

**CARBONDALE BOARD OF TRUSTEES  
REGULAR MEETING  
APRIL 27, 2021  
VIRTUAL MEETING  
6:00 P.M.**

**ATTENTION:** Due to the continuing threat of the spread of the COVID-19 Virus, all regular Carbondale Board of Trustee Meetings, Special Meetings, Executive Sessions and Works Sessions will be conducted virtually. If you have a comment concerning one or more of the Agenda items please email [cderby@carbondaleco.net](mailto:cderby@carbondaleco.net) by 5:00 pm on April 27, 2021.

If you would like to comment during Persons Present Not on the Agenda please email [cderby@carbondaleco.net](mailto:cderby@carbondaleco.net) with your full name and email address by 5:00 pm on April 27, 2021. See invitation below.

You are invited to a Zoom webinar.

**When:** Apr 27, 2021 05:30 PM Mountain Time (US and Canada)

**Topic:** Town of Carbondale Board of Trustees 4-27-2021 Regular Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84389384632>

**Or One tap mobile :**

US: +16699006833,,84389384632# or +12532158782,,84389384632#

**Or Telephone:**

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799

**Webinar ID:** 843 8938 4632

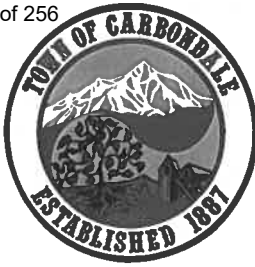
International numbers available: <https://us02web.zoom.us/j/84389384632>

<b><u>TIME*</u></b>		<b><u>ITEM</u></b>	<b><u>DESIRED OUTCOME</u></b>
<b>6:00</b>	<b>1.</b>	<b>Roll Call</b>	
<b>6:00</b>	<b>2.</b>	<b>Consent Agenda</b> a. Accounts Payable b. BOT 4/12/2021 Regular Meeting Minutes c. Modification of Premises – The Pour House d. Retail Marijuana Store Renewal Application - Tumbleweed e. Right-of-Way Lease 66 N. 2 <sup>nd</sup> Street f. Lease – 759 Main Street g. Blue Green Professional Contract – Red Hill Trailhead Design	<b>ATTACHMENT A</b> <b>ATTACHMENT B</b> <b>ATTACHMENT C</b>  <b>ATTACHMENT D</b>  <b>ATTACHMENT E</b> <b>ATTACHMENT F</b> <b>ATTACHMENT G</b> <b>BOT Action Desired</b>
<b>6:05</b>	<b>3.</b>	<b>Persons Present Not On The Agenda</b>	

6:15	4.	Trustee Comments	
6:25	5.	Attorney's Comments	
6:30	6.	<b><u>Public Hearing</u></b> – New Liquor License Application – Pacifica Senior Living Re Fund Applicant: Pacifica Senior Living Re Fund, LLC Location: 295 Rio Grande	<b>ATTACHMENT H BOT Action Desired</b>
6:40	7.	Special Event Liquor License – Dance Initiative	<b>ATTACHMENT I BOT Action Desired</b>
6:50	8.	Special Event Liquor License – Carbondale Clay Center	<b>ATTACHMENT J BOT Action Desired</b>
7:00	9.	Valley Meals Presentation	<b>ATTACHMENT K Discussion</b>
7:10	10.	PR Studio Communication Update	<b>ATTACHMENT L Discussion</b>
7:35	11.	Approval of 1 <sup>st</sup> Amendment to Subdivision Improvement Agreements for Carbondale Center Place Lot 1 & Lot 2	<b>ATTACHMENT M BOT Action Desired</b>
7:50	12.	Colorado Avenue Sewer Project	<b>ATTACHMENT N BOT Action Desired</b>
8:05	13.	Review of COVID-19 Emergency Order	<b>ATTACHMENT O BOT Action Desired</b>
8:35	14.	Resolution No. 5, Series of 2021 – Supporting Efforts to Protect 30% of U.S. Lands, Waters, and Oceans by 2030	<b>ATTACHMENT P BOT Action Desired</b>
8:45	15.	Administrative Reports/Minutes/Correspondence a. Finance b. Public Works & Utilities c. Planning d. Building e. Police f. Parks and Recreation g. Planning & Zoning Commission 3-11-2021 Minutes	<b>ATTACHMENT Q Information Only</b>

		<b>h. Parks &amp; Recreation 3/10/2021 Minutes</b> <b>i. Public Arts Commission 2/3/2021 Minutes</b>	
<b>8:45</b>	<b>12.</b>	<b>Adjourn</b>	

**\* Please note: times are approximate**



## Board of Trustees Agenda Memorandum

Item No: Attachment A

Meeting Date: 04.27.2021

**TITLE:** Accounts Payable

**SUBMITTING DEPARTMENT:** Finance

**ATTACHMENTS:** Accounts Payable for 04.27.2021

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**DISCUSSION:** The accounts payable includes the membership payment to Colorado Communities for Climate Action for \$5,000.00. Miner's Park received a variable speed pump for irrigation from Ferguson Waterworks for \$24,297.00. \$29,537.69 is being paid to Lassiter Electric for another electric pad upgrade at the RV Gateway Park. The final payments to Gould Construction and Mueller Construction are being issued for the Clarifier/Pump project and Filter Upgrade projects in the amount of \$77,880.09 and \$30,221.05 respectively.

The payroll for 4.16.2021 was \$169,919.71. Tax liability for the town was \$10,237.59. Pension and Retirement liability was \$10,711.25.

If you have any questions concerning the Accounts Payable, please contact me.

Rena



## TOWN OF CARBONDALE

Payment Approval Report - by GL No  
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Vendor	Vendor Name	GL Acct No Description	Invoice No	PO No	Invoice Date	Amount
01-2175	INSURANCE PAYABLE					
10660	CEBT	Group Health Insurance Premium	INV 0041803	14321	04/08/2021	104,261.90
Total 01-2175:						104,261.90
01-2177	GARNISHMENTS PAYABLE					
19540	FAMILY SUPPORT REGISTRY	GARNISHMENT	14881544 - A	14320	04/01/2021	227.07
Total 01-2177:						227.07
01-4194-3410	UTILITIES					
92495	BLACK HILLS ENERGY	PUBLIC WORKS	041621	14311	04/08/2021	281.37
01-4194-3410	UTILITIES					
92495	BLACK HILLS ENERGY	TOWN HALL	041621	14311	04/08/2021	482.85
01-4194-3410	UTILITIES					
92495	BLACK HILLS ENERGY	THOMPSON HOUSE 301 LEWIE	041621	14311	04/08/2021	59.26
Total 01-4194-3410:						823.48
01-4310-3410	UTILITIES					
57760	XCEL ENERGY	206 JEWELS LANE	727362992,	14327	04/09/2021	11.13
01-4310-3410	UTILITIES					
57760	XCEL ENERGY	204 JEWELS LANE	727362992,	14327	04/09/2021	42.00
01-4310-3410	UTILITIES					
57760	XCEL ENERGY	200 LEWIES LANE	727362992,	14327	04/09/2021	25.59
01-4310-3410	UTILITIES					
57760	XCEL ENERGY	200 JEWELLS LANE	727362992,	14327	04/09/2021	14.51
Total 01-4310-3410:						93.23
01-4500-3410	UTILITIES					
92495	BLACK HILLS ENERGY	ARENA BUILDING	041621	14311	04/08/2021	71.38
Total 01-4500-3410:						71.38
31-4335-3410	UTILITIES					
92495	BLACK HILLS ENERGY	WWTP HEADWORKS 171 HWY	041621	14311	04/08/2021	394.08
31-4335-3410	UTILITIES					
92495	BLACK HILLS ENERGY	WW GARAGE	041621	14311	04/08/2021	94.50
31-4335-3410	UTILITIES					
92495	BLACK HILLS ENERGY	DIGESTER	041621	14311	04/08/2021	2,006.94
31-4335-3410	UTILITIES					
92495	BLACK HILLS ENERGY	WATER GARAGE	041621	14311	04/08/2021	136.99
31-4335-3410	UTILITIES					
92495	BLACK HILLS ENERGY	UTIL ADMIN (1/2) 171 HWY 133	041621	14311	04/08/2021	36.36
31-4335-3410	UTILITIES					
92495	BLACK HILLS ENERGY	A BASIN	041621	14311	04/08/2021	143.02
Total 31-4335-3410:						2,811.89
41-4336-3410	UTILITIES					
92495	BLACK HILLS ENERGY	RFWTP 610 N 4TH ST	041621	14311	04/08/2021	208.38
41-4336-3410	UTILITIES					
92495	BLACK HILLS ENERGY	UTIL ADMIN (1/2) 171 HWY 133	041621	14311	04/08/2021	36.37
Total 41-4336-3410:						244.75

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Vendor	Vendor Name	GL Acct No Description	Invoice No	PO No	Invoice Date	Amount
75-4500-3450 UTILITIES						
92495	BLACK HILLS ENERGY	REC CTR	041621	14311	04/08/2021	635.94
Total 75-4500-3450:						635.94
Grand Totals:						109,169.64

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Vendor	Vendor Name	GL Acct No	Description	Invoice No	PO No	Invoice Date	Amount
00-1017	UTILITY CASH CLEARING ACCOUNT						
92252	BEUTER, MATTHEW	UTILITY REFUND ACCOUNT 121	12.1850.3	95144		04/27/2021	26.15
00-1017	UTILITY CASH CLEARING ACCOUNT						
8567	BROWNFIELD, DORCAS	UTILITY REFUND ACCOUNT 605	6.0590.5	95142		04/27/2021	56.30
00-1017	UTILITY CASH CLEARING ACCOUNT						
69835	MOHAMMADIOUN, SAID	UTILITY REFUND ACCOUNT 310	3.1098.1	95141		04/27/2021	129.86
00-1017	UTILITY CASH CLEARING ACCOUNT						
74345	THOMPSON PARK LLC	UTILITY REFUND ACCOUNT 416	416243-2, 41	95146		04/27/2021	321.35
00-1017	UTILITY CASH CLEARING ACCOUNT						
74345	THOMPSON PARK LLC	UTILITY REFUND ACCOUNT 416	416243-2, 41	95146		04/27/2021	86.42
00-1017	UTILITY CASH CLEARING ACCOUNT						
57145	WILLIAMS, STEVEN & PATRICIA	UTILITY REFUND ACCOUNT 610	610001	95143		04/27/2021	9.60
Total 00-1017:							629.68
01-36-22	RV PARK FEES						
92270	ANDERSON, HARLAN	REFUND FOR RV PARK CANCE	WRSA-9PZL	102751		04/16/2021	110.00
01-36-22	RV PARK FEES						
38947	CALHOUN, EDWARD	REFUND FOR RV PARK CANCE	WRSA-M0G	102749		04/20/2021	150.00
01-36-22	RV PARK FEES						
38948	COX, MICHAEL	REFUND FOR RV PARK CANCE	WRSA-JTSU	102761		04/20/2021	190.00
01-36-22	RV PARK FEES						
38948	FRANCK, DEAN	REFUND FOR RV PARK CANCE	WRSA-4RLL	102745		04/20/2021	40.00
01-36-22	RV PARK FEES						
38947	GRIGGS, CATHERINE	REFUND FOR RV PARK CANCE	WRSA-1B0O	102748		04/20/2021	70.00
01-36-22	RV PARK FEES						
38948	JAGGARD, PHIL	REFUND FOR RV PARK CANCE	WRSA-5UXJ	102747		04/16/2021	40.00
01-36-22	RV PARK FEES						
38948	NIELSEN, RHONDA	REFUND FOR RV PARK CANCE	WRSA-9SSU	102746		04/08/2021	242.00
01-36-22	RV PARK FEES						
38947	OSEROFF, CHARLES	REFUND FOR RV PARK CANCE	WRSA-96BT	102750		04/20/2021	40.00
01-36-22	RV PARK FEES						
38948	SANTARSIERO, ANTHONY	REFUND FOR RV PARK CANCE	WRSA-Y215	102768		04/21/2021	70.00
01-36-22	RV PARK FEES						
38937	TRONOWSKY, JON	REFUND FOR RV PARK CANCE	WRSA-3K1Z	102752		04/14/2021	150.00
Total 01-36-22:							1,102.00
01-4025-2100	POSTAGE						
39460	PETTY CASH	BALLOTS RETURNED	042721	14316		04/27/2021	7.15
Total 01-4025-2100:							7.15
01-4111-2400	MISCELLANEOUS EXPENSE						
52880	UMB BANK	SUBSCRIPTION	042721	14337		04/01/2021	40.00
Total 01-4111-2400:							40.00
01-4111-3300	DUES AND PUBLICATIONS						
12830	COLORADO COMMUNITIES FO	2021 MEMBERSHIP	2021-08	14310		02/01/2021	5,000.00
Total 01-4111-3300:							5,000.00
01-4121-3980	CONTRACT LABOR						
28280	JOHN COLLINS PC	JUDGE'S CONTRACT	042721	14313		04/27/2021	1,605.63

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Total 01-4121-3980:						1,605.63
01-4121-3981 ALTERNATE JUDGE						
73880	LEMOINE & GRAVES PC	SUBSTITUTE JUDGE 4.12.21	5522	14429	04/13/2021	500.00
Total 01-4121-3981:						500.00
01-4150-3310 ADVERTISING						
48260	SOPRIS SUN	LEGAL TEXT - TRANSFER LIQU	24662, 2446	14334	03/04/2021	16.79
01-4150-3310 ADVERTISING						
48260	SOPRIS SUN	LEGAL TEXT - HIGH Q REQUES	24662, 2446	14334	03/04/2021	20.44
01-4150-3310 ADVERTISING						
48260	SOPRIS SUN	LEGAL TEXT - NEW LIQUOR LIC	24662, 2446	14334	03/04/2021	12.41
01-4150-3310 ADVERTISING						
48260	SOPRIS SUN	LEGAL TEXT - SOPRIS LODGE	24832, 2483	14331	04/01/2021	18.25
Total 01-4150-3310:						67.89
01-4150-3311 RECRUITING EXPENSES						
18940	EMPLOYERS COUNCIL SERVIC	BACKGROUND CHECKS - PARK	0000375071	14319	03/25/2021	60.00
01-4150-3311 RECRUITING EXPENSES						
92092	MCC DRUG & ALCOHOL SCREE	PRE-EMPLOYMENT DRUG TES	26559	66971	03/31/2021	45.00
01-4150-3311 RECRUITING EXPENSES						
92092	MCC DRUG & ALCOHOL SCREE	DRUG TESTING - PARKS	26638	14325	03/31/2021	40.00
01-4150-3311 RECRUITING EXPENSES						
41200	PSYCHOLOGICAL RESOURCES	PSYCH TEST	2103032	66974	04/05/2021	135.00
01-4150-3311 RECRUITING EXPENSES						
52880	UMB BANK	HELP WANTED ADS	042721	14337	04/01/2021	999.64
Total 01-4150-3311:						1,279.64
01-4150-5100 MUNICIPAL INSURANCE						
11500	CIRSA	ADDITIONS	210848	14315	04/12/2021	716.89
Total 01-4150-5100:						716.89
01-4150-5310 OFFICE EQUIPMENT RENTAL						
38929	IMPRESSIONS OF ASPEN	MONTHLY PRINTER CHARGE &	32528	14322	04/12/2021	39.79
Total 01-4150-5310:						39.79
01-4191-3571 DEVELOPER REIMBURSABLE						
48260	SOPRIS SUN	LEGAL TEXT - P&Z HEARING FE	24662, 2446	14334	03/04/2021	34.31
01-4191-3571 DEVELOPER REIMBURSABLE						
48260	SOPRIS SUN	LEGAL TEXT - P&Z HEARING M	24832, 2483	14331	04/01/2021	32.85
01-4191-3571 DEVELOPER REIMBURSABLE						
48260	SOPRIS SUN	LEGAL TEXT - P&Z HEARING F	24832, 2483	14331	04/01/2021	32.85
Total 01-4191-3571:						100.01
01-4191-3980 CONTRACT LABOR						
38908	PETERSON, GILIA	CONTRACTOR LABOR	009	14326	04/13/2021	606.25
Total 01-4191-3980:						606.25

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Vendor	Vendor Name	GL Acct No Description	Invoice No	PO No	Invoice Date	Amount
01-4192-3560	SOFTWARE SERVICES					
52880	UMB BANK	ADOBE MONTHLY SUBSCRIPTI	042721	14337	04/01/2021	182.88
01-4192-3560	SOFTWARE SERVICES					
52880	UMB BANK	SUBSCRIPTION	042721	14337	04/01/2021	189.90
Total 01-4192-3560:						372.78
01-4192-3630	COMPUTER MAINTENANCE					
69800	MITCHELL AND COMPANY	COMPUTER SUPPORT	128217, 128	14335	04/15/2021	312.50
01-4192-3630	COMPUTER MAINTENANCE					
69800	MITCHELL AND COMPANY	COMPUTER SUPPORT	128217, 128	14335	04/15/2021	297.50
Total 01-4192-3630:						610.00
01-4194-2290	GENERAL SUPPLIES					
52880	UMB BANK	SOAP	042721	14337	04/01/2021	7.50
Total 01-4194-2290:						7.50
01-4194-3410	UTILITIES					
71380	SUNCENTRAL	UNIT PV	C010ADA1	14341	03/12/2021	222.64
01-4194-3410	UTILITIES					
71380	SUNCENTRAL	TOWN HALL	C010ADA1	14341	03/12/2021	676.35
01-4194-3410	UTILITIES					
71380	SUNCENTRAL	TOWN HALL	49CBC841	14339	04/19/2021	995.64
01-4194-3410	UTILITIES					
71380	SUNCENTRAL	UNIT PV	49CBC841	14339	04/19/2021	327.75
Total 01-4194-3410:						2,222.38
01-4194-3631	MAINTENANCE CONTRACT					
41445	PYE BARKER FIRE & SAFETY L	WET SPRINKLER AND BACKFL	PSI458919	14318	03/31/2021	585.00
Total 01-4194-3631:						585.00
01-4194-3660	BLDG MAINTENANCE EXPENSE					
52460	TRI COUNTY LOCKSMITH SERV	ALARM LOCK PROGRAMING TI	#A816	14330	04/15/2021	850.00
Total 01-4194-3660:						850.00
01-4195-2292	CLOTHING ALLOWANCE					
52880	UMB BANK	CPAC SUPPLIES INSTALLS	042721	14337	04/01/2021	20.74
Total 01-4195-2292:						20.74
01-4195-2311	POLICE FUEL					
52880	UMB BANK	FUEL	042721	14337	04/01/2021	201.38
Total 01-4195-2311:						201.38
01-4195-2320	ADMINISTRATION MAINTENANCE					
38937	ROARING FORK TIRE CENTER	2015 FORD FUSION INSTALL S	27088, 2702	27040	04/08/2021	53.00
Total 01-4195-2320:						53.00
01-4195-2321	POLICE MAINTENANCE					
9740	CARBONDALE CAR CARE	2017 FORD EXPLORER REPLA	82938	27038	04/15/2021	622.91

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01-4195-2321	POLICE MAINTENANCE					
22460	GLENWOOD SPRINGS FORD	2017 FORD EXPLORER CABIN	167180	27036	04/08/2021	10.06
01-4195-2321	POLICE MAINTENANCE					
38937	ROARING FORK TIRE CENTER	2015 FORD EXPLORER INSTAL	27088, 2702	27040	04/08/2021	53.00
01-4195-2321	POLICE MAINTENANCE					
38937	ROARING FORK TIRE CENTER	2018 RAM 1500 INSTALL SUMM	27088, 2702	27040	04/08/2021	53.00
01-4195-2321	POLICE MAINTENANCE					
38937	ROARING FORK TIRE CENTER	2013 FORD EXPLORER INSTAL	27088, 2702	27040	04/08/2021	51.00
01-4195-2321	POLICE MAINTENANCE					
38937	ROARING FORK TIRE CENTER	2017 FORD EXPLORER INSTAL	27088, 2702	27040	04/08/2021	53.00
01-4195-2321	POLICE MAINTENANCE					
38937	ROARING FORK TIRE CENTER	2013 FORD EXPLORER INSTAL	27088, 2702	27040	04/08/2021	53.00
01-4195-2321	POLICE MAINTENANCE					
38937	ROARING FORK TIRE CENTER	2013 FORD EXPLORER INSTAL	27088, 2702	27040	04/08/2021	53.00
01-4195-2321	POLICE MAINTENANCE					
38937	ROARING FORK TIRE CENTER	2015 FORD FUSION INSTALL S	27088, 2702	27040	04/08/2021	53.00
01-4195-2321	POLICE MAINTENANCE					
38937	ROARING FORK TIRE CENTER	2016 FORD EXPLORER INSTAL	27088, 2702	27040	04/08/2021	53.00
01-4195-2321	POLICE MAINTENANCE					
38937	ROARING FORK TIRE CENTER	2020 FORD EXPLORER INSTAL	27088, 2702	27040	04/08/2021	53.00
01-4195-2321	POLICE MAINTENANCE					
52880	UMB BANK	VEHICLE PLATES	042721	14337	04/01/2021	12.59
Total 01-4195-2321:						1,120.56
01-4195-2324	STREETS MAINTENANCE					
19600	FARIS MACHINERY COMPANY	2012 ELGIN SWEEPER WATER	C58463, G31	27039	04/12/2021	834.22
01-4195-2324	STREETS MAINTENANCE					
19600	FARIS MACHINERY COMPANY	2012 ELGIN SWEEPER SEATBE	C58463, G31	27039	04/12/2021	196.89
01-4195-2324	STREETS MAINTENANCE					
44700	ROCKY MOUNTAIN SUPPLY CO	2012 ELGIN SWEEPER GUTTER	15673	27037	04/13/2021	627.75
01-4195-2324	STREETS MAINTENANCE					
52880	UMB BANK	2004 FORD WATER TRUCK VAL	042721	14337	04/01/2021	8.88
Total 01-4195-2324:						1,667.74
01-4195-2325	PARKS MAINTENANCE					
52880	UMB BANK	GATOR CONSOLE AND 1999 TR	042721	14337	04/01/2021	114.72
Total 01-4195-2325:						114.72
01-4195-3630	PARKS PORT. EQUIPMENT MAINTENA					
52880	UMB BANK	CARBURATOR AND PARTS FOR	042721	14337	04/01/2021	107.93
Total 01-4195-3630:						107.93
01-4195-3631	ST. PORT. EQUIPMENT MAINTENANC					
52880	UMB BANK	GFI OUTLETS FOR GENERATO	042721	14337	04/01/2021	116.83
Total 01-4195-3631:						116.83
01-4195-9410	TOOLS AND EQUIPMENT					
52880	UMB BANK	SHOP VAC	042721	14337	04/01/2021	68.59
Total 01-4195-9410:						68.59

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01-4210-2110 OFFICE SUPPLIES						
76368	PRINT WORKS	TRESPASS ORDERS	107094, 107	66975	04/19/2021	92.28
Total 01-4210-2110:						92.28
01-4210-2291 INVESTIGATION EXPENSE						
52880	UMB BANK	FLASH DRIVES	042721	14337	04/01/2021	206.30
Total 01-4210-2291:						206.30
01-4210-3300 DUES AND PUBLICATIONS						
21530	GARFIELD COUNTY PUBLIC INF	PUBLIC INFORMATION OFFICE	2021-RAM	66972	04/13/2021	25.00
Total 01-4210-3300:						25.00
01-4210-3630 EQUIP MAINT AND REPAIR						
52460	TRI COUNTY LOCKSMITH SERV	MASTER KEY PADLOCK	#A419	14312	06/11/2020	912.00
01-4210-3630	EQUIP MAINT AND REPAIR					
52880	UMB BANK	SHOES AND UNIFORM FACE M	042721	14337	04/01/2021	276.96
01-4210-3630	EQUIP MAINT AND REPAIR					
52880	UMB BANK	FIREARM PARTS AND GFI OUTL	042721	14337	04/01/2021	72.88
Total 01-4210-3630:						1,261.84
01-4210-3700 TRAVEL AND CONFERENCE						
52880	UMB BANK	TRAINING	042721	14337	04/01/2021	1,817.99
Total 01-4210-3700:						1,817.99
01-4210-3980 OTHER SERVICES						
38908	COLORADO BUREAU OF INVES	FINGERPRINT BACKGROUND	A210900020	1018218286	04/01/2021	77.00
Total 01-4210-3980:						77.00
01-4210-8000 FEDERAL GRANT EXPENSE						
52880	UMB BANK	TRIDENT SUPPLIES	042721	14337	04/01/2021	40.78
Total 01-4210-8000:						40.78
01-4210-9410 POLICE EQUIPMENT						
52880	UMB BANK	FIRST AID EQUIPMENT AND WI	042721	14337	04/01/2021	225.95
Total 01-4210-9410:						225.95
01-4215-9460 PHONE EQUIPMENT						
52880	UMB BANK	PHONE CASE	042721	14337	04/01/2021	23.98
Total 01-4215-9460:						23.98
01-4242-2110 OFFICE SUPPLIES						
52880	UMB BANK	GAS TAGS FOR INSPECTIONS,	042721	14337	04/01/2021	375.46
Total 01-4242-2110:						375.46
01-4242-3210 PRINTING						
52880	UMB BANK	PRINTER CONTRACT	042721	14337	04/01/2021	31.93

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Total 01-4242-3210:						31.93
01-4242-3820 BOOKS						
52880 UMB BANK		CODE BOOK	042721	14337	04/01/2021	129.00
Total 01-4242-3820:						129.00
01-4298-2292 CLOTHING ALLOWANCE						
1920 ADAMSON POLICE PRODUCTS		ORDINANCE UNIFORM	INV350799	66976	04/07/2021	95.00
Total 01-4298-2292:						95.00
01-4298-5310 DOG POUND BOARDING						
42620 RED HILL ANIMAL HEALTH CEN		DOG POUND BOARD	248126	66969	04/03/2021	60.00
Total 01-4298-5310:						60.00
01-4310-2250 SAFETY EQUIPMENT						
52880 UMB BANK		GLOVES, RESPIRATOR CARTRI	042721	14337	04/01/2021	219.33
Total 01-4310-2250:						219.33
01-4310-2290 GENERAL SUPPLIES						
52880 UMB BANK		GLOVES, CLOTHESLINE	042721	14337	04/01/2021	72.96
Total 01-4310-2290:						72.96
01-4310-2292 CLOTHING ALLOWANCE						
52880 UMB BANK		UNIFORM	042721	14337	04/01/2021	198.04
Total 01-4310-2292:						198.04
01-4310-3300 DUES AND PUBLICATIONS						
52880 UMB BANK		ARBORIST DUES	042721	14337	04/01/2021	187.00
Total 01-4310-3300:						187.00
01-4310-3410 UTILITIES						
71380 SUNCENTRAL		DOWNTOWN SIGN	C010ADA1	14341	03/12/2021	121.46
01-4310-3410 UTILITIES						
71380 SUNCENTRAL		IRRIGATION	C010ADA1	14341	03/12/2021	82.24
01-4310-3410 UTILITIES						
71380 SUNCENTRAL		STREET LIGHTS	C010ADA1	14341	03/12/2021	7.60
01-4310-3410 UTILITIES						
71380 SUNCENTRAL		DT ELECTRIC CIRCUIT	C010ADA1	14341	03/12/2021	119.03
01-4310-3410 UTILITIES						
71380 SUNCENTRAL		DOWNTOWN SIGN	49CBC841	14339	04/19/2021	178.80
01-4310-3410 UTILITIES						
71380 SUNCENTRAL		IRRIGATION	49CBC841	14339	04/19/2021	121.06
01-4310-3410 UTILITIES						
71380 SUNCENTRAL		STREET LIGHTS	49CBC841	14339	04/19/2021	11.18
01-4310-3410 UTILITIES						
71380 SUNCENTRAL		DT ELECTRIC CIRCUIT	49CBC841	14339	04/19/2021	175.22
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		UNIT PED LIGHT 101 3RD ST	727370892	14332	04/09/2021	22.39



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01-4310-3410 UTILITIES						
57760 XCEL ENERGY		522 HWY 133 STREET LIGHTS	727778866	14338	04/13/2021	55.00
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		900 HWY 133 STREET LIGHTS	727955278	14336	04/13/2021	63.54
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		IRRIGATION	727955278	14336	04/13/2021	10.60
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		LIBRARY STREET LIGHTS	727955278	14336	04/13/2021	23.12
01-4310-3410 UTILITIES						
57760 XCEL ENERGY		277 S 4th Street	727955278	14336	04/13/2021	10.70
Total 01-4310-3410:						1,001.94
01-4310-3683 STREET MAINTENANCE						
52880 UMB BANK		SNOW SHOVELS	042721	14337	04/01/2021	37.23
Total 01-4310-3683:						37.23
01-4310-9410 TOOLS AND EQUIPMENT						
52880 UMB BANK		SLEDGE HAMMER, CROW BAR,	042721	14337	04/01/2021	79.35
01-4310-9410 TOOLS AND EQUIPMENT						
52880 UMB BANK		EXTENSION HANDLE/SWEEPE	042721	14337	04/01/2021	9.58
Total 01-4310-9410:						88.93
01-4318-2252 SAFETY COMMITTEE						
39460 PETTY CASH		SAFETY MEETING LUNCH	042721	14316	04/27/2021	10.00
Total 01-4318-2252:						10.00
01-4318-2400 MISCELLANEOUS EXPENSE						
39460 PETTY CASH		COLORADO TEMPORARY DRIV	042721	14316	04/27/2021	18.52
01-4318-2400 MISCELLANEOUS EXPENSE						
39460 PETTY CASH		COLORADO CDT DRIVERS LICE	042721	14316	04/27/2021	18.23
Total 01-4318-2400:						36.75
01-4318-3300 DUES AND PUBLICATIONS						
52880 UMB BANK		DOCUMENT FEE, MOTOR VEHI	042721	14337	04/01/2021	11.50
Total 01-4318-3300:						11.50
01-4318-3400 Rental Property Expense						
38945 MSP DEVELOPMENT GROUP L		LEASE LOT B	042721	14314	04/01/2021	450.00
Total 01-4318-3400:						450.00
01-4318-3660 BLDG MAINTENANCE EXPENSE						
35420 MOUNTAIN WASTE & RECYCLI		PUBLIC WORKS	4665100,470	27041	04/01/2021	3,528.57
Total 01-4318-3660:						3,528.57
01-4318-8000 SPRING CLEAN UP						
48260 SOPRIS SUN		SPRING CLEAN-UP AD	24828	27035	04/08/2021	570.00
Total 01-4318-8000:						570.00

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01-4500-2244	PROGRAM SUPPLIES					
52880	UMB BANK	PROGRAM SUPPLIES	042721	14337	04/01/2021	64.75
01-4500-2244	PROGRAM SUPPLIES					
53560	USDA FOREST SERVICE	SPECIAL USE HIKING & CAMPI	BF021503AB	102769	04/20/2021	115.00
Total 01-4500-2244:						179.75
01-4500-2292	CLOTHING ALLOWANCE					
52880	UMB BANK	GLOVES	042721	14337	04/01/2021	21.12
Total 01-4500-2292:						21.12
01-4500-3210	PRINTING EXPENSE					
52880	UMB BANK	SIGNS	042721	14337	04/01/2021	375.19
Total 01-4500-3210:						375.19
01-4500-3410	UTILITIES					
71380	SUNCENTRAL	N.F. BALLFIELDS	C010ADA1	14341	03/12/2021	210.27
01-4500-3410	UTILITIES					
71380	SUNCENTRAL	NORTHFACE	C010ADA1	14341	03/12/2021	26.58
01-4500-3410	UTILITIES					
71380	SUNCENTRAL	N.F. BALLFIELDS	49CBC841	14339	04/19/2021	309.54
01-4500-3410	UTILITIES					
71380	SUNCENTRAL	NORTHFACE	49CBC841	14339	04/19/2021	39.12
Total 01-4500-3410:						585.51
01-4500-3651	RIDING ARENA MAINTENANCE					
52880	UMB BANK	BROOMS FOR ICERINK	042721	14337	04/01/2021	51.97
Total 01-4500-3651:						51.97
01-4500-3653	TENNIS/B-BALL MAINTENANCE					
52880	UMB BANK	WIRE TIES FOR WINDSCREENS	042721	14337	04/01/2021	18.72
Total 01-4500-3653:						18.72
01-4500-3654	COMMUNITY GARDEN					
19325	EVERGREEN ZEROWASTE	DEMETER'S GARDEN INVOICE	14480, 2800	102766	11/01/2018	270.00
01-4500-3654	COMMUNITY GARDEN					
19325	EVERGREEN ZEROWASTE	DEMETER'S GARDEN INVOICE	14480, 2800	102766	11/01/2018	1,050.00
Total 01-4500-3654:						1,320.00
01-4500-8000	SELF FUNDED SPECIAL EVENTS					
76388	DONNELLY, MARGARET	REIMBURSEMENT FOR WHERE	0240969309	102759	04/09/2021	122.76
01-4500-8000	SELF FUNDED SPECIAL EVENTS					
52880	UMB BANK	PEEPS MATERIALS, PERMIT, B	042721	14337	04/01/2021	377.01
Total 01-4500-8000:						499.77
01-4520-2250	SAFETY EQUIPMENT					
52880	UMB BANK	GLOVES, RAIN GEAR	042721	14337	04/01/2021	48.51
Total 01-4520-2250:						48.51

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01-4520-2292 CLOTHING ALLOWANCE						
52880	UMB BANK	UNIFORM	042721	14337	04/01/2021	13.29
Total 01-4520-2292:						13.29
01-4520-2380 SPRINKLER SYSTEM MAINTENANCE						
56520	WESTERN SLOPE MATERIALS	DITCH ROADBASE INVOICE #12	128052, 128	102763	04/10/2021	47.27
Total 01-4520-2380:						47.27
01-4520-2440 PARK MAINTENANCE SUPPLIES						
38948	POO FREE PARKS	DOGGIE BAGS INVOICE #PFP6	PFP635	102760	04/07/2021	139.99
01-4520-2440 PARK MAINTENANCE SUPPLIES						
52880	UMB BANK	SIGN HARDWARE	042721	14337	04/01/2021	7.84
01-4520-2440 PARK MAINTENANCE SUPPLIES						
56350	WESTERN PAPER DISTRIBUTO	PARKS CUSTODIAL SUPPLIES I	4002782	102753	04/12/2021	443.16
Total 01-4520-2440:						590.99
01-4520-3410 UTILITIES						
71380	SUNCENTRAL	HENDRICKS PARK	C010ADA1	14341	03/12/2021	42.51
01-4520-3410 UTILITIES						
71380	SUNCENTRAL	PARK RR	C010ADA1	14341	03/12/2021	15.58
01-4520-3410 UTILITIES						
71380	SUNCENTRAL	SOPRIS PARK	C010ADA1	14341	03/12/2021	7.60
01-4520-3410 UTILITIES						
71380	SUNCENTRAL	SOPRIS II	C010ADA1	14341	03/12/2021	9.29
01-4520-3410 UTILITIES						
71380	SUNCENTRAL	HENDRICKS PARK	49CBC841	14339	04/19/2021	62.58
01-4520-3410 UTILITIES						
71380	SUNCENTRAL	PARK RR	49CBC841	14339	04/19/2021	22.93
01-4520-3410 UTILITIES						
71380	SUNCENTRAL	SOPRIS PARK	49CBC841	14339	04/19/2021	11.18
01-4520-3410 UTILITIES						
71380	SUNCENTRAL	SOPRIS II	49CBC841	14339	04/19/2021	13.67
Total 01-4520-3410:						185.34
01-4520-3600 PARKS MAINTENANCE						
38945	MURDOCK SUPER SECUR,LLC	OUTDOOR COMBO WASH-N-G	92296381	102695	03/31/2021	4,101.81
01-4520-3600 PARKS MAINTENANCE						
52880	UMB BANK	MATERIALS FOR NATURE PARK	042721	14337	04/01/2021	1,208.96
Total 01-4520-3600:						5,310.77
01-4520-3660 BLDG MAINTENANCE EXPENSE						
52880	UMB BANK	WATER FILTER, AERATOR FOR	042721	14337	04/01/2021	62.92
Total 01-4520-3660:						62.92
01-4520-3810 TRAINING						
52880	UMB BANK	MATERIALS CPR TRAINING	042721	14337	04/01/2021	128.00
Total 01-4520-3810:						128.00
01-4520-9360 PARK IMPROVEMENTS/EQUIPMENT						
52880	UMB BANK	NUCHE PARK FENCE MATERIA	042721	14337	04/01/2021	246.72

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01-4520-9360 PARK IMPROVEMENTS/EQUIPMENT						
52880	UMB BANK	TOOLS FOR POST DIGGING	042721	14337	04/01/2021	87.20
Total 01-4520-9360:						333.92
01-4520-9370 CEMETERY IMPROVEMENT/MAINTENAN						
52880	UMB BANK	TARP	042721	14337	04/01/2021	39.19
Total 01-4520-9370:						39.19
01-4520-9410 TOOLS AND EQUIPMENT						
52880	UMB BANK	LAWN MOWER AND BLADES	042721	14337	04/01/2021	382.94
Total 01-4520-9410:						382.94
01-4525-9360 RV PARK IMPROVEMENTS/EQUIPMENT						
38903	LASSITER ELECTRIC INC	RV PARK INVOICE #12379	121379	102710	02/26/2021	29,537.69
01-4525-9360 RV PARK IMPROVEMENTS/EQUIPMENT						
38903	LASSITER ELECTRIC INC	RV PARK INVOICE #12514	12514	102764	04/09/2021	2,433.12
01-4525-9360 RV PARK IMPROVEMENTS/EQUIPMENT						
44130	ROARING FORK UTILITY LOCAT	RV PARK LOCATES INVOICE #J	J21041604	102765	04/16/2021	180.00
01-4525-9360 RV PARK IMPROVEMENTS/EQUIPMENT						
47860	SNOWMASS WATER & SANITAT	BAC T SAMPLES (1)	14989	95137	03/31/2021	36.00
01-4525-9360 RV PARK IMPROVEMENTS/EQUIPMENT						
56520	WESTERN SLOPE MATERIALS	RV PARK ROADBASE INVOICE	128052, 128	102763	04/10/2021	3,426.97
01-4525-9360 RV PARK IMPROVEMENTS/EQUIPMENT						
56520	WESTERN SLOPE MATERIALS	RV PARK ROADBASE INVOICE	128052, 128	102763	04/10/2021	1,039.08
Total 01-4525-9360:						36,652.86
01-4717-2400 ENVIRONMENTAL BOARD EXPENSE						
92414	CARBONDALE ARTS	SPONSORSHIP/DONATION	159	14333	04/13/2021	1,000.00
01-4717-2400 ENVIRONMENTAL BOARD EXPENSE						
52880	UMB BANK	EBOARD TREE PLAQUES SOPR	042721	14337	04/01/2021	595.70
Total 01-4717-2400:						1,595.70
01-4717-7200 ENERGY PLAN						
63020	CLEAN ENERGY ECONOMY RE	CLIMATE ACTION PLAN	3403	14317	03/31/2021	3,602.40
Total 01-4717-7200:						3,602.40
12-4210-3700 EDUCATION & TRAINING						
52880	UMB BANK	TRAINING	042721	14337	04/01/2021	580.00
Total 12-4210-3700:						580.00
31-4335-2110 OFFICE SUPPLIES						
52880	UMB BANK	CHARGER FOR I PHONES, OFF	042721	14337	04/01/2021	76.97
31-4335-2110 OFFICE SUPPLIES						
52880	UMB BANK	20 VOLT BATTERIES FOR TOOL	042721	14337	04/01/2021	398.00
Total 31-4335-2110:						474.97
31-4335-2111 LAB SUPPLIES						
52880	UMB BANK	CHEMICALS FOR LAB	042721	14337	04/01/2021	760.89

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Total 31-4335-2111:						760.89
31-4335-2200 DRUG & ALCOHOL TESTING						
92092	MCC DRUG & ALCOHOL SCREE	DRUG TESTING - UTILITIES	26638	14325	03/31/2021	40.00
Total 31-4335-2200:						40.00
31-4335-2210 CHEMICALS						
11980	CLEAN HARBORS	DISPOSAL OF CLARIFLOC POL	1003670277	95164	02/24/2021	1,439.64
31-4335-2210	CHEMICALS					
40300	POLYDYNE INC	CLARIFLOC POLYMER	1532037	95138	04/01/2021	2,524.32
Total 31-4335-2210:						3,963.96
31-4335-2250 SAFETY EQUIPMENT						
52880	UMB BANK	LATEX GLOVES	042721	14337	04/01/2021	119.75
Total 31-4335-2250:						119.75
31-4335-2290 GENERAL SUPPLIES						
52880	UMB BANK	US AND COLORADO FLAGS, PH	042721	14337	04/01/2021	157.64
Total 31-4335-2290:						157.64
31-4335-2292 UNIFORMS						
67270	HUBBARD, JOHN	REIMBURSE FOR WORK BOOT	042721	95159	04/18/2021	135.00
31-4335-2292	UNIFORMS					
52880	UMB BANK	CREDIT FOR RETURNED BOOT	042721	14337	04/01/2021	95.46-
Total 31-4335-2292:						39.54
31-4335-2380 PLANT MAINTENANCE						
23240	FERGUSON WATERWORKS #11	COUPLERS & NIPPLES FOR W	1210214	95161	04/15/2021	127.97
31-4335-2380	PLANT MAINTENANCE					
39685	PINNACLE ELECTRIC	INSTALL NEW 4' LED FIXTURE-	353, 354	95160	04/15/2021	450.00
31-4335-2380	PLANT MAINTENANCE					
52880	UMB BANK	BLACK PLASTIC SHEETING FO	042721	14337	04/01/2021	766.45
Total 31-4335-2380:						1,344.42
31-4335-2381 SLUDGE DISPOSAL						
39810	PITKIN COUNTY LANDFILL	BIO- SOLIDS	228157	95134	04/09/2021	311.10
31-4335-2381	SLUDGE DISPOSAL					
39810	PITKIN COUNTY LANDFILL	BIO- SOLIDS	229400	95155	04/16/2021	264.00
Total 31-4335-2381:						575.10
31-4335-2383 COLLECTION SYSTEM MAINTENANCE						
15620	CUMMINS ROCKY MOUNTAIN L	SWAPPED OUT THE COMMUNI	48-27188	95145	04/09/2021	4,034.01
31-4335-2383	COLLECTION SYSTEM MAINTENANCE					
52880	UMB BANK	MOTOR CONTROLLER FOR SC	042721	14337	04/01/2021	271.94
Total 31-4335-2383:						4,305.95
31-4335-2385 SCADA MAINTENANCE						
51560	TIMBER LINE ELECTRIC & CON	CHANGED FILE TO NEW SERV	5578	95153	04/12/2021	233.00

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Total 31-4335-2385:						233.00
31-4335-3310 ADVERTISING						
48260	SOPRIS SUN	LEGAL NOTICE FOR CLARIFIER	24691	95157	03/11/2021	13.14
Total 31-4335-3310:						13.14
31-4335-3311 RECRUITING EXPENSES						
18940	EMPLOYERS COUNCIL SERVIC	BACKGROUND CHECKS - UTIL	0000375071	14319	03/25/2021	20.00
31-4335-3311 RECRUITING EXPENSES						
52880	UMB BANK	JOB ADVERTISEMENT	042721	14337	04/01/2021	19.78
Total 31-4335-3311:						39.78
31-4335-3575 UTILITY BILL OUTSOURCING						
2080	ADVANCED INFO SYSTEMS	UB OUTSOURCING	15458	95135	04/07/2021	110.86
Total 31-4335-3575:						110.86
31-4335-3581 HAZARDOUS WASTE DAY						
76368	PRINT WORKS	DRUG TAKE BACK POSTERS	107094, 107	66975	04/19/2021	11.50
31-4335-3581 HAZARDOUS WASTE DAY						
76368	PRINT WORKS	DRUG TAKE BACK POSTERS	107052	66970	04/09/2021	34.50
Total 31-4335-3581:						46.00
31-4335-3660 BLDG MAINTENANCE EXPENSE						
52880	UMB BANK	PRUNERS AND LOPPERS	042721	14337	04/01/2021	27.49
Total 31-4335-3660:						27.49
31-4335-3810 TRAINING						
47400	SIROTEK, FRED	MILAEGE ALLOWANCE AND REI	042721	14324	04/13/2021	236.32
31-4335-3810 TRAINING						
52880	UMB BANK	COLLECTION CLASS 2 EXAM	042721	14337	04/01/2021	100.00
Total 31-4335-3810:						336.32
31-4337-3570 DESIGN ENGINEERING CONSULTANT						
23020	GOULD CONSTRUCTION	12th & FINAL PAYMENT - WWTP	12	95162	04/19/2021	77,880.09
Total 31-4337-3570:						77,880.09
41-4336-2110 OFFICE SUPPLIES						
52880	UMB BANK	CHARGER FOR I PHONES, OFF	042721	14337	04/01/2021	76.97
Total 41-4336-2110:						76.97
41-4336-2111 LAB SUPPLIES						
52880	UMB BANK	CHEMICALS FOR LAB	042721	14337	04/01/2021	760.89
Total 41-4336-2111:						760.89
41-4336-2210 CHEMICALS						
35960	NALCO CHEMICAL	ULTRION 8157 -POLYMER	6600260574	95151	03/29/2021	1,096.32

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Total 41-4336-2210:						1,096.32
41-4336-2250 SAFETY EQUIPMENT						
52880 UMB BANK		LATEX GLOVES	042721	14337	04/01/2021	119.75
Total 41-4336-2250:						119.75
41-4336-2290 GENERAL SUPPLIES						
52880 UMB BANK		US AND COLORADO FLAGS, PH	042721	14337	04/01/2021	228.66
Total 41-4336-2290:						228.66
41-4336-2292 UNIFORMS						
55770 WEINHEIMER, RICHARD		REIMBURSEMENT FOR WORK	042721	95158	04/16/2021	132.58
Total 41-4336-2292:						132.58
41-4336-2320 VEHICLE MAINTENANCE						
38937 ROARING FORK TIRE CENTER		2013 FORD ESCAPE INSTALL S	27088, 2702	27040	04/08/2021	53.00
41-4336-2320 VEHICLE MAINTENANCE						
52880 UMB BANK		FUEL SYSTEM REVITALIZER &	042721	14337	04/01/2021	59.68
Total 41-4336-2320:						112.68
41-4336-2380 PLANT & INTAKE MAINTENANCE						
23240 FERGUSON WATERWORKS #11		PARTS TO REPAIR CURB STOP	1208972	95148	04/13/2021	58.42
41-4336-2380 PLANT & INTAKE MAINTENANCE						
39685 PINNACLE ELECTRIC		INSTALL STAINLESS STEEL HE	353, 354	95160	04/15/2021	1,025.00
41-4336-2380 PLANT & INTAKE MAINTENANCE						
41700 R & A ENTERPRISES OF CARB		REPLACED TIMER SWITCH TO	A34618	95149	04/07/2021	192.24
41-4336-2380 PLANT & INTAKE MAINTENANCE						
52880 UMB BANK		COMBUSTIBLE SAFETY CABIN	042721	14337	04/01/2021	2,792.72
Total 41-4336-2380:						4,068.38
41-4336-2382 HYDRANT MAINTENANCE						
52880 UMB BANK		FLANGE REPAIR KIT FOR CITY	042721	14337	04/01/2021	230.06
Total 41-4336-2382:						230.06
41-4336-2383 DISTRIBUTION MAINTENANCE						
15600 CULLIGAN		PARTS FOR RF WELL HOUSE	477X031011	95150	03/31/2021	65.16
41-4336-2383 DISTRIBUTION MAINTENANCE						
16620 DENVER INDUSTRIAL PUMP		WILDEN PUMP & FILTER FOR R	97134	95152	04/09/2021	1,630.88
41-4336-2383 DISTRIBUTION MAINTENANCE						
52880 UMB BANK		LUNCH FOR CREW WORKING	042721	14337	04/01/2021	118.83
Total 41-4336-2383:						1,814.87
41-4336-2385 SCADA MAINTENANCE						
51560 TIMBER LINE ELECTRIC & CON		CHANGED FILE TO NEW SERV	5578	95153	04/12/2021	233.00
Total 41-4336-2385:						233.00
41-4336-3310 ADVERTISING						
48260 SOPRIS SUN		LEGAL NOTICE FOR RFWTP FIL	24691	95157	03/11/2021	13.87

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Total 41-4336-3310:						13.87
41-4336-3311 RECRUITING EXPENSES						
52880	UMB BANK	JOB ADVERTISEMENT	042721	14337	04/01/2021	19.78
Total 41-4336-3311:						19.78
41-4336-3410 UTILITIES						
42645	REDI SERVICES LLC	NETTLE CREEK	0000002773	95140	03/31/2021	20.00
41-4336-3410 UTILITIES						
71380	SUNCENTRAL	CRYSTAL WELL	C010ADA1	14341	03/12/2021	14.60
41-4336-3410 UTILITIES						
71380	SUNCENTRAL	RFWTP	C010ADA1	14341	03/12/2021	41.17
41-4336-3410 UTILITIES						
71380	SUNCENTRAL	CRYSTAL WELL	49CBC841	14339	04/19/2021	21.50
41-4336-3410 UTILITIES						
71380	SUNCENTRAL	RFWTP	49CBC841	14339	04/19/2021	60.61
41-4336-3410 UTILITIES						
52880	UMB BANK	INTERNET SERVICE FOR NCW	042721	14337	04/01/2021	100.84
Total 41-4336-3410:						258.72
41-4336-3575 UTILITY BILL OUTSOURCING						
2080	ADVANCED INFO SYSTEMS	UB OUTSOURCING	15458	95135	04/07/2021	110.86
Total 41-4336-3575:						110.86
41-4336-3580 PERMIT AND LAB FEES						
1600	SGS ACCUTEST NORTH AMERI	DRINKING WATER ANALYSIS	5216012618	95154	04/15/2021	629.90
41-4336-3580 PERMIT AND LAB FEES						
47860	SNOWMASS WATER & SANITAT	BAC T SAMPLES (8)	14989	95137	03/31/2021	288.00
41-4336-3580 PERMIT AND LAB FEES						
52880	UMB BANK	POSTAGE	042721	14337	04/01/2021	147.94
Total 41-4336-3580:						1,065.84
41-4336-3660 BLDG MAINTENANCE EXPENSE						
52880	UMB BANK	PRUNERS AND LOPPERS	042721	14337	04/01/2021	27.48
Total 41-4336-3660:						27.48
41-4336-3810 TRAINING						
55770	WEINHEIMER, RICHARD	MILEAGE ALLOWANCE AND REI	0427221	14323	04/13/2021	218.40
Total 41-4336-3810:						218.40
41-4336-9410 TOOLS AND EQUIPMENT						
52880	UMB BANK	WEED WACKER, DEMO SLEDG	042721	14337	04/01/2021	500.90
41-4336-9410 TOOLS AND EQUIPMENT						
52880	UMB BANK	BATTERY BACK UP AND 2 ELEC	042721	14337	04/01/2021	74.82
Total 41-4336-9410:						575.72
41-4337-3570 DESIGN AND ENGINEERING						
31770	LRE WATER	WATER RIGHTS ACCOUNTING	16549	95156	04/06/2021	437.50



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Total 41-4337-3570:						437.50
41-4337-7200 PLANT CONSTRUCTION						
76216	MUELLER CONSTRUCTION SE	PAY APP #8 & FINAL- RFWTP FI	08	95163	04/19/2021	30,221.05
Total 41-4337-7200:						30,221.05
41-4338-2250 SAFETY EQUIPMENT						
52880	UMB BANK	GLOVES	042721	14337	04/01/2021	4.07
Total 41-4338-2250:						4.07
41-4338-2380 DITCH MAINTENANCE						
21915	SPARTAN ACQUISITION	SPREADER BAR FREIGHT	001561	95147	04/14/2021	475.00
41-4338-2380	DITCH MAINTENANCE					
52880	UMB BANK	PARTS TO INSTALL DITCH LINE	042721	14337	04/01/2021	3,746.58
41-4338-2380	DITCH MAINTENANCE					
52880	UMB BANK	CONCRETE	042721	14337	04/01/2021	1,247.39
41-4338-2380	DITCH MAINTENANCE					
52880	UMB BANK	CONCRETE STAKES	042721	14337	04/01/2021	91.46
41-4338-2380	DITCH MAINTENANCE					
55020	WAGNER RENTS	MINI EX	P9380802	95136	04/07/2021	4,484.40
Total 41-4338-2380:						10,044.83
41-4338-3982 TEMP SERVICES						
35460	MOUNTAIN TEMP SERVICES LL	TEMP LABOR FOR DITCHES	561631, 561	95139	04/08/2021	675.00
41-4338-3982	TEMP SERVICES					
35460	MOUNTAIN TEMP SERVICES LL	TEMP LABOR FOR DITCHES	561631, 561	95139	04/08/2021	2,025.00
Total 41-4338-3982:						2,700.00
51-4335-3575 UTILITY BILL OUTSOURCING						
2080	ADVANCED INFO SYSTEMS	UB OUTSOURCING	15458	95135	04/07/2021	110.86
Total 51-4335-3575:						110.86
71-4632-3400 RENTAL PROPERTY EXPENSE						
3900	AMERIGAS-CARBONDALE CO	PROPANE FOR RENTAL HOUSE	680343980	14340	04/07/2021	121.00
71-4632-3400	RENTAL PROPERTY EXPENSE					
52880	UMB BANK	KEYLESS ENTRY KNOB, GROU	042721	14337	04/01/2021	146.57
Total 71-4632-3400:						267.57
74-4337-7202 ENERGY						
63020	CLEAN ENERGY ECONOMY RE	CODE WORK	3403	14317	03/31/2021	1,857.25
Total 74-4337-7202:						1,857.25
74-4337-7206 SIDEWALK CONSTRUCTION						
38909	ALTA PLANNING AND DESIGN	8TH ST. PROJECT	00-202-026-1	27034	04/14/2021	3,588.14
Total 74-4337-7206:						3,588.14
75-4500-2110 OFFICE SUPPLIES						
52880	UMB BANK	OFFICE SUPPLIES	042721	14337	04/01/2021	232.32

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75-4500-2110 OFFICE SUPPLIES						
52880	UMB BANK	HANDS FREE DOOR OPENER &	042721	14337	04/01/2021	72.26
Total 75-4500-2110:						304.58
75-4500-2290 GENERAL SUPPLIES						
52880	UMB BANK	BARK CHIPS	042721	14337	04/01/2021	173.45
75-4500-2290 GENERAL SUPPLIES						
56350	WESTERN PAPER DISTRIBUTO	REC CENTER CUSTODIAL SUP	4002782	102753	04/12/2021	97.44
Total 75-4500-2290:						270.89
75-4500-3310 ADVERTISING						
76106	SUAREZ, DULCE ANDREA	TRANSLATION GARDENING CL	042721	102756	04/12/2021	30.00
Total 75-4500-3310:						30.00
75-4500-3311 RECRUITING EXPENSES						
48260	SOPRIS SUN	AD LIFEGUARDS INVOICE #248	24829, 2480	102755	04/01/2021	160.00
75-4500-3311 RECRUITING EXPENSES						
48260	SOPRIS SUN	AD HIRING LIFEGUARDS INVOI	24829, 2480	102755	04/01/2021	160.00
Total 75-4500-3311:						320.00
75-4500-3410 UTILITIES (ELECTRIC)						
71380	SUNCENTRAL	REC CENTER	C010ADA1	14341	03/12/2021	9.62
75-4500-3410 UTILITIES (ELECTRIC)						
71380	SUNCENTRAL	REC CENTER	49CBC841	14339	04/19/2021	14.16
Total 75-4500-3410:						23.78
75-4500-3450 UTILITIES						
14060	COMCAST CABLE	MONTHLY CABLE FEE APRIL-M	042721	102758	04/13/2021	360.82
Total 75-4500-3450:						360.82
75-4500-3530 EQUIP MAINTENANCE & REPAIR						
2060	ADVANCED EXERCISE EQUIPM	WEIGHT STACK LABELS INVOI	39272	102754	04/13/2021	33.68
75-4500-3530 EQUIP MAINTENANCE & REPAIR						
20100	FITNESS TECH	FITNESS EQUIP MAINTANENCE	33867	102757	04/19/2021	455.00
Total 75-4500-3530:						488.68
75-4500-3560 SOFTWARE SERVICES						
52880	UMB BANK	REC CENTER CLOUD ACCESS	042721	14337	04/01/2021	399.95
Total 75-4500-3560:						399.95
75-4500-3700 TRAINING & TRAVEL						
52880	UMB BANK	MATERIALS CPR TRAINING	042721	14337	04/01/2021	256.00
Total 75-4500-3700:						256.00
75-4500-3980 CONTRACT LABOR						
76375	HODDER, RICHARD	TAEKWONDO INSTRUCTION AP	042721	102767	04/27/2021	576.60

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Vendor	Vendor Name	GL Acct No Description	Invoice No	PO No	Invoice Date	Amount
Total 75-4500-3980:						576.60
75-4512-2290 GENERAL SUPPLIES						
52880	UMB BANK	MATERIALS CPR TRAINING	042721	14337	04/01/2021	189.89
Total 75-4512-2290:						189.89
75-4512-3210 PRINTING EXPENSE						
16820	DESIGN WORKSHOP INC.	AQUATICS FACILITY MASTER P	0066903	102762	04/07/2021	500.00
Total 75-4512-3210:						500.00
75-4512-3810 RED CROSS CERTIFICATION						
52880	UMB BANK	WSI CLASS	042721	14337	04/01/2021	400.00
Total 75-4512-3810:						400.00
75-4800-3410 UTILITIES						
57760	XCEL ENERGY	SHED	727955278,	14336	04/13/2021	11.04
Total 75-4800-3410:						11.04
Grand Totals:						238,312.20

**MINUTES  
CARBONDALE BOARD OF TRUSTEES  
REGULAR MEETING  
APRIL 12, 2021  
VIRTUAL MEETING VIA ZOOM**

Mayor Dan Richardson called the Board of Trustees virtual Regular Meeting to order on April 12, 2021, at 6:00 p.m.

**STUDENT OF THE MONTH**

Lulu Moore, a student at Ross Montessori School, was in attendance (via Zoom) to receive the "Student of the Month" award. Montessori student Miguel Izquierdo-Moreno, who was not present for the meeting, also received a Student of the Month Award.

**ROLL CALL:**

The following members were present for roll call:

Mayor	Dan Richardson
Trustees	Marty Silverstein
	Lani Kitching
	Heather Henry
	Erica Sparhawk
	Ben Bohmfalk
	Luis Yllanes

Staff Present:

Town Manager	Jay Harrington
Town Clerk	Cathy Derby
Finance Director	Renae Gustine
Town Attorney	Mark Hamilton
Public Works Director	Kevin Schorzman
Planning Director	Janet Buck

**CONSENT AGENDA**

- Accounts Payable totaling \$291,592.49
- BOT 3-16-2021 Work Session Minutes
- BOT 3-23-2021 Regular Meeting Minutes
- Liquor License Renewal – Thunder River Theater
- Liquor License Renewal – Pop's Liquors
- Modification of Premises – Brass Anvil
- Modification of Premises – Phat Thai
- Modification of Premises – Batch Emporium

- Modification of Premises – Senior Taco
- IGA – Mosquito Monitoring
- Retail Marijuana Manufactured Infused Products License Renewal Application – Sopris Labs
- Medical Marijuana Manufactured Infused Products License Renewal Application – Sopris Labs
- Extra-Territorial Water Services Agreement – 331 Seven Oaks Road
- Nettle Creek Backwash Tank Lining Bids

Trustee Bohmfalk asked staff if Sopris Labs is operational. Cathy responded yes, they provided their Matrix log which documents the distribution of their products. Trustee Bohmfalk asked if the restaurants/bars have an understanding of the street space they will be permitted to use; Jay responded yes. Trustee Kitching asked if the Extra-Territorial Water Agreement has a provision for drought? Jay answered there is no drought restriction because it's a residence.

Trustee Bohmfalk made a motion to approve the Consent Agenda. Trustee Sparhawk seconded the motion and it passed with:

*7 yes votes: Richardson, Henry, Yllanes, Silverstein, Kitching, Sparhawk, Bohmfalk*

### **PERSONS PRESENT NOT ON THE AGENDA**

Yolanda Melendez asked the Board how long will the mask mandate continue? Mayor Richardson responded that it is a State mandate. On Friday the State will turn over the COVID restrictions to local control. The County Commissioners will be meeting next week to discuss the constraints.

### **TRUSTEE COMMENTS**

Trustee Sparhawk stated that she missed the Chamber meeting last week. She did attend the Colorado Communities for Climate Change meeting. There are a lot of regulatory/legislation items before the legislators.

Trustee Silverstein told the Board that he attended the Chamber meeting. They have done a great job financially and have been keeping active during COVID. Trustee Silverstein stated that the KDNK fundraiser is under way.

Trustee Kitching stated that Senior Matters has developed a virtual session that will address COVID concerns including: can you still spread the virus when you are vaccinated, and is it safe to play with unvaccinated grandchildren, etc.

Trustee Yllanes stated that he attended the Public Arts Commission meeting. Art-Around-Town is progressing, and the sculptures should be changed out next month. The reception is scheduled for June 3<sup>rd</sup>. Trustee Yllanes reminded everyone about the Trash Ordinance, and that we need to be careful with trash because it is going to be a busy summer for bear visits. Trustee Yllanes stated that he was disheartened that

Michael Francisco's hearing was continued. He urged Michael not to accept a plea bargain and that the charges should be dropped.

Mayor Richardson stated that he attended the RFTA Board meeting last week. Glenwood Springs and CDOT are undertaking two underpass projects. Mayor Richardson stated that he missed the COVID Emergency Task Force meeting. They discussed getting people vaccinated.

### **ATTORNEY'S COMMENTS**

The attorney did not have any comments.

### **PUBLIC HEARING – NEW LIQUOR LICENSE APPLICATION – NEW YORK PIZZA CARBONDALE**

Applicant: NY Pizza Carbondale  
Location: 901 Highway 133, Unit D

Cathy informed the Board that New York Pizza has applied for a new liquor license. They would like to open a third pizza shop in the Carbondale Marketplace. The owners are familiar with Colorado liquor laws.

Kevin Jones, representing the owners, stated that it will be a family friendly business and they will primarily serve beer and wine. Trustee Yllanes asked Kevin if they will have tables out front and if liquor will be served there. Kevin responded that they have space for four tables. Cathy told Kevin that the outdoor space needs to be a controlled area with a fence, etc.

Mayor Richardson opened the public comment portion of the public hearing. There was no one present who wished to address the Board, so Mayor Richardson closed the public hearing.

Trustee Silverstein made a motion to approve New York Pizza Carbondale's new Liquor License Application. Trustee Sparhawk seconded the motion and it passed with:

*7 yes vote: Yllanes, Richardson, Silverstein, Sparhawk, Henry, Bohmfalk, Kitching*

### **PUBLIC HEARING – THOMPSON PARK – PRELIMINARY/FINAL PLAT; ORDINANCE NO. 4, SERIES OF 2021**

Applicant: Thompson Park, LLC  
Location: Thompson Park – Parcels 3 and 4

The Thompson Park development team was present for the meeting.

Janet explained that this is an application for a combined Preliminary and Final Plat for Parcels 3 and 4 of the Thompson Park Subdivision. In April of 2018, the Planning Commission reviewed the Major Site Plan application for Parcels 2, 3 and 4. The Board reviewed and approved that application. At that time, the Board also approved a Development Improvements Agreement to allow construction to proceed on Parcel 2.

This application would subdivide Parcels 3 and 4 into 18 lots to allow construction to move forward on these parcels.

There would be seven single family homes on Parcel 4. The lots range from 4,200 sq. ft. to 9,950 sq. ft. All of the lots meet the minimum lot width and depth with the exception of Lot 10. The width of that lot is approximately 23 ft. The lot line between Lot 10 and Lot 11 will need to be shifted slightly to bring Lot 10 into compliance.

Parcel 3 would have four lots. Three lots would be for a side-by-side triplex. The lot lines would go along the party walls of the triplex. A stacked triplex would be built on the fourth lot.

The Planning Commission reviewed this application at its February 25, 2021 meeting and recommended approval.

The subdivision plat is in compliance with the UDC. The items which need to be addressed include: use of easements plat notes limiting future additions, and fixing bearings have been made conditions of approval.

Staff generally addresses fees at the time of subdivision. Fire District and School District Fees are due prior to recordation. In addition, fees in lieu of water rights are due. There needs to be an adjustment of fees from what we have in the agreements:

For Parcel 3 – Instead of \$8,303, the fee will be \$10,271.64  
For Parcel 4 - Instead of \$4,905, the fee would be \$11,957

The fees would be due at the time of recordation of the plat.

A housing mitigation plan was approved by the Board in 2018. The stacked triplex on Parcel 3 would be deed restricted for affordable housing.

Janet noted that in 2018 a Traffic Impact Study was performed. The impacts were found to be minimal and didn't require any street improvements.

Staff also included conditions to require that the developer shall take reasonable efforts to minimize the effects of construction on the Thompson House and Thompson House parcel.

Staff received six letters from the public after the packet was sent out last week. Those letters were sent to the Board and the applicant.

Janet recommended approval of the proposed application, as it is in compliance with the Subdivision Conceptual Plan approved in 2018.

Discussion ensued.

Trustee Silverstein asked if Jewel's Lane is designed for vehicular traffic? Janet responded yes, it is for vehicular traffic. It was designed to be narrow during construction to keep speeds low, but it will be widened to 21 feet and will include gutters.

Trustee Bohmfalk questioned the prominent garages which he feels do not comply with the Unified Development Code. He asked Janet if the Planning & Zoning Commission discussed the garages. Janet replied that the garages for the triplex are off of the alley. Lewie's Lane, on Parcel 2, does not have any garages – you see the building façade.

Mayor Richardson asked if we can make a Condition of Approval that the developer cannot receive building permits until the deed restricted housing receives Certificates of Occupancy? He also asked if we can require a security deposit in case the Thompson House is damaged during construction? Mark Hamilton explained that the Agreement states that the affordable housing units must be ready no later than when the free-market units are ready. Mark stated that the Board has the right to require a security deposit for (possible) damage to the Thompson House. Kevin stated that he believes there is ample separation between the house and construction, and the drainage is not a concern. Jay noted that these are the same conditions that existed with the original developer and at that time there was considerable discussion on these issues.

Haley Carmer, representing the developer, explained the changes to the Subdivision Improvement Agreement (SIA). She noted that the developer understands the timeline for the affordable housing units. The architect stated that they have lowered the ridgeline of the single-family homes. He explained that it is important to build the affordable housing triplex at the same time as the free-market triplex. If not, the affordable housing residents will have to live with 12 months of construction impacts. The architect stated that they will install a construction fence along their property line. The property has a drainage well located between the triplex and trail and it will divert water from flowing on to the Town's property.

Mayor Richardson opened the public comment portion of the public hearing. There was no one present who wished to address the Board, so Mayor Richardson closed the public hearing.

Trustee Henry made a motion to approve Ordinance No. 4, Series of 2021, and the Subdivision Improvement Agreement approving the combined Preliminary/Final Subdivision Plat for Parcel 3 and Parcel 4 of the Thompson Park Subdivision, including the use of an easement to access the lots along Jewel's Drive and the shared driveway between Lots 10 and 11, the adjusted fees in lieu of water rights, and construction of the sidewalk off Jewel's Court. Trustee Sparhawk seconded the motion and it passed with:

*7 yes votes: Henry, Silverstein, Yllanes, Sparhawk, Bohmfalk, Kitching Richardson*

Trustee Bohmfalk stated that in the future he won't be voting for projects that disregard the garage design section in the Code. Trustee Henry commented that she will be advocating for building design similarities between affordable housing and free-market housing.



## **8<sup>TH</sup> STREET OPTIONS**

Planning Consultant Chloe Ward was present for the meeting.

Kevin explained that for the past year, the Town has been working to develop concepts to make improvements to 8<sup>th</sup> Street. At their March meeting, the Bike, Pedestrian and Trails Commission (BPTC) voted to recommend that the Board of Trustees approve one of the two final options (Option B with modifications). The two final options are:

Option A: Shared lanes, 6' sidewalks, parking on both sides of the street at a cost of \$500,000

Option B: Shared lanes, 9' sidewalks, parking on east side of street only estimated cost \$685,000 as presented – with modifications it will cost an extra \$125,000

Discussion ensued.

Trustee Bohmfalk, the Trustee liaison to the BPTC, noted that 8<sup>th</sup> St. has always been part of the 5-year Capital Improvement Plan but the improvements keep getting postponed. The street does not function well. The Board always knew improvements would be expensive and contentious. This process took a year. Alta offered multiple options and the BPTC narrowed it down to two. Residents have been influential throughout the process, yet they feel they aren't being heard when in fact the BPTC considered their comments but did not agree with them.

Mayor Richardson opened the discussion to public comment.

Jillene Rector thanked the Town – it has been quite the process.

Blake Snyder prefers Option C – do nothing, or something very close to Option C.

Brian Hightower believes that a 9 foot sidewalk is excessive, and he doesn't understand why Option B is being considered.

Niki Delson, co-chair of the Carbondale Age Friendly Community Initiative (CAFCI) stated that this decision is about more than a sidewalk. Aging requires mobility and more and more people are becoming seniors – we need to consider the future.

Nicollete Toussant, a CAFCI member, believes 8<sup>th</sup> St. is currently not safe and improvements are a priority because it is a major corridor.

Nancy Peterson, also a CAFCI member, believes good sidewalks are extremely important.

Sheri Gaynor, lives on 8<sup>th</sup> St., stated that Option B will result in a lot of concrete and she doesn't see the need; the community values climate change.

Jerry and Stefanie Gillespie, live on 8<sup>th</sup> St., 9 feet sidewalks are excessive, they are worried about snow removal, parking, and the cost of Option B.

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Rose Rossello stated that Option A works for the area – 6 feet sidewalks and snow removal are not big concerns.

Ron Kokish stated that originally he favored 2-sided parking but he has changed his mind. We need to not think about what is convenient today and we need to move people away from their dependency on cars.

Fred Malo rides his bike on 8<sup>th</sup> St. at night and it's not safe. We don't need parking on both sides of the street because people should not rely on cars. Walking doesn't create any greenhouse emissions.

Will Hodges stated we are working to move people away from fossil fuels - we need to make our towns more walkable and bikeable – Option B is the best plan.

Holly Buell stated she sent the Trustees a petition opposing Option B with over 160 signatures. The signatories want parking on both sides of the street.

Frosty Merriott stated that Plan B is extravagant, and the sidewalks are a non-starter. He doesn't want the trees to be removed – please value our heritage trees.

Heather MacDonald doesn't want to lose the parking and she is concerned that the Option B costs will keep going up.

Eric Miller, lives on 8<sup>th</sup> St., stated that 9 feet sidewalks are abnormally large (overkill) and removing parking will hurt people.

Dave Teitler, agrees with the people who live on 8<sup>th</sup> St. People who live there want to keep the parking and the people who don't want the parking taken away. He prefers Option C and then Option A.

Bill Knight asked what is the emergency? A lot of people will be negatively affected.

Michael Hassig, lives one block off of 8<sup>th</sup> St., stated that the decision comes down to do you eliminate the parking. He opposes removal of parking on one side – it acts as a traffic calming device. He is also skeptical of the cost of Option B.

Laurie Loeb, explained that she is a member of the BPTC and they felt Option B would be best for the long-range interest of the Town.

Trustee discussion ensued.

Trustee Silverstein stated that he doesn't want to see the trees destroyed, and 9 feet sidewalks and Options B's cost are excessive. People who live on 8<sup>th</sup> St want parking on both sides. He prefers Option A.

Trustee Sparhawk stated it's not fair to eliminate parking without providing an alternative place to park. She is in favor of Option A, try to avoid removing landscaping.

Trustee Meeting Minutes  
April 12, 2021

Page 8

Trustee Bohmfalk stated that he supports Option A. He respects the BPTC's visionary stance but we have to manage living in the present.

Trustee Henry stated the street needs improvements. 9 foot sidewalks are a non-starter. She supports Option A. Once the improvements are completed, we should create a streetscape guide.

Trustee Kitching prefers Option A with iterations.

Trustee Yllanes prefers Option A and he hopes we can apply the design to other areas in town. He feels that he has to defer to those who will be directly impacted by the improvements.

Mayor Richardson stated that this corridor is really important. We need to make cost effective improvements. We can make the street safe and still keep the parking. Mayor Richardson prefers Option A.

Trustee Bohmfalk stated that it rare that the Board disagrees with a commission's recommendation. The Trustees respect and appreciate the work that the BPTC did. He noted that the BPTC's first motion, to recommend Option A, failed by one vote. He said improvements should focus on north of the Rio Grande, stripping and curb extensions should be the next conversation.

The Board agreed to reconvene the 8<sup>th</sup> St. improvements discussion at the April 20<sup>th</sup> work session.

### **ADJOURNMENT**

The April 12, 2021 regular meeting adjourned at 9:30 p.m. The next regularly scheduled meeting will be held virtually on April 27, 2021, at 6:00 p.m.

APPROVED AND ACCEPTED

ATTEST

\_\_\_\_\_  
Dan Richardson, Mayor

\_\_\_\_\_  
Cathy Derby

DR 8442 (03/22/19)  
**COLORADO DEPARTMENT OF REVENUE**  
 Liquor Enforcement Division  
 (303)-205-2300

FOR DEPARTMENT USE ONLY

## Permit Application and Report of Changes

<b>Current License Number</b> <u>41-98052-0000</u> <b>All Answers Must Be Printed in Black Ink or Typewritten</b> <b>Local License Fee \$</b> _____		
<b>1. Applicant is a</b> <input type="checkbox"/> Corporation ..... <input type="checkbox"/> Individual <input type="checkbox"/> Partnership ..... <input checked="" type="checkbox"/> Limited Liability Company		<b>Present License Number</b> <u>41-98052-0000</u>
<b>2. Name of Licensee</b> <u>Pour House Company LLC The</u>		<b>3. Trade Name</b> <u>The Pour House</u>
<b>4. Location Address</b> <u>351 Main Street</u>		
<b>City</b> <u>Carbondale</u>	<b>County</b> <u>Garfield</u>	<b>ZIP</b> <u>81623</u>
<b>SELECT THE APPROPRIATE SECTION BELOW AND PROCEED TO THE INSTRUCTIONS ON PAGE 2.</b>		
<b>Section A – Manager reg/change</b> • License Account No. <u>41-98052-0000</u> <input type="checkbox"/> Manager's Registration (Hotel & Restr.) ..... \$75.00 <input checked="" type="checkbox"/> Manager's Registration (Tavern) ..... \$75.00 <input type="checkbox"/> Manager's Registration (Lodging & Entertainment) ..... \$75.00 <input type="checkbox"/> Change of Manager (Other Licenses pursuant to section 44-3-301(8), C.R.S.) NO FEE		<b>Section C</b> <input type="checkbox"/> Retail Warehouse Storage Permit (ea) ..... \$100.00 <input type="checkbox"/> Wholesale Branch House Permit (ea) ..... 100.00 <input type="checkbox"/> Change Corp. or Trade Name Permit (ea) ..... 50.00 <input type="checkbox"/> Change Location Permit (ea) ..... 150.00 <input type="checkbox"/> Change, Alter or Modify Premises \$150.00 x _____ Total Fee _____ <input type="checkbox"/> Addition of Optional Premises to Existing H/R \$100.00 x _____ Total Fee _____ <input type="checkbox"/> Addition of Related Facility to an Existing Resort or Campus Liquor Complex \$160.00 x _____ Total Fee _____ <input type="checkbox"/> Campus Liquor Complex Designation No Fee <input checked="" type="checkbox"/> Sidewalk Service Area \$75.00
<b>Section B – Duplicate License</b> • Liquor License No. _____ <input type="checkbox"/> Duplicate License ..... \$50.00		
<b>Do Not Write in This Space – For Department of Revenue Use Only</b>		
Date License Issued	License Account Number	Period
<b>TOTAL AMOUNT DUE</b>		\$ _____ .00

## Instruction Sheet

**For All Sections, Complete Questions 1-4 Located on Page 1**

### ☐ **Section A**

**To Register or Change Managers**, check the appropriate box in section A and complete question 8 on page 5. Proceed to the Oath of Applicant for signature. Submit to State Licensing Authority for approval.

### ☐ **Section B**

**For a Duplicate license**, be sure to include the liquor license number in section B on page 1 and proceed to page 5 for Oath of Applicant signature.

### ☐ **Section C**

Check the appropriate box in section C and proceed below.

- 1) **For a Retail Warehouse Storage Permit**, go to page 3 complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Submit to State Licensing Authority for approval.
- 2) **For a Wholesale Branch House Permit**, go to page 3 and complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Submit to State Licensing Authority for approval.
- 3) **To Change Trade Name or Corporation Name**, go to page 3 and complete question 6 (be sure to check the appropriate box). Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 4) **To modify Premise, or add Sidewalk Service Area**, go to page 4 and complete question 9. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 5) **For Optional Premises** go to page 4 and complete question 9. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County).
- 6) **To Change Location**, go to page 3 and complete question 7. Submit the necessary information and proceed to page 5 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.
- 7) **Campus Liquor Complex Designation**, go to page 4 and complete question 10. Submit the necessary information and proceed to page 5 for Oath of Applicant signature.
- 8) **To add another Related Facility** to an existing Resort or Campus Liquor Complex, go to page 4 and complete question 11.


DR 8442 (03/22/19)

<b>Storage Permit</b>	<p><b>5. Retail Warehouse Storage Permit or a Wholesalers Branch House Permit</b></p> <p><input type="checkbox"/> <b>Retail Warehouse Permit for:</b></p> <p style="margin-left: 20px;"><input type="checkbox"/> On-Premises Licensee (Taverns, Restaurants etc.)</p> <p style="margin-left: 20px;"><input type="checkbox"/> Off-Premises Licensee (Liquor stores)</p> <p><input type="checkbox"/> <b>Wholesalers Branch House Permit</b></p> <p>Address of storage premise: _____</p> <p>City _____, County _____, Zip _____</p> <p>Attach a deed/ lease or rental agreement for the storage premises. Attach a detailed diagram of the storage premises.</p>								
<b>Change Trade Name or Corporate Name</b>	<p><b>6. Change of Trade Name or Corporation Name</b></p> <p><input type="checkbox"/> Change of Trade name / DBA only</p> <p><input type="checkbox"/> Corporate Name Change (Attach the following supporting documents)</p> <p style="margin-left: 20px;">1. Certificate of Amendment filed with the Secretary of State, or</p> <p style="margin-left: 20px;">2. Statement of Change filed with the Secretary of State, <u>and</u></p> <p style="margin-left: 20px;">3. Minutes of Corporate meeting, Limited Liability Members meeting, Partnership agreement.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 50%; padding: 2px;">Old Trade Name</td><td style="width: 50%; padding: 2px;">New Trade Name</td></tr> <tr> <td style="padding: 2px;"> </td><td style="padding: 2px;"> </td></tr> <tr> <td style="padding: 2px;">Old Corporate Name</td><td style="padding: 2px;">New Corporate Name</td></tr> <tr> <td style="padding: 2px;"> </td><td style="padding: 2px;"> </td></tr> </table>	Old Trade Name	New Trade Name			Old Corporate Name	New Corporate Name		
Old Trade Name	New Trade Name								
Old Corporate Name	New Corporate Name								
<b>Change of Location</b>	<p><b>7. Change of Location</b></p> <p><b>NOTE TO RETAIL LICENSEES:</b> An application to change location has a local application fee of \$750 payable to your local licensing authority. You may only change location within the same jurisdiction as the original license that was issued. Pursuant to 44-3-311(1) C.R.S. Your application must be on file with the local authority thirty (30) days before a public hearing can be held.</p> <p><b>Date filed with Local Authority</b> _____ <b>Date of Hearing</b> _____</p> <p>(a) Address of current premises _____</p> <p style="margin-left: 20px;">City _____ County _____ Zip _____</p> <p>(b) Address of proposed New Premises (Attach copy of the deed or lease that establishes possession of the premises by the licensee)</p> <p style="margin-left: 20px;">Address _____</p> <p style="margin-left: 20px;">City _____ County _____ Zip _____</p> <p>(c) New mailing address if applicable.</p> <p style="margin-left: 20px;">Address _____</p> <p style="margin-left: 20px;">City _____ County _____ State _____ Zip _____</p> <p>(d) Attach detailed diagram of the premises showing where the alcohol beverages will be stored, served, possessed or consumed. Include kitchen area(s) for hotel and restaurants.</p>								

DR 8442 (03/22/19)

Change of Manager	<p><b>8. Change of Manager or to Register the Manager</b> of a Tavern, Hotel and Restaurant, Lodging &amp; Entertainment liquor license or licenses pursuant to section 44-3-301(8).</p> <p>(a) Change of Manager (attach Individual History DR 8404-I H/R, Tavern and Lodging &amp; Entertainment only)</p> <p>Former manager's name _____</p> <p>New manager's name _____</p> <p>(b) Date of Employment _____</p> <p>Has manager ever managed a liquor licensed establishment? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Does manager have a financial interest in any other liquor licensed establishment? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, give name and location of establishment _____</p>
Modify Premises or Addition of Optional Premises, Related Facility, or Sidewalk Service Area	<p><b>9. Modification of Premises, Addition of an Optional Premises, Addition of Related Facility, or Addition of a Sidewalk Service Area</b></p> <p>NOTE: Licensees may not modify or add to their licensed premises until approved by state and local authorities.</p> <p>(a) Describe change proposed <u>Add outside dining</u></p> <p>_____</p> <p>_____</p> <p>(b) If the modification is temporary, when will the proposed change</p> <p>Start <u>06/01/2021</u> (mo/day/year) End <u>10/15/2021</u> (mo/day/year)</p> <p>NOTE: THE TOTAL STATE FEE FOR TEMPORARY MODIFICATION IS \$300.00</p> <p>(c) Will the proposed change result in the licensed premises now being located within 500 feet of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?</p> <p>(If yes, explain in detail and describe any exemptions that apply) Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>(d) Is the proposed change in compliance with local building and zoning laws? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>(e) If this modification is for an additional Hotel and Restaurant Optional Premises has the local authority authorized by resolution or ordinance the issuance of optional premises? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>(f) Attach a diagram of the current licensed premises and a diagram of the proposed changes for the licensed premises.</p> <p>(g) Attach any existing lease that is revised due to the modification.</p> <p>(h) For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.</p>
Campus Liquor Complex Designation	<p><b>10. Campus Liquor Complex Designation</b></p> <p>An institution of higher education or a person who contracts with the institution to provide food services</p> <p>(a) I wish to designate my existing _____ Liquor License # _____ to a Campus Liquor Complex Yes <input type="checkbox"/> No <input type="checkbox"/></p>
Additional Related Facility	<p><b>11. Additional Related Facility</b></p> <p>To add a Related Facility to an existing Resort or Campus Liquor Complex, include the name of the Related Facility and include the address and an outlined drawing of the Related Facility Premises.</p> <p>(a) Address of Related Facility _____</p> <p>(b) Outlined diagram provided Yes <input type="checkbox"/> No <input type="checkbox"/></p>

DR 8442 (03/22/19)

<b>Oath of Applicant</b>		
I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge		
Signature 	Title General Manager	Date 4/8/21
<b>Report and Approval of LOCAL Licensing Authority (CITY / COUNTY)</b>		
The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the applicable provisions of Title 44, Articles 4 and 3, C.R.S., as amended. <b>Therefore, This Application is Approved.</b>		
Local Licensing Authority (City or County)		Date filed with Local Authority
Signature	Title	Date
<b>Report of STATE Licensing Authority</b>		
The foregoing has been examined and complies with the filing requirements of Title 44, Article 3, C.R.S., as amended.		
Signature	Title	Date

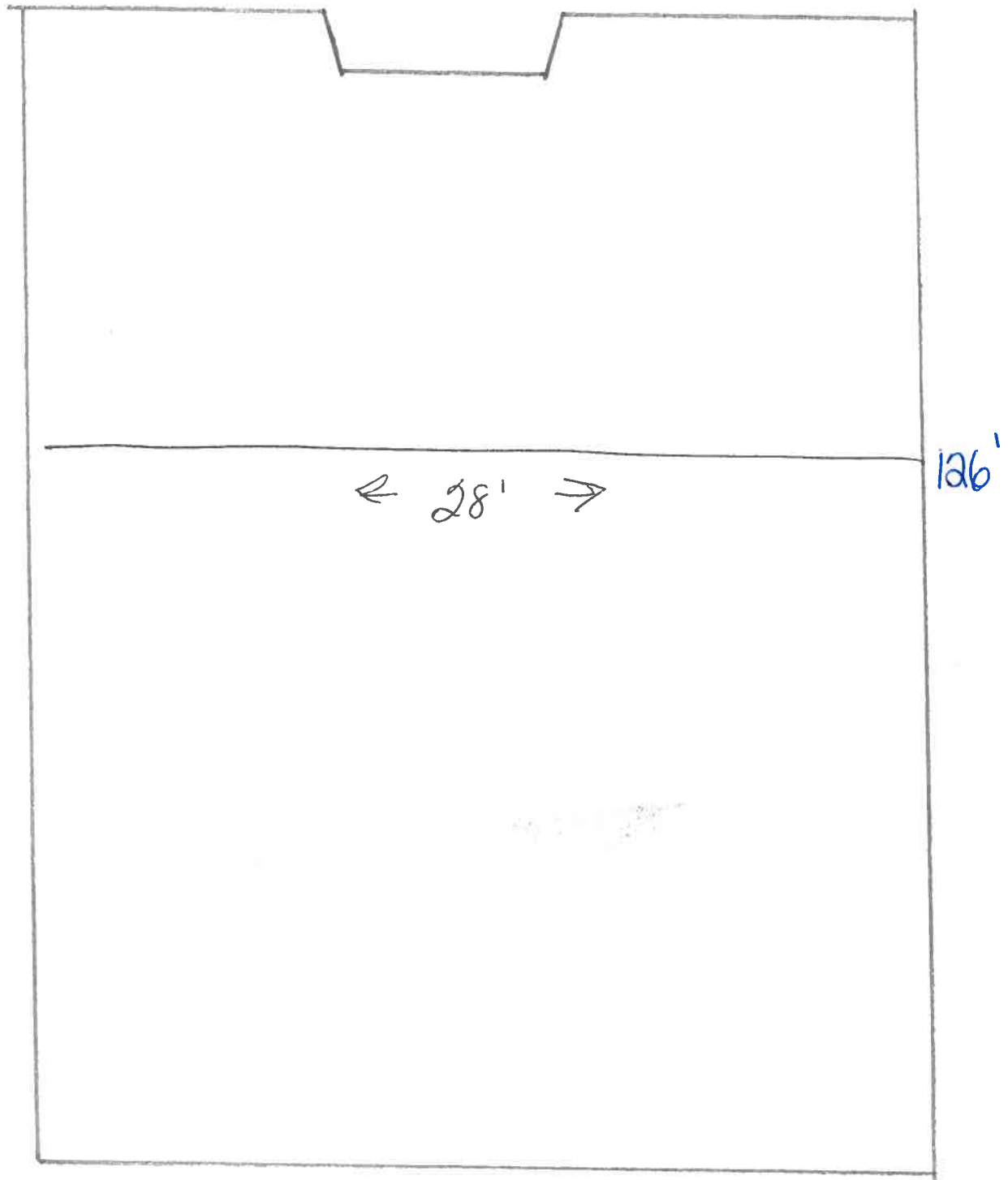


**EXHIBIT A  
OF  
REVOCABLE LICENSE AGREEMENT**

Description and Depiction of Licensed Premises

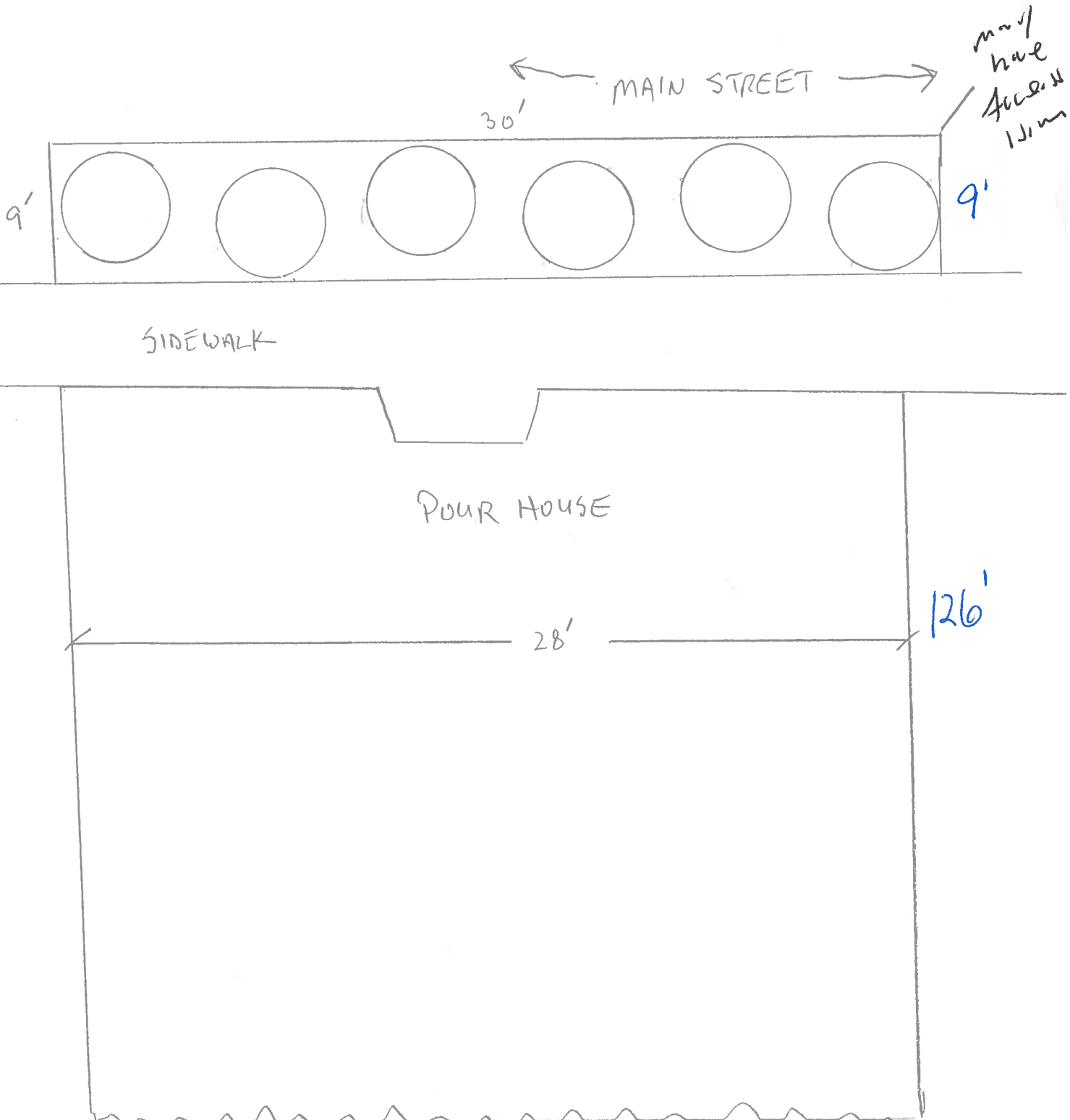
351 Main Street.

MAIN STREET



**EXHIBIT B  
OF  
REVOCABLE LICENSE AGREEMENT**

Detailed description of Patio Improvements



**Town of Carbondale****511 Colorado Avenue****Carbondale, CO 81623****Retail Marijuana Facility Renewal Application**

Annual Fee: \$2,000.00

Renewal License Fee \$500

\$ 1,000.00 (late fee)

\$ 2,000.00\$ 500.00**TOTAL DUE** \$ 3,500.00

Applicant is renewing a:

☒ Store☐ Lab☐ Cultivation☐ Other (Please Specify)☐ Manufactured Infused Products (MIP)Licensee Name: (ie. Corporation Name)

Tumbleweed Carbondale LLC

Trade Name (DBA)

Tumbleweed Carbondale

Sales Tax No.

37454492-0000

Street Address:

304 Highway 133, Ste 155, Carbondale, CO 81623

Business Phone:

970.510.3065

Mailing Address

1187 Gore Trail, Edwards, CO 81632

email address

Madison@vedasconuslting.com

Operating Manager

Jay King

Home Address:Phone:

1. Do you have legal possession of the premises at the street address above? Yes ☒ No ☐  
Is the premises owned or rented ☐ Owned ☒ Rented. If rented, expiration date of lease 09.03.2026
2. Is the establishment within 500 ft. of a school? ☐ Yes ☒ No
3. Since the date of filing of the last annual application, has there been any change in the financial interest (loans, etc.) or organizational structure (change of officers, managing members, etc.)? If yes, explain in detail and provide documentation. **NO**
4. Since the date of the filing of the last annual application, has the applicant or any of its agents, owners managers been convicted of a felony? If yes, attach a detailed explanation ☐ Yes ☒ No
5. Since the date of the filing of the last annual application, has the applicant hired any new employees? ☒ Yes ☐ No If yes, have they been: fingerprinted ☒ Yes ☐ No  
Had a background check performed? ☒ Yes ☐ No

**OATH OF APPLICANT**

*I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Town of Carbondale Municipal Code, which affects my license.*

Applicant Signature:Date:

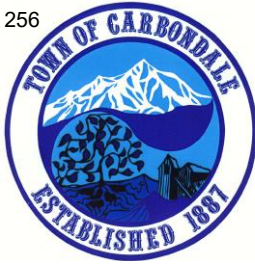
4/7/2021

Title:

Sherri Marzario, Owner

Has the local authority conducted a site visit to ensure that the premises is in compliance with Town Code ☒ Yes ☐ No

**THIS APPLICATION HAS BEEN:** ☐ Approved ☐ DeniedAuthorized Signature:Title:Date:AttestTitleDate:



# TOWN OF CARBONDALE

## PUBLIC WORKS

511 Colorado Avenue  
Carbondale, CO 81623

### Board of Trustees Agenda Memorandum

Meeting Date: April 27, 2021

**TITLE:** Right-of-Way Lease-66 North 2<sup>nd</sup> Street

**SUBMITTING DEPARTMENT:** Public Works

**ATTACHMENTS:** Proposed ROW Lease- 66 N. 2<sup>nd</sup> Street (Zlotnick)  
Previous ROW Lease- 66 N. 2<sup>nd</sup> Street (Amdur)

### BACKGROUND

Since 1988, the Town has leased a portion of the 2<sup>nd</sup> Street ROW to prior owners of the property at 66 N. 2<sup>nd</sup> Street. The property is currently under contract and the future owner desires to continue the lease with the Town.

### DISCUSSION

The leases that have been executed with the Town since 1988 serve two main purposes, and are broken down into two distinct areas. First, the two-story main building on the property, which according to county records was originally constructed in 1888, encroaches into the 2<sup>nd</sup> Street ROW. The area of the lease that specifically covers the actual building encroachment is referred to as the Critical Lease Area or CLA. The second area is the remainder of the 17'x80' leased area which is use for parking along with other ancillary uses. This area is referred to as the Non-Critical Lease Area or NCLA.

It should be noted that the terms of the lease remain the same as the existing lease with the exception that insurance requirements were updated. It should also be noted that paragraph e) in the Recitals and Contingency section make the effectiveness of the lease contingent upon Mr. Zlotnick's closing on the property, just as it did when the Amdur's lease was approved in 2016.

### FISCAL ANALYSIS

Revenue from this item would be included in future budgets.

### RECOMMENDED ACTION

Staff recommends the following motion: **I move to approve and authorize the Mayor to execute, the right-of-way lease with Stephen H. Zlotnick, for rights-of-way adjacent to 66 North 2<sup>nd</sup> Street.**

Prepared by: Kevin Schorzman

## **CARBONDALE – STEPHEN H. ZLOTNICK LEASE**

THIS LEASE is made and entered into this 27th day of April, 2021, between the TOWN OF CARBONDALE, COLORADO (“Lessor”), and STEPHEN H. ZLOTNICK (“Lessee”), the owners of property located at 66 North Second Street, Carbondale, Colorado (“Lessee’s Property”).

### **1. Recitals and Contingency.**

For the purpose of construing and giving effect to the lease, the parties agree to the truth and accuracy of the following:

- a) The Lessor owns the 2nd Street right-of-way within the Town of Carbondale and Lessee desires to rent a portion of said property between Main Street and the Rio Grande Trail that fronts Lessee’s Property;
- b) There exist on the Lessee’s Property certain improvements, principally a two-story building (the “Building”) that is physically constructed mostly on the Lessee’s Property but encroaches onto the 2<sup>nd</sup> Street right-of-way;
- c) Since 1988 the Town of Carbondale has leased a portion of the 2<sup>nd</sup> Street right-of-way to the prior owners of the property at 66 North Second Street, which portion is further described below in paragraph 2;
- d) The Leased Premises are not presently needed by the Town of Carbondale for uses other than described in this lease in the performance of its governmental or proprietary functions; however, it is understood by the Lessor and the Lessee there may be a time in the future when public improvements will occur within the right-of-way on 2nd Street, including upon portions of the Leased Premises; and
- e) The effectiveness of this lease shall be and is expressly contingent upon Lessee closing purchase of the Building and property at 66 North Second Street on or before June 30, 2021. In the event that closing does not occur for any reason, this lease shall be of no further force or effect.

### **2. Lease of Leased Premises.**

The Lessor hereby leases to the Lessee the Leased Premises described in Exhibit A attached hereto and incorporated herein by this reference. The Leased Area measures 17 feet deep and 80 feet wide, and is located on the eastern side of the 2<sup>nd</sup> Street right-of-way between Main Street and the Rio Grande Trail within the Town of Carbondale.

### **3. Definitions.**

- a) “Critical Leased Area” shall be defined as that portion (approximately 234 square feet) of the 2<sup>nd</sup> Street right-of-way that exists under the front portion of the Building as shown on Exhibit B (hereinafter “CLA”) attached hereto and incorporated herein by this reference.
- b) “Non-Critical Leased Area” shall be defined as the other portions of the Leased Premises that do not include the CLA and are not occupied by the Building (hereinafter “NCLA”).
- c) “Lessee’s Lender” shall mean any banking institution that holds a first priority lien against Lessee’s Property during the term of this lease that has also received a collateral assignment of Lessee’s interests hereunder; all obligations of Lessor to provide notice to Lessee’s Lender pursuant to the terms of this lease shall be and are hereby made expressly contingent upon the Town having first received written notice from Lessee or Lessee’s Lender of the current contact information for Lessee’s Lender at the time that the Town determines to issue any notice pursuant to this lease.

### **4. Term and Rights to Terminate.**

The term of this lease shall be thirty (30) years from and after its effective date, subject at all times to the right of the Lessor to partially terminate this lease with respect to the NCLA in order to use the NCLA for any governmental or proprietary purpose. Lessor may not terminate the Lease with respect to the CLA prior to expiration of the term without Lessee’s and Lessee’s Lender’s prior written consent unless Lessee is in default hereof and neither the Lessee nor the Lessee’s Lender cures the same within the timeframes provided by Section 13, below. If at any time during the term of the lease the Lessor decides to terminate this lease with respect to the NCLA for any reason, the Lessor shall give ninety (90) days prior notice to the Lessee at the Leased Premises, and thereafter the NCLA portion of this lease shall terminate at the end of such ninety (90) day period. Upon termination under this provision, the Lessee shall remove any of Lessee’s personal property located upon the NCLA and surrender possession of the NCLA to the Lessor.

Lessee, likewise, shall have the right to terminate this lease as to either the NCLA or the CLA or both at any time, for any reason, upon providing thirty (30) days written notice to Lessor, provided that the lease shall not be terminated by Lessee as to the CLA prior to expiration of the term unless Lessee shall first have removed the portion of the Building and related improvements that presently encroach upon the 2<sup>nd</sup> Street right-of-way.

### **5. Rental.**

In consideration of the lease by the Lessor to the Lessee of the Leased Premises, the Lessee shall pay rent in the amount of \$200.00 per year on or before the end of the first month of the term of this lease, plus the Lessor’s reasonable legal fees for document preparation. In the event the Lessor terminates this lease with respect to the NCLA, future annual rental payments shall be reduced to \$100.00 per year. Any recording fees related to the agreement will be added to the rent due in 2022.

## **6. Use of the Leased Premises.**

The Lessee may use the Leased Premises only in connection with and as a part of the Lessee's use of the Lessee's Property. The Lessee shall comply with all applicable state and federal laws, municipal and county ordinances, federal, state, county and municipal rules and regulations concerning the use of the Leased Premises. The following additional use restrictions shall pertain to the NCLA and CLA, as applicable:

NCLA: For so long as the NCLA is leased by Lessee, Lessee shall be responsible for upkeep of landscaping (including lawn maintenance and tree trimming), provided that no trees shall be removed from the NCLA without prior written permission of Lessor. Lessee may sign and utilize three parking spaces within the NCLA for private use in conjunction with the occupation and use of the Building as a bed and breakfast type establishment, but Lessee may not sublet, license or otherwise authorize the private use of these parking spaces by persons not occupying, using or providing services to the Building. Lessee acknowledges that it shall at all times be required to comply with all parking requirements for authorized land uses upon the Lessee's Property according to the zoning requirements for Lessee's Property in effect upon termination of this lease as to the NCLA, and that, if this lease should terminate as to the NCLA, the parking spaces within the NCLA shall no longer count toward such requirements.

CLA: The CLA shall be occupied by the Building. The Building shall not be enlarged or expanded on any additional portions of the CLA or NCLA. In the event that the Building undergoes a major renovation (defined to mean any demolition and rebuild, remodel, reconstruction, or reconfiguration the costs of which (including labor and materials), will exceed 50% or more of the assessed value of the Building (improvements only) according to the Garfield County Assessor at the time of construction), then the Building shall be reconfigured or reconstructed so as to not encroach upon the Leased Premises.

## **7. Assignment or Sublease.**

The Lessee shall neither assign nor sublet the NCLA portion of the Leased Premises without the prior express written approval of the Lessor, which approval the Lessor may withhold for any reason whatsoever. Lessee, with written notice to Lessor, may, however, assign this lease with respect to the rights and obligations pertaining to the CLA portion of the Leased Premises to any successor owner of the Lessee's Property, provided that no such assignment shall be effective until the assignee executes a written assignment and acceptance of all of Lessee's rights and obligations pursuant to this lease, and a copy of such written assignment and acceptance is provided to the Town Manager of the Town of Carbondale.

In addition, the Lessee shall have the right to collaterally assign the rights and obligations of Lessee to the Lessee's lender to secure a loan, provided that such the Town shall be provided with copies of such collateral assignment, including lender's contact information, and lender shall agree to provide the Town with notice in the event of any foreclosure, deed in lieu, or other termination of lender's lien against the Lessee's Property (e.g. payoff). In the event of foreclosure of a deed of trust or a deed in lieu or similar action by the Lessee's Lender with respect to the Lessee's Property, the successor owner shall be entitled to all rights and subject to

all obligations of the Lessee hereunder as an assignee of the Lessee's rights under this lease, provided that the successor owner provides notice to the Town and executes an express acceptance of all of Lessor's rights and obligations pursuant to this lease. If such collateral assignment occurs, the parties agree that any notice given hereunder by or to either party shall also be given to the Lessee's Lender at the address provided by Lessee's Lender.

#### **8. Condition of the Premises.**

The Lessee stipulates and represents that they have examined the Leased Premises, and they accept them in their present condition "as is" without any warranties or representation on the part of the Lessor of any kind and without any warranties or representations concerning the liability or the fitness of the Leased Premises for any purpose whatsoever, including without limitation, residential and commercial purposes.

#### **9. Right of inspection.**

The Lessor shall have the right at all reasonable times either during the term of this lease or at any time during which the Lessee maintains possession to enter the Leased Premises outside the Building only for the purpose of inspecting them, provided that Lessor does not waive and intends to preserve all other rights it has to inspect the Lessee's Property and the CLA, including portions thereof that are within the Ambiance Inn Building, pursuant to the Lessor's rights under applicable zoning, building and fire codes.

#### **10. Damage or Destruction.**

If the Building is destroyed or extensively damaged (defined to be damage requiring repairs the costs of which (including labor and materials) will exceed 50% of the assessed value of the Ambiance Inn Building (improvements only) according to the Garfield County Assessor at the time of the damage, it shall not be rebuilt on the Leased Premises, and the Leased Premises shall thereafter be deemed to be entirely NCLA, and therefore subject to Lessor's termination rights set forth above in Section 4.

#### **11. Indemnification and Insurance.**

The Lessee shall at all times prior to the termination of this lease and to the delivery to the Lessor of possession or to the taking by the Lessor of possession of the Leased Premises, indemnify the Lessor against all liability, loss, cost, damage, or expenses sustained by the Lessor (including for example attorney's fees and other expenses of litigation):

- (a) On account of or through the use of the Leased Premises by any person for any purpose;
- (b) Arising out of or directly or indirectly due to any failure of the Lessee in any respect promptly and faithfully to satisfy their obligations under this lease;
- (c) Arising out of or directly or indirectly due to any accident or other occurrence causing injury to any person or persons or to any property resulting from the Leased Premises or any part thereof.



The Lessee shall also at all times prior to the termination of the lease and to the time the Lessor obtains possession of the Leased Premises, indemnify the Lessor against all liens and charges of any nature that may at any time be established against the Leased Premises or any part thereof as a consequence, direct or indirect, of any act or omission of the Lessee or as a consequence, direct or indirect, of the existence of the Lessee's interest under this lease.

Without limiting the foregoing indemnity, the Lessee shall also obtain and maintain, throughout the entire term of this lease, public liability and property damage insurance insuring the Lessor's liability as to the Leased Premises in amounts at least equal to the maximum amounts of judgments that may be recovered against the Lessor pursuant to the Colorado Governmental Immunity Act, C.R.S. § 24-10-114 (presently \$350,000.00 per person/\$990,000.00 per occurrence, but changes in 2022 and every four years thereafter based on language in the referenced statute.). Lessee shall provide Lessor at least annually with proof of such insurance coverage and the insurer shall provide 30 days advance notice to Lessor in advance of any material change in or termination of such coverage.

## **12. Surrender of Possession.**

At the expiration of the term of this lease, or at any sooner termination of this lease according to the terms above, the Lessee shall quit and surrender all portions of the Leased Premises as to which the lease is terminated in as good a state and condition as they were at the commencement of this lease, reasonable use and wear excepted.

## **13. Default.**

If any default is made in the payment of rent, or any part thereof, or if any default is made in the performance or compliance with any other term or condition of this lease by the Lessee and said default is not cured within the applicable time period, the Lessor shall have the option to terminate and forfeit this lease and to re-enter the Leased Premises and remove all persons, including the Lessee, from the Leased Premises. The Lessee and Lessee's Lender shall be given 30 days' written notice for any monetary or non-monetary breach or default, and termination and forfeiture of the lease shall not result if within 30 days after the mailing of such notice the Lessee or Lessee's Lender has corrected the default or breach referred to in the notice; if neither the Lessee nor the Lessee's Lender has made the correction, the lease shall be deemed terminated and forfeiture as of the date 30 days after the mailing of such notice. Upon such termination and forfeiture, the Lessee and all persons acting through or under them shall remove themselves from the Leased Premises. Any re-entry by the Lessor shall be made without waiving or postponing any other right against the Lessee arising out of this lease or granted by law.

With respect to the CLA, Lessor shall not cause Lessee to be required to vacate possession of the Building for monetary damages (non-payment or late payment of rent) only. In the event of re-entry by the Lessor, the Lessor may lease or re-let the Leased Premises in whole or in part to any tenant and on any terms or conditions the Lessor deems fit. The Lessee shall not have any rights or claims to any funds paid by the new tenant to the Lessor nor to any enrichment or maintenance performed by or on behalf of the new tenant.

**14. Holdover by the Lessee.**

Should the Lessee remain in possession of the Leased Premises after the expiration of the initial term of this lease without the exercise of the right to occupy the Leased Premises under the extended term or after the expiration of the extended term, a new month-to-month tenancy shall be created between the Lessor and the Lessee at the rent of Twenty Dollars (\$20.00) per month and upon the other rental obligations set forth in this lease, and such month to month tenancy shall be subject to all terms and conditions hereof, but shall be terminable on ten (10) days written notice served by either the Lessor or the Lessee on the other property by personal delivery or by mail.

**15. Abandonment.**

If at any time during the term of this lease or at any time prior to the retaking of possession of the premises by the Lessor, the Lessee abandons the leased premises or any part thereof, the Lessor may declare the lease forfeited and proceed with its rights pursuant to Paragraph 12.

**16. Waiver.**

No inaction upon any breach or waiver of any breach of any provision of this lease by the Lessor shall be construed to be a waiver of any prior or succeeding breach of the same or any other provision of this lease.

**17. Interpretation.**

The section headings of this lease are for convenience only and are not to be used to interpret or give effect to this lease. Unless otherwise indicated by the text, the singular includes the plural, and the masculine includes the feminine.

**18. Binding Effect.**

The provisions of this lease shall apply to and bind the heirs, legal representatives, and successors of interest of all kinds of the parties, and all covenants are to be construed as conditions of this lease.


**LESSOR:**

**THE TOWN OF CARBONDALE**  
**a Colorado home rule municipal corporation,**

**By:** \_\_\_\_\_  
**Dan Richardson, Mayor/** **date**

**Attest:**

\_\_\_\_\_  
**Town Clerk** **date**

**LESSEE:**  
  
\_\_\_\_\_  
**Stephen H. Zlotnick** **date** 4/20/2021

**Attachments:**

**Exhibit A—description of Leased Premises**

**Exhibit B—delineation of NCLA and CLA portions of Leased Premises**

## EXHIBIT A

A parcel of property 17 feet by 80 feet lying directly to the west of the property described below:

Parcel A:

South one-half of Lots 10, 11 and 12, Block 1, Town of Carbondale

AND

The North one-half of that portion of the alley abutting Lots 10, 11 and 12, Block 1, Town of Carbondale, as vacated by Ordinance No. 12, recorded May 26, 1982 in Book 600 at page 160 as Reception No. 328081 in the records of Garfield County, Colorado.

Parcel B:

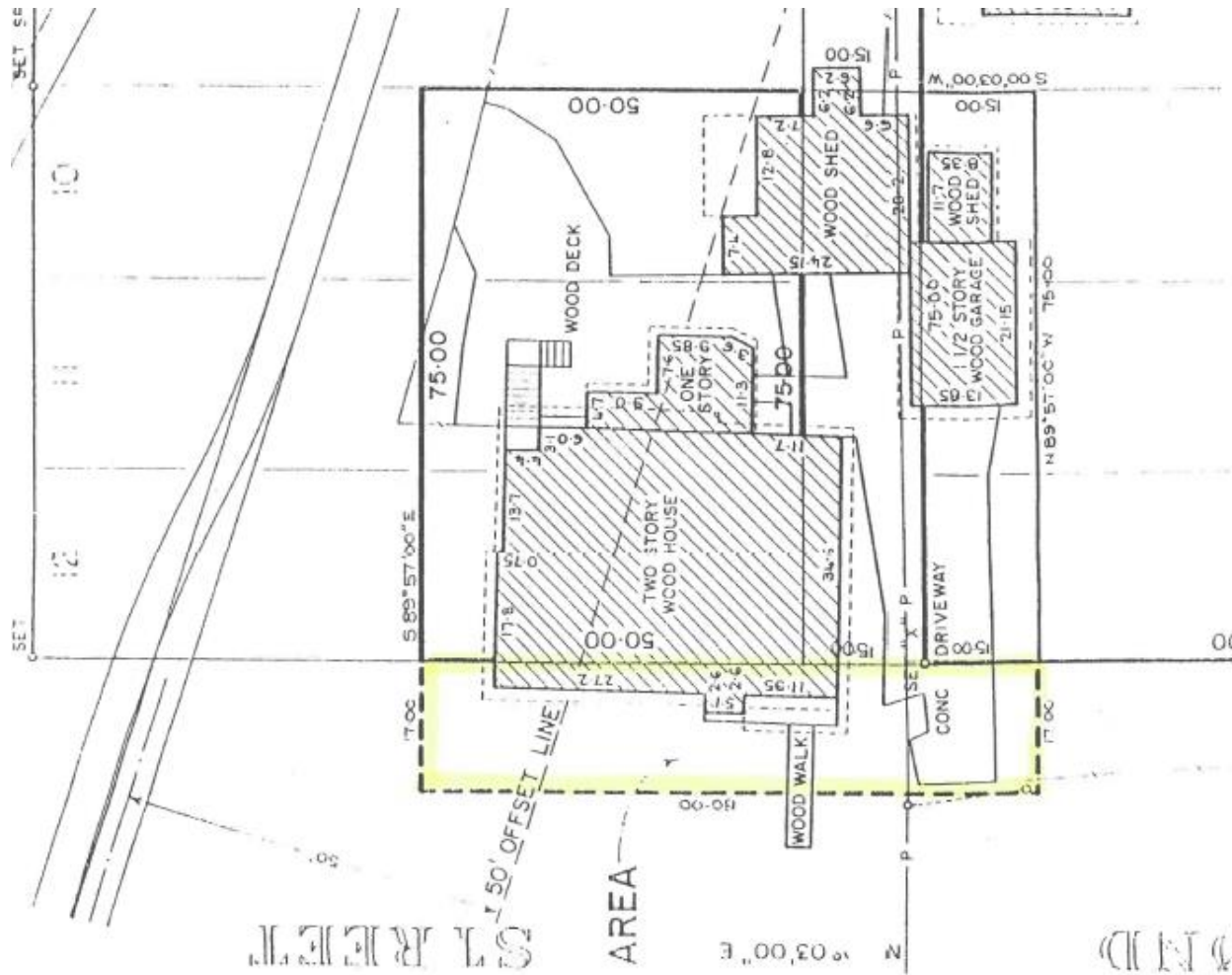
A parcel of land situated in Lots 13, 14 and 15, Block 1, Town of Carbondale, being more fully described as follows:

Beginning at the North Westerly corner of said Lot 13; thence South 89 degrees 57 minutes 0 seconds East 75 feet along the Northerly boundary of said Lots 13, 14 and 15 to the North Easterly corner of said Lot 15; thence South 0 degrees 3 minutes 0 seconds West 15 feet along the Easterly boundary of said Lot 15; thence North 89 degrees 57 minutes 0 seconds West 75 feet to the Westerly boundary of said Lot 13; thence North 0 degrees 3 minutes 0 seconds East 15 feet along said Westerly boundary to the Point of Beginning.

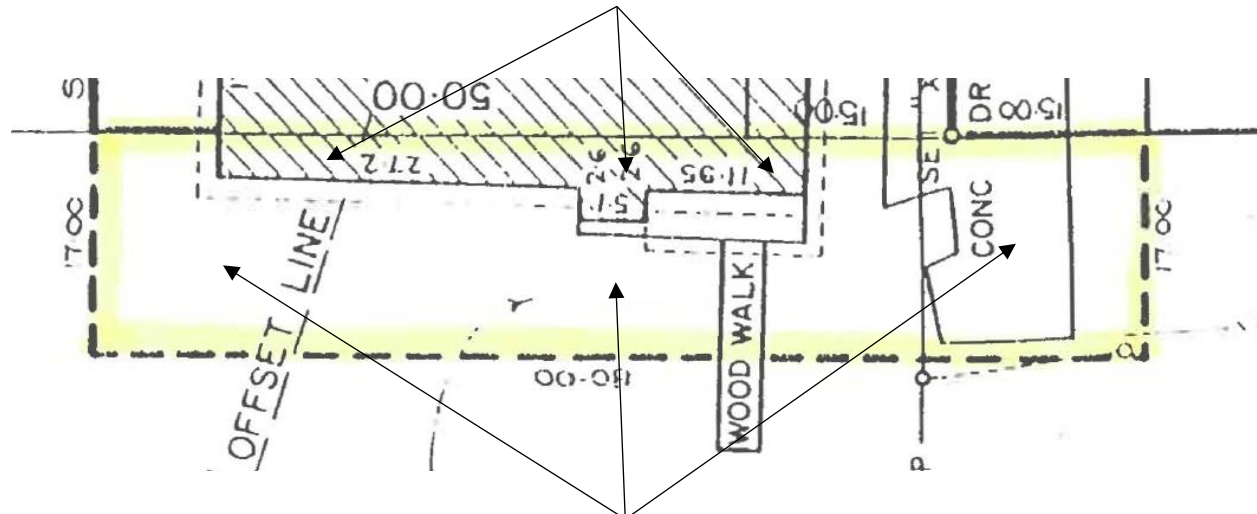
AND

The South one-half of that portion of the alley abutting Lots 13, 14 and 15, Block 1, Town of Carbondale, as vacated by Ordinance No. 12, recorded May 26, 1982 in Book 600 at Page 160 as Reception No. 328081 in the records of Garfield County, Colorado.

## EXHIBIT B



## Critical Leased Area



## Non-Critical Leased Area

**CARBONDALE – JON AND KELLEY AMDUR LEASE**

THIS LEASE is made and entered into this 29<sup>th</sup> day of June, 2016, between the TOWN OF CARBONDALE, COLORADO ("Lessor"), and JON AND KELLEY AMDUR ("Lessee"), the owners of property located at 66 North Second Street, Carbondale, Colorado ("Lessee's Property").

**1. Recitals and Contingency.**

For the purpose of construing and giving effect to the lease, the parties agree to the truth and accuracy of the following:

- a) The Lessor owns the 2nd Street right-of-way within the Town of Carbondale and Lessee desires to rent a portion of said property between Main Street and the Rio Grande Trail that fronts Lessee's Property;
- b) There exist on the Lessee's Property certain improvements, principally a two-story building (the "Ambiance Inn Building") that is physically constructed mostly on the Lessee's Property but encroaches onto the 2<sup>nd</sup> Street right-of-way;
- c) Since 1988 the Town of Carbondale has leased a portion of the 2<sup>nd</sup> Street right-of-way to the prior owners of the Ambiance Inn Building, which portion is further described below in paragraph 2;
- d) Although Lessor is presently considering options for improvements to the portion of the 2nd Street right-of-way that abuts Lessee's Property, the Leased Premises are not presently needed by the Town of Carbondale for uses other than described in this lease in the performance of its governmental or proprietary functions; however, it is understood by the Lessor and the Lessee there may be a time in the future when public improvements will occur within the right-of-way on 2nd Street, including upon portions of the Leased Premises; and
- e) The effectiveness of this lease shall be and is expressly contingent upon Lessee closing purchase of the Ambiance Inn Building and property at 66 North Second Street on or before September 1, 2016. In the event that closing does not occur for any reason, this lease shall be of no further force or effect.

**2. Lease of Leased Premises.**

The Lessor hereby leases to the Lessee the Leased Premises described in Exhibit A attached hereto and incorporated herein by this reference. The Leased Area measures 17 feet deep and 80 feet wide, and is located on the eastern side of the 2<sup>nd</sup> Street right-of-way between Main Street and the Rio Grande Trail within the Town of Carbondale.

### 3. Definitions.

- a) "Critical Leased Area" shall be defined as that portion (approximately 234 square feet) of the 2<sup>nd</sup> Street right-of-way that exists under the front portion of the Ambiance Inn Building as shown on Exhibit B (hereinafter "CLA") attached hereto and incorporated herein by this reference.
- b) "Non-Critical Leased Area" shall be defined as the other portions of the Leased Premises that do not include the CLA and are not occupied by the Ambiance Inn Building (hereinafter "NCLA").
- c) "Lessee's Lender" shall mean any banking institution that holds a first priority lien against Lessee's Property during the term of this lease that has also received a collateral assignment of Lessee's interests hereunder; all obligations of Lessor to provide notice to Lessee's Lender pursuant to the terms of this lease shall be and are hereby made expressly contingent upon the Town having first received written notice from Lessee or Lessee's Lender of the current contact information for Lessee's Lender at the time that the Town determines to issue any notice pursuant to this lease.

### 4. Term and Rights to Terminate.

The term of this lease shall be thirty (30) years from and after its effective date, subject at all times to the right of the Lessor to partially terminate this lease with respect to the NCLA in order to use the NCLA for any governmental or proprietary purpose. Lessor may not terminate the Lease with respect to the CLA prior to expiration of the term without Lessee's and Lessee's Lender's prior written consent unless Lessee is in default hereof and neither the Lessee nor the Lessee's Lender cures the same within the timeframes provided by Section 13, below. If at any time during the term of the lease the Lessor decides to terminate this lease with respect to the NCLA for any reason, the Lessor shall give ninety (90) days prior notice to the Lessee at the Leased Premises, and thereafter the NCLA portion of this lease shall terminate at the end of such ninety (90) day period. Upon termination under this provision, the Lessee shall remove any of Lessee's personal property located upon the NCLA and surrender possession of the NCLA to the Lessor.

Lessee, likewise, shall have the right to terminate this lease as to either the NCLA or the CLA or both at any time, for any reason, upon providing thirty (30) days written notice to Lessor, provided that the lease shall not be terminated by Lessee as to the CLA prior to expiration of the term unless Lessee shall first have removed the portion of the Ambiance Inn Building and related improvements that presently encroach upon the 2<sup>nd</sup> Street right-of-way.

### 5. Rental.

In consideration of the lease by the Lessor to the Lessee of the Leased Premises, the Lessee shall pay rent in the amount of \$200.00 per year on or before the end of the first month of the term of this lease, plus the Lessor's reasonable legal fees for document preparation. In the event the Lessor terminates this lease with respect to the NCLA, future annual rental payments shall be reduced to \$100.00 per year.

**6. Use of the Leased Premises.**

The Lessee may use the Leased Premises only in connection with and as a part of the Lessee's use of the Lessee's Property. The Lessee shall comply with all applicable state and federal laws, municipal and county ordinances, federal, state, county and municipal rules and regulations concerning the use of the Leased Premises. The following additional use restrictions shall pertain to the NCLA and CLA, as applicable:

**NCLA:** For so long as the NCLA is leased by Lessee, Lessee shall be responsible for upkeep of landscaping (including lawn maintenance and tree trimming), provided that no trees shall be removed from the NCLA without prior written permission of Lessor.

Lessee may sign and utilize three parking spaces within the NCLA for private use in conjunction with the occupation and use of the Ambiance Inn Building as a bed and breakfast type establishment, but Lessee may not sublet, license or otherwise authorize the private use of these parking spaces by persons not occupying, using or providing services to the Ambiance Inn Building. Lessee acknowledges that it shall at all times be required to comply with all parking requirements for authorized land uses upon the Lessee's Property according to the zoning requirements for Lessee's Property in effect upon termination of this lease as to the NCLA, and that, if this lease should terminate as to the NCLA, the parking spaces within the NCLA shall no longer count toward such requirements.

**CLA:** The CLA shall be occupied by the Ambiance Inn Building. The Building shall not be enlarged or expanded on any additional portions of the CLA or NCLA. In the event that the Building undergoes a major renovation (defined to mean any demolition and rebuild, remodel, reconstruction, or reconfiguration the costs of which (including labor and materials), will exceed 50% or more of the assessed value of the Ambiance Inn Building (improvements only) according to the Garfield County Assessor at the time of construction), then the Ambiance Inn Building shall be reconfigured or reconstructed so as to not encroach upon the Leased Premises.

**7. Assignment or Sublease.**

The Lessee shall neither assign nor sublet the NCLA portion of the Leased Premises without the prior express written approval of the Lessor, which approval the Lessor may withhold for any reason whatsoever. Lessee, with written notice to Lessor, may, however, assign this lease with respect to the rights and obligations pertaining to the CLA portion of the Leased Premises to any successor owner of the Lessee's Property, provided that no such assignment shall be effective until the assignee executes a written assignment and acceptance of all of Lessee's rights and obligations pursuant to this lease, and a copy of such written assignment and acceptance is provided to the Town Manager of the Town of Carbondale.

In addition, the Lessee shall have the right to collaterally assign the rights and obligations of Lessee to the Lessee's lender to secure a loan, provided that such the Town shall be provided with copies of such collateral assignment, including lender's contact information, and lender shall agree to provide the Town with notice in the event of any foreclosure, deed in lieu, or other termination of lender's lien against the Lessee's Property (e.g. payoff). In the event of



foreclosure of a deed of trust or a deed in lieu or similar action by the Lessee's Lender with respect to the Lessee's Property, the successor owner shall be entitled to all rights and subject to all obligations of the Lessee hereunder as an assignee of the Lessee's rights under this lease, provided that the successor owner provides notice to the Town and executes an express acceptance of all of Lessor's rights and obligations pursuant to this lease. If such collateral assignment occurs, the parties agree that any notice given hereunder by or to either party shall also be given to the Lessee's Lender at the address provided by Lessee's Lender.

#### **8. Condition of the Premises.**

The Lessee stipulates and represents that they have examined the Leased Premises, and they accept them in their present condition "as is" without any warranties or representation on the part of the Lessor of any kind and without any warranties or representations concerning the liability or the fitness of the Leased Premises for any purpose whatsoever, including without limitation, residential and commercial purposes.

#### **9. Right of inspection.**

The Lessor shall have the right at all reasonable times either during the term of this lease or at any time during which the Lessee maintains possession to enter the Leased Premises outside the Ambiance Inn Building only for the purpose of inspecting them, provided that Lessor does not waive and intends to preserve all other rights it has to inspect the Lessee's Property and the CLA, including portions thereof that are within the Ambiance Inn Building, pursuant to the Lessor's rights under applicable zoning, building and fire codes.

#### **10. Damage or Destruction.**

If the Ambiance Inn Building is destroyed or extensively damaged (defined to be damage requiring repairs the costs of which (including labor and materials) will exceed 50% of the assessed value of the Ambiance Inn Building (improvements only) according to the Garfield County Assessor at the time of the damage, it shall not be rebuilt on the Leased Premises, and the Leased Premises shall thereafter be deemed to be entirely NCLA, and therefore subject to Lessor's termination rights set forth above in Section 4.

#### **11. Indemnification and Insurance.**

The Lessee shall at all times prior to the termination of this lease and to the delivery to the Lessor of possession or to the taking by the Lessor of possession of the Leased Premises, indemnify the Lessor against all liability, loss, cost, damage, or expenses sustained by the Lessor (including for example attorney's fees and other expenses of litigation):

- (a) On account of or through the use of the Leased Premises by any person for any purpose;
- (b) Arising out of or directly or indirectly due to any failure of the Lessee in any respect promptly and faithfully to satisfy their obligations under this lease;

Carbondale – Jon and Kelley Amdur lease  
66 North Second St.

(c) Arising out of or directly or indirectly due to any accident or other occurrence causing injury to any person or persons or to any property resulting from the Leased Premises or any part thereof.

The Lessee shall also at all times prior to the termination of the lease and to the time the Lessor obtains possession of the Leased Premises, indemnify the Lessor against all liens and charges of any nature that may at any time be established against the Leased Premises or any part thereof as a consequence, direct or indirect, of any act or omission of the Lessee or as a consequence, direct or indirect, of the existence of the Lessee's interest under this lease.

Without limiting the foregoing indemnity, the Lessee shall also obtain and maintain, throughout the entire term of this lease, public liability and property damage insurance insuring the Lessor's liability as to the Leased Premises in amounts at least equal to the maximum amounts of judgments that may be recovered against the Lessor pursuant to the Colorado Governmental Immunity Act, C.R.S. § 24-10-114 (presently \$150,000.00 per person/\$600,000.00 per occurrence). Lessee shall provide Lessor at least annually with proof of such insurance coverage and the insurer shall provide 30 days advance notice to Lessor in advance of any material change in or termination of such coverage.

## **12. Surrender of Possession.**

At the expiration of the term of this lease, or at any sooner termination of this lease according to the terms above, the Lessee shall quit and surrender all portions of the Leased Premises as to which the lease is terminated in as good a state and condition as they were at the commencement of this lease, reasonable use and wear excepted.

## **13. Default.**

If any default is made in the payment of rent, or any part thereof, or if any default is made in the performance or compliance with any other term or condition of this lease by the Lessee and said default is not cured within the applicable time period, the Lessor shall have the option to terminate and forfeit this lease and to re-enter the Leased Premises and remove all persons, including the Lessee, from the Leased Premises. The Lessee and Lessee's Lender shall be given 30 days' written notice for any monetary or non-monetary breach or default, and termination and forfeiture of the lease shall not result if within 30 days after the mailing of such notice the Lessee or Lessee's Lender has corrected the default or breach referred to in the notice; if neither the Lessee nor the Lessee's Lender has made the correction, the lease shall be deemed terminated and forfeiture as of the date 30 days after the mailing of such notice. Upon such termination and forfeiture, the Lessee and all persons acting through or under them shall remove themselves from the Leased Premises. Any re-entry by the Lessor shall be made without waiving or postponing any other right against the Lessee arising out of this lease or granted by law.

With respect to the CLA, Lessor shall not cause Lessee to be required to vacate possession of the building for monetary damages (non-payment or late payment of rent) only. In the event of re-entry by the Lessor, the Lessor may lease or re-let the Leased Premises in whole or in part to any tenant and on any terms or conditions the Lessor deems fit. The Lessee shall not have any rights

or claims to any funds paid by the new tenant to the Lessor nor to any enrichment or maintenance performed by or on behalf of the new tenant.

#### **14. Holdover by the Lessee.**

Should the Lessee remain in possession of the Leased Premises after the expiration of the initial term of this lease without the exercise of the right to occupy the Leased Premises under the extended term or after the expiration of the extended term, a new month-to-month tenancy shall be created between the Lessor and the Lessee at the rent of Twenty Dollars (\$20.00) per month and upon the other rental obligations set forth in this lease, and such month to month tenancy shall be subject to all terms and conditions hereof, but shall be terminable on ten (10) days written notice served by either the Lessor or the Lessee on the other property by personal delivery or by mail.

#### **15. Abandonment.**

If at any time during the term of this lease or at any time prior to the retaking of possession of the premises by the Lessor, the Lessee abandons the leased premises or any part thereof, the Lessor may declare the lease forfeited and proceed with its rights pursuant to Paragraph 12.

#### **16. Waiver.**

No inaction upon any breach or waiver of any breach of any provision of this lease by the Lessor shall be construed to be a waiver of any prior or succeeding breach of the same or any other provision of this lease.

#### **17. Interpretation.**

The section headings of this lease are for convenience only and are not to be used to interpret or give effect to this lease. Unless otherwise indicated by the text, the singular includes the plural, and the masculine includes the feminine.

#### **18. Binding Effect.**

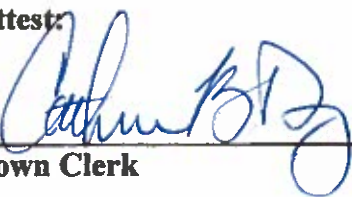
The provisions of this lease shall apply to and bind the heirs, legal representatives, and successors of interest of all kinds of the parties, and all covenants are to be construed as conditions of this lease.

Carbondale – Jon and Kelley Amdur lease  
66 North Second St.

**LESSOR:**

**THE TOWN OF CARBONDALE**  
**a Colorado home rule municipal corporation,**

By:  7/1/16  
Mayor/Mayor Pro Tem date

Attest:  7-1-16  
Town Clerk date



**LESSEE:**

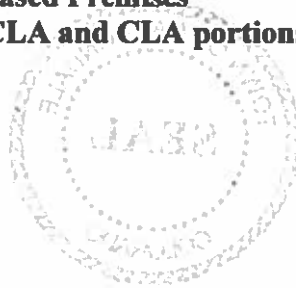
Jon Amdur 6/29/16  
Jon Amdur date

Kelley Amdur 6/29/16  
Kelley Amdur date

**attachments:**

**Exhibit A—description of Leased Premises**

**Exhibit B—delineation of NCLA and CLA portions of Leased Premises**



## EXHIBIT A

A parcel of property 17 feet by 80 feet lying directly to the west of the property described below:

## PARCEL A

SOUTH ONE-HALF OF  
LOTS 10, 11 AND 12  
BLOCK 1  
TOWN OF CARBONDALE

AND

THE NORTH ONE-HALF OF THAT PORTION OF THE ALLEY ABUTTING  
LOTS 10, 11 AND 12  
BLOCK 1  
TOWN OF CARBONDALE

As vacated by Ordinance No. 12, recorded May 26, 1982 in Book  
600 at page 160 as Reception No. 322081.

## PARCEL B

A PARCEL OF LAND SITUATED IN  
LOTS 13, 14 AND 15  
BLOCK 1  
TOWN OF CARBONDALE

Being more fully described as follows:

Beginning at the North Westerly corner of said Lot 13;  
thence S.  $89^{\circ}57'00''$  E. 75.00 feet along the Northerly boundary  
of said Lots 13, 14 and 15 to the North Easterly corner of said  
Lot 15;  
thence S.  $00^{\circ}03'00''$  W. 15.00 feet along the Easterly boundary of  
said Lot 15;  
thence North  $89^{\circ}57'00''$  West 75.00 feet to the Westerly boundary  
of said Lot 13;  
thence N.  $00^{\circ}03'00''$  E. 15.00 feet along said Westerly boundary  
to the Point of Beginning.

AND

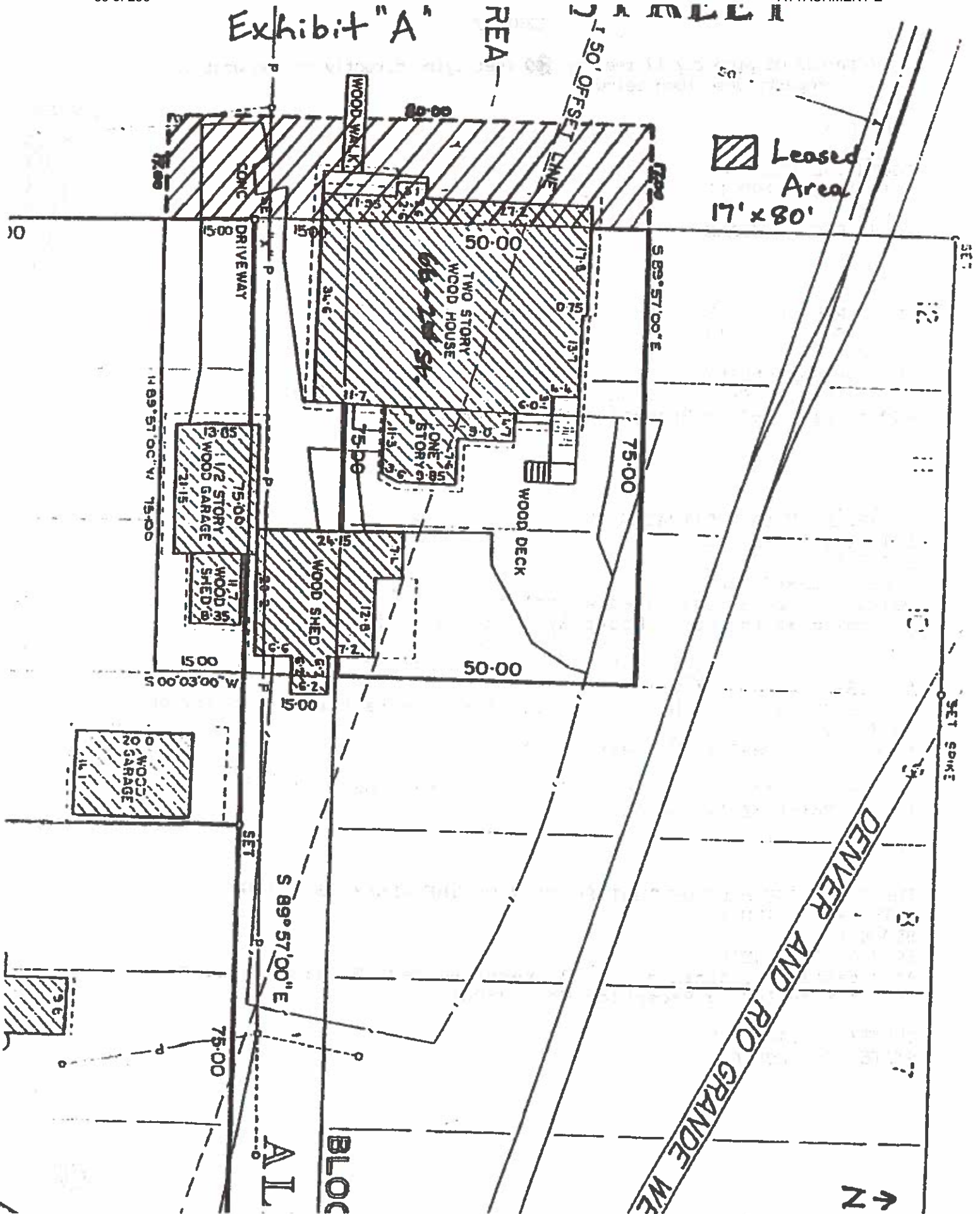
THE SOUTH ONE-HALF OF THAT PORTION OF THE ALLEY ABUTTING  
LOTS 13, 14 AND 15  
BLOCK 1

TOWN OF CARBONDALE

As vacated by Ordinance No. 12, recorded May 26, 1982 in Book  
600 at Page 160 as Reception No. 322081.

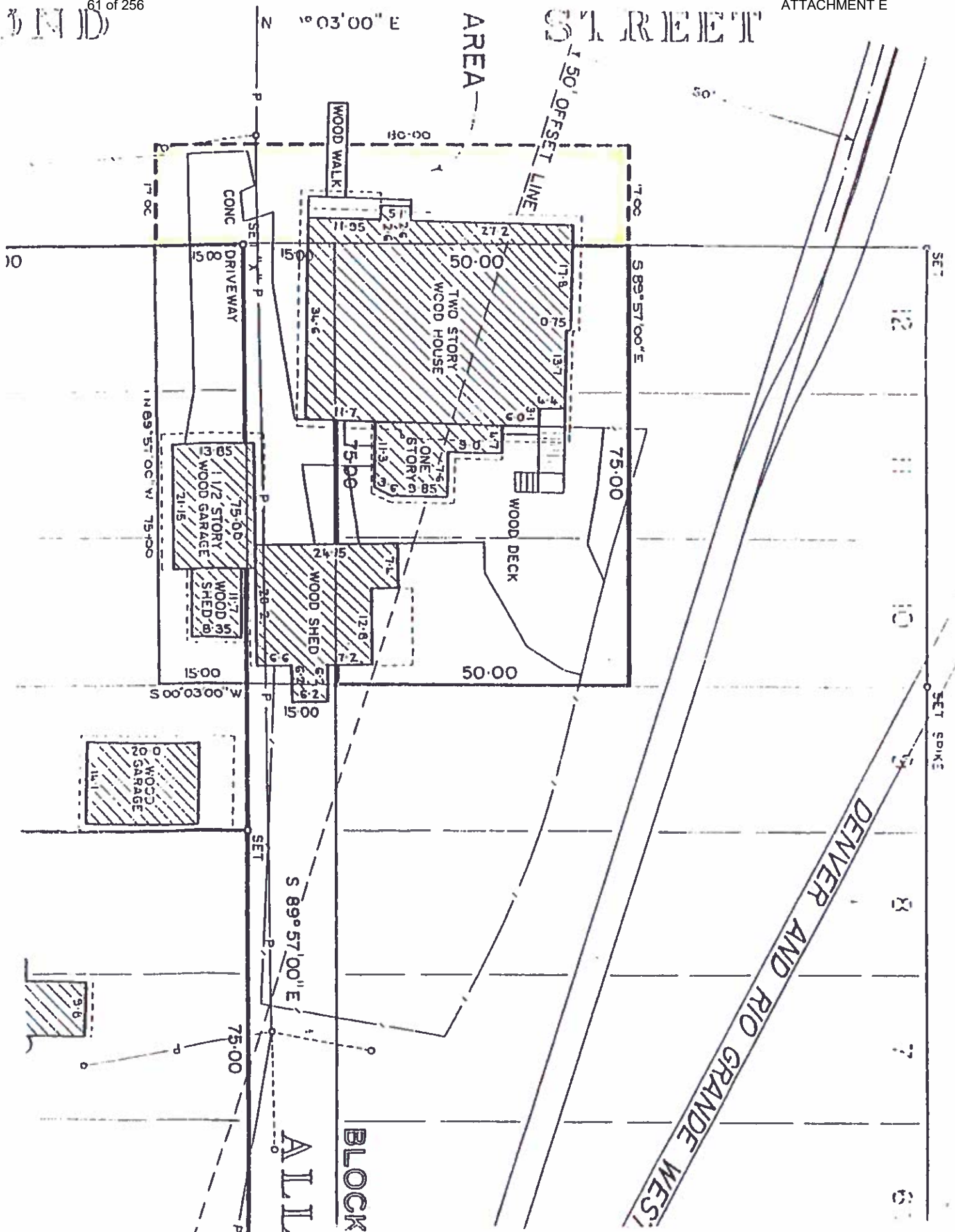
COUNTY OF GARFIELD  
STATE OF COLORADO

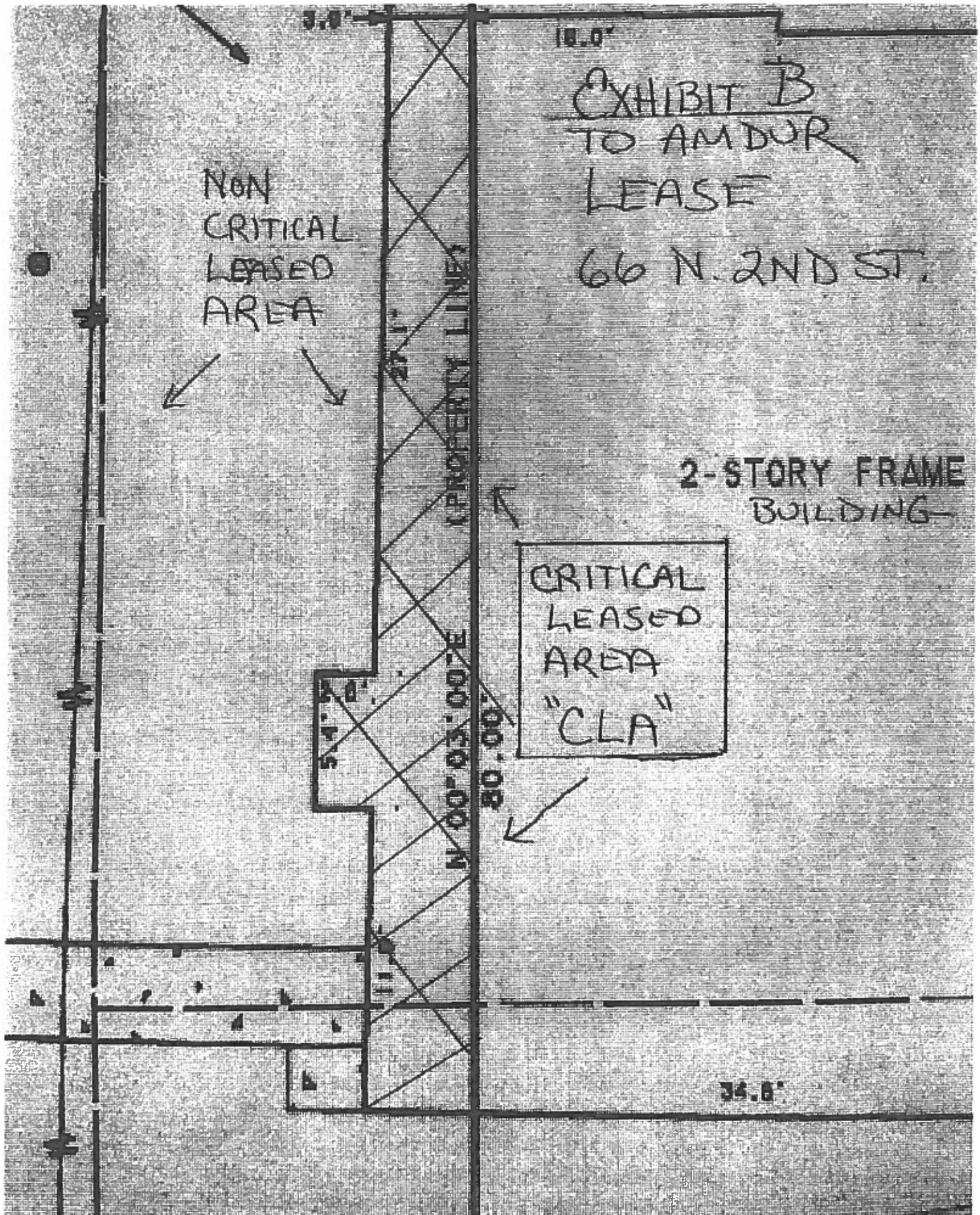
Exhibit "A"















**TOWN OF CARBONDALE**  
**511 COLORADO AVENUE**  
**CARBONDALE, CO 81623**

## Board of Trustees Agenda Memorandum

**Item No:** F

**Meeting Date:** April 27, 2021

**TITLE:** Lease with Eastwood Carbondale Investors for Special Event use of 579 Main Street park.

**SUBMITTING:** Parks & Recreation Department

**ATTACHMENTS:** Lease Document

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**PURPOSE:** Looking for consent agenda approval of a lease to use the 579 Main Street parcel owned by Eastwood Carbondale Investors for special event uses.

**BACKGROUND:** Last year the Town leased the park as additional parkland space to help spread people out due to the corona virus. This year we are interested in leasing the space for special events only and not as a park space available to the public.

**RECOMMENDATION:** Approve of the lease with Eastwood Carbondale Investors.

**Prepared By:** Eric Brendlinger, Parks & Recreation Department Director

**TOWN OF CARBONDALE, COLORADO****TEMPORARY LEASE AGREEMENT WITH EASTWOOD CARBONDALE  
INVESTORS LLC**

This Temporary Lease Agreement is made effective this \_\_\_\_ day of \_\_\_\_\_, 2021 by and between Eastwood Carbondale Investors LLC, a Colorado limited liability company, with an address of 0133 Prospector Road, #4102, Aspen CO 81611 ("Lessor"), and the Town of Carbondale, a Colorado home rule municipal corporation, with an address of 501 Colorado Ave., Carbondale, CO 81623 ("Town").

WHEREAS, Lessor is the owner of a vacant property located at 579 Main Street, Carbondale, Colorado, which property is legally described as Lot 2 of the Berry Exemption Plat and is taxed by the Garfield County Assessor as Parcel No. 239334300075, consisting of approximately 18,992 square feet (the "Parcel"); and

WHEREAS, the Town desires to temporarily lease the Parcel during the summer and early fall of 2021 in order for the Town to be able to utilize the Parcel in connection with certain scheduled special events; and

WHEREAS, Lessor is agreeable to leasing said Parcel to the Town for said purposes so long as Lessor has no immediate need to utilize this property in its business operations; and

NOW, THEREFORE, in consideration of ten dollars and of the mutual covenants and conditions set forth in this Lease Agreement, the parties agree as follows:

1. Lessor hereby leases the Parcel to the Town so that the Town may hold scheduled special events on the Parcel during the summer of 2021. for public park purposes including community dining, picnics, and associated landscaping. In connection with public festivals or other public recreational events held in Carbondale's downtown area, the Town may place benches, trashcans, picnic tables, lighting, entertainment devices, recreational equipment, trashcans, or portable restroom facilities on the Parcel. The Town shall be responsible for the placement, maintenance and removal of these items in connection with each special event. Otherwise, Lessor shall remain responsible for maintenance of the Parcel, including lawn and landscaping.

2. During the term of this Lease Agreement, the Town shall maintain all items that is places upon the Parcel in a clean, orderly and attractive manner. After any recreational events in which the Parcel may be incidentally utilized by the public, the Town shall promptly clean and pick-up any resultant litter or trash, and/or restore any other consequential damage which may have resulted from the same. Town agrees to comply with and abide by all applicable federal, state, county and municipal laws and ordinances, in connection with the occupancy and use of the Parcel. No illegal drugs or controlled substances are permitted on the Parcel. Town agrees to refrain from using the Parcel in any way that may result in an increase of the rate or cost of insurance on the Parcel. No hazardous or dangerous activities are permitted on the Parcel.

3. The term of this Lease Agreement shall commence on May 7, 2021 and extend until October 31, 2021, provided that either party may terminate with thirty (30) days prior written



notice. The Town's use of the Parcel during this lease term shall be in connection with the set-up, holding, and clean-up related to scheduled special events, and shall not extend to general public use of the Parcel at other times during the lease term when no special events are scheduled.

4. Upon termination, the Town shall leave the Parcel in a clean and orderly condition and remove any items placed upon the Parcel by the Town that can be removed without damage to the Parcel.

5. The Town is a member of the Colorado Intergovernmental Risk Sharing Agency (CIRSA) and as such participates in the CIRSA Property/Casualty Pool ("CIRSA Coverage"). Copies of CIRSA's policies and manual are kept by the Town and available to Lessee for inspection during normal business hours. Throughout the term of this Lease Agreement, the Town agrees to maintain, at its own cost and expense, CIRSA Coverage applicable to the Parcel and operations of the Town, which the parties agree shall at all times include the Town's occupancy and the Town or the general public's use of the Parcel as a public park pursuant to the terms of this Lease Agreement. Additionally, Lessee shall be added as an additional insured on the Town's CIRSA Coverage. The Town shall also procure and keep in force at its own expense Workers Compensation insurance to the extent required by applicable Federal and State law. Certificates of Insurance evidencing the required coverage and provisions herein shall be available to the Owner upon request. Notwithstanding the foregoing, nothing in this Lease Agreement shall be interpreted as a waiver of governmental immunity, to which the Town would otherwise be entitled under § 24-10-101, et seq., C.R.S., as amended.

6. Upon termination of the Town's use of the Parcel for the above-described purposes, title to the Parcel shall remain in the name of the Lessor, its successors and assigns, free and clear of any claim by the Town.

7. Town shall promptly, but in no event not later than forty-five (45) days after the filing thereof, remove of record any liens filed by any contractor, subcontractor, or materialman in connection with the activities contemplated under this Lease Agreement.

8. In the event of any alleged breach or default under this Lease Agreement, the party claiming the alleged breach or default will give written notice to the other party specifying the alleged breach or default. The other party shall have five (5) days within which to cure any alleged breach or default, or if the alleged breach or default is not reasonably capable of being cured within such 5-day period, the other party shall commence to cure within such 5-day period and promptly and diligently pursue completion of the cure of thereafter within no more than thirty (30) days. In the event of an uncured breach or default, and either party deems it necessary to take legal action to enforce or defend any part of this Lease Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and other costs incurred in such action or proceeding, in addition to any other relief to which such party may be entitled. In any such proceeding, all parties waive their right to demand a jury. The sole venue for resolution of any such dispute shall be the District Court in and for Garfield County, Colorado.

9. The terms and conditions herein contained shall be binding upon and inure to the benefit of the successors and assigns of the parties hereto. This Lease Agreement shall not be recorded in the real estate records. This Lease Agreement shall be construed in connection with

the laws of the State of Colorado. If any provision of this Lease Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Lease Agreement shall continue in full force and effect and shall in no way be impaired or invalidated, and the parties agree to substitute for the invalid or unenforceable provision a valid and enforceable provision that most closely approximates the intent and economic effect of the invalid or unenforceable provisions. This Lease Agreement contains the entire agreement and understanding of the parties with respect to the subject matter hereof and cannot be amended or modified except by a written agreement executed by each of the parties hereto. The Section captions and headings used in this Lease Agreement are inserted herein for convenience of reference only and shall not be deemed to define, limit or construe the provisions hereof. This Lease Agreement may be executed in one or more counterparts, each of which, for all purposes, shall be deemed an original and all such counterparts, taken together, shall constitute one and the same instrument. Signatures hereto may be evidenced by facsimile transmission, the same of which shall be treated as originals.

EASTWOOD CARBONDALE INVESTORS LLC  
*a Colorado limited liability company*

BY: SUMMERHILL PARTNERS, LLC,  
as Manager

BY: \_\_\_\_\_  
Its Manager

TOWN OF CARBONDALE  
*a Colorado home rule municipal corporation*

BY: \_\_\_\_\_  
Dan Richardson, Mayor

ATTEST:

\_\_\_\_\_  
Cathy Derby, Town Clerk

e0reiky4.DOCX



**TOWN OF CARBONDALE  
511 COLORADO AVENUE  
CARBONDALE, CO 81623**

**Board of Trustees Agenda Memorandum**

**Item No:** G

**Meeting Date:** April 27, 2021

**TITLE:** Blue Green Professional Services Contract for Red Hill Trailhead Design

**SUBMITTING:** Parks & Recreation Department

**ATTACHMENTS:** Professional Services Contract  
Blue Green's Red Hill Trailhead Proposal for expanded landscape design services.

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**PURPOSE:** Professional Services Contract approval for the next scope of work to design the enhanced landscaping and picnic shade shelter at the Red Hill Trailhead

**BACKGROUND:** This phase of the project is being funded by a GOCO grant from their Resilient Communities grant cycle which was applied for by AVLT. The Town is a grant partner and the scope of work is detailed in the attached proposal.

**RECOMMENDATION:** Approval of the Town of Carbondale Professional Services Contract and the proposal submitted by Blue Green detailing the scope of work.

**Prepared By:** Eric Brendlinger, Parks & Recreation Department Director



## **AGREEMENT FOR PROFESSIONAL SERVICES**

This **AGREEMENT FOR PROFESSIONAL SERVICES** is made effective the \_\_\_\_ day of \_\_\_\_\_, 2021, between the TOWN OF CARBONDALE, a municipality under the laws of the State of Colorado ("Town"), and BLUEGREEN, INC., a Colorado corporation ("Contractor").

### **WITNESSETH:**

In consideration of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. **Scope of Agreement.** Contractor agrees to provide professional design services for the production of a schematic design for the Red Hill Trailhead as more fully identified in:
  - (a) The Contractor's April 15, 2021 letter to Eric Brendlinger regarding the Red Hill Trailhead Design Scope (attached as Exhibit A), which letter includes a scope of work and a fixed price quote for services to be rendered to include all labor and materials for the lump sum of \$6,500.
  - (b) Construction support services (if requested by the Town) would be billed to the Town by Contractor an additional hourly fee further detailed in Exhibit A.
2. **Consideration.** The Town agrees to compensate Contractor for fees and services in the amount set forth on Exhibit A.
3. **Term.** This Agreement shall be effective as of the date of its execution by both parties and shall extend until completion of the services identified in the Professional Services Agreement.
4. **Status.** Contractor is an independent contractor and shall not be considered an employee of the Town for any purpose.
5. **Standard of Care.** The standard of care applicable to Contractor's work will be the same degree of care, skill, and diligence normally employed by contractors performing the same or similar work. Contractor will re-perform any work not meeting this standard without additional compensation. No other warranty, express or implied, is included in this Agreement or in any drawing, specification, or opinion produced pursuant to this Agreement.
6. **Indemnity.** Contractor shall hold harmless and indemnify the Town from and against any damages awarded against the Town, or incurred by the Town in defense of any claim (including reasonable attorneys' fees, costs or expert witness fees), related to the professional negligence or intentional wrongful conduct of Contractor or its officers, employees and agents.

7. Insurance. Contractor will obtain, pay to maintain the coverage and amounts of insurance coverage not less than those below and will provide the Town with certificates issued by insurance companies satisfactory to the Town to evidence such coverage prior to the commencement of any work, and upon renewal or change in any such policy. The Town shall be named as an additional insured on all such policies. Contractor shall procure and maintain the following types of insurance at limits no less than stated below:

a. Workers' Compensation complying with the laws of the State of Colorado and Employer's Liability Insurance in an amount not less than \$1,000,000.00, as well as any similar coverage required for this work by applicable federal or state law.

b. Comprehensive Automobile Liability Insurance in an amount not less than \$1,000,000.00 combined single limit.

c. Commercial General Liability Insurance with an installation floater in an amount not less than \$1,000,000.00 per occurrence, specifically insuring Contractor's indemnification obligation under this contract.

8. Governmental Immunity/TABOR/Immigration Compliance. Nothing herein shall be interpreted as a waiver of governmental immunity to which the Town would otherwise be entitled under § 24-10-101, *et seq.*, C.R.S., as amended. This contract is also contingent upon annual budgeting by the Town of Carbondale and nothing in this contract shall be construed as a multi-year financial obligation of the Town. Contractor also agrees to be bound by the terms of Addendum A as related to compliance with Colorado immigration laws, which Addendum is incorporated by reference.

9. Employees, Subcontractors and Assignees. Contractor may subcontract portions of the work to be provided to the Town pursuant to this Agreement, but on condition that, prior to working on this project, any sub-contractors shall first be required to document their agreement to be bound by the insurance and indemnity requirements set forth above, with proof of the same to be provided to the Town. Thereafter, supervision and payment of any such sub-contractors shall be the sole and exclusive responsibility of Contractor. Notwithstanding the foregoing, however, this Agreement shall not be assigned by Contractor to a third party without the prior express written consent of the Town.

10. Termination. If at any time the Town is dissatisfied with the services of Contractor for any reason whatsoever, the Town may terminate this Agreement effective immediately upon the delivery of written notice to Contractor. In the event of any such termination, the Town shall only pay Contractor for services rendered through the date that notice of termination is provided to Contractor.

11. Agreement Administration and Notice. For purposes of administering this Agreement, the Town Manager hereby appoints Eric Brendlinger, Carbondale Parks & Recreation Director, to represent the Town in carrying out the purposes and intent of this Agreement.

12. Responsibilities. Contractor shall be responsible for all damages to persons or property caused by the Contractor, its agents, employees or sub-contractors, to the extent caused by its negligent acts, errors and omissions hereunder.

13. Entire Agreement. This Agreement constitutes the entire agreement between the parties. The provisions of this Agreement may be amended at any time by the written mutual consent of both parties. The parties shall not be bound by any other agreements, either written or oral, except as set forth in this Agreement.

14. Governing Law. The laws of the State of Colorado shall govern the validity, performance and enforcement of this Agreement. Venue for any action instituted pursuant to this agreement shall lie in Garfield County, Colorado.

15. Authority. Each person signing this Agreement represents and warrants that said person is fully authorized to enter into and execute this Agreement and to bind the party it represents to the terms and conditions hereof.

16. Attorneys' Fees. Should this Agreement become the subject of litigation between the Town and Contractor, the prevailing party shall be entitled to recovery of reasonable costs in connection therewith, including but not limited to reasonable attorneys' fees and expert witness fees. All rights concerning remedies and/or attorneys' fees shall survive any termination of this Agreement.

**IN WITNESS WHEREOF**, the parties hereto have hereunto set their hands this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**CONTRACTOR:**

300 South Spring Street Suite 202  
Aspen, CO 81611

**BLUEGREEN, Inc.**

By: \_\_\_\_\_  
Sheri Sanzone, President

**TOWN:**

a Colorado home rule municipal corporation  
511 Colorado Avenue  
Carbondale, CO 81623

**TOWN OF CARBONDALE**

By: \_\_\_\_\_  
Dan Richardson, Mayor

**ATTEST:**

By: \_\_\_\_\_  
Cathy Derby, Town Clerk

**Attachments:**

Addendum A: Work By Illegal Aliens Prohibited.

Exhibit A: Blue Green Red Hill Trailhead Expanded Design Scope Proposal dated April 15, 2021

**Town of Carbondale**  
**Addendum A to Professional Services Agreement**

Work By Illegal Aliens Prohibited. Pursuant to Section 8-17.5-101, C.R.S., *et. seq.*, as amended, Contractor warrants, represents, acknowledges, and agrees that:

1. Contractor does not knowingly employ or contract with an illegal alien.
2. Contractor shall not knowingly employ or contract with an illegal alien to perform work or enter into a contract with a subcontractor that fails to certify to Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement.
3. Contractor has participated in or attempted to participate in the basic pilot employment confirmation program created in Public Law 208, 104<sup>th</sup> Congress, as amended, and expanded in Public Law 156, 108<sup>th</sup> Congress, as amended, administered by the Department of Homeland Security (hereinafter, "Basic Pilot Program") in order to confirm or attempt to confirm the employment eligibility of all employees who are newly hired for employment in the United States. If Contractor is not accepted into the Basic Pilot Program prior to entering into this Agreement, Contractor shall forthwith apply to participate in the Basic Pilot Program and shall submit to the Town written confirmation of such application within five (5) days of the date of this Agreement. Contractor shall continue to apply to participate in the Basic Pilot Program, and shall confirm such application to the Town in writing, every three (3) months until Contractor is accepted or this Agreement is completed, whichever occurs first. This Paragraph 3 shall be null and void if the Basic Pilot Program is discontinued.
4. Contractor shall not use the Basic Pilot Program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.
5. If Contractor obtains actual knowledge that a subcontractor performing work under this Agreement knowingly employs or contracts with an illegal alien, Contractor shall be required to:
  - (a) notify the subcontractor and the Town within three (3) days that Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and
  - (b) terminate the subcontract with the subcontractor if within three (3) days of receiving the notice required pursuant to this subparagraph the subcontractor does not stop employing or contracting with the illegal alien; except that Contractor shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.

6. Contractor shall comply with any reasonable request by the Colorado Department of Labor and Employment ("Department") made in the course of an investigation that the Department is undertaking pursuant to the authority established in subsection 8-17.5-102(5), C.R.S.

7. If Contractor violates this Addendum, the Town may terminate this Agreement for breach of contract. If this Agreement is so terminated, Contractor shall be liable for actual and consequential damages to the Town arising out of said violation.

CONTRACTOR:

Bluegreen, Inc., a Colorado corporation

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Sherry Sanzone, President

**Addendum to Blue Green Scope of Services proposal for the Red Hill Amenities Design project.**

Replace the following language on page three of the Red Hill Trailhead Proposal for expanded landscape design services that states" in accordance with the Contract Provisions of this agreement" with the language below.

"in accordance with the related Professional Services agreement to be entered into between the Town of Carbondale and Bluegreen dated \_\_\_\_\_ 2021."



bluegreen

f 970 429 9499

t 970 429 7499

c 970 429 8161

s 970 429 8161

300 south spring street

www.bluegreenaspen.com

April 15, 2021

Eric Brendlinger  
Town of Carbondale  
511 Colorado Avenue  
Carbondale, CO 81623

RE: Red Hill Trailhead Expanded Design Scope

Dear Eric:

The Red Hill trail network is a highly used and appreciated recreational resource in the valley. Mushroom Rock and the surrounding trails are some of the most popular routes allowing access year-round. We are all active users of this special place and care greatly about protecting this parcel of land.

We appreciate the opportunity to be involved with the expanded scope of work related to the recent parking and trailhead amenities that were constructed in the past year. The planned addition of a shade structure that can be utilized as an outdoor classroom will be greatly appreciated by the community and the expansion of native revegetation improvements will help tie things together after a lengthy construction period.

Our proposed landscape will have few maintenance needs, and this will be accomplished through careful material selection and thoughtful planting design. The objective will be a designed zone of native plantings immediately adjacent to the trailhead that appear as if they have always been there, blending into the natural surroundings.

These revegetation goals are constrained by the availability of establishment watering, so the proposed plant material will need to be installed smaller than ideal, and carefully timed. If a watering truck is not possible, inclusion of some portable (temporary) watering technologies would contribute greatly during the initial establishment period and might allow for a limited quantity of larger planting materials. We will offer our best recommendations to help restore this highly disturbed construction site and maximize the Town's chances for success.

## SCOPE OF SERVICES

Bluegreen will provide the following design services:

### A. Schematic Design

1. We will kick off our creative collaboration with a site visit to confirm project extents (assumed to be isolated to the east end of upper parking lot near the new Kiosk structure and limited to the immediate perimeter area as identified per attached AVL T Appendix 4 diagram, dated 8/22/20 by others).



2. We will advance the ideas generated and discussed during our kickoff meeting to create the Schematic Design Package. Bluegreen will prepare the schematic graphic plans and review these drawings with you and the AVL T team. We expect that this step in our process will take two weeks to complete once the preferred shade structure is selected by Town, and we can be sure of the dimensions.
3. During the Schematic Design phase of services, Bluegreen will design the following landscape elements:
  - a. Conceptual positioning of Town-selected Shade Structure, yet TBD, but assumed to be approximately 12'x20' (similar to Rio Grande Trail example)
  - b. Integration with benches/tables, bike rack, bike fix-it station, and pet waste station
  - c. Pedestrian and vehicle circulation and connections
  - d. Defined pedestrian walkways and "revegetation" planting zones
  - e. Planting and Screening concepts
4. Bluegreen will provide the following products during and at the conclusion of the Schematic Design phase of work:
  - a. Illustrative landscape plan for trailhead area
  - b. Planting, mulching, and soil amendment specifications for revegetation zone immediately surrounding trailhead
  - c. Photographic images and other representative graphics to describe the proposed design intent
5. Bluegreen will participate in two (2) one-hour meetings with Town (and the AVL T team) to discuss feedback and determine the scope of design and construction work.
6. Bluegreen and Bluegreen BLD will provide budget support to Town for the preparation of an estimate of construction costs. This estimate includes fine grading, re-seeding, isolated soil amendments, tree and shrub placement, and mulch. Irrigation design would not be included, and we would rely on Town to perform hand-watering, or to provide other methods of temporary irrigation during the initial establishment period. An additional quantity of plant material will be planned to account for a reasonable die-back percentage typical for this type of drought-tolerant native revegetation. Based on our understanding of the project's defined budget, we are aware the total combined landscape design services, shade structure sourcing and installation, landscape installation, and kiosk info panel fabrication/install costs must be no greater than \$74,848.
7. Bluegreen will work closely with Town to recommend appropriate materials, construction methods and detailing assumptions that will minimize the project's cost while contributing to successful outcomes desired upon completion.

## EXCLUSIONS TO SCOPE OF SERVICES

The following additional services are excluded from this proposal: Revisions and changes in drawings, specifications or other documents when such revisions are inconsistent with approvals or instructions previously given by the Client; preparation of alternate drawings requested by Client in addition to those proposed in the Scope of Services; meetings in addition to those proposed in the Scope of Services; providing prolonged design services should the design time be substantially extended through no fault of Bluegreen; special drawings or drawing packages required for approvals or permits in addition to those

proposed in the Scope of Services; observation of landscape maintenance improvements such as tree pruning; landscape maintenance cost analysis; interior planting; waterproofing systems or foundation drainage; drawing packages prepared for phased construction or phased bidding; preparation of bid forms or bid alternatives; labor and material cost of design mock-ups; construction observation visits in excess of those identified in the construction services section of this proposal; services related to an inefficient construction observation review/submittal process including redundant review of submittals due to lack of completion; phasing of construction or construction observation beyond one sequence of landscape construction; travel time and expenses for trips outside of the Aspen area beyond any trips indicated in proposal.

*see addendum language*

## FEES AND FINANCIAL TERMS

Compensation to Bluegreen for the services described herein and in accordance with the Contract Provisions of this agreement shall be provided on a time and materials not to exceed scope and values as follows:

Schematic Design	\$6,500
Construction support services (additional)	hourly
Total	\$6,500

Bluegreen bills our professional fees at the following rates: \$220-175 per hour for Principal/Senior Associate, \$170-150 per hour for Associate/Senior Staff, \$145-\$90 per hour for Staff. Reimbursable expenses are billed at cost plus ten percent and are in addition to our professional fees. We require a signed copy of this proposal and all current documents (such as survey information, CAD files, approvals, geotechnical and other technical reports) that may assist us.

Additional Services in addition to those described in the above Scope of Services are to be compensated on a Time and Materials basis per Bluegreen's professional fees. Whenever practical, changes, additions, or modifications to the scope of services shall be authorized by written change request; however, the absence of such a written change order shall not act as a bar to payment of fees due Bluegreen, provided the change was approved and ordered by the Client.

Please call us at 970 429 7499 if you have any questions regarding this letter of authorization and scope of services. If this letter appropriately reflects our discussions and your project needs, please authorize with your signature and return a copy to us via email at [chris@bluegreenaspen.com](mailto:chris@bluegreenaspen.com). We are thrilled to work with you!

Sincerely,



Sheri Sanzone, LEED AP | AICP | ASLA



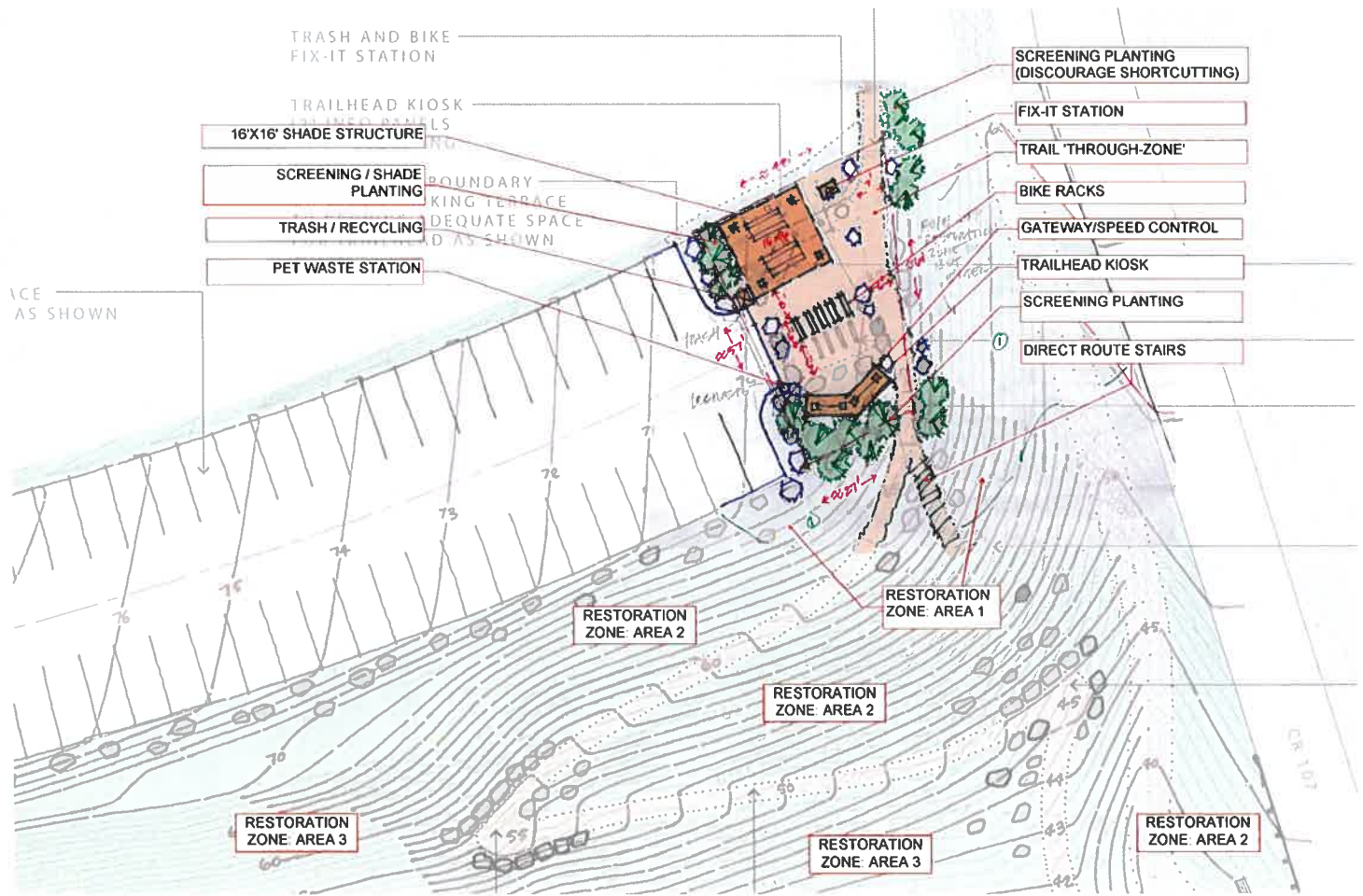
Chris Brandt, Landscape Architect

APPROVED BY CLIENT (Town of Carbondale):

   
signature date

Attachments: contract provisions, dated 1 january 2021  
AVLT APPENDIX 4: Red Hill Expanded Trailhead Amenity Study

*This proposal is valid for 30 days.*

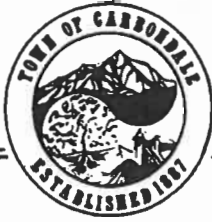


**DHM DESIGN** LANDSCAPE ARCHITECTURE  
URBAN DESIGN + LAND PLANNING  
ECOLOGICAL PLANNING

**TRAILHEAD SITE PLAN**

EXPANDED TRAILHEAD AMENITY STUDY  
PHASE 2: RED HILL PARKING AND SR 107 RE ALIGNMENT  
AUGUST 22, 2020

AVLT APPENDIX 4: Red Hill



# Town of Carbondale Police Department

511 Colorado Avenue, Suite 911 Carbondale, Colorado 81623 (970) 963-2662

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To: Mayor Dan Richardson and  
Carbondale Board of Trustee's

From: Kirk Wilson  
Chief of Police, Carbondale Police Department

Ref.: New Liquor License Application for Pacifica Senior Living Re Fund

Date: March 26, 2021

I have completed the requested record checks for the following individual:

Michael Luciano                      DOB: 8/13/1961

I have found no records that would cause me to recommend denial of this New liquor license application.

I recommend the approval for the liquor license application.

<input type="checkbox"/> New License <input checked="" type="checkbox"/> New-Concurrent <input type="checkbox"/> Transfer of Ownership <input type="checkbox"/> State Property Only	• All answers must be printed in black ink or typewritten • Applicant must check the appropriate box(es) • Applicant should obtain a copy of the Colorado Liquor and Beer Code: <a href="http://www.colorado.gov/enforcement/liquor">www.colorado.gov/enforcement/liquor</a>		
1. Applicant is applying as a/an <input type="checkbox"/> Individual <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Association or Other <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership (includes Limited Liability and Husband and Wife Partnerships)			
2. Applicant If an LLC, name of LLC; if partnership, at least 2 partner's names; if corporation, name of corporation <u>PACIFIC SENIOR LIVING RE FUND, LLC</u>			FEIN Number <u>81 562 8821</u>
2a. Trade Name of Establishment (DBA) <u>SOPHIE'S LODGE</u>		State Sales Tax Number <u>303-549-7111</u>	Business Telephone <u>303-549-7111</u>
3. Address of Premises (specify exact location of premises, include suite/unit numbers) <u>295 RIO GRANDE</u>			
City <u>CARBONDALE</u>	County <u>CARFIELD</u>	State <u>CO</u>	ZIP Code <u>81623</u>
4. Mailing Address (Number and Street) <u>650 LAUREL LANE</u>		City or Town <u>LAUREL SPRINGS</u>	State <u>CO</u>
5. Email Address <u>terryc@casasola.com</u>		ZIP Code <u>81601</u>	
6. If the premises currently has a liquor or beer license, you must answer the following questions			
Present Trade Name of Establishment (DBA)		Present State License Number	Present Class of License
Present Expiration Date			
Section A      Nonrefundable Application Fees		Section B (Cont.)      Liquor License Fees	
<input checked="" type="checkbox"/> Application Fee for New License ..... \$1,550.00 <input checked="" type="checkbox"/> Application Fee for New License w/Concurrent Review ..... \$1,650.00 <input type="checkbox"/> Application Fee for Transfer ..... \$1,550.00		<input type="checkbox"/> Lodging & Entertainment - L&E (County) ..... \$500.00 <input type="checkbox"/> Manager Registration - H & R ..... \$75.00 <input type="checkbox"/> Manager Registration - Tavern ..... \$75.00 <input type="checkbox"/> Manager Registration - Lodging & Entertainment ..... \$75.00 <input type="checkbox"/> Manager Registration - Campus Liquor Complex ..... \$75.00	
Section B      Liquor License Fees			
<input type="checkbox"/> Add Optional Premises to H & R ..... \$100.00 X _____ Total _____ <input type="checkbox"/> Add Related Facility to Resort Complex \$75.00 X _____ Total _____ <input type="checkbox"/> Add Sidewalk Service Area ..... \$75.00 <input type="checkbox"/> Arts License (City) ..... \$308.75 <input type="checkbox"/> Arts License (County) ..... \$308.75 <input type="checkbox"/> Beer and Wine License (City) ..... \$351.25 <input type="checkbox"/> Beer and Wine License (County) ..... \$436.25 <input type="checkbox"/> Brew Pub License (City) ..... \$750.00 <input type="checkbox"/> Brew Pub License (County) ..... \$750.00 <input type="checkbox"/> Campus Liquor Complex (City) ..... \$500.00 <input type="checkbox"/> Campus Liquor Complex (County) ..... \$500.00 <input type="checkbox"/> Campus Liquor Complex (State) ..... \$500.00 <input type="checkbox"/> Club License (City) ..... \$308.75 <input type="checkbox"/> Club License (County) ..... \$308.75 <input type="checkbox"/> Distillery Pub License (City) ..... \$750.00 <input type="checkbox"/> Distillery Pub License (County) ..... \$750.00 <input type="checkbox"/> Hotel and Restaurant License (City) ..... \$500.00 <input type="checkbox"/> Hotel and Restaurant License (County) ..... \$500.00 <input type="checkbox"/> Hotel and Restaurant License w/one opt premises (City) ..... \$600.00 <input type="checkbox"/> Hotel and Restaurant License w/one opt premises (County) ..... \$600.00 <input checked="" type="checkbox"/> Liquor-Licensed Drugstore (City) ..... \$227.50 <input type="checkbox"/> Liquor-Licensed Drugstore (County) ..... \$312.50 <input type="checkbox"/> Lodging & Entertainment - L&E (City) ..... \$500.00		<input type="checkbox"/> Master File Location Fee ..... \$25.00 X _____ Total _____ <input type="checkbox"/> Master File Background ..... \$250.00 X _____ Total _____ <input type="checkbox"/> Optional Premises License (City) ..... \$500.00 <input type="checkbox"/> Optional Premises License (County) ..... \$500.00 <input type="checkbox"/> Racetrack License (City) ..... \$500.00 <input type="checkbox"/> Racetrack License (County) ..... \$500.00 <input type="checkbox"/> Resort Complex License (City) ..... \$500.00 <input type="checkbox"/> Resort Complex License (County) ..... \$500.00 <input type="checkbox"/> Related Facility - Campus Liquor Complex (City) ..... \$160.00 <input type="checkbox"/> Related Facility - Campus Liquor Complex (County) ..... \$160.00 <input type="checkbox"/> Related Facility - Campus Liquor Complex (State) ..... \$160.00 <input type="checkbox"/> Retail Gaming Tavern License (City) ..... \$500.00 <input type="checkbox"/> Retail Gaming Tavern License (County) ..... \$500.00 <input type="checkbox"/> Retail Liquor Store License-Additional (City) ..... \$227.50 <input type="checkbox"/> Retail Liquor Store License-Additional (County) ..... \$312.50 <input type="checkbox"/> Retail Liquor Store (City) ..... \$227.50 <input type="checkbox"/> Retail Liquor Store (County) ..... \$312.50 <input checked="" type="checkbox"/> Tavern License (City) ..... \$500.00 <input type="checkbox"/> Tavern License (County) ..... \$500.00 <input type="checkbox"/> Vintners Restaurant License (City) ..... \$750.00 <input type="checkbox"/> Vintners Restaurant License (County) ..... \$750.00	
Questions? Visit: <a href="http://www.colorado.gov/enforcement/liquor">www.colorado.gov/enforcement/liquor</a> for more information			
Do not write in this space - For Department of Revenue use only			
Liability Information			
License Account Number	Liability Date	License Issued Through (Expiration Date)	Total \$

**Application Documents Checklist and Worksheet**

**Instructions:** This checklist should be utilized to assist applicants with filing all required documents for licensure. All documents must be properly signed and correspond with the name of the applicant exactly. All documents must be typed or legibly printed. Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable. **Questions? Visit:** [www.colorado.gov/enforcement/liquor](http://www.colorado.gov/enforcement/liquor) for more information

Items submitted, please check all appropriate boxes completed or documents submitted	
<b>I. Applicant information</b>	<input checked="" type="checkbox"/> A. Applicant/Licensee identified <input type="checkbox"/> B. State sales tax license number listed or applied for at time of application <input type="checkbox"/> C. License type or other transaction identified <input type="checkbox"/> D. Return originals to local authority (additional items may be required by the local licensing authority) <input type="checkbox"/> E. All sections of the application need to be completed
<b>II. Diagram of the premises</b>	<input checked="" type="checkbox"/> A. No larger than 8 1/2" X 11" <input type="checkbox"/> B. Dimensions included (does not have to be to scale). Exterior areas should show type of control (fences, walls, entry/exit points, etc.) <input type="checkbox"/> C. Separate diagram for each floor (if multiple levels) <input type="checkbox"/> D. Kitchen - identified if Hotel and Restaurant <input type="checkbox"/> E. Bold/Outlined Licensed Premises
<b>III. Proof of property possession (One Year Needed)</b>	<input checked="" type="checkbox"/> A. Deed in name of the applicant (or) (matching question #2) date stamped / filed with County Clerk <input type="checkbox"/> B. Lease in the name of the applicant (or) (matching question #2) <input type="checkbox"/> C. Lease assignment in the name of the applicant with proper consent from the landlord and acceptance by the applicant <input type="checkbox"/> D. Other agreement if not deed or lease. (matching question #2)
<b>IV. Background information (DR 8404-I) and financial documents</b>	<input checked="" type="checkbox"/> A. Complete DR 8404-I for each principal (individuals with more than 10% ownership, officers, directors, partners, members) <input type="checkbox"/> B. Fingerprints taken and submitted to the appropriate Local Licensing Authority through an approved state vendor. <b>Do not complete fingerprint cards prior to submitting your application.</b> The Vendors are as follows: <b>IdentoGO</b> – <a href="https://uenroll.identogo.com/">https://uenroll.identogo.com/</a> Phone: 844-539-5539 (toll-free) <b>IdentoGO FAQs:</b> <a href="https://www.colorado.gov/pacific/cbi/identification-faqs">https://www.colorado.gov/pacific/cbi/identification-faqs</a> <b>Colorado Fingerprinting</b> – <a href="http://www.coloradofingerprinting.com">http://www.coloradofingerprinting.com</a> Appointment Scheduling Website: <a href="http://www.coloradofingerprinting.com/cabs/">http://www.coloradofingerprinting.com/cabs/</a> Phone: 720-292-2722 Toll Free: 833-224-2227 <input type="checkbox"/> C. Purchase agreement, stock transfer agreement, and/or authorization to transfer license <input checked="" type="checkbox"/> D. List of all notes and loans (Copies to also be attached)
<b>V. Sole proprietor/husband and wife partnership (if applicable)</b>	<input type="checkbox"/> A. Form DR 4679 <input type="checkbox"/> B. Copy of State issued Driver's License or Colorado Identification Card for each applicant
<b>VI. Corporate applicant information (if applicable)</b>	<input type="checkbox"/> A. Certificate of Incorporation <input checked="" type="checkbox"/> B. Certificate of Good Standing <input type="checkbox"/> C. Certificate of Authorization if foreign corporation (out of state applicants only)
<b>VII. Partnership applicant information (if applicable)</b>	<input checked="" type="checkbox"/> A. Partnership Agreement (general or limited) <input checked="" type="checkbox"/> B. Certificate of Good Standing
<b>VIII. Limited Liability Company applicant information (if applicable)</b>	<input type="checkbox"/> A. Copy of articles of organization <input checked="" type="checkbox"/> B. Certificate of Good Standing <input checked="" type="checkbox"/> C. Copy of Operating Agreement (if applicable) <input type="checkbox"/> D. Certificate of Authority if foreign LLC (out of state applicants only)
<b>IX. Manager registration for Hotel and Restaurant, Tavern, Lodging &amp; Entertainment, and Campus Liquor Complex licenses when included with this application</b>	<input type="checkbox"/> A. \$75.00 fee <input type="checkbox"/> B. Individual History Record (DR 8404-I) <input type="checkbox"/> C. If owner is managing, no fee required

Name <u>Sopris Lodge</u>	Type of License <u>Tavern</u>	Account Number
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7. Is the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers under the age of twenty-one years?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
8. Has the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers ever (in Colorado or any other state):		
a. Been denied an alcohol beverage license?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Had an alcohol beverage license suspended or revoked?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. Had interest in another entity that had an alcohol beverage license suspended or revoked?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If you answered yes to 8a, b or c, explain in detail on a separate sheet.		
9. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years? If "yes", explain in detail.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10. Are the premises to be licensed within 500 feet, of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		or
Waiver by local ordinance?		<input type="checkbox"/>
Other:		
11. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of greater than (>) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of less than (<) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13 a. For additional Retail Liquor Store only. Was your Retail Liquor Store License issued on or before January 1, 2016?	<input type="checkbox"/>	<input type="checkbox"/>
13 b. Are you a Colorado resident?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? If yes, identify the name of the business and list any <u>current</u> financial interest in said business including any loans to or from a licensee.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15. Does the applicant, as listed on line 2 of this application, have legal possession of the premises by ownership, lease or other arrangement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Ownership <input type="checkbox"/> Lease <input type="checkbox"/> Other (Explain in Detail) _____		
a. If leased, list name of landlord and tenant, and date of expiration, exactly as they appear on the lease:		
Landlord	Tenant	Expires
b. Is a percentage of alcohol sales included as compensation to the landlord? If yes, complete question 16.		
		<input type="checkbox"/> <input checked="" type="checkbox"/>
c. Attach a diagram that designates the area to be licensed in black bold outline (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8 1/2" X 11".		
16. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies) will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business? Attach a separate sheet if necessary.		
Last Name	First Name	Date of Birth
FEIN or SSN	Interest/Percentage	
Last Name	First Name	Date of Birth
FEIN or SSN	Interest/Percentage	
Attach copies of all notes and security instruments and any written agreement or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation.		
17. Optional Premises or Hotel and Restaurant Licenses with Optional Premises:		
Has a local ordinance or resolution authorizing optional premises been adopted?		<input type="checkbox"/> <input type="checkbox"/>
Number of additional Optional Premise areas requested. (See license fee chart)		
18. For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include a diagram of the service area and documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.		
19. Liquor Licensed Drugstore (LLDS) applicants, answer the following:		
a. Is there a pharmacy, licensed by the Colorado Board of Pharmacy, located within the applicant's LLDS premise?		<input type="checkbox"/> <input type="checkbox"/>
If "yes" a copy of license must be attached.		



Name <b>Sopris Lodge</b>	Type of License <b>Tavern</b>	Account Number
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20. Club Liquor License applicants answer the following: Attach a copy of applicable documentation

a. Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain? ☐

b. Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain? ☐

c. How long has the club been incorporated?

d. Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above? ☐

21. Brew-Pub, Distillery Pub or Vintner's Restaurant applicants answer the following:

a. Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached) ☐ ☐

22. Campus Liquor Complex applicants answer the following:

a. Is the applicant an institution of higher education? Yes ☐ No ☐

b. Is the applicant a person who contracts with the institution of higher education to provide food services? ☐

If "yes" please provide a copy of the contract with the institution of higher education to provide food services.

23. For all on-premises applicants:

a. Hotel and Restaurant, Lodging and Entertainment, Tavern License and Campus Liquor Complex, the Registered Manager must also submit an Individual History Record  
- DR 8404-I and fingerprint submitted to approved State Vendor through the Vendor's website. See application checklist, Section IV, for details.

b. For all Liquor Licensed Drugstores (LLDS) the Permitted Manager must also submit a Manager Permit Application  
- DR 8000 and fingerprints

Last Name of Manager <b>LUCIANO</b>	First Name of Manager <b>Michael</b>
----------------------------------------	-----------------------------------------

24. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number. ☐ ☒

25. Related Facility - Campus Liquor Complex applicants answer the following: Yes ☐ No ☒

a. Is the related facility located within the boundaries of the Campus Liquor Complex?  
If yes, please provide a map of the geographical location within the Campus Liquor Complex.  
If no, this license type is not available for issues outside the geographical location of the Campus Liquor Complex.

b. Designated Manager for Related Facility- Campus Liquor Complex

Last Name of Manager	First Name of Manager
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26. Tax Information. Yes ☐ No ☒

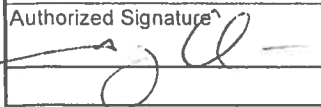
a. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? ☐ ☒

b. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? ☐ ☒

27. If applicant is a corporation, partnership, association or limited liability company, applicant must list all Officers, Directors, General Partners, and Managing Members. In addition, applicant must list any stockholders, partners, or members with ownership of 10% or more in the applicant. All persons listed below must also attach form DR 8404-I (Individual History Record), and make an appointment with an approved State Vendor through their website. See application checklist, Section IV, for details.

Name	Home Address, City & State	DOB	Position	%Owned
<b>TERRY CLAASSEN</b>		<b>12-1</b>	<b>MANAGER MEM</b>	<b>1%</b>
<b>STEVE LEONARD</b>		<b>12-1</b>	<b>MANAGER MEM</b>	<b>7%</b>
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned

\*\* If applicant is owned 100% by a parent company, please list the designated principal officer on above.  
 \*\* Corporations - the President, Vice-President, Secretary and Treasurer must be accounted for above (Include ownership percentage if applicable)  
 \*\* If total ownership percentage disclosed here does not total 100%, applicant must check this box:  
☒ Applicant affirms that no individual other than these disclosed herein owns 10% or more of the applicant and does not have financial interest in a prohibited liquor license pursuant to Article 3 or 5, C.R.S.

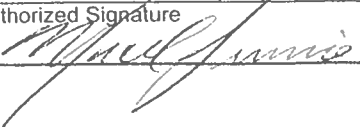
Name <u>Sopri's Lodge</u>		Type of License <u>Tavern</u>	Account Number	
<b>Oath Of Applicant</b>				
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer Code which affect my license.				
Authorized Signature 		Printed Name and Title <u>TERRY CLANSSEN, MMNA-R2</u>		Date <u>3/25/2021</u>
<b>Report and Approval of Local Licensing Authority (City/County)</b>				
Date application filed with local authority <u>March 25, 2021</u>		Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application) <u>April 27, 2021</u>		
The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) or a DR 8000 (Manager Permit) has been:				
<input type="checkbox"/> Fingerprinted <input checked="" type="checkbox"/> Subject to background investigation, including NCIC/CCIC check for outstanding warrants				
That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with and aware of, liquor code provisions affecting their class of license				
(Check One)				
<input type="checkbox"/> Date of inspection or anticipated date _____ <input checked="" type="checkbox"/> Will conduct inspection upon approval of state licensing authority				
<input type="checkbox"/> Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1,500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of > 10,000?				Yes No <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3,000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of < 10,000?				<input type="checkbox"/> <input type="checkbox"/>
NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.				
<input type="checkbox"/> Does the Liquor-Licensed Drugstore (LLDS) have at least twenty percent (20%) of the applicant's gross annual income derived from the sale of food, during the prior twelve (12) month period?				<input type="checkbox"/> <input type="checkbox"/>
The foregoing application has been examined, and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 44, Article 4 or 3, C.R.S., and Liquor Rules. Therefore, this application is approved.				
Local Licensing Authority for		Telephone Number		<input type="checkbox"/> Town, City <input type="checkbox"/> County
Signature	Print	Title	Date	
Signature	Print	Title	Date	

## Individual History Record

To be completed by the following persons, as applicable: sole proprietors; general partners regardless of percentage ownership, and limited partners owning 10% or more of the partnership; all principal officers of a corporation, all directors of a corporation, and any stockholder of a corporation owning 10% or more of the outstanding stock; managing members or officers of a limited liability company, and members owning 10% or more of the company; and any intended registered manager of Hotel and Restaurant, Tavern and Lodging and Entertainment class of retail license

**Notice:** This individual history record requires information that is necessary for the licensing investigation or inquiry. All questions must be answered in their entirety or the license application may be delayed or denied. If a question is not applicable, please indicate so by "N/A". **Any deliberate misrepresentation or material omission may jeopardize the license application.** (Please attach a separate sheet if necessary to enable you to answer questions completely)

1. Name of Business Sopris Lodge Senior Living		Home Phone Number 970 379 1122	Cellular Number	
2. Your Full Name (last, first, middle) Luciano, Michael, S		3. List any other names you have used None		
4. Mailing address (if different from residence) Same		Email Address mluciano@wellage.com		
5. List current residence address. Include any previous addresses within the last five years. (Attach separate sheet if necessary)				
Street and Number		City, State, Zip		From To
Current 166 Swinging Bridge Ln.		Basalt, Colorado 81621		06/15/04 04/30/21
Previous				
6. List all employment within the last five years. Include any self-employment. (Attach separate sheet if necessary)				
Name of Employer or Business	Address (Street, Number, City, State, Zip)		Position Held	From To
JJ Senior Living LLC	12136 West Bayaud Ave. Lakewood, CO.		Executive Directo	07/27/20 04/30/21
Renew Management LLC	2800 Midland Ave. Glenwood Springs, CO		Executive Directo	02/04/19 03/13/20
Self Employed			Real Estate Broke	06/15/95 02/04/19
7. List the name(s) of relatives working in or holding a financial interest in the Colorado alcohol beverage industry.				
Name of Relative	Relationship to You	Position Held	Name of Licensee	
None				
8. Have you ever applied for, held, or had an interest in a Colorado Liquor or Beer License, or loaned money, furniture, fixtures, equipment or inventory to any licensee? (If yes, answer in detail.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
9. Have you ever received a violation notice, suspension, or revocation for a liquor law violation, or have you applied for or been denied a liquor or beer license anywhere in the United States? (If yes, explain in detail.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				

10. Have you ever been convicted of a crime or received a suspended sentence, deferred sentence, or forfeited bail for any offense in criminal or military court or do you have any charges pending? (If yes, explain in detail.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No									
11. Are you currently under probation (supervised or unsupervised), parole, or completing the requirements of a deferred sentence? (If yes, explain in detail.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No									
12. Have you ever had any professional license suspended, revoked, or denied? (If yes, explain in detail.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No									
<b>Personal and Financial Information</b>									
Unless otherwise provided by law, the personal information required in question #13 will be treated as confidential. The personal information required in question #13 is solely for identification purposes.									
13a. Date of Birth		b. Social Security Number		c. Place of Birth			d. U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
e. If Naturalized, state where				f. When		g. Name of District Court			
h. Naturalization Certificate Number			i. Date of Certification		j. If an Alien, Give Alien's Registration Card Number		k. Permanent Residence Card Number		
l. Height	m. Weight	n. Hair Color Brown	o. Eye Color Hazel	p. Gender M	q. Do you have a current Driver's License/ID? If so, give number and state. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No # _____ State <u>CO</u>				
14. Financial Information.									
a. Total purchase price or investment being made by the applying entity, corporation, partnership, limited liability company, other. \$ <u>N/A</u>									
b. List the total amount of the <b>personal</b> investment, made by the person listed on question #2, in this business including any notes, loans, cash, services or equipment, operating capital, stock purchases or fees paid. \$ <u>0</u>  * If corporate investment only please skip to and complete section (d) ** Section b should reflect the total of sections c and e									
c. Provide details of the personal investment described in 14b. You must account for all of the sources of this investment. (Attach a separate sheet if needed)									
<b>Type: Cash, Services or Equipment</b>				<b>Account Type</b>		<b>Bank Name</b>		<b>Amount</b>	
d. Provide details of the corporate investment described in 14 (a). You must account for all of the sources of this investment. (Attach a separate sheet if needed)									
<b>Type: Cash, Services or Equipment</b>				<b>Loans</b>	<b>Account Type</b>		<b>Bank Name</b>		<b>Amount</b>
e. Loan Information (Attach copies of all notes or loans)									
<b>Name of Lender</b>			<b>Address</b>			<b>Term</b>	<b>Security</b>	<b>Amount</b>	
<b>Oath of Applicant</b>									
I declare under penalty of perjury that this application and all attachments are true, correct, and complete to the best of my knowledge.									
Authorized Signature 				Print Signature Michael Luciano			Title Executive Director		Date 04/09/21

## Individual History Record

To be completed by the following persons, as applicable: sole proprietors; general partners regardless of percentage ownership, and limited partners owning 10% or more of the partnership; all principal officers of a corporation, all directors of a corporation, and any stockholder of a corporation owning 10% or more of the outstanding stock; managing members or officers of a limited liability company, and members owning 10% or more of the company; and any intended registered manager of Hotel and Restaurant, Tavern and Lodging and Entertainment class of retail license

<b>Notice:</b> This individual history record requires information that is necessary for the licensing investigation or inquiry. All questions must be answered in their entirety or the license application may be delayed or denied. If a question is not applicable, please indicate so by "N/A". Any deliberate misrepresentation or material omission may jeopardize the license application. (Please attach a separate sheet if necessary to enable you to answer questions completely)				
1. Name of Business <b>Pacific Senior Living Refund, LLC</b>		Home Phone Number —	Cellular Number <b>303 549 7111</b>	
2. Your Full Name (last, first, middle) <b>TERRANCE C. CLAASSEN</b>		3. List any other names you have used <b>TERRY</b>		
4. Mailing address (if different from residence) <b>650 LARANT LANE</b>		Email Address <b>terryclaassen@yahoo.com</b>		
5. List current residence address. Include any previous addresses within the last five years. (Attach separate sheet if necessary)				
	Street and Number	City, State, Zip	From	To
Current	<b>650 LARANT LANE</b>	<b>Glenwood Springs CO 81601</b>	<b>2002</b>	<b>2020</b>
Previous				
6. List all employment within the last five years. Include any self-employment. (Attach separate sheet if necessary)				
	Name of Employer or Business	Address (Street, Number, City, State, Zip)	Position Held	From To
	<b>TU Properties LLC</b>	<b>650 LARANT LANE</b>	<b>OWNER</b>	<b>1999 2020</b>
		<b>Glenwood Springs, CO 81601</b>		
7. List the name(s) of relatives working in or holding a financial interest in the Colorado alcohol beverage industry.				
	Name of Relative	Relationship to You	Position Held	Name of Licensee
	<b>None</b>			
8. Have you ever applied for, held, or had an interest in a Colorado Liquor or Beer License, or loaned money, furniture, fixtures, equipment or inventory to any licensee? (If yes, answer in detail.) <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>				
9. Have you ever received a violation notice, suspension, or revocation for a liquor law violation, or have you applied for or been denied a liquor or beer license anywhere in the United States? (If yes, explain in detail.) <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>				

10. Have you ever been convicted of a crime or received a suspended sentence, deferred sentence, or forfeited bail for any offense in criminal or military court or do you have any charges pending? (If yes, explain in detail.)										<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No																									
11. Are you currently under probation (supervised or unsupervised), parole, or completing the requirements of a deferred sentence? (If yes, explain in detail.)										<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No																									
12. Have you ever had any professional license suspended, revoked, or denied? (If yes, explain in detail.)										<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No																									
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13a. Date of Birth		b. Social Security Number		c. Place of Birth				d. U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																												
e. If Naturalized, state where				f. When		g. Name of District Court																														
h. Naturalization Certificate Number			i. Date of Certification		j. If an Alien, Give Alien's Registration Card Number			k. Permanent Residence Card Number																												
l. Height	m. Weight	n. Hair Color	o. Eye Color	p. Gender	q. Race	r. Do you have a current Driver's License/ID? If so, give number and state																														
		Brown	Blue	M	Caucasian	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> # _____ State <u>CO</u>																														
14. Financial Information.																																				
a. Total purchase price or investment being made by the applying entity, corporation, partnership, limited liability company, other.																																				
\$ <u>25,000</u>																																				
b. List the total amount of the personal investment, made by the person listed on question #2, in this business including any notes, loans, cash, services or equipment, operating capital, stock purchases or fees paid. \$ _____																																				
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** Section b should reflect the total of sections c and e																																				
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d. Provide details of the corporate investment described in 14 (a). You must account for all of the sources of this investment. (Attach a separate sheet if needed)																																				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Type: Cash, Services or Equipment</th> <th>Loans</th> <th>Account Type</th> <th>Bank Name</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Equipment</td> <td> </td> <td> </td> <td>ANB Bank</td> <td>25,000</td> </tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>												Type: Cash, Services or Equipment	Loans	Account Type	Bank Name	Amount	Equipment			ANB Bank	25,000															
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e. Loan Information (Attach copies of all notes or loans)																																				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Name of Lender</th> <th>Address</th> <th>Term</th> <th>Security</th> <th>Amount</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>												Name of Lender	Address	Term	Security	Amount																				
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<b>Oath of Applicant</b>																																				
I declare under penalty of perjury that this application and all attachments are true, correct, and complete to the best of my knowledge.																																				
Authorized Signature				Print Signature				Title		Date																										
				TERRY CLAASSEN				MANAGER of LLC		12/5/20																										

OFFICE OF THE SECRETARY OF STATE  
OF THE STATE OF COLORADO

## CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

Pacifica Senior Living RE Fund, LLC

is a

Limited Liability Company

formed or registered on 01/19/2017 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20171043154 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 03/03/2021 that have been posted, and by documents delivered to this office electronically through 03/05/2021 @ 08:05:48 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 03/05/2021 @ 08:05:48 in accordance with applicable law. This certificate is assigned Confirmation Number 12995033 .



*Jena Griswold*

Secretary of State of the State of Colorado

\*\*\*\*\*End of Certificate\*\*\*\*\*  
*Notice: A certificate issued electronically from the Colorado Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's Web site, <http://www.sos.state.co.us/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our Web site, <http://www.sos.state.co.us/> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."*

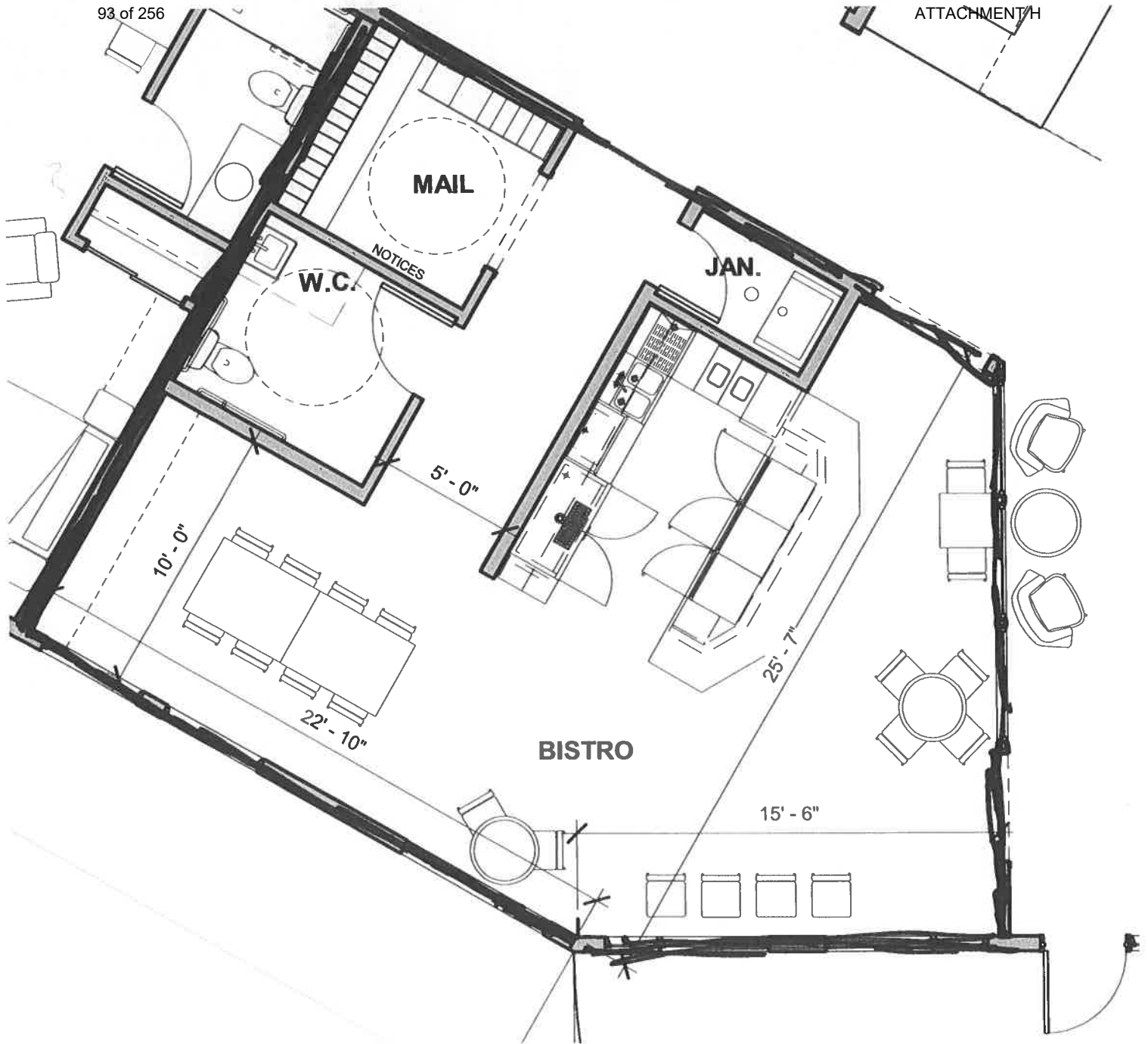




GROUND LEVEL: INDEPENDENT LIVING

SOPRIS LODGE





1

Sopris Lodge IL - BISTRO

 $3/16" = 1'-0"$



# Town of Carbondale Police Department

511 Colorado Avenue, Suite 911 Carbondale, Colorado 81623 (970) 963-2662

---

To: Mayor Dan Richardson and  
Carbondale Board of Trustees

From: Kirk Wilson  
Chief of Police, Carbondale Police Department

Ref.: Liquor License Special Event for the Dance Initiative

Date: April 21, 2021

I have found no records that would cause me to recommend denial of this liquor license special event application to serve alcohol at the Launchpad, 76 S 4th Street on:

September 4, 2021 from 5 pm – 10 pm

Megan Janssen / Event Manager

I recommend approval of this liquor license.

# TOWN OF CARBONDALE

## APPLICATION FOR A SPECIAL EVENTS PERMIT

IN ORDER TO QUALIFY FOR A SPECIAL EVENTS PERMIT, YOU **MUST BE NON-PROFIT**

AND ONE OF THE FOLLOWING:

<input checked="" type="checkbox"/>	SOCIAL	<input type="checkbox"/>	ATHLETIC	<input type="checkbox"/>	PHILANTHROPIC INSTITUTION
<input type="checkbox"/>	FRATERNAL	<input type="checkbox"/>	CHARTERED BRANCH, LODGE OR CHAPTER	<input type="checkbox"/>	POLITICAL CANDIDATE
<input type="checkbox"/>	PATRIOTIC	<input type="checkbox"/>	OF A NATIONAL ORGANIZATION OR SOCIETY	<input type="checkbox"/>	MUNICIPALITY
<input type="checkbox"/>	POLITICAL	<input type="checkbox"/>	RELIGIOUS INSTITUTION		

<b>TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR:</b> <input checked="" type="checkbox"/> MALT, VINOUS AND SPIRITUOUS LIQUOR \$50 PER DAY	<b>LIQUOR PERMIT NUMBER</b>  
<b>1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE</b> Dance Initiative	<b>STATE SALES TAX NUMBER (REQUIRED)</b>  
<b>2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL PARTY</b> 76 S 4th Street, Carbondale CO 81623	<b>3. ADDRESS OF SPECIAL EVENT</b> 76 S 4th Street, Carbondale CO 81623
<b>NAME</b> 4. PRES/SEC'Y OF ORG. OR POLITICAL CANDIDATE Megan Janssen	<b>DATE OF BIRTH</b>  
<b>EMAIL ADDRESS</b> 5. EVENT MANAGER Megan Janssen	<b>PHONE NUMBER</b>  
6. HAS APPLICANT ORGANIZATION OR POLITICAL CANDIDATE BEEN ISSUED A SPECIAL EVENT PERMIT THIS CALENDAR YEAR? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES HOW MANY DAYS? ____	7. IS PREMISES NOW LICENSED UNDER STATE LIQUOR OR BEER CODE? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES TO WHOM? <u>Carbondale Arts</u>
8. DOES THE APPLICANT HAVE POSSESSION OR WRITTEN PERMISSION FOR THE USE OF THE PREMISES TO BE LICENSED? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES HOW MANY DAYS? <u>1</u>	

LIST BELOW THE EXACT DATES(S) FOR WHICH APPLICATION IS BEING MADE FOR PERMIT

Date <u>Sept 4</u> Hours From <u>5PM</u> m To <u>10PM</u> m	Date Hours From m To m	Date Hours From m To m	Date Hours From m To m
-------------------------------------------------------------------	------------------------------	------------------------------	------------------------------

### OATH OF APPLICANT

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge

SIGNATURE <i>Megan Janssen</i>	TITLE Executive Director	DATE 4/8/21
--------------------------------	-----------------------------	----------------

### REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 12, Article 48, C.R.S., as amended

**THEREFORE, THIS APPLICATION IS APPROVED.**

SIGNATURE	TITLE	DATE
LOCAL LICENSING AUTHORITY	ATTEST	

OFFICE OF THE SECRETARY OF STATE  
OF THE STATE OF COLORADO

## CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

Dance Initiative, Inc.

is a

Nonprofit Corporation

formed or registered on 03/14/2016 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20161181516 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 04/07/2021 that have been posted, and by documents delivered to this office electronically through 04/08/2021 @ 16:27:20 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 04/08/2021 @ 16:27:20 in accordance with applicable law. This certificate is assigned Confirmation Number 13083902 .



*Jena Griswold*

Secretary of State of the State of Colorado

\*\*\*\*\*End of Certificate\*\*\*\*\*

*Notice: A certificate issued electronically from the Colorado Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's Web site, <http://www.sos.state.co.us/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our Web site, <http://www.sos.state.co.us/> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."*

## Narrative of alcohol being served by Dance Initiative on June 26, August 21, and September 4, 2021

Dance Initiative will be hosting dance performances on June 26<sup>th</sup>, August 21<sup>st</sup>, and September 4<sup>th</sup> of 2021. These events will be open to the public and ticketed. After each performance, Dance Initiative is hosting a light cocktail hour with beer and wine in a designated area that requires identification upon entering.

June 26: Thompson House Grounds – Resident Artist Netta Yerushalmy will perform outdoors and DI will have a fenced-off beer/wine area on the south side of the museum building. We will have a dedicated bartender and ID checker.

August 21: Thompson House Grounds - CoMotion, the Roaring Fork's only resident dance company, will have its annual Repertory Performance outdoors. DI will have a fenced-off beer/wine area on the south side of the museum building. We will have a dedicated bartender and ID checker.

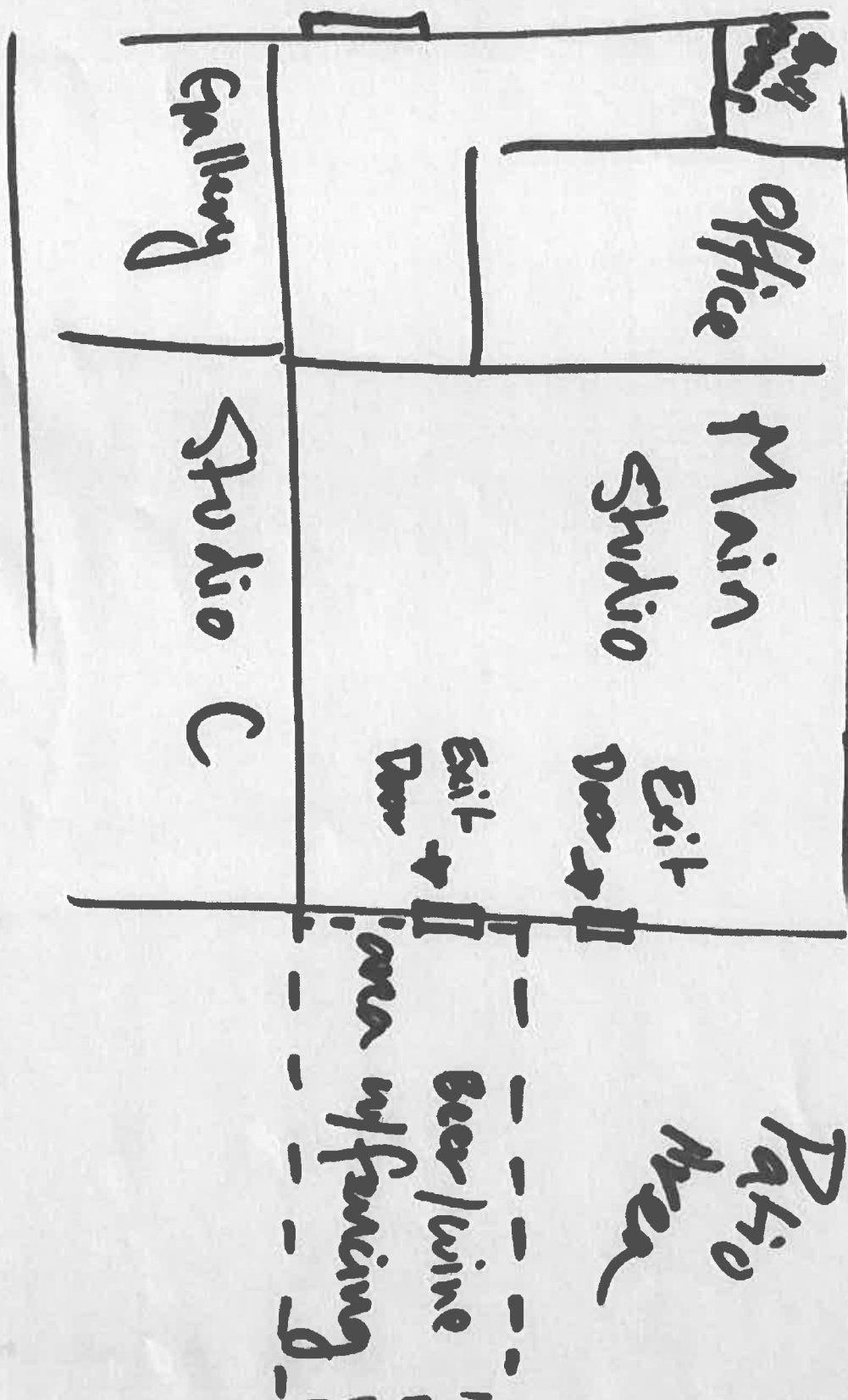
September 4: The Launchpad – Resident Artist Kizuna Dance Company will perform in the main studio of The Launchpad and after the show, The Launchpad Patio will be fenced off for beer/wine. We will have a dedicated bartender and ID checker.

N ↑

45

Front Door

# The Launchpad





# Town of Carbondale Police Department

511 Colorado Avenue, Suite 911 Carbondale, Colorado 81623 (970) 963-2662

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To: Mayor Dan Richardson and  
Carbondale Board of Trustees

From: Kirk Wilson  
Chief of Police, Carbondale Police Department

Ref.: Liquor License Special Event for Carbondale Clay Center to be held on  
May 1, 2021 from 4pm-6pm and May 22, 2021 from 5 pm – 9 pm.

Date: April 12, 2021

I have found no records that would cause me to recommend denial of this liquor license special event application to serve alcohol on May 1, 2021 from 4pm-6pm and May 22, 2021 from 5 pm – 9 pm at 135 Main Street .

Angela Bruno / Event Manager

I recommend approval of this liquor license.

✓ poster  
✓ police background

# TOWN OF CARBONDALE

## APPLICATION FOR A SPECIAL EVENTS PERMIT

IN ORDER TO QUALIFY FOR A SPECIAL EVENTS PERMIT, YOU **MUST BE NON-PROFIT**

AND ONE OF THE FOLLOWING:

<input checked="" type="checkbox"/> SOCIAL	<input type="checkbox"/> ATHLETIC	<input type="checkbox"/> PHILANTHROPIC INSTITUTION
<input type="checkbox"/> FRATERNAL	<input type="checkbox"/> CHARTERED BRANCH, LODGE OR CHAPTER	<input type="checkbox"/> POLITICAL CANDIDATE
<input type="checkbox"/> PATRIOTIC	<input type="checkbox"/> OF A NATIONAL ORGANIZATION OR SOCIETY	<input type="checkbox"/> MUNICIPALITY
<input type="checkbox"/> POLITICAL	<input type="checkbox"/> RELIGIOUS INSTITUTION	

<b>TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR:</b> <input checked="" type="checkbox"/> MALT, VINOUS AND SPIRITUOUS LIQUOR \$50 PER DAY		<b>LIQUOR PERMIT NUMBER</b> 03-05953	
<b>1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE</b> Carbondale Clay Center		<b>STATE SALES TAX NUMBER (REQUIRED)</b> 98-13139-000	
<b>2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL PARTY</b> 135 Main St. Carbondale, CO 81623		<b>3. ADDRESS OF SPECIAL EVENT</b> 135 Main St. Carbondale, CO 81623	
<b>NAME</b>	<b>DATE OF BIRTH</b>	<b>EMAIL ADDRESS</b>	<b>PHONE NUMBER</b>
4. PRES/SEC'Y OF ORG. OR POLITICAL CANDIDATE Cate Tallmadge			
5. EVENT MANAGER Angela Bruno			
6. HAS APPLICANT ORGANIZATION OR POLITICAL CANDIDATE BEEN ISSUED A SPECIAL EVENT PERMIT THIS CALENDAR YEAR? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES HOW MANY DAYS?		7. IS PREMISES NOW LICENSED UNDER STATE LIQUOR OR BEER CODE? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES TO WHOM?	
8. DOES THE APPLICANT HAVE POSSESSION OR WRITTEN PERMISSION FOR THE USE OF THE PREMISES TO BE LICENSED? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES HOW MANY DAYS? 2			

LIST BELOW THE EXACT DATES(S) FOR WHICH APPLICATION IS BEING MADE FOR PERMIT

Date 5/1/21 - May Hours From 4pm m To 6pm m	Date Hours From m To m	Date May - 5/22/2021 Hours From 5pm m To 9pm m	Date Hours From m To m
---------------------------------------------------	------------------------------	------------------------------------------------------	------------------------------

### OATH OF APPLICANT

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge

SIGNATURE 	TITLE Executive Director	DATE 4/9/2021
-----------------------------------------------------------------------------------------------	-----------------------------	------------------

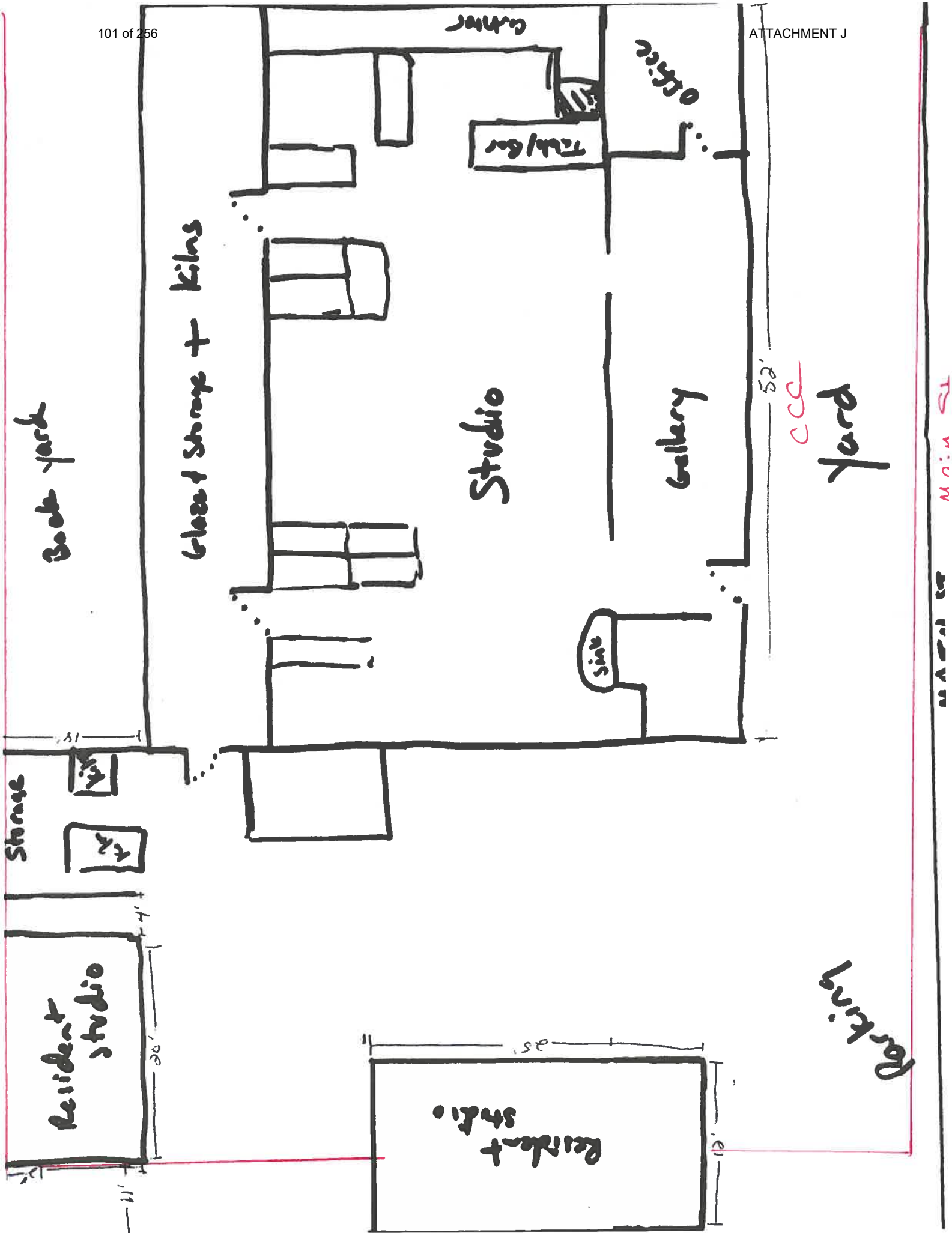
### REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 12, Article 48, C.R.S., as amended

**THEREFORE, THIS APPLICATION IS APPROVED.**

SIGNATURE	TITLE	DATE
LOCAL LICENSING AUTHORITY	ATTEST	





Reception No. \_\_\_\_\_  
 Recorded at \_\_\_\_\_ o'clock \_\_\_\_\_



513457 09/10/1997 03:49P B1033 P251 432  
 1 of 1 R 6.00 D 29.00 N 0.00 GARFIELD CLERK

121

### WARRANTY DEED

THIS DEED, Made this **8th** day of **September**, 1997, between  
**135 MAIN STREET, LLC.**  
 A COLORADO LIMITED LIABILITY COMPANY

of the said County of **GARFIELD** and State of **COLORADO**, grantor, and  
**CARBONDALE CLAY CENTER, A COLORADO NON-PROFIT CORPORATION**

DOC FEE \$29.00

whose legal address is **135 MAIN STREET**

**CARBONDALE, CO 81623**

of the said County of **GARFIELD** and State of **COLORADO**, grantee:

**WITNESSETH**, That the grantor for and in consideration of the sum of **Ten dollars and other good and valuable consideration** DOLLARS, the receipt and sufficiency of which is hereby acknowledged, has granted, bargained, sold and conveyed, and by these presents does grant, bargain, sell, convey and confirm, unto the grantee, his heirs and assigns forever, all the real property together with improvements, if any, situate, lying and being in the said County of **GARFIELD** and State of Colorado described as follows:

**LOTS 20, 21, 22 AND 23 AND  
 THE WEST 8 FEET OF LOT 24  
 BLOCK 1**

**ORIGINAL TOWNSITE OF CARBONDALE**

**COUNTY OF GARFIELD  
 STATE OF COLORADO**

**GARFIELD COUNTY ASSESSORS NO: 2393-344-01-008  
 PROVIDED FOR INFORMATIONAL PURPOSES ONLY**

also known by street and number as: **135 MAIN STREET, CARBONDALE, CO 81623**

**TOGETHER** with all and singular the hereditaments and appurtenances thereto belonging, or in anywise appertaining, and the reversion and reversions, remainder and remainders, rents, issues and profits thereof, and all the estate, right, title, interest, claim and demand whatsoever of the grantor, either in law or equity, of, in and to the above bargained premises, with the hereditaments and appurtenances.

**TO HAVE AND TO HOLD** the said premises above bargained and described, with the appurtenances, unto the grantee, his heirs and assigns forever. And the grantor, for himself, his heirs, and personal representatives, does covenant, grant, bargain, and agree to and with the grantee, his heirs and assigns, that at the time of the enrolling and delivery of these presents, he is well seized of the premises above conveyed, has good, sure, perfect, absolute and indefeasible estate of inheritance, in law, in fee simple, and has good right, full power and lawful authority to grant, bargain, sell and convey the same in manner and form as aforesaid, and that the same are free and clear from all former and other grants, bargains, sales, liens, taxes, assessments, encumbrances and restrictions of whatever kind or nature soever, except easements, restrictions, reservations and rights of way of record, or situate and in use, and real property taxes for the year 1997, not yet due or payable.

The grantor shall and will **WARRANTY AND FOREVER DEFEND** the above-bargained premises in the quiet and peaceable possession of the grantee, his heirs and assigns, against all and every person or persons lawfully claiming the whole or any part thereof. The singular number shall include the plural, the plural the singular, and the use of any gender shall be applicable to all genders.

**IN WITNESS WHEREOF**, the grantor has executed this deed on the date set forth above.

*John Caroline and Joan Caroline by  
 Thomas L. Adkison Attorney in Fact*  
**JOHN CAROLINE AND JOAN CAROLINE AS MEMBERS AND MANAGERS BY THOMAS L. ADKISON  
 AS THEIR ATTORNEY IN FACT**

*Karin J. Caroline by  
 Thomas L. Adkison Attorney in Fact*  
**KARIN J. CAROLINE BY THOMAS L. ADKISON AS HER ATTORNEY IN FACT**

271017

OFFICE OF THE SECRETARY OF STATE  
OF THE STATE OF COLORADO

## CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

CARBONDALE CLAY CENTER

is a

Nonprofit Corporation

formed or registered on 08/14/1997 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 19971129392 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 04/08/2021 that have been posted, and by documents delivered to this office electronically through 04/09/2021 @ 10:01:31 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 04/09/2021 @ 10:01:31 in accordance with applicable law. This certificate is assigned Confirmation Number 13085029 .



*Jena Griswold*

Secretary of State of the State of Colorado

\*\*\*\*\*End of Certificate\*\*\*\*\*

*Notice: A certificate issued electronically from the Colorado Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's Web site, <http://www.sos.state.co.us/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our Web site, <http://www.sos.state.co.us/> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."*

# Valley Meals and More

*a program of Senior Matters*

*Carbondale Board of Trustees  
Program Update*

*Board of Trustees Meeting  
April 27, 2021*

# From the Pivot >>> Rebuilding

COVID identified gaps in services in Carbondale region

- Home delivered meal program
  - Food insecurity throughout all ages
  - Communication/Information to no/low tech residents
  - Transportation challenges for older adults
  - Advocacy for older adults – locally and regionally
- nutrition • transportation • housing • healthcare/in-home services

Post pandemic recovery >>> Build Back Better

Resilient • Sustainable • Inclusive • Collaborative

American Rescue Funding - Food Security Allocation

# Older Adults in Carbondale Area

- **3002 residents** 60y+ in Valley Meals service area of Garfield County (30% of total older adult County population)\*
- **1722 residents** 60y+ are residents of the Town of Carbondale (32% of Carbondale registered voters; 25.7% total population)\*
- 23% (**690 in Carbondale region\*\***) 60y+ adults report at least a minor problem with having enough food to eat\*\*\*
- 41% (**1231 in Carbondale region**) 60y+ report having difficulty maintaining a healthy diet\*\*\*

*\* Voter Registration Lists – March 25, 2021*

*\*\* Carbondale region defined as Town of Carbondale and surrounding areas of unincorporated Garfield County – voting precincts 1-6 not including residents of Glenwood Springs*

*\*\*\* Community Assessment Survey of Older Adults in Garfield County (2018)*



Precinct 8

Precinct 9

Precinct 6

Precinct 5

Precinct 10

Precinct 13

Precinct 4

Precinct 3

Precinct 2

Precinct 1

## Active Registered Voters 60+ Years of Age

Voters by Precinct:

Precinct 1 - 487

Precinct 2 - 669

Precinct 3 - 566

Precinct 4 - 662

Precinct 5 - 567

Precinct 6 - 51 (outside of city of Glenwood Springs)

Valley Meals and More region: 3002 older adults



Revision 2: 3/25/2021



# Home Delivered Meals

Current Average:	5-80 to 135 individuals
Meals Served Daily	
2020 High/Low:	89 in December / 8 in March
Cost per meal:	\$12 (food, staff, packaging, bags)
Current cost per day:	\$900 - \$996
One week of meals:	\$4500- \$4980*
Meals served in 2020:	13,582 (May-December) 20,373 annualized

\*Put back into local economy via participating restaurants



# Loneliness/Isolation

## *More than the meals ... connection to community*

- 39% (**1171 in Carbondale region**) Garfield County 60y+ adults feel lonely or isolated\*
- 42% (**1261 in Carbondale region**) Garfield County 60y+ adults report feeling depressed\*
- 30% of the Colorado 60y+ population live alone (**900 in Carbondale region**)
- 38% of adults over 65y in Colorado live alone (**1141 in Carbondale region**)  
Percentage living alone goes up as population ages

# Food Insecurity

***Food Insecurity Definition: Access to affordable quality food***

## **60y+ in Garfield County**

- 50% report having at least a minor problem accessing affordable quality food (equates to **886 residents** in Valley Meals delivery region)
- 23% have at least a minor problem having enough food to eat (**690 residents** in Valley Meals delivery region)
- 41% experience challenges maintaining a healthy diet (**1231 residents** in Valley Meals delivery region)

## **Why?**

- Pride / Stigma / Shame / Misinformation about food resources
- Confusing or limited program information and resources
- Isolation / Depression
- Transportation challenges

# Proposed Food Distribution Program

*Reaching more isolated, lonely older adults in Carbondale region*

- Summer 2021 – Valley Meals Fresh Finds Saturday Market
- Produce, meal boxes & accompanying healthy recipes
- Biweekly on Saturdays / Hwy 133 & Euclid Ave
- Partners: Food Bank of the Rockies, Lift Up, Pitkin County, Local Farmers & Roaring Fork Family Practice
- Town of Carbondale collaborative opportunities: Communication/outreach, permitting, volunteers, health/nutrition classes, social settings



## Mission

To enhance the wellness of older adults in the region by providing access to nutritious daily meals, connection to community members, and access to support services, to allow older residents to age in place, safely, independently and with dignity.

## Vision

To collaborate with public and private partners throughout the region to provide meals and services to allow older adults to remain in their homes and/or within their community for as long as they desire.

**Contact:** Mary Kenyon • [mary@valleymealsandmore.com](mailto:mary@valleymealsandmore.com) • 970-274-2632




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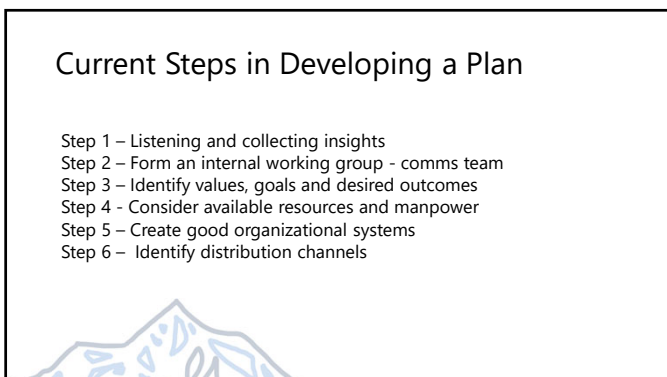
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## Values

- Inclusiveness
- Personal Connection
- Proactive
- Authenticity
- Accurate
- Transparent
- Timeliness
- No-promotion of a particular point-of-view (open)
- Integrity
- Affordable
- Equitable access to public process
- Sincere
- Spanish Language




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## Goals and Desired Outcomes

### Elements of the Plan Should Include:

- Spanish Speaking Community – specific strategies
- Strategies for creating ways people feel heard
- Good communication systems in place
- Citizens have a role and a voice
- Consistent communications
- Ways to build trust through consistency communications and increased engagement
- Increase outreach to local media (English and Spanish)
- How do we evolve with technology
- Beyond check the boxes
- Communications Tool Kit




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## Where do people get information in Carbondale?

- **Sopris Sun**
- **KDNK**
- **First Fridays**
- **Town Website**
- *Weekly Email from Jay*
- *Carbondale Chamber*
- *Carbondale Facebook Pages*
- *Carbondale based Instagram*
- *Streamed public meetings*




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### Comms Team Feedback

- Flow of communication is important
  - *How we distribute and through what channels*
- Leads for each announcement, outreach, initiative
- Information addresses community questions
- Pro-Active - accurate information to dispel rumors
- Celebrate Stories – tell positive stories
- Visually consistent brand




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### Flow of information is important

- |                                                                                                                                                                        |  |                                                                                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Parks and Recreation Lead</li> <li>• Public Works Lead</li> <li>• Police Lead</li> <li>• Communications Consultant</li> </ul> |  | <ul style="list-style-type: none"> <li>• Messaging</li> <li>• Distribution Channels</li> <li>• Methods</li> </ul> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------------------------------------------------------------------------------------|




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### Steps to Good Engagement

- 1 Define the issue, determine who is affected
- 2 Create mini-plan
- 3 Share foundational information
- 4 Identifying resources
- 5 Evaluate issues
- 6 Follow up
- 7 Plan ahead for big initiatives




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Next Steps

- ✓ Finalize draft plan
- ✓ Seek out public participation on the plan
- ✓ Implement new initiatives



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**TOWN OF CARBONDALE  
511 COLORADO AVENUE  
CARBONDALE, CO 81623**

**Board of Trustees Agenda Memorandum**

Meeting Date: April 27, 2021

**TITLE:** Carbondale Center Place – First Amendment to Subdivision Improvements Agreements for Lot 1 and Lot 2

**SUBMITTING DEPARTMENT:** Public Works Department

**ATTACHMENTS:** First Amendment to Subdivision Improvements Agreement Lot 1  
First Amendment to Subdivision Improvements Agreement Lot 2

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**BACKGROUND**

The subdivision improvements agreements (SIAs) for the Carbondale Center Place Project were approved by the Board on March 23, 2021. The SIAs included provisions requiring the Developers to construct public improvements as part of the development. These public improvements included constructing new curb and gutter, new entrances, new drywells, new sidewalks and landscaping along Colorado Avenue.

The Board will be considering awarding the Colorado Avenue Sewer project this evening. The purpose of this project is to replace the existing 10" sewer main in Colorado Avenue between 11<sup>th</sup> Street and SH-133. The need for this upsizing has been noted in past utility master plans. Originally this project was intended to be built last fall as part of the 1201 Main project with the Town reimbursing the Developer for the cost of the project. However, the lowest quote received by the developer was approximately 31% higher than the estimated cost, so the decision was made to do a public bid this spring.

**DISCUSSION**

Since the timing of the Colorado Avenue Sewer project would coincide with work on the Carbondale Center Place project, alternate bid items were included in the Colorado Avenue Sewer project for the curb and gutter, new entrances, new drywells and paving for the Carbondale Center Place project. These were added in an attempt to minimize disruptions to traffic as well as local residents and business. On March 16, 2021, the Town solicited bids for the Colorado Avenue Sewer Project, and on April 16<sup>th</sup>, the bids were opened. The low base bid was \$284,446.00, and the low base bid plus alternates was \$355,802.00.

The Developers of Carbondale Center Place, Lot 1 and Lot 2, have agreed to reimburse the Town for costs associated with constructing the public improvements which were included as alternate bid items as part of the Colorado Avenue Sewer project. The attached amendments to the Lot 1 and Lot 2 SIAs formalize this reimbursement arrangement with the Town.

It should be noted that the numbers in the agreements are proportional, estimated costs of completing the alternate bid items which are attributable to each Lot. Based on the agreements, the final reimbursement will be made based on actual costs including any change orders necessary to complete these items.

### **FISCAL ANALYSIS**

Below is an analysis that shows that the cost to the Town, based on both the base bid and the alternate bid would remain the same:

	Cost for Base Bid	Cost for Base Bid plus Alternates
Town	\$284,446.00	\$284,446.00
Lot 1	\$ 0.00	\$ 23,785.00
Lot 2	\$ 0.00	\$ 47,571.00
Total:	\$284,446.00	\$355,802.00

### **RECOMMENDATION**

Staff recommends the following motion: **I move to approve, and authorize the Mayor to execute, the First Amendments to the Subdivision Improvements Agreements for both Lot 1 and Lot 2 of the Carbondale Center Place Project.**

Prepared By: Kevin Schorzman

\_\_\_\_\_  
Town Manager

**FIRST AMENDMENT TO  
SUBDIVISION IMPROVEMENTS AGREEMENT  
CARBONDALE CENTER PLACE SUBDIVISION EXEMPTION LOT 1  
TOWN OF CARBONDALE, COLORADO**

This FIRST AMENDMENT TO SUBDIVISION IMPROVEMENTS AGREEMENT (“First Amendment”) is made and entered into between the Town of Carbondale, Colorado (“Town”), and Carbondale Center Place, LLC, a Colorado limited liability company (referred to herein as “Developer”) (each individually a “Party” and collectively the “Parties”) to become effective April 27, 2021, regardless of the date when the Parties actually sign it.

**Recitals**

a. The Parties previously entered into that certain Subdivision Improvements Agreement dated March 23, 2021, and recorded in the Garfield County real property records at Reception No. \_\_\_\_\_ (the “SIA”) concerning construction of certain public and private improvements related to the property described on **Exhibit A** to the SIA (the “Property”).

b. The SIA contemplates that Developer would be obligated to construct the “Public Improvements” as described on **Exhibits B and C** to the SIA.

c. The Town has recently bid, and on April 27, 2021, intends to award, the Colorado Avenue Sewer Project to the lowest responsive and responsible bidder.

d. The bid includes several alternate bid items that are considered Public Improvements, for which the Developer is responsible under the SIA. Said Public Improvements include, but are not limited to: removal of asphalt, removal of handicap ramp and curb and gutter, 4” thick asphalt pavement, final grading, curb and gutter construction, entrances and drywells within the public street right-of-way for Colorado Avenue.

e. In lieu of constructing the portions of the Colorado Avenue Sewer Project that are included in the “Public Improvements” required by the SIA, the Developer is willing to instead reimburse the Town for the costs associated with the Town constructing these improvements.

NOW THEREFORE, for and in consideration of the mutual promises set forth herein, and other good consideration, the sufficiency of which is acknowledged, the Parties hereby agree to amend the SIA as follows:

1. The following terms shall be added to the end of Section 4.b of the SIA:

“The total estimated cost of completing those Public Improvements attributable to Lot 1 and Lot 2, which were included as alternate bid items in the Colorado Avenue Sewer Project, is \$71,356.00. The Developer agrees

to reimburse the Town for the portion of these improvements attributable to Lot 1 (presently estimated to be approximately \$23,785) within 45 days of receiving an invoice from the Town. The Town will reasonably and promptly notify Developer of any change orders presented by the Contractor. The final reimbursement to the Town will be based on actual costs incurred by the Town in association with constructing said Public Improvements for Lot 1, including any change orders directly attributable to the construction of the Public Improvements for Lot 1.”

2. The following terms shall be added to the end of Section 8 of the SIA:

“However, the Developer will not be required to warrant the installation of any Public Improvements attributable to Lot 1 which are constructed as part of the alternate bid items in the Colorado Avenue Sewer Project. The contractor selected by the Town to construct the Colorado Avenue Sewer Project will provide the Town with a separate warranty as to these items.”

3. The following terms shall be added directly after the second sentence in the third paragraph of Section 15 of the SIA:

“If the Developer fails to reimburse the Town for the portion of the Public Improvements, attributable to Lot 1, and constructed as part of the Colorado Avenue Sewer Project within 45 days of receiving an invoice from the Town, the Developer will be considered in default of its obligations under the SIA, and the Town may proceed to draw upon the Security provided thereunder for purposes of fulfilling the Developer’s reimbursement obligations, together with recovery of any fees or costs incurred by the Town in connection with enforcement of the SIA.”

4. The following terms shall be added to the end of the fourth paragraph of Section 15 of the SIA:

“Provided that the Developer has reimbursed the Town for the costs associated with the portion of Public Improvements to be constructed by the Town as part of the Colorado Avenue Sewer Project, the Developer may include the reimbursement amount in any request for partial release of the Security for which the Developer applies pursuant to this Section 15.”

5. Except as amended hereby, the SIA shall remain in full force and effect.

6. This First Amendment shall be recorded in the Garfield County real property records at the expense of the Developer.

**THE TOWN OF CARBONDALE**  
**a Colorado home rule municipal corporation**

By: \_\_\_\_\_  
 Dan Richardson, Mayor

Date: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
 Cathy Derby, Town Clerk

STATE OF COLORADO                    )  
                                                   ) ss.  
 COUNTY OF GARFIELD                )

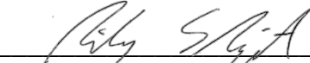
The above and foregoing document was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_ 2021, by Dan Richardson, as Mayor for the Town of Carbondale and by Cathy Derby as Town Clerk for the Town of Carbondale.

Witness my hand and official seal.  
 My commission expires:

\_\_\_\_\_  
 Notary Public

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**DEVELOPER:****CARBONDALE CENTER PLACE LLC  
a Colorado limited liability company**

By:   
Riley Soderquist, Manager

Date: 4/22/21

STATE OF COLORADO                    )  
                                                           ) ss.  
 COUNTY OF \_\_\_\_\_ )

The above and foregoing document was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_ 2021, by \_\_\_\_\_ as Manager of Carbondale Center Place LLC, a Colorado limited liability company.

Witness my hand and official  
 My commission expires:

\_\_\_\_\_  
 Notary Public

ssboyppm.DOCX

**FIRST AMENDMENT TO  
SUBDIVISION IMPROVEMENTS AGREEMENT  
CARBONDALE CENTER PLACE SUBDIVISION EXEMPTION LOT 2  
TOWN OF CARBONDALE, COLORADO**

This FIRST AMENDMENT TO SUBDIVISION IMPROVEMENTS AGREEMENT ("First Amendment") is made and entered into between the Town of Carbondale, Colorado ("Town"), and Stein Properties LP, a California limited partnership (referred to herein as "Developer") (each individually a "Party" and collectively the "Parties") to become effective April 27, 2021, regardless of the date when the Parties actually sign it.

**Recitals**

a. The Parties previously entered into that certain Subdivision Improvements Agreement dated March 23, 2021, and recorded in the Garfield County real property records at Reception No. \_\_\_\_\_ (the "SIA") concerning construction of certain public and private improvements related to the property described on *Exhibit A* to the SIA (the "Property").

b. The SIA contemplates that Developer would be obligated to construct the "Public Improvements" as described on *Exhibits B and C* to the SIA.

c. The Town has recently bid, and on April 27, 2021, intends to award, the Colorado Avenue Sewer Project to the lowest responsive and responsible bidder.

d. The bid includes several alternate bid items that are considered Public Improvements, for which the Developer is responsible under the SIA. Said Public Improvements include, but are not limited to: removal of asphalt, removal of handicap ramp and curb and gutter, 4" thick asphalt pavement, final grading, curb and gutter construction, entrances and drywells within the public street right-of-way for Colorado Avenue.

e. In lieu of constructing the portions of the Colorado Avenue Sewer Project that are included in the "Public Improvements" required by the SIA, the Developer is willing to instead reimburse the Town for the costs associated with the Town constructing these improvements.

NOW THEREFORE, for and in consideration of the mutual promises set forth herein, and other good consideration, the sufficiency of which is acknowledged, the Parties hereby agree to amend the SIA as follows:

1. The following terms shall be added to the end of Section 4.b of the SIA:

"The total estimated cost of completing those Public Improvements attributable to Lot 1 and Lot 2, which were included as alternate bid items in the Colorado Avenue Sewer Project, is \$71,356.00. The Developer agrees

to reimburse the Town for the portion of these improvements attributable to Lot 2 (presently estimated to be approximately \$47,571) within 45 days of receiving an invoice from the Town. The Town will reasonably and promptly notify Developer of any change orders presented by the Contractor. The final reimbursement to the Town will be based on actual costs incurred by the Town in association with constructing said Public Improvements for Lot 2, including any change orders directly attributable to the construction of the Public Improvements for Lot 2.”

2. The following terms shall be added to the end of Section 8 of the SIA:

“However, the Developer will not be required to warrant the installation of any Public Improvements attributable to Lot 2 which are constructed as part of the alternate bid items in the Colorado Avenue Sewer Project. The contractor selected by the Town to construct the Colorado Avenue Sewer Project will provide the Town with a separate warranty as to these items.”

3. The following terms shall be added directly after the second sentence in the third paragraph of Section 15 of the SIA:

“If the Developer fails to reimburse the Town for the portion of the Public Improvements, attributable to Lot 2, and constructed as part of the Colorado Avenue Sewer Project within 45 days of receiving an invoice from the Town, the Developer will be considered in default of its obligations under the SIA, and the Town may proceed to draw upon the Security provided thereunder for purposes of fulfilling the Developer’s reimbursement obligations, together with recovery of any fees or costs incurred by the Town in connection with enforcement of the SIA.”

4. The following terms shall be added to the end of the fourth paragraph of Section 15 of the SIA:

“Provided that the Developer has reimbursed the Town for the costs associated with the portion of Public Improvements to be constructed by the Town as part of the Colorado Avenue Sewer Project, the Developer may include the reimbursement amount in any request for partial release of the Security for which the Developer applies pursuant to this Section 15.”

5. Except as amended hereby, the SIA shall remain in full force and effect.

6. This First Amendment shall be recorded in the Garfield County real property records at the expense of the Developer.



**THE TOWN OF CARBONDALE**  
**a Colorado home rule municipal corporation**

By: \_\_\_\_\_  
 Dan Richardson, Mayor

Date: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
 Cathy Derby, Town Clerk

STATE OF COLORADO                    )  
                                                   ) ss.  
 COUNTY OF GARFIELD                )

The above and foregoing document was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_ 2021, by Dan Richardson, as Mayor for the Town of Carbondale and by Cathy Derby as Town Clerk for the Town of Carbondale.

Witness my hand and official seal.  
 My commission expires:

\_\_\_\_\_  
 Notary Public

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*TA*

**DEVELOPER:**

**STEIN PROPERTIES LP**  
a California limited partnership

By: Thomas J. Smith, CFO  
of Blyco Realty, general partner

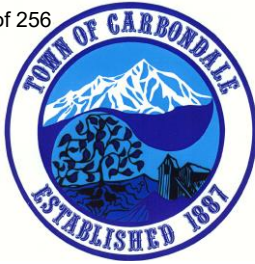
Date: 4/22/21

STATE OF COLORADO )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

The above and foregoing document was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_ 2021, by \_\_\_\_\_ as general partner of Stein Properties LP, a California limited partnership.

Witness my hand and official  
My commission expires:

**Notary Public**



# TOWN OF CARBONDALE

## PUBLIC WORKS

511 Colorado Avenue  
Carbondale, CO 81623

### Board of Trustees Agenda Memorandum

Meeting Date: April 27, 2021

**TITLE:** Colorado Avenue Sewer Project Agreement

**SUBMITTING DEPARTMENT:** Public Works

**ATTACHMENTS:** Colorado Avenue Sewer Project Agreement

#### BACKGROUND

On March 16, 2021, the Town solicited bids for the Colorado Avenue Sewer project. The request for bids was posted on the Town's website, advertised in the Sopris Sun and posted on the Western Colorado Contractors Association website.

#### DICUSSION

The purpose of this project is to replace the existing 10" sewer main in Colorado Avenue between 11<sup>th</sup> Street and SH-133. The need for this upsizing has been noted in past utility master plans. Originally this project was intended to be built last fall as part of the 1201 Main project with the Town reimbursing the Developer for the cost of the project. However, the lowest quote received by the developer was approximately 31% higher than the estimated cost of \$254,072.50. While staff felt that some of the increased cost may have been justified based on the need to detour northbound SH133 traffic and to accelerate the construction work in the northbound lanes of SH 133, the decision was made to do a public bid for the project this spring.

When final plans and specifications were developed for this spring's bid, alternate bid items were included in the project to complete necessary public improvements (curb and gutter, new concrete entrances, drywells, etc.) associated with the redevelopment of the Sopris Shopping Center (Carbondale Center Place). Contractors were asked to provide prices for the base bid (work associated just with the Colorado Avenue Sewer) as well as prices for the necessary public improvements related to Carbondale Center Place.

Bids were opened on April 16, 2021, and four bids were received. The lowest responsible and responsive bidder is Johnson Construction, Inc. out of Rifle. Bids received for this project were as follows:

Company	Location	Base Bid	Base Bid Plus Alternates
Johnson Construction, Inc.	Rifle, CO	\$284,446.00	\$355,802.00
Nottingham Excavating & Trucking, Inc.	Eagle, CO	\$337,042.71	No Alternate Bid Submitted
Stutsman Gerbaz Earthmoving, Inc.	Snowmass, CO	\$441,877.20	No Alternate Bid Submitted
Heyl Construction, Inc.	Silt, CO	\$458,488.00	\$531,893.00

Johnson Construction has completed two projects in town in the past four years. They were the prime contractor on the 3<sup>rd</sup> Street project from Sopris to Main in 2017, and they were the prime contractor on the Snowmass Drive Trail project in 2018. Both projects were completed successfully and there was good cooperation with Town staff.

Depending on the outcome of the previous agenda item related to amendments to the SIAs for Lot 1 and Lot 2 of Carbondale Center Place, staff would recommend one of two options:

- If the SIA amendments are approved, staff recommends that the board consider awarding both the base bid and the alternate bid.
- If the SIA amendments are not approved, staff recommends awarding only the base bid.

### **FISCAL ANALYSIS**

While the bids were approximately 12% above the estimate prepared for the DIA for the 1201 Main project, staff believes this is reasonable and is mostly related to the detour and work in the northbound lanes of SH 133. It should be noted that the low bid is approximately \$48,400 less than the low quote received for this work last fall.

Regardless of whether or not the alternate bid is awarded, the Town's initial cost for the project remains the same at \$284,446.00 (subject to final quantity measurements and any change orders encountered during the construction.) If the SIA amendments are approved and the alternate bid is awarded, the additional difference \$71,356.00 (subject to final quantity measurements and any change orders associated with the alternate bid items) will be reimbursed by the Developers of Lots 1 and 2 of Carbondale Center Place.

### **RECOMMENDED MOTION**

Staff recommends that the following motion be approved: **I move to approve both the base and alternate bid, and authorize the Mayor to sign, the Colorado Avenue Sewer Main Replacement Project agreement with Johnson Construction Inc.** If the SIA amendments from the previous agenda item are not approved, modify the motion above to only approve the base bid.

Prepared by: Kevin Schorzman

**2021 Town of Carbondale Colorado Avenue Sewer Main Replacement Project**  
**CONSTRUCTION AGREEMENT**

THE AGREEMENT, made this 27<sup>th</sup> day of April, 2021, by and between **The Town of Carbondale**, Colorado, a Colorado home rule municipal corporation, hereinafter called "OWNER" and **Johnson Construction, Inc.**, a Colorado corporation, hereinafter called "CONTRACTOR".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The CONTRACTOR will commence and complete the construction of the:

Colorado Avenue Sewer Main Replacement Project  
(PROJECT)

2. The CONTRACTOR will furnish all of the material, supplies, tools, equipment, labor and other services necessary for the construction and completion of the PROJECT described herein.
3. The CONTRACTOR will commence the work required by the CONTRACT at an appropriate time in order to substantially complete the CONTRACT work by **June 30, 2021** unless the period for completion is extended otherwise by the CONTRACT DOCUMENTS.
4. The CONTRACTOR agrees to perform all of the WORK described in the CONTRACT DOCUMENTS and comply with the terms therein for the prices as shown in the BID schedule.
5. The term "CONTRACT DOCUMENTS" means and includes the following:
  - Invitation for Bid
  - Instructions to Bidders
  - General Conditions
  - Supplementary Conditions
  - Scope of Work
  - Bid Form
  - Bid Schedules
  - Bid Bond
  - Agreement
  - Notice of Award
  - Notice to Proceed
  - Change Order
  - Performance Bond
  - Payment Bond
  - Drawings, including any supplemental drawings and schedules, if any

SPECIFICATIONS Prepared or issued by Sopris Engineering, LLC dated March 24, 2021

ADDENDA:

No. 1 dated, April, 12, 2021

No. 2 dated, April 13, 2021

6. The OWNER will pay to the CONTRACTOR in the manner and at such times as set forth in the General Conditions such amounts as required by the CONTRACT DOCUMENTS.

7. This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement which shall be deemed an original on the date first above written.

(SEAL)

OWNER:

ATTEST:

Town of Carbondale, a Colorado home rule municipal corporation

\_\_\_\_\_  
Catherine B Derby, Town Clerk

By \_\_\_\_\_  
Dan Richardson, Mayor

(SEAL)

CONTRACTOR:

ATTEST:

Johnson Construction Inc., a Colorado Corporation

  
\_\_\_\_\_  
Name Michael Johnson

By   
\_\_\_\_\_  
Rob Bercher, Vice President

Title President

PO Box 1640  
Rifle, CO 81650

(970) 625-2251



**TOWN OF CARBONDALE  
511 COLORADO AVENUE  
CARBONDALE, CO 81623**

**Board of Trustees Agenda Memorandum**

Item No: 13  
Attachment L

Meeting Date: April 27, 2021

**TITLE:** Review of COVID-19 Emergency Order

**SUBMITTING DEPARTMENT:** Manager

**ATTACHMENTS:** Press Release from Garfield County 4/19/21  
Garfield County Resolution 2021-13  
Town of Carbondale Resolution No. 6 Series 2020, Emergency Declaration  
Town of Carbondale Ordinance No.5, Series 2020, Mask Order  
Draft Resolution 6, Series 2021

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**BACKGROUND:**

The Town of Carbondale declared an emergency on March 17, 2020 and it has remained in place since. The Town also passed an emergency ordinance requiring face masks in certain circumstances on May 12, 2020. On April 16<sup>th</sup>, the State turned over the authority for most health orders to local county boards of health, a state mask order is still in place based on certain case counts. Garfield County passed resolution 2021-13 on 4/19/21, a copy is attached.

**DISCUSSION:**

Vaccines became available for the general population 16 and over on April 2<sup>nd</sup>. As of Monday 4/19, Garfield County had a complete vaccination rate of 40% (of those eligible) and 52% of the eligible population had at least one shot. The County Health Department and their partners continue to expand the availability of vaccines. The County is still tracking case counts and they are slowly trending downward.

Town Staff has received feedback that Carbondale's mask order conflicts with the current state order and is creating some confusion. If the Town Board decides to leave the Carbondale order in place, staff recommends that it be modified to better align with the State's. The overall powers granted to the town administration in the Emergency Declaration are no longer necessary for the day-to-day operations of the Town.

If the Emergency Order is rescinded, the bag fee would be reinstated. Town Staff recommends providing a month grace period prior to collecting the fee to allow time for the Town and City Market to message the pending change.

**RECOMMENDATION:**

Town Staff recommends the Board of Trustees review the emergency order and decide if rescinding it is appropriate. Resolution 6, Series of 2021 rescinding the emergency order is attached for the Board's consideration.

Prepared By: Jay Harrington

JH  
Town Manager





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Garfield County Administration  
108 8<sup>th</sup> Street, Glenwood Springs, CO 81601

## PRESS RELEASE

04.19.21

### Garfield County resolution on COVID guidance

GARFIELD COUNTY, CO – During the April 19 Board of County Commissioners meeting, the board passed a [resolution](#) providing guidance following the expiration of the statewide COVID-19 dial executive orders. Counties are now able to implement regulations at the local level, though there are still some limited requirements being maintained across the state.

#### **Garfield County resolution**

The resolution encourages all citizens to continue to follow all five containment strategies to slow the spread of COVID-19:

- a. washing hands
- b. wearing masks while indoors and continuing to remain at least 6 feet away from non-household contacts
- c. avoiding large crowds
- d. staying home when sick and getting tested as soon as possible
- e. isolating/quarantining if testing positive.

Public Health will continue to maintain [COVID-19 data metrics](#), contact tracing, outbreak investigations, vaccinations, and regulatory authority for restaurant and food service entities.

All Garfield County businesses are encouraged to reopen to the extent each is comfortable and to make their own decisions about whether and to what extent to limit capacity or impose other safety measures, subject to remaining in compliance with any applicable municipal requirements and the continued state requirements.

## State Public Health Order 20-38

The State COVID-19 Dial has evolved into [Public Health Order 20-38: Limited COVID-19 Restrictions](#), that addresses large gatherings and other indoor high risk settings. [Summary of new state public health order](#)

**Masks:** are still required indoors in public places. Outdoor masks are no longer required.

The state public health order requires compliance with the current [executive mask order](#). For help, see the CDPHE [mask guidance](#). Masks are required in the following scenarios:

- For counties with a one week disease [incidence rate](#) in excess of 35 per 100,000
- Public indoor spaces where 10 or more unvaccinated individuals are present
- Employers must implement the [face covering requirements](#)
- Preschool through grade 12 schools (including extracurricular activities)
- Child care centers and services and indoor children's camps
- Public areas of state government facilities
- Congregate care facilities
- Prisons/Jails
- Emergency medical and other healthcare settings
- Personal services
- Limited healthcare settings

**Social distancing:** Individuals are encouraged to remain at least 6 feet away from non-household contacts, wash their hands, and wear a face covering to reduce the likelihood of disease transmission.

**Sector specific guidance (restaurants, places of worship, retail):** All sectors must follow [mask guidance](#) and CDPHE strongly suggests following the [sector guidance](#) for disease mitigation.

**Schools:** Schools are required to follow the CDPHE schools and child care outbreak guidance.

**Nursing homes:** PHO 20-20 orders are still in effect, providing requirements For Colorado Skilled Nursing Facilities, Assisted Living Residences, Intermediate Care Facilities, And Group Homes For COVID-19 Prevention And Response.

**Mass indoor gatherings** of 100-500 people, may operate at 100% capacity; must use masks and maintain 6' social distancing between parties of unvaccinated people. For events over 500 people, please contact Public Health at 970-625-5200 x 8120 or email [publichealthinfo@garfield-county.com](mailto:publichealthinfo@garfield-county.com).

**Outdoor events** do not need to consult with LPHA's with the following exception:

Outdoor ticketed, seated event venues in excess of 30,000 square feet require consultation between the local public health agency and CDPHE concerning capacity and disease mitigation practices.

CDPHE has the ability to enact additional restrictions for any county experiencing hospitalizations that threaten to exceed 85% of hospital or hospital system capacity.

The State Order became effective Friday, April 16, 2021 and will expire in 30 days unless extended, rescinded, superseded, or amended in writing.

- 30 -

## Media contact

Renelle Lott  
Chief Communications Officer  
Garfield County  
108 8<sup>th</sup> Street, Glenwood Springs, CO 81601  
970.384.3844 | office  
970.366.2275 | cell  
[rlott@garfield-county.com](mailto:rlott@garfield-county.com)  
[www.garfield-county.com](http://www.garfield-county.com)

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[www.garfield-county.com](http://www.garfield-county.com)

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STATE OF COLORADO )  
 ) ss.  
 COUNTY OF GARFIELD )

At a special meeting of the Board of County Commissioners for Garfield County, Colorado, held at the County Administration Building in Glenwood Springs on Monday, the 16 th day of December 2020, there were present:

Tom Jankovsky, Commissioner  
Mike Samson, Commissioner  
John Martin, Commissioner Chairman  
Tari Williams, County Attorney  
Kevin Batchelder, County Manager  
Jean Alberico, Clerk to the Board

when the following proceedings, among others were had and done, to-wit:

### RESOLUTION NO. 2021-13

#### RESOLUTION DECLARING GARFIELD COUNTY LOCAL GUIDANCE FOLLOWING STATEWIDE LIMITATION ON COVID-19 RESTRICTIONS

A. On March 20, 2020, Garfield County Public Health ("GCPH") issued a Public Health Order declaring that all state orders will be deemed effective and enforceable in Garfield County as soon as they are announced. That Order remains in effect to this day.

B. On March 15, 2021, the Garfield County Board of County Commissioners (the "BOCC") sent a letter to Governor Polis petitioning him to immediately adopt a plan that would allow the State of Colorado and Garfield County to reopen, remove restrictions on the economy and allow citizens to exercise their own personal responsibility to determine how best to protect their health and financial interests. (see Exhibit A).

C. On April 15, 2021, the Colorado Department of Public Health and Environment ("CDPHE") issued Public Health Order 20-38 (Exhibit B), which supersedes existing PHO 20-36 regarding the COVID-19 Dial and PHO 20-29 involving voluntary and elective surgeries. In other words, although the Dial and applicable guidance will remain a viable measure of virus activity and of ongoing safeguards, statewide restrictions no longer accompany the Dial designations. Instead, PHO 20-38 implements reduced restrictions for individuals, businesses, activities, and hospital reporting requirements in the ongoing prevention of the spread of COVID-19 in Colorado.

D. The CDPHE's reduced COVID-19 restrictions now apply only to face covering requirements, work accommodations in business and government entities, mass indoor gatherings when more than 100 are gathered in a room in a public indoor space, outdoor ticketed seated event venues in excess of 30,000 square feet, and schools and child care. (Order, section I.A-D). In addition, Hospital facility reporting requirements remain in place, as do PHO 20-20 setting requirements for Skilled Nursing Facilities, Assisted Living Residences, Intermediate Care

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04/19/2021 03:00:15 PM Jean Alberico  
2 of 14 Rec Fee:\$0.00 Doc Fee:\$0.00 GARFIELD COUNTY CO

Facilities and Group Homes, PHO 20-23 regarding laboratory data reporting, and PHO 20-37 regarding vaccine access and data reporting (see Order I.H and Findings ¶ 5).

E. Of note, face coverings are still required in the settings originally defined in Executive Order D 2020-138, as most recently amended in D 2021-079 and now included in PHO 20-38 I.A.1. (a)-(h). Face coverings are not required outdoors or in most Public Indoor Spaces unless and until a one week incidence rate in excess of 35 per 100,000 is reached, in which case face covering will be required in Public Indoor Spaces where 10 or more unvaccinated individuals or individuals of unknown vaccination status are present.

F. PHO 20-38 became immediately effective in Garfield County.

G. As currently ordered, the CDPHE will not reverse this limitation on restrictions unless and until a county's resident hospitalizations threaten to exceed 85% of hospital or hospital system capacity, at which time the CDPHE has reserved the right to implement additional restrictions in that county to mitigate disease transmission. (see Order I.E)

H. The BOCC recognizes that the pandemic is not over and that as state restrictions decline the burden of preventing virus spread becomes a local issue. Going forward, Garfield County will treat COVID-19 like all other communicable diseases as defined by the CDPHE and the CDC.

I. The BOCC also recognizes that it is time to move Garfield County residents and economy forward and strike a locally appropriate balance between the serious need to continue to curtail virus spread with the need to ensure small businesses and the local economy can open to the extent that each is comfortable. The ability to determine how to balance these competing priorities is finally moving from the state to local governments, individuals, and businesses, each of whom must stay informed about the virus activity in Garfield County in order to make informed decisions about how to conduct themselves.

**NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:** The Board of County Commissioners, sitting as both the BOCC and the Garfield County Board of Health, hereby:

1. Encourages all Garfield County citizens to continue to follow all five containment strategies that have shown to be effective in slowing the spread of the COVID-19 virus:

- a. Wash your hands
- b. Wear a mask while indoors and continue to remain at least 6 feet away from non-household contacts
- c. Avoid large crowds
- d. Stay home when sick and seek testing for COVID-19 right away, and
- e. Isolate or quarantine if you test positive or have been in close contact with someone who tests positive.

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2. Encourages all citizens to remain aware of the COVID-19 metrics that Garfield County Public Health will continue to publish on the county website. It will be up to everyone to make personally appropriate decisions.

3. Encourages all Garfield County businesses to reopen to the extent each is comfortable and to make their own decisions about whether and to what extent to limit capacity or impose other safety measures, subject of course to remaining in compliance with any applicable municipal requirements and the continued state requirements.

4. Directs the Garfield County Public Health Department to:

- a. Continue to offer and support vaccinations to all citizens 16 years and older.
- b. Continue to maintain County data metrics regarding the County's experience with COVID-19, including case counts, case rates, number of hospitalizations, outbreaks, and variants and to make that data available to the public.

5. Reminds all citizens that COVID-19 is a communicable disease and that Garfield County Public Health will follow all standard communicable disease control measures to investigate and trace all outbreaks in accordance with CDC guidelines.

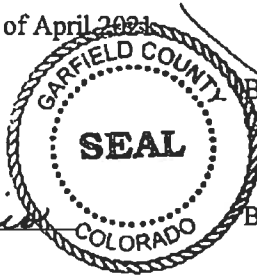
6. Reminds all restaurant and food service entities that Garfield County Public Health retains regulatory authority for consumer protection independent of COVID-19 restrictions and will continue to exercise that authority, which does include education before enforcement.

7. This resolution shall take effect immediately upon signature.

DATED this 17<sup>th</sup> day of April 2021

ATTEST:

*Jean M Alberloo*  
 Clerk to the Board



BOARD OF COUNTY COMMISSIONERS OF  
 GARFIELD COUNTY, STATE OF COLORADO

By: *[Signature]*

Chairperson

Upon motion duly made and seconded the foregoing Resolution was adopted by the following vote:

Tom Jankovsky Aye  
Mike Samson Aye  
John Martin Aye  
 Commissioners



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## Attachment A

### **BOCC March 15, 2021 Letter to Governor Polis**

**Tom Jankovsky**  
District 1

**John Martin, Chair**  
District 2

**Mike Samson, Chair Pro Tem**  
District 3

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March 15, 2021

Governor Jared Polis  
Office of the Governor  
State Capitol Building  
200 E. Colfax Ave., Rm. 136  
Denver, CO, 80203

Dear Governor Jared Polis,

The Garfield County Board of County Commissioners is hereby petitioning the Governor of the State of Colorado to immediately adopt a plan that will allow the State of Colorado and Garfield County to reopen. As a result of the drastic decreasing numbers in the COVID infection and hospitalization rates and the positive vaccinations in our county, there is no longer a need to impose all the measures to restrict the economy and to prohibit our citizens from exercising their own personal responsibility to determine how best to protect their health and financial interest.

The Board is concerned about ongoing business restrictions and closures, personal restrictions, and harm to the economy and the public welfare due to overly broad State government action.

What started as a need to severely restrict businesses and personal liberties for a short period of time to "flatten the curve" and protect the hospital and health care system turned into more than 350 Executive Orders. There is no guarantee that jobs and income losses will ever be fully restored. The negative impacts to the mental health of our citizens, young and old, from these closures has greatly increased.

The health care system, our citizens, and essential workers, including our local teachers have responded heroically. The number of people with some level of immunity to COVID-19, either through contraction of the disease and/or receiving a COVID-19 vaccine has increased dramatically and Garfield County is approaching herd immunity, with over 40% of the citizens of Garfield County having received their first vaccine and especially amongst the most vulnerable with 82% over 70 years of age.

The State of Colorado has not issued any guidance or criteria to indicate what reopening looks like, or requirements for any citizen or business.

The board believes that the State's mandated restrictions continue to unreasonably infringe on personal rights as well as life, liberty, and property interests of Garfield County businesses and citizens.

108 8th Street, Suite 101 • Glenwood Springs, CO 81601  
Office: 970-945-5004 • Fax: 970-945-7785



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Our citizens continue to express concerns to the Board in increasing numbers, that the County should not be involved in the governor's executive orders, and the guaranteed freedoms they have been deprived of by their state. Our citizens also compare us to surrounding counties and are asking questions, why the citizens of these counties are not following your executive orders.

The Board does not wish to mislead any person or business that Garfield County has the authority to allow reopening without potentially severe repercussions to any business from other entities but can only assure such individuals and businesses that no retribution should come from the County.

Garfield County is requesting that the State immediately issue a full reopening plan so that the public is fully aware of when and how normal activity can occur without further Government restrictions. The board believes that Garfield County citizens are fully capable of exercising personal responsibility and making meaningful and safe decisions with the respect to their personal health circumstances, jobs, businesses, and personal lives and will do so far better than government.

The Board of County Commissioners of the County of Garfield, State of Colorado will uphold their oaths of office, support the Constitution of the United States and the State of Colorado, and hereby petitions the state to immediately, fully, and safely reopen our State and County.

Sincerely,



John Martin, Chairman



Mike Samson



Tom Jankovsky

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Attachment B

**CDPHE April 15, 2021 PHO 20-38**



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Attachment B

**CDPHE April 15, 2021 PHO 20-38**



**COLORADO**  
Department of Public  
Health & Environment

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**PUBLIC HEALTH ORDER 20-38**  
**LIMITED COVID-19 RESTRICTIONS**  
**April 15, 2021**

**PURPOSE OF THE ORDER**

I am issuing this Public Health Order (PHO or Order) in response to the existence of thousands of confirmed and presumptive cases of Coronavirus disease 2019 (COVID-19) and related deaths across the State of Colorado. This Order supersedes PHO 20-36 COVID-19 Dial and PHO 20-29 Voluntary and Elective Surgeries and Procedures, and implements reduced restrictions for individuals, businesses and activities, as well as reporting requirements for hospitals, to prevent the spread of COVID-19 further in Colorado.

**FINDINGS**

1. Governor Polis issued **Executive Order D 2020 003** on March 11, 2020, declaring a disaster emergency in Colorado due to the presence of COVID-19. Since that time, the Governor has taken numerous steps to implement measures to mitigate the spread of disease within Colorado, and has further required that several public health orders be issued to implement his orders.
2. I have issued public health orders pertaining to the limitation of visitors and nonessential individuals in skilled nursing facilities, intermediate care facilities, and assisted living residences; defining the terms of the Governor's **Stay at Home, Safer at Home, and Protect our Neighbors** requirements as well as **Critical Business** designations; requiring hospitals to report information relevant to the COVID-19 response; and requiring the wearing of face coverings in the workplace and urging their use in public. These measures all act in concert to reduce the exposure of individuals to disease, and are necessary steps to protect the health and welfare of the public. Additionally, in reducing the spread of disease, these requirements help to preserve the medical resources needed for those in our communities who fall ill and require medical treatment, thus protecting both the ill patients and the healthcare workers who courageously continue to treat patients.
3. As of April 14, 2021, there have been 485,318 known cases of COVID-19 in Colorado, 26,661 Coloradans have been hospitalized and 6,319 Coloradans have died from COVID-19. Multiple sources of data show that COVID-19 transmission and the use of the hospital system due to COVID-19 have leveled off in Colorado.



## PHO 20-38 COVID-19 Restrictions

April 15, 2021

4. With the rescission of PHO 20-36 COVID-19 Dial, but the pandemic ongoing, it remains critical for individuals, communities, businesses, and governments to remain vigilant regarding the spread of COVID-19. Individuals are encouraged to remain at least 6 feet away from non-household contacts, wash their hands, and wear a face covering to reduce the likelihood of disease transmission. As we continue to combat COVID-19 in our communities, continuing some limited requirements to mitigate disease spread remain appropriate.

5. The following additional public health orders remain in effect:

- a. PHO 20-20 Requirements For Colorado Skilled Nursing Facilities, Assisted Living Residences, Intermediate Care Facilities, And Group Homes For COVID-19 Prevention And Response;
- b. PHO 20-33 Laboratory Data Reporting for COVID-19; and
- c. PHO 20-37 Vaccine Access And Data Reporting For COVID-19.

## INTENT

This Order includes limited requirements for individuals and businesses to mitigate the spread of COVID-19 in Colorado. The Order incorporates the requirements of **Executive Order D 2020 138**, as amended and extended by **Executive Order D 2020 164, D 2020 190, D 2020 219, D 2020 237, D 2020 245, D 2020 276, D 2020 281, D 2021 007, D 2021 035, D 2021 056, and D 2021 079** concerning face coverings. Additionally, the Order maintains some restrictions on certain activities while we continue to take steps to limit the spread of COVID-19 in Colorado, and includes a provision that authorizes CDPHE to require a county to comply with additional restrictions should certain metrics be met. The Order also includes hospital reporting requirements regarding bed capacity to provide the State with critical information to assess the status of the COVID-19 pandemic relative to the statewide capacity to provide necessary medical care and services to Coloradans.

## ORDER

This Order supersedes and replaces Public Health Orders 20-29 and 20-36, as amended, effective at 12:01 AM on Friday, April 16, 2021.

### I. COVID-19 RESTRICTIONS

#### A. FACE COVERINGS

- 1. Face coverings are required pursuant to **Executive Order D 2020 138**, as amended and extended by **Executive Order D 2020 164, D 2020 190, D 2020**

**PHO 20-38 COVID-19 Restrictions**  
**April 15, 2021**

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- 219, D 2020 237, D 2020 245, D 2020 276, D 2020 281, D 2021 007, D 2021 035, D 2021 056, and D 2021 079, for all individuals in the following settings:
- a. Preschool through grade 12 schools (including extracurricular activities), child care centers and services, and indoor children's camps;
  - b. Public areas of state government facilities, and areas in state government facilities where members of the public come into contact with state government employees;
  - c. Congregate care facilities, including nursing facilities, assisted living residences, intermediate care facilities, and group homes;
  - d. Prisons;
  - e. Jails;
  - f. Emergency medical and other healthcare settings (including hospitals, ambulance service centers, urgent care centers, non-ambulatory surgical structures, clinics, doctors' offices, and non-urgent care medical structures);
  - g. **Personal services;** and
  - h. **Limited healthcare settings.**
2. For counties with a one week disease incidence rate in excess of 35 per 100,000, face coverings are also required pursuant to **Executive Order D 2020 138**, as amended and extended, in a **Public Indoor Space**, as defined in **Executive Order D 2020 138**, as amended and extended, where 10 or more unvaccinated individuals or individuals of unknown vaccination status are present.
  3. Exceptions to the face covering requirements include
    - a. individuals 10 years of age or younger,
    - b. individuals who cannot medically tolerate a face covering, and
    - c. individuals participating in one of the activities described in Section II.I of **Executive Order D 2020 138**, as amended and extended.
  4. Face coverings may be removed in a school classroom setting for the limited purpose of playing an instrument that cannot otherwise be played while wearing a face covering.
  5. Nothing in this Order changes or abrogates the Centers for Disease Control and Prevention's (CDC) Order on January 29, 2021, requiring the wearing of masks by travelers to prevent the spread of COVID-19. All Coloradans must abide by the CDC's Order, which can be found at <https://www.cdc.gov/quarantine/masks/mask-travel-guidance.html>.

**B. ALL BUSINESSES AND GOVERNMENT ENTITIES.** All businesses and government entities shall comply with the requirements in this Section I.B.

1. **Work Accommodations.** Employers are strongly encouraged to provide reasonable work accommodations, including accommodations under the



**PHO 20-38 COVID-19 Restrictions**  
**April 15, 2021**

Americans with Disabilities Act (ADA) for individuals who cannot obtain access to COVID-19 vaccine or who for medical or other legal reasons cannot take a COVID-19 vaccine.

2. Face coverings. All employers must implement the face covering requirements in **Executive Order D 2020 138**, as amended and extended, as applicable.
3. Disease mitigation practices. Employers and sole proprietors are strongly encouraged to follow the best practices for disease mitigation found in CDPHE Guidance.

**C. MASS INDOOR GATHERINGS**

1. In addition to the requirements in Section I.B of this Order, the requirements in this Section I.C apply to **Mass Indoor Gatherings**.
2. When more than 100 people are gathered in a room in a **Public Indoor Space**, the setting may operate at 100% capacity not to exceed 500 people, with 6 feet distancing required between parties of unvaccinated people or when vaccination status is unknown. Existing approved variances remain in effect, including 5 Star Program approvals granted by a county. Venues may apply to their local public health agency for a variance to exceed 500 people, to be finally approved by CDPHE. These requirements do not apply to the following sectors:
  - a. Places of worship and associated ceremonies,
  - b. Retail services,
  - c. Restaurants that have sit-down dining and do not have unseated areas where 100 or more people could gather (such as dance floors or common gathering areas), and
  - d. School proms and graduations that wish to exceed these thresholds shall be subject to review and approval by local public health agencies in accordance with CDPHE prom and graduation guidance.
3. Face coverings are required for all individuals in a **Mass Indoor Gathering**, except in the following circumstances:
  - a. individuals 10 years of age or younger,
  - b. individuals who cannot medically tolerate a face covering, and
  - c. individuals participating in one of the activities described in Section II.I of **Executive Order D 2020 138**, as amended and extended.

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**D. OUTDOOR EVENTS**

1. Outdoor ticketed, seated event venues in excess of 30,000 square feet require CDPHE approval, in consultation with the local public health agency. Existing approved variances, including 5 Star Program approvals granted by a county, remain in effect.

**E. SCHOOLS AND CHILD CARE**

1. **Schools** and child care shall work with their local public health agencies as COVID-19 cases occur, and shall follow the CDPHE guidance for Cases and Outbreaks in Schools and Child Care.
2. **Schools** that are entirely remote learning due to ongoing COVID-19 cases and outbreaks shall not have in-person extracurricular activities.

**E. ADDITIONAL COUNTY RESTRICTIONS**

1. CDPHE may require counties whose resident hospitalizations threaten to exceed 85% of hospital or hospital system capacity to implement additional restrictions to mitigate disease transmission.

**II. HOSPITAL FACILITY REPORTING**

- A. COVID-19 Case Reporting.** All Colorado hospitals shall report to CDPHE in a form and format determined by CDPHE, certain information for all suspected (pending laboratory test) and confirmed (positive laboratory test) cases of COVID-19, including but not limited to:

1. race and ethnicity;
2. numbers of suspected and confirmed cases who are hospitalized, who are hospitalized and using a ventilator, or who are in the emergency department waiting for an inpatient bed;
3. numbers of suspected and confirmed cases who are discharged and in recovery;
4. deaths due to COVID-19; and
5. medical equipment and supply information, including but not limited to total bed and intensive care unit (ICU) bed capacity and occupancy, ventilator availability and utilization, and availability of N95 masks.

Reporting by hospitals shall be done in CDPHE's EMResource reporting system on a daily basis or as otherwise required by this Order.

- B. Hospital Bed Capacity Reporting.** All Colorado hospitals shall report to CDPHE the following in EMResource daily at 10:00 a.m.:



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1. The daily maximum number of beds that are currently or can be made available within 24 hours for patients in need of ICU level care; and
2. The daily maximum number of all staffed acute care beds, including ICU beds, available for patients in need of non-ICU hospitalization.

**III. DEFINITIONS**

- A. **Limited Healthcare Settings** means those locations where certain healthcare services are provided, including acupuncture (not related to personal services), athletic training (not related to personal services), audiology services, services by hearing aid providers, chiropractic care, massage therapy (not related to personal services), naturopathic care, occupational therapy services, physical therapy, and speech language pathology services.
- B. **Mass Indoor Gathering** is any indoor space where more than 100 unvaccinated individuals or individuals with unknown vaccination status are gathered in a room.
- C. **Personal Services** means services and products that are not necessary to maintain an individual's health or safety, or the sanitation or essential operation of a business or residence. **Personal Services** include, but are not limited to, personal training, dog grooming, or body art and also applies to noncritical professionals regulated by the Division of Professions and Occupations, within the Department of Regulatory Agencies (DORA) including but not limited to services provided by personal beauty professionals such as hairstylists, barbers, cosmetologists, estheticians, nail technicians, as well as massage therapists, whose work requires these professionals to be less than six feet from the person for whom the services are being provided.
- D. **Public Indoor Space** means any enclosed indoor area that is publicly or privately owned, managed, or operated to which individuals have access by right or by invitation, expressed or implied, and that is accessible to the public, serves as a place of employment, or is an entity providing services. **Public Indoor Space** does not mean a person's residence, including a room in a motel or hotel or a residential room for students at an educational facility.
- E. **School** means pre-kindergarten through 12th grade. A school includes all grade levels contained in a building or multiple buildings on a campus.

**IV. ENFORCEMENT**

This Order will be enforced by all appropriate legal means. Local authorities are encouraged to determine the best course of action to encourage maximum compliance. Failure to comply with

**PHO 20-38 COVID-19 Restrictions**  
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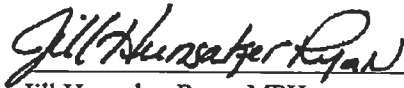
this order could result in penalties, including jail time, and fines, and may also be subject to discipline on a professional license based upon the applicable practice act.

**V. SEVERABILITY**

If any provision of this Order or the application thereof to any person or circumstance is held to be invalid, the remainder of the Order, including the application of such part or provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.

**VI. DURATION**

This Order shall become effective at 12:01 AM on Friday, April 16, 2021 and will expire in 30 days unless extended, rescinded, superseded, or amended in writing.



Jill Hunsaker Ryan, MPH  
Executive Director

April 15, 2021

Date

**TOWN OF CARBONDALE, COLORADO  
BOARD OF TRUSTEES**

**RESOLUTION NO. 6  
SERIES OF 2020**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF CARBONDALE,  
COLORADO, EXTENDING THE TOWN OF CARBONDALE EMERGENCY  
DECLARATION OF MARCH 17, 2020 FOR COVID-19 LOCAL DISASTER**

WHEREAS, pursuant to the Colorado Disaster Emergency Act, C.R.S., Section 24-33.5-701, et seq., the Town of Carbondale (“Town”) has identified a local disaster currently present in the Town, to wit, the occurrence or imminent threat of widespread or severe damage, injury or loss of life or property resulting from COVID-19 requiring emergency action to avert danger or damage and to protect public health; and

WHEREAS, the cost and magnitude of responding to and recovery from the impact of COVID-19 is far in excess of the Town’s available resources; and

WHEREAS the Colorado Governor Jared Polis and Colorado Department of Public Health and Environment have indicated the likelihood of community transmission of COVID-19 within the Town of Carbondale at the present time; and

WHEREAS, pursuant to C.R.S. § 24-33.5-709, on March 17, 2020, at \_\_\_\_\_ Mountain Daylight Time, the Town Manager declared a local disaster emergency. A copy of the declaration is attached hereto. Pursuant to C.R.S. § 24-33.5-709(1), the declaration shall not be continued or renewed for a period of in excess of seven days except by or with the consent of the Board of Trustees; and,

WHEREAS, the Board of Trustees finds that it is appropriate and in the interests of the public health, safety, and welfare and would further protect property, for the Board of Trustees to ratify the actions of the Town Manager and to extend the declaration until such time as the Board of Trustees terminates such declaration.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF CARBONDALE, COLORADO,

Section 1. That the Board of Trustees hereby confirms, determines, and declares that there is a local disaster in Carbondale, Colorado, to wit, the occurrence or imminent threat of widespread or severe damage, injury or loss of life or property resulting from COVID-19 virus, including the presences and likelihood of additional cases, requiring emergency action to avert danger or damage.

Section 2. That the effect of this declaration of disaster shall be to continue the response and recovery aspects of any and all applicable local and interjurisdictional disaster emergency plans and to authorize the furnishing of aid and assistance under such plans.

Section 3. That the Town Manager is directed and authorized to continue coordination with internal and external partners and to direct Town staff as appropriate and necessary to address the local

disaster emergency.

Section 4. That the Board of Trustees directs the Town Manager to implement steps for long term continuity of government services.

Section 5. That the Board of Trustees of the Town of Carbondale hereby adopts the Emergency Electronic Participation Policy, attached hereto as **Exhibit A** to remain in effect so long as the local emergency declaration confirmed by this Resolution remains in effect.

Section 6. That, for so long as a local emergency declaration is in effect, the Town Manager and Town Finance Director shall be and are authorized to pay Town bills and invoices in ordinary course, provided that the Board of Trustees shall ratify such payment(s) at the next regularly-scheduled meeting of the Board of Trustees.

Section 7. That the Board of Trustees may, in the future, make a supplemental budget appropriation to defray expenses resulting from the present local emergency or any future decrease in Town revenues related to the same.

Section 8. That the Board of Trustees hereby ratifies and adopts the actions of the Town Manager and hereby extends the Declaration of Local Disaster Emergency until such time as the Board of Trustees terminates such declaration.

Section 9. That the Town Clerk is directed to ensure this resolution and declaration is promptly filed with Garfield County and shall be distributed to the appropriate representatives of the news media.

BE IT FURTHER RESOLVED that this Resolution shall be effective upon the date and time given below.

INTRODUCED, READ AND ADOPTED by the Board of Trustees of the Town of Carbondale on the 17th day of March 2020, at\_\_p.m., Mountain Daylight Time

\_\_\_\_\_  
Dan Richardson, Mayor

I, Cathy Derby, duly appointed and acting Town Clerk do certify that the foregoing is a true and accurate copy of that resolution adopted by the Board of Trustees of the Town of Carbondale, Colorado, at a meeting held on March 17, 2020.

\_\_\_\_\_  
Cathy Derby, Town Clerk

**ORDINANCE NO. 5  
SERIES OF 2020**

**AN EMERGENCY ORDINANCE OF THE BOARD OF TRUSTEES  
OF THE TOWN OF CARBONDALE, COLORADO,  
REQUIRING THAT PERSONS UTILIZE FACE COVERINGS WITHIN THE  
TOWN OF CARBONDALE DURING THE COVID-19 PANDEMIC WHEN  
PUBLIC INTERACTION IS LIKELY**

**WHEREAS**, pursuant to the Colorado Disaster Emergency Act, C.R.S., Section 24-33.5-701, et seq., the Town of Carbondale has by adoption of Board of Trustee Resolution No. 6, Series of 2020 on March 17, 2020, and the Declaration of Local Disaster Emergency by the Town Manager on March 17, 2020, the Town of Carbondale has previously declared a local disaster currently existing in the Town of Carbondale due to the COVID-19 outbreak, the occurrence of which is an imminent threat to the health, safety and welfare of the Carbondale community;

**WHEREAS**, Colorado Governor Jared Polis, Colorado Department of Public Health and Environment, and Garfield County Public Health continue to indicate the likelihood of community transmission of COVID-19 within the Town of Carbondale; and

**WHEREAS**, the Board of Trustees has determined that an emergency exists because of the COVID-19 Pandemic, that it is necessary, desirable, appropriate and in the best interests of the Town, its citizens and inhabitants, to protect and preserve the public health, safety, peace, safety and welfare, that the Town enact an immediate requirement that all persons are required to wear face coverings when likely to encounter the public in the Town of Carbondale, except when certain activities necessitate the temporary removal of face coverings, as set forth below;

**WHEREAS**, pursuant to Section 3-7 of the Carbondale Home Rule Charter, the Board of Trustees is authorized to adopt and enforce such emergency ordinances as may be required to protect the public health, safety, and welfare; and

**WHEREAS**, Section 3-7 of the Carbondale Home Rule Charter further authorizes the Board to immediately implement an emergency ordinance by a vote of a quorum plus one so long as (1) the ordinance states that it is an emergency ordinance and (2) it describes the nature of the emergency.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF CARBONDALE, COLORADO, as follows:

**1.     Section One: Face Coverings Required.**

- (a)     “Face Covering” shall mean a uniform piece of material that securely covers a person’s nose and mouth and remains affixed in place without the use of one’s hands.

- (b) Face Coverings are required to be worn by all persons when entering and while inside public buildings or places of business at locations where public contact is likely, including but not limited to within all common areas and lobbies, at all front desks, within other public seating or waiting areas, and within all portions of retail grocery, and restaurant businesses that are accessible by customers.

**2. Section Two: Exceptions.**

Nothing herein shall require the wearing of face coverings by the following persons:

- (a) Persons under the age of two years;
- (b) Persons for whom a face covering would cause breathing impairment from an existing health condition; and
- (c) Persons working in an office who do not have any face-to-face interactions with the public.
- (d) Persons within bank lobbies if the bank posts signage on its public entrances that requires the removal of face masks for security reasons.
- (e) Owners or employees of professional office spaces that are not open to public.
- (f) Persons who need to temporarily remove face covering when required to perform a reasonably necessary activity in public (e.g. removing a mask to eat or drink at restaurants or other places of public accommodation, to receive dental services, etc.), to the extent such activity is allowed by applicable Garfield County or State of Colorado public health orders.

**3. Section Three: Penalties.**

- (a) Violations of this Ordinance shall be subject to the penalty provisions of Section 1-4-20 of the Carbondale Municipal Code.
- (b) At the discretion of the Officer, a penalty assessment may issue in the amount of Fifty Dollars (\$50.00) for a first offense; One

Hundred Dollars (\$100.00) for a second offense; and a summons to Municipal Court for any subsequent offense(s).

**4. Section Four. Termination.**

This Ordinance shall remain in effect until either:

- (a) Future Declaration of the Town Manager declaring the COVID-19 public health emergency has abated;
- (b) Repeal or amendment of this Ordinance by the Board of Trustees of the Town of Carbondale; or
- (c) If this Ordinance is superseded by a valid public health order by the State of Colorado or Garfield County that is more restrictive.

**5. Section Five: Effective Date.**

Because the Board of Trustees finds that it is necessary to adopt this ordinance as an emergency ordinance to protect the general health, safety and welfare of the citizens of the Town, this ordinance shall become effective immediately upon passage.

INTRODUCED, READ AND PASSED by a vote of \_\_\_\_ to \_\_\_\_ this 12th day of May, 2020.

THE TOWN OF CARBONDALE

\_\_\_\_\_  
Dan Richardson, Mayor

ATTEST:

\_\_\_\_\_  
Cathy Derby, Town Clerk



**TOWN OF CARBONDALE, COLORADO  
BOARD OF TRUSTEES**

**RESOLUTION NO. 6  
SERIES OF 2021**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF  
CARBONDALE, COLORADO, PROVIDING FOR TERMINATION OF THE  
DECLARATION OF LOCAL DISASTER EMERGENCY AND THE MASK ORDER**

WHEREAS, by adoption of Board of Trustee Resolution No. 6, Series of 2020 on March 17, 2020, and the Declaration of Local Disaster Emergency by the Town Manager on March 17, 2020, the Town of Carbondale previously declared a local disaster in the Town of Carbondale due to the COVID-19 outbreak; and

WHEREAS, the Town Board subsequently adopted Ordinance No. 5, Series of 2020 on May 12, 2020 (the "Mask Order"), which required that persons utilize face coverings within the Town of Carbondale during the COVID-19 Pandemic whenever public interaction is likely; and

WHEREAS, in recent weeks, effective vaccines for COVID-19 have begun to become available to all Carbondale area residents over the age of 16; and

WHEREAS, on April 15, 2021, the Colorado Department of Public Health and Environment ("CDPHE") issued Public Health Order ("PHO") 20-38, which superseded PHO 20-36 regarding the COVID-19 Dial and PHO 20-29 involving voluntary and elective surgeries; pursuant to new PHO 20-38, although the Dial and applicable guidance will remain a viable measure of virus activity and of ongoing safeguards, statewide restrictions will no longer accompany the Dial designations and, instead, PHO 20-38 implements reduced statewide restrictions for individuals, businesses, activities, and hospital reporting requirements in the ongoing prevention of the spread of COVID-19 in Colorado; and,

WHEREAS, pursuant to PHO 20-38, sub-sections 1.A.1 (a)-(h), face coverings are still required in certain indoor settings, face coverings are no longer required by the State outdoors or in most Public Indoor Spaces unless and until a one-week incidence rate in excess of 35 per 100,000 is reached, in which case face coverings will be required within Public Indoor Spaces where 10 or more unvaccinated individuals or individuals of unknown vaccination status are present; and,

WHEREAS, on April 19, 2021, the Garfield County Board of County Commissioners, acting as the Board of Health, adopted Resolution 21-13 in order to provide additional local guidance on COVID-19 restrictions following the relaxation of certain of the prior statewide restrictions; and

WHEREAS, although the Town of Carbondale recognizes that the pandemic is not over, and that as State restrictions decline the burden of preventing virus spread becomes more of a local issue, with the availability of vaccines in the Carbondale area, the Board of Trustees finds that it



is appropriate to terminate the Town's prior Declaration of Local Disaster Emergency, and for the Town to instead adopt the guidance set forth below.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF CARBONDALE, COLORADO:**

**Section 1.** Upon the Board of Trustees' adoption of this Resolution, the Town Manager is directed to issue a declaration that the COVID-19 public health emergency has abated at the present time.

**Section 2.** Upon the Town Manager's declaration that the local public health emergency has abated at this time, the Town's prior Mask Order shall be deemed rescinded per the terms of Ordinance No. 5, Series of 2020.

**Section 3.** The Board of Trustees encourages all Carbondale citizens to continue to follow all five containment strategies that have shown to be effective in slowing the spread of the COVID-19 virus, including:

- a. Wash your hands;
- b. Wear a mask while indoors and continue to remain at least 6 feet away from non-household contacts who are not fully vaccinated;
- c. Avoid large crowds;
- d. Stay home when sick and seek testing for COVID-19 right away; and
- e. Isolate or quarantine if you test positive or have been in close contact with someone who tests positive.

**Section 4.** The Board of Trustees also encourages all area residents to remain aware of the COVID-19 metrics that Garfield County Public Health will continue to publish on the County's website.

**Section 5.** The attached "Exhibit A" will remain in effect for electronic meetings as long as the Town Board and Planning Commission meet remotely or meet in hybrid in-person/remote meetings.

BE IT FURTHER RESOLVED that this Resolution shall be effective upon the date and time given below.

INTRODUCED, READ AND ADOPTED by the Board of Trustees of the Town of Carbondale on the 27th day of April 2010.

---

Dan Richardson, Mayor

I, Cathy Derby, duly appointed and acting Town Clerk do certify that the foregoing is a true and accurate copy of that resolution adopted by the Board of Trustees of the Town of Carbondale, Colorado, at a meeting held on April 27, 2020.

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Cathy Derby, Town Clerk

**EXHIBIT A****ELECTRONIC PARTICIPATION POLICY  
AT TOWN OF CARBONDALE BOARD OF TRUSTEES MEETINGS  
DURING A LOCAL DISASTER EMERGENCY****I. Purpose.**

The purpose of this Policy is to specify the circumstances and means under which the Board of Trustees shall conduct regular and special meetings by telephone or other electronic means of participation, such as video-conferencing that is clear, uninterrupted and allows two way communication for the participating members ("Electronic Participation"). Electronic Participation has inherent limitations because Electronic Participation effectively precludes a member of the Board of Trustees from contemporaneously observing documentary information presented during meetings; from fully evaluating a speaker's non-verbal language in assessing veracity or credibility; and from observing non-verbal explanations during a speaker's presentation or testimony. The Board of Trustees finds that these limitations, inherent in Electronic Participation, may produce inefficiencies in meetings, increase the expense of meetings, and alter the decision-making process. As such, the Board of Trustees shall only utilize the policies contained herein upon the adoption by the Board of Trustees of a resolution declaring, or the Town Manager declaring, a local disaster emergency pursuant to Section 24-33.5-709, Colorado Revised Statutes.

**II. Statement of General Policy.**

The Board of Trustees may conduct a regular or special meeting of the Board of Trustees by electronic means only in accordance with this Policy.

**A. Emergency Situations.**

In the event a quorum is unable to meet at the day, hour, and place fixed by the rules and procedures of the Board of Trustees because meeting in-person is not practical or prudent due to an emergency affecting the Town, meetings may be conducted by telephone, electronically, or by other means of communication so as to provide maximum practical notice. Meetings may be held by telephone, electronically, or by other means of communication if all of the following conditions are met:

1. A local disaster emergency has been declared pursuant to Section

24-33.5-709, Colorado Revised Statutes; and

2. The Town Manager or the Board of Trustees determines that meeting in person is not practical or prudent, because of matters related to the declaration of local disaster emergency affecting the Town; and
3. All members of the Board of Trustees, and at least one Town staff member can hear one another or otherwise communicate with one another and can hear or read all discussion and testimony in a manner designed to provide maximum notice and participation; and
4. Members of the public can hear the Board of Trustees' proceedings and are afforded opportunities to participate in public comment; and
5. All votes are conducted by roll call; and
6. Minutes of regular and special meetings are taken and promptly recorded, and such records are open to public inspection; and
7. To the extent possible, full and timely notice is given to the public setting forth the time of the meeting, the fact that some members of the Board of Trustees may participate by telephone, and the right of the public to monitor the meeting from another location.

### **III. Arranging for Electronic Participation.**

- A. The Town Manager shall contact Board of Trustee members at least twenty-four hours in advance of a regular or schedule meeting to provide notice of a meeting conducted under this policy.
- B. The Town shall initiate the Electronic Participation not more than ten (10) minutes prior to the scheduled time of the meeting. Upon disconnection during a meeting, the Town Clerk shall make at least three attempts to re-initiate the connection.

### **IV. Effect of Electronic Participation.**

#### **A. Quasi-Judicial Matters.**

In the event that a pending application is scheduled for a public hearing that is quasi-judicial in nature at a meeting at which this policy is in effect, the

Town shall advise the applicant of such circumstances and present the applicant with options for proceeding with the application. The applicant shall authorize the Town, in writing, to proceed with one of the following options.

1. Conduct the public hearing under this policy with accommodations made for electronic public participation; or
2. Suspend any and all review and decisions deadlines until such time that the local disaster emergency is lifted, and the Board of Trustees schedules a regular meeting at which a quorum will be physically present.

**B. Executive Sessions.**

In the event that the Board of Trustees holds an executive session pursuant to Section 24-6-402, Colorado Revised Statutes, participants shall be authorized to attend via Electronic Participation. Any executive session conducted under this policy shall be recorded electronically as provided for by statute.

**V. Limited Applicability of Policy.**

This Policy shall only apply to regular and special meetings (including work sessions) of the Board of Trustees and Planning Commission of the Town of Carbondale.

**VI. Reasonable Accommodations.**

The Town shall provide reasonable accommodation and shall waive or modify provisions of this Policy to provide handicapped members of the Board of Trustees and Planning Commission full and equal access to Board of Trustees and Planning Commission meetings.

**A RESOLUTION OF THE TOWN OF CARBONDALE, COLORADO SUPPORTING EFFORTS TO PROTECT 30 PERCENT OF U.S. LANDS, WATERS, AND OCEANS BY 2030**

**WHEREAS**, the United States is facing a conservation and climate crisis as nature declines and greenhouse gas emissions continue to increase; and

**WHEREAS**, science shows us that worldwide biodiversity is deteriorating at a faster rate than at any time in human history; and

**WHEREAS**, from 2001 to 2017, more than 24 million acres of land were lost to human development in the lower 48 United States, which equals the loss of one football field-sized patch of land every 30 seconds; and

**WHEREAS**, scientists say that the loss of biodiversity, the increasing number of extreme weather events, and human encroachment upon wildlife habitat may increase the risk of the transmission of infectious diseases such as COVID-19 and SARS.

**WHEREAS**, scientists warn we must conserve and restore at least 30 percent of lands and waters by 2030 if we hope to preserve biodiversity and ecosystems as well as mitigate the impacts of climate change; and

**WHEREAS**, the global 30x30 campaign is a science-based initiative to conserve at least 30 percent of U.S. lands, waters, and oceans by the year 2030 to address the twin threats of climate change and the rapid loss of biodiversity, waters, and natural places; and

**WHEREAS**, the 30x30 campaign will include locally led conservation efforts; work towards a more equitable and inclusive vision for nature conservation; honor the sovereignty of Tribal nations; support private conservation; and ensure the effort is guided by science; and

**WHEREAS**, the 30x30 campaign relies on efforts by federal, state, local, and Tribal governments; agricultural and forest landowners; fishermen, hunters, anglers, outdoor recreation users and many other key stakeholders to identify and implement collaborative strategies; and

**WHEREAS**, every person, regardless of race, background, or economic status, should have access to close-to-home opportunities to get outside in nature; and

**WHEREAS**, our natural places help to provide food security, clean air to breathe, and clean water to drink, while offering us a wide range of health benefits; and

**WHEREAS**, wilderness, wildlife refuges, national conservation lands, monuments, and other protected areas drive our local economies and conserved places provide access for hunting, fishing, hiking, biking, camping, and other outdoor recreation pursuits; and

**WHEREAS**, conserved private lands, including working forests, farms and ranches protect open spaces, preserve threatened wildlife, and help maintain our community's our way of life; and

**WHEREAS**, over 100 [economists and scientists have found that the global economy would benefit from the creation of far more protected areas on land and at sea than we have today](#); and

**WHEREAS**, protected public lands are the backbone of our state's outdoor recreation industry, which generates [\\$788 billion in consumer spending nationally and supports 5.2 million jobs](#); and

**WHEREAS**, [77 percent of voters in the Rocky Mountain West](#) support setting a national goal of conserving 30 percent of land and waters in the United States by 2030 and [61 percent](#) of voters are concerned about the future of land, water, air, and wildlife.

**NOW THEREFORE BE IT RESOLVED**, that we, the Town of Carbondale, Colorado stand with President Biden, U.S. agencies, members of Congress, state and local officials, and other public, private and nonprofit partners in support of science-based, locally-led conservation efforts to protect at least 30 percent of lands, waters, and oceans by 2030; and

**BE IT FURTHER RESOLVED**, that we call on the U.S. government, Congress, and state and local leaders to significantly increase the tools and resources available to achieve locally-driven conservation projects, and to facilitate collaboration and good-faith conversations among all people living in the United States as we work together to address our biodiversity and climate crises.

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Dan Richardson, Mayor

APPROVED AND ADOPTED this 27<sup>th</sup> day of April, 2021.

ATTEST:

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Cathy Derby, Town Clerk

STATE OF COLORADO)  
COUNTY OF GARFIELD)

At a regular meeting of the Board of County Commissioners for Garfield County, Colorado, held at the County Administration Building in Glenwood Springs on Tuesday, the 16<sup>th</sup> day of February, there were present:

Tom Jankovsky, Commissioner  
Mike Samson, Commissioner  
John Martin, Commissioner Chairman  
Jean Alberico, Clerk to the Board  
Kevin Batchelder, County Manager  
Tari Williams, County Attorney

When the following proceedings, among others were had and done, to-wit:

## RESOLUTION NO. 2021-\_\_\_\_\_

## RESOLUTION OPPOSING THE FEDERAL GOVERNMENT’S “30 X 30” LAND PRESERVATION GOAL

WHEREAS, Garfield County is a legal and political subdivision of the State of Colorado for which the Board of County Commissioners (“Board”) is authorized to act; and

WHEREAS, Garfield County is one of the largest counties in Colorado, containing about 1,892,000 acres of land situated in northwestern Colorado; and

WHEREAS, the federal government is the largest landowner in Garfield County, owning approximately 62.3 percent of the land within the County, and two federal agencies, the Bureau of Land Management (BLM), and the U.S. Forest Service, are responsible for managing over 1,100,000 acres (or 2,000 square miles) of these federal lands as illustrated in *Exhibit A*, attached hereto; and

WHEREAS, approximately 47,340 acres (nearly 7 percent) of privately owned land in Garfield County are also already protected with perpetual conservation easements as illustrated in *Exhibit A*, attached hereto; and

WHEREAS, in 1975, Congress already designated 196,344 acres in the White River National Forest known as the Flat Tops Wilderness Area which falls predominantly in Garfield County and is approximately 38% of the lands held by the United States Forest Service in the County as illustrated in ***Exhibit A***, attached hereto; and



WHEREAS, designating lands as wilderness does not assure its preservation. Left in an undisturbed or natural state, these lands are highly susceptible to wildland wildfires, insect infestation and disease, all of which exacerbate greenhouse emissions which adversely impact global climate change; and

WHEREAS, because of the predominance of federal land in Garfield County, the well-being, health, safety, welfare, economic condition, and culture of the County, its businesses, and its citizens depend on the manner in which these lands and their resources are used and access to these lands; and

WHEREAS, many of Garfield County's businesses and its citizens are involved in or otherwise depend on industries that utilize federal lands and their resources, including the forest products industry, livestock grazing, oil and gas exploration and production, mining and mineral development, recreational industries, hunting and other outdoor recreation; and

WHEREAS, these industries are important components of the Colorado economy, and are major contributors to the economic and social wellbeing of Garfield County and its citizens; and

WHEREAS, on January 27, 2021, President Joseph R. Biden, Jr., issued Executive Order 14008 entitled Tackling the Climate Crisis at Home and Aboard (86 Fed. Reg. 7,619); and

WHEREAS, in Section 216 of Executive Order 14008, President Biden directed the Secretary of the Interior, in consultation with the Secretary of Agriculture and other senior officials, to develop a program to conserve at least 30 percent of the lands and waters in the United States by 2030, which is called the "30 x 30" program; and

WHEREAS, under the 30 x 30 program, some 680 million acres of our Nation's lands would be set aside and permanently preserved in its natural state, preventing the productive use of these lands and their resources; and

WHEREAS, there is no constitutional or statutory authority for the President, the Department of the Interior, the Department of Agriculture, or any other federal agency to set aside and permanently preserve 30 percent of all land and water in the United States, and no such authority is referenced in Executive Order 14008; and

WHEREAS, the 30 x 30 program, if implemented, is likely to cause significant harm to the economy of Garfield County, and injure the County's businesses and its citizens by depriving them of access to public lands and national forest system lands and preventing the productive use of these lands' resources; and

WHEREAS, the withdrawal of some 680 million acres of federal lands from multiple use and placement of such lands in permanent conservation status will cause dramatic and irreversible harm to the economies of many western states, including Colorado, and in particular rural counties such as Garfield County whose citizens depend on access to federal lands for their livelihoods; and

WHEREAS, the 30 x 30 program, if implemented, will conflict with the plans, policies and programs of Garfield County as expressed in “Garfield County Federal Lands Natural Resource Coordination Plan and Policies,” adopted September 2020 which obligates the federal government to coordinate its policy development with Garfield County as also required by the Federal Land Management and Policy Act (FLPMA) and the National Forest Management Act (NFMA); and

WHEREAS, Executive Order 14008 at Sec. 216(a) directs the Secretary of the Interior, in consultation with other relevant federal agencies to “submit a report to the Task Force within 90 days of the date of this order recommending steps that the United States should take, working with State, local, Tribal, and territorial governments, agricultural and forest landowners, fishermen, and other key stakeholders, to achieve the goal of conserving at least 30 percent of our lands and waters by 2030.”

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Garfield County, Colorado, as follows:

1. The Board opposes the 30 x 30 program, including its objective of permanently preserving 30 percent of the Nation’s lands in its natural state by 2030, or any similar program that will set aside and prevent the productive use of millions of acres of our lands.
2. The Board further opposes the designation of public lands and national forests in Garfield County as wilderness, wilderness study areas, wildlife preserves, open space, or other conservation land, thereby restricting public access to such lands and preventing the development and productive use of the resources on or within such lands.
3. The Board supports the continued management of the public lands and the national forests under principles of multiple use and sustained yield, recognizing the Nation’s need for domestic sources of minerals, energy, timber, food, and fiber, and in careful coordination with Garfield County to ensure consistency with County land use plans and land management policies, as required by law.
4. The Board supports maintaining and enhancing public access to public lands and national forests and opposes road closures, road decommissioning, moratoria on road construction, and other limitations on public access for the purpose of fulfilling the 30 x 30 program’s objectives.
5. The Board recognizes and supports the State of Colorado’s water rights system, including the doctrine of prior appropriation and other state laws and programs governing water rights and water use, and opposes any federal designation of waters and watercourses within the County that would impair or restrict water diversions and uses authorized under Colorado law.
6. The Board supports reasonable national, regional, and global greenhouse gas emissions policies and goals that are comprehensive, practical, cost-effective, and do not unnecessarily single out specific industries or activities, but opposes the use of global climate change as an excuse to set aside large tracts of land as preserves or open space to fulfill the 30 x 30 program’s objectives.

7. The Board maintains that the designation of public lands and national forest lands as wilderness, wilderness study areas, wildlife preserves, open space, or other conservation land to fulfill the 30 x 30 program's objectives may lawfully occur, if at all, only through the planning process mandated by the Federal Land Management and Policy Act (for public lands) or the National Forest Management Act (for national forest lands), including public notice and an opportunity to comment, analysis and disclosure of the impacts of such land acquisitions on the well-being, health, safety, welfare, economy, and culture of Garfield County, its businesses, and its citizens, and careful coordination with Garfield County to ensure consistency with County land use plans and land management policies.

8. The Board also maintains that any non-federal lands or other rights that are acquired to fulfill the 30 x 30 program's objectives should be acquired only from willing landowners and for the payment full and fair market value for all rights and interests acquired, and not through regulatory compulsion, and only after analyzing and considering the impacts of such land acquisitions on the well-being, health, safety, welfare, economy, and culture of Garfield County, its businesses, and its citizens.

9. The Board shall send a copy of this Resolution to the Department of Interior, Department of Agriculture and all other relevant Federal and State agencies; and

10. The Board, recognizing the President has directed the federal departments to work with local governments to implement the 30 x 30 program, will request a meeting with the Department of Interior to occur within the next 60 days and begin discussions of the Board's position on the 30 x 30 program.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

ATTEST:

BOARD OF COUNTY COMMISSIONERS OF  
GARFIELD COUNTY, STATE OF COLORADO

\_\_\_\_\_  
Jean Alberico  
Clerk of the Board

By: \_\_\_\_\_  
John Martin, Chairman

Upon motion duly made and seconded the foregoing Resolution was adopted by the following vote:

Commissioners:

Tom Jankovsky (Aye)

Mike Samson (Aye)

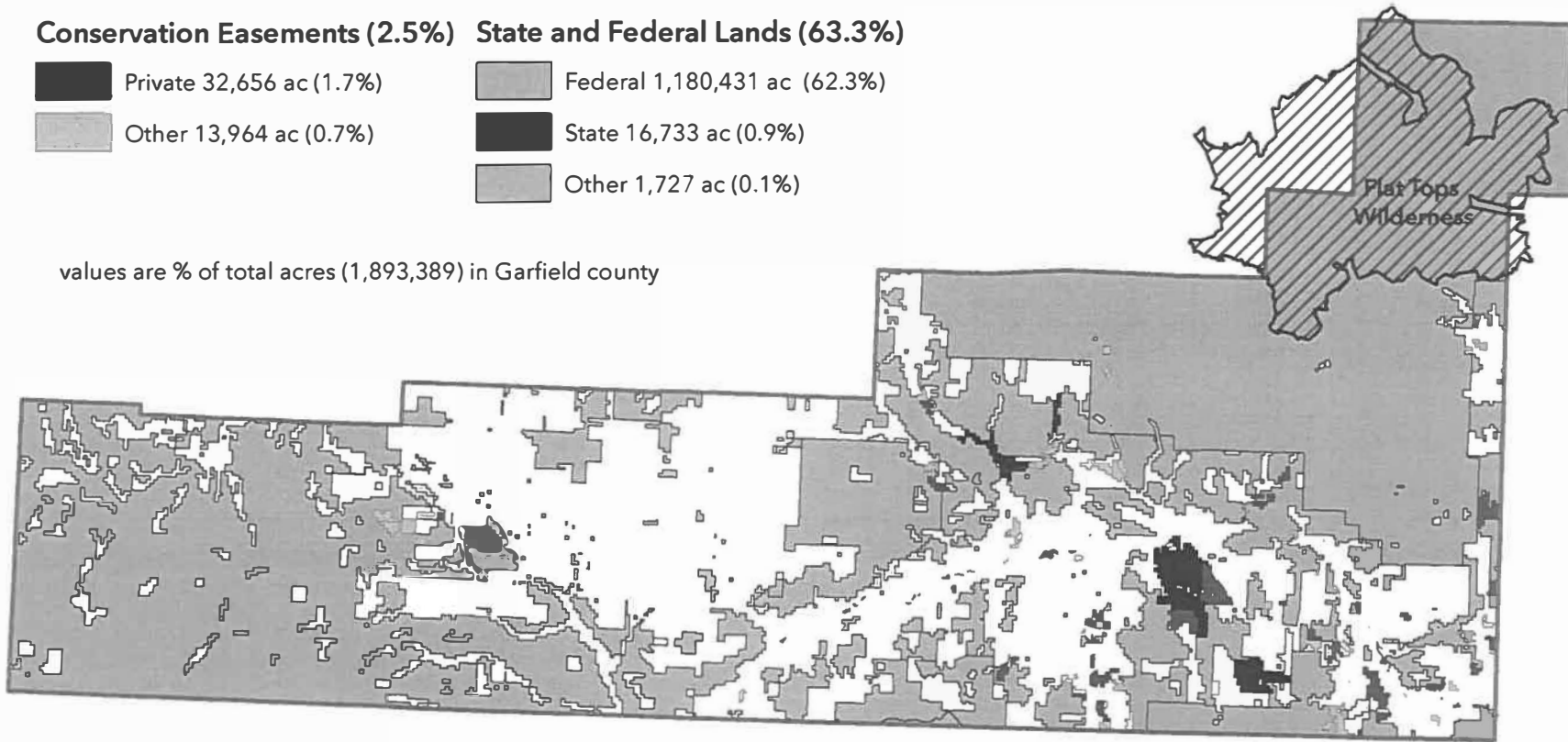
John Martin (Aye)

## Exhibit A

# Garfield County Land Ownership

**Conservation Easements (2.5%)    State and Federal Lands (63.3%)** Private 32,656 ac (1.7%) Other 13,964 ac (0.7%) Federal 1,180,431 ac (62.3%) State 16,733 ac (0.9%) Other 1,727 ac (0.1%)

values are % of total acres (1,893,389) in Garfield county



Garfield County Enterprise GIS

Prepared: February 9, 2021

Calculations based on GIS Conservation Easements, State and Federal Ownership, and County Boundary layers



## 30 x 30

### Efforts To Protect 30 Percent of U.S. Lands and Waters by 2030

#### WHAT IS THIS EFFORT?

The global [30x30 campaign](#) is a science-based initiative to conserve at least 30 percent of U.S. lands, waters, and oceans by the year 2030 to address the twin threats of climate change and the rapid loss of biodiversity, waters, and natural places.

The foundation of the 30x30 campaign includes locally-driven conservation efforts that work towards a more equitable and inclusive vision for nature conservation; honors the sovereignty of Tribal nations; support private land conservation efforts; and will ensure that the processes are guided by science. The intent is for federal, state, local, and Tribal governments; agricultural and forest landowners; fishermen, hunters, anglers, outdoor recreation users, and many other key stakeholders to identify and implement collaborative conservation strategies.

On January 27, 2021, President Biden signed three [executive orders](#) that will help tackle climate change by pausing oil and gas leasing on public lands and [conserving 30 percent of U.S. lands and waters by 2030](#). These orders will help boost the economy as we recover from the impacts of COVID-19 and move us towards a more sustainable future. In mid-January, the Mountain Pact released a [report](#) and [over 120 Western local elected officials](#) signed a [letter](#) asking the new Biden administration to take many of these steps.

This ten-year goal of conserving 30% of the U.S. by 2030, an inclusive and bold vision for fighting climate change and safeguarding America's lands, waters, and wildlife that will include the efforts of people across the country on the frontlines of conserving, using, and enjoying nature. You can read more details in the [Department of Interior Fact Sheet](#) and more behind [Biden's '30 by 30' U.S. lands and oceans climate goal](#).

Over the coming months, the Department of Interior will evaluate how to best measure and assess the country's progress toward the 30x30 goal, to properly account for the many innovative and effective ways that communities are conserving their lands and waters for current and future generations.

## WHY IS THIS SO IMPORTANT?

- [Scientists](#) warn [we must conserve and restore at least 30 percent of lands and waters by 2030 if we hope to preserve biodiversity and ecosystems as well as mitigate the impacts of climate change.](#)
- The United States is facing a conservation and climate crisis as nature declines and [greenhouse gas emissions continue to increase.](#)
- [Science shows us that worldwide biodiversity is deteriorating at a faster rate than at any time in human history.](#)
- [From 2001 to 2017, more than 24 million acres of land were lost to human development in the lower 48 United States,](#) which equals the loss of one football field-sized patch of land every 30 seconds.
- [77 percent of voters in the Rocky Mountain West](#) support setting a national goal of conserving 30 percent of land and waters in the United States by 2030 and [61 percent](#) of voters are concerned about the future of land, water, air, and wildlife.

### PUBLIC HEALTH BENEFITS

- Scientists say that the loss of biodiversity, the increasing number of extreme weather events, and human encroachment upon wildlife habitat may [increase the risk of the transmission of infectious diseases such as COVID-19 and SARS.](#)
- Our natural places help to provide food security, clean air to breathe, and clean water to drink, while offering us a wide range of health benefits; and every person, regardless of race, background, or economic status, should have access to close-to-home opportunities to get outside in nature.

### ECONOMIC BENEFITS

- Wilderness, wildlife refuges, national conservation lands, monuments, and other protected areas drive our local economies and conserved places provide access for hunting, fishing, hiking, biking, camping, and other outdoor recreation pursuits.
- Conserved private lands, including working forests, farms and ranches protect open spaces, preserve threatened wildlife, and help maintain our community's way of life.
- 100 [economists and scientists have found that the global economy would benefit from the creation of far more protected areas on land and at sea than we have today.](#)
- Protected public lands are the backbone of our states' outdoor recreation industries, which generates [\\$788 billion in consumer spending nationally and support 5.2 million](#) jobs.

## 30x30 MESSAGING

### What 30x30 is:

The 30x30 initiative outlines a broad conservation goal. It's a framework or umbrella for all of the local, state, and national land and water conservation efforts underway across the country.

The Biden Administration has stated that it will work to achieve this 30x30 goal by supporting local, state, private, and tribally led nature conservation and restoration efforts that are underway across America. It will respect private property rights and support the voluntary conservation efforts of private land-owners, water users, working waterfronts, and the private sector.

Many conservation groups, local land owners, and local governments have been and will continue to work on land preservation efforts. This work is being done from the ground up.

### What 30x30 will not do:

- 30x30 will not force 'states to hand over land to the federal government.'
- 30x30 does not confer any authority to the federal government to take land.
- It is not a 'massive federal land grab'.

## HOW CAN WE ACHIEVE THIS GOAL?

The support of, and coordination among federal, state, and local land management agencies will be critical to achieving the 30x30 goal. Likewise, the use of conservation easements and restoration programs will be instrumental in helping to protect private lands.

### State, County, and Local-Level Protection Strategies

- Create more local parks and open spaces
- Create more state wildlife areas, state parks
- Secure more conservation easements
- Use more conservation leases for state trust lands
- Create more preservation designations - e.g a wildlife corridor designation similar to the Outstanding Natural Resource Waters designation
- Require state land managers to comment on federal land management plans to protect for biodiversity and increase carbon sequestration
- Focus on diversity, equity, and inclusion in land protection efforts
- Take lands off the table for development
- Fund more local conservation efforts
- Rewilding areas

### Federal-Level Protection Strategies

- State land manager, working with their congressional delegation, identify lands and waters in need of federal protection
- Review long-term public land management documents, like forest plans and other agency plans that guide management of public lands, to find opportunities of how and where land protections could be strengthened.

## Create New Federal Executive and Legislative Protections

- National parks
- National monuments
- Wilderness areas
- Wilderness Study Areas in Resource Management Plans.
- National Wildlife Refuges

## Expand Federal Working Lands Programs to Increase Carbon Sequestration and Soil Health

### Protect Private lands:

- Expand state and federal restoration programs
- Create more conservation easements on private lands
- Offer additional technical assistance for private landowners to protect habitat
- Keep working ranches as ranches rather than being sold for subdivisions.

## Tribal lands and sovereign nations

## Department of Defense Lands

# HOW YOU CAN TAKE ACTION

1. **Watch the Mountain Pact April webinar about 30x30:** The Mountain Pact will be hosted a [webinar](#) with the U.S. Director of the [Campaign For Nature](#) about President Biden's 30x30 conservation goal of protecting 30% of land and water by 2030 and how we can work to implement this goal in our communities. Did you miss the event but want to see the recording? Reach out to Anna: [Anna@TheMountainPact.org](mailto:Anna@TheMountainPact.org)

2. **Ask your Town/City/County governing body to adopt a resolution in support of the 30x30 goal:** Have your community sign onto [this resolution](#) or a revised version of it that expresses support for 30x30. You can find more background [here](#) (this document link).

- a. Make sure to adjust the resolution as needed to reflect your community's needs
- b. If you adopt a resolution, please let us know - [Anna@TheMountainPact.org](mailto:Anna@TheMountainPact.org)
- c. Send the resolution to local media, the Biden Administration and your congressional offices

Scott de la Vega, Acting Secretary  
Department of the Interior  
1849 C Street, N.W.  
Washington DC 20240

3. **Complete a survey about the 30x30 goal:** You can [fill out this survey](#) so your voice is reflected in the 30x30 planning effort.

4. Consider **authoring an opinion editorial** to show your support for the 30x30 initiative.





## Board of Trustees Agenda Memorandum

Item No:

Meeting Date: 4/27/2020

**TITLE:** 1st Quarter Financial Report

**SUBMITTING DEPARTMENT:** Finance

**ATTACHMENTS:** Memo, Revenue and Expenditure Comparison to Budget, Cash Balances, Sales Tax Review & Chart, Lodging Tax, Tobacco Tax

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**BACKGROUND:** The attached information presents a financial picture following the close of the 1st quarter of 2021.

**DISCUSSION:** The attached memo provides a summary review of the 1<sup>st</sup> quarter revenue and expenditure status of the General Fund. This will be closely watched as we move into April.

**FISCAL ANALYSIS:** The Revenues Expenditures Summary shows all funds with comparison to the 2021 Budget. The Sales Tax review reflects tax revenues for the 1<sup>st</sup> quarter at 24.6% above 2020. The 2021 budget for sales tax revenue reflected a 5% increase over 2020. The sales tax revenue - 1<sup>st</sup> Qtr. chart categories are Utilities/Telecommunication, Finance/Leasing, Seasonal/Special Events, Sporting Goods, Retail Sales, Lodging/Accommodations, Automotive, Liquor & Marijuana, Restaurants/Bars, Retail Food, Construction/Building. As the Town moves into the 2<sup>nd</sup> quarter, revenues will be closely monitored and reported.

**RECOMMENDATION:** Please contact me if you would like additional information.

Prepared By: S. Renae Gustine

\_\_\_\_\_  
JH  
Town Manager

## MEMORANDUM

**TO:** Mayor Richardson and the Carbondale Board of Trustees  
**FROM:** S. Renae Gustine, Finance Director  
**DATE:** April 27, 2021  
**RE:** 1st Quarter Financial Report

Attached please find financial reports for the quarter ending March 31, 2021. Included is a statement with revenues and expenditures for 2020 and 2021 with 2021 compared to the budget, cash balances spreadsheet and an update on retail sales tax collections, lodging tax, and tobacco tax collected.

**DISCUSSION:** The first quarter report in many cases represent only two months for some revenues and expenditures. For example, if an expenditure was invoiced in 2020 and the item was received, the payment in 2021 is to the accounts payable as the item was expensed in 2020. Additionally, if December collections are received in 2021 (property taxes, grants receivable, highway users' tax, franchise fees, etc.), those funds are reversed and accrued back to 2020. Review of the financial report will be on the General Fund with Comparison to Budget.

### **GENERAL FUND REVENUE:**

**Taxes:** This includes property, franchise, specific ownership, tobacco and excise taxes. Property taxes and specific ownership taxes are slightly up from last year. The Excise Tax is down by 47.1% from last year. Franchise fees are down. Overall for the 1<sup>st</sup> quarter, taxes are up \$20,420 from 2020 due to the tobacco tax, or 9.6%.

Transfers in from the Sales and Use Tax Fund are up 32.1% from 2020 or \$390,568 above last year. We will continue watching trends for the next quarter.

**Permits and Licenses:** Includes liquor, sales, contractor, and marijuana licenses. Also includes building permit fees. Overall Permits & Licenses are up \$15,148 from 2020.

**Intergovernmental:** Revenues from Trident reimbursement, Garfield County sales tax, Highway Users Tax, Road and Bridge, and grants are reflected in this category. Mineral Leasing & Severance payments are usually received in September reflecting the lower percentage compared to budget. Garfield County sales tax is up slightly compared to 2020. The highway user's tax is slightly down compared to last year. There is no cigarette tax collected from the state in 2021.

**Charges and Fees:** This category includes plan check fees, zoning fees, recreation fees and police service fees. Plan check fees were up 48.5% or \$12,118 from 2020.

**Fines and Forfeitures:** Court Fines are 7.7% up for the 1<sup>st</sup> quarter compared to last year.

**Other:** Donations, Refund of Expenditures, Interest, Developer Reimbursements and Other are included in this category. Revenues are slightly up due to advance reservations for the RV Park.

Overall, the General Fund Revenue is \$392,491 above revenues in 2020 and overall running at 28.2% of the 2021 budget.

## **GENERAL FUND EXPENDITURES:**

**25% of the budget year has elapsed. A few Departments that show over the 25% reflect expenses that are due at the beginning of the year. The percentage of the total budget will adjust in the future quarters.**

**Administrative Services:** Reflects full payment for Municipal Insurance, and dues/memberships for 2021.

**Communications Department:** GARCO Communications is paid the beginning of the year.

**Economic Dev. Council:** Payment of annual amount to Chamber and the additional payment to Coventure for this year.

**Environmental Health Dept:** The energy membership was paid for the year.

**Community Affairs Dept.:** Payment of community requests.

**Town of Carbondale**  
**Revenues Expenditures Summary with Comparison to Budget**  
**For 3 months ending 3.31.21**

ATTACHMENT Qa

	1st Qtr 2020	1st Qtr 2021	YTD 2020	YTD 2021	Budget 2021	% Budget 2021
<b>GENERAL FUND</b>						
REVENUES:						
GENERAL FUND - TAXES	213,158	233,579	213,158	233,579	806,393	29.0%
GENERAL FUND - PERMITS & LICENSES	76,853	92,001	76,853	92,001	612,700	15.0%
GENERAL FUND - INTERGOVERNMENTAL	76,315	72,231	76,315	72,231	725,796	10.0%
GENERAL FUND - CHARGES & FEES	38,060	52,245	38,060	52,245	120,500	43.4%
GENERAL FUND - FINES & FORFEITURES	13,316	14,345	13,316	14,345	50,000	28.7%
GENERAL FUND - OTHER	105,090	112,305	105,090	112,305	354,700	31.7%
GENERAL FUND - TRANSFERS IN	1,329,121	1,721,612	1,329,121	1,721,612	5,458,484	31.5%
GENERAL FUND - APPROPRIATIONS AND SUNDRY	-	-	-	-	20,000	0.0%
<b>TOTAL FUND REVENUES</b>	<b>1,851,913</b>	<b>2,298,318</b>	<b>1,851,913</b>	<b>2,298,318</b>	<b>8,148,573</b>	<b>28.2%</b>
GENERAL FUND EXPENDITURES:						
GENERAL FUND - ATTORNEY DEPT	8,795	15,570	8,795	15,570	145,000	10.7%
GENERAL FUND - MUNICIPAL ELECTIONS DEPT	1,486	-	1,486	-	9,000	0.0%
GENERAL FUND - BOARD OF TRUSTEES DEPT	33,111	52,259	33,111	52,259	226,634	23.1%
GENERAL FUND - MUNICIPAL COURT DEPT	7,672	7,726	7,672	7,726	40,939	18.9%
GENERAL FUND - TOWN MANAGER DEPT	92,354	92,966	92,354	92,966	347,258	26.8%
GENERAL FUND - ADMINISTRATIVE SERVICES DEPT	272,545	267,305	272,545	267,305	754,600	35.4%
GENERAL FUND - FINANCE DEPT	105,305	98,797	105,305	98,797	400,209	24.7%
GENERAL FUND - SALES TAX ADMINISTRATION	4,211	4,383	4,211	4,383	18,900	23.2%
GENERAL FUND - COMMUNITY DEVELOPMENT DEPT	86,588	84,020	86,588	84,020	404,345	20.8%
GENERAL FUND - DATA PROCESSING DEPT	31,808	52,715	31,808	52,715	187,000	28.2%
GENERAL FUND - BUILDING OPERATIONS DEPT	24,344	21,143	24,344	21,143	371,856	5.7%
GENERAL FUND - GENERAL FUND MOTOR POOL DEPT	59,597	48,045	59,597	48,045	288,119	16.7%
GENERAL FUND - POLICE DEPT	485,945	436,480	485,945	436,480	2,018,442	21.6%
GENERAL FUND - COMMUNICATIONS DEPT	10,167	15,950	10,167	15,950	52,000	30.7%
GENERAL FUND - BUILDING INSPECTION DEPT	54,081	54,282	54,081	54,282	242,306	22.4%
GENERAL FUND - ORDINANCE CONTROL DEPT	16,476	19,001	16,476	19,001	85,049	22.3%
GENERAL FUND - STREETS DEPT	195,580	181,301	195,580	181,301	905,034	20.0%
GENERAL FUND - PUBLIC WORKS ADMIN DEPT	65,285	52,999	65,285	52,999	237,881	22.3%
GENERAL FUND - RECREATION DEPT	108,696	101,451	108,696	101,451	412,908	24.6%
GENERAL FUND - PARKS & CEMETERY DEPT	152,621	88,992	152,621	88,992	571,037	15.6%
GENERAL FUND - RV PARK	28,102	2,929	28,102	2,929	60,365	4.9%
GENERAL FUND - BOAT RAMP	-	-	-	-	9,000	0.0%
GENERAL FUND - AFFORDABLE/ATTAINABLE HOUSING	7,500	7,500	7,500	7,500	80,000	9.4%
GENERAL FUND - ECONOMIC DEV COUNCIL	40,000	40,000	40,000	40,000	55,000	72.7%
GENERAL FUND - ENVIRONMENTAL HEALTH DEPT	25,650	26,988	25,650	26,988	60,500	44.6%
GENERAL FUND - COMMUNITY AFFAIRS DEPT	69,800	138,660	69,800	138,660	140,000	99.0%
GENERAL FUND - CONTINGENCY RESERVE DEPT	-	-	-	-	500,000	0.0%
<b>TOTAL FUND EXPENDITURES</b>	<b>1,987,719</b>	<b>1,911,463</b>	<b>1,987,718</b>	<b>1,911,463</b>	<b>8,623,381</b>	<b>22.2%</b>
<b>NET REVENUE (LOSS)</b>	<b>(135,807)</b>	<b>386,855</b>	<b>(135,806)</b>	<b>386,855</b>	<b>(474,808)</b>	

**Town of Carbondale**  
**Revenues Expenditures Summary with Comparison to Budget**  
**For 3 months ending 3.31.21**

ATTACHMENT Qa

	1st Qtr 2020	1st Qtr 2021	YTD 2020	YTD 2021	Budget 2021	% Budget 2021
<b>CONSERVATION TRUST FUND</b>						
REVENUES:						
INTERGOVERNMENTAL	16,885	19,342	16,885	19,342	72,000	26.9%
OTHER	4	19	4	19	600	3.2%
TOTAL FUND REVENUE	16,889	19,361	16,889	19,361	72,600	26.7%
EXPENDITURES:						
CONSERVATION TRUST	11,787	7,451	11,787	7,451	68,783	10.8%
TOTAL FUND EXPENDITURES	11,787	7,451	11,787	7,451	68,783	10.8%
NET REVENUE (LOSS)	5,102	11,910	5,102	11,910	3,817	
<b>VICTIMS ASSISTANCE FUND</b>						
REVENUES:						
FINES & FORFEITURES	2,352	3,691	2,352	3,691	10,000	36.9%
TOTAL FUND REVENUE	2,352	3,691	2,352	3,691	10,000	36.9%
EXPENDITURES:						
VICTIMS ASSISTANCE	10,173	760	10,173	760	5,000	15.2%
TOTAL FUND EXPENDITURES	10,173	760	10,173	760	5,000	15.2%
NET REVENUE (LOSS)	(7,821)	2,931	(7,821)	2,931	5,000	
<b>LODGING TAX FUND</b>						
REVENUES:						
TAXES	23,438	17,369	23,438	17,369	105,000	16.5%
TOTAL FUND REVENUE	23,438	17,369	23,438	17,369	105,000	16.5%
EXPENDITURES:						
CHAMBER OF COMMERCE	22,828	18,138	22,828	18,138	105,000	17.3%
TOTAL FUND EXPENDITURES	22,828	18,138	22,828	18,138	105,000	17.3%
NET REVENUE (LOSS)	610	(769)	610	(769)	-	
<b>DISPOSABLE BAG FEE FUND</b>						
REVENUES:						
DISPOSABLE BAG FEE	3,173	-	3,173	-	22,000	0.0%
TOTAL FUND REVENUE	3,173	-	3,173	-	22,000	0.0%
EXPENDITURES:						
EXPENDITURES	6,750	-	6,750	137	19,000	0.7%
TOTAL FUND EXPENDITURES	6,750	-	6,750	137	19,000	0.7%
NET REVENUE (LOSS)	(3,578)	-	(3,578)	(137)	3,000	
<b>1% FOR THE ARTS</b>						
REVENUES:						
OTHER	-	-	-	-	2,000	0.0%
	-	-	-	-	2,000	0.0%
EXPENDITURES:						
1% FOR THE ART	-	-	-	-	7,000	0.0%
	-	-	-	-	7,000	0.0%
NET REVNUe (LOSS)	-	-	-	-	(5,000)	

**Town of Carbondale**  
**Revenues Expenditures Summary with Comparison to Budget**  
**For 3 months ending 3.31.21**

ATTACHMENT Qa

	1st Qtr 2020	1st Qtr 2021	YTD 2020	YTD 2021	Budget 2021	% Budget 2021
<b>ENERGY EFFICIENT BUILDING CODE</b>						
REVENUES:						
OTHER	-	-	-	-	-	0.0%
	-	-	-	-	-	0.0%
EXPENDITURES:						
EXPENDITURES	-	-	-	-	2,000	0.0%
	-	-	-	-	2,000	0.0%
NET REVENUE (LOSS)	-	-	-	-	(2,000)	
<b>WASTEWATER FUND</b>						
REVENUES:						
INTERGOVERNMENTAL	-	-	-	-	-	-
CHARGES & FEES	390,371	471,103	390,371	471,103	1,626,805	29.0%
OTHER	13,048	3,136	13,048	3,136	213,700	1.5%
TOTAL REVENUES	403,420	474,239	403,420	474,239	1,840,505	25.8%
EXPENDITURES:						
WASTEWATER DEPARTMENT	283,509	316,126	283,509	316,126	1,248,546	25.3%
CAPITAL CONSTR/OUTLAY DEPT	24,282	235,497	24,282	235,497	430,000	54.8%
STORM WATER	-	-	-	-	60,000	0.0%
TOTAL EXPENDITURES	307,791	551,623	307,791	551,623	1,738,546	31.7%
NET REVENUE (LOSS)	95,629	(77,384)	95,629	(77,384)	101,959	

**Town of Carbondale**  
**Revenues Expenditures Summary with Comparison to Budget**  
**For 3 months ending 3.31.21**

ATTACHMENT Qa

	<b>1st Qtr 2020</b>	<b>1st Qtr 2021</b>	<b>YTD 2020</b>	<b>YTD 2021</b>	<b>Budget 2021</b>	<b>% Budget 2021</b>
<b>WATER FUND</b>						
REVENUES:						
STATE GRANT	-	-	-	-	600,000	0.0%
CHARGES & FEES	338,788	501,413	338,788	501,413	1,642,361	30.5%
OTHER	7,041	23,275	7,041	23,275	74,800	31.1%
TOTAL REVENUES	<u>345,828</u>	<u>524,688</u>	<u>345,828</u>	<u>524,688</u>	<u>2,317,161</u>	<u>22.6%</u>
EXPENDITURES:						
WATER DEPARTMENT	264,862	242,411	264,862	242,411	1,127,675	21.5%
CAPITAL CONSTR/OUTLAY DEPT	25,686	185,992	25,686	185,992	1,378,200	13.5%
SECONDARY WATER DEPT	3,754	29,525	3,754	29,525	941,500	3.1%
TOTAL EXPENDITURES	<u>294,302</u>	<u>457,928</u>	<u>294,302</u>	<u>457,928</u>	<u>3,447,375</u>	<u>13.3%</u>
NET REVENUE (LOSS)	<u>51,527</u>	<u>66,760</u>	<u>51,527</u>	<u>66,760</u>	<u>(1,130,214)</u>	
<b>TRASH FUND</b>						
REVENUES:						
CHARGES & FEES	106,660	154,497	106,660	154,497	600,816	25.7%
OTHER	-	238	-	238	-	0.0%
TOTAL REVENUES	<u>106,660</u>	<u>154,735</u>	<u>106,660</u>	<u>154,735</u>	<u>600,816</u>	<u>25.8%</u>
EXPENDITURES:						
TRASH DEPARTMENT	-	119,906	79,190	119,906	650,044	18.4%
TOTAL EXPENDITURES	<u>-</u>	<u>119,906</u>	<u>79,190</u>	<u>119,906</u>	<u>650,044</u>	<u>18.4%</u>
NET REVENUE (LOSS)	<u>106,660</u>	<u>34,829</u>	<u>27,470</u>	<u>34,829</u>	<u>(49,228)</u>	

**Town of Carbondale**  
**Revenues Expenditures Summary with Comparison to Budget**  
**For 3 months ending 3.31.21**

ATTACHMENT Qa

	1st Qtr 2020	1st Qtr 2021	YTD 2020	YTD 2021	Budget 2021	% Budget 2021
<b>CARBONDALE HOUSING FUND</b>						
REVENUES:						
GRANTS-STATE OF COLORADO	-	-	-	-	-	0.0%
RETA	-	55,511	-	55,511	5,000	0.0%
LEASING INCOME	18,130	19,580	18,130	19,580	56,000	35.0%
TRANSFER IN	-	-	-	-	50,000	0.0%
TOTAL REVENUES	18,130	75,091	18,130	75,091	111,000	67.6%
EXPENDITURES:						
GRANT-ART SPACE STUDY	-	-	-	-	-	0.0%
RENTAL PROPERTIES EXPENDITURES	2,081	103	2,081	103	6,000	1.7%
HOUSING PURCHASES	-	-	-	-	-	0.0%
RENTAL PROPERTIES RENOVATIONS	-	-	-	-	-	0.0%
TOTAL EXPENDITURES	2,081	103	2,081	103	6,000	1.7%
NET REVENUE (LOSS)	16,049	74,988	16,049	74,988	105,000	
<b>DEVELOPER DEDICATION FEE FUND</b>						
REVENUES:						
CHARGES & FEES	20,606	40,980	20,606	40,980	25,000	163.9%
OTHER	598	728	598	728	350	207.9%
TOTAL REVENUES	21,203	41,708	21,203	41,708	25,350	164.5%
EXPENDITURES:						
EXPENDITURES	-	-	-	-	75,000	0.0%
TOTAL EXPENDITURES	-	-	-	-	75,000	0.0%
NET REVENUE (LOSS)	21,203	41,708	21,203	41,708	(49,650)	



**Town of Carbondale**  
**Revenues Expenditures Summary with Comparison to Budget**  
**For 3 months ending 3.31.21**

ATTACHMENT Qa

	1st Qtr 2020	1st Qtr 2021	YTD 2020	YTD 2021	Budget 2021	% Budget 2021
<b>STREETSCAPE FUND</b>						
REVENUES:						
TAXES	84,253	88,875	84,253	88,875	252,341	35.2%
INTEREST INCOME	3,190	159	-	159	-	
TOTAL REVENUES	84,253	88,875	84,253	89,034	252,341	35.3%
EXPENDITURES:						
STREETSCAPE IMPROVEMENTS	1,629	1,715	1,629	1,715	5,100	33.6%
TOTAL EXPENDITURES	1,629	1,715	1,629	1,715	5,100	33.6%
NET REVENUES (LOSS)	82,624	87,159	82,624	87,319	247,241	
<b>CAPITAL CONSTRUCTION FUND</b>						
REVENUES:						
INTERGOVERNMENTAL	-	-	-	-	200,000	0.0%
OTHER	731	890	731	890	639,596	0.1%
TOTAL REVENUES	731	890	731	890	839,596	0.1%
EXPENDITURES:						
CAPITAL CONSTRUCTION DEPT	85,373	60,003	85,373	60,003	875,000	6.9%
TOTAL EXPENDITURES	85,373	60,003	85,373	60,003	875,000	6.9%
NET REVENUES (LOSS)	(84,642)	(59,113)	(84,642)	(59,113)	(35,404)	
<b>REC SALES &amp; USE TAX FUND</b>						
REVENUES:						
TAXES	118,560	161,920	118,560	161,920	865,175	18.7%
INTERGOVERNMENTAL	-	56,250	-	56,250	280,000	0.0%
CHARGES & FEES	94,023	15,624	94,023	15,624	117,500	13.3%
OTHER	28,418	1,909	28,418	1,909	19,800	9.6%
TOTAL REVENUES	241,001	235,702	241,001	235,702	1,282,475	18.4%
EXPENDITURES:						
RECREATION CENTER	136,176	104,646	136,176	104,646	498,482	21.0%
MUNICIPAL POOL DEPT	11,991	13,349	11,991	13,349	138,901	9.6%
RECREATIONS SALES & USE TAX	98,910	83,680	98,910	83,680	655,753	12.8%
TOTAL EXPENDITURES	247,077	201,675	247,077	201,675	1,293,135	15.6%
NET REVENUES (LOSS)	(6,076)	34,027	(6,076)	34,027	(10,660)	
<b>COMMUNITY ENHANCEMENT FUND</b>						
REVENUES:						
COMMUNITY ENHANCEMENT	7,470	7,470	7,470	7,470	8,500	87.9%
TOTAL REVENUES	7,470	7,470	7,470	7,470	8,500	87.9%
EXPENDITURES:						
EXPENDITURES	-	-	-	-	-	0.0%
TOTAL EXPENDITURES	-	-	-	-	-	0.0%
NET REVENUE (LOSS)	7,470	7,470	7,470	7,470	8,500	

**Town of Carbondale**  
**Revenues Expenditures Summary with Comparison to Budget**  
**For 3 months ending 3.31.21**

ATTACHMENT Qa

	<b>1st Qtr 2020</b>	<b>1st Qtr 2021</b>	<b>YTD 2020</b>	<b>YTD 2021</b>	<b>Budget 2021</b>	<b>% Budget 2021</b>
<b>SALES &amp; USE TAX FUND</b>						
REVENUES:						
TAXES	718,783	978,514	718,783	978,514	5,002,605	19.6%
OTHER	2,752	969	2,752	969	5,500	17.6%
TOTAL REVENUES	<u>721,535</u>	<u>979,483</u>	<u>721,535</u>	<u>979,483</u>	<u>5,008,105</u>	<u>19.6%</u>
EXPENDITURES:						
DEBT SERVICE/TRANSFERS	<u>1,217,972</u>	<u>1,610,796</u>	<u>1,217,972</u>	<u>1,610,796</u>	<u>5,008,105</u>	<u>32.2%</u>
TOTAL EXPENDITURES	<u>1,217,972</u>	<u>1,610,796</u>	<u>1,217,972</u>	<u>1,610,796</u>	<u>5,008,105</u>	<u>32.2%</u>
NET REVENUES (LOSS)	<u>(496,437)</u>	<u>(631,314)</u>	<u>(496,437)</u>	<u>(631,314)</u>	<u>-</u>	
<b>BOND FUND</b>						
REVENUES:						
OTHER	51,887	51,354	51,887	51,354	205,415	25.0%
TOTAL REVENUES	<u>51,887</u>	<u>51,354</u>	<u>51,887</u>	<u>51,354</u>	<u>205,415</u>	<u>25.0%</u>
EXPENDITURES:						
DEBT SERVICE DEPT	-	-	-	-	206,208	0.0%
TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>206,208</u>	<u>0.0%</u>
NET REVENUES (LOSS)	<u>51,887</u>	<u>51,354</u>	<u>51,887</u>	<u>51,354</u>	<u>(793)</u>	

**Town of Carbondale**  
**Cash Balances All Funds**

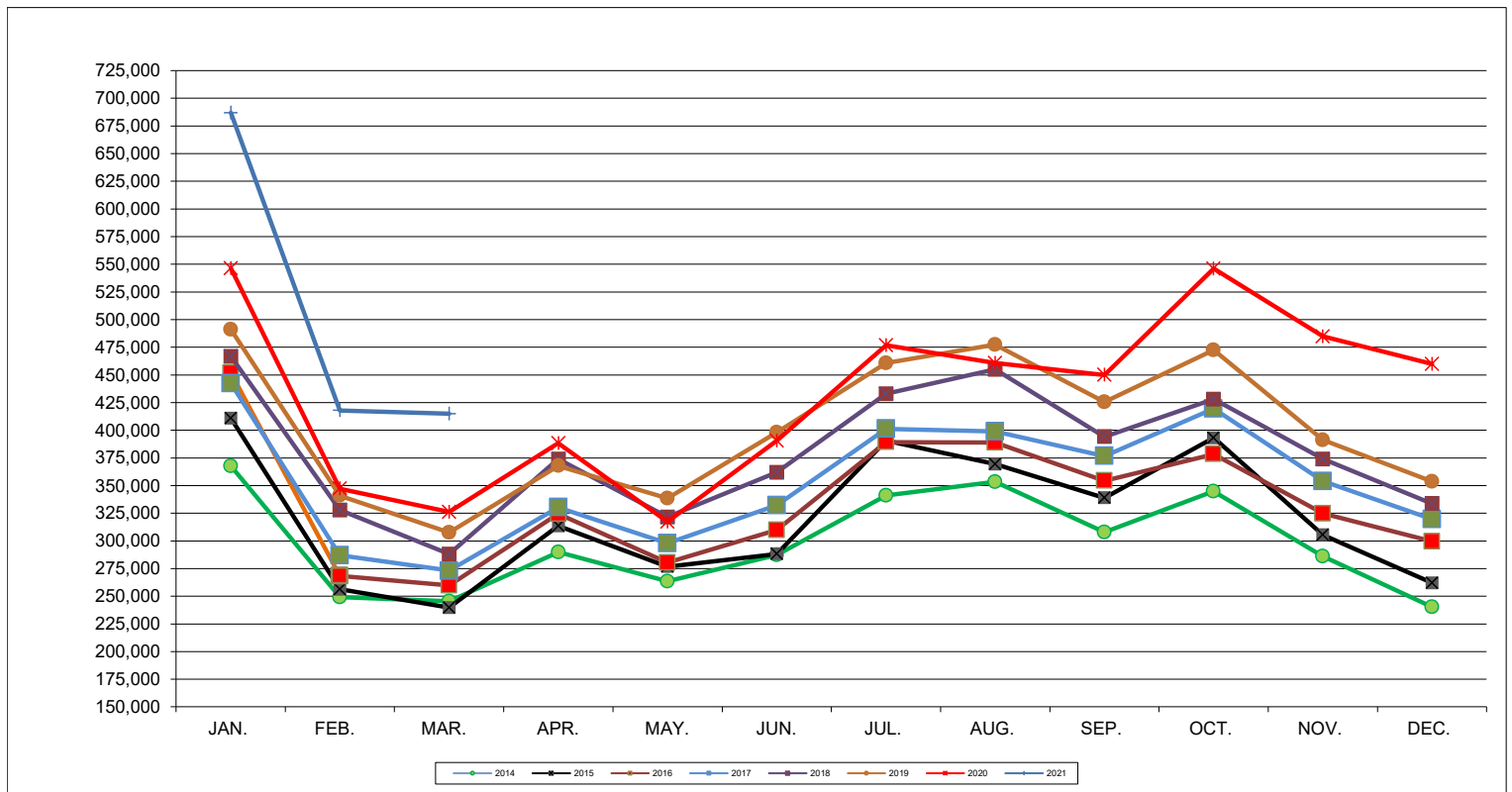
ATTACHMENT Qa

<b>03.31.21</b>	<b>ANB</b>	<b>Alpine MM</b>	<b>CSAFE</b>	<b>Colotrust</b>	<b>1st Bank</b>	<b>Alpine Bank</b>	<b>Total</b>
	01-1042	01-1044	01-1042	01-1042	01.1042	Checking	
General	888,778.11	1,874,751.97	1,226,328.14	3,163,348.23	1,026,354.17	289,517.06	8,469,077.69
Conservation Trust			50,361.90			91,814.28	142,176.18
Victims Assistance						-2,937.30	-2,937.30
Lodging Tax						9,466.61	9,466.61
Disposable Bag Fee						-4,495.37	-4,495.37
1% for Arts						19,653.82	19,653.82
Energy Efficient Bldg						22,018.00	22,018.00
Wastewater	1,569,410.82	2,083,970.84	422,050.34	152,749.53	1,026,354.19	-173,029.22	5,081,506.50
Water	371,631.86	767,951.42	422,050.34	152,749.53		980,258.70	2,694,641.85
Trash						-107,657.63	-107,657.63
Carbondale Housing						538,582.84	538,582.84
Development Ded Fee		800,825.86				-186,022.04	614,803.82
Streetscape				763,752.88		-818,986.22	-55,233.34
Capital Construction		979,705.31				-861,672.20	118,033.11
Recreation S&U Tax		526,941.79	982,598.08			413,674.54	1,923,214.41
Community Enhancement						43,323.80	43,323.80
Sales & Use Tax				203,667.19		153,738.52	357,405.71
Bond						58,215.19	58,215.19
<b>Total</b>	<b>2,829,820.79</b>	<b>7,034,147.20</b>	<b>3,103,388.80</b>	<b>4,436,267.37</b>	<b>2,052,708.36</b>	<b>465,463.38</b>	<b>19,921,795.90</b>
	14.20%	35.31%	15.58%	22.27%	10.30%	2.34%	100.00%

## TOWN OF CARBONDALE RETAIL SALES TAX REVIEW

## Sales Tax

REPORT MONTH	2014	2015	2016	2017	2018	2019	2020	2021	2020-2021 % Change	2019-2020 % Change	2018-2019 % Change	2017-2018 % Change	2016-2017 % Change
JAN.	367,636	411,031	451,933	442,286	466,732	491,161	546,391	686,882	25.7%	11.2%	5.2%	5.5%	-2.1%
FEB.	249,179	256,325	268,392	287,021	327,884	340,937	347,200	417,944	20.4%	1.8%	4.0%	14.2%	6.9%
MAR.	245,456	239,569	259,817	273,037	288,193	307,643	326,242	414,821	27.2%	6.0%	6.7%	5.6%	5.1%
APR.	289,889	313,635	324,451	330,369	373,941	367,843	388,225		-100.0%	5.5%	-1.6%	13.2%	1.8%
MAY.	263,518	276,839	280,445	297,902	321,523	338,565	317,168		-100.0%	-6.3%	5.3%	7.9%	6.2%
JUN.	287,215	288,279	309,930	332,166	361,992	398,072	390,546		-100.0%	-1.9%	10.0%	9.0%	7.2%
JUL.	340,914	390,492	389,296	401,315	432,990	460,786	476,740		-100.0%	3.5%	6.4%	7.9%	3.1%
AUG.	353,235	369,433	388,942	399,004	455,077	477,407	460,707		-100.0%	-3.5%	4.9%	14.1%	2.6%
SEP.	307,769	338,918	354,391	376,715	394,154	425,610	450,007		-100.0%	5.7%	8.0%	4.6%	6.3%
OCT.	344,830	393,108	378,425	419,404	428,150	472,462	546,035		-100.0%	15.6%	10.3%	2.1%	10.8%
NOV.	285,965	305,444	324,692	353,954	374,101	391,135	484,686		-100.0%	23.9%	4.6%	5.7%	9.0%
DEC.	240,322	262,131	299,554	319,509	333,759	353,640	459,812		-100.0%	30.0%	6.0%	4.5%	6.7%
Adj	29,483			61,400									
Subtotal: (3.5%)	3,605,411	3,845,203	4,030,268	4,294,082	4,558,496	4,825,261	5,193,758	1,519,647		7.6%	5.9%	6.2%	6.5%

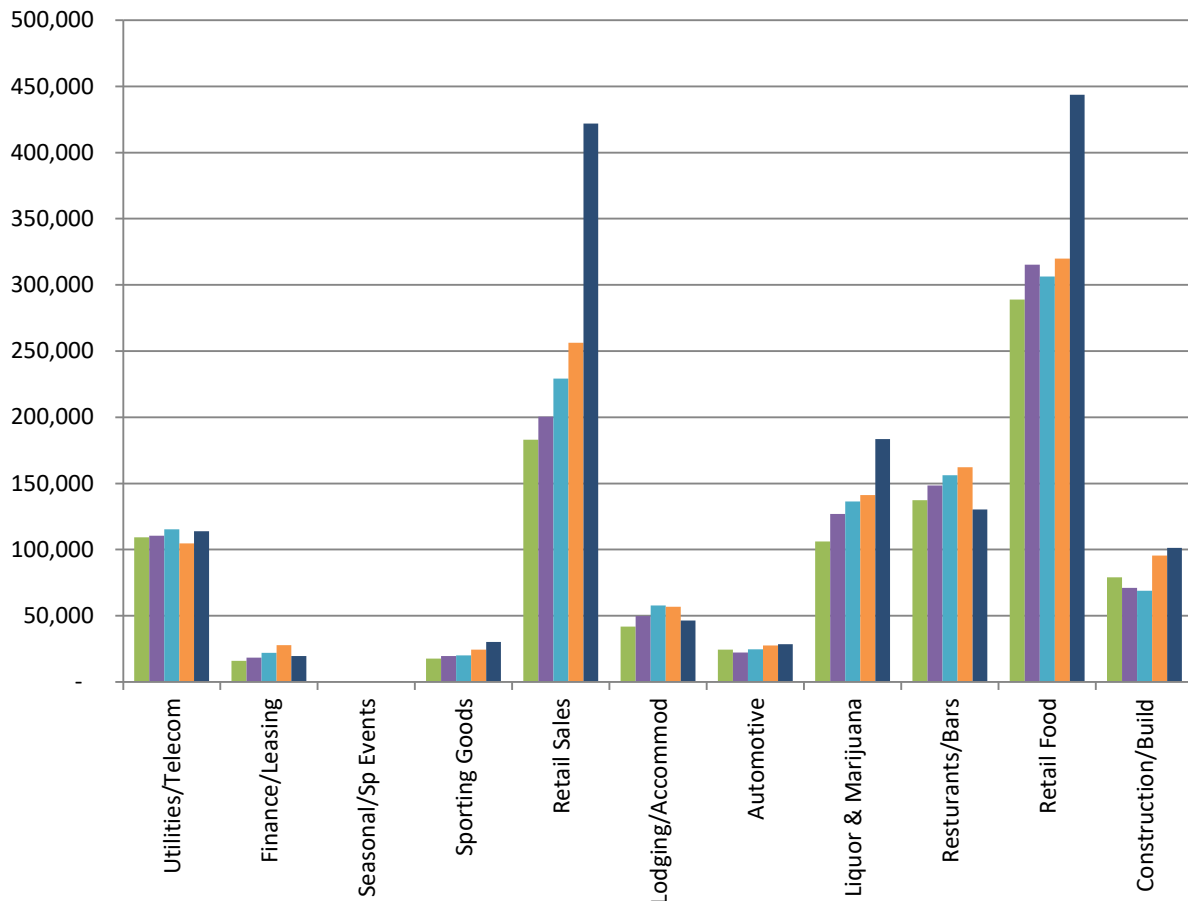


# Town of Carbondale

1st Quarter	2017	2018	2019	2020	2021	Change
Utilities/Telecom	109,316	110,432	115,387	104,625	113,863	8.8%
Finance/Leasing	15,959	18,338	21,911	27,898	19,545	-29.9%
Seasonal/Sp Events	-	-	-	-	780	0.0%
Sporting Goods	17,582	19,669	20,056	24,432	30,120	23.3%
Retail Sales	183,090	200,496	229,173	256,388	421,954	64.6%
Lodging/Accommod	41,761	49,713	57,719	56,939	46,303	-18.7%
Automotive	24,355	22,313	24,710	27,514	28,411	3.3%
Liquor & Marijuana	106,131	126,936	136,384	141,294	183,550	29.9%
Resturants/Bars	137,299	148,547	156,124	162,231	130,339	-19.7%
Retail Food	288,839	315,306	306,271	319,930	443,569	38.6%
Construction/Build	79,129	71,140	68,884	95,627	101,377	6.0%
Total	1,003,463	1,082,890	1,136,618	1,216,876	1,519,811	24.9%

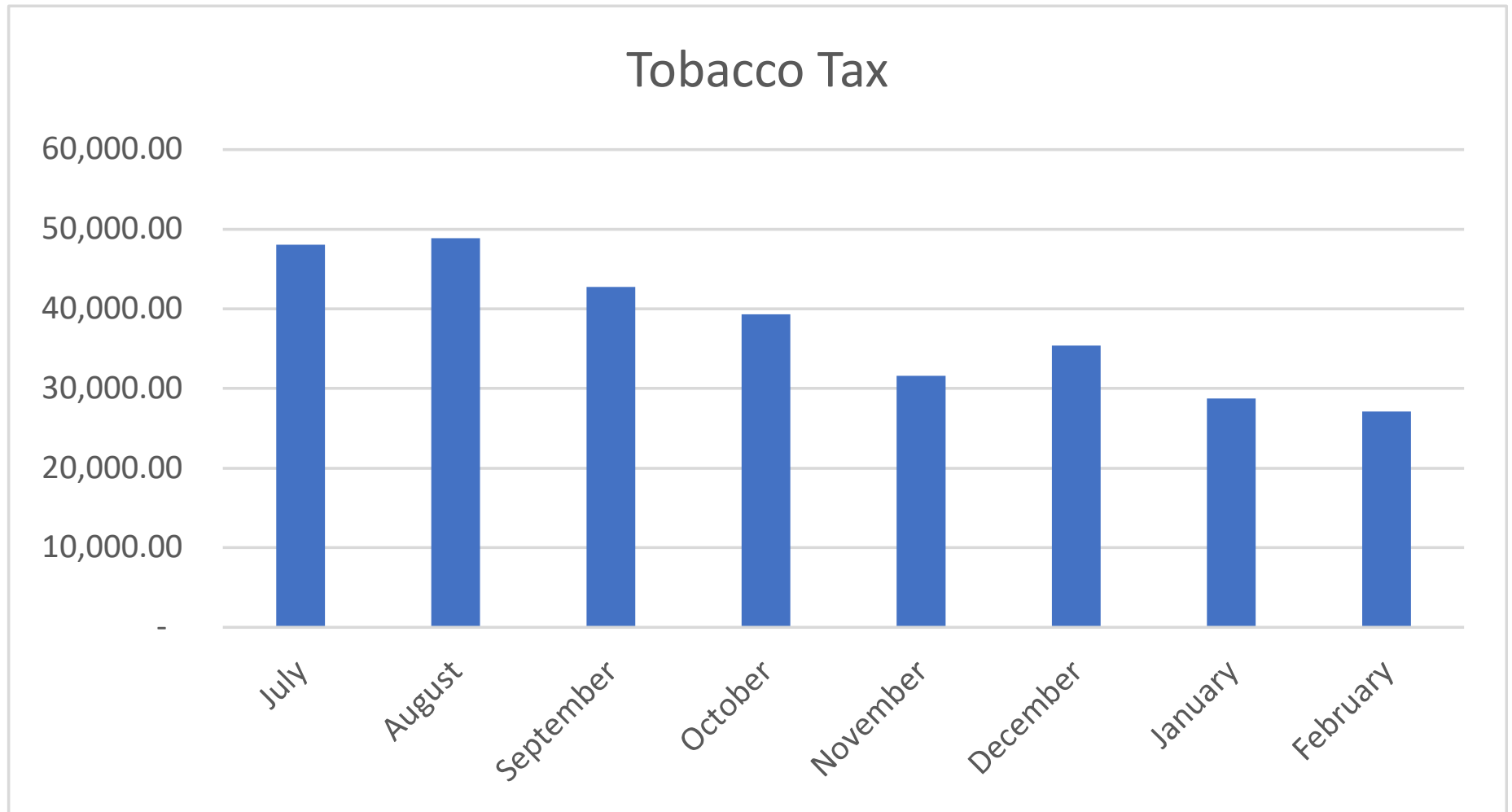
## Sales Tax Revenue-1st Qtr.

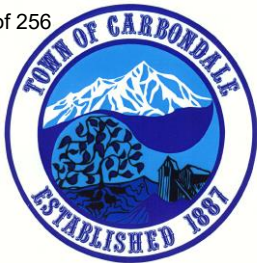
2017 2018 2019 2020 2021



**LODGING TAX**

	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>	<b>2020-2021 <u>% change</u></b>	<b>2019-2020 <u>% change</u></b>
JAN	7,158.67	8,514.25	9,223.97	11,616.31	12,894.02	8,373.06	-35.1%	11.0%
FEB	6,011.75	6,413.22	8,383.80	9,721.43	10,543.68	8,655.88	-17.9%	8.5%
MAR	8,061.05	9,332.84	10,991.21	11,377.88	5,032.33		-100.0%	-55.8%
APR	4,695.08	4,982.99	6,476.42	6,415.25	1,134.75		-100.0%	-82.3%
MAY	6,040.80	8,070.50	10,004.59	9,310.10	4,618.21		-100.0%	-50.4%
JUN	11,955.61	11,777.36	14,736.02	13,784.80	9,938.81		-100.0%	-27.9%
JUL	12,274.51	14,205.84	15,112.29	14,877.67	14,399.63		-100.0%	-3.2%
AUG	10,744.46	14,490.17	14,035.80	14,391.20	14,073.77		-100.0%	-2.2%
SEP	13,223.29	15,658.52	14,673.79	14,269.04	13,797.70		-100.0%	-3.3%
OCT	6,859.71	11,380.59	8,815.19	9,894.23	11,288.42		-100.0%	14.1%
NOV	4,870.17	7,396.21	5,798.48	6,049.05	7,327.00		-100.0%	21.1%
DEC	8,164.53	9,830.03	8,751.93	9,933.63	9,764.78		-100.0%	-1.7%
<b>TOTAL</b>	<b>100,059.63</b>	<b>122,052.52</b>	<b>127,003.49</b>	<b>131,640.59</b>	<b>114,813.10</b>	<b>17,028.94</b>		<b>-27.3%</b>





# TOWN OF CARBONDALE

## PUBLIC WORKS

511 Colorado Avenue  
Carbondale, CO 81623

### Board of Trustees Agenda Memorandum

Meeting Date: April 27, 2021

**TITLE:** Public Works/Utilities First Quarter Report

**SUBMITTING DEPARTMENT:** Public Works

**STREETS DEPARTMENT/ADMINISTRATION:**

Annual Projects: The chip seal project for this year was awarded in early March and will be completed between mid-May and the first of July. Unit prices were approximately 5% lower than last year.

Other Projects: The streets and utilities crews completed the concrete lining on a portion of the Carbondale ditch near Thompson Corner.

Bids for the Colorado Avenue Sewer project were received on April 16<sup>th</sup> and the construction agreement is on tonight's agenda for approval. The project will be complete by June 30, 2021.

Work continues on the 8<sup>th</sup> Street Multi-Modal and Traffic Calming Study. The Board gave direction to staff to move ahead with a concept similar to "Option A" which was one of the final options considered by the Bike, Pedestrian and Trails Commission. This option retains the majority of parking on both sides, will have minimum 6' sidewalks on both sides, will employ traffic calming design elements and will have 10' travel lanes and 8' parking lanes. Staff will be working with our engineering consultant to prepare construction plans in the coming months.

This construction season, CDOT will be replacing the span-wire signals at SH 133/Meadow Wood and SH 133 and Village Road, with mast arm signals similar to the one at SH 133/Snowmass. This project will impact traffic at these intersections and may involve night work at the Village Road location only.

Annual Maintenance Work: As time allows, the streets crew has been sweeping, repairing potholes and trails, and completing sign repairs and replacements. They have also worked on snow and ice removal.

Development Work: Work on public improvements for the Main Street Marketplace, Thompson Park, 1201 Main Street projects continue.



Utility work related to Sopris Lodge was completed early this spring. Work on the pedestrian connection to the Rio Grande Trail as well as paving work on Rio Grande lane remain to be completed this spring.

Engineering Services: Staff continued to work with Roaring Fork Engineering to finish the new clarifier at the wastewater treatment plant, and the capacity expansion at the Roaring Fork treatment plant. In addition, work continued on updating the Public Works Manual. RFE is also working on a preliminary roundabout design at the Industry Place/SH 133 intersection and will be starting work on the 8<sup>th</sup> Street design.

Town Arborist: The Town Arborist and Landscape Technician removed holiday lighting in the downtown area, removed the spruce trees from the flower pots and continued pruning efforts as time allowed. They also worked on snow removal in the downtown areas after storms and have begun spring maintenance of landscaped areas around town.

Boards and Commissions: Public works staff continues to provide support for several of the town's boards and commissions including the Bike, Pedestrian and Trails Commission, the Environmental Board, the Carbondale Public Arts Commission, the Tree Board and the Board of Trustees.

## **WATER DEPARTMENT**

The average daily flow for the three treatment plants from January through March was 0.56 MGD. The water treatment plants have been able to keep up with demands with no significant concerns.

Nettle Creek: The South Nettle Creek supply remained at base flow of 400 gallons per minute (0.57 MGD) through February and dropped down to an average of 360 gpm (0.518 MGD) as of April. We anticipate this flow will remain until the snow begins to melt.

A Tier 1 application has been submitted to DOLA for the Nettle Creek Hydro Project. The awards for this grant cycle are anticipated to be made in early May 2021. This project will be bid once we know whether or not we received a grant.

The Nettle Creek pump back final design is close to being complete. Staff continues to work on easement acquisition with the neighboring landowner and Holy Cross for installation of the electric line to the uppermost vault south of town.

Roaring Fork: The Roaring Fork Treatment Plant filter addition has been completed. The plant is operational with the new filters and control system. The plant has been operating in conjunction with the Crystal Well plant to supplement the Nettle Creek plant production and to maintain operations during the winter.

The Roaring Fork wells have recently been inspected with the #2 well taken out of service for a leaking seal. This will be to be brought back into service as soon as the parts are installed.

Investigations continue for a future well addition in the Roaring Fork well field

Crystal Well: The treatment system on the Crystal well continues to run with no reported problems. The plant has been operating in conjunction with the Roaring Fork Plant to supplement the Nettle Creek plant production and to maintain operations during the winter.

Distribution system: There have been no reported problems in the distribution system. Leak detection was performed the week of April 12<sup>th</sup> with only one leak reported, this is on the schedule for repair.

Gateway RV Park: The water system in the RV park is being prepared for the summer season. Staff will be pressure testing and disinfecting the system prior to opening the campground.

Crystal River Restoration Plan: The 90% plans, specifications and estimate have been distributed to the stake holders. The stakeholders continue to work on grant opportunities and for the implementation of the plan.

Irrigation ditches: The ditches have been cleaned and turned on as of April 14<sup>th</sup>.

Two flumes were installed on the Weaver ditch to monitor flows as part of the Weaver ditch efficiency project. Data loggers have been installed to capture the hourly flow through the flumes which will depict the 24-hour flow regimes throughout the irrigation season.

## **WASTEWATER DEPARTMENT**

Treatment Plant: The wastewater plant has been operating well. The new clarifier was placed in service on February 17<sup>th</sup>. One item remains to be addressed with the collection trough which will be addressed once the final part for the collection trough is delivered.

The automatic voltage regulator (AVR) on the main power supply to the treatment plant has been installed and commissioned.

Collection System: We have received a new camera for the wastewater video inspections. This completes the upgrade for the sewer inspection system. There have been no reported problems with the collection system. Staff continues to perform maintenance of the collection system as time allows with cleaning and video inspections.

## **OTHER**

SCADA System: The computer upgrades for the Central computer and the Roaring Fork computer have been performed. The new equipment at the Roaring Fork Well House, Roaring Fork Treatment plant and the clarifier has been incorporated into the system.

Mapping: The GIS mapping continues to be updated.

Staffing: We are fully staffed, and certification testing continues with all staff members.



**TOWN OF CARBONDALE  
511 COLORADO AVENUE  
CARBONDALE, CO 81623**

## Board of Trustees Agenda Memorandum

Meeting Date: 4/27/2021

**TITLE:** Planning Department Administrative Report

**SUBMITTING DEPARTMENT:** Planning Department

**ATTACHMENTS:** None

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Comprehensive Plan Update – The Town received five proposals in response to the Request for Proposal (RFP) for the Comprehensive Plan Update 2021. A sub-committee of three Commissioners short-listed the consultant teams to three. The three consultant teams were interviewed by the sub-committee. This group then formed a recommendation which was brought before the full Commission on April 15, 2021. At that meeting, the Commission made a recommendation on selection of the consultant team. This will be coming before the Board in May.

485 Mancos Minor Site Plan and Conditional Use Permit- The Planning and Zoning Commission reviewed a proposal for an accessory dwelling unit at 485 Mancos. The Commission continued the hearing to the April 15<sup>th</sup> meeting to allow time for the applicant to clarify some items such as building height and the location of private outdoor space. There was a large amount of public comment on the application from involved neighbors. The Commission approved the application on April 15<sup>th</sup>. An appeal is pending. This will be a de novo (new) public hearing before the Board of Trustees.

Carbondale Historic Preservation Commission Board Check-in- The CHPC and the Board had an annual check in at the 2-16-2021 work session. The CHPC outlined the goals for the coming year that include revising the adopted design guidelines for residential properties and to explore revising the code to allow for a courtesy review of new residential structures and additions in the Old Town Residential zone district.

Carbondale Center Place Major Site Plan Review- On January 14, 2021, the Planning Commission held a second public hearing to consider a Major Site Plan Review application for Carbondale Center Place (Sopris Shopping Center and Sopris Self-Storage facility). At that meeting, after review of supplemental material, opening public comment and discussion, the Commission recommended approval of the application. This item came before the Board on February 9, 2021. At the meeting, the Board approved the application and directed Staff to prepare approval documents. These documents came before the Board on March 23, 2021 and were approved.

Eastwood Annexation, Rezoning, MSPR and Conditional Use Permit – Town Staff, the Town Attorney and the applicant has been working on getting the approval documents finalized in order for them to be recorded. The Town has not yet received a building permit for this development.

Planning Commission Interviews- At the February 25, 2021 meeting, the Planning and Zoning Commission interviewed and recommended approval of two applicants for the open seats on P&Z. The Board appointed the two new Commissioners on March 9, 2021.

Thompson Park – A public hearing was held before the Planning Commission on January 14, 2021 and February 25, 2021 for consideration of a Preliminary/Final Plat to subdivide Parcels 3 and 4 in Thompson Park. The Planning Commission recommended approval of the application.

American National Bank (ANB) – An application for Rezoning, Site Plan Review, Special Unit Permit and Subdivision Exemption came before the Planning Commission on March 11, 2021. The public hearing was continued to April 15, 2021 in order for the applicant to submit additional information and to have Staff develop a list of conditions and findings of approval.

734 Garfield Avenue – The Planning Commission held a public hearing to consider an application for a Subdivision Exemption to divide a parcel into two lots in the R/MD zone district. This zone district allows 3,000 sq. ft. lots.

CAFCI – Planning Staff participated in CAFCI's monthly meeting to update them on the Comprehensive Plan Update process and answer general planning questions.

Property Inquiries – The demand for housing in the Town and Valley is high. Planning and Building Staff has been dealing with numerous building permit. The volume of phone calls and e-mails is high.

Mapping – Staff continues to work with Roaring Fork Geospatial (RFG) to keep the Planning Story Map up to date. This map is a visual representation of significant or large projects going through the planning process or under

construction. The description of the projects generally includes a site plan, building elevations and sample renderings if available. The map also includes a link to the land use application for projects going through the land use process.

Planning Records – Planning Staff continues to work with Jill Peterson on organizing, scanning, and placing planning files in Laserfiche. Approximately 25 years' worth of files (1990 – 2015) have been completed. This will make it easier for Town Staff and the public to do research on properties.

Prepared By: John Leybourne and Janet Buck

JH  
Town Manager



**TOWN OF CARBONDALE  
511 COLORADO AVENUE  
CARBONDALE, CO 81623**

## Board of Trustees Agenda Memorandum

Meeting Date: 4-20-2021

**TITLE:** Building Department First Quarter Update

**SUBMITTING DEPARTMENT:** Building Department

**ATTACHMENTS:** First Quarter Permits & Inspection Reports

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### **Building Department**

- In the first quarter, the Building Department received 116 permit applications including: 20 Plumbing Permits, 34 Mechanical Permits, 14 Solar Permits, 1 Demolition Permit and 47 Building Permits. In the first quarter of last year there was a total of 92 permits compared to 116 permits in the first quarter of this year. Last year there were 6 solar permits in the first quarter compared to this year with 14 Solar Permits. There were 2 new single-family residences, 2 Duplexes, 1 single-family with an ADU issued with 5 single-family homes in review this quarter. There are three commercial buildings in review currently, one apartment building with 18 rental units, the lumber yard, and the Fire Department Training Facility.
- 340 inspections were performed in the first quarter, including 48 final inspections, as compared to the first quarter last year having 202 inspections. See the attached report for a detailed explanation.
- The Building Department is performing field inspections on Mondays, Wednesdays and Fridays. Plan Reviews are done on Tuesday and Thursdays to help minimize the permit turnaround time. We are occasionally using a contract inspector also.
- The Building Department continues to answer routine inquiries, hold pre-submittal meetings with architects via phone and on-site inspections are limited at this time with Covid-19.
- Jeff Dickinson, thru CLEER has been working on amendment suggestions for the International Green Construction Code (IgCC) for commercial construction. An agenda item for the 04/20/2021 Work Session.
- I have received some preliminary documentation regarding the 2021 International Code Adoption. I will be sorting thru the significant changes to document which changes will directly affect Carbondale. We are looking to move from the 2009 I-Codes to the 2021 I-Codes, a fairly significant jump with several moving parts.

Prepared By: John Plano  
Building Official

JH  
Town Manager

Inspection Date	Inspection	Inspector	File#	Property Address
01/05/2021	Rough Plumbing	John Plano	20-000101	2655 Dolores Way
01/05/2021	Solar Inspection	John Plano	20-000285	200 CLEARWATER Road
01/05/2021	Drywall	John Plano	20-000224	1629 East DOLORES Way Unit A & B
01/05/2021	Insulation	John Plano	20-000023	1201 Main Street
01/05/2021	Window Inspection	John Plano	20-000281	723 Lincoln Avenue
01/07/2021	Final Building	John Plano	19-000143	202 Lewies Circle
01/07/2021	Final Plumbing	John Plano	19-000143	202 Lewies Circle
01/07/2021	Final Heating/Ventilation	John Plano	19-000143	202 Lewies Circle
01/07/2021	Footing	John Plano	20-000112	211 Lewies Circle
01/07/2021	Framing	John Plano	20-000259	370 OAK RUN Road
01/07/2021	Framing	John Plano	20-000153	2111 Cross Street
01/07/2021	Fireplace/Gas Stove	John Plano	19-000068	162 SOPRIS MESA Drive
01/07/2021	Final Heating/Ventilation	John Plano	20-000251	425 OAK RUN Road
01/07/2021	Final Heating/Ventilation	John Plano	20-000286	939 WHEEL Circle
01/07/2021	Foundation	John Plano	20-000214	234 CRYSTAL CANYON Drive
01/07/2021	Framing	John Plano	20-000146	1150 133 Highway
01/07/2021	Drywall	John Plano	20-000023	1201 Main Street
01/07/2021	Gas Piping	John Plano	20-000023	1201 Main Street
01/07/2021	Footing	John Plano	20-000113	213 Lewies Circle
01/07/2021	Footing	John Plano	20-000114	215 Lewies Circle
01/07/2021	Footing	John Plano	20-000115	217 Lewies Circle
01/07/2021	Final Heating/Ventilation	John Plano	19-000182	4119 CRYSTAL BRIDGE Drive
01/07/2021	Final Building	John Plano	12-000018	38 Maroon Drive
01/07/2021	Final Plumbing	John Plano	19-000182	4119 CRYSTAL BRIDGE Drive
01/12/2021	Footing	John Plano	20-000154	2051 Cross Street
01/12/2021	Insulation	John Plano	20-000041	66 CRYSTAL CANYON Drive
01/12/2021	Drywall	John Plano	20-000023	1201 Main Street
01/12/2021	Framing	John Plano	20-000229	901 Highway 133
01/12/2021	Insulation	John Plano	20-000050	158 SOPRIS MESA Drive
01/12/2021	Window Inspection	John Plano	20-000263	92 CRYSTAL Circle
01/12/2021	Window Inspection	John Plano	20-000263	92 CRYSTAL Circle
01/12/2021	Framing	John Plano	20-000101	2655 Dolores Way
01/14/2021	Final Building	John Plano	20-000182	335 OAK RUN Road

01/14/2021	Final Building	John Plano	20-000080	914 CEDAR CREEK
01/14/2021	Final Heating/Ventilation	John Plano	20-000286	939 WHEEL Circle
01/14/2021	Final Building	John Plano	19-000150	1072 WHEEL Drive
01/14/2021	Plumbing Underground	John Plano	20-000154	2051 Cross Street
01/14/2021	Drywall	John Plano	20-000146	1150 133 Highway
01/14/2021	Footing	John Plano	20-000112	211 Lewies Circle
01/14/2021	Footing	John Plano	20-000113	213 Lewies Circle
01/14/2021	Footing	John Plano	20-000114	215 Lewies Circle
01/14/2021	Footing	John Plano	20-000115	217 Lewies Circle
01/14/2021	Consultation	John Plano	20-000031	214 Lewies Circle
01/14/2021	Consultation	John Plano	20-000032	216 Lewies Circle
01/14/2021	Consultation	John Plano	20-000033	218 Lewies Circle
01/14/2021	Plumbing Underground	John Plano	20-000292	901 Highway 133 Unit D
01/14/2021	Consultation	John Plano	20-000030	212 Lewies Circle
01/14/2021	Framing	John Plano	20-000224	1629 East DOLORES Way Unit A & B
01/19/2021	Temporary Certificate of Occupancy	John Plano	19-000182	4119 CRYSTAL BRIDGE Drive
01/19/2021	Rough Plumbing	John Plano	19-000257	4066 CRYSTAL BRIDGE Drive
01/19/2021	Insulation	John Plano	20-000023	1201 Main Street
01/19/2021	Drywall	John Plano	20-000224	1629 East DOLORES Way Unit A & B
01/19/2021	Gas Piping	John Plano	20-000042	233 CRYSTAL CANYON Drive
01/19/2021	Gas Piping	John Plano	21-000007	929 VILLAGE Road
01/19/2021	Framing	John Plano	20-000153	2111 Cross Street
01/19/2021	Drywall	John Plano	20-000101	2655 Dolores Way
01/21/2021	Drywall	John Plano	20-000023	1201 Main Street
01/21/2021	Footing	John Plano	20-000257	707 PERRY RIDGE
01/21/2021	Final Building	John Plano	16-000191	901 Highway 133
01/21/2021	Drywall	John Plano	20-000101	2655 Dolores Way
01/21/2021	Drywall	John Plano	20-000224	1629 East DOLORES Way Unit A & B
01/21/2021	Drywall	John Plano	20-000047	665 North Bridge Drive
01/21/2021	Framing	John Plano	20-000147	3640/3660 Crystal Bridge Drive
01/21/2021	Radon Mitigation	John Plano	20-000154	2051 Cross Street
01/25/2021	Plumbing Underground	John Plano	20-000214	234 CRYSTAL CANYON Drive
01/25/2021	Gas Piping	John Plano	20-000050	158 SOPRIS MESA Drive
01/25/2021	Final Building	John Plano	19-000218	311 CRYSTAL CANYON Drive



01/25/2021	Final Plumbing	John Plano	19-000218	311 CRYSTAL CANYON Drive
01/25/2021	Roofing	John Plano	21-000005	564 GRACELAND Drive
01/25/2021	Insulation	John Plano	20-000023	1201 Main Street
01/25/2021	Framing	John Plano	20-000147	3640/3660 Crystal Bridge Drive
01/25/2021	Insulation	John Plano	20-000101	2655 Dolores Way
01/25/2021	Insulation	John Plano	16-000264	306 CLEVELAND Place
01/25/2021	Consultation	John Plano	20-000259	370 OAK RUN Road
01/25/2021	Framing	John Plano	16-000264	306 CLEVELAND Place
01/27/2021	Gas Piping	John Plano	19-000257	4066 CRYSTAL BRIDGE Drive
01/27/2021	Foundation	John Plano	20-000112	211 Lewies Circle
01/27/2021	Foundation	John Plano	20-000113	213 Lewies Circle
01/27/2021	Foundation	John Plano	20-000114	215 Lewies Circle
01/27/2021	Foundation	John Plano	20-000115	217 Lewies Circle
01/27/2021	Drywall	John Plano	20-000023	1201 Main Street
01/27/2021	Drywall	John Plano	20-000098	1200 HERITAGE Drive
01/27/2021	Fireplace/Gas Stove	John Plano	20-000098	1200 HERITAGE Drive
01/27/2021	Drywall	John Plano	20-000101	2655 Dolores Way
01/27/2021	Window Inspection	John Plano	20-000288	1125 CARA Court
01/29/2021	Final Building	John Plano	20-000062	522 8th Street
01/29/2021	Foundation	John Plano	20-000257	707 PERRY RIDGE
01/29/2021	Final Heating/Ventilation	John Plano	20-000218	236 & 238 SOPRIS Avenue
01/29/2021	Final Building	John Plano	19-000082	108 Lewies Circle
01/29/2021	Final Building	John Plano	19-000083	110 Lewies Circle
01/29/2021	Final Plumbing	John Plano	19-000083	110 Lewies Circle
01/29/2021	Final Heating/Ventilation	John Plano	19-000083	110 Lewies Circle
01/29/2021	Final Plumbing	John Plano	19-000082	108 Lewies Circle
01/29/2021	Final Heating/Ventilation	John Plano	19-000082	108 Lewies Circle
01/29/2021	Consultation	John Plano	20-000295	901 Highway 133 Unit F
01/29/2021	Roofing	John Plano	21-000005	564 GRACELAND Drive
01/29/2021	Gas Piping	John Plano	20-000047	665 North Bridge Drive
01/29/2021	Drywall	John Plano	20-000050	158 SOPRIS MESA Drive
01/29/2021	Fence	John Plano	20-000278	585 GRACELAND Drive
01/29/2021	Drywall	John Plano	20-000023	1201 Main Street
01/29/2021	Drywall	John Plano	20-000101	2655 Dolores Way

02/03/2021	Drywall	John Plano	20-000023	1201 Main Street
02/03/2021	Foundation	John Plano	20-000214	234 CRYSTAL CANYON Drive
02/03/2021	Plumbing Underground	John Plano	20-000295	901 Highway 133 Unit F
02/05/2021	Final Building	John Plano	19-000011	700 PERRY RIDGE
02/05/2021	Drywall	John Plano	20-000041	66 CRYSTAL CANYON Drive
02/05/2021	Drywall	John Plano	20-000153	2111 Cross Street
02/05/2021	Drywall	John Plano	20-000023	1201 Main Street
02/05/2021	Final Building	John Plano	19-000143	202 Lewies Circle
02/05/2021	Consultation	John Plano	19-000068	162 SOPRIS MESA Drive
02/05/2021	Plumbing Underground	John Plano	20-000224	1629 East DOLORES Way Unit A & B
02/08/2021	Weather Proofing	John Plano	20-000257	707 PERRY RIDGE
02/08/2021	Rough Heating/Ventilation	John Plano	20-000030	212 Lewies Circle
02/08/2021	Framing	John Plano	20-000030	212 Lewies Circle
02/08/2021	Rough Plumbing	John Plano	20-000030	212 Lewies Circle
02/08/2021	Framing	John Plano	20-000031	214 Lewies Circle
02/08/2021	Rough Plumbing	John Plano	20-000031	214 Lewies Circle
02/08/2021	Rough Heating/Ventilation	John Plano	20-000031	214 Lewies Circle
02/08/2021	Framing	John Plano	20-000032	216 Lewies Circle
02/08/2021	Framing	John Plano	20-000033	218 Lewies Circle
02/08/2021	Rough Plumbing	John Plano	20-000033	218 Lewies Circle
02/08/2021	Rough Heating/Ventilation	John Plano	20-000033	218 Lewies Circle
02/08/2021	Rough Heating/Ventilation	John Plano	20-000032	216 Lewies Circle
02/08/2021	Roofing	John Plano	21-000005	564 GRACELAND Drive
02/08/2021	Rough Plumbing	John Plano	20-000147	3640/3660 Crystal Bridge Drive
02/08/2021	Rough Heating/Ventilation	John Plano	20-000147	3640/3660 Crystal Bridge Drive
02/08/2021	Window Inspection	John Plano	20-000258	100 CRYSTAL Road
02/08/2021	Rough Plumbing	John Plano	20-000023	1201 Main Street
02/08/2021	Damp Proofing	John Plano	20-000214	234 CRYSTAL CANYON Drive
02/08/2021	Framing	John Plano	20-000147	3640/3660 Crystal Bridge Drive
02/08/2021	Drywall	John Plano	20-000101	2655 Dolores Way
02/10/2021	Temporary Certificate of Occupancy	John Plano	19-000224	48 South Bridge Court
02/10/2021	Foundation Drain	John Plano	20-000257	707 PERRY RIDGE
02/10/2021	Framing	John Plano	20-000030	212 Lewies Circle
02/10/2021	Rough Plumbing	John Plano	20-000030	212 Lewies Circle

02/10/2021	Rough Heating/Ventilation	John Plano	20-000030	212 Lewies Circle
02/10/2021	Framing	John Plano	20-000031	214 Lewies Circle
02/10/2021	Rough Plumbing	John Plano	20-000032	216 Lewies Circle
02/10/2021	Framing	John Plano	20-000032	216 Lewies Circle
02/10/2021	Rough Heating/Ventilation	John Plano	20-000032	216 Lewies Circle
02/10/2021	Framing	John Plano	20-000033	218 Lewies Circle
02/10/2021	Rough Plumbing	John Plano	20-000033	218 Lewies Circle
02/10/2021	Rough Heating/Ventilation	John Plano	20-000033	218 Lewies Circle
02/10/2021	Drywall	John Plano	20-000101	2655 Dolores Way
02/10/2021	Window Inspection	John Plano	20-000283	793 LATIGO Court
02/10/2021	Plumbing Underground	John Plano	20-000229	901 Highway 133
02/10/2021	Firestopping	John Plano	20-000023	1201 Main Street
02/12/2021	Roofing	John Plano	20-000265	1359 WALD Drive
02/12/2021	Framing	John Plano	21-000014	770 INDUSTRY Place
02/12/2021	Window Inspection	John Plano	20-000258	100 CRYSTAL Road
02/12/2021	Window Inspection	John Plano	20-000287	801 LATIGO Loop
02/12/2021	Insulation	John Plano	20-000147	3640/3660 Crystal Bridge Drive
02/12/2021	Drywall	John Plano	20-000023	1201 Main Street
02/12/2021	Firestopping	John Plano	20-000101	2655 Dolores Way
02/12/2021	Drywall	John Plano	20-000050	158 SOPRIS MESA Drive
02/12/2021	Rough Plumbing	John Plano	20-000031	214 Lewies Circle
02/12/2021	Rough Heating/Ventilation	John Plano	20-000031	214 Lewies Circle
02/12/2021	Footing	John Plano	20-000256	633 PERRY RIDGE
02/17/2021	Temporary Certificate of Occupancy	John Plano	20-000146	1150 133 Highway
02/17/2021	Rough Plumbing	John Plano	20-000224	1629 East DOLORES Way Unit A & B
02/17/2021	Framing	John Plano	20-000147	3640/3660 Crystal Bridge Drive
02/17/2021	Rough Plumbing	John Plano	20-000147	3640/3660 Crystal Bridge Drive
02/17/2021	Rough Heating/Ventilation	John Plano	20-000147	3640/3660 Crystal Bridge Drive
02/17/2021	Rough Plumbing	John Plano	21-000019	740 LATIGO Loop
02/17/2021	Drywall	John Plano	20-000023	1201 Main Street
02/17/2021	Final Plumbing	John Plano	20-000015	150 EUCLID Avenue
02/17/2021	Final Heating/Ventilation	John Plano	20-000015	150 EUCLID Avenue
02/17/2021	Framing	John Plano	20-000033	218 Lewies Circle
02/17/2021	Framing	John Plano	20-000164	187 Tenth Street

02/17/2021	Rough Plumbing	John Plano	20-000164	187 Tenth Street
02/17/2021	Framing	John Plano	20-000206	401/403 Boundary Lane
02/17/2021	Firestopping	John Plano	20-000101	2655 Dolores Way
02/19/2021	Foundation	John Plano	20-000256	633 PERRY RIDGE
02/19/2021	Rough Plumbing	John Plano	20-000164	187 Tenth Street
02/19/2021	Rough Plumbing	John Plano	20-000292	901 Highway 133 Unit D
02/19/2021	Insulation	John Plano	20-000030	212 Lewies Circle
02/19/2021	Gas Piping	John Plano	20-000030	212 Lewies Circle
02/19/2021	Insulation	John Plano	20-000031	214 Lewies Circle
02/19/2021	Gas Piping	John Plano	20-000031	214 Lewies Circle
02/19/2021	Insulation	John Plano	20-000032	216 Lewies Circle
02/19/2021	Gas Piping	John Plano	20-000032	216 Lewies Circle
02/19/2021	Gas Piping	John Plano	20-000033	218 Lewies Circle
02/19/2021	Plumbing Underground	John Plano	20-000270	901 Highway 133 Unit E
02/19/2021	Temporary Certificate of Occupancy	John Plano	20-000042	233 CRYSTAL CANYON Drive
02/22/2021	Framing	John Plano	21-000024	303 MAIN Street
02/22/2021	Framing	John Plano	20-000023	1201 Main Street
02/22/2021	Solar Inspection	John Plano	20-000280	889 MAIN Court
02/22/2021	Solar Inspection	John Plano	19-000182	4119 CRYSTAL BRIDGE Drive
02/22/2021	Rough Plumbing	John Plano	20-000292	901 Highway 133 Unit D
02/22/2021	Drywall	John Plano	20-000147	3640/3660 Crystal Bridge Drive
02/23/2021	Final Building	John Plano	19-000224	48 South Bridge Court
02/24/2021	Final Building	John Plano	19-000036	417 SOPRIS Avenue
02/24/2021	Final Plumbing	John Plano	19-000036	417 SOPRIS Avenue
02/24/2021	Final Heating/Ventilation	John Plano	19-000036	417 SOPRIS Avenue
02/24/2021	Footing	John Plano	20-000216	86 South 3RD Street
02/24/2021	Plumbing Underground	John Plano	20-000229	901 Highway 133
02/24/2021	Insulation	John Plano	20-000147	3640/3660 Crystal Bridge Drive
02/24/2021	Insulation	John Plano	20-000030	212 Lewies Circle
02/24/2021	Insulation	John Plano	20-000031	214 Lewies Circle
02/24/2021	Insulation	John Plano	20-000032	216 Lewies Circle
02/24/2021	Drywall	John Plano	21-000024	303 MAIN Street
02/24/2021	Rough Plumbing	John Plano	20-000292	901 Highway 133 Unit D
02/24/2021	Footing	John Plano	20-000112	211 Lewies Circle

02/24/2021	Footing	John Plano	20-000113	213 Lewies Circle
02/24/2021	Footing	John Plano	20-000114	215 Lewies Circle
02/24/2021	Footing	John Plano	20-000115	217 Lewies Circle
02/24/2021	Temporary Certificate of Occupancy	John Plano	20-000042	233 CRYSTAL CANYON Drive
02/24/2021	Footing	John Plano	20-000113	213 Lewies Circle
02/24/2021	Footing	John Plano	20-000114	215 Lewies Circle
02/24/2021	Footing	John Plano	20-000115	217 Lewies Circle
02/24/2021	Footing	John Plano	20-000112	211 Lewies Circle
02/24/2021	Drywall	John Plano	20-000023	1201 Main Street
02/24/2021	Temporary Certificate of Occupancy	John Plano	19-000198	208 Lewies Circle
02/24/2021	Temporary Certificate of Occupancy	John Plano	19-000199	210 Lewies Circle
02/26/2021	Footing	John Plano	20-000023	1201 Main Street
02/26/2021	Rough Heating/Ventilation	John Plano	20-000101	2655 Dolores Way
02/26/2021	Rough Heating/Ventilation	John Plano	20-000164	187 Tenth Street
02/26/2021	Weather Proofing	John Plano	20-000256	633 PERRY RIDGE
02/26/2021	Drywall	John Plano	20-000023	1201 Main Street
02/26/2021	Rough Plumbing	John Plano	20-000164	187 Tenth Street
02/26/2021	Final Heating/Ventilation	John Plano	21-000023	745 BUGGY Circle
02/26/2021	Temporary Certificate of Occupancy	John Plano	19-000196	204 Lewies Circle
02/26/2021	Temporary Certificate of Occupancy	John Plano	19-000197	206 Lewies Circle
02/26/2021	Solar Inspection	John Plano	20-000273	1012 WHEEL Circle
02/26/2021	Temporary Certificate of Occupancy	John Plano	20-000015	150 EUCLID Avenue
03/01/2021	Framing	John Plano	21-000019	740 LATIGO Loop
03/01/2021	Rough Plumbing	John Plano	21-000019	740 LATIGO Loop
03/01/2021	Insulation	John Plano	20-000030	212 Lewies Circle
03/01/2021	Insulation	John Plano	20-000031	214 Lewies Circle
03/01/2021	Insulation	John Plano	20-000032	216 Lewies Circle
03/01/2021	Insulation	John Plano	20-000033	218 Lewies Circle
03/01/2021	Rough Heating/Ventilation	John Plano	21-000019	740 LATIGO Loop
03/01/2021	Rough Heating/Ventilation	John Plano	20-000023	1201 Main Street
03/01/2021	Gas Piping	John Plano	20-000041	66 CRYSTAL CANYON Drive
03/03/2021	Shower Pan	John Plano	20-000050	158 SOPRIS MESA Drive
03/03/2021	Rough Heating/Ventilation	John Plano	20-000101	2655 Dolores Way
03/03/2021	Rough Plumbing	John Plano	20-000023	1201 Main Street

03/03/2021	Final Building	John Plano	19-000196	204 Lewies Circle
03/03/2021	Final Building	John Plano	19-000197	206 Lewies Circle
03/03/2021	Final Building	John Plano	19-000198	208 Lewies Circle
03/03/2021	Final Building	John Plano	19-000199	210 Lewies Circle
03/03/2021	Plumbing Underground	John Plano	20-000112	211 Lewies Circle
03/03/2021	Plumbing Underground	John Plano	20-000113	213 Lewies Circle
03/03/2021	Plumbing Underground	John Plano	20-000114	215 Lewies Circle
03/03/2021	Plumbing Underground	John Plano	20-000115	217 Lewies Circle
03/03/2021	Consultation	John Plano	20-000206	401/403 Boundary Lane
03/03/2021	Final Plumbing	John Plano	19-000199	210 Lewies Circle
03/03/2021	Final Heating/Ventilation	John Plano	19-000199	210 Lewies Circle
03/03/2021	Final Heating/Ventilation	John Plano	19-000198	208 Lewies Circle
03/03/2021	Final Plumbing	John Plano	19-000198	208 Lewies Circle
03/03/2021	Final Heating/Ventilation	John Plano	19-000197	206 Lewies Circle
03/03/2021	Final Plumbing	John Plano	19-000197	206 Lewies Circle
03/03/2021	Final Heating/Ventilation	John Plano	19-000196	204 Lewies Circle
03/03/2021	Final Plumbing	John Plano	19-000196	204 Lewies Circle
03/03/2021	Solar Inspection	John Plano	21-000031	314 LINDEN Circle
03/03/2021	Window Inspection	John Plano	20-000263	92 CRYSTAL Circle
03/05/2021	Rough Heating/Ventilation	John Plano	20-000153	2111 Cross Street
03/05/2021	Shower Pan	John Plano	20-000147	3640/3660 Crystal Bridge Drive
03/05/2021	Drywall	John Plano	20-000147	3640/3660 Crystal Bridge Drive
03/05/2021	Footing	John Plano	20-000117	302 Jewels Lane
03/05/2021	Footing	John Plano	20-000118	304 Jewels Lane
03/05/2021	Footing	John Plano	20-000119	306 Jewels Lane
03/05/2021	Footing	John Plano	20-000120	308 Jewels Lane
03/05/2021	Gas Piping	John Plano	20-000098	1200 HERITAGE Drive
03/05/2021	Footing	John Plano	20-000112	211 Lewies Circle
03/05/2021	Footing	John Plano	20-000113	213 Lewies Circle
03/05/2021	Footing	John Plano	20-000114	215 Lewies Circle
03/05/2021	Footing	John Plano	20-000115	217 Lewies Circle
03/05/2021	Footing	John Plano	20-000116	300 Jewels Lane
03/05/2021	Final Building	John Plano	21-000014	770 INDUSTRY Place
03/05/2021	Solar Inspection	John Plano	20-000277	1011 WHEEL Circle

03/08/2021	Rough Heating/Ventilation	John Plano	21-000032	1264 CRYSTAL BLUFFS Loop
03/08/2021	Framing	John Plano	20-000023	1201 Main Street
03/10/2021	Framing	John Plano	20-000292	901 Highway 133 Unit D
03/10/2021	Shower Pan	John Plano	20-000050	158 SOPRIS MESA Drive
03/10/2021	Foundation	John Plano	20-000216	86 South 3RD Street
03/10/2021	Insulation	John Plano	20-000164	187 Tenth Street
03/10/2021	Final Building	John Plano	21-000024	303 MAIN Street
03/12/2021	Firestopping	John Plano	20-000023	1201 Main Street
03/12/2021	Roofing	John Plano	20-000222	1250 HENDRICK Drive
03/12/2021	Framing	John Plano	20-000101	2655 Dolores Way
03/12/2021	Radon Mitigation	John Plano	20-000112	211 Lewies Circle
03/12/2021	Radon Mitigation	John Plano	20-000113	213 Lewies Circle
03/12/2021	Radon Mitigation	John Plano	20-000114	215 Lewies Circle
03/12/2021	Radon Mitigation	John Plano	20-000115	217 Lewies Circle
03/12/2021	Window Inspection	John Plano	21-000003	1002 WHEEL Circle
03/15/2021	Rough Plumbing	John Plano	20-000023	1201 Main Street
03/15/2021	Rough Heating/Ventilation	John Plano	20-000153	2111 Cross Street
03/15/2021	Rough Plumbing	John Plano	20-000295	901 Highway 133 Unit F
03/15/2021	Foundation	John Plano	20-000216	86 South 3RD Street
03/15/2021	Window Inspection	John Plano	21-000004	1344 BARBER Drive
03/17/2021	Roofing	John Plano	21-000034	407 SETTLEMENT Lane
03/17/2021	Fence	John Plano	21-000037	841 LATIGO Loop
03/17/2021	Shower Pan	John Plano	20-000147	3640/3660 Crystal Bridge Drive
03/17/2021	Footing	John Plano	20-000184	55 7TH Street
03/17/2021	Rough Plumbing	John Plano	20-000153	2111 Cross Street
03/17/2021	Rough Heating/Ventilation	John Plano	20-000153	2111 Cross Street
03/19/2021	Final Heating/Ventilation	John Plano	21-000036	811 LATIGO Loop
03/19/2021	Drywall	John Plano	20-000164	187 Tenth Street
03/19/2021	Framing	John Plano	20-000023	1201 Main Street
03/19/2021	Rough Heating/Ventilation	John Plano	20-000023	1201 Main Street
03/19/2021	Rough Plumbing	John Plano	20-000023	1201 Main Street
03/19/2021	Roofing	John Plano	20-000222	1250 HENDRICK Drive
03/19/2021	Final Heating/Ventilation	John Plano	21-000025	522 MESA VERDE Avenue
03/19/2021	Framing	John Plano	20-000292	901 Highway 133 Unit D

03/19/2021	Framing	John Plano	20-000295	901 Highway 133 Unit F
03/19/2021	Window Inspection	John Plano	20-000289	1307 BARBER Drive
03/22/2021	Framing	John Plano	19-000257	4066 CRYSTAL BRIDGE Drive
03/22/2021	Roofing	John Plano	21-000034	407 SETTLEMENT Lane
03/22/2021	Roofing	John Plano	21-000047	957 BUCKINGHAM Drive
03/22/2021	Footing	John Plano	20-000255	153 SOPRIS MESA Drive
03/22/2021	Drywall	John Plano	20-000030	212 Lewies Circle
03/22/2021	Drywall	John Plano	20-000031	214 Lewies Circle
03/24/2021	Footing	John Plano	20-000275	2010 EASTBANK
03/24/2021	Framing	John Plano	20-000154	2051 Cross Street
03/24/2021	Rough Heating/Ventilation	John Plano	20-000292	901 Highway 133 Unit D
03/24/2021	Insulation	John Plano	20-000292	901 Highway 133 Unit D
03/24/2021	Rough Plumbing	John Plano	20-000215	883 PERRY RIDGE
03/24/2021	Foundation	John Plano	20-000216	86 South 3RD Street
03/24/2021	Insulation	John Plano	20-000295	901 Highway 133 Unit F
03/24/2021	Drywall	John Plano	20-000030	212 Lewies Circle
03/24/2021	Drywall	John Plano	20-000031	214 Lewies Circle
03/24/2021	Drywall	John Plano	20-000032	216 Lewies Circle
03/24/2021	Roofing	John Plano	20-000222	1250 HENDRICK Drive
03/24/2021	Window Inspection	John Plano	20-000282	40 MAROON Place
03/24/2021	Drywall	John Plano	20-000023	1201 Main Street
03/24/2021	Footing	John Plano	21-000010	3520/3540 Crystal Bridge Drive
03/25/2021	Framing	John Plano	20-000153	2111 Cross Street
03/26/2021	Footing	John Plano	21-000013	20 PATTERSON Drive
03/26/2021	Insulation	John Plano	19-000257	4066 CRYSTAL BRIDGE Drive
03/26/2021	Consultation	John Plano	20-000206	401/403 Boundary Lane
03/26/2021	Rough Heating/Ventilation	John Plano	20-000224	1629 East DOLORES Way Unit A & B
03/26/2021	Framing	John Plano	20-000224	1629 East DOLORES Way Unit A & B
03/29/2021	Roofing	John Plano	21-000050	1279 WALD Drive
03/29/2021	Foundation	John Plano	20-000255	153 SOPRIS MESA Drive
03/29/2021	Drywall	John Plano	20-000292	901 Highway 133 Unit D
03/29/2021	Drywall	John Plano	20-000032	216 Lewies Circle
03/29/2021	Drywall	John Plano	20-000033	218 Lewies Circle
03/29/2021	Rough Heating/Ventilation	John Plano	20-000270	901 Highway 133 Unit E



03/29/2021	Drywall	John Plano	20-000023	1201 Main Street
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Permit#	Status	Address	Owner Name	Permit Sub Type	Application Da
B21-000001	Closed	1002 WHEEL Circle	Robert Ward	Window Replacement	01/08/2021
B21-000002	Issued	1344 BARBER Drive	Mark Webber	Window Replacement	01/08/2021
B21-000003	Closed	564 GRACELAND Drive	Harvey, Roger K Trust & Harvey, Judith A Trust	Residential Roof	01/08/2021
B21-000004	Under Review	2031 Nieslanik Avenue	Probuild Company LLC	New Commercial	01/11/2021
B21-000005	Under Review	1235 HERITAGE Drive	Michael McMenemy & Dana Dupuis	New Residential	01/11/2021
B21-000006	Issued	3520/3540 Crystal Bridge Drive	Crystal River Club LLC	New Residential	01/11/2021
B21-000007	Issued	60 CRYSTAL Road	Serson, Taylor & Cynthia Willimon	Residential Addition	01/19/2021
B21-000008	Issued	20 PATTERSON Drive	20 Patterson LLC	New Residential	01/19/2021
B21-000009	Closed	770 INDUSTRY Place	Iron Cross LLC	Commercial Remodel	01/19/2021
B21-000010	Issued	645 NORTH BRIDGE Drive	Richard & Margaret Grange	New Residential	01/26/2021
B21-000011	Issued	3400/3420 Crystal Bridge Drive	Crystal River Club LLC	New Residential	01/26/2021
B21-000012	Issued	740 LATIGO Loop	Catherine and Travis Johnson	Residential Remodel	01/28/2021
B21-000013	Closed	303 MAIN Street	Eubank, Dale, Llc	Commercial Remodel	02/04/2021
B21-000014	Issued	3850 CRYSTAL BRIDGE Drive	- Steve Damerow	Deck	02/16/2021
B21-000015	Issued	766 LINCOLN Avenue	Matthew Thomas	Window Replacement	02/17/2021
B21-000016	Closed	1264 CRYSTAL BLUFFS Loop	Maggie Woods	Residential Remodel	02/17/2021
B21-000017	Issued	211 EUCLID Avenue	Ashley Meyers & Brooks Barron	Residential Remodel	02/17/2021
B21-000018	Closed	407 SETTLEMENT Lane	Wohl, Steven N & Cotton, Deborah L	Residential Roof	02/23/2021
B21-000019	Under Review	1625 DEFIANCE Drive	Gilliam, James A & Overton, Connie J	Window Replacement	02/23/2021
B21-000020	Closed	841 LATIGO Loop	Lindsay Bennett	Fence	02/23/2021
B21-000021	Issued	530 DAKOTA Court	Frazier, Suzanne Marie	Window Replacement	02/23/2021
B21-000022	Under Review	4057 CRYSTAL BRIDGE Drive	Crystal Sunrise LLC	New Residential	02/24/2021
B21-000023	Under Review	4069 CRYSTAL BRIDGE Drive	Crystal Sunrise LLC	New Residential	02/24/2021
B21-000024	Issued	242 CRYSTAL CANYON Drive	242 Crystal LLC	New Residential	02/24/2021
B21-000025	Under Review	1201 Main Street Unit A	Curated Provisions, LLC	Commercial Remodel	02/25/2021
B21-000026	Closed	104 PIONEER Court	Kitching, Lani Roberta	Residential Roof	03/02/2021
B21-000027	Issued	957 BUCKINGHAM Drive	Harvey Jr, Perry Allyn	Residential Roof	03/09/2021
B21-000028	Issued	320 MAIN Street 300	Thomas Berthiaume & Cher Kachenmeister	Residential Remodel	03/09/2021
B21-000029	Issued	769 SEBREE Place	Muhigirwa, Arsene & Bonnie Claire	Residential Remodel	03/09/2021

B21-000030	Issued	1279 WALD Drive	Robert Maganini	Residential Roof	03/09/2021
B21-000031	Under Review	2655 Dolores Way	RHL Apartments, LLC -	Commercial Addition	03/09/2021
B21-000032	Closed	765 MERRILL Avenue	McGavock, Jake & Sumjee S	Residential Roof	03/11/2021
B21-000033	Issued	188 12TH Street	Twelfth Street Holdings LLC	Residential Roof	03/11/2021
B21-000034	Issued	1401 HENDRICK Drive	Pomeroy, Joan B	Window Replacement	03/11/2021
B21-000035	Issued	1010 GARFIELD Avenue	Valley Of Hope Llc	Fence	03/16/2021
B21-000036	Issued	636 SURREY Road	Clark, David M & Kirchner, Lynn M	Residential Roof	03/18/2021
B21-000037	Issued	River Valley Ranch Riverfront Park	Town of Carbondale	Fence	03/18/2021
B21-000038	Under Review	140 North Eighth Street	Samuel Crary & Kerry Galusha	New Residential	03/18/2021
B21-000039	Under Review	661 North Bridge Drive	Stanley & Susan Feagler	New Residential	03/18/2021
B21-000040	Issued	59 CRYSTAL Road	Sparhawk, Ryan N & Erica D	Residential Roof	03/22/2021
B21-000041	Issued	581 North 8TH Street	Christopher Butler	Fence	03/24/2021
B21-000042	Issued	582 JACOBS Place		Fence	03/24/2021
B21-000043	Issued	311 Meadowood Drive		Shed/Pergola	03/24/2021
B21-000044	Issued	380 OAK RUN Road	Kennedy, Todd & Gwendolyn G	Fence	03/24/2021
B21-000045	Issued	318 Garfield Avenue	Laurie Loeb	Fence	03/24/2021
B21-000046	Issued	472 SETTLEMENT Lane	Hillmuth, Donald A & Mary Anne	Residential Roof	03/30/2021
B21-000047	Under Review	50 CRYSTAL Circle	Carlsen, Benjamin C	Fence	03/31/2021
D21-000001	Issued	211 EUCLID Avenue	Ashley Meyers & Brooks Barron	Residential	02/12/2021
M21-000001	Issued	234 CRYSTAL CANYON Drive	Zag Built LLC	Residential	01/05/2021
M21-000002	Issued	212 Lewies Circle	THOMPSON PARK LLC	Residential	01/07/2021
M21-000003	Issued	214 Lewies Circle	THOMPSON PARK LLC	Residential	01/07/2021
M21-000004	Issued	216 Lewies Circle	THOMPSON PARK LLC	Residential	01/07/2021
M21-000005	Issued	218 Lewies Circle	THOMPSON PARK LLC	Residential	01/07/2021
M21-000006	Issued	187 Tenth Street	Felicia Trevor	Residential	01/15/2021
M21-000008	Closed	1317 BARBER Drive	Karen Grey	Residential	01/27/2021
M21-000009	Closed	1319 BARBER Drive	Emily Gustafson	Residential	01/27/2021
M21-000010	Issued	665 North Bridge Drive	RE CAPITAL CARBONDALE LLC	Residential	02/01/2021
M21-000011	Issued	370 OAK RUN Road	Damon Crocker	Residential	02/04/2021
M21-000012	Closed	745 BUGGY Circle	Sunburst Holdings Llc	Commercial	02/04/2021
M21-000013	Issued	3640/3660 Crystal Bridge Drive	Crystal River Club LLC	Residential	02/04/2021

M21-000014	Issued	3640/3660 Crystal Bridge Drive	Crystal River Club LLC	Residential	02/04/2021
M21-000015	Closed	522 MESA VERDE Avenue	Emily Good	Residential	02/04/2021
M21-000016	Issued	901 Highway 133 Unit D	Crystal River Marketplace LLC	Commercial	02/17/2021
M21-000017	Issued	4066 CRYSTAL BRIDGE Drive	Edward Hess & Kathryn Bergh	Residential	02/23/2021
M21-000018	Closed	811 LATIGO Loop	Sherry Gunshor, Deric L & Audrey F	Residential	02/23/2021
M21-000019	Closed	1264 CRYSTAL BLUFFS Loop	Maggie Woods	Residential	03/02/2021
M21-000020	Issued	740 LATIGO Loop	Catherine and Travis Johnson	Residential	03/02/2021
M21-000021	Issued	883 PERRY RIDGE	Ryan McGovern and Mary Nickerson	Residential	03/02/2021
M21-000022	Issued	901 Highway 133 Unit E		Commercial	03/09/2021
M21-000023	Issued	55 7TH Street	Blue Lake Preschool Inc	Commercial	03/16/2021
M21-000024	Closed	1629 East DOLORES Way Unit A & B	Cooper Duplex LLC	Commercial	03/16/2021
M21-000025	Closed	1629 East DOLORES Way Unit A & B	Cooper Duplex LLC	Commercial	03/22/2021
M21-000026	Under Review	901 Highway 133 Unit F	Crystal River Marketplace LLC	Commercial	03/24/2021
M21-000027	Issued	401/403 Boundary Lane	Lakota Winds LLC	Residential	03/30/2021
M21-000028	Issued	401/403 Boundary Lane	Lakota Winds LLC	Residential	03/30/2021
M21-000029	Issued	405/407 Boundary Lane	Lakota Winds LLC	Residential	03/30/2021
M21-000030	Issued	405/407 Boundary Lane	Lakota Winds LLC	Residential	03/30/2021
M21-000031	Issued	443 Main Street	Dinkle Building Carbondale LLC	Commercial	03/31/2021
M21-000032	Issued	401/403 Boundary Lane	Lakota Winds LLC	Residential	03/31/2021
M21-000033	Issued	401/403 Boundary Lane	Lakota Winds LLC	Residential	03/31/2021
M21-000035	Issued	405/407 Boundary Lane	Lakota Winds LLC	Residential	03/31/2021
M21-000036	Issued	405/407 Boundary Lane	Lakota Winds LLC	Residential	03/31/2021
P21-000001	Issued	234 CRYSTAL CANYON Drive	Zag Built LLC	Residential	01/05/2021
P21-000002	Issued	901 Highway 133 Unit D	Crystal River Marketplace LLC	Commercial	01/05/2021
P21-000003	Issued	901 Highway 133	Brikor Associates -	Commercial	01/07/2021
P21-000004	Closed	929 VILLAGE Road	Katylynn Kidd	Residential	01/11/2021
P21-000005	Issued	901 Highway 133 Unit F		Commercial	01/27/2021
P21-000006	Closed	1629 East DOLORES Way Unit A & B	- Scott Lupow	Commercial	01/28/2021
P21-000007	Issued	901 Highway 133 Unit E	Crystal River Marketplace LLC	Commercial	02/02/2021
P21-000008	Issued	740 LATIGO Loop		Residential	02/02/2021

P21-000009	Issued	370 OAK RUN Road	Damon Crocker	Residential	02/04/2021
P21-000010	Issued	211 Lewies Circle	Thompson Park LLC	Residential	02/23/2021
P21-000011	Issued	213 Lewies Circle	Thompson Park LLC	Residential	02/23/2021
P21-000012	Issued	215 Lewies Circle	Thompson Park LLC	Residential	02/23/2021
P21-000013	Issued	217 Lewies Circle	Thompson Park LLC	Residential	02/23/2021
P21-000014	Issued	55 7TH Street	Blue Lake Preschool Inc	Commercial	03/22/2021
P21-000015	Issued	405/407 Boundary Lane	Lakota Winds LLC	Residential	03/23/2021
P21-000016	Issued	405/407 Boundary Lane	Lakota Winds LLC	Residential	03/23/2021
P21-000017	Issued	401/403 Boundary Lane	Lakota Winds LLC	Residential	03/23/2021
P21-000018	Issued	401/403 Boundary Lane	Lakota Winds LLC	Residential	03/23/2021
P21-000019	Issued	272 CRYSTAL CANYON Drive	McNally Inter Vivos Trust Number One	Residential	03/31/2021
P21-000020	Issued	769 SEBREE Place	Muhigirwa, Arsene & Bonnie Claire	Residential	03/31/2021
SOL21-00000	Closed	4119 CRYSTAL BRIDGE Drive	Filiss, Michael Max & Amy Marie	Residential	01/07/2021
SOL21-00000	Issued	571 8TH Street	Adam & Julie Cohen	Residential	01/07/2021
SOL21-00000	Issued	66 CRYSTAL CANYON Drive	Charles & Elizabeth Lozner	Residential	02/17/2021
SOL21-00000	Closed	314 LINDEN Circle	Zane & Natalia Sisneros	Residential	02/17/2021
SOL21-00000	Issued	401/403 Boundary Lane	Lakota Winds LLC	Residential	02/23/2021
SOL21-00000	Issued	405/407 Boundary Lane	Lakota Winds LLC	Residential	02/23/2021
SOL21-00000	Issued	883 PERRY RIDGE	Ryan McGovern and Mary Nickerson	Residential	03/02/2021
SOL21-00000	Under Review	5145 CRYSTAL BRIDGE Drive	Miller, Valerie Z Revocable Trust Dtd 11/1/10Miller, Valerie Z-Trustee	Residential	03/09/2021
SOL21-00000	Issued	380 OAK RUN Road	Kennedy, Todd & Gwendolyn G	Residential	03/11/2021
SOL21-00001	Issued	5140 CRYSTAL BRIDGE Drive	Cook, Charles R & Megan F	Residential	03/16/2021
SOL21-00001	Issued	109 SOPRIS MESA Drive	Thickman, David Revocable Trust	Residential	03/22/2021
SOL21-00001	Issued	40 SOUTH BRIDGE Court	Warren, Bruce N	Residential	03/22/2021
SOL21-00001	Issued	101 Bowles Drive	Foreman/Tanigawa Family Trust	Residential	03/22/2021
SOL21-00001	Issued	370 OAK RUN Road	Damon Crocker	Residential	03/30/2021

## Police Department Administrative Quarterly Report

### January 1 to March 31, 2020

2021 First Quarter total number of Calls for Service was 3,164. (See attached Incident Analysis Report) The total number of cases was 77.

#### January Items:

Assault	1 Jailed
Criminal Trespass	1 Summoned / 1 Jailed
DUI	2 Summoned
Driving Under Suspension	1 Summoned
Drugs	Referred to another agency / Juvenile Referral
Fraud	2 Closed
Harassment	1 Closed
Identity Theft	1 Closed
MIP- Marijuana	1 Summoned
Motor Vehicle Theft	1 Jailed
Sex Offense	1 Closed
Tobacco Violation	1 Summoned
Traffic Violation	6 Summoned
Violation of Court Order	1 Jailed
Warrant	1 Jailed

#### January Cases of Interest:

Officers conducted tobacco compliance checks on local tobacco retailers. One retailer failed the compliance check.

Officers received several calls regarding fraudulent unemployment claims (Town experienced a fraudulent claim).

Officers responded to a male being assaulted with a baseball bat, the suspect was arrested and the victim was transported to St. Mary's Hospital with major injuries.

Officer Lazo and Police Executive Assistant Anna Ramirez attended a week's long FBI Public Information Officer training in Denver.

### February Items:

Assist Agency	1 Closed
Criminal Mischief	1 Closed
Disturbance	1 Summoned
Domestic Violence	2 Jailed
Driving Under Restraint	1 Summoned
Drugs	Handled by other agency
DUI	3 Summoned
Fraud	1 Closed
Habitual Traffic Offender	1 Summoned
Suspicious	1 Summoned
Theft	1 Summoned / 1 Closed
Traffic Violation	1 Summoned
Violation of Court Order	1 Summoned
Warrant	2 Jailed

### February Cases of Interest:

The department's 2020 patrol vehicle was delivered.

School Resource Officer Bell and Sgt Rupp attended the "I Love You Guys" training, which is a School Resource Officer training.

Officer Chacon attended Implicit Biased online training.

Sergeant Rupp taught a course on *In Progress Calls* to cadets at the Colorado Mountain College Police Academy.

The Carbondale Police Department hosted Recovery Coaches from Mind Springs Health and High Rockies Harm Reduction. Officers learned how to refer individuals in crisis to mental health and addiction services.

**March Items:**

Domestic Violence	1 Closed
Drugs	1 Summoned / 1 Jailed
DUI	3 Summoned
Fraud	2 Closed
Menacing	1 Jailed
Robbery	1 Closed
Sex Offense	1 Closed
Traffic Violation	2 Summoned
Violation of Court Order	1 Jailed
Warrant	3 Jailed

**March Cases of Interest:**

Officers received to Foundations of Sex Assault training.

Officers Leach and Lazo played with 3<sup>rd</sup> graders during recess at Crystal River Elementary School.

The Carbondale Police Department hosted Investigator Alstatt and Kat Stenquest from River Bridge Regional Center. They taught a 4-hour Sex Assault course specific to the services available to our area.

Youth Zone updated the PD on services available to families in our area.

On Thursday, March 18, Carbondale Officers arrested a male and found 47 grams of methamphetamine. Male was contacted on a traffic stop, upon investigation officers identified the male and were told by dispatch he had felony warrants. He was arrested and taken to jail. Officers impounded the vehicle and discovered 47 grams of methamphetamine.

Sergeant Rupp and Officer Lazo attended a training on Human Performance on Use of Force.

Over the past few months, officers have seen an increase in unemployment fraud calls. Officers will continue to work with victims regarding these fraudulent claims.

Officer Shivley attended the funeral of Boulder Officer Eric Talley, who was killed in a mass shooting incident at a Boulder grocery store.

Officers Mendoza and Chacon attended a Community Policing course.



**January 1 through March 31, 2021 Trainings**

**Trainings attended for the first quarter of 2021:**

January 25 – 29	FBI LEEDA Media & Public Relations (Ramirez, Lazo)
March 22 – 25	Force Encounters (Rupp, Lazo)

**April 1 through June 30, 2021 Trainings**

**Planned for the 2nd Quarter of 2021:**

# SRO Monthly Report 2021

## JAN 2021 (COVID)

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SCHOOL	Directed Patrol / Traffic/ Informat /Accid	Criminal Mischief/ Suspicious	Juvenile Complaint	Theft	Welfare / safe2tell	Public Relations/ Education/ Special Assign	Family Offense/ Child Abuse	Sex Offense	Harassment /Threat/ DV/Assault	Drugs/ MIP/ Tobacco	Disturban ce/ Noise	Citizen Assist/ Follow up/ Assist
R.F.H.S.	681 776 256 760 016 721 477 699 452 678 388 671 364 765 204 1026 940 906 873 906 873	424 748		456	674					947		977 972 765 728 467 455 425 376 191
Bridges	475 531 764 213 662 660								975	976 739		1028 767 1027 974 772
C.M.S.	410 483 250 1115 202 1024 1029 697 1020 602 512 430	203										1023 252
C.R.E.S.	377 719 375 718 369 470 696 358 677 243 659 768 938											727 682 661 179 472 244 015
Ross	207 361 1022 704 680											466
C.C.S	870 717 420 363 216											
MTHLY TOTALS	62	3	0	1	0	1	0	0	1	3	0	24

## FEB 2021 (COVID)

SCHOOL	Directed Patrol/ Traffic/ Informant /Accid	Criminal Mischief/ Suspicious	Juvenile Complaint	Theft	Welfare / Safe to tell	Public Relations/ Education/ Special Assign	Assault/ Child Abuse	Sexual Offense	Harassment /Threat/ DV/Assault	Drugs/ MIP/ Tobacco	Disturban ce/Noise	Citizen Assist/ Followup/ Assist
R.F.H.S.	1371 1784 1333 1767 1774 1626 1532 1554 1430 2069 1429 2023 1962 1959 1920	2033	1585							1731 1779		1999 1515 1461 1216 1142
Bridges	2025 1431											
C.M.S.	1141 1984 1596 1728 1495 1628 1995 1987		1462									1459
C.R.E.S.	1433 1988 1218 1939 1581 1936 1580 1583 1464 1436											1966
Ross	2007 1432 1145				1819							
C.C.S	1519 1457											
MTHLY TOTALS	40	1	2	0	0	1	0	0	0	2	0	7

## MARCH 2021 (COVID)

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SCHOOL	Directed Patrol/Traffic/Information	Criminal Mischief/Suspicious	Juvenile Complaint	Theft	Welfare/Safe to tell	Public Relations/Education/Special Assign	Assault/Child Abuse	Sexual Offense	Harassment	Drugs/MIP	Disturbance/Noise	Citizen Assist/Follow Up/Assist
R.F.H.S.	1371 1554 1532 1889 1333 1957 1429 1920 1420 1889 2473 2069 1784 2023 1767 1962 1626 1957 1920	2033	1779 1585							1731		1999 1515 1461 1216 1142
Bridges	3134 3109 2675 2456		2677									2514
C.M.S.	2506 3118 3782 2271		2433						2433			2666 2466 2408
C.R.E.S.	2212 2275 2195 2398 3107 2526											2213
Ross	2273 3070 2250 2701 2196 3139 3141		2694			3084	2420	3074				3135 2430
C.C.S	2190 3068 2767 2528 2339											
MTHLY TOTALS	45	1	5	0	0	1	1	1	1	1	0	12

## MEMORANDUM

To: Mayor Dan Richardson and Board of Trustees  
 From: Chief Kirk Wilson  
 Re: Police Stats for Administrative 1<sup>st</sup> Quarterly Report  
 Date: April 27, 2021

.....

The following are the requested statistics from January 1, 2021 to March 31, 2021.

### **Citations**

RVR	29
Careless Driving	5
Criminal Mischief	1
Criminal Trespass	5
Disobeyed Traffic Control Device	7
Disorderly Conduct	1
Domestic Violence	1
Driving Under Restraint	10
Duty to Report Accident	1
DUI	7
Harassment	1
Habitual Traffic Offender	4
MIP-Alcohol	1
MIP-Marijuana	1
No Valid Driver's License	9
Obstruction of gov/police officer op 2	
Open Container	1

Operated Uninsured vehicle	6
Parking	3
Possession of Controlled Subst.	1
Plates/Registration	25
Resisting Arrest	2
Speeding	86
Sold Tobacco to Minor	2
Theft	1
Violation of Restraining Order	2
Violation of Bail Bond Condition	3
Window Tint/Obstruction	2
Other	10

### **Cases**

Accidents	2
Assault	1
Assist Agency	1
Criminal Mischief	1
Criminal Trespass	1
Damage Private/Public Property	1
Disturbances	1
Domestics	3
Drugs	4
Driving Under Influence/ Driving with Ability Impaired	8

Fraud/Forgery	5
Harassment	2
Identity Theft	1
Information	2
Menacing	1
MIP	3
Motor Vehicle Theft	1
Robbery	1
Sex Offense	5
Thefts	2
Tobacco Violation	3
Traffic Violation	13
Unattended Death	3
Violation of a Court Order	3
Warrants	9

77 cases reported for this period.

Attached are the School Resource Officer's Reports for January, February and March of 2021. **The Quarterly SRO Report for 2021 Winter School Year.**

Attached are the TRIDENT arrests and drugs, assets and weapons seized for January, February and March of 2021. Also attached is the disposition data.

1st Quarter 2021  
**TRIDENT Statistics**  
 January 1, 2021 thru March 31, 2021

**Drugs Seized:**

DRUG TYPE	DRY	LIQUID	PILLS/DOSES/PLANTS	VALUE
Heroin	10.18g			\$2,036.00***
Cocaine	926.5g			\$92,650.00***
Methamphetamine	1183.3g			\$47,332.00***
Marijuana	26 lbs			\$48,100.00***
Marijuana Plants (indoor grow)				\$0.00****
Marijuana Plants (outdoor grow)				\$0.00****
Marijuana Products (edibles, hash, etc.)	458.65g			\$6,879.75****
Club Drugs*				\$0.00****
Hallucinogens**				\$0.00****
LSD			10	\$200.00**
Pharmaceuticals				\$0.00****
Alprazolam			547	\$10,940.00****
Oxycodone			7	\$105.00****
Amphetamine	.7g			\$13.00****
Clonazepam			8.5	\$42.50****
<b>Total:</b>				<b>\$208,298.25</b>

\* MDMA, GHB, Ketamine, Rohypnol, etc.

\*\* LSD, PCP, Peyote, Mescaline, Psilocybin, etc.

\*\*\* Amounts shown have been calculated using estimates from previous TRIDENT undercover purchases

\*\*\*\* Amounts shown have been calculated using RMHIDA's 2017 Colorado Drug Prices Table

\*\*\*\*\* Amounts shown have been calculated using <http://www.streetrx.com>



**Assets Seized:**

Cash	\$0
Vehicles	\$0
Real Property	\$0
Other	\$0
<b>Total:</b>	\$0

**Weapons Seized:**

Handguns (Pistols/Revolvers)	2
Rifles/Shotguns	1
Machine Guns/Assault Weapons	0
Explosive Devices	0
Other	0
<b>Total:</b>	3

Cases by City Area:

CASES	
Carbondale	1
Glenwood Springs	6
New Castle	0
Silt	1
Rifle	9
Parachute	2
Other	1
Total:	20

Arrests by City Area:

ARRESTS	
Carbondale	1
Glenwood Springs	2
New Castle	0
Silt	0
Rifle	12
Parachute	1
Other	0
Total:	16



# Incident Analysis Report

## Summary By Incident Type



**Print Date/Time:** 04/13/2021 09:11  
**Login ID:** sheijab  
**Incident Type:** All

**From Date:** 01/01/2021 00:00  
**To Date:** 03/31/2021 23:59

Carbondale Police Department

**Call Source:** All

**Officer ID:** All

**Location:** All

Incident Type	Number of Incidents
911	22
AbanVeh	10
Accident	28
Administrative	1
Alarm	32
Animal-Livestock	4
Animal-Pet	76
Animal-Wildlife	13
Assault	3
Assist	127
Assist Citizen	141
Assist EMS	5
Assist Fire	2
Assist Other Agency	10
Assst/Fire Dept/EMS	5
ATL	4
Building Check	52
Burglary	2
Civil	13
Code Violation	80
Damage to Property/Vandalism	5
Death	1
Directed Patrol	772
Disturbance	14
Domestic	9
Drug Investigation	7
Family Offenses	5
Fight	4
Fingerprints	3
Follow Up	343
Found Property	10
Fraud	37
Harassment	7
Hazards	6
House Watch	4
Indecent Exposure	1

Information	7
Juvenile	21
Liquor/Alcohol	6
Lost Property	17
Missing Person	4
Motor Vehicle Theft	3
Motorist Assist	29
Noise Complaint	9
Open	1
Parking Prob/Comp	185
Phone Call	3
Private Tow	2
REDDI Report	2
Restraining Order	7
Sex Offense	5
Sexual Assault	2
Special Assignments	7
Suicidal Subject	3
Suspicious Event	46
Theft/Larceny	10
Traffic	834
Transient	2
Trespass	20
Vehicle Lockout	23
VIN Inspection	28
Warrant	3
Weapons	2
Welfare Check	25
<b>Total:</b>	<b>3164</b>

# Town of Carbondale

## Parks & Recreation Department

### Quarterly Director's Report– January to March 2021

#### ADMINISTRATION REPORT

1. **FMLD Mini-grant Updates:** Spring Mini-Grant was submitted for a Gianinetti Park Playground Improvement project. This grant was recently awarded. A traditional grant for the spring cycle was submitted for the sewer line improvement project for the Third Street Center. This grant was not approved.
2. **Red Hill Trails:** Red Hill Trails maintenance and trailhead amenities project progress. We will utilize the trail amenities fund created by Aspen Valley Land Trust to complete phase 1 of the project which will include the design of the trailhead signage. Sign design and production is in progress. Aspen Valley Land Trust received a GOCO Resiliency Grant for \$55,000, and the Phase 2 picnic shade shelter/outdoor classroom space and additional landscaping at the Red Hill trailhead will be funded by this grant and also by a portion of the endowment funds from AVLTL's original "Save Red Hill" campaign.
3. **Carbondale's Integrated Weed Management Plan:** Weed Management Plan Information: The comprehensive plan can be found on the Carbondale Recreation Center website : <https://www.carbondalerec.com/rec-misc/parks/>. Park-specific plans and the information on the techniques proposed for 2021 can be found here <https://www.carbondalerec.com/rec-misc/parks/> We are working with a Natural Land Manager to test an organic product for weed control with test plots in different park locations.
4. **Crystal River Restoration Project:** Managing a Federal *Fishing is Fun* Grant offered by Colorado Parks & Wildlife (\$30,000 promised) after review and acceptance of the US Fish and Wildlife Service (USFWS) for the Crystal River Restoration project at Riverfront Park. This grant will partially fund ADA access from the road to the property. Collaborating with stakeholders on a phased approach with other grant opportunities. This would include the Aspen Valley Land Trust grant of \$55,000 awarded from the GOCO Resilient Communities Grant Cycle. The Town has entered as a grant partner and will be fiscally responsible for this reimbursable grant expenditures and contractual relationships. This grant is also earmarked for river access and classroom landscaping at the entrance to the project as a potential phase 1 of the Crystal River Restoration and Weaver Ditch Efficiency Project
5. **RESTORE GOCO Crystal River Project** grant opportunity was applied for and not accepted in March. This grant is a new strategic partnership among Great Outdoors Colorado, the National Fish and Wildlife Foundation, Gates Family Foundation, Colorado Department of Natural Resources, Colorado Parks and Wildlife, and the Colorado Water Conservation Board.. This was a \$250,000. ask with up to \$40,000 in matching funds. The \$40,000 will be reallocated to the project and leveraged for additional grant sources or project phase 1 expenditures.
6. **Aquatics Facility Master Plan:** Aquatics Facility Master Plan :FYI- fiscal year for GOCO is July 1 to June 30. An assessment of the health of the reserves of the Recreation Sales and Use Tax Fund will take place prior to budget season for 2022. This will allow us to look at an amount that the fund could afford, and let us know what other budget or fundraising efforts are needed to move this project forward. Additional granting options will be available in June of 2022 and in 2023 for implementation of the Aquatics Facility Master Plan recommendations, specifically with the *Community Impact Grants*. This grant program replaced the *LPOR (Local Parks & Outdoor Recreation)* grant cycle.
7. **Gateway RV Park 30 to 50 Amp Pedestal Project Update.** This phase of the project, sites 1-8 is complete and will be functional when we open the park on May 1.

## **PARKS DEPARTMENT**

### **January**

1. Utilizing the PHO from the State “Safer at Home and In the Great Outdoors” the following amenities are open: park playgrounds, picnic shelters, gazebos, ice rinks with strict protocols, rules, and regulations for use. These are posted on-site. The skate park and pickleball and tennis courts are closed due to snow presently. Due to current Covid-19 rules, the drinking fountains and public bathrooms are not open to the public.
2. Daily maintenance of the two ice rinks. . Gus Darien Ice Rink at the Rodeo Grounds: maximum number of people at the facility is 30 and social distancing must be practiced from ice rink users not in your facility or household group. If you cannot maintain 6 feet of distance with other ice users you must wear a mask. The same rules apply to the downtown rink, but due to the smaller ice sheet only 10 people are allowed on the ice at a time at this location. There are no stick sports (hockey or broomball) allowed at the downtown rink and no private rentals this year of the rinks.
3. Town Arborist, Town Parks Supervisor, and our Recreation Facilities Lead worked on the Integrated Weed Management Plan for 2021. This has been presented to the Parks & Recreation Commission and went in front of the Environment Board on January 25<sup>th</sup> and then was approved by the Board of Trustees in February
4. Recreation Facilities Lead has been maintaining ice and plowing parking lots, including the Red Hill parking area and access to the boat ramp. Setting track for the Full Moon Tri race that will take place at the rodeo grounds.

### **February**

1. Recreation Facilities Lead has been conducting ice maintenance each morning on the two ice rinks, and adjusting his schedule to accommodate the fluctuations in temperatures. Also working on electricity upgrades at the Gateway RV Park, in addition to various maintenance work at the Rec Center.
2. 4<sup>th</sup> Street Plaza Ice Rink and the Gus Darien Rink at the rodeo grounds on county road 100 closed for the season the 3<sup>rd</sup> week in February.
3. Parks Supervisor acquired bids for a variable frequency drive pump to be installed this spring at Miners Park, which will allow that irrigation system to utilize the town ditch system vs. domestic water.
4. Snow and ice removal on trails, Main Street corridor, and public buildings; putting scoria on area of the trails that have constant ice and ice melt to break up the compacted ice.
5. Recruitment for summer seasonal staff began for the following positions.  
Seasonal Parks Maintenance crew, Lifeguards and Swim Instructors, Recreation Assistants, CRCC Climbing Instructors, Recreation Program Assistants, and Recreation Center Front Desk Staff

**March**

1. **Nature Park Controlled Burn:** An 80% burn of the Carbondale Nature Park took place the week of March 29 - April 2. The Nature Park was CLOSED to the public during the burning and was dependent upon weather conditions. Burning underbrush is one of the Town's mitigation techniques for soil health and weed control at the Nature Park and a key strategy identified in the Carbondale Integrated Weed Management Plan for 2021.
2. Surplus trash and recycle cans have been placed in park and street locations. The cans will replace the non-bear proof trash cans in our parks with a trash can and a recycle can.
3. The parks crew began the process of aerating, seeding and fertilizing the turf fields. Parks staff is conducting essential services by removal of trash and dog waste from Town trails, parks, and open spaces. Working on Park signage and placing the wear mat underneath the new spinner element in Gianinetti Park. Overseeded Highway 33 west side 7-11 to RFTA on west side and from Roundabout to Valero on the east side. Conducted a burial at Hillcrest Cemetery. Picking up trash that is melting out in all of Town parks.
4. Annual ditch cleaning took place around town, pump vaults cleaned and serviced on all irrigation systems, along with sweeping all trails.
5. Little League, Soccer Leagues and other spring programming has all resumed and they are using all town fields and baseball diamonds.
6. Volleyball courts, the playgrounds, picnic shelters and basketball courts, tennis courts, skate park and bike park were all been opened. The Darien Tennis courts at the North Face Park were closed due to snow and ice in early March. The public tennis courts at Triangle Park will be closed for crack repair . A temporary fix took place to allow play prior to the courts receiving a longer lasting crack repair in June when the ambient temperature is conducive to the materials used. The Young Calaway-Alpine Bank Pickleball courts were clear of snow and ice and opened on Friday, March 5. Due to current Covid-19 rules, the drinking fountains and public bathrooms are not yet open to the public.
7. Demeter's Garden plots at Bonnie Fisher Park and plots at the Carbondale Community Garden at Hendricks became available for the 2021 summer season.

**RECREATION CENTER: January, February, March 2021**

1. **Building Configuration:** The fitness area and basketball gymnasium remained rearranged to comply with social distancing with all the cardio machines set in 12x12 foot marked spaces in the east side of the basketball gym, and the weight equipment divided into 3 demarcated areas in the original fitness area. At capacity, there are workout spaces for 13 people.

The west side of the basketball gym is utilized for fitness classes and is available for Sport Court Rentals. Rentals are for up to 6 people in the same household and must be supervised by an adult. Rentals are 60 minutes for \$30.

2. **Building Improvements:** Covered skylights due to leaks for winter, replaced all HVAC filters with Merv-14 and Merv-9 rated filter for extra filtration .
3. **COVID-19 Hours:** Monday-Thursday, 6am-5:30pm, Friday, 6am-4pm, and Saturday, 9am-1pm. We remained closed on Sundays.

Ellipticals: 230  
 Recumbent Bikes: 127  
 Rowers: 25  
 Spin Bikes: 66  
 Stair Mill: 37  
 Treadmills: 214  
 Squat Rack: 446  
 Stationary Arm Machines: 336  
 Stationary Leg Machines: 200  
**Total for Q1: 1,681 (vs 1,287 in Q4)**

4. **Rec Center Memberships:** We currently are not honoring memberships, nor selling new ones. We are crediting or refunding on a case-by-case basis. (The exceptions are SilverSneakers, Silver&Fit, Active&Fit, and Renew Active as these are reimbursable for the Rec Center.)
5. **CRCC Special Events:**
  - a. Blood Drives: January had 36 donors and March had 34 donors
6. **Recreation Center Sport Court Rentals:** 81
7. **Recreation Center Promotion:** We did not produce a Winter/Spring Brochure due to COVID-19
8. **Fitness Classes:** *Chair Yoga, Circuits & Conditioning, Core Cardio, SilverBoom, SilverClassic, Tai Chi, Yoga*
  - a. Total Classes: 178
  - b. Total Participants: 1073
  - c. Average Participant per class = 6
9. **Full Moon Winter Tri:** 45 Racers

<b>Expenses</b>	<b>\$ 861.42</b>
<b>Revenue</b>	<b>\$ 415.00</b>
<b>Additional Revenue</b>	<b>\$ -</b>
<b>Cost Recovery</b>	<b>48.18%</b>
Total Revenue	\$ 415.00

10. **First Aid/CPR/AED Training:** 17 Staff Members and Fitness Subcontractors certified.

11. **Specialty CRCC Classes:**

- a. *Taekwondo Sessions: January: 9, February: 9, March: 10*

12. **Program Cost Analyses** (*All Preschool, Adult, and Senior Programming was CANCELLED due to COVID-19*)



## Youth Program Reports: October-December 2020

Program	Participants	Expenses	Revenue	Cost Recovery
Youth Climbing (Feb & March)	22	\$210.00	\$990.00	183%
Youth Hockey	15	\$246.00	\$1,050.00	156%
<b>Total</b>	37	\$456.00	\$2,040.00	

Due to COVID, youth programs were again very limited in Quarter 1, but the recovery rate was extremely positive due to the low overhead, and we were happy to be able to offer something to the kids, particularly Hockey as an outdoor program. Youth Climbing is continuing to be a popular program, particularly since we limit the size to 4 participants, but each new session we offer priority registration to the waitlisted kids from the previous session.

**MINUTES**  
**CARBONDALE PLANNING AND ZONING COMMISSION**  
Thursday March 11, 2021

**Commissioners Present:**

Jay Engstrom, Vice-Chair  
Jarrett Mork (2<sup>nd</sup> Alternate)  
Jeff Davlyn  
Marina Skiles

**Staff Present:**

Janet Buck, Planning Director  
John Leybourne, Planner  
Mary Sikes, Planning Assistant

**Commissioners Absent:**

Erica Stahl Golden  
Michael Durant, Chair  
Nicholas DiFrank  
Kim Magee (1<sup>st</sup> Alternate)  
Nick Miscione

**Other Persons Present Virtually**

Rob Classen, architect  
Jennifer Newcomb, owner of 485 Mancos Street  
Cari Kaplan, 488 Morrison Street  
Laura Sugaski, 487 Mancos Street  
Gene and Stephanie Schilling, 492 Mancos Street  
Anne Krimmer, 501 Mesa Verde  
Carolyn Williams, 494 Mesa Verde Avenue  
Bob Kaplan, 104 Cornwall Road, Rehoboth Beach, Delaware  
Travis Newcomb, 485 Mancos Street  
John Ward, ANB  
Tony Spires, ANB  
Will Coffield, ANB  
Doug Pratte, Land Studio  
Roman Gershkovich, Architect  
Yancy Nichol, Engineer at Sopris Engineering  
Chad Lee, Attorney at Balcomb and Green

The meeting was called to order at 7:04 p.m. by Jay Engstrom

**February 25, 2021 Minutes:**

Jeff made a motion to approve the February 25, 2021 minutes. Mariana seconded the motion, and they were approved unanimously.

**Resolution 2, Series of 2021 – 26 Maroon Drive/Minor Plat Amendment/Variances**

Jeff made a motion to approve Resolution 2, Series of 2021, approving the Minor Plat Amendment and Variances for 26 Maroon Drive. Mariana seconded the motion, and it was approved unanimously.

Janet noted that she would change the signature line to read Jay Engstrom.

**Public Comment – Persons Present Not on the Agenda**

There were no persons present to speak on a non-agenda item.

**VIRTUAL HEARING – Minor Site Plan Review/ADU**

**Location: 485 Mancos Street**

**Applicant: Jennifer Newcomb**

There were sixteen letters entered into the record that were sent to the Commission.

John said that this is an application for a Minor Site Plan Review and Conditional Use Permit. He stated that the Commission is required to hold a public hearing and approve the application, deny it or continue the public hearing.

John stated that the applicant is proposing to remove an existing garage structure and construct a new attached garage with an accessory dwelling unit (ADU) over the garage.

John said that while the Covenants that were recorded in 1975 state that “Lots shall be used for no other purpose than single family residences”, the Town does not enforce covenants as they are agreements between property owners within the subdivision and that the Town is not party to those agreements. He stated that as the subdivision is not a planned unit development then the development standards that are in the Residential Low Density zone district (R/LD) apply.

John explained that in the Comprehensive Plan that the property is designated as Developed Neighborhoods in the Future Land Use Plan. He said that the properties in this designation represent developed neighborhoods with little to no change occurring and allow the construction of ADU's.

John said that the property is entirely within the R/LD zone district. He stated that an ADU is allowed to be up to 850 square feet and a minimum of 300 square feet and that the proposed ADU is 596 square feet in size.

John stated that the required setbacks in the R/LD zone district have been met by the proposed garage. He said that the allowed maximum impervious surface is 52% and the applicant is proposing 42%.

John said Section 5.8.3. of the UDC requires 2.5 parking spaces for the main dwelling, and 2 spaces for an ADU. He said that the applicant has indicated four spaces, three located in the driveway and one located in the new proposed garage. He stated that it should be noted the amount of parking does not round up to five parking spaces as the code states that a fraction exceeding .05 would not be rounded up.

John stated that the proposed garage is setback fourteen feet from the front of the existing house and is proposed to have a stucco finish with accent siding. He said that the existing home is proposed to be painted and or receive stucco to match the proposed garage.

John stated that no solar access was provided with the application and will need to be submitted and verified at building permit if approved.

John said that a site plan may be approved upon a finding that the application meets all of the following criteria:

1. The site plan is consistent with the Comprehensive Plan.
2. The site plan is consistent with any previously approved subdivision plat, planned unit development, or any other precedent plan or land use approval as applicable.
3. The site plan complies with all applicable development and design standards set forth in this Code; or
4. Traffic generated by the proposed development will be adequately served by existing streets within Carbondale, or the decision-making body finds that such traffic impacts will be sufficiently mitigated.

John stated that as this is a review for a site plan and runs concurrently with a Staff level Conditional Use Permit. He said that if that if the Site Plan Review is denied by the Planning and Zoning Commission tonight then the Conditional Use Permit also dies, he said that you can't have one without the other.

Jeff asked for clarification regarding the Conditional Use Permit.

John said that the code requires a Conditional Use Permit, which is at Staff level, but that the code also replies that any ADU within the R/LD zone district go before the P&Z through a Minor Site Plan Review. He said that the Minor Site Plan Review, being the higher level of review by the P&Z, if denied then essentially the Conditional Use Permit cannot go forward.

Marina asked for clarification that every time we have approved an ADU that we have approved the site plan and the conditional use permit at the same time.

John stated that is correct.

Marina said that we did receive several letters and that one was about covenants. She said that this is not a PUD, like RVR, what is the Town beholden to in terms of covenants. She asked if an HOA Board exists in this neighborhood.

John said that if the HOA Board did exist, the covenants call out an architectural design review committee, the same as RVR. He said that the applicant would have to go before

the committee first before coming to the Town. He said that the Town is not party to any covenants and we do not enforce covenants. He said that they are private agreements between the property owners within that subdivision. He said that if adjacent landowners did not like the proposal then it becomes a civil matter.

Marina asked for clarification on short term rentals.

John said that the only code language we have is that any short-term rentals are required to get a lodging tax license.

Marina asked if that would be a complaint-based situation if you didn't have a license.

John said that a neighbor could complain if they didn't have a lodging tax license, noise or parking. He said that we have these issues with other short-term rentals.

Jarrett asked if there was a plan showing the square footage.

John said that the applicant can address that.

Jarrett said that there is storage for the ADU on the lower level so that should count as part of the square footage for the FAR.

John said that we don't use FAR.

Jarrett said that he doesn't see it indicated on the plans and that building height is another concern. He said that if it is considered an accessory unit to the primary structure that twenty-two feet would be its limit. He said that it looks like this roof is taller.

Janet said that twenty-two feet is for an accessory building and that this is an addition on to the main structure.

John said that after checking the code that the maximum height can be twenty-seven feet, which is the R/LD district standards. He said that it had to be scaled out on the plans submitted.

Jay asked for clarification on parking spaces and rounding up.

John explained that there is confusion that some applicants ask for an exception that they need to keep one space available on site if there were ever any parking issues. He said that this applicant has not asked for this exception. He said that the applicant is offering the full four parking spaces.

Janet read the code; *that when measurements of required spaces result in a fractional number, any fraction exceeding .5 shall be rounded up.*

Rob Classen introduced himself as an architect in Glenwood. He said that he has some history on the house, which he said was one of the original homes built in Colorado Meadows. He said that it was his house, that he designed and built back in the 70's. He said that he lived in it for seventeen years. He said that his sister, Jenny Newcomb, purchased the house. He said that her son Travis and his family currently live there. He said that this home has been in the family for over forty years. He said that Travis intends on purchasing the home from Jenny. He said that he's helping with the ADU and working through the codes with the least impacts to the neighbors. He explained his design. He said that the stairway going up is not included in the ADU square footage so that is why the ADU, and garage square footages are different. He said regarding the solar access for the neighbor to the north, there are two large pine trees that are fifty feet tall that will be screening the new ADU. He said the trees would be limiting to doing any type of solar applications.

Jarrett read from the code that the residential scale and character of the project shall be emphasized. He said that the scale of this project doesn't fit with the diagrams and that it may fit with a residential/medium density (R/MD) zoning.

Rob Classen said that the ADU is less than 600 square feet and explained about his design.

Jarrett said the length looks to be thirty feet in depth and that the proposed addition is thirty-two feet with a two foot overhang. He said that it is a difference in scale for this low-density neighborhood.

Rob Classen continued to explain the design.

Jeff asked the applicants for the background on the covenants and any conversation with the neighborhood prior to this application.

Rob Classen said that there has never been an HOA or any type of neighborhood group that reviewed any plans or submittals. He said that they were all done through the Town of Carbondale through a building permit.

Jenny Newcomb said that as far as she knows there is no HOA in this subdivision.

Jeff said that the difference between the HOA and covenants could be important and whether there's been discussion about the covenants. He said maybe there's been enforcement of the covenants in the past that we don't know about.

Jenny said that her son Travis, that actually lives in the house, went to all the neighbors directly impacted and spoke with them before the letter was sent out.

Jay asked for clarification on the parking and asked if there will be two additional spaces added with the proposed project.

Rob Classen said that is correct.

Jay explained the public comment process.

Cari Kaplan, **488 Morrison Street** said that she lives directly behind Jenny's house. She said that she will be the most impacted by this project. She said that she's sent in many letters. She said that she has been doing her due diligence and researching the code. She said that she has talked to architects, land planners and that this is a very devastating project for her and her neighbor Laura, who lives to the north. She said that she appreciates what Jenny is doing and protecting her investment. She said that she thinks it's great that it will stay in the family and that it will make your house look a lot better since nothing has ever been done to the house on the outside. She said that Travis never came to talk to her before this application was put in. She continued to explain further communications that happened via text and by phone. She said that Rob is wrong in saying that her privacy fence will help with privacy from this ADU and that it absolutely will not. She said that she has nothing buffering between the ADU and her yard. She said that the majority of the branches from the tree will need to come down because they will be in the way. She said that her privacy fence is six feet tall, and the deck will be twenty-five feet tall so she would need a twenty-five-foot pine tree to provide any kind of privacy. She said that there is no mitigation on the deck for noise and sound pollution, privacy and safety. She said that it will all decrease her property value. She said that there is also the issue of the Comprehensive Plan being updated, she said you read my letter, so you know what I'm talking about. She said that the parking is going to cause a lot of congestion in the neighborhood, she said that you know the story with the parking on this side of town. She said that it's all there in her letters and photos. She said that it will look like a townhouse behind her house.

Laura Sugaski, **487 Mancos Street** said that she is questioning the parking from the code Section 5.8 it says that only one car can be parked behind an enclosed garage or parking spot. She said that in this case with the one car garage they have three car spaces parked behind one car, which doesn't seem to code to her. She said that maybe there is an explanation. She said that the attached wall says that it needs to be twenty five percent of the wall needs to be attached to the principal building. She said that only fifteen percent is. She said regarding Rob stating that her privacy and solar is not affected, she said that she does have south facing windows shown in her photos. She said that she has a sunroom, which is her dining room and that she has a full view of her southern lot line. She said that the elm tree is dying, which will affect Cari as well. She said that in the winter when there are no leaves that she gets a lot of view with blue sky and light, as well as in the summer. She said that the spruce trees are about forty-five years old and that they are not going to last a lot longer. She said that one of her spruce trees has already been smothered by the elm tree and the whole half of it is completely branchless. She said that the main structure is sixteen feet if you include the two-foot jog out and the deck is another eight feet. She said that you are looking at twenty-four feet towards Cari's lot line and twenty-four feet further into my back yard. She said that when she had people come look at her solar that her west roof would be the best place for it. She explained the sun's location on to her roof. She said that from what she read in the code that the height was twenty-two feet for an accessory dwelling unit. She said that this will not increase the value of her home or any of her neighbors because we value living in a low density, very quiet and peaceful neighborhood. She

said that everyone in her neighborhood would really like that. She said that unfortunately they have not been informed of this. She said that she hasn't had the time to talk to everyone in Colorado Meadows because she works.

Gene and Stephanie Schilling, **492 Mancos Street** said that they live across from the applicant. Gene said that he has lived in his house since 1979 and that no one in his neighborhood has ever done anything with the covenants. He said that they have many houses in the subdivision and, that he knows that right doesn't make wrong, that have violated the rules with second units with people living in them as well as renting them out. He said that the applicant has gone to the ends to make sure this is something that follows the rules and that would make the houses in our neighborhood more valuable. He said that he applauds them and that he would recommend that this application of an ADU and garage is approved. Stephanie said that she would like to say thank you to all of her neighbors who appreciate our little corner of the world, Colorado Meadows. She said that she is really glad that we are looking to improve our neighborhood with the density issue being considered. She said that Jen has gone through all of the proper ways of doing it rather than just renting a room in your basement, which could be dangerous and impact our neighborhood.

Anne Krimmer, **501 Mesa Verde** said she is on the other side of the park from Mancos Street. She said that not to get into a pissing match but that she has owned her house for eighteen years. She said that she has talked to the neighbors surrounding her, the ones that do not have short term rentals. She said that we all are against more ADU's being added to the neighborhood. She said that we all bought because it was single family. She said that she had to sign off on the covenants when she bought her house, and it was required as part of her closing. She said that while they have never been enforced, we were forced to sign that we were aware of the covenants, back in 2002. She said that she has talked to neighbors that were original owners and that they don't like to rock the boat, but they are against the ADU as well. She said that we are surrounded by legal and illegal short-term rentals and that it is getting ridiculous because you don't know your neighbors. She said that if these additions were restricted to being long term, she would feel differently about it and that without restrictions on the length of time they are rented that it affects the character of the neighborhood. She said that she is a rabble-rouser and that she is ok with rocking the boat and that she is more than happy to be that one. She said that her quality of life and her quality of her property is also important. She said that the excuse of needing the income, that Rob kept pushing that they were the original owners and that it's all in the family and that over forty years that they could have scraped together money to fix up the outside if that was important to them. She said that she just refinanced so that she could replace her windows and that she's not making tons of money but that we are doing the best we can. She said that a lot of us believe in it being a single-family home, so we are going to suck it up until we have to move to a different town. She said that adding on for the only reason of being a rental is the right way to go. She said that she met Cari over twenty years ago and that she's not nuts.

Carolyn Williams, **494 Mesa Verde Avenue** said that they have lived in two different houses in Colorado Meadows since 2000 and that they really appreciate the low-



density. She said that it is so rare to have a lower density neighborhood so close to town. She said that many of us have chosen not to live on Wheel Circle or Vito's Way because we did not want to live in townhomes, and we paid more money to have a single-family home in this neighborhood. She said that she has serious concerns about the lack of parking and infrastructure in her neighborhood to support ADU's. She said that she is also concerned about the precedent of building an ADU with the intention of being an ADU. She said that there are many illegal ones but that it's a whole different thing when you have separate entrances and separate buildings. She said that it could be in the family today and that it could be sold tomorrow and rented as a short-term rental. She said that it is a real problem in our community and a broader problem for Carbondale. She said that between parking and setting the precedent for building ADU's for the purpose of renting them out is going to change the character of the neighborhood in a negative way. She said that while she appreciates the efforts to improve a property that she does not see that as improving anyone else's property because we have all paid a premium to live in a low-density neighborhood.

Bob Kaplan, **104 Cornwall Road, Rehoboth Beach, Delaware** said that he is a retired architect. He said that the architect brought up the impact of the rear elevation and the fact that it reduced the setback from the common property line on the west from forty-one feet to approximately seventeen feet. He said that plus, because the existing house lower level is half below grade, the main or upper floor is only approximately five feet above existing grade. He said that the new addition is a full two stories from grade and the garage was nine or ten feet itself. He said the height of the new second floor is about five feet taller than that of the existing house and the existing deck. He said combined with being approximately seventeen feet from the rear setback rather than forty-one feet. He continued to explain comparisons in heights to Cari's house. He said that her privacy is compromised, and that landscaping isn't going to lessen that. He suggested a six-foot-high privacy screen on the deck, in lieu of a railing. He said that the impact on her house is catastrophic and that this is her only home. He said that this would destroy her finances and dramatically damage the resale value of her house. He said that he is asking the Board to consider this and perhaps make some adjustments and requirements of landscaping that would minimize the impact.

Travis Newcomb, **485 Mancos Street** said that he is the current tenant. He said that he wanted to address some concerns and let the neighbors know that he heard their concerns and that they are their concerns too. He said that it has been our family in the house since it was built. He said that he has lived here since he was five years old and currently it's his wife and two-year-old daughter. He said that he understands the concerns the safety of the streets and noise and light pollution. He said that he has a two-year-old in the house, so they are our concerns too. He said that the overall impact of the project was to maintain a sustainable house for his family. He said that we have gone above and beyond to stay within those limitations of keeping the off-street parking. He said that we are the exception in our neighborhood that doesn't use any on street parking. He said that the new garage will accommodate a vehicle and we will have an extra vacant spot on the driveway, and we don't plan on using any on street parking. We value others privacy as well as we value ours. He said that they will not have anyone staying that will have a negative impact on his family or the neighbors. He said

that he hopes we can ease some of the concerns. He said that for a number of years it has just been our family in the house. He said that we are currently the only home with one family per household and that every neighbor that he shares a yard with has renters, whether legitimately or illegitimately. He said that he appreciates everyone's comments and concerns and hopefully we can alleviate them and move forward.

### **Motion to close the comment portion of the public hearing**

Jeff made the motion to close the comment portion of the public hearing. Jarrett seconded the motion, and it was approved unanimously.

### **Commissioner Comments**

- Accessory roof height would be limited to twenty-two feet.
- The structure is connected so it would be twenty-seven feet in height.
- More documentation needed to show the heights.
- The code allows ADU's in low density and we have approved them for years.
- This appears to be a neighborhood issue.
- Existing garage is being moved back from the street.
- This proposal is not out of scale for the neighborhood.
- There is a parking problem across the street, which is not in our purview.
- Parking has been addressed with the requirements for a use that is approved by the Commission.
- The nature of backyards is that they intersect in a neighborhood.
- There are violations currently in this neighborhood and that calls to the Board would help mitigate the issues as well as the parking situations.
- This applicant is trying to do everything legally, which needs to be recognized.
- Solar access study is needed as a condition of approval, which is in compliance with the building code.
- This neighborhood doesn't have second story decks.
- This kind of infill is encouraged as per the Comprehensive Plan, in a growing town.
- The neighborhood doesn't seem like a low-density neighborhood.
- Required private outdoor space could be on ground level, removing second level deck.
- Required solar shading plan is needed.
- Reduced height of the house could be asked of the applicant.
- The garage is considered part of the residential structure, floor of the ADU is the twenty five percent of the connected portion to the main residential structure.
- Section 5.8.4g in the UDC explains the stacked and tandem spaces for parking, tandem parking is allowed for a single-family duplex and triplex residential uses, one space on the driveway, behind each space in the garage.
- An accessory building is defined as a detached subordinate building on the same lot, which would be a height limit of twenty-two feet.
- More documentation would be needed to clarify the proposed project, we don't want to limit the right to develop.

Further discussion ensued on continuing the public hearing.

**Motion for Continuance**

Jeff made a motion to continue the public hearing to April 15, 2021. Marina seconded the motion, and it was approved unanimously with the request that the applicant provide the following;

- A solar access plan.
- Required private outdoor space for an ADU revised.
- Details on the building height.

**VIRTUAL HEARING – Rezoning, Administrative Site Plan Review, Preliminary Plat, Special Use Permit**

**Location: Hendrick Drive and Highway 133**

**Applicant: ANB Bank**

Janet stated that this is a public hearing for to consider the ANB application. She said that the Commission is required to hold a public hearing and recommend approval of the application recommend denial or continue the public hearing.

Janet outlined the following;

The proposal is to subdivide the 1.44-acre parcel into two lots:

Lot 1 (northerly lot) .728 acres

Lot 2 (southerly lot) .712 acres

The applicants propose to rezone Lot 1 to the Commercial/Retail/Wholesale (C/R/W) zone district and rezone Lot 2 to Mixed-Use. Lot 2 would remain undeveloped.

A drive-through bank is proposed for Lot 1. The drive-through requires a Special Use Permit. The bank is 3,727 sq. ft. so it is classified as an Administrative Site Plan Review. This site plan is being referred up to the Commission as the Commission is the approving authority for the Special Use Permit.

Since the rezoning goes to the Board, the Commission may refer the entire application to the Board of Trustees.

So, the first step is to consider the rezoning:

Rezoning may be approved if the Town finds:

1. The amendment will promote the public health, safety, and general welfare;

2. The amendment is consistent with the Comprehensive Plan and the purposes stated in the Unified Development Code;
3. The amendment is consistent with the stated purpose of the proposed zoning district(s);
4. The amendment is not likely to result in significant adverse impacts upon the natural environment, or such impacts will be substantially mitigated;
5. The amendment is not likely to result in material adverse impacts to other properties of the subject property; and
6. Facilities and services are available.

## **Comprehensive Plan**

The Future Land Use Plan is the foundation for making changes to zoning in the future. The land use designations shown on the Future Land Use Map set the general direction for the development of land and the desired character.

The Future Land Use Map designates this area as “New Urban.” This designation balances an urban, pedestrian/bike friendly feel with the need to accommodate automobile access and parking on-site. Buildings should be the focal point of the site close to the sidewalk with the parking behind or to the side of buildings. Commercial, mixed-use, light industrial, local food production, live/work, and urban residential uses are all allowed in appropriate places.

The Map also identifies the intersection of Highway 133 and Main Street as a gateway. This part of the highway should emphasize bike and pedestrian oriented design and reinforce small town character.

The Comp Plan includes a Highway 133 Character Spectrum. The northerly most portion of the highway near the Highway 82 intersection is defined as Employment/Light Industrial. Then as the highway travels south, it is defined as the Auto-Urban area. As it approaches Main Street, it is designated as New-Urban. This designation balances urban, pedestrian/bike friendly fee with the need to accommodate automobile access and parking on-site.

### **1.3 Purpose of the Unified Development Code**

1.3.1. This Unified Development Code is enacted to protect the public health, safety, and general welfare and to implement the policies of the Town of Carbondale Comprehensive Plan and adopted area plans, as may be amended from time to time.

1.3.2. This Code is specifically intended to:

- A. Lessen congestion in the streets;
- B. Secure safety from fire, floodwaters, and other dangers;
- C. Provide adequate light and air;
- D. Avoid undue concentration of population;
- E. Facilitate the adequate provision of transportation, water, sewage, schools, parks, and other public requirements; and
- F. Promote energy conservation, the use of solar energy and environmentally sensitive development.

1.3.3. This Code is drawn with reasonable and able consideration, among other things, as to the character of each zoning district and its peculiar suitability for particular uses, and with a view to conserving the value of buildings and property and encouraging the most appropriate uses of land throughout the Town.

Janet said that the Comprehensive Plan was adopted in 2013. She said at that time, the Town did not have a mixed-use zone district to reflect the New Urban designation which had been placed on the Future Land Use Map. She stated as a result, the Town created a new Mixed-Use Zone District when the UDC was done in 2016 achieve the New Urban character.

Janet stated that this parcel is currently zoned Planned Community Commercial (PC). She said that this is an obsolete zone district. She stated that the development standards for the PC zone district are included in the Appendix to the UDC. She continued by saying that the properties zoned PC can be developed under those standards. She said however, no land may be rezoned to an obsolete zone district and property owners are encouraged to rezone land from the obsolete zone district.

Janet said that the applicant didn't want to pursue the Mixed-Use Zone because drive-throughs are not allowed in the that zone district.

## **PRELIMINARY/FINAL PLAT**

Janet stated as far as the technical review, the subdivision complies with the UDC and design standards for subdivision.

Janet said that the Site Plan also generally complies with the zoning parameters – setbacks, lot coverage, building height, and parking.

Janet stated that the one exception is the 10 ft. wide landscape strip along the Highway 133 right-of-way and the building is required. A 7.1 ft. strip is proposed.

Janet said while there have been issues in the past with buildings required to meet the maximum front yard setback of 10 ft., this has been in the Mixed-Use zone district. She stated that there is no maximum front yard setback in the C/R/W zone district, and it is unclear why the 10 ft. is in the code.

Janet said that the design standards suggest human-scaled features at ground level to encourage pedestrian use. She stated that this includes articulated entries and windows, canopies, arcades, recessed entries, changes in color, material, or texture. She stated that there are several canopies on the building, as well as one over the employee plaza.

Janet stated that this section also discusses façade modulation. She said that the building is square with some bump out on the south and east sides of the building.

Janet stated that early on during the pre-application meetings, she had questioned whether the proposal and rezoning complied with the Comprehensive Plan. She said that her sense was that a drive-through bank is an auto-oriented use, which did not fit within the vision outlined in the New Urban designation shown in the 2013 Comprehensive Plan.

Janet said that she had told the development team that if they wanted to move forward, they should try to include elements that would bring the proposal more in line with the New Urban designation. She stated that they provided outdoor seating areas, artwork, public plaza, and an improved building design. She said that the building is close to the front property line with the parking to the side and rear.

Janet stated however, Staff does not feel that a drive-through bank fits in with the vision of the Comprehensive Plan. She said that it is an auto-oriented use that may be a better fit in the Auto-Urban Area shown in the 2013 Comprehensive Plan. She stated because of that, she recommends denial of the rezoning. She stated that if the rezoning is denied, then the other components of the land use application may not move forward and are denied as well. She stated that the findings of denial are included in the Staff report.

### **Commission Questions and Discussion**

Marina asked if the location was adjacent to the City Market gas station?

Janet said yes, it is south of the fueling station.

Marina said that there is already a gas station next door and that it prohibits any pedestrian movement all ready.

Janet said that City Market went through development prior to the UDC being adopted and it was already zoned CRW. She said that we didn't have a lot of ability to use the Comp Plan to say that they couldn't do that. She said it was already zoned and a property right. She said in this case they need a rezoning. She said that the code directs

me to look at the Comp Plan and the designation. She read the purpose section of the (MU) zoned district. She said that when you are rezoning that you try to look at what the vision was in the Comp Plan. She said as development happens to the south, we would keep the pattern of the (MU) development, which was already done to the west as well.

Jeff asked if the existing zone was PCC.

Janet said yes, Planned Community Commercial.

Jeff asked if that would allow the variances that they are looking for.

Janet said that the PCC allows a drive-through service window as a conditional use, however the zoning is geared toward strip malls. She said that the front yard setback on Highway 133 is thirty feet, which would push the building way back on the lot and the parking in the front. She said that everyone agrees that PCC is not real desirable.

Janet said that the code encourages people that own obsolete zone district properties to rezone and the code says that the Town provides incentives to do it, even though it hasn't been done yet. She said most people choose to rezone. She said that they could move forward under the PCC.

Jeff asked if it was a requirement to rezone upon subdivision.

Janet said that it was under Section 3.1, in the beginning of zone districts, in the UDC.

Marina said that she also was agreeing with Jeff in that a development would have to rezone as per the UDC.

Janet read; *Landowners are encouraged to rezone land from the obsolete zone district classification. The Board may offer incentives such as modified application fees to accomplish his goal.*

Jeff asked if that was for a development proposal or subdivision or is it the same standard for both.

Janet said it would be for anytime, she said that we could approach property owners that own PCC and encourage them to rezoning if they don't have an application in. She said that she didn't think we would do that.

Further discussion ensued about the rezoning.

Jay asked about a building that already has a drive-through if the new owner would have to apply with for a special use for a drive-through.

Janet said that is correct and the Town's code really limits what uses are allowed to have drive-throughs. She said that we don't allow restaurants to have drive-throughs.

She said that whoever bought the building at their old location on Dolores Way would have to reapply.

John said the use would have to be discontinued for one year. He said that the special use permit runs with the land.

Doug Pratte said that he is a land planner with the Land Studio and that he has a team here. He introduced Tony from ANB as the branch President.

Tony Spires said that he is the community bank President and said that he has been at this bank for about ten years. He said that we have John Ward, the regional President of the mountain region, Laura Schmoltz that is SPV, our senior digital officer and Will Coffield, owner representative of the bank. He introduced Roman Gershtovich, architect, Yancy Nichol, engineer with Sopris Engineering, Chad Lee, with Balcomb and Green, land use attorney.

Tony explained his role at the bank. He said that ANB has been here for twenty years and our employees are community members. He said that we have four banks in the region that service about ten thousand customers. He said we try to help our customers grow.

Doug shared his screen outlining the following;

- ANB's existing location and proposed location.
- The new location being in walking proximity to all of the new residential development.
- Screenshots of current developments surrounding this proposal.
- Lots 1 and 2, Lot 1 being the bank lot.
- Explanation of the possible uses of the subdivision and diversity for Lot 2.
- The relationship to City Market, the fueling station and Main Street Marketplace.
- Existing zoning, PCC, CRW zoning to the north and west.
- Rezoning to be compatible with Mixed-Use zoning.
- Rezoning to benefit the community and benefiting this project as CRW and MU.
- Future land use map associated with the Comp Plan, New Urban designations.
- New Urban is urban, pedestrian and bike oriented with buildings close to sidewalks and streets, with parking behind the units.
- Lot 2 could include live/work use.
- Pedestrian and bicycle paths.
- Highway 133 Access Control Plan, existing conditions.

Yancy Nichol explained the Access Control Plan and the compliance with the plan. He said that there was a traffic analysis done with a traffic study included in the application. He explained the traffic study for both Lots 1 and 2. He stated that this proposal for the bank has five hundred square feet added from their existing location and how the traffic trips would compare. He said that Dolores Way is a challenging intersection at Highway 133 and a poor level service. He said that this applicant is willing to deed restrict their old property to get rid of the drive-through at the Dolores site so it would no longer exist.



Roman Gershkovich, Architect with Open Studio Architecture explained the site layout, architectural mass and materials as well as the sustainability for the project outlining the following.

- Single story building with the setbacks.
- Drive-through and parking location tucked into the back behind the building.
- Screening from Hendrick and Highway 133.
- Side walls and garden walls for the parking adjacent to the front door.
- Shaded canopy areas and landscaping.
- Enhancing the multi-modal that they are trying to promote with the bike path and pedestrian crossing in front of the bank.
- Bike parking to the east, shaded canopy for the entry point, seating areas for flexible outdoor activity space.
- Walk up ATM.
- Create a strong urban edge along the gateway to Carbondale.
- Materials of brick, canopies along the windows, natural limestone cladding that are regional materials.
- Elevations showing the height of the building, parapet, drive-through, glazing along the façade and screened wall elements.
- Energy efficiencies are above what is required by code.

Doug Pratte explained the landscape plan outlining the following;

- Plant materials with recommendations from the Tree Board.
- Materials that were utilized in the neighboring project.
- Screening for the drive-through.
- Complete the landscaping along Highway 133 and the bike path associated with Lot 2.
- Plaza can take advantage of art, which can be a gateway for pedestrian access.
- The applicant is willing to put in the additional right turn lane to compensate for the twenty percent traffic increase.

Tony said that Kathleen assisted with the community outreach and since she has been hired by the Town. He said that they met with Carbondale Arts, Bike and Trails Commissions, Carbondale Rotary, Carbondale Chamber and that we put some information in the Sopris Sun. He said that we sent out materials to current bank customers and to the neighborhood as well as emails to adjacent businesses. He said that the biggest questions that they got were for the plans of the existing building. He continued to elaborate on the positive feedback that they have received.

Doug continued the presentation by explain how they have met the New Urban designation and how they have met the standards and the reasons they wanted to use the CRW zoning to accommodate the project.

Chad Lee, attorney at Balcomb and Green said that he wanted to solicit feedback from the Commission on the interpretation of the Comprehensive Plan. He said he wanted to

explain how we got to our interpretation and why we designed the project the way we did. He said that we reached out to the community and we have put a lot of effort into this. He said that we have revised our plans and brought them back, but we are still not having an understanding with Staff. He said that the Comprehensive Plan is an advisory document that provides general guidance for changes to the land use code and rezoning. He said that it is the appropriate document to look towards. He said that currently this property is zoned strip mall with a thirty foot setback from the highway and it is an obsolete zone district. He said that there is no requirement to rezone upon a site plan development application. He said that the intent of our application was to heed that advice, that rezoning was encouraged and rezone to an appropriate district within the future comprehensive land use designation. He said that the appropriate district was the CRW and the MU district, splitting the difference with CRW to the north and MU to the south. He said for us it made a lot of sense. He said that we voluntarily offered to deed restrict our current drive-through and shut it down. He said that as Janet discussed in her Staff report, there is a Highway 133 spectrum. He continued to explain that it is heavily auto urban verses new urban. He said that the uses between the two are almost identical. He continued to read from the Comp Plan and give his interpretation of the code saying that their rezoning of CRW to the north and MU to the south are consistent with the New Urban designation. He said that a bank is an allowed use in all possible zone districts and the only difference is the drive-through. He said we are just asking to move our current drive-through location down the road to this better location with better access.

Doug said in closing that rather than referring to this project or this bank as a drive-through bank, he said that he would refer to it as a full-service bank that has a drive-through. He said that your discussion, comments, and your opinions are very important to us. He said that we do want to hear them, and we recognize that you are probably not in a position to grant us an approval tonight but there were conditions of approval that were drafted to help you do that. He said that we would like to continue to a next hearing but in the context of continuing we don't want you to cut it off and say that we'll talk to next time. He said that we would like to hear what you have to say. He said that if we do continue, we would like to know if there are things we need to work on between now and the next meeting.

Jay thanked the applicants and told them that their presentation was very thorough with great explanation to what is going on.

### **Commissioner Comments**

- Clarification on art events and discussion with Carbondale Arts.
- Does current location have walk up business.
- It's hard to design a good bank and this one was a good job.
- Were there design changes based on community outreach.
- Sustainability quantification suggested.
- Lot 2 access.
- Trash location is in an inconvenient place.
- Pedestrian access with a curb cut to tie in sidewalk across Hendrick Drive.
- Vehicle entrance that is double-wide shortened up.

- A bank in this location is a nice buffer or transition to the taller MU.
- Clarification on entrances for parking and the drive-through.
- Is setback on Highway 133 of ten feet possible.
- Alternative material for the asphalt.
- Update current development across the highway in presentation.
- The design was complimented by several Commissioners.
- Engage more Commissioners with this application.

There were no members of the public to comment.

Janet asked if the applicant could add a rendering/elevation from the direction of the round-about heading northwest, in the direction of City Market and the apartment buildings.

Janet commended the applicants for their responses to proving that their application was New Urban.

### **Motion for Continuance**

Jeff made a motion to continue the public hearing to April 15, 2021. Marina seconded the motion, and it was approved unanimously.

Marina commended Jarrett for his first P&Z meeting, which was an epic one.

### **Staff Update**

Janet said that we received five proposals (RFP's) for the Comprehensive Plan. She said that when we create sub-committees it allows a more frank and open discussion. She said that the Commission as a whole is also an option to review the proposals in order to select two to interview. She noted that it would be on YouTube. She said that we are wanting to be fully transparent in the process.

John said that it's been busy with inquires.

### **Commissioner Comments**

There were no Commissioner comments.

### **Motion to Adjourn**

A motion was made Jeff to adjourn, Marina seconded the motion, and the meeting was adjourned at 10:09 p.m.

**MINUTES  
CARBONDALE PARKS & RECREATION COMMISSION  
March 10, 2021**

Hollis Sutherland called the virtual meeting of the Carbondale Parks & Recreation Commission to order at 7:00 p.m. on March 10, 2021.

**ROLL CALL**

The following members were present for roll call:

Members:	Hollis Sutherland, Chair Rose Rossello, Vice Chair John Williams, Member Kathleen Wanatowicz, Member Becky Moller, Member Ashley Hejtmanek, Member Tracy Wilson, Member Brian Soby, Alternate Celeste Fullerton, Youth Member
Town Staff Present:	Jay Harrington, Town Manager Eric Brendlinger, Parks & Recreation Director Jessi Rochel, Recreation Center & Recreation Programs Manager Jamie Wall, Recreation Coordinator: Facility & Special Events Margaret Donnelly, Aquatics and Wellness Coordinator Will Tempest, Recreation Coordinator: Youth and Adult Athletics Richard Wells, Parks Maintenance Staff Luis Yllanes, Board of Trustees Liaison Kae McDonald, Boards & Commission Clerk

**CONSENT AGENDA**

Tracy asked if an Aquatics Master Plan link could be added to the Parks & Recreation webpage. Eric confirmed that a link was available on both the Parks & Recreation webpage and under the "New Pool Info" tab on the Carbondale Recreation Center webpage.

**Motion Passed:** Tracy ***moved*** to approve the minutes from the February 10, 2021 meeting. John ***seconded*** the motion, and it was ***unanimously approved***.

**ITEMS FROM CITIZENS PRESENT NOT ON THE AGENDA**

There were no items from citizens present but not on the agenda.

**CELEBRATING 2020 ACCOMPLISHMENTS: RECOGNIZING PARKS & REC. STAFF**

Hollis set aside time during the Parks & Recreation Commission meeting to recognize and thank Town staff for everything they accomplished in 2020.

Eric gave shout-outs to Town staff:

- Russell Sissom, Jesus Ortiz, Mark Nersesian, and Richard Wells are fulltime Parks Department employees- they were able to bring a semblance of normalcy to the Town facilities during the shut-down prompted by the Covid pandemic. Eric views his staff as essential workers and noted that if maintenance had not continued, the visual references would have exacerbated the community's mental health. There are 26 parks encompassing 123 acres to manage and Parks staff completes a variety of tasks among which include digging/covering graves, mowing, snow removal, daily inspection of 112 trash and recycling containers and 36 dog pots.

- The Recreation Department was hard hit by Covid and the numbers of users dropped from an average of 120 per day to 120 per week. Job duties shifted in response, and Recreation staff had to be creative in addressing the protocols.
  - Jessi took the Covid protocols seriously and had to reinvent how the Rec Center operated. She kept employees and facility users safe.
  - Margaret was able to operate the pool in a safe manner. She also worked with the fitness instructors to facilitate outdoor classes and then had to pivot and re-adapt during the Grizzly Creek fire.
  - As the Special Events Coordinator, Jamie had to adapt when many of the 101 scheduled events were cancelled over the last year. She also ran the Carbondale Farmers Market—which was considered an essential food service—and gracefully navigated the challenges presented by Covid protocols. She also oversaw the cleaning and disinfection of the Rec Center before it could reopen.
  - Because Covid Protocols eliminated most of the youth activities, Will faced some overwhelming challenges, but was able to figure out how to bring back some of the programming safely. Eric commended him for sticking with it through this very hard year.
- Derek Miller is the Facilities Maintenance Lead and was able to capitalize on the Covid social distancing protocols to complete deferred maintenance on park facilities including re-roofing four buildings and building the connector trail between the two parking lots at Red Hill.

Eric was appreciative of all the hard work his staff has put in throughout the pandemic.

Jessi thanked Eric for his leadership in navigating the required protocols through the last year.

Jay expressed appreciation for the Parks & Recreation Staff and Commission and noted that this time last year no one had any idea what was to come. He appreciated the Parks crew for the great solutions and flexibility they have exhibited, as well as the Recreation staff for providing support to the Carbondale Emergency Task Force by helping fill prescriptions and getting groceries for those in need. He also noted the fact that the Parks & Recreation Commission worked through the Aquatics Master Plan through the challenges of the last year. While anticipating some sense of normalcy evolving over the next few months, he is also proud of how everyone has responded.

Questions/Comments:

Tracy gave thanks to all and noted that through the uncertainty, moving forward was a huge mantra.

Luis also gave thanks and noted how amazing the staff was in bringing a sense of normalcy where they could.

Kathleen also thanked the staff and was impressed with the good attitude maintained by the Recreation Department.

Hollis also thanked the staff and appreciated all that they have done—even bringing beauty to even the mundane tasks they undertake. She added that it provides a baseline for the high quality of what you see in Carbondale and makes it a beautiful place to be.

Ashley was surprised by what staff has accomplished and views them all as incredible public servants.

Rose concurred with what everyone said and expressed her appreciation not only as a commission member but as a mom, as well.

### **REVISITING SECTION 7 OF THE MUNICIPAL CODE FOR PARKS & RECREATION COMMISSION**

Hollis opened the discussion by noting that one of her goals is to review the structure, process, and purpose of the Parks & Recreation Commission. As part of this process she had a phone conversation with Janet Buck regarding the Planning and Zoning Commission and met with Jay for advice and guidance. She noted that while the Planning and Zoning Commission is quasi-judicial and is somewhat different in how it is structured, Janet was able to clarify several questions Hollis had. She added that the purpose of this meeting's discussion was to review some of the discrepancies between what is outlined in Section 7 and how the commission is currently organized:

- Sec. 2-7-10 states that three voting members may be residents of the area served by the Recreation Department but need not reside within the Town limits. Hollis noted that because Brian, Tracy, and Ashley

all live outside of Carbondale proper, that allowance is currently fulfilled.

- Sec. 2-7-10 also states that the commission shall consist of seven voting members and one alternate member. The paragraph further states that one of the members shall be a Youth Commissioner, under 18 years of age at the time of appointment, who shall serve a term of two years.
  - Hollis noted that, moving forward, Celeste should be voting on all decisions.
  - Based on the current number of Commission members, there is one more voting member than the code allows. Hollis noted that three terms expire this year including Becky, John and Tracy, Celeste's term expires in 2022, and the remainder of the terms expire in 2023.
  - The commission terms are three years, except for the youth position which is two years. Hollis also pointed out that the terms begin and end on August 31<sup>st</sup>, rather than follow a person's appointment.
- Per Sec. 2-7-30, Hollis would like to firm up the procedure for the appointment process and proposed that the vacancy be advertised with the intent of opening the application process to community members at-large, rather than just re-appointing existing members. She also proposed that the application and interview process be formalized and suggested developing a uniform question format.
- Hollis also noted that Sec. 2-7-40 allows for the appointment of a secretary, even if Town staff have been asked to maintain meeting minutes and records.

#### Questions/Comments:

Tracy remembered that the commission used to have a secretary, but they decided that because Town Staff was doing everything that position was eliminated (and she thought it was with BOT support).

Hollis asked Eric to clarify when the BOT reviews the code. Luis thought it was every two years. Eric noted that if the commission would like to make changes to the code, they can submit the revisions to the BOT for consideration. He added that the fee structure is what is reviewed every January.

Hollis wondered if there would ever be a time when there wasn't a Boards and Commissions Clerk and whether the secretary position was even needed. Eric responded that during the 2008-2010 recession, the duties of the Boards and Commissions Clerk reverted to fulltime staff. He added that it doesn't have to be memorialized in the code, especially considering the position hasn't been filled in many years.

Tracy agreed with Eric and thought the role was superfluous.

John thought a better solution than eliminating commission members would be to enlarge the Commission to nine members.

Kathleen was afraid that if enlarged, the Commission might suffer from paralysis by analysis.

Rose pointed out that because meetings are virtual due to Covid protocols, there has been increased attendance over the last year and she reminded the commission members of the occasional struggle to achieve a quorum at in-person meetings.

Brian asked for clarification if the code was specific to the number of voting members, or just the number of members.

Hollis confirmed that the code stated that there are seven voting members and one alternate, and one of the seven shall be a youth commissioner.

Brian suggested a change in language to two alternates and one of the seven may be a youth commissioner.

Tracy added that the youth commissioner position hasn't always been maintained and pointed out that it can be challenging to find the right student at the right time. She encouraged cultivating a relationship with the local high school to counselors to ensure more consistency.

Celeste volunteered to talk to the Capstone Director. She added that students must complete their Capstone project by March of their senior year.

Tracy wondered if a one-year term might be a better fit.

Eric asked Celeste if the youth commissioner position might be more attractive if it was molded around a Capstone project.

Celeste agreed that it was a good idea for those that want to pursue community work. She thought it was important to have them start early, because many students don't have an idea for their project.

Hollis reiterated Brian's suggestion of expanding the number of allowable alternates and re-phrasing that the youth commissioner may be a voting member. She suggested verbiage to give voting preference to the youth commissioner, but in the event the youth commissioner position was not filled, voting would revert to a regular member.

Becky questioned whether the code specifically states that the youth commissioner is a voting member.

Hollis responded that she read through all of Section 7 and her takeaway was that the youth commissioner was a voting member. She stressed the need to clarify the language in Section 7.

Hollis asked whether anyone had an opinion about increasing the number of commission members.

John reframed his suggestion have the youth commissioner as an alternate.

Hollis pointed out that the way Section 7 is written, the total number of commissioners is eight, so there would still be one too many if there are seven voting members, one alternate and one youth commissioner whether they are an alternate or not.

Becky agreed with Hollis that there should be a total of eight members. She pointed out that the commission by-laws and Section 7 should be identical and wondered why it was so confusing.

Eric reminded the commission members that the Parks & Recreation Commission was created in 1977--prior to Carbondale's transition to Home Rule, so there is a question about how the code works with the original charter. He added that Jay referred to the code, so that takes precedence. He also noted that the ordinance guiding the commission was changed in 1992 and then again in 2015. He would like to get additional information on the Capstone timing before making changes to the youth commissioner term.

Tracy thought the timing for commissioners to cycle on to and off the board could be staggered more efficiently.

Hollis reminded everyone that people come into a term and that it is not tied to the person.

#### **P & R COMMISSION 2021 WORKING MASTER CALENDAR. ADDITIONS AND CHANGES**

Eric noted that the Master Calendar is evolving and is a work in progress. He wanted to point out that he has added specific group relationships and outside group check-ins including:

- Hendricks Community Garden
- Demeter's Garden
- Thompson Park (MOU)
- Roaring Fork Pickleball Association (MOU).

He has also added timing to advertise for P & R Commission applications, and relationships with other advisory boards, amenity partnerships, and intergovernmental partnerships. He noted that he has yet to add the Friends of the Nature Park, Special Event Task Force, and CAFCI.

Eric asked that commission members interested in being a liaison to other groups let him know. He noted, for example, that John is a liaison to CAFCI/Senior Matters, the Mount Sopris Historical Society, and the RF Pickleball Association.

**Questions/Comments:**

Hollis asked if a liaison was necessary if there was an MOU.

Eric thought that it made the most sense to have one.

Becky asked if this would be required for membership on the Parks & Recreation Commission and what would be required of the liaison.

Eric pointed out that it was voluntary and would not be a requirement for membership on the commission. He added that the liaison would just need to touch base with the chairperson of the other groups when a shared topic came up and then pass this information along to the rest of the commission.

Rose volunteered to do the Special Events Task Force.

Kathleen noted that if there is a contractual relationship in place, it isn't appropriate for a Parks & Recreation Commission member to be a liaison.

Tracy suggested substituting the term "Point of Contact" for "Liaison."

Hollis asked Eric to update the list and asked commission members to consider whether they want to be a point of contact.

Luis said he is the liaison for the Carbondale Public Arts Commission and was willing to be the point of contact for that group.

**REPORT & UPDATES: STAFF AND COMMISSION MEMBERS**

Eric Brendlinger, Parks & Recreation Director: All current work is listed on the 30/60/90-day calendar and it is ramping up quickly. He noted that the annual Parks & Recreation Commission check-in with the BOT is scheduled for April 20th and encouraged all to attend. He added that the RVR Triangle Park tennis courts did not receive needed maintenance last summer because of Covid and they are now in bad shape. Therefore, they have been closed until short-term repairs can take place, with the more permanent repairs scheduled for June.

Jessi Rochel, Recreation Center & Recreation Programs Manager:

- The last Blood Drive was a success and the next one is scheduled for April 28th. Because of its success, they are going to schedule monthly drives,
- Youth climbing classes were full for the March session,
- Tae Kwan Do has continued to use the facility three times weekly,
- Mah Jongg will be added on Thursday afternoons,
- Where My Peeps Scavenger Hunt is scheduled for Saturday, April 3rd,
- Upcoming youth activities include Dinky Dunkers, skateboard lessons, and summer hikes,
- Carbondale Arts will be offering another free youth art class,
- The Rec Center is hiring a group fitness instructor, lifeguards, and WSI.

**ADJOURNMENT**

The March 10, 2021, regular meeting adjourned at 9:05 pm. The next regularly scheduled meeting is scheduled for April 14, 2021 at 7:00 pm.

Respectfully submitted,  
Kae McDonald



**MINUTES**  
**CARBONDALE PUBLIC ARTS COMMISSION**  
**February 3, 2021**

**CALL TO ORDER**

Susan Johnson called the virtual meeting of the Carbondale Public Arts Commission to order at 5:30 pm on February 3, 2021.

**ROLL CALL**

The following members were present for roll call:

CPAC Members:	Ann Harris, Co-Chairperson Susan Johnson, Co-Chairperson Joe Burleigh, Member Carol Klein, Member Beth White, Member Brian Colley, Member David Thickman, Member
Town Staff Present:	Laurie Lindberg, Town Staff Liaison Luis Yllanes, Board of Trustees Liaison Kae McDonald, Boards & Commissions Clerk

**CONSENT AGENDA**

**Motion Passed:** Beth ***moved*** to approve the minutes from the January 6, 2021 meeting. David ***seconded*** the motion, and it was ***unanimously approved***.

**PERSONS PRESENT NOT ON THE AGENDA**

There was no one present, not on the agenda, to address the Commission.

**DISCUSS AND RECOMMEND LOCATION FOR *THE BEAR* SCULPTURE**

Susan and Ann discussed the list of locations for *The Bear* sculpture with Kevin Schorzman. Two locations that had been discussed during January's meeting were not going to be considered:

- The proposed location at the Highway 133 and Main Street roundabout may interfere with line-of-sight and won't be considered because of potential safety issues,
- The proposed location at Red Hill might subject the sculpture to vandalism and won't be considered for that reason.

The five locations under consideration include:

- Along Merrill Avenue, at the top of the Nature Park driveway,
- Along Highway 133 and inside the fence that encompasses the Third Street Center,
- Along the Rio Grande Trail behind Town Hall,

- Next to the Launch Pad,
- Within Centennial Park (at the intersection of 8<sup>th</sup> and Main Street).

Questions/Comments:

David asked if there would be a significant difference in cost to move *The Bear* to any of the five locations. Ann responded that Kevin didn't mention any significant costs.

Beth voiced some concern over possible changes to the height of *The Bear*. Laurie pointed out that because the sculpture sits at the edge of the hill, the perception is that it is taller than it is. The sculpture will be mounted on round plates that will then be welded to another metal plate centered in a concrete pad.

Carol reiterated her support for relocating the sculpture to the Launch Pad.

Brian agreed that it would be a good spot for the sculpture but acknowledged that he hasn't discussed the possibility with Amy Kimberly or other staff yet.

Laurie reminded the commission members that the sculpture must remain within the TOC right-of-way, so it can't be relocated in the yard, but it could take the Art Around Town space in front of the Launch Pad.

Joe liked the Highway 133/Third Street Center location and thought it would be a good way to welcome people to Carbondale.

Laurie pointed out that this location would require approval from both the Parks & Recreation Commission and the Third Street Center.

Beth asked for clarification on where the sculpture would sit at the Nature Park. Laurie responded that it would sit along Merrill Avenue next to the top of the driveway into the park. Beth indicated that she liked that location and that the sculpture has grown to be a place marker for the Nature Park.

David liked both the Nature Park and the Highway 133/Third Street Center locations. He pointed out that it is a large sculpture and it needs a "stand-alone" situation with a fair amount of space around it. He thought both the Launch Pad and Centennial Park (8<sup>th</sup> and Main) locations would be too congested. He added that the sculpture could be a landmark for the Third Street Center.

Carol asked if once it is moved it will remain in that location, or could it be moved in the future.

Laurie indicated that because it requires a special pad and will be expensive to install, it will permanently stay in whatever location the sculpture is moved to.

Brian liked the Nature Park location.

Luis agreed with both Beth and Brian and reiterated Beth's comment that *The Bear* has grown into a place marker for the Nature Park. He also agreed with David that the sculpture's size requires a lot of space surrounding it.

Susan asked for a straw poll (everyone could vote on two locations) of the five proposed locations—the Nature Park and the Highway 133/Third Street Center location received the most votes. In the second straw poll (only one vote per person), the Nature Park location received the most votes.

### **CPAC BUDGET AND BOXES FOR ART AROUND TOWN POSTCARDS**

Laurie referred the commission members to the current budget in the meeting packet; there were no specific line items that needed discussion.

The waterproof boxes that can be installed next to the AAT sculptures to house the postcards cost \$16.00 each and four boxes will total \$64.00.

David asked whether a QR code can be placed on the outside of each box. Brian volunteered to work with David to complete this task. Laurie indicated she would forward the needed information to Brian.

***Motion Passed:*** Susan ***moved*** to recommend the purchase of four waterproof boxes at a cost of \$64.00. Carol ***seconded*** the motion, and it was ***unanimously approved***.

### **REMOVAL OF CURRENT ART AROUND TOWN SCULPTURES**

Susan asked if there was any further discussion on this topic. Joe mentioned that the process should echo past years. Ann thought it was too early to decide on specific dates. Laurie pointed out that typically the de-install occurs the first two weeks of May and the installations take place the last two weeks of May and up until June 2<sup>nd</sup>.

### **WALK AROUND TOWN**

Susan informed the commission members that Walk Around Town would take place on June 3<sup>rd</sup>.

Ann added that that was assuming that Covid protocols had eased enough to allow for groups to congregate. To accommodate smaller groups, she suggested having two or three different start times with different CPAC members leading each group. She thought that it might also be easier to hear in a smaller group.

Carol and Brian both agreed with the idea of smaller groups.

Susan pointed out that there could be different ways to accomplish the Walk Around Town and she agreed that it was a workable idea. She wasn't sure that CPAC would be able to host a reception this year, but that the group will continue to be flexible in planning for the event.

Beth also liked the idea. She thought that a smaller group would be more functional and intimate.

Susan added that if there are artists willing to stay by their piece, it might also be easier for a question and answer session.

Joe preferred one large group.

David countered that smaller groups would be better to accommodate any Covid protocols that are in place.

Ann suggested finding some megaphones for the leaders of each group.

### **CPAC CHAIRMAN VOTE**

Susan asked if anyone had submitted a request to be considered for the Chair of CPAC. Since no one else had submitted their name for consideration, Susan asked that she and Ann be considered for Co-Chairs—they would love to continue to lead the commission for another year.

***Motion Passed:*** Joe ***moved*** to approve Ann Harris and Susan Johnson as Co-Chairs of the Carbondale Public Arts Commission. Carol ***seconded*** the motion, and it was ***unanimously approved.***

### **ADJOURNMENT**

The February 3, 2021, regular meeting adjourned at 6:05 pm. The next regularly scheduled meeting will be on March 3, 2021 at 5:30 pm.

Respectfully submitted,  
Kae McDonald