**AGENDA**
CARBONDALE BOARD OF TRUSTEES
WORK SESSION
CARBONDALE TOWN HALL
JANUARY 16, 2018
6:00 P.M.

<table>
<thead>
<tr>
<th>TIME*</th>
<th>ITEM</th>
<th>DESIRED OUTCOME</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00</td>
<td>2. Childcare Coalition Update</td>
<td>ATTACHMENT B Discussion</td>
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<tr>
<td>7:50</td>
<td>3. Broadband</td>
<td>ATTACHMENT C Discussion</td>
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<tr>
<td>8:40</td>
<td>4. Discussion on Community Builders Grant</td>
<td>ATTACHMENT D Discussion</td>
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<td>9:00</td>
<td>5. Adjourn</td>
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* Please Note Times Are Approximate
To: Mayor Richardson and Carbondale Trustees

From: CLEER and CORE staff

Re: Summary of work completed in 2017

Date: January 11, 2018

Thank you for the opportunity to work on implementing Carbondale’s clean energy and climate protection programs. Here is a summary of work completed in 2017. At the January 16 work session we will provide any additional information as needed on all programs, and would like to reserve some time to walk through in more detail some of the information and worksheets developed for the Town Facilities - Pathway toward climate goals. In order to continue implementing clean energy programs, we would like to get feedback from the Trustees on the scope of services proposed for 2018.

Income-qualified Program
Number of income qualified households served: 9 (with 2 more in the final stage)
Estimated Annual Energy Savings: $5,530 per year
Total invested in projects (includes household investments): $41,140
Amount leveraged from Utilities and Energy Outreach Colorado: $21,267

Summary of work:
The income qualified program has continue to make a difference in people's' lives. In 2017, we did extensive outreach to families through door-to-door, LED bulb giveaway, presentations to two masses at St. Mary of the Crown Catholic Church and through existing assistance agencies. We currently have a few projects in the pipeline that will be completed in 2018 and continue to receive new applications from families on a monthly basis. CLEER is also worked with Garfield Apartments to get them signed-up for EOC's multi-family program, which provides several energy efficiency measures such as air sealing, insulation and window replacement.

Creating Pathway Toward Climate Goals - Town Facilities
As part of both the 2006 and 2017 Carbondale Climate Action Plans, leading by example on energy improvements in Town facilities was identified as a top priority. The Town of Carbondale has made major progress in increased energy efficiency and carbon intensity in Town facilities over the last ten years. The 2017 Climate Plan identifies continued leadership and progress on this topic with a goal of Carbon Neutrality for Town Facilities by 2050, with a 50% carbon reduction target for 2030. As part of the 2017 scope CLEER worked with town staff to create a framework for identifying a Pathway to Net Zero for the Carbondale Town facilities. This work has included developing a baseline of energy use, cost, and carbon emissions from town facilities for 2015. CLEER staff met with town facility managers in October assess energy use and equipment of the town facilities. At the January 16 worksession we would like to briefly share some of the information developed and discuss some of the very initial recommendations.
and strategies that can help meet the goal of 50% reduction in carbon emissions by 2030. The final Pathway Plan will seek to:

- minimize energy use while maintaining performance of facilities
- meet the needs of facility stakeholders
- Integrate with capital planning and maintenance needs
- Work to a positive business case for the town facilities
- Establish partner stakeholders that may assist with funding or expertise
- Establish communication and education strategies to facilitate change
- Establish strategies for staff to maintain and track progress toward the goal

The next steps are to finalize the baseline data and tracking system with staff and coordinate with them for specific strategies to be prioritized over the next 5 years. (This next step will be covered as part of GCE services to the Town of Carbondale.)

**Business Energy Efficiency Campaign**

Number of participating businesses: 3  
Estimated Annual Energy Savings: $6,729  
Total invested in projects: $30,614  
Amount leveraged from Utilities and CORE: $11,179  
Total provided in bonus rebate: $600  
Summary of work:  
Staff designed a series of 4 ads that ran in the Sopris Sun 8 times in 2017. The ads featured businesses that have done energy efficiency upgrades, encouraged others to take action and promoted the $200 bonus rebate provided by Town of Carbondale. Staff went door-to-door to talk to businesses about Carbondale’s effort to become carbon neutral and how businesses could benefit by reducing their energy consumption. We also gave a presentation to the Carbondale Chamber of Commerce and they shared the campaign and ads with their contacts.

**Finalize Climate Action Plan and Conduct Community Outreach**

Total editor costs: $462.00  
Total graphic costs: $1,172.60  
Total staff time: $7,542.75  
Summary of work:  
The final stakeholder meetings were held on the Climate Action Plan in the early part of 2017, additional work in finalizing the full plan and working with a designer on an executive summary, We also provided presentations to local organizations to gain additional public feedback and awareness, with included Rotary and the Carbondale Chamber. We will provide a printout of the designed summary at the meeting and we’ll send an updated link to the final plan to Town staff to place on the Town website.

Please note, Town funds did not contribute to CORE staff time. However, staff spent significant time dedicated to this effort, exceeding the budgeted amount.
Carbondale Climate-Friendly Transportation

Summary of work:
Staff assisted Town of Carbondale on energy usage reporting for Town Hall and 3rd St Center charging stations. We worked with town staff regarding DC fast charging installation project in a downtown location. Staff reviewed fleet inventory for recommendations on alternative fueled options/strategy. Carbondale Trustees had directed staff to hold off on the transportation program due to Trustees hoping to add more guidance, so this program area was in a holding pattern in 2017, and only a portion of the budget was spent on laying the groundwork for a 2018 Fast Charger grant.

Free Energy Assessments for New Home Buyers

Number of assessments completed: 13
Estimated Annual Energy Savings: $1,338 per year
Number of households that did improvements: 4 homes
Total invested in projects: $18,421
Total CORE and Utility rebates: $6,536

As part of the 2017 energy program, the Town offered 20 free energy assessments to new homebuyers. Staff sent out 78 letters to homebuyers and posted 4 announcements in the Sopris Sun. We also reached out to local realtors as a way to promote the free assessments. Through the history of this program, the Town has provided 52 free assessments, which resulted in 31 completed energy efficiency projects.

<table>
<thead>
<tr>
<th>Services</th>
<th>Budget</th>
<th>2017 Expenses</th>
<th>Remaining funds</th>
</tr>
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<tbody>
<tr>
<td>Pathway toward climate goals - Town Facilities</td>
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<td>Project Management</td>
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<td>Business Energy Efficiency Campaign</td>
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<tr>
<td>Free assessments for new homebuyers</td>
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<td>$3,570.00</td>
<td>$1,430.00</td>
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<td>Climate-friendly transportation</td>
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<td><strong>Total</strong></td>
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<td><strong>$43,851.85</strong></td>
<td><strong>$6,148.15</strong></td>
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</table>
Carbondale Animal Hospital took advantage of rebates to improve the building’s energy performance, lowering their energy bills and increasing their comfort.

Want to improve your bottom line and be featured in a future ad? Then call today and talk to an energy coach: 970.340.4021 or find more information at: actnow@garfieldcleanenergy.com

A town-focused program brought to you by: Town of Carbondale, Garfield Clean Energy, CORE, and CLEER
Garcia's Market and Dinero Rapido took advantage of rebates to improve the buildings’ energy performance, lowering their energy bills and increasing their comfort.

Want to improve your bottom line and be featured in a future ad? Then call today and talk to an energy coach: 970.340.4021 or find more information at: actnow@garfieldcleanenergy.com

Limited Time! $200 Bonus Rebate

A town-focused program brought to you by: Town of Carbondale, Garfield Clean Energy, CORE, CLEER

Faith Lutheran and Saint Mary of the Crown took advantage of rebates to improve the buildings’ energy performance, lowering their energy bills and increasing their comfort.

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Limited Time! $200 Bonus Rebate

A town-focused program brought to you by: Town of Carbondale, Garfield Clean Energy, CORE, CLEER
To: Mayor Richardson and Carbondale Board of Trustees

From: CLEER and CORE staff

Re: Proposed scope of services 2018 - Implementing Carbondale Climate Plan

Date: January 10, 2018

Thank you for the opportunity to propose a 2018 workplan for continued progress on implementing components of the Town of Carbondale Climate and Energy Plan. The proposed 2018 program utilizes limited funding to make progress on climate goals, support local economic vitality, and leverage multiple other funding sources and partnerships. Proposed 2018 focus areas are based on time-sensitive opportunities and 2017 input from the Board of Trustees, staff and citizens on key areas of interest in the Carbondale Climate and Energy Plan. This scope of services also maximizes the opportunities and programs provided by Carbondale’s membership in Garfield Clean Energy and CORE.

Income-qualified Program: ($10,000)
The proposed income-qualified program builds on the existing CARE 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 income-qualified program, we will perform free energy assessments and free energy efficiency upgrades in 10 to 15 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 properties 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.

The Carbondale amount will leverage significant other funding sources including:

- Energy Outreach Colorado - $75,000
- Garfield Clean Energy - $20,000
- Utilities - $50,000

Climate-Friendly Transportation: ($3,000)
This amount will cover the local match for a state Charge Ahead grant for a DC Fast Charger to be located at a Downtown Carbondale location. Fast Chargers recharge electric vehicles four times faster than the typical public charging station can recharge. Through work to date,
Carbondale has standard electric vehicle charging at 5 sites in town (9 stations, 11 plugs) which is more than any other town in the valley, and having a fast charger downtown will add an important asset to Carbondale’s electric vehicle infrastructure. CLEER staff have been working with Town of Carbondale staff to identify a location and do the advance work to be prepared to submit the grant by February 15, 2018 (Please note - ChargeAhead funding is a reimbursed expense. The town will need to cover the initial hardware purchase, hard costs and time then request reimbursement from CEO. The grant covers 80% of project costs which in this scenario would be $10k of a $13k project).

The $3,000 will leverage grant funding of at least $10,000 plus time assisting with the project funded by CLEER’s Refuel Colorado work.

Business clean energy campaign/Economic Development: ($3,000)
Business sector energy improvements result in energy savings and also support economic development. The $3,000 will be used to build on the business outreach campaigns funded by Garfield Clean Energy and a small amount from Xcel Energy, to specifically work with the Carbondale Chamber for enhanced outreach to Carbondale businesses and promotion of Carbondale’s clean energy business successes. The $3,000 will help support this outreach and promotion, including placement and maximizing use of ads developed in 2017. In addition, this program area will seek Carbondale commercial properties to utilize the state CPACE financing program to create a local example of a property using this funding mechanism.

The $3,000 will leverage GCE and CORE funding, as well as utility rebates and potentially CPACE funding.

Zero Energy District scoping, project exploration/development, and grant writing: ($10,000)
Zero Energy Districts are comprised of multi-purpose energy-efficient buildings, where the annual energy delivered to buildings is less than or equal to on-site renewable exported energy. Zero Energy Districts advance the design and construction of energy-efficient buildings to offset district-wide energy use by aggregating renewable energy sources to power buildings within the districts’ boundaries. Carbondale trustees and citizens have expressed interest in Zero Energy Districts as an innovative way to make progress on meeting climate targets. This project builds on Carbondale’s role in the region of being an innovator and ideal location for development of pilot projects that then can expand to other communities. CLEER and CORE will work on this project and will build on existing efforts.

This project will include the following tasks:
- Scoping meeting/educational workshop to increase understanding of Zero Energy Districts and identify key issues and opportunities for locations in Carbondale; update stakeholders on status of existing efforts and analysis; identify potential ZED opportunities in Carbondale
- Outreach to key stakeholders, property owners, residents and partners
- Preliminary analysis and identification of main topics requiring additional technical assistance
- Identify phases and steps for project development
- Identify and pursue nearterm and longer term funding sources
- Connect with staff and programs at Department of Energy/National Renewable Energy Lab, Rocky Mountain Institute, and other state and national resources working on ZEDs

Funding for this project will leverage additional grant funding and partnerships, which over time could result in substantial amounts but at this time we do not have an estimate.

**Education programs: ($4,000)**
Investing in education programs that increase student, household, business, and contractor knowledge of actions they can take in a cost effective way to leverage additional resources and trigger action. This part of the overall scope will consist of workshops, trainings for a variety of audiences, and outreach to schools and will leverage at least $8,000 in additional funding.

**Budget summary: Carbondale funding amounts and additional leveraged funding**

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<td>$3,000</td>
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<td>ZED (Zero Energy District) development</td>
<td>$10,000</td>
<td>$30,000</td>
<td>Potential: NREL, FMLD, other</td>
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To: Mayor Richardson and Carbondale Trustees

From: CORE staff

Re: Summary of CORE work completed in 2017

Date: January 8, 2018

The Community Office for Resource Efficiency (CORE) helps you save energy and reduce carbon emissions. Founded in 1994, today we continue to advance “CORE Values” of clean air, sustainable energy, stable climate, strong economy and healthy community.

We have appreciated the opportunity to work closely with the Town of Carbondale to increase energy efficiency and renewable energy. In 2018, we will continue to provide services with the $15,000 membership fee. Please note that the results below are based on 2017’s $25,000 membership fee.

2017 RESULTS

Working together, we’ve made a difference: our work has resulted in the savings of 338 metric tons of carbon dioxide annually, helping Carbondale meet its climate and energy goals.

The carbon reduction is the equivalent of:

- TAKING 71 CARS OFF THE ROAD
- PLANTING 389 ACRES OF FOREST
- TAKING 36 HOMES OFF THE GRID

Here are a few ways we’ve made a difference:

- CORE contributed a total of $216,624 to the Carbondale community. Of this, $108,582 was provided in rebate and incentives to households and businesses; $108,042 was provided through CORE grant programs.
- The CORE rebate programs contributed to $37,433 in annual utility bill savings, which helps boost economic sustainability by savings households and businesses money.
- We leveraged $50,553 from other entities to support this work, including the Town of Carbondale’s bonus incentive program to businesses, and utility providers.
• We served over 70 households through our energy assessment and rebate programs. This included the 13 households which received a free energy assessment through the Town of Carbondale’s new homebuyer program.
• We served 9 businesses. This included the three businesses which received an enhanced commercial rebate.
• Carbondale entities benefiting from CORE grants have included Carbondale Arts, Children’s Rocky Mountain School, and the Ross Montessori School, among others.

2017 SCOPE OF SERVICES UPDATE

Below is a summary of the 2017 CORE Scope of Services. Please note, these are the additional projects and programs identified by the Town of Carbondale in 2017. The following services were included in the 2017 CORE membership.

Environmental Board Support
A CORE staff representative has attended monthly E-board meeting, providing support and guidance. Highlights from 2018 included:
• Participation in Waste Diversion Day (April) and Household Hazardous Waste Day (October)
• Supported the submittal of a grant to the Aspen Skiing Company for the purchase of mobile vehicle trackers
• Engagement and education on the 2017 Climate and Energy Action Plan

Anaerobic Digestion Opportunities & Costs
CORE enlisted of a consultant, Christopher Ullrich, to explore the feasibility of a local and regional approach to biosolids, as a strategy to reduce greenhouse gas emissions and generate renewable energy. The resulting report, “A Guidance Document for the Carbondale Board of Trustees Regarding Anaerobic Digestion/Combined Heat and Power Systems” finds it would not be cost effective to pursue at this point due to lack of available material. CORE provided a grant of $2,100 to support this and shared the findings with Mark and Jay.

Nettle Creek Hydroelectric
CORE staff is on standby to support this effort, however no assistance was needed in 2017.

Finalization of 2017 Climate & Energy Action Plan
CORE, in partnership with CLEER, finalized the 2017 Climate & Energy Action Plan and the associated Executive Summary. Staff time was spent on compiling stakeholder feedback, writing content, reviewing data, engaging a graphic designer for the graphic summary and a technical editor for the executive summary, and performing community outreach (to the Rotary and Chamber). CORE contributed a significant amount of hours toward this project beyond the $5,000 allocated.
Community Outreach and Engagement
CORE launched an innovative and ambitious movement to mobilize the valley to act on climate, the “High Five.” This movement leveraged strong local pride and love of the environment to inspire bulk action: grab five friends, take five sustainability-related actions, and “high five” (celebrate!) the Roaring Fork Valley by saving energy, water, waste and utilizing alternative transportation. Specific calls to action included signing up for energy assessments, installing solar and completing residential energy efficiency upgrades.

One of the two kick-off events was on the April First Friday in Carbondale at Carbondale Arts, with 200 people attending. It featured environmental art with Roseybelle Bus, electric vehicle cars and experts and the Energy Confessional -- a one-of-a-kind engagement tool to encourage people to confess their “energy sins” and pledge to take action. CORE gathered over 140 energy confessions and 46 people committed to the High Five Pledge.

We had a presence at the following community events:
- Waste Diversion Day (April)
- Dandelion Days (May)*
- Rotary presentation on 2017 Climate & Energy Action Plan (July)*
- Chamber presentation on 2017 Climate & Energy Action Plan (August)*
- Household Hazardous Waste Day (October)

We hosted or co-hosted the following workshops and events:
- Mid-Valley Green Drinks (February)*
- Xeriscape Workshop (May)
- Rain Barrel Workshop (June)
- Know Before You Go: Solar Workshop (August)*
- Strategies for Lighting Workshop (October)*
- Energy Contractor Training (December)*

* Events that CLEER partnered on or co-hosted.

Water Conservation
CORE submitted and was awarded grants from the Colorado Water Conservation Board and the Colorado Pollution Prevention Advisory Board to drive education and conservation. CORE hosted two workshops in Carbondale: xeriscape workshop and a rain barrel workshop. The Xeriscape workshop, held at the Carbondale Library, drew in 25 attendees and featured local landscape architects. As part of the rain barrel workshop (the first-of-its-kind held in the Roaring Fork Valley) we provided attendees with 24 rain barrels.

HOW WE MAKE A DIFFERENCE
We are driven by five fundamental core values: **CORE leads, empowers, supports, educates and engages, and partners.**

**CORE leads:** *climate action planning, policy development, building codes, infrastructure*

**CORE staff** has expertise in climate action planning and emissions quantification, can provide technical assistance for policy development and support, and more.

**CORE empowers:** *grants, rebates, income-qualified support, financing*

We offer financial incentives, including home energy assessments, cash-back rebates for energy efficiency and renewable energy on homes and businesses, and grants. Grants include The Randy Udall Energy Pioneer Grant, Design Assistance Grant, Community Grant and Net Zero Homes Grant.

To provide these incentives, we’ve developed and continue to maintain a simple-to-use application form. This allows us to deliver funds to qualified projects quickly and easily.

**CORE supports:** *energy coaching, energy assessments and audits, qualified workforce*

Tools and expert guidance is key. We provide complimentary technical advising, administer a home energy assessments, offer complimentary business walkthroughs, and offer workforce support.

We host a call and office at the Energy Resource Center at the Third Street Center, open from 9 to 5 Monday through Friday for anyone to visit. Local staff provide high-quality customer service, fast response times and technical expertise. All four of CORE’s energy advisors are certified Energy Analysts (accreditation by the Building Performance Institute). Additionally, one has Commercial Energy Manager certification to better consult with larger building owners. Energy advising for homeowners and business owners is always complimentary.

CORE developed two tools to help educate and drive action: the home energy assessment and business walk-through. These reports record how a building uses energy and opportunities to improve energy usage.

The home energy assessment is administered by CORE staff, with contracted Energy Analysts performing the analysis. CORE staff reviews each assessment and performs customized follow-up with every homeowner to answer questions and help ensure identified projects move forward. Additionally, we review the health and safety testing, provide energy conservation measures to be installed, and support the Energy Analysts through training and troubleshooting support.
The commercial walkthrough is available at no-cost and includes a custom report, featuring a priority action list, as well as information on improvement project costs, total energy savings and return on investment.

Contractor coordination and workforce training is indispensable to high-quality work. For the four Energy Analysts serving the Carbondale community, we provide energy training, certification maintenance and equipment support. For customers, we maintain an easy-to-use contractor list, highlighting recommended service providers to help customers get bids and move projects forward. To the larger building workforce, we provide training through our Energy Innovation Series and through contractor-specific events.

**CORE educates and engages:** community events, workshops, outreach

CORE has developed a coordinated Valley-wide value-based, story-driven, social norming campaign to drive more action. This campaign features valley locals and businesses to inspire and educate. It is features in a monthly newsletter, on social media platforms, digital and broadcast advertising and in events. Events hosted by CORE include the monthly Energy Innovation Series, public educational workshops.

See example advertisement below.

**CORE partners:** municipalities, utilities, businesses, nonprofits

We can’t do it alone; partnership is key. The Town of Carbondale has a seat on the CORE Board of Trustees. Participation ensures input on CORE strategy, policies and programs and supports the alignment of efforts. We also have representation from communities and utilities as well as Pitkin County on the Board of Directors.

**GOING FORWARD & SPECIAL PROGRAMS**

Looking ahead in 2018, we are excited to continue to support the goals of Carbondale.

As membership declined from $25,000 in 2017 to $15,000 in 2018, the services available are slimmer than in previous years. Carbondale has access to all member services, listed above. If the Town chooses, it may contribute funding for expanded services and special programs.

**E-board Support:** a CORE staff member will continue to serve on the Environmental Board to provide the E-board with technical and programmatic support, attend monthly meetings, and support the E-board in exploring policy and assisting in outreach.

**Marketing & Outreach:** we will continue market programs and host Energy Innovation Series workshops, as well as participate in community events.
Three upcoming community events of note include:

1. **Changemaker Challenge educational contest for local high schools:**
   This high school outreach program is designed for students, their teachers and their families of the five largest high schools in the Roaring Fork Valley: Aspen, Basalt Roaring Fork and Colorado Rocky Mountain (both in Carbondale) and Glenwood Springs. The Valley-wide, inter-school contest will engage the school communities by:
   - Kicking off with school assemblies featuring Xiuhtezcatl Martinez, Youth Director of Earth Guardians
   - Delivering an embedded energy literacy curriculum
   - Awarding an environmental scholarship and other incentives
   The Changemakers Challenge will: foster the next generation of environmental stewards, activate high school communities to save energy, increase energy literacy in the community and reduce the impacts of climate change by drawing down carbon emissions. The Changemaker Challenge sponsors include the City of Aspen and Ski Co Environmental Foundation and CORE.

2. **5 Point Film Festival sponsorship: Aspen: Jan 19-20 and May 5; Carbondale: April 19-22**

3. **Live Story Event: June at ACES Rock Bottom Ranch**

*Nettle Creek Hydroelectric:*
CORE staff is on standby to support this effort, as needed.
WHAT WILL YOU DO WITH THE WINTER YOU PROTECT?

“Working with CORE, we sealed up our drafty home and buffed out the insulation to cut our carbon footprint. Now we’re out enjoying winter.” —Marc Whitley, Aspen local

YOU ARE POWERFUL. TAKE ACTION.

Air Seal and Insulate Your Home: Cash-Back Rebates Up to $1,000*

*Rebates may vary. A Home Energy Assessment is required for eligibility.

CORE Community Office for Resource Efficiency

aspencore.org | 970.925.9775

WE HELP YOU SAVE ENERGY.
Exhibit A
GARFIELD CLEAN ENERGY
2018 BASIC SERVICES SCOPE OF WORK
December 8, 2017

Energy Efficiency – Commercial and Residential

Commercial and Residential Energy Consulting

- Provide Energy Consulting services to businesses and households, with the goal of helping each client understand their energy use and take steps to reduce energy use in their home, business, farm OR ranch. Connect participants to available funding sources, rebates.
- Assist commercial, multi-family and farm property owners in applying for C-PACE financing for energy efficiency, renewable energy and water efficiency measures.
- Assist homeowners in applying for GCE’s Residential Revolving Loan Fund, for energy efficiency, renewable energy and qualified health and safety measures.
- Seek out an oil and gas company to be part of the pilot industrial efficiency work in partnership with Xcel Energy.

Goal: 70 households and 30 businesses making energy efficiency upgrades.

Residential Energy Consulting – CARE Program

- Support the 2018 CARE Program by making home energy visits to qualified households and managing installation of follow-up measures by contractors and suppliers.

Goal: 40 income-qualified households receive energy efficiency upgrades.

Commercial and Residential Outreach, Education, Training, Website

- Expand our ‘Empower your Congregation’ outreach program to congregations across the County.
- Participate in the Garfield Ag Expo Day and engage in other efforts to reach farmers and ranchers across the County.
- Maintain up-to-date lists of energy efficiency rebates, incentives and financing options for commercial and residential customers and post to GCE website.
- Deliver effective marketing and outreach to drive energy efficiency actions by businesses and households.
- Write and publish relevant success story case studies, progress articles and informational fact sheets.
- Publicize GCE programs and achievements through earned media and presentations.
- Update efficiency contractors on rebate offers, financing programs, and new technology and materials, through a series of contractor workshops and product demonstrations, and in email messages continuing through the year.

**Program reporting**

- Enter data in Salesforce database for all participants to track cumulative, countywide energy savings and to measure program effectiveness.
- Report on program results in four quarterly reports.

**Petroleum Independence Project**

**Active Transportation and Transit**

- Organize Ride Garfield County with GCE members and community partner organizations for a campaign and team challenge.
- Collaborate with community partners to plan and publicize local campaigns and events that promote walking, biking, bus-riding and multi-modal transportation by residents of all ages.
- Work with community partners to improve infrastructure for bicycle and pedestrian travel.

**Efficient Vehicles and Alternative Fuels**

- Provide energy coaching to government and private sector fleet managers and decision makers to encourage adoption of vehicles using alternative transportation fuels.
- Collaborate with Refuel Colorado Fleets and partners in Eagle and Pitkin counties to offer a Regional Electric Vehicle Group Buy program.
- Help GCE members apply for DOLA's Alternative Fuels Initiative grant program for alt-fuel vehicle purchases and alt-fuel facility upgrades, for electric and CNG.
- Help government and private sector entities apply for CEO's Charge Ahead grants and Alt Fuels Colorado to install electric vehicle charging stations.
- Help GCE members apply through CDPHE for VW mitigation trust funds for medium and heavy duty alt-fuel vehicle purchases
- Build awareness among auto dealers and the driving public of the advantages of alt-fuel vehicles by organizing one or more Ride and Drive events.
- Continue ongoing media and public information efforts and events that increase awareness of resources, best practices, and policies to support advancement of clean energy transportation topics.

**West Slope CNG Network**

- Provide education and technical support, and develop partnerships among public and private sector interests to build and maintain market demand for CNG vehicles.
and for CNG fueling stations in Parachute, Rifle and Glenwood Springs.
- Build public awareness of and support for CNG as a transportation fuel through media, presentations or a special event.

**Renewable Energy**

**Technical Assistance and Education**
- Identify optimal locations for new solar installations. Reach out to high-potential property owners to discuss solar options.
- Provide a review of all existing solar PPA projects to ensure projects are producing as expected.
- Provide technical support to GCE partners to install additional renewable energy systems on site and review proposals for community solar developments.
- Track and report electrical generation from solar collectors for GCE partner buildings on the Garfield Building Energy Navigator.
- Continue ongoing education about renewable energy options through case studies, print materials, and events/workshops.

**Energy Efficiency for GCE Member Governments**

**Energy Data Management**
- Assist contractor UMS Services Inc. to collect building utility data to the Building Energy Navigator website.
- Ensure that data logger systems function properly.

**Active Energy Management**
- Work with each partner government’s staff to achieve energy savings at facilities. Work includes energy consulting, securing rebates from utilities, assisting with grant applications, and meeting with staff and elected officials.
- Prepare and present customized annual building energy reports for each member’s governing board.
- Partner with New Energy Technologies (NET) to expand and improve energy data monitoring. Explore launching a NET intern program with GCE government partners.
- Provide two trainings or roundtable meetings, for facility managers and wastewater treatment plant operators.
- Provide refresher trainings, as requested, for facility staff and decision makers to take full advantage of Building Energy Navigator data.
- Review energy data regularly for unusual trends or increased energy use, using the Building Energy Navigator.
Special Projects

Goal 4 Implementation: Identify and implement adequate and sustainable funding for Garfield Clean Energy to achieve our mission.

- Continue efforts to locate and develop external funding sources to support Garfield Clean Energy efforts, including working with regional and state partners to create a funding source.
- Collaborate and communicate with state and regional partners and representatives to propose and build support for potential funding sources.

Local Power Generation

- Lead the 3-county Clean Energy Innovation Corridor initiative to maximize local power and the project submitted/accepted by the National Renewable Energy Lab to be part of NREL’s national peer exchange and technical assistance.

Partners In Energy Implementation

- Partner with Xcel Energy to implement the near-term action steps identified in the 2017 Energy Action Plan. Funding in this line items is provided by Xcel Energy specifically to help pay for staffing to implement the action plan.

Partnership Services

Administration, planning, meetings

- Manage GCE programs, services, budget and expenses.
- Prepare, maintain and submit documents to ensure GCE’s good standing as an intergovernmental authority.
- Provide materials and support for monthly board meetings.

Planning and reporting

- Organize a board retreat and support the development of a 2019 Strategic Plan.
- Research and write quarterly progress reports, and distribute to member boards.
- Make annual energy presentations to each member board.

Financial tracking and budgeting

- Develop 2019 budget and secure funding pledges.
- Handle vendor invoices and provide monthly expense reports for labor and hard costs.
- Coordinate with GCE bookkeeper to ensure accuracy of monthly financial reports.
- Provide documents and information as requested for an annual financial review.
Carbondale Zoning as it relates to Childcare
Observations and Suggestions for Action

Prepared by
Carbondale Childcare Coalition
Angela Loughry, Confluence Architecture
1-5-2018

For the purpose of this document, there are 3 types of childcare

1. Childcare – fewer than 7
2. Childcare- more than 7
3. Child drop in center – community center

Observations

1. With the adoption of the UDC in 2017, the Town of Carbondale reduced the zones where all types of childcare are allowed. All told 68.5 acres were removed from childcare uses (5% of total town area).
   - Changed childcare less than 7 from a permitted to a conditional use in all residential zone districts
   - Changed childcare less than 7 from a permitted to a conditional use in C/T and HCC
   - Eliminated the CBP zone where childcare more than 7 was a use by right
   - Eliminated IBP and H1 zone districts where childcare more than 7 was permitted by Special Use
   - Eliminated childcare more than 7 by special use in Industrial zone district

2. More than half of the Town of Carbondale is zoned by PUD. There are only 11 out of 50 PUD zones that allow any type of childcare. This is much lower percentage of allowed childcare than straight zoning.

3. The area of straight zoning in Carbondale that allows some sort of childcare is approximately 60% of straight zoning land mass which is 30% of total land mass.

4. The current base zones that allow child care of all kinds are focused in the residential zone districts. Less than half of commercial and other zone districts allow childcare.
5. The residential zone districts (and commercial zone districts that allow childcare-C/T, MU, HCC) tend to have smaller lots and not include larger developments with shared parking.

6. All childcare uses require special approvals. Childcare less than 7 and drop-in-center require conditional use approval (staff level). Childcare more than 7 requires special use review (public). Note, marijuana sales facilities have many more allowed zone usages and a lower threshold to permit than childcare. The only uses that require more stringent review than commercial childcare in the Town of Carbondale are
   - Country club
   - Adult entertainment
   - Microbrewery or distillery
   - Medical marijuana manufacturer and cultivation
   - Commercial outdoor facility
   - Gas station
   - Utility substation

7. The old zoning did not have parking requirements specifically for day care or community centers. The UDC does as follows
   - Childcare more than 7 1 per every 5 persons up to 50, then 1 per every 10 persons – The "persons" are actual people in the building – staff and kids.
   - Childcare less than 7-1 plus 1 for every vehicle used in operation of facility in addition to those required for residence.
   - Drop in center – 4 per 1000 sf GFA

Per the attached analysis, these parking numbers are the higher side of parking requirements in the Valley for small facilities and on smaller side for larger facilities.

8. The new UDC requires that non-residential uses with more than 2 spaces are required to have ingress and egress form the lot in a forward motion. (5.8.D.3) The number of parking spaces required, the rules of 5.8.D.3, and the requirement by state licensing to have dedicated outdoor play space (in all uses except drop in centers) makes small lots (less than 6000 sf) very difficult to use. The majority of the lots where childcare use is allowed are under 6000 sf.

9. Fees that childcare providers incur for review by the Town of Carbondale are as follows
   - $400 – special use permit
   - $400 – conditional use permit
   - $600 – minor site plan review
   - $800 – major site plan review
- $1000- major PUD amendment (to get land use not in PUD approved)
- Varies – Building permit fees

**Suggestions for Change**

1. Allow Childcare over 7 and Drop In Centers to be a special use in I zones.
   - On the face of it, it does not make sense to allow childcare uses in I zones. But these zones make up 3% of the Carbondale land mass and the majority of larger lots in Carbondale. The taking of that use in the new UDC is a hardship. As all childcare over 7 and community center reviews are special use reviews each application can be reviewed for the particular site characteristics separately. It can be added to the UDC that the applicant for these uses in an I zone be required to show how they will mitigate impacts of current and future industrial uses adjacent to their project.

2. Allow Childcare over 7 in CRW zones as a special use
   - Commercial childcare and commercial retail used can have a symbiotic relationship. They can share parking. Traffic trips are expected and designed for in CWR facilities. The multiple parent trips to a commercial childcare facility can be a business driver for adjacent retail businesses.

3. Allow all childcare uses as a use by right in the obsolete O/S (school open space zone district). This will add 27.4 acres to the potential childcare footprint (2% of landmass).

4. Remove front in and front out parking requirement for childcare under 7, drop in centers and for childcare between 7 and 45 students
   - This will allow the small residential lots that the code has reserved for childcare to be usable

5. Change parking requirements for all childcare uses to 1 per employee plus a loading area to be reviewed on case by case basis.

6. Find some residential zones where childcare less than 7 can be a use by right to eliminate a review process and lower the bar for entry for childcare providers.

7. Review old PUD language and clarify if childcare uses are allowed in the PUD. Most PUD’s don’t directly address childcare and they default not being allowed.

8. Require that future PUD applications address childcare.

9. Allow childcare less than 7 to be a conditional use in zones and PUD’s that allow home occupations.

10. Waive Town planning and building department fees for childcare uses.

11. Find Town of Carbondale owned land that would be acceptable to lease or sell to childcare providers
   - Agricultural zoned dog park
   - Park area behind the police station
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**Current Zoning**

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**Old Zoning**

| U  | no | no | no |
| DKS | no | no | no |
| CBP | yes| no | no |
| C/O | no | no | no |
| P1  | yes| maybe|  |
| C/A | no | no | maybe |
### Comparative Analysis of Parking and Childcare in the Roaring Fork Valley w/ # example for Little Blue Preschool

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<th>Little Blue Desired (80 kids, 10 teachers)</th>
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<td></td>
<td>Parking</td>
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<td>Example</td>
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<td>1+1 for any vehicle used in operation</td>
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<td></td>
<td>8</td>
<td>14</td>
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<tr>
<td></td>
<td>Example</td>
<td></td>
<td>1+1 for any vehicle used in operation</td>
</tr>
<tr>
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<td>1 per classroom + 1 per employee</td>
<td>9</td>
<td>15</td>
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<tr>
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<td></td>
<td>1 per classroom + 1 per employee</td>
</tr>
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<td>2 per 8 clients</td>
<td></td>
<td>8</td>
</tr>
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<td></td>
<td>Example</td>
<td></td>
<td>20</td>
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<td>8</td>
<td>20</td>
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<td></td>
<td>Example</td>
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<td>1 loading</td>
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<td></td>
<td>Example</td>
<td></td>
<td>1 loading</td>
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<tr>
<td>Aspen</td>
<td>1 per employee + undefined loading area</td>
<td>6+</td>
<td>10+</td>
</tr>
<tr>
<td></td>
<td>Example</td>
<td></td>
<td>1 per employee + undefined loading area</td>
</tr>
<tr>
<td>Garfield County</td>
<td>1 per employee</td>
<td>6</td>
<td>10</td>
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<td></td>
<td>Example</td>
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<tr>
<td></td>
<td></td>
<td>6</td>
<td>10</td>
</tr>
<tr>
<td>Eagle County</td>
<td>1 per employee + 1 for each 6 kids.</td>
<td>11</td>
<td>24</td>
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<td>Example</td>
<td></td>
<td>1 per employee + 1 for each 6 kids.</td>
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<td>determined by Com. Devlp. Dir</td>
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BOARD OF TRUSTEES MEMORANDUM

Meeting Date: January 16, 2018
Item: __ __

TITLE: Broadband Work Session

SUBMITTING DEPARTMENT: Administration

ATTACHMENTS: Sample Broadband Shadow Conduit Policy

BACKGROUND

In June of 2016 a study conducted by Neo Connect determined that Garfield & Mesa County residents believe an affordable rate for 1GB of broadband service ranges from $50 to $75 per month. Neo Connect is Basalt based firm, who for specializes in the development of Telecommunications Strategic Plans and driving them forward.

Results of the Neo Connect study also showed that 60% of download speeds and 49% of upload speeds were below the FCC minimum. Currently, the FCC minimum consideration for connectivity is 25Mbps in download speeds, and 3Mbps in upload speeds.

DISCUSSION

What is Broadband?

According the NTIA (2016), “the term broadband commonly refers to high-speed Internet access that is always on and faster than traditional dial-up access.” The Federal Communications Commission provides detailed explanations of what the different types of broadband connectivity are. Essentially, there’s dial-up at the low speed end of the internet connectivity spectrum, and fiber is at the other end of the spectrum. Everything else, such as, digital subscriber lines (DSL), cable modem, wireless, satellite, and broadband over powerlines (BPL) fall somewhere in between. Fiber offers the most consistent reliable service and the fastest connectivity on the market. For the purposes of this document use of the term “broadband” is intended as a reference to fiber.

In terms of speed differentials, think of Dial-up internet speed as the flow of a babbling brook; comparatively, Broadband internet speeds are the flow of Niagara Falls. If Dial-up speed is a Ford Focus racing down a street; then, Broadband is like a Bugatti Veyron racing on the Nürburgring. If Dial-up speed is Wiley E. Coyote trying to catch the Road Runner, Broadband is the Road Runner.
**What does it mean to be a “Gig City”?**

The term “Gig City” refers to a city/town/municipality in which every address has equal access to 1GB fiber optic broadband service(s). With a 1GB fiber optic broadband connection citizens can download a full length high definition movie in less than a minute. This means no more interruptions or delays while streaming movies, when the kids are in the other room playing video games online. Broadband benefits commerce, and additionally the attraction that affordable rate 1GB speeds will have on attracting new commerce to Carbondale are endless.

Broadband contributes to income equality for citizens, provides equal access to education, attracts commerce, and keeps growing local businesses in Carbondale. Also, as driverless cars become more and more a part of our reality, broadband infrastructure will be as integral to transportation as water lines are to delivering clean water to citizens. Town staff approaches the topic of Broadband with the goal of driving Broadband initiatives forward to see Carbondale become a “Gig-City.”

**Where does Carbondale stand on Broadband?**

Presently, 37% of Carbondale addresses have access to 1GB speeds. A small broadband company, Cedar Networks, offers the service for approximately $75 per month. The other 63% of addresses have access to broadband at varying speeds (up to 100 Mbps) and from various service providers. Over time, as private broadband providers continue to expand service offerings, that 63% gap will likely slowly close.

**Shadow Conduit:**

Conduit is used to house fiber, which is run underground. The Federal Highway Administration estimates that it is ten times more expensive to dig up and then repair an existing road to lay fiber than to dig a channel for it when the road is being fixed or built. According to estimates provided the House of Representatives by the Telecommunications Industry Association (TIA), “more than half of the costs of new broadband deployment are expenses that can be ascribed to the digging up and repaving of roadways. Further, it is estimated that the inclusion of broadband conduit in [roadway] construction would add less than 1% to the cost of the overall project.”

It’s estimated that construction costs of installation of conduit and dark fiber are roughly $50 per foot. The mass of the estimated per foot cost is purely construction, with boring being the primary method of installation. Fiber costs were roughly $2 per foot, while micro-ducted conduits were $2.75 per foot. Another $2.50 was approximated for required permits, environmental documents and other clearances. Planners will have to take into account overhead on administrative time, design and engineering costs, and taxes on raw materials as well as other documentation costs. This estimate is for a fully entitled and cleared installation with fiber, a more value engineered approach can be much more affordable, particularly if the costs of the street opening (via trenching) are backed out.

With the goal of making Carbondale a Gig City, Town staff recommends the implementation of a policy requiring developers to place shadow conduit in the right-of-way and under streets as a condition of street cut permits where construction/digging into the right-of-way is necessary. The Town
Manager/Director of Public Works will specify requirements of said installation, and place conditions on the permit(s) as she/he deems necessary. Please see the attached sample Shadow Conduit Ordinance (attachment A).

**Broadband as a Municipal Utility:**
Creating a broadband municipal utility is a complex and long term goal/process. To do so Towns/Cities typically go through the process of hiring a consultant, and working with that consultant to conduct a take rate survey. If the survey results show that creation of a broadband utility is supported, the Town in conjunction with the services of a consultant will work through the process of creating a Broadband Business Plan and/or Broadband Strategic Plan. At this time Town staff recommends against the creation of a broadband utility.

**Cedar Networks:**
Cedar Networks is a local broadband provider, who is interested in a marketing partnership. The 2016 study conducted by Neo Connect determined that Garfield & Mesa County residents believe an affordable rate for 1GB of broadband service ranges from $50 to $75 per month. Cedar Networks offers service that fits within the parameters shown by the survey results, and they include phone services for around $75 per month. There is an opportunity for a potential marketing partnership, which could help citizens get the access to affordable services they desire.

The Town could participate in offering a **Take Rate Survey** (Click on FIBERHOOD and send a request for services) in our Utility Bill mailing to gauge the interest in Cedar Network’s service. Cedar Networks is interested in this opportunity. They are also interested in providing conduit to the Town for the installation of Shadow Conduit (see Shadow Conduit Sample Policy).

**Questions for the Trustees:**
1. Is it a goal to make Carbondale a “Gig-City”?
2. Does the Town want to put resources toward reaching the goal of becoming a Gig-City?
3. What role does the Town have in the creation of a Gig-City?
4. If we partner with a specific provider what criteria do we need to meet?

**RECOMMENDATIONS**
Town staff makes the following recommendations.
1. Declaring a goal of making Carbondale a “Gig-City.”
2. Implementation of a Shadow Conduit policy.
3. Develop a marketing partnership with a Fiber vendor.

Prepared by: **P. Angie Sprang**

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Town Manager
ARTICLE 2 - Street Excavations

Sec. 11-2-10. - Permit required.

No person shall dig up, open or excavate, or cause to be dug up, opened or excavated, any street, alley, sidewalk or other public place in the Town without first having a permit therefor from the Town issued by the Town Manager or such person as he or she may designate.

(Ord. No. 23, 1975 §1; prior code 12.04.010; Ord. No. 8, 2015 §1, 8-11-2015)

Sec. 11-2-20. - Application; contents required; fee.

Every person seeking a permit as required by Section 11-2-10 above shall make an application in writing on a form provided by the Town and shall recite specifically and illustrate by sketch the exact location, extent, nature and purpose of the excavation desired to be made, and the estimated duration of the time required for the work. Any applicant proposing to perform such work pursuant to employment or a specific agreement with the Town shall also designate the nature of such employment or agreement. Except when a permit is sought by a person seeking to perform such work pursuant to employment or a specific agreement with the Town, every applicant shall pay an application fee as set forth in the Fee Schedule attached as Appendix A to this Code for the inspection of the work, the issuance of the required permit and the administration of this Article as applied to such applicant.


Sec. 11-2-30. - Issuance; exhibition upon request required.

(a) The Town shall issue a permit to dig up, open or excavate, or cause to be dug up, opened or excavated, any street, alley, sidewalk or other public place when it appears that the proposed work complies with all provisions of this Article and other ordinances of the Town and applicable law and that the applicant will take all steps necessary to ensure such compliance.

(b) After issuance, each permit shall be kept at the site of the excavation project while such work is in progress and until such work is completed, and the permits shall be exhibited upon request to any police officer, the Town Manager, the Building Inspector or any of their representatives. Failure to keep the permit at the worksite or to exhibit it upon request constitutes sufficient grounds to allow the revocation of the permit by the Town Manager.

(Ord. No. 23, 1975 §4; prior code 12.04.040; Ord. No. 8, 2015 §1, 8-11-2015)

Sec. 11-2-40. - Conditions imposed on work.

(a) The Town Manager or the Board of Trustees may impose the following conditions on any permit issued pursuant to this Article:

(1) Any pit, trench, hole, opening, digging or excavation created pursuant to a permit issued hereunder shall not remain open for a period of more than five days, Saturdays, Sundays and legal holidays excluded.

(2) The work performed under the permit shall comply with all rules and regulations adopted and promulgated by the Board of Trustees pursuant to Section 11-2-50 below pertaining to the proper care and protection of the streets, alleys, sidewalks and other places of the Town and the personal property thereon.
Compliance with any special conditions imposed by the Town Manager necessary to protect the safety of the Town residents and ensure that the prompt and workmanlike completion of the project is required.

Only that digging, opening or excavation which is described in the permit may be undertaken.

From the time of the application for the permit and continuing until the completion of the project, the applicant shall maintain and keep in force insurance for public liability and property damage in such amounts and covering such risks as the Board of Trustees or the Town Manager may require.

The applicant shall post a bond of cash or certified funds or a bond of a corporate surety suitable to the Town to guarantee:

a. The completion of surfacing, excluding backfilling and other work, in an amount computed at the rate of $5.00 per square foot of surface area for gravel streets or alleys, $9.00 per square foot for asphalt streets or alleys, and $11.00 per square foot for concrete streets or alleys.

b. The completion or replacement of curbs, or curbs and gutters, and sidewalks in an amount computed at the rate of $20.00 per lineal foot.

c. The performance of the applicant's warranty as provided in Section 11-2-100 of this Article.

As a condition of work performed under the permit, the Town Manager/Public Works Director may require the installation of shadow conduit. Permit will not be released and/or the bond(s) or other security/securities will not be returned until a shape file compatible with ARC GIS noting the location(s) the shadow conduit is provided to the Town Manager/Public Works Director. Shadow conduit installation is required under the following conditions:

a. pit, trench, hole, opening, digging or excavation across the entire paved width of a roadway

b. pit, trench, hole, opening, digging or excavation of 100 ft. or more parallel to a roadway

c. conduit specifications need to comply with the Town's Public Works Manual and/or be approved by the Town Manager/Public Works Director

d. minimum conduit size must be 2 inches, and larger sizes may be required in specified instances

In the event that the applicant does not complete backfilling, compacting, grading, surfacing, replacement of curbs and gutters or other details in order to finish the job and comply with all applicable regulations and conditions, the Town may, at its option, complete such work. The Town, at its option, may employ other persons to complete the work. The bond posted shall be used to pay for and offset the costs incurred by the Town to complete the work or to hire others to do so. If the cost exceeds the amount of the bond, the applicant shall forthwith pay the Town the excess of the cost over the amount of the bond.

Sec. 11-2-50. - Rules and regulations.

The Board of Trustees, upon notice and public hearing, shall adopt rules and regulations governing the excavation, repair and maintenance for the safe and efficient use of streets, alleys, sidewalks and other public places of the Town.
Sec. 11-2-60. - Barricades, safety devices and lights required.

(a) Every person who digs up or causes to be dug up any hole, drain, ditch or other excavation in any street, alley, sidewalk or other public place within the Town, or who stores materials at the site of such work, shall place a suitable barricade or temporary fence around the hole, drain, ditch, trench or other excavation and around any storage area. In addition, during the nighttime, such person shall provide sufficient lights and other devices to warn of the danger.

(b) At all times, a traffic safety appliance or traffic control device will be set in place as may be required by the Town Manager to minimize disruption to the flow of traffic in the vicinity of the excavation site.


Sec. 11-2-70. - Barricades, safety devices and lights; tampering with or removal prohibited.

No person shall damage, tamper with, remove, alter, deface, knock down or injure any traffic control device, barricade or traffic safety appliance which is set in place pursuant to this Article.

(Ord. No. 23, 1975 §7; prior code 12.04.080; Ord. No. 8, 2015 §1, 8-11-2015)

Sec. 11-2-80. - Driving onto barricaded areas prohibited; exception.

Whenever barricades or official traffic control devices for the purposes of regulating, warning or guiding traffic are set in place pursuant to this Article, no person shall drive through or between such barricades or devices or into the barricaded areas except as directed or permitted by official signs or by such devices or in compliance with the directions of a police officer or other authorized person.

(Ord. No. 23, 1975 §8; prior code 9.60.010; Ord. No. 8, 2015 §1, 8-11-2015)

Sec. 11-2-90. - Covering required.

No Town officer, contractor or other person shall dig any hole, drain or ditch or make any excavation in any highway or thoroughfare within the Town, without providing during the night a temporary fence or suitable covering on or around the same as to prevent persons, animals or vehicles from falling into the same.

(Ord. No. 6, 1888 §18; Ord. No. 7, 1972 §2C; prior code 12.04.090; Ord. No. 8, 2015 §1, 8-11-2015)

Sec. 11-2-100. - Cuts and backfills; specifications.

(a) Unless otherwise specified in the permit, every holder of a permit issued pursuant to this Article, and every person digging up, opening or excavating, or causing the same, on any street, alley, sidewalk or other public place, shall comply with the following:

(1) Any cut in any pavement or other hard surface shall be made in a neat, workmanlike manner with square edges and corners.

(2) All material taken from the cut or from the excavation and not used in the backfill shall be removed and disposed of by the holder of the permit at the time of the cut or excavation.

(3) Other materials may be stored at the site so as to least interfere with the flow of traffic.
(4) Backfill of any excavation made in the street or alley shall conform with the following:
   a. Backfill materials shall be placed in lifts not to exceed 12 inches in depth by loose measurement, moistened as required and mechanically compacted to a minimum of 95 percent of the maximum density.
   b. All rocks or hard materials over six inches in diameter shall be removed from all excavated material before it is replaced.

(5) On gravel streets, alleys, sidewalks or other public places, the top 12 inches of backfill shall consist of crushed gravel one and one-half inches in diameter.

(6) On paved or other hard-surfaced streets, alleys, sidewalks and other public ways, the top 12 inches of backfill shall consist of six inches of crushed gravel one and one-half inches in diameter on the bottom and six inches of concrete with four-and-one-half-inch wire mesh reinforcement on top. The concrete shall be a minimum five-sack mixture of five sacks of cement for each yard of concrete.

The foregoing specifications may be modified in writing by the Town Manager.

(b) Each applicant shall warrant all work to be free from defects for a period of two years from completion. In the event of settlement, subsidence or other defect of a particular excavation or part thereof which occurs within the two-year warranty period, the applicant or person who performed the work or caused it to be performed shall repave and repair such work or cause the repaving or repairing to be done. If the work is not so performed, the Town may perform the work or hire others to do so. The Town may seek reimbursement for the work it performs or pays others to perform from the bond of the applicant and, if the costs exceed the amount of the bond, the applicant shall be liable to the Town for such excess.


Sec. 11-2-110. - Bond release conditions.

No bond, surety or principal thereon shall be relieved until the work described in the permit is completed, all the requirements of this Article are fulfilled and the Town Manager endorses on the permit application or the bond that the bond is released.

(Ord. No. 23, 1975 §10; Ord. No. 25, 1991; prior code 12.04.110; Ord. No. 8, 2015 §1, 8-11-2015)

Sec. 11-2-120. - Obstruction of work prohibited.

No person shall hinder, obstruct or interfere with any paving or surfacing operation or excavation lawfully conducted pursuant to a permit issued by this Article.

(Ord. No. 23, 1975 §11; prior code 12.04.120; Ord. No. 8, 2015 §1, 8-11-2015)

Sec. 11-2-130. - Liability and indemnity.

Any applicant for a permit under this Article and any person who performs work pursuant to a permit issued pursuant to this Article shall indemnify and hold harmless the Town from any damage to property or any injury to persons suffered or caused in connection with the work undertaken pursuant to the permit or under the provisions of this Article.
Sec. 11-2-140. - Penalties.

The penalty for violating Sections 11-2-60, 11-2-70, 11-2-80, 11-2-90 or 11-2-120 above shall be as follows:

1. First offense: $100.00.
2. Second offense within a 12-month period following the first offense: $250.00.
3. Third offense within the same 12-month period: $500.00.
4. Fourth offense within the same 12-month period: as set forth in Section 1-4-20 of this Code.
Apply for Community Assistance

Applications Due February 23, 2018

Twice a year we offer a limited number of assistance opportunities to communities in Montana, Idaho, Wyoming, New Mexico and Colorado.

Assistance projects may address a range of community and economic development issues intended to help build local livability. Examples of assistance projects include those related to transportation and mobility, housing choices, land use and redevelopment, and local economic development.

We invite your community to apply for Community Builders Assistance today.

Apply Today
2018 COMMUNITY ASSISTANCE

APPLY FOR COMMUNITY ASSISTANCE

Twice a year we offer a limited number of community assistance opportunities for communities located within Montana, Idaho, Wyoming, New Mexico and Colorado. Through community assistance, we provide local leaders the tools and information to build prosperous, livable communities.

We are now accepting applications for community assistance projects. Applicants are encouraged to contact Jillian Sutherland (970.928.3411 or jillian@communitybuilders.org) before submitting their application.

Applications are due Friday, February 23, 2018.

APPLY FOR COMMUNITY ASSISTANCE
(HTTPS://COMMUNITYBUILDERS.ORG/UPLOADS/SPRING_2018_CB_TA_APP_FINAL.PDF)

About Community Assistance

The work of community building can be challenging. Resources are scarce, priorities compete and implementation can be difficult. Nevertheless, communities are increasingly working to become desirable, prosperous places to live... and they're finding creative ways to do it.
Assistance projects provide communities with the tools and resources to spark meaningful on-the-ground progress, while building local capacity and creating success stories that inspire and inform other places.

We provide a range of services, including planning and design assistance, economic and market analysis, and community engagement. Each assistance project is taken on in close partnership with the selected community and tailored to meet specific local needs.

We use a competitive process to identify projects with a high likelihood of success and impact. Projects should address a compelling need or opportunity, have clear and realistic goals, demonstrate buy-in and support of key partners and leadership, and offer a strong prospect of implementation.

Community Builders Assistance Focuses on Four Key Issues:

1. GETTING TO SMARTER GROWTH

With market demand shifting towards a desire for walkable, mixed-use neighborhoods, a growing number of communities are looking inward to revitalize downtowns and under utilized sites within existing neighborhoods. Local leaders have a unique opportunity to shift the focus of community growth towards infill and redevelopment, but this approach can be difficult. Community Builders’ assistance offers a variety of tools that enable communities to achieve strategic infill and redevelopment projects.

Example activities:

- Develop district, corridor or neighborhood plans
- Create block or site specific plans or design concepts
- Redevelop brownfields sites and seek funding assistance
2. HOUSING FOR COMMUNITY

A range of demographic, lifestyle and economic trends are affecting local housing markets. These trends are being driven, in part, by emerging millennial and baby boomer preferences. Community Builders' assistance helps communities understand and evaluate these trends, as well as develop strategies that respond to them.

Example activities:

https://communitybuilders.org/how-we-help/community-assistance/2018-community-assist... 1/11/2018
- Analyze market and economic feasibility
- Identify opportunity sites
- Analyze policies and codes
- Develop affordable housing strategies
3. BUILDING RESILIENT ECONOMIES

Communities are striving to become more competitive and strengthen their economies through local job growth and retention, as well as diversification of local industries. Our "Place Value" study revealed a new paradigm for economic development, one that centers around creating quality, authentic places that attract people, in addition to growing good jobs locally. Community Builders' assistance helps communities better understand this fresh approach to economic development and develop strategies that respond to it.

Example activities:

- Understand economic drivers and opportunities
- Diagnose barriers to job / business growth and retention
- Create strategic action plans
- Analyze community assets
- Develop placemaking strategies
4. TRANSPORTATION FOR A NEW ECONOMY

Great transportation systems create great communities. We work to build functional transportation systems that connect and create places through our New Mobility West initiative. Community Builders' assistance can tackle a variety of issues related to transportation and community development.

Example activities:
- Help communities and DOTs create win-win solutions for state highways
- Integrate bicycle and pedestrian facilities into Capital Improvement Plans
- Explore options for revitalizing auto-oriented commercial corridors
- Crafting or implementing a Complete Streets program
Committed to Successful Outcomes

We are committed to successful outcomes and believe community leadership and ownership are key ingredients for project implementation. Communities selected for assistance become our partner and we provide the tools necessary to carry implementation forward after the assistance project is complete. We view a successful project as one that results in either tangible policy changes, funds committed for implementation, or physical on-the-ground change. As a result, communities selected for assistance should expect to maintain dialogue with Community Builders even after implementation.

WHO CAN APPLY?

Applications can be submitted by municipal, county or tribal governments, community and economic development organizations, well-established non-profit organizations, or a consortium of these entities. Strong partnerships are essential for moving a project forward. This is why in addition to a project narrative, it is required that applicants submit letters of support from project partners and key stakeholders. Our assistance program is open to communities in the Rocky Mountain Region of Colorado, Wyoming, New Mexico, Idaho, and Montana with populations of up to 150,000. We concentrate on assisting communities that lack the resources and capacity to take on projects on their own.

WHAT DO PROJECTS ENTAIL?

Selected applicants work with the Community Builders team to create a scope that meets the community's specific needs and fits within the timeframe and budgetary constraints of the assistance program. Total project time, including planning/scoping, execution and wrap-up, should not exceed eight months. Assistance projects may be a component of a larger community planning effort that does not fit within a eight month timeframe. If this is the case, applicants are asked to provide an explanation for how the assistance fits into the larger effort, as well as a description of the project’s goals. Typically, projects will include a multi-day site visit and workshop. At the conclusion of each project, a short, visually compelling report with clear recommendations and action steps is provided to the community.

ASSISTANCE TOOLS

Assistance projects can utilize a variety of tools from the Community Builders’ toolkit that include:

- Planning / design charrettes
- Focus groups
- Community visioning workshops
- Strategic planning sessions
• Market / economic feasibility analyses
• Community surveys
• Policy / code review and recommendations
• Helping stakeholders address contentious issues

How To Apply

To apply, submit one application per community. Applications must be emailed to jillian@communitybuilders.org (mailto:jillian@communitybuilders.org?subject=Application%20for%20Technical%20Assistance&body=Jillian%2C%20A%20A) in PDF format, no later than close of business on Friday, February 23, 2018.

It is recommended, though not required, that applicants contact Jillian Sutherland (970.928.3411 or jillian@communitybuilders.org) before submitting their application to discuss the proposed project and application process.

DOWNLOAD THE APPLICATION
(HTTPS://COMMUNITYBUILDERS.ORG/UPLOADS/SPRING_2018_CB_TA_APP_FINAL.PDF)

JOIN OUR MAILING LIST

Learn about upcoming opportunities for training, technical assistance, webinars, research and more.

*EMAIL ADDRESS

FIRST NAME

LAST NAME

SIGN UP

https://communitybuilders.org/how-we-help/community-assistance/2018-community-assist... 1/11/2018