

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.



REGULAR MEETING OF THE CITY COUNCIL
448 E. 1st Street, Room 190
Salida, Colorado 81201
Tuesday, April 21, 2019 - 6:00 p.m.
AGENDA

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/ERINKELLEY1/council-regular-meeting>

You can also dial in using your phone.

United States (Toll Free): [1 877 309 2073](tel:18773092073)

United States: [+1 \(646\) 749-3129](tel:+16467493129)

Access Code: 964-388-885

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/964388885>

1. Call to Order
 - a. Pledge of Allegiance – Led by Mayor Wood
 - b. Roll Call
 - c. Civility Invocation
 - d. COVID-19 Update
2. Consent Agenda
 - a. Approval of Agenda
 - b. Approval of Meeting Minutes – April 7, 2020
 - c. Approval of GARNA Memorandum of Understanding
 - d. Approval of K&W Locker Room Upgrade Contract
 - e. Approval of Release of Warranty Guarantees and Accept Conveyance of Public Improvements for Two Rivers, Two Rivers Commons and Angel View Subdivisions
3. Citizen Comment – 3 minute time limit
 - a. Letter from Adam Martinez
4. Unfinished Business / Action Items
 - a. Ordinance 2020-07 – An Ordinance of the City Council for the City of Salida, Colorado Amending Chapter 6 of the Salida Municipal Code Concerning Short Term Rentals, Second Reading and Public Hearing (Administration)

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

- b. Ordinance 2020-08 – An Ordinance of the City Council of the City of Salida, Colorado Amending Article XIV of Chapter Two of the Salida Municipal Code to Change the Title and Functions of the Recreation Advisory Board, Second Reading and Public Hearing (Parks and Recreation)
5. New Business / Action Items
- a. Declaration of Extension of State of Local Emergency – COVID-19 Action Plan (Administration)
 - b. Public Comment and Participation Policy (City Clerk)
6. Councilmembers, Mayor and City Treasurer Reports
- Items for Discussion
 - o Letter to Board of County Commissioners Regarding CPACE Program
 - o Financial Relief for Short Term Rentals for Healthcare Workers
 - Councilors Pollock, Shore, Templeton, Critelli, Pappenfort, and Kasper
 - Mayor Wood
 - Treasurer Bergin
 - Staff Reports
 - BOCC Reports
7. Adjourn

[SEAL]

City Clerk/Deputy City Clerk

Mayor P.T. Wood



REGULAR MEETING OF THE CITY COUNCIL AND
THE LOCAL LICENSING AUTHORITY

448 E. 1st Street, Room 190
Salida, Colorado 81201
Tuesday, April 7, 2020 – 6:00 p.m.
MINUTES

1. Call to Order
 - a. Pledge of Allegiance – Led by Mayor P.T. Wood
 - b. Roll Call – Councilmembers Justin Critelli, Harald Kasper, Alisa Pappenfort, Mayor Pro Tem Dan Shore, and Jane Templeton were present virtually. Mayor P.T. Wood was present. Pollock absent.
 - c. Civility Invocation – Mayor P.T. Wood
 - d. COVID-19 Update
 - Mayor Wood relayed that the City had 26 presumptive positives and two deaths. As of that afternoon, there were no infected patients at the hospital. Half of the cases had been at Columbine Manor. The City posted new guidelines for tourists and visitors encouraging people to stay home.
 - Shore had fielded many complaints from the public. They were concerned with the trails being crowded. Shore explained that Code Enforcement could not write tickets (related to public distancing) because they only have the ability to enforce municipal ordinances. He had also fielded questions, from the public, asking why the City could not run license plates to see if the vehicle was from out of town and then ask them to leave. He explained that many people do not change their plates immediately after a move, delaying until the plates expire. The Colorado Bureau of Investigations would not allow the City to run license plates for non-valid reasons. Technically, the City does not have anything to enforce. The recommendation to not travel was a suggestion. He understood the public's frustration. He asked that the community relay to family and friends, that during the pandemic, to please stay away.
 - Pappenfort communicated that a license plate must be updated within 30 days of gainful employment. Lori Mitchell can be reached at the County Clerk's Office to confirm this requirement.
 - Kasper was very impressed with the community's willingness to follow the order. He noticed many in the community wearing masks and intentionally staying physically distant in public.

2. Consent Agenda
 - a. Approval of Agenda
 - b. Approval of Meeting Minutes – March 17, 2020
 - c. Approval of Special Meeting Minutes – March 20, 2020
 - d. Approval of EW30 Extractor Purchase
 - e. Approval of Hangar Lease – Harriet Alexander Field

Kasper made a motion to combine and approve the items on the consent agenda. Seconded by Shore, with all in favor, THE MOTION PASSED.

3. Citizen Comment

4. Proclamation
 - a. Child Abuse Prevention Month Proclamation

Mayor Wood read the Proclamation and proclaimed April Child Abuse Prevention Month for the City of Salida, Colorado.

5. Unfinished Business / Action Items

6. New Business / Action Items
 - a. Ordinance 2020-07 – An Ordinance of the City Council for the City of Salida, Colorado Amending Chapter 6 of the Salida Municipal Code Concerning Short Term Rentals, First Reading (Administration)

Critelli recused himself from the discussion as his business was related to the topic. Shore made a motion to approve Ordinance 2020-07 on first reading setting a public hearing for April 21, 2020. Pappenfort seconded, with all in favor, THE MOTION PASSED.

- b. Ordinance 2020-08 – An Ordinance of the City Council of the City of Salida, Colorado Amending Article XIV of Chapter Two of the Municipal Code to Change the Title and Functions of the Recreation Advisory Board, First Reading (Parks and Recreation)

Critelli made a motion to approve Ordinance 2020-08 on first reading setting a public hearing for April 21, 2020. Kasper seconded, with all in favor, THE MOTION PASSED.

- c. Resolution 2020-12 – A Resolution Approving the use of Electronic Consent for Signatures on Ordinances, Resolutions, Contracts and other Instruments Requiring the City’s Signature (Administration)

Shore made a motion to approve Resolution 2020-12. Critelli seconded, with all in favor, THE MOTION PASSED.

- d. Resolution 2020-13 – A Resolution Adopting a City of Salida Investment

Policy (Finance)

Templeton made a motion to approve Resolution 2020-13. Shore seconded, with all in favor, THE MOTION PASSED.

- e. Resolution 2020-14 – A Resolution of the City Council of the City of Salida, Colorado Temporarily Suspending Late Fees, Delinquent Charges and Termination Shut-Off Fees and the Termination of Service Due to Non-Payment (Administration)

Kasper made a motion to approve Resolution 2020-14. Shore seconded, with all in favor, THE MOTION PASSED.

7. Councilors, Mayor, and City Treasurer Reports

- Shore relayed that he thought the community was doing an incredible job at honoring the Stay at Home Order and that he felt it was really make a huge difference.
- Templeton echoed Shore's sentiments and relayed to council, City employees, and the public that she can make handmaid masks for use during the pandemic.
- Critelli said that the community was doing an incredible job and recommended viewing Chaffee's Got Talent on Facebook, he said it is a good reminder that our population is very talented.
- Pappenfort thanked the community for following virus recommendations. She reiterated Mayor Wood's sentiments regarding the Child Abuse Proclamation. She explained that when families are stuck at home, domestic abuse and child abuse is more prevalent.
- Kasper expressed gratitude to live in a community like Salida. He requested that council not move forward with any controversial issues while council is meeting online.
- Mayor Wood said it was World Health Day. He thanked the doctors, nurses, and those on the front lines for their work during the virus crisis. The day before he spoke with the managers at Walmart, Safeway and Natural Grocers. Their employees were in high spirits, going to work every day, making sure the community had food, adding that they were unsung heroes. He stated that the food supply chain was getting back in balance. The grocery stores were looking into online cameras so the public could check to see if the store were too busy to enter. He advised the community to wear a mask if they go to the store, wash their hands, use hand sanitizer. He was working with a short term rental organizer in order to house emergency health workers, free of charge, during the crisis. He would like to find a way to express gratitude by possibly waiving sewer/water fees or provide some money out of the Economic Development Fund. He is working with the City Administrator to find new ways for the public comment, possibly reading emails, while the public is ordered to stay home. He was pleased that F Street was paved quickly and done well. City employees and contractors are thankful that the City is proceeding with planned projects.
- Treasurer Bergin thanked Public Works for their quick re-pavement of F Street

while the community is at home. He is working with the Finance Director and City Administrator looking at sales tax modeling, related to the length of time the community will be closed. He will also be reviewing the impact on fees, deferring fees, and what the cash flow of the city will look like. Also, reviewing safe draw down of reserves options based on the economy (2 months, 4 months, 6 months, etc.). He stated the City Reserves are incredibly healthy.

8. Adjourned at 6:51 p.m.

[SEAL]

City Clerk

Mayor



REQUEST FOR COUNCIL ACTION

Meeting Date: 4/21/20

AGENDA ITEM NO: 2.c.	ORIGINATING DEPARTMENT: Parks & Recreation	PRESENTED BY: Mike 'Diesel' Post
------------------------------------	--	--

ITEM:

Approval of MOU with GARNA concerning development of the Mountain Heritage Park.

BACKGROUND:

Council approved supporting GARNA and the Chipeta Mountain Project team to apply for a GOCO grant for the Mountain Heritage Park in resolution 2019-52. The project was awarded the grant and we are the fiscal agent. This MOU defines the relationship.

FISCAL NOTE:

The grant award amount is \$41,500.

STAFF RECOMMENDATION:

Staff recommends that council approve entering into an MOU with GARNA to begin building Mountain Heritage Park.

SUGGESTED MOTION:

Consent agenda item

ATTACHMENTS:

City of Salida and GARNA MOU

CITY OF SALIDA/GARNA MEMORANDUM OF UNDERSTANDING

PROJECT MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is made this ___ day of March, 2020 between City of Salida (“City”) and Greater Arkansas River Nature Association (“GARNA”):

I. Recitals

1. City of Salida has applied for and received a grant from Great Outdoors Colorado, (“GOCO”) for the Mountain Heritage Park Project on Tenderfoot Mountain in Salida, Colorado;
2. GARNA is an ineligible recipient of the grant and the parties intend by this MOU for the City to be the conduit through which GARNA will receive the benefit of the grant. GARNA is working in partnership through an MOU with Chipeta Mountain Project to develop Mountain Heritage Park;
3. The Grant Agreement is attached to this MOU as Exhibit “A;”
4. GARNA intends to bind itself to the City for all of the City’s obligations stated in the Grant Agreement;

II. Understanding between the Parties

5. The City will use its best efforts to fulfill all the conditions precedent to obtain the grant stated in the Grant Agreement. GARNA will cooperate with the City and provide all documents necessary for the City to fulfill the conditions precedent. GARNA further assumes all other City liabilities, and binds itself to the City for all the City’s obligations to GOCO, contained in the Grant Agreement.
6. The City does not assume any obligation to GARNA to construct, operate, or maintain the improvements contemplated by the grant.
7. Unless a claim by GOCO arises out of the negligence or other wrongful act of the City, GARNA shall be responsible to the City for any claim under the Grant Agreement, in the same manner and extent as the City may be responsible to GOCO.
8. The City will operate and maintain the improvements contemplated by the Grant Agreement, in accordance with established City policy for park maintenance.
9. At the City’s discretion, it will allow an annual volunteer clean up of the park site organized through Chipeta Mountain Project and its non-profit community partners to help the City with its maintenance obligations.
10. 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.
11. This MOU does not create any rights in any individual not a party to this document.

CITY OF SALIDA/GARNA MEMORANDUM OF UNDERSTANDING

12. The City intends to grant to GARNA a limited license in, and right of entry to, the property described in Exhibit "B" for the purposes stated in the Grant Agreement, Exhibit "A", and for no other purpose. Such license and right of entry shall be exercised only in the event the City has failed to comply with the requirements of the Grant Agreement and shall include all rights reasonably necessary, as determined by the City, for GARNA to enter upon the property and perform its obligations to GOCO under the Grant Agreement. This license and right of entry further includes the right to enter upon the property with any equipment or vehicles.

13. This agreement, including the limited right of entry and license, shall terminate simultaneously with the termination of all City obligations under the Grant Agreement.

ATTEST:

GARNA DIRECTOR

[Title]

By: _____
[Title]

ATTEST:

CITY OF SALIDA
CLERK OF THE CITY _____

[Title]

By: _____
[Title]



REQUEST FOR COUNCIL ACTION

Meeting Date: 4/21/20

AGENDA ITEM NO: 2.d.	ORIGINATING DEPARTMENT: Parks & Recreation	PRESENTED BY: Mike 'Diesel' Post
--------------------------------	--	--

ITEM:

Approval of Contract with K&W to complete Salida Hot Springs and Aquatics Center locker room upgrade project.

BACKGROUND:

The previous Recreation Director requested a locker room upgrade project to be completed in 2019. This project did not get completed and was encumbered into 2020.

With the recent closure of the facility, staff released an RFP for addressing possible moisture issues in the locker room. At the deadline for submitting proposals, there was 1 complete bid. See attached.

FISCAL NOTE:

K&W bid the project at \$158,000

STAFF RECOMMENDATION:

Staff recommends that council approve entering into a contract with K&W construction for a locker room upgrade.

SUGGESTED MOTION:

A Council person should make a motion for the award of \$158,100 for the 2020 Locker room upgrade at the Salida Hot Springs Aquatic Center and authorizing the City Administrator to enter into a construction services agreement between the City and K&W Construction.

ATTACHMENTS:

Locker room RFP
K&W bid documents



KW Construction & Restoration

April 10, 2020

City of Salida
Attn: Diesel Post
410 West Highway 50
P.O. Box 417
Salida, Colorado 81201

Re. Request for Proposal
Salida Hot Springs and Aquatics Center locker room upgrade

Diesel,

We are pleased to submit our proposal for mitigation and construction services for the Salida Hot Springs and Aquatics Center locker room upgrades. We appreciate the opportunity afforded us.

KW Construction & Restoration has performed mitigation and general contracting services in central Colorado for over 30 years, maintaining an excellent reputation. We have managed countless commercial and residential projects ranging from \$100 to over \$2,000,000. Our experience in water damage and mold mitigation is second-to-none.

We are encouraged by the City of Salida's ongoing commitment to recreation, and would be honored to partner in that mission through our general contracting services. Being the only truly local contractor qualified for a project of this scope, we are at a significant advantage in terms of mitigation expertise, local subcontractor networks, and knowledge of the Salida's unique construction challenges. We hope you will seriously consider KW Construction & Restoration for this project.

With this submittal, we have enclosed the following:

- Proposal Guarantee
- AIA Document A305 (with associated requests)
- Experience of Similar Projects/ References (Combined)
- Project Team Members
- Design Approach/Construction Management Approach (Combined)
- Project Budget Analysis

We acknowledge receipt of all bid documents

Respectfully,

A handwritten signature in black ink, appearing to read 'Luke Horning', is written over a light blue horizontal line.

Luke Horning, Chief Estimator, KW Construction & Restoration

KW Construction & Restoration

PO Box 512 - 1001 Poplar St. - Leadville, CO 80461 - 719.486.1615 - KW@KWRestoration.com



KW Construction & Restoration

City of Salida RFP

Salida Hot Springs and Aquatics Center locker room upgrade

Project Team Members

General Firm Personnel:

Kyle Welch

Owner/President

Dale Wibbenmeyer

Chief Operating Officer

Luke Horning

Chief Estimator, Draftsman

Project-specific Personnel:

Paul McClelland

Role: Mitigation Manager

Biography: Paul McClelland has been with KW for 6.5 years; he has ten years of experience in supervising remediation work. He is certified in water, fire and microbial (mold) remediation. He is also certified in commercial drying.

Randy Garrison

Role: Reconstruction Manager

Biography: Randy has more than 28 years of managing construction projects and performing hands-on work in the construction industry. Randy has experience in all aspects of construction both commercial and residential and was a successful business owner before relocating to Salida. Randy has superior communication skills and has proven himself to be organized.

Jennifer Eaves

Role: Project Administrator

Biography: Jennifer Eaves has been with KW for 5.5 years; she has been performing estimating functions and assisting with project management for three years. Her education background in English Literature assists in her ability to communicate well. She is a certified technician in water remediation and advanced microbial remediation.

KW Construction & Restoration

PO Box 512 - 1001 Poplar St. - Leadville, CO 80461 - 719.486.1615 - KW@KWRestoration.com



KW Construction & Restoration

City of Salida RFP

Salida Hot Springs and Aquatics Center locker room upgrade

Exhibit A: Similar Work/References

Project: CMC – Crown Point Addition and Remodel
Project Location: 901 US Hwy 24
Leadville, CO 80461
Total Cost: \$411,000.00
Time Frame: 2016-2017
Brief Description of Work: Constructed an addition for new elevator, facilitated elevator installation, minor remodeling.
Contact: David Negrete, Physical Plant Manager
719.486.4220
dnegrete@coloradomtn.edu

Project: Sayer McKee Renovation
Project Location: 615 Harrison Ave.
Leadville CO, 80461
Total Cost: \$2,195,000
Time Frame: 2016-2017
Brief Description of Work: Renovation of 6,200 sq ft historic downtown Leadville building.
Contact: Kyle Welch
719.293.0366
kwelch@kwrestoration.com

Project: Timbers Water Loss Mitigation and Repairs
Project Location: 20 Marcellina Lane
Mt Crested Butte, CO 81225
Total Cost: \$1,851,132.47
Time Frame: 2018-2019
Brief Description of Work: Water damage mitigation and reconstruction of upscale condominium building after major water loss
Contact: Rob Harper, Toad Property Management
970-349-2773
rob@toadpropertymanagement.com

KW Construction & Restoration

PO Box 512 - 1001 Poplar St. - Leadville, CO 80461 - 719.486.1615 - KW@KWRestoration.com

2020 Locker room upgrades
Salida, CO 81201
PROJECT BUDGET ANALYSIS SHEET

1. GENERAL REQUIREMENTS	\$ 16,500.00
2. SITEWORK	\$ 55,000.00
3. CONCRETE	\$ 0.00
4. MASONRY	\$ 0.00
5. METALS	\$ 0.00
6. WOOD AND PLASTIC	\$ 500.00
7. THERMAL AND MOISTURE	\$ 3,000.00
8. DOORS AND WINDOWS	\$ 0.00
9. FINISHES	\$ 75,000.00
10. MECHANICAL	\$ 7,400.00
11. ELECTRICAL	\$ 600.00


LUMP SUM TOTAL (Base Bid/GMP) \$ 158,000.00

TOTAL PROPOSAL (written) One Hundred Fifty-Eight Thousand

The time of completion of the work, **AFTER GIVEN NOTICE TO PROCEED:**
90 Calendar Days

The undersigned Proposer

hereby agrees to furnish the required bond and enter into contract within ten (**10**) days from the date of the acceptance of this proposal and agrees to complete the entire work covered by this proposal within the number of calendar days stipulated after date of due notification from Owner instructing him to commence work thereon.



Contractor
April 9, 2020

Date



KW Construction and Restoration

Insured: Salida Hot Springs

Property:

Salida, CO 81201

Estimator: Jennifer Eaves

Position: Estimator

Company: KW Construction and Restoration

Claim Number:

Policy Number:

Type of Loss:

Date of Loss:

Date Received:

Date Inspected:

Date Entered: 11/21/2019 12:53 PM

Price List: CORE8X_NOV19

Restoration/Service/Remodel

Estimate: SALIDAHOTSPRINGS-REP



SALIDAHOTSPRINGS-REP

Main Level

Women's Locker Room

Height: 8'

Missing Wall - Goes to Floor 3' X 6' 8" Opens into Exterior
Missing Wall - Goes to Floor 2' 10" X 6' 8" Opens into Exterior

DESCRIPTION	QTY	UNIT PRICE	TOTAL
1. Batt insulation - 4" - R13 - paper faced	943.14 SF @	0.83 =	782.81
2. Polyethylene vapor barrier, seam taping & joint caulking	943.14 SF @	0.49 =	462.14
3. 5/8" mold/mildew resistant - hung, taped ready for texture	943.14 SF @	2.37 =	2,235.24
4. 1/4" Cement board	625.00 SF @	4.71 =	2,943.75
5. Mortar bed for tile	625.00 SF @	7.98 =	4,987.50
6. Wall tile - 60 to 75 SF	3.00 EA @	1,467.18 =	4,401.54
7. Tile base	180.00 LF @	18.67 =	3,360.60
8. Tile shower - 121 to 150 SF	3.00 EA @	2,852.59 =	8,557.77
9. Seal grout on tile wall	910.78 SF @	1.66 =	1,511.89
10. Shower faucet	4.00 EA @	236.68 =	946.72
11. Toilet - Reset	4.00 EA @	151.59 =	606.36
12. Texture drywall - light hand texture	500.00 SF @	0.60 =	300.00
13. Seal/prime then paint the surface area twice (3 coats)	500.00 SF @	1.28 =	640.00
14. Sink - single - Reset	3.00 EA @	91.69 =	275.07
15. Install toilet partition	1.00 EA @	236.27 =	236.27
16. Install toilet partition - oversized/handicap	1.00 EA @	271.78 =	271.78
17. Install Handicap grab bar	5.00 EA @	41.97 =	209.85
18. Install soap/hand sanitizer dispenser - wall mounted	6.00 EA @	16.80 =	100.80
19. Install diaper change station - plastic	1.00 EA @	262.27 =	262.27
20. Install hot air hand dryer	1.00 EA @	167.59 =	167.59
21. Install Swimwuit spinner	1.00 EA @	162.27 =	162.27
22. Install feminine napkin dispense	1.00 EA @	78.75 =	78.75
23. Install Mirror - plate glass	2.00 SF @	7.76 =	15.52
24. Install Corner trim - plastic	112.00 LF @	1.07 =	119.84
25. Install locker room bench- Detach	45.00 LF @	8.67 =	390.15
26. Install Locker- Detach	2.00 EA @	75.55 =	151.10
27. Final cleaning - construction - Commercial	773.10 SF @	0.26 =	201.01

Men's Locker Room

Height: 8'

Missing Wall - Goes to Floor 3' X 6' 8" Opens into Exterior
Missing Wall - Goes to Floor 3' 1" X 6' 8" Opens into Exterior

DESCRIPTION	QTY	UNIT PRICE	TOTAL
-------------	-----	------------	-------



CONTINUED - Men's Locker Room

DESCRIPTION	QTY	UNIT PRICE	TOTAL
28. Batt insulation - 4" - R13 - paper faced	803.62 SF @	0.83 =	667.00
29. Polyethylene vapor barrier, seam taping & joint caulking	803.62 SF @	0.49 =	393.77
30. 5/8" mold/mildew resistant - hung, taped ready for texture	803.62 SF @	2.37 =	1,904.58
31. 1/4" Cement board	625.00 SF @	4.71 =	2,943.75
32. Mortar bed for tile	625.00 SF @	7.98 =	4,987.50
33. Wall tile - 60 to 75 SF	3.00 EA @	1,467.18 =	4,401.54
34. Tile base	145.00 LF @	18.67 =	2,707.15
35. Tile shower - 121 to 150 SF	2.00 EA @	2,852.59 =	5,705.18
36. Seal grout on tile wall	875.91 SF @	1.66 =	1,454.01
37. Shower faucet	2.00 EA @	236.68 =	473.36
38. Toilet - Reset	2.00 EA @	151.59 =	303.18
39. Texture drywall - light hand texture	500.00 SF @	0.60 =	300.00
40. Seal/prime then paint the surface area twice (3 coats)	500.00 SF @	1.28 =	640.00
41. Sink - single - Reset	2.00 EA @	91.69 =	183.38
42. Install soap/hand sanitizer dispenser - wall mounted	6.00 EA @	16.80 =	100.80
43. Install diaper change station - plastic	1.00 EA @	262.27 =	262.27
44. Install hot air hand dryer	1.00 EA @	167.59 =	167.59
45. Install Swimwuit spinner	1.00 EA @	162.27 =	162.27
46. Install Mirror - plate glass	2.00 SF @	7.76 =	15.52
47. Install Urinal - wall hung	2.00 EA @	278.28 =	556.56
48. Install Corner trim - plastic	112.00 LF @	1.07 =	119.84
49. Install locker room bench	45.00 LF @	8.67 =	390.15
50. Install Locker	2.00 EA @	75.55 =	151.10
51. Final cleaning - construction - Commercial	575.95 SF @	0.26 =	149.75

Family 1

Height: 8'

DESCRIPTION	QTY	UNIT PRICE	TOTAL
52. Batt insulation - 4" - R13 - paper faced	137.93 SF @	0.83 =	114.48
53. Polyethylene vapor barrier, seam taping & joint caulking	137.93 SF @	0.49 =	67.59
54. 5/8" mold/mildew resistant - hung, taped ready for texture	137.93 SF @	2.37 =	326.89
55. 1/4" Cement board	225.00 SF @	4.71 =	1,059.75
56. Mortar bed for tile	225.00 SF @	7.98 =	1,795.50
57. Wall tile - 60 to 75 SF	1.00 EA @	1,467.18 =	1,467.18
58. Tile base	34.48 LF @	18.67 =	643.74



CONTINUED - Family 1

DESCRIPTION	QTY	UNIT PRICE	TOTAL
59. Tile shower - 121 to 150 SF	1.00 EA @	2,852.59 =	2,852.59
60. Seal grout on tile wall	259.48 SF @	1.66 =	430.74
61. Shower faucet	4.00 EA @	236.68 =	946.72
62. Toilet - Reset	4.00 EA @	151.59 =	606.36
63. Texture drywall - light hand texture	68.97 SF @	0.60 =	41.38
64. Seal/prime then paint the surface area twice (3 coats)	70.00 SF @	1.28 =	89.60
65. Install sink - wall mounted	1.00 EA @	229.91 =	229.91
66. Install soap/hand sanitizer dispenser - wall mounted	1.00 EA @	16.80 =	16.80
67. Install diaper change station - plastic	1.00 EA @	262.27 =	262.27
68. Install hot air hand dryer	1.00 EA @	167.59 =	167.59
69. Install Mirror - plate glass	1.00 SF @	7.76 =	7.76
70. Install Handicap grab bar	4.00 EA @	41.97 =	167.88
71. Install locker room bench	3.00 LF @	8.67 =	26.01
72. Final cleaning - construction - Commercial	66.26 SF @	0.26 =	17.23

Family 2

Height: 8'

DESCRIPTION	QTY	UNIT PRICE	TOTAL
73. Batt insulation - 4" - R13 - paper faced	138.07 SF @	0.83 =	114.60
74. Polyethylene vapor barrier, seam taping & joint caulking	138.07 SF @	0.49 =	67.65
75. 5/8" mold/mildew resistant - hung, taped ready for texture	138.07 SF @	2.37 =	327.23
76. 1/4" Cement board	225.00 SF @	4.71 =	1,059.75
77. Mortar bed for tile	225.00 SF @	7.98 =	1,795.50
78. Wall tile - 60 to 75 SF	1.00 EA @	1,467.18 =	1,467.18
79. Tile base	34.52 LF @	18.67 =	644.49
80. Tile shower - 121 to 150 SF	1.00 EA @	2,852.59 =	2,852.59
81. Seal grout on tile wall	259.52 SF @	1.66 =	430.80
82. Shower faucet	4.00 EA @	236.68 =	946.72
83. Toilet - Reset	4.00 EA @	151.59 =	606.36
84. Texture drywall - light hand texture	69.03 SF @	0.60 =	41.42
85. Seal/prime then paint the surface area twice (3 coats)	70.00 SF @	1.28 =	89.60
86. Install sink - wall mounted	1.00 EA @	229.91 =	229.91
87. Install soap/hand sanitizer dispenser - wall mounted	1.00 EA @	16.80 =	16.80
88. Install diaper change station - plastic	1.00 EA @	262.27 =	262.27
89. Install hot air hand dryer	1.00 EA @	167.59 =	167.59



CONTINUED - Family 2

DESCRIPTION	QTY	UNIT PRICE	TOTAL
90. Install Mirror - plate glass	1.00 SF @	7.76 =	7.76
91. Install Handicap grab bar	4.00 EA @	41.97 =	167.88
92. Install locker room bench	3.00 LF @	8.67 =	26.01
93. Final cleaning - construction - Commercial	66.78 SF @	0.26 =	17.36

General

DESCRIPTION	QTY	UNIT PRICE	TOTAL
94. Taxes, insurance, permits & fees (Bid Item) <i>This is an allowance. Actual cost to be applied once obtained.</i>	1.00 EA @	600.00 =	600.00
95. Tandem axle dump trailer - per load - including dump fees	1.00 EA @	249.26 =	249.26
96. HVAC Bid Item <i>The HVAC system should be tested and any recommended changes be made to provide adequate ventilation in the locker room areas.</i>	1.00 EA @		PER BID

Grand Total Areas:

4,064.38 SF Walls	1,482.08 SF Ceiling	5,546.47 SF Walls and Ceiling
1,482.08 SF Floor	164.68 SY Flooring	505.69 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	517.52 LF Ceil. Perimeter
1,482.08 Floor Area	1,596.41 Total Area	5,616.71 Interior Wall Area
1,415.67 Exterior Wall Area	165.05 Exterior Perimeter of Walls	
0.00 Surface Area	0.00 Number of Squares	0.00 Total Perimeter Length
0.00 Total Ridge Length	0.00 Total Hip Length	



Summary for Dwelling

Line Item Total	87,045.54
Material Sales Tax	1,885.04
Subtotal	88,930.58
Overhead	8,893.19
Profit	8,893.19
Replacement Cost Value	\$106,716.96
Net Claim	\$106,716.96

Jennifer Eaves
Estimator



Recap of Taxes, Overhead and Profit

	Overhead (10%)	Profit (10%)	Material Sales Tax (8.65%)	Manuf. Home Tax (8.65%)	Storage Rental Tax (8.65%)	Local Food Tax (5.75%)
Line Items	8,893.19	8,893.19	1,885.04	0.00	0.00	0.00
Total	8,893.19	8,893.19	1,885.04	0.00	0.00	0.00



Recap by Room

Estimate: SALIDAHOTSPRINGS-REP

Area: Main Level

Women's Locker Room	34,378.59	39.49%
Men's Locker Room	29,140.25	33.48%
Family 1	11,337.97	13.03%
Family 2	11,339.47	13.03%
<hr/>		
Area Subtotal: Main Level	86,196.28	99.02%
General	849.26	0.98%
<hr/>		
Subtotal of Areas	87,045.54	100.00%
<hr/>		
Total	87,045.54	100.00%



Recap by Category

O&P Items	Total	%
CLEANING	385.35	0.36%
GENERAL DEMOLITION	249.26	0.23%
DRYWALL	5,476.74	5.13%
FLOOR COVERING - CERAMIC TILE	7,355.98	6.89%
PERMITS AND FEES	600.00	0.56%
FINISH CARPENTRY / TRIMWORK	239.68	0.22%
FINISH HARDWARE	1,369.72	1.28%
INSULATION	2,670.04	2.50%
MIRRORS & SHOWER DOORS	46.56	0.04%
PLUMBING	6,910.61	6.48%
PAINTING	1,459.20	1.37%
TOILET & BATH ACCESSORIES	3,176.39	2.98%
TILE	57,106.01	53.51%
O&P Items Subtotal	87,045.54	81.57%
Material Sales Tax	1,885.04	1.77%
Overhead	8,893.19	8.33%
Profit	8,893.19	8.33%
Total	106,716.96	100.00%



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: April 21, 2020

AGENDA ITEM NO. 2.e.	ORIGINATING DEPARTMENT: Community Development	PRESENTED BY: Glen Van Nimwegen
--------------------------------	---	---

ITEM:

Approval to fully release the public improvement warranty guarantees and accept the conveyance of all public improvements for the Two Rivers, Two Rivers Commons and Angel View subdivisions.

BACKGROUND:

The City Council has approved Subdivision Improvement Agreements for the above projects. All of the agreements require financial guarantees for the public improvements at an amount equal to the proposed cost, plus 25%. The agreements require the City Council to approve reductions in the guarantees as work is accepted by the Public Works Director. After the work is complete, a warranty amount is withheld for one year to ensure any corrections can be made. After passing the warranty period, if no extensions are required, the City Council accepts the public improvements.

The public improvements for Two Rivers included the streets, sidewalks drainage improvements and all underground sewer and water lines. Two Rivers Commons is the mixed-use project on CR 105 and Scott Street and included a short sewer main. Angel View has private streets so the only public improvements are the water and sewer lines. The table below summarizes the history of construction guarantees and warranty amounts for the three subdivisions.

Subdivision	Original Guarantee Amount	Warranty Amounts	Letter of Credit	Warranty Expired
Two Rivers Subdivision	\$850,000	\$68,000	1163	November 6, 2019
Two Rivers Commons	\$50,000	\$50,000	Cash	November 6, 2019
Angel View	\$173,688	\$59,938	1166 & 1169	November 6, 2019

The spreadsheet attached details all of the outstanding public improvement guarantees for projects in Salida and the sewer portions in Poncha Springs.

STAFF RECOMMENDATION:

Staff recommends releasing the public improvement warranty guarantees and accepting the conveyance of public improvements as described above.

SUGGESTED MOTION:

A Council person should make a motion to “fully release the public improvement warranty guarantees and accept the conveyance of all public improvements for the Two Rivers Subdivision and Angel View Subdivision as outlined by staff.”

Attachments:

Public Improvement Guarantees

Project Title	Developer	Bond/LOC	Number	Bond/LOC Date	Original Performance Amount	Performance Reduction			Warranty Amount	Status	Acceptance Date	Warranty Date
						Date	New Amount	Percent Complete				
Two Rivers Subdivision Phase 1	Natural Habitats	LOC		08/30/2017	\$ 850,000.00	12/19/2017	\$ 433,500.00	51%		A		
			1162		\$ 433,500.00	02/20/2018	\$ 30,000.00	7%		A		
			1163		\$ 30,000.00	11/06/2018	\$ -	100%	\$ 68,000.00	R	11/06/2018	11/06/2019
Two Rivers Commercial	Natural Habitats	Cash		08/27/2018	\$ 50,000.00	11/06/2018	\$ -	100%	\$ 50,000.00	R	11/06/2018	11/06/2019
Oak Street Condominiums	Harder - Diesslen	LOC	1165	02/15/2018	\$ 99,985.00	04/16/2018	\$ 7,999.00	68%				
					\$ 7,999.00	11/06/2018	\$ -	100%	\$ 12,000.00	A	06/12/2018	06/12/2020
Angel View Phases 1 and 2	Harder-Diesslin	LOC	1166	03/23/2018	\$ 142,188.00	11/06/2018	\$ 28,438.00	20%	\$ 28,438.00	R		04/05/2020
		LOC	1169	06/14/2018	\$ 31,500.00				\$ 31,500.00	R		04/05/2020
Total									\$ 59,938.00			
Quarry Station	Poncha Springs	Bond			\$ 163,863.00				\$ 163,863.00	C		
Tail Wind Village	Salida	LOC	1173	12/21/2018	\$ 265,625.00				\$ 265,625.00	C		
	Poncha Springs	LOC	1173	12/21/2018	\$ 1,131,071.00				\$ 1,131,071.00	C		
River Ridge Subdivision	Arkansas Living, LLC	Bond	54227617	02/26/2020	\$ 1,675,787.00				\$ 1,675,787.00	C		

Abbreviations

- LOC Letter of Credit
- C Construction Underway
- A Accepted and in Warranty Period
- R Released from Warranty

To the Salida City Council:

- First I would like to thank the citizens of Salida for stepping up during the coronavirus and following the guidelines.
- I would like to thank the Salida business community and all of our business owners and for the citizens shopping local.
- I would like to thank the Salida city administration for closing city hall, the pool, and the steam plant.
- It makes me proud to live in the town of Salida.
- Thanks to the doctors in Salida and the health experts and Governor Polis to the mayor and the city council for providing leadership in a time of crisis such as this.
- Thanks to P.T. Wood who is a good mayor and Dan Shore who is a good acting mayor. and
- Thanks to the county commissioners and HRRMC in Salida for their hard work and dedication and all the agency's in the Touber Building. You are what makes our town stronger and keeps us going and makes this proud to live in this city.
- And thanks to a wonderful city manager such as Drew Nelson and he has done a wonderful job in Salida, we are lucky to have him.
- Thanks to the towns of Buena Vista and Poncha Springs for their partnership.
- and also may we go back to normal soon and thanks for the team work and also
- In a sad note I my god mother Nancy Maes died on April 3rd and I want to say thanks for the love and support we have received, all the cards, flowers, and letters, you people are a part of our lives. Thanks to my mom's costumers at the Head Quarters hair salon, doctors Dan Lombardo, Megan Grant, Wayne Callen, David Albright, and doctor Kanard. Thank you HRRMC in Salida, the dialysis center in Canon City and Salida. She liked people and she loved her family and her friends and Salida, Canon City, and Leadville liked her. She was a good role model to everyone – she helped my mom Donna raise me and she was she was a good sister and daughter. She taught me about life and guided me on all the jobs I have had over the years. She made me a better person and the person who you see today. I am proud of her – she had a never say die attitude and I am grateful to the town of Salida and their love for us and to all my friends too. She loved life. I want to thank Dan Shore and P.T. Wood on their thoughts on her. I am proud of this community and their sympathies over the couple of weeks – we love you.

Adam Martinez



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: April 21, 2020

AGENDA ITEM NO. 4.a.	ORIGINATING DEPARTMENT: Administration	PRESENTED BY: Drew Nelson
--------------------------------	--	-------------------------------------

ITEM:

Ordinance 2020-07 – An Ordinance of the City Council of the City of Salida, Colorado Amending Chapter 6 of the Salida Municipal Code Concerning Short Term Rentals, Second Reading and Public Hearing

BACKGROUND:

Following feedback from members of the community (including real estate agents and short term rental owners), the City Council instructed staff to continue to evaluate best practices to ensure the orderly and viable operation of short term rentals in the City of Salida.

Many of you have asked the Clerk's Office and City Attorney to draft an amendment to our short term rental regulations. The proposed change would allow short term rental licenses within the 3 zone districts where the use is permitted "by right" to be obtained at any time during the year. Unlike the City's residential zone districts, there is no maximum cap on short term rental units allowed in the RMU C-1 and C-2 zones and therefore no waitlist required to be maintained by the Deputy City Clerk.

The Ordinance provides clarity, cleans up some questions, and ensures consistency within all chapters of the Salida Municipal Code as it relates to short term rentals. The language was reviewed and approved by the pertinent members of the City staff who process, administer and regulate short term rental licensing.

Although we still plan to have a broader discussion on the general topic of short term rentals at a future City Council work session, we recommend making this change in the interim. The timing works well with the effective dates of all STR licenses within the Clerk's office. Additionally, we are cautiously optimistic that the timing may coincide with when the City is open and ready for business and tourism.

FISCAL NOTE:

None.

STAFF RECOMMENDATION:

Staff recommends that the City Council approve the proposed changes regarding short term rentals to allow for applications in the RMU, C-1, and C-2 districts.

SUGGESTED MOTIONS:

A City Councilperson should make a motion to approve Ordinance 2020-07 on second reading, followed by a second and a roll call vote.

CITY OF SALIDA, COLORADO
ORDINANCE NO. 07
(Series of 2020)

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SALIDA,
COLORADO AMENDING CHAPTER 6 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 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, and subsequently amended, certain regulations concerning short-term rentals within Chapter 6, Article VI of the Salida Municipal Code (“Code”); and

WHEREAS, through observing the processes provided for in the Code concerning short-term rentals, along with taking into consideration City staff recommendations regarding administration, enforcement and regulation, Council has expressed the desire to amend certain provisions of Chapter 6, Article IV, to ensure clarity, fairness and consistency with the goals of the City, its residents, businesses and customers, as well as with other portions of the Code; and

WHEREAS, the Council has conducted its review of the issues, and find that it would further the public health, safety and welfare of the citizens of Salida to amend Chapter 6, Article VI, concerning regulation and enforcement of 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 6-6-30 of the Salida Municipal Code is hereby amended to read as follows:

Sec. 6-6-30. - Application, issuance and renewals.

- (a) ~~New licenses, and renewals of licenses, shall be issued on June 1 of every year, and shall be valid from July 1 through June 30.~~ Any person desiring a license to engage in the short-term rental business shall apply to the City Administrator prior to any

advertising on forms provided by the City Clerk. **New license applications for properties within the RMU, C-1, and C-2 zone districts must be submitted at least thirty (30) days prior to the date of the intended use and prior to any advertising of the property as a short-term rental. New license applications for properties within any zone district other than RMU, C-1 and C-2, and all renewal applications, shall be submitted by June 1 of every year, and licenses shall be valid from July 1 through June 30. New license application fees for properties within the RMU, C-1 and C-2 zone districts shall not be pro-rated or reduced.**

(b) The City Administrator may issue a short-term rental business license upon all the following conditions:

- (1) The applicant has submitted a complete application form and provided all required information regarding the short-term rental unit, including, but not limited to a copy of the applicable sales tax license, and the local contact person.
- (2) The applicant has paid the appropriate fee established by the City Council.
- (3) The property to be used for a short-term rental business has completed and complied with the City short-term rental unit inspection worksheet.

(c) The City Administrator may renew a short-term rental business license upon all the following conditions:

- (1) The applicant has submitted a complete renewal form and provided all required information regarding the short-term rental unit, including, but not limited to a copy of the applicable sales tax license, and the local contact person.
- (2) The applicant has paid the appropriate fee established by the City Council, and all applicable taxes throughout the previous year.
- (3) The property to be used for a short-term rental business has completed and complied with the City short-term unit inspection worksheet and there are no outstanding health and safety violations on the property that are related to the "Short-Term Rental License Renewal Fire Department Checklist," any other application requirements set by the Fire Department, or any violations of Chapter 18 of this Code as it relates to habitability.
- (4) The applicant has submitted the appropriate affidavit, as required by Section 6-6-20.
- (5) There have been no violations of the provisions of this Article, or of any law, or regulation pertaining to the requirements of the application, or at the property, or of any of the terms pertaining to the license over the past year.
- (6) The licensee has remitted sales taxes during the previous year.

- (d) It is the duty of each short-term rental licensee to ensure that all of the information provided in a license application is kept up to date at all times, and it shall be unlawful for a licensee to fail to provide updated information to the City within ten (10) days after the date upon which any information provided is no longer accurate.
- (e) No license issued under this Article shall be transferable and no license is valid as to any person or entity other than the person or entity named thereon.

Section 3. 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 ____ day of _____, 2020 and set for second reading and public hearing on the ____ day of _____, 2020.

INTRODUCED ON SECOND READING, FINALLY ADOPTED and ORDERED PUBLISHED BY TITLE ONLY, by the City Council on the ____ day of _____, 2020.

CITY OF SALIDA

By: _____
Mayor

ATTEST: (SEAL)

By: _____
Deputy City Clerk

PUBLISHED IN FULL in the Mountain Mail after First Reading on the ____ day of _____, 2020, and **BY TITLE ONLY, OR IN FULL**, after Final Adoption on the ____ day of _____, 2020.

By: _____
Deputy City Clerk



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: April 21, 2020

AGENDA ITEM NO. 4.b.	ORIGINATING DEPARTMENT: Parks and Recreation	PRESENTED BY: Diesel Post
--------------------------------	--	-------------------------------------

ITEM:

Ordinance 2020-08 – An Ordinance of the City Council of the City of Salida, Colorado Amending Article XIV of Chapter Two of the Salida Municipal Code to Change the Title and Functions of the Recreation Advisory Board, Second Reading and Public Hearing

BACKGROUND:

Based on the recommendations of the Parks, Recreation, Open Space and Trails Master Plan approved by the Salida City Council, staff and the City Attorney have crafted the attached Ordinance for the City Council's consideration. The changes to the SMC, which would change the Recreation Advisory Board ("RAB") to the Parks, Recreation, Open Space and Trails Advisory Board ("PROST Board"), are intended to accomplish three goals:

- To serve as a link between the City Council, City staff, and the community.
- To assist the City in evaluating and prioritizing parks, trails, recreation, and open space projects in the community.
- To assist the City in evaluating funding sources for parks, trails, recreation, and open space projects in the community.

FISCAL NOTE:

None.

STAFF RECOMMENDATION:

Staff recommends that the City Council approve the proposed changes to the Salida Municipal Code related to the Recreation Advisory Board, changing it to the Parks, Recreation, Open Space and Trails Advisory Board.

SUGGESTED MOTIONS:

A City Councilperson should make a motion to approve Ordinance 2020-08 on second reading, followed by a second and a roll call vote.

ORDINANCE NO. 08
(Series of 2020)

**AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO
AMENDING ARTICLE XIV OF CHAPTER TWO OF THE SALIDA MUNICIPAL
CODE TO CHANGE THE TITLE AND FUNCTIONS OF THE RECREATION
ADVISORY BOARD**

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 this authority, the City has previously adopted certain regulations within Chapter 2 the Salida Municipal Code (“Code”) concerning to administration and personnel and boards and commissions; and

WHEREAS, within Chapter 2, Article XIV of the Code, the City created the Recreation Advisory Board to assist the City on issues relating to parks, trails, recreation and open space; and

WHEREAS, the Recreation Advisory Board has recently recommended changing its title to “Parks, Recreation, Open Space and Trails Advisory Board,” along with amending some of the Board’s functions and structure; and

WHEREAS, the City Council now desires to amend the Code to reflect those recommendations 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. Chapter 2, Article XIV of the Salida Municipal Code is hereby amended in its entirety to read as follows:

ARTICLE XIV. - ~~RECREATION ADVISORY BOARD~~ PARKS, RECREATION, OPEN SPACE AND TRAILS ADVISORY BOARD

Sec. 2-14-10. - Establishment.

There is hereby created and established a ~~Recreation Advisory Board~~ **Parks, Recreation, Open Space and Trails Advisory Board** for the City, which shall perform those duties and exercise those powers and responsibilities as set forth in this Article.

Sec. 2-14-20. - Membership and organization.

- (a) The ~~Recreation Advisory Board~~ **Parks, Recreation, Open Space and Trails Advisory Board** shall consist of seven (7) members, including five (5) at-large members appointed by the City Council, the **Parks and Recreation** Director, and the Public Works Director, and two (2) alternates appointed by the City Council.
- (b) The term of appointed members shall be two (2) years, except that the term of two (2) of the members appointed to the first ~~Recreation Advisory Board~~ **Parks, Recreation, Open Space and Trails Advisory Board** shall be for only one (1) year. Alternate members shall serve one-year terms. In the event that a vacancy shall occur during the term of any member, a successor shall be appointed for the unexpired portion of the term. Members may be reappointed to serve successive terms without limitation.
- (c) A majority of the members shall be a quorum for the transaction of business.
- (d) **Members of the Board may be removed by action of the City Council for malfeasance, for non-excused failure to attend three consecutive meetings of the Board, or excessive absences deemed detrimental by a majority vote of the Board. To be considered excused, members must contact the Parks and Recreation Director at least 24 hours in advance of the scheduled meeting. Excused absences for emergency or illness will be noted in the meeting minutes.**
- (e) **The officers of the Parks, Recreation, Open Space and Trails Advisory Board shall be the Chairperson, Vice-Chairperson and Secretary. These officers shall perform the duties prescribed by the Board's bylaws and by the City Council. The officers shall be nominated and elected by the Board members by ballot to serve for one year (beginning on July 1) or until their successors are elected.**
- (f) **The Chairperson shall preside over all meetings of the Parks, Recreation, Open Space and Trails Advisory Board. In the absence or disability of the Chairperson, the Vice Chairperson shall perform the duties of the Chairperson.**
- (g) **The Chairperson shall appoint individuals to standing or special committees of the Board, which action shall be approved by a majority of Board members present. The Chairperson shall be an ex-officio member of all committees. Each committee shall be comprised of at least one other member of the Parks, Recreation, Open Space and Trails Advisory Board, and may also be comprised of City residents or qualified professionals. It shall be the responsibility of each Committee Chairperson to submit reports of each meeting to the Parks and Recreation Director.**
- (h) **The most recent edition of "Robert's Rules of Order Newly Revised" shall govern the Board as applicable, unless inconsistent with this Code, the Board's bylaws or any special rules of order the Board adopts.**

- (i) Special meetings may be called by the Board Chairperson or upon the written request of three Board members filed with the Parks and Recreation Director. The purpose of the meeting shall be stated at the time of the request.

Sec. 2-14-30. - Powers and duties.

The Recreation Advisory Board shall have the following powers and duties.

- (1) To serve as a link between the City Council, City staff, and the community.
- (2) To assist the City in evaluating and prioritizing parks, trails, recreation, and open space projects in the community
- (3) To assist the City in evaluating funding sources for parks, trails, recreation, and open space projects in the community.

Section 3. 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 ____ day of _____, 2020 and set for second reading and public hearing on the ____ day of _____, 2020.

INTRODUCED ON SECOND READING, FINALLY ADOPTED and ORDERED PUBLISHED BY TITLE ONLY, by the City Council on the ____ day of _____, 2020.

CITY OF SALIDA

By: _____
Mayor

ATTEST:

(SEAL)

By: _____
Deputy City Clerk

PUBLISHED IN FULL in the Mountain Mail after First Reading on the _____ day of _____, 2020, and **BY TITLE ONLY, OR IN FULL**, after Final Adoption on the _____ day of _____, 2020.

By: _____

Deputy City Clerk



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: April 21, 2020

AGENDA ITEM NO. 5.a.	ORIGINATING DEPARTMENT: Administration	PRESENTED BY: Drew Nelson
--------------------------------	--	-------------------------------------

ITEM:

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

BACKGROUND:

As we are all quite aware, the worldwide COVID-19 pandemic has created an environment where federal, state and local governments Article XVII, Section 2-17-10 of the Salida Municipal Code states that when it appears to the Mayor that the general health, safety and welfare of the inhabitants of the City are threatened, he or she may declare a state of emergency by proclamation. After conferring with the Chaffee County Health Department, on Friday, March 13th, 2020, such an emergency declaration was approved by Mayor Wood to approve the City of Salida COVID-19 Action Plan. The City Council ratified the emergency declaration on March 17th, 2020, extending until April 25th, 2020. This Action Plan provides for a tiered response to local conditions and will be evaluated on a constant basis going forward. The Action Plan is attached for your review.

Section 2-17-30 establishes a term of no more than ten (10) days of for any emergency declaration. It also provides that the City Council may extend any proclamation issued by the Mayor for a period not to exceed forty (40) days by a two-thirds (2/3) vote. As the spread of COVID-19 continues, it is imperative that the City continues to follow the protocols established in the Action Plan. As the first declaration comes to an end, it is important to extend the Local State of Emergency until at least the next regular City Council meeting, currently scheduled for May 5th.

FISCAL NOTE:

No direct costs immediately; however, costs may be incurred as this ever-evolving situation goes forward.

STAFF RECOMMENDATION:

Staff recommends approval by the City Council of a Declaration of Extension of Local State of Emergency to implement the City of Salida's COVID-19 Action Plan, as currently established, until at least May 6th, which is one day after the next regular City Council meeting.

SUGGESTED MOTIONS:

A City Councilmember should make a motion to approve a Declaration of extension of Local State of Emergency to implement the City of Salida's COVID-19 Action Plan, extending until May 6, 2020, followed by a second and a roll call vote.

**CITY OF SALIDA, COLORADO
EXTENDING A LOCAL STATE OF EMERGENCY
REGARDING COVID-19 (CORONAVIRUS DISEASE 2019)**

FINDINGS AND CONCLUSIONS:

WHEREAS, COVID-19 is a highly contagious virus that has spread to numerous countries throughout the world, including the United States; and

WHEREAS, the virus may cause serious illness or death in certain cases, particularly for elderly and persons with underlying health conditions; and

WHEREAS, on March 11, 2020, the World Health Organization (“WHO”) declared the worldwide outbreak of COVID-19 a “global pandemic”, pushing the threat beyond the “global health emergency” it had announced in January; and

WHEREAS, on March 11, 2020, the Governor of the State of Colorado declared a state of emergency due to the presence of COVID-19 in Colorado; and

WHEREAS, on March 13, 2020, the Board of County Commissioners of Chaffee County declared a Local Disaster Emergency as authorized under C.R.S. § 24-33.5-703(3) to assist local governments in responding to and recovering from emergency events, including emergency epidemics and pandemics; and

WHEREAS, on March 17, 2020, the Salida City Council unanimously approved an initial Local State of Emergency regarding COVID-19, extending until April 25th, 2020; and

WHEREAS, the Chaffee County Public Health Department anticipates that, due to the contagiousness of the illness and the fact that numerous travelers from around the world visit the County, Chaffee County will see cases of the virus and its transmission within the community; and

WHEREAS, Article XVII, Section 2-17-10 of the Salida Municipal Code authorizes the Mayor to declare a State of Emergency via proclamation when it appears that the general health, safety and welfare of the inhabitants of the City are threatened by general public unrest or riot, or by attack upon the State; and

WHEREAS, Article XVII, Section 2-17-30 allows for the City Council to extend any proclamation issued by the Mayor under Section 2-17-10 to be extended for a period not to exceed forty (40) days by a two-thirds (2/3) vote; and

WHEREAS, the initial State of Local Emergency proclamation will expire on April 25th, which does not coincide with the Governor of the State of Colorado’s stay-at-home order, which currently is extended until April 26th; and

WHEREAS, the cost and magnitude of responding to and recovering from the impact of the COVID-19 virus on local emergency services providers and medical services is anticipated to be far in excess of the community’s available resources; and

WHEREAS, in response to the outbreak of COVID-19 in Chaffee County and the Salida community, and in light of the ongoing risk to public health and safety, at this time it is necessary to extend the existing Local State of Emergency.

NOW THEREFORE, IT IS HEREBY DECLARED BY THE SALIDA CITY COUNCIL:

Section 1. The confirmed presence of COVID-19 in Chaffee County constitutes a Local State of Emergency, as defined in Article XVII, Section 2-17-10 of the Salida Municipal Code, not to exceed a term of forty (40) days.

Section 2. The effect of this declaration of Local State of Emergency shall continue the City's COVID-19 Action Plan, attached hereto as Exhibit A, authorizing a tiered approach to proactively respond to changes in the COVID-19 situation as well as reflect the recommendations of our Federal, State, and Local Health Departments.

Section 3. This declaration shall be made effective immediately on April 21, 2020, and shall be in effect until May 6th, 2020.

APPROVED, DECLARED AND ADOPTED on this 21st day of April, 2020.

CITY OF SALIDA, COLORADO

[SEAL]

ATTEST:

P.T. Wood, Mayor
City of Salida, Colorado

City Clerk



CITY OF SALIDA – COVID-19 ACTION PLAN

Purpose: To provide a comprehensive and tiered Action Plan to City of Salida officials in response to the ongoing COVID-19 pandemic. This Action Plan is intended to slowly escalate to proactively respond to changes in the situation as well as reflect the recommendations of our State and local Public Health Departments. This Action Plan is effective March 13, 2020, until further notice.

Authority: Per Sections 2-17-10 and 2-17-20 of the Salida Municipal Code, when it appears to the Mayor that the general health, safety and welfare of the inhabitants of the City are threatened, he or she may declare a state of emergency proclamation. The proclamation may impose a curfew within the City, may prohibit public or private assemblies, may impose restrictions on movement within the City and may contain other regulations necessary and proper to the maintenance of public peace, order and safety.

Tier I

Heightened Awareness. The CDC and local health authorities have indicated that COVID-19 is in the U.S. and are encouraging citizens to be aware and to focus on sanitization and hygiene.

- Encourage employees to stay home if sick or to go home if exhibiting symptoms while at work. Employees will continue to use sick leave.
- Identify work spaces where employees can temporarily isolate if they are awaiting transportation to their home or medical care.
- Wash hands often, also use hand sanitizer often.
- Cover mouth with arm/elbow if coughing.
- Heightened amount of environmental sanitation – Lysol, wipes, environmental germicide sprays, etc.
- Employees should refrain from traveling to conferences and/or meetings in other parts of the Country where cases of COVID-19 are expanding.
- Acquire/Inspect/Issue Personal Protective Equipment (PPE) to selected City Staff (gloves, masks, etc.).

Tier II

Statewide Concern. The Colorado Department of Health and Environment (CDPHE) have indicated multiple cases of COVID-19 within the State of Colorado. When directed by the Mayor, City Administrator, or their delegate, the City will move its response to Tier II which, in addition to Phase I steps, include:

- Trial Teleworking and staggered shifts authorized. Departments should, on a very limited basis, begin to set up telework sites for a limited number of employees to lessen the impact on Tech Services.
- Employees should refrain of physical contact with each other and with members of the public (i.e. handshakes, hugging, etc.). CDC recommends a 6’ distance of separation.
- Employees should limit or eliminate any outside agency meeting attendance, unless able to be done remotely.
- City Departments should begin to limit internal meetings.
- Employees who self-identify as high risk (having compromised immune systems, for example) should work from home. If sick, no sick leave required – will treat as regular time. This provision would temporarily suspend Section 3.5.E. of the City of Salida Personnel Manual requiring medical certification of illness. This includes any part-time employees currently ineligible for sick leave.
- The City will take direction from State and Local Health authorities.

Tier III

Chaffee County Concern. Chaffee County Health has indicated multiple cases of COVID-19 within the Region. When directed by the Mayor, City Administrator, or their delegate, the City will move its response to Tier III which, in addition to Phase II steps, include:

- Employees will be directed to stay home (or go home) if they or any family member they live with is exhibiting any symptoms, or if they are high risk. Employees staying home will not be required to use sick leave, but will treat it as regular pay. This provision would temporarily suspend Section 3.5.E. of the City of Salida Personnel Manual requiring medical certification of illness. This includes any part-time employees currently ineligible for sick leave.
- Elimination of any City meetings or events (unless able to be done remotely). Recreation programs shut down, including closure of Salida Hot Springs Aquatic Center, the SteamPlant Event Center, and the Rotary Scout Hut. Specific closure dates shall be established by Department Heads and announced via press release.
- Teleworking and staggered shifts authorized. Departments will continue to roll out additional measures or plans to allow employees to work remotely, when feasible.
- Departments must take additional steps they have identified to limit exposure between employees and between employees and members of the public.

- City buildings reduced staffing authorized. Departments will take steps to ensure City Buildings are minimally staffed, but public spaces are very limited.
 - Heightened level of sanitization of spaces including additional germicide spraying.
 - Selected City Staff have PPE on hand and begin utilization, as appropriate.
 - Public events (other than official meetings of City boards) scheduled to take place in City-owned facilities are suspended until further notice. The Salida community is strongly encouraged to engage in social distancing and to postpone or cancel any gatherings where people will congregate in large numbers and/or in close contact with one another.
 - Other steps as directed by State and Local Health authorities.
-

Tier IV

Full implementation of Response Plan. Tier IV may occur at such time as Chaffee County Public Health recommends regionwide social spacing, or schools are shut down, or at such other time as Salida deems it to be in the best interest of the organization and/or community. When directed by the Mayor, City Administrator, or their delegate, the City will move its response to Tier IV which, in addition to Phase III steps, include:

- City Buildings minimally staffed, no public access. Public will be directed to conduct business online, if feasible, or by phone. Non-essential services (City Hall Administration, City Hall Finance, Fire Station Administration, Police Station Administration, Public Works Administration) are closed to the public. Public is encouraged to use digital and telephone communication, website access, online payments, and other ways of communication to conduct business with the City.
 - Departments will fully enact Departmental plans. Teleworking options and staggered shift work maximized. Only essential services ongoing, unless able to be provided through employees working remotely.
 - Incident Command may be set up locally or in coordination with County Authorities.
 - Selected City Staff mandatory use of PPE.
 - Other steps as directed by State and Local Health authorities, including support of their efforts.
-

Mayor P.T. Wood is encouraging the greater Salida and Chaffee County community to work together during this time. “It is imperative that we understand the impact of this pandemic on our community, and we know that collective action on preventative hygiene and minimizing social gatherings will significantly reduce the long-term impacts on Salida,” he said. “These short-term measures will build upon our resiliency and strength. We have one goal in mind – to mitigate the possible spread of the disease and avoid a longer-term risk to our community. The City of Salida is asking your cooperation in proactively implementing these measures.”



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: April 21, 2020

AGENDA ITEM NO. 5.b.	ORIGINATING DEPARTMENT: City Clerk	PRESENTED BY: Erin Kelley
--------------------------------	--	-------------------------------------

ITEM:

Public Comment and Participation Policy

BACKGROUND:

In an effort to continue to provide continuity of access to local government processes while protecting the integrity of City Council and other public meetings, staff has been working to create a policy for public comment and participation. Due to the COVID-19 pandemic, communities across the state have struggled with how to implement these policies. Resolution 2020-11, which was approved at the last City Council meeting, allows for the City to adopt an electronic participation policy in times of a local emergency declaration.

In order to better inform the public, and to invite individuals to participate in both public comment and public hearings, staff has prepared the attached Public Comment and Participation Policy to provide citizens clear guidance and some recommended best practices for participating. This includes reading comments into the public record and encouraging emailed messages to convey ideas, thoughts and opinions for the City Council's consideration. We have operated the past two City Council meetings with these protocols informally.

FISCAL NOTE:

None.

STAFF RECOMMENDATION:

Staff recommends that the City Council approve the attached Public Comment and Participation Policy.

SUGGESTED MOTIONS:

A City Councilperson should make a motion to approve the Public Comment and Participation Policy, followed by a second and a roll call vote.

CITY OF SALIDA – PUBLIC COMMENT AND PARTICIPATION POLICY

HOW TO PARTICIPATE IN VIRTUAL CITY OF SALIDA MEETINGS

On March 17, 2020, the Salida City Council adopted an “Electronic Participation Policy” to help control the spread of the COVID-19 virus, while allowing the City government to continue operating in a safe manner during the local state of emergency. This includes conducting City Council, Planning Commission and other board and commission meetings virtually, while still encouraging public participation.

The instructions below serve to further describe the various ways in which the public may participate in virtual public meetings.

TO COMMENT DURING THE LIVE MEETING BY WEB OR PHONE:

- Join the live meeting through the web link or phone number (with access code) provided at the top of all meeting agendas.
- You will be joined into the meeting and automatically muted.
- If you would like to provide Public Comment, via smartphone, please type in the question box indicating you would like to speak. After all smartphone requests have been addressed, all participants will be unmuted and we will reach out by last names. (For example, the Mayor or meeting Chair may say: “Now is the time for public comment. All members of the public will be unmuted. Please mute yourself or keep background noise to a minimum. If your last name begins with A through F you may now speak.”)
- Please only join via Go to Meeting or phone meeting if you intend to participate. If you wish to simply view the meeting, see below.

TO VIEW THE MEETING LIVE OR LATER:

- The meeting will be live streamed and archived for viewing at:
 - City of [Salida’s YouTube Channel](#)
 - Channel 191 on Charter Cable

HELPFUL TIPS FOR A GOOD VIRTUAL MEETING EXPERIENCE:

- If joining through the web, log on 5 minutes before the start of the meeting, since some online products require downloads and installation.
- State your name when you speak.
- Turn off nearby cell phones, if you are using a computer to connect.
- Please use a headset or earbuds.
- Have **Only** the virtual meeting application open on your computer. If you are running other programs like email or have additional websites open in your browser, it will interfere with your ability to hear or see the information. Close all other applications and windows when participating.
- Please limit distractions when possible. Be aware of background noise.
- Video streaming is a relatively new technology. Therefore, keep in mind the following, when connecting with your computer/tablet or smart phone:

- If your computer/tablet or smart phone is older than 2015 it is recommended that you use a landline/standard telephone to dial into the virtual meeting number to ensure that you can hear the meeting clearly.
- Internet service minimum needs to be 40-50 Mbps for best results with a virtual meeting.
- Depending on the Internet speed and service in your neighborhood, the most reliable way to participate in the meeting is to call the phone number provided, rather than joining the meeting through the web link.

TO COMMENT IN ADVANCE OF A LIVE MEETING:

- Visit www.cityofsalida.com or <https://cityofsalida.com/library/meetings/> to review agendas and packets.
- For City Council and Planning Commission Meetings:
 - You may submit comments any time until noon on the day of the meeting by sending an email to publiccomment@cityofsalida.com.

Please only submit one email for Public Comment, limited to roughly 400 words, with your full name and indicate if it is for the Public Comment section or for a Hearing. It will be read at the council meeting and entered into the public record. You may send more than one email if you want your message read during Public Comment and you have a separate message related to a Hearing.

Chaffee County Commissioners:

We are writing to encourage you to participate in the [Colorado Commercial Property Assessed Clean Energy](#) (C-PACE) loan program. Twenty-nine Colorado counties have already joined the program, and their citizens are reaping significant economic benefits.

C-PACE facilitates financing for energy efficiency, water conservation and other renewable energy improvements on commercial, agricultural, nonprofit and multifamily properties. The program uses property assessments to provide secure financing with no down payment, ultimately saving money for the property owners. That money then stays in the local economy instead of being siphoned out of our communities. In addition to the fiscal and clean energy benefits of C-PACE participation, the program also increases employment opportunities for our local workforce.

[As reported in the Colorado Sun](#), Delta County farmer Steve Ela saved at least \$1,000 per month on utility bills last year after installing solar panels at his farm. Thanks to C-PACE, he financed 100 percent of the \$60,000 solar project with no money down. After saving more than \$12,000 per year in utility bills, Ela easily makes his one loan payment each year as part of his regular property tax payment. Ela expects to pay off his loan within 8-10 years, at which time he said he will no longer have a utility bill, and the solar system should continue to operate for more than 25 years.

Because the project's loan repayment is routed through the county property tax assessment process, individual counties must formally opt into the program in order for local businesses and residents to benefit. This process is similar to how the Upper Arkansas Water Conservancy District and Chaffee County Fire Protection District receive their mill levies. Counties are paid a 1-percent fee to cover the cost of administration.

Participating counties include Adams, Arapahoe, Baca, Boulder, Broomfield, Clear Creek, Crowley, Delta, Denver, Eagle, Fremont, Garfield, Gunnison, Huerfano, Jefferson, La Plata, Lake, Larimer, Logan, Montezuma, Montrose, Morgan, Ouray, Otero, Pitkin, Prowers, Pueblo, Routt, San Miguel and Summit. Ten other counties are currently in discussion with program officials and are expected to sign on.

Treasurers in these counties have said it the program is a "positive experience," and since the county regularly places special assessments on properties, the program is not asking the county to do something that isn't already being done.

Delta County Commissioner Don Suppes said many farmers and other business owners have used C-PACE to upgrade systems, increase efficiency and become more profitable. Given the strong support for local agriculture demonstrated by the Envision process, we believe this program aligns with the values of the citizens of Chaffee County.

Similar programs in 35 states have financed more than \$1 billion in projects to date, demonstrating the strength and effectiveness of this program, so we strongly encourage the commissioners to opt into C-PACE, which will provide a measure of economic stimulus to Chaffee County at this critical time.

Sincerely,

Salida City Council



MEMORANDUM

DATE: April 21, 2020
FROM: Drew Nelson, City Administrator
TO: Mayor PT Wood & City Council
SUBJECT: Financial Relief for Short Term Rentals Housing Critical Workers

Background

Mayor Wood received communication from Eric Rist with regard to financial relief for short term rentals who are providing housing for critical workers, particularly in healthcare and long-term care facilities. The general request was to provide some sort of financial relief to STRs used by critical workers in the form of waiving water and sewer monthly service fees. Staff reached out to Chaffee County Public Health and the Chaffee Housing Office to see if we could gauge demand. The email string of these conversations can be found attached.

Analysis

According to Mr. Rist, there are approximately 4 STRs that are being used by healthcare professionals that he has been in contact with. As noted in the message from CCPH, it is plausible that we may see a surge in need for healthcare professionals should there be a more significant outbreak of COVID-19 at our hospitals. For the time being, it appears that all healthcare professionals that need housing are able to find it.

Should the Council see fit, staff could implement any number of service fee or permit fee refunds to STRs for linking with critical workers; however, it would be recommended to not be limited just to healthcare. There are dozens of different job types that are considered "critical" or "essential" in Colorado, and CCPH has issued a number of waivers to the stay at home order that is currently in place. This extends from construction workers to grocery store employees, and all sorts of jobs in between.

It should be noted that many of these same employees are currently staying in long-term housing, and it may be more difficult to provide additional relief to landlords for every worker in Salida (not to mention those same workers who may own their home). There are definitely some equity issues that would exist in terms of where such a program would begin or end.

Recommendation

Staff does not have a recommendation at this time, and would request discussion and feedback from the City Council on this matter.

From: [Andrea Carlstrom](#)
To: "Drew Nelson"; bgray@chaffeecounty.org
Subject: RE: [FWD: Emergency Housing Update]
Date: Thursday, April 9, 2020 5:30:15 AM
Attachments: [image001.png](#)
[image002.png](#)

While I haven't heard of an overwhelming need to house health care workers at this time, there have been several who reached out at the beginning of the order to make sure that the short-term lodging that they have been staying at can remain. We have been granting that permission, along with a few who have come to town in the midst of the order needing a place to stay, and between hotels and rentals, there have been no issues.

Of course, if our hospital experiences a surge and needs to employ health care workers from outside the county, the need for them to find a place to stay will increase. There are several hotels who have said that are ready and able to lodge these workers. Baymont, Loyal Duke, Gateway just to name a few.

If the City would like to come up with a more formal way to manage the matching of health care workers with STR, then let's talk.

To my knowledge, everyone who has been needing emergency lodging has received it.

Thank you for the continued support as we take this pandemic one day at a time.

Andrea

Andrea Carlstrom, MBA
Director, Chaffee County Public and Environmental Health
acarlstrom@chaffeecounty.org
719-530-2564 (office phone)
719-539-4510 (main phone)
719-207-1399 (cell phone)





From: Drew Nelson <Drew.nelson@cityofsalida.com>
Sent: Wednesday, April 8, 2020 6:43 PM
To: Andrea Carlstrom <acarlstrom@chaffeecounty.org>; bgray@chaffeecounty.org
Subject: FW: [FWD: Emergency Housing Update]

Andrea/Becky – Do you have any thoughts on programs to help health care workers by matching them up with STR owners? Do you have any information from the hospital or other providers about what the need for this might be?

Thanks,

Drew.

From: pt.wood@salidaelected.com [mailto:pt.wood@salidaelected.com]
Sent: Wednesday, April 8, 2020 4:49 PM
To: 'Erik Rist' <erik@roguelemming.com>
Cc: 'Drew Nelson' <Drew.nelson@cityofsalida.com>; 'Erin Kelley' <erin.kelley@cityofsalida.com>
Subject: RE: [FWD: Emergency Housing Update]

Good we should have an actionable resolution at our next meeting. We may need more info on total properties etc.

P.T. Wood Mayor, Salida,CO

Phone: [719 530 2624](tel:7195302624)
Email: pt.wood@salidaelected.com
Website: www.cityofsalida.com

From: Erik Rist <erik@roguelemming.com>
Sent: Wednesday, April 8, 2020 4:34 PM
To: pt.wood@salidaelected.com
Subject: RE: [FWD: Emergency Housing Update]

Hi PT,

How'd the it go at the meeting?

Thanks,
Erik

| ----- Original Message -----

Subject: RE: [FWD: Emergency Housing Update]
From: <pt.wood@salidaelected.com>
Date: Tue, April 07, 2020 4:53 pm
To: "'Erik Rist'" <erik@roguelemming.com>

I will bring that up at tonight's meeting

P.T. Wood Mayor, Salida,CO

Phone: [719 530 2624](tel:7195302624)
Email: pt.wood@salidaelected.com
Website: www.cityofsalida.com

From: Erik Rist <erik@roguelemming.com>
Sent: Tuesday, April 7, 2020 4:48 PM
To: pt.wood@salidaelected.com
Subject: RE: [FWD: Emergency Housing Update]

Hi PT,

I know you're crazy busy but just checking in to see if you were able to present the idea of helping out the property owners who donate their properties to front line hospital/care workers?

Thanks,
Erik

----- Original Message -----

Subject: RE: [FWD: Emergency Housing Update]
From: <pt.wood@salidaelected.com>
Date: Thu, March 26, 2020 3:21 pm
To: "'Erik Rist'" <erik@roguelemming.com>

Thanks Erik great idea!

P.T. Wood Mayor, Salida,CO

Phone: [719 530 2624](tel:7195302624)
Email: pt.wood@salidaelected.com
Website: www.cityofsalida.com

From: Erik Rist <erik@roguelemming.com>
Sent: Thursday, March 26, 2020 3:17 PM
To: pt.wood@salidaelected.com
Subject: [FWD: Emergency Housing Update]

Hi PT,

Thank you for your willingness to support these efforts! Here is the update I shared with the property owners yesterday:

----- Original Message -----

Subject: Emergency Housing Update
From: "Erik Rist" <erik@roguelemming.com>
Date: Wed, March 25, 2020 10:13 am
To:

Hello,

I just want to say thank you again for reaching out to me and considering to offer your property to medical staff in need of extra housing!

The good news is that more than 20 people have reached and said they would be open to allowing medical staff to stay at their properties. Also, several hotels have said the same thing. At the moment I've only had 2 requests from medical staff so it doesn't look like I will be contacting anybody immediately but things are changing rapidly. I'm not sure how many medical staff will eventually reach out but for the people we can help, this is going to be very significant.

We had our first successful matching of medical staff and property owner on Monday. I would like to share it because I think it is a good model to start with and provides an idea of what to expect of this process if you do open your property to someone. I think the best way to think of my role in this process is a private citizen merely making an introduction.

I was approached by Brenda who is an RN at the Hospital. She lives with her family in Crestone. After working 3 x 12 hour shifts, she is unable to drive home and normally stays with an elderly woman in Salida. Because she was afraid to potentially expose this woman to the virus, she was preparing to stay in her camper in the hospital parking lot. It would have obviously been extremely difficult, especially without plumbing and electricity. Also, who knows how much her schedule may increase if/when things get worse.

Fortunately, it worked out that a property owner was about to leave to drive back to Wisconsin for health insurance reasons and was open to helping out. I first confirmed her employment with the hospital. Then without divulging identities, I generally described each party for the other to make sure it sounded like a good fit for both people.

After they both said it sounded good, I requested Brenda write a little about herself and what her needs were. I then shared her write up with the property owner. After reading it, he gave the thumbs up and I then shared the property owner's contact info with the staff member and let them take it from there. They were able to meet just before the property owner left town which was the same day Brenda was back in town.

After they linked up, it occurred to me that I should memorialize what had taken place and include some form of disclaimer. Brenda gave me permission to share my email and her response below:

Hi Erik,

Once again I cannot thank you enough. As surreal as the pandemic is, what occurred yesterday is nearly as unbelievable. I am over and over counting my blessings! I met with Al and Mary yesterday afternoon and this morning they left for Wisconsin. Their willingness to step up and trust in a total stranger is nothing short of astounding. And as Al said yesterday if we cannot be humane to one another right now we are all seriously lost. I cannot agree more.

I completely understand the nature of your email and of course have taken this arrangement with the Jones' upon myself and myself only, as have they. They are relieved to have a presence in their home while they are away riding this out in Wisconsin. I will keep you informed how this is working out for us as it is, as this entire situation is, a work in progress.

Thanks again and stay safe,
Brenda

Sent from my iPad

On Mar 22, 2020, at 3:10 PM, Erik Rist
<erik@roguelemming.com> wrote:

Hi Al and Brenda,

It was great talking with both of you and I hope you two work something out! I just wanted to recap everything via email since this is the first time I've done this and don't have any protocol for this yet.

Although I am coordinating with the Salida Hospital, I am in fact a private citizen and not an employee of the Hospital. As a private citizen, I put out a call to the public to donate temporary housing for front line employees at the Salida Hospital who have great need. Al you were generous enough to contact me about the possibility of someone using your Salida property and I subsequently gave Brenda your contact information. Whatever arrangement you two make will be between yourselves. The Salida Hospital, along with myself, do not make any representations regarding responsibility or liability.

As a community member, I just want to say thank you Al! After talking with Brenda, I know that if you guys move forward it will significantly help her situation out as she deals first hand with this crisis.

Good luck to you both,
Erik

So this would be the general process. I am going to try hard to make sure everyone is fully comfortable with the arrangement before putting people in contact with each other. I plan to share more updates and some

practical information in the days to come. Thank you again for being open to helping!

Stay safe,
Erik

--

This message has been scanned for viruses and dangerous content by [MailScanner](#), and is believed to be clean.

--

This message has been scanned for viruses and dangerous content by [MailScanner](#), and is believed to be clean.

CITY OF SALIDA, COLORADO
CITY SALES, COUNTY SALES, AND RETAIL MARIJUANA TAX REPORT
FEBRUARY 2020



The City of Salida Sales Tax, Chaffee County Sales Tax, and Retail Marijuana Tax Report examines tax collections for the month of February 2020, which were remitted to the City of Salida in April 2020.

Summary Results for City Sales, Chaffee County Sales, and Retail Marijuana Taxes

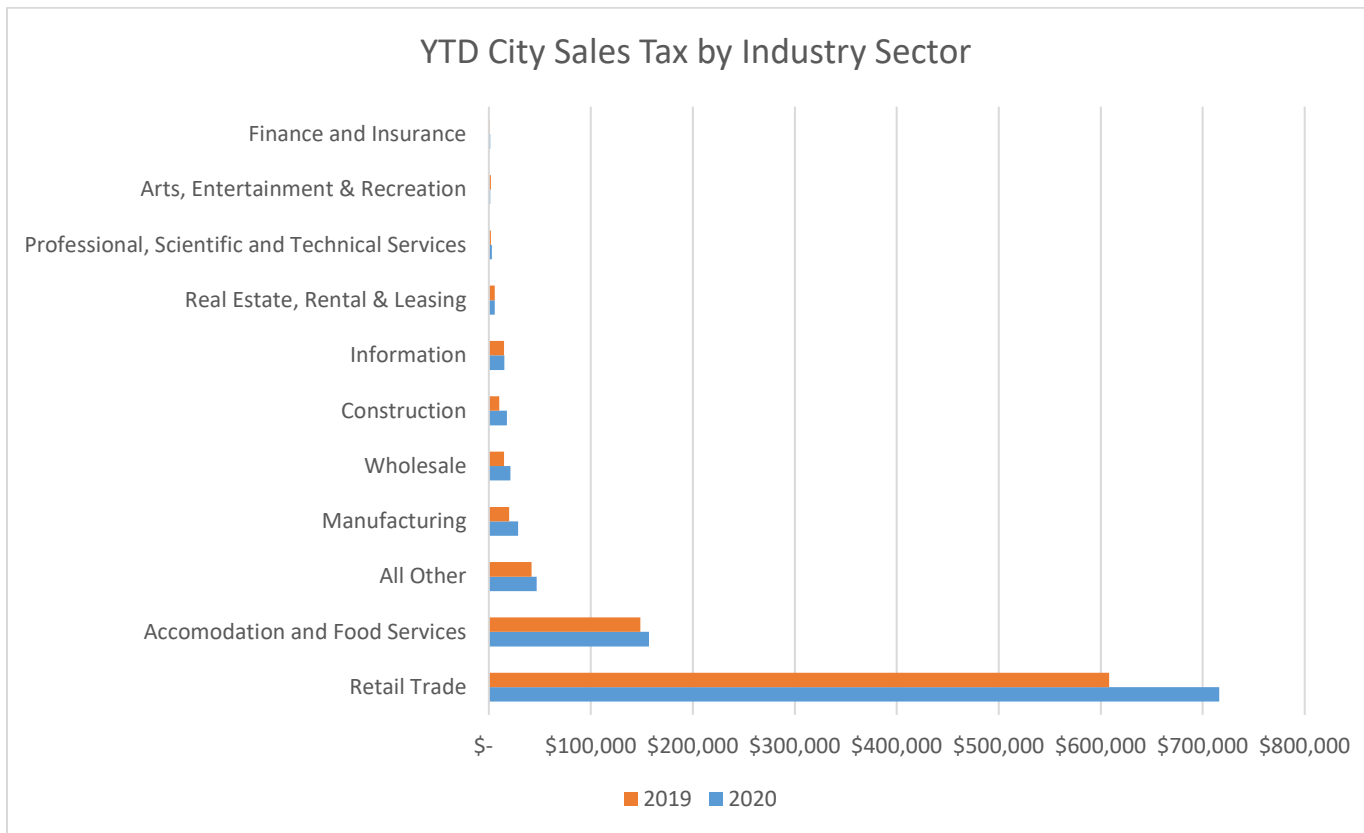
February 2020 3% City sales tax collections increased \$67,045 (15.7%) as compared to February 2019. The City’s portion of Chaffee County sales tax collections were up \$12,559, or 9.2% for February. The State allocation of Marijuana Tax was up by \$153 compared to February 2020. In total, sales tax receipts are 16.4% higher than last year at this time and are exceeding budget projections for February YTD by 17.7%. It goes without saying that next month’s (March) collections will see significant declines due to the Governor’s and County Executive Orders leading to “stay at home”.

Current Month							
	February 2020	February 2019	2020 - 2019 \$ Change	2020 - 2019 % Change	February 2020 Budget	2020 Budget \$ Variance	2020 Budget % Variance
3% Sales Tax	\$ 494,639	\$ 427,594	\$ 67,045	15.7%	\$ 422,214	\$ 72,425	17.2%
1% County Tax	\$ 148,435	\$ 135,876	\$ 12,559	9.2%	\$ 130,200	\$ 18,235	14.0%
Marijuana	\$ 8,261	\$ 8,108	\$ 153	1.9%	\$ 6,533	\$ 1,728	26.5%
Total	\$ 651,335	\$ 571,578	\$ 79,757	14.0%	\$ 558,947	\$ 92,388	16.5%
Year to Date							
	YTD 2020	YTD 2019	2020 - 2019 \$ Change	2020 - 2019 % Change	YTD 2020 Budget	2020 Budget \$ Variance	2020 Budget % Variance
3% Sales Tax	\$ 1,014,161	\$ 869,334	\$ 144,827	16.7%	\$ 871,667	\$ 142,494	16.3%
1% County Tax	\$ 323,933	\$ 280,246	\$ 43,687	15.6%	\$ 266,700	\$ 57,233	21.5%
Marijuana	\$ 16,673	\$ 14,332	\$ 2,341	16.3%	\$ 12,692	\$ 3,981	31.4%
Total	\$ 1,354,767	\$ 1,163,912	\$ 190,855	16.4%	\$ 1,151,059	\$ 203,708	17.7%

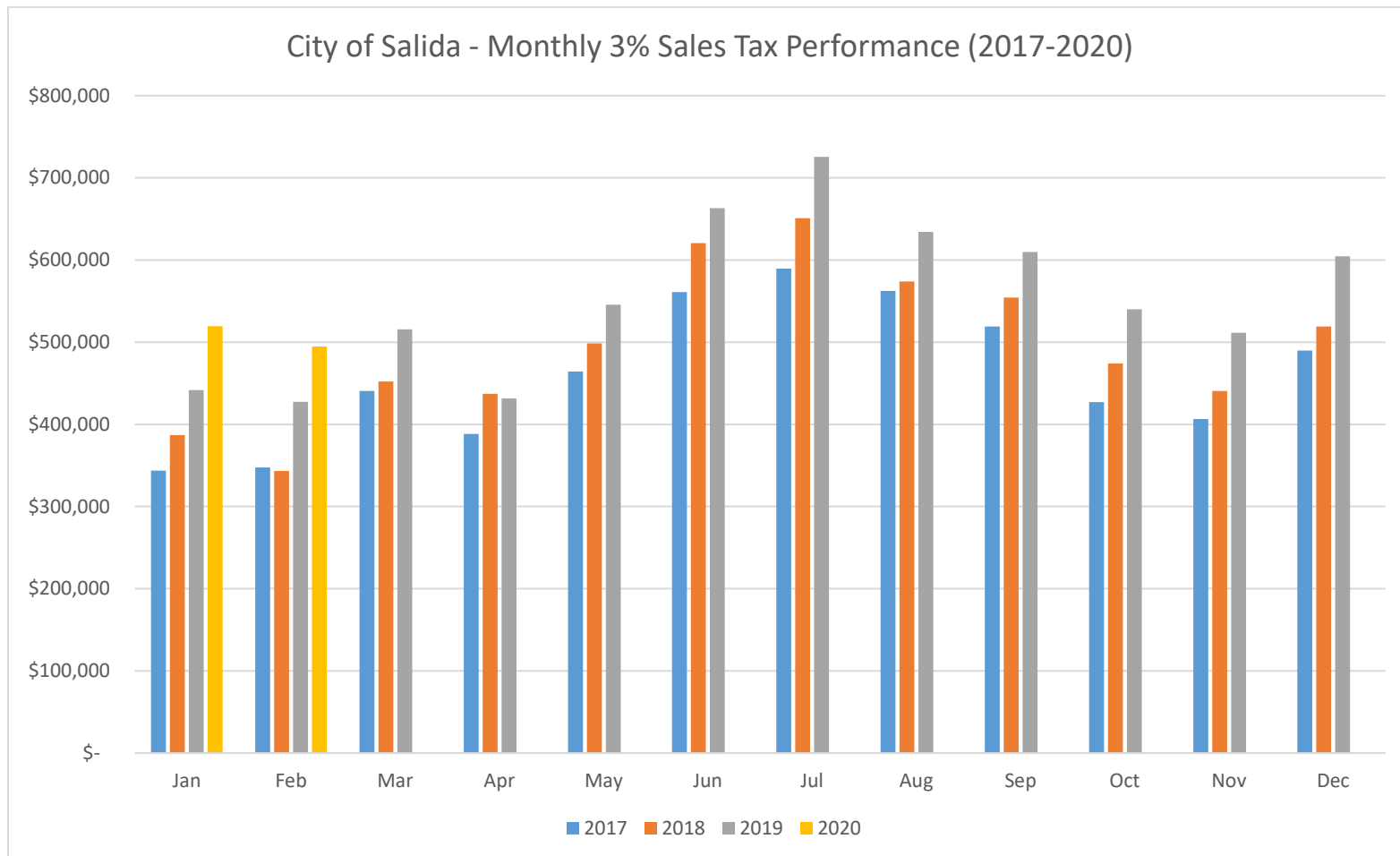
CITY OF SALIDA, COLORADO
CITY SALES, COUNTY SALES, AND RETAIL MARIJUANA TAX REPORT
FEBRUARY 2020



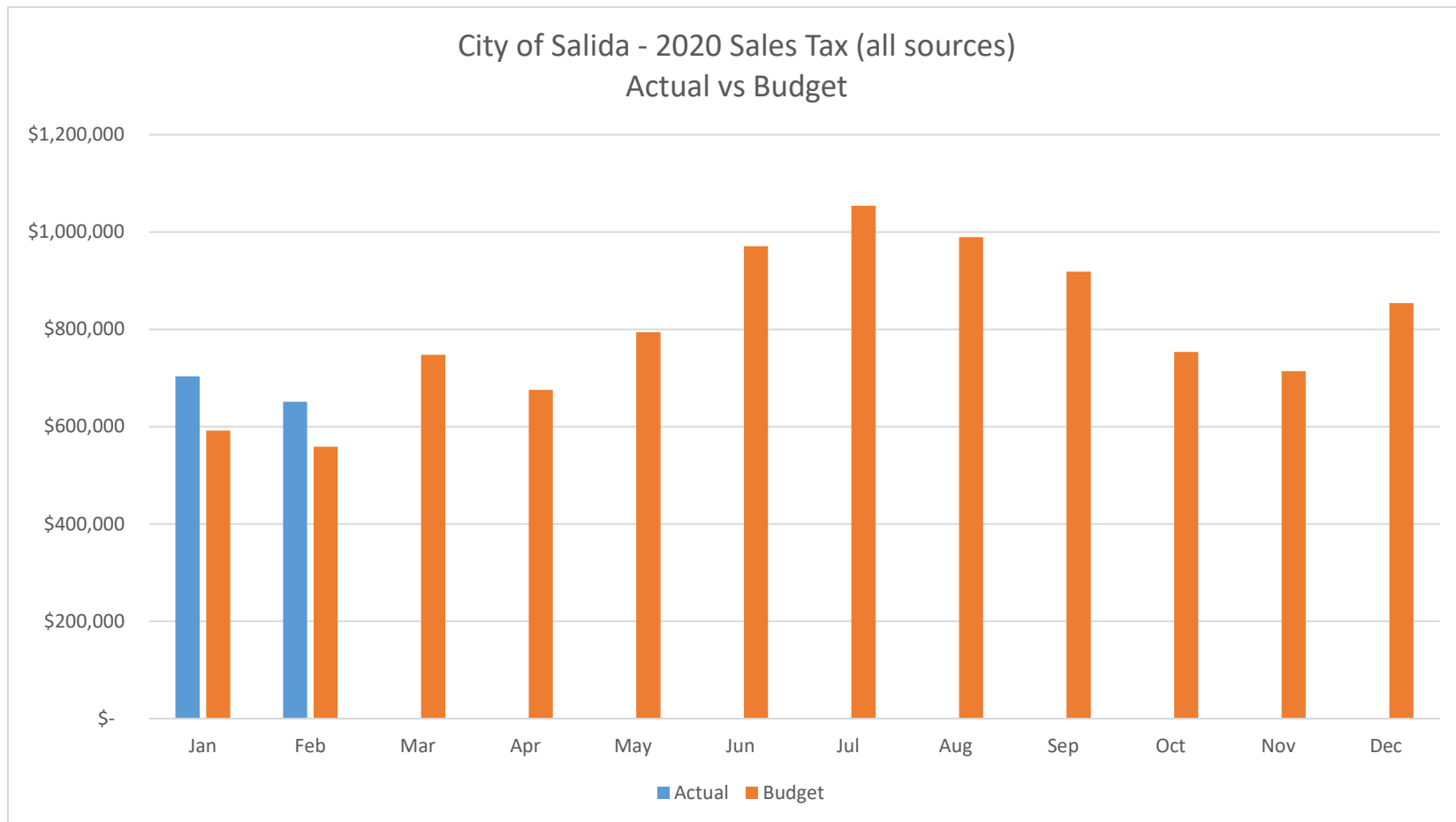
In the tracking by NAICS industry sector industry report, retail trade is by far the largest industry making up 73% of the sales tax in Salida year to date (YTD), this sector increased 17.8% YTD over last year. The next highest sector is “Accommodation and Food Services” representing 17% of all sales YTD, this sector has increased 5.7% over last year.



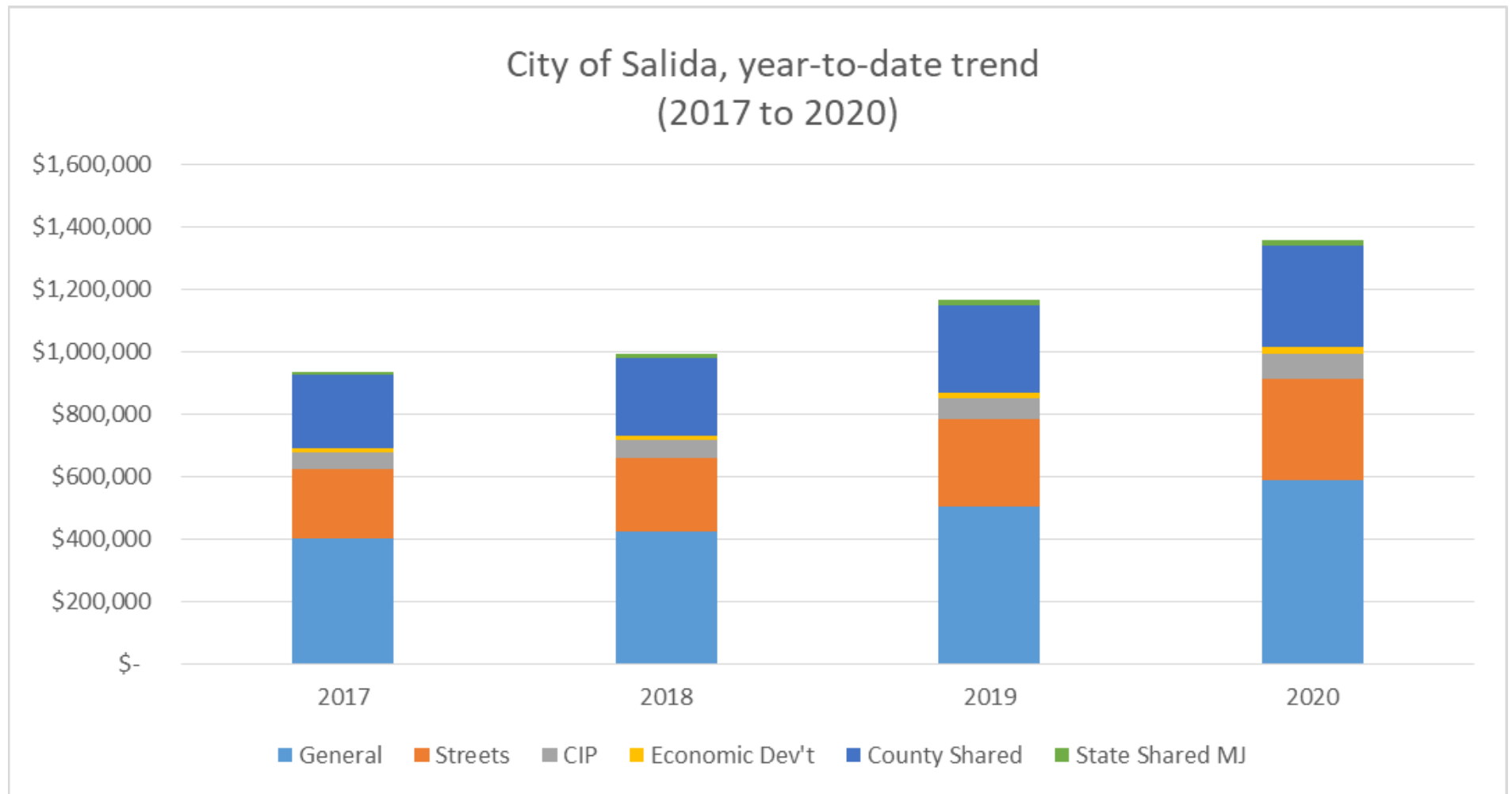
CITY OF SALIDA, COLORADO
CITY SALES, COUNTY SALES, AND RETAIL MARIJUANA TAX REPORT
FEBRUARY 2020



CITY OF SALIDA, COLORADO
CITY SALES, COUNTY SALES, AND RETAIL MARIJUANA TAX REPORT
FEBRUARY 2020



CITY OF SALIDA, COLORADO
CITY SALES, COUNTY SALES, AND RETAIL MARIJUANA TAX REPORT
FEBRUARY 2020





APRIL 2020 STAFF REPORTS

Police Department –

- No Report.
-

Finance Department –

- Staff are doing an excellent job keeping the money moving during our stay-at-home orders. Payroll, accounts payable, utility billing and payment processing all continue in an accurate fashion.
 - The auditors have are well under way in performing the financial audit for 2019.
 - A model for projecting various impacts of the Covid-19 Pandemic has been drafted and will be utilized to help project budget impacts of the stay-at-home orders.
 - Work has started to set up the OpenGov platform for the 2022 budget. Utilizing OpenGov will give us increased transparency and make the decision making process easier and clearer.
 - Ehlers worked with us to take advantage of recent volatility in the market to purchase high quality Municipal Bonds and Mutual Funds. Our portfolio now includes some investments earning over 3% which is a huge improvement over money market investments paying less than 1%.
-

Community Development –

- Chaffee County is progressing toward completion of their Comprehensive Plan (Together Chaffee). They have scheduled a number of meetings between the County Commissioners and their Planning Commission (attached). Our Council and Planning Commission are invited to participate on May 12 to discuss the Salida Sub Area Plan. Staff have been reviewing the document, and propose the following schedule to gain a consensus on the plan:
 - April 21 staff prepares our recommendations;
 - April 27 at 6 pm present to Planning Commission for comments, changes or additions;
 - May 4 at 6 pm discuss with Council at work session for additional changes; then
 - May 12, 5-7 pm participate in Chaffee County's Joint Work Session.
- Chaffee Housing Trust has delayed the public hearing with Planning Commission on the proposed Crestone Avenue abandonment and rezone to May 26. Hopefully we will be able to have an in-person public hearing then. The additional time will allow CHT to get a site plan and cost estimates and trip generation information well ahead of the hearing. Staff intends to post the information on our website and send a notification to the neighbors of the project.
- Staff attended a webinar put on by the Colorado APA about opportunities and issues arising from virtual public hearings for quasi-judicial cases. As you can imagine there is not any history or precedents, and the safe recommendation is to let applicants decide if they want to risk any fallout.

- The River Ridge project has been finalized including the plat, CC&R's and development agreement and will be recorded.
 - Considering the communication complexities, staff was thankful for the successful presentation by Clarion on their assessment of our Land Use Code. We expect to receive the first installment, Administrative Requirements, later this month. We should be ready to present to the Review Committee, Planning Commission and Council mid-May.
 - We are proud of our community for having a 49% response rate for Census 2020, mirroring the rate for Colorado. I think it is an indication that despite the trying times, the community is still looking forward to a bright future.
-

Recreation Department –

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 (hardware, etc.) to implement new software and lobby design

Aquatics

Operations:

- Working on Amilia our new Recreation Software – We have had several meetings with other communities who use this software – looking for the best way to implement it into our community
- Playing in the Amilia Sandbox(Demo) to try to learn the ins and outs of the software
- Amanda Wright and Cassie Hatcher (two of our fitness instructors) are using Salida Parks and Recreation's Facebook to go live and teach virtual fitness classes - Thank you Sara and Ryan for launching the Facebook classes!
- Diane Baker (Fitness instructor) will also be going live to teach a face mask tutorial and/or acupressure self care for the immune system - Thank you Sara and Ryan for launching the Facebook classes!
- Nicole Baroni (Full time) is spraying down 4 parks with the PSQ Mondays thru Thursdays - Centennial, K Street, Trailside and the Dog Park - There was no social distancing at the dog park when I went and sprayed with her. Dog owners were all sitting at the same table and were very rude to us.
- Looking to purchase new furniture for the lobby redesign - trying to find furniture that will withstand the elements of a wet environment and still look good and be comfortable
- Preparing documents for our cost recovery meeting with Jamie Sabbach
- Need to schedule a meeting with Kristen Knoll of Slate Communication about the signage in and

around our facilities

- Working from home has been trying at times - I am unable to access the city server

Capital Improvement:

Hot Springs Facility

Operations:

- Power washing all floors in the facility
- Power washing pools
- Paint repairs in all parts of the facility
- Drywall repairs
- Removing and replacing fixture and concrete caulking
- Remove trophy case and shelves
- Organizing west wing
- Repair underwater lights
- Sanitizing facility
- Painting parking lot
- Patching woodpecker holes on exterior of building
- Cleaning chlorinators
- Cleaning sand filters
- Pump maintenance
- Removing and replacing pool safety signs
- Replace cracked windows
- Window washing
- Water testing
- Discharge Monitoring Reports

Capital Improvement:

- Locker room Renovation
- Utility upgrades
- Effluent Manhole
- Boiler
- Front Desk Redesign

Parks, trails, open space and facilities

Operations:

- Parks, Trails, Open Space:
 - COVID 19 Rounds – Trash, Closure Signage and Sanitizing
 - Riverside Sandbox Design/Build – Awaiting design specs from engineering firm
 - Sonia’s Garden Design/Build - Awaiting green light to proceed.
 - American Elm soil injections – April 20
 - Irrigation Start-ups
 - Crestone Mesa Park irrigation and Garden Fence/Gate work
- Facilities:
 - Boiler replacement for Comm. Center. - Acquiring quotes
 - MUF and Watershed electric and light upgrades - Electricians availability

- PW Shop and sand shed electric and light upgrades - Electricians availability
- PW Shop landscaping - In progress

Capital Improvement:

- Splashpad
 - Utility upgrades
 - Electric Service
 - Overhead phone line removal
 - Bathroom/Utilities Facility Design
- Soaking Pools
- Skate Park

Recreation

Operations:

- Ongoing Classes & Programs:
 - 10k a day: 10,000 step challenge from April 1st through the 30th. We currently have over 55 participants logging steps each week
 - Virtual Classes: 3 fitness classes led by former Aquatic Instructors, one Science for Kids class and one “Quarantine cooking” class all located on our Facebook Group “Salida Parks and Recreation Live Stream Classes”
 - This Facebook group was created about 3 weeks ago and currently has 207 members.
 - In the past 28 days, we have received 465 reactions and 194 comments to our page
 - Classes slotted to be on the roster: face masks, acupressure for stress relief
 - Creating weekly social media content like our “parks minute” featuring different scenes from our parks and open spaces
 - In the past 28 days, we have reached 10,788 people, 2,408 engagements with our posts, gained 44 followers and had 2,743 video views. *Please note that all of these engagements were organic ie. unpaid.

Capital Improvement:

- Launching new Recreation Software, Amilia
- Summer Recreation Guide to come out end of May
- Revising Special Events Applications and Park Rentals

Public Works –

Admin

- Project Management
 - Project planning, contracting, and project management for the 2020 capital projects. Emphasis this past month in coordinating the downtown asphalt maintenance work in order to expedite the work during the current situation.
 - Attended SRF pre-qual meeting for water gallery line project. Moving into design and environmental components of the project.

- CDOT FIR Meeting with CDOT for 2021 Salida ADA ramp improvement project. This is now proposed to incorporate US-50 Phase IV scope of work along with G St and I St. improvements along SH-291 (1st St.).
- Finalized grant preparation to State Historical Fund for the caboose restoration. Anticipate that this phase will be for the exterior portion.
- Finalized grant preparation to DOLA for stormwater quality improvements.
- Planning Items
 - CO 291 Intersection Control Evaluation and Corridor Plan
 - Attended scoping meeting #1 with other management staff, CDOT, and Stolfus and Assoc. (Consultant)
 - Reviewed projected traffic volumes
 - Reviewed three intersection alternatives
 - Reviewed three corridor alternatives from C St. to US-50
 - Discussed scheduling of open house for mid-June.
 - Received an update from water rights consultant (HWE) regarding the status of the Raw Water Study. It is anticipated that a draft will be ready for review late April.

Streets

- Provided support to surfacing improvement of F St. parking lots.
- Providing base and re-grading of alleys throughout town
- Routine repairs and maintenance items

Water/Wastewater

- Sewer replacement work initiated for the year. Work is currently underway in the alleys near 10th and I St.
 - Field staff has been primarily focused on completing scheduled 2020 sewer jetting with the new jet/vac truck. The truck has been working excellent and staff have been able to attend specialized training on the equipment.
 - The asset management software for the wastewater collection system inspection maintenance has been rolled out. Training is underway. The software is meeting expectations and also provides an interface between GIS data and sewer condition assessment.
 - Meter head end point replacements/smart meters at high users (multi-year on-going project as time allows).
 - Staff assisted with quality control inspections of public infrastructure installations at several development sites.
 - Staff assisted with quality control inspections on sewer cured-in-place pipe point repair project.
-

Arts & Culture –

- Total monthly attendance: N/A
 - 10 total events
 - 1 Concert – Colorado Symphony
 - 8 Film presentations
 - 1 Creative Mixer
 - Moved film screenings to the internet.
 - Assisted in communications for the City. (including social media)
 - Increased local COVID19 programming on Ch. 191 and YouTube
 - Assisted in moving City Council and Planning Commission meetings to virtual.
-

Fire Department –

- Staff are staying healthy and positive.
 - Call volume is up 17% over this time last year.
 - Annual hose testing is being done and several not so glamorous but necessary internal projects are being completed.
 - Gear extractor has been ordered. Thank you councilors for approving the purchase of this much needed piece of equipment.
-

Clerk's Office –

- Morale is high and we are both thankful for our jobs
- Learning how to utilize Go To Meeting for work sessions and regular meetings. Kathy and I have each attended at least one tele-webinar to learn how to use various platforms
- Kathy is working with the auditors in regards to Municipal Court
- We've started receiving annual Arborist applications so we have been working with Marilyn (Tree Board) to learn the process
- We have been training weekly, for several months, and happy to report we may be able to utilize the Municode software soon for agendas, packets, and posting materials to the website

- **300-304 E. Main Street:** A permit was issued for a major renovation of this building to include short term rental units on the second floor and commercial spaces on the main level.
- **707 N. Hwy 24:** A permit was issued for a renovation of this building.
- **211 Tabor:** A permit was issued for a renovation of this building.

County:

- **7800 CR 152:** A permit was issued for an addition to the existing greenhouse at this address.
- **15870 CR 162:** A permit was issued for a pedestrian bridge at the Mt. Princeton Hot Springs Resort.
- **11344 Hwy 50:** A permit was issued for a new gas pump canopy at this location.
- **22575 Hwy 285:** A permit was issued for a fire training facility at this location.

C. Inspection Totals

- We performed 902 field inspections in the month of March.
- We issued 20 certificates of occupancy in March.

D. Legislative Update

- Nothing new to report.

II. Planning & Zoning

A. Land Use Code: The March 31st Planning Commission & BoCC joint work session was devoted to review of the draft comprehensive plan. The following Land Use Code items are pending discussion;

- An amendment to the definition of Outfitting Facility in Article 15 of the LUC was discussed in work sessions on November 26, 2019, January 28, 2020 and February 25, 2020. Changes to the code will be heard by the PC on March 31, 2020.
- A citizen-initiated amendment to Article 7.8.22.B.2.e to reduce the setback to existing residences from 500 feet to 100 feet. This was heard in work session on January 28, 2020 and was discussed in a joint work session agenda on February 25, 2020.
- An amendment to Article 15, Definitions to add definitions of Central Water System and Central Sewer System. This was discussed by the Planning Commission in work session on January 9, 2019. Planning Commissioner Curgus has research to share with the Planning Commission and this will be discussed at the April work session.

B. Buena Vista Intergovernmental Agreement: Buena Vista has designated a Municipal Services Area that was adopted by the Buena Vista Planning Commission in October. Buena Vista anticipates adoption of a new 3 Mile Plan which will facilitate adoption of the IGA. The IGA has been reviewed by County staff and has been forwarded to, and discussed with, the Town. The plan was discussed with the Planning Commission at the March 31, 2020 meeting.

C. Comprehensive Plan: Staff continues to meet with Cushing Terrell on a bi-weekly basis on the comp plan project. The Planning Commission has scheduled weekly meetings for discussion of the plan through mid-June, the first discussion was held on March 31.

D. Land Use Applications Current / Pending / in progress:

Applications Scheduled for Public hearing:

- The Bach/Masterson road vacation at 16807 CR 243 and 16830 CR 220 in Maysville proposes the vacation of a portion of Park Avenue. This is scheduled to be heard by the BoCC on **May 5, 2020**.
- The Cogan Farms Agricultural Subdivision Exemption proposes the creation of a 2.01 acre lot with a remainder parcel of approximately 185 acres. This will be before the BoCC on **May 12, 2020**.
- The North Fork Ranches Major Subdivision Preliminary Plan on Highway 50 at the entrance to Weldon Creek proposes the creation of 16 lots ranging from 5 to 17.2 acres. This application will be before the Planning Commission on **June 2, 2020**.
- The Adams Agricultural Subdivision Exemption at 11460 CR 140 proposes the creation of a 2.57 acre lot with a remainder parcel of 76.88 acres. This application will be before the BoCC on **April 14, 2020**.
- The Ogden Heritage Water Subdivision Exemption at 12840 CR 190 proposes the division of a 35.04 acre parcel into two Lots of 20.14 and 13.36 acres with a 1 acre road dedication. This will be before the BoCC on **May 12, 2020**.
- The Yuniker (or Timber Creek Ranch) Heritage Water Subdivision at 8315 CR 160 proposes the creation of a 14.2-acre lot with a 356 acre remainder parcel/ this application will be before the BoCC on **April 7, 2020**.
- 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 is currently scheduled to be before the Planning Commission on **May 26, 2020**.
- Lark's Perch Major Subdivision preliminary plan, located south of Hutchinson Lane and east of the Canyons ROSI, proposes the division of a 37-acre parcel into 13 lots. This application was before the PC on January 29, 2019 and recommended for Approval. The application was before the BoCC on February 12, 2019 and approved. After agency review the application was before the Planning Commission on November 5, 2019 and continued to January 14, 2020 to allow the applicant to prepare additional materials and then additionally continued to March 3, 2020 at which time the application was denied. The BoCC will hear a request for appeal on **April 7, 2020**.
- The RGP Industrial Park Major Subdivision preliminary plat on the south side of CR 140 across from the west end of the Harriet Alexander Field runway proposes (5) 2.1-acre lots in the industrial zone with no residential use. This application was heard and recommended for approval by the PC on November 27, 2018. The application was heard and approved by the BoCC on December 12, 2018. After agency review, the application was before the Planning Commission on January 28, 2020 at which they recommended approval. The final plat application will be before the BoCC on **April 14, 2020**.

Recently Approved, Denied or Withdrawn Applications:

- The Hiser Heritage Water Subdivision Exemption at 14580 CR 193 proposes the creation of a 2.22-acre lot. This application was before the BoCC on March 10, 2020 and approved.
- The Cordova/Spino/Dykins Boundary Line Adjustment proposes an adjustment that will allow construction of an RV garage on the Cordova lot. This application was before the BoCC on March 4, 2020 and approved.
- The Blitstein Agricultural Subdivision Exemption at 36570 Hwy. 24 N proposes the creation of (1) 2.00-acre lot. This application was before the BoCC on March 17, 2020 and approved.

Applications Requiring Applicant Action:

- 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.
- Rio Frio Minor Subdivision sketch plan on CR 300 proposes division of the 27-acre Parcel 1 of the Nestle Water/Jacobson Boundary Line Adjustment into 4 residential lots, 2 common use outlots and Rio Frio Lane. The application was before the Planning Commission on September 24, 2019 and was recommended for approval. The application was before the BoCC on October 10, 2019 and approved.
- Centerville Ranch Major Subdivision preliminary plan proposes 133 lots ranging in size from 1.5 to 9.3 acres on 495-acres within a 907-acre ranch. This application was heard by the Planning Commission on January 29, 2019 and recommended for approval. The application was before the BoCC on February 12, 2019, continued to February 21, 2019 and then continued to March 12, 2019 for a special meeting at the fairgrounds. At the March 12 meeting the BoCC approved the sketch plan and directed the County Attorney to draft a Resolution. The Resolution was approved by the Board at the March 19, 2019 meeting and Central Colorado Conservancy presented a concept for a Conservation Easement that would encompass the southerly 2/3 of the ranch. The application was sent to review agencies. The Preliminary Plan is for Phase I of 62 Lots. The application was heard by the Planning Commission at a special meeting held at the Fairgrounds on August 21, 2019 and recommended for approval. The application was before the BoCC at another special meeting held on September 4, 2019 and approved.
- 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.

- 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.

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.

- E. County Property adjacent to Fairgrounds:** Henderson Land Surveying has been engaged to prepare an additional Subdivision Exemption for Public Benefit to create an approximately 20-acre parcel for fairgrounds expansion. The Salida School District has expressed interest in the remaining lands for a school site. The current owner of the residential parcel has expressed interest in expanding their boundaries by purchasing land from the county.
- F. Harriet Alexander Field:** Staff has been researching various issues for Burns and McDonald to finalize the most recent version of the Airport Property Inventory Map. This work is complete.
- G. North Fork Acres Homeowners Association:** During discussion of the Monarch Shadows Minor Subdivision it was noted that the NFHOA does not own Hanging Tree Drive as the developer let it revert to Chaffee County in a tax sale. NFHOA is requesting that Chaffee County deed the road to the HOA. Taxes in arrears are approximately \$450.
- H. Nestle Waters:** Staff continues to work with Nestle Waters in anticipation of a permit amendment and renewal of the 1041 permit. The 2018 Annual Report was received by staff on May 1, 2019. Staff met with Larry Lawrence on August 6, 2019 to review renewal submittal requirements. Nestle has submitted an application for extension of the permit without amendment. This application is scheduled for hearing on April 21, 2020. The resolutions and yearly reports are currently published on the County website. The BoCC will consider a continuance of this hearing on April 7, 2020.
- I. Homestake pipeline reconstruction 1041 permit:** Staff met with Homestake representatives to discuss an amendment of this 5-year permit for an additional 5 years to repair additional sections of pipeline. Staff is currently working with the applicant on the extension application.
- J. Valley View School:** Salida School District has proposed the transfer of this property to Chaffee County. Staff has noted that the 2004 transfer of this property from the Richardson Family was not in conformance with the Land Use Code. **A**

survey of the property is being prepared in anticipation of an Exemption for Public Benefit to facilitate the transfer. The representative of the estate has been contacted and is willing to sign the plat on behalf of the Richardson Family.

K. 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. Lakeside Preserve: The BoCC granted a final extension to the Lot Sales Restriction through November 01, 2019. The BoCC accepted escrow for the completion of Teal Ct. on February 18, 2020.
3. River Meadow Estates Addition, Fil. 1-4; LSR was extended through October 20 2029
4. Shikoba Acres Fil. 2: LSR was extended through July 6, 2023.
5. Westwinds: LSR Lots 35-45 Filing 3 & Lots 46-49 and 52-55, Filing 4. Developer has entered into an escrow agreement with the County (\$270,000). Lot 46, Filing 4 was released in April, 2019. \$170,000 authorized for release on June 25, 2019. The remaining funds were authorized for release on August 22, 2019. The BoCC will hear a request to accept escrow for the completion of the roadways on March 4, 2020.
6. Bos Minor Subdivision: LSR on all 4 lots through November 11, 2019. This will require extension.
7. Chipeta Meadows Minor Subdivision: LSR on Lot 1 through July 13, 2019. This requires extension
8. Longhorn Ranch: Chaffee County holds an escrow account of \$10,000 for completion of improvements.
9. 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. The building and electrical permits have been issued.
10. Rafter's Roost: Improvements and Maintenance Agreement through October 31, 2021 for Phase I and through October 31, 2024 for Phase II.
11. Strother Minor Subdivision: LSR through July 7, 2023.

L. Violation Investigations

1. Staff is reviewing the property at 30108 CR 361 at the southeast corner of Game Trail (the site of "Organic Firewood" sales) for possible violations of the Junk Ordinance.
2. Wyzkiewicz/Hirschey Property – 11341 CR 206. Building and Zoning violations. This property is being platted as Whispering Pinons Acres Major Subdivision, see items requiring applicant action. Staff is working with the applicant toward resolution of the building and land use violations.
3. Staff is reviewing 3 properties in Trout Creek Meadows on Singletree Road for possible camping violations.
4. Nathrop Properties – white metal Junk
5. 28417 CR 337, A violation letter was sent May 22, 2017 for operation of a salvage yard in a residential zone, accumulation of trash, and pole barn built without permits. The certified mail receipt was returned to the County with a

received date of June 10, 2017. Staff has not been contacted by the property owner. This matter has been referred to the County Attorney. Staff is working with Daniel Tom on how to handle this currently.

III. Engineering

A. Road and Bridge

1. Staff prepared the Granite Bridge change order RFP for Otak. CDOT gave us permission to retain OTAK as the engineering firm since they were already under contract by Chaffee County. CDOT sent an official amendment to the original grant, changing it from a new bridge to a rehabilitation of the existing bridge.
2. Staff performed the final inspection on the Mountain Shadow subdivision road.

B. Plan Review

1. Staff reviewed the following plans:
 - a. Nothing to report.

C. OWTS Program

1. In February staff reviewed 8 OWTS designs. Issued 6 OWTS permits and 2 are on hold.
2. Staff performed a site-visit at 8160 Buck Run, to discuss the placement of a leach field with geographical challenges. Staff also required additional engineering at this location due to the steep slopes and the geotechnical nature of the soils. (non-structural fill)

D. Regional engineering plan review and inspection

2. Buena Vista High School: Phase 2 of 3 is under construction.
 - a. Phase 1: 100% complete
 - b. Phase 2:
 - i. The existing school is 100% demolished,
 - ii. The foundations are 95% complete,
 - iii. Prefab concrete walls are 100% complete,
 - iv. Steel structure is 15% complete,
 - v. CMU walls are 5% complete.
 - c. Phase 3: 0% complete.
 - d. Staff has performed approx. 80 inspections to date.
 - e. The Buena Vista school district installed a temporary building that will be used as a cafeteria during construction.



Figure 1 BV High School temporary cafeteria

E. Engineering Projects

1. Salida Airport Beacon Tower:
 - a. The geotechnical investigation and structural engineering have been completed and will be used in the construction RFP that will be published in May.
2. Fair grounds North building, heating/cooling:
 - a. The final version of the RFP for the installation for new heating/cooling units in the North multi-use building has been published. The deadline for bids is April 16th.
3. Chaffee County Administration Building:
 - a. Preliminary design is 100% complete,
 - b. The architect and engineering team stopped the Definite Design due to design optimization and approval of those changes by the BOCC,
 - c. Additional parking is required for the new Administrative Building. A parking area has been designed east of 104 Crestone. Crabtree did the engineering, wrote the RFP and published the RFP. The construction bids submittal deadline is April 16th.

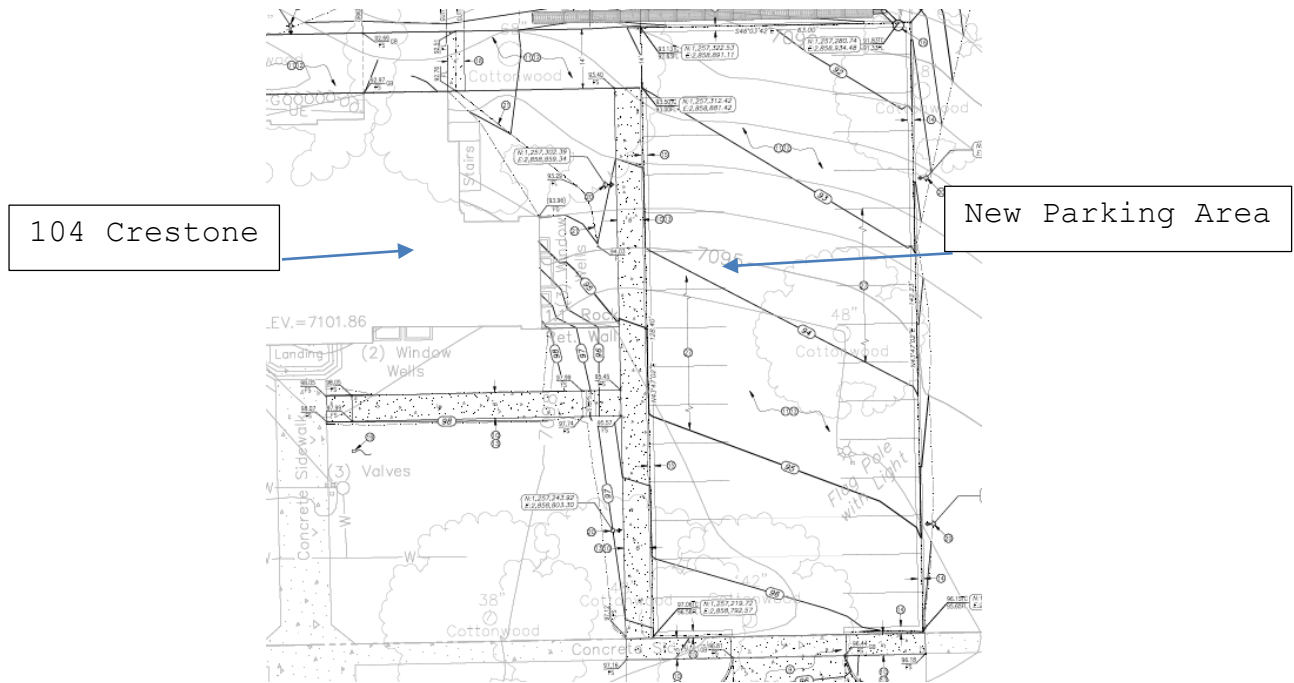


Figure 3 New Parking Area

4. Public safety Building:
 - a. Due to COVID-19 the review of bid submittals has been postponed until mid-April,
5. Sleeping Indian Mobile home park:
 - a. Staff has been coordinating with Al Smith the Town engineer of Buena Vista to take soil samples and septic tank samples. The soil samples were collected on April 2, 2020 and the results are pending.
 - b. Andrew Rice the counties CDPHE contact person recommends that the staff sample the liquid waste (liquid in septic tanks), solid waste (Septic tanks, piping), and biosolids (soils). These tests must be performed before any action may be taken to decommission the septic system.
 - c. Andrew Rice has informed the county that the existing system has never been officially decommissioned by the owners. Since the site's closing the owners have not fulfilled their CDPHE reporting requirements. Even though this system is no longer in use, the owners are still required to do their monthly, quarterly and yearly reporting.
6. Dekker Fire recovery:
 - a. NRCS has approved the funds for flood protection for structures that may be impacted by flooding caused by the Dekker Fire.
 - b. Staff together with Mark Stacy and Chelsey Nutter have done an initial site visit to all the proposed sites.
 - c. Staff revisited all the sites and made concept designs to protect the proposed structures. NRCS has already approved the concept designs. The concept designs need to be discussed with the land owners before further work can be performed.



OFFICE OF HOUSING

PO Box 699
SALIDA, CO 81201
PHONE (719) 530-2590
WWW.CHAFFEECOUNTY.ORG

Directors Report to the Board of County Commissioners for activities in March 2020

- Housing Policy Advisory Council:
 - The March HPAC meeting did not convene;
 - The next meeting is scheduled for May 7th.

- Multi-Jurisdictional Housing Authority
 - I have been working on the IGA that will create a MJHA and the bylaws that will define operations; however, my work load changed considerably due to COVID-19 response and therefore not many changes to the document have occurred.
 - The Central Peaks Region of El Pomar Foundation has offered the MJHA a \$50,000 challenge grant. Details include:
 - Contingent upon the creation of the MJHA
 - Requires 100% local match; High Country Bank has already pledged \$1,000.
 - To be used for workforce housing

- Homeless Coalition
 - On March 10th, our region's Coordinated Entry lead agency, Loaves and Fishes, trained the trainers on how to use the VI-SPDAT, the assessment tool used in coordinated entry intake. NOTE: Coordinated Entry is essential for selecting tenants in a permanent supportive housing environment, such as the LITC project proposed for Poncha Springs through the Salida housing Development Corporation.
 - **COVID-19 Response:** In response to the "stay at home" order, the overnight shelter for men has modified its operations to include 24/7 shelter. Additionally, I am working through Public Health and OEM to identify a location for a potential camp, to absorb the wave of newly homeless that might be expected to be seen in the months ahead.

- Salida Housing Development Corporation
 - Cardinal Development, the LITC developer identified by UAACOG for this project has offered both a 4% tax credit approach and a 9% tax credit approach. If we wait for the 9% opportunity, the earliest we could apply would be January 2021.

- Rental Deposit Guarantee Program
 - Presently have 9 active households
 - Lesson Learned:
 - Accepting applications and processing eligibility takes more time than anticipated; as this program grows, it will require additional staff.

- It is difficult to verify income for most applicants; they have income, but in the gig economy often payment isn't documented. This should be considered when designing local programs for workforce housing – how might we establish eligibility criteria in such a way that acknowledges the economy we have embraced.
- Health Disparities Grant Program
 - 2020 Speakers this far:
 - Strong Towns, Speaker: Chuck Marohn (Topic: Smart Growth Principles) – February 26 and 27; event on 26th followed by comp plan open house.
 - 95 people signed in to the two events, the data collected demonstrated an increase in the audience's understanding of the topic as well as strong support for systems and policies that encourage entrepreneurship and an increase in the variety of housing types in the county.
 - "I Am Chaffee" Storytelling workshop occurred March 12-14; we will be creating a marketing strategy to promote these stories and offer them to the BOCC for a preview.
 - **COVID-19 response:** I was able to renegotiate the statement of work with the HDGP program manager to move the remaining events into an online format. Additionally, we were able to rearrange the budget and inject over \$8,000 into our local restaurant community by purchasing gift certificates to be used as incentives to participate in the online events and pre and post surveys.
 - FY21 HDGP Statement of work: I am currently negotiating our statement of work with CDPHE for the second year of this funding. We have proposed the following:
 - Two community-wide education events
 - Convening of a Planning Collaborative among all of the jurisdictions within the county.
 - Offering at least four training and technical assistance events for the Planning Collaborative.
 - Contracting the evaluation of our GIS system, resulting in a prioritized list of GIS layers needed to plan effectively.
 - Contracting the evaluation of a collaborative GIS tool, shared among the Planning Collaborative.
 - Contracting the creation of additional GIS layers, if possible.
- C-PACE:
 - On March 10th, Tracy Phillips, Executive Director of C-PACE visited the BOCC; immediately prior, our County Treasurer was alerted to an instance in Fremont County where a CPACE assessed parcel entered into default. Chaffee County

will wait until Fremont County has been satisfied with the remedy before moving forward.

Community Partnerships

I continue to develop working relationships with a myriad of service providers within Chaffee County, often centering around the Rental Deposit Guarantee Program.

- Economic Development Corporation:
 - April 26-28: Access to Money and Resources:
 - This conference has been postponed due to COVID-19.

NOTE: Promoting this event has caused a dramatic increase in the number of people approaching me with potential housing projects.

- CHFA: I will be hosting CHFAReach, the professional development arm of CHFA, at the Poncha Springs Town Hall on July 23rd, 2020. The topic of this session will be LITC compliance, and will be an excellent opportunity for the LITC project management staff in our county to get together and ensure they are compliant with the IRS regulations. This is the first time our county has hosted a CHFAReach event.
- Lake County:
 - March 11th, Lake County Housing Action Team toured Chaffee County and engaged with LITC development, T Zone land use plans, Inclusionary ordinances, Land Trust Model, Habitat for Humanity model, and the HPAC.

Public Speaking Engagements

Professional Development

- March 4-6 I attended the Rocky Mountain Land Use Institute's Conference in Denver, including a pre-session on development finance. Other Chaffee County professionals who were present include: Daniel Tom, Christie Barton, and Glen Van Nimwegen. My notes from the conference are included as an attachment to this report.

Confidentiality, Conflict and Public Citizenship:

Civil disobedience as long as the underlying conduct is not a crime/fraud can be assisted by an attorney.

Advice versus active participation.

Conflict of interest: representation of client and personal beliefs. Acting in personal capacity that conflict with client triggers a personal conflict of interest, concurrent conflict of interest, significant risk of material representation that lawyer's representation will be limited by personal beliefs of an attorney. Personal conflict of interest are not imputed to other attorney's in the firm.

Water Law/Colorado River Law

Nolan/Dolan

Exactions only when we actually take land, not regulate land.

Impact fee= reasonable relation or rational nexus to the improvements

Authority: express v. implies, level of government (statutory or home rule), plenary v. non plenary power, action has been preempted by higher level of government

Tax is a compulsory charge imposed for the purpose of generating revenue to defray the general expenses of government. Look at ad valorem or excise, general constitutional limitations, special constitutional limitations.

Fee ...see case below: fees can be imposed for quid pro quo, cover cost of program (like building permit fees), cover cost of your impact.

Nolan: no nexus between the condition and the original purpose of the building restriction b/c no nexus violates taking clause

Dolan: there must be rough proportionality but the exaction and impact

Three part test Nolan/dolan

Fee v. Tax see, Bloom v. City of Ft. Collins 794 p2 304. d

Use restriction for affordable housing is regulation and not an exactions.

Ad hoc fees imposed s subject to Nolan/dolan

Does not apply to fees imposed pursuant to legislatively imposed powers.

Koontz v. St Johns 570 US 595 (2013)

Proper impact fee:

Direct link between impact fee being imposed and development

Cost of the facility or improvement to be provided for

Equitable method to appropriate the cost among the developments that necessitated the expenditures

Provide clearly articulated and when possible detailed standards assessing the amount of the impact fee or exaction adopt and follow procedures

Segregate funds.

Community Choice Aggregation: local governments purchase electricity on behalf of the community while the local utility continues transmission and distribution. Leads to increase renewable energy supply.

Town of Vail: environmental impact report. Creates an invitation to exaction because it a case-by-case basis for implementation of mitigations.

Boulder County Wildfire Mitigation Plan.

Regulatory Issues and Climate Change in Rocky Mountain West:

Flooding, wildfire, urban heat island,

Flooding: build up, permeable ground floors, revised set backs from the floodplain. Construction size limit, (reasonable economic use of the property) , clustering, (we need to listen to the land about how and where to build), open space design allow open space requirements to allow some portion of the area to serve as temporary floodwater accommodation areas, FEMA Community Rating Systems to reduce flood insurance ratings,

Wildfire Planning:

Comp plan (connect the information to other functional plans, where do you want to grow and where is the wildfire hazard map and how do they connect)

Subdivision regulations: plans on how they manage subdivision regulation to account for fire, fuel management/modification plan part of subdivision plan process, done before lots are purchased, phasing regs for wildfire mitigation,

Wildland urban interface code: standard for construction material and building requirements and vegetation management more, standards and codes all together

Vegetation management: property owner based

Setback/hillside protection ordinance: increase setbacks from steep slopes and combined with hillside and hazard protection objectives.

Site specific assessments: offer site specific assessments through voluntary or regulatory pathways can be combined with incentives for property owners.

Enforcement:

Recent Land Use Decisions in Colorado

City and County of Denver v. Burton: Homeless camping ban overturned, cruel and unusual punishment and 8th amendment. Government may not prosecute people for basic human needs of sitting, lying, sleeping in public. So long as there is a greater number of homeless individuals in a jurisdiction than beds in shelters. Martin . Boise 920 F.3d 384.

Ordinances how are you going to enforce, safety/health, conduct etc.

Carousel Farms v. Woodcrest Homes , 442 P.3d 401 (Colo 2019): annexation agreement with Town of Parker, one owner objected, metro district did eminent domain action to force homeowner into the metro district, supreme court the fundamental and intrinsic nature of the taking was for a public benefit though most immediate reasons was to comply with pre annexation agreement with the Town.

Thompson Excavation v. Larimer County: conditional use approval for a mine application. Was approved earlier than came back to "refresh" the prior conditional use approval application. Approved, homeowners filed a 106. Rule 57 claim: whether or not one of the Commissioner's had a conflict of interest in approving the decision. Homeowners never claimed a conflict of interest against any of the Board members because one of the Board members received a campaign contribution from the Thompson mine. Found that Commissioner refusal to recuse was a conflict of interest. US Supreme Court Case Caperton? Donor gave 3 million to an appellate judge campaign, that judge was sitting and reviewing the donor's case. West Virginia case. Donation can create a bias because of the extreme donation even though there is no true bias. Caperton case party contribution has a significant impact disproportionate to how much was received and spent and how the money influenced the outcome of the election makes an irrefutable bias.

In Larimer the person made a 10K donation to the campaign and judge found that it was a big enough contribution to create a bias. They donated because the Republican Party solicited on behalf of the Commissioner.

Larimer county has an existing conflicts policy: quasi judicial officers are presumed to be impartial unless financial interest personal/business.

Historic preservation: must meet with owner of building that you are trying to designate as historical and board must be a resident of the jurisdiction.

Lakewood's growth ordinance: Passed in July. 1st case filed relating to the ordinance filed, white fence farm project, was it a pending project before the ordinance adopted.

State wide growth ordinance for the ballot?

City of Denver v. Burton

Lynall et al v. City of Denver.