



CITY COUNCIL REGULAR MEETING

448 E. 1st Street, Room 190 Salida, Colorado 81201

February 16, 2021 - 6:00 PM

AGENDA

Please register for Regular City Council Meeting

<https://attendee.gotowebinar.com/register/6382995264411204366>

After registering, you will receive a confirmation email containing information about joining the webinar.

To watch live meetings: https://c.streamhoster.com/embed/media/W6sdC9/xAllQfSsmm0/vpfQhcsApYv_5?preview=1

CALL TO ORDER

Pledge of Allegiance

Roll Call

Civility Invocation

1. Civility Invocation

CONSENT AGENDA

2. Approve Agenda

3. Approve February 2, 2021 Meeting Minutes

4. Approve Contract with Recreation Engineering and Planning for River Park Master Planning

5. Approve Memorandum of Understanding with Salida Area Parks, Open Space and Trails

6. Approve Memorandum of Understanding with Friends of the Salida Skate Parks

7. Award 2021 Sewer Lining Project

8. Award 2021 Bar Screen Replacement Project

CITIZEN COMMENT – Three (3) Minute Time Limit

UNFINISHED BUSINESS / ACTION ITEMS

9. **ORDINANCE 2021-01** AN ORDINANCE OF THE CITY OF SALIDA, COLORADO, AMENDING ITS ADOPTION BY REFERENCE OF THE 2015 INTERNATIONAL BUILDING CODE; THE 2015 INTERNATIONAL RESIDENTIAL CODE; THE 2015 INTERNATIONAL FIRE CODE; THE 2015 INTERNATIONAL EXISTING BUILDING CODE; THE 2015 INTERNATIONAL PLUMBING CODE; THE 2015 INTERNATIONAL MECHANICAL CODE; THE 2015 INTERNATIONAL FUEL GAS CODE; THE 2006 INTERNATIONAL ENERGY

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 448 E. 1st Street, Ste. 112, Salida, CO 81201, Ph. 719-530-2630 at least 48 hours in advance.

CONSERVATION CODE; THE 2015 INTERNATIONAL PROPERTY MAINTENANCE CODE; THE 2015 INTERNATIONAL SWIMMING POOL AND SPA CODE, THE MOST CURRENT VERSION OF THE NATIONAL ELECTRIC CODE; AND THE 1997 UNIFORM CODE FOR THE ABATEMENT OF DANGEROUS BUILDINGS; PROVIDING PENALTIES FOR THE VIOLATION THEREOF; AND MAKING CONFORMING AMENDMENTS TO CHAPTER 18 OF THE SALIDA MUNICIPAL CODE, **SECOND READING AND PUBLIC HEARING**

NEW BUSINESS / ACTION ITEMS

- 10. Resolution 2021-02** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO, SUPPORTING THE CITY'S ADOPTION OF EITHER THE 2018 OR 2021 VERSION OF THE INTERNATIONAL ENERGY CONSERVATION CODE ("IECC") AND THEREBY URGING CHAFFEE COUNTY AND ITS BUILDING DEPARTMENT TO FORMALLY ADOPT THE SAME
- 11. Resolution 2021-03** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO RECOMMENDING AND SUPPORTING AMENDMENTS TO CITY OF SALIDA'S INTERGOVERNMENTAL AGREEMENT (IGA) WITH CHAFFEE COUNTY FOR BUILDING INSPECTION SERVICES
- 12. Ordinance 2021-02** AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO AMENDING CHAPTER 6 OF THE SALIDA MUNICIPAL CODE CONCERNING BUSINESS LICENSING AND REGULATIONS GENERALLY, AND INCLUDING MARIJUANA LICENSING, AND SHORT TERM RENTAL LICENSES, **FIRST READING**

COUNCILORS, MAYOR AND CITY TREASURER REPORTS

Council Reports

- Critelli, Kasper, Pappenfort, Pollock, Shore, Templeton

Mayor Report

Treasurer Report

Attorney Report

Staff Reports

13. Staff Reports

BOCC Report

14. BOCC Reports

ADJOURN



City Clerk | Deputy City Clerk

Mayor P.T. Wood

CIVILITY INVOCATION

We are here working together to create a thriving community. It is the intention of the Salida City Council to promote civil communication by adopting the following guidelines for speaking to the public in the City Council Chambers. It is our hope that by acting in this manner we can help create a safe space for people to share their perspectives and opinions:

- We honor the opportunity to be engaged in the process of governance for the benefit of our community.
- We acknowledge that each of us brings a unique perspective to this conversation and that our perspectives may differ.
- We challenge ourselves to value varying points of view and hold all contributions as equally important.
- We understand and accept that while we may sometimes disagree, we can always be courteous and kind.
- We commit to respectful language, avoiding rumor, harsh criticism or personal accusation, even when feeling emotionally charged.
- We will, to best of our ability, speak thoughtfully and listen with attention, respect, and curiosity.
- We are confident that there may be even better solutions than any of us have thought of, which may be discovered through civil conversations.
- We commit to the City of Salida being a hate-free zone and declare and affirm a policy of non-discrimination on the basis of a person's race, color, religion, ancestry, national origin, age, sexual orientation, gender, gender identity, marital status, military or veteran status, socio-economic class, medical condition, or physical or mental disability.



CITY COUNCIL REGULAR MEETING

448 E. 1st Street, Room 190 Salida, Colorado 81201

February 02, 2021 - 6:00 PM

MINUTES

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CALL TO ORDER

Pledge of Allegiance

Roll Call

PRESENT

Council Member Alisa Pappenfort

Council Member Dan Shore

Council Member Harold Kasper

Council Member Jane Templeton

Council Member Justin Critelli

Council Member Mike Pollock

Mayor PT Wood

Treasurer Merrell Bergin

Civility Invocation

CONSENT AGENDA

Council Member Critelli moved to combine and approve the items on the Consent Agenda, Seconded by Council Member Kasper.

Voting Yea: Council Member Pappenfort, Council Member Shore, Council Member Kasper, Council Member Templeton, Council Member Critelli, Council Member Pollock

THE MOTION PASSED.

1. Approve Agenda

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 448 E. 1st Street, Ste. 112, Salida, CO 81201, Ph. 719-530-2630 at least 48 hours in advance.

2. Approve January 19, 2021 Meeting Minutes
3. Approve Memorandum of Understanding with Salida Mountain Trails
4. Award 2021 Street Reconstruction Project
5. Approve Final Settlement for 2020 Centennial Park and Holman Avenue Improvement Project

CITIZEN COMMENT—Three (3) Minute Time Limit

There was no public comment.

UNFINISHED BUSINESS / ACTION ITEMS

There was no Unfinished Business

NEW BUSINESS / ACTION ITEMS

6. **ORDINANCE 2021-01** AN ORDINANCE OF THE CITY OF SALIDA, COLORADO, AMENDING ITS ADOPTION BY REFERENCE OF THE 2015 INTERNATIONAL BUILDING CODE;THE 2015 INTERNATIONAL RESIDENTIAL CODE; THE 2015 INTERNATIONAL FIRE CODE; THE 2015 INTERNATIONAL EXISTING BUILDING CODE; THE 2015 INTERNATIONAL PLUMBING CODE; THE 2015 INTERNATIONAL MECHANICAL CODE; THE 2015 INTERNATIONAL FUEL GAS CODE; THE 2006 INTERNATIONAL ENERGY CONSERVATION CODE; THE 2015 INTERNATIONAL PROPERTY MAINTENANCE CODE; THE 2015 INTERNATIONAL SWIMMING POOL AND SPA CODE, THE MOST CURRENT VERSION OF THE NATIONAL ELECTRIC CODE; AND THE 1997 UNIFORM CODE FOR THE ABATEMENT OF DANGEROUS BUILDINGS; PROVIDING PENALTIES FOR THE VIOLATION THEREOF; AND MAKING CONFORMING AMENDMENTS TO CHAPTER 18 OF THE SALIDA MUNICIPAL CODE

Council Member Critelli moved to approve Ordinance 2021-01 on first reading and to set a public hearing and a second reading for February 16, 2021, Seconded by Council Member Kasper.

Voting Yea: Council Member Pappenfort, Council Member Shore, Council Member Kasper, Council Member Templeton, Council Member Critelli, Council Member Pollock

THE MOTION PASSED.

7. Declaration of Extension of State of Local Emergency – COVID-19 Action Plan Implementation

Council Member Shore moved to approve a Declaration of Extension of Local State of Emergency to implement the City of Salida's COVID-19 Action Plan, extending until March 3rd, 2021, Seconded by Council Member Pappenfort.

Voting Yea: Council Member Pappenfort, Council Member Shore, Council Member Kasper, Council Member Templeton, Council Member Critelli, Council Member Pollock

THE MOTION PASSED.

COUNCILORS, MAYOR AND CITY TREASURER REPORTS

Critelli stated he met with the Extraordinary Teen Council to discuss the School Resource Officer Program. He believed it would be valuable to have a representative from that group speak at Council on occasion.

Kasper relayed that he had received his first dose of the COVID-19 vaccine and expected to have his second dose before the next meeting. He expressed that he planned on attending future meetings in person.

Pappenfort expressed gratitude that staff was regularly speaking on KHEN radio station and felt it was a great way to keep the residents informed.

Shore congratulated Bill Almquist on his recent promotion to Community Development Director. Shore said this was a great move for the City. He had also recently shared an article with Council that said Colorado vacation destinations were reevaluating the economic value of having a large number of special events as tax revenue for the City remained high during the pandemic. He wanted the City to look at supporting events that fit with community values and scaling down other events. He also took a moment of silence to remember and honor Charlie Forster, who recently passed and was known as an incredible community asset that was involved with revitalizing the SteamPlant, fairgrounds and his support for Colorado Mountain College.

Pollock had nothing to report.

Templeton took a moment to congratulate George Blake, a veteran, for his 100th birthday, highlighting the daily walks he took to raise money for pandemic relief.

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Wood stated that he was pleased that a Colorado delegation had introduced the CORE Act in Congress which would protect over 400,000 acres of Colorado land. He spoke to a ham radio operator and wanted the City to look at installing a repeater on "S" Mountain, which would be helpful during City events and in the case of an emergency. He had attended a CAST meeting that discussed looking at the impacts associated with dispersed camping. He wanted to partner with the Bureau of Land Management, State Parks, and the United States Forest Service to mitigate the negative effects. Finally, he thanked and applauded Parks and Recreation Director, Diesel Post, for his work with the skatepark and management of the effluent project underway at the Aquatic Hot Springs.

Bergin had nothing to report.

Attorney Nina Williams relayed that she was drafting City Council Rules and Procedures and told Council to reach out if they had any questions.

ADJOURN

Adjourned at 6:55 p.m.



City Clerk | Deputy City Clerk

Mayor P.T. Wood



REQUEST FOR COUNCIL ACTION

Meeting Date: 2/16/21

ORIGINATING DEPARTMENT: Parks & Recreation	PRESENTED BY: Mike 'Diesel' Post
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ITEM:

Contract with Recreation Engineering and Planning (REP) for maintenance, monitoring and future improvement plan for the Salida Whitewater Park

BACKGROUND:

REP has been involved in every phase of the Whitewater Park since work commenced in the fall of 1999 and have been involved in every step of the park from planning, fund raising, permitting, design and construction.

Traditionally REP has taken on the role of informally monitoring the park and notifying the City when maintenance is required. Given the fact that the Arkansas River flows through the park, it is critical that monitoring be performed following every runoff. The goal of this contract is to formalize that process so that City staff can monitor critical elements of the park and plan for maintenance, as required, on an annual basis.

Additionally, the attached proposal includes a conceptual design plan for improvements to the park. With the amount of use the park now sees, improvements need to be considered to both accommodate the increased use and reduce impacts to the park and the River corridor.

FISCAL NOTE:

Item	Task	Cost
1	Monitoring/Maintenance Plan: REP will prepare a monitoring and maintenance plan for the Salida Whitewater Park. The purpose of the plan will be to identify critical project elements, that require annual inspection and develop a plan for City Staff to identify potential maintenance needs. The plan will include recommendations for annual, budget allocations for maintenance.	\$2,175.00
2	Conceptual Design: REP will prepare a conceptual design report that describes potential capital improvements to the park: <ul style="list-style-type: none"> • Conceptual rendering of potential improvements. • A narrative report that describes the improvements. • Complete an order of magnitude (+/- 25%) cost estimate for proposed improvements. 	\$10,875.00
	Sub-total:	\$13,050.00
	Expense:	\$600.00
	Total:	\$13,650.00



STAFF RECOMMENDATION:

Staff recommends that Council approve the city administrator to enter into a contract with REP for maintenance, monitoring and improvement planning.

SUGGESTED MOTION:

Consent agenda item

ATTACHMENTS:

Proposal and Estimate from REP



Mike Post
City of Salida Colorado

August 13, 2020

Dear Diesel,

Please find enclosed the requested proposal for a maintenance, monitoring and future improvement plan for the Salida Whitewater Park. Recreation Engineering and Planning (REP) looks forward to the continued opportunity to serve the community of Salida on this project.

REP has been involved in every phase of the Whitewater Park since work commenced in the fall of 1999. Both myself, in my role as local project manager and designer, and Project Engineer Gary Lacy have been intimately involved in every step of the park from planning, fund raising, permitting, design and construction.

Traditionally either Gary or I have taken on the role of informally monitoring the park and notifying the City when maintenance is required. Given the fact that the Arkansas River flows through the park, it is critical that monitoring be performed following every runoff. The goal of the attached plan is to formalize that process so that City staff can monitor critical elements of the park and plan for maintenance, as required, on an annual basis.

Additionally, the attached proposal includes a conceptual design plan for improvements to the park. With the amount of use the park now sees, improvements need to be considered to both accommodate the increased use and reduce impacts to the park and the River corridor.

The Salida Whitewater Park is more than a typical project for Gary and me. It is a labor of love. Thank you for the opportunity to continue our work on this beloved City Park. We would welcome to opportunity to discuss this proposal with you in detail. We look forward to hearing from you.

Mike Harvey, Project Manager
Recreation Engineering and Planning
719-221-1710
harvey@boaterparks.com



Proposal for Planning Phase Services

***Submitted By Recreation Engineering & Planning (REP)
August 13, 2020***

The following proposal is for planning & design services for whitewater and access improvements in the Salida Whitewater Park. Also included in this proposal is the creation of a monitoring and maintenance plan for the park. This proposal is being sent to Mike Post, City of Salida Recreation Director, as requested.


Work Item	Task	Cost
1	Monitoring/Maintenance Plan: REP will prepare a monitoring and maintenance plan for the Salida Whitewater Park. The purpose of the plan will be to identify critical project elements, that require annual inspection and develop a plan for City Staff to identify potential maintenance needs. The plan will include recommendations for annual, budget allocations for maintenance.	\$2,175.00
2	Conceptual Design: REP will prepare a conceptual design report that describes potential capital improvements to the park: <ul style="list-style-type: none"> •Conceptual rendering of potential improvements. •A narrative report that describes the improvements. •Complete an order of magnitude (+/- 25%) cost estimate for proposed improvements. 	\$10,875.00
Sub-Total:		\$13,050.00
Estimate Expenses:		\$600.00
Estimated total:		\$13,650.00



Payment

Invoices will be sent every 30 days for work completed plus expenses. Payment is due within 30 days.

If the above proposal is acceptable to you, please print 2 copies, sign both copies and return to REP.

Submitted by:  8/13/20
Date

Michael Harvey
REP Headquarters
485 Arapahoe Ave
Boulder, CO 80302
(303) 545-5883
harvey@boaterparks.com

Approved by: _____ Date _____
[Please Print Name, Title,
Address, and
Telephone Number]



REQUEST FOR COUNCIL ACTION

Meeting Date: 2/16/21

ORIGINATING DEPARTMENT: Parks & Recreation		PRESENTED BY: Mike 'Diesel' Post
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ITEM:

Memorandum of Understanding with Salida-area Parks, Open-space and Trails

BACKGROUND:

Salida-area Parks, Open-space & Trails ("SPOT") is a volunteer, non-profit organization with a mission to promote the creation, preservation, improvement and appreciation of parks, open space and trails in the greater Salida area.

For over twenty years, SPOT has worked with citizens, municipalities and public entities of Chaffee County and beyond to enhance recreational opportunities in the area, including helping to plan and develop the non-motorized trails system in the Salida area with connections extending out into the county. Ongoing SPOT projects include trail maintenance and ecological restoration through its community based Adopt-a-Trail Program, new trail development and trail connections, public park improvements, open-space acquisition and historic preservation.

FISCAL NOTE:

N/A

STAFF RECOMMENDATION:

Staff recommends that council approve the administrator to enter into this Memorandum of Understanding with Salida-area Parks, Open-space and Trails.

SUGGESTED MOTION:

Content agenda item

ATTACHMENTS:

MEMORANDUM OF UNDERSTANDING (MOU) between Salida-area Parks, Open-space & Trails (SPOT) and City of Salida

MEMORANDUM OF UNDERSTANDING (MOU) between Salida-area Parks, Open-space & Trails (SPOT) and City of Salida (“City”)

I. BACKGROUND

Salida-area Parks, Open-space & Trails (“SPOT”) is a volunteer, non-profit organization with a mission to promote the creation, preservation, improvement and appreciation of parks, open space and trails in the greater Salida area.

For over twenty years, SPOT has worked with citizens, municipalities and public entities of Chaffee County and beyond to enhance recreational opportunities in the area, including helping to plan and develop the non-motorized trails system in the Salida area with connections extending out into the county. Ongoing SPOT projects include trail maintenance and ecological restoration through its community based Adopt-a-Trail Program, new trail development and trail connections, public park improvements, open-space acquisition and historic preservation.

II. PURPOSE & SCOPE

The purpose of this MOU is to establish a general framework for cooperation between the City of Salida (“City”) and SPOT, and to more formally identify the roles and responsibilities of each party. The 2 parties propose to work together to achieve a common goal of creating and maintaining parks, trails and open space that are on City of Salida property and that border adjoining public or county lands. The 2 parties also propose to enhance these valuable community assets as opportunities allow.

The partnership between the City of Salida and SPOT has existed since 1990 when the work on playground equipment updates and the Monarch Spur Trail development began. The purpose of this MOU is to further strengthen this relationship to continue to provide high quality recreation opportunities in and around town for our local community and visitors alike.

III. SPOT RESPONSIBILITIES UNDER THIS MOU

SPOT is a project-oriented organization that identifies and supports current recreation needs within the community. SPOT agrees to assist the City on the following projects, which include, but are not limited to:

1. **Organize volunteer stewardship** through the
 - Adopt-a-Trail Program: SPOT volunteers adopt trail sections within the Salida Trail System to lightly maintain and monitor as the “eyes and ears” of the City. Problems and larger maintenance issues are reported to the city via SPOT.
 - Salida Trail Ecological Restoration Project: STERP is an ongoing effort within Salida’s recreational properties to remove invasive plants and replace them with native vegetation. This project was originally promoted by the City and proposed to SPOT. Since then, groups, including GARNA, Central Colorado Conservancy, the Salida School District and community members have contributed through the years.

- Community workdays: For projects that need more helping hands, SPOT workdays may be organized, to include educational workshops, school field trips, weeding, mulching, seeding and planting, litter pick-ups, tree trimming and landscaping.
2. **Coordinate with the Parks & Recreation Department and PROST on projects** including:
 - Memorial bench donations: With City input, approval and installation, SPOT facilitates the design, purchase, delivery and placement of benches within City property.
 - Signage: Help develop effective trail signage for trails on City property while working with the City as it develops its own brand and updated signage.
 - Parks, open-space & trail planning: inform City staff of any planning efforts – master planning, new trails and/or additional connectivity efforts with or adjacent to the City, and other infrastructure possibly to include project design, cost, timeline, site visits, public comment and project “mission”.
 - Grants/Fundraising opportunities: Support City projects through the writing and facilitation of applicable grant applications and through community fundraising.
 3. **Enforce the Salida volunteer insurance paperwork**: All members of SPOT that work on City property need to sign volunteer paperwork that adds them as additionally insured on the City’s insurance for that related work.
 4. **Project Coordination/Planning/Approval with Salida Parks and Recreation and the PROST Board**: For projects on City Property including trail maintenance projects as well as new trail proposals SPOT must get City approval before commencing.
 5. **Input on Community Development**: When requested, provide input and suggestions on City ordinances and requirements, especially in regard to parks, open space and trails for new developments and annexations.

IV. City of Salida RESPONSIBILITIES UNDER THIS MOU

1. **Coordination/Planning with SPOT** – City intends and will use best efforts to coordinate with SPOT, where reasonably practicable, on significant projects including trail maintenance projects and new trail proposals, grants, benches or other projects.
2. **Review Contracts and agreements** - City Staff will review contracts and agreements made between SPOT and contractors for work done on City Property.
3. **Secure funding** - The City will make best efforts to secure funding to support SPOT’s work on City owned property.
4. **Provide insurance** - Volunteers that complete the City of Salida Volunteer paperwork will be covered under the City’s policy for work done on City Property.

V. By executing this MOU the Parties do not waive any immunity or limit liability contained in the Colorado Governmental Immunity Act; do not create a multi-year fiscal obligation; and do not create any other financial obligation not supported by a current appropriation.

VI. MOU REVIEW, EFFECTIVE DATE AND SIGNATURE

SPOT and City agree to work together to review this MOU annually, and sign an updated MOU, if necessary. This MOU shall be effective upon the signature of SPOT and City of Salida authorized officials. Both parties indicate agreement with this MOU by their signatures.

Signatures and dates

SPOT

By: _____

Name: _____

Title: _____

_____ Date

City of Salida

By: _____

Name: _____

Title: _____

_____ Date



REQUEST FOR COUNCIL ACTION

Meeting Date: 2/16/21

ORIGINATING DEPARTMENT: Parks & Recreation		PRESENTED BY: Mike 'Diesel' Post
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ITEM:

Memorandum of Understanding with Friends of Salida Skate parks

BACKGROUND:

Friends of Salida Skateparks (FOSS) is volunteer organization made up of town residents, skateboarders, bike riders, bladers, and other sport enthusiasts that are passionate about a new skatepark in Salida. Over the past few years, FOSS has worked with the City of Salida through various iterations of site prioritization, master planning efforts, fundraising, grant writing, bid solicitation, and design input. With a new skatepark on the horizon being built by Grindline, FOSS seeks to enter into this MOU with the City of Salida for responsibilities and items outlined below.

FISCAL NOTE:

This MOU sets priorities for the way funds raised by FOSS are spent on future skate park projects.

STAFF RECOMMENDATION:

Staff recommends that council approve the administrator to enter into this Memorandum of Understanding with Friends of Salida Skate parks.

SUGGESTED MOTION:

Consent agenda item

ATTACHMENTS:

MEMORANDUM OF UNDERSTANDING (MOU) between Friends of Salida Skateparks (FOSS) and City of Salida

MEMORANDUM OF UNDERSTANDING (MOU) between Friends of Salida Skateparks (FOSS) and City of Salida

I. BACKGROUND

Friends of Salida Skateparks (FOSS) is volunteer organization made up of town residents, skateboarders, bike riders, bladers, and other sport enthusiasts that are passionate about a new skatepark in Salida. Over the past few years, FOSS has worked with the City of Salida through various iterations of site prioritization, master planning efforts, fundraising, grant writing, bid solicitation, and design input. With a new skatepark on the horizon being built by Grindline, FOSS seeks to enter into this MOU with the City of Salida for responsibilities and items outlined below.

II. PURPOSE & SCOPE

This Memorandum of Understanding (the "Memorandum") is made on February 1st, 2021 by and between Friends of Salida Skateparks (hereinafter referred to as "FOSS") and the City of Salida, of (410 W. Rainbow Blvd, Salida, CO 81201 (hereinafter referred to as "Salida") for the purpose defining roles and responsibilities on future phases of the new Centennial Skatepark (Project).

WHEREAS FOSS and Salida seek to enter into an agreement in which FOSS and Salida will work together to complete the Project;

AND WHEREAS FOSS and Salida seek to enter into a Memorandum of Understanding (MOU) between them, setting out the working arrangements and responsibilities that each of the partners agree are necessary to complete future phases of the Project.

The 2 parties propose to work together to achieve a common goal of improving Centennial Park and working together on future phases of construction that will enhance these valuable community assets as opportunities allow.

The partnership between the FOSS and Salida has existed since 2019 when the first concept meeting was presented to the board of County Commissioners by original FOSS members. The purpose of this MOU is to further strengthen this relationship to continue to provide high quality recreation opportunities directly from town for our local community and visitors alike.

III. FOSS RESPONSIBILITIES UNDER THIS MOU

1. **Brick Installation** – Once notified by Salida within 30-days of proposed installation, FOSS shall coordinate order finalization, shipping, and delivery of bricks to skatepark or safe location prior to installation.
2. **Fundraising** - Continue to raise funds through various platforms, community solicitation, and grant writing to generate funds to help pay for future phases of work at Centennial Park. Up to

\$20,000 in funds recently generated through fundraising efforts should be earmarked for Phase 2 construction that would be geared towards infrastructure and power improvements with a focus on lighting in the skateable area. As per this MOU, FOSS will provide these funds to Salida prior to construction and implementation of Phase 2 after lighting has been approved and a construction date determined.

3. **Signage** - Work with the City to develop a signage design for Centennial Skatepark that will be implemented no later than Phase 2.
4. **Community Engagement and Outreach** - Continue to provide and maintain a presence in the community regarding informative skatepark updates and planning phases associated with future aspects of Centennial Park.
5. **Coordination/Planning/Approval with Salida Parks and Recreation and the PROST Board**- On all projects that involve the new Centennial Skatepark footprint and immediate area.
6. **Collaboration with Salida Parks and Recreation and the PROST Board** – On long term planning efforts – master planning, future phases, and other infrastructure needs in Centennial Park.
7. **Sign MOU and Volunteer insurance as needed** - All members of FOSS that work on City property need to sign volunteer paperwork that adds them as additionally insured on the City's insurance for that related work. The Signatories must sign and renew the MOU between FOSS and The City of Salida as needed per the expiration date.

IV. City of Salida RESPONSIBILITIES UNDER THIS MOU

1. **Brick Installation** – Salida will notify FOSS at least 30 days prior to proposed installation of fundraising bricks. This will allow time for shipping and delivery. Salida shall also install bricks in communal, non-skating space where they can be visible by the public.
2. **Coordination/Planning/Approval with FOSS** - On all projects that involve the new Centennial Skatepark footprint and immediate area.
3. **Collaboration with Salida Parks and Recreation** – On long term planning efforts – master planning, future phases, and other infrastructure needs in Centennial Park
4. **Review Contracts and agreements** - City Staff will review lighting information and bids provided to City Staff by FOSS and use this documentation in a bidding process.
5. **Solicit, Select and Oversee Lighting of Centennial Skatepark** – City Staff will develop a plan and bid for skatepark specific lights in the Centennial Skatepark that FOSS members can review and approve. Ultimate construction will occur in Phase 2 scope of work. This will include oversight of future construction and implementation of lighting, shade structure and other infrastructure at Centennial Skatepark and immediate area.
6. **Secure funding** - The City will make best efforts to secure funding to support and match funds being generated by FOSS for future phases at the Centennial Skatepark on City owned property.
7. **Provide insurance** - Volunteers that complete the City of Salida Volunteer paperwork will be covered under the City's policy for work done on City Property.

V. FUNDING

FOSS will assist with funding (\$20,000) of Phase 2 scope of work at Centennial Park that will focus on infrastructure and/or lighting of skatepark and immediate area. FOSS will supply volunteer labor, tools,

planning/organization for all maintenance and other necessary tasks in true partnership with City of Salida for future aspects of the Centennial Skatepark.

VI. Communication Strategy

Marketing of the vision and any media or other public relations contact should always be consistent with the aims of the Project and only undertaken with the express agreement of both parties. Where it does not breach any confidentiality protocols, a spirit of open and transparent communication should be adhered to. Coordinated communications should be made with external organizations to elicit their support and further the aims of the Project.

VII. Liability

No liability will arise or be assumed between the Partners as a result of this Memorandum.

VIII. Tenure of MOU

The arrangements made by the Partners by this Memorandum shall remain in place from the date of the latest signature below until December 31, 2022. The term can be extended by agreement of all parties through subsequent addendums that describe any pertinent changes in scope or budget.

IX. Notice

Any notice or communication required or permitted under this Memorandum shall be sufficiently given if delivered in person, email, or by certified mail, to the address set forth in the opening paragraph or to such other address as one party may have furnished to the other in writing.

X. Governing Law

This Memorandum shall be construed in accordance with the laws of the State of Colorado.

XI. Assignment

Neither party may assign or transfer the responsibilities or agreement made herein without the prior written consent of the non-assigning party, which approval shall not be unreasonably withheld.

XII. Amendment

This Memorandum may be amended or supplemented in writing, if the writing is signed by the parties obligated under this Memorandum.

XIII. Severability

If any provision of this Memorandum is found to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Memorandum is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

XIV. Prior Memorandum Superseded

This Memorandum constitutes the entire Memorandum between the parties relating to this subject matter and supersedes all prior or simultaneous representations, discussions, negotiations, and Memorandums, whether written or oral.

XV. Understanding

It is mutually agreed upon and understood by and among the Partners of this Memorandum that:

- a. Each Partner will work together in a coordinated fashion for the fulfillment of the Project.
- b. In no way does this agreement restrict involved Partners from participating in similar agreements with other public or private agencies, organizations, and individuals.
- c. To the extent possible, each Partner will participate in the development of the Project.
- d. This MOU acts as a binding agreement between FOSS and Salida if transfer of funds from FOSS to Salida were to occur and help fund future work at the Centennial Park area. This amount is up to \$20,000 and will be provided to Salida from FOSS specifically for lighting of Skatepark features and surrounding infrastructure and power for Centennial Park.
- e. This Memorandum is not intended to and does not create any right, benefit, or trust responsibility.
- f. This Memorandum will be effective upon the signature of both Partners.
- g. Any Partner may terminate its participation in this Memorandum by providing written notice to other Partner at any point.
- h. By executing this MOU the parties do not waive any immunity or limit liability contained in the Colorado Governmental Immunity Act; do not create a multi-year fiscal obligation; and do not create any other financial obligation not supported by a current appropriation.

The following Partners support the goals and objectives of Centennial Skatepark:

XVI. EFFECTIVE DATE AND SIGNATURE

This MOU shall be effective upon the signature of FOSS and City of Salida authorized officials. Both parties indicate agreement with this MOU by their signatures.

Signatures and dates

Friends of Salida Skateparks

City of Salida

2/10/21 _____ Date

_____ Date



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: February 16, 2021:

ORIGINATING DEPARTMENT: Public Works	PRESENTED BY: David Lady
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ITEM:

Consent Agenda

Council Action: Award 2021 Sanitary Sewer CIPP Project

Project No 2021-006

BACKGROUND:

The City of Salida owns and maintains the wastewater collection system within the service areas of Salida and Poncha Springs. The City has a maintenance program that includes scheduled line cleaning and inspection of mains. Capital improvement programs including line rehabilitation and replacement are necessary to address system deficiencies, ensure reliable service, and replace infrastructure that is nearing the end of its useful life. The useful life of a sewer main can depend on multiple factors such as structural issues/breaks, offset joints, and gaps in joints which can introduce water infiltration and roots.

Much of Salida’s collection system consists of clay pipe, whereas, newer piping consists of plastic PVC material. The standard minimum size for new construction is 8-inch diameter pipe. 8-inch diameter pipe can be rehabilitated at a later date by utilizing a liner product that does not require the main to be dug up. Some of the existing clay mains nearing the end of their useful life are 6-inch mains. 6-inch mains can not be effectively maintained with a liner, therefore, the preferred option for rehabilitation is replacement of the main and upsizing to 8-inch.

This CIPP project will rehabilitate 8-inch mains that have defects and have the potential for infiltration of groundwater into the sewer system. The work will occur in the Poncha Springs portion of the service area. Two bids were received on February 9, 2021 as follows.

Contractor	Bid Amount	Business Location / Local Preference	Percent Above Low Bid
Insituform Technologies, Inc.	\$132,878.00	(Out of County) – 0%	
National Power Rodding, Inc.	\$252,500.00	(Out of County) – 0%	

Insituform Technologies, Inc. is the low bidder and is a national, well recognized company.

FISCAL NOTE:

A budget allocation of \$350,000 is included in the 2021 budget under the Water/Wastewater Enterprise Fund and listed as:

- Infrastructure Improvements (21-30-6024-3)

The 2021 Sewer Reconstruction Project was awarded on January 19th, 2021 with a Construction Contract amount of \$215,466.55. A budget amendment is not anticipated at this time.



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: February 16, 2021:

ORIGINATING DEPARTMENT: Public Works	PRESENTED BY: David Lady
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CONSTRUCTION CONTRACT	\$ 132,878.00
CONTINGENCY (5%)	\$ 6,600.00
<u>TOTAL PROJECT BUDGET</u>	<u>\$ 139,478.00</u>

STAFF RECOMMENDATION:

Staff is recommending award of a construction contract for the 2021 Sanitary Sewer CIPP Project and authorizing the City Administrator to enter into a Construction Agreement between the City of Salida and Insituform Technologies, Inc., Inc. in the amount of **\$132,878.00** with a total project budget of \$139,478.00.

SUGGESTED MOTIONS:

A Council person should make a motion to “combine and approve the items on the consent agenda.”

Followed by a second and then a voice vote.



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: February 16, 2021:

ORIGINATING DEPARTMENT: Public Works	PRESENTED BY: David Lady
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ITEM:

Consent Agenda

Council Action: Award Bar Screen Replacement Project

Project No 2020-010

BACKGROUND:

The City of Salida Wastewater Treatment Plant utilizes many different types of automated equipment as part of the treatment process. The bar screen is a critical piece of equipment at the headworks that protects much of the downstream infrastructure and equipment.

The current bar screen did not get replaced when the treatment plant had a significant reconstruction in 2013. The equipment has had several failures during the past couple of years, parts are becoming obsolete, and it is nearing the end of its useful life.

Design and engineering services, inspection of similar bar screen options in Colorado, and review of site constraints were all considered during the design process and requests for bids. Two bids were received on February 3, 2021 as follows.

Contractor	Bid Amount	Business Location / Local Preference	Percent Above Low Bid
Barnard Structures, Inc.	\$157,776.00	(Out of County) – 0%	
Moltz Construction, Inc.	\$170,591.00	Chaffee County – 3.0%	8%

Barnard Structures, Inc. is the low bidder. Barnard Structures, Inc. is based in Larkspur, Colorado and has performed comparable projects across Colorado. The City of Salida has not contracted with Barnard Structures, Inc., therefore qualifications and references were reviewed. Several references for comparable municipal projects were contacted. Positive feedback was received indicating their ability to perform the work successfully.

FISCAL NOTE:

A budget allocation of \$260,000 is included in the 2021 budget under the Water/Wastewater Enterprise Fund and listed as:

- Facility Upgrade (21-35-6023-0)

CONSTRUCTION CONTRACT	\$ 157,776.00
CONTINGENCY (10%)	\$ 16,000.00
CONSTRUCTION PHASE ENGINEERING (8%)	\$ 12,500.00
<u>TOTAL PROJECT BUDGET</u>	<u>\$ 185,776.00</u>



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: February 16, 2021:

ORIGINATING DEPARTMENT: Public Works	PRESENTED BY: David Lady
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STAFF RECOMMENDATION:

Staff is recommending award of a construction contract for the Bar Screen Replacement Project and authorizing the City Administrator to enter into a Construction Agreement between the City of Salida and Barnard Structures, Inc. in the amount of **\$157,776.00** with a total project budget of \$185,776.00.

SUGGESTED MOTIONS:

A Council person should make a motion to “combine and approve the items on the consent agenda.”

Followed by a second and then a voice vote.



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: February 16, 2021

ORIGINATING DEPARTMENT: Administration	PRESENTED BY: Drew Nelson, Administrator
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ITEM:

Ordinance 2021-01, Amending its Adoption by Reference of Various Technical International Codes, Providing Penalties for the Violation of Same, and Making Conforming Amendments to Chapter 18 of the Salida Municipal Code

BACKGROUND:

Council has identified certain property maintenance issues as a priority. Through the City's enforcement of particularly egregious cases, staff has noticed some room for improvement in our current options under our Municipal Code.

This Ordinance seeks to streamline the appeal process, as it relates to violations of the International building-related technical Codes, expanding the City's viable legal options, where necessary. This Ordinance also amends an error in the Property Maintenance Code section, to now designate the City's Building Code Official as the Chaffee County Building Department, rather than the City's Chief of Police. This resolves a contradiction and inconsistency between the Salida Municipal Code and the City's existing Intergovernmental Agreement (IGA) with the Chaffee County Building Department.

Additionally, amendments to Chapter 18, or any adoption or amendment of standard Codes by reference, require special notice provisions under state statute. Therefore, while the City is considering amending this Chapter, it made sense to also update other provisions that have been on your attorney's "to-do list" for a while, pursuant to previous Council and staff direction. This includes increasing maximum fines to \$2,650, from the previous \$1,000, thereby making it consistent with all other Municipal Code violations, and current state statute. It also includes "de-criminalizing" the rest of the applicable provisions in our code, by removing imprisonment as a penalty for violation.

Finally, early last year, the Historic Preservation Commission recommended (and Council subsequently directed) that the City "double" the building permit application fee as a fine, should someone begin work on their property without a permit.

STAFF RECOMMENDATION:

Staff recommends approval of Ordinance 2021-01 on second reading

SUGGESTED MOTIONS:

"I move to approve Ordinance 2021-01 on second reading"

**CITY OF SALIDA, COLORADO
ORDINANCE NO. 01
SERIES OF 2021**

AN ORDINANCE OF THE CITY OF SALIDA, COLORADO, AMENDING ITS ADOPTION BY REFERENCE OF THE 2015 INTERNATIONAL BUILDING CODE; THE 2015 INTERNATIONAL RESIDENTIAL CODE; THE 2015 INTERNATIONAL FIRE CODE; THE 2015 INTERNATIONAL EXISTING BUILDING CODE; THE 2015 INTERNATIONAL PLUMBING CODE; THE 2015 INTERNATIONAL MECHANICAL CODE; THE 2015 INTERNATIONAL FUEL GAS CODE; THE 2006 INTERNATIONAL ENERGY CONSERVATION CODE; THE 2015 INTERNATIONAL PROPERTY MAINTENANCE CODE; THE 2015 INTERNATIONAL SWIMMING POOL AND SPA CODE, THE MOST CURRENT VERSION OF THE NATIONAL ELECTRIC CODE; AND THE 1997 UNIFORM CODE FOR THE ABATEMENT OF DANGEROUS BUILDINGS; PROVIDING PENALTIES FOR THE VIOLATION THEREOF; AND MAKING CONFORMING AMENDMENTS TO CHAPTER 18 OF THE SALIDA MUNICIPAL CODE

WHEREAS, Colorado Revised Statutes 31-15-103 authorizes the City Council (“Council”) of the City of Salida (“City”) to adopt ordinances necessary to provide for the health, safety and welfare of the City; and

WHEREAS, pursuant to Part 2 of Article 16 of Title 31 of the Colorado Revised Statutes, the City possesses the authority to adopt and amend standard codes by reference; and

WHEREAS, pursuant to this authority, the City previously adopted by reference and made local amendments to the editions of several technical International and National Codes and codified such Codes and amendments within Chapter 18 of the Salida Municipal Code (“Code”); and

WHEREAS, the City still recognizes the value of the various International and National Codes as providing commonly-adopted uniform standards for public health, safety and welfare issues relating to the subject matter of each and as the standards recommended by staff; and

WHEREAS, after due and proper notice and in accordance with C.R.S. § 31-16-203, the Council conducted a public hearing at second reading, on the amendments to the City’s adoption of said technical codes, as set forth in this ordinance; and

WHEREAS, penalties for violating said technical International and National Codes adopted hereby are set forth in full in this Ordinance in accordance with § 31-16-204; and

WHEREAS, the Salida City Council now therefore desires to amend the City’s adoption the aforementioned International and National Codes, provide penalties for violating the same, and make conforming amendments to Chapter 18 of the Salida Municipal Code, as further set forth herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO, THAT:

Section 1. The aforementioned recitals are hereby fully incorporated herein.

Section 2. Code Section 18-1-30, adopting certain amendments to the International Building Code, is hereby amended by the addition of the following amendment, and renumbered accordingly:

Sec. 18-1-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

...

(5) Section 113 is amended to read in its entirety:

113 Board of Appeals. Appeals of decisions and determinations made by the Building Official shall comply with the process and procedures set forth in the City of Salida Municipal Code Chapter 18, Article VIII, entitled Appeals Process. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder, including fines, have been incorrectly interpreted, the provisions of the code do not fully apply, or an equally good or better form of construction is proposed.

Section 3. Code Section 18-1-40, concerning Violations, Penalties, is hereby amended to read as follows:

Sec. 18-1-40. - Violations, penalties.

It shall be unlawful for any person, owner, occupant or contractor to erect, construct enlarge, alter, repair, move, improve, remove, rehabilitate, convert, demolish, use, occupy, equip or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any of the provisions of this Section and the IBC. Violations of this Section and/or the IBC shall be punishable by a fine not to exceed ~~one~~ **two** thousand **six hundred fifty** dollars (~~\$2,650~~1,000.00) ~~or a term of imprisonment not to exceed ninety (90) days, or both such fine and imprisonment.~~ A separate offense shall be deemed committed for each day, or portion of a day, that a violation of this Section occurs or continues unabated.

Section 4. Code Section 18-2-30, adopting certain amendments to the International Residential Code, is hereby amended by the addition of the following amendment, and renumbered accordingly:

Sec. 18-2-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

...

(2) Section R112 is amended to read in its entirety:

R112 Board of Appeals. Appeals of decisions and determinations made by the Building Official shall comply with the process and procedures set forth in the City of Salida Municipal Code Chapter 18, Article VIII, entitled Appeals Process. An application for appeal shall be

based on a claim that the true intent of this code or the rules legally adopted thereunder, including fines, have been incorrectly interpreted, the provisions of the code do not fully apply, or an equally good or better form of construction is proposed.

Section 5. Code Section 18-2-40, concerning Violations, Penalties, is hereby amended to read as follows:

Sec. 18-2-40. - Violations, penalties.

It shall be unlawful for any person, owner, occupant or contractor to erect, construct enlarge, alter, repair, move, improve, remove, rehabilitate, convert, demolish, use, occupy, equip or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any of the provisions of this Section and the IRC. Violations of this Section and/or the IRC shall be punishable by a fine not to exceed ~~one~~ **two** thousand **six hundred fifty** dollars (~~\$2,650~~**1,000.00**) ~~or a term of imprisonment not to exceed ninety (90) days, or both such fine and imprisonment.~~ A separate offense shall be deemed committed for each day, or portion of a day, that a violation of this Section occurs or continues unabated.

Section 6. Code Section 18-3-30(5), adopting amendments to the International Fire Code regarding Appeals, is hereby amended as follows:

Sec. 18-3-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

...

(5) ~~Section 108.1 is amended as follows:~~

~~**108.1 Board of appeals established.** Add "The Board of Appeals shall be the City of Salida Board of Appeals for all matters relating to Fire Codes."~~

Section 108 is amended to read in its entirety:

108 Board of Appeals. Appeals of decisions and determinations made by the Building Official or the fire code official shall comply with the process and procedures set forth in the City of Salida Municipal Code Chapter 18, Article VIII, entitled Appeals Process.

Section 7. Code Section 18-3-50, concerning Violations, Penalties, is hereby amended to read as follows:

Sec. 18-3-50. - Violations, penalties.

The municipal court shall have jurisdiction to hear all violations of this Article and, in the event that a violation is of a continuing nature, each day during which such violation continues shall be deemed a separate offense, subject to fine **not to exceed one two thousand six hundred fifty dollars (\$2,650)** ~~and/or imprisonment~~ for each such separate offense pursuant to Section 109.3 of the IFC.

Section 8. Code Section 18-4-30, adopting certain amendments to the International Existing Building Code, is hereby amended by the addition of the following amendment, and renumbered accordingly:

Sec. 18-4-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

...

(2) Section 112 is amended to read in its entirety:

112 Board of Appeals. Appeals of decisions and determinations made by the Building Official shall comply with the process and procedures set forth in the City of Salida Municipal Code Chapter 18, Article VIII, entitled Appeals Process. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder, including fines, have been incorrectly interpreted, the provisions of the code do not fully apply, or an equally good or better form of construction is proposed.

Section 9. Code Section 18-4-40, concerning Violations, Penalties, is hereby amended to read as follows:

Sec. 18-4-40. - Violations, penalties.

It shall be unlawful for any person, owner, occupant or contractor to erect, construct enlarge, alter, repair, move, improve, remove, rehabilitate, convert, demolish, use, occupy, equip or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any of the provisions of this Section and the IEBC. Violations of this Section and/or the IEBC shall be punishable by a fine not to exceed ~~one~~ **two** thousand **six hundred fifty** dollars (~~\$2,650~~1,000.00) ~~or a term of imprisonment not to exceed ninety (90) days, or both such fine and imprisonment.~~ A separate offense shall be deemed committed for each day, or portion of a day, that a violation of this Section occurs or continues unabated.

Section 10. Code Section 18-5-30, adopting certain amendments to the International Plumbing Code, is hereby amended by the addition of the following amendment, and renumbered accordingly:

Sec. 18-5-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

...

(2) Section 109 is amended to read in its entirety:

109 Means of Appeal. Appeals of decisions and determinations made by the Building Official shall comply with the process and procedures set forth in the City of Salida Municipal Code Chapter 18, Article VIII, entitled Appeals Process. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder, including fines, have been incorrectly interpreted, the provisions of the code do not fully apply, or an equally good or better form of construction is proposed.

Section 11. Code Section 18-5-40, concerning Violations, Penalties, is hereby

amended to read as follows:

Sec. 18-5-40. - Violations, penalties.

It shall be unlawful for any person, owner, occupant or contractor to erect, construct enlarge, alter, repair, move, improve, remove, rehabilitate, convert, demolish, use, occupy, equip or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any of the provisions of this Section and the IPC. Violations of this Section and/or the IPC shall be punishable by a fine not to exceed ~~one~~ **two** thousand **six hundred fifty** dollars (~~\$2,650~~1,000.00) ~~or a term of imprisonment not to exceed ninety (90) days, or both such fine and imprisonment.~~ A separate offense shall be deemed committed for each day, or portion of a day, that a violation of this Section occurs or continues unabated.

Section 12. Code Section 18-6-30, adopting certain amendments to the International Mechanical Code, is hereby amended by the addition of the following amendment, and renumbered accordingly:

Sec. 18-6-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

...

(2) Section 109 is amended to read in its entirety:

109 Means of Appeal. Appeals of decisions and determinations made by the Building Official shall comply with the process and procedures set forth in the City of Salida Municipal Code Chapter 18, Article VIII, entitled Appeals Process. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder, including fines, have been incorrectly interpreted, the provisions of the code do not fully apply, or an equally good or better form of construction is proposed.

Section 13. Code Section 18-6-40, concerning Violations, Penalties, is hereby amended to read as follows:

Sec. 18-6-40. - Violations, penalties.

It shall be unlawful for any person, owner, occupant or contractor to erect, construct enlarge, alter, repair, move, improve, remove, rehabilitate, convert, demolish, use, occupy, equip or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any of the provisions of this Section and the IMC. Violations of this Section and/or the IMC shall be punishable by a fine not to exceed ~~one~~ **two** thousand **six hundred fifty** dollars (~~\$2,650~~1,000.00) ~~or a term of imprisonment not to exceed ninety (90) days, or both such fine and imprisonment.~~ A separate offense shall be deemed committed for each day, or portion of a day, that a violation of this Section occurs or continues unabated.

Section 14. Code Section 18-7-30, concerning Violations, Penalties, of the National Electric Code is hereby amended to read as follows:

Sec. 18-7-30. - Violations, penalties.

It shall be unlawful for any person, owner, occupant or contractor to erect, construct enlarge, alter, repair, move, improve, remove, rehabilitate, convert, demolish, use, occupy, equip or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any of the provisions of this Section and the NEC. Violations of this Section and/or the NEC shall be punishable by a fine not to exceed ~~one~~ **two** thousand **six hundred fifty** dollars (~~\$2,650~~1,000.00) ~~or a term of imprisonment not to exceed ninety (90) days, or both such fine and imprisonment.~~ A separate offense shall be deemed committed for each day, or portion of a day, that a violation of this Section occurs or continues unabated.

Section 15. Code Section 18-8-10, concerning Appeals, is hereby amended to read as follows:

Sec. 18-8-10. - Appeal.

An order, decision or interpretation based upon any of the codes adopted by this Chapter may be appealed to the Board of Appeals, **to a Hearing Officer selected and engaged by the City Administrator as needed on the basis of experience and/or training in building construction matters, or, if permitted, to a nearby jurisdiction's Board of Review or Building Board of Appeals, at decision and discretion of the Community Development Director.**

Section 16. Code Section 18-8-20, concerning Appeal contents, is hereby amended to read as follows:

Sec. 18-8-20. - Appeal contents.

The appeal shall be in the form of a written letter of appeal submitted to the Community Development Director within ~~forty-five~~ **ten** (~~45~~**10**) days of the date of the order, decision or interpretation. Such notice shall identify the date and nature of the order, decision or interpretation at issue and set forth in plain and concise language the:

- (1) Facts and reasons. The facts and reasons for the appeal, including any relevant citations to any rule, regulation or code section relied upon.
- (2) Copy. A copy of the order, decision or interpretation being appealed if the same was issued in writing.

Section 17. Code Section 18-8-30, concerning Actions following receipt of appeal, is hereby amended to read as follows:

Sec. 18-8-30. - Actions following receipt of appeal.

Upon receipt of the appeal, the Community Development Director shall notify the Building Official **and the appellant,** and schedule the appeal **hearing in front of either** ~~for~~ a regular or special meeting before the Board of Appeals, **or a Hearing Officer selected and engaged by the City Administrator as needed on the basis of experience and/or training in building construction matters, or, if permitted, a nearby jurisdiction's Board of Review or Building Board of Appeals,** within a maximum time frame of thirty-one (31) days.

Section 18. Code Section 18-8-40, concerning Notice, is hereby amended to read as follows:

Sec. 18-8-40. - Notice.

Written notice of the time, date and location of the hearing shall be delivered not less than ~~one~~ five (15) days prior to the hearing to the appellant and the Building Official.

Section 19. Code Section 18-8-50, concerning Decision by appeal body, is hereby amended to read as follows:

Sec. 18-8-50. – Decision of appeal ~~by appeal body~~.

All decisions on appeal shall be reduced to writing, contain a concise listing of facts and reasons supporting the same and be promptly mailed by regular mail to the applicant. The burden of persuasion on appeal shall rest with the appellant; and the unexcused absence of the appellant from the appeal hearing, absent good and just cause at the discretion of the appeal body or hearing officer, shall result in the dismissal of the appeal, and no further action shall be taken thereon. All decisions on appeal shall be final and may be appealed to the District Court as provided for in Colorado Rules of Civil Procedure.

Section 20. Code Section 18-12-30, adopting certain amendments to the International Fuel Gas Code, is hereby amended by the addition of the following amendment, and renumbered accordingly:

Sec. 18-12-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

...

(2) Section 109 is amended to read in its entirety:

109 Means of Appeal. Appeals of decisions and determinations made by the Building Official shall comply with the process and procedures set forth in the City of Salida Municipal Code Chapter 18, Article VIII, entitled Appeals Process. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder, including fines, have been incorrectly interpreted, the provisions of the code do not fully apply, or an equally good or better form of construction is proposed.

Section 21. Code Section 18-12-40, concerning Violations, Penalties, is hereby amended to read as follows:

Sec. 18-12-40. - Violations, penalties.

It shall be unlawful for any person, owner, occupant or contractor to erect, construct enlarge, alter, repair, move, improve, remove, rehabilitate, convert, demolish, use, occupy, equip or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any of the provisions of this Section and the IFGC. Violations of this Section and/or the IFGC shall be punishable by a fine not to exceed ~~one~~ two thousand six hundred fifty dollars (~~\$2,650~~1,000.00) ~~or a term of imprisonment not to exceed ninety (90) days, or both such fine and imprisonment.~~ A separate offense shall be deemed committed for each day, or portion of a day, that a violation of this Section occurs or continues unabated.

Section 22. Code Section 18-13-30, adopting certain amendments to the International Energy Conservation Code, is hereby amended by the addition of the following amendment, and renumbered accordingly:

Sec. 18-13-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

...

(2) Section C109 is amended to read in its entirety:

C109 Board of Appeals. Appeals of decisions and determinations made by the Building Official shall comply with the process and procedures set forth in the City of Salida Municipal Code Chapter 18, Article VIII, entitled Appeals Process. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder, including fines, have been incorrectly interpreted, the provisions of the code do not fully apply, or an equally good or better form of construction is proposed.

Section 23. Code Section 18-13-40, concerning Violations, Penalties, is hereby amended to read as follows:

Sec. 18-13-40. - Violations, penalties.

It shall be unlawful for any person, owner, occupant or contractor to erect, construct enlarge, alter, repair, move, improve, remove, rehabilitate, convert, demolish, use, occupy, equip or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any of the provisions of this Section and the IECC. Violations of this Section and/or the IECC shall be punishable by a fine not to exceed ~~one~~ **two** thousand **six hundred fifty** dollars (~~\$2,650~~**1,000.00**) ~~or a term of imprisonment not to exceed ninety (90) days, or both such fine and imprisonment.~~ A separate offense shall be deemed committed for each day, or portion of a day, that a violation of this Section occurs or continues unabated.

Section 24. Subsections (4), (5), (8), and (9) of Code Section 18-14-30, adopting certain amendments to the International Property Maintenance Code, are hereby amended to read as follows, and Section 18-14-30 is renumbered accordingly:

Sec. 18-14-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

...

(4) Section 103.1 is amended to read:

"103.1 General. The Department of Property Maintenance Inspection is hereby created ~~within the Salida Police Department., and The Chief of Police~~ **the Chaffee County Building Department Official shall serve as** is the **building** code official."

(5) Section 103.3 is amended to read:

"103.3 Deputies. The ~~Building Official~~**Chief of Police**, Fire Chief and Code Enforcement Officer shall be deputies. In accordance with the prescribed procedures of this jurisdiction and with the concurrence of the appointing authority, the code official shall have

the authority to appoint other deputy code officials, other related technical officers, inspectors and other employees."

(8) Section 111 is amended to read in its entirety:

111 Means of Appeals. Appeals of decisions and determinations made by the Building Official shall comply with the process and procedures set forth in the City of Salida Municipal Code Chapter 18, Article VIII, entitled Appeals Process. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder, including fines, have been incorrectly interpreted, the provisions of the code do not fully apply, or an equally good or better form of construction is proposed.

~~(8) Section 111.2 is amended to read:~~

~~"111.2. All appeals to this code shall be made to the City of Salida Board of Appeals. The appeals process is described in Section 18-8-10 of the Salida Municipal Code."~~

~~(9) Sections 111.2.1 through 111.2.5, 111.3, 111.4, 111.5 and 111.6 are deleted in their entirety.~~

Section 25. Code Section 18-14-40, concerning Violations, Penalties, is hereby amended to read as follows:

Sec. 18-14-40. - Violations, penalties.

It shall be unlawful for any person, owner, occupant, or contractor to erect, construct, enlarge, alter, repair, move, improve, remove, rehabilitate, convert, demolish, use, occupy, equip, or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any of the provisions of this Article and the IPMC. Violations of this Article and/or the IPMC may be punishable by a fine not to exceed ~~one~~ **two** thousand **six hundred fifty** dollars (~~\$2,650~~1,000.00) ~~or a term of imprisonment not to exceed ninety (90) days, or both such fine and imprisonment.~~ A separate offense shall be deemed committed for each day, or portion of a day, that a violation of this Article occurs or continues unabated. As an alternate remedy, after complying with the Notice and Order provisions of IPMC Section 107, the City shall have the right, but not the obligation, to enter the violating property and conduct repairs and/or maintenance necessary to abate a non-emergency violation. The City Administrator shall prepare a statement enumerating the actual costs of abatement and collection plus a surcharge of ten percent (10%) of the abatement costs to cover inspection and other administrative costs. Such charge shall be payable by the owners at the time of the assessment, personally, and also shall be a perpetual lien upon the respective lots or parcels served relating back to the date upon which the abatement actions were performed. Any such lien may be foreclosed in the same manner as provided by the laws of this state for the foreclosure of mechanics' liens.

Section 26. Code Section 18-15-30, adopting certain amendments to the 1997 Uniform Code for the Abatement of Dangerous Buildings, is hereby amended by the addition of the following amendment, and renumbered accordingly:

Sec. 18-15-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

...

(2) Section 205 is amended to read in its entirety:

205 Board of Appeals. Appeals of decisions and determinations made by the Building Official shall comply with the process and procedures set forth in the City of Salida Municipal Code Chapter 18, Article VIII, entitled Appeals Process. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder, including fines, have been incorrectly interpreted, the provisions of the code do not fully apply, or an equally good or better form of construction is proposed.

Section 27. A new Code Section 18-15-40, concerning Violations, Penalties, is hereby created to read as follows:

Sec. 18-15-40. - Violations, penalties.

It shall be unlawful for any person, owner, occupant or contractor to erect, construct enlarge, alter, repair, move, improve, remove, rehabilitate, convert, demolish, use, occupy, equip or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any of the provisions of this Section and the Uniform Code for the Abatement of Dangerous Buildings. Violations of this Section and/or the Uniform Code for the Abatement of Dangerous Buildings shall be punishable by a fine not to exceed two thousand six hundred fifty dollars (\$2,650). A separate offense shall be deemed committed for each day, or portion of a day, that a violation of this Section occurs or continues unabated.

Section 28. Code Section 18-16-30, adopting certain amendments to the International Swimming Pool and Spa Code, is hereby amended by the addition of the following amendment, and renumbered accordingly:

Sec. 18-16-30. - Amendments.

The code adopted herein is hereby modified by the following amendments:

...

(2) Section 108 is amended to read in its entirety:

108 Means of Appeal. Appeals of decisions and determinations made by the Building Official shall comply with the process and procedures set forth in the City of Salida Municipal Code Chapter 18, Article VIII, entitled Appeals Process. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder, including fines, have been incorrectly interpreted, the provisions of the code do not fully apply, or an equally good or better form of construction is proposed.

Section 29. Code Section 18-13-40, concerning Violations, Penalties, is hereby amended to read as follows:

Sec. 18-13-40. - Violations, penalties.

It shall be unlawful for any person, owner, occupant or contractor to erect, construct enlarge, alter, repair, move, improve, remove, rehabilitate, convert or equip any swimming pool or spa in the City, or cause the same to be done, contrary to or in violation of any of the provisions of this

Section. Violations of this Section shall be punishable by a fine not to exceed ~~one~~ **two** thousand **six hundred fifty** dollars (~~\$2,650~~1,000.00) ~~or a term of imprisonment not to exceed ninety (90) days, or both such fine and imprisonment.~~ A separate offense shall be deemed committed for each day, or portion of a day, that a violation of this Section occurs or continues unabated.

Section 30. Code Section 18-17-60, concerning Appeals, Building Permit Administration, is hereby amended to read as follows:

Sec. 18-17-60. - Appeals.

An appeal ~~to the Board of Appeals~~ **in compliance with the process and procedures set forth in Chapter 18, Article VIII of this Code** may be taken by any person aggrieved by his or her inability to obtain a building permit or certificate or by the Building Official or any City department or representative affected by the grant or refusal of a building permit or certificate. An appeal may be made ~~to the Board of Appeals~~ **in compliance with the process and procedures set forth in Chapter 18, Article VIII of this Code** from any decision of the Building Official based upon or made in the course of the administration or enforcement of the building code, including without limitation a failure of an inspection or a claim that the provisions of the City's building codes do not apply or the true intent and meaning of the City's building codes have been misconstrued or wrongly interpreted.

Section 31. A new Code Section 18-17-70, concerning Violations, Penalties, Building Permit Administration is hereby created to read as follows:

Sec. 18-17-70. - Violations, penalties.

It shall be unlawful for any person, owner, occupant or contractor to erect, construct, reconstruct, alter, or change the use of any building or other structure within the City, or cause the same to be done, without obtaining a building permit from the City. Violations of this Section shall be required to pay double the building permit application fee, as a fine for violating this Section. This does not preclude other applicable enforcement mechanisms, fines or penalties, including penalties punishable by a fine not to exceed two thousand six hundred fifty dollars (\$2,650), consistent with this Chapter and Code. A separate offense shall be deemed committed for each day, or portion of a day, that a violation of this Section occurs or continues unabated.

Section 32. Severability. The provisions of this ordinance are severable and the invalidity of any section, phrase, clause or portion of the ordinance as determined by a court of competent jurisdiction shall not affect the validity or effectiveness of the remainder of the ordinance.

INTRODUCED ON FIRST READING, on February 2, 2021, ADOPTED and ORDERED PUBLISHED IN FULL in a newspaper of general circulation by the City Council on this 5th day of February, 2021 and set for second reading and public hearing on the 16th day of February, 2021.

INTRODUCED ON SECOND READING FINALLY ADOPTED and ORDERED PUBLISHED IN FULL, by the City Council on this 16th day of February, 2021.

City of Salida

Mayor P.T. Wood

ATTEST:

City Clerk/Deputy City Clerk



CITY COUNCIL ACTION FORM

Department Administration	Presented by Drew Nelson - City Administrator	Date February 16, 2021
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ITEM

Resolution 2021-02 – Supporting the City’s Adoption of Either the 2018 or 2021 Version of the International Energy Conservation Code (“IECC”) and Thereby Urging Chaffee County and its Building Department to Formally Adopt the Same

BACKGROUND

The City of Salida currently works in cooperation with Chaffee County through an Intergovernmental Agreement (IGA) to utilize the County’s Building Department for building inspection services. These services include the review (and eventual approval) of building plans that meet the adopted building codes of both organizations. The IGA requires that both the City and County adopt substantially similar codes in order to make it easier for contractors and inspectors to know which codes are in effect regardless of jurisdictional boundaries. Currently, the City and County have adopted most of the 2015 International Codes (residential, commercial, plumbing, fire, etc.); however, there is one exception in which the City and County have remained on an older version – the 2006 International Energy Conservation Code.

As part of the consideration of work performed over the past year by the City’s Sustainability Committee, the City Council has received a recommendation from the Committee to adopt a more current version of the International Energy Conservation Code (IECC) in order to require more efficient construction of residential and commercial buildings in the future. The current version of the 2006 IECC excludes provisions that would require more energy-efficient fixtures and designs for new construction of homes



CITY COUNCIL ACTION FORM

Department Administration	Presented by Drew Nelson - City Administrator	Date February 16, 2021
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and commercial spaces. The Sustainability Committee believes that the 2006 IECC is outdated and passively contributes to greenhouse gas (GHG) emissions by not requiring a higher standard for design and construction. The Sustainability Committee acknowledges that many builders and designers may currently build to newer, higher standards for energy conservation but that it is important to reduce GHG emissions more quickly than what the 2006 IECC baseline requires.

In order to move the baseline up, the City and County must agree to adopt a newer version of the IECC following the possible commissioning of a code review panel (generally made up of industry professionals and experts in design). The Sustainability Committee spent a number of its meetings discussing code provisions with local builders to see if there would be issues with adopting a more recent version of the IECC. As noted above, the prevailing belief during these discussions was that many designers and builders currently work towards the highest standard already, and that raising the floor to promote energy conservation would have a negligible effect on construction costs or educational training for contractors and designers. Through this process, it has become the recommendation of the Sustainability Committee that the City and County adopt either the 2018 or 2021 IECC as quickly as possible. The attached resolution (2021-02) was requested by the City Council at its last meeting as an effort to kick start the process of code review, adoption, and implementation.

It should be noted that the proposed Resolution 2021-02 was drafted by the City Attorney and members of the Sustainability Committee to express the recommendation of the Committee via the proper legal path to adoption of either the 2018 or 2021 IECC.



CITY COUNCIL ACTION FORM

Department Administration	Presented by Drew Nelson - City Administrator	Date February 16, 2021
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FISCAL NOTE

None.

STAFF RECOMMENDATION

Staff recommends approval of Resolution 2021-02.

SUGGESTED MOTION

A City Councilmember should make a motion to approve Resolution 2021-02 supporting the City’s adoption of either the 2018 or 2021 version of the International Energy Conservation Code and thereby urging Chaffee County and its Building Department to formally adopt the same, followed by a second and a roll call vote.

CITY OF SALIDA, COLORADO
RESOLUTION NO. 02
(Series of 2021)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO
SUPPORTING THE CITY’S ADOPTION OF EITHER THE 2018 OR 2021
VERSION OF THE INTERNATIONAL ENERGY CONSERVATION CODE
(“IECC”) AND THEREBY URGING CHAFFEE COUNTY AND ITS BUILDING
DEPARTMENT TO FORMALLY ADOPT THE SAME**

WHEREAS, the City of Salida, Colorado (“City”) is a statutory city, duly organized and existing under the laws of the state of Colorado; and

WHEREAS, pursuant to C.R.S. § 31-15-401, the City by and through its City Council (“Council”), possesses the authority to adopt laws and ordinances within its police power in furtherance of the public health, safety and welfare; and

WHEREAS, the City Sustainability Committee has been working on a Climate Action Plan for adoption by City Council; and

WHEREAS, the City Sustainability Committee has studied, among other areas, how residential and commercial buildings contribute to greenhouse gas (“GHG”) emissions; and

WHEREAS, the City Sustainability Committee has concluded that updating City Building Codes will have an immediate positive effect on GHG emissions caused by residential and commercial buildings; and

WHEREAS, the City Sustainability Committee recommends that City update its Energy Conservation Code to either the 2018 or 2021 versions of the IECC; and

WHEREAS, the City Council recognizes that, under the current “Building Inspection” Intergovernmental Agreement between the City and Chaffee County, approved by the City Council via Resolution 2013-82, the City is required to maintain the same or similar standard versions of the technical building codes as the County, including the International Energy Conservation Code (“IECC”), and that 2006 version of the IECC is currently outdated; and

WHEREAS, the City Council wishes to decrease the GHG emissions caused by residential and commercial buildings in the City by updating its Energy Conservation Code, by adopting the 2018 or 2021 IECC, thereby positively affecting the health and welfare of its residents, customers and citizens.

NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO, THAT:

Section 1. The Salida City Council incorporates the foregoing recitals as its conclusions, facts, determinations and findings.

Section 2. The Salida City Council hereby urges the Board of Chaffee County

Commissioners and the Chaffee County Building Department to formally adopt the most current version of the International Energy Conservation Code, or either the 2018 or 2021 version, with all due speed.

RESOLVED, APPROVED, AND ADOPTED this 16th day of February, 2021.

CITY OF SALIDA

By: _____
P.T. Wood, Mayor

[SEAL]

ATTEST: _____
City Clerk/Deputy City Clerk



CITY COUNCIL ACTION FORM

Department City Attorney	Presented by Nina P. Williams - City Attorney	Date February 16, 2021
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ITEM

Resolution 2021-03 – Recommending and Supporting Amendments to the City of Salida’s Intergovernmental Agreement (IGA) with Chaffee County for Building Inspection Services

BACKGROUND

As discussed during the presentation of Ordinance 2021-01 at the City Council’s last regular meeting, the Council has identified certain property maintenance and building structure safety/habitability issues as a priority. Through the City’s enforcement of particularly egregious cases, City staff (including the City Attorney, Police Chief, Community Development Director, and City Administrator), have noticed numerous issues with the City’s current Intergovernmental Agreement (IGA) with Chaffee County for Building Inspection Services.

In working through these enforcement cases involving property and safety violations, City staff has identified inconsistencies and conflicts between the IGA and the technical International Building Codes, as adopted by the City in Chapter 18 of the Salida Municipal Code. These conflicts make it impossible to enforce certain serious and unsafe violations of the building codes due to inconsistencies regarding notices and personal services to be made, directed and pursued by the City’s “Code Official”, who is the Chaffee County Building Department (pursuant to the IGA). However, the same IGA states that the County will not be responsible for appeals, and further will not be responsible for pursuing violations of the City’s Building Code. The County Building Department has confirmed their interpretation of this conflict in the IGA, leaving the City’s hands tied to pursue and fix certain properties and structures. All combined, this



CITY COUNCIL ACTION FORM

Department City Attorney	Presented by Nina P. Williams - City Attorney	Date February 16, 2021
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leaves a practical gap in enforcement and creates an inability to remedy or abate certain dangerous, unsafe, unstable and uninhabitable structures.

FISCAL NOTE

None.

STAFF RECOMMENDATION

Staff strongly recommends approval of Resolution 2021-03 in order to direct staff to resolve any conflicts and inconsistencies between the Building Inspection IGA and the international technical codes to have clear and practical ability for enforcement and safety.

SUGGESTED MOTION

A City Councilmember should make a motion to approve Resolution 2021-03 recommending and supporting amendments to the City of Salida’s Intergovernmental Agreement with Chaffee County for Building Inspection Services, followed by a second and a roll call vote.

**CITY OF SALIDA, COLORADO
RESOLUTION NO. 03
(Series of 2021)**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO
RECOMMENDING AND SUPPORTING AMENDMENTS TO THE CITY OF
SALIDA'S INTERGOVERNMENTAL AGREEMENT (IGA) WITH CHAFFEE
COUNTY FOR BUILDING INSPECTION SERVICES**

WHEREAS, the City of Salida, Colorado ("City") is a statutory city, duly organized and existing under the laws of the state of Colorado; and

WHEREAS, pursuant to C.R.S. § 31-15-401, the City by and through its City Council ("Council"), possesses the authority to adopt laws and ordinances within its police power in furtherance of the public health, safety and welfare; and

WHEREAS, the City Council, while discussing Ordinance 2021-01 at its February 2, 2021 regular meeting, regarding the amendment of adoption by reference of various technical international codes in Chapter 18 of the Salida Municipal Code, Council and City staff also discussed recent issues and the inability to enforce said international code violations, due to a conflicting Intergovernmental Agreement ("IGA") with Chaffee County; and

WHEREAS, the City Council has been advised that by relevant City staff and the City Attorney that the current "Building Inspection" IGA between the City and Chaffee County, approved by the City Council via Resolution 2013-82, conflicts with many of the international technical codes, adopted by the City in Chapter 18 off the Salida Municipal Code; and

WHEREAS, the City Council has been further advised that this conflict precludes the ability and possibility to practically enforce certain serious and unsafe violations of these international codes, because these codes require certain notices and personal services be made, directed and pursued by the City's "Code Official," who is the Chaffee County Building Department pursuant to IGA, but that the IGA also states that the County will not be responsible for appeals and will not be responsible for pursuing violations of the City's Building Code, thereby leaving a gap in enforcement; and

WHEREAS, the City Council recommends and supports the amendment of its current Building Inspection IGA with the County to resolve these conflicts and inconsistencies with the international technical codes in order to have clearer and practical ability for enforcement, thereby positively affecting the health, safety and welfare of its residents, customers and citizens.

NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO, THAT:

Section 1. The Salida City Council incorporates the foregoing recitals as its conclusions, facts, determinations and findings.

Section 2. The Salida City Council hereby recommends and supports the amendment of

the 2013 Building Inspection Intergovernmental Agreement with Chaffee County, and hereby directs the City Attorney and relevant City staff to negotiate the same with the County, to resolve all inconsistencies and remedy all identified conflicts with the international technical codes and the Salida Municipal Code.

RESOLVED, APPROVED, AND ADOPTED this 16th day of February, 2021.

CITY OF SALIDA

By: _____
P.T. Wood, Mayor

[SEAL]

ATTEST: _____
City Clerk/Deputy City Clerk



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: February 16, 2021

ORIGINATING DEPARTMENT: City Clerk's Office	PRESENTED BY:
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ITEM: Ordinance 2021-02, Amending Chapter 6 of the Salida Municipal Code concerning Business Licensing and Regulations generally, including Marijuana and Short-Term Rentals

BACKGROUND:

Through their daily work with certain city business licenses, the City Clerk and Deputy City Clerk have observed some practical areas for improvement within Salida Municipal Code, Chapter 6, Article III and Article VI, regarding marijuana licenses and short-term rental licenses, respectively.

The City Clerk's office and City Attorney have also noted updates to state law, which necessitate certain amendments to these Articles.

These amendments include deleting the requirement for a Colorado state sales tax license in our Short-Term Rental License applications. It also includes amending the renewal requirements for marijuana licenses, to be compliant with state law, as well as resolve inconsistencies within our current municipal code.

Finally, the City's 2018 special election changed the City Clerk position from part-time elected, to full-time appointed job. Therefore, it makes sense to conform Chapter 6 to officially grant the City Clerk's duties as it relates to business licensing.

FISCAL NOTE: None anticipated

STAFF RECOMMENDATION:

Staff recommends approval of Ordinance 2021-02 on first reading.

SUGGESTED MOTIONS:

"I move to approve Ordinance 2021-02, on first reading, and to set a public hearing and second reading for March 2, 2021."

**CITY OF SALIDA, COLORADO
ORDINANCE NO. 02
SERIES OF 2021**

**AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO
AMENDING CHAPTER 6 OF THE SALIDA MUNICIPAL CODE CONCERNING
BUSINESS LICENSING AND REGULATIONS GENERALLY, AND INCLUDING
MARIJUANA LICENSING, AND SHORT-TERM RENTAL BUSINESS LICENSES**

WHEREAS, the City of Salida, Colorado (“City”) is a statutory city, duly organized and existing under the laws of the state of Colorado; and

WHEREAS, pursuant to C.R.S. § 31-15-401, the City by and through its City Council (“Council”), possesses the authority to adopt laws and ordinances within its police power in furtherance of the public health, safety and welfare; and

WHEREAS, pursuant to Title 31, Article 15 of the Colorado Revised Statutes, the City also possesses the authority to license and regulate businesses; and

WHEREAS, pursuant to this authority, the City has previously adopted certain provisions concerning business licenses and regulations within Chapter 6 of the Salida Municipal Code (“Code”), including Article III, concerning Marijuana, and Article VI, concerning short-term rental licenses; and

WHEREAS, through observing the processes provided for in Article VI of the Code concerning short-term rental licenses, along with its practical application and limitations, staff within the City Clerk’s office has recommended the removal of the requirement for a Colorado state sales tax license, which the State of Colorado has deemed unnecessary for such purposes, and which City staff has found it therefore confusing for licensees and potential applicants; and

WHEREAS, through also observing the processes provided for in the Article III of the Code concerning renewal of marijuana licenses, along with its practical application, as well as relatively recent amendments to the Colorado Revised Statutes, staff within the City Clerk’s office and the City Attorney has recommended amendments to Code requirements surrounding such renewal applications, in order to be compliant with State law; and

WHEREAS, Council, along with City staff, now also finds it efficient and desirable to streamline its Business Licensing Chapter 6 of the Code, to clean up some inconsistencies and to resolve and make conforming amendments in connection with same; and

WHEREAS, Council has conducted its review of the issues, and find that it would further the public health, safety and welfare of the residents, businesses and customers of Salida to amend Chapter 6, as provided below.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO, THAT:

Section 1. The aforementioned recitals are hereby fully incorporated herein.

Section 2. Section 6-6-20 of the Salida Municipal Code, regarding Short-Term Rental Licensing limitations and requirements, is hereby amended to read as follows:

Sec. 6-6-20. – Licensing; Limitations; Requirements

- (a) It shall be unlawful for any person or entity to engage in the short-term rental business without first applying for and procuring a license from the City Administrator. The initial license fee, renewal license fee and penalty for operating without a license shall be established by resolution of City Council, as may be amended from time to time, and payable annually in advance.
- (b) Upon approval of a business license pursuant to this Article, the City Administrator shall issue a business license number to each short-term rental business.
- (c) Short-term rental businesses shall include their business license number in the title of the listing for all public advertising, including but not limited to webhosting services such as Airbnb, Home Away, Trip Advisor, VRBO, etc.
- ~~(d) An applicant shall not be granted a short-term rental license without submitting a copy of a valid Colorado sales tax license for rental activity, or a pending application, specific to the property being rented. If the property is owned or managed by a property management company, that entity must obtain a Colorado sales tax license specific to the taxing jurisdiction of the City of Salida.~~
- (e) Applications for a short-term rental license shall be submitted on a completed form provided by the City, and the City shall accept no incomplete applications. Applications shall include all information required on the form, ~~including, but not limited to, a copy of the applicable sales tax license.~~
- (f) Each licensee shall submit to the City, on a yearly basis, and upon renewal, an affidavit, signed by the licensee and notarized, attesting to the duration and frequency of the prior year's short term rental history, as well as confirmation of payment of all applicable sales and occupational lodging taxes.

Section 3. Chapter 6, Article VI is hereby renamed as follows:

ARTICLE VI. – SHORT-TERM RENTAL BUSINESS LICENSE

Section 4. Section 6-3-110 of the Salida Municipal Code, regarding duration and renewal of marijuana licenses, is hereby amended to read as follows:

Sec. 6-3-110. – Duration of license; renewal.

- (a) Each license issued pursuant to this Article shall be valid for one (1) year from the date of issuance, and may be renewed as provided in this Section.

- (b) An application for the renewal of an existing license shall be made to the Local Licensing Authority ~~not less than forty five (45) days~~ prior to the date of expiration. No application for renewal shall be accepted by the Local Licensing Authority after such date.
- (c) The provisions of Sections 6-3-30 through 6-3-90, inclusive, shall apply to the processing of an application to renew a license unless specifically waived by the Local Licensing Authority based upon no changed circumstances. The timely filing of a renewal application shall extend the current license until a final decision is made on the renewal application, including any appeal of the City Administrator's decision to the City Council.
- (d) The applicant shall at the time of an application to renew a license not be delinquent on any applicable City's fees or taxes.
- (e) At the time of the filing of an application for the renewal of an existing license the applicant shall pay a renewal fee in an amount established by resolution of the City Council, as may be amended.
- (f) The Local Licensing Authority may refuse to renew a license for good cause, **after a public hearing, pursuant to the applicable provisions in sections 6-3-30, 6-3-60, 6-3-70, and 6-3-130.**

Section 5. Chapter 6 of the Salida Municipal Code is hereby amended as follows:

“City Administrator” shall be struck, and replaced with “**City Administrator or City Clerk.**” in all thirty-five (35) instances where “City Administrator” appears within Chapter 6 of this Code.

Section 6. **Severability.** The provisions of this ordinance are severable and the invalidity of any section, phrase, clause or portion of the ordinance as determined by a court of competent jurisdiction shall not affect the validity or effectiveness of the remainder of the ordinance.

INTRODUCED ON FIRST READING, on February 16, 2021, ADOPTED and ORDERED PUBLISHED IN FULL in a newspaper of general circulation by the City Council on this ____ day of _____, 2020 and set for second reading and public hearing on the 2nd day of March, 2021.

INTRODUCED ON SECOND READING FINALLY ADOPTED and ORDERED PUBLISHED IN FULL, by the City Council on this 2nd day of March, 2021.

City of Salida

Mayor P.T. Wood

ATTEST:

City Clerk/Deputy City Clerk



FEBRUARY 2021 STAFF REPORTS

Police Department –

- We had 593 calls for service in January of 2021. That was a 43% increase from January of 2020.
 - Our detectives are working several bigger cases right now. One of them involves multiple victims across several states. The suspects in this particular case have been scamming at risk elderly adults out of money. At this point, it looks like we can prove they have taken over \$300,000 dollars. We still have a lot of work to do on the case, but hope to have it wrapped up in the next 2-3 weeks.
 - Code Enforcement has started enforcing the two-hour parking again. We did a lot of PR and spoke with the business owners in the downtown area prior to starting. We have gotten some complaints from the condo owners in the area. I have instructed them to approach the City about that issue so you may get a few calls or email from some of them.
 - We are struggling to get POST certified applicants for our vacant position. We have had our opening listed on several sites for about 6 weeks. As of now, we haven't had a single POST Certified applicant apply. Later in February, we are going to try to do a recruiting presentation at a few of the academies. I do fear that the cost of living is keeping people from applying. I will keep you all posted as time goes on.
-

Finance Department –

- The 2021 budget document was filed with the state on time and is available online. The format is much improved. There is a concise, easy to read Budget Overview available separately (thanks Slate Marketing Inc. for the help!). These documents can be found by selecting the orange “City Budget” button on the front page of Salida’s web site.
 - The transition of our banking services to Collegiate Peaks Bank went very smoothly. At this point, we are fully transitioned.
 - Tyler financial software has been migrated to a new server. This was a necessary task as our older server will not accommodate necessary software updates and will no longer be serviced. This process went well thanks to our IT partners Orion Integration Services. We are now working toward an upgrade of our accounts receivable software program to the same module as the rest of the financial software (it has been operating out of an older module).
 - Year-end Financial Audit Prep work is well underway. The auditors are scheduled to begin field work on March 15.
 - An increased effort has been launched to encourage customers to pay their water and sewer bills online. This is causing a lot of work pressures on the staff accountant who manages the Utility payments but the hope is that efficiency will be increased down the line.
 - Staff continue to do an excellent job keeping up with the reconciliations, deposits, bill paying, payroll processing, billing and reporting necessary in a busy accounting office.
-

Community Development –

- No Report (this will be the last month of no update).
-

Recreation Department –

- See Attached.
-

Public Works –

- See Attached.
-

Arts & Culture –

- The Salida Goes Surreal was extended through the month of January, both in the Paquette Gallery and online at Paquette Gallery Arts; monthly in-person attendance for the exhibition for the month was (49) visitors (Public health safety protocols continuously in place to limit number of guests in the Gallery at any one time). A total of (7) art pieces were sold over the run of the exhibition.
 - Suspension of ALL group classes and activities continued for the month due to public health restrictions.
 - Conducted two Public Art Commission Zoom meetings to determine key factors regarding public art for 2021 - budget, location, type and scope. Kristi Jefferson, City Planner, and Drew Nelson, City Administration, joined respective meetings to discuss pertinent topics.
 - Submitted grant application for the CO Arts Relief Fund, a funding initiative that was passed by the State of Colorado Legislature from the Small Business Relief Program. Funds will be earmarked for marketing of mid- and late-year programming and events and expansion arts education offerings for balance of 2021. Grant application deadline was 1.8.21.
 - Host venue to outdoor video shoot for "We Are Chaffee" initiative.
 - Near completion of upgrades to the inside of the Theater to greatly improve acoustics.
-

Fire Department –

- Testing for the open firefighter position is complete. Josh Jelcick was offered the position and accepted. His first day will be February 24, 2020. Josh is a graduate of CMC's fire academy and has spent the last two years as a resident reserve with Leadville Lake County Fire Rescue. Josh is also a Hazardous Materials Technician and a Highway Specialist which will be a great asset.
 - Currently our first and second due fire engines are out of service. Engine 11 will be transported to the Front Range next week for repairs. Our second due backup engine experienced a water pump failure. Due to the age of the apparatus (27 years), it has been a challenge finding a replacement part. We are currently relying on our 24 year old ladder truck and South Ark Tenders to fight fire. Our neighboring departments are aware of our situation and will be assisting on any fires, large or small.
 - We are currently at full staffing with 80% of the staff going through the vaccination process.
 - The Chaffee County Annual Operating Plan meeting was held February 3rd. Staff will be planning our Annual Wildland Refresher in March as well as other preparations for the upcoming Wildfire Season.
-

Clerk's Office –Courtside:

- Prepared background checks, PD reports, citations etc. and sent to the Prosecutor to create plea agreements prior to the February docket.
- Mailed plea agreements to everyone on the docket with other Court documents.
- Processed citations paid in full.
- Processed paid citations; sent DMV reports.
- Compiling the spreadsheet for Textedly messages to be sent next week for February docket.
- Began preparing the March docket.
- So far the E-File system (with hard copy back up) seems to be working well.

Clerk-side:

- Processed liquor license renewals and delivered as needed.
- Processing 3 transfer liquor licenses for Alta
- Working on a new liquor license for Pizza Rio
- Processing 10 new commercial STR licenses (most are from the sale of the Palace Hotel Condos).
- Continue scanning STR files into electronic files as time permits.
- Training to process OLT reports (with a dozen or so exceptions 4th quarter OLT reports are finished).
- Training to process new commercial STR licenses.
- Updated all 2020 Resolution titles on the website
- Added Resolution adoption dates for 2019-2020 (112 total)
- Signed up and trained on Simplifile, an E-recording system the County utilizes, creates efficiency by not requiring physically going to the County building for some types of records
- Continued to update the website and send press releases out as needed

City Council Department Report

Administration/Attendants

Operations:

- Evaluate and establish inventory cost based on cost recovery study
- Training material to implement new SmartRec software
- Establish and implement flow of communications
- Create job description for second front desk representative and confirm current descriptions
- Spring cleaning of computer files and all binders
- Improve front desk attendant satisfaction/customer service (soaking pools, breaks)
- Upgrade phone answering system
- Dive in Movie (trial)

Capital Improvement:

- Implement new SmartRec software
 - Redesign/upgrade of lobby area
 - Purchase needed equipment to implement new software and lobby design
-

Aquatics

Operations:

- Pool temporarily closed for the Effluent Vault Project February 1-3
- Rehired Pam Denison as a full time lifeguard
- Reactivated punch cards and 6 month and yearly passes into Amilia
- Setting up insurance based programs to go live soon - Waiting for guidance from the PROST board*
- Salida High School Swim Team is practicing in the evenings and on Saturday mornings
- Meeting with the Salida Cyclone Swim Team in February to discuss contract details - season starts in April
- Increased number of people allowed our pools (10 ppl in leisure and 12 ppl in lap)
- Reopened the locker rooms - will be sanitized after every swim session
- Swim lessons - some private lesson are taking place now - more to come (small groups)

Capital Improvement:

Hot Springs Facility

Operations:

- getting the cold back operational after I had to be closed for replacing the affluence manhole
- Investigating a new underwater vacuum
- Increase custodial hours to manage and maintain the newly opened locker rooms
- Water testing

Capital Improvement:

- Locker room is officially open to the public
- Effluent Manhole it's completed Project went very well
- Boiler

Parks, trails, open space and facilities

Operations:

- **Parks, Trails, Open Space:**
 - Fabricated no trespassing science to be placed at the source to try to prevent trespassing and damage that is occurring
 - Completed purchase of toolkit and mini excavator
 - Collaborated with public works for storm water project in Riverside Park
 - Researched trees to damage and dying trees at the Touber building and Riverside
- **Facilities:**
 - Continuing to observe Community Center reconstruction

Capital Improvement:

- Review and oversee skate park construction

Recreation

Operations:

- Offering aqua fitness classes again
- Offering a virtual team writing class
- Spending a lot of time working out systems to hold safe and appropriate events this summer
- Proposed ice skating program to CPW
- Completed Department of Parks and Recreation annual report

Capital Improvement:

Public Works Department Report February 2021

General

- Planning
 - Streets
 - CO 291 Intersection Control Evaluation and Corridor Plan – Preferred Alternate and Updated Project information provided on GIS-StoryMap. Consultant reviewed Alternatives with Council. Staff reviewed final report and provided comment.
 - Staff worked with the CEO to finalize grant funding documents on two additional EV charging locations. One proposed near Alpine Park/Library and a second adjacent to Riverside Park/Scout Hut.
 - Worked with consultant to prepare a draft scope for review of public street lighting. Tentative review with Council in March.
 - Utilities
 - Loan document Q&A with SRF for the Pasqualle/Gallery project.
 - SRF approved the Project Needs Assessment resubmittal for the Pasq/Gallery Project.
 - Preliminary meeting to develop a site and resiliency assessment.
- Project Management
 - Project planning, contracting, and project management for the 2021 capital projects.
 - Stormwater Improvements by F St./Riverside Park – Press release development, preconstruction meeting and site coordination.
 - Bio-solids concrete slab expansion at WWTP 95% complete.
 - Bar Screen Replacement Project - Pre-bid meeting.
 - 2021 Street Reconstruction, Reviewing submittals, construction schedule and project kickoff items with contractor.
 - Work to begin at Crestone Ave. in March
 - Poncha Blvd work anticipated to start late March/April
 - 2021 Sewer Reconstruction Project – Contracting
 - 2021 CIPP - Bidding
 - Project management and coordination with CDPHE for SRF funding
 - SRF Environmental Study and Design coordination with SRF for Pasqualle and Gallery Line project.
 - Loan application finalized.
 - Coordination with XCEL and CDOT on Phase IV Streetscape Improvements
 - Pasqualle Spring prelim design planning items

Streets

- Weather conditions and a dried out subgrade allowed staff to focus on cold patch pothole repairs. Repeated moisture and freeze/thaw events lead to a fair amount of potholes. Asphalt maintenance will be reviewed in more detail at the end of the winter weather season.
- Pre-cast storm sewer box fabrication for spring stormwater enhancement projects.
- Tree trimming associated with branches affecting snow plowing.

Utilities

- Field Utilities
 - Continue with CCTV inspection of city sewer mains. Starting 2021 project work area (1/3 of service area)
 - Ongoing inspections for development related work (Confluent Park and Salida RV)
 - Training on Mueller water technology.

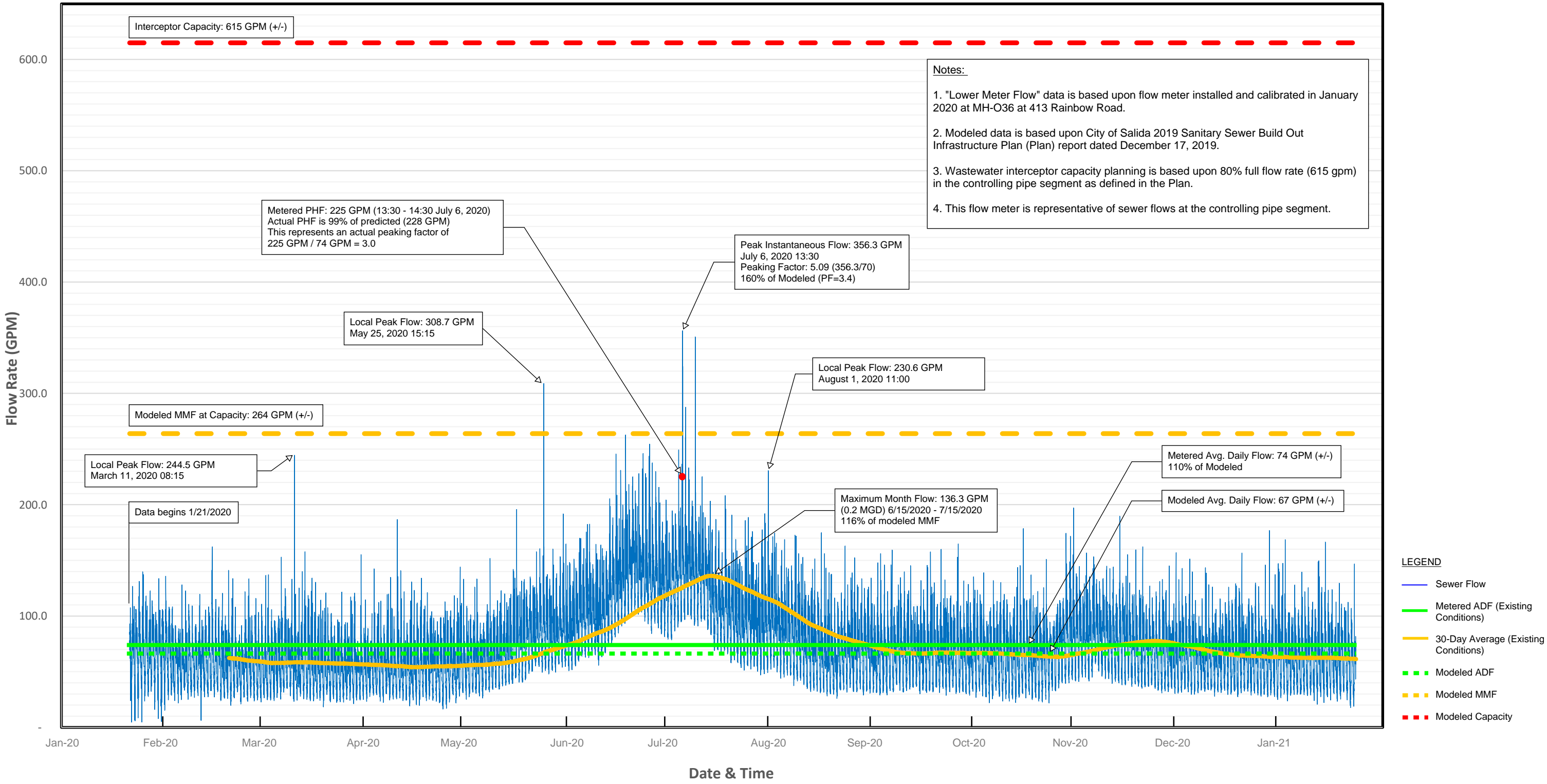
- Water Treatment
 - Pre-planning meeting regarding the development of a risk and resiliency assessment.
 - Additional ice build-out maintenance on ditch.

- Wastewater Treatment
 - Annual generator inspection and maintenance completed.
 - Annual fire inspection completed/passed.
 - Bar Screen project prebid meeting.
 - On-site coordination of RV Park utilities being constructed adjacent to the WWTP. Yard irrigation controls and piping repairs associated with the project.
 - Worked with PW Utility Field staff on cleaning/jetting of plant centrate piping lines.
 - Calibrated flow meters.
 - Training and certification updates.

PONCHA INTERCEPTOR LOWER FLOW METER EXISTING CONDITIONS

Comparison of Actual Meter Data to Modeled Case

Poncha Interceptor Sewer Meter (MH-036, 413 Rainbow Rd.) Flow Chart, January 2020 - January 2021



ADF - Average Daily Flow MH - Manhole PHF - Peak Hour Flow
GPM - Gallons per Minute MMF - Maximum Month Flow SS - Sanitary Sewer

Date prepared: Jan. 26, 2021



CHAFFEE COUNTY
DEVELOPMENT SERVICES DEPARTMENT
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**February 8, 2021 Board of County Commissioners Work Session Report
and Activity Update**

I. Building Inspection:

A. Permit Activity

- **Permits** issued in January 2021: 249 (BMEP only)
2020: 288 (BMEP only)
* BMEP = Building, Mechanical, Electrical, & Plumbing permits
- **Total Revenue** collected in January 2021: \$241,367.27 (all divisions)
2020: \$101,140.73 (all divisions)
- **Total Revenue** collected year-to-date 2021: \$250,237.27 (all div.s)
2020: \$106,985.48 (all div.s)
% of Total budgeted revenue collected year to date: 20.9% (\$1.2 M)
- **SFDs** issued in January 2021: 43
2020: 11
Salida: 14 BV: 3 Poncha: 18 County: 8
- **2021 year-to-date permit totals:**

Salida:	58	14 SFDs
Buena Vista:	36	3 SFDs
Poncha Springs:	51	18 SFDs
Unincorporated County:	<u>98</u>	<u>8 SFDs</u>
Total Number of Permits Issued:	243	*43 SFDs
- **2020 year-to-date permit totals:**

Salida:	65	1 SFDs
Buena Vista:	42	3 SFDs
Poncha Springs:	19	2 SFDs
Unincorporated County:	<u>135</u>	<u>5 SFDs</u>
	261	*11 SFDs

*SFDs include only new detached single-family dwellings and do not include duplexes, ADUs, townhouses, apartment units etc.

B. New Commercial Projects

Salida:

- **7865 W. Hwy 50:** A permit was issued for an alteration at Wal Mart.
- **232 G. Street:** A permit was issued for an upgrade to the refrigeration equipment at Safeway.

Buena Vista

- **519 Antero Circle:** A permit was issued for an alteration of this building.
- **28374 CR317:** A plan change was approved for the generator at the HRRMC clinic in BV.

Inspection Totals

- We performed 714 field inspections in the month of January.
- We issued 45 certificates of occupancy in January.

II. Planning & Zoning

A. Land Use Code:

- The amendment to Article 7.7.2, the Airport Overlay District was heard at the September 29, 2020 regular meeting and was recommended for approval. The amendment was heard by the BoCC on October 13, 2020 and approved. The Resolution was to be heard by the BoCC on November 4, 2020 when staff noted an error in the densities shown in Table 7.7.2 necessitating re-review by the Planning Commission. This was heard by the PC on January 5, 2021 and is scheduled to be heard by the BoCC on **February 9, 2021**.
- Changes to the Marijuana Optional Premises Cultivation setbacks in Article 7.8.22 have been requested by the owner of a facility. This was discussed by PC & BoCC in a joint work session on February 25, 2020 with consensus for a change and never scheduled for public hearing. The amendment was heard by the PC in work session on January 5, 2021 and in public hearing on January 26, 2021, where the amendment was recommended for approval. This LUC amendment will be before the BoCC on **February 16, 2021**.
- An amendment to LUC Article 4.2.6, Special Events Permits has been proposed by a member of the general public. This amendment proposes that permits be required for all special events that involve amplification, admission or a commercial use. This application will be heard by the Planning Commission in work session on **February 23, 2021**.

B. Land Use Current / Pending / in progress:

Applications Scheduled for Public hearing:

- The Shaw Ranch Major Subdivision Sketch Plan at 7380 CR 221, east of Maysville, proposes 8 Lots on 74.4 acres. Lots will range from 2.4 to 34.7 acres. This application was to be heard by the Planning Commission on January 5, 2021 and by the BoCC on January 19, 2021. The application was continued by the Planning Commission to January 26, 2021 to allow review of the late submittal of a large document containing technical information by the applicant. At the January 26 meeting the Sketch Plan was recommended for approval by the Planning Commission. The application is currently scheduled to be heard by the BoCC on **February 9, 2021**.
- Scenic Acres Minor Subdivision sketch plan at 12764 W Highway 50 proposes to divide 5.73 into 2 lots of 2.44 and 3.27 acres. This application was before the Planning Commission on **February 2, 2021**.

- The Reynolds Property Plat Amendment of Lot 1 Pinon Ridge East Subdivision proposes the relocation of the originally platted building envelope. This application was before the BoCC on **February 2, 2021**.
- The Cooper Property Minor Subdivision Final Plat at 9325 CR 160 and 9693 CR 163 proposes to divide 16.73 acres into 3 – 2 acres lots and a 10.73 acre lot. The sketch plan was approved for agency review by the Planning Commission on September 29, 2020. The applicant appealed elements of the approval and this was heard by the BoCC on December 8, 2020 and approved in part. The application was sent for agency review. The Final Plat application will be before the Planning Commission on **February 23, 2021** and the BoCC on **March 9, 2021**.
- The Ogden Major Subdivision sketch plan at 12806 CR 190E proposes the division of the 20.14 acre Lot 2 of the Ogden Heritage Water Subdivision Exemption into 5 lots of 2.03 acres each. This application will be before the Planning Commission on **February 23, 2021** and before the BoCC on **March 9, 2021**.
- The Schalit and Forrester Boundary Line Adjustment at 7857 and 7893 CR 150(Schalit and Forrester respectively) seeks to eliminate the encroachment of a stable onto the Forrester property with no change in the acreages (to 0.00 acres) and with the stable to clear the property line by 3', which setback complies with the Commercial zone. This application will be before the BoCC on **March 2, 2021**.
- Public Service Company of Colorado (dba XCEL Energy) has applied for a height variance to facilitate re-construction of the 6905 transmission line which runs (in Chaffee County) from near the top of Poncha Pass to the Xcel substation west of Poncha Springs. The line is noted as over 100 years old, with the last re-construction in 1945. This line is considered existing critical local infrastructure and is not subject to the requirements of LUC Table 2.2. The existing poles range from 30-55 feet. The height variance request is for 40 to 115 feet (a 5-90 foot variance) with the most common height to be 75 feet (a 40 foot variance). This Application will be before the BOARD OF ADJUSTMENT on **March 10, 2021**.
- The Joplin Properties, LLC application to vacate roadways adjacent to Block 16 in Nathrop will be before the BoCC on **March 16, 2021**.

Recently Approved, Denied or Withdrawn Applications:

- The Bainbridge Heritage Water Subdivision Exemption at 12500 CR 190E proposes division of a 35.52 acre parcel into a 2.09 and 32.901 acre tract. 0.53 acres are dedicated for County Road 190E. This application was before the BoCC on January 12, 2021 and approved.
- The Valley View School Subdivision Exemption for Public Benefit at 9051 CR 140 is "Clean Up" of land divided and deeded to the Salida School District without County approval. This application was before the BoCC on December 8, 2020 and continued to January 12, 2021 to address concerns brought up by James Richardson. At the January 12 meeting it was decided that the Exemption for Public Benefit could be approved, properly vesting

title in the School District, with the transfer to the County to be addressed at a later action.

- The Olson Heritage Water Subdivision Exemption at 7600 CR 111 proposes the division of a 5.11 acre parcel in two lots of 3.03 and 2.08 acres. This application was before the BoCC on January 12, 2021 and approved.

Applications Requiring Applicant Action:

- The Aspire Tours application for Limited Impact Review at 11302 CR 190W proposes an Outfitting Facility, a Commercial Campground and a Seasonal Employee Campground on a 44-acre parcel. This application was to be heard by the Planning Commission on February 25, 2020 but was continued to March 31, 2020 at the applicant's request. The application was before the Planning Commission on July 7, 2020 and further **continued to a date uncertain** to allow the applicant to provide a water supply study and traffic study of the property.
- The Morrison Heritage Water Subdivision Exemption at 15974 CR 306 proposes the creation of one lot and one outlot in conjunction with a Minor Subdivision. The HWSE was heard by the BoCC on November 19, 2019 and approved. The Minor Subdivision was heard by the PC on November 19, 2019 and was recommended for approval.
- Ruby Mountain Minor Subdivision sketch plan, located east of the Arkansas River adjacent to the Ruby Mountain campground, proposes to divide a 19.7-acre parcel into two lots. This application was before the PC on January 29, 2019 and recommended for approval. The application will be sent for agency review upon receipt of the final submittal.
- El Rancho Vaquero Minor Subdivision north of the Buena Vista rodeo grounds proposes to divide the outlot created by the Heritage Water Subdivision into 3 lots of 9.6 to 9.8 acres. The Minor Subdivision was before the Planning Commission on February 26, 2019 and recommended for agency review. Road dedication issues are trying to be resolved with BV.

Out of Compliance Applications:

- Estates at Mt. Princeton Phase II & III (OLD) are required to be completed by 06/08/2015 (sketch plans for multiple filing subdivisions are valid for a maximum of 5 years under the old regulations). The PUD development agreement also refers to a five-year term, requiring that all phases have final approval within 5 years. Staff had a pre-application meeting with the applicant on 6/4/15. This subdivision is out of compliance. Staff met with representatives of Mt. Princeton Holdings and Phelps Engineering on September 30, 2019 and it was agreed that Phases II & III will need to be considered as a new application. A replat of lots in Phase I was also discussed. No application has been submitted to date.
- Whispering Pinons Acres Major Subdivision Sketch Plan at 11341 CR 206, west of the Poncha Springs Cemetery, proposing 12 lots on 40 acres was heard and approved by the BoCC on March 13, 2018. Staff granted a 6-month extension to submit the preliminary plat through September 13, 2019. We have not heard from the applicant. This application is out of compliance.

C. Nestle Waters: On September 3, 2019 Nestle submitted an application for extension of their 1041 permit without amendment. The BoCC considered a continuance of this hearing on April 7, 2020, and eventually, hearing dates of October 20, and 22, 2020 were set for the Fairgrounds. At the meetings, staff reports, expert testimony, opposition presentation, public comment and applicant rebuttal took approximately 13 hours after which, the public comment portion of the application was closed. Deliberation by the BoCC occurred on November 5, 10, and 17, 2020 at which time the BoCC determined a need for an economic impact study. The contract for the study was considered at the December 8, 2020 meeting and approved for signature at the December 15 meeting. The hearing was continued to January 19, 2021 for Nestle to respond regarding biodegradable bottles and the permit was extended to August 4, 2021 to allow for submittal, review and comment on the economic impact study.

D. Subdivisions subject to SIA with Lot Sales Restrictions:

1. Estates at Mt. Princeton: LSR on Phase 1, Lots 10 and 16-27; was extended through June 27, 2019. Staff met with the applicant on September 30, 2019, see out of compliance applications.
2. River Meadow Estates Addition, Fil. 1-4; LSR was extended through October 20 2029
3. Shikoba Acres Fil. 2: LSR was extended through July 6, 2023.
4. Bos Minor Subdivision: LSR on all 4 lots through November 11, 2019. This will require extension.
5. Chipeta Meadows Minor Subdivision: LSR on Lot 1 through July 13, 2019. This requires extension
6. Longhorn Ranch: Chaffee County holds an escrow account of \$10,000 for completion of improvements.
7. Oak Leaf Solar Farm: Improvements and Maintenance Agreement through July 27, 2019. The applicant has submitted the funds required by the Improvements Agreement and has submitted an application for the building permit. Construction is complete. The landscaping of the property has been completed and staff inspected the improvements on July, 16 2020 at which time it was noted that the irrigation system was not functional and that some of the plantings did not look healthy or were dying. The release of funds was before the BoCC on July 21 and this item was continued to August 11, 2020 and then September 8, 2020 to allow the applicant to repair the irrigation system, attend to the plantings and allow staff to do another site visit. Staff visited the site again on September 4, 2020 and found the plantings to be taking hold and the irrigation system to be functional. At the September 8 hearing the BoCC approved release of one-half of the escrow funds and set another review of the landscaping at the first meeting in May of 2021.
8. Rafter's Roost: Improvements and Maintenance Agreement through October 31, 2021 for Phase I and through October 31, 2024 for Phase II.
9. Strother Minor Subdivision: LSR through July 7, 2023.

E. Violation Investigations

1. Staff is looking into a possible violation of camping on private land regulations for a property in Trout Creek Meadows.

III. Engineering

A. Road and Bridge

1. Granite Bridge: See section E. Engineering projects.

B. Plan Review

1. Staff reviewed the following plans:
 - a. Staff reviewed the Cooper Minor Subdivision,
 - b. Staff reviewed Shaw River Ranch Subdivision response to PZ staff report.

C. OWTS Program

1. In January staff reviewed 13 OWTS designs. Issued 13 OWTS permits and 3 are on hold.
2. Staff was contacted by the BV public works director to take over the responsibilities of evaluating all septic systems within the BV water protection district.

D. Regional engineering plan review and inspection

1. On 1-21-21 staff investigated a complaint regarding an unstable and dangerous barbed-wire fence on County Road 240. Staff concluded that the fence post are not unstable and the barbed-wire fence does not pose a threat to people or wild-life. Furthermore, the county does not have a regulation in place that could mandate the repair of the fence.

E. Engineering Projects

1. Army Corp Of Engineers, "Waters of the USA", violations:
 - c. 30450 CR 371; No new news to report
2. Salida Airport Beacon Tower:
 - a. Staff contacted the County's Xcel account manager (Gene) and requested that the counties new service application be expedited. Our application for a new service will be processed in March instead of the expected August 2021.
3. Fair grounds:
 - a. North building:
 - i. Heating/cooling units have not passed final inspection,
 - ii. Garage door motors have been installed,
 - iii. Weather stripping around garage door has not been installed,
 - iv. Drinking fountain has been installed and is operational,
 - v. Staff is researching the costs to remodel the North Building.
 - b. Camper dump: the camper dump drain, water and concrete curb has been installed. A concrete pan will be poured in February.
 - c. Master plan update: Fairgrounds events coordinator, County administrator and staff met with Design Concept to discuss updating the Fairgrounds Master plan.
4. Chaffee County Administration Building:
 - a. No new news to report.
5. Public Safety Building BV:
 - a. Staff has organized and prepared for the interview/presentations on February 3,



6. Granite Bridge rehabilitation:
 - a. Staff has contacted CCI regarding extending the grant to 2023. CCI responded positively to the request. Staff must prepare a formal extension request and that must be approved by CCI, CDOT and the FHA,
 - b. Staff is researching alternatives to replacing the bridge if the grant extension is not approved.
7. Decker Fire recovery:
 - a. Construction started on June 22, 2020; the grant ended on 12-24-2020.
 - b. On 1-26-2021 staff received the final engineering approval from the NCRS Colorado head engineer,
 - c. Staff finalized the as-built drawings 3 times in January.
8. Chaffee County EMS/911 communication tower fencing:
 - a. No new news to report.
9. Short term rentals (STR):
 - a. In an effort to increase the efficiency of STR application processing, I shifted review of all applications for building, planning and zoning and OWTS to Gary Greiner. In the beginning of January there were 90+ applications, they have all been processed and there are currently 45 on hold.



OFFICE OF HOUSING

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Item 14.

Directors Report to the Board of County Commissioners for activities in January 2021

- Multi-Jurisdictional Housing Authority
 - Board members have been appointed to represent all jurisdictions;
 - The two “At Large” Board members were appointed during January, with the additional recommendation of creating an alternate for the at large positions. This recommendation will go before the inaugural board once they convene.
 - Plans for Board Development are underway, including the following:
 - DOLA, Christy Doon, Board Training
 - Housing Colorado, Elena Wilkins, Legislative Update
 - Gunnison Valley Regional Housing Authority, Jennifer Kermode, Q/A with a rural MJHA Director.
 - Panel discussion from current regional housing partners including UAACOG, Chaffee Housing Trust, and Habitat for Humanity.
 - Strategic Planning is scheduled to begin shortly after Board Development is complete.
 - Planning has begun for an update to the 2016 Housing Needs Assessment, which was based on 2014 data. Ideally, this update would be initiated in January 2021 and be completed by the end of first quarter 2021.
 - EPS, who completed the 2016 HNA, will be submitting a proposal for the update.
 - Using the updated HNA, we plan to engage Williford Consulting to establish a Housing Plan.
- Salida Housing Development Corporation
 - Serving on the Board of Directors for the SHDC, I continue to act as a liaison between Cardinal Capital, the Low-Income Tax Credit developer, DOLA-DOH, and CHFA.
 - An application for Low Income Tax Credits has been submitted to CHFA for the project on February 1, 2021.
 - An application for place-based rental vouchers to subsidize the 13 permanent supportive housing units has been submitted to DOLA-DOH; these vouchers will be administrated by the UAACOG.
 - CHFA will make award announcements mid-May 2021.
 - Should this application not receive the 9% LITC Credits, we could conceivably apply for the 4% credits; should this come to fruition, the BOCC may want to consider allocating their 2021 Private Activity Bond issuing authority to this particular project.
 - Appreciation and Gratitude to our service providers committed to make this project work, by providing their supportive services onsite, including the Department of Human Services, Department of Public Health, and Solvista Health.

- Health Disparities Grant Program
 - First Quarter 2021: We will host a discussion on Special Districts, Subject Matter Expert: TBD, but currently engaging representatives from DOLA as well as the Special District Association of Colorado.
 - Second Quarter 2021: GIS training for Planning, Evaluation, and Forecasting, Subject Matter Expert: Colorado Mountain College.
 - A GIS Evaluation scope of work has been submitted for quotes to the following:
 - Tetra Tech
 - Innovate Team
 - Ascent Geomatics Solutions
 - Sanborn
 - Frontier Geo Tek
 - Quantum Spatial
 - Wolpert
 - Pointer Consulting
 - North Line GIS

A consultant should be selected by February 20, 2021. A copy of the request for quotes is included as Attachment A to this report.
 - “We Are Chaffee” Storytelling Initiative:
 - Dinner and A Movie!
 - This online event is set for February 25, 2021 6:00pm
 - Pre-registration provides participants with a \$50 gift certificate for dinner, or registrants can donate their dinner funds to the Chaffee County Community Foundation.
 - Please register here: www.housinghealthchaffee.org
 - All grantees receiving CDPHE’s HDGP funds are planning a grant-end event to showcase the work completed under the grant. This event will occur in second quarter 2021, and will be recorded and distributed post event.
- Salida Planned Housing Development: “Jane’s Place”
 - The Director of Chaffee County Community Foundation is taking the lead on the Capital Campaign for this project, now being referred to as “Jane’s Place” in honor of Jane Whitmer.
 - Early philanthropic financial commitments are beginning to be made, including \$50,000 from the Central Peaks Regional Council of the El Pomar Foundation, \$100,000 from the Molly Grether Foundation, and more.
 - After obtaining approval from the inaugural Chaffee Housing Authority Board of Directors, I will continue working to get this project through the entitlement process.

- Rental Deposit Guarantee Program
 - Our Housing Support Specialist (Ryan Sailors) has completed a records management audit of the program, and is working to ensure consistent processes are in place.
 - A press release was sent out through the County’s Public Affairs Officer, announcing remaining funds in the Rental Deposit Guarantee Program, as well as a new contact phone number and email address. A copy is included as attachment B to this report.
 - New contact information for the program are:
 - (719) 626-1451
 - RDGP@chaffeecounty.org.
- Oxford House: Sober living and re-entry housing
 - Working with Public Health Special Projects Manager Mike Orrill, Department of Corrections Take TWO program manager Melinda Nedd, Oxford House employee Mattaeo Littlebird, and two Buena Vista employers to explore the Oxford House model and determine if it may meet our community’s need for sober living environments, peer support, and ex-offender housing.
 - The purpose of the Oxford House is “a concept in recovery from drug and alcohol addiction. In its simplest form, an Oxford House describes a democratically run, self-supporting and drug free home.” More information can be found here: <https://www.oxfordhouse.org/userfiles/file/index.php>

Community Partnerships

- Homeless Services: The 2021 Point in Time County was conducted primarily by the Chaffee Hospitality Inc. Data has been submitted to the Regional Continuum of Care, then it will be rolled up into statewide data, and then up into Federal data. Point in Time census results will be shared as soon as it becomes available.
- Colorado Housing Finance Authority: I served on a CHFA focus group to offer input/feedback on their upcoming rural communities development guide, as part of their Small Housing Innovative Program, soon to roll out.
- Colorado Mountain Housing Coalition: As President of the Colorado Mountain Housing Coalition, I am working with the executive board to establish a series of Zoom workshops during 2021, in lieu of the CMHC Annual Meeting. The Board members hosted listening sessions throughout January to solicit input on workshop session topics.
 - Topics include the following:
 - Mountain Migration, CAST & NWCCOG Study
 - CHFA’s CHIP Program
 - Inclusionary Housing Panel Discussion
 - Homeless Services in Rural Colorado

- El Pomar Foundation’s Central Peaks Regional Council: The El Pomar Foundation Fellows who convene the Central Peaks Regional Council asked me to weigh in on our community’s needs for post-pandemic recovery. I have convened them with Commissioner Felt, DHS Director Henson, Public Health Director Carlstrom, Buena Vista School District Superintendent Yates, and Salida School District Superintendent Blackburn.
- KHEN Podcast: On January 12, 2021, KHEN hosted me in a podcast regarding the Chaffee Housing Authority. The podcast can be found here: <https://www.khen.org/affordable-housing-report>
- Double Wide Dudes Podcast: On January 27th, I was interviewed on Double Wide Dudes Podcast, hosted by a manufactured home company based in Texas, regarding our Housing+Health initiative. The podcast can be found here: https://www.youtube.com/watch?fbclid=IwAR2IxUHyR0CfaKAvD7afePuxhowYynyFiYqX5V_10FdzQFQiP0wmLdJg8_Y&v=DUqQHAbseqI&feature=youtu.be
- League of Women Voters: I presented an update on housing activities in Chaffee County to the League of Women Voters on January 11, 2021.

Professional Development

- On January 14, 2021, Marcella Post, of the County Legal Department, trained myself and Ryan Sailors, our Housing Support Specialist, on how to submit a contract to the legal team for review and approval. Many thanks to Marcie!
- January 15th: Rocky Mountain Public Health Training Institute: How to design effective virtual meetings.
 - This was a very helpful free training for Health Disparities Grant Program participants which highlighted some of the tools available on Zoom as well as pre-meeting planning.
- January 22, 2021: STRUM College of Law and Rocky Mountain Land Use Institute: Zoning reform and Affordable Housing
 - Many of the zoning reform concepts presented during this session are already in practice, or being considered, in Chaffee County.
 - Post event, I hosted a debrief Zoom meeting for others who attended to discuss what we had heard and learned.

Attachment A:



**Request for Quote:
Statement of Work for
Geographic Information System Needs Assessment,
Recommendation, and Implementation Plan**

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Introduction:

Chaffee County, Colorado is seeking a Consultant to conduct a GIS Needs Assessment and Implementation Plan.

Chaffee County, Colorado is located in the central Rocky mountains and includes the Town of Buena Vista, the Town of Poncha Springs, and the City of Salida. The population is roughly 20,000 and growing quickly. Each of the four jurisdictions operates their own Geographic Information System (GIS) in a limited fashion, independent from one another, and are working together to attract a qualified consultant to evaluate the existing structures and make recommendation on how we might combine and leverage GIS resources county-wide.

A Planning Collaborative is guiding this process. The Collaborative consists of paid professional planners and GIS staff from each of the four jurisdictions within Chaffee County, along with the Director of Public Health, Director of Housing, Director of Envision Chaffee County, and Director of the Chaffee County Economic Development Corporation.

Our goal is to increase and diversify the use of GIS for planning and evaluation purposes, infrastructure maintenance and management, emergency management, and natural resource management as well as reduce redundancies in our current operating structures. This initiative is inclusive of the following jurisdictions: Town of Buena Vista, Town of Poncha Springs, City of Salida, and Chaffee County plus currently compiled and salient data relative to public and state lands, for a full county-wide cross jurisdictional approach.

All jurisdictions participating in this initiative have interest in a coordinated approach to GIS management and implementation, including the following:

- A central repository for GIS data layers;
- Public access to certain GIS data layers;
- Use of GIS for long-range planning (housing analysis, land use change, growth scenarios, etc.);
- Cost-benefit analysis for potential developments;
- Land use and infrastructure mapping and analysis;
- Emergency Management planning and execution;
- Natural resource management, including county wide forest health and wildfire mitigation planning and community wildfire protection plan implementation, wildlife habitat assessment, all-lands planning, cross jurisdictional recreation planning, and hazard identification, including flash flooding, rockfall, avalanche, debris flows, fluvial hazards, and earth slumping and movement (these may be available from other sources or Chaffee County may need to hire this out);
- Transportation planning;
- Field access to GIS data for review and input;
- Ability to use GIS Systems to support data collection.

Existing Systems:

Each jurisdiction within Chaffee County has their own GIS system; the needs assessment and implementation plan we are seeking will assist leaders in each jurisdiction make an educated decision on how these disparate systems might merge in the future. Appendix A illustrates each jurisdiction's scope and goals.

A partial list of existing layers can be found in Appendix B.

Expected Activities:

The successful consultant is expected to conduct a GIS Needs Assessment, Recommendation, and Implementation Plan.

This review should answer some of the following types of questions:

- Is there a need for a centralized repository for enterprise data?
- Is there a central point available to the enterprise for serving data and data storage?
- Is the system, both network and hardware, adequate to support enterprise GIS data traffic?
- Is the current software sufficiently robust for the enterprise?
- What other opportunities are available to leverage current data, geospatial models and technology to increase efficiencies, decrease costs and/or better use data?

Evaluate GIS Infrastructure:

Examine and catalogue existing GIS infrastructure across jurisdictions, including the existing network(s), servers, tabular and relational databases, asset inventories, non-GIS information, and GIS-related software technologies.

Evaluate GIS Datasets:

Examine and catalogue all existing GIS layers, GIS-enabled spatial databases, associated location-based databases, and other enterprise databases.

The same criteria for evaluating the GIS data—foundational, intra-departmental/jurisdictional, and departmental/jurisdictional—should be applied to existing tabular and non-GIS databases. External traditional tabular and non-GIS databases should also be included in the evaluation for potential enterprise applications for interdepartmental data sharing through the GIS. The evaluation should also include a review of hard-copy, static, historical, and CAD atlases and maps to ensure that all data is reviewed for potential application to the enterprise GIS.

Evaluate GIS Resources:

Identify and catalogue all potential GIS resources, including all other nontypical GIS-related resources such as (but not limited to) the following:

- Inter-governmental Personnel, Governance, and Administration**;

- Existing tabular and non-GIS databases;
- Hard-copy maps or atlases;
- Existing geospatial models and opportunities to leverage this data for partner benefit;
- City, County, and Community personnel capacity and training needs;

(**Evaluation of personnel should include skills, abilities, educational attainment, and experience using GIS, databases, and information systems. This evaluation should then be analyzed to determine how these resources and their capacity align with the needed skill sets to operate an enterprise GIS. A review of existing and potential job descriptions, and the training requirements for the potential implementation should also be included.)

Evaluate Redundancies:

Identify redundancies in data storage, data maintenance, and other areas that exist in the current environment, then graded as data that is necessary and required, data that is not necessary, and data that can potentially be eliminated.

Evaluate Public Health Outcome Integration:

Work with CDPHE to determine the most efficient way to import Public Health Outcome data from CDPHE's data sets into Chaffee County's Data sets and establish a method to ensure this occurs yearly.

Expected Deliverables:

Conceptual System Design with an Implementation Plan

After evaluating the existing GIS infrastructure, the consultant will outline prepare the following:

Deliverable 1: Provide a written and oral presentation, documenting the entire evaluation, including the catalogue of assets, and recommended implementation plan and associate costs.

Deliverable 2: Provide a recommended plan for implementing a collaborative GIS system within Chaffee County. The plan should detail the required resources for achieving the county's GIS goals, which may include any or all of the following:

- A central repository for GIS data, sharing of data between departments and jurisdictions;
- Public access to certain geospatial data layers;
- Use of GIS for long-range planning;
- Tracking of ongoing projects;
- Housing and land use modeling and analysis;
- Use/update/leverage existing community wildfire protection and recreation planning models for broader benefit, ability to efficiently update layer, use of geospatial data to increase county/city staff efficiency and accelerate planning.

Deliverable 3: The consultant will assess and include cost estimates for any upgrades to the enterprise GIS system at Chaffee County including hardware, software, staff, and training.

Deliverable 4: An established process for importing Public Health Outcome Data Layer(s) directly from CDPHE, annually, as well as the most current layer.

Expected Results:

A successful consultant will provide the Planning Collaborative with a report and presentation documenting the GIS assets we currently have, offering an evaluation of, and offer recommendations on, the appropriateness of an enterprise GIS system. Specific recommendations should also include the following:

- Information technology infrastructure needed;
- Additional staffing needed;
- Cost Sharing options for integrated use throughout the jurisdictions;
- Draft Memorandums of Understanding for integrated use throughout the jurisdictions;
- Appropriate Public facing access;
- Professional Development recommendations;
- Data Standards;
- Software recommendations;
- Training Recommendations;
- Prioritized list of opportunities relative to cross jurisdictional use of geospatial technology;
- Prioritized list of early wins to immediately capture value from geospatial collaboration / tool use;
- Phase II implementation to capture the top 1 to 3 early win opportunities as agreed by the team;
- Five-year plan of action.

Qualifications Expected:

The successful consultant will demonstrated prior experience in conducting GIS user needs analysis and guiding the development, goals, and objectives to improve efficiency and effectiveness of GIS systems and infrastructure.

The selected consultant will be experienced with the entire ArcGIS platform, including ArcGIS Enterprise, ArcGIS Server, ArcGIS Online, Portal for ArcGIS, ArcGIS Desktop, and ArcGIS Pro. The consultant should have a thorough understanding of GIS data formats, including, but not limited to, the following: shapefiles, personal and enterprise geodatabases, GRID, GeoTIFF, GeoJSON, KML/KMZ, CAD, CSV, and GPX.

The consultant should also have a thorough understanding of web mapping, the publishing of map services, and the establishment of GIS data portals. Additional expectations include:

- Regular, standing communications with all participants and the Planning Collaborative;
- Keeping the project on an agreed upon timeline.

Submittal Requirements

Interested consultants should respond to this Statement of Work with the following:

1. **Cover Page:** A cover page identifying the Consultant by company name and address; a signature, printed name and title of the authorized representative; and a contact person, with title, phone number, email, and website addresses.
2. **Project Understanding/Approach:** Briefly describe your understanding of the project objectives and address your approach to the major elements outlined in the statement of work. You may include any additional tasks you believe may add value to the project.
3. **Experience:** Please identify recent projects that you have completed which are most similar to this plan. Please include project dates, completion times, key staff who worked on the projects, a list of deliverables, and final costs. Also include references for the projects, including a client contact person with an email address and a telephone number.
4. **Team Qualifications:** Identify your proposed team, including key staff members who will be assigned to this project. Provide brief resumes (less than one page) for each as well as the tasks they will perform on this project.
5. **Schedule:** Provide a project schedule with work tasks and key milestones for accomplishing the scope of work. Identify and describe these work tasks with an estimated percentage of overall effort that each task will require. Work May 30, 2021.
6. **Cost Proposal:** Provide a cost proposal based upon your understanding of the statement of work, tasks and schedule.

Proposed Project Schedule:

February 1, 2021	Request for Quote and SOW Distributed
February 12, 2020	Proposals due to bgray@chaffecounty.com
February 19, 2020	Consultant will be selected
April 19, 2021	Needs Assessment and Implementation Plan completed.
April 20 – 30, 2021	Presentation to Planning Collaborative
May 1-15, 2021	Presentation to each jurisdictions' governing bodies.
May 30, 2021	All activities under this statement of work must be complete.

Contact

Interested parties should direct questions to, and submit their responses to:

Becky Gray
 Director of Housing
bgray@chaffecounty.org
 719-239-1398

Appendix A:

	Departments currently using GIS	Field-based implementation (current or future)	Number of staff currently use GIS. Number of potential users in the future.	Does the City/Town have an implementation of ArcGIS Server?	Does the City/Town have a subscription to ArcGIS Online?	Which Esri license level does the City/Town use?	Does the City/Town intend to allow public access to any GIS data layers in a public data portal?
Chaffee County	Assessor Development Services Weed Control	Weed Control (future)Community Wildfire Protection Plan (current, with Envision Chaffee County) Recreation Plan implementation. (current, with Envision Chaffee County) Campsite Collector (current, with Envision Chaffee County) Expanded Campsite Collector, to include city rec assets and actions. (future, with Envision Chaffee County)	Current: 4 editing licenses (3 with Assessor and 1 with Development Services) Future: To Be Determined	No	Yes, included with ArcGIS.	1 Advanced 3 Basic	There is no public access bulk download available at this time. KML files can be selected and downloaded from the public facing Assessor Database.
Buena Vista	Planning Public Works (minor) Fire department (minor)	Infrastructure locates (future)	Current: 1 in Planning Future: 4 or 5.	Yes	Yes	2 Basic Desktop	Primary goal is internal use. Secondary goal is public use of appropriate layers.

<p>Poncha Springs</p>	<p>Public Works Administrative Planning</p>	<p>Review during locates (future) Locating curb stops, meters, etc. (future) Identifying valves to isolate a water main (future)break Exact locations of valves and meters (future)</p>	<p>Current: 4 Future: To Be Determined</p>	<p>Yes</p>	<p>Yes</p>	<p>ArcGIS Online Creator (Formerly Level 2 Named User) Term License</p>	<p>Primary goal is internal use. Secondary goal is public use of appropriate layers.</p>
<p>Salida</p>	<p>Public Works Parks and Recreation Administrative Planning</p>	<p>Locates for Water, sewer, storm Asset Management and condition assessment Prelim design for improvements and coordination with surveyors and engineers Land use planning/mapping infrastructure cost-recovery areas Floodplain management City tree management Parks irrigation systems</p>	<p>Current: 5 Future: To Be Determined</p>	<p>Yes</p>	<p>Yes</p>	<p>(2) ArcGIS Desktop, (8) Online Level 1</p>	<p>Primary goal is internal use. Secondary goal is public use of appropriate layers.</p>

Chaffee County Office of Emergency Management	Planning Situational Awareness	<ul style="list-style-type: none">• Damage assessments• Critical needs assessment• Inventorying wildfire mitigation.	Current: 1 Future: To Be Determined				
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Appendix B:

Chaffee County uses esri, containing the following layers:

CHAFFEE_PARCELS
 Sub_Lots_Chaffee
 Subdivisions
 Townsite_Lots
 Townsite Blocks
 Street_Segments
 City_Limits
 Townsite_Limits
 SectionsChaffee
 Twnshp_rngChaffee
 Tax_Districts_Chaffee
 Railroads_Chaffee
 Summits_Chaffee
 Tax_Districts_Chaffee
 Lakes_Chaffee
 Hydro_Chaffee
 Ditches_Chaffee
 S_Flood_Haz_ar
 Chaffee_Zones
 Chaffee_mining_claims

Envision Chaffee County has recently collated over 100 geospatial layers covering all lands in Chaffee County and used them to develop geospatial models related to wildfire risk mitigation and recreation management. Layers include spatial data for: wildfire probability and severity models, wildfire treatment prioritization, all planned and recent wildfire treatment projects,, community values at risk relative to wildfire (homes, one way in/out access, critical infrastructure (power, water, gas), spatial data on the 44 most important wildlife habitats in Chaffee County, complete data on recreation assets and recreate use), models on recreation impact to wildlife, models on recreation impacts to watershed health. Some of the available layers are listed below. A full list is available from Envision Chaffee County. Scope includes recommendations on how this extensive data and geospatial modelling can best be integrated and fully leveraged for the benefit of county-wide programs and partner goals.

Chaffee Wildfire Prevention Plan:

Treatment Priority Areas
 Complete Feasibility
 Mastication Feasibility

Mechanical Feasibility

RX Fire Feasibility

Complete Risk Reduction

ARWC Monarch Pass

USFS:

Grazing Allotments

Cleveland Mtn Project

Trout Creek Project

Poncha Loop Project

Railroad Bridge

Shavano Unit P1

Shavano Unit P2

Shavano Unit P3

Shavano Unit P4

Three Mile Prescribed Fire

Twin Lakes

BLM:

Grazing Allotments

Poncha Pass

Twin Lakes

CSFS:

Mesa Antero

Mount Princeton

Chaffee Chips:

Mt. Princeton Base

Coyote Valley

Chalk Creek

Mesa Antero

Methodist Front

Decker Fire Final Perimeter

DPW:

Bighorn Sheep Winter Range

Black Bear Fall Concentration

Elk Migration Corridors

Elk Winter Range

Lynx Potential Habitat

Mule Deer Migration Corridors

Mule Deer Winter Range

Golden Eagle nests

Northern Goshawk nests

Peregrine Nests
Prairie Falcon Nests
Dispersed Campsites

Chaffee Rec Plan

The in progress Envision Chaffee Recreation Plan has collated over 100 geospatial layers, including recreation assets (trails, roads, campgrounds, dispersed campsites), wildlife habitats (including the most important 44 habitat areas for the top 33 species of animals/insects/plants in the county), current recreation use (based on STRAVA data, trail counters and agency data) and other layers. The work also includes geospatial models of recreation impacts to wildlife habitat, recreation impacts to sediment entering waterways and recommended areas for/not for recreation development. Layers and models are available from Envision Chaffee County and are housed with the Chaffee County Assessor.

Attachment B:

RENTAL DEPOSIT GUARANTEE PROGRAM
 Chaffee County Office of Housing
 PO Box 699, Salida, CO 81201
<http://chaffeecounty.org/housing>

Contact the Rental Deposit Guarantee Program
 by telephone: (719) 626-1451
 by email: RDGP@chaffeecounty.org

FOR IMMEDIATE RELEASE

Rental Deposit Guarantee Program Continues

Salida, Colorado; February 1st, 2021: Launched by the Chaffee County Office of Housing on July 1st, 2019, with \$40,000 in startup funding from the Central Peaks region of the El Pomar Foundation, the Rental Deposit Guarantee Program continues to offer security deposit assistance to residents of Chaffee County. The program helps reduce the upfront costs associated with a new rental housing lease agreement by offering an interest-free Loan to the tenant and a Promissory Note to landlord, in an amount equal to the security deposit (not to exceed \$1,500). The tenant pays their security deposit in monthly installments over the initial term of their lease; once the tenant has repaid the RDGP loan in full, the funds are transferred to the Landlord.

Chaffee County Director of Housing, Becky Gray, said the program is a small step towards assisting Chaffee County residents with housing costs. “This program is designed to ease the financial burden of moving into a rental home,” said Gray. The initial costs of entering a lease can be over \$4,000 in many instances, including the first and last month’s rent in addition to a security deposit. This can deplete many households savings accounts, leaving them with scant resources to address other household needs.

Chaffee County residents who earn 100% of the Area Median Income or less, have good rental history, and can demonstrate the ability to pay the security deposit amount over the term of the lease (or twelve months, whichever is less) are eligible for the program. Presently, a single person household earning up to \$50,000 per year would be eligible.

Landlords would receive a Promissory Note from the Office Housing for the amount of the security deposit, and once the tenant has paid the security deposit in full, the Office of Housing will issue to check for the full deposit amount directly to the landlord.

“I appreciate the El Pomar Foundation’s commitment to addressing the housing affordability crisis. This program will leverage their funding nearly 100% while helping up to twenty-six households per year,” said Gray.

More information about the program can be found on the Office of Housing webpage, by calling (719) 626-1451, or by emailing the program at RDGP@chaffeeccounty.org.

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