



Town Council
Tuesday, February 10, 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 meeting

Join: <https://teams.microsoft.com/meet/25417341734348?p=i8BP4pKHGiaTmkL9to>

Meeting ID: 254 173 417 343 48

Passcode: DP7oD7dD

[Need help?](#) | [System reference](#)

Dial in by phone

[+1 469-770-0416,,832000472#](#) United States, Kaufman

[Find a local number](#)

Phone conference ID: 832 000 472#

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

CALL TO ORDER - 6:00 PM

ROLL CALL

CONFLICT OF INTEREST DISCLOSURE

ADOPTION OF AGENDA *Opportunity for amendment or deletions to the agenda.*

PUBLIC COMMENT - 6:05 PM *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.

PRESENTATIONS *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.*

1. Greater Eagle Fire Protection District regarding Building Heights, Randy Cohen

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. Bill Schedule
3. Resolution 06, Series 2026 – A Resolution of the Town Council of the Town of Eagle, Colorado Approving a Contract with Tyler Technologies for Land Use Files and Building Permits
4. 2025 Audit Engagement Letter

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

1. Town Manager Update
2. Department Update

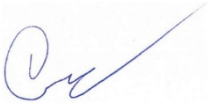
BUSINESS ITEMS- 6:25 PM *Items and / or Public Hearings are listed under Business may be old or new and may require review or action by the council.*

1. Town of Eagle Operations - Work Session Continuation
 - a. Public Works Presentation
 - b. Police Department Presentation
2. Haymeadow Trailhead Park Planning Update
3. Ordinance 02, Series 2026, An Ordinance of the Town of Eagle, Colorado, Amending Ordinance No. 25, Series 2020 to Include Additional Property Within the Boundaries of the Eagle Downtown Development Authority Pursuant to C.R.S. 31-25-822.
4. Ordinance 04, Series 2026- "An Ordinance of the Town Council of the Town of Eagle, Colorado, Amending Chapter 5.16 of the Eagle Municipal Code for the Purpose of Streamlining the Application Process for a Retail Tobacco License."
5. Direction on the Grand Ave. Grill site

COUNCIL DISCUSSION AND FUTURE AGENDA ITEMS- 7:50 PM *Council will use this time to propose future agenda items, provide updates on Council Committees, and address general discussion items.*

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.



Camille Deering
Town Clerk

PUBLIC WIFI – Town of Eagle Public Wi-Fi



MEETING MINUTES
Town Council
Tuesday, January 27, 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 was an in-person meeting using Teams.*

CALL TO ORDER

Mayor Woods called the meeting to order at 6:03 p.m.

ROLL CALL

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT

STAFF PRESENT

Melissa Daruna, Interim Town Manager
Richard Peterson-Cremer, Town Attorney
Camille Deering, Town Clerk
Rachel Tand, Finance Director/Treasurer
Carrie Buhlman, Police Chief
Tom Gosiorowski, Public Works Director
Lynette Horan, Human Resources Manager
Jessica Lake, Senior Planner
Sydney Dynek, Planner
Alex Smiley, Open Space & Trails Manager
Ryan Goebel, IT Analyst
Kevin Aoki, Information Technology Manager

CONFLICT OF INTEREST DISCLOSURE

No conflicts of interest were disclosed.

ADOPTION OF AGENDA

MOTION: Council Member Jamie Woodworth Foral motioned to amend the agenda to discuss the process of appointing a town manager after the executive session. The motion was seconded and passed with a vote of 7 in favor (Grimmer, Glowacki, McCrackin, Atkins, Woods, Woodworth Foral, Schreiner) and 0 opposed.

PUBLIC COMMENT

- Jason Boston- Gypsum- Announced his candidacy for Eagle County Sheriff in 2026, outlining his background in public service and law enforcement. His vision for the office includes priorities such as organizational structure, adequate staffing, community trust, equitable policing, and technology integration.
- David Schemf- 530 W 5th Street- Inquired about the status of the Grand Ave project and if there is collaboration between the Town of Gypsum and the Town of Eagle on the proposed I-70 airport interchange. Schemf also raised concerns about speeding trucks on Grand Avenue in the early morning. Council directed Schemf to speak with staff about his concerns.
- Todd Morrison- 127 Seven Hermits- Asked questions about the budget for capital projects and building height restrictions. He believes the Town of Eagle needs to be more realistic about building height restrictions allowing increased density in the downtown area. He also expressed frustration with the lack of communication from town staff due to staff turnover and how it is negatively impacting his projects.

PRESENTATIONS

1. Downtown Development Authority

Greg Schroeder expressed the DDA's interest in drafting an ordinance imposing a vacancy fee to encourage property owners in the downtown area to use their vacant buildings. Council discussed the implications of a vacancy fee or tax, referencing TABOR constraints. They noted that the appropriate instrument, a fee or a tax, would require further analysis and that commercial vacancy is a town-wide problem. They agreed that staff should conduct additional research on similar programs in other communities and integrate the topic into the upcoming strategic planning process.

CONSENT AGENDA

MOTION: Council Member Scott Schreiner motioned to approve the consent agenda. The motion was seconded and passed with a vote of 7 in favor (Grimmer, Glowacki, McCrackin, Atkins, Woods, Woodworth Foral, Schreiner) and 0 opposed.

1. Minutes

2. Capitalization and Capital Funds Update

3. Resolution 8, Series 2026, "A Resolution of the Town Council of the Town of Eagle, Colorado, Approving a Professional Services Agreement with Walking Mountains for Energy Efficiency Rebates."

4. 2026 Budget Final Draft

STAFF REPORTS

1. Town Manager Update

Council Member Schreiner commented that he supports the idea of USPS cluster boxes to improve mail service within Eagle. He was happy to see movement on solutions. Mayor Woods added that he spoke with

Representative Neguse recently on this issue, and while hopeful, wants to control expectations because similar projects have fallen through.

BUSINESS ITEMS

1. Ordinance 03, Series 2026. An Ordinance of the Town of Eagle, Colorado, Authorizing an Underground Right-of-Way Easement on Town Property for the Purpose of the Relocation of an Underground Power Line Owned by the Holy Cross Energy Company.

Jessica Lake presented this item. There was no further discussion by Council and there was no public comment.

MOTION: Council Member Scott Schreiner motioned to approve Ordinance 03, Series 2026 "An Ordinance of the town council of the Town of Eagle, Colorado, Authorizing an Underground Right-of-Way Easement on Town Property for the Purpose of the Relocation of an Underground Power Line Owned by the Holy Cross Energy Company." The motion was seconded and passed with a vote of 7 in favor (Grimmer, Glowacki, McCrackin, Atkins, Woods, Woodworth Foral, Schreiner) and 0 opposed.

2. Resolution 07, Series 2026, "A Resolution of the Town Council of the Town of Eagle, Colorado, Authorizing the Allocation of Additional Funds to the Eagle Bike Park."

Rachel Tand and Alex Smiley presented this item. Rachel explained the rationale for requesting funds from the Sales Tax Capital Improvement Fund rather than the general fund or open space fund, noting that the latter had limited capacity and that the capital fund was designed for recreational improvements. Council discussed the issue of an additional annual cost to the Town budget and if the bike park is worth the cost. Council member Woodworth Foral cited the high usage of the park in the summer and also noted that VVMTA, the organization doing the maintenance, also provides significant volunteer contributions to the Town on other trails and projects. Council clarified that the approval of funds was for the current year only, and ongoing maintenance requests will be reviewed annually.

Mayor Woods opened the discussion for public comment:

- Jake Roach, 2474 Eagle Ranch Road- Informed council that federal funds that could help with the maintenance costs have been frozen, and it is important for towns with an active bike community like Eagle to support the bike park that is used by a lot of kids and bike enthusiasts.
- Todd Morrison, 127 Seven Hermits- Asked how much revenue was lost due to the tobacco flavor ban, implying that those lost funds could have helped fund the maintenance costs.

MOTION: Council Member Gina McCrackin motioned to approve Resolution 07, Series 2026, "A Resolution of the Town Council of the Town of Eagle, Colorado, Authorizing the Allocation of Additional Funds to the Eagle Bike Park." The motion was seconded and passed with a vote of 6 in favor (Glowacki, McCrackin, Atkins, Woods, Woodworth Foral, Schreiner) and 1 opposed (Grimmer).

3. Resolution 09, Series 2026, A Resolution of the Town Council of the Town of Eagle, Colorado Appointing Members to Various Boards and Committees

Council conducted the annual appointment of council members to various boards and committees, with council members volunteering for roles, discussing the necessity of alternates, and addressing specific committee functions and public input.

Council appointed members to the following committees:

Organization Name	Member	Alternate
Affordable Housing- Eagle County	Scott Schreiner	Bryan Woods
CML Policy and Legislative Update	Andrew Atkins	-
Eagle Ranch Housing Corporation	Jamie Woodworth Foral	Geoffrey Grimmer
Eagle Ranch Wildlife Committee	Geoffrey Grimmer	-
Eagle Recreation Facility Advisory Corp Board (EPIR)	Tom Gosiorowski	-
VVP Economic Advisory Committee	Gina McCrackin	Bryan Woods
Colorado Association of Ski Towns (CAST)	Casey Glowacki	-

MOTION: Council Member Casey Glowacki motioned to approve Resolution 09, Series 2026, "A Resolution of the Town Council of the Town of Eagle, Colorado, Appointing Members to Various Boards and Committees." The motion was seconded and passed with a vote of 7 in favor (Grimmer, Glowacki, McCrackin, Atkins, Woods, Woodworth Foral, Schreiner) and 0 opposed.

4. \$50,000 Local Planning Capacity New Incentive Grant
Jessica Lake presented this item. The Department of Local Affairs (DOLA) needs information on how the Town wants to spend the \$50,000 awarded. Staff recommended using the funds for the comprehensive plan update to maintain eligibility for Prop 123 funds. After discussion, Council members agreed with the staff recommendation, and if any funds are left over, they would decide on another option to put it towards.

COUNCIL DISCUSSION AND FUTURE AGENDA ITEMS

Town IT staff member Ryan Goebel briefed the council on plans to implement an electronic voting system for council meetings, detailing the use of badge-based logins, digital nameplates, and automated vote recording. The system would prevent vote changes based on others' responses, improve accuracy in recording votes, and address issues with inaudible verbal votes. The council supported the implementation and planned to begin testing in February.

Council discussed what should be done with the Grand Avenue Grill Property. Options include demolishing the property to create more parking space or allowing food trucks to park and provide service. It is too costly to renovate the building. Tom Gosiorowski was instructed to prepare a proposal for demolition and provide a timeline.

Council Member McCrackin would like her name corrected in the last meeting minutes. There are a few misspellings.

EXECUTIVE SESSION - 7:23 PM

1. To discuss the purchase, acquisition, lease, transfer or sale of any real, personal or other property interest under C.R.S Section 24-6-402(4)(a) regarding a real estate proposal for purchasing 228 Broadway.
2. An executive session pursuant to §24-6-402(4)(b), C.R.S., for a conference with the town attorney for the purposes of receiving legal advice on specific legal questions, more specifically regarding the legal requirements and process for appointing a Town Manager.

Executive Session concluded at 8:15pm

ADDITIONAL BUSINESS ITEMS (Amended)

1. Town Manager Appointment Discussion

The Council, following a briefing from the town attorney, directed staff to prepare a job description and scheduled the initiation of the town manager appointment process for the February 24th meeting

ADJOURN

MOTION: Council Member Gina McCrackin motioned to adjourn the meeting at 8:23pm. The motion was seconded and passed with a vote of 7 in favor (Grimmer, Glowacki, McCrackin, Atkins, Woods, Woodworth Foral, Schreiner) and 0 opposed.

Date:
2/10/2026

Bryan Woods, Mayor

Camille Deering, Town Clerk

**BILL SCHEDULE
JANUARY 2026**

GENERAL FUND

Town Council

Pinnacol Assurance	Worker's Compensation	\$	38.74
JB T-Shirts Silkscreen & Embroidery	Uniforms		674.00
Colorado Municipal League	Tuition & Books		149.00
Cirsa	Insurance		260.70
Buddy Werner	Community Requests		967.00
Eagle Climbing + Fitness, LLC	Community Requests		408.00
Eagle County Historical Society	Community Requests		1,417.00
Eagle River Youth Coalition	Community Requests		708.00
Eagle Valley High School	Community Requests		250.00
Golden Eagle Site Council	Community Requests		1,292.00
Grandeers Rising Stars Sports Fund	Community Requests		583.00
Literacy Project, The	Community Requests		417.00
Mountain Pride	Community Requests		250.00
Small Champions, Inc.	Community Requests		917.00
The Cycle Effect	Community Requests		1,783.00
Vail Valley Charitable Fund	Community Requests		792.00
Vail Valley Works	Community Requests		333.00
Youth Power 365	Community Requests		583.00
Total Town Council		\$	11,822.44

General Government

Pinnacol Assurance	Worker's Compensation	\$	536.93
Rocky Mountain Reserve LLC	Health & Insurance Benefits		10.37
Amazon Capital Services	Office Supplies		23.14
Cintas Corporation	Office Supplies		16.40
Costco	Office Supplies		38.13
JB T-Shirts Silkscreen & Embroidery	Uniforms		146.00
Colorado Municipal League	Dues & Subscriptions		5,814.00
Grammarly	Dues & Subscriptions		144.00
Northwest Colo Council Of Gov.	Dues & Subscriptions		10,206.43
Open AI	Dues & Subscriptions		20.00
Karp Neu Hanlon, PC	Legal - General		9,796.50
Village Bagel	Meeting Expense		237.31
Cirsa	Insurance		1,286.39
Total General Government		\$	28,275.60

General Administration

599 Gray Rock LLC	Utility Overpayment Refund		74.37
FLK Family Partnership LP	Utility Overpayment Refund		173.14
Smith, Garrett Or Betty Jean	Utility Overpayment Refund		56.39
Wyscarver, Todd Or Sarah	Utility Overpayment Refund		81.34
Greater Eagle Fire Protection Dist.	Fire Impact Fees Payable		3,726.59
Eagle Ranch Association	Facility Usage Fees Refund		370.00
Misc Reimbursable Income	Reimbursable Income		(627.07)
Pinnacol Assurance	Worker's Compensation		773.86
CEBT	Health & Insurance Benefits		4.50
Rocky Mountain Reserve LLC	Health & Insurance Benefits		23.79
Amazon Capital Services	Office Supplies		169.53
Cintas Corporation	Office Supplies		92.96

**BILL SCHEDULE
JANUARY 2026**

General Administration, cont.

Costco	Office Supplies	167.61
JB T-Shirts Silkscreen & Embroidery	Uniforms	145.00
CGFOA	Dues & Subscriptions	65.00
Costco	Dues & Subscriptions	37.82
Governmentjobs.Com	Dues & Subscriptions	1,269.21
U.S. Post Office	Dues & Subscriptions	162.00
Chase Paymentech	C.C. Transaction Fees	141.50
Xpress Bill Pay	C.C. Transaction Fees	90.04
Robert Half, Inc.	Professional Services	6,332.39
Karp Neu Hanlon, PC	Legal	261.00
Caselle, Inc.	Computer Support	1,860.50
Xpress Bill Pay	Computer Support	50.00
Moore, Tuwela	Travel	369.35
Robinson, Freida	Travel	342.80
City Market	Meeting Expense	92.54
Red Canyon Café	Meeting Expense	75.90
CGFOA	Tuition & Books	50.00
Colorado Municipal Clerks Asso.	Tuition & Books	180.00
Cirsa	Insurance	2,987.80
Cirsa	Insurance - Pavilion	1,415.12
Total General Administration		\$ 21,014.98

Community Development

Pinnacol Assurance	Worker's Compensation	4,058.49
Rocky Mountain Reserve LLC	Health & Insurance Benefits	42.70
JB T-Shirts Silkscreen & Embroidery	Uniforms	233.00
Eagle Valley Tire & Service	Vehicle Repair & Maintenance Supplies	3,084.00
Integra Auto Repair	Vehicle Repair & Maintenance Supplies	606.31
Performance Auto	Vehicle Repair & Maintenance Supplies	55.39
Fleet Services	Vehicle Fuel	114.74
Baseline Engineering Corporation	Professional Services	217.00
Baseline Engineering Corporation	Planning Reimbursable	4,511.75
Column Software, PBC	Planning Reimbursable	37.16
Karp Neu Hanlon, PC	Planning Reimbursable	1,360.00
Red Mountain Environmental, LLC	Planning Reimbursable	1,526.25
Karp Neu Hanlon, PC	Legal	3,625.50
Eagle Valley Tire & Service	Repair & Maintenance Services	1,037.50
Integra Auto Repair	Repair & Maintenance Services	1,267.15
Performance Auto Center	Repair & Maintenance Services	65.00
Meritage Systems	Computer Support	5,700.00
Wave Pro	Computer Support	16.00
City Market	Meeting Expense	34.93
Pazzo's Pizzeria	Meeting Expense	280.58
Forza Consultants LLC	Contract Services	1,487.50
Cirsa	Insurance	3,908.01
Total Community Development		\$ 33,268.96

Municipal Court

Pinnacol Assurance	Worker's Compensation	81.08
Rocky Mountain Reserve LLC	Health & Insurance Benefits	0.61

**BILL SCHEDULE
JANUARY 2026**

Municipal Court, cont.

JB T-Shirts Silkscreen & Embroidery	Uniforms	29.00
Gendelman Klimas, Ltd	Legal	990.00
Caselle, Inc.	Computer Support	317.00
Ace Security And Safety Services LLC	Contract Payments	400.00
Cirsa	Insurance	207.93
Total Municipal Court		\$ 2,025.62

Streets

Pinnacol Assurance	Worker's Compensation	29,448.18
CEBT	Health & Insurance Benefits	256.20
Rocky Mountain Reserve LLC	Health & Insurance Benefits	34.77
Cintas Corporation	Office Supplies	50.37
Costco	Office Supplies	60.70
Alpine Lumber Company	Repair & Maintenance Supplies	67.87
Brantley Distributing LLC	Repair & Maintenance Supplies	85.23
Collett Enterprises	Repair & Maintenance Supplies	297.42
Glenwood Springs Auto Parts Inc (Napa)	Repair & Maintenance Supplies	355.53
Grainger	Repair & Maintenance Supplies	549.68
Gypsum Ace Hardware LLC	Repair & Maintenance Supplies	213.31
Hardline Equipment	Repair & Maintenance Supplies	4,766.44
Lawson Products	Repair & Maintenance Supplies	787.82
Rexel USA, Inc	Repair & Maintenance Supplies	131.25
CO Dept. of Motor Vehicle	Vehicle Repair & Mtn Supplies	11.90
Glenwood Springs Auto Parts Inc (Napa)	Vehicle Repair & Mtn Supplies	102.79
Novus Glass Repair & Replacement	Vehicle Repair & Mtn Supplies	214.20
Fleet Services	Vehicle Fuel	1,701.91
Autel.Com	Dues & Subscriptions	795.00
Holy Cross Energy	Utility Services	402.10
Eagle County Solid Waste & Recycling	Repair & Maintenance Services	470.00
Novus Glass Repair & Replacement	Repair & Maintenance Services	355.00
Utility Notification Center Of Colorado	Repair & Maintenance Services	64.41
Caselle, Inc.	Computer Support	21.20
Caterpillar Financial Services	Winter Snow Equipment Rental	12,267.58
Procom	CDL Testing	150.00
Cirsa	Insurance	32,077.74
Total Streets		\$ 85,738.60

Public Safety

Pinnacol Assurance	Worker's Compensation	76,694.27
Rocky Mountain Reserve LLC	Health & Insurance Benefits	103.70
Alpine Lumber Company	Operating Supplies	136.24
Amazon Capital Services	Operating Supplies	115.07
Compressed Air	Operating Supplies	72.45
Galls, LLC	Operating Supplies	19.58
Gypsum Ace Hardware LLC	Operating Supplies	26.43
Zazzle	Operating Supplies	107.38
Zero9 Holsters	Operating Supplies	50.45
Galls, LLC	Uniforms	207.30
Fleet Services	Vehicle Fuel	3,041.81
Amazon Capital Services	Equipment (Non-Capital)	1,273.62

**BILL SCHEDULE
JANUARY 2026**

Public Safety, cont.

Cardio Partners Inc.	Equipment (Non-Capital)	5,136.00
USIQ Inc.	Equipment (Non-Capital)	4,272.00
Galls, LLC	Communication & Shipping	7.99
AFP	Dues & Subscriptions	100.00
NordicTrack	Dues & Subscriptions	560.50
AT&T Mobility	Utility Services	1,623.51
Eagle Valley Commercial, LLC	Professional Services	350.00
Psychological Dimensions, LLC	Professional Services	300.00
Karp Neu Hanlon, PC	Legal	232.00
United Airlines	Travel	1,561.49
University Of Denver	Training & Travel - Grants	8,400.00
Axon Enterprise, Inc.	Tuition & Books	895.00
Cameo Shooting Complex	Tuition & Books	290.00
FBI-LEEDA	Tuition & Books	2,500.00
Matthew Bender & Co	Tuition & Books	126.43
Axon Enterprise, Inc.	Axon Supplies & Services	542.98
Eagle County Animal Control	Contract Payments	6,917.00
Thomas Nelson	Contract Payments	195.00
Transunion Risk & Alternative Data Solution	Contract Payments	110.00
Cirsa	Insurance	117,217.59
Total Public Safety		\$ 233,185.79

Buildings & Grounds

Pinnacol Assurance	Worker's Compensation	17,035.76
CEBT	Health & Insurance Benefits	256.20
Rocky Mountain Reserve LLC	Health & Insurance Benefits	34.47
Cintas Corporation	Office Supplies	50.37
Costco	Office Supplies	60.70
Alpine Lumber Company	Repair & Maintenance Supplies	697.41
Amazon Capital Services	Repair & Maintenance Supplies	36.98
Collett Enterprises	Repair & Maintenance Supplies	86.63
Ferguson Enterprises, Inc.	Repair & Maintenance Supplies	73.24
Geary Pacific Corporation	Repair & Maintenance Supplies	168.98
Glenwood Springs Auto Parts Inc (Napa)	Repair & Maintenance Supplies	31.75
Gypsum Ace Hardware LLC	Repair & Maintenance Supplies	127.22
Home Depot	Repair & Maintenance Supplies	139.96
Pet Pick-Ups	Repair & Maintenance Supplies	910.55
Rexel USA, Inc	Repair & Maintenance Supplies	108.34
Sherwin-Williams Company, The	Repair & Maintenance Supplies	49.99
Summit Supply Corporation	Repair & Maintenance Supplies	354.00
Vermeer	Repair & Maintenance Supplies	373.94
Glenwood Springs Auto Parts Inc (Napa)	Vehicle Repair & Mtn Supplies	58.89
Fleet Services	Vehicle Fuel	706.02
HD Supply Formerly Home Depot Pro	Janitorial Supplies	229.02
Black Hills Energy	Utility Services	4,016.68
Holy Cross Energy	Utility Services	698.46
Eagle County Solid Waste & Recycling	Repair & Maintenance Services	470.00
Sno-White Linen Rental	Repair & Maintenance Services	308.28
Trane U.S.	Repair & Maintenance Services	5,521.00
Caselle, Inc.	Computer Support	21.20

**BILL SCHEDULE
JANUARY 2026**

Buildings & Grounds, cont.

TK Elevator Corp.	Contract Payments	843.32
Cirsa	Insurance	86,801.51
Total Buildings & Grounds		\$ 120,270.87

Information Center

Pinnacol Assurance	Worker's Compensation	36.94
Cirsa	Insurance	58.12
Total Information Center		\$ 95.06

Events

Pinnacol Assurance	Worker's Compensation	5,179.20
Rocky Mountain Reserve LLC	Health & Insurance Benefits	10.07
Amazon	Office Supplies	112.86
JB T-Shirts Silkscreen & Embroidery	Uniforms	146.00
Amazon	Equipment (Non-Capital)	118.98
Apple.com	Dues & Subscriptions	12.02
Canva	Dues & Subscriptions	29.49
Canela Coffee	Meeting Expense	72.50
City Market	Meeting Expense	67.60
Color Coffee	Meeting Expense	12.60
Pazzo's Pizzeria	Meeting Expense	276.65
Starbucks	Meeting Expense	14.55
Yeti's Grind	Meeting Expense	6.90
Colorado Music Foundation	Events	9,700.00
Mountain Tots Preschool	Events	500.00
Porchlight Players	Events	1,500.00
Danger Mountain LLC	Event Production	1,000.00
Everyday Outfitters	Event Production	30.00
Sign Gypsies	Event Production	120.00
Summit Cleaners	Event Production	32.62
Swank Motion Pictures, Inc.	Event Production	1,955.00
Cirsa	Insurance	956.74
Total Events		\$ 21,853.78

Engineering

Pinnacol Assurance	Worker's Compensation	6,415.21
CEBT	Health & Insurance Benefits	256.20
Rocky Mountain Reserve LLC	Health & Insurance Benefits	14.64
Cintas Corporation	Office Supplies	50.36
Costco	Office Supplies	60.69
Fleet Services	Vehicle Fuel	57.82
Cirsa	Insurance	2,282.93
Total Engineering		\$ 9,137.85

Information Technology

Pinnacol Assurance	Worker's Compensation	333.33
Rocky Mountain Reserve LLC	Health & Insurance Benefits	14.15
Amazon Capital Services	Office Supplies	32.00
Amazon Capital Services	Repair & Maintenance Supplies	88.66
Fleet Services	Vehicle Fuel	34.70

**BILL SCHEDULE
JANUARY 2026**

Information Technology, cont.

Century Link	Utility Services	4,578.08
Starlink	Utility Services	65.00
Verizon Wireless, Bellevue	Utility Services	5,407.18
Aspen Wireless Technologies, Inc.	Computer Support	312.50
Fortbend IT	Computer Support	4,856.07
Google	Computer Support	5.04
NinjaOne LLC	Computer Support	50.00
SHI International Corp	Computer Support	4,144.00
Yodek	Computer Support	288.00
Federated Wireless	Tuition & Books	599.00
Marlin Leasing Corporation	Contract Payments	1,379.71
Professional Document Solutions, Inc.	Contract Payments	223.44
Cirsa	Insurance	2,188.89
Total Information Technology		\$ 24,599.75

Communications & Marketing

Pinnacol Assurance	Worker's Compensation	102.70
Rocky Mountain Reserve LLC	Health & Insurance Benefits	5.49
JB T-Shirts Silkscreen & Embroidery	Uniforms	146.00
Canva	Dues & Subscriptions	29.97
Mailchimp	Dues & Subscriptions	132.00
Kaleidoscope Productions	Professional Services	1,750.00
Colorado Logos	Media	1,250.00
Copy Copy	Media	32.50
Signature Signs Inc	Media	140.00
City Market	Meeting Expense	17.98
Civic Plus	Website	38,201.51
Dot Zero Multimedia	Website	125.00
Cirsa	Insurance	398.47
Total Communications & Marketing		\$ 42,331.62

Sustainability

Pinnacol Assurance	Worker's Compensation	118.92
Rocky Mountain Reserve LLC	Health & Insurance Benefits	5.49
The North Face Team	Operating Supplies	380.29
JB T-Shirts Silkscreen & Embroidery	Uniforms	146.00
ICLEI	Dues & Subscriptions	1,800.00
Walking Mountains Science Center	Dues & Subscriptions	13,864.52
Brightly Software Inc.	Computer Support	6,187.75
Bookworm of Edwards	Tuition & Books	27.99
Cirsa	Insurance	4,573.15
Total Sustainability		\$ 27,104.11

Economic Development & Housing

Pinnacol Assurance	Worker's Compensation	126.12
Rocky Mountain Reserve LLC	Health & Insurance Benefits	6.10
JB T-Shirts Silkscreen & Embroidery	Uniforms	146.00
Impact Development Fund	Dues & Subscriptions	1,000.00
Vail Valley Partnership	Dues & Subscriptions	1,295.00
7 Hermits Condominium Association	Employee Housing Rental Exp	465.54

**BILL SCHEDULE
JANUARY 2026**

Economic Development & Housing, cont.

Trybe Property Management LLC	Employee Housing Rental Exp	3,050.10
Karp Neu Hanlon, PC	Legal	609.00
Canela Coffee	Meeting Expense	160.48
Cirsa	Insurance	823.21

Total Economic Development & Housing	\$	7,681.55
---	-----------	-----------------

Total GENERAL FUND	\$	646,552.80
---------------------------	-----------	-------------------

**BILL SCHEDULE
JANUARY 2026**

CAPITAL IMPROVEMENTS FUND

Gould Construction Inc	Traffic Control Improvements	79,050.04
CO Dept. of Motor Vehicle	Patrol Vehicles	21.36
Total CAPITAL IMPROVEMENTS FUND	\$	79,071.40

WASTE WATER FUND

Pinnacol Assurance	Worker's Compensation	15,934.88
CEBT	Health & Insurance Benefits	256.20
Rocky Mountain Reserve LLC	Health & Insurance Benefits	32.57
Cintas Corporation	Office Supplies	50.36
Western Slope Supplies Inc	Office Supplies	28.15
Grainger	Operating Supplies	437.76
Alpine Lumber Company	Repair & Maintenance Supplies	133.84
Grainger	Repair & Maintenance Supplies	1,433.74
Home Depot	Repair & Maintenance Supplies	1,086.98
CO Dept. of Motor Vehicle	Vehicle Repair & Mtn Supplies	31.29
Performance Auto	Vehicle Repair & Mtn Supplies	655.87
Fleet Services	Vehicle Fuel	110.98
Federal Express Corp.	Communication & Shipping	319.70
Nextrust Inc	Communication & Shipping	304.71
Black Hills Energy	Utility Services	8,564.43
Chase Paymentech	C.C. Transaction Fees	768.33
Xpress Bill Pay	C.C. Transaction Fees	594.31
Denali Water Solutions LLC	Sludge Disposal	13,407.78
Browns Hill Engineering	Repair & Maintenance Services	213.50
Eagle County Solid Waste & Recycling	Repair & Maintenance Services	300.00
Performance Auto	Repair & Maintenance Services	1,528.47
Utility Notification Center Of Colorado	Repair & Maintenance Services	64.41
Caselle, Inc.	Computer Support	444.70
Eagle River Water & Sanitation District	Testing & Permits	3,414.00
SGS North America Inc	Testing & Permits	4,661.00
Moe's Original BBQ	Meeting Expense	193.06
Love In Practice, LLC	Tuition & Books	2,072.40
Browns Hill Engineering	Contract Payments	2,699.70
Water Technology Group	Contract Payments	19,250.00
Wazee Crane LLC	Contract Payments	1,675.00
Cirsa	Insurance	71,622.04
Badger Daylighting Corp	Capital Expenditures	9,620.30
US Bank	WW Loan Principal	395,076.00
US Bank	Debt Service Interest	9,180.00
US Bank	Debt Service Admin Fee	46,023.65
Total WASTE WATER FUND	\$	612,190.11

WATER FUND

Holy Cross Energy	Deposits Receivable	9,200.00
Pinnacol Assurance	Worker's Compensation	23,685.21
CEBT	Health & Insurance Benefits	256.20
Rocky Mountain Reserve LLC	Health & Insurance Benefits	48.74
Cintas Corporation	Office Supplies	50.36
Core & Main LP	Operating Supplies	920.45
Grainger	Operating Supplies	288.48

**BILL SCHEDULE
JANUARY 2026**

WATER FUND, cont.

PVS DX Inc	Operating Supplies	340.00
Ferguson Enterprises, Inc.	Repair & Maintenance Supplies	3,728.55
Grainger	Repair & Maintenance Supplies	2,156.74
Gypsum Ace Hardware LLC	Repair & Maintenance Supplies	2,298.99
Pipestone Equipment	Repair & Maintenance Supplies	1,028.00
USA Blue Book	Repair & Maintenance Supplies	543.89
Glenwood Springs Auto Parts Inc (Napa)	Vehicle Repair & Mtn Supplies	303.82
Performance Auto	Vehicle Repair & Mtn Supplies	377.97
Two Valley Tire LLC	Vehicle Repair & Mtn Supplies	157.00
Fleet Services	Vehicle Fuel	166.34
Nextrust Inc	Communication & Shipping	304.71
AmeriGas	Utility Services	6,850.97
Black Hills Energy	Utility Services	201.16
Holy Cross Energy	Utility Services	358.32
Chase Paymentech	C.C. Transaction Fees	1,303.84
Xpress Bill Pay	C.C. Transaction Fees	828.43
Karp Neu Hanlon, PC	Legal	1,241.50
American Mechanical Services	Repair & Maintenance Services	525.00
Blue Monster Service LLC	Repair & Maintenance Services	135.00
Browns Hill Engineering	Repair & Maintenance Services	430.50
Eagle County Solid Waste & Recycling	Repair & Maintenance Services	198.80
Performance Auto	Repair & Maintenance Services	874.87
Two Valley Tire LLC	Repair & Maintenance Services	110.00
Utility Notification Center Of Colorado	Repair & Maintenance Services	64.41
Eagle River Water & Sanitation District	Testing & Permits	640.00
USDA Forest Service	Testing & Permits	184.22
Caselle, Inc.	Computer Support	275.70
Flowpoint Environmental Systems Inc	Computer Support	1,248.48
Indigo Water Group	Tuition & Books	350.00
Love In Practice, LLC	Tuition & Books	195.72
Browns Hill Engineering	Contract Payments	8,264.80
Cirsa	Insurance	97,285.71
Phoenix Industries Ltd	Tank Replacement	975,526.22
Triangle Electric, Inc.	Pickup Trucks	3,800.00
Gould Construction Inc	Main Replacement/Brush Creek	377,142.95
Short Elliott Hendrickson, Inc.	Main Replacement/Brush Creek	1,364.60
US Bank	LBWTP Loan Principal	347,164.50
US Bank	Debt Service Interest	63,987.50
US Bank	Debt Service Admin Fee	84,209.41
Total WATER FUND		\$ 2,020,618.06

REFUSE FUND

Pinnacol Assurance	Worker's Compensation	463.96
Nextrust Inc	Communication & Shipping	304.71
Chase Paymentech	C.C. Transaction Fees	232.83
Xpress Bill Pay	C.C. Transaction Fees	270.14
Blue Monster Service LLC	Repair & Maintenance Services	135.00
Tri State Oil Reclaimers, Inc	Repair & Maintenance Services	75.00
Caselle, Inc.	Computer Support	275.70
Vail Honeywagon	Contract Services	81,195.37

**BILL SCHEDULE
JANUARY 2026**

REFUSE FUND, cont.		
Cirsa	Insurance	2,141.78
D Jensen Electric	Oil Drop Site	2,500.00
Total REFUSE FUND	\$	87,594.49
STORMWATER FUND		
Nextrust Inc	Communication & Shipping	304.70
Chase Paymentech	C.C. Transaction Fees	23.28
Xpress Bill Pay	C.C. Transaction Fees	18.01
Cirsa	Insurance	592.03
Total STORMWATER FUND	\$	938.02
BROADBAND FUND		
Pinnacol Assurance	Worker's Compensation	58.56
Rocky Mountain Reserve LLC	Health & Insurance Benefits	2.14
Aspen Wireless Technologies, Inc.	Equipment (Non-Capital)	5,750.00
Teltech Communications LLC	Equipment (Non-Capital)	3,766.78
Aspen Wireless Technologies, Inc.	Computer Support	3,489.00
Cirsa	Insurance	982.29
Total BROADBAND FUND	\$	14,048.77
EXTERIOR ENERGY OFFSET FUND		
Walking Mountains Science Center	Professional Services	29,000.00
Total EXTERIOR ENERGY OFFSET FUND	\$	29,000.00
OPEN SPACE FUND		
Pinnacol Assurance	Worker's Compensation	4,938.66
Rocky Mountain Reserve LLC	Health & Insurance Benefits	6.70
Alpine Lumber Company	Repair & Maintenance Supplies	313.54
Signature Signs Inc	R & M Supplies	412.50
Fleet Services	Vehicle Fuel	70.75
Vail Honeywagon	Repair & Maintenance Services	686.34
Cirsa	Insurance	1,962.99
ERO Resources Corporation	Habitat & Riparian Restoration	19,951.04
Total OPEN SPACE FUND	\$	28,342.52
DDA FUND		
Karp Neu Hanlon, PC	Legal	271.50
Cirsa	Insurance	115.68
Total DDA FUND	\$	387.18
Total	\$	3,518,743.35
Payroll	\$	870,580.87
CEBT-Health Insurance	\$	121,638.32
Unum Life Insurance Company Of America	\$	2,724.54
Grand Total	\$	4,513,687.08



To: Mayor Woods and Town Council

From: Kyle Brotherton, Interim Community Development Director

Date: February 13, 2026

Agenda Item: Resolution 06, Series 2026 – A Resolution of the Town Council of the Town of Eagle, Colorado Approving an Expenditure of Funds with Tyler Technologies for Land Use Files and Building Permits

REQUEST:

Staff requests that council review and approve the expenditure of budgeted funds with Tyler Technologies.

BACKGROUND:

In 2025, staff received Town Council support to apply for a technology grant from the Colorado Department of Local Affairs (DOLA), with Resolution 16, Series 2025 affirming council's support to apply for the grant. The Town was awarded the grant on April 21, 2025, and on June 17, 2025, the Town posted a Request for Proposals (RFP) seeking bids for permitting software. The Town received 13 respondents, of which five were shortlisted for detailed evaluation. After vendor demonstrations were completed, the selection committee recommended Tyler Technologies, Inc. for selection.

ANALYSIS:

Contracting with Tyler Technologies will assist staff with creating efficiencies and capacity when reviewing land use applications and building permits and will streamline the referral process. Additionally, Tyler Technologies has a host of products that could improve additional Town processes, including, but not limited to, Finance and Housing.

COMMUNITY INPUT:

None.

BUDGET / STAFF IMPACT:

The combined operations budget and grant total \$242,000 for the purpose of implementing an application(s) to streamline Community Development workflows and processes, with the operational funds being approved in the 2026 budget. The initial setup for the planning, permitting, and licensing module is \$120,000, with annual recurring licensing being \$75,000. While the initial onboarding of the software will take significant staff time, the overall process will allow staff to better utilize time and will create efficiencies in the reviewing of land use applications and building permits. It is anticipated that the initial timeframe to "go-live" will be at minimum 12 to 18 months, inclusive of data migration, build out of the application suite, and internal testing.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

Implementation of this software supports Goal 5 and Action 1.13 of the Elevate Eagle Comprehensive Plan and supports the Strategic Goal of Strengthening Town Organization and Culture.

RECOMMENDED ACTION OR PROPOSED MOTION:

Staff asks that Town Council review and **APPROVE** this expenditure with Tyler Technologies.

Motion to **APPROVE** Resolution 06, Series 2026 – A Resolution of the Town Council of the Town of Eagle, Colorado Approving an Expenditure of Funds with Tyler Technologies for Land Use Files and Building Permits.

ATTACHMENTS:

Resolution 06, Series 2026 – A Resolution of the Town Council of the Town of Eagle, Colorado Approving an Expenditure of Funds with Tyler Technologies for Land Use Files and Building Permits.

TOWN OF EAGLE, COLORADO
RESOLUTION NO. 06
(Series of 2026)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO APPROVING AN EXPENDITURE OF FUNDS WITH TYLER TECHNOLOGIES, INC FOR LAND USE FILES AND BUILDING PERMITS.

WHEREAS, the Community Development Department wishes to implement a comprehensive software solution to efficiently manage planning and permitting processes;

WHEREAS, a Planning and Permitting Request for Proposals (RFP) was issued on June 17, 2025, 13 proposals were received, and five vendors were shortlisted for detailed evaluation;

WHEREAS, after vendor demonstrations, the selection committee and staff recommends Tyler Technologies, Inc. for selection; and

WHEREAS, the Town has received a Department of Local Affairs (DOLA) grant and has appropriated funds in the 2026 budget for the purpose of this project.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF EAGLE, COLORADO AS FOLLOWS:

Section 1. The Town approves an expenditure of budgeted funds with Tyler Technologies, Inc.

INTRODUCED, READ, PASSED AND ADOPTED ON February 10, 2026.

TOWN OF EAGLE, COLORADO

Bryan Woods, Mayor

ATTEST:

Camille Deering, Town Clerk.



To: Mayor and Town Council

From: Rachel Tand, Finance Director

Date: February 10, 2026

Agenda Item: 2025 Audit Engagement Letter with Maggard & Hood, P.C.

REQUEST: Review the Audit Engagement Letter between the Town and Maggard & Hood, P.C. for the year ending December 31, 2025.

INTRODUCTION: The Town Charter and CRS 29-1-601 require an annual independent audit. The Town's 2025 annual audit will again be remote this year and is scheduled to begin in April 2026. Prior to commencement of the audit, the Town Manager and Council need to review and approve an Engagement Letter. The Engagement Letter outlines the audit scope, responsibilities of both the Auditor and the Town, and the associated fees. The Town's annual audit is due to the State on July 31, 2026.

ANALYSIS: The Engagement Letter includes standard language in accordance with Generally Accepted Auditing Standards (GAAS). Most notable is that the 2025 audit is not anticipated to require a Single Audit due to the Town receiving less than \$1,000,000 in federal funds.

COMMUNITY INPUT: None required.

BUDGET / STAFF IMPACT: The 2026 General Administration budget includes \$48,000 for auditing and accounting services. This amount covers the annual audit as well as any additional accounting, auditing, or actuarial services that may be required. Maggard & Hood's 2026 rates have increased as shown below.

Audit Expenditures:

Year	Budget	Actual	Notes
2026	48,000	-	2025 Audit
2025	59,508	50,779	2024 Audit + Single Audit
2024	48,000	46,508	2023 Audit + Single Audit
2023	39,000	33,696	2022 Audit
2022	38,000	36,924	2021 Audit
2021	39,000	38,331	2020 Audit

Maggard & Hood: Hourly Billing Rates			
Position	Hourly Rate		Notes
	2025	2026	
Partner 1	\$ 188	\$ 200	Regular Rate is \$250; discounted for the Town
Manager 1	N/A	180	Regular Rate is \$220; discounted for the Town
Senior Staff	144	145	
Staff	96	120	
Admin	74	100	

STRATEGIC PLAN ALIGNMENT: Conducting the Town's annual audit is aligned with two of our guiding principles: *Sustainable Finances and Transparency* – Ensuring accurate financial records, compliance with accounting standards, and strong internal controls supports the Town's financial health. These practices also promote transparency and public trust.

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to **approve** or **deny** the Maggard & Hood, P.C. 2025 Audit Engagement Letter.

ATTACHMENTS: 2025 Audit Engagement Letter



February 5, 2026

The Town of Eagle
Town Manager & Members of Council
Eagle, CO 81631

We are pleased to confirm our understanding of the services we are to provide for the Town of Eagle for the year ended December 31, 2025.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of Town of Eagle as of and for the year ended December 31, 2025. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Town of Eagle basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Town of Eagle RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Budgetary Comparison Schedules

We have been engaged to report on supplementary information other than RSI that accompanies the Town of Eagle financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1. Combining and Individual Fund Financial Statements.
2. Annual Statement of Receipts and Expenditures for Roads, Bridges and Streets.

Audit Objective

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We have identified the following significant risks of material misstatement as part of our audit planning:

- Management Override of Controls is considered and inherent risk according to GAAS
- Improper Revenue Recognition is considered and inherent risk according to GAAS

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Town of Eagle compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it

necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements, (4) identifying and ensuring that the entity compliance with all laws and regulations applicable to its activities. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Nonattest Services

We will also assist in preparing the financial statements of the Town of Eagle in conformity with accounting principles generally accepted in the United States of America based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Audit Administration, Fees & Other

The audit documentation for this engagement is the property of Hood, P.C. and constitutes confidential information. However, subject to applicable laws and regulation, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Federal or State oversight agency or its designee. We will notify you of any such request. If requested, access to such workpapers will be provided under the supervision of Hood, P.C. personnel. Furthermore, upon request, we may provide photocopies of selected workpapers to Federal or State agencies. The oversight agency or its designee may intend, or decide, to distribute the photocopies or information contained therein to others, including other governmental agencies. We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We expect to begin our audit in April 2026. Joe Hood is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fees for these services will be based on the actual time spent at our standard hourly rates, plus out-of-pocket costs (such as copies, report reproduction, postage, travel, typing, etc.) except that we agree that our

gross fee, including expenses will not exceed \$44,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. If we determine a Single Audit is Necessary, we will issue a new engagement letter. Our invoices for services will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report, you will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel, the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

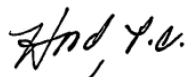
Reporting

We will issue a written report upon completion of our audit of Town of Eagle financial statements. Our report will be addressed to Town Board of the Town of Eagle. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to the Town of Eagle and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

HOOD, P.C.



Joe R. Hood, CPA
Partner-in-Charge

RESPONSE:

This letter dated February 5, 2026 correctly sets forth the understanding of the Town of Eagle.

By: _____ Title _____

Date: _____



To: Mayor and Town Council
From: Melissa Daruna, Interim Town Manager
Date: February 10, 2026
Re: Town Manager Report

Administration and Organization Updates

I continue to provide additional support through developer engagement and project tracking with the Community Development team. We have posted the open position for the Community Development Director and reposted the Building Official position. Both will remain a top recruitment priority as the volume of applications and plan reviews continues to grow. We are setting clear expectations on processing timelines for permit and land use applications with applicants. The team is working hard to keep all the projects on track and moving forward as quickly as possible and will continue to utilize contracted assistance when available.

Special Projects

There are no new updates on special projects from the last Town Manager report. Staff are working on many initiatives that have been mentioned and updates are reflected in the Department Report. In the coming weeks and months, we will have addition updates on projects such as pickleball, the future of the Rodeo Rink, spring water forecasts and capital projects.

Legislative Updates

The Colorado Municipal League provides regular legislative updates, called the Statehouse Report, via email. If you are not on their mailing list yet, please let me know if you would like us to add your Town of Eagle email. You can also view past [Reports here](#). Councilman Grimmer is on the legislative Committee and reports on any bills we may want to play a more active role in. I also stay in touch with their advocacy team on any bills CML is actively supporting or opposing that would impact the Town.

Here are some upcoming events related to legislation that may be of interest:

- [2026 Legislative Preview – Webinar – Feb. 12](#)
- [Legislative Workshop – In Denver – Feb. 19](#)
- [Legislative Update – Webinar – March 18](#)

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 them here.

Mountain Recreation – I attended the kick-off meeting for the Mountain Recreation Master Plan alongside partners from nonprofits, the County and our neighboring municipalities. The Master Plan is focusing on the next 10 years of the district – aiming to answer the question “What does Mountain Recreation want to be when it grows up?” The process will include a feasibility study for facilities and programs across the district. In the coming weeks Mountain Recreation will begin more public engagement, and the Town will assist with sharing information so they can gather as much feedback as possible.

Regional Housing Initiatives – In January I attended a community network meeting hosted by Habitat for Humanity Vail Valley. This was the second community meeting focused on consensus building around housing issues, how the valley frames the challenges and how we think about the solutions. Thank you to Mayor Woods for also attending. Additional meetings will be held in the spring. If additional Council members are interested in attending we will provide registration details when they are available.

Eagle County Housing would like to come and present to Council on the new Regional Housing Assessment, which was recently approved by the State, as well as the multijurisdictional housing authority concept. Staff will work with them on scheduling for a future agenda.

Nikki Davis and I are working to update the Town’s IGA with the Valley Home Store. This final year of the current IGA will focus on transferring the Town’s housing inventory data to the Town for use in the TyleTech program. This will allow the Town to bring administration of LERP in-house.

Active Land Use Applications - [Active Land Use Applications | Town of Eagle, CO - Official Website](#)

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.

Please note that we have added 2 work sessions specifically for discussing the 2027 budget to better suit the budget schedule. Council may elect to cancel the first work session in September and October if there are no additional topics to discuss.

WORK SESSIONS in 2026:

Date	Topic
January 6	WUI Code Updates
February 3, 2026	Town of Eagle Organization & Operations
March 3, 2026	Advisory Committees
April 7, 2026	Long-Range Planning (with P&Z)
May 5, 2026	TBD
June 2, 2026	TBD
July 7, 2026	TBD
August 4, 2026	TBD
September 1, 2026	TBD
September 15, 2026 (3:30 – 5:30 p.m.)	2027 Budget
September 29, 2026 (3:30 – 5:30 p.m.)	2027 Budget
October 6, 2026	TBD
November 3, 2026	TBD
December 1, 2026	TBD



To: Mayor and Town Council
From: Melissa Daruna, Interim Town Manager, and Department Leads
Date: February 10, 2026
Re: Department Updates for January 2026

January 2026

ASSISTANT TOWN MANAGER

STAFF AND DEPARTMENT SUPPORT:

In January Melissa coordinated with ATM and TM direct reports on additional Town Council onboarding. This included bringing in CIRSA training and preparing information for the February Work Session on the Town's operations and departments. Melissa is meeting regularly with each direct report and assisting as they begin work on their 2026 goals with their departments.

SPECIAL PROJECTS:

Haymeadow Trailhead Park – Norris Designs, the landscape architecture firm hired by the developer, will present the design update at the February 10 meeting. Staff are grateful for the community engagement and partner input that the developer and design team have incorporated into the plan. The team is also working on the timeline for construction of the park.

Nogal Park – There was no movement in January on this project, but meetings have been scheduled in February to parse out which phases of the park improvements can begin this spring and summer. Staff are working with the developer to determine if additional funds, beyond what the Town has budgeted, will be available to support the first phase.

Eagle Pool – Staff from the Town, Mountain Rec and our owner's representative, Dynamic Program Management, met to reconcile the project budget and determine the amount of unexpended funds. Staff are working to add shade to the site with remaining funds in addition to returning owner's contingency funds to each organization once the project closes out. Final report on the GOCO grant will also take place in February. A full update on the project closeout will be scheduled for a future Council meeting.

E-bike / Multi-modal Safety Committee – Melissa has been meeting with representatives from Eagle County, Mountain Youth, Vail Health, local law enforcement and recreation districts to discuss region-wide education materials and campaigns for e-bike safety. The focus is on e-bikes on road and paved paths, not soft-service trails, for now. Melissa is extremely grateful to SRO Scriver and Communications Specialist Ashley LaFleur for joining the group as well. Education will take place in schools and across partner organization's platforms this spring and summer.

ECONOMIC DEVELOPMENT

January 2026

Business Advancement Program (BAP) – www.townofeagle.org/BAP2026

- The Town is accepting applications between January 5 – February 19 (45-day window).
- Staff hosted and recorded an informational webinar on January 21, which covered the program overview, eligibility requirements, and the application process. Thank you to Kira Koppel for creating and presenting on the sustainability component bonus points!
- **We need your help inviting businesses to apply!** To date, staff have only received three applications for a total combined funding request of \$39,456. Community Development has reported an uptick in permit and Municipal Code inquiries from businesses interested in the BAP, and we anticipate more applications by the deadline.
- Staff will ramp up community awareness and outreach as we approach the deadline – flyers to businesses; block ads in the Vail Daily, Down Valley Low Down; social media; Hwy 6 message board (Signfeld); special edition Eagle Today to actively registered businesses; Chamber e-blast.

Digital Dashboard & Mobility Data Transitions to Placer.ai

- In 2024, the Town launched the [Digital Dashboard and Mobility Data](#) resource with help from RRC Associates. This resource relies on manual data inputs and third-party maintenance, which limits how current and actionable the information could be.
- In 2025, staff and the Economic Vitality Committee revisited this approach and identified an opportunity to shift from maintaining a static dashboard to accessing higher quality, near real-time data directly.
- Using the same ongoing \$10,000 annual budget, the Town is piloting a one-year subscription with [Placer.ai](#). This system is not a dashboard, but a location analytics and mobility data platform that provides insights on foot traffic, visitor origins, dwell time, trade areas, and visitation trends.
- This shift reduces reliance on third-party maintenance and allows staff to focus on using timely, reliable mobility and visitation data to better support local businesses, inform economic and visitor attraction efforts, and respond more effectively to site selectors and development opportunities.
- Staff is working with IT and the Communications Specialist on ideas for sharing these business insights with other departments and the community at large.

Eagle Chamber Business Advocacy Committee (BAC)

- The BAC reviewed the results from the Chamber's recent Member and Non-Member surveys and agreed to focus on priority areas where the Chamber can have the greatest impact. The committee will focus on advancing education and networking strategies around applied AI, marketing, and social media, using formats such as seminars, roundtables, and interactive watch parties to convene hands-on, small-business-focused training.
- The BAC will develop an action plan to prioritize initiatives and outline achievable implementation steps within available volunteer capacity.

Wayfinding Study & Implementation Plan

- Staff and our consultant continue to make progress on the draft summary booklet. This includes compiling the background, existing conditions, community outreach and advisory group findings, location plan, revised designs, bid set, and implementation timeline into one master document.
- With the Council's support, staff submitted a second application to the Colorado Tourism Office, seeking \$20,000. These funds would be combined with the \$55,000 budgeted from the Capital Improvement Fund (CIF) to jumpstart implementation in 2026.

HOUSING

January 2026

Local Planning Capacity New Incentive Grant - \$50,000

- Following the successful completion of the [Affordable Housing Accelerator Project \(AHAP\)](#), the State's Department of Local Affairs (DOLA) awarded the Town a \$50,000 grant for the early adoption of a fast-track development review process for affordable housing projects (the "Eagle Express Lane").
- With the Council's direction, staff will direct funds to update the *Elevate Eagle Comprehensive Plan* to ensure compliance with [SB24-174](#) related to [strategic growth and water supply elements](#). Updates must be completed by December 31, 2026.
- Staff are preparing a draft scope and budget for DOLA approval. Housing will co-lead this effort with the Planning department, starting with an official RFP process in March. DOLA recommends that our initiative be underway by May 2026 to comply with the Incentive Grant guidelines.

Employee Housing Program

- Following the results from the Employee Housing Needs Survey conducted in December, the Housing Specialist has been contacting employees who expressed interest in the Town's housing units. Follow-up has resulted in one walk-through, but no firm commitments.
- Housing and Building & Grounds (B&G) staff toured the two new 7 Hermits condos, recently acquired by the Town. B&G will respond to unit maintenance needs that fall outside the HOA's purview.
- Staff are working with the Town Attorney on administrative updates to the Employee Housing Guidelines (created in 2024). Those updates will be presented to the Council for review and approval at a future meeting.

SUSTAINABILITY

January 2026

- **Building Electrification** – Staff has been working with ESG and Holy Cross to ensure we can best manage the future all-electric Town Hall HVAC system without significantly increasing operating costs and maintaining alignment with our emissions reduction target. With the all-electric project already in the budget, staff has made the decision to proceed with electric back-up heat so we can keep the project on schedule for early summer installations.
- **Electric Rates** – Holy Cross Energy has released a proposed rate change that will increase costs for demand charges. Cost increases should not be significant to town operated facilities, though they may have a larger effect on residents' electric bills. [Find more details on the proposed change here.](#)
- **IRS Elective/Direct Pay** – We received a letter from the IRS that we will be receiving funds back from the solar array project at the Wastewater Treatment Plant & Lower Basin Water Treatment Plant.
 - Because the funds expended for the project came from the water and wastewater funds, the money received back will need to be invested into those same funds; it will need to be used for these specific facilities and will not be available to other town projects. No funds have yet been received.
- **Energy Rebate Program** – Staff worked to finalize the project scope, for which council provided direction and approved. \$20,000 will be available to Eagle residents for energy efficiency rebates, on top of funds provided from the county.
- **Business Advancement Program** - Sustainability staff has provided support to prospective applicants with questions about the sustainability bonus points. Shoutout to Nikki for the fantastic webinar she put together!
- **IMPACT Accelerator Grant (Colorado Energy Office)** – The grant cohort submitted a letter of intent on 11/10/25. We were notified mid-January that we were invited to formally apply for grant funding at the standard (\$2M) and vision (\$5M) budget levels. If successful, this funding will support training, code writing,

education and outreach for the next building and energy code adoptions (in line with Step B of the Regional Net Zero Roadmap) and will provide ample funding to increase the number and value of energy rebates to Eagle residents. Cohort members include Aspen, Snowmass Village, Vail, Avon, Eagle, Minturn, Basalt, Eagle County, & Pitkin County.

- **Sustainability Advisory Committee** – Staff has worked with Gerry Lopez, Vice Chair of the SAC, to develop our Q1 meeting materials, including a new scoring rubric for grant evaluations. [See draft agenda linked here.](#)
- **Climate Action Collaborative** – Please find the [2024 CAC Impact Report linked here](#) and the [2024 Eagle County Energy Inventory linked here](#). The CAC is working on adopting new goals this year, transitioning to net zero goals to align with the [state goals](#) (100% net-zero greenhouse gas emissions by 2050) and to ensure we are well-positioned for state funding opportunities. The existing goals are to reduce Eagle County greenhouse gas emissions 50% by 2030 and 80% by 2050.
- [Internal Net Zero Action Plan Progress Tracker](#) – see our implementation strategy progress for net zero by 2028.

SPECIAL EVENTS

January 2026

- The town produced the 12th Night Christmas Tree Burning. Because of the unusually low snow moisture, I did not gain approval from Eagle Valley Wildland until three days prior to the event. On the night of the event, the Greater Eagle Fire Protection District was dispatched to a spark-related fire at a local hotel, which further impacted available fire resources. Special thanks to Eric Anson and his crew from the Gypsum Fire Department for stepping in and safely conducting the burn at Bull Pasture Park.
- Danger Mountain String Band performed at the tree burning event, which always draws an enthusiastic crowd.
- Town liaison for February events: Discos on Ice and Porchlight Players Community Dinner Theatre.
- Disco on Ice was relocated from the Outdoor Ice Rink to Eagle Pool & Ice Rink. Thank you, Sheryl at Mountain Rec for your collaboration!
- The Eagle Town Park Outdoor Ice Rink did not survive the dry conditions this year. The low temps were not low enough, and the high temps melted what ice was built. Thank you for your efforts, Andy Clark, with the Eagle Valley Skating Association, and the Eagle Ice Dads.
- Eagle Flight Days event focus. Brainstorm session with Caitlin Pauls, member of MEAC. This year's Flight Days theme is WILD ABOUT EAGLE.
- Created sponsorship package for Eagle Flight Days. Staff is responsible for generating \$15,000 in sponsorship revenue, which goes into the general fund. Sponsorship dollars DO NOT contribute to the event's operating budget.
- MEAC: Members would like to invite all advisory committees to a joint gathering on March 2. This guided discussion will be an opportunity for us to come together, connect across committees, and ensure we are all rowing in the same direction as we move into our upcoming projects and initiatives. The "Movers & Shakers" meeting is Monday, March 2, 4pm, at Town Hall.
- MEAC focus group on marketing discussion led by Chad Milam, Danita Dempsey, Holli Snyder, and Patrick Sherwood.
- Met with the Vail Valley Foundation marketing team to discuss updating the marketing collateral for ShowDown Town. Town of Eagle is the Title Sponsor and MEAC felt our logo needed to be more prominent. Alpine Bank is the presenting sponsor. VVF created a similar concept, with more focus on Town of Eagle as the Title Sponsor.
- Meeting with Michelle Morgan, Eagle Chamber, and Jaime Wilson, Mountain Rec, to discuss ideas on collaboration for the April Chamber Mixer. Town of Eagle will host the Chamber Mixer on Thursday, April 16.
- Weekly meetings with Ashley LaFleur, Communications Specialist. Discussions on building excitement around Eagle's very own Olympian, Jake Pates. Jake made the U.S. snowboard team for the 2026 Olympics!

- Marketing responsibilities include; updates to eagleoutside.com and Instagram. Town's IG account @eagleoutside has over 4,400 followers with 11k views in the last 30 days.
- Employee Engagement: Produced Eagle Spirit newsletter. Planning Q1 Employee Appreciation Day.



COMMUNICATIONS

January 2026

Facebook:

- Facebook Analytics:
 - Total Followers: 4,506
 - January Views (Number of times our content was played or displayed): 110,409
 - Highest Engagement:
 - Rescue Training on Kids Fishing Pond – 18,288 views
 - Brush Creek Transmission Water Leak – 13,807 views
 - Town Park Outdoor Rink Update – 10,660 views

- January posts in English and Spanish;
 - Composting Tip – Line Compost Bin with BPI compostable bag for cleanliness
 - Christmas Tree Drop-Off at Bull Pasture Park
 - Christmas Tree Burning
 - Business Advancement Program Grant Funding Announcement
 - January 13th Town Council Meeting
 - Town Park Outdoor Rink Update
 - Exceptions to Building Height Rules – Public Input Request
 - Seasonal Trail Closures – CPW Video
 - Biz Advancement Program Video
 - Martin Luther King Holiday Closure
 - New Parking Regulations on Nogal Road
 - Rescue Training on Kids Fishing Pond
 - Brush Creek Transmission Main water leak
 - January 27th Town Council Meeting
 - Congratulations to Eagle Olympian Jake Pates
 - Discos on Ice at Mountain Rec
 - Avenue Q at Brush Creek Pavilion
 - Chambers Ave Water Main Break
 - ArtSpace 2nd Friday Gallery Night

HWY 6 Digital Sign - Creation of Graphics + Scheduling:

- Happy New Year
- Business Grant Funding
- Town Council Meeting, Jan 13th
- Elk Cross – Cars Stop
- Seasonal Trail Closures
- Welcome Vail Yeti
- Discos on Ice at Pool & Ice Rink
- 2nd Friday Gallery Night
- Avenue Q
- Happy MLK Day
- Town Council Meeting, Jan 27th
- Traffic Alert – Chambers Ave. Closure

Training:

- Beyond Generative: Why Marketing Leaders Can't Afford to Fall Behind on Agentic AI
- FEMA – When Minutes Matter: Alert and Warning Technical Assistance Workshop

Meetings:

- MEAC, Town Council, County PIO, Communications Committee, Events, Sustainability, Open Space, Community Development, Economic Development, Dept. Leads, Public Works, Broadband, Vail Daily discussion with sustainability leaders, Kathy Heicher, E-bike / Multi-modal Safety Committee

Communication Support:

- Provided in-person PIO support for Sheriff's Office for Jan. 13th press conference
- Produced Eagle Today Newsletter
- Created slide deck for TOE 101
- 2026 Budget Book Cover Update
- Created Land Use Code Graphics (Height Restrictions)
- Business Advancement Program social video and webinar review
- Created Capitol Street Improvements webpage
- Broadband webpage adjustments and creation of updated billing and Rodeo Rink Wi-Fi messaging
- Council photograph + appointment updates to website
- Public Notices published in Vail Daily
- Editing Community Development Director Job Description
- MLK holiday closure information in English/Spanish for Town Hall
- TownofEagle.org News Flash updates: Parking Changes to Nogal Road, Eagle Town Park Outdoor Ice Rink, Strategic Firebreak Care, MLK Holiday, Biz Advancement Program, Updating Land Use Code and Need Input, Traffic Alert: Chambers Avenue Closure

INNOVATION TECHNOLOGY

January 2025

Projects:

- Phone implementation project continues. 5 sites complete. 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:

- 41 business/government subscribers, 128 residential subscribers, 4 new signups in December
- Broadband revenue generated last month: \$11,851.66

Technical Operations:

Onboarding report:

- Andrew Atkins - Town Council
- Freida Robinson - Accounts Payable Associate
- Nathan Riggan - Buildings & Grounds Maintenance Technician

Staff Training:

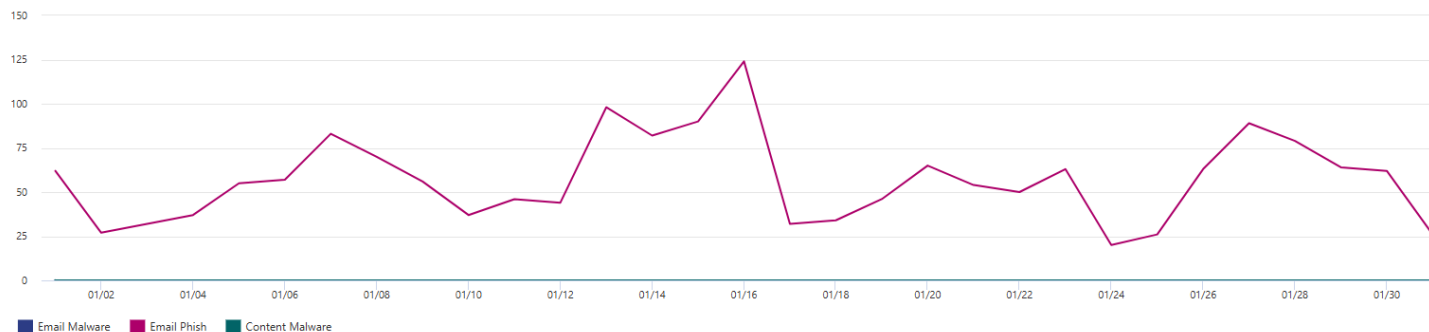
- Annual all staff IT security training
- IT staff completed Federated Wireless CPI certification.

Email threat protection report:

Threat protection status

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

Filters: Date (UTC): 1/1/2026-1/31/2026 Detection: Email Malware +3 Protected by: MDO +1 Tag: All Direction: All Domain: All Policy Type: All



FINANCE DEPARTMENT

January 2026

Administration / Financial

- **Paycom**
 - Merit and Cost of Living (COLA) increases were processed on the January 30th paycheck.
 - We are continuing to validate benefit deductions for the new fiscal year.
- **2026 / 2027 Budget**

Finance received a request for Council to approve a budget rollover of \$49,001.85 from 2025 for the Open Space Habitat and Riparian Restoration capital budget, to complete work not finished by 2025 year-end. This will formally be included and approved by Council during the Supplemental Budget in May, but because work needs to begin prior to May, we are advising Council of the change now. Please see the documented request from Alex Smiley below and let Staff know if you have any concerns with rolling over these unused funds. **Please note that there is no net additional expenditure to the Town, as all funding needed is still available from the 2025 budget.**

Fund / Account: Open Space Capital Expenditure

Account Number: 81-50-730

Activity Code: 812401

Project Type: Habitat and Riparian Restoration

The Open Space & Trails Department is requesting approval to roll over the remaining \$49,001.85 from the 2025 Habitat and Riparian Restoration capital budget into 2026 to complete contracted restoration work and associated adaptive management deliverables.

Background:

In 2025, the Town entered into a professional services agreement with AloTerra Restoration Services, Inc. to perform restoration work for the Brush Creek and Hernage Creek Restoration Project. The scope of work includes installation of stream structures within the Hernage Creek drainage, which was completed in October 2025. It also includes the harvesting and installation of cottonwood poles along Brush Creek. However, due to

prolonged drought conditions during the 2025 field season, AloTerra and Town staff agreed that, to improve long-term survivability, this work would be best completed in early spring.

In addition to the remaining AloTerra work, the Town is also under contract with ERO Resources, who provided project design and construction oversight, to deliver an adaptive management plan for the Hernage Creek riparian improvement project. The Town expects this deliverable later this winter.

Budget Breakdown:

Vendor / Scope of work	Relevant Task	Value
AloTerra Restoration Services	Deferred Task 2, Element 5 - Brush Creek Cottonwood Pole Harvest & Installation	\$ 22,651.00
ERO Resources	Task 6 - Monitoring and Adaptive Management Plan Development	\$ 14,208.00
Subtotal - Remaining Contracted Obligations		\$ 36,859.00
Requested Rollover Amount		\$ 49,001.85
Available Contingency	For environmental variability and adaptive management needs	\$ 12,142.85

Summary:

These funds will be used to complete the deferred cottonwood pole harvest and installation along Brush Creek, fulfill remaining contractual obligations with ERO Resources for adaptive management planning, and support efficient project implementation through a coordinated Earth Day / Arbor Day volunteer restoration effort with AloTerra Services, the Eagle River Coalition, and other community partners. This request is being brought forward ahead of the May supplemental budget process to align with environmentally appropriate planting windows in early spring (anticipated March) and to ensure funding is in place to support a planned April Earth Day volunteer restoration event. The requested rollover amount exceeds the remaining contracted obligations to provide an appropriate contingency given variable site conditions, planting success considerations, and adaptive management needs typical of riparian restoration projects, ensuring the Town can complete all remaining project elements without requiring additional appropriations while delivering the intended ecological outcomes.

The 2026 Supplemental Budget process will start in May. See the Budget Calendar below.

2026 / 2027 Budget Calendar

Date	Description
Mon, Jun 15	Preliminary Revenue Projections due
Fri, Jun 19	Distribute Budget Instructions to Staff

Tue, Jun 23	Budget Kickoff Meeting #1
Thu, Jun 25	Budget Kickoff Meeting #2
Fri, Jul 17	B&G Maintenance Requests due to Public Works & Finance
Fri, Jul 17	Personnel Request & Reclassification Forms due to Finance
Fri, Jul 17	Employee Allocation Spreadsheets due to Finance
Mon, Jul 20	IT & Department meetings begin
Fri, Jul 31	Operating Budgets due to Finance
Mon, Aug 10	Operating Budget review meetings begin with departments, Town Manager, & Finance
Mon, Aug 31	Revisions to revenue projections and fixed costs due
Mon, Aug 31	Capital Improvement Plan (CIP) Project Descriptions and Changes due to Finance
Tue, Sep 8	2026 – 2031 Capital Improvement Plan meetings begin with departments, Town Manager, & Finance
Tue, Sep 15	Town Council Work Session: 2026 / 2027 Operating Budget
Tue, Sep 29	Town Council Work Session: 2026 – 2031 Capital Improvement Plan
Wed, Sep 30	Fee Schedule Amendment Requests due to Finance
Wed, Sep 30	Final Compensation Plan due to Finance from HR
Tue, Oct 6	Town Council Work Session: Additional Budget session, if needed
Tue, Oct 13	Public Hearing: 2026 / 2027 Budget Presentation
Tue, Oct 27	Public Hearing: 2026 / 2027 Budget Presentation
Tue, Nov 3	Town Council Work Session: Additional Budget session, if needed
Tue, Nov 10	Final Public Hearing: Adoption of the 2027 Proposed and 2026 Revised Budgets
Mon, Nov 30	Operating Budget Narratives due to Finance
Tue, Dec 8	Town Council: Certification of the 2026 Mill Levy
Thu, Dec 10	Deadline to deliver certification of mill levy to Eagle County
Sun, Jan 31 (2027)	Deadline to file certified copy of the adopted budget with the State

- **2025 Audit**

- Our engagement letter with Maggard & Hood is in process and will be presented for approval at a future Council meeting.

- **Pool Financing**

- 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 held by COLOTRUST are **\$231,858**.

- o We are continuing to work with Mountain Rec and DPM on a final project reconciliation. We anticipate some savings that can be applied toward additional pool project expenditures or debt repayment.

- **Debt Service**

- o 2018 Water Revenue Bond: CWRPDA Payment - \$495,361.41 (last payment 2040)
- o 2007 Wastewater Loan: CWRPDA Payment - \$450,279.65 (last payment 2028)

- **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: 2
- o STR Closed Permits since Prior Period: 2
- o STR Permits in Process: 0
- o Revenue Collection:
 - ♣ Dec 2025: \$3,228 (compared to 2024: \$2,012, 60% increase YOY)
 - ♣ YTD 2025: \$29,399 (compared to 2024 YTD: \$23,585, 25% increase YOY)

- **Training Attended**

- o CPA Academy OBBBA Training (Rachel)
- o CPA Academy Ethics Training (Rachel)
- o CPA Academy Audit Evidence Training (Rachel)

- **Other Activities**

- o Updated 2026 Travel & Lodging Expense Reimbursement Form and Procedures
- o Updated Town Credit Card procedures – will be training staff in February

Accounts Payable

We are continuing to contract with Robert Half to provide temporary part-time support to manage Accounts Payable through Freida Robinson. We have completed the filling of 2025 1099-Misc, 1099-NEC, and 1099-S forms.

ACCOUNTS PAYABLE: INVOICES PAID								
MONTH	2021	2022	2023	2024	2025	2026	VARIANCE FROM PY	
JANUARY	230	249	285	280	307	297	(10)	-3%
TOTAL YTD	230	249	285	280	307	297	(10)	-3%

Utilities

- Property Transfers: 5 (YTD: 5)
- New Accounts Set Up: 0 (YTD: 0)
- Utility Red Tags: 22 (YTD: 22, 2026 Monthly Average: 22)
- Water Shut Offs: 4 (YTD: 4, 2026 Monthly Average: 4)

- **Water Usage and Budget vs. Actual**

Water usage is down (8%) compared to the prior five-year average for January. YTD 2026 is down (8%) compared to the prior five-year average for the same period.

Revenue from water sales currently stands at 5.5% of the annual budget for in-town sales (versus 5.6% prior YTD) and 6.7% of the annual budget for out-of-town sales (versus 6.8% at prior YTD). Although water rates have increased by 3% in 2026, the Town based the 2026 budget on actual revenue received in 2025, due to sales being dependent on usage.

Water Usage (In Thousands)									
MONTH	2021	2022	2023	2024	2025	PRIOR 5 YR AVG	2026	CHANGE OVER AVERAGE	
JANUARY	16,564	16,602	15,660	15,813	17,900	16,508	15,178	(1,330)	-8%
TOTAL YTD	16,564	16,602	15,660	15,813	17,900	16,508	15,178	(1,330)	-8%

Town Council Department Budget to Actual

TOWN OF EAGLE EXPENDITURES WITH COMPARISON TO BUDGET FOR THE 1 MONTHS ENDING JANUARY 31, 2026					
GENERAL FUND					
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TOWN COUNCIL</u>					
10-49-110 SALARIES & WAGES	4,400.00	4,400.00	54,000.00	49,600.00	8.2
10-49-142 WORKERS COMPENSATION	38.74	38.74	43.00	4.26	90.1
10-49-143 HEALTH & INSURANCE BENEFITS	.00	.00	189.00	189.00	.0
10-49-144 FICA - EMPLOYER'S	336.80	336.80	4,131.00	3,794.40	8.2
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	21,000.00	21,000.00	.0
10-49-371 TRAVEL EXPENSE	.00	.00	5,250.00	5,250.00	.0
10-49-372 MEETING EXPENSE	.00	.00	7,500.00	7,500.00	.0
10-49-380 TUITION & BOOKS	.00	.00	4,000.00	4,000.00	.0
10-49-450 SPECIAL COUNCIL FUNDING	.00	.00	5,000.00	5,000.00	.0
10-49-510 INSURANCE	280.70	280.70	228.00	(32.70)	114.3
10-49-915 COMMUNITY REQUESTS	9,733.00	9,733.00	25,000.00	15,267.00	38.9
TOTAL TOWN COUNCIL	14,769.04	14,769.04	127,341.00	112,571.98	11.6

HUMAN RESOURCES

January 2026

HRIS (Human Resource Information System):

- HR's primary focus has been on implementing the complexities of this new system and processing our year-end and new year deadlines.
 - Go-live date occurred 10/18, pay date of 10/31/25, 7 payrolls processed, 8th on 2/11/26.
 - Still working out back-end details on implementation, focusing on 2026 benefits elections, recruitment and onboarding.
 - System is already saving time, accuracy and efficiency but continued time and perseverance are required to understand the nuances of the system.

Recruitment – 2026 starts with 8 anticipated openings, 4 seasonal positions will be added soon.

- 2026 Active Recruitment, 1 position filled, 6 open seats to fill,
 - 😊 FILLED, Buildings and Grounds Tech, Riggan started 1/26/26
 - Building Official – readvertising 2/2

- Community Development Director – advertising 2/2/26
- 2 Street Maintenance Techs, posted 2/4/26
- 2 Water-Waste Water Operators – Posting soon
- Positions Pending (3 on hold):
 - Project Engineer – on hold per department
 - Open Space Seasonal, posting in February
 - 3-B & G Seasonal, pending department posting date

Safety & Risk Management

- 6 Work Comp claims open
- 7 CIRSA GL-Property Damage Claims open

Other:

- Continued training for new HR Generalist, Edie is instrumental to the team!
- Processing Benefits Open Enrollment changes in Paycom, conducting audits on premiums
- Performance Evaluations Merit Increase calculations initiated, finalized for check date 1/30/2026
- NEW Disability Carrier Implementation, saving the town \$5869.58 in premiums

COMMUNITY DEVELOPMENT

January 2026

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. Do to capacity constraints, staff is looking at options for phasing the changes to this chapter over the course of the year.
- Staff are also working on Miscellaneous Code Amendments for adoption first quarter 2026. These amendments are meant to be smaller changes to improve functionality, readability, and reduce conflict in the Code.

WUI Code

- Staff are actively participating in the countywide WUI Code update led by the Eagle County Wildfire Collaborative, working with Valley jurisdictions to ensure the Code reflects local conditions and implementation realities.
- The WUI Code (State Resilience Code) is intended to enhance wildfire resilience through fire-resistant exterior building materials, defensible space standards (including Fire Free 5), and landscaping requirements that prioritize native, water-wise, and low-flammability vegetation.
- Staff have secured free technical assistance from Headwaters Economics and are participating in monthly meetings with a peer-cohort and consultant to support evaluation and potential adoption over the next six months.
- Staff, in coordination with the Eagle County Wildfire Collaborative and Headwaters Economics, presented the WUI process at the January 6 joint work session and are incorporating Planning Commission and Town Council feedback.

- To inform policy development and implementation, staff have met with:
 - Norris Design and Old Growth Tree Service to evaluate WUI impacts on landscaping, plant health, and best planting practices.
 - Public Works to assess right-of-way landscaping challenges, including snow storage and long-term maintenance considerations.
- Staff are addressing identified issues through both code refinements and the development of community educational resources, with an emphasis on practical, cost-effective strategies that support property protection and long-term resilience.
- The Eagle County Wildfire Collaborative will continue countywide outreach with HOAs and community groups to support coordinated WUI implementation.
- Code amendments to adopt Code language to be in compliance with the WUI Code will be provided at the March 3 Planning Commission hearing (for the LUDC amendments), the March 10 Town Council (for the first reading of the Building Code ordinance), and the March 24 Town Council meeting (for the LUDC amendments and the second reading of the Building Code ordinance).
- We also anticipate bringing targeted questions to upcoming meetings to better understand what community character through landscaping means in different parts of the community.

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. Additional changes will be needed to the Design Guidelines to adapt to WUI Code, staff is working to provide initial comments on the guidelines as drafted, for the applicant to review as they wait on final Code language for WUI.

Haymeadow RMF-4A/5 Major Development Permit

- The applicant has resubmitted in response to staff comments, staff are reviewing and will send out for the second round of referrals soon.

Red Mountain Ranch, Parcel 1

- Has submitted Preliminary Plan Review and Major Development Plan applications; applicant has provided additional materials, and staff is working towards bringing project through public hearing, anticipated P&Z on February 17 and TC on February 24.

446 Broadway

- Has submitted a minor development permit application for a new mixed-use building. Developer's team has resubmitted with a new building design and variance application, necessitating a standard referral period.

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 with comments due on March 6.

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)

- Applicant has resubmitted and comments for the second referral are due Friday, March 27.

Mountain Tots Preschool- Major Development Permit

- Applicant has resubmitted and staff is working through the second round of review and referrals. Planning and Zoning recommended approval with conditions at the February 3 public hearing, and Town Council is scheduled for February 24.

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 incomplete as of 1.22.26.

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.
 - 1 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; however, several community members have been reaching out with interest in developing, opening businesses, or adding additions to homes.
- 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 2024	EOY 2025	2026
Inspections (n/i Planning, Public Works)	1944	1742	148
Permits Processed	334	425	20

P&Z and Council Meeting Schedule

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) • Resolution for approval of vendor agreement for software system
February 17 th (Planning Commission) • LUDC26-01 Misc. Code Amendments • Potential/Tentative for DR25-01 – Red Mountain Ranch
February 24 th (Town Council) • DR25-07 Mountain Tots • Potential/Tentative for DR25-01 – Red Mountain Ranch • 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

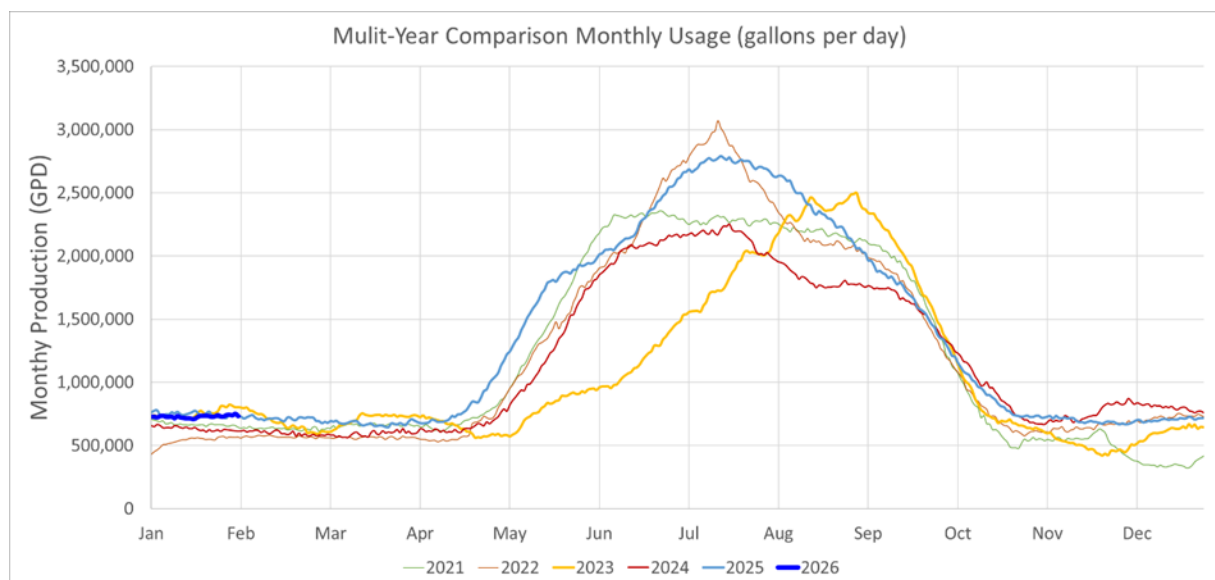
March 17 th (Planning Commission)
Potential for DR25-01 – Red Mountain Ranch (if not Feb 17)
March 24 th (Town Council)
- LUDC26-02 WUI / Turf Amendments - Resolution – WUI Map - Ordinance – Adoption of WUI 7A into Title 13 - Potential for DR25-01 – Red Mountain Ranch (if not Feb 24)
April 2026
April 7 th (Work Session)
Long Range Planning Priorities
April 7 th (Planning Commission)
April 14 th (Town Council)
April 21 st (Planning Commission)
April 28 th (Town Council)

PUBLIC WORKS

January 2026

Water (Stephan Wilson, Utilities Manager)

- Potable Water Production: Through January water production has increased from 0.7 to 0.73 million gallons per day (MGD). Currently 2026 is trending almost identically to 2025 winter usage. 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. The forming and pouring of the new foundation have been completed. The new booster is scheduled for delivery on 02/05. 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 four 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 completion in the next 2 weeks.



- 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. The project is currently awaiting approval from Eagle County to secure additional easement area and a change order for the additional work. The contractor (Gould) completed the flushing and trenching of 5,000 LF of new 24-inch HDPE waterline from the Old Adam's Rib Ranch HQ to Hardscrabble Rd. During January there were 4 leaks identified on the old 14-inch DIP line and services.



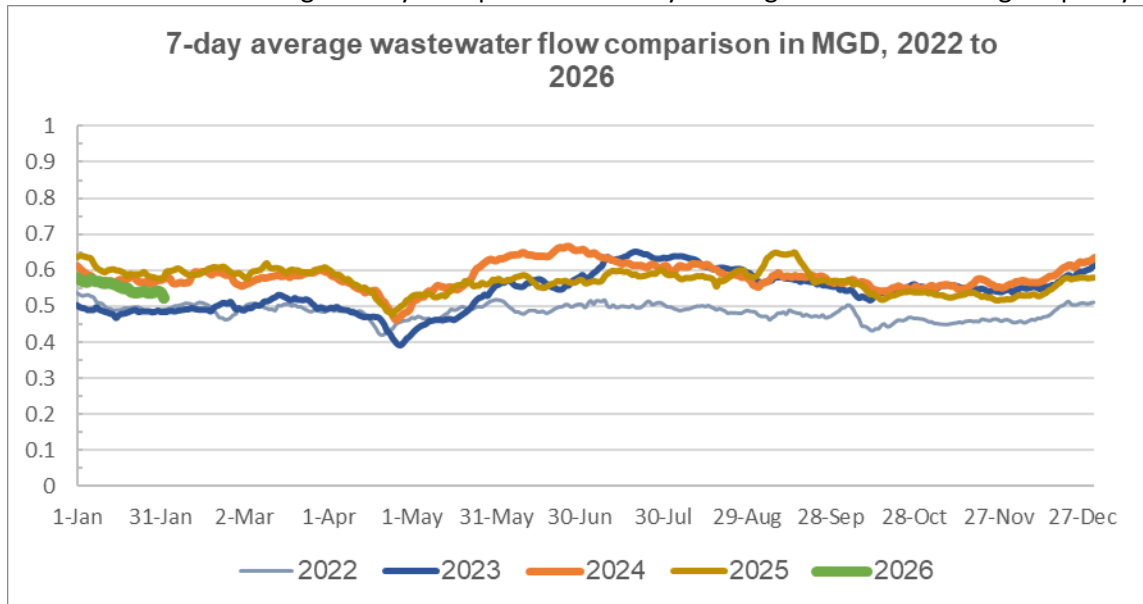
- Leak Repair: In January of 2026 water staff responded to a total of 6 watermain leaks. The main being replaced between Hardscrabble Rd and Adam's Rib Ranch HQ developed 4 leaks. One leak was fixed at the Lower Eby Creek Tank site, and the final leak developed on an old section of water main in front of Alpine Bank on Chambers Ave



- **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 0.50 MGD for January. These flows are consistent with 2022 and 2023, and slightly lower than the January period for the previous 2-years. Organic loading into the plant has also trended down during January. 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)

January 2026

General Updates:

- Staffing: Dylan O'Malia has been promoted to Utility Engineer. An Engineer I/II Project Engineer position remains vacant at this time, and the hiring process will begin in February.
- 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: 1

Public Improvements Developer Projects

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

Pavement Management

- 2026 Resurfacing Project- Under development

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: Project is out to bid, and will close on February 13th
- 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)

January 2026

OSRAC Update

E-Bike on Natural Surface Trail Update

Over the course of the January and February meetings, OSRAC conducted an in-depth review of e-bike use on town-managed natural surface trails. Discussion was guided by a memo compiled by staff and ultimately narrowed down to two conceptual recommendation paths: (1) a conditional allowance of Class 1, pedal assist e-bikes under an adaptive management framework, or (2) maintaining the current prohibition while identifying triggers for future reconsiderations. Committee members weighed factors including trail durability, wildlife impacts, user experience and safety, equity and access considerations, enforcement capacity, and regional alignment with neighboring landowners. All this was underscored with the importance of maintaining flexibility as technology and use trends evolve. Following extensive discussion, analysis, and public input the committee advanced a motion to support Option 2 and recommended that council maintain the current prohibition of e-bike use on town managed natural surface trails.

- OSRAC approved a motion to recommend that Council *“Maintain current prohibition of e-bikes on natural-surface open space trails. This approach preserves the status quo and leaves the door open for future consideration when updating or amending the TOE Master Plan or its policies. Reconsideration of class 1 e-bikes may also occur if other use changes are proposed by or decided by the BLM.”*
- The motion passed 5-2, with minority support expressed for a conditional Class 1 e-bike allowance under adaptive management.

This recommendation will be forwarded to Town Council for consideration as part of the broader e-bike policy discussion.

Standardized Proposal Review Checklist

OSRAC reviewed and provided feedback on a proposed standardized review checklist intended to clarify expectations for trail and open space proposals and to improve consistency in how projects are evaluated by staff, the Committee, and Town Council. The checklist is designed to represent a minimum level of information required for proposals involving new trails, changes in allowed uses, or other significant open space projects, while maintaining flexibility under existing Town code. Committee members expressed broad support for the framework and emphasized its value in streamlining review, improving transparency for applicants, and strengthening Council-facing materials.

The checklist would require applicants to work with the Open Space Manager to address core topics including :

- Purpose and need
- Recreation and user experience impacts
- Environmental and watershed impacts
- Wildlife and seasonal sensitivity considerations
- Community, stakeholder, and adjacent landowner input
- Operations, maintenance, and staffing implications

- Budget and funding sources
- Consistency with adopted master and management plans

Committee members supported using an online form-based format, with guidance, examples, and links to help applicants understand expectations. Additional suggestions included requiring a map component, clarifying which proposals rise to OSRAC review versus staff-level review, and providing applicants with a high-level process overview showing how proposals move from pre-application through Council consideration. Staff noted that this framework would be implemented as a case-study for an upcoming trail proposal review anticipated for March.

Project Updates

Restoration funding opportunity and project proposals

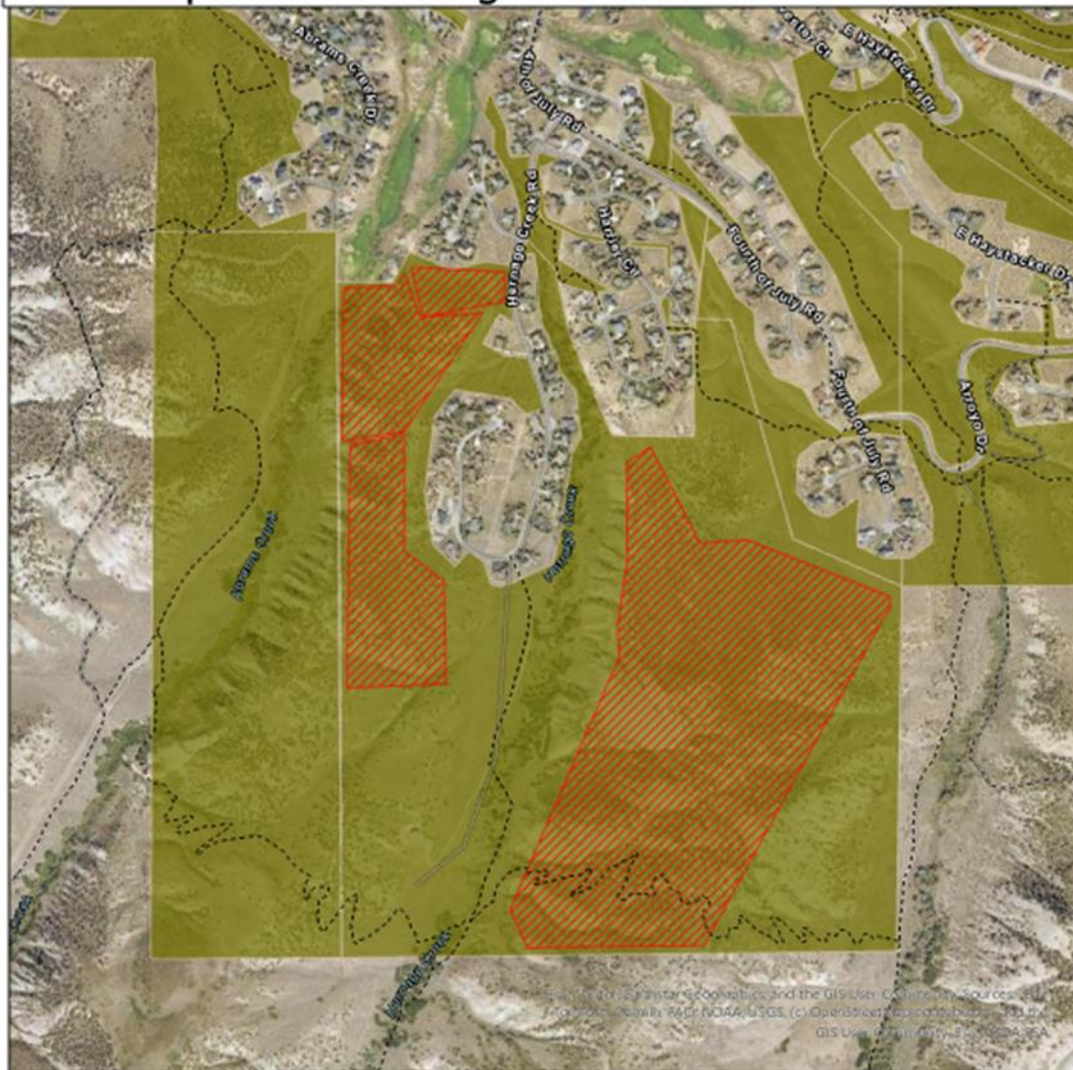
Staff has been coordinating with the Eagle County Conservation District (ECCD) to tackle some additional restoration projects with funding through the America the Beautiful Grant Challenge (AtB). ECCD was awarded \$160,000 to support a Grassland Restoration Cost Share program. These funds need to be spent by the end of 2026 and they have \$45,000 remaining that they are looking to spend to support Town's Open Space projects.

Staff is proposing a package of three on-the-ground restoration projects to utilize remaining funds. Collectively, these projects support wildfire resilience, invasive species management, habitat improvement, and long-term stewardship of Town open space lands. The Funding available will be enough to support restoration materials, equipment, and labor for all three projects. Labor will be supporting through two weeks of a Youth Conservation Corps from the Rocky Mountain Youth Corps. This is a big win for the town as well as the Conservation District to support restoration close to home!

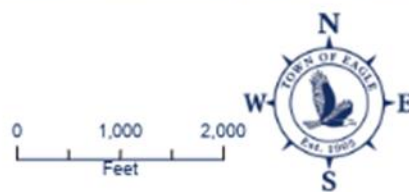
Project 1 – Post-Thinning Restoration (Eagle Ranch PJ Fuels Reduction Area):

Targeted reseeding and restoration of approximately 13 acres following a hand-thinning wildfire mitigation project (coordinated by the Eagle River Fire Protection District) to stabilize soils, reduce invasive species risk, address social trails, and support ecological recovery. This work will also be supported by local Scout Troop 231 as staff have been coordinating with them for a large service project in June.

Town of Eagle - Open Space Proposed Thinning and Restoration Areas

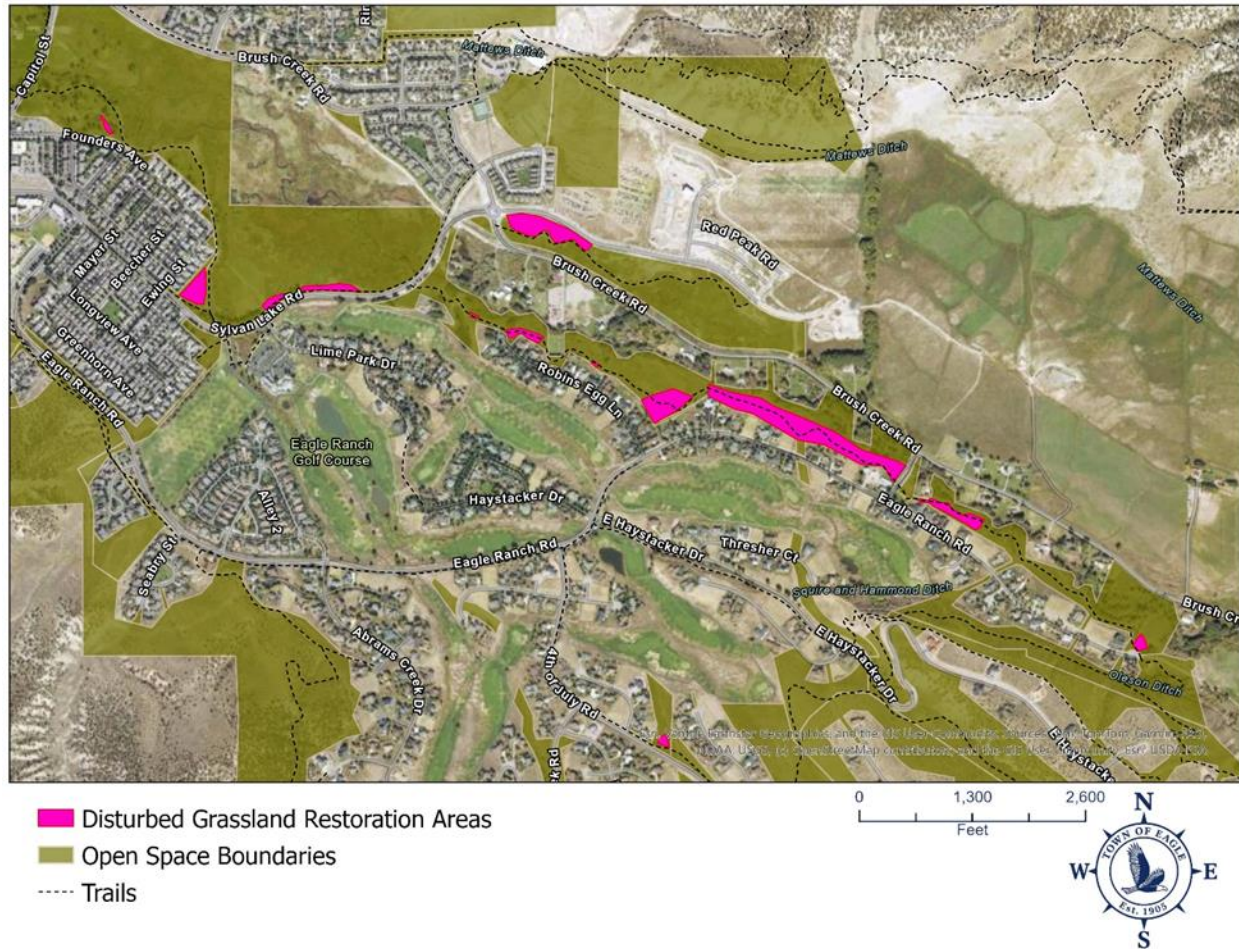


-  Proposed Thinning Location
-  Open Space Boundaries
-  Trails



Project 2 – Integrated Pest Management & Grassland Restoration (Primarily along the Crusher-Fine Trail in Brush Creek Open Space):

A phased Integrated Pest Management approach across approximately 23 acres of disturbed grassland dominated by annual weeds and non-native grasses. Initial efforts will focus on early weed suppression and establishment of competitive native perennial grasses to reduce long-term weed pressure and set the stage for future forb and pollinator restoration.

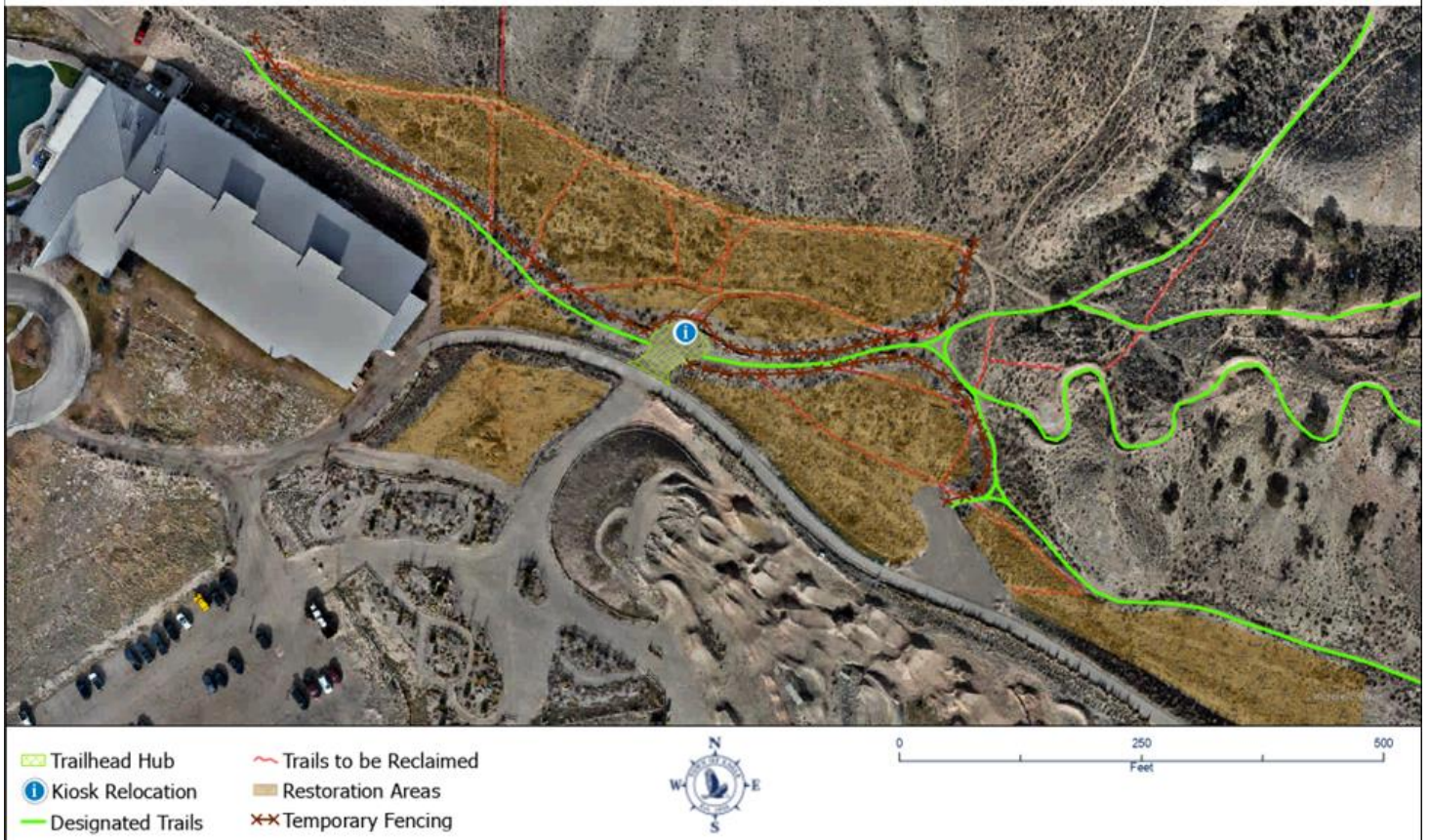


Project 3 – Social Trail Closure & Habitat Restoration (Haymaker Trailhead):

This project hopes to address long-standing resource damage and wayfinding issues at the Haymaker Trailhead by consolidating access, closing and restoring a network of unmanaged social trails, and improving circulation for a wide range of users. Approximately 2.5 acres of disturbed areas will be restored through targeted social trail closures, revegetation of compacted and eroded soils, and invasive species control.

A key objective of this effort is to improve overall flow and access by directing visitors to a centralized trailhead and kiosk location. This consolidation will reduce confusion, limit further proliferation of social trails, and create a clear point of contact where staff and partners can more effectively engage with visitors on trail conditions, seasonal closures, and stewardship messaging. Additionally, a more sustainable route for the high school mountain bike racers and spectators will be established.

Haymaker Trailhead Improvement Plan



Noxious Species Containment

Staff have been working with multiple partners to provide information and infrastructure aimed at reducing the spread of invasive species across Town-managed Open Space.

The Colorado Department of Agriculture is providing funding for up to three **Boot Brush Kiosks**, which educate visitors on how recreation can unintentionally spread noxious weeds through seeds carried on boots, bike tires, and pet fur. Messaging can be tailored to regional priority species. Staff have requested two kiosks, one for the Arroyo Trailhead and one at the Haymaker Trailhead, accompanied by educational materials focused on whitetop, Canada thistle, Russian knapweed, and houndstongue. Installation and ongoing maintenance of these kiosks will be handled by Open Space staff.



In addition, staff are coordinating with the Eagle River Coalition, Colorado Parks and Wildlife, Eagle Valley Trout Unlimited, and Eagle County Open Space to expand outreach and infrastructure related to aquatic nuisance species (ANS) prevention. This effort is time-sensitive, as [New Zealand mud snails](#) have been detected in the Eagle River downstream of Town. Colorado Parks and Wildlife has provided a **wader cleaning station** to the Eagle River Coalition, and staff are coordinating on its placement and maintenance, with the potential for additional stations in the future. Eagle Valley Trout Unlimited has also offered to help coordinate volunteers to assist with ongoing maintenance of these units.



STREETS (Kevin Fontana, PW Ops Manager)

January 2026

- Continued tree trimming around town
- A lot of No Parking and STOP signs were replaced.
- Replaced several signs knocked down by drivers during the storm
- Hauled snow from cul-de-sacs.
- Sold # items at Auction. V-Box, Tac Pot, and Mower Deck

B&G (Kevin Fontana, PW Ops Manager)

January 2026

- TH RTU's and heat temp controls are dialed in
- Filled an open position. Welcome Nate!
- Started repairs of Town Park Restrooms (Fire)
- We were able to remove graffiti from the Info Center Restrooms.
- Repaired and added a swing at Terrace Park.

TOWN CLERK

January 2026

Ask the Town

Date	Comment
1/5	We're new to the area and wanted to know what days are trash days for Macdonald street? Is it a different entity besides the town office Eagle that does this task?
1/12	I would like to go paperless on my bill ?
1/20	how do i set up water and sewer service
1/23	My concern is the lot across from our parking has two different campers with people living out of them full time they are running generators day and night. The campers are hidden from view from every direction but our parking lot located at 530 E 3rd st.
1/29	Is there a way to put an arrow merging traffic on the Eagle Ranch/Hwy 6 roundabout.? there has been several times where ppl heading Westbound on Hwy 6 are not merging with others in the roundabout.
1/29	Is there anyway, we could slow traffic down on Hwy 6 Eastbound from Broadway to the roundabout so people coming off of Capitol can actually get on Hwy 6. It is kinda a curve and the cars comes whipping around the curve before Broadway. Food for thought...safety!
1/31	I think signage should be placed at the Brush Creek park to tell people not to approach the elk (like the signs on the eagle ranch golf course). I live on short horn and I can see people approaching the herd or driving closer to take photographs. Its Saturday at dusk and I'm watching a steady stream of traffic drive in.

Records Requests

2021	2022	2023	2024	2025	2026
30	41	29	58	55	10

**Various Town Departments respond to Records Requests*

Licensing

- 2026 Business License New & Renewals – 175
- Delinquent Business License Businesses – 0
- Liquor License Authority & Administrative Approvals
 - Liquor License Renewals in Progress: Loaf N Jug
 - New Liquor Licenses in Progress: None

Training/Meetings

1. January 6- Town Council Work Session
2. January 13- Town Council Meeting
3. January 27- Town Council Meeting
4. January 27- Town Council CIRSA Training

JANUARY

POLICE DEPARTMENT

2026 January Calls for Service: 1,374 2025 January Calls for Service: 889

DEPARTMENT ANNOUNCEMENTS:

Eagle County Special Operations Unit (SOU):

Officer Nick Deering has been a member of the SOU team since 2021, serving in the Support & Logistics section. In this role, he operates armored vehicles, drones, and robots, while also providing essential logistical support during high-risk incidents. Officer Deering has consistently excelled in this position, and SOU leadership has recognized him as a key contributor to the team's success. Because of his dedication and performance, Officer Deering was recently promoted to Assistant Team Leader (ATL) within the SOU command structure. Eagle PD is incredibly proud of Officer Deering and the commitment he shows to keeping our community safe.

Lieutenant Luke Causey has served with SOU since 2009. He began in the Operations section as a Sniper/Observer and was promoted to Element Leader in 2018. Lt. Causey has also serves as a Colorado Subject Matter Expert (SME) for new and developing SOU/ Sniper teams. He is also a state instructor through the Rocky Mountain Tactical Team Association (RMTTA). In recognition of his long-standing dedication and leadership, Lt. Causey was recently promoted to a Team Leader (TL) within the SOU command structure. This is the highest rank an Eagle PD member has ever achieved within SOU, and we could not be more proud of this accomplishment!

We would also like to recognize three additions to the SOU Support team: CEO Ronald Delp, Sergeant Suehrstedt, and Records Supervisor Madison Vaughan, and one addition to the SOU Negotiations team: Officer Terrazas.

“BELIEVE” TrueBold Leadership Training:

The department attended leadership training over the course of two days learning about the choice of leadership; designed specifically for today’s law enforcement professionals. Focusing on trust-building leadership, self-leadership, and the practical behaviors that shape strong teams and healthy cultures, this training helped to strengthen our commitment to trust-based policing and leading with professionalism, accountability, and connection.

CODE ENFORCEMENT UPDATE:

Code Violation	Area	Outcome	Status
Outside Storage/Junkyard	Sawatch	3 rd Warning Given	Pending
Noise – Barking	Chambers	Forwarded to Town Attorney	Pending
Illegal Occupancy	Grand Ave	Summons Issued	Pending
Camping	Young Street	Warning Issued	Pending

NOTABLE CALLS

MULTI-AGENCY ASSIST: After calling off duty, a deputy with Eagle County Sheriff’s Office observed a vehicle matching the description of a homicide/kidnapping suspect on the interstate. The vehicle fled and was eventually stopped. Two subjects exited the vehicle, and one of the suspects fled on foot. Wolfe responded to assist, as then did Chief Buhlman, Lt. Causey and Officer Deering with the Eagle County Special Operations Unit (SOU), and Sgt. Westering. In addition to the on-scene support provided by our officers, Public Information Officer (PIO) Vaughan and Records Technician Johnson responded to Eagle County Sheriff’s Office to provide support to their PIOs during the process of releasing information to the public and media, and were present for the live news conference. The interstate was shut down for much of the day so that the search could be safely conducted, and the suspect was taken into custody that afternoon.

ECSO ASSIST: Officer Deering assisted with a traffic stop at Conoco. Officers on scene found evidence of illegal rooster fighting and large amounts of cash. GRANITE ended up seizing approximately 25k in cash, 17 roosters, animal fighting paraphernalia, and 4 grams of methamphetamine.

DRONE DEPLOYMENT:

Officers received a call about a criminal incident describing a suspect with self-inflicted injuries. This individual was reported to be armed with a weapon and fled on foot from the scene. Officer Delp launched the EPD drone and was able to locate the suspect. Sergeant Shaffer, Sergeant Suehrstedt, Officer Scriver, Officer Stahl, and Officer Wolfe also responded to this incident. EPD Officers set up a perimeter with assistance from the Eagle County Sheriff’s Office and Colorado State Patrol. Officer Stahl and a Colorado State Trooper made contact with the suspect, and they were subsequently taken into custody safely.

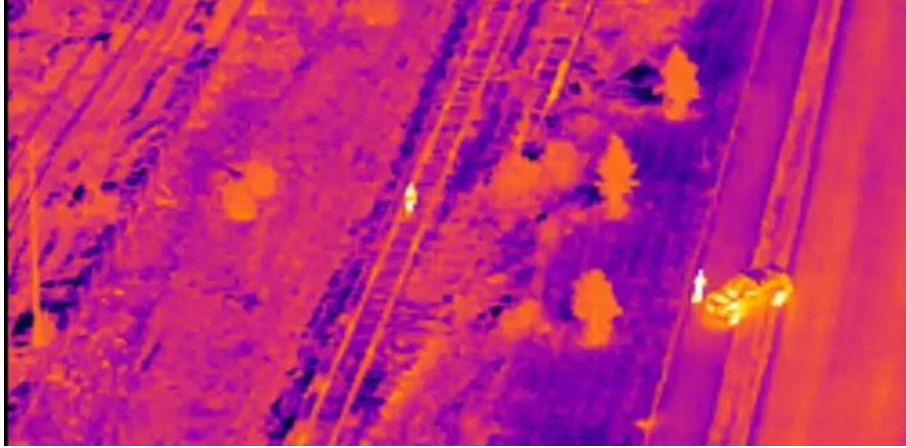


Photo description: Suspect can be seen walking on the railroad tracks. To the right, one of our officers can be seen standing by their patrol car attempting to make contact from a safe distance.



Photo description: Suspect can be seen walking on the railroad tracks, crossing the river.

MUNICIPAL COURT
Court Held on: 1/7/2026

JANUARY 2026 REPORT

Citations Issued	Current	YTD	2025
Animal Control	6	6	36
Misdemeanor/Ordinance	8	8	14
Parking	0	0	66
Traffic	14	14	98
Total	28	28	178

Fines and Fees Collected	Current	YTD	2025
Total Court Costs	\$210.00	\$210.00	\$2,110.00
Total Fines	\$2,783.00	\$2,783.00	\$24,923.00
Total Surcharges	\$130.00	\$130.00	\$3,050.00
Total Third Party (Restitution)	\$-		
Total	\$3,123.00	\$3,123.00	\$30,083.00

Dispositions (Payments or Court Appearances)	Current	YTD	2025
Animal Control	5	5	19
Juvenile		0	9
Misdemeanor/Ordinance	1	1	3
Parking		0	15
Traffic	8	8	51
Total	14	14	97

Outstanding Fines and Fees at Collections	Total	Collection
Current	\$50.00	
1-30 Days Past Due	\$315.00	
31-60 Days Past Due	\$80.00	
61-90 Days Past Due	\$1,350.00	**At Collections
91-180 Days Past Due	26,646.47	**At Collections



To: Mayor Woods and Town Council

From: Jessica Lake, Senior Planner, Community Development Department

Date: February 10, 2026

Agenda Item: Update: Trailhead Park Amenities

REQUEST: Staff is providing an update to Council on the amenities planned for Trailhead Park within the Haymeadow development.

BACKGROUND:

As part of the Haymeadow development, the Town worked with Abrika Properties, LLC to revise the future ownership structure for the Trailhead Park parcel. Rather than conveying the property to the Town, as originally required under the Annexation and Development Agreement (ADA), the parcel will be transferred directly to the Haymeadow Metropolitan District. This change provides a clear community benefit by allowing the Metropolitan District—working in coordination with the Haymeadow Homeowners Association (HOA)—to plan, fund, construct, and maintain park amenities that will be available for public use.

Under the original ADA, the Town would have received ownership of the park land at the time of the first final plat for Neighborhood A2; however, the agreement did not require the developer to install any park amenities. If the Town had taken ownership at that stage, the Town would have been responsible for leading and funding the master planning, design, and construction of all recreational improvements. These costs are not currently included in the Town’s capital improvement budget, nor does the Town have staffing resources allocated to manage a park build-out of this scale.

Transferring ownership to the Metropolitan District established a more feasible and timely path for park development. While the Metropolitan District assumes responsibility for funding and implementation, the Town retains an important role in ensuring the park meets community expectations through ongoing coordination, review, and approval processes.

The representative for the Haymeadow property, their consultant Norris Design, and Town staff initiated the park planning process in August 2025.

ANALYSIS:

Trailhead Park is envisioned as a future neighborhood park within the Haymeadow development that will serve both nearby residents and the broader Eagle community. To ensure the park reflects community needs, interests, and values, the Haymeadow Metropolitan District engaged Norris Design to lead a public outreach and conceptual planning process.

The early phases of the project have focused on outreach, data collection, and listening to a broad range of voices prior to advancing toward a more refined park design. Norris Design implemented a multi-pronged outreach strategy intended to engage residents with varying interests, ages, and levels of familiarity with the Haymeadow area.

Outreach efforts to date have included:

- **Community Survey**

An online survey was developed and distributed to gather input on desired park amenities, recreation needs, and overall priorities for Trailhead Park. The survey was designed to capture perspectives related to active recreation, playground features, community gathering spaces, and passive park amenities.

The online survey was conducted through SurveyMonkey and was open from October 3rd to November 8th, receiving a total of 86 responses. The survey was distributed via the Town's website and social media channels, as well as Mountain Recreation's social media platforms. The bilingual survey (Spanish and English) included 12 short questions designed to gather community input on existing parks in Eagle and priorities for a new community park.

Key takeaways from the survey indicate strong community support for investing in a recreation-focused park. Respondents expressed a desire for active amenities such as multi-use courts, a new pump track, and an open multi-use field. In addition, there was consistent feedback emphasizing the importance of shade trees and shade structures to support leisure and passive use areas.

- **In Person Outreach Events**

Norris Design led two in-person community outreach events during the engagement process. The first event took place at Learn to Skate Night at the Eagle Pool and Ice Rink on October 9th. Feedback from this event focused primarily on playground amenities, with participants expressing interest in specific play elements. There was strong enthusiasm for nature-based play areas, as well as traditional features such as slides and ziplines.

The second event was Trick-or-Treat Street on October 29th. This event had a very high turnout and generated robust feedback. Community input from the event emphasized a desire for a park with a natural character, including large shade trees, pollinator gardens, and spaces for leisure and passive activities. Additionally, there was significant interest in

adding volleyball courts, which was previously not considered, highlighting a new priority identified through community engagement.

- **Outreach Boards and Visual Engagement Tools**

Community outreach boards and other visual tools were used to communicate the project vision, illustrate potential amenities, and encourage participation in the planning process.

Information gathered through the survey and in person outreach has been compiled and analyzed by Norris Design. This public input served as the foundation for development of a preliminary park concept intended to reflect community priorities, balance active and passive uses, and respond to the surrounding context and anticipated-person outreach has been compiled and analyzed by Norris Design. This public input served as the foundation for development of a preliminary park concept intended to reflect community priorities, balance active and passive uses, and respond to the surrounding context and anticipated users of Trailhead Park.

The community outreach process directly informed the park design, guiding both the addition of new elements and the refinement of others based on community priorities. Key feedback influenced the scale and layout of several minor features, including the amphitheater and multi-use lawn, the playground and nature play areas, sports courts, and the pump track.

Community input revealed that a large amphitheater was not a priority, while a larger, more robust playground was strongly desired. In response, the design was adjusted to reallocate space accordingly. Similarly, feedback highlighted a strong demand for active recreation, leading to an expansion of sports courts areas. These changes demonstrate how the design evolved through an iterative process grounded in community needs and preferences.

In addition to community-wide outreach, Norris Design, working in coordination with Town staff, convened an advisory committee to provide more focused and ongoing feedback throughout the planning process. The advisory committee includes representatives with a range of interests and perspectives and has served as a sounding board for early concepts, priorities, and concerns. The advisory committee meets once a month for the duration of the planning process.

Feedback from the advisory committee has complemented broader public input and helped identify considerations related to park functionality, compatibility with surrounding uses, and long-term operations and maintenance.

NEXT STEPS

The next step in the process is to bring the concept design back to the community for a final round of input. This session will provide an opportunity to present the design and gather any remaining comments or feedback.

Following this final community engagement, the project team will prepare a more detailed Park Plan and share it with stakeholder groups for review, feedback, and potential revisions. The

process will conclude with a final presentation to Town Council to review and consider adoption of the Trailhead Park Plan.

COMMUNITY INPUT: Detailed in the Analysis section.

BUDGET/STAFF IMPACT: Staff time during the public engagement process and stakeholder meetings.

STRATEGIC PLAN ALIGNMENT/STANDARDS ACHIEVED:

Match infrastructure to quality of life and focus on recreation, events and open space both align with this proposal.

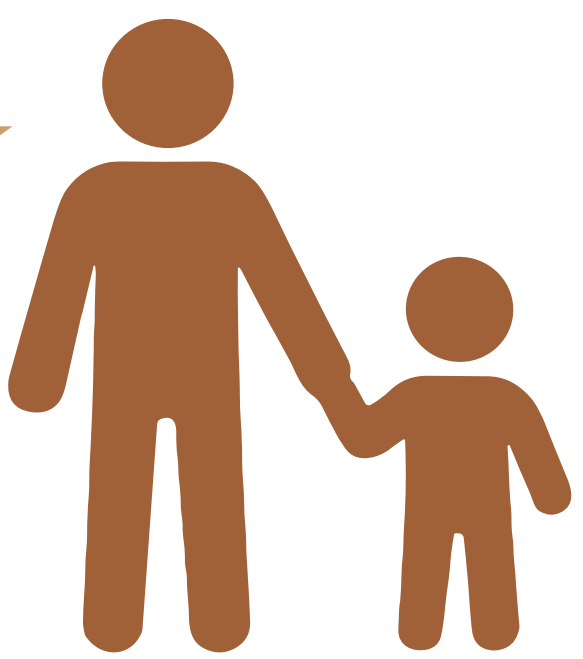
ATTACHMENTS:

- Trailhead Park Presentation
- Trailhead Park Survey Results

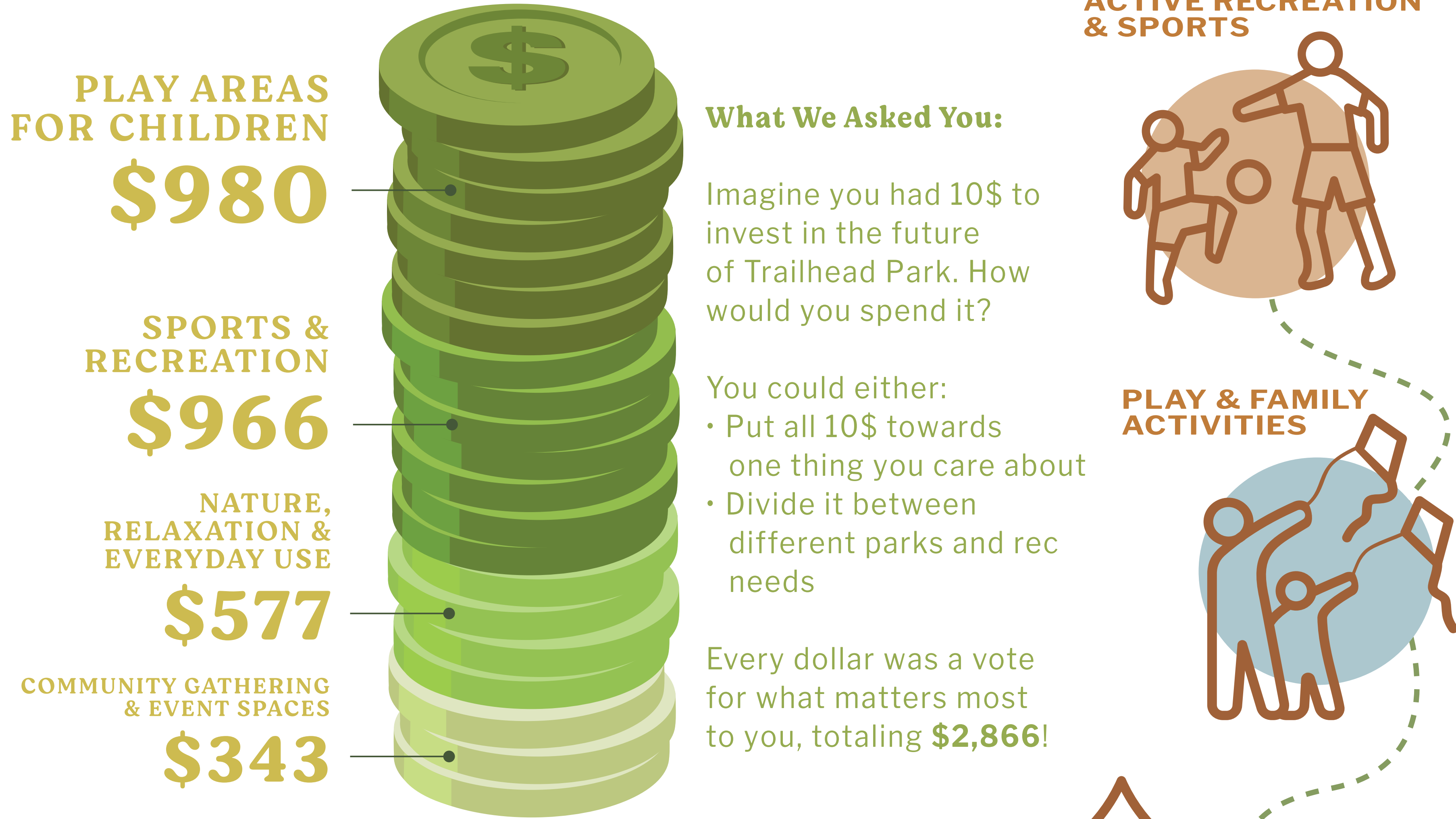
HAYMEADOW

TRAILHEAD PARK – SURVEY RESULTS

Kids participated in inperson surveys favoring beach areas, playgrounds, and lawn spaces.



THE MONEY QUESTION



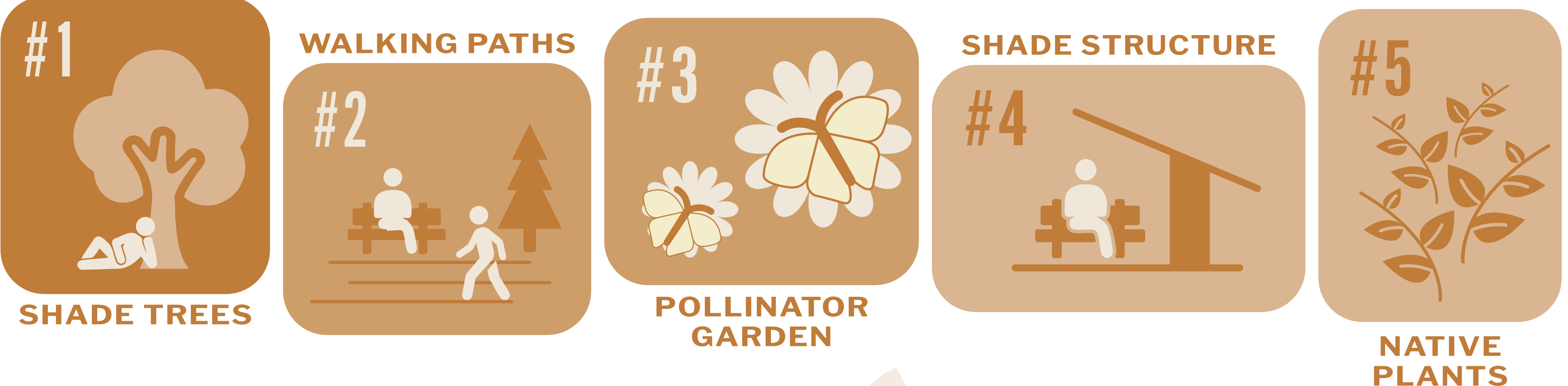
TOP PLAYGROUND AMENITIES DESIRED



TOP ACTIVE RECREATIONAL AMENITIES DESIRED



TOP PASSIVE RECREATIONAL AMENITIES DESIRED



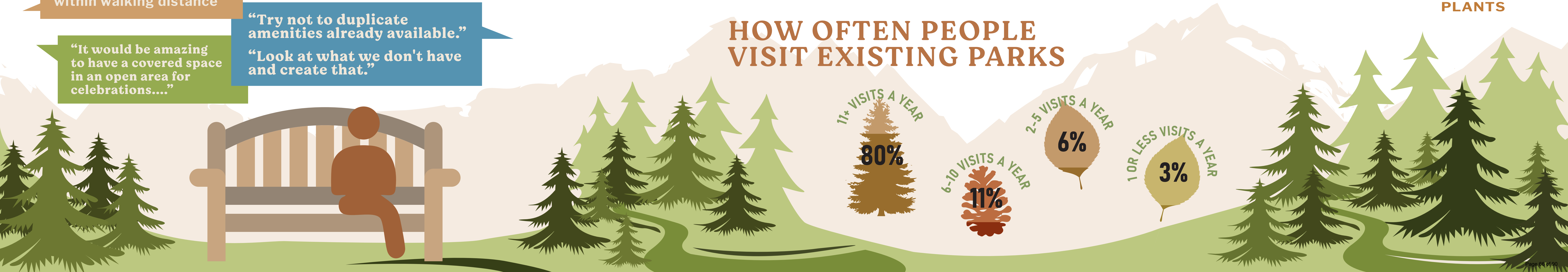
YOUR VOICES!

- “Would love more accessible options!”
- “A gathering area for teens and adults”
- “A fenced dog park within walking distance”
- “It would be amazing to have a covered space in an open area for celebrations....”
- “Would love a place to hang hammocks!”
- “A paved pump track for the kids!”
- “Try not to duplicate amenities already available.”
- “Look at what we don't have and create that.”



TOP 3 ACTIVITIES WHEN VISITING PARKS

HOW OFTEN PEOPLE VISIT EXISTING PARKS





Design Process

Establish vision and goals

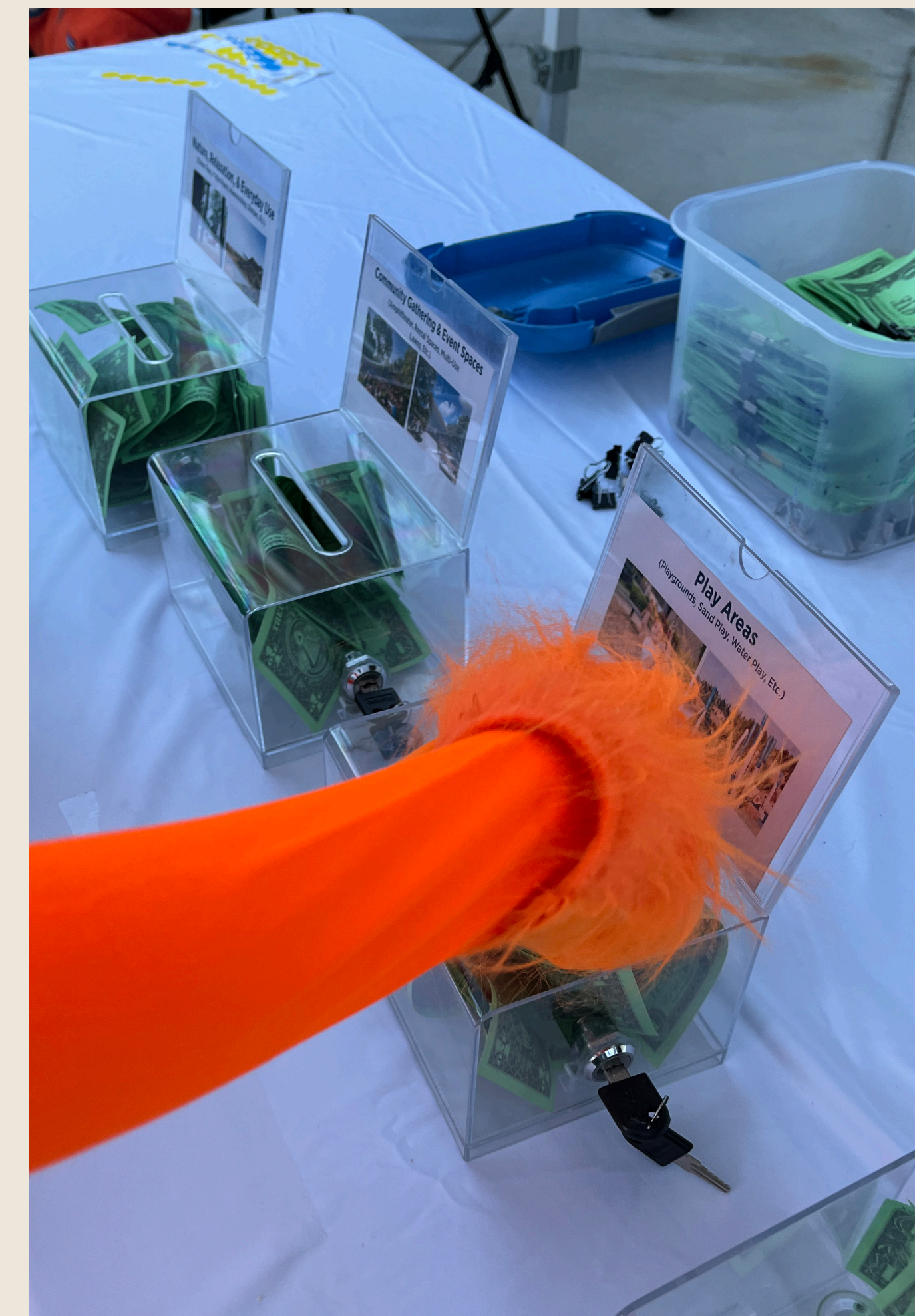
Create and launch community wide online survey – October 2025

Attend the Learn to Skate Night on 10/09/25 at pool and ice rink

Attend Trick or Treat Street on 10/29/25 in Eagle CO

Analyze survey and in person results. Share them with advisory committee for feedback

Develop a conceptual park plan driven by community input



HAYMEADOW

TRAILHEAD PARK – SURVEY RESULTS

Kids participated in inperson surveys favoring beach areas, playgrounds, and lawn spaces.

THE MONEY QUESTION



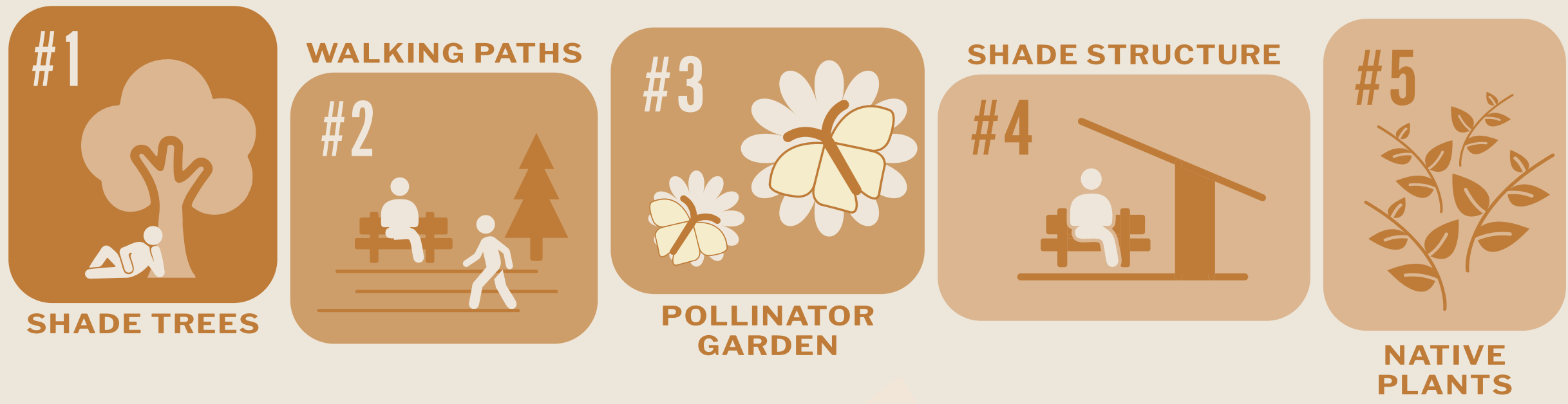
TOP PLAYGROUND AMENITIES DESIRED



TOP ACTIVE RECREATIONAL AMENITIES DESIRED



TOP PASSIVE RECREATIONAL AMENITIES DESIRED



YOUR VOICES!

“Would love more accessible options!”

“A gathering area for teens and adults”

“A fenced dog park within walking distance”

“It would be amazing to have a covered space in an open area for celebrations....”

“Would love a place to hang hammocks!”

“A paved pump track for the kids!”

“Try not to duplicate amenities already available.”

“Look at what we don't have and create that.”

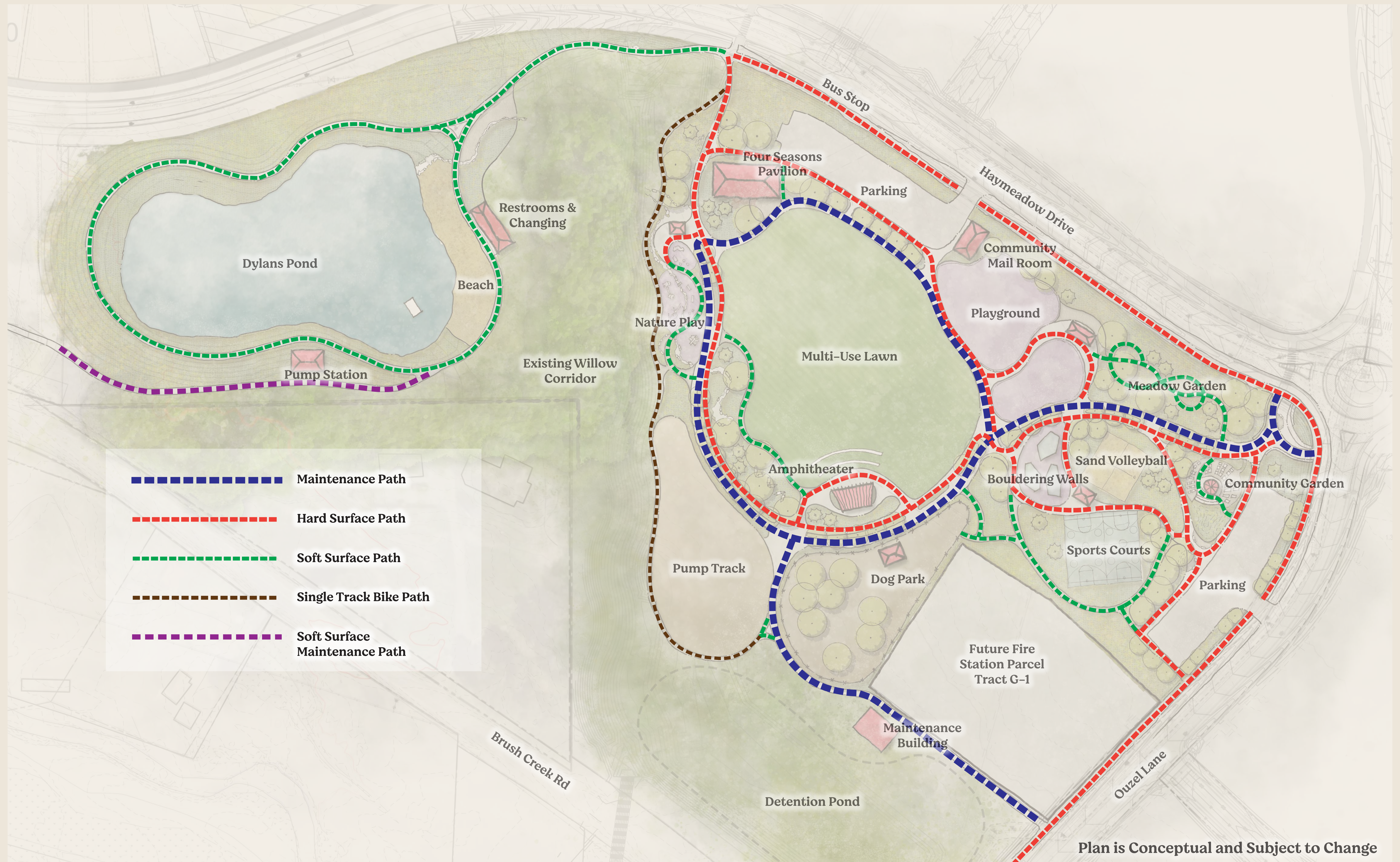
TOP 3 ACTIVITIES WHEN VISITING PARKS



HOW OFTEN PEOPLE VISIT EXISTING PARKS









Four Seasons Pavilion



Nature Play



Amphitheater
Photo: Scott Peterson



Amphitheater Seating



Multi-Use Lawn



Hammock Hang Area



Walking Paths



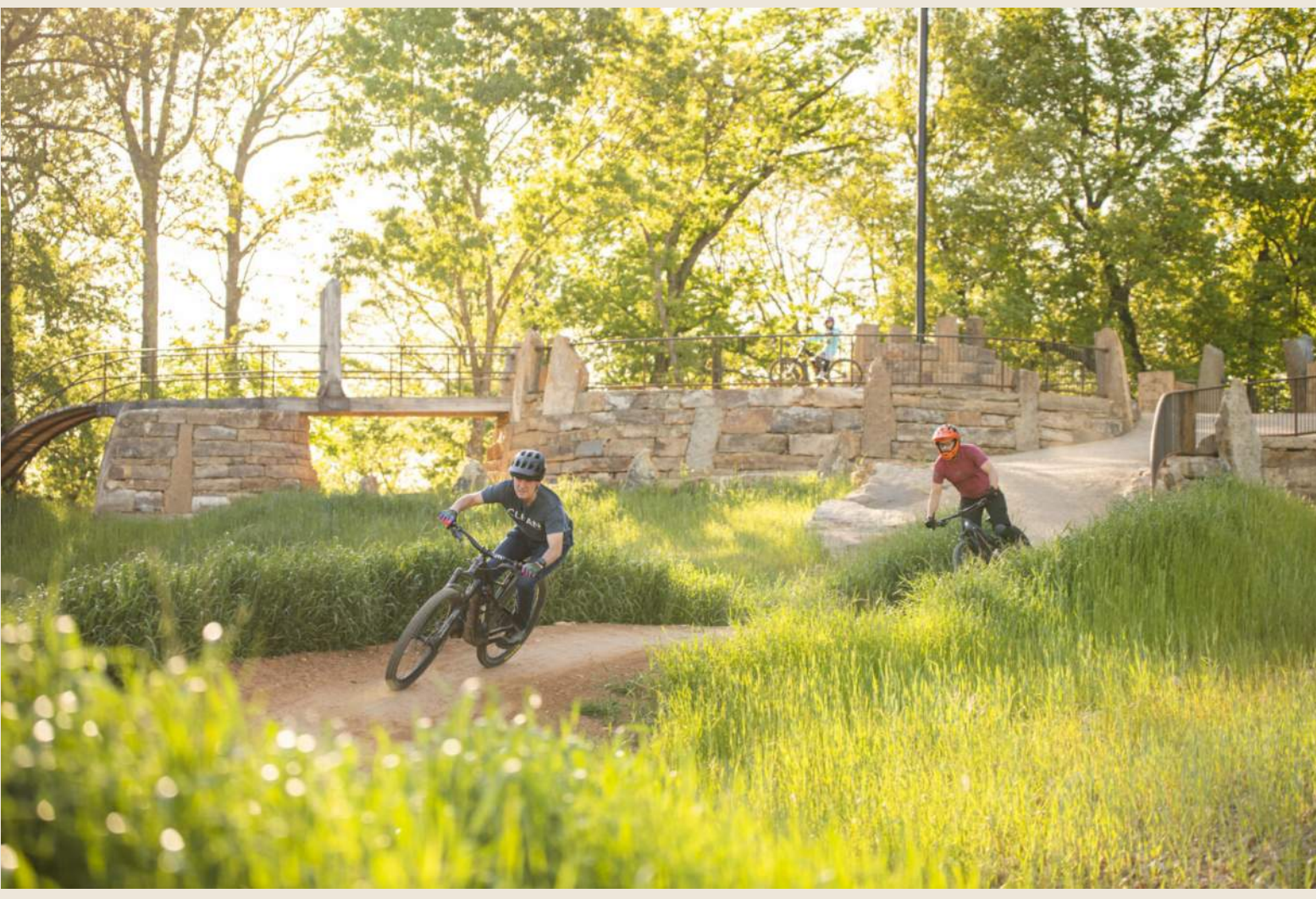
Pump Track
Photo: Flow Design Collaborative



Pump Track
Photo: Flow Design Collaborative



Dog Park



Soft Surface Single Track
Photo: Mike Cartier



Entry Sign



Sports Courts



Community Garden



Sand Volleyball Pits



Bouldering Walls



Meadow Garden



Meadow Garden



Playground



Playground



Shade Structures



Plan is Conceptual and Subject to Change



Daylight Water Feature



Swim Platform



Swimming Pond and Beach



Water Sports



To: Mayor Woods and Town Council
From: Nikki Davis, Economic Development & Housing Specialist
Date: February 10, 2026
Agenda Item: Ordinance 02, Series 2026, An Ordinance of the Town of Eagle, Colorado, Amending Ordinance No. 25, Series 2020, to Include Additional Property Within the Boundaries of the Eagle Downtown Development Authority Pursuant to C.R.S. § 31-25-822.

REQUEST: Staff requests that the Town Council consider Ordinance 02, Series 2026, amending Ordinance No. 25, Series 2020, to include additional property within the boundaries of the Eagle Downtown Development Authority pursuant to C.R.S. § 31-25-822.

BACKGROUND: The Eagle Downtown Development Authority (DDA) was established by Town Council in 2020, with district boundaries formally adopted by [Ordinance No. 25, Series 2020](#). The DDA was created to support economic vitality, reinvestment, and strategic improvements within the downtown area. Colorado law allows for the inclusion of additional property into an existing DDA district through a Petition for Inclusion process initiated by the fee owner(s) of property adjacent to the current district boundary. To date, the Eagle DDA has not received or processed a petition for inclusion, making this the first request of its kind since the DDA's formation.

On August 5, 2025, the fee owners of the property commonly known as 212 E. Third Street submitted a formal Petition for Inclusion requesting that the property be added to the DDA district. The petition includes the required ownership documentation and legal description and meets the statutory requirements outlined in C.R.S. § 31-25-822.

At its January 20, 2026 meeting, the DDA Board reviewed the petition and adopted Resolution 01, Series 2026, approving the request and forwarding it to Town Council for consideration.

ANALYSIS: C.R.S. § 31-25-822 establishes the statutory procedure for expanding an existing DDA boundary through owner-initiated petitions. The statute requires that petitions be signed by the fee owner(s) of each parcel proposed for inclusion and that the DDA Board find the petition to be complete and compliant prior to forwarding it to the local governing body.

Town Council's role is to consider adoption of an ordinance amending the DDA boundary to include the subject property. Approval of the ordinance formally incorporates the property into the DDA district and authorizes the Town to update the official district boundary map accordingly.

Approval of the ordinance does not create a new tax or require additional Town investment. Rather, it recognizes the inclusion of the property within the DDA boundary consistent with state statute and the DDA's adopted [Plan of Development](#). From a structural standpoint, inclusion of additional property within the DDA boundary will, over time, modestly expand the Authority's ability to leverage property tax increment revenues, which are the DDA's sole funding source, to support downtown reinvestment efforts. Once included, the property becomes eligible to participate in future DDA programs or initiatives that may be offered within the district.

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

BUDGET / STAFF IMPACT: There is no immediate fiscal impact associated with adoption of this ordinance. The action does not increase or create a new tax, nor does it require a budget appropriation from either the DDA or Town Council. Currently, the DDA is funded solely through property tax increment revenues generated within the district. They do not receive funding from sales tax or a mill levy.

Staff will coordinate with the Eagle County Assessor's Office to ensure that district boundaries are accurately reflected for administrative and reporting purposes.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED: This action aligns with the 2020 Town of Eagle Strategic Plan by supporting economic vitality and strategic reinvestment in the downtown core.

RECOMMENDED ACTION OR PROPOSED MOTION: A motion to approve or deny Ordinance 02, Series 2026, An Ordinance of the Town of Eagle, Colorado, Amending Ordinance No. 25, Series 2020, to Include Additional Property Within the Boundaries of the Eagle Downtown Development Authority Pursuant to C.R.S. § 31-25-822.

ATTACHMENTS:

1. Ordinance 02, Series 2026
2. ([LINK](#)) Exhibit A: Petition for Inclusion
3. ([LINK](#)) Exhibit B: Amended DDA District Map
4. ([LINK](#)) DDA Resolution 01, Series 2026

TOWN OF EAGLE, COLORADO
ORDINANCE NO. 02
(Series of 2026)

AN ORDINANCE OF THE TOWN OF EAGLE, COLORADO, AMENDING ORDINANCE NO. 25, SERIES 2020, TO INCLUDE ADDITIONAL PROPERTY WITHIN THE BOUNDARIES OF THE EAGLE DOWNTOWN DEVELOPMENT AUTHORITY PURSUANT TO C.R.S. § 31-25-822.

WHEREAS, the Town Council of the Town of Eagle, Colorado ("Town Council") adopted Ordinance No. 25, Series 2020 creating the Eagle, Colorado Downtown Development Authority (the "DDA") and establishing the boundaries of the Downtown Development Authority District (the "DDA District"); and

WHEREAS, by Town Council Resolution No. 44, Series 2022, the Town of Eagle adopted the Downtown Development Authority Amended Plan of Development (the "Plan") for the DDA, designating the Plan Area as appropriate for redevelopment; and

WHEREAS, C.R.S. § 31-25-822 pertaining to DDAs provides that proceedings for inclusion of additional property within an existing DDA shall be initiated by petition to the Board of Directors (the "Board") signed by the owner or owners in fee of each parcel of land adjacent to the existing DDA District sought to be included; and

WHEREAS, the Board received a petition dated August 5, 2025 from Noreen M. Woods and Bryan Woods, the owners in fee of the property commonly known as 212 E. Third Street, Eagle, Colorado 81631, and more particularly described as LOTS 13 AND 14 AND THE NORTH 15 FEET OF LOT 15, BLOCK 15, TOWN OF EAGLE, COUNTY OF EAGLE, STATE OF COLORADO, (the "Property") requesting inclusion into the DDA District of real property in Eagle, Colorado attached hereto as Exhibit A and incorporated herein; and

WHEREAS, on January 20, 2026, the DDA Board approved the petition by way of DDA Resolution 01, Series 2026; and

WHEREAS, the Town Council has determined that the requirements of C.R.S. § 31-25-822 are met; and

WHEREAS, the Town Council finds that it is in the best interest of the Town and the public health, safety and welfare to approve the petition and amend the DDA District boundary as set forth in Exhibit B; and

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

Section 1 The foregoing recitals are incorporated herein as if set forth in full.

Section 2. The Property is hereby incorporated into the Eagle Downtown

Development Authority District.

Section 3. Ordinance No. 25, Series 2020 is hereby amended as follows, with double underlined text added and ~~strike through language~~ deleted:

Section 2. Boundaries. The boundaries of the Authority shall be as set forth in the map attached hereto as Exhibit B ~~Ordinance No. 21, Series 2020~~. The Authority may include additional property within the boundaries of the Authority as provided in C.R.S. § 31-25-822.

*Exhibit A to Ordinance No. 25, Series 2020 is Exhibit B to this Ordinance.

Section 4. All ordinances heretofore passed and adopted by the Town Council of the Town of Eagle, Colorado are hereby repealed to the extent that said ordinances, or parts thereof, are in conflict herewith.

Section 5. If any section, subsection, clause, phrase, or provision of this ordinance, or the application thereof to any person or circumstance, shall to any extent, be held by a court of competent jurisdiction to be invalid, void, or unconstitutional, the remaining sections, subsections thereof to any person or circumstance, shall remain in full force and shall in no way be affected, impaired, or invalidated.

Section 6. This ordinance shall become effective pursuant to the Charter Section 6.03(5).

INTRODUCED AS AN ORDINANCE, READ, MOVED, AND ORDERED PUBLISHED ON
FEBRUARY 10, 2026.

TOWN OF EAGLE, COLORADO

Jamie Woodworth Foral, Mayor Pro Tem

ATTEST:

Camille Deering, Town Clerk



To: Mayor and Town Council

From: Camille Deering, Town Clerk

Date: February 10, 2026

Agenda Item: Ordinance 04, Series 2026- "An Ordinance of the Town Council of the Town of Eagle, Colorado, Amending Chapter 5.16 of the Eagle Municipal Code for the Purpose of Streamlining the Application Process for a Retail Tobacco License."

REQUEST: To **APPROVE** or **DENY** Ordinance 4, Series 2026, An Ordinance of the Town Council of the Town of Eagle, Colorado, Amending Chapter 5.16 of the Eagle Municipal Code for the Purpose of Streamlining the Application Process for a Retail Tobacco License."

BACKGROUND: Businesses that sell tobacco products within the Town of Eagle must obtain a retail tobacco license. The Town Council serves as the tobacco licensing authority and is responsible for approving, denying, or approving license applications with conditions. Applications are submitted to the Town Clerk, who circulates them to the Town Planner, Building Official, and Police Department to verify compliance with all applicable laws, rules, and regulations. The Town Council reviews the application and staff findings at a public meeting within 30 days of submission. Approval requires full compliance with legal, zoning and building requirements, as well as payment of all required fees and taxes. Applications may be denied for reasons including false or misleading information, recent license revocation, unpaid Town obligations, or concerns related to public health or safety. Approved retail tobacco licenses are issued for a one-year term, beginning January 1st and expiring December 31st.

ANALYSIS: Allowing the Town Clerk to approve or deny applications would streamline the retail tobacco licensing process. Currently, applications can take approximately 30 days to be fully processed and approved by the Town Council. This timeline could be significantly reduced if approvals did not require placement on a Council meeting agenda, while appeals would remain under Council authority. Many surrounding municipalities use similar models, where applications are approved by the Town Clerk or a designated licensing official and appeals are handled by the Town Council.

COMMUNITY INPUT: No community input has been collected on this ordinance.

BUDGET / STAFF IMPACT: There are no budget or staff impacts.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED: One of the guiding principles of the strategic plan is to make it easy to do business in the Town of Eagle. Businesses, particularly those that sell highly regulated products, must navigate numerous requirements to obtain and maintain proper licensure. This change would reduce the administrative burden on tobacco retailers without diminishing the effectiveness of the licensing process. It would also ease the workload of Town Council by allowing staff to manage initial licensing, and Council can address appeals.

RECOMMENDED ACTION OR PROPOSED MOTION: Motion to **APPROVE** Ordinance 4, Series 2026, An Ordinance of the Town Council of the Town of Eagle, Colorado, Amending Chapter 5.16 of the Eagle Municipal Code for the Purpose of Streamlining the Application Process for a Retail Tobacco License."

ATTACHMENTS:

1. Ord 2026-04 Amending Chap 5.16 - Tobacco

**TOWN OF EAGLE, COLORADO
ORDINANCE NO. 04
(SERIES OF 2026)**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF EAGLE, COLORADO, AMENDING CHAPTER 5.16 OF THE EAGLE MUNICIPAL CODE FOR THE PURPOSE OF STREAMLINING THE APPLICATION PROCESS FOR A RETAIL TOBACCO LICENSE.

WHEREAS, the Town Council (“Council”) of the Town of Eagle (“Town”) has the power pursuant to C.R.S. § 31-15-103 to make and publish ordinances for carrying into effect certain powers and duties that are necessary and proper to provide for the safety, preserve the health, promote the prosperity, and improve the morals, order, comfort and convenience of the Town and the inhabitants thereof; and

WHEREAS, 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; and

WHEREAS, Section 1.01.080 of the Eagle Municipal Code (the “Code”) sets forth the process for amendments to the Code; and

WHEREAS, Section 44-7-104.5, Colorado Revised Statutes (“C.R.S”), authorizes local governments to pass standards for retail tobacco licenses that are as stringent or more stringent than state standards; and

WHEREAS, on December 10, 2019, the Council adopted Ordinance No. 2019-24, which sets forth standards for obtaining a retail tobacco license within the Town; and

WHEREAS, the Council believes it is in the best interest of the Town to streamline the application process for a retail tobacco license by amending Section 5.16 of the Code.

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

Section 1. Section 5.16.040 of the Eagle Municipal Code is amended with additions in **bold underline** and deletions in ~~striketrough~~, to read as follows:

* * * *

TITLE 5 – BUSINESS REGULATIONS.

* * * *

CHAPTER 5.16 RETAIL TOBACCO BUSINESSES

* * * *

Section 5.16.040. – Local Licensing Authority

- A. For the purpose of regulating and controlling the licensing, distribution and sale of tobacco products within the Town, there is hereby created the retail tobacco licensing authority (the “authority”). The Town Council shall serve as the authority, and the authority shall have such powers and duties as are provided in this chapter.
- B. **All powers and duties of the authority, except for hearing any appeal of a decision on an application or exercising any powers authorized in Section 5.16.090, shall be exercised by the Town Clerk.**
- C. The authority shall be assisted by the Town Attorney, the Chief of Police, ~~the Town Clerk~~ and such other personnel as designated by the Town Manager.

Section 2. Section 5.16.060 of the Eagle Municipal Code is amended with additions in **bold underline** and deletions in ~~striketrough~~, to read as follows:

* * * *

TITLE 5 – BUSINESS REGULATIONS.

* * * *

CHAPTER 5.16 RETAIL TOBACCO BUSINESSES

* * * *

Section 5.16.060. – Consideration of Application

- A. Within 30 days following the date the Town Clerk finds that an application is complete, ~~the authority shall consider the license application at a public meeting following notice to the applicant; no public hearing shall be required. The authority~~ **the Town Clerk** may approve the application, deny the application, or approve the application with conditions. ~~The applicant shall appear and be provided with an opportunity to address the authority.~~ **The applicant may request a meeting with the Town Clerk where they will be provided with an opportunity to address the Town Clerk.**
- B. No Application shall be approved unless:
 - 1. All applicable requirements of this Chapter have been satisfied;
 - 2. The premises on which the business will be located is compliant with all current zoning and building regulations;
 - 3. All required fees have been paid by the applicant;

4. The applicant has obtained a State sales tax license, a Town sales tax license, and paid applicable general occupation taxes pursuant to Chapter 5.02;
 5. The applicant is over 21 years of age as of the date of the application.
- C. ~~The authority~~ **Town Clerk** shall deny an application for a license if the ~~authority~~ **Town Clerk** determines that:
1. Information contained in the application or supplemental information provided by the applicant is found to be false in any material respect;
 2. The applicant has had a license issued under this Chapter revoked within one year immediately preceding the filing of the application, or the applicant owned a 50% or greater interest in any business entity that has had a license issued under this Chapter revoked within one year immediately preceding the filing of the application.
 3. The applicant is in arrears to the Town for any administrative fines, court fines, assessments, taxes or other payment obligations; or
 4. The granting of the application will endanger public health or safety.
- D. ~~The Authority~~ **The Town Clerk** may impose on the license any conditions related to the license, licensed premises, or adjacent grounds, that is reasonably necessary to protect the public health, safety, or welfare.
- E. **If an applicant requests a meeting for the consideration of their application, the** ~~authority~~ **Town Clerk** shall issue a written order within 30 days following the meeting at which the application was considered, and shall provide a copy of such order to the applicant by first-class U.S. mail addressed to the address shown on the application. If the application is granted, the Town shall forward a copy of the license to the applicant. If the application is denied the **Town Clerk** shall set forth in writing the grounds for denial.
- F. Licensees shall inform the Town Clerk in writing of any change to the information submitted to the original application for a license within 30 days of a change.
- G. ~~Each license shall be valid for one year from the date such license is issued.~~ **All licenses issued under this Chapter shall be valid for a period which begins on the date issued and expires on December 31 of each calendar year.**

- H. If an application is denied by the Town Clerk, the applicant shall have 30 days to appeal the decision to the Town Council acting as the authority. The Town Council shall hold a public hearing within 60 days of notice of the appeal. Within 30 days of the conclusion of the hearing, the Town Council acting as the authority shall issue written decision which states their decision and the evidence on which it is based.

Section 3. Section 5.16.070 of the Eagle Municipal Code is amended with additions in **bold underline** and deletions in ~~strike through~~, to read as follows:

* * * *

TITLE 5 – BUSINESS REGULATIONS.

* * * *

CHAPTER 5.16 RETAIL TOBACCO BUSINESSES

* * * *

Section 5.16.070. – License Renewal

- A. A licensee may renew its license by submitting an application to the Town Clerk at least 60 days, but not more than 90 days, before the expiration of the license. If a licensee fails to file a timely renewal application, the license shall expire by its terms.
- B. A licensee may renew a license that has expired if:
1. The license has expired for less than 90 days; and
 2. The licensee pays the regular renewal and an additional late renewal fee established by resolution of the Town Council
- C. If a complete renewal application is timely filed, but the ~~authority~~ **Town Clerk** does not rule on the application for renewal before the expiration date of the current license, the current license shall be deemed extended until the ~~authority~~ **Town Clerk** issues a decision on the application for renewal, but in no event will the license be extended for more than 90 days.
- D. The renewal application shall be processed in the same manner as the initial application.

Section 4. 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 5. 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 6. Effective Date. This Ordinance shall become effective __ (__) days after publication.

INTRODUCED AS AN ORDINANCE, READ, MOVED, AND ORDERED PUBLISHED ON
FEBRUARY 10, 2026.

TOWN OF EAGLE, COLORADO

Bryan Woods, Mayor

ATTEST:

Camille Deering, Town Clerk



To: Mayor Woods and Town Council
From: Tom Gosiorowski, PE, Public Works Director
Date: February 6, 2026
Agenda Item: 678 Grand Avenue (f.k.a. Grand Avenue Grill) Building Demolition

REQUEST:

Council had requested information informing a discussion of options and timelines for demolition of the building at 678 Grand Avenue.

ANALYSIS:

The Town purchased the subject property in 2025 for the following reasons:

- 1) The right-of-way acquisitions necessary to construct the Grand Avenue Corridor project would eliminate almost of the entirety of the front parking area on the property, and this would likely require acquisition of the entire property as the remainder would no longer be viable for operation of a restaurant.
- 2) The Town had made an agreement with the developer of Haymeadow that we would make acquisition of right-of-way from CDOT necessary for the construction of the Brush Creek Road extension (the construction of the road remains the developer's obligation). The acquisition of this CDOT property will eliminate much of their existing parking, and prior discussions with CDOT staff indicated that replacement of this this parking is a significant concern. The 678 Grand Avenue property provides space to replace the displaced CDOT parking, thereby helping to make the acquisition from CDOT more feasible.
- 3) The owner of 678 Grand Avenue had listed the property for sale, and making an open market purchase from a willing seller was more desirable than having to make the purchase in the future through an eminent domain action.

The construction of both the Brush Creek Road Extension and the Grand Avenue Corridor project are several years in the future.

There has been no formal discussion or decision making on how to utilize the property prior to the road construction projects commencing, but several ideas were identified ranging from leasing the existing building to another restaurant operator to demolishing the building and using the site for mobile vending or transit park and ride. Knowing the future need to utilize the property for replacement CDOT parking, Staff included \$50,000

in the 2026 budget for design of a parking lot and identified the need for \$180,000 in the 2027 budget for demolition and parking lot construction.

Since acquiring the property, Staff have concluded that leasing to another restaurant operator is not desirable due to the poor condition of the building. My recommendation is that demolishing the building and making use of the vacant site for some other purpose over the next several years is the right course of action.

COMMUNITY INPUT: None required at this time.

BUDGET / STAFF IMPACT:

Currently \$50,000 is included in the 2026 budget with intention of utilizing it for the design of a permanent parking lot that would replace displaced CDOT parking in the future. This money could be repurposed toward adding funding to the cost of demolition of the existing building, however, given the long term needs we will still need to make expenditure on the design of a permanent parking lot.

STRATEGIC PLAN ALIGNMENT / STANDARDS ACHIEVED:

As described demolition of the building helps to achieve long-term goals including construction of the Grand Avenue Corridor project and the Brush Creek Road Extension.

RECOMMENDED ACTION OR PROPOSED MOTION:

If the Council desires to demolish the building during the current budget year, then I recommend making a motion including the following:

- Direct Staff to utilize a portion of the existing budget to perform a hazardous material survey to identify the possible presence of materials like asbestos that will impact the demolition costs.
- Direct Staff to prepare a more detailed cost estimate for demolition of the building and re-surfacing of the building footprint with an all-weather surface material such as recycled asphalt millings.
- Expresses the Council's desire for any other site features that should be included in the cost estimate.
- Directs Staff to return to Council with a budget estimate and analysis/recommendation for how a supplemental appropriation could be made to fund the work.

Based upon other work in progress I believe it would be feasible to return this information to Council in the Spring timeframe.

ATTACHMENTS: None