Town Council
Monday, November 6, 2023
4:00 PM
130 Kearns Road
Town Council Chambers
Snowmass Village, CO 81615
You can watch the meeting live online on our website at tosv.com.
Agenda

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PROCLAMATIONS AND PRESENTATIONS**

4. **PUBLIC COMMENT**
   This section is set aside for the Town Council to LISTEN to comments by the public regarding items that do not otherwise appear on this agenda. Generally, the Town Council will not discuss the issue and will not take an official action under this section of the agenda. (Five Minute Time Limit)

5. **CONSENT AGENDA**
   These are items where all conditions or requirements have been agreed to or met prior to the time they come before the Council for final action. A Single Public Hearing will be opened for all items on the Consent Agenda. These items will be approved by a single motion of the Council. The Mayor will ask if there is anyone present who has objection to such procedure as to certain items. Members of the Council may also ask that an item be removed from the consent section and fully discussed. All items not removed from the consent section will then be approved. A member of the Council may vote no on specific items without asking that they be removed from the consent section for full discussion. Any item that is removed from the consent agenda will be placed on the regular agenda.

   5.A. 2023 Draft Agendas
   Pages 4-5 2023 2023 Agenda Overview

   5.B. Minutes for Approval
   Pages 6-11 10-16-23 TC Minutes - Draft

   5.C. Resolution approving Village Shuttle Drug & Alcohol Policy
   Pages 12-13 Agenda Summary Village Shuttle Drug and Alcohol Policy.pdf
   Pages 14-15 Reso 27 of 2023 Village Shuttle Drug and Alcohol Policy.pdf
   Pages 16-43 2023 Drug & Alcohol Policy.pdf

5.D. POST Ordinance - SECOND READING

Pages 44-45 Agenda Summary - Ordinance No. 12 of 2023-2nd Reading-POST, Tourism & CIP FUND.pdf
Pages 46-47 Ordinance 12 of 2023---2nd reading-POST Grant, Marketing and CIP.pdf

6. POLICY/LEGISLATIVE PUBLIC HEARINGS

6.A. Road Fund Mill Levy Public Hearing

Pages 48-49 Agenda Item Summary - Road Fund Mill Levy -Public Hearing 11-6-23.pdf

6.B. Public Hearing RE 2024 TOSV Budget & Resolution adopting 2024 TOSV Budget

Pages 50-51 Agenda Summary-2024 Budget Resolution No. 25, 2023 -11-06-23.pdf
Pages 52-64 Resolution No. 25 Series of 2023 -(adopt-appropriate 2024 budget)--11-06-23.pdf
Pages 65-196 2024 Budget Back --FINAL 11-6-23.pdf

7. PUBLIC HEARINGS - QUASI-JUDICIAL HEARINGS

Public Hearings are the formal opportunity for the Town Council to LISTEN to the public regarding the issue at hand. For land use hearings the Council is required to act in a quasi-judicial capacity. When acting as a quasi-judicial body, the Council is acting in much the same capacity as a judge would act in a court of law. Under these circumstances, the judicial or quasi-judicial must limit its consideration to matters which are placed into evidence and are part of the public record. The Council must base their decision on the law and the evidence presented at the hearing.

7.A. SkiCo Cell Tower Update & Resolution 22, Series of 2023

Pages 197-199 Agenda Item Summary_SkiCo Cell Towers 2023.pdf
Pages 200-2003 Attachment A - Reso No. 22 of 2023 Cell Towers Special Review_draft.pdf
Pages 204-255 Attachment B - SkiCo Special Review Application.pdf
Pages 256 Attachment C - TOSV Cell Tower Coverage Map.pdf
Pages 257-260 Attachment D - Approved PC Resolution No. 4 of 2023.pdf
Pages 261-288 Attachment E - 2021 TOSV Broadband Vision Report.pdf
Pages 289-297 Attachment F - Public Comment.pdf
Pages 298-304 Attachment G - Vegetational Screening Graphic adendum.pdf
Pages 305-337 Attachement G (cont) - TOSV_Application Update Letter_231020.pdf

7.B. Deerbrook Application & Resolution 26, Series of 2023

Pages 338-342 Agenda Item Summary - TC Mtg DTHs Prel Plan, Final.pdf
Pages 343-350 RESOLUTION 26, 2023 - RE Deerbrook Townhomes Prelim Plan.pdf
Pages 351 PH Publication Notice - TC Mtg 11-6-23.pdf
Pages 352-360 PC Reso 5 2023 Rec to TC on Deerbrook THs Prel Plan PC edits 9-6-23 FINAL - signed.pdf
Pages 361-362 Summary of Land Use & Development Parameters.pdf
Pages 363-392 COMPLIANCE RPT, Code's Rev Stnds, Deerbrook THs Prel Plan.pdf

Pages 393-424 REFERRAL AGENCY COMMENTS, COMBINED, updated 8-4-23.pdf
Pages 425-438 Deerbrook Response to 10.7 Comments Ltr, 7-25-23.pdf
Pages 439-440 CTL Thompson Ltr, Revised 8-2-23.pdf
Pages 441-460 PUBLIC COMMENTS.pdf

8. ADMINISTRATIVE REPORTS

8.A. WE-Cycle Expansion Update
Pages 461-462 Agenda Summary WE-cycle expansion.pdf
Pages 463-476 Snowmass Bikeshare Expansion.pdf
Pages 477 2025 TOSV WE-cycle expansion support 11 23.pdf

8.B. Review of B & C Applications & Process Discussion
Pages 478-481 Agenda Item Summary - Board Applications.pdf
Pages 482 2024 B & C Applicants.pdf
Pages 483-526 2024 Applications - Redacted.pdf
Pages 527-550 Municipal Codes for B & C.pdf

9. TOWN COUNCIL REPORTS AND ACTIONS
Reports and Updates

10. ADJOURNMENT

DRAFT 2023 Agenda Items

- Regular Meetings begin at 4:00 p.m. unless otherwise noted
- Work Sessions begin at 4:00 p.m. and aim to end at 6:00 p.m.
- The dates on which agenda items are listed are only a best approximation. Agenda items are added to this list as they arise. Agenda items may well be moved to different meeting dates. Agendas are generally not finalized until the Thursday prior to the meeting.
- In addition to agenda items, this document also lists expected absences of Town Council members. In compliance with section 2-49 of the municipal code, once the consent agenda is approved, the absences noted will be considered to have received the prior approval necessary of the majority of the Council for members to be absent from meetings.

Topic to incorporate:

- E-bikes
- In September 2024, review the leash law change

Mon. Nov. 6th – Regular Meeting

- **GID Meeting - Adopting the GID Budget**
- Budget Adoption
- Resolution approving Village Suttle Drug & Alcohol Policy
- Review B & C Applications
- Deerbrook Public Hearing
- We-Cycle Expansion Update
- Continued Ski Co cell tower Continued PH Regarding Reso for Ski Co Cell Tower Plan

Mon. Nov. 13th – Work Session

- Little Red Update
- Planning for Krabloonik post June 2024
- Create ideas on Council Goal of Preserving, protecting…… locally owned businesses
- Ord - removing Board of Appeals
- Walk the Benidict trail—as part of connection nodes project

Mon. Nov. 20th – Regular Meeting

- B & C Interviews
- POST Grant – 2nd reading
- Reso re 2024 TC Dates
- Deerbrook Public Hearing
- Joint meeting for Draw Site
- Review and possibly adopt Housing regulations
-

Mon. Dec 4th – Regular Meeting

- B & C Interviews
- Executive Session: Town Attorney Updates

Mon. Dec. 11th – Special Meeting

- **GID Meeting – set Mill Levy**

Mon. Dec. 18th – Regular Meeting

As Of: Thursday, November 2, 2023

DRAFT 2023 Agenda Items

- B & C Resolution appointing new Members
- Reso RE 2024 Meeting Dates

Topics for Work Sessions or Other Meetings Requested by Town Council Members

- Schedule Updates will all of the Town Boards to review priorities and current initiatives
  - EAB
  - FAB
  - PTRAB
  - POSTR
  - Marketing
  - Grants – Recent Awards; Review of Criteria; Purpose, etc.
  - SAAB
  - Planning

As Of: Thursday, November 2, 2023

Town Council
Town Council Meeting Minutes
Monday, October 16, 2023
4:00 PM
130 Kearns Road
Town Council Chambers
Snowmass Village, CO, 81615
You can watch the meeting live online on our website at tosv.com

Mayor Madsen called to order the Regular Meeting of the Snowmass Village Town Council on Tuesday October 16, 2023, at 4:00 pm.

A complete live recording of this meeting can be found at www.tosv.com under Town Council Meetings. This meeting will be archived indefinitely, allowing you to view it anytime.

1) CALL TO ORDER

4:00pm

Mayor Madsen asked for a moment of silence in recognition of recent tragic events in our world.

2) ROLL CALL

Council Members Present: Bill Madsen, Alyssa Shenk, Tom Fridstein, Britta Gustafson, and Susan Marolt

Council Members Absent: None.

Staff Present: Clint Kinney, Town Manager; Jeff Conklin, Town Attorney; Greg LeBlanc, Assistant Town Manager; Anne Martens, Public Works Director; Mike Horvath, Town

Engineer; Brian McNellis, Senior Planner; Dave Shinneman, Community Development Director; and Megan Harris Boucher, Town Clerk.

Public Present: Charles Hess, John Orton, Lucy Peterson, Phil Sirianni, Sam Light and Andrew Berglund.

3) PROCLAMATIONS AND PRESENTATIONS

3.A) CIRSA Update - Sam Light

Page 3 Agenda Item Summary - CIRSA Update
CIRSA Presentation - Snowmass 10-16-23.pdf

Council welcomed Sam Light, CCIRSA Deputy Executive Director and General Counsel. Light gave an overview of services CIRSA provides and resources available to Counsil and TOSV. Light then went through the presentation from the packet.

3.B) Update from PTRAB Members

Page 4 Agenda Item Summary - PTRAB Update

Greg Leblanc introduced PTRAB members present and appearing virtually, John Orton and Charlie Hess in person and Mike Brizel and Jeff Steinberg virtually.

On behalf of PTRAB, Orton asked and encouraged Council that whatever proposed property tax treatment and relief be applied equally to the full-time and part-time residents of the Town of Snowmass Village. Orton further discouraged adopting of any methods which would be viewed as subjective, overly complex or treating part-time and full-time residents differently.

Hess, on behalf of the PTRAB, continued by briefly giving some feedback on a few Council decisions from the last year. PTRAB supports the Council's decision to pause the Transit Center, encourages Council to address the Snowmass Center's lack of progress with redevelopment, loves the Town Entrance & Rodeo Project, encourages development of a round-about rather than a traffic light at Brush Creek/Owl Creek, is supportive of recently passed leash laws with the understanding that HOAs can have more restrictive rules within their boundaries, and is supportive of new cell towers but ask they continue to find ways to shield them from view.

Council expressed their appreciation for the feedback and encouraged PTRAB to continue to offer feedback on Council issues especially in real time when those issues are being considered by Council.

4) PUBLIC COMMENT

None

5) CONSENT AGENDA

5.A) Draft Agendas

Pages 5-6 2023 Town Council Agenda Overview

5.B) Minutes for approval

Pages 7-17 10-02-23 TC Minutes Draft

Councilmember Shenk sent a few small corrections for the minutes.

5.C) POST Fund Budget - Ordinance - 1st Reading

Pages 18-19 Agenda Item Summary - Ordinance No. 12 of 2023-1st Reading-POST, Tourism & CIP FUND
Pages 20-21 Ord No. 12, Series of 2023---1st reading-POST Grant, Marketing and CIP

Councilmember Fridstein motioned to approve the Consent Agenda. Councilmember Shenk seconded. All in favor. None opposed.

6) PUBLIC HEARINGS - QUASI-JUDICIAL HEARINGS

6.A) Town Park Cell Tower Replacement Update

Pages 22-23 Agenda Item Summary Rodeo Cell Tower 2023
Pages 24-27 Attachment A - TC draft Reso 23 of 2023 Rodeo Cell Tower
Pages 28-31 Attachment B - Approved PC Reso 6 of 2023 Cell Tower Rodeo_unsigned
Pages 32-38 Attachment C - Cell Tower Site Plan and Construction Drawings
Pages 39-47 Attachment D - Cell Tower Graphic Representations
Pages 48-75 Attachment E - Broadband Vision Report 2021

Mayor opened the public hearing and welcomed Senior Planner Brian McNellis and the applicant, Crown Castle. McNellis summarized the agenda item, the Special Review for the Cell Town proposal at the rodeo grounds. Proposal is to replace the existing pole with another same height 40 ft monopole in a new location, in line with the project. Planning Commission has passed this proposal with conditions.

Andrew Berglund from Crown Castle presented materials from the packet. Berglund explained that they are trying to match the existing coverage and fit it into the new design plan for the project. He further noted that the new pole could house additional

carriers. The applicant worked with the Town and the architect to integrate the new pole into the project.

Discussion after the presentation included pole location and size, the length of the contract and specifics of that contract, and concern that the pictures were not indicative to how it really looks in the space.

Council proposed amending the application to reduce the lease area by approximately 15 feet and have them add screening in the form of fencing and vegetation, working with the Town and the landscaping plan for the project.

Town Manager Kinney clarified that we are not changing the lease with Crown Castle, rather the discussion is about Council's decision regarding the Land Use of the site.

Councilmember Fridstein motioned to approve the special review with additional conditions to give up the two equipment spaces to the west and add landscaped areas with understanding Crown Castle could ask for some of that space back in the future.

Kinney clarified, goal of the Council is to approve the Civil Plans from the application by reducing the two west boxes next to lease space and add screening with fencing and vegetation.

Councilmember Gustafson seconded. All in favor. None opposed.

7) POLICY/LEGISLATIVE PUBLIC HEARINGS

Five-minute Break

8) ADMINISTRATIVE REPORTS

8.A) Budget Review - FAB Recommendations

Pages 76-77 Agenda Item Summary - Continued review of the 2024 Budget
Pages 78-86 Budget Message Council - 10-16-23
Pages 87 Budget Message Council - 10-16-23
Pages 88-90 Property Tax Analysis-2024 10-16-23
Pages 91-169 2024 Council Budget Presentation - PDF
Pages 170-231 2024 Budget Backup - Council

Phil Sirianni, Chair of the Financial Advisory Board, went over the FAB recommendations with regards to the 2024 budget. In general, the FAB believes the budget is sound and that the Town is in good financial shape.

FAB recommendations include:
Employee Housing - Recognized the need for employee housing. FAB thinks the DRAW site is too expensive, and recommended Council look in other less expensive locations.

Hopes the intercept lot location could be considered in some way.
Mall Transit Center – Asked if the moneys set for the Mall Transit Center should be in the 2024 budget considering it will not all be spent in the coming year. Would it be better to take it out since there is not a defined plan. Kinney clarified that keeping it in the budget signals to the other members of EOTC the Town's intentions to move forward with plans to use those grant dollars and show our intention. FAB understood and asked Council and Staff to pay attention to that as you might not spend all those monies in the coming year.
Mill Rate – Suggested lowering the Mill Rate temporarily to help balance out the excess. Thought is not to collect more money than is needed. If the Town decides to collect it - then collect it and fix the roads.
Brush Creek Owl Creek Roundabout - FAB supports this concept and general plan.
Also of note, the operating budget is starting to increase significantly and the FAB would like it noted with a large percentage dedicated to staff and staff needs. FAB recommended watching that operating expense and for Council to be aware. FAB recommended keep an eye on current spending for an uncertain future.

Council briefly discussed the Property Tax Analysis and Kinney summarized each of the scenarios for Sirianni as these were not available when FAB last met. Council stated they would discuss this in more depth a bit later in the meeting.

Council thanked FAB for their hard work and recommendations.

Budget conversation continued, guided by Town Manager Clint Kinney and Finance Director Marianne Rakowski. A few proposed changes from last time Council saw the budget include an increase in funds towards fire mitigation and added funds to accelerate the Snowmass Inn improvements. Kinney estimated adding 2 million for Snowmass Inn from the Tourism Tax. If Council agrees with this direction, then Staff will adjust the budget to reflect that.

Staff asked for specific direction with regards to Property Tax Analysis. After thorough discussion, Council decided that scenario 3 was a good compromise and easily able to be communicated to the public.

Anne Martens and Mike Horvath presented information for Council to consider regarding road projects and our aging infrastructure. There are road projects that the Mill Rate money would go towards but looking for a balance of what is needed to be done and what is possible (time and resources) to be done.

Council decided that Scenario #3 will be incorporated; Snowmass Inn funds will be increased; and fire mitigation funds will be increased.

Kinney notified the Council that RFTA has just announced a 5% increase and TOSV needs to address this so we can continue to attract and keep our drivers. Staff recommendation will be forthcoming, hopefully in the coming week. The increase may affect other position pay rates. Staff will look at increasing the pay for CDL positions and

increase those positions as of Dec 1st.

Council will next see the budget November 6th and these changes will be incorporated.

GID meeting will start at 4pm November 6th followed by Town Council Regular Meeting.

9) TOWN COUNCIL REPORTS AND ACTIONS

Councilmember Marolt asked all Council members to further discuss the Intercept lot housing options and if EOTC and its members can help. Mayor Madsen said that EOTC may be developing that idea. Council briefly discussed options to best utilize the EOTC to further both the Brush Creek Intercept Lot plans and the entrance to Aspen plan.

Councilmember Shenk attended the recent RFTA meeting. Despite $30/hour pay, RFTA is still short on drivers. RFTA has reduced routes for off season. Shenk reported on Sister Cities and an artist exchange going on this week with an exhibit at Red Brick. Some Aspen representatives are in Bariloche, Argentina. Shenk reported that the NWCCOG meeting coming up.

Mayor Madsen thanked Town Clerk Megan Boucher for the B & C Appreciation dinner. Nordic Council is coming up this week.

Councilmember Fridstein has CORE meeting coming up.

Councilmember Gustafson had no updates.

10) ADJOURNMENT

Councilmember Fridstein motioned to adjourn. Councilmember Marolt seconded. All in favor. None opposed.

7:35pm

The Snowmass Village Town Council approved this set of meeting minutes at their Regular Meeting on Monday November 6, 2023.

Submitted By,

_____

Megan Harris Boucher, Town Clerk

Town of Snowmass Village

Agenda Item Summary

DATE OF MEETING:

November 6, 2023

AGENDA ITEM:

Resolution 27 Series of 2023 Village Shuttle Drug and Alcohol Policy

PRESENTED BY:

Sam Guarino, Transportation Director

BACKGROUND:

As a Federally funded transit authority the Village Shuttle is required to implement, maintain, and update as necessary a substance abuse policy that addresses drug and alcohol testing in accordance with FTA regulations located in 49 CFR parts 40 and 655 and in compliance with the "Drug Free Workplace Act of 1988" located in 20 CFR Part 29. As part of this requirement the Transportation department routinely monitors changes to Federal Transit Administration (FTA) regulations to ensure that the policy is still within compliance and that the policy remains as easy as possible to understand and implement.

In an effort to remain compliant with recent changes to FTA drug and alcohol testing regulations and to improve the ease of use of the Village Shuttle's Drug and Alcohol policy we have adopted a new template for our policy that will both bring the policy into compliance and more clearly define the parameters of the policy.

FTA regulations require that the governing board of a Transit agency assume responsibility for adopting any new policies or amending existing policies.

FINANCIAL IMPACT:

There will be no added cost to our current Drug and Alcohol program.

APPLICABILITY TO COUNCIL GOALS & OBJECTIVES:

Staying in compliance with FTA regulations allows the Town to continue to accept Federal funding for the operation and enhancement of our Transit service.

COUNCIL OPTIONS:

1. Approve Resolution 27 series of 2023.
2. Propose amendments to the Village Shuttle Drug and Alcohol Policy.
3. Do not approve Resolution 27, Series of 2023.

STAFF RECOMMENDATION:

Staff recommends approving Resolution 27, Series of 2023.

ATTACHMENTS:

1. Reso 27, Series of 2023 Village Shuttle Drug and Alcohol Policy
2. 2023 Drug and Alcohol Policy

TOWN OF SNOWMASS VILLAGE
TOWN COUNCIL

RESOLUTION NO. 27
SERIES OF 2023

A RESOLUTION BY THE SNOWMASS VILLASGE TOWN COUNCIL APPROVING THE TOWN OF SNOWMASS VILLAGE SHUTTLE DRUG AND ALCOHOL POLICY.

WHEREAS, the Federal Transit Administration (FTA) requires all fund recipients to implement, maintain, and update as necessary a substance abuse policy that addresses drug and alcohol testing in accordance with FTA regulations located in 49 CFR parts 40 and 655 and in compliance with the "Drug Free Workplace Act of 1988" located in 20 CFR Part 29; and

WHEREAS, the FTA regulations require that a fund recipient's local governing board adopt the recipient's Substance Abuse Policy; and

WHEREAS, the Town of Snowmass Village Town Council desires to adopt the Substance Abuse Policy set forth in the attached and incorporated Exhibit A;

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Snowmass Village hereby approves and adopts the substance abuse policy as set forth in the attached and incorporated Exhibit A.

CERTIFICATION

READ, APPROVED AND ADOPTED by the Town Council of the Town of Snowmass Village on the 6th of November 2023 upon a motion made by Council Member _____, the second of Council Member _____, and upon a vote of __in favor and __ opposed.

TOWN OF SNOWMASS VILLAGE

_____
Bill Madson, Mayor

APPROVED AS TO FORM

_____
Jeff Conklin, Town Attorney

ATTEST:

_____
Megan Harris Boucher, Town Clerk

Exhibits:
A. 2023 Drug and Alcohol Policy

DRUG AND ALCOHOL TESTING POLICY
Town of Snowmass Village Shuttle
Adopted as of [MONTH DD, YEAR]

A. PURPOSE

1) The Town of Snowmass Village provides public transit and paratransit services for the residents of the Town of Snowmass Village through fixed-route, deviated fixed-route, demand response, and complementary paratransit services operated by the Village Shuttle. Part of our mission is to ensure that this service is delivered safely, efficiently, and effectively by establishing a drug and alcohol-free work environment, and to ensure that the workplace remains free from the effects of drugs and alcohol in order to promote the health and safety of employees and the general public. In keeping with this mission, Town of Snowmass Village declares that the unlawful manufacture, distribution, dispense, possession, or use of controlled substances or misuse of alcohol is prohibited for all employees.

2) Additionally, the purpose of this policy is to establish guidelines to maintain a drug and alcohol-free workplace in compliance with the Drug-Free Workplace Act of 1988, and the Omnibus Transportation Employee Testing Act of 1991. Covered employees shall abide by the terms of this policy statement as a condition of employment. This policy is intended to comply with all applicable Federal regulations governing workplace anti-drug and alcohol programs in the transit industry. Specifically, the Federal Transit Administration (FTA) of the U.S. Department of Transportation has published 49 CFR Part 655, as amended, that mandates drug and alcohol testing for safety-sensitive positions and prohibits performance of safety-sensitive functions when there is a positive test result, or a refusal to test. The U. S. Department of Transportation (USDOT) has also published 49 CFR Part 40, as amended, that sets standards for the collection and testing of specimens for drug and alcohol testing.

3) Any provisions set forth in this policy that are included under the sole authority of Town of Snowmass Village and are not provided under the authority of the above-named Federal regulations are underlined. Tests conducted under the sole authority of Town of Snowmass Village will be performed on non-USDOT forms and will be separate from USDOT testing in all respects.

B. APPLICABILITY

This Drug and Alcohol Testing Policy applies to all safety-sensitive employees (full- or part-time) when performing safety sensitive duties. See Attachment A for a list of employees and the authority under which they are included.

A safety-sensitive function is operation of public transit service including the operation of a revenue service vehicle (whether or not the vehicle is in revenue service), maintenance of a revenue service vehicle or equipment used in revenue service, security personnel who carry firearms, persons controlling the dispatch or movement of revenue service vehicles and any transit employee who operates a non-revenue service vehicle that requires a Commercial Driver's License to operate. Maintenance functions include the repair, overhaul, and rebuild of engines, vehicles and/or equipment used in revenue service. A list of safety-sensitive positions who perform one or more of the above-mentioned duties is provided in Attachment A. Supervisors are only safety sensitive if they perform one of the above functions. Volunteers are considered safety sensitive and subject to testing if they are required to hold a CDL or receive remuneration for service in excess of actual expense.

C. DEFINITIONS

Accident: An occurrence associated with the operation of a vehicle even when not in revenue service, if as a result:

a. An individual dies.
b. An individual suffers a bodily injury and immediately receives medical treatment away from the scene of the accident; or,
c. One or more vehicles incur disabling damage as the result of the occurrence and is transported away from the scene by a tow truck or other vehicle. For purposes of this definition, *disabling damage* means damage which precludes departure of any vehicle from the scene of the occurrence in its usual manner in daylight after simple repairs. Disabling damage includes damage to vehicles that could have been operated but would have been further damaged if so operated but does not include damage which can be remedied temporarily at the scene of the occurrence without special tools or parts, tire disablement without other damage even if no spare tire is available, or damage to headlights, taillights, turn signals, horn, or windshield wipers that makes them inoperative.

Adulterated specimen: A specimen that has been altered, as evidenced by test results showing either a substance that is not a normal constituent for that type of specimen or showing an abnormal concentration of an endogenous substance.

Alcohol: The intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols contained in any beverage, mixture, mouthwash, candy, food, preparation, or medication.

Alcohol Concentration: Expressed in terms of grams of alcohol per 210 liters of breath as indicated by a breath test under 49 CFR Part 40.

Aliquot: A fractional part of a specimen used for testing; It is taken as a sample representing the whole specimen.

Alternate specimen: An authorized specimen, other than the type of specimen previously collected or attempted to be collected.

Canceled Test: A drug or alcohol test that has a problem identified that cannot be or has not been corrected, or which is cancelled. A canceled test is neither positive nor negative.

Collection Site: A place selected by the employer where employees present themselves for the purpose of providing a specimen for a drug test.

Confirmatory Drug Test: A second analytical procedure performed on a different aliquot of the original specimen to identify and quantify a specific drug or drug metabolite.

Confirmatory Validity Test: A second test performed on a different aliquot of the original urine specimen to further support a validity test result.

Covered Employee Under FTA Authority: An employee who performs a safety-sensitive function including an applicant or transferee who is being considered for hire into a safety-sensitive function (See Attachment A for a list of covered employees).

Cutoff: The analytical value (e.g., drug or drug metabolite concentration) used as the decision point to determine a result (e.g., negative, positive, adulterated, invalid, or substituted) or the need for further testing.

Designated Employer Representative (DER): An employee authorized by the employer to take immediate action to remove employees from safety-sensitive duties and to make required decisions in testing. The DER also receives test results and other communications for the employer, consistent with the requirements of 49 CFR Parts 40 and 655.

DOT, The Department, DOT Agency: These terms encompass all DOT agencies, including, but not limited to, the Federal Aviation Administration (FAA), the Federal Railroad Administration (FRA), the Federal Motor Carrier Safety Administration (FMCSA), the Federal Transit Administration (FTA), the National Highway Traffic Safety Administration (NHTSA), the Pipeline and Hazardous Materials Safety Administration (PHMSA), and the Office of the Secretary (OST). For purposes of 49 CFR Part 40, the United States Coast Guard (USCG), in the Department of Homeland Security, is considered to be a DOT agency for drug testing purposes. These terms include any designee of a DOT agency.

Dilute specimen: A urine specimen with creatinine and specific gravity values that are lower than expected for human urine.

Disabling damage: Damage which precludes departure of any vehicle from the scene of the occurrence in its usual manner in daylight after simple repairs. Disabling damage includes damage to vehicles that could have been operated but would have been further damaged if so operated but does not include damage which can be remedied temporarily at the scene of the occurrence without special tools or parts, tire disablement without other damage even if no spare tire is available, or damage to headlights, taillights, turn signals, horn, or windshield wipers that makes them inoperative.

Employee: Any person who is designated in a DOT agency regulation as subject to drug testing and/or alcohol testing. The term includes individuals currently performing safety-sensitive functions designated in DOT agency regulations and applicants for employment subject to pre-employment testing. For purposes of drug testing under 49 CFR Part 40, the term employee has the same meaning as the term "donor" as found on CCF and related guidance materials produced by the Department of Health and Human Services.

Evidential Breath Testing Device (EBT): A device approved by the NHTSA for the evidential testing of breath at the 0.02 and the 0.04 alcohol concentrations and appears on ODAPC's Web page for "Approved Evidential Breath Measurement Devices" because it conforms with the model specifications available from NHTSA.

Initial Drug Test: The first test used to differentiate a negative specimen from one that requires further testing for drugs or drug metabolites.

Initial Specimen Validity Test: The first test used to determine if a specimen is adulterated, diluted, substituted, or invalid.

Invalid Result: The result reported by an HHS-certified laboratory in accordance with the criteria established by the HHS when a positive, negative, adulterated, or substituted result cannot be established for a specific drug or specimen validity test.

Laboratory: Any U.S. laboratory certified by HHS under the National Laboratory Certification Program as meeting the minimum standards of HHS; or, in the case of foreign laboratories, a laboratory approved for participation by DOT under 49 CFR Part 40.

Limit of Detection (LOD): The lowest concentration at which the analyte (e.g., drug or drug metabolite) can be identified.

Limit of Quantification (LOQ): For quantitative assays, the lowest concentration at which the identity and concentration of the analyte (e.g., drug or drug metabolite) can be accurately established.

Medical Review Officer (MRO): A licensed physician (medical doctor or doctor of osteopathy) responsible for receiving laboratory results generated by the drug testing program who has knowledge of substance abuse disorders and has appropriate medical training to interpret and evaluate an individual's confirmed positive test result, together with his/her medical history, and any other relevant bio-medical information.

Negative Dilute: A drug test result which is negative for the five drug/drug metabolites but has creatinine and specific gravity values that are lower than expected for human urine.

Negative result: The result reported by an HHS-certified laboratory to an MRO when a specimen contains no drug, or the concentration of the drug is less than the cutoff concentration for the drug or drug class and the specimen is a valid specimen. An alcohol concentration of less than 0.02 BAC is a negative test result.

Non-negative specimen: A specimen that is reported as adulterated, substituted, positive (for drug(s) or drug metabolite(s)), or invalid.

Oral Fluid Specimen: A specimen that is collected from an employee's oral cavity and is a combination of physiological fluids produced primarily by the salivary glands. An oral fluid specimen is considered to be a direct observation collection for all purposes of 49 CFR Part 40, as amended.

Oxidizing Adulterant: A substance that acts alone or in combination with other substances to oxidize drugs or drug metabolites to prevent the detection of the drug or metabolites or affects the reagents in either the initial or confirmatory drug test.

Performing (a safety-sensitive function): A covered employee is considered to be performing a safety-sensitive function and includes any period in which he or she is actually performing, ready to perform, or immediately available to perform such functions.

Positive result: The result reported by an HHS- Certified laboratory when a specimen contains a drug or drug metabolite equal or greater to the cutoff concentrations.

Primary specimen: In drug testing, the specimen bottle that is opened and tested by a first laboratory to determine whether the employee has a drug or drug metabolite in his or her system; and for the purpose of specimen validity testing.

The primary specimen is the portion of the donor's subdivided specimen designated as the primary (''A'') specimen by the collector to distinguish it from the split (''B'') specimen, as defined in 49 CFR Part 40, as amended.

Prohibited drug: Identified as marijuana, cocaine, opioids, amphetamines, or phencyclidine as specified in 49 CFR Part 40, as amended.

Reconfirmed: The result reported for a split (Bottle B) specimen when the second HHS-certified laboratory corroborates the original result reported for the primary (Bottle A) specimen.

Rejected for Testing: The result reported by an HHS- Certified laboratory when no tests are performed for specimen because of a fatal flaw or a correctable flaw that has not been corrected.

Revenue Service Vehicles: All transit vehicles that are used for passenger transportation service.

Safety-sensitive functions: Employee duties identified as:

(1) The operation of a transit revenue service vehicle even when the vehicle is not in revenue service.
(2) The operation of a non-revenue service vehicle by an employee when the operation of such a vehicle requires the driver to hold a Commercial Driver's License (CDL).
(3) Maintaining a revenue service vehicle or equipment used in revenue service.
(4) Controlling dispatch or movement of a revenue service vehicle and
(5) Carrying a firearm for security purposes.

Specimen: Fluid, breath, or other material collected from an employee at the collection site for the purpose of a drug or alcohol test.

Specimen Bottle: The bottle that, after being sealed and labeled according to the procedures in 49 CFR Part 40, is used to hold a primary ("A") or split ("B") specimen during the transportation to the laboratory. In the context of oral fluid testing, it may be referred to as a "vial," "tube," or "bottle."

Split Specimen: In drug testing, the specimen that is sent to a first laboratory and stored with its original seal intact, and which is transported to a second laboratory for retesting at the employee's request following MRO verification of the primary specimen as positive, adulterated or substituted.

Split specimen collection: A collection in which the single specimen collected is divided into two separate specimen bottles, the primary specimen (Bottle A) and the split specimen (Bottle B).

Substance Abuse Professional (SAP): A licensed physician (medical doctor or doctor of osteopathy) or licensed or certified psychologist, social worker, employee assistance professional, state-licensed, or certified marriage and family therapist, or drug and alcohol counselor (certified by an organization listed at https://www.transportation.gov/odapc/sap) with knowledge of and clinical experience in the diagnosis and treatment of drug and alcohol related disorders.

Substituted specimen: An employee's specimen not consistent with a normal human specimen, as determined by HHS (e.g., a urine specimen, with creatinine and specific gravity values that are so diminished, or so divergent that they are not consistent with normal human urine).

Test Refusal: The following are considered a refusal to test if the employee:

(1) Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer.
(2) Fail to remain at the collection site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
(3) Fail to attempt to provide a specimen. An employee who does not provide a specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
(4) In the case of a directly observed or monitored urine collection in a drug test, fail to permit monitoring or observation of your provision of a specimen.
(5) Fail to provide a sufficient quantity of specimen without a valid medical explanation.
(6) Fail or decline to take an additional test as directed by the collector or the employer for drug testing.
(7) Fail to undergo a medical evaluation as required by the MRO or the employer's Designated Employer Representative (DER).
(8) Fail to cooperate with any part of the testing process.
(9) Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly observed urine collection .
(10) Possess or wear a prosthetic or other device used to tamper with the collection process.
(11) Admit to the adulteration or substitution of a specimen to the collector or MRO.
(12) Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
(13) Fail to remain readily available following an accident.
(14) As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

Undiluted (neat) oral fluid: An oral fluid specimen to which no other solid or liquid has been added. For example: A collection device that uses a diluent (or other

component, process, or method that modifies the volume of the testable specimen) must collect at least 1 mL of undiluted (neat) oral fluid.

Urine specimen: Urine collected from an employee at the collection site for the purpose of a drug test.

Vehicle: A bus, electric bus, van, automobile, rail car, trolley car, trolley bus, or vessel. A public transit vehicle is a vehicle used for public transportation or for ancillary services.

Verified negative test: A drug test result reviewed by a medical review officer and determined to have no evidence of prohibited drug use at or above the minimum cutoff levels established by the Department of Health and Human Services (HHS).

Verified positive test: A drug test result reviewed by a medical review officer and determined to have evidence of prohibited drug use at or above the minimum cutoff levels specified in 49 CFR Part 40 as revised.

Validity testing: The evaluation of the specimen to determine if it is consistent with normal human urine. Specimen validity testing will be conducted on all specimens provided for testing under DOT authority. The purpose of validity testing is to determine whether certain adulterants or foreign substances were added to the specimen, if the specimen was diluted, or if the specimen was altered.

D. EDUCATION AND TRAINING

1) Every covered employee will receive a copy of this policy and will have ready access to the corresponding federal regulations including 49 CFR Parts 655 and 40, as amended. In addition, all covered employees will undergo a minimum of 60 minutes of training on the signs and symptoms of drug use including the effects and consequences of drug use on personal health, safety, and the work environment. The training also includes manifestations and behavioral cues that may indicate prohibited drug use.

2) All supervisory personnel or company officials who are in a position to determine employee fitness for duty will receive 60 minutes of reasonable suspicion training on the physical, behavioral, and performance indicators of probable drug use and 60 minutes of additional reasonable suspicion training on the physical, behavioral, speech, and performance indicators of probable alcohol misuse.

E. PROHIBITED SUBSTANCES

1) Prohibited substances addressed by this policy include the following.

a. Illegally Used Controlled Substance or Drugs Under the Drug-Free Workplace Act of 1988 any drug or any substance identified in Schedule I through V of Section 202 of the Controlled Substance Act (21 U.S.C. 812), and as further defined by 21 CFR 1308.11 through 1308.15 is prohibited at all times in the workplace unless a legal prescription has been written for the substance. This includes, but is not limited to: marijuana, amphetamines, opioids, phencyclidine (PCP), and cocaine, as well as any drug not approved for medical use by the U.S. Drug Enforcement Administration or the U.S. Food and Drug Administration. Illegal use includes use of any illegal drug, misuse of legally prescribed drugs, and use of illegally obtained prescription drugs. It is important to note that the use of marijuana in any circumstances remains completely prohibited for any safety-sensitive employee subject to drug testing under USDOT regulations. The use of marijuana in any circumstance (including under state recreational and/or medical marijuana laws) by a safety-sensitive employee is a violation of this policy and a violation of the USDOT regulation 49 CFR Part 40, as amended.

   Federal Transit Administration drug testing regulations (49 CFR Part 655) require that all employees covered under FTA authority be tested for marijuana, cocaine, amphetamines, opioids, and phencyclidine as described in this policy. Illegal use of these five drugs is prohibited at all times and thus, covered employees may be tested for these drugs anytime that they are on duty.

b. Legal Drugs: The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. However, the use of any substance which carries a warning label that indicates that mental functioning, motor skills, or judgment may be adversely affected must be reported to a Town of Snowmass Village supervisor and the employee is required to provide a written release from his/her doctor or pharmacist indicating that the employee can perform his/her safety-sensitive functions.

c. Alcohol: The use of beverages containing alcohol (including mouthwash, medication, food, candy) or any other substances containing alcohol in a manner which violates the conduct listed in this policy is prohibited.

F. PROHIBITED CONDUCT

1) Illegal use of the drugs listed in this policy and as defined in 49 CFR Part 40, as amended is prohibited at all times. All covered employees are prohibited from reporting for duty or remaining on duty if they have used a prohibited drug as defined in 49 CFR Part 40, as amended.

2) Each covered employee is prohibited from consuming alcohol while performing safety-sensitive job functions or while on-call to perform safety-sensitive job functions. If an on-call employee has consumed alcohol, they must acknowledge the use of alcohol at the time that they are called to report for duty. The covered employee will subsequently be relieved of his/her on-call responsibilities and subject to discipline for not fulfilling his/her on-call responsibilities.

3) The Transit Department shall not permit any covered employee to perform or continue to perform safety-sensitive functions if it has actual knowledge that the employee is using alcohol.

4) Each covered employee is prohibited from reporting to work or remaining on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater regardless of when the alcohol was consumed.

    a. An employee with a breath alcohol concentration which measures 0.02-0.039 is not considered to have violated the USDOT-FTA drug and alcohol regulations, provided the employee hasn't consumed the alcohol within four (4) hours of performing a safety-sensitive duty. However, if a safety-sensitive employee has a breath alcohol concentration of 0.02-0.039, USDOT-FTA regulations require the employee to be removed from the performance of safety-sensitive duties until:
        i. The employee's alcohol concentration measures less than 0.02; or
        ii. The start of the employee's next regularly scheduled duty period, but not less than eight hours following administration of the test.

5) No covered employee shall consume alcohol for eight (8) hours following involvement in an accident or until he/she submits to the post-accident drug/alcohol test, whichever occurs first.

6) No covered employee shall consume alcohol within four (4) hours prior to the performance of safety-sensitive job functions.

7) Town of Snowmass Village, under its own authority, also prohibits the consumption of alcohol at all times the employee is on duty, or anytime the employee is in uniform.

8) Consistent with the Drug-free Workplace Act of 1988, all Town of Snowmass Village employees are prohibited from engaging in the unlawful manufacture, distribution, dispensing, possession, or use of prohibited

substances in the workplace including transit system premises and transit vehicles.

G. DRUG STATUTE CONVICTION

Consistent with the Drug Free Workplace Act of 1998, all employees are required to notify the Town of Snowmass Village management of any criminal drug statute conviction for a violation occurring in the workplace within five days after such conviction. Failure to comply with this provision shall result in disciplinary action as defined in this policy.

H. TESTING REQUIREMENTS

1) Drug testing and alcohol testing will be conducted as required by 49 CFR Part 40 as amended. All employees covered under FTA authority shall be subject to testing prior to performing safety-sensitive duty, for reasonable suspicion, following an accident, and random as defined in this policy, and return to duty/follow-up.

2) A drug test can be performed any time a covered employee is on duty. A reasonable suspicion, random, or follow-up alcohol test can only be performed just before, during, or after the performance of a safety-sensitive job function. Under Town of Snowmass Village authority, a non-DOT alcohol test can be performed any time a covered employee is on duty.

All covered employees will be subject to drug testing and alcohol testing as a condition of ongoing employment with Town of Snowmass Village. Any safety-sensitive employee who refuses to comply with a request for testing shall be removed from duty and subject to discipline as defined in this policy.

I. DRUG TESTING PROCEDURES

1) Testing shall be conducted in a manner to assure a high degree of accuracy and reliability and using techniques, equipment, and laboratory facilities which have been approved by the U.S. Department of Health and Human Service (HHS). All testing will be conducted consistent with the procedures set forth in 49 CFR Part 40, as amended. The procedures will be performed in a private, confidential manner and every effort will be made to protect the employee, the integrity of the drug testing procedure, and the validity of the test result.

2) The drugs that will be tested for include marijuana, cocaine, opioids, amphetamines, and phencyclidine. After the identity of the donor is

checked using picture identification, a urine and/or oral fluid specimen will be collected as described in 49 CFR Part 40, as amended. Each specimen will be accompanied by a DOT Custody and Control Form and identified using a unique identification number that attributes the specimen to the correct individual. The specimen analysis will be conducted at an HHS certified laboratory. An initial drug screen and validity test will be conducted on the primary specimen. For those specimens that are not negative, a confirmatory test will be performed. The test will be considered positive if the amounts of the drug(s) and/or its metabolites identified by the confirmatory test are at or above the minimum thresholds established in 49 CFR Part 40, as amended.

3) The test results from the HHS certified laboratory will be reported to a Medical Review Officer. A Medical Review Officer (MRO) is a licensed physician with detailed knowledge of substance abuse disorders and drug testing. The MRO will review the test results to ensure the scientific validity of the test and to determine whether there is a legitimate medical explanation for a confirmed positive, substitute, or adulterated test result. The MRO will attempt to contact the employee to notify the employee of the non-negative laboratory result and provide the employee with an opportunity to explain the confirmed laboratory test result. The MRO will subsequently review the employee's medical history/medical records as appropriate to determine whether there is a legitimate medical explanation for a non-negative laboratory result. If no legitimate medical explanation is found, the test will be verified positive or refusal to test and reported to Town of Snowmass Village. If a legitimate explanation is found, the MRO will report the test result as negative.

4) If the test is invalid without a medical explanation, a retest will be conducted under direct observation. Employees do not have access to a test of their split specimen following an invalid result.

5) Any covered employee who questions the results of a required drug test may request that the split sample be tested. The split sample test must be conducted at a second HHS-certified laboratory. The test must be conducted on the split sample that was provided by the employee at the same time as the primary sample. The method of collecting, storing, and testing the split sample will be consistent with the procedures set forth in 49 CFR Part 40, as amended. The employee's request for a split sample test must be made to the Medical Review Officer within 72 hours of notice of the original sample verified test result. Requests after 72 hours will only be accepted at the discretion of the MRO if the delay was due to documentable facts that were beyond the control of the employee. Town of Snowmass Village will ensure that the cost for the split specimen analysis is covered in order for a timely analysis of the sample, however Town of Snowmass

Village will seek reimbursement for the split sample test from the employee if it is confirmed non-negative.

6) If the analysis of the split specimen fails to confirm the presence of the drug(s) detected in the primary specimen, if the split specimen is not able to be analyzed, or if the results of the split specimen are not scientifically adequate, the MRO will declare the original test to be canceled.

7) Observed collections.

   a. Consistent with 49 CFR Part 40, as amended, collection under direct observation with no advance notice will occur if:

      i. The laboratory reports to the MRO that a specimen is invalid, and the MRO reports to Town of Snowmass Village that there was not an adequate medical explanation for the result.

      ii. The MRO reports to Town of Snowmass Village that the original positive, adulterated, or substituted test result had to be cancelled because the test of the split specimen could not be performed.

      iii. The laboratory reported to the MRO that the urine specimen was negative-dilute with a creatinine concentration greater than or equal to 2 mg/dL but less than or equal to 5 mg/dL, and the MRO reported the urine specimen as negative-dilute and that a second collection must take place under direct observation (see §40.197(b)(1)).

      iv. The collector observes materials brought to the collection site or the employee's conduct clearly indicates an attempt to tamper with a specimen.

      v. The temperature on the original urine specimen was out of range (See §40.65(b)(5)).

      vi. Anytime the employee is directed to provide another specimen because the original specimen appeared to have been tampered with (See §40.65(c)(1)).

      vii. All follow-up-tests; or

      viii. All return-to-duty tests

Urine collections that are required to be directly observed will be conducted by a person of the same gender as the donor as required by 49 CFR Part 40.67.

J. ALCOHOL TESTING PROCEDURES

1) Tests for breath alcohol concentration will be conducted utilizing a National Highway Traffic Safety Administration (NHTSA)-approved Evidential Breath Testing device (EBT) operated by a trained Breath Alcohol Technician (BAT). A list of approved EBTs can be found on ODAPC's Web page for "Approved Evidential Breath Measurement Devices". Alcohol screening tests may be performed using a non-evidential testing device (alcohol screening device (ASD)) which is also approved by NHTSA. A list of approved ASDs can be found on ODAPC's Web page for "Approved Screening Devices to Measure Alcohol in Bodily Fluids". If the initial test indicates an alcohol concentration of 0.02 or greater, a second test will be performed to confirm the results of the initial test. The confirmatory test must occur on an EBT. The confirmatory test will be conducted no sooner than fifteen minutes after the completion of the initial test. The confirmatory test will be performed using a NHTSA-approved EBT operated by a trained BAT. The EBT will identify each test by a unique sequential identification number. This number, time, and unit identifier will be provided on each EBT printout. The EBT printout, along with an approved alcohol testing form, will be used to document the test, the subsequent results, and to attribute the test to the correct employee. The test will be performed in a private, confidential manner as required by 49 CFR Part 40, as amended. The procedure will be followed as prescribed to protect the employee and to maintain the integrity of the alcohol testing procedures and validity of the test result.

2) A confirmed alcohol concentration of 0.04 or greater will be considered a positive alcohol test and in violation of this policy. The consequences of a positive alcohol test are described in this policy. Even though an employee who has a confirmed alcohol concentration of 0.02 to 0.039 is not considered positive, the employee shall still be removed from duty for at least eight hours or for the duration of the work day whichever is longer and will be subject to the consequences described in this policy. An alcohol concentration of less than 0.02 will be considered a negative test.

3) Town of Snowmass Village affirms the need to protect individual dignity, privacy, and confidentiality throughout the testing process. If at any time the integrity of the testing procedures or the validity of the test results is compromised, the test will be canceled. Minor inconsistencies or

procedural flaws that do not impact the test result will not result in a cancelled test.

4) The alcohol testing form (ATF) required by 49 CFR Part 40 as amended, shall be used for all FTA required testing. Failure of an employee to sign step 2 of the ATF will be considered a refusal to submit to testing.

K. PRE-EMPLOYMENT TESTING

1) All applicants for covered transit positions shall undergo drug testing prior to performance of a safety-sensitive function.

   a. All offers of employment for covered positions shall be extended conditional upon the applicant passing a drug test. An applicant will not be allowed to perform safety-sensitive functions unless the applicant takes a drug test with verified negative results.

   b. An employee shall not be placed, transferred, or promoted into a position covered under FTA authority or company authority until the employee takes a drug test with verified negative results.

   c. If an applicant fails a pre-employment drug test, the conditional offer of employment shall be rescinded, and the applicant will be provided with a list of at least two (2) USDOT qualified Substance Abuse Professionals. Before being considered for future employment the applicant must provide the employer proof of having successfully completed a referral, evaluation and treatment plan as described in section 655.62 of subpart G. The cost for the assessment and any subsequent treatment will be the sole responsibility of the applicant.

   d. When an employee being placed, transferred, or promoted from a non-covered position to a position covered under FTA authority or company authority submits a drug test with a verified positive result, the employee shall be subject to disciplinary action in accordance with this policy.

   e. If a pre-employment test is canceled, Town of Snowmass Village will require the applicant to take and pass another pre-employment drug test.

   f. In instances where an FTA covered employee does not perform a safety-sensitive function for a period of 90 consecutive days or more regardless of reason, and during that period is not in the random testing pool the employee will be required to take a pre-employment

drug test under 49 CFR Part 655 and have negative test results prior to the conduct of safety-sensitive job functions.

g. Following a negative dilute the employee will be required to undergo another test. Should this second test result in a negative dilute result, the test will be considered a negative and no additional testing will be required unless directed to do so by the MRO.

h. Applicants are required (even if ultimately not hired) to provide *Town of Snowmass Village* with signed written releases requesting USDOT drug and alcohol records from all previous, USDOT-covered, employers that the applicant has worked for within the last two years. Failure to do so will result in the employment offer being rescinded. *Town of Snowmass Village* is required to ask all applicants (even if ultimately not hired) if they have tested positive or refused to test on a pre-employment test for a USDOT covered employer within the last two years. If the applicant has tested positive or refused to test on a pre-employment test for a USDOT covered employer, the applicant must provide Town of Snowmass Village proof of having successfully completed a referral, evaluation and treatment plan as described in section 655.62 of subpart G.

L. REASONABLE SUSPICION TESTING

1) All Town of Snowmass Village FTA covered employees will be subject to a reasonable suspicion drug and/or alcohol test when the employer has reasonable suspicion to believe that the covered employee has used a prohibited drug and/or engaged in alcohol misuse. Reasonable suspicion shall mean that there is objective evidence, based upon specific, contemporaneous, articulable observations of the employee's appearance, behavior, speech, or body odor that are consistent with possible drug use and/or alcohol misuse. Reasonable suspicion referrals must be made by one or more supervisors who are trained to detect the signs and symptoms of drug and alcohol use, and who reasonably concludes that an employee may be adversely affected or impaired in his/her work performance due to possible prohibited substance abuse or alcohol misuse. A reasonable suspicion alcohol test can only be conducted just before, during, or just after the performance of a safety-sensitive job function. However, under Town of Snowmass Village' authority, a non-DOT reasonable suspicion alcohol test may be performed any time the covered employee is on duty. A reasonable suspicion drug test can be performed any time the covered employee is on duty.

2) Town of Snowmass Village shall be responsible for transporting the employee to the testing site. Supervisors should avoid placing themselves and/or others in a situation which might endanger the physical safety of those present. The employee shall be placed on administrative leave pending disciplinary action described in this policy. An employee who refuses an instruction to submit to a drug/alcohol test shall not be permitted to finish his or her shift and shall immediately be placed on administrative leave pending disciplinary action as specified in this policy.

3) A written record of the observations which led to a drug/alcohol test based on reasonable suspicion shall be prepared and signed by the supervisor making the observation. This written record shall be submitted to the Town of Snowmass Village

4) When there are no specific, contemporaneous, articulable objective facts that indicate current drug or alcohol use, but the employee (who is not already a participant in a treatment program) admits the abuse of alcohol or other substances to a supervisor in his/her chain of command, the employee shall be referred for assessment and treatment consistent with this policy. Town of Snowmass Village shall place the employee on administrative leave in accordance with the provisions set forth under this policy. Testing in this circumstance would be performed under the direct authority of the Town of Snowmass Village. **Since the employee self-referred to management, testing under this circumstance would not be considered a violation of this policy or a positive test result under Federal authority.** However, self-referral does not exempt the covered employee from testing under Federal authority as specified in this policy or the associated consequences.

M. POST-ACCIDENT TESTING

1) FATAL ACCIDENTS – A covered employee will be required to undergo drug and alcohol testing if they are involved in an accident with a transit vehicle, whether or not the vehicle is in revenue service at the time of the accident, that results in a fatality. This includes all surviving covered employees that are operating the vehicle at the time of the accident and any other whose performance could have contributed to the accident, as determined by the employer using the best information available at the time of the decision.

2) NON-FATAL ACCIDENTS – A post-accident test of the employee operating the public transportation vehicle will be conducted if an accident occurs and at least one of the following conditions is met:

a. The accident results in injuries requiring immediate medical treatment away from the scene unless the covered employee can be completely discounted as a contributing factor to the accident.
b. One or more vehicles incurs disabling damage as a result of the occurrence and must be transported away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident.

In addition, any other covered employee whose performance could have contributed to the accident, as determined by the employer using the best information available at the time of the decision, will be tested.

As soon as practicable following an accident, as defined in this policy, the transit supervisor investigating the accident will notify the transit employee operating the transit vehicle and all other covered employees whose performance could have contributed to the accident of the need for the test. The supervisor will make the determination using the best information available at the time of the decision.

The appropriate transit supervisor shall ensure that an employee, required to be tested under this section, is tested as soon as practicable, but no longer than eight (8) hours of the accident for alcohol, and no longer than 32 hours for drugs. If an alcohol test is not performed within two hours of the accident, the Supervisor will document the reason(s) for the delay. If the alcohol test is not conducted within (8) eight hours, or the drug test within 32 hours, attempts to conduct the test must cease and the reasons for the failure to test documented.

Any covered employee involved in an accident must refrain from alcohol use for eight (8) hours following the accident, or until he/she undergoes a post-accident alcohol test.

An employee who is subject to post-accident testing who fails to remain readily available for such testing, including notifying a supervisor of his or her location if he or she leaves the scene of the accident prior to submission to such test, may be deemed to have refused to submit to testing.

Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident, or to prohibit an employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident, or to obtain necessary emergency medical care.

In the rare event that Town of Snowmass Village is unable to perform an FTA drug and alcohol test (i.e., employee is unconscious, employee is detained by law enforcement agency), Town of Snowmass Village may use drug and alcohol

post-accident test results administered by local law enforcement officials in lieu of the FTA test. The local law enforcement officials must have independent authority for the test and the employer must obtain the results in conformance with local law.

N. RANDOM TESTING

1) All covered employees will be subjected to random, unannounced testing. The selection of employees shall be made by a scientifically valid method of randomly generating an employee identifier from the appropriate pool of safety-sensitive employees. Individuals who may be covered under company authority will be selected from a pool of non-DOT-covered individuals.

2) The dates for administering unannounced testing of randomly selected employees shall be spread reasonably throughout the calendar year, day of the week and hours of the day.

3) The number of employees randomly selected for drug/alcohol testing during the calendar year shall be not less than the percentage rates set each year by the FTA administrator. The current year testing rates can be viewed online at https://www.transportation.gov/odapc/random-testing-rates.

4) Each covered employee shall be in a pool from which the random selection is made. Each covered employee in the pool shall have an equal chance of selection each time the selections are made. Employees will remain in the pool and subject to selection, whether or not the employee has been previously tested. There is no discretion on the part of management in the selection.

5) Covered transit employees that fall under the Federal Transit Administration regulations will be included in one random pool maintained separately from the testing pool of non-safety-sensitive employees that are included solely under Town of Snowmass Village authority.

6) Random tests can be conducted at any time during an employee's shift for drug testing. Alcohol random tests can only be performed just before, during, or just after the performance of a safety sensitive duty. However, under Town of Snowmass Village' authority, a non-DOT random alcohol test may be performed any time the covered employee is on duty. Testing can occur during the beginning, middle, or end of an employee's shift.

7) Employees are required to proceed immediately to the collection site upon notification of their random selection.

O. RETURN-TO-DUTY TESTING

All covered employees who previously tested positive on a drug or alcohol test or refused a test, must test negative for drugs, alcohol (below 0.02 for alcohol), or both and be evaluated and released by the Substance Abuse Professional before returning to work. Following the initial assessment, the SAP will recommend a course of rehabilitation unique to the individual. The SAP will recommend the return-to-duty test only when the employee has successfully completed the treatment requirement and is known to be drug and alcohol-free and there are no undue concerns for public safety. The SAP will determine whether the employee returning to duty will require a return-to-duty drug test, alcohol test, or both.

P. FOLLOW-UP TESTING

Covered employees that have returned to duty following a positive or refused test will be required to undergo frequent, unannounced drug and/or alcohol testing following their return-to-duty test. The follow-up testing will be performed for a period of one to five years with a minimum of six tests to be performed the first year. The frequency and duration of the follow-up tests (beyond the minimums) will be determined by the SAP reflecting the SAP's assessment of the employee's unique situation and recovery progress. Follow-up testing should be frequent enough to deter and/or detect a relapse. Follow-up testing is separate and in addition to the random, post-accident, reasonable suspicion and return-to-duty testing. The schedule for, duration of, and number of follow-up tests shall not be shared with the employee.

In the instance of a self-referral or a management referral, the employee will be subject to non-USDOT follow-up tests and follow-up testing plans modeled using the process described in 49 CFR Part 40. However, all non-USDOT follow-up tests and all paperwork associated with an employee's return-to-work agreement that was not precipitated by a positive test result (or refusal to test) does not constitute a violation of the Federal regulations will be conducted under company authority and will be performed using non-DOT testing forms.

Q. RESULT OF DRUG/ALCOHOL TEST

1) Any covered employee that has a verified positive drug or alcohol test, or test refusal, will be immediately removed from his/her safety-sensitive position, informed of educational and rehabilitation programs available, and will be provided with a list of at least two (2) USDOT qualified Substance Abuse Professionals (SAP) for assessment. Discipline will include anything

up to termination for any positive drug test, alcohol test 0.04 or greater, or refusal to test. The level of discipline, up to and including termination, for the first instance of a failed drug test shall be at the discretion of the Transportation Director and Town Manager, except where otherwise noted in this document. No employee will be allowed to return to duty requiring the performance of safety-sensitive job functions without the approval of the SAP and the employer.

2) Following a negative dilute the employee will be required to undergo another test. Should this second test result in a negative dilute result, the test will be considered a negative and no additional testing will be required unless directed to do so by the MRO.

3) Refusal to submit to a drug/alcohol test shall be considered equivalent to a positive test result and a direct act of insubordination and shall result in termination and referral to a list of USDOT qualified SAPs. A test refusal is defined as any of the following circumstances:
    a. Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer.
    b. Fail to remain at the collection site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
    c. Fail to attempt to provide a specimen. An employee who does not provide a specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
    d. In the case of a directly-observed or monitored urine collection in a drug test, fail to permit monitoring or observation of your provision of a specimen.
    e. Fail to provide a sufficient quantity of specimen without a valid medical explanation.
    f. Fail or decline to take an additional test as directed by the collector or the employer for drug testing.
    g. Fail to undergo a medical evaluation as required by the MRO or the employer's Designated Employer Representative (DER).
    h. Fail to cooperate with any part of the testing process.
    i. Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed urine collection.
    j. Possess or wear a prosthetic or other device used to tamper with the collection process.
    k. Admit to the adulteration or substitution of a specimen to the collector or MRO.
    l. Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).

m. Fail to remain readily available following an accident.
n. As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

4) For the first instance of a verified positive test from a sample submitted as the result of a random drug/alcohol test, disciplinary action against the employee shall include:
    a. Mandatory referral to Substance Abuse Professional for assessment, formulation of a treatment plan, and execution of a return to duty agreement.
    b. Failure to execute or remain compliant with the return-to-duty agreement shall result in termination of Town of Snowmass Village employment.
        i. Compliance with the return-to-duty agreement means that the employee has submitted to a drug/alcohol test immediately prior to returning to work; the result of that test is negative; in the judgment of the SAP the employee is cooperating with his/her SAP recommended treatment program; and the employee has agreed to periodic unannounced follow-up testing as defined in this policy.
    c. Refusal to submit to a periodic unannounced follow-up drug/alcohol test shall be considered a direct act of insubordination and shall result in termination.
    d. A periodic unannounced follow-up drug/alcohol test which results in a verified positive shall result in termination from Town of Snowmass Village employment.

5) The first instance of a verified positive post-accident or reasonable suspicion drug and/or alcohol test shall result in termination.

6) The second instance of a verified positive drug or alcohol test result for any category of testing shall result in termination from Town of Snowmass Village employment.

7) An alcohol test result of $\geq$0.02 to $\leq$ 0.039 BAC shall result in the removal of the employee from duty for eight hours or the remainder or the workday whichever is longer. The employee will not be allowed to return to safety-sensitive duty for his/her next shift until he/she submits to a NON-DOT alcohol test with a result of less than 0.02 BAC.

8) In the instance of a self-referral or a management referral, disciplinary action against the employee shall include:

a. Mandatory referral for an assessment by an employer approved counseling professional for assessment, formulation of a treatment plan, and execution of a return-to-work agreement.
b. Failure to execute or remain compliant with the return-to-work agreement shall result in termination from Town of Snowmass Village _employment.
    i. Compliance with the return-to-work agreement means that the employee has submitted to a drug/alcohol test immediately prior to returning to work; the result of that test is negative; the employee is cooperating with his/her recommended treatment program; and, the employee has agreed to periodic unannounced follow-up testing as described in this policy; however, all follow-up testing performed as part of a return-to-work agreement required under this policy is under the sole authority of Town of Snowmass Village and will be performed using non-DOT testing forms.
c. Refusal to submit to a periodic unannounced follow-up drug/alcohol test shall be considered a direct act of insubordination and shall result in termination. **All tests conducted as part of the return-to-work agreement will be conducted under company authority and will be performed using non-DOT testing forms.**
d. **A self-referral or management referral to the employer's counseling professional that was not precipitated by a positive test result does not constitute a violation of the Federal regulations and will not be considered as a positive test result in relation to the progressive discipline defined in this policy**.
e. Periodic unannounced follow-up drug/alcohol testing conducted as a result of a self-referral or management referral which results in a verified positive shall be considered a positive test result in relation to the progressive discipline defined in this policy.
f. A Voluntary Referral does not shield an employee from disciplinary action or guarantee employment with Town of Snowmass Village.
g. A Voluntary Referral does not shield an employee from the requirement to comply with drug and alcohol testing.

9) Failure of an employee to report within one business day a criminal drug statute conviction for a violation occurring in the workplace may result in discipline up to and including termination.

R. GRIEVANCE AND APPEAL

The consequences specified by 49 CFR Part 40.149 (c) for a positive test or test refusal are not subject to arbitration.

S. PROPER APPLICATION OF THE POLICY

Town of Snowmass Village is dedicated to assuring fair and equitable application of this substance abuse policy. Therefore, supervisors/managers are required to use and apply all aspects of this policy in an unbiased and impartial manner. Any supervisor/manager who knowingly disregards the requirements of this policy, or who is found to deliberately misuse the policy in regard to subordinates, shall be subject to disciplinary action, up to and including termination.

T. INFORMATION DISCLOSURE

1) Drug/alcohol testing records shall be maintained by the Town of Snowmass Village Drug and Alcohol Program Manager and, except as provided below or by law, the results of any drug/alcohol test shall not be disclosed without express written consent of the tested employee.

2) The employee, upon written request, is entitled to obtain copies of any records pertaining to their use of prohibited drugs or misuse of alcohol including any drug or alcohol testing records. Covered employees have the right to gain access to any pertinent records such as equipment calibration records, and records of laboratory certifications. Employees may not have access to SAP follow-up testing plans.

3) Records of a verified positive drug/alcohol test result shall be released to the Drug and Alcohol Program Manager, and other transit system management personnel on a need-to-know basis.

4) Records will be released to a subsequent employer only upon receipt of a written request from the employee.

5) Records of an employee's drug/alcohol tests shall be released to the adjudicator in a grievance, lawsuit, or other proceeding initiated by or on behalf of the tested individual arising from the results of the drug/alcohol test. The records will be released to the decision maker in the proceedings.

6) Records will be released to the National Transportation Safety Board during an accident investigation.

7) Information will be released in a criminal or civil action resulting from an employee's performance of safety-sensitive duties, in which a court of competent jurisdiction determines that the drug or alcohol test information is relevant to the case and issues an order to the employer to release the information. The employer will release the information to the decision

maker in the proceeding with a binding stipulation that it will only be released to parties of the proceeding.

8) Records will be released to the DOT or any DOT agency with regulatory authority over the employer or any of its employees.

9) Records will be released if requested by a Federal, state or local safety agency with regulatory authority over Town of Snowmass Village or the employee.

10) If a party seeks a court order to release a specimen or part of a specimen contrary to any provision of Part 40 as amended, necessary legal steps to contest the issuance of the order will be taken

11) In cases of a contractor or sub-recipient of a state department of transportation, records will be released when requested by such agencies that must certify compliance with the regulation to the FTA.

This Policy was adopted by the *Town of Snowmass Village Town Council, Mayor Bill Madsen,* on *[MONTH DD, YEAR].*

[APPLICABLE SIGNATURES]

Attachment A

Job Title	Job Duties	Testing Authority
Bus Driver Trainee	Operate Transit Vehicles	TOSV/FTA
Bus Driver	Operate Transit Vehicles	TOSV/FTA
Lead Driver	Operate Transit Vehicles and Supervise Transit Operations	TOSV/FTA
Facilities Maintenance Tech. I and II	Operate Transit Vehicles	TOSV/FTA
Facilities Maintenance Tech. Lead	Operate Transit Vehicles	TOSV/FTA
Foreman	Operate Transit Vehicles and Supervise Transit Operations	TOSV/FTA
Transit Supervisor	Operate Transit Vehicles and Supervise Transit Operations	TOSV/FTA
Transportation Director	Operate Transit Vehicles and Supervise Transit Operations	TOSV/FTA
Mechanic I, II, and III	Operate and Perform Maintenance on Transit Vehicles	TOSV/FTA
Fleet Superintendent	Operate and Perform Maintenance on Transit Vehicles	TOSV/FTA

Commented [SO1]: Sam, TOSV will need to complete this chart. Any position that is subject to USDOT-FTA testing should be marked as "TOSV/FTA" under the "Testing Authority" column

Attachment B Contacts

Any questions regarding this policy or any other aspect of the substance abuse policy should be directed to the following individual(s).

Town of Snowmass Village Drug and Alcohol Program Manager (DAPM)
Name:Sam Guarino
Title: Transportation Director
Address: PO Box 5010, Snowmass Village, CO 81615
Telephone Number: (970) 923-2543

Medical Review Officer
Name:Dr. Paul Teynor M.D.
Title: Doctor
Address: 1430 S. Main St., Salt Lake City, UT 84115
Telephone Number: (801) 486-5400

Substance Abuse Professional #1
Name:Charity Grimsley-Hinkley
Title: Counselor
Address: 620 East Main St., Frisco, CO 80443
Telephone Number: (720) 295-4852

Substance Abuse Professional #2
Name:Barbara Kinkelaar
Title: Counselor
Address: 940 Colorado Ave, Grand Junction, CO 81501
Telephone Number: (970) 210-1544

Town of Snowmass Village

Agenda Item Summary

DATE OF MEETING:

November 6, 2023

AGENDA ITEM:

ORDINANCE NO. 12, SERIES OF 2023 – SECOND READING OF AN ORDINANCE AMENDING THE 2023 BUDGET FOR THE POST GRANT FUND, THE TOURISM FUND AND THE CAPITAL IMPROVEMENT PROJECTS FUND FOR THE TOWN OF SNOWMASS VILLAGE

PRESENTED BY:

Clint Kinney, Town Manager
Marianne Rakowski, Finance Director

BACKGROUND:

This is the 2nd reading of Ordinance No. 12, Series of 2023. Each year, the Town is required to budget and appropriate any additional funds that the Town receives from the State of Colorado's POST Grant funds. This ordinance budgets and appropriates additional funds awarded by the State of Colorado that has a fiscal year that runs from July 1st to June 30th, which overlaps the Town's fiscal year of January 1st to December 31st. The POST (Peace Officer Standards & Training) Grant Fund is proposed to be amended due to an increase in the POST grant funding to pay for additional costs related to police training in the amount of $97,009.

In addition to the POST Fund, there is a revision to the Tourism Fund to transfer out $4,600,000 to the Capital Improvement Projects Fund for employee housing. There are also revisions to the Capital Improvement Project Fund to account for the Tourism transfer to and expenditure of the $4,600,000 and for the Town Park of $1,100,000 and the Kearns Road culvert of $6,500,000. The Town Park and Kearns Road culvert expenditures were approved by Ordinance earlier in the year by Council as expenditures from the General Fund and RETT Fund, but since the actual expenditures are coming from the Capital Improvement Project Fund, we need to show the transfers in and expenditures there as well.

FINANCIAL IMPACT:

The additional POST Grant funds of $97,009 will be both a revenue (for the approved grant funding) and an expenditure (for the training). The Tourism expenditure will be

$4,600,000 and the Capital Improvement Fund will show a revenue and expenditure of $12,200,000 each (Employee Housing $4,600,000, Town Park $1,100,000, Kearns Road culvert $6,500,00).

APPLICABILITY TO COUNCIL GOALS & OBJECTIVES:

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COUNCIL OPTIONS:

1. Approve the Second Reading of Ordinance No. 12, Series of 2023 funding the amended budget items.
2. Modify or deny the Second Reading of Ordinance No. 12, Series of 2023 declining funding the amended budget items.

STAFF RECOMMENDATION:

Staff recommends amending the budget by approving Ordinance No. 12, Series of 2023.

ATTACHMENTS:

Ordinance No. 12, Series of 2023

SNOWMASS VILLAGE
TOWN COUNCIL

ORDINANCE NO. 12
SERIES OF 2023

AN ORDINANCE AMENDING THE 2023 BUDGET FOR THE POST GRANT FUND, THE TOURISM FUND AND THE CAPITAL IMPROVEMENT PROJECTS FUND FOR THE TOWN OF SNOWMASS VILLAGE.

WHEREAS, Clint Kinney, Town Manager, has submitted changes to the 2023 Adopted Budget for the POST Fund, the Tourism Fund and the Capital Improvement Projects Fund; and

WHEREAS, the POST Grant Fund is revised to include the additional revenues and expenditures of the I-70 West POST Grant due to the State of Colorado's grant funding period running from July 1st through June 30th each year, which overlaps two different budget years for the Town; and

WHEREAS, the Tourism Fund is revised to include the transfer out to the Capital Improvement Projects Fund for employee housing; and

WHEREAS, the Capital Improvement Projects Fund is revised to account for Transfers in and the related expenses for the Kearns Road Culvert, the Town Park and Tourism Fund transfer for employee housing; and

WHEREAS, the Town of Snowmass Village Home Rule Charter requires adjustments to the budget when circumstances change relating to the budget.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Snowmass Village, Colorado:

Section One: Revised Budget
That the Town of Snowmass Village 2023 budget for the POST Grant Fund, the Tourism Fund and the Capital Improvement Projects Fund be adjusted to include the below amendments.

Section Two: Appropriation
That the below 2023 revised revenues and expenditures are hereby appropriated for expenditure during the 2023 budget year.

Town of Snowmass Village
Budget Changes - 2023

	2023 Expenditures	2023 Revenues
POST Grant Fund	$ 97,009	$ 97,009
Tourism Fund	$ 4,600,000	$ -
Capital Improvement Project Fund	$ 12,200,000	$ 12,200,000
TOTAL	**$ 16,897,009**	**$ 12,297,009**

Section Three: Effective Date
This Ordinance shall become effective upon adoption in accordance with Article X, Section 9.11 (e) of the Home Rule Charter.

INTRODUCED, READ AND ADOPTED on first reading by the Town Council of Snowmass Village, Colorado on the 16th day of October, 2023 with a motion made by Council Member Fridstein and seconded by Council Member Shenk and by a vote of 5 in favor to 0 opposed.

INTRODUCED, READ AND ADOPTED on second reading by the Town Council of Snowmass Village, Colorado on the 6th day of November, 2023 with a motion made by _____ and seconded by _____, and by a vote of __ in favor to __ opposed. A roll call was taken, those in favor were_____, those opposed were _____.

TOWN OF SNOWMASS VILLAGE

_____
Bill Madsen, Mayor

ATTEST:

_____
Megan Boucher, Town Clerk

Town of Snowmass Village

Agenda Item Summary

DATE OF MEETING:

November 6, 2023

AGENDA ITEM:

2024 Road Mill Levy Fund (PUBLIC HEARING)

PRESENTED BY:

Anne Martens, Public Works Director

BACKGROUND:

Pursuant to Section 4-14 of the Municipal Code, this agenda item is to receive public comment on the proposed road project list for 2024.

The proposed 2024 Road Fund Projects include:

- Highline Road (in conjunction with gas project)
- Oak Ridge Road (partial section)
- Ridge Road (partial section)
- Faraway Road (partial section in conjunction with guardrail project and potential SWSD partnership project)

In the spring of 2024, staff will inspect the road, confirm the project list or make appropriate adjustments to stay within the allotted project budget. The bid package will be assembled in the winter with the intention to have a project under construction this summer.

Coordination with the utility companies is taking place to ensure that there are no conflicts between projects.

FINANCIAL IMPACT:

These projects are funded from the CIP and Road Fund and $1,225,847.00 is included in the 2024 proposed budget.

APPLICABILITY TO COUNCIL GOALS & OBJECTIVES:

The investment in the Town's Roads is part of the goal and objective to broadly evaluate the Town's capital needs and make strategic improvements in infrastructure.

COUNCIL OPTIONS:

STAFF RECOMMENDATION:

It is staff recommendation, that the Council:
Open a public hearing, receive any public comments on the proposed road projects and then close the hearing.

Town of Snowmass Village

Agenda Item Summary

DATE OF MEETING:

November 6, 2023

AGENDA ITEM:

Public Hearing and Resolution No. 25, Series of 2023-A RESOLUTION SUMMARIZING REVENUES AND EXPENDITURES FOR THE TOWN OF SNOWMASS VILLAGE AND ADOPTING A BUDGET FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2024 AND ENDING ON THE LAST DAY OF DECEMBER, 2024 AND APPROPRIATING SUMS OF MONEY TO ALL FUNDS FOR THE 2024 BUDGET YEAR.

PRESENTED BY:

Clint Kinney, Town Manager
Marianne Rakowski, Finance Director

BACKGROUND:

Per the Home Rule Charter, the Town Manager shall submit to the Town Council the proposed budget and capital program for the fiscal year commencing January 1st with an accompanying budget message. The Home Rule Charter requires a public hearing and a resolution to adopt the budget and appropriate funds for 2024.

The 2024 budget was introduced to the Town Council on October 2, 2023 and continued to be reviewed by Council on October 9, 2023 and October 16, 2023 with adoption on November 6, 2023.

The Financial Advisory Board presented their budget comments at the October 16, 2023 Town Council meeting and recommended adoption of the 2024 proposed budget.

The attached budget includes the final changes that were presented to Council at the October 16, 2023 meeting.

FINANCIAL IMPACT:

The 2024 Budget Document is attached.

APPLICABILITY TO COUNCIL GOALS & OBJECTIVES:

These were included in the Budget Message presented to Council on October 2, 2023.

COUNCIL OPTIONS:

1. Approve Resolution No. 25, Series of 2023
2. Approve Resolution No. 25, Series of 2023 with modifications
3. Deny approval of Resolution No. 25, Series of 2023

STAFF RECOMMENDATION:

Staff Recommends approval of Resolution No. 25, Series of 2023

ATTACHMENTS:

A. Resolution No. 25, Series of 2023
B. 2024 Budget Document-all funds

SNOWMASS VILLAGE TOWN COUNCIL
RESOLUTION NO. 25
SERIES OF 2023

A RESOLUTION SUMMARIZING REVENUES AND EXPENDITURES FOR THE TOWN OF SNOWMASS VILLAGE AND ADOPTING A BUDGET FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2024 AND ENDING ON THE LAST DAY OF DECEMBER, 2024 AND APPROPRIATING SUMS OF MONEY TO ALL FUNDS FOR THE 2024 BUDGET YEAR.

WHEREAS, the Town Council of the Town of Snowmass Village has appointed Clint Kinney, Town Manager to prepare and submit a proposed budget to the Town Council by December 31, 2023; and

WHEREAS, Clint Kinney, Town Manager has submitted a proposed 2024 budget to the Town Council on October 2, 2023 and

WHEREAS, projected expenditures have been budgeted with projected revenues and reserves so that the budget remains in balance, as required by law; and

WHEREAS, the Town of Snowmass Village has made provision therein for revenues and fund balance in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

WHEREAS, the 2024 Highway User Tax and County Road and Bridge Funds will be expended on road projects in the Public Works Road Division and Road Fund; and

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said revised and proposed budget was open for inspection by the public at the Town Clerk's office, a Public Hearing was held on November 6, 2023, and interested taxpayers were given the opportunity to file or register any objections to said revised and proposed budget.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Snowmass Village, Colorado:

Section One:

That the estimated expenditure for 2024 for each fund is as follows:

General Fund	$	30,010,516.00
Real Estate Transfer Tax Fund	$	5,384,706.00
Road Fund	$	3,693,543.00
Lottery Fund	$	23,000.00

Excise Tax Fund	$	636,675.00
Tourism Fund	$	14,774,722.00
REOP Fund	$	330,000.00
POST Fund	$	62,182.00
Debt Service Fund	$	262,082.00
Capital Improvement Project Fund	$	32,634,993.00
Capital Equipment Reserve Fund	$	1,537,199.00
Housing Fund	$	3,199,155.00
Carriageway Fund	$	201,544.00
Snowmass Inn Fund	$	543,166.00
Total Fund Expenditures	$	93,293,483.00

Section Two:

That the following sums are hereby appropriated from the revenue and carryover of each fund, for the purposes stated:

General Fund		
--Operating Expenditures	$	24,359,643.00
--Capital Expenditures	$	217,900.00
--CERF-Transfer	$	330,000.00
--ASD Expenditures	$	510,000.00
--CIP-Transfer	$	2,680,557.00
--One-time Expenditures	$	1,912,416.00
TOTAL Expenditures	$	30,010,516.00
Capital Reserves	$	497,825.00
Emergency Contingency & TABOR	$	8,637,237.00
Other Designations/Appropriations	$	15,495,686.00
TOTAL Fund Balance	$	24,630,748.00

TOTAL General Fund	$	54,641,264.00
Real Estate Transfer Tax Fund		
--Capital Expenditures	$	147,241.00
--General Fund-Transfer	$	2,372,465.00
--CERF-Transfer	$	740,000.00
--CIP-Transfer	$	2,125,000.00
TOTAL Expenditures	$	5,384,706.00
Capital Reserves	$	704,095.00
Emergency Contingency & TABOR	$	4,000,000.00
Other Designations/Appropriations	$	1,306,875.00
TOTAL Fund Balance	$	6,010,970.00
TOTAL Real Estate Transfer Tax Fund	$	11,395,676.00
Road Fund		
--Capital Expenditures	$	3,343,543.00
--CERF-Transfer	$	350,000.00
TOTAL Expenditures	$	3,693,543.00
Capital Reserves	$	436,803.00
Other Designations/Appropriations	$	27,917.00
TOTAL Fund Balance	$	464,720.00
TOTAL Road Fund	$	4,158,263.00
Lottery Fund		
--Operating Expenditures	$	23,000.00

--Capital Expenditures	$	-
TOTAL Expenditures	$	23,000.00
Other Designations/Appropriations	$	144,067.00
TOTAL Fund Balance	$	144,067.00
TOTAL Lottery Fund	$	167,067.00
Excise Tax Fund		
--Operating Expenditures	$	5,000.00
--CIP-Transfer	$	631,675.00
TOTAL Expenditures	$	636,675.00
Other Designations/Appropriations	$	1,542,043.00
TOTAL Fund Balance	$	1,542,043.00
TOTAL Excise Tax Fund	$	2,178,718.00
Tourism Fund		
--Operating Expenditures	$	8,949,722.00
--CERF-Transfer	$	-
--CIP-Transfer	$	5,825,000.00
TOTAL Expenditures	$	14,774,722.00
Tourism Reserves	$	8,475,789.00
Emergency Contingency & TABOR	$	4,232,898.00
Other Designations/Appropriations	$	135,519.00
TOTAL Fund Balance	$	12,844,206.00

TOTAL Tourism Fund	$	27,618,928.00
REOP Fund		
--Operating Expenditures	$	330,000.00
--CIP-Transfer	$	-
TOTAL Expenditures	$	330,000.00
Other Designations/Appropriations	$	370,464.00
TOTAL Fund Balance	$	370,464.00
TOTAL REOP Fund	$	700,464.00
POST Fund		
--Operating Expenditures	$	62,182.00
--Capital Expenditures	$	-
TOTAL Expenditures	$	62,182.00
Other Designations/Appropriations	$	-
TOTAL Fund Balance	$	-
TOTAL POST Fund	$	62,182.00
Debt Service Fund		
--Debt Service	$	261,082.00
--Operating Expenditures	$	1,000.00
TOTAL Expenditures	$	262,082.00
Debt Service Reserves	$	15,165.00
TOTAL Fund Balance	$	15,165.00

TOTAL Debt Service Fund	$	277,247.00
Capital Improvement Project Fund		
--Operating Expenditures	$	-
--Capital Expenditures	$	32,634,993.00
TOTAL Expenditures	$	32,634,993.00
Capital Reserve	$	5,621,396.00
TOTAL Fund Balance	$	5,621,396.00
TOTAL Capital Improvement Project Fund	$	38,256,389.00
Capital Equipment Reserve Fund		
--Operating Expenditures	$	-
--Capital Expenditures	$	1,537,199.00
TOTAL Expenditures	$	1,537,199.00
Capital Reserve	$	6,104,065.00
TOTAL Fund Balance	$	6,104,065.00
TOTAL Capital Equipment Reserve Fund	$	7,641,264.00
Housing Fund		
--Operating Expenditures	$	2,166,054.00
--Capital Expenditures	$	133,101.00
--CIP-Transfer	$	900,000.00
TOTAL Expenditures	$	3,199,155.00
Capital Reserves	$	1,262,792.00

Emergency Contingency & TABOR	$	580,168.00
Other Designations/Appropriations	$	887,169.00
TOTAL Fund Balance	$	2,730,129.00
TOTAL Housing Fund	$	5,929,284.00
Carriageway Fund		
--Debt Service	$	150,605.00
--Capital Expenditures	$	-
--Operating Expenditures	$	50,939.00
TOTAL Expenditures	$	201,544.00
Capital Reserves	$	-
Emergency Contingency & TABOR	$	32,313.00
Other Designations/Appropriations	$	21,286.00
TOTAL Fund Balance	$	53,599.00
TOTAL Carriageway Fund	$	255,143.00
Snowmass Inn Fund		
--Debt Service	$	398,370.00
--Operating Expenditures	$	144,796.00
TOTAL Expenditures	$	543,166.00
Other Designations/Appropriations	$	584,001.00
TOTAL Fund Balance	$	584,001.00
TOTAL Snowmass Inn Fund	$	1,127,167.00

Section Three:

That the estimated revenues including carryover for each fund is as follows:

General Fund	$	54,641,264.00
Real Estate Transfer Tax Fund	$	11,395,676.00
Road Fund	$	4,158,263.00
Lottery Fund	$	167,067.00
Excise Tax Fund	$	2,178,718.00
Tourism Fund	$	27,618,928.00
REOP Fund	$	700,464.00
POST Fund	$	62,182.00
Debt Service Fund	$	277,247.00
Capital Improvement Project Fund	$	38,256,389.00
Capital Equipment Reserve Fund	$	7,641,264.00
Housing Fund	$	5,929,284.00
Carriageway Fund	$	255,143.00
Snowmass Inn Fund	$	1,127,167.00
Total Fund Revenues	**$**	**154,409,056.00**

General Fund		
--Carryover	$	25,827,021.00
--Sources other than property tax	$	27,762,542.00
--General Property Tax	$	541,701.00
Sub-Total Revenues	$	28,304,243.00
--General Property Tax-ASD	$	510,000.00
Revenues	$	28,814,243.00
TOTAL General Fund	$	54,641,264.00

Real Estate Transfer Tax Fund		
--Carryover	$	4,671,326.00
--Sources other than property tax	$	6,724,350.00
--General Property Tax	$	-
Revenues	$	6,724,350.00
TOTAL Real Estate Transfer Tax Fund	$	11,395,676.00
Road Fund		
--Carryover	$	511,803.00
--Sources other than property tax	$	121,783.00
--General Property Tax	$	3,524,677.00
Revenues	$	3,646,460.00
TOTAL Road Fund	$	4,158,263.00
Lottery Fund		
--Carryover	$	121,716.00
--Sources other than property tax	$	45,351.00
--General Property Tax	$	-
Revenues	$	45,351.00
TOTAL Lottery Fund	$	167,067.00
Excise Fund		
--Carryover	$	1,929,169.00

--Sources other than property tax	$	249,549.00
--General Property Tax	$	-
Revenues	$	249,549.00
TOTAL Excise Fund	$	2,178,718.00
Tourism Fund		
--Carryover	$	13,509,268.00
--Sources other than property tax	$	14,109,660.00
--General Property Tax	$	-
Revenues	$	14,109,660.00
TOTAL Tourism Fund	$	27,618,928.00
REOP Fund		
--Carryover	$	653,101.00
--Sources other than property tax	$	47,363.00
--General Property Tax	$	-
Revenues	$	47,363.00
TOTAL REOP Fund	$	700,464.00
POST Fund		
--Carryover	$	-
--Sources other than property tax	$	62,182.00
--General Property Tax	$	-
Revenues	$	62,182.00

TOTAL POST Fund	$	62,182.00
Debt Service Fund		
--Carryover	$	15,165.00
--Sources other than property tax	$	-
--General Property Tax	$	262,082.00
Revenues	$	262,082.00
TOTAL Debt Service Fund	$	277,247.00
Capital Improvements Project Fund		
--Carryover	$	17,644,014.00
--Sources other than property tax	$	20,612,375.00
--General Property Tax	$	-
Revenues	$	20,612,375.00
TOTAL Capital Improvements Project Fund	$	38,256,389.00
Capital Equipment Reserve Fund		
--Carryover	$	6,221,264.00
--Sources other than property tax	$	1,420,000.00
--General Property Tax	$	-
Revenues	$	1,420,000.00
TOTAL Capital Equipment Reserve Fund	$	7,641,264.00

Housing Fund		
--Carryover	$	2,303,232.00
--Sources other than property tax	$	3,626,052.00
--General Property Tax	$	-
Revenues	$	3,626,052.00
TOTAL Capital Equipment Reserve Fund	$	5,929,284.00
Carriageway Fund		
--Carryover	$	53,184.00
--Sources other than property tax	$	201,959.00
--General Property Tax	$	-
Revenues	$	201,959.00
TOTAL Carriageway Fund	$	255,143.00
Snowmass Inn Fund		
--Carryover	$	531,385.00
--Sources other than property tax	$	595,782.00
--General Property Tax	$	-
Revenues	$	595,782.00
TOTAL Snowmass Inn Fund	$	1,127,167.00

Section Four: Direction

1. That the 2024 Town of Snowmass Village Budget be adopted and appropriated, a true and accurate copy of which is attached hereto.

INTRODUCED, READ AND ADOPTED by the Town Council of the Town of Snowmass Village, Colorado on the 6th day of November, 2023 with a motion made by _____, seconded by _____. The motion was approved by a vote of __ in favor to __ opposed.

TOWN OF SNOWMASS VILLAGE

_____
Bill Madsen, Mayor

ATTEST:

_____
Megan Boucher, Town Clerk

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
REVENUE				
Taxes				
401001-01	Property Taxes - Current Taxes	386,920.00	386,920.00	541,701.00
401001-02	Property Taxes - Delinquent Taxes	150.00	150.00	150.00
401001-03	Property Taxes - Transportation Taxes	.00	.00	.00
401001-04	Property Taxes - Droste Taxes	.00	.00	.00
401001-06	Property Taxes - Aspen School District	510,000.00	510,000.00	510,000.00
401002-01	Specific Ownership - General	139,677.00	132,413.00	134,501.00
401003	Sales Taxes	.00	.00	.00
401003-01	Sales Taxes - County	7,167,067.00	6,826,621.00	7,031,420.00
401003-02	Sales Taxes - Town	3,366,485.00	3,765,099.00	3,878,051.00
401004	Franchise Occupation Tax	.00	.00	.00
401004-01	Franchise Occupation Tax - Centurylink	14,000.00	14,000.00	14,000.00
401004-02	Franchise Occupation Tax - Comcast	172,473.00	170,305.00	173,711.00
401004-03	Franchise Occupation Tax - Holy Cross	291,598.00	313,204.00	319,468.00
401004-04	Franchise Occupation Tax - Black Hill Energy	204,129.00	215,667.00	219,981.00
401007	Marijuana and Tobacco Tax	205,840.00	185,965.00	191,543.00
	Taxes Totals	$12,458,339.00	$12,520,344.00	$13,014,526.00
Intergovernmental Revenue				
402001	Cigarette Tax	12,903.00	13,521.00	13,521.00
402002	Additional MVSO	14,570.00	13,977.00	14,197.00
402003	Highway Users	133,035.00	133,035.00	133,035.00
402004	County Road and Bridge	43,072.00	45,010.00	45,910.00
402005-01	Grants - State Grant DUI Enforcement	.00	.00	.00
402005-02	Grants - Vale Grant	.00	.00	.00
402005-03	Grants - FTA-5311 Rural Admin & Operating Grant	458,527.00	458,527.00	472,283.00
402005-04	Grants - FTA/State Grants	.00	.00	.00
402005-05	Grants - Tigger Grant	.00	.00	.00
402005-06	Grants - FTA/State Grants	.00	.00	.00
402005-07	Grants - CORE	.00	.00	.00
402005-08	Grants - Electrical Charging Station	.00	.00	.00
402005-09	Grants- Police Training	30,000.00	30,000.00	30,000.00
402005-10	Grants- Police Equipment RFR/POST	8,700.00	8,000.00	8,000.00
402005-11	Grants - CARES Grant - Trans	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
REVENUE				
Intergovernmental Revenue				
402005-13	Grants - CARES Grant- General	.00	.00	.00
402005-14	Grants - American Rescue Plan Funds	.00	.00	.00
402005-15	Grants - American Rescue Plan Transportation	.00	.00	.00
402005-20	Grants - Electric Vehicle Transition Plan	40,000.00	40,000.00	.00
402005-21	Grants - CPW Grant Revenues	22,000.00	22,500.00	.00
402007	RTA Service Contract	564,778.00	564,778.00	600,000.00
402008	Recycling Credit Pitco	.00	.00	.00
	Intergovernmental Revenue Totals	$1,327,585.00	$1,329,348.00	$1,316,946.00
Licenses & Permits				
403001	Liquor License	16,283.00	13,109.00	16,000.00
403002	Business Sales Tax License	63,495.00	82,307.00	69,190.00
403003	Building Contractor License	20,000.00	30,000.00	17,750.00
403009	Short-term Rental Permits	.00	.00	.00
403010	Building Permits	500,000.00	750,000.00	450,000.00
403010-01	Building Permits - Base Village	.00	.00	.00
403010-02	Building Permits - B.V. Building 11	.00	.00	.00
403010-03	Building Permits - Snowmass Center	.00	.00	.00
403010-04	Building Permits - Fanny Hill Cabins	.00	.00	.00
403010-05	Building Permits - B.V. Building 12	10,000.00	203,280.00	.00
403010-06	Building Permits - B.V Building 13B	.00	134,720.00	.00
403010-07	Building Permits - B.V. Building 10AB	471,000.00	.00	741,325.00
403011	Electrical Permits	30,000.00	40,000.00	27,500.00
403011-01	Electrical Permits - Base Village	.00	.00	.00
403011-02	Electrical Permits - B.V. Building 11	.00	.00	.00
403011-03	Electrical Permits - Snowmass Center	.00	.00	.00
403011-04	Electrical Permits - Fanny Hill Cabins	.00	.00	.00
403011-05	Electrical Permits - B.V. Building 12	.00	.00	.00
403011-06	Electrical Permits - B.V. Building 13B	.00	.00	.00
403011-07	Electrical Permits - B.V. Building 10AB	130,000.00	.00	85,000.00
403020	Animal Tag	1,200.00	1,200.00	1,200.00
403021	Alarm Permit	30,000.00	30,000.00	30,000.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
REVENUE				
Licenses & Permits				
403030	Road Cut Permit Fees	2,000.00	2,300.00	2,000.00
	Licenses & Permits Totals	$1,273,978.00	$1,286,916.00	$1,439,965.00
Charges for Service				
404001	Security Services Perform	12,000.00	12,000.00	12,000.00
404010	Planning Dept Fees	70,000.00	70,000.00	60,000.00
404011	Building Plan Check Fees	381,000.00	450,000.00	300,000.00
404011-01	Building Plan Check Fees - Base Village	.00	.00	.00
404011-02	Building Plan Check Fees - B.V. Building 11	.00	.00	.00
404011-03	Building Plan Check Fees - Snowmass Center	.00	.00	.00
404011-04	Building Plan Check Fees - Fanny Hill Cabins	.00	.00	.00
404011-05	Building Plan Check Fees - B.V. Building 12	.00	.00	.00
404011-06	Building Plan Check Fees - B.V .Building 13B	.00	.00	.00
404011-07	Building Plan Check Fees - B.V. Building 10AB	306,000.00	.00	480,000.00
404012	Energy Fees	12,000.00	20,000.00	12,000.00
404020	Transportation Parking Fee	690,555.00	715,235.00	688,875.00
404021	Special Bus Runs	.00	.00	.00
404030	Public Works Miscellaneous	15,000.00	10,000.00	10,000.00
404040-01	Trash Fees - Misc Solid Waste	15,100.00	50,000.00	25,000.00
404040-02	Trash Fees - Homeowner	379,625.00	381,772.00	381,772.00
404040-03	Trash Fees - Rearloads	591,190.00	619,138.00	619,138.00
404040-04	Trash Fees - Curbside	127,651.00	128,444.00	128,444.00
404040-05	Trash Fees - Roll Off	250,000.00	235,694.00	235,694.00
404040-06	Trash Fees - Solid Waste Fuel Surcharge	.00	.00	.00
404050	Recreation Fees	147,695.00	147,695.00	175,000.00
404051	Recreation Center Memberships	745,000.00	790,000.00	810,000.00
404052	Recreation Center Personal Trainers	15,000.00	17,000.00	17,000.00
404053	Mountain Bike Fees	145,100.00	5,000.00	25,000.00
404060	Administration Fee	73,570.00	72,456.00	76,079.00
404061	Attorney Fees	35,000.00	20,000.00	20,000.00
404062	Tourism Special Events	.00	.00	.00
404063	External Billable Labor	.00	.00	.00
404063-01	External Billable Labor - Facility Management	90,000.00	90,000.00	90,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
REVENUE				
Charges for Service				
404063-02	External Billable Labor - Shop	17,000.00	12,000.00	12,000.00
404071	Special Events Revenue	150,000.00	150,000.00	150,000.00
	Charges for Service Totals	$4,268,486.00	$3,996,434.00	$4,328,002.00
Fines & Forfeits				
405001	Moving Violations	4,000.00	4,000.00	4,000.00
405002	Parking Violations	52,054.00	80,245.00	80,245.00
405003	Zoning Violations	.00	.00	.00
405004	Animal Fines	1,000.00	1,000.00	1,000.00
405005	Court Fines	1,000.00	1,000.00	1,000.00
405006	Criminal Violations	2,500.00	2,500.00	2,500.00
405007	Court Fees	1,000.00	1,000.00	1,000.00
	Fines & Forfeits Totals	$61,554.00	$89,745.00	$89,745.00
Contributions				
406001	Ski Corp Contributions	1,865,062.00	2,334,943.00	2,127,451.00
406002	Animal Control Adoptions	.00	.00	.00
406003	Holy Cross Community Enhancement	102,792.00	108,819.00	110,995.00
406004	Cougar Canyon	.00	.00	.00
406005	Housing Mitigation	.00	.00	.00
406006	Annexation Fees	.00	.00	.00
406007	Contributions - Community Purpose	.00	.00	.00
406009	PEG Fees	7,100.00	7,100.00	7,100.00
	Contributions Totals	$1,974,954.00	$2,450,862.00	$2,245,546.00
Miscellaneous				
407001	Interest Income	223,500.00	1,606,234.00	1,021,560.00
407002	Penalty & Interest	5,000.00	10,000.00	5,000.00
407003	Miscellaneous Income	106,122.00	93,744.00	92,736.00
407004	Insurance Recovery	.00	.00	.00
407005	Misc Police Revenue	4,400.00	4,400.00	4,400.00
407006	Transmitter Site Fees	49,498.00	49,498.00	49,498.00
407007-02	Employee Housing - Reserve Public Works	.00	.00	.00
407008	Accounts Payable Write Offs	.00	.00	.00
407009	Rett Processing Fee	3,225.00	2,400.00	3,225.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
REVENUE				
Miscellaneous				
407010	Dealio Sales	.00	.00	.00
407011	Recreation Center Concessions	22,667.00	26,000.00	26,000.00
407012	Rent Town Hall	118,469.00	118,469.00	122,023.00
407013	Over Weight Vehicle Charge	2,500.00	2,500.00	2,500.00
407014	Banner Charge	4,000.00	4,000.00	4,000.00
407015	Recreation Rental Fees	16,000.00	16,000.00	16,000.00
407016	AEU New Registrations	.00	.00	.00
407017-01	False Alarms - Burglary Fee	.00	.00	.00
407017-02	False Alarms - Fire Fee	.00	.00	.00
407018	Miscellaneous Parks and Rec Income	.00	.00	.00
407019	Building Commissions	22,100.00	10,000.00	8,000.00
407020	Micro Hydro HC Revenue	.00	.00	.00
407057	Bag fees	.00	.00	.00
	Miscellaneous Totals	$577,481.00	$1,943,245.00	$1,354,942.00
Transfer In From Other Funds				
408005	Transfer In Lottery	23,000.00	23,000.00	23,000.00
408006	Transfer In RETT	2,409,618.00	2,436,229.00	2,372,465.00
408007	Transfer In Road	2,116,856.00	2,180,422.00	2,382,725.00
408009	Transfer in Tourism	.00	.00	.00
408010	Transfer In Group Sales	.00	.00	.00
408060	Transfer In Housing	.00	.00	.00
408090	Transfer In GID	.00	.00	.00
	Transfer In From Other Funds Totals	$4,549,474.00	$4,639,651.00	$4,778,190.00
Sale of Assets				
410001-01	General Assets - Police	.00	.00	.00
410001-02	General Assets	.00	.00	.00
410001-03	General Assets - Town Council	.00	.00	.00
410001-04	General Asset - Employee Housing Unit	810,907.00	810,907.00	.00
	Sale of Assets Totals	$810,907.00	$810,907.00	$0.00
Rental Income				
407007-01	Employee Housing - Rent Public Works	.00	.00	.00
407007-03	Employee Housing - Country Club Townhome	.00	.00	.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
REVENUE				
Rental Income				
	Rental Income Totals	$0.00	$0.00	$0.00
Other Financing Sources				
413001	Proceeds From Bond Issue	.00	.00	.00
413001-01	Proceeds from COP	.00	.00	.00
413001-03	Issuance-Premium	.00	.00	.00
413001-04	Lease proceeds	.00	.00	246,381.00
	Other Financing Sources Totals	$0.00	$0.00	$246,381.00
	REVENUE TOTALS	$27,302,758.00	$29,067,452.00	$28,814,243.00
	Fund **001 - General Fund** Totals			
	REVENUE TOTALS	$27,302,758.00	$29,067,452.00	$28,814,243.00
	Fund **001 - General Fund** Totals	$27,302,758.00	$29,067,452.00	$28,814,243.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**01 - Town Council**			
Division	**00 - -**			
Program	**101 - Attorney Fees**			
Personnel Services				
501001-01	Payroll - Regular	.00	.00	.00
501002	Payroll Overtime	.00	.00	.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	.00	.00	.00
501003-04	Payroll Benefits - Housing Allowance	.00	.00	.00
501003-06	Payroll Benefits - Retirement	.00	.00	.00
501003-08	Payroll Benefits - Medicare	.00	.00	.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	.00	.00	.00
501003-14	Payroll Benefits - Vision Insurance	.00	.00	.00
501003-15	Payroll Benefits - Standard - Life / AD& D	.00	.00	.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	.00	.00	.00
501003-18	Payroll Benefits - Long Term Disability	.00	.00	.00
501003-19	Payroll Benefits - Unemployment Insurance	.00	.00	.00
501003-20	Payroll Benefits - Workmans Comp	.00	.00	.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	1,000.00	.00	.00
501005	Travel & Meeting Expenses	6,000.00	.00	.00
	Personnel Services Totals	$7,000.00	$0.00	$0.00
Purchased Services				
502001	Legal Fees Special Counsel	383,513.00	391,088.00	395,000.00
	Purchased Services Totals	$383,513.00	$391,088.00	$395,000.00
Operating & Maintenance				
503001	Advertising	.00	.00	.00
503002	Dues, Memberships, Subscriptions	325.00	.00	.00
503003	Miscellaneous	250.00	.00	1,000.00
	Operating & Maintenance Totals	$575.00	$0.00	$1,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **01 - Town Council**				
Division **00 - -**				
Program **101 - Attorney Fees**				
Capital				
507001-03	Cash Purchases - Equipment	.00	.00	.00
507001-04	Cash Purchases - Office	.00	.00	.00
507001-05	Cash Purchases - Computer	.00	.00	.00
507001-12	Cash Purchases - Furniture & Fixtures	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
	Program **101 - Attorney Fees** Totals	$391,088.00	$391,088.00	$396,000.00
Program **102 - Town Council**				
Personnel Services				
501001-01	Payroll - Regular	108,000.00	108,000.00	108,820.00
501003	Payroll Benefits	.00	.00	.00
501003-08	Payroll Benefits - Medicare	1,566.00	1,566.00	1,578.00
501003-09	Payroll Benefits - Fica	6,696.00	6,696.00	6,747.00
501003-19	Payroll Benefits - Unemployment Insurance	.00	.00	.00
501003-20	Payroll Benefits - Workmans Comp	96.00	96.00	61.00
501004	Training/ Registrations	3,000.00	.00	3,000.00
501005	Travel & Meeting Expenses	3,000.00	3,000.00	4,000.00
	Personnel Services Totals	$122,358.00	$119,358.00	$124,206.00
Purchased Services				
502002	Consultant	.00	30,000.00	.00
502003	Contract Service	80,000.00	81,191.00	68,000.00
502003-16	Contract Service - Wildfire Mitigation	15,000.00	15,000.00	100,000.00
502004	Telephone	1,000.00	1,000.00	1,000.00
502011-01	Town Functions - Boards and Commissions Support	18,000.00	21,000.00	27,500.00
	Purchased Services Totals	$114,000.00	$148,191.00	$196,500.00
Operating & Maintenance				
503001	Advertising	.00	.00	.00
503002	Dues, Memberships, Subscriptions	48,000.00	48,000.00	48,000.00
503003	Miscellaneous	4,350.00	4,350.00	4,350.00
503012	Public Relations	100.00	100.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **01 - Town Council**				
Division **00 - -**				
Program **102 - Town Council**				
Operating & Maintenance				
503030	Property Tax Rebate	.00	.00	.00
	Operating & Maintenance Totals	$52,450.00	$52,450.00	$52,350.00
Donations & Grants				
504001-01	Donations - General	.00	.00	.00
	Donations & Grants Totals	$0.00	$0.00	$0.00
Capital				
507001-03	Cash Purchases - Equipment	.00	.00	.00
507001-04	Cash Purchases - Office	.00	.00	.00
507001-05	Cash Purchases - Computer	.00	.00	.00
507001-06	Cash Purchases - Land Improvements	.00	.00	.00
507001-07	Cash Purchases - Buildings	.00	.00	.00
507001-12	Cash Purchases - Furniture & Fixtures	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
	Program **102 - Town Council** Totals	$288,808.00	$319,999.00	$373,056.00
	Division **00 - -** Totals	$679,896.00	$711,087.00	$769,056.00
	Department **01 - Town Council** Totals	$679,896.00	$711,087.00	$769,056.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**02 - Town Manager**			
Division	**00 - -**			
Program	**103 - Administration**			
Personnel Services				
501001-01	Payroll - Regular	202,772.00	202,772.00	205,248.00
501002	Payroll Overtime	.00	.00	.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	1,390.00	1,390.00	1,500.00
501003-03	Payroll Benefits - Car Allowance	4,200.00	4,200.00	4,200.00
501003-04	Payroll Benefits - Housing Allowance	.00	.00	.00
501003-06	Payroll Benefits - Retirement	30,416.00	30,416.00	30,787.00
501003-08	Payroll Benefits - Medicare	2,940.00	2,940.00	2,976.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	69,353.00	69,353.00	67,774.00
501003-13	Payroll Benefits - Dental Insurance	480.00	480.00	535.00
501003-14	Payroll Benefits - Vision Insurance	208.00	208.00	189.00
501003-15	Payroll Benefits - Standard - Life / AD& D	1,381.00	1,381.00	1,271.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	11.00	11.00	10.00
501003-18	Payroll Benefits - Long Term Disability	1,807.00	1,807.00	1,663.00
501003-19	Payroll Benefits - Unemployment Insurance	406.00	406.00	410.00
501003-20	Payroll Benefits - Workmans Comp	180.00	180.00	132.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	2,000.00	2,000.00	2,500.00
501005	Travel & Meeting Expenses	4,250.00	4,250.00	5,000.00
	Personnel Services Totals	$321,794.00	$321,794.00	$324,195.00
Purchased Services				
502002	Consultant	.00	.00	.00
502002-01	Consultant - Employee Training	.00	.00	.00
502003	Contract Service	.00	.00	.00
502004	Telephone	1,200.00	1,200.00	1,200.00
502005	Employee Relations	2,350.00	2,350.00	2,500.00
	Purchased Services Totals	$3,550.00	$3,550.00	$3,700.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **02 - Town Manager**				
Division **00 - -**				
Program **103 - Administration**				
Operating & Maintenance				
503001-02	Advertising - Jobs	.00	.00	.00
503001-05	Advertising - Other	.00	.00	.00
503002	Dues, Memberships, Subscriptions	2,500.00	2,500.00	2,500.00
503003	Miscellaneous	600.00	600.00	600.00
503004	Printing	.00	.00	.00
503005-01	Supplies - Office	.00	.00	.00
	Operating & Maintenance Totals	$3,100.00	$3,100.00	$3,100.00
Capital				
507001-03	Cash Purchases - Equipment	.00	.00	.00
507001-04	Cash Purchases - Office	.00	.00	.00
507001-05	Cash Purchases - Computer	.00	.00	.00
507001-06	Cash Purchases - Land Improvements	.00	.00	.00
507001-07	Cash Purchases - Buildings	.00	.00	.00
507001-12	Cash Purchases - Furniture & Fixtures	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
	Program **103 - Administration** Totals	$328,444.00	$328,444.00	$330,995.00
Program **104 - Advisory Boards**				
Operating & Maintenance				
503011-01	Board Expenses - SAAB	.00	.00	.00
503011-02	Board Expenses - PTRAB	.00	.00	.00
	Operating & Maintenance Totals	$0.00	$0.00	$0.00
	Program **104 - Advisory Boards** Totals	$0.00	$0.00	$0.00
	Division **00 - -** Totals	$328,444.00	$328,444.00	$330,995.00
Division **10 - Assistant Town Manager**				
Program **103 - Administration**				
Personnel Services				
501001	Payroll	.00	.00	.00
501001-01	Payroll - Regular	92,183.00	92,183.00	98,641.00
501002	Payroll Overtime	.00	.00	.00
501002-01	Payroll Overtime Regular	2,000.00	2,000.00	2,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**02 - Town Manager**			
Division	**10 - Assistant Town Manager**			
Program	**103 - Administration**			
Personnel Services				
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	1,390.00	1,390.00	1,500.00
501003-06	Payroll Benefits - Retirement	9,218.00	9,218.00	10,851.00
501003-08	Payroll Benefits - Medicare	1,337.00	1,337.00	1,496.00
501003-10	Payroll Benefits - Health Insurance	23,861.00	23,861.00	23,367.00
501003-13	Payroll Benefits - Dental Insurance	480.00	480.00	535.00
501003-14	Payroll Benefits - Vision Insurance	208.00	208.00	189.00
501003-15	Payroll Benefits - Standard - Life / AD& D	628.00	628.00	611.00
501003-17	Payroll Benefits - Dependant Life	11.00	11.00	10.00
501003-18	Payroll Benefits - Long Term Disability	821.00	821.00	799.00
501003-19	Payroll Benefits - Unemployment Insurance	184.00	184.00	206.00
501003-20	Payroll Benefits - Workmans Comp	83.00	83.00	66.00
501004	Training/ Registrations	.00	400.00	1,000.00
501005	Travel & Meeting Expenses	.00	500.00	2,000.00
	Personnel Services Totals	$132,404.00	$133,304.00	$143,271.00
Purchased Services				
502003	Contract Service	.00	.00	.00
502004	Telephone	500.00	.00	500.00
502006-01	Building Maintenance - General	4,000.00	.00	.00
502006-03	Building Maintenance - Lawn Care	.00	.00	.00
502007-01	Maintenance Agreements - Copier	8,050.00	8,050.00	5,500.00
502009-01	Mailing - Postage	10,000.00	10,000.00	10,000.00
502013-01	Leased Equipment - Copier	10,000.00	10,000.00	7,000.00
502013-03	Leased Equipment - Postage	4,172.00	4,172.00	3,750.00
502013-11	Leased Equipment - Interest	.00	.00	.00
502013-12	Leased Equipment - Principal	.00	.00	.00
	Purchased Services Totals	$36,722.00	$32,222.00	$26,750.00
Operating & Maintenance				
503002	Dues, Memberships, Subscriptions	180.00	180.00	180.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**02 - Town Manager**			
Division	**10 - Assistant Town Manager**			
Program	**103 - Administration**			
Operating & Maintenance				
503003	Miscellaneous	300.00	300.00	300.00
503003-01	Misc-Deductibles	.00	.00	.00
503004	Printing	5,000.00	5,000.00	5,000.00
503005-01	Supplies - Office	4,000.00	4,500.00	4,500.00
503007-03	Building Lease Payments - COP-Principal	540,000.00	540,000.00	560,000.00
503007-04	Building Lease Payments - COP-Interest	91,800.00	91,800.00	70,200.00
503007-05	Building Lease Payments - Miscellaneous	3,000.00	3,000.00	3,000.00
503008	Insurance	.00	.00	.00
503008-01	Insurance - Building	136,131.00	136,131.00	176,054.00
503008-02	Insurance - Vehicle	816.00	816.00	816.00
503009-01	Vehicle Expenses - Fuel	8,000.00	8,000.00	5,500.00
503009-03	Vehicle Expenses - Parts & Supplies	7,669.00	7,700.00	8,500.00
503009-06	Vehicle Expenses - Labor	8,000.00	8,000.00	8,500.00
503010	Contra Acct - Vehicle Labor	(8,000.00)	(8,000.00)	(8,500.00)
	Operating & Maintenance Totals	$796,896.00	$797,427.00	$834,050.00
	Program **103 - Administration** Totals	$966,022.00	$962,953.00	$1,004,071.00
Program	**105 - Community Relations**			
Personnel Services				
501001	Payroll	.00	.00	.00
501001-01	Payroll - Regular	130,395.00	130,395.00	139,523.00
501002	Payroll Overtime	.00	.00	.00
501002-01	Payroll Overtime Regular	.00	.00	.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	1,390.00	1,390.00	1,500.00
501003-06	Payroll Benefits - Retirement	13,040.00	13,040.00	15,348.00
501003-08	Payroll Benefits - Medicare	1,891.00	1,891.00	2,023.00
501003-10	Payroll Benefits - Health Insurance	46,981.00	46,981.00	45,876.00
501003-13	Payroll Benefits - Dental Insurance	480.00	480.00	535.00
501003-14	Payroll Benefits - Vision Insurance	208.00	208.00	189.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**02 - Town Manager**			
Division	**10 - Assistant Town Manager**			
Program	**105 - Community Relations**			
Personnel Services				
501003-15	Payroll Benefits - Standard - Life / AD& D	888.00	888.00	864.00
501003-17	Payroll Benefits - Dependant Life	11.00	11.00	10.00
501003-18	Payroll Benefits - Long Term Disability	1,162.00	1,162.00	1,130.00
501003-19	Payroll Benefits - Unemployment Insurance	261.00	261.00	279.00
501003-20	Payroll Benefits - Workmans Comp	117.00	117.00	90.00
501004	Training/ Registrations	1,150.00	1,500.00	1,500.00
501005	Travel & Meeting Expenses	5,000.00	5,000.00	5,000.00
	Personnel Services Totals	$202,974.00	$203,324.00	$213,867.00
Purchased Services				
502003	Contract Service	9,000.00	9,000.00	9,000.00
502004	Telephone	1,200.00	1,200.00	1,200.00
	Purchased Services Totals	$10,200.00	$10,200.00	$10,200.00
Operating & Maintenance				
503001-03	Advertising - Print	25,000.00	25,000.00	25,000.00
503002	Dues, Memberships, Subscriptions	2,300.00	2,300.00	2,400.00
503003	Miscellaneous	700.00	700.00	700.00
503004	Printing	2,100.00	2,100.00	2,100.00
503005-01	Supplies - Office	1,000.00	1,000.00	1,000.00
503012	Public Relations	4,000.00	4,000.00	4,000.00
503029	Engagement Events	.00	.00	10,000.00
	Operating & Maintenance Totals	$35,100.00	$35,100.00	$45,200.00
Program	**105 - Community Relations** Totals	$248,274.00	$248,624.00	$269,267.00
Program	**107 - Town Clerk**			
Personnel Services				
501001	Payroll	.00	.00	.00
501001-01	Payroll - Regular	92,183.00	92,183.00	98,641.00
501002	Payroll Overtime	.00	.00	.00
501002-01	Payroll Overtime Regular	.00	.00	.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	1,390.00	1,390.00	1,500.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **02 - Town Manager**				
Division **10 - Assistant Town Manager**				
Program **107 - Town Clerk**				
Personnel Services				
501003-06	Payroll Benefits - Retirement	9,218.00	9,218.00	10,851.00
501003-08	Payroll Benefits - Medicare	1,337.00	1,337.00	1,430.00
501003-10	Payroll Benefits - Health Insurance	61,619.00	61,619.00	60,225.00
501003-13	Payroll Benefits - Dental Insurance	480.00	480.00	535.00
501003-14	Payroll Benefits - Vision Insurance	208.00	208.00	189.00
501003-15	Payroll Benefits - Standard - Life / AD& D	628.00	628.00	611.00
501003-17	Payroll Benefits - Dependant Life	11.00	11.00	10.00
501003-18	Payroll Benefits - Long Term Disability	821.00	821.00	799.00
501003-19	Payroll Benefits - Unemployment Insurance	184.00	184.00	197.00
501003-20	Payroll Benefits - Workmans Comp	83.00	83.00	63.00
501004	Training/ Registrations	2,250.00	2,250.00	3,000.00
501005	Travel & Meeting Expenses	3,700.00	3,700.00	3,700.00
	Personnel Services Totals	$174,112.00	$174,112.00	$181,751.00
Purchased Services				
502003	Contract Service	3,500.00	3,500.00	4,200.00
502007-04	Maintenance Agreements - Other	.00	.00	.00
502014	Elections	.00	3,000.00	3,500.00
	Purchased Services Totals	$3,500.00	$6,500.00	$7,700.00
Operating & Maintenance				
503001-01	Advertising - Legal Notices	5,700.00	5,700.00	5,700.00
503002	Dues, Memberships, Subscriptions	2,250.00	2,250.00	2,250.00
503003	Miscellaneous	800.00	800.00	800.00
503004	Printing	500.00	500.00	500.00
	Operating & Maintenance Totals	$9,250.00	$9,250.00	$9,250.00
	Program **107 - Town Clerk** Totals	$186,862.00	$189,862.00	$198,701.00
Program **109 - Information Systems**				
Personnel Services				
501001	Payroll	.00	.00	.00
501001-01	Payroll - Regular	204,165.00	204,165.00	326,139.00
501002	Payroll Overtime	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**02 - Town Manager**			
Division	**10 - Assistant Town Manager**			
Program	**109 - Information Systems**			
Personnel Services				
501002-01	Payroll Overtime Regular	.00	.00	2,500.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	2,780.00	2,780.00	4,500.00
501003-06	Payroll Benefits - Retirement	19,622.00	19,622.00	35,391.00
501003-08	Payroll Benefits - Medicare	2,960.00	2,960.00	4,729.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	85,480.00	85,480.00	143,816.00
501003-13	Payroll Benefits - Dental Insurance	960.00	960.00	1,605.00
501003-14	Payroll Benefits - Vision Insurance	417.00	417.00	568.00
501003-15	Payroll Benefits - Standard - Life / AD& D	1,336.00	1,336.00	1,992.00
501003-17	Payroll Benefits - Dependant Life	21.00	21.00	29.00
501003-18	Payroll Benefits - Long Term Disability	1,748.00	1,748.00	2,606.00
501003-19	Payroll Benefits - Unemployment Insurance	408.00	408.00	652.00
501003-20	Payroll Benefits - Workmans Comp	2,355.00	2,355.00	2,738.00
501004	Training/ Registrations	7,000.00	7,000.00	9,850.00
501005	Travel & Meeting Expenses	4,000.00	4,000.00	8,200.00
	Personnel Services Totals	$333,252.00	$333,252.00	$545,315.00
Purchased Services				
502003	Contract Service	127,400.00	127,400.00	147,360.00
502004	Telephone	15,000.00	19,000.00	18,600.00
502004-01	Telephone- Data	42,000.00	42,000.00	45,540.00
502004-02	Telephone-Cell	2,040.00	2,040.00	2,040.00
502004-03	Telephone-Equipment	10,000.00	10,000.00	10,000.00
502004-04	Telephone-Support and Services	10,000.00	10,000.00	10,000.00
502007-02	Maintenance Agreements - Software	.00	.00	.00
502007-03	Maintenance Agreements - Hardware	13,500.00	21,000.00	21,000.00
502008-01	Repairs - Equipment	3,000.00	3,000.00	3,150.00
502019	Software Licensing	249,585.00	249,585.00	291,787.00
	Purchased Services Totals	$472,525.00	$484,025.00	$549,477.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **02 - Town Manager**				
Division **10 - Assistant Town Manager**				
Program **109 - Information Systems**				
Operating & Maintenance				
503002	Dues, Memberships, Subscriptions	4,000.00	4,000.00	4,500.00
503003	Miscellaneous	500.00	500.00	550.00
503005-06	Supplies - Computer	4,000.00	4,000.00	4,200.00
	Operating & Maintenance Totals	$8,500.00	$8,500.00	$9,250.00
Capital				
507001-05	Cash Purchases - Computer	91,000.00	91,000.00	105,000.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$91,000.00	$91,000.00	$105,000.00
	Program **109 - Information Systems** Totals	$905,277.00	$916,777.00	$1,209,042.00
Program **114 - Court**				
Personnel Services				
501004	Training/ Registrations	100.00	100.00	100.00
501005	Travel & Meeting Expenses	500.00	500.00	500.00
	Personnel Services Totals	$600.00	$600.00	$600.00
Purchased Services				
502003	Contract Service	12,550.00	12,550.00	12,550.00
	Purchased Services Totals	$12,550.00	$12,550.00	$12,550.00
Operating & Maintenance				
503002	Dues, Memberships, Subscriptions	50.00	50.00	50.00
503003	Miscellaneous	35.00	841.00	35.00
503004	Printing	70.00	70.00	70.00
503005-01	Supplies - Office	100.00	100.00	100.00
503005-05	Supplies - Data Processing	.00	.00	.00
	Operating & Maintenance Totals	$255.00	$1,061.00	$255.00
	Program **114 - Court** Totals	$13,405.00	$14,211.00	$13,405.00
	Division **10 - Assistant Town Manager** Totals	$2,319,840.00	$2,332,427.00	$2,694,486.00
	Department **02 - Town Manager** Totals	$2,648,284.00	$2,660,871.00	$3,025,481.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**04 - Finance**			
Division	**00 - -**			
Program	**103 - Administration**			
Personnel Services				
501001-01	Payroll - Regular	608,708.00	608,708.00	644,468.00
501002	Payroll Overtime	.00	.00	.00
501002-01	Payroll Overtime Regular	.00	.00	.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	8,340.00	8,340.00	9,000.00
501003-06	Payroll Benefits - Retirement	58,452.00	58,452.00	69,266.00
501003-08	Payroll Benefits - Medicare	6,420.00	6,420.00	6,771.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	317,327.00	317,327.00	310,166.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	2,881.00	2,881.00	3,211.00
501003-14	Payroll Benefits - Vision Insurance	1,250.00	1,250.00	1,136.00
501003-15	Payroll Benefits - Standard - Life / AD& D	3,981.00	3,981.00	3,899.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	63.00	63.00	58.00
501003-18	Payroll Benefits - Long Term Disability	5,208.00	5,208.00	5,101.00
501003-19	Payroll Benefits - Unemployment Insurance	1,217.00	1,217.00	1,289.00
501003-20	Payroll Benefits - Workmans Comp	545.00	545.00	414.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	2,695.00	2,695.00	3,295.00
501005	Travel & Meeting Expenses	8,338.00	8,338.00	8,538.00
	Personnel Services Totals	$1,025,425.00	$1,025,425.00	$1,066,612.00
Purchased Services				
502002	Consultant	.00	.00	.00
502003	Contract Service	9,668.00	9,668.00	9,668.00
502008-01	Repairs - Equipment	.00	.00	.00
502015	Document Imaging	7,000.00	7,000.00	7,000.00
502017	Audit	50,000.00	50,000.00	55,000.00
502018-01	Collection Fees - General	23,184.00	23,184.00	23,184.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**04 - Finance**			
Division	**00 - -**			
Program	**103 - Administration**			
Purchased Services				
	Purchased Services Totals	$89,852.00	$89,852.00	$94,852.00
Operating & Maintenance				
503002	Dues, Memberships, Subscriptions	1,720.00	1,720.00	1,895.00
503003	Miscellaneous	74,077.00	74,077.00	74,077.00
503004	Printing	1,700.00	1,700.00	2,050.00
503005-01	Supplies - Office	2,904.00	2,904.00	2,904.00
503005-05	Supplies - Data Processing	5,525.00	5,525.00	5,525.00
	Operating & Maintenance Totals	$85,926.00	$85,926.00	$86,451.00
Capital				
507001-04	Cash Purchases - Office	10,000.00	10,000.00	5,000.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$10,000.00	$10,000.00	$5,000.00
	Program **103 - Administration** Totals	$1,211,203.00	$1,211,203.00	$1,252,915.00
Program	**108 - Personnel**			
Personnel Services				
501001-01	Payroll - Regular	84,217.00	84,217.00	87,167.00
501002-01	Payroll Overtime Regular	.00	.00	.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	1,390.00	1,390.00	1,500.00
501003-06	Payroll Benefits - Retirement	7,916.00	7,916.00	9,588.00
501003-08	Payroll Benefits - Medicare	1,221.00	1,221.00	1,264.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	38,256.00	38,256.00	37,490.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	480.00	480.00	535.00
501003-14	Payroll Benefits - Vision Insurance	208.00	208.00	189.00
501003-15	Payroll Benefits - Standard - Life / AD& D	539.00	539.00	540.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	11.00	11.00	10.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **04 - Finance**				
Division **00 - -**				
Program **108 - Personnel**				
Personnel Services				
501003-18	Payroll Benefits - Long Term Disability	705.00	705.00	706.00
501003-19	Payroll Benefits - Unemployment Insurance	168.00	168.00	174.00
501003-20	Payroll Benefits - Workmans Comp	75.00	75.00	56.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	2,850.00	2,850.00	2,850.00
501005	Travel & Meeting Expenses	2,300.00	2,300.00	2,992.00
	Personnel Services Totals	$140,336.00	$140,336.00	$145,061.00
Purchased Services				
502002	Consultant	850.00	850.00	850.00
	Purchased Services Totals	$850.00	$850.00	$850.00
Operating & Maintenance				
503001-02	Advertising - Jobs	.00	.00	.00
503001-05	Advertising - Other	.00	.00	.00
503002	Dues, Memberships, Subscriptions	550.00	550.00	550.00
503003	Miscellaneous	.00	.00	.00
503005-01	Supplies - Office	347.00	347.00	347.00
503005-05	Supplies - Data Processing	900.00	900.00	900.00
	Operating & Maintenance Totals	$1,797.00	$1,797.00	$1,797.00
Capital				
507001-04	Cash Purchases - Office	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
	Program **108 - Personnel** Totals	$142,983.00	$142,983.00	$147,708.00
	Division **00 - -** Totals	$1,354,186.00	$1,354,186.00	$1,400,623.00
	Department **04 - Finance** Totals	$1,354,186.00	$1,354,186.00	$1,400,623.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**05 - Community Development**			
Division	**00 - -**			
Program	**110 - Zoning/Long Range Planning**			
Personnel Services				
501001-01	Payroll - Regular	383,472.00	383,472.00	492,403.00
501002	Payroll Overtime	.00	.00	.00
501002-01	Payroll Overtime Regular	.00	.00	2,250.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	4,170.00	4,170.00	6,000.00
501003-06	Payroll Benefits - Retirement	36,533.00	36,533.00	52,118.00
501003-08	Payroll Benefits - Medicare	5,560.00	5,560.00	7,172.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	94,702.00	94,702.00	115,975.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	1,441.00	1,441.00	2,141.00
501003-14	Payroll Benefits - Vision Insurance	625.00	625.00	757.00
501003-15	Payroll Benefits - Standard - Life / AD& D	2,488.00	2,488.00	2,934.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	32.00	32.00	38.00
501003-18	Payroll Benefits - Long Term Disability	3,255.00	3,255.00	3,838.00
501003-19	Payroll Benefits - Unemployment Insurance	767.00	767.00	989.00
501003-20	Payroll Benefits - Workmans Comp	2,660.00	2,660.00	2,153.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	5,000.00	5,000.00	6,750.00
501005	Travel & Meeting Expenses	7,000.00	7,000.00	10,000.00
	Personnel Services Totals	$547,705.00	$547,705.00	$705,518.00
Purchased Services				
502002	Consultant	5,000.00	5,000.00	.00
502003	Contract Service	.00	.00	.00
502004	Telephone	900.00	900.00	900.00
502007-01	Maintenance Agreements - Copier	1,500.00	1,500.00	1,500.00
502008-01	Repairs - Equipment	.00	.00	.00
502009-02	Mailing - Freight & Shipping	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**05 - Community Development**			
Division	**00 - -**			
Program	**110 - Zoning/Long Range Planning**			
Purchased Services				
502013-01	Leased Equipment - Copier	4,449.00	4,449.00	4,449.00
502013-04	Leased Equipment - Plotter	2,300.00	2,300.00	2,300.00
502013-11	Leased Equipment - Interest	.00	.00	.00
502013-12	Leased Equipment - Principal	.00	.00	.00
502015	Document Imaging	300.00	300.00	1,200.00
502016	Reference Library	100.00	100.00	200.00
	Purchased Services Totals	$14,549.00	$14,549.00	$10,549.00
Operating & Maintenance				
503001-02	Advertising - Jobs	500.00	500.00	.00
503001-05	Advertising - Other	500.00	500.00	500.00
503002	Dues, Memberships, Subscriptions	3,750.00	3,750.00	2,950.00
503003	Miscellaneous	1,000.00	1,000.00	2,250.00
503004	Printing	250.00	250.00	250.00
503005-01	Supplies - Office	1,500.00	1,500.00	2,000.00
503005-05	Supplies - Data Processing	.00	.00	.00
503011-03	Board Expenses - Planning Commisson	1,000.00	1,000.00	2,000.00
503013	Uniforms	.00	.00	500.00
	Operating & Maintenance Totals	$8,500.00	$8,500.00	$10,450.00
Capital				
507001-04	Cash Purchases - Office	500.00	500.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$500.00	$500.00	$0.00
	Program **110 - Zoning/Long Range Planning** Totals	$571,254.00	$571,254.00	$726,517.00
Program	**111 - Building**			
Personnel Services				
501001-01	Payroll - Regular	407,967.00	407,967.00	329,993.00
501002-01	Payroll Overtime Regular	4,500.00	4,500.00	2,250.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	5,560.00	5,560.00	4,500.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**05 - Community Development**			
Division	**00 - -**			
Program	**111 - Building**			
Personnel Services				
501003-06	Payroll Benefits - Retirement	39,120.00	39,120.00	36,145.00
501003-08	Payroll Benefits - Medicare	5,981.00	5,981.00	4,818.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	170,959.00	170,959.00	106,958.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	1,921.00	1,921.00	1,605.00
501003-14	Payroll Benefits - Vision Insurance	833.00	833.00	568.00
501003-15	Payroll Benefits - Standard - Life / AD& D	2,665.00	2,665.00	2,035.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	42.00	42.00	29.00
501003-18	Payroll Benefits - Long Term Disability	3,486.00	3,486.00	2,662.00
501003-19	Payroll Benefits - Unemployment Insurance	825.00	825.00	664.00
501003-20	Payroll Benefits - Workmans Comp	3,946.00	3,946.00	2,165.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	1,800.00	1,800.00	2,400.00
501005	Travel & Meeting Expenses	2,000.00	2,000.00	4,500.00
	Personnel Services Totals	$651,605.00	$651,605.00	$501,292.00
Purchased Services				
502003	Contract Service	64,000.00	64,000.00	58,000.00
502003-03	Contract Service - Fire Department	.00	.00	.00
502004	Telephone	900.00	900.00	1,440.00
502007-02	Maintenance Agreements - Software	6,865.00	6,865.00	7,000.00
502008-02	Repairs - Vehicles	1,000.00	1,000.00	.00
502008-03	Repairs - Radios	.00	.00	.00
502016	Reference Library	2,500.00	2,500.00	2,500.00
	Purchased Services Totals	$75,265.00	$75,265.00	$68,940.00
Operating & Maintenance				
503002	Dues, Memberships, Subscriptions	500.00	500.00	375.00
503003	Miscellaneous	2,500.00	2,500.00	1,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**05 - Community Development**			
Division	**00 - -**			
Program	**111 - Building**			
Operating & Maintenance				
503003-01	Misc-Deductibles	.00	.00	.00
503004	Printing	125.00	125.00	.00
503005-01	Supplies - Office	1,500.00	1,500.00	3,100.00
503005-09	Supplies - Tools	200.00	200.00	200.00
503008-02	Insurance - Vehicle	500.00	500.00	344.00
503009-01	Vehicle Expenses - Fuel	2,000.00	2,000.00	3,500.00
503009-02	Vehicle Expenses - Oil	.00	.00	.00
503009-03	Vehicle Expenses - Parts & Supplies	2,400.00	2,400.00	3,000.00
503009-06	Vehicle Expenses - Labor	2,000.00	2,000.00	2,500.00
503010	Contra Acct - Vehicle Labor	(2,000.00)	(2,000.00)	(2,500.00)
503013	Uniforms	.00	.00	675.00
	Operating & Maintenance Totals	$9,725.00	$9,725.00	$12,194.00
Capital				
507001-01	Cash Purchases - Vehicles	.00	.00	.00
507001-04	Cash Purchases - Office	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
	Program **111 - Building** Totals	$736,595.00	$736,595.00	$582,426.00
	Division **00 - -** Totals	$1,307,849.00	$1,307,849.00	$1,308,943.00
	Department **05 - Community Development** Totals	$1,307,849.00	$1,307,849.00	$1,308,943.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**06 - Public Safety**			
Division	**00 - -**			
Program	**103 - Administration**			
Personnel Services				
501001-01	Payroll - Regular	242,234.00	242,234.00	256,522.00
501002-01	Payroll Overtime Regular	1,000.00	1,000.00	3,000.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	2,780.00	2,780.00	3,000.00
501003-02	Payroll Benefits - Police Recreation Center	372.00	372.00	309.00
501003-05	Payroll Benefits - Police Incentive	1,200.00	1,200.00	1,200.00
501003-06	Payroll Benefits - Retirement	7,261.00	7,261.00	8,688.00
501003-07	Payroll Benefits - Police Retirement	17,057.00	17,057.00	20,060.00
501003-08	Payroll Benefits - Medicare	3,527.00	3,527.00	3,763.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	85,480.00	85,480.00	83,591.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	960.00	960.00	1,070.00
501003-14	Payroll Benefits - Vision Insurance	417.00	417.00	379.00
501003-15	Payroll Benefits - Standard - Life / AD& D	1,551.00	1,551.00	1,524.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	21.00	21.00	19.00
501003-18	Payroll Benefits - Long Term Disability	2,029.00	2,029.00	1,994.00
501003-19	Payroll Benefits - Unemployment Insurance	486.00	486.00	519.00
501003-20	Payroll Benefits - Workmans Comp	3,470.00	3,470.00	2,794.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	1,800.00	1,800.00	3,000.00
501005	Travel & Meeting Expenses	6,100.00	6,100.00	9,000.00
	Personnel Services Totals	$377,745.00	$377,745.00	$400,432.00
Purchased Services				
502004	Telephone	9,500.00	9,500.00	9,500.00
502007-01	Maintenance Agreements - Copier	700.00	700.00	700.00
502008-01	Repairs - Equipment	1,000.00	1,000.00	1,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **06 - Public Safety**				
Division **00 - -**				
Program **103 - Administration**				
Purchased Services				
502009-02	Mailing - Freight & Shipping	500.00	500.00	500.00
502013-01	Leased Equipment - Copier	2,050.00	2,050.00	2,050.00
502013-11	Leased Equipment - Interest	.00	.00	.00
502013-12	Leased Equipment - Principal	.00	.00	.00
502015	Document Imaging	.00	.00	.00
502020	Communication Services	240,000.00	240,000.00	255,000.00
502021	Professional Services	6,000.00	6,000.00	6,000.00
	Purchased Services Totals	$259,750.00	$259,750.00	$274,750.00
Operating & Maintenance				
503001-02	Advertising - Jobs	.00	.00	.00
503001-05	Advertising - Other	.00	.00	.00
503002	Dues, Memberships, Subscriptions	1,000.00	1,000.00	3,000.00
503003	Miscellaneous	1,500.00	1,500.00	1,500.00
503003-01	Misc-Deductibles	5,000.00	5,000.00	5,000.00
503004	Printing	600.00	600.00	600.00
503005-01	Supplies - Office	1,000.00	1,000.00	1,500.00
503005-05	Supplies - Data Processing	250.00	250.00	.00
503008-03	Insurance - Other	9,816.00	9,816.00	11,259.00
503013	Uniforms	750.00	750.00	750.00
	Operating & Maintenance Totals	$19,916.00	$19,916.00	$23,609.00
Donations & Grants				
504001-02	TIPS	1,200.00	1,200.00	1,200.00
	Donations & Grants Totals	$1,200.00	$1,200.00	$1,200.00
Capital				
507001-04	Cash Purchases - Office	.00	.00	.00
507001-05	Cash Purchases - Computer	.00	.00	.00
507001-12	Cash Purchases - Furniture & Fixtures	.00	.00	.00
507001-20	Cash Purchases - Other	8,000.00	8,000.00	.00
	Capital Totals	$8,000.00	$8,000.00	$0.00
	Program **103 - Administration** Totals	$666,611.00	$666,611.00	$699,991.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**06 - Public Safety**			
Division	**00 - -**			
Program	**112 - Patrol**			
Personnel Services				
501001-01	Payroll - Regular	921,768.00	921,768.00	992,802.00
501002-01	Payroll Overtime Regular	95,000.00	95,000.00	95,000.00
501002-04	Payroll Overtime- DUI Contract	.00	.00	.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	12,510.00	12,510.00	13,500.00
501003-02	Payroll Benefits - Police Recreation Center	3,346.00	3,346.00	2,781.00
501003-05	Payroll Benefits - Police Incentive	9,600.00	9,600.00	9,600.00
501003-06	Payroll Benefits - Retirement	.00	.00	.00
501003-07	Payroll Benefits - Police Retirement	98,382.00	98,382.00	114,251.00
501003-08	Payroll Benefits - Medicare	14,743.00	14,743.00	15,773.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	351,142.00	351,142.00	343,382.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	4,322.00	4,322.00	4,816.00
501003-14	Payroll Benefits - Vision Insurance	1,875.00	1,875.00	1,704.00
501003-15	Payroll Benefits - Standard - Life / AD& D	6,118.00	6,118.00	5,925.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	95.00	95.00	86.00
501003-18	Payroll Benefits - Long Term Disability	8,004.00	8,004.00	7,751.00
501003-19	Payroll Benefits - Unemployment Insurance	2,034.00	2,034.00	2,176.00
501003-20	Payroll Benefits - Workmans Comp	20,840.00	20,840.00	16,799.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	6,960.00	6,960.00	12,960.00
501005	Travel & Meeting Expenses	10,145.00	10,145.00	10,290.00
	Personnel Services Totals	$1,566,884.00	$1,566,884.00	$1,649,596.00
Purchased Services				
502003	Contract Service	.00	.00	.00
502003-07	Contract Service - Roaring Fork Regional	8,000.00	8,000.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**06 - Public Safety**			
Division	**00 - -**			
Program	**112 - Patrol**			
Purchased Services				
502003-13	Contract Service - Grants	30,000.00	30,000.00	30,000.00
502008-01	Repairs - Equipment	2,300.00	2,300.00	2,300.00
502008-02	Repairs - Vehicles	.00	.00	.00
502008-03	Repairs - Radios	.00	.00	1,000.00
502021	Professional Services	2,500.00	2,500.00	2,500.00
502022	Lab Work	500.00	500.00	500.00
	Purchased Services Totals	$43,300.00	$43,300.00	$36,300.00
Operating & Maintenance				
503003-01	Misc-Deductibles	.00	.00	5,000.00
503005-07	Supplies - Crime/Animal Education	300.00	300.00	300.00
503005-08	Supplies - Lab	500.00	500.00	500.00
503006	Equipment	4,500.00	4,500.00	6,000.00
503006-01	Grants-Police Equipment RFR/Post	3,500.00	3,500.00	8,000.00
503008-02	Insurance - Vehicle	2,245.00	2,245.00	2,311.00
503009-01	Vehicle Expenses - Fuel	26,390.00	26,390.00	18,500.00
503009-02	Vehicle Expenses - Oil	.00	.00	.00
503009-03	Vehicle Expenses - Parts & Supplies	21,000.00	21,000.00	22,500.00
503009-04	Vehicle Expenses - Equipment	3,000.00	3,000.00	3,500.00
503009-06	Vehicle Expenses - Labor	15,000.00	15,000.00	16,000.00
503010	Contra Acct - Vehicle Labor	(15,000.00)	(15,000.00)	(16,000.00)
503013	Uniforms	4,185.00	4,185.00	8,420.00
	Operating & Maintenance Totals	$65,620.00	$65,620.00	$75,031.00
Capital				
507001-01	Cash Purchases - Vehicles	.00	.00	.00
507001-02	Cash Purchases - Mobile Equipment	.00	.00	.00
507001-03	Cash Purchases - Equipment	41,850.00	41,850.00	18,600.00
507001-04	Cash Purchases - Office	.00	.00	.00
507001-05	Cash Purchases - Computer	.00	.00	.00
507001-12	Cash Purchases - Furniture & Fixtures	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**06 - Public Safety**			
Division	**00 - -**			
Program	**112 - Patrol**			
Capital				
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$41,850.00	$41,850.00	$18,600.00
	Program **112 - Patrol** Totals	$1,717,654.00	$1,717,654.00	$1,779,527.00
Program	**113 - Code Enforcement**			
Personnel Services				
501001-01	Payroll - Regular	157,075.00	157,075.00	163,784.00
501002-01	Payroll Overtime Regular	10,000.00	10,000.00	12,000.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	2,780.00	2,780.00	3,000.00
501003-02	Payroll Benefits - Police Recreation Center	744.00	744.00	618.00
501003-06	Payroll Benefits - Retirement	15,146.00	15,146.00	17,387.00
501003-08	Payroll Benefits - Medicare	2,423.00	2,423.00	2,549.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	70,842.00	70,842.00	69,242.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	960.00	960.00	1,070.00
501003-14	Payroll Benefits - Vision Insurance	417.00	417.00	379.00
501003-15	Payroll Benefits - Standard - Life / AD& D	1,032.00	1,032.00	979.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	21.00	21.00	19.00
501003-18	Payroll Benefits - Long Term Disability	1,350.00	1,350.00	1,280.00
501003-19	Payroll Benefits - Unemployment Insurance	334.00	334.00	352.00
501003-20	Payroll Benefits - Workmans Comp	1,612.00	1,612.00	1,090.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	1,500.00	1,500.00	2,500.00
501005	Travel & Meeting Expenses	2,550.00	2,550.00	3,500.00
	Personnel Services Totals	$268,786.00	$268,786.00	$279,749.00
Purchased Services				
502003	Contract Service	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**06 - Public Safety**			
Division	**00 - -**			
Program	**113 - Code Enforcement**			
Purchased Services				
502003-11	Contract Service - Aspen Animal Shelter	1,000.00	1,000.00	1,000.00
502007-02	Maintenance Agreements - Software	1,000.00	1,000.00	6,870.00
502008-01	Repairs - Equipment	450.00	450.00	450.00
502008-02	Repairs - Vehicles	.00	.00	.00
502008-03	Repairs - Radios	.00	.00	.00
502010-03	Utilities - Electric	.00	.00	.00
502021	Professional Services	1,500.00	1,500.00	1,500.00
	Purchased Services Totals	$3,950.00	$3,950.00	$9,820.00
Operating & Maintenance				
503003-01	Misc-Deductibles	.00	.00	1,000.00
503004	Printing	600.00	600.00	600.00
503005-07	Supplies - Crime/Animal Education	1,000.00	1,000.00	2,500.00
503005-09	Supplies - Tools	100.00	100.00	100.00
503005-10	Supplies - Animal Shelter	.00	.00	.00
503005-28	Supplies - Parking	12,500.00	12,500.00	.00
503006	Equipment	1,000.00	1,000.00	2,700.00
503008-02	Insurance - Vehicle	196.00	196.00	179.00
503009-01	Vehicle Expenses - Fuel	4,535.00	4,535.00	4,000.00
503009-02	Vehicle Expenses - Oil	.00	.00	.00
503009-03	Vehicle Expenses - Parts & Supplies	3,000.00	3,000.00	3,500.00
503009-04	Vehicle Expenses - Equipment	500.00	500.00	1,000.00
503009-06	Vehicle Expenses - Labor	2,500.00	2,500.00	3,000.00
503010	Contra Acct - Vehicle Labor	(2,500.00)	(2,500.00)	(3,000.00)
503013	Uniforms	1,550.00	1,550.00	1,550.00
503014	License Tags	100.00	100.00	100.00
	Operating & Maintenance Totals	$25,081.00	$25,081.00	$17,229.00
Capital				
507001-01	Cash Purchases - Vehicles	.00	.00	.00
507001-02	Cash Purchases - Mobile Equipment	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **06 - Public Safety**				
Division **00 - -**				
Program **113 - Code Enforcement**				
Capital				
507001-03	Cash Purchases - Equipment	.00	.00	.00
507001-20	Cash Purchases - Other	800.00	800.00	.00
	Capital Totals	$800.00	$800.00	$0.00
	Program **113 - Code Enforcement** Totals	$298,617.00	$298,617.00	$306,798.00
	Division **00 - -** Totals	$2,682,882.00	$2,682,882.00	$2,786,316.00
	Department **06 - Public Safety** Totals	$2,682,882.00	$2,682,882.00	$2,786,316.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**07 - Transportation**			
Division	**00 - -**			
Program	**103 - Administration**			
Personnel Services				
501001-01	Payroll - Regular	155,893.00	155,893.00	264,600.00
501002-01	Payroll Overtime Regular	1,000.00	1,000.00	1,000.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	3,238.00	3,238.00	4,772.00
501003-06	Payroll Benefits - Retirement	14,716.00	14,716.00	28,267.00
501003-08	Payroll Benefits - Medicare	2,212.00	2,212.00	3,913.00
501003-09	Payroll Benefits - Fica	330.00	330.00	.00
501003-10	Payroll Benefits - Health Insurance	71,191.00	71,191.00	109,547.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	1,937.00	1,937.00	3,145.00
501003-13	Payroll Benefits - Dental Insurance	974.00	974.00	1,702.00
501003-14	Payroll Benefits - Vision Insurance	423.00	423.00	602.00
501003-15	Payroll Benefits - Standard - Life / AD& D	1,002.00	1,002.00	1,591.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	21.00	21.00	31.00
501003-18	Payroll Benefits - Long Term Disability	1,311.00	1,311.00	2,081.00
501003-19	Payroll Benefits - Unemployment Insurance	314.00	314.00	531.00
501003-20	Payroll Benefits - Workmans Comp	3,778.00	3,778.00	4,955.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	2,600.00	2,600.00	2,600.00
501005	Travel & Meeting Expenses	3,900.00	3,900.00	4,800.00
	Personnel Services Totals	$264,840.00	$264,840.00	$434,137.00
Purchased Services				
502003	Contract Service	14,969.00	14,969.00	30,761.00
502004	Telephone	420.00	420.00	600.00
502007-01	Maintenance Agreements - Copier	1,410.00	1,410.00	1,350.00
502008-01	Repairs - Equipment	500.00	500.00	500.00
502009-02	Mailing - Freight & Shipping	55.00	55.00	63.00
502010	Utilities	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**07 - Transportation**			
Division	**00 - -**			
Program	**103 - Administration**			
Purchased Services				
502010-01	Utilities - Water & Sanitation	.00	.00	.00
502010-02	Utilities - Gas	.00	.00	.00
502010-03	Utilities - Electric	1,492.00	1,492.00	1,492.00
502010-04	Utilities - Trash	.00	.00	.00
502010-05	Utilities - Security	.00	.00	.00
502013-01	Leased Equipment - Copier	1,560.00	1,560.00	1,500.00
502013-11	Leased Equipment - Interest	.00	.00	.00
502013-12	Leased Equipment - Principal	.00	.00	.00
502021	Professional Services	7,000.00	7,000.00	10,000.00
	Purchased Services Totals	$27,406.00	$27,406.00	$46,266.00
Operating & Maintenance				
503002	Dues, Memberships, Subscriptions	7,383.00	7,383.00	7,387.00
503003	Miscellaneous	1,000.00	1,000.00	1,000.00
503005-01	Supplies - Office	4,290.00	4,290.00	4,290.00
503005-04	Supplies - Coffee	1,690.00	1,690.00	1,920.00
503005-05	Supplies - Data Processing	.00	.00	.00
503006	Equipment	3,300.00	3,300.00	3,400.00
503007-01	Building Lease Payments - Rent	52,532.00	52,532.00	55,597.00
503007-02	Building Lease Payments - CAMS	16,264.00	16,264.00	19,443.00
503007-05	Building Lease Payments - Miscellaneous	.00	.00	.00
503007-11	Building Lease Payments - Rent Interest	.00	.00	.00
503007-12	Building Lease Payments - Rent principal	.00	.00	.00
503013	Uniforms	.00	.00	.00
503015	Furniture	700.00	700.00	1,000.00
	Operating & Maintenance Totals	$87,159.00	$87,159.00	$94,037.00
Capital				
507001-01	Cash Purchases - Vehicles	.00	.00	.00
507001-02	Cash Purchases - Mobile Equipment	.00	.00	.00
507001-03	Cash Purchases - Equipment	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**07 - Transportation**			
Division	**00 - -**			
Program	**103 - Administration**			
Capital				
507001-04	Cash Purchases - Office	.00	.00	.00
507001-05	Cash Purchases - Computer	.00	.00	.00
507001-12	Cash Purchases - Furniture & Fixtures	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
Program	**103 - Administration** Totals	$379,405.00	$379,405.00	$574,440.00
Program	**115 - Bus Program**			
Personnel Services				
501001-01	Payroll - Regular	1,900,765.00	1,900,765.00	2,217,865.00
501001-03	Payroll - Specials/Billed	.00	.00	.00
501001-04	Payroll - Specials/Donated	.00	.00	.00
501002-01	Payroll Overtime Regular	83,559.00	83,559.00	100,000.00
501002-02	Payroll Overtime - Specials Donated	.00	.00	.00
501002-03	Payroll Overtime - Specials	.00	.00	.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	62,824.00	62,824.00	68,929.00
501003-06	Payroll Benefits - Retirement	130,858.00	130,858.00	160,654.00
501003-08	Payroll Benefits - Medicare	20,756.00	20,756.00	29,456.00
501003-09	Payroll Benefits - Fica	48,809.00	48,809.00	59,493.00
501003-10	Payroll Benefits - Health Insurance	695,780.00	695,780.00	682,662.00
501003-11	Payroll Benefits - Seasonal Health Insurance	62,422.00	62,422.00	72,354.00
501003-12	Payroll Benefits - Health Reimbursement	136,717.00	136,717.00	129,383.00
501003-13	Payroll Benefits - Dental Insurance	12,067.00	12,067.00	13,688.00
501003-14	Payroll Benefits - Vision Insurance	5,234.00	5,234.00	4,844.00
501003-15	Payroll Benefits - Standard - Life / AD& D	10,843.00	10,843.00	10,901.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	265.00	265.00	246.00
501003-18	Payroll Benefits - Long Term Disability	15,086.00	15,086.00	15,475.00
501003-19	Payroll Benefits - Unemployment Insurance	4,139.00	4,139.00	4,763.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**07 - Transportation**			
Division	**00 - -**			
Program	**115 - Bus Program**			
Personnel Services				
501003-20	Payroll Benefits - Workmans Comp	49,833.00	49,833.00	44,425.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	10,400.00	10,400.00	8,200.00
501005	Travel & Meeting Expenses	9,900.00	9,900.00	9,600.00
501006	RFTA Bus Pass Employee	5,900.00	5,900.00	5,900.00
	Personnel Services Totals	$3,266,157.00	$3,266,157.00	$3,638,838.00
Purchased Services				
502003	Contract Service	8,650.00	8,650.00	4,316.00
502003-08	Contract Service - Transportation	52,816.00	52,816.00	45,000.00
502004	Telephone	2,400.00	2,400.00	2,400.00
502006-01	Building Maintenance - General	25,250.00	25,250.00	30,000.00
502008-01	Repairs - Equipment	3,000.00	3,000.00	3,000.00
502008-02	Repairs - Vehicles	12,000.00	12,000.00	12,000.00
502008-03	Repairs - Radios	4,500.00	4,500.00	6,500.00
502009-02	Mailing - Freight & Shipping	.00	.00	.00
502010	Utilities	.00	.00	.00
502010-01	Utilities - Water & Sanitation	1,260.00	1,260.00	1,742.00
502010-02	Utilities - Gas	1,740.00	1,740.00	2,962.00
502010-03	Utilities - Electric	2,652.00	2,652.00	2,652.00
502010-04	Utilities - Trash	.00	.00	.00
502010-05	Utilities - Security	372.00	372.00	372.00
502021	Professional Services	19,040.00	19,040.00	26,100.00
	Purchased Services Totals	$133,680.00	$133,680.00	$137,044.00
Operating & Maintenance				
503001-02	Advertising - Jobs	.00	.00	.00
503001-05	Advertising - Other	700.00	700.00	6,000.00
503002	Dues, Memberships, Subscriptions	.00	.00	.00
503003	Miscellaneous	4,975.00	4,975.00	5,875.00
503003-01	Misc-Deductibles	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**07 - Transportation**			
Division	**00 - -**			
Program	**115 - Bus Program**			
Operating & Maintenance				
503004	Printing	4,830.00	4,830.00	6,450.00
503005-01	Supplies - Office	.00	.00	.00
503005-03	Supplies - Cleaning	5,550.00	5,550.00	5,550.00
503005-12	Supplies - Landscaping	.00	.00	.00
503006	Equipment	4,370.00	4,370.00	4,170.00
503008-02	Insurance - Vehicle	39,310.00	39,310.00	34,848.00
503009-01	Vehicle Expenses - Fuel	340,000.00	260,000.00	252,000.00
503009-02	Vehicle Expenses - Oil	.00	.00	.00
503009-03	Vehicle Expenses - Parts & Supplies	130,000.00	130,000.00	94,500.00
503009-04	Vehicle Expenses - Equipment	7,713.00	7,713.00	8,500.00
503009-05	Vehicle Expenses - Repairs Labor	.00	.00	.00
503009-06	Vehicle Expenses - Labor	150,000.00	150,000.00	115,500.00
503010	Contra Acct - Vehicle Labor	(150,000.00)	(150,000.00)	(115,500.00)
503013	Uniforms	10,940.00	10,940.00	12,780.00
503016	Signs	1,250.00	1,250.00	3,000.00
	Operating & Maintenance Totals	$549,638.00	$469,638.00	$433,673.00
Capital				
507001-01	Cash Purchases - Vehicles	.00	.00	.00
507001-02	Cash Purchases - Mobile Equipment	.00	.00	.00
507001-03	Cash Purchases - Equipment	.00	.00	10,500.00
507001-04	Cash Purchases - Office	.00	.00	.00
507001-05	Cash Purchases - Computer	.00	.00	.00
507001-12	Cash Purchases - Furniture & Fixtures	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$10,500.00
	Program **115 - Bus Program** Totals	$3,949,475.00	$3,869,475.00	$4,220,055.00
Program	**116 - Parking Program**			
Personnel Services				
501001-01	Payroll - Regular	219,346.00	219,346.00	242,061.00
501002-01	Payroll Overtime Regular	4,000.00	4,000.00	4,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**07 - Transportation**			
Division	**00 - -**			
Program	**116 - Parking Program**			
Personnel Services				
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	5,432.00	5,432.00	5,138.00
501003-06	Payroll Benefits - Retirement	19,621.00	19,621.00	24,577.00
501003-08	Payroll Benefits - Medicare	2,988.00	2,988.00	3,642.00
501003-09	Payroll Benefits - Fica	1,319.00	1,319.00	918.00
501003-10	Payroll Benefits - Health Insurance	94,919.00	94,919.00	95,245.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	2,582.00	2,582.00	2,734.00
501003-13	Payroll Benefits - Dental Insurance	1,299.00	1,299.00	1,480.00
501003-14	Payroll Benefits - Vision Insurance	564.00	564.00	524.00
501003-15	Payroll Benefits - Standard - Life / AD& D	1,336.00	1,336.00	1,383.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	29.00	29.00	27.00
501003-18	Payroll Benefits - Long Term Disability	1,748.00	1,748.00	1,810.00
501003-19	Payroll Benefits - Unemployment Insurance	447.00	447.00	492.00
501003-20	Payroll Benefits - Workmans Comp	5,378.00	5,378.00	4,590.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	1,000.00	1,000.00	1,500.00
501005	Travel & Meeting Expenses	3,000.00	3,000.00	4,000.00
	Personnel Services Totals	$365,008.00	$365,008.00	$394,121.00
Purchased Services				
502003	Contract Service	49,376.00	49,376.00	47,188.00
502004	Telephone	420.00	420.00	1,200.00
502009-02	Mailing - Freight & Shipping	2,008.00	2,008.00	2,300.00
502021	Professional Services	10,000.00	10,000.00	10,000.00
	Purchased Services Totals	$61,804.00	$61,804.00	$60,688.00
Operating & Maintenance				
503001-05	Advertising - Other	.00	.00	.00
503003	Miscellaneous	2,000.00	2,000.00	2,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**07 - Transportation**			
Division	**00 - -**			
Program	**116 - Parking Program**			
Operating & Maintenance				
503005-01	Supplies - Office	500.00	500.00	500.00
503005-28	Supplies - Parking	1,710.00	1,710.00	15,370.00
503008-02	Insurance - Vehicle	200.00	200.00	200.00
503009-01	Vehicle Expenses - Fuel	1,200.00	1,200.00	1,275.00
503009-03	Vehicle Expenses - Parts & Supplies	425.00	425.00	525.00
503009-04	Vehicle Expenses - Equipment	1,170.00	1,170.00	1,200.00
503009-06	Vehicle Expenses - Labor	473.00	473.00	525.00
503010	Contra Acct - Vehicle Labor	(473.00)	(473.00)	(525.00)
503013	Uniforms	1,300.00	1,300.00	1,300.00
503015	Furniture	250.00	250.00	.00
503016	Signs	1,650.00	1,650.00	2,400.00
	Operating & Maintenance Totals	$10,405.00	$10,405.00	$24,770.00
Capital				
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
	Program **116 - Parking Program** Totals	$437,217.00	$437,217.00	$479,579.00
Program	**117 - Parcel C**			
Personnel Services				
501001-01	Payroll - Regular	284,638.00	284,638.00	254,529.00
501002-01	Payroll Overtime Regular	5,000.00	5,000.00	5,000.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	6,345.00	6,345.00	5,162.00
501003-06	Payroll Benefits - Retirement	16,100.00	16,100.00	17,536.00
501003-08	Payroll Benefits - Medicare	2,477.00	2,477.00	2,763.00
501003-09	Payroll Benefits - Fica	2,573.00	2,573.00	2,045.00
501003-10	Payroll Benefits - Health Insurance	77,887.00	77,887.00	67,957.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	2,119.00	2,119.00	1,951.00
501003-13	Payroll Benefits - Dental Insurance	1,066.00	1,066.00	1,056.00
501003-14	Payroll Benefits - Vision Insurance	462.00	462.00	374.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**07 - Transportation**			
Division	**00 - -**			
Program	**117 - Parcel C**			
Personnel Services				
501003-15	Payroll Benefits - Standard - Life / AD& D	1,097.00	1,097.00	987.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	23.00	23.00	19.00
501003-18	Payroll Benefits - Long Term Disability	1,435.00	1,435.00	1,291.00
501003-19	Payroll Benefits - Unemployment Insurance	409.00	409.00	392.00
501003-20	Payroll Benefits - Workmans Comp	4,924.00	4,924.00	3,654.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
	Personnel Services Totals	$406,555.00	$406,555.00	$364,716.00
Purchased Services				
502003	Contract Service	17,910.00	17,910.00	18,834.00
502004	Telephone	420.00	420.00	600.00
502006-01	Building Maintenance - General	8,450.00	8,450.00	8,950.00
502008-01	Repairs - Equipment	2,200.00	2,200.00	4,200.00
502009-02	Mailing - Freight & Shipping	25.00	25.00	.00
502010	Utilities	.00	.00	.00
502010-01	Utilities - Water & Sanitation	8,872.00	8,872.00	9,316.00
502010-02	Utilities - Gas	53,483.00	53,483.00	61,753.00
502010-03	Utilities - Electric	3,859.00	3,859.00	3,816.00
502010-04	Utilities - Trash	.00	.00	.00
502010-05	Utilities - Security	610.00	610.00	610.00
	Purchased Services Totals	$95,829.00	$95,829.00	$108,079.00
Operating & Maintenance				
503003	Miscellaneous	84.00	84.00	100.00
503005-02	Supplies - Building	6,750.00	6,750.00	6,750.00
503005-03	Supplies - Cleaning	15,950.00	15,950.00	16,300.00
503005-09	Supplies - Tools	500.00	500.00	1,000.00
503005-12	Supplies - Landscaping	1,600.00	1,600.00	1,600.00
503006	Equipment	2,800.00	2,800.00	2,750.00
503007-02	Building Lease Payments - CAMS	2,124.00	2,124.00	2,232.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **07 - Transportation**				
Division **00 - -**				
Program **117 - Parcel C**				
Operating & Maintenance				
503008-03	Insurance - Other	8,298.00	8,298.00	8,713.00
503013	Uniforms	3,000.00	3,000.00	3,000.00
503016	Signs	250.00	250.00	500.00
	Operating & Maintenance Totals	$41,356.00	$41,356.00	$42,945.00
Capital				
507001-20	Cash Purchases - Other	7,000.00	7,000.00	12,000.00
	Capital Totals	$7,000.00	$7,000.00	$12,000.00
	Program **117 - Parcel C** Totals	$550,740.00	$550,740.00	$527,740.00
	Division **00 - -** Totals	$5,316,837.00	$5,236,837.00	$5,801,814.00
	Department **07 - Transportation** Totals	$5,316,837.00	$5,236,837.00	$5,801,814.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**08 - Parks & Recreation**			
Division	**00 - -**			
Program	**129 - Parks & Trails**			
Personnel Services				
501001-01	Payroll - Regular	219,074.00	219,074.00	245,605.00
501001-02	Payroll - Seasonal	131,509.00	131,509.00	140,977.00
501002-01	Payroll Overtime Regular	2,500.00	2,500.00	2,500.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	12,510.00	12,510.00	13,500.00
501003-06	Payroll Benefits - Retirement	21,390.00	21,390.00	26,436.00
501003-08	Payroll Benefits - Medicare	3,213.00	3,213.00	3,598.00
501003-09	Payroll Benefits - Fica	10,060.00	10,060.00	10,785.00
501003-10	Payroll Benefits - Health Insurance	105,344.00	105,344.00	66,065.00
501003-11	Payroll Benefits - Seasonal Health Insurance	5,350.00	5,350.00	5,107.00
501003-12	Payroll Benefits - Health Reimbursement	34,562.00	34,562.00	38,688.00
501003-13	Payroll Benefits - Dental Insurance	1,201.00	1,201.00	1,338.00
501003-14	Payroll Benefits - Vision Insurance	521.00	521.00	473.00
501003-15	Payroll Benefits - Standard - Life / AD& D	1,729.00	1,729.00	1,736.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	42.00	42.00	42.00
501003-18	Payroll Benefits - Long Term Disability	2,284.00	2,284.00	2,314.00
501003-19	Payroll Benefits - Unemployment Insurance	706.00	706.00	778.00
501003-20	Payroll Benefits - Workmans Comp	5,695.00	5,695.00	4,820.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	2,000.00	2,000.00	2,000.00
501005	Travel & Meeting Expenses	1,000.00	1,000.00	1,000.00
	Personnel Services Totals	$560,690.00	$560,690.00	$567,762.00
Purchased Services				
502003	Contract Service	192,000.00	192,000.00	197,000.00
502003-12	Contract Service - Summer Mtn Trails-West side	.00	.00	.00
502004	Telephone	1,620.00	1,620.00	1,620.00
502008-02	Repairs - Vehicles	.00	.00	.00
502009-02	Mailing - Freight & Shipping	.00	.00	.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**08 - Parks & Recreation**			
Division	**00 - -**			
Program	**129 - Parks & Trails**			
Purchased Services				
502010	Utilities	.00	.00	.00
502010-01	Utilities - Water & Sanitation	22,000.00	22,000.00	22,000.00
502010-02	Utilities - Gas	.00	.00	.00
502010-03	Utilities - Electric	2,500.00	2,500.00	2,500.00
502010-04	Utilities - Trash	.00	.00	.00
502010-05	Utilities - Security	.00	.00	.00
502013	Leased Equipment	.00	.00	.00
502024	Weed Control	30,000.00	30,000.00	30,000.00
	Purchased Services Totals	$248,120.00	$248,120.00	$253,120.00
Operating & Maintenance				
503001-02	Advertising - Jobs	.00	.00	.00
503001-05	Advertising - Other	.00	.00	.00
503002	Dues, Memberships, Subscriptions	.00	.00	.00
503003	Miscellaneous	.00	.00	.00
503003-01	Misc-Deductibles	.00	.00	.00
503004	Printing	5,000.00	5,000.00	5,000.00
503005-01	Supplies - Office	.00	.00	.00
503005-02	Supplies - Building	.00	.00	.00
503005-09	Supplies - Tools	5,000.00	5,000.00	5,000.00
503005-12	Supplies - Landscaping	22,000.00	22,000.00	22,000.00
503005-31	Supplies - Ice Rink	.00	.00	.00
503008-02	Insurance - Vehicle	595.00	595.00	595.00
503009-01	Vehicle Expenses - Fuel	7,882.00	7,882.00	7,000.00
503009-02	Vehicle Expenses - Oil	.00	.00	.00
503009-03	Vehicle Expenses - Parts & Supplies	6,441.00	6,441.00	7,000.00
503009-04	Vehicle Expenses - Equipment	.00	.00	.00
503009-06	Vehicle Expenses - Labor	10,000.00	10,000.00	10,500.00
503010	Contra Acct - Vehicle Labor	(10,000.00)	(10,000.00)	(10,500.00)
503013	Uniforms	3,000.00	3,000.00	3,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **08 - Parks & Recreation**				
Division **00 - -**				
Program **129 - Parks & Trails**				
Operating & Maintenance				
503020	Paving/Raw Materials	.00	.00	20,000.00
	Operating & Maintenance Totals	$49,918.00	$49,918.00	$69,595.00
Capital				
507001-01	Cash Purchases - Vehicles	.00	.00	7,000.00
507001-02	Cash Purchases - Mobile Equipment	.00	.00	.00
507001-03	Cash Purchases - Equipment	.00	.00	.00
507001-06	Cash Purchases - Land Improvements	10,000.00	10,000.00	10,000.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$10,000.00	$10,000.00	$17,000.00
	Program **129 - Parks & Trails** Totals	$868,728.00	$868,728.00	$907,477.00
Program **130 - Rodeo**				
Purchased Services				
502010-03	Utilities - Electric	2,000.00	2,000.00	2,000.00
	Purchased Services Totals	$2,000.00	$2,000.00	$2,000.00
Operating & Maintenance				
503023	Grounds Maintenance	.00	.00	.00
	Operating & Maintenance Totals	$0.00	$0.00	$0.00
	Program **130 - Rodeo** Totals	$2,000.00	$2,000.00	$2,000.00
Program **131 - Recreation Program**				
Personnel Services				
501001-01	Payroll - Regular	172,267.00	172,267.00	184,323.00
501001-02	Payroll - Seasonal	175,150.00	175,150.00	132,069.00
501001-10	Payroll - Other	13,320.00	13,320.00	13,998.00
501002-01	Payroll Overtime Regular	1,200.00	1,200.00	1,200.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	33,360.00	33,360.00	16,500.00
501003-06	Payroll Benefits - Retirement	17,227.00	17,227.00	20,276.00
501003-08	Payroll Benefits - Medicare	2,515.00	2,515.00	2,690.00
501003-09	Payroll Benefits - Fica	14,418.00	14,418.00	11,174.00
501003-10	Payroll Benefits - Health Insurance	47,721.00	47,721.00	46,733.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**08 - Parks & Recreation**			
Division	**00 - -**			
Program	**131 - Recreation Program**			
Personnel Services				
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	960.00	960.00	1,070.00
501003-14	Payroll Benefits - Vision Insurance	417.00	417.00	379.00
501003-15	Payroll Benefits - Standard - Life / AD& D	1,173.00	1,173.00	1,141.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	21.00	21.00	19.00
501003-18	Payroll Benefits - Long Term Disability	1,535.00	1,535.00	1,493.00
501003-19	Payroll Benefits - Unemployment Insurance	724.00	724.00	663.00
501003-20	Payroll Benefits - Workmans Comp	2,513.00	2,513.00	1,641.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	1,500.00	1,500.00	1,500.00
501005	Travel & Meeting Expenses	1,000.00	1,000.00	1,000.00
	Personnel Services Totals	$487,021.00	$487,021.00	$437,869.00
Purchased Services				
502002	Consultant	.00	.00	.00
502003	Contract Service	2,500.00	2,500.00	2,500.00
502008-01	Repairs - Equipment	.00	.00	.00
502013	Leased Equipment	.00	.00	.00
502027	Contract Labor	22,000.00	22,000.00	22,000.00
	Purchased Services Totals	$24,500.00	$24,500.00	$24,500.00
Operating & Maintenance				
503001-02	Advertising - Jobs	.00	.00	.00
503001-05	Advertising - Other	5,500.00	5,500.00	5,500.00
503003	Miscellaneous	515.00	515.00	515.00
503005-02	Supplies - Building	5,000.00	5,000.00	5,000.00
503005-12	Supplies - Landscaping	515.00	515.00	515.00
503005-15	Supplies - Youth Programs	8,750.00	8,750.00	10,000.00
503005-16	Supplies - Adult Programs	3,500.00	3,500.00	5,000.00
503005-17	Supplies - Special Events	3,000.00	3,000.00	3,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**08 - Parks & Recreation**			
Division	**00 - -**			
Program	**131 - Recreation Program**			
Operating & Maintenance				
503005-31	Supplies - Ice Rink	10,000.00	10,000.00	10,000.00
503006	Equipment	2,150.00	2,150.00	2,150.00
	Operating & Maintenance Totals	$38,930.00	$38,930.00	$41,680.00
Capital				
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
	Program **131 - Recreation Program** Totals	$550,451.00	$550,451.00	$504,049.00
Program	**132 - Recreation Center**			
Personnel Services				
501001-01	Payroll - Regular	341,750.00	341,750.00	374,287.00
501001-02	Payroll - Seasonal	236,270.00	236,270.00	230,258.00
501001-10	Payroll - Other	64,377.00	64,377.00	67,480.00
501002-01	Payroll Overtime Regular	2,500.00	2,500.00	2,500.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	36,140.00	36,140.00	46,500.00
501003-06	Payroll Benefits - Retirement	34,175.00	34,175.00	41,172.00
501003-08	Payroll Benefits - Medicare	4,992.00	4,992.00	5,463.00
501003-09	Payroll Benefits - Fica	22,999.00	22,999.00	22,777.00
501003-10	Payroll Benefits - Health Insurance	170,959.00	170,959.00	189,692.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	1,921.00	1,921.00	2,141.00
501003-14	Payroll Benefits - Vision Insurance	833.00	833.00	757.00
501003-15	Payroll Benefits - Standard - Life / AD& D	2,328.00	2,328.00	2,271.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	42.00	42.00	38.00
501003-18	Payroll Benefits - Long Term Disability	3,045.00	3,045.00	2,971.00
501003-19	Payroll Benefits - Unemployment Insurance	1,290.00	1,290.00	1,349.00
501003-20	Payroll Benefits - Workmans Comp	4,478.00	4,478.00	3,339.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**08 - Parks & Recreation**			
Division	**00 - -**			
Program	**132 - Recreation Center**			
Personnel Services				
501004	Training/ Registrations	3,000.00	3,000.00	3,000.00
501005	Travel & Meeting Expenses	2,500.00	2,500.00	2,500.00
	Personnel Services Totals	$933,599.00	$933,599.00	$998,495.00
Purchased Services				
502002	Consultant	.00	.00	.00
502002-02	Consultant - Engineering	.00	.00	.00
502003	Contract Service	33,000.00	33,000.00	38,000.00
502004	Telephone	2,100.00	2,100.00	2,011.00
502007-01	Maintenance Agreements - Copier	1,278.00	1,278.00	1,278.00
502007-02	Maintenance Agreements - Software	.00	.00	.00
502008-01	Repairs - Equipment	.00	.00	.00
502008-02	Repairs - Vehicles	.00	.00	.00
502009-02	Mailing - Freight & Shipping	.00	.00	.00
502010	Utilities	.00	.00	.00
502010-01	Utilities - Water & Sanitation	.00	.00	.00
502010-02	Utilities - Gas	.00	.00	.00
502010-03	Utilities - Electric	.00	.00	.00
502010-04	Utilities - Trash	.00	.00	.00
502010-05	Utilities - Security	.00	.00	.00
502013	Leased Equipment	.00	.00	.00
502013-01	Leased Equipment - Copier	1,722.00	1,722.00	1,722.00
502013-11	Leased Equipment - Interest	.00	.00	.00
502013-12	Leased Equipment - Principal	.00	.00	.00
502027	Contract Labor	15,000.00	15,000.00	15,000.00
502028	Bank/Trustee Fees	20,000.00	22,000.00	22,000.00
	Purchased Services Totals	$73,100.00	$75,100.00	$80,011.00
Operating & Maintenance				
503001-02	Advertising - Jobs	.00	.00	.00
503001-05	Advertising - Other	10,500.00	10,500.00	10,500.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**08 - Parks & Recreation**			
Division	**00 - -**			
Program	**132 - Recreation Center**			
Operating & Maintenance				
503002	Dues, Memberships, Subscriptions	.00	.00	.00
503003	Miscellaneous	.00	.00	.00
503003-01	Misc-Deductibles	.00	.00	.00
503004	Printing	3,100.00	3,100.00	3,100.00
503005-01	Supplies - Office	3,000.00	3,000.00	3,000.00
503005-02	Supplies - Building	.00	.00	.00
503005-03	Supplies - Cleaning	.00	.00	.00
503005-09	Supplies - Tools	.00	.00	.00
503005-15	Supplies - Youth Programs	.00	.00	.00
503005-16	Supplies - Adult Programs	.00	.00	.00
503005-17	Supplies - Special Events	1,000.00	1,000.00	1,000.00
503005-18	Supplies - Pool	33,615.00	33,615.00	33,615.00
503005-19	Supplies - Fitness Center	16,163.00	16,163.00	16,163.00
503005-20	Supplies - Concession	25,000.00	25,000.00	25,000.00
503005-32	Supplies - Recreation Center	17,700.00	17,700.00	17,700.00
503008-01	Insurance - Building	20,569.00	26,424.00	26,424.00
503008-02	Insurance - Vehicle	95.00	84.00	84.00
503009-01	Vehicle Expenses - Fuel	697.00	697.00	1,000.00
503009-02	Vehicle Expenses - Oil	.00	.00	.00
503009-03	Vehicle Expenses - Parts & Supplies	2,400.00	2,400.00	3,000.00
503009-04	Vehicle Expenses - Equipment	.00	.00	.00
503009-06	Vehicle Expenses - Labor	2,500.00	2,500.00	3,000.00
503010	Contra Acct - Vehicle Labor	(2,500.00)	(2,500.00)	(3,000.00)
503013	Uniforms	4,000.00	4,000.00	4,000.00
	Operating & Maintenance Totals	$137,839.00	$143,683.00	$144,586.00
Capital				
507001-01	Cash Purchases - Vehicles	.00	.00	.00
507001-02	Cash Purchases - Mobile Equipment	.00	.00	.00
507001-03	Cash Purchases - Equipment	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**08 - Parks & Recreation**			
Division	**00 - -**			
Program	**132 - Recreation Center**			
Capital				
507001-06	Cash Purchases - Land Improvements	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
Program	**132 - Recreation Center** Totals	$1,144,538.00	$1,152,382.00	$1,223,092.00
Division	**00 - -** Totals	$2,565,717.00	$2,573,561.00	$2,636,618.00
Department	**08 - Parks & Recreation** Totals	$2,565,717.00	$2,573,561.00	$2,636,618.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**00 - -**			
Program	**103 - Administration**			
Personnel Services				
501001-01	Payroll - Regular	454,868.00	454,868.00	486,571.00
501002-01	Payroll Overtime Regular	280.00	280.00	280.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	5,560.00	5,560.00	6,000.00
501003-06	Payroll Benefits - Retirement	43,893.00	43,893.00	52,382.00
501003-08	Payroll Benefits - Medicare	6,600.00	6,600.00	7,059.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	246,476.00	246,476.00	204,041.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	1,921.00	1,921.00	2,141.00
501003-14	Payroll Benefits - Vision Insurance	833.00	833.00	757.00
501003-15	Payroll Benefits - Standard - Life / AD& D	2,990.00	2,990.00	2,949.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	42.00	42.00	38.00
501003-18	Payroll Benefits - Long Term Disability	3,911.00	3,911.00	3,857.00
501003-19	Payroll Benefits - Unemployment Insurance	910.00	910.00	974.00
501003-20	Payroll Benefits - Workmans Comp	408.00	408.00	313.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	4,000.00	4,000.00	14,100.00
501005	Travel & Meeting Expenses	2,000.00	2,000.00	3,500.00
	Personnel Services Totals	$774,692.00	$774,692.00	$784,962.00
Purchased Services				
502002	Consultant	95,000.00	40,000.00	10,000.00
502002-02	Consultant - Engineering	.00	.00	.00
502003	Contract Service	3,000.00	3,000.00	3,000.00
502003-15	Contract Service - GIS	10,000.00	10,000.00	17,000.00
502004	Telephone	1,200.00	1,200.00	1,800.00
502007-01	Maintenance Agreements - Copier	1,200.00	1,200.00	1,440.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**00 - -**			
Program	**103 - Administration**			
Purchased Services				
502008-01	Repairs - Equipment	.00	.00	.00
502008-02	Repairs - Vehicles	.00	.00	.00
502013-01	Leased Equipment - Copier	2,200.00	2,200.00	2,200.00
502013-11	Leased Equipment - Interest	.00	.00	.00
502013-12	Leased Equipment - Principal	.00	.00	.00
	Purchased Services Totals	$112,600.00	$57,600.00	$35,440.00
Operating & Maintenance				
503001-02	Advertising - Jobs	.00	.00	.00
503001-05	Advertising - Other	.00	.00	.00
503002	Dues, Memberships, Subscriptions	550.00	550.00	720.00
503003	Miscellaneous	.00	.00	.00
503003-01	Misc-Deductibles	.00	.00	.00
503005-01	Supplies - Office	1,100.00	1,100.00	1,200.00
503005-02	Supplies - Building	.00	.00	.00
503005-03	Supplies - Cleaning	.00	.00	.00
503008-02	Insurance - Vehicle	228.00	228.00	727.00
503009-01	Vehicle Expenses - Fuel	2,600.00	2,600.00	4,000.00
503009-02	Vehicle Expenses - Oil	.00	.00	.00
503009-03	Vehicle Expenses - Parts & Supplies	1,550.00	1,550.00	2,000.00
503009-04	Vehicle Expenses - Equipment	.00	.00	.00
503009-06	Vehicle Expenses - Labor	1,600.00	1,600.00	2,000.00
503010	Contra Acct - Vehicle Labor	(1,600.00)	(1,600.00)	(2,000.00)
503013	Uniforms	600.00	600.00	900.00
	Operating & Maintenance Totals	$6,628.00	$6,628.00	$9,547.00
Capital				
507001-01	Cash Purchases - Vehicles	.00	.00	.00
507001-04	Cash Purchases - Office	.00	.00	5,000.00
507001-05	Cash Purchases - Computer	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**00 - -**			
Program	**103 - Administration**			
Capital				
	Capital Totals	$0.00	$0.00	$5,000.00
Program	**103 - Administration** Totals	$893,920.00	$838,920.00	$834,949.00
Division	**00 - -** Totals	$893,920.00	$838,920.00	$834,949.00
Division	**01 - Facility Management**			
Program	**118 - Maintenance**			
Personnel Services				
501001-01	Payroll - Regular	428,503.00	428,503.00	524,658.00
501001-09	Payroll - Facility Management	.00	.00	.00
501002-01	Payroll Overtime Regular	6,000.00	6,000.00	6,000.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	6,950.00	6,950.00	9,000.00
501003-06	Payroll Benefits - Retirement	39,528.00	39,528.00	54,109.00
501003-08	Payroll Benefits - Medicare	6,300.00	6,300.00	7,695.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	270,337.00	270,337.00	287,632.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	2,401.00	2,401.00	3,211.00
501003-14	Payroll Benefits - Vision Insurance	1,041.00	1,041.00	1,136.00
501003-15	Payroll Benefits - Standard - Life / AD& D	2,692.00	2,692.00	3,046.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	53.00	53.00	58.00
501003-18	Payroll Benefits - Long Term Disability	3,522.00	3,522.00	3,984.00
501003-19	Payroll Benefits - Unemployment Insurance	869.00	869.00	1,061.00
501003-20	Payroll Benefits - Workmans Comp	8,614.00	8,614.00	7,531.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	2,000.00	2,000.00	2,500.00
501005	Travel & Meeting Expenses	4,000.00	4,000.00	5,000.00
	Personnel Services Totals	$782,810.00	$782,810.00	$916,621.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**01 - Facility Management**			
Program	**118 - Maintenance**			
Purchased Services				
502002-02	Consultant - Engineering	.00	.00	.00
502003	Contract Service	5,000.00	5,000.00	.00
502003-01	Contract Service - Snowmelt Road	.00	.00	.00
502003-04	Contract Service - Fire Extinguisher Maintenance	5,500.00	5,500.00	6,000.00
502003-05	Contract Service - Backflow Test & Maintenance	7,000.00	7,000.00	7,000.00
502003-17	Contract Service - Cleaning	62,875.00	62,875.00	62,875.00
502003-18	Contract Service - Snow Removal	8,000.00	8,000.00	8,000.00
502004	Telephone	2,040.00	2,040.00	2,700.00
502006-01	Building Maintenance - General	7,000.00	7,000.00	7,000.00
502006-04	Building Maintenance - Elevator	10,000.00	10,000.00	10,000.00
502006-10	Building Maintenance - Painting	10,000.00	10,000.00	10,000.00
502006-11	Building Maintenance - Holding Account	.00	.00	.00
502007-04	Maintenance Agreements - Other	58,500.00	58,500.00	45,000.00
502008-01	Repairs - Equipment	29,000.00	29,000.00	50,000.00
502008-02	Repairs - Vehicles	.00	.00	.00
502010	Utilities	.00	.00	.00
502010-01	Utilities - Water & Sanitation	63,200.00	63,200.00	67,792.00
502010-02	Utilities - Gas	353,407.00	410,758.00	430,959.00
502010-03	Utilities - Electric	126,678.00	126,678.00	133,012.00
502010-04	Utilities - Trash	16,485.00	16,485.00	17,309.00
502010-05	Utilities - Security	.00	190.00	.00
502010-06	Utilities - Snowmelt	2,600.00	2,600.00	2,600.00
502023	Snowmelt Road Receivable	(66,698.00)	(66,698.00)	(70,033.00)
	Purchased Services Totals	$700,587.00	$758,128.00	$790,214.00
Operating & Maintenance				
503001-02	Advertising - Jobs	.00	.00	.00
503001-05	Advertising - Other	.00	.00	.00
503002	Dues, Memberships, Subscriptions	.00	.00	.00
503003	Miscellaneous	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**01 - Facility Management**			
Program	**118 - Maintenance**			
Operating & Maintenance				
503003-01	Misc-Deductibles	.00	.00	.00
503005-01	Supplies - Office	250.00	250.00	300.00
503005-02	Supplies - Building	.00	.00	.00
503005-03	Supplies - Cleaning	20,000.00	20,000.00	20,000.00
503005-09	Supplies - Tools	6,000.00	6,000.00	7,000.00
503005-13	Supplies - Car Wash	.00	.00	.00
503008-02	Insurance - Vehicle	417.00	417.00	385.00
503009-01	Vehicle Expenses - Fuel	4,096.00	4,096.00	4,500.00
503009-02	Vehicle Expenses - Oil	.00	.00	.00
503009-03	Vehicle Expenses - Parts & Supplies	2,800.00	2,800.00	3,000.00
503009-04	Vehicle Expenses - Equipment	200.00	200.00	1,000.00
503009-06	Vehicle Expenses - Labor	4,400.00	4,400.00	5,000.00
503010	Contra Acct - Vehicle Labor	(4,400.00)	(4,400.00)	(5,000.00)
503013	Uniforms	2,500.00	2,500.00	3,000.00
	Operating & Maintenance Totals	$36,263.00	$36,263.00	$39,185.00
Capital				
507001-01	Cash Purchases - Vehicles	5,000.00	5,000.00	5,000.00
507001-02	Cash Purchases - Mobile Equipment	.00	.00	.00
507001-03	Cash Purchases - Equipment	.00	.00	.00
507001-04	Cash Purchases - Office	.00	.00	.00
507001-05	Cash Purchases - Computer	.00	.00	.00
507001-07	Cash Purchases - Buildings	.00	.00	.00
507001-12	Cash Purchases - Furniture & Fixtures	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$5,000.00	$5,000.00	$5,000.00
	Program **118 - Maintenance** Totals	$1,524,660.00	$1,582,201.00	$1,751,020.00
	Division **01 - Facility Management** Totals	$1,524,660.00	$1,582,201.00	$1,751,020.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**02 - Road**			
Program	**119 - Street Marking/Signs**			
Personnel Services				
501001-01	Payroll - Regular	51,421.00	51,421.00	62,098.00
501002-01	Payroll Overtime Regular	1,738.00	1,738.00	1,738.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	973.00	973.00	1,050.00
501003-06	Payroll Benefits - Retirement	4,531.00	4,531.00	6,444.00
501003-08	Payroll Benefits - Medicare	783.00	783.00	982.00
501003-09	Payroll Benefits - Fica	234.00	234.00	.00
501003-10	Payroll Benefits - Health Insurance	29,872.00	29,872.00	32,732.00
501003-11	Payroll Benefits - Seasonal Health Insurance	535.00	535.00	.00
501003-12	Payroll Benefits - Health Reimbursement	535.00	535.00	.00
501003-13	Payroll Benefits - Dental Insurance	312.00	312.00	375.00
501003-14	Payroll Benefits - Vision Insurance	135.00	135.00	133.00
501003-15	Payroll Benefits - Standard - Life / AD& D	325.00	325.00	363.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	7.00	7.00	7.00
501003-18	Payroll Benefits - Long Term Disability	428.00	428.00	474.00
501003-19	Payroll Benefits - Unemployment Insurance	114.00	114.00	136.00
501003-20	Payroll Benefits - Workmans Comp	1,978.00	1,978.00	1,667.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
	Personnel Services Totals	$93,921.00	$93,921.00	$108,199.00
Purchased Services				
502003	Contract Service	60,400.00	60,400.00	76,070.00
502009-02	Mailing - Freight & Shipping	.00	.00	.00
	Purchased Services Totals	$60,400.00	$60,400.00	$76,070.00
Operating & Maintenance				
503003	Miscellaneous	.00	.00	.00
503005-02	Supplies - Building	5,500.00	5,500.00	5,750.00
503005-09	Supplies - Tools	1,365.00	1,365.00	1,500.00
503016-01	Signs - New	5,500.00	5,500.00	5,775.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**02 - Road**			
Program	**119 - Street Marking/Signs**			
Operating & Maintenance				
503016-02	Signs - Replacement	6,825.00	6,825.00	7,000.00
	Operating & Maintenance Totals	$19,190.00	$19,190.00	$20,025.00
Capital				
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
Program	**119 - Street Marking/Signs** Totals	$173,511.00	$173,511.00	$204,294.00
Program	**120 - Snow Removal**			
Personnel Services				
501001-01	Payroll - Regular	190,257.00	190,257.00	229,763.00
501002-01	Payroll Overtime Regular	27,000.00	27,000.00	27,000.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	3,600.00	3,600.00	3,885.00
501003-06	Payroll Benefits - Retirement	16,764.00	16,764.00	23,841.00
501003-08	Payroll Benefits - Medicare	2,898.00	2,898.00	3,635.00
501003-09	Payroll Benefits - Fica	866.00	866.00	.00
501003-10	Payroll Benefits - Health Insurance	110,528.00	110,528.00	121,108.00
501003-11	Payroll Benefits - Seasonal Health Insurance	1,980.00	1,980.00	.00
501003-12	Payroll Benefits - Health Reimbursement	1,980.00	1,980.00	.00
501003-13	Payroll Benefits - Dental Insurance	1,155.00	1,155.00	1,386.00
501003-14	Payroll Benefits - Vision Insurance	501.00	501.00	490.00
501003-15	Payroll Benefits - Standard - Life / AD& D	1,201.00	1,201.00	1,342.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	25.00	25.00	25.00
501003-18	Payroll Benefits - Long Term Disability	1,582.00	1,582.00	1,756.00
501003-19	Payroll Benefits - Unemployment Insurance	422.00	422.00	501.00
501003-20	Payroll Benefits - Workmans Comp	7,317.00	7,317.00	6,169.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	1,950.00	1,950.00	2,135.00
501005	Travel & Meeting Expenses	2,525.00	2,525.00	3,250.00
	Personnel Services Totals	$372,551.00	$372,551.00	$426,286.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**02 - Road**			
Program	**120 - Snow Removal**			
Purchased Services				
502003	Contract Service	50,000.00	50,000.00	53,300.00
502003-01	Contract Service - Snowmelt Road	.00	.00	.00
502009-02	Mailing - Freight & Shipping	.00	.00	.00
502010-06	Utilities - Snowmelt	.00	.00	.00
	Purchased Services Totals	$50,000.00	$50,000.00	$53,300.00
Operating & Maintenance				
503003	Miscellaneous	400.00	400.00	400.00
503003-01	Misc-Deductibles	.00	.00	2,000.00
503005-01	Supplies - Office	125.00	125.00	200.00
503005-09	Supplies - Tools	625.00	625.00	650.00
503007-02	Building Lease Payments - CAMS	.00	.00	.00
503013	Uniforms	4,000.00	4,000.00	5,040.00
503017	Sanding Material	44,950.00	44,950.00	52,500.00
503018	Safety First Aid	1,300.00	1,300.00	1,000.00
	Operating & Maintenance Totals	$51,400.00	$51,400.00	$61,790.00
Capital				
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
	Program **120 - Snow Removal** Totals	$473,951.00	$473,951.00	$541,376.00
Program	**121 - Vehicle/Equipment Maintenance**			
Personnel Services				
501001-01	Payroll - Regular	56,563.00	56,563.00	68,308.00
501002-01	Payroll Overtime Regular	3,214.00	3,214.00	3,214.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	1,070.00	1,070.00	1,155.00
501003-06	Payroll Benefits - Retirement	4,984.00	4,984.00	7,088.00
501003-08	Payroll Benefits - Medicare	862.00	862.00	1,081.00
501003-09	Payroll Benefits - Fica	258.00	258.00	.00
501003-10	Payroll Benefits - Health Insurance	32,860.00	32,860.00	36,005.00
501003-11	Payroll Benefits - Seasonal Health Insurance	589.00	589.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**02 - Road**			
Program	**121 - Vehicle/Equipment Maintenance**			
Personnel Services				
501003-12	Payroll Benefits - Health Reimbursement	589.00	589.00	.00
501003-13	Payroll Benefits - Dental Insurance	343.00	343.00	412.00
501003-14	Payroll Benefits - Vision Insurance	149.00	149.00	146.00
501003-15	Payroll Benefits - Standard - Life / AD& D	357.00	357.00	399.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	8.00	8.00	7.00
501003-18	Payroll Benefits - Long Term Disability	470.00	470.00	522.00
501003-19	Payroll Benefits - Unemployment Insurance	126.00	126.00	149.00
501003-20	Payroll Benefits - Workmans Comp	2,175.00	2,175.00	1,834.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	.00	.00	.00
501005	Travel & Meeting Expenses	.00	.00	.00
	Personnel Services Totals	$104,617.00	$104,617.00	$120,320.00
Purchased Services				
502008-01	Repairs - Equipment	1,150.00	1,150.00	1,300.00
502008-02	Repairs - Vehicles	2,500.00	2,500.00	2,500.00
502008-03	Repairs - Radios	.00	.00	.00
502009-02	Mailing - Freight & Shipping	500.00	500.00	500.00
	Purchased Services Totals	$4,150.00	$4,150.00	$4,300.00
Operating & Maintenance				
503003	Miscellaneous	250.00	250.00	250.00
503003-01	Misc-Deductibles	.00	.00	.00
503005-03	Supplies - Cleaning	.00	.00	525.00
503005-09	Supplies - Tools	605.00	605.00	700.00
503008-02	Insurance - Vehicle	13,346.00	13,346.00	13,243.00
503009-01	Vehicle Expenses - Fuel	80,000.00	80,000.00	96,500.00
503009-02	Vehicle Expenses - Oil	.00	.00	.00
503009-03	Vehicle Expenses - Parts & Supplies	55,000.00	55,000.00	58,000.00
503009-04	Vehicle Expenses - Equipment	28,000.00	28,000.00	29,500.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**02 - Road**			
Program	**121 - Vehicle/Equipment Maintenance**			
Operating & Maintenance				
503009-06	Vehicle Expenses - Labor	53,253.00	53,253.00	56,000.00
503010	Contra Acct - Vehicle Labor	(53,253.00)	(53,253.00)	(56,000.00)
503019	Radios	.00	.00	.00
	Operating & Maintenance Totals	$177,201.00	$177,201.00	$198,718.00
Capital				
507001-01	Cash Purchases - Vehicles	.00	.00	.00
507001-02	Cash Purchases - Mobile Equipment	.00	.00	.00
507001-03	Cash Purchases - Equipment	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
Program	**121 - Vehicle/Equipment Maintenance** Totals	$285,968.00	$285,968.00	$323,338.00
Program	**122 - Street Maintenance**			
Personnel Services				
501001-01	Payroll - Regular	221,757.00	221,757.00	229,763.00
501002-01	Payroll Overtime Regular	22,495.00	22,495.00	22,495.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	3,600.00	3,600.00	3,885.00
501003-06	Payroll Benefits - Retirement	16,764.00	16,764.00	23,841.00
501003-08	Payroll Benefits - Medicare	2,898.00	2,898.00	3,635.00
501003-09	Payroll Benefits - Fica	866.00	866.00	.00
501003-10	Payroll Benefits - Health Insurance	110,528.00	110,528.00	121,108.00
501003-11	Payroll Benefits - Seasonal Health Insurance	1,980.00	1,980.00	.00
501003-12	Payroll Benefits - Health Reimbursement	1,980.00	1,980.00	.00
501003-13	Payroll Benefits - Dental Insurance	1,155.00	1,155.00	1,386.00
501003-14	Payroll Benefits - Vision Insurance	501.00	501.00	490.00
501003-15	Payroll Benefits - Standard - Life / AD& D	1,201.00	1,201.00	1,342.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	25.00	25.00	25.00
501003-18	Payroll Benefits - Long Term Disability	1,582.00	1,582.00	1,756.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**02 - Road**			
Program	**122 - Street Maintenance**			
Personnel Services				
501003-19	Payroll Benefits - Unemployment Insurance	422.00	422.00	501.00
501003-20	Payroll Benefits - Workmans Comp	7,317.00	7,317.00	6,169.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	3,250.00	3,250.00	3,775.00
501005	Travel & Meeting Expenses	1,900.00	1,900.00	2,400.00
	Personnel Services Totals	$400,221.00	$400,221.00	$422,571.00
Purchased Services				
502003	Contract Service	27,540.00	27,540.00	30,135.00
502004	Telephone	3,120.00	3,120.00	3,500.00
502009-02	Mailing - Freight & Shipping	.00	.00	.00
502010	Utilities	.00	.00	.00
502010-01	Utilities - Water & Sanitation	1,400.00	1,400.00	1,400.00
502010-02	Utilities - Gas	.00	.00	.00
502010-03	Utilities - Electric	13,000.00	13,000.00	13,000.00
502010-04	Utilities - Trash	.00	.00	.00
502010-05	Utilities - Security	.00	.00	.00
502024	Weed Control	20,000.00	20,000.00	21,000.00
	Purchased Services Totals	$65,060.00	$65,060.00	$69,035.00
Operating & Maintenance				
503001-02	Advertising - Jobs	.00	.00	.00
503003	Miscellaneous	1,260.00	1,260.00	1,300.00
503005	Supplies	.00	.00	.00
503005-01	Supplies - Office	.00	.00	.00
503005-09	Supplies - Tools	1,785.00	1,785.00	1,850.00
503005-12	Supplies - Landscaping	1,500.00	1,500.00	1,500.00
503005-14	Supplies - Street Lights	6,000.00	6,300.00	6,300.00
503018	Safety First Aid	400.00	400.00	420.00
503020	Paving/Raw Materials	21,300.00	21,300.00	22,520.00
503021	Road Material Trash	12,500.00	12,500.00	12,900.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**02 - Road**			
Program	**122 - Street Maintenance**			
Operating & Maintenance				
	Operating & Maintenance Totals	$44,745.00	$45,045.00	$46,790.00
Capital				
507001-12	Cash Purchases - Furniture & Fixtures	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
Program	**122 - Street Maintenance** Totals	$510,026.00	$510,326.00	$538,396.00
Program	**123 - Community Service**			
Personnel Services				
501001-01	Payroll - Regular	25,710.00	25,710.00	31,049.00
501002-01	Payroll Overtime Regular	2,142.00	2,142.00	2,142.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	487.00	487.00	525.00
501003-06	Payroll Benefits - Retirement	2,265.00	2,265.00	3,222.00
501003-08	Payroll Benefits - Medicare	392.00	392.00	491.00
501003-09	Payroll Benefits - Fica	117.00	117.00	.00
501003-10	Payroll Benefits - Health Insurance	14,936.00	14,936.00	16,366.00
501003-11	Payroll Benefits - Seasonal Health Insurance	268.00	268.00	.00
501003-12	Payroll Benefits - Health Reimbursement	268.00	268.00	.00
501003-13	Payroll Benefits - Dental Insurance	156.00	156.00	187.00
501003-14	Payroll Benefits - Vision Insurance	68.00	68.00	66.00
501003-15	Payroll Benefits - Standard - Life / AD& D	162.00	162.00	181.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	3.00	3.00	3.00
501003-18	Payroll Benefits - Long Term Disability	214.00	214.00	237.00
501003-19	Payroll Benefits - Unemployment Insurance	57.00	57.00	68.00
501003-20	Payroll Benefits - Workmans Comp	989.00	989.00	834.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
	Personnel Services Totals	$48,234.00	$48,234.00	$55,371.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**02 - Road**			
Program	**123 - Community Service**			
Operating & Maintenance				
503005-02	Supplies - Building	551.00	551.00	650.00
	Operating & Maintenance Totals	$551.00	$551.00	$650.00
Capital				
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
	Program **123 - Community Service** Totals	$48,785.00	$48,785.00	$56,021.00
	Division **02 - Road** Totals	$1,492,241.00	$1,492,541.00	$1,663,425.00
Division	**03 - Solid Waste**			
Program	**121 - Vehicle/Equipment Maintenance**			
Personnel Services				
501001-01	Payroll - Regular	21,371.00	21,371.00	27,554.00
501002-01	Payroll Overtime Regular	1,500.00	1,500.00	1,500.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	348.00	348.00	450.00
501003-06	Payroll Benefits - Retirement	1,957.00	1,957.00	2,828.00
501003-08	Payroll Benefits - Medicare	332.00	332.00	421.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	9,741.00	9,741.00	14,382.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	120.00	120.00	161.00
501003-14	Payroll Benefits - Vision Insurance	52.00	52.00	57.00
501003-15	Payroll Benefits - Standard - Life / AD& D	135.00	135.00	159.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	3.00	3.00	3.00
501003-18	Payroll Benefits - Long Term Disability	176.00	176.00	208.00
501003-19	Payroll Benefits - Unemployment Insurance	46.00	46.00	58.00
501003-20	Payroll Benefits - Workmans Comp	963.00	963.00	949.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
	Personnel Services Totals	$36,744.00	$36,744.00	$48,730.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**03 - Solid Waste**			
Program	**121 - Vehicle/Equipment Maintenance**			
Purchased Services				
502008-01	Repairs - Equipment	.00	.00	.00
502008-02	Repairs - Vehicles	.00	.00	.00
502008-03	Repairs - Radios	100.00	100.00	1,200.00
502009-02	Mailing - Freight & Shipping	.00	.00	.00
	Purchased Services Totals	$100.00	$100.00	$1,200.00
Operating & Maintenance				
503003	Miscellaneous	.00	.00	.00
503003-01	Misc-Deductibles	.00	.00	.00
503008-02	Insurance - Vehicle	3,352.00	3,352.00	3,905.00
503009-01	Vehicle Expenses - Fuel	80,000.00	60,500.00	64,000.00
503009-02	Vehicle Expenses - Oil	.00	.00	.00
503009-03	Vehicle Expenses - Parts & Supplies	50,000.00	50,000.00	52,500.00
503009-04	Vehicle Expenses - Equipment	300.00	300.00	1,500.00
503009-06	Vehicle Expenses - Labor	34,000.00	34,000.00	36,000.00
503010	Contra Acct - Vehicle Labor	(34,000.00)	(34,000.00)	(36,000.00)
	Operating & Maintenance Totals	$133,652.00	$114,152.00	$121,905.00
Capital				
507001-01	Cash Purchases - Vehicles	.00	.00	.00
507001-02	Cash Purchases - Mobile Equipment	.00	.00	.00
507001-03	Cash Purchases - Equipment	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
Program	**121 - Vehicle/Equipment Maintenance** Totals	$170,496.00	$150,996.00	$171,835.00
Program	**124 - Trash Pickup**			
Personnel Services				
501001-01	Payroll - Regular	286,369.00	286,369.00	369,234.00
501002-01	Payroll Overtime Regular	20,100.00	20,100.00	20,100.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	4,657.00	4,657.00	6,030.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**03 - Solid Waste**			
Program	**124 - Trash Pickup**			
Personnel Services				
501003-06	Payroll Benefits - Retirement	26,223.00	26,223.00	37,892.00
501003-08	Payroll Benefits - Medicare	4,444.00	4,444.00	5,645.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	130,529.00	130,529.00	192,713.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	1,609.00	1,609.00	2,151.00
501003-14	Payroll Benefits - Vision Insurance	698.00	698.00	761.00
501003-15	Payroll Benefits - Standard - Life / AD& D	1,803.00	1,803.00	2,133.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	35.00	35.00	39.00
501003-18	Payroll Benefits - Long Term Disability	2,359.00	2,359.00	2,790.00
501003-19	Payroll Benefits - Unemployment Insurance	613.00	613.00	779.00
501003-20	Payroll Benefits - Workmans Comp	12,906.00	12,906.00	12,721.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	250.00	250.00	250.00
501005	Travel & Meeting Expenses	250.00	250.00	250.00
	Personnel Services Totals	$492,845.00	$492,845.00	$653,488.00
Purchased Services				
502003	Contract Service	2,500.00	2,500.00	3,500.00
502004	Telephone	500.00	475.00	700.00
502009-02	Mailing - Freight & Shipping	.00	.00	.00
502013	Leased Equipment	.00	.00	.00
502025-01	Dump Fees - Miscellaneous	183,092.00	183,092.00	160,000.00
502025-02	Dump Fees - Tires	3,000.00	3,000.00	3,000.00
	Purchased Services Totals	$189,092.00	$189,067.00	$167,200.00
Operating & Maintenance				
503002	Dues, Memberships, Subscriptions	957.00	957.00	957.00
503003	Miscellaneous	500.00	500.00	500.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**03 - Solid Waste**			
Program	**124 - Trash Pickup**			
Operating & Maintenance				
503005-01	Supplies - Office	200.00	200.00	200.00
503005-02	Supplies - Building	2,000.00	2,000.00	2,000.00
503005-03	Supplies - Cleaning	.00	.00	.00
503005-09	Supplies - Tools	1,000.00	1,000.00	1,000.00
503013	Uniforms	3,000.00	3,000.00	4,000.00
	Operating & Maintenance Totals	$7,657.00	$7,657.00	$8,657.00
Capital				
507001-20	Cash Purchases - Other	10,000.00	10,000.00	10,000.00
	Capital Totals	$10,000.00	$10,000.00	$10,000.00
	Program **124 - Trash Pickup** Totals	$699,594.00	$699,569.00	$839,345.00
Program	**125 - Recycling**			
Personnel Services				
501001-01	Payroll - Regular	76,935.00	76,935.00	99,197.00
501002-01	Payroll Overtime Regular	5,400.00	5,400.00	5,400.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	1,251.00	1,251.00	1,620.00
501003-06	Payroll Benefits - Retirement	7,045.00	7,045.00	10,180.00
501003-08	Payroll Benefits - Medicare	1,194.00	1,194.00	1,517.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	35,068.00	35,068.00	51,774.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	432.00	432.00	578.00
501003-14	Payroll Benefits - Vision Insurance	187.00	187.00	205.00
501003-15	Payroll Benefits - Standard - Life / AD& D	484.00	484.00	573.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	10.00	10.00	10.00
501003-18	Payroll Benefits - Long Term Disability	634.00	634.00	750.00
501003-19	Payroll Benefits - Unemployment Insurance	165.00	165.00	209.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **09 - Public Works**				
Division **03 - Solid Waste**				
Program **125 - Recycling**				
Personnel Services				
501003-20	Payroll Benefits - Workmans Comp	3,467.00	3,467.00	3,417.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	.00	.00	.00
501005	Travel & Meeting Expenses	.00	.00	.00
	Personnel Services Totals	$132,272.00	$132,272.00	$175,430.00
Purchased Services				
502003	Contract Service	.00	.00	.00
502025-01	Dump Fees - Miscellaneous	30,000.00	30,000.00	30,000.00
502025-02	Dump Fees - Tires	.00	.00	.00
	Purchased Services Totals	$30,000.00	$30,000.00	$30,000.00
Operating & Maintenance				
503002	Dues, Memberships, Subscriptions	.00	.00	350.00
503003	Miscellaneous	.00	.00	.00
503005-09	Supplies - Tools	.00	.00	.00
503022	Sustainability Planning	2,000.00	2,000.00	2,000.00
	Operating & Maintenance Totals	$2,000.00	$2,000.00	$2,350.00
Capital				
507001-20	Cash Purchases - Other	10,000.00	10,000.00	10,000.00
	Capital Totals	$10,000.00	$10,000.00	$10,000.00
	Program **125 - Recycling** Totals	$174,272.00	$174,272.00	$217,780.00
Program **126 - Rolloff**				
Personnel Services				
501001-01	Payroll - Regular	42,742.00	42,742.00	55,109.00
501002-01	Payroll Overtime Regular	3,000.00	3,000.00	3,000.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	695.00	695.00	900.00
501003-06	Payroll Benefits - Retirement	3,914.00	3,914.00	5,656.00
501003-08	Payroll Benefits - Medicare	663.00	663.00	843.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	19,482.00	19,482.00	28,763.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**03 - Solid Waste**			
Program	**126 - Rolloff**			
Personnel Services				
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	240.00	240.00	321.00
501003-14	Payroll Benefits - Vision Insurance	104.00	104.00	114.00
501003-15	Payroll Benefits - Standard - Life / AD& D	269.00	269.00	318.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	5.00	5.00	6.00
501003-18	Payroll Benefits - Long Term Disability	352.00	352.00	416.00
501003-19	Payroll Benefits - Unemployment Insurance	91.00	91.00	116.00
501003-20	Payroll Benefits - Workmans Comp	1,926.00	1,926.00	1,899.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	.00	.00	.00
501005	Travel & Meeting Expenses	.00	.00	.00
	Personnel Services Totals	$73,483.00	$73,483.00	$97,461.00
Purchased Services				
502026-01	Rolloff Fees - Conference Center	8,500.00	8,500.00	9,500.00
502026-02	Rolloff Fees - Parcel C	10,000.00	10,000.00	9,700.00
502026-03	Rolloff Fees - Timbermill	5,300.00	5,300.00	5,000.00
502026-04	Rolloff Fees - Miscellaneous Rolls	10,000.00	10,000.00	25,000.00
502026-05	Rolloff Fees - Dump Fees	.00	.00	.00
502026-06	Rolloff Fees - Silvertree	4,200.00	4,200.00	4,500.00
502026-07	Rolloff Fees - Snowmass Club	7,000.00	7,000.00	7,500.00
502026-08	Rolloff Fees - Aspen Skiing Company	10,000.00	10,000.00	10,500.00
502026-09	Rolloff Fees - Crestwood	5,300.00	5,300.00	6,000.00
502026-10	Rolloff Fees - Base Village	16,300.00	16,300.00	22,000.00
502026-11	Rolloff Fees - Viceroy	9,100.00	9,100.00	9,000.00
502026-12	Rolloff Fees - Snowmass Center	11,000.00	11,000.00	10,000.00
	Purchased Services Totals	$96,700.00	$96,700.00	$118,700.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **09 - Public Works**				
Division **03 - Solid Waste**				
Program **126 - Rolloff**				
Operating & Maintenance				
503003	Miscellaneous	200.00	200.00	200.00
503005-03	Supplies - Cleaning	200.00	200.00	200.00
	Operating & Maintenance Totals	$400.00	$400.00	$400.00
Capital				
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
	Program **126 - Rolloff** Totals	$170,583.00	$170,583.00	$216,561.00
	Division **03 - Solid Waste** Totals	$1,214,945.00	$1,195,420.00	$1,445,521.00
Division **04 - Fleet Services**				
Program **121 - Vehicle/Equipment Maintenance**				
Personnel Services				
501001-01	Payroll - Regular	388,921.00	388,921.00	290,344.00
501002-01	Payroll Overtime Regular	17,485.00	17,485.00	17,845.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	5,491.00	5,491.00	4,800.00
501003-06	Payroll Benefits - Retirement	36,668.00	36,668.00	31,261.00
501003-08	Payroll Benefits - Medicare	5,844.00	5,844.00	4,417.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	190,438.00	190,438.00	181,240.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	1,897.00	1,897.00	1,712.00
501003-14	Payroll Benefits - Vision Insurance	823.00	823.00	606.00
501003-15	Payroll Benefits - Standard - Life / AD& D	2,498.00	2,498.00	1,760.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	42.00	42.00	31.00
501003-18	Payroll Benefits - Long Term Disability	3,267.00	3,267.00	2,302.00
501003-19	Payroll Benefits - Unemployment Insurance	806.00	806.00	609.00
501003-20	Payroll Benefits - Workmans Comp	5,337.00	5,337.00	3,082.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**04 - Fleet Services**			
Program	**121 - Vehicle/Equipment Maintenance**			
Personnel Services				
501004	Training/ Registrations	6,500.00	6,500.00	6,500.00
501005	Travel & Meeting Expenses	5,057.00	5,057.00	5,100.00
	Personnel Services Totals	$671,074.00	$671,074.00	$551,609.00
Purchased Services				
502003	Contract Service	4,722.00	4,722.00	4,722.00
502004	Telephone	.00	.00	.00
502008-01	Repairs - Equipment	1,050.00	1,050.00	1,050.00
502008-02	Repairs - Vehicles	175.00	175.00	175.00
502008-03	Repairs - Radios	.00	.00	.00
502009	Mailing	84.00	84.00	84.00
502009-02	Mailing - Freight & Shipping	.00	.00	.00
	Purchased Services Totals	$6,031.00	$6,031.00	$6,031.00
Operating & Maintenance				
503003	Miscellaneous	1,050.00	1,050.00	1,050.00
503003-01	Misc-Deductibles	.00	.00	.00
503005-01	Supplies - Office	450.00	450.00	450.00
503005-03	Supplies - Cleaning	800.00	800.00	800.00
503005-09	Supplies - Tools	9,400.00	9,400.00	9,400.00
503005-29	Supplies - Vehicle Hardware	8,034.00	8,034.00	8,034.00
503008-02	Insurance - Vehicle	240.00	240.00	221.00
503009-01	Vehicle Expenses - Fuel	2,500.00	2,500.00	4,000.00
503009-02	Vehicle Expenses - Oil	.00	.00	.00
503009-03	Vehicle Expenses - Parts & Supplies	2,729.00	2,729.00	3,000.00
503009-04	Vehicle Expenses - Equipment	349.00	349.00	500.00
503009-06	Vehicle Expenses - Labor	6,200.00	6,200.00	7,000.00
503010	Contra Acct - Vehicle Labor	(6,200.00)	(6,200.00)	(7,000.00)
503013	Uniforms	2,879.00	2,879.00	2,879.00
	Operating & Maintenance Totals	$28,431.00	$28,431.00	$30,334.00
Capital				
507001-01	Cash Purchases - Vehicles	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**04 - Fleet Services**			
Program	**121 - Vehicle/Equipment Maintenance**			
Capital				
507001-02	Cash Purchases - Mobile Equipment	.00	.00	.00
507001-03	Cash Purchases - Equipment	.00	.00	19,500.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$19,500.00
Program	**121 - Vehicle/Equipment Maintenance** Totals	$705,536.00	$705,536.00	$607,474.00
Program	**127 - Fleet Management**			
Personnel Services				
501001-01	Payroll - Regular	54,154.00	54,154.00	135,107.00
501002-01	Payroll Overtime Regular	.00	.00	.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	765.00	765.00	2,100.00
501003-06	Payroll Benefits - Retirement	5,106.00	5,106.00	14,777.00
501003-08	Payroll Benefits - Medicare	814.00	814.00	1,985.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	26,517.00	26,517.00	46,021.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	264.00	264.00	749.00
501003-14	Payroll Benefits - Vision Insurance	115.00	115.00	265.00
501003-15	Payroll Benefits - Standard - Life / AD& D	348.00	348.00	832.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	6.00	6.00	13.00
501003-18	Payroll Benefits - Long Term Disability	455.00	455.00	1,088.00
501003-19	Payroll Benefits - Unemployment Insurance	112.00	112.00	274.00
501003-20	Payroll Benefits - Workmans Comp	743.00	743.00	1,215.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	.00	.00	.00
501005	Travel & Meeting Expenses	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**04 - Fleet Services**			
Program	**127 - Fleet Management**			
	Personnel Services Totals	$89,399.00	$89,399.00	$204,426.00
Purchased Services				
502003	Contract Service	.00	.00	.00
502004	Telephone	.00	.00	450.00
502008-01	Repairs - Equipment	.00	.00	.00
502008-03	Repairs - Radios	.00	.00	.00
502009-02	Mailing - Freight & Shipping	.00	.00	.00
	Purchased Services Totals	$0.00	$0.00	$450.00
Operating & Maintenance				
503002	Dues, Memberships, Subscriptions	.00	.00	.00
503003	Miscellaneous	.00	.00	.00
503005-01	Supplies - Office	650.00	650.00	650.00
503005-03	Supplies - Cleaning	.00	.00	.00
	Operating & Maintenance Totals	$650.00	$650.00	$650.00
Capital				
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
	Program **127 - Fleet Management** Totals	$90,049.00	$90,049.00	$205,526.00
Program	**128 - Building & Grounds**			
Personnel Services				
501001-01	Payroll - Regular	49,231.00	49,231.00	36,293.00
501002-01	Payroll Overtime Regular	.00	.00	.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	695.00	695.00	600.00
501003-06	Payroll Benefits - Retirement	4,641.00	4,641.00	3,908.00
501003-08	Payroll Benefits - Medicare	740.00	740.00	552.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	24,106.00	24,106.00	22,655.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	240.00	240.00	214.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**04 - Fleet Services**			
Program	**128 - Building & Grounds**			
Personnel Services				
501003-14	Payroll Benefits - Vision Insurance	104.00	104.00	76.00
501003-15	Payroll Benefits - Standard - Life / AD& D	316.00	316.00	220.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	5.00	5.00	4.00
501003-18	Payroll Benefits - Long Term Disability	414.00	414.00	288.00
501003-19	Payroll Benefits - Unemployment Insurance	102.00	102.00	76.00
501003-20	Payroll Benefits - Workmans Comp	676.00	676.00	385.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	.00	.00	.00
501005	Travel & Meeting Expenses	.00	.00	.00
	Personnel Services Totals	$81,270.00	$81,270.00	$65,271.00
Purchased Services				
502003	Contract Service	4,000.00	4,000.00	4,000.00
502004	Telephone	.00	.00	.00
502006-01	Building Maintenance - General	1,708.00	1,708.00	1,708.00
502008-01	Repairs - Equipment	3,000.00	3,000.00	3,000.00
502009-02	Mailing - Freight & Shipping	.00	.00	.00
502010	Utilities	.00	.00	.00
502010-01	Utilities - Water & Sanitation	.00	.00	.00
502010-02	Utilities - Gas	.00	.00	.00
502010-03	Utilities - Electric	.00	.00	.00
502010-04	Utilities - Trash	.00	.00	.00
502010-05	Utilities - Security	.00	.00	.00
	Purchased Services Totals	$8,708.00	$8,708.00	$8,708.00
Operating & Maintenance				
503002	Dues, Memberships, Subscriptions	.00	.00	.00
503003	Miscellaneous	.00	.00	.00
503005-02	Supplies - Building	1,892.00	1,892.00	1,892.00
503005-03	Supplies - Cleaning	400.00	400.00	400.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**09 - Public Works**			
Division	**04 - Fleet Services**			
Program	**128 - Building & Grounds**			
Operating & Maintenance				
503005-09	Supplies - Tools	.00	.00	.00
503005-13	Supplies - Car Wash	5,000.00	5,000.00	5,000.00
503013	Uniforms	.00	.00	.00
	Operating & Maintenance Totals	$7,292.00	$7,292.00	$7,292.00
Capital				
507001-03	Cash Purchases - Equipment	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
	Program **128 - Building & Grounds** Totals	$97,270.00	$97,270.00	$81,271.00
	Division **04 - Fleet Services** Totals	$892,855.00	$892,855.00	$894,271.00
	Department **09 - Public Works** Totals	$6,018,621.00	$6,001,937.00	$6,589,186.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**10 - Human Resources**			
Division	**00 - -**			
Program	**103 - Administration**			
Personnel Services				
501001	Payroll	.00	.00	.00
501001-01	Payroll - Regular	153,589.00	153,589.00	121,827.00
501002	Payroll Overtime	.00	.00	.00
501002-01	Payroll Overtime Regular	.00	.00	.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	1,390.00	1,390.00	1,500.00
501003-06	Payroll Benefits - Retirement	14,766.00	14,766.00	13,401.00
501003-08	Payroll Benefits - Medicare	2,227.00	2,227.00	1,766.00
501003-09	Payroll Benefits - Fica	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	58,187.00	58,187.00	37,490.00
501003-13	Payroll Benefits - Dental Insurance	480.00	480.00	535.00
501003-14	Payroll Benefits - Vision Insurance	208.00	208.00	189.00
501003-15	Payroll Benefits - Standard - Life / AD& D	1,006.00	1,006.00	754.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	11.00	11.00	10.00
501003-18	Payroll Benefits - Long Term Disability	1,316.00	1,316.00	987.00
501003-19	Payroll Benefits - Unemployment Insurance	307.00	307.00	244.00
501003-20	Payroll Benefits - Workmans Comp	138.00	138.00	78.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	2,515.00	2,515.00	4,425.00
501005	Travel & Meeting Expenses	3,810.00	3,810.00	3,900.00
	Personnel Services Totals	$239,950.00	$239,950.00	$187,106.00
Purchased Services				
502002	Consultant	30,000.00	30,000.00	30,000.00
502002-01	Consultant - Employee Training	25,750.00	25,750.00	25,750.00
502003	Contract Service	.00	.00	.00
502004	Telephone	1,200.00	1,200.00	600.00
502005	Employee Relations	27,250.00	27,250.00	32,500.00
502005-01	Employee Relations - Tenure	9,865.00	9,865.00	10,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**10 - Human Resources**			
Division	**00 - -**			
Program	**103 - Administration**			
Purchased Services				
502005-02	Employee Relations - Flu	900.00	900.00	900.00
502005-03	Employee Relations - Miscellaneous	8,782.00	8,782.00	13,100.00
	Purchased Services Totals	$103,747.00	$103,747.00	$112,850.00
Operating & Maintenance				
503001	Advertising	.00	.00	.00
503001-02	Advertising - Jobs	32,000.00	32,000.00	35,000.00
503002	Dues, Memberships, Subscriptions	7,225.00	7,225.00	8,500.00
503003	Miscellaneous	5,250.00	5,250.00	5,250.00
503004	Printing	.00	.00	.00
503005-01	Supplies - Office	500.00	500.00	500.00
	Operating & Maintenance Totals	$44,975.00	$44,975.00	$49,250.00
Capital				
507001-04	Cash Purchases - Office	.00	.00	.00
507001-05	Cash Purchases - Computer	.00	.00	.00
507001-20	Cash Purchases - Other	300.00	300.00	300.00
	Capital Totals	$300.00	$300.00	$300.00
	Program **103 - Administration** Totals	$388,972.00	$388,972.00	$349,506.00
	Division **00 - -** Totals	$388,972.00	$388,972.00	$349,506.00
	Department **10 - Human Resources** Totals	$388,972.00	$388,972.00	$349,506.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**90 - One Times**			
Division	**00 - -**			
Program	**103 - Administration**			
Personnel Services				
501099	Personnel Services	.00	.00	.00
	Personnel Services Totals	$0.00	$0.00	$0.00
Purchased Services				
502002-03	Consultant - Town Council	.00	.00	24,000.00
502002-04	Consultant - Entryway	.00	.00	.00
502002-05	Consultant - Website Redesign	.00	.00	.00
502002-06	Consultant - Comp Plan	.00	.00	.00
502002-07	Consultant - Ice Age	.00	.00	.00
502002-08	Consultant - Environmental Sustainability	.00	.00	.00
502002-09	Consultant - Holy Cross Energy Efficiency	.00	.00	.00
502002-10	Consultant - Planning	.00	.00	.00
502002-11	Consultant - Early Childcare Education	335,000.00	335,000.00	.00
502002-12	Consultant - CORE Climate Program	.00	.00	.00
502003	Contract Service	.00	.00	.00
	Purchased Services Totals	$335,000.00	$335,000.00	$24,000.00
Operating & Maintenance				
503003	Miscellaneous	.00	.00	.00
	Operating & Maintenance Totals	$0.00	$0.00	$0.00
Donations & Grants				
504001-01	Donations - General	.00	.00	.00
504002-01	Grants - Cultural Arts	.00	.00	.00
504002-02	Grants - Health & Human Services	239,247.00	238,000.00	241,150.00
	Donations & Grants Totals	$239,247.00	$238,000.00	$241,150.00
	Program **103 - Administration** Totals	$574,247.00	$573,000.00	$265,150.00
Program	**190 - Capital**			
Purchased Services				
502003-09	Contract Service - POSTR Plan	.00	.00	.00
502003-10	Contract Service - Community Connectivity Plan	.00	.00	.00
	Purchased Services Totals	$0.00	$0.00	$0.00
Capital				
507002	Capital Town Council	22,000.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **90 - One Times**				
Division **00 - -**				
Program **190 - Capital**				
Capital				
507003	Capital Town Manager	470,018.00	236,000.00	483,451.00
507004	Capital Town Clerk	.00	.00	.00
507005	Capital Finance	71,915.00	71,915.00	40,000.00
507006	Capital Community Development	10,000.00	10,000.00	110,000.00
507007	Capital Public Safety	96,080.00	96,080.00	123,000.00
507008	Capital Transportation	154,487.00	134,487.00	20,000.00
507009	Capital Parks & Recreation	78,013.00	.00	.00
507009-05	Capital Parks & Recreation - Trails	.00	38,000.00	29,000.00
507009-09	Capital Parks & Recreation	.00	38,350.00	8,000.00
507009-10	Capital Parks & Recreation Trails Signage	.00	.00	.00
507010	Capital Facility Management	276,242.00	266,242.00	167,000.00
507011	Capital Road	16,000.00	4,775.00	88,500.00
507012	Capital Solid Waste	.00	.00	.00
507013	Capital Shop	80,000.00	80,000.00	.00
507014	Capital Arts Board	167,832.00	167,832.00	25,000.00
507015	Capital Energy Efficiency Funds	.00	.00	.00
507015-01	Capital Energy Efficiency - Electrical Vehicle Charging Station	.00	.00	.00
507016	Capital Public Works Admin	49,565.00	49,565.00	35,000.00
507017	Capital GIS	.00	.00	.00
507018	Capital Human Resources	.00	.00	20,000.00
507020	Capital Other	62,800.00	56,860.00	.00
507028	Summer Parking Program	200,000.00	.00	.00
	Capital Totals	$1,754,952.00	$1,250,106.00	$1,148,951.00
	Program **190 - Capital** Totals	$1,754,952.00	$1,250,106.00	$1,148,951.00
	Division **00 - -** Totals	$2,329,199.00	$1,823,106.00	$1,414,101.00
	Department **90 - One Times** Totals	$2,329,199.00	$1,823,106.00	$1,414,101.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**001 - General Fund**			
EXPENSE				
Department	**91 - Other Expenditures**			
Capital				
507020-01	Capital Other - Leases	.00	.00	246,381.00
507025	Reserves Used	927,970.00	927,970.00	61,934.00
	Capital Totals	$927,970.00	$927,970.00	$308,315.00
Other Expenditures				
502003-14	Contract Service - Base Village	.00	.00	.00
511001	Write Offs Accounts Receivables	.00	.00	.00
511002	Freight Expenditures	.00	.00	.00
511003	Employee Housing Reserved Used	.00	.00	.00
511004	Retirement Forfeiture	.00	.00	.00
511005	Town Hall	.00	.00	.00
511006	Town Energy Efficiency	.00	.00	.00
511007	Adjustment to Expenditures	.00	.00	.00
511008	Droste Open Space Contribution	.00	.00	.00
511009	Other Expenditures	.00	.00	.00
511009-01	Costs of Issuance	.00	.00	.00
511009-02	Underwriters Discount	.00	.00	.00
511009-03	Refund COP's	.00	.00	.00
511009-04	Accr'd Bond Interest	.00	.00	.00
511010	Aspen School District Contribution	510,000.00	510,000.00	510,000.00
511011	Building 6 Funding	.00	.00	.00
511013	CARES/ARPA Grant - General	.00	.00	.00
511014	Ice Age Expenditures	.00	.00	.00
511015	Employee Housing Purchase	.00	.00	.00
511016	Mental Health/Homeless Services	80,000.00	80,000.00	100,000.00
	Other Expenditures Totals	$590,000.00	$590,000.00	$610,000.00
Other Financing Uses				
520004	Cost of Issuance	.00	.00	.00
520004-01	Cost of Issuance - Underwriters Discount	.00	.00	.00
520004-04	Accrued Bond Interest	.00	.00	.00
520005	Refunding Bond Escrow	.00	.00	.00
	Other Financing Uses Totals	$0.00	$0.00	$0.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **91 - Other Expenditures**				
Division **04 - Fleet Services**				
Operating & Maintenance				
503009-01	Vehicle Expenses - Fuel	.00	.00	.00
503009-02	Vehicle Expenses - Oil	.00	.00	.00
503009-03	Vehicle Expenses - Parts & Supplies	.00	.00	.00
503009-07	Vehicle Expenses - Freight	.00	.00	.00
	Operating & Maintenance Totals	$0.00	$0.00	$0.00
Other Expenditures				
503009-08	Write off- Inventory Parts	.00	.00	.00
	Other Expenditures Totals	$0.00	$0.00	$0.00
	Division **04 - Fleet Services** Totals	$0.00	$0.00	$0.00
Division **54 - Other**				
Other Expenditures				
511012	Other Dept Charges	.00	.00	.00
	Other Expenditures Totals	$0.00	$0.00	$0.00
	Division **54 - Other** Totals	$0.00	$0.00	$0.00
	Department **91 - Other Expenditures** Totals	$1,517,970.00	$1,517,970.00	$918,315.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **001 - General Fund**				
EXPENSE				
Department **92 - Transfers to Other Funds**				
Transfers Out				
510005	Transfer Out to Lottery	.00	.00	.00
510006	Transfer Out to RETT	.00	.00	.00
510007	Transfer Out to Road	.00	.00	.00
510008	Transfer Out to Excise	.00	.00	.00
510009	Transfer Out to Marketing	.00	.00	.00
510010	Transfer Out to Group Sales	.00	.00	.00
510011	Transfer Out to REOP	.00	.00	.00
510050	Transfer Out to Debt Service	.00	.00	.00
510055	Transfer Out to CIP	4,002,000.00	4,002,000.00	2,680,557.00
510055-01	Transfer Out to CIP - Holy Cross Enhancement Funds	.00	.00	.00
510055-02	Transfer Out to CIP - Entryway Improvements	.00	.00	.00
510056	Transfer Out CERF	330,000.00	330,000.00	330,000.00
510060	Transfer Out to Housing	14,150.00	14,150.00	.00
510061	Transfer Out to Mountain View	.00	.00	.00
510062	Transfer Out to Mountain View II	.00	.00	.00
510090	Transfer Out to GID	.00	.00	.00
	Transfers Out Totals	$4,346,150.00	$4,346,150.00	$3,010,557.00
	Department **92 - Transfers to Other Funds** Totals	$4,346,150.00	$4,346,150.00	$3,010,557.00
	EXPENSE TOTALS	$31,156,563.00	$30,605,408.00	$30,010,516.00
	Fund **001 - General Fund** Totals			
	EXPENSE TOTALS	$31,156,563.00	$30,605,408.00	$30,010,516.00
	Fund **001 - General Fund** Totals	($31,156,563.00)	($30,605,408.00)	($30,010,516.00)

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **005 - Lottery Fund**				
REVENUE				
Intergovernmental Revenue				
402006	Lottery Funds	34,464.00	39,286.00	40,465.00
	Intergovernmental Revenue Totals	$34,464.00	$39,286.00	$40,465.00
Miscellaneous				
407001	Interest Income	1,006.00	5,449.00	4,886.00
	Miscellaneous Totals	$1,006.00	$5,449.00	$4,886.00
	REVENUE TOTALS	$35,470.00	$44,735.00	$45,351.00
	Fund **005 - Lottery Fund** Totals			
	REVENUE TOTALS	$35,470.00	$44,735.00	$45,351.00
	Fund **005 - Lottery Fund** Totals	$35,470.00	$44,735.00	$45,351.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **005 - Lottery Fund**				
EXPENSE				
Operating & Maintenance				
503003	Miscellaneous	.00	.00	.00
	Operating & Maintenance Totals	$0.00	$0.00	$0.00
Capital				
507009	Capital Parks & Recreation	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
Transfers Out				
510001	Transfer Out to General	23,000.00	23,000.00	23,000.00
510055-02	Transfer Out to CIP - Entryway Improvements	.00	.00	.00
	Transfers Out Totals	$23,000.00	$23,000.00	$23,000.00
	EXPENSE TOTALS	$23,000.00	$23,000.00	$23,000.00
	Fund **005 - Lottery Fund** Totals			
	EXPENSE TOTALS	$23,000.00	$23,000.00	$23,000.00
	Fund **005 - Lottery Fund** Totals	($23,000.00)	($23,000.00)	($23,000.00)

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **006 - Real Estate Transfer Tax Fund**				
REVENUE				
Taxes				
401005	Real Estate Transfer Tax	6,455,411.00	4,634,498.00	6,521,514.00
	Taxes Totals	$6,455,411.00	$4,634,498.00	$6,521,514.00
Intergovernmental Revenue				
402005-04	Grants - FTA/State Grants	.00	.00	.00
402005-06	Grants - FTA/State Grants	.00	.00	.00
	Intergovernmental Revenue Totals	$0.00	$0.00	$0.00
Miscellaneous				
407001	Interest Income	169,841.00	986,841.00	202,836.00
407002	Penalty & Interest	.00	.00	.00
407003	Miscellaneous Income	.00	.00	.00
407008	Accounts Payable Write Offs	.00	.00	.00
	Miscellaneous Totals	$169,841.00	$986,841.00	$202,836.00
Transfer In From Other Funds				
408001	Transfer In General	.00	.00	.00
408007	Transfer In Road	.00	.00	.00
	Transfer In From Other Funds Totals	$0.00	$0.00	$0.00
	REVENUE TOTALS	$6,625,252.00	$5,621,339.00	$6,724,350.00
Fund **006 - Real Estate Transfer Tax Fund** Totals				
	REVENUE TOTALS	$6,625,252.00	$5,621,339.00	$6,724,350.00
Fund **006 - Real Estate Transfer Tax Fund** Totals		$6,625,252.00	$5,621,339.00	$6,724,350.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**006 - Real Estate Transfer Tax Fund**			
EXPENSE				
Operating & Maintenance				
503003	Miscellaneous	.00	.00	.00
	Operating & Maintenance Totals	$0.00	$0.00	$0.00
Capital				
507008	Capital Transportation	.00	.00	.00
507008-01	Capital Transportation - Buses & Equipment	.00	.00	.00
507008-02	Capital Transportation - Daly Depot/Garage	.00	.00	.00
507008-03	Capital Transportation - Bus Stop Capital Repairs	.00	.00	.00
507008-04	Capital Transportation - Parcel C Video Surveilance	.00	.00	.00
507008-05	Capital Transportation - Transit Office Base Village	.00	.00	.00
507008-06	Capital Transportation - Town Park Station	.00	.00	.00
507008-07	Capital Transportation - Bus Depot Announcement System	.00	.00	.00
507008-08	Capital Transportation - Radio Phone System	.00	.00	.00
507008-09	Capital Transportation - Variable Message GPS	.00	.00	.00
507009	Capital Parks & Recreation	.00	.00	.00
507009-01	Capital Parks & Recreation - Entryway	.00	.00	.00
507009-02	Capital Parks & Recreation - Rodeo Improvements	.00	.00	.00
507009-03	Capital Parks & Recreation - Brush Creek Stream Restoration	.00	.00	.00
507009-04	Capital Parks & Recreation - Roundabout Storm Sewer	.00	.00	.00
507009-05	Capital Parks & Recreation - Trails	.00	.00	.00
507009-06	Capital Parks & Recreation - Open Space Trails Study	.00	.00	.00
507009-07	Capital Parks & Recreation - Ice Rink	.00	.00	.00
507009-08	Capital Parks & Recreation - Town Hall Landscaping	.00	.00	.00
507009-09	Capital Parks & Recreation	.00	.00	.00
507011	Capital Road	.00	.00	.00
507025	Reserves Used	285,317.00	285,317.00	75,721.00
507027	Building Equipment Repair	71,520.00	71,520.00	71,520.00
	Capital Totals	$356,837.00	$356,837.00	$147,241.00
Transfers Out				
510001	Transfer Out to General	.00	.00	.00
510001-01	Transfer Out to General - Transportation	682,810.00	602,810.00	527,348.00
510001-02	Transfer Out to General - Landscaping	857,728.00	857,728.00	896,977.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **006 - Real Estate Transfer Tax Fund**				
EXPENSE				
Transfers Out				
510001-03	Transfer Out to General - Pool & Recreation Center	869,080.00	975,691.00	948,140.00
510001-04	Transfer Out General Fund - Annual Maintenance/SGM	.00	.00	.00
510055	Transfer Out to CIP	12,170,000.00	12,170,000.00	2,125,000.00
510055-01	Transfer Out to CIP - Holy Cross Enhancement Funds	.00	.00	.00
510055-02	Transfer Out to CIP - Entryway Improvements	.00	.00	.00
510056	Transfer Out CERF	.00	.00	.00
510056-01	Transfer Out CERF - Parks and Trails	30,000.00	30,000.00	30,000.00
510056-02	Transfer out CERF - Pool and Recreation	5,000.00	5,000.00	5,000.00
510056-03	Transfer Out CERF - Transportation	705,000.00	705,000.00	705,000.00
	Transfers Out Totals	$15,319,618.00	$15,346,229.00	$5,237,465.00
	EXPENSE TOTALS	$15,676,455.00	$15,703,066.00	$5,384,706.00
Fund **006 - Real Estate Transfer Tax Fund** Totals				
	EXPENSE TOTALS	$15,676,455.00	$15,703,066.00	$5,384,706.00
Fund **006 - Real Estate Transfer Tax Fund** Totals		($15,676,455.00)	($15,703,066.00)	($5,384,706.00)

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **007 - Road Mill Levy Fund**				
REVENUE				
Taxes				
401001-01	Property Taxes - Current Taxes	2,519,013.00	2,518,830.00	3,524,677.00
	Taxes Totals	$2,519,013.00	$2,518,830.00	$3,524,677.00
Charges for Service				
404070	Occupancy Assessments	80,000.00	100,000.00	100,000.00
	Charges for Service Totals	$80,000.00	$100,000.00	$100,000.00
Miscellaneous				
407001	Interest Income	21,943.00	124,731.00	21,783.00
407003	Miscellaneous Income	.00	.00	.00
	Miscellaneous Totals	$21,943.00	$124,731.00	$21,783.00
Transfer In From Other Funds				
408001	Transfer In General	.00	.00	.00
408006	Transfer In RETT	.00	.00	.00
	Transfer In From Other Funds Totals	$0.00	$0.00	$0.00
	REVENUE TOTALS	$2,620,956.00	$2,743,561.00	$3,646,460.00
	Fund **007 - Road Mill Levy Fund** Totals			
	REVENUE TOTALS	$2,620,956.00	$2,743,561.00	$3,646,460.00
	Fund **007 - Road Mill Levy Fund** Totals	$2,620,956.00	$2,743,561.00	$3,646,460.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**007 - Road Mill Levy Fund**			
EXPENSE				
Purchased Services				
502002-02	Consultant - Engineering	.00	.00	.00
502018-02	Collection Fees - Road	51,804.00	50,377.00	93,197.00
	Purchased Services Totals	$51,804.00	$50,377.00	$93,197.00
Operating & Maintenance				
503003	Miscellaneous	.00	.00	.00
503030	Property Tax Rebate	.00	.00	.00
	Operating & Maintenance Totals	$0.00	$0.00	$0.00
Capital				
507025	Reserves Used	543,935.00	543,935.00	795.00
507027	Building Equipment Repair	.00	.00	.00
507100	Road Projects	.00	.00	.00
507101	Road Projects Central	.00	.00	.00
507101-01	Road Projects Central - Brush Creek Road	.00	.00	.00
507101-02	Road Projects Central - Brush Creek Lane	.00	.00	.00
507101-03	Road Projects Central - Deerfield Drive	.00	.00	.00
507101-04	Road Projects Central - Divide Road	.00	.00	.00
507101-05	Road Projects Central - Hawkridge	.00	.00	.00
507101-06	Road Projects Central - Highline Road	.00	.00	.00
507101-07	Road Projects Central - Lot E	.00	.00	.00
507101-08	Road Projects Central - Owl Creek Road	.00	.00	.00
507101-09	Road Projects Central - Rodeo Lot	.00	.00	.00
507101-10	Road Projects Central - Snowmass Creek Road	.00	.00	.00
507101-11	Road Projects Central - Woodbridge Road	.00	.00	.00
507101-12	Road Projects Central - BrushCreek Wood Road Roundabout	.00	.00	.00
507102	Road Projects Country Club	.00	.00	.00
507102-01	Road Projects Country Club - Beaver Court	.00	.00	.00
507102-02	Road Projects Country Club - Fairway Drive	.00	.00	.00
507102-03	Road Projects Country Club - Harlston Green	.00	.00	.00
507102-04	Road Projects Country Club - Snowmass Club Circle	.00	.00	.00
507102-05	Road Projects Country Club - St. Andrews Ct.	.00	.00	.00
507103	Road Projects Horse Ranch	.00	.00	.00
507103-01	Road Projects Horse Ranch - Branding Lane	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**007 - Road Mill Levy Fund**			
EXPENSE	*Capital*			
507103-02	Road Projects Horse Ranch - Bridle Path Lane	.00	.00	.00
507103-03	Road Projects Horse Ranch - Bronco Court	.00	.00	.00
507103-04	Road Projects Horse Ranch - Horse Ranch Drive	.00	.00	.00
507103-05	Road Projects Horse Ranch - Maverick Circle	.00	.00	.00
507103-06	Road Projects Horse Ranch - Pinto Circle	.00	.00	.00
507103-07	Road Projects Horse Ranch - Rodeo Road	.00	.00	.00
507103-08	Road Projects Horse Ranch - Saddleback Lane	.00	.00	.00
507103-09	Road Projects Horse Ranch - Spur Ridge Lane	.00	.00	.00
507103-10	Road Projects Horse Ranch - Stallion	.00	.00	.00
507103-11	Road Projects Horse Ranch - Stallion Circle	.00	.00	.00
507103-12	Road Projects Horse Ranch - Trail Rider Lane	.00	.00	.00
507104	Road Projects Melton Ranch	.00	.00	.00
507104-01	Road Projects Melton Ranch - Lemond Circle	.00	.00	.00
507104-02	Road Projects Melton Ranch - Lemond Place	.00	.00	.00
507104-03	Road Projects Melton Ranch - Meadow Lane	.00	.00	.00
507104-04	Road Projects Melton Ranch - Martingale Place	.00	.00	.00
507104-05	Road Projects Melton Ranch - Meadow Road	.00	.00	.00
507104-06	Road Projects Melton Ranch - Oak Ridge Lane	.00	.00	.00
507104-07	Road Projects Melton Ranch - Oak Ridge Road	.00	.00	.00
507104-08	Road Projects Melton Ranch - Sinclair Lane	.00	.00	.00
507104-09	Road Projects Melton Ranch - Sinclair Road	.00	.00	.00
507104-10	Road Projects Melton Ranch - Summit Lane	.00	.00	.00
507104-11	Road Projects Melton Ranch - Terrace Drive	.00	.00	.00
507104-12	Road Projects Melton Ranch - Wildridge Lane	.00	.00	.00
507105	Road Projects Ridge Run	.00	.00	.00
507105-01	Road Projects Ridge Run - Antler Ridge Lane	.00	.00	.00
507105-02	Road Projects Ridge Run - Baby Doe Lane	.00	.00	.00
507105-03	Road Projects Ridge Run - Buck Lane	.00	.00	.00
507105-04	Road Projects Ridge Run - Deer Lane	.00	.00	.00
507105-05	Road Projects Ridge Run - Deer Ridge Lane	.00	.00	.00
507105-06	Road Projects Ridge Run - East Ridge Road	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**007 - Road Mill Levy Fund**			
EXPENSE				
Capital				
507105-07	Road Projects Ridge Run - Elk Ridge Lane	.00	.00	.00
507105-08	Road Projects Ridge Run - Ermine Lane	.00	.00	.00
507105-09	Road Projects Ridge Run - Faraway Road	.00	.00	.00
507105-10	Road Projects Ridge Run - Maple Ridge Lane	.00	.00	.00
507105-11	Road Projects Ridge Run - North Ridge Lane	.00	.00	.00
507105-12	Road Projects Ridge Run - Ridge Road	.00	.00	.00
507105-13	Road Projects Ridge Run - Stellar Lane	.00	.00	.00
507105-14	Road Projects Ridge Run - View Ridge Lane	.00	.00	.00
507106	Road Projects West Village	.00	.00	.00
507106-01	Road Projects West Village - Burlingame Lane	.00	.00	.00
507106-02	Road Projects West Village - Campground Lane	.00	.00	.00
507106-03	Road Projects West Village - Carriageway	.00	.00	.00
507106-04	Road Projects West Village - Daly Lane	.00	.00	.00
507106-05	Road Projects West Village - Elbert Lane	.00	.00	.00
507106-06	Road Projects West Village - Fall Lane	.00	.00	.00
507106-07	Road Projects West Village - Gallun Lane	.00	.00	.00
507106-08	Road Projects West Village - Lot 1	.00	.00	.00
507106-09	Road Projects West Village - Lot 2	.00	.00	.00
507106-10	Road Projects West Village - Lot 3	.00	.00	.00
507106-11	Road Projects West Village - Lot 4	.00	.00	.00
507106-12	Road Projects West Village - Lot 5	.00	.00	.00
507106-13	Road Projects West Village - Lot 6	.00	.00	.00
507106-14	Road Projects West Village - Lot 7	.00	.00	.00
507106-15	Road Projects West Village - Lot 8	.00	.00	.00
507106-16	Road Projects West Village - Lot 9	.00	.00	.00
507106-17	Road Projects West Village - Lot 10	.00	.00	.00
507106-18	Road Projects West Village - Lot 11	.00	.00	.00
507106-19	Road Projects West Village - Lot 12	.00	.00	.00
507106-20	Road Projects West Village - Lot 13	.00	.00	.00
507106-21	Road Projects West Village - TOV	.00	.00	.00
507107	Road Projects Wood Run	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**007 - Road Mill Levy Fund**			
EXPENSE				
Capital				
507107-01	Road Projects Wood Run - Alpine Lane	.00	.00	.00
507107-02	Road Projects Wood Run - Bridge Lane	.00	.00	.00
507107-03	Road Projects Wood Run - Creek Lane	.00	.00	.00
507107-04	Road Projects Wood Run - Edgewood Lane	.00	.00	.00
507107-05	Road Projects Wood Run - Forest Lane	.00	.00	.00
507107-06	Road Projects Wood Run - Hidden Lane	.00	.00	.00
507107-07	Road Projects Wood Run - Janss Lane	.00	.00	.00
507107-08	Road Projects Wood Run - Little Lane	.00	.00	.00
507107-09	Road Projects Wood Run - Stanton Lane	.00	.00	.00
507107-10	Road Projects Wood Run - Village Run Circle	.00	.00	.00
507107-11	Road Projects Wood Run - Wood Road	.00	.00	.00
507108	Road Projects Two Creeks	.00	.00	.00
507108-01	Road Projects Two Creeks - Blue Spruce Lane	.00	.00	.00
507108-02	Road Projects Two Creeks - East Fork Lane	.00	.00	.00
507108-03	Road Projects Two Creeks - Timber Ridge Lane	.00	.00	.00
507108-04	Road Projects Two Creeks - Two Creeks Drive	.00	.00	.00
507109	Road Projects The Pines	.00	.00	.00
507109-01	Road Projects The Pines - Pinecrest Drive	.00	.00	.00
507109-02	Road Projects The Pines - Spruce Ridge Lane	.00	.00	.00
507110	Way Finding Signs	.00	.00	.00
507111	Crack Sealing	.00	.00	.00
507112	Annual Maintenance	60,979.00	60,979.00	60,979.00
507113	Snowmelt BV Project	.00	.00	.00
	Capital Totals	$604,914.00	$604,914.00	$61,774.00
Transfers Out				
510001	Transfer Out to General	2,116,856.00	2,180,422.00	2,382,725.00
510006	Transfer Out to RETT	.00	.00	.00
510055	Transfer Out to CIP	.00	.00	805,847.00
510056	Transfer Out CERF	350,000.00	350,000.00	350,000.00
	Transfers Out Totals	$2,466,856.00	$2,530,422.00	$3,538,572.00
	EXPENSE TOTALS	$3,123,574.00	$3,185,713.00	$3,693,543.00
	Fund **007 - Road Mill Levy Fund** Totals			

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
	EXPENSE TOTALS	$3,123,574.00	$3,185,713.00	$3,693,543.00
	Fund **007 - Road Mill Levy Fund** Totals	($3,123,574.00)	($3,185,713.00)	($3,693,543.00)

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **008 - Excise Tax Fund**				
REVENUE				
Taxes				
401006	Excise Tax	225,000.00	850,000.00	175,000.00
	Taxes Totals	$225,000.00	$850,000.00	$175,000.00
Intergovernmental Revenue				
402005-07	Grants - CORE	.00	.00	.00
	Intergovernmental Revenue Totals	$0.00	$0.00	$0.00
Contributions				
406005	Housing Mitigation	.00	.00	.00
	Contributions Totals	$0.00	$0.00	$0.00
Miscellaneous				
407001	Interest Income	24,323.00	112,756.00	74,549.00
407003	Miscellaneous Income	.00	.00	.00
407008	Accounts Payable Write Offs	.00	.00	.00
	Miscellaneous Totals	$24,323.00	$112,756.00	$74,549.00
Transfer In From Other Funds				
408001	Transfer In General	.00	.00	.00
408055	Transfer In CIP	.00	.00	.00
	Transfer In From Other Funds Totals	$0.00	$0.00	$0.00
Sale of Assets				
410002	Excise Assets	.00	.00	.00
410002-01	Excise Assets - Rodeo Place Phase I	.00	.00	.00
410002-02	Excise Assets - Rodeo Place Phase II	.00	.00	.00
410002-03	Excise Assets - Country Club Townhomes/Club Villas	.00	.00	.00
	Sale of Assets Totals	$0.00	$0.00	$0.00
Rental Income				
407007-04	Employee Housing - Rent Other	.00	.00	.00
	Rental Income Totals	$0.00	$0.00	$0.00
	REVENUE TOTALS	$249,323.00	$962,756.00	$249,549.00
	Fund **008 - Excise Tax Fund** Totals			
	REVENUE TOTALS	$249,323.00	$962,756.00	$249,549.00
	Fund **008 - Excise Tax Fund** Totals	$249,323.00	$962,756.00	$249,549.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **008 - Excise Tax Fund**				
EXPENSE				
Purchased Services				
502030	Closing Costs	.00	.00	.00
502031	Homeowners Assessment	.00	.00	.00
	Purchased Services Totals	$0.00	$0.00	$0.00
Operating & Maintenance				
503003	Miscellaneous	5,000.00	5,000.00	5,000.00
	Operating & Maintenance Totals	$5,000.00	$5,000.00	$5,000.00
Capital				
507020	Capital Other	.00	.00	.00
507020-98	Capital Other - Rodeo Place Homes & Phase II	.00	.00	.00
507020-99	Capital Other - Prior Year Projects	.00	.00	.00
507021	Capital Projects Hard Costs	.00	.00	.00
507021-01	Capital Projects Hard Costs - Development Charges	.00	.00	.00
507021-02	Capital Projects Hard Costs - Site Construction	.00	.00	.00
507021-03	Capital Projects Hard Costs - Contingency	.00	.00	.00
507022	Capital Projects Soft Costs	.00	.00	.00
507022-01	Capital Projects Soft Costs - Consultants	.00	.00	.00
507022-02	Capital Projects Soft Costs - Other Costs ROI	.00	.00	.00
507022-03	Capital Projects Soft Costs - Owners Rep	.00	.00	.00
507022-04	Capital Projects Soft Costs - Miscellaneous	.00	.00	.00
507024	Capital - Employee Rental Housing	.00	.00	.00
507026	Capital - Purchase of Employee Housing	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
Transfers Out				
510055	Transfer Out to CIP	800,000.00	800,000.00	631,675.00
	Transfers Out Totals	$800,000.00	$800,000.00	$631,675.00
	EXPENSE TOTALS	$805,000.00	$805,000.00	$636,675.00
	Fund **008 - Excise Tax Fund** Totals			
	EXPENSE TOTALS	$805,000.00	$805,000.00	$636,675.00
	Fund **008 - Excise Tax Fund** Totals	($805,000.00)	($805,000.00)	($636,675.00)

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **009 - Tourism Fund**				
REVENUE				
Taxes				
401003-03	Sales Taxes - Marketing	8,416,211.00	9,412,746.00	9,695,129.00
401003-04	Sales Taxes - Lodging	3,099,187.00	3,573,626.00	3,680,835.00
	Taxes Totals	$11,515,398.00	$12,986,372.00	$13,375,964.00
Intergovernmental Revenue				
402005	Grants	10,000.00	10,000.00	10,000.00
	Intergovernmental Revenue Totals	$10,000.00	$10,000.00	$10,000.00
Charges for Service				
404071-01	Event Revenue - Ticket Sales	.00	.00	.00
	Charges for Service Totals	$0.00	$0.00	$0.00
Contributions				
404071-02	Event Revenue - Sponsorships	.00	.00	.00
406007-01	Donations - Events	.00	.00	.00
406007-02	Donations - Ice Age Discovery	.00	.00	.00
	Contributions Totals	$0.00	$0.00	$0.00
Miscellaneous				
407001	Interest Income	135,323.00	871,057.00	634,531.00
407003	Miscellaneous Income	.00	.00	.00
407008	Accounts Payable Write Offs	.00	.00	.00
407018-01	Co-op Reimbursement	.00	.00	.00
407018-02	Co-op Reimbursement - Marketing	12,500.00	12,500.00	12,500.00
407056	Support for Groups	20,000.00	20,000.00	20,000.00
	Miscellaneous Totals	$167,823.00	$903,557.00	$667,031.00
Other Financing Sources				
413001-04	Lease proceeds	.00	.00	56,665.00
	Other Financing Sources Totals	$0.00	$0.00	$56,665.00
	REVENUE TOTALS	$11,693,221.00	$13,899,929.00	$14,109,660.00
	Fund **009 - Tourism Fund** Totals			
	REVENUE TOTALS	$11,693,221.00	$13,899,929.00	$14,109,660.00
	Fund **009 - Tourism Fund** Totals	$11,693,221.00	$13,899,929.00	$14,109,660.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**009 - Tourism Fund**			
EXPENSE				
Personnel Services				
501001-01	Payroll - Regular	1,752,614.00	1,752,614.00	1,820,662.00
501002-01	Payroll Overtime Regular	15,000.00	15,000.00	15,000.00
501003	Payroll Benefits	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	29,190.00	29,190.00	31,500.00
501003-04	Payroll Benefits - Housing Allowance	30,000.00	30,000.00	30,000.00
501003-06	Payroll Benefits - Retirement	154,169.00	154,169.00	185,764.00
501003-08	Payroll Benefits - Medicare	24,390.00	24,390.00	25,301.00
501003-09	Payroll Benefits - Fica	6,547.00	6,547.00	6,943.00
501003-10	Payroll Benefits - Health Insurance	575,929.00	575,929.00	512,233.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	7,684.00	7,684.00	8,562.00
501003-14	Payroll Benefits - Vision Insurance	3,333.00	3,333.00	3,030.00
501003-15	Payroll Benefits - Standard - Life / AD& D	10,501.00	10,501.00	10,051.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	169.00	169.00	154.00
501003-18	Payroll Benefits - Long Term Disability	13,736.00	13,736.00	13,112.00
501003-19	Payroll Benefits - Unemployment Insurance	3,535.00	3,535.00	3,671.00
501003-20	Payroll Benefits - Workmans Comp	1,584.00	1,584.00	1,180.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00
501004	Training/ Registrations	30,350.00	30,350.00	30,000.00
501005-01	Travel & Meeting Expenses - Marketing	37,500.00	30,000.00	40,000.00
501005-02	Travel & Meeting Expenses - Groups	89,000.00	89,000.00	100,000.00
501005-03	Travel & Meeting Expenses - Special Events	7,500.00	7,500.00	7,500.00
	Personnel Services Totals	$2,792,731.00	$2,785,231.00	$2,844,663.00
Purchased Services				
502001	Legal Fees Special Counsel	.00	.00	.00
502002	Consultant	.00	.00	.00
502003	Contract Service	37,000.00	30,000.00	58,000.00
502004	Telephone	14,720.00	14,720.00	14,720.00
502007-01	Maintenance Agreements - Copier	5,000.00	3,000.00	3,000.00
502008-01	Repairs - Equipment	2,000.00	2,000.00	2,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**009 - Tourism Fund**			
EXPENSE				
Purchased Services				
502009-01	Mailing - Postage	3,500.00	1,000.00	2,500.00
502009-03	Mailing - Tradeshows	2,000.00	1,000.00	1,500.00
502010-03	Utilities - Electric	1,000.00	1,000.00	1,000.00
502013-01	Leased Equipment - Copier	6,000.00	6,000.00	6,000.00
502013-11	Leased Equipment - Interest	.00	.00	.00
502013-12	Leased Equipment - Principal	.00	.00	.00
502017	Audit	9,191.00	9,191.00	10,110.00
502019	Software Licensing	60,200.00	60,200.00	64,200.00
502029	Accounting & Administrative Fee	35,224.00	35,224.00	36,985.00
	Purchased Services Totals	$175,835.00	$163,335.00	$200,015.00
Operating & Maintenance				
503001-02	Advertising - Jobs	.00	.00	.00
503002	Dues, Memberships, Subscriptions	19,425.00	19,425.00	22,564.00
503003	Miscellaneous	16,000.00	16,000.00	15,000.00
503005-01	Supplies - Office	12,000.00	18,000.00	10,000.00
503005-30	Supplies - Events	20,000.00	20,000.00	25,000.00
503006	Equipment	.00	.00	.00
503007-01	Building Lease Payments - Rent	123,600.00	8,300.00	8,632.00
503007-02	Building Lease Payments - CAMS	8,015.00	8,015.00	8,688.00
503007-06	Building Lease Payments - Town Hall	.00	118,469.00	122,023.00
503007-11	Building Lease Payments - Rent Interest	.00	.00	.00
503007-12	Building Lease Payments - Rent principal	.00	.00	.00
503008-01	Insurance - Building	272.00	272.00	104.00
503008-02	Insurance - Vehicle	360.00	360.00	623.00
503009-01	Vehicle Expenses - Fuel	2,800.00	2,800.00	1,500.00
503009-02	Vehicle Expenses - Oil	.00	.00	.00
503009-03	Vehicle Expenses - Parts & Supplies	990.00	3,000.00	1,500.00
503009-04	Vehicle Expenses - Equipment	.00	.00	.00
503009-06	Vehicle Expenses - Labor	3,500.00	3,500.00	4,000.00
503027	Office Equipment	10,000.00	10,000.00	10,000.00
503028	Sky Cab/Skittles	54,000.00	54,000.00	70,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**009 - Tourism Fund**			
EXPENSE				
Operating & Maintenance				
	Operating & Maintenance Totals	$270,962.00	$282,141.00	$299,634.00
Capital				
507001-01	Cash Purchases - Vehicles	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00
507020-01	Capital Other - Leases	.00	.00	56,665.00
	Capital Totals	$0.00	$0.00	$56,665.00
Transfers Out				
510001	Transfer Out to General	.00	.00	.00
510055	Transfer Out to CIP	575,000.00	575,000.00	825,000.00
510055-03	Transfer Out CIP - Housing	.00	4,600,000.00	5,000,000.00
510056	Transfer Out CERF	.00	.00	.00
	Transfers Out Totals	$575,000.00	$5,175,000.00	$5,825,000.00
Other Expenditures				
511001	Write Offs Accounts Receivables	.00	.00	.00
	Other Expenditures Totals	$0.00	$0.00	$0.00
Marketing				
550001	Airline Support	40,000.00	40,000.00	40,000.00
550001-01	Airline Support - Delta	.00	.00	.00
550002	Signage	40,000.00	32,500.00	30,000.00
550003	Premiums	70,000.00	70,000.00	75,000.00
550004-01	Summer Marketing - Collateral	100,000.00	100,000.00	100,000.00
550004-02	Summer Marketing - Advertising	740,000.00	740,000.00	809,000.00
550004-03	Summer Marketing - Photography	63,000.00	63,000.00	84,000.00
550005-01	Winter Marketing - Collateral	90,000.00	90,000.00	90,000.00
550005-02	Winter Marketing - Advertising	820,000.00	820,000.00	900,000.00
550005-03	Winter Marketing - Photography	63,000.00	63,000.00	85,000.00
550006-01	Online - Web Design & Maintenance	40,000.00	40,000.00	30,000.00
550006-02	Online - Social Media	65,000.00	55,000.00	32,000.00
550006-03	Online - Search Engine Optimization & Marketing	117,000.00	117,000.00	137,000.00
550006-04	Online - E-mail & Content Marketing	17,000.00	15,000.00	13,500.00
550006-05	Online - Miscellaneous	2,500.00	2,500.00	2,500.00
550007	RRC Occupancy	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **009 - Tourism Fund**				
EXPENSE				
Marketing				
550009	Competitive Analysis	29,000.00	29,000.00	50,000.00
550012	Ice Age Discovery Center	225,000.00	225,000.00	75,000.00
550013	Research Survey	15,000.00	15,000.00	45,000.00
550014-01	Marketing - Collateral	5,000.00	5,000.00	5,000.00
550014-02	Marketing - Industry Print Ads	106,000.00	106,000.00	106,000.00
550014-03	Marketing - Online	78,500.00	78,500.00	87,500.00
550015-01	Direct Sales - Tradeshows	72,800.00	105,000.00	110,345.00
550015-03	Direct Sales - Client Entertainment	40,000.00	35,000.00	40,000.00
550015-04	Direct Sales - FAM	116,000.00	116,000.00	166,000.00
550016	Support for Groups	139,000.00	100,000.00	100,000.00
550017	One Time Expenses	15,000.00	15,000.00	.00
	Marketing Totals	$3,108,800.00	$3,077,500.00	$3,212,845.00
Special Events				
550008	Sponsorship Tool	13,000.00	13,000.00	13,000.00
550010	Summer Events	1,230,000.00	1,230,000.00	1,164,900.00
550010-01	Town Services	150,000.00	150,000.00	150,000.00
550011	Winter Events	845,000.00	845,000.00	775,000.00
	Special Events Totals	$2,238,000.00	$2,238,000.00	$2,102,900.00
Client Interaction and Public Relations				
560001	Public Relations	153,000.00	153,000.00	153,000.00
560002	Rebate	55,000.00	49,450.00	80,000.00
560003	Stimulus Rebate	.00	.00	.00
	Client Interaction and Public Relations Totals	$208,000.00	$202,450.00	$233,000.00
	EXPENSE TOTALS	$9,369,328.00	$13,923,657.00	$14,774,722.00
	Fund **009 - Tourism Fund** Totals			
	EXPENSE TOTALS	$9,369,328.00	$13,923,657.00	$14,774,722.00
	Fund **009 - Tourism Fund** Totals	($9,369,328.00)	($13,923,657.00)	($14,774,722.00)

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**011 - Renewable Energy Offset**			
REVENUE				
Charges for Service				
404071	Special Events Revenue	.00	.00	.00
404072	Renewable Energy Offset	5,000.00	70,000.00	20,000.00
	Charges for Service Totals	$5,000.00	$70,000.00	$20,000.00
Miscellaneous				
407001	Interest Income	3,323.00	41,656.00	27,363.00
	Miscellaneous Totals	$3,323.00	$41,656.00	$27,363.00
	REVENUE TOTALS	$8,323.00	$111,656.00	$47,363.00
Fund	**011 - Renewable Energy Offset** Totals			
	REVENUE TOTALS	$8,323.00	$111,656.00	$47,363.00
Fund	**011 - Renewable Energy Offset** Totals	$8,323.00	$111,656.00	$47,363.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**011 - Renewable Energy Offset**			
EXPENSE				
Purchased Services				
502003	Contract Service	300,000.00	300,000.00	300,000.00
502010-07	Utilities- Holy Cross PuRE Program	.00	.00	.00
	Purchased Services Totals	$300,000.00	$300,000.00	$300,000.00
Operating & Maintenance				
503003	Miscellaneous	30,000.00	30,000.00	30,000.00
	Operating & Maintenance Totals	$30,000.00	$30,000.00	$30,000.00
Transfers Out				
510055	Transfer Out to CIP	.00	.00	.00
	Transfers Out Totals	$0.00	$0.00	$0.00
	EXPENSE TOTALS	$330,000.00	$330,000.00	$330,000.00
Fund	**011 - Renewable Energy Offset** Totals			
	EXPENSE TOTALS	$330,000.00	$330,000.00	$330,000.00
Fund	**011 - Renewable Energy Offset** Totals	($330,000.00)	($330,000.00)	($330,000.00)

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **012 - POST Grant**				
REVENUE				
Intergovernmental Revenue				
402005-09	Grants- Police Training	110,746.00	207,755.00	62,182.00
	Intergovernmental Revenue Totals	$110,746.00	$207,755.00	$62,182.00
	REVENUE TOTALS	$110,746.00	$207,755.00	$62,182.00
Fund **012 - POST Grant** Totals				
	REVENUE TOTALS	$110,746.00	$207,755.00	$62,182.00
Fund **012 - POST Grant** Totals		$110,746.00	$207,755.00	$62,182.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **012 - POST Grant**				
EXPENSE				
POST Grant				
565001	POST Training	.00	.00	.00
565001-98	POST Training Jan-June	70,288.00	57,044.00	51,800.00
565001-99	POST Training July-Dec	.00	57,391.00	.00
565002	POST Scholarships	.00	.00	.00
565002-01	POST Scholarships Jan-June	22,558.00	35,802.00	.00
565002-02	POST Scholarships July-Dec	.00	27,476.00	.00
565003	POST Grant Contract Service	.00	.00	.00
565003-01	POST Grant Contract Service Jan-June	7,542.00	6,285.00	6,921.00
565003-02	POST Grant Contract Service July-Dec	.00	6,922.00	.00
565004	POST Equipment	.00	.00	.00
565004-01	POST Equipment Jan-June	4,056.00	4,056.00	.00
565004-02	POST Equipment July-Dec	.00	1,760.00	.00
565005	POST Grant Management	.00	.00	.00
565005-01	POST Grant Management Jan-June	6,302.00	7,559.00	3,461.00
565005-02	POST Grant Management July-Dec	.00	3,460.00	.00
	POST Grant Totals	$110,746.00	$207,755.00	$62,182.00
	EXPENSE TOTALS	$110,746.00	$207,755.00	$62,182.00
	Fund **012 - POST Grant** Totals			
	EXPENSE TOTALS	$110,746.00	$207,755.00	$62,182.00
	Fund **012 - POST Grant** Totals	($110,746.00)	($207,755.00)	($62,182.00)

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **050 - Debt Service Funds**				
REVENUE				
Taxes				
401001-01	Property Taxes - Current Taxes	262,194.00	262,194.00	262,082.00
	Taxes Totals	$262,194.00	$262,194.00	$262,082.00
Miscellaneous				
407001	Interest Income	.00	.00	.00
407003	Miscellaneous Income	.00	.00	.00
	Miscellaneous Totals	$0.00	$0.00	$0.00
Other Financing Sources				
413001	Proceeds From Bond Issue	.00	.00	.00
413001-01	Proceeds from COP	.00	.00	.00
413001-02	Proceeds from Note	.00	.00	.00
413001-03	Issuance-Premium	.00	.00	.00
	Other Financing Sources Totals	$0.00	$0.00	$0.00
	REVENUE TOTALS	$262,194.00	$262,194.00	$262,082.00
	Fund **050 - Debt Service Funds** Totals			
	REVENUE TOTALS	$262,194.00	$262,194.00	$262,082.00
	Fund **050 - Debt Service Funds** Totals	$262,194.00	$262,194.00	$262,082.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **050 - Debt Service Funds**				
EXPENSE				
Other Financing Uses				
520004	Cost of Issuance	.00	.00	.00
520004-01	Cost of Issuance - Underwriters Discount	.00	.00	.00
520005	Refunding Bond Escrow	.00	.00	.00
	Other Financing Uses Totals	$0.00	$0.00	$0.00
Debt Expense				
520001	Bond Principal	.00	.00	.00
520001-01	Bond Principal - Operations Facility	.00	.00	.00
520001-02	Bond Principal - Road	.00	.00	.00
520001-03	Bond Principal - Droste	.00	.00	.00
520001-04	Bond Principal - Rodeo	.00	.00	.00
520001-05	Bond Principal - Pool	.00	.00	.00
520001-06	Bond Principal - Recreation Center	240,000.00	240,000.00	245,000.00
520002	Bond Interest	.00	.00	.00
520002-01	Bond Interest - Operations Facility	.00	.00	.00
520002-02	Bond Interest - Road	.00	.00	.00
520002-03	Bond Interest - Droste	.00	.00	.00
520002-04	Bond Interest - Rodeo	.00	.00	.00
520002-05	Bond Interest - Pool	.00	.00	.00
520002-06	Bond Interest - Recreation Center	21,194.00	21,194.00	16,082.00
520003	Bond Bank Fees	.00	.00	.00
520003-01	Bond Bank Fees - Operations Facility	.00	.00	.00
520003-02	Bond Bank Fees - Road	.00	.00	.00
520003-03	Bond Bank Fees - Droste	.00	.00	.00
520003-04	Bond Bank Fees - Rodeo	.00	.00	.00
520003-05	Bond Bank Fees - Pool	.00	.00	.00
520003-06	Bond Bank Fees - Recreation Center	1,000.00	1,000.00	1,000.00
	Debt Expense Totals	$262,194.00	$262,194.00	$262,082.00
	EXPENSE TOTALS	$262,194.00	$262,194.00	$262,082.00
Fund **050 - Debt Service Funds** Totals	EXPENSE TOTALS	$262,194.00	$262,194.00	$262,082.00
Fund **050 - Debt Service Funds** Totals		($262,194.00)	($262,194.00)	($262,082.00)

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**055 - Capital Improvement Program**			
REVENUE				
Intergovernmental Revenue				
402005-03	Grants - FTA-5311 Rural Admin & Operating Grant	2,762,280.00	.00	.00
402005-12	Grants - MMOF	.00	.00	.00
402005-16	Grants - Federal Mall Transit	13,500,000.00	.00	.00
402005-17	Grants - Colorado Energy Office	18,000.00	18,000.00	.00
402005-18	Grants - MMOF #2	1,500,000.00	.00	.00
402005-19	Grants - State Mall Transit	4,500,000.00	.00	.00
402009	DOLA-Phase 1	109,513.00	109,513.00	.00
402009-02	DOLA-Phase 2	644,296.00	200,000.00	444,296.00
	Intergovernmental Revenue Totals	$23,034,089.00	$327,513.00	$444,296.00
Contributions				
406007-03	Donations - Trails	200,000.00	200,000.00	.00
406008	EOTC	6,000,000.00	.00	6,500,000.00
406010	CORE	.00	.00	50,000.00
406011	Contributions Holy Cross	140,425.00	165,425.00	.00
406012	RFTA Contributions	2,000,000.00	.00	650,000.00
	Contributions Totals	$8,340,425.00	$365,425.00	$7,200,000.00
Miscellaneous				
407003	Miscellaneous Income	115,000.00	115,000.00	.00
	Miscellaneous Totals	$115,000.00	$115,000.00	$0.00
Transfer In From Other Funds				
408001	Transfer In General	4,002,000.00	4,002,000.00	2,680,557.00
408006	Transfer In RETT	12,170,000.00	12,170,000.00	2,125,000.00
408007	Transfer In Road	.00	.00	805,847.00
408008	Transfer In Excise	800,000.00	800,000.00	631,675.00
408009	Transfer in Tourism	375,000.00	575,000.00	825,000.00
408009-01	Transfer in Tourism for Housing	.00	4,600,000.00	5,000,000.00
408010	Transfer In Group Sales	200,000.00	.00	.00
408011	Transfer In REOP	.00	.00	.00
408060	Transfer In Housing	900,000.00	900,000.00	900,000.00
408061	Transfer In Mountain View	.00	.00	.00
	Transfer In From Other Funds Totals	$18,447,000.00	$23,047,000.00	$12,968,079.00
Other Financing Sources				
413001-05	Other Financing Sources - Other	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**055 - Capital Improvement Program**			
REVENUE				
Other Financing Sources				
	Other Financing Sources Totals	$0.00	$0.00	$0.00
	REVENUE TOTALS	$49,936,514.00	$23,854,938.00	$20,612,375.00
Fund	**055 - Capital Improvement Program** Totals			
	REVENUE TOTALS	$49,936,514.00	$23,854,938.00	$20,612,375.00
Fund	**055 - Capital Improvement Program** Totals	$49,936,514.00	$23,854,938.00	$20,612,375.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**055 - Capital Improvement Program**			
EXPENSE				
Capital				
507020	Capital Other	.00	.00	.00
507020-99	Capital Other - Prior Year Projects	.00	.00	.00
507021	Capital Projects Hard Costs	.00	.00	.00
507021-01	Capital Projects Hard Costs - Development Charges	.00	.00	.00
507021-02	Capital Projects Hard Costs - Site Construction	.00	.00	.00
507021-03	Capital Projects Hard Costs - Contingency	.00	.00	.00
507022	Capital Projects Soft Costs	.00	.00	.00
507022-01	Capital Projects Soft Costs - Consultants	.00	.00	.00
507022-02	Capital Projects Soft Costs - Other Costs ROI	.00	.00	.00
507022-03	Capital Projects Soft Costs - Owners Rep	.00	.00	.00
507022-04	Capital Projects Soft Costs - Miscellaneous	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**055 - Capital Improvement Program**			
EXPENSE				
Department	**71 - Facilities**			
Division	**50 - General Government**			
Capital				
571001	MBCx Project	.00	.00	.00
571002	Marketing Reconfiguration Improvements	.00	.00	.00
571003	Town Hall Parking Expansion	.00	.00	.00
571005	Little Red Schoolhouse Expansion	.00	.00	300,000.00
	Capital Totals	$0.00	$0.00	$300,000.00
Division	**50 - General Government** Totals	$0.00	$0.00	$300,000.00
Division	**51 - Public Works**			
Capital				
571302	Public Works Facility Fuel Island	.00	.00	.00
571303	PW Facility Remodel	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
Division	**51 - Public Works** Totals	$0.00	$0.00	$0.00
Division	**52 - Transportation and Fleet**			
Capital				
571402	Town Park Station Concrete Project	90,322.00	90,322.00	.00
571403	Mall - RFTA Depot	33,598,774.00	240,000.00	9,500,000.00
571404	Bus Stop Improvement Project	25,000.00	25,000.00	210,000.00
571405	Parcel C Restroom Repair & Remodel	.00	.00	.00
571406	Meadow Ranch Bus Stop Project	237,380.00	237,380.00	.00
571408	Daly Lane Depot Roof	.00	.00	.00
571409	Electric Vehicle Stations	92,000.00	92,000.00	150,000.00
571410	Bus Facility Feasibility Study	.00	.00	.00
571411	Computer aided dispatch/automated vehicle locator	250,000.00	250,000.00	900,000.00
571412	New WeCycle Stations	.00	.00	55,000.00
	Capital Totals	$34,293,476.00	$934,702.00	$10,815,000.00
Division	**52 - Transportation and Fleet** Totals	$34,293,476.00	$934,702.00	$10,815,000.00
Division	**53 - Cultural and Recreational**			
Capital				
571502	Pool Shade Structure	.00	.00	.00
571503	Water Slide - Replace slide & add'l slide	.00	.00	400,000.00
571504	Pool Refurbishment	.00	.00	.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**055 - Capital Improvement Program**			
EXPENSE				
Department	**71 - Facilities**			
Division	**53 - Cultural and Recreational**			
Capital				
571506	Recreation Center Locker Room Expansion	35,000.00	35,000.00	.00
571508	Rec Center - Pool Rehabilitation	.00	.00	.00
	Capital Totals	$35,000.00	$35,000.00	$400,000.00
	Division **53 - Cultural and Recreational** Totals	$35,000.00	$35,000.00	$400,000.00
	Department **71 - Facilities** Totals	$34,328,476.00	$969,702.00	$11,515,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**055 - Capital Improvement Program**			
EXPENSE				
Department	**72 - Land and Land Improvements**			
Division	**55 - Parks and Trails**			
Capital				
571501	Town Park Phase 1	5,473,201.00	3,000,000.00	3,473,201.00
572000	Hard Surface Trail Improvements	576,061.00	451,061.00	800,000.00
572001	Bike Skills Trail	.00	.00	.00
572004	Softball Field Redesign	.00	.00	.00
572006	Ice Rink Relocation	.00	.00	.00
572007	Town Park Station Pond-Outlet Structure Improvements	.00	.00	.00
572008	Ice Rink Equipment	.00	.00	.00
572012	Soft Surface Trail Improvements	72,525.00	72,525.00	25,000.00
572014	Skatepark Repairs	.00	.00	.00
572017	Playground Restoration Project	60,000.00	.00	60,000.00
572018	Town Park Phase 2	1,000,000.00	.00	.00
	Capital Totals	$7,181,787.00	$3,523,586.00	$4,358,201.00
	Division **55 - Parks and Trails** Totals	$7,181,787.00	$3,523,586.00	$4,358,201.00
Department	**72 - Land and Land Improvements** Totals	$7,181,787.00	$3,523,586.00	$4,358,201.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**055 - Capital Improvement Program**			
EXPENSE				
Department	**73 - Roads**			
Division	**56 - Streetscape**			
Capital				
573001	Retaining Wall Replacement Program	145,000.00	145,000.00	70,000.00
573002	Guardrail Relplacement Program	.00	.00	.00
573003	Median Improvements	35,000.00	35,000.00	.00
	Capital Totals	$180,000.00	$180,000.00	$70,000.00
	Division **56 - Streetscape** Totals	$180,000.00	$180,000.00	$70,000.00
Division	**57 - Street Improvements**			
Capital				
573200	Brush Creek/Wood Road Intersection Improvements	.00	.00	.00
573201	Brush Creek/Owl Creek Road Intersection Improvements	4,420,070.00	4,420,070.00	.00
573202	Bridge Program	.00	.00	.00
573207	Paving Projects	400,000.00	400,000.00	1,225,847.00
573208	Brush Creek/Owl Creek Roundabout	.00	.00	250,000.00
	Capital Totals	$4,820,070.00	$4,820,070.00	$1,475,847.00
	Division **57 - Street Improvements** Totals	$4,820,070.00	$4,820,070.00	$1,475,847.00
Division	**58 - Multi Modal/Alternative Mobility**			
Capital				
573600	Way Finding Sign Program	.00	.00	.00
573601	Fairway 3 Bike Path Restoration Project	.00	.00	.00
573606	Wood Bridge Maintenance/Upgrades	297,675.00	227,675.00	.00
573607	Trail Way Finding Program	.00	.00	.00
573610	Brush Creek Road Crossing Improvements	.00	.00	.00
573612	Walkway-Faraway to Upper Kearns	.00	.00	.00
573615	Brush Creek Road Pedestrian Improve - Upper Kearns to Divide Rd	60,000.00	60,000.00	.00
573616	Brush Creek Road Pedestrian Improvements - Mtn View to Mall	638,870.00	.00	1,288,870.00
573617	Brush Creek Road Pedestrian Improvements-Sinclair Road Intersect	.00	.00	.00
573618	Brush Creek Road Pedestrian Improvements-Town Park Station	.00	.00	.00
573619	Highline Road Pedestrian Improvements	238,872.00	11,000.00	227,872.00
573625	Brush Creek Road to Brush Creek Lane	.00	.00	.00
573626	Connecting Village Nodes	400,000.00	.00	400,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**055 - Capital Improvement Program**			
EXPENSE				
Department	**73 - Roads**			
Division	**58 - Multi Modal/Alternative Mobility**			
Capital				
	Capital Totals	$1,635,417.00	$298,675.00	$1,916,742.00
Division	**58 - Multi Modal/Alternative Mobility** Totals	$1,635,417.00	$298,675.00	$1,916,742.00
Department	**73 - Roads** Totals	$6,635,487.00	$5,298,745.00	$3,462,589.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**055 - Capital Improvement Program**			
EXPENSE				
Department	**74 - Utilities**			
Division	**61 - Utilities**			
Capital				
574000	MBCx Snowmelt Implementation Design	.00	.00	.00
574001	Snowmelt BV Controls Project	.00	.00	.00
574002	Snowmelt Lot 2 Boiler Replacement Project	.00	.00	.00
574003	Snowmelt Parcel C Boiler Replacement Project	.00	.00	.00
574004	Snowmelt TOV Boiler Replacement Project	21,721.00	21,721.00	.00
574005	Snowmelt BV Boiler Project	141,992.00	141,992.00	.00
574007	Upper Town Hall Entry and Lights	.00	.00	.00
574008	Solar Renewables Project	.00	.00	.00
574009	Micro Hydro Renewables Project	.00	.00	.00
574010	Snowmelt - Lower Carriageway Snowmelt Vault	500,000.00	500,000.00	.00
	Capital Totals	$663,713.00	$663,713.00	$0.00
	Division **61 - Utilities** Totals	$663,713.00	$663,713.00	$0.00
	Department **74 - Utilities** Totals	$663,713.00	$663,713.00	$0.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**055 - Capital Improvement Program**			
EXPENSE				
Department	**75 - Stormwater and Drainage**			
Division	**62 - Stormwater and Drainage**			
Capital				
575000	Stormwater and Drainage	18,188.00	18,188.00	50,000.00
575001	Brush Creek Stream Restoration Project	.00	.00	.00
575002	Brush Creek Culvert - Kearns Road	6,500,000.00	3,800,000.00	2,700,000.00
	Capital Totals	$6,518,188.00	$3,818,188.00	$2,750,000.00
	Division **62 - Stormwater and Drainage** Totals	$6,518,188.00	$3,818,188.00	$2,750,000.00
	Department **75 - Stormwater and Drainage** Totals	$6,518,188.00	$3,818,188.00	$2,750,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**055 - Capital Improvement Program**			
EXPENSE				
Department	**76 - Strategic Planning**			
Division	**64 - Planning and Consulting**			
Capital				
576100	Community Plan Update	.00	.00	.00
576102	Parks, Open Space, Trails and Rec Master Plan POSTR	.00	.00	.00
576103	Community Connectivity Plan	.00	.00	.00
576104	Entryway (Phase III) Planning Project	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00
Division	**64 - Planning and Consulting** Totals	$0.00	$0.00	$0.00
Department	**76 - Strategic Planning** Totals	$0.00	$0.00	$0.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**055 - Capital Improvement Program**			
EXPENSE				
Department	**77 - Communications and Technology**			
Division	**69 - Communications and Technology**			
Capital				
577000	Parking Lot Permitting System	85,000.00	35,557.00	100,000.00
577001	GIS Systems Enhancement	.00	.00	.00
577003	Enterprise Content Management -Laserfiche	.00	.00	.00
577004	Network Cabling Enhancements	.00	.00	.00
577006	Municipal Fiber Network or Wireless Mesh	1,174,203.00	200,000.00	974,203.00
577007	Council Chambers and Meeting Room AV	.00	.00	.00
577008	800 Mhz Radio System	.00	.00	.00
577010	Fiber Project	646,137.00	646,137.00	.00
	Capital Totals	$1,905,340.00	$881,694.00	$1,074,203.00
	Division **69 - Communications and Technology** Totals	$1,905,340.00	$881,694.00	$1,074,203.00
	Department **77 - Communications and Technology** Totals	$1,905,340.00	$881,694.00	$1,074,203.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**055 - Capital Improvement Program**			
EXPENSE				
Department	**78 - Housing**			
Division	**65 - Housing Projects**			
Capital				
578000	Creekside exterior housing renovations	.00	.00	.00
578001	Draw Site Employee Housing Project	456,499.00	456,499.00	500,000.00
578002	Brush Creek & Palisades- Building Renovations	.00	.00	.00
578003	Villas North-Exterior	.00	.00	.00
578005	Mountain View I Renovation Design	3,733,080.00	3,733,080.00	.00
578006	Mountain View II- Interior Renovations	.00	.00	.00
578007	Coffey Place	.00	.00	.00
578008	Housing Land Opportunities	18,000.00	.00	25,000.00
578009	Carriageway Apartments	.00	.00	75,000.00
578010	Daly Townhomes Retaining Wall	.00	.00	.00
578011	Snowmass Inn-Interior	227,543.00	227,543.00	.00
578012	Housing Master Plan	.00	.00	.00
578013	Snowmass Inn-Exterior	.00	.00	2,000,000.00
578014	Mountain View I - Interior Renovations	.00	.00	.00
578015	Next Project	.00	.00	.00
578016	Housing at Public Works	.00	.00	.00
578017	Faraway Apartments	.00	.00	4,675,000.00
578018	WMRHC Buy-Down Program	.00	.00	250,000.00
578019	Mountain View II- Exterior Renovations	.00	.00	.00
	Capital Totals	$4,435,122.00	$4,417,122.00	$7,525,000.00
	Division **65 - Housing Projects** Totals	$4,435,122.00	$4,417,122.00	$7,525,000.00
	Department **78 - Housing** Totals	$4,435,122.00	$4,417,122.00	$7,525,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**055 - Capital Improvement Program**			
EXPENSE				
Department	**79 - Other CIP**			
Division	**66 - Solid Waste**			
Capital				
579001	Solid Waste Management Plan	.00	.00	.00
579002	Town Hall Trash/Recycle Dumpster Shed	36,500.00	36,500.00	125,000.00
	Capital Totals	$36,500.00	$36,500.00	$125,000.00
Division	**66 - Solid Waste** Totals	$36,500.00	$36,500.00	$125,000.00
Division	**70 - Snowmass Tourism**			
Capital				
579300	Snowmass Tourism Product Enhancement	400,000.00	400,000.00	400,000.00
579301	Stage Roof	.00	.00	.00
579302	Fanny Hill Improvements	193,757.00	193,757.00	100,000.00
579303	Discovery, Next Phase	.00	.00	75,000.00
579304	Large Mastodon	.00	.00	250,000.00
	Capital Totals	$593,757.00	$593,757.00	$825,000.00
Division	**70 - Snowmass Tourism** Totals	$593,757.00	$593,757.00	$825,000.00
Division	**71 - Other**			
Capital				
579400	Supplemental Project Costs	805,000.00	1,000,000.00	1,000,000.00
	Capital Totals	$805,000.00	$1,000,000.00	$1,000,000.00
Division	**71 - Other** Totals	$805,000.00	$1,000,000.00	$1,000,000.00
Department	**79 - Other CIP** Totals	$1,435,257.00	$1,630,257.00	$1,950,000.00
	EXPENSE TOTALS	$63,103,370.00	$21,203,007.00	$32,634,993.00
Fund	**055 - Capital Improvement Program** Totals			
	EXPENSE TOTALS	$63,103,370.00	$21,203,007.00	$32,634,993.00
Fund	**055 - Capital Improvement Program** Totals	($63,103,370.00)	($21,203,007.00)	($32,634,993.00)

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund **056 - Capital Equipment Reserve Fund**				
REVENUE				
Intergovernmental Revenue				
402005-04	Grants - FTA/State Grants	384,109.00	467,493.00	.00
	Intergovernmental Revenue Totals	$384,109.00	$467,493.00	$0.00
Transfer In From Other Funds				
408001	Transfer In General	330,000.00	330,000.00	330,000.00
408006	Transfer In RETT	.00	.00	.00
408006-01	Transfer In RETT - Parks and Trails	30,000.00	30,000.00	30,000.00
408006-02	Transfer In RETT - Pool and Recreation	5,000.00	5,000.00	5,000.00
408006-03	Transfer In RETT - Transportation	705,000.00	705,000.00	705,000.00
408007	Transfer In Road	350,000.00	350,000.00	350,000.00
408009	Transfer in Tourism	.00	.00	.00
408010	Transfer In Group Sales	.00	.00	.00
	Transfer In From Other Funds Totals	$1,420,000.00	$1,420,000.00	$1,420,000.00
Sale of Assets				
410001	General Assets	.00	.00	.00
	Sale of Assets Totals	$0.00	$0.00	$0.00
	REVENUE TOTALS	$1,804,109.00	$1,887,493.00	$1,420,000.00
Fund **056 - Capital Equipment Reserve Fund** Totals				
	REVENUE TOTALS	$1,804,109.00	$1,887,493.00	$1,420,000.00
Fund **056 - Capital Equipment Reserve Fund** Totals		$1,804,109.00	$1,887,493.00	$1,420,000.00

Account	Account Description	2023 Amended Budget	2023 Projected Budget	2024 Town Manager
Fund	**056 - Capital Equipment Reserve Fund**			
EXPENSE				
Capital				
507004	Capital Town Clerk	38,331.00	.00	120,170.00
507006	Capital Community Development	.00	.00	40,638.00
507007	Capital Public Safety	.00	.00	.00
507008	Capital Transportation	591,218.00	590,681.00	300,399.00
507009-11	Capital Parks & Recreation - Parks and Trails CERF	70,780.00	40,373.00	13,525.00
507009-12	Capital Parks & Recreation - Pool and Rec CERF	40,500.00	40,500.00	.00
507010	Capital Facility Management	63,490.00	.00	59,536.00
507011	Capital Road	1,079,654.00	338,000.00	632,221.00
507012	Capital Solid Waste	460,206.00	466,606.00	331,257.00
507013	Capital Shop	.00	.00	.00
507016	Capital Public Works Admin	26,218.00	.00	39,453.00
507019	Capital Tourism	.00	.00	.00
	Capital Totals	$2,370,397.00	$1,476,160.00	$1,537,199.00
	EXPENSE TOTALS	$2,370,397.00	$1,476,160.00	$1,537,199.00
Fund	**056 - Capital Equipment Reserve Fund** Totals			
	EXPENSE TOTALS	$2,370,397.00	$1,476,160.00	$1,537,199.00
Fund	**056 - Capital Equipment Reserve Fund** Totals	($2,370,397.00)	($1,476,160.00)	($1,537,199.00)

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Estimated Amount	2024 Town Manager	2024 Variance	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Fund	**060 - Housing Fund**								
REVENUE									
Licenses & Permits									
403009	Short-term Rental Permits	.00	300,000.00	360,000.00	(60,000.00)	360,000.00	360,000.00	360,000.00	360,000.00
	Licenses & Permits Totals	$0.00	$300,000.00	$360,000.00	($60,000.00)	$360,000.00	$360,000.00	$360,000.00	$360,000.00
Miscellaneous									
407001	Interest Income	45,980.00	179,000.00	84,111.00	94,889.00	86,635.00	89,234.00	91,911.00	94,668.00
407003	Miscellaneous Income	2,000.00	2,000.00	2,000.00	.00	2,000.00	2,000.00	2,000.00	2,000.00
407004	Insurance Recovery	.00	6,249.00	.00	6,249.00	.00	.00	.00	.00
407007-02	Employee Housing - Reserve Public Works	1,200.00	1,200.00	1,200.00	.00	1,200.00	1,200.00	1,200.00	1,200.00
407008	Accounts Payable Write Offs	.00	.00	.00	.00	.00	.00	.00	.00
407050	Labor Material Supplies	1,500.00	1,500.00	1,500.00	.00	1,500.00	1,500.00	1,500.00	1,500.00
407051	Late Fees and NSF Fees	1,500.00	1,500.00	1,500.00	.00	1,500.00	1,500.00	1,500.00	1,500.00
407052	Laundry	29,500.00	29,500.00	29,500.00	.00	29,500.00	29,500.00	29,500.00	29,500.00
407053	Application Fees	2,500.00	2,500.00	2,500.00	.00	2,500.00	2,500.00	2,500.00	2,500.00
407054	Resale Fees	5,000.00	5,000.00	7,000.00	(2,000.00)	7,000.00	7,000.00	7,000.00	7,000.00
407055	Parking Fees	5,000.00	5,000.00	4,000.00	1,000.00	4,000.00	4,000.00	4,000.00	4,000.00
	Miscellaneous Totals	$94,180.00	$233,449.00	$133,311.00	$100,138.00	$135,835.00	$138,434.00	$141,111.00	$143,868.00
Transfer In From Other Funds									
408001	Transfer In General	14,150.00	14,150.00	.00	14,150.00	.00	.00	.00	.00
408061	Transfer In Mountain View	.00	.00	.00	.00	.00	.00	.00	.00
	Transfer In From Other Funds Totals	$14,150.00	$14,150.00	$0.00	$14,150.00	$0.00	$0.00	$0.00	$0.00
Rental Income									
407007-01	Employee Housing - Rent Public Works	13,440.00	13,440.00	13,978.00	(538.00)	14,640.00	15,240.00	15,850.00	16,560.00
407007-03	Employee Housing - Country Club Townhome	75,890.00	75,890.00	79,023.00	(3,133.00)	82,260.00	85,680.00	89,107.00	92,691.00
411001-01	Rent - Brush Creek	192,900.00	192,900.00	202,260.00	(9,360.00)	210,900.00	219,674.00	228,593.00	238,980.00
411001-02	Rent - Creekside	625,376.00	625,376.00	652,320.00	(26,944.00)	679,255.00	706,471.00	735,900.00	765,600.00
411001-03	Rent - Palisades	274,440.00	274,440.00	286,224.00	(11,784.00)	298,560.00	310,920.00	323,880.00	337,800.00
411001-04	Rent - Villas North	397,200.00	397,200.00	413,722.00	(16,522.00)	430,752.00	448,726.00	467,640.00	486,979.00
411001-05	Rent - Vacancy Factor	(6,500.00)	(6,500.00)	(6,500.00)	.00	(6,500.00)	(6,500.00)	(6,500.00)	(6,500.00)
411001-06	Rent - Mountain View	1,143,705.00	1,143,705.00	1,191,180.00	(47,475.00)	1,241,040.00	1,292,208.00	1,345,461.00	1,401,758.00
411001-07	Rent - Mountain View II	281,808.00	281,808.00	294,360.00	(12,552.00)	307,200.00	320,299.00	333,600.00	347,117.00
	Rental Income Totals	$2,998,259.00	$2,998,259.00	$3,126,567.00	($128,308.00)	$3,258,107.00	$3,392,718.00	$3,533,531.00	$3,680,985.00
Non-Operating									
412002	Contributed Capital	.00	.00	.00	.00	.00	.00	.00	.00
	Non-Operating Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Estimated Amount	2024 Town Manager	2024 Variance	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Fund	**060 - Housing Fund**								
REVENUE									
Other Financing Sources									
413001-04	Lease proceeds	.00	.00	6,174.00	(6,174.00)	.00	.00	.00	.00
	Other Financing Sources Totals	$0.00	$0.00	$6,174.00	($6,174.00)	$0.00	$0.00	$0.00	$0.00
	REVENUE TOTALS	$3,106,589.00	$3,545,858.00	$3,626,052.00	($80,194.00)	$3,753,942.00	$3,891,152.00	$4,034,642.00	$4,184,853.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Estimated Amount	2024 Town Manager	2024 Variance	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Fund	**060 - Housing Fund**								
EXPENSE									
Personnel Services									
501001-01	Payroll - Regular	759,380.00	759,380.00	840,731.00	(81,351.00)	874,361.00	909,335.00	945,709.00	983,537.00
501001-05	Payroll - Receptionist	.00	.00	.00	.00	.00	.00	.00	.00
501001-06	Payroll - Snowremoval	.00	.00	.00	.00	.00	.00	.00	.00
501001-07	Payroll - Groundskeeper	.00	.00	.00	.00	.00	.00	.00	.00
501002-01	Payroll Overtime Regular	6,000.00	6,000.00	8,000.00	(2,000.00)	8,000.00	8,000.00	8,000.00	8,000.00
501003	Payroll Benefits	.00	.00	.00	.00	.00	.00	.00	.00
501003-01	Payroll Benefits - Recreation Benefit	12,510.00	12,510.00	13,500.00	(990.00)	14,445.00	15,456.00	16,538.00	17,696.00
501003-06	Payroll Benefits - Retirement	72,830.00	72,830.00	88,426.00	(15,596.00)	94,616.00	101,239.00	108,326.00	115,909.00
501003-08	Payroll Benefits - Medicare	11,098.00	11,098.00	12,278.00	(1,180.00)	13,137.00	14,057.00	15,041.00	16,093.00
501003-09	Payroll Benefits - Fica	.00	.00	.00	.00	.00	.00	.00	.00
501003-10	Payroll Benefits - Health Insurance	365,537.00	365,537.00	320,647.00	44,890.00	343,093.00	367,109.00	392,807.00	420,303.00
501003-11	Payroll Benefits - Seasonal Health Insurance	.00	.00	.00	.00	.00	.00	.00	.00
501003-12	Payroll Benefits - Health Reimbursement	.00	.00	.00	.00	.00	.00	.00	.00
501003-13	Payroll Benefits - Dental Insurance	4,322.00	4,322.00	4,816.00	(494.00)	5,153.00	5,514.00	5,900.00	6,313.00
501003-14	Payroll Benefits - Vision Insurance	1,875.00	1,875.00	1,704.00	171.00	1,824.00	1,951.00	2,088.00	2,234.00
501003-15	Payroll Benefits - Standard - Life / AD& D	4,961.00	4,961.00	4,978.00	(17.00)	5,326.00	5,699.00	6,098.00	6,525.00
501003-16	Payroll Benefits - Cigna - Life/AD&D	.00	.00	.00	.00	.00	.00	.00	.00
501003-17	Payroll Benefits - Dependant Life	95.00	95.00	86.00	9.00	92.00	99.00	106.00	113.00
501003-18	Payroll Benefits - Long Term Disability	6,489.00	6,489.00	6,511.00	(22.00)	6,967.00	7,455.00	7,977.00	8,535.00
501003-19	Payroll Benefits - Unemployment Insurance	1,531.00	1,531.00	1,693.00	(162.00)	1,812.00	1,939.00	2,075.00	2,220.00
501003-20	Payroll Benefits - Workmans Comp	9,344.00	9,344.00	7,771.00	1,573.00	8,315.00	8,898.00	9,520.00	10,187.00
501003-21	Payroll Benefits - Taxable Life	.00	.00	.00	.00	.00	.00	.00	.00
501004	Training/ Registrations	1,300.00	1,300.00	1,500.00	(200.00)	1,500.00	1,500.00	1,500.00	1,500.00
501005	Travel & Meeting Expenses	750.00	750.00	1,000.00	(250.00)	1,000.00	1,000.00	1,000.00	1,000.00
	Personnel Services Totals	$1,258,022.00	$1,258,022.00	$1,313,641.00	($55,619.00)	$1,379,641.00	$1,449,251.00	$1,522,685.00	$1,600,165.00
Purchased Services									
502001	Legal Fees Special Counsel	.00	.00	.00	.00	.00	.00	.00	.00
502003	Contract Service	55,000.00	80,000.00	80,000.00	.00	80,000.00	80,000.00	80,000.00	80,000.00
502003-04	Contract Service - Fire Extinguisher Maintenance	2,215.00	2,215.00	2,215.00	.00	2,215.00	2,215.00	2,215.00	2,215.00
502003-05	Contract Service - Backflow Test & Maintenance	3,300.00	3,300.00	3,300.00	.00	3,300.00	3,300.00	3,300.00	3,300.00
502003-06	Contract Service - Boiler Inspections Cleaning	1,650.00	1,650.00	1,650.00	.00	1,650.00	1,650.00	1,650.00	1,650.00
502004	Telephone	1,200.00	1,200.00	1,400.00	(200.00)	1,400.00	1,400.00	1,400.00	1,400.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Estimated Amount	2024 Town Manager	2024 Variance	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Fund	**060 - Housing Fund**								
EXPENSE									
Purchased Services									
502006-01	Building Maintenance - General	12,700.00	18,000.00	18,000.00	.00	18,000.00	18,000.00	18,000.00	18,000.00
502006-06	Building Maintenance - Carpet Labor	17,820.00	10,000.00	10,000.00	.00	10,000.00	10,000.00	10,000.00	10,000.00
502006-07	Building Maintenance - Carpet Cleaning	4,250.00	2,000.00	2,500.00	(500.00)	2,500.00	2,500.00	2,500.00	2,500.00
502006-08	Building Maintenance - Drapery Cleaning	300.00	300.00	300.00	.00	300.00	300.00	300.00	300.00
502006-09	Building Maintenance - Formica Repairs	750.00	750.00	750.00	.00	750.00	750.00	750.00	750.00
502006-10	Building Maintenance - Painting	.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	1,000.00	1,000.00
502007-01	Maintenance Agreements - Copier	1,544.00	1,544.00	1,544.00	.00	1,544.00	1,544.00	1,544.00	1,544.00
502007-02	Maintenance Agreements - Software	11,000.00	11,000.00	12,000.00	(1,000.00)	12,000.00	12,000.00	12,000.00	12,000.00
502008-01	Repairs - Equipment	.00	.00	.00	.00	.00	.00	.00	.00
502008-02	Repairs - Vehicles	1,500.00	1,500.00	1,500.00	.00	1,500.00	1,500.00	1,500.00	1,500.00
502008-03	Repairs - Radios	400.00	400.00	400.00	.00	400.00	400.00	400.00	400.00
502009-01	Mailing - Postage	50.00	50.00	50.00	.00	50.00	50.00	50.00	50.00
502009-02	Mailing - Freight & Shipping	.00	.00	.00	.00	.00	.00	.00	.00
502010	Utilities	.00	.00	.00	.00	.00	.00	.00	.00
502010-01	Utilities - Water & Sanitation	171,050.00	171,050.00	179,603.00	(8,553.00)	188,583.00	198,012.00	207,913.00	218,309.00
502010-02	Utilities - Gas	34,385.00	34,385.00	35,588.00	(1,203.00)	36,834.00	38,123.00	39,458.00	40,839.00
502010-03	Utilities - Electric	55,550.00	55,550.00	55,550.00	.00	57,217.00	58,933.00	60,701.00	62,531.00
502010-04	Utilities - Trash	63,990.00	63,990.00	63,990.00	.00	67,886.00	69,922.00	72,020.00	74,181.00
502013-01	Leased Equipment - Copier	700.00	700.00	700.00	.00	700.00	700.00	700.00	700.00
502013-11	Leased Equipment - Interest	.00	.00	.00	.00	.00	.00	.00	.00
502013-12	Leased Equipment - Principal	.00	.00	.00	.00	.00	.00	.00	.00
502017	Audit	11,045.00	11,045.00	12,150.00	(1,105.00)	12,515.00	12,890.00	13,277.00	13,675.00
502021	Professional Services	2,000.00	2,000.00	2,000.00	.00	2,000.00	2,000.00	2,000.00	2,000.00
502024	Weed Control	650.00	650.00	650.00	.00	650.00	650.00	650.00	650.00
502028	Bank/Trustee Fees	700.00	500.00	200.00	300.00	200.00	200.00	200.00	200.00
502029	Accounting & Administrative Fee	35,225.00	35,225.00	36,986.00	(1,761.00)	38,095.00	39,238.00	40,415.00	41,627.00
502031	Homeowners Assessment	38,046.00	38,046.00	39,187.00	(1,141.00)	40,363.00	41,574.00	42,821.00	44,106.00
	Purchased Services Totals	$527,020.00	$548,050.00	$563,213.00	($15,163.00)	$581,652.00	$598,851.00	$616,764.00	$635,427.00
Operating & Maintenance									
503001-02	Advertising - Jobs	.00	.00	.00	.00	.00	.00	.00	.00
503001-05	Advertising - Other	5,800.00	5,800.00	5,800.00	.00	5,800.00	5,800.00	5,800.00	5,800.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Estimated Amount	2024 Town Manager	2024 Variance	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Fund	**060 - Housing Fund**								
	EXPENSE								
	Operating & Maintenance								
503002	Dues, Memberships, Subscriptions	600.00	600.00	600.00	.00	600.00	600.00	600.00	600.00
503003	Miscellaneous	1,475.00	1,475.00	1,475.00	.00	1,475.00	1,475.00	1,475.00	1,475.00
503003-01	Misc-Deductibles	1,000.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	1,000.00	1,000.00
503004	Printing	375.00	375.00	375.00	.00	375.00	375.00	375.00	375.00
503005-01	Supplies - Office	1,450.00	1,450.00	1,450.00	.00	1,450.00	1,450.00	1,450.00	1,450.00
503005-02	Supplies - Building	2,000.00	2,000.00	5,000.00	(3,000.00)	5,000.00	5,000.00	5,000.00	5,000.00
503005-03	Supplies - Cleaning	1,750.00	1,750.00	1,750.00	.00	1,750.00	1,750.00	1,750.00	1,750.00
503005-09	Supplies - Tools	1,250.00	1,250.00	1,250.00	.00	1,250.00	1,250.00	1,250.00	1,250.00
503005-12	Supplies - Landscaping	1,175.00	1,175.00	1,175.00	.00	1,175.00	1,175.00	1,175.00	1,175.00
503005-21	Supplies - Carpet	23,100.00	23,100.00	23,100.00	.00	23,100.00	23,100.00	23,100.00	23,100.00
503005-22	Supplies - Maintenance	16,400.00	16,400.00	18,000.00	(1,600.00)	18,000.00	18,000.00	18,000.00	18,000.00
503005-23	Supplies - Painting	4,700.00	4,700.00	4,700.00	.00	4,700.00	4,700.00	4,700.00	4,700.00
503005-24	Supplies - Plumbing	3,100.00	3,100.00	5,500.00	(2,400.00)	5,500.00	5,500.00	5,500.00	5,500.00
503005-25	Supplies - Laundry	575.00	575.00	575.00	.00	575.00	575.00	575.00	575.00
503005-26	Supplies - Appliance Parts	1,200.00	1,200.00	1,200.00	.00	1,200.00	1,200.00	1,200.00	1,200.00
503005-27	Supplies - Siding	525.00	525.00	500.00	25.00	500.00	500.00	500.00	500.00
503006	Equipment	2,600.00	2,600.00	2,600.00	.00	2,600.00	2,600.00	2,600.00	2,600.00
503008-01	Insurance - Building	103,896.00	103,896.00	134,539.00	(30,643.00)	138,575.00	142,732.00	147,014.00	151,425.00
503008-02	Insurance - Vehicle	677.00	677.00	808.00	(131.00)	832.00	857.00	883.00	909.00
503008-03	Insurance - Other	.00	.00	.00	.00	.00	.00	.00	.00
503009-01	Vehicle Expenses - Fuel	19,000.00	19,000.00	15,000.00	4,000.00	15,500.00	16,000.00	16,500.00	17,000.00
503009-02	Vehicle Expenses - Oil	.00	.00	.00	.00	.00	.00	.00	.00
503009-03	Vehicle Expenses - Parts & Supplies	9,000.00	9,000.00	9,500.00	(500.00)	9,800.00	10,100.00	10,500.00	10,900.00
503009-04	Vehicle Expenses - Equipment	600.00	600.00	1,000.00	(400.00)	1,100.00	1,200.00	1,300.00	1,400.00
503009-06	Vehicle Expenses - Labor	4,000.00	4,000.00	5,500.00	(1,500.00)	5,700.00	5,900.00	6,100.00	6,300.00
503012-01	Public Relations - Tenant Party	1,500.00	1,500.00	1,500.00	.00	1,500.00	1,500.00	1,500.00	1,500.00
503013	Uniforms	2,500.00	2,500.00	3,000.00	(500.00)	3,000.00	3,000.00	3,000.00	3,000.00
503025	PMH Resale Expenses	400.00	400.00	400.00	.00	400.00	400.00	400.00	400.00
	Operating & Maintenance Totals	$210,648.00	$210,648.00	$247,297.00	($36,649.00)	$252,457.00	$257,739.00	$263,247.00	$268,884.00
	Capital								
507001-01	Cash Purchases - Vehicles	.00	.00	.00	.00	.00	.00	.00	.00
507001-02	Cash Purchases - Mobile Equipment	1,000.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	1,000.00	1,000.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Estimated Amount	2024 Town Manager	2024 Variance	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Fund	**060 - Housing Fund**								
	EXPENSE								
	Capital								
507001-03	Cash Purchases - Equipment	.00	.00	.00	.00	.00	.00	.00	.00
507001-04	Cash Purchases - Office	.00	.00	.00	.00	.00	.00	.00	.00
507001-05	Cash Purchases - Computer	1,500.00	1,500.00	1,500.00	.00	1,500.00	1,500.00	1,500.00	1,500.00
507001-06	Cash Purchases - Land Improvements	1,500.00	1,500.00	1,500.00	.00	1,500.00	1,500.00	1,500.00	1,500.00
507001-07	Cash Purchases - Buildings	1,000.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	1,000.00	1,000.00
507001-12	Cash Purchases - Furniture & Fixtures	5,000.00	5,000.00	6,500.00	(1,500.00)	6,500.00	6,500.00	6,500.00	6,500.00
507001-13	Cash Purchases - Housing	.00	.00	.00	.00	.00	.00	.00	.00
507001-20	Cash Purchases - Other	9,000.00	9,000.00	24,229.00	(15,229.00)	14,845.00	25,636.00	25,837.00	31,371.00
507001-21	Cash Purchases - CCTH	.00	.00	.00	.00	.00	.00	.00	.00
507020-01	Capital Other - Leases	.00	.00	6,174.00	(6,174.00)	.00	.00	.00	.00
507023-01	Renovations - Brush Creek	.00	.00	.00	.00	.00	.00	.00	.00
507023-02	Renovations - Creekside	.00	.00	.00	.00	.00	.00	.00	.00
507023-03	Renovations - Palisades	.00	.00	.00	.00	.00	.00	.00	.00
507023-04	Renovations - Villas North	.00	.00	.00	.00	.00	.00	.00	.00
507025	Reserves Used	.00	.00	48,105.00	(48,105.00)	34,857.00	9,680.00	43,245.00	101,832.00
507025-05	Reserves Used - Mountain View	20,000.00	20,000.00	.00	20,000.00	9,465.00	139,999.00	67,720.00	75,656.00
507025-06	Reserves Used - Mountain View II	23,328.00	.00	23,328.00	(23,328.00)	9,100.00	40,656.00	1,383.00	.00
507025-07	Reserves Used - CCTH	.00	.00	15,000.00	(15,000.00)	2,000.00	.00	15,646.00	21,600.00
507025-08	Reserves Used - PW Housing	.00	.00	6,668.00	(6,668.00)	1,800.00	6,400.00	40,000.00	.00
507029	Capital Repairs - Other	50,000.00	50,000.00	40,000.00	10,000.00	20,000.00	20,000.00	20,000.00	20,000.00
	Capital Totals	$112,328.00	$89,000.00	$175,004.00	($86,004.00)	$103,567.00	$253,871.00	$225,331.00	$261,959.00
	Transfers Out								
510001	Transfer Out to General	.00	.00	.00	.00	.00	.00	.00	.00
510055	Transfer Out to CIP	900,000.00	900,000.00	900,000.00	.00	900,000.00	1,000,000.00	1,000,000.00	1,000,000.00
510061	Transfer Out to Mountain View	.00	.00	.00	.00	.00	.00	.00	.00
510062	Transfer Out to Mountain View II	.00	.00	.00	.00	.00	.00	.00	.00
510063	Transfer Out to Carriageway	.00	.00	.00	.00	.00	.00	.00	.00
510064	Transfer Out Snowmass Inn	70,000.00	70,000.00	.00	70,000.00	.00	.00	.00	.00
	Transfers Out Totals	$970,000.00	$970,000.00	$900,000.00	$70,000.00	$900,000.00	$1,000,000.00	$1,000,000.00	$1,000,000.00
	Debt Expense								
520002	Bond Interest	.00	.00	.00	.00	.00	.00	.00	.00
520003	Bond Bank Fees	.00	.00	.00	.00	.00	.00	.00	.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Estimated Amount	2024 Town Manager	2024 Variance	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Fund **060 - Housing Fund**									
EXPENSE									
Debt Expense									
	Debt Expense Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Non Operating									
530001-01	Depreciation - Brush Creek	48,875.00	48,875.00	48,875.00	.00	48,875.00	48,875.00	48,875.00	48,875.00
530001-02	Depreciation - Creekside	73,788.00	73,788.00	73,788.00	.00	73,788.00	73,788.00	73,788.00	73,788.00
530001-03	Depreciation - Palisades	69,060.00	69,060.00	69,060.00	.00	69,060.00	69,060.00	69,060.00	69,060.00
530001-04	Depreciation - Villas North	4,663.00	4,663.00	4,663.00	.00	4,663.00	4,663.00	4,663.00	4,663.00
530001-05	Depreciation - Mountain View	29,944.00	29,944.00	29,944.00	.00	29,944.00	29,944.00	29,944.00	29,944.00
530001-06	Depreciation - Mountain View II	121,419.00	121,419.00	121,419.00	.00	121,419.00	121,419.00	121,419.00	121,419.00
530001-07	Depreciation - Furniture and Fixtures	.00	.00	.00	.00	.00	.00	.00	.00
530001-08	Depreciation - Equipment	6,522.00	6,522.00	6,522.00	.00	6,522.00	6,522.00	6,522.00	6,522.00
530001-09	Depreciation - Vehicles	6,115.00	6,115.00	6,115.00	.00	6,115.00	6,115.00	6,115.00	6,115.00
530001-10	Depreciation - Housing Expansion	4,996.00	4,996.00	4,966.00	30.00	4,966.00	4,966.00	4,966.00	4,966.00
530001-11	Depreciation - Mobile Equipment	4,670.00	4,670.00	4,670.00	.00	4,670.00	4,670.00	4,670.00	4,670.00
530002	Amortization	.00	.00	.00	.00	.00	.00	.00	.00
530099	Asset Disposal	.00	.00	.00	.00	.00	.00	.00	.00
	Non Operating Totals	$370,052.00	$370,052.00	$370,022.00	$30.00	$370,022.00	$370,022.00	$370,022.00	$370,022.00
	EXPENSE TOTALS	$3,448,070.00	$3,445,772.00	$3,569,177.00	($123,405.00)	$3,587,339.00	$3,929,734.00	$3,998,049.00	$4,136,457.00
	Fund **060 - Housing Fund** Totals								
	REVENUE TOTALS	$3,106,589.00	$3,545,858.00	$3,626,052.00	($80,194.00)	$3,753,942.00	$3,891,152.00	$4,034,642.00	$4,184,853.00
	EXPENSE TOTALS	$3,448,070.00	$3,445,772.00	$3,569,177.00	($123,405.00)	$3,587,339.00	$3,929,734.00	$3,998,049.00	$4,136,457.00
	Fund **060 - Housing Fund** Totals	($341,481.00)	$100,086.00	$56,875.00	$43,211.00	$166,603.00	($38,582.00)	$36,593.00	$48,396.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Estimated Amount	2024 Town Manager	2024 Variance	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Fund	**063 - Carriage Way**								
REVENUE									
Miscellaneous									
407001	Interest Income	1,179.00	4,500.00	2,219.00	2,281.00	2,285.00	2,354.00	2,424.00	2,497.00
407003	Miscellaneous Income	.00	.00	.00	.00	.00	.00	.00	.00
407050	Labor Material Supplies	.00	.00	.00	.00	.00	.00	.00	.00
407051	Late Fees and NSF Fees	100.00	100.00	100.00	.00	100.00	100.00	100.00	100.00
	Miscellaneous Totals	$1,279.00	$4,600.00	$2,319.00	$2,281.00	$2,385.00	$2,454.00	$2,524.00	$2,597.00
Transfer In From Other Funds									
408060	Transfer In Housing	.00	.00	.00	.00	.00	.00	.00	.00
	Transfer In From Other Funds Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Rental Income									
411001-05	Rent - Vacancy Factor	(1,000.00)	(1,000.00)	(1,000.00)	.00	(1,000.00)	(1,000.00)	(1,000.00)	(1,000.00)
411001-08	Rent - Carriage Way	194,640.00	194,640.00	200,640.00	(6,000.00)	206,640.00	212,902.00	219,137.00	225,600.00
	Rental Income Totals	$193,640.00	$193,640.00	$199,640.00	($6,000.00)	$205,640.00	$211,902.00	$218,137.00	$224,600.00
Non-Operating									
412002	Contributed Capital	.00	.00	.00	.00	.00	.00	.00	.00
	Non-Operating Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	REVENUE TOTALS	$194,919.00	$198,240.00	$201,959.00	($3,719.00)	$208,025.00	$214,356.00	$220,661.00	$227,197.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Estimated Amount	2024 Town Manager	2024 Variance	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Fund	**063 - Carriage Way**								
EXPENSE									
Purchased Services									
502003-05	Contract Service - Backflow Test & Maintenance	500.00	500.00	500.00	.00	500.00	500.00	500.00	500.00
502006-01	Building Maintenance - General	5,000.00	5,000.00	5,000.00	.00	5,000.00	5,000.00	5,000.00	5,000.00
502010	Utilities	.00	.00	.00	.00	.00	.00	.00	.00
502010-01	Utilities - Water & Sanitation	12,050.00	12,050.00	13,652.00	(1,602.00)	13,285.00	13,949.00	14,647.00	15,379.00
502010-02	Utilities - Gas	5,281.00	5,281.00	5,466.00	(185.00)	5,657.00	5,855.00	6,060.00	6,272.00
502010-03	Utilities - Electric	5,050.00	5,050.00	5,500.00	(450.00)	5,358.00	5,518.00	5,684.00	5,684.00
502010-04	Utilities - Trash	3,375.00	3,375.00	3,375.00	.00	3,426.00	3,581.00	3,688.00	3,799.00
502024	Weed Control	500.00	500.00	500.00	.00	500.00	500.00	500.00	500.00
502030	Closing Costs	.00	.00	.00	.00	.00	.00	.00	.00
	Purchased Services Totals	$31,756.00	$31,756.00	$33,993.00	($2,237.00)	$33,726.00	$34,903.00	$36,079.00	$37,134.00
Operating & Maintenance									
503003	Miscellaneous	2,000.00	2,000.00	2,000.00	.00	2,000.00	2,000.00	2,000.00	2,000.00
503005-02	Supplies - Building	200.00	200.00	200.00	.00	200.00	200.00	200.00	200.00
503005-03	Supplies - Cleaning	50.00	50.00	50.00	.00	50.00	50.00	50.00	50.00
503005-12	Supplies - Landscaping	175.00	175.00	175.00	.00	175.00	175.00	175.00	175.00
503005-21	Supplies - Carpet	3,500.00	3,500.00	4,000.00	(500.00)	4,000.00	4,000.00	4,000.00	4,000.00
503005-22	Supplies - Maintenance	900.00	900.00	900.00	.00	900.00	900.00	900.00	900.00
503005-23	Supplies - Painting	500.00	500.00	500.00	.00	500.00	500.00	500.00	500.00
503005-24	Supplies - Plumbing	900.00	900.00	900.00	.00	900.00	900.00	900.00	900.00
503005-26	Supplies - Appliance Parts	2,000.00	2,000.00	2,000.00	.00	2,000.00	2,000.00	2,000.00	2,000.00
503008-01	Insurance - Building	5,743.00	5,743.00	6,221.00	(478.00)	6,408.00	6,600.00	6,798.00	7,002.00
503008-03	Insurance - Other	.00	.00	.00	.00	.00	.00	.00	.00
	Operating & Maintenance Totals	$15,968.00	$15,968.00	$16,946.00	($978.00)	$17,133.00	$17,325.00	$17,523.00	$17,727.00
Capital									
507001-07	Cash Purchases - Buildings	.00	.00	.00	.00	.00	.00	.00	.00
507025	Reserves Used	.00	.00	.00	.00	.00	.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Other Financing Uses									
520004	Cost of Issuance	.00	.00	.00	.00	.00	.00	.00	.00
	Other Financing Uses Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Debt Expense									
520002	Bond Interest	138,526.00	138,526.00	150,605.00	(12,079.00)	150,757.00	150,813.00	150,773.00	150,637.00
	Debt Expense Totals	$138,526.00	$138,526.00	$150,605.00	($12,079.00)	$150,757.00	$150,813.00	$150,773.00	$150,637.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Estimated Amount	2024 Town Manager	2024 Variance	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Fund **063 - Carriage Way**									
EXPENSE									
Non Operating									
530001-12	Depreciation - Carriageway	22,590.00	22,590.00	22,590.00	.00	22,590.00	22,590.00	22,590.00	22,590.00
	Non Operating Totals	$22,590.00	$22,590.00	$22,590.00	$0.00	$22,590.00	$22,590.00	$22,590.00	$22,590.00
	EXPENSE TOTALS	$208,840.00	$208,840.00	$224,134.00	($15,294.00)	$224,206.00	$225,631.00	$226,965.00	$228,088.00
Fund **063 - Carriage Way** Totals									
	REVENUE TOTALS	$194,919.00	$198,240.00	$201,959.00	($3,719.00)	$208,025.00	$214,356.00	$220,661.00	$227,197.00
	EXPENSE TOTALS	$208,840.00	$208,840.00	$224,134.00	($15,294.00)	$224,206.00	$225,631.00	$226,965.00	$228,088.00
Fund **063 - Carriage Way** Totals		($13,921.00)	($10,600.00)	($22,175.00)	$11,575.00	($16,181.00)	($11,275.00)	($6,304.00)	($891.00)

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Estimated Amount	2024 Town Manager	2024 Variance	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Fund	**064 - Snowmass Inn**								
REVENUE									
Miscellaneous									
407001	Interest Income	5,196.00	23,800.00	22,282.00	1,518.00	22,951.00	23,639.00	24,348.00	25,079.00
407003	Miscellaneous Income	600.00	600.00	600.00	.00	600.00	600.00	600.00	600.00
407050	Labor Material Supplies	600.00	600.00	600.00	.00	600.00	600.00	600.00	600.00
407051	Late Fees and NSF Fees	100.00	100.00	100.00	.00	100.00	100.00	100.00	100.00
	Miscellaneous Totals	$6,496.00	$25,100.00	$23,582.00	$1,518.00	$24,251.00	$24,939.00	$25,648.00	$26,379.00
Transfer In From Other Funds									
408060	Transfer In Housing	70,000.00	70,000.00	.00	70,000.00	.00	.00	.00	.00
	Transfer In From Other Funds Totals	$70,000.00	$70,000.00	$0.00	$70,000.00	$0.00	$0.00	$0.00	$0.00
Rental Income									
411001-05	Rent - Vacancy Factor	(17,352.00)	(17,352.00)	(5,780.00)	(11,572.00)	(5,920.00)	(6,084.00)	(6,248.00)	(6,412.00)
411001-09	Rent - Snowmass Inn	578,400.00	578,400.00	577,980.00	420.00	592,020.00	608,400.00	624,780.00	641,160.00
	Rental Income Totals	$561,048.00	$561,048.00	$572,200.00	($11,152.00)	$586,100.00	$602,316.00	$618,532.00	$634,748.00
Non-Operating									
412002	Contributed Capital	.00	.00	.00	.00	.00	.00	.00	.00
	Non-Operating Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	REVENUE TOTALS	$637,544.00	$656,148.00	$595,782.00	$60,366.00	$610,351.00	$627,255.00	$644,180.00	$661,127.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Estimated Amount	2024 Town Manager	2024 Variance	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Fund	**064 - Snowmass Inn**								
EXPENSE									
Purchased Services									
502003	Contract Service	25,000.00	25,000.00	25,000.00	.00	25,000.00	25,000.00	25,000.00	25,000.00
502003-05	Contract Service - Backflow Test & Maintenance	500.00	500.00	500.00	.00	500.00	500.00	500.00	500.00
502004	Telephone	.00	.00	2,500.00	(2,500.00)	2,575.00	2,652.00	2,732.00	2,814.00
502006-01	Building Maintenance - General	5,000.00	5,000.00	5,000.00	.00	5,000.00	5,000.00	5,000.00	5,000.00
502010	Utilities	.00	.00	.00	.00	.00	.00	.00	.00
502010-01	Utilities - Water & Sanitation	24,000.00	24,000.00	25,200.00	(1,200.00)	26,460.00	27,783.00	29,172.00	30,631.00
502010-02	Utilities - Gas	30,000.00	20,000.00	20,700.00	(700.00)	21,425.00	22,174.00	22,950.00	23,754.00
502010-03	Utilities - Electric	12,000.00	12,000.00	12,000.00	.00	12,360.00	12,731.00	13,113.00	13,506.00
502010-04	Utilities - Trash	3,000.00	3,000.00	3,000.00	.00	3,090.00	3,183.00	3,278.00	3,377.00
502013	Leased Equipment	.00	.00	.00	.00	.00	.00	.00	.00
502024	Weed Control	.00	.00	.00	.00	.00	.00	.00	.00
502030	Closing Costs	.00	.00	.00	.00	.00	.00	.00	.00
502032	Cable	5,000.00	5,000.00	6,000.00	(1,000.00)	6,000.00	6,000.00	6,000.00	6,000.00
	Purchased Services Totals	$104,500.00	$94,500.00	$99,900.00	($5,400.00)	$102,410.00	$105,023.00	$107,745.00	$110,582.00
Operating & Maintenance									
503003	Miscellaneous	6,000.00	6,000.00	6,000.00	.00	6,000.00	6,000.00	6,000.00	6,000.00
503005-02	Supplies - Building	800.00	800.00	1,000.00	(200.00)	1,000.00	1,000.00	1,000.00	1,000.00
503005-03	Supplies - Cleaning	200.00	200.00	200.00	.00	200.00	200.00	200.00	200.00
503005-12	Supplies - Landscaping	1,000.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	1,000.00	1,000.00
503005-21	Supplies - Carpet	1,000.00	1,000.00	3,000.00	(2,000.00)	3,000.00	3,000.00	3,000.00	3,000.00
503005-22	Supplies - Maintenance	2,000.00	2,000.00	2,000.00	.00	2,000.00	2,000.00	2,000.00	2,000.00
503005-23	Supplies - Painting	500.00	500.00	500.00	.00	500.00	500.00	500.00	500.00
503005-24	Supplies - Plumbing	1,800.00	1,800.00	1,800.00	.00	1,800.00	1,800.00	1,800.00	1,800.00
503005-26	Supplies - Appliance Parts	2,000.00	2,000.00	2,000.00	.00	2,000.00	2,000.00	2,000.00	2,000.00
503008-01	Insurance - Building	23,055.00	26,598.00	27,396.00	(798.00)	28,218.00	29,064.00	29,936.00	30,834.00
503008-03	Insurance - Other	.00	.00	.00	.00	.00	.00	.00	.00
	Operating & Maintenance Totals	$38,355.00	$41,898.00	$44,896.00	($2,998.00)	$45,718.00	$46,564.00	$47,436.00	$48,334.00
Capital									
507001-07	Cash Purchases - Buildings	.00	.00	.00	.00	.00	.00	.00	.00
507001-20	Cash Purchases - Other	.00	.00	.00	.00	.00	1,333.00	.00	.00
507025	Reserves Used	.00	.00	.00	.00	.00	2,666.00	.00	.00
	Capital Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$3,999.00	$0.00	$0.00

Budget Worksheet Report

Budget Year 2024

Account	Account Description	2023 Amended Budget	2023 Estimated Amount	2024 Town Manager	2024 Variance	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
Fund **064 - Snowmass Inn**									
EXPENSE									
Other Financing Uses									
520004	Cost of Issuance	.00	.00	.00	.00	.00	.00	.00	.00
520004-04	Accrued Bond Interest	.00	.00	.00	.00	.00	.00	.00	.00
	Other Financing Uses Totals	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Debt Expense									
520002	Bond Interest	394,280.00	394,280.00	398,370.00	(4,090.00)	397,293.00	396,105.00	394,805.00	393,394.00
	Debt Expense Totals	$394,280.00	$394,280.00	$398,370.00	($4,090.00)	$397,293.00	$396,105.00	$394,805.00	$393,394.00
Non Operating									
530001-13	Depreciation - Snowmass Inn	177,460.00	177,460.00	177,460.00	.00	177,460.00	177,460.00	177,460.00	177,460.00
530099	Asset Disposal	.00	.00	.00	.00	.00	.00	.00	.00
	Non Operating Totals	$177,460.00	$177,460.00	$177,460.00	$0.00	$177,460.00	$177,460.00	$177,460.00	$177,460.00
	EXPENSE TOTALS	$714,595.00	$708,138.00	$720,626.00	($12,488.00)	$722,881.00	$729,151.00	$727,446.00	$729,770.00
	Fund **064 - Snowmass Inn** Totals								
	REVENUE TOTALS	$637,544.00	$656,148.00	$595,782.00	$60,366.00	$610,351.00	$627,255.00	$644,180.00	$661,127.00
	EXPENSE TOTALS	$714,595.00	$708,138.00	$720,626.00	($12,488.00)	$722,881.00	$729,151.00	$727,446.00	$729,770.00
	Fund **064 - Snowmass Inn** Totals	($77,051.00)	($51,990.00)	($124,844.00)	$72,854.00	($112,530.00)	($101,896.00)	($83,266.00)	($68,643.00)
	Net Grand Totals								
	REVENUE GRAND TOTALS	$637,544.00	$656,148.00	$595,782.00	$60,366.00	$610,351.00	$627,255.00	$644,180.00	$661,127.00
	EXPENSE GRAND TOTALS	$714,595.00	$708,138.00	$720,626.00	($12,488.00)	$722,881.00	$729,151.00	$727,446.00	$729,770.00
	Net Grand Totals	($77,051.00)	($51,990.00)	($124,844.00)	$72,854.00	($112,530.00)	($101,896.00)	($83,266.00)	($68,643.00)

Town of Snowmass Village

Agenda Item Summary

DATE OF MEETING:

November 6th 2023 – Continued from October 2nd

AGENDA ITEM:

Town of Snowmass Village – Snowmass Ski Area Cell Towers

PRESENTED BY:

Brian McNellis, AICP/MLA - Senior Planner

BACKGROUND:

As part of their 2015 Master Plan approval, the Aspen Skiing Company (SkiCo) identified a number of potential cell tower locations within the Snowmass ski area in effort to improve on-mountain communications and SkiCo life/safety initiatives. Cell towers greater than 10 feet at specified locations are permitted subject to Special Review as adopted in the Snowmass Mountain PUD and in accordance with Ordinance No. 5 of 2017.

At the initial August 21st meeting, the Town Council requested that the applicant more adequately hide/screen the towers at some of the proposed locations. On October 2nd, SkiCo proposed the that Two Creeks tower location be moved closer to the base lodge (2 x 40' towers) and that other more remote towers be relocated to less visible locations amongst the forest. This final iteration has refined those locations and has reduced the height of the Two Creek by 4 feet.

PROCESS:

Section 16A-5-230 – Special Review (a) Purpose, of the municipal Land Use Code states: "*There are certain uses which, because of their unusual character and potential impact upon the use and enjoyment of neighboring property, cannot be classified into a particular district or districts without site specific consideration of their impacts upon neighboring lands and upon the public need for the particular use at the particular location. These uses require special review of their location, design, intensity, density, configuration, operating characteristics and impacts on public facilities, and may require the imposition of appropriate conditions to ensure the use will be compatible at a particular location and mitigates its adverse impacts.*"

In an effort to improve cellular communication throughout the Snowmass ski area, Aspen Skiing Company is proposing 9 new cell towers at 7 different locations on the ski mountain (see Table 1 and Cell Tower Site Information in the land use application - Attachment B)

FINANCIAL IMPACT:

There is no financial obligation of the town as it pertains to construction of the proposed cell towers - the cost will be shouldered entirely by Aspen Skiing Company. That said, the town of Snowmass will benefit from vastly improved cell coverage on the ski mountain as well as throughout town which will continue to bolster Snowmass Village as a world class tourist destination.

APPLICABILITY TO COUNCIL GOALS & OBJECTIVES:

The need for reliable cell coverage in Snowmass Village is specifically endorsed in the 2021 TOSV Broadband Vision Report (Attachment E) which seeks partnerships with private/public entities to accomplish its goals, including:

- It is important to be able to deliver services from the entry into Snowmass Village up to and including the Ski Mountain.
- Our guests expect connectivity. A world-class guest service experience includes reliable internet.
- Improving coverage in areas that do not have good connections should be a priority.
- Options for service should be encouraged to help costs stay competitive.
- Access to internet services is crucial to our tourism industry in both the summer and the winter.
- Reliable and resilient broadband infrastructure would provide service to educational, health care, and public safety agencies who rely on this service to serve the community.
- Broadband speeds are a growing concern for businesses, residents, students, and people working from home (made even worse during the pandemic).
- It is extremely important to understand the impacts of wireless services.
- Current cable and telephone services in the Town are overwhelmed with the demand placed on their networks, especially during peak seasons and events.

COUNCIL OPTIONS:

Town Council may approve or deny the application after consideration of Planning Commission Resolution No, 4 of 2023 and taking public comment.

STAFF RECOMMENDATION:

Staff feels that SkiCo has accommodated the Town and their requests pertaining to this proposal to the best of the applicant's ability. Staff recommends Town Council approve Resolution No. 22 of 2023 with amendments as needed.

ATTACHMENTS:

Attachment A – Draft Resolution No. 22 of 2023
Attachment B – Special Review Land Use Application
Attachment C – Cell Coverage Map
Attachment D – Approved PC Resolution No. 4 of 2023
Attachment E – 2021 TOSV Broadband Vision Report
Attachment F – Public Comment
Attachment G – October 20th Amended Application Letter w/ revised Locations, and Graphics

TOWN OF SNOWMASS VILLAGE
TOWN COUNCIL

RESOLUTION NO. 22
SERIES OF 2023

A RESOLUTION BY THE SNOWMASS VILLAGE TOWN COUNCIL GRANTING SPECIAL REVIEW APPROVAL WITH CONDITIONS THE INSTALLATION OF CELL TOWERS AND ASSOCATED UTILITY EQUIPMENT AT LOCATIONS THROUGHOUT THE SNOWMASS MOUNTAIN SKI AREA

WHEREAS, in accordance with the Town of Snowmass Village (hereafter 'Town') Land Use Code, the Aspen Skiing Company ('Applicant') is requesting Special Review pursuant to Sec. 16A-5-230 of the Land Use Code to install nine (9) new cell towers at seven (7) different locations throughout the Snowmass ski area; and

WHEREAS, pursuant to Municipal Code Section 16A-5-50, the Community Development Department deemed the application complete for review on June 20, 2023; and

WHEREAS, the Planning Commission reviewed the Minor PUD Amendment application at a public meeting on August 2, 2023 to consider the proposal and recommendations from Town staff and referral agencies, at which time a recommendation of approval was voted upon and adopted by the Planning Commission pursuant to Resolution No. 4 of 2023; and

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Snowmass Village, as follows:

Section One: General Findings. The Town Council generally finds that:

1) **Submission:** The Applicant has submitted the Special Review application in accordance with the provisions set forth in the Municipal Code and the Snowmass Mountain PUD adopted in accordance with Ordinance No. 5 of 2017.

2) **Content:** The application contained the Minimum Contents as required by the Municipal Code Section 16A-5-40, '*Submission of Application*,' and included written and graphic materials of sufficient detail such that the application was deemed complete for referral and review.

3) **Public Process:** The Planning Commission held a public meeting to review the application on August 2, 2023, to formulate recommendations to Town Council in accordance with the responsibilities and procedures prescribed in the Municipal Code Section 16A-5-230(c)(4), '*Action by Decision-Making*

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Body.' The Town Council will subsequently hold a Public Hearing to review the project and consider the application.

4) **Code Requirements:** Subject to the recommendations in Section Three of this Resolution, it was found the land use application follows the Review Standards established in Section 16A-5-230 of the Land Use Code as follows:

A. Consistent with Comprehensive Plan. The proposed use shall be consistent with the intent of the Town of Snowmass Village Comprehensive Plan.

B. Comply with standards of Development Code. The proposed use shall comply with all other applicable standards of this Development Code, including, but not limited to:
   1) Zone district standards. The purpose of the zone district in which it is located, the dimensional limitations of that zone district and any standards applicable to the particular use, all as specified in Article III, Zone Districts.
   2) Development evaluation standards. The applicable standards specified in Article IV, Development Evaluation Standards.

C. Compatible. The proposed use shall be appropriate to its proposed location and be compatible with the character of surrounding land uses in the area and shall not adversely affect the future development of the surrounding area.

D. Adequacy of access. Access to the site shall be adequate for the proposed use, considering the width of adjacent streets, their grades, intersection safety, visibility and entrance into the area to be developed. When appropriate, public transportation, or other public or private transportation services, and appropriate pedestrian facilities, shall be made available to serve the use.

E. Design minimizes adverse impact. The design and operation of the proposed use shall minimize adverse impacts and shall not create a nuisance, considering such impacts as traffic congestion or traffic hazards, service delivery, parking and loading, trash removal, odors, noise, glare and vibration.

F. Design minimizes environmental impact. The proposed use shall minimize environmental impacts and shall not cause significant deterioration of water and air resources, wildlife habitat, scenic resources and other natural resources.

Draft

G. Facilities. There shall be adequate public facilities available to serve the proposed use, or the applicant shall propose necessary improvements to address service deficiencies that the use would cause. In particular, the applicant shall demonstrate that adequate water supply and sewage disposal service is available for the proposed use, including sufficient water pressure and proximity to fire hydrants to provide for fire protection needs.

H. Parking. Sufficient off-street parking shall be provided for the proposed use.

Section Two: Action. Pursuant to the findings stated in Section One of this Resolution, the Town Council approves the Aspen Skiing Company, Special Review application by Resolution. This recommendation is subject to the conditions in Section Three below.

Section Three: Conditions. The Applicant shall comply with and implement the following conditions for the PUD Amendment:

(1) The Two Creeks Base Village tower location shall be moved outside of the manmade swale area to avoid encroaching within perceived wetland type grass and shrubbery species. The applicant shall work with planning staff to identify a more suitable location nearby. Upon determining a new location, the height of the tower shall be modified accordingly.

(2) Each of the cell towers shall be the minimum height required to provide ample cell coverage as sought and in accordance with Table 1 in the submitted Special Review land use application.

(3) The development shall not modify historic or existing drainage patterns.

(4) Disturbed land shall be mitigated with a certified Pitkin County seed mix to assure substantial revegetation within one growing season of installation.

(5) In the case of removed or damaged trees greater than 4" DBH, a like specimen shall be planted near the cell tower site at 1:1 ratio in a way that will help screen the installation.

(6) The towers shall be non-reflective and applied with the selected patina *Copper Sulfate* as represented in the land use application submittal.

(7) As part of the building permit submission for any of the cell tower locations, the applicant shall submit a landscape/screening plan to demonstrate best

draft

efforts to shield the base equipment and cabinets from public view.

Section Four: Severability. If any provision of this Resolution or application hereof to any person or circumstance is held invalid, the invalidity shall not affect any other provision or application of this Resolution which can be given effect without the invalid provision or application, and, to this end, the provisions of this Resolution are severable.

INTRODUCED, READ, AND APPROVED by the Town Council of the of the Town of Snowmass Village on October 2, 2023, upon a motion by Commission Member_____, the second of Commission Member_____, and a vote of__ in favor and___against.

TOWN OF SNOWMASS VILLAGE,
TOWN COUNCIL

_____
Bill Madsen, Mayor

ATTEST:

_____
Megan Boucher, Town Clerk

Exhibits:
A. Cell Tower Locations Map
B. Cell Tower Simulation Graphic and Utility Cabinet (updated)

draft

Attachment B

ASPEN SNOWMASS

Dave Shinneman
Community Development Director
Town of Snowmass Village
130 Kearns Rd, Snowmass Village, CO 81615

June 6, 2023

Re: Aspen Skiing Company Cellular Towers Project

Dear Dave,

Aspen Skiing Company (ASC) has prepared this letter and the attached materials to follow up our meeting that occurred on May 11th, 2023. ASC proposes to construct a network of cellular towers on ASC-owned private lands and National Forest System (NFS) lands located within the Snowmass Mountain PUD and the Town of Snowmass Village (TOSV). ASC has submitted separate proposals to the U.S. Forest Service and Pitkin County to initiate respective permitting processes for proposed cell towers within their respective boundaries.

The 2015 Snowmass Mountain Master Development Plan (2015 MDP) identifies a need to improve cellular coverage on the mountain. Specifically, it identifies potential cell tower locations at the top of Elk Camp, High Alpine, and Sam's Knob, as well as base area locations on private lands. The 2015 MDP and the 2017 Snowmass Mountain Planned Unit Development Guide (2017 PUD Guide) were reviewed and approved by the TOSV in Ordinance No. 5 Series of 2017. The 2017 PUD Guide identifies free-standing antenna reception or transmission devices, such as cellular or radio towers greater than 10 feet in height, as activities and uses allowed subject to special review.

Based on discussions that occurred during the May 11th, 2023 meeting and direction from the 2017 PUD Guide, ASC has prepared the attached special review application (Appendix D), as well as a wireless communications facilities application for TOSV review (Appendix E). This letter supplements these materials by providing a defined statement of need, additional background information, a detailed project summary, and a discussion of project compliance with municipal code review standards.

Statement of Need

There is a need for this project because inadequate cellular voice and data coverage across mountains and valleys adjacent to Snowmass Mountain directly impacts communications that are often critical to the life and safety of the public. The insufficient infrastructure often prevents even communication via text messages, impeding people from contacting first responders in case of situations ranging from roadside assistance, to skiing accidents, to lost hikers. Therefore, the purpose of the proposed project is to improve cellular voice and data coverage to allow people recreating at Snowmass, as well as the public in the nearby communities and valleys, to communicate with first responders.

It is important to emphasize that although the proposed cell phone towers and associated equipment would be located within the operational boundary of Snowmass Mountain, the proposed project would improve coverage beyond the resort. Therefore, the proposed project would also address the need for better cellular coverage

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currently experienced by neighborhoods and communities in the upper Roaring Fork Valley. More specifically, this project would allow and improve cellular communications in the TOSV.

Background

ASC has dedicated significant resources over the last 12 years, working with various developers, designers and carriers, to develop a comprehensive solution to the inadequate cellular voice and data coverage across its four mountain resorts. These efforts included:

1) An agreement with a cell phone carrier for temporary deployment of equipment for limited voice and data coverage. This agreement is very limited in nature and only covers a very small area of the ski resorts.
2) Work done with a cell phone tower developer, beginning in 2013, to provide enhanced cellular services at the base of Buttermilk. An agreement was reached for a one-year term, extended on a month-to-month basis. However, this agreement was also very limited in scope and coverage and did not constitute the needed comprehensive solution. The agreement expired and will not be renewed.
3) In December 2012, the Roaring Fork Broadband Coalition – comprised of Pitkin County; the Town of Snowmass Village; Roaring Fork Transit Authority; the U.S. Forest Service; and ASC – solicited proposals for the provision of wireless infrastructure and coverage for ASC and Pitkin County. ASC commissioned and funded a wireless coverage assessment to include the four resorts base areas, operational areas, and much of the surrounding rural/remote areas. The assessment was shared with respondents to the request for proposals. A proposal was selected to build out the project which included 16 small-cell distributed antenna systems across the four mountains. Unfortunately, this project never happened as the developer decided it was not financially viable.
4) A partnership between a cell phone carrier and a cell phone tower developer contacted ASC in July of 2017 regarding plans to improve coverage primarily at Snowmass. ASC conducted technical conversations with the cell phone tower developer to analyze fiber optic deployment needed to support 13 DAS nodes at Snowmass. Preliminary studies were completed but the cell phone tower developer chose not to proceed as it was not financially viable for them.

Unfortunately, all of the third-party organizations declined to proceed on implementing a comprehensive cellular system because it was not financially viable for them. ASC determined that the only way forward to achieve our goals to provide cell coverage to all corners of the ski areas was to design and construct a cellular coverage system ourselves. We are the only group with a significant fiber optic network in the area, and we are the only group where providing cell coverage for public safety reasons was more important than profits.

In response, ASC began working with HR Green, a premier cellular contractor, to identify a plan to construct a comprehensive cellular system spanning each mountain. The main goal of the planning exercise was to develop a tower network configuration that achieves the desired cellular voice and data coverage, while minimizing the potential visual impacts of the cell towers and associated infrastructure. Key considerations to balance included tower heights, number of towers, proximity to public viewsheds, topography, vegetative screening, tower finish/camouflage, and accessibility for servicing, amongst others.

The planning exercise for Snowmass Mountain resulted in the identification of two potential configurations which would provide approximately the same level of cell coverage: 1) Construct 9 tall towers (30 – 90 feet tall) at 7 different sites; or 2) Construct 19 short towers (30 – 60 feet tall) and 2 rooftop antennas at 12

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different sites. After careful consideration, including conversations with the Community Development Department and the U.S. Forest Service, ASC determined that constructing 9 tall towers at 7 different sites is the preferred approach. This decision is based on the fact that the taller towers would allow for fewer sites that are generally situated outside of the mountain's more popular viewsheds. The sites are located adjacent to forested areas where canopy heights allow even the taller towers to blend into the surrounding landscape. The alternative option would have a similar visual impact at each site; however, the total impact would be much greater and more wide spread with 19 instead of 9 sites.

Project Description

ASC proposes to install 9 cellular towers at 7 different sites across Snowmass Mountain. The sites would be located on ASC-owned private lands and NFS lands located within the Snowmass Mountain PUD. As specified in Table 1, the proposed towers would be between 30 and 90 feet tall. Refer to Figure 1 in Appendix A for a depiction of the proposed site locations.

Building and electrical permit applications for the Lynn Britt Restaurant and Two Creeks Base Area cellular towers are being prepared and will be submitted soon after this application because they are planned for construction in 2023. Applications will be submitted for the remaining cell towers projects prior to construction in 2024.

Table 1. Proposed Cell Tower Site Information

Name	Elevation (feet)	Support Type	Finish	Construction Year
Lynn Britt Restaurant	9,228	1 x 60-foot Monopole	Patina/Natina	2023
Two Creeks Base Area	8,098	1 x 60-foot Monopole	Patina/Natina	2023
Alpine Springs Lift Base Area	9,123	1 x 60-foot Monopole	Patina/Natina	2024
Burn Chair Top	11,906	2 x 30-foot Monopole	Galvanized	2024
Elk Camp Activity Center	9,903	1 x 90-foot Monopole	Patina/Natina	2024
High Alpine Restaurant	10,514	1 x 60-foot Monopole	Patina/Natina	2024
Sam's Restaurant	10,624	1 x 30-foot + 1 x 40-foot Monopoles	Galvanized	2024

Each site would consist of 1 or 2 monopole towers with adjacent cabinets to house associated power and telecommunication equipment. Buried power and fiber optic lines would also be installed to supply each site. Cell towers would consist of high-strength steel monopoles with either one or two monopoles per site, depending on the location. The monopoles would range in height between 30 and 90 feet and would range in diameter between 14 and 38.35 inches, depending on site-specific design conditions. The towers would be mounted on reinforced concrete footers.

Adjacent to the towers, weather-proof enclosures would house electrical and communication equipment. The enclosures, also referred to as cabinets, would each have approximate dimensions of 34 inches long by 26 inches wide by 57 inches tall; ASC anticipates 3 cabinets per carrier and up to 4 carriers per tower. An example cabinet is shown in Photo 1 of Appendix A. The cabinets would be mounted on reinforced concrete pads that would be 1 foot wider in each direction to allow for working space and ventilation. Support racks,

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called "ice bridges", would be used to secure and protect transmission cables extending from the tower to the equipment cabinets. The ice bridges would be 24 inches wide and mounted on 3-inch Schedule-40 galvanized pipe. Height and length of the ice bridges would vary from site to site. An example ice bridge is shown in Photo 2 of Appendix A.

Monopole towers would either have a de-glared galvanized finish or a reactive color treatment (e.g., Natina or Patina steel finishes) based on the adjacent environment. Examples of the proposed finishes are shown in Photos 3, 4, 5, and 6 of Appendix A. Table 1 identifies the preferred finish for each tower; however, final tower finishes are subject to change based on Pitkin County design preferences.

Ground disturbance would occur as required to construct the tower foundations and concrete pads for the cabinets. Some sites that are not immediately adjacent to existing roads would also necessitate ground disturbance to construct the required long-term maintenance access (two-track path). Any and all disturbed areas, except for the long-term maintenance access path, towers, and equipment footprints, would be restored to their pre-project condition. Revegetation would be accomplished following ASC's Revegetation Plan, using approved soil amendments and native seed mixes, as necessary.

The anticipated long-term surface area of ground disturbance for tower sites within ranges from 540 to 3,700 square feet per tower site, as detailed in Table 2 below. Total long-term ground disturbance for the project would be approximately 11,630 square feet. Preliminary site plans, showing activity envelopes and limits of excavation, and tower specifications are enclosed in Appendix B and preliminary visual simulations are enclosed in Appendix C.

Table 2. Tower Sites, Construction and Long-Term Ground Disturbance (square feet)

Site Name	Construction Disturbance[1]	Footprint[2]	Long-Term Disturbance[3]	Land Ownership
Lynn Britt Restaurant	10,264	520	940	ASC Private Lands
Two Creeks Base Area	7,180	520	1,270	ASC Private Lands
Alpine Springs Lift Base Area	21,710	540	540	NFS Lands
Burn Chair Top	15,020	520	1,800	NFS Lands
Elk Camp Activity Center	48,345	560	3,700	NFS Lands
High Alpine Restaurant	25,050	520	2,840	NFS Lands
Sam's Restaurant	2,795	540	540	NFS Lands
Total	**130,364**	**3,720**	**11,630**	

1. Includes excavation for tower and cabinet supporting slabs, as well as trenching for utility work (fiber optic and electric power).
2. Footprint of supporting slabs for tower and cabinets.
3. Includes slabs and two-track access path when applicable.

Following construction, wireless providers would attain all local, state, and federal permits required to install their equipment at each tower. Wireless providers would comply with Federal Communications Commission (FCC) standards for radio frequency emissions, including Maximum Permissible Exposure regulations. They would submit site-specific non-ionizing electromagnetic radiation or electromagnetic energy reports for the equipment type and model being installed. Applicable permits and reports would be available for TOSV review prior to implementation.

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Compliance with Municipal Code Review Standards

An application for Special Review must demonstrate that a project complies with the following review standards pursuant to Section 16A-5-230(e) of the Land Use Code:

1) *Consistent with Comprehensive Plan. The proposed use shall be consistent with the intent of the Town of Snowmass Village Comprehensive Plan.*

The proposed use is consistent with the intent of the 2018 TOSV Comprehensive Plan, which is "to ensure that capital projects, development proposals and strategic initiatives be evaluated through the framework created by the Aspiration Statement, the Guiding Principles, and the Just Big Enough economic analysis."

The Aspiration Statement from the 2018 Plan is "to be a leading multi-season, family oriented, inclusive resort community." Recent developments in communications technology, such as 4G LTE and 5G, have set a new standard for cellular voice and data coverage in communities throughout the U.S. Providing this level of cellular service has become necessary to meet the growing expectations of the residents and guests of the TOSV. This is evidenced in ASC guest surveys as well as public comments captured in the TOSV Community Surveys from 2015, 2019, and 2022. The proposed cell tower project would help the TOSV further achieve its aspiration of being a leading multi-season, family oriented, inclusive resort community by better meeting the cellular communications expectations of its residents and guests.

The Guiding Principles from the 2018 Plan are *Stewardship*, *Vibrant*, *Genuine*, *Active & Healthy*, *Balanced*, *Connected*, and *Inclusive*. The proposed cellular project complies with each Guiding Principle and is particularly responsive to *Active & Healthy*, which is described as "Promote and expand opportunities to experience Snowmass Village's stunning natural environment, proximity to multiple recreational opportunities, and a safe and healthy lifestyle." Inadequate cellular voice and data coverage across mountains and valleys adjacent to Snowmass Mountain directly impacts communications that are often critical to the life and safety of the public. The proposed cell tower project would allow the residents and visitors of the TOSV to experience the natural environment and enjoy a safe and healthy lifestyle by allowing people recreating at Snowmass, as well as the public in the nearby communities and valleys, to more easily communicate with first responders.

The Just Big Enough economic analysis referenced in the 2018 Plan determined that the Village should not grow unnecessarily (growth for growth's sake), and that Snowmass Village will strive to limit growth to be "Just Big Enough." The proposed project complies with this approach, as it would provide a necessary service to the community without contributing additional residential growth or commercial development.

2) *Comply with standards of Development Code. The proposed use shall comply with all other applicable standards of this Development Code, including, but not limited to:*

The proposed use is consistent with the zone district standards and the development evaluation standards of the Development Code.

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a) *Zone district standards. The purpose of the zone district in which it is located, the dimensional limitations of that zone district and any standards applicable to the particular use, all as specified in Article III, Zone Districts.*

All proposed cell tower sites are located within the Snowmass Mountain PUD, which is primarily within a REC zone district. REC zone districts allow for wireless communication facilities subject to special review by the Town.

According to Sec. 16A-3-40, the intent of REC zone districts is to regulate recreational facilities, activities and uses within appropriate areas of the Town, including those mixtures of uses related to a ski/snowboard area and operation, for the benefit of the public and to ensure that areas not appropriate for development are preserved in a recreational or natural state. The proposed use is consistent with this intent. The improved cell coverage provided by the cell towers would benefit the public by better meeting guest expectations and allowing for improved emergency response communications. Additionally, the proposed cell towers were strategically positioned in less natural areas, which already contain ski area infrastructure and are appropriate for development.

The proposed cell towers would comply with applicable standards for Wireless Communications Facilities, which are provided in the Wireless Communications Facilities Design Guidelines referenced in Sec. 16A-3-250(d). Chapter 5.4.4 of the Wireless Communications Facilities Design Guidelines states that the height of the tower shall not exceed the dimensional limitations of the underlying zone district. Pursuant to the dimensional limitations for REC zones in Sec. 16A-3-200, the maximum height of principle buildings within REC zones is as determined by a PUD plan or special review. The 2017 PUD Guide identifies free-standing antenna reception or transmission devices, such as cellular or radio towers greater than 10 feet in height, as activities and uses allowed subject to special review.

b) *Development evaluation standards. The applicable standards specified in Article IV, Development Evaluation Standards.*

The proposed use is consistent with the development evaluation standards specified in Article IV of the Code. The proposed cell tower projects are not anticipated to result in adverse impacts to environmentally sensitive areas. The cell sites are located within previously disturbed areas and construction would require minimal ground disturbance. ASC would implement resort best management practices to ensure that environmental impacts are minimized. Proposed cell towers located on NFS lands would undergo site-specific analysis under NEPA to determine and further minimize the potential environmental effect, if any.

Additionally, the proposed cell towers would comply with all site design standards provided in Article IV.

3) *Compatible. The proposed use shall be appropriate to its proposed location and be compatible with the character of surrounding land uses in the area, and shall not adversely affect the future development of the surrounding area.*

The proposed use is appropriate to its proposed location and would be compatible with the character of surrounding land uses in the area. The proposed cell towers would be located within developed areas of Snowmass Mountain. These areas contain a variety of developed infrastructure including but not limited to restaurants, operational facilities, condos, chairlifts, and parking lots. The addition of cell towers and

associated infrastructure would not result in a deviation from the character of surrounding land uses. Furthermore, the proposed use would not affect future development of the surrounding area.

4) *Adequacy of access. Access to the site shall be adequate for the proposed use, considering the width of adjacent streets, their grades, intersection safety, visibility and entrance into the area to be developed. When appropriate, public transportation, or other public or private transportation services, and appropriate pedestrian facilities, shall be made available to serve the use.*

Access to the sites would be adequate for the proposed use considering the proximity and condition of adjacent roads. Short two-track access roads would be required to construct and service the proposed towers; however, they would stem from well-defined, existing roads.

5) *Design minimizes adverse impact. The design and operation of the proposed use shall minimize adverse impacts and shall not create a nuisance, considering such impacts as traffic congestion or traffic hazards, service delivery, parking and loading, trash removal, odors, noise, glare and vibration.*

The proposed cell towers would not result in any adverse impacts or nuisance to traffic congestion, traffic hazards, service delivery, parking and loading, trash removal, odors, noise, glare, or vibration.

6) *Design minimizes environmental impact. The proposed use shall minimize environmental impacts and shall not cause significant deterioration of water and air resources, wildlife habitat, scenic resources and other natural resources.*

The proposed use was designed to minimize environmental impacts and would not cause significant deterioration of natural resources. The proposed projects would require minor grading, but they would not require any tree removal. The towers have been situated outside the mountain's popular viewsheds. Best management practices and revegetation would help minimize construction-related impacts.

7) *Facilities. There shall be adequate public facilities available to serve the proposed use, or the applicant shall propose necessary improvements to address service deficiencies that the use would cause. In particular, the applicant shall demonstrate that adequate water supply and sewage disposal service is available for the proposed use, including sufficient water pressure and proximity to fire hydrants to provide for fire protection needs.*

The proposal would provide adequate facilities to serve the proposed use and public need. The proposal does not require a water supply or sewage systems.

8) *Parking. Sufficient off-street parking shall be provided for the proposed use.*

The proposed use would not require off-street parking.

2022 Snowmass Mountain Master Development Plan

The proposed cell tower project will also be included in the forthcoming 2022 Snowmass Mountain Master Development Plan (2022 MDP). The 2022 MDP will be submitted to the Town of Snowmass Village by June 2023 as an amendment to the 2017 PUD Guide. We are requesting that the cell tower project review take place outside of the 2022 MDP review process out of a desire to accelerate the construction of the cellular towers in order to address the resort's operational, emergency response, and guest experience needs as soon as possible.

P.O. Box 1248
Aspen, CO 81612-1248
970-925-1220
aspensnowmass.com

ASPEN SNOWMASS

Conclusion

ASC believes that the proposed cell tower project complies with all relevant direction from Section 16A-5-230(e), Section 16A-3-250, and the TOSV 2021 Wireless Communications Facilities Design Guidelines.

Furthermore, ASC believes that the proposed cell tower project would help the TOSV further achieve its community aspiration to be a leading multi-season, family oriented, inclusive resort community. With recent developments in communications technology, such as 5G and 4G/LTE, we feel that improved cellular voice and data coverage is necessary to meet the growing expectations of the community and its guests. This is evidenced in ASC guest surveys as well as public comments captured in the TOSV Community Surveys from 2015, 2019, and 2022.

We look forward to working with the TOSV Staff, Planning Commission, and Town Council to discuss this application.

Respectfully,

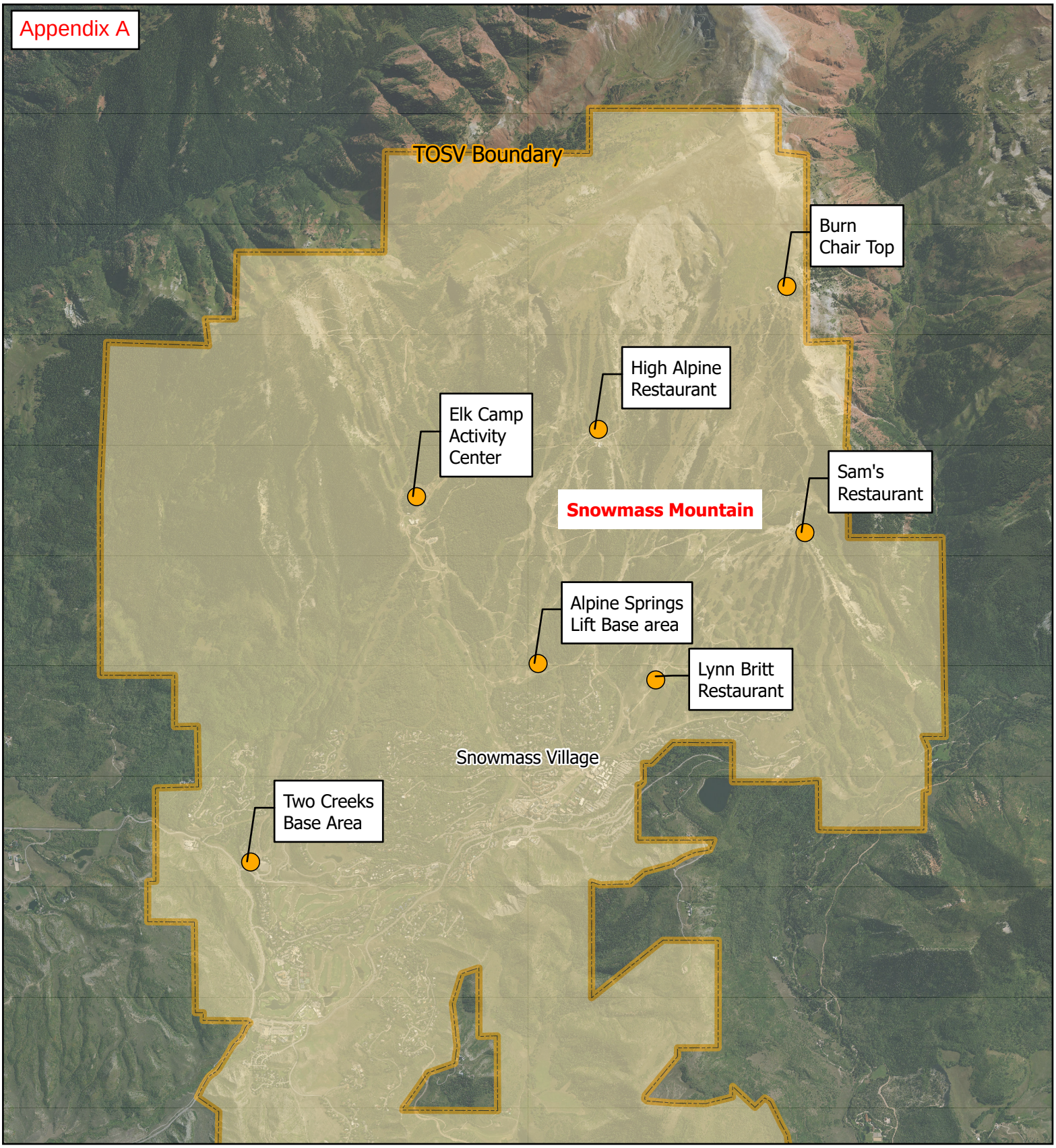
Mak Keeling

Senior Project Manager, Planning & Development Department
Aspen Skiing Company

cc: Katie Ertl, Chris Kiley, Kylie Urban, Raul Passerini, Eric Neumeyer; Aspen Skiing Company

P.O. Box 1248
Aspen, CO 81612-1248
970-925-1220
aspensnowmass.com

Appendix A



Cellular Towers Location Map
Town of Snowmass Village Sites - 7 Tower Sites

Date: 05/29/2023

0 2,500 5,000 Feet

Appendix A. Figures and Example Photos

Photo 1. Equipment Cabinet example. Note that ice bridges, towers and cabinets would all be painted gray or other natural color to blend into the surrounding environment.



Photo 2. Ice Bridge example. Note that ice bridges, towers and cabinets would all be painted with natural colors, based on the surrounding environment.



Photo 3. Example of galvanized steel treated with Natina Steel Solution.



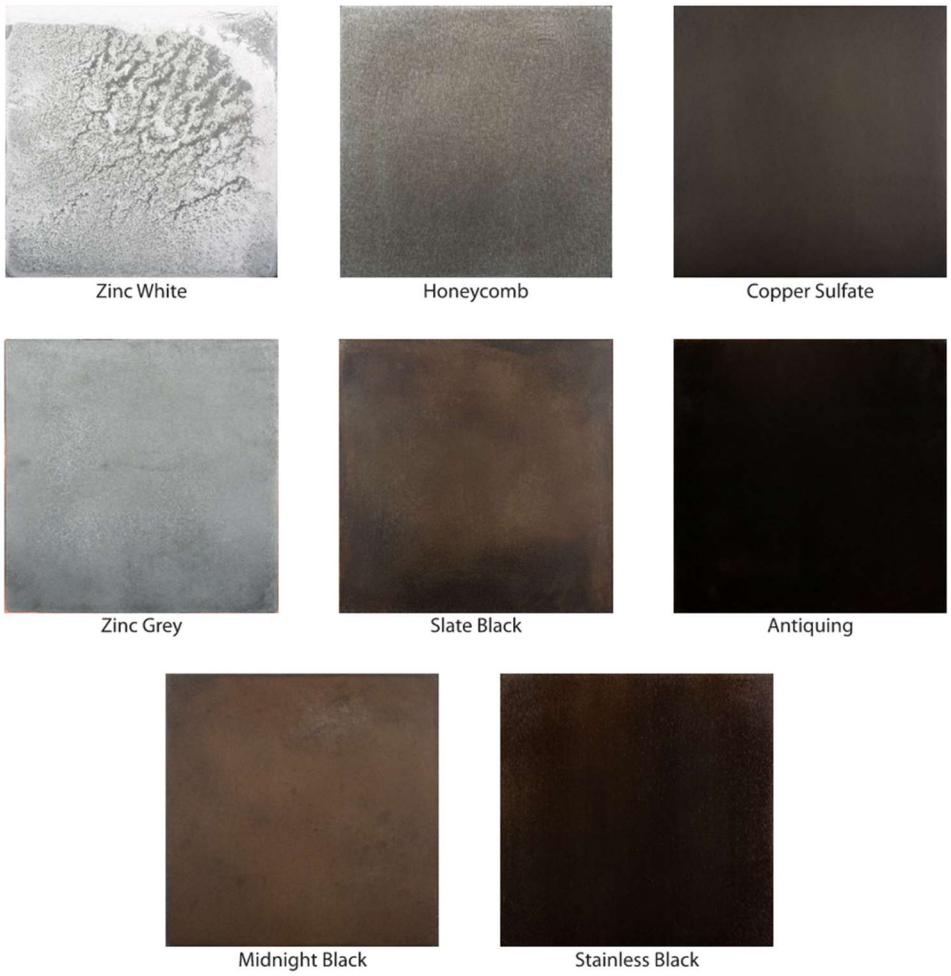
Photo 4. Example of galvanized steel monopole with factory-applied finish coat.



Photo 5. Example of de-glared galvanized steel monopole.



Photo 6. Examples of Patina reactive color treatment finishes for galvanized steel.



Lynn Britt 60’ Monopole Location



Two Creeks Base 60’ Monopole Location



Alpine Springs Lift Base 60’ Monopole Location



Alpine Springs Lift Base 60’ Monopole Location Above



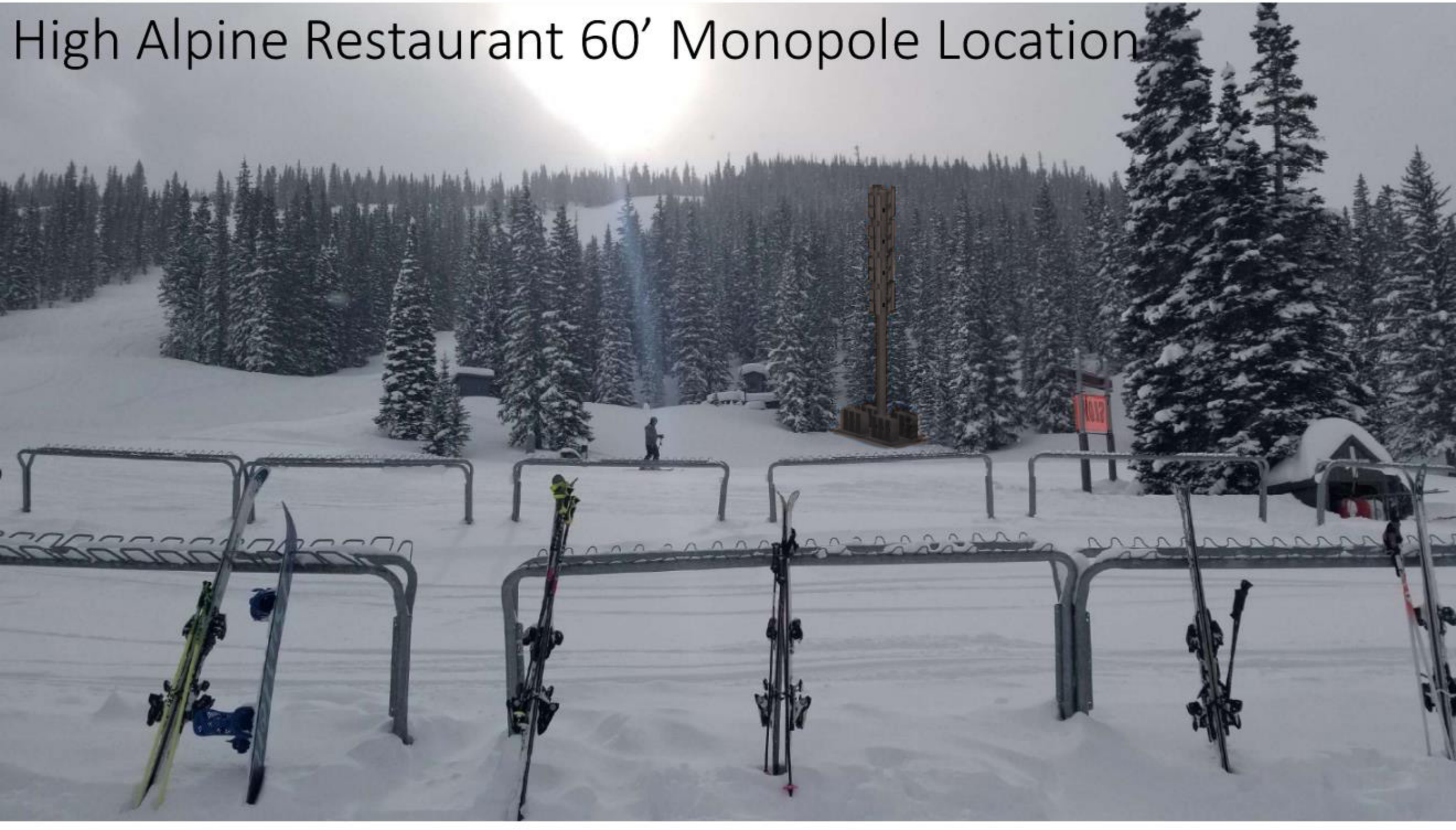
Burn Chair Top Two 30’Monopole Locations



Elk Camp Activity Center 90’ Monopole Location

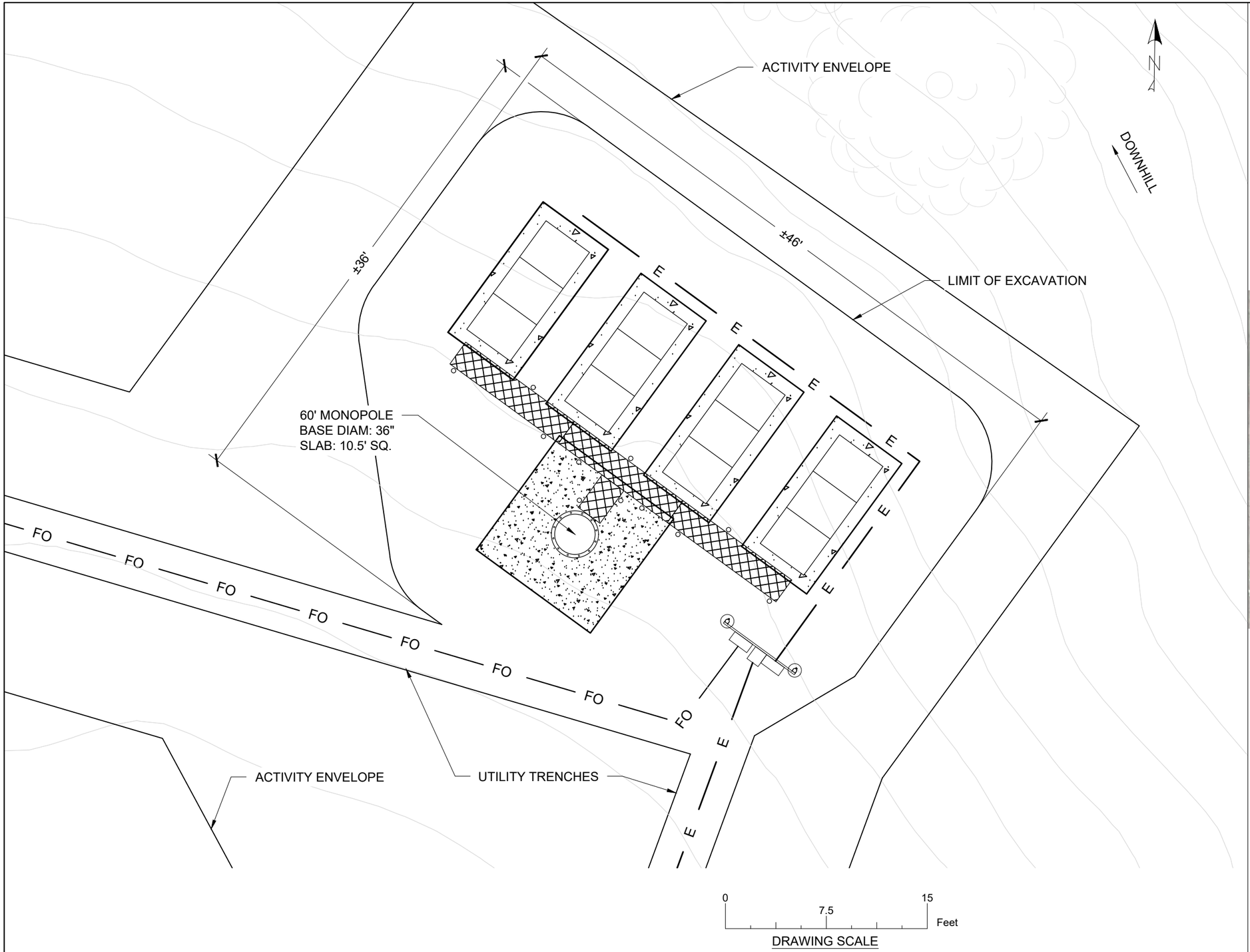


High Alpine Restaurant 60’ Monopole Location

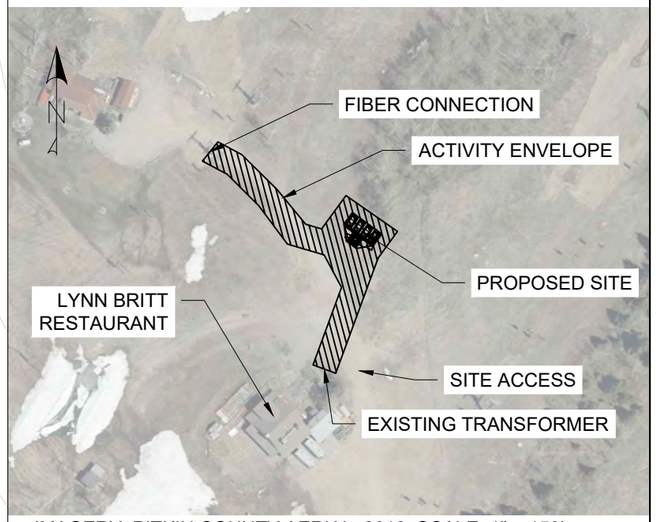


Sam's Restaurant 30' & 40' Monopoles Location





NOTES:
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2. THESE DRAWINGS INTENDED FOR USFS AND AHJ REVIEW.
3. OPTIMIZED SITE LAYOUT AVOIDS CONFLICTS WITH TREES AND ROOT SYSTEMS. KEEP TRENCHES MIN. 10' FROM EXTENT OF TREE CANOPY.



IMAGERY: PITKIN COUNTY AERIAL, 2018. SCALE: 1" = 150'

KEY:
CONTOUR LINES @ 2' INTERVALS
E...BURIED POWER
FO...BURIED FIBER
...PINE TREE
...LEAFY TREE
...CARRIER SLAB, 12'X6'
...ICE BRIDGE, 10'X2'
...GROUND RING
...H-FRAME
... ACTIVITY ENVELOPE

△	REVISION	DATE	REVISION BY

DESIGN BY: BAE	ISSUE DATE: 03-15-2023
DRAWN BY: CRT	JOB NUMBER: 059.001
APPROVED BY: JRD	DWG FILE NO.: -

RIDGELINE ENGINEERING COMPANY

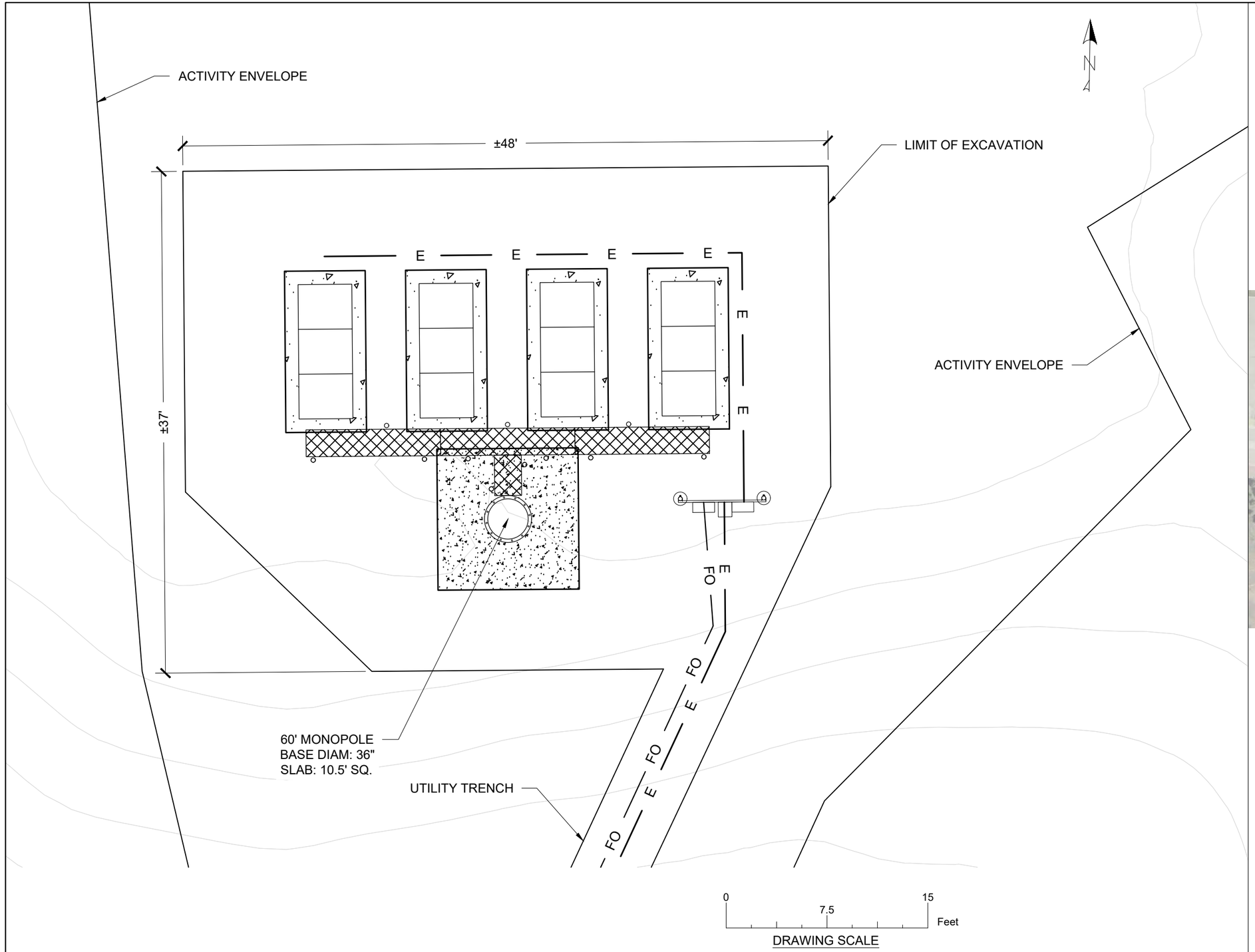
ASPEN SNOWMASS

ASPEN SKI COMPANY
NEW CELL CARRIER TOWER SITE
PROPOSED CONSTRUCTION: 2023
LYNN BRITT RESTAURANT

SITE PLAN

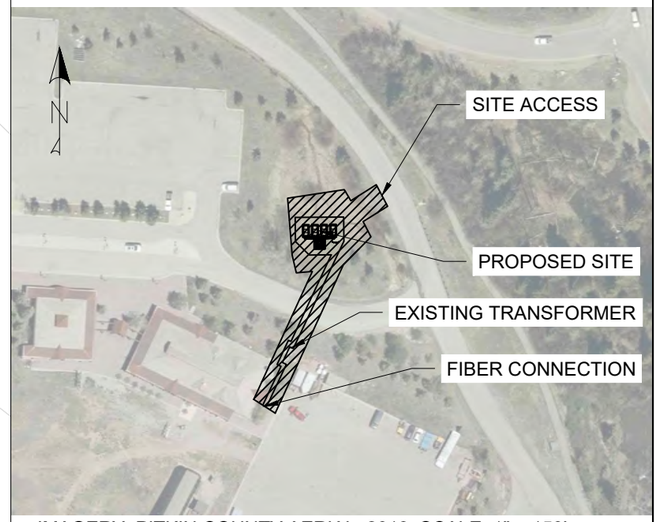
DWG NO.: C-03

SHEET NO.: 17 OF 26



NOTES:

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2. THESE DRAWINGS INTENDED FOR USFS AND AHJ REVIEW.
3. OPTIMIZED SITE LAYOUT AVOIDS CONFLICTS WITH TREES AND ROOT SYSTEMS. KEEP TRENCHES MIN. 10' FROM EXTENT OF TREE CANOPY.
4. THIS SITE IS NOMINALLY LEVEL.



IMAGERY: PITKIN COUNTY AERIAL, 2018. SCALE: 1" = 150'

KEY:
CONTOUR LINES @ 2' INTERVALS
E...BURIED POWER
FO...BURIED FIBER
...PINE TREE
...LEAFY TREE
...CARRIER SLAB, 12'X6'
...ICE BRIDGE, 10'X2'
...GROUND RING
...H-FRAME
... ACTIVITY ENVELOPE

△	REVISION	DATE	REVISION BY

DESIGN BY: BAE	ISSUE DATE: 03-15-2023
DRAWN BY: CRT	JOB NUMBER: 059.001
APPROVED BY: JRD	DWG FILE NO.: -

RIDGELINE ENGINEERING COMPANY

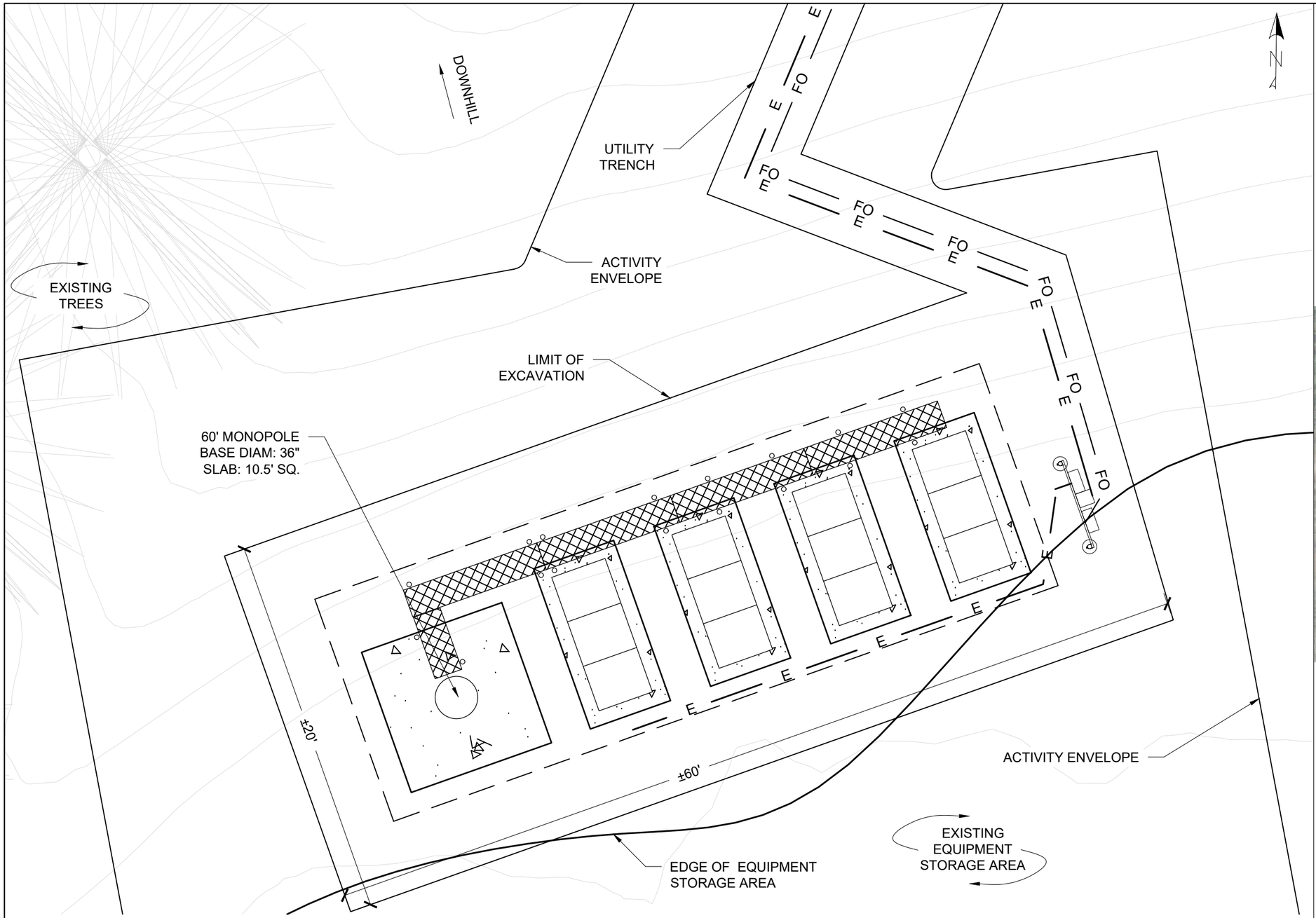
ASPEN SNOWMASS

ASPEN SKI COMPANY
NEW CELL CARRIER TOWER SITE
PROPOSED CONSTRUCTION: 2023
TWO CREEKS BASE AREA

SITE PLAN

DWG NO.: C-04

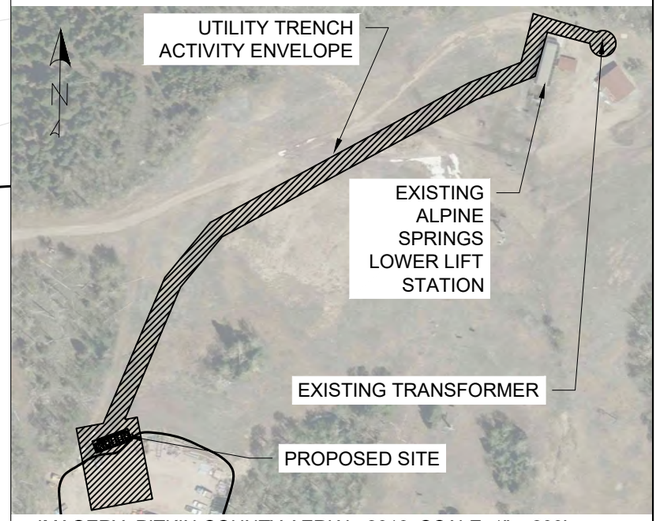
SHEET NO.: 25 OF 26



0 7.5 15 Feet

DRAWING SCALE

NOTES:
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3. OPTIMIZED SITE LAYOUT AVOIDS CONFLICTS WITH TREES AND ROOT SYSTEMS. KEEP TRENCHES MIN. 10' FROM EXTENT OF TREE CANOPY.



IMAGERY: PITKIN COUNTY AERIAL, 2018. SCALE: 1" = 200'

KEY:
CONTOUR LINES @ 2' INTERVALS
E...BURIED POWER
FO...BURIED FIBER
...PINE TREE
...LEAFY TREE
...CARRIER SLAB, 12'X6'
...ICE BRIDGE, 10'X2'
...GROUND RING
...H-FRAME
... ACTIVITY ENVELOPE

△	REVISION	DATE	REVISION BY

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APPROVED BY: JRD	DWG FILE NO.: -

RIDGELINE ENGINEERING COMPANY

ASPEN SNOWMASS

ASPEN SKI COMPANY
NEW CELL CARRIER TOWER SITE
PROPOSED CONSTRUCTION: 2024
ALPINE SPRINGS LIFT BASE AREA

SITE PLAN

DWG NO.: C-05

SHEET NO.: 3 OF 26

DOWNHILL

ACTIVITY ENVELOPE

UTILITY TRENCHES

E

E

FO

FO

FO

DOWNHILL

N

LIMIT OF EXCAVATION

±18'

E

±45'

30' MONOPOLE
BASE DIAM: 36"
SLAB:7.5' SQ.

EXISTING TREES

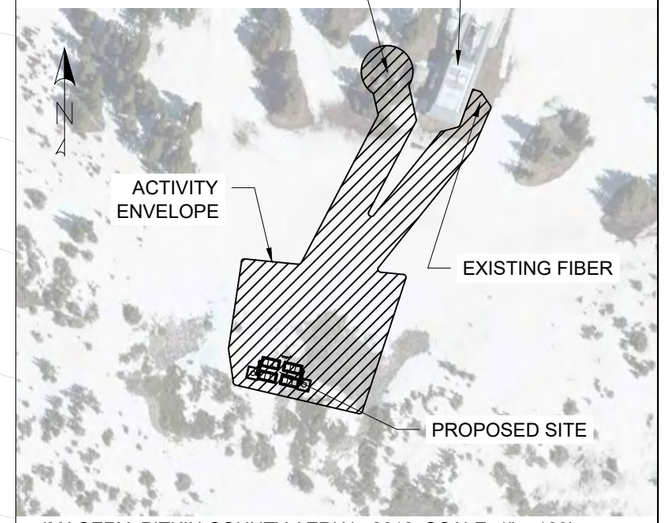
30' MONOPOLE
BASE DIAM: 36"
SLAB: 7.5' SQ.

ACTIVITY ENVELOPE

0 7.5 15 Feet

DRAWING SCALE

NOTES:
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3. OPTIMIZED SITE LAYOUT AVOIDS CONFLICTS WITH TREES AND ROOT SYSTEMS. KEEP TRENCHES MIN. 10' FROM EXTENT OF TREE CANOPY.



IMAGERY: PITKIN COUNTY AERIAL, 2018. SCALE: 1" = 100'

KEY:
CONTOUR LINES @ 2' INTERVALS
E...BURIED POWER
FO...BURIED FIBER
...PINE TREE
...LEAFY TREE
...CARRIER SLAB, 12'X6'
...ICE BRIDGE, 10'X2'
...GROUND RING
...H-FRAME
... ACTIVITY ENVELOPE

△	REVISION	DATE	REVISION BY

DESIGN BY: BAE	ISSUE DATE: 03-09-2023
DRAWN BY: CRT	JOB NUMBER: 059.001
APPROVED BY: JRD	DWG FILE NO.: -

RIDGELINE ENGINEERING COMPANY

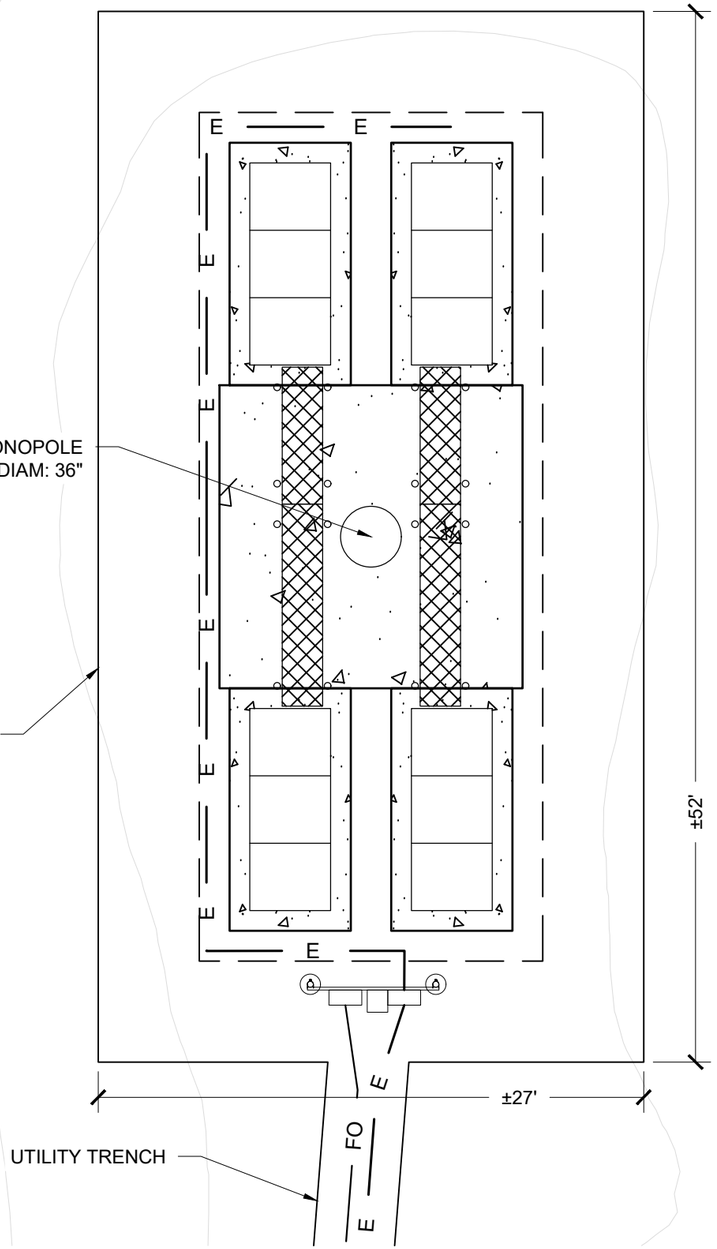
ASPEN SNOWMASS

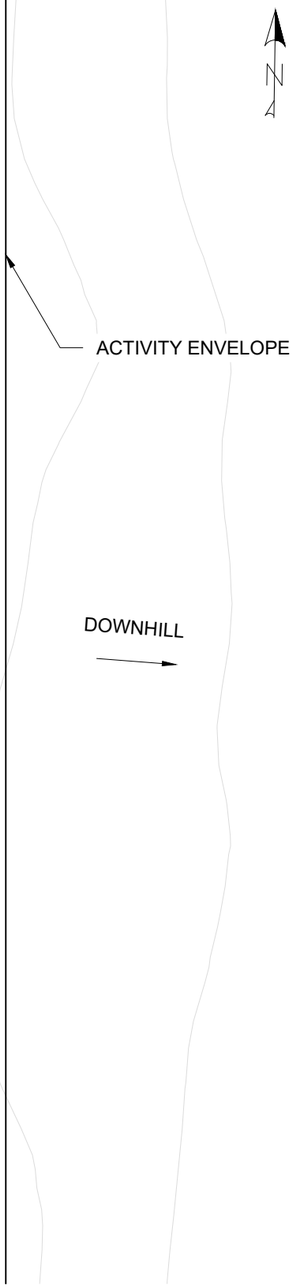
ASPEN SKI COMPANY
NEW CELL CARRIER TOWER SITE
PROPOSED CONSTRUCTION: 2024
BURN CHAIR TOP

SITE PLAN

DWG NO.: C-06

SHEET NO.: 8 OF 26

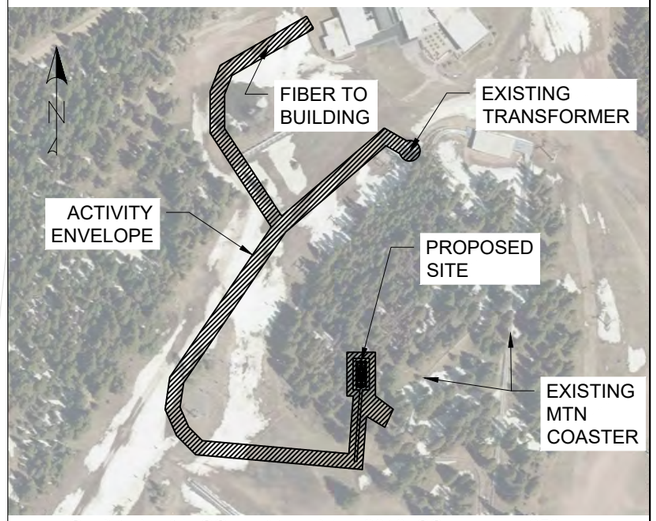




0 7.5 15 Feet

DRAWING SCALE

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3. OPTIMIZED SITE LAYOUT AVOIDS CONFLICTS WITH TREES AND ROOT SYSTEMS. KEEP TRENCHES MIN. 10' FROM EXTENT OF TREE CANOPY.



IMAGERY: PITKIN COUNTY AERIAL, 2018. SCALE: 1" = 250'

KEY:
CONTOUR LINES @ 2' INTERVALS
E...BURIED POWER
FO...BURIED FIBER
...PINE TREE
...LEAFY TREE
...CARRIER SLAB, 12'X6'
...ICE BRIDGE, 10'X2'
...GROUND RING
...H-FRAME
... ACTIVITY ENVELOPE

△	REVISION	DATE	REVISION BY

DESIGN BY: BAE	ISSUE DATE: 03-09-2023
DRAWN BY: CRT	JOB NUMBER: 059.001
APPROVED BY: JRD	DWG FILE NO.: -

RIDGELINE ENGINEERING COMPANY

ASPEN SNOWMASS

ASPEN SKI COMPANY
NEW CELL CARRIER TOWER SITE
PROPOSED CONSTRUCTION: 2024
ELK CAMP ACTIVITY CENTER

SITE PLAN

DWG NO.: C-11

SHEET NO.: 13 OF 26

ACTIVITY ENVELOPE

±26'

36'

LIMIT OF EXCAVATION

60' MONOPOLE
BASE DIAM: 36"
SLAB: 10.5' SQ.

ACTIVITY ENVELOPE

N

DOWNHILL

FO

UTILITY TRENCHES

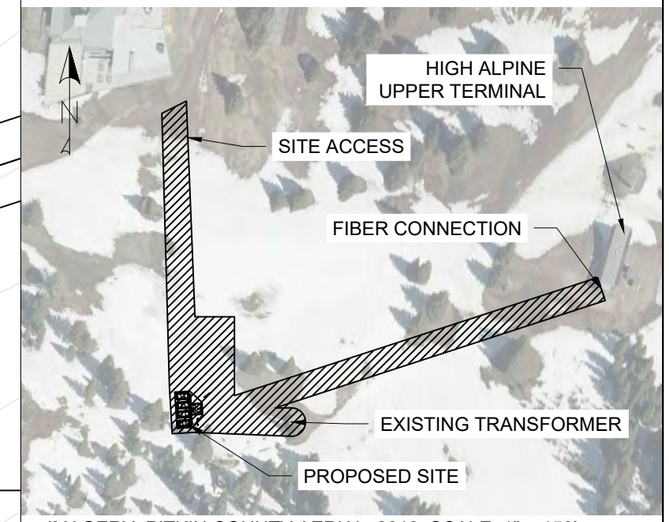
E

ACTIVITY ENVELOPE

0 7.5 15 Feet

DRAWING SCALE

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IMAGERY: PITKIN COUNTY AERIAL, 2018. SCALE: 1" = 150'

KEY:
CONTOUR LINES @ 2' INTERVALS
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FO...BURIED FIBER
...PINE TREE
...LEAFY TREE
...CARRIER SLAB, 12'X6'
...ICE BRIDGE, 10'X2'
...GROUND RING
...H-FRAME
... ACTIVITY ENVELOPE

△	REVISION	DATE	REVISION BY

DESIGN BY: BAE	ISSUE DATE: 03-09-2023
DRAWN BY: CRT	JOB NUMBER: 059.001
APPROVED BY: JRD	DWG FILE NO.: -

RIDGELINE ENGINEERING COMPANY

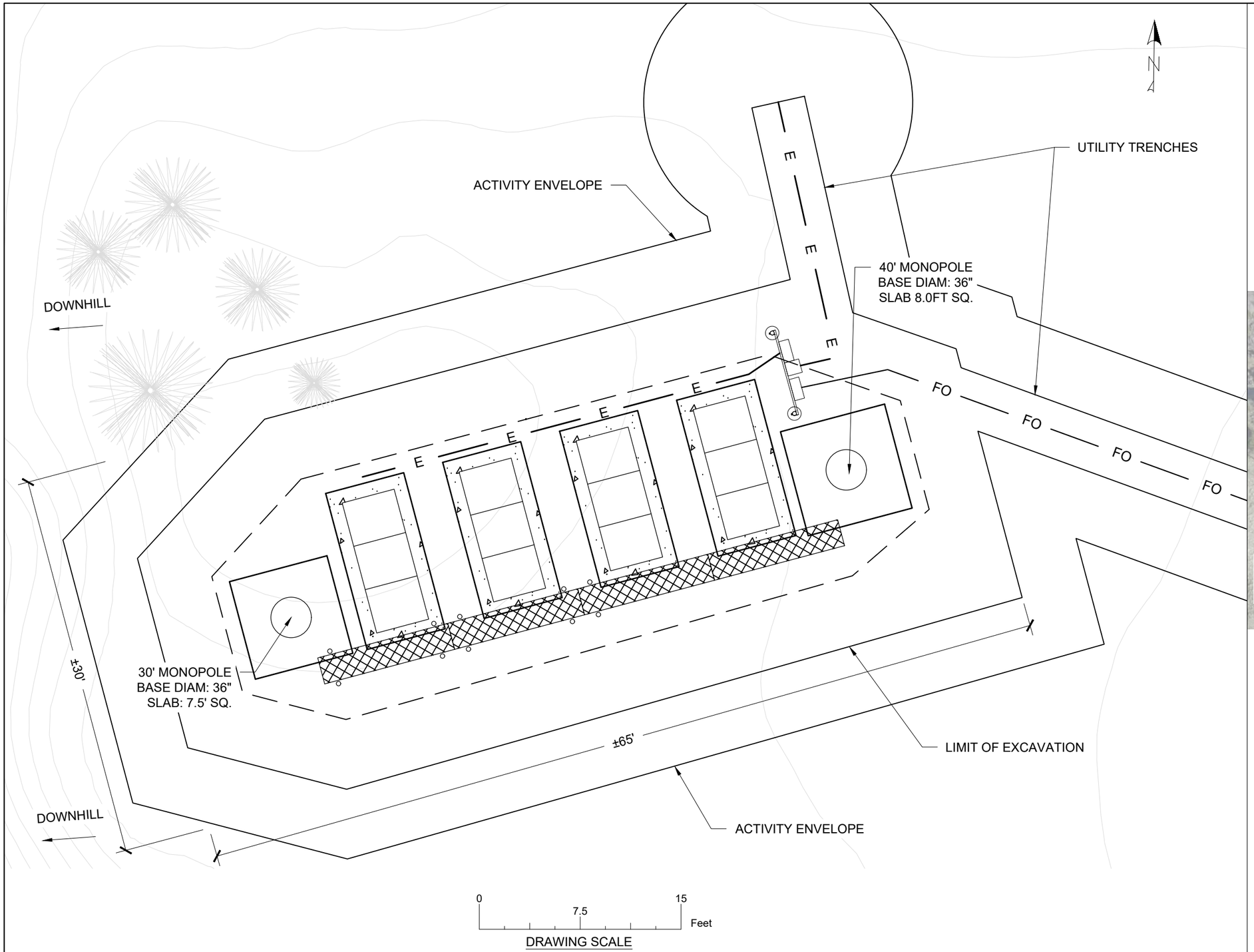
ASPEN SNOWMASS

ASPEN SKI COMPANY
NEW CELL CARRIER TOWER SITE
PROPOSED CONSTRUCTION: 2024
HIGH ALPINE RESTAURANT

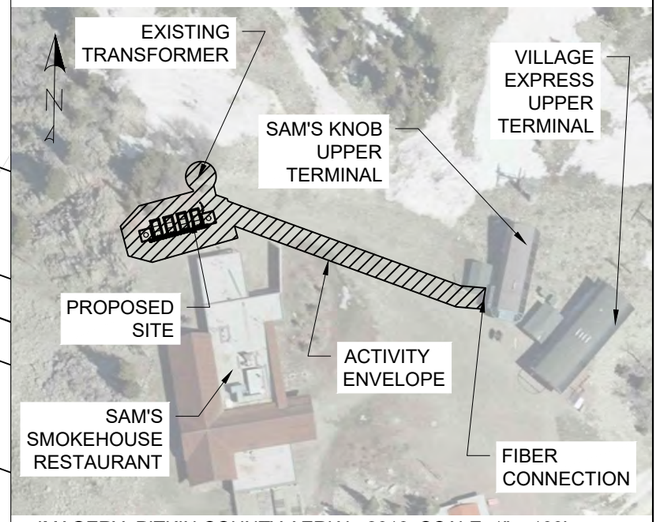
SITE PLAN

DWG NO.: C-07

SHEET NO.: 16 OF 26



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IMAGERY: PITKIN COUNTY AERIAL, 2018. SCALE: 1" = 100'

KEY:
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FO...BURIED FIBER
...PINE TREE
...LEAFY TREE
...CARRIER SLAB, 12'X6'
...ICE BRIDGE, 10'X2'
...GROUND RING
...H-FRAME
... ACTIVITY ENVELOPE

△	REVISION	DATE	REVISION BY

DESIGN BY: BAE	ISSUE DATE: 03-09-2023
DRAWN BY: CRT	JOB NUMBER: 059.001
APPROVED BY: JRD	DWG FILE NO.: -

RIDGELINE ENGINEERING COMPANY

ASPEN SNOWMASS

ASPEN SKI COMPANY
NEW CELL CARRIER TOWER SITE
PROPOSED CONSTRUCTION: 2024
SAM'S SMOKEHOUSE RESTAURANT 1 & 2

SITE PLAN

DWG NO.: C-09

SHEET NO.: 21 OF 26

Designed Appurtenance Loading

Elev	Description	Tx-Line
27	Flush Mount (Monopole Only)	
27	(3) 6' x 1' x 3in Panel	(3) DC/Fiber Trunks
20	Flush Mount (Monopole Only)	
20	(3) MIMO MAX (900 MHz)	
17	Flush Mount (Monopole Only)	
17	(3) CBRS Mircro RRH (11.61" x 9.64" x 3.14")	
14	Flush Mount (Monopole Only)	
14	(3) CBRS Mircro RRH (11.61" x 9.64" x 3.14")	

Design Criteria - ANSI/TIA-222-H

Wind Speed (No Ice)	105 mph
Wind Speed (Ice)	50 mph
Design Ice Thickness	0.25 in
Risk Category	II
Exposure Category	C
Topographic Factor Procedure	Method 2 (Rigorous)
Topographic Feature	Hill
Crest Height	1548 ft
Length of Topographic Feature	4013 ft
Horizontal Distance from Structure to Crest	0 ft
Ground Elevation	10617 ft
Seismic Importance Factor, Ie	1.00
0.2-sec Spectral Response, Ss	0.471 g
1-sec Spectral Response, S1	0.091 g
Site Class	D (DEFAULT)
Seismic Design Category	C
Basic Seismic Force-Resisting System	Telecommunication Tower (Pole: Steel)

Limit State Load Combination Reactions

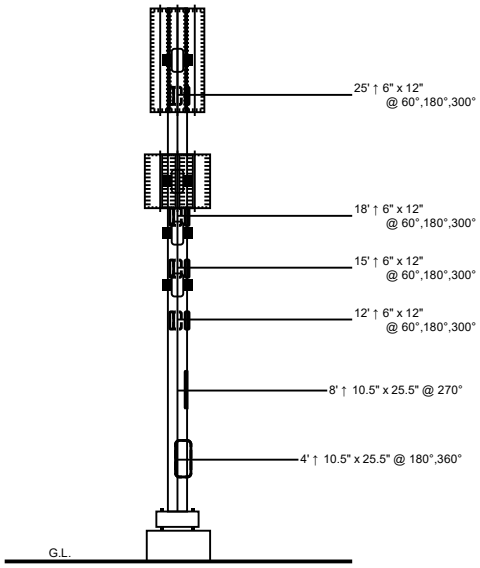
Load Combination	Axial (kips)	Shear (kips)	Moment (ft-k)	Deflection (ft)	Sway (deg)
1.2 D + 1.0 Wo	2.78	2.76	54.26	0.24	0.65
0.9 D + 1.0 Wo	2.08	2.76	54.18	0.24	0.65
1.2 D + 1.0 Ev + 1.0 Eh	2.98	0.57	10.52	0.04	0.11
0.9 D - 1.0 Ev + 1.0 Eh	1.88	0.57	10.5	0.04	0.11
1.0 D + 1.0 Wo (Service @ 60 mph)	2.32	0.8	15.83	0.07	0.19

Base Plate Dimensions

Shape	Diameter	Thickness	Bolt Circle	Bolt Qty	Bolt Diameter
Round	19.75"	1"	17.25"	6	1"

SIZES ARE PRELIMINARY AND MAY CHANGE UPON FINAL DESIGN

Length (ft)	29'-0"
Number Of Sides	18
Lap Splice (ft)	
Top Diameter (in)	14"
Bottom Diameter (in)	14"
Taper (in/ft)	
Grade	A572-65
Weight (lbs)	1796
Overall Steel Height (ft)	29



Notes

1) Antenna Feed Lines Run Inside Pole
2) All dimensions are above ground level, unless otherwise specified.
3) Weights shown are estimates. Final weights may vary.
4) This tower design and, if applicable, the foundation design(s) shown on the following page(s) also meet or exceed the requirements of the 2018 International Building Code.
5) Full Height Step Bolts

Sabre Industries
INNOVATION DELIVERED

Sabre Industries
7101 Southbridge Drive
P.O. Box 658
Sioux City, IA 51102-0658
Phone: (712) 258-6690
Fax: (712) 279-0814

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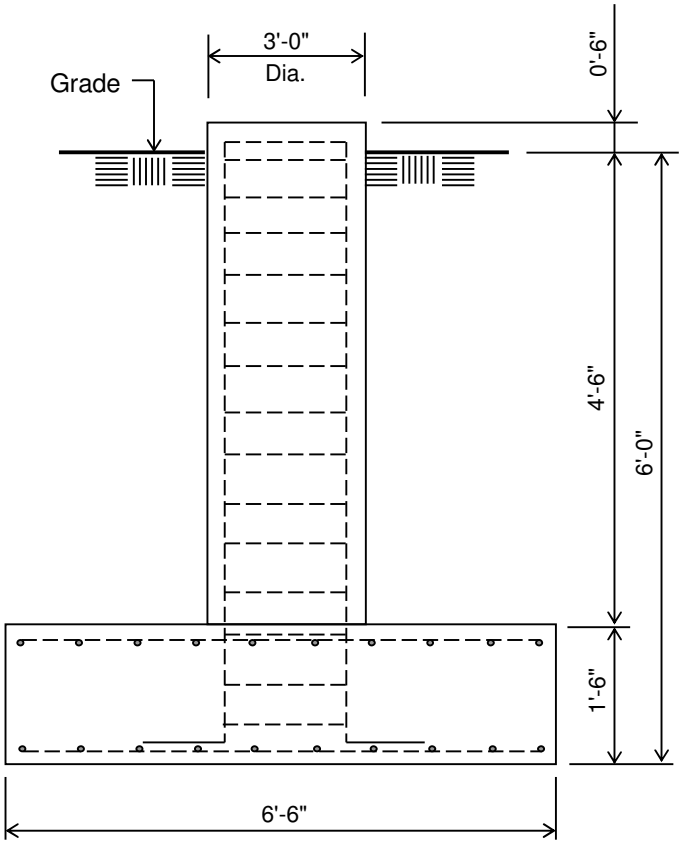
Quote:	**23-1901-RSS**
Customer:	ASPEN SKIING COMPANY
Site Name:	Any
Description:	30' Monopole
Date:	9/6/2022 By: RM

No.: 23-1901-RSS
Date: 09/06/22
By: DO

Customer: ASPEN SKIING COMPANY

30’ Monopole

PRELIMINARY -NOT FOR CONSTRUCTION-



ELEVATION VIEW
(3.66 Cu. Yds.)
(1 REQUIRED; NOT TO SCALE)

Notes:

1) Concrete shall have a minimum 28-day compressive strength of 4,500 psi, in accordance with ACI 318-14.
2) Rebar to conform to ASTM specification A615 Grade 60.
3) All rebar to have a minimum of 3” concrete cover.
4) All exposed concrete corners to be chamfered 3/4”.
5) The foundation design is based on presumptive clay soil as defined in ANSI/TIA-222-H-2017. It is recommended that a soil analysis of the site be performed to verify the soil parameters used in the design.
6) 4.5 ft of soil cover is required over the entire area of the foundation slab.
7) The bottom anchor bolt template shall be positioned as closely as possible to the bottom of the anchor bolts.

Rebar Schedule for Pad and Pier	
Pier	(10) #7 vertical rebar w/ hooks at bottom w/ #5 ties, (2) within top 5" of pier, then 4" C/C
Pad	(7) #5 horizontal rebar evenly spaced each way top and bottom (28 total)

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7101 Southbridge Drive - P.O. Box 658 - Sioux City, IA 51102-0658 - Phone 712.258.6690 - Fax 712.279.0814

Designed Appurtenance Loading

Elev	Description	Tx-Line
59	(3) AIR 6449 B77D	(6) DC/Fiber Trunks
58	Flush Mount (Monopole Only)	
56	Flush Mount (Monopole Only)	
56	(3) MIMO MAX (900 MHz)	
53	Flush Mount (Monopole Only)	
53	(3) MIMO MAX (900 MHz)	
47	Flush Mount (Monopole Only)	
47	(3) 6' x 1' x 3in Panel	(3) DC/Fiber Trunks
40	Flush Mount (Monopole Only)	
40	(3) 6' x 1' x 3in Panel	(3) DC/Fiber Trunks

Design Criteria - ANSI/TIA-222-H

Wind Speed (No Ice)	105 mph
Wind Speed (Ice)	50 mph
Design Ice Thickness	0.25 in
Risk Category	II
Exposure Category	C
Topographic Factor Procedure	Method 2 (Rigorous)
Topographic Feature	Escarpment (Downwind)
Crest Height	1181 ft
Length of Topographic Feature	10560 ft
Horizontal Distance from Structure to Crest	0 ft
Ground Elevation	9229 ft
Seismic Importance Factor, Ie	1.00
0.2-sec Spectral Response, Ss	0.468 g
1-sec Spectral Response, S1	0.091 g
Site Class	D (DEFAULT)
Seismic Design Category	C
Basic Seismic Force-Resisting System	Telecommunication Tower (Pole: Steel)

Limit State Load Combination Reactions

Load Combination	Axial (kips)	Shear (kips)	Moment (ft-k)	Deflection (ft)	Sway (deg)
1.2 D + 1.0 Wo	8.77	5.79	231.75	0.33	0.47
0.9 D + 1.0 Wo	6.58	5.79	231.47	0.32	0.47
1.2 D + 1.0 Ev + 1.0 Eh	9.4	1.12	47.21	0.07	0.1
0.9 D - 1.0 Ev + 1.0 Eh	5.92	1.12	47.1	0.07	0.1
1.0 D + 1.0 Wo (Service @ 60 mph)	7.31	1.69	67.62	0.09	0.14

Base Plate Dimensions

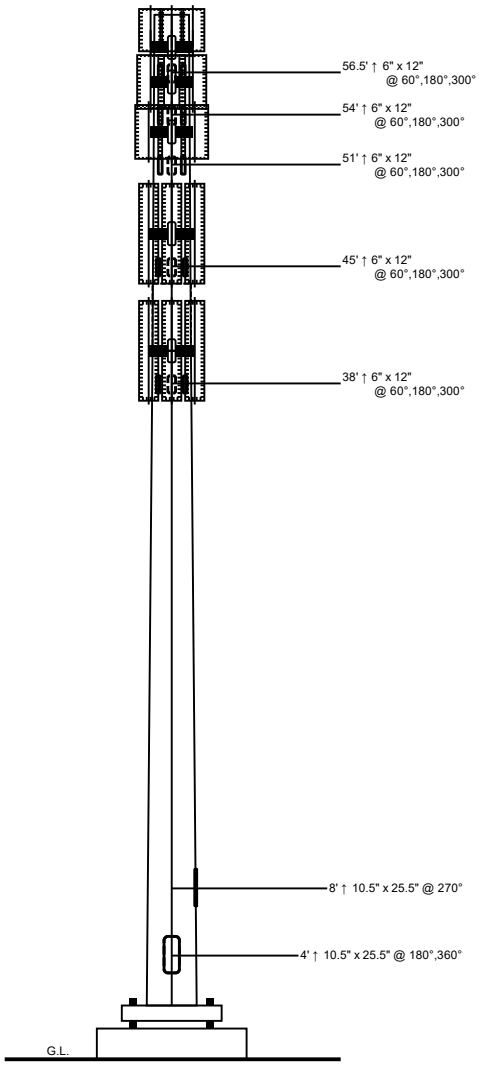
Shape	Diameter	Thickness	Bolt Circle	Bolt Qty	Bolt Diameter
Round	42.25"	1"	39.75"	16	1"

Notes

1) Antenna Feed Lines Run Inside Pole
2) All dimensions are above ground level, unless otherwise specified.
3) Weights shown are estimates. Final weights may vary.
4) This tower design and, if applicable, the foundation design(s) shown on the following page(s) also meet or exceed the requirements of the 2018 International Building Code.
5) Full Height Step Bolts

SIZES ARE PRELIMINARY AND MAY CHANGE UPON FINAL DESIGN

Length (ft)	43'-0"	20'-0"							
Number Of Sides	18								
Lap Splice (ft)			4' - 0"						
Top Diameter (in)	26.89"			24"					
Bottom Diameter (in)	36"				28.24"				
Taper (in/ft)	0.21182								
Grade	A572-65								
Weight (lbs)	4448							1824	
Overall Steel Height (ft)	59								



Sabre Industries
INNOVATION DELIVERED

Sabre Industries
7101 Southbridge Drive
P.O. Box 658
Sioux City, IA 51102-0658
Phone: (712) 258-6690
Fax: (712) 279-0814

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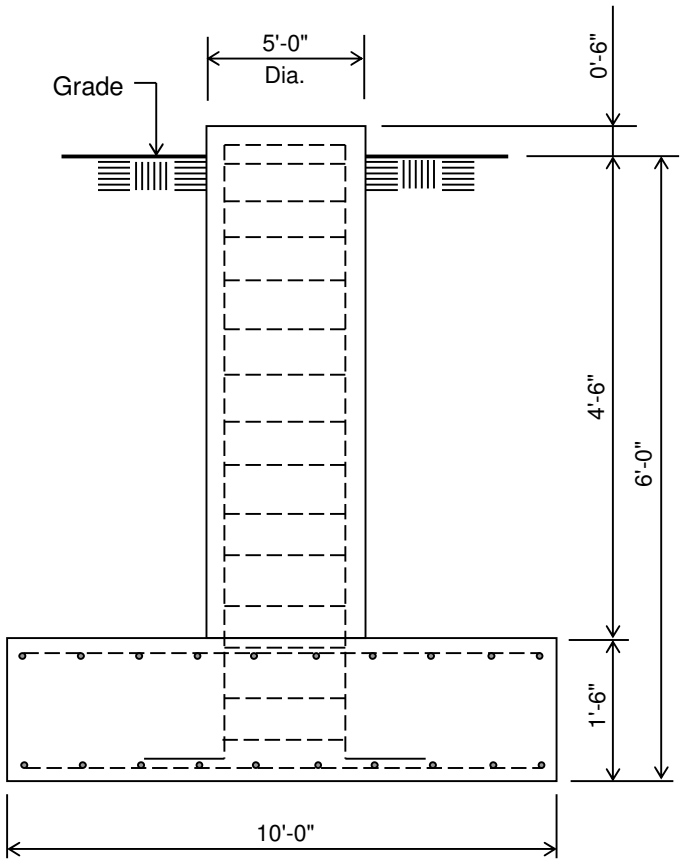
Quote:	**23-3420-RSS Opt. 3**
Customer:	ASPEN SKIING COMPANY
Site Name:	Any
Description:	60' Monopole
Date:	12/14/2022 By: RM Page: 1

No.: 23-3420-RSS Opt. 3
Date: 12/14/22
By: REB

Customer: ASPEN SKIING COMPANY

60’ Monopole

PRELIMINARY -NOT FOR CONSTRUCTION-



ELEVATION VIEW
(9.19 Cu. Yds.)
(1 REQUIRED; NOT TO SCALE)

Notes:

1) Concrete shall have a minimum 28-day compressive strength of 4,500 psi, in accordance with ACI 318-14.
2) Rebar to conform to ASTM specification A615 Grade 60.
3) All rebar to have a minimum of 3” concrete cover.
4) All exposed concrete corners to be chamfered 3/4”.
5) The foundation design is based on presumptive clay soil as defined in ANSI/TIA-222-H-2017. It is recommended that a soil analysis of the site be performed to verify the soil parameters used in the design.
6) 4.5 ft of soil cover is required over the entire area of the foundation slab.
7) The bottom anchor bolt template shall be positioned as closely as possible to the bottom of the anchor bolts.

Rebar Schedule for Pad and Pier	
Pier	(24) #7 vertical rebar w/ hooks at bottom w/ #5 ties, (2) within top 5" of pier, then 4" C/C
Pad	(11) #5 horizontal rebar evenly spaced each way top and bottom (44 total)

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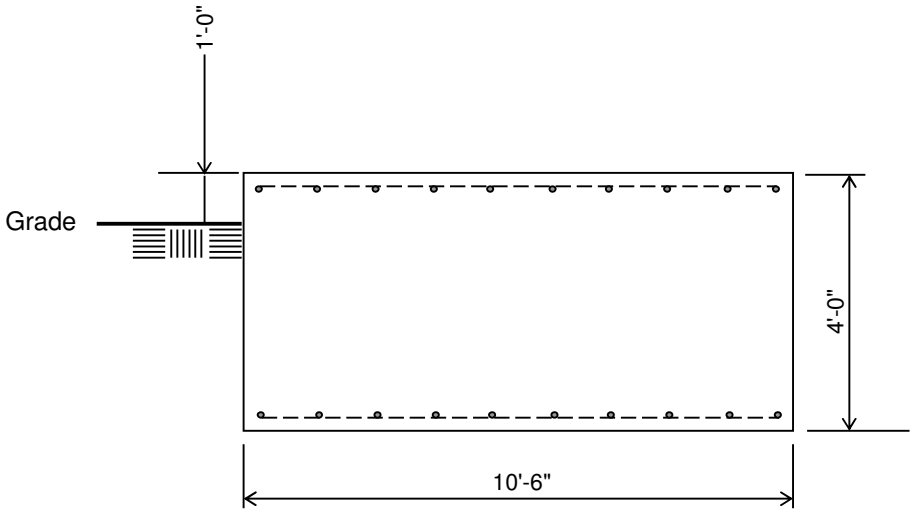
7101 Southbridge Drive - P.O. Box 658 - Sioux City, IA 51102-0658 - Phone 712.258.6690 - Fax 712.279.0814

No.: 23-3420-RSS Opt. 3
Date: 12/16/22
By: REB

Customer: ASPEN SKIING COMPANY

60’ Monopole

PRELIMINARY -NOT FOR CONSTRUCTION-



ELEVATION VIEW
(16.33 Cu. Yds.)
(1 REQUIRED; NOT TO SCALE)

Notes:

1) Concrete shall have a minimum 28-day compressive strength of 4,500 psi, in accordance with ACI 318-14.

2) Rebar to conform to ASTM specification A615 Grade 60.

3) All rebar to have a minimum of 3” concrete cover.

4) All exposed concrete corners to be chamfered 3/4”.

5) The foundation design is based on presumptive clay soil as defined in ANSI/TIA-222-H-2017. It is recommended that a soil analysis of the site be performed to verify the soil parameters used in the design.

6) The bottom anchor bolt template shall be positioned as closely as possible to the bottom of the anchor bolts.

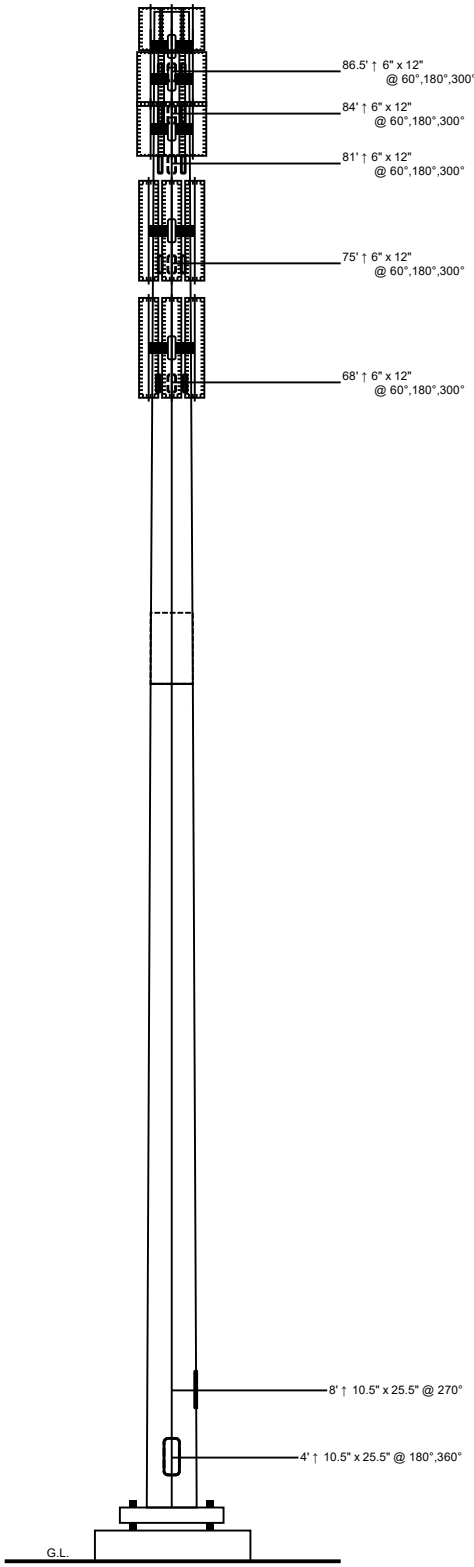
Rebar Schedule for Pad	
Pad	(13) #8 horizontal rebar evenly spaced each way top and bottom (52 total)

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SIZES ARE PRELIMINARY AND MAY CHANGE UPON FINAL DESIGN

Length (ft)	53'-3" | 40'-0"
Number Of Sides	18
Lap Splice (ft)	4' - 3"
Top Diameter (in)	28.86" | 24"
Bottom Diameter (in)	36.85" | 30"
Taper (in/ft)	0.15
Grade	A572-65
Weight (lbs)	5506 | 3493
Overall Steel Height (ft)	89



Designed Appurtenance Loading

Elev	Description	Tx-Line
89	(3) AIR 6449 B77D	(6) DC/Fiber Trunks
88	Flush Mount (Monopole Only)	
86	Flush Mount (Monopole Only)	
86	(3) MIMO MAX (900 MHz)	
83	Flush Mount (Monopole Only)	
83	(3) MIMO MAX (900 MHz)	
77	Flush Mount (Monopole Only)	
77	(3) 6' x 1' x 3in Panel	(3) DC/Fiber Trunks
70	Flush Mount (Monopole Only)	
70	(3) 6' x 1' x 3in Panel	(3) DC/Fiber Trunks

Design Criteria - ANSI/TIA-222-H

Wind Speed (No Ice)	105 mph
Wind Speed (Ice)	50 mph
Design Ice Thickness	0.25 in
Risk Category	II
Exposure Category	C
Topographic Factor Procedure	Method 2 (Rigorous)
Topographic Feature	Hill
Crest Height	1223 ft
Length of Topographic Feature	6811 ft
Horizontal Distance from Structure to Crest	0 ft
Ground Elevation	9901 ft
Seismic Importance Factor, Ie	1.00
0.2-sec Spectral Response, Ss	0.452 g
1-sec Spectral Response, S1	0.089 g
Site Class	D (DEFAULT)
Seismic Design Category	C
Basic Seismic Force-Resisting System	Telecommunication Tower (Pole: Steel)

Limit State Load Combination Reactions

Load Combination	Axial (kips)	Shear (kips)	Moment (ft-k)	Deflection (ft)	Sway (deg)
1.2 D + 1.0 Wo	12.12	10.04	600.66	1.82	1.78
0.9 D + 1.0 Wo	9.09	10.04	598.1	1.81	1.77
1.2 D + 1.0 Ev + 1.0 Eh	12.97	0.73	49.35	0.15	0.15
0.9 D - 1.0 Ev + 1.0 Eh	8.2	0.73	49.06	0.15	0.15
1.0 D + 1.0 Wo (Service @ 60 mph)	10.11	2.93	175.12	0.53	0.52

Base Plate Dimensions

Shape	Diameter	Thickness	Bolt Circle	Bolt Qty	Bolt Diameter
Round	43.25"	1"	40.75"	16	1"

Notes

1) Antenna Feed Lines Run Inside Pole
2) All dimensions are above ground level, unless otherwise specified.
3) Weights shown are estimates. Final weights may vary.
4) This tower design and, if applicable, the foundation design(s) shown on the following page(s) also meet or exceed the requirements of the 2018 International Building Code.
5) Full Height Step Bolts

Sabre Industries
INNOVATION DELIVERED

Sabre Industries
7101 Southbridge Drive
P.O. Box 658
Sioux City, IA 51102-0658
Phone: (712) 258-6690
Fax: (712) 279-0814

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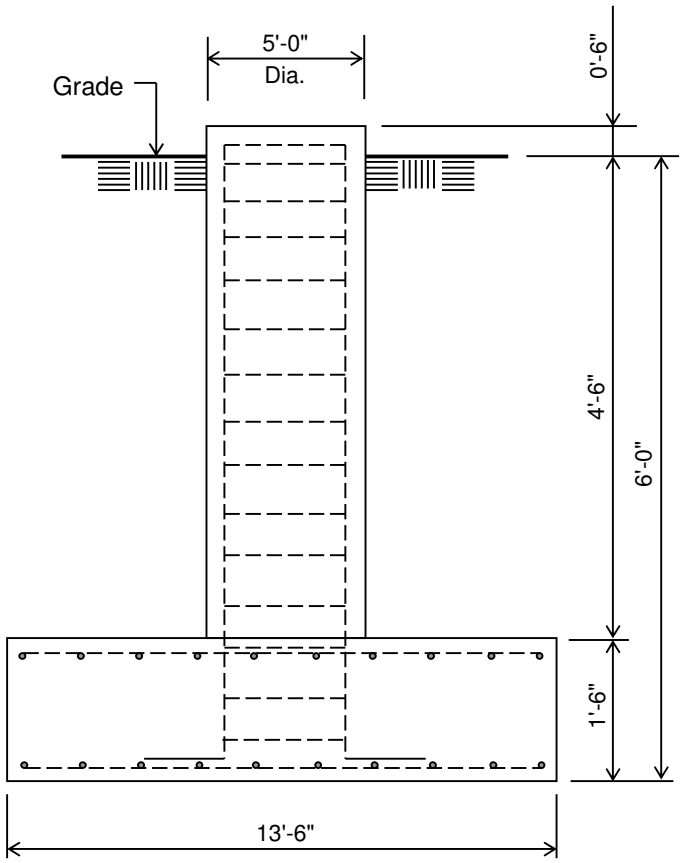
Quote:	**23-3811-RSS**
Customer:	ELK MOUNTAIN TECHNOLOGY
Site Name:	Any
Description:	90' Monopole
Date:	1/12/2023 By: RM Page: 1

No.: 23-3811-RSS
Date: 01/12/23
By: DO

Customer: ELK MOUNTAIN TECHNOLOGY

90’ Monopole

PRELIMINARY -NOT FOR CONSTRUCTION-



ELEVATION VIEW
(13.76 Cu. Yds.)
(1 REQUIRED; NOT TO SCALE)

Notes:

1) Concrete shall have a minimum 28-day compressive strength of 4,500 psi, in accordance with ACI 318-14.
2) Rebar to conform to ASTM specification A615 Grade 60.
3) All rebar to have a minimum of 3” concrete cover.
4) All exposed concrete corners to be chamfered 3/4”.
5) The foundation design is based on presumptive clay soil as defined in ANSI/TIA-222-H-2017. It is recommended that a soil analysis of the site be performed to verify the soil parameters used in the design.
6) 4.5 ft of soil cover is required over the entire area of the foundation slab.
7) The bottom anchor bolt template shall be positioned as closely as possible to the bottom of the anchor bolts.

Rebar Schedule for Pad and Pier	
Pier	(24) #7 vertical rebar w/ hooks at bottom w/ #5 ties, (2) within top 5" of pier, then 4" C/C
Pad	(14) #6 horizontal rebar evenly spaced each way top and bottom (56 total)

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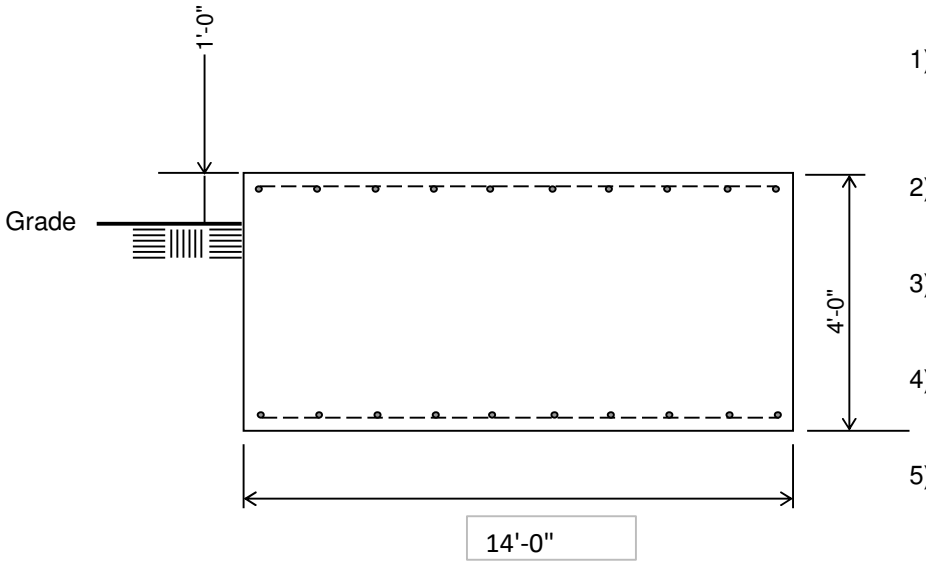
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No.: 23-3811-RSS
Date: 01/13/23
By: DO

Customer: ELK MOUNTAIN TECHNOLOGY

90’ Monopole

PRELIMINARY -NOT FOR CONSTRUCTION-



ELEVATION VIEW
(29.04 Cu. Yds.)
(1 REQUIRED; NOT TO SCALE)

Notes:

1) Concrete shall have a minimum 28-day compressive strength of 4,500 psi, in accordance with ACI 318-14.
2) Rebar to conform to ASTM specification A615 Grade 60.
3) All rebar to have a minimum of 3” concrete cover.
4) All exposed concrete corners to be chamfered 3/4”.
5) The foundation design is based on presumptive clay soil as defined in ANSI/TIA-222-H-2017. It is recommended that a soil analysis of the site be performed to verify the soil parameters used in the design.
6) The bottom anchor bolt template shall be positioned as closely as possible to the bottom of the anchor bolts.

Rebar Schedule for Pad and Pier	
Pad	(18) #8 horizontal rebar evenly spaced each way top and bottom (72 total)

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TOWN OF SNOWMASS VILLAGE

SPECIAL REVIEW APPLICATION

There are certain uses which, because of their unusual character and potential impact upon the use and enjoyment of neighboring property, cannot be classified into a particular district or districts without site specific consideration of their impacts upon neighboring lands and upon the public need for the particular use at the particular location. These uses require special review of their location, design, intensity, density, configuration, operating characteristics and impacts on public facilities, and may require the imposition of appropriate conditions to ensure the use will be compatible at a particular location and mitigates its adverse impacts.

Only those uses designated as a special review use in the underlying zone district in Article III of the Snowmass Village Municipal Code (the Code) and/or per a Final PUD Guide, may be approved by special review, after issuance of a permit in accordance with the procedures set forth herein. No approved special review use may be modified, structurally enlarged or expanded in ground area unless such modification, enlargement or expansion receives the prior approval of the Town, which approval shall be obtained by repeating the granting procedures herein provided.

GENERAL DATA REQUIREMENTS

Date: 6/6/2023

Name of Owner: Aspen Skiing Company Phone: 970418023 Email: mkeeling@asp

Address: P.O. Box 1248, Aspen, CO 81612

Name of Applicant (if different than owner): Mak Keelir Phone: 970418023 Email: mkeeling@asp

Address: P.O. Box 1248, Aspen, CO 81612

Physical Address of Property: 31 SLOPESIDE LN, Snowmass, CO 81612, N/A, NA

Legal Description: PID: 273506104001, 273302400012, USFS Lands

EXISTING CONDITION INFORMATION

Present Use: Snowmass Mountain Resort

Present Zoning: Snowmass Mountain PUD - REC and MU PUD Zone Districts

Lot Area (sq.ft.): Snowmass Mountain Operating Boundary - 5,687 acres

Allowable Floor Area Ratio per Zoning or PUD Plan: N/A

Square Footage of All Areas Calculated as Floor Area by Code: N/A

Existing Building Height (if applicable): N/A

# of Parking Spaces and Bedrooms (if applicable): N/A

PROPOSAL DATA

(Only fill in those that apply)

Proposed Use(s): Wireless communications facilities

Proposed Building Setbacks: N/A

Proposed Floor Area: N/A

Proposed Building Height: Cell tower heights range between 30 and 90 feet

Other:

DESCRIBE YOUR PROPOSED SPECIAL REVIEW

See attached application submittal letter for a project description.

PROVIDE THE FOLLOWING ADDITIONAL INFORMATION

1. **Owner's Permission**. If the applicant is not the owner of the land, or is a contract purchaser of the land, the applicant shall submit a letter signed by the owner consenting to the submission of the application. If the applicant is not the sole owner of the land, the applicant shall submit a letter signed by the other owners, or an association representing the owners, consenting to or joining in the development application.

2. **Name, Address, Telephone Number and Power of Attorney.** The applicant's name, address and telephone number. If the applicant is to be represented by an agent, a letter signed by the applicant granting power of attorney to the agent shall be submitted, authorizing the agent to represent the applicant and stating the representative's name, address and phone number.

3. **Disclosure of Ownership.** A certificate from a title insurance company or attorney licensed in the State which shall set forth the names of all owners of property included in the application and shall include a list of all mortgages, judgments, liens, contracts, easements or agreements of record that affect the property. At the Town's option, the holders or owners of such mortgages, judgments, liens, contracts, easements or agreements of record may be required to consent to the application before it is acted upon by the Town.

4. **Vicinity Map.** An eight and one-half inch by eleven inch (8 1/2" x 11") vicinity map locating the subject parcel within the Town of Snowmass Village.

5. **Site Plan.** A site plan, showing proposed features that are relevant to the special review application.

6. **Improvements and Topographical Survey.** An improvements and topographical survey, showing the location and dimensions of all existing structures, streets, alleys, easements, drainage areas, irrigation ditches, public and private utilities and other significant features within the property, if determined needed at the pre-application conference.

7. **Other Information.** The Planning Director may request the applicant to submit such other information as is necessary to evaluate the impacts of the special review application. Examples of the information that may be requested are elevations of proposed new or remodeled structures, analysis of the traffic impacts of the proposed use, or evaluation of the environmental impacts of the proposed use.

8. **Other Maps.** All other maps required for the application shall be prepared at a scale of one inch equals one hundred feet (1" = 100') or larger, on sheets no larger than thirty inches by forty-two inches (30" x 42"), with an unencumbered margin of one and one-half inches (1.5") on the left hand side of the sheet and one-half inch (0.5") around the other three (3) sides of the sheet. Sheets of twenty-four by thirty-six inches (24" x 36") are preferred. If it is necessary to place information on more than one (1) sheet, an index shall be included on the first sheet. Report-size versions of all maps, reduced to a sheet size of no greater than eleven inches by seventeen inches (11" x 17"), shall also be submitted.

9. **Base Fee.** The application shall be accompanied by the applicable base fee from the Planning Department Application Fee Agreement and fee schedule. The applicant shall reimburse the Town for such amounts in excess of the base fee as determined by the Planning Director. The reimbursement to the Town by the applicant shall be due and payable within fifteen (15) days of the date of billing.

NO APPLICATION WILL BE PROCESSED UNTIL ALL REQUIRED INFORMATION IS PROVIDED.

REVIEW STANDARDS

An application for a special review use shall comply with the following standards:

1. **Consistent With Comprehensive Plan.** The proposed use shall be consistent with the intent of the Town of Snowmass Village Comprehensive Plan.

2. **Comply With Standards of Development Code.** The proposed use shall comply with all other applicable standards of this Development Code, including, but not limited to:

   a. **Zone District Standards.** The purpose of the zone district in which it is located, the dimensional limitations of that zone district, and any standards applicable to the particular use, all as specified in Article 3 of the Code.

   b. **Development Evaluation Standards.** The applicable standards specified in Article 4 of the Code.

3. **Compatible.** The proposed use shall be appropriate to its proposed location and be compatible with the character of surrounding land uses in the area, and shall not adversely affect the future development of the surrounding area.

4. **Adequacy of Access.** Access to the site shall be adequate for the proposed use, considering the width of adjacent streets, their grades, intersection safety, visibility and entrance into the area to be developed. When appropriate, public transportation, or other public or private transportation services, and appropriate pedestrian facilities, shall be made available to serve the use.

5. **Design Minimizes Adverse Impact.** The design and operation of the proposed use shall minimize adverse impacts and shall not create a nuisance, considering such impacts as traffic congestion or traffic hazards, service delivery, parking and loading, trash removal, odors, noise, glare and vibration.

6. **Design Minimizes Environmental Impact.** The proposed use shall minimize environmental impacts and shall not cause significant deterioration of water and air resources, wildlife habitat, scenic resources, and other natural resources.

7. **Facilities.** There shall be adequate public facilities available to serve the proposed use, or the applicant shall propose necessary improvements to address service deficiencies that the use would cause. In particular, the applicant shall demonstrate that adequate water supply and sewage disposal service is available for the proposed use, including sufficient water pressure to provide for fire protection needs.

8. **Parking.** Sufficient off-street parking shall be provided for the proposed use.

REASONS FOR REQUESTING THIS SPECIAL REVIEW

1. Consistent with Comprehensive Plan:

See attached application submittal letter for response

2. Consistent with Standards of Development Code

a) Zone District Standards:

See attached application submittal letter for response

b) Development Evaluation Standards:

See attached application submittal letter for response

3. Compatible:

See attached application submittal letter for response

4. Adequacy of Access:

See attached application submittal letter for response

5. Design Minimizes Adverse Impact:

See attached application submittal letter for response

6. Design Minimizes Environmental Impact:

See attached application submittal letter for response

7. Facilities:

See attached application submittal letter for response

8. Parking:

See attached application submittal letter for response

REVIEW PROCEDURE

The following procedures shall apply to a special review application, (see attached figure Special Review Application Procedures).

1. **Pre-Application Conference.** Attendance at a pre-application conference is required prior to submission of an application for a special review permit.

2. **Submission of Application.** The applicant shall submit an application to the Planning Department.

3. **Staff Review.** Staff review of the application.

4. **Administrative Review Public Hearing.** A complete copy of the application shall be forwarded to the Planning Director, together with a copy of the staff review. The Planning Director shall hold a public hearing to consider the application, conducted pursuant to Section 5-160 (B) of the Code.

   a. **Action by Planning Director.** Within three (3) days after the closure of the public hearing, the Planning Director shall approve, approve with conditions, or deny the application, considering the relevant materials and testimony.
   b. **Referral to Planning Commission.** If, during the staff review or during the public hearing, any issues arise that cannot be resolved to the satisfaction of the staff or the applicant, then the staff shall refer the application within thirty (30) days to the Planning Commission, which shall approve, approve with conditions, or deny the application, based on the review standards. **Public notice** that an application for a special review use has been referred to the Planning Commission shall be given by publication, mailing and posting of notice.

   Or,

5. **Action by decision-making body**. The following procedure shall apply to an application for special review if, due to its scale or potential impacts upon surrounding properties due to the nature and intensity of the proposed activity or use, it is determined by the Planning Director to warrant referral to the Planning Commission and Town Council for final determination.

   a. **Planning Commission review.** A complete copy of the application shall be forwarded to the Planning Commission together with a copy of the staff review. The Planning Commission shall review the application, considering the relevant materials and testimony and the Review Standards and shall make its recommendations to the Town Council.
   b. **Action by Town Council.** A complete copy of the application shall be forwarded to the Town Council, together with a copyh of the staff review. Public notice that the Town Council will consider the application shall be given by publication, posting and mailing of the notice. The Town Council shall hold a public hearing to consider the application. The Town Council shall consider all relevant materials and testimony, shall consider the Review Standards, and shall approve, approve with conditions or deny the application.

6. **Conditions Authorized.** The Planning Director, the Planning Commission or Town Council may, in approving the special review permit, impose such restrictions and conditions on such approval, the proposed use, and the premises to be developed or used pursuant to such approval, as it determines are required by the Comprehensive Plan and the Code to prevent or minimize adverse effects from the proposed use and development on surrounding land uses and on the general health, safety, and welfare of the Town. The Town shall be authorized to set limits on the length of any special review permit that it issues and to obtain assurances that the ongoing operation of the use will comply with all of the applicant's representations and all conditions of approval, such as by requiring an annual compliance review. All conditions imposed in any special review approval, with the exception of conditions made applicable to such approval by the express terms of the Code, shall be set forth in the special review permit.

7. **Appeal.** A decision by the Planning Director or the Planning Commission on a special review application may be appealed, pursuant to Section 5-170 of the Code. The appeal shall be referred to the Town Council, which shall consider the matter pursuant to Section 5-170 (D) of the Code.

MANNER AND TIMING OF PUBLIC NOTICE

Public notice shall be given by publication of notice in the newspaper, mailing of notice to property owners surrounding the subject property, and posting of notice on the property, as specified below.

1. **Publication of Notice.** Publication of notice shall be accomplished by the staff, who shall place a legal notice in a newspaper of general circulation in the Town. The legal notice shall state the date, time, location and purpose of the public hearing, and the name of the decision-making body conducting the hearing and shall be published once.

2. **Mailing of Notice.** Mailing of notice shall be accomplished by the applicant. The notice that the applicant shall mail shall be prepared by the Planning Director and provided to the applicant. Notice shall be sent by first class mail to all property owners located within three hundred feet (300') of the subject property fifteen (15) days prior to the public hearing date.

    a. **Source of List.** The applicant shall compile the list of property owners to whom notice will be mailed by using the most current list of property owners on file with the Pitkin County Tax Assessor.

    b. **Contents of Mailed Notice.** The notice that is mailed shall contain the following information:

        i. **Description of Proposal.** A description of the proposed application, including a reference to the Code section under which the application will be processed and the name of the decision-making body that will conduct the hearing. An exhibit depicting the proposed development shall also be included.

        ii. **Description of Property.** A description of the subject property.

        iii. **Vicinity Map.** A vicinity map showing the location of the property within the Town.

        iv. **Date, Time and Place.** The date, time and place of the public hearing for which notice is being given.

    c. **Additional Hearings.** The written notice shall also state that additional public hearings may be held before the Planning Commission and/or Town Council at later dates, for which only published notice shall be required, and shall indicate that additional information regarding the proposal is available for inspection at the Town offices during normal business hours.

    d. **Contact Person.** The address and telephone number of the Planning and Building Department, and the name of the person to whom written comments should be directed prior to the public hearing.

3. **Posting of Notice.** Posting of notice shall be accomplished by the applicant fifteen (15) days prior to the public hearing date. The applicant shall obtain a copy of the sign from the staff or shall use a form provided by the Planning and Building Department. The applicant shall enter onto the sign the

date, time, location and purpose of the public hearing, and the name of the decision-making body conducting the hearing. The applicant shall post the sign in a conspicuous location on the subject property. The dimensions of such posting shall be a minimum of twenty-two inches wide by twenty-six inches high (22" 26"). Lettering on the sign shall be a minimum of one-inch (1") in height. The materials to which the notice form is affixed shall be sturdy and waterproof or shall have a waterproof covering. The applicant shall maintain the sign in a legible manner until the closure of the public hearing and shall remove it on the day following closure of the public hearing.

4. **Validity of Notice.** If the applicant follows the procedures indicated above in good faith, the failure of any particular property owner to receive notice shall not affect the validity of the proceedings which require such notice.

5. **Proof of Notice.** At or before the actual public hearing, the applicant shall provide the Town with an affidavit certifying that notice was posted. A copy of the list of property owners to whom notice was mailed shall be attached to the affidavit. A photograph of the posted sign shall also be attached to the affidavit.

LENGTH OF PERMIT VALIDITY

A special review permit shall be valid for three (3) years from the date of its issuance. If, within three (3) years, the applicant shall not have obtained a building permit to develop the special review use, or shall not have placed the special review use into operation, if the use does not require a building permit, then the permit shall expire.

1. **Extension.** An applicant may request an extension of these expiration provisions. The request shall be submitted to the Planning Department and must be submitted prior to the date on which the permit is to expire. Submission of a request for an extension shall stay the expiration of the permit until such time as the extension request is approved or denied by the Town Council.

2. **Town Council Authority.** Authority to grant an extension of up to one (1) year shall be at the sole discretion of the Town Council, which shall consider whether it has been demonstrated that: (a) the applicant has diligently pursued the permit; (b) failure to proceed with the permit was beyond the applicant's control; and (c) there is a reasonable likelihood that the permit will be developed within the next year.

Town of Snowmass Village
PO Box 5010, 130 Kearns Rd
Snowmass Village, CO 81615
(970)923-5524 | (970)923-1861 fax

WIRELESS COMMUNICATIONS FACILITIES APPLICATION

All applications for the installation or development of Wireless Communications Facilities (WCFs) and/or equipment must receive land use and development approval, building permits, and/or ROW permits, as applicable, prior to installation. Concurrent with the issuance of appropriate building and ROW permits, WCFs and/or equipment shall be reviewed for approval by the Community Development Director (and when applicable, the Town Engineer) in conformance with the provisions and criteria of Section 16A-3-250 of the Town's Municipal Code. WCFs and equipment subject to the provisions and criteria of Section 16A-3-250 include without limitation, WCFs within the Public Rights of Way, cellular telephone, paging, enhanced specialized mobile radio (ESMR), personal communication services (PCS), commercial mobile radio service (CMRS) and other wireless commercial telecommunication devices and all associated structures and equipment including transmitters, antennas, monopoles, towers, masts and microwave dishes, cabinets and equipment rooms. All references made throughout Section 16A-3-250, to any of the devices to which Section 16A-3-250 is applicable, shall be construed to include all other devices to which Section 16A-3-250 is applicable.

No new wireless facility shall be constructed, and no collocation or modification to any existing wireless facility may occur except after submittal of an application and approval by the Town to ensure compliance with the applicable provisions of the Town's Land Use and Development Code and Municipal Code. All work done pursuant to wireless facility applications must be completed in accordance with all applicable building and safety requirements and any other applicable regulations. The review process varies according to the type and location of the proposed facility. The review process is intended to ensure that the facility will be designed and sited in a manner that complies with the provisions of Section 16A-3-250 of the Town's Municipal Code and uses the *Wireless Communications Facilities Design Guidelines* in such a way to minimize negative impacts on surrounding property.

Voluntary Preliminary Review: Because shot clocks greatly reduce staff's ability to help a submitted project through the process, the Town strongly encourages applicants to submit voluntary preliminary review applications for any WCF project. Preliminary reviews are not a project and are not subject to any shot clock. Staff can then work with an applicant to address issues prior to submittal.

Shot Clock Processing Standards: To meet shot clock requirements, the Town requires the concurrent submittal of developmental approval, Building/Electrical permit, and ROW permits at the same time. If the applicant does not want this, they must toll the shot clock. Tolling applies to the whole project, including any ministerial construction permits. Tolled projects will still be processed diligently.

In addition to the applicable application and review procedures listed in the Section 16A-3-250(e) and Section 16A-3-250(f) in Town Code, all applications shall be reviewed based on all applicable requirements outlined in Chapter 11 - *Streets, Sidewalks and Public Property*, Chapter 16A - *Land Use and Development Code*, and Chapter 18 - *Building Regulations*.

Pursuant to Town Code *Section 16A-5-40*, a WCF development application for a WCF not located in the public ROW may only be submitted to the Planning Department by the owner, or any other person having a recognized interest in the land for which the development is proposed, or their authorized agent. If the applicant is not the owner of the land, or is a contract purchaser of the land, the applicant shall submit a letter signed by the owner consenting to the submission of the application. If the applicant is not the sole owner of the land, the applicant shall submit a letter signed by the other owners, or an association representing the owners, consenting to, or joining in the development application.

Also, Pursuant to Town Code *Section 16A-5-40*, the development application shall include the information and materials specified for that particular type of application in the applicable Section of Article V of Chapter 16A of the Town's Code. In addition, all development applications shall, at a minimum, include the following information and materials.

1. Contact Information

The applicant shall submit and maintain current at all times basic contact information set forth below. The applicant shall notify the Town of any changes to the information submitted within fifteen (15) calendar days following any such change. This information shall include the following:

i) The identity, including name, company, address, email, and telephone number of the applicant:

Applicant Name: Mak Keeling

Company Name: Aspen Skiing Company

Company Address: P.O. Box 1248, Aspen, CO 81612

Applicant Email: mkeeling@aspensnowmass.com

Applicant Telephone: (970) 418-0233

ii) The identity, including name, address, email, and telephone number of the owner of the proposed wireless facility, including official identification numbers and FCC certifications and, if different from the owner, the identity of the person or entity responsible for operating the proposed wireless facility:

Owner Name: Aspen Skiing Company

Owner Address: P.O. Box 1248, Aspen, CO 81612

Owner Email: mkeeling@aspensnowmass.com

Owner Telephone: (970) 418-0233

ID numbers and
FCC certifications: TBD

Operator Name: TBD

Operator Address: TBD

Operator Email: TBD

Operator Telephone: TBD

iii) If the owner of the structure on which the proposed wireless facility would be installed is not the Town and is different than (ii) above, the identity, including name, address, email, and telephone number of the owner of the structure (**Please provide a copy of the authorization or license to use the structure**):

Structure Owner Name: N/A

Structure Owner Address: N/A

Structure Owner Email: N/A

Structure Owner Telephone: N/A

iv) Name, address, email, and telephone number of a local contact person for emergencies:

Emergency Contact Name: Mak Keeling

Emergency Contact Address: P.O. Box 1248, Aspen, CO 81612

Emergency Contact Email: mkeeling@aspensnowmass.com

Emergency Contact Telephone: (970) 418-0233

2. Type of Application

Please check the applicable boxes and provide any information required below as an attachment to this Application, along with a written explanation identifying the facts relied upon to support the claimed treatment.

☐ Small Cell Facility. Applicant asserts that the application qualifies as an "Small Cell Facility" (SCF) (as defined in Section 16A-3-250 of the Town's Municipal Code or any successor provision).

☐ Collocation – Small Cell Facility (Existing Structure). Applicant asserts that the application is being submitted for approval of a Collocation of a Small Wireless Facility, that is, the proposed facility both meets the definition of "small wireless facility" and is a "collocation" (both as defined by in Section 16A-3-250 of the Town's Municipal Code or any successor provision). Replacements of existing structures are "collocations". ***The applicable FCC shot clock is sixty (60) days.***

☐ Small Cell Facility (New Structure). Applicant asserts that the application is being submitted for approval to deploy a Small Wireless Facility (as defined by Section 16A-3-250 of the Town's Municipal Code or any successor provision) involving placement of a new structure. ***The applicable FCC shot clock is ninety (90) days.***

☐ Eligible Facilities Requests. Applicant asserts that the application qualifies as an "eligible facilities request" (EFR) (as defined in Section 16A-3-250 of the Town's Municipal Code, or any successor provision). ***The applicable FCC shot clock is sixty (60) days.***

☐ Non-Eligible Facilities Request Collocation. Applicant asserts that the application is being submitted for approval to deploy new transmission equipment on an existing tower or base station, but that would substantially change dimensions of the tower or base station. ***The applicable FCC shot clock is ninety (90) days.***

☒ New Deployment of non-Small Cell Wireless Facility. Applicant asserts that the application is being submitted for approval to deploy a new tower. ***The applicable FCC shot clock is One-hundred and fifty (150) days.***

☐ Project is located in the Town's Right-of-Way. Applicant asserts that the application is being submitted for approval of a project located in the Town's Right-of-Way.

☐ Check this box if this a consolidated small cell application. If this is a consolidated application, attach additional copies of the Contact Information section indicating the Property Owner Information, Site Location, and Structure Owner Information for each small wireless facility.

How many small wireless facilities are included in this consolidated application? _____

3. Legal description

Please check the box after providing the required legal description as an attachment to this Application.

☒ The legal description and street address, if such exists, of the parcel on which the WCF development is proposed.

4. Disclosure of ownership

Please check the box, if applicable, after providing the required ownership information as an attachment to this Application.

☒ If the property is not located in the public ROW, a current certificate from a title insurance company or attorney licensed in the State which shall set forth the names of all owners of property included in the application and shall include a list of all mortgages, judgments, liens, contracts, easements, or agreements of record that affect the property. At the Town's option, the holders or owners of such mortgages, judgments, liens, contracts, easements, or agreements of record may be required to consent to the application before it is acted upon by the Town.

5. Written description

Please check the box after providing the information required as an attachment to this Application.

☒ A written description of the proposed development and an explanation, in written, graphic, or model form, of how the proposed development complies with the review standards applicable to the application, found in the applicable Section of Article V of Chapter 16A of the Town's Code.

6. Vicinity map

Please check the box after providing the required vicinity map as an attachment to this Application.

☒ An eight and one-half inch by eleven-inch (8½" x 11") vicinity map locating the subject parcel within the Town.

Other maps. It is important that the applicant note that all other maps required for the application shall be prepared at a scale of one-inch equals one hundred feet (1" = 100') or larger, on sheets no larger than thirty inches by forty-two inches (30" x 42"), with an unencumbered margin of one and one-half inches (1.5") on the left-hand side of the sheet and one-half inch (0.5") around the other three (3) sides of the sheet. Sheets of twenty-four by thirty-six inches (24" x 36") are preferred. If it is necessary to place information on more than one (1) sheet, an index shall be included on the first sheet. Report-size versions of all maps, reduced to a sheet eleven inches by seventeen inches (11" x 17"), shall also be submitted.

7. Building Permit

Please check the box, if applicable, after providing the required permit or permit application as an attachment to this Application.

☒ A Building Permit shall be submitted concurrently with the Development Application. Depending on the nature of project, a full Building Permit may be necessary. A contractor for the proposed work must be identified with the submitted application. A Building Permit without an identified contractor will be deemed incomplete – and the application will be tolled until the contractor is identified.

8. Electrical Permit

Please check the box, if applicable, after providing the required permit or permit application as an attachment to this Application.

☒ An Electrical Permit shall be submitted concurrently with the Development Application. Depending on the nature of project, a full Electrical Permit may be necessary, which would be the case for most Eligible Facilities Requests. A contractor for the proposed work must be identified with the submitted application. An Electrical Permit without an identified contractor will be deemed incomplete – and the application will be tolled until the contractor is identified.

9. Right of Way (ROW) Permit

Please check the box, if applicable, after providing the required permit or permit application as an attachment to this Application.

☐ For all facilities located in the public ROW, a ROW Permit application shall be submitted concurrently with the Development Application. A contractor for the proposed work must be identified with the submitted application. A ROW permit without an identified contractor will be deemed incomplete – and the application will be tolled until the contractor is identified. Additionally, an Electrical Permit shall be required for any installation that involves line voltage.

10. Radio Frequency Standards

Please check the box after providing the required site-specific non-ionizing electromagnetic radiation (NIER) or electromagnetic energy (EME) report as an attachment to this Application.

Following construction, wireless providers would attain all local, state, and federal permits required to install their equipment at each tower. They would comply with FCC standards for radio frequency emissions, including MPE regulations.

☒ All WCFs shall comply with federal standards for radio frequency emissions. The wireless provider shall certify that the WCF is in compliance with applicable FCC Maximum Permissible Exposure (MPE) regulations, by submitting a site-specific non-ionizing electromagnetic radiation (NIER) or electromagnetic energy (EME) report for the WCF equipment type and model being installed at the site that is endorsed by a radiofrequency engineer licensed in the State of Colorado, including a certification that the WCF complies with all radiation and electromagnetic standards. The report shall specify approach distances to the general public and occupational workers at the ground and antenna centerline levels. The report shall include instructions regarding powering off the equipment or contact information for a person who can power off the equipment. No significant changes to the power, location, RF emission patterns and/or emitting frequencies may be made without prior notification and approval. However, no substantive changes, for example, in-kind replacements of transmitters of the same frequency, radiation patterns and power are permitted. The Town retains the right to independently verify the RF patterns as installed.

11. Master License Agreement

Please check the box, if applicable, after providing the required Master License Agreement as an attachment to this Application.

☐ In addition to providing a permit, to collocate a small wireless facility on a Municipal streetlight pole, the Town, by and through the Town Council, and applicants must execute a Master License Agreement as per the Town's Right-of-Way regulations, provided by the Town for the initial collocation. A copy of said Agreement is on file in the Town and incorporated herein by reference as exhibit A. For subsequent approved permits to collocate on a small wireless facility on a Municipal streetlight pole, the Town, by and through the Town Manager, or designee, and the applicant may enter into a License Supplement of the Master License Agreement in a form approved by the Town Manager for such purpose.

12. Additional Application Requirements and Conditions for <u>Small Cell Facility Development Applications in the Public ROW</u>

Please check all the boxes, if applicable, after providing the information required as an attachment to this Application.

☐ Site specific structural integrity and, for a Municipal streetlight pole, make-ready analysis prepared by a Colorado licensed structural engineer.

☐ The location where each proposed small wireless facility would be installed and photographs of the location and its immediate surroundings depicting the streetlight poles or structures on which each proposed small wireless facility would be mounted or location where wireless support structures would be installed. This should include a depiction of the completed facility.

☐ Specifications and drawings prepared by a Colorado licensed structural engineer for each proposed small wireless facility covered by the application as it is proposed to be installed.

☐ The equipment type and model numbers for the antennas and all other wireless equipment associated with the small wireless facility.

☐ A proposed schedule for the installation and completion of each small wireless facility covered by the application, if approved.

☐ Certification that the collocation complies with the collocation requirements and conditions contained in Section 16A-3-250 of the Town's Municipal Code, to the best of the applicant's knowledge.

☐ In the event that the proposed small wireless facility is to be attached to an existing pole owned by an entity other than the Town, the wireless provider shall provide legally competent evidence of the consent of the owner of such pole to the proposed collocation.

13. Public Safety

Please check the box to indicate that the applicant agrees that pursuant to Town Code Section 16A-3-250(e)(4) the following testing procedures will be followed.

☒ Pursuant to Town Code Section 16A-3-250(e)(4), the wireless provider shall comply with all applicable FCC, state, and local codes, provisions, or regulations that concern public safety. WCFs must not result in human exposure to radio frequency radiation in excess of applicable safety standards specified in 47 CFR Rule 1.1307(b). After transmitter and antenna system optimization, but prior to unattended operations of the facility, the wireless provider or its representative must conduct on-site post-installation RF emissions testing to demonstrate actual compliance with the FCC OET Bulletin 65 RF emissions safety rules for general population/uncontrolled RF exposure in all sectors. For this testing, the transmitter shall be operating at maximum operating power, and the testing shall occur outwards to a distance where the RF emissions no longer exceed the uncontrolled/general population limit. The wireless provider shall submit documentation of this testing to the Town within ninety (90) days after installation of the facility. RF emissions testing shall be conducted annually, and the wireless provider shall submit documentation of this testing to the Town within ninety (90) days after the testing is completed.

14. Notice Requirements

Please check all the boxes, if applicable, to indicate that the applicant agrees that pursuant to sections of Town Code Section 16A-5-60, **at the issuance of a completeness letter for an application for a new SCF installation**, the following procedures for public notice will be followed.

☐ Within 15 days of the completeness letter being issued, the following notice materials are required:

- ☐ A 24x36 poster will be placed at the location of the proposed facility. The poster will include the following information:
  - A photo simulation of the proposed facility.
  - A brief description of the type of equipment and RF signal that is emitting from the facility.
  - Contact information for the applicant.
  - Contact information for Town staff.
- ☐ A mailed notice to all property owners within 300 feet of each proposed facility, measured from the parcel line to the proposed facility. The mailed notice will include the information required by the on-site poster – and shall additionally include text that better explains what a SCF is.
- ☐ Newspaper Notice – Town of Snowmass Village Community Development will facilitate.
- ☐ Location information shall be provided in a compatible format so that Town of Snowmass Village GIS can update the location in a layer on the Snowmass Village map identifying Existing and Pending Wireless facilities.

The Town of Snowmass Village Community Development Department will assist the applicant in the provision of the notice. Any delays in the provision of necessary materials for public notice by the applicant will result in a hard stop on the shot clock tolling. All costs associated with the issuance of public notice shall be the responsibility of the applicant.

15. Fee (* The Town of Snowmass Village will Complete this Section of this Application ***)**

The Town will complete this section after the applicant completes all the other sections of this application. Once the Town has determined the appropriate fees for this application, the Town will send this application, including a listing of all fees, back to the applicant to pay all the fees associated with this application. A determination of application completeness and shot clocks will not start until all fees associated with this application have been paid in full.

All WCF development applications, except for small wireless facility development applications in the ROW, shall be accompanied by the applicable base fee from the Planning Department's fee schedule. The fee schedule shall be established and may be revised from time-to-time by the Planning Director. The fee schedule shall be available for review in the Planning Department during normal business hours.

The Town will check the appropriate boxes below after determining the appropriate base fees.

☐ Actual fee. The actual review fee shall be computed by the Planning Director, based upon a staff hourly rate determined by the Planning Director to be an estimate of the fully allocated hourly cost of review of the application by the Town staff, plus the actual costs incurred by the Town in employing consultants, including attorneys and engineers, performing services for the Town directly related to the application. **Fee:** _____

☐ Reimbursement due. The applicant shall reimburse the Town for such amounts in excess of the base fee as determined by the Planning Director. The reimbursement to the Town by the applicant shall be due and payable within fifteen (15) days of the date of billing. **Fee:** _____

☐ The Town retains the right to require an applicant to pay the fees and costs of any consultant engaged by the Town to assist in the review of plans, applications, reports, inspections, and/or testing. **Fee:** _____

The applicable fees for small cell facility development applications in the public ROW shall be as follows. The Town will check the appropriate boxes below after determining the appropriate fees based on the type of application required by the statements below.

☐ The application fee for an application to collocate a small wireless facility that includes the installation of a new pole shall be: (i) not less than $1,000 one-time fee for each Small Wireless Facility addressed in an application that includes a new pole; or (ii) established by the Town by resolution as a reasonable, non-discriminatory approximation of the Town's costs; or (iii) agreed upon by the Town and a permittee in a Master License Agreement. **Fee:** _____

☐ The application fee for an application to collocate a small wireless facility on an existing streetlight pole or wireless support structure or replacement of an existing streetlight pole or wireless support structure shall be: (i) not less than $500 one-time fee for a single up-front application that includes up to five Small Wireless Facilities, with an additional $100 for each Small Wireless Facility beyond five; or (ii) established by the Town by resolution as a reasonable, non-discriminatory approximation of the Town's costs; or (iii) agreed upon by the Town and a permittee in a Master License Agreement. **Fee:** _____

☐ A wireless provider shall pay to the Town an annual recurring license fee: (i) not less than $270 per small wireless facility on a Town streetlight pole located in a ROW; or (ii) established by the Town by resolution as a reasonable, non-discriminatory approximation of the Town's costs; or (iii) agreed upon by the Town and a permittee in a Master License Agreement. **Fee:** _____

The annual recurring license fee shall be payable on the first day after the first annual anniversary of the issuance of the permit or notice of intent to collocate, and on each annual anniversary date thereafter.

☐ The Town retains the right to require an applicant to pay the fees and costs of any consultant engaged by the Town to assist in the review of plans, applications, reports, inspections, and/or testing. **Fee:** _____

ASPEN SNOWMASS

April 24, 2023

***VIA* E-MAIL AND U.S. MAIL**
Town of Snowmass Village
Town of Snowmass Village Community Development Department
130 Kearns Rd., 2nd floor
Snowmass Village, CO 81615

Re: Cell Tower Construction
Statement of Authority -Two Creeks Parcel (Parcel ID 273506104001)

To Whom it May Concern:

I am an attorney licensed to practice law in the State of Colorado and serve as COO-Mountain Division and Chief Legal Officer for Aspen Skiing Company.

Aspen Skiing Company owns the above-captioned parcel. There are no mortgages, liens or other encumbrances on this parcel or any related sites

As COO and CLO, I am an authorized legal representative of Aspen Skiing Company and hereby authorize Chris Kiley, Senior Vice President of Aspen Skiing Company, and Mak Keeling, as ASC's project management representative, to file and prosecute all necessary and prudent applications.

Regards,

Rana Dershowitz
COO-Mountain Division and Chief Legal Officer
Aspen Skiing Company
(970) 300-7150

cc: Chris Kiley, SVP ASC Planning & Development Dept.
David Clark, VP, ASC Deputy General Counsel
Mak Keeling, ASC Senior Project Manager

P.O. Box 1248
Aspen, CO 81612-1248
970-925-1220
aspensnowmass.com

ASPEN SNOWMASS

April 24, 2023

***VIA* E-MAIL AND U.S. MAIL**
United States Forest Service
White River National Forest
Aspen-Sopris Ranger District
620 Main St.
Carbondale, CO 81623

Re: Cell Tower Construction
Statement of Authority – Cell Tower Construction Application No. TBD
Special Use Permit Authorization Holder Nos.: 4048/01; 4065/03; 4034/01; 4065/01

To whom it may concern:

I am an attorney licensed to practice law in the State of Colorado and serve as COO-Mountain Division and Chief Legal Officer for Aspen Skiing Company.

Aspen Skiing Company is the USFS Special Use Permit holder for the Aspen Mountain, Aspen Highlands, Snowmass, and Buttermilk ski areas (the "Ski Areas"), all of which are located in Pitkin County Colorado. The Ski Areas within the Special Use Permit areas consist of land owned by United States Forest Service, Pitkin County, along with certain parcels under private ownership. None of the proposed cell tower sites are subject to any mortgages, liens, or encumbrances.

As COO and CLO, I am an authorized legal representative of Aspen Skiing Company and hereby authorize Chris Kiley, Senior Vice President of Aspen Skiing Company's Planning and Development Department, and Mak Keeling, Senior Project Manager, as ASC's project management representative, to file and prosecute all necessary and prudent applications associated with this project.

Regards,

Rana Dershowitz
COO-Mountain Division and Chief Legal Officer
Aspen Skiing Company
(970) 300-7150

cc: Chris Kiley, SVP ASC Planning & Development Dept.
David Clark, VP, ASC Deputy General Counsel
Mak Keeling, ASC Senior Project Manager

P.O. Box 1248
Aspen, CO 81612-1248
970-925-1220
aspensnowmass.com

ASPEN SNOWMASS

April 24, 2023

***VIA* E-MAIL AND U.S. MAIL**
Town of Snowmass Village
Town of Snowmass Village Community Development Department
130 Kearns Rd., 2nd floor
Snowmass Village, CO 81615

Re: Cell Tower Construction
Statement of Authority -Snowmass Ski Area Parcel (Parcel ID 273302400012)

To Whom it May Concern:

I am an attorney licensed to practice law in the State of Colorado and serve as COO-Mountain Division and Chief Legal Officer for Brush Creek Land Company, LLC.

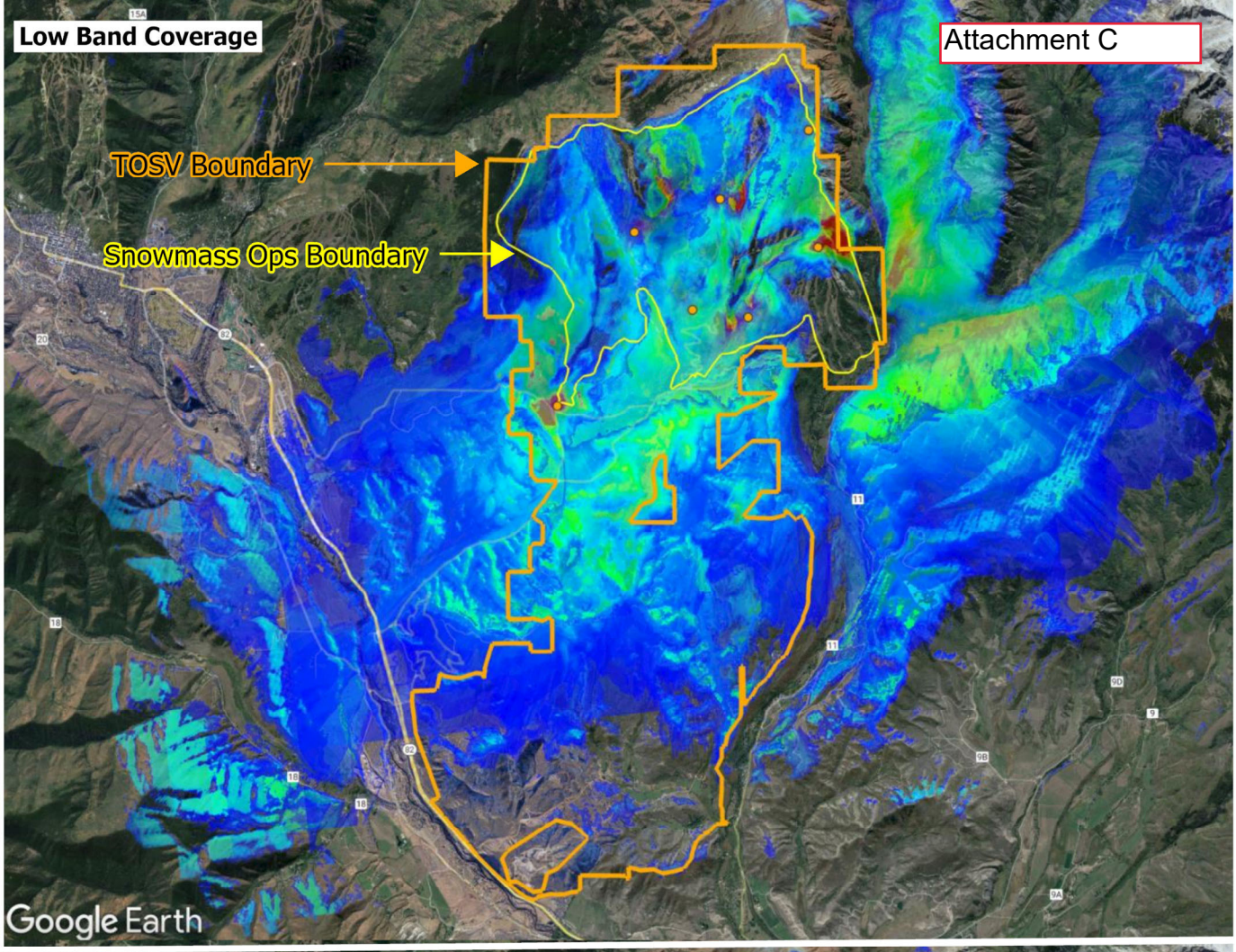
Brush Creek Land Company, LLC, owns the above-captioned parcel. There are no mortgages, liens or other encumbrances on this parcel or any related sites

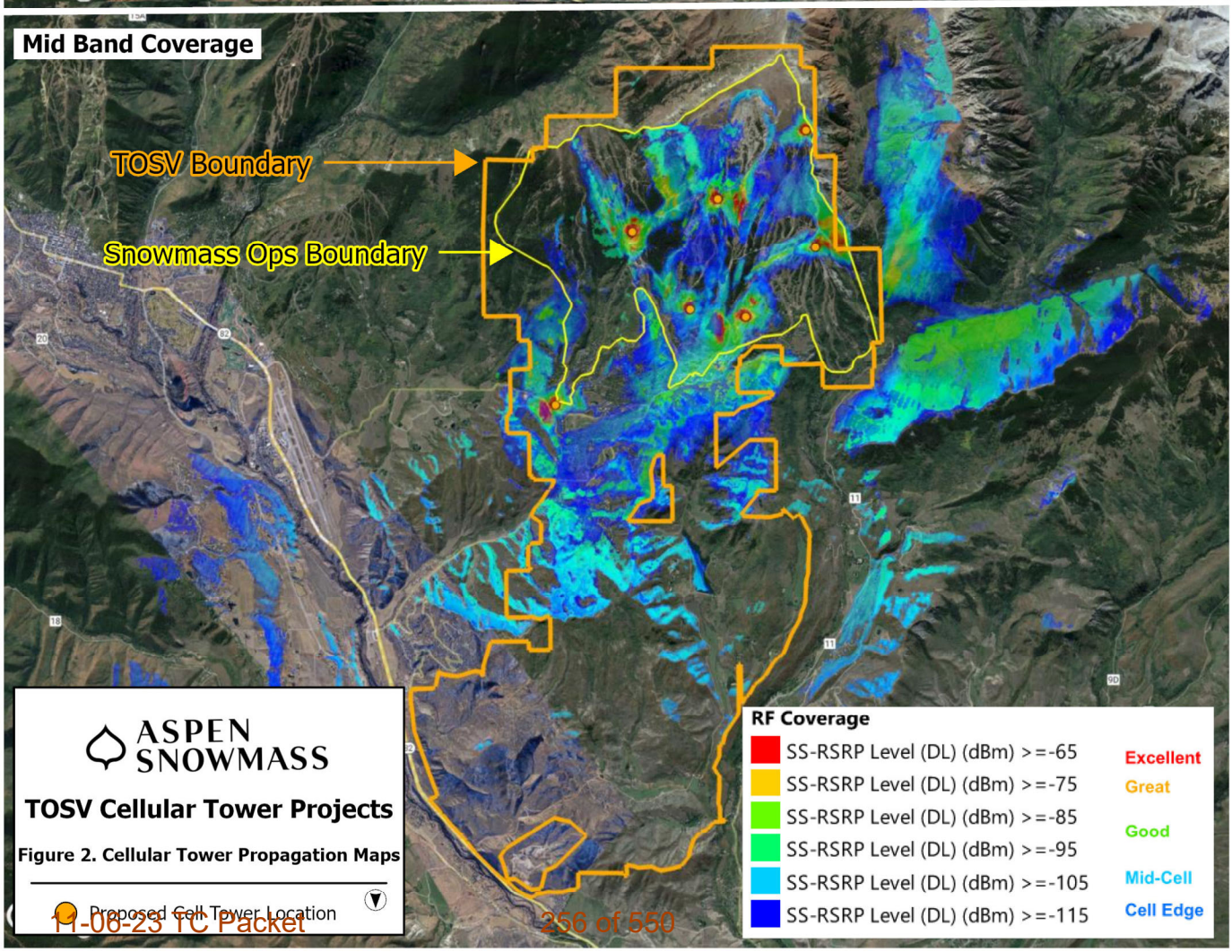
As COO and CLO, I am an authorized legal representative of Brush Creek Land Company, LLC and hereby authorize Chris Kiley, Senior Vice President of Aspen Skiing Company, and Mak Keeling, as ASC's project management representative, to file and prosecute all necessary and prudent applications.

Regards,

Rana Dershowitz
COO-Mountain Division and Chief Legal Officer
Aspen Skiing Company
(970) 300-7150

cc: Chris Kiley, SVP ASC Planning & Development Dept.
David Clark, VP, ASC Deputy General Counsel
Mak Keeling, ASC Senior Project Manager


Low Band Coverage
TOSV Boundary
Snowmass Ops Boundary
Google Earth


Mid Band Coverage
TOSV Boundary
Snowmass Ops Boundary
ASPEN SNOWMASS
TOSV Cellular Tower Projects
Figure 2. Cellular Tower Propagation Maps
Proposed Cell Tower Location
RF Coverage
SS-RSRP Level (DL) (dBm) >=-65
SS-RSRP Level (DL) (dBm) >=-75
SS-RSRP Level (DL) (dBm) >=-85
SS-RSRP Level (DL) (dBm) >=-95
SS-RSRP Level (DL) (dBm) >=-105
SS-RSRP Level (DL) (dBm) >=-115
Excellent
Great
Good
Mid-Cell
Cell Edge

Attachment D

RECEIVED
By Virginia Baker at 2:32 pm, Aug 15, 2023

TOWN OF SNOWMASS VILLAGE
PLANNING COMMISSION

RESOLUTION NO. 4
SERIES OF 2023

A RESOLUTION BY THE SNOWMASS VILLAGE PLANNING COMMISSION RECOMMENDING SPECIAL REVIEW APPROVAL WITH CONDITIONS THE INSTALLATION OF CELL TOWERS AND ASSOCATED UTILITY EQUIPMENT AT LOCATIONS THROUGHOUT THE SNOWMASS MOUNTAIN SKI AREA

WHEREAS, in accordance with the Town of Snowmass Village (hereafter 'Town') Land Use Code, the Aspen Skiing Company ('Applicant') is requesting Special Review pursuant to Sec. 16A-5-230#bf the Land Use Code to install nine (9) new cell towers at seven (7) different locations throughout the Snowmass ski area; and

WHEREAS, pursuant to Municipal Code Section 16A-5-50, the Community Development Department deemed the application complete for review on June 20, 2023; and

WHEREAS, the Planning Commission reviewed the Minor PUD Amendment application at a public meeting on August 2, 2023 to consider the proposal and recommendations from Town staff and referral agencies, at which time a recommendation of approval was voted upon and adopted by the Planning Commission; and

NOW, THEREFORE, BE IT RESOLVED, by the Planning Commission of the Town of Snowmass Village, as follows:

Section One: General Findings. The Planning Commission generally finds that:

1) **Submission**: The Applicant has submitted the Special Review application in accordance with the provisions set forth in the Municipal Code and the Snowmass Mountain PUD adopted in accordance with Ordinance No. 5 of 2017.

2) **Content**: The application contained the Minimum Contents as required by the Municipal Code Section 16A-5-40, '*Submission of Application*,' and included written and graphic materials of sufficient detail such that the application was deemed complete for referral and review.

3) **Public Process**: The Planning Commission held a public meeting to review the application on August 2, 2023, to formulate recommendations to Town Council in accordance with the responsibilities and procedures prescribed in the Municipal Code Section 16A-5-230(c)(4), '*Action by Decision-Making*

Body.' The Town Council will subsequently hold a Public Hearing to review the project and consider the application.

4) **Code Requirements**: Subject to the recommendations in Section Three of this Resolution, it was found the land use application follows the Review Standards established in Section 16A-5-230 of the Land Use Code as follows:

A. Consistent with Comprehensive Plan. The proposed use shall be consistent with the intent of the Town of Snowmass Village Comprehensive Plan.

B. Comply with standards of Development Code. The proposed use shall comply with all other applicable standards of this Development Code, including, but not limited to:
   1) Zone district standards. The purpose of the zone district in which it is located, the dimensional limitations of that zone district and any standards applicable to the particular use, all as specified in Article III, Zone Districts.
   2) Development evaluation standards. The applicable standards specified in Article IV, Development Evaluation Standards.

C. Compatible. The proposed use shall be appropriate to its proposed location and be compatible with the character of surrounding land uses in the area and shall not adversely affect the future development of the surrounding area.

D. Adequacy of access. Access to the site shall be adequate for the proposed use, considering the width of adjacent streets, their grades, intersection safety, visibility and entrance into the area to be developed. When appropriate, public transportation, or other public or private transportation services, and appropriate pedestrian facilities, shall be made available to serve the use.

E. Design minimizes adverse impact. The design and operation of the proposed use shall minimize adverse impacts and shall not create a nuisance, considering such impacts as traffic congestion or traffic hazards, service delivery, parking and loading, trash removal, odors, noise, glare and vibration.

F. Design minimizes environmental impact. The proposed use shall minimize environmental impacts and shall not cause significant deterioration of water and air resources, wildlife habitat, scenic resources and other natural resources.

G. Facilities. There shall be adequate public facilities available to serve the proposed use, or the applicant shall propose necessary improvements to address service deficiencies that the use would cause. In particular, the applicant shall demonstrate that adequate water supply and sewage disposal service is available for the proposed use, including sufficient water pressure and proximity to fire hydrants to provide for fire protection needs.

H. Parking. Sufficient off-street parking shall be provided for the proposed use.

Section Two: Action. Pursuant to the findings stated in Section One of this Resolution, the Planning Commission recommends the Town Council approve the Aspen Skiing Company, Special Review application by Resolution. This recommendation is subject to the conditions in Section Three below.

Section Three: Conditions. The Applicant shall comply with and implement the following conditions for the PUD Amendment:

(1) The Two Creeks Base Village tower location shall be moved outside of the manmade swale area to avoid encroaching within perceived wetland type grass and shrubbery species. The applicant shall work with planning staff to identify a more suitable location nearby. Upon determining a new location, the height of the tower shall be modified accordingly.

(2) Each of the cell towers shall be the minimum height required to provide ample cell coverage as sought and in accordance with Table 1 in the submitted Special Review land use application.

(3) The development shall not modify historic or existing drainage patterns.

(4) Disturbed land shall be mitigated with a certified Pitkin County seed mix to assure substantial revegetation within one growing season of installation.

(5) In the case of removed or damaged trees greater than 4" DBH, a like specimen shall be planted near the cell tower site at 1:1 ratio in a way that will help screen the installation.

(6) The towers shall be non-reflective and applied with the selected patina *Copper Sulfate* as represented in the land use application submittal.

(7) As part of the building permit submission for any of the cell tower locations, the applicant shall submit a landscape/screening plan to demonstrate best

efforts to shield the base equipment and cabinets from public view.

Section Four: Severability. If any provision of this Resolution or application hereof to any person or circumstance is held invalid, the invalidity shall not affect any other provision or application of this Resolution which can be given effect without the invalid provision or application, and, to this end, the provisions of this Resolution are severable.

INTRODUCED, READ, AND APPROVED by the Planning Commission of the of the Town of Snowmass Village on August 2, 2023, upon a motion by Commission Member Dube, the second of Commission Member Seglin, and a vote of 3 in favor and 0 against.

TOWN OF SNOWMASS VILLAGE
PLANNING COMMISSION

Brian Marshack, Chair

ATTEST:

Virginia Baker

Virginia Baker, Planning Commission Secretary

Exhibits:
A. Cell Tower Locations Map
B. Cell Tower Simulation Graphic and Utility Cabinet (typical)

Attachment E



Broadband Vision Report

March 2, 2021

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1. Introduction

The Town of Snowmass Village (TOSV) is exploring the costs and benefits of various levels of involvement in the management of future telecommunications, smart city technologies, and possibly even municipal broadband options. The Town understands that it needs to create a long-term Vision to address the community's goals for advanced communication and smart city outcomes. Additionally, the Town understands that it is critical to understand community will and Town Council wants/needs. It also understands the importance of assessing local technology assets to determine how these assets can best be leveraged, as well as identifying available DOLA grants/other funding sources.

In July of 2020, Town leaders selected HR Green to complete a multi-phase project that included a Visioning Study. At the conclusion of the Visioning Study, the Town will have a high-level telecommunications master plan for the community and that it will be prepared to submit an application to DOLA to fund a full feasibility study to support implementation of necessary infrastructure.

This Visioning Study will help the community explore whether municipally operated retail broadband is a viable option for the community. Given the level of telecommunications activity in the region (e.g., Aspen, Project Thor, Council of Governments) and statewide, as well as Holy Cross Energy's initiative, Snowmass Village will have the option to be a stakeholder rather than creating a municipal broadband solution. This Visioning Study will help clarify the community's inclination.

During the Visioning Study, HR Green walked Town staff through the process to develop a vision of the future for planned Fiber and Commercial Broadband deployments. In general, communities considering broadband deployments typically share common objectives when considering an investment in a broadband network. In our experience, most communities have some or all of the following goals:

- Ubiquity
- Affordability
- Consumer choice
- Competition in the market
- Ownership and control of assets
- Performance
- Risk aversion
- Positive cash flow

Choosing which goals to prioritize can be challenging, as some of these objectives can be complementary, while others lie in strict opposition. Our work helped the Town surface these competing objectives and provided the staff with a sound footing upon which to base its future decisions.

On September 14, 2020, a Vision Working Session was conducted with the Town Council. Several weeks prior to the Session, a two-part Vision Exercise Survey (Part 1: Vision Survey and Part 2: Competing Values Survey) and supporting materials were shared with the members of the Town Council and the Town's leadership staff. We sincerely appreciated the successful efforts of each participant to review the supporting materials and complete the Survey.

The Agenda for the September 14, 2020, Vision Working Session included a project progress update that focused on the findings from Outreach Meetings with Town staff, anchor institutions, neighboring communities, and community partners. The Agenda also included a review of the Town Council Vision Survey findings, a review of Broadband Service Models, a review of the findings from the Competing Values Survey of Town Council, and a look at the project's next steps. The outcomes from the Session contributed to the recommendations listed at the end of this report.

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2. Outreach Meetings

During August 2020, outreach meetings took place with Town stakeholders, anchor institutions, and businesses. The various goals of these meetings included identifying community expectations, evaluating existing infrastructure, and collaborating with neighboring communities and regional entities.

Outreach meetings were held with the following stakeholders:

Town Staff

- Town Attorney
- IT Manager
- Public Works Director
- Community Development Director
- Tourism Director
- Assistant Town Manager
- Project & GIS Manager

Anchor Institutions

- Aspen School District
- Pitkin County Regional Emergency Dispatch Center

Neighboring Communities

- City of Aspen
- Town of Carbondale
- Pitkin County

Businesses

- Aspen Skiing Company
- East West Partners

(Insert list of invitees that did not participate or respond here)

Key Findings

Here is a summary of some of the key findings from the outreach meetings.

- It is important to be able to deliver services from the entry into Snowmass Village up to and including the Ski Mountain.
- Our guests expect connectivity. A world-class guest service experience includes reliable internet.
- Improving coverage in areas that do not have good connections should be a priority.
- Options for service should be encouraged to help costs stay competitive.
- Access to internet services is crucial to our tourism industry in both the summer and the winter.
- Reliable and resilient broadband infrastructure would provide service to educational, health care, and public safety agencies who rely on this service to serve the community.
- Backhaul of cellular signals is a growing concern particularly as small cells and 5G are implemented, which drives the need to improve fiber infrastructure.
- Need a “plan” that does not compromise the core values of the community.
- Broadband speeds are a growing concern for businesses, residents, students, and people working from home (made even worse during the pandemic).
- It is extremely important to understand the impacts of wireless services.
- Current cable and telephone services in the Town are overwhelmed with the demand placed on their networks, especially during peak seasons and events.

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- Town would like to have its own fiber / conduit infrastructure to interconnect its facilities and to potentially lease to providers for interconnecting their facilities.
- Town needs a colocation or dig once policy.

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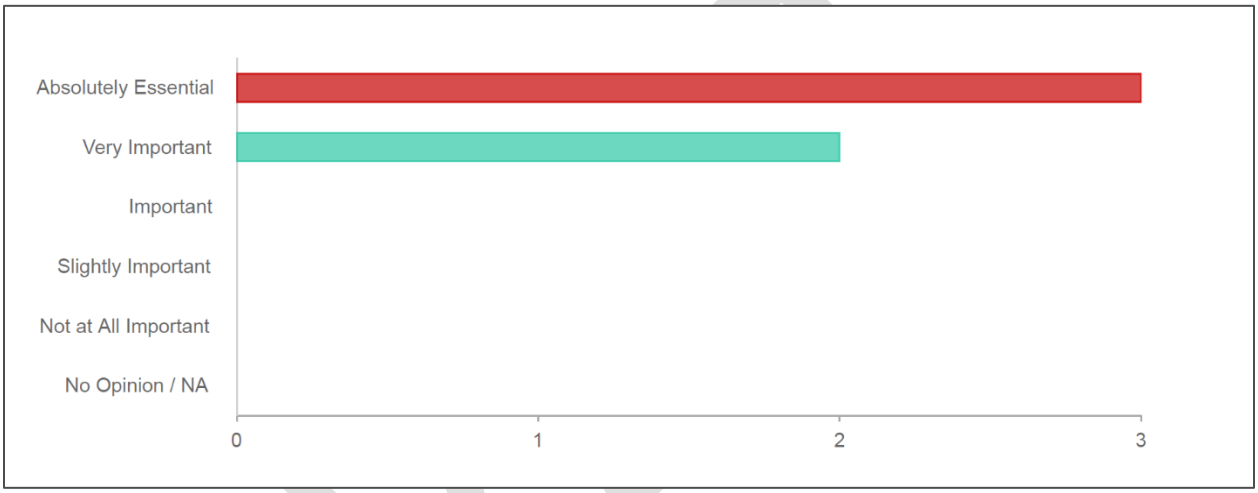
3. Vision Survey

Prior to the September 14, 2020 Town Council Vision Working Session, HR Green developed and sent to all five Council Members a two-part Vision Exercise Survey and supporting materials. The first part of the Vision Exercise Survey, the Vision Survey, included questions about the level of importance Council would rate statements regarding high-speed internet and cell phone coverage in the Town.

Questions and Key Findings

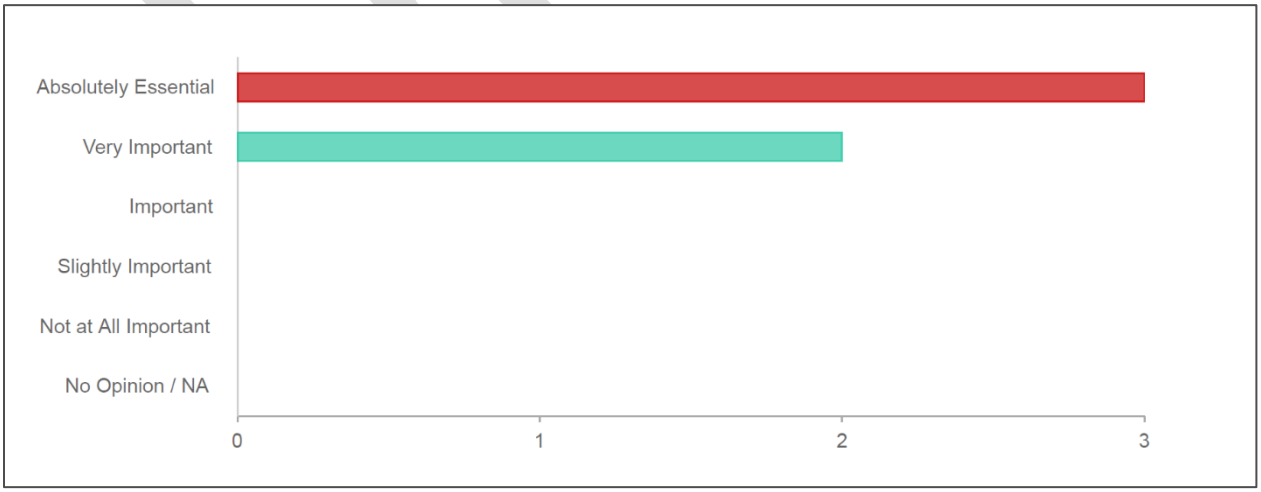
Here are the Vision Survey questions and responses (key findings) from the five members of the Town Council.

Question 1: Please indicate the level of importance that Snowmass Village residents, guests, and businesses have access to high-speed internet.



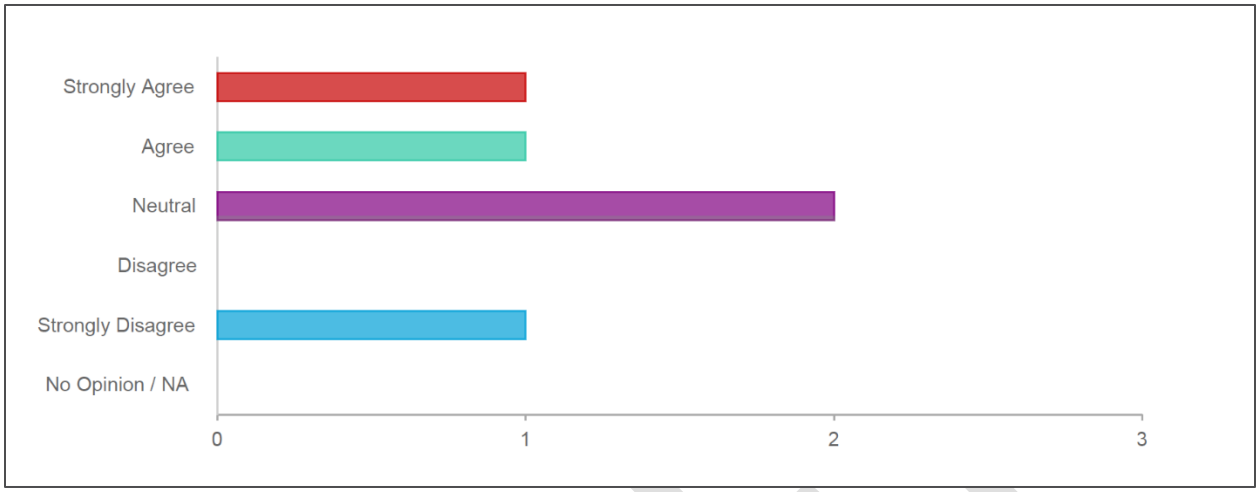
Question 1 Findings: The survey results indicate that Council views that access to high-speed internet is essential to the Town.

Question 2: Please indicate the level of importance of high-speed internet options in Snowmass Village are accessible and affordable to all.



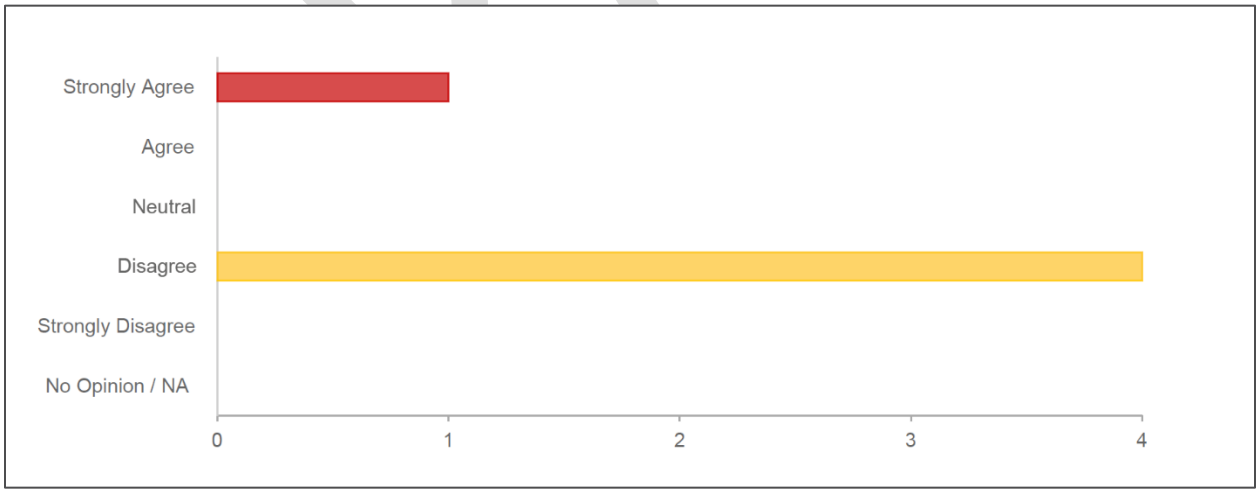
Question 2 Findings: The survey results indicate that Council views that it is essential to the Town that high-speed internet options in Snowmass Village are accessible and affordable to all.

Question 3: Current cell phone coverage is adequate in the core of Snowmass Village.



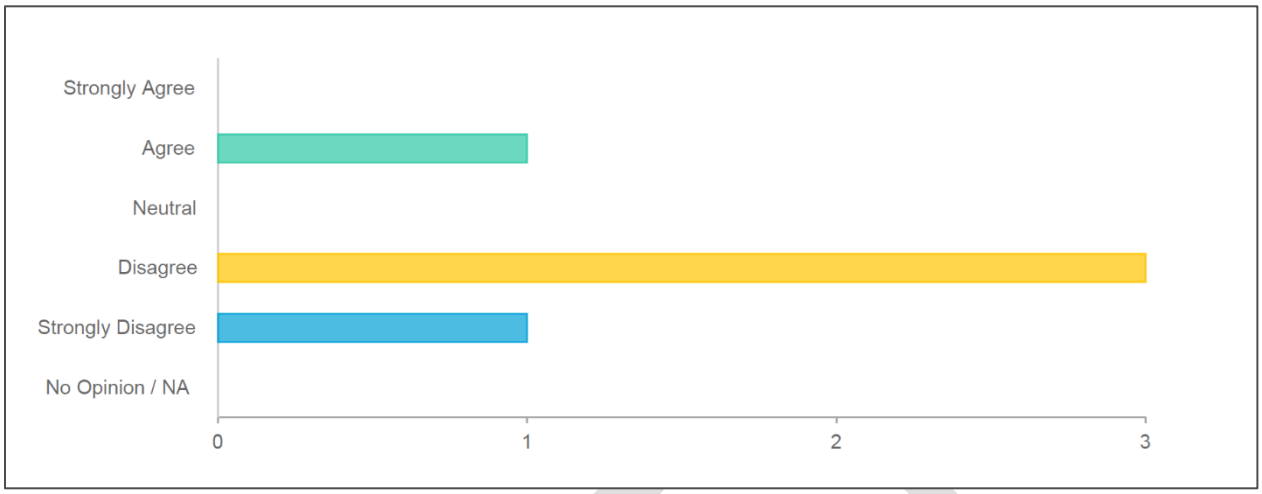
Question 3 Findings: The survey results indicate that Council has various views regarding the cell phone coverage in the core of Town. When asked about this feedback, Council members that live closer to the downtown area felt they had adequate coverage, but those that live further away from the downtown area did not feel that way.

Question 4: Cell phone coverage is adequate in the residential areas of Snowmass Village.



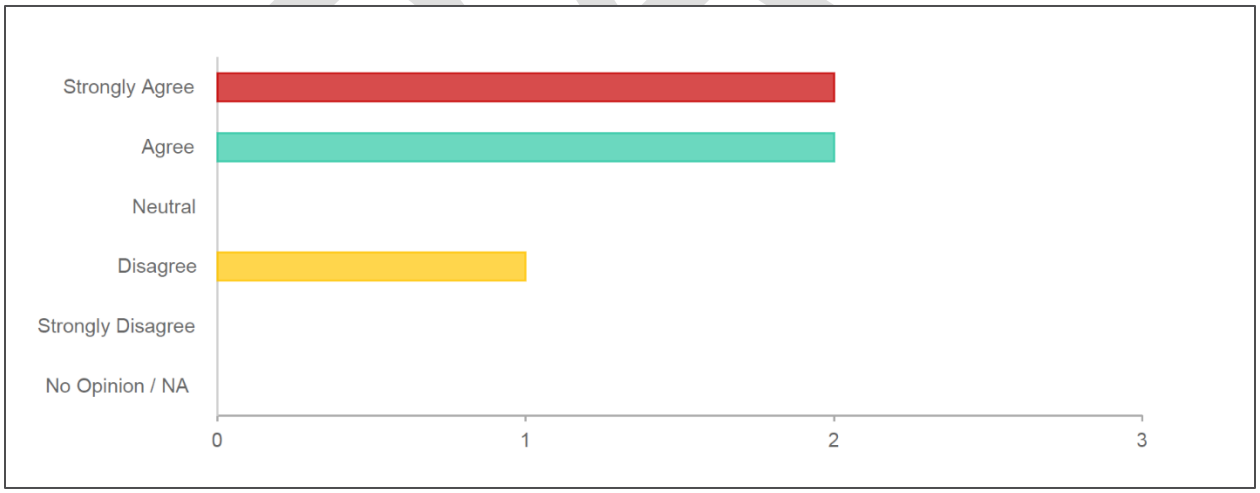
Question 4 Findings: The survey results indicate that 4 out of 5 Council members do not feel that there is adequate cell phone coverage in the residential areas of Snowmass Village.

Question 5: Cell phone coverage is adequate on Snowmass Mountain and in remote recreation areas in Snowmass Village.



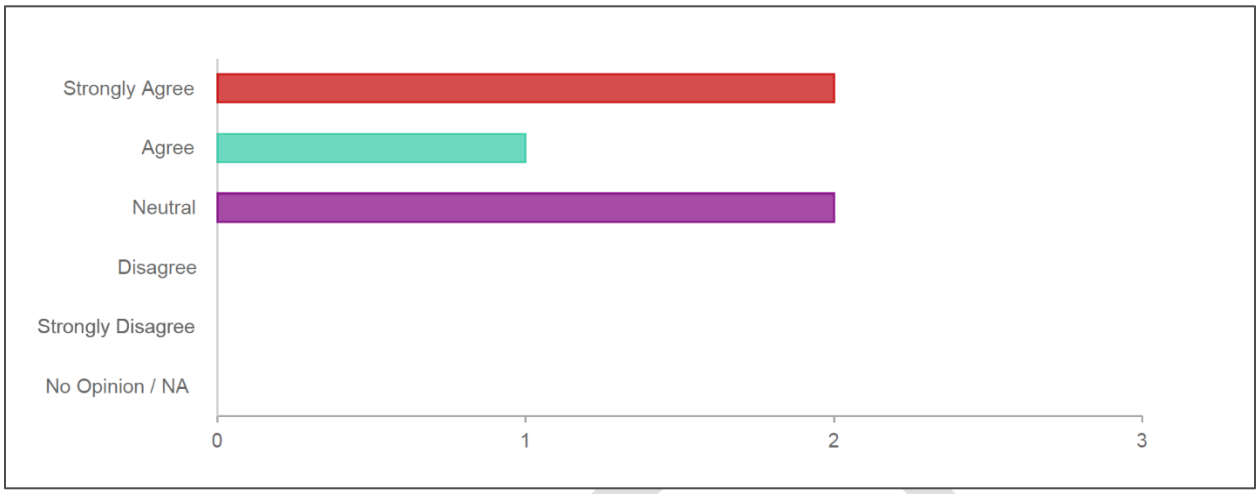
Question 5 Findings: The survey results indicate that 4 out of 5 Council members do not feel that there is adequate Cell phone coverage on Snowmass Mountain and in remote recreation areas in Snowmass Village.

Question 6: Broadband infrastructure and cell phone equipment should not be highly visible in Snowmass Village.



Question 6 Findings: The survey results indicate that 4 out of 5 Council Members agree that broadband infrastructure and cell phone equipment should not be highly visible in Snowmass Village.

Question 7: The Town should encourage and/or enable the deployment of internet and telecommunication services in Snowmass Village.



Question 7 Findings: The survey results indicate that 3 out of 5 Council Members agree that the Town should encourage and/or enable the deployment of internet and telecommunication services in Snowmass Village.

Question 8: What do you see as the biggest opportunities for Snowmass Village to enhance internet and communication services? And why?

Question 8: Responses (Findings)
The biggest opportunity is to create a system to attract visitors and part time residents to the town who can stay longer in town because they have fast internet connections to their home or work. Increasing the length of stay and generating more revenue for the town.
I think this project is too large for a town the size of TOSV. It would require taxpayer approval for bonding. Unlikely in today's environment.
Most people have moved away from land lines and are more reliant on cell coverage and we need to make sure we can provide adequate service to the various areas of the village. Also, strong internet and communication services will make it easier for people to spend time here because connection is not an issue. It is hard to attract visitors for longer periods of time when it is not easy for them to connect to work, etc.
Improve productivity for those running their own businesses, as well as commercial businesses. Once available, major marketing opportunities for resort in promoting our product, such as group sales.
Allow state of the art facilities but not to the point of creating clutter.

Question 9: What are your biggest concerns for Snowmass Village in regards to the future of broadband internet and telecommunication services? And why?

Question 9: Responses (Findings)
While more and more people get rid of their land lines and only use cellular service it is very important to have good coverage in all areas of the village. However, I am very concerned about 5G and the potential health impacts. This should be a very important consideration. As we have seen with COVID, more and more people need to be able to connect wherever they are and while I agree that this is extremely important, we also need to better understand the impacts of such service.
Too many cell sites cluttering up streets.
The largest concern is for unregulated growth of the technologies. TOSV needs a standardized repeatable system in place before these technologies go from infancy to full blown necessity.
Safety. Some health studies report impact of potential radiation.
Like much of the infrastructure in TOSV, we overbuild so that at peak population (winter and summer guest seasons) our infrastructure can handle the crowds then when they leave the infrastructure is not representative of a small mountain town. Where will competition come from? We are a small community. Without competition how can we keep rates affordable? By owning the assets, the municipality is put in a position to upgrade equipment as the industry evolves. This requires additional personnel to keep up with changes and additional reserves. How quickly is the industry evolving?

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4. Broadband Service Models

During the Vision Working Session with Town Council on September 14, 2020, various Broadband Service Models based on the following information were discussed. Please note that the following information about Broadband Services Models was included in the Vision Exercise Survey materials that were shared with the Town Council prior to the Vision Working Session.

The following information is from a guide created by *US Ignite* in July of 2020 for communities considering ways to expand broadband service. The guide, titled **Broadband Models for Unserved and Underserved Communities**, includes models for fully private and fully public broadband networks, but also covers a growing range of municipally enabled broadband strategies that rely on a combination of public and private investment. It is intended to help communities understand how much capital is needed for different models of deployment, what returns to expect, and finally how to avoid the most common pitfalls.

Five Models

There are several models for fully private and fully public broadband networks, plus a growing range of municipally enabled broadband strategies that rely on a combination of public and private investment. Despite the many ways that municipalities have gone about implementing their broadband programs, there are five main ways to do it, each requiring a different level of investment and engagement from the municipality. The five models are shown in the following chart.

City Main Business Model Options for Broadband Expansion

		Own Rights of Way, Utility Infra.	Own Middle Mile	Own Last Mile	Operate Infrastructure	Service Customer	Example City
1	Full Municipal Broadband	Public Entity (City or Utility)	Public Entity (City or Utility)	Public Entity (City or Utility)	Public Entity (City or Utility)	Public Entity (City or Utility)	Longmont
2	Publicly-owned, Privately-Serviced	Public Entity (City or Utility)	Public Entity (City or Utility)	Public Entity (City or Utility)	Public Entity / Service Provider	Service Providers (One or Several)	Breckenridge
3	Hybrid Ownership	Public Entity (City or Utility)	Public Entity (City or Utility)	Service Providers (One or Several)	Service Providers (One or Several)	Service Providers (One or Several)	Centennial
4	Private Developer Open Access[1]	Public Entity (City or Utility)	Private Developer	Private Developer	Private Developer	Several Service Providers	Kansas City
5	Full Private Broadband	Public Entity (City or Utility)	Service Providers (One or Several)	Service Providers (One or Several)	Service Providers (One or Several)	Service Providers (One or Several)	Buena Vista

Note: 1) Private Developer is defined as private company that builds, owns and operates the network infrastructure and offers open access to it to several retail SPs that provide service on the top

Four Key Factors

Generally, there are four key factors that municipalities should consider when making decisions on which municipal broadband model to pursue:

Key Decision Factors	Options	Definition	Impact on Town Decision
Capital Availability	Good Access to Capital / Funding	There are sufficient financing sources to fund a significant part of the build	Good capital availability should push the municipality to own / fund a larger part of the project without bringing in private ISPs
	Poor Access to Capital / Funding	There is limited capital / funding availability, so seeking commercial capital will be required to fund the build	
Existing Infrastructure	Good Existing Infrastructure / Capabilities	There is an existing public utility with conduit / infrastructure and operating capabilities	Presence of existing infrastructure and/or capabilities should push the municipality to take more control over the project, which provides a "bargaining" chip with ISPs
	Poor Existing Infrastructure / Capabilities	There is no existing utility or there is, but infrastructure and operating capabilities are poor	
Partnership Options	Viable ISP Partner(s)	The municipality has attractive demographics or a good value proposition for a third-party ISP	Lack of viable ISP partnerships limits the municipality's options to those models that require a significant involvement from the ISP
	No Partner Options	The municipality is too small, too remote, or otherwise unattractive for a third-party ISP	
Objective and Risk Tolerance	Community Benefit	Using the broadband infrastructure to create innovation and benefit the community in non-financial ways	Strong public support towards anchoring the project around community benefits should push the municipality to seek more control / ownership over the infrastructure
	Meeting Financial Goals (High Risk)	Using the broadband infrastructure to meet measurable financial goals while maximizing broadband availability	Focusing on meeting financial goals / targets should push the municipality to more predictable financial models (e.g., third-party driven)
	Meeting Financial Goals (Low Risk)		

Decision Tree

Depending on where municipalities fall on the criteria for the four key factors, there may be a business model that is a more optimal choice for them. To steer municipalities in the right direction the choices have been distilled into the following decision tree that could help communities to develop the best strategy.

Capital Availability	Existing Infrastructure	Partnership Options	Objective and Risk Tolerance	Optimal Business Model
Good Access to Capital / Funding	Good Existing Infrastructure / Capabilities	Viable ISP Partner(s)	Community Benefits	**Full Municipal Broadband** – maximizes community benefits when capital / infrastructure are available 1
			Meeting Financial Goals	**Publicly-owned, Privately Serviced** – reduces risk when full control over service not as important 2
		No Partner Options	Community Benefits	**Full Municipal Broadband** – maximizes community benefits when capital / infrastructure are available 1
			Meeting Financial Goals	**Full Municipal Broadband** – is the only option when no ISPs will partner 1
	Limited Existing Infrastructure / Capabilities	Viable ISP Partner(s)	Community Benefits	**Publicly-owned, Privately Serviced** – reduces risk in absence of operational capabilities 2
			Meeting Financial Goals, High Risk	**Publicly-owned, Privately Serviced** – maximizes return potential while leveraging ISP partnership 2
			Meeting Financial Goals, Low Risk	**Private Developer Open Access** – limits risk to the municipality but maximizes chances of success w/ISP partner 4
		No Partner Options	Community Benefits	**Full Municipal Broadband** – is the only option when no ISPs will partner but there's capital 1
			Meeting Financial Goals	
Limited Access to Capital / Funding	Good Existing Infrastructure / Capabilities	*Does not matter*		**Hybrid Ownership** – hybrid models are optimal when capital is limited but there's existing infrastructure, regardless of other factors 3
	Limited Existing Infrastructure / Capabilities	Viable ISP Partner(s)	Community Benefits	**Private Developer Open Access** – maximizes municipal control in light of limited funding / infrastructure 4
			Meeting Financial Goals	**Full Private Broadband** – maximizes chances of success while ensuring goals are met 5
		No Partner Options	*Does not matter*	*Limited options, have to go back and seek more capital, likely government funding / subsidies*

While a decision tree like this may suggest that picking a business model is easy, it is quite the contrary. A decision tree is a good "rule of thumb"; however, there are unique circumstances that each municipality faces and doing a thorough diligence across all potential options should always be the starting point. To do that analysis accurately, a municipality first needs to understand how much capital is required and what the financial returns of the program may be.

Financial Considerations

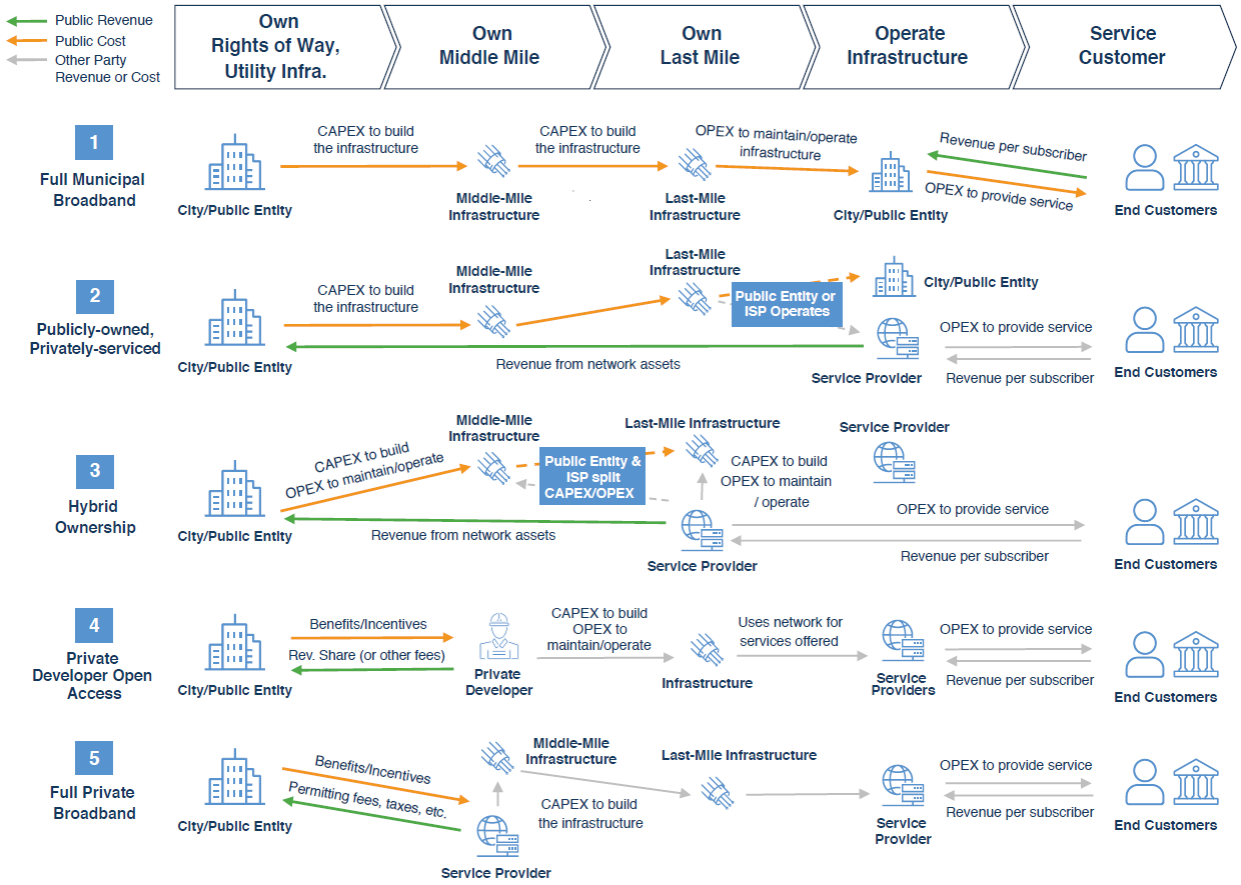
Municipal broadband programs are long-term investments, and these projects can take up to five to ten years to complete. Fiber is a resilient and future-proof piece of telecom infrastructure, but it is also expensive to deploy. This means investment in fiber is hardly a "no-brainer" for all municipalities. Those looking to invest to close the digital divide in their communities should prepare for payback periods of 15+ years, particularly across smaller and/or rural communities. These paybacks have often deterred interest from the private sector and make careful planning and business analysis critically important for any municipal broadband program.

The capital expenditures (CAPEX) associated with building a fiber-to-the-home network include a range of fixed and variable costs. These include the cost of laying the initial network infrastructure, which could range from $500 to $4,000 per home largely depending on the density of the municipality, as well incremental costs to connect each customer. Costs to connect each customer can include the cable drop to the home, the modem at the home, and the labor cost of the installation. Those could add up to $1,000 for each incremental customer. All-in, capital requirements for a broadband program in a municipality with 100,000 residents could end up around $150M.

Operating costs can vary greatly as well, and those depend on experience and efficiency of the broadband provider, number of synergies with the core municipal staff (if any), and types of services delivered to the customers. Municipalities that want or need to offer TV to its residents must prepare for lower margins given high and rising content costs (although this can be mitigated with Over-The-Top offers). We see municipalities most often budgeting between $40 and $100 of OPEX monthly for each residential subscriber they sign up.

Not all municipalities will have to cover all these costs. Those that bring in a private ISP or developer to help service the customers and/or build the network can split operating costs, capital costs, or both with that third party. In return they would most typically offer free or low-cost access to municipal infrastructure, fixed payments, or some variable revenue share typically tied to the number of subscribers in the municipal broadband program.

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In addition to impacting share of required costs, the business model also dictates the amount of revenue that municipalities can generate from the program. On the high-end, municipalities that deploy and operate Full Municipal Broadband themselves could generate direct revenues of up to $140 per residential customer every month, without considering additional revenue streams from businesses and other anchor institutions. On the low-end, municipalities that choose Full Private Broadband models would generate limited revenues, aside from permitting and tax fees, which could even be waived in many cases to entice private engagement.

It should be clear by the broad ranges quoted above that the financial performance varies greatly not only by the model, but even from municipality to municipality. Using an "average" set of assumptions for a municipality of 100K residents, typical IRRs can be between 9% and 16% for Models 1 and 2, with a significant amount of capital required but also significant cash flow potential once the program is mature. Municipalities that are not ready to take on this amount of risk could pursue hybrid models or fully give up network ownership to third parties – those investments will be relatively low risk, result in high IRRs but also (typically) more limited cash flow upside.

While financial performance varies from municipality to municipality, the inability to budget appropriately is a main reason some programs fail, reinforcing the need to develop a detailed business case as the first step in any municipality's implementation plan.

Four Key Challenges

There are four key challenges common to most municipalities pursuing a municipal broadband program: in addition to poor budgeting, some choose the wrong business model due to a "one-size-fits-all" mentality, struggle to secure adequate funding, or fail to maximize their program's value.

1. **Budgeting**: Detailed budgeting is critical to success. A detailed analysis— including designing a full network plan —is essential during the planning phase. It is also important not to overlook any major sources of costs. Those most typically include labor for delivering the service, managing and maintaining the network, but also costs to support any debt and interest payments. As costs increase, it is also important to be clear-eyed and consider private sector involvement; many private ISPs have much lower operating costs due to their scale and experience, while having private developers build and operate the network can significantly reduce the cost associated with network operations and maintenance.
2. **Funding**: Especially when the total budget is high, securing the right funding may become a roadblock. More "traditional" funding options include soliciting contributions from anchor institutions, selling bonds, enlisting local utility involvement, securing federal and state grants, or asking private partners to co-fund the builds. When those are not an option and/or are not enough, municipalities often get creative. For example, some had their residents contribute money to the program, by either paying for several months of service upfront, or pooling money across neighborhoods and buying bonds from the municipality. Creative approaches like this may work for certain municipalities when securing more traditional funding is not an option.
3. **Diligence**: Even when budgets are finalized and capital secured, it is also tempting to just copy a "success story" from another municipality. Skipping the diligence on evaluating which business model to pursue, however, can lead municipalities down the wrong path. There are numerous examples of municipalities ultimately having to pivot from the initially selected business model because they "dove-in" too quickly.
4. **Related Benefits**: Lastly, when the path is chosen and business model is selected, municipalities should think holistically about how else they can use the program to serve their communities and ensure the network has the architecture to support that plan. For example, while residential service is often the primary motivation, municipalities should not forget about enabling internet access to the commercial sector, which can spur job and value creation. Additionally, while few municipalities have thus far used their municipal fiber to enable "Smart City" solutions, these solutions can spread digital literacy to more residents. And, while the municipality's focus has been on fiber services thus far, there are also scenarios where mobile or fixed wireless broadband are more appropriate for last mile connectivity. Communities should consider where fiber investment is valuable and how it can be tied to other network technologies as needed.

While these challenges are common regardless of the selected business model, Municipalities pursuing models with more municipal involvement are more prone to many of these. To maximize chances of success, special attention should be paid to budgeting and costing, and revenue generation should be prioritized and accelerated to the extent possible. For example, targeting the densest business and residential areas first or starting with commercial-only services is one way to generate a steady inflow of cash to help cover program costs.

Working with the private sector avoids many of the budgeting and costing issues mentioned above, but it brings about a different set of challenges. First, attracting the attention of private ISPs, particularly for smaller municipalities, could be a challenge. Municipalities should be persistent in soliciting private engagement and think creatively about how to entice private cooperation. For example, streamlining permitting and rights-of-way, enabling access to backhaul and middle mile infrastructure (if such exists or can be leased), becoming the anchor institution for the private ISP, or co-sponsoring an "Open Access" network and enlisting a private developer to sign up the ISPs (Model #4) all can improve chances of finding a partner. Once a partner is identified, it is also important to clearly define rules and goals for the program to maintain some degree of control and ensure municipal objectives are met. This is especially true for the "Open Access" programs which require participation of a private developer and one or several ISP partners. These models have been relatively rare in the U.S., but "Open Access" has proven successful in Europe and should be considered as an option for any municipality considering a municipal broadband program today, particularly as it strikes a good balance between providing a municipality the control it needs while also de-risking the investment and operations.

5. Competing Values Survey

During a Vision Study, governing bodies are sometimes confronted with difficult choices regarding competing values. In order to better understand elected official's feelings on these topics the last part of the survey asked questions of Council members regarding competing values for community broadband networks.

Communities considering broadband deployments typically share common objectives when considering an investment in a broadband network. Most communities have some or all of the following goals:

- Ubiquity
- Affordability
- Consumer choice
- Competition in the market
- Ownership and control of assets
- Performance
- Risk aversion
- Positive cash flow

Choosing which goals to prioritize can be challenging, as some of these objectives can be complementary, while others lie in strict opposition. The survey should surface these competing objectives and should provide the staff with a sound footing upon which to base its future decisions.

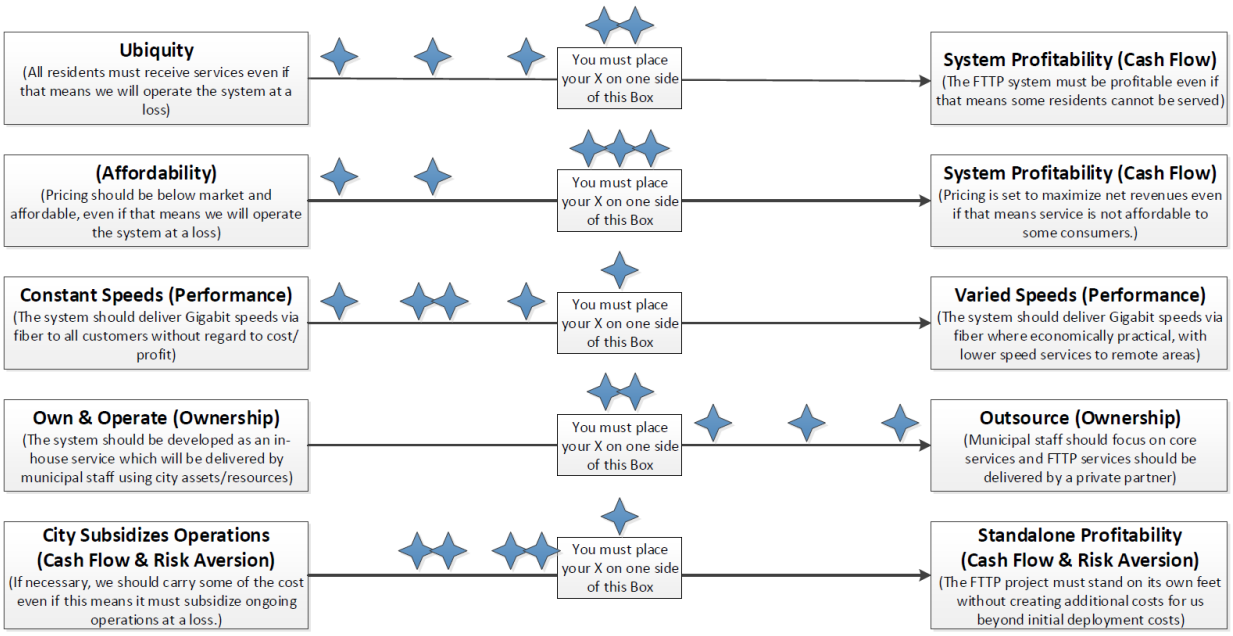
Prior to the September 14, 2020 Town Council Vision Working Session, HR Green developed and sent to all five Council Members a Vision Exercise Survey and supporting materials. The second part of the Vision Exercise Survey included a Competing Values Survey. The following table was included in the Competing Values Survey materials for the Council members as a tool to help them weigh Ubiquity and Financial Viability and Risk and Complexity. As shown on the table, one objective may have no impact on another (NI), objectives may align (A), or they may conflict (C).

	Ubiquity	Choice	Competition	Ownership	Performance	Affordability	Risk Aversion	Cash Flow
Ubiquity		A	A	A	NI	C	C	C
Choice	A		A	A	A	A	C	NI
Competition	A	A		A	A	A	C	NI
Ownership	A	A	A		A	A	A	C
Performance	NI	A	A	A		NI	A	A
Affordability	C	A	A	A	NI		C	C
Risk Aversion	C	C	C	A	A	C		A
Cash Flow	C	NI	NI	C	A	C	A	

Key Findings

The following chart shows the survey results from the Council members regarding competing values. For each of the paired values an ✦ indicator has been placed between the two competing priorities at the point which most closely matches the beliefs shared by each Council member in the survey. An indicator near the terminal arrow indicates a strong preference for one competing value over its pair, while an indicator near the middle represents a preference but still considering aspects of the competing value.

Competing Values Framework for Broadband Networks



Ubiquity – Service Is Brought to All Areas of a Community – Council members have indicated they feel that ubiquity - which refers to designing and building the network so that it connects every residence, business, and institution in the community - is a key objective.

Affordability – Service Can Be Purchased by Citizens at All Income Levels - Council members indicated that they either support or are neutral about Affordability as a key objective. While this objective is certainly more important for vulnerable portions of the community, affordability is often a necessary objective for localities and cooperatives. Communities may prioritize affordability in an effort to ensure that entrepreneurs and tech startups in its service area can afford the robust connectivity necessary to support their business endeavors.

Constant Speeds (Performance) - The system should deliver Gigabit speeds via fiber to all customers without regard to cost/profit - Council members have indicated they feel that Constant Speeds is a key objective. The Town may find that its fiber to the premise (FTTP) endeavor will struggle and be more prone to failure if it attempts to compete with incumbent providers by offering services similar to existing packages. Instead, it is prudent to recognize gaps in the existing broadband market and seek to fill those with a unique service offering that incumbents are not currently able to provide. A 1 Gbps service that is expandable to 10 Gbps and beyond may be the differentiator the Town needs to stand out.

Outsource (Ownership) - Municipal staff should focus on core services and FTTP services should be delivered by a private partner - Council members have indicated they feel that Outsourcing services is a key objective. The Town may choose to oversee and maintain the network and rely on a private partner to deliver retail services. The Town may also be able to govern price points to support consumer affordability and service speeds to enhance performance. And because the Town would own the network, it would be in control of performance.

City Subsidizes Operations (Cash Flow & Risk Aversion) - If necessary, the Town should carry some of the cost even if this means it must subsidize ongoing operations at a loss - Council members have indicated they feel that City Subsidizing Operations is a key objective. If the Town decides to subsidize services directly, it may find that prioritizing risk aversion and attaining positive cash flow become more difficult. The more debt and responsibility the Town takes on, the higher its risk and the longer it will take for the FTTP network to be cash-flow positive.

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6. Vision Working Session

On September 14, 2020, a Vision Working Session was conducted with the Town Council. The outcomes from this Session are reflected in the Recommendations in **Chapter 7** of this Report.

The following is a list of the Session agenda items and highlights of the discussions that took place for each of the agenda items.

Review Existing Infrastructure

- Reviewed the map of the Town's existing streetlight infrastructure.
- Reviewed the map of the Holy Cross Energy's (HCE) infrastructure within the Town. The review included a discussion about a potential new fiber optic cable connection from Highway 82 to HCE's substation located within the Town Limits. Part of the discussion focused on the possibility that this connection could become part of partnership between the Town and HCE, if the Town decides to build some form of a community broadband network.

Review Outreach Meeting Findings

The following feedback from the Outreach Meetings was discussed. Please see **Chapter 2** of this Report for additional information and feedback from the Outreach Meetings.

Feedback
• Problems with cellular service in Town, inside buildings, and on the mountains.
• Potential public safety concerns due to poor wireless coverage in some areas.
• Economic Development is not a driving force behind improved wireless services.
• Topography, aesthetics, and protecting the views are major concerns.
• Backhaul of cellular signals is a growing concern particularly as small cells and 5G are implemented, which drives the need to improve fiber infrastructure.
• Broadband speed concerns for businesses, residents, students, and people working from home (made even worse during the pandemic).
• Need a "plan" that does not compromise the core values of the community.

Review Vision Survey Findings

The following findings from the Vision Survey were discussed. Please see **Chapter 3** of this Report for additional information and findings from the Vision Survey.

- The survey results indicate that Council views that access to high-speed internet is essential to the Town.
- The survey results indicate that Council views that it is essential to the Town that high-speed internet options in Snowmass Village are accessible and affordable to all.

- The survey results indicate that Council has various views regarding the cell phone coverage in the core of Town. When asked about this feedback, Council members that live closer to the downtown are felt they had adequate coverage, but those that live further away from the downtown area did not feel that way.
- The survey results indicate that 4 out of 5 Council members do not feel that there is adequate cell phone coverage in the residential areas of Snowmass Village.
- The survey results indicate that 4 out of 5 Council members do not feel that there is adequate Cell phone coverage on Snowmass Mountain and in remote recreation areas in Snowmass Village.
- The survey results indicate that 4 out of 5 Council Members agree that broadband infrastructure and cell phone equipment should not be highly visible in Snowmass Village.
- The survey results indicate that 3 out of 5 Council Members agree that the Town should encourage and/or enable the deployment of internet and telecommunication services in Snowmass Village.
- What does Council see as the biggest opportunities for Snowmass Village to enhance internet and communication services? And why?

Responses (Findings)
The biggest opportunity is to create a system to attract visitors and part time residents to the town who can stay longer in town because they have fast internet connections to their home or work. Increasing the length of stay and generating more revenue for the town.
I think this project is too large for a town the size of TOSV. It would require taxpayer approval for bonding. Unlikely in today's environment.
Most people have moved away from land lines and are more reliant on cell coverage and we need to make sure we can provide adequate service to the various areas of the village. Also, strong internet and communication services will make it easier for people to spend time here because connection is not an issue. It is hard to attract visitors for longer periods of time when it is not easy for them to connect to work, etc.
Improve productivity for those running their own businesses, as well as commercial businesses. Once available, major marketing opportunities for resort in promoting our product, such as group sales.
Allow state of the art facilities but not to the point of creating clutter.

- What are Council's biggest concerns for Snowmass Village in regards to the future of broadband internet and telecommunication services? And why?

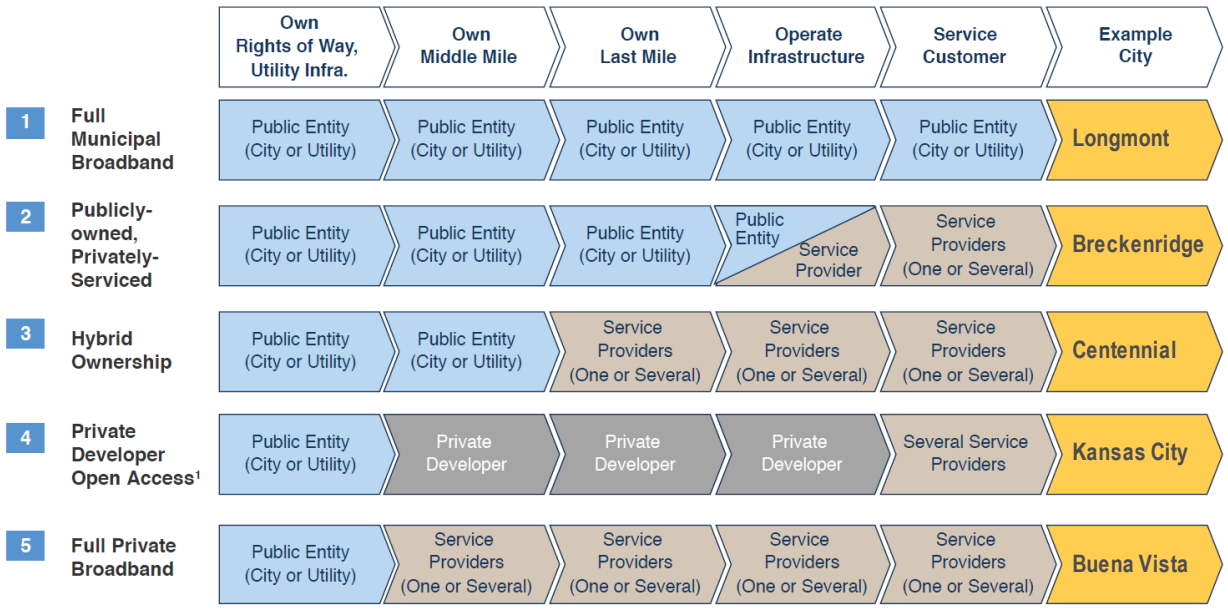
Responses (Findings)
While more and more people get rid of their land lands and only use cellular service it is very important to have good coverage in all areas of the village. However, I am very concerned about 5G and the potential health impacts. This should be a very important consideration. As we have seen with COVID, more and more people need to be able to connect wherever they are and while I agree that this is extremely important, we also need to better understand the impacts of such service.
Too many cell sites cluttering up streets.

Responses (Findings)
The largest concern is for unregulated growth of the technologies. TOSV needs a standardized repeatable system in place before these technologies go from infancy to full blown necessity.
Safety. Some health studies report impact of potential radiation.
Like much of the infrastructure in TOSV, we overbuild so that at peak population (winter and summer guest seasons) our infrastructure can handle the crowds then when they leave the infrastructure is not representative of a small mountain town. Where will competition come from? We are a small community. Without competition how can we keep rates affordable? By owning the assets, the municipality is put in a position to upgrade equipment as the industry evolves. This requires additional personnel to keep up with changes and additional reserves. How quickly is the industry evolving?

Review Broadband Service Models

The five broadband service models shown in the following chart were discussed. Please see **Chapter 4** of this Report for additional information about these broadband service models.

City Main Business Model Options for Broadband Expansion

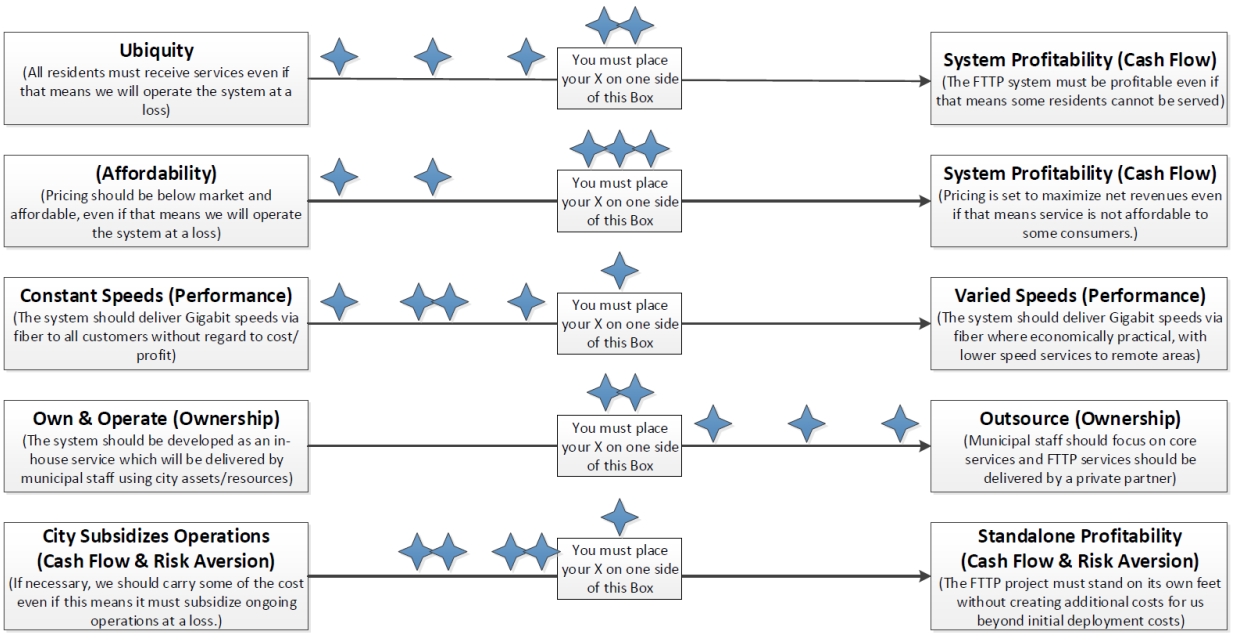


Note: 1) Private Developer is defined as private company that builds, owns and operates the network infrastructure and offers open access to it to several retail SPs that provide service on the top

Review Competing Values Survey Findings

The following chart that reflects the feedback provided by the Town Council via the Competing Values Survey was discussed. Please see **Chapter 5** of this Report for additional information about the Competing Values Survey.

Competing Values Framework for Broadband Networks



The following summary of Town Council's broadband network key objectives were discussed.

- **Ubiquity** – Service Is Brought to All Areas of a Community – Council members have indicated they feel that ubiquity - which refers to designing and building the network so that it connects every residence, business, and institution in the community - is a key objective.
- **Affordability** – Service Can Be Purchased by Citizens at All Income Levels - Council members indicated that they either support or are neutral about Affordability as a key objective. While this objective is certainly more important for vulnerable portions of the community, affordability is often a necessary objective for localities and cooperatives. Communities may prioritize affordability in an effort to ensure that entrepreneurs and tech startups in its service area can afford the robust connectivity necessary to support their business endeavors.
- **Constant Speeds (Performance)** - The system should deliver Gigabit speeds via fiber to all customers without regard to cost/profit - Council members have indicated they feel that Constant Speeds is a key objective. The Town may find that its fiber to the premise (FTTP) endeavor will struggle and be more prone to failure if it attempts to compete with incumbent providers by offering services similar to existing packages. Instead, it is prudent to recognize gaps in the existing broadband market and seek to fill those with a unique service offering that incumbents are not currently able to provide. A 1 Gbps service that is expandable to 10 Gbps and beyond may be the differentiator the Town needs to stand out.

- **Outsource (Ownership)** - Municipal staff should focus on core services and FTTP services should be delivered by a private partner - Council members have indicated they feel that Outsourcing services is a key objective. The Town may choose to oversee and maintain the network and rely on a private partner to deliver retail services. The Town may also be able to govern price points to support consumer affordability and service speeds to enhance performance. And because the Town would own the network, it would be in control of performance.
- **City Subsidizes Operations (Cash Flow & Risk Aversion)** - If necessary, the Town should carry some of the cost even if this means it must subsidize ongoing operations at a loss - Council members have indicated they feel that City Subsidizing Operations is a key objective. If the Town decides to subsidize services directly, it may find that prioritizing risk aversion and attaining positive cash flow become more difficult. The more debt and responsibility the Town takes on, the higher its risk and the longer it will take for the FTTP network to be cash-flow positive.

Review Project Next Steps

The following project next steps were discussed. It is important to note that during the project Kickoff meeting, the Town asked HR Green to execute the second phase of the project in parallel with the first phase of the project, so the following list of next steps includes tasks from both the first phase and second phase of the project.

- Map priority small cell locations town wide. (COMPLETED)
- Develop draft small cell policy and design standards. (COMPLETED)
- Develop a wireless master concept plan. (COMPLETED)
- Develop public policy recommendations, including a pavement degradation policy, a street cut fee policy, a traffic control policy, and a colocation policy. (COMPLETED)
- Establish a community vision. (Phase 2, Task 1)
- Perform a technology assessment. (Phase 2, Task 2)
- Explore outside funding sources, draft grant applications and/or MOUs. (Phase 2, Task 3)

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7. Recommendations

The outcomes from the Vision Working Session with the Town Council, as described in **Chapter 6** of this Report, contributed to the following recommendations. While the recommendations are listed in a sequential order this does not necessarily mean they need to be implemented in this order.

Recommendation #1 – Adopt Community Vision

Town Council, in partnership with Town staff, need to adopt a community broadband vision. Establishing a vision will provide the staff with a sound footing upon which to base its future decisions.

The Town may want to explore the following two broadband service models. These models align with the key objectives that Council said were important to the community via the Competing Values Survey. Please see **Chapter 4** of this Report for additional information about these broadband service models.

2 Publicly owned, Privately-Serviced

- Reduces risk when full control over service is not as important.
- Reduces risk in absence of operational capabilities.
- Maximizes return potential while leveraging an ISP partnership.

3 3 Hybrid Ownership

- Hybrid models are optimal when capital is limited but there's existing infrastructure, regardless of other factors.

City Main Business Model Options for Broadband Expansion

		Own Rights of Way, Utility Infra.	Own Middle Mile	Own Last Mile	Operate Infrastructure	Service Customer	Example City
1	Full Municipal Broadband	Public Entity (City or Utility)	Public Entity (City or Utility)	Public Entity (City or Utility)	Public Entity (City or Utility)	Public Entity (City or Utility)	
2	Publicly-owned, Privately-Serviced	Public Entity (City or Utility)	Public Entity (City or Utility)	Public Entity (City or Utility)	Public Entity / Service Provider	Service Providers (One or Several)	
3	Hybrid Ownership	Public Entity (City or Utility)	Public Entity (City or Utility)	Service Providers (One or Several)	Service Providers (One or Several)	Service Providers (One or Several)	
4	Private Developer Open Access[1]	Public Entity (City or Utility)	Private Developer	Private Developer	Private Developer	Several Service Providers	
5	Full Private Broadband	Public Entity (City or Utility)	Service Providers (One or Several)	Service Providers (One or Several)	Service Providers (One or Several)	Service Providers (One or Several)	

Note: 1) Private Developer is defined as private company that builds, owns and operates the network infrastructure and offers open access to it to several retail SPs that provide service on the top

2020. This preliminary network design will become a road map for financial analysis and business modeling, and for future decisions (potentially including detailed engineering, construction, and operations).

Develop Preliminary Network Design Cost Estimates

A cost estimate and supporting documentation for network deployment and interconnection, inclusive of anticipated construction labor, materials, engineering, permitting, quality control and testing will need to be prepared. These estimates should be provided in the form of a cost range and should include a most likely cost with appropriate budget that includes suitable contingencies.

The analysis should provide guidance regarding ongoing costs, medium and long-term needs to refresh and replace equipment and potential revenue sources to support network operations.

Various data points will need to be taken into consideration during the cost estimating process. These included: estimated underground and overhead footage of existing and proposed fiber conduits, total number of splice points, pedestals, and hand holds, total number of fibers, material costs breakout, and labor costs.

Perform a Financial Analysis

A study of the financial feasibility of the project will be performed to determine if a system could be built and operated that meets the Council's goals, while remaining financially self-funding. The financial model will be tested to see if it demonstrates financial viability across 20- and 30-year lifecycles.

The financial model will also be based on the creation of a dark fiber network and subsequent leasing of dark fibers to provider(s) who would extend service to individual homes and businesses.

In addition, the financial model will be based on the preliminary fiber network design and feature the use of current conduit assets and the extension of new fiber and conduit to form a distribution backbone. The model assumes that a private-sector partner will construct and finance individual connections to homes and businesses and will pay lease fees to the Town for the use of the distribution backbone.

Recommendation #3 – Evaluate Funding Alternatives

An initial analysis of the Town's broadband project will need to look at the Town's projected revenue verses expected costs – an examination of whether the revenue that should be generated from the infrastructure can pay for the infrastructure and operational costs that would be incurred. The analysis will need to include a review of funding sources that could help offset infrastructure and operational costs. These grants and other funding options can have significant positive impact on the scope, feasibility, and options of the broadband project.

It should be noted that grant funding and other funding opportunities are a constantly emerging and changing target. The federal government and state legislatures across the country have recognized the need for broadband funding support. The Federal Communications Commission (FCC) and Congress have approved several channels of funding. And state legislatures across the country are working on broadband funding, mostly geared towards the desire to have ubiquitous broadband, specifically in rural areas. The important positive implication of that is there are several opportunities for external project funding that can dramatically improve the financial considerations of broadband projects.

It is also important to maintain awareness of other funding sources. It is not uncommon for an agency (regional, state or federal) to have targeted programs that can provide funding for broadband projects. These can range from utility related topics to community betterment to citizen specific needs to business attraction or retention, block grants, etc.

Colorado Department of Local Affairs (DOLA)

DOLA's Energy and Mineral Impact Assistance Fund (EIAF) program was created to assist **political subdivisions** that are socially and/or economically impacted by the development, processing, or energy conversion of minerals and mineral fuels. Funds come from the state severance tax on energy and mineral production and from a portion of the state's share of royalties paid to the federal government for mining and drilling of minerals and mineral fuels on federally owned land. The creation of the fund is outlined in C.R.S. 34-63-102 (Federal Mineral Lease) and C.R.S. 39-29-110 (Severance). Grant dollars are awarded for the planning, construction, and improvement of public facilities, and for the provision of services by political subdivisions.

Only political subdivisions of the State of Colorado (local governments) are eligible to apply for grants through this program. Local governments must be in compliance with all laws and provisions governing

their operations as well as in compliance with all Department of Local Affairs programs prior to receiving an award. Applicant projects can range from community strategic plans, comprehensive or master plans, and land use codes, to the construction of community capital assets.

Grants can be used for community broadband projects that support local government efforts to provide public institutions, private businesses, and local citizens with access to reliable broadband service at affordable costs. Funding opportunities include **regional planning and interconnectivity**, and **middle-mile Infrastructure**. Additional funding requirements and/or considerations are: Due to the technical complexity of these grants, a more in-depth review by DOLA staff is required, therefore applicants must contact their Regional Manager prior to submitting a grant application, and a 50% match is required for middle-mile infrastructure.

At the time this report was drafted, the Town of Snowmass Village has contingently secured a 50% matching grant.**Colorado Department of Regulatory Agencies (DORA)**

DORA's Broadband Fund exists to connect communities and fuel economic growth in unserved areas across Colorado. The Broadband Deployment Board provides grants through the Broadband Fund to deploy broadband service in unserved areas of the state.

Broadband access has become a crucial factor for economic development in communities across the country. It directly impacts not only local business' ability to operate outside their region but affects residents' access to goods and services like education and healthcare. Communities with broadband access experience real, measurable benefits, and the Broadband Fund seeks to amplify those benefits by enabling more infrastructure projects to kickoff across Colorado.

The Broadband Deployment Board seeks public comment on applications before reviewing and selecting which projects to fund. Grants from the Fund can provide up to 75 percent of infrastructure project costs and may only be awarded to **for-profit entities**, with a few exceptions. The Board awards money from the Broadband Fund according to statutory requirements and Board policy, as well as demonstrated urgency and local commitment to complete the project. These grants are for projects that provide **last mile service**.

Recommendation #4 – Evaluate Potential Partnerships

The model of service identified in this project may need to leverage funding for both core network and last-mile construction available through DOLA and DORA, respectively. This will mean that the town must identify a potential for-profit partner who is interested in leasing the core asset, and in building and managing last mile connectivity. Identifying interested partners, therefore, is an important step to help the Town envision a path forward.

The approach used to engage with potential partners includes building a list of potential partners and other interested parties, developing a request for expressions of interest (EOI), sending the EOI to the list of potential partners, processing responses to the EOI and selecting potential partners based on the level of interest. This approach will create a faster-moving cycle in which partners can be identified and brought to the table more quickly and with a higher likelihood of successful progress.

Recommendation #5 – Complete Formal RFP to Identify Partner(s)

The EOI process conducted as part of the previous recommendation will be useful to determine interested parties but does not provide the Town with enough details to fully determine a proposed partner nor the form of the partnership. It is recommended that the Town conduct a formal request for proposal (RFP) to identify and select its partner(s) for the potential buildout.

Recommendation #6 – Pursue Grant Funding

Most likely for the project to move forward grant funding will need to be identified and committed. It is important to note that DOLA funding can be used for both engineering and final construction expenses. A formal grant application should be submitted as soon as practical to cover final engineering design and construction of the proposed town-owned network.

It is also recommended that the selection of a private partner be timed to allow for coordination of private-sector grant requests to assist with paying for last-mile connectivity. Ideally, a coordinated approach would assure both the private sector and the Town of availability of state funds to complete both the town-owned distribution network and the last-mile connections due to the interdependence of both funding sources to completion of the project.

Recommendation #7 – Construct Core Network

Once a partner is identified and funding is secured, the next step will be to begin the deployment of infrastructure to support broadband improvements. This step can be started as soon as engineering is completed through the selection of a contractor with fiber optic deployment experience. The Town should work closely with its selected private sector partner to ensure that the network constructed meets its required FTTP architecture.

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Attachment F

LAW OFFICES OF

PAUL J. TADDUNE, P.C.

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September 27, 2023

VIA E-MAIL: council@tosv.com

Mayor Bill Madsen
Members of the Snowmass Village Town Council
130 Kearns Road
P.O. Box 5010
Snowmass Village, CO 81615

Re: Proposed Two Creeks Cell Tower

Dear Mayor Madsen and Members of the Town Council:

I write on behalf of Dr. Jay Warren and the Owl Creek Homes Association, Inc. as well as myself as a long time Snowmass Village resident, with regard to the 54-foot monopole cell tower proposed to be located in the Two Creeks Ski Area parking lot as depicted in the attached photograph. It appears to me that very few Snowmass Village residents are aware of a proposed cell tower in this location.

We request that your review of the cell tower be the same as the overhead transmission lines along Brush Creek Road that was proposed by Holy Cross Electric in or about May 2003, as reported by the enclosed article by the Aspen Times. That review resulted in the undergrounding of overhead wires and the barn structure on Highline Road at the entry of the Hidden Valley Cemetery that camouflages what easily could have been highly unattractive electrical transformers common in other municipalities. The lesson learned during that process was that with imagination and sound planning, infrastructure can be installed without intrusion of the natural beauty of Snowmass Village that we all appreciate and for which the Town of Snowmass is world renowned. The installation of a cell tower in the Two Creeks parking lot should not set a precedent of placing technology in higher priority than the natural beauty of Snowmass.

Neither I nor Dr. Warren will be able to attend the October 2 meeting due to travel commitments. Dr. Warren and I met with Ski Co planner Chris Kiley on September 15, and we were assured that more aesthetic alternative locations would be considered. For example, we discussed the possibility of using locations not owned by the Ski Co, such as the Town Maintenance Facility at the base of Sinclair Divide, utility easements in the East Village PUD,

and/or integration into the existing Two Creeks buildings, similar to the approach that was utilized for the Holy Cross Electric transformers. We also discussed having the opportunity to meet with Ski Co decision makers to discuss other more environmentally suitable options. To date that meeting has not occurred.

We also feel that it would be worthwhile to forward the proposed cell towers installations to the Snowmass Homeowners Association Architectural Committee for their expertise and input to the extent that any proposed cell towers would visually impact the Snowmass Homeowners Association owners.

In summary, we feel that there are many opportunities for the Town and the Ski Co to do it better. Thank you in advance for your consideration to this request.

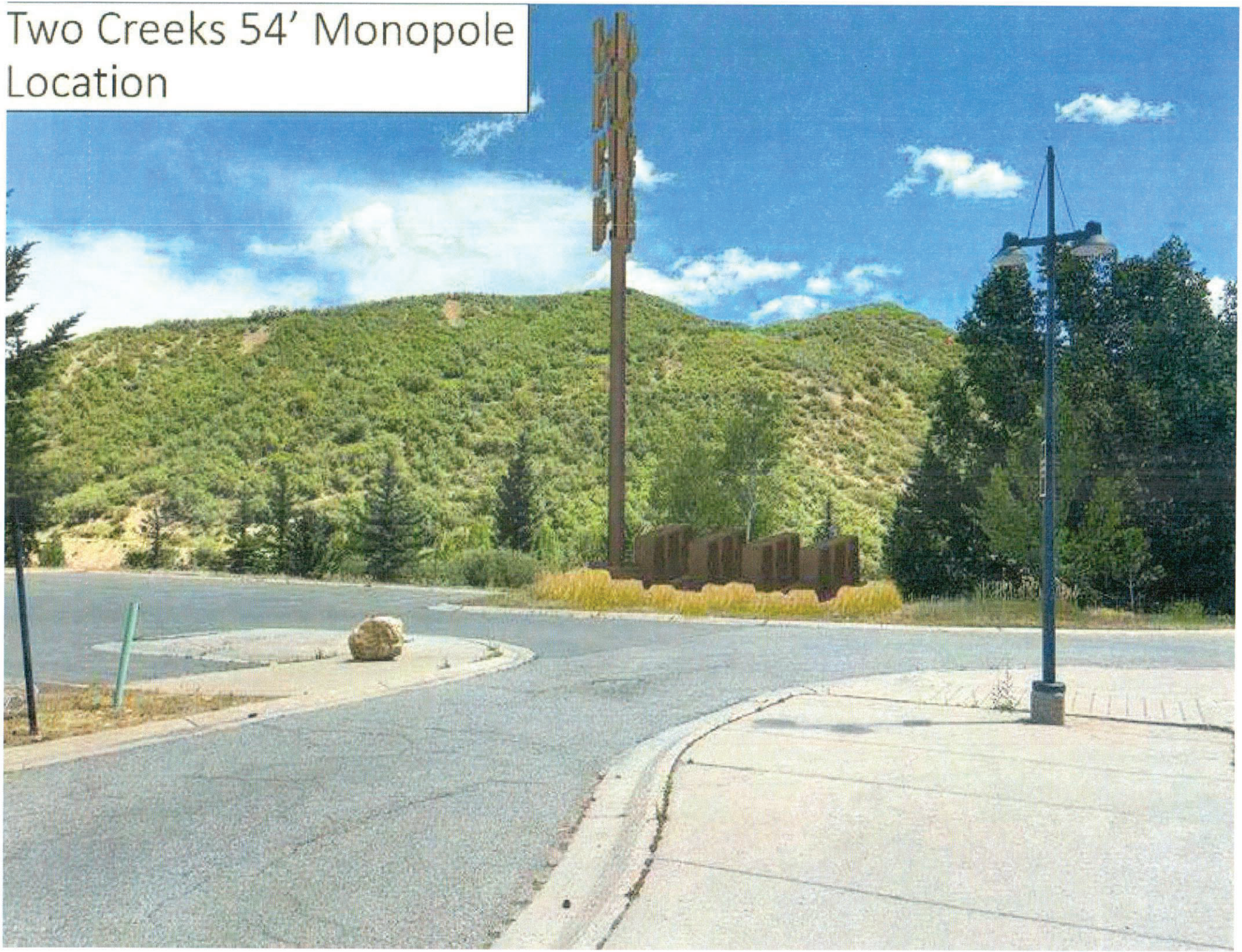
Very truly yours,

PAUL J. TADDUNE, P.C.

Paul J. Taddune

PJT:nwe
cc: Clint Kinney: ckinney@tosv.com
Dave Shinneman: dshinneman@tosv.com
Brian McNellis: bmcnellis@tosv.com
Mak Keeling: mkeeling@aspensnowmass.com
Chris Kiley: ckiley@aspensnowmass.com
Jay Warren, M.D.: warren.ca@gmail.com
Owl Creek Homes Association, Inc., c/o Barton Craig: barton@friasproperties.com
Encl.

Two Creeks 54’ Monopole Location



THE ASPEN TIMES | Snowmass Sun

YOUR AD HERE »

Holy Cross headache?

News FOLLOW NEWS | May 8, 2003

Allyn HarveyAspen Times Staff Writer



OLYMPUS DIGITAL CAMERA
ALL /

A clearly stunned county planning and zoning commission Tuesday rejected a proposal by Holy Cross Electric to string transmission lines through the open space along Brush Creek."The lines look funky – it's not good," said longtime planning commissioner Steve Whipple.It wasn't the basic idea of running transmission lines into Snowmass Village and building a distribution substation that stunned the planning commissioners Tuesday night. Holy Cross has been talking about the need to boost capacity in Snowmass for close to five years.What stunned the commissioners were the pictures of what metal power poles, 60 to 90 feet tall, and transmission lines look like in the middle of approximately $9 million in publicly protected open space.After hearing a presentation from Holy Cross and the county planning department, the planning commissioners soundly recommended denial of the application."They strongly recommended that the lines be undergrounded," said Debbie Quinn, assistant county manager. They also recommended approval of a code amendment that allows the utility to continue with the application process.Holy Cross representatives were unfazed by the recommendation of denial. Holy Cross, an electric power cooperative that has been providing service to the Roaring Fork Valley for decades, submitted its proposal with the expectation that it will be denied by Pitkin County with direction to put the wires underground.The county commissioners will consider the application that the P&Z found so unpalatable on May 19."I think everyone wants it undergrounded, and everybody wants someone else to pay for it," said Bob Schultz, the utility's planningconsultant on the project.In fact, the estimated cost of burying the transmission lines is about $7.8 million more than building them above ground. So the utility and the two governments involved with the decision are going to have to figure a way to equitably pass the cost on to the customers. Three proposals are on the table.One would place responsibility for all the additional costs on customers living in the town of Snowmass Village. That would increase by more than 17 percent the average residential electric bill. The average business electric bill would increase 20 percent.The second would create a surcharge area that includes all the users in the service area of the new power lines, affecting homes and businesses in Snowmass Village, Owl Creek, Wildcat and Brush Creek Village. It would add a little more than 16 percent to the average residential bill and 18.5 percent to the amount commercial customers pay each month. The third and broadest potential surcharge area would be two-tiered. The users in the service area would pay 80 percent of the cost, and residents and businesses in the Roaring Fork Valley between Basalt and Aspen would pay 20 percent.Residential and commercial customers in the service area would pay monthly surcharges of 13 percent and 15 percent, respectively, while residential bills outside the service area would go up 2.4 percent and commercial bills 2.7 percent.Base Village developer Intrawest has expressed a strong interest in seeing the lines buried, and it offered to cover about 25 percent of the added cost, which lowers the monthly charge considerably for most users.The Pitkin County commissioners are scheduled to meet with the Snowmass Village Town Council on June 12 to decide which, if any, of the above proposals are acceptable.Both communities have large stakes in finding a solution. Taxpayers in Pitkin County and Snowmass Village have invested more than $9 million to purchase land and conservation easements to protect Brush Creek Valley from development."If we can get this power line below ground, we're safe," said Dale Will, director of the Pitkin County open space and trails program. "If they go above ground, there will likely be some open space lost."If the governments cannot agree on how to pay for burying the lines, Schultz said the Colorado Public Utility Commission is likely to order construction of the above-ground proposal that the county planning and zoning commission found so offensive.The new, larger transmission lines will replace the existing distribution lines that are buried under the floor of the valley next to Brush Creek, adding significant capacity to the Snowmass Village area. If all three entities agree to bury the lines, they will be buried where the lines are currently buried.Two major projects – the Snowmass Center and Base Village – that are in the town's review process make the new transmission lines a

projects, because the transformers located at the Aspen Business Center that serve the entire upper valley are already at full capacity."A third of the time during the year, if a transformer went out there would be no way to avoid a blackout," Schultz said. "We're already in a zone that utilities try to avoid."[Allyn Harvey's e-mail address is aharvey@aspentimes.com]

From: Carla Buffulin
To: Brian McNellis
Subject: Public rearing - Aspen ski company request to place 9 cell towers at 7 locations in snowmass ski area
Date: Thursday, August 10, 2023 9:05:07 PM

Dear Mr. McNellis,

I am writing to formally express my perspective concerning the request made by Aspen Skiing Company to install 9 individual cell towers across 7 designated locations in the Snowmass area. In light of contemporary technological alternatives, particularly the emergence of Srtarlink, I find it prudent to assert that the proposed deployment of cell towers appears superfluous. Starlink presents a significantly advanced technological solution in terms of both its speed and expansive coverage range.
Moreover, Starlink distinguishes itself by obviating the necessity for terrestrial cell towers, as it facilitates direct satellite-based connectivity for mobile devices.
The Starlink approach holds the promise of maintaining the integrity of the natural landscape in an unaltered and conserved state.

Additionally, I wish to bring attention to the well-documented concerns surrounding the implementation of 5G technology. The broader community is well-informed about the manifold health implications linked to their technology, some of which are known, while others remain uncertain over the long term. It is worth underscoring that the establishment of 5G cell towers not only poses potential risks to human well-being but also has the potential to adversely affect the local ecosystem and animal life in proximity to such installations.

I therefore, respectfully urge Aspen Skiing Company to duly contemplate the merits of availing Starlink services as an alternative to their current proposal. This would not only align with the imperative of preserving the natural environment but also contribute to mitigating potential health and ecological consequences associated with traditional cell tower infrastructure.

Thank you for the opportunity to express my views and concerns,

Kind regards,

Carla Buffulin (23 Meadow Ln, Snowmass Village)

Brian McNellis

From: Scott Rosenberg <rosenbergse@gmail.com>
Sent: Thursday, August 17, 2023 9:08 AM
To: Brian McNellis; Snowmass Town Council
Subject: Cell Tower Application Comments

Hi Council,

My family have been homeowners in Snowmass for over 20 years. We love it here. I saw that there is a pending application by SkiCo to install cell towers throughout the mountain, and my family and I are enthusiastic supporters of the proposal.

In recent years, as the need for cell service has only increased, network availability and capacity on Snowmass has struggled. It is incredibly frustrating to feel disconnected - especially in this era of remote work and more off the cuff planning. Cell service, especially over the holidays when the mountain is crowded, is terrible. It's only marginally better when the mountain is emptier. I contrast this to Vail, which has excellent service not only on the front side, but throughout their back bowls.

I proposed to my wife while skiing on Snowmass, and could not reach the photographer. Thankfully, we had decided on a clear spot and the photographer knew what jacket I was wearing, but it was nerve racking not to know if she was there/ready. While obviously not the biggest deal, it is an example of a situation that never should have occurred with proper cell coverage on the mountain.

This isn't just about convenience or quality of life - it's a safety issue. People rely on their phones to contact Ski Patrol. Personally, I cannot count the number of times I have used my phone to contact patrol over the years. Recently, if I needed to contact Patrol from the Cirque or Hanging Valley, I couldn't. With the removal of safety phones, it is essential to have cell service.

I have previously written to mountain management on several occasions requesting exactly the solution they have before the council, and I'm excited to support it.

Thank you.

-Scott Rosenberg
(609) 462-2526

Updated Objection To Cell Tower Location

October 2, 2023

Dear Mayor Madsen and Members of the Town Council;

Unfortunately, a travel conflict has made it impossible for me to deliver these comments to the Town Council in person on October 2nd.

I thank you once again for the opportunity to speak to a proposal for two cell towers to be located in the Two Creeks Parking area. These two towers stand out from the magnificent surroundings for each of 21 homeowners and any visitors where they enter or leave Owl Creek Homes. Although somewhat improved, these two newly proposed 40-foot towers placed directly in front of the SkiCo building at Two Creeks will remain visible to those traveling on Burnt Mountain Drive, as well as others in Snowmass Village. All residents should be shielded from these so-called improvements to our world class aesthetic. As a member of the Board of the Homeowners Association representing the 21 homeowners living on Burnt Mountain drive and the HOA Board, we strenuously object to a tower location clearly visible from Burnt Mountain Drive.

As I have shared previously, our neighborhood recognizes the benefit improved cellular service brings to the community. Our objection is the selection of a tower location that can be seen from the road and not to the service it will provide. I will not reiterate the points I shared in my prior objection to Town Council, although each and every point remains relevant.

The revised visual simulations provided by SkiCo look to present an overly optimistic representation of the towers impact to the environment. As but a few examples, none show the requisite four 6 by 12 pads populated with electronic equipment, and several feet of the tower are hidden in View 2 by a truck pictured in the lot.

I appreciate the time SkiCo has invested, at the direction of the Town Council, to recommend a more suitable tower location for Two Creeks. I have spent a significant amount of time with the team from SkiCo providing input and specific suggestions for alternate locations and implementations for cell towers, but this feedback seems to have had minimal impact on the direction of the project. SkiCo just reviewed their new proposal for tower locations this past Friday leaving little time for constructive discussions. This extremely short notice prior to the Town Council meeting is not an acceptable demonstration of working with the community consistent with beneficial outcomes. At a minimum, approval for the suggested Two Creeks location should be postponed until further conversations and analysis can take place, and interested residents in Snowmass that have yet to hear anything about this project can comment.

The residents of Owl Creek Homes on Burnt Mountain Drive join hands in opposition to this updated cell tower proposal until a far more detailed analysis of all potential sites has been completed. There remain other possible locations for this cellular structure that have been dismissed that may provide the desired service without affecting the village aesthetic. I appeal to the Town Council to prioritize the values of this community that do not want to travel down the road that rationalizes the need for visually incompatible infrastructure when more harmonious alternatives may exist. Let's not settle for a "B grade", as these towers will be in place for decades, and will have upon them the signatures of this Town Council. Our community deserves nothing less than an "A".

Thank you

Jay Warren, on behalf of Owl Creek Homes
Jwarren.sjc@gmail.com
949.374.1972

Renderings

Attachment G

Without Vegetation -



With Vegetation -



Renderings

Without Vegetation -

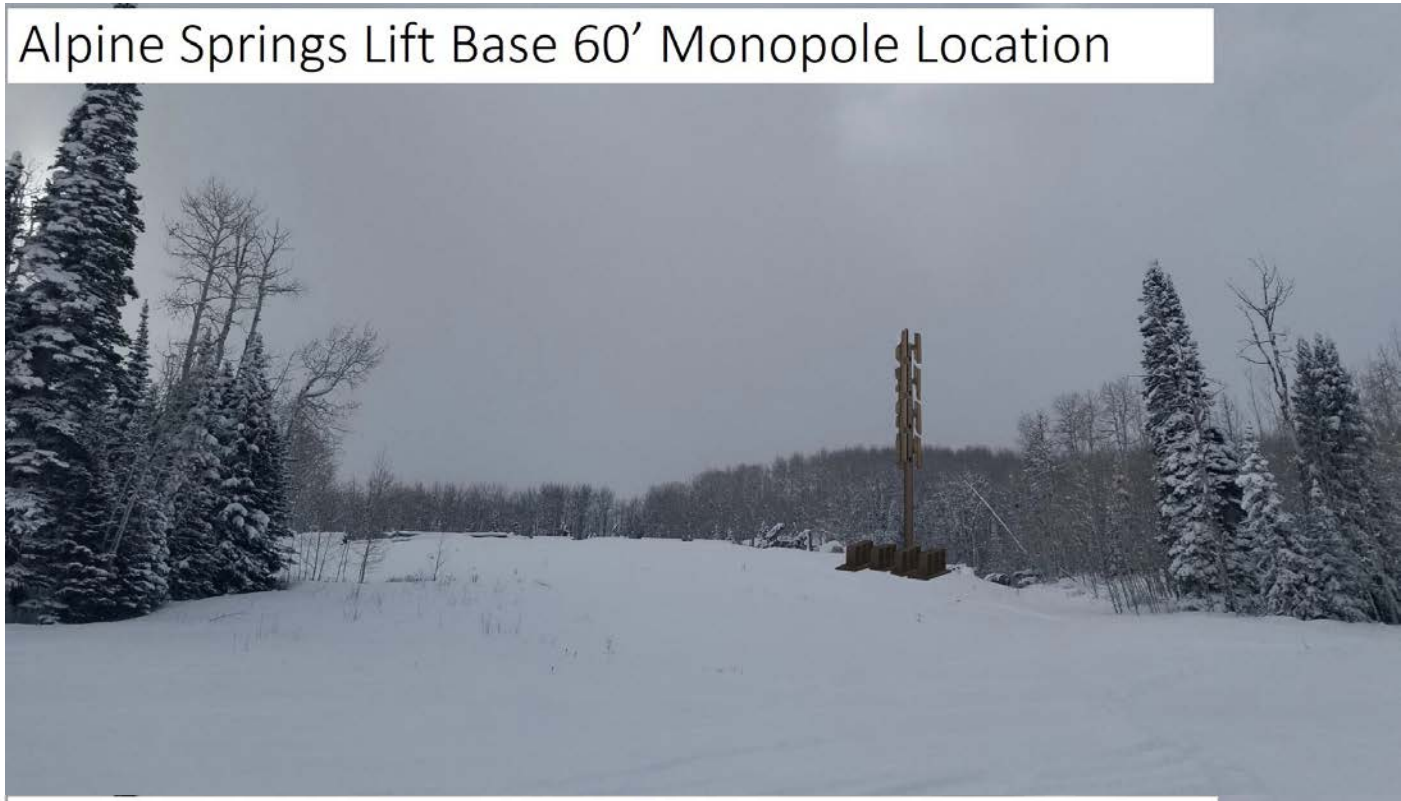


With Vegetation -

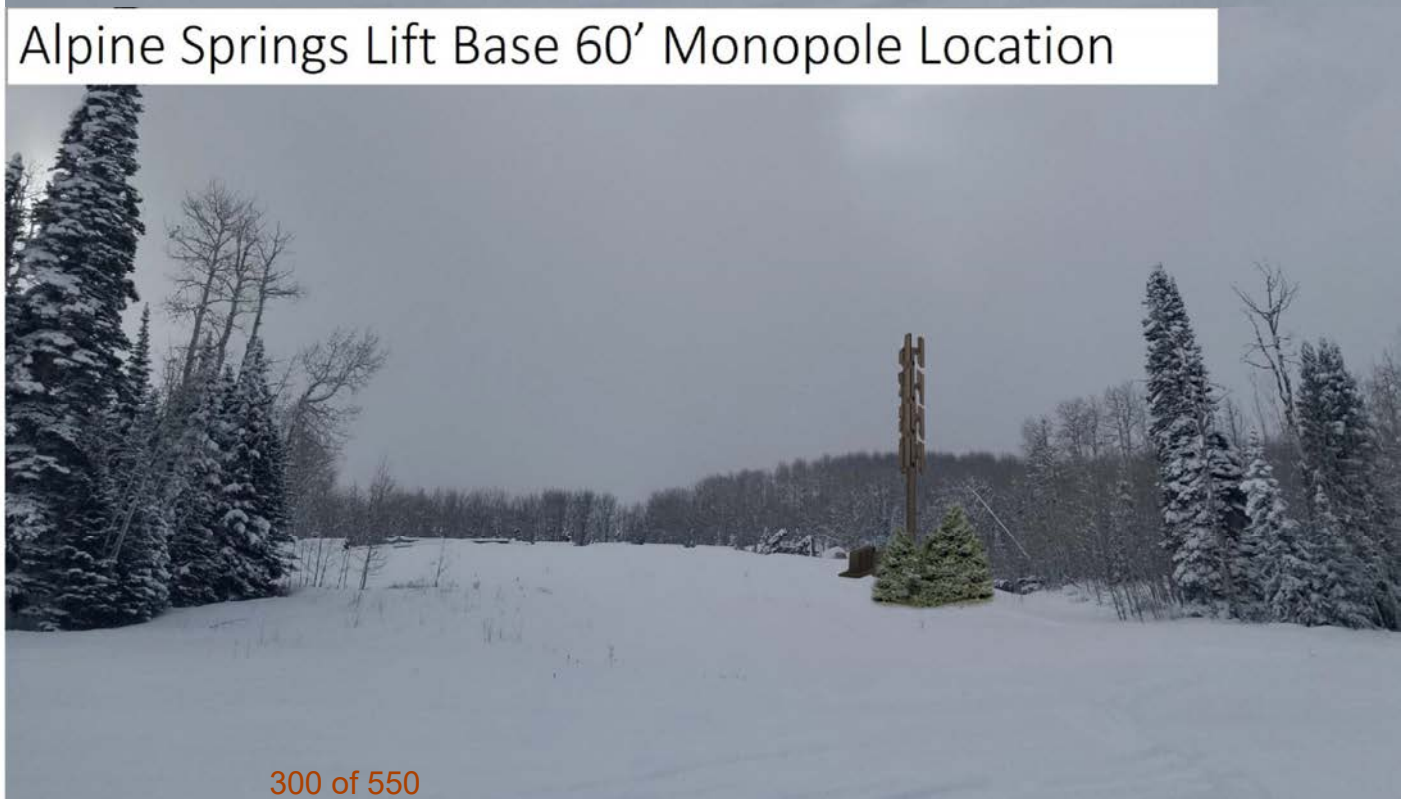


Renderings

Without Vegetation -



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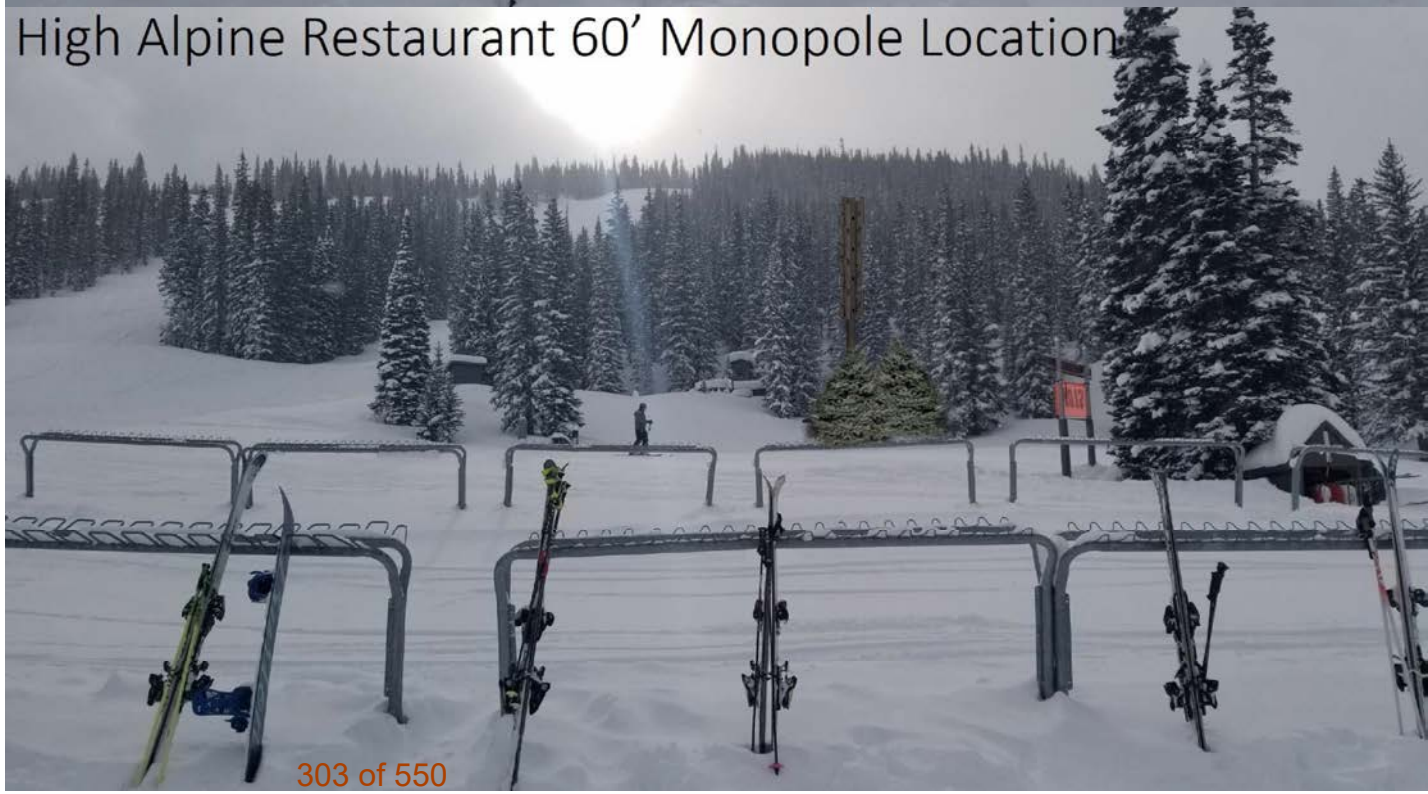


Renderings

Without Vegetation -



With Vegetation -



Renderings

Without Vegetation -



With Vegetation -



ASPEN SNOWMASS

Attachment G

Dave Shinneman
Community Development Director
Town of Snowmass Village
130 Kearns Rd, Snowmass Village, CO 81615

October 20th, 2023

Re: Update to Aspen Skiing Company Cell Towers Proposal

Dave,

Aspen Skiing Company (ASC) has prepared this letter and the attached materials as an update to the special review application and wireless communications facilities application submitted to the Town of Snowmass Village on June 6th, 2023. ASC presented the project to the Planning Commission on August 2nd, 2023 and to Town Council on August 21st, 2023 and October 2nd, 2023. During these meetings, Town Council, the Planning Commission, and the public provided feedback which has been incorporated into the proposal. ASC is scheduled to present the revised proposal during the upcoming Town Council meeting on November 6th, 2023. Changes to the proposal are summarized below:

1. The proposal has been revised to include 9 cell towers at 7 sites, which matches the original proposal. Revised tower support types and heights are included in the attached Appendix A.
2. Temporary and permanent construction disturbance calculations have been updated to account for revised tower support types, heights, and locations, and are included in the attached Appendix A.
3. Cell tower finishes have been reanalyzed to further minimize visual impacts through the use of Patina Copper Sulfate and Patina Honeycomb steel finishes, as displayed in Appendix B.
4. Tower site locations have been modified at Two Creeks, Sam's Restaurant, and Elk Camp. Since the original proposal, all seven sites have been updated and all updates are included in this revised proposal. Revised visual simulations are included in the attached Appendix B.
5. Detailed Engineered cell tower site plans have not been updated to reflect the revised proposal; however, they will be provided in forthcoming building applications once tower sites are finalized.

Through this process we believe that the plan is stronger than before and that the proposed cell tower project will help improve the safety of the community and will assist the TOSV in further achieving its community aspiration to be a leading multi-season, family oriented, inclusive resort community. With recent developments in communications technology, such as 5G and 4G/LTE, we feel that improved cellular voice and data coverage is necessary to meet the growing expectations of the community and its guests. We look forward to meeting with the Town Council to discuss this revised application.

Respectfully,



Mak Keeling

Vice President – Mountain Planning, Planning & Development Department
Aspen Skiing Company

cc: Katie Ertl, Chris Kiley, Kylie Urban, Raul Passerini, Eric Neumeyer; Aspen Skiing Company

P.O. Box 1248
Aspen, CO 81612-1248
970-925-1220
aspensnowmass.com

Appendix A. Updated Cell Tower Information and Finishes

Table 1. Proposed Cell Tower Site Information

Name	Elevation (feet)	Support Type	Finish	Construction Year
Lynn Britt Cabin	9,270	1 x 60-ft Monopole	Patina Copper Sulfate	**2024**
Two Creeks Base Area	8,128	2 x 36-ft Monopoles	Patina Honeycomb	**2024**
Alpine Springs Lift Base Area	9,120	1 x 60-ft Monopole	Patina Honeycomb	**2025**
Burn Chair Top	11,881	1 x 54-ft Monopole	Patina Honeycomb	**2025**
Elk Camp Activity Center	9,903	1 x 70-ft Monopole	Patina Copper Sulfate	**2025**
High Alpine Restaurant	10,553	1 x 60-ft Monopole	Patina Honeycomb	**2025**
Sam's Restaurant	10,625	2 x 40-ft Monopoles	Patina Honeycomb	**2025**

Table 2. Tower Sites, Construction and Long-Term Ground Disturbance (square feet)

Site Name	Construction Disturbance[1]	Footprint[2]	Long-Term Disturbance[3]	Land Ownership
Lynn Britt Restaurant	19,660	520	1,720	ASC Private Lands
Two Creeks Base Area	7,650	600	1,080	ASC Private Lands
Alpine Springs Lift Base Area	40,720	520	760	NFS Lands
Burn Chair Top	10,300	520	760	NFS Lands
Elk Camp Activity Center	48,345	560	3,700	NFS Lands
High Alpine Restaurant	29,800	520	4,720	NFS Lands
Sam’s Restaurant	9,460	520	1,720	NFS Lands
Total	**165,935**	**3,760**	**14,460**	

1. Includes excavation for tower and cabinet supporting slabs, as well as trenching for utility work (fiber optic and electric power).
2. Footprint of supporting slabs for tower and cabinets.
3. Includes slabs and two-track access path when applicable.

ASC Cellular Tower Projects

TOSV Town Council Meeting November 6, 2023



Town of Snowmass Village Proposed Cell Tower Sites

Name	Elevation (ft)	Support Type V1	Support Type V2	Support Type V3	Construction Year
Lynn Britt Cabin	9,270	1 x 60-ft Monopole	1 x 60-ft Monopole	1 x 60-ft Monopole	**2024**
Two Creeks Base Area	8,128	1 x 54-ft Monopole	2 x 40-foot Monopoles	2 x 36-ft Monopoles	**2024**
Alpine Springs Lift Base Area	9,120	1 x 60-ft Monopole	1 x 60-ft Monopole	1 x 60-ft Monopole	**2025**
Burn Chair Top	11,881	2 x 30-ft Monopoles	1 x 54-ft Monopole	1 x 54-ft Monopole	**2025**
Elk Camp Activity Center	9,903	1 x 90-ft Monopole	1 x 90-ft Monopole	1 x 70-ft Monopole	**2025**
High Alpine Restaurant	10,553	1 x 60-ft Monopole	1 x 60-ft Monopole	1 x 60-ft Monopole	**2025**
Sam's Restaurant	10,625	1 x 30-ft Monopole + 1 x 40-ft Monopole	1 x 54-ft Monopole	2 x 40-ft Monopoles	**2025**

Current Proposal

Proposed Cellular Tower Infrastructure

- **Each site includes:**
  - **One or two monopole towers (36’ – 70’ height)**
  - **Cabinets to house carrier equipment**
  - **Support racks aka “ice bridges” to secure and protect cables**
  - **Concrete pad**
  - **Access/utilities**

- **Cell Tower Finishes:**
  - **Patina Copper Sulfate**
  - **Patina Honeycomb**
  - **Galvanized Steel**





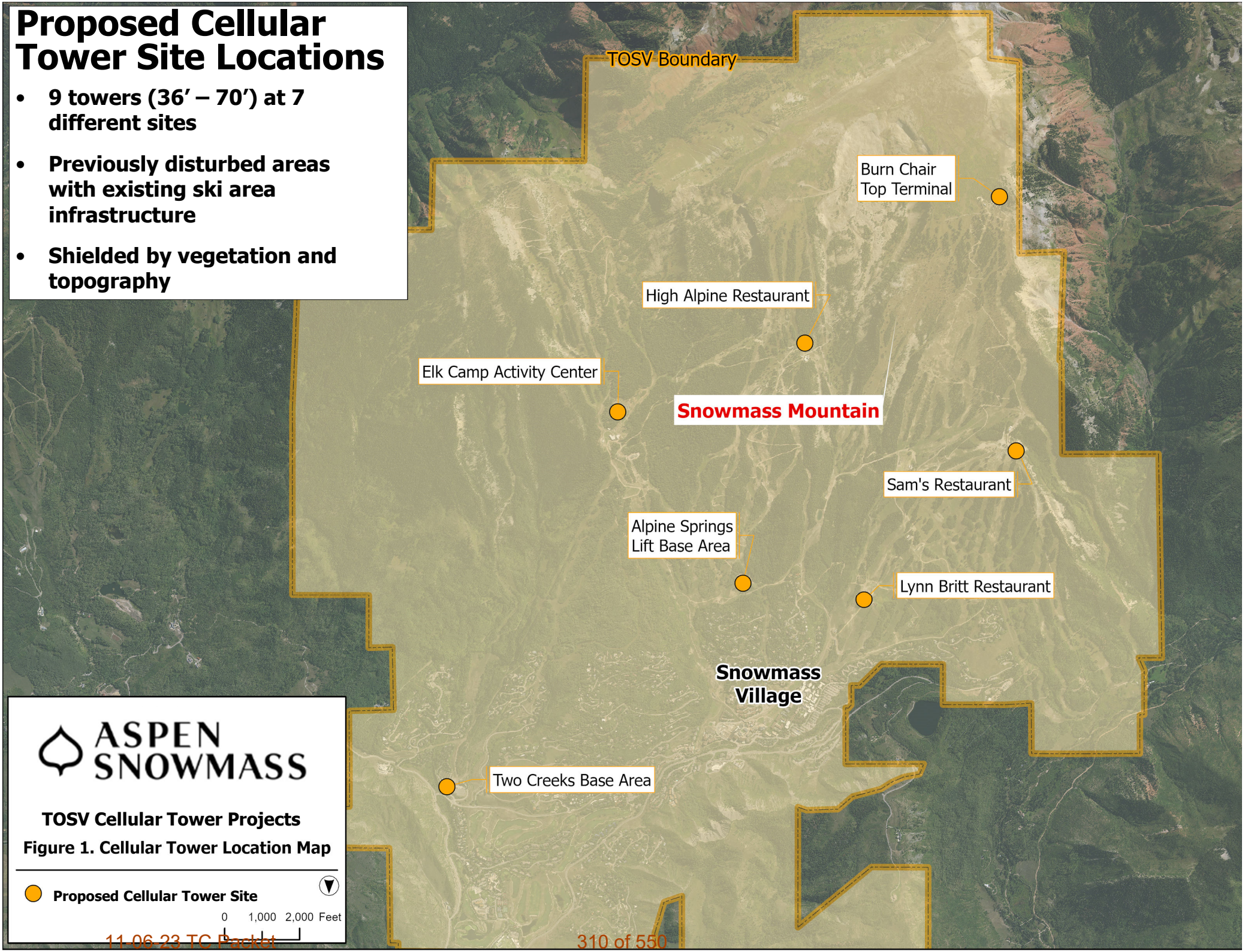






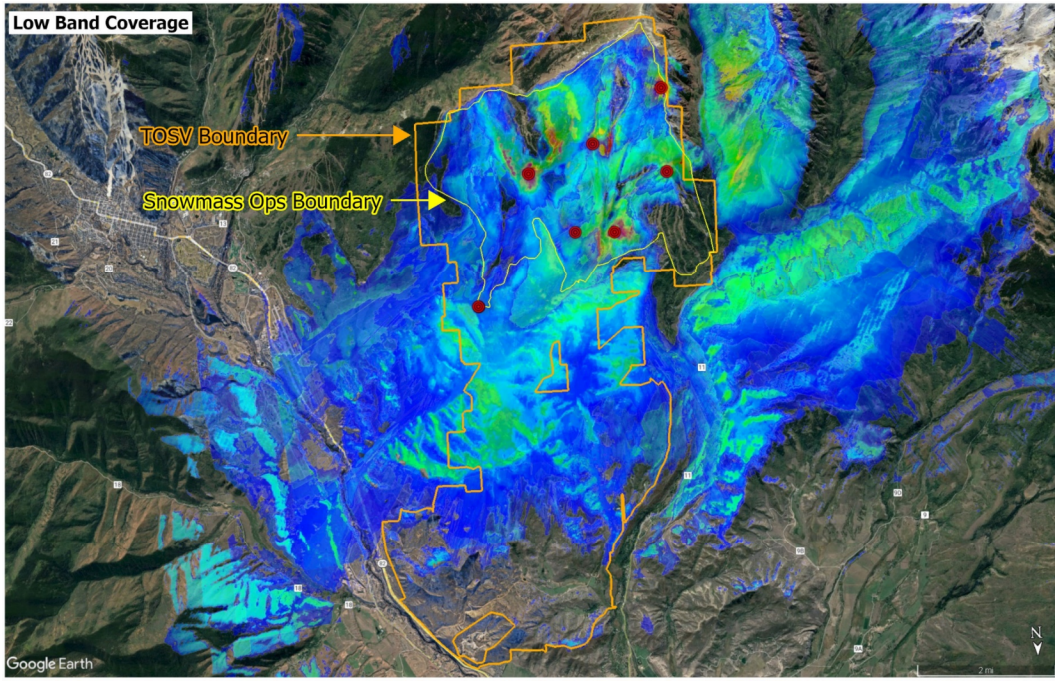
Proposed Cellular Tower Site Locations

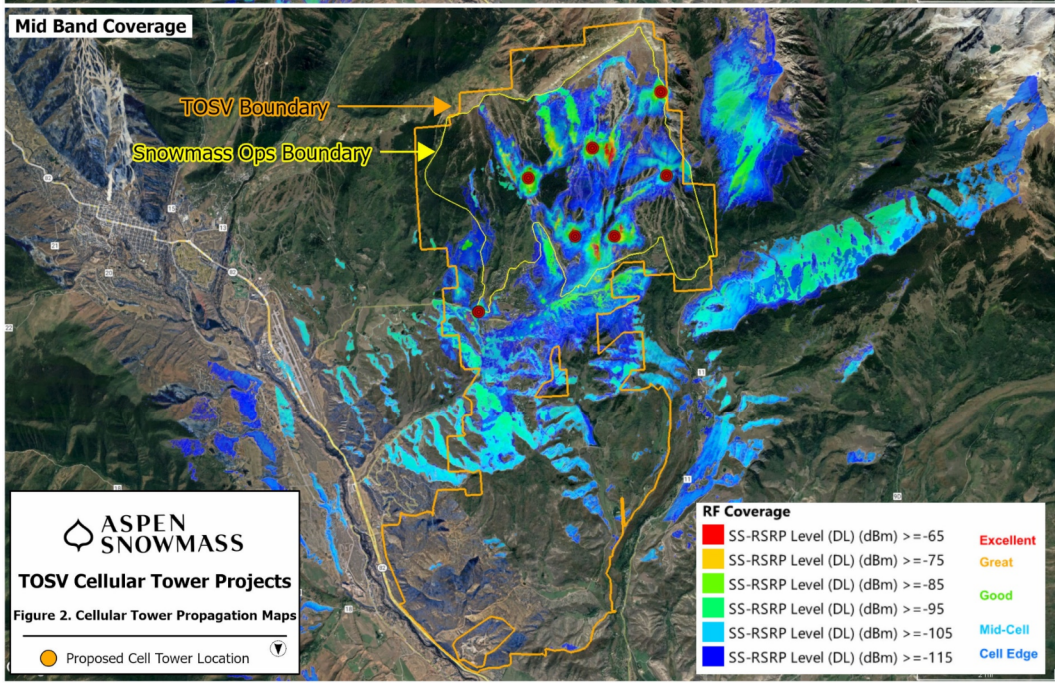
- **9 towers (36’ – 70’) at 7 different sites**
- **Previously disturbed areas with existing ski area infrastructure**
- **Shielded by vegetation and topography**



Carriers and Tower Propagation

- **Carriers**
  - **ASC is actively negotiating with AT&T, Verizon, and T-Mobile.**
  - **Up to four carriers per cell tower.**
  - **Carriers would attain all required local, state, and federal permits to operate.**
- **Tower Propagation**
  - **<u>Low Band Coverage</u> = <1GHz of 5G/4G/3G (call/text, limited data)**
  - **<u>Mid Band Coverage</u> = 1 – 6GHZ of 5G/4G/3G (mid to high speed call/text/data)**
  - **Coverage extends beyond Snowmass operational boundary across the TOSV**





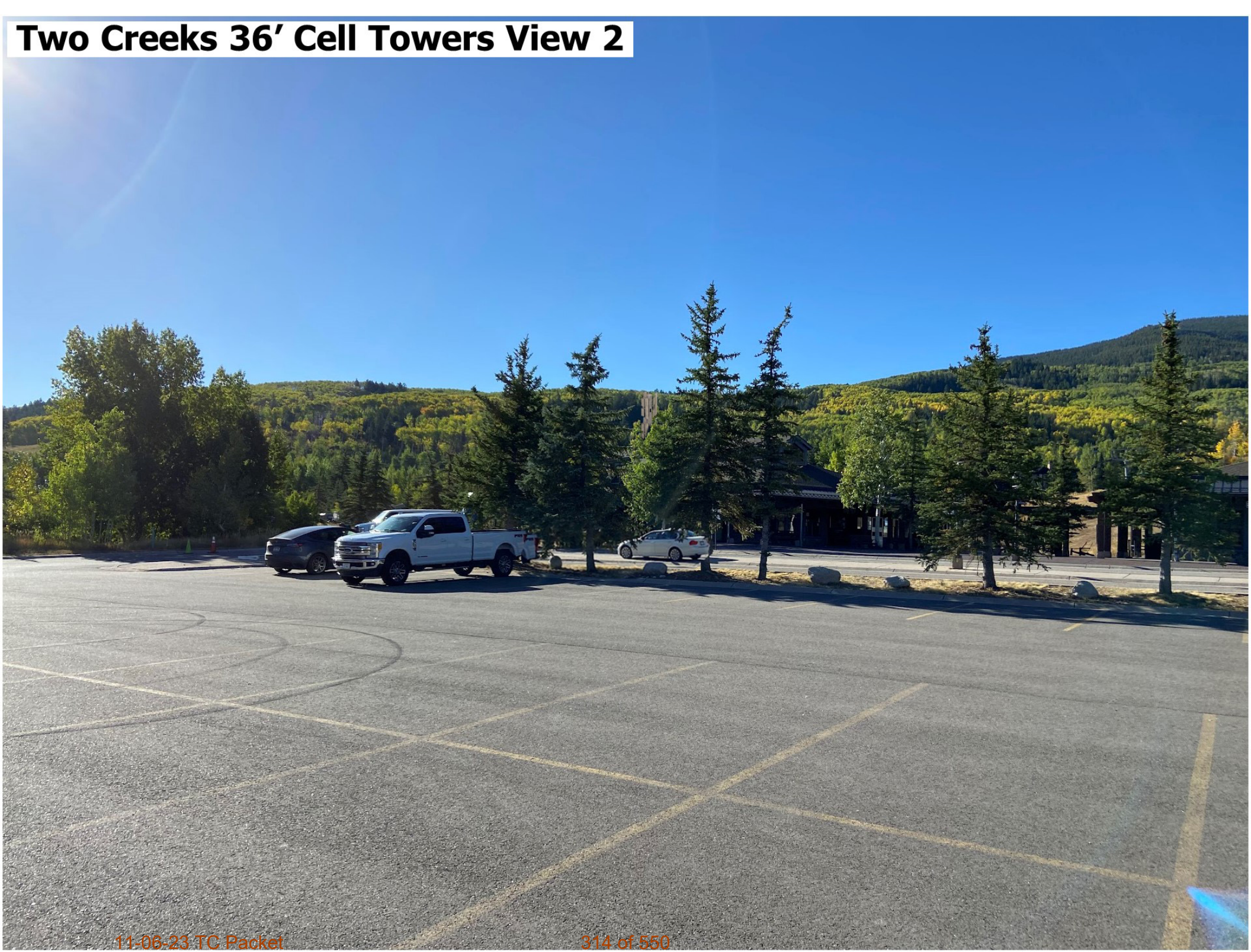
Updated Two Creeks Cell Tower Site



Two Creeks 36’ Cell Towers View 1



Two Creeks 36’ Cell Towers View 2



Two Creeks 36’ Cell Towers View 3



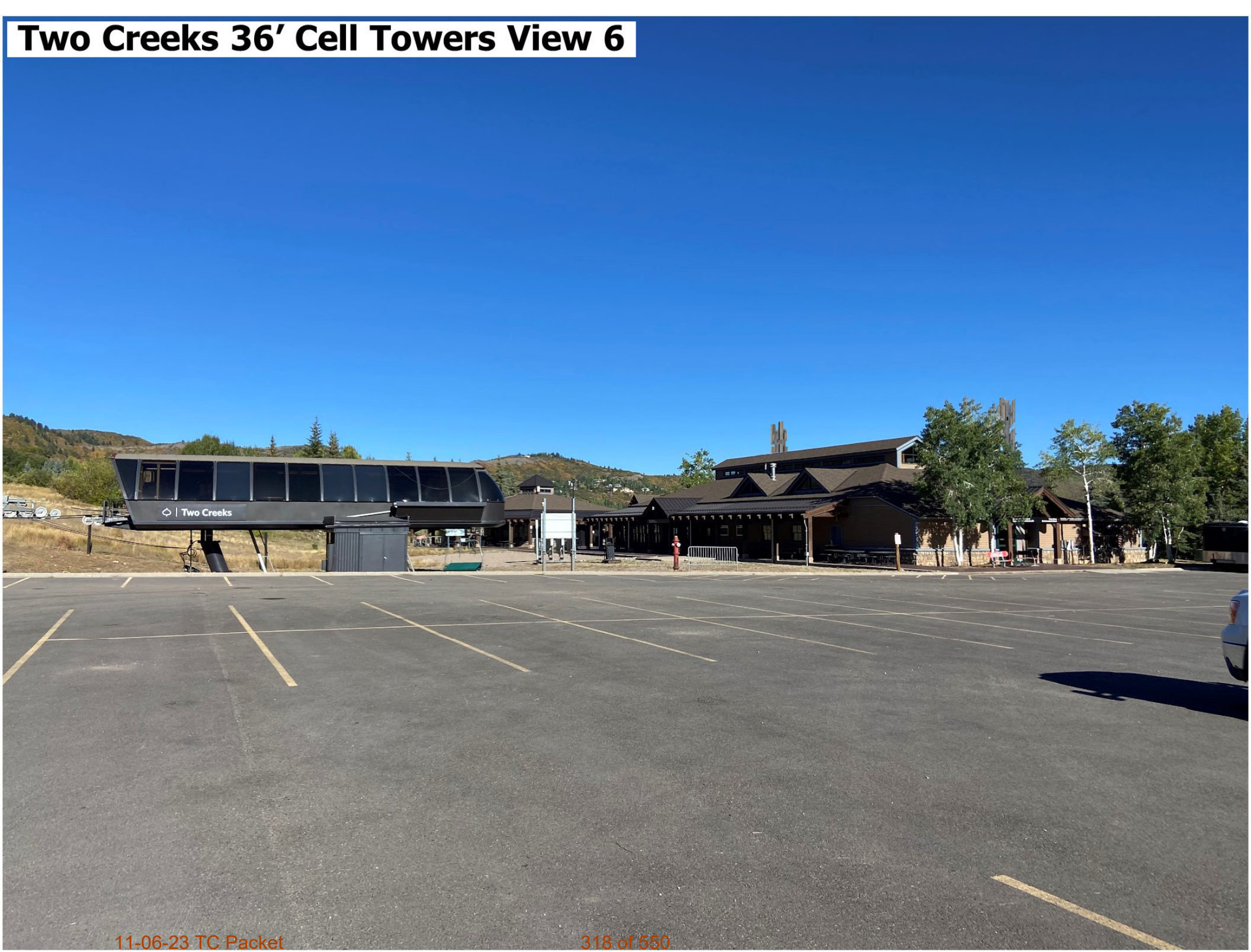
Two Creeks 36’ Cell Towers View 4



Two Creeks 36’ Cell Towers View 5



Two Creeks 36’ Cell Towers View 6



Two Creeks 36’ Cell Towers View 7



Two Creeks 36’ Cell Towers View 8



Updated Sam's Restaurant Cell Tower Site



Sam's Restaurant 48' Cell Towers View 1



Sam's Restaurant 48' Cell Towers View 2



Sam's Restaurant 48' Cell Towers View 3



Sam's Restaurant 48' Cell Towers View 4



Sam's Restaurant 48' Cell Towers View 5



Elk Camp Activity Center Cell Tower Site



Elk Camp Activity Center 70’ Cell Tower View 1



Elk Camp Activity Center 70’ Cell Tower View 2



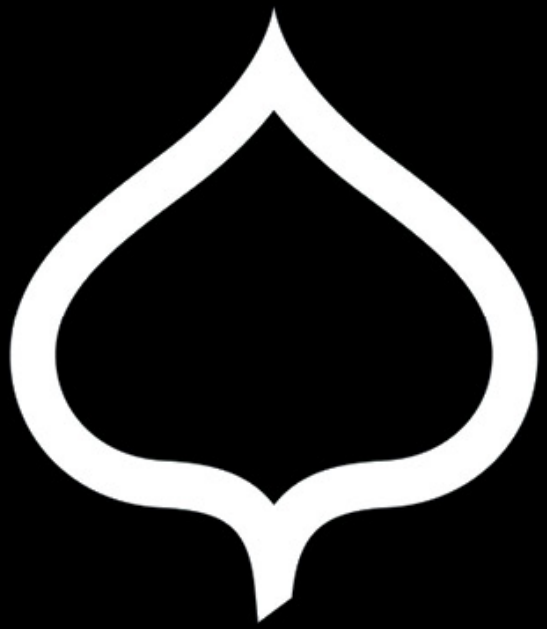
Elk Camp Activity Center 70’ Cell Tower View 3



Elk Camp Activity Center 70’ Cell Tower View 4



THANK YOU!



Lynn Britt Cell Tower View 1



Big Burn Top Terminal Cell Tower View 1



High Alpine Restaurant Cell Tower View 1



Alpine Springs Cell Tower View 1



Town of Snowmass Village

Town Council Meeting

November 6, 2023

Agenda Item:

Public Hearing and Resolution No. 26, Series of 2023: – the proposed Preliminary Plan application on the Deerbrook Subdivision (previously Parcel L of the Faraway Ranch Subdivision), and a concurrent rezoning from 'SPA-1' to 'MF' with a PUD overlay.

Presented By:
Jim Wahlstrom, Senior Planner, AICP
Dave Shinneman, Community Development Director, AICP

Applicant, Owner, Legal Description:

Applicant: Deerbrook Townhome Condominium Association, Inc.
Project Coordination: John Howard, Willow Creek Management Services
Land Use Planner Representative: Tim Malloy, TGMC, LLC
Deerbrook Subdivision of Parcel L (Faraway Ranch SPA plan and gross parcel plat)

Background:

The proposed Deerbrook Townhomes Preliminary Plan application was submitted on April 6, 2023. It was resubmitted May 11, 2023 to address completeness review comments. Reference the town website for the application materials here: https://docs.tosv.com/WebLink/Browse.aspx?id=172094&dbid=0&repo=TOSV&cr=1
The proposal includes:

- Removal of existing garages and surface parking.
- 15 two-stall garages (30 spaces).
- 20 surface parking spaces (15 spaces with covered carports).
- Widen and improve access drives (on Deerbrook site).
- Enhanced arrival experience including a landscaped entry feature at the point of the entry into the property.
- Swimming pool with seating areas.
- Fitness building with bathrooms of 969 sq. ft.
- Personal storage (incorporated into garages).
- Additional site landscaping.

There are no new units proposed that would trigger an employee housing mitigation requirement, also considering the code's redevelopment credit typically received.

The application was sent to referral agencies on May 30, 2023. Referral comments were due on June 30, 2023. Reference the attached referral agency review comments received. The public comments included were received as of the writing of this report.

The primary purpose of the Town Council's public hearing is to consider: "*all relevant materials and testimony; the Planning Commission's recommendation; whether the application complies with the municipal code standards; and whether the preliminary plan has responded to the direction given by the Town concerning the sketch plan*." *Following closure of the hearing, the Town Council shall, by resolution, either approve, approve with conditions or deny the application. If the Town Council approves the preliminary plan, it may require, as a condition of that approval, that the final plan be reviewed by the Planning Commission before it is reviewed by the Town Council. If the case, the Planning Commission's review of the final plan shall be accomplished pursuant to Section 16A-5-360(c)(4), 'Planning Commission Review.'*"

A compliance analysis report is included in this packet. The compliance report is required to address in detail each of the municipal code standards associated with the proposed Preliminary Plan application and the intended rezoning request to 'MF' with a PUD overlay. Draft findings and conditions are included in the attached resolution for consideration. This is beyond the information provided on the Preliminary Plan Review Intent and Issues responses during the Joint Meeting presentation on July 17, 2023. The joint meeting packet included the issues to address with the Preliminary Plan review according to Town Council Resolution No. 3, Series of 2022, which agreed with and incorporated the recommendations in Planning Commission Resolution No. 6, Series of 2021, during the new and revised Sketch Plan review.

History:

Deerbrook Townhomes is on Parcel L of the Faraway Ranch SPA land use plan. Pursuant to Ordinance 22, 1984, the Faraway Ranch Stage II SPA land use plan with 'SPA-1' zoning, and gross parcel plat was signed and recorded. The Parcel L Stage II SPA land use plan was amended by Ordinance 2, 1988. The Stage III Design Review of Parcel L Deerbrook Townhomes was approved by Town Council Resolution 32, 1988. These actions allowed the current development of a maximum 15 units, each at 2,998 square feet, or equivalent unit mixes meeting the maximum floor area allowances.

Town Council Resolution 34, 1988, accepted a dedication of land to the Town of Snowmass Village and granted an employee housing credit for the Faraway Ranch land use plan, which included Parcel L for the existing 15 units on the Deerbrook site. In exchange for the anticipated provision of 59 units of restricted housing and 50 seasonal housing units (for Faraway Ranch), the Town desired to acquire Parcel C of the Faraway Ranch SPA gross parcel plat (where the Town Hall currently sits) to construct

employee housing. Upon delivery of the conveyance, the developer was "*deemed automatically, fully and forever relieved of any obligation to building 51 mixed employee units as approved on Parcel C, Faraway Ranch SPA Final Land Use Plan…*"

Town Council Resolution 47, 1989 approved the stand alone detailed Deerbrook Subdivision plat of 2.47 acres on Parcel L, Faraway Ranch. In 1990, the property was developed and completed with the 15 townhomes contained in three buildings located along the western portion of the site and stepped along the eastern border of Assay Hill.

On December 7, 1992, approved Town Council Resolution No. 63, Series of 1992, allowed the zoning for the Faraway Ranch Specially Planned Area (SPA) to lapse, as permitted in Ordinance No 22, Series of 1984.

On January 18, 2022, the Town Council accepted the prior Planning Commission recommendations on the new and amended Sketch Plan for Deerbrook Townhomes via Town Council Resolution No. 3, Series of 2022, which referenced and incorporated the Planning Commission Resolution No. 6, Series of 2021. These actions permitted the applicant to proceed to the Preliminary Plan stage. These documents were also included as part of the exhibit package for the Joint Meeting preliminary plan presentation on July 17, 2023 along with summary staff responses to the Code's Preliminary Plan's Review Intent and Issues.

On January 3, 2023, the Town Council granted the Applicant an extension to submit the Preliminary Plan application up until July 18, 2023.

Municipal Code Provisions:

According to Section 16A-5-340, Preliminary Plan, it states as follows:

(a) ***Purpose***. *The purpose of preliminary plan review is for the applicant to formulate detailed, properly designed/engineered solutions to the issues and concerns identified during sketch plan review, and to address, in a detailed manner, all other issues that are relevant to the preliminary plan....The burden at the preliminary plan stage is on the applicant to provide detailed information and mitigation proposals to be evaluated by the Town and the public. For any PUD application that also involves subdivision or that requires approval of an amendment of the Official Zone District Map, the application for subdivision or rezoning shall be submitted with, and considered at the same time as, the preliminary PUD plan review.*

(b) ***Preliminary Plan Review Intent and Issues***. *The questions the Planning Commission and Town Council should consider in a detailed manner during review of the preliminary plan (depending upon the size and complexity of the proposal) include the following….* (The town staff's summary responses to the Code's Preliminary Plan Review Intent and Issues were provided during the joint meeting applicant presentation on July 17, 2023).

(c) ***Preliminary Plan Review Procedure***. Since the pre-application conference last year, the submission of the application, and the completeness review have occurred, the application may be referred to collect review comments from the referral agencies.

(d) ***Joint meeting***. This occurred on July 17, 2023.

(e) ***Staff review***. *Staff review of the application shall be accomplished, as specified in Section 16A-5-50, Staff Review of Application. Staff shall then meet with the applicant to provide preliminary comments, discuss issues and concerns, request additional information necessary to adequately evaluate the proposal and make recommendations regarding the application. The applicant will then have the opportunity to amend their application or provide additional information in response to the staff comments. Upon receipt of the requested information and following its review by staff, a complete copy of the requested supplemental application information shall be forwarded to the Planning Commission and Town Council, together with a copy of the completed staff review.*

(f) ***Concurrent Town Council and Planning Commission Review***. At the joint meeting on July 17, 2023, Town Council Resolution No. 20, Series of 2023, directed the Planning Commission to complete its review and forward their recommendations to the Town Council.

(g) ***Planning Commission Public Hearing.*** The initial public hearing for the application was conducted by the Planning Commission on August 2, 2023 and then continued to September 6, 2023 to consider their resolution. A site inspection for the Planning Commissioner members was held on August 16, 2023.

(h) ***Public Notice***. *Public notice that the Town Council will hold a public hearing during the course of its review to receive and consider public input regarding the application shall be given by publication, mailing and posting.* A public hearing notice was printed in the Aspen Times on October 4, 2023 for the scheduled Town Council meeting on November 6, 2023. The Applicant submitted the required affidavits for the mailing and posting of the notice.

(i) ***Town Council Public Hearing***. *A public hearing shall be conducted during the course of its review pursuant to Section 16A-5-70(2), Conduct of Public Hearing. The Town Council shall consider: all relevant materials and testimony; the Planning Commission's recommendation if and when available; whether the application complies with Section 16A-5-300(c), General Restrictions and Section 16A-5-310, Review Standards; and, as applicable, whether the preliminary plan has responded to the direction given by the Town concerning the sketch plan. Following closure of the hearing, the Town Council shall, by resolution, either approve, approve with conditions or deny the application. If the Town Council approves the preliminary plan, it may require, as a condition of that approval, that the final plan be reviewed by the Planning Commission before it is reviewed by the Town Council. The Planning Commission's review of the final plan shall be accomplished pursuant to Section 16A-5-360(c)(4), Planning Commission Review.*

Town Council Options:

Following the introduction of the item by town staff, the processes below should be administered in Section 16A-5-70, '*Action by decision making body*':

(1) Schedule a site inspection, if desired.
(2) Follow the code's conduct of a public hearing, the rights of all persons, and the order of proceedings:
    a. Applicant's presentation of information pertinent to the Planning Commission's consideration of the application;
    b. Public testimony shall be heard;
    c. Applicant may respond to public comments;

d. Town staff may respond to applicant's or the public's comments.

(3) Review and consider the application following the municipal code review standards. The attached draft resolution generally summarizes issues identified during the Sketch Plan review, the directives at the Joint Meeting, and the code's Preliminary Plan Review Intent and Issues, as follows:

1. Response to sketch plan issues and concerns.
2. Zone district limitations.
3. Comprehensive Plan consistency.
4. Access and Connection provisions.
5. Architectural plans and Views.
6. Parking.
7. Landscaping and open space.
8. Natural hazard areas.
9. Natural Resource Areas.
10. Air Quality.
11. Grading and drainage.
12. Pace and phasing.
13. Community welfare.
14. Other components.

Staff Recommendation:

Staff recommends the Town Council approve the resolution as written to permit the applicant to proceed to the Final plan review stage. The resolution may be modified at the meeting.

Attachments:

1. Town Council Resolution 26, Series of 2023, written in the affirmative with conditions to allow the applicant to proceed to the Final plan review stage.
2. Public hearing publication notice for the Town Council meeting November 6, 2023.
3. Planning Commission Resolution No. 5, Series of 2023.
4. Summary of existing and proposed land use and development parameters.
5. Town staff's compliance analysis report addressing the municipal code's review standards.
6. Review comments received from Town Departments, districts, and referral agencies, including applicant's correspondence.
7. Applicant's formal response to referral agency comments dated July 25, 2023.
8. Revised applicant's geotechnical engineer letter, dated August 2, 2023.
9. Public comments received, as of the writing of this report.

TOWN OF SNOWMASS VILLAGE
TOWN COUNCIL

RESOLUTION No. 26
SERIES OF 2023

A RESOLUTION REGARDING THE DEERBROOK TOWNHOMES PRELIMINARY PLAN APPLICATION AND A REZONING FROM 'SPA-1' TO 'MF (Multi-Family).'

WHEREAS, the Town Council accepted the new and amended Sketch Plan via the Town Council Resolution No. 3, Series of 2022, which referenced the Planning Commission Resolution No. 6, Series of 2021, and granted the Applicant permission to proceed to the Preliminary Plan level of review; and

WHEREAS, Town Council Resolution No. 3, Series of 2023, granted permission to extend the submission of the Preliminary Plan application until July 18, 2023; and

WHEREAS, on April 6, 2023 the Deerbrook Condominium Association formally submitted a Preliminary Plan application, as updated on May 11, 2023 to address completeness review comments pursuant to the municipal code procedures; and

WHEREAS, the application was sent to referral agencies on May 30, 2023 with review comments requested due on June 30, 2023; and

WHEREAS, a joint meeting of the Town Council and Planning Commission was held on July 17, 2023 to hear a presentation of the application by the applicant; and

WHEREAS, Town Council Resolution No. 20, Series of 2023, identified the specific components or project elements, areas of the code or core issues for the Planning Commission's review of the Preliminary Plan application involving the Deerbrook Townhomes property; and

WHEREAS, The Planning Commission recommended to the Town Council in Resolution No. 5, Series of 2023, the Applicant be granted permission to proceed to the Final Plan review stage pursuant to the recommended conditions; and

WHEREAS, a public hearing notice was printed in the Aspen Times on October 4, 2023 for the scheduled Town Council meeting on November 6, 2023; and

WHEREAS, the Preliminary Plan application and the intended rezoning from SPA-1 to 'MF' was processed pursuant to TOSV municipal code Sections 16A-5-340 and 16A-5-220, respectively.

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Snowmass Village, as follows:

Section One: General Findings. The Town Council generally finds:

1. **Application material sufficiency**. The Applicant has submitted sufficient information pursuant to Section 16A-5-340 of the Municipal Code to permit the Town Staff and Planning Commission an adequate review of the proposed Major

PUD Preliminary Plan application and the intended underlying re-zoning to 'Multi-Family' (MF).

2. **Public Hearing Notices**. The Applicant met the minimum public hearing notice requirements outlined in Section 16A-5-60, '*Notice of public hearing*' in the Municipal Code including the submission of signed affidavits for the mailing and posting of the public hearing notice.

3. **Response to Sketch Plan issues and concerns.** The Preliminary Plan application provided detailed, sufficient, and appropriate responses to each of the directives, issues and concerns identified during the new and revised Sketch Plan review in Town Council Resolution No. 3, Series of 2022, referencing the Planning Commission Resolution No. 6, Series of 2021.

4. **Response to Town Council Directives**. The Planning Commission satisfactorily evaluated the specific components or project elements, areas of the code, or core issues identified in Town Council Resolution No. 20, Series of 2023.

5. **Comprehensive Plan**. The proposed Preliminary Plan including the replacement garages, carports, the private pool, fitness facility and other accessory structures are consistent with the Comprehensive Plan strategic initiatives and policies.

6. **Zone district limitations**. Town Council Resolution No. 63, Series of 1992, allowed the zoning for the Faraway Ranch Specially Planned Area (SPA) to lapse, as permitted in Ordinance No 22, Series of 1984. The intended rezoning from 'SPA-1' to 'MF' is generally compliant with the review standards for a rezoning which shall be confirmed with a subsequent Final Plan and rezoning review and ordinance. The proposed development currently would comply with all the limitations of the planned zone district, except for the existing 40-foot high townhomes units which would become legal nonconforming.

7. **Access and Connection provisions**. The general findings are as follows:

    a. There is acceptable circulation of vehicular driveways, cul-de-sacs, pedestrian ways, trail access and planned connections, emergency services, and compliance with fire protection and wildfire hazard provisions.
    b. The proposed gravel pathway off-site for primarily non-winter usage appears acceptable and is appropriately connected to new pedestrian paths on the site.
    c. The Applicant has objected to the town staff's recommended public access trail easement over the private ski-back trail (serving an adjacent property) that would begin and end on only the Deerbrook site due to privacy issues, closeness of existing spas near the ski-back trail, a narrow 10-feet between Buildings B and C, limited height clearance under an existing bridge, and existing trails to the north and south of the site. However, it appears

necessary to provide emergency access to the property along the ski-back trail in the event the main access drive becomes inaccessible, despite the existing constraints in the vicinity noted above.

d. The applicant has sufficiently committed to connect to a trail easement south of the property when the Town can obtain a trail easement paralleling the south property line from the adjacent owners.

8. **Architectural plans and Views**. The Preliminary Plan application demonstrates the proposed mass, scale, height, density, volume, materials, colors, and detailed design elements of the proposed accessory buildings, the affected views, and the site walls which are compatible with, appropriate for, or an enhancement of the character of the community and with surrounding buildings, and consistent with the municipal code's building design guidelines.

9. **Parking**. The Sketch Plan and Preliminary Plan applications were filed under the prior TOSV off-street parking code before Ordinance No. 3, Series of 2023, became effective reducing the Town's off-street parking requirements. The proposed parking reduction from 60 to 50 spaces is acceptable without the need for a Parking Management Plan primarily because the parking increases from two (2) spaces to 3.3 spaces per unit despite no proposed increase in the number of units.

10. **Traffic impacts**. Pursuant to the municipal code's generation rates, the existing units create 45 daily trips including the proposed new or replacement private accessory structures, as it is the residents with the units that drive the vehicles. This represents less than one percent (<1%) of the projected 11,000 daily trips on nearby Brush Creek Road per a 2018 transportation impact report. The proposed project does not require a new transportation impact report pursuant to the code criteria that the application was filed under.

11. **Landscaping and open space**. The type, amount, size, species, and location of proposed landscaping are adequate and suitable for the development, including the view simulations adequately showing landscaping screening around the perimeter of the development and for compliance with affected code standards. The proposed tree removal and mitigation plan appears acceptable. Despite the open space reducing from the 55% standard pursuant to the original Faraway Ranch SPA land use plan, the Applicant acceptably represented that the open space is 4% lower than the approximate 50% open space currently on the Deerbrook Subdivision site and would be greater than the minimum 25% open space standard pursuant to the planned rezoning to 'MF.'

12. **Natural hazard areas**. The Applicant demonstrated the site, pre-development, was below a 30% gradient and that some of the slopes currently on the site, which are above 30%, occur on the south side and in between the driveways. The gradients are a result of man-made conditions. This includes the prior

construction of Ridge Road and the access driveways. Since the site was subdivided in 1988 after the code cut-off date of January 1, 1987 for requiring a geotechnical report, the Preliminary Plan application acceptably provided this report as well as an updated letter dated August 2, 2023 from the Applicant's geotechnical engineer. These studies and documents sufficiently explain the findings and recommended construction measures, including significant subsurface drainage systems, control and lowering of the historic groundwater levels, removing excavated soil and the net-effect weight from the hillside to reduce the driving forces, installation of earth retention shoring walls, drain strips connected to a collector drain at the bottom of the wall; and the installation of inclinometer casings will be employed to avoid, minimize, or mitigate the development effects for compliance with the geologic hazard and steep slope standards in the municipal code.

13. **Natural Resource Areas**. The Preliminary Plan application acceptably complies with the standards of the Development Code, such as the Brush Creek Impact Area standards. The review of the site-specific location and characteristics of any wildlife habitat areas, riparian areas, wetlands, and other valued natural features on the property, including anticipated impacts of the proposed development on these areas/features, has been acceptably addressed and mitigated.

14. **Air Quality and Noise mitigation**. For a Preliminary Plan level of review, the construction management plan provided generally describes acceptable implementable methods for the purpose of reducing pollutants and abating noise.

15. **Grading and drainage**. The Preliminary Plan application acceptably demonstrates the extent of soil and vegetation disturbance planned for the site and any disturbed areas that will be stabilized both during construction and following completion of the project. This includes where excavated materials will be stockpiled, and the design and material of the shoring and retaining structures to be installed. The applicant acceptably explains how the storm water will be handled and managed both during construction and following completion of the project.

16. **Pace and phasing**. The Preliminary Plan application sufficiently details the phasing proposal to ensure that the development and segments thereof will occur in an efficient and orderly manner with consideration given to construction and other impacts upon the community.

17. **Community welfare**. The Applicant acceptably demonstrated that the proposed development in its totality promotes the public health, safety, and welfare.

18. **Municipal Code Review Standards**. The Applicant has demonstrated general compliance with Section 16A-5-300(c) of the PUD code's '*General Restrictions*,'

Section 16A-5-310 of the PUD '*Review Standards*,' and the Article IV's '*Development Evaluation Standards*' for a Preliminary Plan level of review.

Section Two: Action. The Town Council hereby grants the Applicant permission to proceed to the Final Plan stage subject to the following conditions in Section Three below without the need for further Planning Commission review before it is reviewed by the Town Council pursuant to the optional review procedures in municipal code Section 16A-5-340(i), '*Town Council Public Hearing*.'

Section Three: Conditions. The Applicant shall demonstrate compliance with the following conditions at the time of the Final Plan submission and review:

1. **Easements**. The shared utility, relocations, and drainage easements shall be granted on an amended plat or by separate document(s) prior to issuance of a building permit. Should a trail easement be obtained by the Town on the adjacent properties to the south, the applicant shall provide a pedestrian connection to this trail.

2. **Emergency Service and Public Trail Access**. The driveway layout arrangement and minimum turning radius shall be designed to accommodate emergency services, including removal of trees, where needed as may be determined by the Roaring Fork Fire Rescue (SWFPD). Since the Applicant has objected to providing the Town staff recommended public trail along the existing private ski-back trail, due to the constraints described in Finding No. 7, the Applicant shall in lieu work with the Roaring Fork Fire Rescue to determine and grant an appropriate emergency access route generally along the private ski-back easement on the Deerbrook site.

3. **License Agreement**. No private improvements shall be allowed in the public right-of-way unless specifically approved and may require a license agreement.

4. **Wildfire Hazard Provisions**. Defensible and landscaped spaces within and around the site's perimeter shall continue to be designed to prevent the spread of wildfire and for compliance with the Wildfire Hazard Provisions pursuant to Ordinance No. 13, Series of 2019.

5. **Water Quality Measures**. The recommended water quality protective measures described in the other geotechnical and drainage reports shall be monitored during construction.

6. **Dewatering/Discharge Permits**. The applicant shall contact the State Public Health and Environment to determine if the project needs a Construction Site Dewatering Permit and/or Discharge Permit. Proof of such permit(s), if required, shall be provided to the Town.

7. **Slope Stabilization**. The Applicant will initiate pre-construction slope stability monitoring within the next few months (over a period of 9-12 months prior to construction) to establish baseline data for evaluating slope stability/soil movement during construction. The Applicant's geotechnical team shall be called to observe conditions in the bottom of the sub-excavated area and to verify that their recommendations are being implemented, including the area around the new pool and the foundation/surface drains around the bottom of the walls.

8. **Construction Management Plan Details and Noise Abatement**. Further details and information relative to certain portions of the submitted Construction Management Plan will be forthcoming during the construction permitting phase pursuant to the preliminary plan application. These include descriptions of the planned sound barriers constructed during the shoring operations as well as snow removal storage. Noise abatement shall be addressed with the final CMP during the building permit process. The code's noise ordinance shall be adhered to by the Applicant. Materials should be sourced within 500 miles of the property, including use of recycled, low-emitting materials, wherever possible.

9. **Air Quality Measures**. The construction manager on site shall take immediate predetermined steps to control any off-site transport of dust that occurs, such as use of a water truck, hoses, traffic stops, etc., and immediately notify the Town.

10. **SWSD Will-Serve Letter conditions**. The applicant shall comply with the conditions of approval in a Will-Serve letter dated August 3, 2023 from the Snowmass Water and Sanitation District prior to excavation and construction.

11. **Lighting**. All exterior lighting shall comply with the Town's Lighting Ordinance No. 18, Series of 2003, also found in municipal code Section 18-265 for a Multi-Family site, including, "*All light sources, which are not fully shielded, shall use other than a clear lens material as the primary lens material to enclose the light bulb to minimize glare from that point light source*."

12. **Signs**:
    a. Off-premise signs. As the Preliminary Plan PUD applies to the Deerbrook Subdivision site, if another off-premise project sign is proposed in addition to the project entry/address monument signs at the Ridge Road exit (approved by Ordinance 25, 1989), the Applicant may submit either a sign permit application for consideration by the Community Development Director (since the affected Timbers common area is zoned SPA-1) for compliance with the new private access agreement, or an Amendment to the prior approved the Comprehensive Sign Plan for subsequent review by the Town's Planning Commission and Town Council.

b. On-premise signs. Any proposed on-premise project signs shall meet the requirements of the sign code, be located within the Deerbrook Subdivision, placed outside of easements, and meet the minimum 10-foot setback requirement, unless included as part of a supplemental CSP Amendment application submission. If on-premise signs are proposed, the applicant shall subsequently submit a sign permit application for review, consideration, and action by the Town's Community Development Department and pursuant to applicable municipal code procedures following a Final approval, or an Amendment to the prior approved Comprehensive Sign Plan for subsequent review by the Town's Planning Commission and Town Council.

13. **Accessible Routes and Building Codes**. Considering the existing units are not handicap accessible, the Applicant shall comply with applicable accessible route requirements in the Building Code to include the provision of accessible access to the pool facility and from the two appropriately sized accessible parking spaces, as deemed needed by the Town's Building Official. Any safety netting, fencing or parapet walls as determined required by the building code shall be installed.

14. **Condominium documents**. Amended condominium maps and documents, including the plans incorporated in the Covenants, Conditions and Restrictions (CC&Rs) of the homeowners' association shall subsequently be provided for review and approval by the Town. The CCRs shall demonstrate the areas adjacent to a public street within the public right-of-way, or within the private adjacent common or open space areas, shall be the responsibility of the homeowners' association for the maintenance of the snow removal, snow storage, drainage, landscaping, irrigation, drainage, repair, replacement, etc.

15. **Omnibus Provision**. Any review comments from the referral agencies such as from the Town's Public Works Department's Town Engineer dated June 29, 2023, the Town's Environmental consultant dated June 19 and 26, 2023, Roaring Fork Fire Rescue (SWFPD) requirements, and the Snowmass Water and Sanitation District (SWSD) Will-Serve letter dated August 3, 2023 with conditions shall be sufficiently addressed by the Applicant at the next Final Plan review stage.

16. **Parking**. Installation of Electronic Vehicle (EV) charging stations should be considered. The garages should be utilized for vehicles versus for extra storage.

Section Four: Severability. If any provision of this Resolution or application hereof to any person or circumstance is held invalid, the invalidity shall not affect any other provision or application of this Resolution which can be given effect without the invalid provision or application, and, to this end, the provisions of this Resolution are severable.

READ, APPROVED AND ADOPTED, by the Town Council of the Town of Snowmass Village on November 6, 2023 upon a motion by Council Member _____ the second of Council Member _____, and upon a vote of __ in favor and __ against.

TOWN OF SNOWMASS VILLAGE
TOWN COUNCIL

_____
Bill Madsen, Mayor

ATTEST:

_____
Megan Harris Boucher, Town Clerk

APPROVED AS TO FORM:

_____
Jeffrey J. Conklin, Town Attorney

Exhibits incorporated by reference:

- Preliminary Plan application materials resubmitted May 11, 2023.
- Referral agency review comments and public comments received in the Town Council packet for the November 6, 2023 meeting.

SNOWMASS VILLAGE
TOWN COUNCIL
NOTICE OF PUBLIC HEARING

PUBLIC NOTICE IS HEREBY GIVEN THAT A PUBLIC HEARING WILL BE HELD BEFORE THE SNOWMASS VILLAGE TOWN COUNCIL. THE PUBLIC IS INVITED TO ATTEND AND COMMENT.

DATE: November 6, 2023

TIME: During a regular meeting that begins at 4:00 P.M.

WHERE: Town Council Chambers
Town Hall, 130 Kearns Road
Snowmass Village, CO

WHY: For the Town Council to consider public comments regarding the application for a proposed Deerbrook Townhomes Preliminary Plan and a planned Rezoning from a Specially Planned Area ('SPA') to Multi-Family ('MF') zone district with a PUD overlay on the Deerbrook Subdivision site (also known as Parcel L, Faraway Ranch South).

CODE: The application will be processed pursuant to Section 16A-5-340, 'Preliminary Plan,' of the Town of Snowmass Village Municipal Code.

INFO: With the proposed Preliminary Plan application, no new units are planned beyond the 15 existing dwellings. The proposal generally includes: a) The removal of existing garages and surface parking, b) 15 two-stall garages (30 spaces), c) 20 surface parking spaces (15 spaces with covered carports), d) Widen and improve access drive (on the Deerbrook site), e) Enhance arrival experience including a landscaped entry feature at the point of entry into the property, f) Swimming pool with seating areas, g) Fitness building with bathrooms, h) Personal storage (incorporated into garages), and i) Additional site landscaping.

Additional information regarding the proposal is available for inspection at the Snowmass Village Community Development Department, by telephone at (970) 923-5524 during normal business hours, or via the Town's web page at: https://docs.tosv.com/WebLink/Browse.aspx?id=172094&dbid=0&repo=TOSV

Written comments are encouraged and will be accepted until the close of the public hearing. For inclusion of written comments in the staff report, submissions must be received a minimum of 10 days prior to the public hearing to the following address:

Snowmass Village Community Development Department
P.O. Box 5010
Snowmass Village, CO 81615
Attention: Jim Wahlstrom, Senior Planner, AICP
Email: jwahlstrom@tosv.com

Additional public hearings may be held for which only this published notice may occur.

Telephone: (970) 923-3777
Internet Access to Council email: http://www.tosv.com
Citizen Feedback Hotline: (970) 922-6727 or clerk@tosv.com

Megan Boucher, Town Clerk
Posted and Published in the Aspen Times on October 4, 2023.

TOWN OF SNOWMASS VILLAGE
PLANNING COMMISSION

RESOLUTION No. 5
SERIES OF 2023

A RESOLUTION PROVIDING PLANNING COMMISSION RECOMMENDATIONS TO THE TOWN COUNCIL REGARDING THE DEERBROOK TOWNHOMES PRELIMINARY PLAN APPLICATION AND A REZONING FROM 'SPA-1' TO 'MF (Multi-Family).'

WHEREAS, the Town Council accepted the new and amended Sketch Plan via the Town Council Resolution No. 3, Series of 2022, which referenced the Planning Commission Resolution No. 6, Series of 2021, and granted the Applicant permission to proceed to the Preliminary Plan level of review; and

WHEREAS, Town Council Resolution No. 3, Series of 2023, granted permission to extend the submission of the Preliminary Plan application until July 18, 2023; and

WHEREAS, on April 6, 2023 the Deerbrook Condominium Association formally submitted a Preliminary Plan application, as updated on May 11, 2023 to address completeness review comments pursuant to the municipal code procedures; and

WHEREAS, the application was sent to referral agencies on May 30, 2023 with review comments requested due on June 30, 2023; and

WHEREAS, a joint meeting of the Town Council and Planning Commission was held on July 17, 2023 to hear a presentation of the application by the applicant; and

WHEREAS, Town Council Resolution No. 20, Series of 2023, identified the specific components or project elements, areas of the code or core issues for the Planning Commission's review of the Preliminary Plan application involving the Deerbrook Townhomes property; and

WHEREAS, a public hearing notice was printed in the Aspen Times on June 28, 2023 for the scheduled Planning Commission meeting on August 2, 2023, which was continued after that meeting to September 6, 2023, and a site inspection was held on August 16, 2023; and

WHEREAS, the Preliminary Plan application and the intended rezoning from SPA-1 to 'MF' was processed pursuant to TOSV municipal code Sections 16A-5-340 and 16A-5-220, respectively.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Commission of the Town of Snowmass Village, as follows:

Section One: General Findings. The Town's Planning Commission generally finds:

1. **Application material sufficiency**. The Applicant has submitted sufficient information pursuant to Section 16A-5-340 of the Municipal Code to permit the Town Staff and Planning Commission an adequate review of the proposed Major

PUD Preliminary Plan application and the intended underlying re-zoning to 'Multi-Family' (MF).

2. **Public Hearing Notices**. The Applicant met the minimum public hearing notice requirements outlined in Section 16A-5-60, '*Notice of public hearing*' in the Municipal Code including the submission of signed affidavits for the mailing and posting of the public hearing notice.

3. **Response to Sketch Plan issues and concerns.** The Applicant provided detailed, sufficient, and appropriate responses to each of the issues and concerns identified during the new and revised Sketch Plan review in Town Council Resolution No. 3, Series of 2022, referencing the Planning Commission Resolution No. 6, Series of 2021.

4. **Response to Town Council Directives**. The Planning Commission evaluated the specific components or project elements, areas of the code, or core issues identified in Town Council Resolution No. 20, Series of 2023.

5. **Comprehensive Plan**. The proposed Preliminary Plan including the replacement garages, carports, the private pool, fitness facility and other accessory structures are consistent with the Comprehensive Plan strategic initiatives and policies.

6. **Zone district limitations**. The intended rezoning from 'SPA-1' to 'MF' is generally compliant with the review standards for a rezoning which should be confirmed with a subsequent Final Plan and rezoning ordinance. The proposed development would comply with all the limitations of the planned zone district, except for the existing 40-foot height townhomes units which would become legal nonconforming.

7. **Access and Connection provisions**. The general findings are as follows:

    a. There is acceptable circulation of vehicular driveways, cul-de-sacs, pedestrian ways, trail access and planned connections, emergency services, and compliance with fire protection and wildfire hazard provisions.
    b. The proposed gravel pathway off-site for primarily non-winter usage appears acceptable and is appropriately connected to new pedestrian paths on the site.
    c. The Applicant has objected to the town staff's recommended public access trail easement over the private ski-back trail (serving an adjacent property) that would begin and end on only the Deerbrook site due to privacy issues, closeness of existing spas near the ski-back trail, a narrow 10-feet between Buildings B and C, limited height clearance under an existing bridge, and already existing trails to the north and south of the site. However, it appears necessary to provide emergency access to the property along the ski-back

trail in the event the main access drive becomes inaccessible, despite the existing constraints in the vicinity noted above.

d. The applicant has sufficiently committed to connect to a trail easement south of the property when the Town can obtain a trail easement paralleling the south property line from the adjacent owners.

8. **Architectural plans and Views**. The Preliminary Plan application demonstrates the proposed mass, scale, height, density, volume, materials, colors, and detailed design elements of the proposed accessory buildings, the affected views, and the site walls are compatible with, appropriate for, or an enhancement of the character of the community and with surrounding buildings, and consistent with the municipal code's building design guidelines.

9. **Parking**. The Sketch Plan and Preliminary Plan applications were filed under the prior TOSV off-street parking code before Ordinance No. 3, Series of 2023, became effective reducing the Town's off-street parking requirements. The proposed parking reduction from 60 to 50 spaces is acceptable without the need for a Parking Management Plan primarily because the parking increases from two (2) spaces to 3.3 spaces per unit despite no proposed increase in the number of units.

10. **Traffic impacts**. Pursuant to the municipal code's generation rates, the existing units create 45 daily trips including the proposed new or replacement private accessory structures, as it is the residents with the units that drive the vehicles. This represents less than one percent (<1%) of the projected 11,000 daily trips on nearby Brush Creek Road per a 2018 transportation impact report. The proposed project does not require a new transportation impact report pursuant to the code criteria that the application was filed under.

11. **Landscaping and open space**. The type, amount, size, species, and location of proposed landscaping are adequate and suitable for the development, including the view simulations adequately showing landscaping screening around the perimeter of the development and for compliance with affected code standards. The proposed tree removal and mitigation plan appears acceptable. Despite the open space reducing from the 55% standard pursuant to the original Faraway Ranch SPA land use plan, the Applicant acceptably represented that the open space is 4% lower than the approximate 50% open space currently on the Deerbrook Subdivision site and would be greater than the minimum 25% open space standard pursuant to the planned rezoning to 'MF.'

12. **Natural hazard areas**. The Applicant demonstrated the site, pre-development, was below a 30% gradient and that some of the slopes currently on the site which are above 30% occur on the south side and in between the driveways within the site and are a result of man-made conditions. This includes the prior construction of Ridge Road and the access driveways. Since the site was subdivided in 1988

after the code cut-off date of January 1, 1987 for requiring a geotechnical report, the Preliminary Plan application acceptably provided this report as well as an updated letter dated August 2, 2023 from the Applicant's geotechnical engineer. These studies and documents sufficiently explain the findings and recommended construction measures, including significant subsurface drainage systems, control and lowering of the historic groundwater levels, removing excavated soil and the net-effect weight from the hillside to reduce the driving forces, installation of earth retention shoring walls, drain strips connected to a collector drain at the bottom of the wall, and the installation of inclinometer casings will be employed to avoid, minimize, or mitigate the development effects for compliance with the geologic hazard and steep slope standards in the municipal code.

13. **Natural Resource Areas**. The Preliminary Plan application acceptably complies with the standards of the Development Code, such as the Brush Creek Impact Area standards. The review of the site-specific location and characteristics of any wildlife habitat areas, riparian areas, wetlands, and other valued natural features on the property, including anticipated impacts of the proposed development on these areas/features, has been acceptably addressed.

14. **Air Quality and Noise mitigation**. For a Preliminary Plan level of review, the construction management plan provided generally describes acceptable methods to employ for the purpose of reducing pollutants and abating noise.

15. **Grading and drainage**. The Preliminary Plan application acceptably demonstrates the extent of soil and vegetation disturbance planned for the site and any disturbed areas that will be stabilized both during construction and following completion of the project. This includes where excavated materials will be stockpiled, and the design and material of the shoring and retaining structures to be employed. The applicant acceptably explains how the storm water will be handled and managed both during construction and following completion of the project.

16. **Pace and phasing**. The Preliminary Plan application sufficiently details the phasing proposal to ensure that the development and segments thereof will occur in an efficient and orderly manner with consideration given to construction and other impacts upon the community.

17. **Community welfare**. The Applicant acceptably demonstrated that the proposed development in its totality promotes the public health, safety, and welfare.

18. **Municipal Code Review Standards**. The Applicant has demonstrated general compliance with Section 16A-5-300(c) of the PUD code's '*General Restrictions*,' Section 16A-5-310 of the PUD '*Review Standards*,' and the Article IV's '*Development Evaluation Standards*' for a Preliminary Plan level of review.

Section Two: Action. The Planning Commission recommends the Town Council grant the Applicant permissions to proceed to the Final Plan stage subject to the following recommended conditions in Section Three below.

Section Three: Conditions. The Planning Commission recommends the following conditions to the Town Council for the Applicant to proceed to the Final Plan review stage:

1. **Easements**. The shared utility, relocations, and drainage easements shall be granted on an amended plat or by separate document(s) prior to issuance of a building permit. Should a trail easement be obtained by the Town on the adjacent properties to the south, the applicant shall provide for a pedestrian connection to this trail.

2. **Emergency Service and Public Trail Access**. The driveway layout arrangement and minimum turning radius shall be designed to accommodate emergency services, including removal of trees, where needed as may be determined by the Roaring Fork Fire Rescue (SWFPD). Since the Applicant has objected to providing the Town staff recommended public trail along the existing private ski-back trail, due to the constraints described in Finding No. 7, the Applicant shall in lieu work with the Roaring Fork Fire Rescue to determine and grant an appropriate emergency access route generally along the private ski-back easement on the Deerbrook site.

3. **License Agreement**. No private improvements shall be allowed in the public right-of-way unless specifically approved and may require a license agreement.

4. **Wildfire Hazard Provisions**. Defensible and landscaped spaces within and around the site's perimeter shall continue to be designed to prevent the spread of wildfire and for compliance with the Wildfire Hazard Provisions pursuant to Ordinance No. 13, Series of 2019.

5. **Water Quality Measures**. The recommended water quality protective measures from the other geotechnical and drainage reports should be monitored during construction.

6. **Dewatering/Discharge Permits**. The applicant shall contact the State Public Health and Environment to determine if the project needs a Construction Site Dewatering Permit and/or Discharge Permit. Proof of such permit, if required, shall be provided to the Town.

7. **Slope Stabilization**. The Applicant will initiate pre-construction slope stability monitoring within the next few months (over a period of 9-12 months prior to construction) to establish baseline data for evaluating slope stability/soil movement during construction. The Applicant's geotechnical team should be called to

observe conditions in the bottom of the sub-excavated area and to verify that their recommendations are being implemented, including the area around the new pool and the foundation/surface drains around the bottom of the walls.

8. **Construction Management Plan Details and Noise Abatement**. Further details and information relative to certain portions of the submitted Construction Management Plan will be forthcoming during the construction permitting phase pursuant to the preliminary plan application. These include descriptions of the planned sound barriers constructed during the shoring operations as well as snow removal storage. Noise abatement should be addressed with the final CMP during the building permit process. The code's noise ordinance shall be adhered to by the Applicant. Materials should be sourced within 500 miles of the property, including use of recycled, low-emitting materials, wherever possible.

9. **Air Quality Measures**. The construction manager on site shall take immediate predetermined steps to control any off-site transport of dust that occurs, such as use of a water truck, hoses, traffic stops, etc., and immediately notify the Town.

10. **SWSD Will-Serve Letter conditions**. The applicant shall comply with the conditions of approval in a Will-Serve letter dated August 3, 2023 from the Snowmass Water and Sanitation District prior to excavation and construction.

11. **Lighting**. All exterior lighting shall comply with the Town's Lighting Ordinance No. 18, Series of 2003, also found in municipal code Section 18-265 for a Multi-Family site, including, "*All light sources, which are not fully shielded, shall use other than a clear lens material as the primary lens material to enclose the light bulb to minimize glare from that point light source*."

12. **Signs**:
    a. Off-premise signs. As the Preliminary Plan PUD applies to the Deerbrook Subdivision site, if another off-premise project sign is proposed in addition to the project entry/address monument signs at the Ridge Road exit (approved by Ordinance 25, 1989), the Applicant may submit either a sign permit application for consideration by the Community Development Director (since the affected Timbers common area is zoned SPA-1) for compliance with the new private access agreement, or an Amendment to the prior approved the Comprehensive Sign Plan for subsequent review by the Town's Planning Commission and Town Council.
    b. On-premise signs. Any proposed on-premise project signs shall meet the requirement of the sign code, be located within the Deerbrook Subdivision, placed outside of easements, and meet the minimum 10-foot setback requirement, unless included as part of a supplemental CSP Amendment

application submission. If on-premise signs are proposed, the applicant shall subsequently submit a sign permit application for review, consideration, and action by the Town's Community Development Department and pursuant to applicable municipal code procedures following a Final approval, or an Amendment to the prior approved Comprehensive Sign Plan for subsequent review by the Town's Planning Commission and Town Council.

13. **Accessible Routes and Building Codes**. Considering the existing units are not handicap accessible, the Applicant shall comply with applicable accessible route requirements in the Building Code to include the provision of accessible access to the pool facility and from the two appropriately sized accessible parking spaces, as deemed needed by the Town's Building Official. Any safety netting, fencing or parapet walls as determined required by the building code shall be installed.

14. **Condominium documents**. Amended condominium maps and documents, including the plans incorporated in the Covenants, Conditions and Restrictions (CC&Rs) of the homeowners' association shall subsequently be provided for review and approval by the Town. The CCRs shall demonstrate the areas adjacent to a public street within the public right-of-way, or within the private adjacent common or open space areas, shall be the responsibility of the homeowners' association for the maintenance of the snow removal, snow storage, drainage, landscaping, irrigation, drainage, repair, replacement, etc.

15. **Omnibus Provision**. Any review comments from the referral agencies such as from the Town's Public Works Department's Town Engineer dated June 29, 2023, the Town's Environmental consultant dated June 19 and 26, 2023, Roaring Fork Fire Rescue (SWFPD) requirements, and the Snowmass Water and Sanitation District (SWSD) Will-Serve letter dated August 3, 2023 with conditions shall be sufficiently addressed by the Applicant at the next Final Plan review stage, or prior to building permit application, or permit issuances, or commencement of construction, or issuance of a Certificate of Occupancy, whichever applies to the affected standard.

16. **Parking**. Installation of Electronic Vehicle (EV) charging stations should be considered. The garages should be utilized for vehicles versus for extra storage.

Section Four: Severability. If any provision of this Resolution or application hereof to any person or circumstance is held invalid, the invalidity shall not affect any other provision or application of this Resolution which can be given effect without the invalid provision or application, and, to this end, the provisions of this Resolution are severable.

READ, APPROVED AND ADOPTED, as amended, by the Planning Commission

of the Town of Snowmass Village on September 6, 2023 upon a motion by Planning Commission Member Seglin the second of Planning Commission Member Dube, and upon a vote of 4 in favor and 0 against. (Planning Commission members Faurer and Gustafson recused; Commissioner Clauson absent).

TOWN OF SNOWMASS VILLAGE
PLANNING COMMISSION

Brian Marshack, Chairperson

ATTEST:

Sara Nester

Sara Nester, Planning Commission Secretary

1_PC Reso 5 2023 Rec to TC on Deerbrook THs Prel Plan PC edits 9-6-23 FINAL

Final Audit Report 2023-09-13

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Deerbrook Townhomes
Preliminary Plan
Summary of Land Use & Development Parameters

LAND USE SUMMARY

LAND USE SUMMARY:

LOT SIZE: 107,593 SF (2.47 ACRES)

EXISTING DWELLING UNITS: 15 (AVERAGE SF OF EXISTING DWELLING UNITS = 3,163 SF)

EXISTING BEDROOMS: 60

EXISTING UNIT DENSITY: 6.07/ACRE

PARKING:
EXISTING = **30 SPACES** (15 GARAGE AND 15 SURFACE - **ALL TO BE REMOVED**)
PROPOSED = 30 GARAGE SPACES, 15 CARPORT SPACES, 5 SURFACE PARKING = **50 TOTAL**

BUILDING HEIGHT:
EXISTING MAX HEIGHT = 39.9'
EXISTING AVERAGE HEIGHT = 39.4'
EXISTING MAX CHIMNEY HEIGHT = 45'
EXISTING AVERAGE CHIMNEY HEIGHT = 44.39'
(The 2022-2023 Renovation resulted in a negligible change to existing Building Height, no change to primary rooves, less than 1" height reduction to chimneys.)

ZONE DISTRICT MAXIMUM HEIGHT = 38' PRINCIPAL BUILDING, 18' ACCESSORY BUILDING

OPEN SPACE:

REQUIRED PER **MF** ZONE =	**25%**
EXISTING =	**49.68%**
PROPOSED OPEN SPACE =	**37.24%** (EXCLUDES GREEN ROOFS)
PROPOSED OPEN SPACE =	**45.68%** (INCLUDES GREEN ROOFS)

BUILDING SIZE, GROSS (REF. FAR CALCULATIONS FOR FAR):

EXISTING SF OF STRUCTURES =	52,456 SF
SF OF STRUCTURES TO BE REMOVED =	- 3,979 SF
PROPOSED SF OF NEW STRUCTURES =	13,604 SF
COMBINED SF OF STRUCTURES =	**62,081 SF**

MISC.: *UNCOVERED POOL, DECK AND ASSOCIATED STAIRS = 5,156 SF*

FAR:
MAX. FAR PER **MF** ZONE = **.75**
EXISTING = **.486**
PROPOSED = **.515**

PARKING QUANTITIES

EXISTING BEDROOMS =	60
TOTAL BEDROOMS =	**60**

EXISTING PARKING:

15 1-CAR GARAGES =	15 SPACES
SURFACE PARKING SPACES =	15 SPACES
TOTAL EXISTING =	30 SPACES **(TO BE REMOVED)**

PROPOSED PARKING:

15 2-GARAGES =	30 SPACES
15 CARPORT SPACES =	15 SPACES
5 SURFACE PARKING SPACES =	5 SPACES
TOTAL PROPOSED =	50 SPACES

Table 1
Dimensional Standards Comparison

	MF Standards	Faraway Ranch PUD Standard	Deerbrook Existing	Deerbrook Proposed
Min. Lot Area	3,000 sf			
Min. Lot Area/DU	3,000 sf [4]	2,976.6sf [a]	7,172.9 sf	7,172.9 sf
Min. Lot Width	50 feet		288.5 feet[c]	288.5 feet[c]
Min. Building Setback	Per Subd Plat or PUD Plan	Per Deerbrook Condo Plan	1.2 feet [b]	10 feet
Max Height (Principal)	38 feet	40 feet	40 feet	40 feet
Max Height (Accessory)	18 feet	No Data	11.7 feet	17.95 feet (Carport C)
Min Open Space	25%	55%	49.70%	45.7%[d]
Max Floor Area (FAR)	.75:1	.75:1	.49:1	.52:1

Notes:

a. Derived from minimum equivalent number of dwelling units per acre shown for Parcel L on Faraway Ranch Final Land Use Plan

b. As measured from Existing Conditions Survey, prepared by SGM on June 24, 2019.

c. Approximate width of Deerbrook Property at narrowest point.

d. Including rooftop/green roof spaces.

Notes From Table 3-2 of LUDC.

4. In addition, minimum lot area per dwelling unit is 1,500 sq. ft. per bedroom, plus 500 sq. ft. for each additional bedroom.

Staff Report
Review Standards
RESPONSES, FINDINGS AND/OR RECOMMENDATIONS
with Compliance Analysis

Deerbrook Townhomes Preliminary Plan application with intended Rezoning from Specially Planned Area ('SPA-1') to Multi-Family ('MF') with a PUD overlay.

Sec. 16A-5-340(a), Purpose. According to the municipal code: "*The purpose of preliminary plan review is for the applicant to formulate detailed, properly designed/engineered solutions to the issues and concerns identified during sketch plan review, and to address, in a detailed manner, all other issues that are relevant to the preliminary plan." "The burden at the preliminary plan stage is on the applicant to provide detailed information and mitigation proposals to be evaluated by the Town and the public. For any PUD application that also involves subdivision or that requires approval of an amendment of the Official Zone District Map, the application for subdivision or rezoning shall be submitted with, and considered at the same time as, the preliminary PUD plan review*."

Sec. 16A-5-340(b), Preliminary Plan Review Intent and Issues. The questions the Planning Commission and Town Council should consider in a detailed manner during review of the preliminary plan (depending upon the size and complexity of the proposal) were presented during the joint meeting presentation on July 17, 2023 are again included for reference.

In Section 16A-5-300(c), PUD 'General Restrictions,' although one (1) of the purposes of these PUD regulations is to provide flexibility in the land development process, this Section is intended to define the limits of that flexibility. The following restrictions shall apply to all PUDs:

*(1) **Minimum land area**. There shall be no minimum land area qualification in order to be eligible to apply for a PUD, provided that PUD approval shall not be granted solely to permit variations to develop a single lot, building or use.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: This standard is met.

*(2) **Location**. A PUD may be developed on any land located within the Town.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: This standard is met.

*(3) **Uses**. The land uses permitted in a PUD shall be limited to those uses that are allowed, or are allowed by special review, in the underlying zone district.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Ordinance 22, 1984 approved the Faraway Ranch land use plan for Parcel L. This allowed multi-family dwelling units, parking, and recreational facilities. This would stay the same under the

proposed Preliminary Plan application and the intended rezoning to 'MF,' which allows accessory uses and 'private recreation facilities.'

*(4) **Maximum buildout**. The Comprehensive Plan contains an analysis of future buildout of single-family subdivisions and other developments within the Town limits. It identifies the maximum number of future lots/units and commercial/other space that may be developed within each subdivision, parcel or other development. The Unit Equivalency Chart, found in Table 5-4, defines what constitutes a unit by distinguishing between the various dwelling types and sizes and specifying an equivalency factor to be utilized to establish the number of existing units within a currently developed parcel and/or the future buildout units that will be generated by the proposed new development. The buildout analysis, for the purpose of determining maximum buildout, shall be conducted as follows:*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Town Council Resolution 32, 1988 approved a maximum 15 units at 2,998 square feet each for the site. Pursuant to the 2018 Comprehensive Plan, 15 actual units are the allowed buildout for Parcel L, Faraway Ranch land use plan, since replated as the Deerbrook Subdivision.

*(5) **Dimensional limitations**. Certain dimensional limitations applicable to the property may be varied within a PUD. The limitations that may be varied are those of the underlying zone district; or, for properties for which a PUD or other development plan has previously been approved, the limitations set by that approval. For any property designated PUD or SPA without an underlying zone district, the applicant shall submit an application for an amendment to the Official Zone District Map to designate the underlying zone district for the property. This application shall be submitted in conjunction with the preliminary PUD application and shall be used to rezone the property at the time of final PUD approval to a zone district containing dimensional limitations in order to establish the applicable dimensional limitations for the property. Only the following dimensional limitations may be varied:*

a. *Maximum allowable height of any structure within the PUD*;

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The existing units are limited to 40 feet in height pursuant to the Faraway Ranch SPA land use plan.

During the prior sketch plan review, the Planning Commission inquired whether the applicant would be allowed to rebuild the townhomes to 40 feet in height or required to comply with the proposed 'MF' zone district standard at 38 feet in height, if the homes were removed or destroyed by fire, as examples. The reference to the code section below provided the answer:

> ***Section 16A-3-220, 'Nonconformities,' and Subsection (b)(6), 'Damage or destruction.'** If any nonconforming structure or nonconforming portion of a structure is damaged or destroyed by any means, it shall be reconstructed in conformity with the provisions of this Development Code, unless a building permit for its repair or replacement is obtained within nine (9) months after the date of loss, and said permit remains active and is diligently completed pursuant to the provisions of the Uniform Building Code.*

b. *Minimum open space requirement for the PUD*;

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The application meets the 25 percent open space standard under the proposed 'MF' zone district standard, if approved. However, it is below the 55 percent standard set under the

prior SPA land use plan. The proposed reduction to approximately 37% open space (45% including the proposed green roofs) should be sufficient under the proposed 'MF' zone district standard if accepted. The Planning Commission felt with the original Sketch Plan proposal the amenity space planned on top of the parking structure could also be considered open space. However, **the proposal would result in a reduction of open space below what was originally envisioned for the site per the Faraway Ranch SPA land use plan.**

c. *Maximum allowable floor area of the PUD;*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Under the Parcel L, Faraway Ranch SPA standards the maximum building gross floor area was 44,973 square feet or a Floor Area Ratio of 0.42:1. While the 15 above-grade double-car garages, carports and fitness center additions would add floor area beyond the prior limit, under the proposed 'MF' zone district rezoning the Maximum Floor Area Ratio allowed by the municipal code is 0.75:1. **If the rezoning is subsequently approved, the existing and proposed development would fall under the 'MF' FAR maximum**.

d. *Minimum area of lots within the PUD; and*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The minimum lot area for the 15 existing 4-bedroom units is 48,000 square feet. **The site area of 2.47 acres or 107,593 square feet is large enough to accommodate this minimum standard**.

e. *Minimum setbacks for buildings within the PUD*.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The existing setback distances are established pursuant to the existing buildings on the site. The current proposed redesign if approved would reestablish the minimum setbacks under the new PUD, which is permissible by the code. The setbacks would reduce around the eastern portion of the Parcel L site with the proposed added garages and amenity structures.

A dimensional limitation may be varied when the Town Council finds that the PUD achieves one (1) or more of the applicable purposes listed in Subsection (c)(6), Community Purposes for PUDs, that granting of the variation is necessary for that purpose to be achieved, and that the resulting development will be consistent with the provisions of Subsection (c)(7), Standards for Granting of Variations, and Section 16A-5-310, Review Standards.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: No variations outside of the setback changes are sought in the Preliminary Plan. **Staff recommends acceptable, aesthetic screening and buffering treatments for the added structures and parking spaces**.

TOWN COUNCIL RESOLUTION NO. 3, SERIES OF 2022 WITH ACCEPTED PLANNING COMMISSION RECOMMENDATIONS: As one of the recommended conditions in their Resolution No.6, Series of 2021, the Planning Commission recommended at the time of preliminary plan review that the applicant demonstrate architectural compatibility, artful uniqueness, and small village character with the visual presentation of the retaining

walls, accessory amenity structures, and landscape screening via enhance plan-view design drawings, a tree presentation / removal and restoration plan, building elevations, cross-sections, and imagery, including the mitigation, buffering or screening of headlight glare off-site.

THE PLANNING COMMISSION RESOLUTION NO. 5, SEREIS OF 2023, for the preliminary plan review found the modified design, cross-sections, enhanced architectural appearance, landscape buffering imagery presented were acceptable.

(6) ***Community purposes for PUDs****. The Comprehensive Plan identifies certain purposes the community intends to achieve as it develops. The following purposes shall be used in determining whether the buildout for a PUD may exceed sixty-five percent (65%) of that identified in the buildout analysis and whether any of the parcel's dimensional limitations should be varied:*

a. Provision of restricted housing. A parcel's maximum buildout may be achieved and its dimensional limitations may be varied to offer an incentive to applicants to provide more restricted housing within the PUD than would otherwise be required by this Development Code, particularly in those priority locations for such housing identified within the Comprehensive Plan.

b. Encourage sustainable development. A parcel's maximum buildout may be achieved and its dimensional limitations may be varied to encourage sustainable development within the Town that diversifies the mix of lodging, retail and dining uses and that is consistent with the intent of the Comprehensive Plan. Sustainable development may be of the type that creates a sense of place where one can live and work within a small defined service area as well as where recreation, public transportation, open space, personal services and shopping are within reasonable walking distance. It may also be where the development includes positive social, environmental or economic benefits that significantly contribute to, greatly enhance or are determined necessary for the sustainability of the community as a whole.

c. Provide open space and/or avoid wildlife habitat. A parcel's maximum buildout may be achieved and its dimensional limitations may be varied to provide necessary site planning flexibility to enable the development to provide more and higher quality open space or to conserve critical wildlife habitat lands. This shall be accomplished in such a way as to maintain these lands as large, contiguous areas. Such lands shall not be fragmented into small, unconnected areas by development, unless the applicant demonstrates that this arrangement will result in the most suitable development pattern for the property, and that the lands providing valued open space or critical wildlife habitat have been protected. Where applicable, connections of such lands on the site to such lands on adjacent properties shall be accomplished.

d. Encourage better design. A parcel's dimensional limitations may be varied (but its maximum buildout may not be achieved) to allow for greater variety in the type, design and layout of buildings. Structures shall be designed to be compatible, in terms of height, mass, scale, orientation and configuration, with other buildings in the PUD and with surrounding uses, yet shall avoid uniformity of design. Various types of residential uses may be combined within the PUD (when allowed by the underlying zone district), to promote more efficient land use patterns and increased open space.

e. Develop necessary public facilities. A parcel's maximum buildout may be achieved and its dimensional limitations may be varied to provide an incentive for an applicant to

develop, or contribute to the development of, necessary public facilities, such as public parking and transportation facilities, public recreation facilities and other public facilities consistent with the intent of the Comprehensive Plan and the Town's goals and objectives. The facilities may be located within or outside of the PUD, but shall be facilities beyond the required mitigation for the project that meet the needs not only of project residents, but also of other residents of and visitors to the Town and shall promote, generally, the public health, safety and welfare.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: **The application generally states that no Community Purposes are proposed because no Variations are proposed with the Preliminary Plan. However, there are setback modifications in the new redesign, and a PUD per the code establishes the set-back distances**. **The applicant has shown screen walls and proposed landscaping for the new structures and parking spaces. The adequacy or density of the landscape buffering or screening techniques plus desired treatment on the exposing walls should be addressed**.

TOWN COUNCIL RESOLUTION NO. 3, SERIES OF 2022 WITH ACCEPTED PLANNING COMMISSION RECOMMENDATIONS: As one of the recommended conditions in their Resolution No. 6, Series of 2021 (Attachment 2), the Planning Commission recommended at the time of preliminary plan review that the applicant demonstrate architectural compatibility, artful uniqueness, and small village character with the visual presentation of the retaining walls, accessory amenity structures, and landscape screening via enhance plan-view design drawings, a tree presentation / removal and restoration plan, building elevations, cross-sections, and imagery, including the mitigation, buffering or screening of headlight glare off-site.

THE PLANNING COMMISSION RESOLUTION NO. 5, SEREIS OF 2023, for the preliminary plan review found the modified design, cross-sections, enhanced architectural appearance, landscape buffering imagery presented were acceptable.

(7) ***Standards for granting of variations****. Any PUD dimensional limitation variation authorized in Subsection (c)(5), Dimensional limitations, may be granted by the Town Council, provided that it complies with the following standards:*

a. *Height. Variations to increase the maximum allowable height of structures may be obtained pursuant to the following provisions:*

1. A request to grant a variation to increase the maximum allowable height for any individual structure may be granted by the Town Council, provided that at least fifty percent (50%) of the structure for which the variation is sought, as measured utilizing the structure's footprint, conforms to the height limits of the underlying zone district, provided further that no portion of the structure exceeds the height limit of the underlying zone district by more than seventy-five percent (75).

2. In exceptional and special circumstances, a request to grant a variation to increase the maximum allowable height for individual structures may be permitted to exceed the fifty-percent or seventy-five-percent limitation described in the preceding paragraph, if the applicant is able to sufficiently demonstrate to the satisfaction of the Town Council that:

a) Views from surrounding properties, as determined through the use of detailed view plane analysis, which may include computer-generated visualizations, story poles and other methods acceptable to the Planning Director, will not be substantially adversely affected. The surrounding properties to be considered will include those immediately

adjacent to the PUD and those that are identified by the Planning Commission and the Town Council during their respective review and public comment periods.

b) *The proposed structure will be compatible, in terms of height, mass, scale, orientation and configuration, with other structures in the PUD and with adjacent structures.*

If the variation exceeds the fifty-percent or seventy-five-percent limitations described in the preceding paragraph, the variation and the Preliminary PUD Plan resolution must be approved by at least three-quarters (¾) of the Town Council members present and voting, for good cause shown and by identifying the reasons why the height variation is warranted.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The applicant generally demonstrates how these two standards are being met using the new building footprints, grading changes and cross-sections for a preliminary plan level of review, which shares more detail than during the sketch plan process. There is a maximum height of 40 feet under the Faraway Ranch SPA for Parcel L, but if rezoned to 'MF,' then the maximum height for accessory structures would be 18 feet; 38 feet for principal structures.

PLANNING COMMISSION COMMENTS: During the prior sketch plan review, the Planning Commission inquired whether the applicant would be allowed to rebuild the townhomes to 40 feet in height or required to comply with the proposed 'MF' zone district standard at 38 feet in height, if the homes were removed or destroyed by fire, as examples. The reference to the code section below provided the answer:

Section 16A-3-220, 'Nonconformities,' and Subsection (b)(6), 'Damage or destruction.' *If any nonconforming structure or nonconforming portion of a structure is damaged or destroyed by any means, it shall be reconstructed in conformity with the provisions of this Development Code, unless a building permit for its repair or replacement is obtained within nine (9) months after the date of loss, and said permit remains active and is diligently completed pursuant to the provisions of the Uniform Building Code.*

b. *Open space and minimum lot area. A variation to reduce the minimum open space requirement or to reduce minimum lot area (in order to cluster lots) may be permitted if:*

1. Such variation will not be detrimental to the character of the proposed development or to surrounding properties;

2. The proposed development shall include open space for the mutual benefit of the entire development; and

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: **Under the proposed 'MF' rezoning intended, there are no standards regarding parking and building coverages other than the minimum 25% open space requirement, setbacks, and floor area limitations**.

Under the Parcel L, Faraway Ranch land use and development parameters, the Maximum Parking Ground Coverage is 1,944 square feet and the Maximum Building Ground Coverage is 26,642 square feet, excluding patios and terraces. The current above-grade structures (including surface improvements) on the property calculate to 52,456 square feet of gross floor area per the preliminary plan application (including

21,980 square feet of building footprints and 2,708 square feet of parking area, not including driveways).

These parameters are proposed to increase with the new garages/amenity features to 67,524 square feet, including all surface improvements (or 58,442 square if including the green roofs as part of the open space calculation). This includes approximately 9,082 square feet of garage footprints (not accounting the green roofs), a 969 square foot fitness room, and 5,529 square feet of pool, deck, and stair areas.

The adjacent property to the north and the planned recreation area on the property might benefit if the two parallel spaces by the lower driveway entrance was converted to a landscape buffer on the same level as the driveway. While the parking spaces may be convenient, a landscape buffer could provide improved perimeter buffering for the proposed recreational areas. The parking reductions could be mitigated by shared vehicles and/or bicycles.

3. The open space that is provided is accessible and available to at least all dwelling units and lots for which the open space is intended.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: No open space variation is proposed when utilizing the minimum 25% open space standard under the proposed intended 'MF' zone district. However, the proposed development will include approximately 37% open space (45% +/- including the proposed green roofs) in contrast to the minimum 55% standard under the current SPA land use parameters for Parcel L. The Planning Commission previous felt that including the amenity space on top of the planned parking was acceptable as open space during the Sketch Plan review.

The open space minimum on the 13 other parcels in Faraway Ranch ranges from 38% to 100%. The residents in the area might be expectant of a higher percentage of open space in contrast to other, more densely arranged projects such as in the town core area that has a lesser amount of open space areas.

THE PLANNING COMMISSION RESOLUTION NO. 5, SEREIS OF 2023, for the preliminary plan review found the landscaping and open space design with the green roofs above the garages acceptable.

c. *Minimum building setbacks. Minimum building setbacks shall be established by the PUD plan, provided adequate distance shall be left between buildings for necessary access and fire protection, and to ensure proper ventilation, light, air and snowmelt between buildings, and to minimize the effects of transmission of noise between units and between buildings.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The proposed PUD would re-set the building setbacks if the new development for the structures/buildings is approved. Under the 'Zone District Dimensional Limitations' in Section 16A-3-200, all developments shall comply with its standards. This includes no structures within the absolute 10 feet minimum setback from a property line. The new PUD demonstrates this with the exception of some existing retaining walls which would become legal nonconforming. Some additional screening, decorative screen walls, open space pockets, landscape buffering, or other similar mitigation treatments might be needed to reduce or relieve the visual impacts from adjacent properties and from Brush Creek Road.

TOWN COUNCIL RESOLUTION 3, 2023 referenced the Planning Commission recommendation in Resolution No. 6, Series of 2021. The Planning Commission

recommended that at the time of preliminary plan review that the applicant demonstrate architectural compatibility, artful uniqueness, and small village character with the visual presentation of the retaining walls, accessory amenity structures, and landscape screening via enhance plan-view design drawings, a tree presentation / removal and restoration plan, building elevations, cross-sections, and imagery, including the mitigation, buffering or screening of headlight glare off-site.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review found the modified design since the sketch plan review provided an enhancement of the character of the community and with surrounding buildings, and consistent with the municipal code's building design guidelines.

(8) ***Parking****. The number of parking spaces in the PUD shall be that required for the underlying zone district, unless a reduction in that requirement is granted, pursuant to Section 16A-4-310(c), Reduction of Required Parking.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: **The original Parcel L parking requirement in the 1984 Faraway Ranch land use plan is a minimum versus maximum 29 spaces. Its land use and development parameters also indicate 'Parking' is an allowed use.** The current Deerbrook site contains 30 spaces (15 garage stalls and 15 surface parking) which have served the property over 30 years. The proposed preliminary plan is for 50 parking spaces (10 shy from the sketch plan) which is consistent with the prior Council and Planning Commission recommendations. This includes 15 double-car garages (approximately 25 feet deep) or 30 spaces, plus 15 carport spaces, and 5 surface parking spots. **The amount of parking for each unit increases from 2 spaces for the existing 15 units to an average 3.3 parking spaces per unit.**

Pursuant to the recently adopted Ordinance 3, 2023 that took effect on May 2, 2023 for the new parking code changes, the 4-bedroom, 4.5 bath 15 units would require a minimum of 45 off-street parking spaces. However, the prior Sketch Plan applications and the Preliminary Plan were submitted under the prior parking code, which requires 60 off-street parking spaces for the 15 existing units.

One of the strategic initiatives in the adopted 2018 Comprehensive Plan states, "*Manage parking and transit to encourage efficient, effective, and sustainable mobility choices."* Both the existing units and the proposed parking structures measure approximately 0.52:1 floor area ratio, below the maximum 0.75:1 F.A.R. under the proposed 'MF' zone district and as originally approved under the SPA land use plan.

Typically, garages are exempt up to 700 square feet for single-family and duplex units and completely exempt for the Deerbrook's multi-family units. The code specifically states, "*subgrade parking areas, including parking below finished grade which, by way of example, may be subterranean or against bermed embankments and structural walls*," are exempt for multi-family units. Carports are calculated at a 50% rate.

The Planning Commission previously recommended during the sketch plan review that the preliminary plan incorporate approximately 45-50 parking spaces with the garage/carport structures with ancillary storage capability supplemented with a parking management plan. However, since the application proposes no reduction from the previously approved 29 space minimum, there is no code mandate for a parking management plan. The parking garages are 25 feet deep which is fairly conventional. To encourage further reductions in parking provisions, then shared

vehicles and bicycles should be provided but not necessarily mandated considering the prior land use approval.

If stacked or tandem spaces were proposed, the appropriate number of tandem/stacked parking spaces will be determined at the sole discretion of the Town Council according to the municipal code based upon:

1. *The operational nature and parking requirements of the residential project being served;*
2. *The parking lot management plan; and*
3. *The tandem/stacked parking location, design, layout and vehicular circulation patterns within the proposed parking lot or structure.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The new parking arrangements do not show stacked or tandem arrangement of parking spaces.

THE PLANNING COMMISSION RESOLUTION NO. 5, SEREIS OF 2023, for the preliminary plan review recommended installation of Electronic Vehicle (EV) charging stations should be considered. The garages should be utilized for vehicles versus for extra storage. The Planning Commission also made a finding regarding the low percent traffic impact based upon the code's generation rates for the existing townhomes and projected daily trips on nearby roadways. In the end, it was found the project does not require a new transportation impact report pursuant to the code criteria the preliminary plan application was filed under. Per the code standards, the units generate the traffic impact despite the number of surface parking, garages and/or carports provided.

*(9) **Road standards**. A PUD may be permitted to deviate from the Town's road standards, to enable the development to achieve greater efficiency of infrastructure design and installation through clustered or compact forms of development or to achieve greater sensitivity to environmental features, when the following minimum design principles are followed:*

a. *Safe, efficient access. The circulation system shall be designed to provide safe, convenient access to all areas of the proposed development using the minimum practical roadway length. Access shall be by a public right-of-way, private vehicular or pedestrian way or a commonly owned easement.*

b. *Internal pathways. Internal pathways shall be provided to form a logical, safe and convenient system for pedestrian access to dwelling units and common areas, with appropriate linkages off-site.*

c. *Emergency vehicles. Roadways shall be designed to permit access by emergency vehicles to all lots or units. An access easement shall be granted for emergency and utility vehicles, as applicable, to use private roadways in the development for the purpose of providing emergency services and for installation, maintenance and repair of utilities.*

d. *Principal access points. Principal vehicular access points shall be designed to provide for smooth traffic flow, minimizing hazards to vehicular, pedestrian or bicycle traffic. Where a PUD abuts a major collector, arterial road or highway, direct access to such road or highway from individual lots, units or buildings shall be prohibited when other reasonable access options are available.*

e. *Snow storage. Adequate areas shall be provided to store snow removed from the internal street network and from off-street parking areas.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The access driveway from Ridge Road through the Timbers common area (Lot 1, Timbers PUD plat) is private and covered by a prior subdivision plat easement labeled '*Deerbrook Driveway Area Easement*.' The main driveway entrance splits into two driveways, near the east property line, to service the upper and lower parking areas within the Deerbrook Subdivision. The elevation grade differential between the two driveways on the site is approximately 25 feet, although the lower driveway is planned to be reduced in the elevation slightly affecting the grades off site, pursuant to a private access agreement.

On August 30, 2000, there was a signed and recorded Non-Disturbance Agreement between the Town and the Timbers regarding the Town's desire to maintain the Timbers common area east of the Deerbrook Subdivision as an open space area. In that agreement it states in Section 5: "*The Town acknowledges the existence of, and accepts this easement subject to, that driveway access easement burdening the Non-Disturbance Area for the benefit of the adjacent Deerbrook Townhomes*." The preliminary plan application has provided an updated access agreement with the adjacent owner.

A hard surface pedestrian path to Ridge Road (per the graphic on the last page of the landscape plan set) versus a gravel one (per the applicant description) might appear more finished and better maintained for snow removal.

According to the attached Town Engineer comments dated June 29, 2023 it references on page 10 the report which states, "*This project does not does worsen conditions off of Ridge Road*." The Town Engineer requested verification that the project will not worsen the condition adjacent to Ridge Road and to provide a report at Final Design that verifies slope stability and safety adjacent to Ridge Road will not be decreased on any level due to the construction associated with this proposal. The Applicant provided their attached responses dated July 25, 2023. Their geotechnical also provided a revised attached letter dated August 3, 2023.

The Town Engineer in general also commented that the development shall not negatively affect access to adjacent properties through grading or other improvements that would limit access in the future.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review recommends no private improvements be allowed in the public right-of-way unless specifically approved and may require a license agreement.

*(10) **Adequate public facilities**. A final plan shall not be approved unless the Town Council determines that public facilities will be adequate to support and service the area of the proposed development or that needed public facilities and services will be made available concurrently to offset the potential impacts of such development. Public facilities and services to be examined will include, but not be limited to: storm drainage, roads and their maintenance, public transportation service and facilities, pedestrian circulation, sewerage and sanitary facilities, water availability and serviceability, solid waste disposal, fire and emergency medical services and electrical service. The applicant shall show that:*

a. Adequate facilities and carrying capacity exist at the time of development or will be provided to the PUD and affected areas prior to completion of each building or phase of the development necessitating the demand for said facilities or capacity;

b. The PUD has been located so as to be reasonably convenient in relation to police and fire protection, emergency medical services and schools;

c. The PUD will accommodate the efficient provision of local and regional transit facilities and services.

RESPONSE AND RECOMMENDATIONS:

Drainage –

The site generally drains from south to north. The current drainage utilize swales and an off-site concrete division structure via a recorded headgate and culvert easement on the adjacent property to the south, to redirect drainage in efforts to avoid impacts upon the existing buildings. The application states that it is important to note that there will be no change to the drainage pattern or runoff for the area west of the cul-de-sacs. The application mentions the existing drainage associated with the Townhomes and the area upstream appears to be functioning well and has no known issues. From site visits in June, these streams and diversions were running full force with no visible overflows at the time.

The surface, sub-surface and foundation drainage will be important issues to address with this application for the proposed new structures. According to the engineering report in the application, groundwater will likely be present during the excavation. Dewatering and discharge permits will likely be required via the state. Water proofing, water quality features (curb, gutters, sand oil separator) and detention facilities (despite the limited room) to accommodate an increase in impervious surfaces and drainage are planned. These systems will be designed to detain a 25-year storm (also for slope stability) and preserve historic releases or off-site flows, which enter and traverse from the existing creek to a culvert near the north property line, then collected in a rip rap inlet (next to a ski easement) and conveyed via a culvert out to Assay Hill.

According to the application, “the proposed drainage design (refer to sheet C5.0 Drainage) will reduce impacts to existing drainage while providing both water quality and detention for the site.” This will especially be the case for the modified driveway planned to include curb and gutter to direct the sheet flow, the provision of a sand oil separator for the garages (also placed on lower driveway near the cul-de-sac); and for a preliminary plan level of review town staff is generally in agreement with these findings. Also reference the Environmental comments dated June 19, 2023.

Roadways –

The roadways will not change significantly including the 24-foot wide access driveway intersection with Ridge Road. It then narrows to 16-20 feet in width before reaching the split driveways, which are private. The driveways are planned to increase from 23 to 30 feet in width on the Deerbrook site to accommodate the garages with the perpendicular facing garage doors and for emergency vehicles to clear any roof overhangs. The cul-de-sac areas are about 69 feet in diameter, planned to be increased slightly. This should improve the efficiency of access for emergency vehicles and trash trucks and increase sight distance for vehicles backing out of garages while maintaining the code minimum two-way driveway width for the 90-

degree parking/garages and any clearance requirements. Town staff is in support of these changes which will improve existing conditions.

Traffic impacts –

No significant additional traffic impact is anticipated on surrounding roadways and intersections. A traffic impact report is a typical requirement with the preliminary plan application to analyze the impacts to nearby roadways and intersections. The municipal states in Section 16A-5-340(c)(2)o, '*Transportation impact analysis*' states:

> "*The Planning Director may, however, waive this requirement for proposed development that contains less than five (5) dwelling units, or less than two thousand (2,000) square feet of nonresidential space, or an addition to a ski area if it is determined that the transportation impacts generated by the development are negligible and that requiring a detailed analysis is not warranted*."

Below are some findings regarding questions regarding a potential traffic impact mentioned at the Joint Planning Commission and Town Council meeting on July 17, 2023:

a) The existing SPA land use plan specifically lists '*Parking*' as a land use within Parcel L, and the proposed 'MF' district allows, '*Accessory building and use*.'
b) The proposed accessory structures replaces the existing garages and surface parking.
c) The 29 spaces on the SPA land use plan within Parcel L for the 15 Deerbrook townhomes was a minimum versus a maximum standard.
d) The proposed 50 spaces are below the prior parking code standard which the Deerbrook's Preliminary Plan was submitted under.
e) The project meets the minimum off-street parking requirements for the reduced parking standards that became effective May 2, 2023 which Deerbrook did not submit under.
f) The below-grade garages are exempt from the town's measurement standards for calculable floor area (even though the code section above does not refer to gross, net, or calculable floor area but instead structural "space").
g) The application materials outline the square footage of these garage / accessory structures to around 13,000 additional square feet, which is viewed to mean gross building area and not a net calculable floor area;
h) The code's 45 daily trips for the existing 15 units represent less than 1% of the total daily trips of around total projected 11,000 vehicles trips on Brush Creek Road. This was derived from a prior 2015 traffic impact report revised in 2018. The same percentage applies to the peak hour volumes which is around 1,800 trips (11,000 / 12 x 2).
i) If assuming that the additional parking creates additional traffic (45 + 30 daily trips, considering the % increase in parking from 30 to 50), it still equates to a low overall percentage (below 1%) against the 2015 (revised in 2018) overall total projected daily trips on Brush Creek Road (45+30 / 12 x 2 / 1800+/-). This is a conservative estimate because the traffic volumes on Brush Creek Road have since increased pursuant to Town 2022/23 traffic count summaries which would result in a lesser percentage traffic impact from Deerbrook on the total traffic counts.
j) The municipal code's current unit rate for vehicle trips also applies to the people residing in the units and who control the vehicles that are driven; albeit more parking might contribute to more vehicles being used. However, most of the time it is unlikely that two vehicles for each unit would be used at the same time;

and if the case, such example would likely occur at different times of a given day than other units.

k) The recreational facilities are not planned to be open to the general public except for guests invited by the homeowners' association or unit owners.
l) Any shared vehicles / bicycles planned could be utilized (per the energy report this appears to be the case), which would reduce vehicle trips.
m) The application was earlier submitted and falls under prior PUD traffic codes versus the newly adopted transportation analysis ones (effective May 2, 2023) that requires, under the '*Capacity analysis,*' to add the inclusion of "*an assessment of the off-street parking provisions and how it might impact trip generation*."

No additional units are proposed other than amenity features, added garages and parking provisions. There are no code traffic generation rates for the proposed accessory structures for which the application was filed under. Since the proposed fitness center and pool are intended for private operation, then the town should be able to mostly rely on the code's trip generation rate for the existing townhome units, as it is the residents inside those units would utilize the accessory facilities and drive the vehicles. In the end, town staff recommends no transportation impact analysis, as this was the directive given to the applicant during the preliminary plan pre-application conference held on February 8, 2022.

Transit provisions –

With the initial Sketch Plan, the Town's Transportation Department had issues with adding service to the Deerbrook site because of the impacts to the service, given the roughly one-half mile in and out to arrive at the property; but that was when the applicant was proposing additional units. Transportation had no comments with the new Sketch Plan and Preliminary Plan proposing no additional units. The nearest location, for 20-minute pick up and drop off intervals, is at the intersection of Faraway Road and Ridge Road, about a quarter mile from the Deerbrook entrance off Ridge Road. Town staff finds that a negligible impact to transit services is expected.

Pedestrian circulation –

There are limited pedestrian linkages on the existing site other than connections from the cul-de-sac driveways to the residential buildings. The applicant now plans a new gravel pathway from the site to Ridge Road versus a hard surface walkway, which might encourage residents to walk off-site or to catch a bus or access a nearby trail. This path will be connected to the driveways and the pool deck. A hard surface path might encourage more pedestrian use and provide for more efficient snow removal methods.

Utilities –

The on-site access roads include water mains which will be impacted by the proposed new accessory structures. The intent of the applicant is to relocate or adjust affected utility lines to accommodate the proposed structures and retain service to the existing units. A connecting water line loop is also planned between the two driveway's cul-de-sac areas on the west side of the parking area (east of the creek), which is now planned for remodification pursuant to a preferred SWSD utility line routes option. This is planned for completion prior to the excavation of the parking and amenities. The parking and roadways are planning to incorporate diversions and water quality

treatment, including a sand oil separator. A new water tap, for fire suppression, bathrooms, and a drinking fountain, is planned for the new fitness facility.

The current development is served by a sewer main in Assay Hill and another one is planned to service the proposed fitness facility's bathrooms. The new line would connect the between the new fitness facility along the lower driveway and out between the north and middle townhome buildings and then to Assay Hill. Reference the engineering report in the application's Exhibit 8 for further details. Also reference the SWSD comments in the referral agency comments attachment.

Will-serve letters were provided by the shallow-utility providers (Holy Cross Energy, Century Link, Comcast, and Black Hills Energy). Electricity is provided from the south via a transformer and modifications will be required in the form of additional routing and conduits. Comcast and Century Link lines generally follow the electrical alignments and some adjustments are anticipated. Gas is served from a line along the south property line as well via a line paralleling the west property line. Some gas lines need rerouting to accommodate the construction of the garages. Gas and electrical lines are on the adjacent parcel paralleling the south property line.

Solid waste disposal –

For the preliminary plan level of review, the applicant proposes no significant solid waste generation. There are two trash rooms (8' x 10' in size each for two 3-yard dumpsters) on the site, one by the upper west end garage and the other between the garages on the lower cul-de-sac driveway area. Details regarding the generation of trash calculations are provided in the application's engineering report. The redesigned layout for changes to grades, structures, and width of the snow melted driveways should provide improved, direct access to the trash rooms.

Fire Protection – Fire protection services are provided within one-half mile of the site. With the initial submission, the fire district finds that soils or geotechnical engineering reports should be required with the proposal, in particular with the known prior land slide in the vicinity. Otherwise, RFFR had no further comments at this time except to remove the center landscaped island in the upper driveway cul-de-sac and to support the Town's request for an overlay trail easement along the ski-back trail easement on the Deerbrook's property. RFFR finds this private ski back trail could also provide secondary pedestrian access in the event of an emergency, although the trail sits below an overhead pedestrian bridge and the lowest driveway on the Deerbook site.

Police services – Police services are located at Town Hall approximately one-mile from the Deerbrook site following the roadway network.

Emergency medical services – Medical services are in the nearby new medical clinic at Base Village approximately one mile away from the site following the roadway network. It should be noted that the clinic is open only during business hours and not for after-hour emergencies. Aspen Valley Hospital would be the closest emergency medical service available, about a 10-mile drive into Aspen.

Schools - The project would also be located in the Aspen School District and the 15 existing dwelling units could be expected to produce roughly 0.42 new school age children per dwelling (or approximately 6.3 equivalent school age children for the current units) pursuant to Housing Department figures. However, this is a worst-case assumption based upon all the dwelling units being 100% utilized for permanent local residents, which may not be the case considering its location in a lodging area.

Electrical service – The civil plans in the application reflect the existing and proposed modification of gas and electric lines to service the site. Coordination with the utility service providers will be required during any of the site's re-grading construction process.

PUD Review Standards:

Pursuant to Section 16A-5-310, 'Review standards,' in addition to demonstrating compliance with the provisions of Section 16A-5-300(c), 'General Restrictions,' and with all other applicable provisions of this Code, a proposed PUD Amendment shall also comply with the following review standards.

Town staff has generally found that the applicant sufficiently demonstrated compliance with these PUD Review Standards, with conditions, and as further explained below. Reference the staff comments below under each subsection.

(1) ***Consistency with Comprehensive Plan****. The PUD shall be consistent with the intent of the Town's Comprehensive Plan.*

Below are excerpts from the 2018 Comprehensive Plan that are relative as highlighted to the proposed Deerbrook Townhomes proposal:

EXECUTIVE SUMMMARY INTRODUCTION PRINCIPLES PLAN FRAMEWORK RESOURCES MAPS APPENDICES

PLAN FRAMEWORK

- The approach to conservation and development presented in the Plan Framework portion of the 2018 Comprehensive Plan re-affirms the community's desire that major development and redevelopment be limited to protect the natural environment and community character.
- The 2018 Comprehensive Plan fundamentally limits any noteworthy development or redevelopment in Snowmass Village to three areas: Town Park, the Snowmass Center and the Snowmass Mall.
- Outside of these three comprehensively planned areas (CPAs), no significant development, growth, or change is foreseen; and **if a project were to ever be proposed outside of these three CPAs, it would require a much more extensive and thorough review**.
- Limiting development to these areas through this plan will help ensure that the carrying capacity of existing infrastructure is carefully addressed and not exceeded. This lines up directly with the agreed upon approach that the Village should not grow unnecessarily (growth for growth's sake), and that Snowmass Village will strive to limit our growth to be "Just Big Enough."

STRATEGIC INITIATIVES

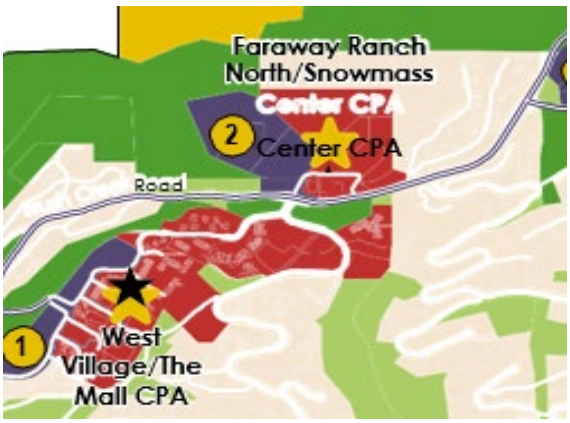
- Focus new development and/or redevelopment within the identified CPAs
- Encourage the update and renovation of older buildings in the Village

CONCLUSION

- The 2018 Comprehensive Plan is designed to ensure that the small village character and unique natural splendor of Snowmass Village will be protected well into the future.
- The intent of this Plan is to ensure that capital projects, development proposals and strategic initiatives be evaluated through the framework created by the Aspiration Statement, the Guiding Principles, and the Just Big Enough economic analysis, fundamentally understanding the obligation to only grow as necessary and only be "Just Big Enough".
- The fundamental goal of the 2018 Comprehensive Plan is to recognize the intimate connection the Town has with the environment, to focus on conservation first **and allow a limited amount of development and redevelopment in appropriate locations** to assure our future as a sustainable resort community.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: According to the Conservation and Development Map in the adopted 2018 Comprehensive Plan (see excerpt below), the Deerbrook site is in the tan colored '*Residential Area*' next to but outside the '*West Village / The Mall CPA*' where redevelopment and development are encouraged.

Regarding the '***Residential Areas***,' it states, "*As most of these areas are already developed, there are limited opportunities for future single-family infill, though it may be possible to incorporate **a small amount** of additional multi-family residential units within some existing complexes. These areas are intended to remain in their current form as conventional use-based districts*."



Other strategic initiatives, goals, policies, and next steps in the 2018 Comprehensive Plan that apply to this proposal include:

a. *Continue to support a viable workforce and our commitment to workforce housing by exploring opportunities that best balance the character and resources of the Town.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The Preliminary Plan proposal does not require employee housing per the redevelopment formula in the code.

b. *Develop an integrated mobility strategy that minimizes single occupancy vehicle trips by providing attractive, safe and convenient transportation alternatives.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The 1984 minimum parking requirement for Parcel L (Deerbrook site) was 29 spaces, and the project

has been operating under this condition for over three decades. The proposed parking with its increase from approximately two (2) to now 3.3 parking spaces average for each of the 15 existing units would not meet the minimum one space per bedroom requirements in the prior code under which the sketch plan and the preliminary plan were filed. However, town staff and the Planning Commission did not object to the prior proposed three versus four spaces per unit via the code's alternative parking plan option, considering the provision at the time was for bike sharing to help discourage the use of the private automobile.

As a matter of contrast, and if the proposed was applied to the recent parking code amendments, the project would require 45 spaces; and 50 spots are proposed. Under this scenario, the Applicant would not be reducing the parking below the minimum standards that would otherwise require an alternative parking management plan.

TOWN COUNCIL RESOLUTION NO. 3, SERIES OF 2022 WITH ACCEPTED PLANNING COMMISSION RESOLUTION 6, 2021: 45-50 spaces should be sufficient for the new and amended Sketch Plan.

THE PLANNING COMMISSION RESOLUTION NO. 5, SEREIS OF 2023, for the preliminary plan review application found it consistent with the Comprehensive Plan strategic initiatives and policies. Planning Commission recommended installation of Electronic Vehicle (EV) charging stations should be considered. The garages should be utilized for vehicles versus for extra storage.

c. *Improve water quality in Brush Creek to eliminate its Roaring Fork Conservancy designation as an "Impacted" waterway.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The applicant submitted a Brush Creek Impact Report with the preliminary plan application. It provided summary findings indicating the project will have minimal to non-existent impact on Brush Creek and consistent with the engineering report findings. However, the recommended water quality protective measures from the various other reports (geotechnical, drainage) should be monitored during construction. Reference the Environmental comments dated June 19, 2023.

d. *Continue to examine connectivity to serve as the basis for safety, walking paths, crosswalks and other improvements.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: A private driveway easement agreement has been executed between Deerbrook and The Timbers Club, although a "*Deerbrook Driveway Area Easement*" is shown and labeled on the Timbers at Snowmass final subdivision plat common area in 2001. The exhibit in the new easement agreement is shown differently in arrangement and description than that recorded on the plat, likely to address current as-built conditions. The agreement states the "*Driveway Easement Area*" is for "*access and underground utility purposes over across under and along the Driveway Easement Area*." It is to be used for "*all forms of surface travel, access, ingress and egress…*" which should also accommodate the new walkway connection between Deerbrook Townhomes and Ridge Road. Ten feet (10') on both sides of the easement area may be used for snow storage and maintenance purposes but without any fencing and exterior lighting.

Town staff is currently working on trying to obtain a trail easement grant(s) from the property owners to the south. While an alignment has been selected, staff has yet to draft easement agreements for the adjacent owners to consider.

PLANNING COMMISSION RECOMMENDATION: Resolution 6, 2021 as referenced in Town Council Resolution 3, 2022 as well as Resolution 5, 2023 for the preliminary plan review indicated that the Applicant should provide a connection to a trail and an easement on the adjacent property to the south if it can be obtained by the Town from the owner.

e. *Explore the feasibility of implementing a Bike Share or an E-Bike Share program that is supported by new development.*

TOWN COUNCIL RESOLUTION NO. 3, SERIES OF 2022 WITH ACCEPTED RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: An E-Bike share program or shared vehicles might be practical for this site for use, even with the increase of parking spaces for each unit despite the reduction from the previously proposed 60 spaces to 45-50 space as recommended. Considering the proposed parking plan, it appears the primary mode of transportation to and from the site will be the personal vehicle.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review recommended installation of Electronic Vehicle (EV) charging stations should be considered. The garages should be utilized for vehicles versus for extra storage.

f. *Require developers to provide the appropriate pedestrian improvements to mitigate impacts of the development and encourage pedestrian access as part of the site plan, zoning and/or subdivision review process.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Town staff is in the process of working with the adjacent owner(s) to the south to obtain a trail easement and to allow the southerly walkway connection from the Deerbrook site. Graveled walkway connections are now proposed between the Deerbrook driveways and pool deck to Ridge Road along the Timbers common area which appears consistent with the new access agreement. Staff recommends a hard surface for the pathways for better walkability, encourage pedestrian movement, and to efficiently remove snow.

The Town also seeks a trail easement grant from the Applicant over the existing ski-in easement along the northerly side of the Deerbrook property.

PLANNING COMMISSION RECOMMENDATION: Resolution 6, 2021 as referenced in Town Council Resolution 3, 2022 as well as Resolution 5, 2023 for the preliminary plan review indicated that the Applicant should provide a connection to a trail and an easement on the adjacent property to the south if it can be obtained by the Town from the owner.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review indicated that the Applicant should provide a connection to a trail and an easement on the adjacent property to the south if it can be obtained by the Town from the owner.

g. *Continue to encourage the installation of EV charging stations throughout the Village.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: At minimum, one EV charging station could be provided in the parking area, possibly for use by a shared private or HOA vehicle(s) to discourage individual private auto usage; however, the sketch plan and preliminary plan were submitted under the prior parking and PUD traffic code. An alternative parking management plan is no longer needed since the Applicant accommodated the Town's request to reduce parking from the previously required 60 spaces to 45-50 spaces. Although alternative forms of transportation should be encouraged.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review recommended installation of Electronic Vehicle (EV) charging stations should be considered.

h. *Support a new car sharing program and encourage Transportation Network Companies to come to Snowmass Village; AND*

i. *Implement code standards that mandate new development to participate in and support the car sharing program when it becomes available.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The sketch plan and preliminary plan applications were submitted under the prior parking and PUD traffic code requirements versus the recently adopted parking / traffic code changes. The proposed parking of 3.3 spaces per unit is more than sufficient with the proposed project, considering the property has successfully utilized two spaces per dwelling unit the past 30 years, as originally approved under the 1984 Faraway Ranch SPA land use plan. The proposed parking, while reduced from the prior sketch plan proposal, would reduce the proposed development's impacts upon the open space, but it remains lower than originally envisioned.

TOWN COUNCIL RESOLUTION 3, 2022 for the revised sketch plan application agreed with Planning Commission's recommendation in Resolution 6, 2021, which indicated the proposed parking plan would have further impact upon the open space, and garages should be intended for vehicles, rather than for storage of other items.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review recommended installation of Electronic Vehicle (EV) charging stations should be considered. The garages should be utilized for vehicles versus for extra storage. Planning Commission did not object to the off-site gravel trail connection, primarily for non-winter usage.

j. *Consider creating clearer definitions in the Land Use and Development Code for redevelopment and renovation to encourage sustainability, protect the environment and reduce waste*, and

k. *The Town should consider discouraging the "tear down and replace" mentality and incentivize the rehabilitation and renovation of existing structures instead.*

RESPONSE AND RECOMMENDATIONS: The existing 15 units were recently renovated the past year or so and will remain.

*(2) **Preservation of community character**. The development proposed for the PUD shall be consistent with the standards of Section 16A-4-340, Building Design Guidelines to Preserve Community Character, shall be compatible with, or an enhancement of, the character of existing land uses in the area and shall not adversely affect the future development of the surrounding area.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: These standards apply to this PUD. The prior renovations proposed on the existing dwelling units were processed via a building permit. However, the code's building design guidelines also apply to the review of the accessory structures. According to the standards, structures shall be designed so they do not overwhelm the surrounding mountain environment. Staff recommends that the accessory structures be designed to complement the design of the renovated dwelling unit buildings which appears incorporated into the preliminary design. Also, the staggered positioning of the garage facades (now utilizing paneled doors with fenestration), the perimeter landscape buffering, use of non-combustible materials such as the proposed stone cladding, (meeting the new fire-wise standards), or visual screening or combination thereof would likely soften the view impacts from adjacent properties.

TOWN COUNCIL RESOLUTION 3, 2022 for the revised sketch plan review referenced the Planning Commission recommendations in their Resolution No.6, Series of 2021: The Planning Commission recommended at the time of preliminary plan review that the applicant demonstrate architectural compatibility, artful uniqueness, and small village character with the visual presentation of the retaining walls, accessory amenity structures, and landscape screening.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review found the modified design since the sketch plan review provided an enhancement of the character of the community and with surrounding buildings, and consistent with the municipal code's building design guidelines.

*(3) **Creative approach**. The development proposed for the PUD represents a creative approach to the development and use of land and related physical facilities to produce better developments and to provide amenities for residents of the PUD and the public in general.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Town staff agrees that the proposed project is creative, with the provision of additional accessory structures and features and/or the rearrangement thereof, but reference the other recommendations in this report that might enhance the overall project design.

*(4) **Landscaping**. Proposed landscaping for the PUD shall provide sufficient buffering of uses from one another (both within the PUD and between the PUD and surrounding lands) to minimize noise, glare and other adverse impacts, shall create attractive streetscapes and parking areas and shall be consistent with the character of the Town.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The Landscape Plan concept with the plant material legend submitted with the application is generally sufficient for the Preliminary Plan level of review. It appears to show an adequate number of plant materials and types and includes proposed sizes upon installation. Approximately one-third of the plant material upon installation appears oversized, above conventional minimum sizes seen elsewhere on other development sites.

A mix of coniferous trees (mostly placed away from the structures to meet wildfire hazard provisions) and deciduous trees or located on the downward sides of the proposed garages and retaining walls. This should provide ample buffering for the adjacent property but it should be reviewed for acceptability and determined that it would be an enhancement of the character of the community and with surrounding buildings per the code.

Landscaping is also shown around the perimeter and within the pool deck area as previously recommended. The roofscape treatment primarily includes new deciduous trees and drought tolerant turf grass on the east end and seeded native grasses with wildflowers on the remaining areas.

The application's proposed off-site landscaping and possible irrigation for monitoring, on both sides of the entry driveway, plus any proposed signs will require coordination and/or authorization / consent from adjacent owner. Reference the consent letter from the Timbers and the new access easement agreement.

The proposal shows a lessening of the open space area, although the application proposes green roofs for the garages which was previously interpreted as increasing the amount of open space for the proposal (from 37 to 45% per the current application). Along with the tree removal and mitigation plan, the density of proposed new plant materials around the perimeter of the site should assist in mitigating visual impacts.

Staff recommends that the adjacent property to the north and the planned recreation area on the property might benefit if the two parallel spaces by the lower driveway entrance were converted to a landscape buffer on the same level as the driveway. However, it would introduce irrigation behind a retaining wall, which likely could be drained. While the parking spaces may be convenient, a landscape buffer could provide improved perimeter buffering for the proposed centrally located recreational areas. Any parking reductions could be mitigated by shared vehicles and/or bicycles.

The planned ownership and maintenance responsibility for the common areas and private access easements would be the responsibility of the homeowner' association and include maintenance of any walkways or pedestrian connections. Staff recommends the off-site pathways be hard surface for ease in snow removal and to encourage safe pedestrian movement.

The applicant provided the current condominium association documents. Once the structures have been completed, a subsequent condo map and amendment, to identify limited common elements from general common elements, for the new accessory structures would need to be submitted for review and approval prior to issuance of a Certificate of Occupancy.

TOWN COUNCIL RESOLUTION 3, 2022 referred to the Planning Commission recommendation in their Resolution No. 6, Series of 2021: The Planning Commission recommended that at the time of preliminary plan review the applicant demonstrate landscape screening via enhance plan-view design drawings, a tree presentation / removal and restoration plan, building elevations, cross-sections, and imagery, including the mitigation, buffering, or screening of headlight glare off-site.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review found the landscape design and open space for the redevelopment and accessory features were generally acceptable. The type, amount, size, species, and location of proposed

landscaping are adequate and suitable for the development, including the view simulations adequately showing landscaping screening around the perimeter of the development and for compliance with affected code standards.

(5) ***Comply with development evaluation standards****. The PUD shall comply with all applicable provisions of Article IV of this Development Code, Development Evaluation Standards*.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Reference the last section of this report for details.

(6) ***Suitability for development****. The property proposed for the PUD shall be suitable for development, considering its topography, environmental features and any natural or man-made hazards that affect its development potential.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The subject site was previously disturbed by road cuts and regrading. The Town found in 1985 through the approval of the Faraway Ranch land use plan that the site was suitable for the existing 15 townhome units that were constructed in 1990. Any proposed development will need to meet the current codified tests and standards applicable to the site to construct the proposed accessory buildings.

(7) ***Spatial pattern shall be efficient****. The PUD shall be located to avoid creating spatial patterns that cause inefficiencies in the delivery of public services, or that require duplication or premature extension of public facilities.*

*a****. Roads****. Any new road developed to serve the PUD shall be continuous and in alignment with existing platted streets to which the street is to be connected. Where appropriate, new streets shall be planned so that they can create an interconnected Town road network, with provision for adequate road and utility easements. Where cul-de-sacs are used in the development, the applicant is encouraged to provide a trail or similar pedestrian link between them.*

b. ***Water and sewer lines****. Any water or sewer line extension necessary to serve the PUD shall be consistent with the Snowmass Water and Sanitation District's service plan and the Town's Comprehensive Plan.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Fire protection appears suitable for the proposed development assuming compliance with the building codes, the wildfire hazard provisions, and providing improved sufficient access. The exception is the proposed tree islands in the middle of the cul-de-sacs should be removed to accommodate large emergency equipment. Reference the RFFR comments dated June 16, 2023.

The shared utility easements, or additional ones if necessary, should be granted on the amended plat or by separate document for the benefit of the Snowmass Water and Sanitation District. Otherwise, building permit applications are typically reviewed by SWSD.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review recommends the applicant comply with the conditions of approval in the attached Will-Serve letter dated August 3, 2023 from the Snowmass Water and Sanitation District prior to excavation and construction.

*(8) **Phasing**. If the PUD is to be developed in phases, then each phase shall contain the required streets, utilities, landscaping and other public facilities or improvements that are necessary and desirable for residents of the project. If the PUD incorporates any amenities for the benefit of the Town, such as trail connections, these shall be constructed within the first phase of the project, or, if this is not possible, then as early in the project as is reasonable. The pace and phasing shall be evaluated with regard to construction impacts along with possible interruption of construction as it would affect the community as a whole.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The proposed development is intended to be one phase from spring 2024 through spring/summer 2025 which appears efficient for the residents and the neighborhood. The process requires incremental and segmented construction on different areas of the site for the proposed project. The planned site work, excavation and concrete pours are planned to occur spring through fall of 2024, the fitness center and carports by the end of 2025, the finishing of exterior and interior work by summer of 2025, and finalizing the landscaping, snowmelting, and paving by end of summer 2025. Also reference the Applicant responses dated July 25, 2023.

PLANNING COMMISSION RESOLUTION 5, 2023 finds the pace and phasing described in the preliminary plan application sufficiently details the phasing proposal to ensure that the development and segments thereof will occur in an efficient and orderly manner with consideration given to construction and other impacts upon the community.

*(9) **Construction interruptions**. The development application shall provide a reasonable restoration and/or remediation contingency plan to mitigate impacts resulting from any potential extended interruption of construction affecting the community as a whole. Surety or security may be necessary to ensure implementation of the plan.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: If the construction ceases due to a recession or other reason, staff recommends that in the following growing season that as much of the perimeter plantings be installed as feasible to begin creating a visual buffer of the construction area and that the disturbed areas be seeded.

Rezoning from Specially Planned Area (SPA-1') to Multi-Family ('MF'): Section 16A-5-220, 'Amendments to Official Zone District Map,' and subsection (e), 'Review Standards' of the municipal code. An application for an amendment to the Official Zone District Map shall comply with the following standards:

Town staff finds that the rezoning application sufficiently addresses compliance with the code's review standard for rezoning the property to 'MF' with the PUD overlay. However, a rezoning would not become effective after an action on the Final Plan via an ordinance. For a Preliminary Plan level of review, reference the staff comments in each of the subsections below.

(1) ***Consistent with Comprehensive Plan**. The proposed amendment shall be consistent with the Town of Snowmass Village Comprehensive Plan.*

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The site location is also consistent with the 2018 Comprehensive Plan's Development and Conservation map which designates the area for '*Residential*' purposes and allowing '*small*' redevelopment to occur. The site is not located with the Village Mall/Town Core/Base Village CPA where redevelopment and development are encouraged.

(2) ***Consistent with purpose of zone district****. The proposed amendment shall be consistent with the purpose of the zone district to which the property will be designated*.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Since new redevelopment is proposed on the Deerbrook Subdivision (originally Parcel L as part of the Faraway Ranch's Gross Parcel Plat) currently zoned SPA-1, it requires re-zoning to 'MF' with a PUD overlay to allow the proposed new accessory structures. The 'SPA-1' zone is for the purpose of allowing what currently exists or as previously approved. Any rezoning would not go into effect until after an approval of an ordinance at the Final Plan PUD stage.

(3) ***Compatibility with surrounding zone districts and uses****. The development permitted by the proposed amendment shall be compatible with surrounding zone districts, land uses and neighborhood character and shall result in a logical and orderly development pattern within the overall community*.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The character of the adjacent areas next to the Deerbrook / Parcel L site includes single family, multi-family residential uses, and common open space areas. The addition of the proposed accessory facilities appear to fit with the existing principal buildings and surrounding conditions.

(4) ***Necessary circumstances****. The applicant shall demonstrate that the following circumstances exist*:

a. *Error. There has been a technical error in the boundaries shown on the Official Zone District Map; or*

b. *Changed conditions. There have been changed conditions affecting the subject parcel and the surrounding neighborhood that justify the proposed amendment; and*

c. *Community need. The proposed amendment addresses and helps to resolve a community need that is documented in or is consistent with the intent of the Comprehensive Plan*.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Overall, Staff finds the proposed rezoning to 'MF' consistent with the Comprehensive Plan and the code's review standards. There is no error in the zoning map. Staff finds there are minimal changed conditions in the neighborhood as the existing development in the Faraway Ranch South vicinity has not changed significantly for almost 20 years: a) the Timbers developed around year 2000 and there was renovation work, b) one single family residence was allowed on the Ridge Condos site approximately 15 years ago, and c) the associated house was subsequently constructed about 10 years later. The overarching concept of "*Just Big Enough*" in the 2018 Comprehensive Plan has been and should continue to be considered.

OVERALL, THE PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review found the intended rezoning from 'SPA-1' to 'MF' is generally compliant with the review standards for a rezoning which should be confirmed with a subsequent Final Plan and rezoning ordinance. The proposed development would comply with all the limitations of the planned zone district, except for the existing 40-foot height townhomes units which would become legal nonconforming.

Article IV, 'Development Evaluation Standards' -

Regarding the compliance with Article IV, 'Development Evaluation Standards,' (which both the PUD Amendment and the Plat Amendment need to show adherence), the applicant must demonstrate compliance with these standards:

Sec. 16A-4-20. - Sensitive wildlife habitat areas.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The project site is not within or no longer within an Elk or Mule Deer seasonal activity area according to the updated 2018 Comprehensive Plan. Section 16A-4-20(b) states that the Sensitive Wildlife Habitat Areas "provisions shall not apply to the development of a lot subdivided prior the effective date of the Development Code (September 2, 1998)." However, refer to the prior comments from the Colorado Parks and Wildlife for recommendations to minimize conflicts with bears. It is part of Exhibit 'A' to the Planning Commission Resolution 6, 2021 included in Town Council Resolution 3, 2022.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review found the review of the site-specific location and characteristics of any wildlife habitat areas, riparian areas, wetlands, and other valued natural features on the property, including anticipated impacts of the proposed development on these areas/features, has been acceptably addressed.

Sec. 16A-4-30. - Brush Creek Impact Area.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The northwest portion of Parcels L encroaches into Brush Creek Impact Area and a majority of the Deerbrook site falls with the "*Extremely Unstable*" portion or sub-area of the Brush Creek Impact Zone in the 2018 Comprehensive Plan. Pursuant to prior sketch plan recommendations, the applicant has submitted a Brush Creek Impact report with the preliminary plan. This was needed primarily to address the amount of proposed construction disturbance, above and below-grade drainage from the site, and the mitigation thereof. Reference the Environmental comments dated June 19, 2023.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review found the application acceptably complies with the standards of the Development Code, such as the Brush Creek Impact Area standards.

Sec. 16A-4-40. - Floodplain and wetland areas.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The Deerbrook Subdivision (Parcel L) is not within a floodplain area pursuant to the updated FEMA FIRM maps. The application further verifies that the proposal does not encroach into the 100-year floodplain. The application states there are no jurisdictional wetlands located on the property.

Sec. 16A-4-50. - Geologic hazard areas, steep slopes and ridgeline protection areas.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The application states that nearly the entire site has been previously disturbed and regraded and that there were almost no slopes over 30% on the site prior to the development of the site and Ridge Road. Reference the Preliminary Plan Review and Intent Issues report (previously presented at the joint meeting), which explanations are also included as updated with this report packet.

For reference purposes, below are two code provisions in Section 16A-4-50(d):

> *"(2) Lots subdivided prior to January 1, 1987. Development may be allowed on lots and within approved building envelopes containing areas of slopes greater than thirty percent (30%) if the lot was subdivided prior to January 1, 1987.*
>
> *(3) Man-made slopes. Development may be permitted on slopes greater than thirty percent (30%) that are* ***the result of minor man-made cutting*** *or filling of an otherwise continuous natural slope."*

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review stated the Applicant will initiate pre-construction slope stability monitoring within the next few months (over a period of 9-12 months prior to construction) to establish baseline data for evaluating slope stability/soil movement during construction. The Applicant's geotechnical team should be called to excavated area and to verify that their recommendations are being implemented, including the area around the new pool and the foundation/surface drains around the bottom of the walls.

Sec. 16A-4-210. - Streets and related improvements.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: No public street improvements are envisioned. Reference the Public Works / Town Engineer comments dated June 29, 2023.

Sec. 16A-4-220. - Public trails.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: An off-site community purpose trail connection is no longer envisioned by the applicant. If it were the case, then it would require authorization from the adjacent property owner(s) to the south. Town staff has been in communications with the adjacent property owner(s) to the south in attempts to negotiate a trail easement between Ridge Road and Assay Hill and for Deerbrook access generally following the same 20-foot utility easement paralleling the south property line as shown in the Existing Conditions maps. POSTR also requests a trail overlay where the ski-back easement is located, and the RFFR is in support of that for secondary emergency access. See attached Parks, Recreation and Trails comments dated June 16, 2023.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review made a finding that the Applicant has objected to the town staff's recommended public access trail easement over the private ski-back trail (serving an adjacent property) that would begin and end on only the Deerbrook site due to privacy issues, closeness of existing spas near the ski-back trail, a narrow 10-feet between Buildings B and C, limited height clearance under an existing bridge, and already existing trails to the north and south of the site.

Sec. 16A-4-230. - Water supply, sewage disposal, solid waste disposal and utilities.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Utilities, any relocations, and easement thereof will be required but would be managed privately. SWSD will eventually need to review and sign-off on a related building permit application.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review recommends the applicant comply with the conditions of approval in the attached Will-Serve letter dated August 3, 2023 from the Snowmass Water and Sanitation District prior to excavation and construction.

Sec. 16A-4-240. - Fire protection.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The fire protection access is planned to remain unchanged, but the cul-de-sac radius could be slightly expanded to meet any RFFR standards. The driveways are also planned for widening by 7 feet and to 30-feet in width. Reference the recent comments from the RFFR district supporting the POSTR comments requesting a trail easement be granted to the Town following the southerly ski-back easement route (on north side of site). RFFR's current review comments are attached.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review recommended it appears necessary to provide emergency access to the property along the ski-back trial in the event the main access drive becomes inaccessible, despite the existing constraints in the vicinity.

Sec. 16A-4-250. - Storm drainage.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Surface, below-grade and foundation drainage will need to be carefully engineered with the review of the affected civil design plans during this preliminary plan stage. These drawings describe the planned water quality improvements and detention facilities required to release drainage from the site at historic rates. Reference the Applicant's Engineering Report in the application and the attached Town Engineer comments dated June 29, 2023.

The application states the proposed replacement parking and access aisles will create a safer more efficient design and the revisions will be kept to a minimum due to the development upon a hillside. One of the most important aspects with the Preliminary Plan review is to determine how above and below-grade drainage is being conveyed, versus impeded through the site. In accordance with the engineering report, there is an awareness of the potential ground water issues and the applicant is in preparation ahead of construction for a temporary dewatering permit, in particular if required by the state.

THE PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review found the application acceptably demonstrates the extent of soil and vegetation disturbance planned for the site and any disturbed areas that will be stabilized both during construction and following completion of the project. This includes where excavated materials will be stockpiled, and the design and material of the shoring and retaining structures to be employed. The application acceptably explains how the storm water will be handled and managed both during construction and following completion of the project.

Sec. 16A-4-260. - Easement characteristics.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Utilities, relocations, and easement thereof will be required for any relocated or additional utility lines but would be managed privately in coordination with the Snowmass Water and Sanitation District.

The Town is attempting to work with adjacent owner(s) to the south to obtain a trail easement. The Town also seeks a trail easement granted by the Applicant overlaying the ski-back trail on the Deerbrook site.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review made a finding that the Applicant has objected to the town staff's recommended public access trail easement over the private ski-back trail (serving an adjacent property) that would begin and end on only the Deerbrook site due to privacy issues, closeness of existing spas near the ski-back trail, a narrow 10-feet between Buildings B and C, limited height clearance under an existing bridge, and already existing trails to the north and south of the site.
The Planning Commission recommended the shared utility, relocations, and drainage easements be granted on an amended plat or by separate document(s) prior to issuance of a building permit. Should a trail easement be obtained by the Town on the adjacent properties to the south, the applicant shall provide for a pedestrian connection to this trail.

Sec. 16A-4-270. - Survey monuments.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The site is already acceptably platted via the Deerbrook Subdivision in 1989, essentially a restated stand-alone plat of Parcel L on the original Faraway Ranch Gross Parcel Plat. If the additional accessory structures are approved and built, an amended condominium plat would eventually be needed identifying the modified limited and common elements prior to issuance of a Certificate of Occupancy.

PLANNING COMMISSION RESOLUTION 5, 2023 recommended amending the condominium maps and documents, including the plans incorporated in the Covenants, Conditions and Restrictions (CC&Rs) of the homeowners' association which should subsequently be provided for review and approval by the Town.

Sec. 16A-4-310. - Off-street parking standards.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Reference the PUD section under "***Parking***," in the duplicative PUD Review Standards near the beginning portion of this report, including the corresponding prior Planning Commission recommendations.

Sec. 16A-4-320. - Landscaping, grading and other design standards.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Reference the PUD Amendment section under "***Landscaping***," in the PUD Review Standards near the beginning portion of this report, including the corresponding prior Planning Commission recommendations.

Sec. 16A-4-330. - Energy conservation.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: The new accessory structures are planned to be designed and cladded to match the recently renovated design treatment of the existing units. Utilizing the same materials would be efficient and provide resiliency and convenience, in particular in the event of repairs and for maintenance purposes. A snowmelt system is proposed for the driveways, shown to include the ones on the Deerbrook site and not the off-site access driveway. The Town's Renewable Energy Offset Program (REOP) will be implemented at the time of the building permit application. The Exhibit 9 Energy Utilization report in the preliminary plan application calculates the energy consumption and indicates the provision of electric vehicles and Level 2 type chargers. Reference the attached Review and Intent Issues report for further details presented at the Joint Meeting on July 17, 2023.

Sec. 16A-4-340. - Building design guidelines to preserve community character.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Reference the PUD Amendment section under "***Preservation of Community Characte***r," in the PUD Review Standards near the beginning portion of this report.

Sec. 16A-4-400-440. – Standards for Restricted Housing.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Based upon the job rates for multi-family housing the code, the additional accessory structures, using the redevelopment formula in the code, would not generate the need for employee housing mitigation.

Sec. 16A-4-500. – Sign Standards.

RESPONSES, FINDINGS AND/OR RECOMMENDATIONS: Ordinance 15, 1989, approved a Comprehensive Sign Plan for the Deerbrook Townhomes, primarily intended for the monumented entryway features and address sign off of the Ridge Road right-of-way. These signs should be sufficient to identify the property and entrance. Another project sign if to be located off the site in addition to the project entry/address monument signs at the Ridge Road exit appears duplicative if guests already know that they have arrived at the property once entering off of Ridge Road.

If proposed, the applicant should subsequently submit a supplemental CSP Amendment for concurrent or subsequent consideration by the Planning Commission and Town Council around the time of the Final Plan review. This is because the current sign code prohibits off-premise signs.

Any proposed on-premise project signs shall meet the requirement of the sign code, be located within the Deerbrook Subdivision, located outside of easements, and meet the minimum 10 setback requirement. If the latter is the case, then a sign permit could be processed administratively by the Town's Community Development Department.

The affected sign code standards are below:

(d) Restriction by Zoning District. Signs shall be restricted by zoning districts as follows:

(1) Residential zone districts. In the SF-4, SF-6, SF-15, SF-30, SF-150, EST, MF/PUD, DU, CON and OS zone districts, the only signs which shall be erected are those that are exempt from the provisions of this Division, pursuant to Section 16A-4-510(b), Exempt Signs, together with residential subdivision/complex identification signs, which shall meet all the requirements of a freestanding on-premises sign. Signs erected in these zone districts shall be located at a distance of at least ten (10) feet from any property line.

On the other hand, if wishing for more flexibility, below is the '*Purpose*' for a CSP in **Sec. 16A-4-560. - Comprehensive sign plan.** There is also a codified Amendment procedure to a CSP.

a) Purpose. There are special circumstances within the Town that deserve flexibility from the standards prescribed in this Division, when such flexibility is in the best interest of the community. The purpose of this Section is to authorize a comprehensive sign plan to be submitted so as to afford such flexibility, while still meeting the purpose of this Division.

PLANNING COMMISSION RESOLUTION 5, 2023 for the preliminary plan review recommended two conceivable procedural options for the review of any proposed off-site signs and/or on-site signs.

Town of SNOWMASS Village
PUBLIC WORKS DEPARTMENT

TO: DAVE SHINNEMAN, DIRECTOR OF COMMUNITY DEVELOPMENT
JIM WAHLSTROM, SENIOR PLANNER
FROM: MIKE HORVATH, TOWN ENGINEER
SUBJECT: DEERBROOK TOWNHOMES– MAY 2023 SUBMITTAL
DATE: JUNE 29, 2023
CC: CLINT KINNEY, TOWN MANAGER

In reference to the Deerbrook Townhomes application for Preliminary Plan submitted in May 2023 the following comments are being submitted:

Comments:

1. **Shoring Plans:** The soil nails on the southern wall extend into a Holy Cross Electric Easement. The western side of the southern micropile wall is within the Holy Cross Easement. Please provide Holy Cross approval for these encroachments at Final Design.
2. **Shoring Plans:** The northern soil nails extend into the existing location of a water line. Protection of this water line is required. Please provide Snowmass Water and Sanitation District approval for this layout at Final Design.
3. **Shoring Plans:** The Lower Garage Wall Station 0+50 cross section depicts grading outside of the property. The grading is within the driveway easement, but easement language doesn't appear to allow for this type of encroachment. Please provide approval for this at Final Design.
4. **Shoring Plans:** Note for micropile wall states no heavy traffic (cranes, concrete trucks, etc.) within 8' of face of wall. The cone of influence from Ridge Rd appears to be in proximity of this limit. Please verify that Ridge Rd traffic will not impact wall or wall is designed for heavy loading on Ridge Rd at Final Design.
5. **Erosion Control Plans**: Inlets need to be protected once installed for the duration of project. Please note this on building permit plans.
6. **Drainage Plans:** Final pipe of storm water daylight is designed 0%. Industry standard is 0.5% minimum slope. Please adjust this pipe slope.
7. **Drainage Plans:** Storm main is within 10' of water line. Please verify with SWSD this is allowed for Final Design.
8. **Drainage Plans:** Manholes within 8' of water line. Please provide an insulation detail at time of building permit.
9. **Drainage Plans:** The ADS detention system recommends designing for the buoyant forces from ground water below the vault. Please incorporate this design into building permit plans/reports.
10. **Drainage Plans:** With detention of the 25-yr storm, please confirm the downhill swale and pipe that the overflow ties into have capacity during events not fully detained in the Final Design submittal.
11. **Drainage Plans:** The discharge pipe from the ADS unit daylights nearly perpendicular to the flowline of the drainage ditch. Please adjust design to soften that angle of entry into the ditch at building permit
12. **Drainage Plans:** Please include all drainage calculations with building permit submittal.

13. **Drainage Plans:** Please include all drainage details (manholes, pipe bedding, etc.) with building permit submittal.
14. **Engineering Report:** On page 10 the report states, “This project does not does worsen conditions off of Ridge Rd.” Please verify that the project will not worsen the condition adjacent to Ridge Rd and provide a report at Final Design that verifies slope stability and safety adjacent to Ridge Rd will not be decreased on any level due to the construction associated with this proposal.
15. **General Comment:** This development shall not negatively affect access to adjacent properties through grading or other improvements that would limit access in the future.
16. **General Comment:** The as-built to include all features of the storm water system including the detention vault and sand oil separator at time of CO application.

Dunlop Environmental Consulting, Inc.
Environmental Public Health Planning for the Future

June 19, 2023

Town of Snowmass Village
Community Development Department
Jim Wahlstrom, Sr. Planner
PO Box 5010
130 Kearns Road
Snowmass Village, CO
81615

Re: Deerbrook Townhomes Preliminary Plan Review

Dear Mr. Wahlstrom,

At your invitation, Dunlop Environmental Consulting, Inc. (DEC) has reviewed the above-mentioned application and offers the following findings. This review is focused on the applicant's response to an earlier review dated June 22, 2020.

Project summary: This application differs from the development that was proposed in 2020. This version does not include more dwelling units which minimizes some of the concerns expressed in my earlier review. The total dwelling units will be a cluster of 3 buildings housing 5 units in each for a total of 15 units. The current land use plan under review will involve improved parking, driveway widening, a swimming pool/therapy tub and fitness center. The pools and fitness center will be for owners and guests only, no public access.

Construction will be completed in one phase, Spring 2024-Spring 2025. Should unforeseen conditions develop, the applicant will approach the TOSV to review options.

The following format mirrors my June 22, 2020 report, but with updated findings.

245 Woodruff Road Glenwood Springs, CO 81601
(970) 945-4820 Office (970) 379-4028 Cell

Construction Management Plan (CMP)

The current application contains a CMP dated May 10, 2023. While detailed, more information relative to certain parts of the CMP will be forthcoming during the construction permitting phase as stated in the application. For example, there will be sound barriers constructed during shoring operations. The "Sound Transmission Classification" (STC) ranking for the barriers should be provided. A more detailed discussion around construction noise will be provided once timing, equipment and excavation techniques are finalized. Snow removal storage will be refined and described at building permit issuance.

In summary at this stage of development, the CMP in this application is acceptable with more details to be provided later as the applicant has committed to in various sections.

Water Quality

As the result of the discussion of this application in 2020, the applicant agreed to submit a Brush Creek Impact Area Study (BCIA). A detailed report of findings was developed by West Elks Ecological Consulting dated Feb 10, 2023 and is included in this application. The BCIA contains a good summary of current conditions of the Brush Creek reach as it passes the Deerbrook Townhomes. The findings include a summary of water treatment processes proposed for storm water, garage drainage and surface flow. Reference to findings in reports from Sopris Engineering and CTL Thompson included in this application are reinforced in the BCIA.

The BCIA Study concludes that the proposed project will have "...minimal to non-existent" impact on Brush Creek. For purposes of compliance with the BCIA Study requirement, the West Elks report satisfies the requirement. However, careful attention to all recommended water quality protective measures from various consultants should be monitored during construction to confirm earlier performance conclusions.

Storm Water Discharge

During the 2020 review of the Deerbrook Townhomes application, Sopris Engineering was in the process of developing a site drainage plan. For this application a detailed report of storm water discharge management dated March 20, 2023 by Sopris Engineering was reviewed. In summary, the report of findings discusses storm water collection, retention, capacity, treatment and discharge. Calculations including soft and hard surface sources of runoff are defined. Surface and sub-surface collection, transport and treatment using oil/sand separators and advanced mechanical separators prior to discharge addresses my earlier request for complete designs.

Air Quality

With no additional dwelling units proposed, no additional concerns are raised that there will be an increase in air quality deterioration resulting from this project when completed. During construction, however, attention must be paid to the Fugitive Dust Control Plan (FDCP) proposed in the Construction Management Plan. Currently the contractor response to a fugitive dust event is to notify the TOSV within 2 hours of noticing off-site transport of dust. It is suggested language be changed to reflect the importance of such an event happening. Suggested change is "Once a construction manager notices off-site transport of dust from the site, that person will immediately take predetermined steps to control the dust." This can include putting resources such as water trucks, hoses, traffic stops, etc to immediate use. Notifying the TOSV can occur after corrective action has been initiated. Waiting 2 hours is an unacceptable time to initiate action.

Noise

Noise management will be addressed in the final CMP. Since the project no longer anticipates blasting into bedrock, earlier questions asked regarding blasting are no longer relevant.

General

There is mention that pool chemicals will be stored on the property. Will there be a floor drain in the chemical storage room? If so, where will it drain? Should an

upset condition occur in the mechanical room, where will the space ventilation system exhaust?

Under the energy use discussion in the application, 25,000 sq ft of surface area will be snow melted. The applicant is encouraged to provide discussion of the mechanical workings of a snow melt system. For example, storage room, volume balance tanks, pumps, product to be used, which areas will be snow melted, etc.

This concludes findings for this Preliminary Plan review.

Sincerely,

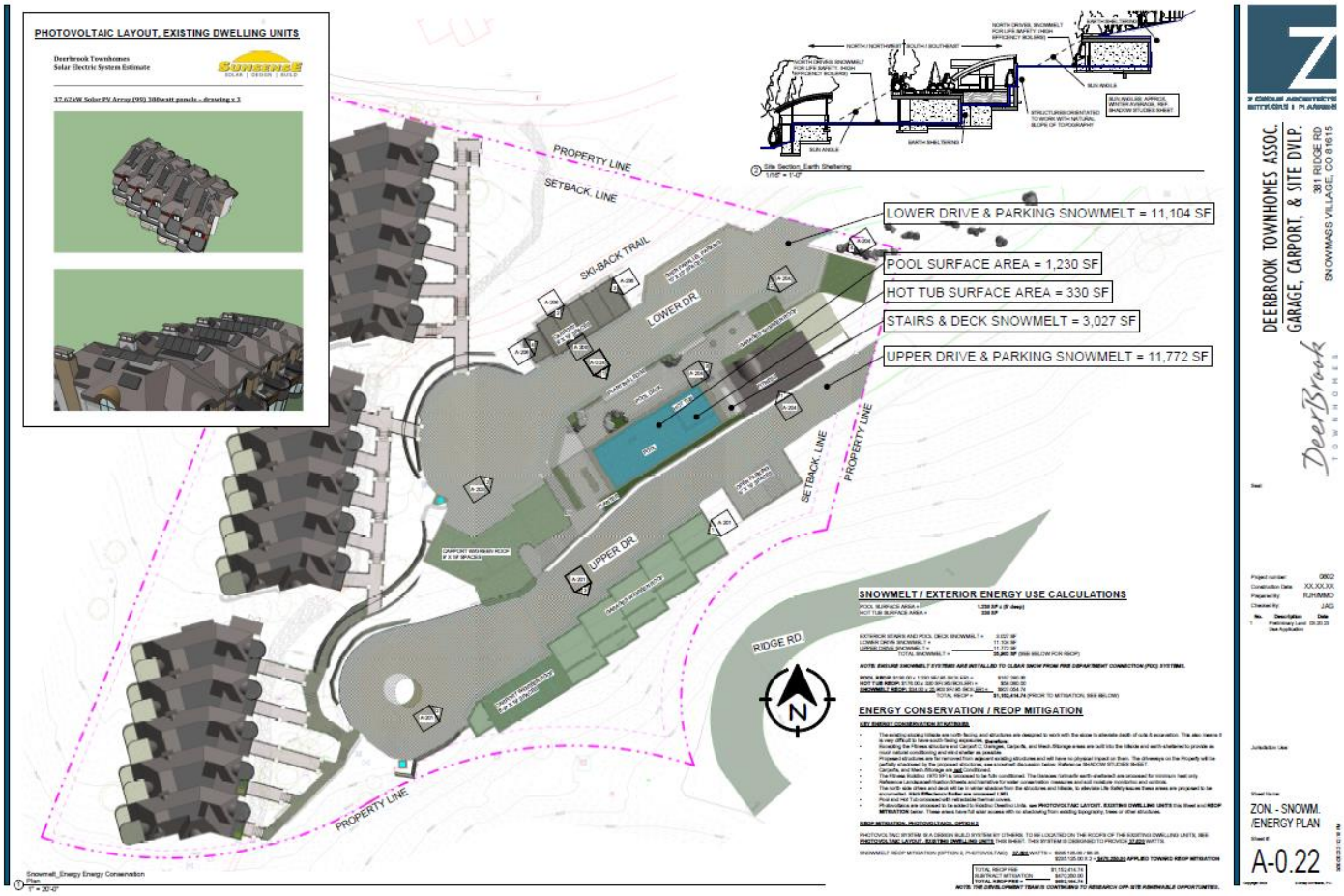
Thomas S Dunlop, MPH, REHS
President

From: Jim Wahlstrom <jwahlstrom@tosv.com>
Sent: Tuesday, June 20, 2023 10:12 AM
To: dunlopenv <dunlopenv@aol.com>
Cc: Mike Metheny <mmetheny@tosv.com>
Subject: RE: Deerbrook LUR

Hello Tom,

Thank you for the review comments on the Deerbrook Townhomes preliminary plan application. We will plan to forward to the Applicant and then later to the Town decision makers.

At the DRT meeting I mistakenly referenced the civil plans for the snowmelt drawings and calculations. They are instead within the Architectural set, on Sheet A-0.22 (page 8 of the set), per excerpt copied below, which also includes the REOP calculations and copying Mike Metheny on as well:



Let me know if you should have any updates to the review comments.

Thanks, Jim

From: dunlopenv <dunlopenv@aol.com> - **TOSV ENVIRONMENTAL CONSULTANT – 2nd Rnd COMMENTS**
Sent: Thursday, July 27, 2023 12:53 PM
To: Jim Wahlstrom <jwahlstrom@tosv.com>
Subject: Re: Deerbrook Townhomes Preliminary Plan application

Jim
I have reviewed the applicant's response to previous findings submitted regarding re-development of Deerbrook Townhomes. At this point I do not have additional remarks to offer. Pending approval, I anticipate additional review will be necessary of CMP documents and compliance schedules during construction.

I am scheduling to attend the Aug 2nd Planning Commission meeting to listen to the applicant presentation.

Thank you
Tom

Thomas S. Dunlop, MPH, REHS
245 Woodruff Road
Glenwood Springs, Colorado
81601

Dunlopenv@aol.com
(970) 945-4820 home/office
(970) 379-4028 cell

From: Andy Worline <AWorline@tosv.com> - **TOWN PARKS, OPEN SPACES, TRAILS & RECREATION**
Sent: Friday, June 16, 2023 7:17 AM
To: Jim Wahlstrom <JWahlstrom@tosv.com>; Dave Shinneman <dshinneman@tosv.com>
Cc: jmele@swfpd.com
Subject: RE: Deerbrook Townhomes Preliminary Plan application

Jim ,

As discussed, the Town and RFFR would like to request a trail easement (summer only) on the noted ski back trail through the Deerbrook property. This would allow additional fire and safety access to the site and also additional trail connections throughout the Town. Following our trail easement standards, we are requesting a 20' trail easement granted to the Town located on the current ski back access. Let me know if you have any questions or need additional information. Thank you. Andy

From: John Mele <JMele@roaringforkfire.org> - **ROARING FORK FIRE RESCUE (SWFPD)**
Sent: Friday, June 16, 2023 8:00 AM
To: Andy Worline <AWorline@tosv.com>
Cc: Jim Wahlstrom <JWahlstrom@tosv.com>; Dave Shinneman <dshinneman@tosv.com>
Subject: Re: Deerbrook Townhomes Preliminary Plan application

Andy,

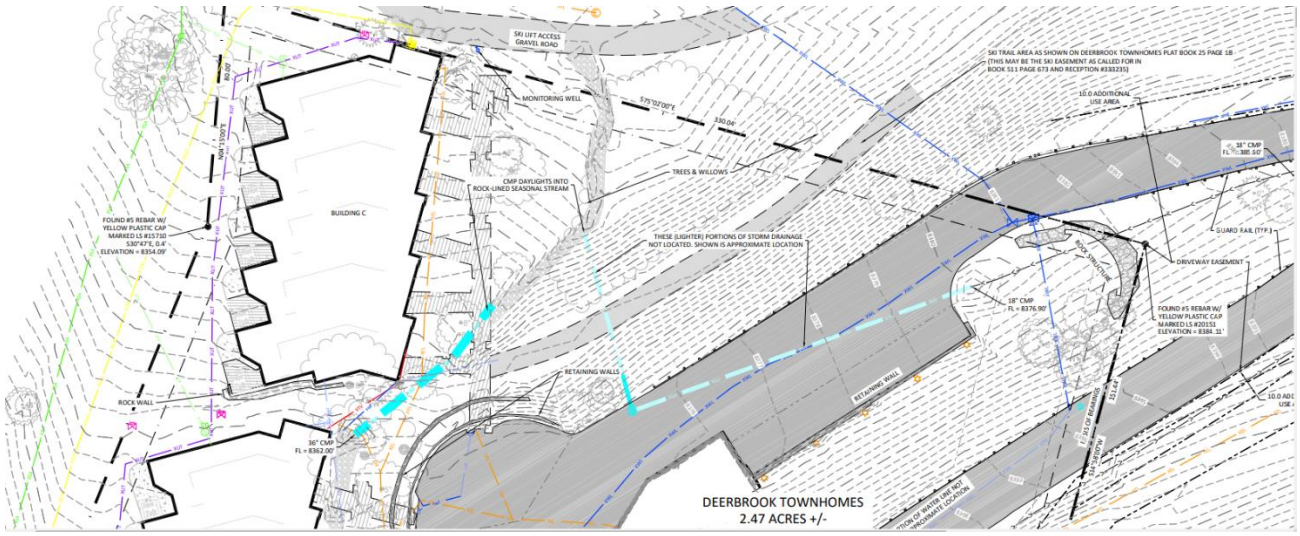
This looks appropriate for us. I'm trying to find an actual civil plan that shows this proposed easement. Is there a plan that shows this or would one be created if approved?

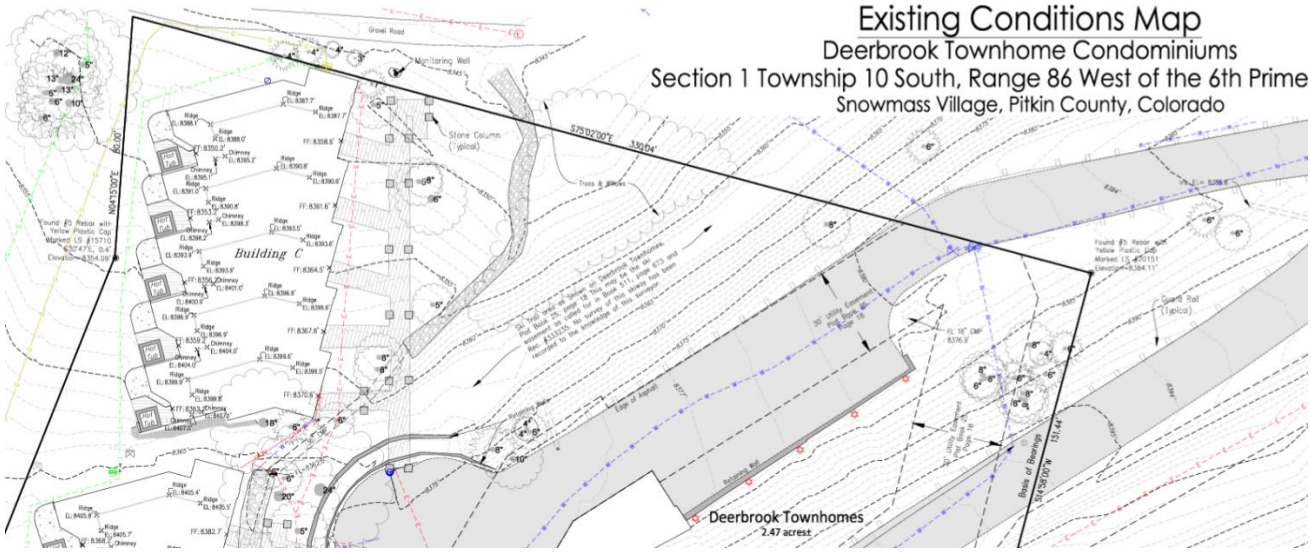
John

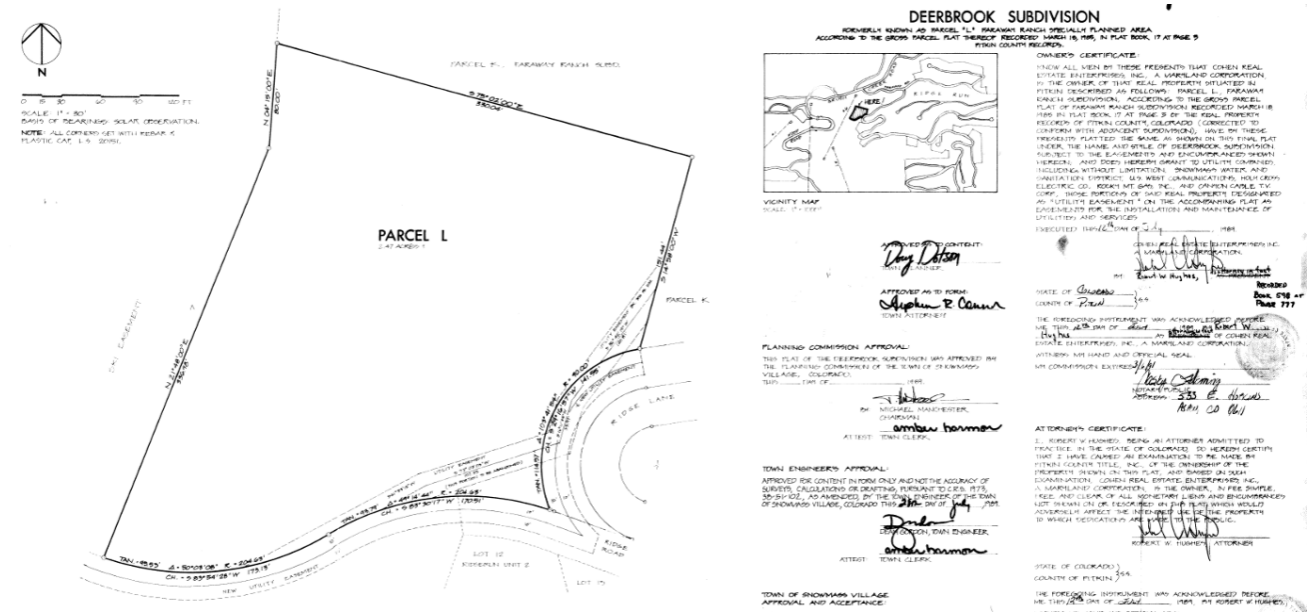
From: Jim Wahlstrom <JWahlstrom@tosv.com> - **TOWN COMMUNITY DEVELOPMENT DEPARTMENT**
Sent: Friday, June 16, 2023 9:11 AM
To: John Mele <JMele@roaringforkfire.org>; Andy Worline <AWorline@tosv.com>
Cc: Dave Shinneman <dshinneman@tosv.com>; jjc@mountainlawfirm.com
Subject: RE: Deerbrook Townhomes Preliminary Plan application

Hello John,

Attached is the private ski trail easement granted by other parties in 1985 to the Ridge Condominium Association. The Town might need their permission so copying Jeff to see what he thinks. The easement agreement didn't come with a map exhibit (other than a legal description), but the ski trail is shown more definitively on Sheet C-1.1 of the Civil plan set and referenceD as a separate Exiting Conditions map per the excerpts below. One of the plans state it is referenced on the Deerbrook Subdivision, but it is not per the copy further below.


SKI LIFT ACCESS GRAVEL ROAD
MONITORING WELL
S75°03'00"E
330.06'
TREES & WILLOWS
CMP DAYLIGHTS INTO ROCK-LINED SEASONAL STREAM
BUILDING C
FOUND #5 REBAR W/ YELLOW PLASTIC CAP MARKED LS #15710 S30°47'E, 0.4' ELEVATION = 8354.09'
ROCK WALL
36" CMP FL = 8362.00'
THESE (LIGHTER) PORTIONS OF STORM DRAINAGE NOT LOCATED. SHOWN IS APPROXIMATE LOCATION
RETAINING WALLS
SKI TRAIL AREA AS SHOWN ON DEERBROOK TOWNHOMES PLAT BOOK 25 PAGE 18 (THIS MAY BE THE SKI EASEMENT AS CALLED FOR IN BOOK 511 PAGE 673 AND RECEPTION #330235)
10.0 ADDITIONAL USE AREA
GUARD RAIL (TYP.)
DRIVEWAY EASEMENT
18" CMP FL = 8376.90'
FOUND #5 REBAR W/ YELLOW PLASTIC CAP MARKED LS #20151 ELEVATION = 8384.11'
DEERBROOK TOWNHOMES
2.47 ACRES +/-

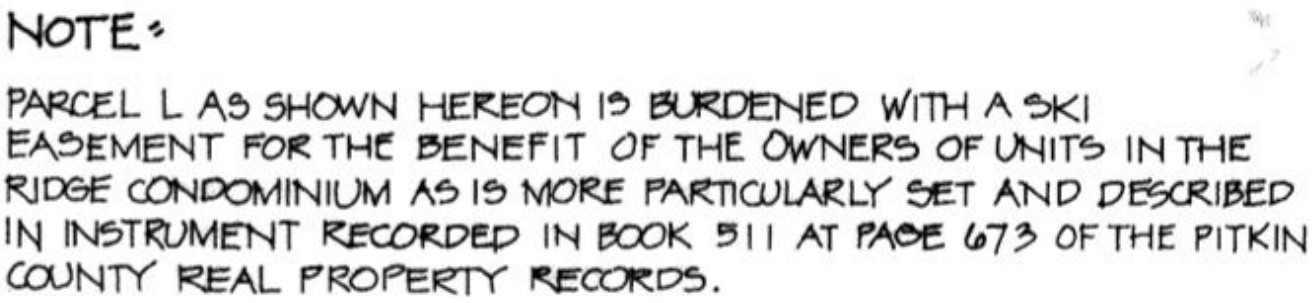

Existing Conditions Map
Deerbrook Townhome Condominiums
Section 1 Township 10 South, Range 86 West of the 6th Prime
Snowmass Village, Pitkin County, Colorado
Gravel Road
Monitoring Well
Stone Column (typical)
Trees & Willows
Building C
S75°03'00"E 330.04'
Found #5 Rebar with Yellow Plastic Cap Marked LS #15710
Found #5 Rebar with Yellow Plastic Cap Marked LS #20151
Guard Rail (Typical)
Edge of Asphalt
Basis of Bearings
S14°36'00"W 151.44'
Deerbrook Townhomes
2.47 acres


N
SCALE: 1" = 30'
BASIS OF BEARINGS: SOLAR OBSERVATION.
PARCEL L
PARCEL K
RIDGE LANE
DEERBROOK SUBDIVISION
FORMERLY KNOWN AS PARCEL "L" FARAWAY RANCH SPECIALLY PLANNED AREA
ACCORDING TO THE GROSS PARCEL PLAT THEREOF RECORDED MARCH 18, 1985, IN PLAT BOOK 17 AT PAGE 9
PITKIN COUNTY RECORDS.
OWNER'S CERTIFICATE:
VICINITY MAP
APPROVED AS TO CONTENT:
APPROVED AS TO FORM:
PLANNING COMMISSION APPROVAL:
TOWN ENGINEER'S APPROVAL:
TOWN OF SNOWMASS VILLAGE APPROVAL AND ACCEPTANCE:
ATTORNEY'S CERTIFICATE:

Jim

From: Jim Wahlstrom – **TOSV COMMUNITY DEVELOPMENT DEPARTMENT**
Sent: Friday, June 16, 2023 9:26 AM
To: Andy Worline <AWorline@tosv.com>; jmeJMele@roaringforkfire.org
Cc: Dave Shinneman <dshinneman@tosv.com>; jjc@mountainlawfirm.com
Subject: FW: Deerbrook Townhomes Preliminary Plan application

Found this note at the bottom of the Deerbrook Subdivision plat FYI:



From: Jeffrey J. Conklin <jjc@mountainlawfirm.com> - **TOWN ATTORNEY'S OFFICE**
Sent: Monday, June 19, 2023 4:50 PM
To: Jim Wahlstrom <JWahlstrom@tosv.com>; Andy Worline <AWorline@tosv.com>; jmeJMele@roaringforkfire.org
Cc: Dave Shinneman <dshinneman@tosv.com>
Subject: RE: Deerbrook Townhomes Preliminary Plan application

Hi everyone,

The 1985 Easement Agreement is a non-exclusive easement for "skier access and pedestrian purposes". The property owners could use or grant other easements over this area so long as it would not unreasonably interfere with the grantee's (Ridge Condo Association) use of the easement area. The requested summer trail over the easement area would not be in conflict with the uses under the existing easement. Paragraph 4 of Easement Agreement more or less reflects that reservation of right to the grantor and does not preclude a future grant.

One issue, however, is that Paragraph 5 of the Easement Agreement obligates the Ridge Condo Association to maintain the easement area and specifically states that if the grantor authorizes any additional users of the easements, then the costs must shared in proportion with the average number of users. This provision would need to be acknowledged in any future grant of easement and agreed to with the Condo Association when implemented. Just an idea, but it perhaps the Town would take over summer-only maintenance of the easement area?

Happy to discuss.

Thanks,

Jeff

Karp.Neu.Hanlon PC
ATTORNEYS AT LAW

Jeff Conklin, *Partner/Shareholder*

| Direct: 970.928.2124 | Main: 970.945.2261 | Cell: 970.309.3872 |

Glenwood Springs | *Basalt* | *Aspen* | *Montrose*
|Office: 200 Basalt Center Circle, Suite 200, Basalt, CO 81621
|Mailing: P.O. Drawer 2030, Glenwood Springs, CO 81602
| jjc@mountainlawfirm.com | www.mountainlawfirm.com

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From: Jim Wahlstrom <JWahlstrom@tosv.com> - **TOSV COMMUNITY DEVELOPMENT DEPARTMENT**
Sent: Tuesday, June 20, 2023 10:21 AM
To: Jeffrey J. Conklin <jjc@mountainlawfirm.com>; Andy Worline <AWorline@tosv.com>; jmeJMele@roaringforkfire.org
Cc: Dave Shinneman <dshinneman@tosv.com>
Subject: RE: Deerbrook Townhomes Preliminary Plan application

Hello Jeff,

Thank you very much for this insight into the current easement agreement language. I may also forward your comments to the Applicant and include in the staff report to the town decision makers later if you're acceptable to that. Looks like a consent from the Ridge Condos will be needed.

Jim

From: Jeffrey J. Conklin <jjc@mountainlawfirm.com> - **TOSV TOWN ATTORNEY**
Sent: Tuesday, June 20, 2023 10:27 AM
To: Jim Wahlstrom <JWahlstrom@tosv.com>; Andy Worline <AWorline@tosv.com>; jmeJMele@roaringforkfire.org
Cc: Dave Shinneman <dshinneman@tosv.com>
Subject: RE: Deerbrook Townhomes Preliminary Plan application

Sure thing. Ridge Condos does not need to consent to the grant of the easement itself, but the parties would need to work out maintenance responsibilities (and costs thereof).

Thanks,

Jeff

Karp.Neu.Hanlon PC
ATTORNEYS AT LAW

Jeff Conklin, *Partner/Shareholder*

| Direct: 970.928.2124 | Main: 970.945.2261 | Cell: 970.309.3872 |

Glenwood Springs | *Basalt* | *Aspen* | *Montrose*
|Office: 200 Basalt Center Circle, Suite 200, Basalt, CO 81621
|Mailing: P.O. Drawer 2030, Glenwood Springs, CO 81602
| jjc@mountainlawfirm.com | www.mountainlawfirm.com

From: Tim Malloy <tim@tgmalloy.com> - **DEERBROOK THs APPLICANT CONSULTANT**
Sent: Monday, June 5, 2023 7:25 PM
To: Jim Wahlstrom <JWahlstrom@tosv.com>; John Howard <johnhoward@willowcreekms.com>
Cc: Barclay Miller <barclay@claylorcapital.com>; Randy Henrie <randy@zgrouparchitects.com>
Subject: RE: Deerbrook THs Prel Plan

Hi Jim. We'll add some notes to the drawings to clarify the width and location of the gravel path and where the finished grade is on the elevation drawings. I'll send you an email when those changes have been made to let you know where you can find them.

The gravel path will be adjacent to the existing pavement edge of the driveway so it will be added to the overall driveway width.

Tim

TGMC, llc
Land Use Planning ▪ Site Design ▪ GIS Analysis ▪ Public Process
Tim Malloy, Principal
402 Park Drive
Glenwood Springs, CO 81601
Office: 970-945-0832
Mobile: 970-618-6097
tim@tgmalloy.com

From: Jim Wahlstrom <JWahlstrom@tosv.com> - **TOSV COMMUNITY DEVELOPMENT DEPARTMENT**
Sent: Monday, June 5, 2023 2:50 PM
To: Tim Malloy <tim@tgmalloy.com>; John Howard <johnhoward@willowcreekms.com>
Cc: Barclay Miller <barclay@claylorcapital.com>; Randy Henrie <randy@zgrouparchitects.com>
Subject: RE: Deerbrook THs Prel Plan

Tim,

Thank you for the response. We will likely include it with the staff report along with other review comments received, which will be forwarded as they are received. We anticipate additional review comments throughout the review or included with the upcoming reports to the decision makers.

We saw that access language too in the agreement but uncertain of its provision since a walkway is not specified, shown, or labeled in the easement agreement exhibit, so thanks for confirming otherwise. We also saw the photo/notes detail below on last page of the landscape plan and thought the concrete slate (versus gravel path) appeared akin to a driveway border rather than a pedestrian walkway. Would the 3-4' width envisioned for the paths (which is not dimensioned in the drawing sets) be part of the existing driveway width upon repaving (or not if gravel proposed) or added to the existing driveway width? We interpret 'adjacent' as being in addition to the existing driveway width.



If the gray tone of the building elevations are the below-grade foundation walls perhaps it should be noted as such or illustrated where the finished grading occurs. I didn't view it that way at first glance.

Jim

From: Tim Malloy <tim@tgmalloy.com> - **DEERBROOK THs APPLICANT CONSULTANT**
Sent: Friday, June 2, 2023 6:10 PM
To: Jim Wahlstrom <JWahlstrom@tosv.com>; John Howard <johnhoward@willowcreekms.com>
Cc: Barclay Miller <barclay@claylorcapital.com>; Randy Henrie <randy@zgrouparchitects.com>
Subject: RE: Deerbrook THs Prel Plan

Jim – thanks for the update regarding referral.

Regarding your question related to the off-site walkway that passes through the Timbers Club property within the "Driveway Easement Area" and the "Area Outside of Easement" we point out the following language from the Driveway Easement Agreement:

> **From Paragraph 1. Grant of Driveway Easement Area.**
>
> *"The Driveway Easement Area shall be used for all forms of surface travel, access, ingress and egress to the Grantee Property, and all parts thereof…"*
>
> **From Paragraph 2. Right to Use Area Outside of Easement.**
>
> *"Grantee shall have the nonexclusive right to access and use that portion of Grantor Property constituting ten (10) feet on either side of the Driveway Easement Area (the "Additional Use Area") for the purpose of snow storage and for maintenance, repair and/or replacement of the driveway and utilities located in the Driveway Easement Area or adding additional improvements not inconsistent with this Easement Agreement in the Driveway Easement Area."*

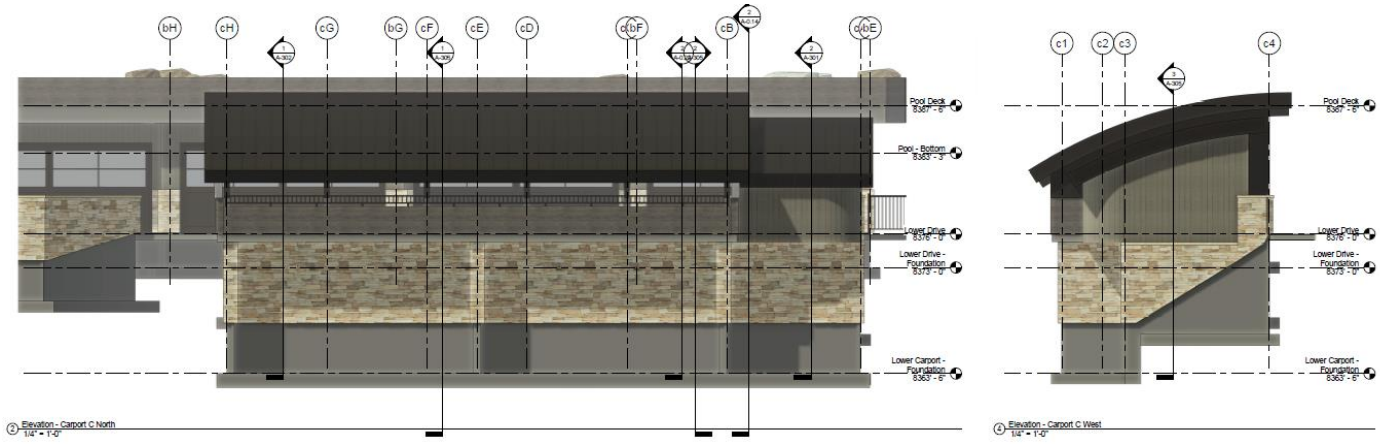
The first excerpt allows "all forms of surface travel" within the Driveway Easement Area, which includes pedestrian travel and improvements related thereto, as provided for in the following language contained in paragraph 3…"*Grantee may perform such road and/or entranceway improvements from time to time at its sole expense.*" These provisions apply to the area highlighted in amber in the image below, which includes the triangular area between the upper and lower drives. As you can see, this covers a large portion of the proposed pedestrian path. The excerpt from Paragraph 2 of the Agreement addresses the uses allowed within the area outside of the Driveway Easement Area. This includes everything outside of the amber-highlighted area and inside the dashed line on the image below. The underlined language in this excerpt allows "adding additional improvement not inconsistent with uses allowed within the Driveway Easement Area", which, as mentioned above, includes all forms of surface travel. It was Deerbrook's clear understanding that, when considered together, these provisions allowed for installation of the pedestrian path and related grading (which should be minimal), as well as other entranceway improvements, such as landscaping and signs.

While the Timbers Club letter states that they provide their "full, unequivocal support for the proposed Deerbrook Project", we continue to work them on the engineering review and other matters related to the project and will provide more information from them regarding the pedestrian path issue, if necessary. In addition, we fully expect the Timbers Club to participated in the Town's review process and expect that they will provide any further clarifications they wish during that process.

Regarding the design of the pedestrian path, the intent is that this will be a very simple 3 to 4-foot gravel path that will likely only be used in summer. The path is intended to be adjacent to the uphill side of the driveway and, as stated in the application, will have a gravel surface. The area where the path is shown on the image below is already relatively level and could accommodate the path with minimal grading. The driveway is intended to remain as it is today and will only be repaved after construction of the proposed improvements. No curb & gutter or retaining walls are proposed or anticipated along the driveway or in association with the pedestrian path. Further information regarding drainage on the uphill side of the driveway and path could be provided, if needed, or this could be addressed during the building permit review.



Regarding your question related to the retaining walls below the parallel parking spaces and Carport C, I think you may be responding to the elevations shown on Sheet A-206 (see below). The exposed portion of these walls below the stone cladding will be backfilled and landscaped as shown on the landscape plans. These walls will be clad with a stone veneer all the way to the ground, so the lower edge of the stone cladding represents the top of the finished grade. If this does not address your concern, let's discuss next week. If need be, I can have Randy Henrie join the conversation. Hope this helps!



Tim

TGMC, llc
Land Use Planning ▪ Site Design ▪ GIS Analysis ▪ Public Process

Tim Malloy, Principal
402 Park Drive
Glenwood Springs, CO 81601
Office: 970-945-0832
Mobile: 970-618-6097
tim@tgmalloy.com

From: Jim Wahlstrom <JWahlstrom@tosv.com> - **TOSV COMMUNITY DEVELOMENT DEPARTMENT**
Sent: Friday, June 2, 2023 11:53 AM
To: Tim Malloy <tim@tgmalloy.com>; John Howard <johnhoward@willowcreekms.com>
Subject: Deerbrook THs Prel Plan

Hello Tim,

We have gotten the application referred to the referral agencies as of May 30, and have requested written review comments by June 30.

After reading through the new private driveway easement agreement, we are wondering how the planned off-site walkways and connections from the Deerbrook property to Ridge Road would be physically accommodated if the language in the agreement doesn't specifically reference it or show the walkways in the exhibit. It seems the area outside the roadway is reserved for specific uses, and a walkway might need some regrading or retainage to accommodate it, if even allowed under the easement agreement other than a reference to 'surface travel.' If the applicant feels it is addressed in the agreement, then pinpoint the language and/or the exhibit graphic where you think it is allowed.

However, the walkway connection was an item the Applicant agreed to or acknowledged during the sketch plan review. I think we are going to need some further detailing of the walkway design, cross-sections, how re-graded, surface treatment, curb & gutter, retainage, etc. re: how incorporated. We'd like to know in advance if the adjacent owner is in concurrence with the proposed off-site walkway. Their letter of support does not reference the proposed walkways.

I was also viewing the lower portion of the northerly retaining wall for the parallel parking spaces and the carport (at least in profile view). It didn't appear that these walls, below the stone cladding had any design detailing, unique art or finished cladding that I could tell (pursuant to the prior issues addressed), unless I'm looking at a different drawing or perspective, or not visualizing it correctly.

Jim

Town of SNOWMASS Village
Jim Wahlstrom, Senior Planner, AICP
Town of Snowmass Village
P.O. Box 5010, 130 Kearns Road
Snowmass Village, CO 81615
p. 970.923.5524 ext. 635
jwahlstrom@tosv.com

From: Jim Wahlstrom <JWahlstrom@tosv.com> - **TOSV COMMUNITY DEVELOPMENT DEPT, 2ND ROUND COMMENTS**
Sent: Wednesday, July 5, 2023 11:05 AM
To: Tim Malloy <tim@tgmalloy.com>; John Howard <johnhoward@willowcreekms.com>
Cc: Dave Shinneman <dshinneman@tosv.com>
Subject: Deerbrook THs Prel Plan - CDD & other review comments

Hello Tim, John,

We are in the process of collecting review comments from affected town departments, districts, and other referral agencies. Attached are comments received this far. We may forward these comments to the Planning Commission and Town Council for reference during the joint meeting presentation by the Applicant on July 17. This may include a summary staff report update (likely addressing the code's Preliminary Plan's Review Intent and Issues portion first considering the secondary directive resolution that is required); however, this meeting is not intended to be an evaluation review, but for application presentation only. We will subsequently follow up with a complete compliance report during their separate reviews.

Below are additional Community Development Department comments, although most of our comments, findings and recommendations will be included in the upcoming staff reports to the Planning Commission and Town Council, intended for their separate evaluation reviews later.

Geology. After reviewing the geologic report information in the main Engineering Report, we cannot find specifically where the code standards in Section 16A-4-50 below have been met if this could be further addressed. This is with the understanding that the 30% slope conditions on the property may have been man-made. It seems important to have this in hand prior to proceeding a Final Plan stage, in particular that the report under, 'Geologic Setting and Hazards,' states: "*Based on our field investigation, observations, and experience, we believe the potential for slope instability exists at the subject site*." Also, it states under the 'Sub-excavation and Structural Fill' and the 'Foundations' sections: "*The fill and natural sandy clay soil have significant potential for differential movement under building foundation loads. Furthermore, supporting buildings on variable subsurface conditions increases the potential for differential movement*."

> *(e) Avoid Activities Which May Affect Stability on Slopes Greater Than Fifteen Percent (15%). Development activities that decrease the stability of any slope that is greater than fifteen percent (15%) shall be avoided. These activities include, but are not limited to, activities that add water to a slope, activities that add weight to the top of a slope and activities that steepen the existing grade of a slope*.

As per the report, a condition will likely be drafted in the decision-marking documents later indicating that a representative of the applicant's geotechnical team should be called to observe conditions in the bottom of sub-excavated areas and to verify that their recommendations are being implemented, including the area around the new pool and the foundation drains around the below-grade areas of the buildings.

Pedestrian circulation. The connecting pathway off site should be a hard surface path for snow removal and ease of pedestrian movement to other areas within the neighborhood, if applicant confident that this can be added under the private access agreement.

Signs. If another entry or project sign is proposed, it should be located on the Deerbrook property and meet the 10-foot setback from the property line. An off-site monument sign seems redundant if residents/guests already know they have arrived at the site via the directional way finding and project identification markers at the Ridge Road entrance.

Landscaping. Additional landscape and plant material buffering is recommended for the carport structure on the north side, while maintaining compliance with the fire protection and wildfire hazard code provisions.

Emergency Access. The fire district at the Town's Development Review Team meeting on June 15 requested removal of the center landscape planter in the middle of the cul-de-sac to improve access for emergency vehicles.

Let us know if the applicant wishes to meet and discuss the comments or reply and/or submit any supplemental information which could then be forwarded to the town decision making boards during their separate reviews after the joint meeting presentation.

Jim

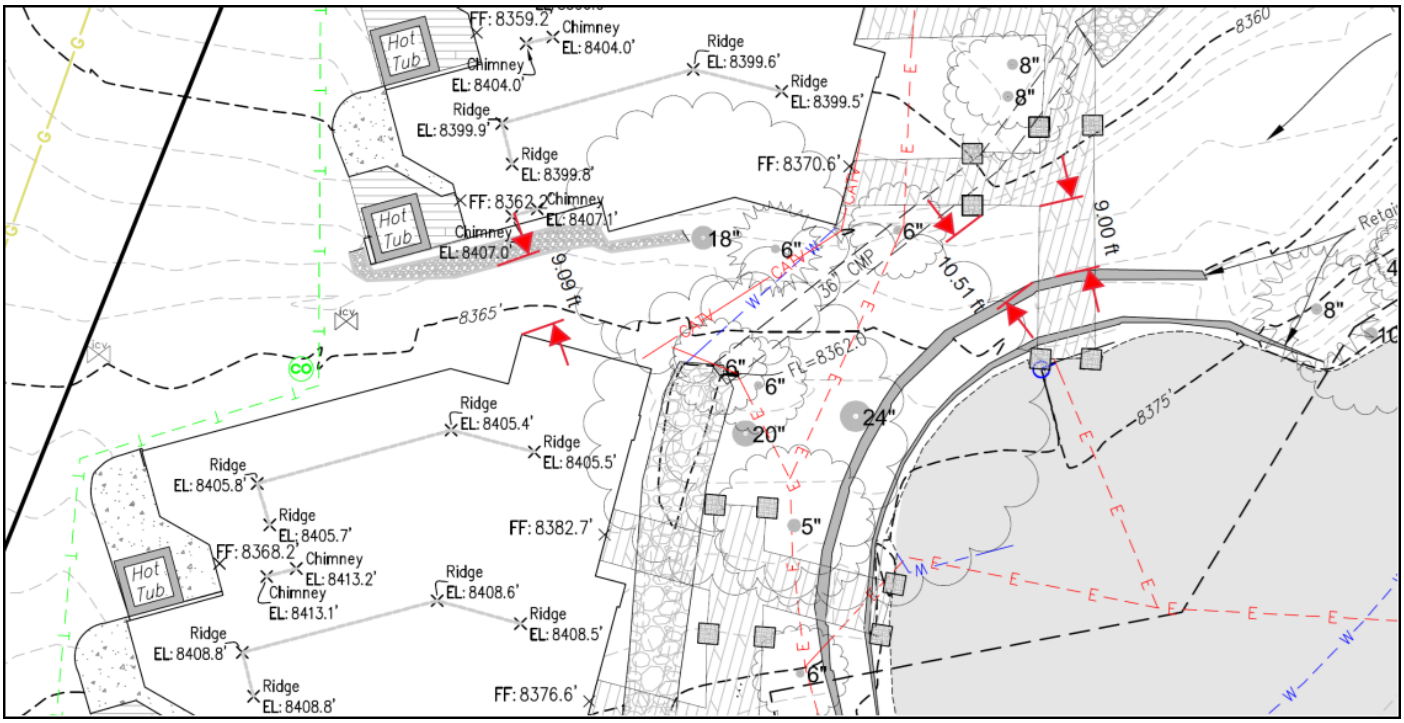
Jim Wahlstrom, Senior Planner, AICP
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P.O. Box 5010, 130 Kearns Road
Snowmass Village, CO 81615
p. 970.923.5524 ext. 635
jwahlstrom@tosv.com
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From: Tim Malloy <tim@tgmalloy.com> - **APPLICANT'S 2ND RESPONSE TO REQUESTED PUBLIC TRAIL EASEMENT**
Sent: Friday, July 7, 2023 2:48 PM
To: Jim Wahlstrom <JWahlstrom@tosv.com>; John Howard <johnhoward@willowcreekms.com>
Cc: Dave Shinneman <dshinneman@tosv.com>
Subject: RE: Deerbrook THs Prel Plan - CDD & other review comments

Hi Jim. A couple more thoughts related to the requested summer-only public trial easment along the Ski-Back Trail. The rationale given by Andy in his June 16th email for requestsing the easement is that it would allow additional fire and safety access to the site as well as additional trail connections throughout Town. I addressed the impedements to the trail connections rationale in my prior email. Regardin fire and safety access, the excerpt from the Existing Conditoins Survey below shows how narrow this corridor is when you measure the distances between the existing buildings, drainage swales, retaining walls, and the components of the elevated walkway system. The width is only nine feet in some places and there are mature trees in this area as well. Also, I believe the clearance under the elevated walkway at the point where it passes over the Ski-Back Trail is less than ten feet. The photograph below is taken from the Ski-Back Trail looking toward the elevated walkway and the space between Buildings B and C beyond. There clearly is not adequate room for fire equipment or emergency service vehicles through this corridor.

I'm still looking at the other staff comments you provided and will respond shortly with any questions or thoughts on those.

Tim





TGMC, llc
Land Use Planning ▪ Site Design ▪ GIS Analysis ▪ Public Process

Tim Malloy, Principal
402 Park Drive
Glenwood Springs, CO 81601
Office: 970-945-0832
Mobile: 970-618-6097
tim@tgmalloy.com

From: Tim Malloy <tim@tgmalloy.com> - **APPLICANT'S 1ST RESPONSE TO REQUESTED PUBLIC TRAIL EASEMENT**
Sent: Thursday, July 6, 2023 5:57 PM
To: Jim Wahlstrom <JWahlstrom@tosv.com>; John Howard <johnhoward@willowcreekms.com>
Cc: Dave Shinneman <dshinneman@tosv.com>
Subject: RE: Deerbrook THs Prel Plan - CDD & other review comments

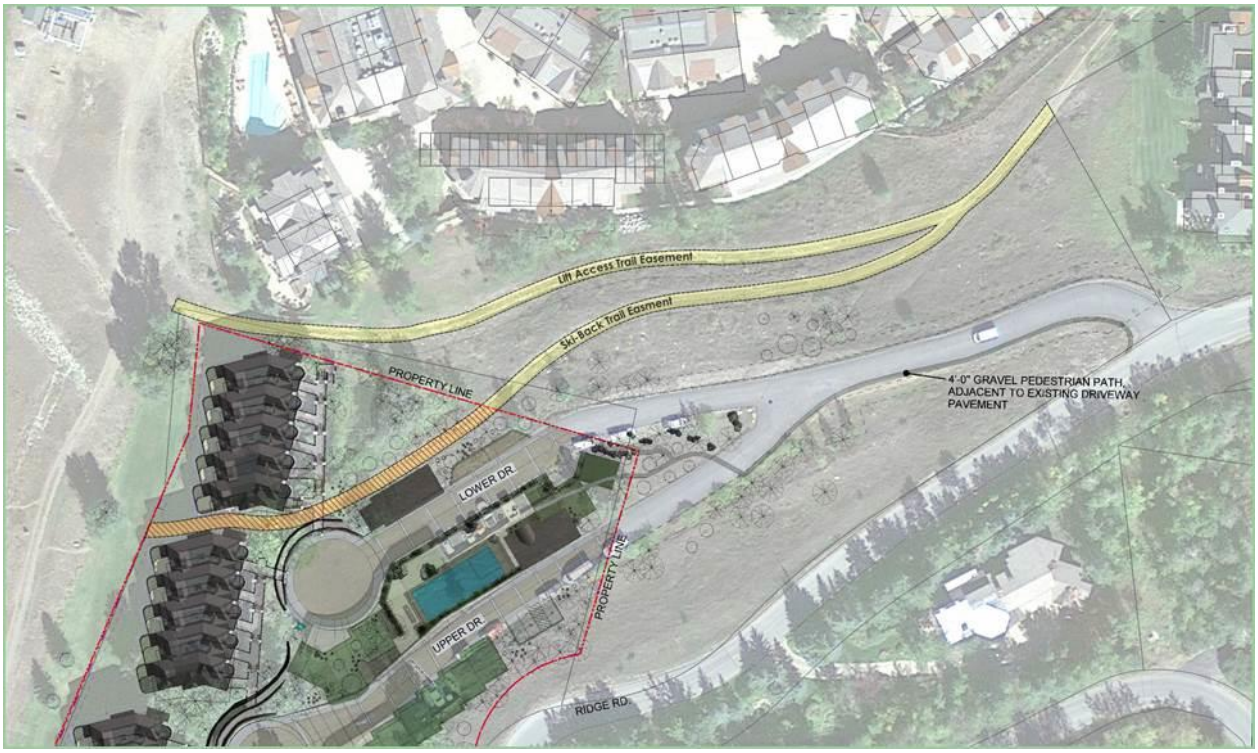
Thanks Jim – I'll look over the comments and get back to you about questions and whether we will be submitting any supplemental information and when.

One item which popped out at me right away is that POSTR seems to be asking for a summer-only, 20-foot public trail easement through the Deerbrook property along the ski-back trail alignment. Such an easement would be impractical for several reasons. First, according to the Ski Easement Agreement (Book 511, Page 673), the existing 10-foot "Skier Return Easement" starts at the Deerbrook property line and terminates at the property line between the Ridge and Timbers Club property as shown below. As a result, this easement wouldn't provide access to any public road or other public trail or access easement, other than for skiing. Further, Deerbrook could only grant a short segment of this easement (red cross hatched segment in the images below) since the remainder of the easement traverses Timbers Club property. In addition, the requested 20-foot easement, which is depicted in the second image below, would encumber portions of Deerbrook Buildings B and C, part of the proposed Lower Carport, a portion of the existing retaining wall and two of the supports for the existing elevated walkway system. There simply isn't room for a 20-foot easement through this area.

In addition to these physical impracticalities, Deerbrook has significant concerns regarding liability, privacy and potential vandalism associated with allowing public use of a trail which his within a few feet of Buildings B and C. The current skier return easement is acceptable because it's only utilized by residents of the Ridge Townhomes.

It was our understanding from the Sketch Plan Review process that the Town was interested in pursuing a public trail along the south side of the Deerbrook property on the adjacent SkiCo land. Is it the Town's intent to seek both trails? Deerbrook continues to support the south trail alignment but is opposed to a public trail easement along the Ski-Back Trail alignment, particularly if the Town intends to seek a public trail along the south side of the Deerbrook property as well.

Existing Ski-Back Easement



Requested 20-Foot Public Trail Easement



Tim



TGMC, llc

Land Use Planning ▪ Site Design ▪ GIS Analysis ▪ Public Process

Tim Malloy, Principal

402 Park Drive
Glenwood Springs, CO 81601
Office: 970-945-0832
Mobile: 970-618-6097
tim@tgmalloy.com

From: Tim Malloy <tim@tgmalloy.com> - **APPLICANT'S 3RD REPLY RE: PUBLIC TRAIL EASEMENT**
Sent: Friday, July 7, 2023 9:53 PM
To: Jim Wahlstrom <JWahlstrom@tosv.com>; John Howard <johnhoward@willowcreekms.com>
Cc: Dave Shinneman <dshinneman@tosv.com>; Andy Worline <AWorline@tosv.com>; jmeJMele@roaringforkfire.org; jjc@mountainlawfirm.com
Subject: RE: Deerbrook THs Prel Plan - CDD & other review comments

Thanks for the follow-up, Jim.

Note: I've provided a simple map at the end of this email to remind everyone about the geography of the area since the discussion below is a little involved.

You didn't address whether the Town intends to continue pursuing the easement through the adjacent SkiCo land to the south, as discussed during Sketch Plan review. I think this is relevant to the question of whether the trail/emergency access easement being requested is necessary or appropriate. There's already a bandit trail on the SkiCo land, which would provide access to the Ridge Run neighborhood above, as well as to Deerbrook.

Also, the easement being requested on the Deerbrook property is of no use without also obtaining similar easements across the Timbers Club and Ridge properties (unless the Ridge property can be avoided by realigning the trail/emergency access to be entirely on Timbers land). The Lift Access Trail has an existing two-track road that is wider than the Ski-Back Trail and could provide access all the way from Assay Hill to Faraway Road. This alignment would achieve the dual objective of providing additional trial connections as well as emergency service access not only to Deerbrook, but to the north and west sides of the Ridge units and the south side of the Timbers Club buildings as well. Both the SkiCo and Lift Access Trail alternatives are far superior to running a substandard pubic trail easement (10-feet instead of 20) through the middle of an established residential development, especially when that easement wouldn't achieve either of the stated purposes in the email from POSTR and would require an easement across the Timbers Club, and perhaps Ridge, properties anyway.

Regarding emergency access along the Ski-Back Trail, we've already discussed the fact that emergency service vehicles could not get through from Assay Hill and so would have to rely on the Lift Access Trail either from the Assay Hill or Faraway Road sides. Once on the Lift Access Trail, I fail to see the need for emergency vehicles to continue to the Ski-Back Trail since you could manage an emergency for Deerbrook Building C from the Lift Access Trail or the lower Deerbrook cul-de-sac. For Buildings A and B, emergency service access could be provided from the upper or lower Deerbrook cul-de-sacs as in the current situation. The only time that the Deerbrook segment of the Ski-Back Trail easement would serve any emergency service purpose would be if there was a slope failure that affected the Deerbrook driveway, as in 2003, but didn't also affect the Ski-Back Trail; and there was some other event requiring emergency service at the same time. Deerbrook would be willing to grant emergency service access only along the Ski-Back Trail to address this situation, as long as this doesn't affect the quality of the skier experience for Ridge residents. However, even in this case, the Lift Access Trail would be a better solution

since emergency service vehicles could access from either Assay Hill or Faraway Road. In the event of a slope failure that blocked the Deerbrook driveway and either the Ski-Back Trail or both ski trails, emergency access from the Ski-Back Trail would not be possible, but access from either direction to the point of the slope failure, would be possible on the Lift Access Trail.

We also need to consider that the portion of the Ski-Back Trail located on the Deerbrook site would not accommodate even the smallest vehicle without significant widening (see attached photo). This would require further grading, loss of existing trees and other potential impacts on the low wooded area that provides stormwater detention for the Deerbrook property. Such grading and tree removal would further affect the skier experience along the Ski-Back Trail and could limit Deerbrook's ability to install landscaping to soften the impact of the proposed retaining walls on the uphill side of the trail. Even if the trail bed were widened enough to accommodate an emergency service vehicle, it would still be a dead-end situation requiring that the vehicle be backed out to a point where it could be turned around.

These factors would seem to indicate that the real value of the requested summer-only easement is for potential future public trail use. However, even this can't be realized without companion easements on at least the Timbers Club property, if not also the Ridge. Given this situation, why not just seek an easement from Timbers/Ridge along the superior Lift Access Trail alignment for both public trail and emergency service access, in which case, the Deerbrook segment wouldn't be needed. We have no idea whether the Timbers Club would entertain granting such an easement, but it's pointless to seek an easement from Deerbrook if they won't. However, if the Town's intent is to seek an easement from the Timbers Club in the context of some future development approval, the requested Deerbrook segment would be of little use since the Lift Access Trail alignment would provide both public trail and emergency service access. Also, not obtaining the requested easement from Deerbrook now would have no effect on the timing of when the public trail/emergency service access would be available for use since that won't occur until the companion easement(s) is obtained from the Timbers/Ridge.

Finally, consider that if the Town does acquire a public trail easement over the SkiCo property to the south, Deerbrook could end up with public use easements along its northern and southern boundaries and through the middle of the property, as shown below!

Tim



TGMC, llc
Land Use Planning ▪ Site Design ▪ GIS Analysis ▪ Public Process

Tim Malloy, Principal

402 Park Drive
Glenwood Springs, CO 81601
Office: 970-945-0832
Mobile: 970-618-6097
tim@tgmalloy.com



From: Jim Wahlstrom <JWahlstrom@tosv.com>
Sent: Friday, July 7, 2023 3:36 PM
To: Tim Malloy <tim@tgmalloy.com>; John Howard <johnhoward@willowcreekms.com>
Cc: Dave Shinneman <dshinneman@tosv.com>; Andy Worline <AWorline@tosv.com>; jmeJMele@roaringforkfire.org; jjc@mountainlawfirm.com
Subject: RE: Deerbrook THs Prel Plan - CDD & other review comments

Hello Tim,

I received both applicant replies to the trail easement request and per the attachment, which we may forward to the joint Town Council and Planning Commission meeting on July 17.
The July 17 meeting would be an Applicant presentation of the application rather than an evaluation review, but we plan to provide a summary report update addressing the Preliminary Plan's Review Intent & Issues plus the review comments received thus far and try to give them a head start for the separate evaluation reviews later. We will follow up with a complete compliance review during their separate evaluation reviews.

I think the Town desires obtaining public access trail easements in the area to begin incrementally incorporating within the area, because there seems demand to access the mountain and it could provide a beneficial secondary point of public or emergency access to within the site, especially if the access road becomes inundated again. The attached ski easement references a 10-foot width and you are right that a 20-foot trail easement would not fit between some of the existing as-built structures; although the applicant's proposed expansion of carports and parking areas also encroaches farther toward the ski easement albeit it meets the minimum setbacks under the code.

I think the Town would be able to work with a 10-foot overlaid public trail/access easement through the Deerbrook site, although I'm copying affected town staff and RFFR if they wish to chime in.

Jim

From: Sherryn Hensley <shensley@tosv.com> - **TOWN'S BUILDING DIVISION, CDD**
Sent: Monday, July 24, 2023 10:46 AM
To: Jim Wahlstrom <JWahlstrom@tosv.com>
Cc: Mike Metheny <mmetheny@tosv.com>
Subject: RE: Deerbrook Townhomes Preliminary Plan application

Hi Jim,
I have looked at the site plan from March for Deerbrook Condominiums. It looks like an amenities center is proposed.
From the plans that I am looking at, it appears that handicapped accessibility is not being addressed other than adding one handicapped designated parking spot.

The amenity area must be provided with an accessible route from the following:
Any handicapped accessible units
Any handicapped accessible parking spaces
Any bus/ shuttle drop-off areas specifically serving the property
Any required vehicle loading/ unloading areas (other than standard parking spaces)

Also where only one handicapped parking space is provided, it must meet the requirements for a van accessible spot.

Hope this helps!
Sherryn

Sherryn Hensley
Plans Examiner/ Building Inspector
Town of Snowmass Village
970-923-5524x632
shensley@tosv.com

August 3, 2023

Via E-mail: jimwahlstrom@tosv.com

Mr. Jim Wahlstrom, AICP/MPCD
Senior Planner
Town of Snowmass Village

RE: SWSD – Deerbrook Townhomes Preliminary Plan Review Comments

Dear Jim:

The purpose of this letter is to provide review comments for the Deerbrook Townhomes Preliminary Plan Application on behalf of the Snowmass Water and Sanitation District (SWSD). SGM represents SWSD as their District engineer and has reviewed the Deerbrook Townhomes project during sketch plan and have provided review comments dated June 17th, 2020, and August 19th, 2021. SGM has reviewed the preliminary plan application dated March 31st, 2023. The application was reviewed for conformance with the SWSD rules and regulations for water and wastewater. Please let this letter serve as SWSD's formal response to the Town with District concerns and/or comments for the Deerbrook Townhomes project preliminary plan application.

1. The developer must enter into a line extension agreement with the District.

2. The District can and will serve the additional water and wastewater demand required for this project.

3. SWSD will perform an EQR audit on the final construction drawings when they are ready.

4. Additional System Development Fees will need to be paid for the additional units.

5. The existing waterlines are in areas that will be demolished with the construction of this project and will not be acceptable locations for the waterlines after the project is completed. The developers engineer shall work with SGM to relocate the waterlines within the project to new easements outside of the excavation areas in an alignment acceptable to the District. The waterline cannot be located underneath snowmelt roads or within soil nail retaining wall location. The 8-inch main that goes through the property is an important loop connection with the Districts water system and must be maintained. The water lines that are internal to the property and provide water service and fire protection can be located under snowmelt and within soil nail retaining walls as shown on the drawings if they are private service lines that the District does not own or maintain. SGM will work with the developers engineer to find a water line solution that works for both the District and Deerbrook.

6. The sewer lines and services required to serve these new buildings will be privately owned and maintained lines.

7. The swimming pool proposed for this project is not allowed in anyway to connect to the District's wastewater system.

8. The storm sewer system from the roofs, roads, etc. shall not connect to the Districts' wastewater system.

If you have any questions, please call.

Sincerely,

SGM



Chris Lehrman, PE
District Engineer

Cc e-mail: Kit Hamby

TGMC,llc
Land Use Planning ▪ Site Design ▪ GIS Analysis ▪ Public Process

July 25, 2023

Town of Snowmass Village Planning & Zoning Commission Members
c/o Jim Wahlstrom, Senior Planner
c/o Dave Shinneman, Community Development Director
Community Development Department
130 Kearns Road
Snowmass Village, CO 81615

RE: Response to Staff and Referral Comment Re: Deerbrook Preliminary Plan Application

Dear Planning & Zoning Commission Members:

This letter provides responses and clarifications to the comments received from staff, outside referral agencies and neighbors in relation to the Preliminary Plan Application for proposed improvements at the Deerbrook Townhomes site located at 0381 Ridge Road. The responses also address comments made by Town Council and Planning Commission members during the July 17th joint meeting. This letter is being provided with the desire to ensure that the review process is as productive and efficient as possible.

The following summary of the comments made during the joint meeting was provided to the Applicants in an email from Jim Wahlstrom on July 18, 2023. The comments are highlighted in bold text followed by the Applicant's response.

1. **Monument sign idea. Since this was mentioned by the Applicant, it appears an amendment to the prior CMP (sic) involving the entryway signs would be in order for both Planning Commission and Town Council review as a condition with the preliminary plan review. This is because the code's sign regulations do not permit off-premise signs. Perhaps this could be processed concurrently with a Final Plan application.**

Response: This comment is referring to the Applicants' desire to incorporate a minimalist identification sign as you approach the Deerbrook property along the private driveway. The idea is to incorporate "Deerbrook" in metal letters into the face of one or more of the landscape boulders proposed in the triangular area between the upper and lower driveways (see Landscape Plan excerpt below). The design is intended to be subtle and will be relatively low to the ground in an area where the boulders are angled away from Ridge Road. The proposed sign is located in an area

where there are already existing directional signs pointing guests toward Building A (upper driveway) or Buildings B and C (lower driveway).

The entry marker would be over 300 feet from the intersection of the Deerbrook driveway and Ridge Road, and the Applicants are proposing numerous trees in the area of the boulders and on the hillside below Ridge Road. In addition, the terrain between the upper and lower driveways slopes away from Ridge Road which would provide further screening of the sign from Ridge Road. The photograph below shows the existing view of the area where the entry marker is proposed from the intersection of Ridge Road and the Deerbrook Driveway.

LANDSCAPE PLAN EXCERPT



The Applicants are working with staff to clarify the intent of the sign code as relates to the question of whether a freestanding sign can be located on a property other than the one owned by the proposer of the sign. Section 4-540(a)(5) of the Land Use Code clearly prohibits freestanding signs from encroaching into a public right-of-way. However, nothing in the sign standards prohibits a freestanding sign from being located on a premises other than the Applicant's property, as is the case with the existing Deerbrook monument sings. If it's determined that the Code does so limit freestanding signs, the Applicants will incorporate a request for an amendment to the existing Comprehensive Sign Plan (CSP) at the Final Plan stage of the review process, as suggested by staff.

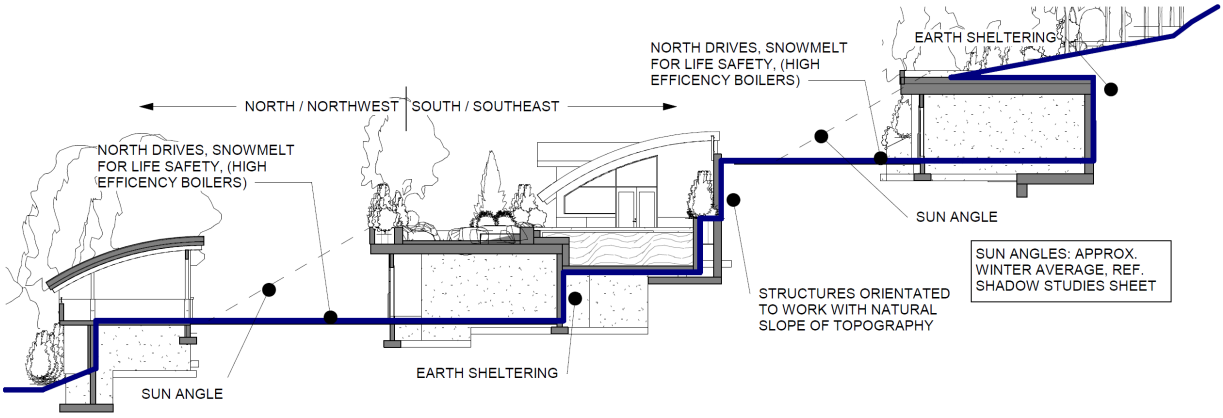
VIEW FROM RIDGE ROAD



2. **Reduction of snowmelt areas. I'm not certain this was a consensus item, but please address for the subsequent separate reviews by the Planning Commission and Town Council.**

   Response: During the 7/17 joint meeting the question was asked as to whether the area of proposed snowmelt could be reduced. The design and extent of a snowmelt system is highly site specific and, in this case, was done with an emphasis on minimizing environmental impacts and reducing project costs. There are several reasons why the Applicants' design team believe that the proposed snowmelt system, which incorporates much of the exposed hard surface, is the best solution for life safety, emergency access, the environment, and impacts to local roadways.

   The Deerbrook site is north facing which means the proposed driveways and other hard surfaces will be heavily shadowed especially in the areas immediately north of the proposed garages and the retaining wall adjacent to the pool deck area as shown in the cross section below.



2 Site Section_Earth Sheltering
1/16" = 1'-0"

In addition, this site offers little opportunity for significant snow storage given the steep terrain, existing elevated walkway system, the proposed structures and proximity of the ski-back trail below the lower driveway. The alternative to the proposed snowmelt system would be to haul snow off-site. This would result in heavy truck traffic on the public road system and the inherent associated environmental impacts (noise, air-quality, traffic, etc.). In addition, having to rely on a snow removal contractor to clear the driveways could result in extended delays for snow removal during heavy snowfalls, which would increase the time frame during which emergency service access would not be available to the Deerbrook site.

Providing snowmelt for part of the driveway is not advised since this results in drainage issues between the surfaces which have snowmelt versus those that don't. Snowmelt will cause water to runoff from the heated surface which can result in ice buildup and other drainage issues on unheated surfaces.

To reduce the impact of the proposed snowmelt system as much as possible, the Applicants are proposing to utilize a high-efficiency snowmelt boiler system; a photovoltaic system is also planned for the roofs of the existing townhome units. The proposed photovoltaic system will mitigate approximately half of the REOP requirement required in Town Code. The Applicants are also seeking off-site opportunities for additional renewable energy options to further mitigate energy consumption related to project. Despite the complications described above, the Applicants will continue to seek creative ways to further reduce impacts associated with snowmelt on the Deerbrook site.

3. **Tree removal and mitigation plans. For the subsequent reviews by PC and TC, it might assist the decision makers to share the overall numbers and total caliper/heights of trees being removed, the number of trees and total caliper / height sizes of trees remaining, and the specific mitigation plan number of additional trees and total caliper / heights sizes of trees being installed for**

comparison and contrast purposes, including the percentage of oversized trees at installation of new trees. I believe this information is already on the landscape drawings and town staff may address some of this information in the subsequent compliance analysis reports.

Response: In response to this request, Shannon Murphy provided a series of tables which are included as Exhibit A.

4. **Traffic impact analysis for the additional parking. There were concerns that the additional parking, despite no units being added, might generate additional traffic and might impact the area or nearby intersections. Town Staff will plan to address some of the historical parking and transportation impact regulations in the upcoming reports, and Section 16A-5-340(c)(2)o, 'Transportation impact analysis' states:**

   "The Planning Director may, however, waive this requirement for proposed development that contains less than five (5) dwelling units, or less than two thousand (2,000) square feet of nonresidential space, or an addition to a ski area if it is determined that the transportation impacts generated by the development are negligible and that requiring a detailed analysis is not warranted."

   Since more than 2,000 square feet of nonresidential space is being added, then the applicant should provide a transportation impact report addressing the code criteria for this subsection. It shouldn't have to be as extensive as the ones prepared for projects proposing additional units and/or commercial space. Also, if the applicant could provide information that the current parking provisions might have been insufficient over the past 30 years to meet demand, this might assist with the review as well; or other ways to further reduce parking demand or traffic impacts, like additional trail / walkway connections to other areas or to transit stops or shared vehicles and bicycles.

   Response: This was discussed during the pre-application meeting for the Preliminary Plan review and the pre-application summary includes the following language on this issue (see Exhibit 17 of the Preliminary Plan Application for the full Pre-application Conference Summary).

   "<u>Transportation impact analysis</u>. Describe that no new units are proposed and show there is less than 2,000 square feet of nonresidential structures per the code thresholds. Garage are considered accessory structures. If the case, no TIA is needed."

   Based on this direction, the Applicants included the following discussion in the Preliminary Plan application (page 41) in response to Section 16-A-5-340(c)(2)(o) of the Code (code language is in bold).

(9) Transportation impact. How many vehicle trips will be generated, and what is the anticipated public transportation ridership from the proposed development? What is the capacity of the intersections that the proposed development will impact? What will be the impacts of the proposed development on the Town's public transportation system, road capacities and parking facilities and how will these impacts be mitigated? What measures will the project employ to ensure that following development roadways within the Town will continue to function at the adopted level of service standard? Have roads on- and off-site been designed in a safe and efficient manner, to connect the site to other activity areas and destination points?

Response: Section 16A-5-340(c)(2)(o) of the LUDC requires all development proposals to analyze the impact of the proposal on the Town's transportation system, road capacities and parking facilities. However, the transportation impact analysis can be waived if the proposal contains less than five (5) dwelling units or less than two thousand (2,000) square feet of nonresidential space. The proposed project does not include any new residential units and the total non-residential space is 969 square feet (Fitness Building). Note that non-residential space excludes garages, carports and mechanical space. Since no new residential units are proposed there should be no change to public transit ridership or vehicle trip generation from the proposed improvements.

It's important to note that the metric used to determine a development's impacts on the Town's road network, as identified in the Transportation Impact Analysis section of the Code (Section 16A-5-340(c)(2)(o)(2)), is based on the number of trips per proposed dwelling unit. Since the proposed project does not include any new units, the conclusion of a traffic impact analysis, based on this standard, would be that there will be no increase in traffic generation.

One of the main reasons for pursuing the proposed improvements is that limited parking on the Deerbrook site results in near daily conflicts between delivery vehicles, service vehicles, and residents who are either loading or unloading vehicles in the cul-de-sac, or have parked in the cul-de-sac because service or delivery vehicles have taken the available surface spaces. This issue has created great concern over the potential for emergency service vehicles being unable to reach someone in an emergency situation due to congestion in the cul-de-sac, especially in the case of an emergency requiring more than one service vehicle. In recent years, more of the Deerbrook units have been purchased by people planning to live in the units year-round. This has exacerbated the issues and concerns described above regarding congestion in the cul-de-sacs.

Despite the fact that the Applicants believe that the proposed improvements will not result in a measurable increase in vehicle traffic, they are proposing to

construct a walking path on the Deerbrook site. The alignment of the walking path is depicted on the landscape plans in the application (Appendix A4). As an alternative, the Applicants are also committing to providing a connection from the existing elevated walkway system to a potential new trail which would run along the south side of the property on land currently owned by the Aspen Skiing Company. The Applicants agree to support the Town's efforts to obtain a trail easement over this land and to provide a pedestrian connection that would allow Deerbrook residents to access the future trail should it ever be developed. The Applicants are also willing to commit to providing a small number of electric bicycles for use by Deerbrook residents to reduce reliance on automobiles.

5. **Effects from excavation and regrading on geologic, steep slope conditions. Since the construction phasing typically starts with site preparation, excavation and foundation work, it might assist how these functions would be constructed incrementally on the site in a safe manner (i.e., in time-phased increments other than the overall construction timeline). This could include addressing whether the excavation and shoring would occur in segments horizontally and/or from top to bottom on the site; Whether the upper driveway area be worked on before the lower driveway area (or vice versa)? Or, will the affected area be entirely excavated at one time (perhaps due to utility installations)? Will the perimeter areas or structures be constructed before the middle portion of the site is finished? Will residents and guests remain on the property while construction occurs?**

   Response: The design team is still working to define the exact construction phasing due to details related to utilities, fire access, owner access, etc. The following description assumes that access will be maintained to the existing townhome units throughout construction. This means that it will be necessary to maintain access to both driveways for life safety.

   Due to the need to replace deep utilities (water), it is likely that the upper access road would be excavated and shored first. Shoring is typically done vertically in five feet, or less, increments across the proposed shoring wall. This allows each section to be shored as the cut is made. If the upper road is shored first, then we don't have to worry about shoring nails hitting the existing water line, which is within the shoring zone of the lower access. This would then allow us to put in the new water line on the lower access then begin shoring work on the lower access. Doing the upper excavation and shoring first also results in the least impacts on Deerbrook owners as there are only five units that use the upper driveway versus ten that use the lower driveway.

   Once work is done on the upper driveway, there will be a much wider bench to accommodate owners of Buildings B and C as the lower shoring work begins. Also, by shoring the upper access drive first, we begin stabilizing the hillside from the top down. As we move further into construction, additional coordination with the earth

moving contractor and the general contractor will be required to fully vet this scenario. The design team and contractor are fully committed to finding solutions that are first and foremost; safe and reduce impacts to owners and the surroundings neighbors.

6. **In addition to the above, it would assist the reviewers if the Applicant could respond to some of the other referral agency comments, such as from the Public Works Department and the Environmental consultant. The applicant should also obtain 'will serve' letters with possible conditions from the fire district and the water and sanitation district regarding the proposed changes.**

   Response: The following paragraphs provide responses to the referral agency comments received thus far. Some of these comments have been addressed separately in email exchanges with the Community Development Department staff but are provided here for convenience.

   Will Serve Letters

   Snowmass Water and Sanitation District (SWSD): The Applicants have been coordinating with the Snowmass Water and Sanitation District (SWSD) throughout the design process and have contacted them to request a will-serve letter. Unfortunately, the letter was not available at the time this letter was prepared, but we've been informed that it should be available prior to the August 2nd Planning Commission meeting.

   Roaring Fork Fire Rescue Authority (RFFRA): The project design team discussed the proposed project, as well as existing site conditions, with the Fire Marshall during the design process. The following is an excerpt from the Preliminary Plan engineering Report (Exhibit 8) of the Preliminary Plan Application summarizing input received from the Fire Marshall.

   "The Fire Marshall informed us that the current cul-de-sacs and access operationally work for the Fire Department. If the cul-de-sacs were slightly enlarged that would only enhance emergency vehicle operations and set up. The proposed improvements at Deerbrook have been designed to comply with all of these recommendations and will accommodate all emergency service needs as well as day to day vehicular operations and, as mentioned above, the vertical clearances have been accounted for as well. The proposed site access geometry and length to cul-de-sac will remain the same as the existing condition. Therefore, we would assume that the firefighting strategy will remain generally the same. The Applicants will continue to work with the Roaring Fork Fire Rescue Authority to ensure that the number and location of the fire hydrants will be optimal for firefighting purposes."

The vertical clearance standard referenced in this paragraph refers to the standard in Section 16A-4-240 of the TOSV Code (Fire Protection) of designing access roads to a minimum 24' width with clearance up to 13.5'. The current proposal maintains a minimum driveway width of 25' with the required 13.5' of clearance. During the Sketch Plan process, the Fire Marshall also pointed out the slope failure that affected the Deerbrook access road in the Springs of 2003 as a concern for future emergency service access. The issue of slope stability and how to minimize the potential for such failures in the future was a key topic during the Sketch Plan review and has been addressed in detail in the Preliminary Plan Application. The Fire Marshall has also made it clear that either the existing townhome units need to be vacated during construction or emergency service access must be maintained to all buildings throughout the construction process. At this time, the plan is to allow occupancy of the units and maintain emergency service access during construction, as is discussed under the response to comment five of this letter.

The Community Development Department has referred the Preliminary Plan Application to RFFRA and we expect they will provide any comments they deem appropriate during the Preliminary Plan review process. To our knowledge, the only comment provided by RFFRA to date was a verbal comment shared during the Town's Development Review Team Meeting. They requested that the center landscape planter in the upper cul-de-sac be removed to improve access for emergency service vehicles. The Applicants would point out that this landscape island current contains a mature spruce tree which Deerbrook would like to preserve. However, the Applicant will comply with the Town's wishes regarding this matter.

Public Works/Engineering Comments

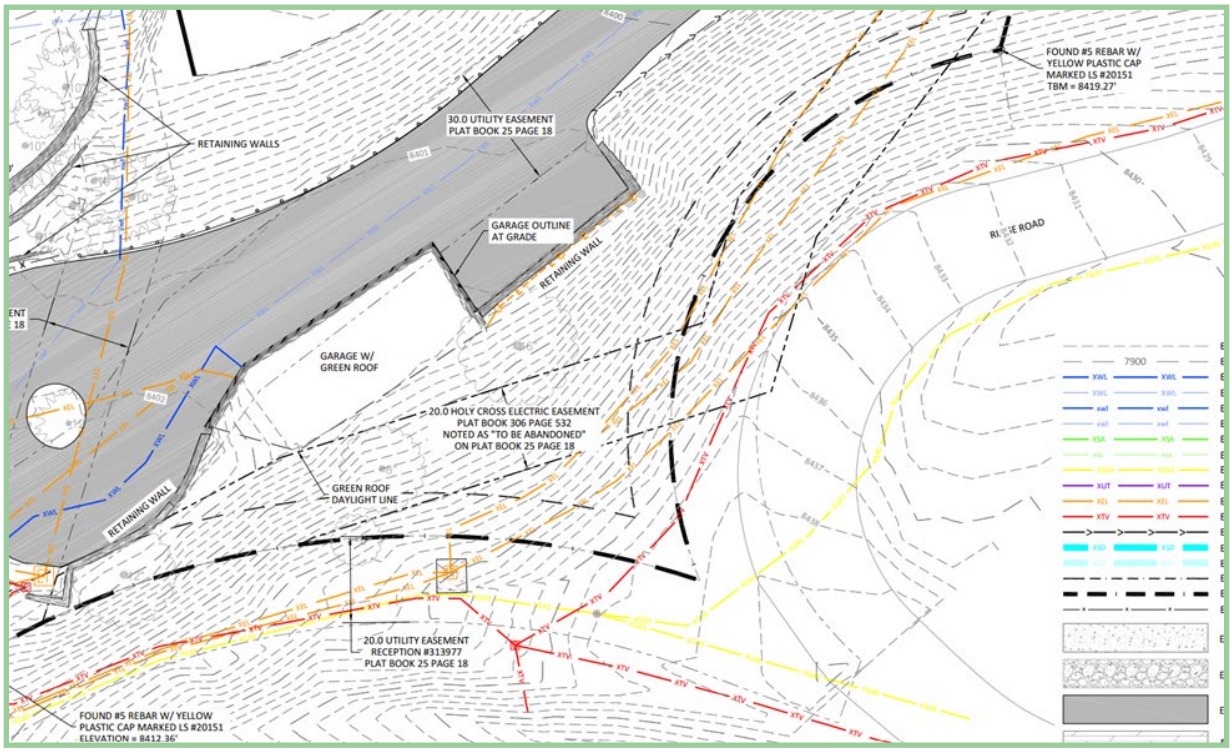
A list of 16 comments was provided by Mike Horvath, Town Engineer, in his June 29th memo. The comments cover proposed shoring, erosion control, drainage, slope stability and safety adjacent to Ridge Road as well as general comments. Nearly all these comments address very detailed or technical items and are provided as suggestions or requirements to be addressed either at building permit or at final design (Final Plan Review). As such, it would serve little purpose to get into the weeds on these comments in the context of a land use review. However, item 14 addresses an issue which was also raised during the Sketch Plan review, slope stability and safety adjacent to Ridge Road, and merits further discussion.

14. **Engineering Report**: On page 10 the report states, "This project does not does worsen conditions off of Ridge Rd." Please verify that the project will not worsen the condition adjacent to Ridge Rd and provide a report at Final Design that verifies slope stability and safety adjacent to Ridge Rd will not be decreased on any level due to the construction associated with this proposal.

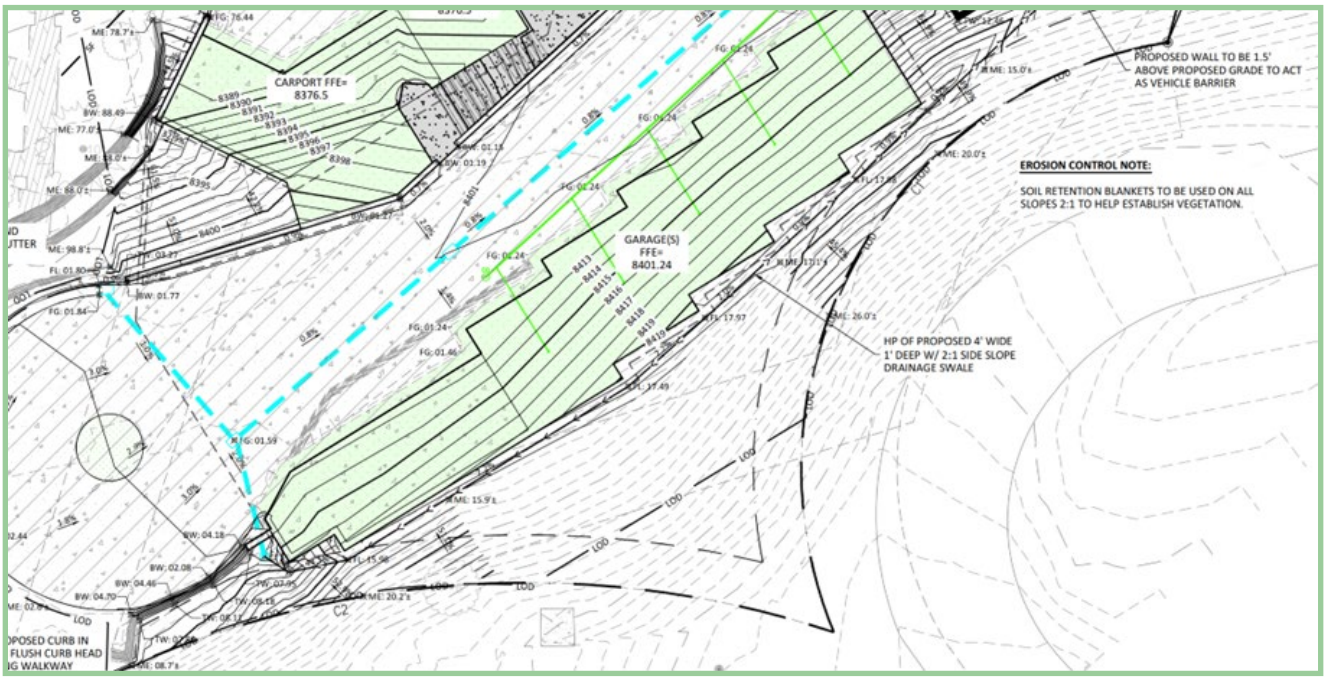
Response: To the extent that this comment is being made seeking clarification related to the typo, "does not does", we can confirm that the intent was to state that the project "does not" worsen conditions off of Ridge Road. However, if the intent of this comment was to seek more information in support of this statement, we offer the following.

The screenshots below show the existing conditions as well as our proposed design for the area nearest to Ridge Road. We've measured the slopes off the SE corner of the surface parking to the property line in the current condition. In that area, the slopes range between 50% to 60%. In the proposed design, we are reducing the slope in that area to 50% or less. Additionally, the road is anywhere from 12 to 22' away from the Deerbrook property line and no work is being proposed outside the property line. At the apex of the turn along Ridge Road, the project/property is approximately 11' lower than the elevation of the roadway. Given the distance between Ridge Road and the proposed grading activity, the elevation difference between the edge of road and the nearest area where grading will be occurring and the fact that we will be reducing the angle of slope on the Deerbrook property below Ridge Road, it's the opinion of the project engineer that the proposed project will slightly improve slope stability conditions in this area, post construction. Finally, by installing the soils nails and foundation walls associated with construction of the upper garages, we believe we are providing additional support for the roadway and therefore improving the long-term slope stability conditions for the roadway.

Existing Conditions



Proposed Design



Environmental Consultant Comments

Tom Dunlop provided updated comments under the categories of construction management, water quality, storm water discharge, air quality and general. Mr. Dunlop found the information provided with respect to the CMP, water quality (Brush Creek Impact Report) and storm water discharge to be acceptable and to address the comments he provided for the Sketch Plan review. However, he noted that more detailed information will be expected at Final Plan or Building Permit review and that construction monitoring should be required to ensure issues like noise, water quality and snow handling meet the performance standards described in the Preliminary Plan Application.

Under the General heading Mr. Dunlop asks whether there will be a floor drain in the pool mechanical/storage room and where that drain will discharge. He also asked how space ventilation of this room will be handled in the event that any pool chemicals are spilled or otherwise mishandled. The pool mechanical/storage room is provided in the subgrade space behind Carport B and Garages B1 and B2. This is considered interior space and it's presumed that this would discharge to the sanitary sewer system as would be typical for interior floor drains. However, Applicants will follow all appropriate building codes with regard to this drain. Every effort will be made to thoroughly clean any spilled chemicals to minimize the amount of such chemicals being discharged into the floor drain.

Ventilation for the mechanical/storage space will de done in accordance with the appropriate building codes. One of the likely solutions for exhausting the air from this space will be to install an exhaust pipe through the roof at allocation in the landscaped area above where it would not be visible and would have no impact on Deerbrook residents or visitors.

Parks, Open Space, Trails and Recreation Comments (POSTR)

POSTR made a single comment related to the Deerbrook Preliminary Plan Application, which was a request for a summer only trail easement along the Ski-Back Trail through the Deerbrook property. For several reasons, which have been discussed in detail in the email exchange that occurred between the Applicants' representative and the Community Development Department staff, Deerbrook is firmly opposed to this request. Since the email string on this topic has already been shared with the Planning Commission and Town Council members, as part of the packet for the joint meeting, we won't repeat that information here but have simply listed the reasons for our objections in bullet point form below.

- The requested easement would be of no use unless companion easements were obtained across Timbers Club and Ridge property.
- The easement would not provide additional fire and safety access, as stated in the comment from POSTR, due to the distances between Building B and the drainage swale adjacent to Building D and between the support pillars of the elevated walkway system and the retaining wall supporting the lower cul-de-sac. Also, overhead clearance associated with the elevated stairway system between Buildings B and C is ten feet or less (see photo below).
- A public trail within this easement would come within a few of the private outdoor patio/hot tub of Unit C1, which raises significant privacy and vandalism concerns.
- There are other better options for providing public trail connection in the area, including one which was identified by POSTR during the Sketch Plan review, and with which the Applicants have agreed to participate. This is the option of seeking an easement from SkiCo over the land to the south of the Deerbrook property where a bandit trail already exists.
- In order to accommodate any vehicular access, even up to, but not under, the elevated walkway system at Deerbrook, it would require significant widening and improvement of the trail bed. This would negatively effect the quality of the skier experience which Deerbrook is compelled to provide for Ridge Residents using the Ski-Back Trail under the existing skier easement.
- If Town implements a plan to provide public trail access along the Ski-Back Trail and the related Lift-Access Trail on Timbers Club/Ridge property as well as along the SkiCo land to the south Deerbrook could end up with public use easements along its southern and northern boundaries as well as through the middle of the property.



We look forward to working with the Planning Commission members on the continued review of the Deerbrook Preliminary Plan application and hope that the information provided in this letter contributes to a better understanding of the project.

Regards,

Tim Malloy, Principal
TG Malloy Consulting, LLC

Attachment: Exhibit A – Tree Removal and Mitigation Tables

CC: John Howard
Barclay Miller
Randy Henrie
Colby Christoff

Exhibit A

Deerbrook Tree Removal and Mitigation

TREES PROPOSED TO BE REMOVED

Tree #	Type	Notes	Caliper Inch	Over 14 Cal Inch
1	Deciduous		8	
2	Deciduous		8	
3	Coniferous		6	
4	Coniferous		6	
5	Deciduous	clump 8,8,8	24	24
6	Coniferous		6	
7	Deciduous	clump 8,8,6	22	22
8	Coniferous		6	
9	Deciduous		16	16
10	Deciduous		8	
11	Deciduous		12	
12	Deciduous		12	
13	Deciduous		12	
14	Coniferous		10	
15	Deciduous		10	
16	Deciduous		10	
17	Deciduous		6	
18	Coniferous		8	
19	Deciduous		8	
20	Coniferous		10	
21	Coniferous		12	
Total Caliper Inch			**220**	**62**

TREES PROPOSED TO BE PLANTED

Species		Height	Caliper	Quantity	Total Caliper
ColoradoSpruce		8'	3	11	33
		10'	4	5	20
		12'	5	5	25
		14'	6	5	30
	*	16'	7	5	35
	*	18'	8	5	40
Aspen		20'	2	30	60
		25'	2.5	40	100
	*	30'	3	10	30
	*	35'	3.5	9	31.5
Total Caliper Inch					**404.5**

* Big Mac Daddy Trees

TREES- EXISTING TO REMAIN

Deciduous and Coniferous	
Total Caliper Inch	**329**

Summary

220 Caliper inches proposed to be removed. 62 caliper inches of that total is composed of larger trees over 14" caliper
404.5 Caliper inches proposed to be planted. 136.5 caliper inches of that total is composed of Big Mac Daddy trees
329 Caliper inches of trees are existing and proposed to remain.

August 1, 2023
(revised August 2, 2023)

Deerbrook Townhome Condominium Association
P.O. Box 7045
Snowmass Village, CO 81615

Attention: John Howard
President, Willow Creek Management Services

Subject: Slope Stability and Earth Retention
Deerbrook Townhomes
381 Ridge Road
Snowmass Village, Colorado
Project No. GS06432.002-145

CTL|Thompson, Inc. (CTL|T) has reviewed architectural plans developed by Z Group Architecture (dated March 20, 2023), civil engineering plans by Sopris Engineering (dated March 20, 2023), and excavation shoring plans by RJ Engineering (dated March 13, 2023) for planned improvements at the Deerbrook Townhome development in Snowmass Village, Colorado. We reviewed the plans to provide comment regarding effects of the proposed construction on the existing slope stability. We are also providing comment on the planned excavation earth retention shoring. This letter is intended to address Town Code Standard 16A-450 (e). The Town of Snowmass Village (TOSV) standard is provided below.

Town Code Standard *for proposed development on slopes greater than 15 and 30 percent (section 16A-450 (e)) states," Avoid Activities Which May Affect Stability on Slopes Greater Than Fifteen Percent (15%). Development activities that decrease the stability of any slope that is greater than fifteen percent (15%) shall be avoided. These activities include, but are not limited to, activities that add water to a slope, activities that add weight to the top of a slope and activities that steepen the existing grade of a slope.*

Site development and construction will include installation of significant subsurface drainage systems. Drains will be installed adjacent to earth retention systems and below-grade foundation walls. Installing drain systems will result in control and lowering of the historic groundwater levels. The control and lowering of groundwater will increase the hillside stability of the site. Building construction will require excavation of soils resulting in removal of a significant amount weight from the hillside. The soils will be replaced by the building concrete, steel, and other building materials, but mostly by air. We believe the net result of mass excavation and building construction will significantly reduce the weight above the Timbers property, which will reduce driving forces that tend to cause landslides. Forces (soil weight) that resist ground movement below the site will not be removed. The result is increased stability above the Timbers site.

To protect Town and private properties adjacent to the project, temporary earth retention shoring walls will need to be installed to stabilize the existing slopes during construction. We reviewed the "Temporary Micropile and Ground Nail Walls for Excavation Shoring" plan developed by RJ Engineering and Consulting (dated March 13, 2023). The plan shows upper and lower garage earth retaining walls. The temporary shoring walls are planned to be constructed with

soil nails, micropiles, reinforced concrete cap beams, and reinforced shotcrete facing. The type of earth retention systems shown on the plans are common earth retention methods successfully used in the Snowmass Village area. We believe, that constructed per the plans, the earth retention systems are appropriate. The "temporary" design refers to the fact that below-grade building walls are designed to resist the full lateral earth pressure that develops after construction. It is critical that the drain strips shown on the plans are connected to a collector drain at the bottom of the wall.

CTL|T will be installing inclinometer casing at several locations on the site prior to the start of construction. The inclinometer casings will be installed 10 to 15 feet into the shale bedrock to detect soil movement above the bedrock surface. Inclinometer casing is designed to allow the lowering of an inclinometer instrument into the casing where data from gyroscopes inside the inclinometer can be used to determine the shape of the casing. Inclinometer readings subsequent to the initial baseline reading can detect ground movement within the soils above the bedrock. Our current agreement includes monitoring the inclinometers for ground movement prior to construction at the site. A subsequent proposal will include periodically monitoring the inclinometers during and after construction.

We are available to discuss the comments of this letter. If you have questions or need additional information, please call.

CTL|THOMPSON, INC.

John Mechling, P.E.
Senior Principal Engineer
jmechling@ctlthompson.com

Reviewed by:



Ryan R. Barbone, P.E.
Division Manager
rbarbone@ctlthompson.com

MR. AND MRS. FRANK A. TAYLOR
415 RIDGE ROAD
SNOWMASS VILLAGE, COLORADO 81615
612/747-4400
ANNE@FATAYLOR.COM
FRANK@FATAYLOR.COM

August 19, 2023

Via Email to jwahlstrom@tosv.com
Snowmass Village Community Development Department
Town of Snowmass Village Planning Commission
Attn.: Jim Wahlstrom, Senior Planner, AICP
P.O. Box 5010
130 Kearns Road
Snowmass, Village Colorado 81615

Re: Planning Commission Public Hearing Deerbrook Townhomes ("Deerbrook Proposal") and the Possible Impact upon Lot M, Parcel M, Faraway Ranch South, a/k/a 415 Ridge Road, and the Timbers Club

Dear Mr. Wahlstrom and Members of the Planning Commission:

Thank you for taking the time to review the Deerbrook application and to inspect the site. As we indicated in our previous correspondence, Deerbrook is greatly improved!

We have three issues:

- Is it possible to have a "Quiet Zone" from 9:30 p.m. until 8:00 a.m.? We can clearly hear noise from the Viceroy late into the evening. Because sound does travel, we hope noise from outside activities can be minimized;
- Would you please make sure the water drainage issues are addressed; and
- After the underground garages are built into the side hill, will it be stable?

Thank you so much.

Sincerely;

Frank and Anne

Frank and Anne Taylor

MR. AND MRS. FRANK A. TAYLOR
415 RIDGE ROAD
SNOWMASS VILLAGE, COLORADO 81615
612/747-4400
ANNE@FATAYLOR.COM

July 21, 2023

Via Email to jwahlstrom@tosv.com
Snowmass Village Community Development Department
Town of Snowmass Village Planning Commission
Attn.: Jim Wahlstrom, Senior Planner, AICP
P.O. Box 5010
130 Kearns Road
Snowmass, Village Colorado 81615

Re: Planning Commission Public Hearing - Deerbrook Townhomes ("Deerbrook Proposal") and the Possible Impact upon Lot M, Parcel M, Faraway Ranch South, a/k/a 415 Ridge Road, and the Timbers Club

Dear Mr. Wahlstrom and Members of the Planning Commission:

We are the owners of 415 Ridge Road and a fractional interest in The Timbers.

On January 17, 2022, we submitted a letter commenting upon the Deerbrook Proposal. A copy of that letter, without its exhibits, is Exhibit A, which is incorporated herein by this reference.

Yesterday, Ms. Baker and Ms. Nester of The Town of Snowmass Village ("TOSV") Staff were very helpful and forwarded many of the current plans associated with the Deerbrook Proposal. Thank you.

We have reviewed the plans and do not believe that Deerbrook has responded to the concerns raised in our January 17, 2022, letter. We also understand that Deerbrook has not completed the analysis requested by The Timbers. Exhibit B.

In addition to the issues raised in our January 17, 2022, letter, we have the following concerns.

1. During the Short-Term Rental ("STR") hearings, TOSV made it abundantly clear that TOSV wants its residents to have the quiet enjoyment of their residences.
    a. Last fall, Deerbrook construction was quite loud, with boom boxes blaring and loud shouting. Trash was left on our property and the hillsides.
        i. Indeed, it was dangerous to walk by the project.
    b. In fairness, the noise was reduced this spring and summer.
    c. Although we understand that construction is noisy, we ask that the Planning Commission direct Deerbrook to keep construction noise to an acceptable minimum.
    d. We also ask that the Planning Commission direct Deerbrook to keep trash and debris to a minimum and not on our property and the hillsides.
        i. The construction site should be kept clean.
    e. These should be short-term construction issues.

2. On a long-term basis, we ask that the Planning Commission impose certain use restrictions upon the proposed facilities such as (i) defining the time during which the pool and other outdoor facilities can be used, (ii) directing that noise be kept to acceptable levels, and (iii) directing that Deerbrook residents/renters comply with TOSV ordinances or be subject to the same fines as imposed upon homes used as short-term rentals.
    a. In this way, Deerbrook will comply with the intent of the TOSV expressed during the STR hearings and through its various ordinances.
    b. To be blunt, we do not want to be awakened at night to loud voices and parties. After all, sound travels.
3. Of course, we request that the Commission direct Deerbrook to respond to and comply with the requests set forth in Exhibits A and B.

The work done at Deerbrook to date appears to be very good and has enhanced both Deerbrook and our community.

We thank you and the Commission for your attention to this matter.

Sincerely;

Frank and Anne Taylor

cc: Msdms. Baker and Nester w/out enc.

MR. AND MRS. FRANK A. TAYLOR
1961 KENWOOD PARKWAY
MINNEAPOLIS, MINNESOTA 55405
612/803-4400

January 17, 2022

Via Email and Expedited Delivery
Town of Snowmass Village
Attn.: Town Clerk
Council Chambers
Snowmass Village Town Hall
130 Kearns Road
Snowmass, Village Colorado 81615

Re: Public Hearing and Resolution No. 3, Series of 2022, Deerbrook Townhomes Proposed Rezoning from 'SPA-1' to 'MF' with PUD Overlay (Deerbrook Proposal"); Lot M, Parcel M, Faraway Ranch South, a/k/a 415 Ridge Road; and Fractional Interest in Timbers Club

Dear Town Council:

We are owners (through Spring Valley West, LLC) of Parcel M of Faraway Ranch South and are owners of a fractional interest in the Timbers Club.[1]

On Thursday, January 13, 2022, we learned of the January 18, 2021, hearing on the Deerbrook Proposal. Since then, we have studied the various submissions and tried to better understand the Deerbrook Proposal. Although we do not fully grasp the implications of the Deerbrook Proposal, we are concerned about the impact of the Deerbrook Proposal on both Parcel M and the Timbers. Accordingly, we join in the objections raised by the Timbers Club.

Specifically, we ask:

[1] Although I, Frank Taylor, am an attorney admitted to practice in Colorado, I am not writing this letter as an attorney. We are submitting this letter as interested property owners who may be adversely affected by the Deerbrook Proposal.

Ex 2. A.

1. The Town conduct sufficient study to assure that the Deerbrook Proposal will not adversely affect Parcel M, including increased runoff or drainage on and over Parcel M;
2. There is assurance that the Timbers will not be affected by increased runoff caused by the Deerbrook Proposal, if permitted;
3. A detailed drainage analysis be conducted to assure the amount and location of drainage will not be changed and there is compliance with the Clean Water Act (assuring, too, compliance with any EIS requirements and the Waters of the United States);
4. The Village carefully examine the impact the Deerbrook Proposal may have upon snow removal from Ridge Road and whether the Deerbrook Proposal may require that snow removed from Ridge Road be deposited upon Parcel M.
5. A full and complete determination that the geologic structure of the area will not be adversely impacted by the Deerbrook Proposal and that structures on adjoining Parcels will not be adversely affected.

Although we have spent quite a bit of time studying the Deerbrook Proposal, particularly the materials on the Town's website, we simply do not understand the Deerbrook Proposal and its impact upon Parcel M, surrounding sites and the Timbers Club. Nor have we had time to interview and engage

potential experts.[2] As discussed later in this letter, some of the physical attributes of the area cannot be viewed until after the snow melts.

Drainage Impact Upon Parcel M. We see little analysis of the impact the Deerbrook Project will have upon drainage and urge the Town Council to study this issue. A portion of this study cannot be made until after the snow melts.

Before we purchased Parcel M, we studied Parcel M and the surrounding environs. We saw that there is water drainage, a small creek, running from the southwest corner of the Deerbrook development to the north through the Deerbrook development. This is most easily seen after the snow melts by walking up the hill from Assay Hill past the south side of the Deerbrook development to Ridge Road.

Attachment A, which is Exhibit 7 to the Deerbrook proposal, may help explain the issue. Page 2 of Attachment A/Exhibit 7 is a sketch of the Deerbrook Proposal. At the bottom right corner of this sketch, there are (i) two parallel lines that we have identified with an arrow and (ii) an "X" that we also identified with an arrow.

Interestingly, the lines and the "X" do not appear when the .pdf is printed. Accordingly, we have marked the locations by hand.

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[2] We are perplexed by the role of CTL Thompson, which served as the Timbers' engineering firm for some time and is now serving as Deerbrook's engineering firm.

Nonetheless, we believe this is the approximate location of the small creek. It appears that this waterway disappears under or nearby the Deerbrook development. Naturally, this water will drain down the hill to the Timbers.

If we read pages 5 through 8 of Attachment A/Exhibit 7 correctly, it would appear that the proposed new carports and new garages will be built near or upon this waterway. We would like to know the specific impact the Deerbrook Proposal will have upon drainage and its implications for nearby properties, including Parcel M and the Timbers, and whether the proposed construction complies with federal and state law.

We are concerned about drainage in the area because of certain analyses made and requirements imposed by the Town in 1997 and 1998 when the house on Parcel M was being constructed. At that time, the Town required that a detention pond of approximately 1,133 cubic feet to store runoff "that is over and above that created under naturally occurring conditions" was to "constructed entirely on Parcel M." Attachment B. This detention pond (represented in sales material to be a "water feature") was constructed and is being maintained.

The June 9, 1977, report from McLaughlin Water Engineers, Ltd. notes: "The soils from the lot are saturated clays that allow very little or no seepage into the ground, thus the installation of dry wells will not work in this area. A storage/recharge area is required to allow for the slow percolation into the natural soils and evaporation of the runoff generated from the site." *Id.*, p.3.

We have not seen a detailed soil analysis of the Deerbrook development. However, it is logical that the same type of soils that comprise Parcel M also underlie the Deerbrook development, requiring a very "detailed technical evaluation" and "detailed geologic and soils reports." *Id.*

Moreover, we simply do not have any data that addresses the impact that the Deerbrook Proposal may have upon water drainage generally and specifically with respect to Parcel M. However, it would appear that retention ponds may be warranted if the Deerbrook Proposal proceeds.

Drainage Impact upon the Timbers. From the materials submitted by the Timbers, we are now aware of a "landslide that occurred in 2003 on the Timbers Club common area" and that a possible soil shift harmed a portion of the Timbers Club last fall.

When we look at the drawings (Attachment A, p. 2), we see that several garages will be constructed within a thirty-degree slope area. Attachment C. Other buildings will be constructed on the Deerbrook development.

Has sufficient analysis been conducted to assure that this construction will not adversely affect Ridge Road and Parcel M?

Snow Removal Impact Upon Parcel M. Before purchasing Parcel M, we conducted a rather extensive visual review of the topography of Parcel M, the Deerbrook development, and surrounding parcels. We concluded that snow removed from Ridge Road was deposited in acceptable amounts on Parcel M in

large measure because a portion of the snow removed from Ridge Road was also deposited upon land between Ridge Road and the Deerbrook development.

Page 2 of Attachment A suggests that it may be difficult to place snow removed from Ridge Road west of the bend in Ridge Road as it is currently being deposited. Will some of the snow have to be deposited on the roofs of the proposed new garages? If not, will have to be deposited on Parcel M?

If additional snow will be placed on Parcel M, it very well may create a dangerous condition on Parcel M's driveway[3], possibly increasing water discharge over Parcel M and into the retention pond and creating the need for a for additional modifications.

Simply put:

i. If the Deerbrook Proposal is accepted, where will snow removed from Ridge Road be placed;

ii. If the Deerbrook Project is allowed to proceed, can snow removed from Ridge Road still be placed west of Ridge Road in the same amount that is placed today; and

iii. If not, what are the impacts of snow removal upon Parcel M?

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[3] This winter, our son, who attends West Point and is reasonably well trained in use of vehicles, slowly drove down the Parcel M driveway. He spun out at the base of the driveway because of the manner in which snow was deposited by the plows. Later during the week, my mother-in-law, who is 86, got stuck at the base of the driveway with my blind sister-in-law in the car. Again, snow removal appeared to be the issue. If additional amounts of snow are deposited on Parcel M, the situation may become untenable.

If all snow removed from Ridge Road in the vicinity of Deerbrook is placed upon Parcel M, this could possibly be a "taking". Should there be any other losses to the enjoyment of Parcel M, then Deerbrook should be responsible for those losses.

Geological Implications. Attachment C is Figure 2; 2016 Slope Analysis Map, which is made part of the Deerbrook Proposal materials. As you can see, the location of the proposed garages is in an area of at least a thirty-degree slope. In these instances, the Town has directed developers to conduct extensive study. We trust the same procedure will be followed here.

We could find no analysis in the Deerbrook Proposal materials that sets forth the method by which Deerbrook will protect Ridge Road from being damaged during or after the proposed construction of the Deerbrook Proposal. Needless to say, if Ridge Road is damaged, then Parcel M may also be damaged.

Conclusion. From our perspective, we would like assurance that the waterflow and drainage in the area will not be adversely affected and the overall stability of the hill will not be negatively impacted. We would also like to understand snow removal.

We are concerned about the implications of the Deerbrook Proposal for Parcel M and the Timbers, and trust that the Town, as it has done in the past, will undertake a very "detailed technical evaluation" and cause "detailed geologic and soils reports" to be prepared.

We thank the Town for its consideration and look forward to further discussions.

Respectfully;

/s/

Frank and Anne Taylor

From: **Kristi Gomez** kgomez@timbersclub.com
Subject: RE: DeerBrook proposal
Date: July 21, 2023 at 9:01 AM
To: Anne Taylor anne@fataylor.com
Cc: frank taylor frank@fataylor.com

KG

Hi Anne and Frank,

We are still working with Deerbrook to satisfy our concerns. While we don't oppose their development plans, we will not support it if our structural engineer doesn't approve of their plans to stabilize the hillside. That is and has always been our top concern. The easement that we agreed to with them, and both parties signed, says that they can not begin construction until the peer review is complete, and our structural concerns are addressed.

Regards,



Kristi J. Gomez – CMCA, AMS
General Manager
Timbers Club at Snowmass
PO Box 6870
0065 Timbers Club Court
Snowmass Village CO 81615
(970) 922-2406 (Direct Line)
(970) 922-2401 (Fax)
(970) 379-9031 (Cell)

From: Anne Taylor <anne@fataylor.com>
Sent: Friday, July 21, 2023 8:52 AM
To: Kristi Gomez <kgomez@timbersclub.com>
Cc: frank taylor <frank@fataylor.com>
Subject: DeerBrook proposal

Hi Kristi,
You may remember that, in addition to having a fractional ownership in The Timbers, Frank and I also own the home just south of the DeerBrook townhomes (Parcel M), and thus, are very interested in their proposed redevelopment.
If I'm reading the latest submission correctly, Timbers is now in support of the project. Is this correct? I haven't seen an email from you, or anyone representing Timbers, so we just wanted to better understand Timbers' position.
We have comments pertaining to our location along Ridge Road, and want to be assured that DeerBrook has satisfied issues raised by Timbers last year.

Thank you,

Anne Taylor

Deerbrook Townhomes Condominium Association, Inc.
P.O. Box 7045
Snowmass Village, Colorado 81615

April 4, 2023

Mr. Stan Stokes
The Ridge Condominiums HOA
c/o Mighty Mouse Management
P.O. Box 6464
Snowmass Village, CO 81615

Dear Stan,

We wish to inform The Ridge Condominiums ownership that Deerbrook has submitted a Preliminary Plan Application to the Town of Snowmass Village related to the improvements for which the Town granted sketch plan approval in January of 2022. The proposed project has been modified to address the issues and concerns identified during the sketch plan review, including those raised by The Ridge ownership related to visual impacts; the number of proposed parking spaces; development on steep slopes; and impacts to the ski-back trail. We have provided several drawings from the Preliminary Plan Application with this letter to provide Ridge Condominiums Board members and owners with an opportunity to review the current project in advance of the Town's formal land use review process.

As you know, the current proposal is to replace the existing single-stall vehicle garages with new double-stall garages and to construct a swimming pool and small fitness building over the top of the new garages. In response to comments made during the sketch plan review, the number of proposed parking spaces has been reduced from 60 to 50. The proposal also includes landscaping to screen the proposed improvements from the closest Ridge and Timbers Club units and to improve the entry experience for Deerbrook residents. In addition, the parking plan has been revised to improve the relationship with the existing ski-back trial, which would remain unaltered under the current plan. Where the approved Sketch Plan showed 14 perpendicular parking spaces along the north side of the lower driveway (adjacent to the ski-back trail), the current plan reduces the parking in this area to seven (7) spaces, including five (5) carport spaces and two (2) surface spaces. The two surface spaces were changed to parallel orientation to

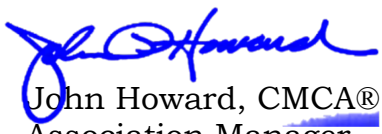
increase the distance between the ski-back trail and the retaining wall associated with these spaces. The current plan also includes trees and shrubs along the retaining wall to soften the experience from the ski-back trail. A gap was also left between the carport structure and the parallel spaces to allow additional landscaping to further buffer the retaining wall from the ski-back trail. Considering the winter use of the trial, the plant materials proposed for this area are mostly evergreen.

We would note that while the current proposal leaves the ski-back trail unaltered, we are aware that the existing grade of the trail flattens out, after it passes under the elevated walkway, which is not ideal for Ridge skiers returning home. We believe the trail could be adjusted to better accommodate returning skiers and would be willing to make these modifications as part of the proposed improvements on the Deerbrook property, if desired by Ridge residents.

We would welcome the opportunity to meet, either virtually or in person, with any interested Ridge Condominiums Board members or owners to present the project, answer any questions, and discuss the potential for improving the ski-back trail.

We have worked hard to addresses the concerns expressed during the review of the Sketch Plan application and hope that the refinements we've made to the project will be well received by our neighbors. We want to stress that although we have submitted the Preliminary Plan application, we are committed to working with The Ridge Condominiums throughout the entitlement process and hope to keep an open dialogue.

Sincerely,



John Howard, CMCA® AMS®
Association Manager

CC: Barclay Miller, Deerbrook HOA President
Tim Malloy, TGMC, LLC.

Deerbrook Townhomes Condominium Association, Inc.
P.O. Box 7045
Snowmass Village, Colorado 81615

September 6, 2023

Mr. Stan Stokes
The Ridge Condominiums HOA
c/o Might Mouse Management
P.O. Box 6464
Snowmass Village, CO 81615

Dear Stan,

We are writing to follow up on the issues identified for further action during our August 23rd meeting with the Ridge HOA Board members. First, we'd like to express our appreciation to the Board members for taking the time to meet with us and share their thoughts and concerns. The Board members who attended the meeting requested that we explore the potential for obtaining insurance to cover the cost to mitigate damage to Ridge Building #1 in the event of a slope failure that could be attributed to the proposed improvements on the Deerbrook property. They also requested that we look at further solutions to address the impacts of Carport C on the Ski-Back Trail, particularly the potential for snow shedding from the roof of the carport onto the trail. We have sought input and advice from our insurance provider and members of our project team including our attorney, architect, civil engineer, landscape architect and land planner regarding these issues, and have summarized the findings of our explorations in the following paragraphs.

Insurance Related to Slope Failure Mitigation

The Board has considered your request for indemnification and insurance for any damage to the Ridge in the event of a slope failure. While the Board shares your concerns regarding any possible slope failure, it respectfully declines to offer any indemnification or insurance for damages incurred because of any slope failure. The Board has hired a highly respected engineering firm to investigate the soils and slope stability and to provide recommendations to mitigate any possibility for slope instability as a result of Deerbrook's proposed work. Further, the Timbers Club, located directly downslope from the Deerbrook and the entity most likely to be affected by any slope instability, has

hired another highly respected engineering firm to review and collaborate with the Deerbrook's engineer in this endeavor, with the Deerbrook's blessing. The Board has no expertise in this area and will rely on and abide by the recommendations of its experts to afford the proper mitigation to protect the slope stability and Deerbrook's neighbors. Hence, the Board will not be offering any private indemnifications or insurance coverage to other entities.

Solutions for Snow Shedding & Other Issues Associated with Carport C

The Deerbrook design team met to discuss this issue and suggest the following measures to ensure that the trail user's experience is as close as possible to the current experience in terms of safety and trail useability. The factors considered by the design team include.

- Minimize the potential for snow and ice shedding from the Carport C roof onto the Ski-back Trail.
- Study modifying the grade and alignment of the trail to achieve the best conditions for moving skiers through the trail segment located on Deerbrook property.
- Avoid adding melt water to the trail surface from the Carport C roof.
- Consider the effect of shading on the trail from the Carport C structure, including the potential for creating icy conditions on the trail.
- Maintain the current ease of grooming and maintenance for the trail.
- Tailor proposed landscaping near the trail to avoid complications or obstructions for trail use, grooming and maintenance, while integrating the retaining walls associated with Carport C and the parallel parking spaces into the landscape and softening views of these walls from the affected Timbers Club units.

To address these factors, we propose a series of modifications to the design of the Carport C structure, as well as the other measures listed below.

- Study roof materials and other measures to impede snow shedding from the Carport C roof. This could include using an alternative to the standing seam metal roof material currently proposed or adding snow guards to the proposed metal roof or other measures to be determined prior to the Town of Snowmass Village Final Plan review process. One such measure might be to heat the entire roof to avoid snow buildup altogether. This approach is less attractive from an environmental perspective as it would increase the amount snowmelt surface area on the Deerbrook site, an issue with which the Town has already expressed concern, and for which the Town would need to grant approval in the development review process.
- Study adding heat tape to the lower portion of the Carport C roof to prevent ice damming and icicle development.

- Add a gutter to the north side of the Carport C roof to eliminate melt water (created by heat tape or snowmelt) from reaching the Ski-back Trail. Pipe the outflow of this gutter under the Ski-back Trial and into the existing surface drainage swale below the trail.
- Work with Ridge representative(s) to study the alignment and grade of the Ski-back Trail to achieve the best condition for skiers considering trail grade; relationship to proposed retaining walls; landscaping; and skier safety (snow shedding from Carport C, steep slope adjacent to the north side of trail, appropriate trail marking, snow fencing, padding, etc.).
- Deerbrook agrees to assist with maintenance of the Ski-back Trail during the winter season and to monitor the Carport C roof to evaluate the success of the measures listed above for minimizing impacts to the Ski-back Trail.

While we believe the measures offered in this letter address the issues identified by the Ridge HOA Board members who attended the August 23rd meeting, we are open to further suggestions and comments. We remain committed to working with The Ridge Condominiums throughout the entitlement process and hope to keep an open dialog.

Sincerely,

John Howard, AMS® CMCA®
Association Manager

CC: Barclay Miller, Deerbrook HOA President
Tim Malloy, TGMC, LLC.

From: Tim Malloy <tim@tgmalloy.com> - **APPLICANT AND TOWN STAFF CORRESPONDENCE RE: RIDGE CONDOS**
Sent: Saturday, October 28, 2023 5:28 PM
To: Jim Wahlstrom <JWahlstrom@tosv.com>
Cc: John Howard (johnhoward@willowcreekms.com) <johnhoward@willowcreekms.com>; Barclay Miller <barclay@claylorcapital.com>
Subject: FW: Deerbrook THs Prel Plan re: Ridge Condos

Hi Jim. Deerbrook has been working with the Ridge HOA Board regarding the proposed improvements described in the Preliminary Plan application. Our efforts began back in April of this year with a letter describing the changes made from the sketch plan proposal to address issues raised by the Ridge during the sketch plan process (link provided). That letter included an invitation to meet with HOA Board members and owners. Deerbrook representatives subsequently conducted a virtual meeting with members of the Ridge HOA Board on August 23rd, during which Board members expressed general support for the revised project but identified two issue that they wanted Deerbrook to explore further.

After this meeting, Deerbrook conducted additional research and analysis on these issues and followed up with a letter to the Ridge HOA on September 6th (link provided) summarizing our findings and the measures proposed to address the issues. The letter concluded with an offer to continue further discussions related to the project and the measures proposed to address the issues raised during the August 23rd meeting. To date we have not heard back from anyone at the Ridge regarding our follow-up letter.

We would appreciate it if you would include these letters in the packet for the November 6th Town Council Meeting.

Regards,

Tim

Ridge HOA Ltr_4-6-23.pdf
Ridge 8.23.23 Mtg Followup Ltr.pdf

TGMC, llc
Land Use Planning ▪ Site Design ▪ GIS Analysis ▪ Public Process
Tim Malloy, Principal
402 Park Drive
Glenwood Springs, CO 81601
Office: 970-945-0832
Mobile: 970-618-6097
tim@tgmalloy.com

From: Jim Wahlstrom <JWahlstrom@tosv.com>
Sent: Thursday, October 26, 2023 4:37 PM
To: Tim Malloy <tim@tgmalloy.com>; John Howard <johnhoward@willowcreekms.com>
Cc: Dave Shinneman <dshinneman@tosv.com>
Subject: Deerbrook THs Prel Plan re: Ridge Condos

Tim, John,

I had recent communications with the Mighty Mouse property management personnel representing Ridge Condos regarding the proposed Deerbrook THs project.
A few weeks ago, they wished to meet with town staff to overview concerns they had about the project. We suggested that we could, but since town staff does not represent Deerbrook, it might be best for them to contact the Deerbook reps directly to discuss. Otherwise, we provided them the option of submitting a letter addressed to Town Council outlining their comments.

About a week ago, they alerted us they were planning to submit correspondence, but I have not seen a letter from Ridge Condos; and if not submitted within a week, it may not make it into the packet for the Town Council review on November 6. In lieu thereof, if received later, it might be passed out just prior to the meeting and hearing on 11/6, FYI.

I wanted to let you know the status thereof and thought the applicant might wish to reach out to Ridge Condos in advance, unless already attempted earlier.

Jim

Jim Wahlstrom, Senior Planner, AICP
Town of Snowmass Village
P.O. Box 5010, 130 Kearns Road
Snowmass Village, CO 81615
p. 970.923.5524 ext. 635
jwahlstrom@tosv.com
www.tosv.com

Town of Snowmass Village

Agenda Item Summary

DATE OF MEETING:

November 6, 2023

AGENDA ITEM:

TOSV WE-cycle expansion

PRESENTED BY:

Sam Guarino, Transportation Director
Mirte Mallory, Executive Director, WE-cycle

BACKGROUND:

WE-cycle launched in Aspen in 2013 and has expanded throughout the Roaring Fork Valley, with a total of 284 bikes and 50 stations. In 2020 Snowmass Village welcomed its first two WE-cycle stations at the Club Commons and Town Park. The connection between these two stations quickly became one of the most utilized routes in the WE-cycle network. The use of WE-cycle in Snowmass Village has continued to grow steadily with the 2023 season doubling ridership of previous seasons.

Bikeshare has the potential to fill in connectivity gaps in Snowmass Village by giving users not only a first/last mile connection to transit services, but also an immediate ride between dense housing developments and the important nodes within the Town. Therefore, WE-cycle expansion could play a significant role in both advancing the town's connectivity goals and greenhouse gas emission reduction goals.

Bikeshare's potential as a first/last mile service, complementary to transit, led RFTA to include an expansion of its WE-cycle service in its Destination 2040 plan. While the Destination 2040 plan did not include bikeshare expansion within Snowmass Village, per the adopted Regional Bikeshare Plan, RFTA has included some support for WE-cycle expansion within the Town going forward.

The Regional Bikeshare Plan laid out a framework for TOSV that included a small pilot program in 2024 and then additional expansion in 2028. This plan included a mix of e-bikes and traditional bikes throughout the village.

Since that time a re-evaluation of the proposed plan has led to the conclusions that the Town's topography will require the vast majority of bikes to be e-bikes and that a pilot program that fails to create a complete network of users and nodes will likely prove unsuccessful. Therefore, a new plan is being proposed that will provide an expansion in

2025 from the existing 2 stations to 14 stations, with all additional stations having E-bikes. Because of the acceleration in timeline and careful selection of sites this 2025 expansion should also be marginally cheaper for TOSV than the planned 2 phase expansion.

FINANCIAL IMPACT:

With RFTA contributions and an anticipated FLMM Grant award from RFTA the total cost to TOSV of expansion in 2025 is estimated at $213,452 (out of a total project cost of $759,013). Operations cost would be approximately $85k per year to start (included in 2025 number above) and would increase with inflation. The first three years of operations could be offset at 50% by the RFTA FLMM grant.

APPLICABILITY TO COUNCIL GOALS & OBJECTIVES:

The proposed WE-cycle expansion meets the goals of the Community Connectivity Plan by promoting alternative modes of transportation between the nodes and housing complexes and thus lowering congestion and greenhouse gas emissions throughout the Town. It has further potential to lower parking demand in town by promoting transit use throughout the Town and the Valley.

COUNCIL OPTIONS:

1. Motion to approve the direction laid out in the 2025 WE-cycle expansion plan and authorize staff to submit a letter to RFTA indicating the Council's approval of this plan.
2. Propose amendments to the 2025 WE-cycle expansion plan.
3. Do not approve the 2025 WE-cycle expansion plan.

STAFF RECOMMENDATION:

Staff recommends that Council, move to approve a statement of this 2025 we-cycle project and direct staff to submit this letter of support to RFTA.

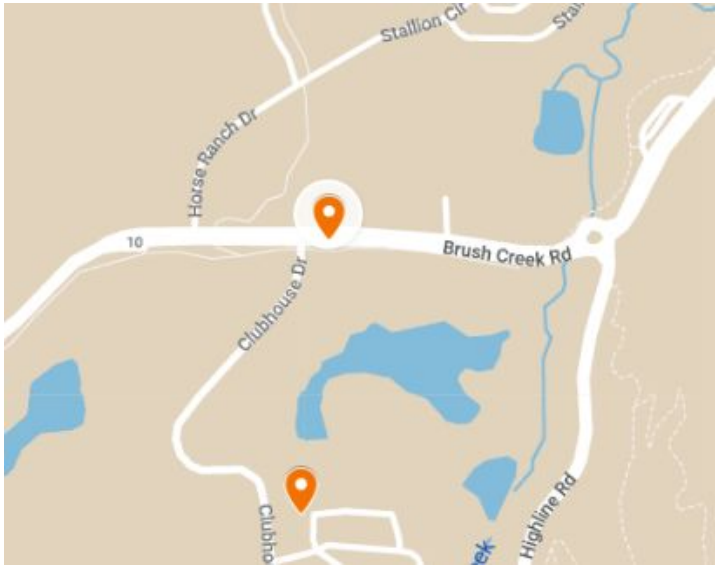
ATTACHMENTS:

1. Snowmass Bikeshare Expansion
2. 2025 TOSV WE-cycle expansion support 11 23

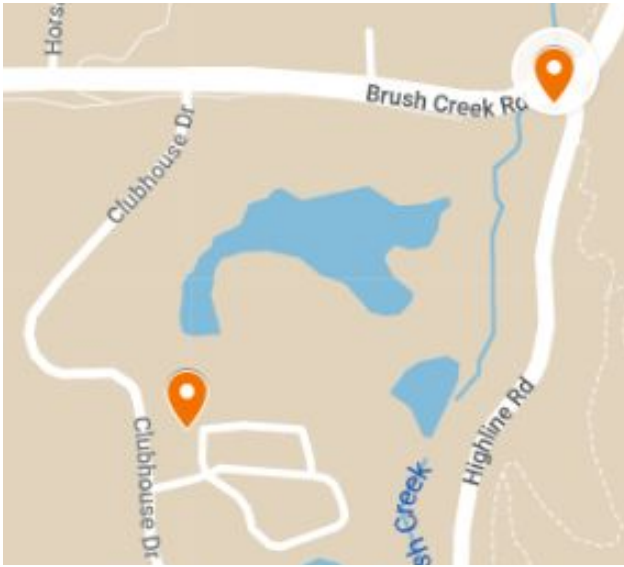
Snowmass Village Bikeshare Expansion

November 6, 2023

2023 Snowmass Village Bikeshare Overview

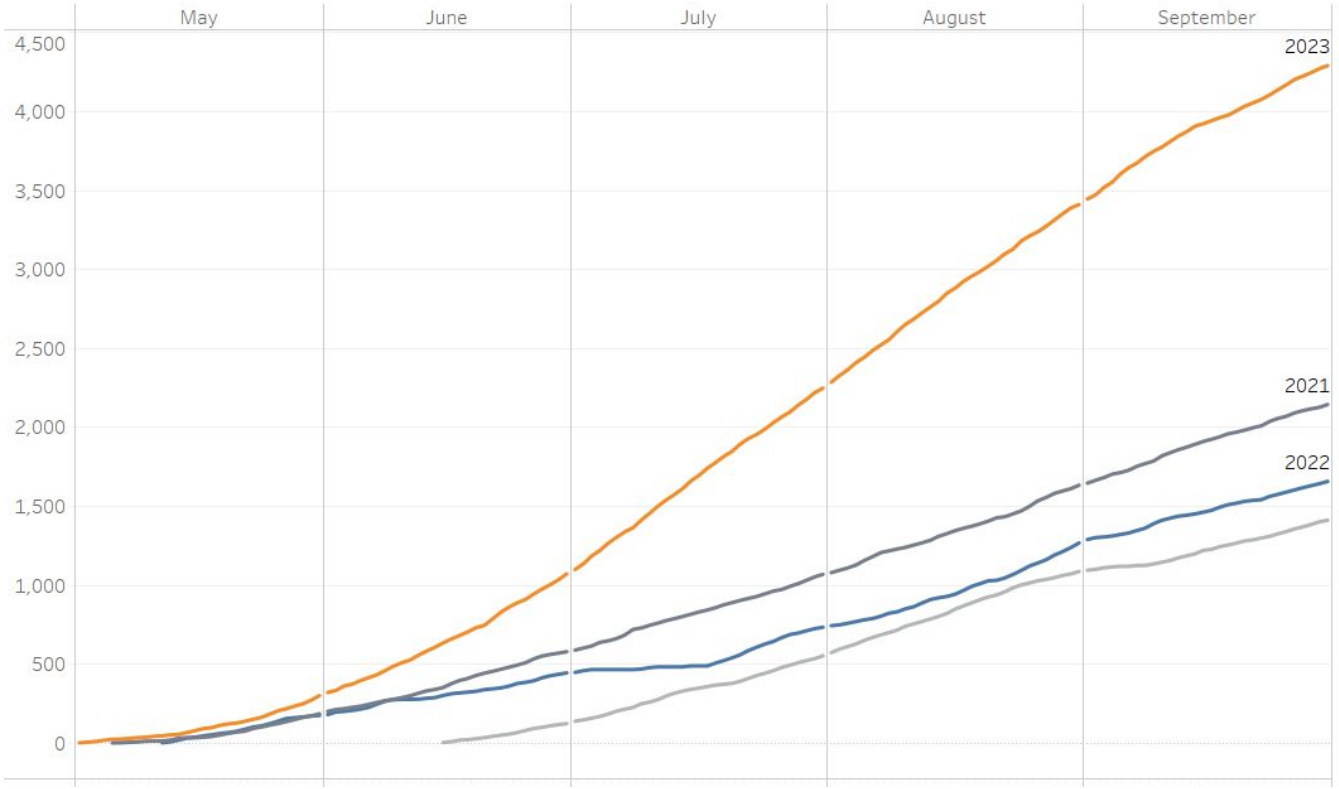


Approved bikeshare station locations



Town Park | Rodeo Lot Station Relocated to Roundabout for 2023

2023 Snowmass Village Bikeshare Overview



End of September…

>> 125% increase in rides over 2022

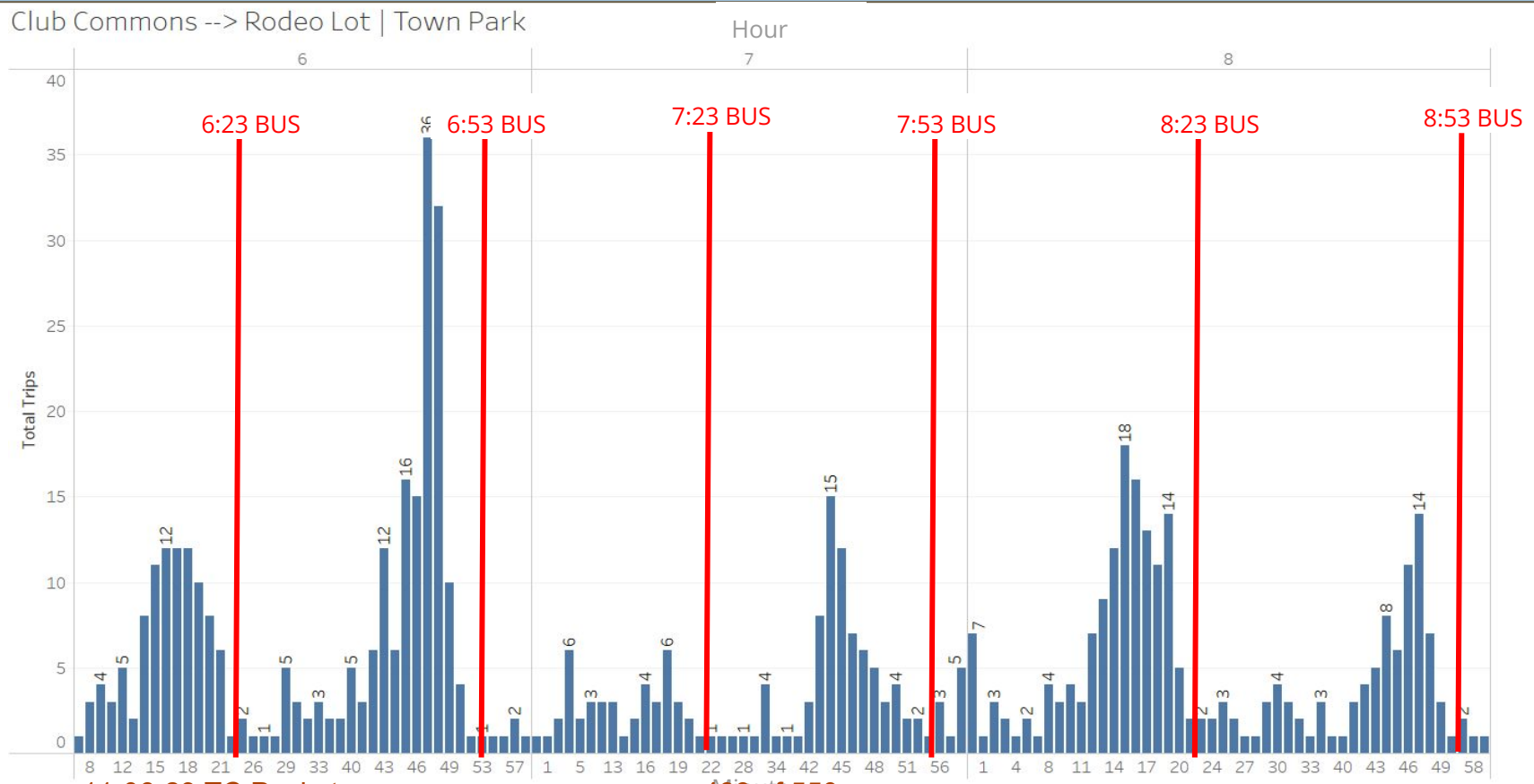
>> 247 unique riders

>> 5.06 minutes

>> #2 Most Popular Route System-wide:

- **Club Commons → Rodeo Lot | Town Park**
- **434 Trips**

Visualizing Bikeshare + Bus Connectivity



Snowmass Village Bikeshare Goals

- **PURPOSE:**
  - Transit-oriented connectivity
    - Transit for underserved/no service neighborhoods
    - First- and-last mile connection to RFTA/Local bus stops
    - 24/7, 6 months per year service
    - Rider initiated schedule/timing
    - Reduce transportation generated carbon emissions
  - Not intended for recreational riding
  - Financially viable and sustainable
- **STATION LOCATIONS:**
  - Prioritize workforce housing + commercial areas
  - Highly-visible and centrally located
  - Safety + access
    - Visibility, lighting, safe routes to/from, proximity to bike paths/lanes
  - Year-round locations, public right of way, private partnerships
    - Minimize on street locations

Regional Bikeshare MOU: RFTA + 7 Jurisdictions

FINAL 1/25/2023

MEMORANDUM OF UNDERSTANDING

REGARDING

ROARING FORK TRANSPORTATION AUTHORITY

2023 - 2028 REGIONAL BIKESHARE SERVICES

This Memorandum of Understanding ("MOU") is entered into between the following entities:

The City of Aspen, Colorado
The Town of Basalt, Colorado
The Town of Carbondale, Colorado
The County of Eagle, Colorado
The City of Glenwood Springs, Colorado
The County of Pitkin, Colorado
The Roaring Fork Transportation Authority, (RFTA)
The Town of Snowmass Village, Colorado

(collectively, the "Parties") in order to set forth the terms and conditions of their cooperative provision, administration, and funding of regional "Bikeshare Services" for calendar years 2023 - 2028. This MOU is effective as of January 1, 2023, regardless of the dates on which it is signed.

Roaring Fork Valley - Regional Bikeshare Plan



Prepared for the

Roaring Fork Transportation Authority

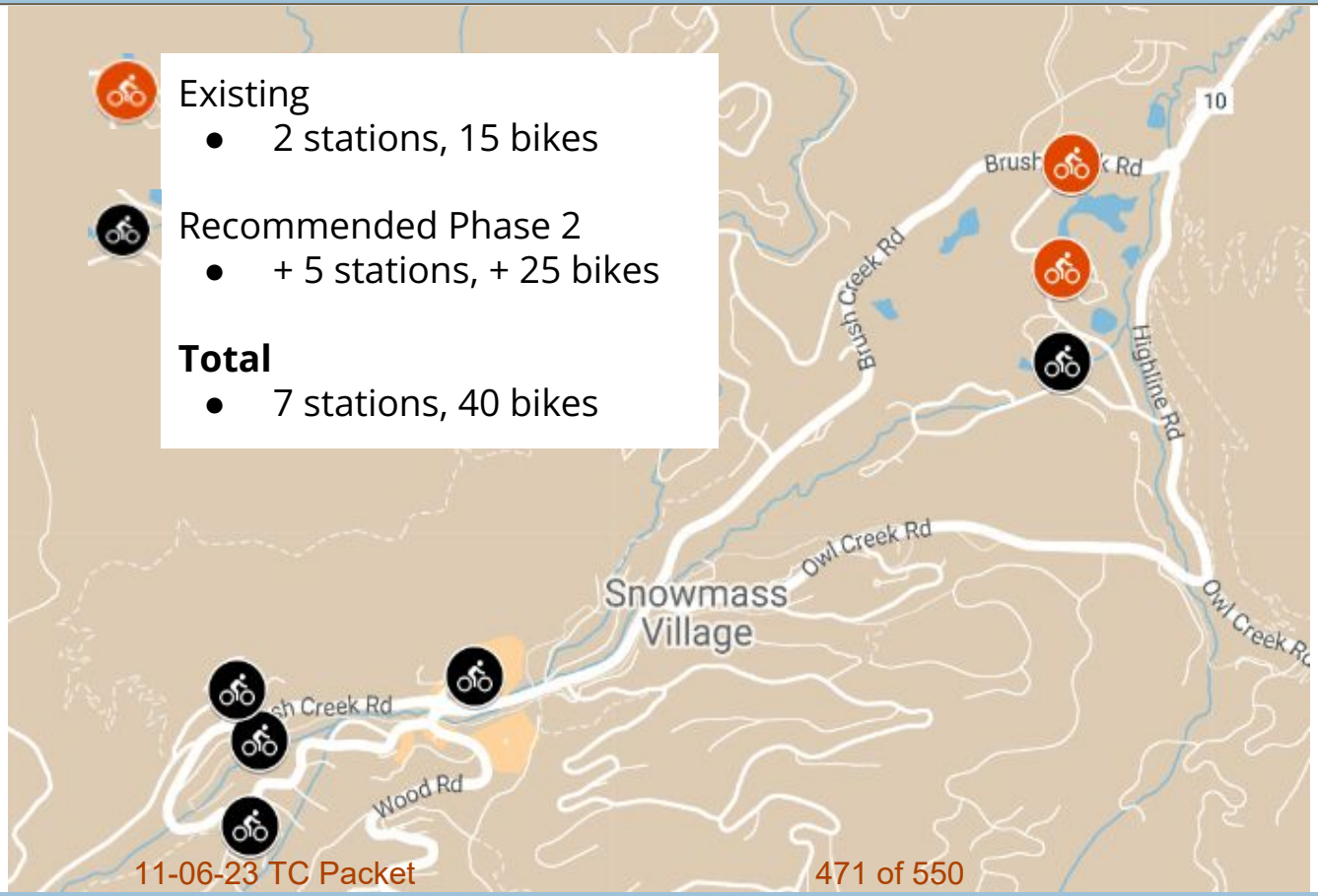
May 2022

Regional Bikeshare Plan Recommendations

Potential Stations (Cumulative)

System	Community	Existing System and Modernization	D2040 Implementation + Enhanced Upper Valley Service		Outside of D2040	
Aspen Area	Aspen	27	32	(+5)	36	(+4)
	Pitkin County	-	5	(+5)	8	(+3)
Snowmass Village	Snowmass Village	2	7	(+5)	15	(+8)
	Pitkin County	-	-	(-)	1	(+1)
Mid-Valley	Basalt	16	16	(-)	26	(+10)
	Eagle County	8	12	(+4)	18	(+6)
	Pitkin County	3	3	(-)	4	(+1)
Carbondale		-	15	(+15)	24	(+9)
Glenwood Springs		-	16	(+16)	38	(+22)
New Castle		-	-		16	(+16)
TOTAL		**56**	**106**	(+50)	**186**	(+80)

Bikeshare Plan Recommendations: Phase 2

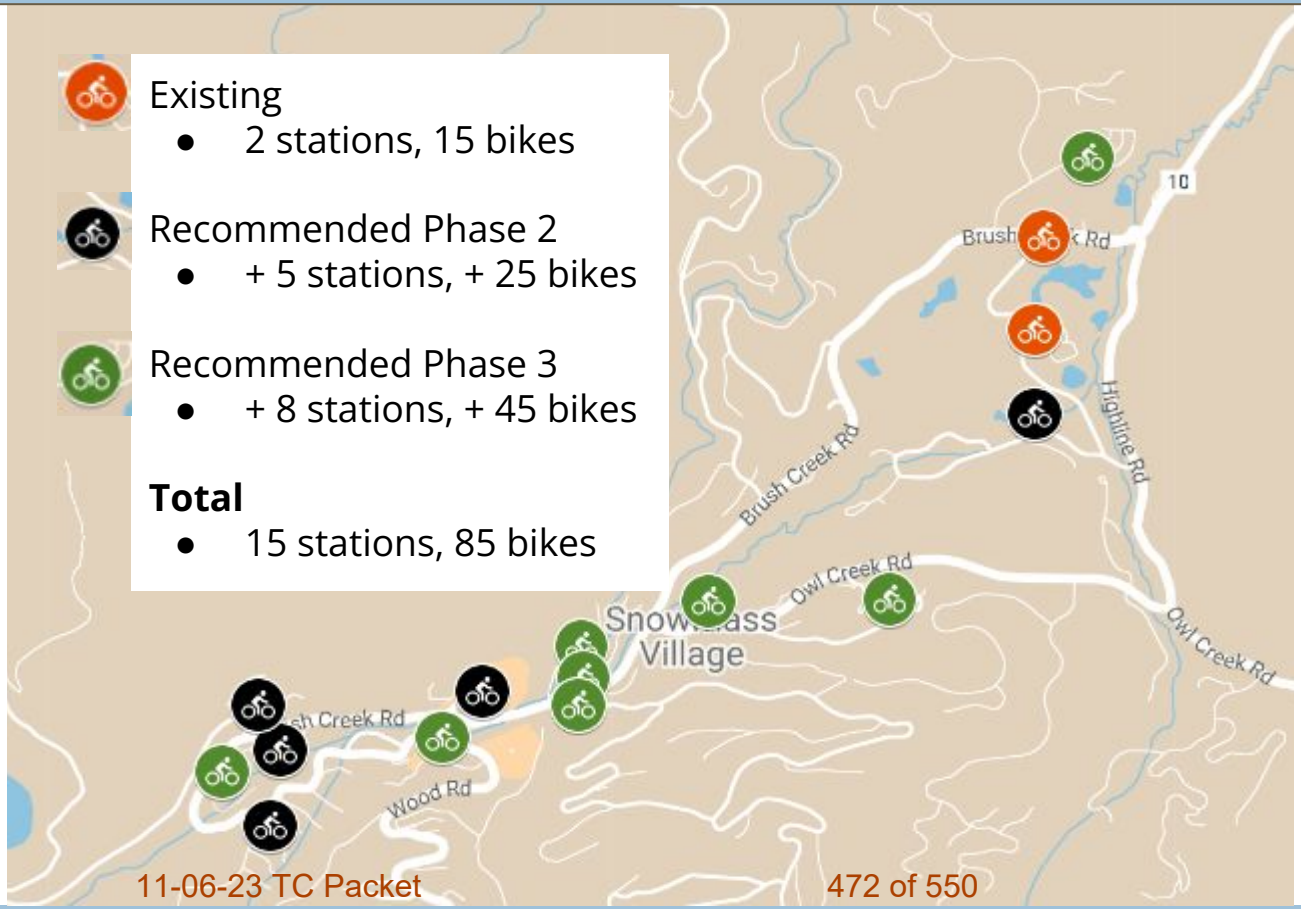


Estimated capital costs…

~$267,691

- RFTA: $214,153
- FLMM (RFTA): $26,769
- TOSV: $26,769

Bikeshare Plan Recommendations: Phase 2 + 3



Estimated capital costs…

~$561,920

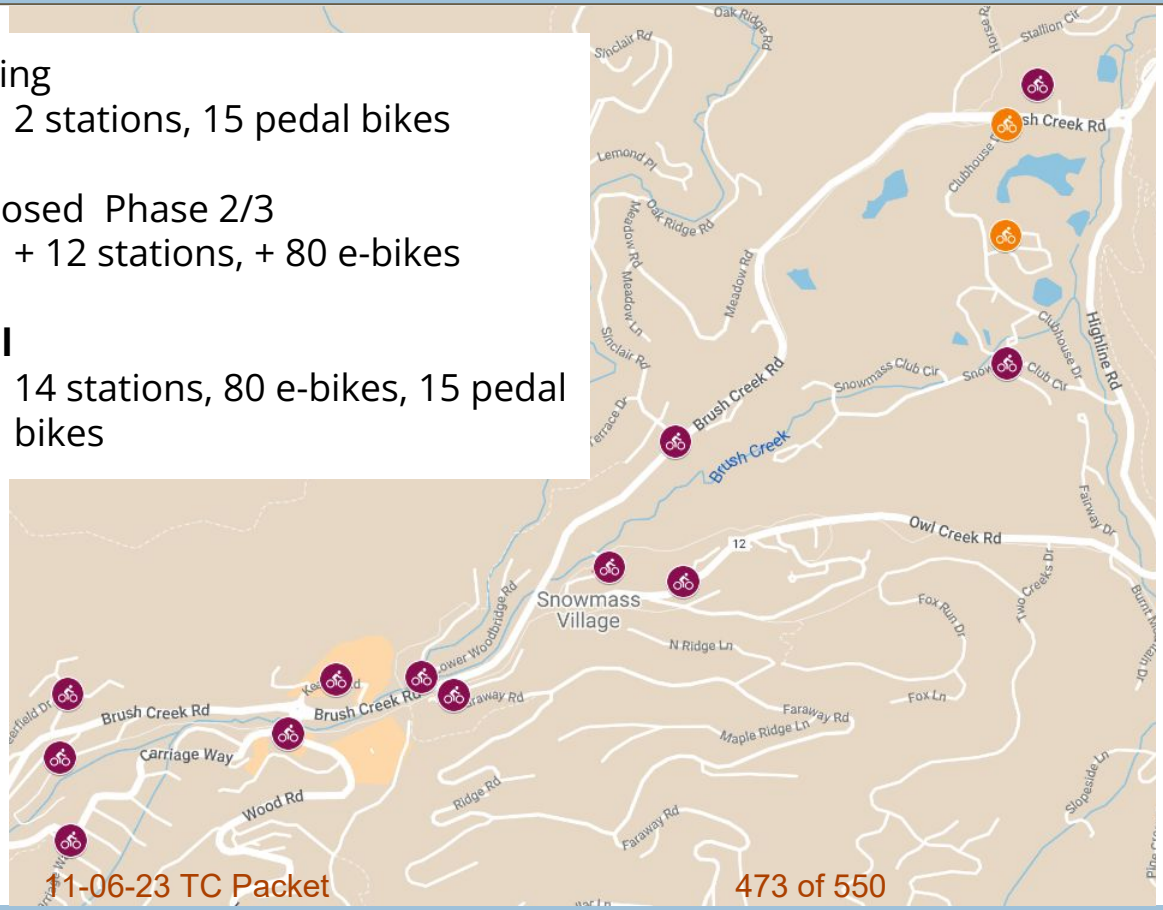
- RFTA: $214,153
- FLMM (RFTA): $173,884
- TOSV: $173,884

Recommended 2025 Snowmass Village Expansion

- Existing
  - 2 stations, 15 pedal bikes
- Proposed Phase 2/3
  - + 12 stations, + 80 e-bikes

Total

- 14 stations, 80 e-bikes, 15 pedal bikes



Estimated capital costs…

~$537,318

- RFTA: $214,153
- FLMM (RFTA): $161,583
- TOSV: $161,583

Financial Framework *(working)*

Description	Est. Total Costs	D2040 Budget	Outside of Budget	RFTA	FLMM (RFTA)	TOSV
OPERATION COSTS						
Regional Indirect Operation Costs (100% RFTA, WE-cycle, EOTC / 0% Local)						
Local Direct Operation Costs (0% RFTA/100% Local)	$85,000	$72,654	$12,346	$0	$42,500	$42,500
Local Startup Operation Costs (100% RFTA/0% Local)		$94,000		$94,000		
SYSTEM PLANNING	$48,000	$30,000	$18,000	$30,000	$9,000	$9,000
CAPITAL						
Core Bikeshare Equipment (80% RFTA/20% Local)	$537,318	$267,691	$269,627	$214,153	$161,583	$161,583
Replacement and Maintenance Equipment (80% RFTA/20% Local)	$3,695	$3,695	$0	$2,956	$370	$370
Bikeshare Support Equipment (0% RFTA/100% Local)	$85,000	$85,000	$0	$85,000	$0	0
Estimated Totals	$759,013	$553,040	$299,973.00	**$426,109**	**$213,452**	**$213,452**
Within D2040 (+ 5 stations) = 7 stations total				$426,109	$63,466	$63,466
Proposed Enhanced System (+12 stations) = 14 stations total, Cost Increase				$0	$149,987	$149,987

Timeline *(working)*



Thank you!



Questions?
mirte@we-cycle.org

November 6, 2023

Mr. Dan Blankenship, CEO RFTA
2307 Wulfsohn Road
Glenwood Springs, Colorado 81601

RE: 2025 We-Cycle in Snowmass Village

Dear Dan:

I am very pleased to let you know that on November 6th, 2023, the Town of Snowmass Village Town Council provided their strong support and approval of the proposed 2025 WE-cycle expansion plan in Snowmass Village and directed staff to work with RFTA and WE-cycle to put the plan in motion. Please allow this letter to serve as our absolute intent to proceed with this expansion in 2025 and our request for RFTA to allocate the necessary resources to allow this expansion to move forward.

As you know, due to TABOR, we are not able to appropriate funds for "future years". As such, this letter and motion for approval is the highest level of support the Council can provide today. I hope and assume that this strong letter of support will be satisfactory to allow this project to move forward.

On behalf of the Town, I would like to further express our many thanks for RFTA being a partner with Snowmass Village on WE-cycle projects. We know this expansion is an important step towards both improving First Last Mile Mobility within Snowmass Village as well as improving the general connectivity within the Town. We greatly appreciate this partnership. Thank you.

Sincerely,

Clinton M. Kinney
Town Manager

CC: David Pesnichak, RFTA Mobility Coordinator
Sam Guarino, TOSV Transportation Director
Mirte Mallory, WE-cycle Executive Director
Michael Yang, RFTA CFAO

Town of Snowmass Village

Agenda Item Summary

DATE OF MEETING:
November 6, 2023

AGENDA ITEM:
Board and Commission Applications

PRESENTED BY:
Megan Harris Boucher, Town Clerk

BACKGROUND:
Section 8.3 of the Home Rule Charter states that members of all boards and commissions shall be appointed by the Town Council. The vacancies have been publicly posted, advertised in the Snowmass Sun and posted on social media from October 1st to November 1st.

We have received 22 applications, 10 new and 12 incumbents. Attached is a breakdown of each Board including the number of vacant seats and number of total applications. In addition, please find attached the Municipal Code for each Board and any established By-Laws adopted by the individual Boards. Not all Boards have adopted By-laws.

2024 SEATS

<u>Citizens Grant Review Board</u> (full-time Residents & Registered Voters) Shall consist of 5 regular members and 2 alternate members
Staff Liaison: Megan Harris Boucher
6 current members
3-year term
2 alternate member seat available
Termed Member:
Brhely, Vega – alternate seat. Vega moved out of the Village and cannot reapply.
<u>1 NEW Applicant:</u>
Caroline Heivly

<u>Environmental Advisory Board</u> - Shall consist of 7 members - 5 At-Large & 2 with specialized expertise CORE & HC or Pitkin Cty Energy Management Program
Staff Liaison: Greg LeBlanc
7 current members
3-year term
3 Vacant Seat – At-Large
Termed members:
Jacobs, Kirby D – at-Large. Did not reapply.
Tullar, Chris – at-Large. Did not reapply.
Wickes, Andrew – at-Large. Did not reapply.
Mike Steiner -specialty Holy Cross – **Reapplied.**

<u>Financial Advisory Board</u> - Shall consist of UP TO 7 seats
Staff Liaison: Marianne Rakowski
7 current members
2-year terms
3 Vacant Seats
Termed Members:
Light, Andrew – **Reapplied.**
Rachofsky, David – **Reapplied.**
Sirianni, Phil Jr. – **Reapplied.**
<u>4 NEW Applicants:</u>
Singer, Charlie
Mendelsohn, Duncan
Mettelman, Edward
Kanter, Geoffrey

<u>Marketing, Group Sales, & Special Events Advisory Board</u> (Town Residents or Employed in the Town) - Shall consist of 9 members and 1 ex-officio member
3 – Lodging; 3 - at-Large; 1 – Aspen Skiing Co; 1 – Town Retail; 1 – F & B; 1 – "ex-officio" member ie development business
Staff Liaison: Rachel Falk
10 current members
3-year term
4 vacant seats
Termed Members:
Downs, Jami – Lodging – **Reapplied**
McMahon,Tim – Retail – **Reapplied**
Stewart-Moore, Guion – **Reapplied**
Gunshor, Deric – SkiCo – **Reapplied**

<u>Parks, Open Space, Trails & Recreation Advisory Board</u> - Shall be min 7 and max of 15 - all At-Large
Staff Liaison: Andy Worline
10 current members
3-year term

7 Vacant Seats
Termed Members:
Beavers, Brett - **Reapplied**
Songayllo, David – Did not Reapply.
5 NEW Applicants:
Gillis, Alycia
McCready, Ellen
Long, Ian
Sweeney, John
Van Etten, Suzanne

Snowmass Arts Advisory Board - Shall be min 5 members & max 15 members
Staff Liaison: Rose Abello
10 current members
2-year term
8 Vacant Seats
Termed Members(6):
Batchelder, Carol – Did not Reapply.
Decker, Maja – Did not Reapply.
Fortier, Lindsy – **Reapplied**
Shenk, Joyce – Did not Reapply.
Warr, Gray - **Reapplied**
Upper, Lois – **Reapplied**

Part-Time Residents Advisory Board (SMV not primary residence) – Shall consist of 7 members. 3 - Condo/Townhome/multi family dwelling; 2 – single family homes; 2 – at-Large
3-year term
1 vacant seat
Termed Member:
Steinberg, Jeff – condo/townhome/multi family dwelling – **Reapplied**

Planning Commission – Shall have 7 members
3-year term
7 current members
No vacant seats in 2024

COUNCIL OPTIONS

A. Direct staff to arrange interviews of new applicants **or** interviews of both new and incumbent applicants.
B. Direct staff to bring forward a Resolution once the Council has determined appointments.

STAFF RECOMMENDATION:

It is staff's recommendation that Council direct staff to set interviews for November 13th, 20th and December 4th for any applicants which the Town Council would like to

interview. These interviews would be from 2:30 to 3:45pm in the Town Hall small conference room directly before the Town Council scheduled meetings. Applicants would be able to choose a 10-15 minute slot on a date and time within those dates which works for them. These interviews will afford the Council the opportunity for not only meaningful connection with applicants but also give insight on both side for how the Boards & Commissions have in the past and will in the future ensure community engagement and stewardship.

Following the interviews, a resolution appointing members to the TOSV Boards & Commissions will be drafted for Council to consider at the December 18th meeting.

ATTACHMENTS:

a. Spread Sheet of all Applicants
b. All Applications received as of November 2nd
c. Municipal Code for Board and Commissions with open seats

Applicant Name	New or Reapplied	Board Name
Caroline Heivly	N	Citizens Grant Review Board
Mike Steiner	R	Environmental Advisory Board
Andrew Light	R	Financial Advisory Board
Charlie Singer	N	Financial Advisory Board
Dave Rachofsky	R	Financial Advisory Board
Duncan S Mendelsohn	N	Financial Advisory Board
Edward Mettelman	N	Financial Advisory Board
Geoffrey Kanter	N	Financial Advisory Board
Philip Sirianni	R	Financial Advisory Board
Deric Gunshor	R	Marketing, Group Sales, & Special Events Board
GuionStewart-Moore	R	Marketing, Group Sales, & Special Events Board
Jami Downs	R	Marketing, Group Sales, & Special Events Board
Tim McMahon	R	Marketing, Group Sales, & Special Events Board
Alycia Gillis	N	Parks, Open Space, Trails, & Recreation (POSTR) Board
Ellen McCready	N	Parks, Open Space, Trails, & Recreation (POSTR) Board
Ian Long	N	Parks, Open Space, Trails, & Recreation (POSTR) Board
John Sweeney	N	Parks, Open Space, Trails, & Recreation (POSTR) Board
Suzanne Van Etten	N	Parks, Open Space, Trails, & Recreation (POSTR) Board
Jeff Steinberg	R	Part-Time Residents Advisory Board
Gray Warr	R	Snowmass Arts Advisory Board
Lindsy Fortier	R	Snowmass Arts Advisory Board
Lois Upper	R	Snowmass Arts Advisory Board

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ◉ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ○ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Full Name *

Caroline Heivly

Phone Number

[redacted]

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

City: Snowmass Village

State / Province / Region: CO

Postal / Zip Code: 81615

Country: USA

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

City: Snowmass Village

State / Province / Region: CO

Postal / Zip Code: 81615

Country: USA

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- (●) Yes
- ( ) No

Please list your experience and/or education that qualifies your for this position. *

I have been intimately involved in non-profits, either by working at one, or serving on a Board for the majority of my 14 years living in Snowmass Village. At Snowmass Chapel, I oversaw the grant application process and distribution for 8 years. As a previous member of the Snowmass Rodeo board, Little Red Schoolhouse board, a Snowmass Village Rotarian, I participated in raising funds and applying for grants. Most recently, I served 3 years on the Caring for Community board at Aspen Skiing Company where we reviewed grant requests and distr buted funds throughout the Roaring Fork Valley. I am engaged in this community across many different demographics.

Why do you wish to be appointed to this position? *

I am passionate about philanthropy and giving to others, through time, talent and money. I am dedicated to Snowmass Village and this community. I love living here and being a part of the community. I believe my experience and skillsets would benefit the board. I would bring an open mind, share my perspectives and knowledge, and uphold excellence. I'd be honored to serve our community and give back to others.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.

Caroline Heisly

Date

10/4/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ◉ Environmental Advisory Board
- ○ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Please select the seat you wish to fill on the EAB: *

- ○ At Large
- ◉ Specialty

Full Name *

Mike Steiner

Phone Number

[redacted]

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

City

Basalt

State / Province / Region

CO

Postal / Zip Code

81621-8101

Country

United States

Is your Mailing Address different than the Address Above? *

- ○ Yes
- ◉ No

Are you a permanent resident?

- ◉ Yes
- ○ No

Are you registered to vote in Snowmass Village?

- ○ Yes
- ◉ No

Please list your experience and/or education that qualifies your for this position. *

At HCE I work closely with municipalities to reach their sustainability and renewable energy goals. I'm involved with TOSV's staff on EV charging, PV, and battery energy storage systems as TOSV and HCE both strive to meet its carbon reduction goals.

Why do you wish to be appointed to this position? *

I hope to continue to help TOSV and the EAB as a citizen of the roaring fork valley and bring HCE expertise to the board.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.



Date

10/31/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ◉ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Full Name *

Andrew Light

Phone Number

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

City

SMV

State / Province / Region

CO

Postal / Zip Code

81615

Country

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

City

Snowmass

State / Province / Region

CO

Postal / Zip Code

81654

Country

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- (●) Yes
- ( ) No

Please list your experience and/or education that qualifies your for this position. *

25 years in real estate finance

Why do you wish to be appointed to this position? *

I enjoy contributing to my hometown

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.



Date

10/27/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ◉ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Full Name *

Charlie Singer

Phone Number

[redacted]

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

[redacted]

City

Snowmass Village

State / Province / Region

CO

Postal / Zip Code

81615

Country

USA

Is your Mailing Address different than the Address Above? *

- ○ Yes
- ◉ No

Are you a permanent resident?

- ◉ Yes
- ○ No

Are you registered to vote in Snowmass Village?

- ◉ Yes
- ○ No

Please list your experience and/or education that qualifies your for this position. *

I have lived in the Roaring Valley full time for 6 years (2 years in Aspen and the last 4 years in Snowmass Village). For the entirety of this time, I have worked for East West Partners in Snowmass Village where I am the Vice President of Finance. In this role, I manage everything financial for East West's Snowmass Base Village development from development to operations to retail and everything in between. This role has me integrally involved in the financial day to day activities in Base Village, but also for Snowmass Village given our natural integration as part of the Town. Additionally, I can get into the details for any individual budget line item as well as zooming out to see the larger overall picture and how a certain piece of the piece of the puzzle fits in.

Previously to moving to Snowmass Village, I lived in New York City working for Goldman Sachs as an investment banker.

Civically, I am involved in the community locally as a member Snowmass Rotary as well as serving as a Board Member for the Chris Klug Foundation and a member of their Finance Committee. I also completed the Roaring Fork Leadership Academy in 2020.

Outside of the Roaring Fork Valley, I am co-chair for Camp Sea Gull and Camp Seafarer's Young Alumni Committee where I lead our efforts to fundraise over $500,000 each year. Additionally, I am involved in the Urban Land Institute where I am a member of the National Recreation Development Council and locally on the Colorado Resort Entertainment Tourism and Leisure Council.

When you combine with my experiences as a resident in Snowmass Village along with my role at East West Partners, my investment banking background and my civic involvement, I think that I can provide a well-rounded financial perspective to the Financial Advisory Board.

Why do you wish to be appointed to this position? *

As a full time community member of Snowmass Village who both lives and works in the Town, I am passionate about the success of our community and preserving what has made Snowmass Village so great for locals, tourists and second homeowners alike. I believe that my experiences as a resident of Snowmass Village combined with my diverse financial background would allow me to contribute meaningfully to the Board. Snowmass Village is a truly special place and I would love the opportunity to serve our community further by being a member of the Financial Advisory Board.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.

Charlie Singer

Date

10/27/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ◉ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Full Name *

Dave Rachofsky

Phone Number

[redacted]

Secondary Phone Number

[redacted]

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

[redacted]

City: Snowmass Village

State / Province / Region: CO

Postal / Zip Code: 81615

Country:

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

City: Snowmass Village

State / Province / Region: CO

Postal / Zip Code: 81615

Country:

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- (●) Yes
- ( ) No

Please list your experience and/or education that qualifies your for this position. *

I've been a member of the FAB for 16 years, and bring to the board familarity with TOSV finances in both favorable and unfavorable economic conditions as well as the approach to town finances of different town managers. Before retirement I practiced tax law for 35 years which provided me with experience in tax an financial matters.

Why do you wish to be appointed to this position? *

To continue to give back to the community in which I reside.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.



Date

10/29/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ◉ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Full Name *

Duncan S Mendelsohn

Phone Number

[redacted]

Secondary Phone Number

Email *

d[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

City: Snowmass Village

State / Province / Region: CO

Postal / Zip Code: 81615

Country: United States

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

City: Snowmass Village

State / Province / Region: CO

Postal / Zip Code: 81615

Country: United States

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- (●) Yes
- ( ) No

Please list your experience and/or education that qualifies your for this position. *

I have 15 years of commercial real estate finance experience: 10 years in New York City and the past 5 years in Colorado. Though I am not a licensed CPA, I have significant experience reviewing financial statements and budgets.

I'm also a co-founder of a small non-profit, for which I run the finances, that sends underprivileged children to sleepaway camp.

I graduated from Vanderbilt University in 2008 with a degree in Mathematics and Financial Economics.

Why do you wish to be appointed to this position? *

My wife and I are coming up on three years living in the village, after living in Denver for two years. My wife and I have an 8-month old baby daughter, which has gotten me even more excited to embrace, and contribute to, our beautiful community. Based on my understanding of the duties of the Financial Advisory Board, I'm confident I'd be able to serve as a thoughtful and productive member. I'd love the opportunity to discuss the position!

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.

Duncan Mendelsohn

Date

10/26/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ◉ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Full Name *

Edward Mettelman

Phone Number

[redacted]

Secondary Phone Number

[redacted]

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

[redacted]

City

Snowmass Village

State / Province / Region

CO

Postal / Zip Code

81615

Country

USA

Is your Mailing Address different than the Address Above? *

- ○ Yes
- ◉ No

Are you a permanent resident?

- ◉ Yes
- ○ No

Are you registered to vote in Snowmass Village?

- ◉ Yes
- ○ No

Please list your experience and/or education that qualifies your for this position. *

45 year career in Financial Services industry. Investment Analyst, Portfolio Manager, and Client Service Executive (Citibank, Wilshire Associates, Neuberger Berman). Adjunct Professor, Colorado Mountain College teaching Finance. 2019-21
MBA- Finance/Applied Economics, University of Rochester 1978
BA- Economics, Hartwick College 1976

Why do you wish to be appointed to this position? *

Now that I am retired, I'd like to volunteer my time and experience to our community. Working with a team of volunteers, we can assist our professional staff by providing advice based on a diversity of experience and perspective. Hopefully, the result will be well-informed decisions that benefit the entire community.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.



Date

10/4/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ◉ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Full Name *

Geoffrey Kanter

Phone Number

[redacted]

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

[redacted]

City

Snowmass Village

State / Province / Region

CO

Postal / Zip Code

81615

Country

United States

Is your Mailing Address different than the Address Above? *

- ○ Yes
- ◉ No

Are you a permanent resident?

- ◉ Yes
- ○ No

Are you registered to vote in Snowmass Village?

- ◉ Yes
- ○ No

Please list your experience and/or education that qualifies your for this position. *

I have been serving in the roles of CFO, COO, CEO, board member, and investor for privately held companies for the past 30 years. I graduated with a degree in Economics from Duke University and received an MBA from the Harvard Graduate School of Business Administration. I am intimately familiar with budgeting and financial management processes. For more information on my background and qualifications, please see the following link. https://www.linkedin.com/in/geoffrey-k-293540/

Why do you wish to be appointed to this position? *

I first visited Snowmass when I was 10 years old in 1976. Since then, I have visited every year and purchased a condominium in base village in 2008 and a house on Bridge Lane in 2010. My wife and I became full time residents in 2020. I am looking to become more involved in this community that I love in a way that will leverage my business background, skills, and abilities.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.

Geoffrey Kanter

Date

10/18/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ◉ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Full Name *

Philip Sirianni

Phone Number

[redacted]

Secondary Phone Number

[redacted]

Email *

[redacted]

Confirm Email *

p[redacted]

Address

Street Address

[redacted]

Address Line 2

City

Snowmass Village

State / Province / Region

CO

Postal / Zip Code

81615

Country

United States

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

[redacted]

City

Snowmass Village

State / Province / Region

CO

Postal / Zip Code

81615

Country

United States

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- (●) Yes
- ( ) No

Please list your experience and/or education that qualifies your for this position. *

University of Southern California, BA - Business Administration, finance emphasis
President, Rossmore Enterprises, 37 years - commercial real estate development and investment company
Finance Board Member - St. Junipero Serra Catholic Elementary School, 1995 - 2010.
Snowmass Village FAB member for 10 years

Why do you wish to be appointed to this position? *

Being an FAB member for the past 10 years, I have a good sense of the towns finances including the budget process. With this prior knowledge and my private business experience, I would like to continue to serve the town as an FAB member.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.

Philip Sirianni

Date

10/31/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ○ Financial Advisory Board
- ◉ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Please select the seat you wish to fill on the Marketing Board: *

- ○ Food & Beverage
- ○ Lodging
- ○ Retail
- ○ At-Large
- ◉ Aspen Ski Co
- ○ Ex-Officio

Full Name *

Deric Gunshor

Phone Number

[redacted]

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

City

Aspen

State / Province / Region

CO

Postal / Zip Code

81611

Country

United States

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

City

Aspen

State / Province / Region

CO

Postal / Zip Code

81612

Country

United States

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- ( ) Yes
- (●) No

Please list your experience and/or education that qualifies your for this position. *

Aspen Skiing Company - Events, Marketing and Partnerships: 2004 - Current
ESPN - Event Marketing: 2001 - 2004
UMASS Amherst: MS Sports Business
Carbondale Tourism Board Member: 2014 - 2019 (term limited)
Roaring Fork Leadership Board Member: 2015 - 2021 (term limited)
Snowmass Tourism Board Member: 2020 - current

Why do you wish to be appointed to this position? *

After serving the previous three-year term on the board I am well positioned to continue to contribute to the coordination of marketing, events and sales between Aspen Skiing Company and Snowmass Tourism. iSnowmass Tourism is one of Aspen Skiing Company's most important partners in driving business and maintaining status as a premier mountain destination. My role at Aspen Skiing Company is perfectly suited to be a conduit between the efforts of Snowmass Tourism and ASC. I believe that by serving on the board I can enable both organizations to maximize potential and enjoy success that will benefit the entire community.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.

Deric Gunshor

Date

10/9/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ○ Financial Advisory Board
- ◉ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Please select the seat you wish to fill on the Marketing Board: *

- ○ Food & Beverage
- ○ Lodging
- ○ Retail
- ◉ At-Large
- ○ Aspen Ski Co
- ○ Ex-Officio

Full Name *

GuionStewart-Moore

Phone Number

[redacted]

Secondary Phone Number

[redacted]

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

City

Snowmass Village

State / Province / Region

CO

Postal / Zip Code

81615

Country

United States

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

City

Snowmass Village

State / Province / Region

CO

Postal / Zip Code

81615

Country

United States

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- (●) Yes
- ( ) No

Please list your experience and/or education that qualifies your for this position. *

I am currently serving as a Board Member for the Marketing, Group Sales & Special Events Board. I have been in the hospitality industry my entire career. I have a BS from the University of North Carolina Chapel Hill. My first management role was for a restaurant in Snowmass Village, which no longer exists called La Reserve located on the mall. I worked in operations management roles for Wyndham Hotels, and Starwood/Marriott Hotels across the United States, until I became an Executive Recruiter for the Hospitality Industry. I worked for a hospitality executive search firm based in Chicago. I now own an Executive Search company called Fifield Partners. We assist Hospitality, Sports and Entertainment, and Tourism companies across the United States in upper-level management/executive talent acquisitions. I provide Talent Acquisition in all roles and disciplines within the industry.

Why do you wish to be appointed to this position? *

I have enjoyed serving on the current Marketing, Group Sales, and Special Events Board. As a current "At Large" board member, my work experience gives me a unique insight into each of the other Board Members' perspectives depending on where they work. I have found our board to be collaborative in providing Rose, and her team, with our insights and opinions. As a full-time resident of Snowmass Village, I am fully aware that Tourism is an integral part of the economic success of the Town of Snowmass Village and its business, along with a balance of providing special events that appeal to residents and tourists al ke. I hope to be able to continue to work with the outstanding group of individuals on the Board.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.

Guion Stewart-Moore

Date

10/23/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ○ Financial Advisory Board
- ◉ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Please select the seat you wish to fill on the Marketing Board: *

- ○ Food & Beverage
- ◉ Lodging
- ○ Retail
- ○ At-Large
- ○ Aspen Ski Co
- ○ Ex-Officio

Full Name *

Jami Downs

Phone Number

[redacted]

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

City

Snowmass Village

State / Province / Region

CO

Postal / Zip Code

81615

Country

US

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

City

Snowmass Village

State / Province / Region

Co

Postal / Zip Code

81615

Country

United States

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- (●) Yes
- ( ) No

Please list your experience and/or education that qualifies your for this position. *

I am the General Manager at the Laurelwood and Interlude since 2008. Before that I worked at Frias properties in Aspen at the Independence Sq. I have 30 plus years in hospitality in the area to include marketing, management, and sales.

Why do you wish to be appointed to this position? *

I would like to continue my position on the MGSSB board. I think I can continue to be of value and support to this board and Rose and her team.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.

Jami Downs

Date

10/5/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ○ Financial Advisory Board
- ◉ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Please select the seat you wish to fill on the Marketing Board: *

- ○ Food & Beverage
- ○ Lodging
- ◉ Retail
- ○ At-Large
- ○ Aspen Ski Co
- ○ Ex-Officio

Full Name *

Tim McMahon

Phone Number

[redacted]

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

City

Basalt

State / Province / Region

CO

Postal / Zip Code

81621

Country

United States

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

City

Basalt

State / Province / Region

CO

Postal / Zip Code

81621

Country

Eagle

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- ( ) Yes
- (●) No

Please list your experience and/or education that qualifies your for this position. *

Business owner in Snowmass since 2005.
Current board member. This would be my third or fourth term.
Education background, MBA.

Why do you wish to be appointed to this position? *

I hope to continue to represent the retail and business community.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.



Date

10/12/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

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- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ○ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ◉ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Full Name *

Alycia Gillis

Phone Number

[redacted]

Secondary Phone Number

[redacted]

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

City

Carbondale

State / Province / Region

Colorado

Postal / Zip Code

81623

Country

United States

Is your Mailing Address different than the Address Above? *

- ○ Yes
- ◉ No

Are you a permanent resident?

- ○ Yes
- ◉ No

Are you registered to vote in Snowmass Village?

- ○ Yes
- ◉ No

Please list your experience and/or education that qualifies your for this position. *

I am the Spa and Fitness Director at the Snowmass Club.
I am highly invested in the POSTR for the town. I use the trails 3/4 of the year.

Why do you wish to be appointed to this position? *

Snowmass club takes members on hikes, bike rides throughout Snowmass. It is important to me to help keep the trails in good shape and all users safe. Keeping little impact on the wildlife and local environment. I would be the best representative from the club and feel a strong sense of community within the club.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.



Date

4/17/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ○ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ◉ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Full Name *

Ellen McCready

Phone Number

[redacted]

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

City: SNOWMASS VILLAGE

State / Province / Region: CO

Postal / Zip Code: 81615

Country: United States

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

City: SNOWMASS VILLAGE

State / Province / Region: CO

Postal / Zip Code: 81615

Country: United States

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- (●) Yes
- ( ) No

Please list your experience and/or education that qualifies your for this position. *

I served one and half terms (2013 – 2019) on the Board of Zoning Adjustments (BOZA) in Boulder, Colorado, before moving back to Snowmass Village in 2019. BOZA was a quasi-judicial board responsible for reviewing land use variance applications, with board members appointed by Boulder City Council. During my time on the board I had the opportunity to serve in both vice chair and chair positions.

I have not yet had the opportunity to serve on a board or commission in Snowmass, but have been on the presenting side of Planning Commission and have attended Part-Time Resident Advisory Board events.

Why do you wish to be appointed to this position? *

I grew up in Aspen/Snowmass and am happy to have found my way back to Snowmass Village as a full-time resident with my family. We are active members of the Snowmass Village community and I hope to extend that through participation in the POSTR board. I am grateful for the network of open space and trails throughout the Village, and impressed to see the shared passion for those amenities from various user groups. As a young family, I am particularly interested in the park and recreational facilities that make this Town truly special for kids and parents.

As a community member I don't think I fully appreciated the breadth of POSTR resources and opportunities until reading the POSTR Master Plan, and I look forward to being a steward of those incredible resources through participation in the POSTR board.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.



Date

10/30/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ○ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ◉ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Full Name *

Ian Long

Phone Number

[redacted]

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

City: Snowmass Village

State / Province / Region: Colorado

Postal / Zip Code: 81615

Country: Uas

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

City: Aspen

State / Province / Region: Colorado

Postal / Zip Code: 81612

Country: USA

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- (●) Yes
- ( ) No

Please list your experience and/or education that qualifies your for this position. *

Bachelor degree in Geography. Owned and operated a construction company for over 30 years. An avid outdoor enthusiast who skis, rides mountain bikes and some h king. I totally research all issues and try not to make unqualified judgments. After 30 plus years of building house I've learned a lot about negotiations. I'm not a me me me person. I listen to what Snowmass people want and don't go by here say. I moved from Aspen in 1993 because I got tired of the direction Aspen was taking. I want to help keep Snowmass to fun and quaint Village that I move to.

Why do you wish to be appointed to this position? *

Currently the advisory board is made up of much younger board members who I feel don't do their homework or research on matters. After 39 years of negotiations with homeowners in the construction business I'll feel that my experience will help in the board meetings. I'm not a Me,Me Me person. I listen to Snowmass residents and definitely do my homework on issues. At 71 years of age I'll bring lots of experience to the table. I move out of Aspen because i didn't like the direction that town was taking. Snowmass need to stay a small quaint village but have great outdoor activities for all.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.



Date

10/17/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ○ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ◉ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Full Name *

John Sweeney

Phone Number

[redacted]

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

[redacted]

City

Snowmass village

State / Province / Region

CO

Postal / Zip Code

81615

Country

United States

Is your Mailing Address different than the Address Above? *

- ○ Yes
- ◉ No

Are you a permanent resident?

- ◉ Yes
- ○ No

Are you registered to vote in Snowmass Village?

- ◉ Yes
- ○ No

Please list your experience and/or education that qualifies your for this position. *

I have lived in Snowmass Village for 20 years I love to hike, bike, ski,and do everything outdoors. Previous to being in Snowmass I lived in Aspen where I lived for 40 years. I had an outfitting operation on Red mountain which I ran for almost 20 years.

Why do you wish to be appointed to this position? *

I believe I can help the board with my experience in the outdoors

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.



Date

10/30/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ○ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ◉ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Full Name *

Suzanne Van Etten

Phone Number

[redacted]

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

[redacted]

City

Snowmass Village

State / Province / Region

Colorado

Postal / Zip Code

81615

Country

United States

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

City

Glenwood Springs

State / Province / Region

CO

Postal / Zip Code

Country

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- (●) Yes
- ( ) No

Please list your experience and/or education that qualifies your for this position. *

I worked for the DOI, Audubon, and most recently as the executive director at an environmental education non-profit with 180 acres of land and multiple trails. Also, I use the trails and parks and recreation facilities almost daily

Why do you wish to be appointed to this position? *

I would like to be more involved and see what is going on at the local level. I have three kids who also use the facilities and I'd like to help in any way I can.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.



Date

10/5/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ○ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ◉ Snowmass Arts Advisory Board

Full Name *

Gray Warr

Phone Number

[redacted]

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

[redacted]

City: Snowmass Village

State / Province / Region: CO

Postal / Zip Code: 81615

Country: USA

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

City: Snowmass Village

State / Province / Region: CO

Postal / Zip Code: 81615

Country: USA

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- (●) Yes
- ( ) No

Please list your experience and/or education that qualifies your for this position. *

I served for 2022 and am working on several SAAB projects. I am a Stained Glass Artist and have been living and working in Snowmass since 2012.

Why do you wish to be appointed to this position? *

I would like to continue with the work that I'm doing and help make Snowmass a more art friendly place.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.



Date

11/1/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ○ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ◉ Snowmass Arts Advisory Board

Full Name *

Lindsy Fortier

Phone Number

[redacted]

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

City

Snowmass Village

State / Province / Region

Colorado

Postal / Zip Code

81615

Country

United States

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

City

Snowmass Village

State / Province / Region

CO

Postal / Zip Code

81615

Country

United States

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- ( ) Yes
- (●) No

Please list your experience and/or education that qualifies your for this position. *

I am currently the marketing director for Anderson Ranch Arts Center and have served on the board for the past year. I have served on several boards in the past and enjoy being a contributing community member.

Why do you wish to be appointed to this position? *

I would like to remain on the board to serve as an advisor and liaison between the SAAB and the Ranch to help promote collaboration in the arts.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.



Date

10/30/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ○ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ○ Part-Time Residents Advisory Board
- ○ Planning Commission
- ◉ Snowmass Arts Advisory Board

Full Name *

Lois Upper

Phone Number

[redacted]

Secondary Phone Number

[redacted]

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

City: Snowmass Village

State / Province / Region: Colorado

Postal / Zip Code: 81615

Country: United States

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

[redacted]

Address Line 2

City: Snowmass Village

State / Province / Region: Colorado

Postal / Zip Code: 81615

Country: United States

Are you a permanent resident?

- (●) Yes
- ( ) No

Are you registered to vote in Snowmass Village?

- (●) Yes
- ( ) No

Please list your experience and/or education that qualifies your for this position. *

Presently on Art Advisory Board. And served on this same Board about 10 years ago.
With this experience I have been instrumental in many of the processes of the board.

Why do you wish to be appointed to this position? *

I am the architect of the newly established and approved Visual Arts Student Scholarship. I think it is very important and would I like to continue on the board to get this first scholarship established with the School District in the Spring of 2024.
I am also involved and well versed with many of the upcoming projects this board is working on and would I ke to continue to be helpful.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.



Date

10/27/2023

Apply for a Board or Commission

Thank you for your interest in one of our Boards or Commissions! Please select which board you are applying for and complete the form below.

Town of SNOWMASS Village

Please select the Board or Commission you are Applying For: *

- ○ Board of Appeals & Examiners
- ○ Citizens Grant Review Board
- ○ Environmental Advisory Board
- ○ Financial Advisory Board
- ○ Marketing, Group Sales, & Special Events Board
- ○ Parks, Open Space, Trails, & Recreation (POSTR) Board
- ◉ Part-Time Residents Advisory Board
- ○ Planning Commission
- ○ Snowmass Arts Advisory Board

Please select the seat you wish to fill on the PTRAB: *

- ○ At Large
- ◉ Condo Owner
- ○ Single Family Homeowner

Full Name *

Jeff Steinberg

Phone Number

[redacted]

Secondary Phone Number

Email *

[redacted]

Confirm Email *

[redacted]

Address

Street Address

[redacted]

Address Line 2

108

City	State / Province / Region
Snowmass Village	CO
Postal / Zip Code	**Country**
81615	USA

Is your Mailing Address different than the Address Above? *

- ◉ Yes
- ○ No

Mailing Address

Street Address

2057 NE 121ST RD

Address Line 2

City

North Miami

State / Province / Region

FL

Postal / Zip Code

33181

Country

USA

Are you a permanent resident?

- ○ Yes
- ◉ No

Are you registered to vote in Snowmass Village?

- ○ Yes
- ◉ No

Please list your experience and/or education that qualifies your for this position. *

Previous/current Board appointment.

Why do you wish to be appointed to this position? *

Previous/current Board appointment. Invitation from current Chair.

Signature *

I acknowledge that I am familiar with the qualifica ions, du ies, and responsibilities of the position for which I am applying and, if appointed, I am ready, willing, and able to take an oath as well as accept he responsibili ies and duties.



Date

11/2/2023

Sec. 2-211. - Establishment.

A permanent Citizens Grant Review Board, hereinafter referred to as CGRB, is hereby created for the Town.

(Ord. 12-2000 §1)

Sec. 2-212. - Composition of board.

All members of the CGRB shall be full-time residents and registered voters in Snowmass Village and have some experience in cultural, educational and/or community organizations. The Board shall consist of no more than five (5) regular members and two (2) alternate members. Any voting member missing three (3) meetings over a period of one (1) year, without good cause, shall be removed from the Board.

(Ord. 12-2000 §2)

Sec. 2-213. - Appointment and terms of office.

All members of the CGRB shall be appointed by the Town Council. Initial appointments shall specify the term of office of each individual and be in accordance with Section 8.3 of the Charter.

(Ord. 12-2000 §3)

Sec. 2-214. - Vacancies.

Vacancies on the CGRB shall be filled for the remainder of the unexpired term by appointment of the Town Council following public notice in accordance with Section 8.5 of the Charter.

(Ord. 12-2000 §4)

Sec. 2-215. - Organizational meetings.

The members of the Board shall elect annually, from its membership, a Chairperson and a Vice-Chairperson whose term of office in such capacity shall be for one (1) year with eligibility for re-election. The Board shall adopt rules and regulations for its organization and for the transaction of business. Such business shall not conflict with the ordinances of the Town or the statutes of the State. All meetings shall be open to the public, and the Board shall keep a public record of its proceedings. Board meetings shall be held a minimum of three (3) times a year, or more, if necessary, as determined by the Board.

(Ord. 12-2000 §5)

Sec. 2-216. - Powers and duties.

The Citizens Grant Review Board shall have the following powers and responsibilities:

(1) Advocate nonprofit, charitable organizations, which enhance the quality of life for the residents, visitors and employees of Snowmass Village.

(2) Provide a resource of information and expertise on grant issues.

(3) Function as the primary grant review liaison between the Town Council and the community nonprofit organizations.

(4) Process, review and make recommendations to the Town Council on all grants and funding requests by:

a. Publishing notice of availability of funding for grants by the Town and mailing applications as requested;

b. Establishing comprehensive grant funding and review guidelines to properly implement the grant process;

c. Receiving and evaluating all incoming applications to determine:

1. If applications are tax-exempt under the provisions of Section 501(c)(3) of the Internal Revenue Code;

2. If the applicants are appropriately enhancing the quality of life of the citizens, visitors and employees of Snowmass Village;

3. If the applicants are outside the realm of consideration, i.e. religious and "for-profit" groups, individuals, organizations clearly servicing an area outside of the Roaring Fork Valley or organizations with political agendas;

d. Conducting intensive interview sessions with every applicant for funding, to be held each year during the budget process;

e. Holding deliberation meetings to discuss all the applications in order to arrive at a list of recommended grant awards.

(5) Present a final list of recommended grants to the Town Council and explain the reasoning behind such recommendations.

(6) To meet on a timely and as-needed basis to review any other proposals that may come before the Board, and to fully carry out the Board's responsibilities and duties.

(7) To render such other recommendations or advice as Town Council may, from time to time, request.

(Ord. 12-2000 §6)

Secs. 2-217—2-230. - Reserved.

ARTICLE XVI Environmental Advisory Board

Sec. 2-371. Establishment.

An Environmental Advisory Board is hereby established by the Town Council pursuant to Town Charter Section 8.1 to carry out such duties as directed by the Town Council and generally provide a mechanism for communication and education regarding environmental, sustainability and conservation issues between the Board, residents and visitors of Snowmass Village and the Town Council. The Environmental Advisory Board shall be specifically designated as "advisory." (Ord. 4-2011 §1)

Sec. 2-372. Composition and qualifications.

(a) The Environmental Advisory Board shall consist of seven (7) members composed of:

(1) Five (5) members selected at large.

(2) Two (2) members selected who possess specialized expertise and experience in environmental policy, environmental science and/or environmental design, one (1) such member preferably representing the Community Office for Resource Efficiency and the other such member preferably representing the Pitkin County Energy Management Program.

(3) All members of the Environmental Advisory Board shall be persons interested in environmental, sustainability and conservation issues and preference will be given to appointment of members with expertise or experience in environmental, sustainability and conservation issues.

(4) When appointing members to the Environmental Advisory Board, the Town Council shall primarily strive to balance the composition of the Board to ensure representation of various areas of environmental expertise, experience or interest to create a broad range of ability on the Board.

(5) When appointing members to the Environmental Advisory Board, the Town Council shall, where possible and secondarily to balancing the areas of expertise and experience, strive to balance the composition of the Board by consideration of balanced representation among Snowmass Village retail, lodging, construction and commercial business and industry.

(b) No member of the Town Council shall serve on the Board.

(Ord. 4-2011 §1)

Sec. 2-373. Meetings.

The Environmental Advisory Board will meet at least quarterly or more as determined by the Environmental Advisory Board or Town Council, and such meetings shall be within the Town.

Sec. 2-374. Terms of office.

The members of the Environmental Advisory Board shall be appointed by the Town Council to serve staggered and overlapping terms that expire at the first regular meeting of the Town Council annually. The initial terms of members of the Board will be as follows:

(1) The first two (2) at-large members and the first specialized member appointed by the Town Council shall serve three-year terms;

(2) The second at-large member and the second specialized member appointed by the Town Council shall serve two-year terms; and

(3) The final two (2) at-large members appointed by the Town Council shall serve a one-year term.

Following the completion of the initial terms of office, each succeeding term shall be for three (3) years.

Sec. 2-375. Vacancies.

In the event that a vacancy occurs on the Environmental Advisory Board, the Town Council shall appoint a new member to serve the remaining term. The Town Council may only remove members of the Board, as follows:

(1) For misfeasance or malfeasance of office by approval of a majority of the members of the Town Council; or

(2) For any reason, by approval of at least three-quarters (¾) of the members of the Town Council.

Sec. 2-376. Powers and duties.

The Environmental Advisory Board shall have the following duties:

(1) Advise the Town Council at any time regarding any matter relating to the Town's Environmental Sustainability Plan.

(2) Recommend changes and updates to the Town's Environmental Sustainability Plan.

(3) The Town Council may choose to direct the Environmental Advisory Board to investigate and answer specific environmental or sustainability questions it may have.

(4) Provide technical expertise and a broad community perspective in order to develop recommendations to the Town Council concerning projects, programs, policies and operational practices that will benefit the natural environment.

(5) Encourage community participation in these pursuits, and establish relationships with other environmental groups, in order to access and leverage support for its efforts.

(6) Recommend programs and policies to accomplish its purpose.

(7) At least annually, provide the Town Council with a report that includes progress on goals of the Environmental Sustainability Plan.

ARTICLE X Financial Advisory Board

Sec. 2-231. Establishment.

Pursuant to Section 8.1 of the Charter, there is hereby established a Financial Advisory Board for the Town.

Sec. 2-232. Qualifications.

All members of the Financial Advisory Board shall have education or experience in business or public finance, accounting or budgeting. No member of the Town Council, any employee of the Town, or any Town, County or City of Aspen official shall serve on any Financial Advisory Board.

Sec. 2-233. Vacancies.

Vacancies on the Financial Advisory Board shall be filled for the remainder of the unexpired terms by appointment of the Town Council following public notice of such vacancy.

Sec. 2-234. Composition; appointment; term.

The Financial Advisory Board shall consist of up to seven (7) members who shall be appointed by the Town Council to serve overlapping terms of two (2) years each. All terms of members shall expire on a staggered basis at the first regular meeting of the Town Council in January of each year. All members shall serve at the pleasure of the Town Council and may be removed by a majority vote of the entire Town Council. The Financial Advisory Board shall elect a chairman from the membership annually and shall establish rules and regulations governing its procedure consistent with the provisions of this Article.

Sec. 2-235. Duties and responsibilities.

The Financial Advisory Board shall have the following duties and responsibilities:

(1) To make recommendations to the Town Council prior to the adoption of the budget and capital program for the Town.

(2) To render such other recommendations or advice as the Town Council may, from time to time, request.

(3) To request of the Town Council the ability to undertake a review of any item that the Financial Advisory Board determines significant for review.

(4) The Financial Advisory Board may discuss any matter that the Board determines necessary.

Secs. 2-236—2-250. Reserved.

ARTICLE XIV - Marketing, Group Sales and Special Events Board

Sec. 2-311. - Establishment.

A permanent Marketing, Group Sales and Special Events Board, specifically designated as *advisory*, is hereby created for the purposes of:

(1) Marketing;

(2) Creation, promotion and execution of special events;

(3) Public relations; and

(4) Sales and marketing programs to attract group reservations;

for development of tourism for the benefit of the Town as a whole. The members of the Board shall collectively possess relevant skills and knowledge in the areas of marketing, group sales, special events, public relations, interpersonal relations, management and team building. The Board shall carry out its powers and duties with the express mandate that its decisions be made for the benefit of the Town as a whole.

(Ord. 11-2002 §1; Ord. 18-2005 §1)

Sec. 2-312. - Qualifications.

All members of the Marketing, Group Sales and Special Events Board shall be Town residents or employed in the Town. No member of the Town Council shall serve on the Board. The Town Council may only remove members of the Board, as follows:

(1) For misfeasance, nonfeasance or malfeasance of office by approval of a majority of the members of the Town Council; or

(2) For any reason, by approval of at least three-quarters (¾) of the members of the Town Council.

(Ord. 11-2002 §1; Ord. 18-2005 §2)

Sec. 2-313. - Composition.

The Marketing, Group Sales and Special Events Board shall consist of nine (9) members and one (1) "ex-officio" member. The members of the Board, subject to the provisions of Section 2-316 below, shall be the following:

(1) Three (3) nominees of the Town lodging industry nominated by the lodging businesses in the Town;

(2) Three (3) members at-large;

(3) One (1) nominee of the Aspen Skiing Company;

(4) One (1) nominee of the Town retail industry;

(5) One (1) nominee of the Town food and beverage industry; and

(6) One (1) "ex-officio" member of the Board to be appointed by the Town Council to represent the ongoing development business in the Town. Said "ex-officio" member of the Marketing, Group Sales and Special Events Board shall be a nonvoting member but shall enjoy all other rights of Board membership, including the right to be present during executive sessions of the Board. Said "ex-officio" member position may or may not be appointed from time to time in the discretion of the Town Council.

(Ord. 11-2002 §1; Ord. 18-2005 §3; Ord. 6-2007 §1; Ord. 6-2011 §1)

Sec. 2-314. - Advisory Committee.

The Marketing, Group Sales and Special Events Board shall create and appoint the members to three (3) advisory committees to assist the Board in the exercise of its duties. A Marketing, Group Sales and Special Events Board member shall chair each Advisory Committee to provide cohesion between the Board and the committee. Preference for committee members will be that members are employed within the constituency group they represent. The Group Sales Advisory Committee is intended to be made up substantially of members of the lodging constituency group that support the success of the Marketing, Group Sales and Special Events Board and shall advise the Marketing, Group Sales and Special Events Board on group sales budgets, programming and operations. The Marketing Advisory Committee is intended to be composed of members from representative marketing and hospitality industries that support the success of the Marketing, Group Sales and Special Events Board and shall advise the Marketing, Group Sales and Special Events Board on marketing programs, campaigns and the like. The Events Advisory Committee is intended to be made up of members engaged in the event creation, promotion and operation industry that support the success of the Marketing, Group Sales and Special Events Board and shall advise the Marketing, Group Sales and Special Events

Board on special and recurring event creation, promotion and operations. The Board will strive to include representation by members of specific industries, such as the transportation industry, and entities such as the Aspen Chamber Resort Association, the Aspen Skiing Company, the Snowmass Lodging Association, Stay Aspen Snowmass, nonprofit cultural organizations and the like.

(Ord. 11-2002 §1; Ord. 18-2005 §4; Ord. 6-2011 §2)

Sec. 2-315. - Initial appointment and initial terms of office.

The Marketing, Group Sales and Special Events Board shall be appointed by the Town Council to serve overlapping terms of three (3) years, which shall expire at the first regular meeting of the Town Council annually. The initial term of the additional member of the Board appointed pursuant to Paragraph 2-313(c), above shall be two (2) years and the initial term of the additional member of the Board appointed pursuant to Paragraph 2-313(c), above shall be one (1) year.

(Ord. 11-2002 §1; Ord. 18-2005 §5)

Sec. 2-316. - Terms of office and appointment.

(a) Following the completion of the initial terms of office, each succeeding term shall be for three (3) years.

(b) A nomination for membership to the Marketing, Group Sales and Special Events Board shall be made to the Town Council by the Snowmass Village retail, food and beverage, and lodging industries. An industry nominee need not be a member of that industry. One (1) nomination is to be presented to the Town Council by each industry, or in the case of the lodging industry as per the requirements of Section 2-313 of this Code; provided, however, that in the event an industry, or the lodging industry as per the requirements of Section 2-313 of this Code, cannot agree on a nominee, multiple nominees may be nominated. In determining the nominee for an industry, only a business that is licensed pursuant to Section 4-2 of this Code may vote, one (1) vote per business.

(c) The Town Council must appoint the nominee of an industry identified in Subsections 2-313(1), (4) and (5) to the Board, if the nominee is qualified and if only one (1) person is nominated by the industry. If more than one (1) person is nominated to the Board by an industry identified in Subsections 2-313(1), (4) and (5), the Town Council must appoint one (1) of the industry nominees. In the event an industry fails to designate a nominee, then the Town Council shall choose the member of the Board for the industry. The Town

Council may refuse to appoint a nominee to the Board of an industry identified in Subsections 2-313(1), (4) and (5), only if at least three-quarters (¾) of the members of the Town Council, present and voting, do not approve the nominee; in which event, the Town Council may choose and appoint the member of the Board for that industry.

(d) The members of the Board nominated pursuant to Subsections 2-313(2), (3) and (6) shall be chosen and appointed by the Town Council.

(e) A business may only have one (1) employee, officer, owner or holder of any indices of ownership in the business be a nominee of an industry or a member of the Board.

(Ord. 11-2002 §1; Ord. 18-2005 §6)

Sec. 2-317. - Attendance at meetings.

Each member of the Marketing and Special Events Board shall regularly and promptly attend all scheduled meetings to the extent practicable. In the event any member of the Board is consistently late for commencement of a scheduled meeting, or absent from two (2) consecutive regularly scheduled meetings without the prior approval of a majority of all the other members of the Board, such action shall be considered misfeasance of office and shall constitute grounds for removal.

(Ord. 11-2002 §1)

Sec. 2-318. - Vacancies.

In the event that a vacancy occurs on the Marketing and Special Events Board, the Town Council shall appoint a new member to serve the remaining term. Such appointment shall be accomplished in a manner specified in Section 2-305.

(Ord. 11-2002 §1)

Sec. 2-319. - Organizational meetings; bylaws.

The members of the Marketing and Special Events Board shall elect annually, from its membership, officers whose terms of office shall be for one (1) year with eligibility for re-election. The Board shall adopt bylaws for its organization and for the transaction of its business not inconsistent with the provisions of this Article. All meetings of the Board shall be open to the public and the Board shall keep a public record of its proceedings. Board meetings shall be held at a minimum of quarterly.

(Ord. 11-2002 §1)

Sec. 2-320. - Powers and duties.

In addition to carrying out its purpose, the Marketing, Group Sales and Special Events Board shall have the following powers and duties:

(1) Develop programs and policies to accomplish its purposes;

(2) Authorize the Town Manager to enter into contracts or agreements to carry out its purposes, including administrative support;

(3) Direct the expenditure of funds for marketing, including print, online, electronic media, e-mail and direct mail solicitation, as well as for public relations and administrative expenses;

(4) Create, promote and execute special events;

(5) Prepare an annual budget for approval of the Town Council;

(6) Coordinate with the Town Manager to ensure monies are spent consistently with the approved budget for the Board;

(7) Annually provide, for approval by Town Council, a business plan that includes relevant performance standards; and

(8) Make quarterly reports to the Town Council showing the performance of the approved business plan. Prior to making a report to the Town Council, the Marketing, Group Sales and Special Events Board and the Town Council will mutually agree to a report format.

(Ord. 11-2002 §1; Ord. 6-2011 §3)

Secs. 2-321—2-335. - Reserved.

ARTICLE XIV - Marketing, Group Sales and Special Events Board

Sec. 2-311. - Establishment.

A permanent Marketing, Group Sales and Special Events Board, specifically designated as *advisory*, is hereby created for the purposes of:

(1) Marketing;

(2) Creation, promotion and execution of special events;

(3) Public relations; and

(4) Sales and marketing programs to attract group reservations;

for development of tourism for the benefit of the Town as a whole. The members of the Board shall collectively possess relevant skills and knowledge in the areas of marketing, group sales, special events, public relations, interpersonal relations, management and team building. The Board shall carry out its powers and duties with the express mandate that its decisions be made for the benefit of the Town as a whole.

(Ord. 11-2002 §1; Ord. 18-2005 §1)

Sec. 2-312. - Qualifications.

All members of the Marketing, Group Sales and Special Events Board shall be Town residents or employed in the Town. No member of the Town Council shall serve on the Board. The Town Council may only remove members of the Board, as follows:

(1) For misfeasance, nonfeasance or malfeasance of office by approval of a majority of the members of the Town Council; or

(2) For any reason, by approval of at least three-quarters (¾) of the members of the Town Council.

(Ord. 11-2002 §1; Ord. 18-2005 §2)

Sec. 2-313. - Composition.

The Marketing, Group Sales and Special Events Board shall consist of nine (9) members and one (1) "ex-officio" member. The members of the Board, subject to the provisions of Section 2-316 below, shall be the following:

(1) Three (3) nominees of the Town lodging industry nominated by the lodging businesses in the Town;

(2) Three (3) members at-large;

(3) One (1) nominee of the Aspen Skiing Company;

(4) One (1) nominee of the Town retail industry;

(5) One (1) nominee of the Town food and beverage industry; and

(6) One (1) "ex-officio" member of the Board to be appointed by the Town Council to represent the ongoing development business in the Town. Said "ex-officio" member of the Marketing, Group Sales and Special Events Board shall be a nonvoting member but shall enjoy all other rights of Board membership, including the right to be present during executive sessions of the Board. Said "ex-officio" member position may or may not be appointed from time to time in the discretion of the Town Council.

(Ord. 11-2002 §1; Ord. 18-2005 §3; Ord. 6-2007 §1; Ord. 6-2011 §1)

Sec. 2-314. - Advisory Committee.

The Marketing, Group Sales and Special Events Board shall create and appoint the members to three (3) advisory committees to assist the Board in the exercise of its duties. A Marketing, Group Sales and Special Events Board member shall chair each Advisory Committee to provide cohesion between the Board and the committee. Preference for committee members will be that members are employed within the constituency group they represent. The Group Sales Advisory Committee is intended to be made up substantially of members of the lodging constituency group that support the success of the Marketing, Group Sales and Special Events Board and shall advise the Marketing, Group Sales and Special Events Board on group sales budgets, programming and operations. The Marketing Advisory Committee is intended to be composed of members from representative marketing and hospitality industries that support the success of the Marketing, Group Sales and Special Events Board and shall advise the Marketing, Group Sales and Special Events Board on marketing programs, campaigns and the like. The Events Advisory Committee is intended to be made up of members engaged in the event creation, promotion and operation industry that support the success of the Marketing, Group Sales and Special Events Board and shall advise the Marketing, Group Sales and Special Events

Board on special and recurring event creation, promotion and operations. The Board will strive to include representation by members of specific industries, such as the transportation industry, and entities such as the Aspen Chamber Resort Association, the Aspen Skiing Company, the Snowmass Lodging Association, Stay Aspen Snowmass, nonprofit cultural organizations and the like.

(Ord. 11-2002 §1; Ord. 18-2005 §4; Ord. 6-2011 §2)

Sec. 2-315. - Initial appointment and initial terms of office.

The Marketing, Group Sales and Special Events Board shall be appointed by the Town Council to serve overlapping terms of three (3) years, which shall expire at the first regular meeting of the Town Council annually. The initial term of the additional member of the Board appointed pursuant to Paragraph 2-313(c), above shall be two (2) years and the initial term of the additional member of the Board appointed pursuant to Paragraph 2-313(c), above shall be one (1) year.

(Ord. 11-2002 §1; Ord. 18-2005 §5)

Sec. 2-316. - Terms of office and appointment.

(a) Following the completion of the initial terms of office, each succeeding term shall be for three (3) years.

(b) A nomination for membership to the Marketing, Group Sales and Special Events Board shall be made to the Town Council by the Snowmass Village retail, food and beverage, and lodging industries. An industry nominee need not be a member of that industry. One (1) nomination is to be presented to the Town Council by each industry, or in the case of the lodging industry as per the requirements of Section 2-313 of this Code; provided, however, that in the event an industry, or the lodging industry as per the requirements of Section 2-313 of this Code, cannot agree on a nominee, multiple nominees may be nominated. In determining the nominee for an industry, only a business that is licensed pursuant to Section 4-2 of this Code may vote, one (1) vote per business.

(c) The Town Council must appoint the nominee of an industry identified in Subsections 2-313(1), (4) and (5) to the Board, if the nominee is qualified and if only one (1) person is nominated by the industry. If more than one (1) person is nominated to the Board by an industry identified in Subsections 2-313(1), (4) and (5), the Town Council must appoint one (1) of the industry nominees. In the event an industry fails to designate a nominee, then the Town Council shall choose the member of the Board for the industry. The Town

Council may refuse to appoint a nominee to the Board of an industry identified in Subsections 2-313(1), (4) and (5), only if at least three-quarters (¾) of the members of the Town Council, present and voting, do not approve the nominee; in which event, the Town Council may choose and appoint the member of the Board for that industry.

(d) The members of the Board nominated pursuant to Subsections 2-313(2), (3) and (6) shall be chosen and appointed by the Town Council.

(e) A business may only have one (1) employee, officer, owner or holder of any indices of ownership in the business be a nominee of an industry or a member of the Board.

(Ord. 11-2002 §1; Ord. 18-2005 §6)

Sec. 2-317. - Attendance at meetings.

Each member of the Marketing and Special Events Board shall regularly and promptly attend all scheduled meetings to the extent practicable. In the event any member of the Board is consistently late for commencement of a scheduled meeting, or absent from two (2) consecutive regularly scheduled meetings without the prior approval of a majority of all the other members of the Board, such action shall be considered misfeasance of office and shall constitute grounds for removal.

(Ord. 11-2002 §1)

Sec. 2-318. - Vacancies.

In the event that a vacancy occurs on the Marketing and Special Events Board, the Town Council shall appoint a new member to serve the remaining term. Such appointment shall be accomplished in a manner specified in Section 2-305.

(Ord. 11-2002 §1)

Sec. 2-319. - Organizational meetings; bylaws.

The members of the Marketing and Special Events Board shall elect annually, from its membership, officers whose terms of office shall be for one (1) year with eligibility for re-election. The Board shall adopt bylaws for its organization and for the transaction of its business not inconsistent with the provisions of this Article. All meetings of the Board shall be open to the public and the Board shall keep a public record of its proceedings. Board meetings shall be held at a minimum of quarterly.

(Ord. 11-2002 §1)

Sec. 2-320. - Powers and duties.

In addition to carrying out its purpose, the Marketing, Group Sales and Special Events Board shall have the following powers and duties:

(1) Develop programs and policies to accomplish its purposes;

(2) Authorize the Town Manager to enter into contracts or agreements to carry out its purposes, including administrative support;

(3) Direct the expenditure of funds for marketing, including print, online, electronic media, e-mail and direct mail solicitation, as well as for public relations and administrative expenses;

(4) Create, promote and execute special events;

(5) Prepare an annual budget for approval of the Town Council;

(6) Coordinate with the Town Manager to ensure monies are spent consistently with the approved budget for the Board;

(7) Annually provide, for approval by Town Council, a business plan that includes relevant performance standards; and

(8) Make quarterly reports to the Town Council showing the performance of the approved business plan. Prior to making a report to the Town Council, the Marketing, Group Sales and Special Events Board and the Town Council will mutually agree to a report format.

(Ord. 11-2002 §1; Ord. 6-2011 §3)

Secs. 2-321—2-335. - Reserved.

ARTICLE XVII Parks, Open Space, Trails and Recreation (POSTR) Advisory Board

Sec. 2-377. Establishment.

A Parks, Open Space, Trails and Recreation (POSTR) Advisory Board is hereby established by the Town Council pursuant to Town Charter Section 8.1 to carry out such duties as directed by the Town Council and generally provide a mechanism for communication and education regarding Parks, Open Space, Trails and Recreation issues between the Board, residents and visitors of Snowmass Village and the Town Council. The Parks, Open Space, Trails and Recreation (POSTR) Advisory Board shall be specifically designated as "advisory".

Sec. 2-378. Composition and qualifications.

(a) The Advisory Board shall be composed of no less than seven (7) members and no more than fifteen (15) members:

(1) All member will be selected at-large.

(2) All members selected for the Board shall have an interest in parks, trails, open space and recreation and be representative of a broad range of the community in terms of a particular interest or expertise in a specific area of POSTR.

(b) No member of the Town Council shall serve on the Board.

(Ord. 01-2017 §1)

Sec. 2-379. Meetings.

The Parks, Open Space, Trails and Recreation (POSTR) Advisory Board will meet at least quarterly or more as determined by the Parks, Open Space, Trails and Recreation (POSTR) Advisory Board to the Town Council and such meetings shall be within the Town.

Sec. 2-380. Terms of office.

The members of the Parks, Open Space, Trails and Recreation (POSTR) Advisory Board shall be appointed by the Town Council to serve staggered and overlapping terms that expire at the first regular meeting of the Town Council annually. The initial terms of members of the Board will be as follows:

(a) One-third (⅓) of the at-large members shall be appointed by the Town Council and shall serve three (3) year terms;

(b) One-third (⅓) of the at-large members shall be appointed by the Town Council and shall serve two (2) year terms; and

(c) The final at-large members appointed by Town Council and shall serve one (1) year terms.

Following the completion of the initial terms of office, each succeeding term shall be for three (3) years.

Sec. 2-381. Vacancies.

In the event that a vacancy occurs on the Parks, Open Space, Trails and Recreation (POSTR) Advisory Board, the Town Council shall appoint a new member to serve the remaining term. The Town Council may only remove members of the Board, as follows:

(1) For misfeasance or malfeasance of office by approval of a majority of the members of the Town Council; or

(2) For any reason, by approval of at least three quarters (¾) of the members of the Town Council.

Sec. 2-382. Powers and duties.

The Parks, Open Space, Trails and Recreation (POSTR) Advisory Board shall have the following duties:

(1) Advise the Town Council at any time regarding any matter relating to the Town of Snowmass Village POSTR Plan.

(2) Recommend changes and updates to the Town of Snowmass Village POSTR Plan.

(3) Investigate and answer specific parks, open space, trails and recreation issues as directed by the Town Council.

(4) Provide technical expertise and a broad community perspective in order to develop recommendations to the Town Council concerning projects, programs, policies and operational practices that will benefit parks, open space, trails and recreation within the Town.

(5) Encourage community participation in these pursuits, and establish relationships with other parks, open space, trails and recreation groups, in order to access and leverage support for the POSTR Plan.

(6) Recommend programs and policies to accomplish its purpose.

(7) Provide to Town Council at least annually a report that includes progress on goals of the POSTR Plan.

Secs. 2-383—2-390. Reserved.

ARTICLE XV Part-Time Residents Advisory Board

Sec. 2-336. Establishment.

An advisory Part-Time Residents Advisory Board is hereby created by the Town Council to carry out such duties as directed by the Town Council and generally to provide a mechanism of communication and education between owners of residential real property in the Town who reside part time in the Town and the Town Council.

Sec. 2-337. Qualifications.

All members of the Part-Time Residents Advisory Board must:

(1) Be nonresident fee simple owners of residential real property situate in the Town or the designated representative of an entity that is a fee simple owner of real property situate in the Town;

(2) Not declare the Town their primary residence;

(3) Not be eligible to vote in the Town; and

(4) Not be in residence in the Town for more than six (6) months in any calendar year.

(Ord. 09-2005 §1; Ord. 12-2008 §1)

Sec. 2-338. Composition.

The Part-Time Residents Advisory Board shall consist of seven (7) members composed of:

(1) Three (3) owners of condominiums/ townhomes/multi-family dwellings;

(2) Two (2) owners of single-family homes; and

(3) Two (2) at-large owners.

Members may not be from the same complex association; this applies to all of the above categories.

Sec. 2-339. Meetings.

The Part-Time Residents Advisory Board will meet a minimum of twice a year within the Town.

Sec. 2-340. Terms of office.

The Part-Time Residents Advisory Board shall be appointed by the Town Council to serve staggered terms that expire at the first regular meeting of the Town Council annually. The initial terms of members of the Board will be as follows:

Owner Representing	*Term in Years*
1 - SF, Condo, At Large	1
1 - Condo, At Large	2
1 - Condo, SF	3

Following the completion of the initial terms of office, each succeeding term shall be for three (3) years.

Sec. 2-341. Vacancies.

In the event that a vacancy occurs on the Part-Time Residents Advisory Board, the Town Council shall appoint a new member to serve the remaining term.

Secs. 2-342—2-360. Reserved.

ARTICLE VII Snowmass Village Arts Advisory Board (SAAB)

Sec. 2-171. Establishment.

A permanent Snowmass Village Arts Advisory Board (SAAB), specifically designated as "advisory," is hereby created.

Sec. 2-172. Qualifications.

All members of the Snowmass Village Arts Advisory Board (SAAB) shall have some experience in arts, cultural, educational or community organizations.

Sec. 2-173. Composition, appointment, terms.

The Snowmass Village Arts Advisory Board (SAAB) shall consist of not less than five (5) nor more than fifteen (15) members, who shall serve overlapping terms of two (2) years each. The term of each member shall be designated in the Resolution of Appointment by the Town Council.

Sec. 2-174. Responsibilities.

The Snowmass Village Arts Advisory Board (SAAB) shall have the following responsibilities:

(1) Provide direction and leadership for future cultural arts initiatives, as they impact the Town's funding.

(2) Act as a cultural arts advocate and consultant to the Town Council by promoting awareness and education concerning the cultural arts.

(3) Provide a resource of information and expertise on cultural arts issues.

(4) Function as the primary cultural arts liaison between the Town Council and the community.

(5) Process, review and make recommendations to the Town Council on arts- related and cultural-related issues, propositions and funding proposals by:

a. Holding a forum a minimum of every four (4) years for all cultural arts organizations.

(6) Review and evaluate progress of the Snowmass Village Arts Advisory Board (SAAB) Strategic Planning Document.

(7) Present annual reports to the Town Council outlining the condition of the cultural arts serving the Town and goals for future development.

(8) Work in cooperation with any organization which purports to represent and develop special cultural events within the Town to keep within the goals and objectives of the cultural arts long-range plan.

(9) Render such other recommendations or advice as the Town Council may request.

Secs. 2-175—2-190. Reserved.

ADOPTED RULES OF PROCEDURE FOR THE SNOWMASS ARTS ADVISORY BOARD (SAAB)

Adopted: 6/13/19

Amended: 4/5/2022

Article I. General Provisions

Section 1: These rules are to supplement the provisions of the Municipal Code of the Town of Snowmass Village as they may relate to procedures of the Snowmass Arts Advisory Board, hereinafter referred to as "SAAB". In the event of a conflict between the provisions of these rules and the Municipal Code, the provisions of the Town of Snowmass Village Municipal Code shall prevail.

Section 2: Any member of the Board who has a personal or financial interest in a matter before the Board must recuse themselves from that portion of the agenda and shall leave the meeting room and shall neither vote thereon nor participate in any meeting on said matter, nor shall discuss the matter with any other SAAB member.

Section 3: The Town Attorney or his designee shall be consulted in cases where the powers and duties of the Board are not clearly defined.

Section 4: The office of the Board shall be located at the office of the Town of Snowmass Village Community Development Department, 130 Kearns Road, P. O. Box 5010, Snowmass Village, CO, 81615.

Article II. Officers and Duties

Section 1: The officers shall be a Chairperson and a Vice-Chairperson.

Section 2: The Board shall elect annually from its members by a majority vote, a Chairperson and Vice-Chairperson to serve when the Chairperson is absent. The Chairperson and Vice-Chairperson shall be elected at the conclusion of the first regular meeting of the Board in January and shall hold office for one year, commencing on the 1st day of February or until a successor is designated. The Chairperson and Vice-Chairperson may be elected to succeed themselves. The Town of Snowmass Village Director of Community Development or their assign(s) shall be designated as Town Liaison to the Board and shall perform the duties outlined in these Rules of Procedure.

Section 3: The Chairperson shall supervise the affairs of the Board. He/she shall preside at all meetings of the Board and shall appoint such committees and subcommittees as may be necessary to carry out the purposes of the Board. The Chairperson shall be an ex-officio member of all committees and subcommittees so appointed.

Section 4: The Vice-Chairperson, in the absence or disability of the Chairperson, shall perform all the duties and exercise all the powers of the Chairperson.

Section 5: The Secretary shall record and maintain permanent minutes of the Board's proceedings, showing the vote of each member upon every question, or if absent or failing to vote, indicating that fact; shall keep records of its examinations and other official actions; shall summarize accurately the testimony of those appearing before the Board; shall record the names of all persons appearing before the Board; shall maintain said minutes and records in the office of the Community Development Dept., which minutes and records shall be a public record; and shall be the custodian of the file of the Board and keep all records.

Article III. Members

Section 1: Each member of the Board shall be a resident of, second homeowner in, or employed within the Town of Snowmass Village. Representation from the Aspen Skiing Company and Anderson Ranch is encouraged.

Section 2: If any Board member is absent for three (3) consecutive regular meetings or any five (5) regular or special meetings in any twelve (12) month period, his/her position may be declared vacant by the Chairperson who may make a request to the Town Council to appoint a new member. Any person appointed to fill such vacancy will serve the unexpired term of the person whose position has been declared vacant. The chair shall be advised of said absences.

Article IV. Meetings

Section 1: Regular meetings shall be held at 3:00 p.m. on the fourth Thursday of each month, unless such day shall be a recognized holiday. In that event, the regular meeting shall be held at such other time as the Chairperson may designate. When necessary, the Board members will be notified of the change in venue at least twenty-four (24) hours prior to the time set for such meetings.

Section 2: Regular meetings may be cancelled by the Chairperson or Community Development Director when there is nothing pending on the agenda. Notification of cancellation must be given to members not less than forty-eight (48) hours prior to the time set for such meetings.

Section 3: Special meetings may be called by the Chairperson or in consultation with the Chairperson, the Town of Snowmass Village Director of Community Development at his/her discretion, or upon the request of three (3) or more members, provided at least twenty-four (24) notice is given each member.

Section 4: All meetings shall be noticed on the Town of Snowmass Village website and will be open to the public.

Section 5: A quorum of the Board shall consist of at least five (5) members for any regular or special meeting. A concurring vote of a majority of the members of the Board present and casting votes on a question will be required for any decision, determination, or official action by the Board.

If any member is unable to attend the meeting in person, they may call/Skype into the conference line in the meeting room and participate in the discussion, as well as cast votes on the matter under discussion, as if present in-person.

If any member is unable to attend the meeting in person or by phone/computer, they will be able to select another Board member to carry their Proxy vote but must inform the secretary in writing/e-mail of this intention prior to the meeting. The attending member who is given the Proxy vote shall vote as specifically directed by the absent member. If no specificity is given, then the Proxy vote holder may vote as they see fit.

Meetings and/or actions of the Board will not be conducted by e-mail.

Article V. Order of Business

Section 1: All meetings of the Board shall proceed as follows:

(a) Roll call.

(b) Approval of minutes of previous meeting.

(h) Unfinished business.

(i) New business.

(j) Reports of committees, if any.

(k) Adjournment.

Article VI. Decisions

Section 1: Subject to Section 2 of this Article, final decisions or recommendations shall be made at the meeting at which the matter is presented, subject to the right of the Board to continue a matter to a date certain for a final decision.

Section 2: The Board shall conduct its meetings and vote on all matters in public session at the meeting in which evidence is concluded, unless the Board determines additional time for deliberation is necessary.

Section 3: A concurring vote of a majority of the members of the Board casting votes shall be necessary for any decision or determination or to recommend any application to the Town Council.

Article IX. Records

Section 1: A file of materials and decisions relating to each action shall be kept by the Secretary as part of the records of the Board.

Section 2: All records of the Board shall be a public record.

Article X. Amendment of Rules

Section 1: These rules may be amended by an affirmative majority vote of members of the Board present at a regular meeting.

Section 2: The proposed amendment must be presented in writing at a regular or special meeting preceding the meeting at which the vote is taken.

The foregoing Rules of Procedure for the Snowmass Arts Advisory Board were adopted on June 13, 2019 and amended on October 24, 2019.