



**Economic Vitality Committee**  
**Thursday, December 11, 2025, 3:30 PM**  
***Off-Site Meeting: The Collective on Second***

*This agenda and the meetings can be viewed at [www.Townofeagle.org](http://www.Townofeagle.org).*

**PUBLIC WIFI – Town of Eagle Public WiFi**

**MEETING ACCESS**

- a This is an in-person meeting only.

**CALL TO ORDER AND ROLL CALL - 3:30 PM**

**APPROVAL OF MINUTES**

- a Minutes dated October 9, 2025

**STAFF & OTHER UPDATES**

- a Chamber and DDA Updates (as appropriate)
- b Town Manager and Department Updates
- c Q3 2025 Sales Tax Report

**BUSINESS & DISCUSSION ITEMS**

- a Business Advancement Program (BAP) Update
  - 1. Final Review and Comments on Documents Package
  - 2. Next Steps
- b Digital Dashboard and Mobility Data
- c Coordination of a Developer/Builders' Forum

**FUTURE AGENDA ITEMS**

- a EVC Progress Update for Town Council in February

**ADJOURN**

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

Nikki Davis  
Economic Development & Housing Specialist

**Call to Order:** 1:00 PM

- **Roll Call:**
  - **Members Present:** Eric Eves, Mick Daly, Kim Fritzler, Christina Hofman, Bryan Woods
  - **Members Absent:** Kim Goodrich, Matt Felser, Joel Wallen
  - **Staff:** Nikki Davis, Peyton Heitzman, Kira Koppel
  - **Guests:** Michelle Morgan (Chamber), Scott Schlosser (DDA)
- **Chamber Updates:** The Chamber's Business Advocacy Committee is conducting a survey targeting both members and non-members to assess business needs, focusing on services, education, and promotion, with results to be shared at a future Chamber Mixer.
- **Downtown Development Authority Updates (DDA):** The DDA has a board vacancy and are accepting applications until October 31.
- **Planning Department:**
  - The Planning Commission is now fully staffed, and the department is in the process of selecting a vendor for a new integrated building and planning software system, with updates to be included in the upcoming council packet.
  - Upcoming Code Amendments: Community Development is preparing minor code amendments, with the first round scheduled for October 21st, and details available on the town's active land use page.

**Business Items:**

- **Grant Program Workshop and Guidelines Development:** Committee members conducted a detailed workshop to refine the new business grant program, discussing guidelines, application processes, scoring rubrics, eligibility, and lessons learned from previous DDA funding cycles.
  - **Administrative Oversight and Council Involvement:** Nikki clarified that the grant program is considered an administrative function and will keep the Council informed about the launch timeline.

- **Application Window and Promotion:** The group debated the optimal application window, settling on a 45-day period to allow for adequate promotion and education, with the goal of launching in January.
- **Guidelines and Barriers to Entry:** Members discussed balancing simplicity and rigor in the application process to ensure quality submissions, considering requirements such as visual plans, cost estimates, and the need for a one-to-one funding match to encourage private investment.
- **Eligibility, Matching Funds, and Award Caps:** The group agreed on a \$10,000 maximum award cap and debated setting a minimum (suggesting \$3,000), with a one-to-one match required but excluding sweat equity as a match. They also discussed tracking applicants' prior funding from the town or DDA over the past five years.
- **Housing Stipend Component:** The committee examined the complexities of including a housing stipend, considering requirements such as proof of a 12-month lease, AMI thresholds, and whether to tie stipends to deed-restricted properties, ultimately deciding more research and refinement are needed.
- **Ineligible Projects and Exclusions:** The committee reviewed and updated the list of ineligible projects, explicitly excluding commercial rent, lease, mortgage payments, and financial/banking fees.
- **Scoring Rubric and Evaluation Criteria:** The team worked to align the scoring rubric with strategic goals, adjusting point allocations to prioritize feasibility and impact. The section of bonus points for sustainability-focused improvements will need to be refined.
- **Application Form and Presentation Process:** The application form was reviewed to ensure it collects sufficient narrative and data for decision-making, with a requirement for applicants to present a five-minute pitch followed by a Q&A, and a warning to specify restrictions on marketing funds to prevent misuse.
- **Award Cap Reconsideration:** The committee revisited the \$10,000 award cap, debating whether to increase it to \$20,000 to accommodate larger projects, recognizing the need to balance impact with available budget and the risk of over-concentration of funds.

- **Upcoming Code Amendments:** Community Development is preparing minor code amendments, with the first round scheduled for October 21st, and details available on the town's active land use page.
- **Community Engagement with New Ice Rink:** The committee discussed the imminent opening of the Rodeo Rink, its potential to attract visitors and boost local business, and strategies for merchants to engage hockey families, including coordinated marketing and grant-supported promotions.
- **Committee Membership Update:** The committee agreed to invite Kelly Herzog to rejoin the Economic Vitality Committee after her plans to move changed, with the formal action to be included on the next agenda and no objections raised by members.

**Adjourn:** 3:00 PM

**Follow-up tasks:**

- **Business Survey Results Sharing:** Share the results of the upcoming business needs survey with the Economic Vitality Committee once available. (Michelle, ECC)
- **Kelly Herzog Committee Reinstatement:** Add the proposal to reinstate Kelly Herzog to the next meeting agenda and instruct Nikki to proceed with the invitation if there are no objections from the committee. (Nikki)
- **Housing Stipend Grant Research:** Research how other communities have structured housing stipend elements in similar grants and report findings to the committee for further discussion. (Nikki)



## Town Manager's Final Report

*Reflections on the 2026 Budget & Eagle's Path Forward*

Mayor, Council Members, and Staff Members,

As I prepare to conclude my service as your Town Manager, I find myself reflecting deeply on the journey we have taken together and on the many ways this community has grown, strengthened, and defined its future. Serving Eagle has been one of the greatest honors of my professional life. I am profoundly grateful for the privilege of working alongside such talented, caring, and committed public servants. The dedication and integrity you bring to this organization have shaped my experience in ways I will always carry with me.

Over the past decade, Eagle has experienced meaningful growth and thoughtful transformation. Our community prioritized sustainability, advanced affordable housing partnerships, strengthened public communications, broadened community engagement, and invested in economic development and other outward-facing initiatives that reflect both the values and the needs of our residents. These investments have added vibrancy, expanded access to services, and elevated our long-term vision for what Eagle can become.

At the same time, it is essential to recognize that these newer initiatives stand for only a small portion of our overall organizational effort and funding. The vast majority, at least ninety percent, is dedicated to foundational municipal services: public safety, public works, utilities, infrastructure maintenance, permitting, elections, licensing, regulatory compliance, finance, IT systems, and human resources. These core services are not always visible, but they are essential to protecting public health, safety, and well-being, and to supporting the quality of life we all value. New initiatives do not replace this foundational work; they build upon it and rely on a strong operational base to succeed.

As you look toward 2026 and beyond, the financial environment surrounding these services is shifting. For many years, strong revenue growth, particularly in sales tax, allowed the Town to expand services, increase staffing capacity, and pursue new community priorities. That period of rapid growth has now moderated. Sales tax revenues have stabilized, development-related revenues have softened, and policy decisions such as the flavored tobacco ban will further reduce annual revenues beginning in 2026. Meanwhile, the cost of delivering municipal services, especially personnel, benefits, technology, and professional services, continues to rise faster than the revenues that support them. The 2026 draft budget began with an operating shortfall of approximately \$440,000, before even accounting for capital transfers, signaling not a temporary challenge but a structural imbalance between recurring expenses and recurring revenue.

Before final budget adoption, Town staff worked professionally and diligently to make difficult but necessary decisions to reduce recurring operating expenses. This included prioritizing essential budget requests and ending several full-time positions through vacancies and attrition. These measures allowed

us to present a balanced budget for 2026 and take meaningful steps toward long-term financial sustainability.

This moment requires continued thoughtful leadership and disciplined financial stewardship. The next phase of Eagle's fiscal journey will require slowing the pace of new commitments, protecting core services, carefully evaluating staffing levels, and ensuring that recurring costs do not grow faster than needed and dependable revenues to support them. Exercising discipline within the current revenue structure rather than relying on temporary or optimistic projections will create the financial space necessary for future investments when the timing and resources align. Doing so will preserve the Town's ability to advance key priorities such as housing, economic vitality, sustainability, quality-of-life initiatives, and essential infrastructure improvements, while keeping the organizational capacity that supports daily operations.

To the newly elected Mayor and Town Council, and to those continuing your service, you have the opportunity to guide Eagle into a new era of financial resilience. You are supported by a skilled and dedicated team of professionals who stand ready to help you achieve your policy goals. I ask that you continue to prioritize the fundamentals: support the staff who deliver essential services; keep the systems and infrastructure that allow the Town to run effectively; and pace new initiatives to preserve long-term flexibility rather than constrain it. These decisions may not always be easy or widely celebrated, but they will ensure Eagle stays strong, resilient, adaptable, and well-positioned for the present and future.

Ultimately, your responsibility as public servants is not only to the residents and guests we serve today, but to those who will call Eagle home long after we have moved on. By learning from recent growth, recognizing the flattening of key revenues, and practicing restraint while making wise, intentional investments, Eagle can continue to thrive responsibly, sustainably, and with purpose.

Thank you for allowing me to be part of this chapter. I leave with deep gratitude, pride, and respect for every person who contributes to making this community what it is. Eagle's future is bright, and I look forward to cheering on the next chapter from the other side of the dais.

With respect and appreciation,

*Larry Pardee*  
Town Manager,  
Town of Eagle



To: Mayor and Town Council  
From: Larry Pardee, Town Manager, and Department Leads  
Date: December 9, 2025  
Re: Department Updates for November 2025

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**November 2025**

## **ASSISTANT TOWN MANAGER**

### **STAFF AND DEPARTMENT SUPPORT:**

Melissa has spent the majority of November finalizing election materials and results while the Town Clerk is on leave, coordinating final reporting for all candidates and welcoming the newly elected officials. In addition to this administrative work, she has been focused on the upcoming transition to Interim Town Manager upon Larry's departure in mid-December. Melissa has also continued to support the Assistant Town Manager team, wrapped up year-end Development Plans (performance reviews) and provided oversight in other departments.

- Worked on transition planning for the Town Manager position.
- Provided personnel support for staff and HR, including serving as acting HR Manager while staff were on medical leave.
- Continued to provide support as Acting Town Clerk with immense support from Nikki Davis.
- Coordinated new Council swearing in, onboarding and training.
- Coordinated farewell for outgoing council members and Town Manager.
- Assisted with the transition and move-out of a staff member from employee housing.

### **Park Planning Updates:**

#### **Haymeadow Trailhead Park**

- Norris Designs has completed the community engagement stage, which included an online survey and 2 in-person events where feedback was gathered from residents.
- The design team, Haymeadow team and staff met to review the results and then also met with the design advisory committee. Initial design concepts will be presented in the coming months to the teams and then presented to Council.
- As a point of education for new Council Members – The Haymeadow Trailhead Park design and build is being funded by the Haymeadow development group and will be owned and managed by the Haymeadow Metro District. It will be a public park for use by the whole community. This will be a large park with multiple amenities for all ages and abilities.

## **ECONOMIC DEVELOPMENT**

November 2025

*Please refer to the Economic Development Staff Report in this packet.*

## **HOUSING**

November 2025

### **Local Planning Capacity Grant: Incentive Award**

- Following the successful close-out of the Affordable Housing Accelerator Project (AHAP), staff submitted the proposed Fast-Track Development Review Process (the Eagle Express Lane) to DOLA for compliance review. DOLA has formally approved our process. Because the Town adopted the Fast-Track procedures before December 31, 2025, Eagle automatically qualified for the \$50,000 Incentive Award available under Proposition 123's Local Planning Capacity Grant.
- In January, staff will present a short list of recommended Housing and/or Planning initiatives that could be supported by this award and will seek the Council's direction on which qualifying project(s) to pursue. The Town will have one year to utilize the funds.

### **Employee Housing Survey**

- Staff is facilitating a short Employee Housing Survey to assess near-term housing needs and to gauge interest in available units within the Town's employee housing inventory. The survey also asks what types of housing support or rental opportunities would best meet the staffs' needs if our current inventory is not a fit. Results from these periodic surveys will help guide decisions related to corporate leasing options, potential acquisitions, and overall program development.
- Current employee housing inventory:
  - Town Owned:
    - Founders Place Condos: (1x) 2-bed, 2-bath unit – Partially occupied.
    - 7 Hermits Condos: (2x) 1-bed, 1-bath units – Acquired December 2025. Both are vacant.
  - Corporate Lease:
    - The Overlook Apartments: (1x) 2-bed, 2-bath unit – Leased until January 2027. Vacant as of Nov. 15, 2025.

## **SUSTAINABILITY**

November 2025

### **Energy Efficiency & Electrification**

- The Town used accounting firm McMahan & Associates to finalize our first ever federal tax filing for Elective Pay Credits for our 2024 solar array project. We anticipate receiving \$911,755 back from the IRS in the form of a check. Staff is working to determine if funds can be reserved for future sustainability projects, though we do not have a clear timeline on when the check will be received.
- The Climate Action Collaborative Buildings & Energy Supply group has been working on developing an off-season heat pump incentive program. This program would take advantage of the lighter workload local HVAC companies have in the winter and work to schedule installs during those times with homeowners whose gas furnaces are in need of replacement. The group will continue to work on ways to reduce the cost of heat pumps locally in order to promote this critical climate solution.

### **Sustainability Advisory Committee (SAC)**

- The SAC met on November 12<sup>th</sup> for their Q4 meeting. The group determined new leadership for 2025, with Kira Koppel serving as temporary chair, Gerry Lopez as vice chair, and Gina McCrackin as notetaker/scribe. We reviewed our progress in implementing the net zero action plan, discussed upcoming opportunities, and the 2025 sustainability budget outlook. [Meeting details will be published to this page in the future.](#)

### IMPACT Accelerator Regional Grant Application

- [The regional IMPACT Accelerator Grant](#) Letter of Intent was submitted on 11/10 by lead applicant Aspen. This will support implementation of Step B of the [Regional Net Zero Roadmap](#) across Eagle and Pitkin Counties by including ample resources for staff training, community education, home energy rebate funding, and possible development incentives. We should know by January 15th if our cohort is invited to apply for the full grant.

### Waste

- Staff has submitted an interest form for Recycling Reimbursement through the Circular Action Alliance. Reimbursement will be available for residential recycling costs thanks to [Colorado’s Extended Producer Responsibility Law](#). Producers of paper and packaging that is sold in Colorado will assume financial responsibility for the recycling and end-of-life management of that packaging. This allows for service providers, like the Town of Eagle, to be reimbursed for up to 100% of the net costs of recycling services. This means the town can apply for reimbursement of our residential recycling rate. Staff is working to determine how long the reimbursements will last and what our options are for residents. These could include lowering waste hauling rates or enhancing curbside services without increasing costs to residents. We are also eligible for outreach and education funding to support waste diversion throughout town. The soonest possible reimbursement is slated for June 2026.
- Staff is working with Pedogenic Solutions, LLC to ensure consistency between their town-funded project to increase curbside composting and town messaging and communication around waste diversion.
- Staff is continuing to follow up with Vail Honeywagon to investigate options for residents to include yard waste in their curbside compost bins and other ways we may be able to increase the convenience of recycling and composting without raising rates for all residents.
- Staff has been working with Eco-Cycle, a Colorado non-profit who received grant funding to assemble a toolkit for introducing a finished compost policy. This policy focuses on applying finished compost and mulch on town grounds to close the local waste loop and improve our local environment. More details will be shared in the coming months.

### Greenhouse Gas Inventory Update

- Staff continues to clean up the utility data in our Environmental Management System, [Energy Manager by Brightly](#). This will ensure accuracy before it is loaded into our greenhouse gas inventory to measure progress on our goals.

### Employee Engagement

- The Town Green Team hosted a Fall FEST event, bringing employees over to the Lower Basin Water Treatment Plant to tour the solar array, explore ideas for an employee garden, and test out the town’s electric vehicles. Shoutout to the water team for hosting us!



## SPECIAL EVENTS

## November 2025

- The town did not host any town-produced events in November.
- Town liaison for November events; BCES Cornhole Flannel Fest and Turkey Trot.
- Event preparation for December events includes WassailFest, Holiday Art Market, Jingle Jog, and Christmas on Broadway.
- Created Christmas on Broadway marketing collateral.
- Staff facilitated the 2025 Community Impact Award; solicited nominations, coordinated plaque and award for winner. Provided nominations to Council to make their selections via a ballot poll. The Mayor honored all nominees and announced the winner, Becky Burgess.
- Staff memo for Town Council to approve Community Grant Program Funding.
- Met with Kyler Forte and Vail Yeti Hockey coming to Eagle. Get your tickets early!
- Mountain Rec will have security staff for the games. Optimum events applied for a liquor license. Security will also help with parking management.
- Planning meeting with Public Works and Eagle PD to discuss the challenges in rerouting the direction of the Christmas on Broadway parade. This year the parade will travel from South to North on Broadway, staging at the Eagle County Building, ending at 2<sup>nd</sup> Street.
- Event prep for Christmas on Broadway; communication with the parade being re-routed.
- Weekly meetings with Ashley LaFleur, Communications Specialist. Discussions on promoting “Illuminate Eagle” at the Rodeo Rink and Eagle Pool & Ice Rink to drive hockey visitors to local businesses.
- Attended EagleARTS grand reopening at their new location on Broadway.
- Met with Erin Cook who is interested in the different Town advisory committees.
- Marketing responsibilities include; daily updates to eagleoutside.com, Hwy 6 sign, and Instagram.
- Employee Engagement included; Save the Date for the Employee Holiday Party, Employee newsletter
- Andy Clark and his group of volunteers started building the Eagle Outdoor Ice Rink on November 28.

## COMMUNICATIONS

- Social media posts in English and Spanish;
  - Repainting Fire Hydrants
  - Wayfinding Planning
  - Election Day Information
  - Haymeadow Trailhead Park Design
  - Christmas on Broadway
  - Veterans Day
  - Food Discussion Panel
  - Wildlife Ordinance Reminder
  - News Release – Town Announces Transition in Town Manager Leadership
  - 2025 Community Impact Award Winner
  - Open Space Trail Projects with VVMTA
  - Open Space and Trails Seasonal Closure Dates
  - Thanksgiving
  - Holiday Art Market
  - Phishing Scams
  - Certified Election Results
  - Jingle Jog 5K
  - Wassail Days
- Emails sent to staff when we post to social media

- Updates to townofeagle.org and Hwy 6 sign
- Updates to Eagle Airport digital sign
- Holiday Closure information in English/Spanish for Town Hall
- Produced WUI Code Timeline/FAQ Sheets
- Produced Eagle Today Newsletter
- Attended Community Engagement Events: E-Bike Survey Open House, Rodeo Rink Ribbon Cutting, Turniphead VVMTA Volunteer Trail Work, Eagle PD at Golden Eagle Senior Center

## INNOVATION TECHNOLOGY

November 2025

### Broadband update:

- 38 business/government subscribers, 129 residential subscribers, 10 new signups in October
- Broadband revenue generated last month: \$11,846.48

### Technical Operations:

#### Onboarding report:

- Tuwela Moore - Finance, 11/13/2025
- Edie Lengel - HR, 11/17/2025

#### Staff Training:

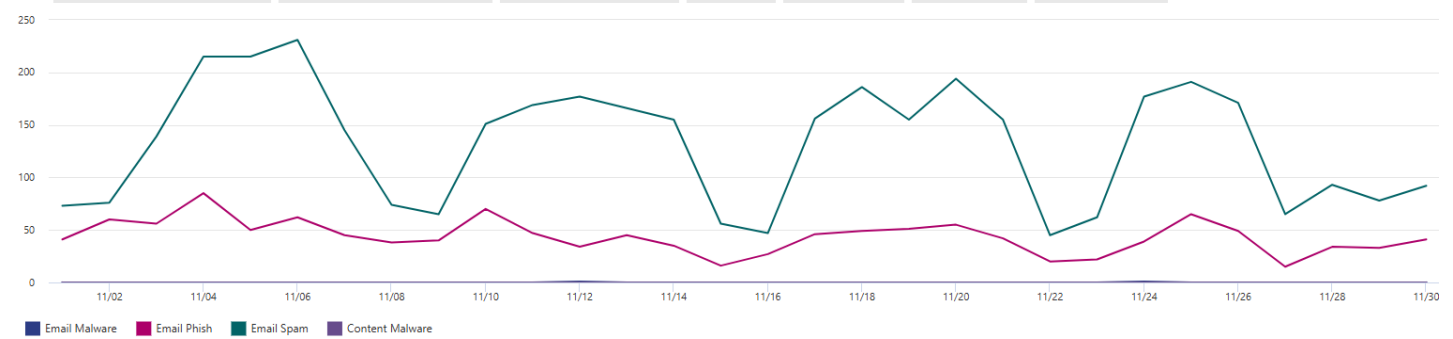
- IT staff attending Federated Wireless CPI online training in preparation for obtaining in-house certifications

### Email threat protection report:

#### Threat protection status

The Threat protection status report provides information about threats found prior to email delivery, covering relevant detection technologies, policy types, and delivery actions. [Learn more about this report](#)

Filters: Date (UTC): 11/1/2025-11/30/2025 Detection: Email Malware +3 X Protected by: MDO +1 X Tag: All X Direction: All X Domain: All X Policy Type: All X





**To:** Mayor Woods and Town Council  
**From:** Nikki Davis, Economic Development & Housing Specialist  
**Date:** December 9, 2025  
**Agenda Item:** Economic Development Initiatives Update

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Staff has prepared the following update regarding two major economic development initiatives currently underway: the Wayfinding Study & Implementation Plan and the upcoming Business Advancement Program. Both initiatives advance the Town’s strategic goals of supporting local businesses, enhancing visitor experience, strengthening downtown, and elevating Eagle’s sense of place. They are also core implementation actions of the 2023 Economic Development Plan. Together, these efforts move forward the Plan’s emphasis on placemaking, business retention and expansion, and creating a more resilient local economy.

These initiatives are in the final stages of development, and this memo is intended to orient the new Town Council to project status, progress to date, and next steps.

### **Initiative 01. Wayfinding Study & Implementation Plan.**

Following the award of a \$20,000 grant from the Colorado Tourism Office, the Town contracted with Michael Baker International to lead the Wayfinding Study, which began in August. The goal of this effort is to design a unified, updated, and functional signage system for the town. The project will create standards for gateway signage, vehicular and pedestrian navigation, trail connections, and district identity, ultimately improving mobility, strengthening aesthetic cohesion, and enhancing how residents and visitors move through and experience Eagle.

Michael Baker International is a nationally recognized planning and design firm with a deep Colorado presence and extensive experience working in mountain towns. Their project team, led by Kristin Cypher, has delivered built signage systems in communities such as Estes Park, Buena Vista, Granby, Leadville, and Mt. Crested Butte. Their blend of strategic planning, placemaking, and signage design expertise, paired with familiarity with Colorado’s regulatory environment and outdoor-oriented communities, made them a strong match for Eagle’s needs. Notably, Kristin is already familiar with Eagle, having contributed to the Broadway Streetscape Renovation approximately 20 years ago, giving her valuable historic context on our community.

The Colorado Tourism Office’s Tourism Management Grant supports infrastructure and planning projects that enhance visitor experience across the state. The grant provides up to \$20,000 with a 4:1 match requirement and must be used within a one-year timeframe. All work must be completed by April 30, 2026.

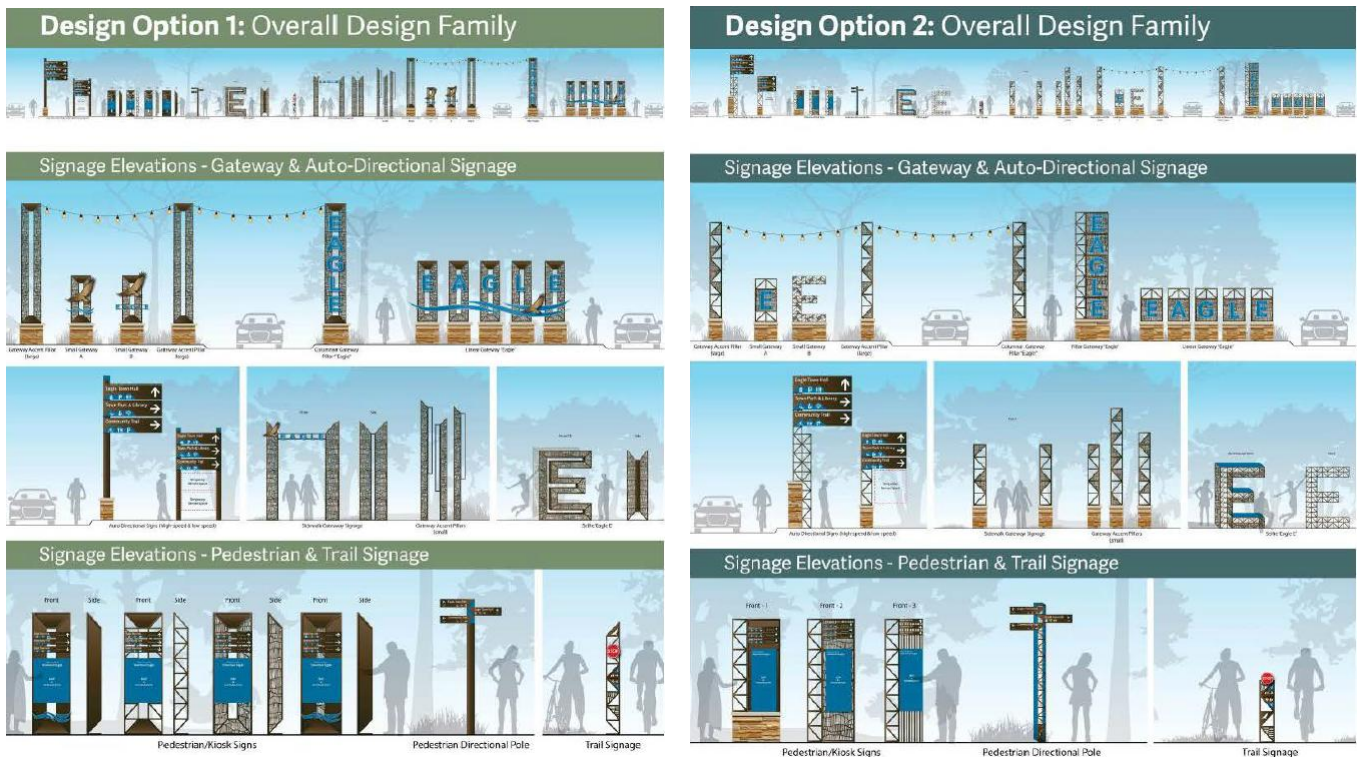
### Community Engagement

Since kick-off, the project team has engaged the community through a variety of touchpoints, including:

- ✓ Targeted advisory group and stakeholder discussions (MEAC, DDA, EVC, OSRAC, Public Works and Open Space, Eagle Ranch, Eagle County, and the Town of Gypsum)
- ✓ A preliminary community-wide survey
- ✓ In-person outreach and one-on-one stakeholder interviews
- ✓ Dot-voting activities at public events
- ✓ Field tours and hands-on design workshops

In addition to background research, the outreach process shaped both site priorities and preliminary design. We gathered preferences around materials, legibility, lighting, color palettes, iconography, and alignment with Eagle’s outdoor-oriented identity. Engagement with neighboring and overlapping jurisdictions also generated ideas for coordination and shared implementation.

### Preliminary Design Option 1 and Design Option 2:



### ***Current Phase***

The project is now in *Phase 3: Final Design and Ideas for Implementation*. The project team has prepared a full family of signage types, including daytime and nighttime variations, for community review. A final design survey is currently live through December 17, allowing residents to provide feedback on sign hierarchy, district colors, trail markers, and priority locations for installation.

### ***What the Project Will Deliver***

The project team will present the final Wayfinding Plan and complete project close-out with the Council in January. This effort builds on several planning documents including the Elevate Eagle Comprehensive Plan, Open Space & Trails Master Plan, Safe Streets 4 All Action Plan, and the CU Denver Mountain Summer Studio to ensure the final system is closely aligned with and supportive of Eagle’s broader community goals.

The final deliverable is intentionally implementation-focused: a system ready for engineering, fabrication, and installation. With a vetted implementation roadmap, the Town will be well-positioned to pursue phased installation as well as external funding and partnership opportunities.

As part of the FY 2026 Capital Improvement Fund, the Town Council approved \$70,000 to spur wayfinding improvements. Of that amount, \$15,000 is earmarked from the Open Space Fund and, if deployed, will be directed specifically toward Open Space-related wayfinding and signage elements.

### ***Footnotes***

- [Wayfinding Plan Project Page](#)
- [Wayfinding Final Design Community Survey](#)

## **Initiative 02. Business Advancement Program**

In partnership with the Economic Vitality Committee (EVC), staff are preparing to launch the Business Advancement Program (BAP), a town-wide incentive that supports Eagle’s emerging, expanding, and established businesses through one-to-one matching grants. The program is co-funded by a \$100,000 grant from the Colorado Department of Local Affairs’ (DOLA) Rural Economic Development Initiative (REDI) and \$20,000 in matching funds approved by the Town Council. A total of \$120,000 in project funding will be available. The BAP builds on the demonstrated success of the 2024–2025 Downtown Eagle Project Investment Program, administered by the Downtown Development Authority (DDA). This program was also supported through a REDI grant. At this time, the BAP is structured as a one-time Town initiative.

### ***Program Objectives***

The Business Advancement Program has been designed to:

- Support capital, operational and site improvements.
- Stimulate local economic activity and spur private investment throughout Eagle’s commercial hubs.
- Strengthen the local entrepreneurial ecosystem by funding training and skill-building opportunities that help businesses grow and innovate.
- Incentivize business projects and sustainability improvements that support the Town’s Net Zero by 2030 goals.
- Improve workforce attraction and retention by providing a dedicated housing stipend option that helps locals live and work in Eagle.

***What the Program Funds***

Eligible categories (based on draft guidelines) include:

- Interior and exterior building improvements
- Equipment purchases that expand production or services
- Technology enhancements
- Employer-matched workforce housing stipends
- Startup funding for new or expanded business offerings

***Projected Timeline***

- January 2026: The program will open with a 45-day application window. Staff will also amplify outreach and public communication to drive participation.
- April 2026: The EVC will serve as the review panel, evaluating applications and submitting funding recommendations to the Town Council for final approval.
- Spring/Early Summer 2026: Award announcements and grant agreements executed.
- 2026–2027: Project implementation and reimbursements.
- July 2027: DOLA grant contract ends.

***What Success Will Look Like***

Success will be defined by businesses feeling supported and able to take meaningful steps forward, whether improving their space, expanding services, or directly supporting their workforce. It also means seeing creative and sustainability-focused ideas move into action. Collectively, these outcomes will strengthen the business community and deliver visible benefits to residents, visitors, and Eagle’s overall economy.

***Footnotes***

- [DRAFT – Program Guidelines and Resources](#)
- [DRAFT – Scoring Rubric](#)
- [DRAFT – Application Form Outline](#)

## COMMUNITY DEVELOPMENT

November 2025

### Planning

#### **LONG RANGE PLANNING**

##### **ReCode Eagle – The Land Use and Development Code (LUDC) – [link to code](#)**

- Staff are reviewing and editing Chapter 4.17 Administration and Procedures to provide clarity to land use processes, correct omissions, resolve inconsistencies, and modify Section headings and references to be more searchable.
- Chapter 4.17 Status Update: staff have completed a full review of the chapter and provided input to legal counsel on updates needed to improve the administration of the LUDC. Legal has since returned a revised draft for the staff's review, which is underway. Staff plan to present draft text to the Planning Commission and Town Council in the coming months with the goal of adopting a revised chapter early next year.
- Staff are also preparing two miscellaneous Code Amendments to rectify small errors, omissions, and inconsistencies for adoption this year and will also bring forward a work session to discuss a few specific future Code Amendments.

### **WUI Code**

- Staff are actively engaged in the County-wide Wildland Urban Interface (WUI) Code update process, led by the Eagle County Wildfire Collaborative. This initiative involves collaboration with jurisdictions throughout the Valley to create a WUI Code that caters to our local needs.
- The WUI Code, formally known as the State Resilience Code, will support increasing the community's resiliency to wildfires by regulating exterior building materials to ensure they are fire resistant, enacting landscaping guidelines such as the Fire Free 5 that ensure there is not flammable material within 5 feet of the structure, and by ensuring landscaping standards support water-wise, native vegetation that is not highly flammable.
- Staff applied for and were granted free technical assistance from Headwaters Economics to navigate the State Resilience Code adoption process. Staff will be meeting monthly with a cohort of peer communities and with a consultant from Headwaters to discuss the Town's specific needs in this process over the next 6 months.
- Experts from the Eagle County Wildfire Collaborative will be presenting about this Code process at the September 2nd Planning Commission and at the December 9 Town Council meeting in advance of a joint work session on January 6. At this work

session staff will be seeking direction on how decision makers would like this Code update to look for Eagle.

- The Collaborative is also planning to meet with HOAs and other communities, in addition to Town staff, in advance of the January work session.

### **Administrative Manual**

- Staff has been continuing to work on an administrative manual to clearly communicate land use processes to the public. Staff will be posting resources as they're completed, e.g. how the use permit process works, on the Town's website. As this project continues staff will be engaging stakeholder groups like the EVC for feedback to ensure this manual is user friendly and is meeting the community need.

### **LAND USE APPLICATIONS IN PROGRESS**

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

### **Haymeadow Design Guidelines Update**

- This application has been deemed complete and staff is currently reviewing.

### **Haymeadow RMF-4A/5 Major Development Permit**

- Referral comments have been sent to the applicant and they are working through them.

### **Red Mountain Ranch, Parcel 1**

- Has submitted Preliminary Plan Review and Major Development Plan applications; applicant has resubmitted and staff is working through the second round of review and referrals.

### **446 Broadway**

- Has submitted a minor development permit application for a new mixed-use building. Developer's team reviewing referral comments, applicant resubmittal TBD.

### **1215 Chambers Avenue**

- Applications for a lot line adjustment and a Major Development Permit.
- Application is complete and out for referral until October 22.

### **Henry Annexation**

- Annexation, rezoning, and minor subdivision submitted for 220 E. Sixth St. Zoning application to be heard at Planning and Zoning on November 18 for a recommendation to Town Council, and Town Council to have a public hearing on the item on December 9.

### **New Electric, 629 Sawatch Road – Minor Development Permit**

- Application was resubmitted the week of 8.25; referral comments were due on November 7 and have been sent to the applicant.

### **301 Broadway – Minor Development Permit**

- Application is out on referral with the referral period ending October 23, 2025.

### **481 Whiting- Staff Review (Minor Subdivision)**

- Referral comments were due on November 12 and have been sent to the applicant.

### **Mountain Tots Preschool- Major Development Permit**

- Application is out on referral with the referral period ending November 28, 2025.

### **Bluffs PUD Amendment**

- The applicant is making revisions to ensure alignment with HOA covenants and design guidelines.

### **332 Grand Avenue – Major Development Permit**

- Application materials have been submitted and are undergoing a completeness review.

### **295 Eby Creek Road**

- Application materials have been submitted and are undergoing a completeness review.

### **Administrative Approvals (Encroachment Permits, Sign Permits, Use Approvals)**

- Currently reviewing 1 Sign Permit, 0 Encroachment Permit, and 1 Mobile Vending Permits.
- 2 Sign Permits have been approved and issued so far this year.
- 3 Encroachment permits have been approved and issued this year.
- 1 Mobile Vending Permit has been approved and issued this year.

### **NOTABLE UPDATES**

- Software: Staff have selected a software solution and anticipate initiating the project before the end of the year.

This software solution will automate previously manual workflows, consolidate software systems, enhance interdepartmental communication, offer a user-friendly public interface, and more. We are excited to see this project moving forward.

- Staff has met with members of the community on development proposals ranging from small administrative permits to larger development, subdivision, and annexation applications. Pre-application meetings in 2025:
  - January - 2

- February - 3
  - March - 3
  - April - 2
  - May - 1
  - June - 3
  - July - 5
  - August -2
  - September – 1
  - October – 2
  - November - 0
- Eddie Wilson, our former Chief Building Official, continues to provide limited support as we continue our search for the next Building Official. His continued involvement ensures a smooth transition and allows us to benefit from his extensive experience and knowledge.
  - Peyton Heitzman, the Community Development Director, has announced her departure from the Town to accept a position with Eagle County, with her last day on December 23. Over the coming weeks, the Town will focus on ensuring a smooth transition.

**UPCOMING ANTICIPATED APPLICATIONS**

- Haymeadow Resubdivision of RMF-3 in Filing 1
- Haymeadow Preliminary Plan

**TRAINING/CONFERENCES:**

- 2021 IECC residential and commercial overview, and overview of regional energy code amendments.
- Mountain Towns 2030 Regional Forum: Code Readiness for Colorado Mountain Communities.
- Rocky Mountain Leadership Program

## MAJOR CONSTRUCTION PROJECTS

Business Name	Location	Status
<b>Hockett Gulch Phase II</b>	16186 Hwy 6	Building permits issued for all buildings – one hot tub permit under review for new clubhouse
<b>Haymeadow</b>	91 Mountain Hope Circle	Building permit issued for 5 single family – 3 Single family in review – 3 Townhouses w/ 1 postponed till spring and 2 permits issued
<b>Habitat for Humanity</b>	3 <sup>rd</sup> Street	TCOs complete – looking for CO's
<b>Stone Concepts of Colorado</b>	85 Marmot Ln	Permit issued
<b>Eagle County BMX</b>	1700 Bull Pasture Rd	Permits expired?
<b>Alpine Lumber Shed</b>	111 Chambers	TCO for shed building – final landscaping inspection required before issuance of CO.
<b>1200 Capitol Project</b>	1200 Capitol St	Building permit issued and construction underway.

### Building

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

TYPE OF WORK PERFORMED	EOY 2023	EOY 2024	YTD 2025
<b>Inspections (n/i Planning, Public Works)</b>	1,885	1944	1595
<b>Permits Processed</b>	411	334	402

## **P&Z and Council Meeting Schedule**

<b>November 2025</b>
November 4 <sup>th</sup> (Planning Commission) <ul style="list-style-type: none"><li>• (Continued to 11/18)- LUDC25-06 Misc. #2 Amendment to the Land Use and Development Code</li><li>• Training</li></ul>
November 12 <sup>th</sup> (Town Council) <ul style="list-style-type: none"><li>• LUDC25-05 Miscellaneous Amendments to the Land Use and Development Code</li></ul>
November 18 <sup>th</sup> (Planning Commission) <ul style="list-style-type: none"><li>• LUDC25-06 Misc. #2 Amendment to the Land Use and Development Code</li><li>• Work Session for Table 4.02-3 Height Limit Exceptions, Chapter 4.08 – Major PUD Amendment Process, and Chapter 4.11 – Landscaping Standards for Turf in alignment with SB24-005</li></ul>
November 25 <sup>th</sup> (Town Council) - cancelled
<b>December 2025</b>
December 2 <sup>nd</sup> (Planning Commission) <ul style="list-style-type: none"><li>• cancelled</li></ul>
December 9 <sup>th</sup> (Town Council) <ul style="list-style-type: none"><li>• Presentation for Eagle County Wildfire Collaborative</li><li>• LUDC25-06 Misc. #2 Amendment to the Land Use and Development Code</li><li>• Work Session for Table 4.02-3 Height Limit Exceptions, Chapter 4.08 – Major PUD Amendment Process, and Chapter 4.11 – Landscaping Standards for Turf in alignment with SB24-005.</li></ul>
December 16 <sup>th</sup> (Planning Commission) <ul style="list-style-type: none"><li>• Bob's Rules</li><li>• Dinner</li></ul>
December 23 <sup>rd</sup> (Town Council) - cancelled

# Town of Eagle

## Sales Tax Report

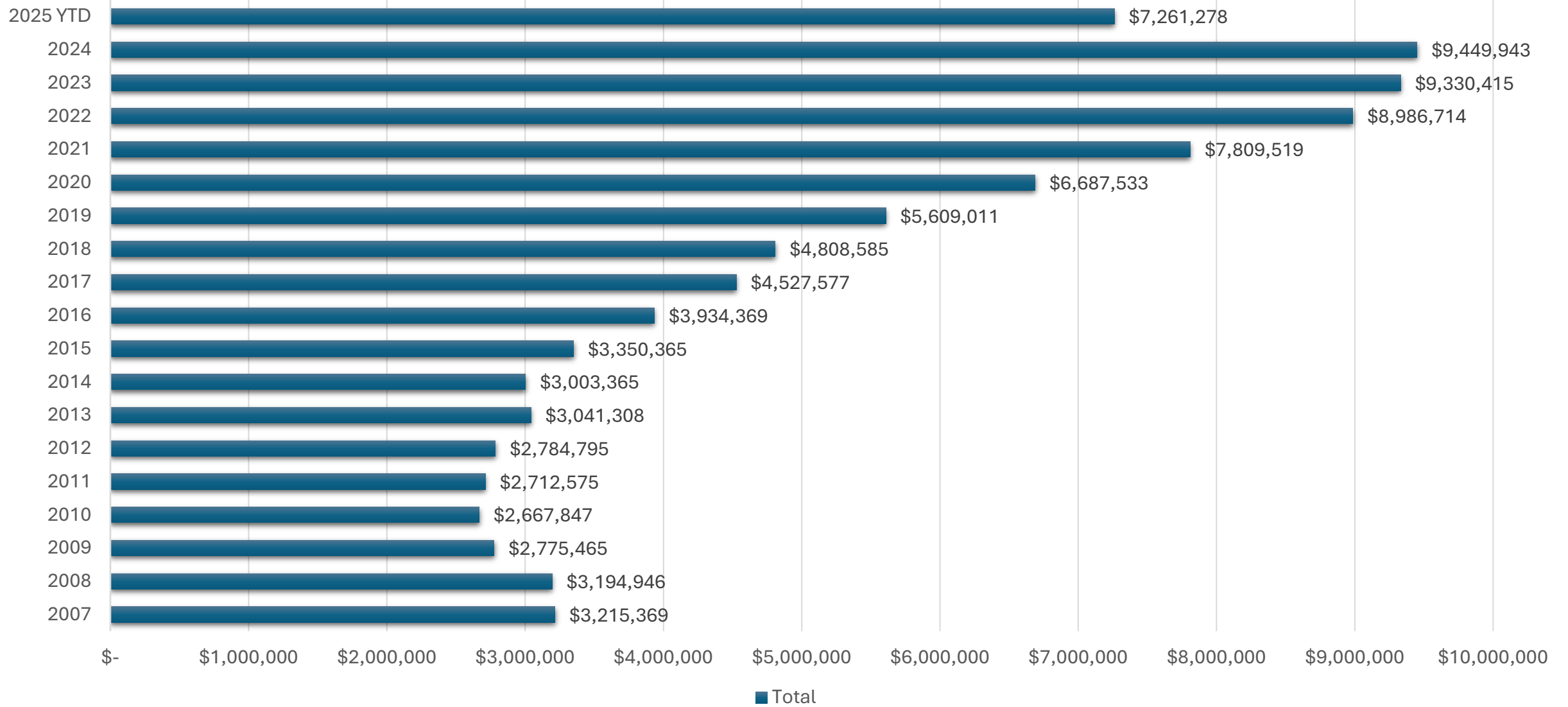
YTD 09/30/2025

# Sales Tax Earned by Revenue Period

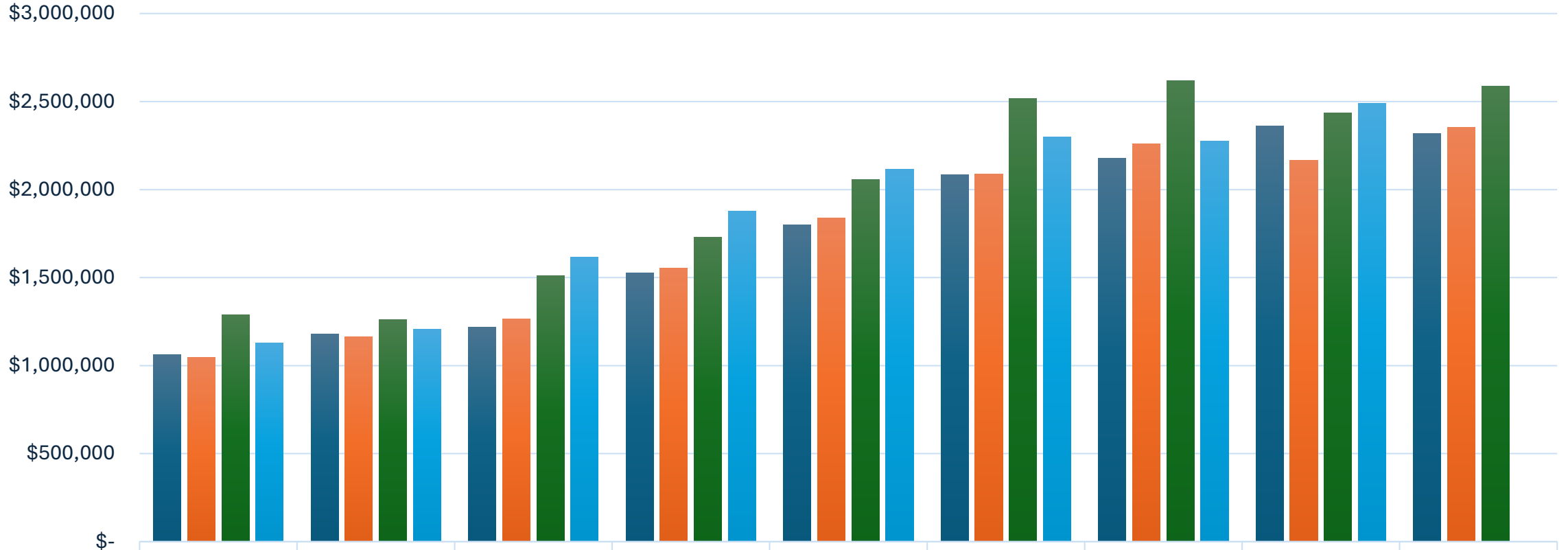
- Online Sales
- Motor Vehicle Sales
- Everything Else

# ANNUAL TOTAL SALES TAX INCLUDING MOTOR VEHICLES 2007-2025 REVENUE PERIOD TOTALS

*\*2016 - PRESENT INCLUDES 0.5% SALES TAX INCREASE*



# TOTAL SALES TAX BY QUARTER INCLUDING MOTOR VEHICLES 2017-2025 REVENUE PERIOD TOTALS

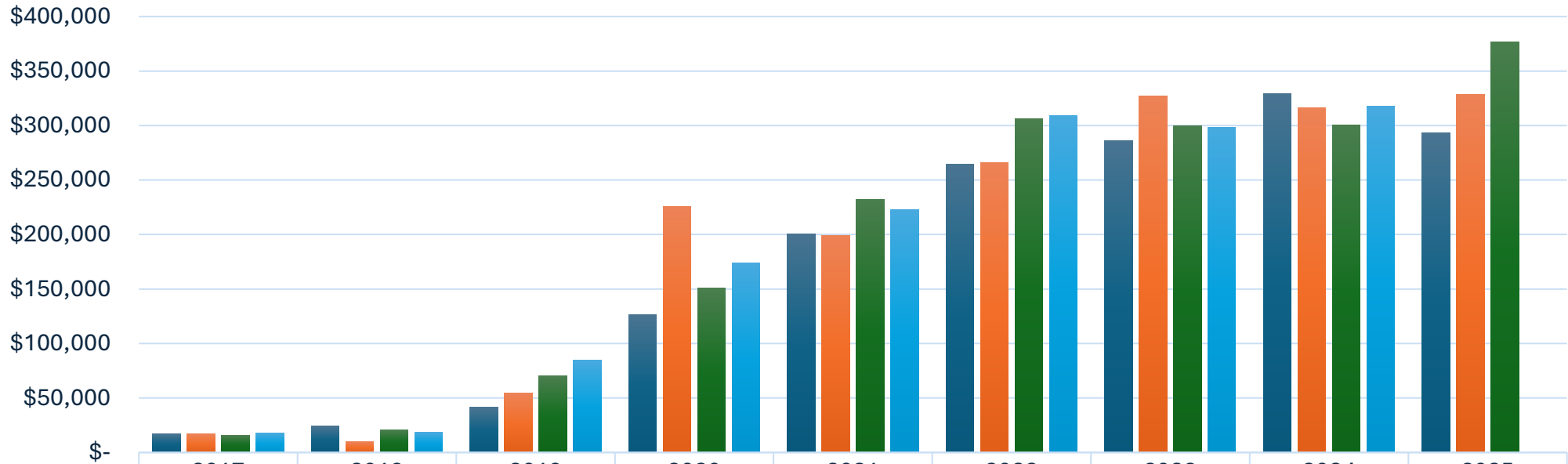


	2017	2018	2019	2020	2021	2022	2023	2024	2025
■ FIRST QUARTER	\$1,063,301	\$1,178,719	\$1,216,660	\$1,524,520	\$1,798,342	\$2,082,888	\$2,177,138	\$2,360,246	\$2,318,365
■ SECOND QUARTER	\$1,046,588	\$1,162,266	\$1,265,853	\$1,555,060	\$1,838,623	\$2,088,121	\$2,259,724	\$2,164,519	\$2,354,029
■ THIRD QUARTER	\$1,289,013	\$1,260,442	\$1,509,011	\$1,730,598	\$2,057,099	\$2,516,655	\$2,617,098	\$2,436,291	\$2,588,885
■ FOURTH QUARTER	\$1,128,675	\$1,207,159	\$1,617,487	\$1,877,355	\$2,115,455	\$2,299,051	\$2,276,455	\$2,488,887	

■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Increase 4.3%

# ONLINE SALES TAX BY QUARTER 2017-2025 REVENUE PERIOD TOTALS



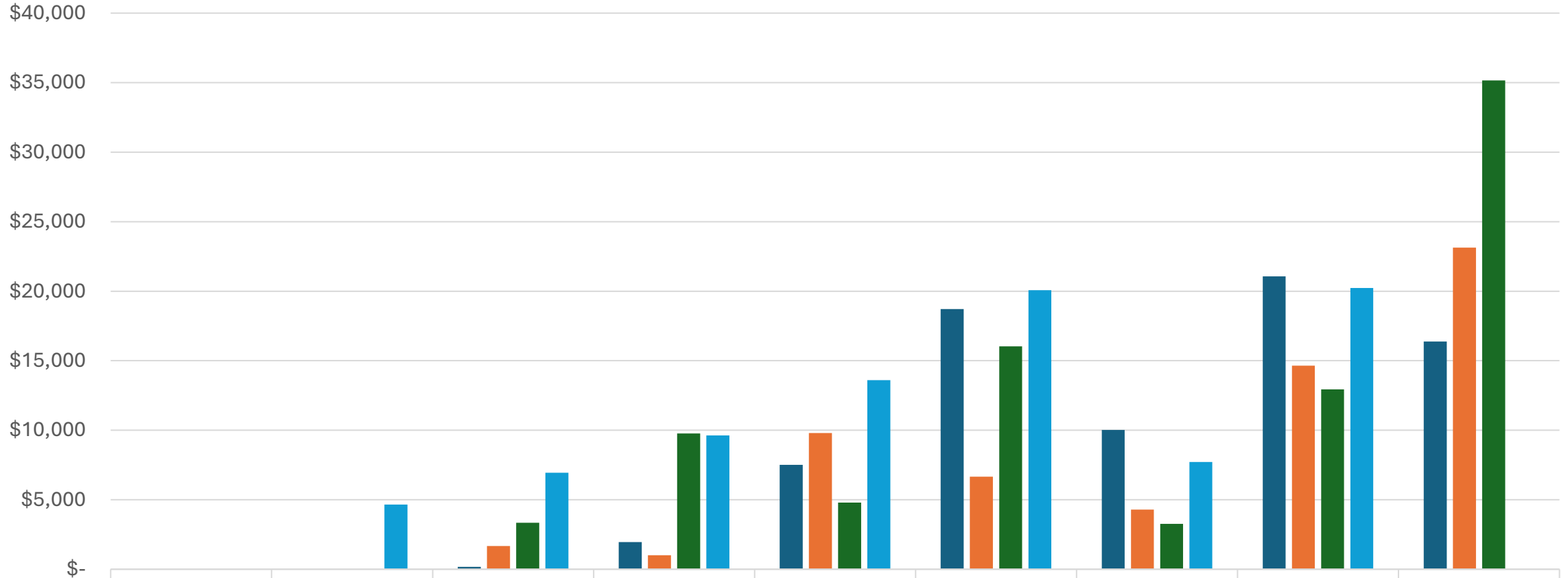
	2017	2018	2019	2020	2021	2022	2023	2024	2025
■ FIRST QUARTER	\$17,179	\$24,250	\$41,364	\$126,299	\$200,373	\$264,177	\$286,437	\$329,524	\$293,092
■ SECOND QUARTER	\$16,876	\$10,047	\$54,246	\$225,510	\$199,020	\$266,072	\$326,860	\$316,560	\$328,855
■ THIRD QUARTER	\$15,759	\$20,631	\$70,029	\$150,797	\$232,192	\$306,341	\$299,787	\$300,503	\$376,634
■ FOURTH QUARTER	\$18,013	\$18,402	\$84,984	\$174,102	\$222,896	\$309,340	\$298,504	\$317,880	

■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Increase 5.5%

*Online sales are included in the retail and out of area sectors.*

# MOTOR VEHICLE SALES TAX BY QUARTER 2017-2025 REVENUE PERIOD TOTALS



	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRST QUARTER			\$172	\$1,954	\$7,504	\$18,717	\$10,021	\$21,075	\$16,374
SECOND QUARTER			\$1,677	\$1,014	\$9,794	\$6,652	\$4,285	\$14,647	\$23,142
THIRD QUARTER			\$3,338	\$9,760	\$4,799	\$16,033	\$3,258	\$12,937	\$35,155
FOURTH QUARTER		\$4,654	\$6,950	\$9,628	\$13,606	\$20,077	\$7,717	\$20,237	

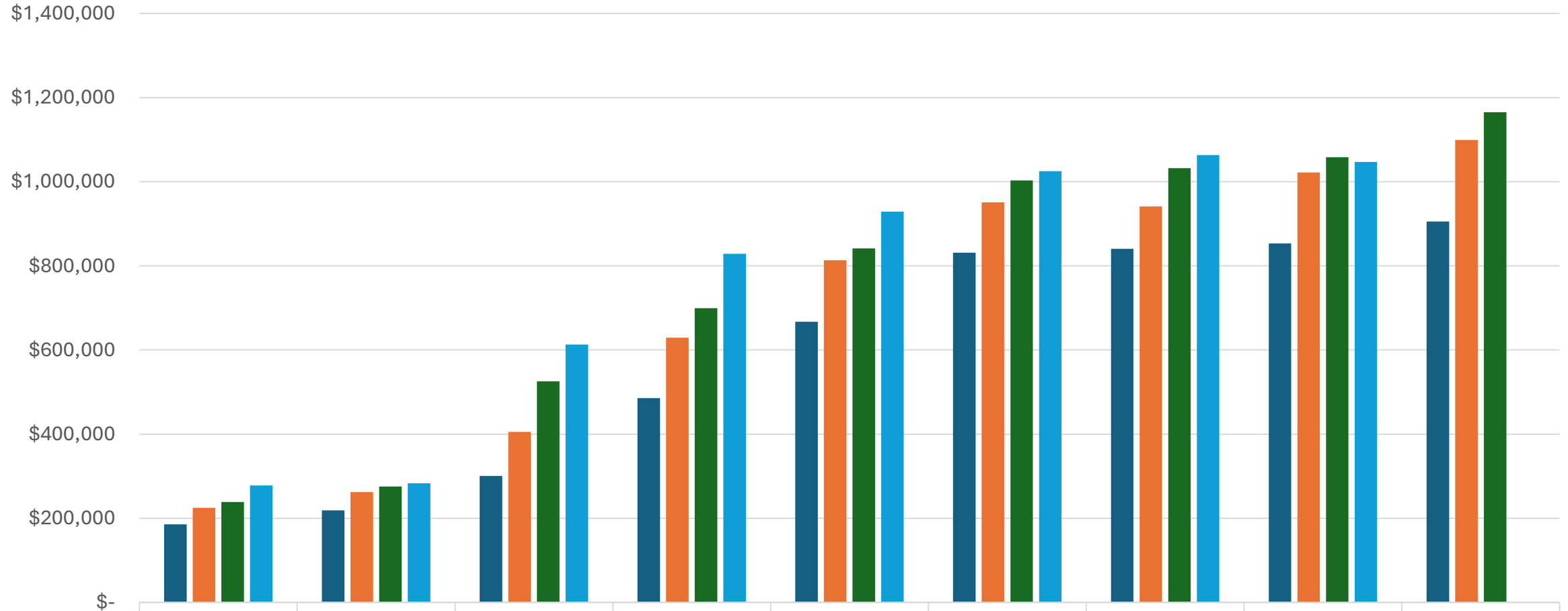
■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Increase 53.5%

# Sales Tax Collected by Source Type

- Retail
- Food
- Restaurants & Bars
- Liquor Stores
- Lodging
- Utilities
- Automotive
- Building / Construction

# RETAIL QUARTERLY COLLECTIONS 2017-2025

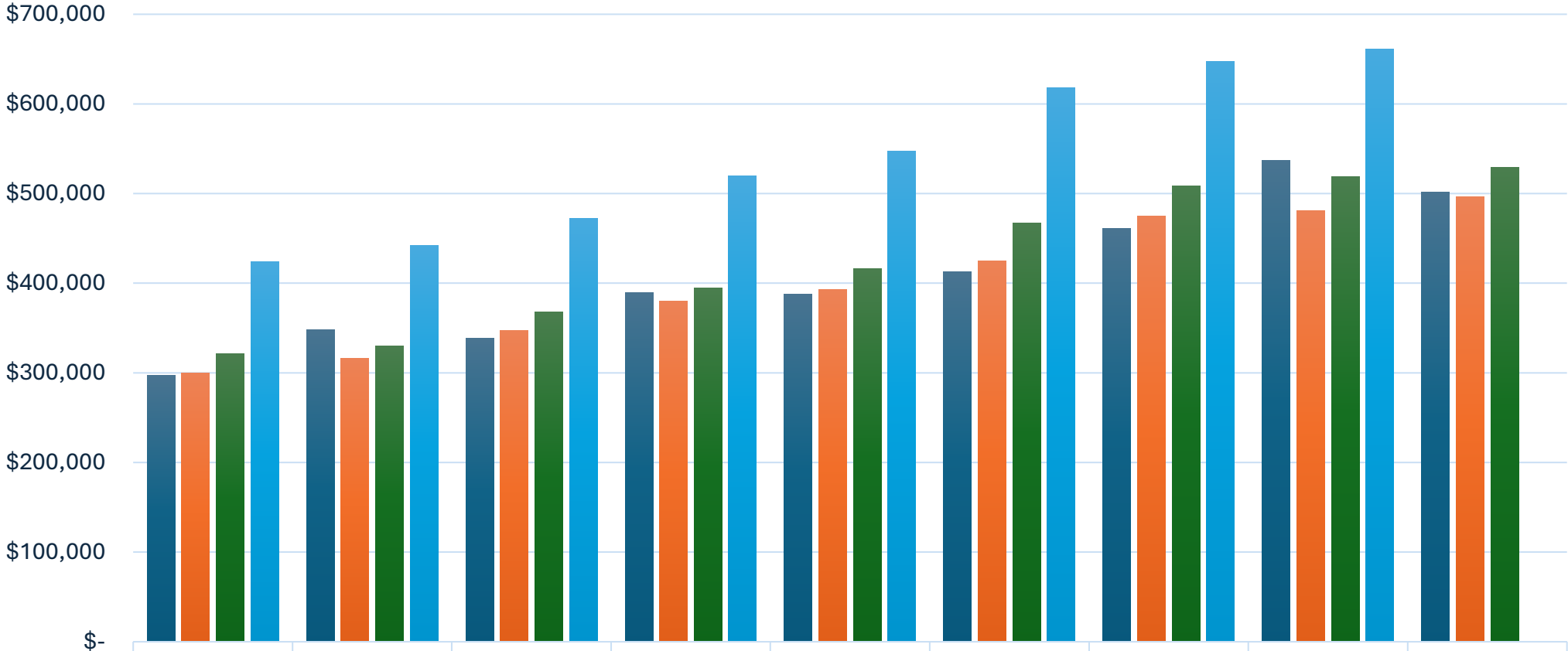


	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRST QUARTER	\$185,714	\$218,784	\$300,364	\$485,838	\$667,134	\$831,233	\$840,634	\$853,559	\$905,339
SECOND QUARTER	\$225,023	\$262,236	\$405,199	\$629,208	\$813,291	\$951,083	\$941,521	\$1,021,980	\$1,099,081
THIRD QUARTER	\$238,598	\$275,314	\$525,347	\$699,684	\$841,445	\$1,003,368	\$1,032,436	\$1,058,599	\$1,165,312
FOURTH QUARTER	\$277,948	\$283,475	\$612,820	\$828,970	\$929,026	\$1,025,240	\$1,063,293	\$1,047,098	

■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Increase 8.0%

# FOOD QUARTERLY COLLECTIONS 2017-2025

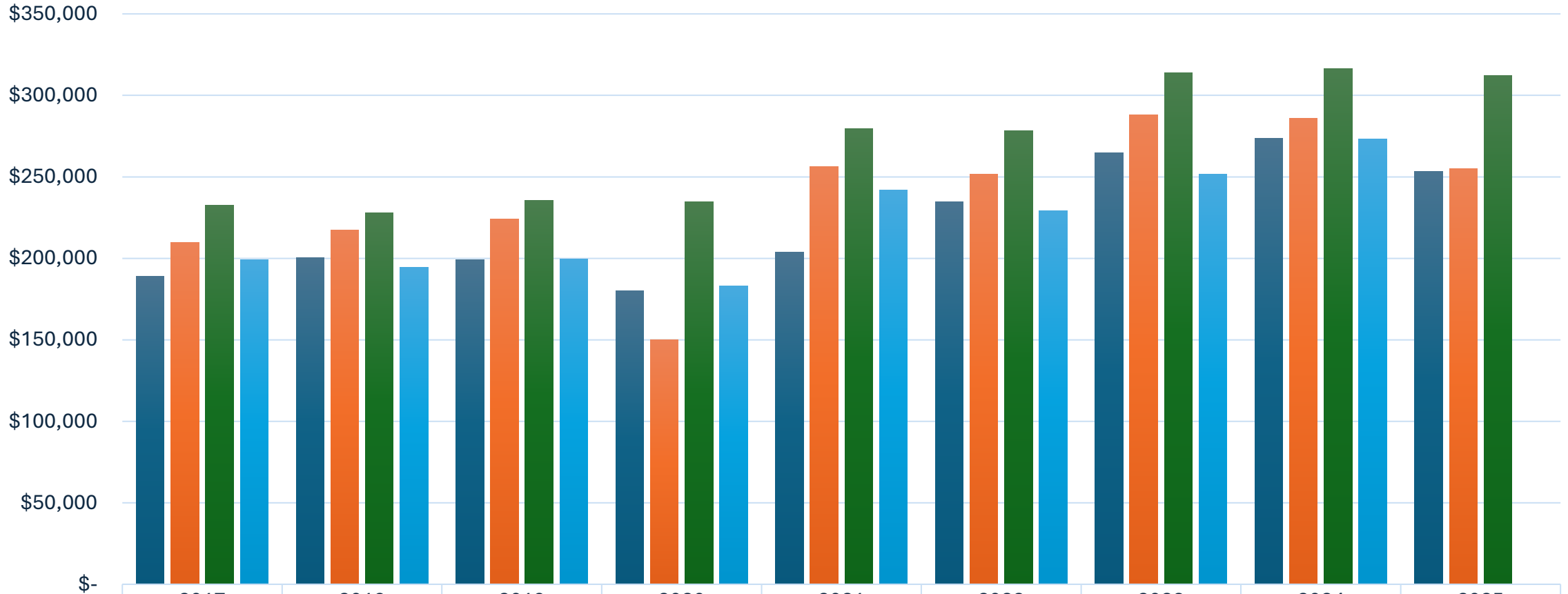


	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRST QUARTER	\$296,864	\$347,751	\$338,156	\$389,097	\$387,599	\$412,769	\$460,777	\$536,980	\$501,519
SECOND QUARTER	\$300,118	\$316,229	\$347,465	\$379,809	\$392,970	\$424,952	\$474,875	\$481,093	\$496,543
THIRD QUARTER	\$321,577	\$330,363	\$367,876	\$394,504	\$416,289	\$467,454	\$508,883	\$518,949	\$529,082
FOURTH QUARTER	\$424,063	\$442,328	\$472,068	\$519,361	\$547,593	\$617,970	\$646,937	\$660,771	

■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Decrease (0.6%)

# RESTAURANTS & BARS QUARTERLY COLLECTIONS 2017-2025

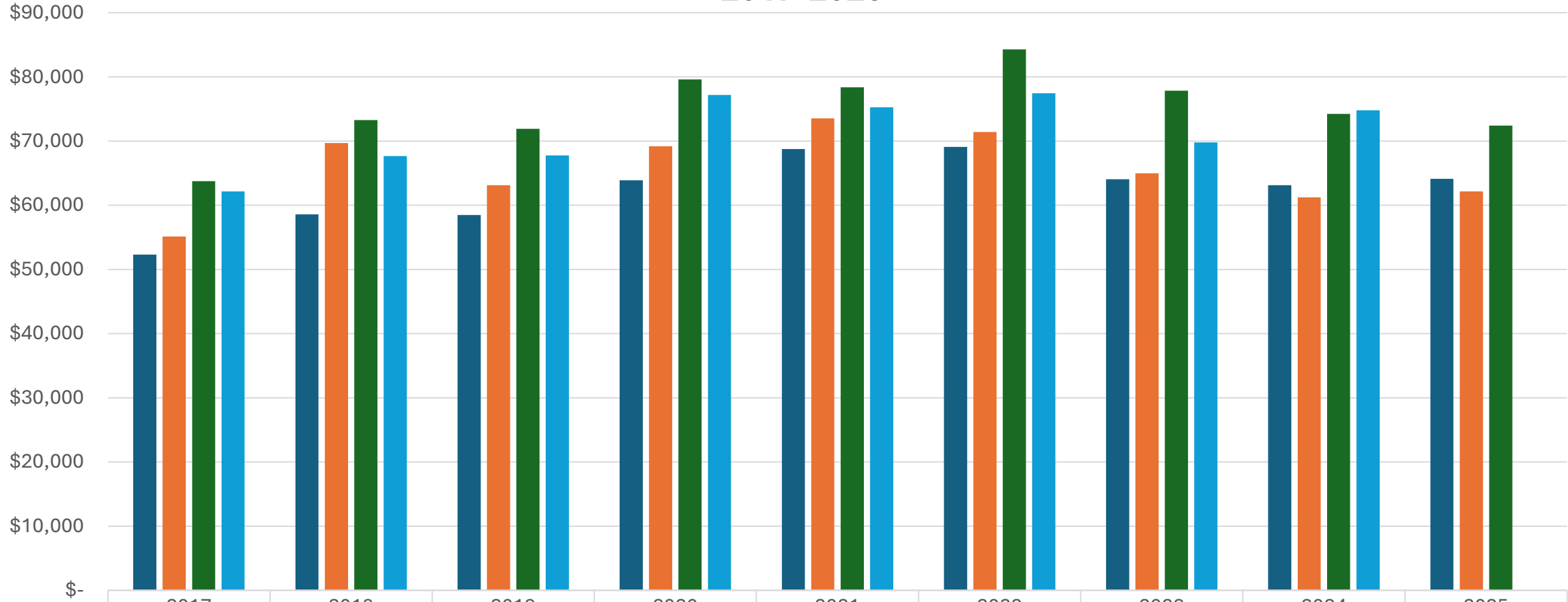


	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRST QUARTER	\$189,058	\$200,313	\$199,299	\$180,124	\$203,592	\$234,517	\$264,928	\$273,490	\$253,279
SECOND QUARTER	\$209,724	\$217,359	\$224,332	\$149,892	\$256,096	\$251,820	\$288,175	\$285,961	\$254,838
THIRD QUARTER	\$232,501	\$228,013	\$235,608	\$234,503	\$279,407	\$278,420	\$313,717	\$316,542	\$312,304
FOURTH QUARTER	\$199,271	\$194,688	\$199,759	\$183,111	\$241,998	\$229,164	\$251,486	\$273,338	

■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Decrease (6.3%)

# LIQUOR STORES QUARTERLY COLLECTIONS 2017-2025

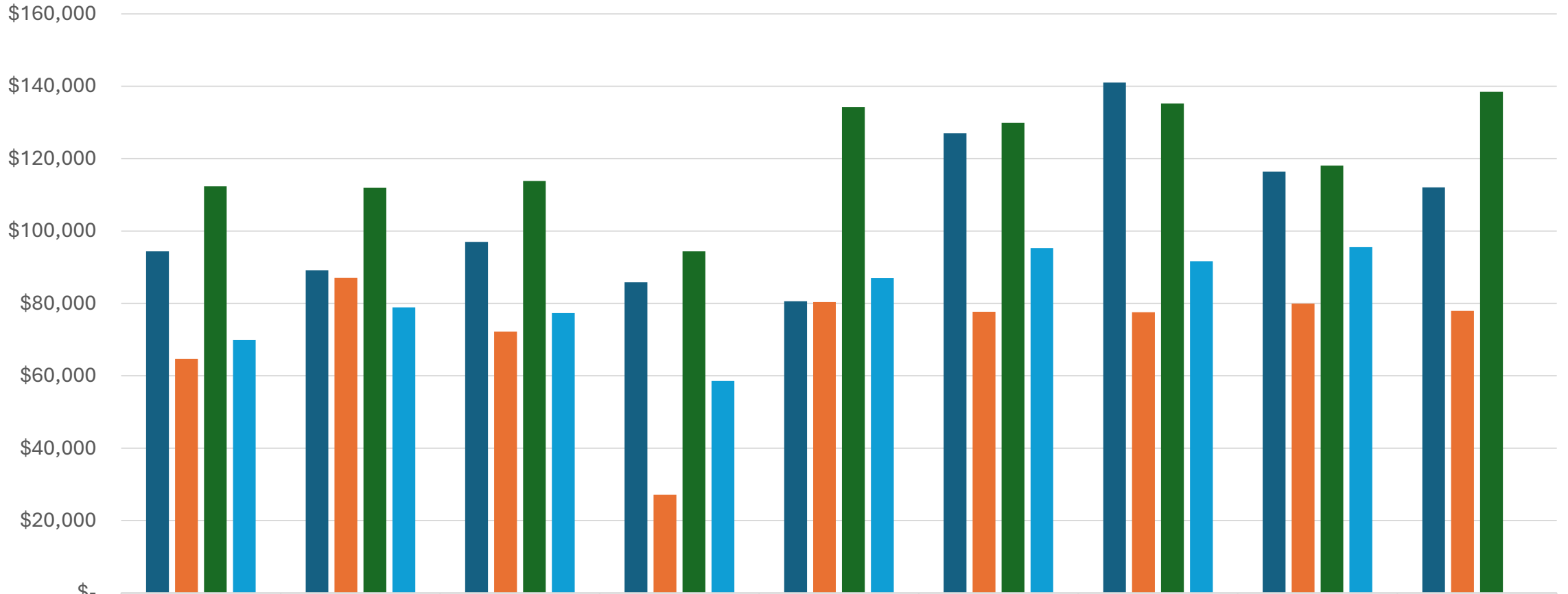


	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRST QUARTER	\$52,326	\$58,597	\$58,491	\$63,889	\$68,772	\$69,084	\$64,047	\$63,117	\$64,129
SECOND QUARTER	\$55,143	\$69,704	\$63,123	\$69,206	\$73,536	\$71,421	\$64,993	\$61,248	\$62,180
THIRD QUARTER	\$63,749	\$73,287	\$71,922	\$79,624	\$78,390	\$84,297	\$77,870	\$74,239	\$72,419
FOURTH QUARTER	\$62,176	\$67,678	\$67,783	\$77,204	\$75,258	\$77,463	\$69,803	\$74,794	

■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Increase 0.1%

# LODGING QUARTERLY COLLECTIONS 2017-2025



	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRST QUARTER	\$94,372	\$89,160	\$96,980	\$85,821	\$80,629	\$126,999	\$141,012	\$116,442	\$112,053
SECOND QUARTER	\$64,638	\$87,051	\$72,203	\$27,146	\$80,373	\$77,712	\$77,575	\$79,948	\$77,954
THIRD QUARTER	\$112,350	\$111,926	\$113,819	\$94,412	\$134,246	\$129,902	\$135,231	\$118,078	\$138,463
FOURTH QUARTER	\$69,950	\$78,929	\$77,357	\$58,593	\$86,960	\$95,327	\$91,635	\$95,522	

■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Increase 4.5%

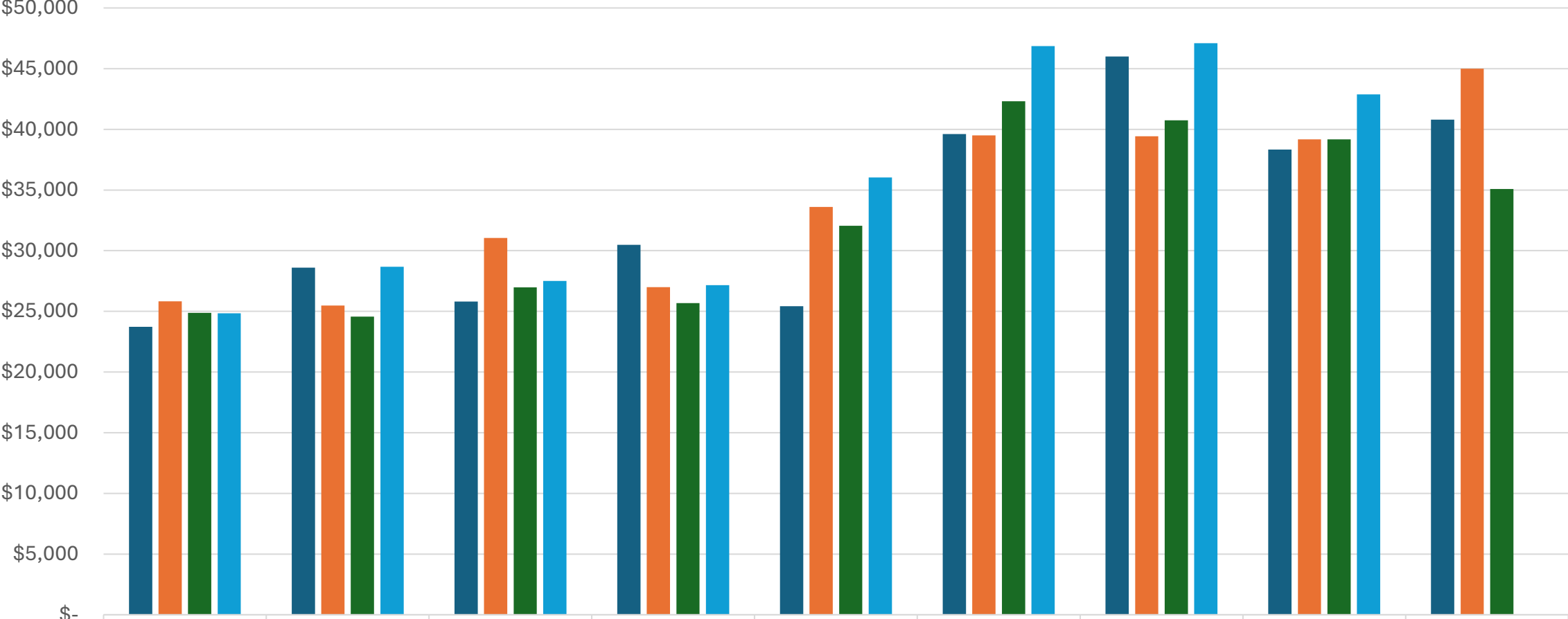
# UTILITIES QUARTERLY COLLECTIONS 2017-2025



■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Decrease (0.9%)

# AUTOMOTIVE QUARTERLY COLLECTIONS 2017-2025

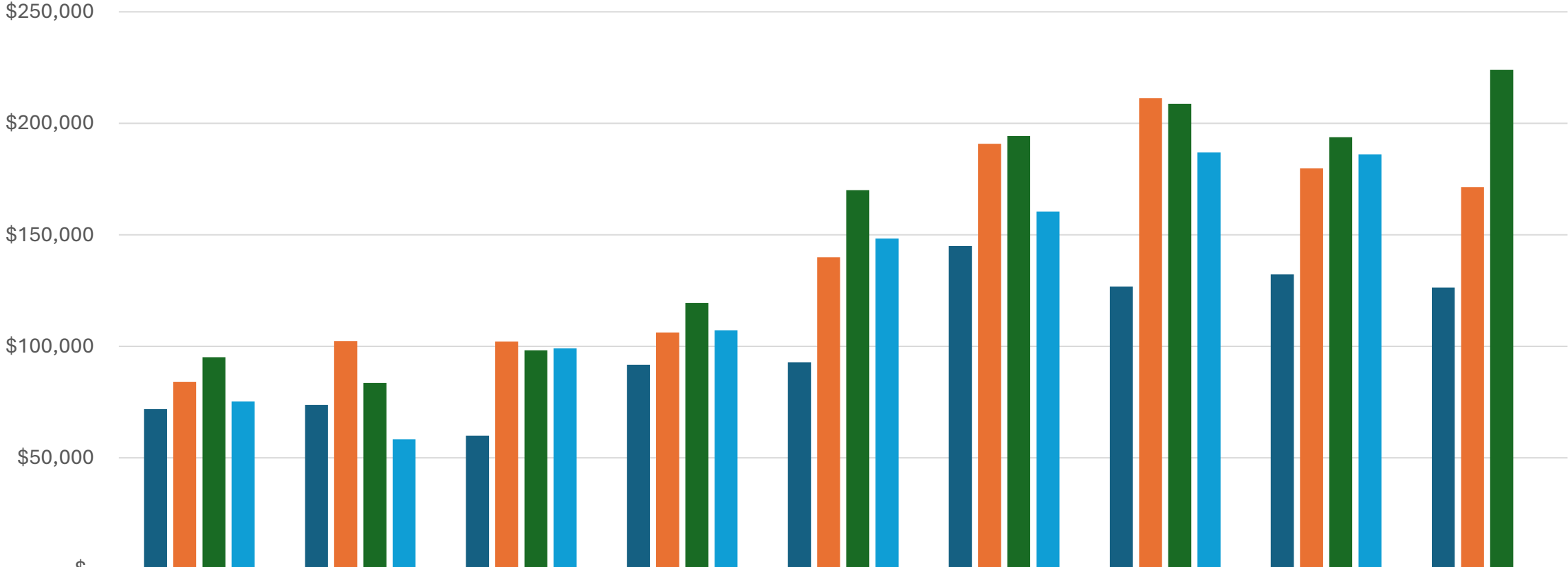


	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRST QUARTER	\$23,719	\$28,610	\$25,813	\$30,473	\$25,423	\$39,617	\$45,996	\$38,338	\$40,805
SECOND QUARTER	\$25,819	\$25,478	\$31,055	\$26,989	\$33,596	\$39,497	\$39,423	\$39,171	\$44,997
THIRD QUARTER	\$24,874	\$24,573	\$26,977	\$25,688	\$32,051	\$42,305	\$40,749	\$39,174	\$35,087
FOURTH QUARTER	\$24,835	\$28,682	\$27,509	\$27,162	\$36,035	\$46,862	\$47,099	\$42,871	

■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Increase 3.6%

# BUILDING/CONSTRUCTION QUARTERLY COLLECTIONS 2017-2025



	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRST QUARTER	\$71,879	\$73,751	\$59,892	\$91,684	\$92,785	\$144,912	\$126,856	\$132,227	\$126,292
SECOND QUARTER	\$83,986	\$102,372	\$102,171	\$106,204	\$139,968	\$190,859	\$211,299	\$179,764	\$171,349
THIRD QUARTER	\$95,046	\$83,570	\$98,198	\$119,426	\$169,972	\$194,263	\$208,806	\$193,754	\$224,013
FOURTH QUARTER	\$75,180	\$58,283	\$99,065	\$107,130	\$148,291	\$160,417	\$187,029	\$186,083	

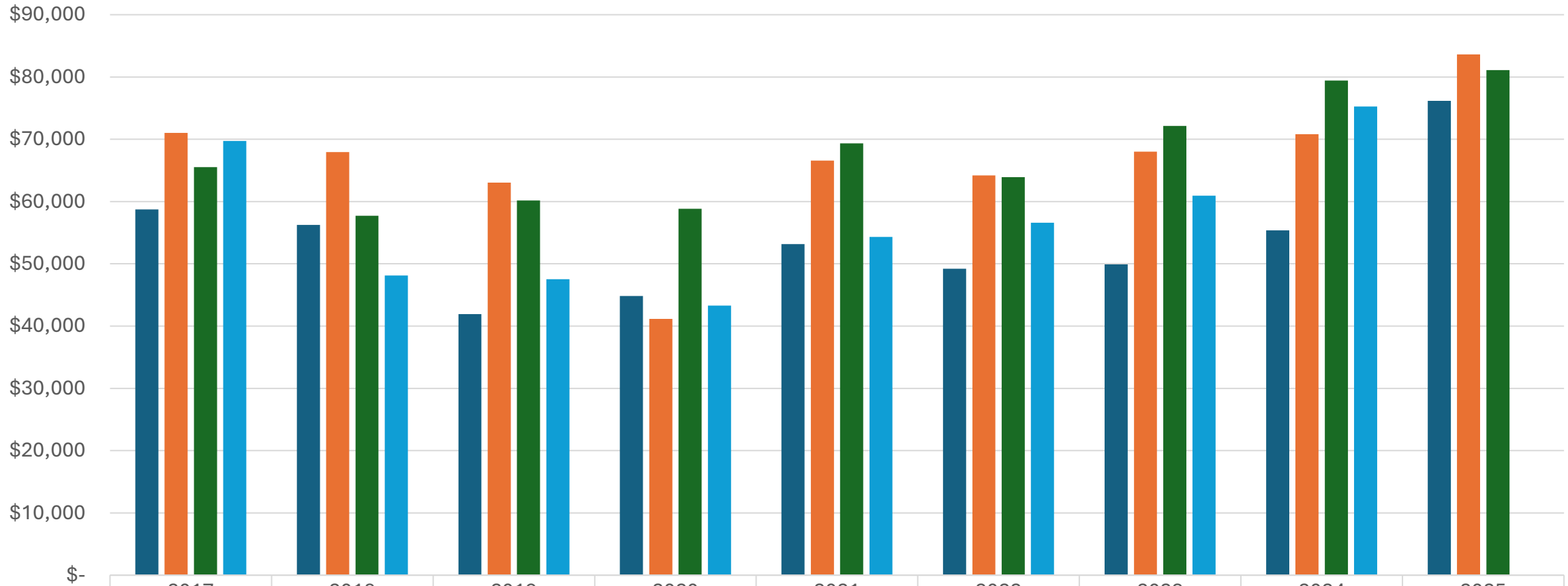
■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Increase 3.1%

# Sales Tax Collected by Location

- Downtown District
- Chambers Avenue
- Market Street
- Grand Avenue
- Eagle Ranch
- Other Areas, including Online

# DOWNTOWN DISTRICT QUARTERLY COLLECTIONS 2017-2025



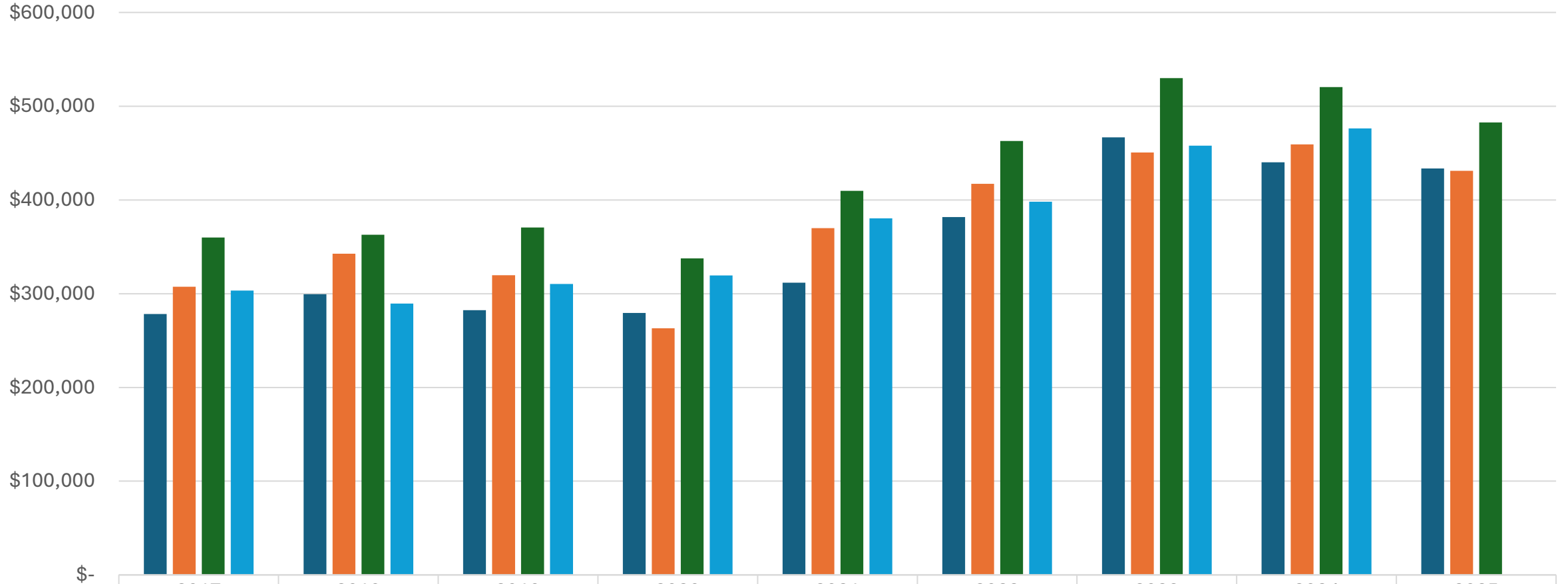
	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRST QUARTER	\$58,726	\$56,255	\$41,909	\$44,842	\$53,161	\$49,191	\$49,896	\$55,354	\$76,183
SECOND QUARTER	\$71,022	\$67,948	\$63,054	\$41,142	\$66,589	\$64,210	\$67,998	\$70,798	\$83,628
THIRD QUARTER	\$65,524	\$57,727	\$60,171	\$58,851	\$69,347	\$63,907	\$72,141	\$79,412	\$81,119
FOURTH QUARTER	\$69,714	\$48,139	\$47,533	\$43,289	\$54,306	\$56,606	\$60,948	\$75,257	

■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Increase 17.2%

# CHAMBERS AVENUE QUARTERLY COLLECTIONS

## 2017-2025



	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRST QUARTER	\$278,305	\$299,453	\$282,401	\$279,462	\$311,820	\$381,757	\$466,810	\$440,202	\$433,490
SECOND QUARTER	\$307,442	\$342,713	\$319,743	\$263,188	\$369,869	\$417,112	\$450,626	\$459,209	\$431,001
THIRD QUARTER	\$359,888	\$362,859	\$370,526	\$337,620	\$409,666	\$462,781	\$529,822	\$520,291	\$482,681
FOURTH QUARTER	\$303,287	\$289,482	\$310,328	\$319,542	\$380,289	\$398,070	\$457,954	\$476,242	

■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

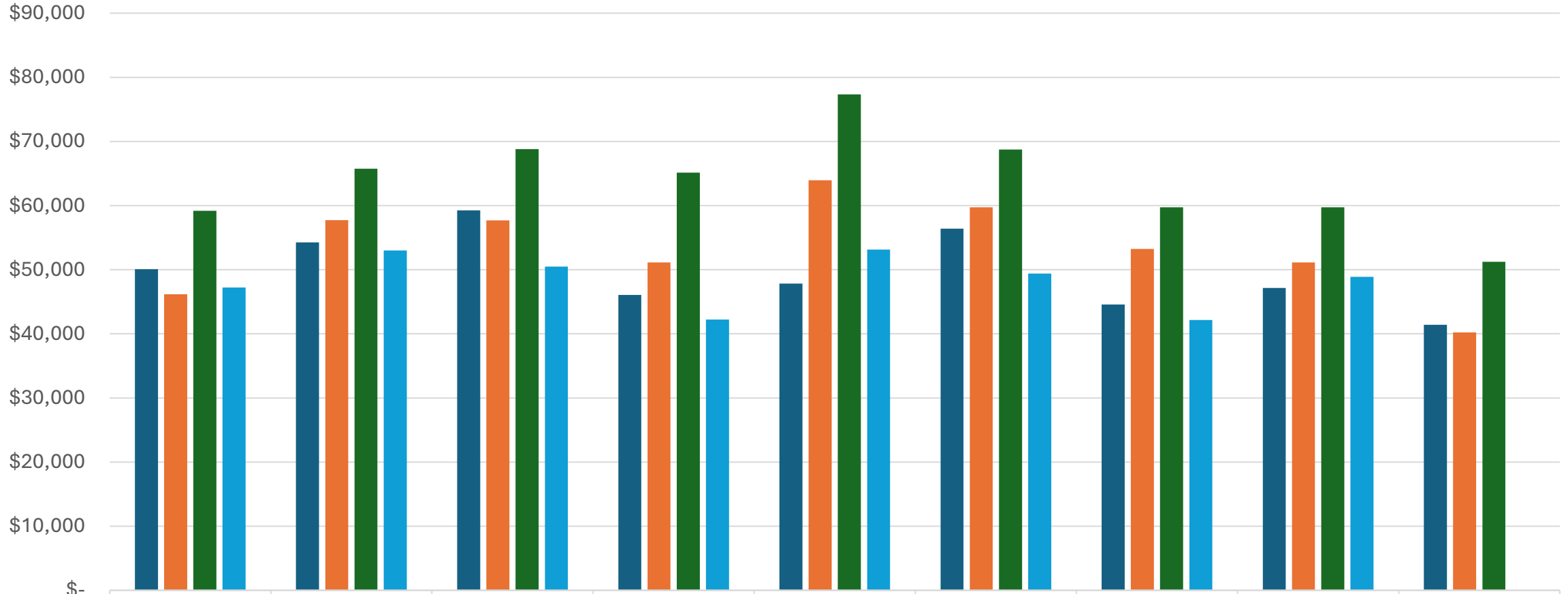
2024-2025 YTD Decrease (5.1%)

# MARKET STREET QUARTERLY COLLECTIONS 2017-2025



■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

# GRAND AVENUE QUARTERLY COLLECTIONS 2017-2025



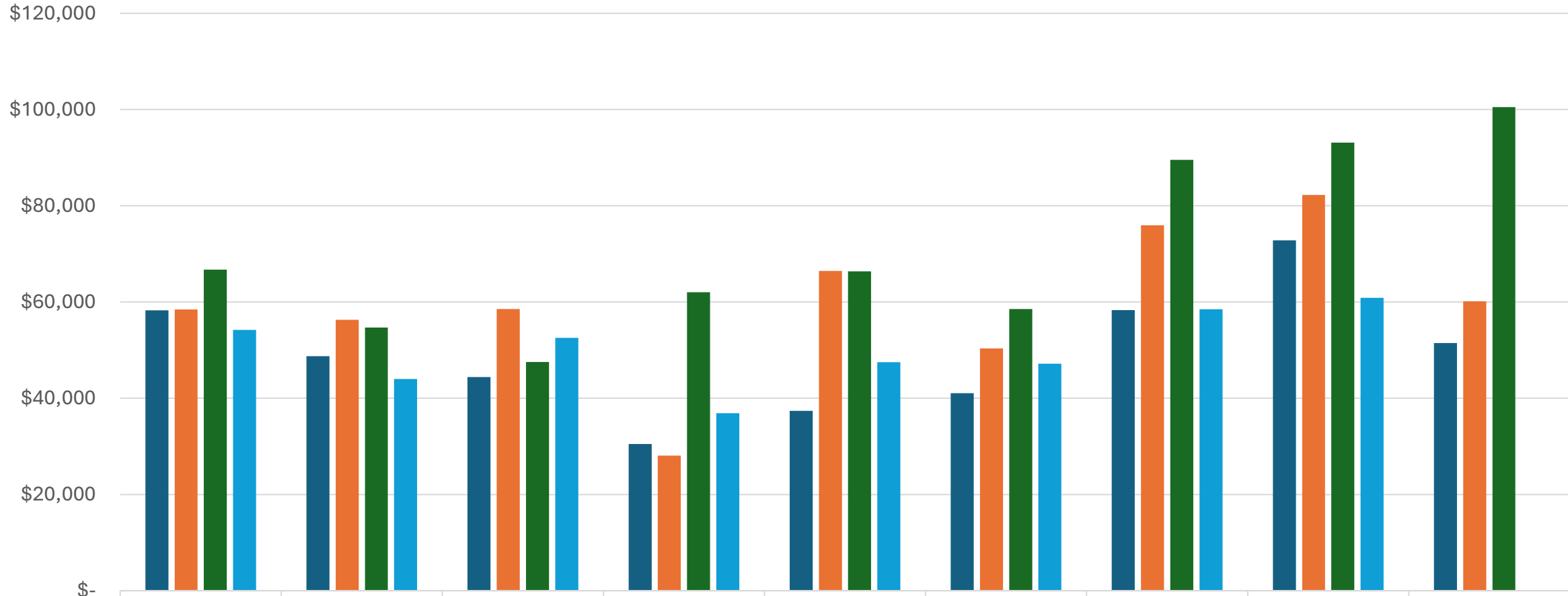
	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRST QUARTER	\$50,075	\$54,259	\$59,240	\$46,061	\$47,824	\$56,402	\$44,580	\$47,142	\$41,396
SECOND QUARTER	\$46,171	\$57,711	\$57,679	\$51,140	\$63,951	\$59,713	\$53,245	\$51,117	\$40,232
THIRD QUARTER	\$59,191	\$65,734	\$68,802	\$65,119	\$77,335	\$68,745	\$59,713	\$59,744	\$51,219
FOURTH QUARTER	\$47,213	\$52,996	\$50,489	\$42,232	\$53,140	\$49,397	\$42,159	\$48,896	

■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Decrease (15.9%)

# EAGLE RANCH QUARTERLY COLLECTIONS

## 2017-2025

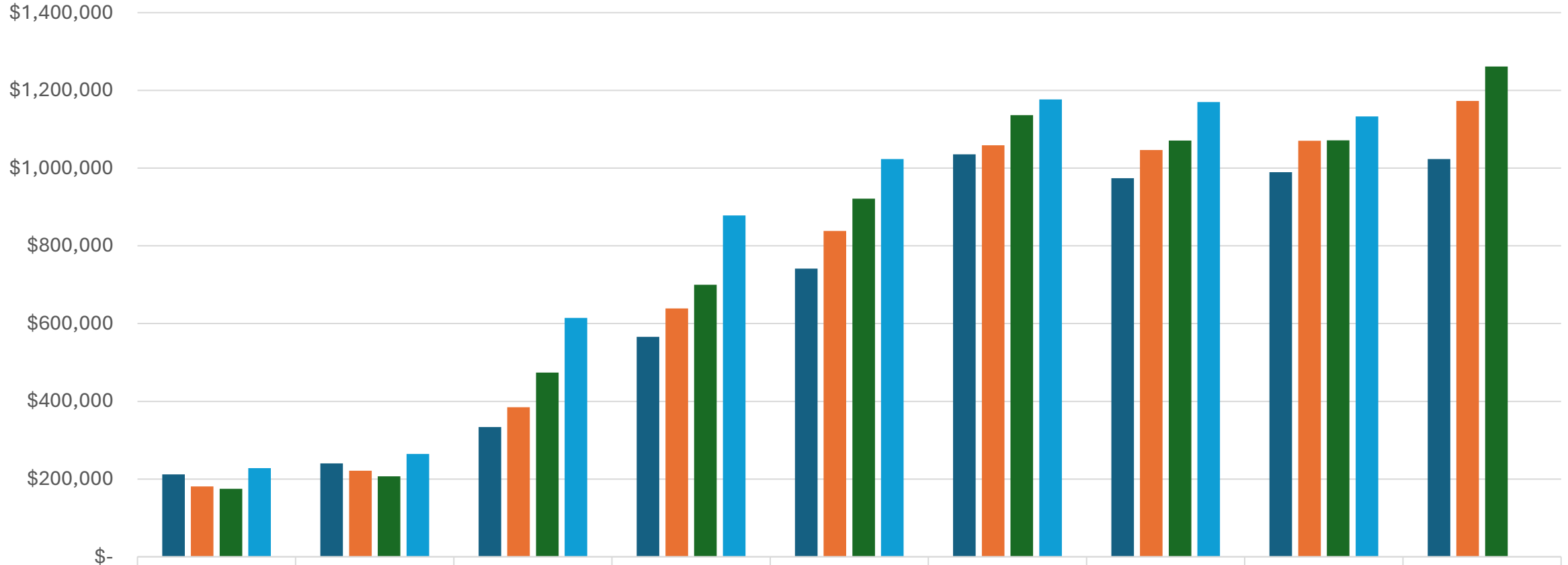


	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRST QUARTER	\$58,275	\$48,754	\$44,392	\$30,505	\$37,393	\$41,053	\$58,324	\$72,814	\$51,459
SECOND QUARTER	\$58,434	\$56,287	\$58,527	\$28,071	\$66,461	\$50,362	\$75,936	\$82,231	\$60,173
THIRD QUARTER	\$66,712	\$54,703	\$47,554	\$62,014	\$66,371	\$58,543	\$89,545	\$93,136	\$100,515
FOURTH QUARTER	\$54,180	\$44,015	\$52,532	\$36,903	\$47,514	\$47,198	\$58,492	\$60,858	

■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Decrease (14.5%)

# OTHER AREAS INCLUDING ONLINE QUARTERLY COLLECTIONS 2017-2025



	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRST QUARTER	\$212,168	\$240,173	\$333,886	\$565,613	\$741,669	\$1,035,241	\$974,203	\$989,258	\$1,023,380
SECOND QUARTER	\$180,727	\$221,284	\$384,766	\$639,199	\$838,084	\$1,058,780	\$1,046,422	\$1,070,326	\$1,172,628
THIRD QUARTER	\$174,670	\$206,916	\$473,859	\$699,606	\$921,168	\$1,136,457	\$1,070,651	\$1,071,235	\$1,261,174
FOURTH QUARTER	\$228,331	\$264,489	\$614,722	\$878,179	\$1,023,035	\$1,176,495	\$1,170,207	\$1,133,187	

■ FIRST QUARTER   
 ■ SECOND QUARTER   
 ■ THIRD QUARTER   
 ■ FOURTH QUARTER

2024-2025 YTD Increase 10.4%

# Town of Eagle Business Advancement Program Guidelines and Resources

## Program Guidelines

### Section 1. About the Business Advancement Program

*Fueling growth. Supporting locals. Building Eagle's future together.*

The Business Advancement Program (BAP) is a town-wide initiative designed to invest directly in Eagle's business community. Building on the strategies established in the 2023 Town of Eagle Economic Development Plan and funded through the Colorado Department of Local Affairs and the Office of Economic Development and International Trade's Rural Economic Development Initiative (REDI), the BAP represents the next step in advancing Eagle's long-term goals of economic vitality, diversification, and resilience.

The Town of Eagle will administer the BAP to provide financial aid to local businesses and property owners that supports site enhancements, business expansion, and workforce attraction and retention. The program provides matching grants for tangible improvements that stimulate private investment, expand operations, attract and retain employees, and strengthen Eagle's local economy. The Town's goal is to encourage visible, lasting reinvestment across Eagle's business hubs while also supporting equitable access to resources for businesses across the community.

Rooted in the Town's 2023 Economic Development Plan, the Business Advancement Program is part of Eagle's long-term strategy to create, expand, and attract economic opportunity. The program reflects the Town's commitment to fostering a diverse, innovative, and sustainable economy that supports residents, businesses, and visitors alike.

### Section 2. Program Goals

1. Support business retention, expansion, and job creation to strengthen Eagle's diversified and resilient local economy.
2. Catalyze private reinvestment through tangible improvements that enhance the appearance, functionality, and long-term vitality of Eagle's commercial areas.
3. Enhance creative placemaking and community vibrancy by investing in projects and programs that foster Eagle's local culture and an experiential economy.
4. Drive visitation and economic activity across Eagle's five business hubs - Market Street, Chambers Avenue, Grand Avenue, Downtown Eagle/Broadway, and Eagle Ranch - encouraging cross-shopping and community engagement.
5. Support a thriving entrepreneurial ecosystem through resources, trainings, and collaborations that build local business capacity and innovation.

6. Strengthen workforce stability by providing tools and funding that help local employers and employees secure and maintain year-round housing within the town of Eagle.

### Section 3. Funding

The total Business Advancement Program budget is \$120,000, of which \$20,000 is reserved specifically for Housing Stipends. Grant requests may range from \$3,000 to \$20,000 per project, with housing stipend awards capped at \$5,000 per applicant. This is a reimbursement-based program, meaning funds will be distributed only after the approved project has been completed and verified.

### Section 4. Qualification and Grant Criteria Terms

1. The BAP requires a 1:1 level of matching funds from the applicant. For example, if an applicant is requesting \$5,000 in BAP funding, the applicant shall demonstrate an ability to provide \$5,000 of its own private investment toward the initiative.
2. Grants are available to property owners and business owners who are tenants. Tenant applicants must have at least two (2) years remaining on its lease or demonstrate an option to renew the current lease. Written permission from the property owner is required with the application.
3. The property and/or business must be located within the town of Eagle limits.
4. The BAP is not available for home-occupation businesses or residential short-term rental businesses.
5. The applicant must be in good standing with the Town. Applicants with outstanding code violations, delinquent sales taxes, or expired business licenses are not eligible.
6. A cohort of neighboring businesses within a centralized commercial hub may apply together as one application as long as the above Terms 1-5 are met. A letter of commitment is required from each participating business. Eagle's commercial hubs are recognized as Market Street, Chambers Avenue, Grand Avenue, Broadway/Downtown, and Eagle Ranch.
7. The applicant must execute a Funding Agreement with the Town prior to initiating the project. Projects that are already under construction or completed do not qualify. Costs incurred prior to BAP grant approval will not be reimbursed.
8. The applicant is responsible for ensuring the project meets applicable Town Municipal and Building Code requirements. It is strongly encouraged to conduct this research **before** filing a BAP grant application.
9. Receiving a BAP grant does not automatically mean your project is permitted. Applicants must apply for and obtain all required Town permits. The permitting process may run alongside your BAP application, but each is reviewed and approved separately.
10. The applicant shall provide: (1) a summary of other grant or loan funding sought after to support the proposed project, and (2) a summary of other grant or funding received from the Town of Eagle and/or Eagle Downtown Development Authority (DDA) over the last five years.

11. The applicant shall submit an itemized project budget including any quotes from contractors, explain the financial need for BAP support, and a project timeline showing key milestones and anticipated completion dates.
12. All project activities funded through the BAP must be completed no later than January 31, 2027.

## Section 5. Eligible Expenses

1. Initiatives which support startups, business expansion, and/or to attract new industries, including marketing and advertising.
2. Facility improvements to a commercial space including vacant, abandoned, or otherwise underutilized property.
3. Site improvements including energy conservation improvements, ADA accessibility improvements, landscaping, façade and exterior upgrades, signage, and enhancements that increase public gathering areas (e.g., patio expansions or outdoor seating). **Exterior murals are ineligible for BAP funding.**
4. Workforce training and talent development programs that result in an official certification, professional license, or higher education credential directly related to the business within the town.
5. Infrastructure which supports entrepreneurs such as coworking spaces, makerspaces, innovation centers, or communal kitchens.
6. Licensing and permitting fees.
7. Housing stipends to help businesses support a local workforce.
  - The business/employer is the applicant; stipends must directly support the employee's rent.
  - Eligible employees may be full-time or part-time and must reside within the town of Eagle.
  - Stipends may be distributed to multiple eligible employees or directed to support a specific staff member's retention or relocation.
  - Proof of rent payment to a **landlord/property manager** is required; a lease document is not necessary.
  - Housing stipends require proof of a one-to-one employer match.
  - Each business may receive up to \$5,000 in housing stipend support.
  - A total of \$20,000 is available for the housing stipend portion of the Business Advancement Program.

## Section 6. Ineligible Projects

1. Commercial rent, lease, or mortgage payments, HOA costs, common area maintenance.
2. Employee wages, salaries and/or benefits.
3. General operation or administration expenses outside project scope of work.
4. Seed money for feasibility studies.
5. Financial support for grants/grant writing.

6. Refinancing existing debt or financial/ banking fees.
7. Non-project related equipment, materials, services.

## Section 7. Submittal Requirements

1. Complete Business Advancement Program application form.
2. Itemized project budget including any quotes from contractors and a project timeline showing key milestones and anticipated completion dates.
3. Proof of property ownership, or owner consent letter, if applicable.
4. Include photos and color renderings of the current conditions and proposed improvements.

## Section 8. Process

- Step 1. Attend or watch a recording of the BAP informational webinar. **[date, time TBA]**.
- Step 2. Identify the project, location, and applicable local partners.
- Step 3. Complete and submit a Business Advancement Program application. An incomplete application may result in the dismissal of the application.
- Step 4. Town staff will collect and review applications for eligibility and completion. An incomplete application may result in the dismissal of the application.
- Step 5. As part of the review process, all applicants are required to present their request to the Town of Eagle Economic Vitality Committee (EVC).
- Step 6. The EVC will evaluate all applications, host applicants for presentations, and submit their funding recommendations to the Town Council.
- Step 7. The Town Council shall finalize award allocations via Resolution.
- Step 8. The applicant and Town shall enter into a Funding Agreement.
- Step 9. Implement project.
- Step 10. File a Reimbursement Request and submit a project close-out report. All project activities funded through the BAP must be completed no later than January 31, 2027.

## Section 9. Additional Resources

- [Town of Eagle Business Overview Process](#)
- [Town of Eagle Water Tap / Plant Investment Fee \(PIF\) Application Directions](#)
- [Eagle Chamber of Commerce Business Resources](#)
- [Walking Mountain Science Center Commercial Rebate Program](#)
- **Others?**

# Town of Eagle Business Advancement Program Scoring Rubric

## Purpose

The purpose of the Scoring Rubric is to provide a transparent and equitable evaluation framework for assessing Business Advancement Program (BAP) applications. Applications are scored by the Economic Vitality Committee (EVC) based on how effectively each project advances Eagle's economic development goals.

**Applicant/Business Name:** \_\_\_\_\_

**EVC Reviewer:** \_\_\_\_\_

**Review Date:** \_\_\_\_\_

## Category 1: Feasibility, Readiness & Accountability (40 Points)

Ensures the project is realistic, timely, and managed responsibly.

- \_\_\_\_\_ **Project Feasibility (0-10 pts):** Demonstrated financial ability, clear timeline, and readiness to proceed immediately after receiving BAP award notice. Business plan.
- \_\_\_\_\_ **Private Investment Leverage (0-10 pts):** Private match, reinvestment, and other funding leveraged beyond the required 1:1 match.
- \_\_\_\_\_ **Innovation (0-10 pts):** Incorporates new technologies or creative business models that align with the 2023 Town of Eagle Economic Development Plan.
- \_\_\_\_\_ **Reporting & Accountability (0-10 pts):** Applicant's commitment to providing documentation, tracking outcomes, and maintaining compliance with Town requirements.

## Category 2: Economic Impact & Local Benefit (30 Points)

Evaluates the project's ability to strengthen Eagle's local economy and contribute to job growth, business retention, and long-term sustainability.

- \_\_\_\_\_ **Economic Multiplier (0-10 pts):** Broader benefits to Eagle's commercial hubs, such as increased sales activity, new services, or local supply chain growth.
- \_\_\_\_\_ **Creative Placemaking (0-10 pts):** Improves the visual quality, accessibility, or vibrancy of public or semi-public spaces (e.g., façades, landscaping, outdoor seating).
- \_\_\_\_\_ **Equitable Access (0-10 pts):** Expands opportunity for businesses or commercial areas that have not historically received Town investment or support.

### Category 3: Business Growth (30 Points)

Assesses how the project supports Eagle's workforce and contributes to stable retention.

- \_\_\_\_\_ **Job Creation & Retention (0-10 pts):** Demonstrated certainty to create or retain year-round local employment opportunities.
- \_\_\_\_\_ **Employee Housing Assistance (0-10 pts):** Provides local housing assistance for year-round Eagle employees.
- \_\_\_\_\_ **Business Start-Up Support (0-10 pts):** Promotes entrepreneurship, business incubation, or expansion of new markets or services.

### Category 4: Sustainability (Up to 10 Bonus Points from any two items)

Please describe any TWO sustainability-related components of your project, if applicable. These are defined as project components that will have a positive impact on our local environment, reduce resource use, and/or reduce pollution. Category 4: Sustainability has been added to align with the Town's net zero by 2030 goal. Please reference [Eagle's Net Zero Action Plan](#) and the Construction & Demolition Waste Diversion Toolkit ([English](#); [Spanish](#)) for additional eligible examples and context. If awarded Bonus Points, the applicant must be able to demonstrate implementation of the sustainability component(s) in their project close-out report and reimbursement request.

Applicants can reach out to Kira Koppel, Sustainability Specialist, for guidance if interested in pursuing the Bonus Points: [kira.koppel@townofeagle.org](mailto:kira.koppel@townofeagle.org), 970-328-9658.

Qualified project examples include the following:

- \_\_\_\_\_ **Projects that improve energy efficiency/reduce energy use (5 pts):** Occupancy sensors, LED lighting, building controls, replacing existing equipment with more efficient equipment (i.e., furnace, heat pump, AC unit, dishwasher, stove, refrigerator, water heater), window and door sealing, window treatment improvements.
- \_\_\_\_\_ **Projects that add renewable energy (5 pts):** Solar panels, battery storage.
- \_\_\_\_\_ **Projects that electrify equipment (5 pts):** Replacing a furnace or boiler with a heat pump, installing EV charging stations.
- \_\_\_\_\_ **Projects that reduce waste production (5 pts):** Adding recycling or compost hauling to your business, switching from disposable service ware to reusable service ware, bus bins, recycling, and compost bins.
- \_\_\_\_\_ **Projects utilizing sustainable building materials (5 pts):** Using upcycled, recycled, or reclaimed products for interior or exterior site improvements, using nontoxic paints and finishes, recycling any demolished equipment.
- \_\_\_\_\_ **Projects reducing water use (5 pts):** Irrigation improvements, water-wise landscaping, installing water-efficient bathroom and kitchen fixtures, installing a water-efficient dishwasher.

Categories 1-3 - Points: \_\_\_\_\_ / 100  
Category 4 - Bonus Points: \_\_\_\_\_ / 10  
**Total Points:** \_\_\_\_\_ / 110

**Reviewer's Recommendation to Town Council:**

- Recommend for Funding with Conditions of Approval
- Recommend for Funding with no Conditions of Approval
- Do not recommend

**Reviewer's Comments:** Explain scoring decisions and note any recommended Conditions of Approval.

DRAFT

# Town of Eagle Business Advancement Program Application Form Questions

## **Applicant**

Applicant First & Last Name

Business Name

Mailing Address

Property Address (location where project is proposed)

Phone

Email

Business Type (*dropdown menu*)

- Retail
- Restaurant/Service
- Manufacturing
- Professional Services
- Lodging
- Other – fill in

## **Property Owner (if not same as applicant)**

Property Owner First & Last Name

Mailing Address

Phone

Email

**Did you watch the live or recorded version of the Business Advancement Program Informational Webinar?** (*check box, yes or no*)

## **Business Information**

Briefly describe your business and its main products or services.

How long has your business been operating in Eagle?

How many employees do you currently have?

What are the main financial challenges your business is facing?

**Project Type / Funding Request For** (*dropdown menu*)

- New business

- Improvements/modifications to an existing space
- Improvements to currently vacant/abandoned space
- Marketing, Advertising, Communications
- Housing stipend for employee(s)
- Other, fill in

Please provide an overview of your project / funding request. *(short description)*

What is the estimated total project budget? *(dropdown menu)*

- \$0 - \$1,000
- \$1,000- \$5,000
- \$5,000 - \$10,000
- \$10,000 - \$50,000
- Over \$50,000

Funding Request Amount (\$20,000 maximum). If applying for a housing stipend, enter \$0 and skip to the next question.

If applying for a housing stipend, what is the **amount equal to one (1) month's rentrequested amount (\$5,000 max)?**

What is the estimated project timeline (in months)? BAP funded aspects of a project / funding request must demonstrate completion by January 31, 2027.

Does the project / funding request require permitting and fees due to the Town of Eagle (Zoning, Building, Public Works, etc.)?

Briefly describe any local vendors, businesses, or individuals from whom you are collaborating with (purchasing products or services)?

### Grant Purpose

Please describe how this funding request will contribute to Eagle's local economy? Some prompts to consider include – Explain how the grant will help improve or sustain your business. What specific projects or initiatives will the grant support? How will this grant help you contribute more to Eagle's local economy and the community? How do you plan to measure the success of the initiatives funded by this grant? Are there any other factors you would like the Town to consider?

Are you able to contribute the required 1:1 matching dollars? What is that amount?

Does this project / funding request have other funding sources including? If yes, please describe.

Has the applicant received any other grants or funding from the Town of Eagle or Eagle Downtown Development Authority over the last 5 years? If yes, please describe how much and what the funds were for.

If you don't receive BAP funding or only receive partial funding, will the project still move forward? What is your level of confidence that you are going to move forward?

If applying for a housing stipend, how will your business continue to support employee housing needs after the BAP funds are used?

**Associated Files** (*file upload*)

- Approvals and/or permits for location (if available)
- Budget / pro forma (include Business Advancement Program line item)
- Resume of lead applicant
- If applicable, a list of any co-applicants / team members and their relation to the project / funding request.
- Detailed timeline
- Any visuals / rendering to help understand the project / funding request

Timothy Haley  
Alpine Bank  
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C: 970.331.5137

Builders Forum Town of Eagle  
Draft Doc

Hosted by :  
Alpine Bank /Slifer Smith & Frampton

The outline below details a proposed Builders Forum with the Town of Eagle and stakeholders. The purpose of this forum is to promote healthy dialog from within the Town to discuss opportunities, best practices, hurdles, and to propose desired outcomes that would allow for more transparency around potential developments and new constructions. Based on feedback heard during the Town Council election, stakeholders in and around the Town of Eagle are seeking clarity and process improvement while working with the Town for developments and permits.

Alpine Bank and SS&F will host and mediate a conversation with Town staff, committee and participating council members, along with Landowners, Developers/Builders, and Contractors. By improving transparency and communication we believe that the Town can begin to harness the momentum from private sector builders to fulfill upon the Towns desire for in-fill projects to increase density within the towns core. In addition, it can also harness the positive press and recognition for the improved process that are deemed business friendly. By taking stakeholder feedback and improving process and creating efficiencies Alpine Bank and SS&F believe this is one of the first steps in helping the Town of Eagle thrive.

The first action item for this Forum to move forward would be to solicit participation from the Town. After which, Alpine Bank, SS&F, and the Town would agree on how to open the Forum to Landowners, Developers/Builders and Contractors to ensure the right people are represented in the room.

Proposed attendees from the town include the following:

Representatives from Economic Vitality Committee  
Representatives from Planning and Zoning Committee  
Town Manager/Interim  
Town Council Members  
Town Engineer

Proposed Format for Forum

- Town outlines current process for attendees
- Town outlines what they see from applicants that cause delays, inefficiencies and issues
- Town updates attendees on any current or future process improvement currently being worked on.
- Attendees present issues associated with the current processes that are in place
- Attendees make recommendations to the Town on what could make the process easier to navigate
- Attendees share best practices from other municipalities within Eagle County that could be applied in Eagle.
- Alpine Bank and SS&F, outline the discussion. Once the discussion phase is completed, the group moves into Action Items and deadlines for areas of improvement.

Dates and Scheduling:

A proposed two-hour time range, after the new council has been seated and the open seat is filled, proposed for mid to late January to early February timeframe.

Other Consideration

Forum held in a neutral setting  
Tone setting & conduct expectation set  
Potential for Vail Daily article highlighting progress in Eagle  
Police Presence if deemed appropriate  
If deemed successful, another Forum for small businesses to be hosted using a modified format