



Town Council
Tuesday, January 13, 2026
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.*

TOWN COUNCIL MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

This will be an in-person meeting using Teams. Please note: All participants must remain muted until they are requested to speak. This will reduce background noise disruptions to the meeting attendees. When it's your turn to speak, you will have three (3) minutes for public comment. PUBLIC COMMENTS: If you are unable to attend, public comments regarding any items on this agenda can be submitted to Camille Deering, Town Clerk, and will be included as part of the record. For technical difficulties, please email clerk@townofeagle.org and we will do our best to assist you.

1. Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 267 851 210 13

Passcode: 3JL2MZ6n

Dial in by phone

[+1 469-770-0416,772332626#](tel:+14697700416772332626) United States, Kaufman

[Find a local number](#)

Phone conference ID: 772 332 626#

CALL TO ORDER - 6:00 PM

ROLL CALL

ADOPTION OF AGENDA

Opportunity for amendment or deletions to the agenda.

PUBLIC COMMENT

Citizen public comment offers an opportunity for citizens to express opinions or ask questions regarding town services, policies, or other matters of community concern, and any items that are not on the agenda. Please attempt to keep comments to three (3) minutes; time limits are established to provide efficiency in the conduct of the meeting and to allow equal opportunity for everyone wishing to speak. When appropriate, any questions by the public during public comment will be followed up on by the Town Manager and Town staff. Those who are speaking are requested to state their name and address for the record.

TOWN COUNCIL APPLICANT INTERVIEWS - 6:05 PM

1. Interviews with applicants for the Town Council Vacancy

CONSENT AGENDA - 6:20 PM

Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.

1. Minutes
2. December 2025 Bill Schedule
3. Resolution 01, Series 2026 - A Resolution of the Town Council of the Town of Eagle, Colorado Approving an Agreement for Professional Services with the Adam Palmer Sustainability Fund for 2026.
4. Resolution 02, Series 2026 - A Resolution of the Town Council of the Town of Eagle, Colorado Appointing a Member to the Eagle Downtown Development Authority.
5. Resolution 04, Series 2026 - A Resolution of the Town Council of the Town of Eagle, Colorado Supporting an Application to the Colorado Tourism Office For Wayfinding Implementation.

STAFF REPORTS - 6:25 PM

The Town Manager and department staff prepare and provide internal updates to the council.

1. Town Manager Update
2. Department Update

BUSINESS ITEMS - 6:30 PM

Items and / or Public Hearings are listed under Business may be old or new and may require review or action by the council.

1. Resolution 03, Series 2026 - A Resolution of the Town Council of the Town of Eagle, Colorado Appointing One Council Member to Fill a Town Council Vacancy
 - a. Oath of Office
2. Town of Eagle Energy Efficiency Program (Rebates) Update
3. Building Electrification Project - Investment Grade Audit Presentation & Discussion
4. Ordinance 20, Series 2025 - An Ordinance of the Town Council of the Town of Eagle, Colorado Amending Title 13 of the Eagle Town Code to Prohibit the Installation and Use of Graywater Treatment Works
5. Town Council Strategic Planning Contractor
6. Resolution 05, Series 2025 - A Resolution of the Town Council of the Town of Eagle, Colorado Appointing Council Members to Various Community and Advisory Committees.

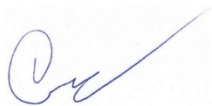
COUNCIL DISCUSSION AND FUTURE AGENDA ITEMS - 7:45 PM

Council will use this time to propose future agenda items, provide updates on Council Committees, and address general discussion items.

1. Eagle River Park Coalition & Wave Feature
2. EVHS Senior Banners
3. Pickleball at County Building

ADJOURN - 8:00 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.

A handwritten signature in blue ink, appearing to read 'Camille Deering', is written over a light blue rectangular background.

Camille Deering
Town Clerk

PUBLIC WIFI – Town of Eagle Public Wi-Fi



To: Mayor Woods and Town Council
From: Melissa Daruna, Interim Town Manager, Acting Town Clerk
Date: January 13, 2026
Agenda Item: Applications for Town Council Vacancy

REQUEST: Staff requests the Council review this memo and the applications for the Town Council vacancy ahead of voting on an appointment at the January 13, 2026 meeting.

BACKGROUND: On December 9, 2025 Bryan Woods, a seated Town Council Member, was sworn in as the new Mayor following the 2025 election. This created a vacancy for Bryan's seat on the Town Council.

Also on December 9, 2025, the Town Council declared the vacancy and directed staff to open an application period for interested residents to apply to be appointed. The application period was open from December 10 – December 23, 2025.

ANALYSIS: The Town received 3 applications for the Town Council appointment. Those applications are linked below. Staff has requested the applicants attend the January 13 Town Council meeting for interviews. Following interviews, the Council may discuss and then vote on an appointee.

COMMUNITY INPUT: Various community members have submitted letters of support the candidates. All letters received as of the publication of the packet have been included as an attachment to this report. Any letters of support or other public comment received after the publication of the packet will be forwarded to the Council before 6 p.m. on January 13, 2026.

BUDGET/STAFF IMPACT: There is no additional budget or staff impact.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED: Filling the Town Council vacancy is required by the Town' Charter.

RECOMMENDED ACTION OR PROPOSED MOTION:

The Council may call for a vote during the appointment business item on the January 13, 2026 agenda.

ATTACHMENTS: Applications for the Town Council vacancy established December 9, 2025:

- Andrew Atkins
- Jason Cole
- Gerardo Lopez Martinez
- Combined letters of support for all applicants

Print

Town Council & Planning Commission Application - Vacancies Only - Submission #19493

Date Submitted: 12/19/2025



Select the Town Council or Planning Commission*

Town Council (vacancies only)

Use the drop-down to select.

There is currently one vacancy on Town Council. Applications must be received by 4:00 p.m. December 23, 2025. Please contact the Town Clerk's Office for information at clerk@townofeagle.org or 970-328-6354.

PERSONAL INFORMATION

First Name*

Andrew

Last Name*

Atkins

Address1*

PO Box 6736 (street address 306 Howard St.)

Address2

City*

Eagle

State*

CO

Zip*

81631

Email Address*

ara3atkins@gmail.com

Contact Phone Number*

970-764-0849

Business Address

PO Box 6736, Eagle CO 816431

Business Phone Number

970-764-0849

Occupation

Attorney

TOWN COUNCIL ELIGIBILITY AFFIRMATION

By answering these questions for a Town Council vacancy, the applicant is affirming all criteria are met pursuant to the Town's Charter. Those applying for a Planning Commission vacancy are also encouraged to provide the following information.

Are you a United States Citizen?

☒ Yes

☐ No

Are you a registered elector of the Town of Eagle?

☒ Yes

☐ No

Have you been an Eagle resident no less than 12 consecutive months?

☒ Yes

☐ No

Length of Residency in Eagle

2 years 7 months

Are you a registered voter and eligible to vote in the Colorado General Election?

☒ Yes

☐ No

EDUCATION AND HOBBIES

High School

St. George’s School, Newport RI (1996)

College

U.S. Military Academy, West Point NY (2000)

Trade or Business School

University of Washington School of Law (2007), Judge Advocate General’s School (2012)

Hobbies

Cycling, backpacking, educational and human services volunteer activities, travel, reading, skiing

ORGANIZATION MEMBERSHIP INFORMATION

Are you or have you served on other Boards, Commissions, or Committees?

☒ Yes

☐ No

If yes, which

Town of Eagle Planning & Zoning Commission

Please list organization memberships and positions held

Commissioner, Town of Eagle Planning and Zoning Commission; Board Member and Nominating & Governance Committee Chair, Eagle Valley Community Foundation

Please List Areas of Special Interest

Addressing food insecurity, enhancing access to health and social services resources, expanding youth activities and childcare in our valley

Why do you want to serve your community in this capacity?

I seek to to participate in shaping Eagle’s long term growth consistent with our Comprehensive Plan, with the goal of expanding economic activity and quality of life during my two year term and beyond.

ADDITIONAL QUESTIONS

1. What opportunities does the Town of Eagle have?

Eagle is blessed with genuine small-town character that makes it the best place to raise a family on the Western Slope. With its pristine natural environment and the ways the community has grown since my childhood, Eagle provides exceptional quality of life for current and future residents. Our location on the I-70 corridor and amidst prime USFS, BLM, and local open space provides a wide range of economic opportunities for new and established businesses.

2. What challenges currently exist in the Town of Eagle?

Eagle continues to face challenges with housing affordability and workforce retention, managing growth while preserving its small-town character, constrained infrastructure, and limited sales tax-reliant budgetary resources.

3. As a Council/Committee Member, how would you approach these challenges?

If appointed, I will seek to advance the Grand Avenue Corridor Plan, bring about an additional I-70 interchange to alleviate Highway 6 congestion, and implement other infrastructure improvements to keep up with ongoing development. I will apply my experience in land use law to further responsible residential and commercial growth within our Three Mile Plan area. I will listen to our citizens, the Downtown Development Authority, and other stakeholders to foster the events, activities and businesses that will draw recreational visitors and new residents to Eagle. Finally, as a parent, I will look for ways to further the safety and well being of our youth and support their growth.

**** Notarized Affidavit Required**

Please note that a Town Council appointment requires a notarized Conflict of Interest Affidavit on file. Please download, complete, and re-upload the notarized affidavit with your application submittal.

[Download Affidavit Here](#)

[Conflict of Interest Affidavit](#)

Please include a letter of interest and resume with your submittal.

Atkins Letter of Interest and Resume.pdf

Please attach in .pdf format.

Please include the notarized Conflict of Interest Affidavit with your submittal.*

Atkins Conflict of Interest Affidavit.pdf

Please attach in .pdf format.

CONFLICT OF INTEREST DISCLOSURE STATEMENT

TOWN OF EAGLE, COLORADO

The following disclosure statement is submitted to the Town Clerk of the Town of Eagle pursuant to the requirements of Section Article III, Section 3.06 of the Town Charter and, to the extent applicable, Section 24-18-109(3)(a), C.R.S. or pursuant to Town of Eagle Employee Handbook Section 4.14 Ethical Standards; Incompatible Activities

Name:
Andrew Atkins

Title:
Town Council Applicant

Decision(s) or contract affected (give description of item to be addressed by Council, Board, Department Director, etc.):
None known at this time.

Brief statement of interest:

As an attorney, I may from time to time have to recuse myself from matters coming before the Council that involve a client. As a Board Member of the Eagle Valley Community Foundation, I would recuse myself if the Foundation comes before the Council seeking a financial contribution or for any other purpose.

Date: 12/19/2025

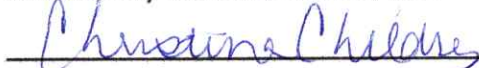
Signature: 

STATE OF COLORADO)
) ss
COUNTY OF EAGLE)

The foregoing instrument was acknowledged before me this 19th day of December, 2025 by
Andrew Atkins.

Christina Childrey
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20044017753
MY COMMISSION EXPIRES May 21, 2028

Witness my hand and official seal


Notary Public

My Commission Expires: 05/21/2028

REMOVAL OF CONFLICT OF INTEREST

I affirm that the above-stated conflict of interest no longer exists.

Date:

Signature:

Andrew Atkins

306 Howard St., Eagle CO 81631 / P.O. Box 6736, Eagle CO 81631
(970) 764-0849

Dear Council Members,

Thank you for considering my application to serve on the Town Council. I hope to join you in advancing our Comprehensive Plan, responding to citizens' calls for action, supporting the staff, and expanding economic activity and quality of life for all in Eagle. I am deeply motivated to contribute my experience in law, public service, community leadership, and strategic planning to the Council during this pivotal period of growth and opportunity.

Returning home to Colorado in 2022 following twenty-two years of military and civil service, my family chose to settle in Eagle because of its cultural vitality, economic promise, and unparalleled access to outdoor recreation. As our ties to the community deepen, the "Eagle in 2040" goals fellow citizens articulated in the Elevate Eagle Comprehensive Plan strongly resonate with us. At the same time, my wife Alison and I recognize that revenue constraints, housing pressures, infrastructure demands, and competing land-use priorities make realizing that vision both complex and challenging.

As a Council member, I will work collaboratively with fellow Council members, Town staff, and residents to build on the strong foundation already in place while advancing thoughtful new solutions to these challenges. ReCode—an effort I strongly supported—was an important step forward, but it is only a beginning. I will prioritize continued progress on the Grand Avenue Corridor Plan, pursue an additional I-70 interchange in coordination with regional partners to help relieve Highway 6 congestion, and support other infrastructure investments needed to responsibly accommodate growth. I will apply my experience in land use law to encourage balanced residential and commercial development within the Three Mile Plan area. I also will engage closely with residents, the Downtown Development Authority, and other stakeholders to foster events, activities, and businesses that strengthen Eagle's economy while preserving its character. Finally, as a parent, I am committed to advancing the safety, well-being, and healthy development of our youth.

I would be honored to serve our community and help shape Eagle's future with thoughtful leadership and a deep commitment to public service. I understand that serving on the Council requires diligence, preparation, and collaboration, and I am prepared to invest the time, listen carefully, and build the relationships necessary to be an effective and constructive colleague. Thank you for your consideration.

Sincerely,



Andrew Atkins

Leader and public servant skilled in family law, real estate and land use, construction litigation, risk management, strategic response, legislative affairs, and regulatory compliance. Establishes trust, builds teams, and manages complex problems discreetly with compassion and open-mindedness.

PROFESSIONAL EXPERIENCE

Solo Practice Attorney, Holy Cross Law LLC (July 2025-Present)
Eagle, Colorado

- Represent and advise clients in domestic relations matters, including divorces, premarital agreements, post-decree enforcement, allocating parental responsibilities, and protection orders.
- Prepare property tax protests for clients across Colorado and appear before county Boards of Equalization and the Colorado Board of Assessment Appeals.

Senior Counsel, Garfield & Hecht P.C. (March 2023-July 2025)
Avon, Aspen, Glenwood Springs, and Denver, Colorado

- Appeared before Colorado District courts, the U.S. District Court for the District of Colorado, and municipal bodies in real estate disputes, homeowners association enforcement actions, landlord-tenant disputes, construction defect litigation, land use, and domestic relations litigation.
- Drafted marital separation agreements, leases, contracts, and corporate documents in coordination with clients' tax and investment advisors, family office directors, and other team members.
- Drafted and litigated property tax protests and appeals before county and state authorities, achieving a 93% success rate and average valuation reduction of \$6.1M in 2023, 2024, and 2025.

Senior Supervising Counsel, AmeriCorps Office of the General Counsel (2021-2023)
Washington, DC and Remote

- Advised senior officials on financial management, appropriations, and audit compliance for over \$1.1B of community service programs in coordination with other Executive Branch departments, and supervised five counsel providing contracts, tort claims, ethics, and employment advice.
- Collaborated with counsel and management to draft contract solicitations, review bid proposals, and formulate strategy for bid protests in support of the agency's \$32M technology modernization.
- Led cross-functional teams developing budget justifications and annual financial reports, prepared officials for congressional testimony, drafted revisions to Title 42, U.S. Code, and advocated before the White House Counsel, Office of Management and Budget, and Department of Justice.

Deputy Legal Counsel to the Chairman of the Joint Chiefs of Staff (2019-2021)
The Pentagon, Washington, D.C.

- Advised the Principal Military Advisor to the President on domestic military operations, high profile internal investigations, elections, foreign military sales, security cooperation, and disaster relief.
- Drafted correspondence to the President, Secretary of Defense, Congress, and the media regarding 2020-2021 U.S. protests, foreign military sales, the Southern border, and other sensitive matters.
- Collaborated with civilian and military officials to respond to the COVID-19 pandemic, advising on interagency agreements, support to civilian authorities, public health policy, and other matters.
- Participated in cross-functional teams developing interagency programs to support border security and the 2020 presidential transition, and drafted legislation to enhance global security cooperation.
- Led and reviewed complex investigations of military operations, workplace misconduct, intelligence activities, and other matters, collaborating globally and recommending changes to policies.

Deputy General Counsel, Military District of Washington

(2017-2019)

Washington, D.C.

- Led a 30-person office advising leaders on fiscal law, contracting, public relations, investigations, criminal justice, interagency coordination, and legal aid for a 6,000 person, \$85M organization.
- Supervised the prosecutor's office responsible for Army criminal prosecutions in the National Capital Region, overseeing felony and misdemeanor cases in coordination with civil authorities.
- Conducted highly sensitive investigations involving senior Army officials, including investigations into employee relationships, ethics abuses, harassment and discrimination, and fatal accidents.

Director of Administrative and Contract Law, U.S. Forces Korea

(2015-2017)

Seoul, Korea

- Led 5 attorneys and 2 paralegals advising the four-star general commanding U.S. military forces in Korea on fiscal law, acquisitions, government ethics, employment law, and investigations, while developing and presenting training to 27 attorneys and 8 paralegals dispersed across South Korea.
- Conducted investigations and developed crisis mitigation plans for sensitive international incidents involving property damage and loss of life due to U.S. military operations in Korea and Nepal.

General Counsel, Prosecutor, International Law Attorney, and Cavalry Officer

(2000-2015)

Locations Worldwide

- Prosecuted felony and misdemeanor cases, advised foreign officials, led workplace misconduct investigations, and advised servicemembers on estate planning, family law, and consumer matters.
- Commanded four tanks and sixteen soldiers in the world's premier combat training center and supervised the leasing, maintenance, and operations of an 86 vehicle fleet with 104 personnel.

EDUCATION AND PUBLICATIONS

- **United States Military Academy at West Point** (BS, 2000, Foreign Languages)
3.88 GPA; 22/968 Class Rank; Dean's List and Distinguished Cadet
- **University of Washington School of Law** (JD, 2007)
3.59 GPA; Managing Editor, Pacific Rim Law and Policy Journal
Extern, the Hon. Judge Robert Bryan, U.S. District Court for the Western District of Washington
- **The Judge Advocate General's Legal Center and School** (LLM, 2012)
4.00 GPA; Volunteer Coach, Officer Basic Course Physical Training Program
- *Host Nation Sovereignty During U.S. Counterinsurgency Operations*, Military Law Review (2012)
- *Customary International Law in Multinational Military Operations*, Pacific Rim Law & Policy J. (2007)

CERTIFICATIONS AND ACTIVITIES

- Commissioner, Town of Eagle Planning & Zoning Commission, Eagle, Colorado
- Board Member, Eagle Valley Community Foundation, Eagle County, Colorado
- Law Student Mentor, University of Wash.; Volunteer Judge, George Mason Univ. School of Law
- Guest Lecturer, Colorado Mountain College and The Judge Advocate General's School
- Bar Member, the States of Colorado and Washington and the U.S. Supreme Court
- Harris Award for Leadership and Academic Excellence, Army Command and General Staff College
- Qualifying Athlete, Ironman 70.3 World Championships and USA Triathlon Championships
- Advanced Spanish and basic German language skills

Online Form Submittal: Town Council & Planning Commission Application - Vacancies Only

From noreply@civicplus.com <noreply@civicplus.com>

Date Wed 12/17/2025 11:53 AM

To Town of Eagle Clerk <clerk@townofeagle.org>

CAUTION: This email is from an external source. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Town Council & Planning Commission Application - Vacancies Only

Select the Town Council or Town Council (vacancies only)
Planning Commission

There is currently one vacancy on Town Council. Applications must be received by 4:00 p.m. December 23, 2025. Please contact the Town Clerk's Office for information at clerk@townofeagle.org or 970-328-6354.

PERSONAL INFORMATION

First Name	Jason
Last Name	Cole
Address1	719 A Bull Run
Address2	<i>Field not completed.</i>
City	Eagle
State	CO
Zip	81631
Email Address	jasonjcole@gmail.com
Contact Phone Number	9703439311
Business Address	<i>Field not completed.</i>
Business Phone Number	<i>Field not completed.</i>
Occupation	Real Estate

(Section Break)

TOWN COUNCIL ELIGIBILITY AFFIRMATION

By answering these questions for a Town Council vacancy, the applicant is affirming all criteria are met pursuant to the Town's Charter. Those applying for a Planning Commission vacancy are also encouraged to provide the following information.

Are you a United States Citizen?	Yes
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Are you a registered elector of the Town of Eagle?	Yes
--	-----

Have you been an Eagle resident no less than 12 consecutive months?	Yes
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Length of Residency in Eagle	14 Years
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Are you a registered voter and eligible to vote in the Colorado General Election?	No
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(Section Break)

EDUCATION AND HOBBIES

High School	Russell High School
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College	Kansas State University
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Trade or Business School	<i>Field not completed.</i>
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Hobbies	Biking, Ski/Snowboard, driving kids to sports practice and games
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(Section Break)

ORGANIZATION MEMBERSHIP INFORMATION

Are you or have you served on other Boards, Commissions, or Committees?	Yes
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If yes, which	Eagle Air Alliance
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Please list organization memberships and positions held	Eagle Air Alliance Board Member
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Please List Areas of Special Interest	Possibly Eagle Air Alliance
---------------------------------------	-----------------------------

Why do you want to serve your community in this capacity?	I care deeply about this community and believe Eagle is at an important moment in its growth and identity. I'd like to continue with the goal I started with, and that is, to work with this council, the town staff and our community to Make Eagle Happen.
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(Section Break)

ADDITIONAL QUESTIONS

1. What opportunities does the Town of Eagle have?	We've got a strong foundation; great people, natural beauty, and a genuine sense of community, but we need leadership that turns potential into progress. Growth isn't the enemy, unmanaged growth is. We can welcome new neighbors and businesses without losing what makes Eagle feel like home. That means thoughtful planning, prioritizing design that complements our mountain character, and protecting our open spaces and trails. My goal is to say "yes" to progress, but in a way that still lets you recognize the Eagle you fell in love with.
2. What challenges currently exist in the Town of Eagle?	Our transportation infrastructure, affordable housing, early childhood care. Those issues lead to a lack of workforce. It's hard for people to remain in our mountain town. I believe that the previous council did a great job addressing these issues and has plans in place to continue working towards more solutions, but in order to have the money needed we'll need to continue pushing for a more business friendly town so that we can generate more sales tax revenue.
3. As a Council/Committee Member, how would you approach these challenges?	Collaboration with town staff, business owners, developers, the county, the other towns in our valley, and organizations such as the VVF, VVP, Vail Health and Vail Resorts will be key to overcoming our current challenges. I'd like to bring focus, collaboration, and momentum to projects that move Eagle forward while keeping the small-town heart that makes this place special.

**** Notarized Affidavit Required**

Please note that a Town Council appointment requires a notarized Conflict of Interest Affidavit on file. Please download, complete, and re-upload the notarized affidavit with your application submittal.

Download Affidavit Here	Conflict of Interest Affidavit
Please include a letter of interest and resume with your submittal.	J Cole__Resume_Letter of Interest.pdf
Please include the notarized Conflict of Interest Affidavit with your submittal.	conflict of interest.pdf

Email not displaying correctly? [View it in your browser.](#)

CONFLICT OF INTEREST DISCLOSURE STATEMENT

TOWN OF EAGLE, COLORADO

The following disclosure statement is submitted to the Town Clerk of the Town of Eagle pursuant to the requirements of Section Article III, Section 3.06 of the Town Charter and, to the extent applicable, Section 24-18-109(3)(a), C.R.S. or pursuant to Town of Eagle Employee Handbook Section 4.14 Ethical Standards; Incompatible Activities

Name:
Jason Cole

Title: **Eagle Air Alliance Board Member**

Decision(s) or contract affected (give description of item to be addressed by Council, Board, Department Director, etc.):
Board Member on Eagle Air Alliance

Brief statement of interest:

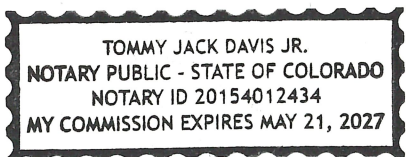
I'm not sure if this would be a conflict of interest, but thought I should mention. I've been a board member of the Eagle Air Alliance since 2017. Our group works with airlines to keep flights into and out of EGE, and look to add new flights that would be valuable to our valley.

Date: 12-17-25

Signature: 

STATE OF COLORADO)
) ss
COUNTY OF EAGLE)

The foregoing instrument was acknowledged before me this 17 day of December, 2025, by Jason Cole.



Witness my hand and official seal

Tommy Lee Davis Jr.
Notary Public

My Commission Expires: May 21, 2027

REMOVAL OF CONFLICT OF INTEREST

I affirm that the above-stated conflict of interest no longer exists.

Date:

Signature: _____

CORE COMPETENCIES

- *Balances Stakeholders
 - *Business Insights
- *Manages Complexity
- *Business Networks
- *Strategic Mindset
- *Builds Effective Teams

EDUCATION

Associates Degree

Johnson County Community College

B.S. Political Science 2005

Kansas State University

Minor Leadership Studies 2005

Kansas State University

College Activities:

Men's Lacrosse Team (KSU)

Pre Law Program (KSU)

First Tee National Academy (KSU)

Men's Cross Country Team (JCCC)

Men's Track Team (JCCC)

COMMUNITY INVOLVEMENT

Eagle Air Alliance Board Member

Mountain Rec Youth Sports Coach

Vail Valley Mountain Trails Volunteer

ABOUT ME

I started my career with SSFRE in May 2007, and have spent time in almost every department of the company. I began with the dream of selling but found that my passion and skill set is on the support and leadership side of the business. I enjoy the day-to-day work but building teams and helping others realize their full potential is what I value the most about my position. Over the past 18 years I've seen good days, bad days, booming markets, a recession and a pandemic. I know the only thing I can control is my attitude and approach. I try to remain calm and collected no matter what the situation may be.

SSFRE operates in six markets from Denver through the Roaring Fork Valley. Our team consists of 300+ Brokers and a support staff of 80+ team members. We are the #1 independent real estate brokerage in Colorado with an average annual sales volume of \$3+ Billion.

My wife, Kelsey, and I live in Eagle, CO and are raising two kids; Ada (14) & Gus (11). We enjoy spending time as a family taking advantage of all the amazing things our mountain community has to offer from skiing in the winter, to camping and biking in the summer.

RECENT EXPERIENCE

Slifer Smith & Frampton Real Estate:

E-Business Coordinator

Avon Office (Sept 12 – Oct 13)

Marketing Manager

Avon Office (Oct 13 – Oct 15)

Director of Operations

Avon Office (Oct 15 – Feb 18)

Vice President of Operations

The Slifer House (Feb 18 – March 21)

Subject: Letter of Interest – Commitment to Eagle’s Economic Vitality and Community Energy

Dear Mayor Woods and Members of the Town Council,

I am writing to formally express my interest in being appointed to the vacant Town Council seat. I care deeply about this community and believe Eagle is at an important moment in its growth and identity.

Eagle has a strong foundation, a beautiful setting, and residents who genuinely care about where they live. I believe Eagle can honor its small-town character while also becoming a more vibrant, fun, and economically dynamic place to live, work, and visit. Small businesses are the backbone of our local economy, and they deserve leadership that actively supports their success, encourages smart growth, and creates opportunities for people to gather, spend time, and invest locally.

If appointed, my focus as a member of Town Council would be:

- Strengthening Eagle’s economy by supporting and advocating for small businesses
- Encouraging thoughtful growth that builds on our strong foundation
- Injecting energy, events, and creativity into our town to increase community engagement and pride

I believe effective leadership starts with listening, collaboration, and a willingness to take action. I look forward to working with the Town Council, staff, business owners, and residents to move Eagle forward in a positive and inclusive way.

Thank you for your service to our community and for your consideration. I am excited about the future of Eagle and the opportunity to help **Make Eagle Happen**.

Respectfully,

Jason Cole
719 A Bull Run, Eagle, CO 81631

Online Form Submittal: Town Council & Planning Commission Application - Vacancies Only

From noreply@civicplus.com <noreply@civicplus.com>

Date Mon 12/22/2025 12:01 AM

To Town of Eagle Clerk <clerk@townofeagle.org>

CAUTION: This email is from an external source. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Town Council & Planning Commission Application - Vacancies Only

Select the Town Council or Planning & Zoning Commission
Planning Commission

There is currently one vacancy on Town Council. Applications must be received by 4:00 p.m. December 23, 2025. Please contact the Town Clerk's Office for information at clerk@townofeagle.org or 970-328-6354.

PERSONAL INFORMATION

First Name Gerardo

Last Name Lopez Martinez

Address1 33 Christian Court

Address2 *Field not completed.*

City Eagle

State CO

Zip 81631

Email Address gerardolopezm01@gmail.com

Contact Phone Number 9703316506

Business Address *Field not completed.*

Business Phone Number *Field not completed.*

Occupation *Field not completed.*

(Section Break)

TOWN COUNCIL ELIGIBILITY AFFIRMATION

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Are you a United States Citizen?	Yes
----------------------------------	-----

Are you a registered elector of the Town of Eagle?	Yes
--	-----

Have you been an Eagle resident no less than 12 consecutive months?	Yes
---	-----

Length of Residency in Eagle	11 years
------------------------------	----------

Are you a registered voter and eligible to vote in the Colorado General Election?	Yes
---	-----

(Section Break)

EDUCATION AND HOBBIES

High School	Eagle Valley High School
-------------	--------------------------

College	Colorado Mountain College
---------	---------------------------

Trade or Business School	Davis School of Business - Colorado Mesa University
--------------------------	---

Hobbies	Reading, running, skiing, weightlifting, coaching, mentoring, community engagement, education, etc.
---------	---

(Section Break)

ORGANIZATION MEMBERSHIP INFORMATION

Are you or have you served on other Boards, Commissions, or Committees?	Yes
---	-----

If yes, which	Vail Valley Charitable Fund, Speak Up Reach Out, Sustainability Advisory Committee - Palmer Fund
---------------	--

Please list organization memberships and positions held	Board member - Vail Valley Charitable Fund Board member - Speak Up Reach Out Advisory Committee member - Sustainability Advisory Committee Palmer Fund
---	--

Please List Areas of Special Interest	Community engagement, youth development, education, culture, business development, finance, etc.
Why do you want to serve your community in this capacity?	I am motivated to serve my community in this capacity by acting as a strong connector between the Town of Eagle and communities that are often underrepresented, including our Hispanic population. I want to help build a stronger, more unified community, one where residents feel proud to live in Eagle and see it as a place they can call home for the long term. The Town of Eagle has been moving forward with these efforts and my family is one of many that love calling this town home. I also believe deeply in service-first leadership. I would welcome the opportunity to help identify and elevate any challenges or bottlenecks that limit access, opportunity, or participation. I know that I am a novice when it comes to local government, but I believe my greatest strength is my curiosity. I am eager to learn to help the existing leadership further advance their efforts toward solutions that allow every resident of Eagle to thrive.

(Section Break)

ADDITIONAL QUESTIONS

1. What opportunities does the Town of Eagle have?	The Town of Eagle has a strong opportunity to continue building a connected, inclusive, and sustainable community while preserving the character that makes it special. Eagle benefits from a growing and diverse population, a strong local economy, and engaged residents who care deeply about where they live. As a smaller town, Eagle also has the advantage of accessibility, residents can engage directly with local government, nonprofits, schools, and businesses in a way that larger communities often cannot. It is amazing to see. There is also an opportunity to strengthen workforce stability and long-term residency by addressing housing, transportation, education, and employment efforts. Eagle can position itself as a place where people do not just work temporarily, but can build full lives, raise families, and invest in the community long term. Additionally, Eagle has the opportunity to continue improving civic engagement by ensuring that underrepresented populations feel welcomed, informed, and included in decision-making processes.
2. What challenges currently exist in the Town of Eagle?	Like many mountain communities, Eagle faces challenges related to housing affordability, workforce retention, and growth management. Rising housing costs and limited availability can make it difficult for local workers, young families, and essential service providers to remain in the community. This can impact schools, healthcare, businesses, and overall quality of life. Another challenge is ensuring that all voices are represented in civic processes. Some residents, particularly working families, renters, and members of the Hispanic community, may face

barriers to participation due to language, scheduling, or lack of awareness about how local government functions. This is a problem seen all over our community and I am not calling the Town of Eagle out, but we could do better and serve as an example for other towns to follow. Additionally, balancing growth while preserving Eagle's identity, infrastructure, and environmental resources remains an ongoing challenge. With limited resources and staffing, the Town must make thoughtful, strategic decisions that balance immediate needs with long-term sustainability. These are all challenges that I am aware will take time, and I am open to dedicating much of my time to make efforts to help address these challenges.

3. As a Council/Committee Member, how would you approach these challenges?

As a Council Member, I would be very aware that I am new in this world. I would make an effort to get to know each Council member's views. I believe having a relationship with each member is important. Now, the challenges I mentioned, I would approach the challenges with a service-first, collaborative mindset. My focus would be on listening carefully to residents, town staff, and community partners to understand where systems are working and where people are getting stuck. I believe effective local leadership starts with asking the right questions and using both data and lived experience to guide decisions. Making sure key players have a seat on the table is important. I would work to elevate voices that may not always be present in the room by supporting inclusive outreach, clear communication, and accessible engagement opportunities. Drawing from my background working closely with students, families, and community organizations, I would aim to act as a connector, helping align efforts across sectors to reduce inefficiencies and identify practical solutions. Above all, I would prioritize long-term stability and community well-being, ensuring that decisions made today help Eagle remain a place where people are proud to live, feel heard, and can thrive for years to come.

**** Notarized Affidavit Required**

Please note that a Town Council appointment requires a notarized Conflict of Interest Affidavit on file. Please download, complete, and re-upload the notarized affidavit with your application submittal.

Download Affidavit Here

[Conflict of Interest Affidavit](#)

Please include a letter of interest and resume with your submittal.

[Resume and Letter of Interest Gerardo Lopez.pdf](#)

Please include the notarized Conflict of Interest Affidavit with your submittal.

[GerryLopezCONFLICT-OF-INTEREST-DISCLOSURE-STATEMENT-NOTARY.pdf](#)

CONFLICT OF INTEREST DISCLOSURE STATEMENT
TOWN OF EAGLE, COLORADO

The following disclosure statement is submitted to the Town Clerk of the Town of Eagle pursuant to the requirements of Section Article III, Section 3.06 of the Town Charter and, to the extent applicable, Section 24-18-109(3)(a), C.R.S. or pursuant to Town of Eagle Employee Handbook Section 4.14 Ethical Standards; Incompatible Activities

Name:

Title:

Decision(s) or contract affected (give description of item to be addressed by Council, Board, Department Director, etc.):

Brief statement of interest:

Date:

Signature:

STATE OF COLORADO)
) ss
COUNTY OF EAGLE)

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____.

Witness my hand and official seal

Notary Public

My Commission Expires: _____

REMOVAL OF CONFLICT OF INTEREST

I affirm that the above-stated conflict of interest no longer exists.

Date:

Signature:

**CONFLICT OF INTEREST DISCLOSURE STATEMENT
TOWN OF EAGLE, COLORADO**

The following disclosure statement is submitted to the Town Clerk of the Town of Eagle pursuant to the requirements of Section Article III, Section 3.06 of the Town Charter and, to the extent applicable, Section 24-18-109(3)(a), C.R.S. or pursuant to Town of Eagle Employee Handbook Section 4.14 Ethical Standards; Incompatible Activities

Name:

Gerardo Lopez Martinez

Title:

Scholarship Manager

Decision(s) or contract affected (give description of item to be addressed by Council, Board, Department Director, etc.):

N/A

Brief statement of interest:

I work full time for an organization called My Future Pathways, My Future Pathways' mission is to provide a helping hand to empower and enhance the lives of young Latino community members and their families. We inspire youth to ignite their grit and passion to achieve the ultimate goals of graduation, employability and leadership for a fulfilling and productive life. I also sit on the board for Vail Valley Charitable Fund and Speak Up Reach Out.

Date:

12/21/2025

Signature:

STATE OF COLORADO)

) ss

COUNTY OF EAGLE)

The foregoing instrument was acknowledged before me this 5th day of January, 2026, by Gerardo Lopez Martinez.

**EUNICE COLIN
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20254035740
MY COMMISSION EXPIRES 09/19/2029**

Witness my hand and official seal

Notary Public

My Commission Expires: September 19, 2029

REMOVAL OF CONFLICT OF INTEREST

I affirm that the above-stated conflict of interest no longer exists.

Date:

Signature:

GERARDO LOPEZ MARTINEZ

(970) 331-6506 | gerardolopezm01@gmail.com

Objective: Motivated MBA students with extensive experience in scholarship management, student engagement, and program coordination. Dedicated to empowering individuals and fostering community development through education and innovative leadership. Seeking opportunities to leverage my bilingual communication, strategic planning expertise, and passion for mentoring diverse populations while gaining valuable experience in the finance sector to advance my long-term career goals.

EDUCATION

Bachelor's Degree, Colorado Mountain College Vail Valley, 2021

- Major: Business Administration
- Related coursework: Business management, ethics, statistics, team building, emotional intelligence, accounting, finance.

Masters of Business Administration, Davis School of Business - Colorado Mesa University, Spring 2026

- Related coursework: Business management, statistics, team building, emotional intelligence, various accounting, strategy, economics, and marketing.

SKILLS & ABILITIES

Management

- Created plans for meetings and kept stakeholders up to date with consistent follow-ups.
- Manage my time and am knowledgeable in keeping work priorities straight. Able to work under pressure and tight deadlines.
- Coordinate different local organizations and aid in keeping alignment with the mission and the overall goal.
- Conducted financial audits and maintained compliance with internal policies and external regulations.
- Experience in AI development, training machine learning models, and building chatbots for automation and engagement.

- Developed budget forecasts and analyzed financial data for scholarship programs, ensuring efficient fund allocation.
- Proficient in website development, including working with WordPress shortcodes and customizations.

Communication

- Fluent in both the English and Spanish languages. (Able to speak, read, and write.)
- Well-informed in the use of email and can consistently reply to all emails promptly.
- Experience speaking at meetings and in front of large groups.
- Experienced in active listening and cooperating with different types of teams.

Leadership

- Experience in representing an organization in various types of meetings, presenting on what the organization does, and able to answer questions that may arise.
- Advanced skills in Excel, PowerPoint, Google Forms, Tableau, and social media.
- Create presentations and data analysis to present findings.
- Adaptable to new environments and always looking for educational opportunities to hone existing leadership skills and gain new ones.

EXPERIENCE

Youth Advisor & Administrative Coordinator, Mountain Youth, Oct 2017 to Sept 2019

Youth Engagement Coordinator, Eagle Valley Behavioral Health/Vail Health, Sept 2019 to April 2021

PRN Healthcare, Vail Health, March 2021 to April 2022

Recruitment Manager, The Betty & Gerald Ford Presidential Scholarship Fund, March 2022 to present

Scholarship Manager, My Future Pathways, September 2022 to present

- Data emphasis internship January 2025-March 2025

Dear Mayor and Members of the Town Council,

I am writing to formally express my interest in serving on the Town of Eagle Council. Eagle is a community I am proud to call home, and I am motivated by a desire to contribute my time, experience, and perspective in service of its residents.

I believe Eagle has a unique opportunity to continue growing as a strong, connected, and inclusive community while preserving the character and values that make it special. As someone who works closely with students, families, and community organizations across the valley, I have seen firsthand both the strengths of our town and the challenges many residents face, particularly around housing affordability, workforce stability, business development, and access to civic processes. These experiences have shaped my belief that effective local leadership requires listening deeply, collaborating across sectors, and focusing on long-term solutions that benefit the entire community.

I am especially motivated to serve as a connector between the Town and residents who may feel underrepresented or disconnected from local decision-making, including members of the Hispanic community and working families. I believe that when people feel seen, heard, and included, communities become stronger and more resilient. Ensuring that civic engagement is accessible and welcoming to all residents is something I deeply value.

Professionally, I bring an operations-focused and service-oriented mindset. Although I am new to the world of government, just know my work requires identifying inefficiencies, understanding systems, and helping people navigate complex processes, skills that translate well to thoughtful governance. As a Council member, I would prioritize collaboration with town staff, fellow council members, and community partners to identify bottlenecks, elevate community needs, and support practical, data-informed solutions that improve quality of life.

Above all, I view public service as a responsibility rather than a platform. I am committed to approaching this role with humility, integrity, and a focus on the collective good. I care deeply about Eagle's future and would be honored to contribute to ensuring it remains a place where people are proud to live, can build full lives, and see a future for themselves and their families.

Thank you for your time and consideration. I appreciate the opportunity to be considered for this role and look forward to continuing to serve the Town of Eagle in any capacity that supports its success.

Best regards,

Gerardo "Gerry" Lopez
Eagle, Colorado

Re: Town Council

From Bryan Woods <bryan.woods@townofeagle.org>

Date Tue 1/6/2026 3:48 PM

To Jake Roach <jake@performanceoutdoors.com>

Cc Camille Deering <camille.deering@townofeagle.org>; Melissa Daruna <Melissa.Daruna@townofeagle.org>

Jake,

Thank you for taking the time to share your thoughts regarding the upcoming appointment to the Eagle Town Council. Your engagement in our local government process is greatly appreciated and reflects the civic spirit that makes Eagle such a special community.

Public input is an essential part of our decision-making process, and I want you to know that your comments will be carefully reviewed and considered as we work to fill this vacancy. The Town Council and I are committed to selecting an individual who will serve Eagle with integrity, dedication, and a genuine commitment to our community's future.

We understand the importance of this appointment and are taking our responsibility seriously. Our goal is to ensure that the appointed council member will represent the diverse interests and values of Eagle residents while bringing valuable perspective and experience to the council's work.

Bryan

Bryan Woods

Mayor

TOWN OF EAGLE

200 Broadway, PO Box 609, Eagle Co 81631

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

Sent: Tuesday, January 6, 2026 1:31 PM

To: ALL COUNCIL <allcouncil@townofeagle.org>

Cc: Town of Eagle Clerk <clerk@townofeagle.org>

Subject: Fw: Town Council

Good afternoon Town Council,

I am sharing a message from Jake Roach related to the upcoming vacancy appointment.

Thank you,

Nikki Davis

Economic Development & Housing Specialist

(970) 328-9654

TOWN OF EAGLE

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[Nikki Davis Office Hours - Meet with me.](#)

From: Jake Roach <jake@performanceoutdoors.com>

Sent: Tuesday, January 6, 2026 12:24 PM

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

Subject: Town Council

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Nikki,

I hope you are well. I am writing to provide community input regarding the current Town Council appointment process and respectfully request that this message be distributed to all members of the Eagle Town Council. Please let me know if there is a more appropriate way to get this message across the desk of the town council members.

Dear Members of Town Council,

I am writing to share my perspective on what I believe supports a healthy and thriving Eagle.

In my opinion, Jason Cole is the strongest candidate to be appointed to the Town of Eagle Town Council.

Jason has a unique ability to bring people together through thoughtful alignment of both public and private interests. By coordinating Eagle County's largest stakeholders, the Town of Eagle, and neighboring communities, he will foster meaningful regional collaboration that benefits not only Eagle, but the entire valley.

Jason believes Eagle is a place where problems can be solved and where something truly exceptional can be built. He understands the importance of focus—prioritizing achievable, near-term wins that create momentum and lay the foundation for long-term success.

He is an experienced leader with a proven track record of managing teams and delivering results. Jason holds himself, stakeholders, and the Town accountable, and he values transparency and a strong, positive civic culture. These qualities will help guide Eagle's future with clarity, trust, and purpose.

Thank you for your time and for your continued service to our community.

Respectfully,

Jake Roach

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Letter of Support for Gerardo (Gerry) Lopez Martinez – Town Council Vacancy

From Brent Drever <Brent@onrivr.com>

Date Tue 1/6/2026 2:32 PM

To Bryan Woods <bryan.woods@townofeagle.org>; Jamie Woodworth Foral <jamie.woodworthforal@townofeagle.org>; Gina McCrackin <gina.mccrackin@townofeagle.org>; Scott Schreiner <scott.schreiner@townofeagle.org>; Casey Glowacki <casey.glowacki@townofeagle.org>; Geoffrey Grimmer <geoffrey.grimmer@townofeagle.org>; Melissa Daruna <Melissa.Daruna@townofeagle.org>

Some people who received this message don't often get email from brent@onrivr.com. [Learn why this is important](#)

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Dear Mayor Woods and Members of the Eagle Town Council,

I am writing to offer my strongest support for Gerardo (“Gerry”) Lopez Martinez as you consider appointments to the current open seat on the Eagle Town Council.

I have known Gerry for several years and have had the privilege of working alongside him in a mentor relationship. Over that time, I've seen him consistently show up as an outstanding citizen—someone who leads with humility, does the work when no one is watching, and invests his time in parts of our community that too often go unheard or are overlooked.

One of Gerry's greatest strengths is his authentic connection to people. He is deeply in tune with the community and has a clear, values-based reason for wanting to serve: to strengthen the connection between the Town of Eagle and residents who are often underrepresented, including our Hispanic population. That perspective matters. It improves decision-making and builds trust across the community.

I'm also impressed by the seriousness with which Gerry has built his record of service and leadership. He has taken on meaningful roles aligned with the needs of a growing community—particularly around youth development, community engagement, and support for families. He demonstrates a thoughtful understanding of how local systems can unintentionally create barriers to participation, and he brings a practical, solutions-oriented mindset to reducing those barriers through better outreach and communication.

From a capability standpoint, Gerry brings practical skills that translate well to governance. He is bilingual, experienced in coordinating programs and stakeholders, and follows through on commitments. He is also deeply committed to learning and personal growth—something I've witnessed firsthand—which I believe is an essential quality for effective public service.

For context, I have been part of the Eagle community since 2004 (part-time) and full-time since 2012. Over those years, I've watched Eagle evolve, and with that growth comes responsibility. I believe this is an important moment for the Town to expand the voices at the table and better reflect the diversity of the broader community we serve. That diversity makes us stronger.

Finally, Gerry brings something I hope you weigh carefully: youthful energy paired with maturity and service-first leadership. He approaches this opportunity with humility, curiosity, and a genuine desire to listen—especially to residents whose voices are often overlooked. That combination is rare and valuable.

I am writing because, based on years of firsthand experience, I believe Gerry would be a positive force for Eagle and a council member who will serve the community with integrity, care, and commitment.

Thank you for your time, your service, and your thoughtful consideration. I would be happy to speak with any of you directly if additional perspective would be helpful.

Be well,
Brent

Brent Drever

OnRivr | <https://onrivr.com>

303.619.3580 | brent@onrivr.com

Listen to my podcast, Midlife Circus - Your Next Great Act > <https://midlifecircus.fm/episodes>

Re: Jason Cole Support

From Bryan Woods <bryan.woods@townofeagle.org>

Date Tue 1/6/2026 3:50 PM

To Cody O'Kelly <cody@ocg.build>

Cc Melissa Daruna <Melissa.Daruna@townofeagle.org>; Camille Deering <camille.deering@townofeagle.org>

Cody,

Thank you for taking the time to share your thoughts regarding the upcoming appointment to the Eagle Town Council. Your engagement in our local government process is greatly appreciated and reflects the civic spirit that makes Eagle such a special community.

Public input is an essential part of our decision-making process, and I want you to know that your comments will be carefully reviewed and considered as we work to fill this vacancy. The Town Council and I are committed to selecting an individual who will serve Eagle with integrity, dedication, and a genuine commitment to our community's future.

We understand the importance of this appointment and are taking our responsibility seriously. Our goal is to ensure that the appointed council member will represent the diverse interests and values of Eagle residents while bringing valuable perspective and experience to the council's work.

Bryan

Bryan Woods

Mayor

TOWN OF EAGLE

200 Broadway, PO Box 609, Eagle Co 81631

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From: Cody O'Kelly <cody@ocg.build>

Sent: Tuesday, January 6, 2026 2:10 PM

To: ALL COUNCIL <allcouncil@townofeagle.org>

Subject: Jason Cole Support

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Dear Council Members,

CAUTION: This email is from an external source. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I would like to publicly support Jason Cole for Eagle Town Council.

Having known Jason in both a personal and professional capacity for 15 years I can vouch for him not only as a great candidate for the position but also as a great person, the kind of person we would all want to represent our Town.

He has a proven track record of “win-win” negotiations in his previous experiences with the business communities in Eagle Count, experience that can help the Town moving forward as the Council works to help us all meet our goals for our Town.

Please let me know if you need anything else from me.

Take care.

Cody



Cody O'Kelly
Pres. & Founder

970.470.9139

ocg.build

Re: Eagle Town Council - Jason

From Bryan Woods <bryan.woods@townofeagle.org>

Date Tue 1/6/2026 3:49 PM

To Taylor Murray <TMurray@slifer.net>

Cc Camille Deering <camille.deering@townofeagle.org>; Melissa Daruna <Melissa.Daruna@townofeagle.org>

Taylor,

Thank you for taking the time to share your thoughts regarding the upcoming appointment to the Eagle Town Council. Your engagement in our local government process is greatly appreciated and reflects the civic spirit that makes Eagle such a special community.

Public input is an essential part of our decision-making process, and I want you to know that your comments will be carefully reviewed and considered as we work to fill this vacancy. The Town Council and I are committed to selecting an individual who will serve Eagle with integrity, dedication, and a genuine commitment to our community's future.

We understand the importance of this appointment and are taking our responsibility seriously. Our goal is to ensure that the appointed council member will represent the diverse interests and values of Eagle residents while bringing valuable perspective and experience to the council's work.

Bryan

Bryan Woods

Mayor

TOWN OF EAGLE

200 Broadway, PO Box 609, Eagle Co 81631

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From: Taylor Murray <TMurray@slifer.net>

Sent: Tuesday, January 6, 2026 1:49 PM

To: ALL COUNCIL <allcouncil@townofeagle.org>

Subject: Eagle Town Council - Jason

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Dear Council,

CAUTION: This email is from an external source. Do not click links or open attachments unless you recognize the sender and know the content is safe.

As a mom raising a young family in Eagle, and as someone who worked closely with Jason Cole for five years, I care deeply about the kind of community we are building and who helps guide it.

In my view, Jason Cole is the strongest candidate to be appointed to the Town of Eagle Town Council. Jason has a rare ability to bring people together across different perspectives and priorities. He understands how public and private interests intersect, and he knows how to align major stakeholders, the Town of Eagle, Eagle County, and neighboring communities in a way that leads to real, regional progress. That collaboration matters, not just for today, but for the long-term health of the entire valley our kids will grow up in.

Jason believes Eagle is a place where problems can be solved thoughtfully and where something truly special can continue to take shape. He values focus and forward motion, prioritizing realistic, near-term solutions that build trust and momentum, while keeping an eye on the bigger picture.

Having worked alongside him, I have seen firsthand that Jason is a steady, experienced leader who holds himself and others accountable. He values transparency, clear communication, and a positive civic culture. Those qualities are essential as Eagle navigates growth while preserving the character and quality of life that make it such a special place to raise a family.

For these reasons, I strongly support Jason Cole's appointment to the Town of Eagle Town Council.

Taylor Murray

Slifer Smith & Frampton Real Estate | Cell: 231.838.0462 Office: 970.628.3596

SolitudeBreckenridge.com

ArcadianBeaverCreek.com



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January 7th, 2026

**Letter of Support for Gerry Lopez
Eagle Town Council – 7th Seat**

To Whom It May Concern,

I am proud to support **Gerry Lopez** for the **7th seat on the Eagle Town Council**. Gerry is a thoughtful, community-driven leader who is deeply committed to empowering youth and expanding access to education and opportunity in Eagle County.

Through his work as Scholarship Manager for My Future Pathways, his involvement on local boards, and his openness around mental health, Gerry brings empathy, lived experience, and practical leadership to everything he does. As a long-time Eagle River Valley resident and immigrant, he offers an inclusive perspective that reflects our community and strengthens local decision-making.

Gerry's dedication to service, education, and community well-being makes him an excellent choice for Town Council. I strongly encourage our community to support his candidacy.



Sofia Fecchino.

Phone: (970-343-2655)

Email: sofifek1979@gmail.com

Gerry Lopez for Eagle

From Shawna Wood <slwood24@gmail.com>

Date Wed 1/7/2026 3:01 PM

To Melissa Daruna <Melissa.Daruna@townofeagle.org>

Cc Bryan Woods <bryan.woods@townofeagle.org>; Jamie Woodworth Foral <jamie.woodworthforal@townofeagle.org>; Gina McCrackin <gina.mccrackin@townofeagle.org>; Scott Schreiner <scott.schreiner@townofeagle.org>; Casey Glowacki <casey.glowacki@townofeagle.org>; Geoffrey Grimmer <geoffrey.grimmer@townofeagle.org>

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Dear Town Council,

I'm writing to express **my strong support for appointing Gerry Lopez to the Town Council.**

As a community, let's think differently about what great leaders look like. Leadership isn't only measured by traditional credentials or who has historically held seats at the table, it's also reflected in lived experience, community connection, and the ability to represent and listen to people who may not always feel seen in local government.

One data point from the 2021 Town of Eagle community survey continues to stand out to me: **only 1 out of 343 survey responses was completed in Spanish, yet 16% of the town identifies as Hispanic or Latino.** That gap isn't just about language, it signals who feels invited to participate and who may feel excluded. There were also Spanish-language responses in that survey that tell a powerful story of exclusion and disconnection. If we take those voices seriously, we have an opportunity, and a responsibility, to respond with action, not just intention.

Appointing Gerry Lopez would be a meaningful step toward a council that better reflects the people who call Eagle home. It aligns directly with the Town Vision: **"The Town of Eagle is a vibrant mountain community that is diverse, inclusive and unique."** We can't fully live into that vision without leadership that is more representative of our community and committed to broadening civic participation.

Thank you for your time and for your service to Eagle. I appreciate your consideration and hope you will appoint Gerry Lopez to the Town Council.

With gratitude,

--

Shawna Wood

[She, her, ella](#)

Director of Operations & Engagement - VVMTA

Located on the [lands](#) of Arapahoe, Cheyenne, Ute, and Očhéthi Šakówin peoples.

Re: Jason Cole for Town of Eagle Town Council

From Bryan Woods <bryan.woods@townofeagle.org>
Date Thu 1/8/2026 12:53 PM
To Shawna Topor <stopor@slifer.net>
Cc Melissa Daruna <Melissa.Daruna@townofeagle.org>

Shawna,

Thank you for taking the time to share your thoughts regarding the upcoming appointment to the Eagle Town Council. Your engagement in our local government process is greatly appreciated and reflects the civic spirit that makes Eagle such a special community.

Public input is an essential part of our decision-making process, and I want you to know that your comments will be carefully reviewed and considered as we work to fill this vacancy. The Town Council and I are committed to selecting an individual who will serve Eagle with integrity, dedication, and a genuine commitment to our community's future.

We understand the importance of this appointment and are taking our responsibility seriously. Our goal is to ensure that the appointed council member will represent the diverse interests and values of Eagle residents while bringing valuable perspective and experience to the council's work.

Bryan

Bryan Woods

Mayor

TOWN OF EAGLE

200 Broadway, PO Box 609, Eagle Co 81631

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From: Shawna Topor <stopor@slifer.net>
Sent: Wednesday, January 7, 2026 2:57 PM
To: ALL COUNCIL <allcouncil@townofeagle.org>
Subject: Jason Cole for Town of Eagle Town Council

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Statement of Support for Jason Cole

I am pleased to offer my strong support for **Jason Cole** as a candidate for the Town of Eagle Town Council.

My family and I have owned our home in Eagle since 2006, raised our two children here, and built both our personal and professional lives in this community. I am also a local business owner and a commercial property owner on Broadway, Eagle's main street. I care deeply about the long-term health of this town, pay close attention to local governance, and understand firsthand how Town decisions affect residents, employers, and the broader community.

Jason is an experienced and steady leader who brings people together around shared goals. He has a rare ability to align diverse perspectives and turn thoughtful dialogue into measurable progress. He leads with intention, values accountability, and consistently fosters a culture of respect and collaboration.

One of Jason's greatest strengths is his leadership approach. He surrounds himself with knowledgeable professionals, listens carefully to their input, and trusts their expertise. He understands that strong outcomes come from informed decision making rather than ego. This ability to build capable teams and empower experts is essential for effective local governance. Jason also recognizes that economic vitality must come first. A strong downtown, healthy local businesses, and a sustainable tax base are essential needs, not optional enhancements. He focuses on achievable, near-term actions that strengthen Eagle's economic foundation and allow the community to responsibly pursue additional amenities over time.

Eagle needs leaders who are thoughtful, pragmatic, and capable of uniting people around a common purpose. Jason Cole has demonstrated those qualities throughout his career, and I trust him to help guide Eagle with clarity, integrity, and long-term vision.

Shawna Topor

Homeowner since 2006 | Broadway Business & Property Owner
Eagle, Colorado

Shawna Topor | Chief Marketing Officer

Slifer Smith & Frampton Real Estate

c: 970.331.9589 | slifersmithandframpton.com



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January 8th, 2026

**Letter of support for Gerry Lopez
Eagle Town Council- 7th Seat**

Hello,

Gerry was raised here in Eagle County and has truly made this community his home. Although he was born in Durango, Mexico he has built relationships, and showed his commitment to giving back. He understands this community because he lives it.

Through his work with **My Future Pathways**, I've seen how dedicated Gerry is to supporting youth from all backgrounds. He has a natural way of connecting with people, listening, and creating spaces where everyone feels welcome and supported.

Gerry understands that moving our town forward means working together with youth, families, and community leaders from all backgrounds. He leads with integrity, empathy, and respect, and he consistently shows up for the community.

I fully support **Gerry Lopez** for the **7th Seat on the Eagle Town Council**.

Sincerely,

A handwritten signature in black ink, appearing to read 'Anthony Mata', with a long horizontal line extending to the right.

Anthony Mata

Phone: (303)801-7864

Email: anthonym3262@gmail.com

January 12, 2025

Dear Council Members,

I am writing in my personal capacity as an Eagle resident, homeowner, and parent to recommend my husband, Andrew Atkins, for service on the Eagle Town Council. The Town of Eagle's vision – *The Town of Eagle is a vibrant community that respects and includes all residents, neighbors, and visitors* – captures the welcoming, forward-looking spirit that makes our home special. Andrew shares this commitment and has demonstrated it through years of public service, legal practice, and hands-on community leadership.

Andrew is a Colorado-licensed attorney based in Eagle and the founder of Holy Cross Law LLC, where he serves families and small businesses across the Western Slope. His work emphasizes compassion, open-minded problem-solving, and trust; qualities that are essential for a councilmember who must listen carefully, weigh trade-offs, and build consensus across diverse viewpoints.

In 2025, the Council appointed Andrew to the Town of Eagle Planning & Zoning Commission, where he has collaborated with staff and fellow commissioners on land-use matters affecting growth, neighborhood character, and stewardship of our natural environment. That experience gives him practical insight into Eagle's priorities and processes, and it reflects the inclusive, respectful engagement envisioned for our community.

Andrew also serves on the Board of Directors of the Eagle Valley Community Foundation, helping expand access to nutrition, preventive health, and social services through programs such as The Community Market and the MIRA bus. His board work shows his dedication to dignity and inclusion; meeting people where they are and ensuring that neighbors have the resources to thrive.

Before relocating to Eagle, Andrew was Senior Counsel at AmeriCorps, advising on the management of more than \$2 billion in federal appropriations and leading the agency's first legislative program in fifteen years. He worked across the federal government on budget, interagency agreements, and audits. This is experience that would serve the Town well in fiscal stewardship, policy development, and accountability.

Andrew's roots in public service run even deeper: he is a 21-year U.S. Army veteran,

having served from tank commander to a deployment with the 10th Mountain Division and ultimately as Deputy Legal Counsel to the Chairman of the Joint Chiefs of Staff. That career honed his leadership, ethics, and steadiness under pressure, qualities crucial for addressing complex issues with respect for all residents, neighbors, and visitors.

Beyond professional and volunteer commitments, our family has roots in Eagle. We are raising our two Eagle Valley Middle Schoolers here and intend to retire in Eagle. The decisions the Council makes about housing, transportation, public safety, open space, and economic vitality directly shape our kids' futures and the community we will call home for decades. Andrew approaches issues with the long view, balancing near-term needs with generational stewardship.

If selected for Council, Andrew will bring:

- **Inclusive Engagement:** Meeting people where they are, hearing every voice, and building common-ground solutions.
- **Policy and Budget Rigor:** A track record of managing large, complex programs with transparency and discipline.
- **Local, Practical Experience:** Current service on Planning & Zoning and ongoing work with Eagle-based nonprofits and families.

I respectfully ask that you give Andrew full consideration. He will uphold the Town's vision and work tirelessly to keep Eagle vibrant, welcoming, and inclusive for all who call it home or who are simply passing through.

Thank you for your service to our community and for considering this recommendation.

Sincerely,

Alison Atkins
Eagle, Colorado

"Andrew Atkins Council Application"

From Zoho <cb@mountainpedaler.com>

Date Sat 1/10/2026 8:00 PM

To Town of Eagle Clerk <clerk@townofeagle.org>

[Some people who received this message don't often get email from cb@mountainpedaler.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

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Hey town of Eagle,

I want express my opinion about Andrew Atkins. I've known him a couple of years now. That's not necessarily a long time, but I already have a lot of respect for him. I know he grew up in Colorado and has moved back to plant roots. I feel like he is here to stay in play a role in the community. He really listens and appreciates what we've done here in Eagle already and wants to keep it moving forward.

I think he would be a great asset for the council.

He has a great family that does all the mountain things rides bikes , skis, etc.

Thanks for listening,

Charlie B
Mountain Pedaler of Vail
Eagle, Colorado
(970) 328-3478

Robert Parish
Assistant Principal – Battle Mountain High School
54 Aspen Glen Ct, Edwards, CO 81632
robert.parish@eagleschools.net 970-328-2939

Recommendation for Gerry Lopez
January 9th, 2025

Dear Members of the Eagle Community and Town Council,

My name is Rob Parish and I have had the privilege of knowing and working with Gerry Lopez for the past 3 years. I have worked with Gerry at the Assistant Principal at Battle Mountain High School as he has worked closely with our students through his position at My Future Pathways. Additionally, Lopez served as one of our X-C coaches this past Fall season. I feel that my multiple of roles and time spent working with Gerry put me in a position to give an accurate reference.

I am writing to offer my strong and enthusiastic recommendation for Gerry Lopez as a candidate for the Eagle Town Council.

Gerry is an energetic and dedicated young man who has consistently demonstrated outstanding leadership within our community. As a lifelong resident who grew up in Eagle County, he has a deep understanding of the values, challenges, and opportunities that define our town. His roots here are strong, and his commitment to Eagle is genuine and long-standing.

Gerry is a positive role model for all members of our community, particularly adolescents, who benefit greatly from his example of integrity, responsibility, and service. He leads by example, treating everyone he encounters with respect and kindness, and his positive influence is evident in every interaction.

What truly sets Gerry apart is his passion for giving back to the community that shaped him. He approaches community issues with both optimism and realism, making him a thoughtful and effective advocate for residents from all walks of life. He listens carefully, considers different perspectives, and works collaboratively to find practical solutions that benefit the greater good.

I am confident that Gerry Lopez would bring energy, compassion, and a strong sense of responsibility to the Eagle Town Council. His leadership, character, and dedication to service make him an excellent choice to represent and advocate for our community.

Sincerely,

Robert Parish

Andrew Atkins for Town Council

From Suzi Hedrick <suzi63@me.com>

Date Sun 1/11/2026 1:42 PM

To Town of Eagle Clerk <clerk@townofeagle.org>

Cc brushcreek@gmail.com <brushcreek@gmail.com>

Some people who received this message don't often get email from suzi63@me.com. [Learn why this is important](#)

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Dear Eagle Town Clerk,

We'd like to take this opportunity to recommend Andrew Atkins to fill the vacant town council position.

Alison and Andrew Atkins have been our next door neighbors for the past three years and we've had the chance to get to know them and observe their lifestyle and values.

The second we met Andrew, he was eager to meet anyone and everyone and curious about learning everything about them. He and Alison are here for the long-haul, after moving here from the military, and are serious about the quality of life and affordability of Eagle for families.

Andrew built an ADU and rents it to a local couple and is planning to build another home adjacent to his home.

We truly believe Andrew offers the integrity, competence, and genuine care for our community - he's super smart and very energetic and should definitely be considered for the position.

Please don't hesitate to contact us should you have any questions.

Ron and Suzi Hedrick

Letter of Support for Andrew Atkins – Eagle Town Council Appointment

From Brian Weiskittel <brian902@gmail.com>

Date Mon 1/12/2026 2:43 PM

To ALL COUNCIL <allcouncil@townofeagle.org>; Town of Eagle Clerk <clerk@townofeagle.org>

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CAUTION: This email is from an external source. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Members of the Eagle Town Council,

I am writing to express my strong support for **Andrew Atkins** for appointment to the open seat on the Eagle Town Council.

As a friend and fellow member of the Eagle community, I have had the opportunity to know Andrew as someone who is deeply invested in the future of our town. I can personally attest to his open-mindedness and his genuine interest in the well-being of our community. As a parent, a property owner, and now a small business owner, he understands firsthand the challenges and opportunities facing Eagle families and local entrepreneurs.

If selected, Andrew hopes to advance infrastructure development, streamline processes that make it easier for property owners to build, and promote youth safety throughout our community. He is particularly concerned about our town budget and believes Eagle is at a critical juncture when it comes to attracting businesses to locate here while also making it possible for new households to settle.

Andrew's priorities include redeveloping Grand Avenue, completing the Brush Creek Road connection to Route 6, increasing enforcement of safety and traffic rules related to e-bikes on our streets, and simplifying land use approvals. These initiatives reflect both practical needs and a long-term vision for Eagle's growth and livability.

I believe Andrew would bring sound judgment, integrity, and a collaborative mindset to the Council. He cares deeply about Eagle and would serve the community with professionalism, dedication, and the thoughtful perspective of someone who lives, works, and raises a family here.

Thank you for your time and consideration. I strongly encourage you to appoint **Andrew Atkins** to the Eagle Town Council.

Sincerely,
Brian Weiskittel
Eagle, Colorado

Re: Support for Jason Cole – Town Council Appointment

From Bryan Woods <bryan.woods@townofeagle.org>
Date Mon 1/12/2026 2:53 PM
To Kim Fritzler <kim@slifer.net>
Cc Melissa Daruna <Melissa.Daruna@townofeagle.org>

Hi Kim,

Thank you for taking the time to share your thoughts regarding the upcoming appointment to the Eagle Town Council. Your engagement in our local government process is greatly appreciated and reflects the civic spirit that makes Eagle such a special community.

Public input is an essential part of our decision-making process, and I want you to know that your comments will be carefully reviewed and considered as we work to fill this vacancy. The Town Council and I are committed to selecting an individual who will serve Eagle with integrity, dedication, and a genuine commitment to our community's future.

We understand the importance of this appointment and are taking our responsibility seriously. Our goal is to ensure that the appointed council member will represent the diverse interests and values of Eagle residents while bringing valuable perspective and experience to the council's work.

Bryan

Bryan Woods

Mayor

TOWN OF EAGLE

200 Broadway, PO Box 609, Eagle Co 81631

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From: Kim Fritzler <kim@slifer.net>
Sent: Thursday, January 8, 2026 3:49 PM
To: ALL COUNCIL <allcouncil@townofeagle.org>
Cc: Kim Fritzler <kim@slifer.net>
Subject: Support for Jason Cole – Town Council Appointment

Dear Mayor Woods and Town Council Members,

CAUTION: This email is from an external source. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I'm writing as a resident of Eagle and as an active member of the Economic Vitality Committee, MEAC, and the Grand Avenue Corridor Committee to share my support for Jason Cole's appointment to the vacant Town Council seat.

Since knowing Jason for nearly 20 years, my interactions with him are always thoughtful and engaging. He likes checking in with me, asking what's happening around town, what issues we are facing, and where opportunities may exist. That curiosity and awareness reflect someone who genuinely cares about Eagle and wants to understand the community from multiple perspectives.

I've also seen Jason's leadership skills in action through our professional lives, and I know this experience would be a strong asset to Council. He brings a steady, solutions-oriented approach and understands how to move conversations forward while keeping people aligned and informed.

From my work on Town committees, I see firsthand how important clear communication and efficient systems are to a healthy, functioning community. I'm hopeful to see Council continue working toward "green tape"—processes that are thoughtful, transparent, and easier to navigate—while still protecting what makes Eagle, Eagle. I believe Jason would approach this work with care, accountability, and a collaborative mindset.

Thank you for your time and for your continued service to our community.

Sincerely,
Kim Fritzler



K2T Real Estate Collective
Slifer Smith & Frampton Real Estate – Eagle, CO
Kim Fritzler (Branch Manager) | Kelly Moser | TJ Davis
970.376.5814 | 970.331.9552 | 970.343.4458
K2@Slifer.net | K2VailValleyRealEstate.com

Please Note: We will never email you wire instructions, please call me if you are asked to wire money.

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Endorsing Gerry Lopez

From SALLY RYERSON <sally.ryerson@eagleschools.net>

Date Fri 1/9/2026 2:40 PM

To Melissa Daruna <Melissa.Daruna@townofeagle.org>

Cc Bryan Woods <bryan.woods@townofeagle.org>; Jamie Woodworth Foral <jamie.woodworthforal@townofeagle.org>; Gina McCrackin <gina.mccrackin@townofeagle.org>; Scott Schreiner <scott.schreiner@townofeagle.org>; Casey Glowacki <casey.glowacki@townofeagle.org>; Geoffrey Grimmer <geoffrey.grimmer@townofeagle.org>

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Please include the letter below in the January 13 Council Packet. Thank you!

Dear Eagle Town Council Members,

I am writing to strongly endorse Gerry Lopez for appointment to the Eagle Town Council.

I first met Gerry when he was in seventh grade, while I was teaching in a local program called SummerQuest—an outreach program for Eagle County students identified as talented but who do not always have equitable access to opportunities. At the time, Gerry was a struggling student who was still working to master basic multiplication skills. Despite these challenges, his resilience, work ethic, and ambition were evident. Through persistence and determination, he ultimately achieved success in his learning.

A few years later, I watched Gerry give a TED Talk focused on mental health, where he courageously shared his own experiences and worked to connect community members with valuable resources. Seeing his transformation from a struggling middle school student to a confident advocate for mental health was truly inspiring.

Even more meaningful to me, as a local educator, was when I was hired at Zealous Schools in 2021 and learned that Gerry was serving on the school's board. One of my proudest professional moments was realizing that a former student of mine was now helping guide the direction of a school where I was teaching.

My personal connection with Gerry only scratches the surface of his impact on our community. He is a passionate advocate for mental health, a strong voice for the Eagle County Latinx community, and above all, a compassionate leader with a deep commitment to service. Gerry leads with empathy, integrity, and a genuine desire to improve the lives of those around him.

For these reasons, I wholeheartedly endorse Gerry Lopez for a seat on the Eagle Town Council. I am confident he will serve with dedication and bring meaningful perspective and leadership to the role.

Sincerely,

Sally Ryerson

Sally Ryerson
60 Clover Lane
PO Box 6025
Eagle CO 81631

--

Sally Ryerson
[Pronouns](#): She/Her
5th Grade | Writing and Social Studies
Brush Creek Elementary



MEETING MINUTES
Town Council
Tuesday, December 9, 2025
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.*

TOWN COUNCIL MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

This will be an in-person meeting using Teams. Please note: All participants must remain muted until they are requested to speak. This will reduce background noise disruptions to the meeting attendees. When it's your turn to speak, you will have three (3) minutes for public comment. PUBLIC COMMENTS: If you are unable to attend, public comments regarding any items on this agenda can be submitted to Camille Deering, Town Clerk, and will be included as part of the record. For technical difficulties, please email clerk@townofeagle.org and we will do our best to assist you.

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Meeting ID: 240 443 126 334 86

Passcode: dw6Uw9Zq

1. **Dial in by phone**

[+1 469-770-0416,,53923955#](#) United States, Kaufman

[Find a local number](#)

Phone conference ID: 539 239 55#

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)

CALL TO ORDER - 6:00 PM

The meeting was called to order at 6:00 PM

ROLL CALL

COUNCIL MEMBERS PRESENT

Geoffrey Grimmer, Bryan Woods, Ellen

STAFF PRESENT

Larry Pardee, Town Manager

Bodenhemier, Mikel "Pappy" Kerst, Scott
Turnipseed, Jamie Woodworth Foral

Geoffrey Grimmer, Casey Glowacki, Gina
McCrackin, Bryan Woods, Jamie Woodworth
Foral, Scott Schreiner

COUNCIL MEMBERS ABSENT

Melissa Daruna, Assistant Town Manager
Richard Peterson-Cremer, Town Attorney
Rachel Tand, Finance Director/Treasurer
Carrie Buhlman, Police Chief
Tom Gosiorowski, Public Works Director
Peyton Heitzman, Community Development Director
Lynette Horan, Human Resources Manager
Jessica Lake, Senior Planner
Molly Furtado, Special Events Manager
Gram Dick, Admin Tech II
Sydney Dynek, Planner
Kyle Brotherton, Planner
Kira Koppel, Sustainability Specialist
Ryan Johnson, Town Engineer
Ryan Goebel, IT Analyst
Kevin Aoki, Information Technology Manager
Nikki Davis, Economic Development & Housing Specialist

ADOPTION OF AGENDA

Opportunity for amendment or deletions to the agenda.

There were no changes to the agenda. MOTION: Council Member Jamie Woodworth Foral motioned to approve the agenda. The motion was seconded and passed with a vote 6 (Grimmer, Woods, Bodenhemier, Kerst, Turnipseed, Woodworth Foral) in favor and 0 opposed.

PUBLIC COMMENT

Citizen public comment offers an opportunity for citizens to express opinions or ask questions regarding town services, policies, or other matters of community concern, and any items that are not on the agenda. Please attempt to keep comments to three (3) minutes; time limits are established to provide efficiency in the conduct of the meeting and to allow equal opportunity for everyone wishing to speak. When appropriate, any questions by the public during public comment will be followed up on by the Town Manager and Town staff. Those who are speaking are requested to state their name and address for the record.

Mayor Turnipseed opened Public Comment for items not on tonight's agenda.

Tim McMahon (Chicken Man) from Avon expressed his gratitude to the Council and expressed how impressed he was with the Broadway Lights.

Paul Farmberg & Billy Bruce expressed their gratitude to the Council and asked to have a Christmas House in remembrance of Andy Jessen.

Andrew Atkins from Eagle, congratulated the Council on their service and also expressed a safety hazard on the sidewalk on the south side of third street.

Jimmy Young from Eagle River Park Coalition thanked the council for their support and looks forward to working with the new council members going forward.

Mayor Scott Turnipseed closed public comment.

COUNCIL & MANAGER FAREWELL - 6:05 PM

Assistant Town Manager Melissa Daruna expressed the staff and community's thanks and appreciation to each council member.

1. Thank You Mayor Turnipseed, Mayor Pro Tem Kerst, and Council Member Bodenhemier
Mayor Scott Turnipseed expressed his gratitude to the community, his peers, and the Town of Eagle Staff.
2. Thank you Manager Pardee
Town Manager Larry Pardee expressed his gratitude to the community, his peers, and the Town of Eagle Staff.

CONSENT AGENDA - Old Business

Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.

MOTION: Council Member Bodenhemier motioned to approve the Consent Agenda. The motion was seconded and passed with a vote of 6 (Grimmer, Woods, Bodenhemier, Kerst, Turnipseed, Woodworth Foral) in favor and 0 opposed.

1. Minutes
2. 2025 Arbor Day Proclamation

OATH OF OFFICE - 6:20 PM

Assistant Town Manager Melissa Daruna administered the oath of office to each individual Council Member and the new Mayor.

1. Geoffrey Grimmer, Council Member
2. Gina McCrackin, Council Member
3. Scott Schreiner, Council Member
4. Casey Glowacki, Council Member
5. Bryan Woods, Mayor

PRESENTATIONS - 6:30 PM

Prescheduled presentations from the public are limited to 5 minutes. Invited presentations are limited to 10 minutes. Prior arrangements for presentations are made with the Town Clerk. The Council cannot appropriate funds or waive fees in response to a presentation.

Stacey Todd from Eagle Wildfire Collaborative shared insight on the WUI Code and Wildfire Resilience Code.

Eric Lovgren from Eagle Wildfire Collaborative also shared further insight and explained that the State of Colorado requires a WUI Code to be adopted by March 2026 for all jurisdictions.

Council members had questions concerning construction materials and unforeseen costs associated with the adoption of the WUI Code.

Eric Lovgren replied to Council Members and said there were no foreseen additional costs for applicants for construction materials.

- 1. State Resilience Code Presentation

CONSENT AGENDA - New Business

Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.

MOTION: Council Member Woodworth Foral motioned to approve the Consent Agenda. The motion was seconded and passed with a vote of 6 (Grimmer, Glowacki, McCrackin, Woods, Woodworth Foral, Schreiner) in favor and 0 opposed.

- 1. November 2025 Bill Schedule
- 2. Resolution 81, Series 2025 - A Resolution of the Town Council of the Town of Eagle, Colorado Ratifying the Town's Three-Mile Plan Adopted by the Planning and Zoning Commission
- 3. Resolution 84, Series 2025 - A Resolution of the Town Council of the Town of Eagle, Colorado canceling the Town Council meeting scheduled for December 23, 2025

STAFF REPORTS

The Town Manager and department staff prepare and provide internal updates to the council.

No questions for Staff.

- 1. Town Manager Update
- 2. Department Update
- 3. Economic Development Update
- 4. Q3 2025 Sales Tax Report

BUSINESS ITEMS - 7:00 PM

Items and / or Public Hearings are listed under Business may be old or new and may require review or action by the council.

- 1. Resolution 82, Series 2025 - A Resolution of the Town Council of the Town of Eagle, Colorado declaring a vacancy on the Town Council as of December 9, 2025, and establishing the procedures for filling such vacancy

Richard Peterson-Cremer explained the vacant Council position and explained the process due to Council Member Bryan Woods becoming Mayor.

Council Member Schreiner wanted to confirm the timeline with the other Council members.

MOTION: Council Member Grimmer motioned to approve Resolution 82, Series 2025 — A Resolution of the Town Council of the Town of Eagle, Colorado declaring a vacancy on the Town Council as of December 9, 2025, and Establishing the procedures for filling such vacancy. The motion was seconded and passed with a vote of 6 (Grimmer, Glowacki, Woods, McCrackin, Woodworth Foral, Schreiner) in favor and 0 opposed.

MOTION: Council Member McCrackin motioned to direct staff to begin work with the application process. The motion was seconded and passed with a vote of 6 (Grimmer, Glowacki, McCrackin, Woods, Woodworth Foral, Schreiner) in favor and 0 opposed.

2. Resolution 85, Series 2025 - A Resolution of the Town Council of the Town of Eagle, Colorado Naming a Mayor Pro Tem

Mayor Bryan Woods explained Mayor Pro Tem to the rest of the Council Members.

Council Members voted for Mayor Pro Tem.

Council elected Jamie Woodworth Foral as Mayor Pro Tem.

MOTION: Council Members unanimously elected Council Member Jamie Woodworth Foral to serve as Mayor Pro Tem.

3. Resolution 77, Series 2025 - A Resolution of the Town Council of the Town of Eagle, Colorado levying general property taxes for the year 2025, to help defray the costs of government for the Town of Eagle, Colorado for the 2026 budget year

MOTION: Council Member Schreiner motioned to approve Resolution 77, Series 2025 — A Resolution of the Town Council of the Town of Eagle, Colorado levying general property taxes for the year 2025, to help defray the costs of government for the Town of Eagle, Colorado for the 2026 budget year. The motion was seconded and passed with a vote of 6 (Grimmer, Glowacki, McCrackin, Woods, Woodworth Foral, Schreiner) in favor and 0 opposed.

4. Public Hearing: Henry Annexaton, 220 East 6th Street
Kyle Brotherton, a Planner with the Town, gave an overview of the Henry Annexation and provided a detailed presentation for Town Council.

Council member Glowacki asked a question regarding construction and the timeline if they so chose to subdivide the land. Kyle Brotherton explained the Town's process for subdivisions and the timeline associated.

Mayor Bryan Woods opened the floor for public comments. The public hearing was held open for 1 hour. No public comments.

MOTION: Council Member Schreiner motioned to approve the rezoning to OTR and the annexation agreement. The motion was seconded and passed with a vote of 6 (Grimmer, Glowacki, McCrackin, Woods, Woodworth Foral, Schreiner) in favor and 0 opposed.

5. Second Reading: Ordinance 16, Series 2025, An Ordinance of the Town of Eagle, Colorado, Granting a Franchise to Holy Cross Energy, Its Successors and Assigns, to Locate, Build, Install, Construct, Acquire, Purchase, Extend,

Maintain, Repair, and Operate Into, Within and Through the Town of Eagle, All Necessary and Convenient Facilities for the Purchase, Generation, Transmission and Distribution of Electrical Energy, and to Furnish, Sell, and Distribute Said Electrical Energy to the Residents of the Town of Eagle for Light, Heat, Power and Other Purposes by Means of Conduits, Cables, Poles and Wires Strung Thereon, or Otherwise On, Over, Under, Along, Across, and Through All Public Easements and All Streets and Other Public Ways In Said Town of Eagle, Eagle County, Colorado and Fixing the Terms and Conditions Thereof

Town Attorney Richard Peterson-Cremer explained the Resolution to the Council.

Council Member Grimmer asked for input from the Public Works Director.

Council Member Glowacki asked about the 4% revenue figure associated with the resolution. Town Attorney Richard Peterson-Cremer explained the figure and expressed it had been increased from 3% to 4%.

Council Member Grimmer added input.

Mayor Woods opened the floor for Public Comments. No public comments.

MOTION: Council Member Woodworth Foral motioned to approve Ordinance 16, Series 2025, An Ordinance of the Town of Eagle, Colorado, Granting a Franchise to Holy Cross Energy, Its Successors and Assigns, to Locate, Build, Install, Construct, Acquire, Purchase, Extend, Maintain, Repair, and Operate Into, Within and Through the Town of Eagle, All Necessary and Convenient Facilities for the Purchase, Generation, Transmission and Distribution of Electrical Energy, and to Furnish, Sell, and Distribute Said Electrical Energy to the Residents of the Town of Eagle for Light Heat, Power and Other Purposes by Means of Conduits, Cables, Poles and Wires Strung thereon, or Otherwise On, Over, Under, Along, Across, and Through All Public Easements and All Streets and Other Public Ways in Said Town of Eagle, Eagle County, Colorado and Fixing the Terms and Conditions Thereof. The motion was seconded and passed with a vote of 6 (Grimmer, Glowacki, McCrackin, Woods, Woodworth Foral, Schreiner) in favor and 0 opposed.

6. PUBLIC HEARING: Miscellaneous Amendments to the Land Use and Development Code

Jessica Lake, a senior planner with the Town, provided a detailed presentation on the miscellaneous amendments to the Land Use and Development Code.

Council member Schreiner asked a question related to energy efficiencies.

Mayor Woods asked about businesses on Broadway that already have covered windows. Town Attorney Richard Peterson-Cremer responded to Mayor Woods.

Council Member Schreiner asked if we should define the front yard and other yards. Council Member Schreiner also pointed out that typically the stricter standard applies when it comes to code and setbacks.

Jessica Lake responded to Council Member Schreiner.

Council Member McCrankin asked about the design guidelines and how they will work hand in hand with other codes like the WUI Code.

Jessica Lake responded to Council Member McCrankin.

Council Member Schreiner asked about height limitations.

Jessica Lake replied that Staff did not look into height limitations but should look at addressing that in March.

Mayor Bryan Woods opened the floor for public comments.

Michael Hood from the Haymeadow Development asked the Council to be aware of the landscaping standards suggested and provide examples of what he believed to be important. The Council had a discussion around this topic.

Mayor Woods closed public comment.

Council Member Schreiner asked about discussing the setback requirements for CMU1. Council had a discussion around this.

- a. Ordinance 18, Series 2025, An Ordinance of the Town Council of the Town of Eagle, Colorado Amending Chapters 2, 8, 10, 11, 12, and 20 of Title 4 of the Eagle Municipal Code Related to Development Standards and Processes
MOTION: Council Member Woodworth Foral motioned to approve Ordinance 18, Series 2025, An Ordinance of the Town Council of the Town of Eagle, Colorado Amending Chapters 2, 8, 10, 11, 12, and 20 of Title 4 of the Eagle Municipal Code Related to Development Standards and Processes.

Council Member Schreiner asked to further amend Title 4 of the Eagle Municipal Code. After discussion about the friendly amendment and clarification from the Town Attorney, Council Member Schreiner requested to amend the motion for clarification, withdrawing his friendly motion and providing a new one.

MOTION: Council Member Schreiner motioned to approve Ordinance 18, Series 2025, An Ordinance of the Town Council of the Town of Eagle, Colorado Amending Chapters 2, 8, 10, 11, 12, and 20 of Title 4 of the Eagle Municipal Code Related to Development Standards and Processes and to amend section 4.11.030 C. The motion lacked a second and failed.

MOTION: Council Member Woodworth Foral motioned to approve Ordinance 18, Series 2025, An Ordinance of the Town Council of the Town of Eagle, Colorado Amending Chapters 2, 8, 10, 11, 12, and 20 of Title 4 of the Eagle Municipal Code Related to Development Standards and Processes. The motion was seconded and passed with a vote of 6 (Grimmer, Glowacki, McCrackin, Woods, Woodworth Foral, Schreiner) in favor and 0 opposed.

7. Work Session: Discussion of proposed Land Use and Development Code (LUDC) text amendments to multiple sections within Title 4 of the Eagle Municipal Code. The amendments aim to provide clarity, streamline processes, and ensure compliance with recent state legislation.
Jessica Lake, a senior planner with the Town, began the work session with the Council to discuss potential amendments to Title 4 of the Land Use and Development Code.

Mayor Woods opened the floor for public comments.

Michael Hood from the Haymeadow Development asked to closely analysis the height limitation standard.

Council Member Woodworth Foral brought up ADA compliance and wondered if maintaining compliance was possible using a hydraulic elevator. The Council had a discussion around this and the height limitations presented. The Council also discussed the placement of elevator bulk heads and stairwells.

Jessica Lake Discussed the major PUD Amendment Process.

Mayor Woods opened the floor for public comments. No Comments.

Council Discussed the major PUD Amendment Process. Council discussed that when amending PUDs that staff should make sure these PUD standards align with the Town Code.

Town Attorney Richard Peterson-Cremer added insight on PUD Amendments.

Jessica Lake discussed the potential modifications to the landscaping and turf standards.

Mayor Woods opened the floor for public comments. No Comments.

Council had a discussion around the landscaping and turf standards.

Council Member Grimmer emphasized the importance of water conservation.

COUNCIL DISCUSSION AND FUTURE AGENDA ITEMS - 8:00 PM

Council will use this time to propose future agenda items, provide updates on Council Committees, and address general discussion items.

Council Member McCrankin provided information on a grant opportunity.

Mayor Woods provided insight on CORE transit.

Council Woodworth Foral provided information about MEAC.

Council Member Schreiner wanted to remind everyone about Colorado Give Day.

1. Interim Town Manager Compensation

Town Attorney Richard Peterson-Cremer began discussing the Interim Town Manager Compensation.

MOTION: Council Member Woodworth Foral motioned to approve the Interim Town Manager Compensation. The motion was seconded and passed with a vote of 6 (Grimmer, Glowacki, McCrackin, Woods, Woodworth Foral, Schreiner) in favor and 0 opposed.

EXECUTIVE SESSION - 8:15 PM

Brush Creek Stream Gauge

Council Member Schreiner recused himself from the discussion out of an abundance of caution regarding any potential conflict of interest.

MOTION: Mayor Woods motioned to enter executive session and adjourn upon completion of the executive session. The motion was seconded and passed with a vote of 5 (Grimmer, Glowacki, Woods, Woodworth Foral, McCrackin) in favor and 0 opposed.

1. An executive session to receive legal advice from the Town's attorney and water attorney pursuant to CRS 24-6-402(4)(b) regarding the installation of a stream gauge required by the Brush Creek Water Management Plan.

ADJOURN - 8:30 PM

Date:

Bryan Woods, Mayor

Melissa Daruna, Acting Town Clerk

Adjourned at 8:47 PM

**BILL SCHEDULE
DECEMBER 2025**

Town Council

Karp Neu Hanlon, PC	Legal - General	2,689.40
Amazon	Meeting Expense	60.42
Champions Choice	Meeting Expense	340.00
Signature Signs Inc.	Meeting Expense	60.00
Colorado Municipal League	Tuition & Books	120.00
Total Town Council		\$ 3,269.82

General Government

Rocky Mountain Reserve LLC	Health & Insurance Benefits	10.31
Amazon Capital Services	Office Supplies	37.77
Chat GPT	Dues & Subscriptions	20.00
Economic & Planning Systems, Inc.	Professional Services	1,462.50
KLJ Engineering LLC	Professional Services	2,243.93
Karp Neu Hanlon, PC	Legal - General	10,409.00
Aoki, Kevin	Meeting Expense	119.38
The Milk	Meeting Expense	186.34
Crawlin to a Cure	Public Relations	75.00
Flowerhound	Public Relations	125.00
Total General Government		\$ 14,689.23

General Administration

Lazar, Cheryl Or Samuel	Utility Overpayment Refund	57.72
Shaub, Brian	Utility Overpayment Refund	31.81
Frontier Paving, Inc.	Retainage Payable	22,445.36
Greater Eagle Fire Protection Dist.	Fire Impact Fees Payable	43,326.36
Town Of Avon	Police Special Duty Payable	330.00
Aoki, Kevin	Deposits Payable	1,400.00
Standard Insurance Company	Health & Insurance Payable	3,343.25
Alzheimer's Association	Facility Usage Deposit Refund	429.60
Brush Creek Elementary PTO	Facility Usage Deposit Refund	750.00
Buddy Werner	Facility Usage Deposit Refund	750.00
Connect Church	Facility Usage Deposit Refund	750.00
Eagle County School District	Facility Usage Deposit Refund	750.00
Eagle Ranch Association	Facility Usage Deposit Refund	700.00
Esparza-Rosales, Lina	Facility Usage Deposit Refund	750.00
Gamboa, Dora	Facility Usage Deposit Refund	375.00
Garcia Jordan, Valentina	Facility Usage Deposit Refund	375.00
Garcia, Seren	Facility Usage Deposit Refund	375.00
Gonzales, Luis	Facility Usage Deposit Refund	750.00
Guzman, Jonathan	Facility Usage Deposit Refund	650.00
Holguin, Ana	Facility Usage Deposit Refund	375.00
Insulate Pro	Facility Usage Deposit Refund	750.00
Landmark Tabernacle	Facility Usage Deposit Refund	750.00

General Administration (Cont.)

Moorhead, Lindsey	Facility Usage Deposit Refund	750.00
Mountain Tots Preschool	Facility Usage Deposit Refund	750.00
Paez, Karla	Facility Usage Deposit Refund	375.00
Plumbing Systems Inc.	Facility Usage Deposit Refund	675.00
Rodriguez, Pedro Luis	Facility Usage Deposit Refund	450.00
Trevizo, Alondra	Facility Usage Deposit Refund	75.00
Villalobos, Nidia	Facility Usage Deposit Refund	430.00
Monroe, Barry	Building Permits - Refund for Overcharge	9,738.00
Mountain Tots Preschool	Facility Usage Fees Overpayment	210.00
Rocky Mountain Reserve LLC	Health & Insurance Benefits	23.66
Amazon	Office Supplies	180.25
Employer's Council Services, Inc.	Office Supplies	240.00
Tand, Rachel	Equipment (Non-Capital)	229.49
Pitney Bowes Global Financial Services	Communication & Shipping	65.82
Column Software, PBC	Legal Notices	35.64
Kane, Jill	Dues & Subscriptions	66.00
Mountain Careers	Dues & Subscriptions	175.00
Society for Human Resources	Dues & Subscriptions	399.00
Chase Paymentech	C.C. Transaction Fees	177.16
Xpress Bill Pay	C.C. Transaction Fees	89.12
Robert Half, Inc.	Professional Services - AP Support	6,183.36
Karp Neu Hanlon, PC	Legal	1,247.00
Caselle, Inc.	Computer Support	1,860.50
Xpress Bill Pay	Computer Support	50.00
Chipotle	Travel	14.20
Panera	Travel	59.47
Qdoba	Travel	9.24
King Soopers Customer Charges	Meeting Expense	55.99
Red Canyon Café	Meeting Expense	89.17
Tand, Rachel	Meeting Expense	33.00
Tand, Rachel	Tuition & Books	70.00
Amazon	Miscellaneous Expense	(1.00)
Cirsa	Insurance - Pavilion	1,221.47
Total General Administration		\$ 106,240.64

Community Development

Rocky Mountain Reserve LLC	Health & Insurance Benefits	42.46
Amazon Capital Services	Office Supplies	69.82
Amazon Capital Services	Uniforms	39.53
Eagle Valley Tire & Service	Vehicle Repair & Maint Supplies	933.00
Integra Auto Repair	Vehicle Repair & Maint Supplies	60.94
Fleet Services	Vehicle Fuel	145.46
Wave Pro	Dues & Subscriptions	16.00
Baseline Engineering Corporation	Professional Services	411.00
Baseline Engineering Corporation	Planning Reimbursable	22,665.30
Economic & Planning Systems, Inc.	Planning Reimbursable	2,000.00

Community Development (Cont.)

Karp Neu Hanlon, PC	Planning Reimbursable	5,092.50
Kipp Land Surveying LLC	Planning Reimbursable	285.00
Karp Neu Hanlon, PC	Legal	6,145.50
Integra Auto Repair	Repair & Maintenance Services	25.00
Residence Inn	Travel Expense	(39.44)
JHW Plan Review Services	Contract Services	7,109.00
Int'l Code Books	Tuition & Books	284.37
Planetizen	Tuition & Books	279.00
Total Community Development		\$ 45,564.44

Municipal Court

Rocky Mountain Reserve LLC	Health & Insurance Benefits	0.61
Caselle, Inc.	Computer Support	317.00
Total Municipal Court		\$ 317.61

Streets

Pinnacol Assurance	Worker's Compensation	18.62
Rocky Mountain Reserve LLC	Health & Insurance Benefits	34.57
Amazon	Office Supplies	7.33
Cintas Corporation	Office Supplies	51.62
Grainger	Office Supplies	515.03
Office Sign Co	Office Supplies	156.17
Quill	Office Supplies	46.54
Wylaco Supply Co	Operating Supplies	42.81
Amazon	Repair & Maintenance Supplies	796.15
Colorado Barricade	Repair & Maintenance Supplies	816.00
Ewing Trucking And Construction LLC	Repair & Maintenance Supplies	7,932.15
Glenwood Springs Auto Parts Inc. (Napa)	Repair & Maintenance Supplies	165.54
Grainger	Repair & Maintenance Supplies	1,973.46
Gypsum Ace Hardware LLC	Repair & Maintenance Supplies	181.95
O.J. Watson Company, Inc.	Repair & Maintenance Supplies	926.90
Rexel USA, Inc.	Repair & Maintenance Supplies	2,336.23
Wagner Equipment Co	Repair & Maintenance Supplies	2,415.73
Whitehall's Alpine BG	Repair & Maintenance Supplies	286.56
Amazon Capital Services	Vehicle Repair & Mtn Supplies	148.18
Colorado Mountain Truck Parts LLC	Vehicle Repair & Mtn Supplies	483.52
Eagle Valley Tire & Service	Vehicle Repair & Mtn Supplies	215.00
Glenwood Springs Auto Parts Inc. (Napa)	Vehicle Repair & Mtn Supplies	323.78
Two Valley Tire LLC	Vehicle Repair & Mtn Supplies	2,216.40
Fleet Services	Vehicle Fuel	786.09
Holy Cross Energy	Utility Services	5,684.01
C & C Plumbing & Mechanical Inc.	Repair & Maintenance Services	1,859.50
Mountain Dog Tree Care, LLC	Repair & Maintenance Services	2,737.00
Utility Notification Center Of Colorado	Repair & Maintenance Services	63.89
Caselle, Inc.	Computer Support	21.20
Caterpillar Financial Services	Backhoe, Grader x2 Lease Payments	12,267.58
Procom	CDL Testing	152.00
Total Streets		\$ 45,661.51

Public Safety

Rocky Mountain Reserve LLC	Health & Insurance Benefits	103.10
Amazon Capital Services	Office Supplies	23.88
ProStamps	Office Supplies	18.95
Vista Print	Office Supplies	47.98
Zazzle	Office Supplies	37.87
Amazon Capital Services	Operating Supplies	1,216.74
BlueMedia	Operating Supplies	175.77
Cardio Partners Inc.	Operating Supplies	354.00
Magnum Electronics Inc.	Operating Supplies	249.81
Ultimate Training Munitions, Inc.	Operating Supplies	205.80
Amazon Capital Services	Uniforms	852.52
Badge & Wallet	Uniforms	2,015.00
Crye Precision LLC	Uniforms	837.70
Galls, LLC	Uniforms	3,030.81
JB T-Shirts Silkscreen & Embroidery	Uniforms	1,866.00
L.N. Curtis & Sons	Uniforms	736.11
U.S. Armor Corporation	Uniforms	804.57
Auto Zone, Inc	Vehicle Repair & Mtn Supplies	125.33
Down Valley Tire Pros	Vehicle Repair & Mtn Supplies	1,156.12
Fas-Break Auto Glass	Vehicle Repair & Mtn Supplies	702.49
Fleet Services	Vehicle Fuel	3,045.73
4 Imprint	School Res Officer Supplies	394.06
U.S. Armor Corporation	Equipment & Supplies - Grants	804.57
Amazon Capital Services	SOU Equipment & Supplies	879.24
Remarkable	Dues & Subscriptions	31.73
Western Colorado Peace Officers Assn	Dues & Subscriptions	150.00
Psychological Dimensions, LLC	Professional Services	600.00
Town Of Avon	Professional Services	400.00
Down Valley Tire Pros	Repair & Maintenance Services	142.00
Fas-Break Auto Glass	Repair & Maintenance Services	450.00
COS KOA	Travel	332.50
Courtyard	Travel	110.00
Hampton Inn	Travel	121.00
Hilton Garden	Travel	440.71
Holiday Inn	Travel	318.00
New Orleans Mariott	Travel	832.50
RPS Grand Junction	Travel	70.00
The Ruby Slipper	Travel	30.38
Gourmet Cowboy Catering & Events	Meeting Expense - PD Holiday Party	1,415.93
Buhlman, Carrie	Tuition & Books - Master's Program Reimbursement	2,998.00
Cristando House, Inc.	Tuition & Books	275.00
FBI-LEEDA	Tuition & Books	4,770.00

Public Safety (Cont.)

IACP	Tuition & Books	425.00
True Bold LLC	Tuition & Books	2,000.00
Alliance Moving Systems LLC	Contract Payments	200.00
Eagle County Animal Control	Contract Payments	6,917.00
SMTP2 Go	Contract Payments	50.00
Transunion Risk & Alternative Data Solut	Contract Payments	110.00
Amazon Capital Services	Event Production	66.83

Total Public Safety **\$ 42,940.73**

Buildings & Grounds

Pinnacol Assurance	Worker's Compensation	72.74
Rocky Mountain Reserve LLC	Health & Insurance Benefits	34.27
Amazon	Office Supplies	7.33
Cintas Corporation	Office Supplies	51.62
Grainger	Office Supplies	515.03
Quill	Office Supplies	46.55
Bobcat Of The Rockies	Operating Supplies	609.81
Amazon Capital Services	Repair & Maintenance Supplies	360.52
Bobcat Of The Rockies	Repair & Maintenance Supplies	71.74
Glenwood Springs Auto Parts Inc. (Napa)	Repair & Maintenance Supplies	29.00
Grainger	Repair & Maintenance Supplies	1,251.08
Gypsum Ace Hardware LLC	Repair & Maintenance Supplies	787.04
Paint Bucket	Repair & Maintenance Supplies	241.52
Pye-Barker Fire & Safety LLC	Repair & Maintenance Supplies	1,666.00
Signature Signs Inc.	Repair & Maintenance Supplies	179.25
Fleet Services	Vehicle Fuel	314.63
HD Supply Formerly Home Depot Pro	Janitorial Supplies	994.83
Black Hills Energy	Utility Services	3,200.72
Holy Cross Energy	Utility Services	5,932.85
Jerry-master Janitorial	Janitorial Maint. Contracts	2,158.00
Eagle County Solid Waste & Recycling	Repair & Maintenance Services	26.88
Mountain Dog Tree Care, LLC	Repair & Maintenance Services	2,805.00
Mountain Star Cleaning Services	Repair & Maintenance Services	300.00
Northwest Colo Council Of Gov.	Repair & Maintenance Services	375.00
Pye-Barker Fire & Safety LLC	Repair & Maintenance Services	2,663.00
Rod's Painting Inc.	Repair & Maintenance Services	1,443.75
Sno-White Linen Rental	Repair & Maintenance Services	308.28
Sonshine Window Cleaning	Repair & Maintenance Services	2,033.00
Trane U.S.	Repair & Maintenance Services	4,858.50
Venzor Carpet Cleaning	Repair & Maintenance Services	803.72
Caselle, Inc.	Computer Support	21.20
Total Buildings & Grounds		\$ 34,162.86

Events

Rocky Mountain Reserve LLC	Health & Insurance Benefits	10.01
City Market	Operating Supplies	26.55
Events (Cont.)		
Colorado Caramel	Operating Supplies	336.00
Gypsum Ace Hardware LLC	Operating Supplies	(2.01)
Mountain Moxie	Operating Supplies	120.00
Wal-Mart	Operating Supplies	41.24
JB T-Shirts	Uniforms	46.31
Apple.com	Dues & Subscriptions	12.02
Broadcast Music, Inc.	Dues & Subscriptions	446.00
Canva	Dues & Subscriptions	29.49
City Market	Meeting Expense	74.96
Red Canyon Café	Meeting Expense	61.15
The Milk	Meeting Expense	48.03
Yeti's Grind	Meeting Expense	40.93
Amazon	Event Production	65.86
Cardoza, Denise	Event Production	800.00
Gypsum Ace Hardware LLC	Event Production	276.95
Kaleidoscope Productions	Event Production - Christmas on Broadway	2,950.00
Mountain Recreation Metro District	Event Production	250.00
St Clare Of Assisi Parish	Event Production	250.00
Total Events		\$ 5,883.49

Engineering

Rocky Mountain Reserve LLC	Health & Insurance Benefits	14.56
Amazon	Office Supplies	7.32
Cintas Corporation	Office Supplies	51.61
Grainger	Office Supplies	515.02
Quill	Office Supplies	46.54
Fleet Services	Vehicle Fuel	40.11
Total Engineering		\$ 675.16

Information Technology

Rocky Mountain Reserve LLC	Health & Insurance Benefits	14.07
Amazon Capital Services	Office Supplies	136.41
Office Sign Co	Office Supplies	66.93
Fleet Services	Vehicle Fuel	1.99
Amazon Capital Services	Equipment (Non-Capital)	287.73
HP, Inc.	Equipment (Non-Capital) - (20) Elite Books	29,772.20
SHI International Corp	Equipment (Non-Capital)	252.00
Century Link	Utility Services	4,578.08
Starlink	Utility Services	120.00
Aspen Wireless Technologies, Inc.	Computer Support	1,362.50
Fortbend IT	Computer Support - Microsoft Office	4,856.07
Casa Mexico	Meeting Expense	41.39
Federated Wireless	Tuition & Books	599.00
Konica Minolta Business Solutions USA	Contract Payments	1,286.00
Marlin Leasing Corporation	Contract Payments	1,379.71

Information Technology (Cont.)

Professional Document Solutions, Inc.

Contract Payments

257.86

Total Information Technology**\$ 45,011.94****Communications & Marketing**

Rocky Mountain Reserve LLC

Health & Insurance Benefits

5.46

Amazon

Operating Supplies

206.59

Canva

Dues & Subscriptions

29.97

Mail Chimp

Dues & Subscriptions

132.00

Amazon Capital Services

Professional Services

963.77

Kaleidoscope Productions

Professional Services - Town Hall Holiday Lighting

4,975.00

Michael Rawlings Photography, Inc.

Professional Services

745.00

Colorado Mtn. News Media

Media

1,084.65

Copy Copy

Media

22.50

Signature Signs Inc.

Media

628.00

Yeti's Grind

Meeting Expense

18.48

Dot Zero Multimedia

Website

125.00

Total Communications & Marketing**\$ 8,936.42****Sustainability**

Rocky Mountain Reserve LLC

Health & Insurance Benefits

5.46

Yearout Energy Services Co LLC

Professional Services

17,319.00

Karp Neu Hanlon, PC

Legal

203.00

Pedogenic Solutions LLC

Community Requests - Composting Services

15,000.00

Sustainability**\$ 32,527.46****Economic Development & Housing**

Rocky Mountain Reserve LLC

Health & Insurance Benefits

6.07

Founders Place Condo Association

Employee Housing Rental Exp

517.00

Land Title Guarantee Company, LLC

Employee Housing Rental Exp - 7 Hermits

(1,706.20)

Trybe Property Management LLC

Employee Housing Rental Exp

3,064.68

Signature Signs Inc.

Professional Services

280.00

Karp Neu Hanlon, PC

Legal

10,046.00

Valley Home Store LLC

Contract Payments

7,500.00

Total Economic Development & Housing**\$ 19,707.55****Total GENERAL FUND****\$ 405,588.86****CAPITAL IMPROVEMENTS FUND**

Land Title Guarantee Company, LLC

Miscellaneous - 7 Hermits

(398,052.00)

Holy Cross Energy

IT Improvements

30,823.24

Land Title Guarantee Company, LLC

Employee Housing Property - 7 Hermits

498,052.00

Martin/Martin Consulting Engineers

Street Replacement- Capitol St

12,855.58

Karp Neu Hanlon, PC

Grand Avenue Improvements

87.00

Stolfus & Associates

Grand Avenue Improvements

110,041.38

Union Pacific Railroad Company

Grand Avenue Improvements

1,767.59

CAPITAL IMPROVEMENTS FUND (Cont.)

O.J. Watson Company, Inc.	Snow Removal Equipment - New VBX Sander	12,636.00
Amazon Capital Services	Police Department Equipment	2,211.47
Midway USA	Police Department Equipment	1,172.43
Amazon Capital Services	Patrol Vehicles	(82.32)
Down Valley Tire Pros	Patrol Vehicles	1,307.68
Total CAPITAL IMPROVEMENTS FUND		\$ 272,820.05

WASTE WATER FUND

Rocky Mountain Reserve LLC	Health & Insurance Benefits	32.39
Cintas Corporation	Office Supplies	51.60
Office Sign Co	Office Supplies	89.24
Western Slope Supplies Inc.	Office Supplies	28.15
Grainger	Operating Supplies	61.00
Gypsum Ace Hardware LLC	Operating Supplies	14.97
USA Blue Book	Operating Supplies	193.60
Kuhl Clothing	Uniforms	543.41
Salomon	Uniforms	165.00
Glenwood Springs Auto Parts Inc (Napa)	Repair & Maintenance Supplies	148.71
Grainger	Repair & Maintenance Supplies	1,604.97
Gypsum Ace Hardware LLC	Repair & Maintenance Supplies	187.09
USA Blue Book	Repair & Maintenance Supplies	727.35
Water Technology Group	Repair & Maintenance Supplies	122.94
Fleet Services	Vehicle Fuel	163.74
Federal Express Corp.	Communication & Shipping	316.63
Nextrust Inc.	Communication & Shipping	311.12
Black Hills Energy	Utility Services	5,885.64
Holy Cross Energy	Utility Services	16,334.43
Chase Paymentech	C.C. Transaction Fees	864.15
Xpress Bill Pay	C.C. Transaction Fees	588.18
Clark Hill PLC	Legal & Audit	130.00
LRE Water	Engineering	1,291.00
Mott Macdonald	Engineering	661.00
Denali Water Solutions LLC	Sludge Disposal	7,905.29
Utility Notification Center Of Colorado	Repair & Maintenance Services	63.89
Caselle, Inc.	Computer Support	444.70
Colo Dept Of Public Health & Environment	Testing & Permits	292.59
Eagle River Water & Sanitation District	Testing & Permits	2,670.00
SGS North America Inc.	Testing & Permits	2,077.00
Colorado CWP	Tuition & Books	85.00
Love In Practice, LLC	Tuition & Books	914.13
American Mechanical Services	Contract Payments	848.00
Intermountain Systems	Contract Payments	407.00
Mott MacDonald	Capital Expenditures - Nutrient Criteria Nitrogen	219,901.89
Stolfus & Associates	Sewer Line Improvements	6,248.12
WeatherTech	Pickup Trucks	518.20
Total WASTE WATER FUND		\$ 272,892.12

WATER FUND

Rocky Mountain Reserve LLC	Health & Insurance Benefits	48.46
Amazon	Office Supplies	96.98
Amazon Capital Services	Office Supplies	9.70
Cintas Corporation	Office Supplies	51.60
Office Sign Co	Office Supplies	111.55
Gypsum Ace Hardware LLC	Operating Supplies	57.98
PVS DX Inc.	Operating Supplies	2,004.97
Kuhl Clothing	Uniforms	321.00
Amazon Capital Services	Repair & Maintenance Supplies	93.97
Ferguson Enterprises, Inc.	Repair & Maintenance Supplies	1,213.81
Grainger	Repair & Maintenance Supplies	6,193.61
Gypsum Ace Hardware LLC	Repair & Maintenance Supplies	492.69
Hydroscreen CO. LLC	Repair & Maintenance Supplies	5,216.00
USA Blue Book	Repair & Maintenance Supplies	862.58
Grainger	Vehicle Repair & Mtn Supplies	150.05
Fleet Services	Vehicle Fuel	301.45
Federal Express Corp.	Communication & Shipping	42.85
Nextrust Inc.	Communication & Shipping	311.12
American Water Works	Dues & Subscriptions	443.00
AmeriGas	Utility Services	6,935.43
Black Hills Energy	Utility Services	132.58
Holy Cross Energy	Utility Services	10,979.27
Chase Paymentech	C.C. Transaction Fees	1,466.44
Xpress Bill Pay	C.C. Transaction Fees	819.89
Karp Neu Hanlon, PC	Legal	145.00
Blue Monster Service LLC	Repair & Maintenance Services	135.00
Eagle County Hazardous Waste Facility	Repair & Maintenance Services	101.20
Utility Notification Center Of Colorado	Repair & Maintenance Services	63.90
Overland Diving Services LLC	Storage Tank Maintenance	6,600.00
Colo Dept Of Public Health & Environment	Testing & Permits	1,160.00
SGS North America Inc.	Testing & Permits	512.00
USDA Forest Service	Testing & Permits	184.22
Caselle, Inc.	Computer Support	275.70
American Water Works	Tuition & Books	1,062.00
Colorado CWP	Tuition & Books	185.00
ISI-Envision	Tuition & Books	50.00
PSI Exams	Tuition & Books	104.00
American Mechanical Services	Contract Payments	2,423.00
Ferguson Enterprises, Inc.	Contract Payments	19,892.56
Mott MacDonald	Tank Replacement	17,757.28
Grainger	Pickup Trucks	1,343.03
Gould Construction Inc.	Main Replacement/Brush Creek	918,108.88
Jones Cattle Co, Ltd	Main Replacement/Brush Creek	3,844.00
Short Elliott Hendrickson, Inc.	Main Replacement/Brush Creek	4,776.10
Martin/Martin Consulting Engineers	Water Line Improvements - Capitol Street	12,855.58
WATER FUND (Cont.)		
Stolfus & Associates	Water Line Improvements	6,248.13
Total WATER FUND		\$ 1,036,183.56

REFUSE FUND

Nextrust Inc.	Communication & Shipping	311.12
Chase Paymentech	C.C. Transaction Fees	261.86
Xpress Bill Pay	C.C. Transaction Fees	267.36
Blue Monster Service LLC	Repair & Maintenance Services	135.00
Vail Honeywagon	Repair & Maintenance Services	69.73
Caselle, Inc.	Computer Support	275.70
Vail Honeywagon	Contract Services	81,370.81
Ferguson Enterprises, Inc.	Capital Expenditures	83.96
Reel USA, Inc.	Capital Expenditures	245.63
Total REFUSE FUND		\$ 83,021.17

STORM WATER FUND

Nextrust Inc.	Communication & Shipping	311.11
Chase Paymentech	C.C. Transaction Fees	26.19
Xpress Bill Pay	C.C. Transaction Fees	17.82
Total STORM WATER FUND		\$ 355.12

BROADBAND FUND

Rocky Mountain Reserve LLC	Health & Insurance Benefits	2.12
Teltech Communications LLC	Equipment (Non-Capital) - (5) Residential Nodes	4,483.72
Aspen Wireless Technologies, Inc.	Computer Support	3,489.00
Total BROADBAND FUND		\$ 7,974.84

STCIF

Frontier Paving, Inc.	Retainage Payable - Nogal Road	6,785.04
Colorado Hardscapes, Inc.	Multi-Use Rec Facilities - Pool Project	58,345.00
Mountain Recreation Metro District	Multi-Use Rec Facilities - Pool Project	1,341.00
G H Daniels III & Associates	Town Park Improvements - Brush Creek Playground	3,000.00
Total STCIF		\$ 69,471.04

OPEN SPACE

Rocky Mountain Reserve LLC	Health & Insurance Benefits	6.67
Office Sign Co	Office Supplies	22.31
Kuhl Clothing	Uniforms	134.25
REI	Uniforms	196.66
Smiley, Alex	Uniforms	159.10
Cable Ties & More	R & M Supplies	41.26
Copy Copy	R & M Supplies	445.50
REI	R & M Supplies	12.98
Signature Signs Inc.	R & M Supplies	118.00
Fleet Services	Vehicle Fuel	9.51
Vail Honeywagon	Repair & Maintenance Services	254.47

OPEN SPACE (Cont.)

Mountain Hound Rodent Control Inc.	Weed & Pest Control	11,000.00
Aloterra Restoration Services Inc.	Habitat & Riparian Restoration	67,363.00
Total OPEN SPACE		\$ 79,763.71

DDA FUND

Northland Securities Inc.

Floofy Snoot, The

Food Smith

Total DDA FUND

Professional Services

Grant Program Expenditures

Grant Program Expenditures

3,387.50

3,850.00

5,600.00

\$ 12,837.50**Total****Payroll****Grand Total****\$ 2,240,907.97****\$ 797,323.84****\$ 3,038,231.81**



To: Mayor Woods and Town Council

From: Kira Koppel, Sustainability Specialist

Date: January 13, 2026

Agenda Item: Resolution 01, Series 2026 - A Resolution of the Town Council of the Town of Eagle, Colorado Approving an Agreement for Professional Services with the Adam Palmer Sustainability Fund for 2026.

REQUEST: Staff requests that council review and approve the Professional Services Agreement with the Adam Palmer Sustainability Fund (Palmer Fund).

BACKGROUND: The Adam Palmer Sustainability Fund was created in response to the loss of a Town of Eagle council member in 2021, Adam Palmer, a strong sustainability champion. Through conversations with Luke Cartin of Park City and Mountain Towns 2030, the town established net zero goals in 2021 to honor his legacy and make progress in climate action: net zero town operations by 2028 and net zero Eagle community by 2030. The Adam Palmer Sustainability Fund was then created in Adam's honor to provide an avenue to get this work off the ground. The Palmer Fund's 501(c)(3) designation allows for the fundraising and dispersing of funds in service of the goals. Throughout the years, the Palmer Fund has worked to support the town's goals, from creating the Net Zero Action Plan for the community, to working with town staff, working with Active Energies to establish a solar array at the Brush Creek Elementary School greenhouse, and establishing and managing the Sustainability Advisory Committee.

The Town and the Palmer Fund entered into an MOU in October 2024. This professional services agreement provides more detail than the MOU and defines specific tasks and deliverables that will be accomplished by the Palmer Fund in support of our net zero goals and partnership within the 2026 year.

ANALYSIS: Contracting with the Palmer Fund, our nonprofit partner for the advancement of net zero initiatives in the Town of Eagle, will expand town staff capacity and support meaningful progress toward Council Resolution No. 56, a resolution adopting town-wide sustainability goals. This professional services agreement details work to be done within 2026 to increase community engagement in the town-wide sustainability goals and to further their progress.

COMMUNITY INPUT: None at this time.

BUDGET / STAFF IMPACT: Total funds for this contract have already been approved in the 2026 budget and will result in an expenditure of \$32,000 from the general fund. \$15,000 of the \$32,000 are required to be disbursed to community sustainability funding recipients, based on the Sustainability Advisory Committee's recommendations. The PSA expands staff capacity, as the Palmer Fund will have a dedicated focus on the 2030 net zero goal (town-wide) and will support community outreach efforts, as well as fundraising toward the 2030 goal.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED: This item aligns with the town’s goal to elevate our relationship with the environment by supporting and demonstrating sustainability (Goal 4-3 of Elevate Eagle Comprehensive Plan) and with the town’s strategic objective to invest in environmental and energy sustainability. It also directly supports further implementation of Town Council Resolution No. 56, a resolution adopting town-wide sustainability goals.

RECOMMENDED ACTION OR PROPOSED MOTION: Staff asks that the council reviews and **APPROVES** this Professional Services Agreement with the Adam Palmer Sustainability Fund.

ATTACHMENTS:

- Resolution 01, Series 2026 - A Resolution of the Town Council of the Town of Eagle, Colorado Approving an Agreement for Professional Services with the Adam Palmer Sustainability Fund for 2026.
- Adam Palmer Sustainability Fund Professional Services Agreement
- Adam Palmer & Town of Eagle MOU: [LINK](#)

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES (the "Agreement") is made and entered into this 13th day of January, 2026 (the "Effective Date"), by and between the Town of Eagle, a Colorado home rule municipality with an address of P.O. Box 609, Eagle, Colorado 81631 (the "Town") and the Adam Palmer Sustainability Fund, a Colorado nonprofit corporation with an address of PO Box 3243, Eagle, CO 81631 ("Palmer Fund") (each a "Party" and collectively the "Parties").

WHEREAS, the Town requires professional services to expand capacity to achieve the Town's NetZero 2030 goal; and

WHEREAS, the Palmer Fund has held itself out to the Town as having the requisite expertise and experience to perform the required services.

NOW, THEREFORE, for the consideration hereinafter set forth, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

I. SCOPE OF SERVICES

A. The Palmer Fund shall furnish all labor and materials required for the complete and prompt execution and performance of all duties, obligations, and responsibilities which are described or reasonably implied from the Scope of Services set forth in **Exhibit A**, attached hereto and incorporated herein by this reference.

B. A change in the Scope of Services shall not be effective unless authorized as an amendment to this Agreement. If the Palmer Fund proceeds without such written authorization, the Palmer Fund shall be deemed to have waived any claim for additional compensation, including a claim based on the theory of unjust enrichment, quantum merit or implied contract. Except as expressly provided herein, no agent, employee, or representative of the Town is authorized to modify any term of this Agreement, either directly or implied by a course of action.

II. TERM AND TERMINATION

A. This Agreement shall commence on the Effective Date, and shall continue for one year, with the opportunity for annual renewal upon written mutual agreement of both Parties.

B. Either Party may terminate this Agreement upon 30 days' advance written notice. The Town shall pay the Palmer Fund for all work previously authorized and completed prior to the date of termination. If, however, the Palmer Fund has substantially or materially breached this Agreement, the Town shall have any remedy or right of set-off available at law and equity.

III. COMPENSATION

In consideration for the completion of the Scope of Services by the Palmer Fund, the Town shall pay the Palmer Fund \$32,000 within the year of 2026 for work performed beginning January

1, 2026 and completed by December 31, 2026. This amount shall include all fees, costs and expenses incurred by the Palmer Fund, and no additional amounts shall be paid by the Town for such fees, costs and expenses. \$15,000 of the \$32,000 will be disbursed to community sustainability project funding applicants. \$17,000 will be utilized for administrative support services. The Palmer Fund may submit periodic invoices, which the Town shall pay within 30 days of receipt.

IV. RESPONSIBILITY

A. The Palmer Fund hereby warrants that it is qualified to assume the responsibilities and render the services described herein and has all requisite corporate authority and professional licenses in good standing required by law. The work performed by the Palmer Fund shall be in accordance with generally accepted professional practices and the level of competency presently maintained by other practicing professional firms for the same or similar type of work in the applicable community. The work and services to be performed by the Palmer Fund hereunder shall be done in compliance with applicable laws, ordinances, rules, and regulations.

B. The Town's review, approval or acceptance of, or payment for any services shall not be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

C. Because the Town has hired the Palmer Fund for its professional expertise, the Palmer Fund agrees not to employ subcontractors to perform any work except as expressly set forth in the Scope of Services.

V. OWNERSHIP

Any materials, items, and work specified in the Scope of Services, as well as any and all related documentation and materials provided or developed by the Palmer Fund, shall be exclusively owned by the Town. The Palmer Fund expressly acknowledges and agrees that all work performed under the Scope of Services constitutes a "work made for hire." To the extent that it does not constitute a "work made for hire," the Palmer Fund transfers, sells, and assigns all of its rights, title, and interest in such work to the Town. The Town may, concerning all or any portion of such work, use, publish, display, reproduce, distribute, destroy, alter, retouch, modify, adapt, translate, or change such work without providing notice to or receiving consent from the Palmer Fund.

VI. INDEPENDENT CONTRACTOR

The Palmer Fund an independent contractor. Notwithstanding any other provision of this Agreement, all personnel assigned by the Palmer Fund to perform work under the terms of this Agreement shall be, and remain at all times, employees or agents of the Palmer Fund for all purposes. For any purpose, the Palmer Fund shall make no representation that it is a Town employee.

VII. INSURANCE

A. The Palmer Fund agrees to procure and maintain, at its own cost, a policy or policies of insurance sufficient to insure against all liability, claims, demands, and other obligations assumed by the Palmer Fund pursuant to this Agreement. At a minimum, the Palmer Fund shall procure and maintain, and shall cause any subcontractor to procure and maintain, the insurance coverages listed below, with forms and insurers acceptable to the Town.

1. Workers' Compensation insurance as required by law.
2. Commercial General Liability insurance with minimum combined single limits of \$1,000,000 for each occurrence and \$2,000,000 general aggregate. The policy shall be applicable to all premises and operations and shall include coverage for bodily injury, broad form property damage, personal injury (including coverage for contractual and employee acts), blanket contractual, products, and completed operations. The policy shall contain a provision for severability of interests and shall include the Town and the Town's officers, employees, and contractors as additional insureds. No additional insured endorsement shall contain any exclusion for bodily injury or property damage arising from completed operations.
3. Professional liability insurance with minimum limits of \$1,000,000 each claim and \$2,000,000 general aggregate.

B. Such insurance shall be in addition to any other insurance requirements imposed by law. The coverages afforded under the policies shall not be cancelled, terminated or materially changed without at least 30 days' prior written notice to the Town. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage. Any insurance carried by the Town, its officers, its employees, or its contractors shall be excess and not contributory insurance to that provided by the Palmer Fund. The Palmer Fund shall be solely responsible for any deductible losses under any policy.

C. The Palmer Fund shall provide to the Town a certificate of insurance showing the required policies are in full force and effect. The certificate shall identify this Agreement.

VIII. INDEMNIFICATION

The Palmer Fund agrees to indemnify and hold harmless the Town and its officers, insurers, volunteers, representative, agents, employees, heirs and assigns from and against all claims, liability, damages, losses, expenses and demands, including attorney fees, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with this Agreement if such injury, loss, or damage is caused in whole or in part by, the act, omission, error, professional error, mistake, negligence, or other fault of the Palmer Fund, any subcontractor of the Palmer Fund, or any officer, employee,

representative, or agent of the Palmer Fund, or which arise out of a worker's compensation claim of any employee of the Palmer Fund or of any employee of any subcontractor of the Palmer Fund. The Palmer Fund's liability under this indemnification provision shall be to the fullest extent of, but shall not exceed, that amount represented by the degree or percentage of negligence or fault attributable to the Palmer Fund, any subcontractor of the Palmer Fund, or any officer, employee, representative, or agent of the Palmer Fund or of any subcontractor of the Palmer Fund.

IX. MISCELLANEOUS

A. *Governing Law and Venue.* This Agreement shall be governed by the laws of the State of Colorado, and any legal action concerning the provisions hereof shall be brought in Eagle County, Colorado.

B. *No Waiver.* Delays in enforcement or the waiver of any one or more defaults or breaches of this Agreement by the Town shall not constitute a waiver of any of the other terms or obligation of this Agreement.

C. *Integration.* This Agreement constitutes the entire Agreement between the Parties, superseding all prior oral or written communications.

D. *Third Parties.* There are no intended third-party beneficiaries to this Agreement.

E. *Notice.* Any notice under this Agreement shall be in writing and shall be deemed sufficient when directly presented or sent prepaid, first-class United States Mail to the Party at the address set forth on the first page of this Agreement.

F. *Severability.* If any provision of this Agreement is found by a court of competent jurisdiction to be unlawful or unenforceable for any reason, the remaining provisions hereof shall remain in full force and effect.

G. *Modification.* This Agreement may only be modified upon written Agreement of the Parties.

H. *Assignment.* Neither this Agreement nor any of the rights or obligations of the Parties hereto, shall be assigned by either Party without the written consent of the other.

I. *Governmental Immunity.* The Town and its officers, attorneys and employees are relying on, and do not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*, as amended, or otherwise available to the Town and its officers, attorneys or employees.

J. *Rights and Remedies.* The rights and remedies of the Town under this Agreement are in addition to any other rights and remedies provided by law. The expiration of this Agreement shall in no way limit the Town's legal or equitable remedies, or the period in which such remedies may be asserted, for work negligently or defectively performed.

K. *Subject to Annual Appropriation.* Consistent with Article X, § 20 of the Colorado Constitution, any financial obligation of the Town not performed during the current fiscal year is subject to annual appropriation, shall extend only to monies currently appropriated, and shall not constitute a mandatory charge, requirement, debt or liability beyond the current fiscal year.

L. *Force Majeure.* No Party shall be in breach of this Agreement if such Party's failure to perform any of the duties under this Agreement is due to Force Majeure, which shall be defined as the inability to undertake or perform any of the duties under this Agreement due to acts of God, floods, storms, fires, sabotage, terrorist attack, strikes, riots, war, labor disputes, forces of nature, the authority and orders of government or pandemics.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

TOWN OF EAGLE

Bryan Woods, Mayor

ATTEST:

Acting Town Clerk

ADAM PALMER SUSTAINABILITY FUND

Geoff Grimmer, Executive Director

EXHIBIT A

SCOPE OF SERVICES

Palmer Fund's Duties

During the term of this Agreement, the Palmer Fund shall perform the following duties, as directed by the Town:

- Partner with the Town on annual, strategic goal setting for the Community Net Zero Funding Pool and identify annual areas of work;
- Administer the Community Net Zero Funding Pool (CFP) in conjunction with the Sustainability Advisory Committee (SAC);
 - The Palmer Fund will manage the CFP and provide updates to the SAC on the disbursement of funds. The SAC will determine where the CFP funds are allocated.
 - Town and Palmer Fund staff will update the Eagle Town Council on the CFP fund balance and disbursements.
- Fundraise to increase the CFP for the Net Zero 2030 goal ("Net Zero Goal"), as adopted in Resolution 56, Series 2021 of the Town Council;
- Engage the community on the Net Zero Goal and related initiatives; and
- After the calendar year's close, submit a report to the Town on the impact of grant funding awarded to the community through the CFP.

Palmer Fund's Deliverables

In performance of the duties described above, the Palmer Fund shall deliver the following items to the Town, during the timeframes established by the Town:

- Attend, at a minimum, one annual meeting with the Town's Sustainability Specialist to determine areas of work and goals for the year pertaining to the 2030 Net Zero goal;
- Fundraise to increase the CFP for the Net Zero Goal:
 - The Palmer Fund shall match any funds appropriated by the Town by a minimum of 5% with the goal to increase the percentage match year over year; and

- Engage the community by promoting the Net Zero Goal and raise awareness of grant funding available. Methods of community engagement shall include without limitation:
 - 4 community events per year;
 - Quarterly social media posts;
 - Regular engagement through the Sustainability Advisory Committee; and
 - Ensure at least one Palmer Fund board member is present for all SAC meetings, as able.

The Town agrees to:

- Partner with the Palmer Fund on the annual strategic goal setting of the CFP and identify areas of work;
- Provide a Town representative for the Sustainability Advisory Committee once established by the Palmer Fund;
- Collaborate with the Palmer Fund on community engagement via social media, newsletters, and tabling at events;
- Solicit project proposals and refer applicants to Palmer Fund where appropriate;
- Request Town Council to appropriate funds to help fund the CFP through the annual budgeting process;
- Provide administrative funding to the Palmer Fund for management of the CFP via the town's annual budget process; and
- Lead policy and regulatory initiatives that support the NZAP.

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 1
(Series of 2026)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO,
APPROVING AN AGREEMENT FOR PROFESSIONAL SERVICES WITH THE ADAM
PALMER SUSTAINABILITY FUND

WHEREAS, the Town Council adopted Resolution No. 56 in 2021, setting a goal to achieve net zero carbon emissions by 2030 for the Eagle community;

WHEREAS, the Town Council requested a non-profit be formed to support work toward the net zero carbon emissions by 2030 goal;

WHEREAS, the Adam Palmer Sustainability Fund's mission is to partner with community leaders to achieve net-zero carbon consumption in the Town by 2030 through philanthropy, green infrastructure, revolving loans, and grant funding.

WHEREAS, the Town and the Adam Palmer Sustainability Fund have been working together to make progress on the 2030 net zero goal since it was established, and the Adam Palmer Sustainability Fund has proven its expertise and value to the Town;

WHEREAS, the Town desires to continue partnering with the Adam Palmer Sustainability Fund to expand capacity and outreach on projects that help achieve the 2030 net zero goal;

WHEREAS, the Town and the Adam Palmer Sustainability Fund entered an MOU on October 8th, 2024, to guide their partnership; and

WHEREAS, the Town Council finds that it is in the best interest of the public's health, safety and welfare to approve the Agreement for Professional Services (the "Agreement") with Adam Palmer Sustainability Fund.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF EAGLE, COLORADO:

Section 1: The Agreement for Professional Services with the Adam Palmer Sustainability Fund is hereby approved in substantially the form attached hereto and subject to final approval by the Town Attorney. Upon such approval, the Mayor is authorized to execute the Agreement on behalf of the Town.

RESOLVED, APPROVED, AND ADOPTED THIS 13th DAY OF JANUARY 2026.

TOWN OF EAGLE, COLORADO

BY: _____
Mayor, Bryan Woods

ATTEST:

Acting Town Clerk



To: Mayor Woods and Town Council
From: Nikki Davis, Economic Development & Housing Specialist
Date: January 13, 2026
Agenda Item: Resolution 02, Series 2026, "A Resolution of the Town Council of the Town of Eagle, Colorado Appointing a Member to the Eagle Downtown Development Authority"

REQUEST: The Eagle Downtown Development Authority (DDA) is requesting the Town Council's approval to appoint a new board member.

BACKGROUND: Former DDA board member Collin Huggins stepped down in August 2025. Collin was appointed to serve a four-year term between June 2023 through June 2027. Following his resignation, staff assisted the DDA in conducting a call for applications which was open to the public from late August through October 31, 2025. The solicitation resulted in two qualified applicants from within the district: Keith Carrieri of Inner Light Juice and Brian Burgess of Vail Valley Wellness.

ANALYSIS: At its December 16, 2025 meeting, the DDA board interviewed both applicants and, following deliberation, voted to recommend Keith Carrieri for appointment to the vacant seat. Upon Town Council approval, Keith will fill the remainder of Collin's unexpired term through June 2027.

COMMUNITY INPUT: Community input was not gathered for this matter.

BUDGET / STAFF IMPACT: There is no fiscal impact associated with this appointment. Staff will continue to serve as the Town liaison to the DDA.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED: The DDA functions as both a self-governing body and a partner to the Town of Eagle, working to stimulate economic vitality and guide strategic community development in its district.

RECOMMENDED ACTION OR PROPOSED MOTION: A motion to approve Resolution 02, Series 2026, "A Resolution of the Town Council of the Town of Eagle, Colorado Appointing a Member to the Eagle Downtown Development Authority."

ATTACHMENTS:

1. Resolution 02, Series 2026
2. ([LINK](#)) Keith Carrieri DDA Application

**TOWN OF EAGLE, COLORADO
RESOLUTION NO. 02
(SERIES 2026)**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO,
APPOINTING A MEMBER TO THE EAGLE DOWNTOWN DEVELOPMENT AUTHORITY

WHEREAS, pursuant to Article 2 of the Rules of Procedure of the Eagle Downtown Development Authority (“DDA”), which provides for the membership terms and appointment process by the Town Council and the DDA; and

WHEREAS, former DDA board member Collin Huggins resigned from the Board in August 2025 creating a vacancy for the remainder of a term expiring June 30, 2027; and

WHEREAS, the DDA conducted a call for applications and interviewed two qualified applicants, Keith Carrieri and Brian Burgess, at its December 16, 2025; and

WHEREAS, following deliberation, the Board voted to recommend Keith Carrieri for appointment to the vacant seat; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO:

Section 1. Keith Carrieri is hereby appointed to the Eagle Downtown Development Authority to serve the remainder of an unexpired term vacated by Collin Huggins, with said term expiring on June 30, 2027.

INTRODUCED, READ, PASSED, AND ADOPTED on January 13, 2026.

TOWN OF EAGLE, COLORADO

By: _____
Bryan Woods, Mayor

ATTEST:

Melissa Daruna, Acting Town Clerk



To: Mayor Woods and Town Council

From: Nikki Davis, Economic Development & Housing Specialist

Date: January 13, 2026

Agenda Item: Resolution 04, Series 2026, "A Resolution of the Town Council of the Town of Eagle, Colorado Supporting an Application to the Colorado Tourism Office for Wayfinding Implementation"

REQUEST: The request is for Town Council to review and consider approval of Resolution 04, Series 2026, authorizing staff to apply for a second round of funding through the Colorado Tourism Office's Tourism Management Grant Program. If awarded, grant funds would be used to initiate early-phase implementation of the Town's Wayfinding Plan.

BACKGROUND: Colorado's Office of Economic Development & International Trade (OEDIT) administers the annual Tourism Management Grant Program, which provides funding for tourism-related projects that enhance, develop, or manage visitor experience in communities throughout the state.

In 2025, the Town was awarded a \$20,000 grant through this program to complete a Wayfinding Study and Implementation Plan. Building on the Town's adopted long-range planning documents and the recent CU Denver Mountain Summer Studio ([link](#)), this effort has focused on a comprehensive wayfinding and signage audit, needs analysis, and schematic plan designed to improve navigation for both residents and visitors. Staff contracted with Michael Baker International to lead the project, which began in August 2025.

The Town's 2020 Strategic Plan specifically calls for the creation of a Wayfinding Plan to help attract visitors and stimulate the local economy. In addition, the 2023 Economic Development Plan ([link](#)) promotes efforts that attract net new expenditure dollars and position Eagle as a destination offering a high quality of life for both visitors and residents.

With Council's approval, staff will prepare and submit a grant application by the program deadline of January 22, 2026.

ANALYSIS: The Wayfinding Study and Implementation Plan is nearing completion and has been intentionally structured to be implementation-ready, including final design standards, priority locations, and a phased rollout strategy. With the planning and design work substantially complete, staff is now positioned to transition from concept to action.

Applying for a second round of funding through the Colorado Tourism Office (CTO) presents a timely opportunity to initiate early implementation of the Wayfinding Plan. The Tourism Management Grant Program aligns well with this next phase of work, as it prioritizes projects that enhance visitor experience, improve navigation, and support placemaking - core objectives of Eagle's Wayfinding effort.

If awarded, grant funds would allow the Town to begin installing high-priority signage elements identified through the planning process. A phased implementation approach enables the Town to deploy wayfinding infrastructure strategically while leveraging local funds, future grant opportunities, and partnerships to support subsequent phases.

COMMUNITY INPUT: Community input specific to this grant application was not gathered. However, community engagement has informed the Wayfinding Study and Implementation Plan, including stakeholder meetings, surveys, and public outreach conducted throughout 2025.

BUDGET / STAFF IMPACT: Staff would pursue the maximum grant award of \$20,000, with a required local match of \$5,000, for a combined project total of \$25,000. This request complements the Town Council's FY 2026 Capital Improvement Fund allocation of \$70,000 for wayfinding improvements. The Economic Development department is prepared to facilitate grant administration and coordinate initial implementation efforts.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED: This work aligns with the Town's Strategic Plan objectives to Stimulate Economic Vitality and Development and Attract Visitors, as well as implementation actions identified in the 2023 Economic Development Plan.

RECOMMENDED ACTION OR PROPOSED MOTION: A motion to approve Resolution 04, Series 2026, "A Resolution of the Town Council of the Town of Eagle, Colorado Supporting an Application to the Colorado Tourism Office for Wayfinding Implementation"

ATTACHMENTS:

1. Resolution 06, Series 2025
2. ([LINK](#)) Tourism Management Grant Information Page

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 04
(Series of 2026)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO
SUPPORTING AN APPLICATION TO THE COLORADO TOURISM OFFICE FOR
WAYFINDING IMPLEMENTATION

WHEREAS, major objectives from the 2020 Strategic Plan include stimulating economic vitality and development, and attracting visitors; and

WHEREAS, in 2025 the Town of Eagle was awarded funding through the Colorado Tourism Office's Tourism Management Grant Program to complete a Wayfinding Study and Implementation Plan; and

WHEREAS, the Wayfinding Plan is designed to improve navigation for residents and visitors, strengthen community identity, and support local economic activity through a cohesive, town-wide signage system; and

WHEREAS, the Town plans to apply for the Colorado Tourism Office's Tourism Management Grant Program to support first-phase implementation of the Town's Wayfinding Plan; and

WHEREAS, the application for the Tourism Management Grant Program is due January 22, 2026.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO AS FOLLOWS:

Section 1. The Town Council hereby supports an application to the Tourism Management Grant Program for funding to advance the implementation of the Town of Eagle Wayfinding Plan.

INTRODUCED, READ, PASSED AND ADOPTED ON JANUARY 13, 2026.

TOWN OF EAGLE, COLORADO

Bryan Woods, Mayor

ATTEST:

Melissa Daruna, Acting Town Clerk



To: Mayor and Town Council
From: Melissa Daruna, Interim Town Manager
Date: January 13, 2026
Re: Town Manager Report

Administration and Organization Updates

Town Manager Transition

In December we celebrated Larry's retirement from the Town of Eagle. We are grateful for his leadership and dedication to our organization and community and hope he is enjoying his first few weeks of retirement!

With the transition, I have been honored to step into the role as Interim. Knowing that changes in leadership can often bring a sense of unsteadiness to staff, I have primarily focused on being available to answer questions, checking in with individual teams, meeting with department leadership and setting the stage for this next chapter at the organization. Welcoming new Council Members has also been a wonderful opportunity to encourage staff to focus on our next steps and incorporate new energy into our day-to-day service.

Open Positions & Coverage

In December we also said farewell to Community Development Director Peyton Heitzman. We are sad to see her leave but very excited for her to take on her new role at the County. Peyton's leadership and strong focus on the culture and wellbeing of the Community Development Department will have a lasting impact.

We are incredibly grateful to have Kyle Brotherton on the team, who has agreed to serve as Interim Community Development Director while we conduct a search to officially fill the role.

Also in Community Development, we continue our search for a Building Official. We will be reposting and pushing the opportunity out to a broader network in January, in addition to conducting interviews with current applicants.

Our Senior Accountant, Kelly Huitt, left the Town for another opportunity in the area in December as well. We are so grateful for Kelly's dedication to the Town and wish her the best in her new role. Rachel and the Finance team acted quickly to bring in contracted temporary assistance for certain finance tasks. Now, with Jill back from maternity leave, the department will reassess roles and tasks to determine the best staffing structure moving forward.

Our amazing Town Clerk, Camille Deering is due back from maternity leave later this month. We are so fortunate to have assistance from Nikki Davis and Gram Dick during her leave. They have kept meetings running smoothly, public postings up to date and business licenses moving along.

We remain understaffed in Public Works and will be working hard in the new year to push those opportunities and hopefully fill critical roles in our field staff. We are very fortunate to have such a dedicated team across Public Works who can keep the department and service to the community moving forward.

Council Onboarding

We are thrilled to have welcomed our new Council and Mayor on December 9th. Stay tuned more details on additional onboarding information and organizational work sessions as we ring in the new year.

I will be working closely with Mayor Woods, Richard, CIRSA and CML to bring additional training opportunities to the Council as well. Our first one of 2026 will be with Nick Cotton-Baez from CIRSA on January 27th from 4 – 5:30 p.m.

Strategic Planning

With the conclusion of the last five-year strategic plan at the end of 2025 and the election and appointment of new Council members, we are primed to develop our next five-year strategic plan and establish a strong vision for the future of Eagle. In the packet for the January 13th Town Council Meeting there are two proposals for Strategic Planning consultants for Council to consider. Both consultants are ready to begin working in February with the intention of conducting a two-day strategic planning retreat in March. Our goal is to have a final strategic plan for adoption by June.

Special Projects

Over the last month a number of special projects have been brought to staff's attention. While these projects bring great community connection and benefit, it is critical that Council provide clear direction on which are top priorities so we can allocate staff time and resources accordingly. I strongly encourage Council to bring project ideas to Mayor Woods and me as well as to the rest of the Council during the Council Discussion portion of meetings. This will allow us to ensure the entire Council is in support of moving forward on a project and allocating time and resources to it. Below are some updates on current or upcoming (revisited) projects:

Pickleball by Town Park

Eagle County is finishing up their geothermal project adjacent to Town Park. As part of their wrap up, they will be replacing the former turf area with other amenities and water-wise landscaping. One concept they are exploring is including pickleball courts. The County is interested in the Town's perspective on this. Staff have expressed general support for more community assets near the park but noted that strong community engagement in this plan is necessary as the site is adjacent to residences. The County is also in discussions with Mountain Recreation about the plan. I welcome any feedback Council has on the idea so I can share it with County Manager Shroll.

Eagle River Park

The Eagle River Park Coalition was seeking support for a Great Outdoors Colorado (GOCO) grant application this month. I was able to connect with our GOCO grant officer and explain the project idea: seeking approximately \$125,000 in grant funds to establish a plan for a new/renovated wave feature at the start of the whitewater park. Unfortunately, the proposal did not sound competitive for this grant round, but GOCO was able to provide additional grant resources and recommendations for making a future application more competitive. As a reminder, GOCO has recently funded projects at the Haymaker Trailhead including the Eagle Bike Park, upgrades to the BMX track, the planning and design for the Eagle Skate Park, and the rebuild of the Eagle Pool. GOCO also provided funding for the initial construction of the Eagle River Park.

Staff is eager to get Council's perspective on prioritizing additional planning and construction of features at the Eagle River Park. While the Eagle River Park Coalition is extremely knowledgeable, dedicated and coordinated, they will need staff time and support to move grants forward. Additionally, in the 2024 community survey, additional investments in the River Park ranked quite low. As a result, the River Park is not a top priority for staff's workflow this year. Staff can certainly reprioritize, however, based on Council's direction.

Senior Light / Street Pole Banners

Eagle Valley High School and the Town of Gypsum are looking for creative, community-focused opportunities to celebrate graduating seniors with a personalized light/street pole banner. The Town of Gypsum is working to coordinate the poles near the High School and throughout Gypsum. The High School is also interested in involving the Town of Eagle. The program would allow families to purchase a banner for their senior, which would include their photo, to be displayed in the spring, during graduation season. Once the banners are taken down the families get to keep them.

Funding for the project would come from the student families, the school and the respective Town where the

poles are located. Staff did some preliminary work to determine which poles in Eagle could be used for this project, as well as created some estimates for necessary hardware we would need to purchase. The estimated total for the Town to participate in the project, excluding staff time, is about \$5,500 and could support the 84 seniors from Eagle. The Town does not have allocated resources for this project in 2026, but staff are open to reallocating resources based on Council’s direction.

East Eagle & North Broadway

Staff continue to be involved in discussions around the future sale, development or visions for East Eagle and North Broadway (the parcels along the Eagle River just north of downtown and across from the Eagle River Park). These conversations continue to evolve based on the desires of prospective developers, the needs of the landowners, and interest of the community. Over the last few years, staff have spent many hours working on these potential projects. As we head into new and continued discussions, I am eager to get Council’s perspective on these sites and the potential projects in our strategic planning sessions so we can allocate time and resources according to priorities.

Community Partner Updates

The Town, through various staff and departments, maintains strong relationships with community partners in the government, nonprofit and private sector. When we have important updates on those relationships or the work our partners are doing, I will provide it here.

Mountain Recreation

In 2026, Mountain Recreation will embark on its first comprehensive plan. They have asked me to serve on the advisory committee for the plan. The project will include evaluating current services as well as the feasibility of future services, facilities and programs. This planning effort will be a great opportunity for the Town to also gauge the community’s interests and needs for recreation.

Rodeo Rink & Vail Yeti

The Town has been working with the Eagle Chamber and local businesses to help drive visitors to the Rodeo Rink and the Yeti hockey games into to Town. We aim to gather sales tax and mobility data for the winter months to better understand the economic impact. Additionally, staff continue to be in touch with Mountain Recreation and the County about the future of the Rodeo Rink once Dobson Ice Arena reopens.

Eagle County – Land Use Code Rewrite

As you may know, Eagle County is working through their own version of ReCode by updating their land use code. The project is being led mostly by the County Attorney’s office and staff have been tracking major updates. We will bring any necessary updates to the Council in the future.

Regional Housing Planning & Multijurisdictional Housing Authority

Eagle County has been working with partners across the valley to coordinate the State-required regional housing assessment and planning initiatives. Additionally, the County and the Town of Avon have been spearheading discussions and community engagement around the potential for a multijurisdictional housing authority. The representatives for these projects are eager to provide Council more details and will be scheduled to present at a Council meeting in the coming months.

Please let me know if there are other partners or projects you would like to hear about.

WORK SESSIONS

To help the Town Council stay informed about upcoming work sessions, the following table outlines topics to be discussed over the next several months. Preparing in advance is helpful, as it allows for effective planning and execution of a work session. Staff will maintain this table in the report and make any necessary adjustments. The topics are subject to change:

WORK SESSIONS in 2026:

Date	Topic
<i>January 6</i>	<i>WUI Code Updates</i>
February 3, 2026	Town of Eagle Organization & Operations
March 3, 2026	Advisory Committees & Community Partners
April 7, 2026	Long-Range Planning
May 5, 2026	TBD
June 2, 2026	TBD
July 7, 2026	TBD
August 4, 2026	TBD
September 1, 2026	TBD – Budget Tentative
October 6, 2026	TBD – Budget Tentative
November 3, 2026	TBD
December 1, 2026	TBD



To: Mayor and Town Council
From: Melissa Daruna, Interim Town Manager, and Department Leads
Date: January 13, 2025
Re: Department Updates for December 2025

December 2025

ASSISTANT TOWN MANAGER

STAFF AND DEPARTMENT SUPPORT:

In December Melissa coordinated the transition with Larry's retirement, met with department leadership, and continued to fill in for staff out on leave. Melissa coordinated the send-off for outgoing Council Members, the welcome and training of newly elected Council Members and began council onboarding. She also coordinated the Council vacancy posting and applicants.

- Continued work on transition planning for the Town Manager position.
- Provided personnel support for staff and HR, including ongoing support while staff was on medical leave.
- Continued to provide support as Acting Town Clerk with immense support from Nikki Davis and Gram Dick.
- Coordinated new Council swearing in, onboarding and training.
- Coordinated farewell for outgoing council members and Town Manager.

ECONOMIC DEVELOPMENT

December 2025

Economic Vitality Committee (EVC)

- Members of staff and the EVC held our year-end meeting at The Collective on Second, followed by a social hour for merriment and team building.
- A tremendous thank you to the talented and dedicated members of the EVC for their guidance and expertise in developing the *(NOW LIVE)* town-wide [Business Advancement Program](#)!

Downtown Development Authority (DDA)

- The board interviewed two applicants to fill a vacancy. The applicants were Keith Carrieri with Inner Light Juice and Brian Burgess with Vail Valley Wellness.
- A recommendation will be made to Town Council on January 13 with the intention of seating the new member at the DDA's January 20 meeting.



- Downtown Eagle Project Investment Program – Another project closeout reminder was sent to the 2025 grantees encouraging businesses to wrap up their initiatives and file for reimbursement if they are ready. Grantees must file by February 1 and demonstrate project completion by February 28.

HOUSING

December 2025

- Staff met Eagle County Housing to discuss the following:
 - Modifying the scope of services under the Town’s Intergovernmental Agreement (IGA) with The Valley Home Store, as the agreement enters its final year of renewal, and as currently defined in the existing terms. More specifically, staff shared that we are taking the initial steps to bring the Local Employee Residency Program (LERP) management in-house through a multi-year, phased approach, including leveraging Community Development’s upcoming software upgrade.
 - Scheduling a future presentation to Town Council on the [Regional Housing Solutions](#) planning effort. Staff shared that presentations from advisory groups, partner agencies, and neighboring jurisdictions are anticipated in late February or early March, following a staff-led ‘Town of Eagle 101’ work session on February 3.

SUSTAINABILITY

December 2025

Staff worked throughout the month to finalize data verification in our energy management system, taking a close look to ensure accuracy of all energy and transportation data for the last 5 years. Data will be entered into our upcoming GHG inventory for town operations, so we will have a clear picture of our progress since the setting of our net zero goals in 2021.

Community Development and Sustainability met with Lotus Engineering & Sustainability to provide direction for our EEOP (exterior energy offset program) training, to ensure we can best serve our residents by providing clear explanations of the program, how to use the calculator, and how the program supports our goals.

The compost project continues. Shawn Bruckman with Pedogenic Solutions, LLC has completed the baseline data gathering effort to determine how many residents are using their curbside compost bins, common barriers to participation, and success stories. These will be debriefed with town staff and incorporated into a social norming effort in the spring. Stay tuned for more data to support improved waste diversion in town. The updated contract with Vail Honeywagon has been executed. Staff will continue to work with Council and Vail Honeywagon to incorporate future contract amendments when necessary, based on project results.

Resource Central published their annual report. This version includes Eagle-specific data, as we participated in their Garden in a Box program. This program provides ready-to-plant waterwise perennials to help reduce resident water use and to promote climate-appropriate plants that can survive better in Eagle’s climate. [Check it out here.](#)

This year, the Green Team decided to partner with Public Works to plant a tree in a sustainability champion’s honor each year. This will help us generate sustainability engagement among staff and maintain our Tree City USA recognition. The 2025 Sustainability Champion was Spencer Brown, recognized for his efforts to get around town sustainably, limit waste by using reusable products, and for constantly encouraging his team to embody our net zero goals and celebrating them along the way.

SPECIAL EVENTS

December 2025

- The town produced the annual Christmas on Broadway, which featured the Jingle Jog, Wassail Fest, Santa's Igloo and Parade. Special thanks to our community partners; Eagle County, Town of Avon, Valley-wide first responders, Santa, Denise Cardoza, and volunteers. This year we rerouted the direction of the parade traveling from South to North. Feedback from the new direction was positive. Opportunities for next year:
 - Begin the Jingle Jog later in the day for less impact on businesses.
 - Holiday Art Market would be more impactful if was included in Saturday's events.
- Judging for the town's Holiday Lighting Contest took place on December 17. Winners for Most Creative, Most Classical, Most Clark Griswold, and Kid's Choice.
- Town liaison for December events: WassailFest, Holiday Art Market, Jingle Jog, St. Mary's Our Lady of Guadalupe
- Event preparation for January events: 12th Night Christmas Tree Burning and Discos on Ice.
- December MEAC meeting included a presentation by Brian Kunkel (2nd Street Tavern). Brian provided a 5-page document on ways MEAC and local businesses can build synergy and boost ROI from events and marketing.
- MEAC discussed ways the Town could help drive visitation from the Rodeo Rink and Vail Yeti Hockey games.
- Kaleidoscope Productions provided the lighting orbs to display on Town Hall.
- Ashley and I were guests on KZYR's Last DJ to promote the town and DISCOVER EAGLE.
- Weekly meetings with Ashley LaFleur, Communications Specialist. Discussions on promoting DISCOVER EAGLE and free WIFI at the Rodeo Rink compliments of Eagle Broadband.
- Helped coordinate Larry's going-away Pardee.
- Coordinated meeting with Chad Milam and Kevin Aoki to help with marketing and branding ideas for Eagle Broadband.
- Marketing responsibilities include; updates to eagleoutside.com, Hwy 6 sign, and Instagram. Town's IG account has over 4,000 followers with 11k views in the last 30 days.
- Employee Engagement: Planned Town of Eagle's Employee Holiday Party.



COMMUNICATIONS

- Social media posts in English and Spanish;
 - Town of Eagle Open Space and Trails Seasonal Closures

- Public Works Installing Decorations (FB Story)
- Jingle Jog 5k
- Holiday Lighting Contest
- Christmas on Broadway
- WassailFest
- Dec 9. Town Council Meeting
- Standing Ovation for outgoing council (FB Story)
- New Council swearing-in (FB Story)
- Holiday Art Market
- Wayfinding Plan: Final Design Community Survey
- Town Council vacancy
- Curbside composting project off to an amazing start
- Christmas on Broadway recap
- Old Town Hall Begins a New Chapter
- Eagle to Roll Out \$120,000 Business Advancement Program
- Town Adopts Affordable Housing Accelerator Project
- Celebrate Sustainably: Holiday Recycling & Composting Tips
- Holiday Closures: What to Know About Closures & Trash Pickup (Christmas & New Year's)
- Holiday Lighting Contest Thank You
- Community Development Director Embarks on New Regional Role
- Christmas Tree Burning
- Importance of Trees
- Composting Testimonial from community member
- Public Restroom Closure at Town Park

- Emails sent to staff when we post to social media
- Farewell to outgoing Town Council Members
- Farewell to Town Manager
- Coordinating photos of new council members
- Updates to townofeagle.org and Hwy 6 sign
- Updates to Eagle Airport digital sign
- Rodeo Rink wifi meetings
- Holiday Closure information in English/Spanish for Town Hall
- Produced Code Amendment Documents
- Produced Eagle Today Newsletter
- Last DJ on KZYR

INNOVATION TECHNOLOGY

December 2025

Projects:

- Town of Eagle Public WiFi now available at the Rodeo Ice Rink
- Audits of Town phone systems to move to use telecom wholesaler. Implementation begins in January and likely to continue through April. Moving to a wholesaler consolidates telecom spend across multiple carriers into a

single contract and bill, reducing total cost, vendor risk, and service disruption exposure while lowering internal operational overhead.

Broadband update:

- 40 business/government subscribers, 127 residential subscribers, 5 new signups in December
- Broadband revenue generated last month: \$12,135.04

Technical Operations:

Onboarding report:

- Council Members - Gina McCrackin, Scott Schreiner, Casey Glowacki (plus new laptops for Grimmer, Woods, and Woodworth-Foral)

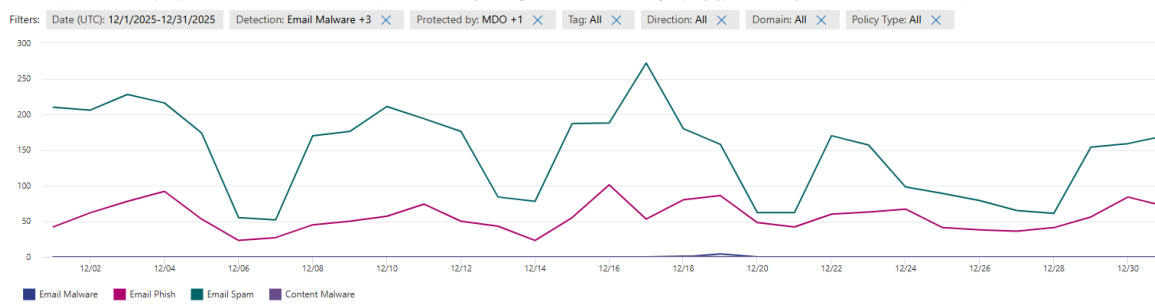
Staff Training:

- 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](#)



FINANCE DEPARTMENT

December 2025

Administration / Financial

- **Paycom**
 - We are continuing to troubleshoot the implementation process and have made significant efficiency improvements. There are some open items with Paycom that still need to be resolved, but overall, the system is working as planned.
 - TOE paid annual holiday bonuses to staff through Paycom in December.
 - 2026 insurance benefits are in the process of being loaded to Paycom and validated for the 1/16/26 payroll.
- **2026 Budget**
 - Important Council Dates
 - ♣ 1/31: Certified Copy of Adopted Budget filed with the State.

- ♣ 1/31: Public Budget Book available on TOE website.
- ♣ The 2026 Supplemental Budget process will start in May.

- **2025 Audit**

- o Our auditor, Roger Maggard, has retired from Maggard & Hood, and our 2025 audit will be transitioned to his partner Joe Hood. We sincerely appreciate the care, dedication, and expertise that Roger has shown the Town over the years. This switch will give us “fresh eyes” on our audit, and we’re looking forward to working with Joe.

- **Pool Financing**

- o Certificate of Participation (COP) funds for the pool project are being held in a separate Town of Eagle account specifically for the pool financing. We have completed fifteen total project expense draws, totaling \$8,824,351. Including interest earned on the account, the current remaining debt proceeds are \$231,105.
- o Reconciliation meeting scheduled for 1/15 with Mountain Rec.

- **Debt Service**

- o Completed annual 2025 Lease Purchase Agreement Exhibit D filing.

- **Internal Water Fund Loan to Broadband**

- o No transfers have occurred to date.

- **Short Term Rentals (STRs)**

- o STR Active Permits: 25
- o STR New Permits from Prior Period: 0
- o STR Closed Permits since Prior Period: 0
- o STR Permits in Process: 0
- o Revenue Collection:
 - ♣ Nov 2025: \$1,869 (*compared to 2024: \$1,358, 38% increase YOY*)
 - ♣ YTD 2025: \$26,170 (*compared to 2024 YTD: \$21,574, 21% increase YOY*)

- **Training Attended**

- o GFOA Budget Communication Training (Rachel)
- o CPA Academy Ethics Training (Rachel)
- o CGFOA Annual GAAP Update (Rachel)
- o Tyler Tech Utility Billing Software Demo (Rachel, Mark, and Carla)

- **Other Activities**

- o Processed all budgeted interfund transfers.
- o Completed year-end cash allocations between funds.
- o Notified Holy Cross Energy of 2025 Community Enhancement Funds spent.
- o Completed 2026 Pinnacol Workers Compensation insurance renewal.

Accounts Payable

Jill Kane returned from maternity leave on Tuesday, January 6th. We are thrilled to have her back! We are continuing to contract with Robert Half to provide temporary, part-time support to manage Accounts Payable through Tuwela Moore.

The Finance Team will reassess our structure now that Jill has returned to determine capacity and identify any gaps to be filled.

ACCOUNTS PAYABLE: INVOICES PAID								
MONTH	2020	2021	2022	2023	2024	2025	VARIANCE FROM PY	
JANUARY	205	230	249	285	280	307	27	10%
FEBRUARY	237	217	254	212	278	306	28	10%
MARCH	234	247	243	264	390	293	(97)	-25%
APRIL	137	214	331	259	300	407	107	36%
MAY	162	260	269	388	314	331	17	5%
JUNE	221	400	398	290	309	290	(19)	-6%
JULY	314	239	329	310	386	325	(61)	-16%
AUGUST	241	243	255	312	470	309	(161)	-34%
SEPTEMBER	92	218	222	330	344	342	(2)	-1%
OCTOBER	371	234	301	304	349	458	109	31%
NOVEMBER	244	299	363	273	215	296	81	38%
DECEMBER	286	245	258	286	354	414	60	17%
TOTAL YTD	2,744	3,046	3,472	3,513	3,989	4,078	89	2%
Annual % Change	-20.88%	11.01%	13.99%	1.18%	13.55%	2.23%		

Utilities

- Property Transfers: 2 (YTD: 118)
- New Accounts Set Up: 0 (YTD: 25)
- Utility Red Tags: 13, 257 total in 2025 (2025 Monthly Average: 21)
- Water Shut Offs: 0, 4 total in 2025 (2025 Monthly Average: 0.3)
- **Customer Request – ADU Sewer Rates**
 - We received the following written request from Mary Liebl and Steve Greve: *“I am writing to request that the Town of Eagle refrain from charging an added monthly sewage charge for our auxiliary dwelling unit at 0250 Tanager Circle for the following reasons. First, we built out our basement auxiliary unit in 2012 long before the county started funding people in order to provide housing for locals. Secondly, we have provided housing for local workers since its completion. We are doing our due diligence to help essential workers have a place to live and would greatly appreciate your consideration to take off the extra monthly sewage charge.”*
 - Under current TOE process, an ADU is set to be charged as an additional 0.20 units to the customer’s base 1.0 unit for a total unit charge of 1.20. This results in an increased customer sewer fee from \$69.51 to \$83.41 monthly, or \$166.80 annually in 2025. We currently have 136 ADUs with this additional unit charge, resulting in additional income to the Town of \$22,685 annually in 2025.
 - Starting in 2026, the sewer rate is increasing from \$69.51 to \$71.60 per unit, based on our 3% standard increase schedule as approved by Council and based on the Town’s rate study. The ADU monthly rate will increase from \$83.41 to \$85.92.
 - Because our current sewer billing structure is solely based on units and does not capture usage, Staff do not recommend changing the billing process, because the additional dwelling unit would then not be contributing revenue to our Wastewater Fund. A true separate dwelling would be charged the 1.0 unit rate, so the ADU is receiving a significant discount.
 - As a reminder, our Wastewater Fund has over \$8 million in planned capital projects from 2027-2030 against a projected year-end 2026 fund balance of \$2,289,758. We will likely need to issue debt in the next two years in order to accomplish these planned projects. Staff recommend that we maintain all current revenue sources so that we can reduce the amount of debt that must be issued.
 - In the past, Council has considered broader goals for ADUs when setting rates and may wish to consider those broader goals here. If Council wishes us to prepare a formal resolution to amend the fee structure, please let Staff know.
- **Water Usage and Budget vs. Actual**

Water usage is down (16%) compared to the prior five-year average for December. Water restrictions were implemented in August. YTD 2025 is down (1%) compared to the prior five-year average for the same period.

Revenue from water sales currently stands at 102% of the annual budget for in-town sales (versus 101% prior YTD) and 108% of the annual budget for out-of-town sales (versus 98% at prior YTD). Although water rates increased by 3% in 2025, the Town budgeted for only a 1.25% increase in fee collections, due to sales being dependent on usage.

Water Usage (In Thousands)									
MONTH	2020	2021	2022	2023	2024	PRIOR 5 YR AVG	2025	CHANGE OVER AVERAGE	
JANUARY	17,925	16,564	16,602	15,660	15,813	16,513	17,900	1,387	8%
FEBRUARY	15,981	15,538	14,503	18,016	16,630	16,134	15,400	(734)	-5%
MARCH	15,501	16,099	16,436	13,615	14,814	15,293	14,403	(890)	-6%
APRIL	15,578	17,443	14,988	15,071	16,935	16,003	16,595	592	4%
MAY	34,006	23,775	24,859	17,773	18,715	23,826	26,994	3,168	13%
JUNE	61,463	60,403	51,373	42,130	48,409	52,756	49,898	(2,858)	-5%
JULY	59,749	54,926	54,700	56,705	52,778	55,772	64,513	8,741	16%
AUGUST	68,047	58,490	54,510	61,978	52,501	59,105	60,723	1,618	3%
SEPTEMBER	58,173	57,272	56,490	48,778	45,961	53,335	46,816	(6,519)	-12%
OCTOBER	31,460	28,172	28,272	29,872	32,556	30,066	25,910	(4,156)	-14%
NOVEMBER	16,197	16,892	14,246	15,838	15,916	15,818	13,997	(1,821)	-12%
DECEMBER	16,272	13,871	14,847	15,838	13,576	14,881	12,475	(2,406)	-16%
TOTAL YTD	410,352	379,445	361,826	351,274	344,604	369,500	365,624	(3,876)	-1%

Town Council Department Budget to Actual (Year-End)

TOWN OF EAGLE EXPENDITURES WITH COMPARISON TO BUDGET FOR THE 12 MONTHS ENDING DECEMBER 31, 2025					
GENERAL FUND					
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TOWN COUNCIL</u>					
10-49-110 SALARIES & WAGES	.00	44,000.00	45,800.00	1,800.00	98.5
10-49-141 UNEMPLOYMENT INSURANCE	.00	6.04	.00	(6.04)	.0
10-49-142 WORKERS COMPENSATION	.00	68.56	36.00	(30.56)	184.9
10-49-143 HEALTH & INSURANCE BENEFITS	.00	.00	168.00	168.00	.0
10-49-144 FICA - EMPLOYER'S	.00	3,388.01	3,488.00	121.99	98.5
10-49-225 UNIFORMS	.00	.00	500.00	500.00	.0
10-49-320 LEGAL NOTICES	.00	.00	500.00	500.00	.0
10-49-347 PROFESSIONAL SERVICES	.00	.00	7,000.00	7,000.00	.0
10-49-351 LEGAL - GENERAL	.00	2,889.40	.00	(2,889.40)	.0
10-49-371 TRAVEL EXPENSE	.00	1,033.80	5,170.00	4,136.20	20.0
10-49-372 MEETING EXPENSE	.00	1,849.73	5,500.00	3,650.27	33.6
10-49-380 TUITION & BOOKS	.00	1,021.90	4,000.00	2,978.10	25.6
10-49-450 SPECIAL COUNCIL FUNDING	.00	.00	5,000.00	5,000.00	.0
10-49-510 INSURANCE	.00	204.33	205.00	.67	99.7
10-49-915 COMMUNITY REQUESTS	.00	42,148.00	50,000.00	7,852.00	84.3
TOTAL TOWN COUNCIL	.00	98,385.77	127,167.00	30,781.23	75.8

HUMAN RESOURCES

December 2025

Paycom HRIS (Human Resource Information System):

- A primary HR's focus has been on this new system. Go-live date occurred 10/18, pay date of 10/31, 5 payrolls processed, still working out back-end details on implementation, started implementation of 2026 benefits elections, recruitment and onboarding. The system is already saving time, accuracy and efficiency.

Recruitment – 2026 starts with 7 open positions, 4 seasonal positions will be added.

- For 2025 the town had 31 total positions filled -including 5 Seasonal rehires.
- 2026 Active Recruitment, 2 open positions
 - Building Official – interview scheduled for 1/20/26
 - Community Development Director – creating posting
- Positions on Hold (5 on hold):
 - 2 Street Maintenance Techs, on hold per department
 - Buildings and Grounds Tech, on hold per department
 - Water Operator – on hold per department
 - Project Engineer – on hold per department

Safety & Risk Management

- 4 Work Comp claims open
- 13 CIRSA-GL-Property Damage total claims worked on this for 2025, 10 CIRSA GL-Property Damage Claims open

Other:

- Training for new HR Generalist
- Town selected (2) Employees of the Year, Kevin Aoki and Ryan Goebel, IT department
- Processing Benefits Open Enrollment changes in Paycom, conducting audits on premiums
- Performance Evaluations Merit Increase calculations initiated, finalizing early January to be paid on check date 1/30/2026
- Finalized NEW Disability Carrier contracts, saving the town \$5,869.58 in premiums

COMMUNITY DEVELOPMENT

December 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. When this revised chapter has been completed and adopted it will be a significant step towards a land use code that is process light and standards heavy – next steps would entail beefing up standards to better support the Comprehensive Plan and the lighter processes.

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.
- Staff and experts from the Eagle County Wildfire Collaborative and Headwaters Economics presented this Code process at a joint work session on January 6. Staff is working through comments and direction provided by the Planning Commission and Town Council.
 - The Collaborative will continue to assist Eagle staff by meeting with HOAs and other communities to promote a countywide approach to WUI.

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, likely early January.

1215 Chambers Avenue

- Applications for a lot line adjustment and a Major Development Permit.
- Referral comments have been sent to applicant, waiting for applicant to resubmit.

Henry Annexation

- Annexation and rezoning were approved at the December 9 Town Council meeting; minor subdivision into three lots currently in review (administrative decision).

New Electric, 629 Sawatch Road – Minor Development Permit

- Applicant has resubmitted and is currently under review.

301 Broadway – Minor Development Permit

- Applicant resubmitted, application is out on referral with second round of referral comments due February 10th.

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

- Applicant has resubmitted and staff is working through the second round of review and referrals.

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, application deemed incomplete.

291 Eby Creek Road – Minor Development Permit

- Application materials have been submitted and are out for review; referral comments due February 27.

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

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

NOTABLE UPDATES

- Software: Staff have selected a software solution and anticipate bringing a resolution to Council for approval prior to finalizing the vendor agreement.

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. There were no pre-application meetings in December.
- 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.

UPCOMING ANTICIPATED APPLICATIONS

- 894 Chambers – Variance
- 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
- Rocky Mountain Land Use Institute Conference (RMLUI) – March 4-6 – tentative.
- GIS Conference / Training
- APA Colorado Conference

MAJOR CONSTRUCTION PROJECTS

Business Name	Location	Status
Hockett Gulch Phase II	16186 Hwy 6	Building permits issued for all buildings – one hot tub permit under review for new clubhouse

Haymeadow	91 Mountain Hope Circle	Building permit issued for 6 single family – 1 Single family in review – 1 SF fees waiting – 3 Townhouses w/ 1 postponed till spring and 2 permits issued
Habitat for Humanity	3 rd Street	TCOs complete – looking for CO's
Eagle County BMX	1700 Bull Pasture Rd	Permits expired?
1200 Capitol Project	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
Inspections (n/i Planning, Public Works)	1,885	1944	1742 E.O.Y
Permits Processed	411	334	425 E.O.Y

P&Z and Council Meeting Schedule

December 2025
December 2 nd (Planning Commission) cancelled
December 9 th (Town Council) - Presentation for Eagle County Wildfire Collaborative - LUDC25-06 Misc. #2 Amendment to the Land Use and Development Code - 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.
December 16 th (Planning Commission) Dinner
December 23 rd (Town Council) - cancelled
January 2026
January 6 th (Town Council Work Session) - WUI Code - Height Projection Clarification
January 6 th (Planning Commission) - canceled
January 13 th (Town Council)
January 20 th (Planning Commission) Discussion Topic: WUI Follow-up
January 27 th (Town Council)
February 2026
February 3 rd (Town Council Work Session) ToE 101
February 3 rd (Planning Commission) DR25-07 Mountain Tots
February 10 th (Town Council)
February 17 th (Planning Commission) LUDC26-01 Misc. Code Amendments

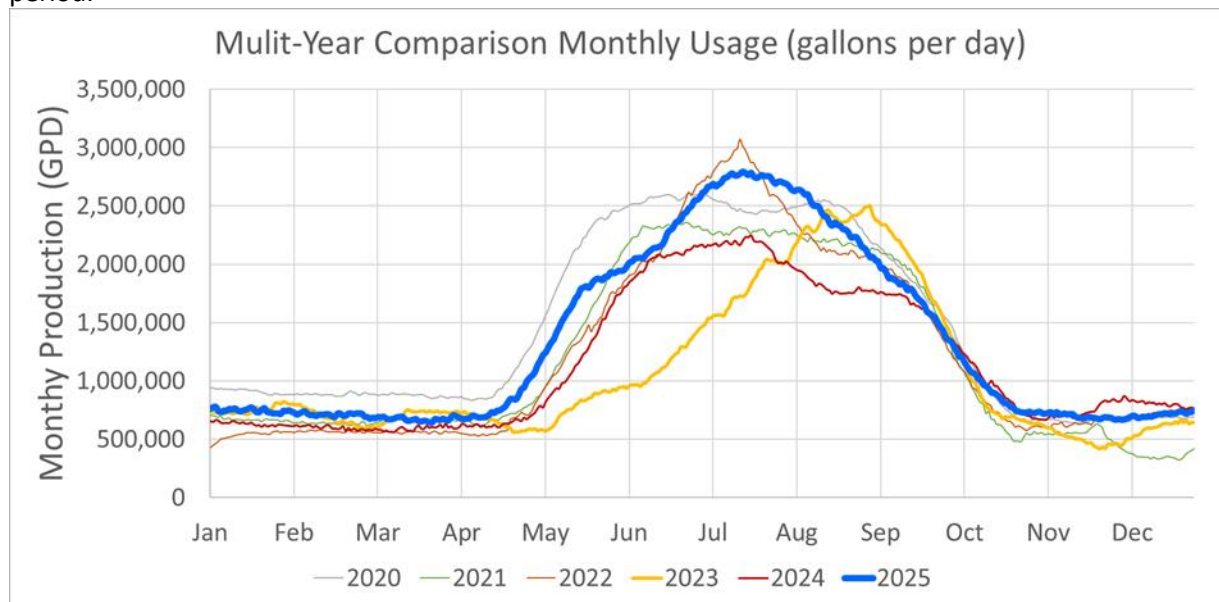
February 24 th (Town Council)
• DR25-07 Mountain Tots – tentative • LUDC26-01 Misc. Code Amendments
March 2026
March 3 rd (Town Council Work Session)
• Committees
March 3 rd (Planning Commission)
• LUDC26-02 WUI / Turf Amendments • Resolution – WUI Map
March 10 th (Town Council)
• Ordinance – Adoption of WUI 7A into Title 13
March 17 th (Planning Commission)
•
March 24 th (Town Council)
• LUDC26-02 WUI / Turf Amendments • Resolution – WUI Map • Ordinance – Adoption of WUI 7A into Title 13

PUBLIC WORKS

December 2025

Water (Stephan Wilson, Utilities Manager)

- **Potable Water Production:** Through the New Years and Christmas holidays weekly water production has increased from 0.7 to 0.75 million gallons per day (MGD). The small holiday spike in peak production for December 2025 was identical to 2024 and reflects a small increase in Eagle's usage during the winter holiday period.



Brush Creek is currently flowing between 20 and 25 CFS through Town (11 to 15 MGD).

- **Lower Eby Creek Booster Pump Station Replacement:** Work is currently being completed on site for yard piping for the foundation of the new pump station. Forming for the new foundation is scheduled for the second week of 2026. The new booster pump station is scheduled for a January delivery to ensure there is adequate time for the foundation to be constructed. Additional yard piping and work within the roadway will need to occur in

Q1/Q2 of 2026.



- **Cemetery Tank:** The contractor (Phoenix) completed the installation of the tank roof skeleton and the first two tiers of the new tank wall. The specialized equipment needed to complete the remainder of the tank wall is available the second week of January 2026. The tank shell is scheduled for construction for the first 3 weeks of January 2026.



- **Brush Creek Transmission Main Replacement:** Potholing at the north end of the alignment is indicated that there is likely an additional 825 linear feet (LF) of old piping that needs to be replaced and added into the project scope. Staff are currently working with the engineer, contractor, and Eagle County to secure additional easement area and a change order for the additional work. The contractor (Gould) completed the fusing of 5,000 LF of new 24-inch HDPE waterline from the Old Adam's Rib Ranch HQ to Hardscrabble Rd. Revegetation work has been in progress over the sections of pipe already constructed.

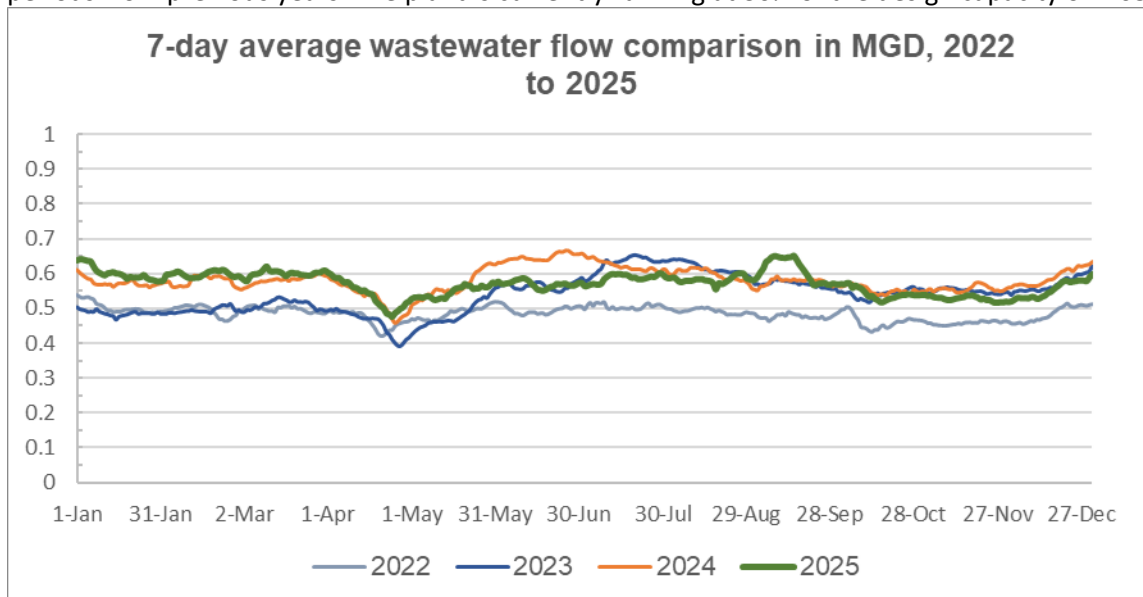




- East Eagle Tank: The 30% design package has been prepared and submitted to the Town for review. The CMAR documents – RFQ package have been prepared and submitted to the Town for review.

Wastewater (Stephan Wilson, Utilities Manager)

- Flows: Weekly wastewater flows have trended at 0.60 MGD for December, remaining identical to holiday break periods from previous years. The plant is currently running at 30% of the design capacity of 1.65 MGD.



- Wastewater Treatment Facility (WWTF) improvements: The wastewater improvement project is moving forward. Phase 1 of the design is progressing to the Guaranteed Maximum Price (GPM) proposal phase with a long lead time procurement package which includes equipment like blowers, pumps, and electrical equipment. Phase 2 will be for the new building that will house supplemental chemical feeds for Alum, carbon (Micro-C) and 30% sodium hydroxide (caustic soda) required for Total Inorganic Nitrogen (TIN) and Total Phosphorus (TP) removal is currently progressing to 90% design. Initial cost estimates have been received for Phase-1 and Phase-2.
- The Town received a second public notice for permit modification No. 1(v2). This Town is currently collaborating with the Division to resolve the existing modification requests and pending permit renewal.

Engineering (Ryan Johnson, Town Engineer)

December 2025

General Updates:

- Staffing: Dylan O'Malia has been promoted to Utility Engineer. One Engineer I/II Project Engineer position remains vacant at this time, and the hiring process will begin in January.
- Development review
 - Large Projects include:
 - Red Mtn Ranch Parcel 1
 - Haymeadow RMF 4 & 5
 - 446 Broadway
 - Capitol Flats
 - 301 Broadway
 - 629 Sawatch
- Public Works has developed an initial GIS system for the publicly owned utility systems.

Right of Way Permitting Summary :

- Active ROW Permits: 2

Public Improvements Developer Projects

- 263 Sawatch
 - Water main extension
- Haymeadow
 - Ouzel Lane Waterline.
 - SLR Extension and Sewer
 - Filing 2 Public Improvements
- Reserve at Hocket Gulch Phase 1B and 2
 - Water and sewer installation

Pavement Management

- 2025 Resurfacing Project- SLR resurfacing project is completed

Capital Improvement Projects

- Grand Avenue Corridor: The design team submitted a 60% design set for review by the Town. Technical and process meetings occur at regular intervals. Preliminary ROW lines have been received. There are several areas of conflict especially in comparison with the Devolution documents. Staff is investigating further with a Licensed Surveyor. The railroad wants to see the ROW plans before future design submittals. The railroad didn't deny the request for a roundabout at 5th Street, but it appears they prefer a signalized intersection. The public engagement process is complete.
- Capitol Street: Plans are completed to 90% design and are being reviewed by staff.
- Brush Creek Water Transmission Main & PRV: Gould Construction has begun the pipe installation. The project includes 5,600 LF of main water design and PRV upgrades. Pressure Reducing Values have been reduced from 3 to 2, saving the Town's long-term maintenance costs. Work started on September 15.
- Sylvan Lake Road: This project is complete. Additional time and effort is necessary to complete the CDOT paperwork for the grant reimbursement.

OPEN SPACE & TRAILS (Alex Smiley, Open Space and Trails Manager)

December 2025

OSRAC Update

In December, the Open Space & Recreation Advisory Committee discussed the following:

- Dog off-leash area fencing: Discussion focused on design details including fence height, dog containment, wildlife considerations, and amenities. The Committee generally supported a simple, open-space-appropriate approach rather than a fully built-out “dog park.”
- OSRAC roles and bylaws: The Committee reviewed its roles and bylaws to clarify advisory responsibilities, improve coordination with Town Council, and identify potential process improvements (e.g., standardized review checklists for future proposals).
- Looking ahead: A Chair election is scheduled for January, along with a future discussion on the Town’s Open Space e-bike policy.

Project Updates

- **Bus Stop Ski Racks**

- Three ski racks were constructed using leftover materials from the Brush Creek Playground rebuild.
- Town logos will be applied prior to installation.
- Racks will be deployed at the eastbound Grand Avenue stop, the 5th Street stop, and the Eby Creek Road stop.



- **America the Beautiful Grant – Implementation Update**

The National Fish & Wildlife Foundation awarded America the Beautiful grant funding to several West Slope agencies to support wildfire resiliency, weed removal, and habitat improvement projects.

- The Town of Eagle was awarded **\$15,000** to support weed control and reseeding efforts within strategic firebreaks around Town, specifically south of Eagle Ranch.
- Much of this work was completed in October using a Rocky Mountain Youth Corps crew, with remaining efforts expected to be finalized in Spring 2026.

As part of the grant requirements, staff developed a short public-facing write-up explaining the importance of firebreaks and weed management; this was shared via *Eagle Today*.

- ♣ Outreach messaging emphasized that firebreaks are not only wildfire mitigation tools, but also support ecological restoration by reducing tree density, improving sunlight and soil moisture, and allowing native grasses and wildflowers to recover.
- ♣ Wildlife benefits were highlighted, including increased forage opportunities for elk and deer and improved habitat diversity.

- ♣ Ongoing stewardship needs were underscored, including follow-up reseeding, weed management, and long-term maintenance to ensure project success.

Staff are working to expand the impact of this grant by coordinating with the Eagle County Conservation District to leverage additional funding for habitat improvement and weed reduction.

- ♣ Projects being considered for this funding include:
 - Degraded grassland restoration along the Crusher Fine Trail.
 - Reseeding of proposed thinning efforts in Eagle Ranch Open Space.

December 2025

STREETS (Kevin Fontana, PW Ops Manager)

- Tree trimming along Sylvan Lake Rd and on Broadway.
- Replaced parking signage along Nogal Rd.
- Lots of pothole repairs.
- High point Christmas decorations along Broadway and along Grand Avenue.
- Christmas on Broadway Street closure and management.

B&G (Kevin Fontana, PW Ops Manager)

December 2025

- TH RTU's
- Fire Pit at River Park signage replacement.
- Painted offices at TH.
- Made repairs to the 6x6 post at Town Park Restrooms. (Vandalized)
- Christmas on Broadway.

POLICE DEPARTMENT

December 2025

2025 December Calls for Service: 1,333
2025 Jan-Dec Calls for Service: 15,673

2024 December Calls for Service: 894
2024 Jan-Dec Calls for Service: 11,575

2025 Q4 STATS (OCT-DEC)	
Agency Assist -- 31	Juvenile/Family Incident -- 25
Assault -- 11	Missing/Recovered * Juvenile -- 0 Adult -- 4
Burglary -- 0	Motor Vehicle Crash/Assist -- 65
Burglary/Panic False Alarm -- 31	Narcotics -- 3
Child Abuse Investigations -- 5	Noise Complaint -- 9
Citizen Assist -- 91	Parking problem/violation -- 69
Civil -- 38	Parking assist/variance -- 24
Code/Ordinance Violation -- 104	Protection Order Violation -- 0
Community Oriented Policing -- 69	Sex Assault -- 0
Damage/Vandalism -- 14	Misconduct Investigations -- 0

Death -- 2	Sex Offender Check/Registration -- 4
Disturbance (Domestic or other) -- 40	SRO Related -- 78
Domestic/Livestock Animal Complaint (Not A.C.) -- 35	Welfare/Mental-health related -- 17
DUI/D -- 6	Suspicious Person/Vehicle/Occurrence -- 124
DUR -- 4	Theft -- 22
F or M Menace/Assault/Weapons -- 3	Trespassing -- 11
Fire/Medical Law Response -- 46	Warrant Arrest -- 4
Fraud -- 10	Wildlife Animal -- 15
Harassment -- 22	

DEPARTMENT ANNOUNCEMENTS:



January 9th is National Law Enforcement Day!

National Law Enforcement Appreciation Day is a day dedicated to recognizing and thanking law enforcement professionals who serve their communities every day.

The Eagle Police Department is proud to take this opportunity to acknowledge the officers and professional staff who work tirelessly to keep the Eagle community safe while building strong, trusting relationships with residents, businesses, and visitors. Their commitment to service, accountability, and community partnership is at the heart of the department's work.

National Law Enforcement Appreciation Day is also a time to recognize the families of law enforcement professionals, whose support plays an important role in public service, and to honor those across the country who have made the ultimate sacrifice in the line of duty.

The Eagle Police Department extends sincere appreciation to Town Council, Town leadership, and local agencies for their continued support. That partnership and collaboration are essential to effective policing and to serving the Eagle community well.

Thank you for taking a moment on January 9th to recognize and support the Eagle Police Department and law enforcement professionals everywhere.

Our Community ~ Your Police



New Board Member for Speak Up Reach Out!

We are excited to share that Chief Buhlman has been selected as a new Board Member for Speak Up Reach Out!

With nearly 19 years in law enforcement, Chief Buhlman has seen firsthand the toll this work can take on first responders, including the stress we carry, the trauma we absorb, and the moments we don't always talk about. Those experiences have shaped her deep commitment to wellness, support, and connection within the communities we serve.

Chief Buhlman is deeply passionate about supporting the mental health and well-being of first responders and their families. She believes in taking care of those who serve others must be a priority, not an afterthought. Within her department, she focuses on creating a culture where conversations about stress, trauma, and wellness are normal and where officers feel supported both on and off duty. She remains committed to strengthening mental health resources, reducing stigma, and expanding access to meaningful support for this Valley and the broader first responder community.

PARKING CHANGES TO NOGAL ROAD: New parking regulations are now in effect on Nogal Road to help reduce congestion and improve public works operations. These changes will allow our Public Works team to keep streets clear during snowstorms and perform street sweeping more efficiently, while giving you more flexibility.

What's New for Nogal Road?

- No Parking on Tuesdays and Thursdays, 8:00 AM–4:00 PM
- This applies only to the north side of Nogal Road
- You now have three additional days each week to park there

What Stays the Same for Nogal Road?

- No parking on the south side of the street
- No parking in marked turnaround areas

These adjustments reflect feedback from the community; we made changes to better serve you and keep our streets safe and accessible.

SHOP WITH A COP:

Another successful event! Eagle PD sponsored 14 kiddos for this year's Shop with a Cop event.



The Eagle Police Department would like to extend a heartfelt thank you to the businesses, residents, and community members who generously donated to this year's Shop with a Cop program. The generosity and spirit of giving shown by local businesses, residents, and our schools truly embody the heart of what makes Eagle so special. Thanks to your overwhelming support, over \$7,500 was raised, allowing local first responders to provide a special holiday experience for children and families throughout the Town of Eagle.

Each year, the Shop with a Cop program brings together Eagle Police Officers, first responders, and the children of our community for a unique and exciting experience. The money raised through donations goes directly toward making the holidays brighter for local families, helping to provide toys, clothing, food, and memorable moments. This year, thanks to your contributions, many children and families were able to enjoy a Christmas they'll never forget.

We also want to take a moment to recognize and thank our local schools, Eagle Valley Elementary, Brush Creek Elementary, and Eagle Valley Middle School, for their unwavering support. Their assistance in selecting students and families for the program is invaluable and ensures that children and families are able to benefit from the kindness of our community. Thank you again to everyone who made this year's Shop with a Cop program a success. We look forward to continuing this tradition in the years to come.

The following is a list of local donors to the Shop with a Cop program:

This list does not include the anonymous cash donations that were received

Vail Valley Cares Thrift Shop, Umbrella Roofing, Vail Honeywagon, Core Transit, 4 Eagle Ranch, Walmart, Butters Hollis & Associates, Holy Cross Energy, Turnipseed Architecture & Construction Inc., Patriacca Construction, MTech Mechanical, Stucco Works Inc., Costco, John Lehew III, Denny & Holly Simonton, Suzanne & Edward Padilla, Jeffrey & Marilyn Lantzy, Tina Stahl

If you are interested in donating to the Shop with a Cop program in 2026, please contact School Resource Officer Dominik Scriver at dominik.scriver@eaglepolice.org



CHRISTMAS ON BROADWAY: The Eagle Police Department was honored to participate in the annual Christmas on Broadway parade, joining the community in celebrating the holiday season. Officers showcased decorated vehicles and engaged with residents throughout the event, reinforcing the department's commitment to community connection and festive spirit. This cherished tradition provided an excellent opportunity to strengthen relationships and share in the joy that defines Eagle during the holidays.



SCHOOL BUS STOP SAFETY: The Eagle Police Department cares about the safety of our students and community! Please remember when a school bus is stopped with flashing red lights, come to a complete stop. Even if you don't see students right away, they may be crossing the road. Your attention and patience help keep our kids safe every day. Thank you for doing your part!



MUNICIPAL COURT

December 2025

DECEMBER 2025 REPORT

MUNICIPAL COURT

Court Held on: 12/3/2025

Citations Issued	Current	YTD	2024	
Animal Control		1	38	52
Misdemeanor/Ordinance		5	14	22
Parking		1	66	142
Traffic		12	83	114
Total		19	201	330

Fines and Fees Collected	Current	YTD	2024
Total Court Costs	\$190.00	\$1,900.00	\$5,780.00
Total Fines	\$995.00	\$22,140.00	\$23,535.00
Total Surcharges	\$170.00	\$2,920.00	\$3,200.00
Total Third Party (Restitution)	\$-		\$4,299.21
Total	\$1,355.00	\$26,960.00	\$36,814.21

Dispositions (Payments or Court Appearances)	Current	YTD	2024	
Animal Control		1	14	47
Juvenile		6	9	7
Misdemeanor/Ordinance		0	2	9
Parking			15	132
Traffic		6	43	113
Total		13	83	308

Outstanding Fines and Fees at

Collections	Total	Collection
Current	\$275.00	
1-30 Days Past Due	\$80.00	
31-60 Days Past Due	\$1,350.00	
61-90 Days Past Due		\$360.00 **At Collections
91-180 Days Past Due		27,222.47 **At Collections

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 03
(Series of 2026)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO
APPOINTING ONE COUNCIL MEMBER TO FILL A TOWN COUNCIL VACANCY

WHEREAS, on April 7, 2020 the electorate of the Town of Eagle, CO approved a Home Rule Charter that requires the Town Council to establish a process for appointments to fill vacancies by councilmembers by Resolution;

WHEREAS, on April 28, 2020 the Town Council established the process to fill a Councilmember vacancy as required by the Charter by the adoption of Resolution 21, Series of 2020;

WHEREAS, Section 2, Article III of the Charter of the Town of Eagle provides for the appointment by the Town Council to fill a vacancy on the Town Council, to serve until the next regular election;

WHEREAS, The Town Council has complied with the process to fill a Councilmember vacancy as set forth in Resolution 21, Series of 2020; and

WHEREAS, in the interest of timely carrying out the duties and responsibilities of the Town Council, the Town Council desires to proceed with the selection and appointment process as set forth herein.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO, THAT:

Section 1. The Town Council hereby appoints _____ as a Council Member to fill the vacancy of Bryan Woods and to serve until after the next regular election is certified scheduled for November 2, 2027.

Section 2. This Resolution shall take effect immediately upon its passage.

Passed and adopted at a regular meeting of the Town Council of the Town of Eagle this 13th day of January 2026.

TOWN OF EAGLE, COLORADO

By _____
Bryan Woods, Mayor

ATTEST:

Melissa Daruna, Acting Town Clerk



To: Mayor and Town Council

From:

Date: January 13, 2026

Agenda Item: Oath of Office

REQUEST:

BACKGROUND:

ANALYSIS:

COMMUNITY INPUT:

BUDGET / STAFF IMPACT:

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED:

RECOMMENDED ACTION OR PROPOSED MOTION:

ATTACHMENTS: None



To: Mayor Woods and Town Council

From: Kira Koppel, Sustainability Specialist

Date: January 13th, 2026

Agenda Item: Town of Eagle Energy Efficiency Program (Rebates) Update

REQUEST: Staff would like to provide a review of town-funded energy efficiency rebates that were issued in 2025 and their impacts on the Eagle community. Staff would also like to engage council in a discussion around goals and strategy to disseminate 2026 energy efficiency rebates.

BACKGROUND: In 2024, \$29,000 in energy efficiency rebate funding was approved by Town Council for the 2025 operating budget. These funds originated in the Exterior Energy Offset Program Fund. Rebates were administered by Walking Mountains Science Center, through the Energy Smart Colorado program. This statewide program also receives funding from Eagle County and provides base-level rebates within our community. Funding from the town supported bonus rebates and further reduced costs for community members, making some of these changes in existing homes achievable for residents. Addressing energy efficiency and electrification of existing homes and businesses within Eagle is a critical strategy in our net zero action plan, our roadmap to achieving net zero emissions by 2030. Walking Mountains was also a recipient of community sustainability funding from the CFP – community funding pool, administered by the Adam Palmer Sustainability Fund. They received an additional \$11,000 to boost the number of rebates available to Eagle residents, as demand was high in 2025.

In 2026, \$20,000 has been allocated within the operating budget by way of the EEOP fund to support energy efficiency and electrification rebates via Walking Mountains.

For Eagle community residents to receive rebates, they first need to schedule a home energy assessment. Walking Mountains connects the homeowner with a local contractor to perform the assessment and provides energy coaching throughout. The results of the assessment advise effective changes the owners can make to improve energy efficiency in their homes. The Walking Mountains team ensures owners are aware of all rebates and incentives before the improvements are made so owners have a clear picture of final costs. This comprehensive level of support allows homeowners to complete the process from start to finish with no surprises. Rebates are also available to businesses who would like to utilize them.

ANALYSIS: Staff would like to provide a review of 2025 goals and results, which Nikki Maline with Walking Mountains will also highlight during her presentation. Staff would also like to present recommendations for the 2026 rebates, with the opportunity for discussion.

2025 Goals & Budget

<i>Incentive/Hard Cost</i>	<i>Details</i>	<i>Budget</i>	<i>Estimated Annual MtCO2e reduced</i>
Home Energy Assessments	Goal of thirty (30) at \$50 homeowner co-pay or \$25 community priority co-pay, any sized of home	\$1,800	2
\$300 Rebates – Electric Fireplace, E-lawn care	Goal of four (4) \$300 rebates (listed above)	\$1,200	3
\$500 Rebates – Heat Pumps, Insulation, Induction	Goal of eight (8) \$500 bonus rebates (listed above)	\$4,000	15
\$1,000 Rebates – Solar PV, Batteries, Automation, EV, EV Charger	Goal of four (4) \$1,000 rebates (listed above)	\$4,000	15
ReEnergize Eagle County	Help (2) ReEnergize homes in the Town of Eagle maximize the upgrades completed	\$10,000	6
Marketing & Outreach	Hard costs for marketing, outreach and communication in order to increase participation (includes marketing staff time and hard costs of ads & print)	\$2,000	n/a
Program Administration	Hard costs for program management, staffing, on-going energy coaching and contractor referrals includes energy coaching for homeowners and businesses, program management, contractor referrals, and communications: 2 hours avg. for each assessment x 30 assessments = 60; 2.5 hours avg. for each rebate x 16 rebates = 40; 100 hours x \$60/hour = \$6,000	\$6,000 (max)	n/a
Town of Eagle Specific Incentives:		\$29,000	41 MtCO2e estimated

100 MtCO2e reduced/offset annually from all ESC incentives in Town of Eagle in 2025, estimated

2025 Results

Incentive	2025 Goal	2025 Result
Home Energy Assessments	30	42
\$300 Rebates – electric fireplace, e-lawn care	4	4
\$500 Rebates – heat pumps, insulation/weatherization, induction stove	8	20
\$1000 Rebates – solar PV, batteries, automation, EV purchase, EV charger installation	4	3
ReEnergize Eagle County	2	1
Total Spend	\$29,000	\$29,000

While the above table shows only the results of completed rebates supported by Town of Eagle funding, it is worth noting that several more homes benefited from the ReEnergize program in Eagle that were not funded by the town and rather by the county. In 2025, 22 of the 42 ReEnergize homes in Eagle were covered by county funding.

In addition, the \$11,000 in Palmer Fund funding enabled the following rebates:

Incentive	2025 Goal	2025 Result
\$500 Rebates – heat pumps, insulation, induction	13	15

\$1000 Rebates – solar PV, batteries, automation, EV purchase, EV charger installation	3	2
Total Spend	\$11,000	\$11,000

This brings the total number of \$500 rebates from 20 to 35 and the total number of \$1,000 rebates from 3 to 5.

Total Rebates by Type

Incentive	Town Funded	Palmer Fund Funded	Total Rebates Issued
Electric lawn care	4	0	4
Heat pumps	2	9	11
Weatherization	6	6	12
Induction stove	12	0	12
Automation (smart panel)	1	0	1
Electric vehicle purchase	1	0	1
EV charger installation	1	0	1
Solar PV	0	0	0
Batteries	0	0	0

Additional details on the greenhouse gas emissions reduction and further details about the rebates will be available in the 2025 report, which will be delivered by the end of January and included in the following sustainability department report.

All allocated funds were spent.

2026 Suggestions

The 2026 scope of work for energy efficiency and electrification rebates proposes adding or adjusting the following categories to the rebates included in 2025:

- Heat pump bonus rebate (includes heat pump dryer) - \$1000 | up from \$500
- Windows/doors replacement - \$1000 | new addition
- Community priority homes can double the Energy Smart Colorado rebate maximum - \$1000
- Removal of funded ReEnergize Home
 - The county anticipates completing 80 homes with the ReEnergize program in 2026. Since ReEnergize funding available per home is up to \$7500, it may be best to remove additional town funding from this effort, since it's likely to occur regardless. ReEnergize homes can still receive the bonus rebates listed in the proposed scope of work.

Staff also seeks feedback on the following existing rebates, due to the lower funding amount for 2026:

- Battery storage - \$1000
- Smart panels - \$1000

Marketing & outreach and program administration costs are projected to reduce with the reduced total program budget compared to 2025.

2026 Proposed Goals & Budget

<i>Incentive/Hard Cost</i>	<i>Details</i>	<i>Budget</i>	<i>Estimated Annual MtCO2e reduced</i>
Home Energy Assessments	Goal of twenty-five (25) at \$50 homeowner co-pay or \$25 community priority co-pay , any sized of home	\$1,500	2
\$300 Rebates – Electric Fireplace, E-lawn care	Goal of four (4) \$300 rebates	\$1,200	3
\$500 Rebates – Weatherization, Induction	Goal of six (6) \$500 bonus rebates	\$3,000	15
\$1,000 Rebates – Heat Pump, Automation, EV, EV Charger, Storage, Windows/Doors, Community Priority Bonus	Goal of eight (8) \$1,000 rebates	\$8,000	20
Marketing & Outreach	Hard costs for marketing, outreach and communication in order to increase participation <i>(includes marketing staff time and hard costs of ads & print)</i>	\$1,300	n/a
Program Administration	Hard costs for program management, staffing, on-going energy coaching and contractor referrals <i>includes energy coaching for homeowners and businesses, program management, contractor referrals, and communications:</i> 2 hours for each assessment 2.5 hours for each rebate \$65/hour	\$5,000 (max)	n/a
Town of Eagle Specific Incentives:		\$20,000	40 MtCO2e estimated

100 MtCO2e reduced/offset annually from all ESC incentives in Town of Eagle in 2026, estimated

It is worth noting that 23% of greenhouse gas emissions in the town are produced by residential buildings and 16% by commercial buildings. The following strategies captured in the Net Zero Action Plan are addressed by this rebate program and will all be essential to making progress toward our net zero by 2030 goal:

- Residential electrification
- Commercial electrification
- Commercial heat pumps
- Residential heat pumps
- Residential weatherization
- Residential energy efficiency education
- 75% EV adoption

This rebate program allows us to incentivize these actions and encourage them by providing financial benefits and education.

COMMUNITY INPUT: None at this time.

BUDGET / STAFF IMPACT: The \$20,000 allocated for this effort have already been approved within the 2026 budget. Partnering with Walking Mountains on this important strategy saves town staff time and provides continuity throughout our valley on how and where to find and access home energy rebates. A table is included below that details Town of Eagle investment in energy efficiency rebates since 2020.

Program Year	Program Funding from TOE	Funding Source
2020	\$900	MEAC
2021	\$1,065	MEAC

2022	\$20,000	Operating Budget – Town Council
2023	\$40,000	Operating Budget – General Govt
2024	\$40,000	Operating Budget - General Govt
2025	\$29,000	Exterior Energy Offset Program Fund
2026	\$20,000	Exterior Energy Offset Program Fund

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED: This program aligns with the town’s goal to elevate our relationship with the environment by supporting and demonstrating sustainability (Goal 4-3 of Elevate Eagle Comprehensive Plan) and with the town’s strategic objective to invest in environmental and energy sustainability. It will also support further implementation of Town Council Resolution No. 56, a resolution adopting town-wide sustainability goals.

RECOMMENDED ACTION OR PROPOSED MOTION: Staff requests that council engage in discussion and provide feedback on 2026 goals and approach for the \$20,000 allocated for energy efficiency rebates.

Staff specifically requests council feedback on the proposed rebate amounts below, understanding we have fewer funds to work with than in previous years.

- Heat pump bonus rebate (includes heat pump dryer) - \$1000 | up from \$500
- Windows/doors replacement - \$1000 | new addition
- Community priority homes can double the Energy Smart Colorado rebate maximum - \$1000 | new addition
- Battery storage - \$1000
- Smart panels - \$1000
- Removal of town-funded ReEnergize Home

ATTACHMENTS:

- Town of Eagle 2025 Budget & Goals
- 2026 Proposed Scope of Services – Energy Efficiency Rebates

Town of Eagle CY 2025 - \$29,000					updated: 1/5/26 NM		est MtCO2e								Notes
	Goal	Budget	TOTAL #	TOTAL \$	reduced annually	Q1 - #	Q1 - \$	Q2 - #	Q2 - \$	Q3 - #	Q3 - \$	Q4 - #	Q4 - \$		
Home Energy Assessments	30	\$1,800	42	\$1,225	2.32	17	\$300	11	\$300	12	\$500	2	\$125	22 ReEnergize HEA counts towards goals but no Town funds used	
\$300 Rebates - E-lawn Care (4)	4	\$1,200	4	\$658		0	\$0	4	\$658	0	\$0	0	\$0		
\$500 Rebates - Heat Pump (2), Weatherization (6), Induction (12)	8	\$4,000	20	\$9,967	tbd	4	\$1,967	3	\$1,500	2	\$1,000	11	\$5,500		
\$1,000 Rebates - Smart Panel (1), EV (1), EV Charging (1) no businesses took advantage of incentives in 2025	4	\$4,000	3	\$2,858		1	\$1,000	1	\$858	1	\$1,000	0	\$0		
ReEnergize Eagle County - 22 total homes helped in TOE	2	\$10,000	1	\$6,892	tbd	0	\$0	0	\$0	0	\$0	1	\$7,192	funded majority of Bullard (609 Washington St; \$7,120)	
Marketing & Outreach		\$2,000		\$2,000										budget is max amount 2 hours per assessment; 2.5 hours per rebate - budget is max amount; did not charge for any work with ReEnergize homes	
Program Administration (\$60/hour)		\$6,000		\$5,400											
TOTAL		\$29,000		\$29,000	2.32	This is not a final Mt reduction, many projects still need modeled for savings									
remaining		\$0			goal = 41 MtCO2e										
Palmer Fund Q4 2025 - \$11,000							est MtCO2e								Notes
	Goal	Budget	TOTAL #	TOTAL \$	reduced annually							Q4 - #	Q4 - \$		
\$500 Rebates - Heat Pump (9), Weatherization in Preparation for HP (6)	13	\$6,500	15	\$7,500	tbd							15	\$7,500.00	All ReEnergize: Hawkins (HP)-\$500, Smith/Earl-\$1000 (Wx, HP), Cermak (Wx, HP)-\$1000, Bullard (Wx, HP)-\$1000, Ca rlton (Wx, HP)-\$1000, Mendoza (Wx, HP)-\$100 0, Llyod (HP)-\$500, B oni-Edson (HP)-\$500, Luck (Wx, HP)-\$1000	
\$1,000 Rebates - Electric Vehicle (2)	3	\$3,000	2	\$2,000	tbd							2	\$2,000.00		
Program Administration (\$60/hour)		\$1,500		\$1,500									\$1,500.00		
TOTAL		\$11,000		\$11,000	0.00	This is not a final Mt reduction, many projects still need modeled for savings									
remaining		\$0			goal = 58 MtCO2e										
Weatherization = air sealing and/or insulation															

2026 SCOPE OF SERVICES for the TOWN OF EAGLE

Community Energy Efficiency Program

1/1/2026 through 12/31/2026

CONTACT INFORMATION

Walking Mountains
P.O. Box 9469, Avon, CO 81620
Office Phone: 970-328-8777

Contact: Nikki Maline, Energy Programs Director
Email: nikkim@walkingmountains.org
Website: www.walkingmountains.org/energy

ORGANIZATION PROFILE

The mission of Walking Mountains is to “awaken a sense of wonder and inspire environmental stewardship and sustainability through natural science education”. Walking Mountains is a community-based nonprofit 501c3 organization in Avon, Colorado that educates residents and visitors while helping businesses, individuals and local governments become more environmentally sustainable. Walking Mountains Sustainability Department’s objective is to **act as an agent of change to achieve local climate action goals and improve the social, economic, and environmental resilience of the Eagle County community**. We serve as a resource and education hub to inspire action from local to global. Through this objective our staff implement multiple strategies to educate, outreach, and provide opportunities for action. Sustainability staff work across various sectors including energy & buildings, climate action, sustainable business, and waste diversion and reduction while using a lens of equity.

The Energy Smart Colorado (ESC) program at Walking Mountains provides energy coaching, comprehensive home energy assessments (highly discounted), and rebates to businesses and homes. Through ReEnergize Eagle County a free assessment and free home improvements are available to local working households (and retirees), homeowners and renters, with a max 150% Area Median Income (AMI).

PURPOSE OF PROGRAM / PARTNERSHIP

To create a system of incentives that are specific and targeted for the Town of Eagle community in order to help locals decrease their energy burden and make living environments safer and healthier. Through participation in the Energy Smart Colorado & ReEnergize Eagle County programs, homes & business are provided education and recommendations after an in person visit, and incentives for making recommended upgrades. In addition to a reduced energy burden and a healthier living environment, homes and buildings that invest in improvements related to Energy Efficiency, Renewable Energy, and Building Electrification significantly help our community reach our local climate action plan goal of an overall 50% reduction of greenhouse gas emissions by 2030 (from a 2014 baseline). **The Town of Eagle has adopted a sustainability goal for achieving net-zero carbon emissions in the greater Eagle community by 2030.** By partnering with Walking Mountains, the Town of Eagle will be able to implement a program that is accessible, available, and affordable to all homes & business.

This partnership between Walking Mountains and the Town of Eagle will specifically focus on community energy use (within homes and businesses) within the Town of Eagle. To guide the goals of this partnership we refer to the Town of Eagle’s NET ZERO ACTION PLAN. We will focus on **Electrification of Existing Buildings, Heat Pumps, Weatherization, and Energy Efficiency Education** while incorporating Equity.

Community Energy Efficiency Program:

Within the Community of the Town of Eagle, we would like to increase the participation and engagement in the already developed Energy Smart Colorado & ReEnergize Eagle County programs. Many of the assets for these programs are already in place and will be leveraged for your community, including:

- Qualified contractor network for Energy Assessments and Improvements
- Comprehensive Customer Relationship Management tool (Salesforce) for tracking program results/financials
- Stocked Inventory of Quick Fix materials (free direct installs during a home energy assessment)

Sustainable Economic and Social Development:

Over the past 10+ years throughout Eagle County, the Energy Smart Colorado program has created a “green workforce” including highly-trained contractors and Building Analysts which have all contributed to the economic growth of the community.

Public Education, Communication, and Equity:

By providing energy efficiency & electrification education to local homeowners & businesses, and developing more streamlined methods of bi-lingual communication, we will be able to increase the capacity for energy saving improvements throughout the Town of Eagle. Our 2026 Outreach will be neighborhood focused with promotion of all programs available locally to households with a maximum household income of 150% Area Median Income (AMI). The following programs provide free assessments and free home improvements: WAP (Federal Weatherization Assistance Program), CARE (Colorado’s Affordable Residential Energy program), and ReEnergize Eagle County. We will also share information to all Town of Eagle residents about rebates available through Energy Smart Colorado.

DELIVERABLES

During 2026, Walking Mountains will partner with the Town of Eagle, other local municipalities, Eagle County, and local utilities to perform the following work:

- Administration of the Energy Smart Colorado program, including project management and reporting
- Outreach/education/follow-up for the ReEnergize Eagle County program
- Provide local low-cost home energy assessments, energy coaching, and incentives for home & business improvements
- Offer direct bi-lingual outreach to households that need the most help
- Annual energy savings report, with data on number of homes and businesses worked with and greenhouse gas (GHG) reductions; report will show Town of Eagle’s specific impact

The above includes program management, including managing the budget, reporting, data management, energy modeling, workflow of setting up and completing assessments, rebate processing, energy coaching, and more.

Marketing & Outreach:

Marketing & Outreach will consist of newsletter inclusions and targeted social media posts with files ready to share with Town of Eagle so they can do the same. A poster will be created, specific to the Town of Eagle, and distributed specifically at locations Town of Eagle locals frequent. In addition, if there are events that take place within the Town of Eagle that homeowners and businesses may attend, Walking Mountains would like to have a table to share information and energy education. Community outreach will focus on connecting with local working households that need assistance the most, as detailed above.

Incentive Details:

Town of Eagle – 2026 Community Specific Incentives, for homes and businesses/buildings:

- **Home Energy Assessments - \$50 flat cost** to homeowner at time of assessment, any size of home;
Community Priority homes - \$25 flat cost (*deed restricted, childcare staff, first responders, local government employees, non-profit employees, teacher/school employee, ski patrol, veteran/active military, or max 150% AMI*)
- **E-lawn Care Rebate - up to \$300** for new battery or corded electric equipment, including: electric mowers (push or riding), electric snow blowers, electric chainsaws, electric trimmers, electric pruners, electric leaf blowers, or electric power washers (*no energy assessment required for e-lawn care rebate*)
- **Electric Fireplace BONUS Rebate - up to \$300** for installing an electric fireplace
- **Weatherization BONUS Rebate - up to \$500** for completing an air sealing and/or insulation upgrade
- **Induction Range BONUS Rebate - up to \$500** for installing an electric induction range/cooktop
- **Heat Pump BONUS Rebate - up to \$1,000** for installing a ducted or mini-split heat pump, heat pump water heater, and/or heat pump dryer
- **Automation BONUS Rebate - up to \$1,000** for networked LED lighting controls, building automation systems, and **smart electrical panels**; larger projects must provide energy modeling showing potential savings
- **Electric Vehicle Purchase Rebate - up to \$1,000** for the purchase or lease of a new or used Electric Vehicle or Plug-in EV
- **EV Charger Installation Rebates - up to \$1,000** for installing an EV Charger; if located in a common space, must be a 2-port charger, level II or III, available to building occupants
- **Battery Storage (home/building) Rebate - up to \$1,000** for installing storage that is connected to the electricity grid, must enroll in Holy Cross Energy's [Time of Use](#) rate OR [Power+ FLEX](#) specifically (Power+ not eligible for a rebate)
- **Windows/Doors replacement - up to \$1,000** for replacing windows and/or doors with new; windows must have a U-Factor of ≤ 0.30 , storm windows must be [ENERGY STAR](#), doors must have a U-Factor of ≤ 0.17
- **Community Priority Homes DOUBLE ESC rebate - up to \$1,000** any household qualified as community priority can double the Energy Smart Colorado rebate max

*Above incentives may be stacked with regular Energy Smart CO rebates, ReEnergize incentives, utility rebates, and potential state incentives. The above **will not exceed 75% of the project cost** when all incentives are combined (with the exception of ReEnergize Eagle County homes who may have up to 100% of costs covered). **Bonus rebates must meet/exceed requirements of the regular Energy Smart CO rebate program.***

BUDGET & GOALS for 2026

<i>Incentive/Hard Cost</i>	<i>Details</i>	<i>Budget</i>	<i>Estimated Annual MtCO2e reduced</i>
Home Energy Assessments	Goal of twenty-five (25) at \$50 homeowner co-pay or \$25 community priority co-pay , any sized of home	\$1,500	2
\$300 Rebates – Electric Fireplace, E-lawn care	Goal of four (4) \$300 rebates	\$1,200	3
\$500 Rebates – Weatherization, Induction	Goal of six (6) \$500 bonus rebates	\$3,000	15
\$1,000 Rebates – Heat Pump, Automation, EV, EV Charger, Storage, Windows/Doors, Community Priority Bonus	Goal of eight (8) \$1,000 rebates	\$8,000	20
Marketing & Outreach	Hard costs for marketing, outreach and communication in order to increase participation <i>(includes marketing staff time and hard costs of ads & print)</i>	\$1,300	n/a
Program Administration	Hard costs for program management, staffing, on-going energy coaching and contractor referrals <i>includes energy coaching for homeowners and businesses, program management, contractor referrals, and communications:</i> 2 hours for each assessment 2.5 hours for each rebate \$65/hour	\$5,000 (max)	n/a
Town of Eagle Specific Incentives:		\$20,000	40 MtCO2e estimated

100 MtCO2e reduced/offset annually from all ESC incentives in Town of Eagle in 2026, estimated

The top four (4) lines are flow-through funds, and estimated amounts, in order to respond to varying community interest there can be flexibility between these lines. Assessments & Rebates are limited to the amount of total funds available at any given time. Walking Mountains will notify the Town of Eagle if we get close to running out of funds for these incentives, at which time the Town of Eagle can choose to contribute more funding, or end the special incentives for the remainder of the year. **If annual ESC funds are depleted flow-through funds remaining above may be used to pay any full ESC rebates still needing fulfilled.**

Disbursement of Funds:

At the beginning of the year, the Town of Eagle will advance Walking Mountains half of the contracted amount. Once those funds are depleted Walking Mountains will work with the Town of Eagle to determine next disbursement, based on demand of incentives/assessments, and pending projects.



To: Mayor Woods and Town Council

From: Kira Koppel, Sustainability Specialist

Date: January 13th, 2026

Agenda Item: Building Electrification Project – Investment Grade Audit Presentation & Discussion

REQUEST: This memo serves to introduce the Building Electrification Project Investment Grade Audit (IGA) presentation, which will be hosted by our consultants, ESG (formerly known as Yearout Energy). Staff requests that council receive the recap of the project, already approved within the 2026 budget, and direct any questions to ESG and staff.

BACKGROUND: The Town's Building Electrification Project has been in progress since 2024. This project is a key piece of our zero carbon emissions for town operations by 2028 strategy, prescribed within our Net Zero Action Plans. One aspect of achieving this goal is to electrify our town buildings. Electrifying town buildings will enable us to either directly power them with renewables (i.e., solar panels, geothermal) or with the renewable energy supplied from the grid (according to their website, Holy Cross Energy provided 85% clean energy in the year-to-date on average, reaching highs of 97% and lows of 79%). Either path will produce a marked reduction in our own carbon and greenhouse gas emissions. The Town received a planning grant in late 2024 to help us identify the emissions reduction potential, to select which buildings have the highest opportunities for electrification, and to identify pricing of the resulting project. This planning effort will conclude with the results shared in the presentation.

The town has selected energy performance contracting as the method of project planning and implementation. This allows for the planning costs to be rolled into the final design and also allows for a design-build approach to streamline the process. This is how the budget figures for the projects were established in 2025 and how we can move into rapid implementation, should the contract be approved by council at a future meeting.

The town has been working with ESG on this project. ESG is vetted by the state energy office and coordinated the work for the solar array at our water and wastewater treatment campus.

Lastly, the town has received \$250,000 in grant funding from the Colorado Energy Office for project implementation. The terms of the grant agreement specify that electrification measures be incorporated at the following facilities: Town Hall, Brush Creek Pavilion, & Brush Creek Studio.

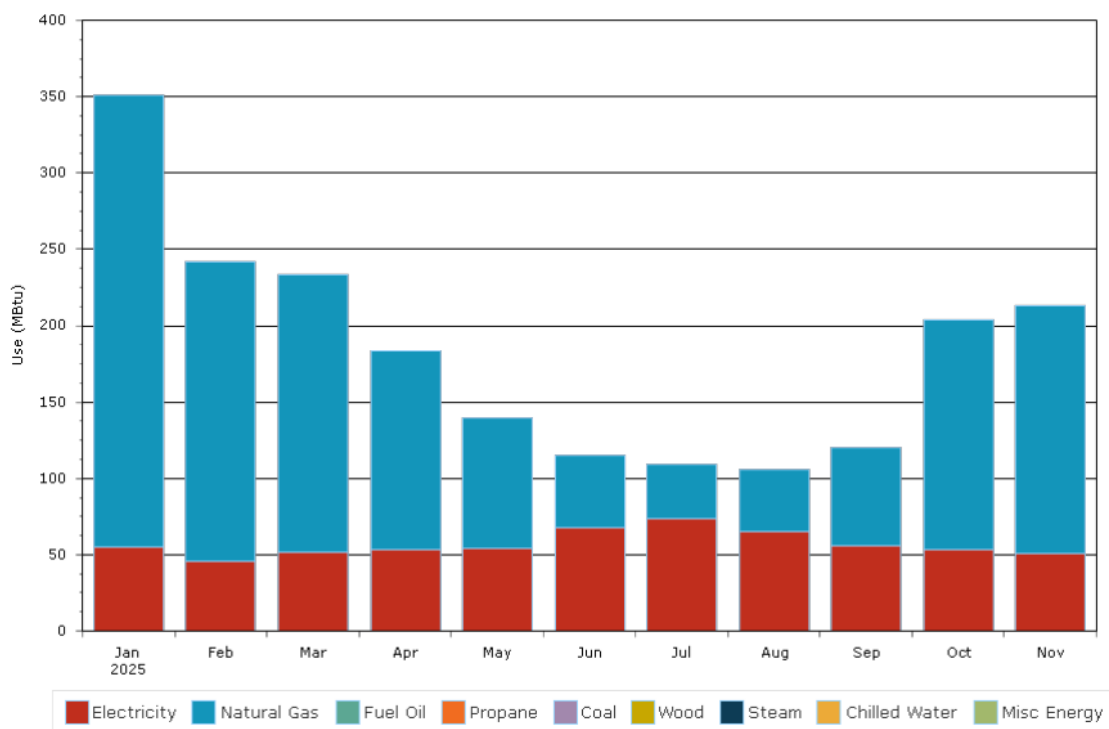
ANALYSIS: Building electrification is a top strategy within the town's Internal Operations Net Zero Action Plan. By engaging in this process, we were able to establish our baseline, identify the existing energy use intensity at every building considered, and model the potential reduction in that intensity by implementing electrification.

After evaluation of most town facilities, project implementation will occur predominantly at the following buildings: Public Works Building, Town Hall, & Brush Creek Pavilion Buildings. The following measures have been

identified as those that will achieve emissions reductions and maintain alignment with state funding requirements:

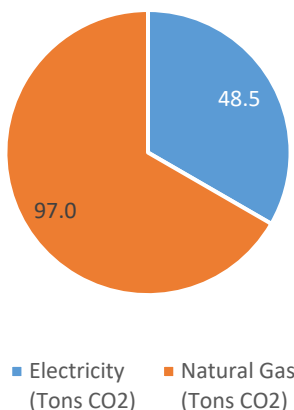
- Building weatherization – weather stripping, door sweeps, caulking over gaps, other ways to eliminate air leakage and infiltration
 - All included facilities, plus Info Center & Upper Basin Water Treatment Plant
- HVAC Upgrades/Electrification – replace existing equipment that is past its useful life with more reliable and efficient equipment
 - 3 rooftop units at Town Hall
- HVAC Building Automation – upgrade and integrate HVAC control systems for greater ability to control and schedule temperatures
 - Town Hall
- Domestic Hot Water Heater Upgrades/Electrification – replace natural gas hot water heaters with high efficiency electric heat pump systems
 - Town Hall
 - Brush Creek Pavilion
 - Brush Creek Studio
 - Upgrade electric panels as needed to support increased load
- Solar PV – install solar photovoltaic systems to produce up to 25 kW of renewable energy on site for 25-50 years
 - Public Works

Conducting this work is included in the net zero action plan and has been identified as a priority for 2026. This project is well-aligned with a pragmatic approach to reducing town operations-produced greenhouse gas emissions. Implementing the scope above is estimated to result in an annual reduction of 814 MMBtu of energy use and a reduction of 63,000 lbs. (28.6 metric tons) of carbon dioxide equivalent. Exact figures may shift once specific equipment models are selected.

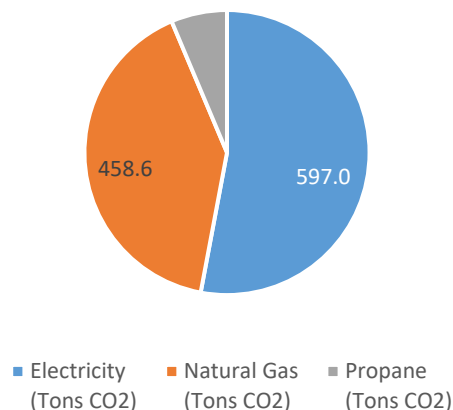


The chart above shows the combined energy use for the Town Hall, Brush Creek Studio and Brush Creek Pavilion from January to November 2025. By implementing this project, we will be drawing down the blue bars by reducing natural gas use. While this could result in an increase to the red bars representing electricity use, it will draw down the overall emissions depicted in the charts below by lowering natural-gas produced emissions, shown in orange.

Emissions Breakdown by Fuel - Town Hall & Brush Creek Buildings



Emissions Breakdown by Fuel - all TOE Buildings



COMMUNITY INPUT: This project was included as a 2026 capital project during the budget process in late 2025 and available for comment at that time. No further community input has been received.

BUDGET / STAFF IMPACT: Funds for this project have been approved with the 2026 budget at \$2,000,828. Our most recent estimate for the work, after the scope was adjusted to meet the \$2M budget, has come in at \$1,998,660 from ESG. More accurate numbers were produced after the scope was finalized and more detailed cost modeling occurred. Cost savings from the new equipment are estimated at \$248,000 over 20 years. Sustainability staff has allocated time for project implementation in the 2026 work plan.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

This policy aligns with the town’s goal to elevate our relationship with the environment by supporting and demonstrating sustainability (Goal 4-3 of Elevate Eagle Comprehensive Plan) and with the town’s strategic objective to invest in environmental and energy sustainability. It will also support further implementation of Town Council Resolution No. 56, a resolution adopting town-wide sustainability goals.

RECOMMENDED ACTION OR PROPOSED MOTION: No formal action is needed at this time. Staff wanted to present the complete, finalized scope of work to Council to ensure transparency and understanding. Staff encourages council to voice any questions for ESG or sustainability staff regarding this project during this time. Next steps include a finalized contract, that will include the project scope and any council-directed changes, in a future meeting agenda for formal approval before project implementation.

ATTACHMENTS:

- Building Electrification Investment Grade Audit (IGA) 90% Workshop Slides



IGA 90% Workshop

Town of Eagle Phase 2 – Advancing Building Electrification, Solar Power & Energy Efficiency

7 January 2026

10:30 – 11:30 AM





Hillary Hanson
Account Executive



Anthony LaMorte
Engineering Manager



Cameron Geer
Director, Business Development



Niffy Ovuworie
Project Success Leader



1. Project Background
2. Final Scenario Review
3. Detailed Facility Improvement Measure (FIM) and Measurement and Verification (M&V) Review
4. Next Steps



Project Background





Vision

The Town is partnering with Energy Systems Group to implement projects that will create meaningful reductions in future GHG emissions, align with the town's net zero goals, and meet our budgetary and operational needs.

Project by the Numbers

5 Facilities

62,978 ft²

21 utility
meters /
accounts



Site Information

Site Name	Address	Gross Area (ft ²)
Town Hall	200 Broadway, Eagle, CO 81631	15,600
Brush Creek Park Buildings	909 Capitol Street, Eagle, CO 81631	10,024
Public Works Building	1050 Chambers, Eagle, CO 81631	15,000
Brush Creek Water Plant	8339 Brush Creek Road, Eagle, CO 81631	12,450
The Info Center	100 Fairgrounds Road, Eagle, CO 81631	6,144
	Total	59,218

IGA Progress to Date

- Utility Data Gathering & Analysis Completed
- Site Audits Completed
- HEEHA grant awarded and revised scope of work defined
- Mechanical Contractor Selection
- Design Engineering Firm Engaged
- Budget Approved by Town Council
- 90% Final Scenario Developed



Facility Improvement Measure (FIM) Description



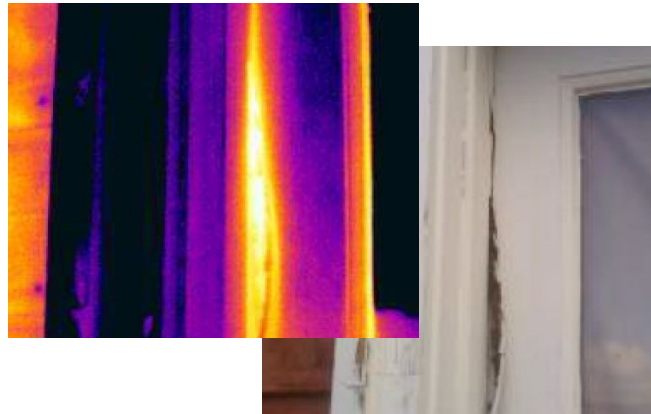
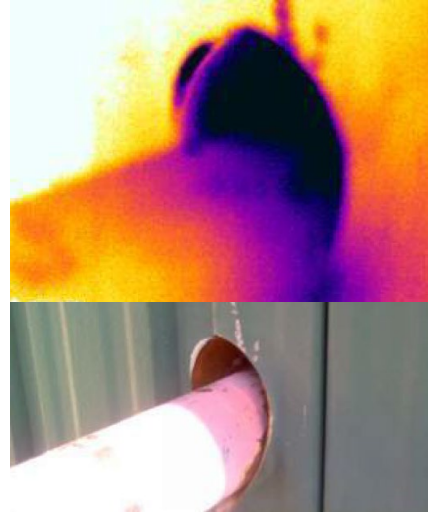
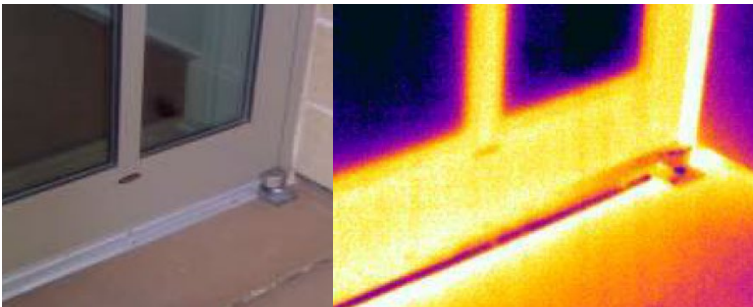
Building Weatherization

General Description

Apply weatherization measures such as weather stripping, door sweeps, caulking over gaps and cracks, sealing penetrations, along with other considerations to eliminate air leakage and infiltration.

Observations | Recommendations | Exclusions

- Seal 14.39 square feet total across all facilities
- Primary areas
 - Door Weather stripping and sweeps
 - Window sealing
 - Penetration sealing



KEY BENEFITS

- Utility Savings
- O&M Savings
- Improve System Reliability
 - Extend Equipment Service Life
- Improve Occupant Comfort
 - Improve Site Safety | Security
 - Standardize Equipment
- Reduce Environmental Impact

HVAC Upgrades/Electrification

General Description

- Replace existing equipment that is past its useful life with more reliable and efficient equipment

Observations | Recommendations | Exclusions

- 3 Rooftop units at the Town Hall
 - 52.5 tons of cooling
 - 1,050 MBH of natural gas heating
- HVAC upgrades
 - All replacements will be with high efficiency low ambient heat pumps and include necessary electrical upgrades



KEY BENEFITS

- Utility Savings
- O&M Savings
- Improve System Reliability
- Extend Equipment Service Life
- Improve Occupant Comfort
- Improve Site Safety | Security
- Standardize Equipment
- Reduce Environmental Impact

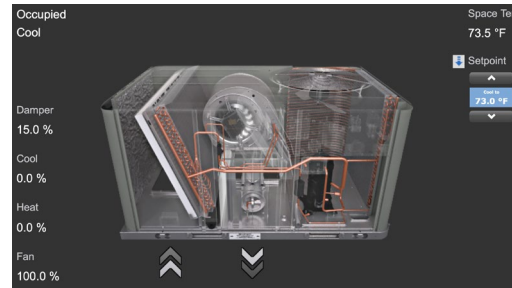
HVAC Building Automation

General Description

- Upgrade and integrate the HVAC control systems to allow for greater space temperature control and scheduling

Observations | Recommendations | Exclusions

- Town Hall
 - Connect new rooftop units to existing Trane automation system
 - Upgrade VAV Box legacy Trane controllers
 - Full commissioning and testing of all systems and sequences of operation



KEY BENEFITS

- Utility Savings
- O&M Savings
- Improve System Reliability
- Extend Equipment Service Life
- Improve Occupant Comfort
- Improve Site Safety | Security
- Standardize Equipment
- Reduce Environmental Impact

Domestic Hot Water Heater Upgrades/Electrification

General Description

- Replace natural gas domestic hot water heaters with high efficiency electric heat pump systems

Observations | Recommendations | Exclusions

- Replace 3 Domestic Hot Water Heaters
 - Town Hall – 100 gallon
 - Brush Creek Park Pavilion – 75 Gallon
 - Brush Creek Park Studio – 50 Gallon
- Upgrade electric panels as required for new increased load



KEY BENEFITS

Utility Savings

- O&M Savings
 - Improve System Reliability
 - Extend Equipment Service Life
- Improve Occupant Comfort
- Improve Site Safety | Security
- Standardize Equipment
 - Reduce Environmental Impact

Solar PV

General Description

- Installing Solar Photovoltaic (PV) Systems to produce clean renewable energy on site for 25 to 50 Years

Observations | Recommendations | Exclusions

- Install 25 kW (DC) of Ground Mount Solar PV at Public Works
 - 48% Offset of Electricity Consumption Offset from Baseline



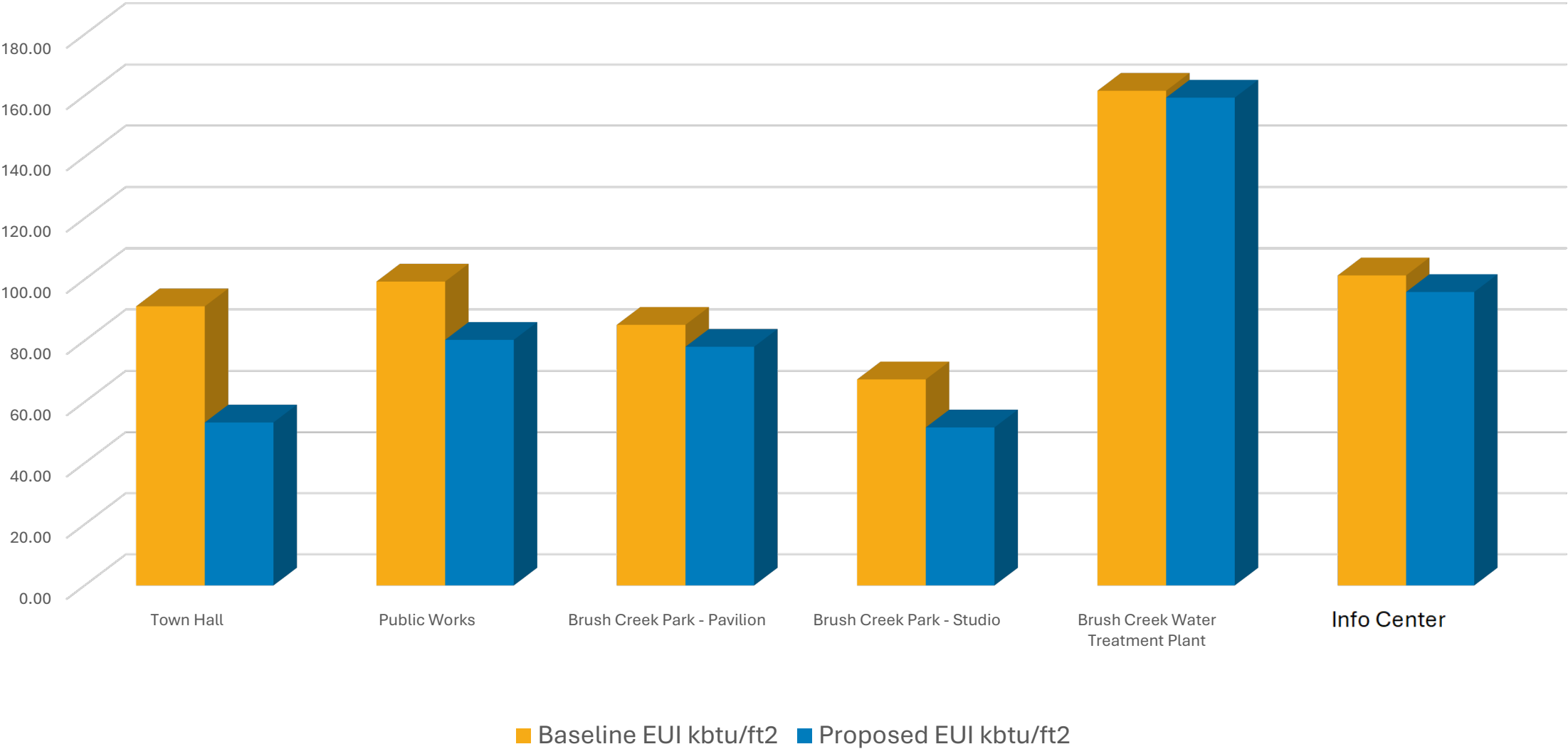
KEY BENEFITS

- Utility Savings
- O&M Savings
- Improve System Reliability
- Extend Equipment Service Life
- Improve Occupant Comfort
- Improve Site Safety | Security
- Standardize Equipment
- Reduce Environmental Impact

Project Scenario Review



Energy Utilization Improvements



Scope / FIM Summary

FIM Dot Matrix

Town of Eagle, CO

January 7, 2026



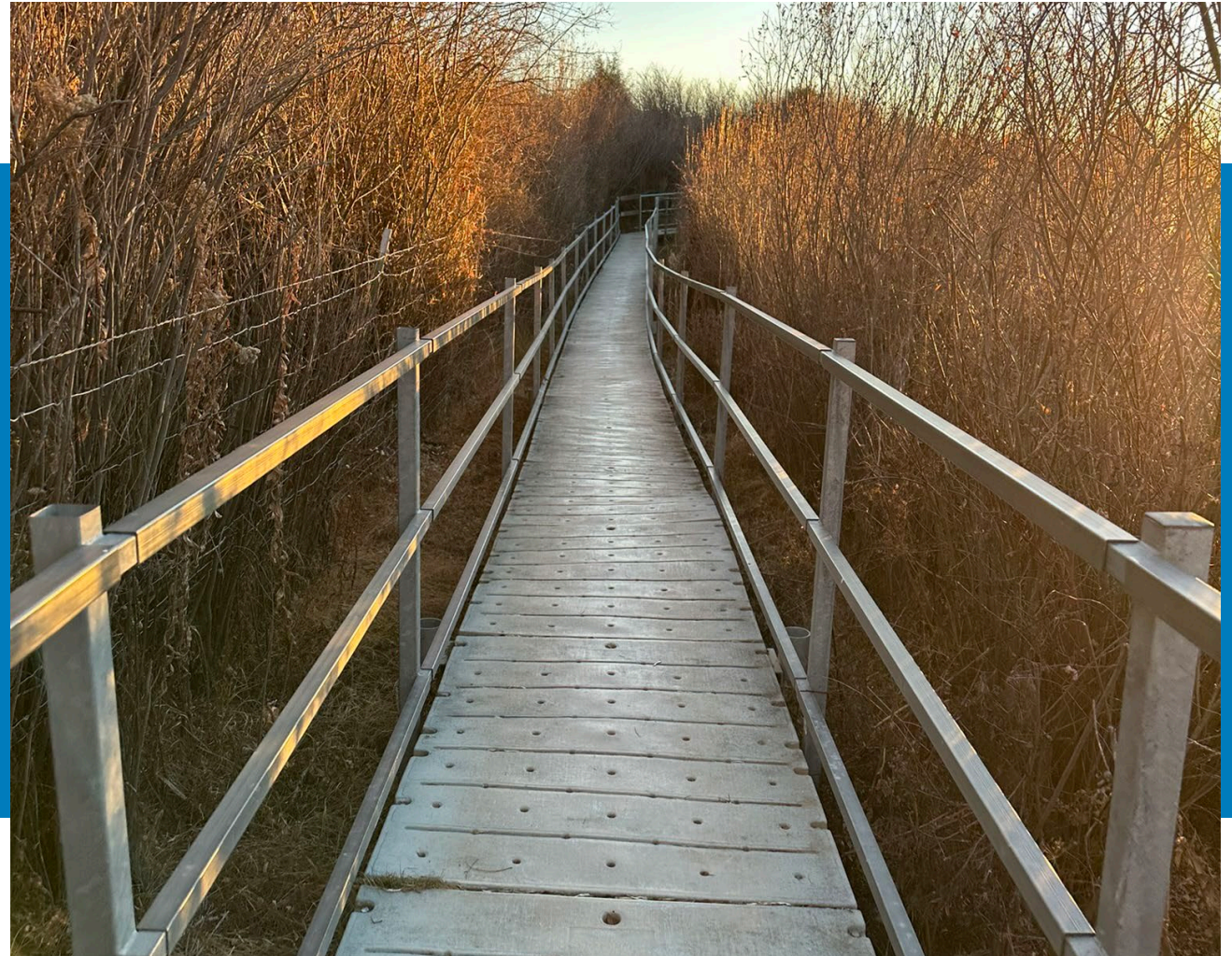
Site	Building Envelope	Solar PV	HVAC System Upgrades	DHW Heater Upgrades
Town Hall				
Public Works				
Brush Creek Park - Pavilion				
Brush Creek Park - Studio				
Brush Creek Water Treatment Plant				
Info Center				

Scenarios by the Numbers

Assumptions: 19-Year Finance Term | 4.25% Interest Rate | Utility Escalation: NIST

	Final Scenario
Project Cost	\$1,998,660
HEEHA Grant	\$250,000
Capital Funding	\$1,748,660
Estimated IRA and Incentives	\$41,095
20-Year Cumulative Cost Savings	\$248,000
First Year Annual Energy Savings	814 MMBtu
First Year Annual GHG Reduction	63,000 lbs. CO _{2e}

Next Steps



Prior to the Contract, We Will:



- Conduct Final M&V Workshop
- Deliver and Certify the IGA
- Deliver EPC Contract for Review and Approval
- Prepare and Support Council Updates

Target Milestone Dates

	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N
Project Objectives & IGA Kick-Off																							
IGA 30% Preliminary Workshop																							
IGA 60% Workshop																							
IGA 90% Workshop																							
IGA Report Delivery & Certification; EPC Contract Execution																							
Project Implementation																							
Performance Period																							

Thank you!

Anthony LaMorte
Engineering Manager
alamorte@esg.email

Hillary Hanson
Account Executive
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Niffy Ovuworie
Project Success Leader
novuworie@esg.email



**TOWN OF EAGLE, COLORADO
ORDINANCE NO. 01-2026**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO,
AMENDING TITLE 13 OF THE EAGLE TOWN CODE TO PROHIBIT THE INSTALLATION
AND USE OF GRAYWATER TREATMENT WORKS**

WHEREAS, pursuant to C.R.S. § 31-15-103, municipalities shall have power to make and publish ordinances which are necessary and proper to provide for the safety, to preserve the health, promote the prosperity, and improve the morals, order, comfort, and convenience of such municipality and the inhabitants thereof not inconsistent with the laws of this state; and

WHEREAS, the Town of Eagle (the "Town") is a home-rule municipality organized under Article XX of the Colorado Constitution and with the authority of the Eagle Home Rule Charter (the "Charter"); and

WHEREAS, pursuant to Section 1.01.080 of the Eagle Town Code (the "Code"), the Town Council may amend the Code; and

WHEREAS, pursuant to C.R.S. § 25-8-205.3, C.R.S. § 31-15-601(1)(m), and C.R.S. § 25-8-205 effective through December 31, 2025, the installation and use of graywater is only allowed in areas where the local governing body has adopted an ordinance or resolution approving the use of graywater; and

WHEREAS, the Town has not adopted an ordinance or resolution approving the installation and use of graywater; and

WHEREAS, the State legislature enacted House Bill 24-1362, Concerning Measures to Promote the Use of Graywater, codified at C.R.S. § 25-8-205.4, C.R.S. § 31-15-601(1)(m), and C.R.S. § 25-8-205 and effective January 1, 2026, which mandates that graywater installation and use in new construction be automatically allowed beginning January 1, 2026, unless the local governing body adopts an ordinance or resolution opting out;

WHEREAS, the Town wants to ensure that graywater installation and use continues to be prohibited for the protection of the public health, safety, and welfare; and

WHEREAS, it is in the interest of the public health, safety, and welfare of the Town to amend the Code as set forth in this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO AS FOLLOWS:

Section 1. Amendment to Code – Addition of Chapter 13.25. Title 13 of the Code is hereby amended with the addition of Chapter 13.25 – Prohibition on the Installation and Use of Graywater Treatment Works, as follows:

CHAPTER 13.25 – Prohibition on the Installation and Use of Graywater Treatment Works

Section 13.25.010 – Purpose

The purpose of this ordinance is to prohibit the installation of graywater treatment works and use of graywater to ensure the protection of the public health, safety, and welfare.

Section 13.25.020 – Definitions

For purposes of this Chapter, the following terms shall have the following meanings:

Graywater means that portion of wastewater that, before being treated or combined with other wastewater, is collected from fixtures within residential, commercial, or industrial buildings or institutional facilities for the purpose of being put to beneficial uses.

Graywater treatment works means an arrangement of devices and structures used to (a) collect graywater from within a building or a facility; and (b) treat, neutralize, or stabilize graywater within the same building or facility to the level necessary for its authorized uses.

Section 13.25.030 –Prohibition

No person served with water from the water utility shall install graywater treatment works or use graywater.

Section 13.25.040 – Enforcement

1. The Town of Eagle Police and Code Enforcement shall, in connection with their duties imposed by law or ordinance, enforce the provisions of this Chapter.
2. As set forth in Section 13.01.050, violations of this Chapter shall be a Class A offense and shall be subject to penalties set forth in Chapter 1.12 of this Code. Each day of violation shall be a separate offense.

Section 2. Safety Clause. This Ordinance is deemed necessary for the protection of the public health, safety, and welfare.

Section 3. Severability. If any provision of this Ordinance or portion thereof is held by a court of competent jurisdiction to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect any other provision which can be given effect without the invalid portion.

Section 4. Conflicts. All prior ordinances , resolutions, or other acts, or parts thereof, by the Town of Eagle in conflict with this Ordinance are hereby repealed, except that this repeal shall not be construed to revive any previously repealed or expired act, ordinance or resolution, or part thereof.

Section 5. Effective Date. This Ordinance shall become effective pursuant to the Town Charter upon adoption as an Ordinance.

INTRODUCED AS AN ORDINANCE, READ, MOVED, AND ORDERED PUBLISHED ON

_____, 2026.

TOWN OF EAGLE, COLORADO

Bryan Woods, Mayor

ATTEST:

Melissa Daruna, Acting Town Clerk



To: Mayor Bryan Woods and Town Council

From: Melissa Daruna, Interim Town Manager

Date: January 13, 2026

Agenda Item: Strategic Planning Consultants – Scope of Work and Process Overview

REQUEST:

Staff requests Town Council review the strategic planning proposals from two consultants and provide staff with direction on which consultant to contract.

BACKGROUND:

The Town of Eagle completed its 2020 [five-year Strategic Plan](#) at the end of 2025 and wishes to establish the next 5-year plan early in 2026. Staff solicited proposals from three consultants based on experience working with them or referrals from trusted partners. One consultant was unable to allocate time during the first half of 2026. The other two provided the proposals linked to this memo. They are Brian Pool with [Government Performance Services](#) (GPS) and June Ramos with [June Ramos Associates, LLC](#).

Brian Pool and GPS have worked on strategic planning with State agencies, municipalities, and recently Eagle County. Additionally, they are facilitating the regional housing planning and multi-jurisdictional housing authority discussions with partners across Eagle County. Brian is based in the Denver area and would facilitate much of his work remotely, with the exception of the two-day retreat, which will be in person. Brian is open to more in-person stakeholder meetings if desired by the Council or staff and would require additional travel costs to be covered by the Town.

June Ramos has worked with municipal and county governments across the Front Range. She has provided consulting services for CIRSA, national organizations and federal agencies as well. June is based in Taos, NM, and would facilitate much of her work remotely, with the exception of the two-day retreat, which will be in person. Additional in-person work may be more limited from June based on her location and the Town's need to cover travel costs.

ANALYSIS:

While the GPS proposal is a greater investment, the process takes a comprehensive approach to developing a new strategic plan while still building on the work from the last 5 years and other community-wide planning efforts. Key phases in the GPS proposal include:

- Phase 1 – Mobilize and Project Management – setting the stage for successful project oversight
- Phase 2 – Inform the Strategy – Engaging certain stakeholders including staff and advisory committees while also reviewing background planning efforts already completed. Conducting 1:1 interviews with Council members and key leadership staff.
- Phase 3 – Synthesize the Strategic Framework – 2-day planning retreat with focus on prioritization for the next 5 years.
- Phase 4 – Implementation and governance plan – Complete package of strategic plan and governance plan which will outline how, when and why the plan can be amended, and set benchmarks for success.

The June Ramos Associates plan requires much less of financial lift for the initial strategies and does not include a finalized drafted plan, which staff would need to complete. June's approach is more focused on setting the stage for a functional Town Council moving forward by building trust and understanding in governance processes. Key phases from June's proposal include:

- Deliverable 1 – setting the project up for success with oversight and expectation discussion.
- Deliverable 2 – Action Planning – individual interviews with Council Members and key leadership staff. Conduct SWOT analysis with each person.
- Deliverable 3 – Summary Report review with Town Manager and Mayor to prepare for retreat.
- Deliverable 4 – 2-day planning session to focus on rapport building, progress made, establishing a high-performing team, and the strategic planning process.
- Deliverable 5 – Summary report of the planning session that can be used to draft the 5-year plan.

COMMUNITY INPUT:

There has been no community input at this stage but community stakeholder input will be included in the planning process.

BUDGET/STAFF IMPACT:

The GPS proposal is \$26,505.

The proposal from June Ramos is \$12,500.

In addition to the costs for either contractor, the Town will need to account for facility rentals and food for the workshop days. Travel expenses will be billed separately for each consultant. GPS is located in Denver. June Ramos is located in NM.

The 2026 Town Council budget has the following allocated:

- \$18,500 for professional services – specifically for strategic plan updates
- \$6,500 for a Town Council retreat

TOTAL: \$25,000

Additional budgeted line items that can be reallocated for strategic planning include:

- \$1,000 for Town Council general meeting expenses
- \$5,250 for Town Council travel expenses
- \$4,000 for Town Council trainings

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

This effort directly supports development of the Town's next Five-Year Strategic Plan and reinforces transparent, collaborative, and strategic decision-making.

RECOMMENDED ACTION OR PROPOSED MOTION:

Staff recommends Town Council contract with Government Performance Services to develop the next 5-year Town of Eagle Strategic Plan if a more comprehensive planning approach and document is desired. If Council wishes to spend more time developing a strong team rapport for successful governance moving forward, staff recommends contracting with June Ramos Associates.

Proposed motion for Brian Pool & GPS: Move to accept the work plan developed by Government Performance Services and direct staff to contract the firm for the Town's 2026 strategic planning work.

Proposed motion for June Ramos Associates: Move to accept the scope of work developed by June Ramos Associates, LLC and direct staff to contract the firm for the Town's 2026 strategic planning work.

ATTACHMENTS:

- [Government Performance Services \(GPS\) - Strategic Planning Workbook](#)
- [June Ramos Associates Statement of Work](#)

Scope of Work: Town of Eagle Strategic Plan								
Purpose: The Town of Eagle (TOE) plans to engage in an inclusive strategic planning process to create its next plan. Timing is of the essence because the plan will benefit from deep experience, the Town Council is newly-elected, and several staff member positions have recently turned over. Outputs: 1) A consensus strategic framework ("strategy on a page") that can be used to engage stakeholders (staff, partners, legislature, community members, etc) and keep the strategy accessible and fresh 2) A strategic plan document which contains the specific goals and targets, as well as the rationale, key milestones, ownership, and dependencies 3) A roadmap showing the duration of planned efforts and the interactions between them 4) An implementation plan with action, owners, and timing for each near-term priority projects 5) Governance plan is included, but actual implementation governance is excluded for now Assumptions: - TOE's vision, mission, and values are up for review. - GPS and the TOE have agreed on a February 2026 start. The process typically requires 4 months. - There may be overlap in individual estimates that can be ironed out; GPS is happy to bill actuals or offer deliverable-based pricing.								
Phase	Activities <i>(Optional shown in italics)</i>	Potential Deliverable(s)	Timeline	Units	Consulting Hours Per Unit	Hourly Rate	Estimate	Phase Totals
Phase 1: Mobilize Support and Establish Project Management <i>Set up the effort for success by establishing a practical plan and clear expectations</i>	Review current strategies, priorities, goals, and metrics and identify key areas of continuation and evolution (what's still relevant and what is "mission accomplished")	Understanding of current strategies, goals and performance measures	Feb	1	2	\$ 285	\$ 570	
	Develop a detailed project plan	Project plan	Feb	1	2	\$ 285	\$ 570	
	Conduct a formal kickoff meeting with the Strategic Planning Team (Leadership Team plus Council members) to confirm the timeline, discuss roles, and establish clear expectations for engagement	Kickoff document	Feb	1	5	\$ 285	\$ 1,425	
	Partner to establish meeting invitations for the initial listening activities and standing meetings	Scheduling support	Feb	1	2	\$ 285	\$ 570	
	Conduct bi-weekly meetings with the Town and Deputy Manager and GPS to advance the project	Meeting agendas and summary	Feb-May	8	1.5	\$ 285	\$ 3,420	
								\$ 6,555
Phase 2: Inform the Strategy <i>Engage stakeholders to gather perspectives on priorities, issues, and opportunities</i>	Build interview and focus group guides with core questions for all and variations at the right level for each of the audiences	Interview & focus group guide	Feb	1	2	\$ 285	\$ 570	
	Internal: Facilitate up to 10 one-on-one virtual interviews with each Council member and senior leader to understand their perspective on issues, opportunities, and priorities	Interviews and notes for up to 10 elected officials & leaders	Feb-Mar	10	1	\$ 285	\$ 2,850	
	Internal: Facilitate 2 virtual focus groups with Town staff in Town to identify dynamics, issues, and opportunities (housing, tourism, business development etc.)	Facilitation and notes for 2 TOE staff groups	Feb-Mar	2	3	\$ 285	\$ 1,710	
	External: Facilitate 1 virtual workshop with 3-4 existing advisory groups (Economic Vitality Committee, Marketing and Events Advisory Committee, Open Space & Recreation Advisory Committee, and possibly Downtown Development Authority)	Facilitation and notes for 1 external workshop	Feb-Mar	1	3	\$ 285	\$ 855	
	Develop a summary with key internal and external themes and aligned issues and opportunities	Thematic summary (~5 page document)	Mar	1	6	\$ 285	\$ 1,710	
								\$ 7,695
Phase 3: Synthesize the Strategic Framework <i>Use workshops and small group meetings to create the framework and high-level roadmap and then refine based on feedback</i>	Hold 2 one-day, in-person workshops with the Strategic Planning Team to 1) Review the listening summary 2) Prioritize opportunities 3) Develop a draft strategic framework with mission, vision, values, priorities and goals 4) Outline potential projects to advance 5) Build the high-level roadmap & implementation plan	Workshop materials and facilitation	Mar-Apr	2	12	\$ 285	\$ 6,840	
	Summarize all feedback and share with the Strategy Team to determine which feedback to incorporate and what to not act upon	Feedback summary;	Apr	1	5	\$ 285	\$ 1,425	
								\$ 8,265

Phase 4: Develop Implementation Plans and Governance <i>Mobilize support for projects, refine implementation plans, and establish clear expectations for roll-out and tracking</i>	Develop governance plan to guide implementation cadence and process to make structured changes to the strategic plan over time (monthly, quarterly, semi-annually, annually etc)	Governance plan	May	1	4	\$ 285	\$ 1,140	
	Synthesize plan (Write the document; share for edits; refine based upon feedback)	Draft and finalized Strategic Plan, Roadmap & Implementation Plan	May	1	10	\$ 285	\$ 2,850	
								\$ 3,990
						Total	\$ 26,505	\$ 26,505

**J. RAMOS ASSOCIATES, LLC
STATEMENT OF WORK**



CLIENT: Melissa Daruna, Assistant Town Manager
Town of Eagle
200 Broadway
PO Box 609
Eagle, CO 81631

FROM: June E. Ramos, J Ramos Associates, LLC

CONTRACT DATE: January 6, 2026

SITUATIONAL ANALYSIS:

The Town of Eagle is interested in a facilitated strategic planning session with the Town Council in early 2026, building upon the work completed at the Town Council Retreat on May 7, 2025. While a number of broad initiatives have been identified, it is important that the newly-elected council members provide input and weigh in on as well as feel ownership to the strategic initiatives for the next five years – in the development of the 5-Year Strategic Plan. Prioritization of the initiatives is also a critical deliverable at this session.

The November 2025 election will bring in four new council seats as well as the mayoral position. As a result, a portion of the planning session will be devoted to building a strong council team, with a focus on tips and techniques for creating collaboration, positive civil discourse, and communication strategies to manage disagreement and build consensus when applicable (e.g., executive sessions).

The following process is identified to achieve the goals identified above in a two-day workshop/planning session. The process and goals will be refined and finalized in the agenda planning session, described below.

To achieve the items below, some processes will occur using Zoom/MS Teams or desired city video meeting format. The proposed two-day planning session will be held in a face-to-face setting.

DELIVERABLES AND PROCESS:	
1.	Initial planning session with town manager/staff to finalize process and logistics– Also consider the Mayor to be a part of this discussion. (Zoom/Teams – 1.0 to 1.5 hours)
2.	Action Planning Individual Interviews via video-based Zoom/MS Teams – (Seven council members, town manager, and assistant town manager. Others may be added as needed and the project pricing will be adjusted.)

DELIVERABLES AND PROCESS:
a. Ramos to conduct one-on-one interviews with the identified individuals above, to gain insight into priorities, get to know council members and allow them to become comfortable with Ramos as facilitator, set the context for success, and prepare individuals for pre-work to be completed in advance of the session (e.g., SWOT Analysis, identification of top initiatives/priorities, etc.) <i>**Doing individual council SWOT analysis in advance of the planning session will allow council members to begin thinking about their priorities and initiatives, as well as to save time during the session, giving time to focus on other discussion items. At the planning session, Council will review the summarized SWOT Analysis and we will then discuss and prioritize the data as part of the strategic planning process.</i> b. Ramos will aggregate interview and SWOT analysis data into a summary report which will be used at the Council planning session, as well as the agenda session in item #3 below.
3. Review summary report data with Town Manager, Assistant Manager, and Mayor to finalize agenda (1.0 to 1.5 hours)
4. Ramos to facilitate the two-day planning session at an off-site location. Overarching agenda items include, but are not limited to the following: a. Rapport building – setting the stage for success b. Current State Review – i. Review Town Vision/Mission/Values to align discussion and focus for the remainder of the planning session ii. Presentations by Manager and Directors iii. Q/A session c. Building a High Performing Team i. Elements of a high performing team (using 5 Dysfunctions of a Team, the model by Patrick Lencioni) ii. Tools and tips for civil discourse, building collaboration, and managing disagreement iii. Building working agreements for communication and team success, along with a discussion on holding each other accountable to the agreements d. Strategic Planning Process i. Review of interview data – identifying key themes, as well as show alignment and gaps in Council members thinking about the future and five-year plan ii. SWOT Analysis 1. Review of the SWOT Analysis 2. Evaluating and prioritizing the SWOT iii. Brainstorming, discussion, and building agreement on future goals, objectives, and initiatives iv. Prioritization of key goals and initiatives e. Next steps/Action planning

DELIVERABLES AND PROCESS:	
5.	Following the planning session, Ramos will provide a written summary document to Council and staff with the highlights of the discussions, summarized action steps, documented priorities and initiatives, etc. Staff can then take the report and turn it into a final 5-Year Strategic Planning document for distribution.

PROJECT FEE:

- Total Fee – \$12,500.00
- Travel and Expenses – Billed separately

CONFIDENTIALITY:

Ramos will hold information confidential to the client and will sign any necessary Confidentiality or Non-Disclosure Agreements.

APPROVAL – via email:

If you agree to the above arrangements, please sign and e-mail the scanned, signed copy to jramosassoc@mindspring.com.

I have read the above agreement and acknowledge that it correctly sets forth the arrangement for the engagement of services of June Ramos, J Ramos Associates, LLC for handling the matters set forth above. I agree to the terms and conditions set forth in the preceding letter on this ____ day of _____, 2025.

By: _____

Title: _____

Organization: _____



To: Mayor and Town Council

From: Melissa Daruna, Assistant Town Manager

Date: January 13, 2026

Agenda Item: Resolution 05, Series 2025 - A Resolution of the Town Council of the Town of Eagle, Colorado Appointing Council Members to Various Community and Advisory Committees.

REQUEST: Staff requests Town Council review the appointments listed in the resolution. Council will consider and appoint members to any boards and commissions not listed on this resolution at a future meeting.

BACKGROUND: Town Council appoints representatives and members to various community boards, commissions and advisory committees. These appointments happen annually or as needed. All Council members are encouraged to serve on at least one board or committee. Some boards and committees may have staff or other community members appointed to them as well. Attached to this memo is a list of all currently active committees with Council appointments. Resolution 05-2026 serves to appoint only a few of the committees. Additional appointments will be made in a future meeting.

ANALYSIS: Staff have prepared a few recommendations for appointments as noted in the resolution, based on discussions with Council.

COMMUNITY INPUT: None.

BUDGET / STAFF IMPACT: None.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED: Participation on the various boards and commissions directly supports the Town's strategic plans and goals.

RECOMMENDED ACTION OR PROPOSED MOTION: Motion to Approve Resolution 05, Series 2025 "A Resolution of the Town Council of the Town of Eagle, Colorado Appointing Members to Various Boards and Commissions."

ATTACHMENTS:

1. Resolution 05 - 2026 Appointing Members to Boards and Commissions
2. Board Committees 2026

**TOWN OF EAGLE, COLORADO
RESOLUTION NO. 05
(SERIES 2026)**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO,
APPOINTING MEMBERS TO VARIOUS BOARDS AND COMMISSIONS**

WHEREAS, the Town Council has several boards and commissions requiring participation from council members; and

WHEREAS, various boards and advisory committees require a Town of Eagle appointment per their charters or bylaws; and

WHEREAS, the Town Council has three newly elected members eligible to serve on the various boards and commissions; and

WHEREAS, the Town Council has reviewed and approves the appointment to some of the various volunteer boards as listed below; and

WHEREAS, the Town Council will review additional board and commission appointments not listed here at a future meeting; and

NOW, THEREFORE, BE IT RESOLVED BY THE EAGLE TOWN COUNCIL:

Section 1. The following is an updated listing of those appointed or reappointed to the following boards and commissions:

<u>Organization Name</u>	<u>Member</u>	<u>2nd Member/Alternate</u>
CC4CA (Colorado Communities for Climate Action)	Gina McCrackin	
CAC (Climate Action Collaborative)	Gina McCrackin	
Downtown Development Authority	Bryan Woods	
Eagle Valley Transportation Authority / ECO Transit Advisory Board	Bryan Woods	Jamie Woodworth Foral
Economic Vitality Committee	Casey Glowacki	
MEAC	Jamie Woodworth Foral	
NWCCOG	Scott Schreiner	
Open Space and Recreation Advisory Committee	Jamie Woodworth Foral	

INTRODUCED, READ, PASSED, AND ADOPTED at a regular meeting of the Town Council of the Town of Eagle, Colorado, held on January 13, 2026.

TOWN OF EAGLE, COLORADO

By: _____
Bryan Woods, Mayor

ATTEST:

Melissa Daruna, Acting Town Clerk

EAGLE TOWN COUNCIL COMMITTEES

<u>Organization Name</u>	<u>2025 Member</u>	<u>Alernate</u>	<u>2026</u>	<u>Term</u>
Affordable Housing	Geoff Grimmer		TBD	Until Replaced/Annual
Affordable Housing – Eagle County	Geoff Grimmer		TBD	
CC4CA	Geoff Grimmer		Gina McCrackin	Until Replaced/Annual
CAC			Gina McCrackin	
Club 20	Larry Pardee		Melissa / TBD	
CML Policy and Legislative Committee	Geoff Grimmer		TBD	Until Replaced/Annual
Downtown Development Authority	Bryan Woods		Bryan Woods	Until Replaced/Annual
Eagle County Housing and Development Authority Advisory Committee (ECHDA)	TJ Davis		TJ Davis	By Resolution
Eagle Ranch Housing Corporation	Nikki Davis	Jamie Woodworth Foral		2025 By Resolution (two year terms even years)
Eagle Ranch Wildlife Committee	Tom Gosiorowski			Until Open Space Manager/Coordinator is hired
Eagle Recreation Facility Advisory Corporation Board	Tom Gosiorowski	Scott Turnipseed	Tom Gosiorowski	Until Replaced/Annual
Eagle Valley Transportation Authority (CORE)	Bryan Woods	Jamie Woodworth Foral	Bryan Woods	By Resolution
Economic Vitality Committee	Bryan Woods		Casey Glowacki	Until Replaced/Annual
MEAC	Jamie Woodworth Foral		Jamie Woodworth Foral	Until Replaced/Annual
NWCCOG	Geoff Grimmer	Larry Pardee	Scott Scrheiner	January Annually
Open Space and Recreation Advisory Committee	Ellen Bodenhemier		Jamie Woodworth Foral	Until Replaced/Annual
Vail Valley Partnership Economic Advisory	Geoff Grimmer		TBD	Until Replaced/Annual