AMENDED AGENDA

101 Midland Avenue, Basalt, CO 81621

Meeting Date: April 26, 2016 **Time: 6:00 p.m.**
Location: Town Council Chambers

TOWN COUNCIL MEETING AGENDA

6:00 1. Call to Order (Mayor Whitsitt)

6:01 2. Roll Call (Pam Schilling)

6:02 3. Consent Agenda (Mayor Whitsitt)

3A. Minutes: April 19, 2016
3B. Special Event Activity Permit for Aspen Valley Marathon
3C. Special Event Activity Permit for Ragnar Relay
3D. Proclamation – Declaring Friday, April 29, Arbor Day in Basalt, Colorado

Motion to Consider:
Mayor, I move that the Town Council approve the Consent Agenda as published Item 3A.

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

5. Council Comments, Disclosures, and Other Reports

5A. Town Manager's Report
5B. SGM – Town Engineer's Report
5C. Status of the Our Town Planning Process

6. TOWN COUNCIL ACTIONS:

6A. Council Consider Appointments to Boards

- Discussion of appointments, followed by motion to appoint.

6B. Council Direction to Staff Regarding PIF Policy

- Discussion of policy, followed by motion to direct staff.

7. EXECUTIVE SESSION:

Motion to Consider:
Mayor, I move that the Town Council enter Executive Session for the purposes of:

- The purchase, acquisition, lease, transfer or sale of property interests in accordance with C.R.S. 24-6-402(4)(a).
- Determining positions relative to matters that are or may become subject to negotiations in accordance with C.R.S. 24-6-402(4)(e).
- Personnel Matters in accordance with C.R.S. 24-6-402(4)(f).

8. INFORMATION AND CORRESPONDENCE:

NO ACTION REQUIRED BY THE TOWN COUNCIL

A. Accounts Payable
B. Advanced Agendas
C. Correspondence to the Town
D. Town Clerk Administrative Liquor Actions

9. ADJOURNMENT

101 Midland Avenue, Basalt, CO 81621

Meeting Date: April 19, 2016 **Time: 6:00 p.m.**
Location: Town Council Chambers

TOWN COUNCIL MEETING MINUTES

1. Call to Order (Mayor Whitsitt)

The meeting of the Basalt Town Council was called to order at 6:07 PM by Mayor Jacque Whitsitt.

2. Roll Call (Pam Schilling)

Council members present were Gary Tennenbaum, Herschel Ross, Rick Stevens and Mark Kittle.

3. Community Acknowledgments

3A. Basalt Student Citizen of the Month (Karla Lopez)

Karla Lopez was recognized under the Pillar of Character of Citizenship.

3B. Minutes of April 12, 2016

M/S COUNCILORS MARK KITTLE AND HERSCHEL ROSS THAT THE TOWN COUNCIL APPROVE THE MINUTES OF THE APRIL 12, 2016 MEETING AS PRESENTED. THE MOTION CARRIED 5-0.

4. Parting Council Member Comments

Parting Council members made their closing comments and said their good-byes to Council and welcomed the new members.

Rick Stevens spoke to the increased interest of serving the community since his start with Council back in 1994. Rick noted the preservation of the kilns, and preservation of the park area by keeping a road from running through Arbaney Park. Rick said he got back on Council in 2012 to see the implementation of the River Master Plan that had been shelved for numerous reasons. He was pleased to see the progress made on the Plan. Rick said he was happiest about his youngest son who got the bug for community engagement and hoped his son would stay in the community, and that the children recognized as students of the month and other children in community athletics, sports and other leadership roles, stay here and become the leaders of the community. Rick was happy with the results the Town got this spring with twice

as many voters turning out, close race and all. Rick hoped everyone would get a little piece of the action and walk out of here happy tonight knowing the future's pretty bright. Rick thanked everyone for letting him serve for roughly 14 years.

Herschel Ross said he was moving up from servant of the people to private citizen; as private citizen, the Council would be working for him and he expected results. He had the privilege of sitting next to Karin Teague for the first 2 years of service. When Karin left office, Herschel told her she would be missed as she was the only one who understood his bad puns, and Karin had joked that those bad puns might be the reason she chose not to run again. Herschel noted Glenn Rappaport whom he served with. He said he didn't think Glenn and he voted the same way once in two years, but they had learned to work together, had a lot of fun and got some great things accomplished. Herschel learned that the history that Rick Stevens brought to the Council helped everyone understand where the Town came from, where it is now, and what the town could be. Rick's honesty and integrity were essential to Herschel's work on the Council. Herschel spoke to Mark Kittle saying he was the 'fun guy' on council. Herschel predicted that in the next 2 years there would be a land use issue that Mark's family would have nothing to do with and Mark would have to vote on a land use thing. Herschel said his personal philosophy was that you don't know you're in a golden age until it has passed. Herschel said the staff was the golden age of town government and said council should use this opportunity and not let it slip by.

Gary Tenennbaum thanked Herschel and noted his respect for the outgoing council members. He noted that even though they had differences of opinion, they were all Basalt. Gary said he knew it wasn't the last time he would be seeing them at a Council meeting. Gary respected the outgoing Council members for doing the work; it wasn't easy – it took a lot of time to do it and he thanked them for it.

Jacque Whitsitt said there were so many years of experience and commitment and love at the council table; love for this valley and town that we live in. Jacque echoed Rick's comments about the record turn out for the election and the passion of the voters. Jacque said the community wasn't that far apart in their passion for the community. Jacque thanked everyone who ran and noted how difficult it was on the family members to do so. She thanked Herschel and Rick and Rob for all their hard work, and for all the hard work the new members will put in in the future.

Mike Scanlon presented a video of the past 4 years and the outgoing council members.

5. Oath of Office – New Council takes seats

The Oath of Office was given to Jacque Whitsitt for Mayor, Jennifer Riffle, Katie Schwoerer and Auden Schendler for Council.

6. Appointments:

> "Town of Basalt Home Rule Charter Section 3.7.C — Organizational Meeting At the first regular meeting following a regular election, and before the Council conducts any official business other than approval of minutes from past meetings, the Town Clerk shall administer the oath of office to newly-elected members of the Council, and they shall assume office at that time. The Council shall then proceed to appoint the Mayor Pro Tem, the Town Manager, the Town Attorney and the Municipal Judge and conduct such other organizational business as it sees fit."

Mark Kittle nominated Auden Schendler to the post of Mayor Pro-Tem. Katie Schwoerer nominated Gary Tennenbaum. Following general discussion between Auden and Gary, Auden suggested Gary be nominated as Mayor Pro Tem. Council, by show of hands, voted 4-0-1 abstention (Gary Tennenbaum) to appoint Gary Tennenbaum as Mayor Pro tem.

Mayor Whitsitt asked for a show of hands in favor of appointing Mike Scanlon as Town Manager. Council voted unanimously in favor of the appointment.

Mayor Whitsitt asked for a show of hands in favor of appointing Tom Smith as Town Attorney. Council voted unanimously in favor of the appointment.

Mayor Whitsitt asked for a show of hands in favor of appointing John Collins as Municipal Judge. Council voted unanimously in favor of the appointment.

7. ADJOURNMENT

M/S COUNCILORS TENNENBAUM AND KITTLE THAT THE TOWN COUNCIL ADJOURN THE MEETING AT 6:36 PM. THE MOTION CARRIED 5-0.

The minutes of the April 19, 2016 meeting were read and approved this 26h day of April, 2016.

BASALT TOWN COUNCIL: **ATTEST:**

By:_____ _____
Jacque Whitsitt, Mayor Pamela Schilling, Town Clerk

TOWN OF BASALT Consent Item	Date: April 26, 2016 From: James Lindt AICP, Assistant Planning Director

SUBJECT: Consideration of a motion to approve of a Special Event Activity Permit to allow for the Aspen Valley Marathon, Half Marathon, and 5K Run, with an after run event in Lions Park on July 16, 2016.

RECOMMENDATION: Staff recommends that Council approve the Aspen Valley Marathon Special Event Activity Permit, including the closure of Midland Spur, the brief closure of Two Rivers Road from Midland Avenue to Homestead Drive, and the closure of the parking on the north side of Two Rivers Road.

DETAILS: The purpose of this agenda item is to consider approving by motion the Aspen Valley Marathon, Half Marathon, and 5K runs through Basalt, and after race party. The Applicant, Aspen Valley Marathon LLC, has submitted an application to Pitkin County for a Special Events Permit. The Council is responsible for considering whether to approve of the portion of the runs that go through Basalt town limits and the end of run event that is proposed in Lions Park.

In previous years, the Town has permitted this event to go through the town limits and end in Basalt with an awards event in Lions Park at the end of the race. The Applicant is proposing to close parking on the north side of Two Rivers Road and to close Midland Spur to accommodate the finish area for all of the running events and for the start of 5K run as they have done in past years. Additionally, the Applicant is proposing to briefly close Two Rivers Road from Midland Ave. to Homestead Drive in order to allow the start of the 5K from Midland Spur. The brief closure of Two Rivers Road occurred for the first time last year and seemed to work out well. The running events do not include an at-grade crossing of Highway 82.

The Town has approved this event since 2011. The only issues last year were related to music starting too early in the morning during set up. The Applicant has indicated that they will not be playing music during set up and instead will wait for the runners to start crossing the finish line. It should be noted that Staff has included a draft condition requiring the Applicant to work with the Basalt Center Subdivision Business Association to obtain consent to place a portable toilet in their parking lot for the event as the Town did last year since there had been problems with spectators using the AspenAlt restrooms in the past.

The Police Department and Fire District have reviewed the Application and their comments are incorporated in the draft conditions of approval.

RECOMMENDATIONS FROM OTHER BOARDS: The P&Z does not review special event applications and Pitkin County is in the process of evaluating a request for the part of the event to take place in Pitkin County.

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) Application and Course Map; C) Referral Comments

A) Draft Conds.

Aspen Valley Marathon 2016- Draft Conditions of Approval

1) The Applicant shall adhere to all material representations made in, or in connection with this application. The cap on the number of runners participating in all of the events shall be 900 runners.

2) The Applicant shall comply with the requirements of the Basalt Police Department. The roads within the Town shall not be closed, except the area of Midland Spur adjacent to Town Hall and the Applicant shall ensure that RFTA bus stops adjacent to Lions Park shall remain completely unobstructed during the event. A brief closure of Two Rivers Road from Midland Spur to Homestead Drive is also permitted as outlined in Condition No. 3 below. The closure of Midland Spur shall only occur during the running event and for one half hour after the race to clear participants and public out of the area. The closure shall not prevent vehicular traffic from entering and exiting the parking for the residential units on the west side of Midland Spur. The exact location of the closure shall be approved by the Town Manager or his designee.

3) Regarding the closure of Two Rivers Road between Midland Avenue and Homestead Drive, the Applicant shall have professional traffic control personnel at the intersection of Two Rivers Road and Midland Avenue and at the intersection of Two Rivers Road and Homestead Drive to direct traffic away from the closure. The closure of Two Rivers Road shall be the minimum amount of time necessary for the start of the 5K race to progress from Midland Spur to Homestead Drive.

4) The Town Public Works Department will close the parking spaces on the north side of Two Rivers Road, east of the Midland Avenue/Two Rivers Road intersection before and during the event. Additionally, the Town Public Works Department will close the parking spaces on the west side of Midland Avenue between the Midland Avenue/Two Rivers Road intersection and the Midland Avenue Bridge.

5) In addition to the traffic control needs outlined in Condition No. 3 above, the Applicant shall provide a traffic management volunteer at each of the following intersections for the duration of the running event:

a. Two Rivers Road and Elk Run Drive
b. Two Rivers Road and School Street
c. Two Rivers Road and Cottonwood Drive
d. Frying Pan Road and Sopris Drive (for the 5K run)
e. Frying Pan Road and Riverside Drive (for the 5K run)

6) The Applicant shall also provide three (3) traffic management volunteers at the intersection of Two Rivers Road and Midland Avenue for the duration of the running event. The Applicant shall coordinate with Eagle and Pitkin County about installing signage along the trail to alert trail users of the event and to let event participants navigate the course easier.

7) The Applicant shall be responsible for trash collection and removal. All debris and equipment shall be cleared from Lions Park by nightfall on the same day as the event.

8) The Applicant shall provide recycle bins for the collection of commingled materials (i.e. glass, plastic and metal) and shall have volunteers monitor the collection stations. All recyclables shall be taken to the Public Works Department at the conclusion of the event. Recycle bins will be collocated with trash containers. The Applicant shall not use plastic shopping bags or Styrofoam containers. Any single-use food service items provided by vendors shall be compostable or recyclable.

9) The Applicant shall conduct a post-event evaluation and de-briefing report and provide it to the Town Manager upon request. The evaluation shall include pertinent observations, notes, and data that may help reduce the environmental impact of similar events to be held in the future.

10) The Applicant shall provide portable toilets on the sidewalk on the west side of Town Hall upon the request of the Assistant Planning Director. Portable toilets cannot be placed on site prior to noon on the day before the event and

shall be handicap accessible. All portable toilets must be removed prior to nightfall on the Monday after the event.

11) The Applicant shall provide proof of insurance listing the Town as an additional insured in the amount of $1 Million.

12) The Applicant shall submit a final site plan of the proposed event in Lions Park showing the set up of facilities for the end of run event in Lions Park for approval by the Town Police Department and Public Works Department by July 1st. The Applicant shall coordinate their final site plan with the organizers of Lemonade Day to ensure that the Lemonade Day activities can be well integrated with the races.

13) The Applicant shall only erect banners and signage in the park on the day of the event. Any signage erected in the park shall be removed by the end of the day of the event.

14) The Applicant shall provide a $200 deposit for use of the park that will be refunded to the Applicant upon inspection by the Public Works Director that the site has been adequately cleaned and returned to the state it was in prior to the event.

15) The Applicant shall not serve liquor in the park unless they obtain a separate Special Event Liquor License.

16) The Applicant shall not prepare and serve prepared food in the park without the necessary approvals of the Eagle County Health Department. All vendors must have a current Town of Basalt business license as well as all other applicable documentation needed to sell goods within the Town limits.

17) The Applicant shall encourage the use of reusable linens, cutlery and dishes. Any single-use food-service products shall be compostable or recyclable.

18) The Applicant shall not dispense bottled water in the Town's park or staging areas. 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.

19) If tents are to be used for the end of race event, tents shall contain a flame retardant tag that meets the requirements of NFPA 701 and a certificate shall be provided to the Fire District in advance of the event.

20) The Applicant shall maintain a 12-foot through access on Midland Spur throughout the event for emergency service purposes.

21) 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.

22) Printed materials for the event shall, at a minimum, be printed on 50% post-consumer recycled content paper.

23) The Applicant shall provide vendors with a resource list identifying sources for eco-friendly event supplies.

24) Educational materials shall be displayed to inform attendees about the event's green initiatives.

25) The use of electricity shall be coordinated with and approved by the Public Works Department.

26) Insubstantial changes to this approval may be authorized by the Town Manager.

B) App. + Course Map

To be filled out by the Town
Filed: ____/____/____

Town of Basalt

Special Event Application

Contact Information

Name of Event Organizer (Primary):_____ Sean Solon
Phone number:_____ (970) 319 3579
Fax number:_____ N/A
E mail (if available):_____ aspenvalleymarathon@gmail.com
Mailing Address:_Aspen Valley Marathon, 1460 E. Valley Road, Basalt, CO 81621

Name of Event Organizer (Secondary):_____ Katherine Fitzgerald
Phone number:_____ (970) 319 9435
Fax number:_____ N/A
E mail (if available):_____ aspenvalleymarathon@gmail.com
Mailing Address:_Aspen Valley Marathon, 1460 E. Valley Road, Basalt, CO 81621

Event Information:

Name of event:_____ Aspen Valley Marathon

Date(s) of event:_____ Saturday July 16th 2016

Location of event:_____ Basalt Lions Park (See race routemaps)

Times of the event:_____ 6 a.m. through 3 p.m.

Description of event:_____ Marathon, Half and 5K Foot Races

The Marathon and Half finish on Midland Spur, Basalt and the 5K race is entirely in the Town of Basalt. The finish area and finisher's party to take place at the Lion's Park in the town of Basalt.

Expected number of patrons: 450 Marathon, 450 Half & 200 5K for a total of 1,100

Anticipated number of vendors: 10

Is on-site preparation of food proposed? Yes, Fresh Salads to be served to athletes

Is alcohol distribution or consumption proposed? Yes, we will apply for a Liquor License

If alcohol distribution is proposed, have you applied for a Town of Basalt Liquor License? Yes

Is there a charge to participate in the event? Yes

If so, how much? $25-50 for 5K; $60-130 Half; $75-150 Full Marathon

Is the event being organized by the non-profit entity? Yes

How will the event benefit the community? Aspen Valley Marathon has raised funds for Challenge Aspen and The Hope Center (Suicide Prevention). The events also bring significant numbers of people into the Town of Basalt on race weekend and this in turn generates significant business for the Town.

Is closure of streets or parking requested? Yes

If closure is requested, please describe location of requested closure: We would like to close Midland Spur to Midland Avenue with the exception of a one lane access from Midland Avenue to the businesses and residents at the Midland Avenue end of the Midland Spur. We would like to close both lanes North of the apartments onTwo Rivers Road in order to provide more space to accommodate additional Portapotties, Emergency Vehicles, a race control center, Bag Collection, Registrations Tent and other temporary structures (pop-up tents) for race administration use. See Map attached for proposed closure area.

Are tents proposed? Yes

Is the installation of stakes in a Town Park proposed? Yes, we will liaise with Town staff to mark any underground services/irrigation heads.

Are Town security resources requested? Yes, we would like to have a police vehicle to assist at the critical road crossings (Midland Ave 4-way, Two Rivers Road and Homestead Drive and Crossing of Frying Pan Road on 5K route – See Maps attached)

Application Submittal Items:

Yes - Event Site Map (Include the location of the following: toilet facilities, hand washing facilities, vendor locations, band or DJ, trash facilities, temporary fencing, event signage, tents with dimensions)

Yes - Written Consent from Property Owner (if event is proposed on private property) Application to use Basalt Lion's Park is also submitted.

Yes - Proof of Liability Insurance – pending with USA Track & Field (will be furnished well in advance of the event)

Yes - Emergency Access Plan – See Map/Plan showing location of Ambulances

Yes - Schedule for delivery and pick-up of portable toilet and handwash facilities

Yes - Plan for Distribution of Drinking Water to Patrons

Yes - Written Responses as to the Event's Compliance with the Town's Green Events Checklist

Yes - Copy of Completed Liquor License Application (if alcohol is proposed to be sold or distributed)

Yes - Completed Town Park Use Form (if use of a Town Park is requested)

Yes - Parking and Transportation Plan (Include number and location of traffic control volunteers)

Emergency Access Plan

We will have at least 2 ambulances on duty for the duration of the races. One ambulance will be stationed in Aspen at the start of the marathon and then move to W/J Ranch at the start area of the Half Marathon. That ambulance will move to the Emma/Hwy 82 Junction once the Marathon Sweeper has passed W/J Ranch. The second ambulance will be stationed at Arciero Junction from 7:30 am through 9:00 a.m. and then move to the finish area at the Midland Spur in Basalt. Emergency vehicles will have access to the Finish Area and the Lions Park via the junction with Midland Spur and Two Rivers Road. The placing of the 2 ambulances will be agreed in advance with the providers, Basalt Fire Department and/or Aspen Valley Hospital and will be co-ordinated to give best access to athletes during the races.

Schedule for delivery and pick-up of portable toilet and handwash facilities

The portapotties and handwash facilities will be provided and will placed in the closed parking spaces on adjacent to the finish line on Midland Spur. We will schedule to have them delivered on Friday 15th July in the afternoon. At previous events, they have been collected on the Monday morning after the event, Monday the 18th July, 2016. We note that the facilities have been available and used by customers attending the Sunday Market on the day after the event and so would propose to keep this schedule for 2016.

Plan for Distribution of Drinking Water to Patrons

There is a drinking Water font at the Lions Park for public use. Additionally, we have connected to the hose bib on the outside of the Wyly Arts Centre and provided drinking water from large insulated 5 Gallon Containers which we place at 2-3 locations in the park so that athletes and members of the public can serve themselves water in plastic or paper cups that will meet the requirements of the Town's Green Events Checklist.

Town Of Basalt Green Events Checklist

Event Staff & Volunteers

Sheldon Hoelsken (970) 618 5314 will be responsible for compliance with green event standards and conditions. Event Staff shall be trained to comply with and educate attendees about green event initiatives being implemented at the event.

Education & Sponsorship

Educational materials will be displayed to inform attendees about the event's green initiatives. We will identify our event sponsors and highlight their environmental policies and initiatives at the event where applicable.

Materials & Supplies

Promotional items distributed during the event will be made from recycled materials, or will be recyclable, reusable or consumable. Printed materials for the event will, at a minimum, be printed on 50% post-consumer recycled content paper. The Event Organizer will provide vendors with a resource list identifying sources for eco-friendly event supplies. No plastic shopping bags or Styrofoam containers will be used.

Waste Collection, Recycling & Composting

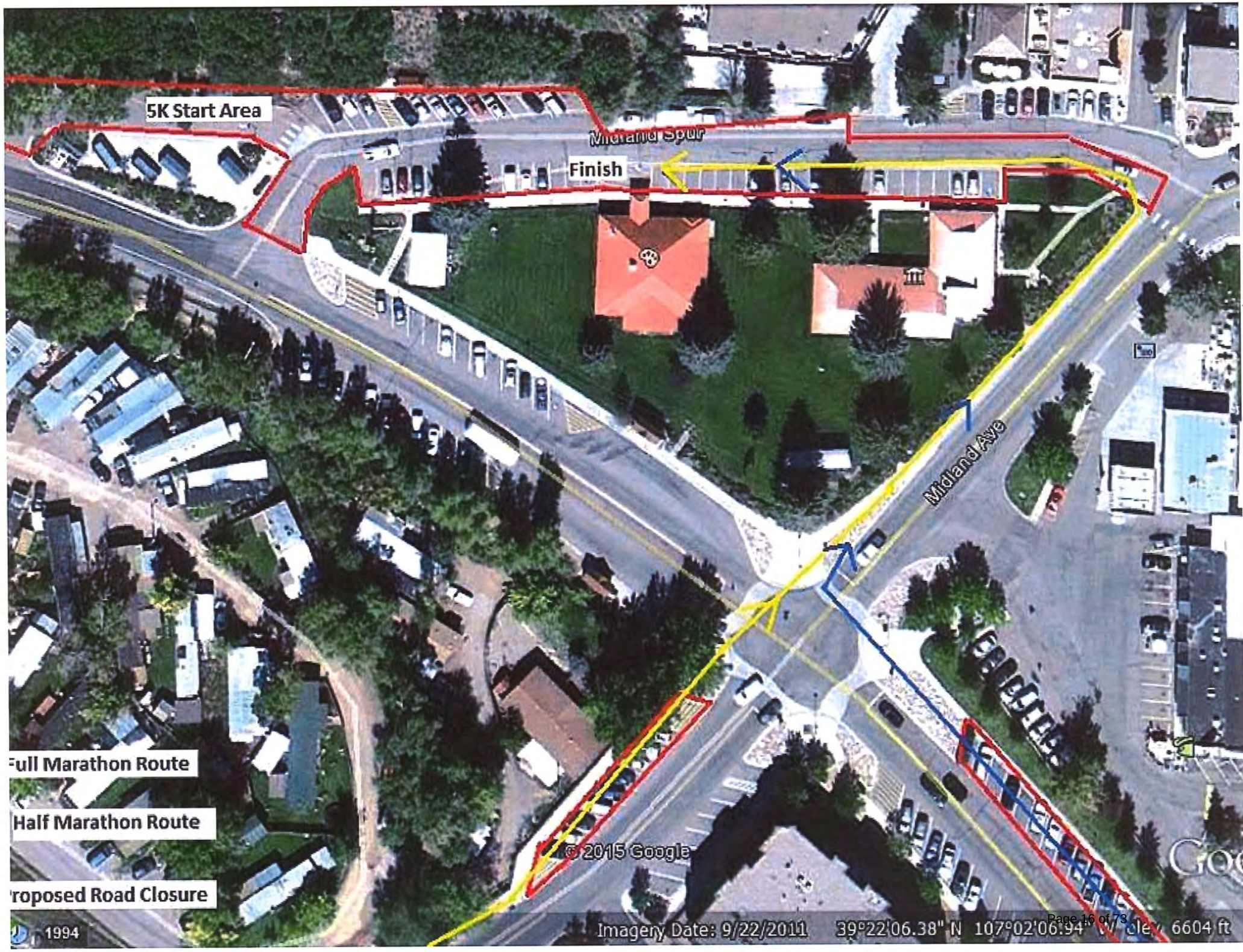
Consolidated waste collection stations shall be provided at the event, including separate receptacles for trash, recyclables and compostables. Waste collection stations will be monitored by event staff or volunteers. Any single-use food-service products shall be compostable or recyclable.

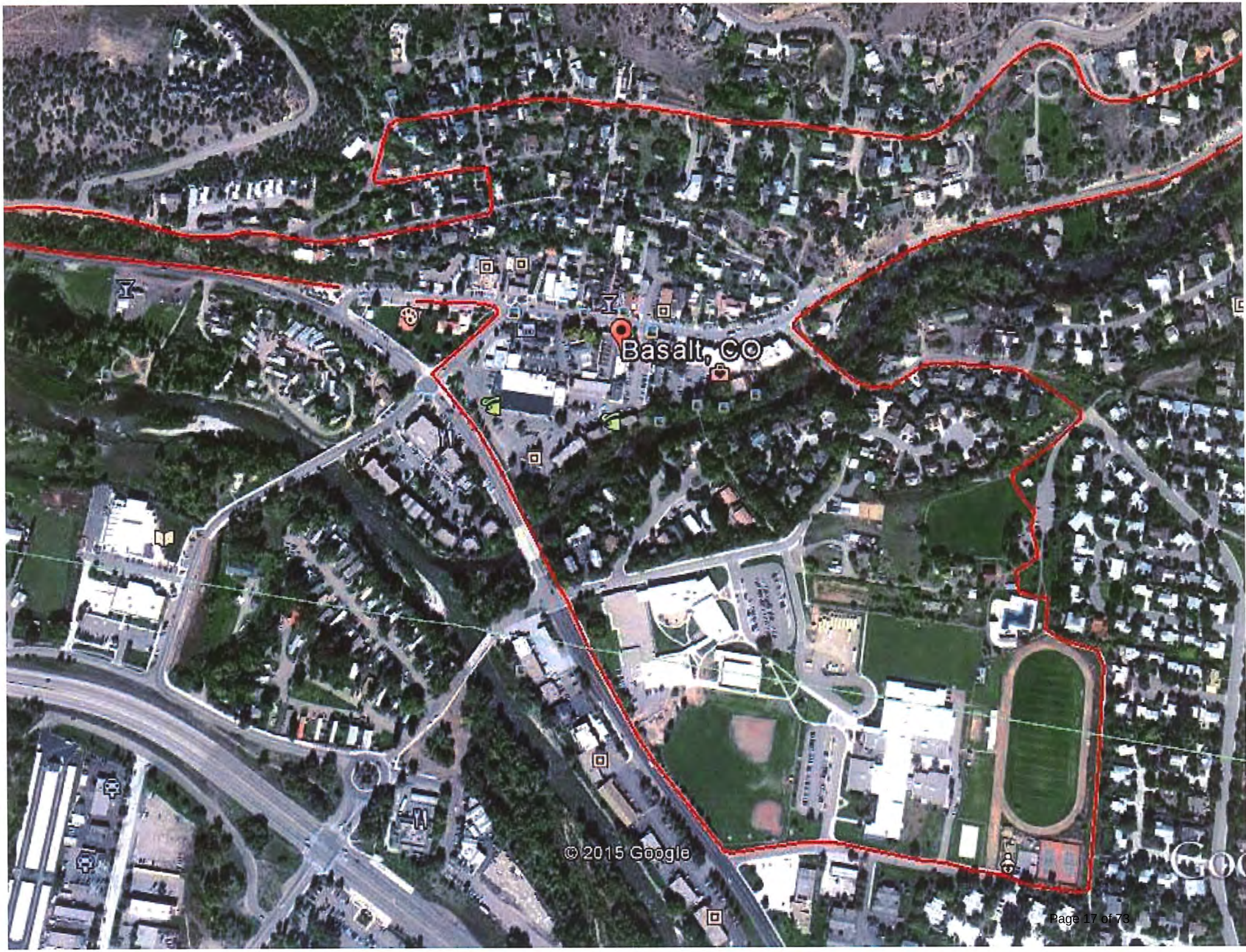
Transportation

Attendees shall be provided with information about local bus schedules and encouraged to use public transit, carpooling, biking or walking to the event in all promotional materials. Shuttles are provided from downtown Aspen and the Intercept Lot to encourage the use of public transport. RFTA is a sponsor of the event and offers free transport to athletes after the event to encourage the use of public transport. A "no idling" policy shall be enforced for all staff, volunteers and attendees.

Wrap-Up & Evaluation

A post-event evaluation and de-briefing report will be provided to the Town where required. The report shall include any pertinent observations, notes and data that may help reduce the environmental impacts


5K Start Area
Midland Spur
Finish
Midland Ave
Full Marathon Route
Half Marathon Route
Proposed Road Closure
© 2015 Google
1994
Imagery Date: 9/22/2011 39°22'06.38" N 107°02'06.94" W Elev 6604 ft


Basalt, CO
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ASPEN VALLEY MARATHON
Marathon • Half • 5k
Boston Marathon Qualifier
aspenvalleymarathon.com

SECTION 7 - TRANSPORTATION AND TRAFFIC PLAN 2016

Safety of arrival and departure of participants will be a key concern for the organizers therefore no parking will be allowed at start areas. All volunteers will car pool when working on same stations and will be able to park at the start area or relevant points of access. All staff and volunteers will be at the start area(s) at 5am on the day of the event. An event co-ordinator will be present at start area(s) and at the finish area. All participants must park at intercept lot or down valley at Basalt Park and Ride. We will encourage athletes to use public transport as far as possible and the majority of our participants did so in 2016.

Participants will be encouraged to use Public Transport to get to the start area in Aspen for the Marathon (adjacent to Ruby Park). We will also provide a shuttle bus to the start leaving the Intercept Lot at 5:00am and 5:30 am.

We will use the tried and tested transportation plan for the Half Marathon. All participants will be transported the short distance from the Intercept Lot to the start area at W/J Ranch Service Road between 5:30 am and 6:30 am by our Bus Contractor. Participants will be encouraged to use RFTA public transport to get back to their cars at the intercept lot or elsewhere after the race and RFTA have been an official sponsor of our event in previous years and have provided upvalley transport after the events from Basalt Lions Park to the Intercept Lot FREE OF CHARGE to all athletes and volunteers. We are requesting similar in-kind sponsorship for the 2016 events. The bus stop is conveniently located beside the Lions Park in Basalt. Park and volunteers will be available to drive disabled athletes where required. Disabled participants have been asked to notify us in advance of their requirements so that we can make the appropriate arrangements for parking and transport in advance.

Transportation Contact: Katherine Fitzgerald, PO Box 423 Aspen CO 81612
Cell phone 970 319 9435

ASPEN VALLEY MARATHON
Marathon • Half • 5k
Boston Marathon Qualifier
aspenvalleymarathon.com

SECTION 8 PARKING PLAN 2016

Total number of parking spaces required at Intercept Lot: 100 estimated Total number of parking spaces required at Wilton Jaffe Senior Park: 10 for Volunteers, Marshalls or disabled athletes only. There will be no parking at the start area on Lower Bullwinkle Road, Stevens Street (W/J Ranch) and Marshalls will be in place at the junction with McClain Flats Road to prevent access as agreed with the local HOA. This information is included in our Information for Participants Pack which is emailed to all registered athletes approximately 7 days before the events (see sample draft attached).
Number of parking spaces Required at Basalt Park and ride: 50 Max estimated
Parking Spaces for Vendors in Basalt: 10-15 spaces
Some parking restrictions adjacent to Lions Park for the finish area but there are still 25 available spaces and many others available on Midland Avenue and Two Rivers Road.

Parking attendant – Will be provided at Intercept Lot

We contracted with D & D Towing in previous years to deal with any vehicles that had not been removed on Friday Night (Signs advertising the parking ban were also in place). Basalt Police also assisted by contacting parked vehicle owners and requesting that they remove their vehicles prior to the events.

Parking Contact: Sean Solon, PO Box 423 Aspen CO 81612
Cell phone 970 319 3579

ASPEN VALLEY MARATHON
Marathon • Half • 5k
Boston Marathon Qualifier
aspenvalleymarathon.com

Town of Basalt

Response to Town's Green Events Checklist

Event Organizer & Volunteer Coordinator Responsible for Compliance

Kat Fitzgerald
(970) 319 9435
Race Director

Kylee Schurer
(717) 816 3592
Race Director

aspenvalleymarathon@gmail.com
Mailing Address:_Aspen Valley Marathon, 1460 E. Valley Road, Basalt, CO 81621

Education & Sponsorship

Materials will be displayed at the event to inform attendees of the event's green initiatives

Materials & Supplies

Promotional items distributed during the event shall be made from recycled materials, or shall be recyclable, reusable or consumable.

Printed materials for the event shall, at a minimum, be printed on 50% post-consumer recycled content paper.

The Event Organizer shall provide vendors with a resource list identifying sources for eco-friendly event supplies.

Use of plastic shopping bags and Styrofoam containers shall be prohibited. If necessary, paper bags and
containers containing post-consumer recycled content may be used.

Waste Collection & Composting

Consolidated waste collection stations shall be provided at the event, including separate receptacles for trash, recyclables and compostables.
Waste collection station will be monitoring by event staff or volunteers

Food & Beverage

No bottled water shall be served at the event. Large Coolers will be filled with iced Basalt Town Water and athletes and attendees will be provided with recycled, recyclable or reuseable cups.
The Event Organizer shall encourage the use of reusable linens, cutlery and dishes.
Any single-use food-service products shall be compostable or recyclable.

Transportation

Attendees shall be provided with information about local bus schedules and encouraged to use public transit, carpooling, biking or walking to the event in promotional materials. We provide a participant email outlining this information (see also transportation plan included with permit application.
A "no idling" policy shall be enforced for all staff, volunteers and attendees.

Wrap-Up & Evaluation

A post-event evaluation and de-briefing report shall be provided to the Town within 14 days of the event where required. The report shall include any pertinent

observations, notes and data that may help reduce the environmental impacts of similar events to be held in the future.

c) Referral Comments

Town of Basalt Police Department

100 Elk Run Drive, Suite 115
Basalt, CO 81621
(970) 927-4316

April 19, 2016

To: James Lindt
Assistant Planning Director

From: Gregory M. Knott
Chief of Police

Ref: Aspen Valley Marathon Special Event Application

James,

I have reviewed the Special Event Application for the Aspen Valley Marathon that is scheduled to be held on July 16, 2016. Below are my comments regarding the application:

I recommend the use of similar conditions to the ones that were outlined in the 2015 Conditions of Approval for the event. Traffic management volunteer numbers and locations were outlined in those conditions and I would like to see the same number and locations of volunteers again this year.

In the application, event organizers state they "would like to have a police vehicle to assist at the critical road crossings (Midland Ave 4-way, Two Rivers Road and Homestead Drive and Crossing of Frying Pan Road on 5K route". Due to our current staffing levels the police department is unable to accommodate this request. We will have one officer working in Town during the morning hours of the event. We have a second officer that will start work at 12:00 p.m. These officers will be able to assist event organizers if emergency situations arise. The on-duty officers must be able to respond to all emergency situations and calls for service throughout the Town of Basalt. They will be unable to adequately respond to all calls for service within the Town if required to staff intersections during the event.

If event organizers believe that volunteer traffic management personnel are unable to adequately and safely staff the intersections stated above, I recommend they contract services with a private traffic control company during the event.

I have reviewed the "Alcohol Mitigation Plan" provided with the special event application. In the plan it states that "organizers will utilize the natural boundaries provided by the Wyly Arts Center, the Stage area and by siting vendor's tents along the Western Boundary of the Park. Other areas will be lightly fenced using stakes and 2 strips of high visibility surveyors tape". I request a condition be added stating that any areas between the Arts Center, the stage and between individual vendor tents be fenced and signed in the same manner as other boundary areas of the park. By fencing all open areas of the park, the licensed premises will be well defined and attendees will be directed to staffed entrance/exit points.

The applicant states, in their "Alcohol Mitigation Plan", "It is proposed to confine our event to the Basalt Lions Park outlined in Black on the attached plan". As of today, no plan or drawings have been provided to the police department. I request the "plan" be provided by July 1, 2016 for review.

Please let me know if you have questions or need additional information.

TOWN OF BASALT **Consent Item**	**Date:** April 26, 2016 **From:** James Lindt AICP, Assistant Planning Director

SUBJECT: Consideration of a motion to approve a Special Event Activity Permit to allow for the Ragnar Relay to use streets and trails within Basalt on August 13, 2016.

RECOMMENDATION: Staff recommends that Council approve the Ragnar Relay Special Event Activity Permit subject to the attached conditions.

DETAILS: The purpose of this agenda item is to consider approving by motion the Ragnar Relay request to conduct a long-distance relay run through town on Saturday, August 13th, 2016. The Applicant, Tally Blair of Ragnar Events LLC., proposes a relay run as part of a series of nationally recognized relay runs called the Ragnar Relays to go through Basalt. **The Applicant is proposing the same route that was used last year and the race will not require a surface crossing of Highway 82 as can be seen on the attached course maps.**

The Applicant is proposing to have exchange points where the relay teams change runners on the Willits Lane Trail (using the Crossfit Building parking lot for van parking), at Basalt Elementary/Middle School, and at Basalt High School. Town Staff did not have any issues with the event last year.

RECOMMENDATIONS FROM OTHER BOARDS: The P&Z does not review special event applications. Eagle and Pitkin Counties are reviewing the event and may have additional conditions for the portions of the event in their jurisdictions.

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) Application and Course Maps; C) Referral Comments

A) Draft Conds

2016 Ragnar Relay Draft Conditions of Approval

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 and Rural Fire Protection District and the Basalt Police Department. The roads within the Town shall not be closed.

3) The Applicant shall obtain consent from the RE-1 School District to use the Basalt Elementary/Middle School Campus and Basalt High School as major exchange areas.

4) The Applicant shall be responsible for trash collection and removal. The Applicant shall provide recycle bins for the collection of commingled materials (i.e. glass, plastic and metal) at the major exchange area. The recycle bins shall be located with the trash containers.

5) The Applicant shall submit proof of insurance listing the Town as an additional insured in the amount of $1 Million.

6) The Applicant shall submit a final site plan of the exchange areas for approval by the Town Police Department and Public Works Department by July 6th.

7) The Applicant shall not serve liquor.

8) The Applicant shall not prepare and serve prepared food at the exchange areas without the necessary approvals of the Eagle County Health Department for the Basalt Elementary School exchange area and the Pitkin County Health Department for the Basalt High School exchange area.

9) The Applicant shall provide traffic management volunteers at each of the following intersections for the duration of the running event:

   a. Two Rivers Road and Cottonwood Drive; and,
   b. Willits Lane Trail exchange point near intersection with Park Avenue.

10) Printed materials for the event shall, at a minimum, be printed on 50% post-consumer recycled content paper.

11) The Applicant shall not dispense bottled water at the exchange areas. 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.

12) Compliance with the conditions contained herein constitutes compliance with the Town's Green Events Checklist.

13) Insubstantial changes to this approval may be authorized by the Town Manager.

B) App. and Course Maps

To be filled out by the Town
Filed: ____/_____/____

Town of Basalt

Special Event Application

Contact Information

Name of Event Organizer (Primary):_____Tally Blair (Ragnar Events, LLC)_____
Phone number:____940.391.4583_____
Fax number:_____801.499.5023_____
E mail (if available):___Tally@RagnarRelay.com_____
Mailing Address: 12 South 400 West, Suite 200, Salt Lake City, UT 84101_____

Name of Event Organizer (Secondary):_____
Phone number:_____
Fax number:_____
E mail (if available):_____
Mailing Address:_____

Event Information:

Name of event:___Ragnar Relay Colorado 2016_____

Date(s) of event:___August 12-13, 2016_____

Location of event:___Copper Mountain – Snowmass Village_____

Times of the event:_in Basalt from around 6 am – 5 pm on Saturday, August 13th, 2016

Description of event:_200 mile running relay race. Event starts at Copper Mountain Resort, runs around Lake Dillon, back to Copper Mountain, over the Vail Pass, through Glenwood Canyon, to Snowmass Village. **Event Description attached.**

Expected number of patrons:_200 teams over 8 hour period__(about 2300 total; only 200 runners at a time, others are in the vans)_____

Anticipated number of vendors:_0 in Basalt_____

Is on-site preparation of food proposed? ___X___ Yes _____ No (the Basalt Lions Club has done a pancake breakfast at our exchange 30, the Basalt Middle School in past years, we are reaching out to them about this again)
Is alcohol distribution or consumption proposed? _____ Yes _X__ No

If alcohol distribution is proposed, have you applied for a Town of Basalt Liquor License? ____ Yes ____ No

Is there a charge to participate in the event?__X_ Yes _____No

If so, how much? _$1440 per team (12 people on a team)_____

Is the event being organized by the non-profit entity? _____ Yes _____ No

How will the event benefit the community?_We do fundraisers at the exchange points along the course for the schools, or churches that allow us to use their lots. We do one for SOS Outreach as well. We also give donations to groups that come out and support our race, i.e. boyscouts, volunteer groups, cheerleaders etc.. Whoever comes out to help staff our exchanges. Our charity partner for the entire race is St. Jude Children's Research Hospital

Is closure of streets or parking requested? _____ Yes _X_ No

If closure is requested, please describe location of requested closure:_____
_____No closures requested_____
_____
_____

Are tents proposed? _X__ Yes _____ No (3 10'x10' pop up tents for aid, no sleeping tents)

Is the installation of stakes in a Town Park proposed? _____ Yes __X_ No (if so, a $200 refundable deposit shall be required)

Are Town security resources requested? _____ Yes __X__ No

Application Submittal Items:

____ Event Site Map (Include the location of the following: toilet facilities, hand washing facilities, vendor locations, band or DJ, trash facilities, temporary fencing, event signage, tents with dimensions)

____ Written Consent from Property Owner (if event is proposed on private property)

____ Proof of Liability Insurance

____ Emergency Access Plan

____ Schedule for delivery and pick-up of portable toilet and hand wash facilities

____ Plan for Distribution of Drinking Water to Patrons

____ Written Responses as to the Event's Compliance with the Town's Green Events Checklist

____ Copy of Completed Liquor License Application (if alcohol is proposed to be sold or distributed)

____ Completed Town Park Use Form (if use of a Town Park is requested)

____ Parking and Transportation Plan (Include number and location of traffic control volunteers)

RAGNAR RELAY COLORADO 2016

1.1 Event Description:

The Ragnar Relay Colorado is a 200(ish)-mile running relay, consisting of 36 relay legs, stretching from Copper Mountain, CO to Aspen/Snowmass, CO on August 12-13, 2016. Teams consist of 12 runners. During the relay each team member runs three legs. Relay legs typically range between 3 - 8 miles and vary in difficulty.

Each team is responsible for providing two support vehicles with six runners in each vehicle. The first vehicle will drop off the first runner at the start and proceed to the first exchange point. At the first exchange, the vehicle will drop off the second runner and pick up the first runner when that runner's leg is complete. Teams will repeat this pattern for six legs until they hand off to their second vehicle. This leapfrogging pattern will continue to the finish line.

The event is sponsored and managed by Ragnar Events LLC. Ragnar Events presented its first event, the Ragnar Relay Wasatch Back, in Utah in 2004. To date, Ragnar Events has presented 100 events in 19 states (the courses for some events running through more than one state). The Ragnar Relay Series, now consisting of 17 events, is the largest series of overnight relays in the world. For more information, see www.ragnarrelay.com.

These overnight relays benefit both participants and the communities where they are presented. Participants have been unfailingly enthusiastic about their experiences. There are always a wide variety of human interest stories associated with these events. These range from the experienced runner finding special meaning through participation in a running event as a member of a team; to the first-time runner who participates at the urging of a friend and discovers previously unknown abilities and a love for running; to families, businesses, old friends and other groups who enhance their relationships as they individually and collectively test their limits; to teams who simply run for a cause, whether in honor of a deceased friend or relative; or to raise money for local charities or another charity of special importance to the team.

In 2016 Ragnar Relay Colorado will be working with several charities. We are excited about the partnerships we develop with local charities along the course. We look forward to building more relationships in 2016 and contributing to the communities we run through.

Communities also directly benefit economically from money spent by participants for food, lodging and other services.

1.2 Ragnar Events Contact Information

Ragnar Events website: www.ragnarrelay.com

The organization is located at the address below.

Ragnar Events
12 South 400 West, Suite 200
Salt Lake City, UT 84101

Race Director:
Tally Blair
Tally@ragnarrelay.com

1.3 Proposed beginning and ending times and dates of Ragnar Relay Colorado:

August 12, 5:00 am – August 13, 8:00 pm (For the entire length of the course.)

1.4 Exchange points

Teams congregate at exchange points to wait for and send off runners. Exchanges are at locations where there is adequate parking to minimize impact on traffic. These locations include churches, schools, parks, and small businesses. Ragnar Events is in the process of obtaining permission from the various locations for the use of exchanges.

There will be a total of thirty minor exchange points and five major exchange points. Each minor exchange point will have five portable toilets and an exchange chute. The chute consists of four delineator cones, caution tape and is approximately 4 feet wide and 8 feet long. The caution tape used will be tied between two delineator cones approximately 8 feet apart from each other. See picture below.

1.5 Proposed Runner Route Details

The Colorado Ragnar Relay will start in Copper Mountain, CO on August 12, 2016 Start times will be staggered, beginning at 5:00 am and will continue every hour on the hour until 2:00 pm. The objective is to spread the participants out to minimize impact on local traffic by avoiding large groups of runners clustering together.

Runners are required to obey all traffic laws, and we instruct them to use sidewalks when available. It is mandatory for participants to wear reflective vests with a tail light and headlamp during "nighttime hours" (7:00 PM-6:00 AM).

1.6 Safety, Emergencies, First Aid, and Night Time Running

Runner safety is of foremost concern. All teams are provided a Race Bible that includes a detailed course description and event rules. All runners sign waivers where they acknowledge that the course includes areas where there may be traffic congestion and that they must obey race rules which require observance of all applicable traffic rules and regulations.

Runners communicate with Ragnar Race Command (661-RAGNAR1) with any concerns through the course of the event. Ragnar staff members operate Race Command. Participants call Race Command if they have a lost runner, see a directional sign missing, or have general question about the course. In case of emergency, all runners and staff will first call 911. They then contact our Race Command number (661-RAGNAR1) to alert staff of the emergency.

We will have 8-12 Ragnar staff and trained volunteers on the course at all times monitoring the race. Each person is trained on Ragnar safety and emergency procedures. They are also trained on the access points of the trail system and have maps of the entire course.

Each team must have at least two reflective vests and two flashlights. These are presented when the team checks in. Runners starting their legs after 7:00 pm and before 6:00 am must be wearing a reflective vest, tail light, and headlamp. Additionally, all team members must wear a reflective vest during these hours.

Running at Night

The following nighttime rules have been developed to help insure the safety of all participants.

- Team vehicles may leapfrog runners during night hours.
- It is not permitted for vehicles to follow behind the runner at the runner's pace.
- Leapfrogging refers to vans parking a couple hundred yards ahead of their runner. Once the runner passes, the van waits until the runner is a couple hundred yards ahead them drives on ahead of the runner and stops again.
- All vans that are leapfrogging runners must obey traffic laws. When parked, vans must turn off headlights as to not blind oncoming traffic.
- Vans must use parking lights and hazard lights on so that the vehicle is visible to regular traffic.

- Vans must not stop or slow down in places that will impede traffic or runners and must not turn hazard lights on while the vehicle is moving.
- Teams are encouraged to have pacers accompany runners during night hours. Pacers must wear the required night gear of headlamp, reflective vest, and LED light. Pacers do not have to be a member of the team.
- Every participant is required to attend a safety briefing to review all safety procedures. Safety precautions are also reviewed in team captains meeting prior to the race and printed in the RagMag.

First Aid

Each major exchange location will have a first with certified medical staff. Stations will be equipped to handle extreme dehydration and heat stroke and minor sport injuries, such as blisters, sprains, strains, and stings. We require medical staff to be licensed to administer intravenous fluids (typically EMT intermediate and above, or RN, PA, M.D.). We hire staff through medical staffing agencies or local hospitals and emergency service personnel.

In the event of a major medical emergency (i.e. any life threatening condition or injury that requires immediate medical attention) we instruct runners/volunteers to first call 911. The line of communication then follows: 911 →Race Command →Race Director→Course Manager.

Additionally, we list local emergency rooms nearest the course in the RagMag.

1.7 Communication with Runners

Ragnar benefits from a close and constant communication stream with registered teams. Before race day all teams are known and Ragnar has current contact information.

Pre-Race Information Campaign

- Participant emails
- Team Captain meetings
- Twitter/Facebook (Fans: 160,000)

Race Day

- Clear and deliberate instructions in race materials
- Day of Race instructions
- Race command text reminders during race
- Twitter/Facebook (Fans: 160,000)
- RagMag content
- Signage and directional personnel

1.8 Volunteers

It is mandatory for participation in the event that each team provides (3) volunteers. These volunteers are sent a race packet prior to the race with instructions about their shift, gear, training, rules, etc. All volunteer locations and shifts are pre-determined to the event. Volunteers working in or near an exchange point are in charge of trash and clean up.

1.9 Officer Services

Police officers are stationed throughout the course in specific locations according to the safety demand and traffic flow throughout their jurisdiction. Officers are not to stop or slow traffic at any time.

1.10 Traffic Impact

We anticipate 235 teams to register for this year's event. That means no more than 235 runners will be on the race course at any given time. Teams will be provided with staggered start times, one hour apart from 6:00 am to 2:00 pm. Because start times are spread over a nine-hour period and only 250 runners are on the course at any given time, there will never be a large group of runners at any one location. Typically the complete group of 235 individual runners will be spread out over 30-40 miles.

1.11 Road/Lane Closures:

No street closures will be necessary for runners. All runners are instructed to stay on the sidewalks/trails and follow all traffic signals and directions at all times.

1.12 Insurance

We are sanctioned under USA Track and Field. We will forward you the certificate of insurance as soon as it is issued to us.

1.13 Waste Receptacles

We will hire a company to place dumpsters and recycling at each of our major exchange locations if needed. Each van will be given 3 trash bags and 1 recycling bag. Volunteers will be given the task of emptying the trash cans and keeping exchanges clean. A course manager will be in charge of picking up the trash from minor exchanges and delivering it to the dumpsters at the major exchanges.

1.14 Contingency/Inclement Weather Plan

Bad Weather

The race will occur rain or shine. However, under certain severe weather conditions where significant damage or altercations to the race course occur, we will cancel the event. Conditions that may result in a race being canceled or delayed include but are not limited to the following: severe electrical storm, snowfall, tornadoes, earthquakes, hurricanes, flooding, fog, etc.

Lightning

If there is lightning at the start of the race, we will delay starts until the lightning clears. If runners see lightning on the course after the race has started, runners are to stop running and wait in the support vehicle. If lightning clears within 1 hour, runners will go back on the road where they left and make a note of the time. If lightning persists longer than an hour, runners will move ahead to the next exchange and be informed of Ragnar decision on whether or not the race will continue.

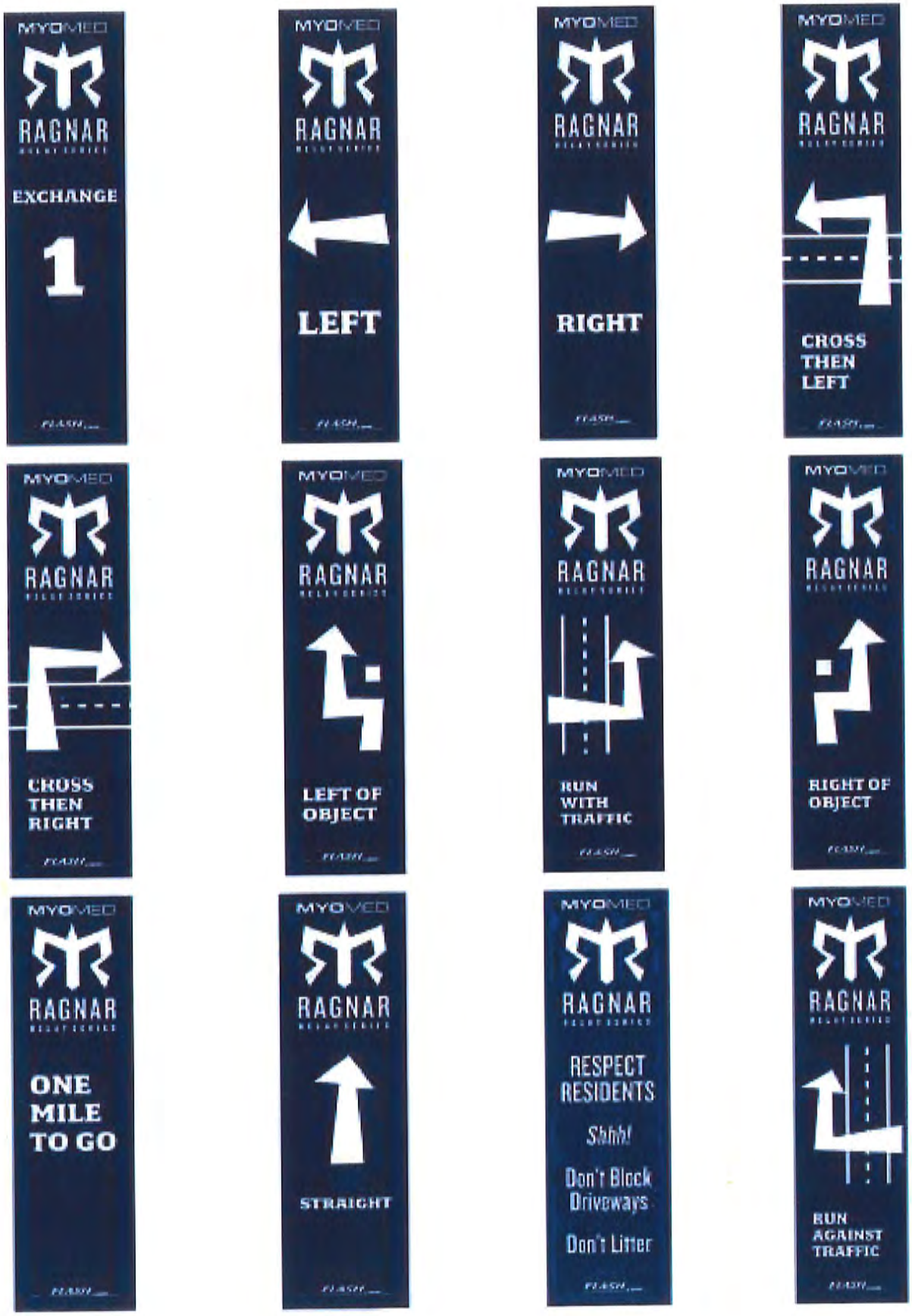
Flooding

If a runner encounters flooded areas that cannot be ran through, runners are to get into the support vehicle. Vehicles will drive the runner ahead where the road is no longer flooded and runners will continue running his or her leg.

1.15 Signage Plan

Along the course there will be course signs that communicate to the runners which direction to go, on what side of the road to run, and which exchange they are at, etc. An example of such a sign can be seen in the picture below:

The signs are 42" High, 18" Wide, .25" Thick and are made of corrugated plastic. Each sign will be secured to a delineator post barricade. An example of the traffic cones is shown below.


MYOMED
RAGNAR
EXCHANGE
1
LEFT
RIGHT
CROSS THEN LEFT
CROSS THEN RIGHT
LEFT OF OBJECT
RUN WITH TRAFFIC
RIGHT OF OBJECT
ONE MILE TO GO
STRAIGHT
RESPECT RESIDENTS
Shhh!
Don't Block Driveways
Don't Litter
RUN AGAINST TRAFFIC

CERTIFICATE OF INSURANCE

DATE: 11/20/2015

CERTIFICATE NUMBER: 20151118388247

AGENCY:

ESIX 3 LLC
d/b/a Entertainment & Sports Insurance eXperts (ESIX)
d/b/a Entertainment and Sports Insurance Agency (California)
2727 Paces Ferry Road, Building Two, Suite 1500
Atlanta, GA 30339
678-324-3300 (Telephone)
678-324-3303 (Facsimile)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

NAMED INSURED:

USA Track & Field, Inc.
132 East Washington Street, Suite 800
Indianapolis IN 46204

Ragnar Events, LLC

INSURERS AFFORDING COVERAGE:

INSURER A: Philadelphia Indemnity Ins. Co.
INSURER B: Philadelphia Indemnity Ins. Co.

EVENT INFORMATION:

Ragnar Relay Colorado (8/12/2016 - 8/13/2016)

POLICY/COVERAGE INFORMATION:

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:	
A	GENERAL LIABILITY					
	X Occurrence	PHPK1403938	11/1/2015 12:01 AM	11/1/2016 12:01 AM	GENERAL AGGREGATE (Applies Per Event)	$3,000,000
	X Participant Legal Liability				EACH OCCURRENCE	$1,000,000
					DAMAGE TO RENTED PREMISES (Each Occ.)	$1,000,000
					MEDICAL EXPENSE (Any one person)	EXCLUDED
					PERSONAL & ADV INJURY	$1,000,000
					PRODUCTS-COMP/OP AGG	$3,000,000
B	UMBRELLA/EXCESS LIABILITY					
	X Occurrence	PHUB517449	11/1/2015 12:01 AM	11/1/2016 12:01 AM	AGGREGATE (Applies Per Event)	$10,000,000
					EACH OCCURRENCE	$10,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:

Coverage applies to USA Track & Field sanctioned events and registered practices, including any directly related activities, such as event set-up and tear-down, participant check-in and award ceremonies.

The certificate holder is an additional insured as required by written contract or written agreement, but only for liability arising out of the negligence of the Named Insureds per the following endorsement: Additional Insured - Certificate Holders (Form PI-AM-002)

The General Liability policy is primary and non-contributory with respect to the negligence of the Named Insureds (Form CG 00 01).

The General Liability policy contains a blanket Waiver of Subrogation as required by contract per Waiver of Transfer of Rights of Recovery Against Others (Form CG 24 04).

Excess policy follows form of underlying General Liability.

CERTIFICATE HOLDER:

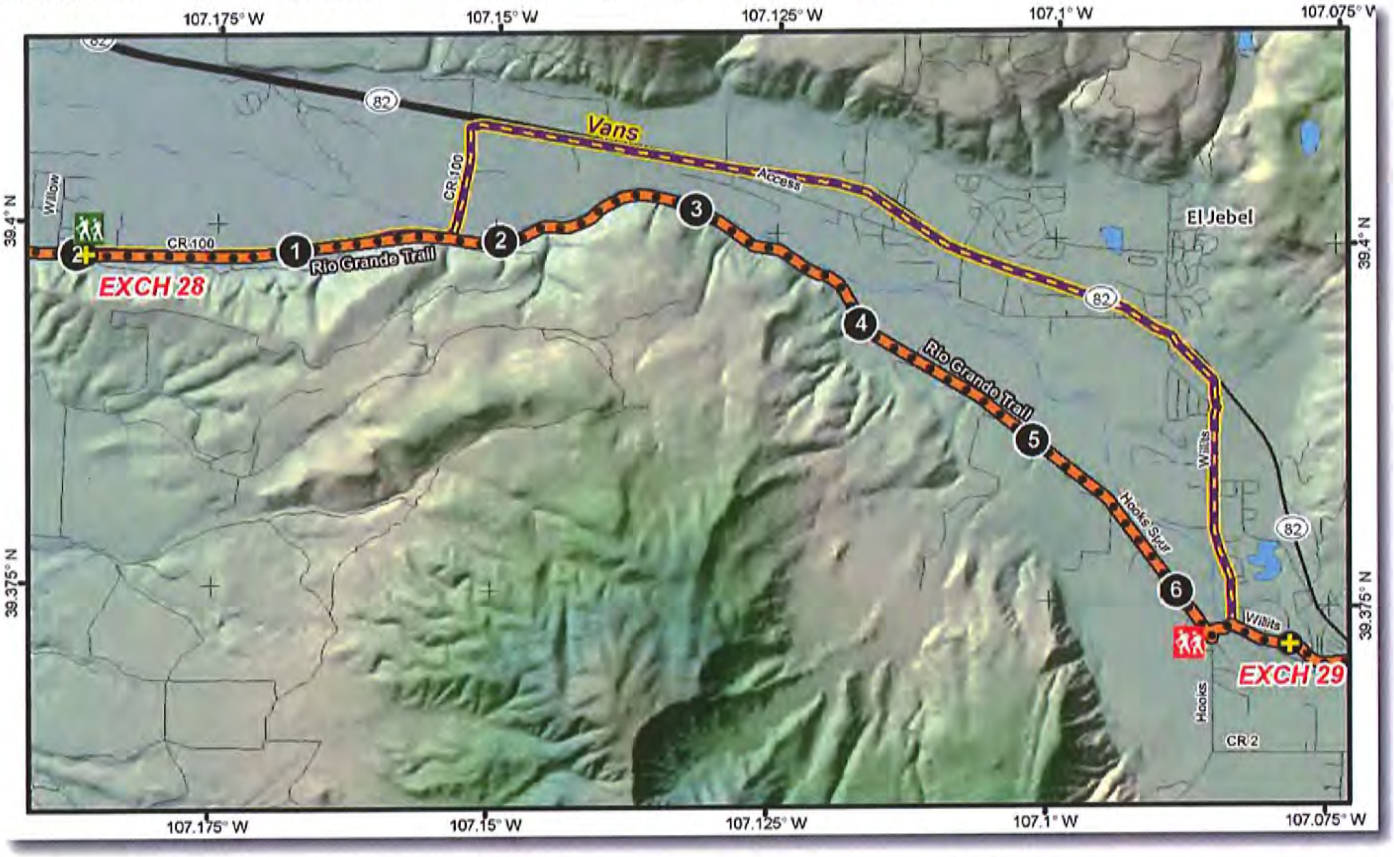
Town of Basalt
101 Midland Ave
Basalt CO 81621

NOTICE OF CANCELLATION:

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

AUTHORIZED REPRESENTATIVE:

Leg 29 -- 6.7 Miles -- Hard -- FULL SUPPORT



Exchange 29
Roaring Fork CrossFit
402 Park Avenue
Basalt, CO 81621
39.372615, -107.078923

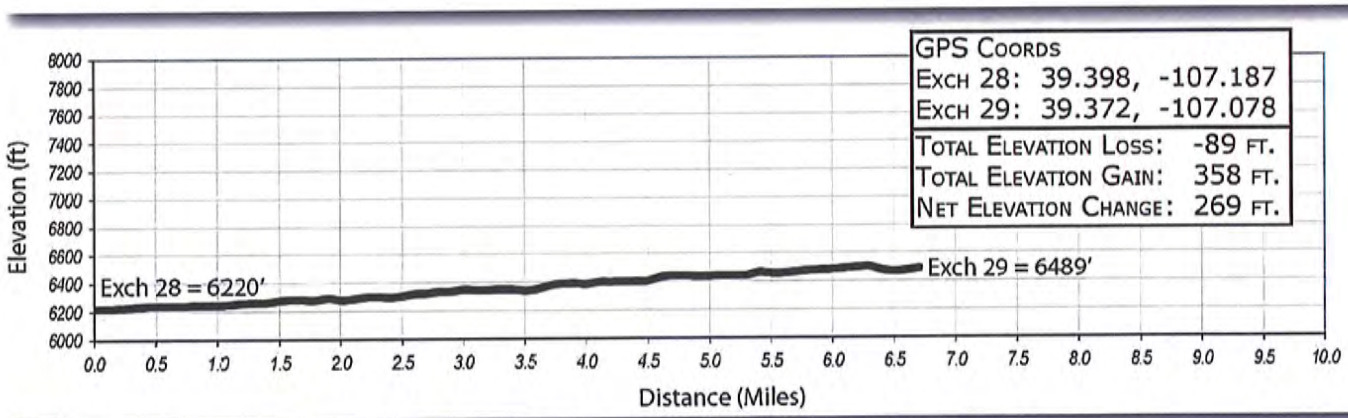
Leg Note:
2.5 miles of this leg runner are on a paved trail vans cannot access. Support your runner on CO-Rd 100 or on Hook Spur Ln. which both parallel Rio Grande Trail.

Leg Legend:

0.0	Leave exchange 28 on paved Rio Grande Trail
6.3	Left on Hook Spur Ln
6.3	Right on to Willits Ln
6.7	Arrive at Exchange 29

Van Directions:

0.0	Leave exchange 28 Left on CO-Rd 100
2.3	Right on to SH-82
6.3	Right on Willits Ln
7.6	Arrive at Exchange 29
*	**Park at Building 20 not on Willits Ln.**



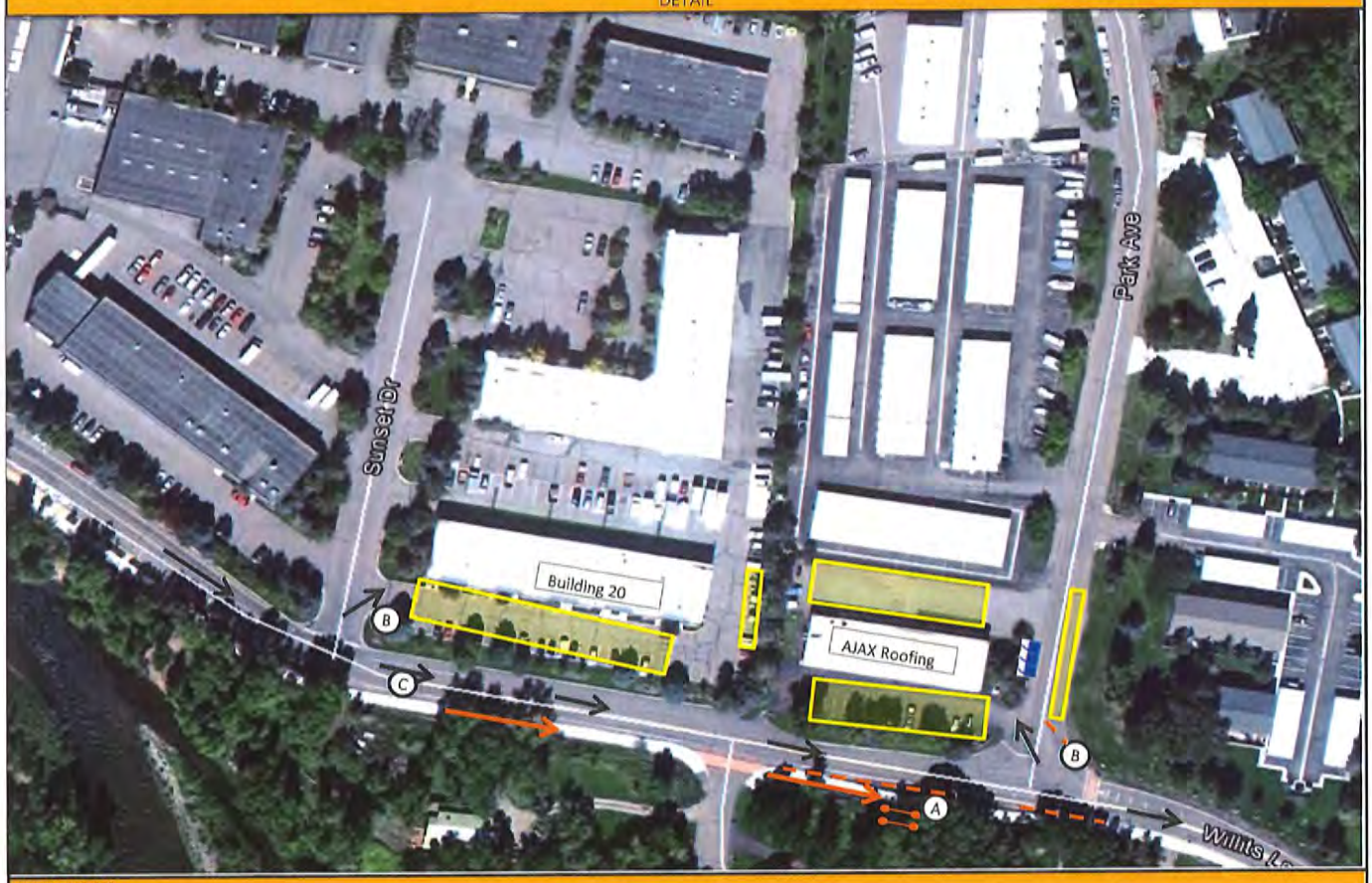
Exchange 29 Venue:	39.372615, -107.078923	Location:	Roaring Fork Cross Fit 402 Park Ave, Basalt, CO 81621	Venue Contact:		Night Time Hours	7:15 PM - 6:45 AM

Max Parking Space	123
Peak Parking Needs	40
Peak Time	9:49 AM

Volunteer Shift Time		
Shift	Start	End
Shift 1	3:00 AM	8:00 AM
Shift 2	7:30 AM	1:15 PM
Shift 3	n/a	n/a

Key: Parking; Cones & Tape; Van's Path; Runner's Path; Toilets; A Volunteer; Chute; No Parking

DETAIL



DETAIL NOTES:

CHUTE PLACEMENT	DETAILED NOTES ON CHUTE PLACEMENT
PARKING INSTRUCTIONS	
TRAFFIC CONCERNS	Direct Vans into Ajax roofing parking and building 20 if needed.
VAN/RUNNER FLOW	
PORT-A-POTTIE PLACEMENT	
PRIVATE PROERTY CONCERNS	RESPECT RESIDENCES. No honking or loud noises in early morning.
OTHER DETAIL NOTES	MUST HAVE VOL. STATIONED AT WILLITS CROSSING PER BASALT PERMIT.

Volunteer Duties

A	Monitoring exchange chute. Baton exchange must be between double orange tape. Recording team on list. Announcing approaching runners race numbers, when slow manage toilets	1
B	Assisting teams crossing the road. Do not stop traffic for every team, make a group then cross.	1
C	Directing runner to the chute. Assist Vol B if needed.	1
	ALL VOLUNTEERS. MAKE SURE EXCHANGE IS SWEPT FOR TRASH AT THE END OF THE DAY. DO NOT PUT OUT GARBAGE BAGS. THEY WILL OVERFLOW. JUST PICK UP TRASH AT END.	

Inventory Item	Quantity	Inventory Item	Quantity
Portable Toilets	4	Binders (1 per exchange)	1
Additional CONES	12		
Exchange BIN	1		
Volunteer Shirts	10		
Water (Bottles)	10		
Volunteer Goodies	10		

Revision Dates: Exchange Open: Exchange Close:

If additional space is nned for more layouts use page 2

Leg 30 -- 3.0 Miles -- Easy -- FULL SUPPORT

Exchange 30
Basalt Middle School
51 School Street
Basalt, CO 81621
39.365319, -107.029986

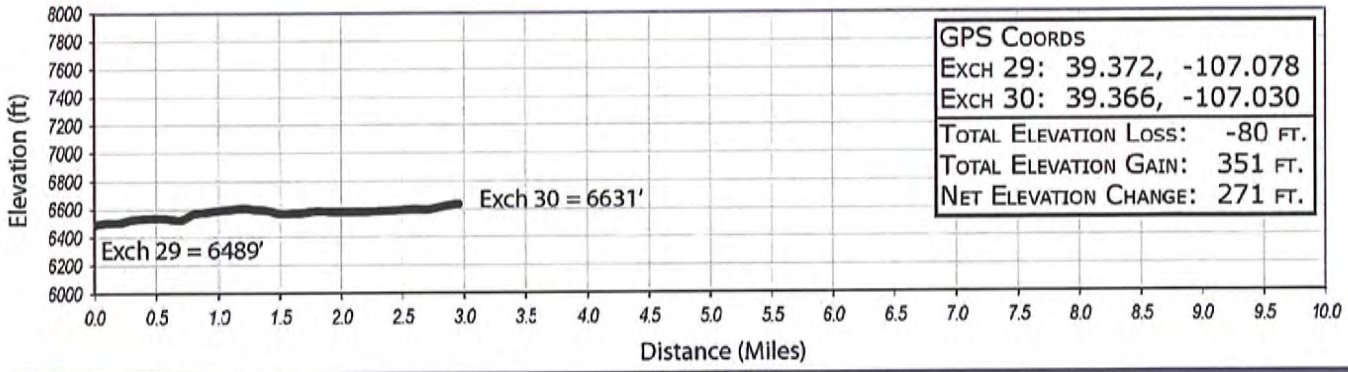
Parking Note:
You can park in the Basalt Middle School parking lot or Elementary School parking Lot. You can get to the Elementary schools parking lot off of Cottonwood Dr.

Leg Legend:

0.0	Leave Exchange 29 Left on Willits Ln
0.4	At SH-82 enter trail system
0.6	Trail will take Runner under SH-82
0.7	Run on Emma Trail on the North side of SH-82
2.6	Left on Basalt Ave
2.8	Continue straight on Cottonwood Dr.
3.0	Arrive at Exchange 30

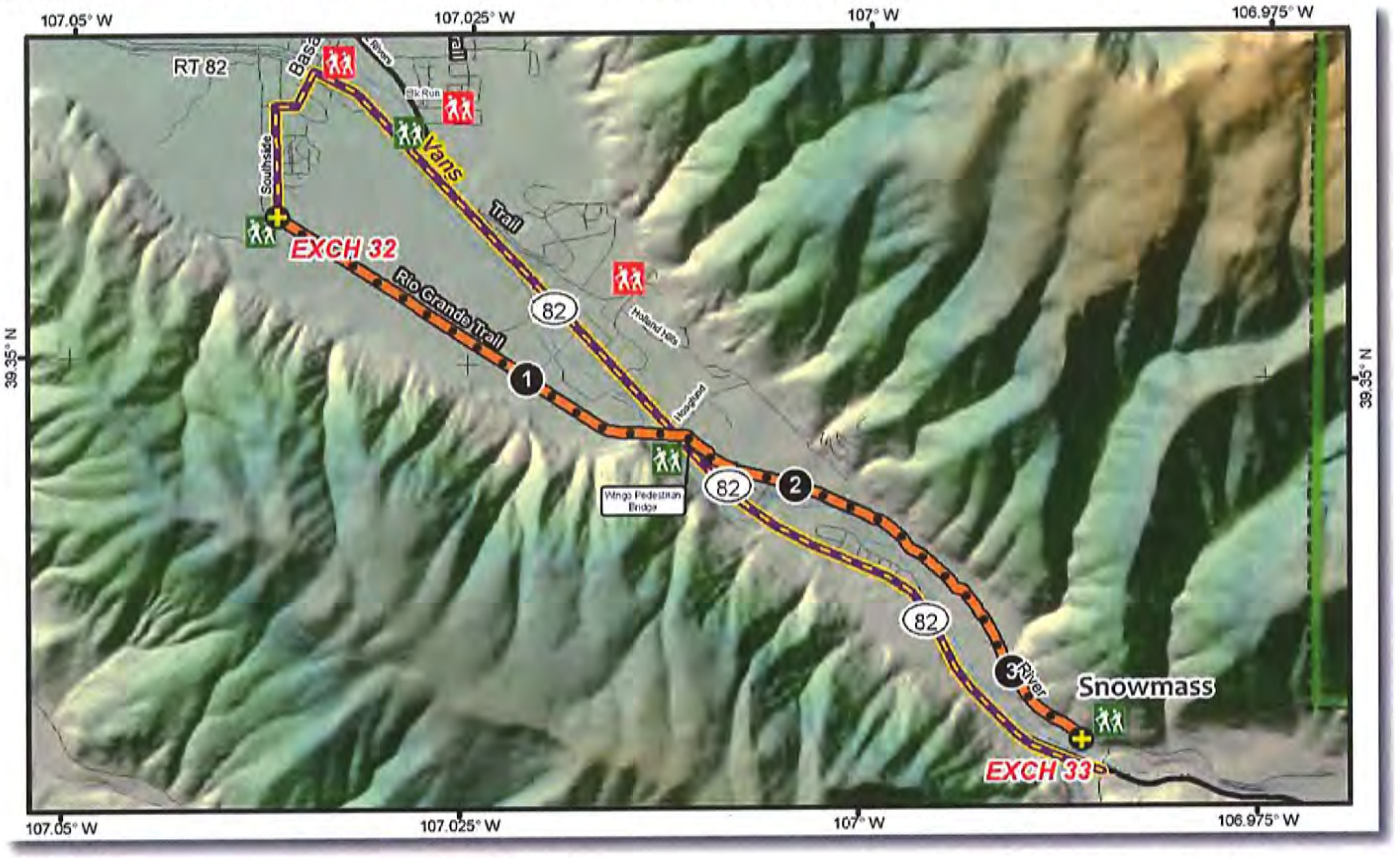
Van Directions:

0.0	Leave Exchange 29 East, left on Willits Ln
0.6	Right on SH-82
3.1	Turn left onto 2 Rivers Rd
3.8	Turn right onto School St
3.9	Arrive at Exchange 30



GPS Coords	
Exch 29:	39.372, -107.078
Exch 30:	39.366, -107.030
Total Elevation Loss:	-80 ft.
Total Elevation Gain:	351 ft.
Net Elevation Change:	271 ft.

Leg 33 -- 3.3 Miles -- Easy -- FULL SUPPORT



Exchange 33
Arciero Trail head on N. River Rd
78 N. River Road
Snowmass, CO
39.330618, -106.985256

Leg Legend:

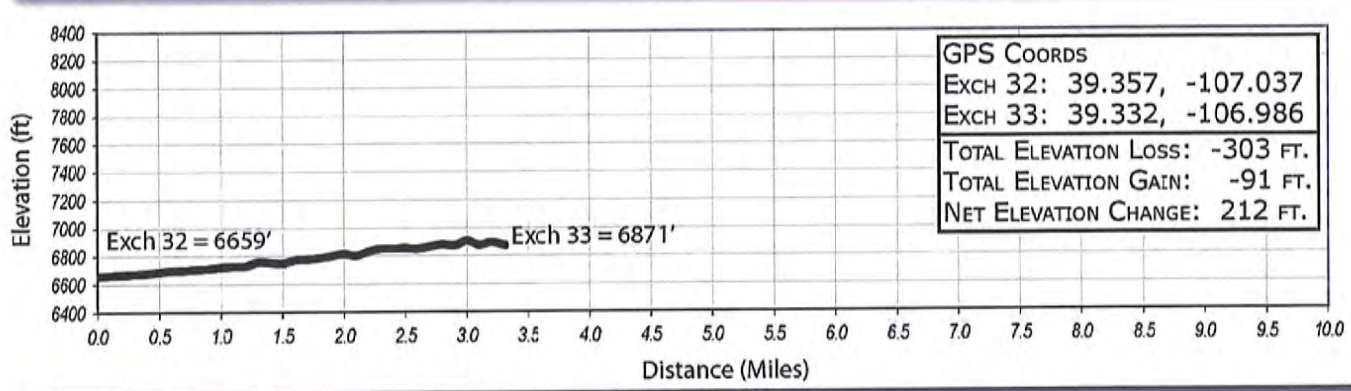
0.0	Leave Exchange 32 on Rio Grande Trail (Same as incoming runners)
1.5	Run over Pedestrian Bridge
1.6	Turn Right onto Rio Grande Trail
3.3	Arrive at exchange 33

Van Directions:

0.0	Leave Exchange 32 on Southside Dr.
0.4	Turn Right on Fiou Ln
0.4	Turn Left onto Basalt Ave.
0.6	Turn Right onto SH-82 E
4.2	Turn Right on Snowmass Creek Rd (CO Rd-11)
4.2	Arrive at Exchange 33 Parking at the Park and Ride across from Conoco

Park at Park and Ride and ONLY SEND Runner who is running Leg 34 to Exchange 33 location

Leg Note:
Teams will not be allowed at Exchange 33's Chute. Only runner running Leg 34 can cross SH-82 from park and ride parking to get to chute. Teams must wait in parking lot for the runner who just finished leg 33. Police officer here to assist with this.

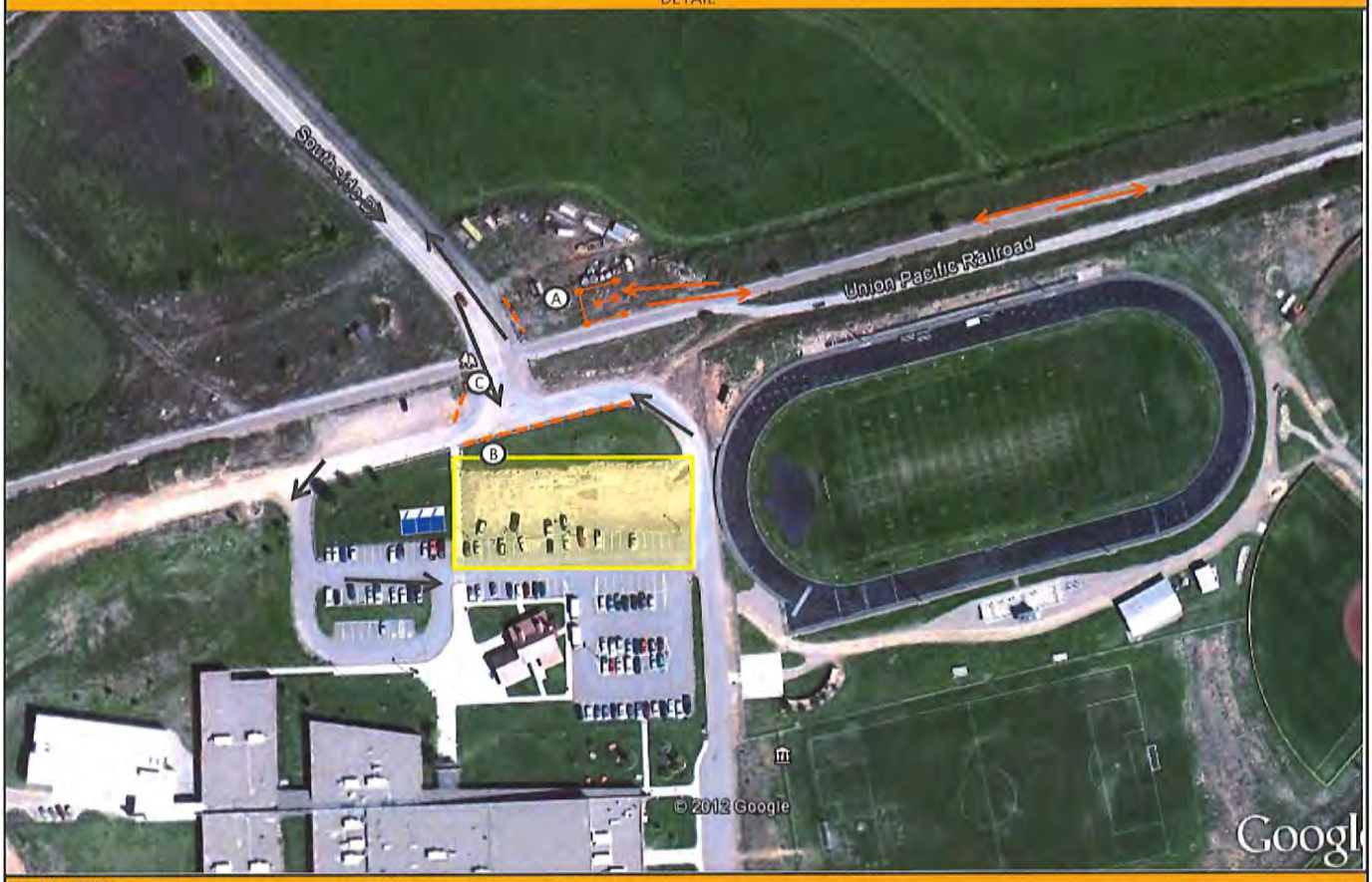


Exchange 32 Venue:	39.356623, -107.037709	Location:	Basalt High School 600 Southside Dr. Basalt, UT 81621	Venue Contact:		Night Time Hours	7:15 PM - 6:45 AM

		Volunteer Shift Time		
Max Parking Space	154	Shift	Start	End
Peak Parking Needs	21	Shift 1	4:00 AM	9:15 AM
Peak Time	11:19 AM	Shift 2	8:45 AM	2:45 PM
		Shift 3	n/a	n/a

Key: Parking; Cones & Tape; Van's Path; Runner's Path; Toilets; A Volunteer; Chute; No Parking

DETAIL



DETAIL NOTES:	
CHUTE PLACEMENT	
PARKING INSTRUCTIONS	
TRAFFIC CONCERNS	
VAN/RUNNER FLOW	Try and get vans to drive in to school parking lot on one entrance and out the other.
PORT-A-POTTIE PLACEMENT	
PRIVATE PROERTY CONCERNS	
OTHER DETAIL NOTES	

Volunteer Duties

A	Monitoring exchange chute. Baton exchange must be between double orange tape. Recording team on list. Announcing approaching runners race numbers, when slow manage toilets.	1
B	Directing teams to the exchange without them walking all over the road. Assist in directing van traffic as well. Try and get them to do a circle in and out of the parking lot, as shown on the layout.	1
C	Directing teams to the exchange without them walking all over the road. Try and get them to do a circle in and out of the parking lot, as shown on the layout.	1
	ALL VOLUNTEERS. MAKE SURE EXCHANGE IS SWEPT FOR TRASH AT THE END OF THE DAY. DO NOT PUT OUT GARBAGE BAGS. THEY WILL OVERFLOW. JUST PICK UP TRASH AT END.	

Inventory Item	Quantity	Inventory Item	Quantity
Portable Toilets	4	Binders (1 per exchange)	1
Additional CONES	13		
Exchange BIN (1 per exchange)	1		
Volunteer Hats	10		
Water Bottles (Volunteers)	10		
Volunteer Goodies	10		

Revision Dates: Exchange Open: Exchange Close: 2:30 PM

If additional space is nned for more layouts use page 2

C) Referral Comments

James Lindt

From: Greg Knott
Sent: Tuesday, April 19, 2016 12:26 PM
To: James Lindt
Subject: RE: Ragnar Relay Colorado 2016

James,

I have reviewed the Ragnar Relay application and do not request any additional conditions. I recommend approval of their special event application.

Please let me know if you need anything else.

Greg

From: James Lindt
Sent: Monday, April 18, 2016 1:24 PM
To: Greg Knott <greg.knott@basalt.net>; Brooke Stott (bstott@basaltfire.org) <bstott@basaltfire.org>
Subject: FW: Ragnar Relay Colorado 2016

Hi Greg and Brooke,
Please find attached the Special Event Activity Permit Application for the Ragnar Relay that is proposed to come through Basalt on August 13th. I've also attached draft conditions that are based on the conditions from last year. Please review and let me know if you have any additional comments or conditions. We plan on taking the Special Event Activity Permit to the Council for review next week.

Thanks,

James Lindt, AICP

Assistant Planning Director

Town of Basalt

(970) 927-4701 ext. 201

James.lindt@basalt.net

Arbor Day Proclamation

Whereas, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

Whereas, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

Whereas, Arbor Day is now observed throughout the nation and the world; and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

Whereas, trees are a renewable resource giving up paper, wood, for our homes, fuel for our fires and countless other wood products; and

Whereas, trees in our town increase property values, enhance the economic vitality of business areas, and beautify our community; and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal;

Now, Therefore, I Jacque Whitsitt, Mayor of the Town of Basalt, Colorado, do hereby proclaim April 29th, 2016 as Arbor Day in the Town of Basalt, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and

Further, I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

Dated this 29th day of April, 2016.

_____

Jacque Whitsitt, Mayor

SGM

MEMORANDUM

TO: **Basalt Council**

FROM: **Louis Meyer PE**

DATE: **April 22, 2016**

RE: **Update from Town Engineer**

Happy Earth Day!!

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

South Side Flood Plain Letter of Map Revision

Subsequent to the submittal to FEMA for the Letter of Map Revision (LOMR) for the South Side Flood Plain, CDOT and TOB have been working through a list of items from a completeness review by FEMA. The Town of Basalt coordinated the public notification process which is now complete. The public notification process consisted of sending certified letters to all impacted property owners, public notifications in the local newspapers, and holding an open house. That work has been accomplished and is now complete.

One of the issues that came up at the open house included the coordination with the CDOT/TOB LOMR with the Pitkin County process to update the entire FIRM (floodplain mapping of the entire County). It is important that the LOMR submitted by CDOT/TOB is shown on the actual FIRM maps that Pitkin County is coordinating. In our conversation with FEMA staff as the process unfolds the CDOT/TOB LOMR changes will be reflected in the Pitkin County FIRM maps rather than just referenced as an addendum or footnote. According to FEMA the Pitkin County process has and will continue to receive appeals and protests which will take months if not years to resolve. The CDOT/TOB LOMR will be accepted and approved prior to Pitkin County process and thus included on the actual FIRM maps. This is important so as not to confuse the general public which does not have the ability to research minor addendums and amendments to the FEMA FIRM maps. We will keep you posted on that process, however at some point in time the TOB may want to send an official appeal letter to FEMA to have 100% certainty this will occur.

Article XVII – Flood Damage Prevention Ordinance Update

SGM has reviewed Basalt's Floodplain ordinance "Article XVII – Flood Damage Prevention and will be recommending some changes and improvements to the Article.

- Now that the LOMR is in the public notification process we can finalize recommendations to Basalt on improvement to the Flood Damage Prevention ordinance. The most likely large recommendation other than improvement to the formatting to be consistent with the CWCB model code, will be to clean up the requirements concerning what can be done in the flood fringe areas.

Basalt Avenue Underpass

- CDOT provided their concurrence letter, which authorizes the Town to enter into a contract with the Contractor, United Companies.
- We have sent the construction agreement to Tom Smith for his final review, and hope to send this to the Contractor next week.
- Scott Baumgardner from United has indicated that they are looking at starting the project in the late August / early September timeframe and doing the bulk of the work through the winter to avoid groundwater to the extent possible.
- We anticipate a pre-construction conference in the June/July timeframe.
- SGM will begin working on some of the upfront items that need to occur before the pre-construction conference.
    - This includes working with the Contractor to develop a baseline construction schedule – this is the Contractor's responsibility, but it is likely that the schedule will go through a couple of iterations and SGM will be involved in reviewing and providing feedback.
    - Other upfront items include various contract and technical submittals that can be submitted prior to the pre-construction conference. SGM is currently working on a Submittal Log that outlines all of the required submittals for the contract. This will be sent to the Contractor and we anticipate that United will start submitting required information early, just to try to get as much of the paperwork taken care of on the front end prior to actually beginning construction.
- Congratulation to Town Staff for compiling the funding for the project and the successful application for the "Safe Route to Schools" grant.

Myers Access Road

SGM has worked through all of the design, permitting and utility coordination work to insure that RFTA can begin the bid process to complete this secondary access road to Myers Metal. The last pieces of the puzzle that are in process before this can go to construction include the signing of the easement agreements between the Town, RFTA and Bob Myers. That agreement has been approved by the parties and is being circulated for signature. The lateral of the Grace and Shehi Ditch in this area was piped by RFTA so that the construction of this secondary access to Myers Metal can proceed this year. The bidding of the road is in the hands of RFTA.

Southside Traffic Study

SGM has completed a draft traffic study that evaluates impacts from future development on the Southside based upon a 5 year buildout. The Draft has been submitted to Town Staff for review. We have a proposal to Town Staff to complete a more comprehensive 20 year projection, triggered by the significant amount of land use applications that are expected. Rather than have each development do a piece meal traffic report this study will look at everything comprehensively to insure that traffic related operations particularly at the SH 82 intersection are coordinated comprehensively and not project by project.

West Sopris Drive Rebuild

SGM is working with Town Public Works Department to improve roadway, drainage and encroachment issues for West Sopris Drive. We received great feedback from property owns along West Sopris Drive. Drawings are complete and bids will be receive next week on a first phase of drainage and road improvements.

TOWN OF BASALT INFORMATION ITEM	**Date:** April 26, 2016 **From:** Susan Philp, Planning Director Mike Scanlon, Town Manager

SUBJECT: Status of the Our Town Planning Process

RECOMMENDATION: This is an information item

DETAIL:

The purpose of this agenda item is to provide information to the Council on where Staff and the Council's boards are in responding to direction provided previously by the Council. This is to prepare the Council for more substantive discussions and decisions scheduled for future meetings on how to move forward on several areas associated with the Our Town Planning (OTP) Project.

The Council has been setting policy and been giving direction to Staff, its financial advisor and Committees on the Our Town Planning (OTP) Project by adopting a number of Resolutions beginning in February of 2014 when the Council approved a resolution approving a framework and budget calendar for the "Our Town" Planning Process. So far in 2016 the Council approved two resolutions regarding the OTP Project.

Resolution No. 04, Series of 2016, adopted on February 9th, was a response to the Citizen Petition Reviewed by the Council at its January 26th meeting concerning the purchase of the CDC property.

Resolution No. 09, Series of 2016, adopted on February 23rd, provided direction to the P&Z, Lowe Enterprises and the Roaring Fork Community Development Corporation (CDC). This is the resolution which encouraged Lowe Enterprises, which has the option to purchase the property from the CDC (owner), to prepare and submit a land use application that includes up to 55,000 square feet of building space (not including parking) on the area shown as building on the exhibit included in the resolutions.

These resolutions are attached along with update sheets showing the status of the items.

Here are some key upcoming dates for Council discussion on the four Our Town Planning Properties:

May 3 - P&Z explains the work they have done in amending the CSC Zone District to meet the goals of the Our Town Planning Project

May 10 - Council check in on the direction set by the prior Council Resolutions. Council check in on square footages and schedule for adoption of the Amended CSC Zone District. This was previously scheduled for May 24th along with the Council's first public hearing on the Amended CSC Zone District.

July 12 - Council discussion on expenditures for the River Park per Resolution No. 4 and potentially 1st reading of an ordinance for funding and possible bond.

Related Town Statute and or Town Actions: DAAC Report, 2014 Town of Basalt "Our Town" Planning Survey; Town Council Resolution No. 03, Series of 2015 outlining the next steps in the Our Town planning process; 2015 Basalt Council Work Plan; Resolution No. 19, Series of 2015 identifying the potential buildings and park plan; Resolution No. 34, Series of 2015 providing additional direction to the P&Z and others; Resolution No. 54, Series of 2015 Adopting the Our Town Planning Master Plan Amendment; Resolution No. 55, Series of 2015 also providing additional direction to P&Z; Resolution No. 04, Series of 2015, Responding to the Citizen Petition reviewed by the Council at its January 26, 2016 Council Meeting Concerning Purchase of the CDC property; Resolution No. 09, Series of 2016 providing direction to Staff, P&Z, POST, Lowe and the CDC

Attachments: Updates on Resolutions Nos. 4 and 9, Series of 2016. Copies of those resolutions.

Other information: Additional information can be obtained by reviewing the P&Z packet materials for its January 19, February 2, and February 23 meetings found on the Basalt website http://www.basalt.net/AgendaCenter and on the OTP project website www.ourtownplanning.org.

April 22, 2016 Update

Resolution No. 04, Series of Series of 2016

Update - ACTIONS are shown in Blue.

Section 1. The Town Council directs staff to schedule the necessary meetings to enable the P&Z and Town Council to consider adopting zoning district regulations for the CDC property in accordance with the schedule presented at the Council's February 9th meeting. **P&Z has been meeting per the schedule presented on February 9th up to this time with the exception that the Town Council decided that it did not make sense for the outgoing Council to meet with the P&Z jointly on March 29th. Instead the new Council is invited to attend the P&Z's meeting on May 3rd where the P&Z will present its amended CSC Zone District for the four Our Town Planning Properties. The current thought is for the P&Z to then continue the currently advertised public hearing in order to allow the new Council to provide feedback (Susan Philp and P&Z)**

Section 2. The Town Council directs POST and Staff to continue to prepare park plans and construction documents based on the configuration of park, and proposed building area included in the Our Town Master Plan Amendment and Town Council Resolutions Nos. 19, 34 and 55 which frames the development of a park from the downtown to the Roaring Fork River. **POST continues to work based on the conceptual design they presented at the February 9th meeting. The site plan for the Basalt River Park is attached. POST held an Open House on March 14th. On April 13th POST approved the conceptual plans for the wetland garden located between the Conservancy and Old Pond Park. DHM is scheduled to present the costs for the Park improvements to the Council at its July 12th meeting. (Susan Philp and POST)**

Section 3. The Town Council directs Staff and its Financial Advisor to work with the CDC and the CDC's Developer to develop a strategy to enable the Town Council to consider acquisition of the park area shown in Resolution No. 55, Series of 2015 for a public park, and to allow a reasonable amount of development on the remaining CDC Property to meet the Town's goals as outlined in the Our Town Master Plan Master Plan Amendment. **Town Staff continues to work with Ehlers. Kimmel will attend the Council's May 10th meeting. (Bruce Kimmel, Judi Tippetts, and Mike Scanlon)**

Section 4. The Town Council finds that the public interest would be served by appraising the CDC property and identifying other financial considerations prior to any negotiations for purchase of all or any portion of the CDC property. **This is combined with Section 5, Section 6, and Section 7. Work has been undertaken by Town Staff on these items (Mike Scanlon and Judi Tippetts).**

Section 5. As the CDC has affirmed that they purchased their property based on reliance on the then

current Master Plan, the Town Council agrees that the appraisal should consider the Master Plan then in place, which is the 2007 Basalt Master Plan. **See above Section 4.**

Section 6. The Town Council directs the Town Manager to outline the conditions that should be considered by the appraiser in preparing the appraisal. **See above Section 4.**

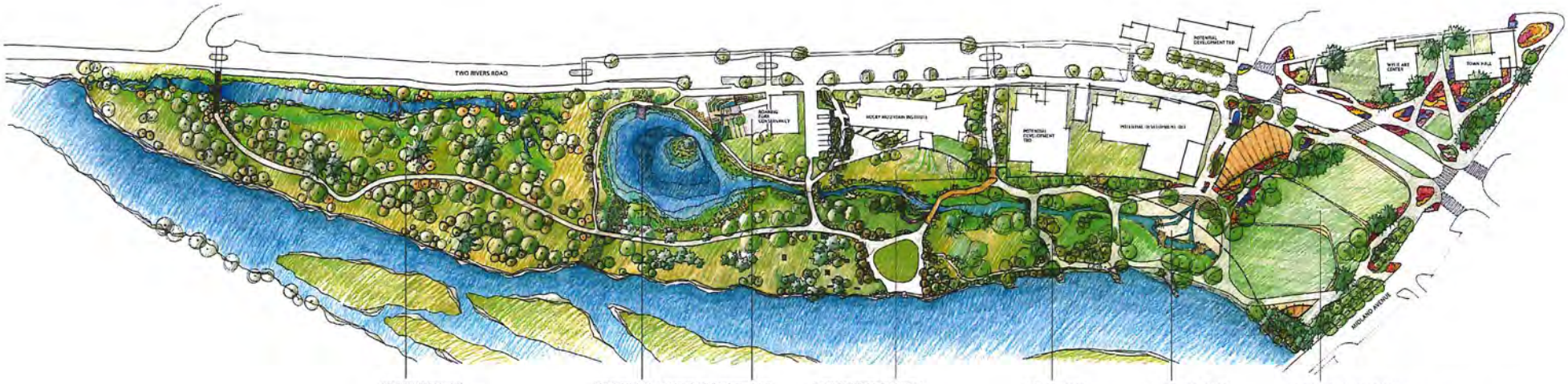
Section 7. The Town agrees to pay for the appraisal, referenced herein. Nothing prevents the CDC from preparing its own appraisal for the Town Council's consideration. **See above Section 4.**

Section 8. A referendum election would be necessary in order to approve public financing for purchase of all or a portion of the property. **This would be consistent with the Citizen's Petition.**

Section 9. The Council directs Town Staff to work on a phasing, relocation and upgrade plan for the buildings currently located on the Lions Park Parcel. The Town has currently budgeted $50,000 to begin this work. **This is underway with the project pieces broken into three parcel pieces (decision pieces) – Town Hall / Art Base / Chamber of Commerce. The ArtBase has been working on their plan for Lion's park per its Board's direction (Mike Scanlon and Judi Tippetts)**

Section 10. The Town Council directs the Town Manager to take action to schedule the activities outlined in this resolution as soon as practical and no later than July 12, 2016 to enable the Town Council to consider adopting an ordinance placing a ballot question on the November election to address financing the acquisition of all or a portion of the property. **THIS AWAITS EVERYTHING ABOVE.**

Section 11. The Town Manager is directed to work with the petitioners to identify petition issues that may have been missed in this Resolution. The Town Council will continue to provide opportunities for the public to provide input before the Council makes any final zoning and financial decisions on development for the CDC property or for any of the other properties outlined in Resolution Nos. 19, 34, and 55, Series of 2015. **Based on the feedback made by Cathy Click, representing the Citizen Petitioners, two options were made for the physical model to represent their ideas. The second version more clearly represents what the petitioners were envisioning; this is a 43,560 square foot building program, in two stories, with community uses and .3 acres more of park than represented by the Council's direction. Packet materials for the P&Z's meetings are being forwarded to Click and are available on the Town's website. The official public hearing process was scheduled to start on May 3rd, but it appears most likely that this will be continued to allow opportunity for Council feedback. (Susan Philp).**



BACKWATER PRESERVE
The wetlands in the nature preserve will be kept intact and restored. The trail will create a continuous route along the river to Town.

OLD POND PARK / ROARING FORK CONSERVANCY
The Roaring Fork Conservancy is in the process of creating a new visitor and education center. Landscaping will include a wetland demonstration garden, benching platforms, glass terraces, and access to the adjacent Old Pond Park. The wetland edge at Old Pond Park will be restored and enhanced, creating multiple areas for fishing access.

ROCKY MOUNTAIN INSTITUTE / OLD POND PARK WATERFRONT
The Rocky Mountain Institute building is complete. Landscaping for the Institute highlights stormwater as it moves off the roof through the garden. Historic public access to the river will continue and has grown to include picnic areas, wetland gardens, trails and fishing access.

PARK WETLANDS
Existing wetlands have been preserved. Through a series of boardwalks and walkways, the public will be able to better enjoy this fragile ecosystem.

CHILDRENS PLAY AREA
Clear views lead down to a children's play area created from cobble, sand, and a water feature.

TOWN OF BASALT RIVER PARK
The Basalt River Park will plan for a diversity of activities, including a large event space, pavilion, play area, perennial gardens and river architecture. The park is designed to accept periodic flooding.

NORTH
SCALE 1"=30'

BASALT RIVER PARK SITE PLAN

Resolution No. 09, Series of Series of 2016

Update - ACTIONS are shown in Green.

Section 1. The Town Council encourages Lowe Enterprises (Developer), which has the option to purchase the property from the CDC (Owner), to prepare and submit a land use application that includes up to 55,000 total square feet of building space (not including parking) on the area shown as building on **Exhibit A**. **Conversations were held with Lowe who responded positively to a program including a 40,000 square foot condominium hotel, including a restaurant and a couple affordable housing units, and 15,000 square feet of office. Potentially Lowe could be interested in other uses if the Town conveyed what it desired and Lowe could financially make it work for them.**

Section 2. The Town Council accepts the P&Z recommendation to modify the Community Serving Commercial (CSC) Zone District for application to all four Our Town Planning (OTP) Parcels generally as described by the P&Z and presented in the packet materials for the February 9, 2016 Council meeting and guidance provided to date by the Council. **The P&Z has been working diligently in preparing amendments to the CSC Zone District per the schedule outlined at the Council's February meeting and are now waiting for a check in with the Council to make sure they are doing what the Council wants.**

Section 3. The Town Council directs the P&Z to prepare zoning which would permit 2 ½ stories on the CDC Building Parcel shown on **Exhibit A** as seen from Two Rivers Road and would define volumetric limitations and architectural character for the parcel in sufficient detail to enable the public, Developer and Owner to have a good understanding of what a successful land use application might include. The Town Council could provide further input on acceptable maximum allowed square footages at any time during the planning or zoning process. **The P&Z's amended CSC Zone District satisfies this direction.**

Section 4. This resolution does not reflect any land use approvals for the development of the property. Neither the Town, Lowe or CDC is bound by the direction contained within this resolution. **Information. No action necessary**.

Section 5. Nothing prevents the authorized entity of the CDC from submitting a land use application for approval of a different zone district or a Planned Unit Development Application for the property under the Basalt Municipal Code or even requesting a new zoning district for the Town's review as the CDC did earlier after it purchased the property. Lowe and the CDC in their discretion may seek approval of more or less development than recommended by the Council in Section 1 of this resolution. Such application would be reviewed in accordance with the Basalt Municipal Code and Master Plan. **Information. No action necessary.**

Section 6. The Town Council will provide opportunities for the public to provide input before the Council makes any final zoning and financial decisions on development for the CDC property or for any of the other properties outlined in Resolution Nos. 19, 34, and 55, Series of 2015 and Resolution No. 4, Series of 2016. **Information. No action necessary.**

RESOLUTION OF THE TOWN COUNCIL OF BASALT, COLORADO, RESPONDING TO THE CITIZEN PETITION REVIEWED BY THE COUNCIL AT ITS JANUARY 26, 2016 COUNCIL MEETING CONCERNING PURCHASE OF THE CDC PROPERTY

Town of Basalt, Colorado
Resolution No. 04
Series of 2016

RECITALS

Whereas, the Town of Basalt has spent considerable time discussing and taking public input on the appropriate land use and park development of the various areas shown on **Exhibit A** purchased by the Town and the CDC in 2011.

Whereas, the Town of Basalt through various Council actions, including Resolution No 19. Series of 2015, Resolution No. 34, Series of 2015, and Resolution No. 55, Series of 2015 have identified a portion of land owned by the Roaring Fork Community Development Corporation (RFCDC) which could be considered for buildings and portion for Town Park.

Whereas, the Town Council acknowledges that noteworthy number of Basalt citizens have signed a petition to require the Town to place two ballot questions for vote by the Basalt Electorate to purchase the CDC property for 3 million dollars.

Whereas, the petitions also spell out the amount of development to be allowed on the Property.

Whereas, the Town of Basalt Staff and Financial Advisor have developed a set of economic scenarios which the Town Council has been reviewing as part of the Council's overall decision making process on the RFCDC Property.

Whereas, the Planning and Zoning Commission has adopted the Our Town Planning Master Plan amendment, has conducted special studies, and is now working on the zoning provision that could be used in the Our Town Planning Area.

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

Section 1. The Town Council directs staff to schedule the necessary meetings to enable the P&Z and Town Council to consider adopting zoning district regulations for the CDC property in accordance with the schedule presented at the Council's

February 9th meeting.

Section 2. The Town Council directs POST and Staff to continue to prepare park plans and construction documents based on the configuration of park, and proposed building area included in the Our Town Master Plan Amendment and Town Council Resolutions Nos. 19, 34 and 55 which frames the development of a park from the downtown to the Roaring Fork River.

Section 3. The Town Council directs Staff and its Financial Advisor to work with the CDC and the CDC's Developer to develop a strategy to enable the Town Council to consider acquisition of the park area shown in Resolution No. 55, Series of 2015 for a public park, and to allow a reasonable amount of development on the remaining CDC Property to meet the Town's goals as outlined in the Our Town Master Plan Master Plan Amendment.

Section 4. The Town Council finds that the public interest would be served by appraising the CDC property and identifying other financial considerations prior to any negotiations for purchase of all or any portion of the CDC property.

Section 5. As the CDC has affirmed that they purchased their property based on reliance on the then current Master Plan, the Town Council agrees that the appraisal should consider the Master Plan then in place, which is the 2007 Basalt Master Plan.

Section 6. The Town Council directs the Town Manager to outline the conditions that should be considered by the appraiser in preparing the appraisal.

Section 7. The Town agrees to pay for the appraisal, referenced herein. Nothing prevents the CDC from preparing its own appraisal for the Town Council's consideration.

Section 8. A referendum election would be necessary in order to approve public financing for purchase of all or a portion of the property.

Section 9. The Council directs Town Staff to work on a phasing, relocation and upgrade plan for the buildings currently located on the Lions Park Parcel. The Town has currently budgeted $50,000 to begin this work.

Section 10. The Town Council directs the Town Manager to take action to schedule the activities outlined in this resolution as soon as practical and <u>no later than July 12, 2016</u> to enable the Town Council to consider adopting an ordinance placing a ballot question on the November election to address financing the

acquisition of all or a portion of the property.

Section 11. The Town Manager is directed to work with the petitioners to identify petition issues that may have been missed in this Resolution. The Town Council will continue to provide opportunities for the public to provide input before the Council makes any final zoning and financial decisions on development for the CDC property or for any of the other properties outlined in Resolution Nos. 19, 34, and 55, Series of 2015.

READ AND ADOPTED by a vote of 7 to 0 on February 9, 2016.

TOWN OF BASALT, COLORADO

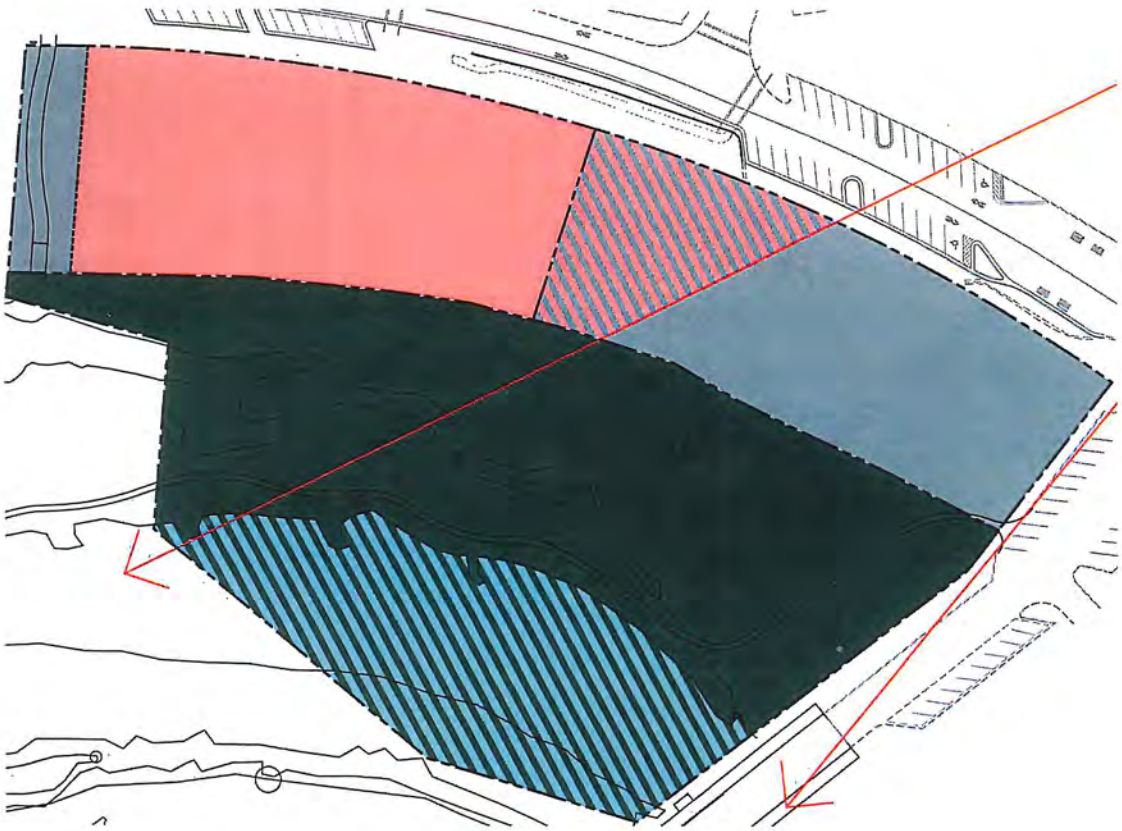
By: _____
Jacque R. Whitsitt, Mayor

ATTEST:

By: _____
Pamela K. Schilling, Clerk

TOWN OF BASALT, COLORADO
SEAL

BASALT RIVER PARCEL AREAS



CDC OWNED
2.32 ACRES TOTAL

- BUILDING PARCEL 1.08 ACRES
- POLYGON / EVENT AREA .34 ACRES
- FUTURE PARK .90 ACRES (.14 ACRES +.76 ACRES)

CURRENT TOWN OWNED
2.96 ACRES TOTAL

- LAND 2.07 ACRES
- WATER .89 ACRES

EXHIBIT A

scale 0' 80' 120'

RESOLUTION OF THE TOWN COUNCIL OF BASALT, COLORADO, PROVIDING DIRECTION TO THE P&Z, LOWE AND THE ROARING FORK COMMUNITY DEVELOPMENT CORPORATION (CDC)

Town of Basalt, Colorado
Resolution No. 09
Series of 2016

RECITALS

Whereas, the Town of Basalt has spent considerable time discussing and taking public input on the appropriate land uses and park development for the various areas of land shown on **Exhibit A** purchased by the Town and by the CDC in 2011.

Whereas, the Town of Basalt through various Council actions, intended to assist the planning efforts of the CDC and Lowe Enterprises, including Resolution No 19. Series of 2015, Resolution No. 34, Series of 2015, and Resolution No. 55, Series of 2015, and Resolution No. 04, Series of 2016 has identified a portion of land owned by the CDC which would be considered for buildings and a portion for Town Park, subject to formal application and compliance with the Basalt Municipal Code.

Whereas, the Town of Basalt has provided numerous opportunities for public comment in the Our Town Planning process including but not limited to chat sessions, drawing maps and submitting maps at "Clasen's Corners", public comment at Town public hearings and public meetings, two surveys, and the opportunity to email Staff, P&Z, and the Council and provide comments posted on the Our Town Planning website.

Whereas, the Planning and Zoning Commission has adopted the Our Town Planning Master Plan amendment, has conducted special studies, and is now working on the zoning provisions to be used in the Our Town Planning Area.

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

Section 1. The Town Council encourages Lowe Enterprises (Developer), which has the option to purchase the property from the CDC (Owner), to prepare and submit a land use application that includes up to 55,000 total square feet of building space (not including parking) on the area shown as building on **Exhibit A**.

Section 2. The Town Council accepts the P&Z recommendation to modify the

Community Serving Commercial (CSC) Zone District for application to all four Our Town Planning (OTP) Parcels generally as described by the P&Z and presented in the packet materials for the February 9, 2016 Council meeting and guidance provided to date by the Council.

Section 3. The Town Council directs the P&Z to prepare zoning which would permit 2 ½ stories on the CDC Building Parcel shown on **Exhibit A** as seen from Two Rivers Road and would define volumetric limitations and architectural character for the parcel in sufficient detail to enable the public, Developer and Owner to have a good understanding of what a successful land use application might include. The Town Council could provide further input on acceptable maximum allowed square footages at any time during the planning or zoning process.

Section 4. This resolution does not reflect any land use approvals for the development of the property. Neither the Town, Lowe or CDC is bound by the direction contained within this resolution.

Section 5. Nothing prevents the authorized entity of the CDC from submitting a land use application for approval of a different zone district or a Planned Unit Development Application for the property under the Basalt Municipal Code or even requesting a new zoning district for the Town's review as the CDC did earlier after it purchased the property. Lowe and the CDC in their discretion may seek approval of more or less development than recommended by the Council in Section 1 of this resolution. Such application would be reviewed in accordance with the Basalt Municipal Code and Master Plan.

Section 6. The Town Council will provide opportunities for the public to provide input before the Council makes any final zoning and financial decisions on development for the CDC property or for any of the other properties outlined in Resolution Nos. 19, 34, and 55, Series of 2015 and Resolution No. 4, Series of 2016.

READ AND ADOPTED by a vote of 4 to 3 on February 23, 2016.

TOWN OF BASALT, COLORADO

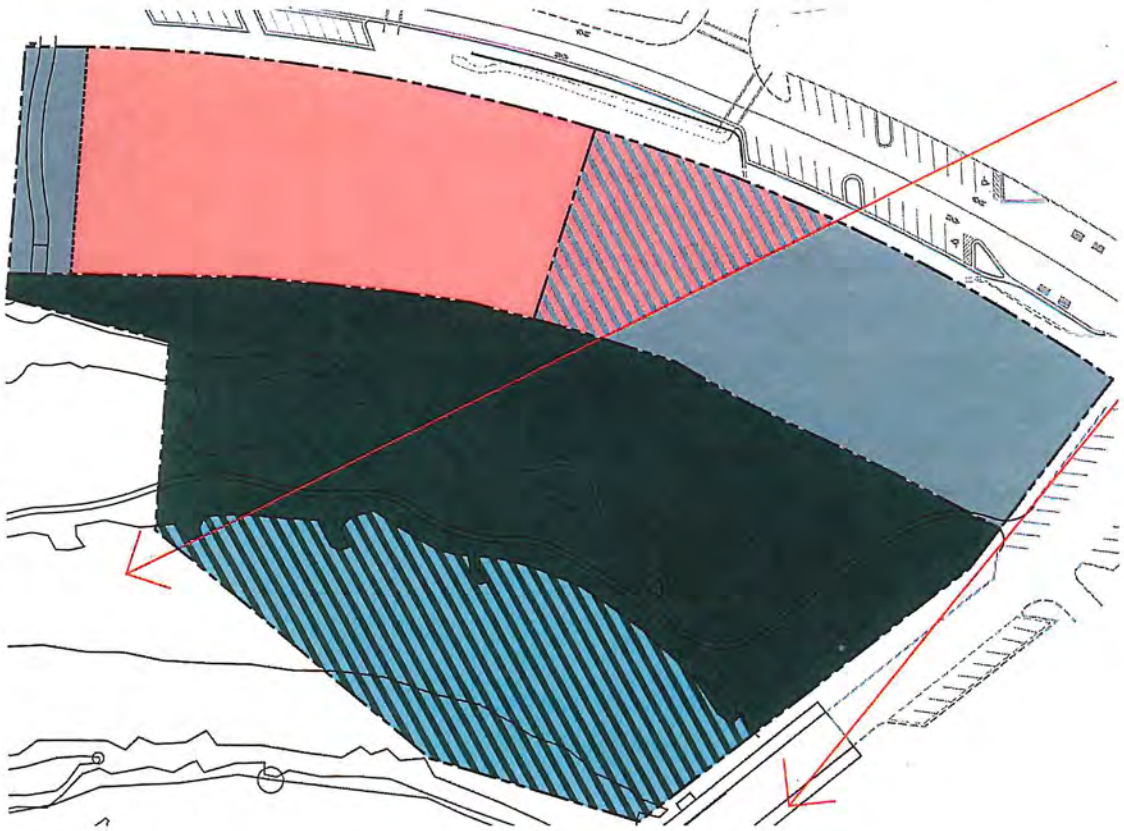
By: _____
Jacque R. Whitsitt, Mayor

TOWN OF BASALT, COLORADO
SEAL

ATTEST:

By: Pamela K Schilling
Pamela Schilling, Clerk

BASALT RIVER PARCEL AREAS



CDC OWNED
2.32 ACRES TOTAL

- BUILDING PARCEL 1.08 ACRES
- POLYGON / EVENT AREA .34 ACRES
- FUTURE PARK .90 ACRES (.14 ACRES +.76 ACRES)

CURRENT TOWN OWNED
2.96 ACRES TOTAL

- LAND 2.07 ACRES
- WATER .89 ACRES

EXHIBIT A

scale 0' 80' 120'

TOWN OF BASALT Action Item	Date: April 26, 2016 From: Susan Philp, Planning Director

SUBJECT: Council and Mayor Appointments to Boards

RECOMMENDATION: Discuss and make appointments

DETAIL:

There are several boards which include one or two members of the Town Council. A list is attached along with a brief explanation of the purpose of that board.

Staff suggests that the Council members discuss amongst themselves which boards they would like to participate in. Once agreement is reached, then a motion to appoint the members to the respective boards would be in order.

At this time, we don't know of any appointment that is time sensitive. Accordingly, the Council could also delay taking action on one or more of the board appointments if desired.

Related Town Statute and or Town Actions: na

Budget: na

Attachments: List of Boards and current appointments and vacancies

Board Appointments – Council or Mayor

Appointments	Current	Background
Mayor Pro-tem	Council Appointed Gary Tennenbaum on 4-19	Acts as Mayor during the absence of the Mayor with all powers granted by the Charter to the Mayor.
Ruedi Water and Power Authority	Mark Kittle	Meets to share information and provide oversight on the Valley's water resources. 8 members (5 municipalities and 3 counties). Meets quarterly in the evenings in the Mid Valley.
Roaring Fork Transit Agency (RFTA)	Jacque Whitsitt Alternate Vacant	RFTA includes 8 communities and functions as a Regional Transportation Authority to provide rural transit to the Roaring Fork Valley and beyond. Meets 2nd Thursdays at 8:30 am.
Roaring Fork Conservancy	Vacant	Roaring Fork Conservancy is the watershed conservation organization in the Roaring Fork Valley that brings people together to protect our rivers. The Conservancy addresses water quantity, water quality, and habitat preservation. An important project to the Town is the Conservancy's plans to build a River Center by Old Pond Park. The Roaring Fork Conservancy meets the 4th Wednesday at 4:30 pm
Board of Zoning Adjustment (BOZA)	Mark 1st Alternate Bernie 2nd Alternate	Meets to take action on variances to Zoning Code requirements. Meets in the evenings as necessary. Meetings are scheduled to work around availability of members.
Victims and Witness Assistance and Law Enforcement Board (VALE)	Gary Tennenbaum Vacant	Two members of the five member board are incumbent Councilors. Board meets to disperse funds on behalf of victims and witnesses assistance such as provision of services for early crises intervention and assistance programs for victims and their families.
Basalt Emergency Management Committee (BEMC)	Vacant	Mission: "To direct community input to ensure the public safety entities are meeting the needs of the community in order to protect the lives and property of citizens in the Basalt area."

Board Appointments – Council or Mayor

		The BEMC meets 2nd Thursdays every other month at 8:30 am at Town Hall.
Child Care Coalition (CCC)	Gary Tennenbaum	Makes CCC recommendations on Town Grant funds for Child Care. Meets to share information in order to foster good infant and child care for residents, employees and employers in the Basalt area. Strategizes on ways to increase child care facility capacity and quality. The CCC meets as necessary to fulfill the above duties.
NWCCOG (Northwest Colorado Council of Governments)	Vacant Alternate - Vacant	Northwest Colorado Council of Governments (NWCCOG) is a voluntary association of county and municipal governments that believes in the benefits of working together on a regional basis. NWCCOG serves 27 member jurisdictions in a 5-county region of northwest Colorado. Meetings are held on the 4th Thursdays of the month which NWCCOG meets (except for a combined Nov/Dec mtg) throughout the NWCCOG area. In 2016 the board will meet 7 times. A call-in option is available for all of their meetings. The 2016 meeting schedule is attached.
CORE (Community Office of Resource Efficiency)	Vacant	Mission: "CORE works cooperatively with businesses, individuals, utilities and government entities to create measurable improvements in energy and water efficiency in order to benefit the environment and develop a more sustainable economy."
Nordic Council	Gary Tennenbaum	Meets to make recommendation on Nordic trails from Aspen to Basalt.
Green Team	Mark Kittle	The Green Team makes recommendations to the Council on projects, policies and regulations to make strides towards a greener, more energy efficient Basalt. Projects have included the no idling signs, sustainable building regulations, green event principles.

2016 NWCCOG COUNCIL MEETING SCHEDULE

Thursday, January 28, 2016
Full Council, NLF Board & EDD Board Meetings
Location: Garden Level Classroom, Eagle County Administration Building, 500 Broadway, Eagle
Time: 9:30 a.m.-2:00 p.m.
Primary Agenda Items: Introduction of new members/representatives; elect executive committee & officers; annual NLF Board meeting; EDD Board meeting & election of officers.

Thursday, March 24, 2016
Full Council Meeting
Location: NWCCOG Office/Conference Call
Time: 10:00 a.m.-12:00 p.m.
Primary Agenda Items: Approval of final 2015 financials; program updates.

Thursday, May 26, 2016
Full Council & EDD Board Meeting
Location: Glenwood Springs Community Center, 100 Wulfsohn Road, Glenwood Springs
Time: 9:00 a.m.-3:00 p.m.
Primary Agenda Items: Review/acceptance of 2014 audit; presentations by GWS and State Demographer's Office, program updates.

Thursday, July 28, 2016
Full Council Meeting
Location: Walden, Meeting Room TBD
Time: 10:00 a.m.-12:00 p.m.
Primary Agenda Items: Approval of 2017 dues; discussion re: Annual Planning Meeting Agenda

Thursday, August 25, 2016
Full Council & EDD Board Annual Planning Meeting
Location: Buffalo Mountain Room, Summit County Commons, Frisco
Time: 10:00 a.m.–3:00 p.m.
Agenda Items: Strategic Planning for 2017

Thursday, October 27, 2016
Location: NWCCOG Office/Conference Call
Time: 10:00 a.m.-12:00 p.m.
Primary Agenda Items: Review of draft 2017 budget

Thursday, December 8, 2016
Full Council & Foundation Board Meeting
Location: NWCCOG Office/Conference Call
Time: 10:00 a.m.-12:00 p.m.
Primary Agenda Items: 2016 budget revisions; approve 2017 budget; adopt 2017 meeting schedule; annual NWCCOG Foundation Board meeting.

Memo

Date: 04/22/2016

To: Town Council

From: Mike Scanlon, Town Manager

RE: Policy for Administration Services of Add-On PIF

This memo is in reference to receiving direction from Town Council regarding the Town administering an Add-On PIF. A PIF is a Public Improvement Fee used as a development finance tool. A PIF is collected like a sales tax but is not a sales tax. It is imposed by a private contract, not pursuant to governmental taxing power, in the form of: covenant recorded against the property, retail leases and with the tenant's consent. A PIF is intended to pay for specific improvements and those improvements must "touch and concern" and benefit the real property encumbered by the PIF.

Pros: The Town of Basalt has access to confidential sales tax information for all businesses operating within the Town limits. If the finance department acts as a collection and distributing agent no additional agreements will need to be in place regarding sales numbers.

Potential revenue source to be determined by agreement with developer. For example, if the developer collects $100,000 in PIF and the Town withholds 2% to cover costs of administering the Town would collect $2,000 and disburse 98% or $98,000 to the developer.

Cons: Town of Basalt has a small finance department and if multiple PIFs were in place at the same time we would not have enough staff to administer the program.

Cons: The Town of Basalt will not act as an enforcement agent.

8A

Town of Basalt
Accounts Payable
April 24, 2016

GENERAL FUND	
Reimbursable	
Total Reimbursable	1,850.16
Non-reimbursable	
Payroll 4/8/16	97,444.06
Other Expenditures	116,337.84
Sub Total General Fund Non-reimbursable	**213,781.90**
TOTAL GENERAL FUND	**215,632.06**
Bond Fund:	**46,483.13**
Total Bond Fund	**46,483.13**
Conservation Trust Fund:	**0.00**
Total Conservation Trust Fund	**0.00**
Water Fund:	**4,909.47**
Total Water Fund	**4,909.47**
TOTAL ALL FUNDS	**267,024.66**

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
04/16	04/26/2016	37756	A-1 TRAFFIC CONTROL	34869	10-62-590	495.00
04/16	04/26/2016	37757	ALPINE BANK	HSA 4/	10-22775	799.30
04/16	04/26/2016	37758	AMERICAN WATER WORKS	700117	51-45-570	315.00
04/16	04/26/2016	37759	ASPEN DAILY NEWS	910687	10-46-600	154.80
04/16	04/26/2016	37759	ASPEN DAILY NEWS	910687	10-41-670	871.02
04/16	04/26/2016	37759	ASPEN DAILY NEWS	910687	10-75-700	369.92
04/16	04/26/2016	37759	ASPEN DAILY NEWS	B01034	10-24210	52.25
04/16	04/26/2016	37759	ASPEN DAILY NEWS	B01034	10-45-540	184.25
04/16	04/26/2016	37759	ASPEN DAILY NEWS	B01034	10-45-540	600.00
04/16	04/26/2016	37759	ASPEN DAILY NEWS	B01034	10-24488	23.25
04/16	04/26/2016	37760	AUSTIN, PEIRCE & SMITH, P.C.	1008-0	51-45-310	213.68
04/16	04/26/2016	37760	AUSTIN, PEIRCE & SMITH, P.C.	1008-0	31-40-310	485.63
04/16	04/26/2016	37760	AUSTIN, PEIRCE & SMITH, P.C.	1008-0	10-45-310	2,564.16
04/16	04/26/2016	37760	AUSTIN, PEIRCE & SMITH, P.C.	1008-0	10-24350	157.50
04/16	04/26/2016	37760	AUSTIN, PEIRCE & SMITH, P.C.	1008-0	10-45-310	78.75
04/16	04/26/2016	37760	AUSTIN, PEIRCE & SMITH, P.C.	1008-0	10-45-315	997.50
04/16	04/26/2016	37760	AUSTIN, PEIRCE & SMITH, P.C.	1008-0	10-45-310	26.25
04/16	04/26/2016	37760	AUSTIN, PEIRCE & SMITH, P.C.	1008-0	10-45-310	26.25
04/16	04/26/2016	37760	AUSTIN, PEIRCE & SMITH, P.C.	1121-0	10-24209	52.50
04/16	04/26/2016	37761	AUTO TRUCK GROUP	137416	10-60-430	492.05
04/16	04/26/2016	37762	BASALT SANITATION DIST	3035.0	10-50-410	120.00
04/16	04/26/2016	37763	BASALT WATER CONSERVANC	1229	51-71-400	1,206.00
04/16	04/26/2016	37764	BEATTIE, CHADWICK & HOUPT,	11277	51-45-310	1,075.50
04/16	04/26/2016	37764	BEATTIE, CHADWICK & HOUPT,	11277	31-40-310	1,710.00
04/16	04/26/2016	37765	BOYD BIERBAUM	APRIL	10-62-530	30.00
04/16	04/26/2016	37766	CO Assoc. of Chiefs of Police	CACP	10-54-570	250.00
04/16	04/26/2016	37767	CEC DEPOSIT TRUST	SOLAR	10-45-395	32,346.00
04/16	04/26/2016	37768	CLARION ASSOCIATES	6516	10-47-330	2,600.00
04/16	04/26/2016	37769	COTTLE CARR YAW ARCHITEC	7659	10-47-330	6,607.76
04/16	04/26/2016	37770	DREAMTIME WATER DISTRIBU	403875	10-64-605	15.00
04/16	04/26/2016	37771	FAMILY SUPPORT REGISTRY	APRIL	10-22770	200.00
04/16	04/26/2016	37771	FAMILY SUPPORT REGISTRY	CSE 11	10-22770	240.00
04/16	04/26/2016	37771	FAMILY SUPPORT REGISTRY	CSE 14	10-22770	54.16
04/16	04/26/2016	37772	FEDEX	6-595-1	10-45-615	43.00
04/16	04/26/2016	37773	FLORIDA DEPARTMENT OF RE	APRIL	10-22770	271.20
04/16	04/26/2016	37774	GATEWAY METROPOLITAN DIS	1ST QT	10-50-435	3,469.98
04/16	04/26/2016	37775	GLENWOOD MEDICAL ASSOCI	ACCT #	10-62-350	130.00
04/16	04/26/2016	37776	GREAT DIVIDE FENCING	1626	10-64-650	436.50
04/16	04/26/2016	37777	HACH COMPANY	985952	51-72-405	337.79
04/16	04/26/2016	37778	HEGBERG, JASON	DRIVE	10-54-590	188.00
04/16	04/26/2016	37779	HOLY CROSS ENERGY ASSOC.	APR 20	10-50-410	171.52
04/16	04/26/2016	37779	HOLY CROSS ENERGY ASSOC.	APR 20	10-60-412	580.77
04/16	04/26/2016	37779	HOLY CROSS ENERGY ASSOC.	APR 20	10-70-410	209.47
04/16	04/26/2016	37779	HOLY CROSS ENERGY ASSOC.	APR 20	10-66-410	547.18
04/16	04/26/2016	37779	HOLY CROSS ENERGY ASSOC.	APR 20	51-72-410	969.28
04/16	04/26/2016	37779	HOLY CROSS ENERGY ASSOC.	APR 20	51-73-410	619.64
04/16	04/26/2016	37780	ICMA MEMBERSHIP RENEWAL	843355	10-45-570	1,208.80
04/16	04/26/2016	37781	JEFF BLEVINS	APRIL	51-45-530	30.00
04/16	04/26/2016	37782	ROBERT LARSON	APRIL	10-62-530	30.00
04/16	04/26/2016	37783	LEAF	639040	10-45-740	138.00
04/16	04/26/2016	37783	LEAF	641050	10-45-740	991.00
04/16	04/26/2016	37784	MICHAEL SCANLON	APRIL	10-45-530	150.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Check Amount
04/16	04/26/2016	37784	MICHAEL SCANLON	APRIL	10-45-580	600.00
04/16	04/26/2016	37785	MID VALLEY METRO	4513	10-60-600	16.00
04/16	04/26/2016	37786	NAPA AUTO PARTS	155120	10-61-580	38.58
04/16	04/26/2016	37787	PETTY CASH	POSTA	10-54-615	9.19
04/16	04/26/2016	37788	Sandy's Office Supply	171636	10-54-600	13.90
04/16	04/26/2016	37789	SCHMUESER GORDON MEYER	90040B	51-45-330	138.00
04/16	04/26/2016	37789	SCHMUESER GORDON MEYER	90040B	10-62-330	1,541.00
04/16	04/26/2016	37789	SCHMUESER GORDON MEYER	90040B	10-60-432	3,768.50
04/16	04/26/2016	37789	SCHMUESER GORDON MEYER	90040E	10-75-700	191.25
04/16	04/26/2016	37789	SCHMUESER GORDON MEYER	90040E	10-59-430	1,171.00
04/16	04/26/2016	37789	SCHMUESER GORDON MEYER	90040E	10-59-330	716.00
04/16	04/26/2016	37789	SCHMUESER GORDON MEYER	90040E	10-75-700	179.00
04/16	04/26/2016	37789	SCHMUESER GORDON MEYER	90040E	10-59-330	921.00
04/16	04/26/2016	37790	SOURCE GAS	APRIL	10-50-410	1,216.45
04/16	04/26/2016	37790	SOURCE GAS	APRIL	10-70-410	105.77
04/16	04/26/2016	37791	STEPHANIE SYSON LLC	4.16	10-75-700	600.00
04/16	04/26/2016	37792	JUDITH TIPPETTS	APRIL	10-45-530	75.00
04/16	04/26/2016	37793	TREVOR LALONDE	APRIL	10-70-530	30.00
04/16	04/26/2016	37794	TRIAD EAP	3248	10-45-520	427.50
04/16	04/26/2016	37795	TYMCO INC.	143900	10-61-700	46,149.21
04/16	04/26/2016	37796	UNIFORMS EXPRESS INT'L INC.	525124	10-64-610	1,130.90
04/16	04/26/2016	37797	US BANK ST. PAUL	279718	31-40-615	44,287.50
04/16	04/26/2016	37798	VALLEY LUMBER COMPANY	58074	51-72-430	4.58
04/16	04/26/2016	37798	VALLEY LUMBER COMPANY	58214	10-50-430	29.46
04/16	04/26/2016	37798	VALLEY LUMBER COMPANY	58322	10-60-431	53.77
04/16	04/26/2016	37798	VALLEY LUMBER COMPANY	58760	10-50-600	59.63
04/16	04/26/2016	37799	MATT WAGNER	APRIL	10-62-530	30.00
04/16	04/26/2016	37800	WASTE MANAGEMENT	089460	10-50-415	111.80
04/16	04/26/2016	37801	WESSELLING, RYAN	APRIL	10-62-530	30.00
Grand Totals:						169,580.60

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
1020200	.00	169,580.60-	169,580.60-
10-22770	765.36	.00	765.36
10-22775	799.30	.00	799.30
10-24209	52.50	.00	52.50
10-24210	52.25	.00	52.25
10-24350	157.50	.00	157.50
10-24488	23.25	.00	23.25
10-41-670	871.02	.00	871.02
10-45-310	2,695.41	.00	2,695.41
10-45-315	997.50	.00	997.50
10-45-395	32,346.00	.00	32,346.00
10-45-520	427.50	.00	427.50
10-45-530	225.00	.00	225.00
10-45-540	784.25	.00	784.25
10-45-570	1,208.80	.00	1,208.80
10-45-580	600.00	.00	600.00
10-45-615	43.00	.00	43.00
10-45-740	1,129.00	.00	1,129.00

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-46-600	154.80	.00	154.80
10-47-330	9,207.76	.00	9,207.76
10-50-410	1,507.97	.00	1,507.97
10-50-415	111.80	.00	111.80
10-50-430	29.46	.00	29.46
10-50-435	3,469.98	.00	3,469.98
10-50-600	59.63	.00	59.63
10-54-570	250.00	.00	250.00
10-54-590	188.00	.00	188.00
10-54-600	13.90	.00	13.90
10-54-615	9.19	.00	9.19
10-59-330	1,637.00	.00	1,637.00
10-59-430	1,171.00	.00	1,171.00
10-60-412	580.77	.00	580.77
10-60-430	492.05	.00	492.05
10-60-431	53.77	.00	53.77
10-60-432	3,768.50	.00	3,768.50
10-60-600	16.00	.00	16.00
10-61-580	38.58	.00	38.58
10-61-700	46,149.21	.00	46,149.21
10-62-330	1,541.00	.00	1,541.00
10-62-350	130.00	.00	130.00
10-62-530	120.00	.00	120.00
10-62-590	495.00	.00	495.00
10-64-605	15.00	.00	15.00
10-64-610	1,130.90	.00	1,130.90
10-64-650	436.50	.00	436.50
10-66-410	547.18	.00	547.18
10-70-410	315.24	.00	315.24
10-70-530	30.00	.00	30.00
10-75-700	1,340.17	.00	1,340.17
31-40-310	2,195.63	.00	2,195.63
31-40-615	44,287.50	.00	44,287.50
51-45-310	1,289.18	.00	1,289.18
51-45-330	138.00	.00	138.00
51-45-530	30.00	.00	30.00
51-45-570	315.00	.00	315.00
51-71-400	1,206.00	.00	1,206.00
51-72-405	337.79	.00	337.79
51-72-410	969.28	.00	969.28
51-72-430	4.58	.00	4.58
51-73-410	619.64	.00	619.64
Grand Totals:	169,580.60	169,580.60-	.00

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

M = Manual Check, V = Void Check

April 22, 2016

2016 Council Calendar

Potential Upcoming Schedules – Subject to Change

5/3/2016

- P&Z Meeting – **Council members invited**. P&Z makes presentation on CSC Zoning for OTP Properties to Council & P&Z continues public hearing on CSC District

5/10/16 Worksession and Legislative

- Special Event Activity Permit for Willits Rugby Park
- Special Event Permit – Motors on Midland
- Worksession - BDBA and Chamber
- Worksession - Introduce Green Team's Recycling Ordinance
- 1st Reading - Real America – Extension and Discussion on Support
- 1st Reading -309 Sopris Special Review
- Resolution – Council discusses whether to reaffirm direction from prior Resolutions (Resolution Nos. 04 and 09)
- Resolution – Basalt Sunday Market
- Discussion – Does Council proceed with purchase of Clean Energy Collective solar panels

5/13/2016 and 5/14/16 Council Retreat

5/24/16 Worksession and Legislative

- Special Event Activity Permit for Triangle Park Special Event
- Worksession with Public Arts Commission (PAC)
- 1st Reading PH on CSC Zoning (shown on current Res 09 schedule but proposed to be continued to receive Council direction)
- 1st Reading Recycle Ordinance
- 2nd Reading 309 Sopris Special Review
- 2nd Reading Real America Extension

6/14/2016

- CSC Zone District discussion if necessary
- 2nd Reading Recycling Ordinance
- Worksession and Resolution – TACAW extension

6/24/16

- CSC Zone District discussion - potential
- Resolution Basalt Mini Storage – Davidco in Southside – Sketch Plan Approval

7/12/16

- CSC Zone District Discussion – potential
- Council discussion expenditures for River Park per Resolution No. 4 - Possible 1st Reading of Ordinance for funding & possible bond

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

M:\Sphilp\Manager Goals\Calendars\160422Calendar.docx

RF Club Suites – minor PUD Amendment
Town Park Arts Parcel – TACAW Approvals
Basalt Mini-Storage Expansion Sketch Plan
Stott's Mill PUD Amend and Reinstate & Sketch Plan
150 W. Homestead Rezoning and Sketch Plan (Elice)

TO BE SCHEDULED
Police Emergency Services Dispatch
BACH and Affordable Housing
Adopting the 5 Yr Capital Improvements Plan
Valley Rd/El Jebel Road Alignment
Update from Green Team
Code amendment Chapter 8 – Parking rules
Public Works Manual
Joint Meetings with Pitkin County and Eagle County Commissioners
TACAW Worksession
Resolution – Sunday Market Approval
Amend CSC Zone District Schedule after Council direction

MEMORANDUM

TO: Mayor Whitsitt and Basalt Town Council
FROM: Pamela Schilling, Town Clerk
DATE: April 22, 2016

RE: **Recent Administrative Liquor Review/Approvals**

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

- Special Event Permit for Chamber of Commerce (Faboo and Colori event)
- Special Event Permit for Art Base Annex