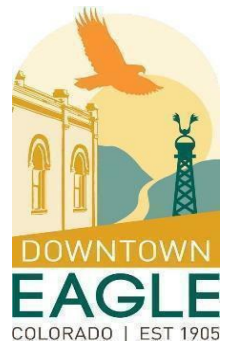


EAGLE DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
Eagle Town Hall | 200 Broadway, Eagle, CO 81631
Castle Conference Room
Tuesday, February 17, 2026 | 1:00PM

Public WiFi – Town of Eagle WiFi

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



Meeting Access

This will be an in-person meeting with additional access via MS Teams.

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 252 712 474 991 64

Passcode: Et2oJ9eR

Dial in by phone

[+1 469-770-0416](tel:+14697700416), [92675162](tel:+192675162) United States, Kaufman

[Find a local number](#)

Phone conference ID: 926 751 62#

1. Call to Order and Roll Call

2. Admin

- a. Non-meeting communications of DDA members

3. Disclosure of Any Conflicts of Interest Related to Agenda Items

Pursuant to Section 31-25-819, C.R.S regarding conflict of interest, board members and employees of the DDA must disclose significant financial interest and avoid voting or participating in related matters. Violations can lead to dismissal or forfeiture of office.

4. Public Comment

Comments are welcome on items not listed on the following agenda. Public comments are limited to three (3) minutes.

5. Approval of Minutes

- a. Minutes dated January 20, 2026

6. Updates (as needed)

- a. DDA Financials
- b. EVC
- c. Eagle Chamber
- d. Town Department Update – questions for staff?
 - 1. 228 Broadway Building

7. Business & Discussion Items

- a. DDA Grant Recipient Discussions
 - 1. Slope & Hatch
 - 2. 233 Broadway
 - 3. Sweet Mustache/Tea Party
- b. DDA Presentation at Town Council, March 3, 4pm
 - 1. Proposal for Commercial Vacancy Fee within the DDA District
- c. Concept Planning for Street Activation – *February 12 meeting update*
- d. DDA Legal Services
 - 1. On Call Contract
 - 2. Request to research and modify bylaws to increase number of board members
- e. Eagle Developer Forum with Clark Anderson, Community Builders, February 20

8. Future Meetings / Agenda Items

- a. March 2, 4pm. MEAC – Movers and Shakers Meeting. Lachie is attending.
- b. March 3, 4pm. Work Session with Town Council. *Who is presenting?*
 1. Provide staff with DDA priorities to inform 2026 strategic planning per downtown
- c. March 17, 1-3pm. State Training – TIF 101
 1. Invite Staff/Assessor/Town Council members to attend

9. Adjourn – 3:00 PM

DDA Board of Directors

Name	Title	Email
Greg Schroeder	Chair	gregwschroeder@gmail.com
Scott Schlosser	Co-Chair	scott@ssgvail.com
Marci Leith	Secretary	marcileith@me.com
Jake Roach	Treasurer	jake@performanceoutdoors.com
Lachie Thomas	Member	lachie@6600feet.com
Keith Carrieri	Member	team@innerlightjuice.com
Andrew Atkins	Member, Town Council Liaison	andrew.atkins@townofeagle.org
Nikki Davis	Staff Liaison	nikki.davis@townofeagle.org



EAGLE DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
Eagle Town Hall | 200 Broadway, Eagle, CO 81631
Castle Conference Room
Tuesday, January 20, 2026 | 1:00PM

Date: Tuesday, Jan 20, 2026 | 1:00PM – 3:00PM **IN-PERSON**

Welcome + Roll Call: Called to order at 1:00

Board Members Present: Scott Schlosser, Marci Leith, Greg Schroeder, Andrew Atkins, Jake Roach, Lachie Thomas

Others present: Nikki Davis, Troy Bernberg, Mick Daly, Bryan Woods

Admin

- New Member Oath – Keith Carrieri
- Welcome Andrew Atkins - new Town Council liaison

Disclosure of any conflict of interest: None

Public comment: None

Minutes Approval: Minutes dated November 18, 2025 and Minutes dated December 16, 2025
Marci motioned to approve, Lachie second passed 6-0

Updates:

- DDA Financials - Troy
- EVC
- Eagle Chamber
- Town Department Update

Business & Discussion Items

- Resolution 01-2026: Petition for Inclusion
 - Marci Motion to approve the petition, Lachie second, motion passed
- Request for 2025 Funding Agreement Amendment – EagleARTS / ARTSPaCE
 - Marci motion to approve, Lachie second, motion passed
- DDA Presentation at Town Council, January 27 – 6:00PM

- Proposal for Commercial Vacancy Fee within the DDA District
- Concept Planning for Street Activation
 - Define Work Session Date, Location, Attendee List
 - Board agreed to approach EagleARTS first RE: supporting Mystery on Broadway. Scott will take the lead.
- Request to research and modify bylaws to increase the number of board members.
 - A request for assistance was made to Town staff since the DDA has not yet established its own legal services.
- 112 2nd Street (Old Town Hall). Jake provided an update on recent improvements and new tenants.

Future Agenda Items

- Planning for Street Activation Work Session
- March 3 Work Session with Town Council
 - Provide staff with DDA priorities to inform 2026 strategic planning per downtown
- State Training – TIF 101
 - Invite Staff/Assessor/Town Council members to attend
 - Potential dates: March 17, April 21, May 19

Adjourn: 2:48 pm Marci Motion to adjourn Scott second, motion passed



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:

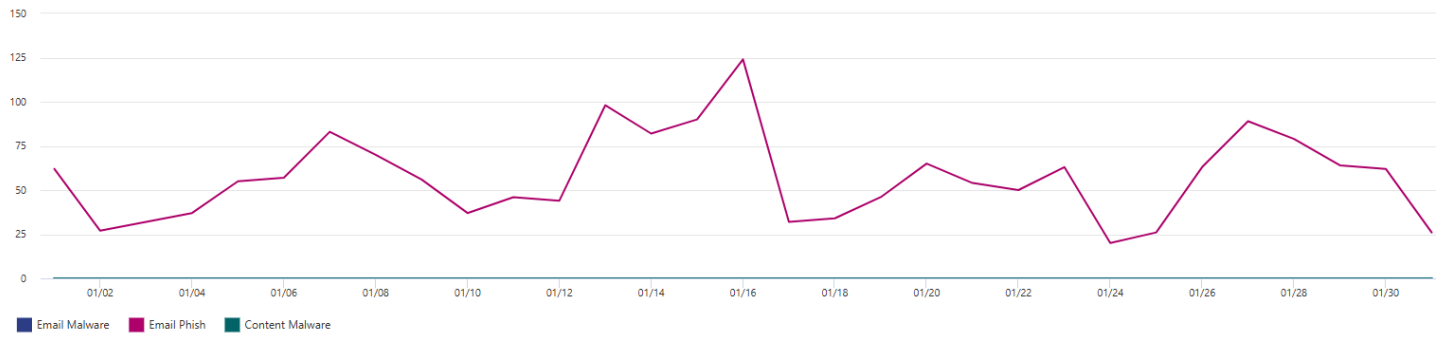
- Annual all staff IT security training
- IT staff completed Federated Wireless CPI certification.

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:



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) <ul style="list-style-type: none"> • ToE 101
February 3 rd (Planning Commission) <ul style="list-style-type: none"> • DR25-07 Mountain Tots
February 10 th (Town Council) <ul style="list-style-type: none"> • Resolution for approval of vendor agreement for software system
February 17 th (Planning Commission) <ul style="list-style-type: none"> • LUDC26-01 Misc. Code Amendments • Potential/Tentative for DR25-01 – Red Mountain Ranch
February 24 th (Town Council) <ul style="list-style-type: none"> • 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) <ul style="list-style-type: none"> • Committees
March 3 rd (Planning Commission) <ul style="list-style-type: none"> • LUDC26-02 WUI / Turf Amendments • Resolution – WUI Map
March 10 th (Town Council) <ul style="list-style-type: none"> • Ordinance – Adoption of WUI 7A into Title 13
March 17 th (Planning Commission) <ul style="list-style-type: none"> • Potential for DR25-01 – Red Mountain Ranch (if not Feb 17)
March 24 th (Town Council) <ul style="list-style-type: none"> • 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) <ul style="list-style-type: none"> • Long Range Planning Priorities
April 7 th (Planning Commission)
April 14 th (Town Council)
April 21 st (Planning Commission)
April 28 th (Town Council)

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.