



CITY COUNCIL REGULAR MEETING

448 E. 1st Street, Room 190 Salida, Colorado 81201
November 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/xAllQfSsmmO/vpfQhcsApYv_5?preview=1

CALL TO ORDER

Pledge of Allegiance

Swear in Elected Officials

Roll Call

Civility Invocation

1. Civility Invocation

CONSENT AGENDA

2. Approve Agenda

3. Approve November 2, 2021 Minutes

4. Elks Lodge Special Event Liquor License

5. Salida School District Swim Team Contract

CITIZEN COMMENT—Three (3) Minute Time Limit

UNFINISHED BUSINESS / ACTION ITEMS

6. **Ordinance 2021-17** AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO AMENDING CHAPTER 6 AND CHAPTER 16 OF THE SALIDA MUNICIPAL CODE CONCERNING SHORT TERM RENTALS, **SECOND READING AND PUBLIC HEARING**

NEW BUSINESS / ACTION ITEMS

7. **Resolution 2021-41** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO, APPROVING CITIZEN APPOINTMENTS TO THE PLANNING COMMISSION PURSUANT TO SECTION 2-7-10 OF THE SALIDA MUNICIPAL CODE

COUNCILORS, MAYOR AND CITY TREASURER REPORTS

Council Reports

- Critelli, Kasper, Naccarato, Pappenfort, Pollock, Templeton

Mayor Report

Treasurer Report

Attorney Report

Staff Reports

8. Staff Reports

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.

BOCC Report

[9.](#) BOCC Report

EXECUTIVE SESSION

10. For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e); and for a conference with the City Attorney for the purposes of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b), and the following additional details are provided for identification purposes: intergovernmental agreement and relationship, and active Chaffee County Court case.

ADJOURN



City Clerk | Deputy City Clerk

Mayor Dan Shore

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

November 02, 2021 - 6:00 PM

MINUTES

CALL TO ORDER

Pledge of Allegiance

Roll Call

PRESENT

Council Member Alisa Pappenfort

Council Member Dan Shore

Council Member Harald Kasper

Council Member Jane Templeton

Council Member Justin Critelli

Council Member Mike Pollock, arrived at 6:04 p.m.

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 Shore.

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

THE MOTION PASSED.

Approve Agenda

Approve October 19, 2021 Minutes

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.

Award a professional services agreement between the City of Salida and SEH Consulting for the City of Salida Local Agency Project for Streetscape and Pedestrian Improvements

Approving a Reduction of the Warranty Security for Quarry Station Subdivision Filings 2 & 3 in Poncha Springs

CITIZEN COMMENT—Three (3) Minute Time Limit

Brad Price, Caleb Hallet, Jerry Scavezze, and Don Potts spoke during Public Comment.

UNFINISHED BUSINESS / ACTION ITEMS

There was no Unfinished Business.

NEW BUSINESS / ACTION ITEMS

A Letter of Agreement with Artspace Projects, Inc. for Preliminary Feasibility and Creative Space Market Studies

Council Member Shore moved to approve a Letter of Agreement for Preliminary Feasibility and Creative Space Market studies with Artspace Projects, Inc., pending City Attorney review and approval, and instruct the City Administrator to sign the Letter of Agreement, Seconded by Council Member Critelli.

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

THE MOTION PASSED.

Resolution 2021-38 A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO AMENDING THE 2021 FEE SCHEDULES

Council Member Critelli moved to approve the Resolution, Seconded by Council Member Templeton.

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

THE MOTION PASSED.

Resolution 2021-39 - AN AMENDMENT TO RESOLUTION 2020-37 ESTABLISHING BUDGET AND APPROPRIATIONS BY FUND FOR THE CITY OF SALIDA OPERATIONS FOR CALENDAR YEAR 2021, PUBLIC HEARING

Mayor Wood opened the Public Hearing, hearing no comment he closed the Public Hearing.

Council Member Templeton moved to approve the Resolution, Seconded by Council Member Shore.

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

THE MOTION PASSED.

Resolution 2021-40 A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO APPROVING THE SUBDIVISION IMPROVEMENTS AND INCLUSIONARY HOUSING AGREEMENT FOR THE WEST END MAJOR SUBDIVISION

Council Member Kasper moved to approve the Resolution, Seconded by Council Member Templeton.

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

THE MOTION PASSED.

Ordinance 2021-17 AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO AMENDING CHAPTER 6 AND CHAPTER 16 OF THE SALIDA MUNICIPAL CODE CONCERNING SHORT TERM RENTALS

Critelli recused himself from the discussion.

Council Member Templeton moved to approve the Ordinance and set a Public Hearing for November 16, 2021, Seconded by Council Member Pappenfort.

Council Member Kasper moved to amend the Ordinance by directing Council to revisit the City's short-term regulations in December 2022, Seconded by Council Member Shore. With all in favor, the amendment passed.

Returning to Ordinance as amended,

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

THE MOTION PASSED.

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.

Ordinance 2021-18 AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO EXTENDING A TEMPORARY MORATORIUM ON THE SUBMISSION, ACCEPTANCE, PROCESSING AND APPROVAL OF ANY APPLICATION FOR A SHORT-TERM RENTAL LICENSE, AND DECLARING AN EMERGENCY, PUBLIC HEARING

Critelli recused himself from the discussion.

Council Member Kasper moved to approve the Ordinance, Seconded by Council Member Templeton.

Mayor Wood opened the Public Hearing, hearing no comment he closed the Public Hearing.

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

THE MOTION PASSED.

COUNCILORS, MAYOR AND CITY TREASURER REPORTS

Reports were given.

ADJOURN

Adjourned at 7:26 p.m.



City Clerk | Deputy City Clerk

Mayor P.T. Wood

Application for a Special Events Permit

Departmental Use Only

Item 4.

In order to qualify for a Special Events Permit, You **Must Be a Qualifying Organization Per 44-5-102 C.R.S. and One of the Following** (See back for details.)

- | | | |
|---|---|---|
| <input type="checkbox"/> Social | <input type="checkbox"/> Athletic | <input type="checkbox"/> Philanthropic Institution |
| <input checked="" type="checkbox"/> Fraternal | <input type="checkbox"/> Chartered Branch, Lodge or Chapter | <input type="checkbox"/> Political Candidate |
| <input type="checkbox"/> Patriotic | <input type="checkbox"/> National Organization or Society | <input type="checkbox"/> Municipality Owned Arts Facilities |
| <input type="checkbox"/> Political | <input type="checkbox"/> Religious Institution | |

| | |
|---|-----------------------------------|
| LIAB Type of Special Event Applicant is Applying for: | DO NOT WRITE IN THIS SPACE |
| 2110 <input checked="" type="checkbox"/> Malt, Vinous And Spirituous Liquor \$25.00 Per Day | Liquor Permit Number |
| 2170 <input type="checkbox"/> Fermented Malt Beverage \$10.00 Per Day | |

| | |
|--|---|
| 1. Name of Applicant Organization or Political Candidate Salida Lodge #808 Order of Elks | State Sales Tax Number (Required) [REDACTED] |
|--|---|

| | |
|---|--|
| 2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) 148 East 2nd Street (P. O. Box 967) Salida, CO 81201-2115 | 3. Address of Place to Have Special Event (include street, city/town and ZIP) 148 East 2nd Street (Club Level) Salida, CO 81201-2115 |
|---|--|

| | | |
|--|-----------------------------|--------------------------------------|
| 4. Authorized Representative of Qualifying Organization or Political Candidate Carl L. Hasselbink, PER and Secretary | Date of Birth [REDACTED] | Phone Number (719)530-8410 |
|--|-----------------------------|--------------------------------------|

Authorized Representative's Mailing Address (if different than address provided in Question 2.)
P. O. Box 331 Salida, CO 81201-0331

| | | |
|--|-----------------------------|--------------------------------------|
| 5. Event Manager Brandi L. Pugh, PER and Treasurer | Date of Birth [REDACTED] | Phone Number (719)221-0702 |
|--|-----------------------------|--------------------------------------|

| | |
|---|---|
| Event Manager Home Address (Street, City, State, ZIP) 604 "E" Street Salida, CO 81201 | Email Address of Event Manager brandipugh@outlook.com |
|---|---|

| | |
|--|--|
| 6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes How many days? <u>one (1)</u> | 7. Is the premises for which your event is to be held currently licensed under the Colorado Liquor or Beer codes? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes License Number <u>10-73458-0000</u> |
|--|--|

8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed? Yes No

List Below the Exact Date(s) for Which Application is Being Made for Permit

| Date | Hours | From | To | Date | Hours | From | To | Date | Hours | From | To | Date | Hours | From | To | Date | Hours | From | To | |
|----------|-------|---------|----------|----------|-------|----------|---------|------|-------|------|----|------|-------|------|----|------|-------|------|----|--|
| 11/26/21 | | 7:00 P. | 12:00 A. | 11/27/21 | | 12:01 A. | 7:00 P. | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | |

Oath of Applicant

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

| | | |
|---------------|--|-------------------------|
| Signature | Title Past Exalted Ruler and Secretary | Date 11/01/21 |
|---------------|--|-------------------------|

Report and Approval of Local Licensing Authority (City or County)

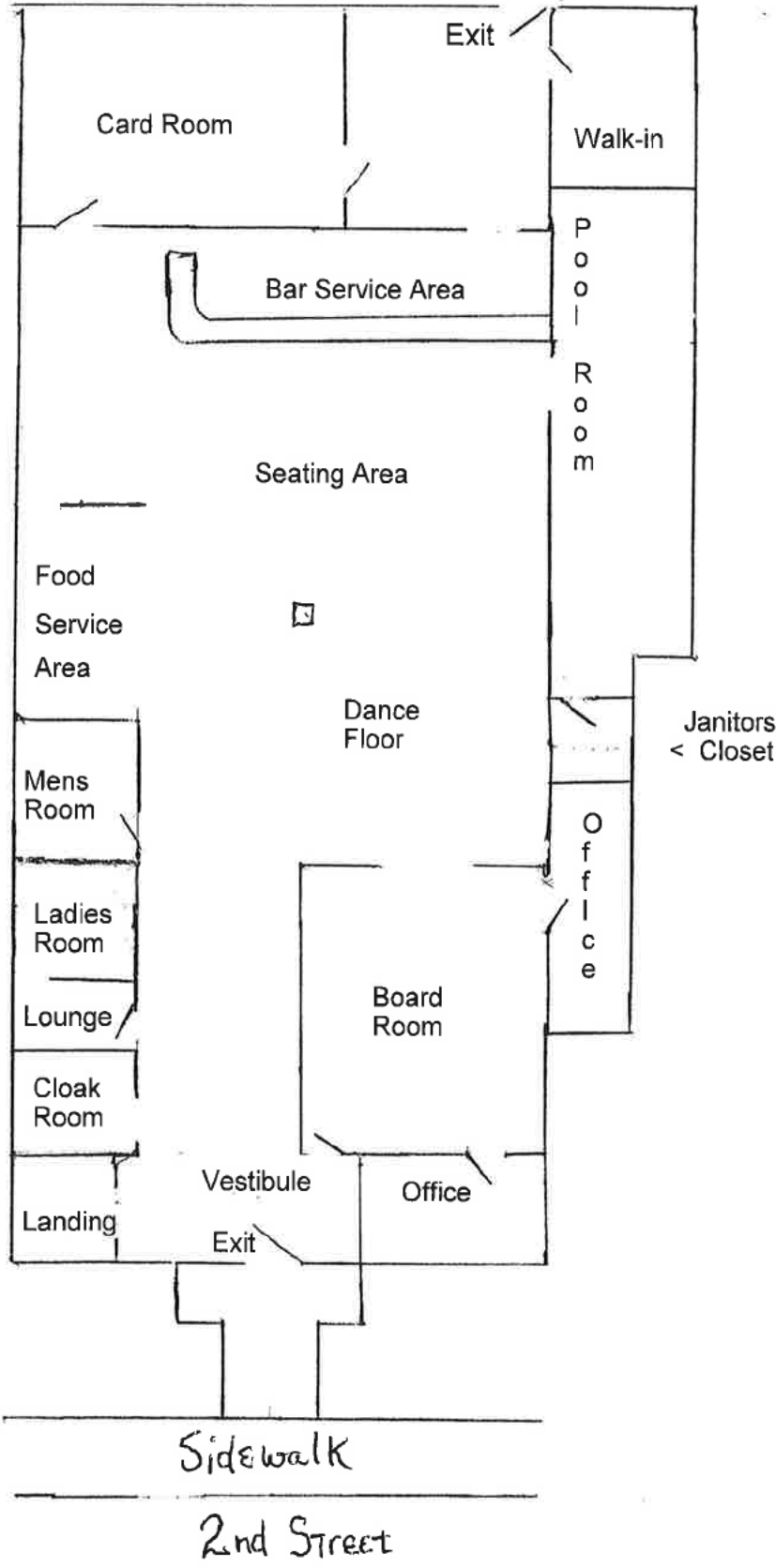
The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.

THEREFORE, THIS APPLICATION IS APPROVED.

| | | |
|--|---------------------------------|---------------------------------------|
| Local Licensing Authority (City or County) | <input type="checkbox"/> City | Telephone Number of City/County Clerk |
| | <input type="checkbox"/> County | |
| Signature | Title | Date |

DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY

| Liability Information | | | |
|------------------------|----------------|-------------------|-----------|
| License Account Number | Liability Date | State | Total |
| | | -750 (999) | \$ |



OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,
SALIDA LODGE NO. 808 OF THE BENEVOLENT AND PROTECTIVE ORDER OF ELKS OF THE UNITED STATES OF AMERICA

is a

Nonprofit Corporation

formed or registered on 10/03/1991 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 19911079196 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 01/05/2020 that have been posted, and by documents delivered to this office electronically through 01/07/2020 @ 08:48:32 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 01/07/2020 @ 08:48:32 in accordance with applicable law. This certificate is assigned Confirmation Number 12000196 .



Jena Griswold

Secretary of State of the State of Colorado

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



Business Home
Business Information
Business Search

FAQs, Glossary and
Information

Confirmation

| Details | | | |
|---|--|-----------------------|----------|
| Name | SALIDA LODGE NO. 808 OF THE BENEVOLENT AND F ORDER OF ELKS OF THE UNITED STATES OF AMERIC | | |
| Status | Good Standing | Formation date | 10/03/19 |
| ID number | 19911079196 | Form | Nonprofi |
| Periodic report month | October | Jurisdiction | Colorado |
| Principal office street address | 148 E 2ND STREET, SALIDA, CO 81201, United States | | |
| Principal office mailing address | PO BOX 967, SALIDA, CO 81201, United States | | |

| Registered Agent | |
|------------------------|--|
| Name | CARL L HASSELBRINK |
| Street address | 235 W. 6TH ST., SALIDA, CO 81201, United States |
| Mailing address | P.O. BOX 967, SALIDA, CO 81201-0967, United States |

I confirm that I am authorized to make changes.

[Terms & conditions](#) | [Browser compatibility](#)



Benevolent and Protective Order of Elks
Salida Lodge #808
P. O. Box 967
Salida, Colorado 81201
(719)539-6976



from ~the desk of Carl L. Hasselbrink, Secretary
November 1, 2021

I certify and attest that on October 25th during a regular meeting of The Board of Directors, Secretary Hasselbrink was directed to apply for a Special Use Permit for the evening of the Parade of Lights (Christmas Opening) on November 26th of 2021.

Carl L. Hasselbrink, PER and Interim Secretary



CITY COUNCIL ACTION FORM

| | | |
|---|--|---------------------------------|
| DEPARTMENT Parks and Recreation | PRESENTED BY Diesel Post - Parks and Recreation Director | DATE November 9, 2021 |
|---|--|---------------------------------|

ITEM

Salida School District Swim Team contract

BACKGROUND

The Salida School District Swim Team uses the Salida Hot Springs Aquatics Center each swim season for practices and meets. City staff have met with the Salida School District Athletic and Facilities Directors over the past month to negotiate the use of City and School facilities. Based on the extensive time that they allow for City programming in their gym space; we are keeping the same flat fee that we have charged in past years.

FISCAL NOTE

The City is charging the School District \$500 for the use of the pool for the 2021/22 season.

STAFF RECOMMENDATION

Staff recommends that the City enter into this use agreement with the Salida School District for the use of the SHSAC after review and approval of legal council.

SUGGESTED MOTION

A Council member should move to combine and approve the consent agenda.

USE AGREEMENT

THIS AGREEMENT entered into this 8th day of November, 2021, by and between **THE CITY OF SALIDA, COLORADO**, a statutory city and municipal corporation, hereinafter referred to as “City”, and the [**Salida School District R 32-J**], hereinafter referred to as “User”.

WHEREAS, User is a community-based organization providing for the recreational benefits of the youth of the Salida community; and,

WHEREAS, the City owns and operates the property (“Property”) described below, and User desires to use such property.

NOW THEREFORE, BE IT HEREINAFTER AGREED BY THE PARTIES AS FOLLOWS:

1. **Description of Property:** City agrees to allow User to utilize [The Salida Hot Springs Aquatic Center] located at [410 West Rainbow Blvd] within the City of Salida, County of Chaffee, and State of Colorado. The Property shall only be accessed by the User for events scheduled and approved in advance with the City. Any use of other facilities will need to be scheduled and coordinated with the appropriate scheduling agency.
2. **Purpose:** User represents that the Property is being used for the purpose of [Salida High School swim practice].
3. **Term:** The term of this agreement commences on [November 8, 2021] and ends on [February 12, 2022].

OR

3. **Term:** The term of the agreement shall be for one (1) year starting from the date of approval of this agreement or until terminated by either party. As long as User is in compliance with the terms and conditions of this agreement, this agreement shall be automatically renewed on an annual basis thereafter. Either party may terminate this agreement upon thirty (30) days written notice, with or without cause.
4. **Rate:** Users will use the [The Salida Hot Springs Aquatic Center] for a rate of [Five Hundred Dollars (\$500)].
5. **Special Conditions:** The parties have agreed to comply with the additional rules under this agreement as follows:
 - A. [**Salida School District R32-J**] will:
 - i. Pay the fees negotiated by the terms of the contract

- ii. Reimburse the City of Salida for any costs to the City of Salida resulting from damage to the pool or City property caused by user's guests/instructors
- iii. Provide all special equipment not provided by the City of Salida
- iv. Give reasonable notice of any agreement days/hours not needed by User
 - v. Have a representative in attendance at the pool, during the practices
- vi. Practice times: Mondays - Fridays from 6pm-8pm (4 lanes); Saturdays 7-9am (4 lanes) Practice will end at 7pm on the Fridays we have Dive and Jive scheduled: Nov 12, Dec 10, Jan 14 and Feb 11.
- vii. Holiday hours: December 24 and 31, 7:30am-9am (3 lanes)
- viii. Host two Swim Meets: January 8, 2022 from 8am-12:30pm and January 19, 2022 from 3pm-6:30pm - Pools closed to the public
- ix. Follow the chain of command for issues with the pool infrastructure, ie. water temperature. Swimmers and parents report to the Coach, Coach reports to Athletic Director, Athletic Director reports to P&R Director. At no point do swimmers, parents or coaches report to the Salida Hot Springs Aquatics Center Supervisor

B. The City will:

- i. Provide the certified Lifeguards for practices and swim meets;
 - ii. Provide pool and facilities
6. **Surrender of Property:** User shall quit and surrender the designated Property to the City at the end of the term of this agreement in the same condition as at the date of the commencement of this agreement, ordinary wear and tear excepted.
7. **Rules and Regulations:** User, and all persons whom User allows on the Property, shall abide by and conform to all Rules and Regulations concerning the use of the Property and all City facilities, as amended or adopted by the City. The City may cancel this Agreement at any time for failure to do so.
8. **Maintenance:** City reserves the right to close the Property for maintenance at its sole discretion. City will attempt to give reasonable notice of closure.
9. **Indemnification:** The City shall have no responsibility for the safety and or security of any person participating in the use of the property by User. User expressly agrees to indemnify and hold harmless the City, its officers, employees, and agents, from all cost, loss and expense, including attorney's fees, arising out of any liability or claim of liability for injury or damage to person resulting directly or indirectly from their participation in User's use of the property, regardless of whether such use was authorized or not, and

regardless of whether the liability or claim of liability arises of out of the act or omission of User.

10. **Insurance:** User agrees to procure an insurance policy with a licensed company doing business in the State of Colorado to provide a minimum amount of \$1,000,000.00 per occurrence for bodily injury and property damage combined, naming the [Salida School District R32-J], and with the City being listed as the Additional Insured on a primary and noncontributory basis. User shall provide a copy of the Certificate of Insurance to the City upon the execution of this agreement.
11. **Compliance with Law:** Users shall comply with all laws of the United States and of the State of Colorado, all ordinances of the City of Salida, all rules and requirements of the Police and Fire Departments or other municipal authorities of the City of Salida. Users will not do or suffer to be done anything on the designated Property during the term of this agreement in violation of any such laws, ordinances, rules, or requirements. If User's attention is called to any such violation on their part or of any person employed by or admitted to the designated Property by User, they will immediately desist from and correct or cause to be corrected such violation.
12. **Days and Hours of Operation:** The hours and facilities available for this program will be determined by the parties based upon schedules provided by User and submitted in advance to the City Administrator or the City Director of Parks and Recreation.
13. **Damage to Property:** If the designated Property, or any part of the buildings on the designated property, or any equipment located on the designated property during the term of this agreement shall be damaged by the act, default, or negligence of the User or its agents, employees, patrons, guests, or any person admitted to the designated property by User, the user will pay to the City upon demand such sum as shall be necessary to restore the designated property or equipment contained in or on the designated property to their present condition. User assumes full responsibility for the character, acts and conduct of all persons admitted to the designated property with the consent of the User or by or with the consent of any person acting for or on behalf of User. Users shall be responsible to maintain order and protect persons and property.
14. **Assignment:** User shall not assign this agreement without the prior written consent of the City, nor use of the Property other than as specified in this agreement.
15. **Release:** City shall not be responsible for any damage or injury that may happen to User or its agents, employees, or property from any cause whatsoever prior, during, or subsequent to the period covered by this agreement. User hereby expressly releases the City from and agrees to indemnify the City against any and all claims for such loss, damage, or injury.

16. **Modification:** Any modification of this agreement or additional obligation assumed by either party in connection with this agreement shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

The undersigned hereby certifies that he/she is authorized to enter into and execute this Agreement on behalf of the User and the City, respectively, and that the User and the City acknowledge and accept the terms and conditions herein.

CITY OF SALIDA (“City”)

By: _____
City Administrator

[Salida School District] (“User”)

By: _____
[Name]

Title: _____



CITY COUNCIL ACTION FORM

| DEPARTMENT | PRESENTED BY | DATE |
|------------|--|-------------------|
| Planning | Bill Almquist - Community Development Director | November 10, 2021 |

ITEM

Second Reading and Public Hearing for Ordinance 2021-17: An Ordinance of the City Council for the City of Salida, Colorado Amending Chapter 6 and Chapter 16 of the Salida Municipal Code Concerning Short Term Rentals.

BACKGROUND

On October 5, 2021, City Council approved Ordinance 2021-15, which amended Chapters 6 and 16 of the Municipal Code in regards to short term rental (STR) licenses. Among the items implemented via that ordinance included: area-specific caps on the number of licenses to be permitted; a Chaffee County residency requirement for licenses; a limit of one (1) STR license per person (or person controlling a corporate owner); new minimum parking requirements for STR units; and a limit of maximum 50% of all units on a single lot to be eligible for a license; among other clarifications and amendments. At the same meeting, due to public feedback, City Council requested that staff return with additional amendments and clarifications to be considered, specifically regarding exceptions to the residency requirement and the 50% rule. Staff subsequently proposed some related options to City Council at a work session on October 18, 2021 and received further direction regarding additional amendments. This ordinance is a result of that direction.

The amendments proposed pertain to the following:

- Exceptions to the Chaffee County residency requirement would extend to all owners of property purchased, or under valid and executed contract to be purchased, prior to December 19, 2021 (as opposed to July 20, 2021). Such individuals/properties would still require an existing unit or building permit for a unit prior to December 19, 2021; would need to submit an application by June 1, 2022; and would still be subject to the area-specific caps and other eligibility requirements.
 - This amendment would allow for a limited number of licenses to be issued to non-County residents, after which time future new licenses would be reserved for County residents (currently, 70% of all licenses belong to non-residents). Other potential exceptions subject to the provision of substantial affordable housing would still remain.
- Exceptions to the one (1) license per person (or person controlling a corporate owner) limit would extend to all owners of property purchased, or under valid and executed contract to be purchased, in non-residential areas, prior to December 19, 2021. Such individuals/properties would still require an existing unit or building permit for a unit prior to December 19, 2021; would need to submit an application by June 1, 2022; and would still be subject to the area-specific caps and other eligibility requirements.
 - This amendment would allow the individuals described above to hold more than one (1) license, subject to other eligibility requirements.
- Removal of the rule limiting 50% of all units on a single lot being eligible for a license.
 - Staff recommends this amendment primarily due to the additional administrative burden that it would present, given the fluid nature of such licenses. Additionally, staff recognizes that other regulations (such as residency requirements, the 1 per person limit, and area-specific caps) would already limit the proliferation of such types of development.



CITY COUNCIL ACTION FORM

| DEPARTMENT | PRESENTED BY | DATE |
|------------|--|-------------------|
| Planning | Bill Almquist - Community Development Director | November 10, 2021 |

At the first reading of the Ordinance on November 2, 2021, City Council recommended adding additional language regarding revisiting the new STR policies approximately 1 year from the effective date. This language has been included in the Ordinance.

PLANNING COMMISSION RECOMMENDATION

Planning Commission reviewed the initial amendments and concepts and provided feedback at their September 27, 2021 meeting. The commission recommended approval of the initial ordinance with its revisions. The concept of Chaffee County prioritization (or additional exceptions thereto) was discussed and recommended to be considered by Council. Exceptions to the one (1) license per person (or person controlling a corporate owner) were not specifically discussed. The commission was also in favor of the 50% limit at the time it was considered.

SUGGESTED MOTION

"I move that the City Council approve Ordinance 2021-17" followed by a roll call vote.

ATTACHMENTS

- Ordinance 2021-17
- Public Comments

**CITY OF SALIDA, COLORADO
ORDINANCE NO. 17
(Series of 2021)**

**AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF SALIDA,
COLORADO AMENDING CHAPTER 6 AND CHAPTER 16 OF THE SALIDA
MUNICIPAL CODE CONCERNING SHORT TERM RENTALS**

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 local powers 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 C.R.S. § 31-23-301 the Council also possesses the authority to adopt and enforce zoning regulations; and

WHEREAS, pursuant to such authority, the City has previously adopted certain regulations concerning short-term rentals within Chapter 6, Business Licenses and Regulations, and Chapter 16, Land use and Development, of the Salida Municipal Code (“Code”); and

WHEREAS, the City of Salida is currently experiencing a severe shortage of housing and long-term rental units for the local workforce, and the diversion of the existing housing stock for short-term rental licenses contributes to the City’s housing shortage and has a direct and indirect impact on affordability and the availability of housing; and

WHEREAS, the City therefore engaged in a comprehensive public survey of approximately 750 residents, property owners and stakeholders, held work sessions, meetings and discussions, and reviewed City policy regarding housing of all types and short-term rentals, its impacts, availability, solutions and options that may lead to modification to land use regulations, business licensing requirements, staffing, funding and other regulatory measures; and

WHEREAS, as a result, Council adopted Ordinance 2021-15 on October 5, 2021, and due to additional public feedback has taken into consideration tweaks and amendments to the City’s short-term rental regulations; and

WHEREAS, after due and proper notice as required by C.R.S. §§ 31-23-304 and 305, the City Council held a public hearing on November 16, 2021; and

WHEREAS, the Council has conducted its review of all these issues and impacts, and has observed the processes provided for in the Code concerning short-term rentals, and finds that it is necessary for the public health, safety and welfare of its present and future

residents, local workforce, businesses, customers, economy and tax base of Salida to further amend Chapter 6, Article VI, regarding short-term rental licenses, and Chapter 16, regarding short term rentals, as provided below.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO as follows:

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

Section 2. Section 6-6-20 of the Salida Municipal Code 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 or City Clerk. 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 or City Clerk 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, Kayak, Orbitz, etc.
- (d) 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.
- (e) Each licensee shall submit to the City, on a yearly basis, and upon renewal, an affidavit, signed by the licensee and notarized, attesting, under penalty of perjury, to the duration and frequency of the prior year's short-term rental history, including the specific number of rooms and nights rented in the prior year, as well as confirmation of payment of all applicable sales and occupational lodging taxes.
- (f) The name of the license applicant must match the name of the owner on the deed for the property, or the person controlling the corporate owner of the property. The applicant shall submit to the City a copy of the recorded deed, showing the recording data with the Chaffee County Clerk and Recorder.
- (g) Chaffee County residency. To be eligible to apply for a short-term rental license, the applicant and owner of the property to be rented must be a bona fide resident of Chaffee County, pursuant to the following requirements, restrictions and parameters:
 - (1) Bona fide residency in Chaffee County shall be documented and established by two
 - (2) or more of the following:
 - a. Valid driver's license or Colorado identification card;
 - b. Current voter registration;

- c. Valid motor vehicle registration;
 - d. Document(s) designating a primary residence for income tax purposes.
- (2) If there is a corporate owner of the property, the person controlling the corporate owner must establish bona fide residency in Chaffee County, as required above, and must provide proof of operating agreements or documentation filed with the Colorado Secretary of State establishing that person's control of the corporate owner.
 - (3) Current and valid documentation required by this Article must be provided to the City on an annual basis, for all new and renewal applications.
 - (4) Each licensee shall submit to the City, on an annual basis, for all new and renewal applications, an affidavit, signed by the applicant and notarized, attesting, under penalty of perjury, to bona fide residency in Chaffee County, as well as confirmation of the validity of all documentation submitted pursuant to this Article.
 - (5) All short-term rental units already licensed with the City as of ~~November 8~~ **December 19**, 2021, the effective date of Ordinance 2021-157, may continue to operate and renew annually regardless of the Chaffee County residency eligibility requirements of this subsection (g) until such time that the property changes ownership, or the person(s) controlling the corporate owner of the property changes, or until such time the short-term rental license is revoked or abandoned pursuant to this Article. Furthermore, owners of property purchased, or under valid and executed contract to be purchased, prior to ~~July 20~~ **December 19**, 2021 may apply for a short-term rental license regardless of the eligibility requirements of this subsection (g), provided such license application is filed on or before June 1, 2022, and provided that the unit existed or had a valid building permit for construction ~~on or before July 20~~ **December 19**, 2021. If such a property had a valid building permit for construction ~~on or before July 20~~ **December 19**, 2021, and is unable to obtain a Certificate of Occupancy before June 1, 2022, such property owner may apply for an extension, in writing, to the City Administrator, except that if such extension is granted, the short-term rental license shall be filed on or before June 1, 2023.
 - (6) Exceptions to the residency requirements in this subsection (g) can be granted only upon City Council's sole discretion related to a land use application process, such as an annexation, planned development or subdivision, where the applicant is providing at least double the amount of affordable housing units required by the inclusionary housing requirements in effect at the time of application, and pursuant to the terms and conditions imposed by City Council upon approval of the subject land use application.
- (h) The maximum number of short-term rentals in the non-residential zones (eg: RMU, C-1, C-2 and I) shall not exceed the caps in the following neighborhoods and designated areas, as illustrated in "Exhibit A" to Ordinance 2021-15, a running tally of which shall be kept with the City Clerk's office along with the most recent neighborhood map, and open for public inspection at all times during business hours:
- (1) C-2/Historic Downtown: Ninety-Nine (99) short-term rental licenses
 - (2) Highway 291 Corridor: Seventy-One (71) short-term rental licenses

- (3) Industrial Corridor: Sixteen (16) short-term rental licenses
- (4) Highway 50 corridor: Forty-Six (46) short-term rental licenses

(i) The caps in ~~this~~ subsection (h) **of this Section 6-6-20** can be exceeded only upon City Council’s sole discretion related to a land use application process, such as an annexation, planned development or subdivision, where the applicant is providing at least double the amount of affordable housing units required by the inclusionary housing requirements in effect at the time of application, and pursuant to the terms and conditions imposed by City Council upon approval of the subject land use application.

Section 3. Section 16-4-190(q) of the Salida Municipal Code, regarding Review standards applicable to particular uses, Short-term Rentals, is hereby amended, by the amendment of subsection (q)(1)a.2. as follows:

Sec. 16-4-190. – Review standards applicable to particular uses.

...

(q) Short-term Rentals.

(1) Purpose...

a. Registration and licensing requirements.

...

2. A separate short-term license is required for each short-term rental property. The permit shall be issued only to the owner of the short-term rental property. No more than one (1) short-term rental permit is permitted per property owner, which for these purposes shall be considered the person controlling a corporate owner. **Owners of property purchased, or under valid and executed contract to be purchased, in the RMU, C-2, C-1 and I zone districts, prior to December 19, 2021 are excepted from the preceding sentence, provided that the unit existed or had a valid building permit for construction before December 19, 2021, and provided that the short-term license applications are filed on or before June 1, 2022.** All short-term rental permits shall be granted solely to the applicant at the address for which the permit is issued and shall not be transferable to any other person or legal entity or property. The owner of the short-term rental is responsible for compliance with the provisions of this Section and Chapter 6 Article VI pertaining to short-term rental licensing.

Section 4. Section 16-4-190(q) of the Salida Municipal Code, regarding Review standards applicable to particular uses, Short-term Rentals, is hereby amended, by the deletion of subsection (q)(2)k. as follows:

Sec. 16-4-190. – Review standards applicable to particular uses.

...

(q) Short-term Rentals.

(2) Conditions and standards.

...

~~k. Any development that has two (2) or more primary units on the same lot shall have no more than fifty percent (50%) of its units as short term rental units.~~

Section 5. City Council shall revisit the City’s short-term rental regulations in December 2022.

Section 6. 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, ADOPTED and ORDERED PUBLISHED IN FULL in a newspaper of general circulation in the City of Salida by the City Council on the 2nd day of November, 2021, and set for second reading and public hearing on the 16th day of November, 2021.

INTRODUCED ON SECOND READING, FINALLY ADOPTED and ORDERED PUBLISHED BY TITLE ONLY, by the City Council on the 16th day of November, 2021.

CITY OF SALIDA

By: _____
Mayor PT Wood

ATTEST: (SEAL)

By: _____
City Clerk

Dear Salida City Council, Mr. Mayor and Staff -

I recently drove west on Hwy 50... past the wind turbines, remote hot springs, and opal mines. Through lightning storms, towns small and smaller. Grabbed a hotel/motel on the strip where we stayed the night, never venturing much past the room to grab a bite, or a beer, or a coffee, talk to a local or learn about the town. We drove it for days. Old towns, forgotten towns, strips thrown together using old models for quick convenience and not once did we see anything like Two Rivers Commons.

The Commons is a new approach, designed to **be** a walkable mixed-use commercial neighborhood along the highly visible Hwy 50 corridor and to serve as a compliment to adjacent residential communities.

The Two Rivers vision offers sustainable development: incorporates smaller lots and higher density; has and will honor the affordable housing requirement; offers a park at the confluence, acreage of preserved open space, wetland habitat, and dedicated pedestrian/cycling trails.

The city zoning for The Commons is C-2, defined as, *Central Business District*. The Commons itself was never intended to be a residential neighborhood, it was envisioned as a new kind of commercial neighborhood. A mash up of commercial enterprise and residential spaces with limited common elements like patios and a riverwalk that bring business outside, encourage interaction, support different lifestyles, and provide for varying tenancies over time.

The Commons is currently being developed with mixed-use buildings that offer ground floor commercial space plus 2-3 residential use units, all of which provide their own off street parking. The project was conceived and designed under a city code that allowed for short term rentals in the Central Business District and the opportunity for short term tenancies was both verified by the city and attractive to the buyers that either purchased land for future development or put these properties under contract prior to the STR moratorium.

In my correspondence with Mr. Almquist about the nature of Two Rivers Commons and the impact of increasingly strict STR regulations, specifically the 50% rule, on the proof of concept, Mr. Almquist offered the following, "Perhaps [the council] would consider a revision of the language to apply to developments of 4 units or more on the same lot? I'd be open to possibly supporting that if asked."

I am asking council to acknowledge the unique nature of Two Rivers Commons and to see it as a dynamic commercial neighborhood, a district designed for business and visitors, as an enhancement to the Hwy 50 corridor that helps meet the goals of that visioning committee, and to revise the language in the 50% rule such that it applies to developments of 4 or more primary (residential) units on the same lot, which would allow current and future development to continue with confidence and on a scale befitting of Salida's value and aesthetics.

Concerns over transient communities and, per Mr. Almquist, "people.... running what would essentially be multi-unit hotels, without having to go through the land-use process for an actual hotel and not being charged a commercial property tax," should be assuaged by the integrated nature of the larger Two Rivers Planned Development and the additional STR restrictions already in place that preclude ownership of multiple STR units. I would also submit that increased STR licensing fees, the exploration of an excise tax or similar, and language that allows lodging tax revenue to be used for purposes outside tourism could provide direct benefit to the workforce housing initiative.

Thank you for your time and consideration,
Kristin "Hale" Camp
120 E Crestone - Salida

Tom Pokorny
Two Rivers, LLC

Dear Council and Staff

As you have decided to revisit the issue of how to handle restricting STRs within the C-2 zone of the Two Rivers Commons I want to thank you for your continuing consideration, as this project certainly doesn't fit into the development model of about 99% of projects built in small cities currently.

The decision to zone this as C-2 allowed us to follow the original master plan of having a high density mixed-use commercial center along the high visibility Hwy 50 corridor that would serve the large number of future residents in this area.

We want a mini version of our downtown C-2 district, vibrant and interesting, where people can gather and meet as opposed to the sterile strip malls that sit vacant at night. This concept of high density mixed-use development along the highway is our vision of what a transit corridor could be and should be with a varied streetscape, slowing traffic and encouraging people to get out of the car and walk. This transit corridor model has been encouraged in the Future 50 study on file and was being discussed within the committee formed to rewrite of the land use code.

The Two Rivers Commons is the litmus test for this model, and so far it has been successful. We have had bonafide contracts on the three street-level commercial units and all eight residential units above since early June of this year. It looks like this will be a mix of long-term residents and second home buyers along with active commercial enterprise. Salida's visitors want to be in the action; to park their car, get on their bike and get to know the town. That is what Two Rivers Commons is designed to provide; a place for business, visitors and neighbors to interact socially.

I fear that strict STR rules applied to the Two Rivers Commons or highway 50 corridor or the introduction of a 50% STR rule within a building will introduce a new uncertainty concerning the ability to sell a mixed-use development and may quash this business model before it can prove itself.

Buyers of the residential units described above did their due diligence before entering into contract with assurance from the city that they could use their second homes as STRs. They are now awaiting your decision of the final language for the C-2 zone of the Two Rivers Commons before committing to close.

My impression, after the emergency ordinance was passed, was that council had directed staff to exempt any previous agreements made via PDs or annexations and to include those units that already had bonafide contracts, thereby honoring promises made to the developer and buyers of these units located in 106, 108 and 112 Old Stage Road. I respectfully ask that regardless of the overall ordinance council do just that and exempt or grandfather those units listed above. And, I ask that you consider carefully how you restrict STRs within the Two Rivers Commons and the Highway 50 commercial corridor if indeed you do want future mixed-use development in this area. Thank you.

Sincerely,

Tom Pokorny,
Managing Member, Two Rivers, LLC

**Bill Almquist** <bill.almquist@cityofsalida.com>

STR - residency priority

Susan Dempsey Hughes <sdhughes@pinonrealestate.com>

Fri, Oct 15, 2021 at 1:47 PM

To: Bill Almquist <bill.almquist@cityofsalida.com>

Hi Bill. Please deliver to council, mayor and staff (and whoever else is working on the residency priority requirements). Thanks!

Hi Bill and Salida City Council and Mayor. I wanted to say a quick thank you for encouraging the communities input on the new STR regulations and for making thoughtful decisions last meeting. And thank you for listening and discussing the residency rule. Seems like there was some discussion about how to prioritize Chaffee County residents. From talking to many community members, coworkers and Local shop owners it seems like most if, not all feel it should be a strict waiting list. Chaffee county residents would go to the top of the waiting list. If there are no Chaffee county residents on the list then it would go to the non-resident at the top of the list. Hopefully that will keep things clean and simple and have less administrative work on your part.

Thanks again and have a great weekend.
Susan

Susan Dempsey Hughes

Pinon Real Estate Group
719-539-8886
www.pinonrealestate.com

Sent from my iPhone



Bill Almquist <bill.almquist@cityofsalida.com>

STR 50% requirement

Bill Smith <wfsmith05@gmail.com>

Mon, Oct 18, 2021 at 3:34 PM

To: Bill Almquist <bill.almquist@cityofsalida.com>

Cc: jane.templeton@salidaelected.com, dan.shore@salidaelected.com

Bill:

I appreciate any of your time. Obviously, I know that there is only so much you can do, but this ordinance is a big impact on a lot of people. It has been frustrating both in process and in product.

I understand council will be discussing the 50% issue tonight. As I understand that no discussion or input is allowed. Is there a plan to reach out to the public on these issues and allow them to be part of the discussion at some other time? I know that was originally supposed to happen. Perhaps now that the time crunch has passed we could have that meeting?

I know you are recommending that the 50% rule be scrapped, and that is the right thing to do. I can give a lot better reasons than you are citing, but again, no input is allowed.

I think that there are a number of people who have a lot of experience managing both long term and short term rentals, who are literally invested in the situation who have valuable information. It seems that the intent here is to make sure that there is no public discussion.

If there had been an opportunity to talk about these issues before the ordinance was passed there would not be the problems now of poor drafting/incomplete understanding of the ordinance that require fixing. Before you put together your omnibus of amendments to the ordinance, can we have a public discussion? There may be more things that could be improved on than you have had time to consider.

Cheers,
Bill

[Quoted text hidden]

--

Cheers,
Bill



CITY COUNCIL ACTION FORM

| | | |
|-------------------------------|--|----------------------------------|
| DEPARTMENT Planning | PRESENTED BY Kristi Jefferson - Senior Planner | DATE November 16, 2021 |
|-------------------------------|--|----------------------------------|

ITEM

Citizen appointment to the Planning Commission – Resolution 2021-41

BACKGROUND

The Planning Commission is made up of seven regular and two alternate members. Regular member Dori Denning resigned earlier this year. Alternate Member, David Haynes has indicated he would like the opportunity to move into the vacated seat. The current makeup of the Commission is as follows:

| <u>Member</u> | <u>Term Expires</u> | |
|---------------------------|-----------------------|----------|
| Greg Follet, Chair | 06/07/2024 | |
| Francie Bomer, Vice Chair | 04/21/2023 | |
| Dori Denning | 03/21/2024 | Resigned |
| Judith Dockery | 04/21/2023 | |
| Giff Kriebel | 01/01/2023 | |
| Douglas Mendelson | 06/03/2022 | |
| Michelle Walker | 06/07/2024 | |
| David Haynes, Alternate | 03/21/2024 | |
| Alternate - Vacant | | |

FISCAL NOTE None

STAFF RECOMMENDATION Staff is recommending Council appoint David Haynes to the vacant regular position.

SUGGESTED MOTION A Council person should make a motion “to approve Resolution No. 2021-41 a resolution of the City Council for the City of Salida, Colorado to appoint David Haynes as a regular member of the Planning Commission, term to expire March 21, 2024.”

**CITY OF SALIDA, COLORADO
RESOLUTION NO. 41
(Series of 2021)**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO,
APPROVING CITIZEN APPOINTMENTS TO THE PLANNING COMMISSION
PURSUANT TO SECTION 2-7-10 OF THE SALIDA MUNICIPAL CODE.**

WHEREAS, in accordance with Section 2-7-10 of the Salida Municipal Code (“SMC”), the City Council shall select and appoint person(s) to serve as members of the City of Salida Planning Commission; and

WHEREAS, there is one regular member vacancy on the Planning Commission and alternate member David Haynes has expressed a desire to be moved to the regular position; and

WHEREAS, the City Council appreciates the service these members of the community have devoted to bettering Salida through participation on the Planning Commission; and

WHEREAS, in accordance with Section 2-7-10 of the Salida Municipal Code (“SMC”), the City Council shall confirm the appointments by majority vote.

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

- 1. The City Council hereby appoints David Haynes to complete the vacant term, to expire March 21, 2024, as a regular member of the Salida Planning Commission.

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

CITY OF SALIDA, COLORADO

By _____
Mayor Dan Shore

[SEAL]
ATTEST:

City Clerk/Deputy City Clerk



NOVEMBER 2021 STAFF REPORTS

Police Department –

- Last year we were 25% up in total calls for service. This October, we had 694 calls for service. With October's calls, we have now passed the number of calls we had in 2020.
 - We worked several undercover drug operations and made some good arrests in Salida.
 - Sarge has been very active this past month and is doing an outstanding job.
 - Our new Records employee started October 1st. She has been taking classes and working with other agencies to learn the role of a police records technician. We still have a lot to do but we should be ready to go by January 1st.
-

Finance Department –

- Thanks to all the hard work of staff and Council and our Treasurer, the City has a 2022 budget.
 - Now that the budget numbers have been developed and formally adopted by Council, the hard work of communicating the budget in a clear, open and helpful manner begins. Work has started on a 2022 budget document that will utilize interactive OpenGov charts and graphs and will be complete by the end of January.
 - Planning for the 2021 audit has begun, auditors are scheduled to perform their field work the week of March 21. The City received enough federal dollars in 2021 to require a "single audit" which will require additional audit procedures and additional reporting surrounding how well we managed and followed the rules for the federal dollars.
 - We are in the process of switching our credit card merchant vendor to one our accounting software company (Tyler) recommends. This should be a behind the scene invisible switch to our customers but should make things run smoother on our end.
 - Now that the City's local State of Emergency has elapsed, we will once again charge late fees and initiate service shut offs effective May 3, 2022 for Water and Wastewater service. Staff have sent out letters to those late paying their Utility bills to provide plenty of notice.
-

Community Development –

- No Report.
-

Recreation Department –

Aquatics:

- Salida High School Swim started official practice Nov 8, 2021 The girls will be practicing Monday - Friday 6-8pm and 7-9am on Saturdays.
- Nov 11, 2021 is our last day of fall swimming lessons.

- We are training 9 new lifeguards this weekend - We have 5 adults taking the class.
- Middle School Dive and Jive is this Friday from 7-9pm. This is a swim party for middle schoolers only.
- The pool will be closed Thanksgiving Day and we will be opening at 9am on the day after Thanksgiving.
- The pool will be closing at 3pm on December 24, 2021 and will be closed all day on Christmas, Dec 25, 2021
- The pool will be closing at 3pm on December 31, 2021 and opens at 10:30am on January 1, 2022

Salida Hot Springs Aquatics Center:

- Emergency exit alarms have been installed and put into service.
- Emergency exit signs have been placed on the doors.
- Fst bridge lights have been converted to LED
- Centennial Pavilion lights have been converted to LED
- Chlorine room exhaust fan has been wired to run 24 hours a day
- The boiler project is getting close. The hope is to have a full review plan set ready at the end of next week.
- Carlton, the electrical engineer, was onsite to clarify existing conditions. He is getting cautious/nervous about maxing out our current electric supp
- Regained communications with Charles from Browns Hill Engineering for automated controls in the pumphoom.
- Ordered custodial supplies
- Cleaned out effluent flume.
- Checked out lights at the water plant.
- Installed new concession fridge in front office
- Removed a hot pot/small pool at the hot spring source again.

Recreation:

- Rec guide will be submitted before Thanksgiving and will be available to the public starting on November 29
- Salida Youth Basketball registration is open and will close Dec 11
- Dodgeball and adult basketball dates are set for January
- Roll sessions and other whitewater activities will be available for the public this winter a the hot springs aquatic center
- Camp Fridays are available for 5-8 year olds every Friday except for holidays through the end of the year.
- Kickball season finished and ¼ of the participants answered the survey giving the league a 93% satisfaction rating.
- The recreation waiver was shortened for online registrations and it should make using the sign up system easier for people signing up to swim or any other recreation program.
- Pickleball at the fairgrounds has started and we are providing over 20 hours a week of play time at the north building.
- The Floating Pumpkin Patch at the Aquatics center was as success with over 50 people also giving it a rating over 90% satisfaction.

Parks and Facilities:

- Staff installed a new scoreboard at Marvin Park on the field used by the high school.
- Staff is finishing up winterizing irrigation systems and flower beds.
- Worked with student council to finish painting the lower portion of the “S” on S-Mtn.
- Continued to support the disc golf organization hauling off debris from Vandaveer.
- Saw the departure of the department's supervisor and we are currently accepting applications for his replacement.
- Received applications for a new full-time maintenance worker.
- Currently working with Valerian on landscaping plans for the new skate park.
- Worked with Public Works on re-opening F-Street.
- Power washed trash cans on Fst and Riverside Park.
- Cleaned up some homeless camps in the Arkansas FootHills area.
- Ordered two new parks department vehicles for the 2022 budget cycle.
- Supported Tolin Mechanical in purchasing a new roof top HVAC unit at the firestation.
- Supported Tolin Mechanical in moving forward with new boiler blower motor at the water treatment plant.
- Exploring options for office heat at the wastewater treatment plant.
- Purchased paint for Khen to paint their front porch.
- Looked at re-routing rain gutters at the Community Center to mitigate drainage issues.
- Worked with Dave in facilities to replace Fst. bridge lights and Centennial's pavilion with energy efficient LED's.
- Conducted a property survey with the city's insurance provider.
- Installed “No Overnight Parking” Signs at the Spiral Drive Trailhead and a “No Dumping” sign at the Marvin Park woodchip disposal site for the city.
- Discussed updating on-call coverage policy with Public Works.

General:

- Developing concept designs for a splash pad.
- Developing phase 2 (landscaping, lighting, pedestrian area) for the Skate Park.
- Finishing Riverside park work – drainage and picnic table pads.
- Engaging companies in developing and ADA transition plan.
- Pass Price Increase: Support from Administration and PROST. Working on comparison sheet with like facilities to determine final daily, membership and subscription prices. Will launch Jan. 1, 2022. Prices have not increased since 2012.
- Kickoff to Winter at Steam Plant this Saturday, 11/13 5pm (before movie). Free event. I'll have a table for Salida P&R to advertise programs, events, leagues leading up to New Year and prior to the Community Resource Guide distribution. Come visit me...I'll have a new logo sticker for you!
- Fridge/Concession update: delay due to fridge. Arrived 11/8. Going live with concessions 11/10.
- Working with Chris Anthony to bring his Mt. Mission Mangart documentary to Steam Plant 12/19. Funds raised will benefit his Youth Initiative Project which will support getting Salida kids exposed to the sport of skiing.
- Women's Rec Volleyball league is a go! Jan-May. Possibility to add co-ed drop in Vball Mar-May.

Public Works –Planning/Engineering/Construction:

- Planning
 - Streets
 - Future CDOT Local Agency Project (Oak St., SRTS sidewalks, crossings)
 - Pre-design planning underway (contracting, CDOT discussions)
 - Preliminary design and planning for 2022 work (10th, 12th, other overlays)
 - Utilities
 - Updating Emergency Response Plans
 - Working with consultant on finalizing Pasqualle WTP design
- Capital Projects
 - US-50 Phase IV Streetscape/CDOT ADA - complete
 - 2021 Street Reconstruction final punchlist underway
 - Storm Water Improvements by F St./Riverside Park – underway
 - Bar Screen Replacement Project – complete
 - 2021 Sewer Reconstruction Project – complete
 - 2021 Sewer CIPP – remaining work to start 11/16/2021
 - Low Zone Water Main Replacement - underway



Figure 1 – Bar Screen Replacement

Operations:

- Streets
 - Signage replacement
 - Thermoplastic markings for ADA parking and various locations
 - Increased street sweeping due to leaves
 - Tree program work
- Utilities

- Field Utilities
 - CCTV inspections and sewer line cleaning complete for the year
 - Smart meter upgrades
 - Starting back up for the year after multi-month delay in receiving supplies
- Water Treatment
 - Work with consultant on security upgrades
 - Working with consultant on emergency response planning
- Wastewater Treatment
 - Additional sampling upstream of plant per discharge permit requirements
 - Work with contractor on bar screen replacement. Overtime necessary to keep operation properly functioning.

Arts & Culture –

- The exhibit from artist Daniel Strawn was shown in the Paquette Gallery for the month. It was highlighted by an in-person Artist Reception on 10/14 event was (30) people.
- The month was filled with a variety of arts events:
 - Musician John Fullbright brought his Americana singer/songwriter talents to the SteamPlant Theater stage to sold out audience of (150) attendees. Local band Pint & A Half opened the show.
 - A co-sponsored comedy show with Heart of the Rockies Radio saw retired policeman/comedian Vinnie Montez play to (150) people with all of the ticket proceeds going to Salida Police's K-9 unit.
 - The annual Valley Visions Art Show, co-sponsored by the Salida Council for the Arts and the Arts & Culture division, held an opening reception in the Ballroom, which featured original artworks from (60) local artists and more than \$4,000.00 was raised for the arts non-profit.
 - Denver's well-known contemporary dance company, the Zikr Dance Ensemble, stopped at the SteamPlant on their Fall tour to present a new original work and two encore works to a receptive audience of (70) people.
- The SBDC brought their annual Outdoor Industry Summit to the SteamPlant with over (100) attendees present. The Summit was also streamed live.
- The County Clerk's office took over the Scout Hut as their election center for nine (9) days in late-Oct through Election Day.
 - TOTAL GUESTS Attending (42) Events/Meetings for October = 1,971
 - Number of free events/no admission = 11
 - Number of attendees at free events = 480
 - Number of events paying rental fees = 24

Fire Department –

- Staff is excited to see that we have a signed contract on a piece of land for the new Firehouse.
- Over the last month, we have had several CMC Fire Academy Cadets conduct third rides.
- Staff took part in "Trunk or Treat" on Halloween.
- We have begun transitioning to the new reporting software.
- A couple of staff members and I will be flying to Minnesota this week to have a pre-build conference on the new South Arkansas Type VI Wildland Engine.

Clerk's Office –

Courtside:

- Working with the Judge to update all court “macro-documents” in Tyler due to changing laws.
- Prepared background checks, PD reports, citations etc. for Prosecutor.
- Mailed court letters to all those with No Possession of Insurance and No Registration charges on November docket and working to do the same for December docket.
- Set up Judge's case files.
- Processed citations paid in full.
- Processed paid citations; sent DMV reports.
- Began preparing the December docket.
- Entered phone numbers in Textedly for all morning, afternoon and phone docket cases for November.

Clerk-side:

- Pulling together the amended fee schedules 2021 to link to Finance's main website page.
- Working with LodgingRevs to develop the online dashboard tailored to Salida's STR rules. This will allow applicants to apply online and pay their Occupational Lodging Taxes.
- Communicating with STRs and Hotels about the new online portal.
- Multiple Vendor Permits for the Holiday season.
- Supporting the Management Fellow on the Digitization project.
- Preparing noticing requirements for future a future annexation.
- Finalizing Election for certification.
- Working with different departments to make updates required for a new Council Member and Mayor.

Poncha Springs:

- **1000 Tailwinds Street:** The second phase of the Tailwinds Apartment Complex was reviewed and disapproved. We are in the process of reviewing the plan revisions from the architect.

Buena Vista:

- **330 E. Main Street:** A permit was issued for a remodel of this building to include a real estate office on the main floor and a rooftop bar.

C. Inspection Totals

- We performed 1,199 field inspections in the month of October.
- We issued 111 certificates of occupancy in October.

II. Planning & Zoning**A. Land Use Code:**

- Staff and the County Commissioners conducted follow-up interviews with the two consultant teams that are finalists for the Land Use Code audit and rewrite.
- Development Services utilized the newly adopted ChaffeeSpeaks.org to receive public comment for the Timber Creek & Elk Run Subdivision applications. Staff is working internally to coordinate a larger rollout of the platform.
- The Clerk to the Planning Commission, Lynne Drogosz, is retiring at the end of this year and staff will be conducting additional interviews with applicants on November 10th. Staff's goal is to have a candidate selected by November 18th so that Ms. Drogosz can train the incoming Clerk prior to retiring.
- On January 11, 2022 staff will conduct a community meeting to gather feedback from community members regarding the long range vision and subsequent planning for the Nathrop Townsite and surrounding area. Staff has determined that it is best to limit the topics being discussed at this meeting and will not be discussing specifics concerning the Chateau Chaparral subdivision. A separate community meeting will be held at a later date to discuss topics concerning Chateau Chaparral.
- Planning Commissioner Castendyk rendered his resignation from the Planning Commission at the October 5th Planning Commission meeting to be effective November 4th, 2021.

B. Land Use (Current):**Applications Scheduled for Planning Commission:**

- November 2, 2021
 - At Home Vet, Limited Impact Review
 - Timber Creek Conservation Major Subdivision, Sketch Plan
 - Elk Run major Subdivision, Sketch Plan (continued to 11/16 special session)
 - Morrison Minor Subdivision, Final Plat (continued to 11/16 special session)
- November 16, 2021 (special session)
 - Elk Run major Subdivision, Sketch Plan (continued from 11/2)
 - Morrison Minor Subdivision, Final Plat (continued from 11/2)

- November 30, 2021
 - Aspire Tours, Limited Impact Review
 - Peak View Major Subdivision, Preliminary Plan
- December 7, 2021
 - Aspire Tours, Limited Impact Review
 - Ogden Major Subdivision, Preliminary/Final

Applications Scheduled for Board of County Commission:

- November 16, 2021
 - El Rancho Vaquero Minor Subdivision, Final Plat
 - Morrison Minor Subdivision, Final Plat
 - Timber Creek Conservation Major Subdivision, Sketch Plan
 - Elk Run Major Subdivision, Sketch Plan
 - McFarland Heritage Water Subdivision Exemption

Recently Approved, Denied or Withdrawn Applications:

- Callaway Minor Subdivision, Sketch Plan – Planning Commission RECOMMEND APPROVAL WITH CONDITONS on October 5, 2021 with a vote of 6-0.
- Land Use Code Text Amendment – Amend Section 1.3.5 A2 of the Land Use Code, Notice to Adjacent Property Owners – Planning Commission RECOMMEND APPROVAL WITH CONDITONS on October 5, 2021 with a vote of 6-0.
- El Rancho Minor Subdivision, Final Plat – Planning Commission RECOMMEND APPROVAL WITH CONDITONS on October 26, 2021 with a vote of 7-0.
- Timber Creek Conservation Subdivision, Sketch Plan – Planning Commission RECOMMEND APPROVAL WITH CONDITONS on November 2, 2021 with a vote of 4-1.

Applications Requiring Applicant Action:

- The Held Brothers Minor Subdivision – Awaiting Final Plat application for referral agency review.

Out of Compliance Applications:

- Estates at Mt. Princeton Phase II & III - Staff is determining the completeness of this application.

C. Subdivisions subject to SIA with Lot Sales Restrictions:

1. Estates at Mt. Princeton: 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.
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.

D. Violation Investigations

1. Staff is researching multiple short-term rentals that are not in compliance with the Land Use Code.

III. Engineering

A. Road and Bridge

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

B. Plan Review

1. Staff reviewed the following subdivisions:
 - a. Peak View Major Subdivision.
 - b. El Rancho Vaquero Minor Subdivision.

C. OWTS Program

1. In October, staff reviewed 17 OWTS designs, issued 14 OWTS permits, and 3 are on hold. Total permits issued in 2021: 155 (39 more than in 2020 or + 25%).

D. Regional engineering plan review and inspection

1. No news to report

E. Engineering Projects

1. Army Corp of Engineers, "Waters of the USA", violations:
 - a. 30450 CR 371; No news to report
2. Fair grounds:
 - a. North building:
 - i. Heating/cooling units: No news to report.
 - ii. Remodel the North Building: Staff has prepared an RFP for the initial phase of the design. The CRS (client requirement specification) and the SRS (system requirement specification).
 - b. Master plan update: The final version of the preliminary design is complete.
 - c. Generator: No news to report.
3. Chaffee County Administration Building:
 - a. AV design: staff has received the design bid from Wold and it will be on the next BOCC meeting for approval.
4. New Driveway:
 - a. Trash dumpster: The CMU wall is complete; the doors will be installed when they are delivered. With the current delivery problems this may not be completed until December.
 - b. Stabilization of the bump-out/storage:
 - i. Staff is awaiting a change order from the contractor for the new façade.
 - c. Repair damaged Clerk's breakroom: No news to report.
5. Public Safety Building BV:
 - a. The project preliminary design is 99% complete. Staff is in discussing the next phases of the design with the architect and the additional design costs.

6. Assessor's remodel: Demolition is 90% complete. Further the roles and responsibilities of subcontractors are clear to everyone. This should help in the efficiency of the project.
7. Granite Bridge rehabilitation: The final design has been submitted to CDOT. The FLPMA application has been sent to BLM for review prior to making it definite. BLM had no comments and the signed version has been sent to the BLM. Processing time should take roughly 8-10 weeks. Issues:
 - a. Union Pacific Railroad ROW,
 - b. BLM land ownership,
 - c. Historical / Cultural review,
8. Valley View School: Staff, the county administrator, county finance director, and the county attorney met with the representatives of Valley View School to discuss the project.
9. Chaffee County EMS/911 communication tower fencing: No news to report.
10. Short term rentals (STR): Building department permit staff has processed all the application except for about 20. Currently there are approximately 270 approved short-term rentals. With a cap of 310 that leaves approximately 40 licensees left to be issued. There is a discrepancy in the actual open licensees. Permit staff is busy clarifying this issue to get an accurate number of open licenses.