CARBONDALE BOARD OF TRUSTEES  
REGULAR MEETING  
MARCH 14, 2017  
CARBONDALE TOWN HALL  
511 COLORADO AVENUE  
6:00 P.M.  

STUDENT OF THE MONTH  
AWARD

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<th>TIME*</th>
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<tr>
<td>6:10</td>
<td>1. Roll Call</td>
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| 6:10  | 2. Consent Agenda  
  a. Accounts Payable  
  b. BOT 2/21/17 Work Session Minutes  
  c. BOT 2/28/17 Regular Meeting Minutes  
  d. Nettle Creek Fire Mitigation Bid  
  e. Letter of Support – Stream Gauge Special Permit Application – Nettle Creek  
  f. Liquor License Renewal Application – Pop’s Liquor  
  g. Liquor License Renewal Application – Pour House  
  h. Environmental Board – Waste Diversion Day; Expenditure of Funds – Ad in Fashion Show Brochure  
  i. Bike, Pedestrian & Trails Commission – Recommendations for Reappointment | ATTACHMENT A  
ATTACHMENT B  
ATTACHMENT C  
ATTACHMENT D  
ATTACHMENT E  
ATTACHMENT F  
ATTACHMENT G  
ATTACHMENT H  
ATTACHMENT I  
BOT Action Desired |
| 6:15  | 3. Persons Present Not On The Agenda | |
| 6:25  | 4. Trustee Comments | |
| 6:35  | 5. Attorney’s Comments | |
BOT Action Desired |
| 6:45  | 7. Special Event Liquor License – Blue Lake Preschool | ATTACHMENT K  
BOT Action Desired |
| 6:50  | 8. Bike/Pedestrian/Trails Commission – Priority Corridors and Priority After Dark Corridors | ATTACHMENT L  
BOT Action Desired |
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<td>9. Neo Fiber Study</td>
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<td>11. Holy Cross Undergrounding Project</td>
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<td>12. RFTA Long-Term Planning Process Update</td>
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<td>9:00</td>
<td>13. Administrative Reports/Correspondence</td>
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<td>a. Planning and Zoning 2/9/17 Minutes</td>
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<td>b. Bike, Pedestrian &amp; Trails Commission 2/6/17 Minutes</td>
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<td>c. Carbondale Public Arts Commission 1/4/17 Minutes</td>
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<td>d. Environmental Board 1/23/17 Minutes</td>
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<td>e. Community Grant Thank You Letters</td>
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* Please note: times are approximate
Board of Trustees Agenda Memorandum

Item No: Attachment A

Meeting Date: 03.14.17

TITLE: Accounts Payable

SUBMITTING DEPARTMENT: Finance

ATTACHMENTS: Accounts Payable for 03.14.17

DISCUSSION: The accounts payable include payment for repairs to the variable frequency drive of $7,419.25. Crack seal material was purchased from GMCO for $12,173.76.

The payroll for 3.10.17 was $141,017.22. Tax liability for the town was $7,982.32. Pension and Retirement liability was $9,537.57.

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

Renae
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**Total:**

262.43

**Grand Totals:**

94,891.70
MINUTES
CARBONDALE BOARD OF TRUSTEES
WORK SESSION
FEBRUARY 21, 2017

CALL TO ORDER:

Mayor Dan Richardson called the Board of Trustees Work Session to order on February 21, 2017 at 6:00 p.m. in the Town Hall meeting room.

The following members were present:

Mayor

Dan Richardson

Trustees

Frosty Merriott

Katrina Byars

Heather Henry

Ben Bohmfalk

Marty Silverstein

Erica Sparhawk

Staff Present:

Town Manager

Jay Harrington

Town Clerk

Cathy Derby

Attorney

Mark Hamilton

Utilities Director

Mark O'Meara

Recreation Director

Eric Brendlinger

Planning Director

Janet Buck

PLANNING & ZONING ANNUAL CHECK-IN

The Board met with the Planning & Zoning Commission (P&Z) for their annual check-in.

The following points were made:

• The P&Z recently accomplished adoption of the Unified Development Code (UDC); and they updated the Zoning District Map.
• The P&Z is utilizing the UDC in reviewing land use applications. Citizen comments on the UDC have been favorable. A lot of ADU’s are being processed at staff level.
• The following large projects are under review: Carbondale Marketplace; 1st Bank; Roaring Fork School District Employee Housing; and Stein Mini-Storage Annexation.
• P&Z reviewed the housing RFP. The Town is going to wait and see what happens with the regional housing study before the Town acts on its own study.
• P&Z discussed short-term housing at three public meetings and held 2 public hearings on the issue. They felt that short-term rentals would be difficult to track and enforce so they recommended that they operate business as usual. Trustee
Byars stated that it is important to address the impacts of converting employee work force housing to short-term rentals. Staff should look at pro-forma and tax revenue and the Board will then revisit this matter in the fall/winter.

- P&Z is considering the following UDC revisions: revise variance criteria – grant variances for community or public benefit rather than hardship. Jay and Mark stated that they should use caution because there could be legal impacts; they would also like to revisit minimum lot area per dwelling unit (density).
- PUD’s – Staff will create a PUD matrix which will include zoning, standards and fees and a list of variances associated with each PUD.

Philip Jeffreys, Aspen Skiing Company Project Manager, gave a presentation on tiny houses. Philip stated the Ski Co has installed several trailer coaches (tiny houses) on six acres at the Aspen Basalt Campground. They chose the trailer coaches due to the speed of delivery, cost efficiency, they are extremely high quality, they are resource efficient and innovative.

**PARKS & RECREATION COMMISSION ANNUAL CHECK-IN**

The Board met with the Parks and Recreation Commission for their annual check-in.

Eric informed the Board that the Commission has established their goals for 2017. The following points were made:

- The Commission is utilizing the Parks Master Plan to set priorities and make budgetary decisions.
- The Commission is addressing financial stability and sustainability – they would like to undertake a public awareness campaign to buy local. They have considered creating a foundation and they are considering ways to solicit donations.
- They are focusing on maintaining our existing amenities.
- The Commission is working collaboratively with the Bicycle, Pedestrian and Trails Commission to fill the gaps in the trails network.
- The Commission is partnering with the Colorado Parks and Wildlife Department to schedule a work day to create an additional boat ramp tie off and new launch area.
- The Commission would like to participate in an on-going effort to restore the banks of the Crystal River.

**GARFIELD CLEAN ENERGY – CLIMATE ACTION PLAN REVIEW**

Members of the CLEER AND CORE staff were present at the meeting.

Trustee Sparhawk explained that the purpose of the Plan is to update the goals and strategies of the 2006 Carbondale Energy and Climate Protection Plan.

The community of Carbondale spends over $7 million annually on building energy use.
CLEER held three Citizen Advisory Group workshops. Also, the Environmental Board provided extensive input.

Discussion ensued.

The Board inquired about the measureable progress to date. Erica stated that CO2 emissions have been reduced 25% since 2005, with 35% projected by 2020. The Board asked how much did this effort cost? GCE staff did not know.

The major goal is for Carbondale to be carbon neutral by 2050. GCE’s memo provided targets for emission reduction. GCE staff asked the Board if they believe the proposed targets are realistic. Mayor Richardson responded he feels that carbon neutrality should be a vision rather than a goal because there is no proper definition. The Board did not reach consensus on emission targets but they did agree that we need measureable, achievable, accountable numbers.

Trustee Henry posed the question should we be focusing on resiliency to climate change impacts (fires, floods, etc.) and job creation in environmental fields rather than focusing on emission targets.

The Board agreed that another work session is needed. The work session has been scheduled for April 18th.

**ADJOURNMENT**

The February 21, 2017 work session adjourned at 9:15 p.m. The next regular scheduled meeting will be held on February 28, 2017, at 6:00 p.m.

APPROVED AND ACCEPTED

__________________________
Dan Richardson, Mayor

ATTEST:

__________________________
Cathy Derby, Town Clerk
MINUTES
CARBONDALE BOARD OF TRUSTEES
REGULAR MEETING
FEBRUARY 28, 2017

CALL TO ORDER:
Mayor Dan Richardson called the Board of Trustees Regular Meeting to order on February 28, 2016, at 6:00 p.m. in the Town Hall meeting room.

ROLL CALL:
The following members were present for roll call:

Mayor
Trustees
Ben Bohmfalk
Katrina Byars
Marty Silverstein
Frosty Merriott
Erica Sparhawk
Absent
Heather Henry
Staff Present:
Town Manager
Jay Harrington
Town Clerk
Cathy Derby
Town Attorney
Mark Hamilton
Planning Director
Janet Buck
Finance Director
Renae Gustine

CONSENT AGENDA

- Accounts Payable totaling $114,291.78
- BOT 2/14/17 Regular Meeting Minutes
- S.P. Carbondale Retail Marijuana Store Renewal Application
- Liquor License Renewal – Mi Casita

CONSENT AGENDA

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

6: yes votes: Bohmfalk, Silverstein, Richardson, Merriott, Sparhawk, Byars
PERSONS PRESENT NOT ON THE AGENDA

Scott Mills, Deer Run, Carbondale, and a member of the Environmental Board, asked the Trustees to consider undertaking energy improvements to Town municipal buildings. He provided the Board with a list of action items for the buildings.

TRUSTEE COMMENTS

Trustee Sparhawk informed the Board that she attended the Third Street Center Board meeting. They are undergoing a LED retrofit and they are doing a daylighting project in the gym which will change the space dramatically. They are trying to raise $70,000 to fund the project. Jay noted that they applied for a FMLD grant for the LED retrofit but it wasn't funded.

Trustee Silverstein stated that a self-defense class was scheduled at the Recreation Center but it was cancelled because there were not enough people. They rescheduled it in March.

Trustee Silverstein stated that people have been asking him why there are no horse drawn carriages on First Friday anymore. Jay stated that the carriage drivers need insurance.

Trustee Bohmfalk requested a work session on increasing mobility.

Trustee Bohmfalk stated that immigration enforcement is a big concern in town. He was encouraged to see Chief Schilling reiterate that the police are not immigration enforcement officers and Trustee Bohmfalk doesn't want this to change without a discussion because it would need to be a policy change.

Trustee Silverstein congratulated the Roaring Fork peace officers for arresting the robbery suspects without incident.

Mayor Richardson announced that Rob Windham has been promoted to Sergeant.

ATTORNEY'S REPORT

The attorney did not have any comments.

SPECIAL EVENT LIQUOR LICENSE – RIVER BRIDGE REGIONAL CENTER

River Bridge Regional Center has applied for a Special Event Liquor License for their annual fundraiser to be held at the River Valley Ranch barn. All fees have been paid and the Police Department has reported no problems with the applicant or the premises.
Trustee Bohmfalk made a motion to approve River Bridge Regional Center’s Special Event Liquor License Application. Trustee Sparhawk seconded the motion and it passed with:

6 yes votes: Byars, Bohmfalk, Richardson, Silverstein, Sparhawk, Merriott

ORDINANCE NO. 4, SERIES OF 2017 – APPROVING AMENDED ZONING MAP

Janet Buck explained that the Zoning District Map was last updated in 1993. The map will be incorporated in the Uniform Development Code (UDC). Nathan Baier, the map’s designer, stated the map does not require software or specific knowledge to operate it. It will be housed on the Town website.

Discussion ensued.

Trustee Bohmfalk asked if staff received input from citizens. Janet answered Planning & Zoning (P&Z) held a public hearing but no one from the public attended.

Janet noted that this will be a living document, it will continue to evolve and will be updated as zoning changes.

Trustee Byars stated that she would like a static map to be placed on the website as well; everyone agreed.

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

Trustee Byars made a motion to approve Ordinance No. 4, Series of 2017 approving the adoption of the Zoning District Map. Trustee Silverstein seconded the motion and it passed with:

6 yes votes: Byars, Richardson, Silverstein, Sparhawk, Merriott, Bohmfalk

ORDINANCE NO. 5, SERIES OF 2017 – CITY MARKET EXTENSION OF FINAL PLAT RECORDATION

Jay explained that City Market has asked for a 60 day extension to record their subdivision plat. Jay noted that the engineering for the project has been completed and the building plans have been reviewed by staff. The project has been delayed because City Market has not closed on the property.

Trustee Byars asked about the time frame for opening. Jay responded it depends upon the real estate closing.
Trustee Meeting Minutes
February 28, 2017

Trustee Byars made a motion to approve Ordinance 5, Series of 2017 approving an extension of the deadline to April 28, 2017, to record a final subdivision plat for the Carbondale Marketplace Subdivision. Trustee Sparhawk seconded the motion and it passed with:

6 yes votes: Silverstein, Richardson, Bohmfalk, Marriott, Byars, Sparhawk

BOT PRIORITIES FOR CARBONDALE ENERGY ENVIRONMENTAL PROGRAMS

Trustee Sparhawk disclosed that she works for CLEER. She asked the Board since we are discussing priorities is it OK to stay? The Board responded yes. Maisa Metcalf, a CLEER employee, was also present at the meeting.

Jay told the Board that the Town has $50,000 for Carbondale specific programming. Maisa asked the Board to identify their priorities.

Discussion ensued.

The Board agreed to allocate $15,000 to successful income-qualified (low income) programs. The Board also directed CLEER staff to provide a memo prioritizing spending of the $35,000 on the most cost effective programs. This issue has been scheduled for discussion on March 14, 2017.

CORE – 2016 UPDATE

Marty Treadway and Brad Davis, representing CORE, were at the meeting,

Marty updated the Board on CORE’s 2016 accomplishments outside of the membership realm.

The accomplishments include:

Grants: The Randy Udall Grant is CORE’s largest grant, offering up to $200,000 for projects. In 2016 no Randy Udall Grants were awarded. However, CORE paid out $60,000 for projects from the previous year.

Design Assistance Grants: awarded two (2) grants for a total of $20,000.
Community Grant: awarded a total of $46,623
Net Zero Grants: awarded seven (7) grants for a total of $28,000.

Residential Assessment and Rebates:

CORE funds provided $47,491 in residential assessments and rebates while partner funds leveraged $12,722
Commercial Rebates:

CORE funds provided $21,845 in commercial rebates while partner funds leveraged $6,133.

**DISCUSSION ON COMMUNITY SURVEY**

Jay stated that at a previous meeting Mayor Richardson requested a discussion on the Town undertaking a community survey.

Mayor Richardson asked if we decide to do a survey how do we do it? How often do we do it? Do we create the survey in house or do we pay a professional to create it? Should it be web based? He asked the Board to provide feedback to his questions.

Trustee Byars suggested reaching out to the community only when we have a specific issue.

Trustee Silverstein is in favor of undertaking a survey in the near future. We should budget accordingly.

Trustee Merriott suggested incorporating the Chamber and Tourism Board.

Trustee Bohmfalk stated he is not feeling a big need as the Trustees are in touch with the community. During the election a lot of the candidates knocked on doors and heard from the community. Trustee Sparhawk agreed that a survey is not a high priority.

Mayor Richardson stated he doesn’t want any more tax questions placed on the ballot without initiating a survey first. Mayor Richardson asked his fellow Trustees to solicit feedback on the need of a survey from the boards they serve on.

**BOARD AND COMMISSION REPRESENTATION**

Mayor Richardson explained that traditionally following an election or appointment of a new Trustee (Trustee Sparhawk) the Board holds a discussion to decide who will serve on the boards/commissions requiring Trustee representation. The following changes were made:

Trustee Sparhawk is the Third Street Center Board member, Jay is the alternate. Mayor Richardson is the RFTA representative, Trustee Bohmfalk is the alternate. Trustee Sparhawk is the Parks & Recreation representative.
APPOINTMENT OF MAYOR PRO TEM

Trustee Silverstein made a motion to appoint Trustee Merriott as Mayor Pro Tem. Trustee Byars seconded the motion and it passed with:

6 yes votes: Byars, Bohmfalk, Merriott, Richardson, Sparhawk, Silverstein

EXECUTIVE SESSION

At 8:25 p.m. Trustee Byars made a motion to go in to an Executive Session for a conference with Special Legal Counsel for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b) – Thompson Dive Protection: SG Interests Complaint in federal court re: BLM Lease Cancellation. Trustee Silverstein seconded the motion and it passed with:

6 yes votes: Bohmfalk, Merriott, Richardson, Sparhawk, Silverstein, Byars

At 9:05 p.m. Trustee Byars made a motion to adjourn the Executive Session and return to the regularly scheduled meeting. Trustee Sparhawk seconded the motion and it passed with:

6 yes votes: Merriott, Richardson, Sparhawk, Silverstein, Byars, Bohmfalk,

ADJOURNMENT

The February 28, 2017, regular meeting adjourned at 9:05 p.m. The next regularly scheduled meeting will be held on March 14, 2017 at 6:00 p.m.

APPROVED AND ACCEPTED

________________________________________
Dan Richardson, Mayor

ATTEST:

________________________________________
Cathy Derby, Town Clerk
Board of Trustees Agenda Memorandum

Item No:  2
Attachment: D
Meeting Date: March 14, 2017

Title: Nettle Creek Fire Mitigation Bid

SUBMITTING DEPARTMENT: Utilities

ATTACHMENTS: Bid documents and contract for construction

BACKGROUND:

Wildland fire mitigation at the Nettle Creek Treatment Plant is considered to be a high priority item in the Town's Watershed Protection Plan dated March 2015. During the planning phase of the Watershed Plan, a site visit was held with the plan stakeholders along with representatives from the neighbors and the USFS. The results of this meeting were incorporated into the Watershed Plan and also included in the 2016 departmental budget for implementation.

The exterior wood lap siding on the treatment plant building is prone to ignition from sparks and embers in the event of a fire. This, along with the amount of fire supporting ladder fuels in the vicinity prompted improvements to the building. This project will implement a series of measures to protect the treatment plant and to incorporate fire mitigating appurtenances in the event of a wild fire.

The Nettle Creek Plant was built in 1977 with the addition of the existing filtration system and additional building constructed in 1996. The original building was left in place and the newer filtration building was added on to the original structure.
The two buildings were tied together with a hallway connection. The roofing of the two buildings remained separate.

The plan for the siding includes removal of the existing lap siding, installing insulation to the exterior, then install metal COR 10 metal siding. The insulation is expected to increase the efficiency of the building for maintaining a more comfortable environment for operations, and reduce heat loss. It is common during the summer months that the heaters remain in operation.

The existing roof structure will be rebuilt with a new corrugated metal roofing system. The new roof will work as a system for the building rather than three independent add on assemblies.

In addition to the treatment plant building, a fire hydrant is planned to be installed on the 10 inch raw water line from South Nettle Creek on the east (uphill) side of the road adjacent to the building. The fire hydrant should be capable of providing water for fire hose hook up, and pumper truck filling. It is anticipated that the available flow from the hydrant can match the available flow to the filters with 400 gallons per minute minimum.

In November 2015, an application for a Tier 1 Department of Local Affairs (DOLA) Energy and Mineral Impact Assistance Fund grant was filed with DOLA to seek financial assistance to implementing the following:

- Replace the siding on the Nettle Creek Treatment plant with a fire retardant metal siding.
- Install a fire hydrant on the raw water line from South Nettle Creek to provide a readily accessible water supply to extinguish any approaching fire.
- Improve the roof system on the building to allow for safe conditions and reduce the snow load impacts on the building exterior.

The Town received an approval notification from DOLA to proceed with an awarded grant for this work in February, 2016. The grant amount is $118,153. The contract completion date for the work was initially March 31, 2017. This has been extended to November 30, 2017.

The project initially was advertised for Request for Proposals in August 2016. Due to the high demand for contractors at that time, there was no response for the project. Staff reached out to local contractors via e-mail correspondence after the initial advertisement with responses stating that the project was more than their schedules allowed prior to the winter season at an elevation of 6870 ft. The Town advertised again for request for proposals in January 2017 for work to begin as soon as the snow recedes enough to begin the work.
DISCUSSION:

A pre bid meeting was held for prospective contractors on February 8, 2017 to discuss the project and answer questions pertinent to the scope. This meeting was attended by four contractors. The pre bid meeting discussed an alternate for replacement of the roof on the old section of the building. The bid submittal date was initially set for February 21, 2017. Bids were not received on February 21st, thus, the date was extended to March 8, 2017.

On March 8, 2017 two bids were received of which one met the criteria of the bid submittal specifications. The bids received were for the amounts of $210,038.00 and $247,900. The higher bid was submitted late and did not meet the requirements of the bid submittal.

The bid for $210,038 was submitted by PNCI Construction which includes the price for the alternate roof replacement.

FISCAL ANALYSIS
The Tier I Grant through DOLA is a matching funds grant with a contracted amount of $236,306. To date we have submitted a pay request for $7,338.00. The remaining funds available through granting this extension amount to $228,968

RECOMMENDATION
Staff recommends the Board of Trustees to authorize the Town to proceed with a contract to be signed by the Mayor for the fire mitigation work at the Nettle Creek treatment plant.

Prepared By: Mark O'Meara, Utility Director

Town Manager
<table>
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<tr>
<th>Item</th>
<th>Quantity</th>
<th>Units</th>
<th>Description</th>
<th>Unit Price - Words</th>
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<td>7</td>
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<td>8</td>
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<td>9</td>
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<td>Remove Single Phase Power Supply</td>
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<tr>
<td>10</td>
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<td>EA</td>
<td>Add Door between Lab and Addition</td>
<td>$5,334.00</td>
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**TOTAL BASE BID** $179,538.00

**Written Words**

**Bid Alternate #1**

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**Bid Alternate #2**

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<td>EA</td>
<td>Replace Skylights with Solar Shades</td>
<td>$8,500.00</td>
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BASIS OF BID (NOT APPLICABLE)

4.02 Bidder will complete the Work in accordance with the Contract Documents and Section 01025 Measurement and Payment for the following price(s):

Bid Item #1 – Building Addition & Re-Siding
Lump Sum Price: one hundred seventy nine thousand five hundred thirty eight dollars and no cents ($179,538.00)

Bid Alternate #1 – New Roof
Lump Sum Price: twenty two thousand dollars and no cents ($22,000.00)

Bid Alternate #2 – Replace Skylights
Lump Sum Price: eight thousand five hundred dollars and no cents ($8,500.00)

Total of All Bid Items
Two hundred ten thousand thirty eight dollars and no cents ($210,038.00)

All specified cash allowances are included in the price(s) set forth above, and have been computed in accordance with Paragraph 11.02 of the General Conditions.

ARTICLE 5 – TIME OF COMPLETION

5.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

5.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 6 – ATTACHMENTS TO THIS BID

6.01 The following documents are submitted with and made a condition of this Bid:
   A. Required Bid security in the form of __________;
   B. List of Proposed Subcontractors;
   C. List of Project References;
   D. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such license within the time for acceptance of Bids;
SECTION

AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONSTRUCTION CONTRACT

THIS AGREEMENT is by and between Town of Carbondale ("Owner") and PNIC Construction, Inc.

Owner and Contractor hereby agree as follows:

ARTICLE 1 –

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

The project generally consists of adding approximately 131 sqft of storage space, 200 sqft of roof, replacing all siding on the 2,700 sqft building and adding a fire hydrant.

ARTICLE 2 – THE

2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

Nettle Creek Water Treatment Plant building Siding Replacement & Repair

ARTICLE 3 –

3.01 The Project has been designed by SGM (Engineer), which is to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT

4.01 Time of the Essence

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 Days to Achieve Substantial Completion and Final Payment

A. The Work will be substantially completed within 30 days after the date when the Contract Times commence to run as provided in Paragraph 2.03 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions within 45 days after the date when the Contract Times commence to run.

4.03 Liquidated Damages

A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial loss if the Work is not completed within the
specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner $500 for each day that expires after the time specified in Paragraph 4.02 above for Substantial Completion until the Work is substantially complete.

After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owner, Contractor shall pay Owner $100 for each day that expires after the time specified in Paragraph 4.02 above for completion and readiness for final payment until the Work is completed and ready for final payment.

ARTICLE 5 – CONTRACT

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraph 5.01.A below:

A. For all Work other than Unit Price Work, a lump sum of: $210,038.00

All specific cash allowances are included in the above price in accordance with Paragraph 11.02 of the General Conditions.

ARTICLE 6 – PAYMENT

6.01 Submittal and Processing of Payments

A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 Progress Payments; Retainage

A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 30th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions.
   a. 90 percent of Work completed (with the balance being retainage).

   b. 90 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed, less such amounts as Engineer shall determine in accordance with Paragraph 14.02.B.5 of the General Conditions and less 200 percent of Engineer’s estimate of the value of Work to be completed or corrected as shown on the tentative list of items to be completed or corrected attached to the certificate of Substantial Completion.

C. Per Colorado Revised Statute 24-91-103, the contractor may elect to substitute securities in lieu of retainage. Securities must be in a form acceptable to Owner.

6.03 Final Payment

A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

B. Lien waivers shall be submitted by prime Contractors and all second tier Subcontractors prior to issuance of final payment.

C. Any Liquidated Damages payable by Contractor may, at Owner’s election be deducted from any amounts owed to Contractor. In the event no funds are due Contractor at a time when Contractor becomes liable to Owner for Liquidated Damages, then Contractor agrees to pay all accrued Liquidated Damages to Owner on the first (1st) day and on the fifteenth (15th) day of each month when Contractor is liable to Owner for Liquidated Damages, Permitting Contractor to continue and finish the Work or any part thereof after the deadline for completion of the Work shall not act as a waiver of these Liquidated Damages provisions.

D. The aggregate liability of Contractor to pay Liquidated Damages pursuant to this section shall not exceed an amount equal to fifty percent (50%) of the Contract Price. This Section shall not be construed to limit Contractor’s other obligations or liabilities arising under or in connection with this Contract.

E. In the event that this section conflicts with any other provisions regarding liquidated damages within the Contract Documents, this section shall control.

ARTICLE 7 –

7.01 All moneys not paid when due as provided in Article 14 of the General Conditions shall bear interest at the rate of 1 percent per annum.

ARTICLE 8 – CONTRACTOR’S

8.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.

B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.

D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities), if any, that have been identified in Paragraph SC-4.02 of the Supplementary Conditions as containing reliable "technical data," and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in Paragraph SC-4.06 of the Supplementary Conditions as containing reliable "technical data."

E. Contractor has considered the information known to Contractor; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Contract Documents; and (3) Contractor's safety.

F. Based on the information and observations referred to in Paragraph 8.01.E above, Contractor does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.

G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.

H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.

I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

ARTICLE 9 – CONTRACT

9.01 Contents

A. The Contract Documents consist of the

1. This Agreement (pages 00520-1 to 00520-8, inclusive).


3. Payment bond (pages 00615-1 to 00615-4, inclusive).

4. Other bonds (pages N/A to N/A, inclusive).

5. General Conditions (pages 00700-1 to 00700-68, inclusive).
6. Supplementary Conditions (pages 00800-1 to 00800-11, inclusive).

7. Specifications as listed in the table of contents of the Project Manual.

8. Drawings consisting of 5 sheets with each sheet bearing the following general title: Nettle Creek Water Treatment Plant.

9. Addenda (numbers 1 to 2, inclusive).

10. Exhibits to this Agreement (enumerated as follows):

   a. Contractor's Bid (pages 1 to 2, inclusive).

   b. Documentation submitted by Contractor prior to Notice of Award (pages 1 to 2, inclusive).

   c. List of other required documents:

      1) Nettle Creek Water Treatment Plant Building Siding Replacement & Repair

11. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:

   a. Notice to Proceed (pages 1 to 2, inclusive).

   b. Work Change Directives.

   c. Change Orders.

B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).

C. There are no Contract Documents other than those listed above in this Article 9.

D. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

ARTICLE 10 –

10.01 Terms

A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 Assignment of Contract

A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to
an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 Successors and Assigns

A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 Severability

A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 Contractor's

A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:

1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;

2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;

3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and

4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

10.06 Other

1. Not Used
IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement. Counterparts have been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

NOTES TO USER
See IB-21, Signing of Agreement

This Agreement will be effective on____(which is the Effective Date of the Agreement).

OWNER:

Town of Carbondale

By: ____________________________
Title: ___________________________

Attest: __________________________
Title: ___________________________

Address for giving notices:

Town of Carbondale
511 Colorado Avenue
Carbondale, CO 81623

CONTRACTOR

PNCI Construction, Inc.

By: ____________________________
Title: ___________________________

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: __________________________
Title: ___________________________

Address for giving notices:

PNCI Construction, Inc.
553 251/2 Road
Grand Junction, CO 81505

License No.: __________________________

(Where applicable)

Agent for service of process:

__________________________________
Board of Trustees Agenda Memorandum

Item No: 2
Attachment: E
Meeting Date: March 14, 2017

Title: Letter of Support for Stream Gauge, USFS Special Use Permit

SUBMITTING DEPARTMENT: Utilities

ATTACHMENTS: Letter of Support

BACKGROUND:
The Roaring Fork Conservancy has approached the Town for permission to install a stream gauge on the bridge crossing the Crystal River at Nettle Creek. This is considered a strategic location for flow measurement in the river. The Town owns the bridge which is conditioned through a special use permit with the US Forest Service.

DISCUSSION:
This station will be incorporated in the special use permit renewal which has not been released to date for the Nettle Creek treatment plant and associated appurtenances. The gauging station will allow for more discrete information on the dynamics of the river flows from the Avalanche Creek station to the gauging station at the fish hatchery.

FISCAL ANALYSIS
The gauging station will have no financial impact to the Town budget.
RECOMMENDATION

Staff recommends for the Board to authorize the Mayor to sign the letter of support for the installation of the gauging station.

Prepared By: Mark O'Meara, Utility Director

__________________________
Librarian

__________________________
Town Manager
March 14, 2017

United States Forest Service
Aspen-Sopris Ranger District
620 Main Street
Carbondale, CO 81623
Attention: Jim Kirschvinck

RE: Nettle Creek Bridge Stream Gage Special Permit Application

Dear Jim Kirschvinck:

Roaring Fork Conservancy is requesting a special use permit from the Forest Service to install stream gaging equipment on the Nettle Creek Bridge crossing the Crystal River in the Aspen-Sopris Ranger District. The Town of Carbondale built the Nettle Creek Bridge with permissions from USFS, and therefore, has special interest in this application.

Town of Carbondale supports this special use permit application and grants permission for the Roaring Fork Conservancy to install stream gaging equipment on the Nettle Creek Bridge if said permit is granted.

Sincerely,

Dan Richardson
Mayor
To: Mayor Dan Richardson and
Carbondale Board of Trustees

From: Gene Schilling
Chief of Police, Carbondale Police Department

Ref.: Liquor License Renewal for Pop’s Liquors, Inc.

Date: February 28, 2017

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

Thomas William Yerke / Owner & Manager

I have found no in-house liquor violations. The State Liquor Division conducted compliance checks March 1, 2016 and Pop’s Liquors passed.

I recommend the approval for the liquor license renewal.
**Retail Liquor or 3.2 Beer License Renewal Application**

**Pop's Liquors**  
PO Box 1363  
Carbonado CO 81623

### Licensee Name

**Pop's Liquors Inc.**

<table>
<thead>
<tr>
<th>Liquor License #</th>
<th>License Type</th>
<th>Liquor Store (city)</th>
</tr>
</thead>
</table>

**Operating Manager:** Thomas Yerke  
**Manager Phone Number:** 970-963-2771  
**Address:** 990 Cowen Drive Carbonado CO 81623-1583

#### Verification Information

1. **Do you have legal possession of the premises at the street address above?** Yes [ ]  No [X]  
   **Is the premises owned or rented?**  
   - [ ] Owned  
   - [X] Rented*  
   **Expiration date of lease:** 03-31-2019

#### Additional Information

20. **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)?** Yes [ ]  No [X]  
   **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.**

- [X] 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?** Yes [ ]  No [X]  
   **If yes, attach a detailed explanation.**

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?** Yes [ ]  No [X]  
   **If yes, attach a detailed explanation.**

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?** Yes [ ]  No [X]  
   **If yes, attach a detailed explanation.**

### 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:** Thomas Yerke  
**Title:** President  
**Signature:**

**Date:** 02/22/2017

### 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:**

**Date:**

**Signature:**

**Title:**

**Attest:**
To: Mayor Dan Richardson and Carbondale Board of Trustees

From: Gene Schilling
Chief of Police, Carbondale Police Department

Ref.: Liquor License Renewal for The Pour House

Date: March 3, 2017

I have completed the requested records check for the establishment and following individual:

Tim Mason / Applicant

I have found no in-house liquor violation records. The State Liquor Division conducted compliance checks on March 1, 2016, and The Pour House passed.

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

**POUR HOUSE THE**  
351 MAIN ST  
CARBONDALE CO 81623-2030

### PLEASE VERIFY & UPDATE ALL INFORMATION BELOW

<table>
<thead>
<tr>
<th>Licensee Name</th>
<th>License Type</th>
<th>Hotel &amp; Restaurant (city)</th>
</tr>
</thead>
<tbody>
<tr>
<td>POUR HOUSE COMPANY LLC THE</td>
<td>Liquor License #</td>
<td>Operating Manager</td>
</tr>
<tr>
<td><strong>Tim Mason</strong></td>
<td>License #</td>
<td>Date of Birth</td>
</tr>
<tr>
<td><strong>970 456-3759</strong></td>
<td>Manager Phone Number</td>
<td>Home Address</td>
</tr>
<tr>
<td><strong>351 MAIN STREET CARBONDALE CO 81623-2030</strong></td>
<td>Email Address</td>
<td>Address</td>
</tr>
<tr>
<td><strong><a href="mailto:pourhouse351@gmail.com">pourhouse351@gmail.com</a></strong></td>
<td><strong>351 MAIN ST CARBONDALE CO 81623-2030</strong></td>
<td></td>
</tr>
</tbody>
</table>

### RETURN TO CITY OR COUNTY LICENSING AUTHORITY BY DUE DATE

<table>
<thead>
<tr>
<th>Fees Due</th>
<th>ATTACHMENT G</th>
</tr>
</thead>
<tbody>
<tr>
<td>Renewal Fee</td>
<td>$500.00</td>
</tr>
<tr>
<td>Storage Permit $100 x</td>
<td></td>
</tr>
<tr>
<td>Optional Premise $100 x</td>
<td></td>
</tr>
<tr>
<td>Related Retail $75 x</td>
<td></td>
</tr>
<tr>
<td>Amount Due/Paid</td>
<td></td>
</tr>
</tbody>
</table>

Please make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

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.

107. 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 owners, 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**  

**Signature**  

**Date**

### 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 45 and 47, C.R.S. THEREFORE THIS APPLICATION IS APPROVED.

**Local Licensing Authority For**  

**Signature**  

**Date**

**Attest**
Memo

To: Carbondale Board of Trustees
From: Julia Farwell, Carbondale Environmental Board Member
Date: March 14, 2016
Re: Carbondale Annual Spring Cleanup & Waste Diversion Day 4/29/17 8am to 4pm

Dear Board of Trustees,
Due to the overwhelming success of the past two year’s Spring Clean Up & Waste Diversion Day the Environmental Board (E-Board) is proposing to do the same this year. I am working closely organizing this event with Public Works staff. Kevin Scholzman has developed a comprehensive RFP to ensure the maximum amount of waste than can be diverted is actually diverted and the chosen hauler will be responsible by way of formal agreements and requests for bills of lading and/or weigh tickets.

The Town of Carbondale’s mission statement has an objective to “continue efforts to work toward reduction of solid waste and increase recycling efforts.” As a member of the Waste Diversion Committee E-board I received E-board concurrence on 2/27/17 for a proposal requesting $14,277 which utilizes a portion of the Town’s disposable bag fee funds for the purpose of enhancing waste diversion and adding educational components to the town’s annual Spring Clean Up day.

As of January 31, 2017, the bag fee fund has a current balance of $40,024.88. The ordinance stipulates that these funds be used for specific projects including the following:

- Fund community cleanup events and other activities that reduce trash.
- Create public educational campaigns to raise awareness about waste reduction & recycling.

This proposal for “funding community cleanup events” is to enhance Public Works’ waste diversion efforts by offering Carbondale citizens the following:

- Complementary recycling of up to three (3) large electronic waste items (TV’s, CRT monitors & copiers). All other electronic waste items will have no limit. Subsequent large items will be charged $.30/lb. We suggest a complementary recycling cap at 30,000 lbs, after which the $.30/lb. will apply to everyone
- Complementary recycling of all batteries, lightbulbs, thermostats and smoke detectors.
- Complementary recycling of the first 100 tires (up to 18” w/o rims) with a limit of two (2) per household
- Complementary textile recycling
- New this year: Mattress Recycling. Mattresses will be taken to Pitkin County’s Resource Recovery Center where they will be sent to Spring Back mattress recycling facility in Denver
- New this year: Printer Ink and Toner Cartridge Recycling
• **New this year:** No bottled water will be purchased by Public Works. A refillable cooler & compostable cups will be provided instead.

Carbondale residents will not be able to utilize the complementary waste diversion services until they can provide two of three forms of acceptable ID: Current picture ID, town utility bill or vehicle registration.

This proposal also addresses “creating public educational campaigns to raise awareness about waste reduction & recycling” by incorporating the following educational components to the Spring Cleanup & Waste Diversion Day:

- A copy of the bilingual Waste Free Roaring Fork Guide to Recycling
- Proposal costs include the pre-purchase of finished compost & LED light bulbs to be given away by EverGreen ZeroWaste & CORE for those who bring in CFL bulbs & organic materials for diversion. These organizations will provide education on why it is important to divert organic materials & CFL’s away from landfills.
- The E-board will be educating the public on the benefits of using reusable shopping bags while offering complementary reusable shopping bags.
- By offering complementary diversion and recycling of these hard to dispose of items to our citizens, the overall amount of illegally dumped electronic waste and tires will be decreased, which will also decrease risks of land and water pollution. Increasing educational awareness about community environmental issues is an ideal use of our bag fee fund revenue.

I look forward to your consideration of this request to use these bag fee funds as they were intended to be used for waste diversion and education. The following attachments are included for your review:

- DRAFT budget of proposed diversion enhancements, educational, incentive & misc. costs
- Original Proposals from vendors

Sincerely,

Julia Farwell  
Waste Diversion Committee Member  
Carbondale Environmental Board Chairperson
Waste Diversion Day Costs Proposal April 29, 2017

<table>
<thead>
<tr>
<th>Electronic Waste, Ink/Toner Cartridges, Rechargeable Batteries</th>
<th>Grand Junction CO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ken Burns/Colorado Re-Sale &amp; Recycling</td>
<td>Event Fee</td>
</tr>
<tr>
<td>E-Waste Cost - 30 per lb at up to 30,000 lbs free for residents</td>
<td>$90.00</td>
</tr>
<tr>
<td>30,000</td>
<td>$9,000.00</td>
</tr>
<tr>
<td>Total E-Waste</td>
<td>$9,900.00</td>
</tr>
</tbody>
</table>

Limit 3 TVs, CRT monitors & copiers per household. All other electronic waste will be accepted with no limit up to the 30,000 lb cap. Non-town residents will be charged $30/lb disposal fees.

ID & utility bill to prove residency. Data destruction is an additional $10 charge & is not included in the offer for free e-waste disposal for residents. CORE Recycling will accept any re-chargable battery for free.

CORE Recycling manufactures most of the electronics it collects at its Grand Junction facility and sends the components to other facilities for further recycling.

<table>
<thead>
<tr>
<th>Tires</th>
<th>Bike, mc/atv</th>
<th>$3.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>JLM of Pagosa</td>
<td>All other tires up through 19.5</td>
<td>$4.00</td>
</tr>
<tr>
<td></td>
<td>Semi Tires</td>
<td>$10.00</td>
</tr>
<tr>
<td></td>
<td>tractor (up to 200 lbs)</td>
<td>$35.00</td>
</tr>
<tr>
<td></td>
<td>tractor (200-500 lbs)</td>
<td>$75.00</td>
</tr>
<tr>
<td>Proposal to subsidize first 100 (up to 19.5&quot; w/o rims) tires for free</td>
<td>Total Tires 4 x 100</td>
<td>$400.00</td>
</tr>
</tbody>
</table>

Limit 2 per household free.

Tires will be hauled to Geocycle-a waste to fuel tire recycling facility.

<table>
<thead>
<tr>
<th>Lightbulb &amp; Battery Recycling</th>
</tr>
</thead>
<tbody>
<tr>
<td>CFL's</td>
</tr>
<tr>
<td>Other Bulbs (Halogen, linear fluorescent, Incandescent, etc)</td>
</tr>
<tr>
<td>Batteries</td>
</tr>
<tr>
<td>Mercury-containing Articles (thermostats) &amp; smoke detectors</td>
</tr>
<tr>
<td>Batteries &amp; Bulbs taken to Region B Enviro In Denver for processing</td>
</tr>
</tbody>
</table>

Mattress Recycling

Hauler who wins the RFP will haul mattresses to Pitkin County Resource Recovery Center where they will be sent to the Spring Back mattress recycling facility in Denver. Cost is $25 per mattress plus hauling costs (TBD). Estimated 20 mattresses.

| Estimated Total Mattresses | $500.00 |

Textile Recycling

Hauler who wins RFP will haul textiles to Pitkin County Resource Recovery Center where textiles will be sent to the USAgain.

Cost of hauling TBD by RFP winner. Shoes and clothing must be separated and packaged into clear plastic bags.

Amazon-42 Gallon Contractor bags $31.50

| 2 cases of bags | $63.00 |

Incentives

<table>
<thead>
<tr>
<th>LED Light bulbs-CORE (recycle a cfl, get a led)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE</td>
</tr>
</tbody>
</table>

Compost Give Away (2 options-see attached proposal $700 for 8000 lbs or $1000 for 16,000 lbs)

| 200 x EverGreen Events |
|---|---|---|
| Compost, hauling, signage | $1,000.00 |

E-Board Re-usable bags-give away

| No Cost-Already Have | $0.00 |

Roaring Fork Valley Recycling Guide

| No Cost-Already Have | $0.00 |

| Give Away Total | $1,300.00 |

Advertising

<table>
<thead>
<tr>
<th>Newspapers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Post Independent</td>
</tr>
<tr>
<td>Sopris Sun</td>
</tr>
<tr>
<td>El Montanas</td>
</tr>
<tr>
<td>Advertising Total</td>
</tr>
</tbody>
</table>

Flyers will be posted around town. There may be additional printing costs incurred if City Market agrees to allow large posters to be displayed promoting this event as one that is subsidized by the bag fee funds.

Misc Event Supplies

<table>
<thead>
<tr>
<th>Drinks &amp; Snacks for E-Board &amp; volunteers &amp; Misc Supplies (spray paint, pens, duct tape)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roaring Fork Co-op</td>
</tr>
</tbody>
</table>

10 Gallon Water Cooler for Public Works Roaring Fork Co-op | $88

Compostable Cups ($5.45), Lids ($7.21) & Straws ($7.26) for Water EverGreen Zero Waste | $21

| Misc Supplies Total | $306 |

Public Works will not be purchasing bottled water this year for staff-Instead Carbondale tap water with ice will be provided along with compostable cups.

| Total Requested from the Bag Fee Fund | $14,227.00 |

The hauling of yard waste/compostables, metals, comingled recycling and trash is going through an RFP process.

This RFP includes strict requests regarding accountability to ensure waste is being properly diverted away from landfills and is being turned into a useable product.
Town of Carbondale Spring Clean Up
Saturday April 29th 8am till 4pm
CORRecycling, Inc. Event Fees

Town of Carbondale Spring Clean Up Event. The event fee will be 900 dollars for the 8-hour duration. Down payment is due no later than March 31st I have included an invoice for this as well. We are already booking up this year and request a confirmation as soon as possible to secure the date.

All E-waste collected on the day of the event will be charged at a fee of .30 per LB. An invoice will be sent out within 5 days of the event and will be due on delivery to the town of Carbondale. Based on previous events we are estimating that we will collect approximately 30k lbs. total weight. We cannot guarantee this, but based on doing 25 plus events on the western slope we are comfortable giving this estimate. We will require a 50% down payment of 4950.00

CORRecycling, Inc. will:

- Supply 4 employees and a 26-foot box truck with lift gate.
- Organize online advertising for this event for free.
- Offer Data Destruction for 10 dollars per hard drive.
- Recycle all toner and ink at regular rates.
- Include Battery recycling for free. The only batteries we will not be able to except will be single use batteries.

CORRecycling, Inc. will require:

- Access to a forklift to load truck.
- 4 able bodied volunteers to assist us with unloading cars.
- Dedicated space for up to two 26 foot trucks or single semi-truck.

All data destruction and E-waste de-manufacturing is now completed at our Grand Junction CO 19k Square foot office not on site.
CORRecycling  
739 3rd ave  
Grand Junction CO 81501  
970-644-5301

Town Of Carbondale

Invoice 109  
Saturday, February 11, 2017

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Item No.</th>
<th>Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Deposit</td>
<td>$4,950.00</td>
<td>$4,950.00</td>
</tr>
</tbody>
</table>

Sub Total $4,950.00

Tax Rate 0.0%
Total Tax $-
Total Quote $4,950.00

Expires:

Notes: Thank you for your business and please email or call me with any feedback.
February 23, 2017

Julia Farwell
TOWN OF CARBONDALE
0756 Hwy. 133
Carbondale, CO 81623

Hi Julia,

Here's the updated prices we are charging you for Carbondale.

- $3.00 for bicycle tires
- $4.00 all other tires up through 19.5
- $10.00 for semi tires
- $35.00 tractor (up to 200 lbs.)
- $75.00 tractor (200~500lbs.)

Any tire with a wheel, double the coordinating price. Please request all tires to be clean when dropping them off. I also added the semi size tire in case you happen to receive some.

We put you on our schedule for Saturday, April 29th and plan to spend the day. Looking forward to another AMAZING turnout!

Kind regards,

Ellen & Dale Schmidt
JLM, Inc.
Recycle Bulbs

Brite Ideas
BULB RECYCLING

On our way to
2,000,000
bulbs recycled!

LET'S SAVE CO

Linear Fluorescents
Compact Fluorescents (CFL’s)
HPS/Metal Halide Lamps (HID’s)
UV Lamps and Neon Signs
PCB and Non-PCB Ballasts
Mercury Thermostats
Batteries (All Batteries!)
All Other Universal Waste!!!

ONE BULB AT A TIME

www.briteideasbr.com
# Our Prices

## BRITE IDEAS BULB RECYCLING

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>4' Fluorescent Lamp</td>
<td>$1.00 EA</td>
</tr>
<tr>
<td>8' Fluorescent Lamp</td>
<td>$2.00 EA</td>
</tr>
<tr>
<td>U-Tube/Circline Fluorescent</td>
<td>$2.00 EA</td>
</tr>
<tr>
<td>Compact Fluorescent Lamp (CFL's)</td>
<td>$1.00 EA</td>
</tr>
<tr>
<td>2' and Under Linear Pin Base Fluorescent</td>
<td>$2.00 EA</td>
</tr>
<tr>
<td>HID Lamps (Metal Halide, High Pressure Sodium)</td>
<td>$3.00 EA</td>
</tr>
<tr>
<td>Large CFL's (i.e. 125W Screw Base)</td>
<td>$5.00EA</td>
</tr>
<tr>
<td>Incandescent/Halogen Lamps</td>
<td>$2.50 LB</td>
</tr>
<tr>
<td>Shattershield/Shielded Fluorescent Lamps</td>
<td>$3.50 EA</td>
</tr>
<tr>
<td>UV Lamps</td>
<td>$10.00 EA</td>
</tr>
<tr>
<td>Alkaline Batteries</td>
<td>$1.70 LB</td>
</tr>
<tr>
<td>Ni-Cad Batteries (Wet or Sealed)</td>
<td>$1.70 LB</td>
</tr>
<tr>
<td>Lead Acid Batteries (Sealed)</td>
<td>$1.70LB</td>
</tr>
<tr>
<td>Lithium Batteries PRIMARY (Sealed)</td>
<td>$5.00LB</td>
</tr>
<tr>
<td>Lithium Batteries SECONDARY (Sealed)</td>
<td>$2.50LB</td>
</tr>
<tr>
<td>Mercury Containing Articles</td>
<td>$10.00 EA</td>
</tr>
<tr>
<td>PCB Containing Ballast</td>
<td>$2.00LB</td>
</tr>
<tr>
<td>Non PCB Ballast (Magnetic)</td>
<td>No Charge</td>
</tr>
<tr>
<td>Non PCB Ballast (Electronic E-Waste)</td>
<td>$0.40LB</td>
</tr>
</tbody>
</table>

## DROP OFF FACILITY LOCATED AT:

5321 COUNTY ROAD 154  
GLENWOOD SPRINGS, CO 81601

Please call to schedule a drop off.  
Pick up service available for larger quantities.  
Service fee may apply.  
Complementary recycling bins provided upon request.  
Certificate of Recycling provided to customers and contractors.  
Contractors with questions regarding disposal bids for proposals please contact.

Cody Skurupey  
970-290-3379  
cody@briteideasbr.com  

www.briteideasbr.com
Compost Give-Away

Carbondale Waste Diversion Day 2017

EverGreen ZeroWaste
April 29, 2017

EverGreenZeroWaste.com  970.987.3140  Compost Give-Away 2017
Compost Give-Away
Carbondale Waste Diversion Day 2017

This is a proposal for EverGreen ZeroWaste to participate in Carbondale’s Waste Diversion Day once again. Our compost give-away, sponsored by the Town’s Environmental Board, has been a staple of Carbondale’s Spring Clean-Up for many years. Free finished compost is a great reward for participants who bring materials to be recycled, composted or landfilled.

To assist in the public outreach and educational goals of Waste Diversion Day, EverGreen ZeroWaste will have staff on hand to discuss the importance of composting, solutions for diverting organics from landfills and the benefits of using finished compost. Additionally we will assist residents with gathering free finished compost, made locally in Pitkin County & certified by the U.S. Composting Council.

Our contribution to Waste Diversion Day will include:

- Collection & Delivery of 8,000 pounds of finished compost
- Staff, tools & infrastructure to set-up outreach booth and compost give-away
- Educational displays & materials for Waste Diversion Day participants
- End of event reporting to Environmental Board
- Total for the above comprehensive outreach program is $700
- To keep the above proposal, but double the finished compost delivered the total is $1000

To learn more about EverGreen ZeroWaste or to further discuss this proposal please connect with Alyssa@EverGreenZeroWaste.com or 987-3140. We appreciate your consideration and look forward to the opportunity to work together.

Respectfully,
Alyssa & David Reindel

EverGreen ZeroWaste was founded in 2010, by Alyssa & David Reindel who have more than 30 combined years of experience in waste diversion. When not assisting in compost give-aways they partner with thousands in the Roaring Fork Valley to keep organics out of the landfill through their curbside residential & business compost collections. Based out of Carbondale, they have also crafted renown zero waste events and recycling programs throughout the state.

EverGreenZeroWaste.com 970.987.3140 Compost Give-Away 2017
Re: Tabling at Waste Diversion Day
1 message

Kate Henlon <kate@aspencore.org>                              Fri, Feb 17, 2017 at 2:52 PM
To: Julia Farwell <juliafarwell1@gmail.com>
Cc: Brad Davis <brad@aspencore.org>

Hey Julia,

Sorry I missed your call. CORE would love to table at the Spring Clean-up/Waste Diversion day. We have got a quote from one of our suppliers — it will be $5/bulb, so a total of $300.

Let me know if you need anything else.

Happy Friday!
Kate Henlon
Energy Programs Assistant
Community Office for Resource Efficiency (CORE)
520 S. Third Street, Suite 7 • Carbondale, CO • 81623
111 Airport Business Center • Suite M • Aspen, CO • 81611
Work: (970) 925-9775 ext. 503

On Feb 15, 2017, at 5:58 PM, Julia Farwell <juliafarwell1@gmail.com> wrote:

Hi Brad & Kate,
CORE usually tables at Carbondale's Spring Clean Up & Waste Diversion Day and does a light bulb exchange when folks bring in bulbs to recycle CORE gives away 1 LED per household. Kate I know you did it last year would you like to do it again?
If so please send me a quote for 60 LED light bulbs no later than Monday Feb 20th. I'm putting together the budget for approval at our next E-Board meeting.
The event will be Saturday April 29th from 8 am to 4 pm.

Julia
Re: Ad Cost
1 message

Casey Weaver <CWeaver@postindependent.com> Tue, Feb 14, 2017 at 2:58 PM
To: Brad Howard <BHoward@postindependent.com>, Julia Farwell <julifarwell1@gmail.com>

Hi Julia,

Thanks for reaching out! A 1/4-page, full color ad at our non-profit/community rate would be priced at $202.50. Are you interested in running the ad multiple days or just once?

Also, keep in mind that we’re happy to help with the design of the actual ad creative in any way we can.

If you have any questions, please don’t hesitate to respond to this email or to give me a call!

Thanks again

Casey
--
Casey Weaver
Advertising & Marketing Specialist
Post Independent
(970) 384-9103 office
(970) 274-4301 cell
cweaver@postindependent.com

From: Brad Howard <bhoward@postindependent.com>
Date: Tuesday, February 14, 2017 at 2:34 PM
To: Julia Farwell <julifarwell1@gmail.com>
Cc: Casey Weaver <cweaver@postindependent.com>
Subject: Re: Ad Cost

Hi Julia,

I've copied your Account Manager, Casey Weaver, who will get you pricing by tomorrow.

Thanks for reaching out to us.

Brad Howard
The Post Independent
Advertising Director
Swift Communications  Colorado Mountain News Media
Direct: 970-384-9101
Cell: 970-930-1115

From: Julia Farwell <julifarwell1@gmail.com>
Date: Tuesday, February 14, 2017 at 1:49 PM
To: Brad Howard <bhoward@postindependent.com>
Subject: Ad Cost

Hi Brad,

Could you please provide me with a cost for a 1/4 color ad. I am putting together the budget for Carbondale's Annual Spring Clean Up and Waste Diversion Day and need this information by Friday Feb 17th.
Hi Julia! It is $152 each ad if you put it more than one time. That includes the translation (I won't charge for that) I would need the ad by April 17.

On Tuesday, February 14, 2017 12:54 AM, Julia Farwell <juliafarwell1@gmail.com> wrote:

Hi Veronica,
I am planning the budget for the annual Spring Clean Up and Waste Diversion Day.
What is the cost of a 1/4 page ad? Please let me know the cost of the ad and also translation costs.
Also, what are the ad deadlines. The event is Saturday April 29th so I would like to get it in the paper so it at least runs 2-4 weeks ahead of the actual event.

Please send this to me by Friday Feb 17th if possible.

Thanks!

Julia
Town of Carbondale
Cathy Derby, Town Clerk
cderby@carbondaleco.net

Memo: Ad for Eboard in the Green is the New Black Fashion Show brochure.

The Carbondale Environmental Board was offered an opportunity to place an advertisement in
the brochure for The Green is the New Black fashion show. The ad would be placed in the
brochure as well displayed in the Sopris Sun and on their website. The cost is $185. Due to
time restraints I offered my personal guarantee to cover this cost.

I polled other members of the Eboard and they agreed that this would be a good chance to
combine with an environmental message and raise public awareness of the Eboard and of some
of the projects we are involved with. The event also supports local youth arts programs. We
feel this advertising fits within our efforts for outreach and education.

At last night’s meeting of the Eboard the members voted unanimously to approve this ad and
its cost. We respectfully request that the Board of Trustees approve this disbursement. We
believe we have a sufficient balance in the Eboard account. We also have a large balance in the
Bag Fee Fund.

Sincerely,
Patrick Hunter

Ad attached:
Carbondale E-Board

Helping Keep Green
Fashionable
in Carbondale

We bring you:
Waste Diversion Day (April 29)
Dandelion Day (May 13)
Recycling Guide
Pesticide-Free Parks
Idling Restrictions
Plastic Bag Ban

We'd love your help!

Visit http://www.carbondalegov.org/ to learn more or get involved!
BOARD OF TRUSTEES AGENDA MEMORANDUM

TITLE: Bike, Pedestrian, and Trails Commission Member Application Review

SUBMITTING DEPARTMENT: Boards and Commissions

ATTACHMENTS: Bike, Pedestrian, and Trails Commission membership applications from March 06, 2017 meeting

BACKGROUND

On March 06, 2017, the Bike, Pedestrian, and Trails Commission reviewed membership applications submitted by Darren Broome, Nicki Delson, Rob Morey, and Tom Penzel. The commission moved to recommend the applicants for reappointment to the Carbondale Bike, Pedestrian, and Trails Commission.

RECOMMENDATION

Town Staff recommends the Board of Trustees move to approve Darren Broome, Nicki Delson, Rob Morey, and Tom Penzel be reappointed as regular voting members of the Bike, Pedestrian, and Trails Commission.

Prepared by: Angie Sprang
Boards and Commissions Clerk

Town Manager
TOWN OF CARBONDALE
APPLICATION FOR APPOINTMENT OR REAPPOINTMENT
TO TOWN ADVISORY BOARDS AND COMMISSIONS

THIS IS AN APPLICATION FOR APPOINTMENT ___ REAPPOINTMENT X

NAME OF APPLICANT:  Darren Brown
MAILING ADDRESS:  144 Lincoln Ave, Carbondale Co 81623
STREET ADDRESS OF RESIDENCE:  144 Lincoln Ave, Carbondale Co 81623
TELEPHONE: (Work) 963-2500 (Home) 908-345-973X
OTHER PHONE: ___________________ E-MAIL: aloha.mbracing@yahoo.com

INDICATE WHERE YOU WOULD LIKE YOUR AGENDAS AND INFORMATIONAL MATERIALS DELIVERED:

________________________________________________________________
(If you are seeking reappointment, it is only necessary to fill in your name and those informational items which have changed since you were last appointed.)

BOARD OR COMMISSION FOR WHICH (RE) APPOINTMENT IS SOUGHT:

________________________________________________________________

NEW APPOINTMENT ONLY:

Describe any special knowledge, abilities, background or interests which you feel will provide a positive contribution to the goals and purposes of the board or commission for which you are seeking appointment. (Attach resume if desired or use an extra sheet of paper if necessary.)

________________________________________________________________

________________________________________________________________

Signature  Darren Brown  2/7/10  Date

CONGRATULATIONS! The ____________________________________ has appointed you to the ____________________________ by official action taken on _____________. Your term will expire ________________________.

We greatly appreciate your interest and participation in the municipal government process.

Mayor and Board of Trustees
Town of Carbondale
TOWN OF CARBONDALE

APPLICATION FOR APPOINTMENT OR REAPPOINTMENT
TO TOWN ADVISORY BOARDS AND COMMISSIONS

THIS IS AN APPLICATION FOR APPOINTMENT ___ REAPPOINTMENT __

NAME OF APPLICANT: Aliki Delson
MAILING ADDRESS: 105A Village Road, Carbondale
STREET ADDRESS OF RESIDENCE: 
TELEPHONE: (Work) (Home) 970-704-1049

INDICATE WHERE YOU WOULD LIKE YOUR AGENDAS AND INFORMATIONAL MATERIALS DELIVERED: _____________

(If you are seeking reappointment, it is only necessary to fill in your name and those informational items which have changed since you were last appointed.)

BOARD OR COMMISSION FOR WHICH (RE) APPOINTMENT IS SOUGHT: _____________

NEW APPOINTMENT ONLY:

Describe any special knowledge, abilities, background or interests which you feel will provide a positive contribution to the goals and purposes of the board or commission for which you are seeking appointment. (Attach resume if desired or use an extra sheet of paper if necessary.)

________________________
________________________
________________________
________________________

Signature ___________________________ Date _____________

CONGRATULATIONS! The ___________________________ has appointed you to the ___________________________ by official action taken on _____________. Your term will expire _____________.

We greatly appreciate your interest and participation in the municipal government process.

Mayor and Board of Trustees
Town of Carbondale
TOWN OF CARBONDALE

APPLICATION FOR APPOINTMENT OR REAPPOINTMENT
TO TOWN ADVISORY BOARDS AND COMMISSIONS

THIS IS AN APPLICATION FOR APPOINTMENT ____ REAPPOINTMENT ✓

NAME OF APPLICANT: Rob Morey
MAILING ADDRESS: 333 Compromise Dr.
STREET ADDRESS OF RESIDENCE: Same
TELEPHONE: (Work) 234-3217 Cell (Home) E-MAIL: morcobo@hotmail.com
OTHER PHONE: __________________

INDICATE WHERE YOU WOULD LIKE YOUR AGENDAS AND INFORMATIONAL MATERIALS DELIVERED:

email

(If you are seeking reappointment, it is only necessary to fill in your name and those informational items which have changed since you were last appointed.)

BOARD OR COMMISSION FOR WHICH (RE)APPOINTMENT IS SOUGHT:

NEW APPOINTMENT ONLY:

Describe any special knowledge, abilities, background or interests which you feel will provide a positive contribution to the goals and purposes of the board or commission for which you are seeking appointment. (Attach resume if desired or use an extra sheet of paper if necessary.)

________________________________________________________

Signature Date 2/6/17

CONGRATULATIONS! The __________________________ has
appointed you to the ____________________________ by official
action taken on ____________. Your term will expire ____________.

We greatly appreciate your interest and participation in the municipal government process.

Mayor and Board of Trustees
Town of Carbondale
TOWN OF CARBONDALE

APPLICATION FOR APPOINTMENT OR REAPPOINTMENT
TO TOWN ADVISORY BOARDS AND COMMISSIONS

THIS IS AN APPLICATION FOR APPOINTMENT ___ REAPPOINTMENT ___

NAME OF APPLICANT: Tom Peuzel
MAILING ADDRESS: 324 Crescentland Drive Carbondale, CO
STREET ADDRESS OF RESIDENCE: same
TELEPHONE: (Work) (Home) OTHER PHONE: 970-319-4132 E-MAIL: tompeuzel@gmail.com

INDICATE WHERE YOU WOULD LIKE YOUR AGENDAS AND INFORMATIONAL MATERIALS DELIVERED:

tompeuzel@gmail.com

(If you are seeking reappointment, it is only necessary to fill in your name and those informational items which have changed since you were last appointed.)

BOARD OR COMMISSION FOR WHICH (RE) APPOINTMENT IS SOUGHT:

Carbondale Bike, Pedestrian & Trails Commission

NEW APPOINTMENT ONLY:

Describe any special knowledge, abilities, background or interests which you feel will provide a positive contribution to the goals and purposes of the board or commission for which you are seeking appointment. (Attach resume if desired or use an extra sheet of paper if necessary.)

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Signature ________________________________ Date 2/4/17

CONGRATULATIONS! The __________________________________________________________________________
has appointed you to the __________________________________________________________________________
by official action taken on ______________. Your term will expire __________________________________________________________________________.

We greatly appreciate your interest and participation in the municipal government process.

Mayor and Board of Trustees
Town of Carbondale
To: Mayor Dan Richardson and
Carbondale Board of Trustees

From: Gene Schilling
Chief of Police, Carbondale Police Department

Ref.: Liquor License Special Event for the Roaring Fork Outdoor Volunteers for an event to
be held at the Third Street Center on April 6, 2017

Date: March 8, 2017

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

David Hamilton / Event Manager
Jamin Heady-Smith / Event Manager

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

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

- 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, VINOUS AND SPIRITUSIC LIQUOR $50 PER DAY
- FEMENTERED MALT BEVERAGE (3.2 BEER) $10 PER DAY

1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE

Roaring Fork Outdoor Volunteers

2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL PARTY

PO Box 1341
Basalt, CO 81621

3. ADDRESS OF SPECIAL EVENT

Third Street Center
520 South 3rd St.
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>Jamin Heady-Smith</td>
<td></td>
<td>.com</td>
<td></td>
</tr>
<tr>
<td>J. David Hamilton</td>
<td></td>
<td>.gov</td>
<td></td>
</tr>
</tbody>
</table>

4. PRES/SECY OF ORG. OR POLITICAL CANDIDATE

5. EVENT MANAGER

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

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

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

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>April 6, 2017</td>
<td>5:00 pm</td>
<td>9:00 pm</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
Approval to apply for liquor license from Town of Carbondale for event at Third Street Center

Roaring Fork Outdoor Volunteers has rented the Calaway room for an event on April 6, 2017 from 5:30m to 9:00pm. They have our permission to apply to the Town of Carbondale for special event liquor license for that event. All liquor consumption must say within the Calaway Room and should not be in any other part of the building. We will coordinate security for the event and building.

Sincerely,

Colin Laird
Director
Third Street Center

A community place promoting inspiration, sustainability and creative exchange

520 South Third Street, Carbondale, CO 81623
T 970.963.3221 F 970.963.0178
www.thirdstreetcenter.net
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,

ROARING FORK OUTDOOR VOLUNTEERS

is a Nonprofit Corporation

formed or registered on 03/30/1995 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 19951041452.

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 02/15/2017 that have been posted, and by documents delivered to this office electronically through 02/17/2017 @ 09:13:32.

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 02/17/2017 @ 09:13:32 in accordance with applicable law. This certificate is assigned Confirmation Number 10082874.

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

From: Gene Schilling  
Chief of Police, Carbondale Police Department

Ref.: Liquor License Special Event for Blue Lake Preschool fundraiser on April 7, 2017 at the Orchard.

Date: February 22, 2017

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

Michelle Oger / Event Manager  
Savanna Gustafson / Event Manager

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

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

- 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:

- MALT, VINOUS AND SPIRITUOUS LIQUOR $50 PER DAY
- FEMETED MALT BEVERAGE (3.2 BEER) $10 PER DAY

1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE

Blue Lake Preschool

2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL PARTY

0189 Jin Dr. Unit C
Carbondale, CO 81623

3. ADDRESS OF SPECIAL EVENT

110 Snowmass Drive
Carbondale, CO 81623

NAME

Michelle Oger

DATE OF BIRTH

EMAIL ADDRESS

blps@sopris.net

PHONE NUMBER

963-4380

5. EVENT MANAGER

Savanna Gustafson

DATE OF BIRTH

EMAIL ADDRESS

blps@sopris.net

PHONE NUMBER

963-4380

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

- NO
- YES HOW MANY DAYS?

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

- NO
- YES TO WHOM?

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

- NO
- YES HOW MANY DAYS?

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

Date: April 17th, 2017
Hours: From 6:00 pm To 10:00 pm

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

Event Manager

DATE

2/21/17

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
# FACILITY RENTAL AGREEMENT

**Event:** Blue Lake Preschool Annual Fundraiser  
**Number of People:** 200  
**Event Date:** Friday, April 7, 2017  
**Event Start Time:** 5 PM  
**Event End Time:** 10 PM  
**Set up Time:** Thursday, April 6  
**Rooms:** Gathering Center 1/3 Auditorium  
**Event Fee:** $2500  
**Staff:** Event Coordinator + 2 Bartender

**Client Name:** Michelle Oger for Blue Lake Preschool  
**Address:** 0189 JW Drive Unit C Carbondale, CO 81623  
**Phone:** 963-4380  
**Email:** blps@sopris.net

---

1. **Event Fee Payment & Building Use**

A. At or before the time of execution of this contract, Renter shall pay to The Orchard a non-refundable down payment in the amount of $1250. This payment secures the Gathering Center and 1/3 Auditorium on Friday, April 7, 2017 from 5-10 PM. This down payment shall be applied toward the Event Fee or cancellation fees, whichever is applicable.

B. No less than 45 days prior to the Event, Renter shall pay to The Orchard an additional payment in the amount of $1250. This additional payment shall be applied toward the Event Fee or cancellation fees, whichever is applicable.

C. Renter shall pay The Orchard the balance of the Event Fee owed on or before the 7th business day prior to the Event.

D. The Gathering Center is a ministry of The Orchard. The Orchard can, at its discretion, deny anyone use of the facilities without explanation or reason.

E. Renter and its guest will occupy the premises for the purposes stated and will only occupy the space(s) leased as detailed in the attached Event Order identified. Renter will respect the rights of others to use other portions of The Orchard’s facility during normal hours of operation, and will not permit any noise or nuisance which might have a tendency to annoy or disturb any persons occupying other portions of the building.

F. Rental of The Orchard facilities does not include wait staff or dish washing. If you need staffing for food service, it is available at an additional charge of $20 per hour per staff person. Following is the minimum guidelines for proper staffing – Cocktail Party: 1 server / 50 people | Buffet Meal: 1 Server / 30 people | Plated Meal: 1 Server / 20 people. Dishwashing and/or scullery will be staffed at 1 person / 50 people. Arrangements for staffing must be made at least 2 weeks in advance.

G. The Gathering Center décor will change regularly and may be different than what you saw at the time of signing this contract. Artwork is not to be removed. **Nothing is to be placed on the walls, ceilings or windows without prior written consent. Absolutely NO GLITTER OR CONFETTI of any kind.**
Absolutely no nails, staples or holes. Only blue painter's tape is to be used to hang items on the walls. Any & all decorations must be approved and is limited to the rented space only. All decorating must be done by closing time (if being done the day before).

H. All Decorations must be taken down and removed from The Gathering Center immediately following the Event. Decorations that must be removed by The Orchard staff will be charged the hourly rate of $350 per hour.

I. Storage will not be provided for decorations, food, or other supplies prior to the Event unless arrangements have been made ahead of time.

J. Sound equipment, piano, furniture and art MAY NOT be moved without permission. (additional charges may apply)

K. The Orchard is a NONSMOKING facility. In accordance with Colorado law smoking is not allowed within 15 feet of any entrance or in any area where food is being served and/or consumed.

L. Renter is responsible for the conduct of guests and all damages incurred to The Orchard’s facilities.

M. The Orchard assumes no responsibility for the damage or loss of articles left on The Orchard’s premises prior to, during or following the event.

N. The Orchard reserves the right to change the location(s) and/or room(s) of the event.

O. The Renter agrees to be responsible for the conduct of its guests. Renter agrees that at the request of The Orchard, it will remove from its premises any guest The Orchard considers in its sole discretion exhibiting inappropriate conduct. In the event any state law or local ordinances are being violated, The Orchard will terminate the event at Renter’s expense.

P. Sound Volume – For the safety and comfort of guests, performers, staff and volunteers, The Orchard reserves the right to control the volume of its events. Music is not to be played above a decibel of 100. Orchard staff will monitor this level and will ask a band/DJ to adjust their sound accordingly. Refusal to comply will result in an immediate termination of the event.

<table>
<thead>
<tr>
<th>Painful Acoustic Trauma</th>
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<tbody>
<tr>
<td>Silent</td>
</tr>
<tr>
<td>Soft</td>
</tr>
<tr>
<td>Moderate Quiet</td>
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<tr>
<td>Quiet</td>
</tr>
<tr>
<td>Speech Overheard</td>
</tr>
<tr>
<td>Loud</td>
</tr>
<tr>
<td>Very Loud</td>
</tr>
<tr>
<td>Extremely Loud</td>
</tr>
<tr>
<td>Shrapnel Blast</td>
</tr>
<tr>
<td>Jet engine 1000 feet away</td>
</tr>
<tr>
<td>Rock concert</td>
</tr>
<tr>
<td>Car horn, tweeter</td>
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<tr>
<td>Boom mower, snow plow</td>
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<tr>
<td>Motorcycle, crew cabin, covertible sidecar</td>
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<tr>
<td>Friariding, equestrian, church</td>
</tr>
<tr>
<td>Car, farm tractor, city traffic</td>
</tr>
<tr>
<td>Conversation, dishwashers</td>
</tr>
<tr>
<td>Moderate yelling</td>
</tr>
<tr>
<td>Moderate traffic</td>
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<tr>
<td>refrigerator, washer, dryer</td>
</tr>
<tr>
<td>Typewriter</td>
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<tr>
<td>Typewriter</td>
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<tr>
<td>Speech</td>
</tr>
</tbody>
</table>

2. Event Exceeding Specified Time

If the duration of The Event exceeds the Event Duration specified above, Renter will pay The Orchard an additional fee of $350 per each hour the actual duration of the Event exceeds the specified Event Duration. All Orchard Events must end at 10 PM. There are no exceptions to this.

Client Initials
3. Cancellation Fees

If the Event is cancelled, the following cancellation fees payable on the date of cancellation apply:

- Event cancelled 45 days or less before the Event Date: 100% of the Event Fee
- Event cancelled 46 to 90 days before the Event Date: 75% of the Event Fee
- Event cancelled 91 days or more before the Event Date: 50% of the Event Fee

4. Method of Payment

Payment may be made by cash, check, cashier's check, Visa, or MasterCard. Any payment not received by the stipulated due date, the payment will automatically be charged to your credit card on file. In the event of an "overpayment", The Gathering Center shall issue a refund check for the difference within 10 business days after the Event Date.

If Renter is a Tax-exempt Organization, a photocopy of the tax-exempt certificate must be on file in the before Renter will be set-up as tax-exempt. Any organization found using a false tax-exempt number will be charged back taxes in the total amount due.

5. Advertising

A. The Orchard maintains an Upcoming Events page on its website. If Renter would like to provide a link information for the Event, please forward us that information. A copy of Renter's poster, flyer, etc. will be posted at Renter's request.

B. When advertising the event venue, please refer to us as The Orchard, The Gathering Center or The Gathering Center at The Orchard. Any questions relating to such use should be directed to The Orchard.

6. Alcohol

A. The Orchard does not provide, or sell alcoholic beverages.
B. Alcohol served at the Event is limited to beer and wine only.
C. Any beverage which contains alcohol must always be clearly labeled and in its original container.
D. Alcoholic beverages must be served by certified bartender(s). No self-serve is permitted. A copy of the bartender's certification must be on file with The Orchard 1 week prior to the Event. Upon request, The Orchard will provide Renter with a list of certified bartenders.
E. The certified bartender(s) must be willing to refuse service when they determine a person appears to be intoxicated. The Orchard's staff and elders will support the decision if an issue arises from the decisions to refuse alcohol to a person. The bar will be attended the entire time alcohol is being served.
F. Alcohol will not be sold by The Orchard at functions held at The Orchard. Alcohol cannot be sold by Renter at the Event unless Renter has first obtained a Special Event Permit from the Town of Carbondale.
G. Food must also be served at the Event if alcohol is being served.
H. Under no circumstances will alcohol be served to or consumed by any person under the age of 21 even when accompanied by their parents. If any person under the age of 21 is found consuming alcoholic beverages, The Orchard reserves the right to terminate the Event at the Renter's expense.
I. Drinking alcohol will never be a social requirement. Whenever alcohol is served in any form, non-alcoholic alternatives must also be offered. Non-alcoholic beverages must be served with the same attractiveness and accessibility as those containing alcohol, so that those who choose not to drink alcoholic beverages need not feel any embarrassment, discomfort or inconvenience in exercising their preference.

J. All applicable Federal, State and Local laws and ordinances governing the use/distribution/sale of alcohol must be adhered to when serving alcoholic beverages including the requirement to obtain a Special Event Permit from the Town of Carbondale if alcohol will be sold at the Event.

K. Groups not affiliated with The Orchard shall have security on-site as deemed necessary by the Gathering Center Director.

L. During Events requiring a Special Event Permit from the Town of Carbondale, alcohol will be consumed only in areas specifically identified in the License. However, under no circumstances will alcohol be permitted in the parking lot.

M. Renter agrees to be responsible for the consumption of alcoholic beverages by all guests.

N. All licenses and permits required must be posted in a conspicuous place in the licensed area for the general public to observe. The licenses and permits required include, but are not limited to the following:
   a. Special Event Permit – State
   b. Special Event Permit – City
   c. Minor Warning Sign – The Orchard has these signs on file and will provide to Renter for the Event upon request
   d. State Sales Tax License – Even though these permits are issued to non-profit organizations, the retail sale of alcohol beverages to consumers is still subject to state and local sales taxes. Special Event Permit applicants should contact the Department of Revenue at (303) 238-7378 to determine the correct method or remitting the sales tax.
   e. Other local licenses as required – Check with the local authority, Town of Carbondale

Q. Per the guidelines stipulated in the Special Event Permit Guide from the Colorado Department of Revenue Liquor Enforcement Division, donated beverages cannot be resold. Alcohol beverages received from other non-licensed or private sources may not be sold, served or consumed at Events requiring a Special Events Permit.

\[\text{Client Initials}\]

7. Additional Terms & Conditions

A. Use of the fire pits requires adult supervision.

B. Youth groups must be supervised by adult sponsors in the following ratios: children 13 and younger require 1 adult per 10 children. Teens aged 14 and older require 1 adult per 15 teens.

C. Children 8 years old and younger MUST have constant supervision while their parents or guardians are using the facility.

O. During the time of the Event, the Renter and its guests shall obey all laws of the State of Colorado and ordinances of the Town of Carbondale.

P. Renter authorizes The Orchard to charge the credit card identified below for any fees set forth in this Agreement that have not been paid by Renter by the respective due dates. If the Renter does not wish to provide a valid credit card, a deposit of $1000 cash is required.

Q. In case any one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein. Neither The Gathering Center/The Orchard nor the undersigned shall be required to perform any term, conditions, or covenant in this Agreement so long as such performance is delayed or prevented by force majeure, which shall mean acts of God, strikes, lockouts, material or labor restrictions by any governmental authority, or any other cause not reasonably within the control of The Gathering Center/The Orchard or Client and which by the exercise of due
diligence of The Gathering Center/The Orchard or Client is unable, wholly or in part, to prevent or overcome. This Agreement and attachments embody the entire agreement and understanding of the parties relating to the subject matter hereof, is nonassignable, may not be amended except in writing signed by both parties, and supersedes any prior representations, agreements, and understandings, oral or written, if any, relating to such subject matter.

R. Renter agrees to indemnify The Orchard and save The Orchard harmless from any and all damages or losses The Orchard may suffer, including attorney's fees, as a result of claims, demands, costs, or judgments against it arising out of the use of The Orchard facility by the renter.

[Client Initials]

The Renter and The Orchard through their authorized signatures below agree to the terms and conditions of this Facility Rental Agreement including all attachments thereto.

Renter: Blue Lake Preschool

Date: 10/17/16

[Authorized Signature of Renter]

By my signature below, I authorize The Orchard to charge my credit card for any fees set forth in this Agreement that have not been paid by Renter by the respective due dates. **If the Renter does not wish to provide a valid credit card, a deposit of $1000 cash is required.**

____________________________
Name as it appears on Credit Card

SAVANNA GUSTAFSON

Visa or MasterCard #

Billing Address 0154 JW DR. UNITC

CARMENDALE, CO 81623

City, State, Zip

10/17/16 Today's Date

Expiration Date: [Redacted] CVC [Redacted]

[Authorized Signature]
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,

BLUE LAKE PRE SHCOOL, INC.

is a Nonprofit Corporation
formed or registered on 05/19/2000 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 20001102367.

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 02/17/2017 that have been posted, and by documents delivered to this office electronically through 02/21/2017 @ 12:40:44.

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 02/21/2017 @ 12:40:44 in accordance with applicable law. This certificate is assigned Confirmation Number 10088206.

STATE OF COLORADO
1876

[Signature]
Secretary of State of the State of Colorado

End of Certificate

Notice: A certificate issued electronically from the Colorado Secretary of State’s Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State’s Web site, http://www.sos.state.co.us/hic/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."
BOARD OF TRUSTEES AGENDA MEMORANDUM

TITLE: Bike, Pedestrian, and Trails Commission Review of “Priority Corridors” & “Priority After Dark Corridors”

SUBMITTING DEPARTMENT: Boards and Commissions

ATTACHMENTS: BPT Commission Priority Corridors Map

BACKGROUND

On December 5, 2016 the Bike, Pedestrian, and Trails Commission reviewed the findings from two public meetings addressing pedestrian and bicycle safety as it relates to side-paths (sidewalks and multi-use paths), primarily at night. Additionally the commission's discussion and recommendation were directly informed by the findings in the 2013 Town of Carbondale Comprehensive Plan (Chapter 3 “Multi-Modal Mobility”) and the 2015 Park, Recreation, and Trails Master Plan (Chapter 4 “Recommendations: Improve the Bicycle and Pedestrian Network”). The commission motioned to recommend the attached map outlining priority multi-modal corridors (including identified night time routes).

RECOMMENDATION

The Bike, Pedestrian, and Trails Commission recommends the Board of Trustees move to approve the identified priority multi-modal corridors depicted on the attached map. This network of routes includes priority corridors [yellow routes] and night time routes [dotted yellow routes], and important future connections [red routes] and was arrived at by weighing significant public input and scoping over the past 5-years as well as ongoing input from town stakeholders, staff, and citizens. These recommendations were motivated by the ongoing efforts of the commission to improve conditions for walking and bicycling in town as well as specific recent events that triggered citizen concerns about safe pedestrian travel in town after dark.

Significant findings included the conclusion that lighting the Rio Grande trail through town is not a priority as pedestrians are simply choosing alternate routes after dark. Additionally, we believe there is no one-size-fits-all solution to make pathways safer after dark (e.g. lighting). Rather a host of improvements and strategies need to be employed.
Crucial to the level of success in achieving the goal of enhanced and safer walking and riding in town will be to educate, encourage the use of, and popularize these routes. If these routes effectively and efficiently support multi-modal transportation their use, and we believe the safety of the users will rise accordingly. Current barriers include missing, narrow and/or discontinuous sections of side-path, very dark or occasionally glaring bright sections, low volume of walkers and riders, and a lack of awareness about the best routes.

We recommend the following immediate strategies to address these barriers.

- Begin planning to address the identified next steps listed below.
- Conduct a lighting audit of town streets and side-paths focussing on the identified corridors. Use results to inform future evaluations of problem areas (too dark, and/or too bright and glaring).
- Work with ThinkColorado.com to include the multi-modal priority corridors and night time routes on their map of Carbondale.
- Public education and outreach efforts including press releases through local media outlets, posting of maps and information at town kiosks, parks, businesses and schools and making resources available at town events and festivals.
- Enhanced police patrols along the identified priority corridors.
- Identifying and/or offering self defense classes and resources.

Next steps include the recommendation that the following infrastructure improvements be completed to improve the multi-modal network.

1. Adding lighting along the east-side of Highway 133 between Village Road and Cowen Drive to create a continuous lighted corridor from the round-about northward to Cowen Drive.
2. Adding a side-path along Village Road at Gianetti Park to create a safer and more efficient connection to/from the RFTA Park-and-Ride.
3. Address the deficiencies along 8th Street (narrow and discontinuous side-path segments, and significant encroaching by parked cars).

Longer term priority infrastructure projects continue to include:

1. Filling in the gap along Snowmass Drive between east Main Street and Sopris Avenue*.
2. Completion of the CRMS trail from its northern terminus to the Garfield County Right of Way at CRMS and onto the Crystal River Bridge*.
3. Creating a side-path along Cowen Drive from the end of 8th street northward to the existing side-path near the Comfort Inn.

*These projects are outside of town limits but continue to be identified as desired priority projects that will directly benefit town citizens and visitors.

Prepared by: Darryl Fuller
Bike, Pedestrian, & Trails Commission, Chair
Proposed Priority Corridors to promote enhanced pedestrian and cycling circulation in Carbondale, Colorado.

Compiled by Bicycle, Pedestrian, Trails Commission 12/05/16

**LEGEND**

- Priority Corridors: Solid Yellow Routes
- Nighttime Priority Routes: Dotted Yellow Routes
- Important Future Connections: Solid Red Routes

120516 Proposed Priority Corridor WGS84
USNG Zone 13SCD
CaliTerra.com
NEO CONNECT

GARFIELD AND MESA COUNTY
STRATEGIC BROADBAND PLAN

DIANE KRUSE
D KRUSE@NEOCONNECT.US
970-309-3500
# Methodology and Activities

<table>
<thead>
<tr>
<th>Current Market Assessment</th>
<th>Existing Assets</th>
<th>Preliminary Design and Engineering</th>
<th>Financial Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Surveys</td>
<td>• Tower Inventory and Assessment</td>
<td>• Middle Mile Fiber</td>
<td>• FTTP – Retail</td>
</tr>
<tr>
<td>• Speed Tests</td>
<td>• Existing Fiber/Conduit</td>
<td>• Connecting Anchor Institutions</td>
<td>• FTTP – Wholes</td>
</tr>
<tr>
<td>• Stakeholder Meetings</td>
<td></td>
<td>• Middle Mile Wireless</td>
<td>• Funding, Grant Opportunities</td>
</tr>
<tr>
<td>• Research, NTIA and Broadband USA</td>
<td></td>
<td>• Last Mile FTTP</td>
<td>• Strategies and Partnerships</td>
</tr>
<tr>
<td>• Request for Information from the Service Providers</td>
<td></td>
<td>• Last Mile Wireless</td>
<td>• Potential Operating Models</td>
</tr>
<tr>
<td>• Community Anchor Institutions</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**NEO CONNECT**
RESIDENTIAL SURVEY HIGHLIGHTS

• Reliability is the most important factor for users, followed by speed/availability and then price.

• 49% of the residential respondents have at least one person telecommuting or working from home.

• Households mostly use the Internet for "basics" like email, browsing/research, etc.

• More and more, households are relying on streaming video over the Internet for in-home entertainment.

• Most respondents strongly agreed that their demands on Internet bandwidth and speed are consistently increasing.

• 24% of the respondents indicated that they would consider moving if the Internet service was inadequate.
# Current Market Assessment

## Technology

<table>
<thead>
<tr>
<th>City</th>
<th>DSL</th>
<th>Fiber</th>
<th>Cable</th>
<th>Wireless</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glenwood</td>
<td>94.24%</td>
<td>34.28%</td>
<td>91.74%</td>
<td>100.00%</td>
<td>0.00%</td>
</tr>
<tr>
<td>Rifle</td>
<td>96.41%</td>
<td>0.00%</td>
<td>94.42%</td>
<td>100.00%</td>
<td>0.00%</td>
</tr>
<tr>
<td>Carbondale</td>
<td>97.34%</td>
<td>3.88%</td>
<td>95.63%</td>
<td>100.00%</td>
<td>0.00%</td>
</tr>
<tr>
<td>New Castle</td>
<td>92.63%</td>
<td>0.00%</td>
<td>94.53%</td>
<td>100.00%</td>
<td>0.00%</td>
</tr>
<tr>
<td>Silt</td>
<td>99.85%</td>
<td>0.00%</td>
<td>96.57%</td>
<td>100.00%</td>
<td>0.00%</td>
</tr>
<tr>
<td>Parachute **</td>
<td>99.28%</td>
<td>0.00%</td>
<td>94.51%</td>
<td>100.00%</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

## Speed

### Wireline Broadband Availability

<table>
<thead>
<tr>
<th>Percent of Garfield County Population with Available Download Speeds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glenwood Springs</td>
</tr>
<tr>
<td>-------------------</td>
</tr>
<tr>
<td>768k</td>
</tr>
<tr>
<td>1.5M</td>
</tr>
<tr>
<td>3 M</td>
</tr>
<tr>
<td>6 M</td>
</tr>
<tr>
<td>10 M</td>
</tr>
<tr>
<td>25 M</td>
</tr>
<tr>
<td>50 M</td>
</tr>
<tr>
<td>100 M</td>
</tr>
<tr>
<td>1 Gig</td>
</tr>
</tbody>
</table>
LEVELS OF INVESTMENT

1) Municipal Facilitation through Broadband Friendly Policies and Ordinances, Tax Incentives and Use of Existing Assets

2) Smart Conduit Construction to Gain Assets and Attract Partners

3) Connecting Community Anchor Institutions and Smart City Applications

4) Connecting Homes and Businesses, Fiber to the Premise
BROADBAND FRIENDLY POLICIES, SMART CONDUIT CONSTRUCTION

- Shadow Conduit, Dig Once Policy
  - $3.00 - $6.50 per foot vs. $30 - $35 per foot in cost.
  - Resulting in $28.50 per foot in cost savings
  - City pays for incremental costs of shadow conduit
  - Reduces overall cost of construction for fiber
BUILDING TO ANCHOR INSTITUTIONS

- Key Facilities have Gigabit Broadband, Affordable, Resilient

- Leverage grant funding for schools (E-rate), hospitals (Rural Healthcare) and other anchor institutions (Public safety, DOLA)

- Can potentially serve as a wireless access point that is fiber fed

- Allows fiber to be built further into community
# Anchor Institutions, Town of Carbondale

<table>
<thead>
<tr>
<th>Institution</th>
<th>Address</th>
<th>City</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heritage Park Care Center</td>
<td>1200 Village Road Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Fire Prot Dist Station 5</td>
<td>5986 County Road 100 Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Branch Library</td>
<td>520 Supris Avenue Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Town Of Carbondale</td>
<td>511 Colorado Avenue Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale &amp; Rural Fire Protection District</td>
<td>300 Meadowood Drive Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Middle School</td>
<td>180 Snowmass Dr, Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Crs Montessori School</td>
<td>1539 CO 133 Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Community Charter School</td>
<td>1503 Satank Road Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Police Department</td>
<td>511 Colorado Avenue Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Fire Prot Dist Station 1</td>
<td>300 Meadowood Drive Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Crystal River Elementary School</td>
<td>160 Snowmass Drive Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Bridges High School</td>
<td>455 S 3rd St: Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Colorado Rocky Mountain School</td>
<td>1493 County Road 106 Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Recreation &amp; Community Center</td>
<td>567 Colorado Avenue Carbondale Co 81623</td>
<td>Carbondale</td>
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<tr>
<td>Carbondale Post Office</td>
<td>555 Main Street Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Colorado Mountain College Lappala Center</td>
<td>590 Colorado Avenue Carbondale Co 81623</td>
<td>Carbondale</td>
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<tr>
<td>US Forest Service Carbondale</td>
<td>620 Main Street Carbondale Co 81623</td>
<td>Carbondale</td>
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<td>Carbondale Municipal Pool</td>
<td>584 Main Street Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Third Street Center Carbondale Council on Arts</td>
<td>520 South 3rd Street #9 Carbondale Co 81623</td>
<td>Carbondale</td>
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<tr>
<td>Colorado Rocky Mountain School</td>
<td>500 Holden Way, Carbondale, CO 81623</td>
<td>Carbondale</td>
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<tr>
<td>River Valley Ranch</td>
<td>303 River Valley Ranch Road Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Waldorf School on the Roaring Fork</td>
<td>16543 Highway 82 Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Fire Prot Dist Administration Office</td>
<td>301 Meadowood Drive Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Crystal River Fish Hatchery</td>
<td>2957 Highway 133, Carbondale, CO 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Roaring Fork High School</td>
<td>2270 Highway 133, Carbondale, CO 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Public Works</td>
<td>756 CO-133, Carbondale, CO 81623</td>
<td>Carbondale</td>
</tr>
</tbody>
</table>
# Building to the Anchor Institutions

<table>
<thead>
<tr>
<th>Total CAls</th>
<th>Using City Fiber CARBONDALE</th>
<th>Using City Fiber and Privately Owned Fiber CARBONDALE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Healthcare</td>
<td>$19,719</td>
<td>$19,719</td>
</tr>
<tr>
<td>Schools</td>
<td>$457,269</td>
<td>$162,009</td>
</tr>
<tr>
<td>Other</td>
<td>$906,665</td>
<td>$785,673</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>$1,383,653</strong></td>
<td><strong>$967,400</strong></td>
</tr>
</tbody>
</table>

Reference page 10
FTTP FINANCIAL MODEL SUMMARY

✦ $12.1 Million in Capital Costs
✦ 2-3 year build out
✦ $70/month Residential and Business Gbps
✦ Dedicated Gbps could be priced differently for Large Businesses
✦ 40% take rate
✦ Mitigate risk by pre-sign up process, then build
✦ Potential partnerships

<table>
<thead>
<tr>
<th>City</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td></td>
</tr>
<tr>
<td>HHP Estimate</td>
<td></td>
</tr>
<tr>
<td>Road Plant (FT)</td>
<td>154,876</td>
</tr>
<tr>
<td>Road Plant (Miles)</td>
<td>29.33</td>
</tr>
<tr>
<td>Existing (FT)</td>
<td>37,727</td>
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<tr>
<td>Existing (Miles)</td>
<td>7.15</td>
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<tr>
<td>Density</td>
<td>89.36</td>
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<tr>
<td>OSP Cost/HHP</td>
<td>$1,540.00</td>
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<tr>
<td>OSP Build Cost</td>
<td>$4,036,648</td>
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<tr>
<td>Electronics Cost/HHP</td>
<td>$3,080</td>
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<tr>
<td>Electronics Build Cost</td>
<td>$8,073,296</td>
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<tr>
<td>Build Cost $$</td>
<td>$12,109,944</td>
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<tr>
<td>Notes</td>
<td></td>
</tr>
</tbody>
</table>

CARBONDALE
- Garfield

SB 152 Opt Out
MODELS AND APPROACHES

Google
- Google builds, owns infrastructure
- City has little control over buildout, pricing, Service Level Agreements
- No capital risk

Westminster, MD
- City owns infrastructure
- Ting is the service provider
- "Built by Westminster, Powered by Ting"
- Revenue share
- Ting covers any shortfall in debt coverage
- Support ancillary services (cell, e-government)

20 year Lease
- Company finances build
- Lease payments are driven by minimum take rate percentage
- Payments from the service providers cover the lease payment
- No capital
- City owns network after 20-30 years
EVALUATING MODELS, PARTNERSHIPS

Control (Ownership)

Risk

Reward or Benefits Gained
Thank You

Next steps, and questions
BROADBAND MODELS
AND FINANCIAL
CONSIDERATIONS
TOWN OF CARBONDALE
March 2017

Abstract
NEO Connect has completed a broadband study for Mesa and Garfield Counties. This report has been assembled specifically for the Town of Carbondale discussing ways the local government can facilitate further last-mile broadband development within the Town of Carbondale. This paper discusses the financial considerations of various broadband models and approaches.

Prepared for the Town of Carbondale, by Diane Kruse, NEO Connect
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FINANCIAL CONSIDERATIONS, TOWN OF CARBONDALE BROADBAND MODELS

Introduction
This report includes capital costs projections and financial implications of the various levels of investment that the Town of Carbondale may consider to help improve broadband services within the community. The report also discusses various models and approaches that other communities have implemented and the financial considerations that would apply specifically to the Town of Carbondale with these approaches.

NEO Connect has been working with Garfield and Mesa Counties ("the Counties") on a broadband plan for the two counties. There are a number of activities that were undertaken to put together a comprehensive plan for improving broadband services in the Counties. These activities included:

1. **Surveys.** Surveys were made available for citizens and businesses to provide feedback on current levels of broadband, how homeowners and businesses currently use the Internet, what currently being paid for services, current download and upload speeds are, and what is most important in regards to high speed Internet service.

2. **Stakeholder Meetings.** NEO’s team met with key stakeholders in the communities. These meetings included discussions with medical community, schools, key stakeholders, city councils, county commissioners and citizens in public meetings.

3. **Research.** Independent research was conducted in regards to national mapping and availability reported though Broadband USA.

4. **Request for Information from the Service Providers.** A formal invitation to provide information and input into the plan was provided for the local service providers. Ten responses were received from local and national providers and their input has been incorporated into the plan.
5. **Tower Inventory and Assessment.** NEO's team provided an on-site inventory and assessment of the existing wireless towers in Garfield County and the surrounding area. Mesa County had previously conducted a separate wireless study in partnership with the City of Grand Junction, and therefore, NEO did not include Mesa County in the wireless assessment. The wireless assessment included evaluation of the existing tower's structural capacity, available space, and providers currently using the towers. From there, a propagation study was conducted to identify gaps in both wireless broadband coverage.

6. **Existing Assets.** NEO's team researched what existing fiber optic and conduit assets were available within the Counties. Maps of these existing assets have been provided to the Committee as a deliverable of this project.

7. **Community Anchor Institutions.** A list of community anchor institutions was assembled, identifying addresses, needs and current levels of services. Additionally, NEO obtained substation information and utility pole data from the local electric cooperatives, identifying possible strategies for placement of fiber on existing utility poles. NEO's team has provided a preliminary design and projected capital costs to connect these priority locations, as well as the projected costs to connect all community anchor institutions with fiber optic cable.

8. **Preliminary Design and Engineering.** Preliminary design and engineering was conducted to connect the communities with fiber and digital microwave services for a middle mile strategy. Preliminary design was also performed to connect anchor institutions with fiber optic cable as well as capital cost projections for a Fiber-to-the-Premise network for the communities within both Counties. As mentioned earlier, design, engineering and capital cost estimates were also assembled for improving wireless capabilities.

9. **Financial Plan.** A detailed financial analysis was performed on various strategies for implementation for each community. Financial models were created for a number of public-private partnership models and ownership/operating models.

10. **Strategies and Plans.** And finally, a final report was assembled to provide a path forward towards implementation of several strategies and plans to improve broadband and data connectivity for the Counties.
This paper is not the final report, but rather, is a summary of financial implications specifically for the Town of Carbondale.

Additionally, NEO has put together capital costs estimates for designing and building a Fiber-to-the-Premise network within the Town of Carbondale. Putting together this information does not necessarily imply that the Town of Carbondale should or will be building and owning a Fiber-to-the-Premise network. Rather, this information has been compiled for City staff and council members to be able to understand the models and approaches through the lens of their respective financial implications. This white paper provides the financial framework of these various levels of investment and the various models of public-private partnerships. This report does not provide the wireless assessment information that NEO provided.

What is the Current Broadband Infrastructure?
NEO assessed the current market for broadband availability by conducting independent research on the existing technologies and speeds available in Garfield County. NEO also confirmed much of this information by conducting surveys for homeowners and businesses and through a formal Request for Information from the service providers. Here are the findings of the current market assessment.

Garfield County
According to Broadband Map USA¹, CenturyLink provides DSL broadband technologies to the majority, over 92 - 99%, of the population in Garfield County.

<table>
<thead>
<tr>
<th>City</th>
<th>DSL</th>
<th>Fiber</th>
<th>Cable</th>
<th>Wireless</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glenwood</td>
<td>94.24%</td>
<td>34.28%</td>
<td>91.74%</td>
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<td>0.00%</td>
</tr>
<tr>
<td>Rifle</td>
<td>96.41%</td>
<td>0.00%</td>
<td>94.42%</td>
<td>100.00%</td>
<td>0.00%</td>
</tr>
<tr>
<td>Carbondale</td>
<td>97.34%</td>
<td>3.88%</td>
<td>95.63%</td>
<td>100.00%</td>
<td>0.00%</td>
</tr>
<tr>
<td>New Castle</td>
<td>92.63%</td>
<td>0.00%</td>
<td>94.53%</td>
<td>100.00%</td>
<td>0.00%</td>
</tr>
<tr>
<td>Silt</td>
<td>99.85%</td>
<td>0.00%</td>
<td>96.57%</td>
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<td>0.00%</td>
</tr>
<tr>
<td>Parachute **</td>
<td>99.28%</td>
<td>0.00%</td>
<td>94.51%</td>
<td>100.00%</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

Fiber-to-the-Premise technology is only available in Glenwood Springs and Carbondale. Cable and wireless technologies are available to nearly everyone.

Most of the population does have access to technology that meets the minimum definition of broadband: 25 Mbps in download and 3 Mbps in upload speed.

The new “gold standard” in broadband is the ability to support Gigabit or 1,000 Mbps of speed. Very little of the population within Garfield County have this capability.

<table>
<thead>
<tr>
<th>Glenwood Springs</th>
<th>Rifle</th>
<th>Carbondale</th>
<th>New Castle</th>
<th>Silt</th>
<th>Parachute **</th>
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<tbody>
<tr>
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<td>96.77%</td>
<td>99.94%</td>
</tr>
<tr>
<td>1.5M</td>
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<td>96.66%</td>
<td>97.94%</td>
<td>96.77%</td>
<td>99.94%</td>
</tr>
<tr>
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<tr>
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<tr>
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</tr>
<tr>
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<td>0.00%</td>
<td>3.88%</td>
<td>0.00%</td>
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</tr>
</tbody>
</table>

Wireless (as opposed to Wireline) does not support high levels of upload speed in Garfield County.

Communities are considering how to invest in broadband services to support the new “gold standard” of broadband connectivity – Gigabit capacity.
What Level of Investment from the Municipality?

Below is a list of possible and typical levels of investment and strategies that a municipality may consider for broadband implementation to support Gigabit capability.

1) Municipal Facilitation through Broadband Friendly Policies and Ordinances, Tax Incentives and Use of Existing Assets

2) Smart Conduit Construction to Gain Assets and Attract Partners

3) Connecting Community Anchor Institutions and Smart City Applications

4) Connecting Homes and Businesses, Fiber to the Premise

1) Municipal Facilitation through Broadband Friendly Policies and Ordinances, Tax Incentives and Use of Existing Assets

Establishing broadband friendly policies and ordinances will not cost the Town of Carbondale anything, except potentially administrative and legal costs. Sample policies and ordinances that have been adopted by other municipalities have been provided to the committee by NEO Connect and can be provided to City staff upon request.
These policies can be implemented to facilitate investment from the private sector and can also

\textit{Financial Implication to the Town of Carbondale: Close to $0.}

be used to gain substantial assets owned by the Town of Carbondale that can be leveraged for future broadband deployment.

2) Smart Conduit Construction to Gain Assets and Attract Partners

Giving access to existing conduit or fiber owned by the Town of Carbondale can be leveraged to attract potential partners that may be willing to deploy an all-fiber network. The City should implement a shadow conduit policy that requires installation of additional conduit whenever work is being done within the City's right of way. By creating and implementing a shadow conduit policy, the City will gain additional conduit that can be used to leverage further investment.

\textit{Financial Implication to the Town of Carbondale:} $3.00 - $6.50 per foot vs. $30 - $35 per foot in cost. Resulting in $28.50 per foot in cost savings

Putting in shadow conduit when work is being done in the right of ways would cost the City the incremental costs of the conduit (estimated at $1.50 - $3.50 per foot) plus the incremental cost for construction (estimated at $1.50 - 3.00 per foot). Consequently, if the Town of Carbondale were to build conduit when trenches are not open, or when work is not being done in the right of way, costs for conduit material and labor would be approximately $30 - $35.00 per foot.

3) Connecting Community Anchor Institutions, Smart City Applications

Local governments and state agencies have been connecting their community anchor institutions with fiber optic networks for over twenty years. Community anchor institutions are state, county and local government offices and buildings, schools and libraries, hospitals, medical facilities and first responders. In fact, in the U.S., thousands of schools, libraries,
community centers, and public health and safety providers obtain their broadband connectivity from local government and state non-profit networks, including state research and education networks.

The Town of Carbondale has many anchor institutions that are already connected with fiber that is City-owned or owned by Cedar Networks.

**Anchor Institutions within the Town of Carbondale**
Below are the anchor institutions within the Town of Carbondale.

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>City</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heritage Park Care Center</td>
<td>1200 Village Road Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Fire Prot Dist Station 5</td>
<td>6986 County Road 100 Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Branch Library</td>
<td>330 Sopris Avenue Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Town Of Carbondale</td>
<td>511 Colorado Avenue Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale &amp; Rural Fire Protection District</td>
<td>300 Meadowood Drive Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Middle School</td>
<td>180 Snowmass Dr, Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Ross Montessori School</td>
<td>1539 CO133 Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Community Charter School</td>
<td>1505 Satank Road Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Police Department</td>
<td>511 Colorado Avenue Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Fire Prot Dist Station 1</td>
<td>300 Meadowood Drive Carbondale Co 81623</td>
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<tr>
<td>Crystal River Elementary School</td>
<td>160 Snowmass Drive Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Bridges High School</td>
<td>455 S 3rd St Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Colorado Rocky Mountain School</td>
<td>1453 County Road 106 Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Carbondale Recreation &amp; Community Center</td>
<td>567 Colorado Avenue Carbondale Co 81623</td>
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<tr>
<td>Carbondale Post Office</td>
<td>655 Main Street Carbondale Co 81623</td>
<td>Carbondale</td>
</tr>
<tr>
<td>Colorado Mountain College Lappsali Center</td>
<td>690 Colorado Avenue Carbondale Co 81623</td>
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<tr>
<td>US Forest Service Carbondale</td>
<td>620 Main Street Carbondale Co 81623</td>
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<td>Carbondale Municipal Pool</td>
<td>684 Main Street Carbondale Co 81623</td>
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<tr>
<td>Third Street Center Carbondale Council on Arts</td>
<td>520 South 3rd Street #9 Carbondale Co 81623</td>
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<tr>
<td>Colorado Rocky Mountain School</td>
<td>500 Holden Way, Carbondale, CO 81623</td>
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<tr>
<td>River Valley Ranch</td>
<td>303 River Valley Ranch Road Carbondale Co 81623</td>
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<td>Waldorf School on the Roaring Fork</td>
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<td>Carbondale Fire Prot Dist Administration Office</td>
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<tr>
<td>Carbondale Public Works</td>
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</tr>
</tbody>
</table>

The anchor institutions were sorted by medical and healthcare, schools and the remaining anchor institutions are referred to as “other.” They were sorted in this way because there is grant funding to build to healthcare intuitions and for schools. These grants may be targeted to potentially fund fiber build out to these locations.

Cedar Networks has installed a substantial amount of fiber in the area. **Obviously, if the anchor institution is already being served with fiber by another provider, and the pricing is cost effective and affordable and/or if the service is robust, it may not make sense for the Town of Carbondale or any other entity to build fiber to that location.**
If the Town of Carbondale were to build to all of the anchor institutions, the projected capital costs are estimated at $1,383 Million. This assumes using the existing City-owned fiber. If privately-owned (i.e., Cedar Network’s) fiber can be used, the capital costs would be $967,400.

<table>
<thead>
<tr>
<th>Totals</th>
<th>Using City Fiber CARBONDALE</th>
<th>Using City Fiber and Privately Owned Fiber CARBONDALE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total CAIs</td>
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<tr>
<td>Healthcare</td>
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<td>Schools</td>
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<td>Other</td>
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<tr>
<td>Totals</td>
<td>$1,383,653</td>
<td>$967,400</td>
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</table>

A detailed breakdown of the engineering, construction management, construction labor and materials is shown below.

<table>
<thead>
<tr>
<th>Healthcare Anchor Institution Estimates</th>
<th>Using City Fiber CARBONDALE</th>
<th>Using City Fiber and Privately Owned Fiber CARBONDALE</th>
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<tbody>
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<td>City</td>
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<tr>
<td>New (FT)</td>
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<td>CAIs</td>
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<td>Fiber Ct</td>
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<tr>
<td>Aerial Fiber (FT)</td>
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<td>Underground Fiber (FT)</td>
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Most of the construction costs to build this network are for directional boring or placement of conduit. If the Town of Carbondale can work with other companies that are planning construction in the City by implementing a Dig Once and Shadow Conduit policy, much of these conduit placement costs could be drastically reduced.

Connecting these anchor institutions with fiber allows each location to receive very high-speed data connectivity and Internet while eliminating or drastically reducing the monthly lease or access costs paid to the private sector service providers. The Town of Carbondale could consider connecting their community anchor institutions with fiber to ensure that they have the highest-quality broadband connectivity. This could be done in collaboration with the other agencies to share in the cost of construction.

Then, once these networks are built, the City could also consider leasing excess capacity of conduit or of fiber to the private sector for last mile build out and use. Once a network is built that serves schools, government offices, fire districts and the like, generally, this network reaches deep into neighborhoods and past business parks. These networks can then serve as an opportunity to allow the private sector to lease excess capacity and in turn serve homes and businesses with high-speed fiber.

A map of the design of the fiber network to connect the list of anchor institutions identified above is shown on the first map below. The second maps show what would be built if the City could leverage the Cedar Network’s fiber network, or simply not build to the anchor institutions that are already being serviced by Cedar Networks.
4) Connecting Homes and Businesses, Fiber-to-the-Premise and Gigabit Broadband

NEO's team put together preliminary design and projected capital cost estimates for building a Fiber-to-the-Premise network that is capable of handling symmetrical Gigabit broadband speeds. A Fiber-to-the-Premise network is one that builds fiber optic cable to every home and business within the city.

<table>
<thead>
<tr>
<th>City</th>
<th>Notes</th>
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<tr>
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<td>SB 152 Opt Out</td>
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HHP = Households Passed  
OSP = Outside Plant, or the fiber optic construction
It would cost approximately $12.1 Million to pass and connect every home within the Town of Carbondale.

The OSP or outside plant costs are highlighted because some cities have chosen to build the fiber network and pay for the capital costs to do so, to own the network. These cities have negotiated a partnership with a or several service providers to pay for the electronics to “light” the network and provide services.

Possible Models and Approaches, Retail and Wholesale Models

There are a number of models to finance, design, construct and operate a Fiber-to-the-Premise network. One of the models in the industry is when the municipality designs, builds, owns and operates a network and becomes the Internet Service Provider to homes and businesses. This model is often referred to as a Retail Model and is discussed in detail below. Another model is one in which the municipality builds and owns the fiber network and Internet services are provided directly by the private sector. This has often been referred to as a Wholesale Model, and again, is discussed in detail below.

Fiber-to-the-Premise, Retail Model

The most ambitious strategy for a municipality to consider is the opportunity to connect all homes and businesses with fiber. More challenging geographies are sometimes forced to utilize wireless technologies to deliver service with a hybrid fiber/wireless network. Cities are building or facilitating Fiber-to-the-Premise networks or “Gigabit-enabled” networks, allowing for Internet speeds of 1,000 Mbps or 1 Gbps in both upload and download speeds for all homes and businesses within a city’s boundary.

In this model, the municipality and/or municipal utility designs, builds, owns and operates the network, and essentially becomes the Internet Service Provider. An increasingly prevalent case for investing in building municipal broadband is being made by advocates defining the Internet as a “utility” and thus a necessity for the public sector to provide when otherwise unavailable.

Most municipalities that have deployed a retail, Fiber-to-the-Premise strategy have been providing electric services to their constituents. Municipal electric utilities have an easier implementation path because they already have the access to utility poles and other
infrastructure, billing processes in place, customer service centers operational, and business relationships with each and every homeowner and business.

The City of Longmont has deployed this approach and is nationally known as a model of success. Dubbed “NextLight,” this Gigabit fiber network is owned and operated by the City and its power utility, Longmont Power & Communications (LPC). Longmont opted out of Colorado’s SB 152 law in November of 2011 with 60% of the vote. Two years later, Longmont voters approved a $40.3 million bond issuance to cover the startup costs and network build.

Longmont followed Google Fiber’s marketing strategy by launching a pre-build sign-up campaign. The neighborhood with the most market share or “take rate” would be the first area where Longmont would build. The first neighborhood received a 72% take rate prior to construction. Longmont’s 38,000 homes and businesses now have symmetrical Gigabit service for $50 per month for those who signed up early. The $50 per month is guaranteed for the lifetime of the home as well as the owner/tenant of the home if he/she moves within the City limits. Longmont’s business service includes symmetrical 100 Mbps for $230 per month and symmetrical 250 Mbps service for $500 per month.

Longmont is experiencing an average take rate percentage of 56%. The initial feasibility study conducted in 2013 predicted a 27% take rate. Late in 2016, the City voted to increase LPC’s budget by $7 million, sourced from the Electric and Broadband Utility Fund balance, to hire staff needed to support take rates twice as high as initially predicted.

Meanwhile NextLight is helping businesses and fostering growth by providing connectivity that’s enabling the community to successfully compete with its neighbor to the south, Boulder. Local businesses that were looking to expand outside the city elected to stay and grow in Longmont thanks to the Gigabit network. The network is also attracting regional work-from-home Coloradans looking for an ideal place to work and raise their family.

**Fiber-to-the-Premise – Wholesale Model**

Municipalities can take one of two approaches with the wholesale model, owning the fiber only or owning the fiber and the equipment it takes for it to run or be “lit.” Fiber optic cable that does not have equipment on the ends of it is referred to as “dark” fiber. Fiber optic cable that has equipment in place is referred to as “lit” fiber.

Whether the municipality provides dark or lit fiber, the wholesale model assumes at least one and possibly multiple service providers are available to provide Internet services. The municipality owns the network, and in some cases, the equipment to light the network, and the service provider(s) pay a lease fee to the municipality in the form of a monthly payment or in the form of a revenue share, a percentage of the gross revenues generated by service fees on the network.
This ownership by a municipality, run by a private entity approach is nothing new; it has been prevalent for decades with toll roads that are managed privately. What is a new and emerging trend, is communities funding a network and turning it over to a traditional carrier to manage and operate the network.

As part of the Northwest Colorado Regional Broadband Strategic Plan effort, Rio Blanco County identified that broadband service in the County was inadequate to sustain 21st century economic development. Rio Blanco County is deploying a wholesale Fiber-to-the-Premise model. In 2014, Rio Blanco County voted to opt out of SB 152 and reclaimed their local telecommunications authority. Shortly after opting out, Rio Blanco received grant funding with the Colorado Department of Local Affairs (DOLA) to build out the network. The County and some of the local community anchor institutions are providing the match funding required by the grant. The County is building fiber infrastructure to the block in Rangely and Meeker and service providers will finish the build-out to each home or business. In the more rural parts of the county, subscribers will be served by wireless infrastructure and technologies.

Subscribers have the option to choose between two providers which are offering services on Rio Blanco’s network. Local Access Internet (LAI) and Cimarron Telecommunications are offering symmetrical Gigabit Internet access (1,000 Mbps or 1 Gbps) for $70 per month.

In addition to the retail and wholesale Fiber-to-the-Premise models, there are a number of emerging public-private partnership models that are just being introduced in the industry. A description of typical funding mechanisms for municipalities will be discussed below as well as a description of the emerging public-private partnership models.

**Financing Municipal Broadband Networks**

There are several strategies local governments have used to finance municipal broadband networks. Municipalities can sometimes appropriate funds available through the general fund, to cover the capital costs of network builds. Funds can be appropriated either on a one-time or multi-year basis.

If there is not sufficient funding available in the general fund, a number of municipalities have used general obligation bonds, revenue bonds, or certificates of participation to finance the network build-out. Other financing options include New Market tax credits, for which allocations would have to be secured; economic development retail sales tax funds, internal loans, TIF, economic development financing programs, and crowd sourcing.

There is also a growing interest among private financial institutions willing to invest in municipal networks. Local governments may be able to find alternative means of financing government anchor networks using private capital.
Grant Funding

Grant funding is available from a number of state and national sources. At the federal level, E-rate and the Rural Healthcare Grants are provided through the Universal Service Administrative Company (USAC). USAC is an independent, not-for-profit organization, designated by the FCC to administer the Universal Service Fund. This fund receives approximately $10 billion annually and is used to deliver funding through four programs (E-rate, the Rural Healthcare Program, Lifeline Program and the High Cost Program). The E-rate program will pay for 40-60% of the capital costs to build fiber to schools and libraries. The Rural Healthcare Program will pay for 60-65% of the capital costs to build fiber to qualifying medical facilities. Although there are strict rules through USAC and the E-rate Program regarding the use of excess fiber deployed through the grant, there may be opportunities to obtain a waiver of this rule, allowing the City to partner with the School District on portions of their build.

Another federal program for financing broadband is the Economic Development Administration (EDA). EDA will fund development for partnership planning, local technical assistance and economic adjustment assistance. EDA will fund implementation and construction of broadband networks for public works projects and economic adjustment assistance projects. Other federal programs are offered through the US Housing and Urban Development. A variety of funding sources and funding mechanisms are available through HUD for planning and implementation of broadband networks.

At the state level, the Colorado Department of Local Affairs (DOLA) in 2015 announced a $20 Million broadband implementation grant program for regional councils of governments and municipalities. DOLA has not yet announced funding availability for 2016 or 2017 specifically for broadband implementation; however, applicants are encouraged to apply for funding through the Energy and Mineral Impact Fund. DOLA has three rounds of financing applications with deadlines for grant submission being April 1st, August 1st and December 1st.

Other Potential Sources of Funding, Supplemental Tax Revenues, Streaming and Over-the-Top Services

Across the U.S., cable companies are seeing their customers cancel their traditional broadband TV services and choose to receive their entertainment through over-the-top services or streaming services such as Hulu, Amazon Video, Netflix and HBO Go. As cord-cutting increases, some municipalities have been trying to recoup lost franchise fees received from cable companies by charging taxes on over-the-top services.

Within the past year, approximately 45 cities in California are implementing or planning to implement a tax on streaming services and video games, using their city’s existing tax rate for cable providers. Their tax rates on video services range from 4.5 to 11 percent. Already taxing these services at rates from 6% - 9.4% include communities in Pennsylvania, Minnesota and Chicago.
There has been push-back from content and streaming providers on this tax and it is likely that these taxes will be challenged in court. An argument can be made that taxes on Internet sales are not allowed without a physical address within states, and therefore, this streaming and gaming tax could be struck down as well.

**Charging Fees for Use of Right of Ways**
Cities in Oregon have started charging private and public entities for use of their right of ways as a means to fund infrastructure improvements. The fee amount varies based on the kind of utility and how many facilities are used in the right-of-way. Charging right of way fees may be another funding mechanism for cities to build broadband infrastructure.

**Public Private Partnerships**
In addition to the above funding sources, there are a number of public-private partnership models that have recently emerged that allow the municipality to pursue a Gigabit-enabled network, while sharing in the risk, rewards and capital cost outlay of the network.

When evaluating public-private partnerships, municipalities need to balance the tension between control, risk and reward against the City’s goals for the project. Control, in this context, refers to ownership of the network or how much capital the municipality is willing to invest. A municipality must consider how much control or capital is needed to be invested to minimize risks and maximize rewards. Risks are associated primarily with financial risks such as debt and debt coverage, as well as implementation, execution and operational risks. Reward is often associated with where and how fast a network is constructed, coupled with what type of services will be offered and at what price. There may be other benefits that are classified under “reward” such as fiber built for the city’s benefit at no cost or construction and operational efficiencies gained from the potential partnership.
Partners can include private for-profit companies, local non-profits, other anchor institutions and even local residents. In some instances, the municipality may have a very limited role in a partnership and may only provide access to rights of way or other city infrastructure such as conduit, excess fiber, water or public safety towers, licensed spectrum, light poles or local government buildings. In other cases, a municipality may agree to become an anchor tenant and pay for service on the network for a contracted term, providing a guaranteed revenue source for the network project partner to justify the business plan to build out further in the community. In more extensive partnerships, the municipality can play a larger role, such as providing capital for part or all of the network construction. In some public partnership models, the private sector provides financing, while the municipality shares in some of the risk. In other models, the municipality pays for a substantial portion or all of the network build and contracts the operation of the network to the project partner. Sharing in the financial and operational risks and in the associated benefits of a project can allow communities to pursue broadband endeavors that may otherwise be unattainable.

Below are examples of three public partnership models that have been implemented by communities in the recent years.
Google Fiber, No Capital Outlay from the Municipality (and no Control)
Perhaps the most coveted example of a public-private partnership is the Google Fiber project in the Kansas City area. Google chose Kansas City, KS and Kansas City, MO as the community to embark upon its first foray into building fiber infrastructure. Kansas City, KS committed to facilitate access to local infrastructure and conduit that it owned and provided access to its rights of way. Kansas City, MO committed to waive local permitting fees and provided Google with unfettered access to dedicated city staff to support the project.

In return, Google has agreed to build and operate a fiber-to-the-premise network and provide Internet access service with 1 Gbps speeds to homes at $70 per month and to businesses at $300 per month. Google Fiber did not commit to ubiquitous coverage in Kansas City, but agreed to build out fiber in neighborhoods (called “fiberhoods”) that met a predetermined take rate percentage prior to construction.

Google Fiber used this same approach in Austin, TX and in Provo, Utah. Although in the past three years Google has announced plans to replicate this model in 35 other cities, Google has recently announced that it is pulling back its fiber-to-the-premise strategy and is experimenting with Gigabit wireless technologies. Currently Gigabit wireless technology is limited to 500 feet; meaning, fiber optic cable still needs to be installed very close to homes and businesses for the wireless technology to deliver Gigabit bandwidth. Nevertheless, Google’s pull back has caused some trepidation in the industry. Google is evaluating other models for partnership with cities and their pause in fiber-to-the-premise implementation should not be taken as an indication of their appetite for collaboration with cities.

22
In the Google Fiber KS model, the local governments do not commit capital to build the network. This limits the cities' financial risk substantially, but it also curbs the control they have over how and where the network is built. The municipalities in the Google Fiber projects have no say over prices charged to the customers, how the network is built or how fast. Google makes all of the decisions regarding current and future operations, and whether or not they pull out of a market. Given their most recent announcements of pulling back their plans, this has proven to be a substantial risk to the communities. Critics of Google's fiberhood approach claim that Google has "cherry-picked" more affluent neighborhoods to build its fiber and has left economically challenged neighborhoods off its build list.

**Ting, Municipality Builds the Fiber Network, Ting pays for Equipment and Operates the Network**

Canada’s Ting has recently made a name for itself as a private carrier that will deliver fiber-to-the-premises services over a city-owned network. Already underway in Westminster, MD, Santa Cruz, CA, and Huntsville, AL, Ting is now partnering with Centennial, CO to bring Gigabit fiber Internet access to Centennial’s 107,000 residents and its local businesses.

In this model the municipality provides the capital to build, own and maintain the "dark" fiber throughout the community and to every home and business. Ting "lights" the fiber by providing capital for the equipment. Ting provides Gigabit services to homes for $89 per month and to businesses for $139 per month. In order for the city to pay down its debt associated with building the fiber network, Ting pays the city a fee for homes and businesses that are fiber-ready or have been passed with fiber and another fee when homes and businesses start subscribing to Internet services.

While the fiber network is the property of the city and eventually an "open network," meaning several service providers can use it to offer services to homes and businesses, Ting partnerships typically feature an "exclusive right to operate network" for a minimum amount of time. While the build is the responsibility of the respective cities, Ting will lease and light the fiber and provide all equipment and Internet access. Cities partnering with Ting are mitigating risk and staying out of the challenging ISP business, but have more control over where, how and how fast the network is built. The cities also have control over pricing and services offered and can require that the network is available for others to use after an initial period of time.

Other companies are now replicating this model. Companies in Colorado that have stated they would enter into public-private partnerships similar to Ting’s model include Cedar Networks, Allo, FastTrack and Forethought. Others may also offer a similar model if asked to respond to a formal Request for Information or Proposal.

**Long-term Lease, Shared Take Rate Risks or Utility Fee**

Private firms including SiFi and Symmetrical Networks will fund a network build, and will oversee design, engineering, construction and operation of the network with a 20-year exclusive lease agreement. These firms are forecasting that the subscription rates they receive will
provide healthy returns on their investment. And for extra measure, they ensure a sufficient return by requiring cities to guarantee take rates, or pay the difference. The good news is that these potential city paybacks have a long ramp-up time before ever going into effect. Additionally, the guaranteed take rate is typically more than achievable at somewhere between 30-38%, depending on the negotiated terms. At the end of the negotiated years, the city owns the network free and clear but can continue to lease the fiber to their established partner(s).

Macquarie Capital will also work with communities to establish a fiber network using a similar model to that described above or with a utility fee structure model. This utility fee structure model was recently used to rescue Utah’s Utopia network from its financial woes. In the Utopia project, Macquarie charges a flat utility fee for every home and business that the network passes, whether the home or business signs up for services or not. Terms of the deal were reported to be $22.60 per month for five cities. In terms of revenue sharing, each city is able to keep 75% of wholesale revenue after the first $2M per year. This arrangement is expected to wipe out Utopia’s debt by 2021 if the network sees a 24% take rate for premium services.

Macquarie Capital is also providing financing, design, engineering, construction and operations for an anchor institutions network for the State of Kentucky. This “concessionaire model” provides a long-term agreement of 30 years where Macquarie is the lead vendor coordinating all financing and implementation for the project and the State of Kentucky, in turn, shares in the risks and rewards of the project.

How is the Network Implemented and Operated?

As discussed, there are a myriad of ways that a public-private partnership can be funded. In the same vein, implementation and operation models vary. In many instances, the municipality has staff and resources that are already providing utilities to their constituents, or are already maintaining roads and right of ways. With this being said, designing, building and operating a fiber network is not always in a municipality’s wheelhouse. Often a municipality will outsource the design, engineering, permitting, construction of the network and physical turn-up of services. In some cases, the municipality may also contract for operations of the network and in other instances, the municipality may source these functions in-house.

Private entities Macquarie, SiFi, Symmetrical Networks and Fujitsu, that are providing financing for these networks to be built under a public-private partnership model, are also looking for opportunities to work with municipalities who wish to outsource either part or the entire above list. Other municipalities are choosing to partner with these firms for the financing and operations, by keep the design, engineering and construction services under their control, using standard procurement processes for these functions.

As discussed in the funding section of this paper, each entity has a different model to recoup its investment and meet their business case for success. Usually these arrangements, fees, and
exclusive rights contracts are complex and should be reviewed by a firm with extensive experience in multiple cities with a wide variety of business models and contingencies.

Software Defined Network, with an “Opt-In” Twist
Named the community broadband project of the year by the National Association of Telecommunications Officers and Advisors (NATOA), the City of Ammon, Idaho’s open access network is obviously making many communities take notice. Ammon’s fiber network is a “software defined network,” allowing “fiber apps” to be setup and hosted on the network. One such application, is an innovative public safety application that uses the fiber network to coordinate immediate, real-time responses to school shootings. This has led to the City partnering with the University of Utah in a $600,000 initiative to research and develop a series of next-generation networking technologies supporting public safety, including broadband public emergency alerts.

Ammon has created Local Improvement Districts (LIDs) where residents can “opt in” or “opt out” of receiving service from the fiber-to-the-premise network. For those who opt-in, they are charged a monthly fee, where those who are not interested are not charged. The city council’s logic is that those who opt-in are investing in an opportunity to increase their property value.

Within a specific LID, improvement bonds are used to cover the expense. Bonds are paid off by an assessment of each participating property. It’s estimated that this will result in a $15 to $20 monthly charge for opting-in households.

The open-access network has an accessible online dashboard where Ammon’s residents can change providers if they’re not happy with their current provider. They can also set up private, high speed “rooms” online, with a few clicks. Virtual connections can be set up between all of the schools, or with the school and the hospital – on the fly, again, with a few clicks. Ammon’s open access model offers very high speed Internet with a number options for providers, but more importantly, it also supports a number of growing data applications, allowing collaboration with anyone on the network at any time.

In Conclusion
To state the obvious, there are a number of things to think about when pursuing a municipal broadband strategy. The purpose of this white paper is to showcase the various approaches, give examples of communities that are using these various approaches and provide a general understanding of each of the models and financing alternatives.

The conclusion of this paper should be that if the Town of Carbondale wanted to collaborate with various entities to build a community anchor institution network or a Fiber-to-the-Premise network, the opportunity exists to pursue such partnerships.
To: Mayor Richardson and Carbondale Trustees

From: CLEER and CORE staff

Re: Proposed scope of services 2017

Date: March 9, 2017

This scope of services is a combination of different programs that will help Carbondale achieve its climate goals. CLEER and CORE have created this work plan based on the actions listed in the Carbondale Climate Action Plan, comments received from Mayor Richardson, the Trustees and input from Town Manager Jay Harrington. Also included is the Scope of Services provided to the Town by CORE as part of the CORE membership.

Low-income Program: ($15,000)
This builds on the existing income qualified program offered in Carbondale, which leverages significant amounts of grant funding from Energy Outreach Colorado and participating utilities (Xcel Energy, Black Hills Energy and Holy Cross). Through the low-income program, we will perform free energy assessments and free energy efficiency upgrades in 15 to 20 homes in the Town of Carbondale. CLEER will also identify additional opportunities for low-income families such as free solar through utility solar gardens. As part of low-income program, CLEER will also reach out to multi-family buildings in the Town of Carbondale. There are many opportunities available through EOC, utilities and CORE, so we want to ensure that property managers are aware of the benefits of moving forward with energy efficiency upgrades.

- Perform extensive outreach, including door-to-door efforts to expand awareness of the program.
- Coaching and home energy site visits.
- Reimbursement for measures.
- Outreach to multi-family buildings.

Creating Pathway Toward climate goals in Town Facilities: ($6,000)
The services described here are based on feedback from the Board of Trustees, on the Lead by Example sections of the draft Climate Action Plan, on the existing efficiency Town staff has done and the Garfield Clean Energy Active Energy Management and Building Energy Navigator services.

We plan on providing support and analysis to the Town staff to develop an implementation plan for getting the Town facilities on the path to net-zero. This will include a review of past projects and their effectiveness, a prioritization of future improvements, and identification of potential funding sources and estimated energy savings.
The funding will cover staff time in the event that there are additional community solar garden proposals to review, a portion of these funds will be used for outside contractors (such as Lotus Sustainability).

**Business Energy Efficiency Campaign: ($10,000)**

Energy retrofits in commercial spaces by and large offer the best overall leverage of dollars to carbon emission reductions. As such, we would like to drive more businesses to make upgrades and reap measurable savings through leveraging and providing financial incentives, increasing publicity, and performing focused outreach. As part of this effort, Carbondale’s reputation as a green business community, and the visibility of businesses that have made energy efficiency and renewable energy improvements will be enhanced.

Businesses are frequently interested in publicity to highlight their energy upgrades. Besides providing financial incentives for businesses, we’d like to highlight businesses that have completed upgrades as a means to incentivize others to follow suit.

This campaign includes:

- Building off the utility partnerships and programs planned for year one implementation in the Garfield Clean Energy County-wide Xcel Partners in Energy Energy Efficiency Plan to accelerate measurable energy efficiency savings in the commercial sector.
- Leveraging available financing: connecting businesses with available utility rebates (from Xcel Energy, Holy Cross Energy, Black Hills Energy) as well as rebates from CORE. This could also include C-Pace, a new financing tool that can be utilized to pay for energy efficiency, renewable energy and water conservation measures.
- Bonus rebates: provide limited-time only bonus rebates in the range of $2,000 (10 businesses at $200 each) to start to generate attention. The bonus rebate eligibility will match that of the CORE commercial rebate guidelines.
- Increase awareness: work with the Carbondale Chamber, Sopris Sun, KDNK and other avenues to enhance awareness of the value of energy efficiency and the available services.
- Develop case studies: develop ongoing case studies and promote businesses who have completed projects (use all relevant media avenues, including newspaper stories, social media, website).

**Finalize Climate Action Plan and Conduct Community Outreach: ($8,000)**

We will wrap up the draft Climate Action Plan, including getting additional feedback from the Trustees on content at a future work session, developing an executive summary, and providing a presentation to local organizations to gain additional public feedback and awareness. This outreach would include the Rotary Club, Chamber, Schools and other interested community groups that represent a broad cross-section of the community.

**Carbondale Climate-Friendly Transportation: ($3,000)**
This small amount of funding will go toward supporting efforts on Carbondale Bike Week - a special event that has helped and can increase biking in Carbondale. A small amount will also be used as seed funding for a small workshop in Carbondale on climate-friendly transportation, that we propose will be in partnership with RFTA, Refuel Colorado, related Town Boards, and the Carbondale Climate/Energy Plan Transportation Subcommittee. The workshop will be an opportunity to explore and map out in greater detail upcoming opportunities to further “de-carbonize” the Carbondale transportation system.

Free Energy Assessments for New Home Buyers: ($5,000)
We will continue to offer up to 20 new homebuyers free Energy Smart home energy assessments, as this program has seen strong success over the last few years. This will involve coordination of a certified home energy analyst, leverage all available utility copays, generation of Home Energy Scores, and follow up energy advising on completed reports. Budget breakdown is:

- 20 home energy assessments, Town contribution of $200 each
- Direct mail campaign to assessors list of new home purchases - $1,000
- KNDK ad to promote the free assessments

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CORE Scope of Services for 2017:

Thank you for continuing your support of, and investment in, energy efficiency and clean energy for so many years. Together, through your continued CORE membership CORE we have accomplished so much.

**E-Board Support**
CORE will continue to provide support and guidance to the E-Board. This support includes attending the monthly meeting, providing technical support and guidance, and assisting with E-Board objectives and campaigns. For instance, we will aid the development of a Waste Diversion Plan, and participate in the 2017 Waste Diversion Day scheduled for April 29.

**Explore Anaerobic Digestion Opportunities & Costs**
We will continue the initial exploration efforts from 2016. In 2017, CORE will explore and obtain information about the feasibility of a regional approach to handling biosolids. We will assess how regional municipal solid waste can use anaerobic digestion technology to generate biogas (which could be used to generate electricity, or upgraded to be used as a vehicle fuel). This may have the potential to reduce greenhouse gas emissions regionally, as well as generate renewable energy.

**Permit Research for Nettle Creek Hydroelectric**
When the US Forest Service issues a special use permit for the Town to access property near Nettle Creek, CORE will pursue necessary permits to help with the development of a small (10-18Kw) hydroelectric facility at Nettle Creek.
Completion of the Carbondale Climate Action Plan
CORE & CLEER staff will work to finalize the Plan by summer 2017. As part of finalizing the Plan, staff will create an Executive Summary for distribution, will engage a graphic designer and a technical editor to create a final copy, as well as make presentations to community groups (such as the Rotary) to seek broader community buy-in. The final document will be available on the Town’s website.

Community Outreach and Engagement
CORE, and other partners, will be launching an innovative and ambitious community movement to mobilize the valley to act on climate, the “High Five”. Our aim is to inspire a greater number of people to get more involved in our sustainability efforts through creativity, and art. Throughout the Roaring Fork Valley, we will leverage the strong local pride and love of the natural environment to inspire bulk action. We ask you to grab five friends, to take five actions, and “high five” (celebrate!) the Roaring Fork Valley by saving energy, water and waste and utilizing alternate transportation.

This is not business as usual, this is a multi-faceted, yearlong community engagement project that will include public participatory art projects, a mobile art installation that can come to your events, create collaborations (with CCAH and others), and a ramping up of all public awareness and education campaigns.

Roaring Fork Watershed Regional Water Conservation Plan Implementation
CORE submitted a Water Conservation Implementation Grant application to the Colorado Water Conservation Board (CWCB). If awarded, CORE will utilize the funding to support the water conservation element of the High Five social movement. Additionally, in collaboration with the Roaring Fork Water Conservancy, CORE will coordinate two xeriscape workshops and one rain barrel workshop. These workshops will be free and open to the public.

Local Presence
CORE will continue to share the Energy Resource Center at the Third Street Center with CLEER. Sharing this space increases communication and collaboration among our teams, and creates an inviting space for contractors and community members to drop in for information. CORE will also continue to have a presence at community events throughout Carbondale.

Other Work Items
CORE is available to provide additional support to the Town as requested

CORE Membership benefits in 2017:

Energy Smart Home Energy Assessments
Home energy assessments are the best way to understand how a home uses energy, and the opportunities to make a home more energy efficient, comfortable, and safe. The energy assessment is performed by trained staff, and includes the installation of up to $100 worth of
“quick-fix” items (or on-the-spot energy saving devices such as LED bulbs and pipe wrap), as well as complimentary energy advising to support energy-saving projects. The cost to homeowners is $100.

Residential Rebates
CORE offers cash-back rebates to homes for a host of energy efficiency upgrades or renewable energy systems. Using the Energy Smart Colorado platform, homeowners can receive rebates for adding insulation, improving their mechanical system and more. Additionally, CORE’s Energy Advisors work to leverage the rebates available from utility partners to get the homeowner as much money back as possible.

Commercial Rebates
Commercial businesses are eligible for rebates up to $2,500, or up to 25% of the cost of the project. This year, CORE also will offer up to $10,000 for very large projects. As with residential rebates, Energy Advisors work to leverage available utility funds, when appropriate.

Grants

CORE Board of Trustees
Membership with CORE includes the appointment of a town trustee to the CORE Board of Trustees. With a representative on the CORE Board, Carbondale has a voice in developing in developing CORE policy and programs.

Carbondale’s leadership on energy efficiency, renewable energy and resource conservation add value to the community in the form of economic development, community identity, and added comfort and safety to homes and businesses. We greatly appreciate your continued support and membership.
TOWN OF CARBONDALE
PUBLIC WORKS
511 Colorado Avenue
Carbondale, CO 81623

Board of Trustees Agenda Memorandum

Item No: 11
Meeting Date: March 14, 2017

TITLE: Holy Cross Energy Undergrounding Agreement/Easements

SUBMITTING DEPARTMENT: Public Works

ATTACHMENTS: Easement-Miner's Park, Easement-Oak Run PIN 239333421041, Special Agreement and Construction Schedule

BACKGROUND
Holy Cross Energy acquired an abandoned above-ground electric transmission line from another electrical provider many years ago. The purpose of the acquisition was to add future redundancy/capacity to their system at some point in the future.

DISCUSSION
Because the line was not in use for many years, trees were not trimmed along the line and many of the trees grew into the line. Instead of performing aggressive trimming to clear the overhead line, Holy Cross explored other options for putting the line back into service. In November, representatives of Holy Cross Energy approached the Town with a proposal to underground a portion of the line as shown on the map attached to the construction schedule. In general, the undergrounding will go from Hendrick Road near Ace Hardware, south to Miner's Park, west through the park and along the trail to Oak Run Road where it will turn south and end in the Town-owned property on the west side of Oak Run Road just south of Greystone Drive.

Over the winter, staff has been working with Holy Cross to develop details for a plan to underground this portion of the old above-ground facilities. Two easements and an agreement are needed for the project to move forward. First, the easements will be necessary where the underground facilities will cross Town-owned property. One will be in Miner's Park where Holy Cross will be changing the location of the line crossing the park. The new alignment will work better with the use of the park as it will move the new underground line more toward the northern edge of the park rather than going under the portion that is
used for soccer. The other easement required is in Town-owned property on the west side of Oak Run Road, just south of its intersection with Greystone Drive. It is at this point where the newly undergrounded line will tie into existing overhead facilities heading south out of town.

The attached agreement stipulates that existing and future Community Enhancement funds provided to the Town by Holy Cross Energy, pursuant to their franchise agreement with the Town, will be used to defer some of the cost of the undergrounding project. This use is consistent with the approved uses of the Community Enhancement Fund. The future funding consists of three years of anticipated Community Enhancement funds subject to TABOR limitations.

The final attachment is a construction schedule which is required by the franchise agreement. The work is expected to take approximately six weeks, depending on the weather. In general, the undergrounding will be accomplished via a combination of boring and trenching as shown on the map attached to the schedule. Where appropriate, proper traffic control will be provided and may include a combination of signage and/or flaggers.

Staff is supportive of Holy Cross’ plan to underground this section of their system and recommends that the Board approve the attached agreement and easements for the project.

**FISCAL ANALYSIS**

If approved, this project would use approximately $32,500 in existing and future Community Enhancement Fund revenue to offset a portion of the cost of the project. The use of future Community Enhancement Fund revenue would be subject to TABOR limitations. Staff’s opinion is that the public benefit of this project is well in excess of the Community Enhancement funds being expended.

**RECOMMENDED MOTION**

Staff recommends that the following motion be approved: *I move to approve the special agreement with Holy Cross Energy, the Holy Cross Energy Miner’s Park easement and the Holy Cross Energy Oak Run Easement and authorize the Mayor to execute the same.*

Prepared by: Kevin Schorzman

__________________________
Town Manager
HOLY CROSS ENERGY
UNDERGROUND RIGHT-OF-WAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS, that the undersigned,

TOWN OF CARBONDALE

(hereinafter called "Grantor"), for a good and valuable consideration, the receipt whereof is hereby acknowledged, does hereby grant unto Holy Cross Energy, a Colorado corporation whose post office address is P. O. Box 2150, Glenwood Springs, Colorado (hereinafter called "Grantee") and to its successors and assigns, the right of ingress and egress across lands of Grantor, situate in the County of Garfield, State of Colorado, described as follows:

A parcel of land situated in Section 33, Township 7 South, Range 88 West of the 6th P.M., as more fully described in Reception No. 315049 of the records of the Garfield Clerk and Recorder's Office, Glenwood Springs, Colorado.

And, to construct, reconstruct, repair, change, enlarge, re-phase, operate, and maintain an underground electric transmission or distribution line, or both, with the underground vaults, conduit, fixtures and equipment used or useable in connection therewith, together with associated equipment required above ground, within the above mentioned lands, upon an easement described as follows:

An easement ten (10) feet in width, the centerline for said easement being an underground power line as constructed, the approximate location of which upon the above described property is shown on Exhibit A attached hereto and made a part hereof by reference.

The rights herein granted specifically allow Grantee to install additional underground and/or pad-mounted facilities within the easement described herein.

It shall be the Grantor's responsibility to ensure that splice vaults, switchgear vaults and transformer vaults installed hereunder on said real property are accessible by Grantee's boom trucks and other necessary equipment and personnel at all times. The use of such access by Grantee shall not require removal or alteration of any Improvements, landscaping, or other obstructions. The ground surface grade shall not be altered within ten (10) feet of said splice, switchgear and transformer vaults, nor along the power line route between the vaults. The ground surface grade at said transformer and switchgear vaults shall be six (6) inches below the top of the pad. The ground surface grade at said splice vaults shall be even with the top of the pad. The manhole opening of said splice vaults shall be uncovered (excluding snow) and accessible at all times. Improvements, landscaping or any other objects placed in the vicinity of said transformers and switchgear shall be located so as not to hinder complete opening of the equipment doors. The ground surface within ten (10) feet of said transformer and switchgear doors shall be flat, level and free of improvements, landscaping, and other obstructions. Improvements, landscaping and other objects will be kept a minimum of four (4) feet from non-opening sides and backs of said transformers and switchgear. Grantor hereby agrees to maintain the requirements of this paragraph and further agrees to correct any violations which may occur as soon as notified by Grantee. Said corrections will be made at the sole cost and expense of Grantor.

Together with the right to remove any and all trees, brush, vegetation and obstructions within said easement and the right to pile spoilis outside said easement during construction and maintenance, when such is reasonably necessary for the implementation and use of the rights hereinafore granted. In areas where vegetation is disturbed by the above described use of the easement, the ground surface shall be seeded using a standard native mix by Grantee. Grantor agrees that landscaping or other surface improvements added on said easement after the date of execution hereof will be minimized and that Grantee will not be responsible for damage to said additional landscaping or surface improvements caused by exercise of its rights granted by this easement.

Grantor agrees that all facilities installed by Grantee on the above described lands, shall remain the property of Grantee, and shall be removable at the option of Grantee.

Grantor covenants that it is the owner of the above described lands and that the said lands are free and clear of encumbrances and liens of whatsoever character, except those held by the following: All those of Record.

TO HAVE AND TO HOLD, said right-of-way and easement, together with all and singular, the rights and privileges appertaining thereto, unto Grantee, its successors and assigns, forever.

IN WITNESS WHEREOF, Grantor has caused these presents to be duly executed on this _______ day of

____________________________________________, 20______

W/O#17-22628 65-33 :Carbondale Crystal Tie: 2/24/17 17:22628 TOC C6  Page 1 of 2
The individual signing this Holy Cross Energy Underground Right-of-Way Easement hereby represents that he/she has full power and authority to sign, execute, and deliver this instrument.

TOWN OF CARBONDALE

By: ________________________________
   Dan Richardson - Mayor Town of Carbondale

STATE OF ____________________________
COUNTY OF __________________________

ss.

The foregoing instrument was acknowledged before me this ______ day of _________________, 20______, by Dan Richardson as Mayor of the TOWN OF CARBONDALE.

WITNESS my hand and official seal.
My commission expires: ________________________________

________________________
Notary - Cathy Derby, Town Clerk

Address: ________________________________
POWERLINE, UTILITY, DRAINAGE, & PEDESTRIAN EASEMENT

10' WIDE HOLY CROSS ENERGY UNDERGROUND RIGHT-OF-WAY EASEMENT (HATCHED AREA)

PARCEL ID: 2393334000026
RECEPTION NO. 315049
PLAT NO. 274630
HOLY CROSS ENERGY
UNDERGROUND RIGHT-OF-WAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS, that the undersigned,

TOWN OF CARBONDALE

(hereinafter called "Grantor"), for a good and valuable consideration, the receipt whereof is hereby acknowledged, does hereby grant unto Holy Cross Energy, a Colorado corporation whose post office address is P. O. Box 2150, Glenwood Springs, Colorado (hereinafter called "Grantee") and to its successors and assigns, the right of ingress and egress across lands of Grantor, situate in the County of Garfield, State of Colorado, described as follows:

A parcel of land situated in Section 33, Township 7 South, Range 88 West of the 6th P.M., as more fully described in Reception No. 435269 of the records of the Garfield Clerk and Recorder's Office, Glenwood Springs, Colorado.

And, to construct, reconstruct, repair, change, enlarge, re-phase, operate, and maintain an underground electric transmission or distribution line, or both, with the underground vaults, conduit, fixtures and equipment used or useable in connection therewith, together with associated equipment required above ground, within the above mentioned lands, upon an easement described as follows:

An easement ten (10) feet in width, the centerline for said easement being an underground power line as constructed, the approximate location of which upon the above described property is shown on Exhibit A attached hereto and made a part hereof by reference.

The rights herein granted specifically allow Grantee to install additional underground and/or pad-mounted facilities within the easement described herein.

It shall be the Grantor's responsibility to ensure that splice vaults, switchgear vaults and transformer vaults installed hereunder on said real property are accessible by Grantee's boom trucks and other necessary equipment and personnel at all times. The use of such access by Grantee shall not require removal or alteration of any improvements, landscaping, or other obstructions. The ground surface grade shall not be altered within ten (10) feet of said splice, switchgear and transformer vaults, nor along the power line route between the vaults. The ground surface grade at said transformer and switchgear vaults shall be six (6) inches below the top of the pad. The ground surface grade at said splice vaults shall be even with the top of the pad. The manhole opening of said splice vaults shall be uncovered (excluding snow) and accessible at all times. Improvements, landscaping or any other objects placed in the vicinity of said transformers and switchgear shall be located so as not to hinder complete opening of the equipment doors. The ground surface within ten (10) feet of said transformer and switchgear doors shall be flat, level and free of improvements, landscaping, and other obstructions. Improvements, landscaping and other objects will be kept a minimum of four (4) feet from non-opening sides and backs of said transformers and switchgear. Grantor hereby agrees to maintain the requirements of this paragraph and further agrees to correct any violations which may occur as soon as notified by Grantee. Said corrections will be made at the sole cost and expense of Grantor.

Together with the right to remove any and all trees, brush, vegetation and obstructions within said easement and the right to pile spoils outside said easement during construction and maintenance, when such is reasonably necessary for the implementation and use of the rights hereinabove granted. In areas where vegetation is disturbed by the above described use of the easement, the ground surface shall be seeded using a standard native mix by Grantee. Grantor agrees that landscaping or other surface improvements added on said easement after the date of execution hereof will be minimized and that Grantee will not be responsible for damage to said additional landscaping or surface improvements caused by exercise of its rights granted by this easement.

Grantor agrees that all facilities installed by Grantee on the above described lands, shall remain the property of Grantee, and shall be removable at the option of Grantee.

Grantor covenants that it is the owner of the above described lands and that the said lands are free and clear of encumbrances and liens of whatsoever character, except those held by the following: All those of Record.

TO HAVE AND TO HOLD, said right-of-way and easement, together with all and singular, the rights and privileges appertaining thereto, unto Grantee, its successors and assigns, forever.

IN WITNESS WHEREOF, Grantor has caused these presents to be duly executed on this ______ day of

_________________________ , 20____

W/O#17-22628 65-33:Carbondale Crystal Tie: 2/24/17       17:22628 TOC CR      Page 1 of 2
The individual signing this Holy Cross Energy Underground Right-of-Way Easement hereby represents that he/she has full power and authority to sign, execute, and deliver this instrument.

TOWN OF CARBONDALE

By: ____________________________
  Dan Richardson – Mayor Town of Carbondale

STATE OF ______________________
COUNTY OF ____________________

ss.

The foregoing instrument was acknowledged before me this ______ day of ________________________, 20______, by Dan Richardson as Mayor of the TOWN OF CARBONDALE.

WITNESS my hand and official seal.
My commission expires:

______________________________
  Notary - Cathy Derby, Town Clerk

Address: ____________________________
10' WIDE HOLY CROSS ENERGY UNDERGROUND RIGHT-OF-WAY EASEMENT (HATCHED AREA)

PARCEL ID: 239333421041 RECESSION NO. 435269

30' WIDE HOLY CROSS ENERGY RIGHT-OF-WAY EASEMENT RECESSION NO 206242
SPECIAL AGREEMENT

(Pursuant to Holy Cross Franchise Agreement, Town of Carbondale Ordinance No. 12, Series of 2012)

THIS SPECIAL AGREEMENT, made and entered into this __________ day of _________________ 2017 by and between the TOWN OF CARBONDALE, a Colorado municipal corporation, (herein “Town”), and HOLY CROSS ENERGY, a Colorado corporation (herein “Holy Cross”); WITNESSETH:

WHEREAS, Holy Cross is an electric utility, and its service territory includes the municipal area within the Town; and

WHEREAS, the Town and Holy Cross have entered into a Franchise Agreement, legally known as Town of Carbondale Ordinance No. 12, Series of 2012 (herein “the Franchise”); and

WHEREAS, Article 11 of the Franchise provides that Holy Cross will voluntarily pay one percent (1%) of the annual electric revenues collected within the Town into a community enhancement fund (herein “the Fund”), to be used for various beneficial purposes within the Town, including the undergrounding of existing overhead electric lines, which said Fund revenues are not surchargeable to electric consumers within the Town; and

WHEREAS, Holy Cross in agreement with Town will relocate a certain segment of an overhead electric transmission line underground, such segment being located within two (2) public parks (herein “the Parks”) per reception no. 315049 and 435269, and is more specifically shown on the Map attached hereto as Exhibit “A” and by this reference made a part hereof; and

WHEREAS, In accordance with Article 4.1. of the Franchise, this special agreement shall grant Holy Cross the right to locate, build, or construct facilities under, across, or through the Parks; and

WHEREAS, under the terms and provisions of the Holy Cross Line Extension Policy, if the Franchise did not exist and if monies from the Fund were not available to be utilized, the Town would be required to pay for the undergrounding of said line in the amount of approximately $32,500.00; and

WHEREAS, however, Article 11.1 of the Franchise allows the Town to elect to use the Fund for the purpose of undergrounding overhead electric lines of Holy Cross and Article 11.7 allows Holy Cross and the Town to anticipate payments into the Fund for a period up to three (3) years, so that such funds can be retained by Holy Cross (instead of paying such to the Town) to reimburse Holy Cross for underground projects performed at Holy Cross’ expense and not charged to the Town under the Line Extension Policy, and for the parties to enter into a “Special Agreement” in the form and content of this Agreement; and

WHEREAS, the Town will contribute the unused monies remaining in the Funds as an advanced Contribution-in-Aid-of-Construction payment and all of the Funds for the next three (3) years; and

WHEREAS, if the Franchise is terminated by either Holy Cross or the Town for whatever reason, or is declared null and void, the Town shall pay for the remainder of the balance on or before 90 days after the date the Franchise is legally terminated; and

NOW, THEREFORE, for and in consideration of the mutual promises and agreements herein contained, the parties do hereby agree as follows:

1. **Undergrounding Project.** The subject matter of this Agreement shall be the undergrounding of the segment of an existing overhead electric line as shown in Exhibit “A” attached (such to be known herein as “the Project”).

2. **Estimated Cost of Project.** The total cost of the Project is estimated to be $250,000.00. The cost of the Project through Town owned properties is $32,500.00 (herein “Estimated Cost”), represents the amount that would normally be collectable in advance from the Town under the Holy Cross Line Extension Policy, and under the terms of the Franchise, If Article 11 of the Franchise did not exist as a means to fund the completion of the Project without cost to the Town. This is an estimated amount, and after the Project is completed, the actual costs shall be determined and charged to the Town accordingly.

3. **Commencement and Completion of the Project.** Holy Cross agrees to commence and complete the primary cable installation and termination portion of the Project only after all necessary easements have been properly granted to the benefit of Holy Cross, and, thereafter, as soon as reasonably possible considering its existing workload and current schedule of other projects

4. **Purpose.** The parties wish to state that the Project is being done at the request of the Holy Cross. Holy Cross wishes to make it clear that it has a need to upgrade the existing overhead line, but it would normally do so by rebuilding the line above ground. The Town, in order to induce Holy Cross to upgrade the line while relocating it underground, is willing to use its future, anticipated underground funds as described in Article 11.7 of the Franchise.
5. **Implied Agreements.** In order to give meaningful effect to this Special Agreement, the parties wish to expressly state certain other matters that are impliedly necessary in order to carry out the terms, conditions and performances of this Agreement. There may be other implied agreements, terms, conditions or performances between the parties that are not expressly stated herein. All such implied agreements, performances, terms, or conditions shall remain effective even though not expressly stated herein if such are necessary to give reasonable meaning to this Agreement. The implied agreements which the parties wish to expressly state herein are as follows:

   (a) The parties anticipate that the Fund revenues will be sufficient within a three (3) year period to completely offset the Agreed Cost of the Project within that period of time. However, the parties agree that if the anticipated revenues are not sufficient over a three (3) year period, the Town shall pay to Holy Cross the remaining unreimbursed, Agreed Cost of the Project in one lump sum on or before July 24, 2018.

   (b) Since the Franchise provides that payments into the Fund are voluntary, such payments, and the retention of such payments by Holy Cross, as a credit against the Agreed Cost of the Project, shall be non-voluntary for a period of time necessary to completely offset such cost by the retention of such funds.

   (c) During the period of time this Agreement remains in effect, a period which is co-extensive with the time necessary to reimburse Holy Cross for the Agreed Cost of the Project by retention of the Fund revenues, it is agreed that the Town irrevocably elects to apply all such enhancement funds to the Project and for no other purpose. Furthermore, by the terms of this Agreement, the Town hereby irrevocably assigns all Fund revenues collected over the next succeeding years to Holy Cross, to be retained by Holy Cross, until such time as Holy Cross has been completely reimbursed for the Agreed Cost of the Project.

   (d) Retention of the fund revenues by Holy Cross shall commence on the next Fund payment date, February 15, 2018. In lieu of payment Holy Cross shall provide the Town with a written credit against the Agreed Cost of the Project in an amount equal to the payment that would otherwise have been paid into the Fund.

   (e) The Town may irrevocably assign all Prior Monies remaining in the Fund as of the date herein, to Holy Cross to be allocated and applied to the Agreed Cost of the Project as described above.

6. **Enforcement.** The parties agree that during the time this Special Agreement is in effect, or thereafter if disputes arise hereunder, this Agreement shall be considered a provision of the Franchise and shall be enforced as therein provided.

7. **Limits on Town Obligation.** Nothing in this Agreement shall be construed to create a multiple fiscal year obligation, and all financial commitments contained herein shall be subject to annual appropriation.
Holy Cross Energy, a Colorado corporation

By: ________________________________
    David Bleakley
    Vice President of Engineering

TOWN OF CARBONDALE, a Colorado municipal corporation

By: ________________________________
    Dan Richardson
    Mayor of the Town of Carbondale

STATE OF __________________ ) ss.
COUNTY OF __________________ )

The foregoing instrument was acknowledged before me this _____ day of _________________________, 2017, by ________________________________, as Mayor of the TOWN OF CARBONDALE, a Colorado municipal corporation.

WITNESS my hand and official seal.
My commission expires:

______________________________
Cathy Derby, Town Clerk
Address: ________________________________

STATE OF __________________ ) ss.
COUNTY OF __________________ )

The foregoing instrument was acknowledged before me this _____ day of _________________________, 2017, by David Bleakley, Vice President of Engineering of Holy Cross Energy, a Colorado corporation.

WITNESS my hand and official seal.
My commission expires:

______________________________
Notary Public
Address: ________________________________
Construction Plan

Holy Cross Energy has contracted Advance Underground Construction to install the conduit and vault system through the Crystal Village Subdivision. The plan is as follows:

1. Oak Run Road – Boring option
   b. Setup boring machine in pedestrian ROW (path) between 120 and 140 Oak Run. Bore south approximately 370 feet and intercept first bore.
   c. Set vault at the interception point in road ROW on the east side of Oak Run.
   d. Set vault at Oak Run and path and another in the park.
   e. Two flaggers, signage, and one lane closure needed while placing vaults. Path closure from Oak Run to Crystal Rd during bore and vault installation.

2. Oak Run Road – Street cut if boring fails
   a. Backup plan is to cut the asphalt along the east side of Oak Run and install conduit at a depth of 4 feet from the Town owned park south of Greystone to the pedestrian ROW.
   b. Patch the cut with cold mix asphalt until temperature would allow for milling and reapplying of asphalt to center of road.
   c. 800 foot one lane road closure with two flaggers and signage on the east side of Oak Run. Path closure from Oak Run to Crystal Rd.

3. Crystal and Clearwater – Boring option
   a. If the boring on Oak Run is successful we would move the machine to the pedestrian ROW between Crystal Rd and Clearwater Rd near HCE existing power pole.
   b. Bore west under Crystal Rd and then east under Clearwater Rd.
   c. Set vault at location where boring machine was setup.
   d. Full path closure from Oak Run to Clearwater Rd.

4. Crystal and Clearwater – Excavation Option
   a. If the boring is unsuccessful we would open trench at 4 foot depth on the north side of path from Oak Run to Clearwater. Spoils would be placed on the path during construction.
   b. Patch the street cuts with cold mix asphalt until temperature would allow for milling and reapplying of asphalt to a 10 foot width across Crystal Rd and Clearwater Rd.
   c. Road closures on Crystal and Clearwater near the Path.

5. Oak Run to Crystal – Boring successful
   a. Open trench at 4 foot depth on the north side of path from vault at Oak Run to bore intercept point west of Crystal Rd
   b. Full path closure from Oak Run to Crystal Rd

6. Miners Park
   a. Open trench at 4 foot depth on the north side of path through the park approximately 475 feet. Set vault on east side of park.
   b. Full path closure through park with signage and barrier.

7. At this point if the new City Market is approved we will continue to intercept that project barring approval to cross the Rockford Ditch. If City Market is not approved, we will cross Hendrick Rd and build an underground to overhead primary riser on the existing infrastructure on the east side of road.
RFTA ITSP Stage II - "Determine Future Needs"

Meetings with City Councils & County Commissioners
February/March 2017
Study Update February/March 2017

- Review ITSP process
- Present “Ridership Estimation Tool”
- Preliminary 2036 ridership forecasts
- Describe alternatives to respond to 2036 ridership forecasts
- Next Steps
Ridership Estimation Tool
BENEFITS OF APPROACH

- Uses best available data
- Transparency of data and results using spreadsheet based forecast
- Ability to calibrate for actual conditions
- Ability to update forecast as new information / data emerges
- Ability to easily transfer information / data into other planning tools
GENERAL AREAS DEFINED

- Aspen
- Snowmass Village
- Woody Creek
- Old Snowmass
- Basalt
- El Jebel
- SH82 – Carbondale to El Jebel
- Carbondale
- Missouri Heights
- SH82 – Glenwood to Carbondale
- Glenwood Springs
- New Castle
- Silt
- Rifle
- Parachute
- Dotsero / Gypsum
- Others: Out of Region
DATA COLLECTION

- Collection for 3 Seasons: Fall - Winter - Summer
- Collection for 4 Time Periods: AM - Mid-day - PM - Daily
- Collection for 2 Average Day Conditions: Weekday - Weekend

- Classification of Data into 9 Trip Purposes:
  - HH – Home to Home
  - HW – Home to Work*
  - WH – Work to Home
  - WW – Work to Work
  - OH – Other to Home
  - OW – Other to Work
  - HO – Home to Other
  - WO – Work to Other
  - OO – Other to Other

*Work or school
DATA COLLECTION

- 6 Traveler Types (classifies the people making trips based on their home and/or work location):
  - Live & Work* within Study Area – Commutes within Study Area
    - Resident Worker (i.e. Lives in New Castle; works in Glenwood)
    - Home Worker (i.e. Lives in Aspen; works in Aspen)
  - Lives outside Study Area – Commutes to Study Area from External Area
    - Inbound Worker (i.e. Lives in Paonia; works in Aspen)
  - Lives inside Study Area – Commutes from Study Area to External Area
    - Outbound Worker (i.e. Lives in Rifle; works in Grand Junction)
  - Lives outside Study Area
    - Single-Day Visitor (i.e. < 1 day per month (not-overnight) in study area)
    - Multi-Day or Repeat Visitor (i.e. > 1 day per month or multiple visits per month in Study Area)

*Work or school
<table>
<thead>
<tr>
<th>STEP 2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TYPICAL RIDERSHIP TABLE FORMAT</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Aspen</th>
<th>Snowmass Village</th>
<th>Woody Creek</th>
<th>Old Snowmass</th>
<th>Basalt</th>
<th>El Jebel</th>
<th>SHB2 - Carbondale to El Jebel</th>
<th>Carbondale</th>
<th>Missouri Heights</th>
<th>SHB2 - Glenwood Springs</th>
<th>Glenwood Springs</th>
<th>New Castle</th>
<th>Silt</th>
<th>Rifle</th>
<th>Parachute</th>
<th>Dotseno / Gypsum</th>
<th>Others: Out of Region</th>
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</table>
EXISTING RIDERSHIP

RFTA Ridership Data
RFTA Survey Data

Transit Trip Table

AirSage Data

Person Trip Table

Transit Shares
(% of all trips made by transit)

STEP 2

STEP 3

STEP 4
FORECASTING RIDERSHIP

STEP 5

Forecast 2036 Population & Employment Data (Land Use Analysis)

Transit Shares (% of all trips made by transit)

Future Transit Ridership (with no capacity changes)

STEP 5
ANALYZING ALTERNATIVES

Future Transit Ridership

BRT Service Plan Alternatives

Local/Express Service Plan Alternatives

STEP 7
Preliminary 2036 Ridership Forecasts
Transit Trip Forecasts 2016 - 2036

- High-level summaries of the winter and summer transit trip tables for 2016 and 2036 (No-Build), expressed as average weekday trips

- 2016 base year transit trip tables developed from boarding & alighting, O&D survey data, and line loads

- 2036 (No-Build) transit trip tables developed by factoring changes in population and employment data into the 2016 transit trip tables

- Assumes transit share will remain constant and no changes in transit service levels

- Includes the increase in enplanements at Aspen Airport, based on EA (~3,500 annual transit trips to and from the airport by 2036)
## Winter Average Weekday Trips

<table>
<thead>
<tr>
<th>Route</th>
<th>2016</th>
<th>2036</th>
<th>Increase</th>
<th>Increase %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Systemwide</td>
<td>17,603</td>
<td>22,273</td>
<td>4,670</td>
<td>27%</td>
</tr>
<tr>
<td>SH 82 Corridor</td>
<td>6,547</td>
<td>8,902</td>
<td>2,345</td>
<td>36%</td>
</tr>
<tr>
<td>- Local &amp; Express</td>
<td>3,470</td>
<td>4,717</td>
<td>1,247</td>
<td>36%</td>
</tr>
<tr>
<td>- BRT</td>
<td>3,077</td>
<td>4,185</td>
<td>1,108</td>
<td>36%</td>
</tr>
<tr>
<td>I-70 Grand Hogback Route</td>
<td>351</td>
<td>598</td>
<td>247</td>
<td>71%</td>
</tr>
<tr>
<td>SM-DV; DV-SM</td>
<td>783</td>
<td>1,150</td>
<td>368</td>
<td>47%</td>
</tr>
</tbody>
</table>

**Alternatives**

- Make using, accessing, & getting info re public transit more intuitive
- Expand I-70 Grand Hogback Service
- Bus Stop Improvements (I-70)
- Park n Ride Improvements in Silt, Rifle, Parachute

**PARSONS**
Summer Average Weekday Trips

<table>
<thead>
<tr>
<th>Route</th>
<th>2016</th>
<th>2036</th>
<th>Increase</th>
<th>Increase %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Systemwide</td>
<td>13,771</td>
<td>16,641</td>
<td>2,870</td>
<td>21%</td>
</tr>
<tr>
<td>SH 82 Corridor</td>
<td>7,885</td>
<td>9,934</td>
<td>2,049</td>
<td>26%</td>
</tr>
<tr>
<td>• Local &amp; Express</td>
<td>4,179</td>
<td>5,264</td>
<td>1,085</td>
<td>26%</td>
</tr>
<tr>
<td>• BRT</td>
<td>3,706</td>
<td>4,670</td>
<td>964</td>
<td>26%</td>
</tr>
<tr>
<td>I-70 Grand Hogback Route</td>
<td>319</td>
<td>391</td>
<td>72</td>
<td>22%</td>
</tr>
<tr>
<td>SM-DV; DV-SM</td>
<td>338</td>
<td>491</td>
<td>153</td>
<td>45%</td>
</tr>
</tbody>
</table>

Optimize Regional BRT system
Better transit connections to Snowmass Village in Brush Creek Road
We-Cycle Bike Share Expansion
Micro-Transit 1st & Last mile connections to BRT
Transportation Demand Management
Park n Ride Expansion at 27th St., Carbondale, & Basalt
Park n Ride Expansion at Brush Creek
Bus Stop improvements (SH 82)
27th Street Pedestrian Crossing, Glenwood Springs
SH 133 / Rio Grande Trail Pedestrian Crossing
Stage III: Analyze Options
What we heard in Stages I and II:

- Optimize and increase transit service including community circulators, direct/express routes, existing bus rapid transit on SH82 and expanded bus rapid transit service on I-70 to Parachute
- Better connect pedestrian/bicycle routes to transit, including connecting Rio Grande trail to Brush Creek station, and adding more pedestrian underpasses
- Better connect to other transit services such as Bustang, ECO Transit, and community circulators
- Expand existing and add new park and ride facilities
- Construct and maintain LoVa trail
- Potential fixed guideway transit from Brush Creek station to Rubey Park
- Expand on-demand services such as bikesharing (WE-cycle), ridesourcing (Uber, Lyft), carsharing (car2go, Zipcar)
- Accommodate future gondola connections at transit stations
- Expand intelligent transportation systems/technology services such as google maps schedule integration, regional app-based trip planner
- Expand maintenance facilities to keep up with fleet demand
- Expand employee housing to keep up with staff demand
- Offer more accommodations for bicycles on buses
Scope for ITSP Stage III - Analyze Options

- Assist RFTA to Develop Multi-Modal/Transit Service Alternatives based on:
  - outreach efforts from Stage I
  - based on needs from Stage II
- Create Capital and O&M Costs for each Alternative
- Evaluate and Compare Alternatives
  - utilize ridership estimation tool
  - develop evaluation matrix
- Complete Service Alternatives Plan
- Draft of ITSP Report & Public Outreach
Alternatives Stage III

Capital Alternatives - Park and Rides and Boarding Areas

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
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<tbody>
<tr>
<td>1</td>
<td>Transit Station in downtown GWS, possibly Confluence Area, transit priority</td>
</tr>
<tr>
<td></td>
<td>measures on Grand Avenue from 27th Street to downtown station, space for</td>
</tr>
<tr>
<td></td>
<td>micro-transit</td>
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<tr>
<td>2</td>
<td>PNR expansion at 27th Street, Carbondale, and Basalt</td>
</tr>
<tr>
<td>3</td>
<td>PNR Enhancements at BC</td>
</tr>
<tr>
<td>4</td>
<td>Bus Stop improvements (SH82 and I-70)</td>
</tr>
<tr>
<td>5</td>
<td>Design places at bus stations for micro-transit to drop off/pick up</td>
</tr>
<tr>
<td>6</td>
<td>Improvements in Silt, Rifle, Parachute</td>
</tr>
</tbody>
</table>

PARSONS
Alternatives Stage III

**Service Alternatives**

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
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<tbody>
<tr>
<td>1</td>
<td>UVMS Fixed Guideway Transit from Brush Creek Intercept Lot to Aspen (Option A)</td>
</tr>
<tr>
<td>2</td>
<td>UVMS Electric Buses from Brush Creek Intercept Lot to Aspen (Option B)</td>
</tr>
<tr>
<td>3</td>
<td>UVMS Optimized BRT Service from Brush Creek Intercept Lot to Aspen (Option B)</td>
</tr>
<tr>
<td>4</td>
<td>Optimize Regional BRT System</td>
</tr>
<tr>
<td>5</td>
<td>Better transit connections to Snowmass Village on Brush Creek Road</td>
</tr>
<tr>
<td>6</td>
<td>Expand BRT in Glenwood Springs</td>
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<tr>
<td>7</td>
<td>We-Cycle Bike Share Expansion</td>
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<td>8</td>
<td>Micro-Transit (Uber, Lyft) for first and last mile connections to BRT, major boarding locations and for general on-demand service</td>
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## Alternatives Stage III

### Service Alternatives contd.

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<th>Description</th>
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<tr>
<td>9</td>
<td>Transportation Demand Management</td>
</tr>
<tr>
<td>10</td>
<td>Make using, accessing, and getting information about public transit more intuitive</td>
</tr>
<tr>
<td>11</td>
<td>Expanded Circulators</td>
</tr>
<tr>
<td>12</td>
<td>Expand I-70 Grand Hogback Service</td>
</tr>
<tr>
<td>13</td>
<td>Connection to ECO Transit</td>
</tr>
<tr>
<td>14</td>
<td>Improve connection to Bustang</td>
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<tr>
<td>15</td>
<td>Upper Valley Parking Management</td>
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<tr>
<td>16</td>
<td>Real-time vehicle and bus travel time information, combined with dynamic parking pricing in Aspen</td>
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</table>
## Alternatives Stage III

### Capital Alternatives - Bicycle/Pedestrian Crossings

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<tr>
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<tbody>
<tr>
<td>1</td>
<td>27\textsuperscript{th} Street, Glenwood Springs</td>
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<tr>
<td>2</td>
<td>Buttermilk</td>
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<tr>
<td>3</td>
<td>SH133/Rio Grande Trail</td>
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<td>4</td>
<td>23\textsuperscript{rd} Street, Glenwood Springs</td>
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Alternatives Stage III

**Capital Alternatives - Other Priority Projects**

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<tr>
<td>1</td>
<td>Bus Replacement</td>
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<tr>
<td>2</td>
<td>Expand GMF</td>
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<td>3</td>
<td>Employee Housing Projects (including P3 Alternatives)</td>
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<td>Expand AMF</td>
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<td>5</td>
<td>Bus Expansion</td>
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<td>6</td>
<td>Airport Connection</td>
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<tr>
<td>7</td>
<td>UVMS Gondola connections between mountains and to bus stations</td>
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</tbody>
</table>
Next Steps
Questions/Discussion
2/9/2017

MINUTES
CARBONDALE PLANNING AND ZONING COMMISSION
Thursday, February 9, 2017

Commissioners Present:
Jeff Davlyn
Lauren Suhrbier, 1st Alternate
Gavin Brooke
Michael Durant, Chair
Jay Engstrom, 2nd Alternate

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

Commissioners Absent:
Marina Skiles
Ken Harrington
Jennifer Gee DiCuollo
Yuani Ruiz, Chair Pro Tem

Other Persons Present
None present

The meeting was called to order at 7:02 p.m. by Michael Durant.

Gavin passed out his memo to the P&Z regarding PUD's.

Lauren arrived at 7:05 p.m.

January 12, 2017 Minutes:

Jeff made a motion to approve the January 12, 2017 minutes with a change to page 4, to change leverage to weigh in. Gavin seconded the motion and they were approved unanimously with Lauren abstaining.

Public Comment-Persons present not on the agenda

There was no public comment

Preparation for the work session on 2-21-17 with the Board of Trustees

2) Identify what has been done i.e., UDC/Zoning Map, Access Control Plan.
3) Matrix of PUD standards, on the website, including variances that were granted.
4) Housing RFP, on hold while considering regional studies.
5) Short Term Rentals
   • Creates conflicts in the UDC
   • Definition of family vs. occupancy
   • Lack of resources to enforce
6) State of P&Z report of completed and current applications with the UDC.
7) Guidance from the Board of Trustees as to the goals of the P&Z.
8) Direction for Staff on rezoning with new applications.
9) PUD policy with a major development, force rezoning, PUD mechanism has outlived its value.
10) Goals 2017 – P&Z:
   • Implement future land use plan
   • Variance criteria and Staff level reviews
   • Incentive program for rezoning PUD’s
   • UDC amendments and tracking
   • PUD guidelines and policies
   • Streamline processes for rezoning PUD’s

Further discussion ensued.

Staff Update

Janet stated that the Roaring Fork School District application would be forthcoming in March. She said that the Zoning District Map is scheduled to go before the Board of Trustees on 2-28-17.

John said that he had had a pre-application meeting for the senior housing project and that they were not completely ready for application yet. He added that there was an application from Ron Stein for annexation on Highway 133 which has not been scheduled to date.

Commissioner Comments

There were no Commissioner comments.

A motion was made by Gavin to adjourn, Jeff seconded the motion and the meeting was adjourned at 9:12 p.m.
To: Mayor Dan Richardson and
Carbondale Board of Trustees

From: Gene Schilling
Chief of Police, Carbondale Police Department

Ref.: Liquor License Special Event for the Roaring Fork Outdoor Volunteers for an event to be held at the Third Street Center on April 6, 2017

Date: February 21, 2017

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

J. David Hamilton / Event Manager
Jasmin Heady-Smith / President

I recommend approval of this liquor license.
MINUTES
BIKE, PEDESTRIAN & TRAILS COMMISSION
FEBRUARY 6, 2017

Darren Broome called the Bike, Pedestrian, and Trails (BPT) Commission meeting to order at 6:02 p.m. on February 06, 2017, in the Town Hall meeting room.

ROLL CALL
The following members were present for roll call:

BPT Members: Darren Broome, Member (Acting Chair)
John Spiess, Member
Margaret (Meg) Plumb, Member
Nicki Delson, Member
Rob Morey, Member
Tom Penzel, Member

BPT Members Absent: Darryl Fuller, Chair

Town Staff Present: Ben Bohmfalk, Board of Trustees Liaison
Kevin Schorzman, Town Liaison
Angie Sprang, Boards & Commissions Clerk

Observers & Guests: None Present

CONSENT AGENDA
Motion Passed: Niki Delson moved to approve the minutes from December 05, 2017 with noted edits. Rob Morey seconded the motion, and it was unanimously approved.

PERSONS PRESENT NOT ON THE AGENDA
No one was present who wished to address the Commission.

NEW CONNECTIONS WITH HIGHWAY 133 AND MAIN STREET
Kevin Schorzman, Public Works Director, shared blueprint plans with the commission showing new connections to Highway 133 and Main Street with the pending City Market project. Commission feedback included a request to inquire about making the distance from the road and sidewalks greater. Kevin will inquire and return to the commission with an update.

PROPOSED BIKE LEGISLATION TO BICYCLES APPROACHING INTERSECTIONS
Kevin Schorzman presented proposed state bicycle legislation for informational purposes. Discussion ensued surrounding the topic and the proposed pedestrian crossing ordinance. Kevin will update the commission as the proposed legislation continues in the process.

PED CROSSING ORDINANCE AND ADDITIONAL SIGNAGE
Discussion ensued, this topic was reserved until Gene Schilling, Chief of Police, is present. Kevin Schorzman will extend an invitation to Gene Schilling for the next BPT meeting.

BPT COMMISSION PRIORITY CORRIDORS MAP MEMO TO THE BOARD OF TRUSTEES
Motion Passed: Tom Penzel moved to approve the “Bike, Pedestrian, and Trails Commission Review of Priority Corridors & Priority after Dark Corridors” memo to the Board of Trustees (BOT), with the inclusion of a map key. John Spiess seconded the motion, and it was unanimously approved.
REPORTS
Ben Bohmfalk reported information from the Carbondale to Crested Butte trail meeting. The plan for the trail is to link up trails already in place and create a single track trail, which is roughly 80+ miles in length. Ben encouraged those interested to participate in meetings and influence where able. In an effort to align and not overlap efforts, Ben relayed the Parks & Recreation (P&R) Commission’s trails related priority items to the commission. The commission recognized their priority items, and noted that they are aligned with current BPT goals.

ADJOURNMENT
The February 06, 2017, regular meeting adjourned at 7:22 p.m. The next meeting is scheduled to commence at 6:00 p.m. on March 06, 2017.

Respectfully submitted,

Angie Sprang
Board & Commissions Clerk
MINUTES
CARBONDALE PUBLIC ARTS COMMISSION
January 4, 2017

CALL TO ORDER
Cheryl Bumgarner called the Carbondale Public Arts Commission to order at 4:34 pm, on January 4, 2017.

ROLL CALL
The following members were present for roll call:

CPAC Members:
Carol Klein, Member
Cheryl Bumgarner, Chair
Heather Bryan, Member
Sandy Smith, Member
Sarah Moore, Member
Susan Johnson, Member – via phone
Tim Hagman, Member
Todd Richmond, Member

Town Staff Present:
Angie Sprang, Board Administrator
Kevin Schorzman, Public Works Director
Laurie Lindberg, Town Liaison

Observers & Guests:
Debbi Fadli, Roadside Gallery

CONSENT AGENDA
Motion Passed: Sarah Moore moved to approve the minutes from November 2, 2016. Sandy Smith seconded the motion, and it was unanimously approved.

PERSONS PRESENT NOT ON THE AGENDA
Debbi Fadli, a representative of the Roadside Gallery, expressed her interest in getting involved in CPAC initiatives. In particular, Debbi would like to participate in art sales of art around town pieces, and eventually would like to join CPAC.

BUDGET UPDATE
Kevin Schorzman, Public Works Director, presented the fiscal year 2017 budget update. Kevin noted the 1% for the arts fund has approximately $17,000, and with the roll over from FY16 there are an additional $18,000 in funds available, making the total approximately $35,000.

CAFÉ UPDATE & SUBMISSION RESPONSE
Discussion ensued regarding advertisements for CPAC social events and art sales events. The commission discussed the options available, from Café to Facebook, and their pros and cons. The discussion resulted in the decision to utilize Facebook advertisements/calls for artists. The cost of the Facebook ads will be approximately $30 versus $150 to place an ad on Café.

Debbi Fadli offered to create a blog, and this was a favored idea among the commission members. Sarah Moore and Debbi will remain in contact regarding this project.

Sarah Moore will send an artist contact list to the commission. The list consists of contact information for 170 artist who've participated in past CPAC events, which members will split and engage in a telephone campaign geared toward soliciting art submissions and spur participation in events.

Cheryl presented the idea of a small sculpture show and sale as an artist incentive opportunity to sell art. Cheryl continued and referenced the Loveland, Colorado "Take Away Art" show, which started small and
has grown substantially over the years. Cheryl will email the statistical information she has from Loveland, so the commission can quantify the potential benefit of pursuing a small sculpture show art sale in Carbondale. Heather will be Chair of the small sculpture show sub-committee.

Sarah mentioned that the Launch Pad may be able to accommodate the CPAC reception and the small art show. Discussion ensued and the commission agreed that the Launch Pad would be an ideal location. Debbi also offered to host an artist talk at the Roadside Gallery, and she will keep in touch with Sarah regarding planning details.

Motion Passed: Heather Bryan, moved to set the date for the Patron Party to coincide with the first Friday in March, just after mardi gras weekend. Todd Richmond seconded the motion, and it was unanimously approved.

Carol Klein noted that the Cantina event time slot isn’t firmed up yet, as CPAC must first have a TIPS certified volunteer bartender. Carol requested that the commission think on it and ask around. Once a TIPS certified bartender is confirmed, Carol can solidify the Cantina reservation.

2017 COMMITTEE LISTS
Cheryl Bumgarner presented the committee lists, and updates were made. If anyone has additional requests, those can be sent via email to Cheryl.

GENERAL REPORTS
No additional updates were presented.

ADJOURNMENT
The January 4, 2017, regular meeting adjourned at 5:48 pm. The next regular meeting is on February 1, 2017 at 4:30 pm.

Respectfully submitted,

Angie Sprang
Board & Commissions Clerk
MINUTES
ENVIRONMENTAL BOARD
JANUARY 23, 2017

CALL TO ORDER
Julia Farwell called the meeting to order at 6:03 pm on January 23, 2017 in the Town Hall meeting room.

ROLL CALL
The following members were present for roll call:

E-board Members: Jason White, Member
Julia Farwell, Chair
Keelin Schaffrath, Member
Matt Gwost, Member
Natalie Fuller, Member
Patrick Hunter, Member
Richard Scott Mills, Member

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

Observers & Guests: Alice Laird, CLEER
Alyssa Rendell

PERSONS PRESENT NOT ON THE AGENDA
Alice Laird, CLEER Representative, provided updates. Alice explained that their Garfield County Plan is scheduled for final workshop on February 16, 2017, which will focus on buildings not transportation. On March 3, 2017 a rail company based in Denver will participate in a workshop regarding renewable energy at the Glenwood Springs Community Center. Eboard Members are invited to participate.

Alyssa Rendell, owner of Evergreen Zero Waste, announced that they are bringing on 2 part time employees, so her husband and she can free up time to engage in educational outreach in the valley. Alyssa noted that her non-profit will be taking over the waste diversion project that CORE has been working on, and that transfer of the project paperwork has been started at the State level. Jason White and Alyssa Rendell discussed educational opportunities and events on the Front Range and in the Roaring Fork Valley. Julia Farwell and Alyssa discussed Doggie Doo waste systems, and Julia will forward information on this to Alyssa.

CONSENT AGENDA
Motion Passed: Approval of Environment Board Meeting Minutes November 28, 2016. Patrick Hunter moved to approve the minutes from November 28, 2016. Julia Farwell, seconded the motion, and it was unanimously approved.

Motion Passed: Approval of Environment Board Meeting Minutes December 30, 2017. Patrick Hunter moved to approve the minutes from December 30, 2016. Matt Gwost, seconded the motion, and it was unanimously approved.

NEW BUSINESS
Eboard Member Resignations
Natalie Fuller tendered her resignation, in an effort to focus more time on successful scholastic outreach. Natalie and Eboard members discussed the hand off of projects. Board members thanked her for her service and engagement.
**Eboard Member Reappointments**

*Motion Passed*: E-board applications of Jason White, Julia Farwell, and Matt Gwost were reviewed and discussed. Patrick Hunter *moved* to recommend all three applications to the Board of Trustees for appointment. Keelin Schaffrath *seconded* the motion, and it was *unanimously approved*.

**Eboard Member, USGC Council, & RF Partners in Sustainability Meeting**

Julia Farwell and Keelin Schaffrath reached out to Amanda Poindexter to find out a time and date for the meeting. Once one of them receives word, they'll communicate that information with the entire advisory board.

**UPDATES ON ITEMS IN PROGRESS**

**Idling PSA – Natalie**

Natalie Fuller noted, the Eboard member who picks up the idling flyer project, will need to contact Gene Schilling, Chief of Police to work out a flyer design that meets police department needs.

**Wood Burning PSA – Pat**

Natalie Fuller

**Dandelion Day “Passing the Torch” – Natalie**

Natalie Fuller noted, Dandelion Day posters are up around town, and Keelin Schaffrath will head up planning of the project. Discussion ensued regarding the Dandelion Day planning book, and Keelin will have it scanned to file, so the book is on file electronically with the Town.

**BOT Eboard Check in Recap – Jason**

Jason White presented a thematic recap of the Eboard & Board of Trustees work session. Jason brought up 5 takeaways were discussed in detail, briefly listed below.

1. Increased awareness/bilingual public education about single-use plastic bags.
2. Increased awareness/bilingual public education about single-use plastic water bottles.
3. Revisit the waste haulers' ordinance, with focus on education and reporting.
4. Town of Carbondale Sustainability Charter development.

Jason White noted the difference between symbolism and regulation, and how that impacts the Town. Jason would like to see more regulation on events, and limited resources will not allow the full time employment of a sustainability coordinator. Jason noted that the Eboard along with the efforts of CLEER and CORE should be sufficient to fulfill that gap.

Scott Mills stressed the importance of regulation at events around town. Scott will contact the Recreation Director regarding regulations surrounding events around town, and the use of environmentally friendly products (e.g. plastic utensils vs. potato based utensils at events).

**ADDITIONAL COMMITTEE COMMENTS/FUTURE IDEAS**

**2017 Goals – Develop an Action Plan or Timeline**

Julia Farwell stated she is researching water fountain cost, and grant opportunities. Julia mentioned there is a possibility she may be able to apply for a free water fountain via a Garfield County grant, and will bring information regarding options back to the board when she's completed her research.

Julia is also creating the full budget for waste diversion day, and will bring that information to the February 27, 2017 meeting. In exploring future ideas, Julia discouraged members from “giveaways” in an effort to minimize trash. Keelin Schaffrath will contact Garfield County Sewing Works to work on design and pricing cost of a reusable Town of Carbondale shopping bag.

Julia Farwell suggested adding the bag ban expansion proposal to the April 18, 2018 ballot.
Patrick Hunter is working on data collection in regard to the waste diversion project for his capstone course at Colorado Mountain College (CMC). Once data collection is complete, Keelin Schaffrath will work with Patrick to further the project.

Julia Farwell will work on a budget for the reusable water bottle project, and will solicit assistance from CORE for marketing it.

Jason White mentioned that CLEER & CORE should be consulted regarding 2017 plans, so efforts aren't overlapped.

**ADJOURNMENT**
The January 23, 2017, regular meeting adjourned at 8:09 p.m. The next regular meeting is scheduled on February 27, 2017 at 6:00 pm.

Respectfully submitted,

Angie Sprang
Board & Commissions Clerk
"Access AfterSchool partners with local schools to provide opportunities for all students to further develop academic, social and physical skills in a safe and healthy environment within extended day programs and beyond."

Dear Trustees,

Access AfterSchool is truly grateful for your generous donation. This funding will make a significant difference to our programs this year.

As a local non-profit that aims to make a big impact on our area's youth, we are so honored that you continue to support our work.

Thank you for helping us enrich the lives of youth, support working families, and build healthy communities!

Sincerely,
Red Rice
Executive Director
February 16, 2017

Town of Carbondale
Jay Harrington
511 Colorado Ave.
Carbondale, CO 81623

Dear Jay,

Thank you! We have received your grant to Raising A Reader Aspen to Parachute in the amount of $400.00. Your support will prepare young children for reading and school success during their most critical developmental years.

At the core of our mission is the bright red Raising A Reader book bag delivered weekly to the homes of 2,000 children from Aspen to Parachute. But that’s only the first step. Raising A Reader engages parents in regular sessions — more than 60 delivered last year — to foster more frequent and effective use of book-sharing activities at home. It is a powerful formula that builds curiosity, oral language skills and love of learning.

Once again, thank you. You are helping plant the seeds of success for 2,000 children throughout the region. Perhaps Victor Hugo said it best: “To learn to read is to light a fire; every syllable that is spelled out is a spark.” When we see that spark in the eyes of Raising A Reader children, we know the future is in good hands.

Sincerely,

Rick Blauvelt
Executive Director

This letter acknowledges receipt of your grant in the amount of $400.00; on 1/24/2017. Roaring Fork Valley Early Learning Fund is a 501(c)(3) tax exempt nonprofit organization whose Federal Tax ID is: 55-0873041. No goods or services were provided in exchange for the above referenced contribution.