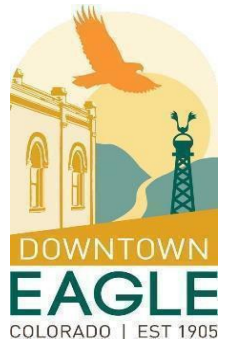


EAGLE DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
Eagle Town Hall, Castle Conf Room | 200 Broadway
Tuesday, February 20, 2024 | 1:00PM – 3:00PM
IN-PERSON



Welcome & Roll Call

Administrative (10 minutes)

- New Member Oath of Office, Lachie Thomas
- Appoint new Treasurer, per by-laws.

Approval of Minutes

- Minutes dated January 16, 2024

DCI Update

- None

DDA Financials Update

- None

EVC Update (15 minutes)

- Economic Development Plan implementation

Business Items (75 minutes)

- Introduction: [Colorado Main Street](#), Gayle Langley (virtual)
- Grant Opportunity: [Rural Economic Development Initiative \(REDI\) Program](#)
- Letters of Support
 1. Town of Eagle 2024 Challenge Community – DCI Challenge Accelerator Program
 2. Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant for Grand Avenue Corridor Project
- Challenge Program Update
 1. DDA Board Member(s) to attend In The Game, April 2-5 in Durango
- Communications & Marketing Contractor
 1. Letter of Interest & Resume – Kasha Dunne
- Update on Eagle County EV Charging Cohort
- Town of Eagle Department Updates – questions?

Future Agenda Items (20 minutes)

- Colorado Main Street Presentation, Gayle Langley
- TIF valuation and feedback from Mark Chapin, Eagle County Assessor (assign board member).
- Discuss Capitol St. CIP and Parking Management (invite Public Works & Planning).
- Hybrid DDA-DBA Board
- Monthly meeting frequency

Public Comment

Next Meeting: Tuesday, March 19, 2024, 1:00PM – 3:00PM

Adjourn



OATH

I, LACHIE THOMAS, so solemnly swear that I will support the Constitution and laws of the United States, the Constitution and laws of the State of Colorado, and the Ordinances and Codes of the Town of Eagle, and that I will faithfully perform all duties of Downtown Development Authority Board of Directors, upon which I am about to enter.

Sworn to this _____ day of _____, 2024.

Member Signature

Jenny Rakow, Town Clerk



EAGLE DOWNTOWN DEVELOPMENT AUTHORITY (DDA)

Tuesday, Jan. 16, 2024, 1:00-3:00 pm IN PERSON

Welcome + Roll Call

Called to order at 1:05 pm

Board Members Present: Greg Schroeder (Teams), Scott Schlosser, Collin Huggins, Jake Roach (Teams), Bryan Woods

Town Staff present: Nikki Davis, Melissa Daruna, Jamie Wilson, Larry Pardee (Teams)

Others Present: Mick Daly, Michelle Morgan, Kim Fritzler, Lachie Thomas (Teams), Troy Bernberg (Teams), Kat Correll (Teams)

Minutes Approval

Woods motioned to approve the December minutes, seconded by Huggins.

Motion approved 5-0.

DDA Financials

- Very little new construction in the district; new construction goes into increment, not the base – Troy & board may contest this with Assessor.
- Anticipating only \$26,011 in potential increment revenue.
- The most certifiable way to get increment is from new construction & development. Need to start with assessment discrepancy at 229 Broadway.

DCI Update

- DCI & Troy will co-lead the annual presentation to Town Council.

Business Items

- Lachie Thomas will be recommended for DDA vacancy.
MOTION: Roach motioned to nominate Lachie Thomas to the DDA, seconded by Woods.
Motion passed 5-0.
- DCI Challenge Accelerator Program: participation will be co-led by Kim and Nikki.
MOTION: Schlosser motioned to write a letter of support on behalf of the DDA to participate in the program and use 546 Grand Avenue as a test case. Seconded by Woods.
Motion passed 5-0.

DBA Update

- None

EVC Update

- Feb. 6 Town Council work session to focus on Economic Development Plan implementation and EVC's 2024 work plan.

Business Items

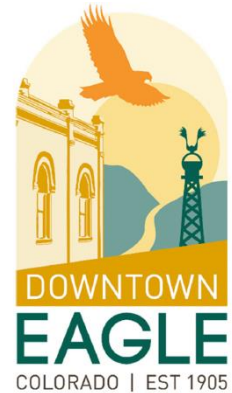
- Welcome Jamie Wilson, Town's new Marketing & Communications Specialist.
- 2024 contracts for DCI and Northland Securities renewed.
- Request to follow-up code enforcement issues along Broadway.
- Invite Public Works and Planning to a future DDA meeting to begin discussion on CIP projects along Capitol St and parking management downtown.
- MEAC work to evolve and begin focusing on arts and culture in Eagle.

Public Comment - None

Adjourn

January 29, 2024

Katherine Correll, Executive Director
Kylie Brown, Rural Program Manager
Downtown Colorado, Inc.
1420 N. Ogden Street, Ste. G-1
Denver, Colorado 80218



Re: 2024 Colorado Challenge Accelerator Program and Town of Eagle Participation

Dear Ms. Correll and Ms. Brown:

On behalf of the Eagle Downtown Development Authority, I am writing to express our enthusiastic support for the Town of Eagle's participation in the 2024 Colorado Challenge Accelerator Program. We believe that this program offers valuable opportunities for the Town to enhance its capacity and effectiveness in addressing the unique development challenges and opportunities facing our downtown and commercial areas.

As a stakeholder in the development and revitalization of our historic downtown district, we recognize the importance of fostering collaboration and leveraging resources to achieve shared goals. The Challenge Program provides a platform for the Town and supporting stakeholders to access specialized expertise, resources, and best practices that can inform and strengthen its efforts in downtown revitalization, economic development, and community engagement.

We commend Town of Eagle and Program Chair, Kim Fritzler for their proactive approach in seeking out opportunities to improve and innovate, and we are confident that participating in the Challenge Program will yield tangible benefits for our community. By investing in professional development and strategic planning, the Town demonstrates its commitment to the long-term success and sustainability of Downtown Eagle.

Furthermore, we believe that the Town's involvement in the Challenge Program will contribute to broader efforts to position Eagle as a vibrant and competitive destination for residents, visitors, and businesses alike. Through collaboration and shared learning, we can build a stronger foundation for economic growth, cultural vitality, and community pride.

In conclusion, the Downtown Development Authority stands ready to support and collaborate with Town of Eagle and Kim Fritzler throughout their participation. We are excited about the potential impact of this initiative and look forward to witnessing the positive outcomes that emerge from our collective efforts.

Thank you for considering our perspective, and please do not hesitate to reach out if you require any additional information or support.

Sincerely,

Greg Schroeder
Chair, Eagle Downtown Development Authority

KASHA DUNNE

E | kashamcdade@gmail.com P | 720-878-7584 M | PO Box 8495, Avon, CO 81620

The Town of Eagle Downtown Development Authority
PO Box 6802, Eagle, CO 81631
nikki.davis@townofeagle.org

July 8, 2023

Dear Nikki,

I have lived in Eagle County for 13 years and enjoy the beautiful landscapes we are surrounded by. It would be a humbling experience to be apart of such an important organization that supports our local business. My background includes sales, marketing, event sales and planning, design, food and beverage and hospitality. I enjoy connecting people in social settings and have always had an eye for creative ideas.

Knowing that the Communications Internship is a new position within your team, I would be thrilled to have the opportunity to create a memorable approach to the marketing, social media and monthly newsletters for your followers, community, partners, board members, and fellow staff. My local knowledge of vendors, venues and catering, would be pivoted with my marketing know-how and interests in trend setting with creating content to suit Eagle DDAs voice.

Career accomplishments include:

- Designing award winning campaigns with The Vail Daily (2021)
- Increased wedding sales by 31% at The Ranch, Keystone (2019)
- Creating venue packages to include all LOB within Keystone Resort
- Increased following to Beaver Creek social media pages by 286%
- Designed and coordinated photo shoots for Beaver Creek Weddings
- Managed and executed a variety of events at The Park Hyatt Beaver Creek

I would love the opportunity to meet you and your team at your earliest convenience and I thank you for your consideration.

Sincerely,
Kasha Dunne

Kasha Dunne

kashamcdade@gmail.com | (720) 878-7584 | [LINKEDIN](#)
111 W Beaver Creek Blvd P.O. Box 8495 Avon, CO, 81620

My career has always been focused on the luxury brand, driven by personalized service and high expectations within the hospitality industry. I have lived in Colombia, London, and Marbella, helping me to gain perspective on different cultural needs and in 2008, I found myself in Colorado.

I have learned to see a situation from all angles and consider the result from the team and the guests' perspective which is one of my greatest strengths.

Education:

University of Lincoln, UK | 2000-2003

Norwich School of Art & Design, UK | 1999-2000

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Graduated with a (UK) BA in Graphic Design. I was proficient in Photoshop and Illustrator, focusing on print design, illustration and creative photography. I gained a BTEC diploma for an art and design studies foundation. Extra-curricular activities included theatre studies and photography.

Work History: My diverse sales and marketing experience includes window treatments in London, photographing [Monica Vinader's](#) jewelry collection in the English countryside, advertising and layout design for [Cache Magazine](#) in Spain. My path took me to [Town & Country](#), an architectural firm back in London, where I hand painted presentation boards for the sales team. Turning to travel, I found myself in the F&B industry in [Beaver Creek](#) and there I found that I could pursue a fulfilling creative outlet with selling event space for weddings. In 2021 I worked with the [Vail Daily](#) as their Creative Manager, coordinating creative bookings and collecting all ready-to-print ads from clients, adhering to tight deadlines and overseeing all advertising for the monthly HOME Magazine. Most recently I have been selling conference space for [Copper Mountain Resort](#) as their Senior Sales Manager.

Meeting and Conference Sales Manager - Copper Mountain | Powder Resorts
October 2022 – Present

Creative Manager – Eagle County | Vail Daily
January 2021 – September 2022

Wedding Sales Manager - Keystone | Vail Resorts
December 2018 – July 2020

Sales and Service Manager - Beaver Creek | Vail Resorts
September 2014 – December 2018

Assistant Food and Beverage Manager - Beaver Creek | Park Hyatt
May 2010 – September 2014

Marketing Design Coordinator - London | Town & Country
July 2008 – September 2008

Graphic Design Artist – Marbella | Cache Magazine
August 2005 – April 2008

Related Skills:

Passionate about guest service | Knowledge of planning and local wedding industry | Social media and photography | Confident in Word - Comfortable in Excel | Skills with Adobe Creative Suite

Personal Achievements:

World Traveler

Completed MS 150 (2013)

Key words:

- hard working
- reliable
- confident
- creative
- patient
- determined
- calm

References:

Terri Reichert

Development Manager | VV Charitable Fund
(970) 331-5810

TReichert@centurylink.net

Kathleen Conner

Katch Studio | (714) 721-8573

Barbara Anderson

(970) 309-7423

.....
It is a true pleasure to provide a personal reference for Kasha McDade, whom I have had the pleasure to know for the past 5 years.

Kasha is very intentional, strategic, and hard-working. One thing that has always impressed me about Kasha is her knack for reflecting on her strengths and weaknesses to understand her purpose, and how she uses this awareness to elevate the positive impact she has on her friends and those around her. She brings passion, optimism and creativity to the projects she is involved in and is an incredible asset to a group that is working together to achieve common goals. Please feel free to call me with any questions. I would be happy to connect, in person, to share more about Kasha (2020)

Pamela Dixon - Director of Sales | Vail Resorts | (970) 445-7566

Re: Eagle County EV Charging Cohort

Nikki Davis <nikki.davis@townofeagle.org>

Tue 2/13/2024 4:04 PM

To: Will Barror <willb@walkingmountains.org>

Cc: Greg Schroeder <greg@mcdowelleng.com>

Hi Will,

Great to hear from you, this is exciting news! The Eagle DDA is motivated and eager to undergo revitalization and improvements along Broadway. However, we are still without a Managing Director and project capacity will be a challenge for our board.

As this initiative grows, I believe the best course of action is for the DDA to synchronize with the Town. This allows us to maximize efforts and resources across multiple levels. I understand that Kira and our Public Works team are working on an EV plan and as part of our Net Zero Program. This will help the DDA with strategic execution as potential sites along Broadway appear to be in the right-of-way.

I'll stay close to Kira's progress and perhaps we revisit this later in the year.

My best,

Nikki Davis

Economic Development & Housing Specialist

TOWN OF EAGLE

200 Broadway, PO Box 609, Eagle CO 81631

Phone: (970) 328-9654 | Fax: (970) 328-5203

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



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

From: Will Barror <willb@walkingmountains.org>

Sent: Tuesday, February 13, 2024 3:21 PM

To: Nikki Davis <nikki.davis@townofeagle.org>

Subject: Eagle County EV Charging Cohort

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

Hi Nikki,

Hope you're having a great winter!

We're excited to (finally) be launching the Eagle County EV Charging Cohort and are hoping that the Eagle DDA still wants to install EV chargers and might be interested in participating.

The cohort will guide participants through every step, including education on types of chargers, planning and management processes, funding, and installation. Participants will also receive educational sessions with EV experts, personal assistance with tasks such as grant writing, and, if applicable, additional funding beyond what state grants can provide.

Please let me know if the DDA is interested in participating or if there is a better contact for me to reach out to.

Thanks so much! Will Barror

--

Will Barror

[HE/HIM](#)

CLIMATE ACTION COORDINATOR

Office (970) 827-9725 x141

walkingmountains.org



[January is Radon Action Month. Pick up your free test kit today!](#)



To: Mayor and Town Council
From: Larry Pardee, Town Manager
Date: February 13, 2024
Re: Town Manager Report

Economic Development:

We are currently engaged in a collaborative effort with Sarah Dunmire and Andrew Knudtsen's Economic and Planning Systems (EPS) team to revise our contract, explicitly focusing on the inclusion of a scope of work about our East Eagle Financing Strategies and the Eagle Commercial Linkage Fee study.

East Eagle Financing Strategies: The East Eagle subarea presents significant growth potential for the Town of Eagle, covering approximately 140 acres and designated for employment and limited residential uses as outlined in the 2021 East Eagle Sub Area Plan. The Town is confronted with infrastructure construction, financing, and revenue-sharing. The current land ownership group has proposed that the Town of Eagle take a central role in East Eagle's infrastructure planning, encompassing utilities and transportation improvements.

Beyond determining the lead agency for infrastructure installation, there is a fundamental question about the revenues available for servicing bonds issued for infrastructure construction. Although the annexation agreement permits the Town of Eagle to recover infrastructure-related costs from future development, the specific mechanism remains undetermined.

EPS, with staff, will prepare a comprehensive financing strategy, which is essential. This strategy aims to clarify the Town's role and facilitate collaboration among all stakeholders to achieve a financially viable outcome. The plan will feature a financial model illustrating future revenues, expenditures, and viability, incorporating optimistic and conservative assumptions about costs and revenues. It will serve as a tool for discussions with elected officials, developers, and landowners to establish reasonable assumptions regarding public and private sector responsibilities. Additionally, the strategy will identify critical milestones for progress and delineate the level of risk the Town may incur based on developers' performance.

Commercial Linkage Fee: The Town of Eagle is contemplating implementing an affordable housing commercial linkage fee. Currently operating an inclusionary housing program, the Local Employee Residency Program (LERP), applicable to residential housing with ten or more units, the Town seeks a more comprehensive approach to address the housing needs arising from commercial development. The proposed study will establish the nexus between commercial development and affordable housing in Eagle, calibrating a fee based on current market conditions and employee generation rates by land use.

Furthermore, the International Economic Development Council (IEDC) has granted us the opportunity to feature the Town of Eagle in our Municipal & Economic Development Series premiere. This series, showcasing IEDC's commitment to advocacy, education, and community leader strengthening, aims to contribute to sustainable economic well-being and quality of life. I am enthusiastic about coordinating an interview with you and your team, led by our Editor in Chief, to delve into various aspects of Eagle, encompassing its history, growth, culture, livability, economic opportunities, workforce, infrastructure improvements, and future vision.

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 Monday, January 29, I was graciously extended an invitation by Elyse Howard and Emily Peyton of Habitat for Humanity to partake in the tour of the 3rd Street Housing project alongside Governor Polis. The articulate presentations delivered by Emily and Elyse adeptly highlighted the project's significance within our community. Their expressions of gratitude extended to the State, County, and Town of Eagle for their unwavering support and financial contributions.

The inaugural meeting for the Safe Streets for All (SS4A) initiative, under the purview of the Federal Highway Administration, was convened on Tuesday, January 30, encompassing CDOT Regions 3 and 5. This session proved instrumental in deepening our understanding of federal processes and delineating the multifaceted documentation required to adhere meticulously to federal guidelines.

Between January 22-26 and January 29-February 2, I actively participated in numerous deliberations on establishing a second ice sheet at either the Eagle property site or the Fair/Rodeo Grounds site. These discussions reflect the collective efforts to formulate comprehensive plans to realize a second ice sheet facility in Eagle.

On Friday, February 2, I attended the kick-off meeting for our Regional Housing Action Plan, hosted by Avon and featuring our consultant, EPS. I have provided a [\(LINK\)](#) to a PowerPoint outline summarizing the discussions with EPS.

On Monday, February 5, Eagle Villas update – Blaise Rastello from the Ulysses Development Group (UDG) notified the Town and County through this email: I am happy to report some good Monday afternoon news!

We found out Tuesday last week from the owners of Eagle Villas that they fell out of contract with prior buyers because they couldn't get comfortable with the land use restrictions and when they could increase rents as planned. We have an executed LOI with the Seller and are working to put a purchase and sale agreement (PSA) in place shortly.

While this is undoubtedly great news, one of their main concerns was getting written commitments for the source of funds for the acquisition and quick closing (30-day due diligence period and 30 days to close). We understand that Mo identified the \$10 million of sources with the State in December as having application windows, review/underwriting periods, and board approval processes that don't align with the quick closing timeline.

As such, we have been working with Eagle County (Jill Klosterman and Tori Franks) and our lender (NEF) to put the bridge financing in place, enabling us to close quickly. See below a snapshot of the sources and uses for the acquisition:

- Acquisition Price and Associated Costs = \$40,020,728.
- The proposed funding sources NEF Loan is \$27,664,510, Eagle County \$6,500,000, and Owner Equity \$5,856,218 = \$40,020,728.

Administration and organization update:

The Eagle Pool replacement project team meets weekly to continue refining the design and cost elements for the pool project. Also, if we are successful with our GOCO grant application, the design has one waterslide design [\(LINK\)](#) from one manufacturer, and we will consider adding to the project.

KLJ and staff meet weekly and prepare the grant application and letters of support to apply for the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program. The Grand Avenue Multimodal and Revitalization Project aims to reconstruct an outdated highway corridor into a Complete Street. It will improve safety and mobility for all users by building areas for bicycles and pedestrians, enhancing connections to existing transit stops, adding capacity to reduce congestion, and upgrading intersections. The outcome of these improvements will encourage economic growth and redevelopment to revitalize the Town's economy. It will also improve the regional economy by improving transportation for workforce commuters and travelers from I-70 to Eagle County Airport and Gypsum.

We are seeking letters of support from the offices of Matt Kireker - Senator Bennet, Sally Boccella - Senator Hickenlooper, and Julie Sutor - Congressman Neguse. Also, we are requesting support letters from Gypsum, Eagle County, and the Eagle Valley Transit Authority.

We sent the Council a survey to help schedule dates for April with Gary Suiter, our facilitator, to hold our retreat. Once we have confirmed the dates, we will send the Council a new survey to ensure all can be present for the day-and-a-half retreat and staff to begin looking forward to 2024. If the dates and times do not work for all seven Council members to participate, we will find a new set of dates to host our annual retreat.

Expressing gratitude to the Mayor and Council, we extend our appreciation for allocating time to meet Bill Ray to prioritize our fundamental Quality of Life objectives. The Council has identified key areas, including Grand Avenue, Affordable Housing and Economic Vitality, Sustainability, and Open Space, as primary focuses. However, realizing these goals entails meticulously examining financial resources within our current budget or potential funding initiatives supported by voters. Bill Ray is slated to present his findings during our Council meeting on February 27, offering a comprehensive overview of alternatives and recommendations to actively involve our community in shaping our Quality of Life strategies and objectives.

As of 2024, we are recruiting to fill 15 positions, comprising 13 full-time roles. Six of these positions are carryovers from the previous year, remaining unfilled in 2023. The Town is proactively seeking qualified individuals to occupy the remaining seven vacancies. Recognizing the significance of these roles in enhancing our community's overall quality of life, our relentless pursuit of suitable candidates underscores our unwavering commitment to cultivating a flourishing environment and ensuring sustained progress and well-being for our residents.

In developing the Town of Eagle Culture draft, we have reached the milestone of completing the initial draft. We are actively engaged in a comprehensive review involving the entire organization, seeking input and feedback from stakeholders. This collaborative effort underscores our commitment to fostering a vibrant, inclusive community culture.

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	(Meeting Cancelled)
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

COMMUNITY DEVELOPMENT

January 2024

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](#).

o 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.
 - o No public hearings scheduled.

o 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.

o 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.

o AN23-02 Annexation/RZ23-02/PUD Plan23-01 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:

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 2023	YTD 2024
Inspections (n/i Planning, Public Works)	1,885	
Permits Processed	411	

TOWN COUNCIL AND PLANNING & ZONING COMMISSION MEETING SCHEDULE:

P&Z and Council Meeting Schedule

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 2024
February 6 th (Planning Commission) - Cancelled
February 13 th (Town Council)
February 20 th (Planning Commission) Haymeadow Major PUD Amendment
February 27 th (Town Council)
March 2024
March 5 th (Planning Commission) -
March 12 th (Town Council)
March 19 th (Planning Commission)
March 26 th (Town Council)

Engineering

(Ryan Johnson, Town Engineer and Martha Miller, Project Manager)

January 2024

General Updates (RJ):

- Ryan Johnson was hired as the Town Engineer. He has a municipal engineering background at the City of Glenwood Springs and Town of Avon and before that worked as an engineering consultant.
- The job description for the currently posted public works inspector is being modified to better fit the role and will be readvertised in coordination with HR.
- Modifications to the Public Works Facility office space will be necessary to accommodate additional positions. Initial office modification plans are being developed.
- Preliminary work has begun on replacing the Public Works Manual with updated Engineering Standards and Construction Specifications. Similarly, right of way and grading permit processes are under review and will undergo modifications

Right of Way Permitting Summary (RJ):

Active ROW Permits: 0 (Seasonal work restrictions are currently active Nov. 15 to April 15)

Resurfacing and Pavement Management Program Summary (MM)

- Pavement Management Study – Staff working with IMS (Infrastructure Management Services) on getting a final report.
- 2024 Resurfacing Project – Using the results from the Pavement Management Study, the roads with the lowest Pavement Condition Index (PCI) are Chambers (high traffic volumes), Sawatch, and Marmot. The 2024 Resurfacing project will include Marmot Lane and the western portion of Chambers Avenue. Staff will prepare the bid package in March and advertise in April.

Capital Improvement Projects (MM)

- Howard & 4th Street – Staff has completed 90% design and the review meeting is scheduled for March 7th and Open House for March 11th. Staff anticipates advertising the project in mid-April.
- Sylvan Lake Road – Staff has completed a 30% (FIR) design, submitted to CDOT, and FIR meeting is scheduled for Feb. 21st. Staff will schedule an Open House in March/April. The design includes a new sidewalk between MacDonald and Capitol Streets and intersection improvements at Capitol Street and Eagle Ranch Road using the \$1M MMOF grant.
- Grand Avenue Corridor – Staff supplemented the design team with a roundabout expert due to the complexity of the corridor with many constraints. One-on-one property owner access meetings are scheduled on February 13th and 14th. Staff are working on balancing the traffic recommendations, roadway design and access points. Technical design meetings to review traffic, drainage, and utilities are ongoing.
- Safe Streets of All (SS4A) Action Plan – Staff released a Request for Proposals (RFP) on February 5th with a close date of March 5th. This study is funded with the \$276,000 SS4A grant (80/20 match) the Town received. Staff will start preparing the Executive Agreement with FHWA. FHWA has delegated this task to the grant recipients. Processing the grant agreement and selecting a consultant will run concurrently.
- RAISE Grant – Staff is working on a Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant for the Grand Avenue corridor project. Applications are due Feb. 28th. KLJ leads the application preparation and Benefit Cost Analysis (BCA) calcs. Staff is working on providing technical information to KLJ and obtaining support letters from state and local agencies such as Senators Bennett and Hickenlooper, Representative Neguse, Eagle County, EVTA, DDA, EVC, etc.