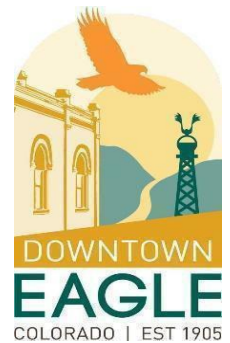


EAGLE DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
Eagle Town Hall | 200 Broadway, Eagle, CO 81631
Castle Conference Room
Tuesday, March 17, 2026 | 1:00PM

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.

1. Property Tax Increment Financing Presentation | Council Chamber 1:00 PM – 2:00 PM

a. Microsoft Teams Meeting

Join: <https://teams.microsoft.com/meet/27476910443399?p=5u89gnZtPXhltMtsPh>

Meeting ID: 274 769 104 433 99

Passcode: nR3Bk7vA

Dial in by phone

[+1 469-770-0416,,351210930#](tel:+14697700416351210930) United States, Kaufman

[Find a local number](#)

Phone conference ID: 351 210 930#

2. DDA Regular Meeting | Castle Conference Room 2:00 PM – 3:00 PM

a. 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,,92675162#](tel:+1469770041692675162) United States, Kaufman

[Find a local number](#)

Phone conference ID: 926 751 62#

1. Call to Order and Roll Call – 1:00 PM

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. Property Tax Increment Financing Training “TIF 101”

- a. 1:00 PM – 2:00 PM, Council Chamber

5. Public Comment

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

6. Approval of Minutes

- a. Minutes dated February 17, 2026
- b. Minutes dated March 4, 2026

7. Updates (as needed)

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

8. Business & Discussion Items

- a. Funding Request - Banners on Broadway
 - 1. Becky Burgess, Downtown Business Alliance and Eagle Rising
 - 2. Molly Furtado, Town of Eagle Special Events Manager
- b. Meeting Updates
 - 1. MEAC – March 2
 - 2. Town Council Work Session – March 3
- c. DDA Legal Services
 - 1. On Call Contract
 - 2. Request to research and modify bylaws to increase number of board members

9. Future Meetings / Agenda Items

10. 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
Wednesday, March 4, 2026 | 11:00AM

Date: Wednesday March 4, 2026 | 11:00AM Virtual meeting through Teams

Welcome + Roll Call: Called to order at 11:07am

Present: Andrew Atkins, Jake Roach , Scott Schlosser, Keith Carrieri, Greg Schroeder, Marci Leith, Lachie Thomas, Nikki Davis (Town staff)

Disclosure of any conflict of interest: None

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.

Public comment: None

Business & Discussion Items

1. Grant Deadline Extension for 233 Broadway
Motion to extend project completion deadline for Adam Ostemyer to extend the grant to June 1, 2026. - all in favor - motion carries
2. DDA Grant Excess Fund
Motion to split unused funds of \$10,850 between 330 Broadway, Vintage Green, and Eagle Valley Business Center - all in favor - motion carries

Adjourn: 11:48am



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

Date: Tuesday, February 17, 2026 | 1:00PM – 3:00PM **IN-PERSON**

Welcome + Roll Call: Called to order at 1:03 PM

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

Others present: Nikki Davis, Troy Bernberg, Mick Daly, Kyle Brotherton

Disclosure of any conflict of interest: None

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.

Public comment: None

Minutes Approval: Minutes dated Jan 20, 2026

Motion to approve by Andrew, seconded by Jake. Motion carried.

Updates:

- DDA Financials - Troy
- EVC
- Eagle Chamber
- Town Department Update
 - 228 Broadway Building

Business Items

- DDA Grant Recipient Discussions
 - Slope and Hatch
 - 233 Broadway
 - Sweet Mustache/Tea Party

Board agreed to review list of applicants who did not receive funding. Afterwards, Board agreed to call a Special Meeting to decide how to re-appropriate unused grant dollars.

- DDA Presentation at Town Council, March 3, 4pm
 - Proposal for Commercial Vacancy Fee within the DDA District

Board will prepare a slide deck with downtown-specific goals and objectives for the Town Council to consider during their upcoming Strategic Planning session.

- Concept Planning for Street Activation – February 12 meeting update

Scott met with EagleARTS to determine if the group could use the DDA’s funding support to further promote and enhance their annual Mystery on Broadway event. With no clear partnership plan or specific use of funds, the offer did not result in action. On February 12, Scott met with Molly Furtado and Nikki Davis (Town staff) to brainstorm alternative use of the funds for Broadway activation. With no clear plan to execute, staff advised to pause efforts and hold the funding for other opportunities.

- DDA Legal Services
 - On Call Contract
 - Request to research and modify bylaws to increase number of board members.

Staff has forwarded a proposal from JVAM Law to Greg and Scott requesting assistance with follow-up.
 Additionally, staff has submitted a request to the Town Attorney’s office to assist with bylaw amendments in the near term.

- Eagle Developer Forum, February 20

Update provided by Scott and Mick. Community Builders will prepare an Executive Summary for the Town in the coming weeks.

- Future Agenda Items
 - March 2, 4pm. MEAC – Movers and Shakers Meeting. Lachie is attending.
 - March 3, 4pm. Work Session with Town Council. Who is presenting?
 - Provide staff with DDA priorities to inform 2026 strategic planning per downtown

- March 17, 1-3pm. State Training – TIF 101
 - Invite Staff/Assessor/Town Council members to attend

Adjourn: 3:22 PM



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

Administration and Organization Updates

I want to extend my gratitude to Nikki Davis for stepping in as Acting Town Manager while I was away, as well as Camille Deering and Rachel Tand for their added support. Everything ran smoothly thanks to their hard work and leadership. Thank you all so much!

The Town has received a number of applications for the Community Development Director position and a few for the Building Official position. Staff have been reviewing applications and conducting initial interviews over the last couple of weeks. We will provide additional updates as they become available.

The Finance team is entering the audit season and has been diligently working to prepare materials ahead to ensure an efficient audit process. Additionally, we have met to discuss a timeline for early and often 2026 budget reviews ahead of the 2027 budget planning season, which will start in June.

I continue to meet regularly with each department head. Most recently we have also been meeting in groups to collaborate on work session and strategic planning details. Additionally, I have started joining individual department team meetings to gain a better understanding of how they coordinate their workflows and prioritize projects. Some key takeaways are that across all of our departments are that our staff are collaborating, innovating and providing each other support whenever possible. We have really dedicated, strong teams.

Strategic Planning

As you know, our lead consultant, Brian Pool, has conducted interviews with Town Council members, the Mayor and Directors. The Mayor and I have also met with the consultants to strategize the kick-off meeting happening at 4 p.m. on March 10, talk through our focus group engagement, and begin outlining the retreat days. Our Strategic Planning Retreat dates are Monday, April 27 and Tuesday, April 28. Please plan on 8:30 a.m. – 4:30 p.m. for each day. We will provide location details soon.

Community Partner Updates

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

Mountain Recreation

Nikki Davis and I met with the Mountain Recreation leadership, their master planning consultant and a local landowner to talk about Mountain Recreation's ice arena feasibility study. This study is being conducted in conjunction with their master planning effort and will advise Mountain Recreation and the Town on the need/desire for additional ice in the community long-term as well as the viability of programming and operation of an additional facility.

Mountain Recreation is also continuing conversations with Eagle County and the hockey community around the future of the Rodeo Rink. We will bring more updates when they are available.

Regional Housing Planning & Multijurisdictional Housing Authority

Eagle County and the Town of Avon will be presenting potential Regional Housing Authority concepts at the March 10 Town Council meeting. Ahead of tonight’s presentation, staff and Councilman Schriener met with staff from Eagle County and Avon Town Manager Eric Heil to talk through the concepts in more detail. We look forward to the discussion with the whole of Town Council.

Town of Gypsum - I-70 Airport Interchange

I will be meeting with the Town of Gypsum on March 10 to discuss the airport interchange project. The Town of Gypsum would like the Town of Eagle’s support, formally or informally, for ongoing congressional spending proposals. Additionally, as a staff, we will be planning when to bring a full project presentation before Eagle Town Council for more details and updates. I will have more information at the March 10 meeting, hence this being identified separately during staff reports on the agenda.

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

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:

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 (suggested: development process review)
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: March 10, 2026
Re: Department Updates for February 2026

February 2026

ASSISTANT TOWN MANAGER

STAFF AND DEPARTMENT SUPPORT:

The majority of Assistant Town Manager work conducted in February was focused on continued support for direct reports in the department. We discussed project status updates, prioritization as we begin 2026 initiatives, and implementation strategies for their goals. Melissa also spent time connecting with partners, community members, and developers in the first half of the month. Additional details are provided in the Town Manager's report.

ECONOMIC DEVELOPMENT

February 2026

Business Advancement Program (BAP)

The 45-day application period closed on February 19. The BAP received 38 qualified applications requesting roughly \$472,000 from across Eagle's commercial hubs. Leading up to February 19, staff fielded a high volume of calls and emails from businesses requesting guidance on project viability and how to position their proposal for impact and competitiveness. Additional prep work has included verifying applications for completeness, scheduling applicants for presentations on March 10 and 11, and prepping the EVC for their roles in evaluation and scoring. After presentations, staff will present the EVC's recommendation to Town Council at either the March 24 or April 14 meeting.

Digital Dashboard & Mobility Data Transitions to Placer.ai

Staff have completed two Placer.ai onboarding calls. The focus areas have included:

- Identifying primary use cases for the Town including retail recruitment, event analysis, sales tax estimation, support for local businesses, and transportation/infrastructure planning.
- Basic navigation including searching for locations, requesting points of interest (POI), drawing custom POIs (geofencing), and utilizing My Zone and Placer Academy resources.
- Introduction to data methodology including the integration of census information and Placer's privacy policy.
- Understanding the distinction between "captured market" (actual visitors) and "potential market" (demographics of residents in an area) within the Demographic Analysis tools.
- The functionality of the Market Comparison tool for benchmarking and the Event Analysis feature for understanding visitor trends.

Welcoming New Elected and Appointed Officials

Staff held one-on-ones with new Councilmembers, Casey Glowacki (EVC liaison) and Andrew Atkins (DDA liaison). Additionally, staff met with new DDA board member Keith Carrieri. The purpose of these meetings was to provide an overview of the distinct economic groups, learn about each representatives' goals, and identify where staff can offer support and orientation.

HOUSING

February 2026

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

SB24-174 Comprehensive Plan Updates to Address Strategic Growth and Water Supply Elements

Housing, Planning, and Public Works staff attended a technical assistance call with the Department of Local Affairs (DOLA) to request feedback on our draft scope of work. DOLA is supportive of the Town's proposal and believes the scope will meet the State's minimum requirements. However, with fluctuating workloads, staff have decided to include this item in the upcoming April 7 Town Council work session. At that meeting, staff will seek direction on which long-range planning projects will be prioritized versus parked.


Employee Housing Program

Due to low interest, staff facilitated the early termination of the Town's corporate lease at The Overlook Apartments. This was contracted to end in January 2027. There was no early termination penalty, and staff are waiting for both the security deposit and a pro-rated refund of February's rent. Staff, with the help of Buildings & Grounds, moved out furniture and kitchen wares left behind by the previous employee tenant. These items are now staged and stored at the 7 Hermits condos. With the release of the apartment, the Town is now only managing the three units it owns. Staff continues to promote availability at the 7 Hermits condos and are also refining the rental rates to assist a broader range of employees.

Regional Housing

- *Regional Housing Solutions*. Exploring a Multi-Jurisdictional Housing Authority.
 - This effort is jointly led by Eagle County and the Town of Avon. Over the last few months, their third-party consultant, Government Performance Solutions (GPS), has been researching and interviewing housing authorities around Colorado. GPS will be speaking with various boards and special districts around Eagle County to increase awareness ahead of an upcoming community survey.
 - Vail Daily coverage: [Avon, Eagle County narrow down goals for future regional housing authority as planning progresses through early stages | VailDaily.com](#)
- *Finding Our Way Home*. A housing collaborative led by Habitat for Humanity Vail Valley.
 - Staff continue to participate within the Core Team, informing community engagement approaches, promoting the collaborative's survey ([English](#); [Spanish](#)), and preparing for Phase III, "Turning the Corner" on strategy development.
 - Compiling input from the Community Network events, the collaborative has prepared a vision statement to guide strategy development: "Eagle County is a place where everyone can live, work, and play – now and for generations to come."

Eagle County Housing Process Map

(each symbol represents a meeting for that group)	Phase I Sept - October 2025	Phase II Oct - Feb 2026	Phase III Feb - June 2026	Phase IV June - Sept 2026
Planning Team	▲▲▲▲▲▲	▲▲▲▲▲▲	▲▲▲▲▲▲	▲▲▲▲▲▲
Core Team		●●●	●●●	●●
Community Network		■ ■	■	■
Action Teams			◆◆◆ ◆◆◆ ◆◆◆	
Deliverables	 <ul style="list-style-type: none"> ✓ Stakeholder meetings ✓ Understand readiness for collaboration ✓ Identify key partners and form Core Team ✓ Conduct analysis of existing housing efforts ✓ Develop community survey ✓ Develop initial draft of results statements 	<ul style="list-style-type: none"> ✓ Gather feedback through surveys and outreach ✓ Convene Community Network ✓ Develop shared vision ✓ Co-develop goals ✓ Identify and prioritize indicators to measure progress 	<ul style="list-style-type: none"> ✓ Review data and identify root causes ✓ Identify possible strategies to make progress toward goals ✓ Form Action Teams ✓ Crosswalk with other housing strategies ✓ Develop innovative strategies to achieve goals 	<ul style="list-style-type: none"> ✓ Reconvene Community Network to review Action Map ✓ Formalize Action Teams ✓ Support Core Team to guide overall effort ✓ Formalize data dashboard/report card ✓ Establish sustainable funding/infrastructure

SUSTAINABILITY

February 2026

- **Building Electrification & Energy Costs** – Staff has continued to work 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. Staff is evaluating a time-of-use rate for Town Hall & Public Works to determine if it will be more cost effective.
 - Please find the IGA Report and Energy Performance Contract for our building electrification work in the Consent Agenda.
- Staff attended a **Heat Pump Roundtable Discussion** with Walking Mountains and local contractors. Contractors were informed of rebate opportunities to share with their clients, and contractors discussed their capacity and interest in promoting heat pumps during the off-season to drive more installations. Only one contractor expressed capacity to boost heat pump installations during the winter: R&H Mechanical. They created marketing material that the town is sharing due to the stackable savings available to Eagle residents and its connection to the town’s net zero by 2030 goal. Currently, residents can take advantage of \$5500 in cold-climate heat pump rebates:
 - 10% off during off-season (February-March) from R&H Mechanical
 - \$1000 Energy Smart CO base rebate, administered by Walking Mountains
 - \$1000 Bonus rebate from TOE, administered by Walking Mountains
 - \$3500 Rebate from Holy Cross Energy
 - Additional funds available if income-qualified
- **Beyond Lawn** – Staff met with the Beyond Lawn team to collaborate on water conservation and landscaping resources to share with Eagle residents, as well as how we can enhance our partnership. Expect to see this group at a future council meeting to share how their work is evolving and how it supports Eagle residents.
- **Staff is including some more information about the Sustainability Advisory Committee (SAC)**, considering the recent Council work session on special committees. The SAC was not included as one of the Town committees, as it was formed in partnership with the Adam Palmer Sustainability Fund and is technically housed under the

Palmer Fund. Its primary function is to provide funding recommendations for the use of the Community Funding Pool (which includes funds contributed by both the Town and Palmer Fund), as per its [bylaws](#). This allows the SAC to make funding recommendations for the full CFP (not only the amount of funding supplied by the Town, but also the funding contributed and raised by the Palmer Fund). SAC members also support sustainability throughout the community, recommend, and generate projects that support the net zero by 2030 goal, and can provide suggestions to Town Council on implementation strategy and priorities via public comment. This group includes technical experts and community organizers and was specifically crafted to enable action and progress toward net zero by 2030. The members were not nominated or elected by Town Council, differentiating the SAC from other town advisory committees (OSRAC & MEAC) that were established via Town Council Resolutions, as well as from quasi-jurisdictional committees (DDA & Planning & Zoning). The SAC meets on a quarterly basis. Meeting materials and information can be found here: [Sustainability Advisory Committee — The Adam Palmer Sustainability Fund](#)

- **Sustainability Grant Funding - \$34,000** is currently available to Eagle organizations, businesses, and individuals for projects that support our net zero by 2030 goals. [Applicants can apply with this link.](#)
 - The SAC will be scoring grant applications during their May 13th meeting.
 - Applicants are encouraged to reach out to Kira at kira.koppel@townofeagle.org for guidance.
- **IMPACT Accelerator Grant (Colorado Energy Office)** – The grant cohort submitted their formal application on Wednesday, February 18th for grant funding at the standard (\$2M) and vision (\$5M) budget levels. The cohort will be notified of the selection committee’s decision by April 6th. 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.
- **[Internal Net Zero Action Plan Progress Tracker](#)** – see our implementation strategy progress for net zero by 2028.
- Staff has been cleaning up the data in our energy management software, preparing for the final data collection needed for our internal greenhouse gas inventory, and working on big-picture planning for how we might most effectively make progress on our net zero goals.

SPECIAL EVENTS

February 2026

- Town liaison for February events: Discos on Ice and Porchlight Players Community Dinner Theatre.
- MEAC Monthly Meeting finalized agenda for the TOE “Movers & Shakers” meeting on Monday, March 2, 4pm.
- Eagle Ranch Association Board Meeting to present sponsorship opportunities for upcoming summer events. They approved \$3,800 in sponsorship dollars to support signature events; Cleanup & Hard2Recycle, Flight Days, and the July 4th Bike Parade.
- Met with Scott and Nikki from the DDA to discuss possible funds for 2nd Street activation. Concurred decision to allocate funds elsewhere.
- Meeting with Eagle Chamber and Mountain Rec to discuss ideas on collaboration for the April Chamber Mixer. Town of Eagle will host the Chamber Mixer on Thursday, April 16.
- Site tour with Dan Godec of Capitol Theater to discuss the possibility of hosting the Chamber event at his venue.
- Jackson Higgins, with Vail Ski Shop, to learn more about Tubing in Eagle. Jackson will apply for a mobile vendor license with the Town to rent river tubes at the Eagle River Park.
- Weekly meeting with Ashley LaFleur, Communications Specialist.
- Attended the Eagle Valley Community Foundation “Inside the Work” community experience, which was an immersive exploration of their services.
- Marketing responsibilities include updates to eagleoutside website and Town’s IG account @eagleoutside with over 4,440 followers and 20k views in the last 30 days.

- Employee Engagement: Produced Eagle Spirit newsletter. Planning Q1 Employee Appreciation Day.

COMMUNICATIONS

February 2026

Facebook:

- Facebook Analytics:
 - Total Followers: 4,664
 - February Views (Number of times our content was played or displayed): 116,485
 - Highest Engagement:
 - Eagle PD Incident Alert – 23,117 views
 - Historic sheep herd photo – 18,290 views
 - Historic photo of Western Slope Cattle Grower’s meeting – 15,662 views
- 32 Facebook posts in English and Spanish

HWY 6 Digital Sign - Creation of Graphics + Scheduling for 9 Messages

Meetings

- State of the County, Communications Committee, Dept Lead meeting, Town Council work session, County PIO, WUI Code Regional Outreach, Inside the Work, Multi-Modality committee, Western slope e-bike panel meeting, ERWSD Board Meeting, Finance credit card policies, regular check-ins with Sustainability, Economic Development, Special Events, Public Works

Communication Support:

- Produced Eagle Today Newsletter
- Eby Creek Booster Station Installation
- Village Homes Parking Communication planning
- Capitol Street Improvements Communication Planning
- Civic Plus website research on SMS messaging, subscribers and news flash communication
- Celebrating Jake Pates
- Town WUI Code Outreach planning
- Broadband Billing
- Planning & Zoning Job posting
- Business Advancement Program special newsletter for businesses
- Eagle PD support as Public Information Officer
- TownofEagle.org News Flash updates: Capitol Street Improvement Project, Business Advancement Program, Planning & Zoning Commission Vacancy, Broadband Billing Update, Discounted Heat Pump Installations

Follow-Up Research on a Potential Town of Eagle TikTok Account (as promised during the TOE101 presentation):

PROS

- Reaches younger and otherwise hard-to-reach audiences through a large, highly engaged platform

INNOVATION TECHNOLOGY

February 2026

Broadband update:

- 41 business/government subscribers, 128 residential subscribers, 6 new signups in February
- Broadband revenue generated last month: \$11,785.10

Technical Operations:

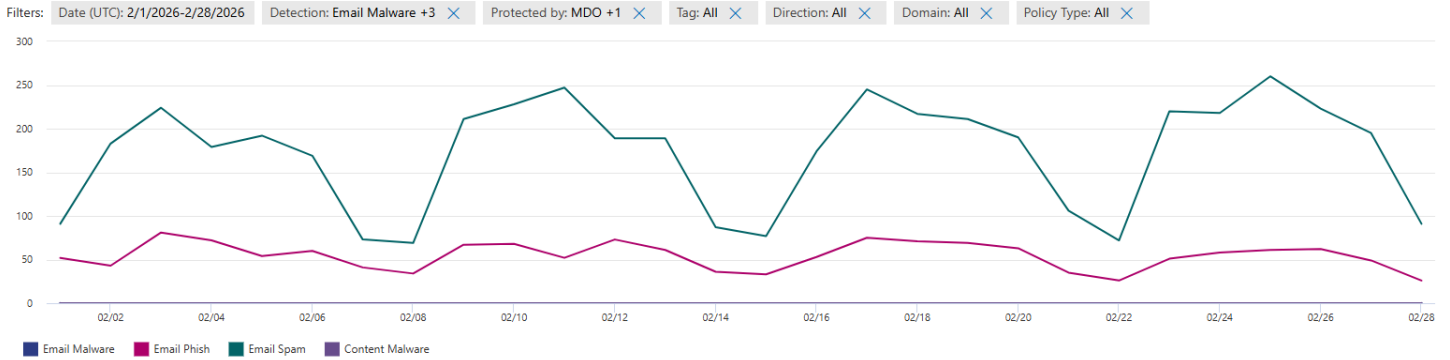
Staff Training:

- Second 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](#)



COMMUNITY DEVELOPMENT

February 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 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, scheduled for P&Z on March 17 and TC on March 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; variance request scheduled for P&Z on March 17.

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 informational notice sent; decision expected March 14 (administrative decision).

New Electric, 629 Sawatch Road – Minor Development Permit

- Applicant has resubmitted and second round of comments were sent March 6; awaiting for applicant's resubmittal and response to comments.

301 Broadway – Minor Development Permit

- Applicant resubmitted, referral comments have been sent to applicant.

481 Whiting – Variance and Minor Subdivision

- Variance hearing scheduled for P&Z March 17, with Minor Subdivision administrative approval conditioned upon variance approval and plat comments fully addressed.

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, deemed complete; working with applicant to determine if variance to be separated from development permit or both run concurrently.

291 Eby Creek Road – Minor Development Permit

- Application materials have been submitted and are out for review; referral comments sent to applicant March 2; awaiting resubmittal.

Capitol Flats – Preliminary Plat, Rezoning, and Right-of-Way Vacation

- Application materials have been submitted and project deemed complete 2.24; applications out for referral with comments due 4.23.

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

- Currently reviewing 1 Sign Permit, 0 Encroachment Permit, and 0 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 new software system, and the vendor's contract is currently in legal review.
 - This new system will replace several outdated programs, automate tasks that staff currently complete by hand, improve communication across departments, and provide a much easier-to-use public portal. These are improvements we simply cannot achieve with our current tools.
 - Implementing the software will be a major project. Migrating years of existing data into the new system is a large and detailed process, and staff will also be spending substantial time on system setup and training. Because of this, we anticipate temporary delays in review timelines and reduced staff capacity during the transition.
 - Once the system is fully in place, it will significantly improve our efficiency, customer service, and long-term operations. We are excited to move this project 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 February; 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 Final Plat – RMF-4/5
- Haymeadow Lot Line Adjustments – Filing 2 duplexes
- Haymeadow Townhome Plat – RMF-2A
- 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

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"> LUDC26-01 Misc. Code Amendments
March 10 th (Town Council) <ul style="list-style-type: none"> GEFPD Presentation on Fire Fighting LUDC26-01 Misc. Code Amendment
March 17 th (Planning Commission) <ul style="list-style-type: none"> DR25-01/PP25-01 – Red Mountain Ranch 481 Whiting Variance (V25-01) 446 Broadway Variance (V26-01) LUDC26-02 WUI / Turf Amendments <ul style="list-style-type: none"> Resolution – WUI Map
March 24 th (Town Council) <ul style="list-style-type: none"> Ordinance Reading 1– Adoption of WUI 7A into Title 13 DR25-01/PP25-01 – Red Mountain Ranch
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) <ul style="list-style-type: none"> LUDC26-02 WUI / Turf Amendments Resolution – WUI Map Ordinance Reading 2– Adoption of WUI 7A into Title 13
April 21 st (Planning Commission) <ul style="list-style-type: none"> <i>(Tentative) DR25-08 Haymeadow RMF-4/5</i>
April 28 th (Town Council)

Engineering (Ryan Johnson, Town Engineer)

February 2026

General Updates:

- Staffing: An Engineer I/II Project Engineer position remains vacant at this time.
- 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: 0

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: BUILD Grant submittal was completed with the assistance of KLJ
- Capitol Street: 360 Civil contact was awarded. Public communication plan was developed.
- Brush Creek Water Transmission Main & PRV: Eagle county approved the license agreement expanding the work area
- Sylvan Lake Road: Progress is being made on the grant reimbursement and closeout documents

Signature Signs

PO Box 4447
1320 Chambers Ave #1
Eagle, CO 81631

Voice: 970-328-7446

Fax:

QUOTATION

Quote Number: Over the street bann

Quote Date: Mar 12, 2026

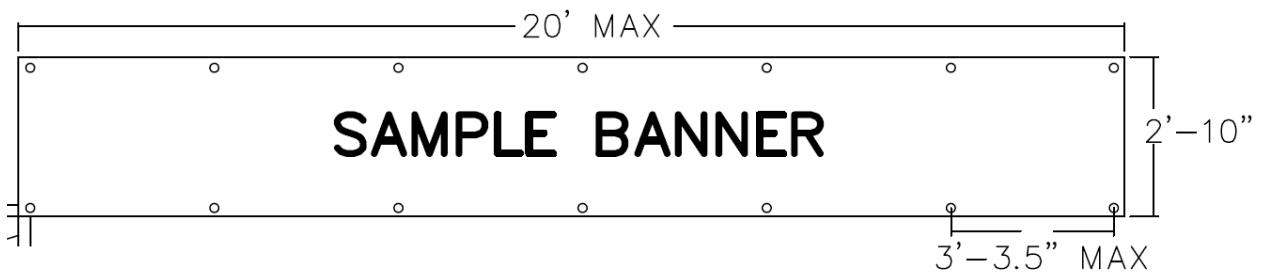
Page: 1

Quoted To:

Town Of Eagle
PO Box 609
Eagle, CO 81631

Customer ID	Good Thru	Payment Terms	Sales Rep
Town of Eagle	4/11/26	Net 30 Days	

Quantity	Item	Description	Unit Price	Amount
1.00		20' x 34" Double Sided Banner with windholes	740.75	740.75
			Subtotal	740.75
			Sales Tax	
			TOTAL	740.75



Town can accommodate (6) banners across Broadway Street.