



Town Council
Tuesday, May 11, 2021

ONLINE MEETING

Public Meeting Room / Eagle Town Hall
200 Broadway Eagle, CO

*This agenda and the meetings can be viewed at www.Townofeagle.org.
Times listed are approximate and are subject to change.*

TOWN COUNCIL MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

1. This will be an online meeting.

[ACCESS THE ON-LINE MEETING HERE](#)

Please note: All participants are automatically muted. In order to be called upon and unmuted, you will need to use the "raise hand."

When it's your turn to speak, the moderator will unmute your line and you will have three (3) minutes for public comment.

PUBLIC COMMENTS: If you are unable to attend, public comments regarding any items on this agenda can be submitted to Jenny Rakow, Town Clerk, and will be included as part of the record.

For technical difficulties please email bill.shrum@townofeagle.org and we will do our best to assist you.

CALL TO ORDER - 6:00 PM

ROLL CALL - 6:05 PM

ADOPTION OF AGENDA - 6:05 PM *Opportunity for amendment or deletions to the agenda.*

PUBLIC COMMENT - 6:05 PM *Citizens are invited to comment on any item, not on the Agenda subject to a public hearing. Please limit your comments to three (3) minutes per person per topic unless arrangements have been made for a presentation with the Town Clerk. Those who are speaking are requested to state their name and address for the record.*

CONSENT AGENDA - 6:15 PM *Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.*

1. Minutes - April 27, 2021
2. Minutes - May 4, 2021 Special Meeting
3. Bill Pay - April 2021

STAFF REPORTS - 6:20 PM *The Town Manager and department staff prepare and provide internal updates to the council.*

1. Town Manager Update
2. Department Update
3. March 31, 2021 Budget to Actual Report and Revenue Analysis
4. First Quarter Sales Tax Report

LIQUOR LICENSE AUTHORITY - 6:35 PM

1. PUBLIC HEARING: New Tavern License Application, Roam Enterprises LLC dba Roam

BUSINESS ITEMS - 6:45 PM *Items and / or Public Hearings are listed under Business may be old or new and may require review or action by the council.*

1. PUBLIC HEARING: AN20-02 Base Camp Eagle Annexation; SU20-03 Recreational Vehicle Park Special Use Permit; RZ20-02 Zoning
 - a. Resolution 32, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado making certain Findings of Fact Regarding the Proposed Annexation of Real Property Located in Unincorporated Eagle County"
 - b. Ordinance 05, Series 2021, "An Ordinance of the Town Council of the Town of Eagle, Colorado Annexing to the Town Certain Unincorporated Territory in Eagle County, Zoning the Property Rural Residential and Approving the Associated Annexation Agreement"
 - c. Resolution 33, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Special Use Permit for a Recreational Vehicle Park at 3220 Brush Creek Road"
2. PUBLIC HEARING: SU21-03 113 E. Fourth Street
 - a. Resolution 41, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Special Use Permit for a Veterinary Clinic at 113 E. Fourth Street"
3. Resolution 35, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado, Amending the Fee Schedule Pursuant to 2.34 of the Eagle Municipal Code Concerning Fire Impact Fees"
4. Resolution 36, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado adopting the Climate Action Plan Update 2020".
5. Resolution No. 39, Series 2021, "A Resolution by the Town Council of the Town of Eagle, Colorado Endorsing the Eagle County Community Wildlife Roundtable Action Plan"
6. Employee Home Ownership Program Amendments
7. Roof Top Unit Replacement Town Hall Budget Amendment - \$20,000

COUNCIL DISCUSSION AND FUTURE AGENDA ITEMS - 8:45 PM

1. Council Committee Updates
2. Future Agenda Items
3. Eagle County VISTA Committee Council Appointment

ADJOURN - 9:00 PM

I hereby certify that the above Notice of Meeting was posted by me in the designated location at least 24 hours prior to said meeting.



Jenny Rakow, CMC
Town Clerk

PUBLIC WIFI - TOEG – townofeagle2019



MEETING MINUTES
Town Council
Tuesday, April 27, 2021
ONLINE MEETING

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TOWN COUNCIL MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

1. This was an online meeting.

CALL TO ORDER - 6:00 PM

Mayor Scott Turnipseed called the meeting to order at 6:00 p.m.

ROLL CALL

COUNCIL MEMBERS PRESENT

Matt Solomon, Mikel Kerst, Scott Turnipseed, Ellen
Bodenhemier, David Gaboury, Janet Bartnik, Geoffrey
Grimmer

COUNCIL MEMBERS ABSENT

None

STAFF PRESENT

Brandy Reitter, Town Manager
Matt Mire, Town Attorney
Bill Shrum, Assistant Town Manager
Jenny Rakow, Town Clerk
Jill Kane, Finance Director/Treasurer
Chad Phillips, Comm Dev Director/Town Planner
Tom Gosiorowski, Public Works Director
Joey Staufer, Police Chief
Lynette Horan, Human Resources Manager
Peyton Heitzman, Town Planner I
Jessica Lake, Town Planner I

ADOPTION OF AGENDA

There were no changes to the agenda.

MOTION: Council Member David Gaboury motioned to adopt the agenda. The motion was seconded and passed with a vote of 7 in favor (Solomon, Kerst, Turnipseed, Bodenhemier, Gaboury, Bartnik, and Grimmer) and 0 opposed.

PUBLIC COMMENT

Mayor Scott Turnipseed opened public comment. There was no public comment.

PROCLAMATION

1. Tree City USA Proclamation
Council Member Bartnik expressed support for this proclamation.

MOTION: Council Member Matt Solomon motioned to approve the Tree City USA Proclamation. The motion was seconded and passed with a vote of 7 in favor (Solomon, Kerst, Turnipseed, Bodenhemier, Gaboury, Bartnik, and Grimmer) and 0 opposed.

CONSENT AGENDA

MOTION: Council Member David Gaboury motioned to approve the consent agenda. The motion was seconded and passed with a vote of 7 in favor (Solomon, Kerst, Turnipseed, Bodenhemier, Gaboury, Bartnik, and Grimmer) and 0 opposed.

1. Minutes - April 13, 2021

STAFF REPORTS

1. Town Manager Update

Council Comments: Requested more details on the art wall project. Bill Shrum provided that staff has met with the artist to work on final details and will have a contract soon. Council requested the rough sketch of Second Street. Staff provided a survey has been sent to the DBA for feedback. Tom Gosiorowski provided some feedback on the mini-hydro system and will follow up with the contact provided by the Mayor.

LIQUOR LICENSE AUTHORITY

1. PUBLIC HEARING: DJ SAXX Inc. d/b/a Brush Creek Saloon - Request for Modification of Premises at 241 Broadway
Mayor Scott Turnipseed convened the Town Council as the Liquor License Authority.

Town Clerk Jenny Rakow described the public hearing process.

Chris Stainton was present and representing the applicant.

Mayor Scott Turnipseed opened public comment: There was no public comment.

MOTION: Council Member Mikel Kerst motioned to approve the Findings and Order approving modification of premises of licensed premises for DJ Saxx, Inc. d/b/a Brush Creek Saloon and directing the Mayor and Town Clerk to sign and submit the application to the State of Colorado. The motion was seconded and passed with a vote of 6 in favor (Kerst, Turnipseed, Bodenhemier, Gaboury, Bartnik, and Grimmer) and 1 opposed (Solomon).

BUSINESS ITEMS

1. Land Use File Number AN21-01 1819 Brush Creek Road

Mayor Scott Turnipseed recused himself and Mayor Pro Tem Kerst opened Land Use File Number AN21-01 1819 Brush Creek Road.

Staff Comment: there is no presentation and staff affirms that the petition was reviewed and is in substantial compliance.

Town Attorney Matt Mire asked Mayor Pro Tem Mikel Kerst to open public comment.

Mayor Pro Tem Mikel Kerst opened public comment.

Celena Olden asked if the 1% construction materials fee will be applied to this development project. Town Attorney Matt Mire stated this item is about the petition and this question can be answered outside what is being discussed here.

Mayor Pro Tem Mikel Kerst closed public comment.

- a. Resolution No. 38, Series 2021, " A Resolution of the Town Council of the Town of Eagle, Colorado Accepting a Petition for Annexation of a Parcel of Land Located in Unincorporated Eagle County and Setting a Public Hearing on the Annexation (1819 Brush Creek Road)"

MOTION: Council Member Ellen Bodenhemier motioned to approve Resolution No. 38, Series 2021, " A Resolution of the Town Council of the Town of Eagle, Colorado Accepting a Petition for Annexation of a Parcel of Land Located in Unincorporated Eagle County and Setting a Public Hearing on the Annexation (1819 Brush Creek Road)". The motion was seconded and passed with a vote of 6 in favor (Solomon, Kerst, Bodenhemier, Gaboury, Bartnik, and Grimmer), 0 opposed, and 1 recused (Turnipseed).

2. PUBLIC HEARING: AN20-01 Powell Park Annexation

Mayor Scott Turnipseed opened file AN20-01 Powell Park Annexation.

Peyton Heitzman Town Planner presented this item.

Applicant Willy Powell thanked staff and consultants and making changes to the raw water agreement and stated he agreed with both agreements as presented.

Mayor Scott Turnipseed opened public comment. There was no public comment.

a. Resolution No. 30, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado making certain Findings of Fact Regarding the Proposed Annexation of Real Property Located in Unincorporated Eagle County."

MOTION: Council Member Matt Solomon motioned to approve Resolution No. 30, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado making certain Findings of Fact Regarding the Proposed Annexation of Real Property Located in Unincorporated Eagle County." The motion was seconded and passed with a vote of 7 in favor (Solomon, Kerst, Turnipseed, Bodenhemier, Gaboury, Bartnik, and Grimmer) and 0 opposed.

b. Ordinance No. 4, Series 2021, "An Ordinance of the Town Council of the Town of Eagle, Colorado Annexing to the Town Certain Unincorporated Territory in Eagle County, Zoning the Property Residential Medium and Approving the Associated Annexation Agreement (Powell Park Subdivision)."

MOTION: Council Member Matt Solomon motioned to approve Ordinance No. 4, Series 2021, "An Ordinance of the Town Council of the Town of Eagle, Colorado Annexing to the Town Certain Unincorporated Territory in Eagle County, Zoning the Property Residential Medium and Approving the Associated Annexation Agreement (Powell Park Subdivision)." The motion was seconded and passed with a vote of 7 in favor (Solomon, Kerst, Turnipseed, Bodenhemier, Gaboury, Bartnik, and Grimmer) and 0 opposed.

3. PUBLIC HEARING: PUDA20-01 Haymeadow PUD Amendment

Council Member Janet Bartnik recused herself due to Mountain Recreation being a referral agency on this file.

Mayor Scott Turnipseed opened the public hearing for PUDA20-01 Haymeadow PUD Amendment.

Town Planner Jessica Lake presented this item.

Council Comments: Inquiry on how adverse effect is defined. Jessica Lake stated staff viewed it from a land-use perspective and determined it was not substantially adverse. Jessica further stated the Planning Commission looked at it from a neighborhood impact perspective and felt it was adverse on them. Town Attorney Matt Mire stated this is solely up to the Council on what an adverse impact is. Council was provided confirmation that the density numbers have not changed and are only moving within the property. Staff provided additional information on the criteria for reviewing PUD amendments and conditions.

Applicant representative Rick Pylman gave their presentation on the proposals for the amendment.

Council Comments: Inquiry on how this approval will accelerate the pace of development and what guarantees there are for attainable housing at the start of construction. Applicant Brandon Cohen provided he was willing to

start construction and Council could add a condition related to that commitment. If approval is not granted his team would reevaluate. Council discussed options for conditions for the pace of building.

- a. Ordinance No. 06, Series 2021, "An Ordinance of the Town Council of the Town of Eagle, Colorado Approving a Planned Unit Development Amendment for the Haymeadow Development to Swap the School Land Portion of Tract E with Multi-Family Development and to Allocate a Different Parcel for a Future School Site in Neighborhood C"

Mayor Scott Turnipseed opened public comment for Ordinance 06, Series 2021.

Tiffany McCracken – 1341 Montgomerie Circle. Expressed opposition to the proposal.

Robert Crawford 240 Chapel Place Avon. Expressed support for the proposal.

Mike Clayman 116 Soleil Circle. Expressed opposition to the proposal.

Linda Miner 530 Palmer Loop. Expressed support for the proposal.

Katie Coakley 34323 Highway 6 Edwards. Expressed support for the proposal.

Sam Blethen 392 Eagle Road Eagle-Vail. Expressed support for the proposal.

Gina Van Hekken 59 Soleil Circle. Expressed opposition to the proposal.

Amy Harrison 220 Palmer Loop. Expressed support for the proposal.

Ryan May 2037 Brush Creek Rd. Expressed opposition to the proposal.

Kate DuPont Frost Creek. Expressed support for the proposal.

Emma Whiting 75 Tanager Circle. Expressed opposition to the proposal.

Kevin Brubeck 123 Snow Goose. Expressed support for the proposal.

Kat Conner 710 Bull Run. Expressed support for the proposal.

Rick Messmer 359 Greenhorn Ave. Expressed support for the proposal.

Bryan Desmond 352 Greenhorn Ave. Expressed support for the proposal.

Grant Murphy 71 Springfield Gypsum. Expressed support for the proposal.

Tory Stephens 705 Nogal Road. Expressed support for the proposal.

Lonnie Leto 531 Bluffs Dr. Expressed support for the proposal.

Roseann Casey Brush Creek Townhomes. Expressed opposition to the proposal.

Lizzy Owens 49 Soliel Circle. Expressed opposition to the proposal.

Peter Danforth 106 Soliel Circle. Expressed opposition to the proposal.

Kristin Shaw 2189 Brush Creek Rd. Expressed opposition to the proposal.

Thomas Pohl 18 Horton Street. Expressed opposition to the proposal.

Brett Donelson 63 Meile Lane Edwards and Cycle Effect in Eagle. Expressed support for the proposal.

Matt Owens 49 Soliel Circle. Expressed opposition to the proposal.

Gary Scanlon 1720 Montgomerie Circle. Expressed opposition to the proposal.

Laura Howe 166 Soliel Circle. Expressed opposition to the proposal.

Michael Kleinman 98 Soliel Circle. Expressed opposition to the proposal.

Rae Sanders 158 Soliel Circle. Expressed support for the proposal.

Yuri Kostick 55 MacDonald. Expressed support for the proposal.

Mike McCormack 88 Seabry St. speaking on behalf of Rec District. Expressed opposition to the proposal.

Ellie Reichstein 2821 Brush Creek Rd. Expressed opposition to the proposal.

Mayor Scott Turnipseed closed public comment.

MOTION: Council Member Matt Solomon motioned to approve Ordinance No. 06, Series 2021, "An Ordinance of the Town Council of the Town of Eagle, Colorado Approving a Planned Unit Development Amendment for the Haymeadow Development to Swap the School Land Portion of Tract E with Multi-Family Development and to Allocate a Different Parcel for a Future School Site in Neighborhood C". The motion was seconded and failed with a vote of 2 in favor (Solomon and Gaboury), 4 opposed (Kerst, Turnipseed, Bodenhemier, and Grimmer) and 1 recuse (Bartnik).

- b. Ordinance No. 07, Series 2021, "An Ordinance of the Town Council of the Town of Eagle, Colorado Approving a Planned Unit Development Amendment for the Haymeadow Development to Renovate an Existing Cabin Currently Located in Open Space to the East of Neighborhood D as an Event Space and to Swap this Open Space Parcel with Land Equal in Size and Desirability."

Council Comments: Discussion on increasing and identifying the open space and how to hold the open space in perpetuity as a condition. Staff provided that Council direction on the open space can be made at the time of final approval and applied at final plat. Town Attorney Matt Mire provided that the Council could require a condition as a covenant that protects the property in perpetuity.

MOTION: Council Member Matt Solomon motioned to approve Ordinance No. 07, Series 2021, "An Ordinance of the Town Council of the Town of Eagle, Colorado Approving a Planned Unit Development Amendment for the Haymeadow Development to Renovate an Existing Cabin Currently Located in Open Space to the East of Neighborhood D as an Event Space and to Swap this Open Space Parcel with Land Equal in Size and Desirability." The motion was seconded and failed with a vote of 1 in favor (Solomon), 5 opposed (Kerst, Turnipseed, Bodenhemier, Gaboury, Grimmer) and 1 recused (Bartnik).

MOTION: Council Member Matt Solomon motioned to continue the public hearing for PUDA20-01 Haymeadow PUD Amendment and Ordinance No. 07, Series 2021, "An Ordinance of the Town Council of the Town of Eagle, Colorado Approving a Planned Unit Development Amendment for the Haymeadow Development to Renovate

an Existing Cabin Currently Located in Open Space to the East of Neighborhood D as an Event Space and to Swap this Open Space Parcel with Land Equal in Size and Desirability" until the May 25, 2021, Town Council Meeting. The motion was seconded and passed with a vote of 6 in favor (Solomon, Kerst, Turnipseed, Bodenhemier, Gaboury, and Grimmer), 0 opposed and 1 recused (Bartnik).

4. PUBLIC HEARING: SU21-02 629 Sawatch Contractor Yard Special Use
Mayor Scott Turnipseed opened Land Use File SU21-02 629 Sawatch Contractor Yard Special Use.

Jessica Lake Planner presented the file.

Council Comments: Discussion and explanation on compulsory requirements for outdoor storage.

Applicant Jay Van Voorst requested a discussion on the required buffer as there is no water and a tap fee would be required. Currently looking for investors to develop it.

Council Comments: Discussion on alternatives to the buffer requirements. Staff provided code language as it relates to the requirement due to this being the front street buffer. Discussion on requiring adequate screening or fencing instead of trees.

Mayor Scott Turnipseed opened public comment. There was no public comment.

- a. Resolution No. 37, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Special Use Permit to Allow for a Contractor Yard at 629 Sawatch Road."

MOTION: Council Member David Gaboury motioned to approve Resolution No. 37, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Special Use Permit to Allow for a Contractor Yard at 629 Sawatch Road" and changing the condition to include adequate fencing instead of trees.

AMENDED MOTION: Council Member David Gaboury motioned to approve Resolution No. 37, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Special Use Permit to Allow for a Contractor Yard at 629 Sawatch Road" and directed staff to guide applicant on approved adequate fencing for the front street buffer to replace condition 5. The motion was seconded and passed with a vote of 7 in favor (Solomon, Kerst, Turnipseed, Bodenhemier, Gaboury, Bartnik, and Grimmer) and 0 opposed.

5. EXECUTIVE SESSION: "Executive Session to hold a conference with the Town Attorney and special counsel to receive legal advice on specific legal matters, pursuant to C.R.S. 24-6-402(4)(b), regarding the proposed First Amendment to the River Park Use Agreement with Eagle County."

MOTION: Council Member Matt Solomon motioned to extend the meeting until 10:20 pm. The motion was seconded and passed with a vote of 7 in favor (Solomon, Kerst, Turnipseed, Bodenhemier, Gaboury, Bartnik, and Grimmer) and 0 opposed.

MOTION: Council Member Matt Solomon motioned to enter into "Executive Session to hold a conference with the Town Attorney and special counsel to receive legal advice on specific legal matters, pursuant to C.R.S. 24-6-402(4)(b), regarding the proposed First Amendment to the River Park Use Agreement with Eagle County. "The motion was seconded and passed with a vote of 7 in favor (Solomon, Kerst, Turnipseed, Bodenhemier, Gaboury, Bartnik, and Grimmer) and 0 opposed.

Mayor Scott Turnipseed called the regular meeting back to order.

MOTION: Council Member Matt Solomon motioned to extend the meeting until 10:37 pm. The motion was seconded and passed with a vote of 7 in favor (Solomon, Kerst, Turnipseed, Bodenhemier, Gaboury, Bartnik, and Grimmer) and 0 opposed.

Council Comments: Discussion on options for the annexation of the fairground property instead of a Use Agreement.

Town Special Council Mary Elizabeth Geiger stated the County Use Agreement expires in May which is why we are requesting consideration and approval before that expiration. The amendment in the agreement addresses the issues with their diversion structure. This amendment extends the Use Agreement but does add in conditions with the town obligation regarding the diversion structure.

MOTION: Council Member Matt Solomon motioned to extend the meeting until 10:46 pm. The motion was seconded and passed with a vote of 7 in favor (Solomon, Kerst, Turnipseed, Bodenheimier, Gaboury, Bartnik, and Grimmer) and 0 opposed.

- a. Resolution No. 40, Series 2021, "A Resolution Approving an Agreement Between Eagle County and the Town of Eagle for Use, Operation and Maintenance of the Eagle River Park at the Eagle County Fairgrounds Property"
- Motion: Council Member Matt Solomon motioned to continue Resolution No. 40, Series 2021, "A Resolution Approving an Agreement Between Eagle County and the Town of Eagle for Use, Operation and Maintenance of the Eagle River Park at the Eagle County Fairgrounds Property" for a special meeting date of May 4th. The motion was withdrawn.**

MOTION: Council Member Ellen Bodenheimier motioned to approve Resolution No. 40, Series 2021, "A Resolution Approving an Agreement Between Eagle County and the Town of Eagle for Use, Operation and Maintenance of the Eagle River Park at the Eagle County Fairgrounds Property". The motion was seconded and passed with a vote of 6 in favor (Kerst, Turnipseed, Bodenheimier, Gaboury, Bartnik, and Grimmer) and 1 opposed (Solomon).

MOTION: Council Member Janet Bartnik motioned to approve reallocating \$55,819.70 from the Brush Creek Park Playground budget in the Sales Tax Capital Improvements Fund to cover the reimbursement to Eagle County for the repairs of the crossvane diversion structure in 2020. The motion was seconded and passed with a vote of 6 in favor (Kerst, Turnipseed, Bodenheimier, Gaboury, Bartnik, and Grimmer) and 1 opposed (Solomon).

COUNCIL DISCUSSION AND FUTURE AGENDA ITEMS – *These items were not heard due to time*

1. Council Committee Updates
2. Future Agenda Items
3. Code of Ethics and Conduct Follow Up and Direction

EXECUTIVE SESSION

MOTION: Council Member Janet Bartnik motioned to direct staff to schedule an executive session for Base Camp Annexation on May 4th for a Special Meeting to be held prior to the previously scheduled work session. The motion was seconded and passed with a vote of 7 in favor (Solomon, Kerst, Turnipseed, Bodenheimier, Gaboury, Bartnik, and Grimmer) and 0 opposed.

- EXECUTIVE SESSION: Executive Session to hold a conference with the Town Attorney and special counsel to
1. receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), and to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct

negotiators, pursuant to C.R.S. § 24-6-402(4)(e), regarding the Base Camp Annexation and to adjourn the regular meeting at its conclusion.

ADJOURN 10:45 PM

Motion: Council Member Matt Solomon motioned to adjourn the regular meeting. The motion was seconded and passed with a vote of 7 in favor (Solomon, Kerst, Turnipseed, Bodenhemier, Gaboury, Bartnik, and Grimmer) and 0 opposed.

Approved:

Date:

Scott Turnipseed, Mayor

Jenny Rakow, CMC Town Clerk



MEETING MINUTES
Town Council
Tuesday, May 4, 2021
ONLINE MEETING
200 Broadway Eagle, CO

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TOWN COUNCIL SPECIAL MEETING & WORK SESSION ACCESS INFORMATION AND PUBLIC PARTICIPATION

1. This was an online special meeting followed by a work session.

CALL TO ORDER - 4:00 PM

Mayor Pro Tem Kerst called the special meeting to order at 4:00 p.m.

ROLL CALL

COUNCIL MEMBERS PRESENT

Matt Solomon, Mikel Kerst, David Gaboury, Janet Bartnik, Geoffrey Grimmer, Ellen Bodenhemier (*Left meeting after Executive Session*)

COUNCIL MEMBERS ABSENT

Scott Turnipseed

STAFF PRESENT

Brandy Reitter, Town Manager
Matt Mire, Town Attorney
Bill Shrum, Assistant Town Manager
Jenny Rakow, Town Clerk Chad Phillips, Comm Dev Director/Town Planner
Tom Gosiorowski, Public Works Director
Peyton Heitzman, Planner
Mary Elizabeth Geiger, Special Counsel
Michael Erion, Special Advisor
Dennis Wike, Town Engineer

EXECUTIVE SESSION

1. EXECUTIVE SESSION: Executive Session to hold a conference with the Town Attorney and special counsel to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), and to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e), regarding the Base Camp Annexation.

MOTION: Council Member Matt Solomon motioned to enter into Executive Session to hold a conference with the Town Attorney and special counsel to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), and to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e), regarding the Base Camp Annexation. Also invited to the meeting were Mary Elizabeth Geiger, Michael Erion, Chad Phillips, Peyton Heitzman, and Tom Gosiorowski.

AMENDED MOTION: Council Member Matt Solomon amended the motion to include Matt Mire in the Executive Session. The motion was seconded and passed with a vote of 6 in favor (Solomon, Kerst, Bodenhemier, Gaboury, Bartnik, and Grimmer) and 0 opposed.

BUSINESS ITEMS

1. Town Council Action as a Result of the Executive Session
- MOTION: Council Member Matt Solomon motioned to resume the regular meeting (4:46 p.m.) The motion was seconded and passed with a vote of 5 in favor (Solomon, Kerst, Gaboury, Bartnik, and Grimmer), and 0 opposed.**
- MOTION: Council Member Matt Solomon motioned to adjourn the regular meeting (4:47 p.m.) The motion was seconded and passed with a vote of 5 in favor (Solomon, Kerst, Gaboury, Bartnik, and Grimmer), and 0 opposed.**

ADJOURN - 4:47 PM

Approved:

Date:

Pappy Kerst, Mayor Pro Tem

Jenny Rakow, CMC Town Clerk

**BILL SCHEDULE
APRIL 2021**

GENERAL FUND

Town Council

Signature Signs Inc	Office Supplies	\$	12.00
Forward Tech Solutions, LLC	Computer Support		99.50
King Soopers Customer Charges	Meeting Expense		22.24
Pazzo's Pizzeria	Meeting Expense		211.27
Alpine Laser Clinic	Special Council Funding-EAGLE BUCKS		220.00
Artspace	Special Council Funding-EAGLE BUCKS		313.13
Assembly, LLC, The	Special Council Funding-EAGLE BUCKS		1,158.51
Batson's Corner Store	Special Council Funding-EAGLE BUCKS		533.29
Bowlmor, LLC, The	Special Council Funding-EAGLE BUCKS		296.35
Casa Mexico Restaurant	Special Council Funding-EAGLE BUCKS		1,229.67
Color Coffee Roasters LLC	Special Council Funding-EAGLE BUCKS		1,374.55
Dj Saxx Inc-Brush Creek Saloon	Special Council Funding-EAGLE BUCKS		5,803.28
Eagle Climbing + Fitness, LLC	Special Council Funding-EAGLE BUCKS		340.00
Eagle Diner LLC	Special Council Funding-EAGLE BUCKS		835.34
Eagle Valley Autobody, LLC	Special Council Funding-EAGLE BUCKS		280.00
Everyday Outfitters	Special Council Funding-EAGLE BUCKS		815.25
Grand Avenue Grill	Special Council Funding-EAGLE BUCKS		1,900.00
Habitat For Humanity Vail Valley, Inc.	Special Council Funding-EAGLE BUCKS		199.65
High Altitude Wings	Special Council Funding-EAGLE BUCKS		348.92
Katch Of The Day	Special Council Funding-EAGLE BUCKS		379.75
Knapp Ranch	Special Council Funding-EAGLE BUCKS		997.75
More2Dance	Special Council Funding-EAGLE BUCKS		200.00
Nex Gen Wireless	Special Council Funding-EAGLE BUCKS		20.00
Pastatively	Special Council Funding-EAGLE BUCKS		4,337.43
Pazzo's Pizzeria	Special Council Funding-EAGLE BUCKS		2,584.05
Petals Of Provence	Special Council Funding-EAGLE BUCKS		40.00
Pickup's Pizza LLC	Special Council Funding-EAGLE BUCKS		1,457.25
Red Canyon Cafe	Special Council Funding-EAGLE BUCKS		3,120.60
Seagull's Cycles	Special Council Funding-EAGLE BUCKS		100.00
Vail Valley Cares Thrifty Shops	Special Council Funding-EAGLE BUCKS		233.03
Wanderlust Dog Ranch	Special Council Funding-EAGLE BUCKS		260.00
LaPlata County Search & Rescue	Community Requests		1,922.34
Total Town Council		\$	31,645.15

General Government

Meritain Health	Health & Insurance Benefits	\$	(663.82)
Rocky Mountain Reserve LLC	Health & Insurance Benefits		8.87
Wells Fargo Rewards Membership	Dues & Subscriptions		72.10
Verizon Wireless, Bellevue	Utility Services		50.63
Hoffman, Parker, Wilson & Carberry PC	Legal - General		4,599.42
Forward Tech Solutions, LLC	Computer Support		89.25
Downtown Colorado Inc	Tuition & Books		312.38
Total General Government		\$	4,468.83

General Administration

Cross, Aaron & Lori	Refund Utility Overpayment	\$ 175.48
Hammon, Dr. William	Refund Utility Overpayment	139.69
King, Rodger	Refund Utility Overpayment	23.95
Fraudulent Charges	Fraudulent Charges -Taxes And Other Receivables	(776.85)
Colorado State Treasurer	State Unemployment Payable	2,588.43
CEBT	Health & Life Ins. Payable	68,792.98
Standard Insurance Company	Disability Insurance	2,235.27
Files, Emily	Facility Usage Deposit Refund	650.00
Alpine Moving & Storage, Inc.	Refund Business License Overpayment	10.00
Highlands Glass And Shower Inc	Refund Business License Overpayment	10.00
Fraudulent Charges	Fraudulent Charges -Miscellaneous	(4.83)
Meritain Health	Health & Insurance Benefits	(1,619.73)
Rocky Mountain Reserve LLC	Health & Insurance Benefits	21.65
Amazon	Office Supplies	22.27
Crowd Control Warehouse	Office Supplies	84.52
Auto Zone, Inc	Vehicle Repair & Maintenance Supplies	11.03
Fleet Services	Gas & Oil	22.97
Amazon	Equipment (Non-Capital)	69.03
Amazon	Employee Appreciation	14.31
Color Coffee Roasters LLC	Employee Appreciation	17.30
Amazon	Communication & Transportation	13.56
Crowd Control Warehouse	Communication & Transportation	35.28
Federal Express Corp.	Communication & Transportation	34.46
U. S. Postal Service	Communication & Transportation	999.60
Mail Chimp	Dues & Subscriptions	84.57
Century Link	Utility Services	1,086.99
Chase Paymentech	C.C. Transaction Fees	1,542.53
Xpress Bill Pay	C.C. Transaction Fees	15.36
Municipal Code Corporation	Professional Admin Services	7,407.75
Forward Tech Solutions, LLC	Computer Support	285.27
TEC Integration, Inc.	Computer Support	100.00
Lewan & Associates	Contract Payments	465.57
US Bank Equipment Finance	Contract Payments	417.92
Cirsa	Insurance - Pavilion	68.11
Total General Administration		\$ 85,044.44

Community Development

Meritain Health	Health & Insurance Benefits	\$ (2,212.74)
Rocky Mountain Reserve LLC	Health & Insurance Benefits	29.57
Fleet Services	Gas & Oil	38.74
Forward Tech Solutions, LLC	Equipment (Non-Capital)	1,623.00
Colorado Municipal League	Communication & Transportation	5.53
Certified Mail Envelopes	Legal Notices	4.86
American Planning Association	Dues & Subscriptions	719.92
Century Link	Utility Services	180.08
Verizon Wireless, Bellevue	Utility Services	158.45
Certified Mail Envelopes	Recruitment	4.86
Mountain Careers	Recruitment	57.31
Alperstein & Covell, P.C.	Planning Reimbursable	880.00
Buxman, John	Planning Reimbursable Overpayment Refund	23.00
Hoffman, Parker, Wilson & Carberry PC	Planning Reimbursable	6,725.00
LRE Water	Planning Reimbursable	384.00
Hoffman, Parker, Wilson & Carberry PC	Legal	253.50

Community Development (Cont.)

Forward Tech Solutions, LLC	Computer Support	496.50
Colorado Municipal League	Tuition & Books	38.45
US Bank Equipment Finance	Contract Payments	417.91
Total Community Development		\$ 9,827.94

Municipal Court

Meritain Health	Health & Insurance Benefits	\$ (66.38)
Rocky Mountain Reserve LLC	Health & Insurance Benefits	0.89
Info Cubic	Recruitment	33.35
Carlson, Edwards & O'Connor P.C.	Legal	1,500.00
Forward Tech Solutions, LLC	Computer Support	88.55
Ace Security And Safety Services LLC	Contract Payments	96.00
Total Municipal Court		\$ 1,652.41

Streets

Meritain Health	Health & Insurance Benefits	\$ (2,920.82)
Rocky Mountain Reserve LLC	Health & Insurance Benefits	39.04
Staples	Office Supplies	2.88
Alpine Lumber Co.	Repair & Maintenance Supplies	190.74
Amazon	Repair & Maintenance Supplies	283.55
Auto Truck Group, LLC	Repair & Maintenance Supplies	1,063.92
Citgo Lubricants	Repair & Maintenance Supplies	158.67
Colorado Barricade	Repair & Maintenance Supplies	235.00
Econo Sign & Barricade LLC	Street Repair & Mtn Supplies	165.84
Glenwood Springs Auto Parts Inc	Repair & Maintenance Supplies	208.50
Grainger	Repair & Maintenance Supplies	114.18
Grand Junction Pipe & Supply	Repair & Maintenance Supplies	21.62
Mountain Communications & Electronics	Repair & Maintenance Supplies	10.00
United Rentals (North America) Inc	Repair & Maintenance Supplies	77.58
Whitehall's Alpine Bg	Street Repair & Mtn Supplies	112.10
Glenwood Springs Auto Parts Inc	Vehicle Repair & Maintenance Supplies	241.36
Mid-American Research Chemical	Vehicle Repair & Maintenance Supplies	178.00
Collett Enterprises	Gas & Oil	116.17
Fleet Services	Gas & Oil	1,445.99
Glenwood Springs Auto Parts Inc	Gas & Oil	39.46
Amazon	Equipment (Non-Capital)	233.09
Auto Truck Group, LLC	Communication & Transportation	125.00
Citgo Lubricants	Communication & Transportation	56.59
Colorado Barricade	Communication & Transportation	29.91
Econo Sign & Barricade LLC	Communication & Transportation	32.40
Mid-American Research Chemical	Communication & Transportation	43.18
Century Link	Utility Services	819.95
Holy Cross Energy	Utility Services	2,702.35
Verizon Wireless, Bellevue	Utility Services	246.24
Info Cubic	Recruitment	39.93
Safety-Kleen Systems, Inc.	Repair & Maintenance Services	186.57
Forward Tech Solutions, LLC	Computer Support	286.05
Total Streets		\$ 6,585.04

Public Safety

Meritain Health	Health & Insurance Benefits	\$ (5,841.64)
Rocky Mountain Reserve LLC	Health & Insurance Benefits	78.07
Amazon	Office Supplies	199.98
Envelopes.Com	Office Supplies	(16.20)

Public Safety (Cont.)

Vista Print	Office Supplies	34.59
Amazon	Operating Supplies	96.10
Glenwood Springs Auto Parts Inc	Vehicle Repair & Maintenance Supplies	652.81
Fleet Services	Gas & Oil	2,776.73
Glenwood Springs Auto Parts Inc	Gas & Oil	153.15
Adamson Police Products	Equipment (Non-Capital)	999.95
Glock Store	Equipment (Non-Capital)	24.02
AT&T Mobility	Utility Services	1,234.92
Century Link	Utility Services	659.31
Glenwood Springs Ford	Repair & Maintenance Services	36.48
Wanderin Wrench	Repair & Maintenance Services	38.45
Whitewater Express Carwash	Repair & Maintenance Services	91.79
Forward Tech Solutions, LLC	Computer Support	203.78
Tyler Technologies, Inc	Computer Support	1,376.83
Grand Avenue Grill	Meeting Expense	36.33
Pickled	Meeting Expense	30.76
Ripp Restraints Int'L	Training & Travel Grants	324.40
Colo Assn Chiefs Of Police	Tuition & Books	360.44
Dolan Consulting Group LLC	Tuition & Books	869.00
Public Grants & Training Initiatives	Tuition & Books	270.57
Eagle County Animal Control	Animal Control	5,112.00
Total Public Safety		\$ 9,802.62

Buildings & Grounds

Meritain Health	Health & Insurance Benefits	\$ (1,637.43)
Rocky Mountain Reserve LLC	Health & Insurance Benefits	21.89
Crowd Control Warehouse	Office Supplies	51.83
Staples	Office Supplies	1.44
Alpine Lumber Co.	Repair & Maintenance Supplies	110.88
Ferguson Enterprises, Inc.	Repair & Maintenance Supplies	24.63
Glenwood Springs Auto Parts Inc	Repair & Maintenance Supplies	212.30
Grand Junction Pipe & Supply	Repair & Maintenance Supplies	158.85
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies	127.73
Paint Bucket	Repair & Maintenance Supplies	217.18
Summit Supply Corporation	Repair & Maintenance Supplies	461.90
USA Blue Book	Repair & Maintenance Supplies	271.20
Valley Electric Supply Inc	Repair & Maintenance Supplies	581.90
Wylaco Supply Co	Repair & Maintenance Supplies	2,467.80
Glenwood Springs Auto Parts Inc	Vehicle Repair & Maintenance Supplies	397.98
Collett Enterprises	Gas & Oil	116.18
Fleet Services	Gas & Oil	522.85
Glenwood Springs Auto Parts Inc	Gas & Oil	66.00
Home Depot Pro	Janitorial Supplies	895.08
Crowd Control Warehouse	Communication & Transportation	35.28
Summit Supply Corporation	Communication & Transportation	79.10
USA Blue Book	Communication & Transportation	15.09
Black Hills Energy	Utility Services	2,991.89
Century Link	Utility Services	606.82
Holy Cross Energy	Utility Services	2,348.87
Verizon Wireless, Bellevue	Utility Services	325.52
Info Cubic	Recruitment	19.96
Mountain Careers	Recruitment	76.41
Native Electric	Repair & Maintenance Services	275.00
Skyline Mechanical, Inc.	Repair & Maintenance Services	370.00

Buildings & Grounds (Cont.)

Sno-White Linen Rental	Repair & Maintenance Services	121.57
Vail Honeywagon	Repair & Maintenance Services	842.00
Forward Tech Solutions, LLC	Computer Support	201.33
G H Daniels III & Associates	Contract Payments	14,700.00
Total Buildings & Grounds		\$ 28,079.03

Information Center

Century Link	Utility Services	220.96
Forward Tech Solutions, LLC	Computer Support	79.50
Total Information Center		\$ 300.46

Marketing & Events

Meritain Health	Health & Insurance Benefits	\$ (508.93)
Rocky Mountain Reserve LLC	Health & Insurance Benefits	6.80
Staples	Office Supplies	16.57
Spotify	Dues & Subscriptions	10.55
Verizon Wireless, Bellevue	Utilities	51.34
Forward Tech Solutions, LLC	Computer Support	68.43
Google Storage	Computer Support	1.91
Flywheel	Marketing - Website	144.18
Total Marketing & Events		\$ (209.15)

Engineering

Meritain Health	Health & Insurance Benefits	\$ (678.57)
Rocky Mountain Reserve LLC	Health & Insurance Benefits	9.07
Staples	Office Supplies	4.80
Fleet Services	Gas & Oil	40.60
I-70 Coalition	Dues & Subscriptions	1,758.00
Verizon Wireless, Bellevue	Utility Services	318.65
Forward Tech Solutions, LLC	Computer Support	88.73
Total Engineering		\$ 1,541.28

TOTAL GENERAL FUND**\$ 178,738.05****CAPITAL IMPROVEMENTS FUND**

Uptown Services LLC	Project THOR	\$ 5,000.00
Total CAPITAL IMPROVEMENTS FUND		\$ 5,000.00

WASTE WATER FUND

Meritain Health	Health & Insurance Benefits	\$ (1,833.62)
Rocky Mountain Reserve LLC	Health & Insurance Benefits	24.51
Staples	Office Supplies	6.25
Browns Hill Engineering	Repair & Maintenance Supplies	483.21
USA Blue Book	Repair & Maintenance Supplies	528.29
Water Technology Group	Repair & Maintenance Supplies	6,375.04
Fleet Services	Gas & Oil	253.35
Federal Express Corp.	Communication & Transportation	388.94
Nextrust Inc	Communication & Transportation	333.07
USA Blue Book	Communication & Transportation	12.21
Black Hills Energy	Utility Services	3,700.95
Century Link	Utility Services	1,137.12
Holy Cross Energy	Utility Services	10,106.80
Verizon Wireless, Bellevue	Utility Services	302.15
Info Cubic	Recruitment	19.96

WASTE WATER FUND (Cont.)

Xpress Bill Pay	C.C. Transaction Fees	268.86
Denali Water Solutions LLC	Sludge Disposal	5,035.09
Utility Notification Center Of Colorado	Repair & Maintenance Services	33.00
Water Technology Group	Repair & Maintenance Services	5,008.96
Forward Tech Solutions, LLC	Computer Support	276.60
Raftelis	Tap Fee And Rate Study	2,812.50
Co Cert Water Professionals	Tuition & Books	144.18
American Mechanical Services	Contract Payments	808.00
B.A. Lawrence LLC	Contract Payments	3,070.00
Cummins Rocky Mtn LLC	Contract Payments	683.50
Colo Water Resource & Power Dev Auth	CWRPDA Loan	31,648.07
Colo Water Resource & Power Dev Auth	Debt Service Interest	7,744.79
Total WASTE WATER FUND		\$ 79,371.78

WATER FUND

Meritain Health	Health & Insurance Benefits	\$ (2,426.64)
Rocky Mountain Reserve LLC	Health & Insurance Benefits	32.43
Signature Signs Inc	Office Supplies	6.00
Staples	Office Supplies	13.45
Alpine Lumber Co.	Repair & Maintenance Supplies	5.49
Browns Hill Engineering	Repair & Maintenance Supplies	300.00
Glenwood Springs Auto Parts Inc	Repair & Maintenance Supplies	204.78
Grand Junction Pipe & Supply	Repair & Maintenance Supplies	1,499.29
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies	260.58
USA Blue Book	Repair & Maintenance Supplies	139.00
Valley Electric Supply Inc	Repair & Maintenance Supplies	352.60
Glenwood Springs Auto Parts Inc	Vehicle Repair & Maintenance Supplies	32.35
Fleet Services	Gas & Oil	251.89
Glenwood Springs Auto Parts Inc	Gas & Oil	24.92
Browns Hill Engineering	Communication & Transportation	23.81
Glenwood Springs Auto Parts Inc	Communication & Transportation	16.85
Grand Junction Pipe & Supply	Communication & Transportation	36.00
Nextrust Inc	Communication & Transportation	333.07
USA Blue Book	Communication & Transportation	6.40
Business Radio Licensing	Dues & Subscriptions	120.00
AmeriGas	Utility Services	499.19
Black Hills Energy	Utility Services	74.68
Century Link	Utility Services	2,699.98
Holy Cross Energy	Utility Services	6,650.49
Verizon Wireless, Bellevue	Utility Services	475.22
Info Cubic	Recruitment	119.78
Mountain Careers	Recruitment	19.10
Xpress Bill Pay	C.C. Transaction Fees	422.49
Browns Hill Engineering	Repair & Maintenance Services	273.75
Utility Notification Center Of Colorado	Repair & Maintenance Services	33.00
Vail Honeywagon	Repair & Maintenance Services	305.78
Forward Tech Solutions, LLC	Computer Support	382.16
Co Cert Water Professionals	Tuition & Books	240.30
Lewan & Associates	Contract Payments	167.75
US Bank Equipment Finance	Contract Payments	417.91
Forward Tech Solutions, LLC	Lower Basin Water Treatment	525.00
Hoffman, Parker, Wilson & Carberry PC	Lower Basin Water Treatment	370.50
MWH Constructors Inc.	Lower Basin Water Treatment	663,517.00
Total WATER FUND		\$ 678,426.35

REFUSE FUND

Gypsum Eagle Ace Hardware	Operating Supplies	\$ 17.18
Nextrust Inc	Communication & Transportation	333.08
Xpress Bill Pay	C.C. Transaction Fees	61.46
Vail Honeywagon	Repair & Maintenance Services	103.00
Vail Honeywagon	Contract Services	99,763.42
Total REFUSE FUND		\$ 100,278.14

SALES TAX CAPITAL IMPROVEMENTS FUND

Hoffman, Parker, Wilson & Carberry PC	Legal	\$ 625.00
Total SALES TAX CAPITAL IMPROVEMENTS FUND		\$ 625.00

OPEN SPACE FUND

Meritain Health	Health & Insurance Benefits	\$ (389.44)
Rocky Mountain Reserve LLC	Health & Insurance Benefits	5.21
Staples	Office Supplies	12.25
Alpine Lumber Co.	Repair & Maintenance Supplies	5.59
Copy Plus	Repair & Maintenance Supplies	3.50
Fleet Services	Gas & Oil	49.10
Vail Honeywagon	Repair & Maintenance Services	154.63
Forward Tech Solutions, LLC	Computer Support	62.35
Mountain Pest Control, Inc.	Weed & Pest Control	490.00
Total OPEN SPACE FUND		\$ 393.19

TOTAL	\$ 1,042,832.51
PAYROLL	\$ 491,015.49
GRAND TOTAL	\$ 1,533,848.00



To: Mayor and Town Council
From: Brandy Reitter, Town Manager
Date: May 11, 2021
Re: Town Manager Report

Administration & Organization

Staff continues to work on follow-up from the Town Council meetings. Included is a list of items that staff is tracking in May:

- Public Art Mural Agreement
- Municipal Broadband Finance Proposal & Project Update
- Glenwood Springs Broadband Service IGA
- Wastewater Rate and Tap Fee Study Presentation
- Small Cell/Communications Tower Ordinance
- Marketing and Events Appointments
- Land Use Code Rewrite Contract – Clarion Associates
- Regional Drought Resolution

COVID-19 Regional Updates – The pandemic continues to require resources of the Town. Below are a few updates on the impacts to the organization:

- On May 27, Eagle County will update the public health orders easing restrictions on operations and the community. At the same time, Eagle County will remove its emergency declaration.
- The Town anticipates making changes to operations on June 1. Before the announcement to the organization, the administration has circulated a survey to staff to assess how comfortable employees are with coming back to work 100%.
- Feedback from the survey will inform the updated operation plan and ongoing management of COVID-19.
- The Town is still waiting on guidance regarding the American Recovery Plan.

Staff met with a regional stakeholder group to discuss the lack of childcare facilities in Eagle County, and the impact it's having on employers and employees. Efforts to address the issue in the past have been stalled for various reasons. The stakeholders discussed creating a non-governmental entity based on successful models in the region to coordinate solutions. The Town of Eagle and community are negatively impacted by the lack of childcare facilities.

On April 27, the Town Council tabled a portion of the agenda because the meeting ran late. On the agenda was a discussion about the Code of Ethics and Conduct. Instead of discussing the item, staff will present a local policy for the Town Council to review no later than June 8. Regardless of the laws that are established, the Charter still requires the Town Council to adopt a policy. Staff will work on this over the next few weeks so that we will achieve compliance with this provision in the Charter.

The Town Council Retreat is scheduled for July 1. In preparation for the retreat, the Town has hired Tim Gagen to help facilitate. He has helped the Town many times over the last several years and he is a wealth of knowledge. He is a retired Town Manager from Breckenridge. On May 25, staff will present a draft agenda to the Town Council to seek feedback before preparation begins.

The organization is kicking off the 2022 budget development process this month. Every year, this report includes a schedule, so that the Town Council knows where staff is in the process. The items on the list are checked off as the team moves through the schedule. Provided below is the schedule:

- May 19, 2021 – Budget team kick-off
- July 2, 2021 – Capital Improvement Plan (CIP) due
- July 23, 2021 – Operating budgets due
- September 9, 2021 – Town Council Budget Work Session
- September 23, 2021 – Town Council Budget Work Session
- October 12, 2021 – Official presentation of the 2022 Budget
- November 9, 16, 30, 2021 – Public Hearings on the 2022 Budget
- December 14, 2021 – Adoption of the 2022 Budget

We have a lot happening between now and budget development and provided below is a schedule with upcoming work session topics as well as other meetings:

- June 1 - Work Session: Highway 6 Study update and East Eagle Sub-Area Plan discussion
- July 6 Work Session: Sustainability

Town Council requested a tour of the Lower Basin Water Treatment Plant a while back. Now that the weather is nice and construction is wrapping up, it's a good time to poll the group on available days and timeframes. Jenny will send out a Doodle Poll requesting availability the week of May 10. Depending on availability, the tour might include 2 different days.

Economic Development & Planning

Eagle River Park

- Eagle County is in the process of developing another Use Agreement to regulate the food trucks at the park. The upcoming agreement will address where food trucks can park, not allowing them to park during the Fair and Rodeo as well as updating the boundary map to delineate the parking lot from the flexible space where food trucks can park.

Project THOR and Broadband

- The staff has explored every possible scenario under the law to avoid refinancing the Town's debt in the Wastewater Fund to make financing broadband a reality and has concluded that it is the only way to fund a municipal broadband utility.
- On May 25, staff will present an updated finance strategy and let the Town Council decide how to proceed. During the last update several months ago, staff mentioned that because the bonds in the Wastewater Fund have a call date of 2026, the Town would have to pay extra to refinance the debt into a more flexible bond covenant.
- Flexibility is required to finance broadband because the current debt covenant is very restrictive.

Downtown Broadway

- Staff is wrapping up the 2nd Street design and will send a separate email before May 25, so that the Town Council has a chance to review the map and survey data. The project wasn't ready to present in this packet and staff needs a few more days to complete the analysis.
- In the 1st quarter sales tax report, downtown experienced the highest sales tax collection in many years. Even though it's incremental, the momentum, progress, and efforts dedicated to Broadway Street are proving to be successful.

Sustainability Initiatives

- Staff met with the Local Government Committee for the Climate Action Collaborative on May 7. The group is developing a Memorandum of Understanding (MOU) to establish the governing structure and each entity will be asked to adopt the document.
- The governing body will work collaboratively on the development of policies, projects, and programs that support the 2020 CAC plans, goals, and actions.
- After the governing structure is approved, the group will identify sustainable revenue streams to fund initiatives. The committee will make an additional funding request from the Town in the 2022 budget.

Outreach & Meetings – Updates on participation in community outreach opportunities, regional/community meetings, and project-specific meetings.

- May 19 – Manager's Taskforce
- May 19 – 2022 Budget Development Kick-Off

Sincerely,



Brandy Reitter
Town Manager
Town of Eagle, CO

Town Council Requests – Once items are completed; they are deleted from the list		
Request Date	Request	Status
N/A	Strategy for STR memo	Not Scheduled
N/A	Plan for Mobile vending communication	Not Scheduled
N/A	Agenda Item: Plastic Bag and TREX discussion	Not Scheduled
N/A	Agenda Item: PRV/Hydro/Sustainability	Not Scheduled
N/A	Agenda Item: Fairgrounds annexation	Not Scheduled
N/A	Agenda Item: E-bike policies	Not Scheduled
10/13/2020	10% of tobacco funding for mitigation - policy	Not Scheduled
10/27/2020	Schedule Jacob Smith to come to a Town Council Meeting	Not scheduled
11/10/2020	Be Our Guest: Make it look less like a construction site	In Progress
1/12/2021	Work session on sustainability and the CAC	July 6
3/9/2021	Bring back land donation proposal	Not Scheduled
3/9/2021	EQR Ordinance	In progress
3/9/2021	Work with ERFPD on the communication of mitigation programs for residents	Completed
3/9/2021	Broadband return un-used funds in loan documents	Not Scheduled
4/13/2021	Future Agenda Item: 2018 Public Presentation Policy	Not Scheduled
4/13/2021	Second Street closure sketch and reprioritization list	May 25
4/27/2021	Connect with Scott T's PRV contact	In Progress



To: Mayor and Town Council

From: Brandy Reitter, Town Manager, and Department Leads

Date: May 11, 2021

Re: Department Updates for April 2021

ASSISTANT TOWN MANAGER

Economic Development

- Staff has engaged Carrie McCool to assist with a parking fee-in-lieu study. Initial outreach and inventory assessment will take place Q2 of this year, a draft report anticipated for September 2021, and a final fee proposal planned to bring to Council in November 2021.

Project THOR, Broadband, and Telecom

- Ken Fellman and CCUA are assisting the Town with draft small-cell and 5G tower regulations to make more definitive location and physical appearance limitations for future installations. A draft ordinance should be ready for Council in June.

Short-Term Rentals

- We have reached out to MUNIRevs and begun the process of getting third-party Short-Term Rental compliance software in place for the Town. The onboarding is projected to go through Q3 of this year.

Community Survey

- Following feedback from the May 4 worksession, Town staff will work with the EVC and other stakeholder groups to refine a published report of the Town Community Survey.
- Community Builders will work with the EVC and Town staff to hand off a database of all entries, which would allow for cross-tabulation and custom queries.
- Monthly follow-up questions will be prepared for ongoing outreach.
- The Community Survey dashboard will be embedded in the Town website over the next month.

Grand Avenue Corridor Study

- Council members and the public are encouraged to go to the social pinpoint page for all engagement activities - <https://eaglecolorado.mysocialpinpoint.com/>
- The walking tour on April 29 was attended by 18 people, including staff, council members, and members of consultant team. A walk of Segment 3 took place May 6.

- The next scheduled walk is May 13, and future in-person walks will be held Thursday afternoons at 4:30 throughout May.
- Economic Planning Systems held a meeting for Grand Ave. property holders on April 30 with multiple properties along the corridor represented. Follow up meetings will be scheduled individually for property owners looking to discuss specific economic findings.
- The Stakeholder committee met on Thursday, May 6. Updates and data were provided on traffic and economic planning. The next stakeholder meeting has not been scheduled yet.

Downtown Broadway

- The Second Street lane closure survey received 39 responses thanks to the efforts of the Downtown Business Alliance. Results from the survey will be shared with the Council.
- The draft Downtown Development Plan is still available for comments and review. The expected date for a final presentation to the DDA will be June 2.
- At the May 5 meeting, the DDA Board agreed to work towards bringing a debt authorization measure to the Coordinated Election scheduled in November 2021. This measure is only for qualified electors and would only allow for the DDA to incur debt. The measure does not have any specific debt obligations planned for discussion or review.
- Brandon Stam, Downtown Development Authority Director for Grand Junction, spoke to the DDA Board May 5 about the programs and partner relationships Grand Junction uses to execute on their Downtown Plan of Development.
- Downtown Colorado Inc is assisting the Town with a Downtown Eagle website for community engagement, marketing, and economic development queries. The website should be ready and launched in June.

Town IT and Software Implementation

- The Town has begun the process of implementing CivicHR, a back-end Human Resource management tool to assist hiring and create efficiencies in job posting, retention, and management.
- The Town has begun the process of implementing CivicRec, an add-on module for the Town website to allow for easier reservation of Town facilities, as well as payment collection, waiver compliance, and scheduling.

FINANCE DEPARTMENT

Administration/Financial:

- Staff continued work on the 2020 Financial Audit.
- Debt Service – Paid 2011 Wastewater Loan Payment - \$39,393 (Last Payment 2031)
- Pavilion & Studio – Increased event capacity to agree with the County public health order. Staff has already started to see increased interest will Pavilion and Studio rentals with this update.
- Eagle Bucks – Through 4/26 the Town has spent \$55,512 on the Eagle Bucks program. Businesses have until May 28th to remit all vouchers for reimbursement. Below is a breakdown of the spending:

Eagle Bucks Funding Through 4/26/21	
Eagle Bucks Reimbursements	\$ 48,844.55
Printing & Mailing	5,167.58
Advertising	1,500.00
	\$ 55,512.13
Budget	\$ 60,000.00
Remaining Budget Funds	\$ 4,487.87

- Fire Impact Fees – Staff received the 2021 CPI increase from Greater Eagle Fire Protection District and will include the proposed Fee Amendment in the packet.
- Employee Home Ownership Program (EHOP) – Due to the current utilization of EHOP, Brandy requested staff look at other local organizations and propose a modification to the program which is included in the packet this week.
- CivicRec Software – Began implementation process, Finance will be assisting Assistant Town Manager in rollout for Pavilion and Studio process.
- Finance has begun working on a Town wide and Fund Fiscal Analysis following the State Auditor Guidelines – Staff will bring to Council once the 2020 audit is completed and analysis is updated. This will be an annual report staff will bring to Council once year end audited financials are completed.

Accounts Payable:

ACCOUNTS PAYABLE: INVOICES PAID							
	2017	2018	2019	2020	2021	VARIANCE FROM PY	
JANUARY	289	258	303	205	230	25	12%
FEBRUARY	245	272	254	237	217	(20)	-8%
MARCH	340	304	326	234	247	13	6%
APRIL	267	299	215	137	214	77	56%
YEAR TO DATE	1,141	1,133	1,098	813	908	95	12%

Budget:

- The 2022 Budget Kickoff Meeting is scheduled for May 19th
- Updated Capital Improvements Plans are due to Finance on July 2nd
- Personnel Requests/allocation are due to Finance on July 9th
- Operating budgets are due to Finance on July 23rd
- Draft Revenue Projections will be completed by August 6th
- Fee Schedule revisions due to Finance on August 6th

Training:

- Initiated cross training with Senior Accountant (Kelly) for Jill's maternity leave in mid-late July. Kelly has been through this once before and around the same period of time so the Town should be in good shape. This is mainly a budget orientated timeline which is where Kelly excels.
- Staff worked with Community Development new hires and trained on Town policies and software that Finance works together on with Community Development

Payroll/HR:

- Completed 1st Quarter Unemployment Tax Report
- Completed 1st quarter 941 Report
- Positions changes in Payroll
 - 5 New Hires (Seasonal Open Space Trails Tech/Seasonal PT Yard Waste Maintenance Worker/ Seasonal B&G Maintenance Worker/2 Council Members)
 - 1 Term (Public Safety Officer)
- Retirement – Conversion to Colorado Retirement Association (CRA) from Edward Jones and ICMA-RC was successful and completed as planned on May 4, 2021. Staff has received several inquiries from participants that are no longer with the Town.

Utilities:

- New Accounts Setup – 5
- Property Transfers – 11

Town Council Department – Budget to Actual:

TOWN OF EAGLE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TOWN COUNCIL</u>					
10-49-110 SALARIES & WAGES	4,050.00	12,450.00	39,600.00	27,150.00	31.4
10-49-142 WORKERS COMPENSATION	.00	38.31	51.00	12.69	75.1
10-49-144 FICA - EMPLOYER'S	309.84	952.46	3,029.00	2,076.54	31.4
10-49-210 OFFICE SUPPLIES	12.00	12.00	200.00	188.00	6.0
10-49-347 PROFESSIONAL SERVICES	.00	606.72	29,047.00	28,440.28	2.1
10-49-362 COMPUTER SUPPORT	99.50	549.88	3,048.00	2,498.12	18.0
10-49-371 TRAVEL EXPENSE	.00	.00	1,000.00	1,000.00	.0
10-49-372 MEETING EXPENSE	233.51	233.51	2,000.00	1,766.49	11.7
10-49-380 TUITION & BOOKS	.00	.00	1,750.00	1,750.00	.0
10-49-450 SPECIAL COUNCIL FUNDING	29,377.80	55,512.13	177,953.00	122,440.87	31.2
10-49-510 INSURANCE	.00	724.32	240.00	(484.32)	301.8
10-49-915 COMMUNITY REQUESTS	1,922.34	3,922.34	50,000.00	46,077.66	7.8
TOTAL TOWN COUNCIL	36,004.99	75,001.67	307,918.00	232,916.33	24.4

SPECIAL EVENTS & MARKETING

April 2021 Report-

Town of Eagle – Marketing & Special Events:

- Working with Sandy Schroeder/Mountain Youth to create valley wide River Water safety day. To be hosted at the Eagle River Park.
- Organizing Eagle WhiteWater Throwdown at the Eagle River Park for June 2021.
- Met with partner groups at Haymaker to discuss Haymaker start area and High School Mountain Bike championships scheduled for September & October.
- locked in Fireworks company for July 4th display. Locked in shoot site Fairgrounds/Eagle County.
- Attended Valley Events & Live Entertainment Committee meeting for updates on summer event plans.
- Working with Mary Ann/Chamber on joint Town map/restaurant guide brochure.
- Getting costs for summer marketing/promotion run in Vail Daily.
- Presented at new TC Orientation.
- Participated in TOE Safety Committee quarterly meeting.
- Working with producers of MEAC funded events to begin the permit process so Town Staff and myself can have an early start to understand dates, times and needs of these events. This will allow Eagle PD and Eagle PW to be better informed and to scheduled their time if it is needed with particular events. This also includes reviewing their funding payout schedule. These payout schedules will be closer to the actual events so we can monitor the event progress and appropriateness with Covid 19.
- Working with Community Events to review their payout schedule for their event.
- Working to payout Community Programs 2021 funding requests that were approved by Town Council.
- Met with Info Center staff, to planning for Spring/Summer/Fall plan
- Continue to program to Grand Ave Digital Sign
- Distributed RFP for Eagle River Park summer events. Answering inquiries
- Working on solidifying the Eagle Events Schedule so I can work approach potential sponsors
- Created/Organizing Spruce Up Eagle Day for May 15, 2021 (Clean Up Day Lite).

April - Executed Events

- Executed BMHS Championship Hockey Team Parade
- Brandy's Congratulations party

MEAC:

- Executed new committee member search for interviews on 5/5/21
- Executed monthly MEAC Meeting
- Master Events Calendar for 2021 has been created, distributed to Team partners. Installing info into EagleOutside event calendar.

Be Our Guests Program:

- Wrapped up renewals of existing permits and renewals – Bonfire 2nd St. Closure, Red Canyon Café Side walk use and Brush Creek Saloon. Met with Eagle Public Works and Eagle Police to review permits and renewal requests.

Eagle Info Center:

- Proposed Info Center Summer 2021 Days and Hours - Info Center open Wednesdays through Sundays, 10:00am to 3:00pm. All staff is planning on returning. All staff has been vaccinated.
- Met with staff to create plan for 2021 Spring/Summer/Fall.
- Worked with staff to create strategic plan/mission statement for info center and staff - ongoing.

- Created list of physical improvements and renovations to the building inside and out for future consideration.
- Talked with Eagle Historical Society about future exhibits and joint activities and promotion.
- Reviewed POS material needs. Want to redo the restaurant guide and Eagle map piece. Will be pushing out RFP for this work.

Digital Sign:

- Created more intermittent scheduled messages
- Promoting message for Eagle Downtown businesses
- Playing “Please wear a mask” and other Covid related messages.
- Promoting upcoming events – Artwalk 5/14/21, Spruce Up Eagle Day, 5/15/21

Examples -



HUMAN RESOURCES

Benefits

- 2021 new COBRA Compliance administration,
- HRA/HSA claim filing process coordination

Recruiting – Onboarding

- Police Officer posting, scheduling interviews
- Code Enforcement Position, screening finalists
- B & G Seasonal Maintenance Worker - 6 positions posted, staggered hiring approach
 - 1 position filled and onboarded (to date: total 3 of the 6 budgeted hired and onboarded)
 - 13 candidates received, scheduling interviews
 - ECSD Virtual Career Fair attended, resulting in 7 candidates of the total 13 received

Risk Management, Safety and Work Comp

- Managing 5 General Liability & PC Open claims, 3 carry over, 2 new
- Manage 5 work comp claims, 2 carry over from 2020
- 2021 Safety Committee Meeting 4/29/21

Other

- Respond to 3 verifications of employment
- Continued research/processing of COVID leave/policies in collaboration with finance/payroll/Eagle County PHE
- Installation meeting with CivicHR, finalizing contract to implement
- Coordinate Logistics for Town Manager of the Year celebration
- Served as volunteer facilitator for “Return to Office” CML focus group Compliance vs. Culture Webinar session

TOWN CLERK

Communications

- Communications Committee:
Eagle Today April 28th – 3627 subscribers
 - o [Congratulations Brandy!](#)
 - o [Spruce Up Eagle Day](#)
 - o [Grand Ave. Walking Tour](#)
 - o [River Park RFQ](#)
 - o Welcome New Staff

Licenses

- BUSINESS:
 - o 12 Licenses Issued in April – 400 licenses issued for 2021
- LIQUOR RENEWALS:
 - o Custom Food Works LLC dba Pickled Kitchen & Pantry – New Retail License Review
 - Public Hearing scheduled for June 8, 2021
 - o Brush Creek Saloon – Modification Approval April 27, 2021
 - o Vail Valley Charitable Fund - Special Event Permit for July 9, 2021
 - o Roam Enterprises LLC dba Roam – New Tavern License Review
 - Public Hearing scheduled for May 11, 2021
 - o Review New Beer and Wine License Application
 - o Review New Hotel & Restaurant License Application
 - o Eagle Ranch Golf Course – Renewal
 - o Sweet Waters Liquor – Renewal and Tasting Permit
 - o Gourmet China – Renewal
 - o Eagle Liquor Mart (Boone's Wine & Spirits) - Renewal
- MARIJUANA RENEWAL
 - o Tumbleweed – Retail Marijuana Store Renewal Pending

Website – www.townofeagle.org

- Ask the Town questions: 7
 - o Pavilion Inquiry
 - o Eagle Ranch fence guidelines inquiry
 - o Sewer locate inquiry
 - o Marriage License inquiry
 - o Utility inquiry x 3

Other:

- Vacation April 18-25
- 5 Records Requests involving Utilities and Community Development

Sales Tax

- 1,424 on-line retailers remitted sales tax in April for a total of \$67,033.81

Filing Period: this indicates sales tax for the actual month sales occurred. These numbers will fluctuate throughout the year as it is reflecting late payments by the retailer or customer retail returns (deductions). Filing Period numbers are updated quarterly. This is the most accurate picture of sales tax collections for that month.

Revenue Period: this amount indicates the month revenue is received by the Town. Revenue period is all money collected by the state for the previous month and any additional months a retailer remits. This amount is what is deposited in the Town's bank account. These returns also get categorized into a "filing period" and are reflected in the sales tax report. This total amount will not change.

2021			
Month	Filing Period	Revenue Period	O/U
Jan	\$ 548,763.48	\$ 688,558.97	19%
Feb	\$ 512,867.73	\$ 576,588.68	20%
Mar	\$ 605,219.40	\$ 525,690.74	13%
1 Q	\$ 1,666,850.61	\$ 1,790,838.39	18%
2020			
Month	Filing Period	Revenue Period	O/U
Jan	\$ 376,083.83	\$ 578,686.45	35%
Feb	\$ 600,020.25	\$ 480,407.70	24%
Mar	\$ 492,881.75	\$ 463,471.24	16%
1 Q	\$ 1,468,985.83	\$ 1,522,565.39	25%
2019			
Month	Filing Period	Revenue Period	O/U
Jan	\$ 284,742.47	\$ 428,973.53	8%
Feb	\$ 390,888.37	\$ 387,365.41	-5%
Mar	\$ 545,414.86	\$ 400,149.40	7%
1 Q	\$ 1,221,045.70	\$ 1,216,488.34	3%

MUNICIPAL COURT

- Court April 7 and 21
- RiAnne Davis, Court Clerk has completed the following training since her start date of 12/14/20:
 - Record Sealing/Expungement – CAMCA
 - Collections, Interpreters, and Case Management – CAMCA
 - Bonds & Warrants – CAMCA
 - Department of Motor Vehicles – CAMCA
 - Introduction to Court – CAMCA
 - Proper System Usage Training for Colorado Crime Information Center
 - Operator Security Number issued and CCIC Certification obtained for criminal justice records access

April Citations Issued	Current	YTD	2020
Animal Control	7	13	33
Juvenile	0	5	
Misdemeanor	0	2	32
Parking	8	59	99
Traffic	26	86	210
Total	41	165	374

April Fines and Fees Collected (includes collections for previous months)	Current	YTD	2020
Court Costs	210.00	626.25	1951.78
Criminal Police Equipment and Training Surcharge	270.00	1292.50	3176.07
Deferred Judgment Fee	0	0	1005.00
Fines	3555.00	12797.50	27661.66
Outstanding Judgement Fee	0	0	212.14
Stay of Execution Fee	0	0	25.00
Charitable Contribution	0	0	23.00
Failure to Appear	0	0	185.01
Victim Restitution Fee	0	0	657.72
Total	\$4,035.00	\$14,716.25	\$36,917.38

April Dispositions (Payments or Court Appearances)	Current	YTD	2020
Animal Control	3	4	110
Juvenile	0	6	
Misdemeanor	0	1	72
Parking	7	67	443
Traffic	24	79	205
Total	34	157	830

Outstanding Fines and Fees by Date	
Current	\$1460.00
1-30 Days Past Due	\$1265.00
31-60 Days Past Due	\$640.00
61-90 Days Past Due	\$0
91-180 Days Past Due	\$3349.00
Total	\$6714.00

COMMUNITY DEVELOPMENT

BUILDING DEPARTMENT UPDATES:

ACTIVITY	STATUS
General coordination of contractors and projects Contractor registrations – more inquiries and updates this year than previous. Some complaints have been received about our forms/process.	Ongoing
Communications with Construction Community for Upcoming Reach-Out Meetings	Ongoing
Participation in Pre-Application meetings as needed	Ongoing
Plan review and inspection services for pending and active permits	Ongoing
Refine processes and procedures during COVID restrictions	Ongoing
Expired Permits review and follow-up	Ongoing
Code Adoption Process (2021 International Building Codes) The Building department has begun the process of reviewing and completing the adopting ordinance for construction code updates with the intent to adopt the 2021 edition of the International Suite of Codes. In our July CITIX Newsletter (<i>Construction Industry Trades Communication Information Exchange</i>), we will solicit input for adoption and/or amendments to the 2021 Codes, including any recommended changes to the current Title 13 of the Town Code. Please contact Building Official, Charlie Davis, directly if there is an interest in being part of this process.	Ongoing
Work with the Town of Gypsum Building Department for Electrical Inspection Services oApril – (17) inspections	Ongoing
Archived plans – department is receiving large numbers of inquiries.	Ongoing
On-boarding of new employee – start date April 5, 2021	Ongoing

CITIX JULY TENTATIVE TOPICS: <i>Construction Trades Information Exchange</i> • Summary of how the website can help you • PV Systems • Update on current development projects? • Impact fee ordinance • New Comm Dev Staff • Irrigation Systems & Need for 811 Registration/Locating Systems • Broadband Deployment • Joint Excavation Ordinance	• CITIX is a way for the Community Development Department to communicate with the Contractor community. • Last Issue sent March 1, 2021 • Next Issue publication date is scheduled for July 1, 2021
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The chart below shows the number of inspections conducted and building permits issued for the current month, the previous month, and the year to date.

Building Department Activity 2021					
	February 2021	March 2021	April 2021	YTD 2020	YTD 2021
Number of Inspections	72	110	106	1970	395
Number of Permits Requiring Plan Review	17	12	14	*	52
Number of Building Permits	22	22	21	498	81
Building	6	12	11	160	33
Electrical	5	7	2	137	16
Plumbing	5	3	1	69	11
Mechanical	6	7	1	107	21
Demo	0	0	0	3	0
Out of Town Water/Sewer Taps	0	1	1	22	3
<i>ALL Commercial*</i>	0	2	0	24	2
<i>SF Detached Residential*</i>	0	0	3	11	3
<i>Multi-Family & Attached SF Residential*</i>	0	0	0	16	0
<i>Residential Remodel/Addition/Basement Finish</i>	3	5	6	49	17
<i>PV</i>	1	5	2	46	9
<i>One Stop</i>	6	10	5	102	28

* YTD Plan Review Data Unavailable

- **Major Construction Projects Under Review and Oversight:**
 - **Broadway Station** – Elevator permit received from NWCCOG on 3-30-21. Pre-drywall inspection completed, and the trusses have been added to top floor.

- **Talon Flats** – Plumbing rough inspection (excluding roof drains) completed, electrical and mechanical rough inspections completed as well. PV System PR on hold, waiting for AOR/EOR information. We received a new mechanical permit application for A/C units.
- **Upcoming Activities for May 2021:**
 - Begin procedure for code updates to 2021 I Codes
 - Continue department audit of best practices, policies, and procedures COVID restrictions
 - Continue customizing Community Core Solutions
 - Electronic archiving of permits.

PLANNING DEPARTMENT UPDATES:

PLANNING ACTIVE APPLICATIONS	STATUS
Red Mountain Ranch	● Landowners working with 1) CDOT on HWY 6 access and 2) water system engineering (no update)
Reserve at Hockett Gulch	● Update under pre-application meetings
Brush Creek Road Extension	● Design plans have been submitted to Town Engineer for review - approval deadline is May 14, 2021. PW staff to work with Town Attorney, Town Manager, Council on wording/drafting of approvals ● Work with CDOT to raze building for road extension
Haymeadow	● Haymeadow/PW Update Meetings – including Comm Dev Rep ● PUDA20-01 – Haymeadow Amendment ○ Cabin request continued to May 11th ● S20-01 - Haymeadow Amended Final Plat ○ Waiting on mylars to record final plat – extension granted to tax abatement of ag parcels. ● Next Steps: ○ Platting if PUD amendments are approved ○ Major Development Permits for design guidelines and multi-family housing
AN20-01 Powell Park Annexation	● Approved during 4/27 meeting – agreements need signatures and annex map recorded
AN20-02 Basecamp Eagle	● AN20-02 Base Camp Eagle 1. Executive Session 5/4 2. Continued Public Hearing 5/11
700 Chambers, Lot C	● CT20-04 – 700 Chambers, Lot C condo plat ○ Approved, not recorded ○ Project close-out, mylars, recording ● SU21-01 700 Chambers Ave. Lot 3 ○ Approved, staff to send out Resolution to applicant
DR21-01 – Sinclair Station	● Applicant putting together grading and drainage plan ● Traffic impact study ● Condition of Approval (shared with Kendra & Matt for review)
SU21-02 – 629 Sawatch Contractor Yard Special Use Permit	● Fence to be completed by June 1, 2021

SU21-03 – 113 E. Fourth St. Vet Clinic	• Applicant has applied for an Encroachment Permit • Reach out to PW, Fire, PD about impact fees (PD has impacts associated with use) • Scheduled for Town Council 5/11
AN21-01- 1819 Brush Creek Rd	• Application submitted • Payment in lieu of water rights dedication – feedback from Tom and Mary Elizabeth
PUDA21-01 - Eagle Ranch 6th PUD Amendment	• Application & deposit submitted 4/6/2021 • Review for completeness • Proof of ownership code requirement – review past amendments
ER Building Envelope	• Asked about process for altering the building envelope for a property in Eagle Ranch – PUD Guide Minor Modification – administrative process (30 day timeline).
PRE-APPLICATIONS	STATUS
226 Capitol	• Initial discussion meeting complete • Waiting for decision from applicant on which direction to go in.
Moe's Outdoor Dining	• Initial discussion meeting complete • Waiting for decision from applicant on which direction to go in. • Email from architect 2/23 – need to research and respond • Architect submitted rough sketch for a proposed drive thru
546 Grand Avenue	• Meeting scheduled to discuss zoning and development options/opportunities 2/3 • Requested timeline for land use approvals – applicant to submit for PUD Zoning first and then come through with Major Dev Permit if PUD Zoning is approved. • Knapp Ranch asked about ag uses on this property • Landshark Catering also showing interest
263 & 483 Sawatch Contractor Yard Special Use Permit	• Pre-app meeting complete • No applicant submittal as of April 28th
Innovation Station 1215 Chambers Ave.	• Concept Plan and drainage info was sent to PW, no contact has been made with CommDev
Reserve at Hockett Gulch – Subdivision & Major Development Permit	• Prelim/Final Plat & Major Development Permit • RHG would like to use a planning consultant • Public Works trying to utilize Mac Hall for technical review • Carrie McCool – lead planner / Jess – staff planner
AG Roofing Co. 332 Grand Ave.	• Early process of designing a replacement building. Wants to begin discussions with CommDev and Public Works
LONG RANGE PLANNING	STATUS
Elevate Eagle Comprehensive Plan	• Appendix A – talk to Eagle County Housing for housing report – on hold • State Demographer report for Appendix A – in progress • FLUM Amendment – tweaks to the Future Land Use Map based on updates made to the zoning map not completed at time of FLUM adoption/ratification
Title 4 Land Use Code Update	• RFP – posted to BidNet – submittal deadline is March 26th

	• Selection Committee confirmed Clarion Associates
Hwy 6 Corridor Study	• Grand Ave In Person Walks: 5/6; 5/13; 5/20; 5/27 • Scheduled for Town Council 6/1
East Eagle Sub Area Plan	• Dates in Calendar (tentative) • PZ Commission work session 5/4 • Continue to revise concept plans based on public feedback • Continue to draft plan outline and language based on public feedback • Scheduled for Town Council work session 6/1
County West Eagle Property	• 4 RFQ's received • Presentations heard on 4/23 - o Favoring Gardner Capital with Norris Design
SolSmart – Bronze Designation	• Zoning review and baseline assessment complete – schedule meeting with Rep to review. • Staff reviewed baseline assessment on March 25th • Planning staff to work with Permit Tech to designate responsibilities and to do lists
ECSD Employee Housing Project (3 rd Street)	• Need comp plan FLUM amendment, rezone, subdivision, dev. Permit. • Application likely submitted in early Summer • 12-14 units currently proposed
OTHER	STATUS
MOBILE VENDING / ENCROACHMENT	• River Park – policies / guidelines - o 4 vendors approved for River Park - o Finalizing spot allocations with Public Works • MV21-05 Roam Gourmet - o Application received, waiting for COI's
ORDINANCES	• Impact Fee Ordinance Update (no update) - o Review of Public Safety and Fire District Nexus studies underway. - o Master Traffic and Circulation Plan (1998?) missing from files - o Dennis to look for study

Upcoming Meeting Schedule:

May 2021
May 11th (Town Council) • SU21-03 113 E. Fourth Street Special Use Permit for a Veterinary Clinic • AN20-02 Continued Base Camp Public Hearing • <i>Discussion Item: Brush Creek Road Extension (tentative)</i> • Department Update • Fee Schedule Update
May 18th (Planning & Zoning Commission) • AN21-01 1819 Brush Creek Road – Zoning Review • Dept/Council update
May 25th (Town Council) • Discussion Item: East Eagle Sub Area Plan (EESAP) continue to June 1st

• PUDA20-01 Haymeadow Cabin PUD Amendment (continued from April 27th)
June 2021
June 1st (Planning & Zoning Commission) • Town Council work session – Grand Ave and EESAP
June 8th (Town Council) • AN21-01 1819 Brush Creek Road Annex Public Hearing • Department Update
June 15th (Planning & Zoning Commission) • Adoption Hearing: EESAP • Dept/Council Update
June 22nd (Town Council) •

POLICE DEPARTMENT



April 2021 Calls for Service: 765

Calls for Service January – April 2021: 3,294

April 2020 Calls for Service: 856

Calls for Service January – April 2020: 3,090

Agency Assist 11

Assault 1

Burglary 3

Citizen Assist 34

Civil 12

Crash 12

Death 1

Disturbance 9

Dogs Leash, Welfare or Noise (EPD and not Animal Control) 5

Domestic/Disturbance, Harassment or Assault 4

DUI/D 1

DUR 2

Fire/Medical 10

Fraud 3

Juvenile/Family Incident 6

Missing/Recovered Juvenile – Adult 4 - 1

Noise 6

Protection Order Violation 3

Sex Assault/Misconduct Investigations 3

Suicidal/Welfare 16

Suspicious Person/Vehicle/Occurrence 38

Theft 8

Warrant Arrest 1

Your Eagle Police Department continues with similar trends regarding calls for service (CFS) as in the previous month, as related to VIN checks, abandoned vehicles, parking complaints, alarms, security checks and directed patrol activities. EPD noted an increase with juvenile incidents and missing minors, thefts, burglaries and suicidal/welfare calls since March. A portion of the suicidal/welfare CFS increase has ties to the behavioral and mental health issues related to CoVid19. There has been a spike across Eagle County related to school-aged children over 12 years of age seeking counseling.

With spring in the air, your EPD team has been seeking opportunities to get back into the pre-pandemic community engagement mode that we were accustomed to. EPD is hopeful that more restrictions will be lifted May 27th, so other activities (i.e. basketball with kids, lemonade stands, cup of joe with Joe, etc.) may be reinitiated.

EPD joined ECSO for the Drug Takeback Event. EPD and ECSO team members were posted at the Eagle City Market. The event is normally held each year to collect unused or expired prescription drugs, so they don't end up down the drain.

Yep, another pursuit on I-70... Colorado State Patrol (CSP) attempted to stop a vehicle driving over 100 MPH westbound on Interstate 70 from Vail. EPD units set up at the Eagle exit to prevent the vehicle from driving into Town. CSP had spike strips ready at the Eagle exit. As the pursued vehicle approached the Eagle exit, the driver crossed the median and drove off at a high speed eastbound on I-70. The driver of the pursued vehicle ended up in the Avon area and at the request of CSP, Eagle units closed eastbound I-70 at the Eagle exit. The vehicle was pursued by CSP again westbound, but CSP lost sight of the vehicle. The vehicle was eventually located abandoned on Bellyache Ridge Road (Red Sky Ranch) and discovered to have been stolen.

State Champs! EPD celebrated with BMHS Huskies' Hockey Team by leading the championship parade From Broadway to Eagle Ranch. There was quite a turnout from our community to show support for the BMHS State Champions. Thank you to all involved for making the parade a safe event for participants and spectators.

Kudos alert! Great job to a local bicycle shop with our "See Something, Say Something" community awareness campaign! An alert local bicycle shop owner became suspicious when a minor brought in a newer, extremely expensive mountain bike to the shop for service. The minor had a short conversation at the bike shop, revealing that the youth had no knowledge about the bike or its components. The minor made a comment that he bought the mountain bike for \$500.00. The bicycle shop was familiar with the brand of bike, which sold for nearly \$10,000 without additional owner equipment. EPD began an investigation and discovered that the bicycle was connected to a burglary in Vail. Apparently, the minor was casing areas in Vail for several weeks when he discovered the bike locked in a storage area. EPD assisted Vail Police with locating the minor and bringing the minor to the Eagle County Court, where he was advised of burglary and theft charges by the juvenile judge. EPD was advised that a parent of the minor may have been involved in the burglary as well.

Escape! Our overnight shift officer came upon some mischief just prior to 5:00 one morning. Several mischiefs elected to escape their home and check out the Town of Eagle. Unfortunately, they elected to horse around on Grand Avenue and continued to jaywalk across the highway. Our EPD officer had no prior wrangler knowledge and EPD doesn't have lassos as part of regular EPD car equipment. An Eagle resident was contacted, corralled the 10 horses and took them back to their home.

Recommendation- Two of the three burglaries this month occurred at Town facilities. EPD has a possible lead for one of these burglaries. EPD has recommended passive surveillance at similar locations. Passive surveillance may prevent criminal activities or yield helpful information to investigators when a crime is committed. EPD recommends the installation of passive surveillance at our visitor center, water park, town park, new sanitation infrastructures and pavilion.

Investigations-On the note of investigations, EPD plans to respectfully request modifications to our staffing, to include a detective FTE in 2022, in order to support our patrol team. At this time, patrol officers have been performing complex investigations (many of which would normally be assigned to detective[s] in other agencies). This has taken the dayshift team off of patrol duties and community focus points on a more routine basis. EPD has also received feedback about the time it has taken to complete investigations, as the patrol officer assigned must also balance other patrol calls for service.

Traffic-There were several inquiries and CFS regarding traffic complaints. While officers have been limited to the number of opportunities to focus on these areas (due to staffing due to injuries and one vacancy), EPD has been

able to focus on the more problematic areas of concern (i.e. driver cited for reckless while driving 82 MPH on Brush Creek near Ouzel Lane).

After a lengthy integration period with the Ring smart security representative, EPD became part of the Ring/Neighbors app family this month. Notifications went out to those using the Ring and Neighbors applications.

***County Court** – Available upon request.*

***Local and Regional Calls for Service** – Available at Dispatch*

PUBLIC WORKS

This will be a more succinct update this month, I usually devote about two hours to writing these updates and the hours I had reserved this week were hijacked by a crisis du jour. Nevertheless, here's all the news from Public Works!

General

- Water, water, water - the irrigation season on agricultural lands in the Brush Creek Valley is in full swing and this has consumed a lot of recent time. "Why?" you may ask. The answer is really twofold: 1) The town owns significant water rights that we lease to the owner of the Haymeadow property for the purpose of continuing to irrigate the land until such time as it is developed; 2) the Town is the "keeper" of the Brush Creek Management Plan which is an enforceable plan that intended to maintain a minimum flow of water within Brush Creek. With regard to the Haymeadow, there have been numerous issues with the conveyance of water to the property, some due to beavers, and some due to the need to coordinate with Eagle County and their leaseholder on maintenance of ditches crossing the Brush Creek Valley Ranch Open Space. With regard to the Brush Creek Management plan, the plan never really contemplated irrigation diversion from Brush Creek prior to May 1, but this year we began seeing irrigation diversions in March. While the old adage is that "Whiskey is for drinking and water is for fighting", fortunately all parties are getting along. The recent challenges have highlighted the need to amend our water lease with Haymeadow, to create ditch maintenance agreement with Eagle County, and to update the Brush Creek Management plan. Mary Elizabeth and I have begun working on all of these things, and I'm coordinating a sit-down meeting with all of the interested parties – I'm picturing something akin to the sit-down meeting from the Godfather movie, minus the thugs and piano wire. Water ain't easy.
- We think we have successfully transitioned to management and calculation of Water and Sewer Plant Investment Fees from the Community Development Department to Public Works. It has been a learning curve for sure, but so far so good. There is quite a bit of building activity within Frost Creek, and the calculation of fees within Frost Creek is somewhat different than within the rest of the Town's water service area. It's been an interesting adventure.

Streets

- The gravel parking lot at the River Park was graded and compacted, and we contracted with a vendor to apply magnesium chloride to the gravel for the purpose of controlling dust and creating a more durable parking lot surface.
- Gravel alleys in the Downtown area have been graded and additional gravel added to fill in low spots that developed over the winter. This is normal annual spring maintenance and requires about two weeks of focused effort to complete.
- Gravel/soil road shoulder maintenance work is being performed now. This involves grading and compacting material along the edge of the asphalt to eliminate the drop-off next to the pavement. Much of this work had been deferred last year, so we are doing a lot of catch up this year. This operation requires several pieces of heavy equipment and five staff members. We really have Streets crew of four people, so we've been borrowing staff from the Water and Engineering divisions in order to complete this work. We are hoping to devote about two full weeks of effort to shouldering this year.

Buildings and Grounds

- Irrigation and landscape maintenance is in full swing. Lots of spring cleanup and startup type work.
- We have been able to fill three of six seasonal maintenance workers within B&G. We've made job offers to a number of applicants that have been declined – the general feedback we are getting is that we are

not wage competitive within the job market for these types of positions. This is something that I will be working with Brandy and Lynette to try to address.

Water/Wastewater

- Water filter maintenance at the Upper Basin Water Treatment Plant (UBWTP) has been completed and we are ready for the onset of spring runoff.
- The Lower Basin Water Treatment Plant (LBWTP) continues, and the contractor currently anticipates substantial completion of the project to be in late July.
- Staff is ramping up to begin operations at the LBWTP later this summer. The operation of this plant is significantly different and more complex than at the UBWTP, particularly with regard to the use of hazardous chemicals. We will be entering a new world of hazardous material handling and management. Staff are assessing what sort of Personal Protective Equipment, spill planning, and training will be necessary.

Open Space

- Seasonal wildlife closures on Town open space and trails have ended, wildlife closures on County open space continue. Trail conditions are reportedly very good.
- We are struggling to get a contractor committed to construction of improvements at the Haymaker Trailhead but pursuing additional proposals.
- We recently made a condition assessment of the timber bridge across Abrams Creek on the Lov Connection trail. The bridge needs some basic maintenance and also some structural improvements. A local structural engineer, Sean Kerrigan, has graciously offered to pro bono prepare a structural report that will provide recommendations to the Town for the improvement and maintenance of this structure.
- The County will begin construction of the rim connection trail between Town open space and Hardscrabble Road in July. The trail will be named Adam's Way in honor of Adam Palmer.
- Our trail seasonal maintenance worker has begun working for us this summer and is performing a variety of trail and signage maintenance work.

Engineering

- Comcast construction has begun, so lots of coordination with them and their contractor on right-of-way permitting.
- Lots of development application related meetings and review work.



To: Mayor and Town Council

From: Jill Kane, Finance Director

Date: May 11, 2021

Re: March 31, 2021 Budget to Actual Report and Revenue Analysis

This report is a revenue analysis for the first quarter of the year, ending March 31, 2021. Attached to this revenue analysis is the corresponding *Budget to Actual Report*. This analysis provides a narrative for all revenues that had significant changes from the first quarter in 2020 to the first quarter in 2021. This report also discusses any budget to actual significant variances.

Please review the attached *Budget to Actual Report* in conjunction with the analysis below. The *Budget to Actual Report* for the quarter ending March 31, 2021 includes 2020 first quarter actuals for comparison purposes. The report also includes 2021 annual budgeted amounts. The column that calculates the *unearned* or *unexpended* amount and percentage compared to budget show the collections/spending for the year compared to the annual budgeted amounts.

A significant change is considered to be a variance that is greater than \$15,000 AND 10% over the prior year.

General Fund Revenues – Budget to Actual - In the first quarter of 2021 the General Fund has collected 27% of budgeted revenues. Net revenues currently exceed expenditures by \$729,708.

- **Tax Revenue**

- **Combined Sales Tax:** Regular, marijuana, and tobacco sales tax collections are \$367,532 or 27% over prior year (PY). The Town is currently at 26% of budget for the year.

Regular sales tax is up 18% over PY which is mainly due to online sales tax collections. Online sales tax collection began in July of 2019 and it has taking some companies awhile to get on board with the sales tax remittance process. The Town will continue to see increases in that category until all companies are remitting appropriately.

Marijuana and tobacco taxes are up 522% over PY. This increase is due to the Town not collecting tobacco tax until July of 2020. Also, Tumbleweed is now collecting and remitting marijuana sales tax as of November 2020. *(Regular/Marijuana/tobacco sales taxes will be shown together until there are a few years of history and marijuana sales tax (sweet leaf sales tax) is not presented alone)*

- **Marketing Lodging Tax:** There is a year over year (YOY) Increase in lodging tax revenues of \$21,717 or 80% in the first quarter of 2021. This increase is due to the changes in occupation tax approved by voters in November 2020. Effective January 1, 2021 the lodging tax rate changed from \$4/night to 6% of revenues collected. The tax is split equally between Marketing & Events in the General

Fund and the Open Space Fund. Revenues are currently at 58% of budget for first quarter, staff will modify this revenue projection during the year end budget process.

- **Licenses & Permits**

- **Building Permits:** There is a YOY decrease of \$74,568 (73%). Building permit revenue will fluctuate based on the timing of projects. In the first quarter of 2021 there were 44 permits pulled with a valuation of approximately \$1,080,000, compared to 65 permits in the first quarter of 2020 with a valuation of approximately \$9,800,000. In 2021 the permits pulled have mainly been for remodels or smaller projects, whereas 2020 included several new residential and commercial permits, valuing approximately \$7,270,000.

- **Miscellaneous Revenue**

- **Interest & Penalties:** Most of the Town's funds are held in COLOTRUST. In 2019 the interest rate on investments was approximately 2.5%. In 2020 the interest rate significantly reduced month over month, ending the year at 0.12%. Unfortunately, rates have only continued to decline with COLOTRUST ending the first quarter with interest rates around 0.06%. There is a YOY decrease of \$17,910 or (94%) in interest & penalties and the Town is currently only at 9% of annual budget, this revenue will need to be decreased in future budget projections.
- **Other Miscellaneous Revenue:** The Town has collected \$107,580 in the miscellaneous revenue category which is 98,220 over first quarter 2020. This is due to the \$105,500 settlement between Eagle County School District and the Town of Eagle. This settlement was not budgeted and thus the Town is exceeding budget by \$92,580. Staff will revise this budgeted projection during the budget process at year-end.

Enterprise Fund Revenues – Budget to Actual

- **Water Fund** – In the first quarter of 2021 the Water fund has collected 15% of budgeted revenues. This is expected as most of the Town's water sales occur during the summer months and the anticipated development projects have not started yet. Expenditures currently exceed net revenues by \$396,859 and this is mainly due to the Lower Basin Water Treatment Plant construction and timing of debt service payments. Staff is anticipating ending the year with expenditures exceeding net revenues by \$2,840,592.
 - **Water Materials & Other:** These fees are mainly meter fees collected for new or redeveloped construction. Since there has not been any permits pulled for new construction in the first quarter, it is expected that this revenue would be low as well. First quarter 2021 revenues were \$20,920 or (84%) below 2020 first quarter collections and are currently at 4% of the annual budget. Staff anticipates this revenue to increase closer to budgeted amounts by the end of the year.
 - **Plant Investment Fees:** Year to date (YTD) water plant investment fees are down \$36,844 or (52%) over 2020 and currently are only at 4% of the annual budget. This is revenue that is mainly collected on new construction projects and will fluctuate based on the timing of projects. Since there have not been any permits pulled for new construction in 2021, staff would expect this revenue to be low, however staff does anticipate this revenue to increase over the year closer to budgeted amounts.
 - **Water Fund Interest (all acct):** In 2019 the interest rate on investments was approximately 2.5%. In 2020 the interest rate significantly reduced month over month, ending the year at 0.12%. Unfortunately, rates have only continued to decline with COLOTRUST ending the first quarter with interest rates around 0.06%. There is a YOY decrease of \$47,832 or (96%) in water fund interest and

the Town is currently only at 16% of annual budget. This revenue will need to be decreased in future budget projections.

- **Utility Fund (Wastewater Fund)** – In the first quarter of 2021 Wastewater has collected 19% of budgeted revenue which is expected. Net revenues currently exceed expenditures by \$20,842. Staff is expecting to end the year with net revenues exceeding expenditures by \$1,037,172 which will mainly be due to plant investment fees.
 - **Plant Investment Fees:** YTD wastewater plant investment fees are down \$102,00 or (86%) over 2020 and currently are at 2% of the annual budget. This is revenue that is mainly collected on new construction projects and will fluctuate based on the timing of projects. Since there have not been any permits pulled for new construction in 2021, staff would expect this revenue to be low, however staff does anticipate this revenue to increase over the year closer to budgeted amounts.
 - **Wastewater Fund Interest:** In 2019 the interest rate on investments was approximately 2.5%. In 2020 the interest rate significantly reduced month over month, ending the year at 0.12%. Unfortunately, rates have only continued to decline with COLOTRUST ending the first quarter with interest rates around 0.06%. There is a YOY decrease of \$21,754 or (94%) in water fund interest and the Town is currently only at 11% of annual budget, this revenue will need to be decreased in future budget projections.
- **Refuse Fund** – In the first quarter of 2021 refuse has collected 25% of budgeted revenue which is expected. Net revenues currently exceed expenditures by \$14,368. Staff is expecting to end the year with net revenues exceeding expenditures by \$6,851. There were no revenue variances that exceed the threshold for additional comment.
- **Stormwater Fund** – In the first quarter of 2021 stormwater has collected 21% of budgeted revenue which is slightly lower than anticipated. Stormwater fee collection should be relatively consistent at about 25% a quarter. Staff is looking into the variance from projection and will report to the Council once evaluated in more detail. Although Council approved the Stormwater Fund in 2020 a stormwater service fee was not charged until 2021 due to COVID relief for utility customers. Net revenues currently exceed expenditures by \$20,872. The Budget is not projecting a net increase or decrease in fund balance.
- **Capital Improvement Fund Revenue– Budget to Actual** – In the first quarter of 2021 the Capital Improvements Fund has collected only 1% of budgeted revenues. All capital improvement fund revenues are one-time revenues and based on the timing of projects. Also, the Town does not make fund transfers until the end of the year in case changes need to be made. The general fund transfer accounts for 61% of budgeted revenues for 2021. Expenditures currently exceed net revenues by \$28,493. Staff is expecting to end the year with net revenues exceeding expenditures by \$878,168.
 - **Use Tax:** The Town collected \$14,487 of use tax in the first quarter of 2021 which is \$99,214 (87%) below PY and is 3% of the 2021 annual budget. This is another revenue that is not consistent YOY and is dependent on projects completed each year. The amount collected is consistent with the variance in building permits YOY and the valuation of those building permits. Staff is still anticipating to meet or exceed budget through the end of the year.

Sales Tax Capital Improvement Fund (STCIF) – Budget to Actual – In the first quarter of 2021 the STCIF has collected 29% of budgeted revenues and net revenues currently exceed expenditures by \$212,767.

- **Sales Tax:** The STCIF 0.5% sales tax collections for the first quarter 2021 are \$30,428 or 18% over PY and 28% of budget. Online sales tax collection began in July of 2019 and it has been taking some

companies awhile to get on board with the sales tax remittance process. The Town will continue to see increases in that category until all companies are remitting appropriately.

Open Space Fund Revenues – Budget to Actual – In the first quarter of 2021 the Open Space Fund has collected 20% of budgeted revenues and net revenues currently exceed expenditures by \$21,681. Although the budget currently projects expenditures to exceed net revenues by \$16,871, if lodging tax collections continue at the first quarter rate the Town should end the year with an increase to fund balance.

- **Lodging Tax:** There is a YOY Increase in lodging tax revenues of \$21,717 or 80% in the first quarter of 2021 due to the changes in occupation tax approved by voters in November 2020. Effective January 1, 2021 the lodging tax rate changed from \$4/night to 6% of revenues collected. The tax is split equally between Marketing & Events in the General Fund and the Open Space Fund. Revenues are currently at 58% of budget for first quarter, staff will increase this revenue projection during the year end budget process.

Conservation Trust Fund (CTF) – Budget to Actual – In the first quarter of 2021 the CTF has collected 31% of budgeted revenue which is reasonable. Although a relatively consistent revenue, there are fluctuations throughout the year based on lottery ticket sales. The State has announced that there have been increases in lottery ticket sales since the beginning of the pandemic. Net revenues currently exceed expenditures by \$9,793. Staff is expecting to end the year with net revenues exceeding expenditures by \$2,300. There were no revenue variances that exceed the threshold for additional comment.

**TOWN OF EAGLE - GENERAL FUND
REVENUES & EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE QUARTER ENDING MARCH 31, 2021**

	PY ACTUAL	YTD ACTUAL	% TO PY	BUDGET	UNEARNED	% TO BUDGET
TAX REVENUE						
General Property	\$ 150,246	\$ 163,402	109%	\$ 353,142	\$ 189,740	46%
Specific Ownership	3,769	5,016	133%	16,500	11,484	30%
Sales Tax /Special Marijuana & Tobacco Sales Tax	1,378,911	1,746,443	127%	6,658,000	4,911,558	26%
Severance Tax	-	-	-	350	350	0%
Federal Mineral Tax	-	-	-	250	250	0%
Franchise Tax	39,951	40,037	100%	210,000	169,963	19%
Marketing Lodging Tax	27,052	48,769	180%	84,000	35,231	58%
TOTAL TAX REVENUE	\$ 1,599,929	\$ 2,003,666	125%	\$ 7,322,242	5,318,576	27%
LICENSE & PERMIT REVENUE						
Business Licenses	\$ 23,240	\$ 29,011	125%	\$ 32,000	\$ 2,989	91%
Liquor Licenses	2,375	279	12%	4,800	4,521	6%
Tobacco & Marijuana Licenses	5,750	3,500	61%	4,000	500	88%
Marketing Fee - License	3,160	3,769	119%	5,240	1,471	72%
Building Permits	102,606	28,038	27%	384,000	355,962	7%
Electrical Permits	7,206	3,899	54%	34,000	30,101	11%
Road Cut Permits	300	900	300%	2,800	1,900	32%
Sign Permits	200	-	0%	650	650	0%
Special Event Permits	100	-	0%	250	250	0%
TOTAL LICENSE & PERMIT REVENUE	\$ 144,937	\$ 69,395	48%	\$ 467,740	\$ 398,345	15%
INTERGOVERNMENTAL REVENUE						
Motor Vehicle License Fee	\$ 6,698	\$ 8,357	125%	\$ 31,000	\$ 22,643	27%
Highway Users Tax	57,071	50,486	88%	223,545	173,059	23%
Cigarette Tax	2,596	-	0%	-	-	-
Road & Bridge Fund	45,072	47,569	106%	98,000	50,431	49%
County Sales Tax	42,558	53,116	125%	196,500	143,384	27%
Grants	11,250	11,924	106%	25,000	13,076	48%
Intergovernmental Contributions	-	-	-	-	-	-
TOTAL INTERGOVERNMENTAL REVENUE	\$ 165,244	\$ 171,451	104%	\$ 574,045	\$ 402,594	30%
CHARGES FOR SERVICES						
Planning & Zoning Fees	\$ 9,950	\$ 6,158	62%	\$ 26,000	\$ 19,842	24%
Planning & Zoning Reimbursable	4,106	4,728	115%	159,000	154,272	3%
Facility Usage Fees	3,656	943	26%	16,100	15,157	6%
Facility Usage Deposits	-	100	-	-	(100)	-
Sponsorship & Event Revenue	-	-	-	32,000	32,000	0%
TOTAL CHARGES FOR SERVICES	\$ 17,711	\$ 11,929	67%	\$ 233,100	\$ 221,171	5%
FINES & FORFEITURES						
Fines & Forfeits	\$ 12,614	\$ 1,360	11%	\$ 41,500	\$ 40,140	3%
Police Surcharge	-	14	-	3,000	2,986	0%
Police Miscellaneous	340	1,038	305%	1,500	462	69%
Police Grants	-	-	-	19,000	19,000	0%
Special Duty Reimbursable	2,370	3,090	130%	29,000	25,910	11%
TOTAL FINES & FORFEITURES	\$ 15,324	\$ 5,502	36%	\$ 94,000	\$ 88,498	6%
MISCELLANEOUS REVENUE						
Interest & Penalties Total	\$ 19,092	\$ 1,181	6%	\$ 13,500	\$ 12,319	9%
Information Center Total	7,800	-	0%	-	-	-
Rental Income	4,280	4,582	107%	15,600	11,018	29%
Sales of Fixed Assets	-	2,225	-	-	(2,225)	-
Insurance Proceeds	-	14,500	-	-	(14,500)	-
Other Miscellaneous Revenue Total	9,360	107,580	1149%	15,000	(92,580)	717%
TOTAL MISCELLANEOUS REVENUE	\$ 40,532	\$ 130,068	321%	\$ 44,100	\$ (85,968)	295%

TOWN OF EAGLE - GENERAL FUND
REVENUES & EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE QUARTER ENDING MARCH 31, 2021

	PY ACTUAL	YTD ACTUAL	% TO PY	BUDGET	UNEARNED	% TO BUDGET
TRANSFERS FROM OTHER FUNDS						
Refuse Fund	-	-	-	20,000	20,000	0%
TOTAL TRANSFERS FROM OTHER FUNDS	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>0%</u>
TOTAL GENERAL FUND REVENUES	<u>\$ 1,983,678</u>	<u>\$ 2,392,012</u>	<u>121%</u>	<u>\$ 8,755,227</u>	<u>\$ 6,363,215</u>	<u>27%</u>
EXPENDITURES						
	PY ACTUAL	YTD ACTUAL	% TO PY	BUDGET	UNEXPENDED	% TO BUDGET
TOWN COUNCIL	\$ 17,281	\$ 38,997	226%	\$ 307,918	\$ 268,921	13%
GENERAL GOVERNMENT	100,123	118,115	118%	452,757	334,642	26%
GENERAL ADMINISTRATION	142,538	157,879	111%	789,256	631,377	20%
COMMUNITY DEVELOPMENT	121,212	170,230	140%	1,109,557	939,327	15%
STREETS	192,336	198,800	103%	1,610,074	1,411,274	12%
ENGINEERING	26,204	62,020	237%	294,525	232,505	21%
BUILDINGS & GROUNDS	202,085	186,136	92%	940,702	754,566	20%
PUBLIC SAFETY	408,063	663,582	163%	2,174,667	1,511,085	31%
MUNICIPAL COURT	17,225	17,552	102%	83,586	66,034	21%
INFORMATION CENTER	10,672	7,557	71%	50,794	43,237	15%
MARKETING & EVENTS	30,094	41,437	138%	380,314	338,877	11%
TRANSFERS TO OTHER FUNDS	-	-	-	2,050,000	2,050,000	0%
TOTAL GENERAL FUND EXPENDITURES	<u>\$ 1,267,834</u>	<u>\$ 1,662,304</u>	<u>131%</u>	<u>\$ 10,244,150</u>	<u>\$ 8,581,846</u>	<u>16%</u>
NET REVENUES OVER(UNDER) EXPENDITURES	<u>\$ 715,844</u>	<u>\$ 729,708</u>	<u>102%</u>	<u>\$ (1,488,923)</u>	<u>\$ (2,218,631)</u>	<u>-49%</u>

TOWN OF EAGLE - ENTERPRISE FUNDS

TOWN OF EAGLE - WATER FUND REVENUES & EXPENDITURES WITH COMPARISON TO BUDGET FOR THE QUARTER ENDING MARCH 31, 2021

	PY ACTUAL	YTD ACTUAL	% TO PY	BUDGET	UNEARNED/ UNEXPENDED	% TO BUDGET
REVENUES						
Debt Service Surcharge	\$ 115,483	\$ 116,847	101%	\$ 461,900	\$ 345,053	25%
Water Sales - In Town	535,749	531,817	99%	3,230,000	2,698,183	16%
Water Sales - Out Of Town	86,410	80,824	94%	478,000	397,176	17%
Water Materials & Other	25,040	4,120	16%	97,000	92,880	4%
Plant Investment Fees (Tap Fees)	71,023	34,179	48%	886,000	851,821	4%
Water Fund Interest	49,633	1,882	4%	12,000	10,118	16%
Water Rights Interest	296	216	73%	120	(96)	180%
Grants	-	-	-	-	-	-
Service Charge	2,850	4,305	151%	12,000	7,695	36%
Reimbursable Income	1,256	-	0%	-	-	-
Water Miscellaneous	-	-	-	-	-	-
TOTAL WATER FUND REVENUE	\$ 887,740	\$ 774,189	87%	\$ 5,177,020	\$ 4,402,831	15%
EXPENDITURES						
TOTAL WATER FUND EXPENDITURES	\$ 1,376,944	\$ 1,171,049	85%	\$ 8,414,471	\$ 7,243,422	14%
NET REVENUES OVER(UNDER) EXPENDITURES	\$ (489,204)	\$ (396,859)	81%	\$ (3,237,451)	\$ (2,840,592)	12%

TOWN OF EAGLE - UTILITY FUND (WASTEWATER & BROADBAND) REVENUES & EXPENDITURES WITH COMPARISON TO BUDGET FOR THE QUARTER ENDING MARCH 31, 2021

	PY ACTUAL	YTD ACTUAL	% TO PY	BUDGET	UNEARNED/ UNEXPENDED	% TO BUDGET
REVENUES						
Wastewater Sales	\$ 683,519	\$ 691,827	101%	\$ 2,851,000	\$ 2,159,173	24%
Plant Investment Fees (Tap Fees)	118,000	16,000	14%	828,000	812,000	2%
Wastewater Interest	23,132	1,378	6%	12,000	10,622	11%
Miscellaneous	61	-	0%	-	-	-
TOTAL WASTEWATER FUND REVENUE	\$ 824,712	\$ 709,206	86%	\$ 3,691,000	\$ 2,981,794	19%
EXPENDITURES						
TOTAL WASTEWATER FUND EXPENDITURES	\$ 646,504	\$ 688,364	106%	\$ 2,653,828	\$ 1,965,464	26%
NET REVENUES OVER(UNDER) EXPENDITURES	\$ 178,209	\$ 20,842	12%	\$ 1,037,172	\$ 1,016,330	2%

TOWN OF EAGLE - REFUSE FUND REVENUES & EXPENDITURES WITH COMPARISON TO BUDGET FOR THE QUARTER ENDING MARCH 31, 2021

	PY ACTUAL	YTD ACTUAL	% TO PY	BUDGET	UNEARNED/ UNEXPENDED	% TO BUDGET
REVENUES						
Trash Fees	\$ 145,619	\$ 150,501	103%	\$ 601,000	\$ 450,499	25%
Yardwaste Fees	10,172	10,286	101%	40,800	30,514	25%
Admin Fee	6,386	6,441	101%	25,500	19,059	25%
Interest	985	45	5%	450	405	10%
TOTAL REFUSE FUND REVENUE	\$ 163,161	\$ 167,273	103%	\$ 667,750	\$ 500,477	25%
EXPENDITURES						
TOTAL REFUSE FUND EXPENDITURES	\$ 147,440	\$ 152,905	104%	\$ 660,899	\$ 507,994	23%
NET REVENUES OVER(UNDER) EXPENDITURES	\$ 15,721	\$ 14,368	91%	\$ 6,851	\$ (7,517)	210%

TOWN OF EAGLE - ENTERPRISE FUNDS (continued)

**TOWN OF EAGLE - STORMWATER FUND
REVENUES & EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE QUARTER ENDING MARCH 31, 2021**

	PY ACTUAL	YTD ACTUAL	% TO PY	BUDGET	UNEARNED/ UNEXPENDED	% TO BUDGET
REVENUES						
Stormwater Service Charges	\$ -	\$ 22,168	-	\$ 106,000	\$ 83,832	21%
TOTAL REFUSE FUND REVENUE	\$ -	\$ 22,168	-	\$ 106,000	\$ 83,832	21%
EXPENDITURES						
TOTAL REFUSE FUND EXPENDITURES	\$ -	\$ 1,297	-	\$ 106,000	\$ 104,703	1%
NET REVENUES OVER(UNDER) EXPENDITURES	\$ -	\$ 20,872	-	\$ -	\$ (20,872)	-

TOWN OF EAGLE - CAPITAL IMPROVEMENT FUNDS

TOWN OF EAGLE - CAPITAL IMPROVEMENTS FUND REVENUES & EXPENDITURES WITH COMPARISON TO BUDGET FOR THE QUARTER ENDING MARCH 31, 2021

	PY ACTUAL	YTD ACTUAL	% TO PY	BUDGET	UNEARNED/ UNEXPENDED	% TO BUDGET
REVENUES						
Capital Improvements Interest	\$ 13,211	\$ 1,093	8%	\$ 6,000	\$ 4,907	18%
Community Enhancement Interest	732	37	5%	250	213	15%
Devolution & Transportation Interest	7,369	354	5%	3,000	2,646	12%
Community Enhancement Fund	-	-	-	48,000	48,000	0%
Developer Contribution - Grand Avenue	-	-	-	360,000	360,000	0%
Eagle County Reimbursement	-	-	-	150,000	150,000	0%
Public Safety Impact Fees	-	-	-	35,000	35,000	0%
Street Impact Fees	-	-	-	103,000	103,000	0%
Use Tax	113,701	14,487	13%	464,000	449,513	3%
Transfer From General Fund	-	-	-	1,890,000	1,890,000	0%
TOTAL CAPITAL IMPROVEMENTS FUND REVENUE	\$ 135,012	\$ 15,971	12%	\$ 3,059,250	3,043,279	1%
EXPENDITURES						
TOTAL CAPITAL IMPROVEMENT FUND EXPENDITURES	\$ 296,132	\$ 44,463	15%	\$ 2,181,082	2,136,619	2%
NET REVENUES OVER(UNDER) EXPENDITURES	\$ (161,121)	\$ (28,493)	18%	\$ 878,168	906,661	-3%

TOWN OF EAGLE - SALES TAX CAPITAL IMPROVEMENTS FUND (STCIF) REVENUES & EXPENDITURES WITH COMPARISON TO BUDGET FOR THE QUARTER ENDING MARCH 31, 2021

	PY ACTUAL	YTD ACTUAL	% TO PY	BUDGET	UNEARNED/ UNEXPENDED	% TO BUDGET
REVENUES						
SALES TAX	\$ 169,391	\$ 199,819	118%	\$ 724,000	\$ 524,181	28%
INTEREST - COLOTRUST	3,400	233	7%	1,200	967	19%
CONTRIBUTIONS & DONATIONS	-	12,964	-	-	(12,964)	-
TOTAL STCIF REVENUE	\$ 172,791	\$ 213,017	123%	\$ 725,200	512,183	29%
EXPENDITURES						
TOTAL STCIF EXPENDITURES	\$ -	\$ 250	#DIV/0!	\$ 567,976	567,726	0%
NET REVENUES OVER(UNDER) EXPENDITURES	\$ 172,791	\$ 212,767	123%	\$ 157,224	(55,543)	135%

TOWN OF EAGLE - SPECIAL REVENUES FUNDS

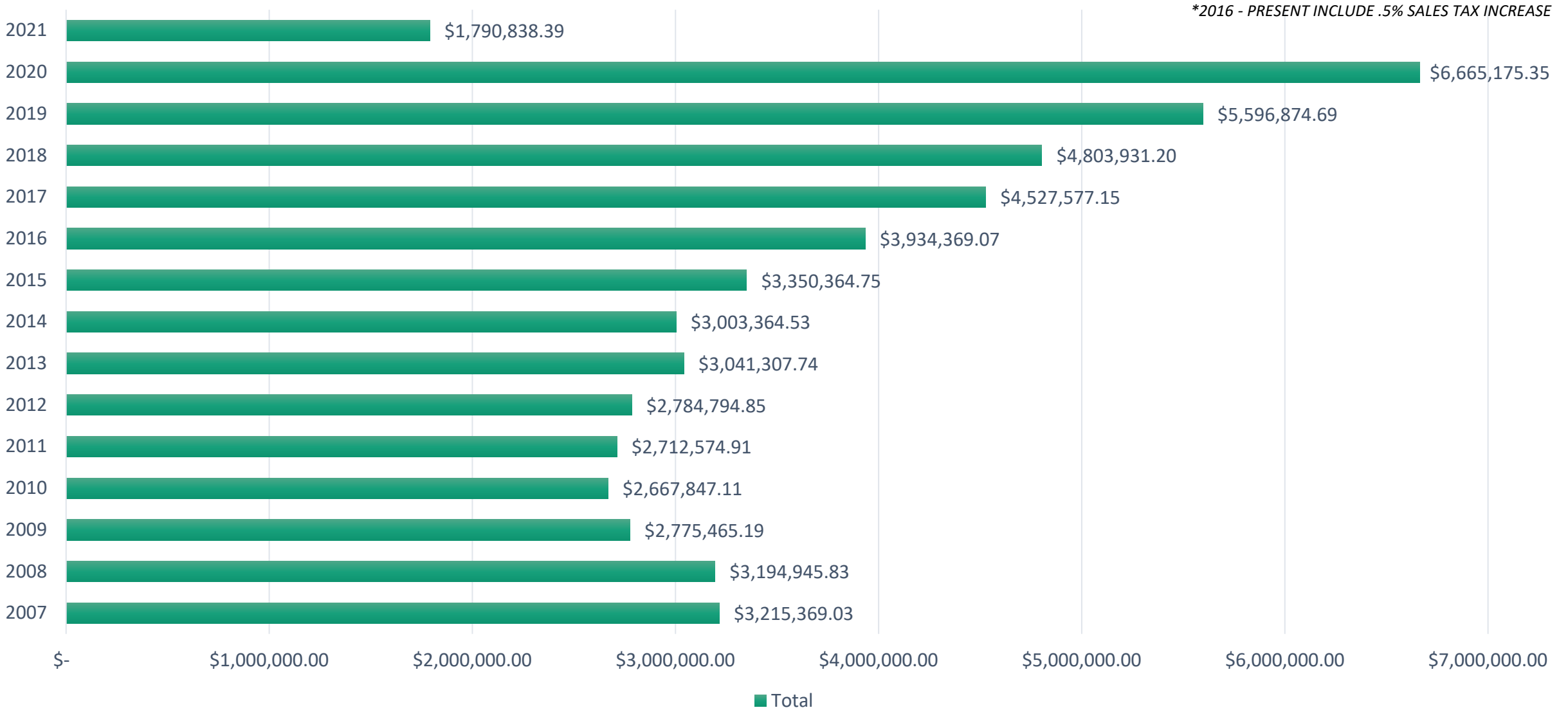
TOWN OF EAGLE - OPEN SPACE FUND REVENUES & EXPENDITURES WITH COMPARISON TO BUDGET FOR THE QUARTER ENDING MARCH 31, 2021

	PY ACTUAL	YTD ACTUAL	% TO PY	BUDGET	UNEARNED/ UNEXPENDED	% TO BUDGET
REVENUES						
LODGING TAX	\$ 27,052	\$ 48,769	180%	\$ 84,000	\$ 35,231	58%
OPEN SPACE INTEREST	1,392	68	5%	600	532	11%
INTERGOVERNMENTAL CONTRIBUTION	-	-	-	8,980	8,980	0%
TRANSFER FROM GENERAL FUND	-	-	-	150,000	150,000	0%
TOTAL OPEN SPACE FUND REVENUE	\$ 28,444	\$ 48,837	172%	\$ 243,580	\$ 194,743	20%
EXPENDITURES						
TOTAL OPEN SPACE FUND EXPENDITURES	\$ 12,910	\$ 27,156	210%	\$ 238,770	\$ 211,614	11%
NET REVENUES OVER(UNDER) EXPENDITURES	\$ 15,535	\$ 21,681	140%	\$ 4,810	\$ (16,871)	451%

TOWN OF EAGLE - CONSERVATION TRUST FUND REVENUES & EXPENDITURES WITH COMPARISON TO BUDGET FOR THE QUARTER ENDING MARCH 31, 2021

	PY ACTUAL	YTD ACTUAL	% TO PY	BUDGET	UNEARNED/ UNEXPENDED	% TO BUDGET
REVENUES						
LOTTERY PROCEEDS	\$ 8,493	\$ 9,769	115%	\$ 32,000	\$ 22,231	31%
CONSERVATION TRUST INTEREST	319	24	7%	300	276	8%
TOTAL CONSERVATION TRUST FUND REVENUE	\$ 8,812	\$ 9,793	111%	\$ 32,300	\$ 22,507	30%
EXPENDITURES						
TOTAL CONSERVATION TRUST FUND EXPENDITURES	\$ -	\$ -	-	\$ 30,000	\$ 30,000	0%
NET REVENUES OVER(UNDER) EXPENDITURES	\$ 8,812	\$ 9,793	111%	\$ 2,300	\$ (7,493)	426%

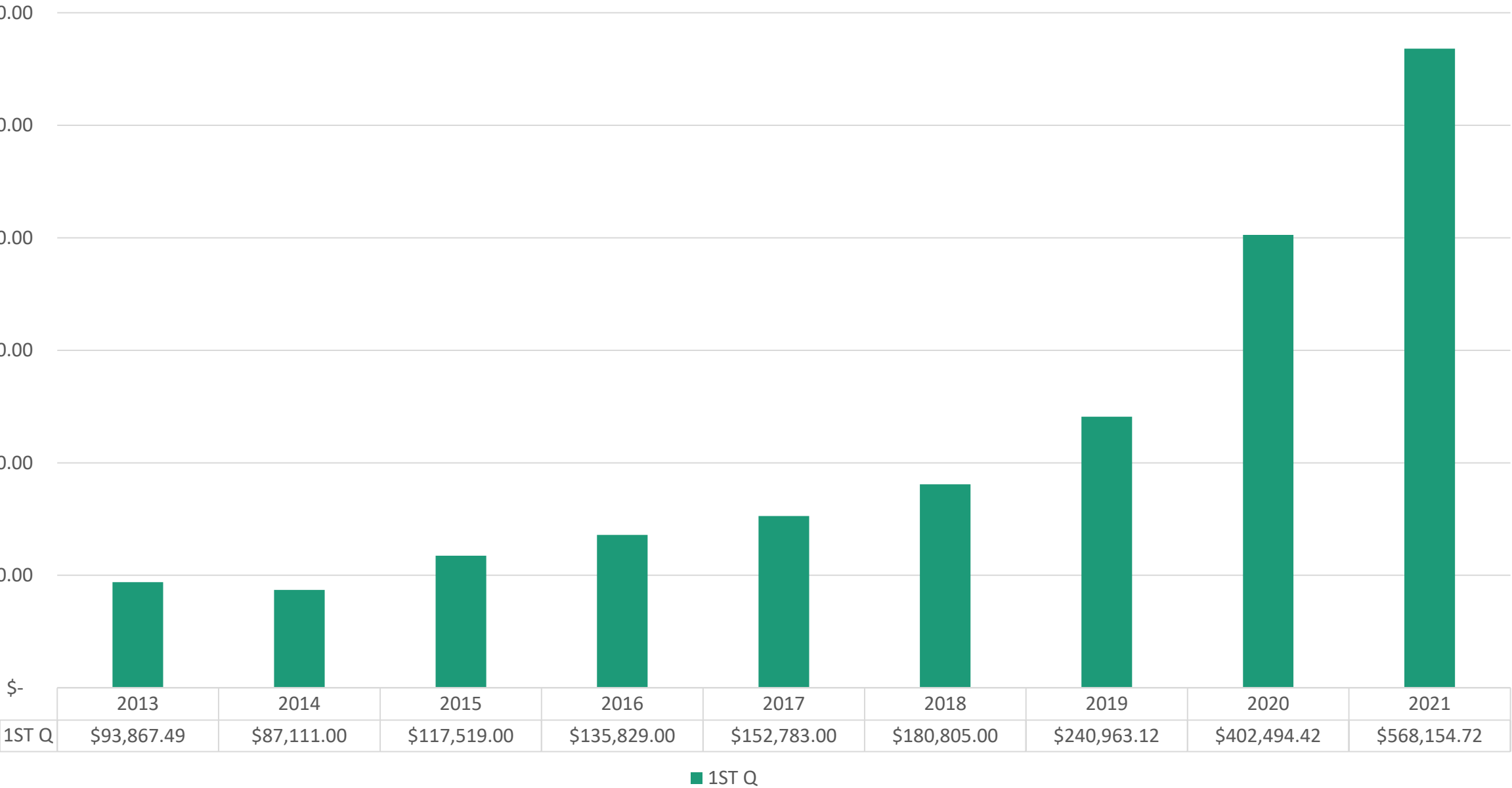
ANNUAL TOTAL SALES TAX 2007-2021 REVENUE PERIOD TOTALS



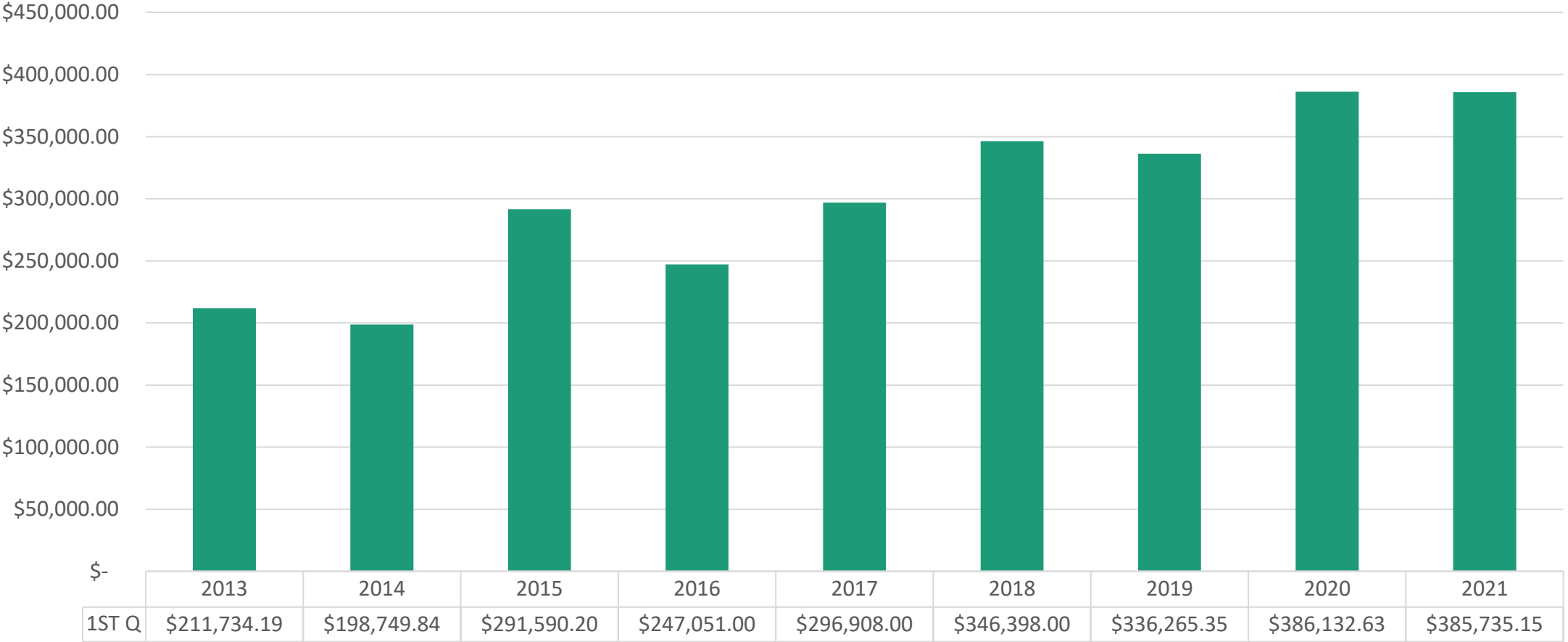
TOTAL SALES TAX BY QUARTER
2013-2021
REVENUE PERIOD TOTALS



RETAIL QUARTERLY COLLECTIONS
2013-2021



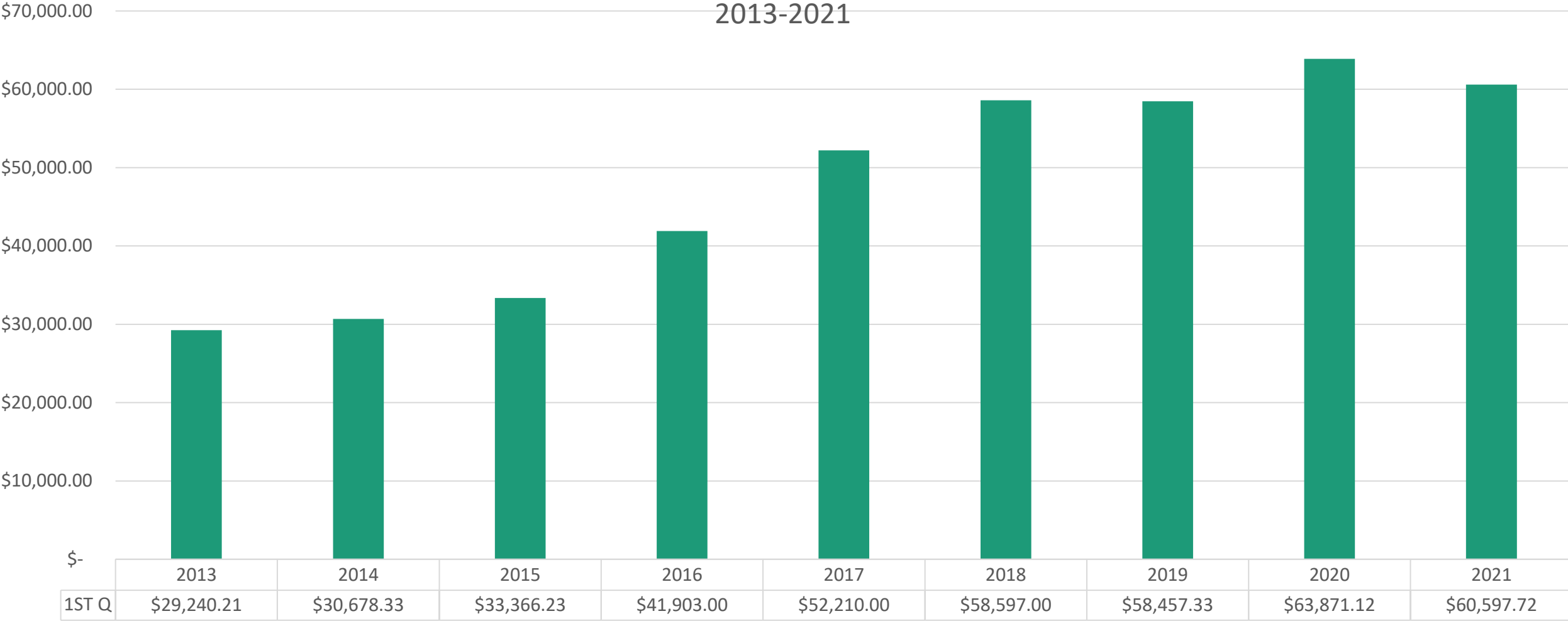
FOOD QUARTERLY COLLECTIONS
2013-2021



RESTAURANTS & BARS QUARTERLY COLLECTIONS
2013-2021



LIQUOR STORES QUARTERLY COLLECTIONS
2013-2021



■ 1ST Q

LODGING QUARTERLY COLLECTIONS

2013-2021



UTILITIES QUARTERLY COLLECTIONS 2013-2021



AUTOMOTIVE QUARTERLY COLLECTIONS
2013-2021

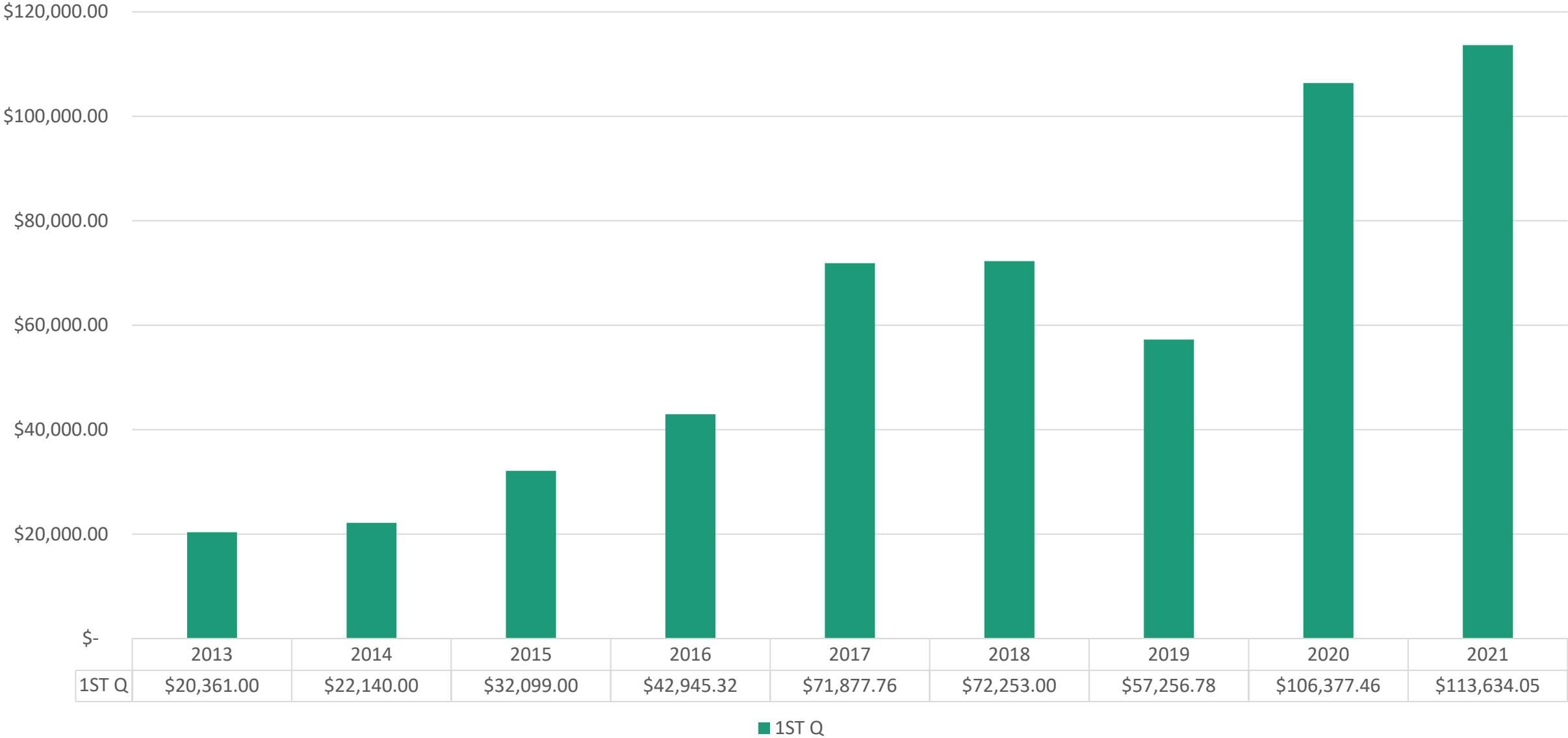


■ 1ST Q

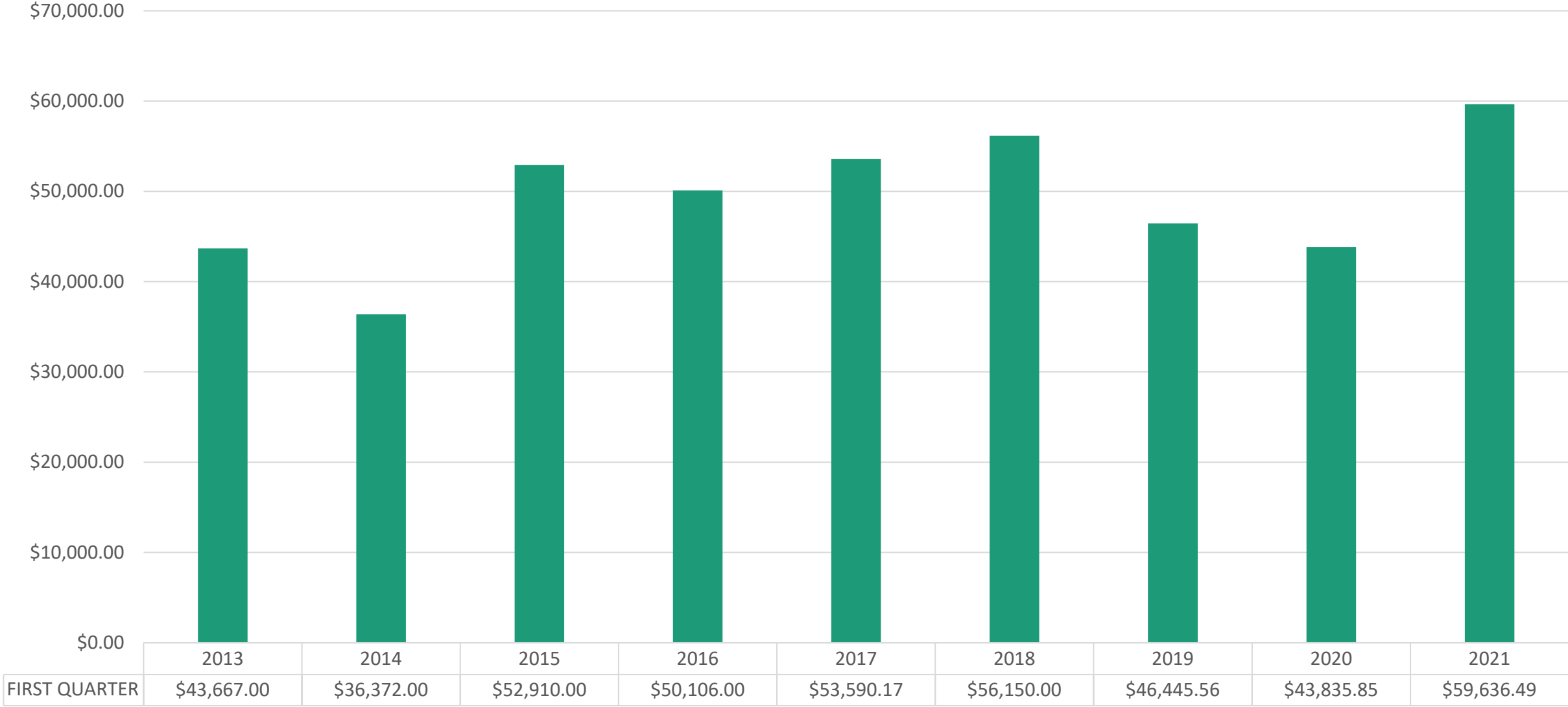
MISCELLANEOUS QUARTERLY COLLECTIONS
2013-2021



BUILDING/CONSTRUCTION QUARTERLY COLLECTIONS
2013-2021



DOWNTOWN DISTRICT QUARTERLY
2013-2021



■ FIRST QUARTER

CHAMBERS AVENUE QUARTERLY 2013-2021

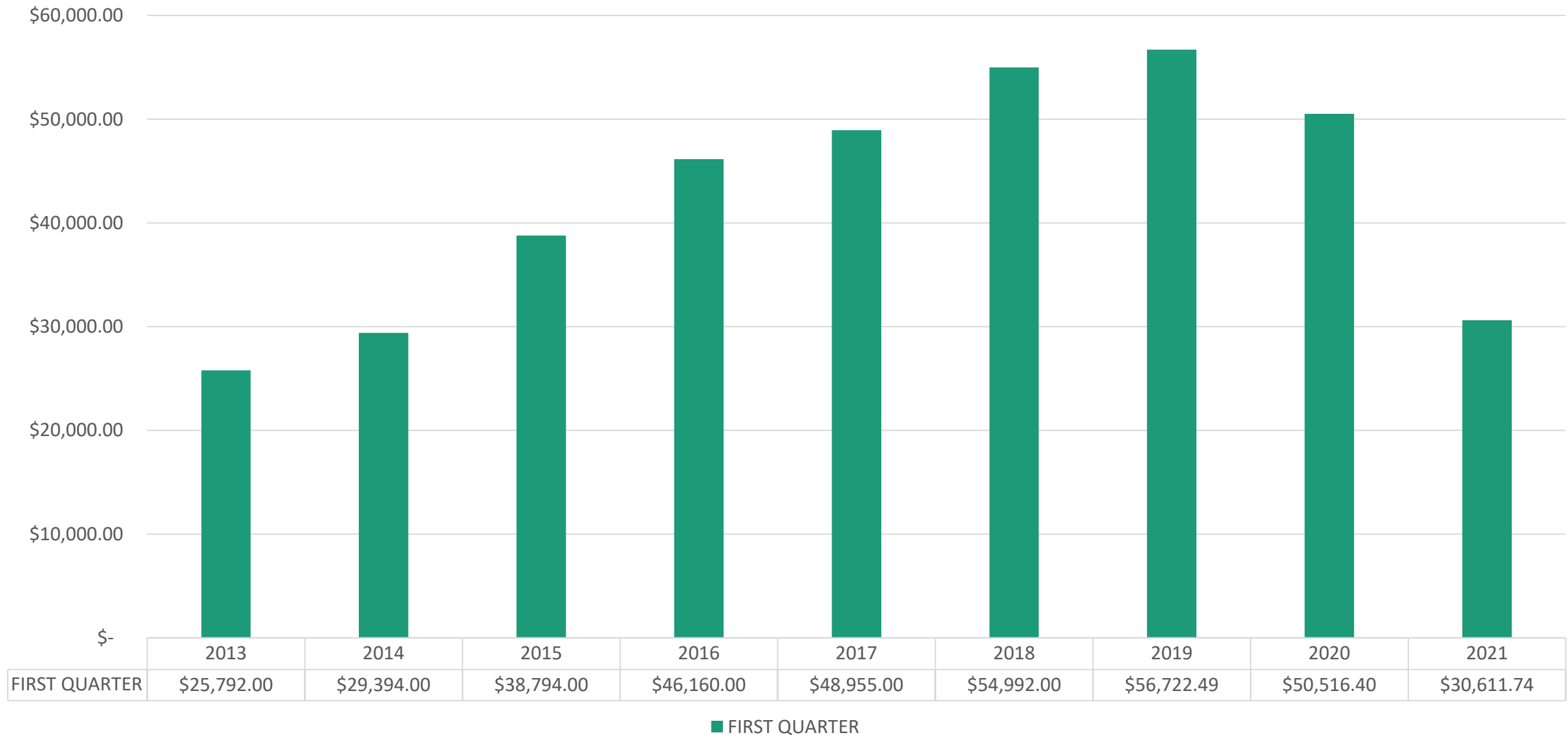


MARKET STREET QUARTERLY
2013-2021

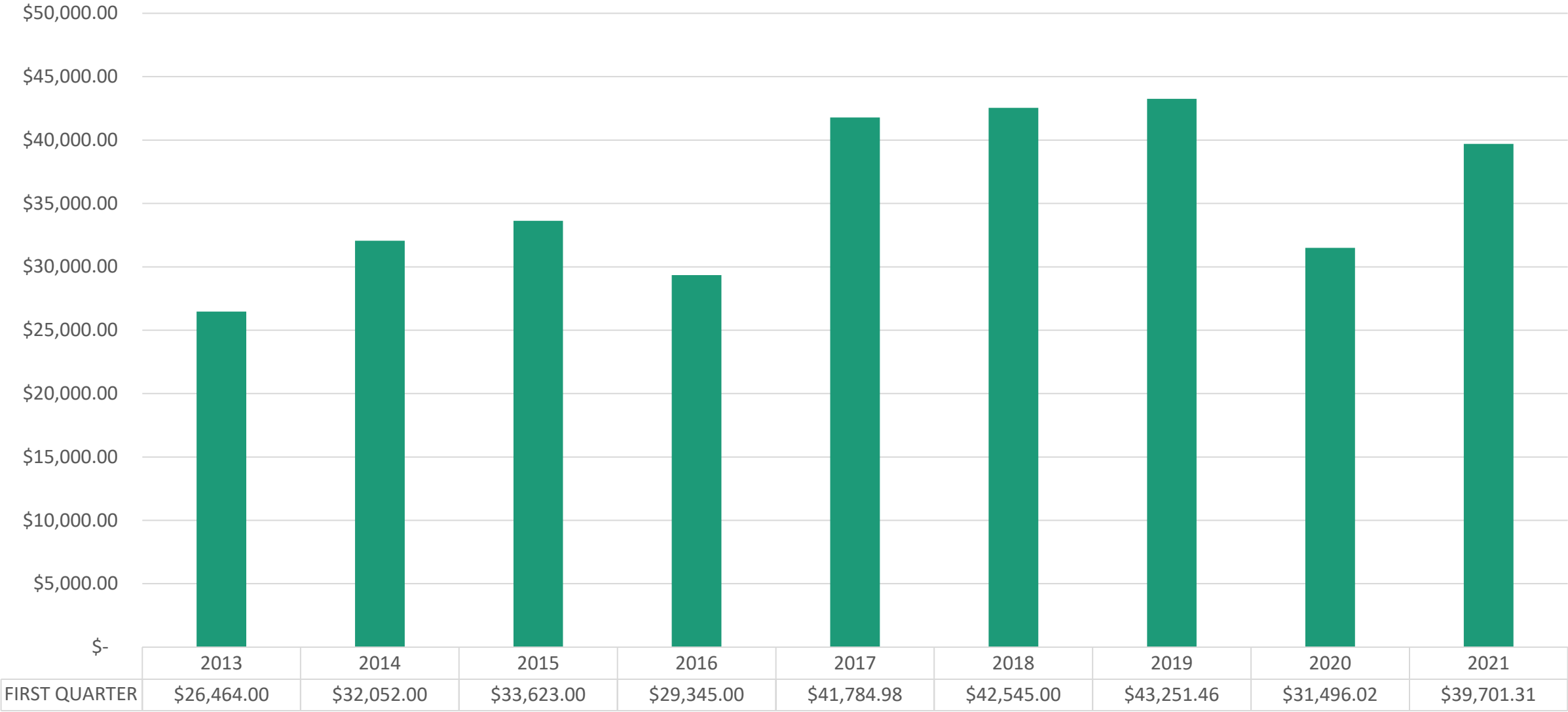


■ FIRST QUARTER

HIGHWAY 6/GRAND AVE. QUARTERLY 2013-2021



EAGLE RANCH QUARTERLY
2013-2021



■ FIRST QUARTER

OTHER AREAS QUARTERLY 2013-2021





To: Mayor and Town Council
From: Jenny Rakow, Town Clerk
Date: May 11, 2021

Agenda Item: PUBLIC HEARING: New Tavern License Application, Roam Enterprises LLC dba Roam

REQUEST: The Mayor should convene as the Liquor License Authority before opening this item. The request is for consideration of approval for a new Tavern License at 139 Broadway Unit E for Roam Enterprises LLC dba Roam.

BACKGROUND: Roam Enterprises LLC is owned by Adrienne Cavallario and she submitted an application to the Town for a New Tavern License on April 8, 2021. The applicant has included a brief description of Roam Eagle Bistro for the council to review.

ANALYSIS: Department Staff has reviewed the application and made preliminary findings to the applicant that included the following:

Pursuant to Colorado Revised Statutes, 44-3-414, as amended, you are hereby advised that review of your application for a new tavern license is complete. Based on the results thereof, the following have been determined:

1. The location of the premises for which the license is sought is 139 Broadway Unit E, Eagle Colorado 81631.
2. The location will have sandwiches and light snacks available for consumption on the premises during business hours, but need not have meals available for consumption.
 - It appears from the evidence submitted that you are entitled to possession of the premises where you propose to exercise the license.
 - The building where you propose to sell liquor for on-site consumption is not within 500 feet proximity to a school as defined in the Eagle Municipal Code.
 - The applicant has applied for and has possession of a valid Town of Eagle Business License and state-issued Sales Tax License number.
 - The \$100.00 Concurrent Review fee to the State of Colorado has been paid. All other application fees have been waived, including the State Fee of \$2050.00 and the local fee of \$1075.00. The renewal fee for 2022 will include \$500.00 to the State of Colorado and \$175.00 to the Town of Eagle.
 - Applicant's addition of a Food Truck on the rear patio of this location has a pending application for a Mobile Vending Permit. If food from the food truck is the sole source of sandwiches and light snacks, it will be a condition of approval to have the Permit issued prior to issuing the tavern license.
 - As of this date, the Town Clerk and the Eagle Police Department have completed their preliminary background investigation concerning the records of the premises, applicants, employees, and persons known to assist or finance the Applicant:
 1. Pursuant to 44-3-307 (3)(a), the Town of Eagle shall have access to and consider criminal history record information of the applicants. Based upon this investigation there were no findings or results for the applicant.
 2. No undue concentration has been determined with the current class of license and does not require additional law enforcement resources as presented.

- The neighborhood for which the Local Licensing Authority has determined as the applicable neighborhood is the Town of Eagle. A petition will be required due to no previous license of the same class in this location. A sample petition was provided to the applicant and the completed petition is included as an attachment to the application.

1. Within the neighborhood there are the following existing liquor outlets:

14 Hotel & Restaurant Licenses	1 Brewpub License
1 Tavern Licenses	3 Beer and Wine Licenses
4 – Fermented Malt Beverage Off-Premises Licenses	4 Retail Liquor Store Licenses
1 Brewery (State Licensed)	1 Distillery (State Licensed)

COMMUNITY INPUT: This is a public hearing. The applicant will also be present to answer any questions from the Authority. A petition is also included for the Authority's consideration showing support by the adult inhabitants of the neighborhood.

BUDGET / STAFF IMPACT: There is no budget impact other than revenue to be received for renewal in upcoming years in the amount of \$175.00 annually. All application fees were waived pursuant to Council direction.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED: This item does not have a direct link to a Major Objective, however, it does support "Stimulating Economic Vitality and Development" in the downtown area.

RECOMMENDED ACTION OR PROPOSED MOTION: MOTION TO APPROVE OR DENY: Findings and Order approving a New Tavern License for Roam Gourmet LLC dba Roam at 139 Broadway Unit E and directing the Mayor and Town Clerk to sign and submit the application to the State of Colorado.

ATTACHMENTS:

1. Business Description for Council 5.5.21
2. Application packet 4.8.21_Redacted
3. Petition 5.5.21
4. Notice of Public Hearing - website
5. NOTICE OF FINDINGS AND ORDER

Roam Eagle

Adrienne Cavallario / Owner

May 5, 2021

ROAM EAGLE

Business Description

The Roam Eagle Bistro will feature our current Roaming Gourmet menu with added specialties for the brick and mortar only. With the addition of a new refined menu including tapas, specialty cocktails, a variety of wines and Bonfire Beer, we are certain to fill a void in the current matrix of restaurants offered in the town of Eagle.

Our business model is a new one to the restaurant scene. Our food trailer is our commissary kitchen (The Roaming Gourmet LLC), and will be our kitchen for Roam Eagle while continuing food service at Bonfire Brewing. The food for Bonfire will continue to be a “self service” business utilizing our beeper system. The food trailer will move to our new location behind 139 Broadway unit D on the patio of Roam Eagle, at the end of May.

Roam Eagle will be a full service restaurant supplying table service to our guests. Our hours of operation will be 12 - 10 Tuesday's - Saturdays and 10 - 10 Sundays featuring brunch and live music. We will welcome families, but also provide a quaint and sophisticated place for patrons to enjoy clean local food and original cocktails.

We are excited beyond words to join this growing community and hope to be a part of The Town of Eagles' ongoing success.

**PETITION FOR ISSUANCE OF A TAVERN LIQUOR LICENSE AT THIS LOCATION:
139 BROADWAY UNIT D/E, EAGLE, COLORADO**

	NAME	PHYSICAL ADDRESS	PO BOX	OVER 21 (Y/N)	DATE
1	Adrienne Cavallaro	2079 Chamonix Lane Vail		Y	4/1
2	Kate Bottner	115 BROADWAY EAGLE	3913	Y	4/8
3	Antonio Gutierrez	Buffalo, color. CO	NO	Y	4/8
4	Tanner William	425 Broadway, Eagle, CO	3603	Y	4/8
5	Doug Fenske	711 Bull Run Eagle CO	1715	Y	4/8
6	Jordan Sorenson	730 Prince Alley CO	403	Y	4/8
7	David Ferguson	575 Young St	6295	Y	4/8
8	Josh Inney	375 1st St	6295	Y	4-8
9	Cody Saitt	0025 Violet Lane	4112	Y	4-8
10	DAN HUCK	0201 GOLDEN EAGLE F-1	784	Y	4/8
11	Ernie McDonald	405 1/2 Elk Ave Crested Butte CO 81224	1147	Y	4/8
12	Zachary Leaps	297 4th of July Rd 81631	21116	X	4/8
13	Jacek Polonski	127 Bevis Mill Rd		X	4/8
14	Lucas Barnett	4495 Glen Falls Rd		X	4/8
15	Isaac Schnitzer	707 Bull run eagle CO	8988	Y	4/8
16	Liz Huff	118 River View Rd Gypsum, CO	2654	Y	4/8
17	Darcy Beck	207 SCHOOLSIDE ST. GYPSUM, CO	4607	Y	4/8
18	Paul Mink	75 S. Lafayette Dr, Lafayette, CO	-	Y	4/8
19	Jessica Dore	001 SWAN GOOSE Eagle	4506	Y	4/8
20	Craig Boss	001 SWAN GOOSE Eagle	4506	Y	4/8
21	Ryan Snipes	20 MacDonald St Eagle	7473	X	4/8
22	Patricia Snipes	20 MacDonald St Eagle	7473	X	4/8
23	Brett Scott	25 Violet Ln Eagle	4112	Y	4/8
24	Lisa Hilde	224 W 3rd St Eagle, CO 81631	3441	Y	4/8
25	Cynthia Blum	705 NUGGET Rd Eagle CO 81631	8082	Y	4/8/21
26	Ryan Halliwell	115 Williams St. #102	81602	Y	4/8/21
27	Kyle Pankow	7179 Spring Park Dr.		Y	4/8/21
28	Kate Trudeau	735 Greenhorn	81631	Y	4/8/21
29	Connor Pankow	78 Lynx Circle Gypsum CO	81637	Y	4/8/21
30	Katharine Matthews	7179 Spring Park Dr. Winter Garden	34787	Y	4/8/21

**PETITION FOR ISSUANCE OF A TAVERN LIQUOR LICENSE AT THIS LOCATION:
139 BROADWAY UNIT D/E, EAGLE, COLORADO EAGLE, COLORADO**

	NAME	PHYSICAL ADDRESS	PO BOX	OVER 21 Y/N	DATE
1	Sarah Casaleto	679 E 2 nd St. Eagle CO 81631	371	Y	4/8/21
2	Noreen Peadar	116 Condor Drive	1257	Y	4/8/21
3	Pete Gault	225 River Loop Eagle CO 81631	3236	Y	4/8/21
4	Allison Wheeler	122 Castle Peak Ln	882	Y	4/8/21
5	Jasmine Pajich	1561 S Legend Dr Gypsum CO 81637	1124	Y	4/8/21
6	Bachayonalle	140 Rainbow Cir Gypsum CO 81637	1124	Y	4/8/21
7	Robert Amstutz	54 Lakeside Ln Avon	394	Y	4/15/21
8	Max Stammers	54 Lakeside Ln Avon CO 81620	313	Y	4/8/21
9	Colin Haggis	415 Broadway St eagle CO 81620	4222	Y	4-8-21
10	Ryan Bagg	530 W 5 th St eagle CO 81631	1704	Y	4/8/21
11	DAND BOMBARD	171 Chappel Rd Edwards CO 81632		Y	4/8/21
12	Eric Lewy			Y	4/8/21
13	Andrea Haves	4608 Whiting Rd	6524	Y	4/8/21
14	Brad Sutton	315 Hummingbird		Y	4/8/21
15	Sam Fitch	1254 Creek Road		Y	4/8/21
16	William Brink	122 Greenway Creek, Gypsum, CO 81637	2039	Y	4/9/21
17	Sam Godes	24 Seven Hermit Dr	3641	Y	4/9/21
18	Peterson Brown	214 North Brett Trail	2053	Y	4/9/21
19	Jennifer Lilipoulos	25 Silver Spur 81631	5440	Y	4/9/21
20	Grace R. Rale	25 Silver Spur 81631	5440	Y	4/9/21
21	Jennifer Williams Brown	214 Brett Trail Eagle CO	2053	Y	4/9/21
22	Kurt Collins	714 Bull Run Eagle CO	4173	Y	4/9/21
23	ENRIE LUNA	714 Bull Run Eagle CO	4173	Y	4/9/21
24	Jennifer Ingrid Smith	650 Highway 54 + 29526 + 81632	81632	Y	4/9/21
25	Dale S. Decker	22030 E. Itasca Dr	51632	Y	4/9/21
26	Kirk R. Hagg	220 Longview Ave 81631	1043	Y	4/9/21
27	Ashley Bailey	220 Longview Ave 81631	1043	Y	4/9/21
28	JEROME RENAUD	1157 HERNAGE CREEK EAGLE	5543	Y	4-9-21
29	Lois Renaud	1157 HERNAGE CREEK EAGLE	5543	Y	4-9-21
30	John Hammond	679 E. 2nd St Eagle	81631	Y	4/9/21

PETITION FOR ISSUANCE OF A TAVERN LIQUOR LICENSE AT THIS LOCATION:

139 BROADWAY UNIT D/E, EAGLE, COLORADO EAGLE, COLORADO

	NAME	PHYSICAL ADDRESS	PO BOX	OVER 21 Y/N	DATE
1	STEPHEN OVER SHORN	331A CAMPBELL ST	4085	Y	4.9.22
2	Chris Manning	2500 1st Rd.	4761	Y	4.9.22
3	Joel Simpson	319 Pine Ave Ct	8101	Y	4.9.21
4	John Miller	29980 Homestead Ln	80489	Y	4.9.21
5	Sam Ande Rasmussen	350 Price Place Gyp	7575	Y	4.9.21
6	Juniper Woodward	135 Ringneck Eagle	4921	Y	4/9/21
7	MacKenzie Keffenberger	11 Arts Court	1091	Y	4/7/21
8	Grant Young	11 Arts Court	1021	Y	4/7/21
9	Heather Bailey	553 Beard Creek Road	427	Y	4/7/21
10	Greg Anderson	11 Greenham Ave	5157	Y	4/7/21
11	Will Vagstad	531 Church St	2152	Y	4/9/21
12	Jessica Rasmussen	501 Church St	4101	Y	4/9/21
13	Kevin Cunn	1470 HAWKS NEST LANE, Gypsum	796	Y	4/9/21
14	Shelby McNeil	6 Snowbush	81151	Y	4/9/21
15	Maddy McNeil	6 Snowbush	81671	Y	4/9/21
16	Wendy McNeil	120 2nd St. EAGLE CO	81631	Y	4/10/21
17	Elyse Verheyen	83 Hollyhock Ct. Eagle CO		Y	4/10/21
18	Ed Sariner	1416 Red Draw	81432	Y	4/10/21
19	Sydney Heywood	600 W. Marshall Vail CO	81657	Y	4/10/21
20	Amanda Wilck	37725 Hwy 6 Aron, CO	81620	Y	4/10/21
21	Katie Bennett	1490 Mesa Dr. Eagle, CO 1707	81621	Y	4/10/21
22	MIKE GRANZIN	318 Golden Eagle Dr, CO	1707	Y	4/10/21
23	Fred Segelose	60 Mill Rd #2	4121 Eagle	Y	4/10/21
24	David Kuebel	270 Price Place	4/10/21	Y	4/10/21
25	Zach Char	280 Price Place	4/10/21	Y	4/10/21
26	LAURA WARREN	112 BLUE GROUSE EAGLE, CO	PO 3682 Vail	Y	4/10/21
27	STEVE WARREN	112 BLUE GROUSE EAGLE, CO	" " "	Y	4/10/21
28	Anders Dahlberg	316 Wall St unit 6 Eagle, CO	6042	Y	4/10/21
29	Cheneme Richardson	129a Sweetwater CO 81631		Y	4/10/21
30	Steve Cavallaro	Chumox Lane	784	Y	4/10/21

PETITION FOR ISSUANCE OF A TAVERN LIQUOR LICENSE AT THIS LOCATION:

139 BROADWAY UNIT D/E, EAGLE, COLORADO EAGLE, COLORADO

	NAME	PHYSICAL ADDRESS	PO BOX	OVER 21 Y/N	DATE
1	Kristina Kershner	1040 E. Chambers Eagle	1042	Y	4/10/21
2	Cassandra Kahan	1140 Capitol St #202 Eagle	—	Yes	4/10/2021
3	Andy Urbane	470 Broadway Eagle	1205	Y	4/10/21
4	CITRIS TIERNEY	222 W FOXGLOVE LN 81631	3036	Y	4/18/21
5	Sandy Tierney	222 W-Foxglove Lane Eagle	3030	Y	4/18/21
6	Alexandra Knapp	520 mesa Drive Eagle		Y	4/27/21
7	Junior Bedoya	520 mesa DR	4816	Y	4/27/21
8	Ryan John	21 Maldonnia St Eagle	N/D	Y	5-1
9	Jamie Walton	135 Greenhorn Eagle	/	Y	5-1
10	Jan Walton	135 Greenhorn Eagle	/	Y	5-1
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PUBLIC NOTICE
TOWN OF EAGLE
NEW LICENSE APPLICATION – TAVERN

Notice is hereby given that the Town Council, acting as the Local Liquor Licensing Authority, shall hold a public hearing on the application of **ROAM ENTERPRISE LLC DBA ROAM** dated April 8, 2021, requesting a Tavern License, located at 139 Broadway Unit E, Eagle, Colorado 81631. Said hearing will be held on Tuesday, May 11, 2021 at 6:00 p.m. during a Town Council meeting held either virtual or at the Eagle Town Hall, 200 Broadway. All persons interested in the aforementioned application may appear before the Town Council and present testimony or may submit written correspondence to the Eagle Town Clerk, at clerk@townofeagle.org or PO Box 609 Eagle CO 81631.

By: **Jenny Rakow**
Town Clerk

Published: April 29, 2021 Eagle Valley Enterprise
April 29, 30 and May 1, 1 2021 Vail Daily



BEFORE THE TOWN OF EAGLE LIQUOR LICENSING AUTHORITY

200 BROADWAY
PO BOX 609
EAGLE CO 81631

FINDINGS AND ORDER APPROVING NEW LICENSE

IN THE MATTER OF

New Tavern License
Roam Enterprises LLC dba Roam
Address: 139 Broadway Unit E

Having considered the application of Adrienne Cavallario Owner of Roam Enterprises LLC dba Roam for a new Tavern License, and all attachments submitted therewith (the "Application"), having held a public hearing on the Application on May 11, 2021, following due and proper notice, all in accordance with the Colorado Liquor Code, 44-3-101 et seq., C.R.S., and having considered all relevant and competent evidence admitted at the said public hearing, the Local Licensing Authority FINDS AS FOLLOWS:

1. There has not been a denial of an application at the same location by either the State or Local Licensing Authority within two (2) years preceding the date of the application.
2. The Applicant has submitted evidence that they are entitled to possession of the premises where the license is proposed to be exercised.
3. The premises where the Applicant proposes to sell alcohol is not in violation of the 500-foot limitation from any public or parochial school or the principal campus of any college, university or seminary.
4. The premises are properly zoned for the activity which will occur therein. Approval has or will be provided by the Building Official and Planning Department prior to issuance of State and Local Licenses.
5. The location has been previously decided by a preponderance of evidence, including a petition submitted in support, that the reasonable requirements of the neighborhood and the desires of the adult inhabitants of the neighborhood are not currently being met by existing outlets.
6. No undue concentration has been determined with the current class of license and does not require additional law enforcement resources as presented.

BASED UPON THE FOREGOING, THE LOCAL LICENSING AUTHORITY HEREBY ORDERS that the application of Adrienne Cavallario Owner of Roam Enterprises LLC dba Roam for a new Tavern License is hereby GRANTED.

DATED this 11th day of May 2021

LOCAL LIQUOR LICENSING AUTHORITY
TOWN OF EAGLE

Scott Turnipseed, Chair

ATTEST:

Jenny Rakow, Town Clerk



To: Mayor Turnipseed and Town Council

From: Peyton Heitzman, Planner I
Chad Phillips, Community Development Director

Date: May 11, 2021

Agenda Items: AN20-02 Base Camp Eagle Annexation, RZ20-02 Zoning, and SU20-03 Recreational vehicle park Special Use Permit.

Resolution No. 32 Series 2021, A Resolution of the Town Council of the Town of Eagle, Colorado making certain Findings of Fact Regarding the Proposed Annexation of Real Property Located in Unincorporated Eagle County.

Ordinance No. 05 Series 2021, An Ordinance of the Town Council of the Town of Eagle, Colorado Annexing to the Town Certain Unincorporated Territory in Eagle County, Zoning the Property Rural Residential and Approving the Associated Annexation Agreement.

Resolution No. 33, Series 2021, A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Special Use Permit for a Recreational Vehicle Park at 3220 Brush Creek Road.

REQUESTS: For Council to consider the annexation of a 13.5-acre parcel and establish zoning to the Rural Residential (RR) zone district. The application is also accompanied by a request to develop a portion of the property into a Recreational vehicle (RV) park through a Special Use Permit (SUP).

BACKGROUND: On February 23, 2021, the Town Council passed Resolution 20, Series 2021, finding the Annexation Petition for Base Camp Eagle to be in substantial compliance with Section 31-12-107(1) C.R.S. On March 13, 2021, the Planning and Zoning Commission heard and considered the SUP and zoning request for the application. During the April 13, 2021 Town Council meeting, the Public Hearing was continued to May 11, 2021.

ANALYSIS: Staff is working with the Applicants to draft the Annexation Agreement. Should Town Council choose to continue this Application, analysis of the Annexation Agreement will be provided at the upcoming Public Hearing. The April 13, 2021 staff report and relevant application materials are included as attachments for Town Council's reference.

COMMUNITY INPUT: The annexation application was publicly noticed in accordance with C.R.S. § 31-12-108(2). The Community Development Department noticed the associated land use applications (e.g., Special Use Permit and zoning) according to the provisions of the Town of Eagle Land Use and Development Code. Staff received 24 public comments as of April 9, 2021, that were included in the packet for the April 13, 2021 Public Hearing. Since April 9th, staff has received seven (7) comments from the public.

BUDGET: None.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED: Analysis of this application against the Strategic Plan was provided in the April 13, 2021 staff report.

RECOMMENDED ACTION OR PROPOSED MOTION:

Annexation and Zoning

The Annexation Agreement is in draft form and staff recommends continuance of this approval to May 25, 2021 to finalize the terms and conditions of the agreement.

1. **APPROVE/DENY** Resolution No. 32 Series 2021, A Resolution of the Town Council of the Town of Eagle, Colorado making certain Findings of Fact Regarding the Proposed Annexation of Real Property Located in Unincorporated Eagle County.
2. **APPROVE/DENY** Ordinance No. 05 Series 2021, An Ordinance of the Town Council of the Town of Eagle, Colorado Annexing to the Town Certain Unincorporated Territory in Eagle County, Zoning the Property Rural Residential and Approving the Associated Annexation Agreement.

Special Use Permit

The annexation and zoning applications need to be approved prior to Town Council approving the Special Use Permit. Staff also recommends Town Council continue the file to May 25, 2021.

1. **APPROVE/DENY** Resolution No. 33, Series 2021, A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Special Use Permit for a Recreational Vehicle Park at 3220 Brush Creek Road (Base Camp Eagle).

ATTACHMENTS:

- Exhibit A: Annexation, Zoning, and Special Use Permit Applications + Conceptual Plan ([LINK](#))
- Exhibit B: Annexation Petition ([LINK](#))
- Exhibit C: Resolution 20, Series 2021 ([LINK](#))
- Exhibit D: Annexation Map ([LINK](#))
- Exhibit E: Traffic Impact Study ([LINK](#))
- Exhibit F: Environmental Impact Study ([LINK](#))
- Exhibit G: Annexation Impact Report ([LINK](#))
- Exhibit H: Campground & RV Park Management Plan ([LINK](#))
- Exhibit I: Fiscal Impact Report ([LINK](#))
- Exhibit J: 2017 Economic Contributions of Outdoor recreation in Colorado Report ([LINK](#))
- Exhibit K: Public Comments prior to April 9th ([LINK](#))
- Exhibit L: Public Comments received after April 9th
- Exhibit M: Planning & Zoning Commission Minutes dated March 16, 2021 ([LINK](#))
- Exhibit N: Staff Report for Planning & Zoning Commission meeting dated March 16, 2021 ([LINK](#))
- Exhibit O: Staff Report for Town Council meeting dated April 13, 2021 ([LINK](#))
- Exhibit P: Resolution 32, Series 2021
- Exhibit Q: Ordinance 05, Series 2021

- Exhibit R: Resolution 33, Series 2021

Peyton Heitzman

From: Jessica Lake
Sent: Wednesday, April 28, 2021 3:08 PM
To: Peyton Heitzman
Subject: FW: Camp site

Jessica Lake

Planner I

TOWN OF EAGLE

200 Broadway, PO Box 609, Eagle Co 81631

Phone: 970-328-9627, Fax: 970-328-9656

HOURS: Monday – Friday, 8:00am – 2:00pm

CLICK BELOW FOR TOWN WEBSITE, NEWS, EVENTS OR TO PROVIDE FEEDBACK:



Sender and receiver should be mindful that all my incoming and outgoing emails may be subject to the Colorado Open Records Act, § 24-72-200.1, et seq.

From: Jenny Rakow <jenny.rakow@townofeagle.org>
Sent: Wednesday, April 28, 2021 3:06 PM
To: Jessica Lake <jessica.lake@townofeagle.org>
Subject: FW: Camp site

Jenny Rakow, CMC

Town Clerk & Municipal Court Supervisor

TOWN OF EAGLE

200 Broadway, PO Box 609, Eagle Co 81631

Phone: 970-328-9623, Fax: 970-328-5203

CLICK BELOW FOR TOWN WEBSITE, NEWS, EVENTS OR TO PROVIDE FEEDBACK:



Sender and receiver should be mindful that all my incoming and outgoing emails may be subject to the Colorado Open Records Act, § 24-72-200.1, et seq.

From: Matt Solomon <matt.solomon@townofeagle.org>
Sent: Wednesday, April 28, 2021 2:27 PM
To: Jenny Rakow <jenny.rakow@townofeagle.org>
Cc: Scott Turnipseed <scott.turnipseed@townofeagle.org>
Subject: Fwd: Camp site

Jenny-

Please include this in the record.

Thank you.

Matt

Matt Solomon, Council Member
Town of Eagle
200 Broadway, PO Box 609, Eagle, CO 81631
Phone: 970.328.6354
Facsimile: 970.328.5203

Begin forwarded message:

From: Kent Rose <krr172@icloud.com>
Subject: Camp site
Date: April 28, 2021 at 14:07:52 MDT
To: scott Turnipseed <scott@sstaia.com>, matt@tactical101.com

I want to tell my two favorite town council members that I am opposed to the camp site proposal on Brusk creek Road. It is too far off the highway. The direct route is up Capitol Street: second route is one mile west on Highway 6 to the round-a-bout and up Sylvan Lake Road. That might be alleviated by putting in the proposed road from Highway 6 through the "horse pasture" property to the intersection of Capitol Street and Brush Creek Road. Still not good and a traffic study would be warranted on all of those options. My suggestion would be if a camp site is a serious consideration that it is best suited next to Scooby's trailer park on Sylvan Lake Road. thanks for listening and do the right thing.

Peyton Heitzman

From: Jenny Rakow
Sent: Monday, April 26, 2021 7:35 AM
To: Jessica Lake; Peyton Heitzman
Subject: FW: campground

Jenny Rakow, CMC

Town Clerk & Municipal Court Supervisor

TOWN OF EAGLE

200 Broadway, PO Box 609, Eagle Co 81631

Phone: 970-328-9623, Fax: 970-328-5203

CLICK BELOW FOR TOWN WEBSITE, NEWS, EVENTS OR TO PROVIDE FEEDBACK:



Sender and receiver should be mindful that all my incoming and outgoing emails may be subject to the Colorado Open Records Act, § 24-72-200.1, et seq.

From: Scott Turnipseed <scott.turnipseed@townofeagle.org>
Sent: Sunday, April 25, 2021 4:14 PM
To: Matt Bartok <mattbartok@gmail.com>
Cc: Brandy Reitter <brandy.reitter@townofeagle.org>; Jenny Rakow <jenny.rakow@townofeagle.org>
Subject: RE: campground

Thanks for your email, Matt.

I have copied Brandy Reitter (the Town Manager) and Jenny Rakow (the Town Clerk) on this email to ensure that your email is part of the public record.

Scott Turnipseed

Mayor

TOWN OF EAGLE

200 Broadway, PO Box 609, Eagle Co 81631

Phone: 970-328-6354, Fax: 970-328-5203

CLICK BELOW FOR TOWN WEBSITE, NEWS, EVENTS OR TO PROVIDE FEEDBACK:



Sender and receiver should be mindful that all my incoming and outgoing emails may be subject to the Colorado Open Records Act, § 24-72-200.1, et seq.

From: Matt Bartok <mattbartok@gmail.com>
Sent: Sunday, April 25, 2021 8:22 AM
To: ALL COUNCIL <allcouncil@townofeagle.org>
Subject: campground

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

I just wanted to quickly share that I strongly support the proposed campground on Brush Creek Road. I feel that the town has long needed a campground and that we would benefit greatly.

Thank you, Matt

Matt Bartok
mattbartok@gmail.com
Cell 970-390-6157
PO Box 5887
Eagle, CO 81631

Peyton Heitzman

From: Vikki Hobbs <Vikki@hobbssl.com>
Sent: Monday, April 12, 2021 5:12 PM
To: Peyton Heitzman
Subject: Base Camp Eagle

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Peyton,

I just wanted to offer a positive voice for the Eagle Base Camp. We are part of a huge off-road community and have friends that come through Eagle/Gypsum for all over the country. This RV Park would be a great place for them to stay. I feel it would bring much needed revenue to not only the town of Eagle but the valley.

Thank you,

Vikki Hobbs

Hobbs Excavating and Trucking LLC

Office (970)524-7447

Fax (970)524-7501

Vikki@hobbssl.com

www.hobbsexcavatingandtrucking.com

Peyton Heitzman

From: Peter Davis <peterdaviscolorado@gmail.com>
Sent: Monday, April 12, 2021 1:38 PM
To: Peyton Heitzman
Subject: Base Camp Eagle - SUPPORT

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello

I want to show my support of Shawn Colby and his vision of an in-town / close-to-town camping in Eagle. I believe it will benefit Eagle in many ways now and in the future.

I have many friends that travel to ride their bikes in amazing places around the state as I do as well. Most of my friends prefer camping outside as part of that experience. Here in Eagle, we have amazing access to world-class MTN. Bike riding and many folks are finding Eagle as the word is getting out there more and more.

It's easy to see the need for in-town camping in Eagle, just go up Belly-Ache road most weekends and now weekdays/ nights and you will find people camping and riding up there. Every summer it is getting more popular.

What Shawn is proposing is so necessary and so current with the times, it seems crazy to me that people aren't all in favor of this. YES I know change is hard and I to will be somewhat impacted by more traffic on Brush Creek road, but the reality is - it going to happen, either way, the word is out there. More and More people are finding out about Eagle and what it has to offer. We need to embrace what is going on here. Many other towns like ours have faced these challenges.

Shawn is a local here in Eagle and has grown up here in the Eagle Valley. I believe he has the right vision and mindset along with the knowledge to do this right, which will be respectful in the best possible way to everyone who may feel the impacts of what he is proposing.

I am in total support of in-town camping so people can come here and enjoy our town and all the amazing things we have to offer.

Peter Davis
(970) 688-1919
Independent Bemer Distributor



Helping people ... one BEMER at a time!

How does the **BEMER** work?

<https://life.bemergroup.com/8minute>

<https://life.bemergroup.com>

Veterinarian Equestrian Application:

<https://www.youtube.com/watch?v=bu72a4mAgh0>



Peyton Heitzman

From: Taylor Witt <taylordwitt@gmail.com>
Sent: Monday, April 12, 2021 10:42 AM
To: Peyton Heitzman
Subject: BaseCamp Eagle Project

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To Whom it may Concern,

I'm writing to express my support of the proposed RV Park and Campground at 3302 Brush Creek Rd. Spending my entire childhood in Eagle, I never thought it would grow to what it is today. It continues to grow because of the amazing recreational opportunities. Like many others in the Denver Metro area, I enjoy coming up to Eagle often to visit and recreate. This proposed project is a wonderful fit for the town based on the location, aesthetics, seasonality and overall concept. I look forward to the opportunity to use the campground in the near future.

Thank you for your consideration.

Kind Regards,

--

Taylor Witt
720.656.6270

Peyton Heitzman

From: Jenny Rakow
Sent: Tuesday, April 13, 2021 5:23 PM
To: Jessica Lake; Peyton Heitzman
Subject: FW: Camp Eagle

Basecamp

Jenny Rakow, CMC

Town Clerk & Municipal Court Supervisor

TOWN OF EAGLE

200 Broadway, PO Box 609, Eagle Co 81631

Phone: 970-328-9623, Fax: 970-328-5203

CLICK BELOW FOR TOWN WEBSITE, NEWS, EVENTS OR TO PROVIDE FEEDBACK:



Sender and receiver should be mindful that all my incoming and outgoing emails may be subject to the Colorado Open Records Act, § 24-72-200.1, et seq.

From: Kraige Kinney <fireladdy@gmail.com>
Sent: Sunday, April 11, 2021 7:10 PM
To: Ellen Bodenhemier <ellen.bodenhemier@townofeagle.org>; Matt Solomon <matt.solomon@townofeagle.org>; david.gbours@townofeagle.org; Pappy Kerst <pappy.kerst@townofeagle.org>; Scott Turnipseed <scott.turnipseed@townofeagle.org>
Subject: Camp Eagle

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I am opposed to the Camp Eagle RV park proposal for many of the same reasons as already stated by numerous residents of Brush Creek and citizens within the Town of Eagle. However, there are two things I would like the Town Council to ponder. The first is if this development is approved what is the timeframe for the Town of Eagle to expand the width of Brush Creek road out to this site? Brush Creek road as stated in the *Elevate Eagle* document is envisioned as a "country lane". It currently supports a significant amount of recreational foot and bike traffic with limited or non-existent shoulders. Adding additional RV traffic will ultimately lead to dangerous interactions between these groups. The development of HayMeadow and the continued built out of Eagle Ranch will only exacerbate those interactions. Second, is the maximum stay of 14 days per calendar year or only consecutively. What is to prevent this from becoming semi-permanent housing for construction workers and the like? I could easily envision a scenario where 4 to 6 workers are living in an RV leave the campsite for one day and return. Is that what the Council envisioned as being acceptable? Finally, I am a Director for Greater Eagle Fire Protection District, which will provide Fire and EMS services for this project and while the board has not formally voted on the request to reduce PIF reductions, we do not currently hire personnel on a 7 month basis nor provide service based on seasonal operations.

Thank you,
Kraige Kinney
2677 Brush Creek RD

Sent from [Mail](#) for Windows 10



This email has been checked for viruses by Avast antivirus software.

www.avast.com



Colorado High School Cycling League
1165 Oakdale Place
Boulder, CO 80304
(720) 272-9282 office
www.coloradomtb.org

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Feedback Sports
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Saris
Squirt Lube

April 13, 2021

RE: Letter of Support Base Camp Eagle

Dear Eagle Town Council,

I am award of a the proposed land use application for the BaseCamp Eagle campground. I reviewed the plan and it seems to be a thoughtful proposal.

Eagle is a host community for Colorado League high school mountain bike races and has been since 2013. Our event provides a positive impact to the community as reported in economic impact studies.

Our community not only travels to Eagle during scheduled race weekends, they enjoy the town's recreational opportunities year round. An established campground will likely improve the draw to Eagle similar to Fruita, Moab and other mountain bike destinations.

It is becoming increasing challenging to find lodging both in quantity and at a price point for families and team. I believe more of the Colorado League members would stay in Eagle proper if there is more camping options. Additional lodging and camping options may positively benefit our members and Eagle businesses.

I support the approval of an established campground in Eagle.

Respectfully,

Kate Rau
Executive Director
kate@coloradomtb.org

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 32
(Series of 2021)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO
MAKING CERTAIN FINDINGS OF FACT REGARDING THE PROPOSED ANNEXATION
OF REAL PROPERTY LOCATED IN UNINCORPORATED EAGLE COUNTY (BASE CAMP
EAGLE)

WHEREAS, a petition for annexation was filed with the Town Clerk requesting the annexation of certain unincorporated territory located in Eagle County and described in the attached **Exhibit A**, attached hereto and incorporated herein by this reference, also known as Base Camp Eagle Annexation (the "Property");

WHEREAS, by resolution adopted on February 23, 2021, the Town Council found the petition to be in substantial compliance with C.R.S. § 31-12-107(1); and

WHEREAS, on April 13, 2021 and May 11, 2021, the Town Council conducted a properly-noticed public hearing to determine if the Property is eligible for annexation to the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO AS FOLLOWS:

Section 1. The applicable provisions of C.R.S. § 31-12-104 have been met, in that not less than one-sixth of the perimeter of the Property is contiguous with the existing boundaries of the Town; and therefore, because of such contiguity, a community of interest exists between the Property and the Town; the Property is urban or will be urbanized in the near future, and the Property is integrated or is capable of being integrated with the Town.

Section 2. The applicable provisions of C.R.S. § 31-12-105 have been met, in that no land held in identical ownership has been divided or included without written consent of the owner thereof; that no annexation proceedings have been commenced by another municipality; the annexation will not result in the detachment of area from a school district; that the annexation will not result in the extension of a Town boundary more than three miles; the Town has in place a plan for said three-mile area; and, in establishing the boundaries of the Property, the entire width of any street or alley is included within the Property.

Section 3. An annexation election is not required under C.R.S. § 31-12-107(2) and no additional terms or conditions are to be imposed upon the area to be annexed other than as contained in the Annexation Agreement, which will be considered and approved separately.

Section 4. The Property is eligible for annexation to the Town, and all requirements of law have been met, including the requirements of C.R.S. §§ 31-12-104 and 31-12-105.

Section 5. An ordinance annexing the Property to the Town will be considered by the Town Council pursuant to C.R.S. § 31-12-111.

INTRODUCED, READ, PASSED AND ADOPTED ON MAY 11, 2021.

TOWN OF EAGLE, COLORADO

Mikel "Pappy" Kerst, Mayor Pro Tem

ATTEST:

Jenny Rakow, Town Clerk

EXHIBIT A

Legal Description of Property to be Annexed

A PARCEL OF LAND LOCATED IN TRACT 61, SECTION 10, TOWNSHIP 5 SOUTH, RANGE 84 WEST OF THE 6TH PRINCIPAL MERIDIAN, ACCORDING TO THE INDEPENDENT RESURVEY OF SAID TOWNSHIP AND RANGE APPROVED BY THE SURVEYOR GENERAL IN DENVER, COLORADO ON JUNE 20, 1922, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT CORNER NO. 1 FROM WHICH CORNER NO. 2 OF SAID TRACT 61 BEARS NORTH 0 DEGREES 15 MINUTES 00 SECONDS WEST 3459.19 FEET DISTANT;
THENCE SOUTH 71 DEGREES 57 MINUTES 00 SECONDS EAST 353.20 FEET ALONG THE NORTHERLY BOUNDARY LINE OF EAGLE COUNTY ROAD NO. P-307 TO CORNER NO. 2;
THENCE NORTH 0 DEGREES 15 MINUTES 00 SECONDS WEST 1299.00 FEET TO CORNER NO. 3;
THENCE NORTH 71 DEGREES 57 MINUTES 00 SECONDS WEST 353.20 FEET TO CORNER NO. 4;
THENCE SOUTH 0 DEGREES 15 MINUTES 00 SECONDS EAST 1299.00 FEET TO CORNER NO. 1, THE POINT OF BEGINNING, IDENTIFIED AS THE "KENNETH TRACT",

WITH THE FOLLOWING DESCRIBED LAND JOINED TO THE ABOVE DESCRIBED LAND:

BEGINNING AT CORNER NO. 2 OF TRACT 62 LOCATED IN SECTION 10, TOWNSHIP 5 SOUTH, RANGE 84 WEST OF THE 6TH PRINCIPAL MERIDIAN;
THENCE SOUTH 0 DEGREES 15 MINUTES 00 SECONDS EAST A DISTANCE OF 2168.69 FEET TO THE NORTHWEST CORNER OF THE KENNETH TRACT DESCRIBED IN BOOK 232 AT PAGE 462 OF THE EAGLE COUNTY RECORDS,
THENCE SOUTH 71 DEGREES 57 MINUTES 00 SECONDS EAST A DISTANCE OF 353. 20 FEET TO THE NORTHEAST CORNER OF THE KENNETH TRACT WHICH IS THE TRUE POINT OF BEGINNING;
THENCE SOUTH 71 DEGREES 57 MINUTES 00 SECONDS EAST A DISTANCE OF 210.59 FEET TO A POINT;
THENCE SOUTH 00 DEGREES 15 MINUTES 00 SECONDS EAST A DISTANCE OF 226.55 FEET TO A POINT;
THENCE NORTH 71 DEGREES 57 MINUTES 00 SECONDS WEST A DISTANCE OF 105.30 FEET TO A POINT;
THENCE SOUTH 00 DEGREES 15 MINUTES 00 SECONDS EAST A DISTANCE OF 1073.27 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF EAGLE COUNTY ROAD NO. P-307;
THENCE NORTH 71 DEGREES 31 MINUTES 47 SECONDS WEST A DISTANCE OF 105.55 FEET TO THE

SOUTHEAST CORNER OF THE KENNETH TRACT;
THENCE NORTH 00 DEGREES 15 MINUTES 00 SECONDS WEST ALONG THE EAST LINE OF THE KENNETH TRACT A DISTANCE OF 1299.00 FEET TO THE TRUE POINT OF BEGINNING.

TOWN OF EAGLE, COLORADO
ORDINANCE NO. 05
(Series of 2021)

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO
ANNEXING TO THE TOWN CERTAIN UNINCORPORATED TERRITORY LOCATED IN
EAGLE COUNTY, ZONING THE PROPERTY RURAL RESIDENTIAL AND APPROVING
THE ASSOCIATED ANNEXATION AGREEMENT (BASE CAMP EAGLE)

WHEREAS, Shawn Colby and Marci Colby ("Applicants") are the owners of the real property in unincorporated Eagle County described in the attached **Exhibit A**, attached hereto and incorporated herein by this reference (the "Property");

WHEREAS, on January 25, 2021, Applicants filed a petition for annexation of the Property to the Town;

WHEREAS, by resolution adopted on February 23, 2021, the Town Council found the petition to be in substantial compliance with C.R.S. § 31-12-107(1);

WHEREAS, on April 13, 2021 and May 11, 2021, the Town Council conducted a properly-noticed public hearing and determined that the Property is eligible for annexation to the Town;

WHEREAS, also on April 13, 2021 and May 11, 2021, the Town Council conducted a properly-noticed public hearing on the proposed zoning of the Property as Rural Residential ("RR");

WHEREAS, also on April 13, 2021 and May 11, 2021, the Town Council considered the associated Annexation Agreement; and

WHEREAS, the Town Council finds that it is desirable and necessary, and in the best interest of the public health, safety and welfare, that the Property be annexed to the Town, that the Property be zoned RR and that the Annexation Agreement be approved.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO AS FOLLOWS:

Section 1. Annexation.

a. The Property is hereby annexed to the Town. Upon the effective date of this Ordinance, the Property shall become subject to the jurisdiction of the Town.

b. Prior to the effective date of this Ordinance, the Town Clerk shall file for recording three certified copies of this Ordinance and three copies of the Annexation Map with the Eagle County Clerk and Recorder, and shall keep one copy of the Annexation Map and the original of this Ordinance in the Town Clerk's office.

c. The Town Clerk shall request that the Eagle County Clerk and Recorder file one certified copy of this Ordinance and one copy of the Annexation Map with the Division of Local Government of the Department of Local Affairs and the same with the Colorado Department of Revenue.

Section 2. Annexation Agreement. The Annexation Agreement is hereby approved in substantially the form attached hereto, subject to final approval by the Town Attorney. Upon such approval, the Mayor is authorized to execute the Annexation Agreement on behalf of the Town.

Section 3. Zoning.

a. The Town Council hereby finds and determines that the RR zoning satisfies all applicable criteria in the Eagle Municipal Code.

b. Based on the foregoing, upon the effective date of this Ordinance, the Property is zoned RR.

Section 4. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Town Council hereby declares that it would have passed this Ordinance and each part or parts hereof irrespective of the fact that any one, or part, or parts be declared unconstitutional or invalid.

Section 5. Safety. This Ordinance is deemed necessary for the protection of the public health, safety and welfare.

Section 6. Effective Date. Pursuant to Section 6.03 of the Eagle Home Rule Charter, this Ordinance shall take effect 10 days after publication following adoption.

INTRODUCED, READ, PASSED, ADOPTED AND ORDERED PUBLISHED ON MAY 11, 2021.

TOWN OF EAGLE, COLORADO

Mikel "Pappy" Kerst, Mayor Pro Tem

ATTEST:

Jenny Rakow, Town Clerk

EXHIBIT A

Legal Description of Property to be Annexed

A PARCEL OF LAND LOCATED IN TRACT 61, SECTION 10, TOWNSHIP 5 SOUTH, RANGE 84 WEST OF THE 6TH PRINCIPAL MERIDIAN, ACCORDING TO THE INDEPENDENT RESURVEY OF SAID TOWNSHIP AND RANGE APPROVED BY THE SURVEYOR GENERAL IN DENVER, COLORADO ON JUNE 20, 1922, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT CORNER NO. 1 FROM WHICH CORNER NO. 2 OF SAID TRACT 61 BEARS NORTH 0 DEGREES 15 MINUTES 00 SECONDS WEST 3459.19 FEET DISTANT;
THENCE SOUTH 71 DEGREES 57 MINUTES 00 SECONDS EAST 353.20 FEET ALONG THE NORTHERLY BOUNDARY LINE OF EAGLE COUNTY ROAD NO. P-307 TO CORNER NO. 2;
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WITH THE FOLLOWING DESCRIBED LAND JOINED TO THE ABOVE DESCRIBED LAND:

BEGINNING AT CORNER NO. 2 OF TRACT 62 LOCATED IN SECTION 10, TOWNSHIP 5 SOUTH, RANGE 84 WEST OF THE 6TH PRINCIPAL MERIDIAN;
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THENCE NORTH 71 DEGREES 31 MINUTES 47 SECONDS WEST A DISTANCE OF 105.55 FEET TO THE

SOUTHEAST CORNER OF THE KENNETH TRACT;
THENCE NORTH 00 DEGREES 15 MINUTES 00 SECONDS WEST ALONG THE EAST LINE OF THE KENNETH TRACT A DISTANCE OF 1299.00 FEET TO THE TRUE POINT OF BEGINNING.

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 33
(Series of 2021)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO
APPROVING A SPECIAL USE PERMIT FOR A RECREATIONAL VEHICLE PARK AT 3220
BRUSH CREEK ROAD (BASE CAMP EAGLE)

WHEREAS, Shawn Colby and Marci Colby (the "Applicants") own the real property located at 3220 Brush Creek Road, Eagle County, Colorado (the "Property"), which Property is located in unincorporated Eagle County;

WHEREAS, the Applicants have submitted a petition to annex the Property to the Town;

WHEREAS, on January 25, 2021, the Applicants submitted an application for approval of a Special Use Permit to operate a Recreational Vehicle Park (the "RV Park") on the Property (the "Application");

WHEREAS, on March 16, 2021, the Planning Commission held a properly-noticed public hearing to consider the Application, and recommended approval of the Application with conditions;

WHEREAS, on April 13 and May 11, 2021, the Town Council held a properly-noticed public hearing to consider the Application; and

WHEREAS, the Town Council, upon reviewing the recommendation of the Planning Commission, and upon hearing the statements of staff and the public, and giving due consideration to the matter, determines as provided below.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO, AS FOLLOWS:

Section 1. The Town Council finds that, with the conditions below, the Application complies with all applicable provisions of the Eagle Municipal Code (the "Code") and that approval of the Application is in the best interest of the public health, safety and welfare.

Section 2. Based on the foregoing findings, the Town Council hereby approves the Application and authorizes issuance of a Special Use Permit for an RV Park on the Property, subject to the following conditions:

a. No RVs shall be permitted to remain in the RV Park for more than 6 months in any 12-month period.

b. Prior to opening the RV Park, Applicants shall construct a parking area with 6 additional parking spaces. Parking shall be allowed only in approved areas. No parking shall be permitted on RV Park roadways, on public rights-of-way, or on Brush Creek Road. Automobile

parking spaces in the RV Park shall comply with all current Town parking requirements set forth in Code § 4.07.140, as amended.

c. The RV Park shall be designed, constructed and operated in full compliance with Code § 4.10.030.J, as amended, the currently adopted Uniform Plumbing Code provisions for recreational vehicle parks, the Colorado Department of Public Health and Environment's "Standards and Regulations for Campgrounds and Recreation Areas," as amended, and all other applicable law.

d. All exterior lighting shall adhere to Town lighting standards.

e. All conditions of the Annexation Agreement between the Applicants and the Town for annexation of the Property to the Town shall be and remain fully satisfied.

f. Prior to the Town's issuance of the written Special Use Permit, Applicants shall post the performance guarantee required by Code § 4.05.010.C.

g. The existing structure on the Property containing 2 unpermitted dwelling units shall be converted to a single-family dwelling prior to any occupancy of such structure.

Section 3. Effective Date. This Resolution shall take effect upon the effective date of the annexation of the Property to the Town. If the annexation is never effectuated, this Resolution shall be of no force and effect.

INTRODUCED, READ, PASSED AND ADOPTED ON MAY 11, 2021.

TOWN OF EAGLE, COLORADO

Mikel "Pappy" Kerst, Mayor Pro Tem

ATTEST:

Jenny Rakow, Town Clerk



To: Mayor and Town Council

From: Jessica Lake, Planner I, Community Development Department

Date: May 11, 2021

Agenda Item: Resolution 41, Series 2021, “A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Special Use Permit for a Veterinary Clinic at 113 E. Fourth Street”

REQUEST: The applicant, Dr. Susan O’Brien, is requesting a Special Use Permit to operate a veterinary clinic at 113 E. Fourth Street in the Broadway Overlay District.

INTRODUCTION:

Dr. Susan O’Brien of Colorado On-Site Veterinary Services has submitted an application for a Special Use Permit to operate a Veterinary Clinic at 113 E. Fourth Street, which is located in the Broadway Overlay District within the Central Business District (CBD). The Veterinary uses proposed at this location include surgery and general medical services for small animals and pocket pets. Three to four staff members will be onsite during typical business hours (8:00am – 5:30pm) Monday through Friday.

A Veterinary Clinic is an allowed use in most of Eagle’s commercial zone districts with a Special Use Permit. Veterinary Clinics do not have any specific requirements or standards that they are obligated to comply with other than the general code standards and any additional restrictions imposed by the Commission to Council in order to protect the public health, safety and welfare of the community.

ANALYSIS:

Staff reviewed the application against the four standards for a Special Use Permit outlined in [Section 4.05.010.A.1.a](#) of the Land Use and Development Code. The staff report dated April 20, 2021 provides staff’s full analysis of the application against each of the standards. The staff report is included as an attachment, as are the minutes from the Commission’s review of the application. In summary, staff and the Planning & Zoning Commission, find that the application meets the standards for a Special Use Permit with the recommended conditions of approval.

COMMUNITY INPUT:

Staff has received (6) letters of public comment on the application, these letters are included as attachments.

BUDGET / STAFF IMPACT:

This application does not impact the budget.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

This application meets the Town Council's major objective to stimulate economic vitality and development. This request will bring a commercial use to a property in the Broadway Overlay District that has been underutilized for a number of years.

RECOMMENDED ACTION OR PROPOSED MOTION:

The Planning and Zoning Commission reviewed the application during the April 20, 2021 meeting. Through a 5-0 vote, the Commission recommended approval of the application with additional conditions of approval intended to address concerns regarding noise and oxygen tanks. Staff has amended the 2nd condition of approval after discussions with Public Works and their creation of a right-of-way permit.

Conditions of Approval:

- a. On or before May 15, 2021, the Applicant shall apply for an Encroachment Permit. If the Encroachment Permit is not approved by the Town, the Special Use Permit shall not be issued.
- b. Loading and unloading must be made from a parking space whenever possible and shall not block the alley for more than 30 consecutive minutes at time. Should loading or unloading take more than 30 minutes, a Right-of-Way Permit must be obtained from the Public Works Department.
- c. No dust, noise, odor, fumes, glare or vibration shall be projected beyond the Property.
- d. No outdoor kennels or crates shall be permitted on the Property at any time.
- e. No large oxygen tanks shall be stored on the Property at any time.

Town Council may **APPROVE or DENY** Resolution No. 41, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Special Use Permit for a Veterinary Clinic at 113 E. Fourth Street".

ATTACHMENTS:

- Project Narrative
- ILC and Google Earth Image
- Aerial Map and Site Photos
- Public Comment
- Planning and Zoning Commission Staff Report dated April 20, 2021
- Planning and Zoning Commission Minutes excerpt dated April 20, 2021
- Resolution 41, Series 2021



COLORADO
on-site
VETERINARY SERVICES

PO Box 4718
Eagle, CO 81631
(970) 279-8045
drobrien@onsitevet.com
www.onsitevet.com

To: Town of Eagle, Community Development

Re: Special Use Permit 113 East 4th Street, Eagle CO

Project Narrative

We are a mobile mixed animal veterinary practice in the valley. We intend to expand our offerings of surgical and medical procedures for small animals and pocket pets into 113 East 4th Street in Eagle. We would offer general surgical and medical services in addition to integrative care services. Our approach to veterinary medicine includes low stress and fear free handling and we strive to make every visit a positive one.

We believe that we directly echo the town's vision – Maintain and enhance the quality of life for everyone in our community. Animals are an important part of many town residents daily lives. We are an extremely animal friendly mountain town and through our veterinary practice we intend to provide easy access to reliable and communicative care. Throughout Covid-19, we have seen the numbers of pets adopted soar as well as the number of new puppies and kittens on our schedule increase immensely. To me, this is testament of the importance of animals and their support of our mental health.

We are diverse, inclusive and unique as an employer that feverishly protects the quality of life of our staff.

- We are an inclusive work environment that highly values a work life balance.
- All social and economic backgrounds are welcome in our office.
- The staff works four ten hour shifts in order to give them ample time to enjoy our beautiful outdoors.
- We believe in providing a fair wage so that our employees do not need to scrape by or look for second jobs.
- We are a family friendly practice and share a family first philosophy with our staff.
- Benefits include health insurance, payment of state licenses, continuing education per diem, uniform allowance as well as a local discounted local gym membership, a Costco membership and heavily discounted pet care.

Parking and traffic implications –

Our traffic volume is expected to be light. We will have 3-4 staff members in the office 8-5:30, M – F. We will have surgical drop offs at approximately 8:30am Tu-Th. Appointments for clients and patients will be from 9 – 11 and 3 – 5 Tuesday through Thursday and will be 30 minutes in duration. Monday and Friday appointments will be available from 9 – 5. We will offer after hours emergencies to current clients and do not expect a large volume of after hour visits.

There are 6 recessed parking spaces of street parking in excellent condition in front of the building and street spots lining 4th Street and on Broadway. There are no off-street private parking spaces associated with this building.

Protecting Public Health, Safety and the Environment –

- Our workplace is environmentally conscientious. We are constantly evaluating our footprint and make efforts to be as environmentally friendly as possible. Our veterinary software allows us to be a paper free workplace for most day-to-day operations.
- Veterinarians are stewards of public health and our mission is to further the health and wellbeing of animals while protecting the public from any emerging zoonotic diseases.

Partnerships within the community –

- We strive to only do business with our neighbors in the community. Be it Information Technology, electrical, or construction, we have excellent options locally and intend to continue keeping our business local
- We believe in being a participating member of the community and that it is our duty to keep our business locally and network with local professionals
- We are active participants with the local chamber of commerce.
- We initiate veterinary community events and education.
- We support the youth through 4-H donations, discounted veterinary care for project animals and livestock auction support.

Maintain beauty of downtown –

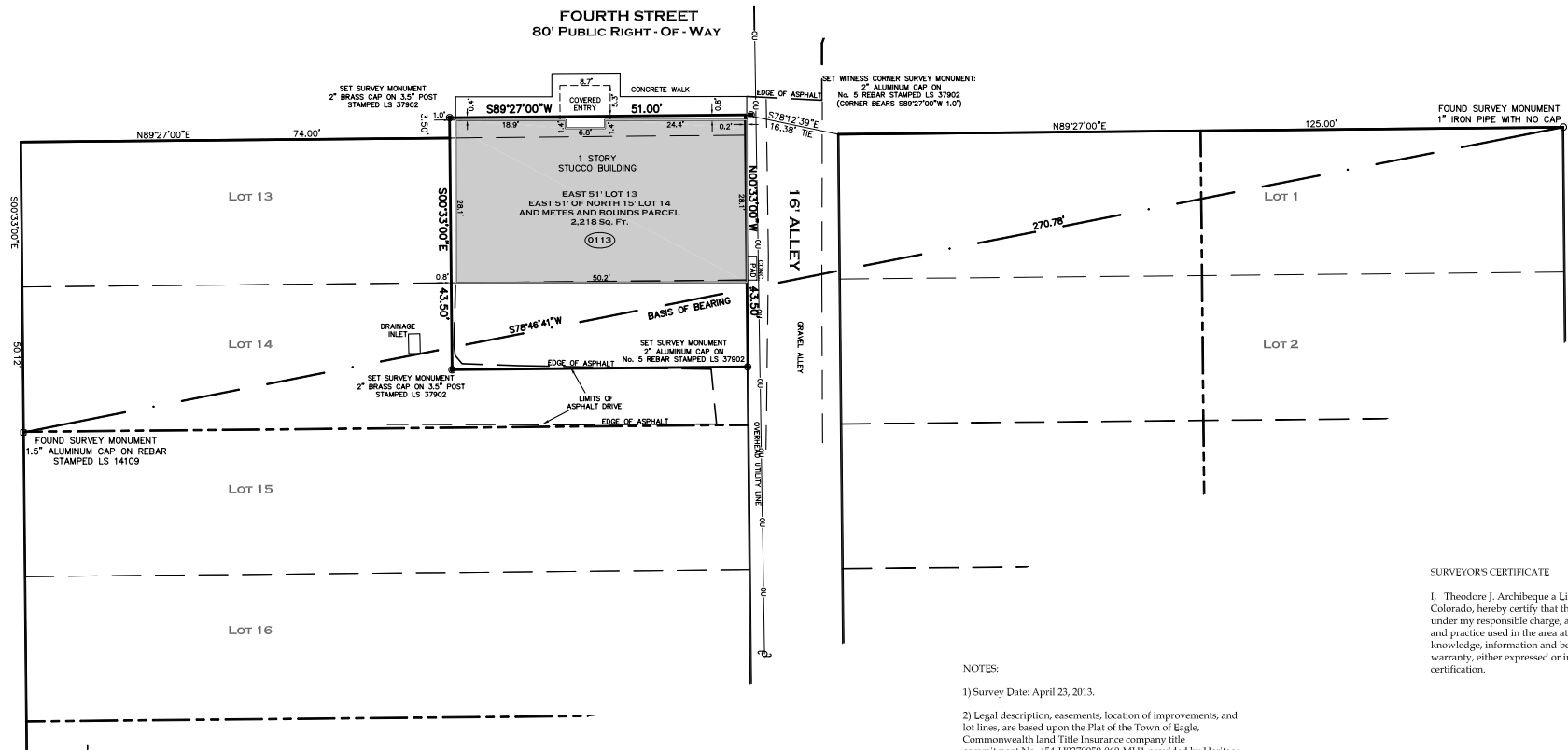
- We intend to paint the exterior of the new facility to freshen it's appearance and will hang potted plants at the entry. We will also refresh the paint on the back privacy fence. We otherwise do not intend to change the exterior of the building and believe that the building style is fitting of Rocky Mountain architecture.

Please reach out with any questions. We look forward to working with you.

Respectfully,

Susan O'Brien, DVM

IMPROVEMENT SURVEY PLAT 113 EAST FOURTH STREET TOWN OF EAGLE COUNTY OF EAGLE, STATE OF COLORADO



LEGAL DESCRIPTION:
The east 51.00 feet of Lot 13 and the East 51.00 feet of the North 15.00 feet of Lot 14, Block 22, Town of Eagle, State of Colorado,
containing 2,040 sq. ft. together with:
A Parcel of land, being those same lands vacated by instrument recorded January 12, 1978 in Book 264 at Page 993 and also being a portion of Fourth Street in said Town of Eagle, and being more particularly described as follows:
Beginning at the northeast corner of said Lot 13; thence N 00°33'00" W, 3.50 feet; thence S 89°27'00" W, 51.00 feet; thence S 00°33'00" E, 3.50 feet to a point on the northern boundary of said Lot 13; thence upon said northern line of Lot 13 N 89°27'00" E, 51.00 feet to the Point of Beginning.
Containing an additional 178 sq. ft.

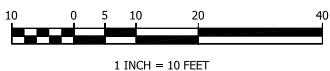
SURVEYOR'S CERTIFICATE

I, Theodore J. Archibeque a Licensed Professional Land Surveyor in the State of Colorado, hereby certify that this Improvement Survey Plat was done by me or under my responsible charge, and that it was performed using the standard care and practice used in the area at the time of the survey, and is based upon the my knowledge, information and belief. This certification is not a guarantee or warranty, either expressed or implied. The Notes hereon are a part of this certification.

NOTES:

- 1) Survey Date: April 23, 2013.
- 2) Legal description, easements, location of improvements, and lot lines, are based upon the Plat of the Town of Eagle, Commonwealth Land Title Insurance company title commitment No. 454-H0370059-060-MH1 provided by Heritage Title Company, dated April 02, 2013 and survey control monuments found at the time of this survey.
- 3) Basis of Bearing: S 78°46'41" W between survey monuments marking the Northeast corner of Block 22 and the southwest corner of Lot 14, Block 22, as shown and described herein.
- 4) Street Address: 113 East 4th Street.
- 5) This Improvement Survey Plat was prepared for the exclusive use of Jerome Butters, and is valid only if print has original seal and signature of surveyor.
- 6) Lineal Units of the U.S. Survey Foot were used herein.

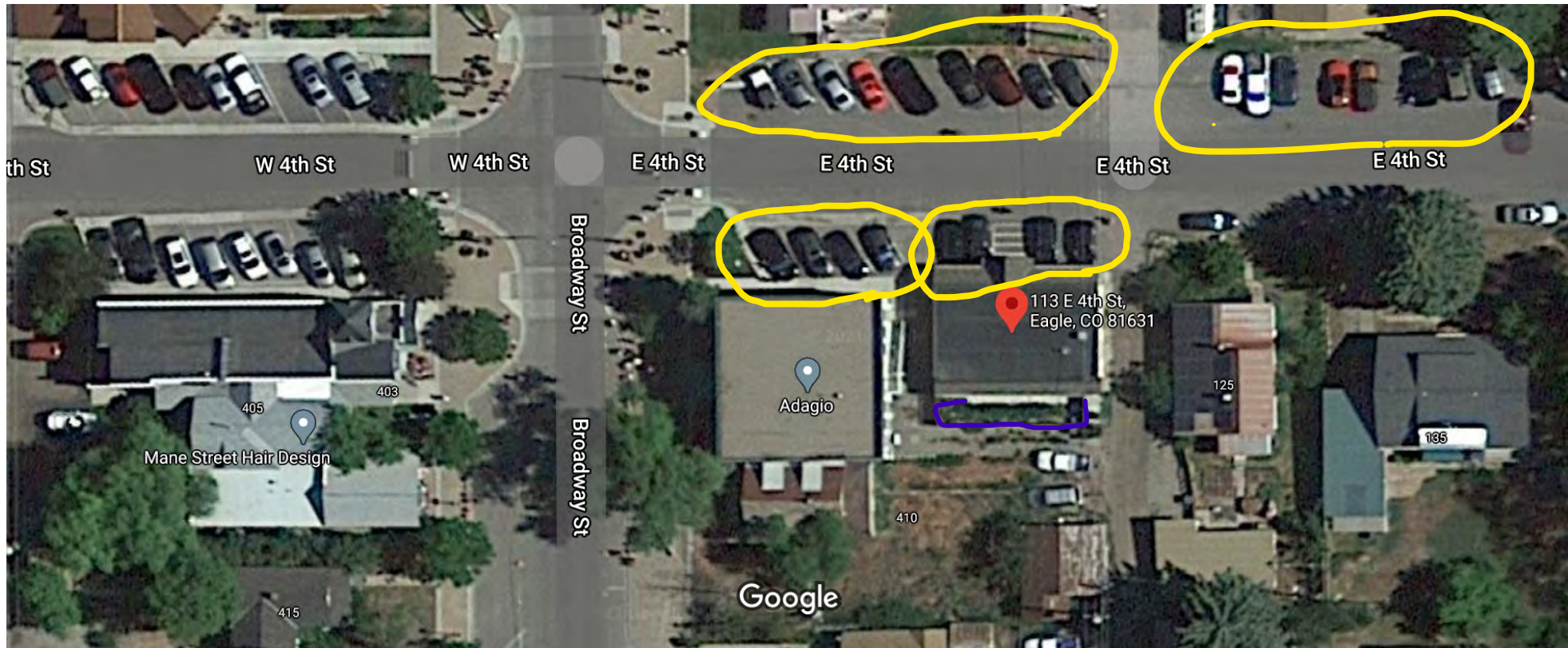
Theodore J. Archibeque, PLS 37902
Professional Land Surveyor
State of Colorado



Archibeque Land Consulting, Ltd
~ Professional Land Surveying & Mapping ~
105 Capitol Street, Suite 5 - P.O. Box 3893
Eagle, Colorado 81631
970.328.6020 Office 970.328.6021 Fax

IMPROVEMENT SURVEY PLAT PART OF LOTS 13 & 14, BLOCK 22, TOWN OF EAGLE, COUNTY OF EAGLE, STATE OF COLORADO		
DRAWN BY: MSS	JOB NUMBER: 13125	DRAWING NAME: 13125 ISP.dwg
SHEET 1 OF 1	DATE: 04-25-13	CHECKED BY: TJA

Google Maps 113 E 4th St



Map data ©2021, Map data ©2021 20 ft





Figure 1 - GIS Aerial



Figure 2 – Front of building – encroaching entry structure



Figure 3 – West, looking East – sidewalk and entry encroachment



Figure 4 – Driveway between 404 Broadway & 113 E. Fourth St. (property of 404 Broadway)



Figure 5 – Alley between 113 E. Fourth St. and 125 E. Fourth Street



Figure 6 – Rear fenced area – West side of building looking East



Figure 7 – Rear fenced area – East side of building looking West

From: [Sheila Fitzpatrick](#)
To: [Jessica Lake](#)
Subject: Re:
Date: Tuesday, April 6, 2021 3:50:23 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Jess

I want to also remind planning about the enormous amount of effort we had to put in for ventilation and oxygen tank storage in our new expansion . Another veterinary hospital should be advised of the same .

We actually had plans for redevelopment of our property including a new veterinary hospital in the back and converting existing space to retail and employee housing with a full development of the Broadway portion . I just had plans drawn . This may change our plans.

Regards
Sheila

Sent from my iPhone

> On Apr 6, 2021, at 3:11 PM, Jessica Lake <jessica.lake@townofeagle.org> wrote:

>

> Thank you Sheila, I will include your email in the packets for the Planning & Zoning Commission and Town Council.

>

> Best,

> Jessica Lake

> Planner I

> TOWN OF EAGLE

> 200 Broadway, PO Box 609, Eagle Co 81631

> Phone: 970-328-9627, Fax: 970-328-9656

> HOURS: Monday – Friday, 8:00am – 2:00pm

> CLICK BELOW FOR TOWN WEBSITE, NEWS, EVENTS OR TO PROVIDE FEEDBACK:

>

> Sender and receiver should be mindful that all my incoming and outgoing emails may be subject to the Colorado Open Records Act, § 24-72-200.1, et seq.

>

> -----Original Message-----

> From: Sheila Fitzpatrick <sfmmvet@vail.net>

> Sent: Tuesday, April 6, 2021 9:10 AM

> To: Jessica Lake <jessica.lake@townofeagle.org>

> Cc: Kursten Canada <kcanada@garfieldhecht.com>

> Subject:

>

> CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

>

>

> Hi

>

> I operate Mountain Animal Hospital on 4 th and Broadway . I saw that Susan O'Brien has applied to put a veterinary hospital across the street .

> I know Dr. O'Brien is predominantly a large animal veterinarian and is looking to house horses for hospitalization. I would like to be more informed on this project as I see congestion from horse trailers as well as

already huge parking issues a concern . Not to mention I have brought a lot of business to the town of Eagle for 28 years and feel this is a conflict .

>

> Thank you

> My number is +19709771044

>

> Sheila Fitzpatrick DVM

>

> Sent from my iPhone

From: [Sheila Fitzpatrick](#)
To: [Chad Phillips](#)
Cc: [Jessica Lake](#); [Kurstien Canada](#)
Subject: Re:
Date: Wednesday, April 14, 2021 9:12:14 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Chad

We have spent hundreds of thousands of dollars to “ get to code.”

We also take pride in the image we portray to the community and the quality of care we provide to our patients. As I walked the property in question I saw there is no place to walk the dogs? If we do surgery we have to allow those pets to relieve themselves. Second, there’s very little ventilation . Third, no space for a dumpster for the waste?Fourth , there is now strict regulation on storage of oxygen tanks . We are actually having to build a storage area for these tanks . If one were to fall it’s a huge hazard for blowing up and that’s very close to residential area. Fifth , there’s no space in there. Surgery needs to be performed in a “ sterile “ environment , not with exam, X-ray and lab all together . Sixth - zero parking ! We are struggling with the fact the town allowed a two story building across the street with inadequate parking . If you walk over, you will see my lot full and the entire side street filled before my customers even come .

I welcome new vets , I just have huge concerns for sanitation , sterility , pet wellness , parking, ventilation and storage of those oxygen tanks. As a veterinarian , I’m well aware of what a hospital takes and this location in question is going to create a whole new set of issues for the downtown .

On a different note , my family has always been active in town development where I’m from and it never really occurred to me until I heard the voice of our Eagle citizens . They feel we don’t follow rules in development and we don’t care about the impact it has . One family next door to this proposed special permit says they feel their voices just aren’t heard . Two main players in the downtown area are leaving . We have so much potential to make this beautiful. Why can’t we ?

I’m so glad you are in this position.

Keep in mind, we had plans for a three phase development project before we heard about the potential useage across the street and will push forward as we believe we can develop this property in line with what the downtown alliance is looking for .

Thank you for listening

Sheila Fitzpatrick DVM

Sent from my iPhone

On Apr 14, 2021, at 8:52 AM, Chad Phillips <chad.phillips@townofeagle.org>

wrote:

Shiela,

I am sorry to hear that you have a negative opinion of the Town in regards to Community Development. In my 1 year as Director of the TOE Community Development Department, I have heard similar stories a few times. The main thing that I can tell you now is that I'm a rule-follower. When the staff report for the new Special Use Permit application is written, it will include our position to strictly adhere to all applicable regulations of the Municipal Code.

As far as issues like parking, landscaping, and noise, these will be evaluated by my office in the staff report. It is always our goal to be as transparent as possible.

Please reach out to us with any further comments and concerns.

Take care,

Chad Phillips

Community Development Director/Town Planner

TOWN OF EAGLE

200 Broadway, PO Box 609, Eagle Co 81631

Phone: 970-328-9655, Fax: 970-328-5203

CLICK BELOW FOR TOWN WEBSITE, NEWS, EVENTS OR TO PROVIDE FEEDBACK:

[<image001.png>](#)

[<image002.png>](#)

[<image003.png>](#)

[<image004.png>](#)

Sender and receiver should be mindful that all my incoming and outgoing emails may be subject to the Colorado Open Records Act, § 24-72-200.1, et seq.

From: Shiela Fitzpatrick <sfmmvet@vail.net>

Sent: Wednesday, April 7, 2021 1:21 PM

To: Chad Phillips <chad.phillips@townofeagle.org>

Cc: Jessica Lake <jessica.lake@townofeagle.org>; Kursten Canada
<kcanada@garfieldhecht.com>

Subject:

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Chad

I am a long time owner of property in Eagle. I have a veterinary practice at 341 Broadway and have a 28 year history in downtown Eagle. When I developed this property, I was put into rigorous rules with respect to code. Parking was the biggest one. I had to build a parking lot in the back of my building, as well as multiple spaces on the side street. I went thru tremendous expense to plant trees, have Beautiful landscape and maintain the property.

I have also brought a lot of people to the downtown area who visit the coffee shops, restaurants and stores.

I recently was given plans for a major development of my block.

This involves a 2 story building with housing upstairs, retail space downstairs and a 4000 square foot clinic in the back..

This would allow desirable development and certainly contribute to the culture in downtown Eagle.

I have a planning meeting coming up with the town as we speak.

On Thursday, after paying for plans to redevelop my property, I received a notice saying that there is a special use permit being put out for another veterinary clinic on 4th street.

There is virtually no onsite parking at this location and no possibility of finding parking.

Where are these people going to park? Do we need

Two veterinary hospitals across the street from each other in downtown Eagle ? noise?

I have spoken to 4 home owners around the property and all oppose because of parking and noise. I spoke to each and every one of them.

What I'm told is "the town doesn't care." My question here is two fold. Are you going to make

This person do ALL the things I had to do for parking and development of my property before I got the special use permit?

I spoke to Joe Frasco today who developed a lot of the downtown area. He said "Eagle has developed a two sided code." They make some do

All the codes then others don't. Clearly, this isn't fair. Joe elected to sell all properties in Eagle and move on.

Now I'm faced with the potential of a 3.6 million dollar project right here in downtown Eagle, but with a competing veterinary

Practice potentially going in across the street, literally, which has no parking and is surrounded by opposing home owners who all think

Our town doesn't care. I would love your thoughts on this.

Should someone with the exact same business apply for a special use permit and

succeed without having to provide all the things I did with
Respect to onsite parking and landscape development, I would most certainly pursue
legal action as it truly isn't fair to those of us
Who have worked so hard to keep up to Town of Eagle Standards.

Let me know your thoughts.

Regards

Sheila Fitzpatrick DVM
970-328-7085
970-977-1044

From: [Stacia Brasington](#)
To: [Jessica Lake](#)
Subject: Proposed Vet Clinic
Date: Tuesday, April 20, 2021 9:55:03 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Jessica,

My name is Stacia Brasington and I, along with my husband Chad, own a property at 123 W. 4th street. I was made aware of a new Veterinary Clinic being proposed on 4th street just off of Broadway. We just wanted to send in our concerns for another vet clinic coming in so close to an already established clinic, Mountain Mobile Veterinary. Our property is directly behind MMV which already adds to the traffic and lack of parking on our street. Often people use our duplex for commercial parking.

We are simply asking that the impact of two vet clinics, the dog noise, traffic and parking be taken into consideration when making this decision tonight.

Thank you so much,
Stacia Brasington

From: [Tamie LeBlanc](#)
To: [Jessica Lake](#)
Subject: SU21-03 113 E. Fourth
Date: Tuesday, April 20, 2021 10:50:34 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Jessica,
I live at 420 Broadway. My concern is I understand Susan is a horse veterinarian and I am concerned about extra traffic in our alley with big trailers. We already have a lot of traffic using our alley and our parking spots. Thank you for your time.
Tamie LeBlanc

Sent from my iPhone

From: [Sheila Fitzpatrick](#)
To: [Chad Phillips](#)
Cc: [Jessica Lake](#)
Date: Wednesday, April 21, 2021 11:18:04 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello

I was informed about the meeting last night for the special use permit . An oxygen concentrator is not enough oxygen to perform surgeries .

Just an FYI

Thank you

Sheila Fitzpatrick DVM

The screenshot shows a Google search result for the query "Oxygen generator purchase guide - Dispomed". The top of the page features a blue banner with the text "Real-time Reporting. Gain Oxygen Independence. Cost-Effective." Below this, there are two main sections: "Pro Gen 10 Concentrator" and "Shop LPM System Bundles". The "Pro Gen 10 Concentrator" section describes a "10 LPM Oxygen Concentrator" with "High Oxygen Purity" and includes a "Shop Now!" link. The "Shop LPM System Bundles" section states "Now Offering 20 Gallon, 10-40 LPM System Bundles" and includes a "Buy Online" link. Below these sections, there is a paragraph of text explaining that a concentrator is a small medical system for personal use, less expensive than a generator, but cannot be used in a veterinary clinic because it does not have enough power to provide the necessary oxygen to the equipment. This text is dated "Jul 13, 2018". Below the paragraph, there is a URL "https://www.dispomed.com > Blog" and a link to "Oxygen generator purchase guide - Dispomed". At the bottom of the search results, there is a section titled "People also ask" with two questions: "Do hospitals use oxygen concentrators?" and "Does the VA cover portable oxygen concentrator?". Each question has a downward arrow indicating that more information can be expanded.

Real-time Reporting. Gain Oxygen Independence. Cost-Effective.

Pro Gen 10 Concentrator
10 LPM Oxygen Concentrator
High Oxygen Purity - Shop Now!

Shop LPM System Bundles
Now Offering 20 Gallon, 10-40
LPM System Bundles. Buy Online

A **concentrator** is a small medical system for personal **use**, which is less expensive than a **generator**. However, a **concentrator** can't be **used** in a **veterinary** clinic because it **does** not have enough power to provide the necessary **oxygen** to the equipment. Jul 13, 2018

<https://www.dispomed.com > Blog> :
[Oxygen generator purchase guide - Dispomed](#)

About featured snippets · Feedback

People also ask :

Do hospitals use oxygen concentrators? ▾

Does the VA cover portable oxygen concentrator? ▾

Sent from my iPhone



STAFF REPORT AND CERTIFICATE OF RECOMMENDATION

TO: Planning & Zoning Commission

FROM: Community Development Department

DATE: April 20, 2021

FILE NUMBER: SU21-03

PROJECT: 113 E. Fourth Street Veterinary Clinic

REQUEST: Application for a Special Use Permit for a Veterinary Clinic in the Broadway Overlay District.

APPLICANT: Dr. Susan O'Brien

LOCATION: 113 E. Fourth Street

CODE: Chapter 4.04 Zoning
Chapter 4.05 Zoning Review

ZONING: Broadway Overlay District,
Central Business District

EXHIBITS:

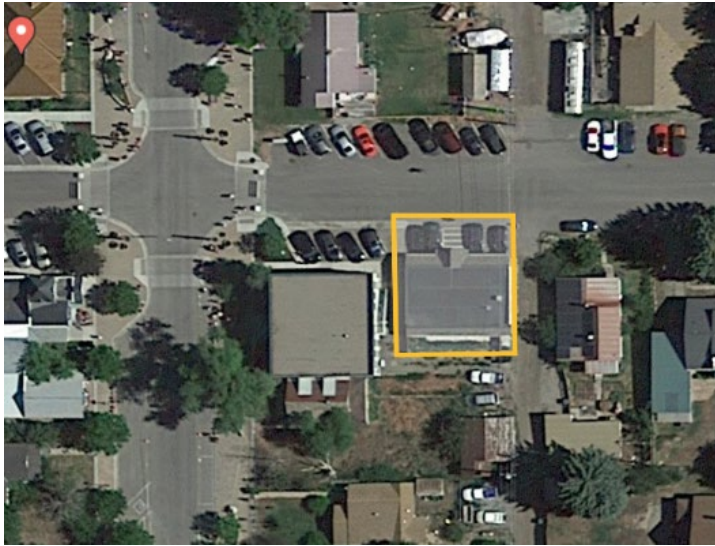
- A: Application Form and Project Narrative
- B: ILC and Google Earth Image
- C: Aerial Map and Site Photos
- D: Public Comment

PUBLIC COMMENT: All public comment received as of April 15, 2021 has been included in this packet. Letters received after this time will be gathered and entered into the public record at the hearing.

STAFF: Jessica Lake, Planner I, jessica.lake@townofeagle.org

INTRODUCTION

Dr. Susan O'Brien of Colorado On-Site Veterinary Services has submitted an application for a Special Use Permit to operate a Veterinary Clinic at 113 E. Fourth Street, which is located in the Broadway Overlay District within the Central Business District (CBD). The Veterinary uses proposed at this location include surgery and general medical services for small animals and pocket pets. Three to four staff members will be onsite during typical business hours (8:00am – 5:30pm) Monday through Friday.



A Veterinary Clinic is an allowed use in most of Eagle's commercial zone districts with a Special Use Permit. Veterinary Clinics do not have any specific requirements or standards that they are obligated to comply with other than the general code standards and any additional restrictions imposed by the Commission to Council in order to protect the public health, safety and welfare of the community.

ZONING DISTRICT	CBD	CL	CG	PA	I
USE					
Veterinary clinic	S	S	S	*	S

This particular property has some unique site conditions to take into consideration. In 1978 the Town sold 3.5' of right-of-way and a building was built right up to the new property line. This building does not align with others on the street. In 2000, when the property was owned by WECMRD (now Mountain Recreation), the Town approved an entryway with a roof structure and raised sidewalk/pathway, which encroached into the public right-of-way (see Figures 2 & 3 on the attached Site Photos document). Staff has added a condition of approval that the applicant

apply for an encroachment permit for the entryway for liability purposes. This property also does not include any off-street/private parking. The property does have a small rear yard area which is currently fenced and has grass inside the fence. The applicant is proposing to use this area to walk animals after surgery. A thorough review of the parking standards is included under Standard #3.

ISSUES FOR DISCUSSION

1. The Code does not require off-street parking due to the location of the property within the CBD and because there is no residential component. However, a Special Use Permit allows the Commission and Council to be more restrictive than the regulations to protect the public health, safety and welfare. Does the Commission want to require off-street parking for the proposed use at this location?

STANDARDS FOR SPECIAL USE PERMIT

Section 4.05.010.A.1.a

STANDARD #1: *The proposed use is consistent with the provisions of this Chapter and with the Town's goals, policies and plans.*

Staff Comment: The 2020 Elevate Eagle Comprehensive Plan (Plan) generally provides the goals, policies and plans for the Town. The Future Land Use Map designates the property as Downtown. The Downtown is described as a *centrally-located regional attraction for shopping, entertainment, culture, arts, and public events, and offers a location for public gathering and community pride. This area should include special urban improvements to make vibrant and enjoyable public spaces. These areas can include a mix of restaurants, bars, retail stores, offices, coffee shops, and civic services. Development should encourage preservation of character, redevelopment, and infill; and should include above-average standards for design.* The relevant goals and policies for this area are:

2020 Elevate Eagle Comprehensive Plan:

- 1) Chapter 4: Goals & Policies – Goal 1-2. *Expand and diversify the Town's economic opportunities.*
 - a. *Policy 1-2.1. Provide opportunities that increase the likelihood of the Town's citizens to work within Eagle.*
 - b. *Policy 1-2.7. Support alternative work environments such as home-based businesses, location-neutral businesses, mobile vendors, as well as traditional brick and mortar establishments.*

Staff Comment: The applicant has and will continue to operate “on-site” veterinary services. This application reflects an expansion of the business into a traditional brick and mortar space as well as the continued service to client’s properties. If approved, this application would add a second veterinary clinic to the Broadway District. While this use is not likely to contribute overly much to a thriving commercial atmosphere, it does allow for the expansion of a long-term local business.

- 2) Chapter 4: Goals & Policies – Goal 2-1. *Enhance the Vibrancy and Viability of Downtown. The character of Downtown is defined by a small-town neighborhood feel and includes residential blocks as well as commercial and mixed-use. The development style establishes a unique and intimate relationship between buildings and the street. Historic resources are preserved, and new development is reflective of historic development patterns, character, and style.*

- a. *Policy 2-1.10. Encourage, where appropriate, increased density near the Downtown core.*

Staff Comment: While this proposal would not increase density within the CBD, it may add to the intensity of use compared to other uses in the area.

- 3) Chapter 4: Goals & Policies – Goal 2-2. *Reinforce Broadway Street as the Heart of the Community, from the Eagle River to Town Park. The character of Broadway is defined by a small-town main street feel and includes the commercial heart of the community. Historic resources should be preserved, and new development should reflect historic development patterns, character, and style.*

- b. *Policy 2-2.3. Ensure ground floor uses on Broadway create a balanced mix of uses that support a thriving commercial atmosphere.*

- c. *Policy 2-2.4. On Broadway Street, commercial uses should be required on ground levels, with lodging and residential uses permitted above commercial.*

Staff Comment: While this structure doesn't actually front on Broadway (one lot removed from Broadway on 4th St), this application does provide a ground floor commercial use in the Broadway Overlay District.

2020 Town of Eagle Strategic Plan:

- 1) *Major Objective: Stimulate Economic Vitality and Development*

- a. *The Town focuses on development that follows the Elevate Eagle Comprehensive Plan to ensure results that maximize the economic benefits. The economic impact of visitors and business investments result in positive benefits in terms of amenities, job creation, increases in wages, infrastructure and the overall quality of life.*

Staff Comment – This application is aligned with some, but not all, of the goals and policies in the Elevate Eagle Comprehensive Plan, as noted above. Commercial use of this property satisfies several of the policies of the plan but does not go beyond that. The application may make some small moves in terms of alignment with this strategic major objective in that it may provide benefits in terms of amenities and job creation.

Section 4.04.100.J. Minimum use standards. In all zone districts, except as otherwise specified herein, all uses shall be designed and operated in compliance with the following minimum standards:

3. *Loading and unloading of vehicles shall be conducted on private property and not on any street or alley, except in the CBD, where it may be from a designated loading zone or alley;*

4. *No dust, noise, odor, fumes, glare or vibration shall be projected beyond the lot.*

Staff Comment: The code allows for loading and unloading to occur in allies in the Central Business District (CBD), but staff is suggesting a condition of approval to minimize this. The section of the alley between Fourth and Fifth Streets is accessed by ten properties, one of which is mixed use with four residences and another that is approved for mixed-use with nine residences. This alley is used by these properties and frequent loading/unloading could have a negative impact on surrounding properties. Staff is suggesting that loading/unloading occur from public parking spaces whenever possible. This lot is quite small at only 2,221 sf. Due to the small lot size, it may be challenging to keep noise and odor within the lot, but it is a code requirement and staff has included a condition of approval for this use standard.

STANDARD #2: *The proposed use is compatible with existing and allowed uses surrounding or affected by the proposed use.*



Staff Comment: The subject property is in the Broadway Overlay District and shares an alley with the Residential Multi-Family (RMF) zone district. Across the street, to the Northeast, is the Central Business District (CBD). To the North, 344 Broadway is a residential use in the Broadway Overlay District. 343 Capitol is a restaurant in CBD. To the West, 404 Broadway is mixed-use building with residential above commercial. To the South, 410 Broadway is vacant lot with an approved development permit for a mixed-use building. To the East are 125 E. Fourth Street and 135 E. Fourth Street and both are residential uses in the RMF zone district. Another Veterinary Clinic is operated out of 341 Broadway Street, which is Northwest of the subject property. The surrounding uses are mixed.

Per the application, hours for staff are M-F 8 am until 5:30 pm. Surgical drop-offs will be in the mornings Tuesday-Thursday and clinic hours will be by appointment. This clinic does plan on offering after-hours emergency services to existing clients only, after hours emergencies are expected to be minimal. In an area with a variety of uses, staff believes that due to limited hours of operation similar to other office uses in the area, the small size of the facility and lot, and the proximity of another veterinary clinic nearby with an approved Special Use Permit that this use is compatible with existing and allowed uses surrounding or affected by the proposed use.

STANDARD #3: *Street Improvements adequate to accommodate traffic volumes generated by the proposed use and provision of safe, convenient access to the use and adequate parking are either in place or will be constructed in conjunction with the proposed use, as approved by the Town.*

Staff Comment: The property at 113 E. Fourth Street does not have any private parking. Public parking can be found along Fourth Street, there are four spaces directly in front of this property. There are not currently any parking restrictions in place on Fourth Street. The hours of operation

for this building are primarily within typical business hours (8:00am – 5:30pm), the surrounding residential properties should be able to find parking during evenings and weekends and are unlikely to be adversely impacted, from a parking perspective, by this business.

The following Parking Standards are relevant to Standard #3:

- Section 4.07.140.A.3. *When the use of an existing building or space is changed to either: a) a use in a different use category as set forth in Subsection (C) of this section; or b) a use in the same use category which requires more off-street parking than the existing use; off street parking, loading areas and landscaping shall be provided as required for the new use, whether or not they were provided for the existing use; **provided, however, the requirements contained in this subsection shall not apply in the Central Business Zone District (CBD) or Broadway District.***
- Section 4.07.140.C.3.b. *Medical, dental, veterinary office, service establishment: **one per 250 square feet of floor area used or designed for office or public use.***
- Section 4.07.060.I.4. *In the Broadway District, one space per residential unit shall be provided on-site only when a retail or restaurant use has been established on the first floor. **If a service establishment on the ground floor is established, the parking requirements shall be reviewed on a case-by-case basis.** The use of stacked parking spaces is allowed to meet this requirement...*
- Section 4.07.060.I.6. *In the Broadway District, basement square footage will not be counted towards the floor area ratio standards.*

Staff Comment: Because this property is located in the Broadway Overlay District and because there are no residential uses in the building, the parking requirements for dedicated off-street parking do not apply. A veterinary clinic has its own use in the use chart and does not fall under the umbrella of a service establishment. However, because this is a request for a Special Use Permit, the Commission and Council have the ability to impose *restrictions equal to or more restrictive than requirements of the zone district regulations regarding area, setback, coverage, and height of proposed structures; off-street parking; safety of ingress and egress; physical separation in distance from other uses or buildings; landscaped buffer areas; screening fences; and any other provisions they find necessary.* Commercial uses by right in the Broadway District have typically utilized on street public parking for their clients and staff. Parking restrictions on Broadway are likely to be capped at two-hours in the future, which may put pressure during the daytime hours on the cross-streets like Fourth Street. Staff believes that traffic volumes generated by this business will be minimal and that there is adequate public parking to serve this use and that on-site parking is not required by the code.

STANDARD #4: *The special conditions for specific uses, as provided in this section are met.*

Staff Comment: Standard #4 does not apply to this application as the code does not include any specific conditions for a veterinary clinic.

STAFF RECOMMENDATION

Staff recommends Approval with Conditions of SU21-03 113 E. Fourth Street Veterinary Clinic based on Standards (1), (2), and (3) of Section 4.05.010. of the Municipal Code.

PLANNING AND ZONING COMMISSION POTENTIAL MOTIONS

Below are the Planning and Zoning Commission options related to Special Use Permit SU21-03:

1. Recommend approval with no conditions.
2. Recommend approval with conditions.
3. Continue (table) the application.
(Provide staff and the application detail regarding information needed for a decision).
4. Recommend denial.
(Cite all Code sections and/or Plan policies that resulted in motion for denial)

FINDING OF FACT

1. That the application is in conformance with Chapters 4.04 and 4.05 of the Land Use and Development Code and the 2020 Elevate Eagle Comprehensive Plan.

IF APPROVED, THE P&Z AND COUNCIL MAY CONSIDER THE FOLLOWING SUGGESTED CONDITIONS OF APPROVAL:

1. The applicant shall apply for an Encroachment Permit by May 15, 2021. If no Encroachment Permit approval is acquired, any approvals obtained with this Special Use Permit shall be withdrawn.
2. Loading and unloading may not block the alley for more than 10 minutes at time. Deliveries, loading and unloading should be from a parking space whenever possible.
3. No dust, noise, odor, fumes, glare or vibration shall be projected beyond the lot.



MINUTES
Planning & Zoning Commission
Tuesday, April 20, 2021
6:00 PM

Public Meeting Room / Eagle Town Hall
200 Broadway
Eagle, CO

This agenda and the meetings can be viewed at www.Townofeagle.org.

PUBLIC WIFI - TOEE – ((TOEEWireless))

MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

1. This will be an online meeting.
[ACCESS THE ON-LINE MEETING HERE](#)
- Please note: All participants are automatically muted. In order to be called upon and unmuted, you will need to use the “raise hand”.
- When it is your turn to speak, the moderator will unmute your line and you will have three (3) minutes for public comment.
- PUBLIC COMMENTS: If you are unable to attend, public comments regarding any items on this agenda can be submitted to Jenny Rakow, Town Clerk, and will be included as part of the record.
- For technical difficulties please email Nikki.davis@townofeagle.org and we will do our best to assist you.

6:00 PM – REGULAR MEETING CALLED TO ORDER

Commissioner Gregg called the meeting to order at 6:00 PM

COMMISSIONERS PRESENT

Jesse Gregg, Kyle Hoiland, Bill Nutkins,
Robert Townsend, Charlie Perkins

STAFF

Chad Phillips – Community Development Director
Nikki Davis - Administrative Tech II
Jessica Lake - Planner I

COMMISSIONERS ABSENT

Matthew Hood, Lani Webb,
Keegan Winkeller

PUBLIC HEARINGS

1. Project: 113 E. Fourth Street Veterinary Clinic Special Use Permit
File #: SU21-03
Applicant: Dr. Susan O'Brien
Location: 113 E. Fourth Street
Staff Contact: Jessica Lake, Planner I
Request: Application for a Special Use Permit for Veterinary Clinic in the Broadway Overlay District

Staff Presentation

Jessica Lake initiated the presentation, first by highlighting that veterinary clinics are allowed in most of the Town's Commercial Zone District with a Special Use Permit. The Municipal Code does not outline specific standards or requirements for a veterinary clinic. The lot size is roughly 2,221 sq. ft. and there is no off-street parking for this property. Staff included historical background on the property in addition to current photos of the building, driveway, and adjacent alley. Lastly, staff reviewed the four standards for a Special Use Permit (noting that Standard 4 does not apply to this application) and after assessment, staff recommends Approval with Conditions based on standards (1), (2), and (3) of section 4.05.010 of the Municipal Code. Staff suggested three conditions of approval.

COMMENTS FROM THE COMMISSION

Commissioner Nutkins asked about vehicles parked in the alley and if they are parked in the right of way or on their private property? Staff commented we would need Public Works to confirm. Commissioner Nutkins also asked about the email comment from Sheila Fitzpatrick, talking about caring for large animals like horses - what is the plan for that? Staff commented that the application confirmed this location is for small animals and pocket pets only. Commissioner Nutkins suggested adding a condition of approval specifying no large breeds. He also asked if there is a requirement for managing biohazard waste. Staff commented this might be part of building requirements, this is not tied to land use.

Commissioners Perkins & Hoiland asked if staff is comfortable enforcing the 10-minute time limit for loading/unloading. Mr. Phillips commented that staff would contact the permit holder if the Town received complaints. Public Works can help enforce and monitor activity in the alley.

Commissioner Townsend asked what qualifies as a small/pocket pet? If applicant decides to do something for larger pets, will they need to change the application use? Applicant replied by defining what small animals (i.e., dogs & cats) and pocket pets (i.e., hamsters) are and confirmed there will be no large animals on that property.

Commissioner Gregg asked the applicant about oxygen and ventilation tanks for her operation. Applicant confirmed they will be using an oxygen concentrator, a smaller and safer unit, and there will be no delivery of large tanks. Also, a professional company handles all their biohazard waste. Commissioner Gregg asked if there is an intent to have kennel operations. The applicant replied that the backyard will only be used to walk dogs after surgery procedures. Kennels would be indoors and monitored overnight for post-op, not a boarding-style operation.

Commissioner Hoiland asked if the Commission should consider concern from a public comment letter where an individual stated they may not move forward with a future development project on Broadway if this file is approved. Mr. Phillips replied that this concern should not be a factor in the Commission's decision. The staff report provides the criteria for evaluation which did not include this type of off-site impact.

PUBLIC COMMENT

Dawn Holmes, 59-136 Kipa Mai Way, Kamuela, HI – Stated that Dr. O’Brien was their family vet (mixed animals including large and small breeds). Her values to the community as a small animal veterinarian are immense. She is very knowledgeable and talented. A brick-and-mortar business in town would be an asset.

Stephanie Scott, 717 Edwards Village Blvd – Agrees with Dawn’s comments. A closer and local clinic would be an asset to the community, she also uses Dr. O’Brien as a personal veterinarian. With an influx of people moving to the community, having more veterinary clinics would benefit Eagle and Edwards.

Jean Duprey, 125 Fourth Street – Lives near the building and they have their cars next to the alley. Castle Peak and Gypsum Animal Clinics only have 12 parking spaces and oftentimes their parking lot is full. Many businesses have a parking variance. As her business grows, the traffic of customers will change and not just be limited to appointment traffic. There is no realistic way to predict parking needs. She is also concerned about noise levels increasing from public parking that will affect nearby residents.

Stev Riden, Howard, CO - Asked the applicant several questions. Is this a product of opportunity to have this building? Is there a particular reason you chose this site? Are there conditions attached to approval that might prohibit anything beyond 10-minutes and large animals? Are there non-confirming uses and can we prohibit that? Do you realize the expense of making this functional against the existing codes? Applicant replied that the living space downstairs will be used as an office / staff break room. She is already in the process of working with contractors to get the building up to code and commercial suppliers to get proper equipment. She chose this building because it feels natural for the scope of animals she will be working with. Applicant does not feel like there is competition, it is based more on vet care needs in the region. Lastly, Mr. Riden encouraged the Planning and Zoning Commission to consider a fee in lieu so that the Town can eventually purchase property to use for parking.

Thomas Boyken, 447 Neilson Gulch Road – Stated that he supports Dr. O’Brien’s business reputation. As a former Eagle Chamber of Commerce Board Director, he supports bringing more business to Eagle. If we continue to use parking as a hurdle, our Town can’t grow. Regarding noise, he’s never noticed loud noise from vet clinics. Animal noise is oftentimes inside the office. Growing the Business District will only increase the Town’s revenue. Mr. Boyken welcomes competition to the Town as it gives customers the opportunity to pick and choose who they want to work with and drives them to a certain area. Dr. O’Brien is his personal vet.

RESPONSE TO PUBLIC COMMENT

Applicant addressed public comment. First, applicant recapped that they are a mobile practice and will continue that aspect of her business. Their goal is to employ only one other vet along with efficient staff. If they are operating in an overcrowded office, it goes against their fear-free practice. The fear-free environment accounts for external factors such as paint color, having separate examination rooms for cats and dogs, and ensuring the lobby is a quiet area.

Commissioner Perkins asked the applicant if they are going to remodel the interior. Applicant confirmed they intend to go through the entire building permitting process. They want to create 2 exam rooms, 1 treatment room, a surgery room, and storage.

Commissioner Nutkins asked staff if there are existing non-confirming uses in the building. Staff replied this has been discussed with current owner. Dr. O’Brien proposed to discontinue those non-confirming uses. Staff confirmed that Public Works received a referral for this application.

Commissioner Gregg asked about other vet office on Broadway and if they were required to provide parking as part of their Special Use Permit? Staff confirmed this as true. The other vet office was approved in 1999 and required to have on-site parking. Today's standards in the Municipal Code regarding parking do not apply in the Central Business Zone District or Broadway District. Commissioner Nutkins commented that he considers the vet clinic as a service establishment however exempts it from providing parking because of Section 4.07.140.A.3.

Commissioner Perkins asked staff if the Commission can include a condition of approval asking the applicant to increase sound insulation if recommended by Chief Building Official? Mr. Phillips replied yes, P&Z can add this type of condition, but recommended the trigger being after significant noise complaints. Commissioner Perkins asked if the noise being generated is interior noise or when pets are dropped off? Applicant addressed the noise concern was from dogs waiting in parked cars, dogs in the building will always have supervision. There is no boarding component and hospitalized animals are there to convalesce, so the intention is to maintain a quiet, relaxed environment.

Public comment closed at 7:00 PM.

DELIBERATIONS

Commissioner Hoiland began deliberations, stating that he is torn about approval given the noise and parking concerns from the neighbors. Overall, he believes the applicant has met the conditions and will likely support this request.

Commissioner Perkins commented that after hearing more from Dr. O'Brien about her business practice and operating hours and standards, he is inclined to approve the file with the conditions staff recommended.

Commissioner Nutkins commented that his biggest concern is the parking, especially downtown. According to the current standards parking is not required but if her staff is using the parking where are customers going to park? Also, if the non-confirming uses become prevalent again after approval, he suggests that should revoke the Special Use Permit. Additional conditions that should be addressed include no large oxygen tanks, no outdoor boarding or crating at any time and no large animals. If applicant receives excessive noise complaints, applicant must present to the Commission again.

Commissioner Townsend believes the noise issue was addressed in the third condition of approval. Mr. Phillips commented that there are state statues about addressing significant noise complaints and staff has standards to enforce mitigating noise. Commissioner Townsend also noted that parking is a "big picture" item we need to address because there is no parking requirement in this area. Overall, he believes the conditions staff presented address all the concerns.

Commissioner Gregg believes the file meets all the standards. He voiced concerns about parking but judging by the standards outlined in the Municipal Code, he does not view this application any different from the other downtown businesses apart from the animal component. Staff's recommended conditions address the noise issue well. He is in favor of approving this file and having additional business on Broadway is beneficial, regardless of a competing business across the street.

MOTION: COMMISSIONER CHARLIE PERKINS MOTIONED TO APPROVE SPECIAL USE PERMIT #SU21-03 WITH THE FOLLOWING CONDITIONS:

- 1.) THE APPLICANT SHALL APPLY FOR AN ENCROACHMENT PERMIT BY MAY 15, 2021. IF NO ENCROACHMENT PERMIT APPROVAL IS ACQUIRED, ANY APPROVALS OBTAINED WITH THIS SPECIAL USE PERMIT SHALL BE WITHDRAWN.**

- 2.) **LOADING AND UNLOADING MAY NOT BLOCK THE ALLEY FOR MORE THAN 10 MINUTES AT A TIME. DELIVERIES, LOADING AND UNLOADING SHOULD BE FROM A PARKING SPACE WHENEVER POSSIBLE.**
- 3.) **NO DUST, NOISE, ODOR, FUMES, GLARE, OR VIBRATION SHALL BE PROJECTED BEYOND THE LOT.**
- 4.) **NO OUTDOOR KENNELS, CRATES, LARGE ANIMALS OR CONVENTIONAL LARGE OXYGEN TANKS.**

MOTION WAS SECONDED BY COMMISSIONER BILL NUTKINS AND PASSED WITH A VOTE OF 5 (GREGG, HOILAND, NUTKINS, TOWNSEND, PERKINS) IN FAVOR AND 0 OPPOSED.

DRAFT

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 41
(Series of 2021)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO
APPROVING A SPECIAL USE PERMIT FOR A VETERINARY CLINIC AT 113 EAST
FOURTH STREET

WHEREAS, the Ruth A. Butters Living Trust owns the real property located at 113 East Fourth Street, Town of Eagle, Eagle County, Colorado (the "Property");

WHEREAS, on February 16, 2021, Susan O'Brien (the "Applicant") submitted an application for approval of a Special Use Permit to operate a veterinary clinic on the Property (the "Application");

WHEREAS, on April 20, 2021, the Planning Commission held a properly-noticed public hearing to consider the Application, and recommended approval of the Application with conditions;

WHEREAS, on May 11, 2021, the Town Council held a properly-noticed public hearing to consider the Application; and

WHEREAS, the Town Council, upon reviewing the recommendation of the Planning Commission, and upon hearing the statements of staff and the public, and giving due consideration to the matter, determines as provided below.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO, AS FOLLOWS:

Section 1. The Town Council finds that the Application complies with Chapters 4.04 and 4.05 of the Eagle Municipal Code (the "Code") and the 2020 Elevate Eagle Comprehensive Plan.

Section 2. Based on the foregoing findings, the Town Council hereby approves the issuance of a Special Use Permit to allow a veterinary clinic to operate on the Property in accordance with the Application, subject to the following conditions:

- a. On or before May 15, 2021, the Applicant shall apply for an Encroachment Permit. If the Encroachment Permit is not approved by the Town, the Special Use Permit shall not be issued.
- b. Loading and unloading must be made from a parking space whenever possible and shall not block the alley for more than 30 consecutive minutes at time. Should loading or unloading take more than 30 minutes, a Right-of-Way Permit must be obtained from the Public Works Department.

- c. No dust, noise, odor, fumes, glare or vibration shall be projected beyond the Property.
- d. No outdoor kennels or crates shall be permitted on the Property at any time.
- e. No large oxygen tanks shall be stored on the Property at any time.

INTRODUCED, READ, PASSED AND ADOPTED ON MAY 11, 2021.

TOWN OF EAGLE, COLORADO

Scott Turnipseed, Mayor

ATTEST:

Jenny Rakow, Town Clerk



To: Mayor and Town Council

From: Jill Kane, Finance Director

Date: May 11, 2021

Agenda Item: Resolution 35, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado, Amending the Fee Schedule Pursuant to 2.34 of the Eagle Municipal Code Concerning Fire Impact Fees"

REQUEST: Staff requests that the Council review the resolution to amend the 2021 fee schedule which provides for an increase to fire impact fees.

BACKGROUND: The Town recently received resolution 03-2021 (attached) from the Greater Eagle Fire Protection District (GEFPD) regarding increases for 2021 fire impact fees. Since the Town collects fire impact fees on behalf of the GEFPD an amendment to the Town's fee schedule is necessary.

ANALYSIS: Per section 4.13.230 of the Eagle Municipal Code, the fire protection impact fee shall be adjusted annually for inflation to be effective January 15th of each year. The Town has historically waited to receive a resolution to make an adjustment to the fee schedule. In doing so, the 2020 adjustment to the Town's fee schedule was not completed until the adoption of the 2021 fee schedule. Going forward staff will work with GEFPD to ensure we make these changes more timely.

The resolution received by GEFPD requests a 1.2% increase based on the Bureau of Labor Statistics, Denver-Aurora-Lakewood Consumer Price Index for the second (2nd) half of 2020.

PLANNING DEPARTMENT FEES					
FEE TYPE	FEE TITLE	2020 FEE - ADOPTED	2021 FEE - ADOPTED	2021 FEE - REVISED	
FIRE IMPACT FEES	Residential - Single Family (per unit)	\$ 2,269.97	\$ 2,331.26	\$ 2,359.23	
FIRE IMPACT FEES	Residential - Multi family (per unit)	\$ 1,037.23	\$ 1,065.24	\$ 1,078.01	
FIRE IMPACT FEES	Nonresidential, except temporary & extended stay lodging facilities (per 1,000sqft)	\$ 914.78	\$ 939.48	\$ 950.74	
FIRE IMPACT FEES	Temporary & extended stay lodging facilities (per 1,000sqft)	\$ 914.78	\$ 939.48	\$ 950.74	

COMMUNITY INPUT: Not required, the increase is per the Town's IGA with GEFPD and the Town Code.

BUDGET/STAFF IMPACT: There are no budget or staff impacts with this proposal. Fire Impact Fees are passthrough fees collected by the Town and paid to the GEFPD.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED: This request does not align with the strategic plan or standards. It is an administrative proposal that requires the Council's review and approval.

RECOMMENDED ACTION OR PROPOSED MOTION: Motion to **approve** or **deny** adoption of Resolution 35, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado, Amending the Fee Schedule Pursuant to 2.34 of the Eagle Municipal Code Concerning Fire Impact Fees".

ATTACHMENTS:

- Resolution 35-2021 Amending the Fee Schedule Concerning Fire Impact Fees
- Greater Eagle Fire Protection District – Resolution 03-2021

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 35
(Series of 2021)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO,
AMENDING THE FEE SCHEDULE PURSUANT TO 2.34 OF THE EAGLE MUNICIPAL
CODE CONCERNING FIRE IMPACT FEES

WHEREAS, Section 2.34 of the Eagle Municipal Code provides that the Council shall
adopt a schedule of fees by resolution from time to time; and

WHEREAS, the Town is authorized by C.R.S. § 29-20-104.5 to assess impact fees; and

WHEREAS, the Town previously entered into an intergovernmental agreement
concerning the collection, payment, and use of fire protection and emergency services impact
fees with Greater Eagle Fire Protection District ("District"), under which impact fees are
collected and transferred to the District; and

WHEREAS, the Town Council desires to amend certain fees and to adopt the same.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE,
COLORADO:

Section 1. That the Fee Schedule as contained in Resolution No. 35, Series 2021,
concerning Fire Impact Fees, be amended to read as follows:

FEE TYPE	FEE TITLE	2021 FEE
FIRE IMPACT FEES	Residential - Single Family (per unit)	\$ 2,359.23
FIRE IMPACT FEES	Residential - Multi family (per unit)	\$ 1,078.01
FIRE IMPACT FEES	Nonresidential, except temporary & extended stay lodging facilities (per 1,000sqft)	\$ 950.74
FIRE IMPACT FEES	Temporary & extended stay lodging facilities (per 1,000sqft)	\$ 950.74

INTRODUCED, READ, PASSED, AND ADOPTED by the Town Council of the Town of Eagle, Colorado
at a regular meeting held on the 11th day of May 2021.

TOWN OF EAGLE, COLORADO

By: _____
Scott Turnipseed, Mayor

ATTEST:

Jenny Rakow, CMC
Town Clerk

GREATER EAGLE FIRE PROTECTION DISTRICT

RESOLUTION NO. 2021-03

A RESOLUTION AUTHORIZING THE ADJUSTMENT OF IMPACT FEES

WHEREAS, the Greater Eagle Fire Protection District ("District") is a quasi-municipal corporation and political subdivision of the State of Colorado and a duly organized and existing special district pursuant to Title 32, Colorado Revised Statutes; and

WHEREAS, the Board of Directors ("Board") of the District has ultimate authority and responsibility over all operations, personnel and affairs of the District, with all rights, duties and powers specially granted to the Board by Title 32, Article 1 of the Colorado Revised Statutes; and

WHEREAS, the District previously entered into intergovernmental agreements concerning the collection, payment and use of fire protection and emergency services impact fees with Eagle County, the Town of Gypsum, and the Town of Eagle (collectively, the "IGAs"), under which impact fees are collected and transferred to the District; and

WHEREAS, the Board has conducted a study to ensure that the District adjusted its impact fees to be in accordance with recommendations suggested by the company that conducted the study; and

WHEREAS, the Board desires to request an adjustment to the amount of the impact fees collected by Eagle County, the Town of Gypsum, and the Town of Eagle pursuant to the IGAs to make such amount consistent, which will assist the District with covering the costs of the District's capital improvement plans; and

WHEREAS, the Board finds it reasonable, appropriate, and necessary to request such an adjustment to the amount of the District's impact fees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Greater Eagle Fire Protection District as follows:

1. The District will request an increase in the amount of the impact fees collected by Eagle County, the Town of Gypsum, and the Town of Eagle and transferred to the District. The amount of increase will be one point two percent (1.2%) to adjust for inflation based upon the Bureau of Labor Statistics, Denver-Aurora-Lakewood Consumer Price Index for the second (2nd) half of 2020 (Exhibit A).
2. This Resolution shall take effect immediately.
3. The Fire Chief and Officers of the District are authorized and directed to take all actions necessary and appropriate to affect the provisions of this Resolution.

RESOLVED by the Board of Directors of the Greater Eagle Fire Protection District, upon a motion duly made, seconded and passed at a regular meeting held on the 17th of February, 2021 by a vote of 5 in favor and 0 against, and 0 abstentions.

GREATER EAGLE FIRE PROTECTION DISTRICT

By: 
Eric Peterson, Chairman/President

Attest:
By: 
Mikel Kerst, Secretary

Exhibit A

Impact Fee Schedule

	2018	2019	2020	2021	2022	2023
Percent increase		study + 2.9%	2.7%	1.2%		
Single Family	\$ 1,764.80	\$ 2,269.97	\$ 2,331.25	\$ 2,359.23		
Multi Family	\$ 806.40	\$ 1,037.23	\$ 1,065.23	\$ 1,078.01		
Lodging per / 1000 sq ft.	\$ 711.20	\$ 914.78	\$ 939.47	\$ 950.74		
Commercial per / 1000 sq ft.	\$ 711.20	\$ 914.78	\$ 939.47	\$ 950.74		



To: Mayor and Town Council

From: Bill Shrum, Assistant Town Manager

Date: May 11, 2021

Agenda Item: Resolution 36, Series 2021, "A Resolution of the Town Council of the Town of Eagle, Colorado adopting the Climate Action Plan Update 2020".

REQUEST:

Staff is requesting the Council review the Eagle County Climate Action Plan Update 2020 and consider the resolution formally adopting the update as proposed.

INTRODUCTION:

The Town of Eagle adopted the Eagle County Climate Action Plan (CAP) with Resolution 10, Series 2017 passed on February 28, 2017. The CAP acknowledges climate change, projects the impact on the local environment and economy based on current trends, and proposes action steps for mitigating the anticipated negative impacts of climate change. The 2020 Update has been assembled through ongoing work by Walking Mountains and the Climate Action Collaborative, through regular meetings, industry and stakeholder outreach, and increased capacity for measuring greenhouse gas emissions currently taking place. According to the original resolution, the Town of Eagle seeks to implement the recommended strategies where there is synergy between the recommendations and the Town's stated goals, and many other municipalities in Eagle County have adopted the CAP 2020 Update.

ANALYSIS:

The Climate Action Plan Update 2020 took measure of the current progress made since the initial adoption in 2017, and revised the greenhouse gas reduction potential, as well as made updates to new CAP areas that would be influential to hit goals beyond what is noted in 2025.

To achieve the stated goal of 50% reduction of emissions by 2030, the following priority actions will be adopted:

<u>Energy Supply</u>	<u>Buildings</u>	<u>Waste</u>	<u>Transportation</u>
100% renewable energy supply for the electric sector by 2030.	Beneficial electrification of existing buildings 5% per year	80% organics diverted by 2030. Focus on diversion of yard waste and cardboard.	2% increase each year of EVs registered in Eagle County.
Analyze/develop renewable energy resources.	Adopt net zero or all-electric construction code for new buildings.	Divert 100% of all recoverable construction and demo waste.	Encourage County commuters to not use a car 2x per week.

Heat waste use and/or renewable energy to power district snowmelt.	Benchmark commercial buildings > 10,000 sq ft.		Move 50% of workforce to live within 5 miles of employment center.
Reduce methane leakage through natural gas efficiency.			

New additions to the CAP plan include areas of Water Resiliency, Carbon Sequestration, and Wildfire Resiliency. These measures will explicitly tie to the Resiliency plan for Eagle County.

COMMUNITY INPUT:

Community input has been gathered in multiple Climate Action Committee meetings across the county and across industry sectors. There is wide-ranging support in these meetings for the steps outlined in the CAP 2020 Update.

BUDGET / STAFF IMPACT:

There is no direct budget or staff impacts directly related to the adoption of the CAP 2020 Update.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

Adopting the CAP 2020 Update directly relates to the Town Council Strategic Plan Guiding Principle of Protecting Public Health, Safety, and the Environment. These additional measures set a coordinated path to achieve the previously agreed-upon benchmarks for 2030 greenhouse gas emissions. The CAP 2020 Update also acknowledges the growing concern and need for water and wildfire resiliency planning, as well as carbon sequestration.

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to **APPROVE** or **DENY** Resolution 36, Series 2021, “A Resolution of the Town Council of the Town of Eagle, Colorado adopting the Climate Action Plan Update 2020”

ATTACHMENTS:

- Resolution 36-2021 CAP Update 2020.pdf
- Climate Action Plan Update 2020.pdf

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 36
(Series of 2021)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO
ADOPTING THE CLIMATE ACTION PLAN UPDATE 2020

WHEREAS, Eagle County has adopted an environmental policy attached hereto (the "Environmental Policy Statement"), which deems preservation and enhancement of the natural environment a top priority to ensure the health, safety, welfare, and economic wellbeing of its citizens;

WHEREAS, Eagle County's Strategic Plan includes a vision to provide regional leadership on environmental issues including climate protection and reduction of community greenhouse gas ("GHG") emissions;

WHEREAS, in 2015, Eagle County contracted with Clean Energy Economy for the Region ("CLEER") to conduct an Eagle County Energy Inventory to identify energy sources, uses, and related emissions by sector, and according to the study, GHG emissions in baseline year 2014 were 1.4 million metric tons of carbon dioxide equivalent (CO₂e) with 60% emissions from commercial and residential building sectors, 27% from vehicles, 10% from landfill, and 3% from airport, and the community-wide energy cost for the year 2014 was \$243 million;

WHEREAS, Eagle County contracted with Walking Mountains Science Center in 2016 to engage over 30 stakeholders representing local governments, businesses, schools, and nonprofits from throughout Eagle County in the creation of a community-wide Climate Action Plan ("CAP") to help guide GHG reductions into the future;

WHEREAS, the first CAP for the Eagle County Community dated December 13, 2016 set a shared community goal to reduce GHG emissions 25% by 2025, and 80% reduction by 2050 (baseline 2014), and provided recommendations for climate actions by sector for community leaders and decision makers to consider in creating positive solutions for future generations;

WHEREAS, in December 2016, the Eagle County Board of County Commissioners signed Resolution 2016-101 to adopt the CAP and endeavored to meet the goals of the plan through ongoing Eagle County initiatives, integration with Eagle County and community plans, and through promotion of and participation in community actions that reduce GHG emissions;

WHEREAS, in 2017, Eagle County contracted with Walking Mountains Science Center to develop the Climate Action Collaborative ("CAC") to implement the CAP and achieve the goals for the benefit of the Eagle County community;

WHEREAS, the CAC engages local governments, businesses and nonprofits in working groups focused on GHG reduction in energy supply, transportation, buildings, materials management, carbon sequestration, and water conservation;

WHEREAS, in 2018, Eagle County contracted with CLEER to conduct the second Eagle County Energy Inventory for year 2017, to compare GHG emissions to the baseline study for year 2014, and according to the study, GHG emissions were reduced by 59,900 metric tons in 2017 compared to 2014, a 4% reduction, with residential buildings reducing electricity consumption by 2%, and Holy Cross Energy increasing renewables on the grid from 20% in 2014 to 39% in 2017;

WHEREAS, the reductions in GHG emissions are attributed in part to the success of the CAC's community engagement;

WHEREAS, a third Energy Inventory is now underway for year 2020;

WHEREAS, Holy Cross Energy reports that 44% of current electricity provided to its members in Eagle County is produced from wind, solar and other renewable energy sources, and that actions are underway to provide 100% renewable-sourced electricity for all members by 2030;

WHEREAS, GHG emissions modeling provided by Western Colorado University shows that Holy Cross Energy's actions to adopt renewable energy resources will substantially meet the CAP's near term goal of 25% reduction in community GHG emissions by 2025, but will not be sufficient to offset the increase in GHG emissions from ongoing population growth and continued use of natural gas for heating buildings and gasoline/diesel for transportation fuels in the years 2025 to 2030;

WHEREAS, CAC staff identified interim goals and revised priority actions for working groups that support the longer term 2050 goal, and align with international targets and the State of Colorado's Climate Action goals;

WHEREAS, the update to the CAP dated December 2020, attached hereto (the "CAP Update 2020"), adds interim targets and sets shared community goals to reduce GHG emissions 25% by 2025, 50% by 2030, 70% by 2045, and 80% reduction by 2050 (baseline 2014); and

WHEREAS, the CAP Update 2020 also provides revised priorities for climate actions, for consideration by community leaders and decision makers in creating positive solutions for future generations.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO AS FOLLOWS:

Section 1. The Town Council hereby adopts the CAP Update 2020 and endeavors to meet the goals of the CAP Update 2020 through ongoing Eagle County initiatives, integration with Eagle County and community plans, and through promotion of and participation in community actions that reduce GHG emissions.

Section 2. Nothing contained herein shall be construed as approval by the Town Council in its governmental capacity with respect to any particular project or funding request; all actions of the Town are subject to applicable limitations and authority for local governments, as

well as the Town Council's discretion and budgeting authority in compliance with the Local Government Budget Law (C.R.S. § 29-1-101, *et seq.*) and TABOR (Colo. Const. Art. X, § 20).

Section 3. The Town Council hereby finds, determines, and declares that this Resolution is necessary for the public health, safety and welfare of the residents of the Town and Eagle County.

INTRODUCED, READ, PASSED AND ADOPTED ON May 11, 2021.

TOWN OF EAGLE, COLORADO

Scott Turnipseed, Mayor

ATTEST:

Jenny Rakow, Town Clerk

CLIMATE ACTION COLLABORATIVE

CLIMATE ACTION PLAN

UPDATE
2020

Climate Action Plan: 2020 Update

Eagle County is home to world-class outdoor recreation opportunities, stunning and spacious ranches, and tight-knit communities, all among some of the most beautiful landscapes in Colorado. As climate change continues to threaten our livelihoods, **Eagle County** cannot sit dormant. We must take a strong stance on climate action and deliver on the goals set in the Eagle County Climate Action Plan.

The purpose of this Climate Action Plan Update is to explain the latest research in climate science, underscore the level of urgency needed for solution implementation, and highlight the role *Climate Action Collaborative (CAC) stakeholders* and the *Eagle County community*—governments, businesses, utilities, and citizens—must play in the solution.

We are calling for:

- Immediate emergency-grade action on climate
- Prioritization of strategies within this plan update to immediately reduce carbon emissions
- Timely achievement of carbon pollution reduction goals
- Commitment to a healthier and more resilient future for our Eagle County community

The Climate Action Collaborative (CAC) for the Eagle County Community exemplifies the power of community-led action. Systematically addressing global climate change is a formidable challenge that is best done with maximum stakeholder engagement. With our Collaborative partners, we have established a framework to strategize and deliver on greenhouse gas (GHG) emission reductions within the Buildings, Materials Management, Energy Supply, and Transportation sectors, as well as mechanisms to enhance efforts for education and outreach, water conservation, and carbon sequestration.

The priority actions identified in this update were selected through collaborative stakeholder input in 2020. The actions were derived from GHG modeling conducted by the CAC in 2020 and the original Climate Action Plan for the Eagle County Community. The emissions reduction goal in this update was established in 2020 to align with the State of Colorado GHG emission reduction goal and the Intergovernmental Panel on Climate Change global GHG reduction target.

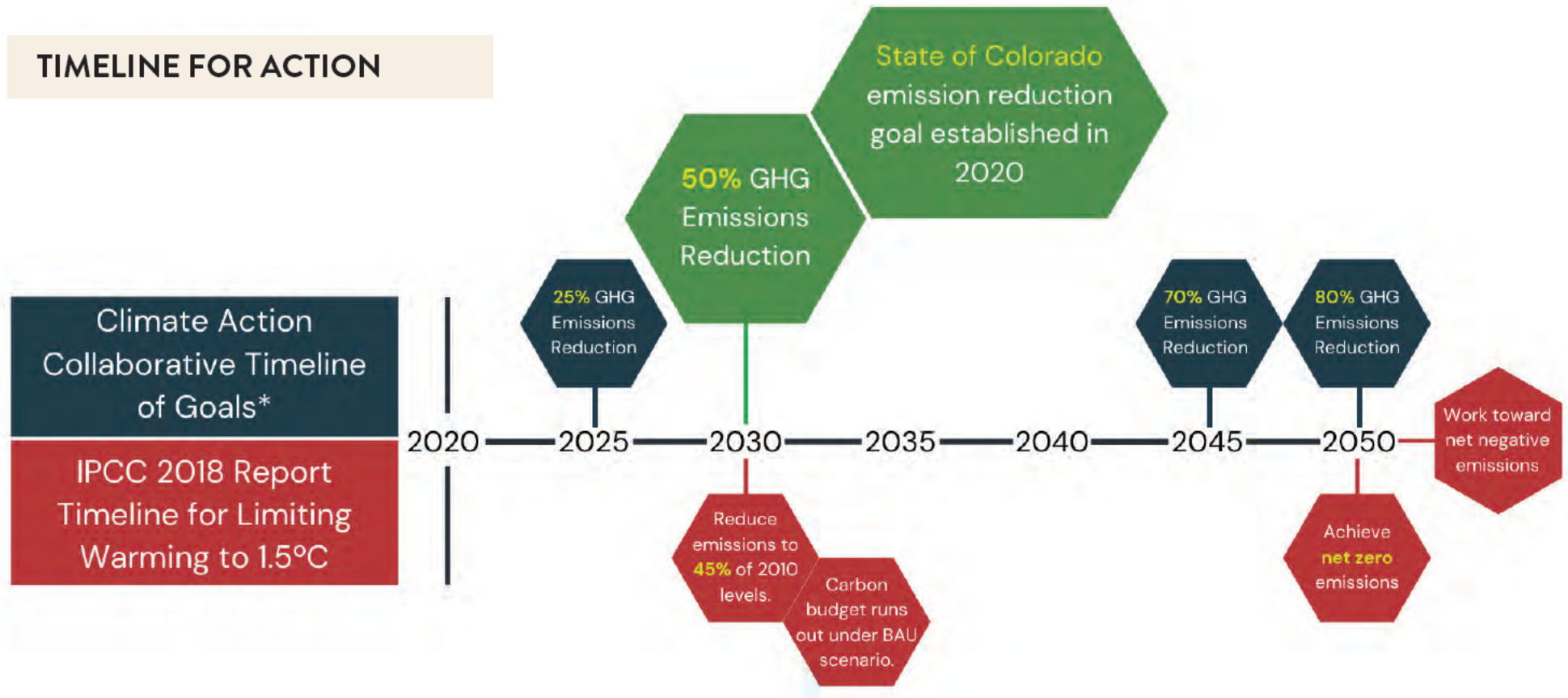
#BEBETTERTOGETHER

1.5°C IS THE TIPPING POINT

The global surface temperature has already warmed 1.0°C. While further warming is inevitable, we still have the power to reduce the magnitude of its impacts. 2018 brought a new report from the Intergovernmental Panel on Climate Change (IPCC) on the benefits of limiting warming to **1.5°C**. Remaining beneath 1.5°C will require a significant reduction in fossil fuel use, but will avoid the widespread and permanent catastrophe that will come with an overshoot of the 1.5°C mark.

To do this, the IPCC states we must achieve a minimum 45% emissions reduction from 2010 levels by 2030; and if nothing changes, we are on track to **burn through our carbon budget in 8-10 years**.

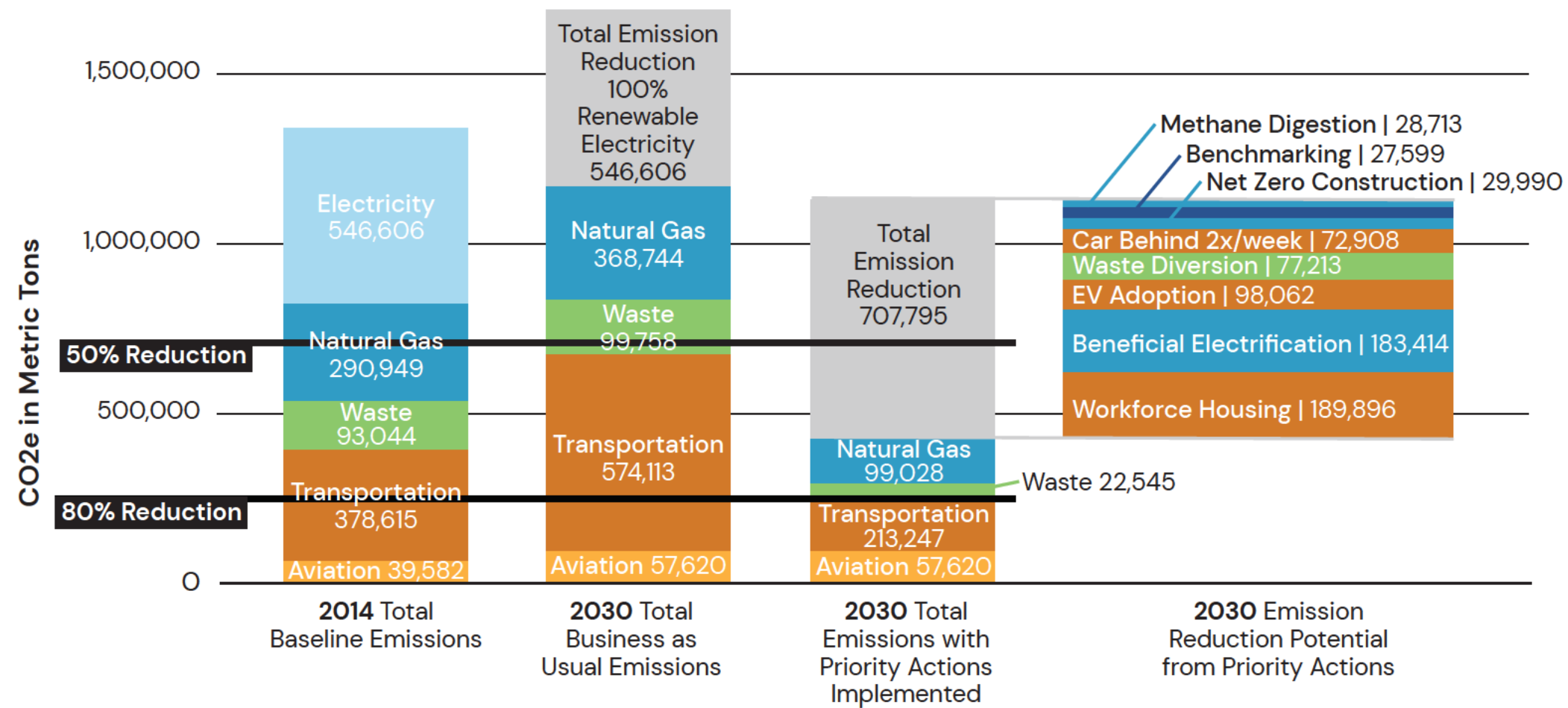
TIMELINE FOR ACTION



*From 2014 Baseline (see 2014 Eagle County Energy Inventory). BAU = Business as usual. GHG = Greenhouse Gas

Carbon Emission Reduction Potential from Priority Actions

All numbers reported in Metric tons of CO₂e



ANNUAL SUCCESS BENCHMARKS

Transportation

1,100 new EVs on the road.

2x per week, Eagle County residents leave their cars behind on work commute.

Buildings

10 commercial buildings electrified.

1,641 residential homes electrified.

10% increase of new building SF to be all-electric or net zero.

≥10,000 SF commercial buildings benchmarked.

Waste

8% increase in organic waste diverted through recycling and compost.

10% increase in diversion of recoverable construction waste.



BUILDINGS

IMMEDIATE PRIORITY ACTIONS

- ★ Beneficial Electrification for 5% of existing residential and commercial buildings each year.
- ★ For new and remodeled residential and commercial buildings, adopt 'above building code' standards and incentives, and implement net-zero or all-electric construction requirements by 2030. Work toward consistency across jurisdictional boundaries in Eagle County.
- ★ Implement a benchmarking ordinance in Eagle County for all commercial buildings 10,000 square feet or larger.

ADDITIONAL STRATEGIES

- Expand Walking Mountains Energy Programs' home energy assessment program to audit 50% of Eagle County homes by 2030.
- Expand local Exterior Energy Offset Programs to include commercial buildings and homes over 3,700 square feet. Work towards consistency across jurisdictional boundaries in Eagle County.
- Hold an annual meeting of building officials and planning and design review boards to exchange ideas and best practices for building code enforcement.
- Continue partnerships with local energy utilities and Walking Mountains Energy Programs to leverage economic incentives that promote residential and commercial energy efficiency.
- Provide support and incentives for rental units to be updated with energy efficiency improvements.
- Consider a HERS Rating requirement for new residential construction.



ACTIONS FOR BUILDINGS



STEP 1: ENERGY EFFICIENCY

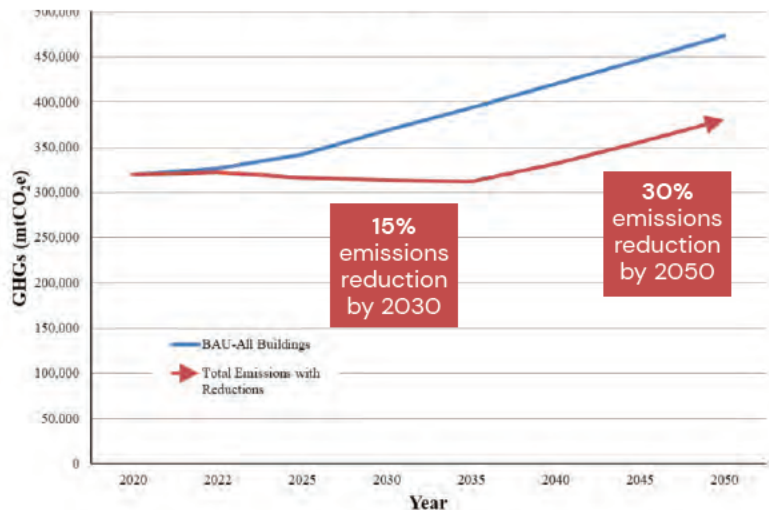
The Colorado Energy Office lists "Expand Energy Efficiency" as the number one priority out of the five most impactful actions for local government policy in mitigating GHG pollution.

Priority actions include:

- Benchmarking commercial buildings

"Energy efficiency in residential and commercial buildings is a no-regrets action in the near term" –State of Colorado 2020 GHG Pollution Reduction Roadmap

Commercial Building Benchmarking



Assumptions: [Red Line] Emission reduction potential from benchmarking commercial buildings. The 50 largest commercial buildings will be benchmarked by 2022, and the remaining commercial buildings above 10,000 square feet by 2023. The scenario assumes a 3%/year gain in energy efficiency per building benchmarked, maxing out at 35% efficiency.

STEP 2: FUEL SWITCHING

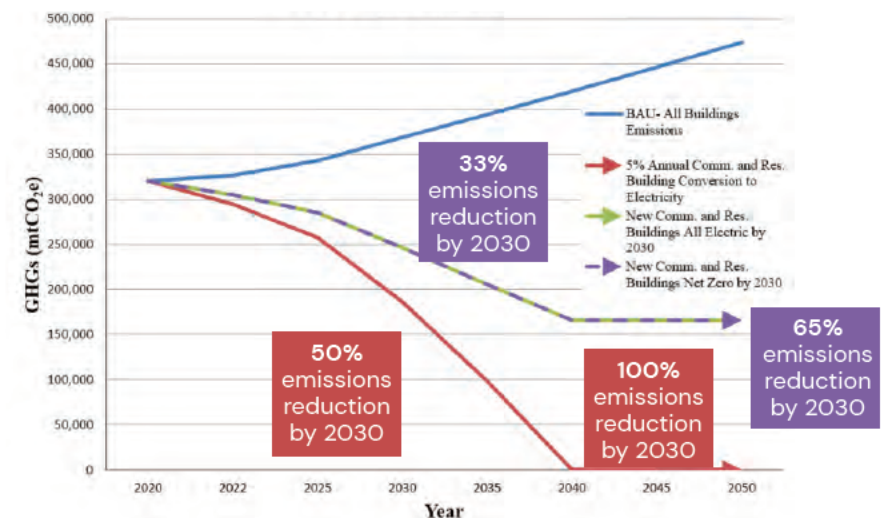
After maximizing energy efficiency in existing buildings, the next step to reducing GHG emissions from the buildings sector is replacing inefficient fuels with cleaner alternatives.

Priority actions include:

- Electrifying buildings
- Net zero or all-electric building codes for new construction

Because of long-lasting infrastructure, *"immediate steps are hence important to avoid lock-in of inefficient carbon and energy-intensive buildings."* –IPCC, 2018

Beneficial Electrification and All-Electric New Construction



Assumptions: [Red Line] Conversion of 5% of existing commercial and residential properties to electricity each year beginning in 2021. [Green/Purple Line] Data includes no new natural gas in residential and commercial buildings after 2030, and beginning in 2021 10% of all new construction is net-zero or all-electric.



TRANSPORTATION & MOBILITY



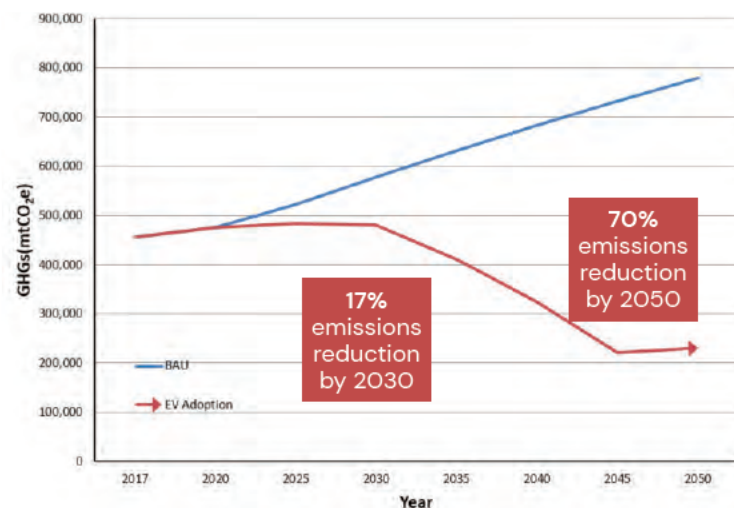
IMMEDIATE PRIORITY ACTIONS

- ★ 2% increase in electric vehicle penetration each year as a percentage of all registered vehicles in Eagle County.
- ★ Implement a behavior change campaign to reduce single-occupancy vehicle commute trips 2 days per week by encouraging local businesses to provide smart commuting incentives or establish policies to support multi-modal commuting, flexible work arrangements, and remote work.
- ★ Strive for 50% of the workforce living within 5 miles of their employment center via mixed-use communities, affordable community housing near job centers, and intercommunity multi-modal transportation options.

ADDITIONAL STRATEGIES

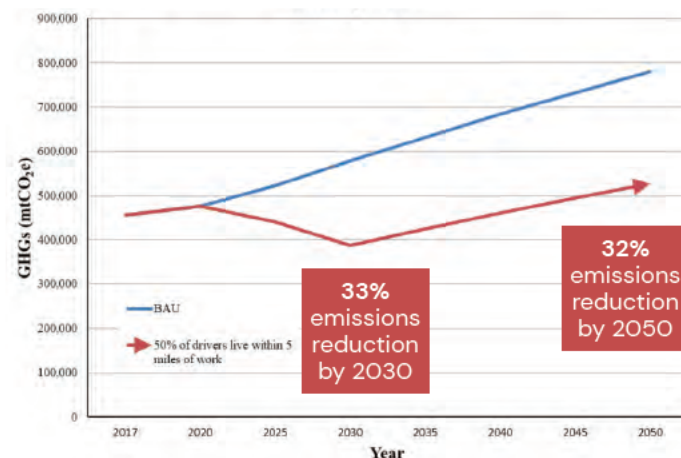
- Create a community-wide interconnected mobility system to support multi-modal transportation including park-n-rides and pedestrian and bike infrastructure to support transit ridership, complete and connected bike commuting paths and lanes, and safe and accessible sidewalks.
- Expand bus service across the county, specifically targeted at commuters.
- Pilot bike or electric bike sharing programs and determine the viability of County-wide program.
- Continue to pursue rail transit opportunities to utilize existing railroad tracks from Dotsero to Leadville.

2% EV Adoption until 2030, 5% EV Adoption until 2050



Assumptions: [Red Line] 2% increase in registered EVs in Eagle County, excluding diesel-powered cars and medium/large trucks and buses. Includes emissions from EV charging.

50% of the Working Population Lives Within 5 Miles of Work by 2030



Assumptions: [Red Line] 17.5% of people already live within 5 miles of work (2019 Census, reference Appendix A). This scenario assumes a 10% annual increase in people living within the 5 mile proximity. It excludes single-unit trucks, combination trucks, and buses in commuting mileage reduction calculations.

ENERGY SUPPLY



IMMEDIATE PRIORITY ACTIONS

- ★ Support goal of 100% renewable energy supply for the electric sector by 2030.
- ★ Analyze and develop local renewable energy resources through waste-to-energy, methane capture, and anaerobic digestion.
- ★ Consider heat waste utilization and renewable energy technology to power district scale snowmelt systems.
- ★ Reduce methane leakage through natural gas system efficiency.

ADDITIONAL STRATEGIES

- Encourage resident and business participation in various utility rate programs that encourage energy conservation during peak times.
- Explore the use of microgrids in Eagle County, where solar can be paired with storage to provide resiliency benefits for local emergency response infrastructure.
- Incentivize or promote renewable electricity use through on-site solar or renewable energy offset programs offered through local utilities, particularly when renewable electricity is paired with all-electric building systems.

PREPARING FOR A RESILIENT ENERGY FUTURE

Limiting global warming to 1.5°C requires 70–85% of the world's energy to be supplied by renewables (IPCC, 2018). Here in Colorado, we are endowed with enough wind and solar resources to "produce hundreds of times as much electricity as the state consumes each year" (energyoffice.colorado.gov).

Eagle County can build resilience by capitalizing on Colorado's resource abundance with on-site renewable energy generation.



Co-Benefits of Local Renewable Energy Generation

- Resilient energy supply via distributed energy systems and energy storage that allows for reliable power during emergencies.
- Improved health and safety (better air quality and reduction of gas leaks) by avoiding fossil fuel-based electricity generation.
- Support for ecosystem services by combining low-impact solar development with native vegetation growth.
- Economic growth provided by both direct and indirect job creation, support of local businesses, and energy cost savings.



MATERIALS MANAGEMENT



IMMEDIATE PRIORITY ACTIONS

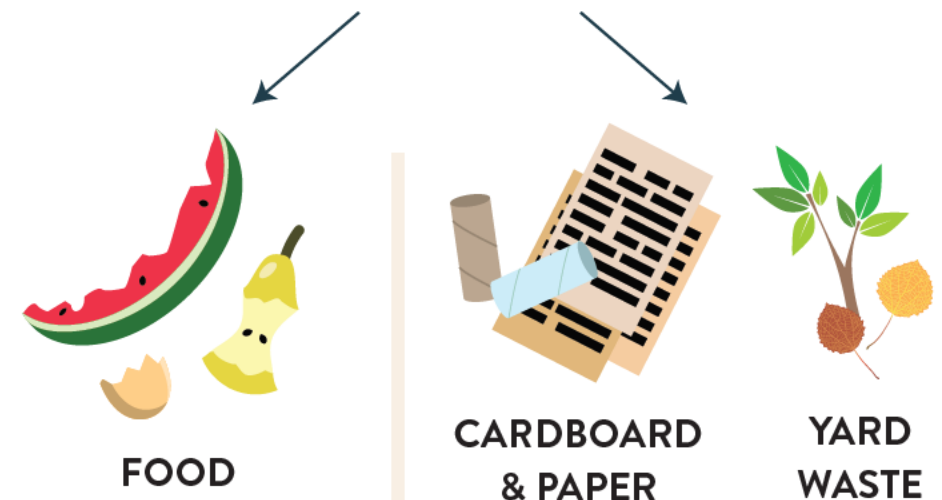
- ★ Divert 80% of organics currently landfilled by 2030.
- ★ Divert 100% of all recoverable construction and demolition (C&D) waste from the landfill by 2030 (some organic material may exist in this waste stream).
- ★ Divert yard waste from landfill by 2030 through implementation of county-wide collection sites.
- ★ Divert cardboard from the landfill.

ADDITIONAL STRATEGIES

- Establish recycling and composting programs in all schools in Eagle County.
- Transition Eagle County Materials Recovery Facility to single-stream.
- Support sustainable purchasing policies and practices and incorporate supply chain management systems for businesses and local governments.
- Implement a pay as you throw model county-wide.
- Support and incentivize recycling and composting services for multi-family buildings which often face challenges, such as high resident turnovers and contamination of recycling containers.

ORGANIC WASTE DIVERSION

Organic Waste: Waste that comes from plant- or animal-based materials. 59% of all waste generated in the Eagle County Municipal Solid Waste stream is organic waste.



DIVERSION OPTIONS

Reduce initial amounts	Reuse
Recover surplus	Recycle
Animal feed	Compost
Compost	Methane Digestion
Methane Digestion	

CARBON SEQUESTRATION

IMMEDIATE PRIORITY ACTIONS

- ★ Pilot projects on open space that use soil amendments to increase carbon sequestration.
- ★ Incorporate soil-health education to improve carbon sequestration and engage the community in stewardship.
- ★ Promote regenerative agriculture to enhance soil-health and carbon sequestration.
- ★ Determine natural climate solutions plan to protect and enhance existing carbon stocks in Eagle County.
- ★ Implement a Good Traveler carbon offset program for Eagle County Airport.

STATE OF COLORADO NEAR-TERM ACTIONS

- Develop a comprehensive natural and working lands emissions inventory.
- Protect and enhance carbon sequestration on natural and working lands.
- Expand the Advancing Colorado's Renewable Energy and Energy Efficiency (ACRE3) program.
- Increase Colorado producers' participation in national programs such as Field to Market, Soil Health Partnership, and the Ecosystems Market Consortium.

THREE COMPONENTS OF CARBON SEQUESTRATION

1

HEALTHY NATIVE ECO-SYSTEMS

Trees and grasslands are Eagle County's largest carbon capture resources. Thriving native vegetation is crucial to adequate carbon sequestration.

2

HEALTHY SOILS

Soil is a valuable carbon sink. Thoughtful use of open space, agricultural practices, and organic material can help keep carbon in the ground and our soils fertile.

3

CARBON OFFSETS

Eagle County can purchase carbon offsets to support regional and statewide carbon reduction and sequestration projects.





EDUCATION & OUTREACH

IMMEDIATE PRIORITY ACTIONS

- ★ Implement a behavior change campaign to reduce single-occupancy vehicle commute trips 2 days per week by encouraging local businesses to provide smart commuting incentives or establish policies to support multi-modal commuting, flexible work arrangements, and remote work.
- ★ Grow capacity of Collaborative partners to submit public comment in support of local policy that will help achieve our Climate Action Plan goals.
- ★ Support working groups in education and outreach efforts that are identified as critical to achievement of sector specific GHG reduction goals.

ADDITIONAL STRATEGIES

- Maintain climate messaging in the community through regular media presence, newsletters, and the CAC website.
- Promote and expand the Actively Green Business Certification program through participation in either the full certification program or the Green Business Trail Map.
- Establish a system of communication and outreach through Collaborative partners to push out county-wide climate messaging in an effective and consistent manner.

"Climate actions are more strongly related to motivational factors than to knowledge, reflecting individuals' reasons for actions, such as values, ideology and world-views. People consider various types of costs and benefits of actions and focus on consequences that have implications for the values they find most important." (IPCC 2018)



MULTI-SECTOR STRATEGY: BENEFICIAL ELECTRIFICATION

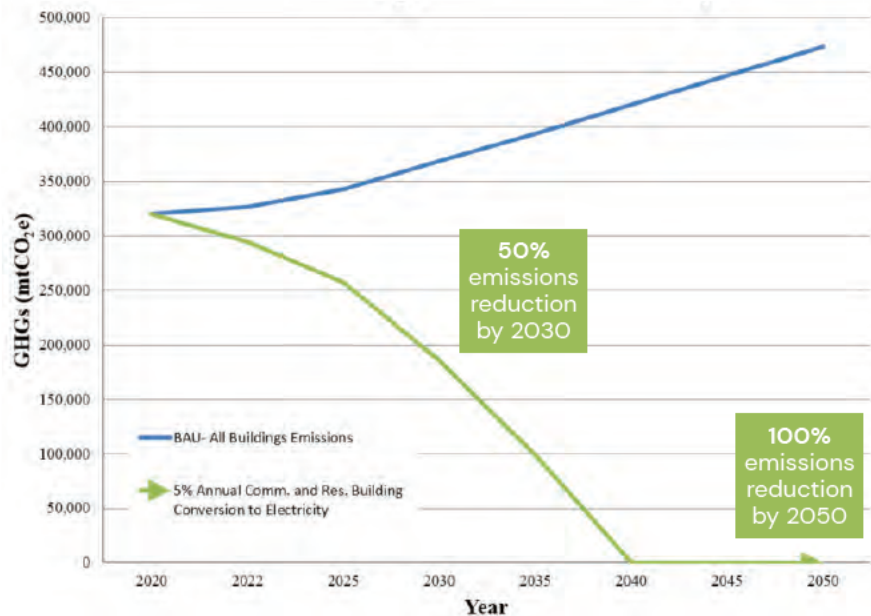
Beneficial electrification is a term that refers to the emissions and cost reductions that result from replacing fossil fuels with electricity. Electrification is beneficial if it reduces costs and emissions and helps improve electricity grid management. The term represents an effort to find a favorable balance between consumers, utilities, and the environment (NRDC 2018).

Buildings and vehicles are able to run off of electricity, but the majority continue to use fossil fuels for power. Electrification of buildings and vehicles is the quickest way to reduce carbon emissions as our electric grid rapidly transitions to 100% renewable electricity. Working together with the Energy Supply sector, beneficial electrification is a strategy that will enable fast decarbonization across two of the largest emitting sectors; buildings and transportation.



COMMERCIAL & RESIDENTIAL BUILDINGS

5% Annual Building Conversion to Electricity

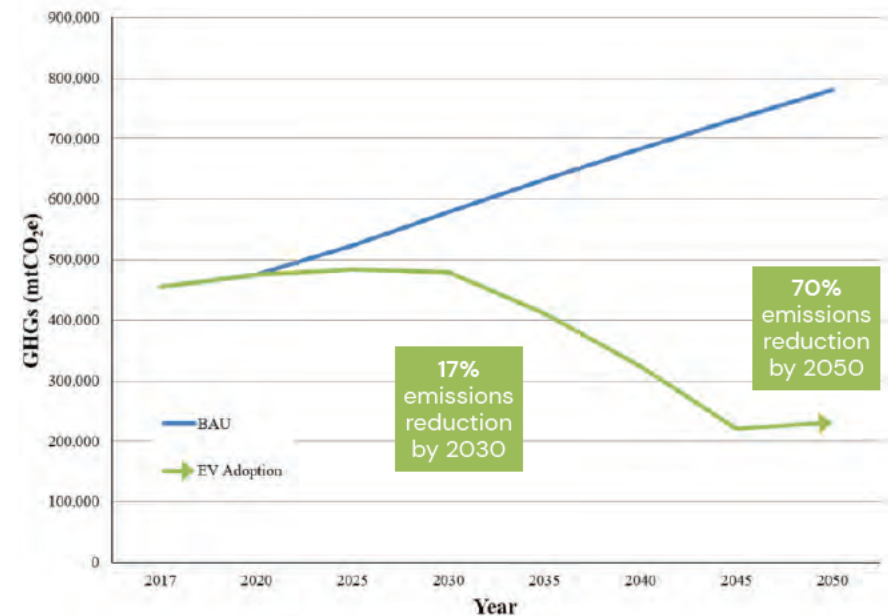


Assumptions: [Green Line] Conversion of 5% of existing commercial and residential properties to electricity each year beginning in 2021.



TRANSPORTATION

2% EV Adoption until 2030, 5% EV Adoption until 2050

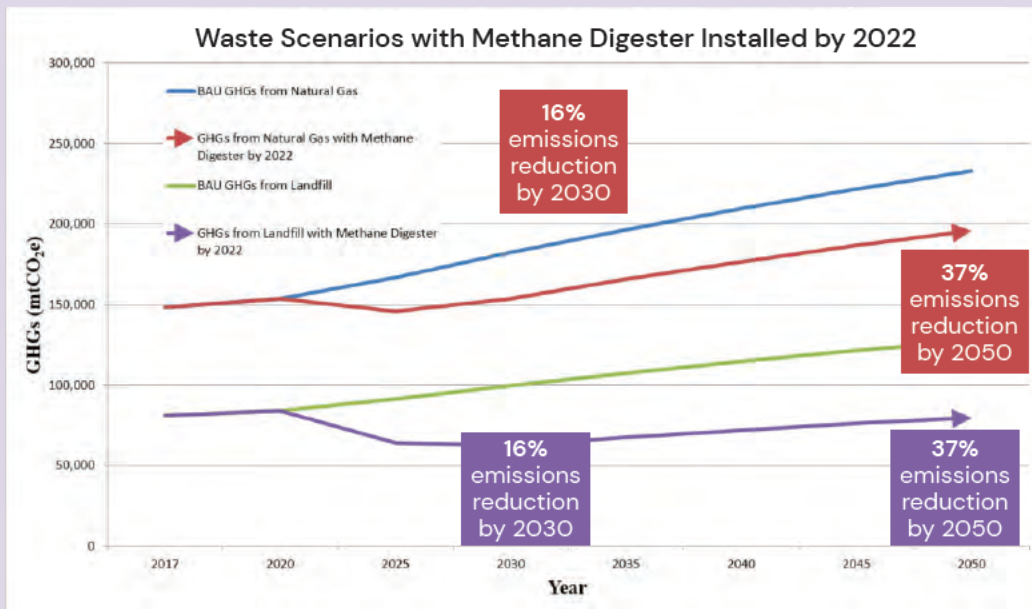


Assumptions: [Green Line] 2% increase in registered EVs on the road, excluding diesel-powered cars and medium/large trucks and buses. Includes emissions from EV charging.

MULTI-SECTOR STRATEGY: METHANE DIGESTER

Methane digesters are a means of generating renewable power through the production of renewable natural gas (RNG) from organic waste as it decomposes in an anaerobic state. The RNG produced can displace traditional natural gas use for space and water heating in buildings, particularly for those commercial buildings that are unable to electrify in a cost-effective way. Methane digesters lower methane emissions from the landfill as organic waste is diverted and it reduces the carbon emissions from buildings that use the RNG produced.

Methane Digesters represent a strategy that can reduce greenhouse gas emissions across the energy supply, buildings, and waste sectors.



Assumptions: [Blue Line] The top set of lines represent emissions levels of buildings using conventional natural gas and [Red Line] using biogas from a methane digester. [Green Line] Emissions levels of landfills and [Purple Line] emissions levels once organic waste is diverted from landfills to the anaerobic digester.

WHAT IS A METHANE DIGESTER?

Methane Digesters use microbes to break down organic matter in an oxygen-deprived environment. This process produces biogas and leftover material called digestate. Biogas is purified to create renewable natural gas, while the digestate is a solid mixture that is packed full of nutrients and can be repurposed as fertilizer. Digesters can use food, agriculture waste, manure, and wastewater treatment plant sludge as feedstock.



Resilience in the Face of a Changing Climate

Colorado's climate is changing as a result of global surface temperature increases. The health of our residents and visitors, our economic growth, critical infrastructure, and our natural resources are all already being affected by these changes and are projected to get more severe in the future. In 2020 alone, Colorado experienced three record-breaking fires and sustained a 'severe' drought status throughout the year. Climate risks for Eagle County continue to rise as the planet warms, therefore it's critical that our community achieve the greenhouse gas mitigation goals in this Plan, and begin to prepare for the climate risks posed to our community. The Eagle County Community Resilience Plan is the foundation and framework for making critical decisions that address the County's extensive range of climate change-related risks well into the future. Learn more about Eagle County's Resilience Plan

RE• SIL • IENCE

The capability to anticipate, prepare for, respond to, and recover from complex and significant multi-hazard threats with minimum damage to social well-being, the economy, and the environment.

Click the image below to learn more about Eagle County's resilience strategies.



WATER RESILIENCY

RESILIENCE PLAN ACTIONS

- Adopt and enforce requirements that improve water quality and quantity.
- Encourage the adoption of innovative indoor and outdoor water efficiency programs and strategies.
- Plan, fund, and implement wildlife habitat restoration projects, especially in riparian zones.
- Support water planning efforts that consider potential population growth in regard to Eagle County's water resource carrying capacity.

COLORADO FOREST ACTION PLAN

- Improve resiliency of critical water structure.
- Sustain or restore fundamental ecological functions for watershed health.

WILDFIRE RESILIENCY

RESILIENCE PLAN ACTIONS

- Build community equity, trust, and civic engagement.
- Ensure the health, safety, and well-being of all community residents, visitors, and workers during and after a disaster.
- Support frontline communities in preparing for and recovering from extreme weather events.

COLORADO FOREST ACTION PLAN

- Increase pace and scale of wildfire risk reduction efforts.
- Restore and maintain resilient landscapes and biodiverse ecosystems.
- Utilize fire as a forest management tool to reduce future risks (prescribed burns and managed fires).
- Improve the understanding of the role fire plays in Colorado's ecosystems, including the need for using prescribed and managed wildfire as tools.

PLANNING FOR THE FUTURE

- Conduct a Climate Impact Study with study sites in Vail, Avon, and Eagle to provide analysis of the future climate risks posed to these three regions in Eagle County.

Appendix A: Modeling for Priority Actions

The data below resulted from our 2020 greenhouse gas (GHG) modeling. The insights and GHG reduction potential gleaned from the modeling work were used by each sector team to select the priority actions in this 2020 update. Appendix A lists each of the modeled strategies that were finalized as priority actions for this report. Note a few of the priority actions have been updated by the sector teams from the assumptions that were modeled. The data below is meant to provide a high-level look at how all priority actions, taken together, will result in a 50% emission reduction from a 2014 baseline.

Priority Actions	Modeled GHG reduction by 2030 (metric tons CO ₂ e)	Assumptions for Modeling	Reference Location for Modeling within
Buildings			
Beneficial Electrification of Existing Buildings (5% per year).	183,414	Conversion of 5% of existing building stock after growth rate applied annually. 5% conversion starts in 2021. All prior natural gas usage is transitioned to HCE system. 6,373 homes already all-electric in Eagle County. 32,823 total housing units, 217 total commercial buildings.	pg. 5
For new and newly remodeled buildings, adopt "above building code" standards and incentives, and implement net zero construction requirement for new buildings by 2030. Work toward consistency across jurisdictional boundaries in Eagle County.	29,990	10% more of new building stock is Net Zero/or all-electric annually starting in 2021. (10% in 2021, 20% in 2022, etc). Ban natural gas useage or mandate net-zero for new construction by 2030. All prior natural gas use is covered by HCE territory.	pg. 5
Implement a benchmarking ordinance in Eagle County for all commercial buildings 10,000 square feet or larger.	27,599	Benchmarking for 50 largest buildings in 2022. Benchmarking for the remaining commercial buildings by 2023. Assume a 3% year over year increase in efficiency. 35% is max energy efficiency of building. No growth rate applied to top 50 buildings, but growth rate is applied to all remaining buildings over 10k sf.	pg. 5
Transportation			
2% electric vehicle penetration each year as a percentage of all registered vehicles on the road.	98,062	2% increase in registered EVs on the road, excluding diesel-powered cars and medium/large trucks and buses. 5% adoption until 2050 Just for gasoline fueled vehicles (not diesel). Vehicle stock entirely electric and diesel by 2046.	pg. 6
Implement a behavior change campaign to reduce single-occupancy vehicle commute trips by encouraging local businesses to provide incentives or establish policies to support multi-modal commuting, flexible work arrangements, and remote work at least two times per week.	72,908*	*This strategy was not modeled. Calculations were performed to determine GHG reduction potential. Assumes every working person in Eagle County does not drive their commute two times per week. 40 mile average round trip commute for Eagle County residents equals an 80 miles reduction in VMT per working person in Eagle County each week.	NA
50% of the workforce living within 5 miles of their employment center.	189,896	17.5% of people are assumed to already live within 5 miles of work. This is based on 2019 US Census data for average commute time and mode of transportation: bike, walk, car, or working remotely. 10% more people move within 5 miles of work annually 2021-2030 until remaining 32.5% of people live within 5 miles of work by 2030.	pg. 6

Appendix A (cont.): Modeling for Priority Actions

Priority Actions	Modeled GHG reduction by 2030 (metric tons CO ₂ e)	Assumptions for Modeling	Reference Location for Modeling within
Energy Supply			
Support goal of 100% renewable energy supply for the electric sector by 2030.	100% RE by 2030 is reflected in modeling results for EV adoption and Beneficial Electrification.	Baseline assumption in all modeling, specifically impactful for electric vehicle adoption and 5% conversion of buildings to all-electric each year.	pg. 11
Analyze and develop local renewable energy resources through waste-to-energy, methane capture, or digestion.	28,713*	One option for waste-to-energy systems was modeled. Methane Digester beginning in 2022. Digester can process 20% of organics in 2022, 40% in 2023, etc until all organics are digested in 2026. Assumes natural gas output will be used in commercial building applications. *Note the emission reduction potential included in this chart does not reflect the avoided landfill emissions realized from this strategy. This is to ensure no double-counting between the Materials Management organic diversion emission reduction.	pg. 12
Consider heat waste utilization and/or renewable energy technology to power district scale snowmelt systems.	Not Modeled	Displacement of all natural gas use for snowmelt in core commercial centers. This strategy was not modeled.	NA
Reduce methane leakage through natural Gas system efficiency.	Not Modeled	BHE 50% Decrease by 2035 through pipeline replacement and efficiency work. This strategy was not modeled.	NA
Materials Management			
Priority Action: 80% Organics Diverted by 2030. *Modeled Action: 100% Organics Diverted by 2030.	37,310*	10% conversion to compost annually starting 2021. Includes GHG reduction potential for diversion of yard waste and cardboard from landfill.*	NA
Priority Action: Divert 100% of all recoverable construction and demolition (C&D) waste from the landfill by 2030.* Modeled Action: 100% of Construction & Demolition waste diverted by 2022.**	39,903*	*Recoverable materials will be determined and regularly updated as needed by the Materials Management Task Force. **All recoverable construction & demolition (C&D) waste is diverted beginning in 2022. Assumes 40% of current landfill is C&D waste.	NA

TOTAL 2030 BUSINESS AS USUAL EMISSIONS: 1,100,235 MTCO₂e

TOTAL GHG REDUCTION POTENTIAL FROM PRIORITIES IDENTIFIED ABOVE: 707,795 MTCO₂e

PERCENT REDUCTION FROM 2030 BUSINESS-AS-USUAL: 64%

Appendix B: Literature Cited

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IN HONOR OF

Seth Bossung
Andy Jessen
Adam Palmer



To: Mayor and Town Council

From: Brian Lieberman, Open Space and Trails Manager

Date: May 11, 2021

Agenda Item: Resolution No. 39, Series 2021 – “A Resolution of the Town Council of the Town of Eagle, Colorado supporting the Eagle County Community Wildlife Roundtable Action Plan.”

REQUEST:

Staff requests that the Town Council review the resolution supporting the Eagle County Community Wildlife Roundtable Action Plan.

INTRODUCTION:

In February 2020, the Eagle County Community Wildlife Roundtable (“CWR”) convened a group of diverse stakeholders to understand and address issues facing wildlife populations in the County. Through a facilitated process, stakeholders and community members identified a vision, policy statement, and action plan for the group. The consensus-based vision of the CWR is that wildlife is thriving, our community embraces the value of a diverse wildlife population and takes action to protect and enhance wildlife and their habitat for future generations.

In December 2020, the CWR completed an Action Plan that details this shared vision and methods for determining recommended actions and policies by the group. The Action Plan promotes collecting scientifically based data to determine consensus-based actions and recommendations that protect wildlife and habitat in the County. Since the beginning, the CWR has attempted to incorporate land managers and local governments in this process.

After the completion of the Action Plan, the CWR presented the document and strategies to the Board of County Commissioners (“BoCC”) for feedback and their consideration for adoption. The BoCC was supportive of the plan and recommended that the CWR receive feedback from all municipalities in the County as a next step.

The intent of the Action Plan is to provide a framework for collecting data and community feedback that could be presented to decision-makers in the County to use for resource and development planning. All data and recommendations are vetted through four committees comprised of experienced representatives in an array of fields including natural resource management, land use planning, and recreation.

ANALYSIS:

The CWR continues to debate the extent that it should be involved and/or advocate for specific policy platforms and management decisions in Eagle County. The group intended to build broad consensus for wildlife management policies and decisions. However, like other recently formed coalitions comprised of a diverse membership, determining the best method for proposing policy decisions has proven to be a challenge. The group is intent on continuing this conversation and establishing the best method to advocate for wildlife while maintaining broad consensus and membership at the table. At this point, the CWR is dedicated to sustaining the broad base of membership and focusing on providing scientifically based data as a resource for decision-makers as they consider impacts to wildlife.

Supporting the CWR indicates that the Town of Eagle endorses the overall mission of protecting wildlife and wildlife habitat in Eagle County. As the proposed resolution does not bind the Town to any specific action or policy, it is a formality at this point to indicate we are supportive of the overall effort of the group and want to continue to be involved as the group matures.

COMMUNITY INPUT:

The CWR has been a community-driven effort with significant participation from at large citizens in the County. The OSRAC has discussed the Action Plan and recommended that the CWR present to Council to learn more about the process.

BUDGET / STAFF IMPACT:

Time for one staff member to continue sitting on the committee.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

Action item #3.18 and most of the items in Section #4 in the Elevate Eagle Comprehensive Plan identify the need for additional data and planning to protect wildlife habitat and natural resources in the Town of Eagle and the surrounding area. Our community continues to support the protection of our natural areas to ensure wildlife is thriving in the Brush Creek Valley. The CWR will provide data and scientifically supported strategies that would be available to the Town to assist with recreation and development planning. Specifically, they could provide regional information and data that will help inform land management locally in Eagle.

RECOMMENDED ACTION OR PROPOSED MOTION:

Recommended action is a motion to **APPROVE** or **DENY** Resolution No. 39 Series of 2021 - A resolution by the Town Council of the Town of Eagle, Colorado supporting the Eagle County Community Wildlife Roundtable Action Plan.

ATTACHMENTS:

1. TOE_Eagle CO CWR Presentation 5.3.21
2. Eagle County Community Wildlife Roundtable Action Plan_Dec 2020 Draft
3. 39 CWR Resolution_5.6.21



The Eagle County Community Wildlife Roundtable

Town of Eagle Town Council
May 11, 2021

Eagle County Community Wildlife Roundtable

The purpose of the Eagle County Community Wildlife Roundtable is to gather a group of diverse stakeholders in the valley to understand and address issues facing wildlife populations. Together we will identify a shared vision and realistic actions to protect regional wildlife, while also ensuring that these actions are supported by the community as a whole. We want to leverage diverse values, creativity, and resources to move toward positive action and enduring solutions to the complex wildlife issues in Eagle County.

The vision of the Eagle County Community Wildlife Roundtable is that wildlife is thriving, our community embraces the value of a diverse wildlife population and takes action to protect and enhance wildlife and their habitat for future generations.



Photo by Rick Spitzer

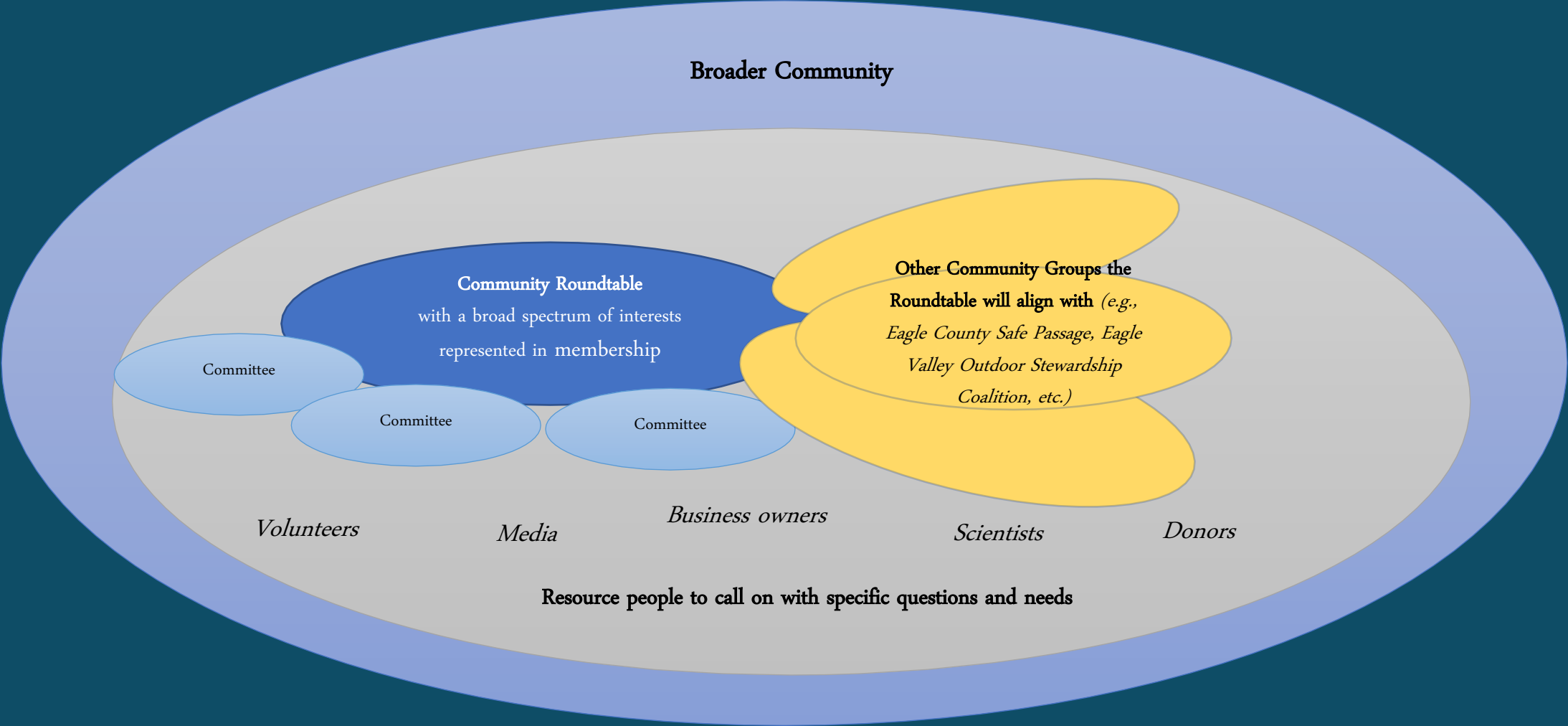
Eagle County Community Wildlife Roundtable

Policy Statement on Priority and Focus: The Eagle County Community Wildlife Roundtable focuses on achieving and maintaining healthy populations of terrestrial and avian wildlife species, protecting wildlife from habitat fragmentation and other impacts, and enhancing important habitats such as breeding and reproduction areas, movement corridors, seasonal feeding areas, and riparian wetland areas. We also emphasize conservation, coexistence, and wildlife policies that steward, enhance and protect wildlife populations in ways that are scientifically sound and supported by the community as a whole.



Photo by Rick Spitzer

Structure of the Eagle County Community Wildlife Roundtable



Roundtable Facilitator: National Forest Foundation

The National Forest Foundation is the leading organization inspiring personal and meaningful connections to our National Forests, the centerpiece of America's public lands.

Working on behalf of the American public, the NFF leads forest conservation efforts and promotes responsible recreation. We believe these lands, and all that they offer, are an American treasure and are vital to the health of our communities.



Wildlife Roundtable Committees

- Land Use Planning Committee
- Education/Outreach and Human/Wildlife Management Committee
- Habitat Management Committee
- Recreation Committee



Town of Eagle and the Wildlife Roundtable

- Elevate Eagle Comprehensive Plan
 - Action Item #3.18
 - Most of Action Items in #4
- Eagle residents continually support measures to protect wildlife and wildlife habitat in the Eagle area.
- Scientifically based strategies to decrease impacts on local wildlife from development and recreation.



Next Steps

- **OUR ASK**: Consider supporting the Eagle County Wildlife Roundtable action plan.
- Presenting to all municipalities in Eagle County
- Return to Eagle County Board of County Commissioners

Implement the Action Plan!



Thank you!

Questions??

Eagle County Community Wildlife Roundtable

Action Plan

Draft for Review - December 2020

I. Purpose of this Plan

The Action Plan will identify a shared vision and recommendations for action that the Eagle County Community Wildlife Roundtable (Roundtable) has agreed upon through a consensus-based process. The Roundtable hopes to use this Plan to rally the community around priority issues that will support wildlife in our area. The Roundtable intends to leverage diverse values, creativity, and resources to move toward positive action and long-term solutions for wildlife populations and communities in Eagle County.

The purpose of this plan is to:

1. Articulate a collaborative vision for priority projects that the regional community, as represented by the Roundtable, hopes to achieve.
2. Prioritize and focus efforts in partnership with the White River National Forest, Colorado Parks and Wildlife, Bureau of Land Management, and local government entities.
3. Provide a critical path/action plan to advance and implement priority projects and initiatives.
4. Provide clear communication to partners and stakeholders, and potential funders regarding the Roundtable, our goals, and priorities.
5. Serve as a strategic document to leverage funds and resources.

II. Community Wildlife Roundtable: Who We Are

The purpose of the Eagle County Community Wildlife Roundtable is to gather a group of diverse stakeholders in the valley to understand and address issues facing wildlife populations. Together we will identify a shared vision and realistic actions to protect regional wildlife, while also ensuring that these actions are supported by the community as a whole. We want to leverage diverse values, creativity, and resources to move toward positive action and enduring solutions to the complex wildlife issues in Eagle County.

The objectives of the Roundtable are to address and form consensus around key issues such as:

- I. A broad assessment of current habitat conditions and improvement efforts;
- II. A collective vision for Eagle County with respect to wildlife and this process;
- III. Public engagement and communication to support the collective vision;
- IV. Species, ecosystems, and communities to focus on for the project;
- V. Threats to identified species;
- VI. Aspects of wildlife management that can be improved;
- VII. Data gaps or research needs that would help inform recommendations;
- VIII. Actionable recommendations and implementation where possible; and
- IX. Identification of resources necessary to implement next steps.

III. The Community Wildlife Roundtable's Vision

The vision of the Eagle County Community Wildlife Roundtable is that wildlife is thriving, our community embraces the value of a diverse wildlife population and takes action to protect and enhance wildlife and their habitat for future generations.

IV. Policy Statement on Priority and Focus

The Eagle County Community Wildlife Roundtable focuses on achieving and maintaining healthy populations of terrestrial and avian wildlife species, protecting wildlife from habitat fragmentation and other impacts, and enhancing important habitats such as breeding and reproduction areas, movement corridors, seasonal feeding areas, and riparian wetland areas. We also emphasize conservation, coexistence, and wildlife

policies that steward, enhance and protect wildlife populations in ways that are scientifically sound and supported by the community as a whole.

V. Opportunities for Synergy with Other Community Efforts

Eagle County Safe Passages Plan

The goal of Eagle County Safe Passages is to create a common vision that identifies and prioritizes important wildlife movement areas and highway crossing zones in Eagle County. The Community Wildlife Roundtable aims to incorporate and reference the Safe Passages Plan into its ongoing work, projects, and community outreach efforts.

Eagle Valley Outdoor Stewardship Coalition

The Eagle Valley Outdoor Stewardship Coalition formed in 2019 as a way to facilitate communication between land and trail managers and outdoor recreation organizations. The purpose of the coalition is to build relationships and partnerships for efficient management of public lands and outdoor recreation. Many members of the Coalition are also members of the Community Wildlife Roundtable and its Recreation Committee. The Roundtable envisions ongoing coordination and synergy between the Coalition and the Roundtable.

Wildlife Trail Ambassador Program

The Vail Valley Mountain Trails Alliance and its Adopt A Trail program launched the Wildlife Trail Ambassador program in 2018. In partnership with the White River National Forest, the Trail Ambassadors help enforce seasonal trail closures and educate visitors. The Community Wildlife Roundtable supports this program and is exploring new policies to build on the program's success.

Vail Sustainable Destination Certification

Town of Vail partnered with Vail Resorts, White River National Forest, and Walking Mountains Science Center to become the first certified sustainable destination in the US certified by a Global Sustainable Tourism Council-Accredited certifying body. Under the "Mountain IDEAL" standard Vail must maintain progress on over 50 criteria including: environmental stewardship (including wildlife habitat protection and biodiversity conservation), climate change adaptation, greenhouse gas reductions, cultural heritage protection, public health, community housing, sustainability education, and more.

Eagle County Community Resilience Plan

The Eagle County Community Resilience Plan is the foundation and framework for County Staff, the County's organizational partners, and a diverse community of stakeholders to make critical decisions that address the County's extensive range of climate change related risks well into the future. Since the start of 2019, the County has undergone a rigorous planning process to understand, define, and develop strategies that address the risks of climate change. This planning process has been propelled by County staff and a technical advisory group composed of experts and representatives in diverse sectors from across the County and is intended to complement the work of the [Eagle County Climate Action Plan \(2016\)](#). Through two technical workshops, multiple surveys, and extensive research, a resilience strategy framework has been developed to support the integration of adaptation and resilience priorities into the County's General Plan and directly informs the capital project budgeting process, ensuring that critical climate adaptation projects be funded in the near term.

VI. Process Overview

The Roundtable, established in February 2020, met on a monthly basis throughout the year to establish its priority initiatives and develop its Action Plan. Approximately 20-30 Roundtable members worked together as a full collaborative group and via six ongoing committees and several other ad-hoc committees to brainstorm, find consensus around, and begin operationalizing priority initiatives. More specifically, the Roundtable followed the Mutual Gains Approach, a negotiation framework, to reach consensus on priority initiatives and finalize the Action Plan:

- **Preparation:** The Roundtable prepared for the action planning process by assembling its stakeholders and committees, and by building an understanding of the current state of wildlife management efforts, wildlife-related policies, and wildlife habitat distribution in Eagle County.
- **Value Creation:** The Roundtable brainstormed and identified opportunities for new priority initiatives by hosting presentations, engaging in discussions, and working together as committees. Through this process, the committees each developed two to four priority initiatives which were then floated as options or packages to the full Roundtable to discover additional ideas and gain feedback.
- **Value Distribution:** In the fall of 2020, the Roundtable began to hone in on priority initiatives in committees and through drafting letters of support for related

policies affecting Eagle County. Using a set of agreed upon criteria, the Roundtable developed consensus around each priority initiative as a full Roundtable. To achieve its goal of being dynamic and responsive, the Roundtable believes the priority initiatives will evolve over time.

- **Follow Through:** As part of the action planning process, the Roundtable discussed tradeoffs involved in each priority initiative. With the goal of making each initiative operational, the Roundtable also developed specific next steps, and in some cases, began implementing the initiative before the end of the year.

It's very important to the Roundtable that the priority initiatives remain dynamic and flexible over time, and that the Roundtable continues to influence policy in a timely and relevant manner. As a result, the Roundtable emphasizes that the priority initiatives described in this Action Plan are only the initial set of priorities. The Roundtable and Committees expect these initiatives to evolve over time. The Roundtable strives to be a resource, tool, and trusted local body working in support of wildlife, agencies responsible for managing wildlife, and local government entities.

VII. Overview of Priority Initiatives

Below we describe each Priority Initiative formed by the committees. For each Priority Initiative, the Roundtable has outlined the following specifics: goal/outcomes, anticipated barriers, potential tradeoffs, lead person/entity, action steps & dates/milestones, potential funding sources, and roles of key partners. These Priority Initiatives, in conjunction with their specific areas listed above, comprise the Roundtable Action Plan.

VIII. Priority Initiatives

Overall Action Plan Timeline:

September and October 2020 - Action Plan drafted, priority initiatives are approved by Roundtable members; draft is prepared for sharing following the October meeting
November 2020 - Roundtable members share Action Plan with partners, boards, and leadership for discussion, feedback, and final changes
January 2021 - Action Plan finalized during January meeting

Priority Initiatives

Committee: Education/Outreach and Human/Wildlife Management

Committee Description: The Education/Outreach and Human/Wildlife Management Committee will engage the public in Eagle County wildlife issues through education and outreach. The committee's outreach will be related to wildlife biology and management and the Roundtable's efforts and other initiatives in Eagle County. The committee will also help decision-makers, including Colorado Parks and Wildlife (CPW), mitigate human/wildlife conflict through education and outreach, and serve as a voice for all wildlife.

Education/Outreach and Human-Wildlife Management - Priority Initiative 1: Develop a seasonal calendar of wildlife initiatives and publish educational, objective content to help the community understand wildlife.

Goal/Outcomes: Create a community resource for easily accessible information about wildlife, responsible recreation, and human/wildlife conflict that is objective and educational. The calendar would also serve as a pool of educational topics for each season, as a means of engaging and educating the public.

Anticipated barriers: Deciding when/how to narrow topics for the best communication will be challenging. To address this problem, the Roundtable will create a "database" of potential topics, which can then be chosen at will for specific seasons, posting locations, and audiences.

Potential trade-offs: *We anticipate that we will better understand the tradeoffs as conversations move forward.*

Action Steps & Dates/Milestones: Outreach publications will be based around several key topics from the calendar each season. Full Roundtable approves a seasonal list of objective, educational topics for publication and provides any needed sideboards. Ex: Bear hyperphagia in fall (written, approved by Roundtable, published in Vail Daily September)

Roles of Key Partners: One entity will need to be responsible for housing and maintaining the calendar. Walking Mountains Science Center will host until the Roundtable develops its own website.

Education/Outreach and Human-Wildlife Management - Priority Initiative 2: Create a brand identity/communications strategy for the Roundtable

Goal/Outcomes: Establish visibility for the Roundtable as a well regarded and well-known, balanced, collaborative entity in Eagle County. The group is respected and its published content is highly regarded. Logo, news publications,

and Roundtable website will aid in this effort. The committee will also help to share data and results related to wildlife. Publications are objective and educational, and raise awareness of wildlife issues among the public.

Anticipated barriers: The committee has made progress in establishing the Roundtable, but the committee acknowledges it is difficult to establish a new group within a community, and therefore this may take some time. The committee welcomes feedback on improvement.

Potential trade-offs: *We anticipate that we will better understand the tradeoffs as conversations move forward.*

Action Steps & Dates/Milestones: Publishing outreach articles based on Wildlife Calendar topics to the Vail Daily or other publications. Articles have been published monthly in the Vail Daily, a Roundtable logo and domain name have also been developed.

Roles of Key Partners: Roundtable partner organizations can aid in publicizing the Roundtable through their own media platforms.

Education/Outreach and Human-Wildlife Management - Priority Initiative 3: Assist CPW, BLM, and Forest Service with their current education efforts

Goal/Outcomes: The Roundtable becomes a valuable resource for management agencies and can lighten the education/outreach lift for these entities AND/OR enhance the education/outreach. The Roundtable engages in collaborative learning to stay current on wildlife science, policy, project implementation, and other topics and potentially develops a prioritized list of internal and external learning needs with a calendar for annual speakers/presentations, potentially in partnership with the Town of Vail's annual wildlife forum.

Anticipated barriers: Coordinating with each agency could be complicated. The committee may need to "divide and conquer" with each agency, creating a representative Roundtable member to communicate with each agency.

Potential trade-offs: Work could overlap with the agencies' if communication was not efficient. *We anticipate that we will better understand the tradeoffs as conversations move forward.*

Action Steps & Dates/Milestones: TBD

Roles of Key Partners: Partners will need to communicate effectively and in a timely fashion to ensure relevant outreach strategies. Agency staff on the

Roundtable will serve as essential communication between the Roundtable and the agencies.

Committee: Habitat Management

Committee Description: The Habitat Management Committee aims to assess, understand, identify, and improve wildlife habitat in the valley to ensure long term sustainability of wildlife populations. The committee will do this through enhancing habitat connectivity, improvements, and preservation, while being aware of plans or initiatives occurring on habitat areas.

Habitat Management Committee - Priority Initiative 1:

Gather information on existing habitat management projects, wildlife habitat requirements, recreational infrastructure/trails, and proposed development

Goal/Outcomes: Create a database (Google sheets) of all habitat management projects and agreements that are happening in/around Eagle County. Additionally, data will be collected on wildlife habitat required to sustain populations, existing trails, and the proposed development. Past project agreements and memorandums of understanding in the Eagle Valley since 1980 will also be included in order to lay the foundation and ensure social memory and commitments are not lost (link agreements and management plan to the map). Collecting the information is the first step to assessing possibilities for future habitat projects and mapping efforts.

Anticipated barriers: Many projects exist, and this is a heavy lift for agency staff who have access to the projects. Non-agency Roundtable members are not able to assist with this easily.

Potential trade-offs: *We anticipate that we will better understand the tradeoffs as conversations move forward.*

Action Steps & Dates/Milestones: Database is created and being populated. The database will be finished by the end of October.

Roles of Key Partners: Agency staff on the Roundtable are responsible for adding habitat management projects to the database

Habitat Management Committee - Priority Initiative 2:

Review existing habitat management projects and identify new opportunities (in conjunction with the map)

Goal/Outcomes: Systematic analysis of existing habitat management projects overlaid with habitat requirements, existing trails and the proposed

development will allow for the best decisions on potential habitat projects and also expose adjacent projects, opening up possibilities for communication and/or collaboration. This analysis will be done in conjunction with the map led by Eagle County.

Anticipated barriers: Agencies have a lot of projects and data. Sifting through existing projects could be an extensive project and likely needs to be done by a designated individual(s). Map: needs to be a funded project.

Potential trade-offs: *We anticipate that we will better understand the tradeoffs as conversations move forward.*

Action Steps & Dates/Milestones: The first draft of the map is finished in mid-October.

Roles of Key Partners: Eagle County GIS professionals will create the county-wide map. The county will hold and be responsible for the maintenance and publication of the map.

Habitat Management Committee - Priority Initiative 3:

Identify priority areas we should focus on protecting versus areas that are appropriate for development and recreation (after the habitat management project database and map are completed)

Goal/Outcomes: Most efficiently protecting habitat while maximizing investment per habitat improvement project. May also foster land “trades” with development/recreation. Use scientific biodiversity assessment to inform habitat priority areas, knowledge and/or support Roundtable’s recommendations (in partnership with existing entities).

Anticipated barriers: May require environmental or habitat assessments that require funding.

Potential trade-offs: *We anticipate that we will better understand the tradeoffs as conversations move forward.*

Action Steps & Dates/Milestones: The habitat project database is created and being populated. Map development is underway in mid-October.

Roles of Key Partners: Agencies and County will have to collaborate on sharing information and identifying habitat areas and potential development areas.

Committee: Land Use Planning

Committee description: The Land Use Planning Committee aims to encourage conscientious land use decisions that minimize negative impacts to wildlife habitat in the valley through cooperative and creative problem solving. The committee intends to engage with decision makers on land use and development, and to be a voice for wildlife in land use planning.

Land Use Planning Committee - Priority Initiative 1:

Assess community values for wildlife and land use development via a survey of Eagle County citizens

Goal/Outcomes: Have actual data on how the community values wildlife and habitat. This can be used to support any initiatives or comments that the Roundtable produces, and adds credibility to the Roundtable. The survey results may also be helpful to Eagle County.

Anticipated barriers: While it may be expensive to fund a professional survey, there is value in having a statistically valid survey to refer to. Must ensure that the survey is capturing the representative population of Eagle County.

Potential trade-offs: The Roundtable could run an informal survey for free, but this would have less credibility and less of an effect on decision-makers. *We anticipate that we will better understand the tradeoffs as conversations move forward.*

Action Steps & Dates/Milestones: Eagle County is offering to host 3-4 questions about wildlife values in the Eagle County Community Survey in 2020. This will inform questions for a larger, independent survey that the Roundtable can produce in 2021.

Roles of Key Partners: TBD

Land Use Planning Committee - Priority Initiative 2:

Inform land use regulations and planning to be consistent with the goals of wildlife interests and management

Goal/Outcomes: Roundtable has a role of informing land-use decisions as a resource and sounding board for decision-makers and can be the “voice for wildlife,” ensuring better land-use decisions for wildlife. Pursue the Roundtable’s role as a referral entity at the County and local jurisdiction levels.

Anticipated barriers: Must act quickly when there are opportunities to comment on land use regulations/planning changes. The roundtable must be an

established and credible group before it could be a partner on land use decisions.

Potential trade-offs: Comments on land use regulations and planning might not be accepted. *We anticipate that we will better understand the tradeoffs as conversations move forward.*

Action Steps & Dates/Milestones: Planned commenting on the Eagle County Land Use Rewrite happening Sept 2020 - Jan 2022. The roundtable will be active in the public commenting periods, especially during Modules 2 and 3. The Roundtable will develop an internal process to make referral responses. Develop process guides for decision makers and stakeholders to develop mitigation plans to minimize impacts on wildlife.

Roles of Key Partners: County staff members and TAC members will serve as critical communication between the Roundtable and the ECLUR.

Committee: Recreation

Committee Description: The Recreation Committee's goal is to develop best practices for balancing recreation with wildlife habitat protection. The committee will achieve this by focusing on where and how citizens are recreating, education initiatives, and focusing on both consumptive and non-consumptive recreation.

Recreation Committee - Priority Initiative 1:

In coordination with the Habitat Management and Land Use Committees, develop an Eagle County-wide, interactive map displaying wildlife habitat, recreational infrastructure, and land use development.

Goal/Outcomes: Use the map to inform ongoing and future habitat management, recreation, and land use development efforts. Create a useful tool for local government, state, and federal agencies, as well as nonprofit partners, to use as they identify and prioritize projects.

Anticipated barriers: Anticipated barriers include collecting available data, creating a map that's easy to use and navigate without being overly "busy" and cumbersome, and continuing to update the map over time as land use, recreation, and wildlife habitat changes.

Potential trade-offs: *We anticipate that we will better understand the tradeoffs as conversations move forward.*

Action Steps & Dates/Milestones: Recreation Committee is currently collecting and organizing data and sources. The initial draft of the map to be completed by (December 2020?). Mapping is underway in mid-October.

Roles of Key Partners: County GIS professionals will create the county-wide map. The county will hold and be responsible for the maintenance and publication of the map. The Recreation, Land Use, and Habitat Management Committees are helping to collect and organize data.

Recreation Committee - Priority Initiative 2:

Develop a multi-agency Memorandum of Understanding (MOU) or other agreement to increase coordination related to enforcement of wildlife violations.

Goal/Outcomes: With limited agency staffing, the Committee believes that an innovative multi-agency agreement could help increase the capacity to effectively enforce wildlife closures and other violations. Coordinated or co-enforcement would aid in wildlife management, and the public's ability to assist the agencies. Currently, the system is divided by jurisdictions and can be time-consuming and difficult for the agencies to manage and for the public to understand. Our vision is to create a scenario where, for example, a CPW manager could cite a violation occurring on National Forest System lands, or a BLM manager could better assist someone calling to report something occurring on CPW lands.

Anticipated barriers: The envisioned agreement would be innovative and unique, so there isn't necessarily a playbook to follow. The agreement would also require intensive coordination between agencies and agency leadership to establish. This is envisioned as a long-term policy effort because of the steps needed to make it happen.

Potential trade-offs: While the MOU should have significant agency and public support, we have learned from previous examples that MOUs need to be flexible, adaptive, and have significant buy-in to remain relevant over time. The flexibility and adaptability could be viewed as a tradeoff for establishing more certainty/predictability up front.

Action Steps & Dates/Milestones: Recreation Committee members are engaged in conversations in September 2020. Based on the outcomes of these conversations, the Committee has proposed to convene a meeting with local law enforcement personnel and agencies to (1) better understand how wildlife-related enforcement currently works across all agencies by creating a flowchart and (2) discussing what each agency would need and what each agency would be able to provide in order to increase coordination.

Recreation Committee - Priority Initiative 3:

Develop an innovative funding mechanism to support wildlife conservation, habitat enhancement and recreation in Eagle County

Goal/Outcomes: Federal and state budgets to support wildlife conservation, habitat enhancement and recreation are limited. At the same time, the need to protect and preserve wildlife and habitat is greater than ever. At the same time, recreation-related use and visitation is at an alltime high, which impacts recreation infrastructure and outdoor experiences across public and conserved lands. Our goal through this priority initiative is to develop an innovative funding mechanism to support these needs, either through a local ballot measure, local tax or fee structure, or other new program in Eagle County.

Anticipated barriers: Anticipated barriers include building broad-based support from diverse stakeholders and the public in Eagle County for any new fee structure. This approach has been discussed at the state level, and we hope that a County-level scale might aid in overcoming barriers. As with any new funding program, determining the details - who collects funds, how they are invested, and where - will also take collaborative, creative work.

Potential trade-offs: To develop this type of program, the Roundtable and Community would have to determine that wildlife conservation, habitat enhancement, and recreation projects are worthy of prioritizing and funding. This could mean deprioritizing or investing less in other community priorities.

Action Steps & Dates/Milestones: Recreation Committee members are engaged in conversations in September 2020. Based on the outcomes of these conversations, the Committee has proposed to convene a meeting with local law enforcement personnel and agencies to (1) better understand how wildlife-related enforcement currently works across all agencies by creating a flowchart and (2) discussing what each agency would need and what each agency would be able to provide in order to increase coordination.

Roles of Key Partners: TBD

Appendix A. Community Wildlife Roundtable Stakeholders

Interest	First Name	Last Name	Affiliation
Local Government - Town of Vail	Kristen	Bertuglia	Town of Vail
Local Government - Town of Avon	Charise	Bishop	Town of Avon
Land & Wildlife Management - Federal	Hilary	Boyd	Bureau of Land Management
Philanthropy	Tom	Boyd	Vail Valley Foundation
Ski Resorts	Fritz	Bratschie	Vail Resorts
Land & Wildlife Management - State	Darren	Chacon	Colorado Parks and Wildlife
Land & Wildlife Management - State	Devin	Duval	Colorado Parks and Wildlife
Citizen at Large	Anne	Esson	Shared seat with Blondie Vucich
Agriculture	Chris	Estes	Soil Conservation District/Gypsum
Business/Land Development	Eric	Eves	Red Mountain Development Group
Agriculture/Landowner	Chris	Fedrizzi	Eagle Valley Land Trust Board of Directors
Education/Sustainability	Markian	Feduschak	Walking Mountains Science Center
Land & Wildlife Management - Federal	Scott	Fitzwilliams	USDA Forest Service, White River NF

Land Trust	Jessica	Foulis	Eagle Valley Land Trust
Landowner	Loyd	Gerard	
Land & Wildlife Management - Federal	Marcia	Gilles	USDA Forest Service, White River NF
Land & Wildlife Management - Federal	Natasha	Goedert	White River National Forest
Local Government - Town of Avon	Eric	Heil	Town of Avon
Local Government - Eagle County	Katherine	King	Eagle County Open Space
Local Government - Town of Vail	Kim	Langmaid	Town of Vail
Transportation	Cinnamon	Levi-Flinn	Colorado Department of Transportation
Watershed Health	Holly	Loff	Eagle River Watershed Council
Sportsmen and Women / Wildlife	Ray	Long	Rocky Mountain Elk Foundation
Agriculture	Pat	Luark	Ranch owner, Burns
Land & Wildlife Management - State	Julie	Mao	Colorado Parks and Wildlife
Citizen at Large	Jacci	McKenna	Shared seat with Rick Spitzer
Local Government - Town of Minturn	Michelle	Metteer	Town of Minturn
Recreation / Equestrians	Kathryn	Middleton	Mountain Valley Horse Rescue

Local Government - Eagle County	Maureen	Mulcahy	Eagle County
Anglers / Aquatics	Nick	Noesen	Trout Unlimited
Recreation	Joe	O'Malley	Rocky Mountain Sports Riders
Local Government - Eagle County	Adam	Palmer	Eagle County
Local Government - Town of Avon	Matt	Pielsticker	Town of Avon

Appendix B. Committee Members

Education/Outreach and Human/Wildlife Management Committee

- Devin Duval
- Anne Esson
- Markian Feduschak
- Jacci McKenna
- Kathryn Middleton
- Ernest Seager
- Rick Spitzer
- Peter Suneson
- Jen Prusse
- Tom Boyd

Land Use Planning Committee

- Devin Duval
- Jessica Foulis
- Cinnamon Levi-Flinn
- Maureen Mulcahy
- Rick Pylman
- Kristen Bertuglia
- Kim Langmaid

Recreation Committee

- Devin Duval

- Marcia Gilles
- Ernest Seager
- Peter Suneson
- Katherin King

Habitat Management Committee

- Kristen Bertuglia
- Devin Duval
- Kim Langmaid
- Cinnamon Levi-Flinn
- Jacci McKenna
- Maureen Mulcahy
- Adam Palmer
- Will Roush
- Ernest Seager
- Hilary Boyd
- Jen Prusse

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 39
(SERIES OF 2021)

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO SUPPORTING THE EAGLE
COUNTY COMMUNITY WILDLIFE ROUNDTABLE ACTION PLAN.

WHEREAS, the Eagle County Community Wildlife Roundtable (“CWR”) convened diverse stakeholders in February 2020 to develop a plan to ensure that wildlife is thriving, that our community embraces the value of diverse wildlife populations, and to take action to protect and enhance wildlife and their habitat for future generations.

WHEREAS, in December 2020, the CWR produced a Draft Action Plan (“Plan”) outlining the shared vision and recommendations for consensus-based actions by the CWR, vetted by stakeholders and residents in Eagle County.

WHEREAS, the Board of Eagle County Commissioners were supportive of the plan when it was presented to them in January 2021, but recommended that the CWR seek support and comments from all municipalities within the County.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO AS FOLLOWS:

Section 1. The Town Council hereby supports the Plan and the goal of the CWR to establish consensus-based and scientifically grounded recommendations that protect wildlife habitat, support the vision that wildlife is thriving, and a desire that the community embraces the value of diverse wildlife populations.

Section 2. The Town Council will delegate a representative from the Town of Eagle to sit on the CWR and provide comments for the future direction of the CWR.

Section 3. The Town Council supports the CWR’s effort to collect scientific data, especially where data gaps exist, establish a publicly available collection of wildlife data, and continue a dialogue focused on how the CWR could use this data to promote consensus-based recommendations that improve wildlife habitat in Eagle County.

INTRODUCED, READ, PASSED AND ADOPTED ON _____, 2021.

TOWN OF EAGLE, COLORADO

Scott Turnipseed, Mayor

ATTEST:

Jenny Rakow, Town Clerk



To: Mayor and Town Council

From: Jill Kane, Finance Director

Date: May 11, 2021

Agenda Item: Employee Home Ownership Program Amendments

REQUEST: Staff is requesting the Council review the proposed amendments to the Employee Home Ownership Program (EHOP) for approval.

INTRODUCTION: The Town currently has \$159,214 invested in the EHOP program with \$136,805 available for funding additional loans. Currently there are two loans outstanding totaling \$22,409. Based on the current guidelines, staff believes the program is being underutilized and is not benefiting staff as intended. Staff would like to see the program encourage employees to live in a closer proximity to Eagle and be more impactful to employees who do utilize the program.

ANALYSIS: The Town has flexibility in designing an Employee Home Ownership Program to meet specific objectives. Other municipal and county comparisons are attached for Council's review.

• **Historical Modifications to the EHOP guidelines and recommended changes:**

EHOP Guideline Modifications	2008	2015	2017	2021 Proposal
Loan Term	Length of Employment/ Payment due upon termination of employment - <i>No longer Legal</i>	Length of Employment/ Payment due upon termination of employment - <i>No longer Legal</i>	15-year term	15-year term
Loan Amount	Lesser of 15% of purchase price or \$50,000	Lesser of 15% of purchase price or \$50,000	\$15,000 maximum	\$40,000 within Town of Eagle \$20,000 outside Town of Eagle but within Eagle County
Interest Rate	No monthly payments and no interest due until termination of employment - Implied interest rate is activated upon loss of benefit eligibility - <i>No longer legal</i>	No monthly payments and no interest due until termination of employment - Implied interest rate is activated upon loss of benefit eligibility - <i>No longer legal</i>	\$10,000 or Less - 0% \$10,001 - \$15,000 - Equal to the long term Applicable Federal Rate (AFR) index as published by the IRS during the month of EHOP application	\$10,000 or Less - 0% \$10,001 - \$15,000 - Equal to the long term Applicable Federal Rate (AFR) index as published by the IRS during the month of EHOP application
Distance from Town of Eagle	Within 20 miles of Town of Eagle	Within 60 miles of Town of Eagle	Within 60 miles of Town of Eagle	Within Eagle County boundaries along the I-70 corridor
Employee Eligibility Requirements	Full time employee with service of 18 months	Full time employee with service of 6 months	Full time employee with service of 6 months	Full time employee with service of 6 months

• **Recommended Changes:**

- **Loan Amount:** Since the changes made to the program in 2017, no more than \$30,000 has been utilized at one time. Since the inception of the program, the Town has provided funding to 8 employees. However, no loans have been distributed to an individual

purchasing a home within the Town of Eagle since 2010. Staff would like the program to provide greater assistance to employees purchasing a home within the Town. As housing prices continue to increase, the \$15,000 loan amount becomes less significant and may get to a point where it may not be worth the employee's time to fill out the paperwork. Staff is recommending increasing the loan amount to \$40,000 within the Town of Eagle and to \$20,000 outside the Town of Eagle. With the current funds available this would allow for approximately 3.5 – 6.8 additional loans. The Town has historically never had more than four loans out at one time. If the funds were completely utilized the Council could decide if they would like to put additional funding into the program at that time.

- **Distance from Town of Eagle:** The current program allows employees to purchase property outside Eagle County. The Town can limit utilization of the program within a specific geographic location or proximity to the Town. The original guidelines required the property to be located within 20 miles of Town. In 2015 that limit was changed to within 60 miles from Town per a request from an employee. In developing the program, Council should consider whether taxpayer dollars should be kept within Eagle County or not. Staff is recommending limiting the use of the program to within Eagle County boundaries along the I-70 corridor to incentivize employees to purchase a home close to or within the Town. Having employees in or close to Town may increase the morale and longevity of that employee.

COMMUNITY INPUT: No community input has been received.

BUDGET / STAFF IMPACT: There is no budget or staff impacts with this proposal.

STRATEGIC PLAN ALIGNMENT: This proposal is aligned with the following major objective:

- Strengthen Town Organization and Culture: This proposal would create a greater benefit for employees and give staff a better opportunity to live and work in the same community.

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to **approve** or **deny** the proposed Employee Home Ownership Program amendments and direct staff to make the modifications to the Town EHOP guidelines.

ATTACHMENTS:

- Other EHOP Comparisons
- Current EHOP Guidelines

OTHER EHOP COMPARISONS			
ENTITY	MAXIMUM LOAN AMOUNT	OTHER LOAN INFORMATION	Eligible Property Location
Vail	\$80,000 in Town Limits \$40,000 outside Town limits	Equity share no monthly payments	Within the Town of Vail limits or within 50 miles of the Town limits
Pitkin County	\$50,000	Monthly pay 30 year amortization 15 year balloon at 110% AFR	Properties located within all of Pitkin County, and parts of Eagle, Gunnison and Garfield counties along RFTA corridor to Rifle, Hwy 133 to Marble, or Frying Pan.
Colorado River Water Conservation District	\$50,000	Monthly pay 35 year amortization 15 year balloon at 4% Up to 60% loan forgiveness (20% every 5 years)	Primary residence only. Real property must be located within 30 miles of regular job location.
Eagle River Water Sanitation District	\$50,000	Equity share no monthly payments	located within Eagle County
Frisco	\$40,000 within the Town of Frisco \$30,000 within Summit County outside Town of Frisco limits \$15,000 for property outside Summit County within a 60 mile radius of Frisco Town limits	10 year term with a 3% interest rate Employed with Town for 12 months Town administered program	Within 60 miles of Frisco's Town Limits
Crested Butte Fire Protection District	\$40,000 within district \$20,00 outside district (within 100 miles of town)	Equity Share	within the Fire Protection District or within 100 driving miles of the Town of Crested Butte on roadways maintained year-round.
Breckenridge	\$35,000 w/in Town Limits \$25,000 Upper Blue Planning Area	Monthly payments, 20 due in 10 (Balloon pmt at 10), interest rate: Prime + 3% (only 2 employees are utilizing)	Upper Blue Planning Area (Hoosier Pass to Farmer's Korner)
Aspen	\$30,000	Monthly pay 15 year amortization 10 Year US Treasury rate	Aspen Pitkin Housing Authority (APCHA) properties only.
Summit County	\$30,000	3-5% interest rate	within Summit County
Crested Butte Water & Sanitation District	\$20,000	Monthly pay 15 year amortization; ColotrustPlus + 2%	Property located in Gunnison County within 20-minute response time, an area generally defined to the north as the Town of Mt. Crested Butte, to east and west as the Town of Crested Butte and Meridian Lake Park, and to the south as Crested Butte South Metropolitan District.
Carbondale	\$15,000	Equity Share if no repaid within 24 months Note: Program created in 2006 and has only been utilized by one employee	1st preference given to purchases in Carbondale Town Limits, secondary preference given to purchases within Roaring Fork Valley, Crystal River Valley or in the I-70 corridor from Glenwood Springs to the Parachute area
Eagle County	\$10,000	Equity Share	within Eagle County
Glenwood Springs	Glenwood no longer has a loan program. They lent out all the money in their program had and then stopped contributing, they may pick up a modified program in the future as some repayments come in, but they are not sure at this time. (Their program used to loan a max of \$40K) They replaced with a 2 year housing stipend that employees received if they make less than \$70K/year. They budget an amount each year and divide equally between all those that are eligible.		
Minturn	No EHOP Program. Town owns a house for the Town Manager (\$2,500/Mo), a 3-Bedroom (\$1,2000/mo.), and a 1 bedroom apartment (\$1,000/mo.) to be rented to employees or leased if there is no employee interest. They have two Eagle County Deputies living in the 3bd, one is our ECSO Minturn officer. They have not had an actual employee living in the apartments for years.		
Crested Butte	No EHOP Program. CB has 10 employee rental units. In addition Town has been directly and indirectly building deed restricted units for sale in Town. Several of these have been purchased by Town employees.		
Avon	No Employee program, however, The Town Council adopted a deed-restriction program called Mi Casa for home buyers in Avon. To qualify you have to be an full-time Eagle County resident and it has to be your primary residence. Avon is paying up to \$75,000 per home in order to in essence buy the deed restriction. A couple employees have taken advantage of this program.		
Gypsum	No program		
Rifle	No program		
Steamboat Springs	No program		
Basalt	No program - Basalt does have a Town-owned 14 unit affordable housing rental model, and makes units available to employees first when one comes available.		

Equity share: No interest is charged and the organization would receive a percentage of equity earned based on percentage loan to value when the property is sold

- i.e. Employee purchases home for \$500,000 with a \$50,000 EHOP loan, which is 10% of the purchase price. Employee sells home for \$600,000 (\$100,000 gain), employee would owe the Town \$60,000 (original \$50,000 loan plus \$10,000 or 10% of gain of \$100,000).)

- If employee leaves the organization in 2017 but does not sell property until 2026, repayment of loan would not be required until 2026.



Product Guideline
Town of Eagle
Employer Assisted Housing Benefit
Employee Home Ownership Program-EHOP®

Eligible Borrowers:	Regular full time permanent employees with the Town of Eagle with at least 6 months service with the Town. One employee loan per household.						
Eligible Property:	Primary residence only. Property must be located within 60 miles of regular job location. Eligible homes must be real property, permanently attached to a foundation and conform to all prevailing building code standards.						
Income Threshold:	None						
Loan Amount:	Employees may be eligible for up to \$15,000						
Compatible Mortgages:	Employees and co-borrowers must qualify for primary mortgage financing through a reputable lending institution offering terms acceptable to both the employee and the Town. May be used in conjunction with conforming conventional and certain portfolio programs that offer fixed or intermediate variable rate terms designed for entry-level buyers. (i.e. FLEX, My Community, 5/1, 7/1, etc.). <i>FHA, Subprime and other non-conforming products are <u>not permitted</u>.</i>						
Loan to Value:	Maximum Combined Loan to Value is 105% of purchase price.						
Minimum Investment:	Employee must make a minimum contribution towards the purchase price and related settlement charges equal to \$3,000. Settlement charges may include all or part of the one-time processing fee for this loan.						
Interest Rate:	EHOP loan will carry an interest rate established at time of loan application, equal to the following rate schedule: <table><tr><th>Loan Amount</th><th>Interest Rate</th></tr><tr><td>\$10,000 or less</td><td>Zero percent</td></tr><tr><td>\$10,001 - \$15,000</td><td>Equal to the long term AFR index as published by IRS during the month of EHOP application</td></tr></table>	Loan Amount	Interest Rate	\$10,000 or less	Zero percent	\$10,001 - \$15,000	Equal to the long term AFR index as published by IRS during the month of EHOP application
Loan Amount	Interest Rate						
\$10,000 or less	Zero percent						
\$10,001 - \$15,000	Equal to the long term AFR index as published by IRS during the month of EHOP application						
Debt Ratio:	Maximum of 45% DTI						
Repayment:	Monthly payment of principal and interest to fully amortize the loan within the original term. Lump sum repayment is required upon property sale, refinance of the primary mortgage, or the home is no longer occupied as the primary residence. <i>There are no prepayment penalties.</i>						
Use of Funds:	Down payment, closing costs and pre-paid items related to the primary loan.						
Homebuyer Training:	Required on all loans, as evidenced by a Fannie Mae, Freddie Mac, HUD or CHFA-approved provider.						
Term:	Maximum term is 15 years.						
Loan Fees:	IDF origination fee charged at closing. Fees are subject to change per Impact Development Fund (IDF) fee schedule.						

Collateral:	Subordinate lien priority on subject real property.
Exceptions Policy:	All aspects of Town of Eagle EHOP eligibility and underwriting criteria are subject to Staff-level exception authority. Loan terms and pricing must be approved by the Town of Eagle.

Origination Procedures

Application:	Mortgage loan officer submits Loan File Checklist to Impact Development Fund, complete with all documentation shown on the form. Any remaining documentation requirements will be detailed.
Processing:	IDF will order title commitment and evidence of hazard insurance. Final loan documents are delivered electronically to loan officer for presentation to borrower. All outstanding items must be cleared prior to funding.
Closing:	IDF will deliver closing instructions and loan proceeds direct to title. Wires are sent 24 hours prior to the scheduled closing date, so the loan officer must advise of any schedule changes as soon as possible.
Fees Collected:	The origination fee is collected at closing, in addition to the public recording fee for the deed of trust (4 pages), and will appear on the Closing Disclosure (CD). All settlement figures should appear on a separate Closing Disclosure. IDF will review and approve the final first mortgage CD prior to funding. Title insurance is not required for Town of Eagle EHOP loans.
Requirements:	LOAN OFFICER'S ARE REQUIRED TO PRESENT ALL TOWN OF EAGLE EHOP DOCUMENTS AT, OR PRIOR TO, CLOSING. Both the borrower and loan officer must execute the Lender Certification form, acknowledging disclosure of all loan terms and contact information.
Settlement:	No changes to the Town of Eagle EHOP loan documents or loan amount shown on the Closing Disclosure are permitted.
Post Closing:	The original deed will be recorded by title with all other original Town of Eagle EHOP loan documents returned to IDF via overnight courier.



To: Mayor and Town Council

From: John Boyd, Operations Manager

Date: May 11, 2021

Agenda Item: Roof Top Unit Replacement Town Hall Budget Amendment

REQUEST: Staff is requesting that Council review the proposed budget amendment to reallocate \$20,000 within the Capital Improvement Fund to cover the budget shortfall for the Town Hall Roof Top Unit.

INTRODUCTION: The Roof Top Unit was scheduled to be replaced in 2020 but was moved to 2021. The first was replaced in 2019 and the last one is scheduled to be replaced in 2022. Staff's budget estimate for the rooftop unit was \$45,000, however, bids received have come in around \$65,000, \$20,000 over budget.

ANALYSIS: Costs for goods and services have increased due to the COVID pandemic with demand driving the cost up. Attached are the two bids for the replacement of the roof top unit.

Since the rooftop unit is a vital function of Town Hall, staff is recommending a budget amendment in the Capital Improvement fund that will not increase total expenditures for 2021. As we have moved into 2021, staff does not believe that the Right of Way (ROW) improvement project on Capitol Street between 2nd and 5th Streets will be completed in 2021 which is budgeted at \$200,000. See proposed amendment below.

Account Title	Original Budget		Proposed Amendment		NOTES
	TOTAL	DETAIL	TOTAL	DETAIL	
TOWN HALL IMPROVEMENTS	108,125	12,000	128,125	12,000	CivicRec Software (31-51-730-21)
		11,125		11,125	Civic Plus ATS Software-Integration for HR hiring and Civic Plus (31-51-730-22)
		40,000		40,000	Town Hall Exterior Wall (31-51-730-23)
		45,000		65,000	Town Hall Roof Top Unit (31-51-730-24)
		-		-	Council Room IT Upgrades (31-51-730-25)
R-O-W IMPROVEMENTS	350,000	200,000	330,000	180,000	Sidewalk, Trees, etc: Capitol Street between 2nd & 5th Streets. (31-52-712-28)
		150,000		150,000	Sidewalk/Trail: Capitol Street - Highway 6 to Second Street. (31-52-712-29)
TOTAL	458,125	458,125	458,125	458,125	

COMMUNITY INPUT: No community input has been received.

BUDGET / STAFF IMPACT: This is a budget neutral modification and there is no staff impact.

STRATEGIC PLAN ALIGNMENT: This proposal is not aligned with specific major objectives, however, replacing the roof top unit is maintaining Town assets and ensures the climate control needs in the Town Hall.

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to **approve** or **deny** a budget amendment of \$20,000 from the Right of Way Improvements line item to the Town Hall Improvements line item, within the Capital Improvements Funds for use towards the replacement of the roof top unit at Town Hall.

ATTACHMENTS:

- Skyline Mechanical bid for the roof top unit replacement
- R&H Mechanical bid for the roof top unit replacement



Skyline Mechanical, Inc.
P.O. Box 1258
16 Alpine Ranch Road
Gypsum, CO 81637

Phone: (970) 524-6809
support@skylinemechanical.com
www.skylinemechanical.com

Bill to
Town Of Eagle
P.O. Box 609
Eagle CO 81631

Ship to
Town Of Eagle
P.O. Box 609
Eagle CO 81631

Quote Q1849

Quote Date: 4/2/2021

Description	Item	Quantity	Price	Amount
Supply and Install a New Trane RTU to Replace Existing RTU #2. The installation will include the following: - 1 Trane Modulating Rooftop Unit - Crane to remove the existing RTU and to set the new RTU. The existing RTU will be recycled - Line Voltage electrical work needed to complete the project. All electrical work will be performed by a licensed electrician. Electrical work will include disconnection of the existing RTU electrical and exhaust fan electrical need for RTU removal. Connecting electrical to the new RTU and reconnecting electrical to the exhaust fans - Disconnection of low voltage wiring from the existing RTU and reconnecting the low voltage wiring to the new RTU - Air Balancing, Pricing includes air balancing the new RTU and existing RTU #1 - Trane Factory start-up Exclusions - Low voltage wiring needed to tie into the Trane controls upgrade - Any pre-existing non-code compliant issues - Any pre-existing damaged wiring - Any pre-existing damaged piping or conduit - Drywall removal or repairs - Roof or waterproofing repairs - Non-related mechanical work	RTU Install	1	\$63,832.00	\$63,832.00

Subtotal: \$63,832.00

Total: \$63,832.00

Payments: \$0.00

R & H MECHANICAL

"People & Products You Can Count On"

Proposal for:
Town of Eagle
RTU # 2
Trane



R & H MECHANICAL

"People & Products You Can Count On"

PO BOX 810, 1119 CHAMBERS AVE, EAGLE, CO 81631

PHONE: (970) 328-2699 FAX: (970) 328-0234

Proposal Submitted to Louie Atencio/Town of Eagle /Eagle Town Hall		Date 4-13-21	Prepared by Mike Deimler
Street 200 Broadway St		Job Name RTU #2 Replacement	
City, State and Zip Code Eagle , Colorado 81632		Job Location 200 Broadway	
Phone 970-471-2938	Email louie@townofeagle.org	Contact same	Cell

Payment to be made as follows: ----- **PAYMENT UPON COMPLETION OF EACH PHASE.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. The concept of force majeure applies hereto. Owner to carry fire tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. The parties agree to deal with one another in good faith and fair dealing. In the event of any dispute, the prevailing party shall be entitled to all reasonable costs including attorney's fees. Maximum interest permitted by law shall accrue upon the 1st breach of this agreement and any judgment shall be entitled to maximum interest by law. Note: we may withdraw this proposal if not accepted within **30** days.

R & H Mechanical proposes to provide the following solution:

Install new Trane RTU on existing curb and connect to existing utilities.

#1) Remove existing RTU # 2 includes disconnect gas connections, electrical power supply/low voltage /control, disconnect ductwork and prep curb, make duct connections to accept new RTU, re-fit gas connectors, and electrical supply voltage. (one-day)

#2) Install new RTU to newly prepared curb and re-connect all utilities – seal curb as needed to provide a watertight connection. (1-1/2-days)

#3) Test connections of all utilities and assist Trane on factory start-up and BAS integration (1-1/2days)

#4) Test and balance RTU #1 and # 2 Systems

Standard Exclusions: Pre-existing conditions and operation of existing equipment, glycol, insulation and wire mesh, concrete removal, weekend work or overtime, engineering, or engineered drawings.

3-4 week ship and build time

R & H MECHANICAL

"People & Products You Can Count On"

PO BOX 810, 1119 CHAMBERS AVE, EAGLE, CO 81631

PHONE: (970) 328-2699 FAX: (970) 328-0234

Note: After award of contract, please make arrangements to provide a 40% deposit or P.O. for work to commence and ordering of materials.

RTU #2 Replacement /W-RTU#1 TAB - \$64,415.00

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. A 3% fee will be added to this proposal price for any payment made from a credit card.

Signature: _____ Date: _____
(Client)

Signature : Michael Deimler Date: 4-13-21
(R & H Mechanical) 970.328.2699