



Economic Vitality Committee
Thursday, January 18, 2024, 1:00 PM
Public Meeting Room / Eagle Town Hall
200 Broadway, Eagle, CO

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

PUBLIC WIFI – Eagle Guest

MEETING ACCESS

- a This will be an in-person meeting with access via MS Teams.

Microsoft Teams meeting

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CALL TO ORDER AND ROLL CALL - 1:00 PM

APPROVAL OF MINUTES

- a Minutes dated November 16, 2023

STAFF & OTHER UPDATES

- a Community Development's report.
b Staff updates from Melissa & Nikki.
c Chamber and DDA updates (as appropriate).

BUSINESS & DISCUSSION ITEMS

- a Dashboard status and plan with RRC (20 minutes)
b EPS Economic Development Plan implementation & priorities (60 minutes)
c Town Council work session February 6th at 4pm

ADJOURN

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.

A handwritten signature in blue ink, appearing to read "Nikki Davis".

Nikki Davis
Economic Development & Housing Specialist

EVC MEETING MINUTES NOVEMBER 16, 2023

Members Present: Mick Daly, Kevin Brubeck, Kim Goodrich, Matt Felser, Kim Fritzler, Nick Sunday, Eric Eves (virtual), David Gaboury (virtual)

Town Staff Present: Nikki Davis, Chad Phillips, Larry Pardee (virtual), Melissa Daruna (virtual)

Eagle Chamber: Michelle Morgan, DDA: Scott Schlosser

CALL TO ORDER

- a. Meeting called to order and roll call at 1:10pm.

APPROVAL OF MINUTES

- a. Minutes approved unanimously.

ADMIN

- a. New member oaths completed: Kim Fritzler, Matt Felser, Kimberly Goodrich
- b. EVC said a sad farewell to Chad, wishing him and Susan all the best for the future.

STAFF & OTHER UPDATES

- a. Community Development report to Council. Discussion:
 - i. Grand Avenue
 - ii. North Broadway – application not yet complete
 - iii. Eagle Villas for sale (low income/deed restricted housing at risk)
 - iv. Haymeadow PUD amendment
 - v. West Eagle
 - vi. Eagle Meadows
 - vii. Seago property bordering town to the West: workforce housing & conservation opp.
- b. Staff updates:
 - i. 2024 approved budget includes approximately \$100,000 for ED-related work
 - ii. Council work session 12/12 will include Housing.
- c. EVTA sub-committee on housing: Nick Sunday is our rep.

BUSINESS & DISCUSSION ITEMS (EVC)

- a. Dashboard status (see attachment):
 - i. RRC now taking full lead on dashboard creation with the ED Plan/EPS consultation completed. Staff, Mick, and RRC conducted a meeting on 11/8 to regroup on dashboard metrics and confirmed staff contacts who can assist with data sourcing.
 - ii. TBD: quarterly vs annual update, depending on the rate of change; include + - change in business permits.

- b. Brainstorm Economic Development Plan implementation – General feedback shared amongst the group. Further prioritization of 2024 initiatives will occur at the December meeting. Mick asked members to send comments and suggestions to him in advance.
- c. Next meeting: Dec. 27, 3pm EVC Work session at Mick's home.

ADJOURN

- d. Motion approved unanimously. Meeting adjourned at 2:58pm

ATTACHMENTS

RRC Dashboard slides

COMMUNITY DEVELOPMENT

December 2023

LONG RANGE PLANNING

ReCode Eagle – The Land Use and Development Code (LUDC)

- Staff is preparing application forms and checklists, updating the fee schedule, and addressing other various administrative tasks.
- Municode upload to be completed in early 2024. The previous version of the Land Use and Development code will still be available to the public as an archived version.
- The new ReCode available here: [Land Use and Development Code Effective 10/23/2023 | Town of Eagle, CO - Official Website](#)

LAND USE APPLICATIONS IN PROGRESS

For more information and to access project documents, visit the Town's [Active Land Use Applications Page](#).

- **AN23-01: West Eagle Housing**
 - The project consists of 9.5 acres and 113 units within 23 buildings. Applications include annexation, zoning, major development permit, special use permit and subdivision. Applicants are applying for RMF zoning with special use permit for higher density. Proposed lot area/dwelling unit is 3,278 SF, which is ~13.3 units/acre
 - Application is complete and out for referral agency comment.
 - No public hearings scheduled.
- **PUDA23-01: Haymeadow Major PUD Amendment**
 - This Project is a Major PUD Amendment within the Haymeadow development to:
 - Reverse the RMF-5 land swap;
 - Update the intended alignment of the extension of Sylvan Lake Rd
 - Update the conceptual/development plan
 - Revise the PUD Guide to align with ReCode and current best practices.
- **HYMD23-05: Haymeadow ADA Amendment**
 - This application consists of a focused update to Haymeadow's Annexation and Development Agreement, more information will be provided in the next update.
- **AN23-02 Annexation/RZ23-02/PUD Plan 23-01 PUD Zoning Plan: North Broadway**
 - Low income and for-sale housing with limited commercial new development that includes: 1) Annexation and initial zoning of 2.248 acres of the Ping Lane parcel and 1.193 acres of the Brooks Lane parcel to HD/C-PUD; 2) Rezone of 9.236 acres of the Ping Lane parcel from Rural Residential to Planned Unit Development and 4.296 acres of the Brooks Lane parcel from Mobile Home Park/Planned Unit Development (MHP/PUD) to Planned Unit Development; and 3) PUD Zoning Plan for the entire property utilizing the newly adopted CMU-1 zone district as the underlying framework.
 - Project Location: 101 Ping Lane and 404 Brooks Lane properties located north of Eagle's Central Business District between the railroad and the Eagle River.
 - Application has not been deemed complete
 - Public Hearing Schedule: None

ADDITIONAL UPDATES:

There are currently no additional updates.

MAJOR CONSTRUCTION PROJECTS

Business Name	Location	Status
Second Street Tavern	127 W Second St.	TCO is now expired. Awaiting response from owner for moving section of fence from ROW and encroachment agreement is awaiting finalization. Communication between applicant and Com Dev has been unproductive. All associated applications and permits will move under the purview of the Code Enforcement Department after January 12, 2024, including the fence encroachment, sign permit and TCO.
Foodsmith	318 Broadway	Working toward building final *Noteworthy: Retail food sales & cooking class.
Eby Creek Apts.	435 Eby Creek	TCO issuance in progress.
Hockett Gulch Apts.	16186 Hwy 6	Trailhead restroom - Shaw resubmitted revising cost comparison. Forwarded Community Development department's request for color rendering of restroom for TOE Packet. Development Agreement revision with Kendra for drafting, revision will adjust deadlines for Grand Ave. entrance and irrigation system items. Back to Kendra for adjustment, Town needs to confirm time frames for task completion. Drywall in Building 2 and Clubhouse complete. Building 1 has started drywall stage at upper levels.
410 Broadway Project	410 Broadway	TCO issued and occupancy of dwelling units in progress.
City Market Remodel	0103 Market St	Interior work completed. Parking lot improvements (re-configuration) still pending.
Haymeadow	91 Mountain Hope Circle	Foundations for last two buildings pending and framing of five buildings in progress. First building sheetrocked and interior finish in progress. Continued work needed on Conditions of Approval / tracking of COA's
Habitat for Humanity	3 rd Street	All building permits issued and foundation work in progress
Slope and Hatch	115 East Second St Unit 1	Construction work commenced. Sign Permit issued.
High Country Hearth Showroom	115 East Second St Unit 4	Permit issued. Work in progress.
Desmond Builders Office	410 Broadway South Unit	TCO issued
C&C Plumbing and Mechanical	82 Chambers Ave	Both buildings under construction

The figures below show general activity levels not broken down by permit type (building, electrical, plumbing, mechanical, etc.)

TYPE OF WORK PERFORMED	EOY 2022	YTD 2023
Inspections (n/i Planning, Public Works)	1,308	1,885
Permits Processed	465	411

TOWN COUNCIL AND PLANNING & ZONING COMMISSION MEETING SCHEDULE:

P&Z and Council Meeting Schedule

December 2023
December 5 th (Planning Commission) – Cancelled No Meeting
December 12 th (Town Council) - DR23-04 263 Sawatch Major Development Permit - P&Z Appointment
December 19 th (Planning Commission) - DR23-01 Stone Concepts Minor Development Permit- Approved - Oaths of Jennifer Sturgeon and Laura Hartman
December 26 th (Town Council) No Meeting
January 2024
January 2 nd (Planning Commission) – Cancelled
January 9 th (Town Council)
January 16 th (Planning Commission) - Cancelled
January 23 rd (Town Council)
February 2023
February 6 th (Planning Commission)
February 13 th (Town Council)
February 20 th (Planning Commission) Haymeadow Major PUD Amendment
February 27 th (Town Council)



To: Mayor and Town Council
From: Larry Pardee, Town Manager
Date: January 9, 2024
Re: Town Manager Report

Economic Development:

On December 27, I participated in the Economic Vitality Community (EVC) meeting, where the focus was on deliberating the priorities and work plans for 2024, specifically on the Economic Development Plan. Staff request was made for the EVC to formulate a 3-year high-level work plan. In response, Nikki Davis has already begun drafting the 3-year plan, which will be shared with Mick Daily for review and presented to the committee on January 18.

In tandem, the town team engaged in discussions with the Regional Resource Center (RRC) to refine the draft further and establish matrices for our economic dashboard. The primary objective was to identify essential database sources crucial to the comprehensive development of the dashboard. This collaborative effort has resulted in valuable insights and recommendations, marking a significant milestone in advancing the completion and launch of our inaugural economic dashboard. The completed Economic Development Plan can be reviewed in the (attached [LINK](#))

Outreach & Meetings: *This report will overview recent participation in community outreach opportunities and regional and project-specific meetings. These events offer valuable opportunities to collaborate with stakeholders, stay informed on the latest developments, and contribute to the local community.*

On Wednesday, December 13, I attended the Eagle Valley Transit Authority board meeting in Avon. The board reviewed and approved their 2024 budget, meeting schedule dates, and locations. The EVTA has scheduled their retreat for January 10 from 9:00 a.m. to 2:00 p.m., which will coincide with their regular monthly Board meeting, so any ordinary business items will be conducted at the outset of the meeting before moving into the retreat.

The retreat location is still to be determined. EVC has secured Greg Bellomo of Government Performance Solutions, whom EVTA worked with in March 2023, to assist EVTA again with this retreat. The retreat objectives are to 1) revisit the interim strategic plan, 2) engage around critical elements of the plan where additional Prioritization/alignment is needed to focus our efforts, and 3) dedicate time to ironing out the foundational elements of our integrated hiring and housing strategy that will allow that initiative to move forward.

On Wednesday, December 27, Blaise Rastello of Ulysses Development Group (UDG) officially communicated to the team that they had received notification from the broker regarding the decision made by the owners of Eagle Villas. Regrettably, the owners offered an alternative offer, ultimately awarding the deal to another group.

A pivotal factor influencing the seller's decision was the proposed timeline for closing. Despite UDG's willingness to expedite the process and utilize internal funds to bridge any financial gaps, taking advantage of

the County's indication of a more efficient timeline, UDG was not allowed to implement these measures. Unfortunately, the broker failed to relay this crucial feedback to UDG before reaching the final decision.

The 2023 Eagle County Front Country Ranger Program year-end summary, which can be reviewed in the (attached [Link](#))

Administration and organization update:

On Friday, December 22, we sent out a retreat survey to hold a day-and-a-half retreat with the Council and staff to begin looking forward to 2024. If the dates presented do not work to have all seven Council members participate, we will find a new set of dates to host our annual retreat.

We recognize the significance of prioritizing and implementing essential Quality of Life goals. The Council has prioritized Grand Avenue, Affordable Housing and Economic Vitality, Sustainability, and Open Space. However, achieving these objectives requires carefully considering fiscal resources drawn from our existing budget or through potential voter-supported funding initiatives.

In our commitment to fostering transparency and community involvement, the Council and staff will collaborate to identify strategies for addressing each goal over the coming months. To facilitate this process, we have engaged Bill Ray's expertise. Bill comes highly recommended, having contributed to similar projects for notable entities such as Eagle Valley Transportation Authority, Eagle County, Mountain Rec, Basalt, Glenwood Springs, and RFTA.

To start our engagement with Bill, I request that each council member schedule an informal meeting with him within the next few weeks. Bill will personally reach out to coordinate a convenient time for you to talk about your vision for our Town. Your valuable insights will help construct a discussion guide, which will be reviewed and further discussed at an upcoming Council meeting on January 23 or February 6. We hope to garner consensus on our approach to the Quality-of-Life goals and explore a possible ballot question in November 2024. That process has specific timelines and deadlines; a good time to start that process is just after the New Year.

As of January 2, 2024, the Town has made good progress in its workforce development initiatives by filling positions from the initial count of eighteen and finishing 2023 with thirty-five filled. The total number of positions, whether presently occupied or pending recruitment, stands at 39 for the year. Significantly, the Town remains actively searching for qualified candidates to fill the remaining seven open positions – pivotal roles crucial to enhancing our community's overall quality of life. The persistent efforts to fill these critical positions underscore our unwavering commitment to cultivating a thriving environment and ensuring our residents' sustained progress and well-being.

We are collaborating with Karah Maloley to formulate the inaugural Town of Eagle Culture Statement. This endeavor involves representatives from various sectors within our organization, ensuring a comprehensive and inclusive perspective. Once the initial draft of the culture statement is complete, we will engage the entire organization in a thorough review and seek input before finalizing the document.

WORK SESSIONS:

To help the Town Council keep track of upcoming work sessions, below is a table of topics to discuss over the next several months. Preparing in advance is helpful since it takes planning to execute a work session. Staff will keep this table in this report and make changes as needed. The topics are subject to change:

Date	Topic
January 2, Work Session	<i>(Meeting Cancelled)</i>
February 6, Work Session	EVC priorities and goals for 2024
March 5, Work Session	

April 2, Work Session	
May 7, Work Session	
Request for Additional Work Sessions	Topic



To: Mayor and Town Council
From: Larry Pardee, Town Manager, and Department Leads
Date: January 9, 2024
Re: Department Updates for December 2023

ASSISTANT TOWN MANAGER

December 2023

Economic Development

- Staff met with Councilmember Grimmer to brainstorm business attraction / retention models, best practice, and potential economic drivers for Eagle.
- Staff attended the Economic Vitality Committee's (EVC) year-end work session to collaboratively discuss 2024 priorities from the Economic Development Plan and implementation priorities. An EVC-Town Council work session is proposed for February.
- Ongoing coordination of the Economic Dashboard with RRC Associates. RRC presented a draft sales tax page for staff review. The initial feedback provided addressed simplifying the design for intuitive functionality, enhanced imagery, and creating a different channel for deeper analysis. An updated demonstration with the EVC is scheduled at their January 18 meeting.
- The Downtown Development Authority (DDA), in partnership with consultant team Downtown Colorado, Inc. (DCI), will be presenting a year-end and 2024 outlook report at the January 23 Town Council meeting.

Housing

- Completed a Sustainability and Housing joint work session with Town Council. Specific to Housing, staff and Council discussed 2024 priorities including policy and implementation. Staff also solicited feedback on a Housing Program approach. A summary of 2024 priorities will be provided to Town Council at a future meeting.
- Staff met with the Valley Home Store (TVHS) and Haymeadow to discuss initial sale of the affordable units within the 7 Hermits phase. This accounts for both the Eagle County subsidized units and the Town's LERP units. TVHS will present a brief update to Town Council on January 9 regarding the launch of their application process. Concurrently, Town staff are evaluating the course in which to advertise and sell the LERP units, as directed by the development agreement and inter-governmental agreement with TVHS.
- Staff hosted a call with The Pike Apartments to negotiate leasing one or two units for Town employees. General pre-leasing information remains to be announced.
- A 90%-complete draft of the updated Local Employee Residency Program (LERP) Guidelines has been circulated internally, with the Town Attorney and TVHS for preliminary review. The draft may be presented to Town Council for a first reading at either the January 23 or February 13 meeting.

Sustainability

- Completed a Sustainability and Housing joint work session with Town Council on Dec. 12th. Specific to Sustainability, staff and council discussed priorities and strategies that can be used to make progress toward the 2028 net zero carbon goal for internal town operations. Town Council determined the budget priorities will be broken down as follows for the 2024 Sustainability Initiatives budget: 75% for strategies/initiatives for internal town operations and 25% for strategies/initiatives for the Eagle community, in accordance with the staggered goal timelines.
- Staff partnered with the Housing & Economic Development Specialist and Walking Mountains to bring information to the DDA about energy efficiency and renewable energy rebates that apply to businesses in Eagle.
- Staff worked with Walking Mountains to refine the scope of work for the town's financial contributions to the 2024 energy efficiency and renewable energy rebates. An overview of how funds were used in 2023 and a preview of the 2024 scope of work will be provided at the Jan. 23rd council meeting.
- Staff met with Vail Honeywagon to discuss the waste diversion reporting requirements within our contract, ensuring both parties clearly understand the data that needs to be collected.
- The compost pail giveaway entry deadline was Dec. 18th. 132 residents entered the giveaway, and 27 out of 41 winners collected their pails. After all pails have been issued, a social norming campaign will be implemented to promote excitement around successful composting.
- Staff worked with the Public Works team, Asst. Town Manager, and Yearout energy to prepare for the Jan. 9th Yearout 90% presentation for town council. This will include information on progress toward the solar array planned for the water/wastewater facility campus, investment grade audit, and energy performance contract.
- Staff applied for the Local Government Community E-Bike Rebate Grant from the state energy office. The state notified the town that they intend to award \$35,000 toward an income-qualified e-bike rebate program, pending the town's formal acceptance.

Communications & Marketing

- Staff continued to engage across departments to ensure community news and updates are sent out. Staff also worked together on initial steps for a Town website refresh which will take place later in 2024.
- Staff began preparing to onboard Jamie as the Communications and Marketing Specialist in January.

Pool Replacement Project

- Staff coordinated with Mountain Recreation to push out information about the pool replacement community survey. The survey closed on December 31st and staff have begun analyzing the data. The joint staffs also worked with the design and construction teams to host a community open house on Thursday December 7th.
- Staff continued regular meetings with the design and construction teams to work on the budget and set deadlines for decisions on the design and prepare to include feedback from the community survey.
- The final grant application for the GOCO Community Impact grant was submitted on December 14th. Award decisions are expected in March.
- Mountain Rec and Town staff will present a more detailed update to the Town Council and Mountain Rec Board in February when the design documents have been completed.