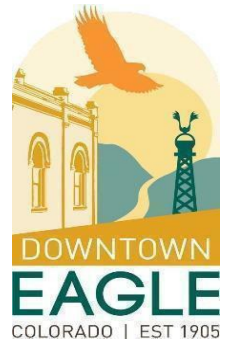


EAGLE DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
Eagle Town Hall, Castle Conf Room | 200 Broadway
Tuesday, March 19, 2024 | 1:00PM – 3:00PM
IN-PERSON



Welcome & Roll Call

Approval of Minutes

- Minutes dated February 20, 2024

DCI Update (20 minutes)

- Legislative Update: HB24-1160 EDO Action Grant Program
- Webinars or Guest Speakers, every other month.

DDA Financials Update

- Troy Bernberg

EVC Update

- Mick Daly

Presentation & Discussion – Virtual (30 minutes):

- Colorado Main Street Program, Gayle Langley & Traci Stoffel

Business Items (50 minutes)

- TIF valuation and feedback from Eagle County Assessor's Office
- Communications & Marketing Contractor
- Challenge Program update
- Expanding the DDA boundary / annexations update
- Town of Eagle Department Updates – questions?

Future Agenda Items (10 minutes)

- Hybrid DDA-DBA Board
- Code Enforcement downtown
- Discuss Capitol St. CIP and Parking Management (invite Public Works & Planning)

Public Comment

TENTATIVE Next Meeting: Tuesday, April 16, 2024, 1:00PM – 3:00PM

Adjourn



EAGLE DOWNTOWN DEVELOPMENT AUTHORITY (DDA)

Tuesday, Feb. 20, 2024, 1:00-3:00 pm IN PERSON

Welcome + Roll Call

Called to order at 1:06 pm

Board Members Present: Greg Schroeder, Scott Schlosser, Jake Roach, Lachie Thomas, Bryan Woods

Town Staff present: Nikki Davis, Denise Cardoza

Others Present: Mick Daly, Troy Bernberg (Teams), Gayle Langley & Traci Stoffel from CO Main Streets (Teams)

Administrative

- Lachie Thomas read and signed Oath of Office into the record.
- Jake Roach was appointed as Treasurer.
Motion: Bryan / Second: Scott. Motion approved 5-0.

Minutes Approval

- February minutes approved.
Motion: Scott / Second: Bryan. Motion approved 5-0.

Business Item – Presentation

- Introductory presentation by Gayle Langley and Traci Stoffel about the CO Main Streets program.
- City of Windsor administers this through their DDA.
- Discussed opportunities available through CDOT Revitalization Main Streets Grant.

DDA Financials Update – Troy Bernberg

- Court case ruled that TIF is only applied to new development, not necessarily improvements. What about change of use? Attorney memo forthcoming.
- Jake, Scott, Troy to meet with Mark (Troy to pull numbers for 410 Broadway).
- Troy has offered to help look at development proposals as they enter the process.
- When does increment happen – at entitlement, permitted, groundbreaking, or TCO/CO?

EVC Update – Mick Daly

- Short-term – launching Phase 1 econ dashboard late Q1 or early Q2. Will continue to sync with mobility data. Year-end or early 2025 to measure impacts of RHG and Haymeadow. Track changes to commuting patterns; identify industry gaps.
- 5-10-year outlook; refining 2024 work plan and will go back before Council.

Business Items Continued

- Board motioned and approved for staff to pursue REDI Grant, leveraging \$10,000 from TIF.
Motion: Jake / Second: Lachie. Motion approved 5-0.
- Board motioned and approved to submit the DDA's letter of support, as written for the Town's RAISE Grant application package.
Motion: Bryan / Second: Jake. Motion approved 5-0.
- Challenge Program update – Scott Schlosser will attend as the DDA representative.
- Communications & Marketing Contractor position – tabled to the March agenda.
- Update on Eagle County EV Charging Cohort – see email with WMSC

- Town of Eagle Department Updates
 - P&Z Vacancy, staff are accepting applications.

Future Agenda Items

- Emphasized that expanding the DDA boundaries / annexation should be recurring agenda item moving forward.

Adjourn 3:27pm

Motion: Bryan / Second: Jake. Motion approved 5-0

Re: EDCC Legislative Bill Report: Shaping Business-friendly Policy for Colorado

Nikki Davis <nikki.davis@townofeagle.org>

Fri 3/15/2024 1:31 PM

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

----- Forwarded message -----

From: **Kim Woodworth** <kim.woodworth@edcconline.org>

Date: Tue, Mar 5, 2024 at 7:00 AM

Subject: EDCC Legislative Bill Report: Shaping Business-friendly Policy for Colorado

To: <director@downtowncoloradoinc.org>

[View in browser](#)



UPDATE: HB24-1160

Economic Development Organization Action Grant Program

Hi Kat,

Exciting news! Our recent bill, [HB24-1160](#), the Economic Development Organization Action Grant Program, successfully passed through the House Business Labor and Affairs Committee with unanimous support. Now, it has moved forward to the Committee on Appropriations, bringing us one step closer to enacting this groundbreaking legislation that will enhance our Economic Development ecosystem and drive economic growth throughout Colorado.

We want to share our gratitude to the following #EconDev champions for testifying on behalf of this landmark legislation:

- Laura Lewis Marchino, Executive Director, Region 9 Economic Development District of Southwest Colorado.
- Jake Rishavy, Executive Director, Chaffee County EDC.
- Candace Carnahan, President & CEO, Grand Junction Economic Partnership.

- Dave Dazlich, Vice President, Government Affairs, Colorado Springs Chamber & EDC.
- Rachel Lyons, Business Development - Program Administrator, Denver Office of Economic Development & Opportunity.
- Angeles Ortega, Chief Executive Officer, Mi Casa Resource Center.
- And finally, our steadfast and devoted Public Policy Chair, Rich Werner, President & CEO, Upstate Colorado Economic Development.

We are deeply appreciative of our dedicated primary bill sponsors who recognize the urgent requirement to establish a strong network of economic development organizations. This will enable us to effectively implement the positive initiatives of state-level programs and resources, thereby enhancing the infusion of funding at the local level.

- Representative Barbara McLachlan.
- Representative Shannon Bird.
- Senator Rachel Zenzinger.
- Senator Barbara Kirkmeyer.

While we eagerly await the introduction of the long bill, we will circle back by April to engage everyone to help advocate for the necessary support to codify this program into State Statute.

See current [list of supporters](#).

With gratitude,

Rich, Jenn, John, Kim, the Board of Directors, Public Policy Committee, & Staff

BILLS WE ARE TRACKING

Actively shaping business-friendly policy in support of economic vitality for Colorado

SUPPORT

HB 24-1295 Creative Industry Community Revitalization Incentives

Reps. Titone and Herod, Sen. Fenberg

- **Summary:** This bill modifies the community revitalization grant program and creates a new community revitalization income tax credit.
- **Background:** This bill aims to support and establish creative districts in smaller communities that are in need of additional funding.

MONITOR

HB 24-1313 Housing in Transit Oriented Communities

Reps. Woodrow and Jodeh, Sens. Hansen and Winter

- **Summary:** This bill will establish transit-oriented communities with the goal of building up density around transit areas. The bill will require these communities to meet a housing opportunity goal.
- **Background:** This bill will impact economic development in many communities.

OPPOSE

HB 24-1330 Air Quality Permitting

Reps. Bacon and Willford, Sen. Cutter

- **Summary:** This bill requires the Department of Public Health and Environment to only grant construction or emission permits if it is determined that the proposed application will not contribute to an exceedance of air quality standards.
- **Background:** This bill will place additional burdens on the oil and gas industry.

OPPOSE

SB 24-165 Air Quality Improvements

Sens. Priola and Cutter, Reps. Rutinel and Garcia

- **Summary:** This bill will require the air quality control commission to adopt certain emission standards and requirements for several different facilities, operations, etc. that emit air pollutants, such as oil and gas companies.
- **Background:** This bill halts the production of oil and gas for 6 months out of the year, negatively impacting those local communities that depend on property tax from oil and gas production.

OPPOSE

SB 24-166 Air Quality Enforcement

Sen. Winter, Reps. Froelich and Velasco

- **Summary:** This bill defines “repeat violators” as a person in the industrial/manufacturing sector that has committed 5 or more violations of certain air quality laws, and “high priority repeat violator” as a repeat violator that has committed 5 or more emission exceedances of the allowable

emissions of an air pollutant in a permit. The bill will require an order of compliance for the violation instead of simply issuing a warning letter. The order will assess civil penalties.

- **Background:** This bill limits the flexibility in the industrial/manufacturing sector, which will adversely affect the oil and gas industry.

BILL TRACKER

For more information, contact Jennifer Cassell:
jennifer.cassell@bcpublicaffairs.com | (785) 393-0472

DID YOU KNOW?

An important part of EDCC's mission is to keep Colorado as business-friendly as possible. The Board of Directors and the Public Policy Committee, representing membership of the EDCC, proactively engages in the Legislative Session each year.

The Public Policy Committee works closely with elected officials, legislative bodies, and its lobbying firm (Bowditch & Cassell), to give educated and sound recommendations to the Board of Directors on policy positions. Through this collective effort, the committee is actively shaping business-friendly policy to support of economic vitality for Colorado.

Access a variety of resources and tools by visiting:
edconline.org/public-policy

- Follow EDCC's Bill Positions
- Stay up-to-date on Session Updates
- Learn how Elected Officials can champion Economic Development

Want to know more about [EDCC's Legislative Priorities](#)?

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



To: Mayor and Town Council
From: Larry Pardee, Town Manager
Date: March 12, 2024
Re: Town Manager Report

Administration and organization update:

On February 29, Leap Day, Kira Koppel hosted the Lunch and Learn – NetZero Goals meeting. We had 40 team members join us in person in the Council Chambers and another four on TEAMS. Kira did an excellent job communicating and educating our organizational team members on achieving NetZero for the Town Government operations by 2028 and briefly discussed the Community by 2030. I attached a copy of the email I sent out to all of our Team members ([LINK](#)).

We are thrilled to share our newly crafted Culture Statement, a collaborative effort shaped by the valuable input of each member of our organization. We extend our heartfelt gratitude to everyone who contributed to refining this statement- your feedback has been instrumental.

After careful consideration and thoughtful discussions within the drafting group, we are excited to present our guiding principle:

Culture Statement: *"Fostering teamwork through inclusivity, empowerment, and understanding."*

This statement reflects our commitment to cultivating a work environment that thrives on collaboration, respect, and shared understanding. It emphasizes the importance of inclusivity, empowerment, and understanding as pillars supporting our collective success.

For a deeper dive into the guiding principles behind this statement, insights on how it manifests into action, and our next steps, please ([LINK](#))

In 2024, our commencement was marked by nineteen vacant positions, of which we have proficiently occupied seven. The focus now pivots towards fulfilling the remaining twelve positions, encompassing seven full-time roles and five seasonal opportunities. Demonstrating a proactive approach, the Town has implemented strategic measures to discern and engage exceptionally qualified candidates for these roles, acknowledging their pivotal impact on augmenting our Community's overall quality of life. Our unwavering commitment to securing the most fitting candidates is emblematic of our enduring dedication to fostering a thriving environment. This dedication emanates from our steadfast objective of ensuring perpetual progress and well-being for our valued residents.

Economic Development:

We convened our first project kick-off meeting on Wednesday, February 28, welcoming participants Sarah Dunmire and Andrew Knudtsen from EPS to delve into the intricacies of East Eagle Financing and Revenue Strategies. This initiative focuses on unlocking the development and growth potential of the expansive 160-acre East Eagle subarea, aligning seamlessly with the 2021 East Eagle Sub Area Plan. As a pivotal extension of our commitment to economic development, we are currently investigating the integration of a Commercial Linkage

Fee specifically tailored for affordable housing within the Town of Eagle. This forward-thinking study surpasses the boundaries set by the existing Local Employee Residency Program (LERP) for residential housing by establishing a symbiotic relationship between commercial development and affordable housing initiatives. The proposed fee structure will be calibrated considering prevailing market conditions and land-use employee generation rates. This strategic approach perfectly aligns with the Town's dedication to proactively addressing housing needs stemming from commercial development growth in the area.

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 Friday, February 23, the Town of Eagle hosted a discussion in the council chambers, drawing active participation from the engaged members of the Eagle Valley community. The focal point of the dialogue revolved around the prospect of introducing a second ice sheet within our Eagle Valley. The potential locations under consideration were explored in depth, encompassing:

- The East Eagle property is situated just east of the cul-de-sac at the terminus of Chambers,
- The Fair/Rodeo Grounds site,
- The existing Eagle Pool and Ice Rink site, and
- An area within the Eagle-Vail subdivision.

Guiding the discussions was Russ Forest, the Town Manager of Vail. The Town's strategic redevelopment plan for the Dobson Ice Rink facility was integral to the discourse. Russ Forest conveyed that Vail envisions commencing construction in the spring of 2025 and is actively seeking a temporary or permanent location to house an additional ice sheet. Also, Vail has committed to an investment of \$1 million to contribute funding for the proposed second ice sheet. This collaborative effort underscores the commitment to enhancing winter recreational facilities within the Eagle Valley.

On Friday, February 23, in collaboration with Nicholas Richards, Community Manager, and Shelley Bellm, Assistant Community Manager at Eagle Ranch Association, a meeting was sought with the Town. The purpose of this meeting was to establish a platform for enhanced and transparent communication between the Eagle Ranch staff and our Town team.

The proposed agenda for our discussion encompasses areas of importance, including:

- Dog Park Improvements – A preliminary conceptual plan layout was presented for potential enhancements to the dog park.
- Snow Removal – Deliberations on the plowing process, particularly addressing issues such as plowing onto sidewalks and clarifying the schedule/priority for plowing. Recognizing the possibility of not being a top priority for snow removal, the Eagle Ranch team seeks a deeper understanding of the snowplowing approach to facilitate more precise communication with Eagle Ranch homeowners.
- Capitol Street Lighting – They propose updating the streetlights to a different style. I recommended that the Eagle Ranch team initiate discussions with the Planning team to ensure alignment with the downtown Eagle Ranch business district's lighting standards.
- Irrigation System and Billing – Challenges have been identified concerning billing for segments of their irrigation systems that are no longer in use.

These discussions aim to foster a collaborative dialogue that will contribute to the continued development and enhancement of the Eagle Ranch community.

I emailed Tanya Allen and Scott Robinson with EVTA on Wednesday, March 6, to invite them to a Town of Eagle Work Session discussion with the Town Council and Staff. I am providing a [\(LINK\)](#) to the email sent.

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	Eagle Quality of Life Initiatives
April 2, Work Session	EVTA tentative
May 7, Work Session	EVTA tentative
Request for Additional Work Sessions	Topic



To: Mayor and Town Council
From: Larry Pardee, Town Manager, and Department Leads
Date: March 12, 2024
Re: Department Updates for February 2024

February 2024

ECONOMIC DEVELOPMENT

- Staff and EPS hosted a kick-off meeting to initiate both the Financing Strategy and Commercial Linkage Study. We are in the data-gathering phase and finalizing the timeline for each project.
- Ongoing co-lead engagement with Kim Fritzler in DCI's Challenge Accelerator Program. Staff and Kim hosted the first stakeholder engagement meeting on February 13 to complete an Eagle Stakeholder Report ([link](#)). A community feasibility tetrad, project pitch sheet, and brownfield site assessment are also underway. These sub-projects will be deployed in Challenge Community workshops at the *In The Game* conference in April.
- Staff participated in the first Eagle Chamber Advocacy Committee meeting. The Advocacy Committee aims to enhance the ecosystem for both established businesses and emerging ventures by fostering their growth and expansion. The target areas of focus include business tools, resources, and education.
- Staff and the Economic Vitality Committee (EVC) conducted a work session with Town Council to present 2024 priorities from the Economic Development Plan. Staff and EVC have further refined the matrix of this year's actions and goals.
- Staff and members of the Downtown Development Authority (DDA) are collaborating on a grant application for the Rural Economic Development Initiative (REDI) Program. If awarded, the grant would leverage the DDA's tax increment funds to jump start the Downtown Project Investment Program ([link](#)) aimed at funding items such as public and private property improvements, public amenities, and facade enhancements.

HOUSING

- Staff held a virtual introductory meeting with Margie Joy, Western Slope Relationship Manager from Colorado Housing and Finance Authority (CHFA). The collaborative discussion explored the Town's broader housing initiatives, projects, and needs.
- Town of Eagle has received an official notice and award to participate in the upcoming round of Division of Housing's (DOH) Affordable Housing Toolkit for Local Officials. The technical assistance goals are two-fold: 1) develop a strategy for attracting affordable housing developers, and 2) develop a strategy for the Town's affordable housing program including a program structure document and a housing fee in-lieu policy. Currently, the anticipated timeline for engagement is March-July.
- Ongoing coordination with the Regional Housing Action Plan Partners. RRC Associates and EPS are leading the Partners through the formation and imminent launch of the 1) household and 2) employer housing-needs surveys. Both surveys will be dispersed throughout Eagle County and open for participation through early April.

- Conducted exploratory calls with Colorado Department of Local Affairs (DOLA) and Division of Housing (DOH) to discuss grant opportunities under the Energy/Mineral Impact Assistance Fund (EIAF) Program and Main Street LIVE that could support Old Town Hall redevelopment. Staff will go before the Council on March 12 to present the project and potential funding opportunities in greater detail.
- The Town has been awarded a Local Planning Capacity grant of \$54,400 from DOLA to support the Town of Eagle's Affordable Housing Accelerator Project. This project will help the Town establish the 90-day fast track process for affordable housing projects per the Prop. 123 commitments, conduct a land inventory for affordable housing potential on public property, and develop a Prop. 123 funding strategy to support a sustainable affordable housing program.

SUSTAINABILITY

- Engaged with our ICLEI (Local Governments for Sustainability) Advisor to leverage our membership and outline our support for the year. This will include technical support to complete our government operation's greenhouse gas emissions inventory, joining the Sustainability Planning & Implementation Cohort, and the Sustainability Communications cohort.
- Sustainability staff performed research on various energy management systems, including outreach to nearby local government staff for lessons learned and best practices when procuring such a system. Staff ultimately determined that the town will issue an RFP for an energy management system and continues to craft that document.
- Sustainability staff and TOE Public Works Director attended the February Holy Cross Energy Board meeting to provide insight on the rate exception request signed by the town council during the January 23rd town council meeting. Holy Cross Energy continues to deliberate this request.
- Supported events staff with the upcoming Hard2Recycle Event & Town Cleanup event planning.
- Developed a preliminary sustainability communications plan for now through mid-summer 2024.
- Sustainability staff organized an all-staff Net Zero Lunch & Learn on Feb. 29th with support from the Assistant Town Manager. This is the first of many events to educate our employees on our net zero goals and to empower them to participate in achieving those goals.
- Attended the Climate Action Collaborative board meeting as board chair in Councilman Grimmer's absence.
- Sustainability community funding was approved for the Adam Palmer Sustainability Fund (APSF) Brush Creek Elementary School Greenhouse Project during the Feb. 27th council meeting. Staff continues to finalize the funding agreements with both the Beyond Lawn Program and APSF.

SPECIAL PROJECTS

Pool Replacement Project

- **Community Meeting - Thursday, March 28 from 4:30 p.m. – 7 p.m. at the Eagle Pool and Ice Rink.** We'll be reviewing the final design of the pool with the community.
- The final approval for the Great Outdoors Colorado Grant is scheduled for March 15th at the GOCO Board meeting. The award will fund an additional \$500,000 for pool amenities like splash features and water slides, \$100,000 for shade, landscaping and a water station at the new bike park, \$100,000 for shade structures and amenities at the BMX track, and \$30,000 for design and planning of the future skate park.
- Staff and the contractors have submitted the minor development application to the Community Development Department and are reviewing the referral response questions and comments. The project slated for presentation to Planning and Zoning Commission on April 16th.

Culture Journey - Culture Statement Update

- Staff have been working on establishing a culture statement to serve as our guiding principle for what it means and looks like to work at the Town of Eagle. This is a critical first step as we embark on our culture shift journey to strengthen staff's connection to the organization's mission, vision and values, increase collaboration and foster more cohesion across all departments.
- The initial statement has been finalized: *Fostering teamwork through inclusivity, empowerment and understanding*. The next steps include gathering additional staff input to define these terms and what they mean in action.
- Staff are planning to attend the March 26th Town Council meeting to present more details on the statement as well as the plan for additional employee engagement and training in 2024 and beyond.

COMMUNITY DEVELOPMENT

February 2024

LONG RANGE PLANNING

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

- Staff is preparing application forms and checklists 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](#)
- Staff is cataloging questions from the Public, tracking items for technical changes and researching Code Sections to determine where amendments may be necessary.
- In the next couple of months, staff will bring forward corrections and adjustments to the Land Use and Development Code. The tentative schedule for this initial Code clean-up effort is as follows:
 - 3/19 - bring amendments to Planning Commission in a work session
 - 4/16 - bring amendments to Planning Commission at a public hearing
 - 5/14 - bring amendments to Town Council at a public hearing

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, and subdivision. Proposed lot area/dwelling unit is 3,278 SF, which is ~13.3 units/acre
 - 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.
 - PUD Amendment application is paused until such time as the ADA Amendments are completed.
 - No public hearings scheduled
- **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.
 - Negotiations between the Town and the applicant are ongoing
- **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
- **PUDA24-01 Reserve at Hockett Gulch**
 - This project is a Minor PUD Amendment to review the minimum width standard from the drive aisle from Section 8 of the PUD Guide.
 - Minor PUD Amendment are reviewed administratively.

ADDITIONAL UPDATES:

- Staff have been fielding significant numbers of calls, emails and meeting requests about uses permitted under the new Code, as well as reviewing timelines, process and procedures.

MAJOR CONSTRUCTION PROJECTS

Business Name	Location	Status
Second Street Tavern	127 W Second St.	Staff is currently waiting on a certificate of insurance which is required before an encroachment permit can be issued. Their previous insurance certificate expired in March 2023. Also, the applicant requested revisions to the encroachment permit, including undisclosed improvements for additions to the 2nd street ROW. CO can be issued after the encroachment permit is final.
Foodsmith	318 Broadway	Working toward building final *Noteworthy: Retail food sales & cooking class.
Eby Creek Apts.	435 Eby Creek	Complete w/Permanent CO
Hockett Gulch Apts.	16186 Hwy 6	TCO pending for Clubhouse and Building #2 (102 Mount Eve). 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 occupancy of dwelling units.
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 for last building just completed. Most of the dwelling units have been set on foundations and construction of garages 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	397
Permits Processed	411	70

P&Z and Council Meeting Schedule

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) - Cancelled
March 12 th (Town Council)
March 19 th (Planning Commission) ReCode work Session
March 26 th (Town Council) P&Z Appointments
April 2024
April 2 nd (Planning Commission)
April 9 th (Town Council)
April 16 th (Planning Commission) DR24-02 Eagle Pool Project ReCode Amendment
April 23 rd (Town Council)

ENGINEERING

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

February 2024

General Updates (RJ):

- The Public Works Inspector position has been adjusted and is currently posted on the Town of Eagle job board.
- 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 from Nov. 15 to April 15)

Resurfacing and Pavement Management Program Summary

- Pavement Management Study – Staff working with IMS (Infrastructure Management Services) on 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

- Howard & 4th Street – Staff has completed 90% design and the review meeting is scheduled for March 7th and Open House for March 14th. 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 – One-on-one property owner access meetings were conducted on February 13th and 14th. Staff are working with roundabout experts to balance safe roadway design standards, access points, railroad encroachment, and other constraints. 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.
 - Executive Agreement with FHWA is completed.
 - 7 proposals were received for the RFP on 3/6/2024 the selection committee will begin review and selection recommendations.
- RAISE Grant – Staff assisted the grant writing consultant KLJ with the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant for the Grand Avenue corridor project which was submitted on Feb. 28th. KLJ completed the application preparation and Benefit Cost Analysis (BCA). Staff provided the technical information to KLJ and support letters from state and local agencies such as Senators Bennett and Hickenlooper, Representative Neguse, Eagle County, EVTA, DDA, EVC, etc.