

AMENDED AGENDA



101 Midland Avenue, Basalt, CO 81621

Meeting Date: May 24, 2016
Location: Town Council Chambers

Time: 6:00 p.m.

TOWN COUNCIL MEETING AGENDA

5:00 Executive Session for the purpose of: Determining positions relative to matters that are or may become subject to negotiations in accordance with C.R.S. 24-6-402(4)(e).

And for A conference with our attorney for the purpose of receiving legal advice on specific legal questions in accordance with C.R.S. 24-6-402(4)(b).

5:45 Worksession: Affordable Housing

6:15 Worksession: Friends of the River Presentation and Discussion

7:00 1. Call to Order (Mayor Whitsitt)

7:01 2. Roll Call (Pam Schilling)

7:02 3. Consent Agenda (Mayor Whitsitt)

3A. Minutes: May 10, 2016

3B. Special Event Activity Permit: For closure of Harris Street for the Triangle Park Grand Opening Event (James Lindt)

3C. Resolution No. 21, Series of 2016: A Resolution of the Town Council of Basalt, Colorado, Extending the Deadline for TACAW to Enter into a Final Development Agreement with the Town of Basalt (Susan Philp)

3D. Motion: To permit BPAC to Request an RFP (Susan Philp)

3E. Appoint: Bernier Grauer as RFTA Board Alternate and Denise Tomaskovic as NWCCOG and EDD (Economic Development District) Representative

Motion to Consider:

Mayor, I move that the Town Council approve the Consent Agenda as published.

7:10 4. RESOLUTIONS

4A. Resolution No. 22 Series of 2016: A Resolution of the Town Council of Basalt, Colorado: "Building a Better Basalt" (Mike Scanlon)

4B. Council Policy #110: Establishing Finance Committee of the Town Council
(Mike Scanlon)

Motion to Consider: Mayor, I move that the Town Council Adopt Council Policy #109 Establishing a Finance Committee of the Town Council

7:20 5. Citizen Comments and Items Not on the Agenda and Items Added to the Agenda
After the Deadline

5A. Holy Cross Energy – Presentation of Community Enhancement Check & Photo Op with Council (Steve Casey, Holy Cross)

5B. WE-Cycle Inauguration (Susan Philp and Mirte Mallory)

7:40 6. Council Comments, Reports, Disclosures

6A. Council Comments, Reports Disclosures

6B. Town Engineer's Report

7:55 7. ORDINANCES

7A. Public Hearing and Second Reading of Ordinance No. 13, Series of 2016: An Ordinance of the Town Council of Basalt, Colorado, Approving a One-Year Extension of the Document Recordation Deadline and a Corresponding Extension of Vested Property Rights for the Roaring Fork Apartments (James Lindt)

Motion to Consider:

Mayor, I move that the Town Council Approve Ordinance No. 13, Series 2016 on second reading.

8:00 8. COUNCIL DISCUSSION, DIRECTION

8A. Draft Working Agreement for Council, Staff (Mike Scanlon)

8B. Establish Council Committee: To Interview BPAC (Basalt Public Arts Commission) members and forward recommendations to Town Council (Susan Philp)

9. INFORMATION AND CORRESPONDENCE:

NO ACTION REQUIRED BY THE TOWN COUNCIL

- a. Accounts Payable
- b. Advanced Agendas
- c. Town Clerk Administrative Liquor Actions
- d. RFTA Integrated Transportation Systems Plan (ITSP)
- e. Basalt Regional Heritage Society Letter to Council re: 115 Year Celebration

10. ADJOURNMENT

Motion to Consider:

Mayor, I move that the Town Council adjourn the meeting.

A Proposal by the Friends of the Pan and Fork River Park

Mission

Our mission is to develop a state-of-the-art river park on the Pan & Fork property in Basalt. By partnering with individual donors, land trusts, and local governments, we endeavor to build and preserve a park that distinguishes Basalt as a river town, gives citizens access to their natural heritage, provides rich opportunities for recreation, entertainment and the arts, and protects the river.”

Background

The property that would become a park sits on a 2.3 acre parcel along Two Rivers Road, just to the east of the new RMI Innovation Center. It is an exceptional, one-of-a-kind parcel and there is simply no other property in Basalt that offers extensive riverfront so close to town.

There has been a vigorous debate over what to do with the open land since the recent river restoration. The debate has included issues such as how to finance the purchase of the parcel, long term tax consequences, zoning, and the mix of development.

Over the past two years, the Town has actively engaged the public’s imagination to determine a vision for this property. Hundreds of comments from the Our Town Planning project, the Downtown Area Advisory Committee, the Planning and Zoning Commission and Parks, Open Space and Trails, in addition to letters and local newspaper coverage, have been gathered and are documented on the website ourtownplanning.org.

The park is important enough to local citizens that it became the defining issue of the spring 2016 election, in which three new council members were elected.

With new Council leadership, the town has fresh possibilities and a wide open future. It’s the perfect time for the community to step up, purchase the land from the CDC, and make the park its own.

Origins

Friends of the Pan & Fork River Park originated out of a petition drive in 2015 aimed at preserving the park from intensive commercial development. In just two weeks of canvassing, more than 400 registered voters of Basalt signed the petition asking the Town Council to put the issue to a vote. While the Council rejected the petition, citizens’ interest in creating a world class park have—if anything—gained momentum. Friends of the Pan and Fork River Park consists of a small group of long-time citizens from varied backgrounds determined to see that the Pan and Fork parcel becomes the crown jewel of the town.

Vision

The River Park creates an opportunity for Basalt to distinguish itself in the heart of the Roaring Fork Valley as a dynamic river town with core values of conservation and sustainability. The magnificent setting and riparian ecology offers a “sense of place” fitting for a town at the confluence of the Roaring Fork and the Frying Pan rivers. It will be a park that offers outdoor recreation, a place to meet friends and family in a natural town square, a place for respite, celebration, scholarship, recreation, music, and the arts.

Some have suggested that “campus” is a better description of our vision and in some respects that’s true. The cornerstones of a river campus are already in place with the recent completion of the Rocky Mountain Institute’s Innovation Center on the west end, the Basalt Regional Library just to the south and across the river, the River Wetlands Trail system, Midland Park and the proposed Roaring Fork Conservancy’s River Center site next to RMI.

We envision features such as a skating rink in the winter, a perimeter Nordic track, meeting areas with a large bonfire pit, and a pavilion.

We foresee limited commercial development that complements the campus atmosphere and offers visitors a setting to deepen and enhance their experience of Basalt. Seeking out businesses – start up and otherwise –that inspires recreation and sustainability will give Basalt a direction for future growth.

Our vision put succinctly is:

- Up to 1.8 acres dedicated parkland and compatible, community amenities, adjacent to the Town of Basalt park parcel and along Two Rivers Road.
- An attractive four-season urban river park inviting to residents and visitors alike
- Ensured visual and physical access to the river from the Town of Basalt
- A multi-purpose, micro-business/start-up/pop-up commercial development close to the RMI location.

Goals

- Secure private and partner-funding to purchase the 2.3 acre site and begin a capital campaign to begin improvements for the public park portions of the parcel for public recreation, music and the arts and commercial uses.
- Create zoning for limited commercial development as a revenue source for the River Park and POST
- Invite start-up businesses to locate at the River Park
- Invite recreation-oriented businesses to locate adjacent to at the River Park
- Invite the Chamber of Commerce to re-locate at the community center to the commercial property.
- Partner with the BPAC for public art installations
- Partner with the Art Base for public art programs
- Partner with TACAW for programming
- Partner with ACES/RF Conservancy
- Maintain stewardship of the River Park
- Program year-round community activities to encourage participation and visitation

Financing

We estimate the purchase price of the park property to be three million dollars. Of this three million, we believe we can reasonably raise \$1.5 million dollars from open space programs, land trusts, and other government entities. That means raising approximately \$1.5 million from individuals. While this is not an insignificant amount of money, relative to long term benefits the park would bring the town, it is truly a bargain.

The Town Attorney and I will be responding to all of the items identified in the "White Paper" that has been provided as part of the Friends of the River presentation.

We received the White Paper yesterday morning, May 19th and we will work through the weekend to address and answer the many questions, assertions and statements that were posed. We will also provide the details (documents) that support our rebuttals.

Pan and Fork History from RFCDC Perspective

Attached is a “white paper” prepared by the CDC in April of 2015 at a time when the Town was proposing a 3-way deal to split the CDC parcel. The CDC took this opportunity to present its written position on the matter and request a work session with the Town Council to explore alternatives. The white paper was distributed to the Town and then-present council members but no work session took place.

The paper with accompanying attachments recaps events, contractual and non-contractual agreements, understandings, and promises made over a multi-year time span. Some of the material is repetitious, but several key elements emerge.

1. At the beginning, the relationship between the Town and the CDC was intended to be a public-private partnership, with shared goals benefitting both the Town and the residents of the Pan & Fork trailer park.
2. With the change of Administration in 2013 the Town adopted a more arm’s length approach to the relationship. The concept of public-private partnership was officially denied by the Town, presumably to avoid any possible liability arising therefrom.
3. In the resulting environment unilateral decisions were made by the Town which impacted the financial underpinnings of the relationship. Public perceptions were also impacted; and the role, responsibilities, and motives of the CDC, as an owner, became confused with the role of an outside developer, further complicating public debate.
4. Simultaneously, changing public attitudes about intense development on the Pan & Fork property resulted in diminished expectations of large reimbursements from developers. This was reflected in the Ehlers report, which reduced the potential reimbursement in direct proportion to the developable square footage. (For example, if 150,000 sq. ft. were to yield \$2.5M. then 50,000 sq. ft. should yield only \$833K.)
5. While continuing to reassure the CDC that it would not be damaged financially, the Town seemed to be building a case to protect itself by attributing responsibility for monies spent to the CDC, when in fact the CDC neither authorized nor substantially benefitted from them.
6. The figure of \$2.5M, which has been regularly quoted by Town administration as owed to the Town by the CDC is composed of three major elements. The first two claimed by the town total approximately \$1.225M for resident relocation and trailer removal. The additional claim for \$1.3M is for floodplain work. None of this work was approved beforehand by the CDC, nor was it ever contemplated to be funded directly by the CDC. The Town made the decision to spend the money.
7. Furthermore, it has not been made clear how attributing these amounts of money to the CDC portion of the park is appropriate, especially for all the river and floodplain restoration, since only one-half acre of the CDC portion was in the flood plain as opposed to the bulk of the Town portion. Details of the Town’s calculations should be examined to understand this claim.



Roaring Fork Community Development Corporation

From: The Roaring Fork Community Development Corporation, a nonprofit entity
To: Basalt Town Council
Subject: The future of the RFCDC parcel on Two Rivers Road
Date: April 27, 2015

Summary

The Roaring Fork Community Development Corporation, a local nonprofit, entered into a partnership with the Town of Basalt in August 2011 to jointly purchase the Pan and Fork Mobile Home Park. The partnership was built on the idea that the Town and the RFCDC could jointly work toward a just relocation of the trailer park residents from the floodplain to safer neighborhoods. The RFCDC purchased the land and trailer park for \$3.25 million and then immediately sold the Town the acreage closest to the river, approximately three acres and 18 of 36 trailer sites, for \$1.2 million. The RFCDC still owned 2.3 acres and 18 of the sites. RFCDC assumed management of the entire trailer park and used the rental income to service the loans that made the purchase possible and help cover other costs associated with ownership and management.

The original understanding between the Town and the RFCDC envisioned the sale the RFCDC parcel after a private developer had a development proposal approved. The proceeds from that sale were to be used in two ways. One was to repay more than \$2 million in loans that the RFCDC took out to purchase the property. The other was to cover some or all of the relocation costs of the residents.

That original agreement changed in 2013 under the direction of newly hired Town Manager Mike Scanlon. At that time, the Town took full control of the Pan and Fork and proceeded to relocate the residents and remove the trailers. Soon after, work began on shoring up the floodplain. The Roaring Fork Community Development Corporation, which played no part in those decisions, was left with loans of more than \$2 million and no means of making monthly payments. The loans were refinanced privately.

The Town Manager has on several occasions talked about purchasing the RFCDC parcel, or providing assistance with the monthly payments on the loans. None of those representations has resulted in either a purchase or monthly support repaying the loans. In September 2014, the Town manager made an offer that was less than half the amount needed to pay back the loan and cover the other expenses incurred by the RFCDC. The offer was rejected.

In October 2014, Lowe Enterprises and the Roaring Fork Community Development Corporation announced that they have reached a tentative deal for \$3 million. Over the following months, Lowe presented its plans for developing the parcel with condominiums and possibly a boutique hotel. Community interest grew rapidly, perhaps because the combined river parcel was for the first time visible in a way that sparked people's imaginations.

In mid-April 2015, the Town Manager met with Lowe and RFCDC and indicated he would be willing to ask the Town Council to ask the voters at an August 2015 election to fund the purchase of the entire 2.3 acre RFCDC parcel. On April 24, the Town Manager presented Council, Lowe and RFCDC with a very different proposal that would split the RFCDC parcel into two pieces, one for a park and one for private development. Town Manager Scanlon is tonight asking you to begin the process of adopting this hastily presented plan.

The Roaring Fork Community Development Corporation and one of its principal supporters, the Manaus Fund, respectfully request you delay that decision and schedule a work session to discuss the property with the owner, the RFCDC, and the various routes Basalt can take. The town of Basalt now has a unique opportunity to envision all sorts of possibilities for its downtown core and its relationship with the river. We urge the Town Council to consider buying the RFCDC parcel outright, which would give the community the most flexibility. We are ready to begin discussions to explore this idea.

What follows is a memo from the Roaring Fork Community Development Corporation's view about the current situation and the possibilities to consider. There are also three attachments. Attachment A is Timeline of the Pan and Fork and River Planning History. Attachment B is a Financial Background on the Pan and Fork, the Town of Basalt and the RFCDC. And Attachment C is a list of reasons the Town should consider purchasing the entire 2.3 acres.

RFCDC Goals

The Roaring Fork Community Development Corporation has two goals for its property along Two Rivers Road:

1. Work with the Town of Basalt to create a plan that leads to the sale/purchase of the 2.3-acre parcel, ideally before the end of 2015, by either the Town and/or Developer
2. Support the community of Basalt's ability to decide what should be done with the RFCDC parcel.

Current situation

The Town of Basalt and the Basalt community haven't reached a decision point on the best use for the RFCDC parcel.

Lowe Enterprises, a private development company, has placed on hold its proposal to purchase the RFCDC property for \$3 million and build condominiums and a mid-sized hotel on the 2.3-acre parcel.

Lowe Enterprises stepped aside after significant community opposition formed around its proposal. That opposition contains a variety of viewpoints about what to do with the land, from encouraging various levels and types of development to a no-development model that would result in a 5-acre park/open space along the riverfront.

Roaring Fork Community Development Corporation has approximately \$2.8 million currently invested in the property and owes its lenders about \$165,000 in interest and expenses each year.

Stakeholders

The Roaring Fork Community Development Corporation, a nonprofit entity created in 2007 by the Manaus Fund. The RFCDC obtained its financing from the Manaus Fund, Alpine Bank, and local residents/philanthropists who wanted to help mid-valley communities invest in social/public purpose infrastructure.

The RFCDC owns the 2.3 acres of developable property along Two Rivers Road between the new headquarters for Rocky Mountain Institute and Midland Avenue. It purchased the land in 2011 in partnership with the Town of Basalt to facilitate relocation of the Pan & Fork Mobil Home Park residents from the flood plain, the development of replacement affordable housing, and enable the Town to implement the decade old River Stewardship Master Plan.

The RFCDC's most significant project prior to the Pan & Fork was with the Third Street Center in Carbondale, where it provided a financing model and other support to help the Carbondale community complete a significant renovation of the one-time elementary school and turn it into a vibrant non-profit community center.

After recouping its investment in Carbondale, the RFCDC was invited by the Town of Basalt to assist with its affordable housing goals. The RFCDC and town jointly funded the creation of BACH, Basalt's affordable housing group. Working on affordable housing led the RFCDC to see the Pan and Fork as a key piece, and an urgent challenge. Those conversations ultimately resulted in the RFCDC purchasing the Pan & Fork.

Please see Attachment A with this memo, which provides a detailed timeline about this matter.

The Town of Basalt, which owns approximately 3.0 acres along the Roaring Fork River that was once home to the former Pan & Fork Mobile Home Park.

Basalt purchased this land with \$1.2 million in open space funds from the Roaring Fork Community Development Corporation. The open space funding and the property's location on the floodplain (except for a small portion near Midland Avenue) largely prohibit development on that acreage.

The Town of Basalt has invested significant money relocating Pan and Fork residents, clearing the neighborhood, shoring up the floodplain and installing infrastructure along Two Rivers Road. While there have been discussions all along about recovering some of these expenditure, it may be worthwhile to consider this as a multi-year economic development investment where the Town has the potential to absorb some or all of its costs in order to incentivize a developer to build what the Town desires, or to convert the parcel into a downtown park.

Lowe Enterprises, the private development firm that has offered to purchase the Roaring Fork Community Development Corporation parcel and submitted a proposal this winter to build a condominium project and possibly a mid-sized boutique hotel on the site. Lowe's development proposal would pay back the RFCDC and the Town, and honor the community process thus far.

The Community is the largest stakeholder in all respects. Given the level of interest in the parcel, it appears the community will ultimately decide what happens with the 2.3 acres owned by RFCDC. If the town ends up purchasing the entire 2.3 acres, it offers the chance for a broad community discussion about the surrounding publicly-owned properties as well. It would also give the town full ownership of the property underneath Two Rivers Road, which could then be realigned to suit community needs.

A large number of residents have indicated they are not excited with the first proposal from Lowe. Many would like to see either no development or some development other than the mix of condominiums and hotel presented at the initial meetings with Lowe. There are a significant number of residents who support Lowe's vision and many of them have shown up in large numbers at public meetings as well.

The Community is poised to work with its elected officials on this pivotal land-use and economic-development decision.

Basalt Community Vision

There is a long and active history in Basalt over the last 20 years over what to do with the trailer parks in the floodplain and how to orient the community to the rivers that run through it.

The primary constraint for the community in terms of controlling the outcome along Two Rivers Road is the that the land is privately owned by a nonprofit who's involvement is backed by loans from another nonprofit and private money that needs to be repaid

From the Roaring Fork Community Development Corporations' point of view, there are three alternatives for the 2.3 acres it owns:

1. The town of Basalt can purchase the land and gain full control over what happens;
2. A private developer such as Lowe Development can purchase the land and develop the property;
3. Or, a combination of public and private investment where Basalt purchases some of the property for parkland or other community benefit and the remainder is sold to a private developer. This would need to be a simultaneous closing for the RFCDC to consent.

If the community opts to purchase the 2.3 acres and merge the riverside parcel, it will have full control over 7+ acres in that part of town, including the river parcel, Lion's Park, Town Hall, the hillside across from the Wylie Arts Center and the former recycling pullout. This creates the opportunity for a revised downtown plan that will reflect the community's will with regards to the desired mix of open space, civic, commercial and residential uses. For that to happen however, the community must gain full control of the property and decide how much it is willing to invest in the area. Once it gains control, the community will have the ability to sell some property back to the private sector, as it has done with the Rocky Mountain Institute building currently under construction.

The result of proper planning and community vision will be a more vibrant downtown resulting in increase sales tax revenue offsetting the investment the town is making.

One note: Rocky Mountain Institute's new headquarters provides a successful example of how the town can permit private development in this area on land it owns. RMI is building its new headquarters on a relatively small piece of land, a building-envelope, essentially, that it purchased from the town. The town owns the surrounding property while RMI owns the envelope where its headquarters is being built.

RFCDC Perspective

RFCDC invested in Basalt in hopes of helping the community achieve its longstanding goals of moving trailer park residents out of the floodplain, building replacement affordable housing, and enabling the Town to implement the decade-old River Stewardship Master Plan. Attachment A to this memo, Timeline on the Pan and Fork and Basalt River Planning, details the numerous plans and discussions Basalt's residents and community leaders have undertaken to achieve those ends. Without participation of the Roaring Fork Community Development Corporation, this property would likely still be a privately-owned mobile home park in the floodplain.

As of April, 2015, the RFCDC has borrowed more than \$2 million to purchase this property and spent hundreds of thousands more over the years managing the park and helping Basalt plan for its eventual development.. RFCDC incurred substantial costs in the operation of the park in the first two years while we were managing it including labor

costs, substantial land-use costs trying to work with both the town and developers to create site plans, and ongoing expenses such as interest and legal costs, tap fee maintenance payments, property taxes and insurance expenses.

All the financing deployed by the Roaring Fork Community Development Corporation comes in the form of loans or investments that must be repaid. The RFCDC is committed to meeting its obligations to its lenders and investors.

Conclusion

The RFCDC believes that the time has come for Basalt to take control of the downtown's future by purchasing the RFCDC parcel. Such action would allow the town to make decisions and take action that will result in the vitality it is seeking to occur much sooner. For one, it would take the RFCDC out of the picture and allow the Town management to negotiate directly with Lowe Enterprises or any other developer. It would also give the town and its citizens direct control over 7-8 acres. Such action would create the flexibility to consider the various visions, develop a plan that creates the right mix of open space and private or public development and lead Basalt to a path forward.

The Roaring Fork Community Development Corporation respectfully asks the Basalt Council to decide to either purchase the RFCDC parcel or prescribe a developable land-use so it can be sold to a developer. Our preferred alternative is for the town to purchase the parcel, which would give the community full control of the property and its fate.

RFCDC and the Manaus Fund request a work session meeting with Town Council in the coming weeks to discuss possible outcomes for the property that work for all of the parties involved.

Attachments:

- A - Timeline on the Pan and Fork and Basalt River Planning
- B - Financial Background on the Pan and Fork Partnership
- C - Reasons for Basalt to Consider Purchasing the RFCDC Parcel



Roaring Fork Community Development Corporation

April 27, 2015

Attachment A — Timeline on the Pan and Fork and Basalt River Planning

Early 1960's — The Pan and Fork Trailer Park is developed to provide what was then termed temporary housing for the workers brought in to construct Ruedi Dam.

Spring 1995 — Heavy runoff threatens various parts of town, including the Pan & Fork and Roaring Fork Mobile Home parks. Town officials agree to invest in studies that examine the flood threat and how it can be eased.

1997 — The Town commits to a process of studying river issues on a broad level, leading to a recommendation to create a river master plan.

2000 — Town council sets goals for the River Master Plan. A roundtable citizen group of 30 people is appointed to represent community values in developing a plan for the river and the properties on its banks.

February 2000 — McLaughlin Water Engineers of Denver issues a preliminary report that says the 2.7-mile stretch of the Roaring Fork River in Basalt is one of the most unpredictable stretches of river in the state Colorado. The report specifically says encroaching development has made the unpredictability worse, because the river cannot do what it wants to do during floods. This results in adoption of new development regulations in the flood plain.

2002 — The town adopts the River Stewardship Master Plan which calls for relocation of Pan and Fork residents. It also discusses a path to alternative housing. Once vacated, the master plan suggests the land can be divided with a publicly owned floodplain area along the river, and a development parcel along Two Rivers Road.

September 2004 — Consultant Rick McLaughlin advises the Town to make relocation from the two mobile home parks its top priority. He estimates the overall cost will be between \$15 million and \$20 million to mitigate Basalts limited ability to absorb flood waters.

March 2005 — Skepticism emerges about the actual risk to the trailer parks. Town Council members press for a concrete assessment from McLaughlin, who says there is a 25 percent risk of a catastrophic flood impacting both mobile home parks within a decade. He also says the risk to the trailer parks would exist even if the Roaring Fork weren't so unstable, due to their location in the floodplain.

May 2007 — Anderson Consulting Engineers of Fort Collins conducts a peer review of McLaughlin's work and agrees both mobile home parks are threatened.

December 2007 — Town officials announce they have a \$5 million contract to purchase the Pan and Fork from owner Renee Ritchie. The deal is contingent on voter approval.

April 2008 — The proposal to buy the Pan and Fork loses by 10 votes.

Fall 2008 — "The Great Recession" moves the issue to the back burner for the next two years.

December 2010 — The Roaring Fork Community Development Corp (RFCDC) and the town begin talks about a possible public-private partnership to purchase of the Pan and Fork. The RFCDC is a non-profit entity whose goal in the partnership was to assure a socially-just relocation of the residents and help the town accomplish its long term goals of the River Master Plan.

February 2011 — The RFCDC and town negotiate a plan that includes the joint terms of the purchase. The town and RFCDC also agree that the RFCDC will manage the property and use income from trailer rentals for debt service.

The plan all along was for the RFCDC to recover its investment and costs by selling the land along Two Rivers Road to a developer. Once a development deal was approved, the residents would then be moved. The RFCDC made it clear that it has no intention to develop the property itself.

August 2011 — The RFCDC buys the Pan and Fork for \$3.25 million and then sells the roughly 3.0 acres closest to the Roaring Fork River to the town government for \$1.2 million. The funds Basalt uses are from its Open Space Fund, committing the property it purchases to park use only. RFCDC retains ownership of 2.3 acres of developable land along Two Rivers Road. The property line between the town and RFCDC is set as the 100-year floodplain line, with the town portion dedicated to park, riparian and wetlands restoration.

Per agreement with the Town, the RFCDC takes on management of the entire trailer park on the RFCDC and Town parcels (working with the Garfield County Housing Authority) to protect the Town from the conflicts of operating a trailer park and reviewing proposals for its redevelopment.

The RFCDC holds dozens of meetings to open communication with the residents of the park. The RFCDC signs leases with residents to assure them they won't just be kicked off the property. These discussions are meant to prepare the community for eventual relocation.

Basalt's Replacement Housing Ordinance at this time requires developers to replace 100 percent of affordable housing, including trailers, torn down for redevelopment.

Fall/Winter 2011-12 — RFCDC reaches out to the Aspen Skiing Co. to determine the company's interest in a deal exchanging Skico land in the mid-valley that could be used for replacement housing for a hotel site on the RFCDC land at the Pan and Fork. The talks end because the company could not make a deal work financially.

May/June, 2012 – At Town recommendation, RFCDC and Town craft a new zone district that would expedite development approvals for the Pan & Fork Property. The Community Serving Commercial (CSC) Zone district would be available to nonprofit organizations and be an improvement to the Public Zoning District currently on the books.

September 2012 — Town Manager Bill Kane resigns. At the same time, the RFCDC announces it has a development agreement with Realty Capital Corp and Richard Myers. The proposal was to build a mixed-use project with commercial spaces and a Hyatt Home Hotel on the site.

November 2012 - RFCDC and Realty Capital host a well attended Open House at Basalt Library to share the conceptual plans for redevelopment.

Mike Scanlon becomes new Town Manager

January 2013 – RFCDC works out potential replacement housing plan on the KOA parcel owned by Aspen Skiing Co. The plan would create 45 unit of affordable housing for Pitkin County and Town of Basalt, and depend on investment from Pitkin County to finance. Given Town of Basalt Affordable Housing Regulations it is unclear if residents in Pan and Fork Mobile Home Park would be eligible for units. RFCDC raises concern that building new units may not help resident relocation.

February/March 2013 – Town manager formulates a new approach to Pan & Fork redevelopment, where the Town relocates residents, fixes the river and provides a clean path for development of the RFCDC parcel.

The Town said it was not prepared to proceed with a development proposal from Myers/RFCDC. Proposal submitted but withdrawn before staff deems complete. Unresolved issues include Town replacement housing requirements.

In meeting with Town staff, RFCDC shares with Town that its loans prohibit resident relocation without a loan repayment plan. Town Staff discusses buy out possibility.

May 2013 – RFCDC/Town sign Pre-development Agreement that includes plan to address RFCDC debt due to lost revenue from Trailer relocation.

Agreement also includes acknowledgement that Town costs for river improvements would be recouped from the final development of the RFCDC parcel

Spring/Summer/Fall 2013 — The town takes over management of the trailer park and begins work to move the residents. By October, when the first trailer is removed, the town has developed a financial assistance program to pay trailer owners and resident for their property and relocation costs.

The Town works to find new homes for the residents in the Basalt area.

The Town pays for removing the trailers and pads.

Town repeals Replacement Housing Ordinance. After 12 years on the books, the law had never produced a single affordable unit of housing. Town not required to build new units for current residents of the Pan & Fork.

October 2013 – Town removes first Trailer removed from Pan & Fork

November 2013 — Voters approve a \$5 million bond to pay for moving residents, to speed up river and floodplain work.

December 2013 – RFCDC/Town Pre-Development Plan expires.

Winter 2013/2014 — The town initiates the “Our Town” process to engage citizens in formulating the plans for the future of downtown Basalt. More than 3,500 comments are submitted by community members. The process leads to lots of input of different visions but no consensus.

Town Staff again mentions buying RFCDC parcel to create clear development path for a development partner. Town want to extend pre-development agreement, but it is not.

Summer 2014 — Town Staff continues discussions for a RFCDC buyout plan. Town Staff makes an offer using an old appraisal and subtracts costs for resident relocation and river work. The offer is less than half what RFCDC needs to break even.

The relocation of the residents and loss of rental income forces the RFCDC to refinance the property with private loans.

Fall 2014 — All remnants of the trailer park are gone and the work in the river to create the new floodplain design is well under way. Basalt residents start to really see the land and the opportunity it represents.

A Downtown Area Advisory Committee comprised of citizens is selected by Town Council to bring more clarity and focus to the vision for downtown Basalt that was started in the Our Town process.

November 2014 — The RFCDC announces agreement with Lowe Enterprises, which proceeds over the next six months to develop a proposal that includes a boutique hotel, condominium housing and public open space on the 2.3 acre RFCDC parcel. The open space is in addition to the property already owned by Basalt

April 2015 — After several public meetings about the proposal, public opposition develops to an extent that leads Lowe put its application on hold.



April 27, 2015

Attachment B — Financial Background on the Pan and Fork Partnership

In August 2011, the nonprofit Roaring Fork Community Development Corporation purchase the Pan and Fork Mobile Home Park for \$3.25 million.

At closing, the town of Basalt pays RFCDC \$1.2 million from open space funds to acquire approximately 3.0 acres located in the floodplain closest to the river. RFCDC retained ownership of 2.3 acres along Two Rivers Road.

RFCDC still owes \$2.05 million to lenders that include the Manaus Fund, Alpine Bank, Fort Collins-based Funding Partners and private individuals.

A 2011 agreement between the RFCDC and the Town gives RFCDC management responsibilities of the Pan and Fork. The RFCDC is in charge of maintaining the property and collecting rents. The rental income goes toward maintenance costs, tenant outreach, taxes, fees and monthly loan repayments.

In late 2013, the Town terminates the Pan and Fork Mobile Home Park management contract with RFCDC and begins work to move the tenants and the trailers off the property.

The RFCDC raises concerns at the time over the change in plans and loss of rental income. Town management assures the RFCDC that it will be either be repaid in full either through a town purchase of the RFCDC parcel, or supported with assistance on the loan payments. Those assurances were never honored. Instead Town purchases a temporary easement over the RFCDC property for \$50,000 to be able to remove trailers and infrastructure and stage river work. The easement payment covers RFCDC debt service for part of 2014.

In August 2014, with no income from the trailers to meet its debt obligations and no support from the Town, the RFCDC refinances its loans with money from private sources. The new loan does not require monthly payments but it is accruing interest.

Town management informs the RFCDC that it owes \$1.2 million to the Town for resident relocation (\$825,000) and trailer removal (\$400,000). That number that has since grown to \$2.5 million to include floodplain work (\$1.3 million).

The RFCDC never agreed to pay any town incurred expenses for relocation and river work, other than by way of development of the property.. The Pre-development agreement the RFCDC and Town signed in May 2013 (and which expired in December 2013) states that

site work, improvements, and utilities would be paid by the **final constructed project** on the RFCDC parcel.

Furthermore, the Pre-development agreement also states that the RFCDC and the Town would work on how the RFCDC debt obligations would be repaid when the income from the Trailer Park is reduced and ultimately eliminated by the relocation and removal of trailer homes.

This agreement expired over a year ago and was mutually non-binding in any case. The RFCDC did not participate in any of the decisions regarding either the relocation of the residents, or floodplain improvements. Additionally, the floodplain work is expected to affect approximately one half acre of the RFCDC's parcel, while benefitting several other parcels along the river (including the RMI parcel). The other 1.8 acres owned by RFCDC were never in the floodplain.

In November 2013 Basalt voters authorized the town to incur \$5 million in new debt to speed up river improvement work. From the RFCDC's point of view, the town has the voter approval and the money it needs to pay for the closure of the Pan and Fork trailer park and the reconfiguration of the property.

Basalt's current intent is to recover, up front, all costs associated with relocation, infrastructure and floodplain improvements. This policy makes the prospect of developing the RFCDC parcel considerably more expensive. The land costs \$3 million. The town's affordable housing ordinance requires 15 units, adding approximately \$3 million in expenses. If the town also requires \$2.5 million in reimbursements for resident relocation, trailer removal and floodplain improvements, a developer would be required to invest \$8.5 million before spending a dime on design, approval and construction of their own project. There could, and likely will be additional costs for parking impacts, bringing the total closer to \$10 million.

As of April, 2015, the RFCDC's break-even point is approximately \$2.8 million, and climbing by roughly \$165,000 each year. The contract with Lowe Development for \$3 million may result in a small profit. In the event RFCDC actually makes money on the deal, we have long indicated a willingness to donate it to the town to defer costs of the relocation of the residents.



Roaring Fork Community Development Corporation

April 27, 2015

Attachment C —

Reasons for Basalt to Consider Purchasing the RFCDC Parcel

- Purchase of the RFCDC parcel will eliminate the uncertainty about the future of the property. The community can decide its fate without the pressure or uncertainty that comes from private ownership. This is an economic development opportunity for the town of Basalt of similar scope as the approval of Willits, and creates a true legacy moment.
- Town ownership would include the right-of-way under Two Rivers Road and a portion of the Midland Spur. If the RFCDC parcel remains in private hands it constrains the town's ability to vacate two-rivers road, which would add nearly an acre of additional land to the town, much of which could be additional park area.
- Basalt would control an ~8-acre campus that can be configured as the community desires: Parks and public spaces can be created, and roads rerouted. The town will have the ability to relocate existing public buildings and develop affordable housing, especially if it collaborates to build residential, commercial, and/or civic buildings as well.
- Basalt could take the time it needs to master plan the entire downtown and ultimately recover some of its investment by selling a portion of the parcel or by partnering with another entity such as the school district (*e.g.*, for a mixed-use community theater). The town has recently shown it is capable of allowing development on property it owns with the Rocky Mountain Institute building.
- Basalt can find many partners such as Eagle/Pitkin counties, GoCo, to finance the purchase. For example, Basalt has co-funded with Pitkin OST the purchase of the Emma Townsite, Grange, Grace-Shehi, Saltonstall, and Glassier—all in or near Basalt. Expanding the park size would enhance the community's relationship with the Roaring Fork River and honor the desire to for meaningful public gathering spaces.
- The Town of Basalt will honor the spirit behind the partnership with RFCDC to purchase the Pan and Fork Mobile Home Park. That partnership envisioned acquiring the trailer park, coming up with a just way to relocate the residents, creating a riverside park and finding a buyer to reimburse the money borrowed by the nonprofit RFCDC to make it all possible. Purchase of the RFCDC parcel is the final piece in the puzzle—Basalt can be the buyer and decide how it wants to proceed with the land.

TOWN OF BASALT Worksession Item	Date: May 24, 2016 From: James Lindt AICP, Assistant Planning Director
	Town Manager Review: MS 5-19-16

SUBJECT: Worksession regarding Administration of Affordable Housing

DETAILS: Councilors requested that the Council conduct a worksession to discuss the administration of affordable housing and the following related topics:

- 1) Basalt Affordable Community Housing (BACH) Committee Prioritized Parcels- BACH Maps of prioritized housing parcels are attached
- 2) Affordable Housing Goal- Goal reiterated by Council in 2015 for at least 200 additional AH units built in Basalt over the next 4 years as recommended in the Economic and Planning Systems (EPS) Housing Conditions Update
- 3) Make-Up of the AH Units- Goal reiterated by Council in 2015 for a mix of AH units to serve a full range of individuals and families with an emphasis on family units
- 4) Administration of AH Units- Town Attorney's draft policy for administering Town-owned units is attached. Some questions were raised in the Council's previous review of the policy and due to workload the policy had not been brought back to the Council. Currently, Town Staff administers the rental of AH units in the Town, the Garfield County Housing Authority administers the sale of Basalt AH units on a transaction by transaction basis
- 5) AH Unit Purchase Cost vs. Market Value- The purchase prices for the AH units that the Town has purchased over the last couple of years are included on the attached chart of Town-owned units. Generally, the purchase prices the Town has paid for the units are considerably less than the current mid-valley free-market sales prices.
- 6) Selling Town-owned Units vs. Retaining Town-owned Units- Staff has provided a pros and cons sheet on this topic.
- 7) Allocation of AH units reserved for Town Staff- Administrative policy for Town-owned units provides that Town employees, Pitkin and Eagle County employees, School District and Special District employees get priority to rent the Town-owned units before they are offered for rent to general employees working between Aspen and Glenwood Springs.

RECOMMENDATION: Staff recommends that the Council hear a brief presentation from BACH regarding the housing priorities map and then conduct a Council discussion on the topics (outlined above)

RELATED TOWN STATUTE AND TOWN ACTIONS: Town Code Section Chapter 16, Article XIX, *Housing Mitigation*; Basalt Community Housing Guidelines; 2007 Basalt Master AH Goals and Objectives

ATTACHMENTS: A) BACH Letter, B) BACH Housing Priorities Maps, C) Draft Policy for Administering Town-Owned Units and Current Practice; D) Chart of Town-owned Units; E) Town-owned Units Analysis of Issues; F) AH Unit Inventory

A) BACH
Letter



BASALT AFFORDABLE COMMUNITY HOUSING COMMISSION

Creating affordable housing in Basalt

Mayor Whitsitt and Town Council members:

Since 2010, BACH has met with Town staff, community leaders, financial and state activists in the affordable housing realm in an effort to address how best Basalt can participate in creating and providing affordable community housing.

To date, the Commission has participated in the following:

- Habitat for Humanity-Town of Basalt partnership for the Homestead Drive home;
- EPS Study to update housing needs and Town housing inventory;
- Identify properties within the Urban Growth Boundary for AH projects;
- Worked with Staff to develop Community Housing Credit Program, incorporated into the Code;
- Recommendations for incentives to build AH housing, incorporated into the Code;
- Recommendations for AH code amendments, bringing the Town AH requirements into alignment with Eagle County requirements;
- Created Livability Standards for incorporation into the Community Housing Guidelines.

In addition, BACH acts as a referral committee on AH projects before the Town, including RealAmerica, Willits Town Center, and Lowe's Pan and Fork project, and provides support for AH projects seeking public and private funding.

We look forward to working with you to develop new avenues for affordable housing options in the Town of Basalt.

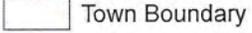
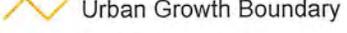
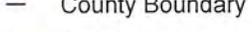
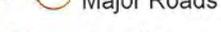
Thank you,

Cathy Click
Chair,
BACH

B) BACH Housing Maps

BACH
Community Housing Proposals
2014
First Priority

Legend

- Parcels
-  BACH 1st Priority
-  Town Boundary
-  Urban Growth Boundary
-  County Boundary
-  Major Roads
-  Hwy 82

N 

West Basalt

East Basalt

Eagle County

Pitkin County



Map by Denise Tomaskovic 8/28/14

C) Proposed
Town Policy
write
eok

Administration of Town-Owned Rental Units

DRAFT

Qualifications:

Only one person of a family must meet the employment requirements established in the Town's Community Housing Guidelines to qualify to rent a Town-owned rental unit. Deed restrictions on Town-owned rental units shall control where in conflict with this policy. If income and asset requirements are not contained in an applicable deed restriction, then Priority 1 and 2 applicants are not required to meet income and asset limitations. Priority 3 and 4 applicants must meet the Category 3 income and asset requirements of the Community Housing Guidelines.

Occupancy Requirements and Limitations:

A minimum occupancy of one individual per bedroom must be met; however, if the Town of Basalt has advertised a vacant unit for each Priority and no qualifying tenant has applied, minimum occupancy requirements can be modified by the Special Housing Evaluation Committee (SHEC) as defined in the Town's Community Housing Guidelines for a leased term not to exceed one year. At such time as the rental unit again becomes vacant minimum occupancy requirements shall apply. Maximum occupancy shall not exceed the limitations set forth in the Town Code and Community Housing Guidelines.

Maximum Lease Terms and Requalification:

Maximum lease terms for renting a community housing unit shall be one year. Compliance with all applicable qualification requirements must be maintained during the lease term. After the lease expires, occupants must re-qualify with the Town based on the applicable employment, income, assets, and occupancy restrictions in order to continue to occupy the unit. Such tenants have priority for continuing tenancy. Each adult occupying a unit shall be listed on the lease filed with the Town.

Minimum Lease Terms:

Minimum lease terms shall be six (6) months unless reduced by the SHEC in the instance that such a reduction or waiver furthers the Town's housing goals, (e.g. housing Rocky Mountain Institute interns/employees). The same requirements apply as for one-year leases.

Responsibility for Rental Affordable Housing Unit Administration:

SHEC shall work together to administer the advertising, qualifying, and placement of qualified individuals into rental community housing units controlled by the Town based on the policies identified herein and in the Town's Community Housing Guidelines as they may be amended from time to time.

Maximum Rents:

Maximum rents shall be established first as set forth in the site-specific approvals for the individual units as appropriate; or second as set forth in the Town's Community Housing Guidelines.

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Occupancy Priorities:

Unless established in the site-specific approvals for a unit or an applicable deed restriction, the occupancy priorities for rental of a unit shall be as follows:

1. First Priority: Town of Basalt Employees: Full-time employees of the Town of Basalt. Income and asset requirements do not apply.
2. Second Priority: Government and Special District Employees: Full-time employees of Pitkin County, Eagle County, the RE-1 School District, the Basalt and Regional Library District, the Basalt Sanitation District, the Mid-Valley Metropolitan District, and the Basalt and Rural Fire Protection District (and other local and state government or special districts who have requested inclusion on the Town's AH notice list) employed in the "employment area" as defined in the Town's Community Housing Guidelines.
3. Third Priority: Other Qualifying Full-Time Employees: Non-governmental applicants employed in the "employment area" as set forth in the Town's Community Housing Guidelines.

In order to be qualified, such applicants must meet all of the Category 3 requirements of the Town's Community Housing Guidelines. Within this Priority, the priorities in the Guidelines shall apply.

4. Fourth Occupancy Priority: Non-Qualified Full-Time Employees: If there are no interested and qualified applicants meeting the qualifications and occupancy priorities above after advertisement of a unit for a full sixty (60) days, then the unit may be rented as a free market unit to anyone wishing to rent the unit regardless of whether they are a qualified employee. Rental rates shall be set at market rates as determined by the Town. However, at the end of the lease of no longer than one year, the Town will advertise the unit for lease to a qualified applicant in accordance with the priorities referenced herein.

SHEC Tasks:

SHEC shall establish a notebook and files containing pertinent documents for each unit, including but not limited to:

- 1) Development Approvals
- 2) Summary of Rules and Policies for Each Unit
- 3) Rent for Each Unit
- 4) Lease Expiration Schedules
- 5) Maintain contact information for local public entities seeking housing and inform those who wish to be contacted of vacancies.

TENANT SELECTION PROCESS

1. When a unit becomes available, it shall be advertised for a two-week period as available for First Priority applicants.

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2. At the end of the two-week period, if there are no qualified First Priority applicants, it shall be advertised for a two-week period for Second Priority applicants.
3. At the end of the second two-week period, if there are no qualified Second Priority applicants, it shall be advertised for a thirty-day period for Third Priority applicants.
4. At the end of the thirty-day period, if there are no qualified Third Priority applicants, it shall be advertised for a thirty-day period for Fourth Priority applicants.
5. If there is more than one qualified applicant within any of the above-referenced priorities, a lottery shall be conducted. Within the Third Priority, the additional priorities of the Town's Guidelines shall also apply in determining if a lottery is necessary. The lottery shall produce a complete list of the applicants in order of priority.
6. The Town shall negotiate a lease with competing applicants in the order of their priority. If lease negotiations are unsuccessful, or if it is determined in negotiations that an applicant is not qualified, the Town shall negotiate with the next applicant in priority until a lease is entered into.
7. The availability of units shall be advertised on the Town's website and may be further advertised as determined by the Town in its discretion.
8. In addition to advertising, the Town shall maintain a list of all persons who have notified the Town of their interest in leasing a Town-owned unit, and the persons on the list shall be timely notified of availability.

Current Practice for Renting Town-owned Units

1. Assistant Town Manager/Finance Director establishes rents based on carrying costs, HOA dues, maintenance and any finance charges. Rents are within the Category 3 maximum rental range.
2. When unit becomes available:
 - a. Finance Department determines if any Town employees are in need of housing. Councilors are included.
 - b. If no Town employees are in need, notice is sent to the School District and other Special Districts, Pitkin and Eagle County, and other individuals that have expressed interest to Staff.
 - c. Finance Department selects tenant.
 - d. Currently, units are rented based on 1st come, 1st serve basis. Town has not been requiring compliance with the 1 person per bedroom occupancy requirement on Town-owned units.

D) Chart of Town-Owned Units

Town-Owned Units

Project Name	Number of Units and Type of Unit	Owner (Town vs. Privately Owned)	Renter Composition	Deed Restricted	Purchase Price
Riverside Plaza	7 Units, 4 one-bedroom units and 3 two-bedroom units	Town of Basalt	1 RMI Employee, 3 School District Employees, 3 Pitkin County Employees	Yes, RO Deed Restriction with a 5% Appreciation Cap, Rental Allowed	\$220,000 for the 1-bedroom units and \$305,000 for the 2-bedroom units
Lakeside	1 Unit, 2-bedrooms	Town of Basalt	Town Employee	No	Obtained through Development Review
Valley Pines	1 Unit, 1-bedroom	Town of Basalt	Whole Foods Employee	No	Obtained through Development Review
Basalt Commercial Park	1 Unit, 1-bedroom	Town of Basalt	Employee working in Basalt	Yes, Category 2/3 Deed Restriction	\$170,000
Villas at Elk Run	1 Unit, 2-bedroom	Town of Basalt	Town Employee	No	\$321,000
Old Snowmass	6 Units	Town of Basalt	2 RMI Employees, 2 Pitkin County Employees, 1 Town Employee, 1 General Employee working within the Employment Area	No	Obtained through RMI Development Application
Willits (Under Construction)	2 Units, 3-bedrooms each	Town of Basalt	N/A	Potentially	Approx. \$324,000 per unit + \$20,000 for parking

Analysis of Selling vs. Retaining Town-owned

Affordable Housing Units

Selling Town-owned Units

Pros:

- 1) Frees up additional funds to put towards other significant capital projects after line of credit is paid off
- 2) Reduces Staff time and costs related to administering and maintaining units
- 3) Could sell selected units and purchase other units to better address community's overall housing need (i.e. larger family units)

Cons:

- 1) Sales prices in Basalt continue to rise and makes it increasingly difficult to recruit and maintain employees without having housing available
- 2) Town Staff is able to keep a better handle on who is living in the Town-owned rental units than privately-owned rental units
- 3) The Town is better equipped to deal with difficult HOA conditions and deed restrictions than private owners such as the HOA and lending issues that led to the Town's purchase of the 7 Riverside Plaza RO Units and the release of several RO units in Willits.
- 4) Units have helped intergovernmental relations and have helped in retaining essential employees such as teachers.

Issues/Concerns with Proposed Policy on Town-owned Units

1. *Should Town employees receive 1st Priority?*

Pros: Method of Retaining and Recruiting Staff.

Key Staff providing essential services can live in town

Cons: General employees who work in Basalt have housing needs too.

2. *Should occupancy limitation of having at least 1 person per bedroom be applied to Town units?*

Pros: Obtain maximum housing use out of each unit

Cons: Town has a small inventory and the type of units fitting an individual's need are not always available.

3. *Should Town have lottery for rental of Town-owned units?*

Pros: Could be looked at as providing more opportunity for the general public.

Cons: Would require additional staff time and resources to administer.

Could lead to units sitting empty for longer as the lottery process takes longer to administer.

Staff has not seen an instance where we think a lottery would have been beneficial.

4. *Should Council members be included as member of Staff related to the obtaining a priority to rent a Town-owned Unit?*

Pros: Council members are considered Town employees for other employee benefits.

Council members put in significant volunteer time to improve the community.

Cons: Public perception.

Basalt Community Housing Units 2016

Town Owned

7 RO Gold River	Town
1 Lakeside Unit	Town
1 Valley Pines	Town
1 Basalt Commercial Park	Town
1 Villas at Elk Run	Town
6 Old Snowmass	Town
17	

Town Priority when available

4 Roaring Fork Club Units	For Rent
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Right of First Refusal

1 Southside	For Sale
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Additional Units

18 Other Roaring Fork Club Units	For Rent
1 RO Gold River	For Sale
8 Valley Pines Category for sale	For Sale
1 Kelso	For Rent
5 Keelty	For Rent
1 Southside (part of live work)	For Rent
2 RO Willits	For Sale
3 298 Park Ave	For Rent

TOTAL UNITS

61 of which
17 are Town owned for rent
32 are for rent privately owned
12 are for sale

Future AH- Approved Unbuilt

50 Block 7 North WTC
27 Block 7 South WTC*
56 Roaring Fork Apartments

*The Town has the opportunity under the Willits Town Center PUD to purchase two 3-bedroom units in Block 7 South at reduced prices. A discussion will be scheduled in the near future. 3-bedroom units are considered by Staff as a priority need for the Town. The Fire District has similar provisions.

Deed Restricted For Sale Units-Privately Owned Units

INVENTORY OF UNITS UNDER BASALT COMMUNITY HSG GUIDELINES - EAGLE COUNTY

Willits - Market Street Lofts

#	Unit Address				Sale Date	Sales Price	Appreciation Restriction	Bedroom size/Bath size	Purchaser		Income Category	Misc
1	0361 Robinson Street, Unit 216	Basalt	CO	81621	6/12/2008	\$475,000	N/a, resident occupied only	2 bd/2 bath	Caroline Christensen		n/a	
2	0361 Robinson Street, Unit 310	Basalt	CO	81621	6/24/2008	\$482,095	N/a, resident occupied only	1 bd/1 bath	Gaines Norton		n/a	

Note: Town amended approvals to allow RO owners to request administrative review for removal of RO restriction if they could prove they couldn't get financing or there was some other hardship. 4 owners of the original 6 units with RO to date have requested and received approval to remove the restriction. Those units had been purchased for upwards of \$485,000

Notes on Riverside: No limitations in deed restriction to capital improvements so long as they are documented. Appreciation is 5% **non-compounded**, annual. Must work between Aspen and Glenwood inclusively.

Riverside BC in downtown Basalt

#	Unit Address				Sale Date	Sales Price	Appreciation Restriction	Bedroom size/Bath size	Purchaser		Income Category	Misc
1	355 Gold River Court, Riverside BC 333	Basalt	CO	81621	4/29/2005	\$239,500	5% noncompounded annual	2 bd/1 bath	Howard Deluca		n/a	752 sq'+ 62sq' deck, 1 underground parking space; 1 space outside
	<i>first sale</i>				4/27/2001	\$229,476						

Notes on Valley Pines: Category 3 units for buyers employed in Employment Area, 3% **compounded** annual interest or CPI whichever is less. Permitted Capital Improvements limited to 10% of each owner's purchase price and must be eligible and documented.

Valley Pines Condos

#	Unit Address				Sale Date	Sales Price	Appreciation Restriction	Bedroom size/Bath size	Purchaser		Income Category	Misc
1	1400 E. Valley Road, #137	Basalt	CO	81621	2/21/2014	\$149,700	3% compounded annually	1 bd/1 bath	Tyler Stevens		Category 3, mid-valley employment	720 sq', outside storage unit, 2 outside parking spaces
	<i>first sale</i>				12/26/2003	\$120,900						
2	1400 E. Valley Road, #8	Basalt	CO	81621	6/7/2013	\$142,000	3% compounded annually	1 bd/ 1bath	Kristie Goodhard		Category 3, mid-valley employment	720 sq', outside storage unit, 2 outside parking spaces
	<i>first sale</i>				12/17/2003	\$120,900						
3	1400 E. Valley Road, #3	Basalt	CO	81621	12/5/2003	\$120,900	3% compounded annually	1 bd/1 bath	Nicole Levesque		Category 3, mid-valley employment	720 sq', outside storage unit, 2 outside parking spaces
4	1400 E. Valley Road, #134	Basalt	CO	81621	6/5/2006	\$132,054	3% compounded annually	1 bd/1 bath	Marisol Henriquez		Category 3, mid-valley employment	720 sq', outside storage unit, 2 outside parking spaces
	<i>second sale</i>				8/1/2005	\$127,741						
	<i>first sale</i>				12/12/2003	\$120,900						
5	1400 E. Valley Road, #132	Basalt	CO	81621	10/31/2005	\$129,097	3% compounded annually	1 bd/1 bath	James Coates		Category 3, mid-valley employment	720 sq', outside storage unit, 2 outside parking spaces
	<i>first sale</i>				9/16/2003	\$120,900						
6	1400 E. Valley Road, #133	Basalt	CO	81621	12/22/2006	\$131,058	3% compounded annually	1 bd/1 bath	Brian Pollack		Category 3, mid-valley employment	720 sq', outside storage unit, 2 outside parking spaces
	<i>second sale</i>				10/3/2005	\$127,550						
	<i>first sale</i>				10/1/2003	\$120,900						
7	1400 E. Valley Road, #131 or #7	Basalt	CO	81621	5/23/2013	\$146,000	3% compounded annually	1 bd/1 bath	Annette Miller		Category 3, mid-valley employment	720 sq', outside storage unit, 2 outside parking spaces
	<i>second sale</i>				3/15/2006	\$130,748						
	<i>first sale</i>				9/15/2003	\$120,900						
8	1400 E. Valley Road, #135 or #2	Basalt	CO	81621	4/8/2016	\$143,600	3% compounded annually	1 bd/1 bath	Cory Potter		Category 3, mid-valley employment	720 sq', outside storage unit, 2 outside parking spaces
	<i>first sale</i>				3/26/2004	\$120,900						

Deed Restricted For Sale Units-Privately Owned Units

INVENTORY OF UNITS UNDER BASALT COMMUNITY HSG GUIDELINES - PITKIN COUNTY

Notes on Southside unit: Category 3 unit for buyers employed in mid-valley only, 3% **non-compounded** annual interest or CPI whichever is less. Permitted Capital Improvements limited to 10% of each owner's purchase price and must be eligible and documented.

Southside

#	Unit Address				Sale Date	Sales Price	Appreciation Restriction	Bedroom size/Bath size	Purchaser		Income Category	Misc
1	332 Alexander Lane, Unit #21	Basalt	CO	81621	9/22/2009	\$135,139	3% noncompounded annual	1 bd/1 bath	Tracy Gurley		Category 3, mid-valley employment	550 sq' + 200 sq' heated garage, attic
	<i>second sale</i>				6/14/2006	\$124,175						
	<i>first sale</i>				8/30/2000	\$103,750						



101 Midland Avenue, Basalt, CO 81621

Meeting Date: May 10, 2016
Location: Town Council Chambers

Time: 5:30 p.m.

TOWN COUNCIL MEETING MINUTES

Worksession: Basalt Finances

1. Call to Order (Mayor Whitsitt)

The regular meeting of the Basalt Town Council was called to order at 6:12 PM on Tuesday, May 10, 2016.

2. Roll Call (Pam Schilling)

Council members present were Gary Tennenbaum, Mark Kittle, Bernie Grauer, Katie Schwoerer, Auden Schendler and Jennifer Riffle.

3. Council Acknowledgements

3A. Police Chief Greg Knott for Contributions to the Glenwood Springs Youth Hockey Association

4. Consent Agenda (Mayor Whitsitt)

4A. Minutes: 4Ai. April, 26, 2016; 4Aii. April 27, 2016

4B. Special Event Activity Permit: Motors on Midland

4C. Resolution No. 17, Series of 2016: Resolution of the Town Council of Basalt Colorado, Granting Approval for a Sunday Market on Midland Spur and Lions Park in Downtown Basalt

4D. Resolution No. 18, Series of 2016: Resolution of the Town Council of Basalt Colorado, Approving Use of the Willits Rugby/Soccer Field for a For-Profit Fitness Class

M/S COUNCILORS SCHWOERER AND GRAUER THAT THE TOWN COUNCIL APPROVE CONSENT AGENDA ITEMS 4A THROUGH 4C AS PUBLISHED. THE MOTION CARRIED 7-0.

Council discussed item 4D separately as it dealt with for-profit use of a public park.

M/S COUNCILORS GRAUER AND RIFFLE THAT THE TOWN COUNCIL APPROVE RESOLUTION 18, SERIES OF 2016, AS PRESENTED. THE MOTION CARRIED 7-0.

5. Council and Manager Comments, Reports, Disclosures

Auden Schendler said he had some quick and easy wins for the community:

- Open the alley between the Alpine Bank and the Aspenalt property creating a path to the river.
- Look at zoning a trail in town as "Fairy and Gnome" as had been done in Harpswell, Maine. The Cliff Trail in Maine allows children to build fairy and gnome houses using natural materials, costing little and getting kids into open space.
- Auden said he didn't like the shape of the room as it could make audience or applicants feel as supplicants to the Council. A round table design was discussed, but there were concerns about council members having their backs to the public.

Gary Tennenbaum noted the new Mountain Bike Trail – Buckhorn Trail – from Rock Bottom Ranch to the Crown that is now completed with the steep section removed. Gary wanted to give a 'shout out' to the Roaring Fork Mountain Bike Association and Mid Valley Trails for their work on this.

Jennifer Riffle said she met with Eagle County Commissioner Jill Ryan last week and they shared an excitement for working together on environmental and economic sustainability issues. Jenn also requested that all documentation be included in the packet prior to the meeting allowing Council time to review; if documentation was not in the packet, the item should be pulled from the agenda.

Bernie Grauer noticed assignments to committees had been made while he was gone. Bernie said he would be happy to serve as an alternate to the mayor on the RFTA committee. Bernie asked that at the next worksession, Council discuss developing a unified policy for Basalt's Affordable Housing program feeling it was important for public trust and transparency; and to ask Council to give direction to staff on the allocation of affordable housing units until a uniform public policy is in place.

Katie Schwoerer asked general questions about the Accounts Payable.

5A. Manager's Report

Basalt Education Foundation and the Art Base were the beneficiaries of the Roaring Fork Charity Golf Classic with net proceeds of around \$35,000 being split between the two organizations. Basalt Education Foundation is giving out \$15,000 in scholarships to 8 individuals this evening; that has grown from \$3,000 just 4 years ago. A lot of work has been done by the committee of 18 individuals on the Basalt Education Foundation Board which has raised almost \$400,000 over the last 5 years, 95% of which goes back into the schools or for scholarships.

6. Citizen Comments: for Items Not on the Agenda and Items Added to the Agenda After the Deadline

Heather Kent read a statement regarding a dispute concerning the alleyway behind Two Rivers Café.

7. ITEMS FOR COUNCIL CONSIDERATION

7A. Discussion: Check in Our Town Planning Process

Susan Philip, Mike Scanlon, Dylan Johns of P&Z Commission and Laura Kirk of DHM were present for this discussion.

7B. Approval of Contract with Old Castle SW Group, Inc., dba United Companies, for the Construction of SH-82 Basalt Pedestrian Underpass Project

Town Manager Mike Scanlon and Town Engineer Louis Meyer were present for this discussion.

M/S COUNCILORS TENNENBAUM AND GRAUER THAT THE TOWN COUNCIL APPROVE THE CONTRACT WITH THE OLD CASTLE SW GROUP, INC., DBA UNITED COMPANIES, WITH THE AMENDING LANGUAGE TO SECTION 4.6 (PAGE 3) OF THE CONTRACT, PROPOSED BY TOWN ATTORNEY TOM SMITH.

8. RESOLUTIONS

8A. Resolution No. 19, Series of 2016: A Resolution of the Town Council of Basalt, Colorado, Informing Clean Energy Collective (CEC) That the Town is not Pursuing the Purchase of Solar Panels

M/S COUNCILORS SCHENDLER AND RIFFLE THAT THE TOWN COUNCIL APPROVE RESOLUTION NO. 19, SERIES OF 2016. THE MOTION CARRIED 6-1 WITH COUNCIL MEMBER KITTLE OPPOSED.

8B. Resolution No. 20, Series of 2016: A Resolution of the Town Council of Basalt, Colorado, Directing the Town Manager to Draft a letter of Support for the Roaring Fork Apartments Tax Credit Application and Supporting Contribution of \$175,000 for the Construction of the Roaring Fork Apartments Affordable Housing Project

Real America representatives Ronda Shrewsbury Weybright and Jeff Ryan were present to address this item with council this evening.

Mayor Whitsitt opened the public hearing this on this item at 7:50 PM. Cathy Click, Chair of the BACH (Basalt Affordable Community Housing) was present noting that BACH submitted a letter in support of this project and the members of BACH were enthusiastic in moving forward with the zoning and the \$175,000 contribution.

Former Mayor and Councilman Rick Stevens submitted a letter in support allocating \$175,000 in fee reductions to Real America for the purpose of gaining funding to move the project forward.

There were no further public comments and the hearing was closed at 7:53 PM.

M/S COUNCILORS TENNENBAUM AND KITTLE THAT THE TOWN COUNCIL APPROVE RESOLUTION NO. 20, SERIES OF 2016 AS PRESENTED. THE MOTION CARRIED 7-0.

9. FIRST READINGS OF ORDINANCES:

9A. First Reading of Ordinance No. 13, Series 2016: An Ordinance of the Town Council of Basalt, Colorado, Approving a one-year extension on the document recordation deadline and a corresponding extension of vested property rights for the Roaring Fork Apartments.

M/S COUNCILORS KITTLE AND TENNENBAUM THAT THE TOWN COUNCIL APPROVE ORDINANCE NO. 13, SERIES OF 2016, ON FIRST READING, AND SET THE PUBLIC HEARING AND SECOND READING FOR MAY 24, 2016. THE MOTION CARRIED 7-0.

10. INFORMATION AND CORRESPONDENCE:

NO ACTION REQUIRED BY THE TOWN COUNCIL

- A. Accounts Payable
- B. Advanced Agendas
- C. Correspondence to the Town

11. ADJOURNMENT

M/S COUNCILORS KITTLE AND TENNENBAUM TO ADJOURN THE MEETING AT 8:08 PM.

The minutes of the May 10, 2016 meeting were read and approved this 24th day of May, 2016.

BASALT TOWN COUNCIL:

ATTEST:

By: _____
Jacque Whitsitt, Mayor

Pamela Schilling, Town Clerk

TOWN OF BASALT Consent Item	Date: May 24, 2016 From: James Lindt AICP, Assistant Planning Director
	Town Manager Review: MS 5-19-16

SUBJECT: Consideration of a motion to approve of a Special Event Activity Permit to allow for the closure of Harris Street for the Triangle Park Grand Opening Event on June 15, 2016.

RECOMMENDATION: Staff recommends that Council approve the Triangle Park Grand Opening Special Event Activity Permit subject to the attached conditions.

DETAILS: The purpose of this agenda item is to consider approving by motion the Triangle Park Grand Opening Special Event Activity Permit. The Applicant, Big Jig Entertainment on behalf of the Town, is putting on a party/concert on Wednesday, June 15th to celebrate the completion of the Triangle Park renovation in Willits.

The closure of Harris Street is proposed as can be seen on the attached map for the Triangle Park Grand Opening Event/Concert. The Applicant has proposed to close Harris Street during the event at the suggestion of Town Staff as the closure of Harris Street has seemed to be positive from a public safety standpoint on past special events held in Triangle Park. The Police Department and the Fire District have been consulted and Staff has attached draft conditions for the Council's consideration.

RECOMMENDATIONS FROM OTHER BOARDS: The P&Z does not review special event applications.

RELATED TOWN STATUTE AND TOWN ACTIONS: Resolution No. 13, Series of 2013 adopting a Special Event Review Policy pursuant to Town Council Policy No. 104.

ATTACHMENTS: A) Draft Conditions; B) Closure and Event Map; C) Town Council Policy No. 104 and Resolution No. 13, Series of 2013

2016 Triangle Park Grand Opening Party Conditions

1. The Applicant shall adhere to all material representations made in, or in connection with this application.
2. The Applicant shall comply with the requirements of the Basalt Police Department. The only road that shall be closed for the proposed event is Harris Street between Triangle Park Lofts and Triangle Park, unless other closures are effectuated by the Town Police Department. Harris Street shall only be closed directly before and during the event. The Town will provide movable barricades for closing the street.
3. Professional traffic control shall be provided for the event at the intersection of East Valley Road and Harris Street.
4. The Applicant shall be responsible for trash collection and removal.
5. The Applicant shall provide recycle bins for the collection of commingled materials (i.e. glass, plastic and metal) and a volunteer to monitor that the appropriate materials are being recycled. All recyclables shall be taken to the Town Public Works Facility at the conclusion of the event. Recycle bins will be collocated with trash containers.
6. The Applicant or associated vendors shall not serve alcohol on the park unless a Special Event Liquor license is obtained.
7. The Applicant shall comply with the Eagle County Environmental Health Department's rules and regulations related to preparing and serving prepared foods. The Applicant shall also provide vendors with the Town's resource list identifying sources of eco-friendly event supplies.
8. If linens, cutlery, and dishes are used they shall be reusable. Any single-use, food-service products shall be compostable or recyclable.
9. The Applicant or the Applicant's vendors shall not dispense bottled water in the Town's park. The Applicant shall provide drinking water for participants from local sources using some sort of tank instead of individual bottles. The Applicant also shall not provide plastic or non-recyclable containers from which to drink the water provided.
10. Event staff and volunteers shall be trained to comply with Green Event Standards and Conditions. Compliance with the conditions contained herein constitutes compliance with the Town's Green Events Checklist.

11. Upon the request of the Town Manager, the Applicant shall conduct a post-event evaluation and de-briefing report and provide it to the Town. The event report would include pertinent observations, notes, and data that may help reduce the environmental impacts of similar events to be held in the future.
12. Any printed materials advertising the event shall, at a minimum, be printed on 50% post-consumer recycled content paper.
13. Any tents that are over 400 square feet shall be required to have a building permit from the Town of Basalt Building Department.
14. The Applicant shall provide a fire extinguisher plan for review and approval by the Fire District prior to the event. Any fire pits shall be located at least 25 feet from any structure, shall meet the Fire District's Guidelines for Recreational Fires, and shall be supervised by a responsible adult at all times. If it is determined to be too windy or unsafe for other reasons by representatives of the Town, the fires in the fire pits will be extinguished.
15. The Applicant shall establish a point of contact for the Town related to overseeing the event.
16. Insubstantial changes to this approval may be authorized by the Town Manager.



**B) Closure +
Event Map**

C) Town Council Policy + Res.

RESOLUTION OF THE TOWN COUNCIL OF BASALT, COLORADO, ADOPTING A POLICY FOR SPECIAL EVENTS ON TOWN PROPERTY

Town of Basalt, Colorado
Resolution No. 13
Series of 2013

RECITALS

The Town of Basalt has a collection of documents including the Town Charter, Town Code and various administrative procedures that address the Town's procedures for reviewing special event applications. The Town Council adopted Policy 104 providing that the Town Council would adopt a resolution to finalize the Special Event Review Policy and the Stage Reservation Policy.

The Town Council, through the promulgation of Town Council policies, wants to create a policy framework which Town staff can work within.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF BASALT, COLORADO:

Section 1. The Town Council supports and affirms the adoption of a Town Council Policy regarding Special Events on Town Property.

Section 2. The Town Council hereby adopts the policy attached as Exhibit "A" regarding Special Events on Town Property.

Section 3. This resolution replaces the Town Council action on June 14, 2011, requiring Special Event Permits.

Section 4. The Town Manager shall promulgate, review and recommend changes to the Town's policy on Special Events when necessary. Town Council action is required for all changes to the Special Events Policy pursuant to the adopted Town Council Policy No. 104.

READ AND ADOPTED by a vote of 5 to 0 on March 26, 2013.

TOWN OF BASALT, COLORADO

ATTEST:

By:

Jacque R Whitsitt, Mayor

Ramela K Schilling, Town Clerk



Exhibit "A"
Special Events Policy

It shall be the policy of the Town of Basalt to require a Special Events Activity Permit for special events or organized gatherings in the Town Parks and on Town Property as follows.

A. Special Events: Closing Town Right-of-Way/Parking

Special events that propose to close portions of or significantly impact the Town right-of-way, or that close more than five (5) parking spaces shall be reviewed by the Town Council through a one-step review process and may be approved, approved with conditions, or denied by the Town Council by motion.

B. Recurring Special Events that Close Town Right-of-Way/Parking

Special events that propose to close or significantly impact Town right-of-way or that close more than five (5) parking spaces on multiple days like the Sunday Market shall require review and approval by the Town Council by Resolution.

C. Special Events: Town Property or Other Property- Not Closing Town Right-of-Way

Special events that do not propose to close Town right-of-way or that do not close more than five (5) parking spaces that are on either private or public property may be reviewed and approved by the Technical Review Committee (TRC) regardless of whether or not alcohol is proposed to be served at the event. In instances where a liquor license is required, the TRC's approval will be contingent on the event receiving a liquor license through the standard liquor license process established in the State of Colorado's Responsible Serving of Alcohol Regulations. In evaluating special event applications, the TRC will bring other referral agencies and tenants on Town property (such as the Taqueria or Wyly) in to provide comments as deemed necessary. The TRC may elevate the review of a special event application to the Town Council in the following instances:

1. There have been problems with a specific event in the past; or,
2. Complaints are received about an event by citizens or Council members prior to the issuance of an approval by the TRC; or,
3. An event is expected to put a significant strain on Town resources as determined by the TRC; or,
4. An event is anticipated to be a significant impact to citizens and property owners; or,
5. Referral comments are received that in TRC's opinion cannot reasonably be addressed with conditions; or,
6. An event that the TRC is not comfortable approving without the Town Council's formal input.

It should be noted that the Town's policy is not to reserve parks except through the Town's Special Events Review Process. An exception to this policy shall be made for the Lion's Park Stage as described in the Town of Basalt's policy for reserving the stage.

D. Reserving the Lions Park Stage

1. The stage shall be reserved through the Town of Basalt Clerk's Office.

In scheduling an event on the Lion's Park Stage, the Clerk's Office will check the seasonal calendar of the tenants in the Town Hall Annex Building to confirm that a proposed event

does not conflict with events and activities of the Town Hall Annex tenants. Additionally, the Clerk's Office will check the Town's Council Room calendar to confirm that a proposed event does not conflict with meetings/events that are scheduled in the Council Room at Town Hall. Where there is a potential conflict between a proposed public event and events/activities of the tenants of the Town Hall Annex Building (currently the Wylly and the Planning Department), the Town Manager or his/her designee shall work with the event organizer and the tenants to attempt to resolve the conflict and will ultimately determine whether a conflicting public event on the stage may be held.

2. Town or Chamber Event Priority- A public event as scheduled by the Town or the Basalt Chamber shall have priority over events scheduled by another entity as long as the Town or Basalt Chamber's event is scheduled at least 30 days prior to the event date.

3. Use of the Restrooms in the Town Hall Annex Building (99 Midland Avenue)

Individuals or entities that would like use of the restrooms in the Town Hall Annex Building in conjunction with reserving the stage shall request approval to use the restrooms from the Town's event coordinator. Use of the restrooms in the Town Hall Annex Building does not exempt the entity putting on the event from having to comply with the Town's Event Logistics Guidelines related to restrooms and wash stations. Individuals or entities reserving the stage that also would like to use the restrooms shall pay an at-cost, non-refundable restroom cleaning fee to the Town prior to the event to pay for a cleaning company to pay for cleaning the restrooms after the event. The Town's event coordinator has the discretion to charge the fee for each night of an event if deemed necessary.

4. Waste Management/Damage- Individuals or entities reserving the stage shall pick up and remove all waste from the stage and the park area around the stage after the event. Individuals or entities reserving the stage shall pay a refundable deposit of \$25 to ensure that the site is returned to a clean and undamaged condition. The deposit will be refunded to the entity holding the event after the Town's event coordinator has inspected the site and determined that it has been returned to a visibly clean and undamaged state. The entity or individual putting on an event is also responsible for repairing any damage to the Town's facilities that occur as a result of an event

5. Fee for Use of Stage- Events that are charging the public to attend or that are selling tickets or products (including alcohol) shall pay the Town a fee equal to the greater of \$50 or 15% of the gross income of the event from ticket and product sales. The event organizer shall submit a report of earnings to the Town and the fee shall be paid to the Town within five (5) business days of holding the event. Events that do not charge public to attend and that do not sell tickets or products are exempt from paying the fee.

E. Environmental Requirements/Logistics

All Special Events shall comply with the attached Green Events Checklist and Special Event Logistics Guidelines. Additionally, no special event on Town property shall sell or disperse bottled water.

TOWN OF BASALT Consent	Date: May 24, 2016 From: Susan Philp, AICP Planning Director
	Town Manager Review: MS approved 05-19-16

SUBJECT: Resolution extending deadline by which TACAW has to have a completed Final Development Agreement with the Town to construct an Arts Center on the Town-owned "Town Park-Arts Parcel"

RECOMMENDATION: Approve Resolution No. 21, Series of 2016 extending deadline

DETAILS:

The attached report from Ryan Honey, the recently hired Management Director of TACAW, provides the history and goals of TACAW.

On June 23, 2015 the Town Council entered into a Pre-development agreement with "The Arts Center at Willits" (TACAW) regarding use of Town-owned property and funds to construct a performing arts center. The Pre-development Agreement designated TACAW as the exclusive developer of the .74± acre Town-owned "Town Park-Arts Center Tract", and set out a number of actions that are necessary to identify the necessary improvements, costs and financing needed to be satisfactorily addressed in order to execute a Final Development Agreement and Lease with the Town.

Paragraph 4(c) required TACAW to have a Final Development Agreement by March 30th of this year and allowed the Town Manager to grant an extension for 3 months but any additional extension required Town Council approval. The Town Manager extended the deadline to June 30th but noted that any further extension required Town Council approval.

TACAW has submitted a land use application which is currently under review by the Town's referral agencies, but it will be some time before a final land use approvals and a development agreement would be ready for Town Council consideration.

Staff feels that the Town Council would benefit from a Worksession with TACAW sooner than later to discuss the Town's support for the Performing Arts Center. However, the next few Council meetings are scheduled with other priority projects. **Therefore, Staff is recommending a 3-month extension to allow the Manager to schedule TACAW on the Council's agenda, and allowing the Manager to grant another 3-month extension.**

Alternatively, the Council could pull the item from consent and discuss it at this meeting or at one of the June meetings.

Related Town Statute and or Town Actions: Town Master Plan; Town involvement in School Facility Planning; Willits and Sopris Meadows PUD approvals

Line Item Code & Description: The Town budgeted \$100,000 for TACAW for 2016 using the restricted RETA funds.

Attachments: Draft Resolution; May 19, 2016 memorandum from Ryan Honey, Managing Director of TACAW; Pre-Development Agreement

**RESOLUTION OF THE TOWN COUNCIL OF BASALT, COLORADO, EXTENDING THE
DEADLINE FOR TACAW TO ENTER INTO A FINAL DEVELOPMENT AGREEMENT WITH
THE TOWN OF BASALT**

**Town of Basalt, Colorado
Resolution No. 21
Series of 2016**

RECITALS

Whereas, on June 23, 2015 the Town entered into a Pre-development Agreement with TACAW regarding use of Town-owned property and funds to construct a performing arts center on the Town-owned "Town Park-Arts" Track in Willits Town Center.

Whereas, Paragraph 4(c) of the Pre-development Agreement required TACAW to have a Final Development Agreement by March 30, 2016, and allowed the Town Manager to grant an extension for 3 months with any additional extension required Town Council approval. The Town Manager extended the deadline to June 30, 2016, but noted that any further extension required Town Council approval.

Whereas, the Town and TACAW will not be able to enter into a Final Development Agreement by the June 30, 2016 performance deadline.

Whereas, the Town is willing to extend the deadline to allow TACAW to proceed and schedule time on the Council's agenda for a more complete discussion.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF
BASALT, COLORADO:**

Section 1. The Town Council approves extending the deadline for entering into a Final Development Agreement to September 30, 2016. The Town Manager is given the ability to authorize another three-month extension to the deadline if he finds that TACAW is making progress toward executing a Final Development Agreement, with any other additional extension requiring Town Council approval.

Section 2. All other terms and conditions of the Pre-development agreement remain the same..

RESOLUTION NO. 21, SERIES OF 2016, IS HEREBY ADOPTED by a vote of ___ to ___ , this 24th day of May 2016.

TOWN OF BASALT, COLORADO

ATTEST:

by _____
Jacque R. Whitsitt, Mayor

Pamela K Schilling, Town Clerk

TACAW

THE ARTS CAMPUS AT WILLITS

MEMORANDUM

To: Basalt Town Council

From: Ryan Honey, Managing Director

Date: May 18, 2016

Re: Overview and Status Report on TACAW

The purpose of this memorandum is to provide the Town Council with a status report on TACAW. For the benefit of the recently added Council members who are, like me, getting up-to-speed on the endeavor, I have also provided a brief history of TACAW.

Project Origin and History

When Willits was conceived in the late 1990s, a performing arts center that would enrich and serve the community was included as part of the larger vision for the site. When the PUD for Willits Town Center was approved by the Town Council in 2001, the Town Park - Arts Center Tract was set aside for the future construction of the center. In addition, the Council adopted a one percent (1%) Real Estate Transfer Assessment (RETA) that would generate the funds needed to begin to realize the vision. Fifty percent (50%) of the RETA funds were restricted to TACAW and the remaining fifty percent (50%) were allocated for use in Willits as determined by the Town of Basalt. As of December, 2015, the RETA funds available to TACAW totaled \$756,667. This does not include a recent infusion into the RETA from the sale of the Whole Foods and Starbucks buildings.

In recent years, activity on TACAW has increased dramatically. Here are some important milestones:

- 2009 - The TACAW Board was formed to explore the opportunity
- October, 2011 - The Council approved a letter of understanding that gave TACAW access to the RETA funds to move the project forward
- February, 2015 - TACAW filed Articles of Incorporation with the Colorado Secretary of State
- April, 2015 - TACAW was formally recognized by the IRS as a 501c3 non-profit organization
- June, 2015 - The Council unanimously approved a pre-development agreement that was evolved from the 2011 letter of understanding

TACAW Organizational Update

After conducting a nationwide search with the assistance of the Aspen Leadership Group (www.aspenleadershipgroup.com), TACAW selected me as their inaugural Managing Director. I look forward to leading fundraising and management efforts as we work to realize the aspirational vision that the Board has put forward. On a personal note, I am thrilled by the opportunity that this role presents to both me and my family in the Roaring Fork Valley. With a Managing Director now in place, work on a capital campaign will begin in earnest.

In an introductory meeting between myself, Mike Scanlon, Susan Philp, and Julia Marshall, the framework for a process to administer disbursements from the RETA funds was put in place. Expenditures from the RETA will be used to invest in a

campaign that will fund both TACAW operations and the campus that will house these operations. Disbursements will be tied to monthly reports to the Council that I will produce. These monthly reports will detail our spending, invoices, check requests, and accounting.

TACAW Building Project Update

TACAW recently submitted to the Town of Basalt the sketch site plan. Staff are currently reviewing this document. In addition, we are working on evolving the pre-development agreement into a development agreement. On May 13, Bruce Kimmel was provided with a project update that included revised construction costs, anticipated programming income, and a projected five year budget for TACAW. These estimates will continue to be refined leading up to Bruce's next site visit. The aim of this ongoing work is to complete the agreement between TACAW and the town of Basalt that will enable the project to move ahead. To allow for the completion of the development agreement, a 3 month extension to the deadline has been requested.

Conclusion

The vision for TACAW continues to move forward and is on its way to being realized. With initial staff in place to support Board leadership, it is now time to launch a capital campaign. It is my hope that my family is the first of many that are drawn to Basalt, in part, because of the promise of TACAW. It is an exciting project that I am proud to be a part of. Please let me know if you have any questions as I will make myself available at any time.

Sincerely,

Ryan Honey
Managing Director

PRE-DEVELOPMENT AGREEMENT
TOWN OF BASALT AND THE ARTS CENTER AT WILLITS (TACAW)

THIS PRE-DEVELOPMENT AGREEMENT (this "Agreement") is entered into as of the 23rd day of June, 2015 (the "Effective Date"), between the Town of Basalt, Colorado, a town of the State of Colorado (the "Town"), and The Arts Center at Willits (TACAW), a Colorado nonprofit corporation (the "Developer") (the Town and Developer are hereby collectively referred to as the "Parties").

RECITALS:

- A. The Town of Basalt owns an approximate .78 acre property designated as the "Town Park Arts Tract". The initial developers of the Willits Town Center PUD dedicated the tract to the Town for the purposes of a Town Park and Arts Center.
- B. The Willits Town Center development approvals established a real estate transfer assessment (RETA) whereby 50% of the funds are set aside to build, maintain and provide an endowment for an arts center or cultural center (the "Arts Center") to be located at the Town Park-Arts Center Tract at Willits Town Center (the portion of the RETA set aside for such purposes is herein referred to the "Willits Arts Center RETA").
- C. TACAW has now received 501(c)(3) status with the Internal Revenue Service and is registered with the state as a Colorado non-profit.
- D. The Willits Arts Center RETA now has approximately \$700,000 of restricted revenue. Expenditure of these funds for the allowed purposes requires appropriation by the Town Council.
- E. The Parties desire to enter into this Agreement in order to designate the Developer as the exclusive developer of the Town Park-Arts Parcel, to properly define and record the necessary improvements and financing needed to develop the Property as performing arts facility for TACAW, and to identify issues related to development of the site.

Please return to:
TOWN OF BASALT
101 Midland Avenue
Basalt, CO 81621

- F. The Willits Arts Center RETA now has approximately \$700,000 of restricted revenue and TACAW would like to access those funds to fund and build a performing arts center.
- G. The Development approvals also allow a park on the site.
- H. Parties desire to enter into this Agreement in order to designate the Developer as the exclusive developer of the "Town Park-Arts Center Tract" (Property), to properly define and record the necessary improvements and financing needed to develop the Property as a performing arts facility for TACAW, and to identify issues related to development of the site.
- I. The Parties desire to enter into this Agreement in order to designate the Developer as the exclusive developer of the Town portion of the Willits Town Center PUD ("Property"), to properly define and record the necessary improvements and financing needed to develop the Property as a performing arts facility by TACAW, and to identify issues related to development of the site.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Town and the Developer agree as follows:

1. **DEVELOPER OF RECORD.** The Town acknowledges that there are risks and costs of preliminary planning activities and other requirements associated with the preparation for a project plan under development. As an inducement to Developer to assume those costs and undertake those activities, as set forth herein, the Town agrees to designate the Developer as the Exclusive Developer of Record for the Property.
2. **OBLIGATION OF THE PARTIES TO PROCEED.** The obligations of the Parties to proceed beyond this Pre-development Agreement are dependent upon the Parties entering into a Final Development Agreement prior to the termination of this Agreement. Nothing contained herein shall (i) obligate the Town to create or approve the Development (ii) obligate the Town to create or approve a development plan for the Property, or (iii) obligate either party to enter into a Final Development Agreement.
3. **OBLIGATIONS OF THE PARTIES.** The parties agree that there are a number of elements that are required for the project to be completed:
 - A. The Town owns the Property which it intends to lease to the Developer through a future lease for a minimal rent to be signed by the Parties for the Property subject to the Developers compliance with the terms of this agreement.

- B. The Parties enter into this Agreement in order to designate the Developer as the exclusive developer until the deadline described in Paragraph 3C below, for the purpose of building and maintaining a performing arts center within the Property, and to set forth matters that need to be included in any Final Development Agreement.
- C. Deadline for Performance - TACAW commits to entering into a Final Development Agreement and Lease with the Town by March 31st of 2016. The Town Manager is given the ability to authorize another three month extension to the deadline if he finds that TACAW is making progress toward executing a Final Development Agreement, with any other additional extension requiring Town Council approval.
- D. Agreement on Site Grading. The parties agree that the site requires a considerable amount of fill to make it developable. TACAW shall be responsible for filling the property and making it a workable development site.
- E. Agreement on Site Work, Infrastructure, and Utilities. The Parties shall agree on how site work, utilities, street, sidewalk and similar improvements are to be addressed by the Final Development Plan. The Town understands that TACAW may request that the Town or the developer of Willits Town Center make off site improvements to enable the Performing Arts Center to be constructed. The Town agrees to give consideration to any such request, however nothing herein obligates the Town to make or fund such improvements.
- F. Parking. The Parties agree to work toward a solution for parking for the Performing Arts Center which may include offsite temporary, permanent or leased parking and pedestrian ways. While underground parking is not currently being contemplated, nothing herein restricts the parties from considering it.
- G. Park Improvements. The parties agree that the Willits Town Center development approvals allow for a park on the site. The Town deferred park improvements to be constructed by the Willits Developer on the site. The Town agrees to work with the developer of Willits Town Center to identify any obligations to build park improvements on the Property that could occur in conjunction with the construction of the Performing Arts Center.
- H. Agreement on Progress Schedule. The Parties shall agree on a progress schedule by which the development project will be undertaken and completed, including a mechanism by which the scheduled can be mutually revised.
- I. Zoning Changes and Town Planning Impacts. The Parties shall agree as to how any necessary zoning changes, affordable housing and town

planning impacts will be addressed. Nothing contained within this Agreement, nor any future agreement shall be deemed to bind the Town, acting in its governmental capacity, to make any such zoning changes. The parties agree that the process outlined for the "P" Public Zone District shall be used. The Town contemplates that a "P" Public Site Plan" will be reviewed by the P&Z and adopted by the Town Council providing conceptual approval with the final plan being reviewed by the P&Z. Alternatively, an amendment to the Willits Town Center could be considered by the Town which could provide an alternative process.

- J. Financial, Tax and Incentive Impacts. The Parties shall work diligently to define any financial, tax and incentive impacts of the project. This includes the potential establishment of districts that would provide funding to meet site work, infrastructure and utility requirements of the project.
 - K. Funding through the Willits Arts RETA. The Town agrees to process a supplemental budget to provide start-up funds to TACAW for up to \$130,000 in 2015 using the Willits Arts RETA funds as shown in Exhibit A. TACAW may make a proposal for 2016 funding during the Town's 2016 budget process. The Final Development agreement shall address how additional Willits Arts RETA funds would be provided to TACAW. TACAW may request advance funds and the Town Manager may consider advancing the request. TACAW shall submit monthly reports explaining how funds are being utilized and progress made.
 - L. Other Matters. The Final Development Agreement shall also address any other matters that the Parties deem appropriate.
 - M. Terms and Conditions related to the Final Development Agreement. The Parties desire to agree upon the terms and conditions of all the items listed in this Paragraph 3, and identify any additional items as they may arise, at the earliest possible time during the development plan approval process so mutual expectations are met in a satisfactory manner.
4. MISCELLANEOUS.
- A. Financial liability. The Town shall not be liable for any expenses or debt associated with or incurred by the development or marketing of, or future management of the facility (ies).
 - B. Costs. Each party shall be solely responsible for all costs and expenses incurred by such party in connection with the matter contemplated by this Agreement. The Town shall be responsible only for the costs approved by the Town Council through this or subsequent agreement.

- C. Financial Investigation. The Developer agrees to provide information for a financial analysis of the Development Project to be completed by the Town's Financial Advisor. The financial analysis will examine the completeness and reasonableness of: 1) Project development costs, both onsite and offsite; 2) Project funding, including debt, donations / grants, and other anticipated sources; 3) Facility programming and associated revenues and expenditures; 4) All other facility operating expenses and required reserves; and 5) Incorporating points 1-4 above, the Project's prospective feasibility and self-sustainability. The Town will also engage an appraiser to determine the fair market value of the land conveyance to reflect the conveyance in its asset inventory. The costs of the Financial Investigation and appraisal will be paid for out of the Willits Arts RETA.
- D. Assignability. Neither party shall assign this Agreement without the written consent of the other party.
- E. Amendments. This Agreement may be supplemented or amended only by written instrument executed by the Parties affected by such supplement or amendment.
- F. Applicable Law. This Agreement shall be deemed to be entered into in the State of Colorado, and shall be enforceable under the laws of that state.
- G. Binding Effect. This Agreement shall inure to the benefit of, and be binding upon the Parties.
- H. Non-liability of Town Officials and Employees. No member of the governing body, official, employee, or agent of the Town shall be personally liable to Developer, or any successor in the interest to Developer, pursuant to the provisions of this Agreement, nor for any default or breach of the Agreement by the Town.
- I. Not A Partnership. The provisions of this Agreement are not intended to create, nor shall they in any way be interpreted or construed to create, a joint venture, partnership, or any other similar relationship between the Parties.
- J. Terms of Agreement and Termination. This Agreement shall remain in effect until the deadline provided in Paragraph 3C unless TACAW notifies the Town that it does not intend to proceed. However this Agreement may be terminated at any time by either party if such party is not satisfied, in its sole and absolute discretion, with the progress being made toward entering the agreements referenced in Paragraph 2 above upon a 60 day prior notice. In the event of termination, the parties shall be responsible for fulfilling all of their obligations through the final date of the Agreement

IN WITNESS WHEREOF, the Parties have duly executed this Agreement pursuant to all requisite authorizations as of the date first above written.

TOWN OF BASALT, COLORADO

ATTEST

By: [Signature]
Jacque R. Whitsitt,



By: [Signature]
Pamela K. Schilling, Town Clerk

DEVELOPER
THE ARTS CENTER AT WILLITS

By: [Signature]
Julia Marshall, President

STATE OF COLORADO)
) ss.
COUNTY OF Eagle)

Subscribed and sworn to before me this 30 day of July, 2015 by
Julia Marshall as President of The Arts Center at Willits.

Witness my hand and official seal.

My commission expires: 10.28.15

[Signature]
Notary Public

SALLY FERREN
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 19994030432
MY COMMISSION EXPIRES 10/28/2015

Exhibit A

[Insert Start-up Costs]

TOWN OF BASALT Consent	Date: May 24, 2016 From: Susan Philp, AICP Planning Director
	Town Manager Review: MS approved 05-20-16

SUBJECT: Basalt Public Arts Commission (BPAC) – Confirmation that BPAC can distribute a “Request for Qualification” for a Public Arts Installation that would occur in June of 2017.

RECOMMENDATION: Motion to Allow BPAC to submit Request for Qualifications

DETAILS:

BPAC was created by the Council in 2015 by ordinance as a formal advisory commission under Section 7.2 of the Home Rule Charter and was assigned several responsibilities to further public art in the Town of Basalt.

BPAC submitted its 2015 annual report to the Council in February which summarizes the beginning steps BPAC took to begin the process of installing public art throughout Town. The report can be found under the Manager’s Weekly Reports on the Town’s website. BPAC would like to have a fuller presentation and conversation with the Council regarding their proposed installation and the community benefits of public art.

In the interim, BPAC is making this request to ensure that the art can be installed by June 2017. See memorandum from Nancy Lovendahl, Chair of BPAC.

To fund BPAC efforts, the Council approved Ordinance No. 3, Series of 2016 which established the 1% Public Arts Program. Simplistically, the 1% Public Arts Program requires one percent (1%) of eligible construction costs of Town capital improvement be allocated for public art. The major cost for the public art installation would occur in 2017. BPAC’s effort to successively make the 2017 June installation would involve some costs this year such as the purchase of the CAFÉ program used to submit and evaluate proposals and costs for advertising. Those costs are well within the funds the Town budgeted in 2016 budgeted for public art.

Staff recommends that the Council approve BPAC’s request on the consent agenda.

Alternatively, the Council could pull the request from consent and schedule the request for an upcoming meeting. However BPAC would ask that this be soon in order to ensure that the art could be installed in June of 2017.

Related Town Statute and or Town Actions: Town Master Plan; Our Town Planning Project.

Line Item Code & Description: The Town budgeted \$50,000 for Public Art for 2016 with some additional funds budged for administration.

Attachments: May 18, 2016 Memorandum from Nancy Lovendahl, Chair of BPAC

To: Basalt Town Council
From: Basalt Public Arts Commission, Nancy Lovendahl, Chair
Subject: **2017 Public Art Installation**
May 18, 2016

This is a request for confirmation that BPAC can distribute a “request for qualifications” for a public-art installation. It is preliminary to a fuller presentation and conversation with Council regarding this proposed installation and the community benefits of public art. This request comes now to ensure that the art can be installed by June 2017.

That installation will be accompanied by a celebratory community event to kick off the summer season — inspiring such activities as performances, civic events, business promotions, and programs to expand the energy and excitement attracting visitors to Basalt. The temporary public-art installation will be the first of a three biennial projects whose theme will be to “discover that which connects us all”.

BPAC’s RFQ to Colorado artists will elicit submittals for projects that will surprise, delight, and inspire new perspectives. For example, applicant artists might use found or recycled objects, or hundreds of repeating elements such as flags or banners. They may add color or light, or recall the river as metaphor in the serpentine path flowing through our community. Artists might propose a non-physical tech solution such as a phone app uniting us in a common experience along our river and walkways.

BPAC’s request for qualification will include an introductory history of Basalt, an invitation for a wide range of materials, and maps that define town boundaries and areas of particular historical and visual interest. Applications will be reviewed by BPAC and selected based on qualifications and alignment with BPAC’s goals for the project. Three finalists will receive a small grant (~\$500) to develop a project proposal, from which a final project will be awarded a contract.

The initial budget for this first project, is taken from the 2016 and 2017 “1% for Arts Fund”, totaling at \$74,000. \$50,000 to \$60,000 is allocated for the art itself, 15% is allocated for administrative fees and 5% set aside as contingency.

With this first project, BPAC will support Basalt on its already successful path to attract “creatives” and innovative economic activity. It will help identify Basalt and its passionate commitment to the arts. BPAC envisions such associated opportunities as educational talks and walks, business and tourist promotion, restaurant exposure, and stimulating events for the community. Temporary art installations like these have proven to generate excitement, tourism, and measurable economic benefit for communities across the country.

TOWN OF BASALT	Date: May 24, 2016
Consent Item	From: Susan Philp, Planning Director
	Town Manager Review: MS Approved 05-20-16

SUBJECT: Additional Board Appointments

RECOMMENDATION: Appoint Bernie Grauer as an Alternate to RFTA and Denise Tomaskovic to the Northwest Council Colorado Council of Governments (NWCCOG) Board and to NWCCOG's Economic Development District Board

DETAIL:

Bernie Grauer indicated his willingness to serve as the Alternate on RFTA but a follow-up motion making that appointment did not happen.

During the April 26th meeting, Jacque Whitsitt was appointed to NWCCOG with Jen Riffle as the alternate. However the Council asked if staff could find out if it was acceptable for a staff member or the attorney to be the representative. Staff has had discussions with NWCCOG who have confirmed that this is permissible. Susan Philp has been a board member of the Economic Development District Board of NWCCOG for several years. That board generally meets after the NWCCOG board. Denise has been working on projects that tie well with the activities of NWCCOG and staff felt that having Denise on both boards would create some efficiency and free up Susan's time. If appointed, Denise will report on the board meetings in the Planning Department's weekly report (which is on the Planning Departments page on the Town's website www.basalt.net) and if something is significant she would include a report with the Council's agenda packet.

Related Town Statute and or Town Actions: na

Budget: na

Attachments: na

TOWN OF BASALT COUNCIL DISCUSSION ITEM	Date: May 24, 2016
	From: Mike Scanlon, Town Manager
Town Manager Approval: MS approved 5-19-16	

SUBJECT: Resolution 22 Series of 2016 – Creating a Better Basalt

RECOMMENDATION: Approve Resolution 22 supporting the publication of the Creating a Better Basalt Letter to the Town's web site and various Roaring Fork Valley publications.

DETAIL:

The purpose of this agenda item is to seek the endorsement of a joint letter from Mayor Jacque Whitsitt and Rick Stevens. The letter is attached to Resolution 22 and would be widely distribute. The Resolution contemplates the establishment of Working Agreements for Town Council, Mayor, Staff and the Community. Draft Working Agreements will be provided to the Town Council on Tuesday – **NO ACTION IS REQUIRED ON THOSE DRAFT WORKING AGREEMENTS AT THE TUESDAY NIGHT MEETING.**

Related Town Statute and or Town Actions:

**RESOLUTION OF THE TOWN COUNCIL OF BASALT, COLORADO, ENDORSING
AND SUPPORTING THE CREATING A BETTER BASALT LETTER WRITTEN BY
MAYOR JACQUE WHITSITT AND MR. RICK STEVENS.**

Town of Basalt, Colorado

**Resolution No. 22
Series of 2016**

RECITALS

1. Mayor Jacque Whitsitt and Mr. Rick Stevens have crafted a letter that they would like to share with the community.
2. Both Jacque and Rick endorse the idea suggested by the Town Council that "Working Agreements" be established that support the spirit of their letter.
3. Town staff has been working and continues to work on draft working agreements for the Town Council to consider at their June 14, 2016 Town Council meeting.

NOW, THEREFORE, BE IT RESOLVED by the Basalt Town Council of Basalt, Colorado as follows:

Section 1. We endorse, support and applaud the efforts of Jacque and Rick in writing this joint-letter.

Section 2. We direct staff to make this letter available in print and in electronic format so that it can be shared with the broader community.

Section 3. We direct staff to continue to craft "Working Agreements" that the Town Council can consider at the June 14, 2016 Town Council meeting.

READ AND ADOPTED by a vote of __ to __ on May 24, 2016.

TOWN OF BASALT, COLORADO

BY: _____
Jacque R. Whitsitt, Mayor

ATTEST:

By: _____
Pam Schilling, Town Clerk

Jacque and Rick
Creating a Better Basalt

If there is anything that can be learned from the most recent election it's this: we all want a better Basalt. That doesn't just include the two of us; it also includes every person that participated in the Town election – candidates and citizens alike.

But what does 'a better Basalt' mean?

We believe it means that Basalt is:

- a place where differences are acknowledged and accepted;
- a place where environmental stewardship is practiced, not just a phrase;
- a place that understands the role of the private and public sectors in creating jobs and opportunities for our community;
- a place where being friends and neighbors is more important than philosophy; and
- a place that we are all striving to make even better than it was when we arrived.

We had a hard-fought contest that was won by the narrowest of margins. This means that we both have some good ideas and on many issues we are in agreement. So, while the election coverage may have painted our differences in sharp colors and contrasts – the most important thing remains: we both love this place we call home and we both want to have 'a better Basalt.'

The opportunities and challenges we face won't be solved in one year or by one Town Council. We have made a long-term commitment to work together to create 'a better Basalt' and we need your help in order to achieve it. In a nod to Basalt's railroad heritage, we invite you to hop on board and join us on the journey!

TOWN OF BASALT COUNCIL DISCUSSION ITEM	Date: May 24, 2016 From: Mike Scanlon, Town Manager
	Town Manager Approval: MS approved 5-19-16

SUBJECT: Establishment of a Town Council Finance Committee.

RECOMMENDATION: Approve Town Council Policy 110 establishing a Town Council Finance Committee.

DETAIL:

The purpose of this agenda item is to establish a Town Council Finance Committee.

In meeting with Town Councilmembers Schwoerer and Grauer we discussed two possible options in the establishment of the committee. Those options were,

1. Financial Advisory Board made up of citizens that were expert in finance.
2. A Town Council Finance Committee made up of the Mayor and two Town Council members.

In exploring the pros and cons of each we decided to recommend to the Town Council the establishment of a Town Council Finance Committee.

Using our current Town Council Policy Manual as the guide please find attached Town Council Policy 110 that establishes the Town Council Finance Committee.

Related Town Statute and or Town Actions: Town Charter Section 3.10 related to Council/Administration Relations.

TOWN OF BASALT
TOWN COUNCIL POLICY MANUAL

POLICY NO. 110

ESTABLISHMENT OF TOWN COUNCIL FINANCE COMMITTEE

1.01 Composition, Number of Members, Appointment and Chair

The Town of Basalt shall establish a Town Council Finance Committee (Committee). The Committee will be made up of the Mayor and two (2) Town Councilmembers. The Committee shall be appointed by the Town Council following April general election. Appointments to the Committee shall be for a term of two years. The Committee shall at their first meeting appoint a Committee Chair.

1.02 Meetings.

The Committee meetings shall be scheduled monthly. All meetings are open to the public. The first Tuesday of the month at 8:00 a.m. shall be the regular committee meeting time.

All meetings shall be held at Town Hall unless otherwise specified. Additional meetings may be held upon the call of the Chair or upon the call of a majority of committee members, provided that all members shall be notified of such meeting at least 24 hours in advance of the announced start of the meeting and is consistent with Colorado Open Meeting Laws (COML).

1.03 Quorum

The Committee shall conduct business only in the presence of a quorum. A quorum shall consist of two members. Town staff will be responsible to ascertain in advance whether or not a quorum will be present to conduct business.

1.04 Agenda

An agenda shall be developed by the Chair and related staff before each meeting. Individual councilmembers may request the addition of specific items to the agenda by contacting the committee chairperson or Town Manager. The Town Manager and department heads will participate in the presentation of information to the committee.

1.05 Votes

Meetings shall be conducted in an orderly manner. Generally, Roberts Rules of Order will be followed and should serve as a guideline in the conduct of committee meetings. Seconds to a motion are not necessary given the size of the Committee. The Committee Chair will preside over the meetings and is responsible for maintaining orderly discussion. Passage of (recommendation of an item) shall require a majority of those present and voting, including the chair. The chair of the committee cannot make a motion.

1.06 Minutes

Minutes shall be kept of all Committee meetings by staff assigned by the Town Manager. Distribution shall be made to the Mayor and Town Council and provided on the Town's web site.

1.07 Committee Responsibilities

The Committee shall be responsible for the review of policy matters dealing with Finance. This shall include but not limit review of the annual budget, annual audit, interim financial reports, acquisition of real property, major equipment purchases, capital projects and financially related policies.

Committee members shall not be involved in daily administrative tasks This is outlined in the Town Charter, **Section 3.10 Council/Administration Relations**, which states,

“Except for informal inquiry, Councilors and the Mayor shall deal with Town administrative personnel and employees solely through the Town Manager and shall not give orders directly to Town employees.”

Committee members shall deal with Town personnel matters on a policy review basis. Policy review means such things as personnel rules, job descriptions, or salary schedules. Committee members either individually or as a committee shall not meet with an employee concerning personnel matters.

1.08 Significance of Committee Actions

Action of the Committee shall constitute recommendations to the full Town Council. No binding decision can be made in Committee on matters that should be brought before the full Town Council.

1.09 Responsibilities of Committee Chair

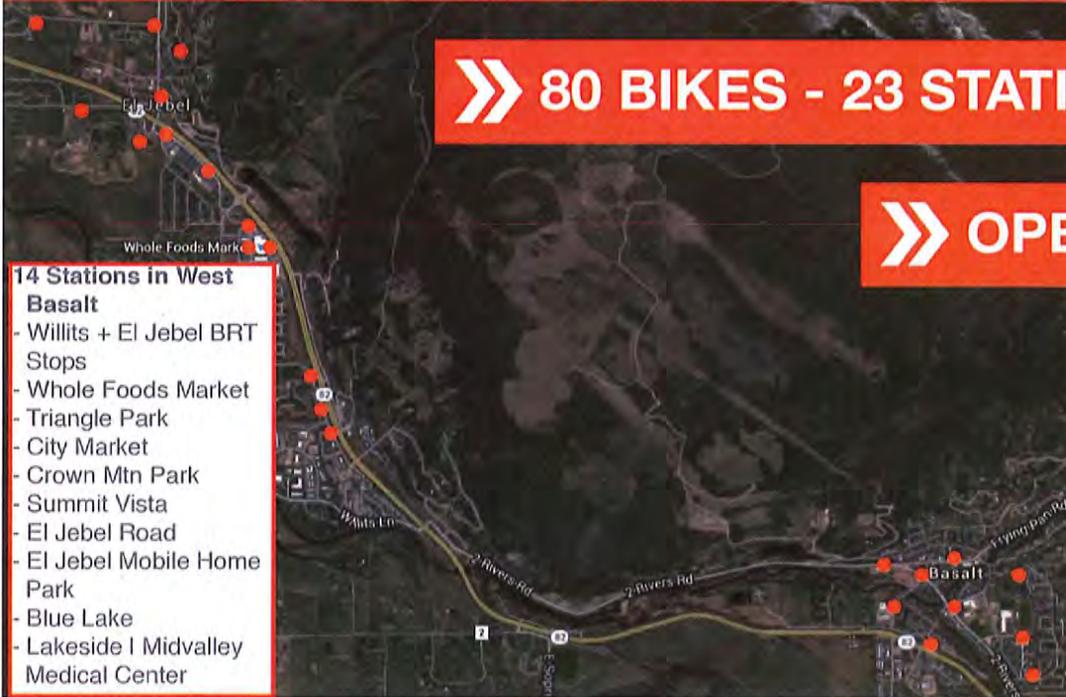
1. Conduct meetings of the Committee.
2. Report on Committee action to the full Town Council at the Town Council meetings.
3. Approve agendas for regular and special committee meetings.
4. Encourage participation and attendance of committee members.
5. Serve as principal liaison between the Committee and the Staff and Town Council on issues for which the Committee is responsible.

APPROVED BY THE TOWN COUNCIL ON MAY 24, 2016

we CYCLE

community-supported bike share

WE-CYCLE BASALT SYSTEM



80 BIKES - 23 STATIONS

OPENS MAY 24!

14 Stations in West Basalt

- Willits + El Jebel BRT Stops
- Whole Foods Market
- Triangle Park
- City Market
- Crown Mtn Park
- Summit Vista
- El Jebel Road
- El Jebel Mobile Home Park
- Blue Lake
- Lakeside | Midvalley Medical Center

9 Stations in East Basalt

- BRT Stop
- Library | Post Office
- Midland Ave | 2 Rivers
- Midland Ave
- Rocky Mountain Institute
- 2 Rivers | Cottonwood Dr
- Arbaney Park
- School Street
- Elk Run Dr | Wren Ct

INAUGURAL SPONSORS TO DATE...

FOUNDING PARTNERS \$40,000+



BASALT



PARTNERS

\$20,000+



EAGLE COUNTY



GATES FAMILY FOUNDATION

\$10,000+



ROCKY MOUNTAIN INSTITUTE

\$5,000+



ABC FOUNDATION

\$1,000+



HOLY CROSS ENERGY

A Touchstone Energy® Cooperative





MEMORANDUM

TO: Basalt Council
FROM: Louis Meyer PE
DATE: May 20, 2016
RE: Update from Town Engineer

This memo will summarize items worked on or issues to be aware.

West Sopris Drive Street and Drainage Improvements

Low bidder, Tamerrel Excavating was given a notice of award for the West Sopris Drive street and storm water drainage project in the amount of \$99,967. Bids were received from six contractors. Bids varried from the low bid to a high bid of \$233,771. Tamerrel Excavating responded back with a signed agreement, bonds and insurance. We have issued a notice to proceed. Work is projected to proceed the first week of June and be complete by the first week of July. A pre-construction meeting is scheduled for next week. The contract has a completion date of October 1st, 2016. We are finalizing an easement for Eagle County Parcel 246707409026 in order to proceed with the project.

South Side Flood Plain Letter of Map Revision

No work. We are still in the mandated public comment period.

Basalt Avenue Hwy 82 Underpass

Based upon Councils approval of the Agreement with the successful Bidder, Oldcastle/United, we have revised the contract as per Council and Town Attorney recommendation for multi year obligation. The revised language is acceptable to Contractor and CDOT. We have delivered a revised agreement to the Contractor for signature which has now been signed. The original contract and this revision will be packaged into one contract for Town signature. Once signed CDOT will provide us with an authorization to proceed. We will then issue the formal notice to proceed to the Contractor. The next step will be to review Contractors schedule. We will bring that back for Council review. We are still anticipating an August/September start date.

The piezometers that were installed on both sides of Highway 82 at either end of the underpass were read on April 26 since being reinstalled at the end of January. Results indicated groundwater levels below the planned bottom of excavation.

Cottonwood Drive Sidewalk

SGM is surveying a corridor along Cottonwood Drive for a future sidewalk/pedestrian way.

TOWN OF BASALT Action Item	Date: May 24, 2016 From: James Lindt AICP, Assistant Planning Director
	Town Manager Review: MS 5-19-16

SUBJECT: Public Hearing and 2nd Reading of Ordinance No. 13, Series of 2016-approving a one year extension on the document recordation deadline and a corresponding extension of vested property rights for the Roaring Fork Apartments.

RECOMMENDATION: Staff recommends that the Council approve the ordinance.

DETAILS: Real America LLC, received PUD amendment approvals to construct a 56-unit affordable housing project on the property containing the vacant building foundation on Emma Road next to Stubbies Restaurant/Bar pursuant to Ordinance No. 17, Series of 2013 (Ordinance 17). Ordinance 17 established that the Applicant needed to execute and record final approval documents within 180 days of the effective date of Ordinance 17. Town Staff administratively extended this recording deadline several times. The Council further extended the recording deadline pursuant to Ordinance No. 25, Series of 2015 so that it will expire this May unless the Council extends it. Additionally, the vested rights on the project are set to expire November and the Applicant has requested to extend the vested rights to correspond with the timing of the proposed document recordation extension.

The Applicants sought construction financing through tax-credits with the State of Colorado last summer, but did not receive the tax credits from Colorado Housing and Finance Authority in their first request. The Applicants have indicated that they are once again planning to apply for tax credits this summer to finance the construction of the apartments approved by Ordinance 17.

The Council approved the extension ordinance on first reading at the last meeting and also approved a resolution directing Staff to prepare a letter of support for the tax credit application. The resolution approved at the last meeting also approved a \$175,000 contribution to the construction of the project in the event that the Applicant is allocated the tax credits and obtains a building permit to construct the project.

Staff has amended the ordinance since first reading to include language requiring that four (4) of the Category 3 Units include a Town priority and that the maximum rental rates in the project be the lower of the maximum rental rates in comparing the 2009 and 2015 Community Housing Guidelines.

RECOMMENDATIONS FROM OTHER BOARDS: The P&Z is not required to review an extension of the recording deadline.

RELATED TOWN STATUTE AND TOWN ACTIONS: Ordinance No. 17, Series of 2013 approving the Roaring Fork Apartments; Basalt Commercial Park PUD Approvals

ATTACHMENTS: A) Ordinance Approved on First Reading; B) Public Correspondence

Items Included in May 10th Council Packet: Letter of Request for Extension, Ordinance No. 17, Series of 2013, Ordinance No. 25, Series of 2015

AD Draft
Ord.

**Town of Basalt, Colorado
Ordinance No. 13
Series of 2016**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BASALT,
COLORADO, GRANTING AN EXTENSION ON THE RECORDING DEADLINE
AND VESTED PROPERTY RIGHTS FOR THE ROARING FORK
APARTMENTS LAND USE APPROVAL DOCUMENTS, LOTS D, E, F, AND G,
BASALT COMMERCIAL PARK, BASALT, COLORADO (ALSO KNOWN AS
109, 113, 117, AND 121 EMMA ROAD)**

RECITALS

A. The Town of Basalt ("Town"), acting by and through its Town Council ("Town Council"), has the power to extend the recording deadline for the approval documents for the Roaring Fork Apartments pursuant to Ordinance No. 17, Series of 2013. Real America ("Applicant") received approval pursuant to Ordinance No. 17, Series of 2013, to construct a 56-unit affordable housing project on Lots D-G, of the Basalt Commercial Park. The recording deadline for the approval documents has been extended several times by the Town Planner, and the Town Council pursuant to Ordinance No. 25, Series of 2015. Further extension requires approval by the Town Council. Additionally, the vested property rights are set to expire in November of 2016. The Applicant has requested to further extend the recording deadline for the approval documents by an additional year and the vested property rights to correspond with the extended recording deadline.

B. As requested by the Applicant, the Town Staff recommends approval of the one year extension of the approval document recording deadline and the corresponding extension of the vested property rights.

C. At a public meeting held on May 10, 2016, the Town Council considered this Ordinance on first reading and set a public hearing and second reading for this Ordinance for May 24, 2016, for a meeting beginning no earlier than 6:00 pm at the Basalt Town Hall, 101 Midland Avenue, Basalt, Colorado.

D. At a public hearing and second reading on May 24, 2016, the Town Council heard evidence and testimony as offered by the Town Staff, the Applicant, and members of the public.

E. The Town Council finds and determines it is in the best interests of the Town to approve this Ordinance. The Town Council finds and determines this Ordinance is reasonable and consistent with the Town Code. Further, the Town Council finds and determines this Ordinance is reasonably necessary to promote the legitimate public purposes of the public health, safety and welfare.

Please return to:
TOWN OF BASALT
101 Midland Avenue
Basalt, CO 81621

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BASALT, COLORADO AS FOLLOWS:

A. FINDINGS. The Town Council hereby incorporates by reference and conclusively makes the above findings.

B. CONDITIONS.

1. The one-year extension of the deadline for the recording of approval documents and a corresponding extension of vested property rights on the Roaring Fork Apartments Project are hereby approved, subject to the following conditions:

a. The length of the extension of the recording deadline shall be one year from the effective date of this ordinance. The document recording deadline shall now be June 16, 2017.

b. The vested rights shall now expire on June 16, 2017.

c. The Applicant shall provide a rental priority to Town employees on four (4) of the twelve (12) Category 3 units. The deed restriction language shall reflect the Town rental priority on the four (4) units. Additionally, the maximum rental rates shall be the lower of the maximum rental rates in comparing the 2009 and 2015 Community Housing Guidelines methodology with the rent escalator allowed in the 2009 Community Housing Guidelines.

d. All other terms and conditions established in Ordinance No. 17, Series of 2013, and Ordinance No. 25, Series of 2015 shall remain in full force and effect.

e. The Applicant shall comply with all material representations made by the Applicant in the meetings before the Town Council.

C. MISCELLANEOUS.

1. The approvals and conditions contained herein shall be binding on and inure to the benefit of the heirs, successors and assigns of the Applicant and the owners of the Property.

2. This Ordinance, after fully executed, shall be recorded in the office of the Clerk and Recorder of Pitkin County.

3. If any part, section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid, such decision shall not

affect the validity of the remaining portions of this Ordinance and the Town Council hereby declares it would have passed this Ordinance and each part, section, subsection, sentence, clause or phrase thereof regardless of the fact that any one or more parts, sections, subsections, sentences, clauses or phrases be declared invalid.

READ ON FIRST READING, ORDERED PUBLISHED AND SET FOR PUBLIC HEARING TO BE HELD ON May 24, 2016 by a vote of 7 to 0 on May 10, 2016.

READ ON SECOND READING AND ADOPTED, by a vote of __ to __ on _____, 2016.

TOWN OF BASALT, COLORADO

By: _____
Jacque R. Whitsitt, Mayor

ATTEST:

Pamela K. Schilling, Town Clerk

Ord13-RoaringForkApartmentsExtension2016.doc

First Publication: Thursday, _____, 2016
Final Publication: Thursday, _____, 2016
Effective Date: Thursday, _____, 2016

B) Public Correspond.



BASALT AFFORDABLE COMMUNITY HOUSING COMMISSION

Creating affordable housing in Basalt

May 09, 2016

Susan Philp, Planning Director,
Mayor Whitsitt, and
Basalt Town Council:

On behalf of the BACH Commission, we urge you to extend the recordation deadline and vested property rights for the Roaring Fork Apartments. In addition, we support the \$175,000 Town contribution to the project as an important element in their CHFA application.

Affordable housing remains a critical issue in our town and the Roaring Fork Valley. These units in the Basalt Commercial Park are transit-oriented, within the Urban Growth Boundary, and will provide much needed rental apartments for our community. The Real America group has shown a willingness to work with the Town and to continue to seek appropriate funding to make this project a reality.

We believe the Town should take a leadership role in bridging the housing gap and support of these measures confirms we are committed to addressing this pressing community need.

Sincerely yours,

Cathy Moffroid Click
Chair

TOWN OF BASALT Consent Item	Date: May 24, 2016 From: Susan Philp, Planning Director Town Manager Review: MS approved 05-20-16
----------------------------------------	------------------------------------------------------------------------------------------------------------------------------

SUBJECT: Establish Subcommittee of the Council to Interview Basalt Public Arts Commission (BPAC) Applicants and forward recommendation to the Council

RECOMMENDATION: Appoint a 3 person subcommittee of the Council to interview applicants and forward recommendations to the Council

DETAIL:

A couple of the original BPAC members were not able to continue serving on the board and there is one member seeking reappointment. The Town received several applications in response to the Town's advertisement. Staff recommends that the Council appoint a subcommittee to interview applicants and forward recommendations to the Town Council instead of having the entire Council do this.

BPAC may consist of up to nine (9) members with staggered terms. There are specifications on the number of ArtBase, TACAWE and Chamber board or staff members and at least three members must live in Town.

Related Town Statute and or Town Actions: na

Budget: na

Attachments: na

**Town of Basalt
Accounts Payable
May 24, 2016**

GENERAL FUND**Reimbursable**

Total Reimbursable	9,420.54
Non-reimbursable	
Payroll 5/6/16, Health Insurance	142,449.76
Other Expenditures	104,296.02
Sub Total General Fund Non-reimbursable	246,745.78
TOTAL GENERAL FUND	256,166.32
Bond Fund:	35,033.62
Total Bond Fund	35,033.62
Conservation Trust Fund:	0.00
Total Conservation Trust Fund	0.00
Water Fund:	4,007.27
Total Water Fund	4,007.28
TOTAL ALL FUNDS	295,207.21

Report Criteria:

Report type: GL detail

Check Detail Amount = {<-} 0

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Check Amount
05/16	05/24/2016	37885	AED AUTHORITY	19086	10-66-430	195.00
05/16	05/24/2016	37886	ALPINE BANK	HSA 5/	10-22775	799.30
05/16	05/24/2016	37887	ASPEN DAILY NEWS	910687	10-45-600	154.80
05/16	05/24/2016	37887	ASPEN DAILY NEWS	910687	10-75-700	184.96
05/16	05/24/2016	37887	ASPEN DAILY NEWS	B01034	10-45-540	57.75
05/16	05/24/2016	37887	ASPEN DAILY NEWS	B01034	10-24480	52.50
05/16	05/24/2016	37887	ASPEN DAILY NEWS	B01034	10-24498	81.00
05/16	05/24/2016	37888	ASPEN LACROSSE CLUB	LACRO	10-64-730	3,500.00
05/16	05/24/2016	37889	ASPEN MAINTENANCE SUPPLY	307053	10-66-405	581.62
05/16	05/24/2016	37889	ASPEN MAINTENANCE SUPPLY	307075	10-66-430	158.63
05/16	05/24/2016	37890	AUSTIN, PEIRCE & SMITH, P.C.	1008-0	10-45-315	981.26
05/16	05/24/2016	37890	AUSTIN, PEIRCE & SMITH, P.C.	1008-0	10-41-670	662.14
05/16	05/24/2016	37890	AUSTIN, PEIRCE & SMITH, P.C.	1008-0	10-45-310	8,703.34
05/16	05/24/2016	37890	AUSTIN, PEIRCE & SMITH, P.C.	1008-0	10-24206	131.25
05/16	05/24/2016	37890	AUSTIN, PEIRCE & SMITH, P.C.	1121-0	10-45-310	25.00
05/16	05/24/2016	37890	AUSTIN, PEIRCE & SMITH, P.C.	1121-0	10-45-310	25.00
05/16	05/24/2016	37891	BASALT PRINTING	001561	10-64-665	35.75
05/16	05/24/2016	37891	BASALT PRINTING	001561	10-47-600	7.00
05/16	05/24/2016	37891	BASALT PRINTING	001561	10-45-600	157.50
05/16	05/24/2016	37891	BASALT PRINTING	001561	10-54-600	53.05
05/16	05/24/2016	37891	BASALT PRINTING	001561	10-24494	35.20
05/16	05/24/2016	37892	BEATTIE, CHADWICK & HOUP, T	11359	51-45-310	212.50
05/16	05/24/2016	37893	BOYD BIERBAUM	MAY 1	10-62-530	30.00
05/16	05/24/2016	37894	CHRISTINE NEWCOMB	05/16/1	10-41-675	450.00
05/16	05/24/2016	37895	CLARION ASSOCIATES	6547	10-47-330	700.00
05/16	05/24/2016	37896	COLO. EMPLOYER BENEFIT TR	TOB M	10-41-670	528.00
05/16	05/24/2016	37896	COLO. EMPLOYER BENEFIT TR	TOB M	10-45-230	3,209.95
05/16	05/24/2016	37896	COLO. EMPLOYER BENEFIT TR	TOB M	10-47-230	3,249.95
05/16	05/24/2016	37896	COLO. EMPLOYER BENEFIT TR	TOB M	10-50-230	3,288.90
05/16	05/24/2016	37896	COLO. EMPLOYER BENEFIT TR	TOB M	10-54-231	14,113.65
05/16	05/24/2016	37896	COLO. EMPLOYER BENEFIT TR	TOB M	10-58-230	1,745.95
05/16	05/24/2016	37896	COLO. EMPLOYER BENEFIT TR	TOB M	10-61-230	24.70
05/16	05/24/2016	37896	COLO. EMPLOYER BENEFIT TR	TOB M	10-60-230	1,405.30
05/16	05/24/2016	37896	COLO. EMPLOYER BENEFIT TR	TOB M	10-62-230	2,126.95
05/16	05/24/2016	37896	COLO. EMPLOYER BENEFIT TR	TOB M	10-64-230	1,428.95
05/16	05/24/2016	37896	COLO. EMPLOYER BENEFIT TR	TOB M	10-70-230	528.00
05/16	05/24/2016	37896	COLO. EMPLOYER BENEFIT TR	TOB M	51-45-230	2,227.30
05/16	05/24/2016	37897	COLORADO DEPT. OF AGRICU	LICEN	10-70-570	100.00
05/16	05/24/2016	37898	COLORADO MTN. NEWS MEDIA	100335	10-54-600	75.60
05/16	05/24/2016	37898	COLORADO MTN. NEWS MEDIA	100335	10-45-600	323.00
05/16	05/24/2016	37898	COLORADO MTN. NEWS MEDIA	100335	10-45-540	499.52
05/16	05/24/2016	37899	COLORADO POOLSCAPES INC	81686-	10-66-430	796.80
05/16	05/24/2016	37900	COLORADO SOIL SYSTEMS	1075	10-41-675	450.00
05/16	05/24/2016	37901	CPS DISTRIBUTORS INC	225740	10-70-600	1,848.00
05/16	05/24/2016	37902	DHM DESIGN CORPORATION	32090	31-40-310	828.04
05/16	05/24/2016	37902	DHM DESIGN CORPORATION	32090	31-40-310	3,934.51
05/16	05/24/2016	37902	DHM DESIGN CORPORATION	32090	10-24209	6,404.22
05/16	05/24/2016	37903	DREAMTIME WATER DISTRIBU	407828	10-64-605	15.00
05/16	05/24/2016	37904	FAMILY SUPPORT REGISTRY	MARTI	10-22770	200.00
05/16	05/24/2016	37904	FAMILY SUPPORT REGISTRY	MAY 1	10-22770	240.00
05/16	05/24/2016	37904	FAMILY SUPPORT REGISTRY	SANTI	10-22770	54.16
05/16	05/24/2016	37905	FLORIDA DEPARTMENT OF RE	SANTI	10-22770	271.20

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Check Amount
05/16	05/24/2016	37906	GALLS, LLC	005292	10-54-610	123.89
05/16	05/24/2016	37907	GRASSROOTS TELEVISION INC	8339	10-47-600	188.00
05/16	05/24/2016	37908	HIGH COUNTRY ENGINEERING	002736	10-60-700	2,155.00
05/16	05/24/2016	37909	HOLY CROSS ENERGY ASSOC.	MAY 1	10-50-410	108.88
05/16	05/24/2016	37909	HOLY CROSS ENERGY ASSOC.	MAY 1	10-60-412	527.40
05/16	05/24/2016	37909	HOLY CROSS ENERGY ASSOC.	MAY 1	10-70-410	207.17
05/16	05/24/2016	37909	HOLY CROSS ENERGY ASSOC.	MAY 1	10-66-410	779.09
05/16	05/24/2016	37909	HOLY CROSS ENERGY ASSOC.	MAY 1	51-72-410	834.19
05/16	05/24/2016	37909	HOLY CROSS ENERGY ASSOC.	MAY 1	51-73-410	624.17
05/16	05/24/2016	37909	HOLY CROSS ENERGY ASSOC.	UG PO	31-40-315	30,271.07
05/16	05/24/2016	37910	ICC	100068	10-58-600	107.00
05/16	05/24/2016	37911	IN THE SWIM	011133	10-66-430	30.00
05/16	05/24/2016	37911	IN THE SWIM	011184	10-66-430	670.00
05/16	05/24/2016	37912	JEFF BLEVINS	MAY 1	10-62-530	30.00
05/16	05/24/2016	37913	KILGORE COMPANIES	336275	10-70-430	165.00
05/16	05/24/2016	37914	LAKESIDE TOWNHOMES AT WI	7180	10-60-435	300.00
05/16	05/24/2016	37915	ROBERT LARSON	MAY 1	10-62-530	30.00
05/16	05/24/2016	37916	LEAF	648131	10-45-740	49.95
05/16	05/24/2016	37917	DOUG LEIBINGER	RETRE	10-41-590	250.00
05/16	05/24/2016	37918	LEWAN & ASSOCIATES	925305	10-45-600	210.59
05/16	05/24/2016	37919	MICHAEL SCANLON	MAY 1	10-45-530	150.00
05/16	05/24/2016	37919	MICHAEL SCANLON	MAY 1	10-45-580	600.00
05/16	05/24/2016	37920	MID VALLEY METRO	4534	10-60-435	34.00
05/16	05/24/2016	37921	MOLLY DORAIS	NATUR	10-34-700	215.00
05/16	05/24/2016	37922	MOUNTAIN WASTE & RECYCLI	72228	10-50-415	365.00
05/16	05/24/2016	37922	MOUNTAIN WASTE & RECYCLI	72878	10-50-415	85.00
05/16	05/24/2016	37923	MT. DALY ENTERPRISES LLC	05/12/2	10-75-700	694.50
05/16	05/24/2016	37923	MT. DALY ENTERPRISES LLC	TRACT	10-75-700	340.78
05/16	05/24/2016	37924	MUNICIPAL CODE CORPORATI	002701	10-45-555	468.00
05/16	05/24/2016	37925	NAPA AUTO PARTS	160514	10-61-580	134.90
05/16	05/24/2016	37925	NAPA AUTO PARTS	160886	10-61-430	54.05
05/16	05/24/2016	37926	PAUL NEILSON	MAY 1	51-45-530	30.00
05/16	05/24/2016	37927	NEWMAN TRAFFIC SIGNS	TI-0297	10-60-600	1,908.63
05/16	05/24/2016	37928	PATTY KOHLER OVERSTREET	GRACE	10-24505	86.72
05/16	05/24/2016	37929	Pitkin County Treasurer	33737	10-70-710	99.36
05/16	05/24/2016	37930	PRIMA PLANT SERVICES	119210	10-70-710	250.00
05/16	05/24/2016	37931	SARAH HORN	APRIL	10-24505	500.00
05/16	05/24/2016	37931	SARAH HORN	MAY G	10-24505	500.00
05/16	05/24/2016	37932	SCHMUESER GORDON MEYER	90040B	51-45-330	69.00
05/16	05/24/2016	37932	SCHMUESER GORDON MEYER	90040B	10-62-330	2,019.00
05/16	05/24/2016	37932	SCHMUESER GORDON MEYER	90040B	10-60-432	12,981.50
05/16	05/24/2016	37933	SOPRIS ENGINEERING	110449	10-60-432	439.00
05/16	05/24/2016	37934	SOURCE GAS	MAY 2	10-50-410	851.85
05/16	05/24/2016	37934	SOURCE GAS	MAY 2	10-70-410	89.92
05/16	05/24/2016	37935	STEPHANIE SYSON LLC	5.16	10-75-700	600.00
05/16	05/24/2016	37936	THE ARTS CENTER AT WILLITS	MAY 2	10-41-670	29,659.09
05/16	05/24/2016	37937	JUDITH TIPPETTS	MAY 1	10-45-530	75.00
05/16	05/24/2016	37938	TREVOR LALONDE	MAY 1	10-70-530	30.00
05/16	05/24/2016	37939	UNILINK	098289	10-45-740	162.20
05/16	05/24/2016	37939	UNILINK	098290	10-45-740	56.58
05/16	05/24/2016	37939	UNILINK	098543	10-45-740	861.09
05/16	05/24/2016	37939	UNILINK	098544	10-45-740	17.68
05/16	05/24/2016	37940	UPPER IMAGE EMBROIDERY	2700	10-54-610	540.00
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	60548	10-24505	84.99
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	61122	10-70-430	11.97
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	61299	10-60-600	9.99

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Check Amount
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	61306	10-50-600	7.99
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	61642	10-70-430	7.49
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	61686	10-70-430	10.05
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	61694	10-75-700	15.89
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	61782	51-72-430	2.34
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	61782	10-75-700	16.99
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	61804	10-63-430	59.95
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	61860	51-72-430	7.78
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	62157	10-60-600	36.99
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	62178	10-70-600	64.92
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	62203	10-70-600	20.78
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	62237	10-70-600	73.97
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	62286	10-70-600	53.94
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	62487	10-50-435	26.45
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	62543	10-50-600	27.98
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	62696	10-70-430	5.64
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	62720	10-70-430	21.99
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	62855	10-70-430	13.41
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	62859	10-50-430	10.48
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	62882	10-70-430	10.63
05/16	05/24/2016	37941	VALLEY LUMBER COMPANY	63076	10-70-600	14.99
05/16	05/24/2016	37942	MATT WAGNER	MAY 1	10-62-530	30.00
05/16	05/24/2016	37943	WESSELLING, RYAN	MAY 1	10-62-530	30.00
Grand Totals:						161,158.85

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
1020200	.00	161,158.85-	161,158.85-
10-22770	765.36	.00	765.36
10-22775	799.30	.00	799.30
10-24206	131.25	.00	131.25
10-24209	6,404.22	.00	6,404.22
10-24480	52.50	.00	52.50
10-24494	35.20	.00	35.20
10-24498	61.00	.00	61.00
10-24505	1,171.71	.00	1,171.71
10-34-700	215.00	.00	215.00
10-41-590	250.00	.00	250.00
10-41-670	30,849.23	.00	30,849.23
10-41-675	900.00	.00	900.00
10-45-230	3,209.95	.00	3,209.95
10-45-310	8,753.34	.00	8,753.34
10-45-315	981.26	.00	981.26
10-45-530	225.00	.00	225.00
10-45-540	557.27	.00	557.27
10-45-555	468.00	.00	468.00
10-45-580	600.00	.00	600.00
10-45-600	845.89	.00	845.89
10-45-740	1,147.50	.00	1,147.50
10-47-230	3,249.95	.00	3,249.95
10-47-330	700.00	.00	700.00

GL Account	Debit	Credit	Proof
10-47-600	195.00	.00	195.00
10-50-230	3,288.90	.00	3,288.90
10-50-410	960.53	.00	960.53
10-50-415	430.00	.00	430.00
10-50-430	10.48	.00	10.48
10-50-435	326.45	.00	326.45
10-50-600	35.97	.00	35.97
10-54-231	14,113.65	.00	14,113.65
10-54-600	128.65	.00	128.65
10-54-610	663.89	.00	663.89
10-58-230	1,745.95	.00	1,745.95
10-58-600	107.00	.00	107.00
10-60-230	1,405.30	.00	1,405.30
10-60-412	527.40	.00	527.40
10-60-432	13,420.50	.00	13,420.50
10-60-435	34.00	.00	34.00
10-60-600	1,955.61	.00	1,955.61
10-60-700	2,155.00	.00	2,155.00
10-61-230	24.70	.00	24.70
10-61-430	54.05	.00	54.05
10-61-580	134.90	.00	134.90
10-62-230	2,126.95	.00	2,126.95
10-62-330	2,019.00	.00	2,019.00
10-62-530	150.00	.00	150.00
10-63-430	59.95	.00	59.95
10-64-230	1,428.95	.00	1,428.95
10-64-605	15.00	.00	15.00
10-64-665	35.75	.00	35.75
10-64-730	3,500.00	.00	3,500.00
10-66-405	581.62	.00	581.62
10-66-410	779.09	.00	779.09
10-66-430	1,850.43	.00	1,850.43
10-70-230	528.00	.00	528.00
10-70-410	297.09	.00	297.09
10-70-430	246.18	.00	246.18
10-70-530	30.00	.00	30.00
10-70-570	100.00	.00	100.00
10-70-600	2,076.60	.00	2,076.60
10-70-710	349.36	.00	349.36
10-75-700	1,853.12	.00	1,853.12
31-40-310	4,762.55	.00	4,762.55
31-40-315	30,271.07	.00	30,271.07
51-45-230	2,227.30	.00	2,227.30
51-45-310	212.50	.00	212.50
51-45-330	69.00	.00	69.00
51-45-530	30.00	.00	30.00
51-72-410	834.19	.00	834.19
51-72-430	10.12	.00	10.12
51-73-410	624.17	.00	624.17
Grand Totals:	<u>161,158.85</u>	<u>161,158.85-</u>	<u>.00</u>

GL Account	Debit	Credit	Proof
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Report Criteria:

Report type: GL detail
Check Detail.Amount = {<>} 0

**2016 Council Calendar
DRAFT– Subject to Change**

6/14 WORK SESSION AND LEGISLATIVE

- 5:00-6:00 WORK SESSION PAN AND FORK**
 10 Minute visual review of where we have been (reviewed prior to presentation)
Packet into to include pros and cons of potential actions and comprehensive info regarding:
 CSC Zone District discussion and modifications
 Financial Review
 Park plan review; past and proposed costs
- 6:00 WORK SESSION FINANCIALS AND FINANCIAL ADVISORY BOARD**
 FAB Initial steps and next steps
- 7:00 CONSENT**
- 7:05 Green Team Update**
 1st Reading Recycling Ordinance
- 7:30 RFTA MOBILITY STUDY: Presentation and Discussion**
- 7:45 ORDINANCES –**
 1st Reading Rescind Special Review 234 Midland (5 mins)
- 8:00 Financial Advisory Board**
 Mike Scanlon

WRITTEN INFORMATION:

Manager's Report
 Payables

6/22/16 ALL DAY COUNCIL RETREAT
(AGENDA and FACILITATOR INFO TBA)

6/28/16 WORK SESSION AND LEGISLATIVE

- 4:00 JOINT MEETING BASALT, PITKIN AND EAGLE AT RMI**
- 5:30-6:30 WORK SESSION (need info in packet) NEIGHBORHOOD CAUCUS**
 (Joe Edwards, George Newman)
 Why
 How
 Next Steps

CONSENT

- 6:30 Financial Review
- 6:45 ORDINANCES
2nd Reading Rescind Special Review 234 Midland (5 mins)
1st Reading Kai Peterson (15 mins)
- 7:10 Green Team Update
2nd Reading Green Team Recycling Ordinance
- 7:30 Basalt Mini Storage – Davidco in Southside – Sketch Plan review Introduction

7/12/16 WORK SESSION AND LEGISLATIVE

- CSC Zone District (30 mins)
- Council discussion Pan and Fork expenditures (if moving towards ordinance, funding, bond)

RESOLUTION

- Basalt Mini-storage (20 mins)

ORDINANCES

- 1st Reading Roaring Fork Conservancy River Center – Old Pond Park Approvals (35 mins)
- 1st Reading Roaring Fork Club Suits Kitchen
- 2nd Reading Kai Peterson ADU

PARTIAL LIST OF COUNCIL PRIORITIES TO BE SCHEDULED

- 1 Child Care and Regional Child care
- 2, 1 Community Survey
- 3 Economics of Special events
- 1, 2 Regional healthcare
- 2 Arts and performing arts related to the economy
- 2 Presentations to Council from these committees:
BPAC, POST, CHAMBER, Etc./Council Members to sit on
- 2 Urban renewal at Clarks-updates from Tim B
- 3 Willits intersection
- 3, 3 Way finding –urban trails and connections (part of POST update)
- 3 Changing big boxes to small businesses at Willits
- 1, 1 Single Track trails on public lands connected to Town of Basalt
Zero waste/compost effort in Basalt/Willits

OTHER DISCUSSION ITEMS IDENTIFIED BY STAFF

- Police Emergency Services Dispatch
- Adopting the 5 Yr Capital Improvements Plan
- Valley Rd/El Jebel Road Alignment
- Code amendment Chapter 8 – Parking rules

Public Works Manual

Amend CSC Zone District Schedule after Council direction

Worksession – BDBA& Chamber

Presentation Colorado Parks and Wildlife – Bear Aware

Traffic Calming throughout Town

LAND USE APPLICATIONS – to be scheduled when and if ready

Arbaney Kittle PUD Amendment- Pursuant to pre-development agreement

Roaring Fork Conservancy LU & Development Agreement – pursuant to pre-development agreement

234 Midland Avenue Special Review Amend Approvals

RF Club Suites – minor PUD Amendment

Town Park Arts Parcel – TACAW Approvals

Stott's Mill PUD Amend and Reinstate & Sketch Plan

150 W. Homestead Rezoning and Sketch Plan (Elice)

MEMORANDUM

TO: Mayor Whitsitt and Basalt Town Council
FROM: Pamela Schilling, Town Clerk
DATE: May 24, 2016
RE: Recent Administrative Liquor Review/Approvals

The Town Clerk has administratively approved the following liquor licenses/permits:

- High Country News Special Event Liquor Permit at RMI Building
- Completed Transfer of Ownership from Jimbo's to Bris' Booze dba Jimbo's Liquors



Stakeholder Information - Elected Officials

May 2016

Over the next two years, the Roaring Fork Transportation Authority (RFTA) will be undertaking the development of an Integrated Transportation Systems Plan (ITSP). The ITSP is intended to comprehensively address the mobility issues, opportunities, and challenges that face RFTA and its constituents in the near and long term. RFTA's long-term vision is: to "Pursue excellence and innovation in providing preferred transportation choices that connect and support vibrant communities." Phase I of the ITSP will assess RFTA's needs in terms of facilities, fleet, human capital, capital and operating budgets and other resources, based on its current roles and responsibilities. Phase I will also develop forecasts of growth in the transit system, and outline what RFTA must do to sustain this growth.

RFTA and Parsons Transportation Group (PTG), chosen by RFTA to lead the study process, have been meeting with staff and managers of all jurisdictions, CDOT, and other stakeholders to gather basic transportation information, both for current and future needs. The purpose of the ITSP is to develop a vision and a long-term transportation plan for RFTA. An important part of the process involves checking in with elected officials throughout the study area, which encompasses the Roaring Fork and Colorado River Valleys between Parachute and Aspen. Through this information gathering process, we will be developing draft vision statements. These transportation visions will guide the next phases of the ITSP planning process and outcomes.

Following is a list of questions that we have been asking staff and managers throughout the region to answer, and we would like to discuss the same list of questions with you.

1. How would you define the overall transportation / mobility vision for your community?
2. What do you consider your priority transportation / mobility needs in terms of the following:
 - a. Transit/Vehicle connections
 - b. Pedestrian connections
 - c. Biking connections
 - d. On-demand services
 - e. Park and Rides
3. Are there variances in transportation / mobility needs during different seasons? If so, describe.
4. What improvements in regional mobility would you recommend for consideration?
5. What is your general perception of RFTA services – Local & BRT
6. Are there other priorities / issues / concerns that we should consider as we move forward with the study?
7. General priority of transportation needs in your community / in the region?
8. RFTA's scenarios for the future range from a status quo approach to undertaking another large expansion. Under any scenario, additional resources will be needed. What are your ideas for additional funding?

The key members of the PTG Team consist of Ralph Trapani, Jen Leifheit, and Joe Kracum of Parsons, and Laura Kirk of DHM Design. David Johnson from RFTA and Ralph Trapani with Parsons will be representing the ITSP team at the upcoming meeting.

Thank you for participating in the information gathering process for the Integrated Transportation System Plan (ITSP). Included in the packet are initial themes revealed during the staff and manager meetings as well as a workflow chart.

Themes Revealed During The Staff And Manager Interview Process:

1. Multi-Modal Mobility and Community Connectivity, with an emphasis on bicycle, pedestrian and transit use, is a prevalent priority
 - LoVa Trail and bike/ped improvements a top priority for I-70 communities
2. Affirms the commuting patterns shown in the **2014 Regional Travel Patterns Study**:
 - Most commuting occurs between Parachute and Glenwood Springs, and between Carbondale and Aspen
3. School-related traffic a major issue in many communities
4. Desire for new, improved feeder bus systems
 - Parachute, New Castle, Glenwood Springs, Carbondale, ELJebel, Basalt, Snowmass
5. Park and Ride Improvements
 - Quality a priority in I-70 corridor; quantity in SH82
6. Transit Service levels
 - More overall service suggested in I-70 corridor; more consistency between peak and off-peak seasons in SH82 corridor

9e



May 11, 2016

Dear Mayor Whitsitt and Basalt Town Council,

With the Arbaney Barn now restored and empty, we are ready to start on the inside by accepting donations of items from old time Basalt families. We are planning on having the barn divided up into 4 sections. The kitchen, the parlor, the bedroom and the tack room.

Once this is completed we will open the barn up for a 115 year celebration and pot luck for the Town of Basalt citizens and regional area. This will take place on October 7, 2016. What we need to have in place is a security camera system and insurance on the items. We will be drawing up separate "bills" on each of the items. Some items will be given to us and these will become the property of the Town of Basalt for the museum and others may be "on loan" to the Town of Basalt.

One time that we will need help moving is Janice Duroux's mother's cook stove. We have the trailer to transport it we just need the man power to put it on the trailer and then put it in the barn. Please let me know if we can proceed with our plans this summer. Thank you.

A handwritten signature in blue ink that reads "Nancy Maurin". The signature is written in a cursive style.

Nancy Maurin
President of the BRHS
on behalf of the BRHS Board of Directors.