CARBONDALE BOARD OF TRUSTEES  
REGULAR MEETING  
AUGUST 14, 2018  

CARBONDALE TOWN HALL  
511 COLORADO AVENUE  
6:00 P.M.

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<th>TIME*</th>
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<tr>
<td>6:00</td>
<td>1. Roll Call</td>
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| 6:00  | 2. Consent Agenda  
a. Accounts Payable  
b. BOT 7/17/18 Work Session Minutes  
c. BOT 7/24/18 Regular Meeting Minutes  
d. Liquor License Renewal Application – Carbondale Beer Works  
e. Liquor License Renewal Application – White House Pizza  
f. Art Gallery Renewal Application – Carbondale Arts  
g. Single Track – Red Hill Trails Contract | ATTACHMENT A  
ATTACHMENT B  
ATTACHMENT C  
ATTACHMENT D  
ATTACHMENT E  
ATTACHMENT F  
ATTACHMENT G |
| 6:05  | 3. Persons Present Not On The Agenda |                  |
| 6:15  | 4. Trustee Comments |                  |
| 6:25  | 5. Attorney’s Comments |                  |
| 6:30  | 6. Special Event Liquor License – Carbondale Clay Center | ATTACHMENT H  
BOT Action Desired |
| 6:40  | 7. Special Event Liquor License – No Man’s Land Film Festival | ATTACHMENT I  
BOT Action Desired |
| 6:50  | 8. April Long, Executive Director, Ruedi Water and Power Authority | Discussion |
| 7:05  | 9. Permission for RFTA Goats to Graze in Town | ATTACHMENT J  
BOT Action Desired |
| 7:15  | 10. Colorado Communities for Climate Action Legislative Policies | ATTACHMENT K  
BOT Action Desired |
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<td>12. Town Manager’s Annual Evaluation</td>
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<td>13. Administrative Report/Minutes</td>
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<td>a. Planning &amp; Zoning Commission 6/14/18 Minutes</td>
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<td>b. Environmental Board 5/30/18 Minutes</td>
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<td>c. Environmental Board 6/25/18 Minutes</td>
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<td>d. Environmental Board 7/23/18 Minutes</td>
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<td>f. Parks &amp; Recreation Commission 6/13/18 Minutes</td>
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<td>g. CORE – Status of Projects Report</td>
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* Please note: times are approximate
Board of Trustees Agenda Memorandum

Item No: Attachment A
Meeting Date: 08.14.2018

TITLE: Accounts Payable

SUBMITTING DEPARTMENT: Finance

ATTACHMENTS: Accounts Payable for 08.14.2018

DISCUSSION: The accounts payable include $25,000.00 from the Revolving Loan Fund to Lacy Hughes. The final payment to McMahan & Associates for the 2017 Audit is $7,420.00. Two new trucks were purchased for the Utilities Department for $59,794.48. The 2018 CORE membership for $15,000.00 is included in the payables. $176,176.08 is the progress payment for the Snowmass Trail Sidewalk to Johnson Construction. A new pool heater was purchased for $11,170.00.

The payroll for 7.27.18 was 179,937.25. Tax liability for the town was $10,129.45. Pension and Retirement liability was $11,663.65.

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

Renae
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MINUTES
CARBONDALE BOARD OF TRUSTEES
WORK SESSION
JULY 17, 2018

Mayor Dan Richardson called the Board of Trustees Work Session to order on July 17, 2018, at 6:00 p.m. in the Town Hall meeting room.

ROLL CALL:

The following members were present:

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

Staff Present
  Town Manager Jay Harrington
  Town Clerk Cathy Derby
  Finance Director Renae Gustine
  Police Chief Gene Schilling
  Intern Angie Sprang
  Utilities Director Mark O’Meara

CRYSTAL RIVER WATERSHED PLAN

Heather Lewin of the Roaring Fork Conservancy (RFC) presented the Crystal River Watershed Plan.

Key points included:

- This Plan came about after the drought in 2012
- In draught years a management plan is needed. In non-drought years the river manages itself
- The stakeholders who created the Plan discussed: is there a way to put more water in the river? How much water is needed to make a difference? What are the management options? Where do you put the water and when?
- RFC is working with the Water Trust and are contacting water right holders and are proposing that if they don’t use all of their water rights they will be monetarily rewarded
- The Town ditches do not incentivize people to use less water in draught years
The Town has a Water Conservation Plan, Watershed Plan and a multi-year Capital (Water) Plan

Heather stated that the Town can be an example to other communities by showing how you can be efficient.

**UPDATE ON CRYSTAL RIVER RESTORATION PLAN AND WEAVER DITCH EFFICIENCY**

Heather explained that the Town, with partners Roaring Fork Conservancy, Aspen Valley Land Trust, American Rivers, Colorado Parks and Wildlife, Trout Unlimited, River Valley Ranch Homeowners Association and Public Counsel of the Rockies, propose to restore and enhance a one-half mile, 18-acre reach of the Crystal River.

The Weaver Ditch has been considered for a pilot project which will incorporate a telemetry based operation to provide efficiency measures on diverted water from the Crystal River. The project is both an experiment and a demonstration. If it’s successful we can replicate it on the other ditches in town. It’s also an educational opportunity due to its proximity to the schools.

The Board agreed to have a work session on water augmentation.

**COMMUNITY REQUEST CRITERIA/FINANCIAL UPDATE**

Renae explained that traditionally the Board has allocated 1% of the General Fund revenues to community requests. Last year 1% amounted to $62,000 and the Board allocated $59,000.

Discussion ensued.

Trustee Henry stated that she was struck the last two years that the grant money was “diluted” because some money was given to everyone. She asked the Board if we should create a ranking system and give money to the top three that most fit the Town’s criteria. The Board did not agree because large sums of money are not being distributed.

The Board did not direct staff to change the community grant application.

**FINANCIAL UPDATE**

Mayor Richardson stated that he would like the RETA funds, within the Housing Fund, to be restricted.

Jay stated that the Town is going to need parking. We haven’t been able to secure any and we need to be financially ready to purchase land if the opportunity arises.
The Streetscape Fund is over $500,000.

**DISCUSSION ON COMMUNICATION PLAN**

At a previous BOT meeting the Board set its priorities for 2018; developing a Communication Plan was one of the goals. Mayor Richardson stated that we need to figure out different ways to communicate for different issues.

Discussion ensued and the key points were:

- A standard approach is needed for the different ways we communicate
- Emergency services should have one Public Information Officer to assure distribution of correct information
- Communication around behavioral change and law enforcement/police public education were added to the “Key Message” section of the matrix
- The website is a critical communication/information tool

The Board directed staff to create templates for the Communication Plan. Once the templates are created the Board will review them at a future meeting.

**ADJOURNMENT**

The July 17, 2018, work session adjourned at 8:40 p.m. The next regularly scheduled meeting will be held on July 24, 2018, at 6:00 p.m.

**APPROVED AND ACCEPTED**

[Signature]
Dan Richardson, Mayor

**ATTEST:**

[Signature]
Cathy Derby, Town Clerk
MINUTES
CARBONDALE BOARD OF TRUSTEES
REGULAR MEETING
JULY 24, 2018

Mayor Dan Richardson called the Board of Trustees Regular Meeting to order on July 24, 2018, at 6:00 p.m. in the Town Hall meeting room.

ROLL CALL:

The following members were present for roll call:

Mayor
Dan Richardson

Trustees
Marty Silverstein
Erica Sparhawk
Lani Kitching
Heather Henry

Arrived After Roll Call
Luis Yllanes

Staff Present:

Ben Bohmfalk

Town Manager
Jay Harrington

Town Clerk
Cathy Derby

Town Attorney
Mark Hamilton

Town Attorney
Tarn Udall

Finance Director
Renae Gustine

Police Chief
Gene Schilling

Public Works Director
Kevin Schorzman

CONSENT AGENDA

- Accounts Payable totaling $370,782.98
- BOT 7/10/18 Regular Meeting Minutes
- Resolution No. 9, Series of 2018 – Right of First Refusal to Purchase 547 Jacob’s Place
- Liquor License Renewal Application – El Pollo Rico
- Ordinance No. 12, Series of 2018 – Amending Chapter 17 of the UDC Concerning Off-Street Parking

Trustee Sparhawk made a motion to approve the Consent Agenda. Trustee Kitching seconded the motion and it passed with:
5 yes votes: Silverstein, Sparhawk, Richardson, Kitching, Henry

PERSONS PRESENT NOT ON THE AGENDA

Holly McLean, Upper Cattle Creek, stated she is a member of the Roaring Fork Valley Horse Council. The Council is asking the Board for a letter of support to the BLM urging the BLM to keep the newly acquired Sutey Property accessible to horse riders and hikers only. She stated that mountain bikes move fast and scare the horses. They are asking for one place where they can ride without bikes.

Pamela True, County Road 112, stated that she is concerned that if bikes are allowed on the property there will be heavy traffic in her neighborhood. She noted that the BLM has not irrigated the property and it is extremely dry. She wants the pristine neighborhood to remain as it is.

Trustee Bohmfalk arrived at the meeting.

Susan Kuzio, Kings Row, stated that she likes to take small children hiking and she feels unsafe taking them on trails that allow mountain bikes. She wants the Sutey Property to be for horse riders and hikers only.

Susan Bantis, County Road 112, stated that Mr. Sutey loved people riding horses on his property and he was not a big fan of mountain bikers.

Leslie Thomas, E. Sopris Creek Road, supports everything that has been said thus far. They need a place close by to ride horses. The traditional use of the property has been horseback riding. It’s important that the water rights stay with the property. She noted that the Haines parcel needs parking.

Charlie Bantis, County Road 112, stated that he is a mountain biker. He has seen interactions between bikes and horses and it’s not good. Equestrians need a place to ride free of mountain bikes.

The Boards agreed not to take action at the meeting because the timing is too tight and they want to hear from all sides before making a final decision.

Trustee Yllanes arrived at the meeting.

TRUSTEE COMMENTS

Trustee Sparhawk stated that she attended the Chamber Board Meeting. Andrea Stewart wants to follow up on the Start-Up Colorado workshop. She also told the Board that Pink Bike did a video shoot on mountain biking trails in the area. Trustee Sparhawk also attended the Colorado Communities for Climate Action Police Committee meeting. They decided on policy agenda items and they need the members to sign off on them. One of the policy items is they want the State to adopt emission standards for cars.
Twelve states have adopted them and the standards are all the same. Another policy item is to have members adopt the most recent energy code.

Trustee Henry stated that she attended the Environmental Board meeting last night. Building official John Plano also attended and they had a discussion on the energy code. No conclusions were reached, it’s an on-going process. Also at the meeting Laurie Batchelder Adams, the Town’s trash consultant, presented her recommendations for the waste ordinance. There were seven simplified recommendations and the Board voted on each. Lastly, the E Board wants Waste Diversion Day to be a program.

Trustee Silverstein thanked the first responders battling the Lake Christine Fire. He also thanked Ron Goodman, Jay and Gene for coordinating the Town’s response to the fire.

Trustee Kitching stated that she attended the Carbondale to Crested Butte trail meeting. They discussed the environmental impacts versus recreation. July 27th is the deadline for comments and it can be done on line.

Trustee Kitching informed the Board that a request has been made to the Ruedi Water and Power Authority (RWAPA) to use Ruedi water to extinguish the Lake Christine fire. RWAPA does not know what impact it will have on the reservoir’s environment. Jay told the Board that the Town has Ruedi water rights.

Trustee Yllanes told the Board that he attended the Parks and Recreation meeting. The Commission is applying for a GOCO planning grant for the pool. They may also being applying for a mini FMLD grant.

Mayor Richardson stated that he attended the RFTA Board meeting. They are considering putting a mill levy question on the November ballot. The RFTA Board is still unsure what amount of mill levy to endorse. They continue to poll the public. A final decision will be made at their August meeting. At the same meeting they did not take any action on their E bikes policy.

**ATTORNEY’S COMMENTS**

The attorney did not have any comments.
SPECIAL EVENT LIQUOR LICENSE – STEPPING STONES – COWBOY UP!

Stepping Stones has applied for a Special Event Liquor License for Cowboy Up!. All fees have been paid and the Police Department has reported no problems with the applicant or the premises.

Trustee Silverstein made a motion to approve Stepping Stone’s Special Event Liquor License. Trustee Henry seconded the motion and it passed with:

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

CRMS WATER DEDICATION AGREEMENT AMENDMENT

Kevin explained that in 1990 the Town and CRMS entered into an agreement governing water dedication related to 57.77 acres of property owned by CRMS. CRMS was annexed into the Town in 1979. Since the time of annexation CRMS has sold 39 acres and currently owns approximately 18.8 acres.

Each time development has occurred differences of opinion have existed relating to the appropriate number of shares of Rockford Ditch stock that should be transferred to the Town to meet the requirements contained in the agreement. These differences of opinion have resulted in increased cost to both the Town and CRMS.

In an attempt to simplify future water dedication requirements for development on the remainder of the 39 acres, the Town and CRMS have agreed that 5.6 shares of Rockford Ditch stock will be given to the Town for every acre that is either sold to a third party or developed directly by CRMS.

In addition, the amendment stipulates that CRMS will transfer an additional 88.2 shares of Rockford Ditch stock to the Town within 30 days of the execution of the amendment to satisfy the 5.6 shares per acre requirement for the entire 39 acres that have already been sold to a third party. Adding these 88.2 shares to the 130 shares already received by the Town, the Town will own 218.2 shares of the required 323.5 shares for the 57.77 acres that were originally annexed.

Kevin stated that the Agreement needs a modification to the number of acres and staff would like to change the referenced “Exhibit A” to the recodination number.

Trustee Yllanes disclosed that his wife works at CRMS.

Trustee Sparhawk made a motion to authorize the Mayor to execute the First Amendment to the Carbondale-Colorado Rocky Mountain, Inc. Water Dedication Agreement, 1989 with a modification to the acreage and changing the referenced Exhibit A to the recodination number. Trustee Yllanes seconded the motion and it passed with:
7 yes votes: Bohmfalk, Silverstein, Sparhawk, Richardson, Yllanes, Henry, Kitching

CRYSTAL WELL EASEMENTS

Kevin explained that over the years the Town has developed infrastructure related to the Crystal Wells on property owned by the Daughertys. In the 1990’s the Town and the Daughertys worked on an agreement related to the Town acquiring necessary easement related to the existing wellhouse. However, that agreement was never finalized.

The Daughertys are selling their house and they want to “clean up” the easements.

The Daughertys will grant easements to the Town to the east and south of the wellhouse. In exchange, the Town will quit claim to the Daughertys easements that were associated with a new wells site. Attempts to develop a well on that site were unsuccessful so the easement is unnecessary. The Town will also quit claim to the Daughertys a 0.21 acre parcel that is not necessary to reach the wellhouse infrastructure.

Trustee Bohmfalk questioned why we are giving away 0.21 acres without compensation. He also questioned if the Town can give away land without a vote.

Kevin explained that he was unable to find any record of the Town acquiring the 0.21 acres. He informed the Board that the Town can give the land away because it has not been used for municipal purposes.

Trustee Silverstein made a motion to authorize the Mayor to execute the Quit Claim Deed conditioned upon the receipt of a Warranty Deed from the Daughertys granting the aforementioned water line easements to the Town. Trustee Henry seconded the motion and it passed with:

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

NEW CASTLE LETTER OF SUPPORT FOR LOVA TRAIL GRANT

The Town of New Castle has asked the Town of Carbondale to write a letter of support to the Colorado Parks and Wildlife Division supporting the Lower Valley (LoVa) Colorado River Trail.

Discussion ensued.

Mayor Richardson stated that the trail would make New Castle whole. They are asking for an endorsement, they are not asking for money.
Trustee Bohmfalk noted that without this trail there is no way to get safely through the valley unless you are in a car/bus.

The Mayor will sign the letter supporting the LoVa Trail.

**ORDINANCE NO. 13, SERIES OF 2018 – RAISING THE AGE TO PURCHASE TOBACCO AND VAPING PRODUCTS**

At the July 10th BOT meeting the Board directed staff to prepare an ordinance raising the age to purchase tobacco and vaping products to 21 for consideration of approval at the July 24th meeting.

Mandy Ivanov, of Eagle County Public Health, informed the Board that Colorado leads the nation in youth vaping. She encouraged the Board to license stores selling tobacco and vaping products because it’s easier to penalize violators.

Tam stated Tobacco 21 suggested changing “minor” to “persons under the age of 21” and she agreed that this is a good change.

Trustee Sparhawk stated that she was worried about starting off with fines and she questioned the need to penalize youth. Mayor Richardson responded he thinks it’s good to penalize youth, it sends a message you can be fined. The police policy is to educate.

Gene stated that he likes the ordinance as it is.

Trustee Henry stated that it makes sense to license the establishments. Mayor Richardson stated that if raising the age to 21 doesn’t have much of an effect we can move to licensing. We need to be proactive; the police need to do several sting and report back to the Board.

Trustee Sparhawk stated that we need to follow-up with Rep. Rankin and seed what the state can do. Mandy stated that changing the age to 21 needs to happen at the State level.

Trustee Henry stated that the state needs to put pressure on the federal government to outlaw internet sales of vaping products.

Trustee Henry made a motion to approve Ordinance No. 13, Series of 2018 raising the minimum age for the purchase, possession, and consumption of tobacco products and to establish the minimum age for the purchase, possession, and consumption of electronic smoking devices and related substances with the following amendment: “minor” shall be changed to “persons under the age of 21”. Trustee Silverstein seconded the motion and it passed with:
7 yes votes: Henry, Silverstein, Yllanes, Sparhawk, Bohmfalk, Kitching, Richardson

RETAIL MARIJUANA STORE EXCISE TAX

At the June 26, 2018, Board of Trustees meeting, Renee Grossman, owner of High Q Retail Marijuana Store, asked the Board if they would put the topic of lowering or eliminating the 5% retail marijuana excise tax on a future agenda; the Board agreed.

In 2013, Carbondale votes approved a 5% sales tax on the sale of retail marijuana and retail marijuana products by a margin of 1,164 to 425.

Renee Grossman stated that she is asking the Board for a level playing field with the other businesses in Carbondale. The tax hampers business because it overtaxes citizens. She would like Carbondale’s tax to be competitive with neighboring towns.

Mark stated that the ordinance gives the Board the authority to reduce the tax but he doesn’t think it can be raised again without another vote.

Trustee Henry stated that the voters passed the tax. What is the case to go against the voters? Renee explained that Carbondale was one of the first towns to allow retail marijuana. People weren’t sure what would happen. Four years later the market is more competitive and shoppers have a lot of choices.

Trustee Silverstein stated that the marijuana sales tax revenue is going up every year. There is no indication that the shoppers are going elsewhere.

Jay stated that the town has significant costs administering marijuana licenses.

Trustee Bohmfalk said Breckenridge has some of the highest sales and they have a 5% sales tax – how do you explain that? Renee explained that Breckenridge is a tourist town and the tourists don’t go elsewhere to shop.

Trustee Henry stated that she would only change the tax after bringing the question back to the voters. We cannot make assumptions that the voters want to reduce or eliminate the tax.

Trustee Silverstein said High Q has been in business less than one year. He asked are you not meeting your sales expectations? Renee responded that sales are meeting her expectations.

Mayor Richardson opened the meeting to public comment.

Alva Silva, Highway 133, said Carbondale has a high cost of living. He asked with all of these taxes what are you giving back to the citizens? A lot of people go to other towns to purchase their marijuana. He encouraged the Board to drop the tax.
Trustee Yllanes stated you are the newest retailer and we are not hearing from the other store owners.

Mayor Richardson suggested that Renee inform her customers how the town spends the marijuana tax revenue.

Trustee Kitching stated that we are not tackling consumer behavior. Time and fuel also factor into where people buy their marijuana.

The Board agreed that they did not want to lower or eliminate the retail marijuana store excise tax.

**APPROVAL OF REVOLVING LOAN FUND – LACY HUGHES**

The Town of Carbondale Revolving Loan Fund Review Committee approved a loan request and the Committee is requesting that the Board release the loan funds for applicant Lacy Hughes.

Trustee Bohmfalk made a motion to release the revolving loan funds to applicant Lacy Hughes. Trustee Sparhawk seconded the motion and it passed with:

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

**ADJOURNMENT**

The July 24, 2018, regular meeting adjourned at 8:35 p.m. The next regularly scheduled meeting will be held on August 14, 2018, at 8:30 p.m.

**APPROVED AND ACCEPTED**

_________________________
Dan Richardson, Mayor

**ATTEST:**

_________________________
Cathy Derby, Town Clerk
To: Mayor Dan Richardson and
Carbondale Board of Trustees

From: Gene Schilling
Chief of Police, Carbondale Police Department

Ref.: Liquor License Renewal Application for Carbondale Beer Works

Date: August 9, 2018

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

Patrice Fuller Owner/Manager

I have found no liquor violation records that would cause me to recommend denial of this liquor license renewal for this establishment.

I recommend the approval for the liquor license renewal.
RETAIL LIQUOR OR 3.2 BEER LICENSE RENEWAL APPLICATION

CARBONDALE BEER WORKS
647 MAIN STREET
CARBONDALE CO 81623-1934

PLEASE VERIFY & UPDATE ALL INFORMATION BELOW

<table>
<thead>
<tr>
<th>Licensee Name</th>
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<tr>
<td>Liquor License #</td>
<td>15767660000</td>
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<tr>
<td>License Type</td>
<td>Brew Pub (city)</td>
</tr>
<tr>
<td>Operating Manager</td>
<td>PATRICK MURPHY</td>
</tr>
<tr>
<td>Date of Birth</td>
<td>12/31/2020</td>
</tr>
<tr>
<td>Home Address</td>
<td>647 MAIN ST CARBONDALE CO 81623-1934</td>
</tr>
<tr>
<td>Email Address</td>
<td><a href="mailto:patti.e.murray@gmail.com">patti.e.murray@gmail.com</a></td>
</tr>
<tr>
<td>Manager Phone Number</td>
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RETURN TO CITY OR COUNTY LICENSING AUTHORITY BY DUE DATE

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<tr>
<th>DBA</th>
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<tr>
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<tr>
<td>Expiration Date</td>
<td>09/07/2018</td>
</tr>
<tr>
<td>Due Date</td>
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</table>

1. Do you have legal possession of the premises at the street address above? □ YES □ NO
   Is the premises owned or rented? □ Owned □ Rented* "If rented, expiration date of lease 12/31/2020"

3. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. □ YES □ NO

NOTE TO CORPORATION, LIMITED LIABILITY COMPANY AND PARTNERSHIP APPLICANTS: If you have added or deleted any officers, directors, managing members, general partners or persons with 10% or more interest in your business, you must complete and return immediately to your Local Licensing Authority, Form DR 8177: Corporation, Limited Liability Company or Partnership Report of Changes, along with all supporting documentation and fees.

3. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. □ YES □ NO

4. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. □ YES □ NO

5. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. □ YES □ NO

AFFIRMATION & CONSENT
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business
PATRICK MURPHY

Signature

REPORT & APPROVAL OF CITY OR COUNTY LICENSING AUTHORITY
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 12, Articles 46 and 47, C.R.S. THEREFORE THIS APPLICATION IS APPROVED.

Local Licensing Authority For

Signature

Date

Attest

Title
To: Mayor Dan Richardson and  
Carbondale Board of Trustees

From: Gene Schilling  
Chief of Police, Carbondale Police Department

Ref.: Liquor License Renewal for White House Pizza

Date: August 6, 2018

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

Kurt Korn - Owner / Manager

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

I recommend the approval for the liquor license renewal.
WHITE HOUSE PIZZA
801 MAIN COURT
CARBONDALE CO 81623

PLEASE VERIFY & UPDATE ALL INFORMATION BELOW

Licensee Name
PEPPERONI PIZZA KITCHEN INC

Liquor License # 079709300000
License Type Hotel & Restaurant (city)

DBA WHITE HOUSE PIZZA
Sales Tax License # 079709300000
Expiration Date 11/07/2018
Due Date 09/23/2018

Operating Manager
Koen
Note of Birth 2 Note of Birth
Home Address

Manager Phone Number 970-948-9172
Email Address marlaK@whitehousepizza.com

Street Address
801 MAIN COURT CARBONDALE CO 81623-1851

Mailing Address
801 MAIN COURT CARBONDALE CO 81623

1. Do you have legal possession of the premises at the street address above? □ YES □ NO
   Is the premises owned or rented? □ Owned □ Rental* "If rented, expiration date of lease ______

6. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. □ YES □ NO

NOTE TO CORPORATION, LIMITED LIABILITY COMPANY AND PARTNERSHIP APPLICANTS: If you have added or deleted any officers, directors, managing members, general partners or persons with 10% or more interest in your business, you must complete and return immediately to your Local Licensing Authority, Form DR 8177: Corporation, Limited Liability Company or Partnership Report of Changes, along with all supporting documentation and fees.

3. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. □ YES □ NO

4. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. □ YES □ NO

5. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. □ YES □ NO

AFFIRMATION & CONSENT
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business
Maria Koen
Title Secretary/Treasurer

Signature
Maria Koen
Date 7-23-18

REPORT & APPROVAL OF CITY OR COUNTY LICENSING AUTHORITY
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 12, Articles 46 and 47, C.R.S. THEREFORE THIS APPLICATION IS APPROVED.

Local Licensing Authority For

Signature

Title

Attest

Date


Art Gallery Permit Application

2341 Art Gallery Permit  □ New  X Renewal  $71.25

1. Applicant Name (limit 25 Characters)
CARBONDALE COUNCIL ARTS AND HUMANITIES, INC
Liquor License Number 4703690

2. Trade Name of Establishment (DBA)
R2 GALLERY AT THE LAUNCHPAD

3. Address
78 SOUTH 4TH STREET

City: Carbondale
County: Garfield

4. Mailing Address (Number and Street)
PO BOX 175

City: Carbondale
County: Garfield
State: CO
ZIP Code: 81623
Phone Number: 9709631680

- Attach a copy of a deed or lease in the exact name of the applying entity only, reflecting possession of the permitted area for at least the minimum duration of this permit (1 year from date of issuance).
- Attach a diagram of the premises which accurately reflects the area where alcohol beverages will be stored, served, possessed or consumed.

Pursuant to 12-47-422, C.R.S., Applicant hereby states that it qualifies for an Art Gallery Permit, in order to serve complimentary alcohol beverages, and certifies to the State Licensing Authority and Local Licensing Authority:

[Signature]

That it does not sell alcohol beverages by the drink.

That it will not serve alcohol beverages for more than 4 hours in any one day, no more than 15 days per year as follows:

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Oath of Applicant

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

[Signature]

Report And Approval of Local Licensing Authority (City/County)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the applicable provisions of Title 12, Articles 46 and 47, C.R.S., as amended.

THEREFORE, THIS APPLICATION IS APPROVED.

Local Licensing Authority (City or County)  Date filed with Local Authority

[Signature]  Title  [Date]

Report of State Licensing Authority

The foregoing has been examined and complies with the filing requirements of Title 12, Article 47, C.R.S., as amended.

[Signature]  Title  [Date]

Do Not Write in this Space - For Department of Revenue use only

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TOTAL
The Black line includes the perimeter of the building + back patio only. 

Back patio is only used during spring/summer. We have security back there when open.
BOARD OF TRUSTEES

AGENDA

[Date]

[Agenda Item]

[Meeting Date]

[Title]

[Submittal]

[Attachments]

[Purpose]

[Background]

[Recommendation]

[Prepared By]

[Signature]

[Additional Notes]
PROJECT: Red Hill Trail Construction Cost  
Town of Carbondale  
August 7, 2018

PREPARED FOR: Eric Brendlinger  
Town of Carbondale Parks and Recreation

PREPARED BY: Greg Mazu, President/CEO  
158 County Road 506  
Fraser, CO 80442  
970-364-3842  
greg@singletracktrails.com
August 7, 2018
Eric Brendlinger
Town of Carbondale Parks and Recreation
511 Colorado Ave
Carbondale, CO 81623

Mr. Brendlinger

Singletrack Trails is privileged to provide this Guaranteed Maximum Price Document to the Town of Carbondale. This document indicates that the field planning phase of the Red Hill Trails project is closing with public support and it is time to implement the project. The following information is requested in the contract documents.

1. The drawings and specifications are included in this document. The trail typicals indicate the guidelines for the physical construction of the trails. The attached map will be the “drawings” of the trail layout.

2. A proposed workflow timeline is included in this document. Singletrack Trails recommends that construction of the trails begin after the Town of Carbondale has obtained notification from the Bureau of Land Management that the trail connection on Federal land have been approved.

3. Singletrack Trails has provided pricing based on the GPSed trail alignments. The footage quantities have an extra 10% included to account for potential GPS error in comparison to wheeled completed lengths. The cost provided is based on hand construction of trail to a high level of quality as high use, front country trails should be constructed.

4. Singletrack Trails has estimated that there are 25 days of performance to complete the construction phase. The construction phase will last approximately 7 weeks and will be executed after approval from the Bureau of Land Management trail connections.

5. A fee schedule of construction cost per foot of trail and per trail has been provided in this document.

6. Singletrack Trails is not proposing to provide services that are outside of the existing contract with the Town of Carbondale.

7. Singletrack Trails has provided a 30-day time period for the Town of Carbondale to bind this pricing.

8. Singletrack Trails recognizes that unanticipated challenges and other project relates events can delay certain elements of each project. These delays may include postponed project awards or start dates, scheduling challenges for project meetings, and the resolution of unanticipated concerns, design modifications or non-quantifiable scope elements. In the event of any such delays, Singletrack Trails will work with our clients to develop a proactive and adaptable plan. Additionally, Singletrack Trails will be responsible for project delays related to machine breakdowns, scheduled equipment maintenance, unanticipated terrain difficulties or surface conditions (which add up to 20% additional completion time), adverse weather events, and internal staffing issues. 9. Singletrack Trails will perform all work associated with the construction phase of Red Hill trails with existing staff or long-time contract employees.

10. The trails created by Singletrack Trails are not copyrighted and no royalties will be paid for public trails.
TrailsTypicals

A. Plan Detail: Typical Trail
- TREAD WITH VARIES
- MINIMUM 24”
- MAXIMUM 36”
- TRAIL TREAD SURFACE, MECHANICAL COMPACTION
- TREES AS ANCHORS NOT LESS THAN 50’
- LEAF LITTER TO COVER ALL BACKSLOPE AND SPOILS FOLLOWING TREAD COMPACTOR
- STUDY/UNDERSTORY TRAIL ANCHORS NOT LESS THAN 36”

B. Section Detail: Typical Trail
- TREES AS ANCHORS NOT LESS THAN 50’
- TRAIL TREAD SURFACE, MECHANICAL COMPACTION
- TREAD WITH VARIES, MINIMUM 24” MAXIMUM 36” OUTSLIPPED 3-7%
- EXISTING GRADE
- LEAF LITTER TO COVER ALL BACKSLOPE AND SPOILS FOLLOWING TREAD COMPACTOR

A. Section Detail: Grade Reversal
- Backslope
- Trail Trail
- Low point for water to drain
CONTRACTOR EQUIPMENT

Singletrack Trails proposes to use the following machines during the construction of this trail project:

- This project with be utilizing hand construction techniques

Singletrack Trails owns all machines listed by specific model number and will provide experienced operators with a minimum of 250 machine hours of operation.

BEST MANAGEMENT PRACTICES

Singletrack Trails will adhere here to the following best management practices. At the request of the Owner, Singletrack Trails will provide our Health and Safety Plan, Emergency procedures, and other related documents.

Site Access

- The job site will be accessed via approved access points
- Singletrack Trails can provide its own combination lock
- Vehicles will be parked in approved, areas not in the way of existing trail traffic.

Mechanized Equipment Best Practices

All track marks will be raked smooth. Affected area will be finished to have a nature shape, e.g., spoils piles rounded, smoothed and cleared of significant brush, blade edges blended. A spill kit suitable for five gallons of fluid will be onsite and within 500 feet of mechanized equipment whenever equipment is being operated. Scaring of trees is to be avoided. Machine service and fueling is not permitted with 100 feet of a wetland or drainage. Machine access is restricted to the trail corridor. Separate access routes may only be created and used with prior written permission of the Owner. Any approved access route must be retired and reclaimed back to its original condition upon project.
Fire Prevention

Fire prevention is an important part of protecting employees, company assets, and the project site. Fire hazards must be controlled to prevent unsafe conditions. Once a potential hazard is recognized, it must be eliminated or controlled in a timely manner. The following fire prevention requirements must be met for each site:

- A conspicuously located, 5lb fire extinguisher for everywhere more than 5-gallons of flammable liquids or gas are stored
- Generators and internal combustion engines located away from combustible materials
- Site free from accumulation of combustible materials or weeds
- No obstructions or combustible materials piled in the exits
- No more than 25-gallons of combustible liquids stored on site
- Fire extinguishers located with each machine
- Fire extinguishers in the immediate vicinity where welding, cutting or heating is being done
- Spark arrestor installed on each machine

Machine Refueling

Machine refueling will be made with portable 5-gallon fuel containers that will be transported to the worksite on as-needed basis.

- No more than 5 gallons per machine will be stored on site in between fuelling
- Fuel will be contained in containers free of leaks and punctures
- Fire extinguishers will be located in the immediate vicinity
- Fuel spill kits will be located in the immediate vicinity

Warranty

The Services shall be performed in accordance with generally accepted industry principles and practices, consistent with the level of care and skill ordinarily practiced by reputable members of the profession providing similar services under similar circumstances. Singletrack Trails warrants that: (i) for a period of two years commencing upon Client’s Acceptance (the “Warranty Period”), the trails furnished under this Agreement shall (a) be free from material defects and (b) shall operate and conform to specifications, or other descriptions that the Parties have agreed to in writing, provided, however, that the for going warranty shall not apply to damage caused by erosion or excessive use. If a breach of warranty should occur during the respective warranty period, Singletrack Trails shall repair the trails to conform to the agreed upon Specifications. The foregoing shall be Client’s exclusive remedy and Foster’s entire liability for breach of this warranty. EXCEPT AS SET FORTH HEREN, SINGLETRACK TRAILS MAKES NO OTHER REPRESENTATION, GUARANTEE, OR WARRANTY, EXPRESS OR IMPLIED, IN FACT OR BY LAW, WHETHER OF MERCHANTABILITY, FITNESS FOR ANY PARTICULAR PURPOSE OR OTHERWISE.
PROJECT COST ESTIMATE

Singletrack Trails proposes the following estimated budget for work covered by this proposal. The pricing included in this proposal is valid for 30 days from the date of this document.

<table>
<thead>
<tr>
<th>Task Item</th>
<th>Quantity</th>
<th>Unit of Measure</th>
<th>Rate</th>
<th>Task Item Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bi Directional Trail</td>
<td>1397</td>
<td>per foot</td>
<td>$15.31</td>
<td>$21,388.07</td>
</tr>
<tr>
<td>Directional Mountain Bike Trail</td>
<td>2982</td>
<td>per foot</td>
<td>$15.31</td>
<td>$45,654.42</td>
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<tr>
<td>Hiker Connection</td>
<td>657</td>
<td>per foot</td>
<td>$11.35</td>
<td>$7,456.95</td>
</tr>
</tbody>
</table>

Project Total Cost $74,499.44
PROJECT TIMELINE

Singletrack Trails proposes the following timeline for construction upon approval from the Town of Carbondale.
To: Mayor Dan Richardson and Carbondale Board of Trustees

From: Gene Schilling
Chief of Police, Carbondale Police Department

Date: July 10th, 2018

Ref: Liquor License Special Event for The Carbondale Clay Center to be held at 135 Main Street on September 22nd from 4.00pm to 8.00pm.

I have found no records that would cause me to recommend denial of this liquor license special event application to serve alcohol.

Angela Bruno / Event Manager

I recommend the approval for the liquor license.
# TOWN OF CARBONDALE
APPLICATION FOR A SPECIAL EVENTS PERMIT

IN ORDER TO QUALIFY FOR A SPECIAL EVENTS PERMIT, YOU MUST BE NON-PROFIT AND ONE OF THE FOLLOWING:

- [X] SOCIAL
- [ ] ATHLETIC
- [ ] FRATERNAL
- [ ] CHARtered BRANCH, LODGE OR CHAPTER
- [ ] PATRIOTIC
- [ ] OF A NATIONAL ORGANIZATION OR SOCIETY
- [ ] POLITICAL
- [ ] RELIGIOUS INSTITUTION

**TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR:**

- [X] MALT, VINOUS AND SPIRITUOUS LIQUOR $50 PER DAY
- [ ] FEMENTED MALT BEVERAGE (3.2 BEER) $10 PER DAY

**LIQUOR PERMIT NUMBER**: 4705953

**STATE SALES TAX NUMBER (REQUIRED)**: 02464840-0000

**1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE**: Carbondale Clay Center

**2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL PARTY**: 135 Main St., Carbondale, CO 81623

**3. ADDRESS OF SPECIAL EVENT**: 135 Main St., Carbondale, CO 81623

**NAME** | **DATE OF BIRTH** | **EMAIL ADDRESS** | **PHONE NUMBER**
---|---|---|---

**4. PRES/SECY OF ORG. OR POLITICAL CANDIDATE**

**5. EVENT MANAGER**

| Angela Brung |

**6. HAS APPLICANT ORGANIZATION OR POLITICAL CANDIDATE BEEN ISSUED A SPECIAL EVENT PERMIT THIS CALENDAR YEAR?**

- [X] NO
- [ ] YES

**7. IS PREMISES NOW LICENSED UNDER STATE LIQUOR OR BEER CODE?**

- [X] NO
- [ ] YES

**8. DOES THE APPLICANT HAVE POSSESSION OR WRITTEN PERMISSION FOR THE USE OF THE PREMISES TO BE LICENSED?**

- [X] NO
- [ ] YES

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Hours From</th>
<th>Hours To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept 22nd</td>
<td>4PM</td>
<td>6PM</td>
</tr>
</tbody>
</table>

**OATH OF APPLICANT**

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

**SIGNATURE**

**DATE**: 6/27/2018

**REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY**

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

**THEREFORE, THIS APPLICATION IS APPROVED.**

**SIGNATURE**

**DATE**

**LOCAL LICENSING AUTHORITY**

**ATTEST**
OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Wayne W. Williams, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

CARBONDALE CLAY CENTER

is a
Nonprofit Corporation

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

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 06/26/2018 that have been posted, and by documents delivered to this office electronically through 06/27/2018 @ 14:40:35.

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 06/27/2018 @ 14:40:35 in accordance with applicable law. This certificate is assigned Confirmation Number 10979178.

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

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

Marble Distilling Co.

100 Block of Main Street

Entry & Exit
ID Check

Carbondale Clay Center
LAWN AREA
Seating

Carbondale Clay Center
DRIVEWAY

Food & Bar

X = MAIN EVENT ENTRY - Staffed

X = Alcohol only allowed within red border.
Trash Cans/Staffed Check Points. Entire Area Fenced.

F = Event Fencing

D = Staffed - Event Entry/Exit
July 26, 2018

Town of Carbondale
Board of Trustees
511 Colorado Avenue
Carbondale, CO 81623

Ladies and Gentlemen of the Board:

I am writing on behalf of the Carbondale Clay Center in regards to the Throw Down, Hoe Down event. The Carbondale Clay Center will be applying for the Special Event Liquor License and Special Event Street Rental and the Town of Carbondale Parks & Recreation Department has given them permission to use main street between Snowmass Drive and 2nd Street for their event to be held Saturday, September 22, 2018. The hours for set up, for the event and breakdown will be:

- August 22, 2018  Set up on Clay Center Property  12 noon to 4:00 pm
- August 22, 2018  Street Closure and set up       1:00 pm-4:00 pm
- August 22, 2018  Event                          4:00 pm to 8:30 pm
- August 22, 2018  Event Breakdown on street     8:00 pm-9:00 pm (Street open at 9 pm)
- August 22, 2018  Event Breakdown on Clay Center Property 8:30 pm to 10:00 pm

Please contact the Town of Carbondale Parks & Recreation Department if you have any questions.

Sincerely,

Eric Brändlinger
Town of Carbondale
Parks & Recreation Department Director
TOWN OF CARBONDALE
PARK (OR) STREET RENTAL USE AGREEMENT
&
SPECIAL EVENT MANAGEMENT PLAN

Completing this Park (or) Street Rental Use Agreement and Special Event Management Plan is required for large special events that will impact the Carbondale community. The purpose is to assist the Event Organizer in planning their special event so that it meets the requirements established by the Town of Carbondale. This Rental Use Agreement & Special Event Management Plan should be submitted 45-60 days prior to the event. After review by town staff, you will be notified if the event is approved, denied, or if additional information and/or a meeting with town staff is needed.

SECTION 1 - EVENT SUMMARY:

1. NAME OF EVENT: ___________ Throw Down Hoe Down

2. Primary Event Organizer: ___________ Angela Bruno
   a. Cell Phone: ___________ 970-589-0499
   b. Email: ___________ director@carbondaleclay.org
   c. Address: 135 Main St, Carbondale, CO 81623

   a. Cell Phone: ___________ 870-404-8680
   b. Email: ___________ sjinvests@hotmail.com
   c. Address: Glenwood Springs, CO 81601

4. EVENT LOCATION: Carbondale Clay Center 135 Main St Carbondale, CO 81601

5. EVENT DATE(s): ___________ Saturday, September 22nd 2018

6. EVENT TIME(s): ___________ 4-8:30pm

7. EVENT SET-UP TIME(s): ___________ 12pm Clay Center property only) & 1 PM Street Closed

8. EVENT BREAK-DOWN TIME(s): ___________ Event in the street will end at 8:00 PM so the street can be clear by 9 PM. Take-down at Clay Center will begin at 8:30 PM to be completed by 10 PM.

   Procedures must be in place to avoid neighborhood noise disturbance with event break-down. Breakdown within town parks must end at 10:30 pm; and Downtown breakdown at 11:30 pm

SECTION 2 - EVENT SUMMARY INFORMATION:

1. Approximate number of people expected to attend event: ___________ 250 Flow
2. Approximate Event Personnel Numbers:
   a) Event Staff Leaders/Committee Organizers in charge: 5 Clay Center
   b) Event Volunteers: 20
   c) Event Contractors: N/A
   d) Event Security Personnel: 2
   e) Event Vendors: N/A

3. Event training for personnel? (Yes) (No) Describe? All volunteers have worked with the CCC on previous events.

4. Fee charged to participants? (Yes) (No) If yes, how much? $55 for Adults $25 children

5. Amplified music at event? (Yes) (No) If yes, times music is played (including sound checks)

1. Live music w/ speaker (local band) from 4:30 - 8:00 PM
   Note: Amplified sound cannot exceed 90 decibels which event organizer is responsible to monitor. Amplified music must be approved by Board of Trustees; Music beyond 9 pm requires Trustee approval.

SECTION 3 – EVENT SITE PLAN (OR PARADE/RACE ROUTE) MAP:
Please provide an accurate detailed drawing or map depicting physical layout of event that includes the following. Must initial each requirement or write N/A (Not Applicable).

1. Boundaries
   o Delineate the boundary for the entire event venue, including the names of all streets or areas that are part of the venue and surrounding area: AB
   o If the event involves a moving route of any kind, show the particular route, indicate the direction of travel, label street names, and identify any street closures: AB
   o Locate fencing, barriers/barricades, points of ingress/egress, emergency access: AB

2. Site Improvements
   o Location of stage, tents, canopies, booths, bleachers, other temporary structures: AB
   o Location of generators, electricity sources, speakers, soundboards, lighting: AB
   o Location area for trailers, trucks, or other event vehicles: N/A
   o Identify start & finish area (if a race): N/A

3. Security, Medical and Safety
   o Show security check points: AB
   o Show placement of traffic control personnel: N/A
   o Locate first aid station, ambulance access point: N/A
   o Locate portable night lighting: AB

4. Transportation and Parking
   o Identify all parking areas (on/off site): N/A
   o Locate any drop-off/pick-up areas: N/A

5. Sanitation and Solid Waste
   o Locate/identify restrooms/portable toilets and hand wash stations: AB
   o Locate trash and recycle containers and dumpsters: AB

6. Alcohol, Food Service, Vending Booth Areas
   o Locate bar/beer garden area, with location of security fencing and entry/exit gates: AB
   o Location of food service vendor booths: AB
   o Location of merchandise vendor booths; information and/or demonstration booths: N/A
SECTION 4 – SECURITY PLAN:
Please describe your plan to provide a safe and secure environment (required if dispensing alcohol).

1. Have you hired a professional security company to manage event security?  (Yes)  (No)
   If Yes, please provide the following information:
   o Name of Security Company: N/A — private individuals with security experience are either
     volunteers are being hired to assist with this event
   o Person in charge at event: N/A
   o His Cell Phone contact at event: N/A
   o His Cell Phone Text email address at event: N/A
   o Number of security personnel assigned to event: 2
   o Event times they will be in place: 4-8:30
   o Describe duties & functions: Security personal will check ID’s, monitor entry and exit from
     event

2. Will Town of Carbondale Police Dept. enforcement services be requested?  (Yes)  (No)
   If Yes, please provide the following information:
   o List purposes (security; traffic/parking control; event walk-thru): N/A
   o List # of officers & times when needed: N/A

   Town law enforcement services charged out at Town cost in an agreement with Chief of Police, who
   has right to place officers as deemed necessary in the best interest of public safety.

SECTION 5 – MEDICAL & EMERGENCY SERVICES PLAN:
Please describe your medical and emergency services plan.

1. Will emergency medical services be summoned through 911?  (Yes)  (No)
   If Yes, please provide the following information:
   o Name & cell phone of on-site staff designated as medical point of contact: Angela Bruno 970-589-0499

2. Will a licensed Emergency Medical Service provider or EMT be provided on-site?  (Yes)  (No)
   If Yes, please provide the following information:
   o Name & cell phone of service provider or EMT: N/A
   o Aid Station location & hours: N/A

SECTION 6 – TRANSPORTATION & ROAD CLOSURE TRAFFIC MANAGEMENT CONTROL PLAN:
Required of events involving a road closure. Main Street closure requests require 4-6 months notification to
obtain approval. Event organizers must submit an aerial drawing or map, showing event location, along with the
following information shown on the drawing or map. Must initial each section.

   o Road and/or traffic lane closure request: (Yes)  (No)
   o Location of barricades and/or traffic cones: East end of Main Street in front of the Clay Center, between
     Snowmass Dr. and 2nd St.
   o Proposed traffic flow map around road closure: N/A
LOCATION OF INFORMATIONAL SIGNAGE WITHIN ROAD CLOSURE AREA: Corner of Main St and Snowmass Dr. and the corner of Main St and 2nd St.

Location of safety lighting bar (if needed) within road closure area: N/A

Running or Bike Race route description (with start & finish line) if applicable: N/A

Parade route description (with start & finish) if applicable: N/A

With this information the Public Works Director will determine a “traffic control plan” and will indicate the required road closure barricades and road detour signage needed for the event. If equipment is supplied by the Town, it will be provided at Town cost in covering staff expenses on delivery/pickup and setup/takedown. Deposit on Town equipment may be required. At the Town’s discretion, to save expenses, Event Organizer may be requested to set up/take down and safely secure the road closure barricades and signage before and after their event with instructions from the Town. Cost to the event organizer will be determined after review of your event road closure request. If a street must be posted “No Parking” by the Town, the cost is $5.00 per side of block.

If it’s determined by the Public Works Director that the Town is unable to provide a “traffic control plan,” it may be required that the Event Organizer obtain a plan from a certified traffic control specialist. If the Public Works Director determines that the Town lacks the necessary barricades and signage due to scope and size of road closure (with limited inventory available), it may be required that Event Organizer contract all or a portion of their road closure traffic control management need services with a privately owned traffic control company.

SECTION 7 – REFUSE/TRASH PLAN:

Event organizer shall provide for the pickup and removal of all refuse/trash and recyclable materials, both on and off event site, which results from hosting the event. Throughout the duration of the event and immediately upon conclusion, the park and/or street area must be returned to a clean condition (no later than 10:00 am the next day following event). Event organizer may use Town trash receptacles available within the event area, but will need to provide additional containers at their expense, either by hiring a trash contractor who provides appropriate containers, providing their own containers, or provide a refuse removal plan that prevents the accumulation and overflow of refuse from containers provided by the Town.

Failure to perform adequate cleanup, or if damage occurs to public property due to event, and mitigation attempts fail, event organizers will be billed at full Town cost recovery rates for cleanup and repair. In addition, such failure may result in denial of future special event approval.

Event organizer is encouraged to consider a refuse/trash recycling plan for your event. Event organizer is further encouraged to consider creating a “Green” Event. These services can be provided for a fee by local companies. If using a contracted company please provide the following:

- Name of Service Provider: Carbondale Clay Center via Mountain Waste & Recycling & Evergreen Zero Waste

- Contact Person: Angela Bruno

- Mailing Address: 135 Main St. Carbondale, CO 81623

- Cell Phone: 970-963-2529 Email: director@carbondaleclay.org
SECTION 8 - PORTABLE RESTROOM PLAN:
Event organizer shall provide portable restroom facilities unless you can show the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event. Please make sure these facilities are shown on your site plan. Portable toilets shall be removed from event site by 11:00 am the next day following event. Event organizer is responsible for keeping both portable toilets and park bathrooms clean, unplugged, and stocked with toilet paper from beginning to end of event. Multiple day events may require portable toilets to be pumped out daily. Please use the formula below to figure out your event’s porta potty needs.

Duration of Event and number of Portable Toilets needed

<table>
<thead>
<tr>
<th>Number Of Participants</th>
<th>1 hr</th>
<th>2 hr</th>
<th>3 hr</th>
<th>4 hr</th>
<th>5 hr</th>
<th>6 hr</th>
<th>7 hr</th>
<th>8 hr</th>
</tr>
</thead>
<tbody>
<tr>
<td>50</td>
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<td>1</td>
<td>1</td>
<td>1</td>
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<td>7</td>
</tr>
<tr>
<td>1,000</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td>8</td>
<td>9</td>
<td>9</td>
<td>10</td>
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</tr>
<tr>
<td>2,000</td>
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<td>15</td>
<td>16</td>
<td>17</td>
<td>17</td>
<td>18</td>
<td>18</td>
</tr>
</tbody>
</table>

Do you plan to provide portable restroom facilities at your event? (Yes) (No) If yes, how many: 2
Number of ADA accessible portable toilets: 1

Is portable handwashing station being provided? (Yes) (No)
If no, is there a sanitizer dispenser within toilet? (Yes) (No)

Please provide the following information regarding event portable restroom provider:
- Name of Service Provider: Carbondale Clay Center via Mountain Roll Off
- Contact Person: N/A
- Mailing Address: N/A
- Cell Phone: 970-963-2529 Email: director@carbondaleclay.org

SECTION 9 – ALCOHOL MITIGATION PLAN & PERMIT REQUIRED:
Responsible sale and/or distribution of alcohol is critical to a safe and successful event. A Town of Carbondale Liquor License Special Event permit application ($50.00 payable to: Town of Carbondale) must be obtained from the Town Clerk, and submitted and approved by the Board of Trustees to sell alcohol (beer & wine) at your event. Only an incorporated non-profit organization is eligible for obtaining a special event liquor permit. The special event permit you receive will prohibit the consumption of alcohol outside of a controlled area or beer garden. Liquor liability coverage with a $1,000,000 limit must be included on your certificate of insurance (also naming the Town as additionally insured). You must submit your special event liquor license application to the Town Clerk at least 30 days prior to your event. Applications submitted to the Town will require a hearing before the Town Trustees. Event Organizer must post a notice at event site 10-days prior to hearing before Town Trustees. Town Clerk will schedule hearing and provide notice board to be posted by event organizers.
If your event is going to involve the sale and/or distribution of alcoholic beverages, please provide following information:

- Hours of operation of event (include dates & times):  Saturday September 22nd, 2018 4-8pm

- Alcohol service times:  4-7:30pm (required ending is 15 minutes prior to event shutdown, although 30 minutes prior is recommended)

- A designated fenced-in or secured area for the dispensation and consumption of alcoholic beverages is required. Show this area on your site plan and describe measures taken to secure the area: Will file a site plan with Carbondale Town Clerk

- Must provide non-transferable ID bands/bracelets for persons 21 and over (Describe your process for identifying legal vs underage patrons): All patrons will be ID’d at a designated check-point by event security

- Describe how TIPS trained servers will monitor alcohol consumption and intoxication: All alcohol service will be supervised by Clay Center Executive Director, who is Tips Trained

  (Note: Servers should not consume alcohol while working a shift, and should not return to shift if they consumed alcohol)

- Describe how Security staff and/or event server volunteers will provide friendly intervention to individuals who appear intoxicated: All alcohol service will be provided by experienced servers. All event volunteers have experience working at events. All situations should be reported to event coordinators.

- Consider (but not required) designating a “family friendly” seating area. If included, describe the location and include on site plan: The entire event is designated “family friendly.” And includes lawn seating, live music and food buffet.

- Will event provide alternative beverages to alcohol? If so, what? Yes, we will provide non-alcoholic drinks and a water cooler will be available.

- Will food be available at all times? If so, what? Yes, food buffet will be on-site with a variety of options throughout the event.

- Is there a designated smoking area? If so, describe the location and show it on your site plan: No smoking will be allowed at the event.

- How will you handle and mitigate an obviously intoxicated person who is drunk and may be driving home? This event will encourage walking and biking to and from the event. Should there be an intoxicated individual(s) – event security will work to mitigate the situation and will call on local law enforcement should there be a need.
SECTION 10 – FOOD PLAN & PERMIT:
These guidelines should assist you in developing plans for food handling, preparation, and distribution in the most responsible and legal manner. Garfield County Public Health Department paperwork process for Temporary and Special Food Service Events must be followed if you will be having any event in Garfield County where food will be sold to the public. (This includes, fairs, festivals, carnivals, farmers markets.) All vendors must obtain a retail food establishment license to serve open foods (including ice), and potentially hazardous foods that need to be temperature controlled. The event organizer is required to fill out a Garfield County Public Health Event Coordinator Plan Review (appendix A) and each vendor at your event must fill out and apply for an annual Garfield County Public Health Temporary Vendor Application (Appendix B) and a Garfield County Public Health Commissary Agreement (Appendix C) Temporary Vendor Permit Flow Chart (Appendix D). All food vendors at your event must have their original Colorado Retail Food Establishment license on premise at all times.

- Please list food vendors at your event, name of vendor and product(s) served: All food will be prepared prior to event by local chefs and restaurants, and served buffet style at the event. The main course will be chili, with salads, corn bread, veggie sides and desert.
- Vendors Exempt from Licensing (Exempt foods include popcorn or kettle corn, raw agricultural commodities such as honeycomb and uncut produce, commercially pre-packaged products that do not require refrigeration and cottage foods such as pickled fruits and vegetables, spices, teas, dehydrated produce, nuts, seeds, honey, jams, jellies, preserves, fruit butter, flour and baked goods, including candies, fruit empanadas, tortillas and other similar products that do not require refrigeration for safety. Please list food vendors exempt from licensing at your event, name of vendor and product(s) served: N/A

SECTION 11 – SALES TAX LICENSE SUBMITTAL PLAN:
If goods and/or services (including the sale of alcohol and food) are to be sold at event, each vendor must obtain a Town of Carbondale Sales Tax License, which they must purchase and pay for at Carbondale Town Hall, 511 Colorado Avenue. Cost is $15.00 for a temporary one-day license; $25.00 for an annual license; and FREE for a governmental agency or charitable organization. Note: A governmental agency or charitable organization must still obtain a Sales Tax License, and if making taxable sales, they shall collect sales tax and consumers shall pay sales tax on such sales.

Event organizer is responsible for submitting a list of Vendors working event to the Town of Carbondale Recreation Dept. no later than one week prior to your event. Vendors who did not obtain a Sales Tax License, and who attempt to work the event, shall be shut down by Event Organizers and/or Town staff. Event Organizers are responsible to visually verify and make sure that each vendor has their license and that it is posted within booth.
SECTION 12 - LIABILITY INSURANCE:
Liability insurance coverage must be provided for special event. If your event includes alcohol, liquor liability coverage must also be included. At least one week prior to the event, a certificate of insurance must be submitted to the Town Clerk. The certificate shall name the Town of Carbondale as an additional insured (for example: “Town of Carbondale, its officers, employees, & agents”). This commercial general liability insurance certificate requires the following minimum amount of coverage. Please initial each section.

- $1,000,000 each occurrence; $2,000,000 aggregate: __AB__
- Host and general liquor liability insurance required in the same amounts listed above: __AB__

SECTION 13 - EVENT DEBRIEFING:
An event debriefing may be held following your event at Town of Carbondale staff discretion. You are encouraged to attend this debriefing to help offer insight into the success of your event. The purpose of the debriefing will be to identify areas of success, and also areas in need of improvement, should you decide to hold your event annually.

SECTION 14 - FEES AND DEPOSITS

PARK (OR) STREET RENTAL USER FEE:
- $100.00 User Fee per each day of use between 100 – 300 participants  \(\frac{7/27}{14017}\)
- $200.00 User Fee per each day of use with over 300 participants  \(\frac{7/27}{14018}\)

PARK (OR) STREET CLEANUP/DAMAGE DEPOSIT FEE:
- $200.00 Cleanup/Damage Deposit Fee for event with 100 – 300 participants  Paid Date \(\frac{7/27}{14018}\)
- $500.00 Cleanup/Damage Deposit Fee for events with over 300 participants  Paid Date

These amounts may be increased if it is deemed necessary for a particular event or activity.

Event Organizer shall submit two (2) checks payable to: **TOWN OF CARBONDALE**

One check designated for Rental User Fee of the Park/Street, and the other check designated for Park/Street Cleanup/Damage Deposit Fee. **These fees must be submitted with your application** and will be returned if denied. Please note that if the Town deems necessary, a portion of the cleanup/damage deposit fee may be utilized by the Town for the purpose of payment of unforeseen costs necessary to insure and protect public safety during the event, and to ensure the terms and conditions of this Rental Agreement are fulfilled. The deposit shall not limit Event Organizer from liability for such expenses in excess of the Cleanup/Damage Deposit Fee submitted. A refund check for deposit amount (minus any deductions if required) will be issued after the event.

Initial here: ___AB___

SECTION 15 - LICENSES, PERMITS, AND FEES
Event Organizer shall adhere to all local and state requirements regarding business licenses, taxes, vending, and special event permits and policies.

Initial here: ___AB___

SECTION 16 – INDEMNIFICATION:
Event Organizer agrees to indemnify the Town, its officers, agents and employees, and to hold them harmless as to any claim, liability or damages, including attorney fees and court costs, arising out of, or directly or indirectly resulting from the conduct of the event.

Certificates of insurance shall be provided to the Town Clerk at least one week prior to event.

Initial here: ___AB___

SECTION 17 – CANCELLATION OF EVENT:
Event may be cancelled by the Carbondale Town Manager, or his designee, if a recommendation is made by the Parks & Recreation Director, Public Works Director, or Chief of Police that the terms of this Agreement and Event Management Plan are not substantially fulfilled in a timely manner, or in the event of an unforeseen catastrophic event or act of God. In the event of such cancellation, the Town shall remit to Event Organizer all rental fees and damage deposits minus any expenditures incurred by the Town. Neither party shall be liable to the other for any lost profits, lost revenues or consequential damages in the event of such cancellation.

Initial here: ___AB___

SECTION 18 – RELEASE OF LIABILITY:
The Town assumes no responsibility whatsoever, for any non-municipal property used within the premises of Event, and the Town is hereby expressly released and discharged from any and all liabilities for any loss, injury or damages to any person or property of Event Organizer, its employees, agents and concessionaires, or of any performer or spectator that may be sustained by reason of the occupancy within the premises of event under this Agreement.

Initial here: ___AB___

SECTION 19 – AUTHORITY TO CONTRACT:
The Town of Carbondale and Event Organizer represent that each has the power to enter into this Agreement, and grant or receive as the case may be, the license herein granted; each represents that it does not require the consent of any other person or entity (governmental or otherwise), and that this Agreement constitutes a valid and binding obligation of the Town of Carbondale and Event Organizer which is enforceable against the respective parties in accordance with the terms hereof.

Initial here: ___AB___

SECTION 20 – ATTORNEY’S FEES:
In the event that suit is brought (or arbitration instituted) or any attorney is employed or retained by any party to this Agreement to enforce the terms of this Agreement, to collect any money due there under, or to
collect any money damages for breach thereof, the prevailing party shall be entitled to recover, in addition to any other remedy, reimbursement for reasonable attorney's fees and costs incurred in connection therewith, including the reasonable value of salaried attorney's time.

Initial here: AB

Event Organizer Name (Please print): Angela Bruno

Signature: [Signature] Date: 7/26/2018

SPECIAL EVENT MANAGEMENT PLAN STAFF REVIEW & RECOMMENDATION
(With Comments, Conditions, and/or Requirements for Event)

PARKS & RECREATION DIRECTOR:

Street closure equipment must be placed out of street & pedestrian paths after event to allow main st. to be opened by 9 p.m.

Approval: [Approval] Approval Pending: _______ (see above) Denial: _______

Signature: [Signature] Date: 7/30/2018

PUBLIC WORKS DIRECTOR:

[Signature] Date: 8/1/2018

Approval: _______ Approval Pending: _______ (see above) Denial: _______

CHIEF OF POLICE:

[Signature] Date: 8/5/2018

Approval: _______ Approval Pending: _______ (see above) Denial: _______

TOWN CLERK: (Liquor Licensing Approval)

Approval pending 8/14/2018
Appendix A: If your event is selling food to guests the following 3 pages of paperwork must be submitted directly to Garfield County Public Health Department by the event coordinator.
To: Mayor Dan Richardson and  
Carbondale Board of Trustees  

From: Gene Schilling  
Chief of Police, Carbondale Police Department  

Ref.: Liquor License Special Event on behalf of No Man’s Land Film Festival on  
September 14 & 15 at 4th Street Plaza.  

Date: August 6, 2018  

I have found no records that would cause me to recommend denial of this liquor license  
special event application on September 14 & 15 at 4th Street Plaza from 5:00 pm to 10:00 pm.  

Aisha Weinhold  

I recommend approval of this liquor license.
TOWN OF CARBONDALE
APPLICATION FOR A SPECIAL EVENTS PERMIT

IN ORDER TO QUALIFY FOR A SPECIAL EVENTS PERMIT, YOU MUST BE NON-PROFIT
AND ONE OF THE FOLLOWING:

- SOCIAL □
- ATHLETIC □
- FRATERNAL □
- CHARTERED BRANCH, LODGE OR CHAPTER □
- PATRIOTIC □
- OF A NATIONAL ORGANIZATION OR SOCIETY □
- POLITICAL □
- RELIGIOUS INSTITUTION □
- PHILANTHROPIC INSTITUTION □
- POLITICAL CANDIDATE □
- MUNICIPALITY □

TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR:

- MALT, VINOS AND SPIRITOUS LIQUOR $50 PER DAY □
- FEMENTED MALT BEVERAGE (3.2 BEER) $10 PER DAY □
- LIQUOR PERMIT NUMBER □

1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE
No Man's Land Film Festival

2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL PARTY
PO Box 2813, Aspen, CO 81612

3. ADDRESS OF SPECIAL EVENT
4th Street Park, Carbondale, CO 81623

<table>
<thead>
<tr>
<th>NAME</th>
<th>DATE OF BIRTH</th>
<th>EMAIL ADDRESS</th>
<th>PHONE NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aisha Weinhold</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kathy Kario</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. PRES/SECY OF ORG. OR POLITICAL CANDIDATE

5. EVENT MANAGER

6. HAS APPLICANT ORGANIZATION OR POLITICAL CONTAINED BEEN ISSUED A SPECIAL EVENT PERMIT THIS CALENDAR YEAR?

- NO □
- YES □

7. IS PREMISES NOW LICENSED UNDER STATE LIQUOR OR BEER CODE?

- NO □
- YES □

8. DOES THE APPLICANT HAVE POSSESSION OR WRITTEN PERMISSION FOR THE USE OF THE PREMISES TO BE LICENSED?

- NO □
- YES □

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Hours From</th>
<th>Hours To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date 14 Sep 2018</td>
<td>From 5pm</td>
<td>To 10pm</td>
</tr>
<tr>
<td>Date 15 Sep 2018</td>
<td>From 5pm</td>
<td>To 10pm</td>
</tr>
</tbody>
</table>

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

SIGNATURE □
TITLE □
DATE □

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

THEREFORE, THIS APPLICATION IS APPROVED.

SIGNATURE □
TITLE □
DATE □

LOCAL LICENSING AUTHORITY □
ATTEST □
OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Wayne W. Williams, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

No Man's Land Film Festival

is a Nonprofit Corporation formed or registered on 03/05/2015 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20151164802.

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 07/30/2018 that have been posted, and by documents delivered to this office electronically through 08/03/2018 @ 11:18:21.

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 08/03/2018 @ 11:18:21 in accordance with applicable law. This certificate is assigned Confirmation Number 11043805.

[Signature]
Wayne W. Williams
Secretary of State of the State of Colorado

End of Certificate

Notice: A certificate issued electronically from the Colorado Secretary of State's Web site is fully, immediately, valid, and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be confirmed by entering the Validate a Certificate Search page of the Secretary of State's Web site. http://www.sos.state.co.us/CertificatesServlet.do by entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our Web site, http://www.sos.state.co.us, click “Businesses trademarks, trade names” and select “Frequently Asked Questions.”
Section 3 - Boundaries for Event Site

- fencing
- parking
- A+V alcohol
- Temporary tables from 10 am - 4 pm
- Portable night lighting
- Porta potty
- Trash & Recycle

Main entrance & exit will both be security check points.
August 3, 2018

Town of Carbondale
Board of Trustees
511 Colorado Avenue
Carbondale, CO 81623

Ladies and Gentlemen of the Board:

I am writing on behalf of Aisha Wienhold and the No man’s Land Film Festival. The Town of Carbondale Parks & Recreation Department has given the No Man’s Land Film Festival permission to use 4th Street Park area for the No Man’s Land Film Festival to be held September 14-15, 2018. The hours for set up, the festival and break down will be:

- Friday, September 14th, 2018 8:00 am - 10:00 pm
- Saturday, September 15th, 2018 9:00 am - 10:00 pm
- Sunday, September 16th, 2018 9:00 am – 2:00 pm

Please contact the Town of Carbondale Parks & Recreation Department if you have any questions.

Sincerely,

Eric Brendlinger
Town of Carbondale
Parks & Recreation Department Director
TOWN OF CARBONDALE
PARK (OR) STREET RENTAL USE AGREEMENT
&
SPECIAL EVENT MANAGEMENT PLAN

Completing this Park (or) Street Rental Use Agreement and Special Event Management Plan is required for large special events that will impact the Carbondale community. The purpose is to assist the Event Organizer in planning their special event so that it meets the requirements established by the Town of Carbondale. This Rental Use Agreement & Special Event Management Plan should be submitted 45-60 days prior to the event. After review by town staff, you will be notified if the event is approved, denied, or if additional information and/or a meeting with town staff is needed.

SECTION 1 - EVENT SUMMARY:

1. NAME OF EVENT: No Mans Land Film Festival

2. Primary Event Organizer: Aisha Weinhold
   a. Cell Phone: 970-765-6056
   b. Email: aisha@nomanslandfilmfestival.org
   c. Address: 902 Highway 133, Carbondale, Co 81623

3. Secondary Event Organizer: Kathy Karlo
   a. Cell Phone: Tour Director + Event Coordinator
   b. (908) 884-6235
   c. Email: kathy@nomanslandfilmfestival
   d. Address:

4. EVENT LOCATION: 4th street Plaza Park (other venues include Launch Pad & Crystal Theater)

5. EVENT DATE(s): Friday, Sept 14 & Saturday Sept 15, 2018

6. EVENT TIME(s): 9am – 10:30 am Coffee and Yoga both days 5-10pm liquor and band both days

7. EVENT SET-UP TIME(s): 8:00: am-9:00 am Sept. 14th

8. EVENT BREAK-DOWN TIME(s): 10-10:30 pm on Saturday, Sept 15th
   Procedures must be in place to avoid neighborhood noise disturbance with event break-down. Breakdown within town parks must end at 10:30 pm; and Downtown breakdown at 11:30 pm

SECTION 2 - EVENT SUMMARY INFORMATION:

1. Approximate number of people expected to attend event: 240

2. Approximate Event Personnel Numbers:
   a) Event Staff Leaders/Committee Organizers in charge: 4
   b) Event Volunteers: 20
   c) Event Contractors: na
   d) Event Security Personnel: na
   e) Event Vendors: na
3. Event training for personnel?    (Yes)    (No)    Describe?    

4. Fee charged to participants?    (Yes)    (No)    If yes, how much? $20-35 per film screening

5. Amplified music at event?    (Yes)    (No)    If yes, times music is played (including sound checks)  
Sept 14 7:30-10 pm and Sept 15 7:30-10 pm  
Note: Amplified sound cannot exceed 90 decibels which event organizer is responsible to monitor.  
Amplified music must be approved by Board of Trustees; Music beyond 9 pm requires Trustee approval.

SECTION 3 – EVENT SITE PLAN (OR PARADE/RACE ROUTE) MAP:
Please provide an accurate detailed drawing or map depicting physical layout of event that includes the following.  
Must initial each requirement or write N/A (Not Applicable).

1. Boundaries  
   ○ Delineate the boundary for the entire event venue, including the names of all streets or areas that are part of the venue and surrounding area: see map  
   ○ If the event involves a moving route of any kind, show the particular route, indicate the direction of travel, label street names, and identify any street closures: see map  
   ○ Locate fencing, barriers/barricades, points of ingress/egress, emergency access: see map

2. Site Improvements  
   ○ Location of stage, tents, canopies, booths, bleachers, other temporary structures: see map  
   ○ Location of generators, electricity sources, speakers, soundboards, lighting: see map  
   ○ Location area for trailers, trucks, or other event vehicles: see map  
   ○ Identify start & finish area (if a race): na

3. Security, Medical and Safety  
   ○ Show security check points: na  
   ○ Show placement of traffic control personnel: na  
   ○ Locate first aid station, ambulance access point: see map  
   ○ Locate portable night lighting: na

4. Transportation and Parking  
   ○ Identify all parking areas (on/off site): see map  
   ○ Locate any drop-off/pick-up areas: na

5. Sanitation and Solid Waste  
   ○ Locate/Identify restrooms/portable toilets and hand wash stations: see map  
   ○ Locate trash and recycle containers and dumpsters: see map

6. Alcohol, Food Service, Vending Booth Areas  
   ○ Locate bar/beer garden area, with location of security fencing and entry/exit gates: see map  
   ○ Location of food service vendor booths: see map  
   ○ Location of merchandise vendor booths; information and/or demonstration booths: na

7. Smoking Area  
   ○ Public special events on town parks/streets are non-smoking, unless area is designated: na

SECTION 4 – SECURITY PLAN:  
Please describe your plan to provide a safe and secure environment (required if dispensing alcohol).

1. Have you hired a professional security company to manage event security?    (Yes)    (No)    
If Yes, please provide the following information:
ATTACHMENT I

1. Name of Security Company: __________________________________________
2. Person in charge at event: ___________________________________________
3. His Cell Phone contact at event: _______________________________________
4. His Cell Phone Text email address at event: _____________________________
5. Number of security personnel assigned to event: ________________________
6. Event times they will be in place: ______________________________________
7. Describe duties & functions: __________________________________________

2. Will Town of Carbondale Police Dept. enforcement services be requested? (Yes) (No)
   If Yes, please provide the following information:
   1. List purposes (security; traffic/parking control; event walk-thru):
      _________________________________________________________________
   2. List # of officers & times when needed:
      _________________________________________________________________
   
   Town law enforcement services charged out at Town cost in an agreement with Chief of Police, who has right to place officers as deemed necessary in the best interest of public safety.

SECTION 5 -- MEDICAL & EMERGENCY SERVICES PLAN:
Please describe your medical and emergency services plan.

1. Will emergency medical services be summoned through 911? (Yes) (No)
   If Yes, please provide the following information:
   a. Name & cell phone of on-site staff designated as medical point of contact: Aisha Weinhold 970-765-6056

2. Will a licensed Emergency Medical Service provider or EMT be provided on-site? (Yes) (No)
   If Yes, please provide the following information:
   a. Name & cell phone of service provider or EMT: _______________________
   b. Aid Station location & hours: _______________________________________

SECTION 6 -- TRANSPORTATION & ROAD CLOSURE TRAFFIC MANAGEMENT CONTROL PLAN:
Required of events involving a road closure. Main Street closure requests require 4-6 months notification to obtain approval. Event organizers must submit an aerial drawing or map, showing event location, along with the following information shown on the drawing or map. Must initial each section.

1. Road and/or traffic lane closure request: (Yes) (No)
2. Location of barricades and/or traffic cones: na
3. Proposed traffic flow map around road closure: na
4. Location of informational signage within road closure area: na
5. Location of safety lighting bar (if needed) within road closure area: na
6. Running or Bike Race route description (with start & finish line) if applicable: na
7. Parade route description (with start & finish) if applicable: na

With this information the Public Works Director will determine a “traffic control plan” and will indicate the required road closure barricades and road detour signage needed for the event. If equipment is supplied by the Town, it will be provided at Town cost in covering staff expenses on delivery/pickup and setup/takedown. Deposit on Town equipment may be required. At the Town’s discretion, to save expenses, Event Organizer may be requested to set up/take down and safely secure the road closure barricades and signage before and after their event with instructions from the Town. Cost to the event organizer will be determined after review of your event road closure request. If a street must be posted “No Parking” by the Town, the cost is $5.00 per side of block.
If it's determined by the Public Works Director that the Town is unable to provide a “traffic control plan,” it may be required that the Event Organizer obtain a plan from a certified traffic control specialist. If the Public Works Director determines that the Town lacks the necessary barricades and signage due to scope and size of road closure (with limited inventory available), it may be required that Event Organizer contract all or a portion of their road closure traffic control management need services with a privately owned traffic control company.

SECTION 7 – REFUSE/TRASH PLAN:
Event organizer shall provide for the pickup and removal of all refuse/trash and recyclable materials, both on and off event site, which results from hosting the event. Throughout the duration of the event and immediately upon conclusion, the park and/or street area must be returned to a clean condition (no later than 10:00 am the next day following event). Event organizer may use Town trash receptacles available within the event area, but will need to provide additional containers at their expense, either by hiring a trash contractor who provides appropriate containers, providing their own containers, or provide a refuse removal plan that prevents the accumulation and overflow of refuse from containers provided by the Town.

Failure to perform adequate cleanup, or if damage occurs to public property due to event, and mitigation attempts fail, event organizers will be billed at full Town cost recovery rates for cleanup and repair. In addition, such failure may result in denial of future special event approval.

Event organizer is encouraged to consider a refuse/trash recycling plan for your event. Event organizer is further encouraged to consider creating a “Green” Event. These services can be provided for a fee by local companies. If using a contracted company please provide the following:

- Name of Service Provider: Will bring additional trash and recycle receptacles and empty them
- Contact Person: Mark Weinhold-Head of Green Team at Mt. Fair
- Mailing Address:_________________________________________________________
- Cell Phone: 970-748-4906 Email: mrweinhold@gmail.com

SECTION 8 - PORTABLE RESTROOM PLAN:
Event organizer shall provide portable restroom facilities unless you can show the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event. Please make sure these facilities are shown on your site plan. Portable toilets shall be removed from event site by 11:00 am the next day following event. Event organizer is responsible for keeping both portable toilets and park bathrooms clean, unplugged, and stocked with toilet paper from beginning to end of event. Multiple day events may require portable toilets to be pumped out daily. Please use the formula below to figure out your event’s porta potty needs.

```
Duration of Event and number of Portable Toilets needed

<table>
<thead>
<tr>
<th>Number</th>
<th>1 hr</th>
<th>2 hr</th>
<th>3 hr</th>
<th>4 hr</th>
<th>5 hr</th>
<th>6 hr</th>
<th>7 hr</th>
<th>8 hr</th>
</tr>
</thead>
</table>
```


Do you plan to provide portable restroom facilities at your event?  
(Yes)  (No)  If yes, how many: 2

Number of ADA accessible portable toilets: 1

Is portable handwashing station being provided?  
(Yes)  (No)

If no, is there a sanitizer dispenser within toilet?  
(Yes)  (No)

Please provide the following information regarding event portable restroom provider:

- Name of Service Provider: Mountain Waste
- Contact Person: Doug Goldsmith
- Mailing Address: P.O. Box 999, Carbondale, Co 81623
- Cell Phone: 970-749-2802 Email: doug.goldsmith@mountainwaste.com

SECTION 9 – ALCOHOL MITIGATION PLAN & PERMIT REQUIRED:

Responsible sale and/or distribution of alcohol is critical to a safe and successful event. A Town of Carbondale Liquor License Special Event permit application ($50.00 payable to: Town of Carbondale) must be obtained from the Town Clerk, and submitted and approved by the Board of Trustees to sell alcohol (beer & wine) at your event. Only an incorporated non-profit organization is eligible for obtaining a special event liquor permit. The special event permit you receive will prohibit the consumption of alcohol outside of a controlled area or beer garden. Liquor liability coverage with a $1,000,000 limit must be included on your certificate of insurance (also naming the Town as additionally insured). You must submit your special event liquor license application to the Town Clerk at least 30 days prior to your event. Applications submitted to the Town will require a hearing before the Town Trustees. Event Organizer must post a notice at event site 10-days prior to hearing before Town Trustees. Town Clerk will schedule hearing and provide notice board to be posted by event organizers.

If your event is going to involve the sale and/or distribution of alcoholic beverages, please provide following information:

- Hours of operation of event (include dates & times): 5 to 10 pm Friday and Saturday September 14 & 15

- Alcohol service times: 5 to 9:45 pm (required ending is 15 minutes prior to event shutdown, although 30 minutes prior is recommended)

- A designated fenced-in or secured area for the dispensation and consumption of alcoholic beverages is required. Show this area on your site plan and describe measures taken to secure the area:  see map
 Must provide non-transferable ID bands/bracelets for persons 21 and over (Describe your process for identifying legal vs underage patrons): Door person at all entrances and exit points. Id Check for all under 50 years of age. Bracelets used and attached to those with id and drinking.

 Describe how TIPS trained servers will monitor alcohol consumption and intoxication: As they have been trained.
 (Note: Servers should not consume alcohol while working a shift, and should not return to shift if they consumed alcohol)

 Describe how Security staff and/or event server volunteers will provide friendly intervention to individuals who appear intoxicated: escort to exit and or find them a ride home.

 Consider (but not required) designating a “family friendly” seating area. If included, describe the location and include on site plan: na

 Will event provide alternative beverages to alcohol? If so, what? Yes soda,, Kobaucha, water.

 Will food be available at all times? If so, what? No but we will have volunteers to recommend local eateries

 Is there a designated smoking area? If so, describe the location and show it on your site plan: No smoking allowed in the park

 How will you handle and mitigate an obviously intoxicated person who is drunk and may be driving home? Offer a ride service or alert the local police department.

SECTION 10 – FOOD PLAN & PERMIT:
These guidelines should assist you in developing plans for food handling, preparation, and distribution in the most responsible and legal manner. Garfield County Public Health Department paperwork process for Temporary and Special Food Service Events must be followed if you will be having any event in Garfield County where food will be sold to the public. (This includes, fairs, festivals, carnivals, farmers markets.) All vendors must obtain a retail food establishment license to serve open foods (including ice), and potentially hazardous foods that need to be temperature controlled. The event organizer is required to fill out a Garfield County Public Health Event Coordinator Plan Review (appendix A) and each vendor at your event must fill out and apply for an annual Garfield County Public Health Temporary Vendor Application (Appendix B) and a Garfield County Public Health Commissary Agreement ( Appendix C) Temporary Vendor Permit Flow Chart (Appendix D). All food vendors at your event must have their original Colorado Retail Food Establishment license on premise at all times.

 Please list food vendors at your event, name of vendor and product (s) served: Na

 Vendors Exempt from Licensing (Exempt foods include popcorn or kettle corn, raw agricultural commodities such as honeycomb and uncut produce, commercially pre-packaged products that do not require refrigeration and cottage foods such as pickled fruits and vegetables , spices, teas, dehydrated produce, nuts, seeds, honey, jams ,jellies, preserves, fruit butter, flour and baked goods, including candies, fruit empanadas, tortillas and other similar products that do not require refrigeration for safety. Please list food vendors exempt from licensing at your event, name of vendor and product (s) served: na
SECTION 11 – SALES TAX LICENSE SUBMITTAL PLAN:
If goods and/or services (including the sale of alcohol and food) are to be sold at event, each vendor must obtain a Town of Carbondale Sales Tax License, which they must purchase and pay for at Carbondale Town Hall, 511 Colorado Avenue. Cost is $15.00 for a temporary one-day license; $25.00 for an annual license; and FREE for a governmental agency or charitable organization. Note: A governmental agency or charitable organization must still obtain a Sales Tax License, and if making taxable sales, they shall collect sales tax and consumers shall pay sales tax on such sales.

Event organizer is responsible for submitting a list of Vendors working event to the Town of Carbondale Recreation Dept. no later than one week prior to your event. Vendors who did not obtain a Sales Tax License, and who attempt to work the event, shall be shut down by Event Organizers and/or Town staff. Event Organizers are responsible to visually verify and make sure that each vendor has their license and that it is posted within booth.

SECTION 12 – LIABILITY INSURANCE:
Liability insurance coverage must be provided for special event. If your event includes alcohol, liquor liability coverage must also be included. At least one week prior to the event, a certificate of insurance must be submitted to the Town Clerk. The certificate shall name the Town of Carbondale as an additional insured (for example: “Town of Carbondale, its officers, employees, & agents”). This commercial general liability insurance certificate requires the following minimum amount of coverage. Please initial each section.

- $1,000,000 each occurrence; $2,000,000 aggregate: _______ AW _______
- Host and general liquor liability insurance required in the same amounts listed above: _______ AW _______

SECTION 13 – EVENT DEBRIEFING:
An event debriefing may be held following your event at Town of Carbondale staff discretion. You are encouraged to attend this debriefing to help offer insight into the success of your event. The purpose of the debriefing will be to identify areas of success, and also areas in need of improvement, should you decide to hold your event annually.

SECTION 14 – FEES AND DEPOSITS

PARK (OR) STREET RENTAL USER FEE:

- $100.00 User Fee per each day of use between 100 – 300 participants Owes $200  Paid Date _______
- $200.00 User Fee per each day of use with over 300 participants  Paid Date _______

PARK (OR) STREET CLEANUP/DAMAGE DEPOSIT FEE:

- $200.00 Cleanup/Damage Deposit Fee for event with 100 – 300 participants $200 Paid Date _______
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One check designated for Rental User Fee of the Park/Street, and the other check designated for Park/Street Cleanup/Damage Deposit Fee. These fees must be submitted with your application and will be returned if denied. Please note that if the Town deems necessary, a portion of the cleanup/damage deposit fee may be utilized by the Town for the purpose of payment of unforeseen costs necessary to insure and protect public safety during the event, and to ensure the terms and conditions of this Rental Agreement are fulfilled. The deposit shall not limit Event Organizer from liability for such expenses in excess of the Cleanup/Damage Deposit Fee submitted. A refund check for deposit amount (minus any deductions if required) will be issued after the event.

Initial here: **AW**

**SECTION 15 - LICENSES, PERMITS, AND FEES**

Event Organizer shall adhere to all local and state requirements regarding business licenses, taxes, vending, and special event permits and policies.

Initial here: **AW**

**SECTION 16 - INDEMNIFICATION:**

Event Organizer agrees to indemnify the Town, its officers, agents and employees, and to hold them harmless as to any claim, liability or damages, including attorney fees and court costs, arising out of, or directly or indirectly resulting from the conduct of the event.

Certificates of insurance shall be provided to the Town Clerk at least one week prior to event.

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**SECTION 17 - CANCELLATION OF EVENT:**

Event may be cancelled by the Carbondale Town Manager, or his designee, if a recommendation is made by the Parks & Recreation Director, Public Works Director, or Chief of Police that the terms of this Agreement and Event Management Plan are not substantially fulfilled in a timely manner, or in the event of an unforeseen catastrophic event or act of God. In the event of such cancellation, the Town shall remit to Event Organizer all rental fees and damage deposits minus any expenditures incurred by the Town. Neither party shall be liable to the other for any lost profits, lost revenues or consequential damages in the event of such cancellation.

Initial here: **AW**

**SECTION 18 - RELEASE OF LIABILITY:**

The Town assumes no responsibility whatsoever, for any non-municipal property used within the premises of Event, and the Town is hereby expressly released and discharged from any and all liabilities for any loss, injury or damages to any person or property of Event Organizer, its employees, agents and concessionaires, or any performer or spectator that may be sustained by reason of the occupancy within the premises of event under this Agreement.

Initial here: **AW**
SECTION 19 – AUTHORITY TO CONTRACT:
The Town of Carbondale and Event Organizer represent that each has the power to enter into this Agreement, and grant or receive as the case may be, the license herein granted; each represents that it does not require the consent of any other person or entity (governmental or otherwise), and that this Agreement constitutes a valid and binding obligation of the Town of Carbondale and Event Organizer which is enforceable against the respective parties in accordance with the terms hereof.

Initial here: AW

SECTION 20 – ATTORNEY’S FEES:
In the event that suit is brought (or arbitration instituted) or any attorney is employed or retained by any party to this Agreement to enforce the terms of this Agreement, to collect any money due there under, or to collect any money damages for breach thereof, the prevailing party shall be entitled to recover, in addition to any other remedy, reimbursement for reasonable attorney’s fees and costs incurred in connection therewith, including the reasonable value of salaried attorney’s time.

Initial here: AW

Event Organizer Name (Please print): Aisha Weinhold

Signature: ___________________________ Date: August 8, 2018
Section 3 - Boundaries for Event Site

Main Entrance & exit will both be security check points.

- Fencing
- Parking
- A/V alcohol
- Temporary tables from 10am - 4pm
- Portable lighting
- Portable potty
- Trash/Recycle
Memorandum

Subject: Waiver on Municipal Code Section 7-6-10

Project: Vegetation Management using Goats along the Rio Grande Trail

Date: July 20, 2018

To: Town of Carbondale, E-Board and Town Trustees

From: RFTA: Brett Meredith, RFTA Trails and Corridor Manager

This memo is to inform the Town of Carbondale Staff on a current project that RFTA is undertaking and to ask for a variance/waiver on Section 7-6-10 of the Municipal Code. This is the third year of the project.

- Sec. 7-6-10. - Stabled or pastured animals; number limitation.

No horses, cattle, cows, swine, sheep, goats or asses shall be housed, stabled, corralled, pastured or otherwise kept within the Town limits.

(Ord. No. 1, 1948 §1; prior code 8.04.010; Ord. No. 8, 2015 §1, 8-11-2015)

In the attempt to eliminate harmful herbicides, RFTA has hired Goat Green, LLC and their herd of goats to browse the Rio Grande Trail corridor to help eliminate noxious weeds and to rebuild the ecosystem and soil health. Goat Green is a professional outfit that has been perfecting this technique over the last 20 years. Goat Green will utilize expert staff members, Border collies, a guard dog, and electric fencing to manage and move the goats. I can provide documents stating the benefits of using goats vs. chemicals/herbicides, but I think the Town of Carbondale already understands the subject matter and the associated harm with chemicals. Please let me know if you need back-up documentation. The primary goals of this project are to build living soil and ecosystem health, education/oureach, and the elimination of noxious weeds. Once the soil is healthy, native species will have the
ability to thrive and keep the noxious weeds at bay. RFTA will be broadcasting native seed ahead of the goats.

RFTA would like to ask permission to graze the goats through town and possibly coral them at the Gus Darien Rodeo Grounds, which is just outside of Town limits. We anticipate the operation to reach Carbondale in middle to late August. Goat Green staff would need to camp on the Rodeo Grounds, as well. We understand that there will be some challenges with having the goats graze through town, such as dogs, cyclists, and the potential for predation. However, the goats will only be passing through Carbondale on the Rio Grande Trail corridor and we don’t anticipate the goats staying in town limits. Furthermore, RFTA and Goat Green will be sending out a press release reminding trail users that they must adhere to the Rio Grande Trail Rules and Regulations and keep their dogs on leashes, especially where the goats are working.

RFTA will be posting to social media and our website with informational updates as the project moves forward, such as where they will be on what day.

For more information, visit Goat Green’s website: http://www.goatseatweeds.com/. See below for the FAQ’s from their website. I can also provide you with some documents that compare the costs of goats vs. chemicals and all of the benefits associated with using goats. However, it is difficult to get hard costs on all of the benefits of using goats vs. chemicals. If you are interested in learning more about the daily operations or an on-site visit, please contact Brett.

Should you have any questions about this memo, please feel free to contact me.

Brett Meredith
RFTA Trails and Corridor Manager
970.384.4975
Frequently Asked Questions (from www.goatseatweeds.com)

Goats are an alternative method of noxious weed control that is environmentally friendly and rancher friendly. Here are some commonly asked questions:

**Why use goats to manage weeds?** Goats are browsers—cattle and sheep are grazers. Goats prefer to eat plants that are at eye level and above, grazers prefer the natural grasses down low. By allowing the goats to browse the brush and undergrowth of invasive species, weeds, dead brush and leaves, the natural grasses can recover.

**Goats will eat just about anything, but what's their favorite food?** Weeds, like the knap weeds and yellow star thistle. Goats eat all poisonous plants, which does not seem to bother them. They also have great diet specificity by age and gender. The older males preference for what they eat first differs from the baby goats, the nannies, and yearlings. If available, the older males prefer Russian thistle and Russian olive and elm trees, while the babies' first choice is field vine weeds. Goats are hired to eat the following weeds:

- Canada thistle
- Cheat grass
- Common tansy
- Common mullein
- Dalmatian toad flax
- Dandelions
- Downy brome
- Indian tobacco
- Knapweed
- Kudzu
- Larkspur
- Leafy spurge
- Loco weed
- Musk thistle
- Oxide daisy
- Plumeless thistle
- Poison hemlock
- Purple loosestrife
- Scotch thistle
- Spotted Knapweed
- Sweet clover
- Yellow star thistle
- Yucca

**Do goats eat grass?** They do not like grasses; it is their last choice and they won't eat it if there are weeds around. Goats control brush and weeds without disturbing the existing grass and soil, which make pastures in which cows graze more beneficial. The goats can be rotated in to eliminate most of the undesirable vegetation, and then the cows can come in to graze the grass without having to pick through as many weeds.

**Once the goats eat the weeds, can they go to seed?** No, and here's why. The first thing goats do when they walk through the pasture is snap off all the flower heads. Then they pick the leaves off one at a time, very quickly, leaving a bare stock. Once the goats graze the weed, it cannot go to seed because it has no flower so it cannot photosynthesize to build a root system because it doesn't have any leaves.

It is well-documented in research that if you cut the stems off of most weeds with a sharp blade the plant will quickly respond
by making just as many seeds if not more, actually making the plant denser. But because of the way a goat eats, the plant is stopped. It cannot make any seeds or photosynthesize.

**What's the problem with pesticides?** A lot of things happen when you spray pesticides. For one, the weeds can mutate and become deformed. I have seen this happen to common mullein. On my master's research plots in Wyoming there are dead trees as a result of Tordon being sprayed ten years ago. The spraying also made a pure mono culture of Russian snapweed across the valley. The plot was then sprayed with a chemical to kill the Russian knapweed and reseeded with grasses. Every time a chemical was used to kill the Russian knapweed, white top, another noxious weed, began to grow there. For some noxious weeds, chemical sprays are ineffective.

One example is oxide daisy, which has no leaf surface for the chemical to be absorbed. But, goats love it.

**Do goats eat Christmas trees?** Yes, they love them. A great way for communities to recycle Christmas trees is to have people pay a nominal fee to have goats recycle them. Any money generated could then be used for weed control in that community the following summer. The goats love Christmas trees, they clean it up, strip all the bark off. The remaining tree trunk could be sold to a youth group, to be cut, packaged and sold as firewood. So the recycling keeps going on and on through all levels Insects, birds, people and different groups of people.

**How do you manage so many goats?** When you are managing a 1,000 head of goats, you have to be able to handle them. We manage the goats by herding them within electric fences. Once the goats accept the fence as its boundary, it is magical stuff. Guard dogs are also key to a successful operation. Our dogs protect the goats from predators, such as coyotes and feral dogs.
Memorandum
To: Mayor Richardson and Fellow Trustees
From: Erica Sparhawk, Trustee
Date: Thursday August 9, 2018
Re: CC4CA Summary

As the Carbondale representative on the CC4CA Policy Committee and Steering Committee, I’ve been part of the calls and discussions to edit/finalize the policy agenda which will guide the work of the CC4CA staff for the coming legislative session.

In addition to work in the legislative session, CC4CA also works with the regulatory agencies that can also impact our policy agenda. Right now, the Air Quality Control Commission has taken up the rulemaking for Colorado to establish statewide Low Emitting Vehicle Standards and Zero Emission Vehicle Standards in the face of federal rollbacks. CC4CA is considering submitting a party status application, which would provide CC4CA with the ability to provide a pre-hearing statement and to cross-examine other parties and submit alternate rules or modifications to proposed rules.

Attached you’ll find the full Policy Agenda and some additional information about fuel standards and the process right now with the AQCC.

Action Steps:
1) Vote to approve the Policy Agenda.
2) Provide support for CC4CA to submit the party status application and approval for Town of Carbondale to provide statements and testimony in support of LEV and ZEV standards in the AQCC rulemaking process.
CC4CA Policy Agenda 2018-2019
As Adopted by the Steering Committee June 28, 2018
For Final Sign-Off By Member Jurisdictions

Colorado Communities for Climate Action is a coalition of local governments advocating for policies that protect Colorado's climate for current and future generations. CC4CA’s policy priorities for 2018-2019 reflect unanimous agreement among the coalition members on steps that should be taken at the state and federal level, often in partnership with local governments, to enable Colorado and its communities to lead in protecting the climate. These steps would complement the strong local climate actions CC4CA members already have underway.

**General Policy Principles**

These general principles guide the specific policies for which Colorado Communities for Climate Action advocates:

CC4CA supports collaboration between state and federal government agencies and Colorado's local governments to advance local climate protection.

CC4CA supports state and federal programs to reduce carbon pollution, including adequate and ongoing funding of those programs.

CC4CA supports analyses, financial incentives, and enabling policies for the development and deployment of clean energy technologies.

CC4CA supports locally driven, locally designed programs to support communities impacted by the clean energy transformation.

**Policy Positions**

Colorado Communities for Climate Action supports the following policy positions:

*Local Climate Programs*

1. **Supports state-level actions to remove barriers and promote opportunities that allow counties and municipalities to maximize the deployment of local clean energy options.**

The deployment of local energy generation and technology will continue to be a critical component of Colorado communities’ climate efforts. In many cases, regulatory or legislative limitations exist that will need to be removed for communities to fully explore new local program options and technologies that can effectively reduce fossil fuel use, increase energy resilience, and support community
values related to climate protection. For example, the integration of local renewable energy, storage technologies, and microgrids all support a local jurisdiction's ability to address the supply side of energy-related emissions.

2. Supports requiring local governments with adopted building codes to include the most current or appropriate International Energy Conservation Code, or provisions substantially similar to it, in their building codes and to develop a process for updating the energy code on a regular basis.

More than 40 percent of the energy consumed in the United States is tied to the use of buildings. Building codes, consequently, are among the most powerful tools available for reducing carbon pollution (and, not incidentally, saving money in both residential and commercial buildings). For instance, the Southwest Energy Efficiency Project estimates the incremental cost for constructing a new home to meet the 2015 IECC versus the 2006 IECC is about $2,400; with annual energy savings of $390, this efficiency upgrade results in a six-year simple payback.

While some jurisdictions across Colorado are keeping up with changes to the International Energy Conservation Code, many communities have not done so. CC4CA supports the adoption of the most current IECC or amendments to older codes that have comparable energy efficiency and consumption impacts.

3. Supports state government actions to enable local governments to obtain the energy use and other data they need to effectively address climate change.

Local governments need convenient and consistent access to data that is essential for developing and administering local programs that address clean and efficient energy and reductions in heat-trapping emissions. For example, access to uniform data from electric and gas utilities is critical for implementing building energy use disclosure and benchmarking programs designed to make sure building owners, tenants, and others can be fully informed about energy performance. Local governments also struggle to get consistent data regarding waste collection and disposal, oil and gas operations, and other sources of heat-trapping emissions. CC4CA supports state government actions and policies that lead to uniform systems for collection and distribution of data from investor-owned and public utilities that is easily accessible to local governments, while still protective of data privacy for residents and businesses.
State Climate-Specific Programs

4. Supports statutory codification of aggressive and enforceable goals to reduce net statewide heat-trapping emissions, including the goal of reducing emissions by more than 26 percent by 2025, compared to 2005 levels, as established by Governor John Hickenlooper through executive order, and including a further goal of reducing emissions by at least 80 percent by 2050, compared to 2005 levels.

In July 2017, Governor Hickenlooper issued Executive Order D 2017-015. Among other provisions, it set an official state goal of reducing statewide carbon pollution by more than 26 percent by 2025, compared to 2005 levels. CC4CA applauded the governor for his action, which provides an essential framework for shaping climate protection actions in Colorado. Meeting this goal would mean that Colorado achieved its share of the national commitment the United States made under the Paris Agreement.

CC4CA also supports an additional goal of reducing emissions by at least 80 percent by 2050, building on the goal established in 2008 by then-governor Bill Ritter, Jr. in Executive Order D 004 08. Meeting this goal would mean that Colorado achieved its share of the global emission reductions scientists say must be achieved or exceeded to protect the climate from dangerous human interference.

CC4CA supports the codification of the state’s emission reduction goals in statute, as other states have done, so that they remain the cornerstone of state climate protection actions over time, including following transitions from one governor to another.

5. Supports legislative, regulatory, and administrative actions by the Colorado state government to achieve the state's emission reduction goals and to implement the Colorado Climate Plan, and requests an opportunity for meaningful, sustained engagement by CC4CA in developing those specific steps.

In order to meet the emission reduction goals established by Governor Hickenlooper and to implement the governor’s 2015 Colorado Climate Plan, the state will need to take additional action. The Colorado Climate Plan is a high-level overview document of state actions for adapting to future climate change impacts and reducing carbon pollution. CC4CA believes it essential that the state government provide an opportunity for meaningful, sustained collaboration with local governments in developing specific climate actions tied to this climate plan, and proposes that representatives of CC4CA be included in that process. Following the July 2017 release of Governor Hickenlooper’s executive order, CC4CA initiated a letter to the governor through which 75 local elected officials expressed support for the executive order and its goals and stated their readiness and willingness to help
his administration shape and implement concrete, measurable actions that will be needed to meet these goals.

6. **Supports the development of a new forecast of future heat-trapping emissions reflecting Colorado laws and Colorado-specific information by the Colorado Department of Public Health and Environment, with input from local government and other stakeholders.**

The “Colorado Greenhouse Gas Inventory: 2014 Update Including Projections to 2020 & 2030,” prepared by the Colorado Department of Public Health and Environment, includes a forecast of statewide emissions that utilizes federal Environmental Protection Agency nationwide assumptions about future emissions policies. As a result, the inventory does not reflect currently adopted Colorado laws and policies, such as our Renewable Energy Standard. Without this information, it is impossible to ascertain what progress Colorado is making (or not) in its effort to reduce carbon pollution. CC4CA in July 2017 sent a letter to CDPHE recommending the development of a new Colorado inventory of greenhouse gas emissions that incorporates existing Colorado law and policy in order to more accurately track the state’s progress in achieving its emissions reduction goals, and will continue working for that action.

7. **Supports a comprehensive market-based policy to reduce Colorado’s heat-trapping emissions.**

Climate change is considered a market failure by economists because it imposes huge costs on society—so-called external costs—that are not normally reflected in the prices of the goods and services causing the cost. To overcome this market failure, CC4CA supports an effort to internalize the costs by putting a price on heat-trapping emissions and allowing that price to help drive emission reductions. Such a market-based approach could be undertaken at national, regional, or state levels, and could take different forms. One approach would be a tax on greenhouse gas emissions. Another would be a cap-and-trade program that allows trading of limited emission rights that are sold and then could be traded to achieve economically efficient emission reductions. Examples include the Regional Greenhouse Gas Initiative covering ten northeastern U.S. states and California’s statewide cap-and-trade program.

*Electricity Generation*

8. **Supports concrete state government actions to reduce emissions from the electricity sector in Colorado by at least 25 percent by 2025 and at least 35 percent by 2030, compared to 2012 levels, consistent with the goals established by Governor John Hickenlooper through executive order.**

Executive Order D 2017-015 established new state goals for reducing emissions from the electricity sector that are consistent with what Colorado was considering
to comply with the U.S. Environmental Protection Agency's Clean Power Plan under the Obama administration. CC4CA believes that greater emission reductions are possible than called for in the executive order and that further reductions are needed into mid-century, especially given the more ambitious targets that Xcel Energy has identified as achievable in its Colorado Energy Plan currently under consideration by the Public Utilities Commission. CC4CA supports concrete actions by the Colorado Public Utilities Commission and the Colorado Department of Public Health and Environment to ensure that we achieve and exceed these goals.

9. **Supports the accelerated retirement of existing fossil fuel based generation facilities and their replacement with cost-effective and reliable clean energy supplies, through means that protect both utilities and consumers.**

CC4CA supports actions in Colorado to enable the early retirement of fossil fuel-based power plants and their replacement with clean energy sources, while protecting the economic interests of both the utilities owning the power plants and electricity customers.

CC4CA has previously supported legislation to allow refinancing of older, less efficient power plants, by way of ratepayer-backed bonding, that could make it possible to retire those plants in favor of newer, cleaner sources while protecting the economic interests of both utilities and consumers. In August 2017, Xcel Energy and more than a dozen other entities (including the City of Boulder, a CC4CA member) announced an agreement to seek approval from the Public Utilities Commission of a proposal to retire two old, coal-fired generators at the Comanche power plant in Pueblo, to be replaced with newer energy sources with lower (or no) heat-trapping emissions. The coalition said the proposal is predicated on the cost of the new energy sources meeting or beating the current cost of power from the power plants to be retired.

Across the nation, the generation of electricity is rapidly shifting from coal-fired power plants to less polluting plants, driven primarily by economic forces but sometimes also by governmental policies and actions, from climate action plans to new authority for refinancing existing plants. The shift to cleaner electricity generation is driving down greenhouse gas emissions from that sector and holding down overall national emissions.

10. **Supports expanded ability of electric cooperatives to independently purchase local renewable electricity.**

Tri-State Generation and Transmission Association has tried to prevent its customer electric cooperatives from purchasing electricity generated from local renewable sources by other suppliers, both directly through attempts to impose contractual limitations and indirectly through attempts to impose fees. In decisions involving Tri-State and Delta Montrose Electric Association, the Federal Energy Regulatory Commission has found these attempts to be in violation of the Public Utilities
Regulatory Policy Act, which actually requires a coop to purchase such electricity, and has blocked Tri-State from preventing those purchases. CC4CA supports the ability of electric cooperatives to purchase non-polluting electricity free from these or any similar limitations.


Colorado's current Renewable Energy Standard requires electricity providers to obtain these minimum percentages of their power from renewable energy sources:
- Investor-owned utilities: 30 percent by 2020, of which 3 percent must come from distributed energy resources.
- Large rural electric cooperatives: 20 percent by 2020.
- Municipal utilities and small rural electric cooperatives: 10 percent by 2020.

This standard has been one of the most effective state policies in facilitating the transition from carbon-intensive fossil fuel electricity sources to renewable sources, and CC4CA supports giving consideration to incrementally increasing the standard for all three types of utilities.

12. Supports state legislation to require the Public Utilities Commission to consider all environmental and health costs of the fuels used by investor-owned utilities to generate electricity.

Electric utilities should be required to include the costs of carbon pollution when developing their long-term integrated resource plans, as would have been required under a bill considered in the 2016 session of the Colorado General Assembly. The "social cost of carbon" is the economic cost of the impacts of carbon pollution, which can be used to compare the overall costs and benefits of alternative energy sources. Legislation requiring utilities to generate at least one scenario identifying the impacts of carbon pollution would enable utilities, regulators, ratepayers, and others to better understand the true costs of different choices for electricity generation.

13. Supports grid modernization policies and funding that support distributed generation, energy storage, high levels of renewable energy generation (distributed and utility-scale), and appropriate technologies.

A wide array of grid modernization policies and actions are available to utilities that can reduce energy consumption, better align availability of electricity to demand, expand renewable energy generation, and collectively reduce carbon pollution from the power generation sector (while also improving reliability and reducing cost). CC4CA supports policies and funding that result in these types of grid modernization efforts in Colorado.
Net metering is one example of a policy structure that can result in reduced greenhouse gas emissions, greater reliability for individual energy users and across the grid, improved grid resilience, and reduced cost for both utilities and electricity consumers. Colorado’s current net metering policies allow electric customers who invest in distributed energy technologies to net their solar energy production against their consumption. Available in at least 40 states, this simple billing arrangement is one of the most important policies for encouraging rooftop solar and other on-site clean energy options. Net metering also helps foster the voluntary reduction of heat-trapping emissions, contributes to the reliability of the electricity supply and distribution systems, supports the residential and small-commercial renewable energy industry, and helps to more quickly replace coal-fired power plants with cleaner sources of energy. In recent years utilities have sought approval from regulatory bodies in many states to either abandon or reduce net metering rates.

CC4CA supports grid modernization policies like these and opposes efforts to weaken or eliminate them where they already exist.

*Energy Efficiency*

14. **Supports legislative, regulatory, and administrative actions for electric utilities to achieve energy efficiency savings of 2 percent per year beyond 2020, building on the 2020 goal established by Governor Hickenlooper through executive order. Municipal and cooperative utilities should also adopt and achieve similar efficiency targets.**

In the 2017 session of the Colorado General Assembly, CC4CA supported HB 17-1227, which was enacted to extend an existing law requiring regulated utilities to achieve electricity savings of five percent of retail sales from 2018–2028. Colorado utilities have already demonstrated that they can readily exceed this modest goal. The Southwest Energy Efficiency Project reports that from 2008–16 Xcel Energy and Black Hills Energy achieved ten percent savings, well over one percent per year, with an overall benefit-to-cost ratio of more than two-to-one. Colorado households and businesses saved nearly $1.4 billion net over that time period. Governor Hickenlooper’s Executive Order D 2017-015 set a new goal to achieve two percent per year energy efficiency by 2020, which is readily achievable and should be extended beyond that date.

15. **Supports ongoing and sustainable funding for the Weatherization Assistance Program.**

Low-income and vulnerable households spend a disproportionately large percentage of their income on energy utility bills. The federal Weatherization Assistance Program was created in 1976 to address this problem. Administered here by the Colorado Energy Office, WAP provides funding to locally administered home weatherization programs to provide free weatherization services to
Colorado's low-income residents in order to improve the energy efficiency of their homes. Colorado supplements its annual federal WAP allocation with state severance tax dollars, both of which can be volatile sources of revenue. A stable revenue stream for Colorado's eight WAP programs would support the dual goals of assisting families in reducing their energy bills while promoting safe, comfortable, and energy-efficient housing.

16. Supports state enabling legislation to provide counties and statutory cities and towns with the same authority held by home rule cities to implement local energy conservation policies and programs.

Unlike their home rule municipal peers, Colorado counties and statutory cities and towns in many cases lack authority to adopt and implement energy conservation policies and programs. For example, only Colorado home rule cities have statutory authorization to enact energy conservation ordinances despite how effective they are for improving the energy efficiency and performance of existing residential and commercial buildings. Enabling legislation is needed to provide Colorado's counties and statutory cities and towns with the authority necessary to enact policies and programs that can support and promote energy conservation within their jurisdictions.

Transportation

17. Supports Colorado's adoption of motor vehicle emission standards, including requirements for low-emission and zero-emission vehicles, and collaborative efforts for effective implementation, that are equal to or exceed those already adopted by California.

The federal Clean Air Act provides authority for California to adopt its own stringent emissions standards for new motor vehicles and for other states to adopt the California standards. Twelve states plus Washington, D.C. have adopted California's basic emission standards. These states represent about 35 percent of the nation's population and the same share of new motor vehicle sales. Nine of these states have also adopted the additional California standards requiring manufacturers to achieve specified sales of zero tailpipe-emission vehicles (i.e., battery-only electric vehicles).

California's vehicle standards have enjoyed unusual bipartisan support, including among Colorado's congressional delegation, both as an example of cooperative federalism among federal and state governments and as important for protecting the climate. A June 2017 letter to the Administrator of the U.S. Environmental Protection Agency supporting continuation of the EPA waivers under the Clean Air Act for the California standards was signed by Rep. Mike Coffman, Republican of Colorado, and Rep. Jared Polis, Democrat of Colorado, along with other Members of Congress from both parties.
In recent years, the basic California standards have been synchronized with federal
emission and fuel efficiency standards. However, the Trump administration is now
planning to weaken the federal standards, which would dramatically undermine
Colorado’s efforts to meet our statewide carbon pollution goals. Reducing emissions
from the transportation sector, which has become the sector responsible for the
largest share of greenhouse gases, has to be a centerpiece of climate action in the
state.

At the urging of a wide range of interests across the state, including CC4CA,
Governor Hickenlooper’s June 2018 executive order (E 2018 006) directs the
Colorado Department of Public Health and Environment to develop an advanced
clean car standards rule and formally propose adoption of this rule by the Colorado
Air Quality Control Commission. CC4CA supports Colorado adopting the California
vehicle standards, including the so-called ZEV (zero-emissions vehicle) standards,
and CC4CA supports the kinds of flexible approaches to implementing the ZEV
standard here in Colorado that we have seen adopted in other ZEV states.

18. Supports implementation of the Colorado Electric Vehicle Plan, including
new state government actions to accelerate the purchase and use of zero
emission vehicles.

Nationally, transportation has become the sector responsible for the most carbon
pollution. Colorado’s recent population growth has led to a commensurate increase
in vehicle miles traveled, which has overtaken the emissions reductions made
possible through the increasing fuel efficiency of the statewide vehicle fleet.
Electrification of light- and heavy-duty vehicles, as well as other emerging zero-
emissions technologies, holds perhaps the greatest promise for emissions
reductions in this sector. CC4CA supports legislative, regulatory, and administrative
action to increase the adoption of electric vehicles by investing in electric vehicle
charging stations, educating customers about EVs, and providing customer
incentives. CC4CA also supports the current plan to commit a portion of Colorado’s
share of the Volkswagen emissions control violations settlement to the construction
of electric vehicle charging infrastructure across Colorado, and adoption of the
California motor vehicle emission standards (see #17 above), including their
provisions on sales of zero-emission vehicles.

Fossil Fuel Extraction Activities

19. Supports legislative, administrative, and regulatory actions to expand the
monitoring of and reduce the full life cycle emissions from fossil fuel
extractive industry activities.

The mining and extraction of fossil fuels can result in significant levels of carbon
pollution. One primary culprit is methane. Methane has a shorter-lived but much
more potent heat-trapping effect than carbon dioxide; thus, reducing methane
emissions is a highly effective way to buy time to implement more comprehensive
actions to reduce industry-wide carbon dioxide emissions. As one example, in 2014 Colorado adopted rules to limit methane emissions from oil and gas operations by requiring oil and gas companies to find and fix methane leaks in its extraction and delivery infrastructure. The rules also require industry to capture methane and volatile organic compounds, both of which contribute to ground-level ozone pollution.

CC4CA supports legislative, administrative, and regulatory actions like these to reduce greenhouse gas emissions throughout the entire extraction and transportation processes involving raw fossil fuels. CC4CA also supports expanded monitoring of the full life cycle emissions from these activities.

**Solid Waste Reduction**

20. Supports adoption and implementation of a plan by the Colorado Department of Public Health and Environment to achieve the statewide waste diversion goals established by the Solid and Hazardous Waste Commission.

Recycling and composting reduce emissions of both methane and carbon dioxide. Colorado has a low solid waste diversion rate of 19 percent, compared with the national average of 34 percent. In August 2017, the Colorado Solid and Hazardous Waste Commission adopted new statewide and regional municipal solid waste diversion goals, including separate goals for 11 Front Range counties and for the remainder of the state for the years 2021, 2026, and 2036. Statewide, the goal is to increase the diversion rate to 45 percent by 2036. CC4CA supports CDPHE’s efforts to increase solid waste diversion rates.

**General**

21. Supports the protections and authorities currently provided under environmental laws like the Clean Air Act and the Clean Water Act.

Protecting Colorado’s air, water, and land is vital to its environment, economy, and people. The protections and authorities afforded by landmark federal laws such as the Clean Air Act and Clean Water Act are foundational to the fight against climate change. For example, the 2007 ruling by the U.S. Supreme Court that heat trapping emissions are air pollutants and thus subject to regulation under the Clean Air Act, and the subsequent 2009 U.S. Environmental Protection Agency endangerment finding that indeed, heat trapping emissions present a danger to public health, obligate our federal government to utilize the protections provided by the Clean Air Act to take action to limit emissions. Local governments rely on these protections and can be critical allies in this effort, as scores of communities across Colorado already are implementing a broad array of initiatives to advance climate protection at the local level, and often doing so in collaboration with the state and federal governments. But we know more must be done. CC4CA communities support the protections and authorities provided under the body of existing environmental law,
including the Clean Air Act and Clean Water Act, and will strongly oppose legislative, regulatory, and other efforts to roll back or diminish them.
Advanced Clean Cars Fact Sheet
(July 24, 2018)

Background
The transportation sector has recently surpassed the energy sector as the number one emitter of carbon pollution in the United States. To minimize this pollution, which impacts our air quality and climate, fuel efficiency and electric vehicles (EVs) are key. EVs already reduce carbon pollution, and are improving as the energy grid continues to get cleaner with the adoption of cheap renewable energies. To encourage increased EV adoption, we need to boost EV charging infrastructure and availability of electric vehicle models across the state. Adoption of EVs will not only benefit air quality and public health, but also could bring down electricity rates by smoothing out energy use peaks and save Coloradans money at fuel pumps.

What are the Advanced Clean Car Standards?
Under the Clean Air Act, states have the ability to adopt the “Clean Car Standards”, which have two basic components:

- The Low Emitting Vehicle Standard (LEV) regulates the greenhouse gas emissions and criteria pollutants from tailpipes. These standards result in more fuel efficient vehicles by urging car manufacturers to sell more models that produce fewer emissions. These standards are based on the “fleet average,” or all of the cars in the state by a given manufacturer.

- The Zero Emission Vehicle Standard (ZEV) requires auto dealers to increase the percentage of their sales of ZEVs (mostly electric cars, but hydrogen fuel cell or other Zero Emission Vehicles also count). If the rules were adopted, Colorado dealers would need 10 percent of their sales to be ZEVs by 2025. Currently, about 1.7 percent of statewide sales are ZEVs but is growing about 50% per year, so this is a very achievable goal.

Why now?
The Obama Administration adopted federal fuel efficiency and GHG emissions standards for cars that will approximately double fuel efficiency and cut per-car GHG emissions in half between 2012 and 2025. However, the Trump administration has announced its intent to revise the standards, and is expected to freeze the standards at 2020 levels. Adopting these standards on the state level as soon as possible is the only way to ensure Colorado doesn’t slide backward, harming our air quality and increasing our contribution to climate change.

- This rollback will increase carbon emissions in Colorado by 4.5 million tons per year, undercutting Governor Hickenlooper’s goals to address our changing climate. Emissions of smog-causing air pollutants from vehicles would increase by about 15 percent, making it harder for places like Colorado’s Front Range to meet federal ozone standards that protect our health. For Coloradans, especially the 343,000 people who are living with asthma, more air pollution means more coughing and wheezing, increased risk of infection, and permanent damage to lung tissue.
• Coloradans have saved $550 million at the pump since the federal government set standards in 2012 to double fuel efficiency for cars and light trucks by 2025. Under the federal standards, the average Colorado household would have seen $2,700 in savings by 2030—savings that won't happen unless Colorado adopts the Advanced Clean Car standards.
TITLE: Adoption of the 2015 International Energy Conservation Code

SUBMITTING DEPARTMENT: Building Department


The Town currently has the 2009 International Codes adopted. Staff is looking into the adoption of the 2015 International Codes. The current work load doesn’t allow adequate time to research the entire family of codes for adoption.

However, in order to help comply with the energy goals of the Town, staff would like to recommend accelerating the adoption of the 2015 International Energy Conservation Code.

A State Department of Energy’s Consultant, Shaunna Mozingo, help write recommended amendments. Jeff Dickinson with CORE reviewed the amendments and provided the proposed ordinance for adoption.

The next step would be to update the Residential Efficient Building Program to be more compatible with this new energy code.

RECOMMENDATION

Staff recommends the following motion: Move to approve Ordinance No. 14, Series of 2018, approving the adoption of the 2015 International Energy Conservation Code.

Prepared By: John Plano
Building Official

JH
Town Manager
ORDINANCE NO. 14  
Series of 2018  

AN ORDINANCE OF THE TOWN OF CARBONDALE, COLORADO AMENDING  
CHAPTER 18, ARTICLE 7 OF THE MUNICIPAL CODE OF THE TOWN OF  
CARBONDALE REGARDING THE INTERNATIONAL ENERGY CONSERVATION  
CODE  

WHEREAS, by Ordinance No. 7, Series of 2011, the Town of Carbondale adopted the  
International Energy Conservation Code, which provides minimum requirements and  
standards regulating the design and construction of buildings for effective use of energy; and  

WHEREAS, after approximately seven years of operation, the Board of Trustees finds  
and determines that certain amendments to the International Energy Conservation Code are in  
the interest of the public health, safety and welfare;  

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE  
TOWN OF CARBONDALE, COLORADO that the Town of Carbondale Municipal Code shall  
be amended as follows:  

1. The foregoing recitals are hereby adopted as findings and determinations of the  
Board of Trustees.  

2. Chapter 18, Article 7 of the Town of Carbondale Municipal Code shall be  
amended by deleting the language stricken and adding the language underlined to read as  
follows:  

Sec. 18-7-10. Adoption.  

Pursuant to Part 2 of Article 16 of Title 31, C.R.S., there is adopted as the energy  
conservation code for the Town, by reference thereto, the International Energy Conservation Code,  
2009 2015 edition, as published by the International Code Council, 4051 Flossmoor Road, Country  
Club Hills, Illinois 60478. The purpose of the adopted code is to provide minimum requirements  
and standards regulating the design and construction of buildings regarding the effective use of  
ergy. This code is intended to provide flexibility to permit the use of innovative approaches and  
techniques to achieve the effective use of energy.  

Sec. 18-7-20. Copy on file.  

At least one copy of the International Energy Conservation Code, certified to be a true  
copy, has been and is now on file in the office of the Town Clerk and may be inspected by any  
interested person during regular business hours.  

Sec. 18-7-30. Amendments.  

The code adopted herein is hereby modified by the following amendments:
(1) Section C101 and R101, Scope and general requirements, is hereby amended by replacing [Name of Jurisdiction] with “Town of Carbondale.”

(2) Section 103, Construction documents, is hereby amended to include the following provision:

“103.2.1 COMcheck Reports are required for all new commercial and multi-family submittals over 3 stories when using the prescriptive approach.”

**IECC Residential Provisions (R Chapters)**

(3) R202 is hereby amended to add the following definition:

**Dwelling Unit Enclosure Area**: The sum of all the boundary surfaces that define the *dwelling unit*, including top/ceiling, bottom/floor, and all side walls. This does not include interior partition walls within the *dwelling unit*. Wall height should be measured from the finished floor of the *dwelling unit* to the underside of the floor above (rather than stopping at the finished ceiling).

(4) **R401.2 Compliance.**

Projects shall comply with one of the following:

1. Sections R401 through R404.

2. Section R405 and the provisions of Sections R401 through R404 labeled “Mandatory.”

3. An energy rating index (ERI) approach in Section R406 and the provisions of Sections R401 through R404 labeled “Mandatory.”

(5) **R402.4.1.2 Testing.**

The building or dwelling unit shall be tested and verified as having an air leakage rate not exceeding five air changes per hour in Climate Zones 1 and 2, and three air changes per hour or 0.24 cubic feet per minute at 50 pascals/square foot of *dwelling unit enclosure area* in Climate Zones 3 through 8. Testing shall be conducted in accordance with ASTM E 779 or ASTM E 1827 and reported at a pressure of 0.2 inch w.g. (50 Pascals). Where required by the code official, testing shall be conducted by an approved third party. A written report of the results of the test shall be signed by the party conducting the test and provided to the code official. Testing shall be performed at any time after creation of all penetrations of the building thermal envelope.
(6) **R403.6 Mechanical ventilation (Mandatory).**

The building shall be provided with ventilation that meets the requirements of the International Residential Code or International Mechanical Code or per equation 4-1, as applicable, or with other approved means of ventilation. Outdoor air intakes and exhausts shall have automatic or gravity dampers that close when the ventilation system is not operating.

**R403.6.1 Whole-House mechanical ventilation system fan efficacy.**

Mechanical Fans used to provide whole-house mechanical ventilation system fans shall meet the efficacy requirement of Table R403.6.1.

Exceptions: Where mechanical ventilation fans are an air handler that is integral to tested and listed HVAC equipment is used to provide whole-house mechanical ventilation they the air handler shall be powered by an electronically commutated motor.

<table>
<thead>
<tr>
<th>Fan Location</th>
<th>Air Flow Rate Minimum (CFM)</th>
<th>Minimum Efficacy (CFM/Watt)</th>
<th>Air Flow Rate Maximum (CFM)</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRV or ERV</td>
<td>Any</td>
<td>1.2 cfm/watt</td>
<td>Any</td>
</tr>
<tr>
<td>Range hoods</td>
<td>Any</td>
<td>2.8 cfm/watt</td>
<td>Any</td>
</tr>
<tr>
<td>In-line fan</td>
<td>Any</td>
<td>2.8 cfm/watt</td>
<td>Any</td>
</tr>
<tr>
<td>Bathroom, utility room</td>
<td>10</td>
<td>1.4 cfm/watt</td>
<td>&lt;90</td>
</tr>
<tr>
<td>Bathroom, utility room</td>
<td>90</td>
<td>2.8 cfm/watt</td>
<td>Any</td>
</tr>
</tbody>
</table>

(7) **Section R404.2 Electrical energy consumption (Mandatory)**

Each dwelling unit located in a Group R-2 building shall have a separate electrical meter.

(8) **SECTION R406 ENERGY RATING INDEX COMPLIANCE ALTERNATIVE**

**R406.1 Scope.** This section establishes criteria for compliance using an Energy Rating Index (ERI) analysis.

**R406.2 Mandatory requirements.** Compliance with this section requires that the
mandatory provisions identified in Sections R401.2 through R404 indicated as “Mandatory” and Section R403.5.3 be met.

The building thermal envelope shall be greater than or equal to levels of efficiency and Solar Heat Gain Coefficient in Table 402.1.2 1 or 402.1.4- 3 of the 2009 International Energy Conservation Code.

**Exception:** Supply and return ducts not completely inside the building thermal envelope shall be insulated to an R-value of not less than minimum of R-6.

**R406.3 Energy Rating Index.** The Energy Rating Index (ERI) shall be determined in accordance with RESNET/ICC 301 except for buildings covered by the International Residential Code, the ERI Reference Design Ventilation rate shall be in accordance with Equation 4-1.

**Equation 4-1**

\[
\text{Ventilation rate: } \text{CFM} = (0.01 \times \text{total square foot area of house}) + [7.5 \times (\text{number of bedrooms} +1)]
\]

a numerical integer value that is based on a linear scale constructed such that the ERI reference design has an Index value of 100 and a residential building that uses no net purchased energy has an Index value of 0. Each integer value on the scale shall represent a 1-percent change in the total energy use of the rated design relative to the total energy use of the ERI reference design. The ERI shall consider all energy used in the residential building.

Energy use to recharge or refuel a vehicle used for transportation on roads that are not on the building site shall not be included in the ERI reference design or the rated design.

**R406.3.1 ERI reference design.** The ERI reference design shall be configured such that it meets the minimum requirements of the 2006 International Energy Conservation Code prescriptive requirements. The proposed residential building shall be shown to have an annual total normalized modified load less than or equal to the annual total loads of the ERI reference design.

**R406.4 ERI-based compliance.** Compliance based on an ERI analysis requires that the rated design be shown to have an ERI less than or equal to the appropriate value-listed indicated in Table R406.4 when compared to the ERI reference design.

**TABLE R406.4 MAXIMUM ENERGY RATING INDEX**

<table>
<thead>
<tr>
<th>CLIMATE ZONE</th>
<th>ENERGY RATING INDEX</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
a. Where onsite renewable energy is included for compliance using the ERI analysis of Section R406.4, the building shall meet the mandatory requirements of Section R406.2, and the building thermal envelope shall be greater than or equal to the levels of the efficiency and SHGC in Table R402.1.2 or Table R402.1.4 of the 2015 *International Energy Conservation Code*.

**R406.5 Verification by approved agency.** Verification of compliance with Section R406 as modified herein shall be completed by an *approved* third party.

**R406.6 Documentation.** Documentation of the software used to determine the ERI and the parameters for the residential building shall be in accordance with Sections R406.6.1 through R406.6.3

**R406.6.1 Compliance software tools.** Software tools used for determining the ERI shall be Approved Software Rating Tools in accordance with RESNET/ICC301. Documentation verifying that the methods and accuracy of the compliance software tools conform to the provisions of this section shall be provided to the code official.

**R406.6.2 Compliance report.** Compliance software tools shall generate a report that documents that the ERI of the *rated design* complies with Sections R406.3 and R406.4. The compliance documentation shall include the following information:

1. Address or other identification of the residential building.

2. An inspection checklist documenting the building component characteristics of the *rated design*. The inspection checklist shall show results for both the *ERI reference design* and the *rated design*, and shall document all inputs entered by the user necessary to reproduce the results.

3. Name of individual completing the compliance report.

4. Name and version of the compliance software tool.
Exception:
Multiple orientations. Where an otherwise identical building model is offered in multiple orientations, compliance for any orientation shall be permitted by documenting that the building meets the performance requirements in each of the four (north, east, south and west) cardinal orientations.

R406.6.3 Additional documentation. The code official shall be permitted to require the following documents:

1. Documentation of the building component characteristics of the ERI reference design.
2. A certification signed by the builder providing the building component characteristics of the rated design.
3. Documentation of the actual values used in the software calculations for the rated design.

R406.6.4 Specific approval. Performance analysis tools meeting the applicable sections of R406 shall be approved. Documentation demonstrating the approval of performance analysis tools in accordance with Section R406.6.1 shall be provided.

R406.6.5 Input values. Where calculation require input values not specified by sections R402, R403, R404 and R405, those input values shall be taken from RESNET/ICC 301.

R406.7 Calculation software tools. Calculation software, where used, shall be in accordance with Sections R406.7.1 through R406.7.3

R406.7.1 Minimum capabilities. Calculation procedures used to comply with this section shall be software tools capable of calculating the ERI as described in Section R406.3, and shall include the following capabilities:

1. Computer generation of the ERI reference design using only the input for the rated design. The calculation procedure shall not allow the user to directly modify the building component characteristics of the ERI reference design.
2. Calculation of whole building, as a single zone, sizing for the heating and cooling equipment in the ERI reference design residence in accordance with Section R403.7.
3. Calculations that account for the effects of indoor and outdoor temperatures and part-load ratios on the performance of heating,
ventilating and air conditioning equipment based on climate and equipment sizing.

4. Printed code official inspection checklist listing each of the rated design component characteristics determined by the analysis to provide compliance, along with their respective performance ratings.

**R406.7.2 Specific approval.** Performance analysis tools meeting the applicable sections of Section R406 shall be approved. Tools are permitted to be approved based on meeting a specified threshold for a jurisdiction. The code official shall approve tools for a specified application or limited scope.

**R406.7.3 Input values.** When calculations require input values not specified by Sections R402, R403, R404 and R405, those input values shall be taken from an approved source.

IECC- Commercial (C Chapters)

(9) **C408.1 General.** This section covers the commissioning of the building mechanical systems in section C403, service water heating systems in Section C404, and electrical power and lighting systems in Section 405.

(10) **C408.2.4 Preliminary commissioning report.** A preliminary report of commissioning test procedures and results shall be completed and certified by the registered design professional or approved agency and provided to the building owner or owner’s authorized agent. The report shall be organized with mechanical and service hot water findings in separate sections to allow independent review. The report shall be identified as “Preliminary Commissioning Report” and shall include the completed Commissioning Compliance Checklist as shown in Table C408.2.4.1 and shall identify:

1. Itemization of deficiencies found during testing required by this section that have not been corrected at the time of report preparation.

2. Deferred tests that cannot be performed at the time of report preparation because of climatic conditions.

3. Climatic conditions required for performance of the deferred tests.

4. Results of functional performance tests.

5. Functional performance test procedures used during the commissioning process including measurable criteria for test acceptance.

**TABLE C408.2.4.1**
(11) C408.2.4.1 Acceptance of report. Buildings, or portions thereof, shall not be considered acceptable for a final inspection pursuant to Section C104.3 C104.2.6 until the code official has received a letter of transmittal the Preliminary Commissioning Report from the building owner acknowledging that the building owner or owner’s authorized agent has received the Preliminary Commissioning Report.

(12) C501.4 Compliance. Alterations, repairs, additions and changes of occupancy to, or relocation of, existing buildings and structures shall comply with the provisions for alterations, repairs, additions and changes of occupancy or relocation,

(13) **C503.1 General.** Alterations to any building or structure shall comply with the requirements of the code for new construction. Alterations shall be such that the existing building or structure is no less conforming to the provisions of this code than the existing building or structure was prior to the alteration. Alterations to an existing building, building system or portion thereof shall conform to the provisions of this code as those provisions relate to new construction without requiring the unaltered portions of the existing building or building system to comply with this code. Alterations shall not create an unsafe or hazardous condition or overload existing building systems.

Alterations complying with ANSI/ASHRAE/IESNA 90.1. need not comply with Sections C402, C403, C404 and C405.

Exception: The following alterations need not comply with the requirements for new construction, provided the energy use of the building is not increased:

1. Storm windows installed over existing fenestration.

2. Surface-applied window film installed on existing single-pane fenestration assemblies reducing solar heat gain, provided the code does not require the glazing or fenestration to be replaced.

3. Existing ceiling, wall or floor cavities exposed during construction, provided that these cavities are filled with insulation.

4. Construction where the existing roof, wall or floor cavity is not exposed.

5. Roof recover.

6. Air barriers shall not be required for roof recover and roof replacement where the alterations or renovations to the building do not include alterations, renovations or repairs to the remainder of the building envelope.

7. Alterations that replace less than 50 percent of the luminaires in a space, provided that such alterations do not increase the installed interior lighting power.
3. If any ordinance or parts of ordinances are in conflict with the standards set forth in this Ordinance, they are hereby repealed to the extent of such conflict only.

4. This Ordinance shall be effective upon posting and publication in accordance with the Carbondale Home Rule Charter.

INTRODUCED, READ AND PASSED THIS ____ day of __________, 2018.

TOWN OF CARBONDALE, COLORADO
a Colorado home rule municipal corporation,

______________________________
Dan Richardson, Mayor

ATTEST:

______________________________
Cathy Derby, Town Clerk

POSTED: ________________
PUBLISHED: ________________
EFFECTIVE: ________________
2009 -2015 IECC Commercial Significant Changes Summary

Tier I

The first change is in the layout of the book. Instead of having Chapters 1-3 that applied to all projects and then having Chapter 4 Residential Energy, Chapter 5 Commercial Energy and Chapter 6 as the Referenced Standards, now there is a chapter C1-6 Commercial and R1-6 Residential.

Chapter 5 in both books became the Existing Buildings Chapter, moving Referenced Standards to Chapter 6. Chapter 1 no longer has the requirements for historical buildings, additions, remodels or anything regarding existing buildings. That has all moved to Chapter 5 for both Commercial and Residential.

C401.2 – Application -- Commercial buildings must comply with the IECC prescriptively, including new mandatory options of C406, or ASHRAE 90.1, or performance path with mandatory items but performance must show the building energy cost equal to or less than 85% of the standard reference design.

Table C402.1.3 and Table C402.1.4 – Opaque Thermal Envelope Insulation Component Minimum Requirements --

- R-Value of insulation entirely above deck increased from R-20 to R30
- R-Value for metal building roofs increased to R 19 +11 with a liner system
- R-Value of insulation in attics of residential occupancies increased to R49
- R-Value of insulation in metal building walls increased to R13 + 13
- R-Value of insulation for wood framed walls changed to allow option of R-20 cavity insulation in lieu of Cavity plus Continuous R13 +3.8.
- R-Value of unheated slabs increased from 0 to R-10 for 24” below grade
- Slab insulation in heated slabs must go below grade for 36”.
- Opaque swinging doors comply with Table C402.1.4 (U-Factor), non-swinging doors must comply with C402.1.3 (R-Value).
- Footnote a in Table C402.1.4 allows use of ASHRAE 90.1 for construction details and U-, F-, and C-Factors of opaque assemblies.

C402.4.1 – Fenestration (prescriptive) – Gross window to wall area cannot exceed 30% for vertical glazing and 3% for skylights.

C402.4.2 – Minimum skylight fenestration area – Calls out specific requirements for certain occupancies that have enclosed space greater than 2500 sq. ft floor area, and ceiling heights greater than 15 ft, requiring the total daylight zone under skylights must cover at least half of the floor area.

C402.4.2.1 – Lighting Controls in daylight zones under skylights – all daylight zones under skylights must have controls complying with C405.2.3.1.
C402.3 – U-Factor of windows no longer is based on framing materials but rather if fixed or operable so now metal windows have the same U-Factor as all others. SHGC is now based on the amount of overhangs and the cardinal direction the window is facing. Skylight U-Factor and SHGC can be higher than the table if utilizing daylight zones and automatic controls.

C402.5 – Air leakage – Buildings must have a continuous air barrier around the entire thermal envelope, with specific sealing requirements. They can use materials from a list of “deemed to comply” materials or assemblies or the building must get a blower door test.

C402.5.3 – Rooms containing fuel-burning appliances – open combustion space conditioning fuel-burning appliances and their combustion air openings must be outside the building envelope or enclosed in a room isolated from inside the thermal envelope.

C403.2.3 – HVAC equipment performance requirements – Equipment shall meet minimum efficiencies as found in Tables C403.2.3 (1) – (9). Certain Water-Cooled Centrifugal Chilling Packages must have maximum full-load and Part-load rating requirements that are adjusted using given equations.

C404.5 – heated water supply piping – There are now maximum flow rates for various sizes of piping. Included in this section are maximum allowable pipe lengths from source to fixture, maximum allowable pipe volume and how to determine volume.

C404.11 – Service Water Heating Commissioning and completion requirements – water heating systems, swimming pool water heating systems and spa water heating systems and all of their controls must be commissioned per C408.2.

C405.2.3 – Daylight-responsive controls must be provided to control electric lights within daylight zones in spaces with more than 150 watts of general lighting next to vertical glazing (sidelight daylight zone) or from skylights (toplight daylight zone). Exceptions for health care facilities, dwelling units and sleeping units and specific occupancies. A section exists that specifies how those controls must also function.

C406 – Additional Efficiency Package Options – to get increased efficiency in buildings, at least one of the 6 additional efficiency package options must be chosen prescriptively. Options include more efficient HVAC performance, reduced lighting power density system, enhanced lighting controls, on-site supply of renewable energy, and provisions of a dedicated outdoor air system for certain HVAC equipment or high-efficiency service water heating. Tenant spaces cannot choose the renewables option for compliance, the entire building would have to have it.

C408 – System Commissioning – Mechanical systems and service water heating systems in buildings where the total mechanical equipment capacity exceeds 480,000 Btu/h, cooling capacity and 600,000 Btu/h combined service water-heating and space-heating capacity must have systems commissioned by a registered design professional or approved agency. Lighting controls must be functionally tested as well. Specifics for commissioning are called out for the plan, balancing, testing, reports and documentation requirements.

Chapter 5 CE – New chapter for existing buildings. Moved many of the requirements in Chapter 1 to Chapter 5, revised some of the requirements and added some new ones.

C501.6, 202 – The definition of a historical building has changed, making it a bit tougher to be considered historic. Also, all provisions of the code apply to historic buildings unless the registered
design profession or a representative of the State Historic Preservation Office or the historic preservation authority provides a report to the code official demonstrating that compliance would threaten, degrade or destroy the historic form, fabric or function of the building.

**Tier II**

C101.2 – Scope – modified to say that the code applies not only to the building but to the building sites and associated systems and equipment.

C103.2.1 – Building Thermal Envelope Depiction – The building’s thermal envelope has to be represented on the construction drawings.

C104 – Inspections – Now calls out required inspections and when you should be able to verify energy code requirements while looking at other items. It brings in third party testing and inspections as permitted by the code official.

C401.2.1 – Replacement Fenestration – went from only requiring compliance if you replace the entire window assembly to compliance if you change some or all of a fenestration unit.

C402.1.2 – new section that exempts thermal envelope provisions for the following: separate buildings smaller than 500 sq ft; intended to house electronic equipment with low equipment power and not intended for human occupancy; heating system not greater than 17K Btu/hr and thermostat set to not more than 50 degrees; extremely low wall and roof U-Factors based on climate zones; comply with roof solar reflectance and thermal emittance provisions of Climate Zone 1.

C402.1.5 – Use Equation 4-2 to comply with the envelope provisions in lieu of U-, F-, and C-Factors in Table C402.1.3 – C402.1.4 and the maximum allowable fenestration areas.

C402.2.4 – Floors – Floor insulation doesn’t have to be in contact with the subfloor anymore as long as insulation meeting the above grade wall values is installed from the bottom to top of all perimeter floor framing. Also, insulation applied to the underside of slabs may have an airspace 1” or less.

C402.2.6 – Insulation of radiant heating systems: components of the thermal envelope that have radiant heating system panels must have an R3.5 on all surfaces not facing the space to be heated. Slabs would need R-5 per IMC (conflict) but are exempted if they are insulated per the slab edge requirements.

C402.4.1.1 – Increased vertical fenestration -- vertical fenestration area can be increased to 40% provided certain daylighting requirements are met.

C402.4.1.2 – Increased Skylight Area – skylight area can be increase to 5% provided certain daylighting provisions are met.

C402.5.7 – Vestibules – required for main entry doors that open into space exceeding 3000 sq ft, not required on revolving doors but are required on doors next to revolving doors, not required if using an air curtain meeting the functional testing requirements of exception #6.

C403.1 – Walk in coolers and freezers and refrigerated warehouse coolers and freezers must comply with their own new sections.
C403.2.1 – heating and cooling loads – loads calculated to ASHRAE 183 and must include design parameters of Chapter 3 and account for load reductions achieved where energy recover systems are used.

C403.2.2 – System Sizing – equipment cannot exceed the calculated loads.

C403.2.4.2.3 – Automatic start up capabilities – HVAC systems need auto start controls to bring the space to the desired temperature just before occupants are scheduled to arrive.

C403.2.4.4 – Zone Isolation – Zones over 25,000 sq ft or that span more than one floor shall be divided into isolation areas with separate controls.

C403.2.4.7 – Economizers must have a fault detection and diagnostics system meeting 7 specific capabilities and requirements.

C403.2.5 – Hot water boilers supplying heat to the building shall have outdoor setback control that lowers the water temp based on outdoor temp.

C403.2.6.2 – Enclosed parking garages operating under their own power must have contamination sensing devices and auto controls to shut the airflow rates down to 50% or less of design capacity or operate intermittently when unoccupied, with specific requirements from IMC.

C403.2.7 – Energy recovery ventilation systems required where supply airflow rate of fan system exceeds specified values. Must include bypass controls that allow economizer to function. 11 exceptions to this requirement.

C403.2.8 – Kitchen Exhaust Systems – replacement air entering through the exhaust hood cavity must not be more that 10% of the hood exhaust airflow rate. Specifics are given for conditioned supply air rates and for large hoods.

C403.2.9 – Ducts outside the building or integral to the building envelope now need R-12 in our climate zone.

Table C403.2.1 – piping insulation table expanded to be more in line with what actually gets used. Insulation must be protected from the elements

C403.2.12.1 – Allowable fan floor horsepower – adjusted to add requirement that single zone VAV systems comply with constant volume fan power limitations and removed the exception for fans exhausting air from fume hoods.

C403.2.14 – refrigeration equipment performance – refrigeration equipment must have an energy use not greater than Tables C403.2.14 (1) and (2).

C403.2.15 – 11 new requirements for refrigerated warehouse coolers/freezers and walk in coolers/freezer not site built as well as 11 new requirements for site constructed walk in coolers and freezers.

C403.2.17 – Refrigerated display cases that are site assembled or site build must comply with new lighting requirements, defrost controls and anti-sweat heater controls.
C403.3 – Economizers (prescriptive) – Economizer section completely rewritten with new table, 9 exceptions of when you don’t need economizers and the requirement for integrated economizer controls. Economizer operation cannot increase building heating energy use. Complete new sections for requirements for Air Economizers and requirements for water-side economizers.

C403.4 – New section for Hydronic and multiple-zone HVAC systems controls and equipment. This section applies prescriptively only and includes requirements for fan airflow control, static pressure sensor location, set points for direct digital control, hydronic system controls, heat pump systems, heat rejection, required heat exchangers for cooling towers, part load controls, boiler turndown, pump isolation, heat rejection equipment, and fan speed controls.

C403.4.4 – complete rewrite of requirements for complex mechanical systems serving multiple zones.

C403.5 – New section for refrigerated displace cases, walk in coolers or walk in freezers that are served by remote compressors and remote condensers not located in a condensing unit.

C404.2 – Service water heating equipment must meet efficiencies in Table C404.2. Gas fired water heating equipment in new buildings that serve as the only piece of water heating equipment for an entire build with an input rating of 1 million Btu/h or more must be 90% efficient. A new table and requirements have been set for insulation of piping.

C404.5 – Heated-water circulating and temperature maintenance systems – New requirements for circulations systems, heat trace systems and controls for hot water storage.

C404.7 – water distribution systems with recirculation pumps that pump water from a heated water supply to the heated water source through a cold water supply must be demand recirculation water systems with specific controls.

C404.8 – Drain water heat recover units must comply with CSA B55.2 and cannot have a potable water press loss more than 10psi at maximum design flow.

C405.1 – Lighting requirements are mandatory. Exceptions out of some control and density requirements are found for dwelling units within commercial buildings if the dwelling unit lighting complies with the residential provisions of R404.1

C405.2 – mandatory lighting controls except for emergency or security areas meant to be continually lighted, interior exit stairways, ramps and passageways, and emergency egress lighting that is normally off.

C405.2.1 – requires occupant sensor controls in 12 locations. The sensors must turn off lights within 30 minutes of occupant leaving space and there must be manual on or automatic controls that turn the lighting on to nor more than 50%. Some exceptions where full auto-on controls are allowed. Separate occupant sensor controls for warehouses.

C405.2.2 – Time switch controls required where occupant sensors are required, exceptions for sleeping units, patient care spaces, occupant safety or security is at risk, shops or classrooms. Time switch controls must have override switching with specific requirements.

C405.2.2.2 – spaces requiring light reduction controls must have a manual control allowing the occupant to reduce lighting by 50%. Exceptions for lighting in daylight zones with daylight zone controls.
C405.2.5 – Exterior lighting controls – except for emergency, security or safety lighting, exterior lighting must be controlled to automatically turn off lights when there is available daylight, dawn/dusk lighting controls for façade and landscape lighting, and controls to reduce lighting power by 30% in very specific timeframes and situations.

C405.4.1 – Total connected interior lighting power – New formula for calculating the total connected interior lighting power. Many of the exceptions for what does not have to be included stayed the same.

C405.4.4.2 – Interior lighting power can be determined by using the building area method (set occupancy x set watts per sq ft) or space by space method (different watts per sq ft for each use of the different spaces). The additional interior lighting power allowance calculation was revised and is only allowed if using the space by space method. The tables for power allowances have also gotten more efficient.

C405.6 – Each dwelling unit of an R-2 building must have separate electrical meters.

C405.7 – Electrical transformers – minimum efficiencies have been set for electric transformers with 14 exceptions.

C405.8 – Electrical motors (mandatory) – new efficiencies for electric motors.

C405.9 – New requirements for lighting and ventilation fans and their controls in elevator cabs and for the control of escalators and moving walks. Also a new requirement for variable frequency regenerative drives when an escalator is designed either for one way down or reversible operation.

C502 – Additions – additions must comply as new construction without requiring untouched portion to comply. New vertical fenestration and skylights installed would either need to comply prescriptively and stay under 40% of the total building fenestration area or the performance path must be chosen. Any new mechanical or service water heating system would need to comply as new. The interior and exterior lighting power can comply as the addition alone or may show compliance as a single building.

C503 – Alterations – Alterations cannot make the existing structure any less conforming to the provisions of the code that it was prior to the alteration. There is a list of 6 items that need not comply such as storm windows, roof recover and air barriers for roof recover where no work is being done to the rest of the envelope. Roof replacements that include insulation entirely above deck must comply as new construction. Vertical fenestration and skylights must comply prescriptively or must use performance if over 40% of the total building fenestration area. Lighting must comply as new unless less than 10% of the luminaires in a space are replaced and the installed interior lighting power is not increased.

**Tier III**

C403.2.4.1.2 – Deadband – thermostats that control both heating and cooling must have Deadband of at least 5 degrees so that equipment shuts down before cycling between heating and cooling.
C403.2.4.1.3 – If separate controls are used for heating and cooling within same zone they have to have controls that allow the same type of Deadband as mentioned in above section.

C403.2.4.3 – Shutoff Dampers – outdoor air intake exhausts need air tight automatic dampers with auto controls, with specific requirements for stairway and shaft vent dampers and an allowance for gravity dampers in certain buildings and climates.

C403.2.4.6 – Freeze Protection systems need automatic controls to shut system off when outside temp is above 40 degrees.

C403.2.5.1 – Demand control ventilation rates were changed to be more in line with the IMC.

C403.2.9.1.3 – high pressure ducts must be tested to an air leakage rate of 4.0 or less, was 6.0 prior.

C403.2.11 – A pointer to the mandatory requirement for mechanical system commissioning per C408.2.

C404.9 – Energy consumption of pools and permanent spas (mandatory) – readily accessible on/off switches, time switches to turn off heaters when not in use or on a preset schedule, vapor retardant pool cover, exception for pools deriving at least 70% of energy for heating from site-recovered energy.

C404.10 – portable spas shall follow APSP 14

C405.2.3.2 – Sidelight daylight zone – describes what floor area is considered a sidelight daylight zone next to vertical fenestration. New figures have been added to the code to illustrate the requirement.

C405.2.3.3 – Toplight daylight zone – describes what floor area is considered a toplight daylight zone under skylights. New figures have been added to the code to illustrate the requirement.

C405.2.4 – Specific application controls – dedicated controls, independent of the controls for other lighting, is required for display and accent lighting, lighting in display cases, task lighting, plant growth and food warming lighting and lighting equipment for sale or demonstration. Hotel and motel sleeping units must have a master control automatically switching off all luminaires and switched receptacles within 20 minutes after all occupants leave the room.

C407 – Total Building Performance – The table has been updated to reflect increased efficiencies in the envelope, mechanical, service water heating and lighting requirements for the standard reference design.

C501.3 – Maintenance – All buildings and structures and parts thereof must be maintained in a safe and sanitary condition. Devices and systems that are required by the code must also be maintained in conformance to the code edition under which they were installed.

C504 – most routine maintenance, repairs exempt from permit and abatement of wear due to normal service conditions is not subject to the requirements. Glass only replacements in an existing sash and frame are considered repairs as well as roof repairs and air barriers for roof repairs.
**2009-2015 IECC Residential Significant Changes Summary**

**Tier I**

R401.2 – Compliance – options for compliance are now prescriptive path, Total UA (which is part of prescriptive), Performance and the new “Energy Rating Index” path or “HERS” path.

Table R402.1.2 – Insulation and fenestration requirements by component. For Climate zone 6, the thermal envelope requirements changed as follows:

- Fenestration U-Factor: from .35 to .32
- Skylight U-Factor: From .60 to .55
- Wall insulation: From R-20 to R-20+5 or R13+10 (continuous exterior insulation would now be mandatory)
- Basement or Crawl Space Walls: Changed from R10/13 to R15/19 (R15 continuous and R 19 is cavity insulation)

The rest of the components remained the same. Footnotes changed considerably, most significant was footnote h, which removed wording about, “when using exterior sheathing...” That actually became its own code section instead of a footnote.

R402.4? – Air Leakage (Mandatory) – components of the thermal envelope must be installed in accordance with Table R402.4.1.1, inspected per that same table, as well as be tested with a blower door test with an air leakage rate not to exceed 3 ACH(50) as apposed to the 7 ACH in the current code.

R402.4.4 – Rooms containing fuel-burning appliances – open combustion space conditioning fuel-burning appliances and their combustion air openings must be outside the building envelope or enclosed in a room isolated from inside the thermal envelope.

R403.3.3 – Duct testing (mandatory) – Ducts located in unconditioned spaces must be tested for air leakage. The test can be held at rough in or final and is done to total duct leakage, not just leakage to the outdoors. The rate at which they must comply is found in Section R403.3.4.

R403.3.4 – Duct Leakage (prescriptive) – the rate of 4cfm per 100 square feet of conditioned floor area for total duct leakage is allowed to be traded off using the simulated performance path or the ERI path.

R404.1 – Lighting equipment (mandatory) – not less than 75% of the lamps in permanently installed lighting fixtures must be high-efficacy lamps or not less than 75% of the permanently installed fixtures must contain high efficacy lamps. Also, fuel gas lighting systems cannot have continuously burning pilot lights.

R406 – Energy Rating Index Compliance Alternative – a new compliance path that allows an energy rating index score to verify code compliance. Climate zone 5 would need a passing score of 55, which is equal to the HERS index score. There is a backdrop built in that does not allow you to trade off any worse than the 2009 IECC values.
Chapter 5 – Existing Buildings – New chapter dealing with additions, alterations and repairs to existing buildings, including historical buildings.

R501.6, 202 – The definition of a historical building has changed, making it a bit tougher to be considered historic. Also, all provisions of the code apply to historic buildings unless the registered design profession or a representative of the State Historic Preservation Office or the historic preservation authority provides a report to the code official demonstrating that compliance would threaten, degrade or destroy the historic form, fabric or function of the building.

R503.1.1.1 – New! If you replace a window in an alteration, where some or all of the fenestration unit is replaced it must comply as new. Used to be only if you replaced entire assembly. BE sure to look at R504.2 though for repairs.

**Tier II**

R102.1 – the provisions for alternate materials has been modified to state the proposed design must comply with the intent of the code and the material, method or work must be at least equivalent of that prescribed in the code.

R104 -- Inspections – Now calls out required inspections and when you should be able to verify energy code requirements while looking at other items. It brings in third party testing and inspections as permitted by the code official.

R402.2.7 – this is where footnote h landed. Deals with how to handle when exterior insulation is used and there is structural sheathing used so that you can maintain an even surface for exterior finishes.

Table R402.2.6 – updated requirements for insulation in steel framed walls, floors and ceilings

R402.2.8 – gives new exception to allow floor cavity insulation to not be in contact with the subfloor if insulation meeting the above grade wall values is installed from the bottom to top of all perimeter floor framing.

Table R402.4.1.1 – The table was divided into two columns to separate the requirements for air barriers from the requirements for insulation. All of the provisions remained the same within the table.

R402.4.2 – New wood burning fireplaces must have tight fitting flue dampers and doors as well as combustion air. The doors must be listed for the fireplace they are used on.

R403.1.1 Duct insulation (prescriptive) – clarifies that there are different insulation values for ducts in the attic verses ducts in other unconditioned spaces in the building. R-Value of the insulation is now based on duct size as well.

R403.3.5 – Building Cavities (mandatory) – building framing cavities shall not be used as ducts or plenums for supply or return air.

R403.4.1 – HVAC piping that is required to be insulated must have insulation protected from elements.
R403.5 – Service hot water system requirements moved out of 403.4 for mechanical and into its own section 403.5. Heated-water circulating and temperature maintenance systems – New requirements for circulations systems, heat trace systems and controls for hot water storage.

R403.5.2 -- water distribution systems with recirculation pumps that pump water from a heated water supply to the heated water source through a cold water supply must be demand recirculation water systems with specific controls.

R403.5.3 – Hot water pipe insulation (prescriptive) – R3 insulation on hot water pipe over ¾ inch or serving more than one dwelling unit, or located outside the conditioned space, or from the water heater to a distribution manifold, or located under a floor slab or buried piping as well as supply and return piping in recirculating systems other than demand controlled systems.

R403.5.4 – a new section is brought in for drain water heat recovery units. The code doesn’t reflect that the entire section is new, only portions, but it is all new. Drain water heat recover units must comply with CSA B55.2 and cannot have a potable water press loss more than 10psi at maximum design flow.

R403.6 – Whole House Mechanical Ventilation – this code gives a pointer to the IRC requirements for mechanical ventilation and doesn’t contain any requirements other than the fans used to meet the requirement must be efficient per Table R403.6.1.

R403.7 – Equipment sizing (mandatory) – heating and cooling equipment must be sized using ACCA Manual S, based on the loads calculated using ACCA Manual J or other approved methodologies.

R405.4.2 – clarifies what must be in a compliance report if using the simulated performance path and prohibits batch sampling of buildings to determine compliance. Also clarifies that worst-case scenario may be used when using the same design on varying lots facing different cardinal directions as well as worst case building air leakage and duct leakage.

Table R405.5.2(1) – was updated to reflect any changes in prescriptive requirements for the standard reference design.

R502.1.1.1 – Building envelopes of additions must comply prescriptively as new construction. If non-conditioned space becomes conditioned, the thermal envelope of the addition must comply if the total building’s UA is less than or equal to the UA of just the addition.

R502.1.1.2 – Heating and cooling systems for additions must comply as new except ducts from an existing heating and cooling system that extend into the addition less than 40 linear feet are not required to be tested.

R502.1.1.3, 502.1.1.4 – Service hot water systems and new lighting systems for additions must comply as new construction.

R502.1.2 – performance approach for existing plus addition – if the annual energy cost or energy use of the addition and the existing building is less than or equal to that of the existing building the addition shall comply with the full performance path requirements.

R503.1 – Alterations -- Alterations cannot make the existing structure any less conforming to the provisions of the code that it was prior to the alteration. There is a list of 6 items that need not comply with the envelope provisions provided the energy use of the building is not increased.
R503.1.2 – Heating and cooling systems in alterations must comply as new with the same exception for ducts as found in additions.

R503.1.3 – Service hot water systems that are new must comply as new.

R503.1.4 – Lighting in alterations – new lighting must comply as new construction with the exception of alterations that replace less than 50% of the luminaires in a space provided installed interior lighting power is not increased.

R505 – Change of occupancy or use – spaces undergoing a change in occupancy that would increase the demand of fossil fuel or electrical energy must comply. Spaces that are converted to a dwelling unit or portion thereof from another use or occupancy must comply. If the simulated performance path is used to verify compliance they the annual energy cost of the proposed design is permitted to be 110% of the annual energy cost allowed by Section R405.3.

**Tier III**

IECC Residential significant changes 2009-2015

R101.2 – Scope changed so that code applies to buildings and their associated sites.

R101.3 – Intent changed to state that the design and construction shall be regulated for the effective use and conservation of energy over the useful life of each building.

R103.1 – Construction documents must be submitted in one or more sets and code official has the right to ask that they be done by a registered design professional.

R103.2 – The information on the construction documents must include everything in order to verify compliance with the thermal envelope, mechanical, service hot water, and lighting requirements, including air sealing details, duct sealing details, mechanical system design, etc.

R103.2.1 – The building’s thermal envelope must be depicted on the plans so that the reviewer knows what is inside the envelope or not in order to verify compliance.

R103.3 – Code official has authority to use a registered design professional or other approved entity to review the plans for compliance.

R103.4 – Any changes made in the field must be corrected on updated set of construction documents and submitted for reapproval.

R108 – Stop Work Orders – clarifies when and how stop work orders are to be issued as well as failure to comply provisions.

202 – There are so many new or revised definitions, they will be talked about with the code section they relate to.

R301.4 – New Tropical Climate Zone added

Table R301.1 – Colorado Climate Zones – Added County of Broomfield as it was missing from the table.
R303.1.4.1 – Insulated Siding – Because the code now allows some insulated siding to count as a certain level of continuous insulation the section is brought in to give referenced standard for calculating R-Value.

R401.3 – Certificate (mandatory) – the certificate that used to be on the electrical panel to show what R and U values went into the house is now posted on a wall in the space where the furnace is located or a utility room or other approved location inside the building. It also must contain much more information including duct and blower door test results, equipment efficiencies, where any gas fired unvented room heater, electric furnace or baseboard electric might be, etc.

R402.1 – The provisions for low energy use buildings has moved to this location from Chapter 1.

R402.1.1 – A pointer was brought in reminding you to go to the IRC or IBC for vapor retarder provisions.

R402.1.3 – brings in a reduction of R-Value if using insulated siding to meet the envelope requirements.

R402.2 – clarifies that the specific insulation requirements are in addition to those found throughout Section R402.1.

R402.2.1 – clarifies that if using the trade for lower insulation if using raised heel trusses, the lower insulation can be used over 100% of the roof area, not just at the eaves.

R402.2.3 – Eave baffles are required if air permeable insulation is used in vented attics.

R402.2.4 – When using vertical doors for access doors into unconditioned space they are permitted to use the fenestration requirements instead of R-Value method.

R402.2.13 – changed from Thermally Isolate Sunrooms to just sunrooms but brings thermally isolated back into the exception.

R402.3.2 – Dynamic glazing isn’t required in the code but if you use it there are specific provisions for their use.

R402.3.5 – speaks to sunroom fenestration requirements, again bringing back thermal isolation into the exception.

R402.4.5 -- Recessed Lighting – in addition to IC rating and air leakage rates, must also be sealed with gasket or caulk between the housing and interior wall or ceiling covering.

R403.1.1.1 – changed from requiring programmable thermostat only if you have forced air furnace to now requiring it on any primary heating or cooling system and gives specifics on control settings.

R403.2 – Hot water boilers that supply heat to the building must have outdoor setback controls that lower boiler temp based on outdoor temp. (new section)

R403.3.2 – Air handlers have to come from the manufacturer meeting specific air leakage requirements.

R403.10 – Energy consumption of pools and permanent spas (mandatory) – readily accessible on/off switches, time switches to turn off heaters when not in use or on a preset schedule, vapor retardant pool cover, exception for pools deriving at least 70% of energy for heating from site-recovered energy.
Pools and permanent spas that are accessory to detached homes and townhomes less than 3 stories in height and only available to the household shall be in accordance with APSP-145.

R403.11 -- portable spas shall follow APSP 14

R403.12 – Same exact wording as 403.10.1 except that it references APSP-15 instead of APSP-145.

R501.3 -- Maintenance – All buildings and structures and parts thereof must be maintained in a safe and sanitary condition. Devices and systems that are required by the code must also be maintained in conformance to the code edition under which they were installed.

R504 – Repairs -- most routine maintenance, repairs exempt from permit and abatement of wear due to normal service conditions is not subject to the requirements. Glass only replacements in an existing sash and frame are considered repairs as well as roof repairs.
MINUTES
CARBONDALE PLANNING AND ZONING COMMISSION
Thursday July 12, 2018

Commissioners Present:
Michael Durant, Chair
Jay Engstrom, 1st Alternate
Yuani Ruiz, Chair Pro Tem
Nick Miscione, 2nd Alternate
Marina Skiles
Ken Harrington

Staff Present:
Janet Buck, Planning Director
John Leybourne, Planner
Mary Sikes, Planning Assistant

Commissioners Absent:
Jennifer Gee DiCuollo
Jeff Davlyn

Other Persons Present
Mark Chain

The meeting was called to order at 7:00 p.m. by Michael Durant.

June 14, 2018 Minutes:
Ken made a motion to approve the June 14, 2018 minutes. Yuani seconded the motion and they were approved unanimously with Michael, Jay, and Nick abstaining.

Public Comment – Persons Present Not on the Agenda
None

Resolution 4 of 2018 – Subdivision Exemption – 165 N. Eighth Street

Motion
Yuani made a motion to approve Resolution No. 4, Series of 2018, approving a Subdivision Exemption for 165 N. Eighth Street. Marina seconded the motion and it was approved unanimously.

UDC Discussion
Janet said that over the last year, we have worked through a number of amendments to the UDC. She stated that this memo pulls all of the amendments into one place so we can begin preparation for public hearings.

Janet explained that one item which is not ready for public hearings is the modeling for the Residential Zone Districts. She stated that the Town is entering into a contract with Clarion to start doing that modeling. She continued by saying rather than waiting for this
process to finish, the Commission could consider moving ahead with the amendments which are nearer to resolution.

Janet said that this is the first time all of the amendments have been in one document. She stated that since this discussion has taken place over the last year and has been dealt with in multiple memos, she thought that it would be important for Planning Commissioners and Staff to have a refresher before going into the next steps.

Janet noted that one of the items discussed below – Child Care Amendments – is scheduled for a public hearing on July 26, 2018. She said that we moved this ahead of the other amendments at the direction of the Board of Trustees.

Janet said that the second phase would include:

- Table of allowed uses
- OTR zone district building standards
- Definitions
- Solar access section
- Standards and guidelines
- Lighting
- Administration
- Street trees
- Mobile home parks

**Points of Commission Discussion**

- Prepare specific language for changes prior to the public hearings.
- Redline UDC for P&Z review.
- Modeling will be presented to Commission after selection of properties to be modeled.
- R/HD height and setbacks.
- Feasibility of affordable housing.
- Clarification of childcare amendments i.e.: drop-off not in ROW, 500 ft. from marijuana businesses, fencing language, only in Industrial Zone District.
- Disclaimers for childcare facility.
- Indoor window treatments are non-issue and should not be required.
- Mark Chain will give suggestions for HCC Zone District amendments to Janet.
- Street trees and drip lines.

**Staff Update**

Janet stated that the Major Site Plan review for Lot 1 for Crystal River Marketplace will be coming in early August.

Janet stated that Thompson Park has been approved and that the proposed construction timeline is to begin this year.
Janet said that the Carbondale Marketplace utilities are scheduled to be completed this year.

Janet noted that the Kiernan appeal is in District Court.

Janet said that at the RVR HOA met with the golf course owner to discuss the future of the golf course. She said that the owner of the driving range had met with Staff regarding a rezoning. She explained that the PUD would have to be amended and that the people affected would need to sign off of this proposal.

**Commissioner Comments**

Ken stated that the RVR HOA meeting covered the following points;
- Buy the golf course from the current owner.
- Subsidize from an assessment.
- Support rezoning.
- Committee formed.
- Owners were given ultimatums.

**Motion**

A motion was made by Ken to adjourn. Marina seconded the motion and the meeting was adjourned at 8:22 p.m.
MINUTES
ENVIRONMENTAL BOARD
May 30, 2018

CALL TO ORDER
Kate Bolton called the meeting to order at 6:00 pm on May 30, 2018 in the Town Hall meeting room.

ROLL CALL
The following members were present for roll call:

E-board Members: Kate Bolton, Vice Chairperson
Colin Quinn, Chairperson
Patrick Hunter, Member
Sandy Marlin, Member
Scott Mills, Member
Joseph Demoor, Member
Garett Fitzgerald, Member

Town Staff Present: Angie Sprang, Board Administrator
Mark O’Meara, Town Liaison
Heather Henry, Trustee Liaison

Observers & Guests: Natalie Rae Fuller, Guest
Sarah, CORE Representative
Alyssa Rydell, Guest

PERSONS PRESENT NOT ON THE AGENDA
There was no one present not on the agenda who wished to address the board.

CONSENT AGENDA
Motion Passed: Colin Quinn moved to approve Eboard meeting minutes from February & March 2018 with noted edits. Scott Mills seconded the motion, and it was unanimously approved.

UPGRADING THE BUILDING CODES & POTENTIAL TRAINING FOR PERMIT APPLICATIONS ON ENERGY ISSUES – SCOTT MILLS
Scott Mills provided information on the Department of Energy Zero Energy Ready building code and potential training for permit applications on energy issues. The training and certification will be available to builders to encourage high performance building practices, and the certification will be valid through 2030. The training is 2 hours in duration, and the alternative code is 10 pages in length. Scott is working in rural Colorado to encourage participation in the program, and push efforts in energy education training forward in Garfield County and other neighboring Counties. Scott proposed that the Town consider putting the Zero Energy Ready building code as an alternate path. Basalt is considering
implementing it. They will discuss the opportunity to the Town Manager and Building Inspector.

E-BOARD COMMUNICATION ITEMS – PATRICK HUNTER
Patrick asked if anyone was interested in attending Colorado Association for Recycling (CAFR) this coming weekend and reporting back to the board. There was no interest due to schedule constraints. Heather noted that we could get information desired from the waste hauler consultant, Laurie. Heather also recommended that at the E-board next meeting it would be ideal that time be devoted to Laurie presenting.

Patrick inquired about who the winner was for the Dandelion Day award. Julia Farwell won the award and did not attend to be presented with the award.

Patrick urged the E-board to be more well known within the community, and to create an identity for itself. He inquired about ideas for providing appreciation to those who have been involved with the E-board. Ideas presented were:

- A dandelion in a pot
- A cup with the E-board logo on it
- Show people what the E-board has done & where it’s going at the Dandelion Day event booth – Scott is working on getting printed poster quotes for the booth
- Getting the climate action plan out there 4ft x 8ft printed banner
- Being good communicators and being easy to work with to create a good impression of the E-board within the community is key
- Hand written thank you cards signed by everyone – maybe with the landscape of Carbondale on it
- Seeds

Patrick asked what would make the board more effective:

- Motions with board actionable items
- Getting members to show up to meetings

DANDELION DAY BUDGET – NATALIE RAE FULLER
Natalie Rae Fuller presented an update on the Dandelion Day events. She reported that the turn out was huge and the event made money this year. Proposed additions to the budget:

- $135 ad in the Sopris Sun – art sanctioned which was accidentally left out of the budget
- Payment for Bill Marrow, the artist for the stage, $100 – art sanctioned which was accidentally left out of the budget
- $350 compensation for Natalie Rae Fuller

*Motion Passed:* Patrick Hunter moved to approve payment of an $135 ad in the Sopris Sun. Kate Bolton seconded the motion, and it was unanimously approved.
Motion Passed: Patrick Hunter moved to approve payment to Bill Marrow for creating decorative stage art for the Dandelion Day art in the amount of $100. Scott Mills seconded the motion, and it was unanimously approved.

Motion Passed: Scott Mills moved to approve payment of $100 for signage/art work done by Natalie Rae Fuller. Kate Bolton seconded the motion, and it was unanimously approved.

Discussion ensued regarding compensation for volunteers, and payment retroactively could set a precedence. Next year the E-board is interested in looking into creating a stipend for the community organizer for both Dandelion Day and Waste Diversion Day. This item will be added to the agenda for June 2018 as the budgetary process starts in August 2018. Mark O’Meara has added it to the list of budget items.

DANDELION DAY FOLLOW UP DISCUSSION
Ideas presented were:
- More t-shirts next year – there were only 5 kids t-shirts left which they will gift to the artist
- More signs on where to find things
- Another Farmers night out – panel with known producers
- Compost for sale – west Glenwood has an excess available for sale

Natalie thanked everyone for their participation in the event, and the E-board also thanked and commended Natalie for all of her hard work.

READ OUT & NEXT STEPS FROM E-BOARD PRESENTATION TO THE TRUSTEES – COLIN QUINN
Colin Quinn provided a summary of the Trustee’s work session presentation.

REPORTS & UPDATES
Colin Quinn thanked everyone for attending the meeting and emphasized the importance of quorum.

Patrick mentioned there are 2 alternate positions open on the E-Board.

Colin will send an email explaining that alternate positions are available and what the alternate role is.

ADJOURNMENT
The May 30, 2013, regular meeting adjourned at 8:12 p.m. The next regular meeting is scheduled on June 25, 2018 at 6:00 pm.

Respectfully submitted,
Angie Sprang
Board & Commissions Clerk
MINUTES
ENVIRONMENTAL BOARD
June 25, 2018

CALL TO ORDER
Kate Bolton called the meeting to order at 6:00 pm on June 25, 2018 in the Town Hall meeting room.

ROLL CALL
The following members were present for roll call:

E-board Members: Colin Quinn, Chairperson
Kate Bolton, Vice Chairperson
Patrick Hunter, Member
Becky Moller, Member
Sandy Marlin, Member
Garrett Fitzgerald, Member
Joseph Demoor, Member
Jim Kirschvink, Member
Scott Mills, Member

Town Staff Present: Angie Sprang, Board Administrator
Mark O'Meara, Town Liaison
Heather Henry, Trustee Liaison

Observers & Guests: Laurie Batchelder Adams, LBA Associates
Doug Goldsmith, Sales Mgr Mountain Waste

PERSONS PRESENT NOT ON THE AGENDA
There was no one present not on the agenda who wished to address the board.

CONSENT AGENDA
Motion Passed: Patrick Hunter moved to approve E-board meeting minutes from May 2018 with noted edits. Becky Moller seconded the motion, and it was unanimously approved.

Motion Passed: Colin Quinn moved to recommend Jose for alternate membership on the E-board. Garrett Fitzgerald seconded the motion, and it was unanimously approved.

WASTE ORDINANCE PRESENTATION AND DISCUSSION
Laurie provided the E-board with an overview of the information regarding Waste Hauling that is before the Trustee’s for consideration, see the Board of Trustee’s minutes dated May 8th, 2018 for details. Discussion ensued.

Points made were:
- There can be service options
• Recycling may be required
• Organics could be an option
• Prepaid sack could be an option for waste and/or yard waste in lieu of using multiple cans
• Trash collection pricing may be based on volume
• Collection pricing could be based on frequency of collection
• Save as you throw could be utilized – using different sized containers and rates can be set on the size of the container
• There is typically an increase in illegal dumping for the first 6-12 months with save as you throw
• There could be a single contract per the areas of Town with the goal of reducing costs for citizens
• Town provided services are an option
• Trash Hauling & Recycling will likely be required, and Organics offered
• Enforcement initially is the key to a successful program
• Data from haulers will be required (how much, & where it’s going)
• Residents who self-haul may or may not be exempted
• Subsidy could be an option where financial hardship, senior citizens, etc. are issue
• Concern was expressed for smaller haulers who may get squeezed out of the competitive market due to a single hauler model – the Town is exploring options for utilizing multiple haulers for different services
• Customer service is a key component of a hauler’s contract – reports could be required quarterly or semi-annual – that would be in addition to quantity reports
• Some companies don’t have the resources to fulfill the contract and sub-contract to the little guy
• It would be ideal if the entire valley didn’t wind up with the same single hauler giving them a monopoly & squeezing out the little guy competition
• There will be public feedback gathered at the farmers market and public open house in July 18th – there will be a robust public process
• Timeline for education and outreach - a report to the Trustee’s in August
• Save as you pay seems challenging to understand
• An ad campaign on Bears can be utilized to stress the importance of a single hauler with wildlife eversion
• Aspen, PitCo, and Basalt have save as you pay
• Waste may be contracted by district

The E-board will evaluate how this will impact or fit in with Waste Diversion Day. The E-board will provide input and discuss recommendations to the Trustees at their next E-board meeting.

**TOWN BUILDING CODE DISCUSSION**
Scott reiterated the information on the proposed adoption of an alternative pathway to the building code. Professional training would be a component offered by Scott
after adoption of the code which would give CEU's to professionals. Discussion ensued. Points made were:

- Working toward gaining support from the Town Manager & The Building Inspector would be ideal
- Staff may not wish to take on extra work load
- Staff takes direction from the Trustee’s & the code could potentially be pushed through the process by an E-board recommendation to the Trustee’s and their approval
- Scott will speak with the Town Manager & the Building Inspector regarding the proposed code

REPORTS & UPDATES
Patrick Hunter attend the E-board meeting in Snowmass, and there will be an informal get together of the Green Teams and E-boards throughout the valley to collaborate. Date TBD.

Patrick Hunter noted that the one-year anniversary of the Climate Action Plan is coming up and recommended the E-board review the goals to ensure the Town is staying on track.

ADJOURNMENT
The June 25, 2018, regular meeting adjourned at 8:00 p.m. The next regular meeting is scheduled on July 23, 2018 at 6:00 pm.

Respectfully submitted,
Angie Sprang
Board & Commissions Clerk
MINUTES
ENVIRONMENTAL BOARD
July 23, 2018

CALL TO ORDER
Colin Quinn called the meeting to order at 6:00 pm on July 23, 2018 in the Town Hall meeting room.

ROLL CALL
The following members were present for roll call:

E-board Members: Colin Quinn, Chairperson
Kate Bolton, Vice Chairperson
Patrick Hunter, Member
Becky Moller, Member
Sandy Marlin, Member
Garrett Fitzgerald, Member
Joseph Demoor, Member
Scott Mills, Member

Town Staff Present: Angie Sprang, Board Administrator
Mark O'Meara, Town Liaison
John Plano, Building Inspector
Heather Henry, Trustee Liaison

Observers & Guests: Alice Laird, Executive Director of CLEER

PERSONS PRESENT NOT ON THE AGENDA
There was no one present not on the agenda who wished to address the board.

CONSENT AGENDA
Motion Passed: Becky Moller moved to approve E-board meeting minutes from June 2018 with noted edits. Sandy Marlin seconded the motion, and it was unanimously approved.

BUILDING CODES & PROPOSED TRAINING FOR PERMIT APPLICATIONS ON ENERGY ISSUES
John Plano, Town Building Inspector, presented information on and provided a brief overview of current green building codes. John explained that the 2015 code adoptions are in process. Discussion ensued regarding building codes and proposed training for permit applications on energy issues. Points made were:

- Practical solutions that make sense is the desired result of this conversation
- There is momentum to move to the IGCC 2015 – Eboard would like to be involved in green code adoptions
- Training for contractors is supported
• Zero Energy code is about replacing energy code, not the green code or other code
• Going from the 2009 to the 2015 code will be a movement in the right directions
• Basalt and Fort Collins are moving toward the proposed Zero Energy code
• Communities in Colorado are not required by the state to have any particular building codes, so they must adopt their own
• Scott’s provides the training for the Zero Energy code and it’s paid for by the Town of Basalt
• Zero Energy training could be an alternative choice for contractors to take which would allow them an alternative to current energy codes in place – contractors would then be certified in the way contractors are certified for LEED and Best Test Certifications

Board members expressed support for 2015 code adoptions. The question of where the Zero Energy code and other alternative options fit into the 2015 code adoptions is yet to be determined. The climate action subcommittee will work on ideas for training of contractors, preferably online training options.

WASTE HAULER ORDINANCE
Colin opened discussion regarding waste hauler ordinance options. The board asked Allyssa her opinion about the Town having a single hauler.

Allyssa Rydell addressed the Board regarding the waste hauler ordinance. She reported that benefits would be the reduction of traffic on some streets and expressed concern for the removal of a competitive market. She feels that a single hauler contract would limit the opportunity for smaller haulers to grow. Doug agreed.

Discussion ensued & points made were:
• Concern for the pricing to raise in a few years due to the
• History proves that pricing tends to stay low and go down, sometimes pricing can increase (e.g. if the price in fuel raises)
• Costs could go down for a time and then can potentially raise when other haulers are no longer offering services in the area
• Pay/Save as you throw may be more ideal than single hauler

The board voted on the following items regarding the waste ordinance and was unanimously in support of (other than abstains noted):
• Supported with strong educational outreach, appropriate enforcement and quantifiable tracking of progress in all residential and commercial neighborhoods
• Applicability to residential customers in single-family dwellings & multi-family dwelling units to 7 units – also applicable to HOAs & organized neighborhoods
• Enforced actions to decrease wildlife attraction, and Limit truck traffic on streets to ONE day of the week, so it’s clear when trash is being picked up
• SAYT (Pay/Save as You Throw) volume-based customer pricing (3 abstain)
  o Concerns – socioeconomic difficulties for lower class w/costs going down for residents who live in RVR and are retired VS. the family or multiple families living together that are unable to reduce their trash
• Use of a single public contract per area of Town – No Support
• Mandatory recycling & voluntary composting service – No Support
• Exemptions for self-haulers & hardship conditions as appropriate - Moot

ADJOURNMENT
The July 23, 2018, regular meeting adjourned at 8:00 p.m. The next regular meeting is scheduled on August 27, 2018 at 6:00 pm.

Respectfully submitted,
Angie Sprang
Board & Commissions Clerk
MINUTES
CARBONDALE PARKS & RECREATION COMMISSION
May 9, 2018

Becky Moller called the Carbondale Parks & Recreation Commission meeting to order at 7:00 p.m. on April 11, 2018, in the Town Hall meeting room.

ROLL CALL
The following members were present for roll call:

Members:
Becky Moller, Chair
Tracy Wilson, Vice Chair
Hollis Sutherland, Member
John Williams, Member
Todd Chamberlin, Member

Town Staff Present: Eric Brendlinger, Parks & Recreation Director
Jessi Rochel, Rec Center and Program Manager

MINUTES APPROVAL
Tracy moved that we accept the minutes for the P&R Commission meeting from April 2018 with noted corrections. Seconded by Hollis. Unanimously approved.

PERSONS PRESENT NOT ON THE AGENDA
There was no one present not on the agenda who wished to address the board.

RED HILL TRAILS REPORT – PROPOSED TIMELINE REVIEW
Eric informed the Commission that the Red Hill Trails contracts were approved by the Trustees. The first meeting with the contract is next Tuesday. The entire public process will be laid out and scheduled at that meeting. The effort includes a strong Latino outreach program to ensure diversity in efforts and input. Discussion ensued about the company that will design and build the project. See the Board of Trustees regular meeting minutes and packet materials dated 5-8-18 for full details.

APPOINTMENT OF ALTERNATE PARKS & RECREATION POSITION
Chris Klingelheber, applicant for alternate membership, would like to be more in the community and has been in Town for 6 years. He’s been a teacher for 9 years and has worked for ski patrol over the past 3 years. He has a degree in Anthropology and has a strong interest in Parks and Recreation. Strengths Chris brings are listening and forming ideas in an openminded way. Teaching skills will come to use. Chris is interested in sub-committee volunteerism; including, pool initiatives. Chris enjoys mountain biking, enjoys pickleball, and enjoys hiking Red Mountain.

Other applications being considered based on past interviews are: (1) Ben Johnson, and (2) Rose Rossello.

Discussion ensued, and the commission agreed that all of the applicants were excellent candidates.

Kathleen moved to recommend Rose Rossello for alternate membership the P&R Commission and accept applications for a new member. Seconded by Todd. Unanimously approved.

SUB-COMMITTEE REPORT – FRIENDS OF CARBONDALE PARKS AND REC AQUATIC FACILITY ADVISORY COMMITTEE NEXT STEPS
Becky reported that the sub-committee met on May 8th in the evening. Out of five people - two people showed up, two were unable to participate due to scheduling conflicts, one will be unable to
participate. The pool planning grant deadline is in November, and the discussed alternative options for funding/fundraising plans. Until a planning grant is secured, it really doesn't make sense to push fundraising. To keep the momentum going for the pool, ads and flyers about planning grant progress information can be posted around and on the website. The sub-committee is open to helping with grant writing. Montrose, Colorado replaced their pool, and can potentially provide case study information which could be applicable to Carbondale's pool initiatives. Fruita, Colorado could also be a good pool related case study. Eric expressed that a planning grant would pay for a feasibility study that would provide applicable case study information. Eric did look further into an FMLD grant as an option. The commission would like to ask the Town to cover the costs of a pool planning grant, in the event that they are unable to secure grant funding prior to the end of 2018. In addition, professional fundraisers do feasibility studies to reveal the top investors in a geographical area. The commission discussed engaging in a professional fundraising feasibility study prior to engaging in planning initiatives.

Eric will do some research on pool feasibility study costs, and the commission will go from there.

REPORT AND UPDATES — STAFF AND COMMISSION MEMBERS
Becky — provided a brief update about the waste hauling conversation at the Trustee meeting on May 8th and encouraged the commission to take interest in the public process.

Eric – Pickleball was discussed at the Trustee meeting on May 8th. Eric provided an update to the commission, and the Town is exploring land options. Eric also provided a list of upcoming recreational events.

All members of the commission expressly stated that they are not in favor of the Darrien Tennis & Pickleball Courts being repurposed for single use as Pickleball Courts.

Tracy — Bondedale Bike Week is coming up next week.

ADJOURNMENT
The May 2018, regular meeting adjourned at 9:00 pm. The next regularly scheduled meeting is set for June 13, 2018 at 7:00 pm.

Respectfully submitted,
Angie Sprang
Board & Commissions Clerk
MINUTES
CARBONDALE PARKS & RECREATION COMMISSION
June 13, 2018

Becky Moller called the Carbondale Parks & Recreation Commission meeting to order at 7:00 p.m. on June 13, 2018, in the Town Hall meeting room.

ROLL CALL
The following members were present for roll call:

Members: Becky Moller, Chair
Tracy Wilson, Vice Chair
John Williams, Member
Todd Chamberlin, Member
Camy Britt, Alternate
Rose Rossello, Member
Ashley Alis, Member

Town Staff Present: Eric Brendlinger, Parks & Recreation Director
Jessi Rochel, Rec Center and Program Manager
Luis Yllanes, Board of Trustee’s Liaison
Angie Sprang, Boards & Commissions Clerk

MINUTES APPROVAL
Tracy moved to approve the minutes from the June 2018 P&R Commission meeting. Seconded by Todd. Unanimously approved.

PERSONS PRESENT NOT ON THE AGENDA
There was no one present not on the agenda who wished to address the board.

RED HILL TRAILS REPORT – ERIC CONCEPTUAL DESIGN OPTIONS
Eric reported that there was an excellent turn out and public feedback during the red hill trails public outreach events. The website is still open for written public comments through Friday 6/15. Once all feedback is compiled, an overall preferred option for trail design will be revealed. Eric presented each trail option briefly to the commission. Details regarding all three options are located online (https://www.redhillaccesstrails.com/).

Tracy made a motion to move forward with the conceptual design that includes three trails with a downhill only option for Mt. bikers with a potential combination of Option 1-a and Option 2 for this trail with a design that mitigates erosion and is appealing and useful. Seconded by Todd. Unanimously approved.

Camy Britt’s alternate membership term expires this month. Discussion ensued.

Todd moved to recommend Camy for one more year as a member on the P&R Commission. Seconded by Ashley. Unanimously approved.

REPORT AND UPDATES – STAFF AND COMMISSION MEMBERS
Eric – Carbondale middle school and the resource center received a grant providing incoming 6th – 8th graders to have a summer pass at the recreation center and pool. The grant is in place for 3 years, and it’s being offered to 280 kids this summer. Farmers market started today. The first concert in the park of the season happened on Sunday and around 250 people were in attendance.

Eric – Repurposing the tennis courts isn’t possible but the IGA in place will not allow the repurposing. Therefore, at this time talks happening to explore other locations for the project.
Jessi – summer is in full swing for the recreation center. The Recreation Center is beginning to retire old equipment and replace it with new. Monthly admittance for the pool is up from 2017. Comparatively, in May 2017 – 152 people were admitted to the pool, in May 2018 – 266 people were admitted to the pool. For the first 13 days in June 2017 – 722 people were admitted to the pool, and in the first 13 days in June 2018 – 1117 people were admitted to the pool. The heater broke on the pool, has been repaired, and is now operational.

Luis – reported that the rec center bond refinancing was approved at the last trustee meeting, and the savings over the life of the loan is $58K.

PARKS TOUR – PRESENT PROJECTS, FUTURE PROJECTS, BUDGETING PRIORITIES
The parks and recreation commission members embarked on their annual parks tour by van. The following points were made during the tour.

Colorado Meadows Park
- Park is in good shape
- No restroom noted

Red Hill Visit
- Eric provided an overview of the trail options

Gateway RV Park
- Improvement 50-amp service upgrade was quoted at $140K, currently at 30-amp service
- Water storage well recently installed to improve water pressure for RV-ers
- Fire restrictions are extended to RV park

Miner’s Park
- 1984 built, 2nd oldest park
- Vandalized last week, tunnel destroyed and had to remove
- 1985 restroom scheduled to receive a new roof and solar panel retro fitting, funded by an FMLD grant which is also for Sopris park bathroom remodel, $25K FMLD grant
- Turf on soccer field contingent upon water/drought conditions

Hendricks Dog Park
- Community garden lots are full
- Stephanie Riverman in Pro Tem Manager of the community garden lots
- 2019 dog agility course approximately $5K

Hendricks Park
- Park and bathrooms built in 1996
- Rolling terrain needs to be top dressed and re-seeded, which is contingent upon the water/drought conditions

Thompson Park/Thompson House Museum
- History Colorado grants have been underway to make improvements to the foundation, grounds, porch, and second story of the Thompson House
- The Town has taken over the management of the Thompson House

Feritage Park Garden
- Sustainability CMC program is creating a permaculture garden on the property
- Newest restrooms which are approximately 2-3 years old

Triangle Park
- Built 1998
- Equipment rusty metal exposed
- Rubber peeling
- Open holes @ heights children could potentially fall from heights
- Broken ‘Stage Coach’
- Dilapidated bobble horse
- Bathrooms 2006 good condition
- Park built by RVR and is contractually to be maintained by RVR – Town Staff has reached out to RVR and will reach out to RVR again regarding conditions
North Face Soccer Field
  • Lots of multi-use and events making it unsuitable for pickle ball
  • Fire district land is reserved for future fire district use and will not be suitable for pickle ball courts
Nuche Park (fka Bull Pasture Park)
  • Cars could be blocked out with boulders
Snowmass Drive Improvements
  • Sidewalk/bike multi-use path currently being installed

ADJOURNMENT
The June 13, 2018, regular meeting adjourned at 9:20 pm. The next regularly scheduled meeting is set for July 11, 2018 at 7:00 pm.

Respectfully submitted,
Angie Sprang
Board & Commissions Clerk
CORE & CARBONDALE 2018:

WORKING TOGETHER, WE ADVANCE "CORE VALUES"

CLEAN AIR
SUSTAINABLE ENERGY
STABLE CLIMATE
STRONG ECONOMY
HEALTHY COMMUNITY

WE SUPPORT YOUR ENERGY GOALS:

Our work helps to meet the goal of XX% reduction by XXXX. Together we eliminated 162 metric tons of carbon dioxide equivalent,* as much as:

- 35 Cars Off the Road
- OR
- 24 Homes Off the Grid
- 191 Acres of Forest

WE GET WORK DONE:

- $75,778 Provided
- $36,800 Grants paid
- $46,241 Secured from Partners

WE BENEFIT YOUR COMMUNITY:

We help save money and energy for homeowners, renters, low-income households and businesses.

- 31 Homes Improved = 347,659 kBTU Saved
- 6 Businesses Improved = 108,266 kBTU Saved
- 29 Home Energy Assessments Completed

WE BOOST YOUR ECONOMY:

- $38 Average Savings Per Home
- $425 Average Savings Per Business
- $1.25m Generated in Economic Activity

*Energy and carbon savings are estimated