



Town Board of Trustees
Tuesday, November 12, 2019
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.*

CALL TO ORDER - 6:00 PM

ROLL CALL - 6:05 PM

ADOPTION OF AGENDA - 6:05 PM *Opportunity for amendment or deletions to this evenings 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 five (5) minutes per person per topic unless arrangements have been made for a presentation with the Town Clerk. Those who are speaking are requested to sign in.*

PRESENTATIONS - 6:10 PM *Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the Town Clerk.*

1. Proclamation 03-2019 [Colorado Gives Day](#), John Weiss Executive Director Small Champions, Inc
2. Colorado Headwaters - [Homestake Project](#), Jerry Mallett
3. Eagle County Historical Society Annual Report, Kathy Heicher
4. Proposed Ordinance banning sales of dogs and cats as it relates to breeding facilities, Joyce Cohen

CONSENT AGENDA - 6:50 PM *Consent agenda items are routine Town business, items which have received clear direction previously from the board, final land use file documents after the public hearing has been closed, or which do not require board deliberation. (5 Minutes)*

1. Minutes - October 22, 2019
2. Minutes - October 29, 2019 Special Meeting
3. Bill Pay - October 2019
4. THOR Temporary Construction Easement and Utility Easement Agreement

STAFF REPORTS - 6:55 PM *The Town Manager and Department Staff prepare and provide internal updates to the Board.*

1. Town Manager Update
2. Department Update
3. Lower Basin Water Treatment Plant Project Report
4. Communication Report, PR Studios
5. Sales Tax, Third Quarter

BUSINESS ITEMS - 7:10 PM *Items and / or Public Hearings are listed under Business may be old or new and may require review or action by the Board.*

1. Water Efficiency and Conservation Plan, Amy Volckens, PE Senior Engineering Manager - Brendle Group
2. Resolution 44, Series 2019 A Resolution Of The Board Of Trustees Of The Town Of Eagle, Colorado Establishing The Full Membership Of The Town's Home Rule Charter Commission
3. Project: Tumbleweed Medical Marijuana (*Public Hearing*)
File # SU19-04
Applicant: Mark Smith of Tumbleweed Eagle, LLC
Location 12 Eagle Park East Drive
Staff Contact: April Kroner, Comm Dev Dir/Town Planner
Request: Special Use Permit to relocate the existing medical retail sales special use permit (SU14-09) from 1125 Chambers Road to 12 Eagle Park East Drive.
 - a. Resolution 38, Series 2019, A Resolution of the Board of Trustees of the town of Eagle, Colorado Approving a Special Use Permit for Tumbleweed Eagle, LLC.
4. 2020 Budget Hearing (*Public Hearing*)
 - a. 2020 Proposed Capital Improvement Plan
 - b. Information Center
 - c. Budget Changes and Prioritization
5. Ordinance 26, Series 2019 An Ordinance Of The Board Of Trustees Of The Town Of Eagle, Colorado Repealing And Reenacting Section 5.10.040 Of The Eagle Municipal Code To Eliminate The Distance Requirements For Liquor-Licensed Establishments (*Public Hearing*)

BOARD DISCUSSION AND FUTURE AGENDA ITEMS - 8:45 PM

1. ECRTA Advisory Board Nominations, Mayor McKibbin

CORRESPONDENCE

1. Eagle Library District Grand Opening Flyer
2. Local Government Get Together

ADJOURN - 9:10 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

**PROCLAMATION 03-2019
COLORADO GIVES DAY
TOWN OF EAGLE**

WHEREAS, charitable giving in Eagle County, Colorado is critical to providing support that local nonprofit organizations need to make our community a desirable place to live; and

WHEREAS, research shows an increase in online giving both locally and nationally, and many believe it is the future of philanthropy; and

WHEREAS, Community First Foundation and FirstBank have partnered in an effort to increase charitable giving in our community through the online giving initiative Colorado Gives Day; and

WHEREAS, Colorado Gives Day in 2018 raised \$35.1 million in a single 24-hour period via online donations, \$1.1 million to Eagle County nonprofits, at eaglecogives.org, a website allowing donors to direct their contributions to one or more of the fifty-one (51) local, Eagle County, charities featured on the site, making it an ideal resource for facilitating charitable giving to our locally-based nonprofit organizations.

WHEREAS, Colorado Gives Day is Tuesday, December 10th this year, and all citizens are encouraged to participate because all donations, large or small, can make a difference to nonprofits in need.

NOW, THEREFORE, BE IT PROCLAIMED BY Mayor Anne McKibbin and the Town Board of Trustees of the Town of Eagle, Colorado THAT:

Tuesday, December 10, 2019, will be known as Colorado Gives Day in our community.

TOWN OF EAGLE

Anne McKibbin, Mayor

Jenny Rakow, Town Clerk



[Link to Video](#)

Annual Report

September 2018 – August 2019



Museum

- The museum hosted 4,785 visitors this season.
- The aging roof on the General Store building was replaced with a metal roof, which should suffice for many decades. The log walls on the general store and blacksmith shop were re-stained.
- Updated Ute exhibit with new photos, arrowhead framing, and interpretive information. Frank Gates bison painting hung at the entrance.
- Interpretation added to the Leonard Horn camp kitchen exhibit.
- Added 114 new artifacts to our archives, including a leather vest and journals from Brush Creek pioneer Alfred Borah. A total of 1,224 artifacts are listed in the archives.
- Loaned artifacts to the Eagle Public Library for school history display
- Developed and installed a "Ranching and Farming" history exhibit at Vail Public Library.
- Installed a traveling exhibit "Seasons of the Nuche" at Colorado Mountain College in Edwards (Partners CMC, Aspen Historical Society, Metcalf Archeological Consultants). An estimated 2,000 -2,500 people viewed the exhibit in a six-week period.
- Volunteer Jaci Spuhler archived 125 new items for the ECHS collection
- Shared the joy of our restored Nottingham player piano (1911) with museum visitors.
- Continued pursuit of Past Perfect software for archives
- BluSky Restoration, donated spring-cleaning services
- Initial work in fundraising for replacement of museum barn roof



Events and Programs

- Honky Tonk Night at the Museum – player piano program and whiskey
- Two - Horn Ranch history hikes (partnered with Eagle County Open Space and Eagle Valley Land Trust)
- History of Mining talk for Betty Ford Alpine Gardens in Vail
- Town of Eagle History Hike – (partnered with Vail Board of Realtors)
- Eagle County Mining History program for "Super Seniors" in Edwards
 - Nimon-Walker Award – partnered with Eagle Valley Library District in honoring Jaci Spuhler; Doc Susie program
 - The Past and Future of Wolves in Eagle County – program by Andrew Gulliford (partner Ptarmigan Sports)
 - Tales of the Utes program at Edwards (partnering with CMC, Aspen Historical Society, Metcalf Archeological Consultants)
 - History talk for Eagle Lions Club



Education Programs

- Red Canyon High School history hike on Brush Creek

- McCoy Fossil Beds and Waterwheel history hike (partnered with Walking Mountain Science Center)
- Fourth Grade Colorado “History Take-Out” programs presented to 138 students, various schools
- Three sessions – Eagle County History lesson for Vail Board of Realtors – 70 participants
- Museum tour/history lessons
 - 203 elementary school students
 - 17 Walking Mountains interns
 - 45 local realtors



Behind the Scenes

- Supported Colorado State Parks & Wildlife in effort to preserve Upper Brush Creek School
- Supported Eagle County Open Space in seeking funds for preserving Brush Creek ranch land
- Curated historic photos and interpretive text for Eagle County Airport display
- Supported Avon Preservation Committee in (unsuccessful) effort to preserve Hahnwald barn
- Supported nomination of Climax observatory to “Colorado Endangered Places” list.

Administration

- Continued work on new ECHS website
- Participated in Colorado Gives Day
- ECHS membership totaled 115 people in 2019

Fundraising campaign

- Continued fundraising campaign for barn roof replacement
- Contributions have been sought from
 - Individuals
 - Local businesses
 - Local government
 - Grants and Foundations
 - ECHS Museum Improvements fund



THE AMERICAN KENNEL CLUB: PROTECTING PUPPY MILLS, HARMING DOGS

Why does the American Kennel Club (AKC) fight *against* better welfare for dogs?

It's simple, the AKC is NOT an animal welfare organization, it is a purebred dog registry sustained by dog registration fees. Because of their financial dependence on commercial breeders, the AKC regularly lobbies against basic animal welfare bills for fear that they would cut into dog registration fees.

Since 2008, the AKC has opposed almost 250 local and state laws introduced to crack down on puppy mills, prevent the sexual abuse of animals, require only veterinarians to conduct surgical procedures on dogs, and enact stricter animal fighting laws, among others.

In 2018 alone, the AKC rallied its supporters to oppose:

- Bills in Kansas and New Hampshire that were introduced to provide commonsense upgrades to existing breeder regulations, such as unannounced inspections of state-licensed breeders.
- A bill in Tennessee to enact basic commercial breeder regulations in the state.
- Bills in Pennsylvania, Massachusetts and Atlanta, GA introduced to increase adoption of homeless animals.
- A bill in Baltimore County, MD, to protect dogs from prolonged exposure to extreme temperatures.
- Two bills in Albany County, NY, one limiting the amount of time dogs can be tethered outdoors, the other protecting dogs left in hot cars when their health and safety are perceived to be at risk.
- Bills in Rhode Island and New Hampshire to place the financial burden of caring for animals rescued from cruelty on the perpetrator of the cruelty.
- A ballot measure in Florida to end the cruel sport of greyhound racing, and a ballot measure in Ohio to increase standards of care for breeding dogs in the nation's second largest puppy mill state.

The AKC has gone to great lengths to protect puppy mills:

In New Hampshire, after a 2017 seizure of 84 Great Danes from a puppy mill, a bill was introduced to prevent such large-scale cruelty cases in the future. Local shelters, law enforcement, prosecutors, animal control officers, and municipalities supported the bill. The AKC led opposition and stripped the bill of commonsense upgrades to breeder regulations. They also lobbied to *weaken* existing cruelty laws by prohibiting anonymous reporting of breeders and banning access to public records kept at pet stores and commercial kennels. After passing through the state senate with bipartisan support, the bill was defeated in the House Environment and Agriculture Committee. Upon defeat of the bill, the AKC handed out a \$1,000 prize to the former chairman of the committee, who also happened to be a former director of the AKC, for his work in defeating the bill.

In Ohio, the AKC strongly opposed a campaign to put humane upgrades to the state's commercial breeder law on the 2018 ballot. They went so far as to encourage their supporters to find and question volunteer signature gathers and report back any perceived misrepresentations. Then, when an agreement was reached between animal welfare groups and the commercial breeding industry to suspend the ballot campaign in exchange for a bill with many of the same protections for dogs, the AKC supported the bill. Apparently, the AKC will support regulation of puppy mills only if the mills themselves support it too.

Every year, AKC-linked breeders, and sometimes even "AKC Breeders of Merit," land on the HSUS Horrible Hundred list of problem puppy mills. The AKC's care standards for breeders are seemingly so low that some breeders have been arrested by local law enforcement for animal cruelty or been shut down shortly after passing an AKC inspection.

This is provided for informational purposes only. The formatting of this ordinance may vary from the official hard copy. In the case of any discrepancy between this ordinance and the official hard copy, the official hard copy will prevail.

ORDINANCE NO. 28

Series 2019

AN ORDINANCE AMENDING CHAPTER 3H OF TITLE 6 OF THE BRECKENRIDGE TOWN CODE CONCERNING THE SALE OF DOGS AND CATS BORN OR RAISED IN INHUMANE COMMERCIAL BREEDING FACILITIES

WHEREAS, the Town of Breckenridge has an interest in maintaining the public safety and welfare of the citizens of the Town; and

WHEREAS, Section 3I-15-501, C.R.S., authorizes municipalities to prohibit any offensive or unwholesome business practice; and

WHEREAS, the Humane Society of the United States has determined that puppy and kitten mills are inhumane commercial breeding facilities which disregard the animals' health - both physical and emotional - in order to maximize profits; and

WHEREAS, according to the Humane Society of the United States, these mills produce animals for sale, oftentimes at retail stores; and

WHEREAS, the Town Council finds and determines that the sale of dogs and cats from these mills is an unwholesome business practice and not in the best interest of the public welfare of the Town; and

WHEREAS, the Town Council desires to exercise its authority to address the sale of dogs and cats in retail stores that come from these mills, all as more fully provided in this ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BRECKENRIDGE, COLORADO:

Section 1. Chapter 3H of Title 6 of the Breckenridge Town Code is amended by the addition of a new Section 6-3H-10, which shall read in its entirety as follows:

6-3H-10 SALE OF ANIMALS FROM INHUMANE COMMERCIAL BREEDING FACILITIES:

A. As used in this Section the following words shall have the following meanings:

-

ANIMAL CARE FACILITY:

An animal control center or animal shelter, maintained by or under contract with any state, county or municipality, whose mission and practice is, in whole, or significant part, the rescue and placement of animals in permanent homes.

ANIMAL RESCUE ORGANIZATION:

Any not-for-profit organization which has tax-exempt status under Section 501(c)(3) of the

United States Internal Revenue Code, whose mission and practice is, in whole or in significant part, the rescue and placement of animals in permanent homes.

CAT:

Has the meaning provided in Section 6-2-2 of this Code.

DOG:

Has the meaning provided in Section 6-2-2 of this Code.

OFFER FOR SALE:

To sell, offer for sale or adoption, advertise for sale of, barter, auction, give away, or otherwise dispose of a dog or cat.

PET SHOP:

A retail establishment where dogs and/or cats are sold, exchanged, bartered, or offered for sale as pet animals to the general public at retail. Such definition does not include an animal care facility or animal rescue organization as defined in this Section.

PERSON:

Has the meaning provided in Section 1-3-2 of this Code.

- B. No pet shop shall sell, deliver, offer for sale, barter, auction, or otherwise dispose of a dog or a cat.
- C. A pet shop that offers space for the adoption of dogs or cats shall post, in a conspicuous location on the enclosure of each such animal, a sign listing the name of the animal care facility or animal rescue organization from which the pet shop acquired each dog or cat.
- D. Each violation of this Section shall constitute a separate offense.
- E. It is unlawful and a misdemeanor offense for any person to violate any provision of this Section. Any person convicted of violating any provision of this Section shall be punished as provided in chapter 4, title 1 of this code.
- F. The operation of a pet shop in violation of this Section is declared to be a public nuisance, and is subject to abatement as provided by law. In any case in which the Town prevails in a nuisance abatement action initiated pursuant to this Section, the Town may recover its reasonable attorney fees plus costs of the proceeding.

Section 2. Except as specifically amended hereby, the Breckenridge Town Code, and the various secondary codes adopted by reference therein, shall continue in full force and effect.

Section 3. The Town Council hereby finds, determines and declares that this ordinance is necessary and proper to provide for the safety, preserve the health, promote the prosperity, and improve the order, comfort and convenience of the Town of Breckenridge and the inhabitants thereof.

Section 4. The Town Council hereby finds, determines and declares that it has the power to adopt this ordinance pursuant to: (i) Section 31-15-103, C.R.S. (concerning municipal police powers); (ii) Section 31-15-501, C.R.S. (concerning municipal power to regulate businesses); (iii) Section 31-15-401, C.R.S. (concerning municipal police powers); (iv) the authority granted to home rule municipalities by Article XX of the Colorado Constitution; and (v) the powers contained in the Breckenridge Town Charter.

Section 5. This ordinance shall be published and become effective as provided by Section 5.9 of the Breckenridge Town Charter.

INTRODUCED, READ ON FIRST READING, APPROVED AND ORDERED
PUBLISHED IN FULL this 27th day of August, 2019.

This ordinance was published in full on the Town of Breckenridge website on August 30, August 31, September 1, September 2 and September 3, 2019.

A public hearing on this ordinance was held on September 10, 2019.

READ, ADOPTED ON SECOND READING AND ORDERED PUBLISHED IN FULL ON THE
TOWN'S WEBSITE this 10th day of September, 2019. A copy of this Ordinance is available for inspection in the office of the Town Clerk.

ATTEST:

TOWN OF BRECKENRIDGE

_____/s/_____
Helen Cospolich, CMC, Town Clerk

_____/s/_____
Eric S. Mamula, Mayor

APPROVED IN FORM

_____/s/_____
Town Attorney _____ Date _____

This Ordinance was published on the Town of Breckenridge website on September 12, September 13, September 14, September 15 and September 16, 2019. This ordinance shall become effective on October 16, 2019.

Most Pet Store Puppies Come From Puppy Mills

- **99% of puppies sold in pet stores come from puppy mills.**
- Nearly half of all puppies sold in pet stores are ill or are incubating an illness when purchased.
- 4,500,000 puppies are born in puppy mills and sold in pet stores every year in the United States.
- There are roughly 35,000 pet stores in the U.S.
- Almost every puppy sold in a pet store has a mother who will spend her entire life in a tiny cage, never being petted, never being walked, never being treated with kindness as a pet, never loved.
- Female dogs are usually bred twice a year and are “used up” by age 5—at which time they are often disposed of (killed) at the mill.
- Approximately 1,000,000 breeder dogs are confined in puppy mills throughout the country.



www.HarleysDream.org

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WHAT IS A PUPPY MILL?

A puppy mill is a large-scale commercial dog breeding operation where profit is given priority over the well-being of the dogs. In a puppy mill, dogs live in cages and are bred repeatedly, producing puppies to be sold in pet stores and online, around the country and throughout the world. There may be as few as 100 or as many as 1,000 breeding dogs housed at a single facility. It is estimated there are approximately 10,000 puppy mills in the U.S., the majority being located in the Midwest. About one-third of these mills are approved and licensed by the USDA, as dogs are legally classified as 'livestock'.

Most of the dogs live their whole lives in wire cages in buildings, barns and sheds which often have no heating or cooling. The dogs are not socialized, they receive little or no veterinary care, they do not have beds or toys, and they never get to run and play in the grass – some dogs never even see sunlight – and though they yearn for it, they never receive love.

The female dogs are bred at every heat cycle and their puppies are usually taken from them too young. When a dog is no longer productive, typically at 5-7 years old, standard procedure is to destroy the dog – usually in an inhumane manner.

PUPPY MILL FACTS

- Over 10,000 puppy mills in the U.S. produce millions of puppies each year
- Puppy mills supply 99% of pet store puppies
- Millions of puppy mill puppies are sold via Internet and newspaper ads every year
- Hundreds and even thousands of dogs can LEGALLY live in a puppy mill
- Most puppy mill dogs live in wire cages, stacked one on top of another, with their urine and feces contaminating the cages and dogs below them
- Female dogs are bred twice a year – or more – for their entire lives
- It is common practice for old dogs, sick dogs, and unwanted puppies to be destroyed at the puppy mill; this is most often done in the most inhumane ways
- Nearly all puppies born in puppy mills are registered by large, well-known breed registries such as the AKC
- **If puppy mills no longer existed, there would be 75% fewer dogs in shelter and rescues**

Puppy mills are regulated at the federal level by the USDA; some (but not all) are regulated at the state level. State and/or county and/or municipality legislation or proposals must be introduced, and in many areas regulatory agencies or committees need to be created to enact and enforce new laws.



Learn more at www.HarleysDream.org



**Town Board of Trustees
MEETING MINUTES
Tuesday, October 22, 2019
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.*

CALL TO ORDER

Mayor McKibbin called the meeting to order at 6:02 p.m.

ROLL CALL - 6:05 PM

TRUSTEES PRESENT

Anne McKibbin, Kevin Brubeck, Jessen, Mikel, Kerst,
Scott Turnipseed, Paul Witt

TRUSTEES ABSENT

Matt Solomon

STAFF

Brandy Reitter, Town Manager
Matt Mire, Town Attorney
Jenny Rakow, Town Clerk
April Kroner, Town Planner/Comm Dev Director
Jill Kane, Finance Director/Treasurer
Bryon McGinnis, Public Works Director
Joey Staufer, Police Chief

ADOPTION OF AGENDA

An addition to the Agenda was made for a presentation from Eagle Valley Land Trust and Jim Daus.

PUBLIC COMMENT

Kathy Heicher, 641 Wall Street. Kathy spoke on behalf of the Eagle County Historical Society regarding the Town's plan to eliminate retail at the Visitors Center. Kathy provided a history of the visitor center and information regarding how the Eagle County Historical Society's museum is tied to the Visitor Center and how this may impact them financially. Urged the Town Board to consider alternative options.

PJ Berg stated the visitors center reflects the consistency dependability of our town and urged the Town Board to keep the visitor center open and active.

PRESENTATION

Jim Daus with the Eagle Valley Land Trust provided a presentation to the Town Board on Sweetwater Lake Ranch initiative and campaign to protect it. The Land Trust is requesting a letter of support and may ask the Town to contribute funding in the future.

Kathy Heicher provided a historical perspective of Sweetwater and support of this initiative.

Liz Mooney President of Sweetwater Community. Urged support for this initiative.

The Town Board agreed to support the Sweetwater Lake Ranch initiative by signing a letter of support.

CONSENT AGENDA

MOTION: Trustee Paul Witt motioned to Approve the Consent Agenda. Motion was seconded and Passed with a vote of 5 in favor and 0 opposed.

1. Minutes - October 8, 2019

STAFF REPORTS

1. Town Manager Update
Brandy Reitter provided highlights of her report.

BUSINESS ITEMS

1. 1088 & 1092 Fourth of July Road Lot Line Adjustment (*Public Hearing*)

Mayor McKibbin opened file #LLA19-02 1088 and 1092 Fourth of July Road Lot Line Adjustment.

Trustee Turnipseed stated he had a potential conflict of interest and stepped down from the dais.

April Kroner presented this item.

Applicant Andrew Peternell was present.

Mayor McKibbin opened the public hearing for public comment. There was no public comment.

- a. Resolution 43-2019 to approve file LLA19-02

MOTION: Trustee Paul Witt motioned to Approve Resolution 43, Series 2019 A Resolution Of The Board Of Trustees Of The Town Of Eagle, Colorado Approving A Lot Line Adjustment For Lots 53 And 54, Eagle Ranch Filing No. 22. Motion was seconded and Passed with a vote of 4 in favor, 0 opposed and 1 abstain.

2. Chambers East Subdivision (*Public Hearing*)

Mayor McKibbin opened File#MS19-01 and File#DR19-05 Chambers East Subdivision.

April Kroner clarified that both files can be approved by adopting Resolution 45, Series 2019. April presented this item.

Applicant Matthew Barry provided comments regarding the requests for approval.

Board Comments: request for clarification on truck traffic flow - April provided applicant will submit analysis for staff approval. Concern regarding landscape and lighting plan not being ready. April provided that those items are at the end of the development and they will be brought forward for review and approval by staff. Clarification regarding easement for parking between both properties was provided. Bryon McGinnis provided input on shared easement for access and parking. Concern raised regarding traffic plan for Chambers Avenue and adding additional truck traffic during peak times. Staff provided clarification that current proposal is a use by right and would not likely result in any road improvements or changes.

Mayor McKibbin opened File#MS19-01 and File#DR19-05 Chambers East Subdivision public hearing for public comment. There was no public comment.

Additional Board Comments: visibility along I-70 and requirement for landscape screening; applicant provided assurances that landscaping will be addressed as this lot will be an entry for Eagle. Confirmation that all conditions are within the Resolution and will be adopted by approval tonight and with previous approval from the Planning Commission.

3. Chambers East Development (*Public Hearing*)

a. Resolution 45-2019 to approve files MS19-01 and DR19-05

MOTION: Trustee Kevin Brubeck motioned to Approve Resolution 45, Series 2019 A Resolution Of The Board Of Trustees Of The Town Of Eagle, Colorado Approving A Final Plat And Development Plan, Creating Vested Property Rights Pursuant To Chapter 4.17 Of The Eagle Municipal Code, Authorizing The Issuance Of A Major Development Permit And Approving An Associated Development Agreement, All For Lot C-14B, Kemp Subdivision. Motion was seconded and Passed with a vote of 6 in favor and 0 opposed.

b. DR19-05 Development Agreement

4. Ordinance 24-2019 Tobacco Licensing Code Amendment

Brandy Reitter presented this item. Included for discussion is a draft ordinance that the Town Board previously staff to create related to Tobacco Licensing.

Board Comments: Request that enforcement could include access to video and electronic media. Request to do outreach with retailers regarding proposed licensing. Request to authorize staff to approve renewals when no issues are raised during renewal process. Consistency with other processes and enforcement opportunity is beneficial to the community. Discussion regarding licensee needing to be 21 when sales can be to 18-year olds.

Chief Staufer requested our Code to have consistency in regulations with other Eagle County entities.

Mayor McKibbin opened up Ordinance 24, Series 2019 related to tobacco licensing for public comment.

Mandy Ivanov , Eagle County Public Health urged consistency with other Eagle County municipalities and expressed concerns with high vaping use by youth.

Sandy Schrader, Mountain Youth urged support of licensing and reducing youth access to tobacco and expressed concerns regarding increased use of vaping.

Emily McCormack, you be you. Provided information on youth brain development. Expressed support for licensing and to increase the age to 21.

Candace Eaves, Eagle County Schools prevention specialist. Expressed support for increasing age to 21.

Troy Dudley, Red Canyon High School Principal. Provided information on access to tobacco by students. Expressed support for increasing age to 21 and licensing.

Henry McQueeney, Assistant Principal Eagle Valley Middle School. Expressed support for the licensing ordinance and increased age 21.

Mary McGinnis, Eagle Valley Middle School Counselor. Expressed support for licensing and increased age to 21.

Mayor McKibbin closed public comment.

Mayor McKibbin asked the board to reconsider raising the age to 21 for purchasing tobacco.

Attorney Matt Mire stated the licensing ordinance can include raising the age with the direction being given.

Board Comments: request for more school support in monitoring students outside use of tobacco. School staff supported the need for additional monitoring. School staff is being trained on tobacco usage and prevention.

Town Board direction to staff is to bring back another ordinance consistent with area municipalities and include an increase for purchasing tobacco to age 21. Fees and policies should be consistent with current liquor licensing.

MAYOR MCKIBBIN CALLED A 15 MINUTE BREAK

5. Pavement Management and Pathway Maintenance: Pay Application No. 1 to 360 Paving in the amount of \$421,261.74 (*Roll Call Vote Required*)

Mayor McKibbin opened this item.

MOTION: Trustee Scott Turnipseed motioned to Approve Pavement Management and Pathway Maintenance: Pay Application No. 1 to 360 Paving in the amount of \$421,261.74. Motion was seconded and Passed with a vote of 6 in favor (Jessen, Kerst, Brubeck, McKibbin, Turnipseed and Witt) and 0 opposed.

6. 2020 Budget Hearing (*Public Hearing*)

Brandy provided with no current changes to the budget, however, there will be a few at our next meeting. Included in this presentation was the pay plan and fee schedule. Request is to continue this hearing to the November 12, 2019 Regular Town Board Meeting.

Mayor McKibbin opened this item for public comment. There was no public comment.

MOTION: Trustee Scott Turnipseed motioned to Continue the 2020 Budget Hearing to the November 12, 2019 Regular Town Board Meeting. Motion was seconded and Passed with a vote of 6 in favor and 0 opposed.

BOARD DISCUSSION AND FUTURE AGENDA ITEMS

1. Town Manager Performance Review

Brandy provided information that we are using template from last year and Mountain States will facilitate the data collection.

2. Charter Commission Appointment Process

Staff is requesting feedback on the process for appointing the remaining three Charter Commission members. Staff will send out applicants for review. A check in on October 29th will be done at the Special Meeting and, if the ballot passes, appointments will take place at the November 12th regular board meeting via secret ballot.

Matt Mire will check on appointment of an alternate.

BOARD UPDATES/COMMENTS:

Trustee Brubeck: Charlie Wick has inquired about the Town's preparation for 5G and the issues related to the poles being erected in other areas that are causing issues.

Trustee Jessen: provided a climate action committee update.

Mayor McKibbin: may need an official appointment to the Eagle County Transit Advisory Committee and will update the Board after their next meeting.

ADJOURN - 9:05 PM

Approved:

Date:

Anne McKibbin, Mayor

Jenny Rakow, CMC Town Clerk



Town Board of Trustees
SPECIAL MEETING
MEETING MINUTES
Tuesday, October 29, 2019
Public Meeting Room / Eagle Town Hall
200 Broadway Eagle, CO

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Times listed are approximate and are subject to change.*

CALL TO ORDER - 6:00 PM

ROLL CALL - 6:05 PM

TRUSTEES PRESENT

Anne McKibbin, Andy Jessen, Mikel, Kerst, Scott
Turnipseed, Paul Witt, Kevin Brubeck

TRUSTEES ABSENT

Matt Solomon

STAFF

Brandy Reitter, Town Manager
Bill Shrum, Assistant to the Town Manager
Jenny Rakow, Town Clerk
April Kroner, Town Planner/Comm Dev Director
Jill Kane, Finance Director/Treasurer
Bryon McGinnis, Public Works Director
Joey Staufer, Police Chief
John Staight, Open Space Manager
Erin Ivie, Records Supervisor
Deron Dircksen, Utilities Manager
Lynette Horan, Human resources Manager

ADOPTION OF AGENDA - 6:05 PM

There were no changes to the agenda.

PUBLIC COMMENT - 6:10 PM

Mayor McKibbin opened Public Comment for items not on tonight's agenda, there was no public comment.

BUSINESS ITEMS - 6:15 PM

1. Eagle Pool and Ice Rink Recreation Campus Master Plan Review

Brandy Reitter opened this item. Janet Bartnik presented the Campus Master Plan Review.

Board Comments: Felt the plans were ambitious. Would like some thought for aging population and considerations for aging in place. Would like the building accessible and welcoming to those who do not use the facility. Concerns were made regarding parking and trail locations. Keep consideration of use by RVs during events and functions for camping. Would like option of indoor mountain biking or indoor track. Consideration for

traffic flow and pedestrian flow and accommodating short cuts. Food truck space for events.

Janet provided that we are a preliminary stage and encouraged the board to send additional thoughts to Brandy to share with Mountain Rec and Norris Designs.

2. Use Tax Policy Amendment

Brandy Reitter presented this item. With our current policy there are unintended consequences. Brandy presented three options for consideration.

Option One: return to issuing an exemption certificate and disallow refund from out of town purchases. We would continue to apply use tax at building permit based upon valuation. The use tax and the sales tax amounts are not equal due to the .5% increase that did not include increasing use tax, which is required by election. We will need to communicate with retailers on how to make this calculation, as they will continue to charge the .5%. This was an issue in the past and staff will reach out for this transition.

Option Two: we can allow the state to handle the refunds and all customers would remit to the state for processing. How this process works is unknown, however it is available.

Option Three: status quo, no changes, but stretching our resources.

Board Comments: received clarification that town is refunding sales tax for other jurisdictions. With option one, we still have retailers with the burden of collecting the other .5% on their own. Option one is more incentive to shop local. Confirmation that the Certificate will be issued at building permit for project and whether there will be an expiration date. Preventing fraud and abuse of the tax exemption is a concern. We will be able to tie to a job name or building permit to do audits. Request for the payroll impact. Brandy estimated that it would be fair to estimate \$50K a year on personnel time. Discussion regarding necessity of use tax. Staff provided that it almost solely funds capital improvements and would be hard to make up for. Discussion and consideration to add the additional .5% to the next election as a ballot question so that use tax matches sales tax.

Board agreed to pursue Option One. Staff will prepare an Ordinance for consideration.

3. Tobacco Licensing Ordinance Example - Avon

Brandy Reitter presented this item. Town of Avon is the example people are using for this licensing policy, which was provided to the Board for comments and input.

Board Comments: Concerns about the age restrictions for selling tobacco and ability of employers to hire people under 21. Would like the age lowered to 19. Concern regarding the distance requirement and not being allowed within 500 feet of schools. Would like further definition of school and possible consideration to eliminate the distance requirement. Define the term minor and whether it is under 18 or 21 as it relates to different items in this ordinance. Concern with requirements regarding payment of state or local taxes and town's ability to revoke the license or suspend. Supported the consequences and escalation of fines for violations. Transfer of license language for husband and wife, requested use of inclusive language and be less be specific. Requested language for notification via electronic means, rather than by US Mail. Requested that license fees go to the general fund if possible. Requested a fees and expense chart. Requested flexible language for enforcement agents.

Staff will prepare draft ordinance for Board consideration.

4. 2020 Proposed Budget Discussion

Brandy Reitter presented this item. The Capital improvements presentation will be on November 12th. Discussion of the prioritization exercise for policies for the board to discuss or score. Board decided against prioritization.

a. Proposed Budget Priority List

5. Charter Commission Applicants Update

Request is to determine the review process for appointing remaining Charter Commission members if Ballot 2A passes. Appointment will occur on November 12th. Board requested a survey for the vote. Town Clerk will prepare the survey and send.

BOARD DISCUSSION AND FUTURE AGENDA ITEMS - 8:15 PM

Brandy Reitter stated she will do her self-review and responses are due before November 15th.

Trustee Turnipseed - inquired about 404 Broadway. Requested timeline for building renovations that are being done at that location.

Trustee Turnipseed requested change to the signs on locked doors at Town Hall.

ADJOURN - 7:50 PM

Approved:

Date:

Anne McKibbin, Mayor

Jenny Rakow, CMC Town Clerk

**BILL SCHEDULE
OCTOBER 2019**

GENERAL FUND

General Government

Meritain Health	Health Insurance	\$ 2,472.05
Downtown Colorado Inc.,	Professional Services	10,000.00
Garfield & Hecht, P.C.	Legal - General	39.00
Hoffman, Parker, Wilson & Carberry PC	Legal - General	4,660.50
Kissinger & Fellman, P.C.	Legal - General	5,782.00
Executech Utah LLC	Computer Support	224.32
King Soopers Customer Charges	Meeting Expense	177.34
Red Canyon Café	Meeting Expense	78.79
Shrum, Bill	Meeting Expense	40.79
Art Management & Planning Associates Inc	Contract Payments	530.00
PR Studio	Contract Payments	1,500.00
Eagle County Historical Society	Community Requests	500.00
Vail Valley Foundation	Community Requests	12,000.00
Total General Government		\$ 38,004.79

General Administration

Cerda, John & Katherine	Utility Refund	\$ 325.23
Eagle County School District	Utility Refund	1,371.50
Frasco, Joe	Utility Refund	26.33
Gillis, C & Demille, C	Utility Refund	27.26
Hunn, Scott & Walker, Jaime	Utility Refund	150.21
Wiemer, Tammi & Derrick	Utility Refund	130.00
Witt, Gregory L	Utility Refund	43.05
Wynton Homes	Utility Refund	86.34
King Soopers Customer Charges	Other Prepaid Expenses	1,000.00
Colorado State Treasurer	Unemployment Tax	2,163.29
Meritain Health	Health & Life Insurance	26,450.34
MetLife	Vision Insurance	521.76
Bryan, Claudia	Facility Usage Deposit Refund	750.00
Carrasco Gonzalez, Johanna	Facility Usage Deposit Refund	375.00
Eagle Cub Scouts Pac 229	Facility Usage Deposit Refund	1,125.00
Eagle Valley Library District	Facility Usage Deposit Refund	375.00
Galusha, Adam	Facility Usage Deposit Refund	675.00
Gingrich, Twyla	Facility Usage Deposit Refund	750.00
Gonzalez, Reynalda	Facility Usage Deposit Refund	750.00
Gotzmer, Russell	Facility Usage Deposit Refund	1,125.00
Harakal, Agnes	Facility Usage Deposit Refund	750.00
Miner, Linda	Facility Usage Deposit Refund	375.00
Ortiz, David	Facility Usage Deposit Refund	375.00
Regalado, Jocelyn	Facility Usage Deposit Refund	375.00
Segura Peralta, Esther	Facility Usage Deposit Refund	750.00
Villegas, Silvia	Facility Usage Deposit Refund	750.00
Eagle Municipal Court	Miscellaneous	65.00
Meritain Health	Health & Life Insurance	6,034.80
Ott To Print Green	Office Supplies	179.00
Sandy's Office Supply	Office Supplies	150.13
Staples	Office Supplies	25.48

General Administration (Cont.)

Pitney Bowes	Communication & Transportation	71.25
Fleet Services	Gas & Oil	54.24
AICPA	Dues & Subscriptions	267.39
Mail Chimp	Dues & Subscriptions	70.36
ZipRecruiter	Dues & Subscriptions Refund	(581.68)
Century Link	Utility Services	1,114.38
Chase Paymentech	C.C. Transaction Fees	1,629.71
Xpress Bill Pay	C.C. Transaction Fees	652.88
Sands Law Office, LLC	Legal	154.00
Caselle, Inc.	Computer Support	2,089.00
Executech Utah LLC	Computer Support	616.58
CAMCA	Tuition & Books	46.91
Lewan & Associates	Contract Payments	370.66
US Bank Equipment Finance	Contract Payments	374.70
Cirsa	Insurance - Pavilion	1,374.03
Total General Administration		\$ 56,354.13

Community Development

Meritain Health	Health Insurance	\$ 4,944.10
Amazon	Office Supplies	61.58
Fleet Services	Gas & Oil	69.16
Shrum, Bill	Dues & Subscriptions	36.05
Logan Simpson	Professional Services	6,300.48
McCool Development Solutions, LLC	Professional Services	12,259.00
Veer Hospitality	Professional Services	165.00
Garfield & Hecht, P.C.	Planning Reimbursable	3,736.62
Hoffman, Parker, Wilson & Carberry PC	Planning Reimbursable	9,693.38
Kumar & Associates Inc	Planning Reimbursable	3,071.80
Resource Engineering Inc	Planning Reimbursable	624.75
Hoffman, Parker, Wilson & Carberry PC	Legal	292.50
Executech Utah LLC	Computer Support	459.54
Zoom.U.S	Computer Support	15.30
Americas Best Value Inn	Travel Expense	105.55
Curtis Double Tree	Travel Expense	167.93
Wildwood Snowmass	Travel Expense	250.50
City Market	Meeting Expense	66.72
Red Canyon Café	Meeting Expense	24.82
Town Of Gypsum	Contract Services	1,572.50
Amazon	Tuition & Books	56.24
Lewan & Associates	Contract Payments	82.71
US Bank Equipment Finance	Contract Payments	374.70
Total Community Development		\$ 44,430.93

Municipal Court

Meritain Health	Health Insurance	\$ 247.21
Carlson, Edwards & O'Connor	Legal	1,500.00
Hoffman, Parker, Wilson & Carberry PC	Legal	156.00
Executech Utah LLC	Computer Support	27.50
Ace Security And Safety Services LLC	Contract Payments	96.00
Total Municipal Court		\$ 2,026.71

Streets

Meritain Health	Health Insurance	\$ 4,944.10
Cintas Corporation	Office Supplies	20.87
King Soopers Customer Charges	Office Supplies	14.50
Century Equipment Co	Repair & Maintenance Supplies	78.88
G & S Tool Clinic, LLC	Repair & Maintenance Supplies	71.03
Glenwood Springs Auto Parts Inc	Repair & Maintenance Supplies	109.53
Grand Junction Pipe & Supply	Repair & Maintenance Supplies	13.71
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies	26.64
Lawson Products	Repair & Maintenance Supplies	349.24
Mid-American Research Chemical	Repair & Maintenance Supplies	1,730.20
Signature Signs Inc	Repair & Maintenance Supplies	524.00
Stripe A Lot & Sweeping	Repair & Maintenance Supplies	1,182.50
TAPCO	Repair & Maintenance Supplies	3,369.90
United Rentals (North America) Inc	Repair & Maintenance Supplies	113.21
Valley Electric Supply Inc	Repair & Maintenance Supplies	1,518.40
Wear Parts & Equip Co, Inc	Repair & Maintenance Supplies	508.60
Whitehall's Alpine BG	Repair & Maintenance Supplies	137.16
Glenwood Springs Auto Parts Inc	Repair & Maintenance Supplies	1,757.22
Fleet Services	Gas & Oil	408.94
Glenwood Springs Auto Parts Inc	Gas & Oil	500.49
Century Equipment Co	Communication & Transportation	12.66
G & S Tool Clinic, LLC	Communication & Transportation	4.99
Lawson Products	Communication & Transportation	25.67
Mid-American Research Chemical	Communication & Transportation	230.54
TAPCO	Communication & Transportation	500.00
Century Link	Utility Services	884.64
Holy Cross Energy	Utility Services	2,199.28
Verizon Wireless, Bellevue	Utility Services	89.42
G & S Tool Clinic, LLC	Repair & Maintenance Services	83.70
Safety-Kleen Corp.	Repair & Maintenance Services	284.18
Stripe A Lot & Sweeping	Repair & Maintenance Services	1,250.00
360 Paving LLC	Street Resurfacing	400,561.74
Executech Utah LLC	Computer Support	149.53
Brush Creek Landscaping	Tree Management-Comm Forestry	5,120.00
Wagner Equipment Co	Winter Snow Equipment Rental	23,650.00
Total Streets		\$ 452,425.47

Public Safety

Meritain Health	Health Insurance	\$ 18,045.97
Alpine Arms	Operating Supplies	562.08
5.11 Tactical	Uniforms	272.17
Patterson, Jamie	Uniforms	33.25
Glenwood Springs Ford	Vehicle Repair & Maintenance Supplies	39.92
Olesen Automotive Services	Vehicle Repair & Maintenance Supplies	149.00
Tire Rack	Vehicle Repair & Maintenance Supplies	676.74
Fleet Services	Gas & Oil	2,059.52
Olesen Automotive Services	Gas & Oil	195.00
4 Imprint	School Resource Officer Supplies	308.00
Active Communications, Inc.	Equipment - Supplies	299.98

Public Safety (Cont.)

4 Imprint	Communication & Transportation	9.84
Matthew Bender & Co	Communication & Transportation	13.08
USPS	Communication & Transportation	20.06
AT&T Mobility	Utility Services	331.10
Century Link	Utility Services	712.28
Colorado Bureau Of Investigation	Recruitment	39.50
NeoGov	Recruitment	375.28
Hoffman, Parker, Wilson & Carberry PC	Legal	58.50
Glenwood Springs Ford	Repair & Maintenance Services	165.08
Olesen Automotive Services	Repair & Maintenance Services	270.00
White Water Carwash	Repair & Maintenance Services	125.44
Agency 360	Computer Support	1,197.00
Executech Utah LLC	Computer Support	194.40
Technovia Consulting	Computer Support	2,205.00
Grand Vista Hotel	Travel Expense	253.31
Scriver, Dominik	Travel Expense	681.19
Building Warriors Inc	Training & Travel - Grants	180.00
Lexipol LLC	Training & Travel - Grants	1,884.00
The D Las Vegas	Training & Travel - Grants	300.02
Co Mtn College	Tuition & Books	1,069.82
Matthew Bender & Co	Tuition & Books	74.00
Patterson, Carson	Tuition & Books	110.80
Eagle County Animal Control	Animal Control	8,126.00
Building Warriors Inc	Contract Payments	180.00
Guardian Tracking, LLC	Contract Payments	1,102.00
High Country Copiers	Contract Payments	55.25
Xerox Financial Services LLC	Contract Payments	190.53
Lexipol LLC	Lexipol Policy	2,397.00
Total Public Safety		\$ 44,962.11

Buildings and Grounds

Meritain Health	Health Insurance	\$ 5,520.91
King Soopers Customer Charges	Office Supplies	14.50
Display Sales	Repair & Maintenance Supplies	945.00
G & S Tool Clinic, LLC	Repair & Maintenance Supplies	20.05
Grand Junction Pipe & Supply	Repair & Maintenance Supplies	60.09
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies	95.92
Paint Bucket	Repair & Maintenance Supplies	16.40
Pet Pick-Ups	Repair & Maintenance Supplies	720.00
United Electric, Inc.	Repair & Maintenance Supplies	1,487.00
G & S Tool Clinic, LLC	Vehicle Repair & Maintenance Supplies	65.50
Two Valley Tire LLC	Vehicle Repair & Maintenance Supplies	625.80
Fleet Services	Gas & Oil	392.09
Home Depot Pro	Janitorial Supplies	1,472.09
Display Sales	Communication & Transportation	67.00
Pet Pick-Ups	Communication & Transportation	59.43
Black Hills Energy	Utility Services	669.18
Century Link	Utility Services	1,610.26
Holy Cross Energy	Utility Services	2,573.87
Verizon Wireless, Bellevue	Utility Services	93.27

Buildings and Grounds (Cont.)

Jerry-master Janitorial	Janitorial Maint. Contracts	2,158.00
360 Paving LLC	Repair & Maintenance Services	20,700.00
Merry Maids	Repair & Maintenance Services	250.00
Sno-White Linen Rental	Repair & Maintenance Services	301.79
United Electric, Inc.	Repair & Maintenance Services	1,140.00
Venzor Carpet Cleaning	Repair & Maintenance Services	375.84
Executech Utah LLC	Computer Support	135.48
Best Electric	Contract Payments	324.00
Thyssenkrupp Elevator Corp.	Contract Payments	638.90
Total Buildings and Grounds		\$ 42,532.37

Information Center

Walmart	Operating Supplies	\$ 23.96
Alida's Fruits	Supplies For Resale	155.52
Costco	Supplies For Resale	7.78
Gold Crest Distributing	Supplies For Resale	413.14
Impact Photographics, Inc.	Supplies For Resale	1,013.84
Meadow Gold Grand Junction	Supplies For Resale	183.24
Mike Luark	Supplies For Resale	690.00
Mountain Sights, Inc	Supplies For Resale	114.00
MV Corp, Inc	Supplies For Resale	484.02
Rasmussen, Carol Ann	Supplies For Resale	128.75
Sarah Morris	Supplies For Resale	240.00
Sendy Sauce, LLC	Supplies For Resale	102.00
Walmart	Supplies For Resale	26.57
Wildflower Company	Supplies For Resale	162.98
Workman Publishing Company Inc	Supplies For Resale	60.70
2 Dog Hill	Supplies - Consignment	7.88
Derived From Nature	Supplies - Consignment	95.40
Eagle County Historical Society	Supplies - Consignment	586.04
Fried, Mickey	Supplies - Consignment	34.50
Nature's Details Photography	Supplies - Consignment	424.50
New Song Corporation	Supplies - Consignment	42.00
Pamela Saden	Supplies - Consignment	550.50
Pinyon J	Supplies - Consignment	11.25
Rasmussen, Carol Ann	Supplies - Consignment	38.40
Rick Olsen	Supplies - Consignment	9.00
Selcke, Jim	Supplies - Consignment	9.00
Teresa Hauser	Supplies - Consignment	54.00
Vandusen, Richard	Supplies - Consignment	68.25
Williams, Sam	Supplies - Consignment	48.75
Colorado Department Of Revenue	Sales Tax	1,206.37
USPS	Communication & Transportation	7.51
Century Link	Utility Services	211.36
Meadow Gold Grand Junction	Repair & Maintenance Services	100.00
Executech Utah LLC	Computer Support	120.69
Total Information Center		\$ 7,431.90

Marketing and Events

Broadcast Music, Inc.
 Executech Utah LLC
 PR Studio
 Blue Creek Productions Inc
 Blue Creek Productions Inc
 Eagle Chamber Of Commerce
 Eagle County Solid Waste & Recycling

Dues & Subscriptions \$ 358.00
 Computer Support 79.27
 Public Relations 2,500.00
 Contract Services 12,000.00
 Contract Services 6,000.00
 Events 625.00
 Event Production 18.51

Total Marketing and Events \$ 21,580.78

Engineering

Meritain Health
 Cintas Corporation
 King Soopers Customer Charges
 Fleet Services
 Verizon Wireless, Bellevue
 Executech Utah LLC

Health Insurance \$ 3,351.00
 Office Supplies 20.87
 Office Supplies 14.50
 Gas & Oil 133.73
 Utility Services 165.59
 Computer Support 120.12

Total Engineering \$ 3,805.81

Total GENERAL FUND

\$ 713,555.00

CAPITAL IMPROVEMENT FUND

Hampton, Robert
 Plumbing Systems Inc.
 Tire Rack

Use Tax Refund \$ 1,959.13
 Storm Drain Improvements 7,510.00
 Patrol Vehicles 672.61

Total CAPITAL IMPROVEMENT FUND \$ 10,141.74

WASTE WATER FUND

Meritain Health
 Cintas Corporation
 Western Slope Supplies Inc
 Mid-American Research Chemical
 Fastenal Company
 Water Technology Group
 Fleet Services
 Federal Express Corp.
 Mid-American Research Chemical
 Nextrust Inc
 Western Slope Supplies Inc
 Black Hills Energy
 Century Link
 Holy Cross Energy
 Verizon Wireless, Bellevue
 Veris Environmental LLC
 All Pro Sewer And Drains
 CDW Government
 Executech Utah LLC

Health Insurance \$ 7,817.18
 Office Supplies 20.87
 Office Supplies 7.45
 Operating Supplies 253.00
 Repair & Maintenance Supplies 1,439.87
 Repair & Maintenance Supplies 1,470.00
 Gas & Oil 214.50
 Communication & Transportation 402.75
 Communication & Transportation 24.37
 Communication & Transportation 346.87
 Communication & Transportation 1.75
 Utility Services 258.51
 Utility Services 510.80
 Utility Services 10,362.99
 Utility Services 73.26
 Sludge Disposal 5,011.49
 Sewer Imaging 18,551.28
 Computer Support 64.76
 Computer Support 217.26

WASTE WATER FUND (Cont.)

Eagle River Water & Sanitation District	Testing & Permits	2,195.00
SGS North America Inc	Testing & Permits	2,024.68
American Mechanical Services	Contract Payments	770.00
Best Electric	Contract Payments	324.00
Horizon Roofing, Inc.	WW Treatment Plant Improvement	18,642.25
Total WASTE WATER FUND		\$ 71,004.89

WATER FUND

Meritain Health	Health Insurance	\$ 10,849.56
Cintas Corporation	Office Supplies	20.87
King Soopers Customer Charges	Office Supplies	14.49
DPC Industries, Inc.	Operating Supplies	1,449.63
Kubwater Resources, Inc.	Operating Supplies	2,107.62
Grand Junction Pipe & Supply	Repair & Maintenance Supplies	24.60
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies	189.17
King Soopers Customer Charges	Repair & Maintenance Supplies	16.03

WATER FUND (Cont.)

Glenwood Springs Auto Parts Inc	Vehicle Repair & Maintenance Supplies	5.63
Fleet Services	Gas & Oil	617.42
Glenwood Springs Auto Parts Inc	Gas & Oil	40.00
Grand Junction Pipe & Supply	Meters & Related Items/Resale	1,181.40
Federal Express Corp.	Communication & Transportation	105.70
Kubwater Resources, Inc.	Communication & Transportation	271.28
Nextrust Inc	Communication & Transportation	346.88
AmeriGas	Utility Services	748.57
Century Link	Utility Services	2,021.54
Holy Cross Energy	Utility Services	7,847.12
Verizon Wireless, Bellevue	Utility Services	219.70
Brendle Group Inc	Professional Services	3,335.75
Garfield & Hecht, P.C.	Legal	193.50
Browns Hill Engineering	Repair & Maintenance Services	536.25
Diamond A Excavating	Repair & Maintenance Services	2,461.54
Utility Technical Services	Leak Detection	8,000.00
Inland Potable Services Inc	Storage Tank Maintenance	7,226.00
Eagle River Water & Sanitation District	Testing & Permits	275.00
SGS North America Inc	Testing & Permits	720.22
CDW Government	Computer Support	90.67
Executech Utah LLC	Computer Support	337.45
Best Electric	Contract Payments	1,944.00
Browns Hill Engineering	Contract Payments	2,972.00
Lewan & Associates	Contract Payments	298.01
PR Studio	Contract Payments	1,000.00
US Bank Equipment Finance	Contract Payments	374.71
Grand Junction Pipe & Supply	Violet Lane Water Line	44.85
Hobbs Excavating	Violet Lane Water Line	397,769.05
Hoffman, Parker, Wilson & Carberry PC	Violet Lane Water Line	214.50
Rail Pros Field Services	Violet Lane Water Line	17,330.00
MWH Constructors Inc.	Lower Basin Water Treatment	2,103,198.00
Schmueser, Gordon, Meyer Inc.	Lower Basin Water Treatment	43,644.48
Total WATER FUND		\$ 2,620,043.19

REFUSE FUND

Nexttrust Inc	Communication & Transportation	\$	346.88
Vail Honeywagon	Repair & Maintenance Service		88.00
Vail Honeywagon	Contract Services		47,740.12
Total REFUSE FUND		\$	48,175.00

SALES TAX CAPITAL IMPROVEMENTS FUND

Colorado Analytical Laboratories Inc	Professional Services	\$	564.00
JEV Construction Inc.	Construction		12,115.26
Nv5, Inc	Construction		595.00
Signature Signs Inc	Construction		355.50
UMB Bank	Debt Service		95,000.00
UMB Bank	Debt Service Interest		113,768.75
Total SALES TAX CAPITAL IMPROVEMENTS FUND		\$	222,398.51

CONSERVATION TRUST FUND

Norris Design, Inc.	Park Improvements	\$	5,436.25
Total CONSERVATION TRUST FUND		\$	5,436.25

OPEN SPACE FUND

Meritain Health	Health Insurance	\$	49.44
Fleet Services	Gas & Oil	\$	29.29
Executech Utah LLC	Computer Support		70.85
Total OPEN SPACE FUND		\$	149.58

TOTAL		\$	3,690,904.16
PAYROLL		\$	271,475.01
GRAND TOTAL		\$	3,962,379.17



To: Mayor and Town Board of Trustees

From: Brandy Reitter, Town Manager

Date: November 12, 2019

Agenda Item: THOR Temporary Construction Easement and Utility Easement Agreement

REQUEST: Staff is requesting the Board of Trustees review required easements needed for the construction and legal access of the THOR project on Town of Eagle property and right-of-way.

BACKGROUND: The Town entered into an agreement with Northwest Colorado Council of Governments (NWCCOG) for this project. The THOR project will bring high speed broadband service to the Town of Eagle. The broadband project consists of approximately 3,300 linear feet with approximately 1,300 linear feet within Town of Eagle property or right-of-way. The project will start north of Interstate 70 and will end at Town Hall (Meet Me Center). The project will consist of trenching, boring, utilizing existing conduit, and existing power poles to complete the project. The project is expected to start in the next week or two.

ANALYSIS: The Town needs to have easements for the construction and legal access for this broadband service. The easements are both Temporary Construction Easement and Utility Easement Agreement between Town of Eagle and NWCCOG. The Town's attorney created the easements, and they have been reviewed by both town staff and NWCCOG. These easements will provide NWCCOG legal access to the Town of Eagle Town of Eagle private property and rights-of-way starting from the Eby Creek Road / Highway 6 Roundabout to Town Hall. The remainder of the property is located in either Colorado Department of Transportation or Union Pacific Railroad right-of-way.

COMMUNITY INPUT: None required.

BUDGET / STAFF IMPACT: Impact to staff's time is will be minimal during the next two weeks of construction. The project budget was approved by the board. Establishing easements require minimal resources.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED: This proposal aligns with the following strategic objectives and/or business values:

Major Objective #7 Implement Priority Infrastructure Improvements – Installing more broadband infrastructure improves the town's ability to serve existing telecommunication businesses as well as providing a higher level of quality service to customers in the future. Broadband infrastructure is important to improve public safety.

RECOMMENDED ACTION OR PROPOSED MOTION: Motion to approve or deny Temporary Construction Easement and Utility Easement Agreement (roll call).

ATTACHMENTS:

1. NWCCOG_Temporary Construction Easement
2. NWCCOG_UtilityEasement

TEMPORARY CONSTRUCTION EASEMENT

THIS TEMPORARY CONSTRUCTION EASEMENT (the "Easement Agreement") is dated this ____ day of _____, 2019 (the "Effective Date"), by and between the Town of Eagle, Colorado, a Colorado municipality with an address of 200 Broadway, P.O. Box 609, Eagle, CO 81631 (the "Town") and Northwest Colorado Council of Governments, with an address of 249 Warren Ave., Silverthorne, CO 80498 ("Grantee") (each a "Party" and collectively the "Parties").

WHEREAS, the Town desires to grant a temporary construction easement for the purpose of installing broadband fiber cable beneath the surface of the property more particularly described in **Exhibit A**, attached hereto and incorporated herein by this reference (the "Property"); and

WHEREAS, the Town is willing to convey a temporary construction easement to Grantee for the aforesaid purposes on the terms and conditions set forth below.

NOW, THEREFORE, for and in consideration of the sum of \$10.00 paid by Grantee to the Town, the covenants of Grantee herein contained, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Grant of Easement. The Town hereby grants to the Grantee a temporary easement to enter, re-enter and use the Property for the following purposes:
 - a. To dig a trench that is approximately 110 feet in length as depicted on **Exhibit B**, attached hereto and incorporated herein by this reference;
 - b. To install conduit as necessary for the installation of broadband fiber cable as depicted on Exhibit B;
 - c. To install broadband fiber cable as necessary through existing conduits, the newly installed conduits, and aerially beneath and above the surface of the Property as depicted on Exhibit B; and
 - d. To perform any other acts necessary to protect Grand Avenue from damage resulting from the construction and installation of conduit infrastructure.
2. Grantee's Rights. Grantee shall have and exercise the right to ingress and egress in, to, over and across the Property for any lawful purpose needed for the full enjoyment of the rights granted by the Town to the Grantee hereunder.
3. Town's Rights. The Town retains the right to the undisturbed use and occupancy of the Property insofar as such use and occupancy is consistent with and does not impair any grant herein contained.
4. Grantee's Obligations. In exercising its rights under this Easement Agreement, Grantee agrees to the following:
 - a. Grantee shall cause any of the Property, including landscaping and fences, which is disturbed by Grantee to be returned to its original condition, or as near thereto as may be reasonably accomplished, all at the expense of Grantee or its contractors or agents.
 - b. Grantee shall not use the Property as a staging area for repair or maintenance activities, and no equipment shall be stored on the Property.
 - c. Upon completion of construction, Grantee shall restore the Property to substantially its pre-existing condition. If Grantee fails to restore the Property within 14 days after notice thereof from the Town, then the Town may do so at Grantee's expense.
5. Town's Obligations. The Town shall not interfere with Grantee's exercise of any of its rights under this Easement Agreement.

6. Term. This Easement Agreement shall terminate automatically and without further action on _____ (the "Termination Date").
7. Indemnification. Grantee agrees to indemnify, defend and hold the Town, its officers, employees, insurers, and insurer, harmless from and against all liability, claims, and demands, on account of any injury, loss, damage, costs or expenses (including without limitation reasonable attorneys' fees and court costs), or any other loss of any kind whatsoever which arise out of or result from its use of the Property, or any act, omission, condition, or other matter related to or occurring on or about the Property under this Easement Agreement.
8. Warranty. The Town warrants that it has the full right and legal authority to make the grant of this Easement Agreement.
9. Governing Law and Venue. This Easement Agreement shall be governed by the laws of the State of Colorado, and any legal action concerning the provisions hereof shall be brought in Eagle County, Colorado.
10. Modification. This Easement Agreement may only be modified upon written agreement of the Parties.
11. Integration. The foregoing constitutes the entire agreement between the Parties regarding the Easement Agreement and no additional or different oral representation, promise or agreement shall be binding on any of the Parties with respect to the Easement Agreement.
12. Governmental Immunity. The Town and its officers, attorneys and employees, are relying on, and do not waive or intend to waive by any provision of this Easement Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*, as amended, or otherwise available to the Town and its officers or employees.
13. Subject to Annual Appropriation. Consistent with Article X, § 20 of the Colorado Constitution, any financial obligation of the Town not performed during the current fiscal year is subject to annual appropriation, shall extend only to monies currently appropriated, and shall not constitute a mandatory charge, requirement, debt or liability beyond the current fiscal year.
14. Third Parties. There are no intended third-party beneficiaries to this Easement Agreement.
15. Severability. If any provision of this Easement Agreement is found by a court of competent jurisdiction to be unlawful or unenforceable for any reason, the remaining provisions hereof shall remain in full force and effect.
16. Notice. Any notice under this Easement Agreement shall be in writing and shall be deemed sufficient when directly presented or sent prepaid, first-class U.S. Mail to the Party at the address set forth on the first page of this Easement Agreement.

IN WITNESS WHEREOF, the Parties have executed this Easement Agreement as of the Effective Date.

TOWN OF EAGLE, COLORADO

Anne McKibbin, Mayor

ATTEST:

Jenny Rakow, Town Clerk/Treasurer

NORTHWEST COLORADO COUNCIL OF GOVERNMENTS

[Signature]
Nate Walowitz

STATE OF COLORADO)
) ss.
COUNTY OF Jefferson)

Subscribed, sworn to and acknowledged before me this 8th day of November, 2019, by Nate Walowitz as Broadband Director of the Northwest Colorado Council of Governments.

My Commission expires: 06-06-2021

(SEAL)

CAROL A. HUCKER
Notary Public
State of Colorado
Notary ID # 20174023913
My Commission Expires 06-06-2021

Carol A. Huckler
Notary Public

EXHIBIT A
Legal Description of Property

Parcel Number 1939-324-00-003; Section 32, Township 4, Range 84 PCLIN SE 1/4; also known as 105 Grand Avenue, Eagle, CO 81631

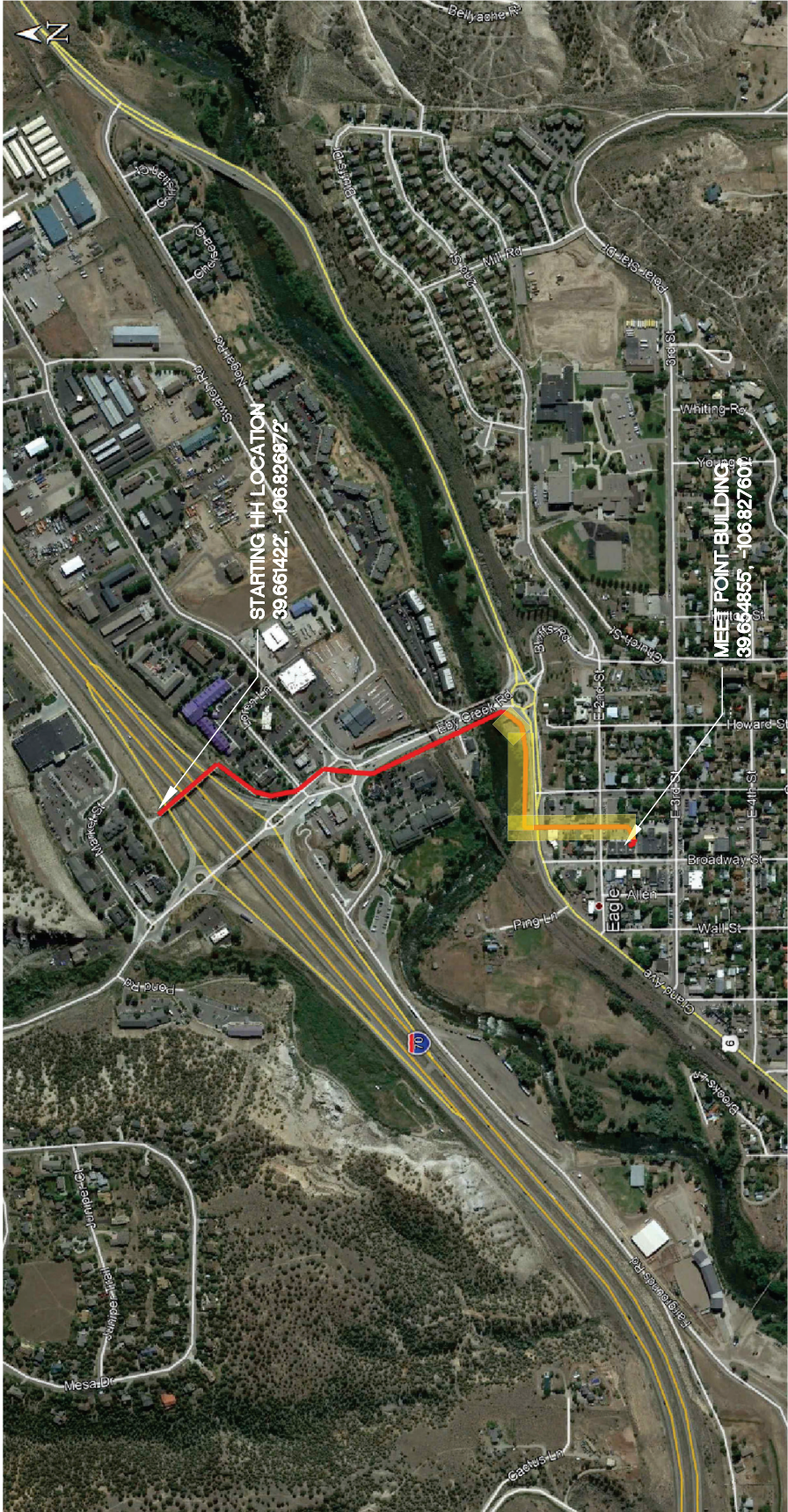
Parcel Number 1939-324-10-009; Eagle Block 20, Lot 13 - 18; also known as 200 Broadway, Eagle, CO 81631

EXHIBIT B
Depiction of Easement

PROJECT DESCRIPTION:
FROM CDOT MH ON NORTHSIDE OF I-70, BORE SOUTH ACROSS I-70. PLACE (3) 2" DUCTS E/W 3-CELL MAXCELL AND 96 FIBER (IN SAM DUCT). FROM END OF BORE, TRENCH (3) 2" DUCTS E/W 3-CELL MAXCEL AND 96 FIBERL TO CDOT HH ON SOUTH SIDE OF I-70. PULL MAXELL/FIBER THRU EXISTING DUCTS (HITTING 10 CDOT HHs). FROM LAST CDOT HH, PLACE NEW SELF SUPPORTING AERIAL FIBER AND TAKE 96 FIBER TO THE MEET ME CENTER BUILDING.

DESCRIPTION	UNIT	TOTAL
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PLACE 3-CELL MAXCELL IN CONDUIT	FOOT	2684
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PLACE MAMMOTH HH	EACH	1
COIL 96 FIBER IN MAMMOTH HH	FOOT	300
COIL 96 FIBER IN EX CDOT HH	FOOT	950
PLACE 96 FIBER UP/DOWN POLE RISER	FOOT	50
PLACE DOWN GUY ON EX HOLY CROSS POLE	EACH	2
PLACE SELF SUPPORT 96 FIBER IN EX 2" DUCT INTO MMC	FOOT	150
PLACE SPLICE CASE	EACH	1
SPLICE 96 FIBER	SPLICE	192

TOTAL BORE FOOTAGE: 275'
TOTAL CONDUIT FOOTAGE: 1522'
TOTAL MAXCELL FOOTAGE: 2684'
TOTAL UG FIBER FOOTAGE: 3684'
TOTAL SELF SUPPORT FIBER FOOTAGE: 719'



PERMIT(S) REQUIRED / MILE POSTS / SHEET #S
CDOT (070A) / MP 146.717 - MP.146.559 / SHT 03
CDOT (070F) / MP 0 - MP 0.333 / SHTS 03-04
CITY OF EAGLE / NA / SHT 05
HOLY CROSS ELECTRIC / 6 POLES / SHT 05

REV #	NOTE	INITIALS
1		
2		
3		

PROJECT THOR - EAGLE, CO (FIBER JOB)

DRAWN BY: DREW PAPPAS

PHONE: 970-980-6574

E-MAIL: DREW.PAPPAS@BONFIRE-EC.COM



PRINT ON TABLOID/ANSI B

SHEET #: 001 OF 005

ABBREVIATIONS

AVE	BOULDER VALLEY SCHOOL DISTRICT	AVENUE
BYSD	CATEGORY 5 ENHANCED	
CAT5E	CONTINUOUS FLOW METERING	
CFM	COMMUNICATIONS	
COMM	EQUIPPED WITH	
E/W	EACH	
EA	EASTBOUND	
EB	EDGE OF ASPHALT	
EOA	EXISTING	
EX	HANDHOLE	
HH	INTERSTATE	
I	INTERCHANGE	
1/C	INTERNET PROTOCOL	
IP	LIGHT EMITTING DIODE	
LED	LINEAR FEET	
LF	LUMP SUM	
LS	LEFT	
LT	MEGABITS PER SECOND	
MBPS	MANHOLE	
MH	MEET POINT HANDHOLE	
MMMP	MILEPOST	
MP	NORTHBOUND	
NB	NOT TO SCALE	
NB	OPTICAL AD/DROP MULTIPLEXOR	
NBS	PULL BOX	
ODADM	PROPOSED	
PB	ROAD	
PPR	RIGHT OF WAY	
RD	RIGHT	
ROW	RECEIVE	
RT	SOUTHBOUND	
RX	SMALL FORM-FACTOR PLUGGABLE	
SB	SHIELDED TWISTED PAIR	
SFFP	TRAVEL TIME INDICATOR	
STSP	TRANSMIT	
TTI	VARIABLE MESSAGE SIGN	
TX	VARIABLE SPEED LIMIT	
VMS	VARIABLE TOLL MESSAGE SIGN	
VSL	WEST OF	
VTMS	WESTBOUND	
WB		

LEGEND

EXISTING



CABINET



GROUND MOUNTED TRANSFORMER



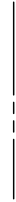
POLE MOUNTED TRANSFORMER



POWER CONDUIT



PULL BOX



ROW



SERVICE METER CABINET



TTI ANTENNA



VSL SIGN



EXISTING HOLY CROSS POLE



NEW MAMMOTH HANDHOLE 30"X48"X36"



NEW MAMMOTH CONDUIT



EXISTING HANDHOLE



EXISTING MANHOLE

		PROJECT THOR – EAGLE, CO (FIBER JOB)	
		DATE: 9/16/2019	
DESCRIPTION		UNIT	QTY
DRAWN BY: DREW PAPPAS			
PHONE: 970-980-6574			
E-MAIL: DREW.PAPPAS@BONFIRE-EC.COM			
SCALE: 1" = 100'			
ABBREVIATIONS AND SYMBOLS			
		ISSUE #: 1	
		SHEET #:	002 OF 005

UTILITY EASEMENT AGREEMENT

THIS UTILITY EASEMENT AGREEMENT (the "Easement Agreement") is dated this _____ day of _____, 2019, by and between the Town of Eagle, Colorado, a Colorado municipality with an address of 200 Broadway, P.O. Box 609, Eagle, CO 81631 (the "Town"), and the Northwest Colorado Council of Governments, with an address of 249 Warren Ave., Silverthorne, CO 80498 ("Grantee") (each a "Party" and collectively the "Parties").

WHEREAS, Grantee desires to acquire an easement for the purpose of the installations, operation, and maintenance of broadband fiber cable, and appurtenant utility facilities on and through the property more particularly described in **Exhibit A** (the "Easement Property") and as depicted in **Exhibit B**, attached hereto and incorporated herein by this reference; and

WHEREAS, the Town is willing to grant an easement to Grantee for the aforesaid purposes on the terms and conditions set forth hereinbelow.

NOW, THEREFORE, for and in consideration of the sum of \$10.00 paid by Grantee to the Town, the covenants of Grantee herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Grant of Easement.** The Town hereby grants and conveys to Grantee a utility easement on, under, and through the Easement Property, for the following purposes:

a. The installation, operation, and maintenance of one 0.626-inch diameter AFL AF-5839LT-096 (M) Medium storm load broadband fiber cable, and appurtenant utility facilities; and

b. The rights of ingress and egress, consistent with this Easement Agreement, for the installation, operation, and maintenance of the broadband fiber cable, and appurtenant utility facilities consistent with this Easement Agreement.

2. **Operation and Maintenance.** The installation, operation, and maintenance of the broadband fiber cable and appurtenant utility facilities within the Easement Property shall be the responsibility of Grantee.

3. **Retained Rights.** The Town retains the right to the undisturbed use and occupancy of the Easement Property insofar as such use and occupancy is consistent with and does not impair any grant herein contained.

4. **Covenants of Grantee.** Grantee hereby represents, covenants and warrants in favor of the Town, and its successors and assigns, as follows:

a. Grantee shall cause any of the Easement Property, including landscaping and fences, which is disturbed by Grantee during Grantee's activities on the Easement Property to be returned to its original condition, or as near thereto as may be reasonably accomplished, all at the expense of Grantee or its contractors or agents.

b. Grantee shall protect the Easement Property, from damage caused, in whole or in part, by acts or omissions of Grantee, its employees, agents, contractors, subcontractors, assigns, lessees, licensees and agents.

5. **Abandonment.** Grantee hereby agrees that, should the installed broadband fiber cable and appurtenant facilities become obsolete or are otherwise abandoned by Grantee, Grantee shall remove, at its own cost, such broadband fiber cable and appurtenant facilities within 30 days of written notice from the Town.

6. **Relocation.** Grantee hereby agrees that, should the Town determine that the installed broadband fiber cable and appurtenant facilities require relocation to accommodate a public project, Grantee shall relocate, at its own cost, the fiber cable and appurtenant facilities within 30 days of written notice from the Town.

11/8/2019

\\EFR-AD\ADMIN_USERS\$\CHUCKER\DOWNLOADS\THOR UTILITY EASEMENT-A110619 (1).DOCX

7. Hold Harmless. Grantee agrees to hold the Town, its officers, employees, insurers, and insurer, harmless from and against all liability, claims, and demands, on account of any injury, loss, damage, costs or expenses (including without limitation reasonable attorney fees and court costs), or any other loss of any kind whatsoever which arise out of or result from its use of the Easement Property, or any act, omission, condition, or other matter related to or occurring on or about the Easement Property under this Easement.

8. Warranty. The Town warrants that it has the full right and legal authority to make the grant of this Easement Agreement.

9. Governing Law and Venue. This Easement Agreement shall be governed by the laws of the State of Colorado, and any legal action concerning the provisions hereof shall be brought in Eagle County, Colorado.

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13. Subject to Annual Appropriation. Consistent with Article X, § 20 of the Colorado Constitution, any financial obligation of the Town not performed during the current fiscal year is subject to annual appropriation, shall extend only to monies currently appropriated, and shall not constitute a mandatory charge, requirement, debt or liability beyond the current fiscal year.

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IN WITNESS WHEREOF, the Parties have executed this Easement Agreement as of the Effective Date.

TOWN OF EAGLE, COLORADO

Anne McKibbin, Mayor

ATTEST:

Jenny Rakow, Town Clerk

**NORTHWEST COLORADO COUNCIL OF
GOVERNMENTS**



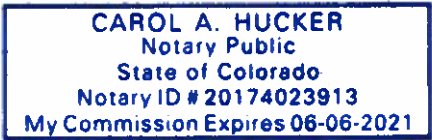
Nate Walowitz

STATE OF COLORADO)
) ss.
COUNTY OF Jefferson)

Subscribed, sworn to and acknowledged before me this 8th day of November, 2019, by Nate Walowitz as Broadband Director of the Northwest Council of Governments.

My commission expires: 06-06-2021

(S E A L)



Carol A. Hucker
Notary Public

EXHIBIT A
Legal Description of Property

Parcel Number 1939-324-00-003; Section 32, Township 4, Range 84 PCLIN SE 1/4; also known as 105 Grand Ave, Eagle, CO 81631

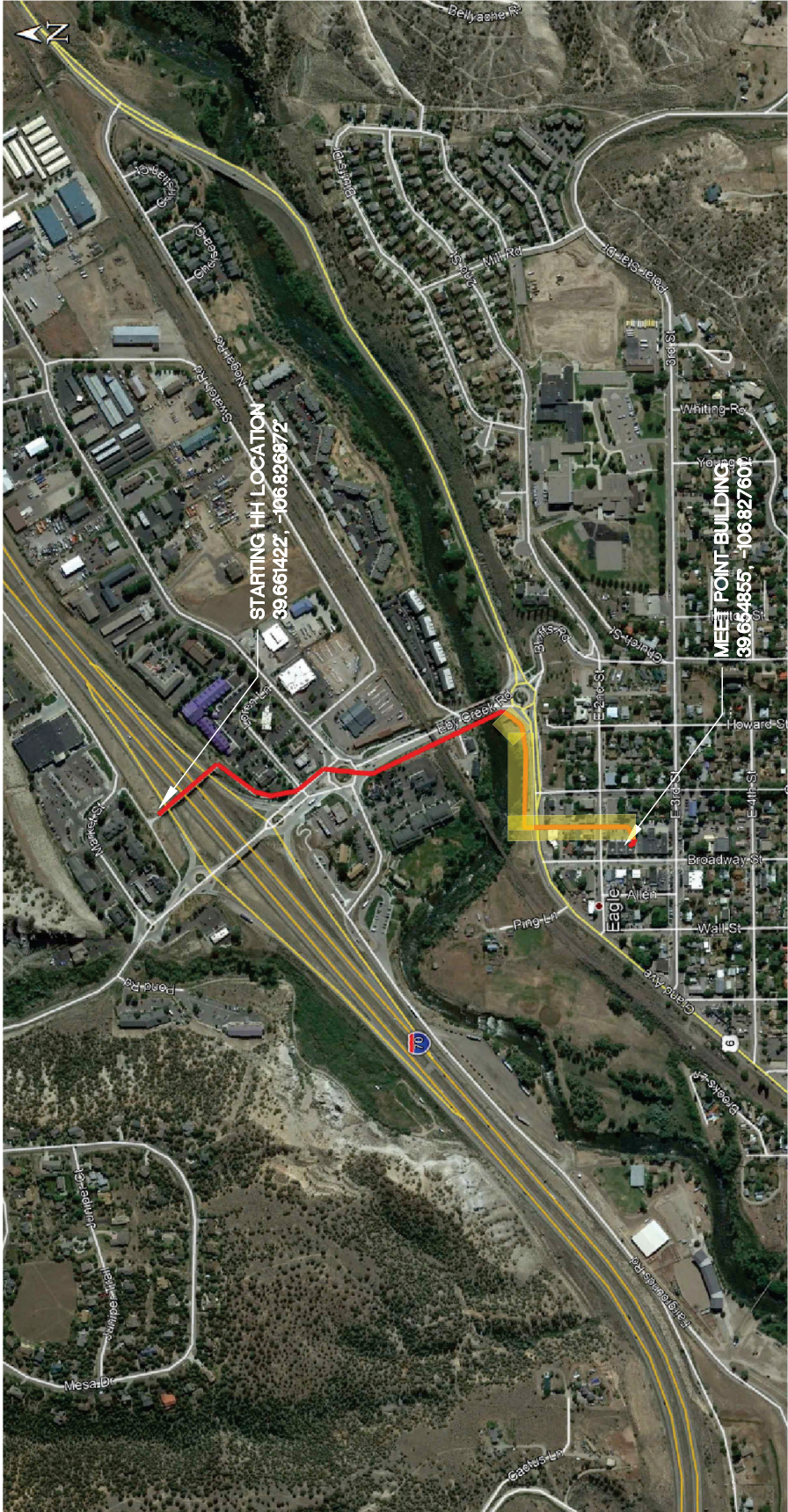
Parcel Number 1939-324-10-009; Eagle Block 20, Lot 13 - 18; also known as 200 Broadway, Eagle, CO 81631

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Depiction of Easement

PROJECT DESCRIPTION:
FROM CDOT MH ON NORTHSIDE OF I-70, BORE SOUTH ACROSS I-70. PLACE (3) 2" DUCTS E/W 3-CELL MAXCELL AND 96 FIBER (IN SAM DUCT). FROM END OF BORE, TRENCH (3) 2" DUCTS E/W 3-CELL MAXCEL AND 96 FIBERL TO CDOT HH ON SOUTH SIDE OF I-70. PULL MAXEL/FIBER THRU EXISTING DUCTS (HITTING 10 CDOT HHs). FROM LAST CDOT HH, PLACE NEW SELF SUPPORTING AERIAL FIBER AND TAKE 96 FIBER TO THE MEET ME CENTER BUILDING.

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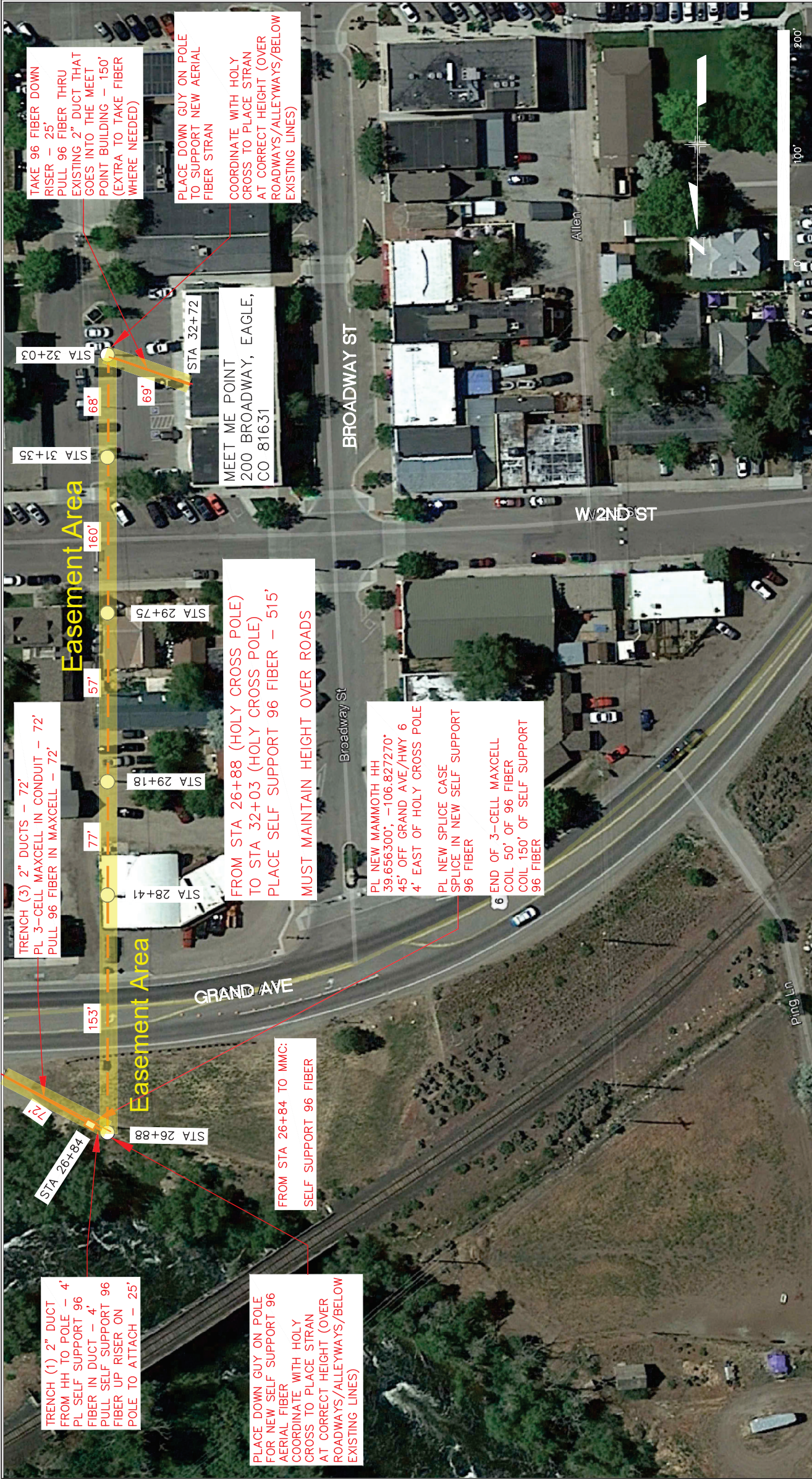


PERMIT(S) REQUIRED / MILE POSTS / SHEET #S
CDOT (070A) / MP 146.717 - MP.146.559 / SHT 03
CDOT (070F) / MP 0 - MP 0.333 / SHTS 03-04
CITY OF EAGLE / NA / SHT 05
HOLY CROSS ELECTRIC / 6 POLES / SHT 05

REV #	NOTE	INITIALS
1		
2		
3		

PROJECT THOR - EAGLE, CO (FIBER JOB)
DRAWN BY: DREW PAPPAS
PHONE: 970-980-6574
E-MAIL: DREW.PAPPAS@BONFIRE-EC.COM
PRINT ON TABLOID/ANSI B





		PROJECT THOR – EAGLE, CO		DATE: 9/16/2019		
		DRAWN BY: DREW PAPPAS		ISSUE #: 1		
		PHONE: 970-980-6574				
		E-MAIL: DREW.PAPPAS@BONFIRE-EC.COM				
		SCALE: 1" = 20'				
		FIBER LATERAL JOB				SHEET #: 005 OF 005



To: Mayor and Board of Trustees

From: Brandy Reitter, Town Manager

Date: November 12, 2019

Re: Town Manager Report

Administration & Organization

Staff continues to work on follow up from the BOT meetings. Included are a list of items that that staff is tracking this month and December.

- Short-term rental policy research
- Tobacco licensing program
- Community and MEAC requests
- 2020 Budget

Town is kicking off the work the home rule charter commission is doing on Wednesday night. Staff has been preparing for several weeks. The Charter Commission is formal, and staff will support them like the BOT and P&Z. All of the material for the commission meetings can be found on the town's website: <https://www.townofeagle.org/773/Agendas-Minutes-and-Packets>. Now that town isn't running a ballot question, employees and trustees can discuss home rule.

The next Source Water Protection Planning meeting with stakeholders is November 14. At this meeting, the group will identify contaminants in the upper and lower basins as well as intake structures. They will prioritize the hazard levels and how to prevent and mitigate contaminants.

Town is working with the Climate Action Collaborative on a few items:

- The CAC has asked town to participate in a pilot program to benchmark buildings over 10,000 sq ft. for energy efficiencies. They want to start with a few partners before they roll the program out to the public and private sectors. The pilot starts in 2020.
- Town is working with the CAC to coordinate a Renewable Purchasing Event at Bonfire Brewery on December 5. Anyone who purchases renewable energy through Holy Cross's 100% Renewable Energy (PuRE) program will receive a slice of free pizza from Pickups Pizza.

Marketing & Events

Staff is still working on coordinating the MEAC and Community Support requests. A link will go out to the board by the end of November 15 for the review of grants. The review of results are scheduled for December 10. Last year, the BOT reviewed grants the last meeting in November. Since that meeting was cancelled, the schedule for review was pushed to December. The BOT will see the results of the MEAC funding requests at the same meeting.

Economic Development, & Planning

Economic Vitality Initiatives

West Eagle – It's been a while since this project has been discussed. Staff is in the process of including the West Eagle subarea planning into the update of the comprehensive plan. Eagle County requires an updated vision for the property and combining the efforts is more efficient. Staff is working with Eagle County on the next steps to begin planning for development of the property.

Benchmarking Economic Development – Now that town has some projects either approved, constructed, or in the pipeline, benchmarking is going to be important. Staff is in the process of developing data points to track to see if public and private economic development initiatives are achieving positive outcomes. At some point staff will plan an economic development discussion with the BOT. This will illustrate all the initiatives that are working together to improve our economy.

Broadband – There are several updates on broadband in Eagle:

THOR:

- Bonfire Broadband has started the construction of THOR. Last week they began trenching and splicing fiber along I-70. The construction will be finished over the next two weeks. Town Hall will have fiber by the end of the month.

Feasibility Study:

- Last week was broadband week in Eagle. Uptown conducted focus groups over two days, updated the broadband committee on survey results, and hosted a breakfast with the Chamber on how town's initiatives are moving along. Over the next month, staff will finalize the proforma and business case. Staff will present the findings in December or January.

Art Wall & Mural - The process continues to move along on this project. The next steps are:

- The selection committee is meeting this Thursday evening to conduct interviews of the artists who were asked to create an example of what they would propose on the art wall. The committee will hopefully decide on who to award the project to this week.

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

- November 12 – Economic Vitality Committee meeting
- November 13 – Charter Commission meeting
- November 14 – Art Wall Selection Committee meeting

Reminders – *Updates on events or meetings that might be of interest to the Board of Trustees.*

- November 14 – Source Water Protection Planning at Town Hall from 1 PM – 3 PM.

Sincerely,



Brandy Reitter
Town Manager



To: Mayor and Town Board of Trustees

From: Brandy Reitter, Town Manager and Department Leads

Date: November 12, 2019

Re: Department Updates for October 2019

TOWN CLERK

Communications Committee (PR Studios, Jessica Lake, Erin Ivie, Bill Shrum)

- 10/3/2019 Eagle Today content review
- 10/16/2019 Eagle Today Sent out
 - Charter Commission
 - Yard Waste
 - Broadband
 - Halloween
- 10/17/2019 Discussion regarding transitions for Town Staff on communications for 2020

Licenses

- BUSINESS: Issued two new Business Licenses in October; YTD: 429 Licenses issued
- LIQUOR:
 - Renewal Casa Mexico - Hotel and Restaurant
 - Renewal Expert Burger – Hotel and Restaurant
 - Renewal 7 Hermits Brewing Company – Brewery
 - New License Meeting for Luigi's location

Website – www.townofeagle.org

- Ask the Town questions: 6 (all questions are responded by the Town Clerk or appropriate staff)
- Topics:
 - Broadband Questions
 - Utility Transfer
 - Storage Unit Question
 - Eagle County Building Permit Question
 - Marriage License
 - Gas Meter Question
- Extended and Closed Charter Commission Application on October 18th

Meeting Attendance and Prep

- October 2 Eagle Vision 20/20
- October 7 and 21 Department Lead Meetings
- October 8 and 22 Regular Town Board Meetings
- October 29 Special Town Board Meeting

Training

- October 16-18 Colorado Municipal Clerk's Association Annual Conference Durango
 - Sessions Attended:
 - Mayor, Manager, Clerk
 - If a Shark Eats You on Vacation, Who Will Do Your Job? (Succession Planning)
 - 2019 Legislative Update
 - Municipal Court – Best Practices and Management
 - Public Engagement
 - Best Practices Round Table
 - 20 Ways to Improve Cybersecurity – At Work and At Home
 - Durango Silverton Train Ride to Dinner
 - Super scary drive over Red Mountain Pass

Department Support/Other

- Hockett Gulch Referendum review

MUNICIPAL COURT

- Court Dates October 8 and 22

October Fines and Fees Collected: \$3,450.00

October Dispositions (Court Appearances)

Animal Control	3
Misdemeanor	9
Parking	4
Traffic	17
Total	34

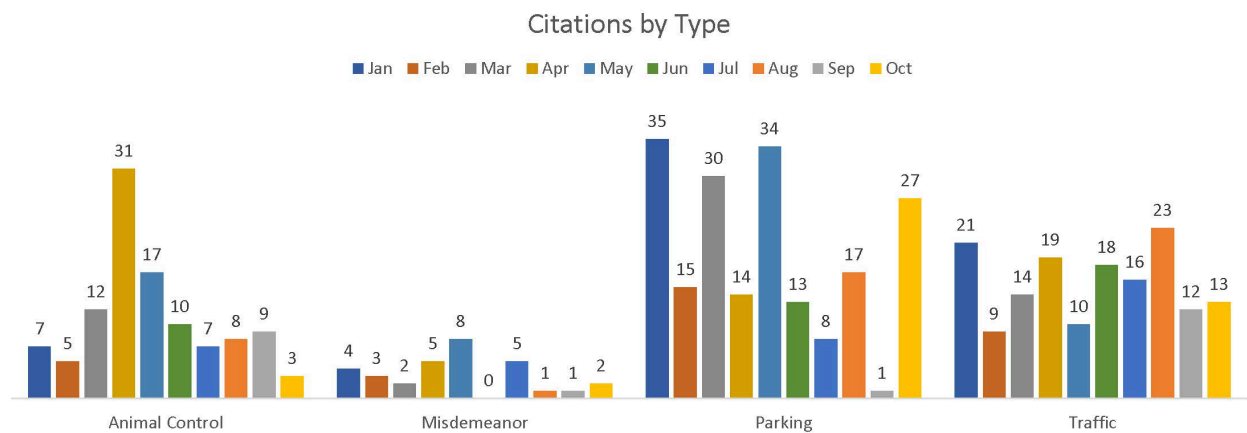
Outstanding Fines and Fees by Date:

Current	\$1,888.25
1-30 Days Past Due	\$290.00
31-60 Days Past Due	\$95.00
61-90 Days Past Due	\$65.00
91-180 Days Past Due	\$1,445.00
Over 180 Days Past Due	\$23,556.28
Total	\$27,339.53

Receivable Budget YTD

2019 Budget	\$45,000.00
Year to Date	\$36,651.95
Variance	\$8,348.05

Eagle Municipal Court



EAGLE POLICE DEPARTMENT



Calls for Service- 907 (July 2018 =968 ; July 2017 =970)

Events- CHSCL Conference Championships (mountain bike races), Brush Creek Park Pumpkin Patch, National Coffee with a Cop, BCES Cultural Event, Trick or Treat Street, Halloween Safety, Coat Drive and preparations for the November food drive.

Notes- This month, EPD responded to several unknown 911 calls, mental health incidents, intoxicated subjects, fights, drugs, harassments, juvenile problems, medicals, domestic violence scenes and suicidal subjects. Assists for other agencies appeared to have increased this month.

EPD continues to focus on community-oriented policing activities. Response to community service requests in designated areas continues to remain a priority as well. Business checks, vacation home checks and security patrols continue within the confines of available staff.

All law enforcement agencies in Eagle County were trained in our new records management system, which went "live" on October 28, 2019. Executive Assistant Erin Ivie lead this cause for the Eagle Police Department. Agencies are in the process of coding and building data. Once complete, this should provide for enhanced data assessments and calls for service analysis. This will be an on-going project for EPD as we build our knowledge in this new system.

Summary of Investigations and Other Notes of Significance-

1st Degree Trespass x2. Yeti cooler stolen from vehicle and a multi-tool in another. Leads exhausted.

Agency Assist. Assisted CSP with I-70 closure for approximately 40 minutes due to crash involving a gas leak.

Agency Assist. Assisted GEFPD – electrical fire at local restaurant.

Agency Assist. CSP had felony eluding subject on I70 exit Eagle. A trooper pulled in front of the vehicle. Driver was arrested.

Agency Assist. EPD backed-up ECSO in Dotsero for a domestic in progress, due to the availability of one deputy for the call.

Crash. Rollover near the Eagle bridge. Occupants escaped injuries. Driver summonsed for no insurance and restrained license.

Dangerous Dog. Animal Services working to locate owner and animal.

Disorderly Juveniles. Information gathered and referred to DHHS, as they have other cases pertaining to these minors.

Disturbance. Minors fighting at a local park. Involved parties were siblings. Referred to DHHS due to previous cases.

Domestic, Assault, Child Abuse, Etc. Subject arrested.

Domestic, Assault, False Imprisonment, Etc. Subject located and arrested.

Domestic, Assault. Subject located the following day. Arrested.

Domestic, Protection Order, Etc. Subject located and arrested.

Drugs. Suspicious vehicle at a business led to the arrest of driver for methamphetamines and other related charges.

DUI Crash. Driver attempted to flee. Victim got him to stop. Driver who caused the crash arrested for felony DUI (6 priors).

DUI Hit & Run. Vehicle exiting local bar hit another vehicle. Subject was identified and noted to have consumed liquor. Pending.

DUI Prevented. Local bar staff reported patron walking to car. EPD contacted as he was entering car. Provided a ride to hotel.

DUI. REDDI report led to the contact and arrest of a driver who was about to get on I70 from Eagle.

DUI. Vehicle stopped for driving without headlight on at night. Driver was impaired and subsequently arrested for DUI.

DUR X4. Summonses issued.

Family Mediation. Sgt. Rich provided advice to a minor regarding rules set in place by step-dad.

Felony Assault on Peace Officer, Etc. Subject called in by Avon PD with warrant. He fought and was Tased. Injured EPD officer.

Fight. At local liquor establishment, one subject summonsed and permanently trespassed from establishment.

Fight. Two subjects got into a physical altercation at a local liquor establishment. Both summonsed following an investigation.

Found Child. EPD reunited a child with his family after being found wondering around a local restaurant.

Fraud. Report taken. RP transferred to TX investigator, as identification was reported to have been fraudulently used there.

Illegal Weapons. Traffic stop yielded to discovery of various weapons, including throwing stars, brass knuckles, etc. Summonsed.

Impaired Adult. Subject taken to medical center due to hallucinations.

Internet Harassment. Subject identified. Under investigation.

Internet Luring. Phishing attempt regarding an internet social media account opened by a minor.

Mental Health x3. Co-responder services rendered for these calls.

Missing Adult. Located by Vail PD at the Vail Transportation Center.

Protection Order Violation. Subject located and transported to medical center for evaluation. Filed with DA.

Sex Offender. Warrant issued and EPD along with ECSO is actively looking for a sex offender after he failed to register.
Suicidal Adult. Transported to hospital.
Suicidal Juvenile x3. First juvenile found at school. Second and third found at home. Co-responder services rendered.
Trespassing. A second property owner near our water park wants to step up enforcement for people on the shore/island.
Vehicle Theft. Owner of vehicle discovered son had stolen it. Son was already on probation. Sent through to DA for diversion.
Warrant. Officer observed male with outstanding warrant at gas station. Arrested. Family member was called to pick up car.
Warrant. Stopped for fictitious plates, driver was arrested on an outstanding dangerous drugs warrant.
Warrant. Subject wanted on outstanding local warrant located in Gypsum by EPD. Arrested.
Warrant. Suspicious & intoxicated adult contacted on bike path. Arrested on two outstanding felony warrants.
Warrant. Traffic stop for an infraction resulted in the arrest of the driver for an outstanding warrant.
Warrants. Separate calls for service: two subjects contacted at 50 Chambers and arrested on outstanding warrants.

Noteworthy Items- Officer D. Sriver and Officer J. Sanders were awarded Eagle Police Department Life Saving Awards this month for their efforts to resuscitate individuals on the brink of death from opioid overdoses, during separate calls for service in September. Their quick response and decisive action were key factors with initiating and maintaining basic life support until critical care teams arrived.

Officers assisted with several events this month! EPD officers working the events received several complements and "thank yous" for helping out (note events at top of this form).

All EPD officers were assigned to the Traffic Incident Management training classes, hosted by Colorado State Patrol. It was the goal of all Eagle County municipal agencies to have their sworn members trained prior to the end of the year. The class emphasized on safety, communication, operational management and investigations of crash scenes, with a focus on highway and interstate techniques.

An EPD officer was "saved by two cowgirls" after he was called to a complaint of two horses that showed up in a residential neighborhood. The horses took it upon themselves to graze in the front yards while leaving evidence of their consumption habits on neighborhood lawns. As described by the officer, "two nice ladies happened to be driving by" and stopped to ask if they could be of assistance. Both "nice ladies" had just finished riding horses and were headed home. They had all the equipment to corral the horses which allowed our officer time to locate the owners of the stray animals.

EPD continues to further leads, contact academy personnel and advertise for the available patrol officer position. EPD continues to host oral boards and testing. Both EPD and ECSO have shared their thoughts regarding the difficulties in recruiting in our area. EPD continues to search for a great fit for our community and for our team!

EPD asked Eagle Ranch HOA to provide snow route parking fliers to all Village Homes homeowners in anticipation for the snow. Officers have been placing fliers on vehicles in certain areas of Village Homes as reminders. As snowy weather moves in, EPD will revert back to its general philosophy of providing a written warning for first time parking violators and snow route parking fines for repeat offenders.

Great service and positive comments continue to be observed and/or communicated to management staff. These have included (but not limited to) service calls where officers have pushed a car into a safe area, found rides for impaired and needy adults, assisted with school fire drills, aided with events and helped out on medical calls. One officer even got creative and tied glowsticks onto a bicycle after the bicyclist's rear light stopped working, which was met with praise.

Funny call of the month: "Wanna' bet?" A subject called the police department and explained to the officer that he just made a \$500.00 bet with his friend that you could turn left onto Highway 6 from northbound Capitol. Evidentially, the caller wasn't upset when he found out that he lost the bet.

A homeowner called the police department to express their frustration with the loud mountain bike event. The homeowner felt our community has a "double standard" because events can be loud and occur on Sundays, yet the Town Code doesn't allow for any construction noise.

County Court — Available upon request.

Local and Regional Calls for Service — Available at Dispatch

ASSISTANT TO THE TOWN MANAGER

- So far this year: wrote applications for \$171,415 in grants; \$56,750 awarded.
- Attended ICMA in Nashville and the Rocky Mountain Leadership Conference. ICMA registration provided online viewing of any presentation for 1 yr, which I shared with Town Staff.

Economic Vitality and Development Work

- The Outdoor Innovation Summit was roundly considered a success by everyone who attended. A potential title sponsor has approached the Town about hosting another event Oct. 2020.
- The Outdoor Innovation Summit, and Eagle in general, was mentioned by multiple speakers at a Venture Funding and Entrepreneurship Conference in Silverthorne Oct. 16th.
- The Economic Vitality Committee is changing their meeting times to the second and fourth Thursday of the month at 4pm.

Downtown Broadway – DCI Community Assessment

- The Second Fridays ARTWalk in Downtown is celebrating its one year anniversary Friday Nov. 7th and has grown substantially since its first event.
- DCI is hosting an immersive and art workshop in Eagle December 12th at 4pm in Town Hall. Brian Corrigan and other artists with experience in art installations like Meow Wolf will work with local artists to bring temporary installations to vacant storefronts along Downtown Broadway during the first quarter of 2020.

Project THOR

- Handholds at I-70 deployed and fiber prepped for CDOT splicing Nov. 5th. Work in Town to be completed by Nov. 15th bringing the Meet Me Center to Town Hall.
- Easement agreements have been executed for Northwest Colorado Council of Governments to allow right-of-way work to commence in Town right-of-way along Grand ave and in the alley between Capitol and Broadway.
- The broadband committee meeting took place Nov. 4th with light attendance. The presentation slides detailing results from the community survey presented at the committee meeting are posted online on the Town's Broadband page.
- Uptown Services and I presented at the Eagle Chamber Breakfast series on Nov. 5th. We reviewed the results of the community survey clarified the process of the study.

Alpine Lumber Art Wall on Eby Creek Road

- The final selection for the work that will be presented on the art wall is scheduled to happen at the next selection committee meeting Thursday, Nov. 14th at 4pm.

Pool-Ice Rink Recreation Campus Master Plan Process

- A more detailed financial summary of the proposed Option 2 plan "Woonerf" is being modeled and prepared for a presentation to the community in November for additional feedback around utilization and prioritization.
- The final report and summary of all community feedback is expected in Dec/Jan.

PUBLIC WORKS

LBWTP Construction

- Form, Rebar, and Pour Upper Level Decks in Water Treatment Plant
- Conduit Install in Slabs
- Plumbing Install in Slabs.
- Form, Rebar, and Pour WTP Concrete Beams
- Winter Protection

Next four weeks:

- Continue forming and rebar install of Slab Decking and Beams in Treatment Building
- Install Water Proofing Coating on Lower Level of the Water Treatment Building
- Backfill Water Treatment Building
- Wreck Shoring from Basement Level of WTPB
- Winter protection

Cemetery Tank

- Construction documents are being developed

Violet Lane Water Line

Construction:

- Construction complete. Final payment will be issued in approximately two weeks.
- Budget \$1.57M. Final Project Cost \$1.37M.

Public Works Staff

- Sweeping streets
- Source Water Protection Plan Stakeholder meeting is scheduled for Wednesday, November 13th
- Water Efficiency Plan – Draft Plan is under review by stakeholders
- RRFB's on Chambers Ave & Eby Creek "flashing lights" are being installed Friday, November 8th
- THOR Project construction within the next two weeks
- Yard waste facility hauling leaf and grass streams to compost facility. Closing for the season Nov. 17th
- Fleet Management has started winterization of all TOE vehicles

Upper Basin Water Treatment Plants

- Installation of generators at both Pre-Treatment and Treatment Water Plants

Grand Avenue Study

- Began initial RFP document in the summer 2019

COMMUNITY DEVELOPMENT DEPARTMENT

The following provides a summary of the primary activities and/or project updates of the Community Development Department (please note, this is not all-inclusive):

CURRENT PLANNING PROJECTS

- Pre-Apps (meetings held every Thursday afternoon) and follow-ups to pre-apps:
 - 2 Annexations
 - 2 Mixed-Use Projects in Broadway District
 - 2 Eagle Ranch Neighborhood Center Projects
 - 2 Special Use permits
 - 1 Commercial Project in Broadway District
 - 1 Residential Subdivision Plat
 - 1 Commercial Project in North Interchange Area
 - 3 Prelim/Final Plats
 - 3 Rezoning
 - 1 Variance Request
- Development Review Process:
 - Chambers Ave East Major Dev permit and Subdivision
 - 410 Broadway mixed-use project
 - 106 Broadway mixed use project
 - Medical Marijuana Store Special Use Permit
 - Special Use 1-yr Review, preschool
 - Lot Line Adjustment 4th of July Road
 - Appeal of Admin Decision
- Recent Development Permits Issued:
 - 700 Chambers Ave Lots 3 & 4
 - Chambers East Warehouse Building
- Code Interpretation presented to Town Attorney for review and consideration regarding non-conforming uses and related accessory uses and structures (concurred)
- RED Development Property – review of past approvals, determining status of any vested rights/entitlements, working with property owner next steps to better position property for marketing, considering sub-area plan development and DOLA grant to fund.
- Continued work on RMR; site visit with owner; PUD Guide work
- Brush Creek Road Extension work/project coordination; meetings with PW, CDOT, County, Developer
- Code enforcement as allowed: Notices issued on 3 properties; 1 issue closed.
- In progress: Assessing Development Review process and working towards improvements and clear expectations for internal staff external customers/development community.

LONG-RANGE PLANNING/SPECIAL PLANS

- Elevate Eagle and Land Use Code Update project management
 - Bi-weekly phone conferences with consultant
 - Steering Committees met Sept 30th
 - Review of Draft plan chapters 1-4, and Draft LU Map recommendations
 - Revised draft plan including chapter 5 to be provided to staff/committees by Nov 8th.
 - Comp Plan anticipated final approval Feb 2020.
 - Land Use Code anticipated approval June 2020 (realistically, will take all of 2020). Code and Development Review Process Modernization.

- Hwy 6 Corridor Plan RFP schedule: RFP to be developed by contract engineer Fall 2019 and distributed with intent of Plan being done in 2020.
- Pool & Ice Rink Master Plan.
- Fairgrounds Master Plan discussions with County (form committee, master plan, annexation consideration)
- Working with County on West-Eagle Sub-Area/County Affordable Housing Property Plans (incorporating into comp plan; working on process for annexation and site development).

ECONOMIC DEVELOPMENT EFFORTS

- Economic Vitality Committee bi-weekly meetings. Business Retention Efforts getting underway.
- Working with venture funds and developing a prospectus on Eagle for marketing.
- Continue working with Broadway Leadership Group and Assistant to Town Manager on downtown development.
- Outdoor Rec/Innovation Summit (Oct 14th). Played a major role in Summit planning, summit event, and now into follow-up and moving ahead. Event was a huge success. Many initiatives moving ahead now and into 2020 as a result. More to come.
- Work collaboratively with Assistant Town Manager on economic development efforts.
- Worked with DCI on Downtown Community Assessment; awaiting report from DCI with action items (mid-November)

CODE UPDATES/POLICIES

- Items of Consideration prior to full Land Use Code Update: Mobile Vendors, Air B&B's/short-term rentals, Camping, Parklets, outdoor furniture/seating on public r-o-w along Broadway.

ADMINISTRATIVE

- Held two in-person interviews for Planner II/III position, no luck. Modified job posting/announcement and reposted in multiple places late October.
- Finalization of Comm Dev 2020 Budget.
- Working with existing staff on job description updates.
- Performance self-evals due; review staff evals; prep for year-end evals.
- Attended APA Colorado state conference
- AICP CM courses – ethics course; Colorado outdoor environment in Denver; DCI downtown workshop in Manitou Springs

MISCELLANEOUS

- EQR Table Implementation Project – to TBOT in September.
- Use Tax analysis work with Staff and Town Manager
- Bluffs traffic issue – coordinated with transportation consultant, school district, HOA, police dept to address traffic concern
- Assist Building Inspector with interps as needed
- Need to Draft Haymeadow & RMR Reimbursable Agreement Updates
- Review addressing policy and procedure.
- Committee/Major Meetings: P & Z Commission, TBOT, Economic Vitality Committee (bi-monthly), Downtown Business Alliance, Monthly meetings with Eagle Ranch HOA, Monthly meetings with Eagle County Comm Dev Director; Bi-monthly Dept lead meetings, weekly check-ins with Town manager, weekly comm dev staff meetings

NEXT MONTH/UPCOMING COMM DEV

- Pre-Apps and follow-up work on existing pre-apps as they prepare for submittal (annexations, development reviews, rezonings, subdivisions, variance, etc)
- Economic Development – Business Retention Survey review and establish process. Continue bi-monthly meetings with EVC.
- Work on Econ Dev Strategy for town; identify economic Development Tools for Town
- Grant to Dola for sub-area plan for RED Development site; develop RFP for sub-area plan process
- Grant to State for feasibility study for Outdoor Rec & Tech Center (follow-up from Summit)
- Other Outdoor Innovation Summit follow-up
- Begin business retention visits.
- Comprehensive Plan final draft document review.
- Work with consultant on Land Use Code Update – get process moving
- Work with County on Affordable Housing property/west eagle area
- Work with County – Fairgrounds Master Planning status
- Committee/Major meetings: P & Z Commission 11-5 & 11-19; TBOT 11-12 & 11-26, special TB 11-21; Pre-App mtgs every Thursday afternoon; Downtown Business Alliance 11-6; EVC Meeting 11-21; comp plan coordination calls 11-12 & 11-26; County Comm Dev 11-14; weekly check-ins w/Town Manager; weekly Comm Dev staff meetings; bi-monthly dept lead meetings;
- Opportunity Zone info session with Town of Avon, 11-14.
- Attend School Board meeting on pool & ice rink plan; continue work with Mountain Rec on plan.
- Work with new town engineer firm on dev review process
- Planner II/II recruitment, app reviews, interviews
- Work with Planning & Zoning on roles/responsibilities/expectations, set up potential informational session w/State
- Staff Eval work

BUILDING DEPARTMENT

- General coordination of contractors and projects
- Participation in Development Review Team meetings as needed
- Plan review and inspection services for pending and active permits
- Refine processes and procedures
- Work with the Town of Gypsum Building Department for Electrical Inspection Services
- 92 electrical inspections completed in September and October 2019

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 2019						
	July 2019	August 2019	Sept 2019	Oct 2019	YTD 2019	YTD 2018
Number of Inspections	213	240	191	160	1449	907
Number of Permits Requiring Plan Review	14	14			*	*
Number of Building Permits	25	18	24	22	205	226*
<i>ALL Commercial</i>	6	0	3	0	25	10
<i>SF Detached Residential</i>	0	2	1	2	11	17

<i>Multi-Family & Attached SF Residential</i>	0	0	2	8	22	17
<i>Residential Remodel/Addition/Basement Finish</i>	11	15	18	12	132	30

*YTD Plan Review Data Unavailable

* 2018 YTD data reflects separate MEP permits included in permit count (total of 140 as of August 2018)

- Major Construction Projects Under Review and Oversight:
 - Lower Basin Water Treatment Plant
 - Eagle Landing at Brush Creek (Seven More Units Issued Permits Oct. 2019)
 - Soleil Homes
 - Outwest Drywall
 - Library Expansion (Received TCO Oct. 2019)
 - 210 Freestone (Eagle Ranch Apartments)
 - 700 Chambers Lot 3 Mixed Use Building
- Upcoming Activities for rest of 2019:
 - Integration of Public Works inspections for new construction in Community Core
 - Continue department audit of best practices, policies, and procedures
 - Continue customizing Community Core Solutions
 - Records retention, relocation and archiving project for upcoming THOR project.

Lower Basin Water Treatment Plant

Project Progress Report – November 12th, 2019

SAFETY

Total manhours worked to date = 42,000+

Health, Safety, and Environmental Incidents			
Incident Type	Details	Total Incidents in the Period	Total To Date
Health & Safety	None for reporting period	0	1
Environmental	None for reporting period	0	0
Community	None for reporting period	0	0

SCHEDULE

Project schedule update provided to team on September 5, 2019

Notice to Proceed: 11 July 2018	<u>Original Contract</u>	<u>Current Contract</u>	<u>Forecast</u>
Total Contract Time	731 Days	750 Days	~750 Days
Substantial Completion Date	11 July 2020	30 July 2020	30 July 2020
Final Completion Date	11 September 2020	30 September 2020	30 September 2020

PROJECT FINANCIALS

Payment Application #15 submitted and approved.

Preconstruction Contract Amount	\$638,062
Original Construction Contract Amount	\$22,938,752
Change Orders Approved to Date (CO's 1-6)	\$475,944
Overall GMP Including Approved CO's	\$23,414,696
Change Orders Approved to Date	6
Payment Applications Submitted	15
Amount Billed to Date	\$7,906,831

PROJECT UPDATE SUMMARY

- Form, Rebar, and Pour Upper Level Decks in Water Treatment Plant
- Conduit Install in Slabs
- Plumbing Install in Slabs.
- Form, Rebar, and Pour WTP Concrete Beams
- Winter Protection

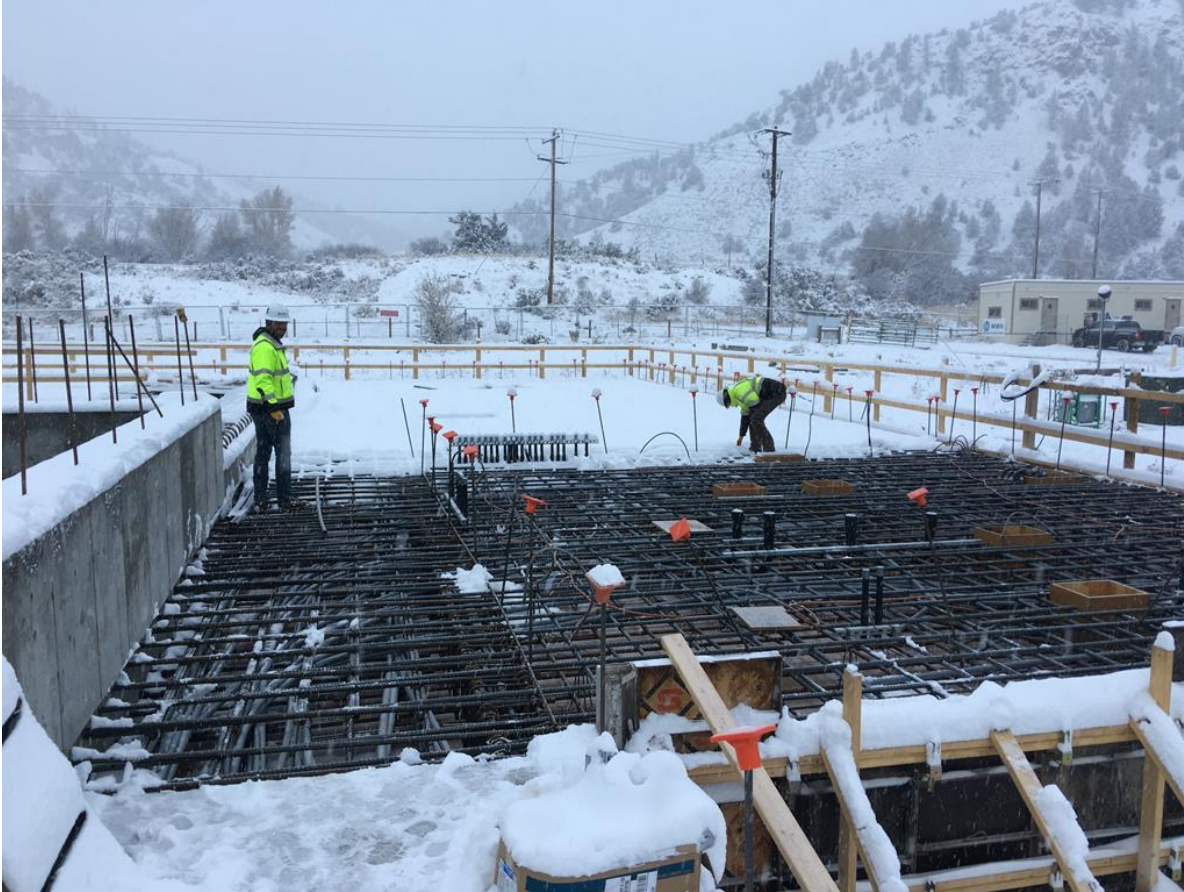
PLANNED ACTIVITIES FOR THE NEXT 4 WEEKS:

- Continue forming and rebar install of Slab Decking and Beams in Treatment Building
- Install Water Proofing Coating on Lower Level of the Water Treatment Building
- Backfill Water Treatment Building
- Wreck Shoring from Basement Level of WTPB
- Winter protection

PROJECT PHOTOS – SEE NEXT PAGE

PROJECT PHOTOS

Water Treatment Building Deck 10/28



Winter Protection 10/30

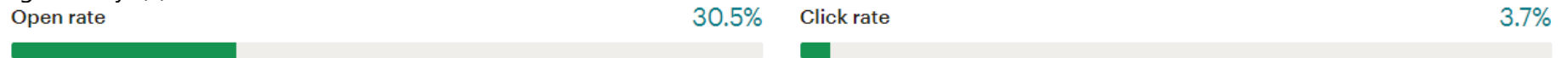




COMMUNICATIONS REPORT NOVEMBER 2019 PR STUDIO

GENERAL COMMUNICATIONS

- Eagle Today: (1) distributed 10/16



Audience average	31.8%	Audience average	4.8%
Industry average (Government)	23.2%	Industry average (Government)	2.6%

814 Opened	100 Clicked	4 Bounced	9 Unsubscribed
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Successful deliveries	2,672 99.9%	Clicks per unique opens	12.3%
Total opens	1,474	Total clicks	275
Last opened	11/5/19 10:10PM	Last clicked	11/5/19 3:06PM
Forwarded	0	Abuse reports	0

- PSAs/media outreach:
 - Hockett Gulch - letter, Broadband, 2020 budget announcement drafted, outdoor summit-CO biz journal, VD, CO sun
 - <https://www.vaildaily.com/news/eagle-mans-petition-let-voters-decide-on-approved-500-unit-hockett-gulch-project/>
- Website | updates: outdoor summit summary photos, yard waste
- Social: image updates



COMMUNICATIONS REPORT NOVEMBER 2019 PR STUDIO

- Communication team meetings: (2) in person, (2) calls

TOURISM

- Continuing & upcoming events promotion on TOE & EO social platforms
- Media follow up –Grand Junction Sentinel, outtherecolorado.com, bike.com
- Updates & EO Facebook Page
 - https://www.outtherecolorado.com/colorados-5-next-great-basecamps-for-adventure/?fbclid=IwAR2H-3diDARRe6vR68lgVL6lgUtG-_jwDHj6LK3tvO892tX41HoqwTTWew

EAGLE RIVER PARK

- Media follow up – Duffy Grand Junction Sentinel
 - https://www.gjsentinel.com/news/western_colorado/river-of-optimism-courses-through-las-colonias-park/article_b77cf192-fdf4-11e9-b9fa-20677ce07cb4.html

LBWTP – include in Nov. ET, latest construction updates & images

PUBLIC SAFETY - snow removal, winter driving

UPCOMING KEY PUBLIC MEETINGS | EVENTS

- 11/12 – 2020 budget hearing

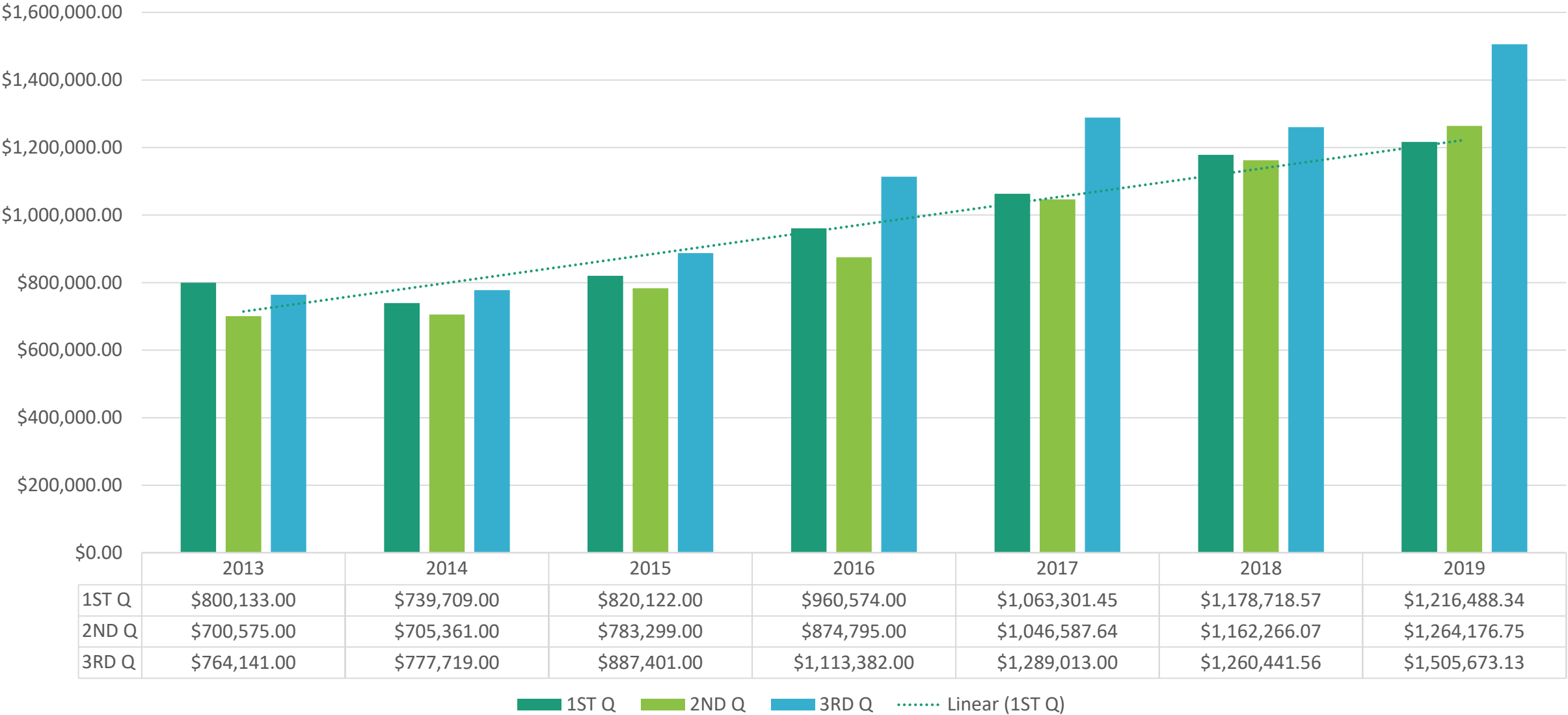


**COMMUNICATIONS REPORT
NOVEMBER 2019
PR STUDIO**

TOTAL SALES TAX BY QUARTER

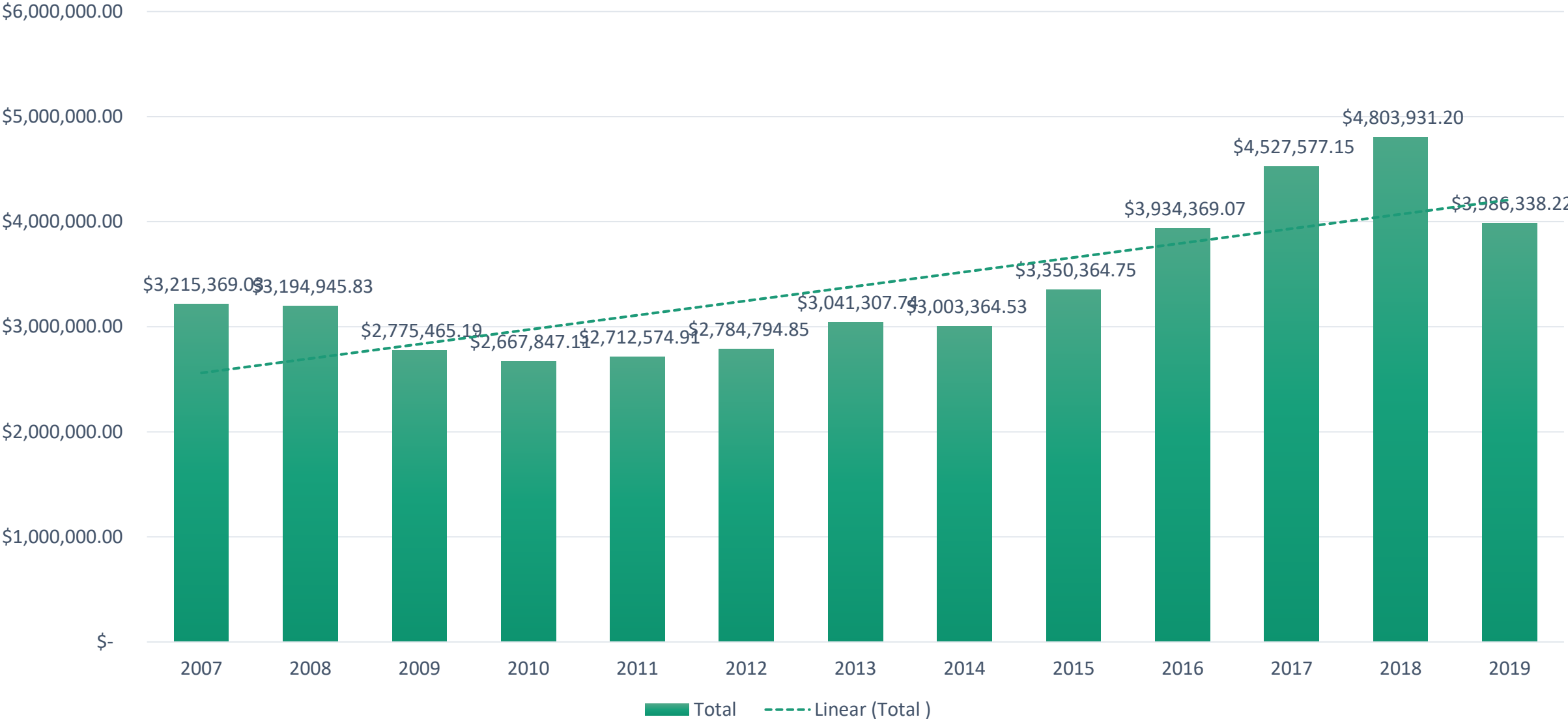
2013-2019

REVENUE PERIOD TOTALS



ANNUAL TOTAL SALES TAX
2007-2019
REVENUE PERIOD TOTALS

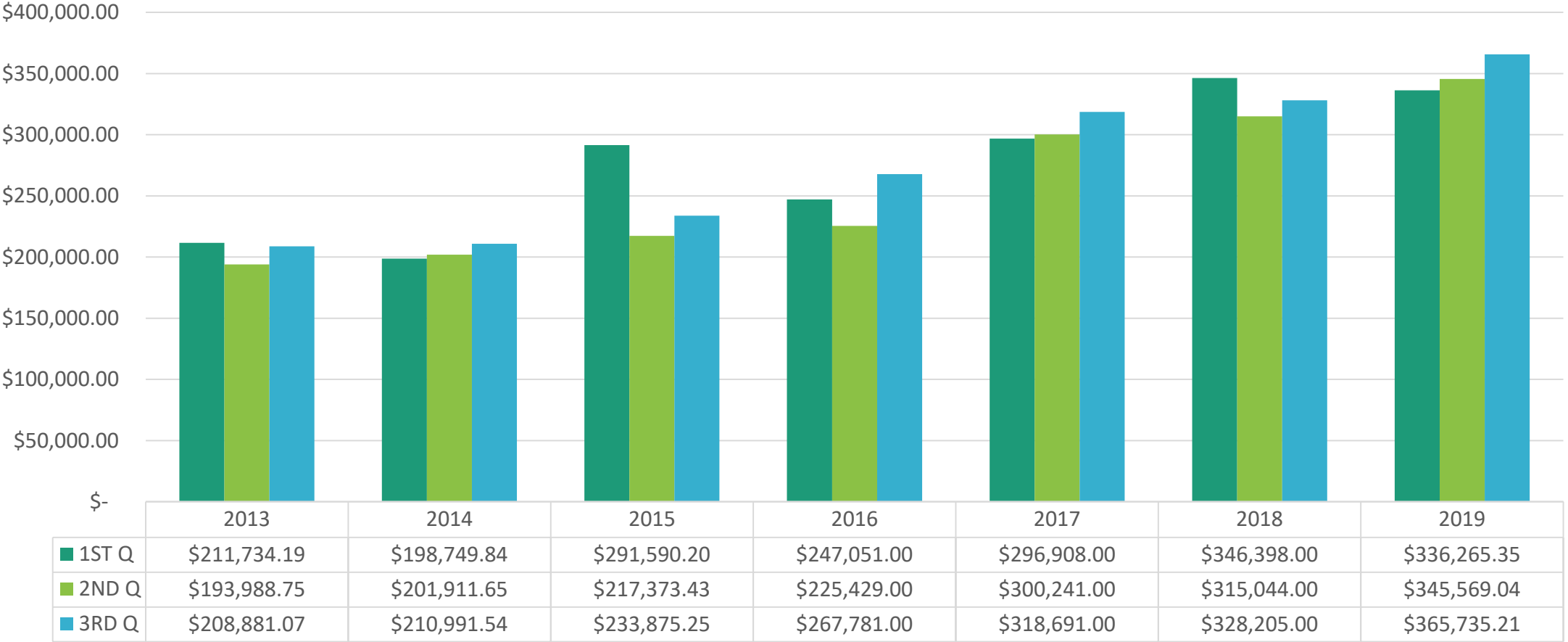
*2016 - 2018 INCLUDE .5% SALES TAX INCREASE



RETAIL QUARTERLY COLLECTIONS
2013-2019



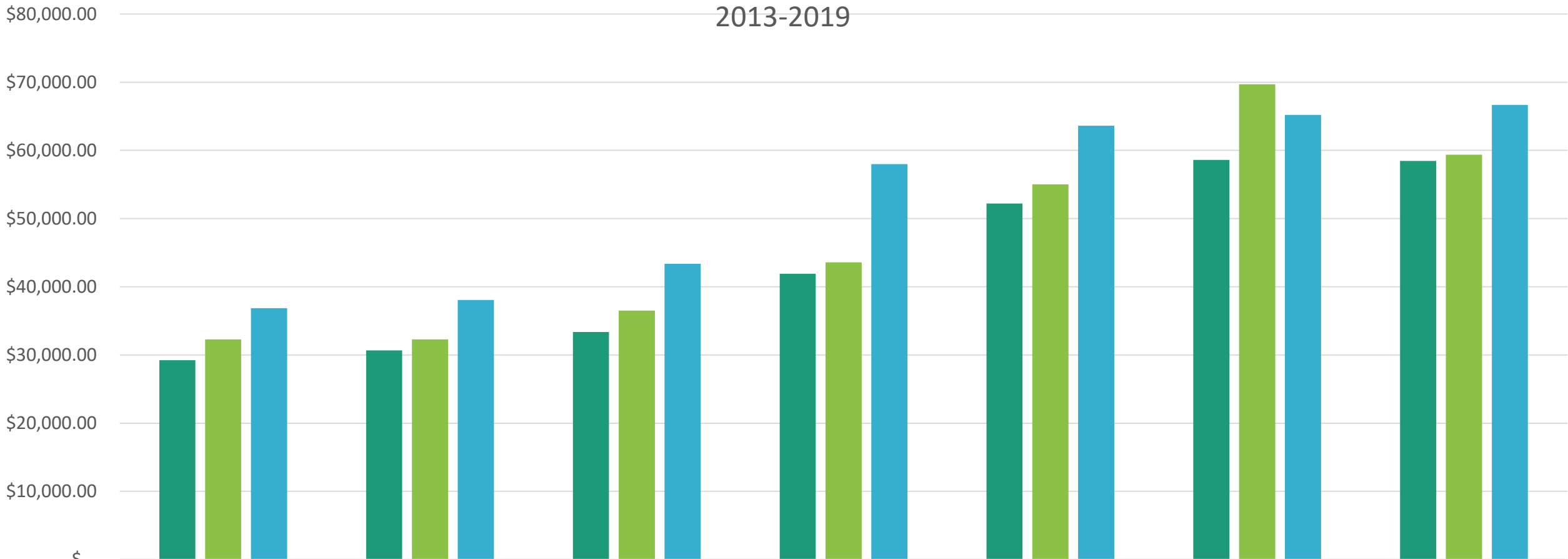
FOOD QUARTERLY COLLECTIONS 2013-2019



RESTAURANTS & BARS QUARTERLY COLLECTIONS
2013-2019



LIQUOR STORES QUARTERLY COLLECTIONS
2013-2019



	2013	2014	2015	2016	2017	2018	2019
1ST Q	\$29,240.21	\$30,678.33	\$33,366.23	\$41,903.00	\$52,210.00	\$58,597.00	\$58,457.33
2ND Q	\$32,287.72	\$32,282.04	\$36,503.00	\$43,575.22	\$55,021.00	\$69,704.00	\$59,369.38
3RD Q	\$36,848.51	\$38,051.52	\$43,362.56	\$57,972.00	\$63,607.00	\$65,200.00	\$66,659.81

1ST Q 2ND Q 3RD Q

LODGING QUARTERLY COLLECTIONS

2013-2019



UTILITIES QUARTERLY COLLECTIONS

2013-2019



AUTOMOTIVE QUARTERLY COLLECTIONS
2013-2019



MISCELLANEOUS QUARTERLY COLLECTIONS
2013-2019



BUILDING/CONSTRUCTION QUARTERLY COLLECTIONS 2013-2019



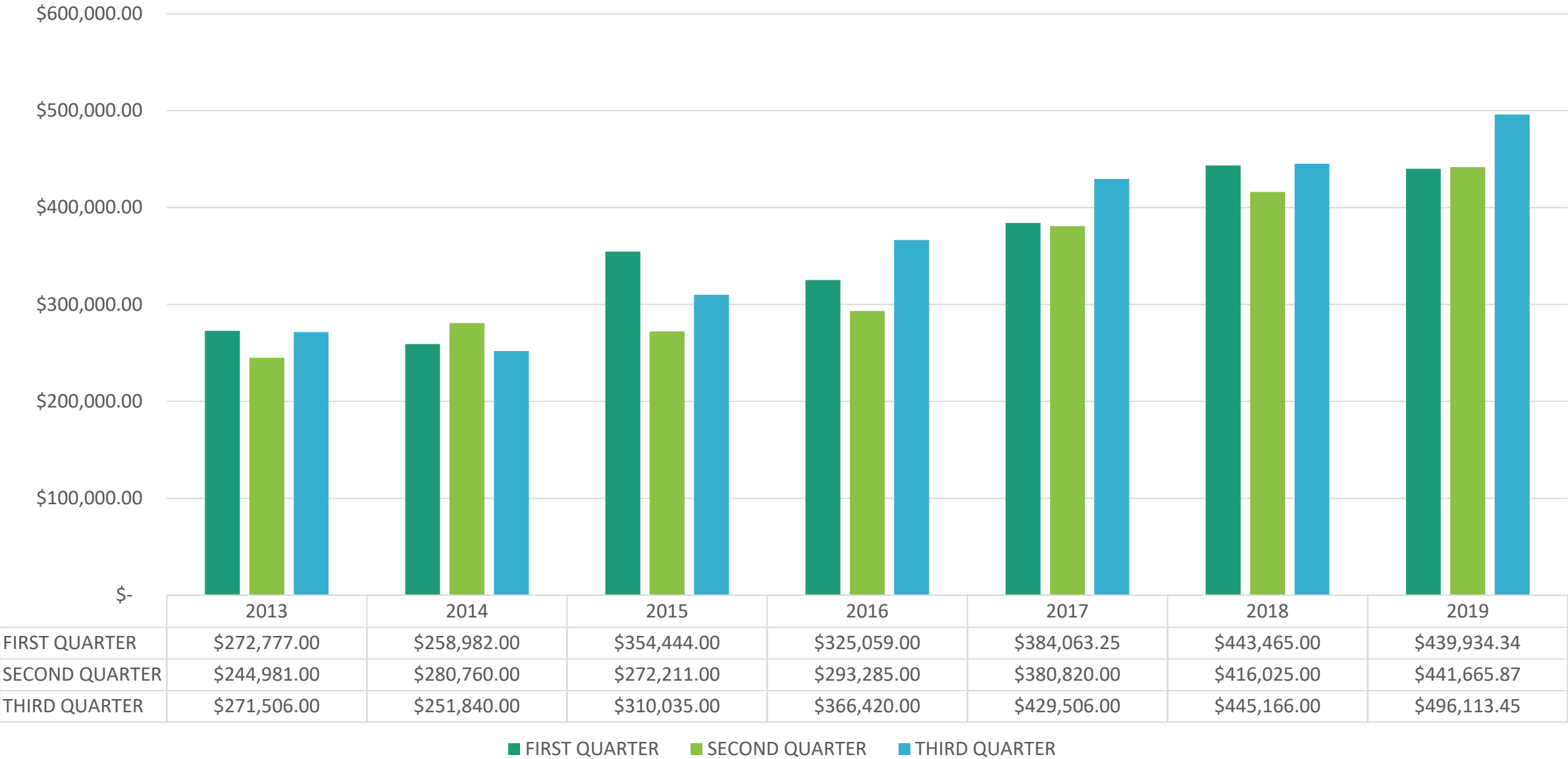
DOWNTOWN DISTRICT QUARTERLY 2013-2019



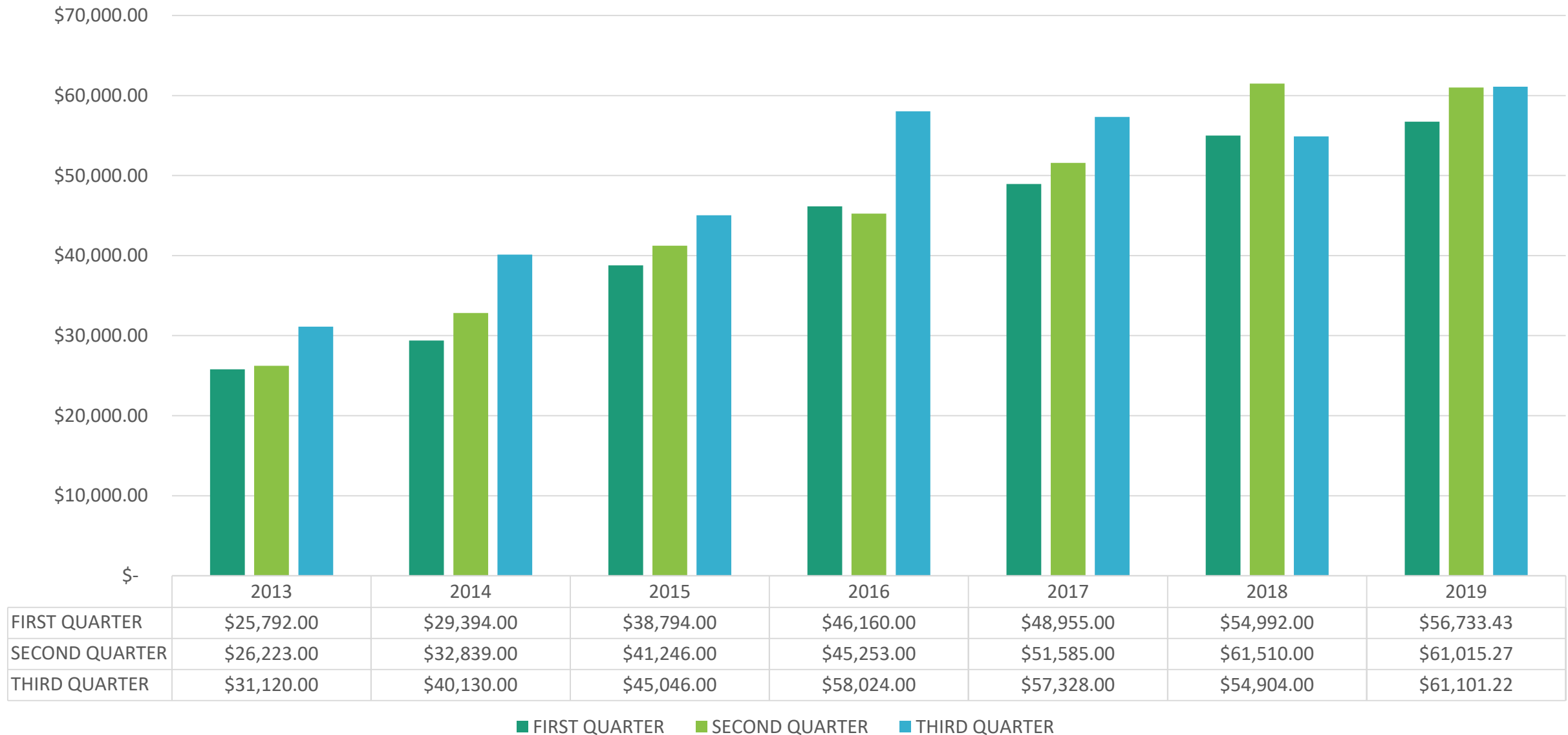
CHAMBERS AVENUE QUARTERLY 2013-2019



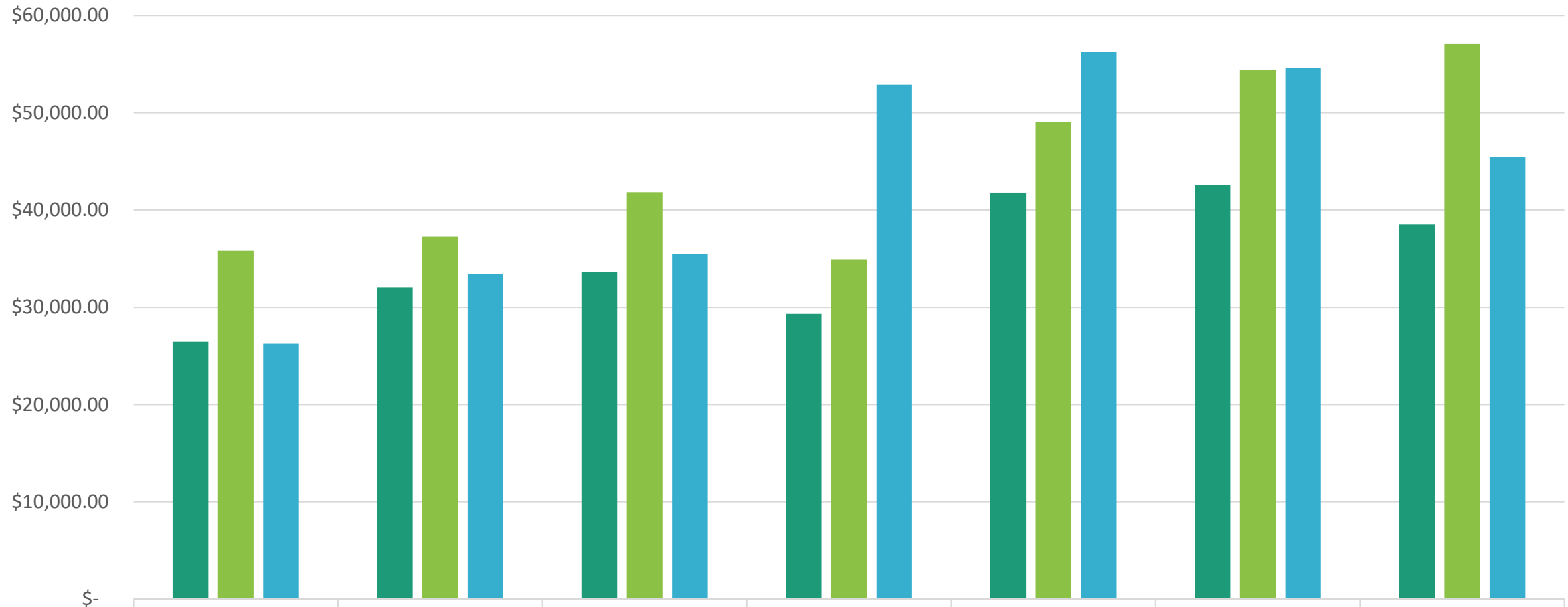
MARKET STREET QUARTERLY 2013-2019



HIGHWAY 6/GRAND AVE. QUARTERLY 2013-2019

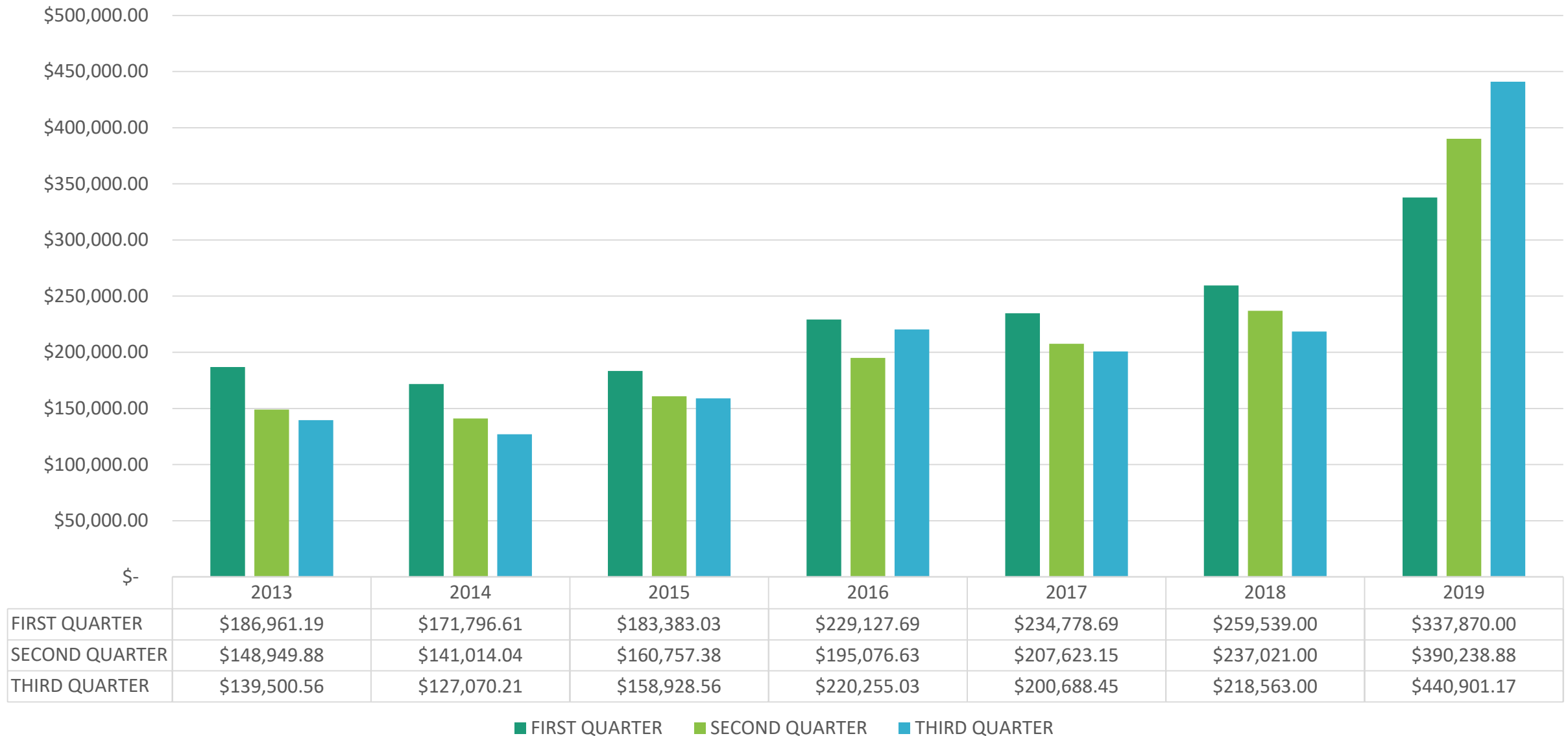


EAGLE RANCH QUARTERLY 2013-2019



■ FIRST QUARTER
 ■ SECOND QUARTER
 ■ THIRD QUARTER

OTHER AREAS QUARTERLY 2013-2019



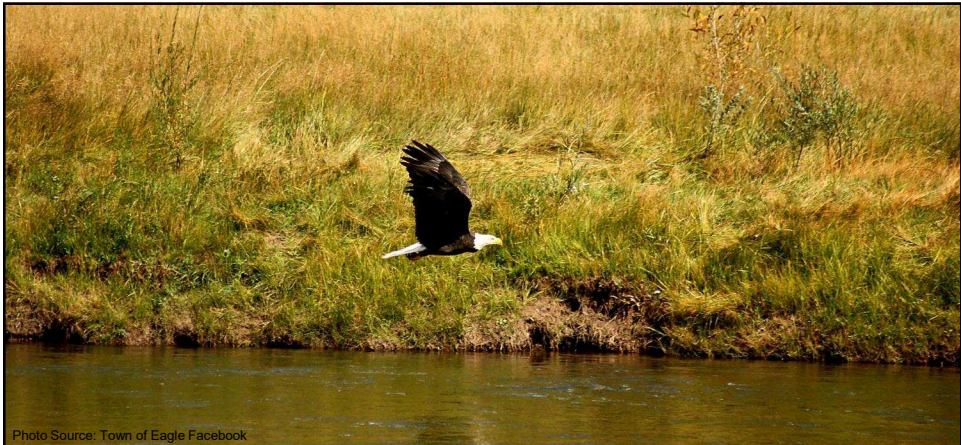


Photo Source: Town of Eagle Facebook

Town of Eagle Water Efficiency & Conservation Plan

Town Board Presentation

Nov 12, 2019



1

Town's history with water conservation (highlights)

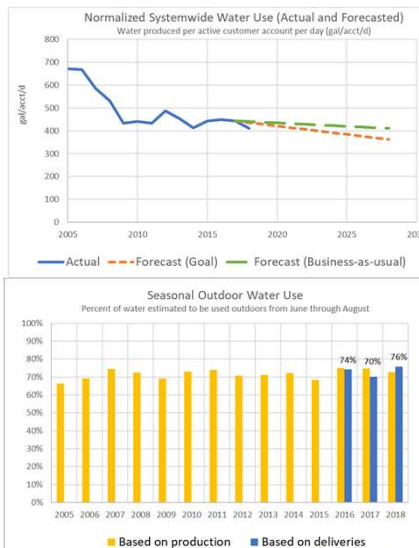
2005 - Biannual system audits - Water main replacement program 2017 - Adopt Five-Year Water Efficiency Planning Strategy (SGM, 2017) 2018 - Adopt new conservation-oriented rates - Develop a water irrigation conservation policy - Promote non-potable water for irrigation	Outcomes - Increased system efficiency by 40% from 2005-2018 - Billing a higher proportion of produced water
---	--



2

Five-Year Water Efficiency Planning Strategy

- Check in on goals
 - Reduce systemwide water use (measured as gal/d/account) by 10% between 2017 and 2023.
 - Reduce the water used outside Jun-Aug from 70% to 60%
- Priorities reminder
 - Reduce outdoor use
 - Emphasize education and customer outreach



Reference:
SGM. (2017). *Town of Eagle Five-Year Water Efficiency Plan Strategy*. Eagle, CO: SGM. Retrieved Sep 2019, from <https://www.townofeagle.org/DocumentCenter/View/13596/Town-of-Eagle-Five-Year-Efficiency-Plan->



3

Why this project?

1. Develop a water efficiency and conservation plan that meets State guidelines to become eligible for additional grant funding.
2. Add cost-benefit analysis to design efficiency programs that make financial sense for the Town and its customers.
3. Include a public engagement process for transparency and to seek feedback on planned activities.
 - 25 stakeholders participated in two planning workshops.
 - The plan will be made publicly available for 60 days in accordance with State guidelines.



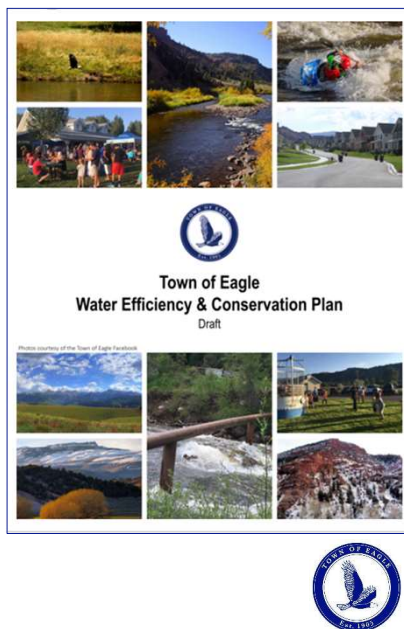
COLORADO
Colorado Water
Conservation Board
Department of Natural Resources



4

What we're asking of you

- **Now:** ask questions and provide feedback on the draft plan
- **May 2020 (estimated):** adopt the plan by resolution
- **Beyond:** support budget appropriations for plan implementation



5

Recommended efficiency activities

Implementation Period	Water Efficiency Activity	Annual Implementation Costs (\$)	Projected Water Savings in 2027 (ac-ft/yr)	Cost-Benefit Ratio as Modeled
Now-2028	Landscaper certification and training	n/q	n/q	n/q
2020	Municipal efficiency improvements	\$25,000	3	n/q
2020	Development code updates	-	n/q	*
2020-2040	Educational activities	\$3,000	3	1.1
2020-2025	Irrigation system rebates	\$7,000	4	2.3
2020-2025	Rain barrels	\$4,000	1	1.3
	Outdoor water audits and direct installs	\$31,000	15	2.5
2021-2026	Turf replacement	\$23,000	12	1.7
2024-2029	Toilet rebates	\$18,000	13	4.1
2025-2030	Indoor audits with direct installs	\$14,000	3	1.4
2025-2030	Metering upgrades to AMI	\$258,000	50	1.0
Total Projected Water Savings in 2027			103 ac-ft/yr	

*A cost-benefit ratio could not be calculated, as this item is not expected to have implementation costs.

**n/q = Not quantified



6

Funding needs

Implementation Year	Annual Implementation Costs (excluding AMI upgrade)	Annual Implementation Costs (including AMI upgrade)
2020	\$40,000	\$40,000
2021	\$45,000	\$45,000
2022	\$67,000	\$67,000
2023	\$67,000	\$67,000
2024	\$85,000	\$85,000
2025	\$87,000	\$345,000
2026	\$56,000	\$314,000
2027	\$34,000	\$292,000
2028	\$34,000	\$292,000
2029	\$17,000	\$275,000



7

Funding sources

- Annual operating budget
- Grant funding from the Colorado Water Conservation Board
 - Water efficiency implementation grants
 - Education and outreach grants
 - State Water Plan grants
- Technical assistance from non-profit organizations
 - Sonoran Institute (water-land use planning integration)
 - WaterNow Alliance (project accelerator program)
- Infrastructure funding from federal agencies
 - USBR WaterSMART grants



8

Regional partners and collaboration potential

Organization	Partnership Opportunities
Colorado Mountain College	Host educational workshops Host water fair
CSU Extension	Water conservation education Xeriscape demonstration gardens
Eagle County	Leverage sustainable community and environmental health programs Conduct regional education activities
Eagle Ranch	Landscaper education
Eagle Ranch Golf Course	Water management practices
Eagle River Water and Sanitation District	Share lessons learned on existing efficiency programs Assess interest and capacity to initiate regional efficiency programs Bulk purchasing
Eagle River Watershed Council	Host educational workshops
Eagle Valley Library District	Disseminate pamphlets Host educational workshops
NWCCOG	Code audits Technical assistance for adopting model codes
Walking Mountain Science Center	Expand climate and energy programs to include water Green Business program

9

Next steps and timeline

- Nov 19, 2019 – Town Board and planning stakeholders return comments
- Nov 27, 2019 – Brendle Group submits draft plan to CWCB
- Jan 2020 – CWCB returns comments
- Feb 2020 – Revised plan made available for public comment period
- Apr 2020 – Public comment period closes
- Apr 2020 – Brendle Group submits final plan to Town
- May 2020 – Final plan submitted to Town Board for adoption
- May 2020 – Adopted plan submitted to CWCB for formal acceptance



10

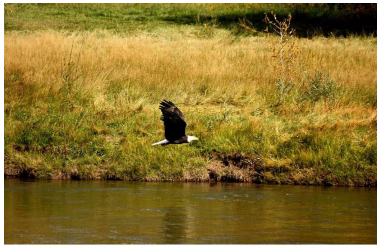
QUESTIONS?

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11



Town of Eagle

Water Efficiency & Conservation Plan

Stakeholder Draft (November 2019)

Photos courtesy of the Town of Eagle Facebook

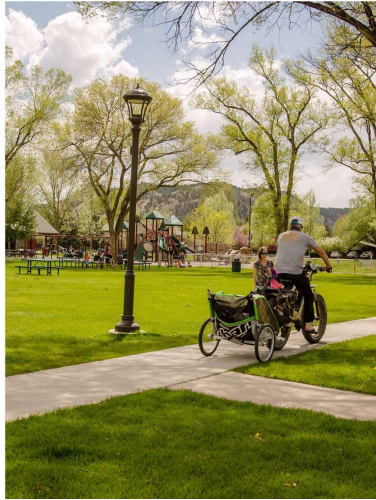




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Developed in partnership with:





1. Executive Summary

Our vision is to provide a resilient and high-quality water supply to our residents and visitors as the community grows and as climate variability increases. Through good environmental stewardship, we will use water conservation and efficiency as tools to properly manage water as a precious, limited resource to meet our current and future needs and to help protect our surrounding habitat and wildlife.

This vision statement was crafted from stakeholder input to guide the Town's efforts in water conservation and efficiency. This plan builds on the Town of Eagle's Five-Year Water Efficiency Planning Strategy (SGM, 2017) by:

- Conforming to State of Colorado planning guidelines, making the Town eligible for State grant funding programs.
- Using a screening-level cost-benefit analysis to design efficiency programs that make financial sense for the Town and its customers.
- Including a public engagement process for transparency and to seek feedback on planned efficiency activities.

The result is a water efficiency and conservation plan that provides a roadmap for achieving the water vision while maintaining high quality and dependable water service.

1.1. Where We are Now

The Town's potable water system has reliably produced water that meets drinking water standards in sufficient quantity to serve system demands, even during times of drought. The potable water system has historically relied on a single intake structure and water treatment plant. To serve a growing population, with secondary benefits of system reliability and redundancy, the Town has been working to diversify water rights, increase capacity by building a second treatment plant, and improve the distribution infrastructure.

While water conservation efforts alone could not mitigate the need for a second treatment plant, the Town is committed to a conservation ethic that includes preserving the natural environment and making the best use of available water supplies. In 2005, the Town began conducting system audits twice a year along with a water main replacement program that has greatly reduced system losses. In 2018, the Town adopted an inclining block rate structure to incentivize conservation; developed a water irrigation conservation policy to prevent water waste; and promoted non-potable systems for irrigation. As a result of these efforts, water production has remained relatively stable since 2005 despite an increase of more than 40% in the service population. Stated another way, systemwide water use has become 40% more efficient since 2005.

1.2. Where We Want to Go

The Town has established two water efficiency goals (SGM, 2017):

- *Improved water use efficiency:* The first goal aims to continue improving systemwide water use efficiency by 10% between 2017 and 2023 using a metric of gallons produced per active account per day (gal/acct/d).
- *Reduced outdoor water use:* The second goal aims to reduce the percentage of water used outdoors from 70% to 60% during the peak summer months of June through August. Despite past



efficiency efforts, outdoor water use has remained at approximately 70% of summer demands since 2005.

1.3. How We Will Get There

This water efficiency plan looks out to 2027 and beyond. **Table 1** summarizes 11 efficiency programs that can be used to meet the Town's efficiency goals and save more than 100 ac-ft/yr of water. These activities were prioritized based on multiple factors, including a cost-benefit analysis, Town priorities, stakeholder input, and implementation resources.

Table 1. Summary of Planned Water Efficiency Activities

Implementation Period	Water Efficiency Activity	Annual Implementation Costs (\$)	Projected Water Savings in 2027 (ac-ft/yr)
Now-2028	Landscaper certification and training	n/q	n/q
2020	Municipal efficiency improvements	\$25,000	3
2020	Development code updates	-	n/q
2020-2040	Educational activities	\$3,000	3
2020-2025	Irrigation system rebates	\$7,000	4
2020-2025	Rain barrels	\$4,000	1
2021-2026	Outdoor water audits and direct installs	\$31,000	15
2022-2027	Turf replacement	\$23,000	12
2024-2029	Toilet rebates	\$18,000	13
2025-2030	Indoor audits with direct installs	\$14,000	3
2025-2030	Metering upgrades to AMI	\$258,000	50
Total Projected Water Savings in 2027			103 ac-ft/yr

*n/q = Not quantified

1.4. How We Will Stay on Track

The Town's implementation strategy relies on internal staffing, regional partnerships, and funding. The Town intends to commit staff resources and annual operating funds for plan implementation, while also relying on regional partners and external funding sources to maximize implementation success.

The Town will track key water use metrics annually and will update this plan every seven years, as required by The Water Conservation Act of 2004 (Colorado General Assembly, 2004). If the Town finds that any of the water efficiency programs are not effective in achieving the expected water savings or are not cost effective, the programs may be discontinued.



3. Introduction

The Town of Eagle (Town) has identified a vision to maintain and strengthen the community's sense of livability in the Eagle Area Community Plan (Town of Eagle and Eagle County, 2010). Livability is defined as finding the balance between modern urban growth and traditional rural identity in support of societal well-being and environmental health. Environmental health includes the protection of water resources - from promoting stewardship of natural, scenic, and environmentally sensitive areas to enhancing recreational opportunities such as fishing and whitewater rafting. Situated at the confluence of Brush Creek and Eagle River, the Town is highly attuned to the conditions and health of the natural river system (**Figure 1**).

The Town's 2017 strategic plan includes commitments to the natural system, delivering high quality services to residents and visitors, and earning the public's trust (Town of Eagle, 2017). Those commitments are articulated in the Town's business values laid out in the Strategic Plan:

- **Sound Planning:** Infrastructure planning must ensure that the Town's water system and wastewater facilities are proactively maintained and modernized when necessary.
- **Appropriate Investment:** Investments must strike a balance between creating value for the community and the cost burden placed on residents and businesses. The Town pursues public participation in the decision-making process, which includes building strong relationships with elected officials, community leaders, and the public.
- **Reliable and Cost-Effective Services:** A key responsibility for the Town is to provide essential services, including water and sewer services. The Town is committed to delivering potable water service that is highly reliable, is of high quality, meets all regulatory standards, and is responsive to customer-reported problems.
- **Protecting Public Health, Safety, and the Environment:** The Town is committed to protecting the well-being of its people and the community, including being good stewards of the environment. The land-use and development code lead the way to smart and safe development.
- **Sound Finances and Increasing Efficiency:** The Town's financial capabilities and standards ensure that it has the financial strength and resources to provide the reliable and high-quality services residents expect. Combined with grant funding and improved efficiency, the Town's financial practices help keep fees for service low while allowing for investments in services, human resources, and infrastructure.
- **Economic Development:** The Town's economy is the engine that powers a high quality of life. The Town attracts outdoor adventurers and tourists due to its proximity to world class ski resorts and access to outdoor activities including hiking, mountain biking, fishing, river rafting, kayaking, snowmobiling, and hunting.
- **Transparency and Community Engagement:** The Town creates an environment that fosters public trust and allows residents and business owners to understand the Town's values, priorities and strategic plans.

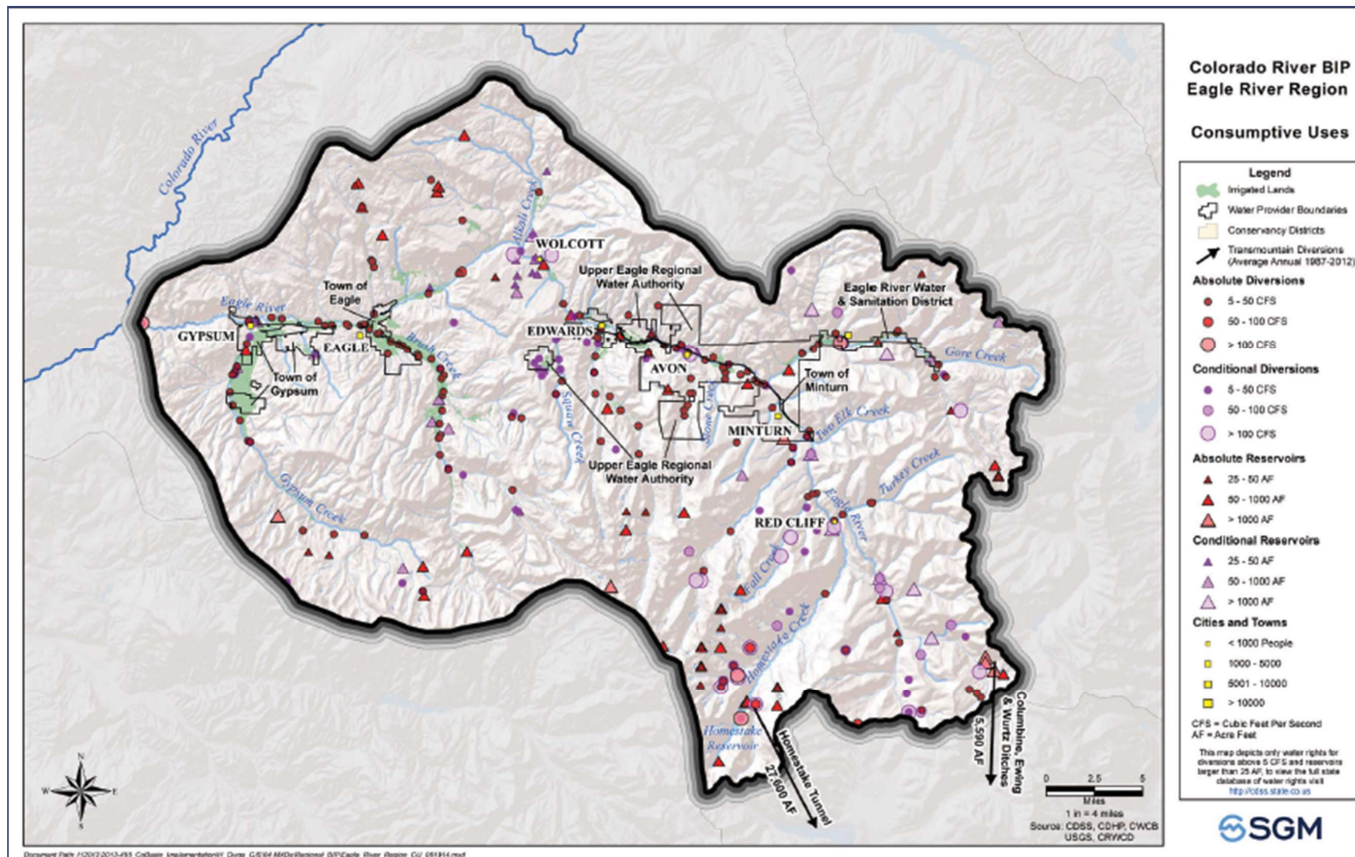


Figure 1. Eagle River Watershed (Colorado Basin Roundtable, 2015)



3.1. Why a water efficiency and conservation plan?

In 2018, the Town began construction of a second water treatment plant, to improve water system reliability and increase production capacity. The increased capacity is needed in the near term to meet peak irrigation demands in the summer months and will also help serve increasing demands from population growth.

While water conservation efforts alone could not mitigate the need for a second treatment plant, the Town is committed to a conservation ethic that includes preserving the natural environment and making the best use of available water supplies.

The Town took first steps in developing the Five-Year Water Efficiency Planning Strategy in 2017 (SGM, 2017). This water efficiency and conservation plan builds on that initial effort by:

- Developing a plan that conforms to State of Colorado planning guidelines (Colorado Water Conservation Board, 2012; Colorado Water Conservation Board, 2019). Having a State-approved water efficiency plan makes the Town eligible for State grant funding programs (i.e., water efficiency program implementation grants, public education and outreach grants, and State Water Plan grants).
- Conducting a screening-level cost-benefit analysis to design efficiency programs that make financial sense for the Town.
- Including a public engagement process for transparency and to seek feedback on planned efficiency activities.

In addition to these local drivers for water efficiency, there are State and regional factors driving water efficiency. Colorado's State Water Plan established eight objectives, including goals to achieve 400,000 ac-ft of municipal and industrial water conservation by 2050 and to have 75% of Coloradoans living in communities that have incorporated water-saving actions into land-use planning by 2025 (Colorado's Water Plan Leadership Team, 2015).

Regionally, Brush Creek and Eagle River are tributary to the Colorado River, whose drainage area covers portions of seven US States and Mexico. In May 2019, the US Department of the Interior and seven States signed agreements to protect the Colorado River through drought contingency plans (Bureau of Reclamation, 2019). For the Upper Basin States (Colorado, Utah, Wyoming, New Mexico), the drought contingency plan includes drought response operations and a demand management storage agreement that allows water rights holders to participate in voluntary and compensated programs to reduce water demands and store conserved water in the Lake Powell storage reservoir (Herald Extra, 2019).

3.2. Related Planning Efforts

The Town is undertaking a number of planning efforts concurrently with the development of this water efficiency and conservation plan. Many of the concurrent planning efforts support a continued focus on water quality and water quantity as they relate to supply and demand, recreation, wildlife habitat, and land use practices (Resource Engineering Inc., 2011; Eagle County & The Eagle River Watershed Council, Inc., 2013).

- **Elevate Eagle** is an initiative to update the Town's comprehensive plan and land use and development code (Town of Eagle, 2019a).



- *How it relates to this plan:* The comprehensive plan is a long-range land use plan that majorly influences future water demands. Land use and development codes are tools to drive water efficiency in new developments through fixture, appliance, equipment, landscaping, and irrigation requirements.
- A **Source Water Protection Plan** is being developed for Brush Creek Watershed and is expected to be completed in 2020.
 - *How it relates to this plan:* Source water protection efforts affect the quality and quantity of water available to the Town. The planning process will identify risks and mitigation strategies, to protect water sources and supply infrastructure.
- Beginning in 2019, a **Water Quality Action Plan** is being developed for Eagle River and Brush Creek.
 - *How it relates to this plan:* The plan will focus on water quality improvement and protection through the following goals:
 - Maintain existing high scores in metrics of benthic macroinvertebrate health.
 - Ensure water quality meets or exceeds regulatory standards.
 - Protect or improve riparian communities to a level that maintains water quality-enhancing functions, including streambank stabilization and pollutant attenuation.
- In June 2018, the Eagle River Watershed Council initiated a three-year project to develop the **Eagle River Community Water Plan** (Eagle River Watershed Council, 2018). The planning process will be used to “develop proactive water management recommendations that anticipate changes to population growth and increasing municipal demand for water in Eagle County, climate change, and projects related to the 1998 Eagle River Memorandum of Understanding (ERMOU) – an intergovernmental agreement for developing municipal water supplies in the upper Eagle River watershed.”
 - *How it relates to this plan:* The plan will identify all consumptive and non-consumptive uses in Eagle River Watershed to ensure that existing and future water uses are considered, community interests are protected, and environmental and recreational needs are represented.

In addition to current planning efforts, this water efficiency and conservation plan builds on past planning efforts for the Town of Eagle, Eagle County, and the Colorado River Basin. A short description of each plan follows:

- The **Brush Creek Watershed Management Plan** documents a regional water management approach to protecting and enhancing the Brush Creek watershed (Resource Engineering Inc., 2011). The plan is a model for regional collaboration to maintain environmental flows. Minimum streamflows have been maintained in Brush Creek, in accordance with instream flow rights, since the management plan was developed.
 - *How it relates to this plan:* Historically, Brush Creek has been the Town’s sole water supply; therefore, the Town is heavily dependent on the watershed health and the quantity and quality of available flows.
- The Town’s **20-yr Capital Improvement Plan** includes the schedule and costs for planned infrastructure improvements in the water system (Town of Eagle, 2019b).



- *How it relates to this plan:* Maintenance of existing infrastructure and the addition of new infrastructure are fundamental to maintaining high quality and reliable water services.
- The **Eagle County Climate Action Plan** identifies climate trends, sets goals for greenhouse gas emission reductions, and identifies opportunities for achieving the reduction goals (Langmaid, Maloney, Read, & Robinson, 2016).
 - *How it relates to this plan:* Climate trends are resulting in shorter winters, hotter summers, and changing ecosystems. Shorter winters mean less snowpack for spring runoff. Hotter summers mean earlier runoff, higher evapotranspiration demands, and higher summer water use. Changing ecosystems mean increased risk factors such as wildfires and landslides. These factors directly affect water supply, water quality, and water reliability.
- The **Colorado Basin Implementation Plan** evaluates water supplies and demands in the Colorado Basin as well as how water management affects ecosystem health, agriculture, safe drinking water, conservation, land use, and water administration (Colorado Basin Roundtable, 2015).
 - *How it relates to this plan:* The plan concludes that water providers in the Colorado Basin are vulnerable to extended droughts, a lower basin compact call, forest fires, the uncertainties of climate change, unpredictable future land use, and additional trans-mountain diversions.
- The **Eagle River Watershed Plan** details a watershed management plan for the Eagle River that considers water quantity, quality, land use, wildlife, and recreation (Eagle County & The Eagle River Watershed Council, Inc., 2013).
 - *How it relates to this plan:* The Town understands the importance of working with regional partners to protect Eagle River and to support communities, wildlife habitat, tourism and recreation economies, and land use. Historically, the Town has not diverted water from Eagle River but has discharged treated wastewater effluent into the river. The Town has the right to divert from Eagle River in case of an emergency such as water quality contamination in Brush Creek.

3.3. The Planning Process

The Water Conservation Act of 2004 requires all covered entities, defined as retail water providers that sell more than 2,000 ac-ft per year, to have a State-approved water efficiency plan (Colorado General Assembly, 2004). Although the Town of Eagle has remained well below that threshold, developing this water efficiency and conservation plan in accordance with the State of Colorado's Municipal Water Efficiency Planning Guidance documents makes the Town eligible for State grant funding resources as



previously described (Colorado Water Conservation Board, 2019; Colorado Water Conservation Board, 2012).

The Town convened this project in 2018. Plan development was supported through a combination of grant funding from the Colorado Water Conservation Board (CWCB) under the Water Conservation Planning grant program, and cash and in-kind contributions from the Town.

The project management team included staff members from Public Works, Building, and Planning Departments, as well as the consulting team.

Additionally, a stakeholder group was formed to provide input on water savings goals, water efficiency activities, and implementation priorities. More than 25 stakeholders participated in two planning workshops held in May and August 2019.

Upon completion, the plan underwent a series of reviews by Town staff, the stakeholder group, the Town Board, the public, and CWCB staff. Finally, the plan was submitted to the Town Board for adoption.

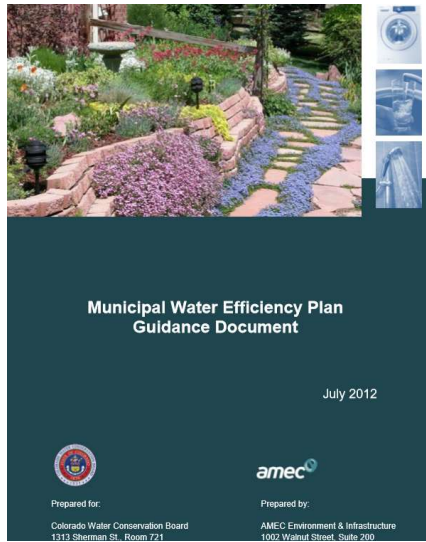


Figure 2. State of Colorado Guidance Document (Colorado Water Conservation Board, 2012)

3.4. Our Water Vision

The stakeholder group developed the following vision statement to guide the Town's efforts in water conservation and efficiency.

VISION STATEMENT

Our vision is to provide a **resilient and high-quality water supply** to our residents and visitors **as the community grows and as climate variability increases**. Through **good environmental stewardship**, we will use water conservation and efficiency as tools to properly manage water as a **precious, limited resource** to meet **our current and future needs** and to help protect **our surrounding habitat and wildlife**.



4. Service Area Characteristics

The Town was incorporated in 1905 and became the County seat in 1921 (Town of Eagle, 2017). The Town sits at an average elevation of 6,600 ft on the western slope of the continental divide along the I-70 corridor, halfway between Denver and Grand Junction. The climate includes more than 290 days of sunshine per year, warm and dry summers with average temperature of 85 °F in July, and moderate winters with average temperature of 35 °F in January. Between December and April, the Town receives, on average, 10-12 inches of snowfall per month (Town of Eagle, 2017; SGM, 2017).

4.1. Boundaries

The Town provides water service within the incorporated area plus adjacent unincorporated areas. The incorporated area encompasses the Haymeadow annexation, a 660-ac property that will include both multi-family developments and single-family homes, from 2012 (**Figure 3**).

In addition to infill and redevelopment within current boundaries, the Town anticipates future boundary expansions through two additional large annexations: Reserve at Hockett Gulch (also known as the JHY Parcel) and Red Mountain Ranch. The Reserve at Hockett Gulch annexation, which was approved by the Town Board in October 2019, will incorporate 29.65 ac and has the potential to add 500 residential dwelling units. The Red Mountain Ranch annexation will incorporate 106 ac for a mixture of residential, commercial, and public uses (Town of Eagle, 2019c).



Town of Eagle Municipal Boundaries

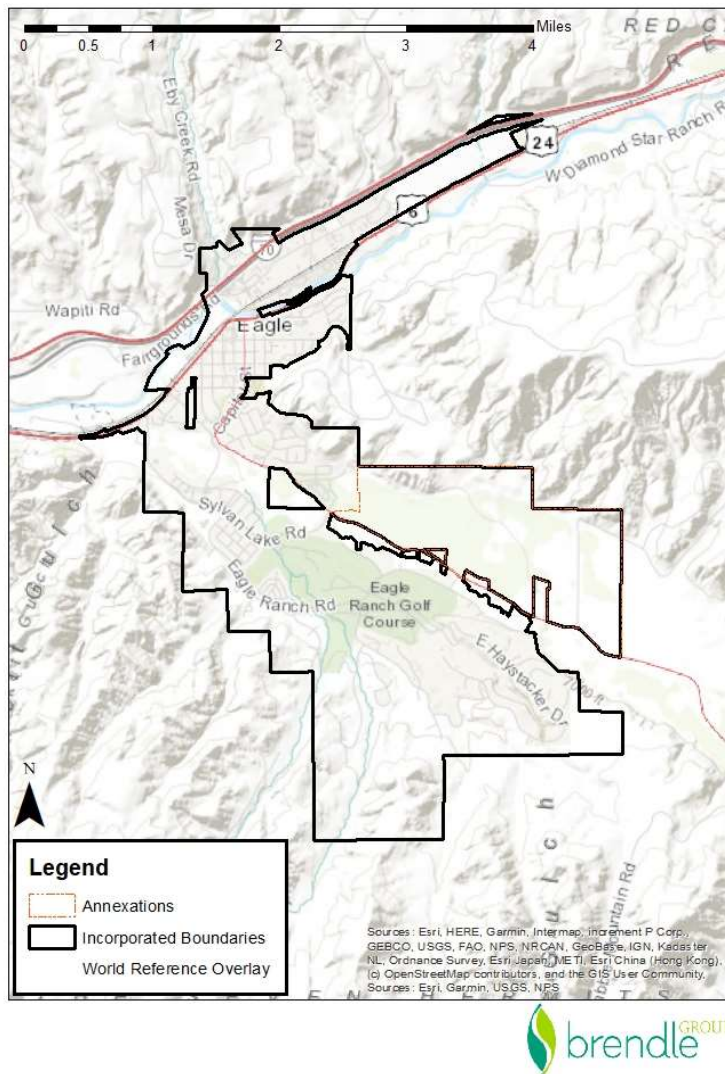


Figure 3. Town of Eagle Municipal Boundaries



4.2. Service Population

The water service population is estimated in two parts, based on the service area:

- Within Town boundaries, the Town's permanent resident population is based on census data from the Colorado Department of Local Affairs (DOLA, 2019). From 2005-2017, the Town experienced a growth rate of 4.4% year-over-year on average. Looking forward, the Town is planning for a growth rate of 1.9% year-over-year on average.
- Outside of Town boundaries, the number of customers served is calculated based on the number of customer accounts multiplied by an estimate of customers served per account.

Figure 4 presents a breakdown of the 2017 water service population in the two population pools. 2017 was the most recent year with population data available from DOLA at the time of plan development but also serves as the baseline year for the Town's water efficiency and conservation planning efforts (SGM, 2017).

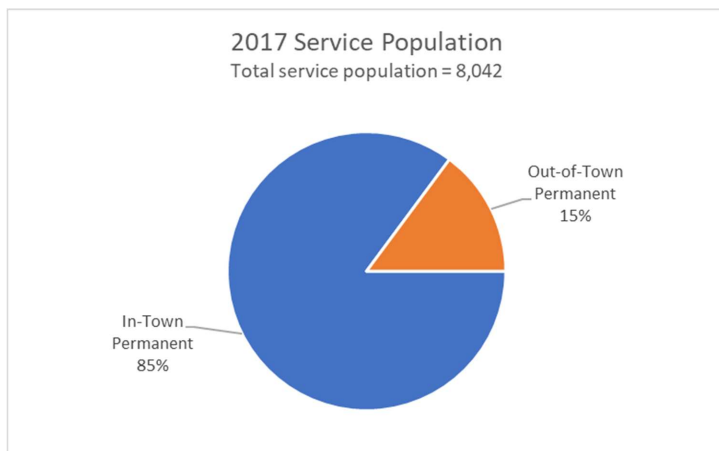


Figure 4. 2017 Service Population Breakdown

Figure 5 shows historical service population estimates (from 2005-2017) as well as projected service population estimates (from 2018-2028). Previous work has estimated that the Town's population will grow to as many as 19,000 residents by 2040 (Resource Engineering Inc., 2011).

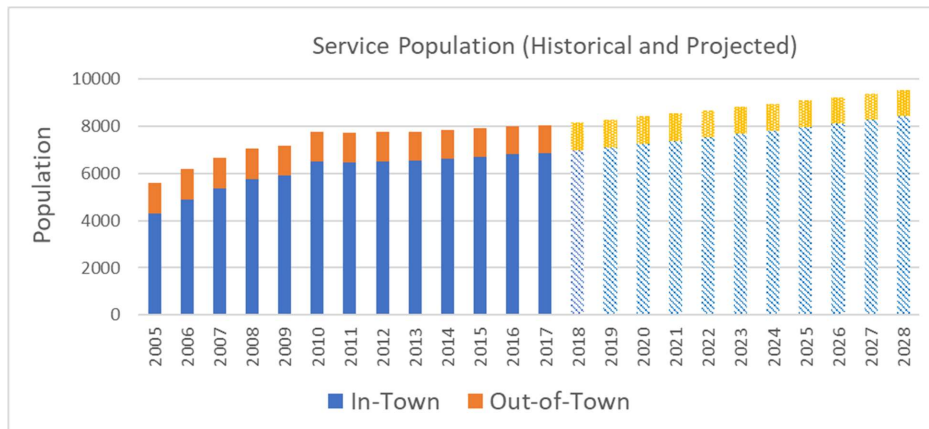


Figure 5. Service Population (Historical and Projected)

The Town uses the number of customer accounts to analyze normalized system-wide water use. **Figure 6** presents the number of active customer accounts over the period 2004-2018. Between 2004 and 2009, the Town experienced rapid expansion of 18% growth in new accounts year-over-year. Since 2009, the Town has experienced more moderate growth of 0.3% growth in new accounts year-over-year.

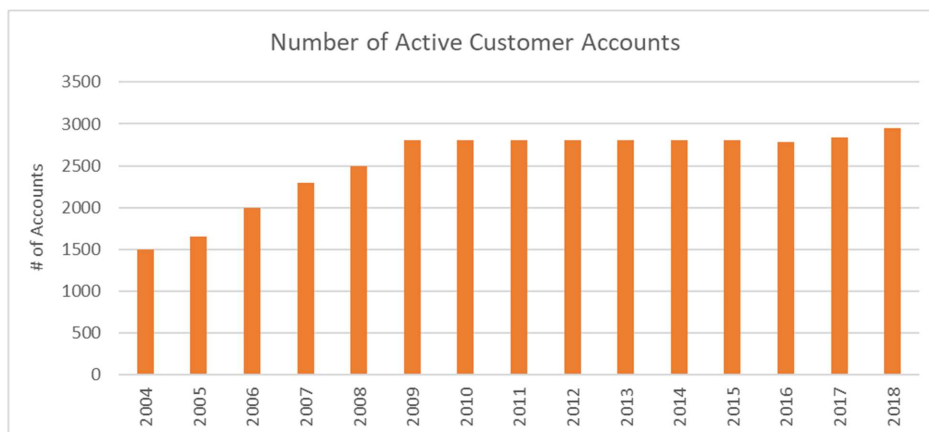


Figure 6. Number of Active Customer Accounts (2004-2018)

At the time of plan development, the Town's billing system stored only three years of data; the number of active customer accounts prior to 2016 was estimated from a previous study (SGM, 2017). The Town has since worked with the software provider to begin storing up to 10 years of historical data starting in 2019.



4.3. Residential Sector

As shown in the customer account data, the Town experienced a growth boom in the 2000s. This growth period consisted mostly of retirees and second homeowners (Town of Eagle and Eagle County, 2010). As a result of this growth period, the Town's housing is predominantly new single-family housing built between 2000 and 2009. Approximately 72% of the Town's housing units are designated as single-family detached, 15% of housing units are designated as single-family attached, and the remaining 13% of housing units are designated as multifamily (United States Census Bureau, 2017).

The influx also created a distinct economic separation between new residents and local workers as well as a shortage of affordable real estate (Town of Eagle and Eagle County, 2010). In 2002, the Town adopted a housing program for local employees, the Local Employee Residency Program (LERP), which was intended to increase the availability of permanently affordable housing for residents who live or work in the Town (Town of Eagle and Eagle County, 2010).

In 2000, the Town also changed zoning standards to allow for the inclusion of accessory dwelling units (ADUs) in all residential zones in an attempt to increase the number of rental units available to the local workforce (Town of Eagle and Eagle County, 2010). An ADU is defined as an apartment attached to a single-family dwelling unit, with the following characteristics (Town of Eagle, 2019g):

- Design and size conform to applicable standards and requirements
- Does not exceed 700 sq ft
- Is isolated from the original unit
- Has a separate outside entry
- Appearance remains that of a single-family residence, meaning new entrances are located on the side or rear of the building
- Lot coverage and floor area ratios may not exceed maximum established values
- Off-street parking spaces follow parking code
- Residence owner occupies at least one of the dwelling units

Understanding housing characteristics is important to understanding the types of water efficiency programs that can achieve impactful water savings. Older housing units in the Town represent opportunities for indoor water savings through the replacement of indoor fixtures and appliances, while newer housing units are likely to contain WaterSense-certified indoor fixtures and appliances. Single-family detached homes often have large irrigated turf areas that present opportunities for reducing outdoor water use through irrigation improvements or landscape conversions. Where new development and infill occur, the largest water savings can be achieved through design standards that require water efficiency measures from the start.

4.4. Commercial, Institutional, and Industrial Sector

Water use patterns and water savings opportunities in the commercial, institutional, and industrial (CII) sector are much more variable than opportunities in the residential sector, simply due to the wide range in business types and water end uses. Water efficiency programs can target specific business types (e.g., hotels) or can be developed to focus on common end uses (e.g., irrigation) across businesses.



The Town does not serve large industrial users but does have a number of commercial and institutional customers. Census data show that the largest commercial sectors in Town are (United States Census Bureau, 2017):

- Management, business, science, and arts (43% of local jobs)
- Sales and office occupations (21%)
- Service and hospitality (15%)
- Natural resources, construction, and maintenance (11%)
- Production, transportation, and material moving (10%)



5. Existing Water and Wastewater System

5.1. Water Rights

The Town owns and leases water rights for potable water production, raw water irrigation, augmentation, and storage. Unless otherwise cited, all information in this section comes from a water rights summary prepared for the Town (Resource Engineering, Inc., 2014).

5.1.1. Potable Water System

The Town has historically operated a single point of diversion, known as the Upper Basin Water Treatment Plant (UBWTP), off Brush Creek. To serve a growing population, and for secondary benefits of system reliability and redundancy, the Town began:

- **Developing additional diversion points:** The Town's treated water supply system now consists of eight decreed diversion points, including the Gravity Water System Intake that feeds the UBWTP.
- **Diversifying the water rights portfolio:** The Town now has the potential to develop additional rights between Brush Creek and Eagle River.
- **Constructing a second water treatment plant:** The Lower Basin Water Treatment Plant (LBWTP) is under construction and is expected to begin operations in 2020. The LBWTP will divert water from Brush Creek although it will have the option of pumping from Eagle River above the confluence with Brush Creek if needed, for example in the event of contamination in Brush Creek.

5.1.2. Raw Water System

Raw water can be diverted at three points: (1) the Squire and Hammond Ditch, (2) the Mrs. Paye Ditch, and (3) the Warm Springs Ditch. The raw water system serves irrigation demands at selected golf courses, parks, recreational fields, and schools associated with the Town of Eagle, Eagle Ranch, and Haymeadow development.

5.1.3. Augmentation Water

Many of the Town's water rights have a priority date in the 1970s or later, making them relatively junior water rights subject to curtailment under the prior appropriation doctrine. When streamflows are low and cannot serve all water rights, an administrative call is placed on the river to curtail junior water rights. The Town has decreed a number of augmentation plans that allow the Town to continue diverting water out of priority at the UBWTP intake while replacing those diversions with augmentation water from the Green Mountain Reservoir Historic User Pool, consumptive use credits from Haymeadow and Eagle Ranch, or stored water supplies.

5.1.4. Storage

The Town owns and leases storage to provide a flexible replacement supply and to help meet minimum instream flow requirements. The Town owns supplies in three reservoirs and leases supplies in four reservoirs.

Commented [AV1]: This section is still under review by Resource Engineering and is subject to change.



5.1.5. Instream Flows

The Town of Eagle is committed to maintaining environmentally beneficial streamflows and lake levels. **Figure 7** shows a map of instream flow rights in the Eagle watershed.

The primary instream flow requirement with the potential to affect Town operations is the 12.0 cfs required to be maintained in Brush Creek downstream of the UBWTP intake. The Town's storage rights of 125 ac-ft in Sylvan Lake on West Brush Creek serve as emergency supplies that can be released if streamflows drop below 12 cfs (Resource Engineering Inc., 2011; Resource Engineering, Inc., 2014). During the 2002 drought, minimum streamflows were not maintained in that stretch of Brush Creek and water rights holders came together to develop a watershed management plan (Resource Engineering Inc., 2011). The benefits of regional water management manifested during the 2012 and 2018 droughts when minimum streamflows in Brush Creek were maintained.

CWCB also holds an instream flow right on Eagle River between the confluence with Brush Creek and the Town's wastewater treatment plant (WWTP) outfall that protects flow levels at 130 cfs from May-Sep and 50 cfs from Oct-Apr.

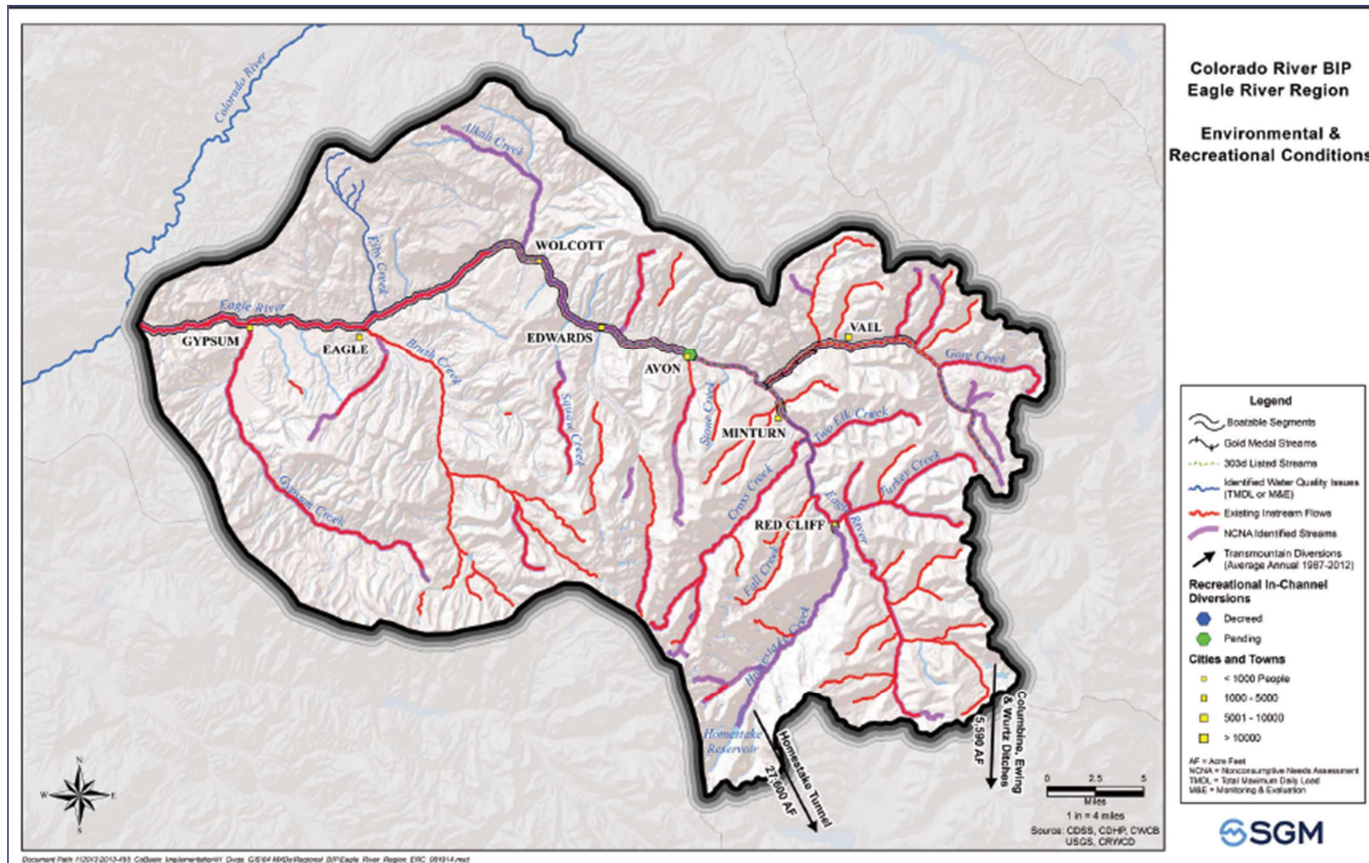


Figure 7. Instream Flow Protections in the Eagle River Watershed (Colorado Basin Roundtable, 2015)



5.2. Treatment and Distribution

5.2.1. Potable Water

The UBWTP, originally built in 1982, has a production capacity of 4.3 MGD. A pretreatment facility was built in 2006 to add coagulation, sedimentation, and flocculation processes to the direct filtration and disinfection processes, which collectively result in the Town meeting or exceeding drinking water standards.

The LBWTP is currently under construction and will begin operations in 2020. The plant is being constructed in Phase 1 with a production capacity of 2.5 MGD. This capacity is expected to serve demands through 2040. The LBWTP can be expanded in future phases to a production capacity of 5.0 MGD. Drinking water treatment will include conventional processes as well as membrane filtration.

The distribution system consists of 68 miles of water mains, 10 pressure zones, five pump stations, and nine storage tanks. The tanks store 6.4 MG of treated water, inclusive of fire and emergency reserves, which can serve system demands for 1-4 days under regular (non-emergency) conditions. Pressure reducing valves are required.

5.2.2. Non-Potable Water

Raw water is diverted off Brush Creek at multiple locations as well as off multiple ditches that serve irrigation demands. The Town is responsible for the Warm Springs non-potable system which diverts off the Warm Springs ditch and into a vault for pumping and delivery to the pool and ice rink property, private developments, and a future school site. This non-potable system has the potential to serve additional demands.

5.2.3. Wastewater

The Town's 1.63 MGD WWTP is located on Eagle River, downstream of the confluence with Brush Creek. Treated effluent is discharged into the Eagle River, which means that Brush Creek is dewatered downstream of the UBWTP intake due to the municipal diversions (Resource Engineering Inc., 2011).

The Town is evaluating treatment alternatives and costs associated with retrofitting the WWTP to meet new nutrient discharge requirements under Regulation 85: Nutrients Management Control Regulation (Colorado Department of Public Health and Environment, 2012).

5.3. Connection Fees

The Town charges a Plant Investment Fee (PIF) to connect properties to the water distribution and wastewater collection systems. The PIF comprises water and wastewater system fees that are calculated by multiplying base fees by the number of equivalent units for the property. In 2019, the base water fee was \$9,258 for in-town customers and \$13,886 for out-of-town customers, while the base wastewater fee was \$10,000 for all customers (Town of Eagle, 2019d). The base fees are evaluated each year and adjusted as needed.

One equivalent residential unit (EQR) is defined as a typical single-family residential unit that houses a statistical average of 3.5 persons and has not more than 2,500 square feet of irrigated lawn or garden. EQRs for different property types and features are defined in the Town's municipal code and summarized in **Table 2** (Town of Eagle, 2019e; Town of Eagle, 2019f).



Table 2. Equivalent Units by Property Type and Feature (Town of Eagle, 2019e; Town of Eagle, 2019f)

Property Type	Property Features	EQR per unit
Single-Family Residential	Lot size up to 8,000 sq ft	1.0
	Lot size 8,001 to 10,000 sq ft	1.2
	Lot size 10,001 to 12,000 sq ft	1.3
	Lot size over 12,000 sq ft	1.4
	Lot size 8,001 to 10,000 sq ft	1.2
	Lot size 10,001 to 12,000 sq ft	1.3
	Lot size over 12,000 sq ft	1.4
Multi-Family Residential (Duplex)	Up to 3 bedrooms, 2 bathrooms, and 1,250 sq ft of irrigated landscaping	0.9
Multi-Family Residential (Townhouses, condominiums, and apartments)	Studio apartments	0.4
	Up to 2 bedrooms and 1.5 baths	0.6
	Up to 2 bedrooms and 2 baths	0.8
	Each additional bedroom	0.15
	Each additional kitchen (wet bar)	0.10
	Each additional 1,000 sq. ft. of irrigated landscaping	0.25
Non-potable Irrigation Credit	Per 2,500 sq ft (not to exceed 25% of total EQR)	0.25
Motel, Hotel, and Transient Rental Units	First unit or manager headquarters	1.0
	Each additional rental room without cooking facilities	0.4
	Each additional rental room with cooking facilities	0.5
Other Common Facilities	Washing machines less than 12-pound capacity	0.5
Bars & Restaurants	Less than 25 seating capacity	1.0
	Each additional 25 seating capacity or part thereof	0.6
Service Stations	Full service with service or lubrication bay and/or wash bay	2.0
	Self-service, no wash or lubrication bay and/or service bay	1.0
	Each additional wash bay or rack	1.0
Commercial, Industrial Warehouse, or Public Buildings	Up to 2 men's and 2 women's manual flush toilets/urinals	0.5
	Each additional toilet/urinal with manual flush	0.5
	Each lavatory	0.2
	Each shower, tub, or combination thereof	0.3
	Each laundry, mop, or bar sink	0.2
	Each other water-using fixture/appliance	0.3
Churches and Nonprofit Organization Halls	All	0.1
Schools	Up to 50 students	2.0
	Each additional 50 students or fraction thereof	1.0
	Gymnasium with showers	1.2
Swimming Pool	Each 25,000 gallons or fraction thereof capacity	1.0



Property Type	Property Features	EQR per unit
Laundromat or Landry Basic	Base fee	1.0
	Each top loading machine with less than 12-pound capacity	0.5
	Each top loading machine with 12.1 to 21-pound capacity	0.7
	Each top loading machine with 21.1 to 31-pound capacity	1.0
	Each top loading machine with 31.1 to 41-pound capacity	1.3
	Each top loading machine with 41.1 to 51-pound capacity	1.6
	Each top loading machine with 51.1 to 75-pound capacity	2.0
	Each front-loading machine with less than 20-pound capacity	0.3
	Each front-loading machine with 20.1 to 30-pound capacity	0.7
	Each front-loading machine with 30.1 to 40-pound capacity	1.1
	Each front-loading machine with 40.1 to 60-pound capacity	1.4

All properties connected to the water system are assessed a one-time water meter fee based on the size of the meter required to serve the needs of the property.

The current connection fee structure incentivizes water conservation by resulting in lower connection fees for smaller lot sizes, less irrigated area, and multi-family residential developments. Properties that have non-potable irrigation systems are offered up to a 25% discount on the EQR calculation, which results in less potable water used for outdoor watering. Additional incentives could be incorporated into the fee structure for additional water efficiency measures covering efficient indoor equipment and appliances, efficient irrigation equipment, or low water-using landscapes in irrigated areas.

5.4. Water Rates and Billing

5.4.1. Potable Water Usage

Billing charges assessed to water customers comprise three components: a surcharge, a base fee, and variable charges based on usage. Customers are billed monthly. Rates are adjusted annually as needed.

The surcharge component was introduced in 2017 to help fund Phase 1 construction of the LBWTP. The fee structure uses an inclining block rate structure to encourage water efficiency. Customers are assessed a monthly surcharge based on their average monthly use over the past two years. The analysis is repeated each year so that customers benefit from decreasing water use. **Table 3** shows a summary of the surcharge fee structure for residential and commercial customers.

Table 3. Surcharge Fee Structure (Town of Eagle, 2019h)

Usage Category	Residential Average Use (gal/mo)	Commercial Average Use (gal/mo)	Monthly Surcharge
Low	0 - 4,000	0 - 2,000	\$8.15
Average	4,001 - 14,000	2,001 - 46,000	\$12.50
High	>14,001	>46,001	\$17.00



The base fee component varies by rate type, rate class, and customer location (i.e., in or out of town). The variable use charges are based on an inclining block rate structure to incentivize water efficiency. Customers that reside outside of Town limits pay higher base fees and usage rates than customers within Town limits. Similarly, customers with ADUs pay higher base fees than customers without ADUs. **Table 4** and **Table 5** present the base fees and usage rates for in-town and out-of-town customers, respectively. These rates went into effect January 21, 2019.

Table 4. 2019 In-Town Base Fees and Usage Rates (Town of Eagle, 2019h)

Rate Type	Rate Class	Monthly Base Fee	Usage Block (gal/mo)	Charge per 1,000 gal
Residential In-Town	Without ADU	\$35.29	0-6,000	\$3.00
			6,001-17,000	\$6.62
			17,001-28,000	\$9.92
			28,000+	\$14.88
	With ADU	\$44.27	0-8,000	\$3.00
			8,001-17,000	\$6.62
			17,001-28,000	\$9.92
			28,000+	\$14.88
Non-Residential In-Town	Commercial & Mixed Use	\$35.29	0-6,000	\$3.00
			6,000+	\$6.62
	Government, Schools, & Churches	\$35.29	0-6,000	\$3.00
			6,000+	\$6.62
Residential / Non-Residential In-Town	Compound Meter - High Side	\$0.00	All Usage	\$6.62

Table 5. 2019 Out-of-Town Base Fees and Usage Rates (Town of Eagle, 2019h)

Rate Type	Rate Class	Monthly Base Fee	Usage Block (gal)	Charge per 1,000 gal
Residential Out-of-Town	Without ADU	\$52.94	0-6,000	\$4.50
			6,001-17,000	\$9.89
			17,001-28,000	\$14.84
			28,000+	\$22.25
	With ADU	\$66.45	0-8,000	\$4.50
			8,001-17,000	\$9.89
			17,001-28,000	\$14.84
			28,000+	\$22.25
Non-Residential Out-of-Town	Commercial & Mixed Use	\$52.94	0-6,000	\$4.50
			6,000+	\$9.89
	Government, Schools, & Churches	\$52.94	0-6,000	\$4.50
			6,000+	\$9.89
Residential / Non-Residential Out-of-Town	Compound Meter - High Side	\$0.00	All Usage	\$9.89



5.4.2. Non-Potable Water Usage

Non-potable water service is contracted through agreements that specify the area to be irrigated rather than the volume of water to be delivered, which allows for flexibility during drought conditions. For example, the Town distributes raw water to irrigate 39.13 ac at Brush Creek Meadows (Town of Eagle, 2008). Each agreement establishes the price for non-potable water delivery.

5.5. Non-Revenue Water

Non-revenue water refers to the difference in volume between potable water production and customer billing. Non-revenue water uses in the Town include system leaks, fire hydrant flushes, and other unbilled uses.

5.6. System Reliability, Vulnerabilities, and Future Needs

5.6.1. Reliability

The Town's water supply has reliably served historical system demands, even during the recent droughts in 2002, 2012, and 2018 (Eagle County & The Eagle River Watershed Council, Inc., 2013). However, the Town has been working methodically to improve reliability throughout the water system from water rights to treatment capacity to distribution infrastructure. The Town is also currently working to improve backflow prevention and interconnection standards; is adding backup generators to the existing UBWTP buildings in 2019; and is budgeting for one mobile generator in 2020. The Town is planning for several redundancy projects, including adding second water lines under Eagle River and I-70.

5.6.2. Vulnerabilities

Four areas of vulnerability, that underscore the importance of conservation and efficiency programs in delivering reliable water services, have been identified.

Administrative Calls

All water rights, but especially those that are relatively junior in priority, are at risk of curtailment under the water rights administration system when an administrative call is placed on the river. Four call scenarios have been identified that jeopardize the Town's ability to divert water (Resource Engineering, Inc., 2014).

Table 6 summarizes the four call scenarios, along with the management strategies the Town has put in place. The management strategies include using augmentation supplies (which allow the Town to divert water out of priority) and emergency storage supplies (which allow the Town to supplement direct diversions). To the extent that conservation and efficiency programs are successful in managing demands, they will help the Town continue to meet system demands during these call scenarios.



Table 6. Call Scenarios and Management Strategies (Resource Engineering, Inc., 2014)

Call Scenario (Upstream to Downstream)	Management Strategies
CWCB's instream flow right on Brush Creek (12.0 cfs below Gravity Water System intake)	Augmentation supplies are 10.099 cfs Emergency storage of 125 ac-ft
Senior agricultural water right in Lower Brush Creek	Augmentation supplies are 10.099 cfs Emergency storage of 125 ac-ft
CWCB's instream flow right on Eagle River (130 cfs May-Sep or 50 cfs Oct-Apr between confluence and WWTP outfall)	Augmentation supplies are 5.840 cfs Emergency storage of 130 ac-ft
Colorado Compact call at Cameo (1,900 cfs at the USGS stream gage)	Augmentation supplies are 7.340 cfs Emergency storage of 334.8 ac-ft

Droughts

The driest years on record for Brush Creek are 1954 and 1955 (Resource Engineering Inc., 2011). In 2002, historically low snowpack left many watersheds in Colorado short on surface water supplies (Eagle County & The Eagle River Watershed Council, Inc., 2013). Less severe droughts occurred in 2012 and 2018.

After the 2002 drought, the Town partnered with other water rights holders and stakeholders to develop a regional watershed management plan for Brush Creek (Resource Engineering Inc., 2011). The Town now has agreements in place with other large water rights holders, to reduce irrigation diversions that serve Eagle Ranch Golf Course, Frost Creek Golf Course, and the Adam's Rib development during dry years. Stakeholders in the Brush Creek watershed were able to work together and maintain minimum streamflows during the 2012 and 2018 droughts.

Wildfires and Landslides

The correlation among drought, wildfire, and landslides was made evident during the 2002 drought, which resulted in one of the most devastating wildfire seasons in Colorado's recorded history, followed by landslides (Eagle County & The Eagle River Watershed Council, Inc., 2013). Wildfires burn vegetation that would normally stabilize hillsides and intercept rainfall. Consequently, storm events that occur after wildfires lead to increased runoff and landslides that degrade water quality with high turbidity and pollutant loads. By diversifying intake locations and water supply sources, the Town has worked to mitigate these risks.

5.6.3. Future Needs

The Town's 2011 Capital Improvement Plan includes the following projects for the water system (Town of Eagle, 2019b):

- **LBWTP Construction:** Described previously.
- **Violet Lane Water Line:** To connect the LBWTP to the existing distribution system (completed in October 2019).
- **UBWTP Generators:** As backup power supply for the pretreatment facility and main plant.
- **Cemetery Tank:** To replace an existing undersized water tank with a new 1 MG tank.
- **Filter Train Electric Valves:** Valves for the 3-Filter trains described below.



- **UBTWP 3-Filter Trains:** To replace existing filters at the UBTWP.
- **Fencing for Water Properties:** For increased security of existing facilities.
- **Fairgrounds Water Main Loop:** To connect the LBWTP distribution to the north across Eagle River.
- **Brooks Lane Water Main:** To replace an existing water main.
- **Water Fill Station:** To add water fill stations at the LBWTP and WWTP.
- **Downtown Distribution: Capitol Street: 2nd to 6th Street:** To replace the existing water main on Capitol Street between 2nd and 6th Street over a five-year timeframe. The project will start in 2020 focusing on the segment between 5th and 6th Street.
- **Howard Street Water Main: 2nd Street to 6th Street:** To replace the existing water main on four blocks along Howard Street between 2nd Street and 6th Street.
- **Water Transmission Main: Hardscrabble Road to Headquarters:** To replace the existing water transmission main starting near the Adams Rib headquarters and continuing south to Hardscrabble Mountain Road.



6. Historical Water Demands and Demand Management

6.1. Historical Water Demands

The Town tracks historical data and water use metrics to answer the following questions:

- How much water is being used?
- Is water use going up or down?
- Is water use getting more or less efficient?
- What are the opportunities to save additional water?

The following sections present information that describes historical potable water use. There are no historical data available to comprehensively evaluate non-potable water demands. All available information is presented, though the period of available data varies between metrics. **Appendix A** contains all baseline data presented in this plan.

6.1.1. Annual Water Use

The Town tracks three measures of annual water use:

- **Diversions:** Diversions represent the volume of water diverted from Brush Creek and sent to the UBWTP. Reliable diversion records, starting in 1990, are available from Colorado's Decision Support System (State of Colorado, 2019).
- **Production:** Production represents the volume of potable water produced at the UBWTP and sent to the distribution system. Historical data from the Town's internal tracking processes are available going back to 2002.
- **Deliveries:** Deliveries represent the volume of potable water billed to customers. Historical data are available, from the Town's billing system, going back to 2016, as the billing system had been set up to retain only three years of data. Since developing this plan, the Town has worked with the software provider to configure the billing system so it will retain ten years of data moving forward.

Figure 8 shows the available diversion, production, and delivery data. The water system experienced rapid growth during the early 2000s but annual water use has remained relatively constant since 2006, with an average annual production of 1,416 ac-ft. Previous work has estimated that the Town may need to divert up to 4,100 ac-ft/yr of water to satisfy the potable water demands of a growing population through 2040 (Resource Engineering Inc., 2011).

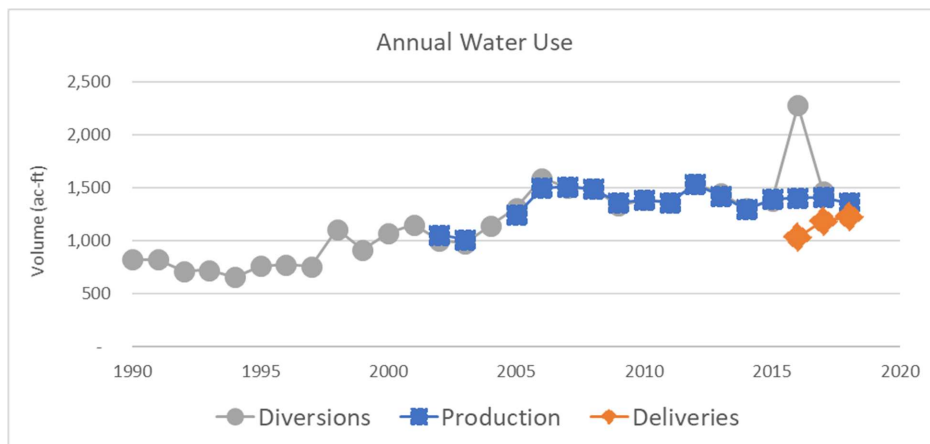


Figure 8. Annual Diversions, Production, and Deliveries (1990-2018)

The Town's billing software tracks water use for 10 customer types:

- Churches
- Commercial
- Government
- Multi-Family
- Residential (In Town)
- Residential (Out of Town)
- School
- Single-Family
- Sprinkler System
- Town Property

Figure 9 shows the breakdown of water deliveries by customer type over the period 2016-2018. Unsurprisingly, given the characteristics of the Town's housing and service area, almost half of the water delivered served residential properties in Town. The commercial sector, the second largest category, received 18% of annual deliveries.

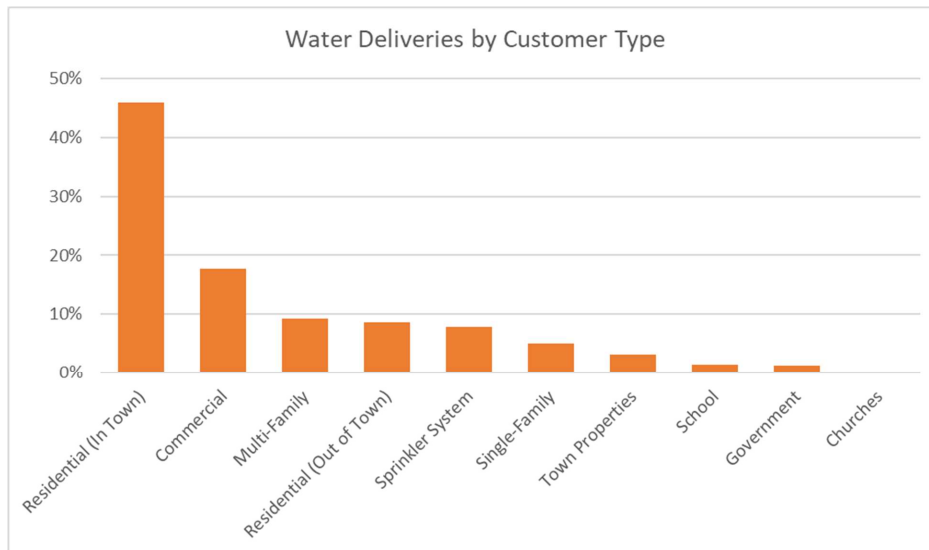


Figure 9. Water Deliveries by Customer Type (2016-2018)

Based on an analysis of historical water use, the largest individual water users in the residential sector are multi-family developments and homeowners' associations (HOAs). The largest individual water users in the CII sector are government-owned facilities, hotels, irrigation-only accounts, and schools.

Table 7 summarizes the annual diversions, production volumes, and deliveries by major customer sector since 2013. **Appendix A** contains all available baseline data.

Table 7. Annual Diversions, Production, and Deliveries by Sector (ac-ft)

Year	Diversions	Production	Deliveries	Residential Deliveries	CII Deliveries	Irrigation-Only Deliveries
2013	1,402	1,424	n/a	n/a	n/a	n/a
2014	1,345	1,295	n/a	n/a	n/a	n/a
2015	1,364	1,391	n/a	n/a	n/a	n/a
2016	2,301	1,403	1,034	713	238	83
2017	1,459	1,411	1,184	817	272	95
2018	1,418	1,358	1,225	845	282	98

*n/a = data not available

6.1.2. Seasonal Water Use Patterns

Water use within the Town's service area follows a seasonal pattern that is typical of other Colorado communities: relatively low and constant use during winter months (October through April) and higher use during the summer months (May through September). Higher summer use is attributed to outdoor irrigation.



Figure 10 shows monthly water deliveries for the period 2016-2018. Over these three years, the irrigation season has shifted earlier, to start in April instead of May. The Town will continue to monitor this trend and its impacts on total outdoor water use.

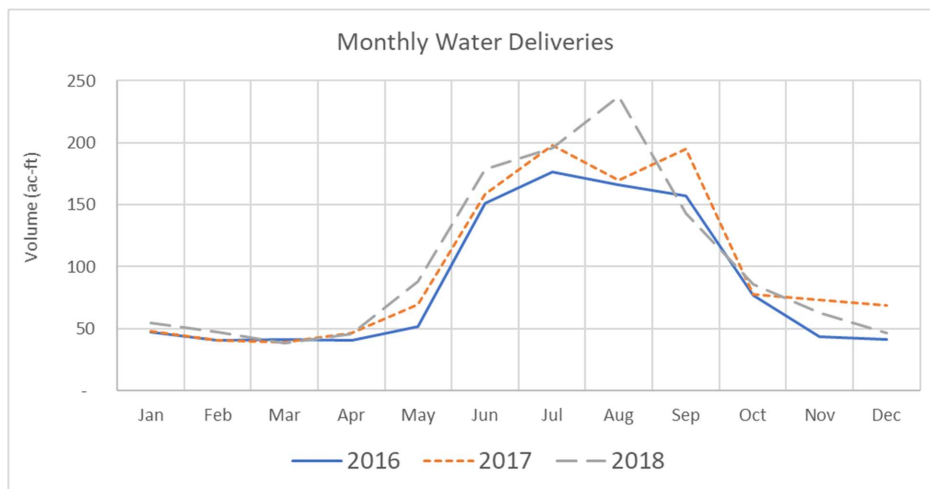


Figure 10. Monthly Water Deliveries (2016-2018)

The Town tracks several metrics to assess how outdoor water use is changing over time. From 2016-2018, outdoor water use is estimated to:

- Represent 50% of annual water use
- Represent 75% of total water use during the peak irrigation months of June through August
- Increase water use by a factor of almost 4 during peak irrigation months compared to winter months

6.1.3. Non-Revenue Water

The Town has worked diligently since 2005 to identify and repair system leaks and meter all water uses. These efforts have resulted in a significant reduction in non-revenue water: from 26% in 2016, to 16% in 2017, to 10% in 2018. Values of 10% or lower are generally considered acceptable in the water industry, although the Town continues to look for opportunities to reduce system losses.

6.1.4. Systemwide Water Use Metrics

In addition to total water use, the Town also evaluates normalized water use (defined as water use per population served) to evaluate whether use is getting more or less efficient over time. For systemwide water use, the Town uses a normalized metric of gallons of water produced per active customer account per day (gal/acct/d). **Figure 11** shows the normalized systemwide water use values for the period 2005-2018. From 2005 to 2009, systemwide water use became much more efficient, dropping from 673 gal/acct/d to 441 gal/acct/d. That drop is largely attributable to the Town introducing a water main replacement program that greatly reduced system leaks. Since 2009, systemwide efficiency improvements



have continued with a more moderate year-over-year decline of 1% on average. Interannual variability (the annual fluctuations in normalized systemwide water use) due to weather and other variables that influence water use ranges from -18% to +13%, which means that in any given year systemwide water use may fluctuate more than the long-term declining trend. In the baseline year of 2017, normalized systemwide water use was 444 gal/acct/d.

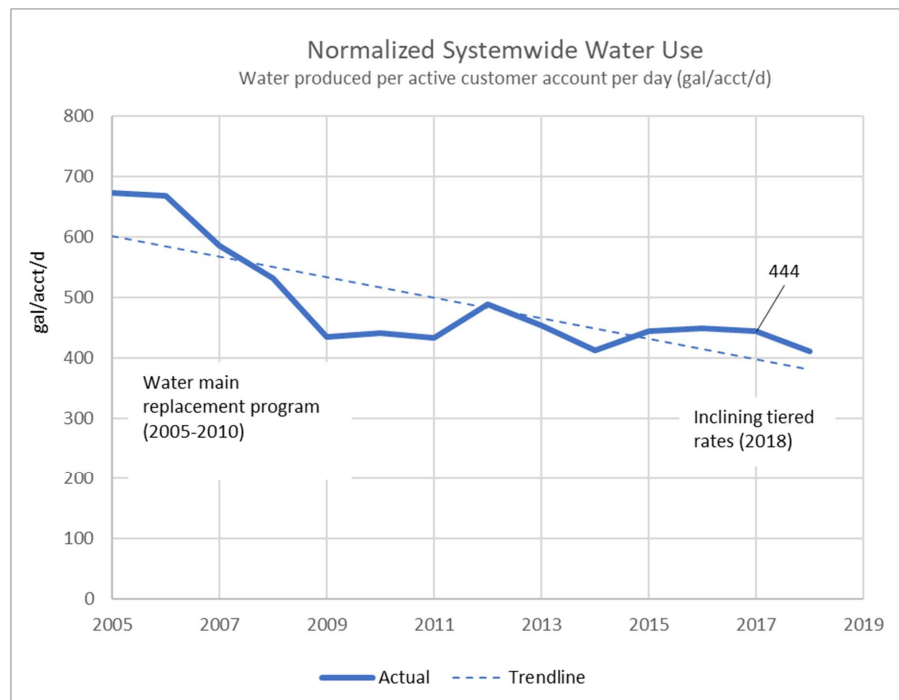


Figure 11. Normalized Systemwide Water Use (2005-2018)

6.1.5. Residential Water Use Metrics

The Town evaluates residential water use by calculating a normalized metric of gallons of water delivered per population served per day (gallons per capita per day, or gpcd). Due to the limited historical billing data, normalized residential water use could only be calculated for three years (**Figure 12**). In the baseline year of 2017, normalized residential water use was 98 gpcd.

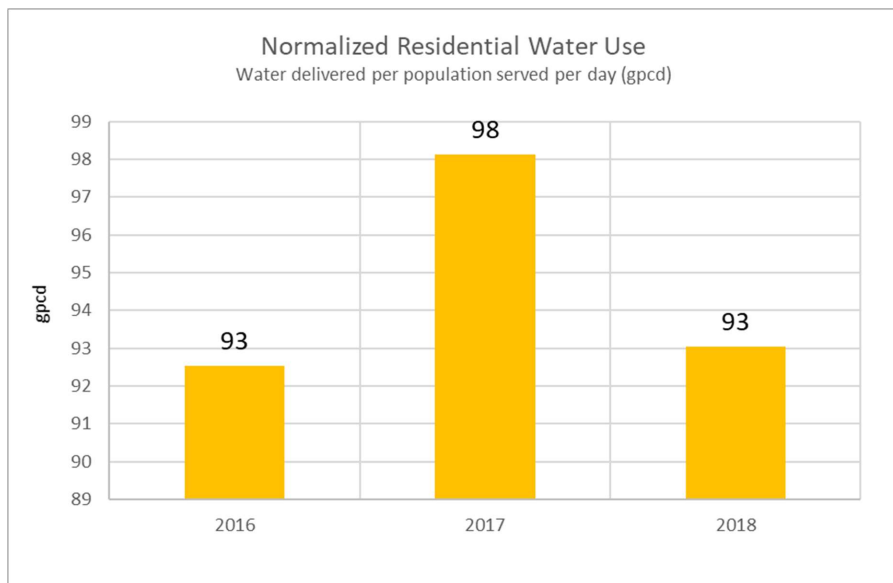


Figure 12. Normalized Residential Water Use (2016-2018)

6.2. Past and Current Demand Management Activities

The Town has a number of past and ongoing efforts to improve water efficiency and conservation. The efforts range from foundational activities to collect water use data, to traditional conservation programs that reduce system losses, to innovative approaches to integrating water into land use planning. Some of the ongoing activities such as integrated planning, data collection, and water efficiency-oriented rates and tap fees that have been described previously are not repeated here. The following sections describe the remaining efforts, organized in accordance with the State of Colorado's guidance (Colorado Water Conservation Board, 2012).

6.2.1. Foundational Activities

Metering

The Town has an automatic meter reading (AMR) system installed. The meters are read monthly to align with the billing cycle.

The Town encourages multi-family developments and HOAs to install separate meters for indoor and outdoor water use to better monitor irrigation demands, but only a small number of properties currently have separate meters installed. The Town has been leading by example, by installing submeters in Town-owned parks and buildings.

Over the past several years, the Town has made a concerted effort to meter all water uses, including water used for construction, hydrant flushing, fire department training, and the community pool. These data are helpful for the Town to better differentiate between system losses, water use that is unbilled but authorized, and water use that is temporary but billed.



Billing Upgrades

In 2019, the Town upgraded the billing system to show customers their historic water use alongside current water use on monthly bills. This information allows customers to evaluate their use compared to previous years and see the direct impacts of conservation and efficiency efforts. The Town saw success with this program and will continue it into the future.

System Water Loss Management and Control

As mentioned previously, the Town initiated a leak detection and water main replacement program, in 2005, that resulted in significantly reduced system losses. The Town conducts biannual audits of the water system to identify lines that need repair or replacement (SGM, 2017). Half of the system is tested during spring months while the other half is tested during fall months. Identified issues are addressed through regular maintenance schedules, the long-range capital planning process, or through emergency repairs (depending on the severity of the identified issue).

Staffing

The Town does not have a dedicated water conservation coordinator, though staff from the Public Works & Maintenance Department lead water conservation and efficiency activities for the Town in addition to other job responsibilities. Staff from the Building and Planning Departments also support Town efforts, especially around integrating water into long-range planning and development review processes and incorporating water efficiency into new development guidelines and standards.

Integration of Water and Land Use Planning

In April 2019, a multidisciplinary team from the Town participated in the Growing Water Smart workshops offered by the Lincoln Institute for Land Policy and the Sonoran Institute (Resilient Communities and Watersheds, 2018). The three-day workshop was an opportunity to collaborate, discuss the importance of water-efficient development, and develop an action plan for continued integration and communication.

Progress in this integration is evident in the coordination that is happening in the Town's comprehensive plan update, known as Elevate Eagle, and development review processes (Town of Eagle, 2019a). Town staff from the Public Works & Maintenance, Building, and Planning Departments work together closely to discuss new development applications and to coordinate on code requirements and approval standards.

6.2.2. Targeted Technical Assistance and Incentives

Irrigation Equipment Retrofits and Efficient Parks

In 2018, the Town completed an effort to upgrade irrigation equipment at parks irrigated with potable water. In 2019, the Town began retrofitting irrigation systems at parks irrigated with raw water. This effort is expected to be completed in 2020.

Water-Efficient Land Development and Landscaping Plans

Through the Growing Water Smart workshop, the Town reviewed landscape ordinances that encourage water conservation measures. This information will be referenced as the Town completes updates to its development code.



6.2.3. Ordinances and Regulations

Outdoor Water Use

In 2018, the Town amended Section 12.07 of the municipal code to authorize the Public Works Director to establish water conservation policies and regulations concerning the use of all water delivered through the Town's municipal water supply system or diverted under the Town's water rights (Town of Eagle, 2018).

The current water irrigation conservation policy prohibits water waste and limits the use of either potable or non-potable water for irrigation under normal circumstances as well as under drought restrictions. Violations are penalized with fines and/or imprisonment, depending on the severity and number of violations.

Base requirements include the following:

- Irrigation is only permitted from April 15 through October 15.
- Irrigation is only permitted between the hours of 5 pm and 10 am.
- Ponding and runoff from irrigated areas are prohibited.
- Runoff from private property into public rights-of-way or storm drain systems is prohibited.
- Leaks are prohibited and must be repaired within one week of discovery.
- Irrigation systems should be designed and operated for optimum efficiency and should use a smart controller.

Stage 1 water use restrictions are in effect at all times, regardless of drought conditions. Hand watering restrictions and irrigation day restrictions are introduced in addition to the base requirements outlined above, except where watering is required to establish new turf.

Stage 2 (water shortage warning) applies when snowpack levels on April 1 are lower than average and indicate a high likelihood of low summer flows in Brush Creek. The Town alerts customers, through public notice, that additional water restrictions are likely to be enacted. When Stage 2 water use restrictions are enacted, they include Stage 1 restrictions plus additional restrictions for specific end uses (e.g., pools and spas) and customer types (e.g., car washes).

Stage 3 (critical dry year conditions) applies when snowpack levels on April 1 are well below average and indicate a high likelihood of critically low summer flows in Brush Creek. The Town alerts customers, through public notice, that additional water restrictions are likely to be enacted. When Stage 3 water use restrictions are enacted, they include Stage 2 restrictions plus additional irrigation day restrictions, reducing from three to two watering days per week.

Stage 4 (emergency restrictions) applies when water demands exceed the water system capacity on a recurring basis, creating credible risks for supply shortages or system failures. When Stage 4 water use restrictions are enacted, they include Stage 3 restrictions but additionally prohibit all irrigation, filling of pools or spas, car or other vehicle washing, fountains, and pavement washing.

Indoor Water Use

The Town encourages indoor water use efficiency through local and State regulations:

- The Town's building code is currently based on the 2015 editions of the International Building Code, International Residential Code, and International Plumbing Code (Town of Eagle, 2019i).



- In 2016, the State of Colorado passed SB14-103, also known as Colorado's Indoor WaterSense Fixture Requirement, requiring that only certified WaterSense fixtures be sold in the State of Colorado (Colorado General Assembly, 2014).
- In 2019, the State of Colorado passed HB19-1231, also known as Colorado's New Appliance Energy and Water Efficiency Standards (Colorado General Assembly, 2019). The bill expands requirements for new appliances and equipment sold and installed in Colorado, and for the first time covers sprinkler heads in irrigation systems.

Identifying Barriers to Water Conservation in Existing Land Use Regulations

The Town of Eagle is located within the jurisdiction of the Northwest Colorado Council of Governments (NWCCOG). Since 2017, the NWCCOG water quality and quantity (QQ) committee has been spearheading efforts to improve land use planning as well as codes for improved water conservation and water quality outcomes. The NWCCOG QQ conducted a high-level code and policy scan for each community in their jurisdiction to identify gaps, opportunities, and recommendations for improvements. A final report from this effort is forthcoming.

6.2.4. Education

Online Information

The Town Utilities website includes information about water services and rates, reporting leaks and water waste, current water restrictions, and tips for proper irrigation and lawn maintenance (Town of Eagle, n.d.).

Educational Workshops

The Colorado State University Western Region Extension Office offers a Master Gardener Program as well as tips for lawn maintenance (Colorado State University, n.d.). Eagle Ranch Association offers educational workshops and trainings to landscape developers.

Xeriscape Demonstration Gardens

The Eagle County administration building has a xeriscape demonstration garden.

6.2.5. Historical Water Savings

As a result of past water conservation and efficiency efforts, normalized systemwide water use has declined by almost 40% since 2005. The Town has steadily grown over this period, with population and active accounts increasing by more than 4% year-over-year on average. These findings demonstrate a marked improvement in water use efficiency.



7. Water Efficiency Goals and Demand Forecasts

The Town has established two water efficiency goals (SGM, 2017). The first goal aims to improve water use efficiency by reducing normalized systemwide water use by 10%, from 2017 to 2023. The second goal aims to reduce the percentage of water used outdoors from 70% to 60% during the peak summer months of June through August.

7.1. Goal to Improve Water Use Efficiency

In the 2017 baseline year, normalized systemwide water use was 444 gal/acct/d. To achieve the water use efficiency goal, the Town would need to reduce normalized systemwide water use to 400 gal/acct/d by 2023.

Figure 13 presents two forecasts of normalized systemwide water use. The business-as-usual forecast indicates the Town is on track to achieve 425 gal/acct/d in 2023. The Town needs to implement additional water efficiency measures to achieve the goal forecast of 400 gal/acct/d by 2023.

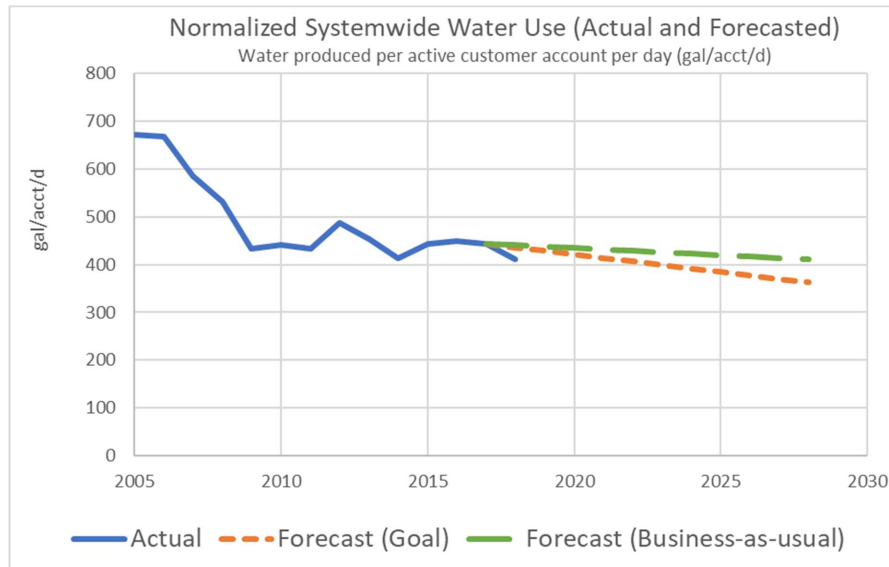


Figure 13. Forecasts of Normalized Systemwide Water Use

Although both forecasts indicate that systemwide water use will continue getting more efficient, the volume of water needed to serve a growing population may increase or decrease depending on the magnitude of growth. **Figure 14** presents a range of possible forecasts for production volumes. Under a low-growth scenario (deemed the least likely to occur), production volumes could decline. The Town is planning for production volumes that remain steady (as indicated by the business-as-usual forecast) or that increase (as indicated by the high-growth forecast).

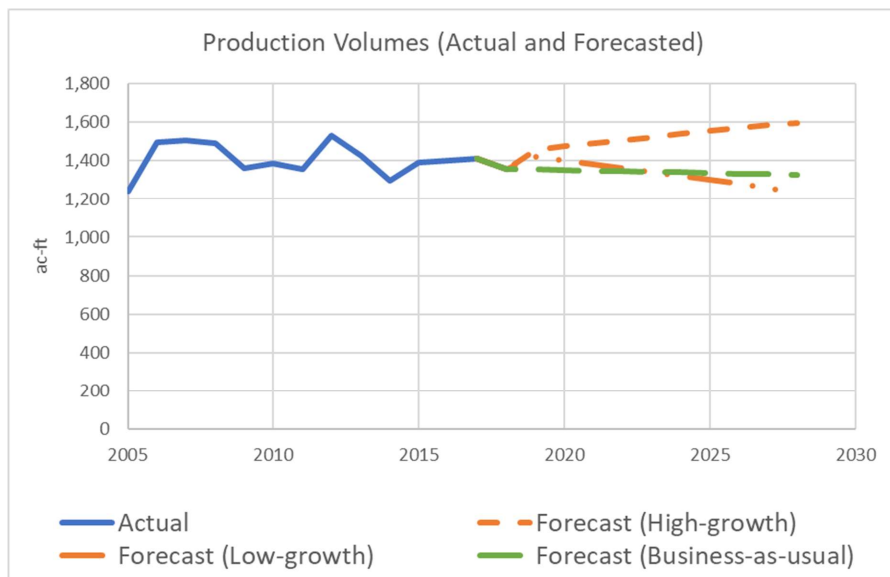


Figure 14. Forecasts of Production Volumes

7.2. Goal to Reduce Outdoor Water Use

In the 2017 baseline year, the percentage of water estimated to be used outdoors during the peak irrigation months of June through August was 70% based on delivery volumes. From 2016-2018, the percentage varied from 70-76% with no discernible trend. These results are based on a preferred calculation using water delivery volumes rather than production volumes to remove a confounding effect from system losses, which often increase seasonally. The metric was also calculated using production volumes to analyze a longer historical record of 2005-2018. The results from both analyses show no discernible trends and indicate that the Town needs to introduce efficiency programs targeted at reducing outdoor water use to achieve this goal (Figure 15).

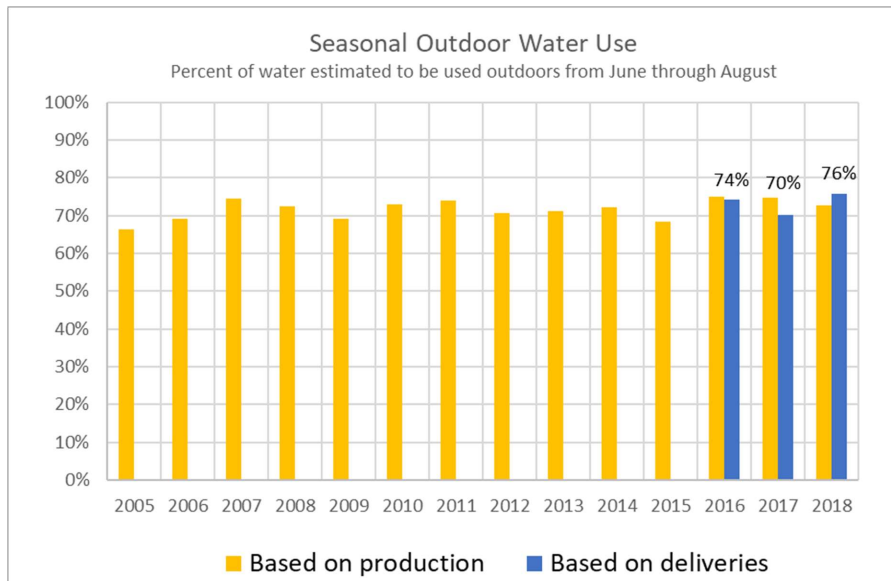


Figure 15. Seasonal Outdoor Water Use Percentage (2005-2018)



8. Selection of Additional Water Efficiency Activities

The Town identified additional water efficiency activities using the following approach:

- Start with commitments previously made in the Town's Five-Year Water Efficiency Planning Strategy and approved by the Town Board (SGM, 2017).
- Add new programs based on current Town priorities, stakeholder input, programs that are common in other Colorado communities, and/or have high potential for water savings.
- Conduct a screening-level cost-benefit analysis based on participation rates, water savings potential, and implementation duration and costs. Outputs from this analysis included:
 - **Cost-benefit ratio for the Town:** Values larger than one indicate that the lifetime benefit of the program outweighs the lifetime program costs.
 - **Simple payback period for the Town:** the number of years it will take for the Town to recoup implementation costs through avoided treatment and other costs.
 - **Simple payback period for the customer:** the number of years it will take for the customer to recoup implementation costs through reduced water use and billing charges.
- Where cost-benefit ratios are not favorable (i.e., <1), adjust discretionary program parameters (e.g., rebate value) to achieve a favorable cost-benefit ratio (i.e., >1).
- Prioritize programs for implementation based on analysis results, stakeholder input, and an understanding of the staff and financial resources that are likely to be available from the Town.

A summary of water efficiency and conservation activities that the Town aims to implement is shown in **Table 8** with additional program information included in the following sections. Projected water savings in the year 2027 are shown in accordance with State guidance recommending a seven-year planning horizon for water efficiency plans (Colorado Water Conservation Board, 2012). However, projected water savings may be higher in later years where the implementation period extends beyond 2027.

Table 8. Summary of Planned Water Efficiency Activities

Implementation Period	Water Efficiency Activity	Annual Implementation Costs (\$)	Projected Water Savings in 2027 (ac-ft/yr)	Cost-Benefit Ratio as Modeled
Now-2028	Landscaper certification and training	n/q	n/q	n/q
2020	Municipal efficiency improvements	\$25,000	3	n/q
2020	Development code updates	-	n/q	*
2020-2040	Educational activities	\$3,000	3	1.1
2020-2025	Irrigation system rebates	\$7,000	4	2.3
2020-2025	Rain barrels	\$4,000	1	1.3
2021-2026	Outdoor water audits and direct installs	\$31,000	15	2.5
2022-2027	Turf replacement	\$23,000	12	1.7
2024-2029	Toilet rebates	\$18,000	13	4.1
2025-2030	Indoor audits with direct installs	\$14,000	3	1.4
2025-2030	Metering upgrades to AMI	\$258,000	50	1.0
Total Projected Water Savings in 2027			103 ac-ft/yr	

*A cost-benefit ratio could not be calculated, as this item is not expected to have implementation costs.

**n/q = Not quantified



8.1. Foundational Activities

8.1.1. Metering Upgrades

The Town is interested in upgrading the current AMR system to Advanced Metering Infrastructure (AMI). AMI systems are fully networked and provide a wide range of benefits, including remote meter reads, real-time water use information and leak detection, high use notifications, and customer dashboards.

However, the upgrade is capital intensive. Upgrading all meters plus the network infrastructure is estimated to cost \$1.3-2.2 million. This program makes financial sense (with a cost-benefit ratio minimally greater than one) if the Town can upgrade the system at a cost of approximately \$450/customer. As described in **Section 5.3**, the Town currently charges meter fees to new customers and could incorporate the upgrade costs into future fee structures. Customers would immediately benefit from the upgrade through real-time water use information and leak detection.

Given the high implementation costs, the Town intends to delay this activity until after the LBWTP is operational. For planning purposes, the upgrade is slated for 2025-2030. The upgrade is expected to lead to 7% water savings, with 5% coming from improved leak detection and 2% coming from enhanced customer engagement. Once the upgrade is complete in 2030, the Town expects to realize 82.5 ac-ft/yr in water savings.

8.2. Targeted Technical Assistance and Incentives

8.2.1. Outdoor Water Efficiency

Over the next five years, the Town's top priority is reducing outdoor water use. The Town has identified five programs of interest.

Outdoor water audits with direct installs

This program would provide on-site irrigation system audits in which the technician also programs a customized watering schedule, makes minor sprinkler head adjustments, and potentially replaces broken sprinkler heads. Customers would receive a customized audit report with additional efficiency recommendations. The audit report may also include a customized landscape water budget.

The Town intends to actively recruit schools, HOAs, and the top irrigation users across all sectors for program participation. With 120 participants per year, the Town would realize water savings of 15 ac-ft/yr. Program costs would include time to schedule the audit, time to conduct the audit, program marketing, and the cost of equipment offered as direct installs. Annual program costs are expected to be approximately \$31,000.

Irrigation rebate program

This program would offer customers financial incentives for installing water-efficient sprinklers, smart controllers, or rain sensors. Equipment purchase, installation, and on-going maintenance would be the responsibility of the customer. Program costs to the Town would include staff time to process the rebate plus the rebates themselves (currently priced at \$150 per participant). With 30 participants per year, the Town would realize water savings of 4 ac-ft/yr. Annual program costs are expected to be approximately \$7,000.



Turf replacement program

This program would offer customers financial incentives for converting traditional turf landscaping to low-water using landscapes (e.g., native vegetation or xeriscaping) or no-water using landscapes (e.g., zero-scaping). The upfront customer investment for landscape conversion can be significant and upwards of \$1,500. To incentivize program participation, the Town would need to provide a sizable rebate, suggested to be \$750. In addition, staff time is required to evaluate the project site before and after landscape conversion occurs.

With 25 participants per year, the Town would realize 12 ac-ft/yr of water savings. Annual program costs are expected to be \$23,000.

Rain barrel program

Rainwater harvesting has been legal in Colorado since 2016 (Colorado General Assembly, 2016). Households are allowed two 55-gal drums. Water that is collected can be used to hand water flower beds or other areas not served by an irrigation system. Purchasing two rain barrels costs about \$200, though numerous online videos and educational workshops help homeowners build their own.

This program would include the promotion of rain barrels through the Town's website and bill stuffers, hosting workshops to construct rain barrels, and offering rebates up to \$75 for commercially bought rain barrels. With 50 participants per year, the Town expects to realize 1.3 ac-ft/yr of water savings. Annual program costs are estimated to be \$4,000.

Landscaper training and certification

Many Colorado communities are exploring training and certification programs for irrigation and landscaping companies to promote waterwise irrigation and landscaping practices. A number of training programs are available:

- The Associated Landscape Contractors of Colorado (ALCC) is licensed by the National Association of Landscape Professionals to offer the testing for the Landscape Industry Certified Technician designation (Associated Landscape Contractors of Colorado, n.d.).
- The Irrigation Association offers nine different certification programs (Irrigation Association, n.d.). Annual trainings are offered at Northern Water among other locations.
- The QWEL (Qualified Water Efficient Landscaper) program is an EPA WaterSense labeled certification program in irrigation system audits (Qualified Water Efficient Landscaper, n.d.). South Metro Water Authority recently held a regional training for all member communities.
- G3's Watershed Wise Landscape Professional certification is an EPA WaterSense labeled Professional Certification Program for irrigation system audits (Green Gardens Group, n.d.). Upon certification, professionals are listed on EPA's WaterSense website and on G3's Pro Search website.
- The Green Industries of Colorado (GreenCO) has developed landscape water conservation and efficiency best management practices. GreenCO conducts training and testing on the best management practices at the ProGreen Expo event and at other times throughout the year (GreenCO, 2019).

Each program differs in rigor, curriculum, and testing requirements. Colorado communities are promoting landscaper certification and training in a variety of ways, from hosting voluntary training workshops, to



promoting certified companies on websites, to requiring companies to be certified to do business within city limits. For the Town of Eagle, water savings and program costs have not been quantified, pending the Town's further evaluation of programs and enforcement approaches.

8.2.2. Indoor Water Efficiency

The Town has identified two indoor programs of interest. However, given the Town's relatively new housing stock, indoor programs for existing buildings will be implemented further in the future (2025-2030).

Indoor audits with direct installs

This program would provide on-site indoor audits in which the technician also installs a limited number of showerheads, faucet aerators, pipe insulation, and toilet bags. Customers would receive a customized audit report with additional efficiency recommendations.

With 50 participants per year, the Town would realize water savings of 5 ac-ft/yr by 2030. Program costs would include time to schedule the audit, time to conduct the audit, program marketing, and the cost of equipment offered as direct installs. Annual program costs are expected to be approximately \$14,000. The Town may be able to partner with regional non-profits or other water providers for bulk equipment purchasing.

Toilet rebates

This program would incentivize customers to replace old toilets with higher efficiency models. The toilet purchase, installation, and on-going maintenance would be the responsibility of the customer. Program costs to the Town would include staff time to process the rebate plus the rebates themselves (currently priced at \$100 per toilet).

With 100 toilets replaced per year, the Town would expect to realize 16 ac-ft/yr of water savings by 2029. Annual program costs are expected to be approximately \$18,000. As part of the rebate qualifications, the Town could require residents to drop off old toilets with the rebate form to ensure the toilets are properly recycled.

8.2.3. Municipal Efficiency

The Town uses about 28 ac-ft/yr of water for City operations, representing only about 2% of total systemwide water use. However, the Town looks to set an example of water efficient practices. Past efficiency efforts have resulted in a decline of 10% in Town water use over the period 2016-2018.

In 2020, the first year of implementation, the Town has budgeted \$25,000 for additional water efficiency measures on Town properties. The Town aims to reduce water use by 3 ac-ft/yr through a combination of the following activities:

- Audits at Town facilities
- Hiring supplemental staff such as an intern dedicated to efficiency improvements
- Conducting internal training

8.3. Ordinances and Regulations

The Town is currently working with a consultant to update the long-range comprehensive plan as well as the Town's development standards. That work is expected to be completed in 2020. Water efficiency will be incorporated into both efforts, using recently developed best practices and guidance, with the objective to



codify water efficiency and mitigate growth in water demands from new developments (Nolon Blanchard, 2018; Colorado Water Conservation Board, 2019). Because the planning work is already underway, no additional implementation costs are expected. The Town does not currently have sufficient information available to predict the water savings potential of these efforts.

Much work has been done in the region to develop model ordinances. Materials are available from the following organizations to inform the Town's updates:

- Eagle County Climate Action Collaborative building code standards for indoor and outdoor efficiency adapted from the International Green Construction Code
- NWCCOG QQ model code for water quality protection in land use codes
- City of Aspen Water Efficient Landscaping Ordinance and Standards

8.4. Educational Activities

The Town values working with regional partners to educate the public about the importance of water efficiency and conservation. The following types of educational activities will be considered:

- **Community events**
 - Flight Days: this is an existing event at which the Town could promote water efficiency through a booth and demonstration activities
 - Water festival: this would be a new event working with K-12 schools on water efficiency education
 - Xeriscaping workshops: these would be new events supplementing current educational workshops on irrigation efficiency and gardening
- **Bill stuffers:** The Town is interested in designing flier templates that can be adapted for monthly (or other recurring interval) information, highlighting the Town's current and past efficiency efforts
- **Website:** The Town has the opportunity to expand on the water conservation information currently available through a dedicated water conservation website that includes events and resources.
- **Social media:** The Town's Facebook and Instagram accounts can be used to disseminate information about water efficiency.
- **Water efficiency branding campaign:** The Town is interested in developing a marketing campaign to promote water efficiency. The Town could partner with Colorado WaterWise's Live Like You Love It campaign for marketing materials that can be co-branded, as one alternative to developing a custom campaign.

Potential water savings and implementation costs are difficult to quantify for educational activities. For planning purposes, the cost-benefit analysis assumed 40 hours of staff time will be devoted to educational events and workshops each year. For this effort, the Town expects to realize 3 ac-ft/yr of water savings.



9. Implementation and Monitoring Plans

9.1. Implementation

Implementation of additional water efficiency activities is dependent upon internal staffing resources, potential partnerships, and funding resources.

9.1.1. Internal Staffing

Staff members from the Public Works, Planning, and Building Departments will serve as key representatives with responsibilities to implement this plan.

9.1.2. Regional Partners

The Town is fortunate to be working with a number of organizations on related initiatives. **Table 9** includes a summary of regional partners and collaboration opportunities.

Table 9. Regional Partners and Collaboration Opportunities

Organization	Partnership Opportunities
Colorado Mountain College	Host educational workshops Host water fair
CSU Extension	Water conservation education Xeriscape demonstration gardens
Eagle County	Leverage sustainable community and environmental health programs Conduct regional education activities
Eagle Ranch	Landscaper education
Eagle Ranch Golf Course	Water management practices
Eagle River Water and Sanitation District	Share lessons learned on existing efficiency programs Assess interest and capacity to initiate regional efficiency programs Bulk purchasing
Eagle River Watershed Council	Host educational workshops
Eagle Valley Library District	Disseminate pamphlets Host educational workshops
NWCCOG	Code audits Technical assistance for adopting model codes
Walking Mountain Science Center	Expand climate and energy programs to include water Green Business program

9.1.3. Funding

Annual implementation costs for the water efficiency activities and implementation schedule presented in **Table 8** are shown in **Table 10**. Total implementation costs across all water efficiency programs are shown (with and without the AML upgrade).



Table 10. Annual Implementation Costs Across Programs (2020-2029)

Implementation Year	Annual Implementation Costs (excluding AMI upgrade)	Annual Implementation Costs (including AMI upgrade)
2020	\$40,000	\$40,000
2021	\$45,000	\$45,000
2022	\$67,000	\$67,000
2023	\$67,000	\$67,000
2024	\$85,000	\$85,000
2025	\$87,000	\$345,000
2026	\$56,000	\$314,000
2027	\$34,000	\$292,000
2028	\$34,000	\$292,000
2029	\$17,000	\$275,000

The Town is committed to making an annual appropriation in the operating budget to fund the implementation of additional water efficiency programs. This internal funding can be used directly or can be used as an in-kind match to secure additional external funding. **Table 11** contains a list of implementation resources identified during the planning process.

Table 11. Implementation Resources

Organization	Implementation Resource	Resource Type
American Water Works Association	M36 Water Loss Control	Audit tools
CWCB	Water Efficiency Implementation Grants	Grant funding
CWCB	Public Education and Outreach Grants	Grant funding
CWCB	Water Plan Grants	Grant funding
Colorado WaterWise	Live Like You Love It	Marketing campaign
EPA	WaterSense	Audit tools
Sonoran Institute	Growing Water Smart	Technical assistance
US Bureau of Reclamation	WaterSMART grants	Grant funding
WaterNow Alliance	Water Efficiency	Project accelerator program
	Integrated Water and Land Use	Technical assistance
Western Resource Advocates	Integrated Water and Land Use	Technical assistance

9.2. Plan Review, Monitoring, and Updates

The Water Conservation Act of 2004 (HB04-1365) requires that water efficiency plans be made publicly available, for review and comment, for a period of 60 days and that the plan be locally adopted by the appropriate governing entity (Colorado General Assembly, 2004). The Town complied with these requirements by posting the water efficiency and conservation plan online and providing public notice of the plan through the Town's Facebook account and website. The public comment period lasted from XX through XX. The plan was also submitted to the CWCB for review. All review comments and responses to comments are included in Appendix X.

The plan was adopted by the Town Board on XX/XX/XXXX. Appendix X contains a copy of the resolution.

Commented [AV2]: This section will be finalized after the review process is complete.



The Town intends to monitor the success of the water efficiency programs using the metrics presented in **Section 6.1**. The Town will use **Appendix A** to track the metrics annually. If the Town finds that any of the water efficiency programs are not effective in achieving the expected water savings or are not cost effective, the programs may be discontinued.

The Town will update this plan every seven years, as required by The Water Conservation Act of 2004 (Colorado General Assembly, 2004). Plan updates will incorporate the new data accumulated from the annual monitoring process and may include revisions to the Town's water efficiency goals and planned activities, as appropriate.



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Appendix A: Plan Data

The data are contained in a separate data file.



Appendix B: Responses to Review Comments

This section will be completed after the public review period.



Appendix C: Resolution to Adopt Plan

This section will be completed after the public review period and adoption by Town Board.



To: Mayor and Town Board of Trustees

From: Jenny Rakow, Town Clerk

Date: November 12, 2019

Agenda Item: Resolution 44, Series 2019 A Resolution Of The Board Of Trustees Of The Town Of Eagle, Colorado Establishing The Full Membership Of The Town's Home Rule Charter Commission

REQUEST: With the approval of Ballot Question 2A Shall the Town of Eagle form a Home Rule Charter Commission and the completion of the Town Board's vote on the three vacant positions, the attached Resolution accepts the nominations and appoints nine members to the Home Rule Charter Commission for the purposes of creating a Town Charter.

BACKGROUND: On July 9th of this year, the Town Board passed Ordinance 18A-2019 Initiating the Adoption of a Home Rule Charter and Providing for the Election of Charter Commission Members.

Nomination petitions were circulated in July and August with a total of six petitions being returned. Those candidates ran unopposed and were deemed elected with the approval of Ballot Question 2A Shall the Town of Eagle form a Home Rule Charter Commission? Requests for applicants for the remaining three open positions were solicited from September 30, through October 18 (extended one week). Four applications were received and the Town Board reviewed those applications and voted via survey for three candidates to be appointed at this meeting. The final vote will be presented at the meeting.

ANALYSIS: With the election and nomination process complete, this Resolution shall set into motion the Home Rule Charter Commission tasked with preparing a Home Rule Charter to be presented to the Town Board for consideration no later than the January 28, 2020 Town Board Meeting. If approved, the Charter will be placed on the April 7, 2020 General Election ballot for citizen approval.

COMMUNITY INPUT: Community input was obtained during the Town Board public meeting process, with an open house held at the Pavilion and at Town Hall, videos were posted on our website in addition to FAQs, timeline and additional resources.

BUDGET / STAFF IMPACT: The Home Rule process has been budgeted in both the approved 2019 and proposed 2020 budgets. The 2019 coordinated election budget for the Home Rule Ballot Question was \$5,000, the Home Rule Charter Proposal survey conducted in February by Magellan Strategies was \$10,000. Additional costs were for the Town Attorney.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED: This process continues towards accomplishment of Major Objective No. 14: Encourage Implementing Home Rule in the Strategic Plan adopted on September 26, 2017 by the Town Board of Trustees.

RECOMMENDED ACTION OR PROPOSED MOTION: MOTION TO APPROVE OR DENY Resolution 44, Series 2019 A Resolution Of The Board Of Trustees Of The Town Of Eagle, Colorado Establishing The Full Membership Of The Town's

Home Rule Charter Commission. *(Resolution will be amended after approval to include the three names of the appointees.)*

ATTACHMENTS:

1. 44 Charter Commission Appointment-R110419

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 44
(Series of 2019)

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF EAGLE,
COLORADO ESTABLISHING THE FULL MEMBERSHIP OF THE TOWN'S HOME RULE
CHARTER COMMISSION

WHEREAS, by adoption of Ordinance No. 18-2019, an emergency ordinance, the Town called a special election to be coordinated with the November 5, 2019, general election and set a ballot question on the formation of a home rule charter commission;

WHEREAS, at the November 5, 2019 special election, a majority of Town registered electors voted for the formation of a home rule charter commission;

WHEREAS, at the November 5, 2019 special election, six (6) members were elected to the home rule charter commission;

WHEREAS, pursuant to C.R.S. § 31-2-206(1) and Ordinance No. 18-2019, nine (9) members are required to serve on the charter commission;

WHEREAS, pursuant to C.R.S. § 31-2-206(3), the remaining three (3) seats are vacant and shall be filled by appointment of the Board of Trustees;

WHEREAS, the Town gave public notice of the vacancies, received applications, and considered the applicants; and

WHEREAS, the Town Board of Trustees now wishes to establish the full membership of the Town's home rule charter commission by acknowledging the individuals elected to the commission and making the necessary appointments.

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

Section 1. The following six (6) candidates were elected at the November 5, 2019 special election to serve as home rule charter commission members:

1. Holli A. Snyder
2. David R. Gaboury
3. Kyle Hoiland
4. Jon Stavney
5. Janet Bartnik

6. Kraige Kinney

Section 2. The following three (3) applicants are hereby appointed to serve as home rule charter commission members:

1. Paul Wisor
2. Brent McFall
3. Charlie Wick
4. Anna Robinson

Section 3. The home rule charter commission shall hold an initial meeting not more than twenty (20) days after certification of the November 5, 2019 election results for the purpose of organizing itself and otherwise as set forth in C.R.S. § 31-2- 206(4).

Section 4. All actions heretofore taken (not inconsistent with the provisions of this Resolution) by the Town and officers thereof, directed toward the election and the objects and purposes herein stated are hereby ratified, approved, and confirmed.

Section 5. The officers and employees of the Town are hereby authorized and directed to take all other actions necessary or appropriate to effectuate the provisions of this Resolution.

INTRODUCED, READ, PASSED, AND ADOPTED ON NOVEMBER 12, 2019.

TOWN OF EAGLE, COLORADO

Anne McKibbin, Mayor

ATTEST:

Jenny Rakow, Town Clerk



To: Mayor and Board of Trustees

From: April Kroner, AICP – Community Development Director

Date: November 7, 2019

Agenda Item: File #SU19-04, Special Use Permit request by Tumbleweed Eagle, LLC, to operate a medical marijuana store at 12 Eagle Park East Drive.

REQUEST:

Special Use Permit to operate a medical marijuana store at 12 Eagle Park East Drive.

INTRODUCTION/ANALYSIS:

See attached Certificate of Recommendation.

COMMUNITY INPUT:

None Received.

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to approve Resolution 38-2019, SU19-04, Special Use Permit for a medical marijuana store at 12 Eagle Park Drive, with the following conditions:

1. Occupancy of the property for the approved use shall not be permitted prior to the issuance of State of Colorado Licenses for the references uses.
2. The Chambers Avenue access shall not be permitted for exiting the property.

ATTACHMENTS:

- A. Certificate of Recommendation to Planning & Zoning Commission, 11-5-19
- B. Resolution 38-2019



CERTIFICATE OF RECOMMENDATION

TO: Planning & Zoning Commission

FROM: Department of Community Development

DATE: November 5, 2019

PROJECT: Tumbleweed Medical Special Use Permit

FILE NUMBER: SU19-04

APPLICANT: Mark Smith, Tumbleweed Eagle LLC

LOCATION: 12 Eagle Park East Drive

ZONING: Commercial General (CG) District

EXHIBITS: A: Application and Narrative
B: Plan Set
C: Site Photos

PUBLIC COMMENT: None received

STAFF: April Kroner, AICP, Community Development Director

REQUEST: Request for a Special Use Permit to operate a medical marijuana store at 12 Eagle Park East Drive

PROJECT DESCRIPTION & BACKGROUND

The applicant is requesting a special use permit for a medical retail marijuana store at 12 Eagle Park East Drive. In 2014, the applicant had received approval for a retail marijuana store, retail marijuana cultivation facility, retail marijuana product manufacturing facility, medical marijuana cultivation facility, medical marijuana infused product facility and a medical marijuana center to be located at 1125 Chambers Avenue. In 2016, a major development permit was approved for a 4,000 square foot commercial building for these approved uses at 1125 Chambers Avenue, however it was never constructed. Then, earlier in 2019, the applicant requested a Special Use Permit to relocate their recreational retail marijuana use from 1125 Chambers Avenue to 12 Eagle Park Drive East, which was approved by the Town in June of 2019.

The applicant would like to do the same for the medical retail marijuana use. Therefore, no additional marijuana uses are being requested within the Town of Eagle with this application.

The related permit is the following:

- SU14-09: Medical Marijuana Center not to exceed 2,000 square feet when combined with the approved retail marijuana store per Resolution No. 31 (2014 Series).

The proposed application would continue to comprise one (1) of two (2) allowed permits for retail marijuana stores (recreational & medical) in the Town as limited by the Code. The retail sales area of the marijuana store would occupy 1,332 square feet of the 2,000 square feet allowed for the combined medical marijuana center and retail marijuana store. The remaining building area includes 388 sf of office space and 523 sf of storage space.

Related Information

In 2018, the Town of Eagle updated the Land Use and Development Code to change the boundaries where marijuana related businesses (sales and cultivation) are permitted. The area is shown in Figure A below:



Figure A

The proposed relocation of the Tumbleweed Dispensary is within the established boundaries and noted as a star on the figure above. The site consists of one single story building. The applicant is not proposing any changes to the existing square footage of the building. Overall, the application is for a 1,322 square foot Retail Marijuana Store (both recreational and medical).

In addition, staff would like to note that the State of Colorado recently changed the state statute as it relates to marijuana sales, whereby effective January 1, 2020, a separate entrance is no longer required for medical and recreational retail sales. Retail sales for medical and recreational marijuana may be

contained within one location, there just must be a separate sales counter. Therefore, a separate entrance is not needed to accommodate the medical marijuana retail sales.

FINDING FOR SPECIAL USE PERMIT

A special use permit may be granted for a use in a particular zone district provided the Plan Commission and Council find the following:

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

The Town of Eagle Land Use and Development Code permits the proposed uses as a Special Use on properties zoned Commercial General (CG) or Industrial (I) in a designated area (see Figure A above). The subject property is zoned Commercial General (CG) and is located within the designated area for these uses. Therefore, the proposed facility is in compliance with this section of the Land Use and Development Code.

Chapter 11 of the Eagle Area Community Plan (2010 EACP) discusses a variety of Goals, Policies and Strategies for encouraging Economic Development in the Town. Furthermore, Strategy B, under Policy 1.2 states "Work to create more local jobs and additional outlets for goods and services." Allowing for the existing retail marijuana business to relocate its retail operations helps to achieve several of the 2010 EACP goals and policies. Additionally, allowing utilization of one of two permitted retail marijuana special use permits within the Town per Section 4.04.100(U) of the Town Code enables the Town to further bolster its local economy and provides for a competitive regional advantage as supported by the 2010 EACP. Lastly, facilitating reinvestment into a vacant commercial building for new sales-tax generating purposes implements economic vitality strategies set forth in the Town's Strategic Plan.

Approval of this special use permit would continue to forward the objectives of the Town's goals, policies, and plans.

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

The proposed use is only allowed as a special use permit in the CG and I zoning districts, and must be located along Chambers Avenue, which greatly limits the available suitable locations for such a use. As such, it is determined that the proposed use is compatible with the existing and allowed uses surrounding this site as the code has predetermined this specific corridor to be the only appropriate location for this use within the Town.

The surrounding uses of the proposed property include a variety of general offices, a dental office, a dog daycare facility, auto repair shops, warehouse sales and distribution for HVAC and construction companies, and outdoor and indoor storage areas. Less than 250 feet west of this property is the approved new location for Sweet Leaf Pioneer, the Town's first retail marijuana establishment.

This finding is met with this application based on the items above.

3. *Street improvements adequate to accommodate traffic volumes generated by the proposed use and in 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 completed a review of the site circulation, street network, and parking, when the special use permit for the recreational retail portion was transferred to this site earlier this year. The site appears to have the appropriate infrastructure to accommodate the proposed use. Staff has reviewed the parking required for the entirety of the proposed project under the use categories for Industrial Uses (Section 4.07.140 C.4) as it appears that the proposed uses are aligned most closely with that category.

Use Category	Square Footage (approx.)	Parking Required
Office Space	388	2
Warehouse – Storage	523	1
Retail Sales (recreational marijuana store)	1,332	5
Total	2,243	8

Eight (8) parking spaces are required to adequately serve the development. Sheet A1.1 (Exhibit B) shows eight (8) proposed off-street parking spaces. One (1) of the eight (8) spaces is ADA compliant, which is required by Code. At the time of prior review, staff identified areas where circulation could be improved to reduce congestion of the site during busy times, a particularly important consideration for the highly trafficked Chambers Avenue Area. These included allowing access onto the property via Chambers Avenue or Eagle Park East Drive, while prohibiting exiting of the property directly onto Chambers Avenue as well as providing the appropriate ingress/egress signage. This has been addressed with the applicant and on the plan, however staff believes a condition limiting access from the property directly onto Chambers Avenue should still be called out as part of the approval to ensure that is a requirement so long as the use is active.

Staff finds this item can be met with a condition that restricts direct access onto Chambers Avenue from the property.

4. *The special conditions for specific uses, as provided in the code, are met.*

The Land Use & Development Code identifies special conditions for the proposed use (retail marijuana store, medical & recreational). The specific conditions outlined in the code are all met per the proposal.

PUBLIC NOTICE AND COMMENTS

The public hearing for the Special Use Permit request was publicly noticed in accordance with the applicable public notification requirement of the Eagle Land Use and Development Code. No public comment has been received.

STAFF RECOMMENDATION

Staff recommends **approval** of SU19-04 Tumbleweed Medical Marijuana Store Special Use Permit, **with the following conditions**:

1. Occupancy of the property for the approved use shall not be permitted prior to the issuance of State of Colorado Licenses for the references uses.
 2. The Chambers Avenue access shall not be permitted for exiting the property.
-



TOWN OF EAGLE
COMMUNITY DEVELOPMENT
 200 BROADWAY • PO BOX 609 • EAGLE, CO 81631
 PHONE: 970-328-9655 • FAX: 970-328-9656
www.townofeagle.org

LAND USE & DEVELOPMENT APPLICATION

Pursuant to the Land Use & Development Code, Title 4

ZONING REVIEW	DEVELOPMENT REVIEW	SUBDIVISION REVIEW
☒ Special Use Permit ☐ Zoning Variance ☐ Rezoning ☐ Temporary Use Permit ☐ Amendment to Zone District Regulations ☐ Encroachment Permit	☐ Minor Development Permit ☐ Major Development Permit PLANNED UNIT DEVELOPMENT (PUD) REVIEW ☐ PUD Zoning Plan ☐ PUD Development Plan	☐ Concept Plan ☐ Preliminary Plan ☐ Final Plat ☐ Lot Line Adjustment ☐ Condominium / Townhouse ☐ Minor Subdivision

PROJECT NAME Tumbleweed Medical Retail Marijuana Use Permit Location Move

PRESENT ZONE DISTRICT Commercial General PROPOSED ZONE DISTRICT _____
 (if applicable)

LOCATION

STREET ADDRESS 12 Eagle Park East Drive

PROPERTY DESCRIPTION

SUBDIVISION Eagle Park East LOT(S) 10 BLOCK _____
 (attach legal description if not part of a subdivision)

DESCRIPTION OF APPLICATION/PURPOSE The purpose of this application is to move the existing medical retail sales use permit SU 14-09 from its previous approved location at 1125 Chambers Road to the new Tumbleweed retail store which will be located at 12 Eagle Park East Drive.

APPLICANT NAME Tumbleweed Eagle LLC, Mark Smith, Partner PHONE 612-963-1820

ADDRESS 1187 Gore Trail, Edwards, CO 81632 EMAIL austinenergygroup@gmail.com

OWNER OF RECORD Northgate Eagle LLC, Mark Smith, Partner PHONE 612-963-1820

ADDRESS 1187 Gore Trail, Edwards, CO 81 EMAIL austinenergygroup@gmail.com

REPRESENTATIVE* Maggie Fitzgerald PHONE 970-445-0486

ADDRESS P.O. Box 1328, Eagle, CO 81631 EMAIL maggiefitz@gmail.com

*A representative must submit an affidavit or power of attorney signed by the property owner of record authorizing the representation.

APPLICATION SUBMITTAL ITEMS:

The following submittal materials must be submitted in full before the application will be deemed complete (please check all items that are being submitted):

- ☒ Applicable fees and deposits.
- ☒ Project Narrative, describing the project, its compliance with any applicable review criteria, any impacts to the surrounding area, and any other relevant information.
- ☒ Surrounding and interested Property Ownership Report (see project specific checklist for more information).
- ☒ Proof of Ownership (ownership & encumbrance report) for subject property.
- ☒ Site Plan, drawn to scale and depicting the locations and boundaries of existing and proposed lots and structures.
- ☒ Project specific checklist.

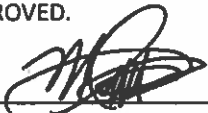
FEES AND DEPOSITS:

See Eagle Municipal Code Section 4.03.080

1. Application fees shall be paid in full at the time of the filing of the application and unless paid, the application shall not be deemed complete. All fees are nonrefundable.
2. As described in Eagle Municipal Code § 4.03.080, third-party consultants may be necessary for the review and processing of applications. These costs ("pass-through costs") must be paid by the applicant. If pass-through costs are expected, the applicant must pay a deposit at the time the application is filed. If at any time the deposit does not fully cover the pass-through costs, the applicant must pay another subsequent deposit before the Town will continue processing the application.
3. The Town may withhold the recording of any Subdivision Final Plat or Development Plan or the signing of any Resolution or Ordinance until all pass-through fees are paid in full.
4. Within 30 days of approval or denial of an application, any remaining deposit shall be returned to the applicant. If an application is withdrawn, any remaining deposit shall be returned to the applicant within 60 days.

I have read the application form and certify that the information contained herein is correct and accurate to the best of my knowledge. I understand that it is my responsibility to provide the Town with accurate information related to this application. I UNDERSTAND THAT FILING AN APPLICATION IS NOT A GUARANTEE THAT THE APPLICATION WILL BE APPROVED.

Signature



Date

9-12-2019

FOR OFFICE USE ONLY

DATE RECEIVED _____	BY _____	FILE NUMBER _____
REVIEW FEE _____	DATE PAID _____	RECEIVED BY _____
DATE CERTIFIED COMPLETE _____	BY _____	
P&Z HEARING DATE _____	DECISION _____	
BOT HEARING DATE _____	DECISION _____	

Project Description

Pending the Town of Eagle's approval, Tumbleweed Eagle, LLC proposes to move the approved retail sales medical marijuana use permit # SU 14 – 09, from its previous approved location at 1125 Chambers Avenue to the new to be built Tumbleweed retail sales (recreational and medical marijuana store) which will be located at 12 Eagle Park East Drive.

The new Tumbleweed retail store has submitted for its building permit and will commence construction as soon as the building permit is received. The store will be located in the former location of the Sinton Dairy distribution center.

Tumbleweed currently owns and operates 7 stores in Colorado primarily in the mountain region. The owners of Tumbleweed pride themselves on building facilities that maintain the Western heritage of the Rocky Mountains. All the stores utilize reclaimed barn woods to enhance the quality, look and feel associated with all its stores.

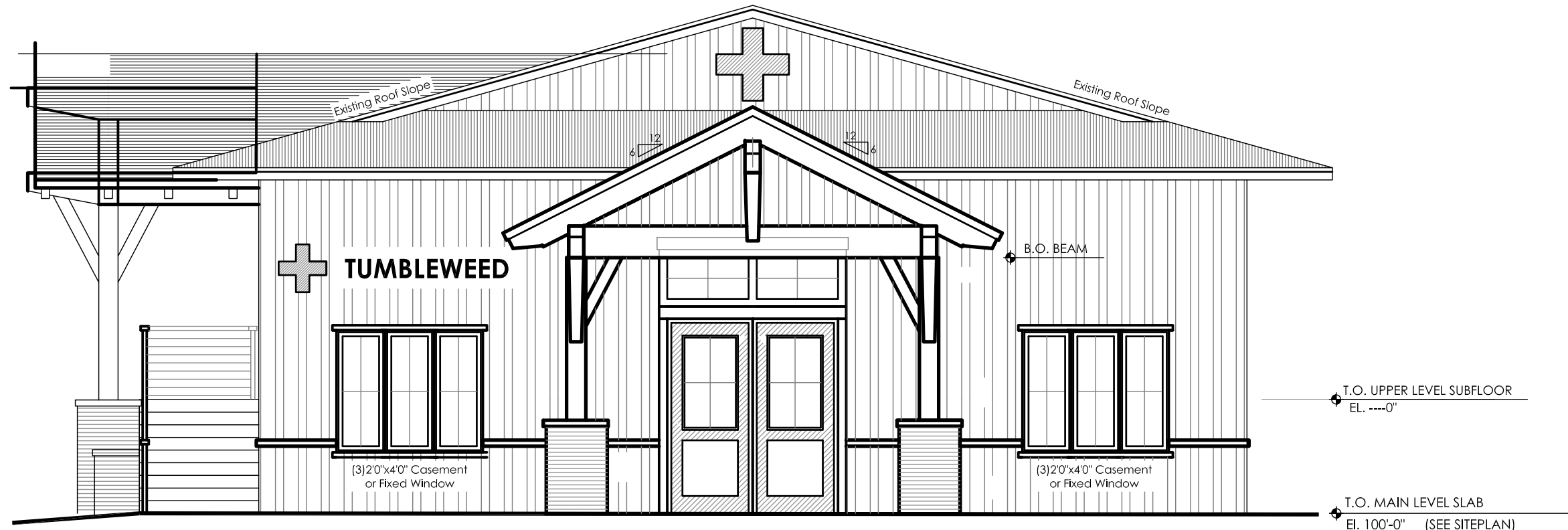
The Eagle store is wanting to include the medical retail sales permit to the new location now that the state has removed the requirement related to having a separate entrance for retail medical sales. The new code regulations are set to go into effect 01/01/2020. The applicant is requesting that the deadline to activate the license be 03/01/2020. The sales of medical marijuana will be included in the existing retail sales area but will be sold in a separate display case per the new state regulations. The current existing finished square footage of the building is 2,243 GSQ. FT.. There are no plans to add additional square footage to the building.

The space will consist of 1,332 gsf of retail sales (recreation and medical), 388 gsf of office space and 523 gsf of storage.

The Tumbleweed retail stores hours of operation will be from 8:00 am to 9:00 PM.

TUMBLEWEED DISPENSARY

Town Of Eagle
Retail
Chambers Avenue



OWNER
TUMBLEWEED
MARK SMITH
EAGLE, CO 81631
612-963-1820

BUILDER
TBD

ARCHITECT
MAGGIE T. FITZGERALD, AIA
P.O. BOX 1328
EAGLE, COLORADO 81631
(970) 445-0486
maggieTfitz@gmail.com

STRUCTURAL ENGINEER
KURTZ ENGINEERING
BRIAN KURTZ
P.O. BOX 3032
EAGLE, COLORADO 81631
(970) 331-4733
KUTZENGEINER@YAHOO

SURVEYOR
PEAK LAND CONSULTANTS, INC
1000 LIONS RIDGE LOOP
VAIL, COLORADO 81657
PHONE: (970) 476-8644

SOILS
HP GEOTECH
5020 COUNTY RD 154
GLENWOOD SPRING, CO 81631
(970) 945-7988

FLOOR AREAS SUMMARY:

REMODEL TO EXISTING STRUCTURE

LEVEL 1 - RETAIL 1,332 GSQ. FT.

TOTAL FINISHED S.F. 2,243 GSQ. FT.

PROJECT SUMMARY:

TENANT FINISH OF EXISTING BUILDING WITH SOME EXTERIOR MATERIAL & ENTRY UPGRADES :
1 STORY, ABOVE SLAB ON GRADE
RETAIL - MARIJUANA "RECREATIONAL RETAIL"

OCCUPANCIES:
GROUP M MERCANTILE / RETAIL SALES
(M = 60sf/occ 1,332 gsf/ 60 = 23 occs)
GROUP B GENERAL OFFICE
(OFFICE = 100sf/occ 388 gsf/ 100 = 4 occs)
GROUP B STORAGE
(WAREHOUSE = 500sf/occ 523 gsf/ 500 = 2 occs)

29 TOTAL OCCUPANTS

CONSTRUCTION TYPE : 5B, NON SPRINKLERED

NUMBER OF STORIES : 1

ZONING : COMMERCIAL DISTRICT - MIXED USE
LOT: PARCEL 10

SETBACKS: 0' FRONT, -' SIDES, -' BACK

PARKING REQUIRED: RETAIL SALES & OFFICE 1/250 @ 1,720sf = 7
WAREHOUSE 1/2,000 sf 523 @ = 1
PARKING REQUIRED = 8
PARKING PROVIDED: 8 SPACES (1 ADA COMPLIANT)

DRAWING INDEX:

A0.0 COVER SHEET

TOPOGRAPHIC LOT SURVEY - ILC

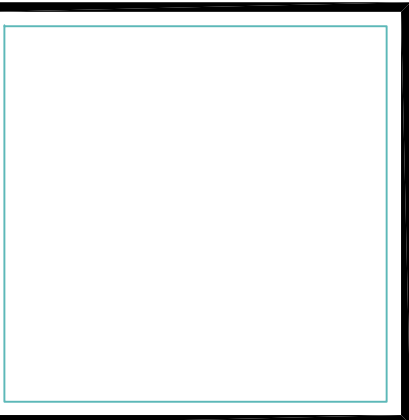
A0.1 EGRESS PLAN, LIFE SAFETY INFO
A1.1 EXISTING SITE PLAN &
NEW SITE PLAN /NEW LANDSCAPE
A2.2 LEVEL 1 FLOOR PLAN
A2.3 ROOF PLAN, WALL SECTION

S-1 STRUCURAL GENERAL NOTES, STAIRS
ENTRY FRAMING, DETAILS

issue:	town of eagle planning set	date:	5-16-2019

TUMBLEWEED - EAGLE
TENANT FINISH & RENOVATION
12 EAGLE PARK EAST, PARCEL 10
EAGLE, CO 81631

Maggie T. Fitzgerald, AIA
— a r c h i t e c t —
P.O. Box 1328 Eagle, Colorado 81631
970.445.0486



A0.0
COVER SHEET

GENERAL NOTES

1. BUILDING TIES ARE PERPENDICULAR OR RADIAL TO PROPERTY LINES AND ARE INDICATED IN PARENTHESIS (XX.X').
2. PEAK LAND CONSULTANTS, INC. DID NOT PERFORM A TITLE SEARCH OF THE SUBJECT PROPERTY TO ESTABLISH OWNERSHIP, EASEMENTS OR RIGHTS-OF-WAY OF RECORD. RECORD DOCUMENTS UTILIZED IN THIS IMPROVEMENT LOCATION CERTIFICATE WERE PROVIDED BY LAND TITLE GUARANTEE COMPANY ORDER NO. VC50052007 DATED NOVEMBER 02, 2018 AT 5:00 P.M..
3. NOTICE: ACCORDING TO COLORADO LAW YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT, MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF CERTIFICATION SHOWN HEREON.

EXCEPTIONS:

- PER SAID TITLE COMMITMENT PROVIDED BY LAND TITLE GUARANTEE COMPANY, THE FOLLOWING AFFECT THE SUBJECT PROPERTY:
9. RIGHT OF PROPRIETOR OF A VEIN OR LODE TO EXTRACT AND REMOVE HIS ORE THEREFROM SHOULD THE SAME BE FOUND TO PENETRATE OR INTERSECT THE PREMISES AS RESERVED IN UNITED STATES PATENT RECORDED FEBRUARY 21, 1895, IN BOOK 48 AT PAGE 451 AND IN BOOK 48 AT PAGE 452. (NOT ABLE TO PLOT)
 10. EASEMENT AND RIGHT OF WAY AS GRANTED TO HOLY CROSS ELECTRIC ASSOCIATION, INC. IN INSTRUMENT RECORDED FEBRUARY 17, 1972 IN BOOK 223 AT PAGE 189. (BLANKET IN NATURE, NOT ABLE TO PLOT)
 11. RESTRICTIVE COVENANTS WHICH DO NOT CONTAIN A FORFEITURE OR REVERTER CLAUSE, BUT OMITTING ANY COVENANTS OR RESTRICTIONS, IF ANY, BASED UPON RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, FAMILIAL STATUS, MARITAL STATUS, DISABILITY, HANDICAP, NATIONAL ORIGIN, ANCESTRY, OR SOURCE OF INCOME, AS SET FORTH IN APPLICABLE STATE OR FEDERAL LAWS, EXCEPT TO THE EXTENT THAT SAID COVENANT OR RESTRICTION IS PERMITTED BY APPLICABLE LAW, AS CONTAINED IN INSTRUMENT RECORDED SEPTEMBER 26, 1978, IN BOOK 275 AT PAGE 809 AND AS AMENDED IN INSTRUMENT RECORDED FEBRUARY 13, 1979 IN BOOK 281 AT PAGE 896. (NOT ABLE TO PLOT)
 12. EASEMENTS, CONDITIONS, COVENANTS, RESTRICTIONS, RESERVATIONS AND NOTES ON THE PLAT OF EAGLE COMMERCIAL PARK RECORDED AUGUST 25, 1978 UNDER RECEPTION NO. 170407. (AS SHOWN HEREON)
 13. EASEMENTS, CONDITIONS, COVENANTS, RESTRICTIONS, RESERVATIONS AND NOTES ON THE PLAT OF EAGLE PARK EAST RECORDED APRIL 18, 1983 UNDER RECEPTION NO. 254242. (AS SHOWN HEREON)

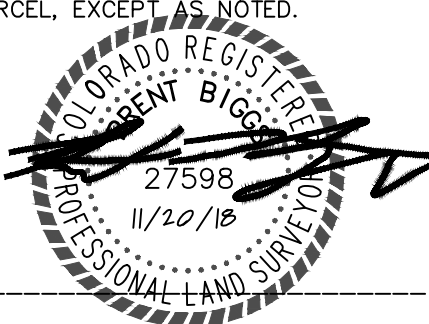
LEGEND

- 12 ADDRESS
- UTILITY POLE
- GUY WIRE
- TELEPHONE PEDESTAL
- ELECTRIC BOX
- EDGE ASPHALT
- CHAIN LINK FENCE
- OVERHEAD UTILITY LINE

IMPROVEMENT LOCATION CERTIFICATE

I HEREBY CERTIFY THAT THIS IMPROVEMENT LOCATION CERTIFICATE WAS PREPARED FOR CST PROPERTIES, LLC THAT IT IS NOT A LAND SURVEY PLAT OR IMPROVEMENT SURVEY PLAT, AND THAT IT IS NOT TO BE RELIED UPON FOR THE ESTABLISHMENT OF FENCE, BUILDING OR OTHER FUTURE IMPROVEMENT LINES.

I FURTHER CERTIFY THAT THE IMPROVEMENTS ON THE ABOVE DESCRIBED PARCEL ON THIS DATE, 11/12/18, EXCEPT UTILITY CONNECTIONS, ARE ENTIRELY WITHIN THE BOUNDARIES OF THE PARCEL, EXCEPT AS SHOWN, THAT THERE ARE NO ENVOACHMENTS UPON THE DESCRIBED PREMISES BY IMPROVEMENTS ON ANY ADJOINING PREMISES, EXCEPT AS INDICATED, AND THAT THERE IS NO APPARENT EVIDENCE OR SIGN OF ANY EASEMENT CROSSING OR BURDENING ANY PART OF SAID PARCEL, EXCEPT AS NOTED.

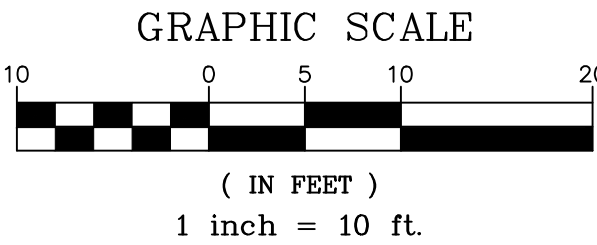
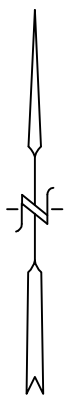
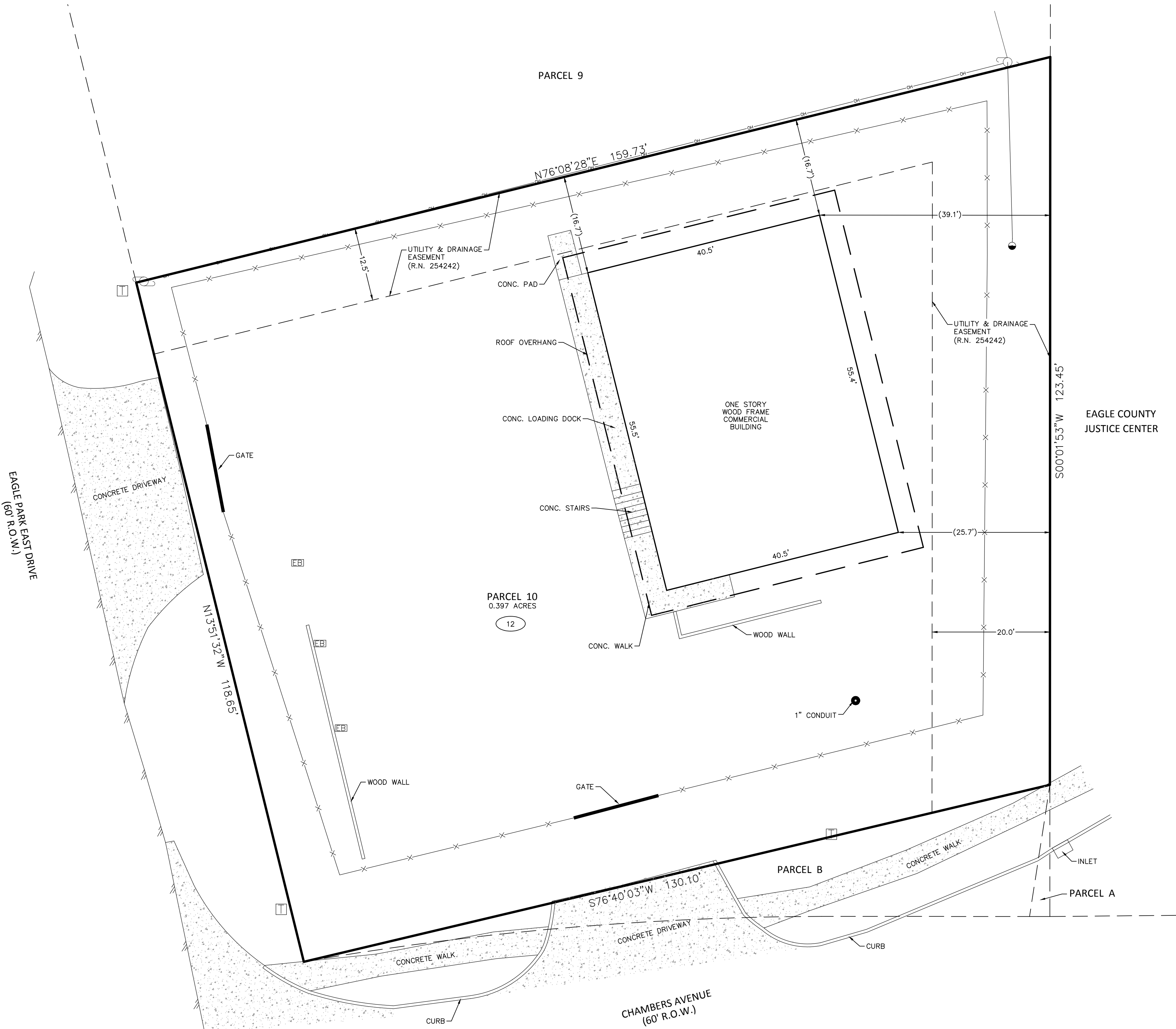


DATE: _____

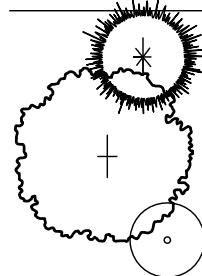
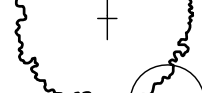
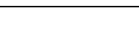
BRENT BIGGS
COLORADO P.L.S. No. 27598
FOR & ON BEHALF OF PEAK LAND CONSULTANTS, INC.

IMPROVEMENT LOCATION CERTIFICATE
PARCEL 10
EAGLE PARK EAST
TOWN OF EAGLE, EAGLE COUNTY, COLORADO

DRAWN: KPJ	REVIEWED: BB	SHEET 1 OF 1
DATE: 11/16/18	PLC JOB#: 2205	



Plant Schedule

Symbol	Common Name	Scientific Name	Flower	Growth Height/Spread	Exposure	Count	Size	
	Colorado Spruce	XXXX	None	25'/15'	Sun/Filtered Shade	7	6' Ht.	Trees
	Flowering Crabapple	Malus sp. 'Dolgo'	Pink	15'/20'	Sun	1	2' Cal.	
	Quaking Aspen	Populus tremuloides	None	35'/25'	Sun	9	2' Cal.	
	Native Yellow Potentilla	Potentilla fruticosa	Yellow	2'/2'	Sun	9	5 Gal.	Shrubs
	Redwing Dogwood	Cornus stolonifera 'Bailey'	White	8'/8'	Adaptable	8	7 Gal.	
	Ornamental Grass	Karl Foerster Grass	Insignificant	3'-6'/3'	Sun	3	5 Gal.	
	Ural False Spirea	Sorbaria sorbifolia	White	5'/7'	Sun/Filtered Shade	5	5 Gal.	
	Mixed Perennials						1 Gal., 18" o.c.	Grasses and Groundcovers
	Gravel Cobble						Sq. Ft.	
	Gravel Cobble/or Bark Mulch at beds, drip edge; Owner preference, verify						Sq. Ft.	
	Native Grass Mix to Match Existing Grasses, Irrigated & Maintained						All Disturbed Areas	

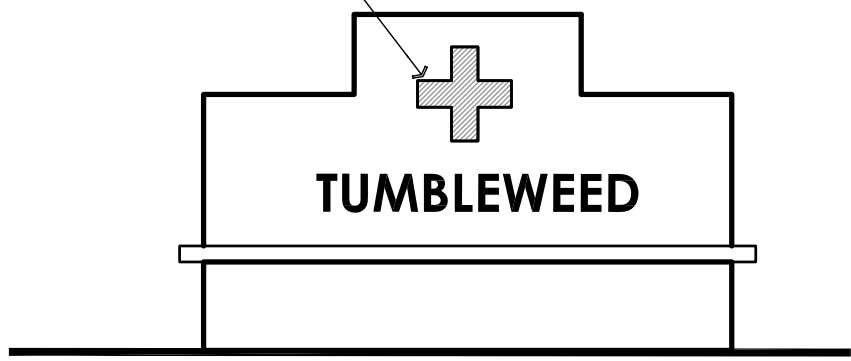
Irrigation Chart

Total Irrigated Area: Drip Irrigations s.f., Re-Veg areas s.f.	3,997 Re-Veg s.f. & 1,426 Drip s.f.
	3,997 * 1.1 = 3,997
	1,426 * 0.6 = 886

Exterior Lighting

17' EXTERIOR WALL MOUNTED SCIENCE DOWNLIGHT

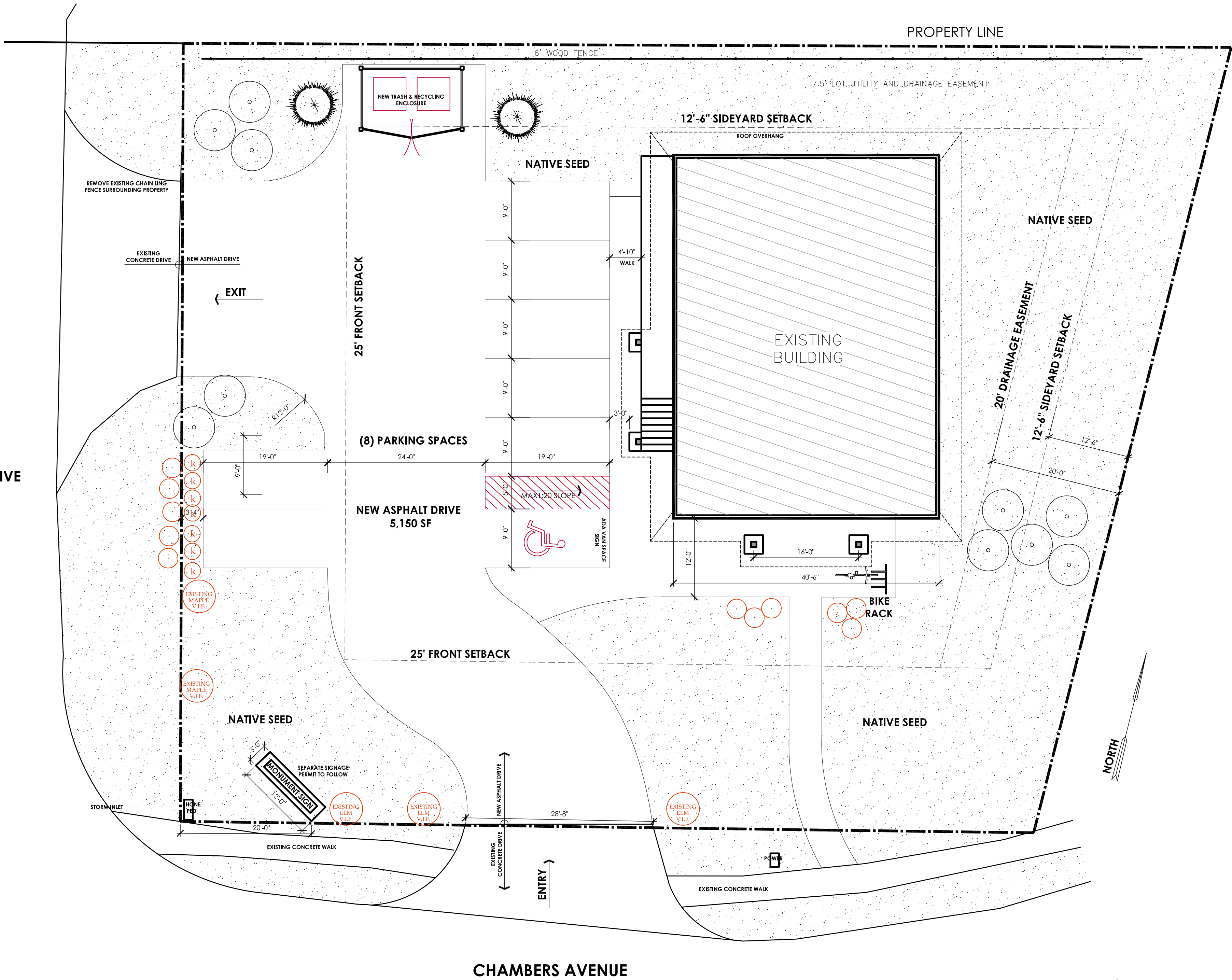
21 SF OF WALL SIGNS
+ 40 SF MONUMENT SIGN



SIGNAGE - SEPARATE APPLICATION TO FOLLOW

SCALE: 1/4" = 1'-0"

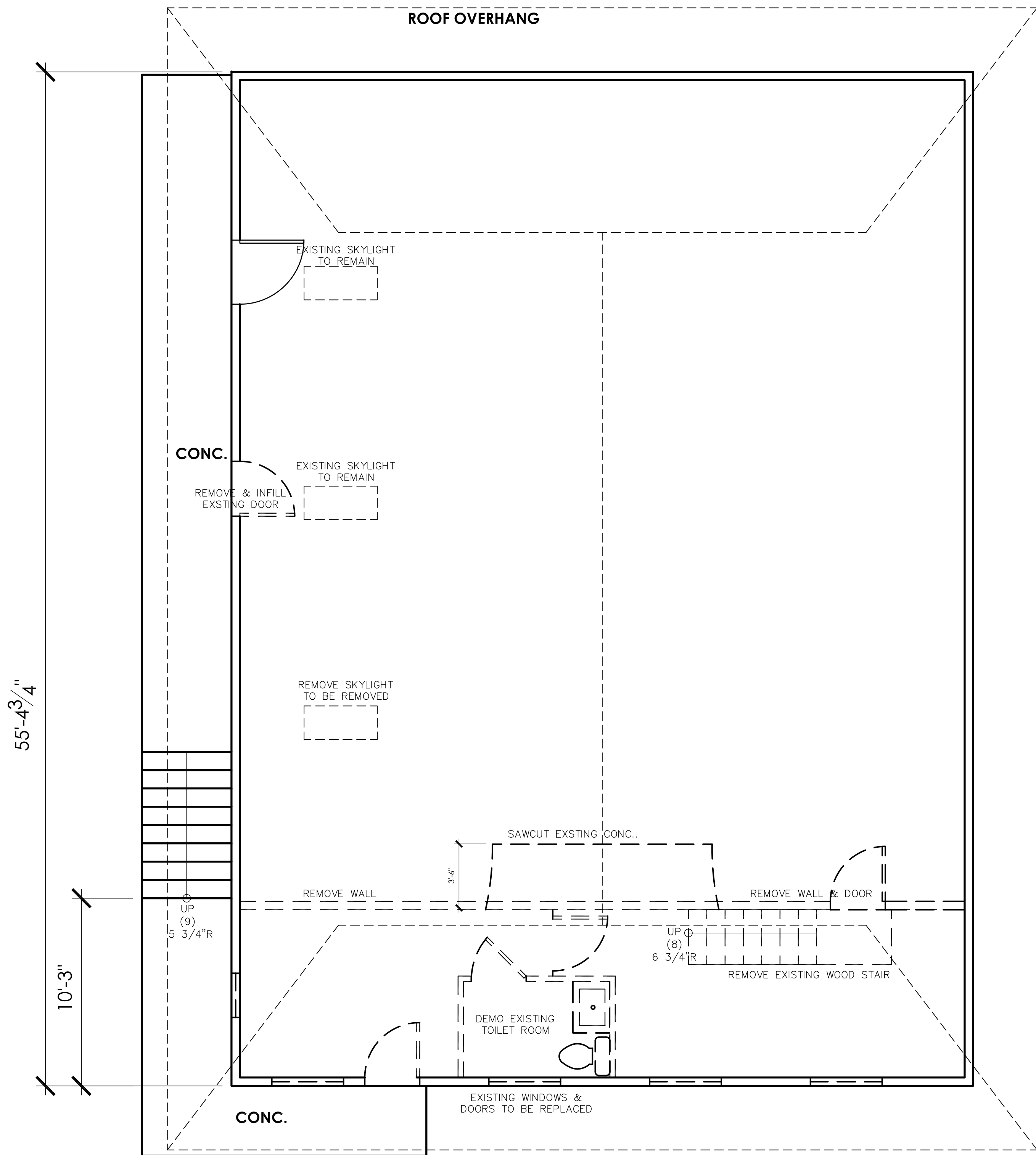
EAGLE PARK EAST DRIVE



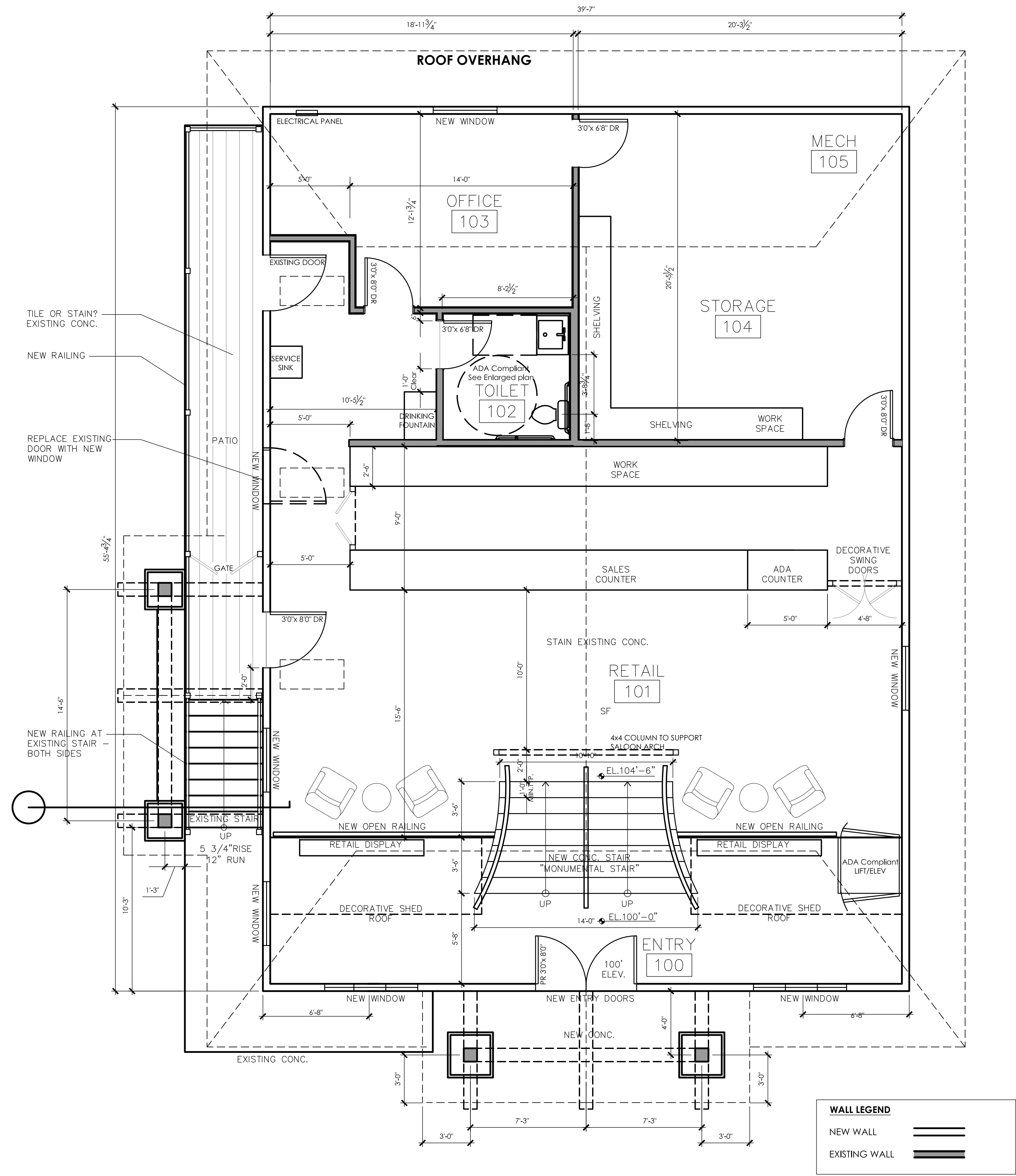
CHAMBERS AVENUE

OVERALL SITE PLAN

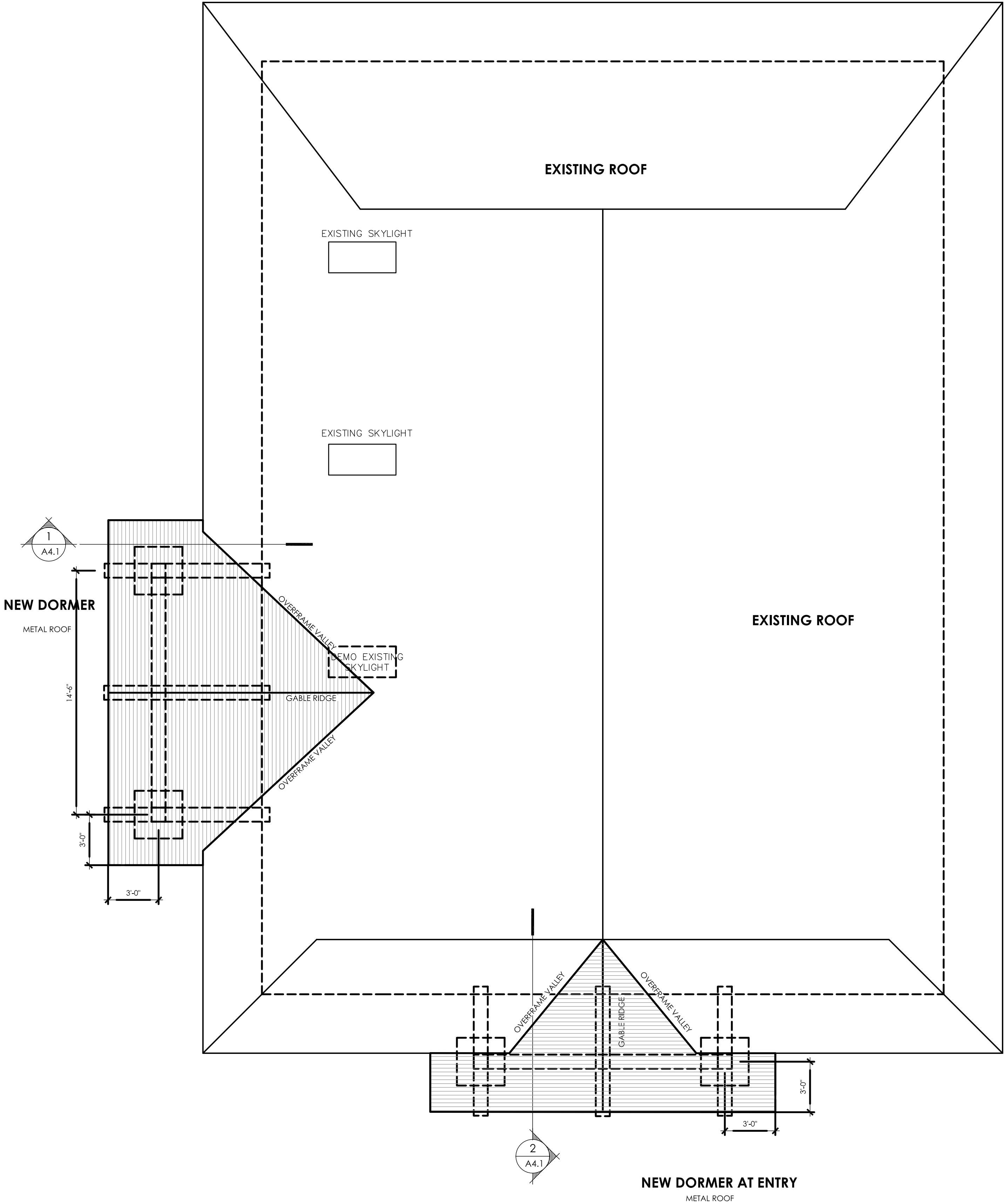
SCALE: 1" = 10'-0"



EXISTING/DEMO PLAN
2
A2.2
SCALE: 1/4" = 1'-0"

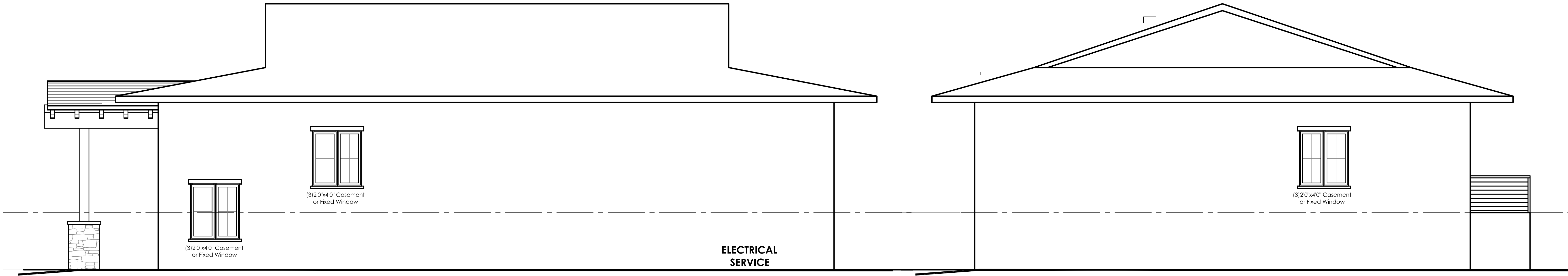


MAIN LEVEL FLOOR PLAN
1
A2.2
SCALE: 1/4" = 1'-0"



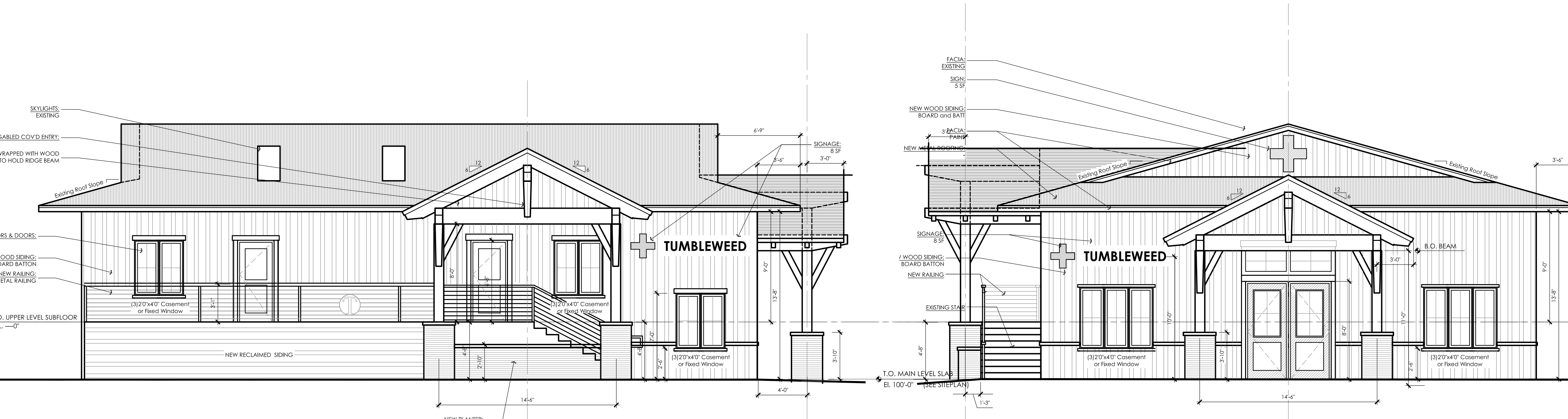
ISSUE:	DATE:
TOWN OF EAGLE PLANNING SET	2-27-2019

TUMBLEWEED - EAGLE
TENANT FINISH & RENOVATION
12 EAGLE PARK EAST, PARCEL 10
EAGLE, CO 81631



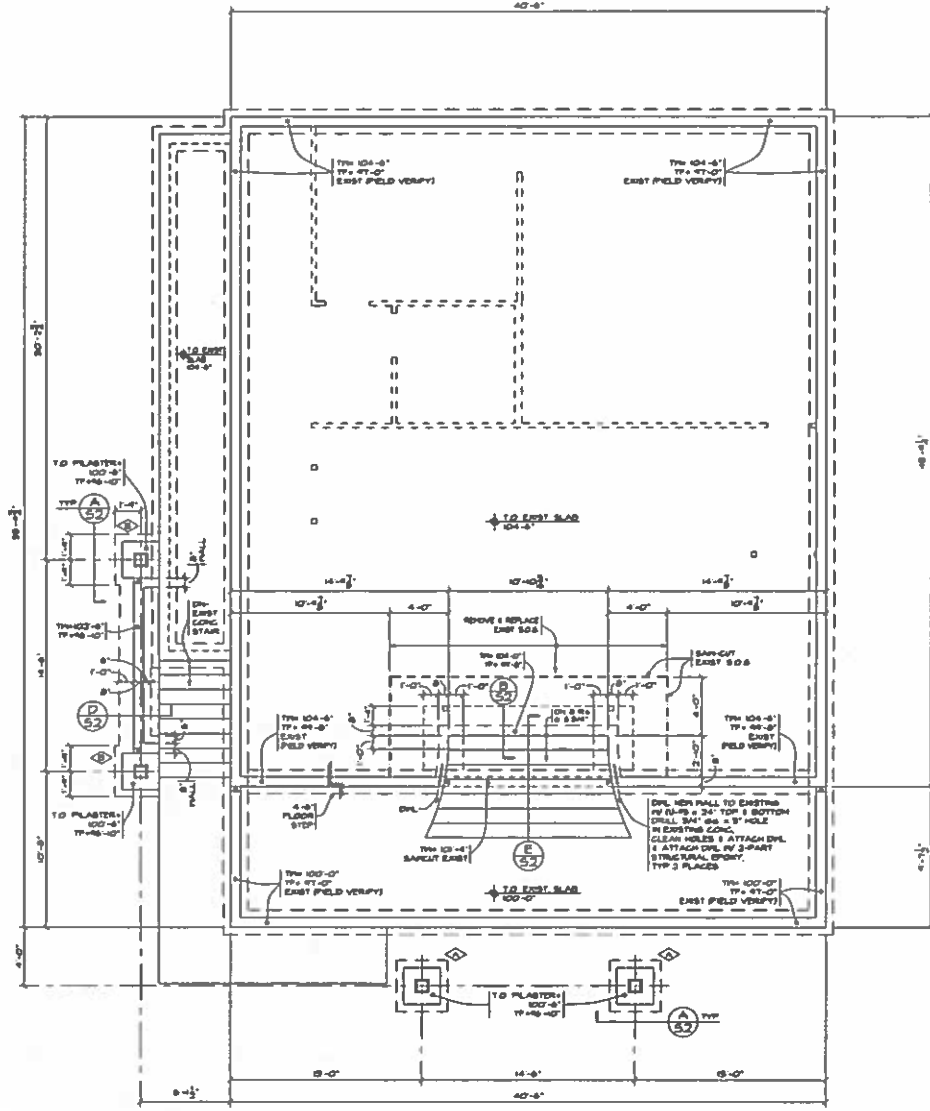
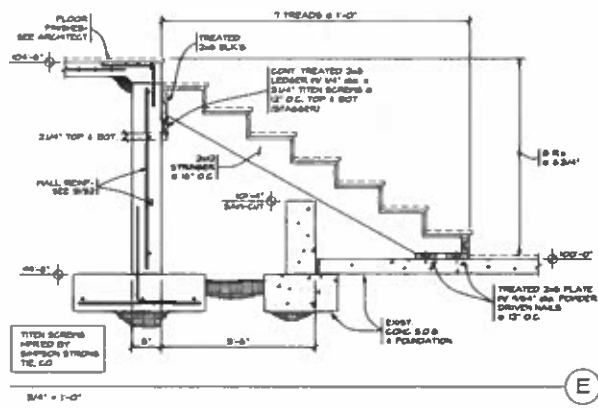
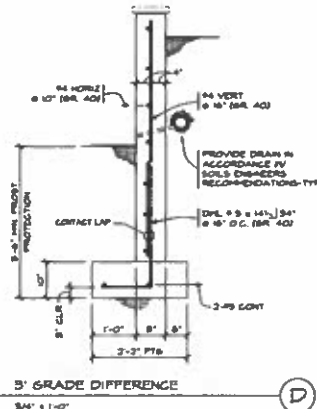
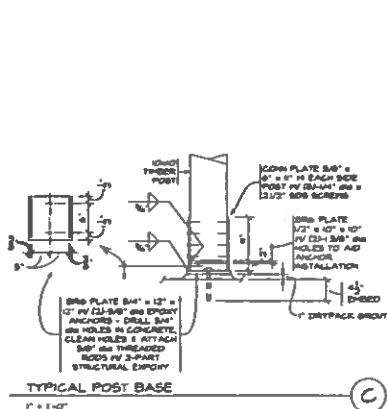
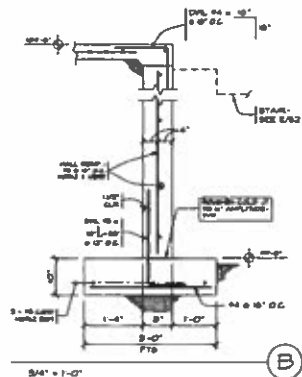
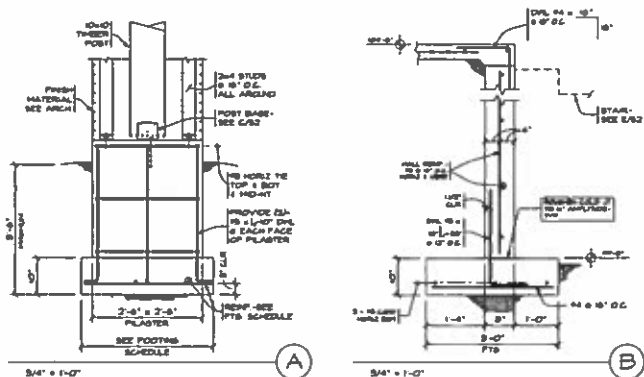
4
A3.1
EAST ELEVATION
SCALE: 1/4" = 1'-0"

3
A3.1
NORTH ELEVATION
SCALE: 1/4" = 1'-0"



2
A3.1
WEST ELEVATION
SCALE: 1/4" = 1'-0"

1
A3.1
SOUTH / ENTRY ELEVATION
SCALE: 1/4" = 1'-0"



- FOUNDATION PLAN NOTES**
- Concrete foundation walls to be 8" thick unless noted otherwise (SND)
 - Dimensions on this sheet are to face of concrete (SND)
 - TP = top of concrete footing
 - 4" denotes step in top of wall
 - designated footing type See Footing Schedule on sheet
 - Footings are to bear on undisturbed natural bearing soils or compacted structural fill
 - Finish grades are to provide 4" minimum cover for exterior footings
 - Coordinate exterior finish, wall & footing elevations with architect and finish grades

FOUNDATION PLAN
1/4" = 1'-0"

TYPE	SIZE	REINFORCEMENT	REMARKS
1	8'-0" x 8'-0" x 10"	4 - #5 EACH WAY	
2	8'-0" x 8'-0" x 10"	4 - #5 EACH WAY	

NOTES:
1. Place scheduled reinforcement 3" clear from bottom of footing
2. Center footings under columns unless otherwise shown



KURTZ & ASSOCIATES, INC.
5012 COUNTY RD. 154
GLENNWOOD SPRINGS,
COLORADO
(970) 445-6305

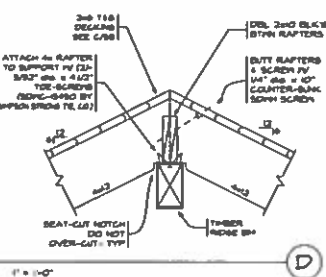
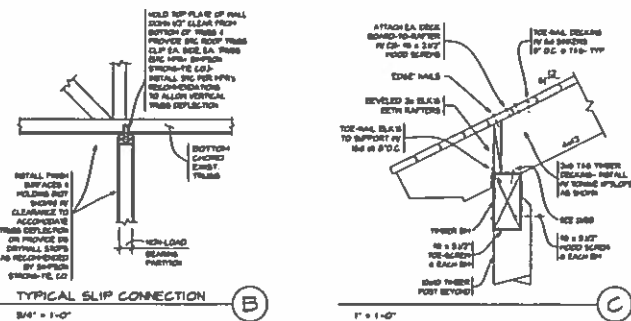
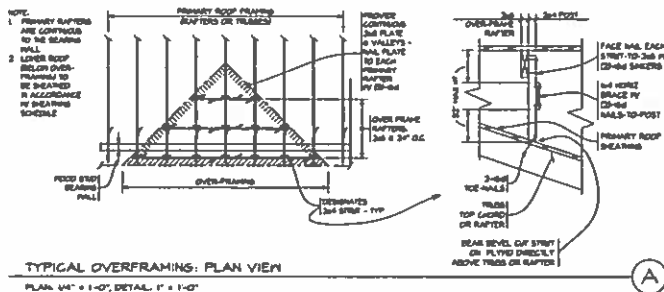
TUMBLEWEED-EAGLE
12 EAGLE PARK EAST
EAGLE,
COLORADO

DRAWN BY: J.L.S.
CHECKED BY: B.J.K.
SCALE: AS SHOWN
PROJECT NO.: 17-02-05

DATE
CONSTRUCTION SET:
07/17/2014

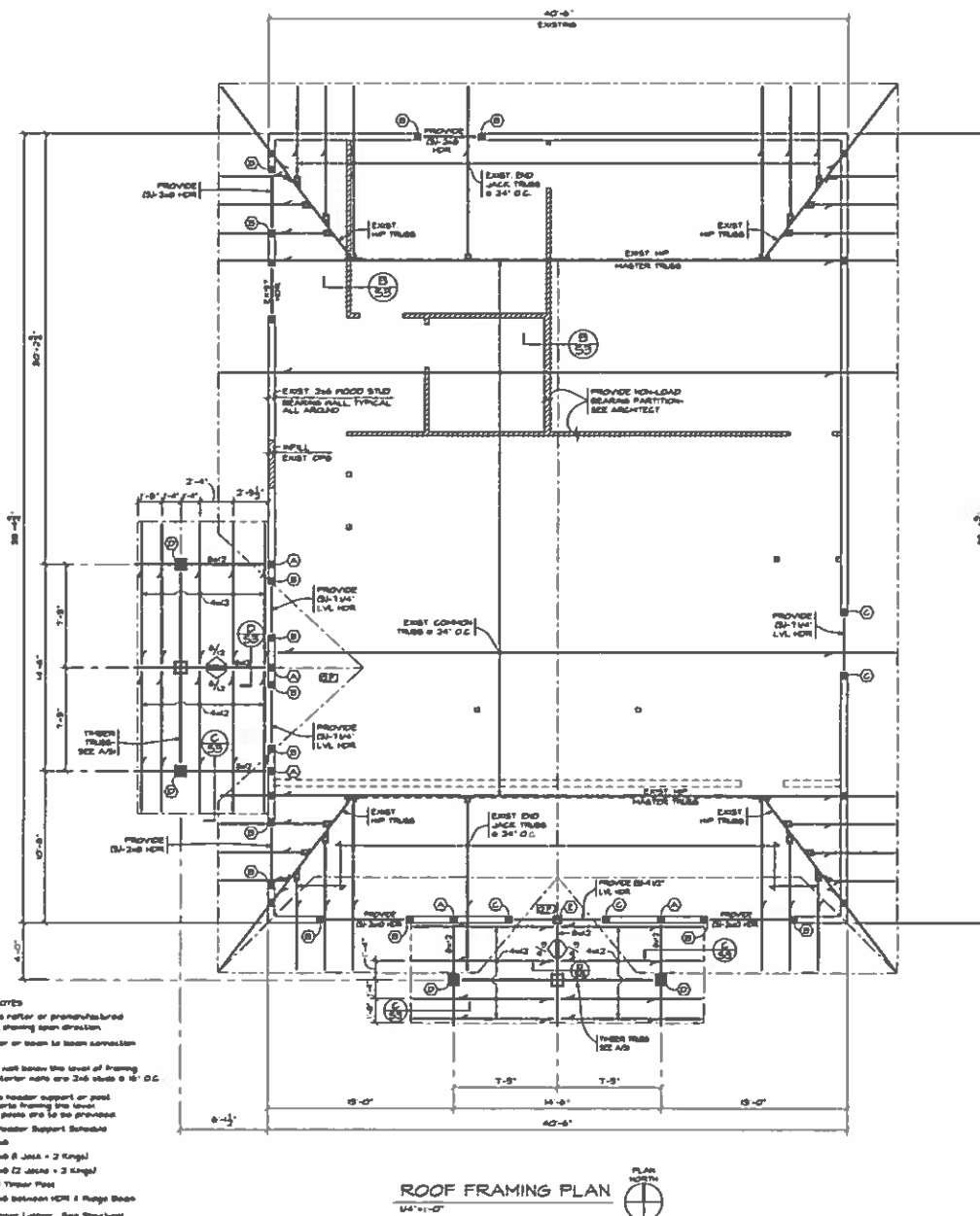
SHEET TITLE:
FOUNDATION
PLAN

SHEET:
S-2



- ROOF FRAMING PLAN NOTES
1. Designates rafter or premanufactured roof truss, showing span direction.
 2. Jack hanger or beam to beam connection.
 3. Pinned stud not below the level of framing. Existing exterior walls are 2x6 studs @ 16\"/>
 - 4. Designates rafter support or post which supports framing line load. Bracketed posts are to be provided.
- Post and Header Support Schedule
- (A) (2)-2x6
 - (B) (2)-2x6 @ Joints - 3 Kings
 - (C) (2)-2x6 @ Joints - 3 Kings
 - (D) 1x6x6 Timber Post
 - (E) (2)-2x6 between Joints & Range Beams
5. LVL = Laminated Veneer Lumber. See Structural General Notes for allowable stresses. LVL's to be 1 3/4\"/>

6. DP designates overframing. At general contractor's request DP to be supplied by truss manufacturer. Alternate DP, see A.10.



KURTZ &
ASSOCIATES,
INC.

5012 COUNTY RD 154
GLENNWOOD SPRINGS,
COLORADO
(970) 445-6305

TUMBLEWEED-
EAGLE

12 EAGLE PARK EAST
EAGLE,
COLORADO

DRAWN BY: J.L.S.
CHECKED BY: B.J.K.
SCALE: AS SHOWN
PROJECT NO.: 11-02.09

DATE
CONSTRUCTION SET:
07/17/2019

SHEET TITLE:
ROOF
FRAMING PLAN

SHEET:
S-3



Exhibit #3 View of site from EPE



Exhibit #05 Line of sight

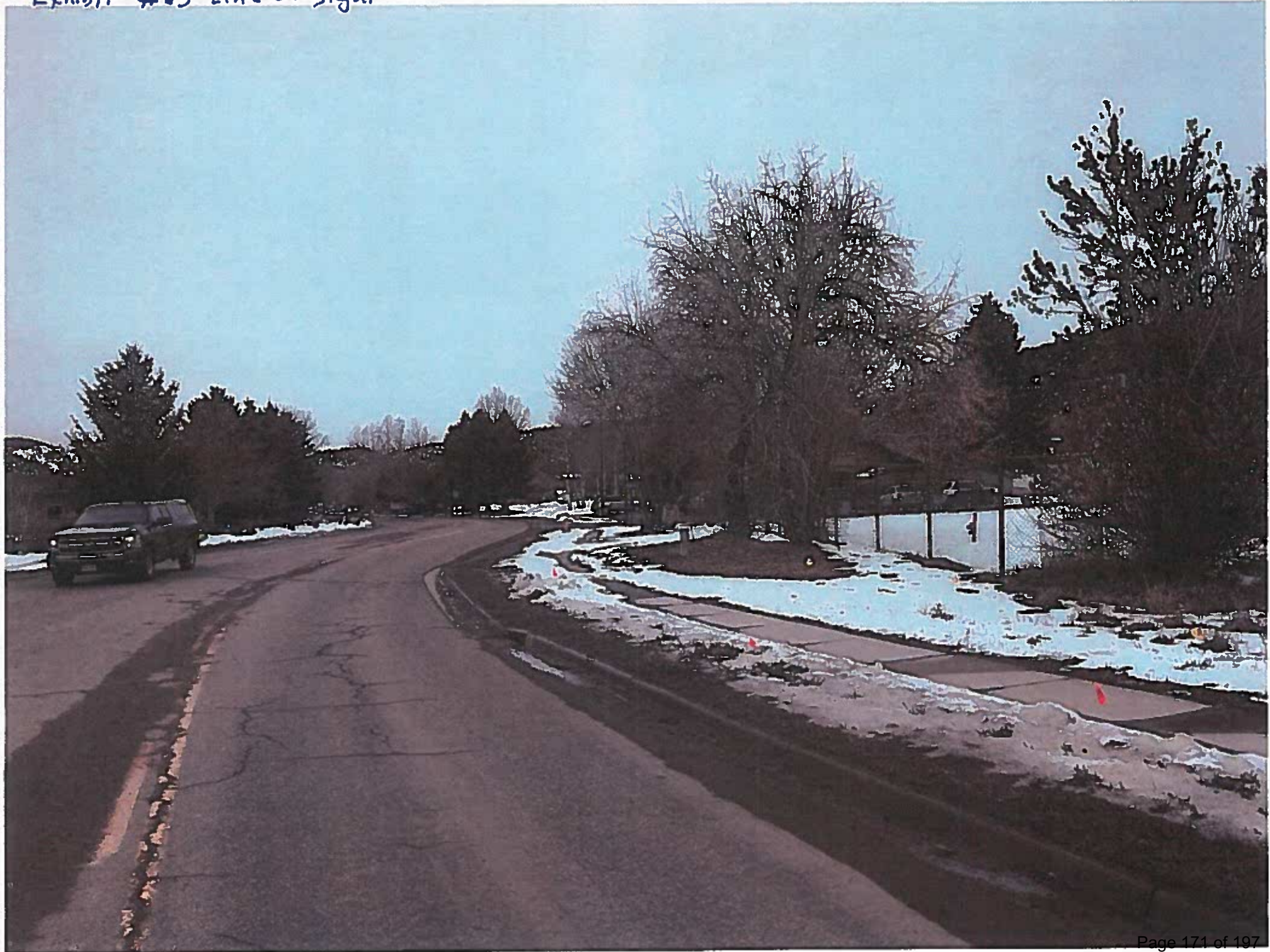


Exhibit # 7 Monument Sign Location



TOWN OF EAGLE, COLORADO
RESOLUTION NO. 38
(Series of 2019)

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF EAGLE, COLORADO
APPROVING A SPECIAL USE PERMIT FOR TUMBLEWEED EAGLE, LLC

WHEREAS, medical retail marijuana use is considered a special use of a “retail marijuana store” in the Commercial General Zone District, which use is allowed by special use permit if also located in a designated area identified in Section 4.04.100 of the Town of Eagle Town Code;

WHEREAS, on September 13, 2019, Tumbleweed Eagle, LLC (the "Applicant") submitted an application for a special use permit (the "Application");

WHEREAS, the Applicant seeks a special use approval to relocate its medical retail marijuana use from 1125 Chambers Avenue to 12 Eagle Park East Drive (the "Property"), which Property lies both within the Commercial General Zone District and designated area;

WHEREAS, the Planning and Zoning Commission held a properly-noticed public hearing on November 5, 2019, and recommended that the Board of Trustees approve the Application with conditions;

WHEREAS, the Board of Trustees held a properly-noticed public hearing on November 12, 2019 to consider the Application; and

WHEREAS, the Board of Trustees, upon reviewing the recommendation of the Planning and Zoning 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 BOARD OF TRUSTEES OF THE TOWN OF EAGLE, COLORADO AS FOLLOWS:

Section 1. The Board of Trustees finds that the Application meets the criteria set forth in Section 4.05.10 of the Town of Eagle Municipal 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 Board of Trustees hereby approves the Application with the following conditions:

1. Occupancy of the Property for the approved use shall not be permitted prior to the issuance of a State of Colorado Licenses for the referenced uses;
2. The Chambers Avenue access shall not be permitted for exiting the Property;

INTRODUCED, READ, PASSED AND ADOPTED ON NOVEMBER 12, 2019.

TOWN OF EAGLE, COLORADO

Anne McKibbin, Mayor

ATTEST:

Jenny Rakow, Town Clerk

Capital Improvement Plan Summary for 2020 - 2024

Department/Fund and Project	2020	2021	2022	2023	2024	TOTAL
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Capital Improvements Fund:

General Administration

Board Room IT Upgrades	\$ 15,000	\$ -	\$ -	\$ -	\$ -	15,000
CivicRec Software	12,000	-	-	-	-	12,000
Civic Plus ATS Software	11,125	-	-	-	-	11,125
Total	\$ 38,125	\$ -	\$ -	\$ -	\$ -	\$ 38,125

Marketing and Events

Barriers	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	\$ 90,000
Total	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	\$ 90,000

Streets

Handicap Ramps and Sidewalks "Safe Routes to School"	-	120,000	-	-	-	120,000
Street Lights-LED Conversion	-	42,000	-	-	-	42,000
Sylvan Lake Rd and Capitol St. Refuge Island-Flashing Lights	-	85,000	-	-	-	85,000
Pedestrian Trail Bull Pasture - West Side	-	105,000	-	-	-	105,000
Eby Creek Road - Pond Road Sidewalk Extension	-	-	150,000	-	-	150,000
Sylvan Lake Roundabout Crossing – Street Light	-	-	30,000	-	-	30,000
Grand Avenue and Capitol Street - Street Light	-	-	10,000	-	-	10,000
Chambers Avenue Sidewalk Extension	-	-	45,557	-	-	45,557
Pedestrian Trail Cemetery Connection	-	-	230,000	-	-	230,000
Nogal Road and Highway 6 Street Light	-	-	-	40,000	-	40,000
Signage at Sylvan Lake Roundabout	-	-	-	5,000	-	5,000
Capitol Street - 6TH TO 7TH PARKING	-	-	-	65,400	-	65,400
Total	\$ -	\$ 352,000	\$ 465,557	\$ 110,400	\$ -	\$ 927,957

Buildings & Grounds

Pool and Ice Capital Improvements Funding	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000
Public Works - Fencing	17,000	-	-	-	-	17,000
Studio / Pavilion LED lights	8,000	-	-	-	-	8,000
Weed Sprayer - pickup mounted	10,000	-	-	-	-	10,000
Fertilize Hopper	6,000	-	-	-	-	6,000
Art Wall	40,000	-	-	-	-	40,000
Public Works Expansion design (2022 Build)	-	25,000	Unknown	-	-	25,000
Town Hall Exterior Parking Lot	-	20,000	-	-	-	20,000
Public Works Solar	-	178,492	-	-	-	178,492
Town Hall Exterior Wall	-	40,000	-	-	-	40,000
Town Hall Windows	-	250,000	-	-	-	250,000
Pavilion Solar	-	50,000	-	-	-	50,000
Studio – Floor	-	10,000	-	-	-	10,000
Studio Solar	-	-	40,000	-	-	40,000
Brush Creek Pavilion Park and Playground	-	-	250,000	250,000	-	500,000
Information Center Solar	-	-	-	40,000	-	40,000
Town Hall Solar	-	-	-	100,000	-	100,000
Town Park Solar	-	-	-	-	30,000	30,000
Total	\$ 121,000	\$ 613,492	\$ 330,000	\$ 430,000	\$ 70,000	\$ 1,564,492

Public Safety

Radar Feedback Signage	10,165	-	-	-	-	10,165
Brazos to MDT conversion	14,420	-	-	-	-	14,420
Total	\$ 24,585	\$ -	\$ -	\$ -	\$ -	\$ 24,585

Total Capital Improvements Fund	\$ 183,710	\$ 995,492	\$ 825,557	\$ 570,400	\$ 70,000	\$ 2,645,159
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Capital Improvement Plan Summary for 2020 - 2024

Department/Fund and Project	2020	2021	2022	2023	2024	TOTAL
General Fund - Streets						
Street Resurfacing - <i>Terrace Subdivision</i> (Brush Creek Terrace, Golden Eagle, Snow Owl, Brush Creek Ct, Ryshot, Condor Drive, Pintail, Ringneck, & Canvas Back) and Church Street from Grand Avenue roundabout to 2nd Street	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 550,000
Street Resurfacing - <i>Chambers Avenue (from Sawatch to Sawatch), Marmot Lane, and Loren Lane</i>	-	600,000	-	-	-	600,000
Street Resurfacing - <i>Abrams Creek Road & Robins Egg Lane</i>	-	-	650,000	-	-	650,000
Street Resurfacing - <i>Newquist, Horton, Seabry, Pat's Circle, Deep Eddy Cove, and Ouzel Lane</i>	-	-	-	700,000	-	700,000
Street Resurfacing - West Eagle (Castle Drive, King Road, and Prince Alley)	-	-	-	-	700,000	700,000
Total	\$ 550,000	\$ 600,000	\$ 650,000	\$ 700,000	\$ -	\$ 2,500,000

Fleet						
Patrol Vehicle - Public Safety	\$ 119,574	\$ 131,531	\$ 144,685	\$ 159,153	\$ 175,068	\$ 730,011
908 M Loader - (Streets)	130,000	-	-	-	-	130,000
Street Sweeper - (Streets)	-	-	250,000	-	-	250,000
Boom Mower Tractor	-	-	-	87,500	-	87,500
International 7400 SFA 4X2	-	235,000	-	-	-	235,000
PJ Utility Trailer - 2016	-	-	-	10,000	-	10,000
Ford F-150	35,000	-	-	-	-	35,000
Ford F-350 Flat Bed / Plow	-	45,000	-	-	-	45,000
Ford F-350 Flat Bed /Weed Sprayer	-	50,000	-	-	-	50,000
Ford F-250	-	50,000	-	-	-	50,000
Ford F-250	-	-	50,000	-	-	50,000
Ford F-150 Crew Cab	-	-	50,000	-	-	50,000
Ford F-350	-	-	-	50,000	-	50,000
Ford F-350 Plow/Sander	-	-	-	60,000	-	60,000
Ford F-150	-	-	35,000	-	-	35,000
John Deere 1435 Mower/Broom	-	-	-	40,000	-	40,000
John Deere 301- A Tractor	-	-	-	60,000	-	60,000
Ford Explorer (Community Development)	-	-	-	35,000	-	35,000
Jeep Patriot (Community Development)	-	35,000	-	-	-	35,000
Vehicle Replacement - Marketing & Events	-	-	-	-	35,000	35,000
Total	\$ 284,574	\$ 546,531	\$ 529,685	\$ 501,653	\$ 310,068	\$ 2,172,511

Sales Tax Capital Improvement Fund						
Dumpster Enclosure	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000
Wetland Plantings	15,000	-	-	-	-	15,000
Beach Sand	50,000	-	-	-	-	50,000
Air Compressor	5,000	-	-	-	-	5,000
Rapid Blocs	50,000	30,000	30,000	-	-	110,000
Pavilion	-	110,000	-	-	-	110,000
Climbing Wall	-	-	200,000	-	-	200,000
Wood Fire Pits	-	-	20,000	-	-	20,000
Park Lighting	-	-	-	90,000	-	90,000
Slalom Gates	-	-	-	75,000	-	75,000
Public Art	-	-	-	40,000	-	40,000
Chambers Park Path Connection	-	-	-	-	250,000	250,000
Shower Tower	-	-	-	-	100,000	100,000
Downtown Bridge	-	-	-	-	1,000,000	1,000,000
Total	\$ 132,000	\$ 140,000	\$ 250,000	\$ 205,000	\$ 1,350,000	\$ 2,077,000

Capital Improvement Plan Summary for 2020 - 2024

Department/Fund and Project	2020	2021	2022	2023	2024	TOTAL
Water Fund						
LBWTP	\$ 13,400,000	\$ -	\$ -	\$ -	\$ -	\$ 13,400,000
Cemetery Tank	2,350,000	-	-	-	-	2,350,000
Water Fill Station	60,000	-	-	-	-	60,000
Filter Train Electric Valves	85,000	-	-	-	-	85,000
Fencing for Water Properties	75,000	75,000	75,000	75,000	75,000	375,000
Water Line: Fairgrounds Water Main Loop	100,000	2,270,666	-	-	-	2,370,666
Water Line: Downtown Distribution: Capitol Street: 5th to 6th Street	300,000	-	-	-	-	300,000
Water Line: Downtown Distribution: Capitol Street: 2nd to 5th Street & Fourth Street: Broadway to Capitol	25,000	493,000	-	-	-	518,000
GIS	20,000	-	-	-	-	20,000
Eby Creek Mesa Access Road	30,000	-	-	-	-	30,000
Generator on trailer / electrical work at pump houses	100,000	-	-	-	-	100,000
Leak Detection Machine	35,000	-	-	-	-	35,000
Pretreatment and Water Plant - LED Light Upgrades	20,000	-	-	-	-	20,000
Town Hall - Water Conservation Model	25,000	-	-	-	-	25,000
Xeriscape Opportunities - Market Street Roundabout	14,724	-	-	-	-	14,724
Communication Tower - Cemetery Tank x2	-	34,000	-	-	-	34,000
Communication Tower - Upper Kaibab & additional site	-	100,000	-	-	-	100,000
	-	75,000	-	-	-	75,000
Eagle Ranch Filing 26: Water Flush Station / Prv Main Extension	-	75,000	-	-	-	75,000
Disater Plan - Pump & Hose for LBWTP	-	25,000	745,407	-	-	770,407
Water Line: Howard St. Water Main: 2nd Street to 6th St.	-	-	25,000	280,000	-	305,000
Water Line: Brooks Lane Water Main	-	-	-	300,000	-	300,000
Eby Creek PRV	-	-	-	50,000	397,381	447,381
Lower Eby Creek Tank: Pump Station, Yard Piping, & Fire Hydrants	-	-	-	25,000	175,000	200,000
Water Line: Downtown Distribution: Fourth Street: Wall St. to Washington St.	-	-	-	-	3,351,312	3,351,312
UBWTP - 3 Filter Trains	-	-	-	-	-	-
Total	\$ 16,639,724	\$ 3,147,666	\$ 845,407	\$ 730,000	\$ 3,998,693	\$ 25,361,490

Waste Water Fund						
Fix Truss Pipe in System	\$ 155,000	\$ -	\$ -	\$ -	\$ -	\$ 155,000
Capital Street Sanitary Sewer Main: 5th Street to 6th Street	225,000	-	-	-	-	225,000
GIS	20,000	-	-	-	-	20,000
Treatment Plant Replumbing	75,000	-	-	-	-	75,000
Camera for flushing	100,000	-	-	-	-	100,000
Re-air pump for recycle tank	25,000	-	-	-	-	25,000
A-Basin: Plug Flow	30,000	-	-	-	-	30,000
IMLR System/Piping/Pumping	35,000	-	-	-	-	35,000
Howard St. Sanitary Sewer Main: 4th - 5th & South 5th St.	-	25,000	307,587	-	-	332,587
Storage Building	-	-	50,000	-	-	50,000
Sanitary Sewer System upgrades	-	-	-	25,000	25,000	50,000
Sanitary Sewer Piers across Eagle River	-	-	-	-	300,000	300,000
Nutruient Criteria	-	-	-	-	3,000,000	3,000,000
Total	\$ 665,000	\$ 25,000	\$ 357,587	\$ 25,000	\$ 3,325,000	\$ 4,397,587

Stormwater Fund						
Town Park - Drainage, parking improvements	-	99,000	50,000	50,000	50,000	249,000
Total	\$ -	\$ 99,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 199,000

Broadband Fund						
Project THOR	50,000	50,000	50,000	50,000	50,000	250,000
Total	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000

Capital Improvement Plan Summary for 2020 - 2024

Department/Fund and Project	2020	2021	2022	2023	2024	TOTAL
Open Space Fund						
Wayfinding Signage	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Soft Path Trail Construction - 2020	30,000	60,000	30,000	-	-	120,000
Eagle Ranch Wildlife Committee Capital Project	10,000	10,000	10,000	10,000	10,000	50,000
Campground	20,000	-	-	-	-	20,000
Hardscrabble Mountain Trail Reroutes	-	15,000	-	15,000	-	30,000
Hardscrabble Ranch Improvements	-	20,000	20,000	20,000	-	60,000
Mini Excavator purchase	-	20,000	-	-	-	20,000
Open Space Acquisition(s)	-	70,000	50,000	-	50,000	170,000
Nature Center / Cabin	-	-	100,000	-	-	100,000
Total	\$ 70,000	\$ 195,000	\$ 210,000	\$ 45,000		\$ 520,000
Grand Total \$ 18,525,008 \$ 5,649,689 \$ 3,668,236 \$ 2,777,053 \$ 9,053,761 \$ 39,673,747						



To: Mayor and Town Board of Trustees

From: Brandy Reitter, Town Manager

Date: November 12, 2019

Agenda Item: 2020 Budget Hearing: Information Center

REQUEST:

Staff is requesting that the Board of Trustees review a transition plan and report from the information center.

INTRODUCTION:

Staff presented several ideas as part of the 2020 budget process. One of those ideas was rethinking the town's roll in operating the information center. Over many years, the information center has evolved, changed hands and has taken different approaches to how it operates. Currently, most of the operations are focused on running a gift shop. The staff does a wonderful job with the retail side as well as referrals to businesses in town. Staff proposed shifting away from retail and focusing more on referrals, marketing, and finding partners to help align with the original intent of the information center. The new approach will accomplish these goals. In September, the board gave direction to proceed with reimagining the information center. Those ideas are included in the proposed 2020 budget. Staff came up with a transition plan for the board that was shared with information center staff and the Historical Society.

ANALYSIS:

Transition Plan:

December 2019 - Assuming the board approves the budget, all retail at the information center will go on sale at 50% off.

All consigners will be asked to remove their merchandise by the end of December if it hasn't sold.

January 2020 – Remaining retail will be listed at 75% off and what doesn't sell will be donated to a non-profit partner. Staff hopes to sell most of the inventory by the end of January or early February. Free refreshments will still be offered to visitors.

Information center staff will be offered hosts positions and will operate 5 days a week during the hours that are decided on by staff and the Historical Society.

The Historical Society will still sell their books at the information center but will be responsible for collecting the proceeds, paying sales tax and making deposits into their accounts. Town has offered to assist with training volunteers how to manage their accounting of book sales.

February 2020 - Town budgeted for marketing collateral for the information center in 2020 and will begin to develop a design for materials to be printed in March. Collateral will be available before the busy summer season.

Town will develop a strategy for recruiting volunteers for the information center to fill the void of not being open 7 days a week. While recruiting volunteers will be challenging, many information centers across the country have a solid volunteer base. However, the current proposal does not rely on volunteers.

March – December 2020 - Marketing, events and administrative staff will begin to identify grants and a funding plan for the new and improved information center. The key elements of the new plan are below:

- Hospitality training for new and existing information center staff.
- Recruiting partner organizations and businesses to display their information.
- Allow the Historical Society to have a display at the information center for advertisements and continue to sell books.
- Begin to plan for an interactive kiosk buildout with interpretative educational displays about Eagle and the assets of the entire valley for marketing purposes. Buildout will include updated technology and innovation.
- Invest in digital marketing of the information center.

January 2021 - Town will receive grants and budget for the build out of innovative interactive kiosks throughout the facility over the next 12 months.

COMMUNITY INPUT:

Community input from the Historical Society was included in the transition plan. Town will continue to work with existing partners and identify new partners in the long-term success of the information center.

BUDGET / STAFF IMPACT

The transition plan had an impact on staff and budget. After the budget is approved, administrative staff will see an increase in duties to close out the retail component of the information center. There will be an % decrease in staffing hours at the visitor's center in 2020.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

This proposal doesn't align with any strategic objectives but does touch on the following business values:

Appropriate Investments: Part of refocusing the information center's scope is to ensure that funding is allocated to supporting the priorities of the town. In the strategic plan, increasing marketing, events, and economic development are key principles. Under this proposal, staff can focus on these objectives.

RECOMMENDED ACTION OR PROPOSED MOTION:

Staff is not requesting BOT action.

ATTACHMENTS:

- Information Center Mission & Program Activities
- Information Center Reviews
- Information Center visitor trip summary

Our Mission: We are the Welcome Center, gateway to Eagle and surrounding areas. We provide very important history, travel and local information to travelers and locals all year long. We continually drive business downtown. We are the entryway to Eagle proper, both physically and socially.

Goals are to:

- Continue driving business downtown *** (we can start to track this with business cards, telling businesses we referred you) Advertising
- To deliver Information, maps and guidance to travelers
- Guide patrons to stay in town
- Build up local business
- Make tax revenue for Town
- Critical road updates and information
- Help support the Museum and Historical Society (could rent out for functions) (or private viewings) , weather permitted
- Continue carrying and promoting; local, wonderful ,Colorado artists gifts under 20\$
- Procure beautiful, hand crafted gifts and jewelry from local artists
- All year, 7 days a week. We are reliable! Can count on us!
- Get a Facebook or get on Eagle Live
- Build up local business

Budget Initiatives:

- Advertise to get a local presence (not capturing enough locals , could easily make up 15-20% in revenue
- Eagle Advertise: Unveil magazine, rack cards and promotions business cards: tracks referrals to downtown, frequent I-70 travelers, teachers, locals, keep town employee discounts
- Get a Facebook or get on Eagle Live
- Annual Fall Party; encourage Locals to shop and spend locally on Christmas, tentative scheduled for Nov 14th, Thursday.

EIC Visitor Comments

January 2019 through September 2019

Total Visitors	13601
EIC Referrals	632

** We tried to capture the top 10 repeated comments

1)	Always Stop Here/ Favorite Stop	82
2)	Love this Visitor Center	330
3)	Very Helpful, friendly Hosts	237
4)	Great/Best Gift Shop of all	319
5)	Love the Chocolate	33
6)	Frequent/Repeat Visitors	180
7)	Locals	273
8)	Bus Guests	502
9)	Perfect stop between Denver and GJ (½ way)	230

Noteworthy comments and testimonials:

"My favorite stop on I-70, warm, welcoming and very friendly"
"Beautiful jewelry, gifts at great prices"
"Love the Colorado Room, what great artisans"
"Always get my honey here "
"Love your town and visitor Center"
"Staff goes above and beyond expectations"
"Love the personal service of staff, often going out of their way"
" Please advertise, locals still don't know us"

	2014	2015	2016	2017	2018	2019						
	Guest #	Guest #	Guest #	Guest #	Guest #	Guest #						
January	846	846	906	680	835	333						
February	1095	597	866	878	849	447						
March	2117	1508	2071	2161	1645	894						
April	2380	1808	2522	2599	1390	927						
May	4552	2932	4434	3774	3340	1871						
June	6235	4647	5794	4784	5617	2616						
July	7127	5208	6641	4412	2286	2122						
					Rest Area removed							
August	5972	4220	5233	4167	1431	2105						
September	4561	3588	5227	3891	1335	2286						
Ocotber	3406	3575	3575	2751	1111		project					
November	1428	1620	1620	1997	699		project					
December	1139	1170	1170	1168	588		project					
year totals	41358	31719	40059	33262	21127		project					
	*** Guest and revenues are trending upwards: great staff, new management, new merchandising and some new products.											
	*** Also note this trend upwards is happening without managements suggestions to advertise, market and promote to locals											
	*** See our proposal for future.											



To: Mayor and Town Board of Trustees

From: Brandy Reitter, Town Manager
Jill Kane, Finance Director/Treasurer

Date: November 12, 2019

Agenda Item: 2020 Proposed Budget Discussion

REQUEST:

Staff is requesting that the Board of Trustees review budget changes, prioritization responses, capital improvement plan, and information center transition plan.

INTRODUCTION:

The board discussed the proposed 2020 budget on October 29. The remaining discussion items are included in the packet. We have one more item remaining before we finalize the budget; the presentation of the MEAC and community funding requests. Below is a summary of the items in your packet as well as next steps.

ANALYSIS:

Changes in the 2020 Proposed Budget – There are a few changes to the budget as of this meeting. Included is a spreadsheet with information per fund of the changes that were made to the budget.

Prioritization Approach Proposal – Prioritization worksheets were distributed at the last meeting. Staff received two responses. This exercise is different than last year because everything that is on the list is in the budget. This is partly because the group did a good job narrowing down policy ideas presented in September. However, if the board wants to discuss anything on the list, staff is open to feedback. The submitted worksheets are attached. It is not too late to send staff the worksheet. Once we receive more, staff will build a summary table.

Capital Improvement Plan 2020 – 2024 – The projects that are in the proposed budget are in year 2020. Years 2021 – 2024 are a plan and subject to changes in priorities. Escalators are included in the out years and costs are evaluated annually. In 2020, money is budgeted to hire a firm to help us continue to identify capital projects.

MEAC and Community Funding Requests – Staff will send out a link for the BOT to allocate funding and discuss applications on December 10. We are one meeting behind where we were last year because of

the last meeting in November occurring during Thanksgiving. A report of the MEAC funding approvals will be given to the BOT on December 10. Staff hopes to wrap up grant programs by the end of the year.

Next Steps

On December 10 the board will review the following:

- Adopt 2020 Budget
- Adopt Mil Levy
- Approve appropriation of the budget
- Certify the 2020 Budget
- Amend 2019 Budget

COMMUNITY INPUT:

Community input is not required at this point; however, the community will have a chance to provide feedback during budget hearings.

BUDGET / STAFF IMPACT

Budget and staff impact are not applicable.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

This proposal aligns with the following values and objectives:

- The 2020 Proposed Budget reflects all the business values and strategic objectives.

RECOMMENDED ACTION OR PROPOSED MOTION:

Give feedback to staff on budget items.

ATTACHMENTS:

- 2020 Proposed Capital Improvement Plan
- Information Center
- Prioritization Submittals
- 2020 Budget Changes

2020

Name: _____

Introduction:

This exercise is to facilitate the prioritization of policies proposed in the budget. It is the desire of the BOT to focus on policies vs. line items. However, everything that is proposed in the budget is subject to BOT approval. Below are items that were mentioned by the BOT during work sessions and regular meetings.

The goal is for the BOT to discuss policies and give staff direction to include, modify or delete a budget item. If there is a project or policy that is not include in the budget, the BOT can direct staff to include it that item. If an item was already approved, under contract, is a multi-year project or fixed cost, it is not included in this exercise. Projects that are part of a master plan that was already approved are not included. Staff has included supporting documents from budget presentations as reminder of what has been discussed. Here is the link: <https://www.townofeagle.org/275/Budget>

Instructions:

Review the following tables and be prepared to discuss items being proposed. For each item, staff will poll the board for a majority or consensus for each item. Once all items have been discussed and unofficially voted on, staff will request an official motion on both tables. Staff will make modifications based on the approvals. Modifications will be made subject to the resources available. If a priority cannot be funded, we will keep it on the list of high priorities by the BOT. When resources become available, staff will try to make priorities work in the budget.

Scoring:

To prioritize an item, please rate each item using the following scale:

- 1 – High priority
- 2 – Medium priority
- 3 – Not a priority (2019 only)

CIP Prioritization – All items are one-time expenditures

Amount	Fund	Item Description	Budgeted (Y/N)	Score
\$50,000	CIF	THOR buildout	Y	1
\$15,000	CIF	Board Room IT upgrades	Y	1
\$12,000	CIF	CivicRec software for facility rentals	Y	2
\$11,125	CIF	HR software -application and performance tracking	Y	2
\$10,265	CIF	Radar feedback sign for speeding	Y	3
\$119,574	CIF	2 patrol vehicles	Y	2
\$35,000	CIF	Replace 2002 Ford Explore	Y	2
\$75,000	WF	Install security fencing at water treatment facilities	Y	3

2020 Budget Prioritization Exercise

\$14,724	WF	Xeriscape demonstration at Eby Creek/Market Street roundabout	Y	3
\$25,000	WF	Water conservation projects at Town Hall	Y	2
\$20,000	WF	LED lights at water facilities	Y	1
\$20,000	OSF	Campground pilot project at Fairgrounds	Y	1
\$40,000	CIF	Art wall installation	Y	1
\$15,000	STF	River Park - wetlands planting	Y	3
\$50,000	STF	River Park - RapidBlocs	Y	3
\$50,000	STF	River Park - additional beach sand	Y	3

Operating Prioritization – Funded budget items are over \$10,000 or 10% from last year's budget

Amount	Fund	On-Going One-Time	Item Description	Budgeted (Y/N)	Score
\$5,000	GF	One-Time	One stop shop website for economic development	Y	3
\$3,000	GF	One-Time	Broadway street banners	Y	1
\$30,000	GF	One-Time	CIP assessment 5 to 10-year planning	Y	3 1
\$10,000	GF	One-Time	Community survey - contract out	Y	1 1
\$3,000	GF	One-Time	Community Dinner funding	Y	1
\$10,000	GF	One-Time	Event management software	Y	1
N/A	GF	On-Going	FT Patrol Officer	Y	2
N/A	GF	On-Going	FT Street Technician	Y	3
\$5,000	GF	One-Time	USFS Front Ranger Country program	Y	3 + + + +
\$10,000	GF	One-Time	Eagle Outside website refresh	Y	2

Budget Follow Up Policies

Amount	Fund	On-Going One-Time	Item Description	Budgeted (Y/N)	Score
\$103,000	SWF	On-Going	Stormwater Management Fund as proposed	Y	1
\$50,000	BF	On-Going	Broadband Fund as proposed	Y	1
\$42,000	GF	On-Going	Information Center as proposed	Y	2
				N	
				N	
				N	
				N	
				N	
				N	

2020 Budget Prioritization Exercise

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				N	
				N	
				N	
				N	
				N	
				N	

2019 Revenue Adjustments					
FUND	DESCRIPTION	Comments	DRAFT BUDGET	FINAL BUDGET	CHANGE
General Fund	Highway User Tax	Update Highway User Tax revenue for revised estimates from CML and move lump sum payment budgeted in 2020 to 2019 and collected an additional \$7,500 (approximately) in 2019.	246,965	286,283	39,318
2019 Expenditure Adjustments					
FUND	DESCRIPTION	Comments	DRAFT BUDGET	FINAL BUDGET	CHANGE
General Fund: Buildings & Grounds	Charges for Service: Irrigation Services	Eagle Ranch Irrigation Service Agreement - additional maintenance work was required in 2019.	12,200	14,705	2,505
2020 Revenue Adjustments					
FUND	DESCRIPTION	Comments	DRAFT BUDGET	FINAL BUDGET	CHANGE
General Fund	Sales Tax	Increase 2020 sales tax 2% over the 2019 revised sales tax budget.	4,577,138	4,733,613	156,475
General Fund	Highway User Tax	Move lump sum payment budgeted in 2020 to 2019.	266,028	234,305	(31,723)
Sales Tax Capital Improvement Fund	Sales Tax	Increase 2020 sales tax 2% over the 2019 revised sales tax budget.	565,266	585,836	20,570
2020 Expenditure Adjustments					
FUND	DESCRIPTION	Comments	DRAFT BUDGET	FINAL BUDGET	CHANGE
General Fund: Streets	Charges for Service: Pavement Management	Original budget kept the Pavement Management funding at the same level as 2019. However, staff wanted to increase to the amount that is proposed in the Pavement Management plan.	\$ -	\$ 50,000	50,000
General Fund: Marketing & Events	Charges for Service: Meeting Expense	Holiday Party	\$ -	\$ 10,000	10,000
General Fund: General Government	Charges for Service: Computer Support	Communication Software	\$ 1,635	\$ 2,635	1,000
General Fund: Municipal Court	Charges for Service: Computer Support	Caselle Court Module Purchase and Annual Maintenance	\$ 3,414	\$ 11,532	8,118
General Fund: Streets	Operating Expenses: Insurance	Increase budget to include one deductible for 2020	\$ 27,848	\$ 30,348	2,500
General Fund: Police	Operating Expenses: Insurance	Increase budget to include one deductible for 2020	\$ 28,638	\$ 31,138	2,500
General Fund: Community Development	Charges for Service: Professional Services	Red Development Sub-Area Plan	\$ 217,000	\$ 227,000	10,000
General Fund: Buildings & Grounds	Charges for Service: Irrigation Services	Eagle Ranch Irrigation Service Agreement - decrease 2020 for electric expense reimbursement only - no maintenance is required in 2020	6,500	4,000	(2,500)
General Fund	Personnel Services	Updates to Insurance calculations and the addition of a Code Enforcement Officer in community development	-	89,372	89,372
Water Fund	Operating Expenses: Insurance	Increase budget to include one deductible for 2020	34,554	37,054	2,500
Water Fund	Capital Expense	Increase Filter Train Electric Valves	45,000	85,000	40,000
Water Fund	Operating Expenses: Computer Support	Increase Computer Support for Router Configuration for SCADA Communications	12,000	19,000	7,000
Water Fund	Operating Expenses: Computer Support	Increase Computer Support for WIN911-Alarm Software	8,000	9,500	1,500
Water Fund	Operating Expenses: Professional Services	Increase for Source Water Protection Plan Project (Grant Funded)	55,000	60,000	5,000
Water Fund	Operating Expenses: Contract Payments	Decrease Contract Payments to remove PR Studio contract work for 2020	79,360	66,860	(12,500)
Water Fund	Personnel Services	Updates to Insurance calculation	-	1,205	1,205
Wastewater Fund	Personnel Services	Updates to Insurance calculation	-	733	733
Wastewater Fund	Operating Expenses: Insurance	Increase budget to include one deductible for 2020	27,042	29,542	2,500
Wastewater Fund	Capital Expense	Add A-Basin Plug Flow	-	30,000	30,000
Wastewater Fund	Capital Expense	Add Internal Mix Liquor Return (IMLR)-System/Piping/Pumping	-	35,000	35,000
Wastewater Fund	Operating Expenses: Computer Support	Increase Computer Support for Router Configuration for SCADA Communications	2,500	3,500	1,000
Wastewater Fund	Operating Expenses: Computer Support	Increase Computer Support for WIN911-Alarm Software	8,000	9,500	1,500
Wastewater Fund	Operating Expenses: Tap Fee and Rate Study	Increased Tap & Rate Study to Include IMLR Study	45,000	95,000	50,000
Open Space Fund	Personnel Services	Updates to Insurance	-	6	6
Capital Projects Fund	Transfers Out	Increase transfer Out to General Fund to Offset Pavement Management Plan with Street Impact Fees	118,000	168,000	50,000
General Fund	Transfers In	Increase transfer In from CIP to Offset Pavement Management Plan with Street Impact Fees	118,000	168,000	50,000

TOWN OF EAGLE, COLORADO
ORDINANCE NO. 26
(Series of 2019)

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF EAGLE,
COLORADO REPEALING AND REENACTING SECTION 5.10.040 OF THE EAGLE
MUNICIPAL CODE TO ELIMINATE THE DISTANCE REQUIREMENTS FOR LIQUOR-
LICENSED ESTABLISHMENTS

WHEREAS, pursuant to C.R.S. § 44-3-313(1)(d)(I), a building in which alcohol beverages are to be sold pursuant to a license issued under C.R.S. Article 44, Titles 3 or 4, may not be located within 500 feet of any public or parochial school or the principal campus of any college, university or seminary;

WHEREAS, C.R.S. § 44-3-313(1)(d)(III) allows a local municipality, by ordinance, to eliminate or reduce this distance requirement for any class of license;

WHEREAS, Section 5.10.040 eliminated the above distance requirement in the Central Business District; and

WHEREAS, the Town desires to eliminate the distance requirements set forth by C.R.S. § 44-3-313(1)(d)(I) throughout the Town.

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

Section 1. Section 5.10.040 of the Eagle Municipal Code is hereby repealed in its entirety and reenacted to read as follows:

Section 5.10.040. – Distance limitations.

Pursuant to C.R.S. § 44-3-313(1)(d)(III), there is no required minimum distance between a building in which malt, vinous or spiritous liquor is sold pursuant to the issuance of any license under C.R.S. Title 44, Articles 3 or 4, and any public or parochial school or the campus of any college, university or seminary.

Section 2. 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 Board of Trustees 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 3. Safety. This Ordinance is deemed necessary for the protection of the public health, safety and welfare.

Section 4. Effective Date. This Ordinance shall take effect thirty (30) days after publication following adoption.

INTRODUCED, READ, PASSED, ADOPTED AND ORDERED PUBLISHED ON NOVEMBER 12, 2019.

TOWN OF EAGLE, COLORADO

Anne McKibbin, Mayor

ATTEST:

Jenny Rakow, Town Clerk



Grand Opening

Celebration

HOSTED BY

EAGLE VALLEY LIBRARY DISTRICT

EXPLORE EAGLE PUBLIC LIBRARY'S SPACIOUS TWO-STORY BUILDING AND ITS MANY ENHANCED AMENITIES. VARIOUS ACTIVITIES FOR CHILDREN AND FAMILIES AS WELL AS LIGHT REFRESHMENTS WILL BE AVAILABLE THROUGHOUT THE DAY.

VISIT EVLD.ORG FOR FURTHER DETAILS!

SATURDAY, NOVEMBER 16

9:45 AM

EAGLE PUBLIC LIBRARY

600 BROADWAY ST

EAGLE, CO 81631

Schedule

- Ribbon cutting at 9:45 am

- Doors open at 10:00 am
- Storytime at 10:00 am
- Cake cutting at 10:30 am
- Self guided tours and family-friendly activities throughout the day.

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The Towns of Avon,
Minturn and Red Cliff
invite you for a

**LOCAL GOVERNMENT
GET TOGETHER**

Wednesday, December 11, 2019
At 5:30 p.m.

The Westin Riverfront & Spa
126 Riverfront Ln
Avon, CO

Drinks sponsored by
PiperJaffray Ltd.SM