



Town Board of Trustees
Tuesday, February 11, 2020
Public Meeting Room / Eagle Town Hall
200 Broadway Eagle, CO

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

CALL TO ORDER - 6:00 PM

ROLL CALL - 6:05 PM

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

PUBLIC COMMENT *Citizens are invited to comment on any item not on the Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person per topic unless arrangements have been made for a presentation with the Town Clerk. Those who are speaking are requested to sign in.*

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

1. Greater Eagle Fire Department, Prescribed Burns Update and Proposal 2020, Hugh Fairfield-Smith Wildland Coordinator
2. Proclamation in Honor of Jon Jon Asper

CONSENT AGENDA - 6:30 PM *Consent agenda items are routine Town business, items which have received clear direction previously from the board, final land use file documents after the public hearing has been closed, or which do not require board deliberation. (5 Minutes)*

1. Minutes - January 28, 2020
2. Bill Pay - January 2020

STAFF REPORTS - 6:35 PM *The Town Manager and Department Staff prepare and provide internal updates to the Board.*

1. Town Manager Update
2. Department Update
 - a. 2019 Sales Tax
3. Lower Basin Water Treatment Plant Project Report

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

1. Public Investment Fee (PIF) Waiver Request
2. Town of Eagle Sustainability Initiatives

BOARD DISCUSSION AND FUTURE AGENDA ITEMS - 7:15 PM

ADJOURN - 7:30 PM

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



Jenny Rakow, CMC
Town Clerk

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Ready, Set, Go! Member Spotlight: Greater Eagle Fire Protection District

September 18, 2019 | [Jennifer Dietz](#)





Starting in early 2019 Greater Eagle Fire Protection District (GEFPD) implemented extensive wildland fire mitigation as part of its Fire Adapted Eagle initiative. Thus far in 2019, GEFPD has treated 112 acres and 811 structures, utilizing a combination of treatment methods including mastication, prescribed fire, and thinning. This was the first year that GEFPD implemented its own prescribed burning in the town of Eagle, but to reach this point the District had to invest in training and gaining community buy-in significantly.



It was a two-year process for GEFPD to get prescribed fire on the ground in the district, with the district utilizing a variety of training approaches and collaborating with partners. By 2018 National Wildfire Coordination Group (NWCG) training courses were fully implemented, which was a joint training operation with departments in the county. Then GEFPD got hands-on experience with prescribed fire by participating in prescribed burns with the US Forest Service as well as US Fish & Wildlife Service. Participating in these burns gave not only GEFPD experience but also showed their active role in cross-boundary mitigation efforts.

Another critical element for introducing intentional fire in the town of Eagle was gaining acceptance with the community. In 2017 GEFPD introduced the RSG! Program during open community meetings promoting the importance of defensible space and home hardening, laying the groundwork for the community outreach efforts to educate residents on the value of mitigation. During the Spring of 2018 when there was high fire potential, and the community was on heightened alert to the wildland fire threat, GEFPD once again held community meetings emphasizing the valuable role prescribed fire and mitigation play in increasing the community's resiliency.

Other valuable tools like the use of a simtable during meetings with HOAs helped

create visuals to provide perspective to reach resistant community members. Home assessments were conducted for areas at risk, and the RSG National Action Guide was used to provide homeowners with a visual aid to reinforce the points being addressed during the assessment.

As it came time to implement fuels reduction projects, GEFPD made the strategic decision to target open space areas in the community. After getting approval from the Town Council, GEFPD contacted the landowners that were in close proximity to project sites and presented this effort as 'free mitigation' near their property. GEFPD also used its social media resources on Facebook and Twitter to announce the prescribed burn dates and locations and held a community meeting to provide transparency about the projects.



News coverage of the prescribed burns provided context for the purpose of the projects and directed readers to the importance of defensible space and mitigation. GEFPD's Wildland Coordinator Hugh Fairfield-Smith provided community members with his contact information to answer any questions and address any concerns about prescribed fire. All these efforts helped ease any resistance from community members.

In terms of funding, GEFPD applied for a variety of grants and also allocated some of their own funds towards the mitigation for Fire Adapted Eagle. Grants from Fire Adapted Colorado, as well as a smaller award from the RSG! Program's Community Fuels Reduction Grants Program helped implement the Spring of 2019 mitigation projects. Additionally, GEFPD had its own matching funds dedicated to mitigation projects. The maintenance and ongoing needs for fuels reduction mean that GEFPD will need to continue exploring available funding opportunities and look for innovative solutions for sustaining its mitigation efforts.

Smart Practices Implemented by GEFPD to Gain Community Buy-in for Prescribed Fire.

- Holding community meetings during high fire potential times to engage community members when there was more attention and interest from residents.
- Wildland Coordinator Hugh Fairfield-Smith provided contact information during community outreach, offering to answer any questions community members might have about proposed projects. Taking the time to answer individuals' questions helped generate more understanding and acceptance for prescribed fire projects in the community.
- Partnerships with local fire districts and federal partners with regards to training and fuels reduction projects to enhance cross-boundary collaboration and increase the reach of wildland fire risk reduction.
- Targeting open spaces for prescribed fire projects, focusing district time and funds on common areas in the town.

While it was a multi-year effort to bring prescribed fire into the Town of Eagle, the investment of GEFPD and the acceptance they gained from their community has yielded a significant accomplishment for its wildland fire mitigation. Through extensive training and cultivating partnerships, the district developed the capacity to implement the valuable work.

The multi-faceted community engagement and use of the RSG! Program platform enabled GEFPD to get the community's buy-in for introducing intentional fire as part of Fire Adapted Eagle.

Jennifer Dietz is a program manager for the Ready, Set, Go! Program at the IAFC.

GEFPD is a combination department in Eagle, Colorado serving a residential population of over 8,000 citizens.

Topics: [Wildland](#) | [Fire Prevention](#)



Related News

Wildfire Mitigation Awards Open

September 20, 2019

If you know of someone deserving of recognition for their wildfire mitigation work, please review the Wildfire Mitigation Award criteria and submit a nomination!

[read more»](#)

FRI 2019 Highlights: Chief Chat with Chief David Hawks

September 4, 2019

2019 Ben Franklin Award for Valor describes the day that earned him the award.

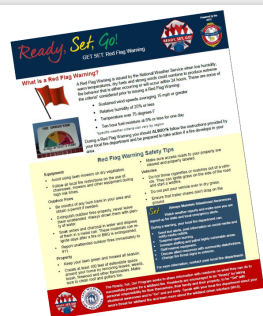
[read more»](#)

The IAFC Launches a New Online Training: Fire Adapted Communities for the Fire Service

August 5, 2019

New online class helps first responders adapt to wildland fire threats. [read more»](#)

Related



Red Flag Warning One Pager

This resource provides an overview of a red flag warning, safety tips and actions residents should take during a warning.



Protecting Life & Property & Reducing Injuries from Fires

Originating on Home Ranges

Most residential structure fires and associated injuries in the United States and Canada begin with cooking appliances. Of these, the leading cause by far is electric ranges. This report by the IAFC's Fire and Life Safety Section: Summarizes the characteristics of ...



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International Association of Fire Chiefs



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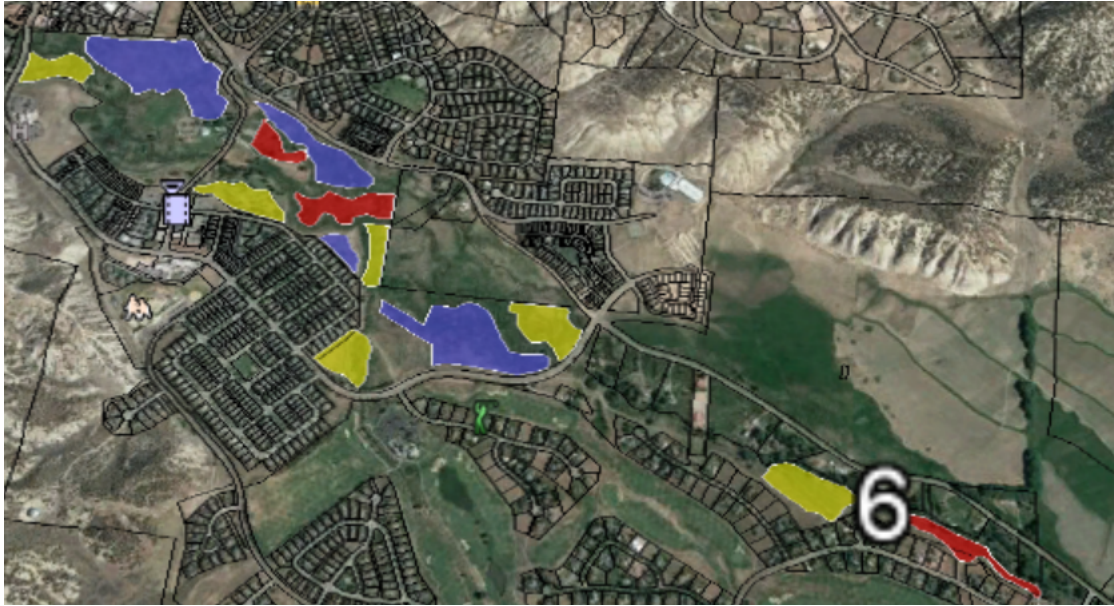
4795 Meadow Wood Lane, Suite 100, Chantilly, VA 20151 | Tel: 703-273-0911 | Fax: 703-273-9363

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**In Memoriam
Jon Ross (“Jon Jon”) Asper**

Whereas, the Town of Eagle is provided with fire protection services by the Greater Eagle Fire Protection District, and

Whereas, Jon Jon Asper served in the GEFPD for more than 30 years, from 1984 until his retirement in 2012, and

Whereas, Jon Jon Asper retired as Chief of the GEFPD, serving in that role from 1995 until his retirement, and

Whereas, Jon Jon Asper’s service to the community, our region, and our country, extended far beyond his service as a firefighter,

Now, Therefore, the Board of Trustees of the Town of Eagle, expresses our sorrow at our community’s loss with the passing of Jon Jon Asper, recognizes we have lost a selfless and giving person who went above and beyond in all of which he was a part, and asks our community to turn out for the procession in his honor at noon on Saturday, February 15, 2020, followed by a celebration of life at the Eagle River Center.

With condolences to all who were touched by Jon Jon, and with great respect for his service, proclaimed this day, February 11, 2020, by the Board of Trustees of the Town of Eagle.

TOWN OF EAGLE, TOWN BOARD OF TRUSTEES

Anne McKibbin, Mayor

Kevin Brubeck, Mayor Pro Tem

Paul Witt, Trustee

Scott Turnipseed, Trustee

Mikel “Pappy” Kerst, Trustee

Matt Solomon, Trustee

Andy Jessen, Trustee



**Town Board of Trustees
MEETING MINUTES
Tuesday, January 28, 2020
Public Meeting Room / Eagle Town Hall
200 Broadway Eagle, CO**

*This agenda and the meetings can be viewed at www.Townofeagle.org.
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CALL TO ORDER - 6:00 PM

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

ROLL CALL - 6:05 PM

TRUSTEES PRESENT

Anne McKibbin, Kevin Brubeck, Matt Solomon, Andy
Jessen, Mikel, Kerst, Scott Turnipseed

TRUSTEES ABSENT

Paul Witt

STAFF

Brandy Reitter, Town Manager
Matt Mire, Town Attorney
Bill Shrum, Assistant to the Town Manager
Jenny Rakow, Town Clerk
April Kroner, Town Planner/Comm Dev Director
Jill Kane, Finance Director/Treasurer
Deron Dirksen, Utilities Manager
Joey Stauffer, Police Chief

ADOPTION OF AGENDA

There were no changes to the agenda.

PUBLIC COMMENT

Mayor opened public comment.

Gary Scanlon - provided comments regarding the home rule charter commission. Expressed concern regarding provision to change the number of signatures required on a petition for referendum and felt that could kill home rule. Stated that people feel the petitions on the last referendum were mistreated by town staff. Did not feel this was in the best interest of the Town and voters and many people are opposed to this because it does not give residents the power to vote.

Mayor McKibbin provided a clarification that the board did not craft the charter and it was prepared entirely charter commission. Mr. Scanlon indicated that it looked like a hand-picked group. Trustee Solomon provided that charter added time to get signatures.

Kyle Hoiland - 135 Tanager Circle stated that he was on that commission and that he was not handpicked. He went through the process to be selected. Kyle stated he was objective and apprehensive. Kyle stated he felt the process was pure and honest and wanted the board to have faith in this process and how it was drafted. Further, the charter does not stray too far from statutory requirements and felt approval will be a good thing to the town.

PRESENTATIONS

1. Proclamation, Rosie Shearwood Day

Mayor McKibbin read the Proclamation for Rosie Shearwood into the record. Scott Shearwood was present and provided his support for the board's proclamation and thanked everyone. A spring celebration of life will be announced.

2. One Book One Valley Proclamation 2020

Mayor McKibbin read the Proclamation for One Book One Valley into the record. Laurie Barnes Director of Vail Library Services was present and thanked the board for their support.

3. CenturyLink Update, Tim Kunkleman

Tim Kunkleman was present for this item. Tim stated he was here to update the board on changes to services. CenturyLink will be exiting the video market. The Prism product will be impacted, and CenturyLink will begin notifying communicates next month on the phase-out of this service beginning in June. There will be further discussion on the franchise agreement with the town and how this decision will impact those provisions. The intent is to strengthen our broadband services and work on diversity and redundancy. The plan is to also upgrade service speeds to 100 MB. CenturyLink will share the letters it sends to customers with the town.

CONSENT AGENDA

1. Minutes - January 14, 2020

MOTION: Trustee Kevin Brubeck motioned to Approve the Consent Agenda. The motion was seconded and passed with a vote of 6 in favor and 0 opposed.

EXECUTIVE SESSION

Executive Session to hold a conference with the Town's attorney to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b) and to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e) as it relates to settlement agreement offer from Abrika Properties in their water court Case No. 18CW3192.

1.

MOTION: Trustee Anne McKibbin motioned to Adjourn the regular meeting and enter into Executive Session to hold a conference with the Town's attorney to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b) and to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e) as it relates to settlement agreement offer from Abrika Properties in their water court Case No. 18CW3192. The motion was seconded and passed with a vote of 6 in favor and 0 opposed.

MOTION: Trustee Anne McKibbin motioned to Adjourn the Executive Session and resume the regular meeting. The motion was seconded and passed with a vote of 6 in favor and 0 opposed. (7:09 p.m.)

STAFF REPORTS

1. Town Manager Update

Brandy Reitter provided an overview of her staff report.

Board Comments: inquiry on who is attending the Glenwood Springs Board meeting on February 6th. Brandy indicated staff will be, Mayor McKibbin offered to attend on behalf of the Town Board. There is interest by the board to attend a joint groundbreaking ceremony with Gypsum and Comcast.

BUSINESS ITEMS

1. Mountain Recreation Tap Fee Waiver Request, Janet Bartnik

Janet Bartnik was present for this item. The intent is for Mountain Recreation to improve the Eagle Sports Complex at the Fairgrounds property. We want to renovate the restrooms and concessions facility. The request is to waive the tap fees and water increase, which totals approximately \$25K.

Board Comments: inquiry on the overall plan for the field area with Eagle County. Janet provided that Eagle County is aware of its plans and did not discourage investment in this property. Currently, there is no food permits available without hot water. Additional Concern was raised regarding tap fees and if they are intended to cover our costs with taps. Staff provided that the tap fees are intended to cover the cost of service. Concern that we are double taxing citizens of Eagle. Janet stated that if the town waives the tap fees it would allow them to add alternate items on the bid for this project benefitting users of this facility.

MOTION: Trustee Kevin Brubeck motioned to Approve Mountain Recreation Tap Fee Waiver Request. The motion was seconded and passed with a vote of 5 (Jessen, Brubeck, Kerst, McKibbin, and Turnipseed) in favor and 1 (Solomon) opposed.

2. Lower Basin Water Treatment Plant - Change Order No. 10 (*Roll Call Vote*)

Deron Dirksen presented this item and indicated the Change Order formalizes the discussion from the last meeting with MWH and SGM.

MOTION: Trustee Scott Turnipseed motioned to Approve . The motion was seconded and passed with a vote of 6 in favor (Solomon, Jessen, Brubeck, Kerst, McKibbin, and Turnipseed) and 0 opposed.

3. Resolution 02, Series 2020, A Resolution of the Board of Trustees of the Town of Eagle, Colorado Supporting the DCI Community Assessment for the Town of Eagle

Brandy Reitter presented this item. The intent is to strengthen the endorsement from the town for visioning for our downtowns in both Eagle Ranch and Broadway.

Board Comments: felt that the process and participation with this program was positive. Concern was raised with the action matrix and how the town would get all of it done. Staff provided that this is a guiding document to reference moving forward. Brandy stated it could take years and annual appropriations will be made a priority for the budget. Some are multiyear ideas. A request was made to change the wording and use it as a reference. The updated language was supplied to the Town Clerk for inclusion in the Resolution. Staff agreed to update, and Mayor will sign.

MOTION: Trustee Matt Solomon motioned to Approve Resolution 02, Series 2020, A Resolution of the Board of Trustees of the Town of Eagle, Colorado Supporting the DCI Community Assessment for the Town of Eagle with amendments made to Section 1 regarding using the Community Assessment. The motion was seconded and passed with a vote of 6 in favor and 0 opposed.

4. Resolution 04, Series 2020, A Resolution of the Town Board of Trustees of the Town of Eagle, Colorado

Submitting the Proposed Home Rule Charter to the Registered Electors of the Town at the Regular Municipal Election to Be Held On April 7, 2020 and Setting the Ballot Title

Mayor McKibbin opened this item and asked for charter commission members present for any comment.

Charlie Wick provided that the key points of the charter were structural and foundational. Highlights were changing elections to November, a provision that refusal to vote on issues is in fact a yes vote, not an abstention, naming the Town Manager the Chief Executive Officer to name a few. Charlie thanked the staff for the support services throughout the process.

Scott Schlosser stated he attended the charter commission meetings and was impressed with the collaborative effort at every meeting. Wanted to assure the public they did a great job. Felt that everyone read everything.

MOTION: Trustee Scott Turnipseed motioned to Approve Resolution 04, Series 2020, A Resolution of the Town Board of Trustees of the Town of Eagle, Colorado Submitting the Proposed Home Rule Charter to the Registered Electors of the Town at the Regular Municipal Election to Be Held On April 7, 2020, and Setting the Ballot Title. The motion was seconded and passed with a vote of 6 in favor and 0 opposed.

5. Resolution 05, Series 2020 A Resolution of the Board of Trustees of the Town of Eagle, Colorado Submitting a Ballot Issue to the Registered Electors of the Town of Eagle at the April 7, 2020 Regular Election to Impose a Special Sales Tax on Cigarettes, Tobacco Products and Nicotine Products

Mayor McKibbin opened this item. Brandy Reitter provided a brief overview of the proposal and ballot question.

MOTION: Trustee Scott Turnipseed motioned to Approve Resolution 05, Series 2020 A Resolution of the Board of Trustees of the Town of Eagle, Colorado Submitting a Ballot Issue to the Registered Electors of the Town of Eagle at the April 7, 2020 Regular Election to Impose a Special Sales Tax on Cigarettes, Tobacco Products and Nicotine Products. The motion was seconded and passed with a vote of 6 in favor and 0 opposed.

6. Resolution 06, Series 2020 A Resolution of the Board of Trustees of the Town of Eagle, Colorado Approving an Intergovernmental Agreement with the Eagle County Housing and Development Authority for Affordable Housing Services

April Kroner presented this item. The one difference in this agreement with years previous is the annual not to exceed the limit of \$1000 to manage deed restriction documents when the Valley Home Store is not listing broker. Otherwise, it is the same. Valley Home Store representatives are here.

Board Comments: Concern that the \$250 transaction fee up to \$1000 is the same discussion point that was an issue previously. Tori Franks was present and provided the justification for the fees when they are not the listing broker. The \$1000 is a maximum amount. The Valley Home Store staff must still qualify the buyer and ensure the closing process meets the criteria for the deed restriction even if they are not the listing broker. In addition, staff must ensure the closing process has the correct language to keep the deed restriction in place for this program. This will be charged every time someone buys a unit, and this will protect the town's investment in affordable housing. The deed restriction has to be recorded every time. The current resale inventory is about 2-3 units per year and other units are growing.

MOTION: Trustee Scott Turnipseed motioned to Approve Resolution 06, Series 2020 A Resolution of the Board of Trustees of the Town of Eagle, Colorado Approving an Intergovernmental Agreement with the Eagle County

Housing and Development Authority for Affordable Housing Services. The motion was seconded and passed with a vote of 6 in favor and 0 opposed.

7. Resolution 07, Series 2020 A Resolution of the Board of Trustees of the Town of Eagle, Colorado Accepting the Improvements Installed at the Eagle Library and Reducing the Performance Guarantee
Deron Dirksen was present for this item.

MOTION: Trustee Matt Solomon motioned to Approve Resolution 07, Series 2020 A Resolution of the Board of Trustees of the Town of Eagle, Colorado Accepting the Improvements Installed at the Eagle Library and Reducing the Performance Guarantee. The motion was seconded and passed with a vote of 6 in favor and 0 opposed.

8. PUBLIC HEARING: 422 McIntire Eagle Auto Consignment Special Use Permit; Land Use File#SU19-05
April Kroner presented this item and reviewed her staff report and findings of the planning commission.

Mayor McKibbin opened the Public Hearing. There was no public comment.

Board Comments: request to change wording related to servicing of vehicles on the property to "mechanical" servicing. Inquiry on why conditions include dealer license when they cannot operate a business without one. Additionally, inquiry to remove building permit language as that is required if changes are made to the building and not a condition of the special use. Staff agreed these conditions could be removed as they are indicated to provide notice to the applicant of the requirements.

- a. Resolution 08, Series 2020, A Resolution of the Board of Trustees of the Town of Eagle, Colorado Approving a Special Use Permit for Eagle Auto Consignment

MOTION: Trustee Scott Turnipseed motioned to Approve Resolution 08, Series 2020, A Resolution of the Board of Trustees of the Town of Eagle, Colorado Approving a Special Use Permit for Eagle Auto Consignment with amendment to strike conditions 1 and 5 and adding the word "mechanical" in condition 3. The motion was seconded and passed with a vote of 6 in favor and 0 opposed.

9. PUBLIC HEARING: 770 Castle Drive Talley Subdivision; Land Use File#MS19-02
April Kroner presented her staff report and findings of the planning commission.

Mayor McKibbin opened the Public Hearing. There was no public comment.

Board Comments: Confirmation that other parcels have the 5-foot easement the Town is requiring from this parcel. Staff confirmed they do, and, in the future, we could ask for it again from parcels that come in for changes to made room for a sidewalk someday.

Applicant: Cindy Talley provided the board with the plan for the lots.

- a. Resolution 09, Series 2020, A Resolution of the Board of Trustees of the Town of Eagle, Colorado Approving a Final Plat for the Talley Subdivision A Re-subdivision of Lot 1 of the Callicrate Subdivision, Pursuant to Chapter 4.12.06 of the Eagle Municipal Code.

MOTION: Trustee Scott Turnipseed motioned to Approve Resolution 09, Series 2020, A Resolution of the Board of Trustees of the Town of Eagle, Colorado Approving a Final Plat for the Talley Subdivision A Re-subdivision of Lot 1 of the Callicrate Subdivision, Pursuant to Chapter 4.12.06 of the Eagle Municipal Code. The motion was

seconded and passed with a vote of 6 in favor and 0 opposed.

10. Revision of the Holy Cross Energy Franchise Agreement

Brandy Reitter stated her report details the broadband conversations had with the Board to address funding with an increase to the franchise fee to 4%. This will start the public hearing process. We have noticing requirements and must set a public hearing on the Ordinance.

Board Comments: Clarification on the fee and it will be based on gross revenue collected by passing the fee onto the customer.

MOTION: Trustee Scott Turnipseed motioned to direct staff to schedule a public hearing related to proposed Ordinance Amending Certain Provisions Of The Holy Cross Energy Franchise Agreement, Under The Terms And Conditions Contained In Ordinance No. 19, Series of 2010. The motion was seconded and passed with a vote of 6 in favor and 0 opposed.

11. Certify the 2020 Budget to send to the State by January 31, 2020

Board Comments: request to review the Board budget for 2020. Staff is working with their finance program to separate this out of the budget to report and track for the board.

MOTION: Trustee Kevin Brubeck motioned to Certify the 2020 Budget to send to the State by January 31, 2020. The motion was seconded and passed with a vote of 6 in favor and 0 opposed.

12. Personnel Request, Permit Technician

Brandy Reitter presented this item. Staff has had to rethink the division of work in the building department. With the current outcomes, our administrative tech position usually lasts 1-2 years and feedback and they are burnt out. There are 3-4 jobs in that position, and we have a lot of growth in development. It is hard to keep up with what we have. We want to build this department and have some succession planning by bringing someone on board.

Board Comments: Clarification that some of the admin tech job duties will be moved to the permit tech. this permit tech will also support the new code enforcement position starting the end of 2020. Staff reconfirmed they are asking the board for this position because it was not in the 2020 budget. Board consensus on funding the position with excess 2020 sales tax revenue.

MOTION: Trustee Scott Turnipseed motioned to direct staff to proceed with proposal for permit technician with funding option 2 using excess sales tax revenue. The motion was seconded and passed with a vote of 6 (Solomon, Jessen, Brubeck, Kerst, McKibbin and Turnipseed) in favor and 0 opposed.

13. Recreation Retail Marijuana Licensing Expansion Proposal

Brandy Reitter presented this item. Described current regulations in effect on marijuana stores. This was prepared per the discussion during the budget worksession to review how the town can raise revenue. Staff is seeking board input on this proposal.

Board Comments: clarification on boundaries were discussed. Board generally felt the buffers on Chambers were sufficient. Since marijuana has been approved, it seems that the fears surrounding the stores has subsided and these are legal business in Colorado. The initial approval seems to have artificially restricted the number and

location of stores. Concern that current owners have sacrificed to provide revenue to the town and increasing numbers could be detrimental to their success and survival. Thoughtful consideration should be done. Preferred that considering this proposal be in the context of the market driving this situation and not revenue related. Wish is to determine what is best for the community and business community. Desire to include current business owners in the discussion and this is a change for them. Staff will reach out to current licensees to get their input and consider options for a public hearing if necessary.

BOARD DISCUSSION AND FUTURE AGENDA ITEMS

Trustee Solomon would like to have the short-term rental discussion and attempt to move on from this subject with a decision. Brandy noted that she has this on her list of items to discuss with the board and is working with staff on this. Bill recently presented options to the planning commission for comment. We are also including this in our land use code rewrite discussion. Board Comments included notifying Airbnb to start collecting our lodging tax and they will to keep even playing field with our hotels and letting HOA' s deal with violations in their subdivision if it is not allowed per their declarations.

Trustee Solomon inquired about municipal court process and concern regarding defendants being told to speak to the town attorney and then the attorney presents the case to the municipal judge. Citizen was concerned that they cannot represent themselves to the judge.

Trustee Solomon requested staff look into sustainable solutions to invest in for the town and how much would it cost us, i.e. solar and pressure valves to get a return on investment

Trustee Brubeck would like to review tap fees with staff for a citizen that contacted him about fees in Eby Creek.

Trustee Jessen inquiry on how much it costs to do a minor subdivision. April estimated around \$2000. We should find a way to make those situations a use by right. April agreed and will be looking into with our land use code.

Trustee Kerst would like the town to purchase a table for the school district's Gala honoring Roxie and Richard Deane. Cost is \$550 for the table.

MOTION: Trustee Matthew Solomon motioned to purchase a table for \$550 school district's Gala. The motion was seconded and passed with a vote of 6 in favor and 0 opposed.

Trustee Kerst would like to fly our flags at half-staff on February 15th in honor of Jon Jon Asper. Would like to memorialize him at the February 11th Town Board meeting.

Trustee Turnipseed thanked staff for being out working on Sunday fixing a water leak on Sylvan Lake Road.

Trustee Turnipseed would like to discuss pay raises for board members. it seems unchanged for a long time. We should do something. Brandy stated she will provide comparable amounts for board consideration.

1. BOT Policy Document

Trustee Solomon will send out the Policy document for additional feedback.

ADJOURN - 8:45 PM

Approved:
Date:

Anne McKibbin, Mayor

Jenny Rakow, CMC Town Clerk

DRAFT

**BILL SCHEDULE
JANUARY 2020**

General Government

Meritain Health	Health Insurance	\$ 463.89
Amazon	Office Supplies	11.39
Cintas Corporation	Office Supplies	86.05
Red Bubble	Office Supplies	15.18
Colorado Municipal League	Dues & Subscriptions	4,826.00
Eagle Chamber Of Commerce	Dues & Subscriptions	2,000.00
Northwest Colo Council Of Gov.	Dues & Subscriptions	5,245.00
Verizon Wireless, Bellevue	Utility Services	106.19
Employer's Council Services, Inc.	Professional Services	403.75
Hoffman, Parker, Wilson & Carberry Pc	Legal - General	7,546.50
King Soopers Customer Charges	Meeting Expense	67.40
Pickup's Pizza	Meeting Expense	178.21
Civic Plus	Public Relations	4,043.26
Art Management & Planning Associates Ir	Contract Payments	1,153.16
Total General Government		\$ 26,145.98

General Administration

Booker, Joseph	Utility Refund	\$ 168.10
Chilton, John	Utility Refund	133.86
Jones, Matthew or Courtney	Utility Refund	4.22
Kenneth Or Jamie Erkenbrack	Utility Refund	17.67
Mike Guzik	Utility Refund	18.53
Real Jalisco	Utility Refund	86.13
Tang, Kristin	Utility Refund	177.57
Brush Creek Market	Planning Deposit - General	2,000.00
D R Chambers	Planning Deposit - General	1,200.00
Eagle Ranch Creekside, LLC	Planning Deposit - General	2,000.00
Gold Dust Capital Partners	Planning Deposit - General	307.00
Tumbleweed Companies LLC	Planning Deposit - General	572.54
Wynton Homes	Planning Deposit - General	2,000.00
Colorado State Treasurer	State Unemployment Payable	2,462.71
Hartford, The	Disability Insurance	1,393.00
Meritain Health	Health & Life Ins. Payable	59,998.78
MetLife	Vision Insurance	1,089.64
Colorado Department Of Revenue	Misc Deductions Payable	600.00
Gonzalez, Irene	Facility Usage Deposit Refund	50.00
Koleva, Desislava	Facility Usage Deposit Refund	750.00
Macias, Rafael	Facility Usage Deposit Refund	375.00
Mountain Family Health Centers	Facility Usage Deposit Refund	490.00
Meritain Health	Health & Life Insurance	1,390.90
Amazon	Office Supplies	119.73
Cintas Corporation	Office Supplies	15.19

General Administration (Cont.)

Fleet Services	Gas & Oil	\$ 35.68
Fleet Services	Communication & Transportation	9.95
Pitney Bowes	Communication & Transportation	71.25
Colorado Mtn. News Media	Legal Notices	850.07
Colorado Municipal Clerks Assn	Dues & Subscriptions	171.04
Costco	Dues & Subscriptions	123.72
Government Finance Officers Association	Dues & Subscriptions	170.00
Mail Chimp	Dues & Subscriptions	80.76
U.S. Post Office	Dues & Subscriptions	94.00
Century Link	Utility Services	2,152.12
Chase Paymentech	C.C. Transaction Fees	1,399.66
Xpress Bill Pay	C.C. Transaction Fees	710.06
Caselle, Inc.	Computer Support	4,178.00
Civic Plus	Computer Support	13,200.00
Executech Utah LLC	Computer Support	125.00
Peak Performance Imaging	Computer Support	5,184.00
Zoom.Us	Computer Support	15.50
Back Bowl	Event Production	134.22
City Market	Meeting Expense	53.93
Costco	Meeting Expense	18.04
Oriental Trading Company	Meeting Expense	66.54
Wallace, Anne R	Meeting Expense	70.00
Thomson Reuter	Tuition & Books	493.17
Lewan & Associates	Contract Payments	240.03
US Bank Equipment Finance	Contract Payments	394.80
Cirsa	Insurance - Pavilion	687.66
Total General Administration		\$ 108,149.77

Community Development

Meritain Health	Health Insurance	\$ 618.52
Fleet Services	Gas & Oil	114.86
Certified Mail Envelopes	Communication & Transportation	51.74
Century Link	Utility Services	178.06
Verizon Wireless, Bellevue	Utility Services	343.66
American Planning Association	Personnel Services	185.29
Indeed	Recruitment	161.54
Mountain Careers	Recruitment	75.07
Logan Simpson	Professional Services	2,903.56
Norris Design, Inc.	Professional Services	2,390.00
Garfield & Hecht, P.C.	Planning Reimbursable	880.50
Hoffman, Parker, Wilson & Carberry Pc	Planning Reimbursable	2,197.50
Resource Engineering Inc	Planning Reimbursable	945.37
Meritage Systems	Computer Support	5,700.00
1801 California	Travel Expense	24.71
Hilton Hotels	Travel Expense	333.26
Hilton Prospects	Travel Expense	17.10

Community Development (Cont.)

Kroner, April	Travel Expense	147.32
LAZ Parking	Travel Expense	22.81
Starbucks	Travel Expense	14.32
City Market	Meeting Expense	19.63
Town Of Gypsum	Contract Services	1,425.00
Valley Home Store LLC	Contract Services	2,560.00
CLE International	Tuition & Books	755.43
Lewan & Associates	Contract Payments	4.92
US Bank Equipment Finance	Contract Payments	394.80
Total Community Development		\$ 22,464.97

Municipal Court

Meritain Health	Health Insurance	\$ 46.39
Colorado Mtn. News Media	Legal Notices	422.35
CAMCA	Dues & Subscriptions	40.00
Caselle, Inc.	Computer Support	3,750.00
Total Municipal Court		\$ 4,258.74

Streets

Pinnacol Assurance	Worker's Compensation	\$ 500.00
Meritain Health	Health Insurance	1,453.53
King Soopers Customer Charges	Office Supplies	14.50
Alpine Lumber Co.	Repair & Maintenance Supplies	177.67
Ferguson Enterprises, Inc.	Repair & Maintenance Supplies	114.99
Glenwood Springs Auto Parts Inc	Repair & Maintenance Supplies	1,640.02
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies	2.56
Lawson Products	Repair & Maintenance Supplies	275.24
MacDonald Equipment	Repair & Maintenance Supplies	687.07
Mid-American Research Chemical	Repair & Maintenance Supplies	369.00
Signature Signs Inc	Repair & Maintenance Supplies	296.50
United Rentals (North America) Inc	Repair & Maintenance Supplies	21.45
Wagner Equipment Co	Repair & Maintenance Supplies	220.65
Wylaco Supply Co	Repair & Maintenance Supplies	690.00
Wylaco Supply Co	Repair & Maintenance Supplies	172.00
Wylaco Supply Co	Repair & Maintenance Supplies	40.00
Wylaco Supply Co	Repair & Maintenance Supplies	146.42
Wylaco Supply Co	Repair & Maintenance Supplies	1,020.00
Wylaco Supply Co	Repair & Maintenance Supplies	500.00
Collett Enterprises	Vehicle Repair & Maintenance Supplies	99.95
Glenwood Springs Auto Parts Inc	Vehicle Repair & Maintenance Supplies	364.05
McCandless Truck Center	Vehicle Repair & Maintenance Supplies	894.12
Fleet Services	Gas & Oil	2,425.67
Glenwood Springs Auto Parts Inc	Gas & Oil	57.96
Glenwood Springs Auto Parts Inc	Communication & Transportation	89.00
Lawson Products	Communication & Transportation	20.23
MacDonald Equipment	Communication & Transportation	32.93

Streets (Cont.)

Century Link	Utility Services	\$	1,695.30
Holy Cross Energy	Utility Services		4,211.62
Verizon Wireless, Bellevue	Utility Services		89.09
Info Cubic	Recruitment		34.26
Hobbs Excavating	Repair & Maintenance Services		675.00
Safety-Kleen Corp.	Repair & Maintenance Services		190.16
John Deere Financial	Winter Snow Equipment Rental		135.42
Employer's Council Services, Inc.	Tuition & Books		506.00
Cirsa	Insurance		3,869.90
Total Streets		\$	23,732.26

Public Safety

Meritain Health	Health Insurance	\$	3,463.73
Amazon	Office Supplies		94.92
Copy Plus	Office Supplies		6.00
Sandy's Office Supply	Office Supplies		13.35
Vista Print	Office Supplies		155.93
Amazon	Operating Supplies		1,004.76
Galls, LLC	Operating Supplies		481.77
Tri-Tech Forensics	Operating Supplies		-2.29
Tri County Fire Protection Inc	Repair & Maintenance Supplies		64.00
Auto Zone, Inc	Vehicle Repair & Maintenance Supplies		75.37
Eagle Valley Autobody	Vehicle Repair & Maintenance Supplies		373.37
Glenwood Springs Auto Parts Inc	Vehicle Repair & Maintenance Supplies		168.24
NEI Property Management	Vehicle Repair & Maintenance Supplies		153.87
Tire Rack	Vehicle Repair & Maintenance Supplies		2,911.11
Fleet Services	Gas & Oil		2,724.29
Colorado Assn Chief Of Police	Communication & Transportation		15.00
Federal Express Corp.	Communication & Transportation		48.17
Galls, LLC	Communication & Transportation		43.56
Colorado Assn Chief Of Police	Dues & Subscriptions		300.00
AT&T Mobility	Utility Services		1,174.36
Century Link	Utility Services		1,361.67
Colorado Assn Chief Of Police	Recruitment		29.00
Equifax	Recruitment		39.86
Indeed	Recruitment		52.47
Info Cubic	Recruitment		34.26
Eagle Valley Autobody	Repair & Maintenance Services		210.00
NEI Property Management	Repair & Maintenance Services		1,312.50
Tri County Fire Protection Inc	Repair & Maintenance Services		55.00
White Water Express	Repair & Maintenance Services		81.67
Technovia Consulting	Computer Support		2,315.25
Stout House	Meeting Expense		-31.02
First Responder Trauma Counselors	Training & Travel - Grants		450.00
Colo Assn Chiefs of Police	Tuition & Books		384.84
Colorado Mountain College	Tuition & Books		4,729.90

Public Safety (Cont.)

Eagle County Animal Control	Animal Control	\$	8,126.00
Centura Health-St Anthony Summit Medi	Contract Payments		21.04
Colorado Bureau Of Investigation	Contract Payments		39.50
High Country Copiers	Contract Payments		40.99
Xerox Financial Services LLC	Contract Payments		381.06
Total Public Safety		\$	32,903.50

Buildings and Grounds

Meritain Health	Health Insurance	\$	1,159.73
King Soopers Customer Charges	Office Supplies		14.50
Alpine Lumber Co.	Repair & Maintenance Supplies		486.40
Bobcat Of The Rockies	Repair & Maintenance Supplies		392.42
Eric Bradley Enterprises	Repair & Maintenance Supplies		2,049.00
Ferguson Enterprises, Inc.	Repair & Maintenance Supplies		5.38
Grainger	Repair & Maintenance Supplies		104.20
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies		111.50
Paint Bucket	Repair & Maintenance Supplies		70.92
Skyline Mechanical, Inc.	Repair & Maintenance Supplies		344.33
United Electric, Inc.	Repair & Maintenance Supplies		640.00
Wylaco Supply Co	Repair & Maintenance Supplies		67.00
Fleet Services	Gas & Oil		655.74
Home Depot Pro	Equipment - Supplies		230.72
Home Depot Pro	Janitorial Supplies		403.46
Black Hills Energy	Utility Services		3,962.64
Century Link	Utility Services		2,768.16
Holy Cross Energy	Utility Services		5,785.80
Verizon Wireless, Bellevue	Utility Services		92.94
Info Cubic	Recruitment		34.26
Jerry-master Janitorial	Janitorial Maintenance Contracts		2,158.00
Skyline Mechanical, Inc.	Repair & Maintenance Services		125.00
United Electric, Inc.	Repair & Maintenance Services		950.00
Vail Honeywagon	Repair & Maintenance Services		141.00
Employer's Council Services, Inc.	Tuition & Books		184.00
Thyssenkrupp Elevator Corp.	Contract Payments		659.85
Total Buildings and Grounds		\$	23,596.95

Information Center

Costco	Operating Supplies	\$	76.50
Barnwell, Marc	Supplies - Consignment		81.25
Derived From Nature	Supplies - Consignment		6.60
Eagle County Historical Society	Supplies - Consignment		596.87
Fried, Mickey	Supplies - Consignment		157.69
Iglehart, Becky	Supplies - Consignment		82.50
Keep Your Fork	Supplies - Consignment		21.00
Nature's Details Photography	Supplies - Consignment		7.50
New Song Corporation	Supplies - Consignment		100.50

Information Center (Cont.)

Pamela Saden	Supplies - Consignment	\$ 826.83
Pocadot	Supplies - Consignment	2.60
Rasmussen, Carol Ann	Supplies - Consignment	28.80
Rick Olsen	Supplies - Consignment	15.75
Selcke, Jim	Supplies - Consignment	24.75
Teresa Hauser	Supplies - Consignment	117.75
Williams, Sam	Supplies - Consignment	39.75
Colorado Department Of Revenue	Sales Tax	1,529.17
Century Link	Utility Services	415.80
FYS Services, Inc	Professional Services	521.27
Total Information Center		\$ 4,652.88

Marketing and Events

Meritain Health	Health & Life Insurance	\$ 327.27
Google	Dues & Subscriptions	1.89
Verizon Wireless, Bellevue	Utility Services	105.66
Info Cubic	Recruitment	32.97
Further Faster Media, LLC	Media	1,100.00
Color Coffee Roasters LLC	Events-Mountain Rats & Eagle 5K	1,000.00
Home Depot	Event Production	144.18
Total Marketing and Events		\$ 2,711.97

Engineering

Meritain Health	Health Insurance	\$ 164.94
King Soopers Customer Charges	Office Supplies	14.49
Quill Corporation	Office Supplies	331.96
I-70 Coalition	Dues & Subscriptions	1,758.00
Verizon Wireless, Bellevue	Utility Services	165.26
Mountain Careers	Recruitment	75.07
Hoffman, Parker, Wilson & Carberry Pc	Legal	58.50
Pickup's Pizza	Meeting Expense	34.21
Total Engineering		\$ 2,602.43

Total GENERAL FUND**\$ 251,219.45****CAPITAL IMPROVEMENTS FUND**

Mountain Communications & Electronics	Snow Removal Equipment	\$ 480.00
Duval Ford LLC	Patrol Vehicles	67,265.40
Total CAPITAL IMPROVEMENTS FUND		\$ 67,745.40

WASTE WATER FUND

Meritain Health	Health Insurance	\$ 1,358.69
Western Slope Supplies Inc	Office Supplies	29.80
Mid-American Research Chemical	Operating Supplies	260.00
Polydyne Inc.	Operating Supplies	8,418.00
American Mechanical Services	Repair & Maintenance Supplies	583.91

WASTE WATER FUND (Cont.)

Browns Hill Engineering	Repair & Maintenance Supplies	\$ 324.40
Centennial Equipment Co Inc	Repair & Maintenance Supplies	2,100.00
Fastenal Company	Repair & Maintenance Supplies	589.00
Grainger	Repair & Maintenance Supplies	413.79
Gypsum Eagle Ace Hardware	Repair & Maintenance Supplies	320.83
Water Technology Group	Repair & Maintenance Supplies	15,191.00
Fleet Services	Gas & Oil	326.80
American Mechanical Services	Communication & Transportation	65.00
Centennial Equipment Co Inc	Communication & Transportation	64.00
Federal Express Corp.	Communication & Transportation	131.70
Nexttrust Inc	Communication & Transportation	6.65
Water Technology Group	Communication & Transportation	17.51
Western Slope Supplies Inc	Communication & Transportation	1.75
Black Hills Energy	Utility Services	7,588.62
Century Link	Utility Services	1,017.35
Holy Cross Energy	Utility Services	10,589.74
Verizon Wireless, Bellevue	Utility Services	72.94
Info Cubic	Recruitment	13.70
Veris Environmental LLC	Sludge Disposal	5,015.48
American Mechanical Services	Repair & Maintenance Services	404.00
Browns Hill Engineering	Repair & Maintenance Services	2,868.45
D Jensen Electric	Repair & Maintenance Services	9,050.00
Water Technology Group	Repair & Maintenance Services	5,300.00
Eagle River Water & Sanitation District	Testing & Permits	1,950.00
SGS North America Inc	Testing & Permits	1,012.34
USDA Forest Service	Testing & Permits	150.34
Employer's Council Services, Inc.	Tuition & Books	414.00
American Mechanical Services	Contract Payments	770.00
Cummins Rocky Mtn LLC	Contract Payments	662.78
Meridian Intermountain	Contract Payments	407.00
Browns Hill Engineering	WW Treatment Plant Improvement	32,566.00
US Bank	Waste Water Revolving Loan 2007	316,602.00
US Bank	Debt Service Interest	68,753.75
US Bank	Debt Service Admin Fee	46,023.65
Total WASTE WATER FUND		\$ 541,434.97

WATER FUND

Meritain Health	Health Insurance	\$ 1,572.08
King Soopers Customer Charges	Office Supplies	14.49
Chemtrade Chemicals Corporation	Operating Supplies	5,202.11
DPC Industries, Inc.	Operating Supplies	2,047.25
USA Blue Book	Operating Supplies	806.44
360 Civil, Inc.	Repair & Maintenance Supplies	359.77
Browns Hill Engineering	Repair & Maintenance Supplies	1,320.00
Grainger	Repair & Maintenance Supplies	-242.82
Grand Junction Pipe & Supply	Repair & Maintenance Supplies	1,019.51

WATER FUND (Cont.)

Pall Corporation	Repair & Maintenance Supplies	\$ 1,226.00
USA Blue Book	Repair & Maintenance Supplies	161.95
Fleet Services	Gas & Oil	494.47
Core & Main LP	Meters & Related Items/Resale	8,130.00
Core & Main LP	Communication & Transportation	11.83
Federal Express Corp.	Communication & Transportation	219.16
Nextrust Inc	Communication & Transportation	6.65
Pall Corporation	Communication & Transportation	302.24
American Water Works Association	Dues & Subscriptions	334.00
Northwest Colo Council Of Gov.	Dues & Subscriptions	1,857.00
AmeriGas	Utility Services	6,268.64
Century Link	Utility Services	4,048.19
Holy Cross Energy	Utility Services	8,775.47
Verizon Wireless, Bellevue	Utility Services	218.61
Info Cubic	Recruitment	20.55
Mountain Careers	Recruitment	75.07
Brendle Group Inc	Professional Services	761.50
Browns Hill Engineering	Professional Services	4,089.00
Garfield & Hecht, P.C.	Legal	2,576.00
Hoffman, Parker, Wilson & Carberry Pc	Legal	234.00
Resource Engineering Inc	Engineering	4,350.00
360 Civil, Inc.	Repair & Maintenance Services	9,410.00
Browns Hill Engineering	Repair & Maintenance Services	597.25
Eagle River Water & Sanitation District	Testing & Permits	175.00
SGS North America Inc	Testing & Permits	661.11
USDA Forest Service	Testing & Permits	150.34
Core & Main LP	Computer Support	800.00
Employer's Council Services, Inc.	Tuition & Books	736.00
Browns Hill Engineering	Contract Payments	5,944.00
Lewan & Associates	Contract Payments	104.78
US Bank Equipment Finance	Contract Payments	394.81
Schmueser, Gordon, Meyer Inc.	Violet Lane Water Line	4,353.25
Browns Hill Engineering	Lower Basin Water Treatment	5,273.00
Ground Engineering Consultants	Lower Basin Water Treatment	622.00
MWH Constructors Inc.	Lower Basin Water Treatment	1,280,004.00
Schmueser, Gordon, Meyer Inc.	Lower Basin Water Treatment	66,218.21
US Bank	Water Revolving Loan 2018	316,660.00
US Bank	Debt Service Interest	93,525.00
US Bank	Debt Service Admin Fee	84,209.41
Total WATER FUND		\$ 1,926,097.32

REFUSE FUND

Nextrust Inc	Communication & Transportation	\$ 6.65
Vail Honeywagon	Repair & Maintenance Service	103.00
Vail Honeywagon	Contract Services	47,821.92
Total REFUSE FUND		\$ 47,931.57

OPEN SPACE FUND

Meritain Health	Health Insurance	\$	9.28
Hoffman, Parker, Wilson & Carberry Pc	Legal		58.50
Total OPEN SPACE FUND		\$	67.78

TOTAL	\$ 2,834,496.49
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PAYROLL	\$ 271,146.69
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GRAND TOTAL	\$ 3,105,643.18
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To: Mayor and Board of Trustees

From: Brandy Reitter, Town Manager

Date: January 28, 2020

Re: Town Manager Report

Administration & Organization

Staff continues to work on follow up from the BOT meetings. Included are a list of items that that staff is tracking in February.

- BOT department budget
- Broadband Enterprise ordinance
- Stormwater Enterprise ordinance
- Short-term rental policies
- Development reimbursable ordinance update

The post-election retreat is coming together. Staff will host a pre-orientation meeting with the candidates who are running for office in March. At this meeting, there will be a CIRSA and new trustee training. The group will participate in presentations of projects and initiatives by staff. The post-election retreat will focus on communication on the first day and the strategic plan the following day. Staff will coordinate a happy hour or dinner on one of the evenings after the retreat for the board mingle.

Staff is collecting proposals from facilitators that can provide both DISC and strategic planning for the new board. The idea is for the BOT to select the facilitators for the retreat. Staff will screen the proposals. The current budget is \$8,000. Based on the outcome the board will need to decide how much it would like to spend. Based on conversations, it's likely that \$8,000 will not be enough, especially since there is consideration for out of town facilitators. When staff developed the budget, the \$8,000 was for one instate facilitator.

Eagle County has restructured the Mayors Managers and Partners meeting. This group will meet less frequently. A separate Mayors Roundtable will meet quarterly for a more focused discussion. The first Mayor's Roundtable is scheduled for February 14.

Economic Development, & Planning

Eagle River Park – There are few updates on the River Park:

- Town received confirmation from Eagle County that they will not require payment for the maintenance of their intake structure.
- Staff will work with NV5 to understand the warranty obligations just in case there is a design flaw. There might be a need to extend the warranty period until a full season has passed without flooding conditions to see if the intake performs correctly.

Broadband – There are several updates on broadband in Eagle:

THOR:

- The council work session with Glenwood Springs was cancelled due to adverse weather conditions. It is rescheduled for February 13.
- The fiber extension to public works will likely take longer than anticipated. As a result, the remaining THOR grants will expire. Based on the design, the town will pay the same amount regardless of the grant funds.

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

- February 14 – Mayors Roundtable

Sincerely,



Brandy Reitter
Town Manager



To: Mayor and Town Board of Trustees

From: Brandy Reitter, Town Manager and Department Leads

Date: February 11, 2020

Re: Department Updates for January 2020

TOWN CLERK

Communications Committee

- Internal Communication Committee meetings on 1/9, 1/16, 1/23 and 1/30.
- Sent out Inaugural Employee Newsletter on 1/30 to all staff. *New*
- Eagle Today was sent on 1/31 with the following topics: (Eagle Today has 3,171 subscribers!)
 - Planning Commission Vacancies
 - Mountain Rec Master Plan
 - Recycling Awareness
 - Snow Parking
 - New Pay By Phone
 - Utility Rate Increases
 - Trail Closures
 - Eagle's View
 - Employment Opportunities

Licenses

- BUSINESS: License Renewal request (#5) was sent on 1/28/2020
 - 102 Renewals were sent in January, 308 total licenses issued for 2020
- LIQUOR:
 - The Assembly LLC was received on January 10 for New Hotel & Restaurant at old Luigi's location in Eagle Ranch. Hearing is scheduled for February 25, 2020.
 - ArtSpace submitted dates for 2020 Art Walk.
 - Katch Studio submitted a Modification of Premises, currently under review and public hearing estimated to be held in February.

Website – www.townofeagle.org

- Ask the Town questions: 6 (all questions are responded by the Town Clerk or appropriate staff)
- Topics:

- Information on Kobe Bryant's case
- Request for building plans
- Rental home inquiry
- Report of streetlight out at Ringneck
- Property Tax inquiry
- Water Surcharge inquiry

Meeting Attendance

- 1/8 Charter Commission
- 1/15 Charter Commission
- 1/21 P&Z Meeting coverage
- 1/22 IT Review Meeting
- 1/22 Charter Commission

2020 Election

- 1/7 Nomination Petitions Available
- 1/27 Nomination Petitions Due
 - Reviewed petitions for sufficiency
 - Eight petitions returned for Trustee positions
 - One petition returned for Mayor position
- 1/30 Candidate Lot Drawing with staff for Ballot Order:
 - Mayor:
 - Scott Turnipseed
 - Trustees:
 - Kyle Hoiland
 - Maren Cerimele
 - Charlie Gundlach
 - Yvonne Schwartz
 - David Gaboury
 - Adam Palmer
 - Ellen Bodenhemier
 - W Mikel Pappy Kerst
- Currently working on finalizing the ballot, TABOR language and mail ballot with printer.

Training

- 1/21 CML Webinar – Canceling an Election and Signature Verification

Sales Tax

- A separate 2019 year-end report is in the packet
- There were 1646 individual retailers with transactions on the January 2020 Sales tax report. By contrast, there were 645 retailers in 2015.

MUNICIPAL COURT

- Court Dates January 14 and 28

January Fines and Fees Assessed: \$1,630.00

Animal Control	1
Misdemeanor	6
Parking	25
Traffic	21
Total	53

January Fines and Fees Collected: \$3,588.00 (includes previous months)

Court Costs	300.00
Criminal Police Equipment and Training Surcharge	20.00
Deferred Judgment Fee	300.00
Fines	3126.66
Police and Equipment Surcharge Criminal	60.00
Police and Equipment Surcharge Traffic	396.68
Victim Restitution Fee	245.51
Total	\$4,448.85

December Dispositions (Payments or Court Appearances)

Animal Control	1
Misdemeanor	7
Parking	22
Traffic	24
Total	54

Outstanding Fines and Fees by Date:

Current	1916.57
1-30 Days Past Due	600.00
31-60 Days Past Due	405.00
61-90 Days Past Due	570.00
91-180 Days Past Due	200.00
Over 180 Days Past Due	\$24,783.28
Total	\$28,474.85

In 2019 96 Cases (76 cases being parking tickets) were sent to collections totaling: \$18,821.74

One outstanding case of restitution is \$7073.00 and is from 2018, payment is anticipated this year.

EAGLE POLICE DEPARTMENT



Calls for Service- 892: January, 2020 1,066: January, 2019

Events- 12th Night Bonfire

Notes- Your Eagle Police Department remained busy with calls for service, training, neighborhood activities and routine business operations. Disturbances involving youth, suspicious people/occurrences, alarms, various issues related to local schools, traffic crashes, lost and found, agency assists, walkthroughs, parking problems (snow routes), sex offender registrations, medicals and routine VIN checks also continued at a steady pace in January.

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

Due to short-staffing in patrol, officer-initiated activities were lower this month when compared to January, 2019.

Summary of Investigations and Other Notes of Significance-

Assault. Students @ EVMS. Officer worked with school officials and parents for a reasonable solution in lieu of municipal charges.

Burglary – Residential. Suspect identified. Under investigation.

Business License. Local business was issued a letter to obtain state and local licensing authority to operate.

Disturbance. After a day of drinking liquor and smoking marijuana, two roommates were yelling at each other. Mediated.

Disturbance. Assisted staff at senior center with disruptive behavior from residents.

Disturbance. Intoxicated roommates got into it after one broke the toilet seat. Officers mediated and separated for the night.

Disturbance. Neighbor unhappy about being charged by his other neighbor's unleashed dogs.

Dogs off Leash & Dog Bite. All referred to EC Animal Services.

Domestic Violence, Assault, etc. Under investigation.

Domestic Violence, Child Abuse, Reckless Endangerment, etc. Subject fled to Vail. Located. Arrested.

Domestic Violence, Criminal Mischief, Harassment. Subject identified. Warrant issued. Subject located and arrested.

Domestic Violence, Felony Menacing, etc. Victim assaulted and threatened with handgun. Scene secured by officers. Arrested.

DUR x4. Summons issued.

Felony Bond. Reported by off-duty Trooper. EPD contacted and arrested. Found to be DUR as well.

Fraud by Check. Pending follow-up.

Harassment. Mediated between manager and resident.

Hit & Run X4. One involved a parked vehicle in private lot, the others were property damage.

Identity Theft. Report taken for resident. Referred to agency where the theft was discovered to have occurred.

MIP x5. All related to underage subjects drinking in parked vehicles. Summoned. Those under 18 released to parents.

Missing Person. Located. Detained by another agency.

Possession. Meth pipe and lighter on lap of female observed parked in private parking lot. Summoned. Vehicle towed.

Recovered Stolen Vehicle. Abandoned vehicle listed and confirmed stolen from Glenwood. EPD working with GSPD.

Recovered Stolen Vehicle. Officer listed plate in parking lot and it came back stolen from Rifle P.D. EPD working with RPD.

Recovered Stolen Vehicle. Resident bought vehicle in Colorado Springs on Craigslist. It was "hot." EPD working with CSPD.

Sex Assault on Minor. Under investigation.

Sex Offender Fail to Register. Warrant issued.

Suicidal/Mental Health x7. Co-responder services.

Suspicious. Male knocked on door to home suggesting husband had called for inspection. Leads checked and exhausted.

Theft. Smartphone

Theft. Teenager reported cash missing after having friends over for birthday party. Under investigation.

Trespassing. Officers advised party that they were not welcome in portions of a building that they do not have ownership in.

Vehicle Abandonment. Several vehicles towed after no responses to notices.

Warrant. EPD officer saw subject driving who had warrant. Turns out, subject had four (2 felony and 2 misdemeanor). Arrested.

Noteworthy Items-

EPD supervisors were busy this month with recruiting activities. EPD administered several testing processes for the vacant patrol position. While EPD was not able to identify a POST qualified candidate for police officer in January, Sgt. Buhlman visited regional police academies in January, which resulted in another hiring process. One candidate was selected to continue in our testing process, which will continue into February.

EPD made recommendations for immediate market adjustments for EPD sworn staff to ensure competitiveness with the new 2020 Eagle County Sheriff's Office salary plans. The Sheriff's Office has been able to attract more recruits, using their new pay structure (\$30.50/Hr. starting pay upon completion of FTO training, as compared to \$27.00/Hr. starting pay at EPD). ECSO has offered \$34.00/Hr. for an officer with 2.5-year experience. ECSO has been using this pay structure in an attempt to attract EPD officers. This has become an urgent matter to address so EPD doesn't lose an officer to ECSO and to ensure EPD is able to attract qualified entry-level and POST candidates. EPD came close to losing an invested officer due to salary this month already.

EPD was successful in locating qualified candidates for the Police Records and Information Technician position. EPD is pleased to announce that Madison Vaughn will be joining our team on February 10, 2020.

Academy Sponsorship C. Stahl continues with his POST Academy Training program. He continues to report his progress.

January 9, 2020 was National Law Enforcement Appreciation Day. An anonymous citizen dropped off coffee cards for a local coffee shop to show his appreciation of EPD service. Chief Stauffer also received several messages from citizens who wished to complement EPD staff this month.

Officers came upon several assists in January. A few of these are noted as to related to examples of officer-initiated activities. One officer contacted an intoxicated person walking in -6 degree weather after leaving a local liquor establishment. Our EPD night shift officer got him reunited with his roommate. Another officer contacted a person who was released from jail walking on I-70 in sub-zero conditions. The subject was released from jail and was going to walk to the "next town." The subject was checked out by EMS for hypothermia. Our EPD officer installed the Bustang APP on the subject's phone and purchased a ticket for the subject, where he got on the bus

safely. A family travelling cross-country broke down in Eagle. An EPD officer arranged for AutoZone to send a technician for a battery replacement. Unfortunately, this didn't fix the vehicle. Our EPD officer bought the family some food while their car was being worked on. EPD worked out an overnight accommodation through Salvation Army after it was discovered their car needed more work than expected.

January seemed to be the month for traffic crashes involving roll-over accidents and semi-trucks. The driver of the vehicle that went under the semi-truck, after the semi-truck driver went across all lanes of traffic at Eagle in an attempt to turn around in the emergency turnaround lane, is recovering. Additionally, the occupants of the vehicles that rolled down the hillside on HWY 6 at mile marker 148 are also on the road to recovery.

What? Call of the month. A semi-truck driver stopped his truck, blocking half of the on-ramp to I-70. A concerned EPD officer stopped to see if he needed a mechanic or other assistance. Turns out, the truck driver wasn't having any mechanical issues and stopped to get out of his truck for a quick roadside workout. The truck driver was warned for impeding traffic and asked to resume his travels.

It is with a heavy heart to report that Jon Asper, retired GEFPD Chief, passed this month. Chief Asper, a Colorado native, came to the Eagle area in 1968. He served the district as a volunteer for 12 ½ years and served as Chief for 17 ½ years. He developed the department with lots of support from past and current members and took the organization from an all-volunteer organization to a Combination Department by increasing the training levels and upgrading many of the policies and procedures. A Celebration of Chief Asper's Life is scheduled at the Eagle River Center, February 15, 2020.

County Court – Available upon request.

Local and Regional Calls for Service – Available at Dispatch

ASSISTANT TO THE TOWN MANAGER

Met with Roaring Fork Valley Broadband communities Jan. 29th in Basalt
Attended CCCMA conference in Glenwood Feb 5-7

Economic Vitality and Development Work

- The registration link for the Eagle Investment, Real Estate, and Entrepreneurship Forum is live. The event is March 11th from 5-7pm at the Brush Creek Pavilion. It is free and open to the public.
<https://www.eventbrite.com/e/eagle-county-investing-real-estate-and-entrepreneurship-forum-tickets-93010343441>

Downtown Broadway – DCI Community Assessment

- Downtown Colorado Inc is helping to coordinate a series of informational sessions for community members interested in Downtown Development Authority Districts. We will host our next informational meeting during the DBA meeting Mar. 4th, 6pm at Yeti's Grind.
- DCI asked for Eagle residents and business owners to join Town staff at the Annual Conference in April to present the progress made since last year.
- The Downtown Street Closure subcommittee is meeting again Feb. 12th, 4:30pm in Town Hall.
- Eagle Arts and the DBA are hosting a murder mystery on Broadway during the Feb. 14th art walk. The scenes are set, 8 different locations on Broadway are participating, actors and props are being prepared, and tickets are already being sold online. More information here -
<https://www.facebook.com/events/563658277695814/>

Project THOR

- The Project THOR communities are meeting in person Feb 19th to celebrate the near completion of the network and functional meet-me centers in all locations.
- Our meeting with Glenwood Springs City Council was postponed to Feb. 13th due to weather. We are going to be present during a worksession discussing a potential IGA for shared broadband operational expenses.
- We are continuing to investigate all funding options for municipal broadband with the intent to bring those options to the Board of Trustees in March.
- We are in continuing conversations with Holy Cross Energy and NWCCOG to complete a fiber connection to public works.

Alpine Lumber Art Wall on Eby Creek Road

- The Town Engineer has reviewed the shed and internal structure, the receiving frames are being designed to be removed and reinstalled when the new shed is assembled.
- We are planning to announce the artist and update the community at the Board of Trustees meeting Feb. 26th.

Pool-Ice Rink Recreation Campus Master Plan Process

- Mountain Recreation and the Town have received community feedback on the final master plan design. All community feedback is being detailed and will accompany the report published this month.

Communication Committee

- The Town Communication committee has posted 16 posts to the Town Facebook page, published Eagle Today with 5 articles on Jan 31st, shared the first Town Employee newsletter with 8 articles on Jan 31st, and updated 4 Eagle News stories on the website in January.

PUBLIC WORKS

LBWTP Construction

Project Update Summary:

- Water proofing install Treatment Building Basement Upper 6' 4"
- Begin install of structural masonry at WTPB
- Water testing in chlorine contact basin
- Backfill water treatment building
- Winter protection

Planned Activities for the next 4 weeks:

- Install brick ledge for masonry veneer install
- Backfill water treatment building
- Water test membrane basins, flocc basins, and sed basins
- Continue install of structural masonry
- Winter protection

Cemetery Tank

- Construction documents are being developed

Capitol Street Water & Sanitary Sewer

- Construction documents are being developed

Source Water Protection Plan

- Stakeholder meeting is on Wednesday, 2/26/20

Water Efficiency Plan

- Draft plan has been reviewed by stakeholders

THOR Project

- Construction is underway

Black Hills Gas Line Along Highway 6

- Project moving forward

Public Works Operations & Maintenance

- Snowplow operations
- Repairing water leaks
- Order new Public Works snow removal equipment
- Community Development vehicle is being spec out
- Trash/Recycle containers distributed at buildings and parks
- LED lighting upgraded at Town Hall

Public Works Staff

- Tom LaFleur has been promoted to Collection & Distribution
- Karla Koch has been hired for the Water Operator position

Upper Basin Water Treatment Plants

- Installation of generators at both Pre-Treatment and Treatment Water Plants in March 2020

COMMUNITY DEVELOPMENT DEPARTMENT

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

CURRENT PLANNING PROJECTS

- Pre-Apps and follow-ups to pre-apps:
 - Subdivision Review, 1 Major & 1 Minor
 - 1 Variance Request
 - 1 SUP
- Development Review Process:
 - 3 Annexations (continued discussions); 2 about to begin formal process; 1 (RMR) in progress)
 - 1 SUP
 - 1 Minor Subdivision
 - 1 Variance Request
- Coordination work with Comcast on project planning/prep for rollout.
- Recent Development Permits Issued: SU for Eagle Auto, Minor Subdivision for Talley
- Code enforcement as time allowed.

LONG-RANGE PLANNING/SPECIAL PLANS

- Completed Intergovernmental Agreement for housing services with Eagle County
- Elevate Eagle and Land Use Code Update project management
 - Bi-weekly phone conferences with consultant
 - Working through draft plan amendments, prep for Feb joint worksession.
 - Comp Plan anticipated public draft by March 1, final approval April 2020.
 - Working on Land Use Code items with the consultant. Scheduled LU Code Committee meeting for late February.
- Working with County to move forward with West-Eagle Sub-Area/County Affordable Housing Property Plans (working on process for future annexation and site development).
- Sub-Area plan for RED Development property – hoping to get underway in early 2020.

ECONOMIC DEVELOPMENT EFFORTS (ongoing)

- Continue working with Downtown Business Alliance and Assistant to Town Manager on downtown development.
- Working with venture funds and developing a prospectus on Eagle for marketing with Assistant Town Manager.
- Working on prep for Outdoor Innovation Summit #2, fall 2020.
- Work collaboratively with Assistant Town Manager on economic development efforts.
- Soon to begin efforts on implementing the DCI Downtown Community Assessment (2020).

CODE UPDATES/POLICIES

- Analyzing process and fee structure for land use application ‘deposits’ and reimbursable agreements. TBOT to see proposal in Feb/March.
- Analyzing process for building permit related fees and impact fees – considering change to ordinance to have fees due at time of permit issuance, as opposed to at time of application. Will address some developer/contractor concerns and may ensure more accurate fee assessments/less confusion. TBOT to see proposal in Feb/March.

- Items of Consideration prior to full Land Use Code Update: Mobile Vendors, Air B&B's/short-term rentals (in progress), parklets, outdoor furniture/seating on public r-o-w along Broadway.
- Addressing ADU issues/permits.

ADMINISTRATIVE

- Interviews for Planner and Admin Tech positions.
- WELCOME PEYTON, Planner I, to the Eagle Team! Peyton's first day of work was January 31st. More to come, and we are excited to have her on board.
- Approval of Full-time Permit tech position. Finalizing job description and recruitment to begin in February.
- Getting ready for new admin tech II, Angie Kyle, to start in February. Carla has been a HUGE help to us in getting us through the past 6 weeks 😊
- Working on department organizational structure/needs.

MISCELLANEOUS

- Working with DOLA to have a Plan Commissioner training in Eagle in 2020.
- Recruiting for Planning & Zoning Commissioner openings. Two openings effective March 2020.
- Assisting with Conference Planning for 2020 Colorado APA Conference to be held in Vail.
- Committee/Major Meetings: P & Z Commission, TBOT, Economic Vitality Committee (bi-monthly), Downtown Business Alliance, Monthly meetings with Eagle Ranch HOA, Monthly meetings with Eagle County Comm Dev Director; Bi-monthly Dept lead meetings, weekly check-ins with Town manager, weekly comm dev staff meetings; monthly check-ins with each member of dept staff.

NEXT MONTH/UPCOMING COMM DEV

- Onboarding for Peyton, Planner I, and Angie, Admin Tech II, both starting their positions with Comm Dev.
- Begin recruitment for permit tech position.
- Pre-Apps and follow-up work on existing pre-apps as they prepare for submittal (annexations, development reviews, rezonings, subdivisions, variance, etc).
- Economic Development – Eagle Investor Gathering planning meeting; work with EVC.
- Finalize priorities for 2020 and plan out all projects/timeframes and goals.
- Continue: Comprehensive Plan work with consultant – revisions, Feb joint worksession P&Z and TBOT, and prep final draft for public release.
- Continue work with consultant on Land Use Code Update, hold LU Code committee meeting. Code development will be done in three parts; diving into first part – administrative procedures.
- Assist with 2020 Conference Planning for Colorado Chapter of American Planning Association (APA) state conference to be held in Vail.
- Work with County on Affordable Housing property/west eagle area (P&Z and TBOT will see more in early 2020 after County Commissioners discuss in Feb).
- Continue work with County on projects (i.e., Fairgrounds Master Planning for late 2020).
- Contract with consultant on Sub-Area plan for RED Development property. Proposal completed late Jan, should enter contract in February and get underway.
- Committee/Major meetings: P & Z Commission 2-4 and 2-18; TBOT 2-11 and 2-25; Joint P&Z/TBOT worksession 2-4; Pre-App mtgs every Wednesday afternoon; Downtown Business Alliance 2-5; EVC Meeting 1-16; comp plan coordination calls 2-4 & 2-18; land use code coordination calls 2-11 & 2-25; County Comm Dev 2-10; weekly check-ins w/Town Manager; weekly Comm Dev staff meetings; bi-monthly dept lead meetings; Monthly check-ins with each team member; Eagle-Ranch HOA mtg 2-5.
- Continue work with new town engineer consultant and PW director on dev review process.

- Partake in exam prep for Certified Economic Developer (CECd) designation with International Economic Development County (IEDC). All required coursework completed previously.

BUILDING DEPARTMENT

- General coordination of contractors and projects
- Participation in Development Review Team meetings as needed
- Plan review and inspection services for pending and active permits
- Refine processes and procedures

The chart below shows the number of inspections conducted and building permits issued for the current month, the three previous months, and the year to date. (Previous and Current)

Building Department Activity 2020						
	Oct 2019	Nov 2019	Dec 2019	Jan 2020	YTD 2020	YTD 2019
Number of Inspections	160	150	150	115	115	2125
Number of Building Permits	22	18	17	14	14	255
<i>ALL Commercial</i>	0	2	2	1	1	29
<i>SF Detached Residential</i>	2	1	0	1	1	12
<i>Multi-Family & Attached SF Residential</i>	8	1	0	0	0	23
<i>Residential Remodel/Addition/Basement Finish</i>	12	14	15	11	11	161

- Major Construction Projects Under Review and Oversight:
 - Lower Basin Water Treatment Plant
 - Eagle Landing at Brush Creek (Seven More Units Issued Permits Oct. 2019)
 - Soleil Homes-All homes have been permitted
 - Outwest Drywall (Will be requesting Occupancy in March 2020)
 - 210 Freestone (Eagle Ranch Apartments)
 - 700 Chambers Lot 3 Mixed Use Building
 - 1393 Chambers Avenue warehouse
- Upcoming Activities for 2020:
 - Integration of Public Works inspections for new construction in Community Core
 - Continue department audit of best practices, policies, and procedures
 - Continue customizing Community Core Solutions
 - Records retention, relocation and archiving project for upcoming THOR project.
 - Continue to refine the PFI process for water and sewer tap fee calculation and confirmation with the Public Works Department
 - Broadway Station construction project. Anticipate demolition to begin in March 2020

FINANCE DEPARTMENT

Accounts Payable:

ACCOUNTS PAYABLE: INVOICES PAID						
	2017	2018	2019	2020	VARIANCE FROM PY	
JANUARY	289	258	303	205	(98)	-32%
YEAR TO DATE	289	258	303	205	(98)	-32%

Financial

- 2019 Audit scheduled – April 20th – 24th
- Completed Year-end Payroll and Accounts Payable
 - 2019 - W2s completed and distributed
 - 2019 - 1095bs completed and distributed
 - 2019 - 1099s completed and distributed

Policies:

- The Finance Department adopted the Government Finance Officers Association (GFOA) Code of Ethics and shared it with all Town staff (Code of Ethics Attached)
 - With the development of the Code of Ethics the GFOA also created some recommended ethics policies that Staff will be implementing in January & February
 - Ethics Policy of Making Gifts with Public Funds
 - Ethics Policy on Vendor Gifts
 - Ethics Policy on Improper use of Time

Debt Service:

- Scheduled 02/01/2020 – 2018 Water Revenue Bond: CWRPDA Payment - \$494,394 (Last Payment 2040)
- Scheduled 02/01/2020 – 2007 Waste Water Loan: CWRPDA Payment - \$431,379 (Last Payment 2028)

Budget:

- 2020 Budget & 2020-2024 Capital Improvement Plan was sent to State after Board approval

Payroll/HR:

- Input 2020 Payroll Changes:
 - Implemented staff merit increases and market adjustments for first full pay period in 2020
 - Added Sick and Vacation leave rates for part time employee who work over 20 hours a week
 - 457(b) Employee contributions effective 1st pay period in 2020
 - 2 New Hires /2 promotions

Utilities:

- New Accounts Setup – 0
- Property Transfers – 7
- New rates updated for January statements; Newsletter included communication regarding increases

Information Center:

- Last day of retail sales was January 31st. On February 1st, staff took an inventory and moved merchandise upstairs. Staff will be initiating a bid process for the remainder of the inventory. We have transitioned the oversight of the information Center from Finance to Marketing and Events. Finance will continue to support the Info Center, Brian Hall, and staff with any additional tasks necessary to close out the retail aspect of the I.C.

General Government Department (Town Board & Town Manager) – The February Report will include a Town Board specific budget to actual report.

TOWN OF EAGLE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENT</u>					
10-50-110 SALARIES & WAGES	13,711.15	13,711.15	114,606.00	100,894.85	12.0
10-50-115 TOWN BOARD	1,900.00	1,900.00	22,800.00	20,900.00	8.3
10-50-125 BONUS	.00	.00	7,472.00	7,472.00	.0
10-50-130 CAR ALLOWANCE	250.00	250.00	3,000.00	2,750.00	8.3
10-50-141 UNEMPLOYMENT INSURANCE	41.56	41.56	375.00	333.44	11.1
10-50-142 WORKERS COMPENSATION	.00	.00	190.00	190.00	.0
10-50-143 HEALTH BENEFITS	1,950.42	1,950.42	36,113.00	34,162.58	5.4
10-50-144 F.I.C.A.	1,204.89	1,204.89	11,313.00	10,108.11	10.7
10-50-145 RETIREMENT	817.09	817.09	7,961.00	7,143.91	10.3
10-50-210 OFFICE SUPPLIES	.00	.00	1,000.00	1,000.00	.0
10-50-215 ELECTION EXPENSE	.00	.00	5,000.00	5,000.00	.0
10-50-235 EQUIPMENT (NON-CAPITAL)	.00	.00	1,000.00	1,000.00	.0
10-50-310 COMMUNICATION & TRANSPORTATION	.00	.00	5,500.00	5,500.00	.0
10-50-320 LEGAL NOTICES	.00	.00	1,000.00	1,000.00	.0
10-50-330 DUES & SUBSCRIPTIONS	12,071.00	12,071.00	24,235.00	12,164.00	49.8
10-50-340 UTILITY SERVICES	.00	.00	1,758.00	1,758.00	.0
10-50-347 PROFESSIONAL SERVICES	.00	.00	33,000.00	33,000.00	.0
10-50-351 LEGAL - GENERAL	.00	.00	40,000.00	40,000.00	.0
10-50-359 STRATEGIC PLANNING	.00	.00	16,000.00	16,000.00	.0
10-50-362 COMPUTER SUPPORT	.00	.00	25,667.00	25,667.00	.0
10-50-363 COMMUNITY SURVEY	.00	.00	10,000.00	10,000.00	.0
10-50-371 TRAVEL EXPENSE	.00	.00	4,000.00	4,000.00	.0
10-50-372 MEETING EXPENSE	67.40	67.40	5,700.00	5,632.60	1.2
10-50-376 PUBLIC RELATIONS	4,043.26	4,043.26	6,000.00	1,956.74	67.4
10-50-380 TUITION & BOOKS	.00	.00	11,650.00	11,650.00	.0
10-50-395 CONTRACT PAYMENTS	.00	.00	56,000.00	56,000.00	.0
10-50-450 SPECIAL BOARD FUNDING	.00	.00	10,000.00	10,000.00	.0
10-50-510 INSURANCE	.00	.00	30,269.00	30,269.00	.0
10-50-915 COMMUNITY REQUESTS	.00	.00	53,000.00	53,000.00	.0
TOTAL GENERAL GOVERNMENT	36,056.77	36,056.77	544,609.00	508,552.23	6.6

Additional Information regarding the Code of Ethics and a more in-depth review of how these will be upheld is available upon request.



Government Finance Officers Association

Code of Ethics

Government Name

Colorado GFOA



We, the government finance officers of the United States and Canada, have a deep and abiding desire to show that we are worthy of the special trust that the communities we serve have placed in us. As a member of my government's finance office, I commit to living the following values to show that I am worthy of that trust.

INTEGRITY AND HONESTY

Integrity and honesty are the foundation on which trustworthiness is built. It means people can believe what I say, I act in accordance with my deepest values, I put principle ahead of my own ego, and I do the right thing even when it is hard.

PRODUCING RESULTS FOR MY COMMUNITY

Public finance offices have an important job. Doing that job well honors the trust the public has placed in me.

TREATING PEOPLE FAIRLY

Local governments depend on trusting relationships. Therefore, I will treat people fairly and develop processes and procedures that are fair.

DIVERSITY AND INCLUSION

Embracing diversity and fostering inclusiveness helps finance offices cultivate organizations and promote policies that reflect the communities they serve. When people feel included, they see that I am concerned for their wellbeing. That shows I am worthy of their trust.

RELIABILITY AND CONSISTENCY

When I consistently apply my standards – especially to myself – I honor my commitment to the community I serve and make it easier to do the right thing even when faced with challenging circumstances.

August 2019

SPECIAL EVENTS

MEAC:

- Concluded MEAC and Community Events/Programs Funding program. Notifying all recipients. Moving all producers to contract and payment schedule.
- Reviewing bylaws and TOE Code of Ethics with committee members.

Eagle Info Center:

- Concluded all retail sales on January 31, 2020. Taking inventory of stock, preparing for B2B sale of remaining stock.
- Operating under adjusted winter Spring plan until Memorial Weekend.
- Developing Summer 2020 plan.
- Met with Eagle County Historical Society about opportunities. Reviewing historical exhibits for info center.

Special Events:

- Working on street closure criteria for Broadway.
- Reviewing operating criteria for Grand Ave. digital info sign
- Reviewing new special event permits for...
 - Bonfire Block Party, June 12, 13 & 14, 2020
 - EagleOutside Festival, June 12 & 13, 2020
 - LG Tri, Saturday, July 11, 2020.
 - Our Community Table, Sunday, August 9, 2020
 - Colorado High School Mountain Bike Championships, Sept. 13 & Oct 11, 2020.

HUMAN RESOURCES

Benefits

- Coordinated biometric on-site testing for 12/4/19
- Coordinated on site employee flu shots
- Finalize all open enrollment changes
- Coordinated retirement meetings/enrollment for ICMA-RC

Recruiting: 9 positions open, 4 filled, two offers pending

- Planner I
- Admin Tech Com Dev
- Police Records & Info Tech
- Water Plant Operator
- Maint. Tech. Streets, 2 offers made, 1 withdrew
- Town Engineer, checking references
- Police Officer, offering another cadet sponsorship 2/10/2020
- Planning Tech promoted to Planner I

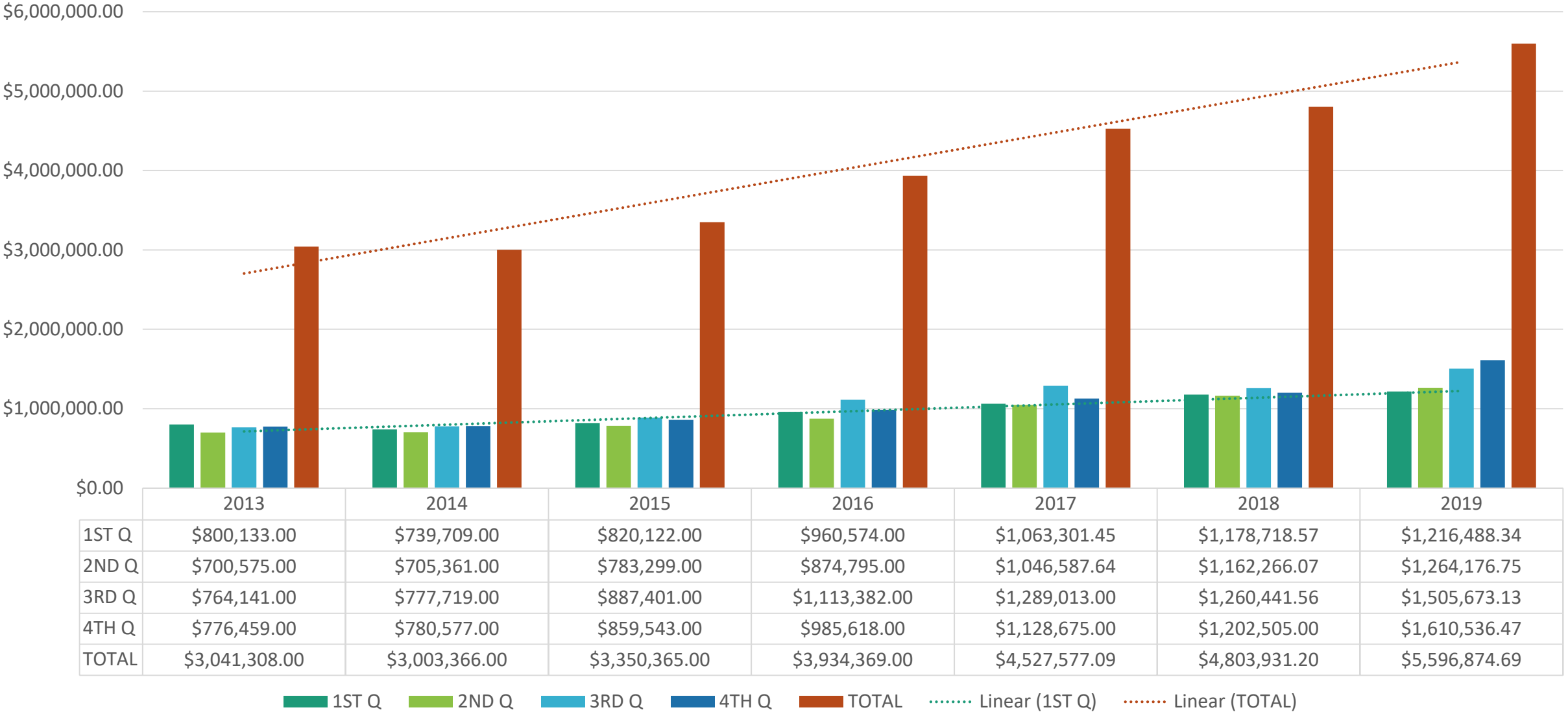
Safety & Risk Management: 2 work comp claims, 2 property Claims

Compensation & Performance Management: Performance Review Calculations for Merit Increases to Finance

TOTAL SALES TAX BY QUARTER

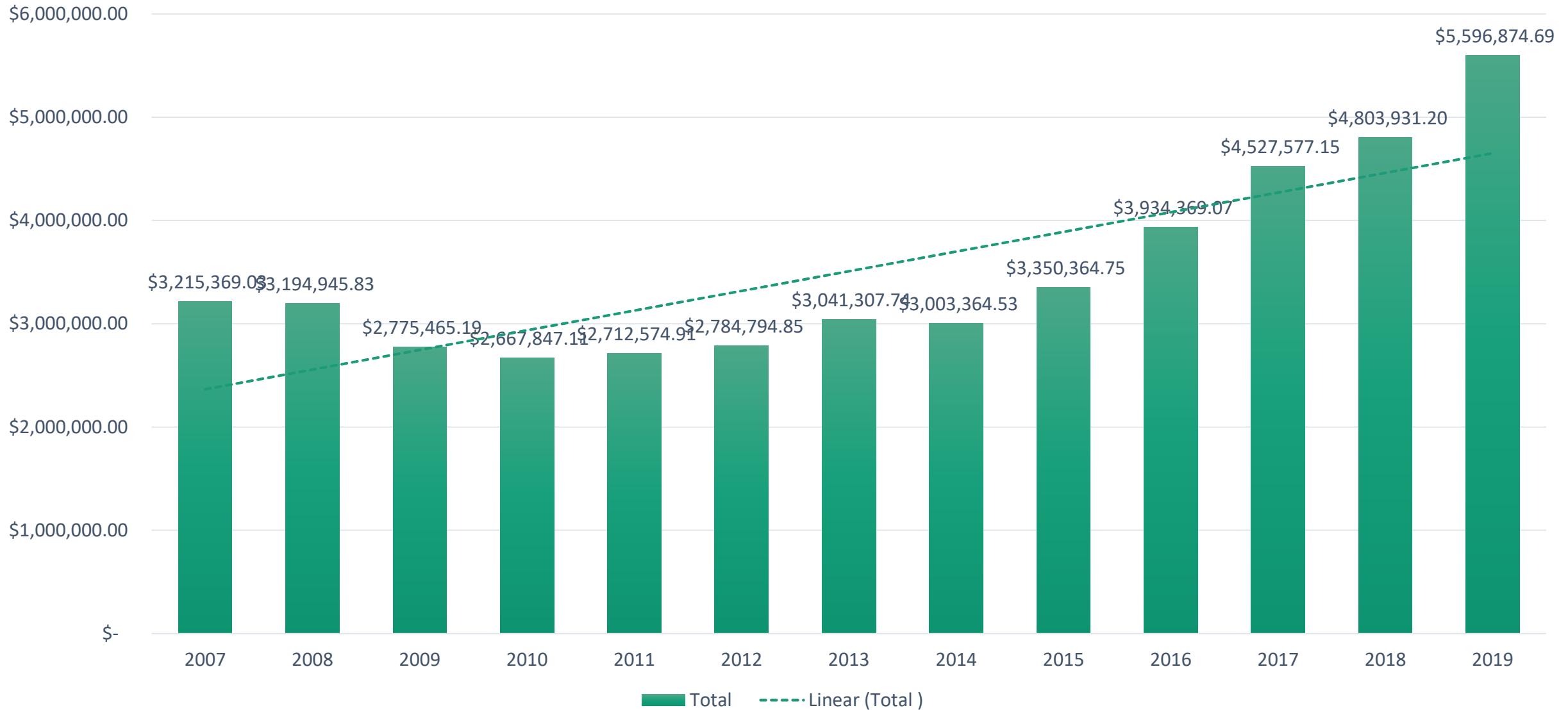
2013-2019

REVENUE PERIOD TOTALS

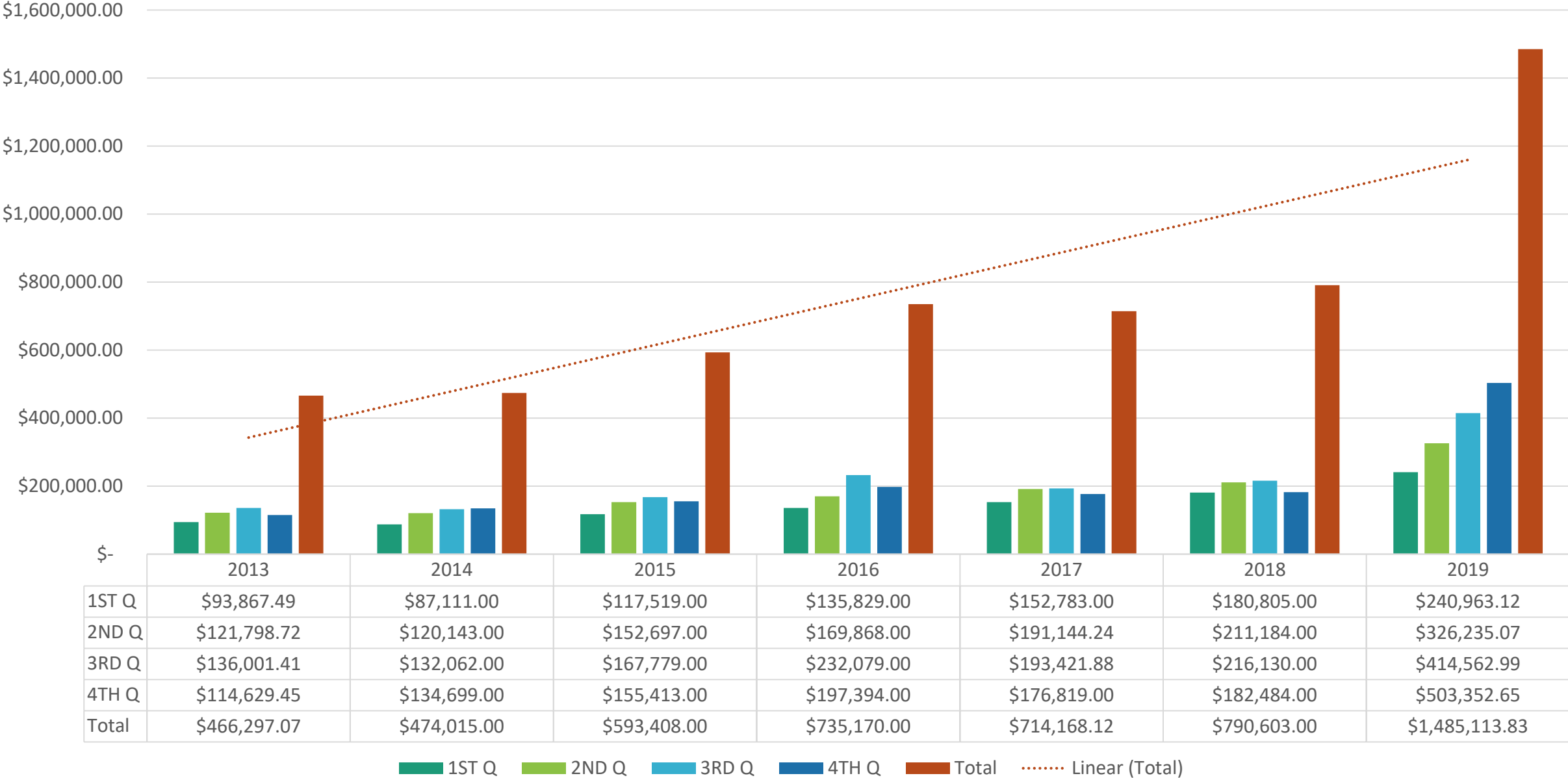


ANNUAL TOTAL SALES TAX 2007-2019 REVENUE PERIOD TOTALS

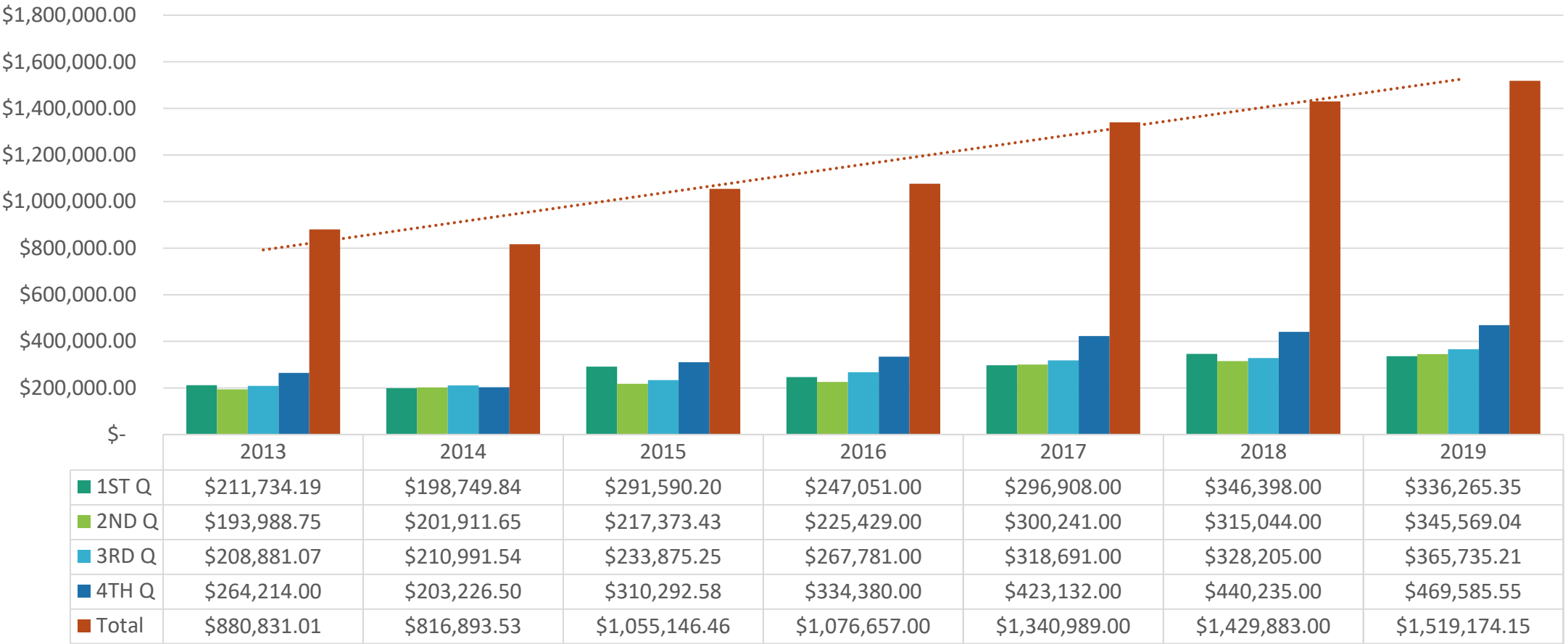
**2016 - 2018 INCLUDE .5% SALES TAX INCREASE*



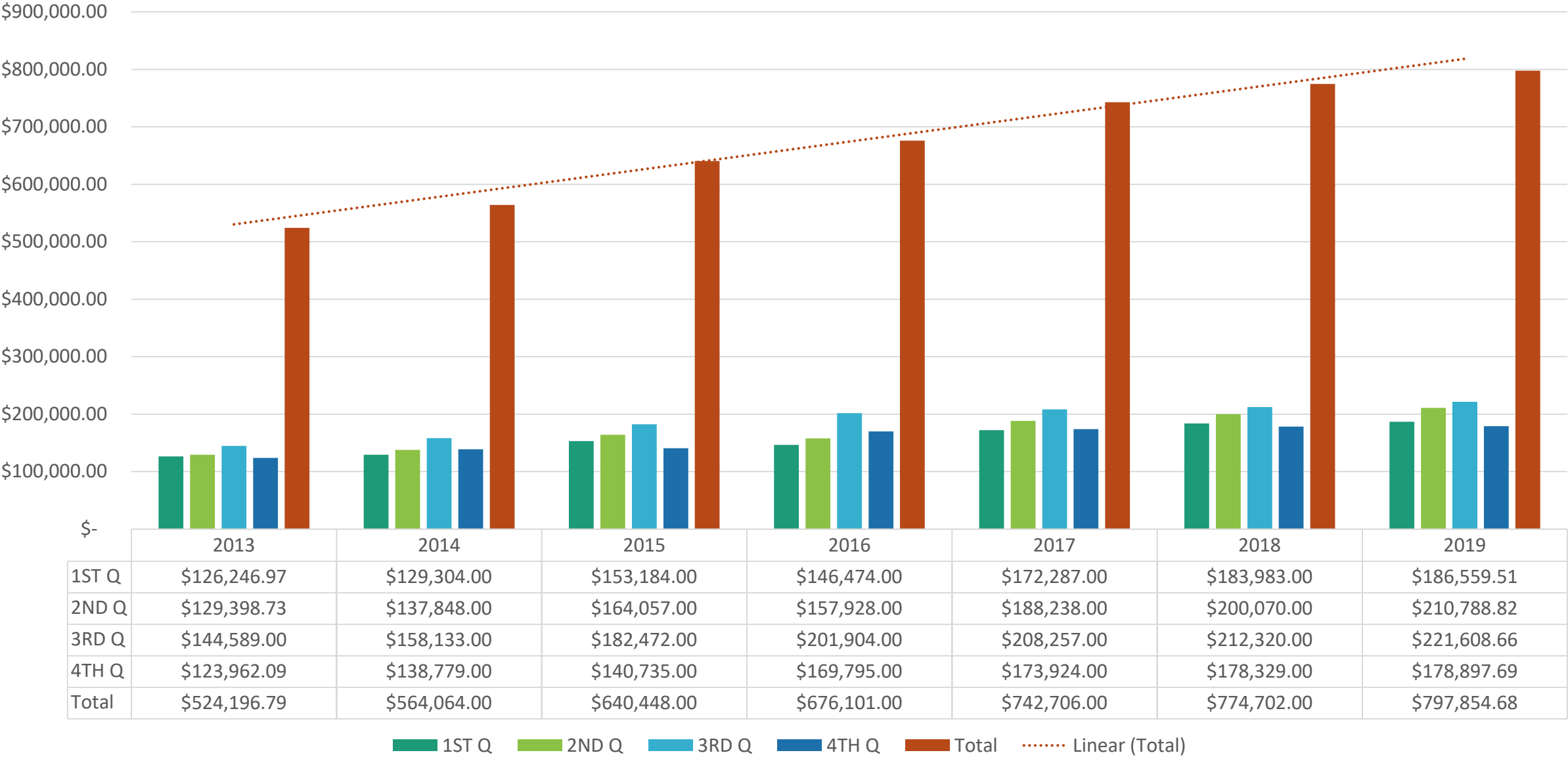
RETAIL QUARTERLY COLLECTIONS
2013-2019



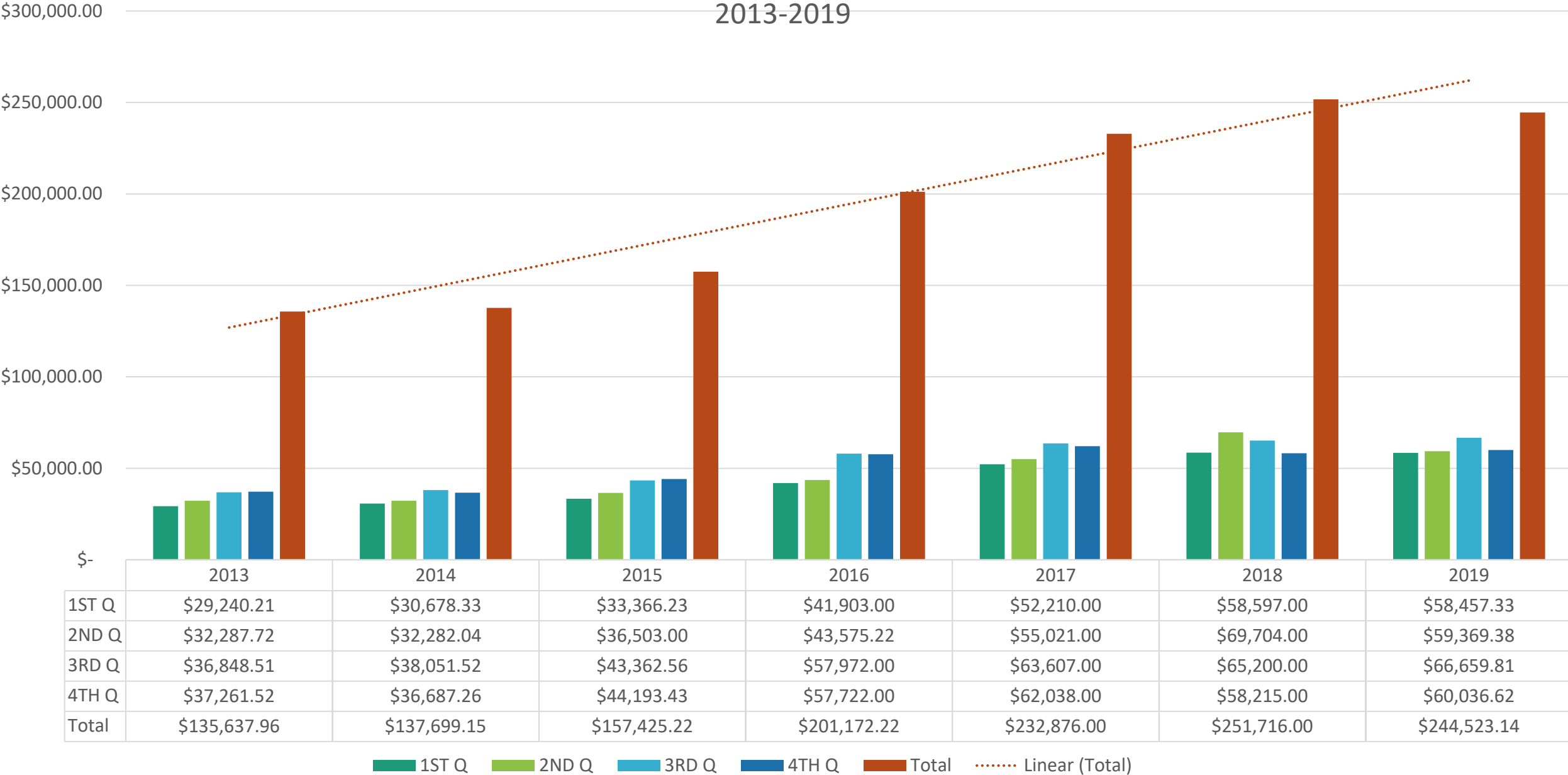
FOOD QUARTERLY COLLECTIONS 2013-2019



RESTAURANTS & BARS QUARTERLY COLLECTIONS
2013-2019

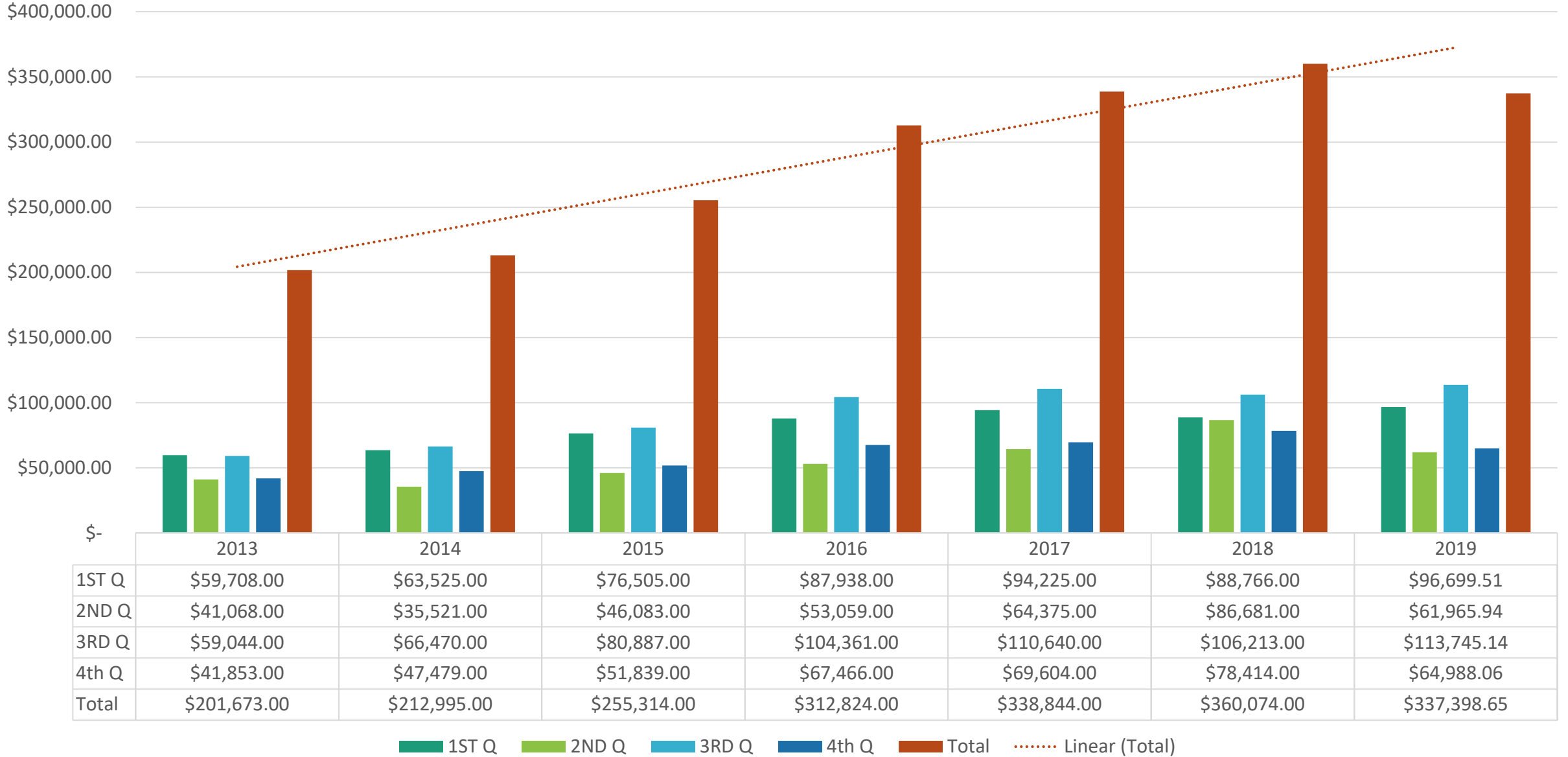


LIQUOR STORES QUARTERLY COLLECTIONS
2013-2019



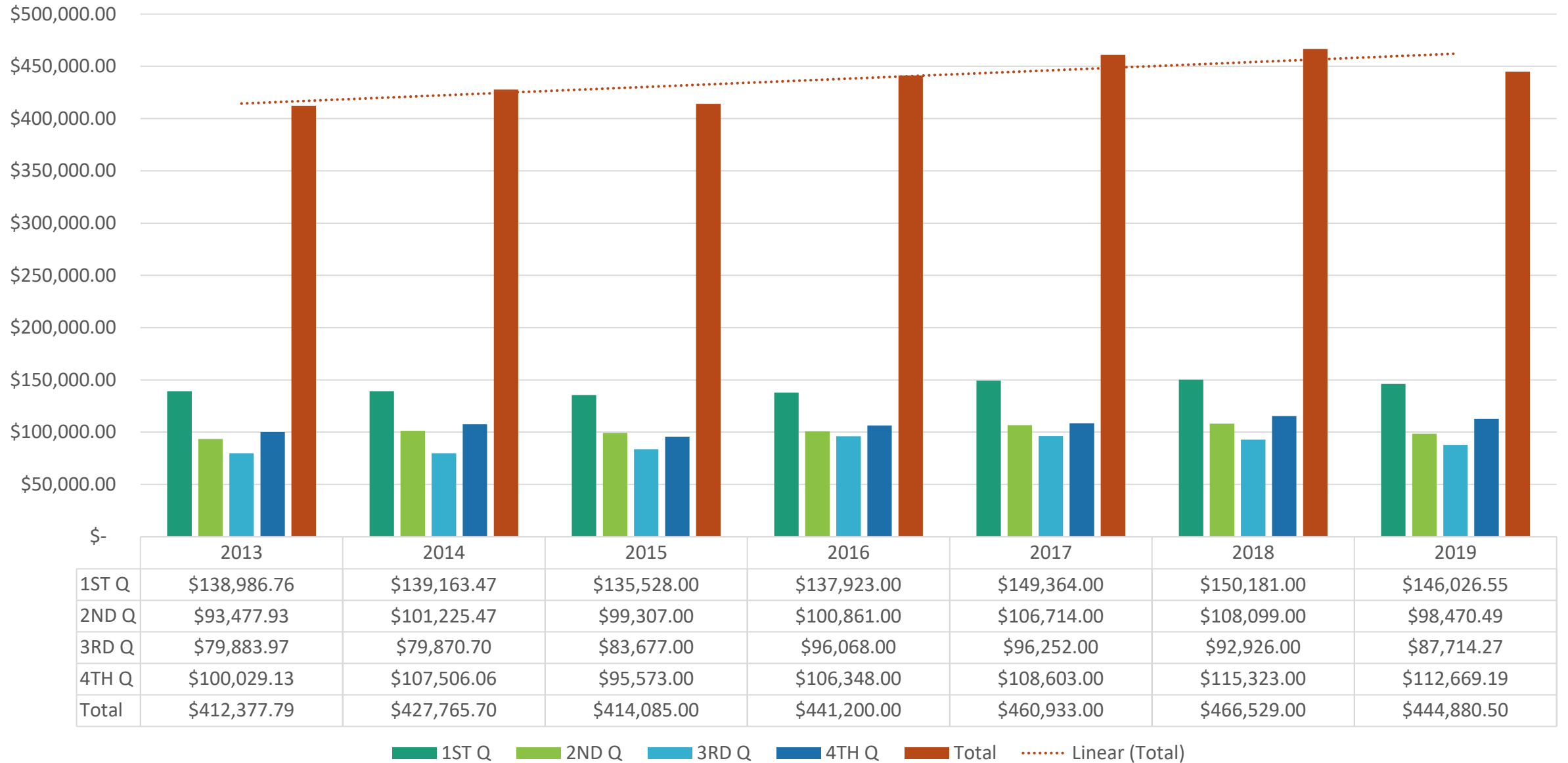
LODGING QUARTERLY COLLECTIONS

2013-2019

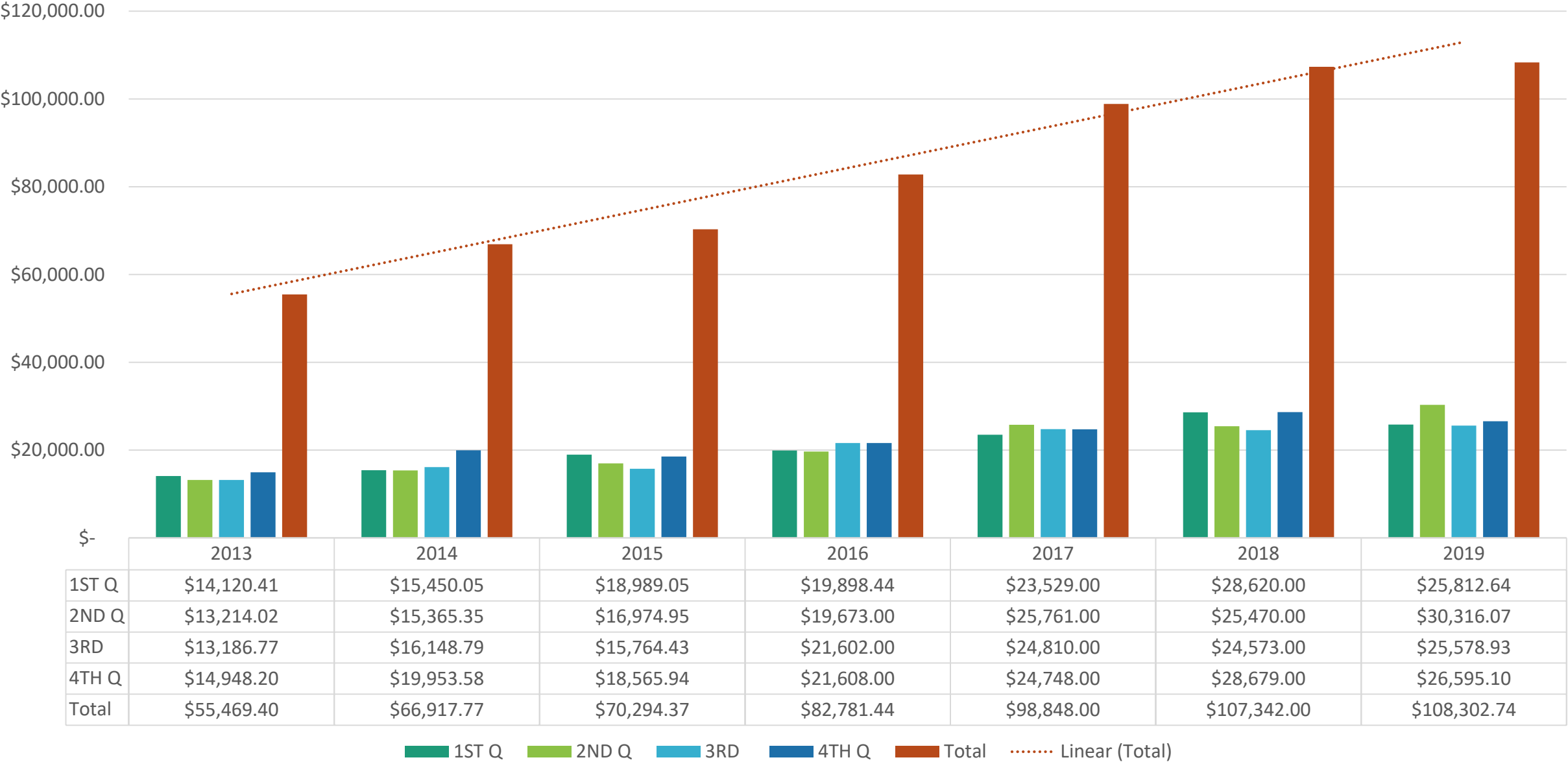


UTILITIES QUARTERLY COLLECTIONS

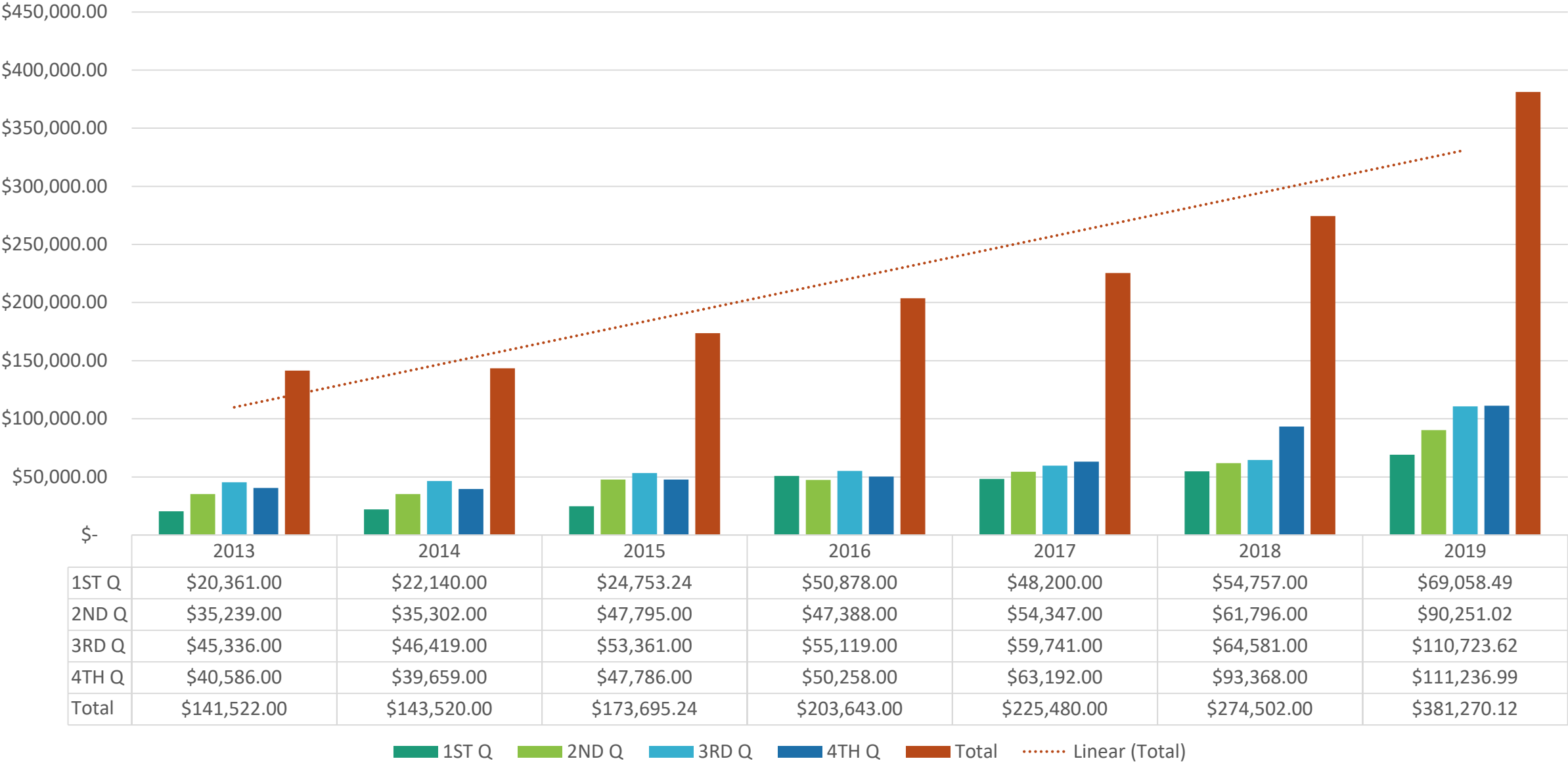
2013-2019



AUTOMOTIVE QUARTERLY COLLECTIONS
2013-2019

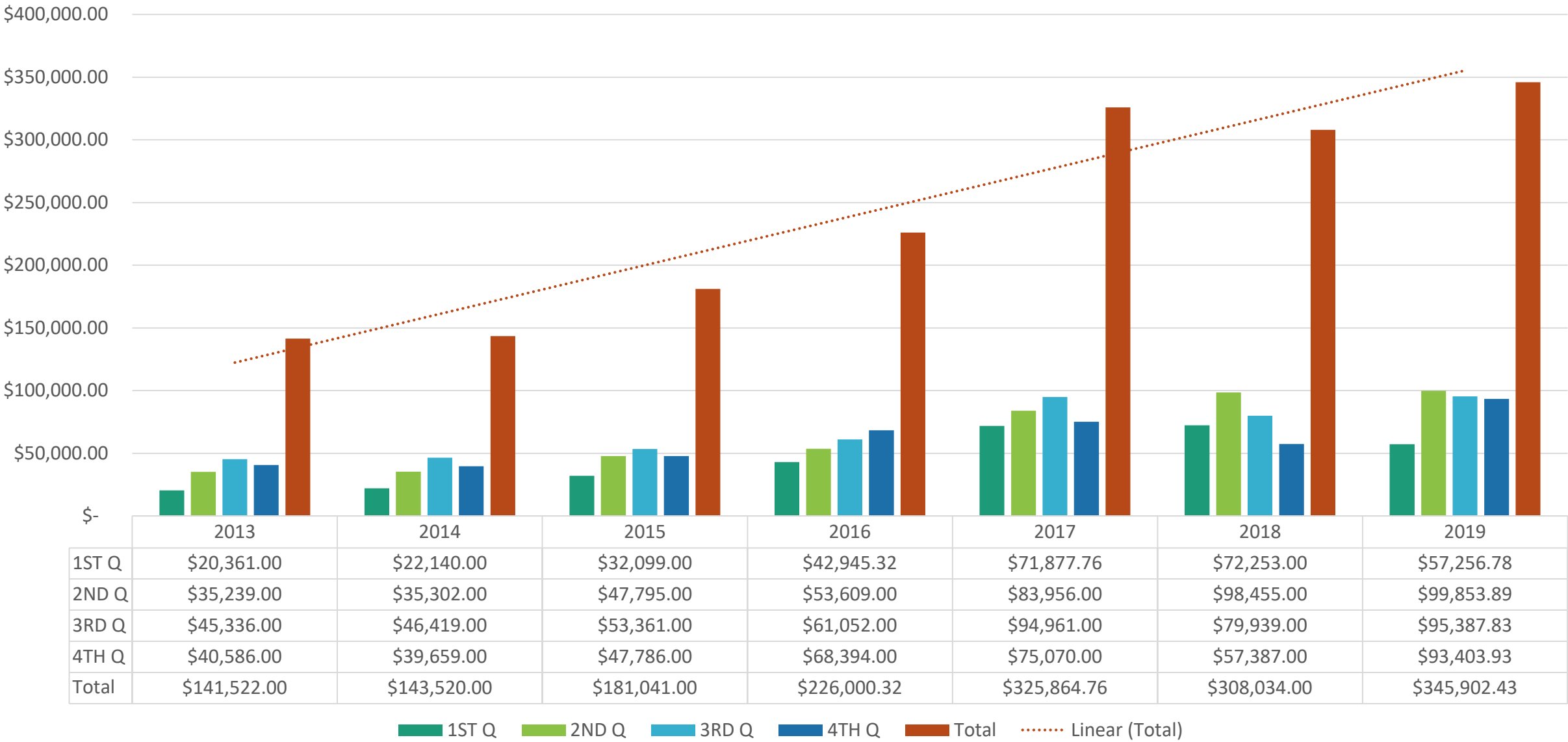


MISCELLANEOUS QUARTERLY COLLECTIONS
2013-2019

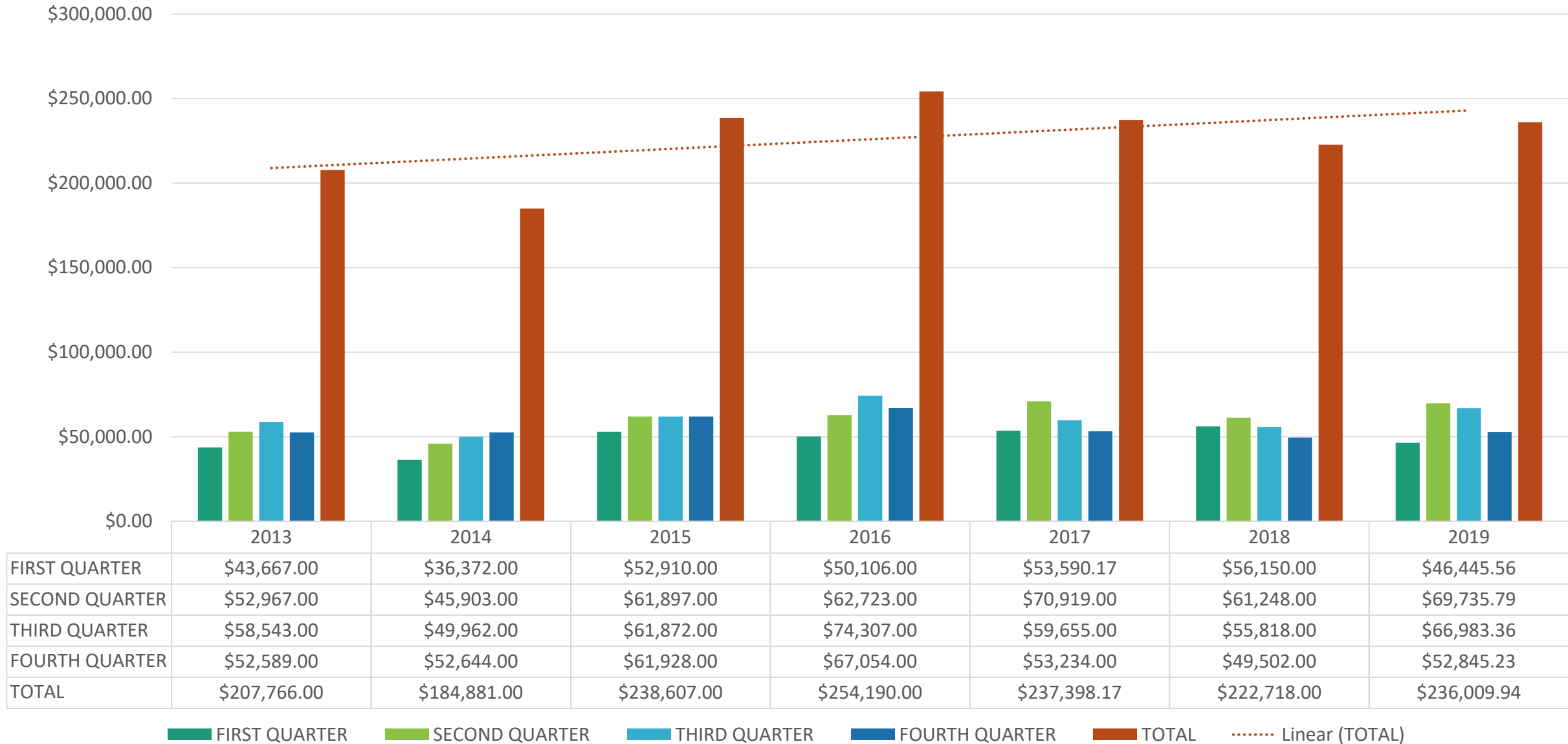


BUILDING/CONSTRUCTION QUARTERLY COLLECTIONS

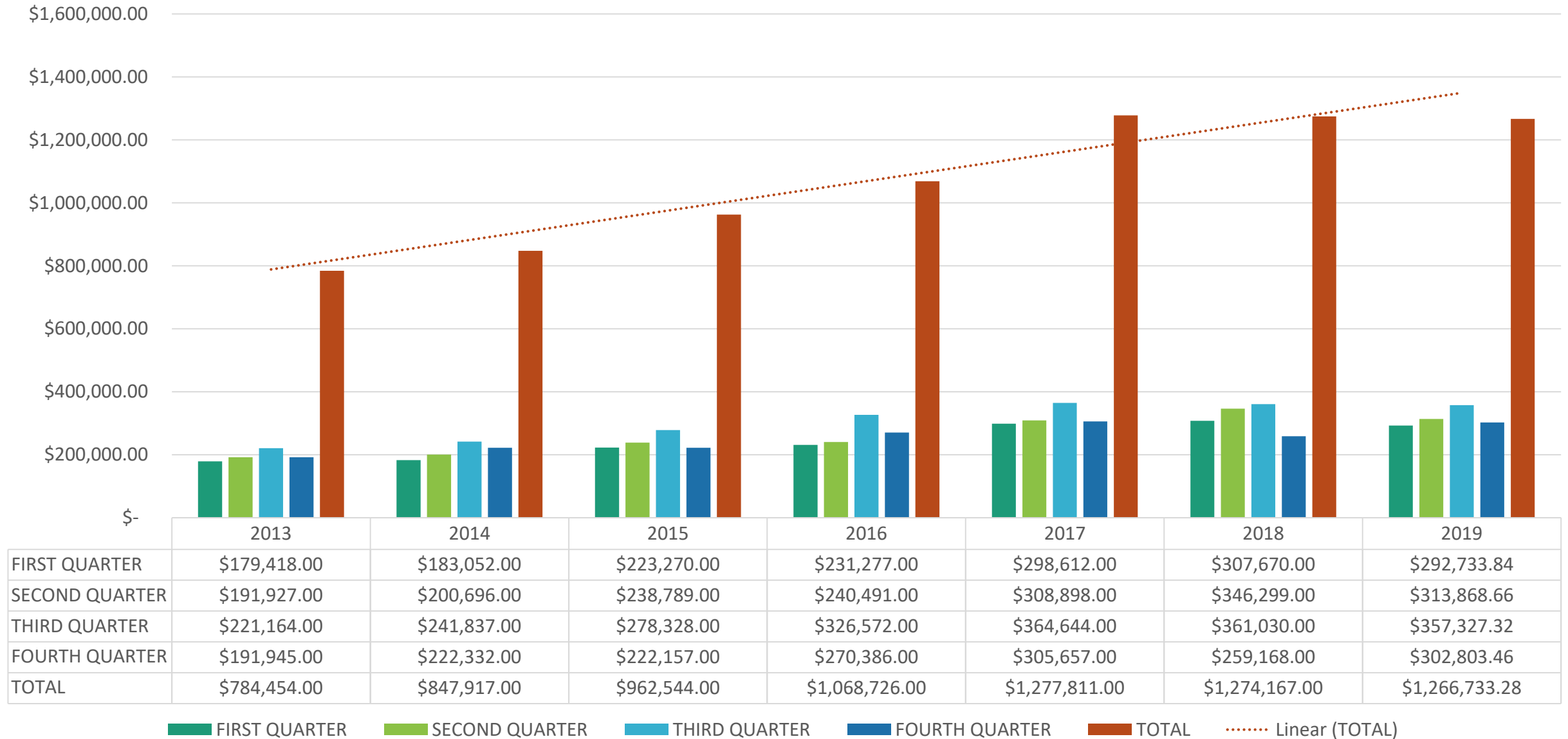
2013-2019



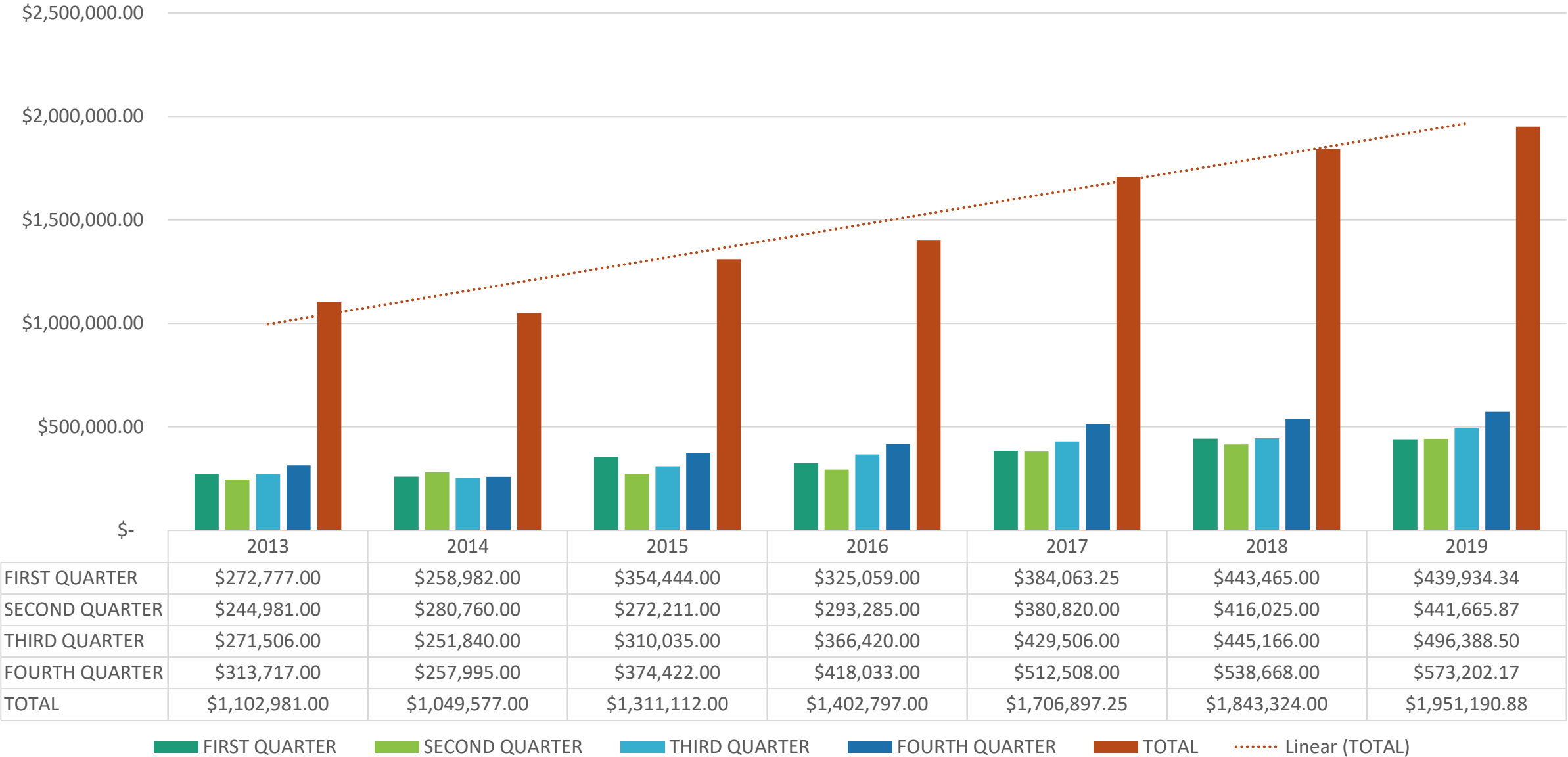
DOWNTOWN DISTRICT QUARTERLY 2013-2019



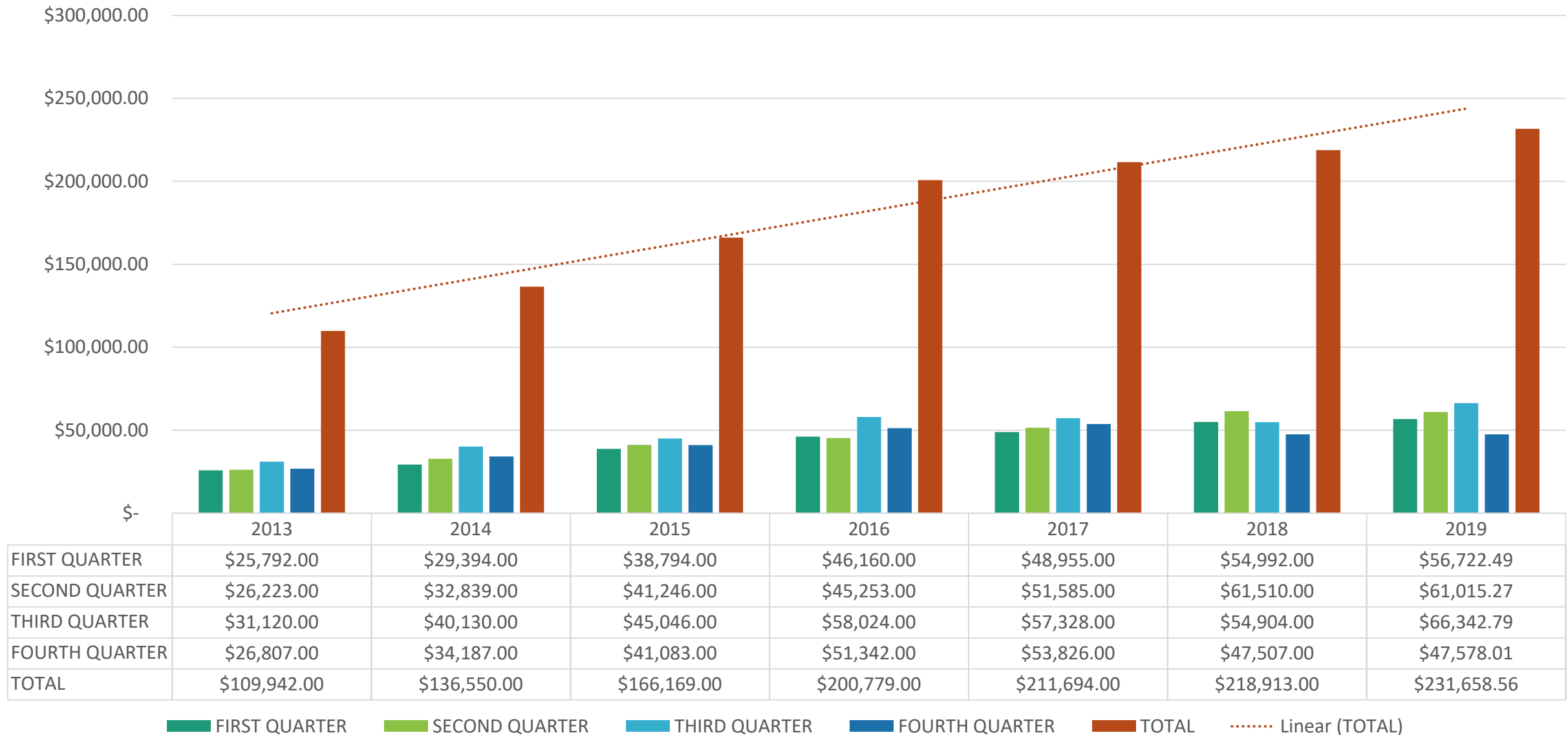
CHAMBERS AVENUE QUARTERLY 2013-2019



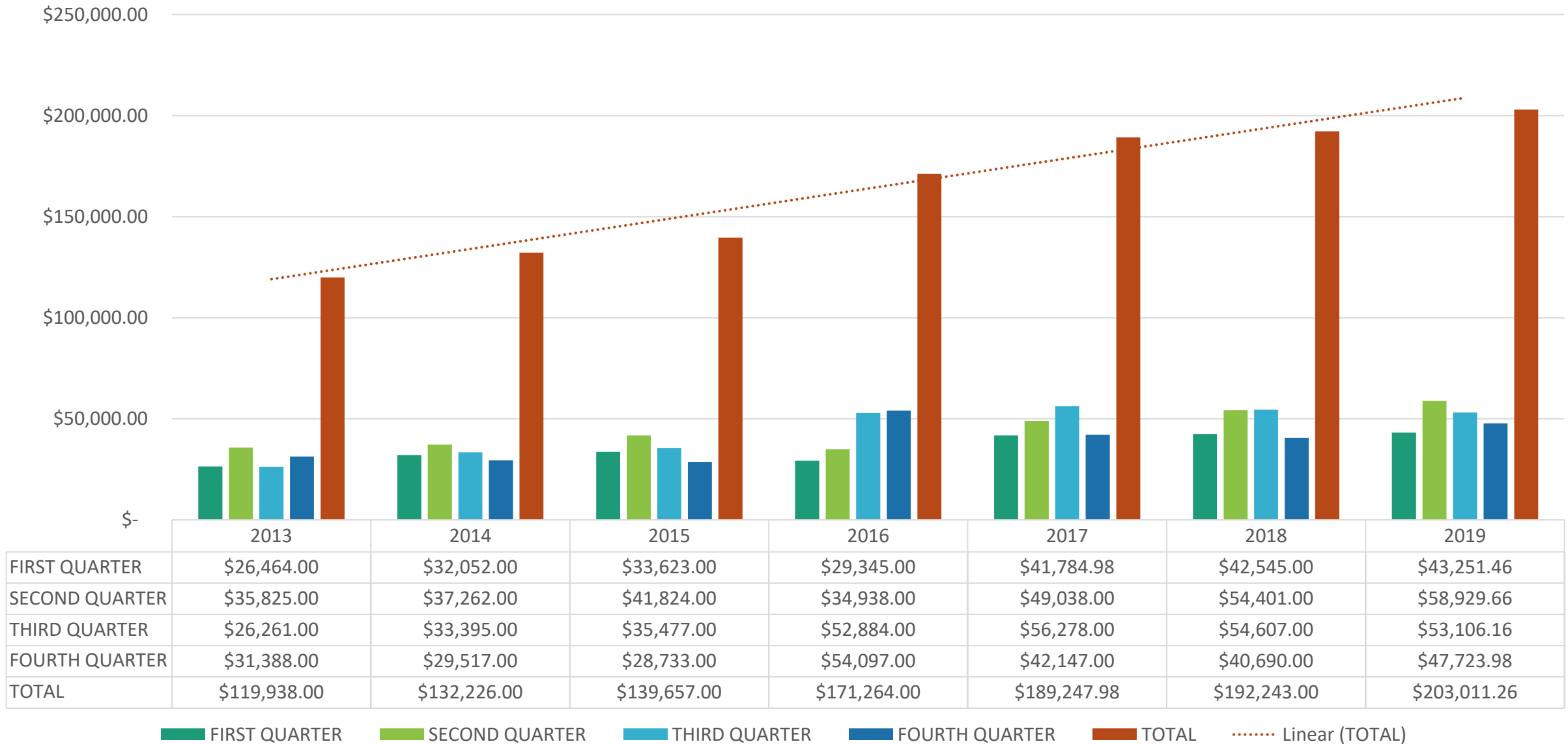
MARKET STREET QUARTERLY 2013-2019



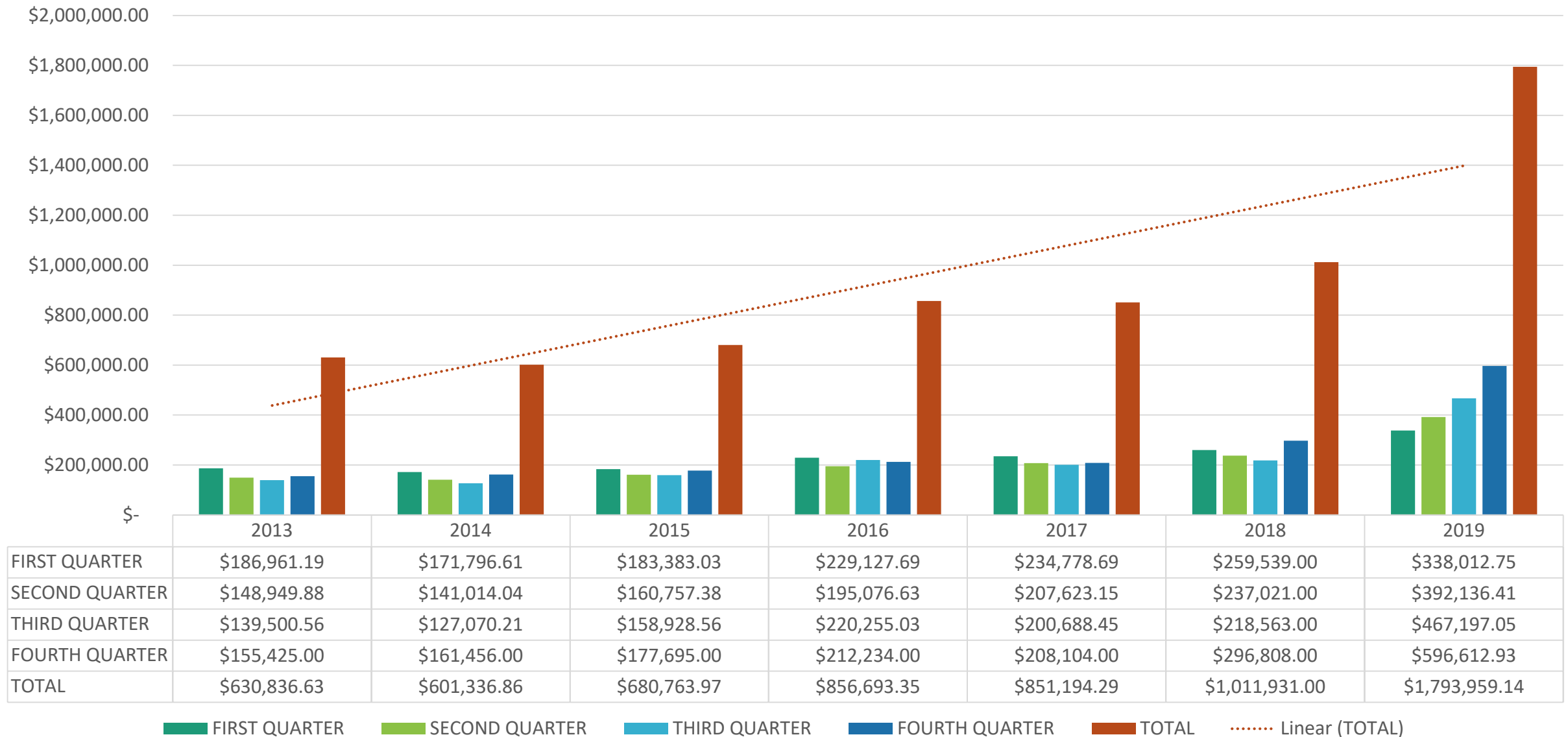
HIGHWAY 6/GRAND AVE. QUARTERLY 2013-2019



EAGLE RANCH QUARTERLY 2013-2019



OTHER AREAS QUARTERLY 2013-2019



Lower Basin Water Treatment Plant

Project Progress Report – February 11th, 2020

SAFETY

Total manhours worked to date = 65,000+

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

SCHEDULE

Project schedule update provided to team on February 07, 2019

Notice to Proceed: 17 August 2018	<u>Original Contract</u>	<u>Current Contract</u>	<u>Forecast</u>
Total Contract Time	731 Days	874 Days	874 Days
Substantial Completion Date	11 July 2020	01 December 2020	01 December 2020
Final Completion Date	11 September 2020	01 February 2021	01 February 2021

PROJECT FINANCIALS

Payment Application #19 submitted and approved.

Preconstruction Contract Amount	\$638,062
Original Construction Contract Amount	\$22,938,752
Change Orders Approved to Date (CO's 1-9)	\$1,137,053
Overall GMP Including Approved CO's	\$24,075,805
Change Orders Approved to Date	1-10
Payment Applications Submitted	19
Amount Billed to Date	\$9,397,421

PROJECT UPDATE SUMMARY

- Water proofing install Treatment Building Basement Upper 6' 4"
- Begin install of Structural Masonry at WTPB
- Water Testing in Chlorine Contact Basin.
- Backfill Water Treatment Building
- Winter Protection

PLANNED ACTIVITIES FOR THE NEXT 4 WEEKS:

- Install Brick Ledge for Masonry Veneer install
- Backfill Water Treatment Building
- Water Test Membrane Basins, Flocc Basins, and Sed Basins
- Continue Install of Structural Masonry
- Winter protection

PROJECT PHOTOS – SEE NEXT PAGE

PROJECT PHOTOS

Structural Masonry Install 2-05-20



Residual Sludge Pumps 2-05-20





To: Mayor and Town Board of Trustees

From: Brandy Reitter, Town Manager

Date: February 11, 2020

Agenda Item: Public Investment Fee (PIF) Waiver Request

REQUEST:

Staff is requesting that the Board of Trustees review a request for a PIF waiver for 241 Broadway Street.

INTRODUCTION:

In 2007, the BOT approved a PIF waiver associated with permit #3218. Included in the permit was the installation of 2 sinks that were never installed. At the time, it triggered a PIF requirement. The permit was completed, and a certificate of occupancy was issued by the town. The applicant applied for a new permit and traps are now required for the sinks that were never installed. The Building Department determined that this would require a PIF payment. The applicant has already acknowledged the requirements and paid the fees associated with the new permit. She is now requesting those fees be refunded. Staff instructed the applicant to make a request to the BOT for fee waivers. Staff's position is to not waive PIF on behalf of the BOT. Attached is the communication sent to the applicant explaining town's position. The applicant will be present at the meeting.

ANALYSIS:

Included with this memo is the rationale for retaining the fee:

- The 2007 fee waiver was associated with a prior permit that was closed and completed
- The improvements were never installed
- The improvements in the new permit have different requirements that didn't exist in 2007
- New requirements require a PIF

COMMUNITY INPUT:

Public input isn't required.

BUDGET / STAFF IMPACT

There is a budget impact. PIF funds maintenance required to provide water and sewer services to the community. The impact to the budget is \$7,703.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

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

Sound Planning and Appropriate Investments

PIF payments ensure that there is a reliable funding mechanism for infrastructure necessary to provide water and sewer services. Fee waivers result in increases to all rate payers. Rate payer subsidies result in inequities and make it challenging for town to fund operating and maintenance requirements.

RECOMMENDED ACTION OR PROPOSED MOTION:

1. Motion to **Approve** or **Deny** a request to waive PIF requirements for 241 Broadway.

ATTACHMENTS:

- Town PIF requirement communication letter



January 30, 2020

Wendy S. Sacks
Wendy S. Sacks Trust
241 Broadway Street
Eagle, CO 81631

**RE: Reimbursement of Plant Investment Fees (PIF):
Permit Application #5001 (Dated December 19, 2019)**

Dear Mrs. Sacks,

The Town of Eagle has reviewed your reimbursement request of the Plant Investment Fee (PIF) in the amount of \$7,703.20. The PIF fees were collected in order to complete the proposed office units on the second story at 241 Broadway Street, Eagle, CO. Based on our review, The Town of Eagle has denied your request for reimbursement for the following reasons:

- All fees, to include but not limited to: Plant Investment and dedication fees; were waived by the Town of Eagle in 2007. The waiving of these fees was outlined in Permit #3218, issued April 30, 2007. The waiving of these fees is no longer applicable as they were associated with Permit #3218. That permit was closed once the original building Certificate of Occupancy (CO) was issued.
- Tenant improvement applications dictate a new building permit be issued in order to ensure compliance with current building codes. Fees associated with the new permit is collected at the time of the tenant improvement application. Once the improvements have been completed and inspected, a Certificate of Occupancy will be issued to close-out the permit.
- To date, all required permitting fees associated with Permit #5001 have been collected.

Please feel free to contact me directly with any questions concerning this determination.

Sincerely,

M.F. Hall, IV, PE
Engineer Consultant
Town of Eagle



To: Mayor and Town Board of Trustees

From: Brandy Reitter, Town Manager

Date: February 11, 2020

Agenda Item: Sustainability Initiatives

REQUEST:

Staff is requesting that the Board of Trustees review current and possible sustainability initiatives.

INTRODUCTION:

On January 28, the Board of Trustees requested that staff follow up on possible sustainability initiatives. Based on staffing and financial resources, the town budgets each year for projects that improve efficiency. Staff also participates on various Climate Action Collaborative (CAC) committees and applies best practices to the organization. The attach document includes a list of past, current, and future projects the town could considered for sustainability projects.

ANALYSIS:

There are 7 areas the CAC focuses on. Those a provided below:

1. Education and Outreach
2. Commercial Building
3. Waste and Landfill
4. Residential Building
5. Transportation and Mobility
6. Energy Supply
7. Water (NEW IN 2020)

The CAC's efforts and strategies give the town the tools to implement sustainability efforts without reinventing the wheel.

Staff has provided possible projects for the BOT to consider. Many of these initiatives require financial resources that are not included in the 2020 budget.

COMMUNITY INPUT:

Public input isn't required.

BUDGET / STAFF IMPACT

Funds for 2020 projects are budgeted. Any additional initiatives will require staffing resources.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

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

Protecting Public Health, Safety and the Environment – Town's sustainability projects assist with improving the environment. Waste diversion, LED light conversions, water conservation and quality are areas that help protect the environment. Participation in the CAC helps the town identify strategies so that projects are included in the budget that the board approves.

RECOMMENDED ACTION OR PROPOSED MOTION:

Action is not required.

ATTACHMENTS:

- Town of Eagle's Sustainability Initiatives

Town of Eagle Sustainability Initiatives

The town is actively involved in the Climate Action Collaborative (CAC). Their strategies help guide the work and proposals that are included in each budget. Provided below are the sectors that CAC focuses on.

CLIMATE ACTION COLLABORATIVE SECTORS

1. Education and Outreach
2. Commercial Building
3. Waste and Landfill
4. Residential Building
5. Transportation and Mobility
6. Energy Supply
7. Water (NEW IN 2020)

Broken out are the strategies that the town has funded and 2020 projects. List are items that the board could consider in the future if there is support. Sustainability is led by public works.

GENERAL

Existing Initiatives

- Sustainability Coordinator position created 2008

2020 Initiatives

- Getting to Zero Event
- Set Water Goals (2017 to 2023)
 - Improve water use efficiency by reducing normalized systemwide water use by 10%.
 - Reduce the percentage of water used outdoors from 70% to 60% during peak summer months of June through August.

Future Considerations

- Set Goals
 - Climate Action Plan (CAP) Greenhouse Gas Emissions Reduction
 - 25% by 2025
 - 50% by 2035
 - 70% by 2045
 - 80% by 2050
 - Vail Resorts
 - 50% Emissions by 2025
 - 50% Waste to Landfill by 2025
 - Zero Net Emissions by 2030 (Vail Resorts)
 - Zero Waste to Landfill by 2030 (Vail Resorts)
- Track current progress
- Land Use Code language for sustainability (all sectors)
- Hire full time employee
- Actively Green Certification

EDUCATION AND OUTREACH

Existing Initiatives

- Holy Cross Energy Event @ Bonfire Brewery
- LED swap for coworkers & Town Clean Up Day
- Staff education
- Partnerships

2020 Initiatives

- LED swap for coworkers & Town Clean Up Day

Future Considerations

- Climate Action Plan Strategies
 - *Use social-science research on climate change communications and education to inform strategies*
 - *Create a climate action 'tool kit' to share throughout the community*
 - *Develop a cross-sector Eagle County climate education team and education plan to reach all ages and demographics in Eagle County. Include Eagle County Schools, private K-12 schools, Colorado Mountain College, Walking Mountains Science Center, and other partners*
 - *Create a county-wide marketing campaign to raise awareness to engage the community in projects and programs - Include regular announcements through e-newsletters and social media*
 - *Ensure community equity so that climate action is all-inclusive and provides equitable social, economic, and health benefits.*
 - *Utilize special event platforms to share messages, provide resources, and engage participants in behaviors such as zero waste events and bike-to-work days*
 - *Incorporate soil-health education to improve carbon sequestration and engage the community in stewardship*
 - *Expand and enhance existing educational programs:*
 - *Actively Green sustainable business training and certification program*
 - *Energy Smart Colorado energy efficiency coaching for homeowners, businesses, contractors, and realtors*
 - *Colorado Mountain College Certificate in Sustainability Leadership and Bachelor of Arts in Sustainability Studies*
 - *Eco-Schools program for K-12 schools, supporting student learning and measurable GHG reduction through energy education and behavior change at schools*
 - *Colorado State University Extension Service programs and resources*

COMMERCIAL BUILDINGS

Existing Initiatives

- Pavillion furnace, insulation, and sealing of building
- LED lights in 95% of town facilities
- Energy efficiencies at buildings and especially wastewater treatment plant
- LED Streetlights 25% complete

2020 Initiatives

- Benchmarking program:
 - Wastewater Treatment Plant
 - Town Hall
 - Public Works
- Continue LED Streetlights (approximately 500 total)
- Finalize LED in all facilities

Future Considerations

- Insulate and air sealing
- LEED certified buildings
- Occupancy sensors
- Finalize LED streetlights
- Climate Action Plan Strategies
 - *For existing commercial buildings, expand the Energy Smart Colorado energy efficiency program and incentives in order to reduce GHG emissions in 25% of all commercial buildings in Eagle County by 2025, 50% of all commercial buildings by 2035, and 100% by 2050*
 - *Provide support and incentives for buildings over 10,000 square feet to measure and track their energy use through CLEER's Energy Navigator, the Energy Star Portfolio Manager, or other energy monitoring tools*
 - *For new and newly remodeled commercial buildings, adopt "above building code" standards and incentives, including "net zero" codes that are consistent across jurisdictional boundaries throughout Eagle County*
 - *Promote and incentivize efficient use of water*
 - *Continue partnerships with local energy utilities in order to leverage for more economic incentives*

WASTE AND LANDFILL

Existing Initiatives

- Curbside recycling
- Recycle Drop-Off Center is model in the valley
- Yard Waste facility is a model in the valley
- Zero Waste Events
- Clean Up Day
- Textile recycling drop-off
- Food waste drop-off

Note: Town has provided our citizens the opportunity to divert approximately 80% of material from landfill.

2020 Initiatives

- Zero Waste Events \$12,750
- Expand yard waste facility
- Clean Up Day – expand to include HHW \$5,000
- Trash / Recycle containers in facilities and around town.

Future Considerations

- Equal Space Ordinance
- Pay as You Throw
- Curbside food waste
- Expand town curb-side customers recycling requirement to all Town of Eagle
- Plastic/paper bag ban/charge
- Styrofoam ban
- Audits
- Town operations paperless
- Employee composting
- Climate Action Plan strategies:
 - *Divert 30% of organics currently landfilled by 2030 through increased composting infrastructure and services*
 - *Support sustainable purchasing policies and practices and incorporate supply chain management systems*
 - *Add new programs and infrastructure to increase recycling and composting in public areas that are currently deficient, and address hard-to-recycle items like, construction waste and mattresses*
 - *Support and incentivize recycling and composting services for multi-family buildings which often face challenges, such as high resident turnover and contamination of recycling containers*
 - *Integrate local waste diversion plan and solutions with the 2016 Colorado Integrated Solid Waste & Materials Management Plan, designed to provide guidance, cost analysis, strategies, and recommendations to communities and local governments*

RESIDENTIAL BUILDING

Existing Initiatives

- Building Code

2020 Initiatives

- Building Code 2015 IBC, IRC, and Energy Code

Future Considerations

- Building Code 2021 (adoption 2022)
- Support Energy Smart Colorado ≈\$5,000/year
- Above Building Code
- Climate Action Plan Strategies
 - *For existing residential buildings, expand the local Energy Smart Colorado energy efficiency program and incentives in order to reduce GHG emissions in 25% of all residential buildings in Eagle County by 2025, 50% of all residential buildings by 2035, and 100% by 2050*
 - *Provide support and incentives for rental units to be updated with energy efficiency improvements*
 - *For new residential buildings, adopt “above building code” standards and provide incentives, including “net zero” codes, that are consistent across jurisdictional boundaries throughout Eagle County*
 - *Update Eagle County Eco-Build mitigation fees to include all energy-use for large homes over the average Eagle County home size of 3,700 sq. ft., not just offsetting heated exterior surfaces and pools*
 - *Promote and incentivize efficient use of water in interior and exterior of residential buildings*
 - *Continue partnerships with local energy utilities in order to leverage more economic incentives*

TRANSPORTATION AND MOBILITY

Existing Initiatives

- Roundabouts
- Pedestrian trails
- Sidewalks
- Bus stops
- Park-n-ride
- Electric lawn mower in roundabout

2020 Initiatives

- Electric lawn mower at roundabouts/parks \$2,200
- Employee carpool
- Supporting valley carpool campaign
- Support bus campaign

Future Considerations

- Town supports Eagle County bike share program
- Commuter bus/shuttle between Eagle Gypsum partnership
- Carpool for employees
- Bus passes for employees
- Incentivize walking / biking to work for employees
- Install charging stations at all town facilities
- Electrify fleet in the next 5-10 years
 - Police
 - Public Works
 - Buildings and Grounds
 - Community Development
- Pedestrian trail improvement (signage/striping) to be electric bike/scooter path friendly
- Electric car rebates
- Electric bike rebates
- Roundabouts
- Bus stops
- Support free bus
- Climate Action Plan Strategies
 - *Reduce GHG emissions 10% below 2014 levels in the transportation and mobility sector by 2025 - consider FREE bus service and expanded services throughout the county*
 - *Continue to pursue rail transit opportunities to utilize the existing railroad tracks from Dotsero to Leadville*
 - *Expand the network of electric vehicle charging stations and promote state and federal incentives for purchasing electric vehicles*
 - *Incentivize and encourage multi-modal transportation, including park-and-ride locations and safe county-wide bike commuting paths and lanes*
 - *Strive for compact mixed-use communities and land-use patterns with affordable workforce housing in close proximity to job centers to enable walking, biking, and transit*

ENERGY SUPPLY

Existing Initiatives

- LED program

2020 Initiatives

- Holy Cross Energy Powered by Renewable Energy customer ≈\$27,000
- LED streetlights continue

Future Considerations

- Solar at:
 - Public Works \$180,000
 - Information Center ≈\$40,000
 - Pavilion ≈\$50,000
 - Art Studio ≈\$40,000
 - Town Hall ≈\$100,000
 - Town Park ≈\$30,000
- Cut the gas cord phasing plan
- In-line hydro technology
- Community solar farm
- Climate Action Plan Strategies
 - Create more financial resources and incentives and increase the capacity of exterior energy offset programs within the Eagle County community (examples: Eagle County EcoBuild Program, Avon Exterior Energy Offset Program, and Aspen Renewable Energy Mitigation Program), and strive for consistency across jurisdictional boundaries
 - Research feasibility of local and regional locations for community solar arrays
 - Encourage utilities to set aggressive goals to reduce their GHG emissions and transition over time away from coal-fired power production

WATER

Existing Initiatives

- Water Rate Conservation
- Town parks have smart clocks which is linked to a SCADA system
- Water Efficiency Plan commenced
- Source Water Protection Plan commenced
- Smart water meters

2020 Initiatives

- Update Municipal Code
 - Water meter for each parcel instead of each lot
- Water Efficiency Plan is almost completed
- Source Water Protection Plan is almost completed
- Continue Water Quality Action Plan
- Smart water meters commence
- Xeriscape opportunities – Market Street roundabout \$15,000
- Water Conservation Model - Town Hall \$25,000
- Town partner in CAC Water working group

Future Considerations

- Smart Water Meters – continue
- Xeriscape – continue
- Water Conservation Model – Pavilion, Art Studio, Public Works, Old Town Hall, Park Bathrooms