



**AGENDA  
FOR THE BOARD OF TRUSTEES  
OF THE TOWN OF BUENA VISTA, COLORADO**

Wednesday, November 9, 2016

**6:30 PM – Work Session Regarding 5 Year Capital Improvement Plan Review**  
*The Board will review the 2017 – 2021 five year capital plan.*

**Regular Meeting at 7:00 PM**

at the Buena Vista Community Center

Piñon Room – 715 East Main Street, Buena Vista, Colorado

**THE BOARD OF TRUSTEES MAY TAKE ACTION ON ANY OF THE FOLLOWING AGENDA  
ITEMS AS PRESENTED OR MODIFIED PRIOR TO OR DURING THE MEETING, AND  
ITEMS NECESSARY TO EFFECTUATE THE AGENDA ITEMS**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. PLEDGE OF ALLEGIANCE**

**IV. AGENDA ADOPTION**

*The Board approves the agenda at the start of the meeting including modifications.*

**V. CONSENT AGENDA**

*Approval of matters that are routine in nature that require review and/or approval, i.e. minutes and reports.*

**A. Minutes**

1. Regular Meeting – October 26, 2016
2. Planning Commission – October 19, 2016
3. Beautification – October 16, 2016
4. Historic Preservation – September 28, 2016
5. Trails – October 4, 2016

**B. Police Report**

**C. Fire Report**

**D. Should the Board of Trustees approve adoption of Resolution #104 entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO APPOINTING RICK BIETERMAN AS A REGULAR MEMBER OF THE RECREATION ADVISORY BOARD, AND APPOINTING JEFF MOORE AS AN ALTERNATE MEMBER OF THE RECREATION ADVISORY BOARD.”?**

**E. Should the Board of Trustees approve adoption of Resolution #105 entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO ADOPTING AN UPDATED THREE MILE PLAN.”?**

**F. Should the Board of Trustees approve adoption of Resolution #106 entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO APPROVING A CONTRACT WITH ACTIVE NET AND THE TOWN OF BUENA VISTA FOR RECREATION SOFTWARE.”?**

**VI. PUBLIC COMMENT**

*Citizen participation where the public can sign up prior to the start of the meeting in order to speak up to 3 minutes for matters not on the agenda or for agenda items not scheduled for Public Hearing. A response to public comment follows.*

**VII. RESPONSE TO PUBLIC COMMENT**

**VIII. BUSINESS ITEMS**

**This Agenda may be Amended**

Posted at Buena Vista Town Hall, [www.buenavistaco.gov](http://www.buenavistaco.gov), Post Office, and Public Library on  
Friday, November 4, 2016

- A. Should the Board of Trustees approve adoption of Ordinance #18 entitled “**AN ORDINANCE OF THE TOWN OF BUENA VISTA, COLORADO AMENDING SECTION 16-245 OF THE BUENA VISTA MUNICIPAL CODE REGARDING CERTAIN DIMENSIONAL REQUIREMENTS FOR THE R-3 ZONE DISTRICT.**”?

*To consider an ordinance amending Section 16-245 of the Municipal Code regulating the dimensional requirements for the High-Density (R-3) zone district relating to setbacks, lot coverages, and lot sizes.*

- B. **HEARING** –The Board of Trustees sitting as the Board of Adjustment will consider an appeal from the Town Company, LLC of Town Staff’s decisions to deny an encroachment permit to place a grease trap in the Town right-of-way, to require the extension of two fire rated stairways and to require a 2 hour rating of the North stair core for Surf Hotel located at 1012 Front Loop, Buena Vista, CO.

*The Board of Trustees, sitting as the Board of Adjustment, will hear an appeal from the Town Company, LLC on certain requirements that were applied to the Surf Hotel project.*

- C. Should the Board of Trustees, sitting as the Board of Adjustment, approve adoption of Resolution #107 entitled “**A RESOLUTION OF THE BOARD OF ADJUSTMENT FOR THE TOWN OF BUENA VISTA, COLORADO UPHOLDING THE DENIAL BY THE TOWN ADMINISTRATOR OF AN ENCROACHMENT PERMIT APPLICATION FOR A GREASE TRAP TO BE LOCATED WITHIN THE SOUTH MAIN STREET RIGHT OF WAY.**”?

*To consider an appeal of a Town Administrator decision denying a private facility to be located within Town right-of-way.*

- D. **PUBLIC HEARING** – Should the Board of Trustees approve adoption of Resolution #108 entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO APPROVING TWO AMENDMENTS TO THE SPECIAL USE PERMIT GRANTED TO THE TOWN COMPANY, LLC FOR A 44-UNIT HOTEL.**”?

*The Board will review amendments to a previously approved Special Use Permit for Surf Hotel.*

- E. **PUBLIC HEARING** – 2017 Town of Buena Vista Budget with discussions and updates regarding a Board of Trustees Information Package, Water Rates, Baseball Field Proposal, and Airport Capital Improvement Program.

*The Board will continue a hearing on the 2017 Proposed Budget and related presentations.*

- F. Should the Board of Trustees approve adoption of Resolution #109 entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO SUPPORTING THE GRANT APPLICATION FOR A LOCAL PARKS AND OUTDOOR RECREATION GRANT FROM THE STATE BOARD OF THE GREAT OUTDOORS COLORADO TRUST FUND AND THE COMPLETION OF THE BUENA VISTA MULTI SPORTS BASEBALL FIELD.**”?

*The Board will consider a resolution to support the Town’s application for grant funding from Great Colorado Outdoors.*

#### IX. STAFF REPORTS

1. Town Administrator
2. Town Treasurer
3. Public Works Director

#### X. TRUSTEE/STAFF INTERACTION

*The Board discusses items with staff and staff can bring up matters not on the agenda.*

#### XI. ADJOURNMENT

**This Agenda may be Amended**

Posted at Buena Vista Town Hall, [www.buenavistaco.gov](http://www.buenavistaco.gov), Post Office, and Public Library on Friday, November 4, 2016

## Capital Improvement Plan 2017-2021 (as of July 2016)

Department Name	Project Name	Project Description	2017 (\$)	2018 (\$)	2019 (\$)	2020 (\$)	2021 (\$)
Clerk	Laserfiche	Second phase installation of various modules	\$ -	\$ 14,000	\$ 14,000	\$ 14,000	\$ -
Administration	Town Website Upgrade	Refresh the Town's website to be consistent with branding and marketing	\$ 5,000	\$ -	\$ -	\$ -	\$ -
Administration	Recreation Software	Software that will improve tracking of facility rentals, events, and permits	\$ 5,000				
Administration	Human Resources Software	Software the will improve the way town tracks and employee on boarding	\$ 10,000				
Administration	Town Hall Repairs	Annual money set aside for capital maintenance projects	\$ 5,000				
Administration	Wayfinding Project	Continue implementing the Wayfinding, Branding and Marketing plans for the Town	\$ 60,000	\$ 109,000	\$ 112,200	\$ 97,100	\$ 90,000
<b>Administration Total</b>			<b>\$ 85,000</b>	<b>\$ 123,000</b>	<b>\$ 126,200</b>	<b>\$ 111,100</b>	<b>\$ 90,000</b>
Fire Department	Pumper Truck	Truck (\$450K)	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Fire Department	Tools	Extrication tools	\$ 20,000	\$ -	\$ -	\$ -	\$ -
<b>Fire Total</b>			<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Police	Surveillance Program	Installation of a town-wide facility surveillance systems	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Police	PD Vehicles	Replace Patrol Vehicles	\$ 40,000	\$ 42,000	\$ 40,000	\$ 40,500	\$ 41,000
Police	Radios	Replace Hand Held Radios	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Police	A/C	Replace A/C in PD	\$ 15,000	\$ -	\$ -	\$ -	\$ -
<b>Police Total</b>			<b>\$ 62,500</b>	<b>\$ 64,500</b>	<b>\$ 62,500</b>	<b>\$ 63,000</b>	<b>\$ 63,500</b>
Public Works	Eddyline Stormwater Project	Mitigate a problem with icing both in the road gutter and across the sidewalk in a commercial area that gets minimal sun during the winter months	\$ -	\$ 42,000	\$ -	\$ -	\$ -
Public Works	Railroad Embankment Crossing	Reduce the ponding of flood waters againsts the railroad embankment and eliminate the backwater impact that contributes to flooding on Highway 24.	\$ -	\$ 90,036	\$ -	\$ -	\$ -
Public Works	South Railroad Street Crossing	Elimnate the overtopping of South Railroad Street and minimize the floodplain impacts in the area around this crossing.	\$ -	\$ -	\$ 93,069	\$ -	\$ -
Public Works	Channel Rehabilitation and Culvert Crossings between Highway 24 and South Sangre De Cristo Avenue	Reduce the overtopping of six roadway crossing and contain the floodplain within a narrower channel to reduce the width and impact of the floodplain.	\$ -	\$ -	\$ -	\$ 245,800	\$ -
Public Works	Channel Rehabilitation and Culvert Crossings between West Lake Road and James Street	Reduce the overtopping of four roadway crossing and contain the floodplain within a narrower channel to reduce the width and impact of the floodplain upon area residents.	\$ -	\$ -	\$ -	\$ -	\$ 210,700
Public Works	Storm Inlet at East Main Street and Beldan Street Intersection and Piped Outfall	To divert a significant portion of the flow off of East Main Street in the area of the crosspan at Beldan Street and reduce flooding observed in this area and along Beldan	\$ -	\$ -	\$ -	\$ -	\$ 424,200
Public Works	Detention Facility at Old Landfill and Outfall to Arkansas River	To provide additional storage / water quality capacity for flows from the majority of the East Side of Town drainage and outfall to the Arkansas River.	\$ -	\$ -	\$ -	\$ -	\$ 869,000
<b>Public Works Total</b>			<b>\$ -</b>	<b>\$ 132,036</b>	<b>\$ 93,069</b>	<b>\$ 245,800</b>	<b>\$ 1,503,900</b>
Public Works	Dump Truck	Replacement of antiquated equipment	\$ -	\$ 95,000	\$ -	\$ -	\$ -
Public Works	Small Projects	Covers unforeseen smaller capital projects	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000
Public Works	Annual Maintenance	Capital maintenance projects that come up throughout the year	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
Public Works	Street Annual Improvements	Capital improvements utilizing 0.5% sales tax increase in 2010	\$ 355,900	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
Public Works	Backhoe	Purchase of new backhoe to replace antiquated equipment		\$ 90,000	\$ -	\$ -	\$ -
Public Works	Sidewalk Program	Sidewalk replacement program	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Public Works	Responsible Acceleration of Maintenance & Partnership (RAMP)	CDOT Highway 24 grant match for upgrades to drainage	\$ 500,000				
Public Works	Tennis Lights	Tennis Court upgrade	\$ -	\$ 40,000	\$ -	\$ -	\$ -
Public Works	LED Light Conversion	LED light facility upgrades	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Public Works	Main Street Light Replacement	Replace East Main Street lights and to provide additional to fill the funding gap	\$ 88,000	\$ 75,000	\$ 20,000	\$ -	\$ -
Public Works	Decorative Trash Cans	Beautification project: 2-5 New metal trash cans for Main Street	\$ 6,000	\$ -	\$ -	\$ -	\$ -
Public Works	Ventillation at PW	Exhaust fans to remove toxic gases in PW shop	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Public Works	Oil Heater	Burns used oil for heat at PW shop	\$ -	\$ 10,000	\$ -	\$ -	\$ -
Public Works	Infill Sidewalks	One block of new sidewalk where deemed necessary connectivity	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
<b>Public Works Total</b>			<b>\$ 1,134,900</b>	<b>\$ 829,072</b>	<b>\$ 461,138</b>	<b>\$ 746,600</b>	<b>\$ 3,262,800</b>
Parks and Rec	McPhelemy Park Corner Rehab	Beautification of SE corner of McPhelely Park	\$ -	\$ 30,000	\$ -	\$ -	\$ -
Parks and Rec	McPhelemy Park Cover Concert Slab	Roof over concert venue slab	\$ -	\$ -	\$ 10,000	\$ -	\$ -
Parks and Rec	Park Irrigation Replacement	Ongoing replacement of old irrigation systems in parks	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Parks and Rec	McPhelemy Park Interior Trail	Trail thru park	\$ -	\$ -	\$ 12,000	\$ -	\$ -
Parks and Rec	Town Lake Dredging	Dredging of McPhelemy Lake	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -
Parks and Rec	White Water Park Capital Maintenance	Annual Park Capital Maintenance needs	\$ 7,500	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Parks and Rec	Fleet Replacement Program	Replacement of old trucks and equipment	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000
Parks and Rec	Mower Replacement	Replacement of mowers for park maintenance	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ -
Public Works	Community Center (operating)	Paint, upgrades, etc	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
Parks and Rec	Community Center Upgrades	New flooring throughout Community Center	\$ 20,000	\$ 10,000	\$ 5,000	\$ 5,000	\$ -

Parks and Rec	Community Ctr Bath Modification	Installation of heating system to allow year-round use of bathrooms	\$	50,000	\$	-	\$	-	\$	-
Parks and Rec	Decorative Trash Cans	Increasing the number of doc								
Parks and Rec	Community Ctr Playground & Fitness	New playground and fitness center at Community Center (1)	\$	40,000	\$	-	\$	-	\$	-
Parks and Rec	Sunset Vista IV Park	New park at Sunset Vista IV	\$	-	\$	-	\$	100,000	\$	-
Parks and Rec	BV Square Optimist Park Amenities	Completion of outstanding park items (columns, planters, etc.)	\$	12,000	\$	5,000	\$	5,000	\$	5,000
Parks and Rec	Bike Racks for Parks	Installation of new bike racks within all Town parks	\$	5,000	\$	5,000	\$	5,000	\$	5,000
Parks and Rec	Phase 1 - Community Garden	Installation and tools for community garden near Police Dept.	\$	10,000	\$	-	\$	-	\$	-
Parks and Rec	Columbine Park Lift Station	Much needed sewer lift station to eliminate annual backups	\$	25,000	\$	-	\$	-	\$	-
Parks and Rec	Midland Hills Bridge Trail	New trail-Midland Hills Bridge to S. Whipple and CR304 (SECC-2 wks) (1)	\$	15,000	\$	-	\$	-	\$	-
<b>Parks &amp; Rec Total</b>			<b>\$</b>	<b>134,500</b>	<b>\$</b>	<b>170,000</b>	<b>\$</b>	<b>162,000</b>	<b>\$</b>	<b>70,000</b>
Water	Cottonwood Dam Improvements	Upper Ark Cottonwood Dam		\$10,000.00		\$15,000		\$15,000		\$15,000
Water	750,000 Gal Tank	New Water Storage Tank Debt Payment on \$1M	\$	82,000	\$	84,000	\$	86,000	\$	88,000
Water	Fleet replacement	Vehicle Replacement	\$	25,000	\$	-	\$	25,000	\$	-
Water	Surface Plant	Capital Replacements	\$	5,000	\$	5,000	\$	5,000	\$	5,000
Water	Multi-use Project - Engineering	Cottonwood Dam Expansion	\$	15,000	\$	-	\$	-	\$	-
Water	Larissa Lane Dead End Connection	Tie-In of high need	\$	25,000	\$	-	\$	-	\$	-
Water	Hydrant Replacement Program	New and replacement hydrants at vital areas	\$	20,000	\$	20,000	\$	20,000	\$	20,000
Water	Brookdale to Farwell Replacement	Replaement of 4" and 6" lines from Brookdale to Farwell along Hwy 24	\$	245,000	\$	-	\$	-	\$	-
Water	Annual Water Main Replacement	Replacing water mains as needed throughout town	\$	85,400	\$	85,400	\$	85,400	\$	85,400
Water	Well #4	new well to sevice town needs	\$	-	\$	225,000	\$	-	\$	-
<b>Water Total</b>			<b>\$</b>	<b>773,900</b>	<b>\$</b>	<b>674,400</b>	<b>\$</b>	<b>513,400</b>	<b>\$</b>	<b>298,400</b>
Airport	Courtesy Cars	Courtesy Car Replacement Local	\$	-	\$	10,000	\$	10,000	\$	-
Airport	Airport Vehicle Update	Maintenance Truck	\$	-	\$	15,000	\$	-	\$	-
Airport	Storage Facility	Snow Equipment Removal Facility	\$	500,000						
Airport	Fuel Farm Replacement and Update	Fuel Farm Replacement Airport	\$	40,000	\$	15,000	\$	-	\$	-
Airport	Epoxy Floor	Epoxy Floor in Hangar	\$	15,000	\$	-	\$	-	\$	-
Airport	Tug - Testing	Gas Powered Tug	\$	-	\$	10,000	\$	-	\$	-
Airport	Asphalt Rehab	Improvemnts to asphalt	\$	-	\$	-	\$	-	\$	175,000
Airport	Oxygen Cart	Service provided to pilots to fill oxgen tanks in aircraft	\$	5,000	\$	-	\$	-	\$	-
Airport	Helicopter Pad	Testing specific facility for helicopters to prevent user conflicts	\$	-	\$	-	\$	-	\$	100,000
<b>Airport Total</b>			<b>\$</b>	<b>560,000</b>	<b>\$</b>	<b>50,000</b>	<b>\$</b>	<b>10,000</b>	<b>\$</b>	<b>175,000</b>



**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES OF THE  
TOWN OF BUENA VISTA, COLORADO**

**October 26, 2016**

**Work Session with Town Advisory Boards Regarding 2017 Budget Requests 6:00 PM**

Present for the work session: Mayor Joel Benson, and Trustees Lawanna Best, Eric Gibb, Mark Jenkins, Duff Lacy, Phillip Puckett and David Volpe. Town Staff present were Town Administrator Brandy Reitter, Recreation Supervisor Emily Osborn, Assistant to the Town Administrator Emily Katsimpalis, Public Works Director Greg Maggard, and Town Clerk Janell Sciacca.

**RECREATION ADVISORY BOARD**

Mckenzie Lyle and Earl Richmond presented highest priority funding requests. They focused efforts on maintaining current and existing facilities. 1<sup>st</sup> priority is Community Center Park and there is \$40,000 in budget for improvements and to make it ADA compliant is another \$60,000. 2<sup>nd</sup> priority is the Rodeo Grounds. There is \$5,000 in budget – concession stand is officially condemned and grandstands should not be open underneath for access, the top railing needs replaced and the bleachers have holes in the wood. They would like to see another \$5,000 and suggested moving \$5,000 from bike racks to this project. Biggest priority project for Rec Board is the ice skating rink and they are trying to find the best and most appropriate place to build and are requesting \$20,000. This project has a champion and has been successfully raising money. The other project requests are Whitewater Park \$3,500, McPhelemy Park Shade \$5,000, Skate Park \$12,000, Community Center interior improvements \$20,000, and Community Center Circuit Workout Equipment \$1,000.

**TREE ADVISORY BOARD**

Tom Liverman presented highlighting the current year's achievements and noted there are 5 vacant positions on the board. Goals and budget requests for next year are to fill the vacant positions, \$35,000 to plant trees on Beldan and design and install irrigation, \$1,300 to continue with Arbor Day Celebration, and \$5,000 for the Adopt-A-Tree program, \$18,000 to continue Urban Forestry Management and to look at NE quadrant of Town for future tree plantings.

**TRAILS ADVISORY BOARD**

Lois Walton highlighted 2016 accomplishments and reviewed goals for 2017 being to continue working with CDOT on Arizona Street, remove gates on Airport Trail, include more town routes and rec features in the brochure, install new trail signage and rebrand old signs, conduct maintenance on the Whipple Trail, install Sunset Vista IV Trail and Peaks View Trail improvements, bikes lanes on CR350 and 313 and Highway 306 and 24, and upgrade maintenance of existing trails. The Budget requests are \$4,000 for information panels, \$4,500 for Southwest Conservation Corp, funding for Gregg Drive Trail paving, \$30,000 Peaks View Trail, \$13,000 for Railroad Trail paving, funding for maintenance on bike/pedestrian trails, \$20,000 for Midland Hills Bridge Trail and \$3,000 for design and printing of new brochures.

**BEAUTIFICATION ADVISORY BOARD**

Joy Duprey presented reviewing the board's requests of \$27,350 which include \$10,000 for xeric curbside education gardens, \$2,730 for annual flowers, \$2,920 for metal benches for East Main, \$2,400 for holiday light pole wraps, \$3,000 for lighted skylines across east Main and Hwy 24, \$3,200 for Optimist Splash Park holiday tree, \$2,200 for welcome and event banners, and \$900 for event flags for Main Street.

Benson thanked all the advisory board members for attending and stated they do not get as much appreciation as they deserve. He reminded that specific items may not be debated now, but will be discussed during upcoming budget hearings. After multiple clarifying questions from the Trustees, the Work Session ended at 6:54 PM.

**CALL TO ORDER :14**

A Regular meeting of the Board of Trustees was called to order at 7:00 PM on Wednesday, October 26, 2016 at the Buena Vista Community Center, Pinon Room, 715 E. Main Street, Buena Vista, Colorado by Mayor Benson.

**ROLL CALL :41**

Town Clerk Sciacca proceeded with the roll call and declared a quorum.

Present were Mayor Joel Benson, and Trustees Lawanna Best, Eric Gibb, Mark Jenkins, Duff Lacy, Phillip Puckett and David Volpe.

Town Staff present were Town Administrator Brandy Reitter, Town Attorney Jeff Parker, Principal Planner Mark Doering, Planner I Scott Reynolds, Treasurer Michelle Stoke, Fire Chief Dixon Villers, Public Works Director Greg Maggard, Assistant to the Town Administrator Emily Katsimpalis, Recreation Supervisor Emily Osborn and Town Clerk Janell Sciacca.

**PLEDGE OF ALLEGIANCE :54**

Mayor Benson led the Pledge of Allegiance.

**AGENDA ADOPTION 01:18**

**Motion #1** by Trustee Best and seconded by Trustee Puckett to adopt the agenda as presented.  
**Motion carried, 6-0.**

**CONSENT AGENDA 01:39****A. Minutes**

1. Regular Meeting – October 12, 2016
2. Planning Commission – October 5, 2016
3. Airport – September 20, 2016
4. Beautification – September 1, 2016
5. Economic Vitality – July 19, 2016
6. Economic Vitality – August 16, 2016
7. Economic Vitality – September 20, 2016
8. Historic Preservation – August 31, 2016
9. Tree – August 4, 2016

**B.** Should the Board of Trustees approve adoption of Resolution #98 entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO ADOPTING THE REVISED RECREATION FACILITIES MASTER PLAN OF 2016.**"?

**C.** Should the Board of Trustees approve adoption of Resolution #99 entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, CERTIFYING DELINQUENT WATER ASSESSMENTS TO THE CHAFFEE COUNTY TREASURER**"?

Sciacca noted a correction to the minutes being to change the call to order date from September 28, 2016 to October 12, 2016.

**Motion #2** by Trustee Puckett and seconded by Trustee Jenkins to approve the Consent Agenda as amended. **Motion carried, 6-0.**

**PUBLIC COMMENT 02:15**

David Butler, 30841 County Road 356-04, spoke regarding the Remote Control (RC) Airfield. He distributed a diagram of the existing facility with the existing North/South runway and reviewed a proposal to add a graded east/west runway to be paved in the future. He has a contractor to perform the job but seeks approval and funding from the Town.

**RESPONSE TO PUBLIC COMMENT 06:00**

Mayor Benson thanked Butler and recommended he work with the Recreation Board and Town Staff. Gibb noted there is a growing population of Senior citizens in the community and felt the Town should pay attention to all age groups and this should be considered now or in the future.

**BUSINESS ITEMS****PUBLIC HEARING - Should the Board of Trustees approve adoption of Resolution #100 entitled "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO APPROVING A MINOR DEVELOPMENT FOR THE PROPERTY LOCATED AT 401 NORTH HIGHWAY NORTH HIGHWAY 24."? 08:53**

Applicant Sam Mick, 401 North Highway 24, stated he is requesting to split the former tire shop (now Little Daisy Liquor) and Family Dollar off the property. Doering presented the Staff Report and reviewed a PowerPoint presentation detailing the specifics of the project. Doering stated both Planning Commission and Staff were recommending approval with only one condition being "The Final Plat shall include all utility and access easements as required by the Principal Planner."

Mayor Benson opened the Public Hearing and opened the floor to public comment. There being no one wanting to address the matter, the floor was closed to public comment. After clarifying questions regarding easements and parking, Mayor Benson closed the Public Hearing.

Mayor Benson reminded the Trustees they were looking at subdivision requirements. Benson then asked if this parcel was not 25 feet wide and how this is reconciled within the code. Doering replied lot width is measured on the side with the front being technically along Arkansas which is 57 feet wide. Parker agreed the width is measured along the street frontage and the code interpretation was reasonable.

**Motion #3** by Trustee Puckett and seconded by Trustee Best to approve Resolution #100 as presented with the recommended condition. **Motion carried, 6-0.**

**Should the Board of Trustees approve adoption of Resolution #101 entitled "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO ADOPTING THE 2016 CHAFFEE COUNTY HAZARD MITIGATION PLAN."? 26:58**

Chaffee County EMS Manager Phil Graham presented stating this is a collaborative plan that originated about 1.5 years ago to identify every County threat. It is comprehensive and received only minor comments during the public comment process. It was reviewed by State Homeland and FEMA and referred back to the County and Towns/Cities for formal adoption. Chaffee County and Poncha Spring have already adopted the plan and Salida will adopt it November 1.

**Motion #4** by Trustee Best and seconded by Trustee Lacy to approve Resolution #101 as presented. **Motion carried, 6-0.**

**Should the Board of Trustees approve adoption of Resolution #102 entitled "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO APPROVING THE EXECUTION OF A CONTRACT WITH ALL WEST OF COLORADO, LLC FOR THE 2016 TREE PRUNING PROJECT IN BUENA VISTA."? 36:43**

Maggard presented the Staff Report and reported the one bid received was very close to what was budgeted.

**Motion #5** by Trustee Lacy and seconded by Trustee Gibb to approve Resolution #102 as presented. **Motion carried, 6-0.** Best, aye; Gibb, aye; Jenkins, aye; Lacy, aye; Puckett, aye; Volpe, aye.

**Should the Board of Trustees approve adoption of Resolution #103 entitled "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO APPROVING THE EXECUTION OF A CONTRACT WITH MILES CONSTRUCTION COMPANY, INC. FOR 2016 ASPHALT PATCHING SERVICES."? 39:20**

Maggard presented the Staff Report stating this is another annual maintenance item to patch water breaks or other failing areas. It is in the budget. Jenkins asked if there is a fee for street cuts. Maggard

replied there is a deposit that is returned if the contractor repairs the street or the Town keeps the money and makes the repair.

**Motion #6** by Trustee Lacy and seconded by Trustee Gibb to approve Resolution #103 as presented.  
**Motion carried, 6-0.** Gibb, aye; Jenkins, aye; Lacy, aye; Puckett, aye; Volpe, aye; Best, aye.

#### **PUBLIC HEARING – 2017 Town of Buena Vista Budget.41:30**

Mayor Benson reported the budget was introduced at the last meeting and clarified this is the first Public Hearing in a series of meetings before the end of the year. Following discussion relative to the processes, Mayor Benson opened the floor to public comment. There being no one wanting to speak, the floor was closed to public comment.

Gibb asked Staff to help him understand the Town's exposure regarding the affordable housing project in the 2017 budget. Reitter replied there is \$300,000 in the water fund and the Town will be applying for a related grant. There is also a \$350,000 GOCO grant being applied for and that is a total grant cost so Town is not paying \$300,000. Town was awarded the tax credit project last month and engineering is being done. The Town is working with Urban Inc. on those so she does not have those numbers right now. Benson added the GOCO grant is for the Baseball field so there is approximately \$85,000 net from the Town to that assuming the grant is received. He also added the idea on the water line is either a Community Development Block or Energy Impact Grant so that number could be \$100,000. All these numbers are up for discussion with Urban Inc. Gibb asked that there be a not to exceed number agreed on. Benson stated there was \$300,000 for expenditure and \$195,000 revenue so those needed to be matched up. Reitter replied whenever the costs are received from Urban Inc., Al Blum and his group will come up to address the Trustees. Puckett was concerned about plug numbers being input and this comes across at the Town is committing to the project. Lacy asked when the Baseball Field number would be received. Reitter replied she just received the designs today which have to be approved before the numbers can be put together. She will have those numbers before the budget is approved for the field. Urban, Inc. is a different story and they need to come up with number first. She is hopeful to have them before the budget is approved. Benson suggested either not putting the numbers in the budget until more is known or keep them in the budget as placeholders into November and then reevaluate if the numbers aren't received. After additional discussion the Board generally agreed to leave this in the Water Fund for the time being and keep an eye on it. Lacy then brought up the \$500,000 for the Highway 24 project seeking clarification on it being set aside. Reitter replied it was set aside in fund balance but two years of small and annual projects were deferred to help get to that point. Benson stated the Town does have the \$500,000.

Gibb requested to have a discussion about the Town Administrator Assistant position and pros/cons of a contract position versus FTE. Benson reminded there was a need and the Town created a 2 year position. The need has continued and the benefits were paid as if it were a FTE position. Gibb wanted to talk about why a 2 year contract is better than an FTE. Puckett agreed and wanted to know what the job description is now. Reitter stated she would provide the Trustees a list at the next meeting. Gibb then stated he was confused and concerned about how numbers come to the budget citing differences between advisory board requests and Town Staff requests. He felt there should be better continuity in the process. Reitter stated there are a lot of moving pieces and both Staff and Advisory Boards try to do their best to reconcile everything. Gibb next requested a discussion about budgeting for an infrastructure fund. Stoke advised this is not in the budget but it is a committed fund balance item and explained monies are held aside as committed fund balance. Gibb asked for clarification between an uncommitted infrastructure projection and a budgeted item. Stoke replied to be put in the budget the Town has to know who it is for and how much it is but right now the money is being set aside and earmarked for re-appropriation out of a committed fund balance in to an amended budget. After additional discussion Benson suggested putting this in a capital improvement plan and building projects in. Puckett agreed and felt the Town should start moving on projects faster if possible. Reitter clarified that the Town will be taking the infrastructure investment idea and instead of doing that just budget for the projects in a 5-10 year plan. The Board generally agreed. Gibb inquired about \$300,000 for Pinon. Benson stated it was on page 96 and is a wish list item. Reitter has a water rate model to present at some time with the Town paying for the whole thing with a lien or other recovery method with the lot owners repaying the Town over 5 years. Gibb also asked

about the electrical car charging stations and usage figures. Reitter stated those could be presented at the next meeting.

Puckett questioned page 19 of the budget where the combined sales tax is listed at 7.4% and not 7.9% with Town's portion being 2.5% and .5 is dedicated to street improvements. Reitter will double check those numbers.

Volpe stated he was confused by the wish list items versus items already in the budget. Benson clarified things in the budget are already prioritized by Staff while wish list items are other items that can be put in if there is extra money. There are also things in the budget that the Board can take out and then those are evaluated by the Trustees.

Benson stated there is a conservative increase of 3% increase in sales tax and budget and with that there are wages and benefits that are pulled from the water fund so the total net increase is really greater than what the Board sees. He just wanted to point that out. He then inquired about the Storm Water Management Fund and Water Fund. Parker stated those would be established by resolution if the Board decides to go forward. Benson inquired if half Reitter's wages were moved over to the Water Fund, why the number is still so high. Reitter replied in 2016 some of the wages were moved to the Airport, but in 2017 that would not be possible or the fund would be depleted. Puckett felt by doing this the true cost of the Airport was not being shown. Lacy agreed. Reitter stated that was correct and after additional discussion she agreed Staff would look at allocating the expense different and the Board stated they would like it to be reflected accurately and appropriately based on accounting principles.

The Board then went line by line through the worksheets starting on page 41 of the budget document asking questions and receiving clarifications from Staff. They agreed to place multiple items on the "wish list" for further discussion during upcoming meetings but did not eliminate any specific items. Benson then stated he would like to visit the Capital Improvement process separately. He encouraged the Trustees to bring budget questions in the future and Lacy suggested emailing clarifying questions to both Stoke and Reitter.

**Motion #7** by Trustee Lacy and seconded by Trustee Puckett to continue the Public Hearing on the proposed 2017 Town of Buena Vista budget to November 9, 2016. **Motion carried, 6-0.**

The Board of Trustees took a brief recess at 9:44 PM and returned to regular session at 9:46 PM. Trustee Best left the meeting at this time due to illness.

#### **Discussion regarding Community Support Funding Requests. 02:45:55**

Benson reminded the Board of the origination of these monies and noted the funding has been increasing annually. This year the amount available is \$17,615 and the requests are \$41,490. The Board can add these to line items, put them on the wish list, and so on. Part of him says that many of the requests come back year after year and are always funded so maybe the Board should just give them the money rather than revisiting each one. Gibb clarified and confirmed the total amount to give away and then stated he wanted to see historical award information. Benson said if the Board wanted to continue with the same process he would say the EDC is already a line item, the Boy Scout request could be pulled off, and the Board can take the rest of the list at the next meeting and decide what to give each. Puckett asked if any of the requests were new. Benson replied the Chamber mobile app was new but was a wish list item. Volpe clarified the \$5,000 request is a separate amount and Reitter confirmed it is an ongoing maintenance fee. Jenkins inquired about the \$6,000 fireworks. Benson replied it is requested annually. Lacy felt the mobile app should be dropped and Gibb agreed stating ongoing items should be taken out.

**Motion #8** by Trustee Lacy and seconded by Trustee Puckett to move the Boy Scouts \$920 flagpoles and installation request to a budget line item. **Motion carried, 5-0.**

**Motion #9** by Trustee Gibb and seconded by Trustee Puckett to move the American Legion Post 55 July 4<sup>th</sup> Fireworks contribution of \$2,000 to a budget line item. **Motion carried, 5-0.**

Volpe inquired if the available \$17,000 was reduced by these amounts. Benson stated it was a good point, and the Trustees felt that was another question to be addressed. Puckett asked how the housing trust was different. Benson stated it was funded at least once before. The Trustees agreed they did not want to have presentations and will decide on the amounts at the next meeting with historical information and updated numbers. There was discussion about the Community Dinner funding and the Board generally agreed that group can make a separate request to the Trustees for 2017.

**Request to Appropriate Funds to Pay CDOT Highway 24 Project Invoice. 02:59:29**

Benson introduced and stated the two invoices are not officially in the budget but are part of the \$500,000 RAMP fund which requires official allocation for payment and will reduce the 2017 budgeted amount. Stoke added that a Public Hearing will be conducted when this and all other appropriations that occurred throughout the year are brought back to the Board.

**Motion #10** by Trustee Lacy and seconded by Trustee Jenkins to approve the \$86,637.71 appropriation to pay CDOT as presented. **Motion carried, 5-0.** Jenkins, aye; Lacy, aye; Puckett, aye; Volpe, aye; Gibb, aye.

**Request to Appropriate Funds to Purchase Recreation Program Software. 03:01:18**

Osborn stated the Recreation Department has been growing rapidly over the last few years and have gone over in revenue each year. This year there is \$22,000 remaining in wages and Staff is requesting to use those funds to purchase this software. There is no annual fee. Reitter thanked the Rec Staff for putting the proposal together and for talking this vendor down from \$22,000 to \$17,000. Fees will be collected by the vendor through their website and deposited into the Town's account on a regular basis.

**Motion #11** by Trustee Lacy and seconded by Trustee Gibb to approve. **Motion carried, 5-0.** Lacy, aye; Puckett, aye; Volpe, aye; Gibb, aye; Jenkins, aye.

**3<sup>rd</sup> Quarter Financial Report. 03:04:42**

Benson thanked Stoke for the report. She drew attention to the Fund Balance Reports stating there was some question as to what is held aside, committed, uncommitted, reserved, restricted etc. so she provided reports with each fund drawn out. Puckett asked if the Town already had September revenue and Stoke replied yes, cash basis revenue and accrual is August sales tax received in October. The sales tax looks fabulous but the misleading part is that there are other periods in there that were reported for in August by some vendors.

**3<sup>rd</sup> Quarter Strategic Objectives Monitoring Report. 03:07:20**

Reitter reviewed the report briefly stating the Town is seeing more projects completed and those are noted in the status spreadsheets. Staff is monitoring 71 projects. 23 have been completed and 29 are in progress while others are delayed, on hold, or being scheduled. She reported Trustee Puckett asked her to include information on community engagement in the report. While this is done day-to-day with the various advisory boards, the Town does go out of its way to do other things as well. One such thing coming up is a Developers Forum which will provide feedback on the development process and Planning Department. There is also a monthly newspaper column along with Facebook and other social media postings. Gibb said he was excited about the forum and felt the feedback from the group could flavor the conversation about the Building Department. Benson stated he was not at the meeting regarding SAFEbuilt, but shared his thoughts that the Town must work more with Bob and the County to provide opportunity for improvement before switching to a vendor. The Board could then revisit after the County has had time to make corrections and then have SAFEbuilt resubmit. Lacy agreed and felt it was important to try correct the problems first. He was surprised the County was not involved in the proposal. Reitter stated the County was given the proposal and the County Administrator was noticed that the Town would like to achieve most of the things the vendor was offering. Gibb stated he heard from several developers that the County was easy to work with and Puckett said he received that feedback as well. Gibb felt it would interesting to see if those comments changed when there was a larger group together.

**STAFF REPORTS**

Town Administrator **03:15:26**

- Staff Report is in the packet and Reitter stated it really included updates already talked about
- Benson asked if Economic Development Summit and Economic Development Strategy RFP dovetail in to one another and Reitter replied they do.
- Puckett asked about the Urban Inc. Housing Career Fair and Reitter reported this is a career fair for the housing project and Urban, Inc. will be looking for contractors, subcontractors, electricians, plumbers, etc. and their goal is to use as many local contractors as possible to make this a community project and put the money back into the local community.

Town Treasurer **03:19:41**

- Sales Tax graphs in report do not reflect a breakdown of the County portion and those numbers are pushed up in sales and the numbers are stratified as far as segments to give a better idea of what sales tax did.
- The difference between August 2015 and August 2016 is 8.5% and without a weekly report it is impossible to see if any of the increase is attributable to the Vertex Festival.

Town Clerk **03:25:33**

- Staff Report is in the packet.

Principal Planner **03:26:03**

- UDC consolidated draft received from consultants.
- December 7 starts the discussions on the Land Use Code which will go online after Staff review and comment.
- November 7 is the Developers Forum.
- Affordable Housing Summit information is forthcoming.

**TRUSTEE/STAFF INTERACTION 03:28:13**

Benson noted the request for a letter of support for the Fourteener Initiative. The Board agreed to let Benson write, sign and send off a letter similar to last year.

**Motion #12** by Trustee Lacy and seconded by Trustee Puckett to approve the fee waiver requests for the Cub Scouts and VITA Tax use of the Community Center. **Motion carried, 5-0.**

Benson thanked Staff for working so hard on the budget.

Maggard reminded the Trustees he needs their roadway section survey comments back for incorporation into the Complete Streets Policy.

Katsimpalis reported the Town is trying to recruit businesses to participate in Small Business Saturday on November 26. There are close to 20 businesses participating at this time offering discounts or specials.

**ADJOURNMENT 03:32:45**

**Motion #13** by Trustee Lacy and seconded by Trustee Volpe, noting that there being no further business to come before the Board, declared that the meeting be adjourned at 10:32 PM. **Motion carried, 5-0.**

Respectfully submitted:

\_\_\_\_\_  
Joel Benson, Mayor



\_\_\_\_\_  
Janell Sciacca, CMC  
Town Clerk

## Minutes of the Regular Meeting of the Buena Vista Planning and Zoning Commission

October 19, 2016

### CALL TO ORDER

A regular meeting of the Planning and Zoning Commission was called to order at 6:01 p.m., Wednesday, October 19, 2016 at Buena Vista Community Center, 715 E Main Street, Buena Vista, Colorado by Acting Chair Annie Davis. Also present were Commissioners Estes Banks and Tim Bliss, and Alternate Commissioner Lynn Schultz-Writsel. Vice Chair Preston Larimer arrived later in the meeting. Staff Present: Principal Planner Mark Doering, Planner I Scott Reynolds, and Planning Technician Jill Abrell.

### PLEDGE OF ALLEGIANCE

Acting Chair Davis led in the Pledge of Allegiance.

### ROLL CALL

Abrell proceeded with the roll call and declared a quorum.

### AGENDA ADOPTION

Davis called for approval of the agenda. **Motion #1** by Bliss seconded by Banks to adopt the agenda as presented. Motion carried.

### APPROVAL OF MINUTES

Bliss motioned for approval of the October 5, 2016 minutes. **Motion #2** was seconded by Schultz-Writsel. Motion carried.

### PUBLIC COMMENT

Davis opened the public comment portion of the hearing at 6:03 p.m. With no comments received, the public comment portion of the hearing was closed at 6:04 p.m.

### NEW BUSINESS

#### **Recreation Master Plan**

Emily Osborn, Recreation Supervisor for the Town of Buena Vista, rose to present to the Commission the Recreation Master Plan. She was joined by Ashley Davis, Recreation Program Coordinator. Osborn noted that the Recreation Master Plan was last updated in 2011 and that since most of those goals had been met, they decided to make a set of new goals. Osborn stated that the mission of the Recreation Department is to facilitate affordable and inclusive recreation services that meet the needs of the community. She noted that they offered a diversity of programs and held special events in addition to supporting special events that were hosted by the community. She mentioned that they have a Recreation Advisory Board that meets one time a month. Osborne noted that the Town had several existing parks which both the Recreation Advisory Board and Recreation Department hoped to maintain and prioritize above creating new facilities.

Osborne then noted the short term improvements as outlined in the Recreation Master Plan, including improvements to the community center, baseball field, Sunset Vista IV, and a community garden sponsored by Madison House. She also noted that the Miracle on Ice Practice Rink was listed as a new goal and that they are trying to find the best location for it but that it has already been purchased. Osborne continued by stating that the next priority to create a Master Plan for the Rodeo Grounds that would help address safety issues.

Osborne noted that some of the necessary upgrades for the Community Center were new blinds, carpet, and tile, and eventually new roofing. She noted improvements to the Skate Park would be to expand the concrete to create a better entry. She continued by stating that White Water Park improvements always included \$3,500 that was donated and a \$3,500 match from the Town and that the money was used for mitigation and maintenance. Osborne then went on to state that they usually hold Concerts in the Park at McPhelemy Park but that at times they have last minute location changes due to weather which hurts attendance. She noted one of the goals is to have coverage at the park or to be able to set up a tent. Finally, she noted that in the design for the Splash Park, there was an idea to have a shade structure and that they would like to include that addition in the budget for next year.

Osborne then discussed long range improvements and noted that there is a need for a gym. She explained that the Town currently uses the gyms at schools in the community, but with school programs and recreation programs both growing, the Town needs its own gym to avoid timing problems. She noted the Community Center was listed again for a long-range goal because it was something that would continually need improvements. Osborne stated that the Skating Rink was also listed as a long-range goal as the plan is to complete it in phases, including later adding a shade structure and adding lights.

Osborne noted that Millie Crymble Park would likely need some improvements in next five years and that Forest Square Park has issues with the tree roots destroying the concrete of the basketball court. She noted that they hoped to possibly reposition the concrete slab or create a new concrete slab in the future. She stated that the pickle ball program growing and would Recreation Department would like some outdoor pickle ball courts, and that those could potential be a part of Forest Square Park. Finally, she noted that there is money dedicated to Sunset Vista IV, but since the subdivision currently does not have infrastructure, it's not a top priority for the Recreation Advisory Board.

Osborne concluded by requesting that the Planning and Zoning Commission recommend to the Board of Trustees approval of the Recreation Master Plan.

Davis noted that she was impressed with the plan. Banks asked for greater detail regarding what all a new gym would encompass. Ashley Davis responded that the gym facility would start as two basketball courts that could be used for four volleyball courts, indoor soccer, and pickle ball. She stated that the intention is to build in phases and later add work out equipment and a track. Banks recommended that it be called a multipurpose athletic facility instead of a gym. Banks also recommended that they budget for a Zamboni for the skating rink. He also noted that there was potential to host baseball tournaments in Buena Vista if the Town had better and more fields, at least four, for baseball and softball. He noted that Cooperstown would be a good example to look at for baseball fields and tournaments.

Larimer questioned how the Recreation Department and School District collaborate and inquired if the school bond issue would affect the needs of the Recreation Department. Ashley Davis responded that a new gym would not fix the issue as there are still problems with the timing of programs but she also noted that a new gym would eliminate some of the strain on the Recreation Department. She noted that both entities had programs that were growing too fast for a new gym to be a complete answer. Larimer

followed up by asking about the existing slab near the Community Center. He wondered if it could be used for pickle ball since it cannot be used for the skating rink. Osborne noted that the existing concrete slab would have to be expanded but it is plausible; she stated that it would have had to have been doubled for the skating rink which isn't possible.

Banks inquired about potential locations for the skating rink. Osborne responded that there is an area near the dog park which would only slightly change the dog park. She noted concern of not wanting to build it in a location where a potential recreation center could go.

Bliss inquired how the skating rink priority level was determined. Ashley Davis responded that two years ago, an inventory was done of all existing facilities and of all that needed to be accomplished by staff and the Recreation Advisory Board. From there, things were ranked, and priorities were determined based upon those rankings, available funding, and existing facility space.

Bliss followed up by asking about the feasibility of putting a skating rink where it would have to be shaded to be kept frozen. He noted that it seemed like a lot of money for a skating rink. Osborne commented that the priorities also depend on existing funding in addition to how well the projects are championed by community members.

Larimer asked for clarification regarding if priority referred to what was wanted the most or what would be constructed first. Osborne responded that priorities were based upon the desires of the Recreation Department and the Recreation Advisory Board, but that what gets funded and the actual approved priority list is the responsibility of the Board of Trustees to determine. Ashley Davis added that whatever has more community support and is championed usually gets done first. She noted with the last Recreation Master Plan, some of the projects that were lower priority, such as the dog park, were done first because they had community support and community members raising money to ensure it was accomplished.

Larimer asked if there was any progress on the old gymnasium behind court house. Osborne stated that they are waiting for a final report to see what work needs to be done or if it simply has to be condemned. Bliss asked when the results would be done. Osborne replied that they were expecting to have the report next month, but that Emily Katsimpalis, Assistant to the Town Administrator, was working with them. Bliss noted that that would be after the Recreation Master Plan gained approval.

Schultz-Writsel inquired about fundraising efforts for the skating rink. Osborne stated that they had raised about \$6,000 in individual donations and that Eddyline would be donating profits from a fundraising dinner. She also noted the potential for additional fundraisers. Osborne added that this year the Recreation Department is working on a GOCO grant for the baseball field but they are considering applying for a GOCO grant next year for the skating rink. She explained that they did not do both this year as they did not want the projects to compete with each other. She stated that Paul Moltz of ACA will work with the Town to provide a good price for the concrete and that they have a company that is willing to donate their time and pour the concrete pro bono.

Larimer inquired if, once completed, the rink would be similar to the one in Gunnison. Osborne replied that it would happen in phases, the first one being to pour the slab and install the skating rink. The second phase would be making it ice and add a shade structure, and phase three would include adding in lights and possibly a building. Banks noted that an ice rink will draw people and that he believed it would be used all 12 months of the year. Larimer followed up by noting concern with the feasibility of having an ice rink in the winter without refrigeration and that perhaps more studies should be completed. Osborne

noted that even if it doesn't become an ice skating rink, that it will still be a skating rink and provide recreational opportunities.

Doering noted that the Recreation Master Plan came in front of Planning and Zoning Commission in order to keep them in the loop since it is related to planning for the Town and to garner support for the Recreation Department to present to the Board of Trustees so they know the Commission did have a chance to review it.

Banks inquired where we stand with a recreation center. Osborne responded that first we need to create a recreation district which would have a slight tax increase and would need to be voted on. She stated that with the school bond on the ballot this year, they held off on the recreation district as that would be the same district and they did not want to compete with the bond issue. She noted that the outcome of the school bond will affect the possibility of a recreation district. She stated that if they do decide to move forward with it, they will create a subcommittee and it will go to vote. If approved, they can create a recreation district and then a recreation center.

Bliss inquired if there will be community input on the prioritization of goals for the Recreation Department. Ashley Davis replied that input comes from members who have a project and who want to champion their project. She added that the Recreation Advisory Board is made up of community members who are involved and bring stuff that they feel are wanted in the community. Osborne clarified that the board is made up of seven members and two alternates.

Bliss commented that he supported the ideas that were put forth and that he believes the Recreation Advisory Board had done a good job and utilized their resources well.

With no further discussion, Larimer motioned to recommend to the Board of Trustees approval the 2016 Buena Vista Recreation Master Plan. Bliss seconded and **Motion #3** carried unanimously.

Osborne thanked the Commission for their time and noted that Recreation Advisory Board meetings are 7:30 a.m., the second Wednesday of every month in the Aspen Room if they would ever like to attend.

### **R-3 Zone Changes**

Doering then presented the proposed amendments to the dimensional requirements for the R-3 high density zone district. Doering noted that these requirements are listed in Section 16-245 of the Municipal Code.

Doering began by reviewing the three different residential zone districts in Town:

1. R-1 low density. Doering noted that this zone district is meant for fairly large lots and fairly large homes but homes that aren't that tall. He noted that these are largely lots on the west side of Town and that the principal use in this zone district is for single family residential (SFR) detached dwelling units;
2. R-2 general density. Doering stated that the principal use for the R-2 zone district is residential but that this zone does allow for greater coverage and higher density due to smaller lot sizes;
3. R-3 high density. Doering noted that the R-3 zone district was established to provide not only for SFR but also Multi-Family Residential (MFR) which allows for denser development to occur.

Doering explained the reasoning behind the proposed changes. He noted that the Comprehensive Plan dedicates Chapter 4 to housing and discusses the need for housing and for various types of housing. He

noted that it can be financially difficult to live in Buena Vista and that finding housing is also a challenge. He noted that there is not a lot currently on the market for sale and even less available for rent. Doering noted that there are potential roadblocks that don't incentivize new development and that one of the first goals listed in Chapter 4 of the Comprehensive Plan is the development of a range of housing types. He stated that staff review found that the R-3 zone district doesn't have dimensional requirements that encourage high density development.

Doering then discussed the three different areas zoned R-3 in Buena Vista:

1. TriVista, a subdivision that currently has nine units built out of a possible 63. He noted that they are triplexes that have condominium ownership, so they are made up of three buildings per unit. He reiterated that only three buildings out of 31 possible buildings have been constructed.
2. Adobe Village apartments, which were developed as multifamily apartments.
3. Mountain View Addition #2 subdivision, which is currently mostly vacant except for a couple of apartment buildings at the end of Antero Circle.

He summarized by stating that there are not a lot of areas zoned R-3, and of the ones that are, there has not been much development.

Doering then reviewed definitions of lot width, lot area, and lot coverage. He noted that all three zone districts have a lot width of 65 feet, so the R-3 dimensional requirement does not allow for higher density as intended. He commented that the business zone districts and the Old Town Overlay district allow for 25 foot wide lots. Doering stated that the R-1 zone district has a minimum lot area of 6,500 square feet but that both the R-2 and R-3 zone districts have a minimum lot area of 6,000 square feet thus providing no advantage to the R-3 zone district. Doering explained that lot coverage is the percentage of the lot that is allowed to be built upon. He then explained setbacks and requirements.

Doering continued by reviewing different dwelling types. He noted that a two-family or duplex dwelling allows for two families on one property and that multifamily allows for three or more dwelling units on a property such as an apartment or condominium. He commented that row houses and townhouses are situated in a row and built wall to wall with firewalls to prevent damage.

Doering then showed the dimensional requirements listed in Section 16-245 of the Municipal Code and highlighted the R-3 section, noting that there is no density gained with the requirements shown for lot size or lot width. He stated that the dimensional requirements do not match the intent of the zone district. He clarified that row houses are allowed on smaller lots since they are built wall to wall and discussed the setback requirements for row houses. He noted the differences of requirements for lots zoned R-3 Crossman's Addition (CA) and R-3 Old Town (OT).

Doering stated that the proposed new standards would allow for more density with smaller lot sizes, a minimum lot width of 25 feet, changes to the setbacks, and increased allowable maximum coverage. He then showed an updated proposed table with the proposed changes to the dimensional requirements. He reviewed proposed changes to the requirements for row houses and discussed how these changes would distinguish between interior and exterior units. He noted that these changes allow for narrower units and greater density.

Doering reviewed the proposed changes to the R-3 dimensional requirements for Crossman's Addition, noting that currently there is no property zoned R-3 CA. He stated that there are no proposed changes to the dimensional requirements of R-3 OT.

Doering discussed additional provisions that were added that address row houses, minimum lot widths, and setbacks. He noted that with these proposed changes, no windows would be allowed on row houses that were built on property lines as there are fire separation requirements.

Doering summarized by stating that staff is proposing changes that would include smaller lot and tighter setbacks which would allow for more development of high density residential. He stated that staff does recommend that the Planning and Zoning Commission make a recommendation to the Board of Trustees that these regulations are worth changing.

Bliss inquired if any area other than Mountain View Addition would be affected by these changes. Doering replied that presently, this would have the greatest impact on development in Mountain View but noted that TriVista is not completed and so they could fall under these new regulations. He added that TriVista has a condominium association that could also affect dimensional requirements.

Davis opened the discussion for public comment.

Dan Cooper of 17570 Trout Circle, Buena Vista, rose to address the Commission. He stated he was with Century 21 and that he has been working on affordable housing for the past two years. In 2015, Mr. Cooper helped present for the Affordable Housing Task Force to the Board of Trustees which outlined four actions to take. He stated that the recommendation was approved unanimously. Mr. Cooper reviewed the barriers to a vigorous affordable housing program, stating that they included sentiment from community members, noting the problem with the "not in my back yard" (NIMBY) sentiment; he noted that the newspaper was helpful in addressing this issue by discussing the "faces" of affordable housing, which would include people with professions such as teachers and firefighters. He continued by stating that another barrier was advocacy from the Commission, which should be a strong advocate and create policy tools to be approved by the Board of Trustees; funding for infrastructure and incentives to encourage private developers; and community outreach to let community members know that the Buena Vista Administrator and the Board of Trustees encourage people to come forward with ideas for partnerships when land use code is being devised.

Mr. Cooper continued by stating that since then, there have been some results. He stated that several months ago, he spoke to the Board of Trustees about the land swap, of which he was very supportive. He commented that the cost of infrastructure was the biggest barrier at that point. He noted the cost of infrastructure for different development sizes and commented that given the expense of infrastructure, the best way to create affordable housing is with increased density. He supported staff's proposals and stated that what is being proposed with these R-3 changes takes that into consideration. He added that the townhouse and row house concepts were an important aspect. Mr. Cooper stated support for Brandy Reitter, Town Administrator, and her staff, along with the Board of Trustees, and applauded their efforts for providing a continuum of options for affordable housing and noted that Buena Vista is ahead of neighboring communities when it comes to addressing this issue. Mr. Cooper then passed around a Housing Continuum graph (attached to minutes). He noted that Chaffee County Habitat for Humanity (HfH) is considering expanding their program but commented that both HfH and Urban Inc. are for the lower half of the continuum, and that the proposed Farm Subdivision would address affordable housing at the higher end of the continuum.

Mr. Cooper stated that the Housing Continuum Chart was presented by Wendell Pryor at the last Chaffee County Housing Initiative. Mr. Cooper stated that initiatives and being able to work together are allowing

Buena Vista to progress in a way that is not going to cost a significant amount of money to the Town and encourage development in a business-friendly manner.

Davis thanked Mr. Cooper for his hard work.

Charlie Chupp of 18360 Camino del Norte in Buena rose to address the Commission. Mr. Chupp owns Mountain View Addition #2 and would like to work with the portion of the market that is 70-125% of the median income. He stated that his focus is to create high quality neighborhoods and not just housing, but that he wanted the houses to be individually owned and affordable to the workforce. Mr. Chupp noted that he moved here about three and a half years ago and noticed a massive summer influx but that there was no sustainability through the winter. He commented that Buena Vista has grown a lot since then. Mr. Chupp stated his desire to find a way for people to afford to live here, and not just have the options of high cost or low quality housing. He noted that he would like to help take away obstacles to address this. Mr. Chupp commented that with his background in manufacturing and construction, he analyzed the whole value process and looked at how to create a great product at an affordable price. He declared that the municipal code is a critical part of the process. Mr. Chupp explained that when the cost of infrastructure is high, it creates high costs when the code doesn't allow for much development on a single lot, leading to a lack of affordable housing. He noted that he and Mr. Cooper, and the others they have been working with, are focused on three basic things: high quality, well designed homes; architecturally interesting designs and not just block buildings; and making it fee simple, which allows an individual to buy the house and the land instead of focusing on rentals or condominiums. He stated that there is a demand to sell houses year round and that this will help the Town solve the housing crisis. He concluded by stating his support for the proposed changes and for the Town's efforts to provide affordable housing.

The Commission then discussed the proposed changes. Banks agreed that the changes to the code need to be made but inquired about the 15 foot proposed setback. Doering replied that 15 foot is a minimum setback requirement and clarified that this was not to encourage tiny homes.

Schultz-Writsel added that so-called "Muse Houses," seen in places such as Baltimore and Alexandria, Virginia, are narrow but they provide high density housing and utilizes the property efficiently.

Doering clarified that the Town is not proposing changes to the allowed uses, strictly the dimensional requirements of the R-3 zone district.

Banks commented that very few if any condominiums are being built. Doering commented that condominiums are one of the most debated items in the state. He explained that due to the laws of state, developers don't want to build condominiums because the Common Ownership Interest Act could open them up to being sued. In addition, banks do not want to fund condominium projects.

Larimer inquired how staff reached the proposed numbers for the updated dimensional requirements. Doering replied that the proposed lot size is based off of OT lot sizes and that the minimum lot width is also based on the historic 25 foot wide lot. He added that staff would like to increase the amount of maximum building coverage and that those numbers were based off of proposed lot size and setbacks. Banks inquired about height requirements. Doering responded that staff is not proposing to change the maximum allowed height, which is currently 35 feet. He noted that 35 feet does allow for a three story structure and is taller than what is allowed in the R-1 zone district, which has a maximum height requirement of 25 feet.

Doering explained that the numbers for row houses took into consideration that they would be attached, and so the minimum width was reduced and setbacks and lot sizes were adjusted to match other buildings and increase maximum coverage area.

Larimer asked for clarification of maximum building coverage. Doering explained that all structures, including garages, were included when calculating maximum coverage area.

Banks stated that he believed that the proposed changes were beneficial in creating a higher return on investment. Doering commented that the goal is to provide home ownership opportunities and not just apartments. Banks commented that banks can be an issue with lending money and that perhaps there are some initiatives the Town can take to ensure that banks work with new homeowners.

Doering added that the proposed numbers may have to be re-examined down the road to make sure there are no problems with them.

Banks noted infrastructure issues and asked if that was taken into consideration. Doering noted that staff did not necessarily look at existing infrastructure since the proposed changes only dealt with dimensional standards. He added that allowing developers to build more homes on more lots in the same amount of space allows the cost of infrastructure to be split by more people, resulting in less cost per unit.

Bliss asked about fire wall separation. Doering replied that if a building is constructed with a setback of zero to three feet, there are fire code requirements, but that if the setback is set to five feet, the building requirements are different. He clarified that anything under five feet has stricter requirements. Doering added that there are some concerns with building a fire codes in the event that a building is not constructed exactly where it is supposed to be.

Larimer noted that the proposed five foot setback only allows for a 15 foot wide home. Davis agreed that 15 foot seemed narrow, but Schultz-Writsel commented that she had seen some before and it seemed okay. Schultz-Writsel added that any narrower, such as a 12 foot wide house, would likely be a challenge. Larimer stated that he would prefer to have a three foot wide setback instead of a five foot wide setback to allow for a wider house. Doering responded that there are more building codes with a three foot setback and reiterated that the code is different for a five foot setback than for a three foot setback.

The Commission continued discussion on the proposed five foot setback. Schultz-Writsel stated that the 12 foot wide houses she had been in were like living in a stairwell. Larimer noted that he would not want to live in a 15 foot wide house. Doering stated that there was currently a 15 foot wide house being built on South Gunnison. Banks noted that the cost per square foot would be fairly minimum with that narrow of a house. Larimer stated his preference for a three foot setback, which would give developers more of an opportunity to build a wider home. Doering reiterated the stricter building codes that would be applied to a three foot setback and noted some recent incidences where people built 2.9 feet instead of three which caused huge problems.

Bliss stated concern with more expensive construction. Doering stated that staff could not comment on whether or not it would have an effect on building costs. Larimer commented that an individual could build at a five foot setback and avoid the costs associated with building and fire codes and have a narrower house, or pay extra to have a wider house. Larimer stated that the three foot setback simply allows for more options. Doering clarified that the proposed changes would only limit the minimum setback although that didn't mean a developer would have to build to the minimum. He added that building to the minimum would allow for more units in the same space. Doering also recommended that the Commission look at

the house being constructed on South Gunnison. Larimer commented that a 25 foot wide lot with five foot side setbacks do not seem like incentives to build. Doering clarified that five feet is the minimum setback requirement to not have firewall concerns from a building code standpoint. Banks stated that he felt the changes encourage row houses. Doering commented that with the proposed amendment of five feet to three feet, staff may reconsider maximum lot coverage.

Larimer asked about tabling it for staff to reconsider numbers. Doering replied that it was a possibility to table but that staff would like to get it to the Board of Trustees as soon as possible. Banks stated support for proposing an amendment.

Larimer made a motion to make an amendment to the proposed changes to the R-3 dimensional requirements as listed in Section 16-245 of the Municipal Code to reduce the minimum side yard setback from five feet to three feet. Bliss seconded. **Motion #4** carried unanimously.

Larimer made a motion to recommend to the Board of Trustees to approve the amendments to the dimensional requirements of the High Density (R-3) zone district listed in Section 16-245 of the Town of Buena Vista Municipal Code with the amendment as passed in **Motion #4** by the Planning and Zoning Commission. Bliss seconded. **Motion #5** carried unanimously.

### **3 Mile Plan**

Reynolds then presented the 2016 3 Mile Plan to the Commission. Reynolds began by discussing municipal annexations and explained that an annexation is basically an agreement between the Town of Buena Vista and a landowner. He noted that there were very few circumstances that would force an annexation but that the 3 Mile Plan would outline negotiation factors in the event of annexation. Reynolds explained the State requirements for communities to develop a 3 Mile Plan so that they can plan for services to those areas such as transportation, utilities, water, and public spaces. He noted that the plan is required to be updated on a yearly basis.

Reynolds then displayed the current map of the Town of Buena Vista with the town boundaries and then showed the 3 mile buffer area, then displayed the desired area for growth, which included areas to the north, south, and west of Town. He explained that that area did not include the land east of Town as most of that land is owned by the federal government. Reynolds displayed the map from 2015 and stated that the map was revised for clarity for the 2016 plan.

Reynolds noted that different areas of desired growth had its own challenges. He added that some changes had been made to the 2015 plan based on staff's direction. He stated that the Buffalo Hills Subdivision would have difficulties with utility services and that it is already mostly built out, meaning that there would not be a benefit to annexing it in. He added that the distance from Town boundaries was also a factor in not annexing in that area. He continued by discussing the Carpenter Subdivision, which was recently acquired by the Town of Buena Vista as a part of airport expansion operations.

Reynolds then discussed the different subareas of possible annexations. He stated that the subareas were created in order to provide more detail:

*Area 1 - Airport Land.* Reynolds explained that this area is included as potential expansion for airport operations.

*Area 2 - South Pleasant Avenue and Clearview Church parcel.* Reynolds noted that the parcel is surrounded by land that is within Town limits but that there are possible political implications with annexing this parcel. He added that roadway connections are needed on Pleasant Avenue and that the

land could be used for commercial purposes but that the Town would mostly be looking for development of single family residences.

*Area 3 - CR 313.* Reynolds explained that this area is mostly built out with single family residences but that the road would need to be improved to Town standards. He noted that this area is north of the Department of Corrections (DOC) facility, which would provide for commercial and industrial uses

*Area 4 - DOC facility.* Reynolds stated that this area has already been improved and that utilities have already been provided but that at this time, there is no benefit to the Town for annexation as the property is owned by the State. Reynolds added that a possible reason for future annexation would be to gain continuity to Johnson Village.

*Area 5 – Johnson Village Commercial District.* Reynolds noted that this area would expand the commercial tax base for the Town but added that in order to annex in, the Town would have to go through the DOC or the airport for connection and continuity.

*Area 6 – Johnson Village Residential District.* Reynolds explained that this area is primarily residential and that there are known utility issues in the area. He added that code enforcement would also be an item for discussion but added that the benefit would be expanded residential opportunities.

*Area 7 - County Residential.* Reynolds noted that this area is northwest and directly north of the Town and that it is mostly residential. He mentioned that this area would include the historic drive in movie theater and added that there are known flood plain concerns in addition to utility services needing to be expanded. Reynolds noted that this would also include The Meadows.

*Area 8 – Buena Vista Highway Commercial.* Reynolds stated that this area is directly north of Buena Vista and noted that this would provide commercial expansion as well as expanding the tax base.

*Area 9 – Colorado Parks and Wildlife (CPW) Land Swap.* Reynolds noted that this area was south of town and owned by CPW, so a land swap would need to occur before any annexation happened. He stated that this would provide for expanded commercial uses in this area and added that if this were to occur, Area 2 would become an enclave making it easier to annex.

*Area 10 - BLM Land Swap.* Reynolds explained that this would include two triangle areas north of South Main and north of Ramsour Bridge, which are owned by the BLM. He explained that the Town owns land on the east side of River, where the Barbara Whipple trail crosses. He stated that a land swap would clarify ownership of the land such that the BLM would own land on the east side of the river and the Town would have land to the west of the river.

Reynolds continued by explaining that the 3 mile plan also covers special districts that go to the border of Chaffee County and explained that even with annexing, the Town would not cross district lines. He added that if any annexation were to take place, these special districts would need to be notified. He clarified that the Special Districts included the Fire District, Sanitation District, Library District, School District, Southeastern Colorado Water District, Upper Arkansas Water District, and Salida Hospital District. Reynolds concluded by stating that staff recommends approval of the 3 Mile Plan.

Larimer asked for clarification regarding this year's plan with the plan presented in 2015. Doering responded that this did not change the areas that the Town desires for future growth, but that staff tried to provide greater clarity to each of the areas. He added that the State statute states that communities cannot annex land further than three miles away in any given year and that a plan must be prepared at least once a year for guidance for annexation.

Banks asked if the Town annexed anything last year. Doering responded that the Town did not. Banks asked if the Town had plans to annex land this year. Doering responded that the Town does not have plans at this time.

Reynolds added that when it comes to airport land, the Town owns land under the runway even though it's not in town limits. He stated that there is more flexibility in annexing land in that the Town owns. He noted that the 3 Mile Plan is in place in the event someone wants to annex in.

Doering clarified that according to State statute, there is a contiguous requirement of  $\frac{1}{2}$  contiguity, mean that  $\frac{1}{2}$  of the property to be annexed in has to be touching the Town. He noted several of the areas mentioned were not contiguous to Town so that several annexations would have to occur before those areas could be annexed, such as Johnson Village. He also noted that the parcel identified in Area 2 has been surrounded by the Town for longer than three years, meaning the Town could force an annexation on that property. He added that other annexations would have to be applied for by the property owner.

Banks inquired about the mobile home park next to Johnson Village. Reynolds reiterated that that area was included in the 3 Mile Plan but that that area would have problems with utility connections and code enforcement issues. He added that the subdivision north of the mobile home park had looked at possibly annexing in but that they had utility connection concerns as well.

The Commission discussed the implications of annexing in the property and the contiguity requirement. Reynolds explained that that would be a flagpole annexation and that the road would have to be brought up to Town standards and maintained with each annexation. Doering added that any contiguous property owner could apply for annexation at any time. Reynolds stated that the 3 Mile Plan is designed to plan the best route for growth for the Town. Doering commented that the 3 Mile Plan allows the Town to identify what the community desires for growth and plan for the future.

Larimer commented that he believes that the County would like to connect CR 317 across the state wildlife land. Doering stated that that has been discussed along with other possible road connections. Reynolds clarified that the 3 Mile Plan included specific plans which are referenced in the document, such as a Transportation Plan.

With no further discussion, Bliss recommended approval of the 3 Mile Plan to the Board of Trustees. Banks seconded and **Motion #6** carried.

#### **STAFF / COMMISSION INTERACTION**

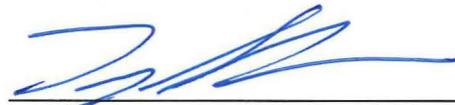
Doering informed the Commission that the APA State Conference is next week. He added that Barkowski will be attending, but that another Commissioner can go as well as there is an additional slot. Doering mentioned that he would be out of the office and to contact Scott to express interest in going.

Doering continued by stating that the Town missed the opportunity to attend the housing summit in Durango as there wasn't enough time to get an application together. He noted that Community Builders is looking to host a workshop in February/March and that the Town hoped to put a team together by then to attend.

#### **ADJOURNMENT**

There being no further business to come before the Commission, Commissioner Bliss motioned to adjourn the meeting at 8:04 p.m. Commissioner Banks seconded. **Motion #7** was unanimously approved.

Respectfully submitted:



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Trey Shelton, Chair



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Jill Abrell, Planning Technician

**Buena Vista and Chaffee County Housing Continuum**  
**Based on % of Area Median Income (AMI)**

**30%** **60%** **80%** **120%**

/-----/

/--- Urban Inc (public, rental, 48 units) ---/

/----- Habitat for Humanity -----/  
(not-for-profit, purchase, 2-4 units per yr.)

/-----The Farm at Antero -----/  
(private, purchase, 188 units)

/----- Workforce Housing -----/

- Hourly (e.g. \$8 to \$15)
- Retail and service sectors
- Seasonal
- Seasonal
- Single parent or two parents w/kids
- Retired on fixed income
- Disability

/----- Core Service Housing -----/

- Salaried
- Dept. of Corrections Officers
- Hospital workers
- Teachers
- Police and firefighters
- Town and County employees
- Second home owners

Roll Call - Joy Duprey, Jennifer Wright, Donna Shaffer

**Approved minutes from September 1, 2016**

Discussed purchasing new planters for town hall. Joy will check TerraCast, the company from whom the main street planters were purchased.

Curb Appeal recognition is done for 2016. Will resume in the spring.

Tree topper for holiday tree - Nancy submitted invoice and warranty to Joy.

Update on Holiday Decor - Lamp post wraps delivered were not the item ordered. They have been returned and will be replaced by the company. The bulbs for the tree are missing. Public works has not been able to locate them but they are not in the storage unit. Public works does not know if the bulbs were delivered. Joy has talked to the company, they will get back to her on Monday, Oct. 10. If the tree company will not ship bulbs at no charge, bulbs will have to be purchased. Public Works is not checking deliveries, they are not staffed for this.

Update on banner poles for Hwy 24 - there is no plan currently for banner poles on Hwy 24. Greg said it has not been discussed for the 2017 budget. These should be included in the public works budget or Beautification budget for 2018.

2017 Budget - presentation to Trustees on October 26. Request the entire board to attend.

Update on curbside xeric gardens - Josh has agreed in writing to submit garden designs by Feb. 1. Work will begin May or June 2017.

Discussed setting up the tree. Joy will schedule a day with Greg the week of November 28 - December 3 to set up the tree in the Optimist Splash park. Once the missing bulbs are received, schedule a weekend to place the bulbs on the branches prior to setting up the tree. There will be no board meeting for December, after the tree is set up have an end of year party.

Joy will schedule meeting with Amy at public works to go over the new holiday decor.

**New Business**

Emily Katsimpalis - not in attendance

Eric Gibb - anything we should know? not in attendance

Thank yous - none this month

Set next meeting date - November 3

**Adjournment**



## AGENDA

### HISTORIC PRESERVATION COMMISSION TOWN OF BUENA VISTA, COLORADO

September 28, 2016

3:00 PM

THE WATERSHED  
410 EAST MAIN STREET

**THE HISTORIC PRESERVATION COMMISSION MAY TAKE ACTION ON ANY OF THE FOLLOWING  
AGENDA ITEMS AS PRESENTED OR MODIFIED PRIOR TO OR DURING THE MEETING, AND  
ITEMS NECESSARY TO EFFECTUATE THE AGENDA ITEMS**

#### I. CALL TO ORDER

Katy Welter, Co-Chair of the HPC, Called the meeting to order at 3:04 PM.

#### II. ROLL CALL

Present: Robin Hall  
Katy Welter  
Valerie Harlan  
Vic Kuklin  
John Obrien

Absent: Suzy Kelly  
Melanie Roth

Staff: Emily Katsimpalis, Assistant to the Town Administrator  
Hunter Hovenga, Americorps VISTA

#### III. AGENDA ADOPTION

**Motion** made by John to adopt agenda for September 28, 2016. Valerie Harlan seconds. Motion carries.

#### IV. APPROVAL OF MINUTES – August 31, 2016

**Motion** made by John to approve minutes from August 31, 2016. Robin Hall seconds. Motion carries.

#### V. PUBLIC COMMENT

**This Agenda may be Amended**

Posted at Buena Vista Town Hall and [www.buenavistaco.gov](http://www.buenavistaco.gov)  
Monday, September 26, 2016

Nancy Locke requests home be placed on Buena Vista Registry

- a. 314 Cedar St.
  - a. Owned by family since 1940.
- b. Emily -- forms need to be completed/finalized before application can be submitted.
- c. Home is not currently on the State Registry.
- d. John – It is eligible for state designation.
- e. Emily – Working on forms and procedures to designate properties.

## VI. BUSINESS ITEMS

### A. CLG notification

- a. Emily – Buena Vista was quickly granted status due to 50<sup>th</sup> Anniversary of National Historic Preservation Act, 100th anniversary of National Parks Service. We are 1,956nd certified local government.

### B. CLG Orientation with Mark Rodman, History Colorado

- a. December 7, 2016 1-5pm at Watershed, 410 E. Main
- b. Emily -- Specifically for Commission, but Public attendance will likely be permitted.

### C. CLG Grants deadline

- a. Emily – We will be moving ahead with local windshield survey.
  - i. May need to be done in phases (E. Main and W. Main) divided into two districts.
  - ii. Deadline for the no-match CLG grant is January 15th, 2017
  - iii. Will likely be done by private consultant.

### D. Chaffee County Historic Resources Survey

- a. Katy - Survey was done well but is missing some properties.
- b. Discussion of recommendations from survey.
- c. Discussion of which properties are easy to nominate.
  - i. Vic - Encourage designation of Centennial Farms, any property in town that is over 100 years old.
- d. Continue historic resource surveys.
- e. Produce publications and walking tours.
- f. Increase awareness that properties can be designated.
- g. John – Confusing that there are two surveys, but there is also a list of properties that are already on state and national registry. These properties should be pursued as quick and easy.
- h. Vic – Is there a need to designate local properties that are already on the state and national federal registries?
  - i. John - Helps get 75% of properties designated to move forward with getting a designated district.
  - ii. Emily – Locally designated properties can help define historic district boundaries.
  - iii. Emily – Helps with obtaining grants from State Rehabilitation grants from History Colorado.
- i. Nancy – Are properties numbered locally to better organize surveys and walking tours?
- j. Katy – current survey can help reduce costs of windshield survey.

**This Agenda may be Amended**

Posted at Buena Vista Town Hall and [www.buenavistaco.gov](http://www.buenavistaco.gov)  
Monday, September 26, 2016

**E. Training**

- a. Katy - Saving Places Conference Feb 1-4, 2017 in Denver
- b. Emily – One commission member must attend a History Colorado approved Historic Preservation training per CLG designation.
- c. Follow up with details (at CLG orientation Dec. 7), Katy plans on attending. Emily will attend as well.

**F. Forms for HPC**

- a. Emily – Sample: Glenwood Springs historic preservation nomination form.
- b. Emily – Sample: Alteration certificate application from Louisville.
- c. Forms that will be developed for BV HPC:
  - i. Nomination form
  - ii. Certificate of appropriateness
  - iii. Certificate of demolition
  - iv. Certificate of recognition
  - v. Appeals form
- d. Katy – Potential for targeted mailing to properties that are already designated on state and national level.
- e. John – Need to divide “slam dunk” properties into groups, begin to build awareness with these properties in newspaper, Board of Trustees, etc.
- f. Windshield survey will not happen until next summer, easier to get well-known properties designated before survey results.
- g. John -- Create regular designations to build awareness of the process over the winter before survey begins.
- h. Robin – Timing of designation is beneficial before too much growth in town begins.
- i. Katy – Uploading forms online could be beneficial.
  - i. Could be extended to press releases and other forms of media.
- j. Katy -- Word needs to get out before renovations begin, difficult to get retroactive designation.
  - i. Emily – Lariat as an example.
- k. Emily – Goal is to at least have nomination form ready before next meeting.
  - i. Other forms will continue to be worked on.

**G. First local designation request**

- a. Discussed during public comment.

**H. Local Designation discussion**

- a. Discussed during public comment.

**I. Schedule next meeting**

- a. Discussion of need for standing meeting dates.
- b. Valerie and John -- Once a month meeting would be ideal.
- c. Katy – Next meeting on October 26th at 3 pm.
- d. Valerie proposes meeting last Wednesday of every month.
- e. Emily proposes standing meeting is last Wednesday of the month at 3pm at Watershed.

**J. Commission thanks Emily for obtaining CLG status.****VII. STAFF/COUNSEL REPORTS****A. Assistant to Town Administrator**

**This Agenda may be Amended**

Posted at Buena Vista Town Hall and [www.buenavistaco.gov](http://www.buenavistaco.gov)  
Monday, September 26, 2016

B. Town of Buena Vista AmeriCorps VISTA

**VIII. BOARD/STAFF INTERACTION**

**IX. ADJOURNMENT**

Motion to adjourn – John

Second - Vic

Motion carries: 3:52pm



## Buena Vista Trails Advisory Board Minutes

Public Works Building

October 4, 2016

**Present:** Lois Walton, Kathy Hoerlein, Ed Eberle, Greg Maggard, Emily Osborn, Dick Scar, Pat McCarthy

**Meeting called to order: 8:00 am**

**I. Agenda:** approved

**II. Minutes:** approved

**III. Public Comments:** None

### **IV. OLD BUSINESS**

#### **Public Works Director's report (Greg):**

- a) Greg is attempting to get on the Trans Planning Regional (TPR) agenda in November regarding Arizona and Gregg drive funds.
- b) Capital Improvement funds have been requested for the Ramsour/Midland Bridge
- c) The proposed Trails/ Rec. Position previously discussed was submitted and not approved.
- d) **Buena Vista Hwy. 24** project is progressing.
- e) Greg will check Trail easement borders on the new building site in the South Main project.

#### **Other Updates:**

- f) **BUDGET REQUEST** (see attachment) was discussed. Lois is making a budget presentation 10/25/16 at the Community Center with Greg and Emily.
- g) Ed discussed **brochures and the budget request**.
- h) **Acknowledging adopt-a-trail volunteers** was discussed. Ed will write a Times article acknowledging them.
- i) **Memorial Benches, bench placement and standards for benches** discussion was postponed until the next meeting.
- j) **BV Trail Advocacy group** – Nancy previously submitted a report. The Bacon Bits Trail is now open. Construction involved 421 volunteer hours.

- k) **BLM Trails Update** – Emily Osborn stated that Buena Vista has subcontracted "Trees and Trails" for trail design of the Midland Bridge.
- l) **Peaks View Trail** – Emily suggested Peaks View (North and South section) also be submitted to "Trees and Trails" for evaluation and possible design.
- m) **BLM** has requested that Emily coordinate a public meeting sometime this winter.
- n) The design of the **Sunset Vista IV Pocket Park** was discussed. Based on the budget allocation the design may be with or without water.
- o) The design of the **baseball field and the Community Center area** was also discussed.

**V. NEW BUSINESS**

a. Kathy stated that **Vertex/ Madison House had donated \$10,000.** to the town.

b. **The Buena Vista Trails Advisory Board has 2 alternate positions open.**

**VI. Adjournment: 10:40 am**

**Next Meeting Nov. 1, 2016 \*\*\*Please Note\*\*\* Meeting time is 8:00am**

Minutes submitted by Pat McCarthy

Minutes approved as written (Date)

11/1/16 by 



**Buena Vista Police Department**  
 Post Office Box 1310  
 713 E. Main St.  
 Buena Vista, Colorado 81211  
 Phone: (719) 395-8654 Fax (719) 395-8655



### Chief's Report October 2016

We had a really good Team Meeting on October 5<sup>th</sup> with the Principal of McGinnis Middle School, John Emilsson as our guest speaker. We discussed school issues vs. criminal issues at the school. We also discussed active shooter scenarios & future training at the middle school.

We spoke to the Rotary Club on October 5<sup>th</sup>. They are a great group of citizens and we always have an excellent question & answer session when we speak with them.

On October 12<sup>th</sup> we were at Avery Parsons Elementary along with the BV Fire Department & Chaffee County Fire Dept. A fun and informative presentation of "Stop, Drop & Roll" and also Evacuation of your home was done for the kids. Everyone learned some very valuable information and laughed a lot.

Every other Thursday we meet with the Chaffee County High School, BVHS & Avery Parsons Principals at the P.D. for coffee & donuts (OK-I admit to the donuts!) and discussion on any issues and/or problems that may be going on. We try to solve the small problems before they become large ones. We have awesome schools with awesome kids & staff and we strive to keep it that way.

On October 17<sup>th</sup> we spoke to a group of volunteers who work at the Arkansas Valley Christian Mission. We discussed drug indicators & dealing with difficult people. These volunteers deal with a lot of transients who have a lot of "issues". We want to help them in any way we can, they do so many good things for people.

On October 26<sup>th</sup> we had a candlelight vigil in memory of Officer Trevor Staszak who was killed by a drunk driver 20 years ago to the day, October 26 1996. Trevor's widow, Kelli and her two boys, Ben & Tanner drove 1600 miles from Wisconsin to attend. David Hanes with the Colorado Emerald Society played bag pipes for the vigil. We'd like to thank Brandy for coming to the vigil. If any of you follow our Police Department Facebook Page, Dean Morgan's wife, Andrea, took video of the vigil and it is posted on our page.

The annual Avery Parsons Elementary Halloween Parade was fun as usual & we are happy to say that we had no major issues on Halloween night! Don't we live in an AWESOME town?

Please see attached calls for service & stats



### **BVPD CALLS FOR SERVICE FOR THE MONTH OF OCTOBER 2016**

0	911 MISC. (NON-EMERGENCY; HANGUP CALLS ETC)
0	ABANDONED VEHICLE
13	ACCIDENTS
67	ADMINISTRATIVE CALLS (OUT AT PD/TOWN HALL/MTGS)
21	ALARMS - INCLUDING FIRE
7	ANIMAL COMPLAINTS
0	ARSON
3	ASSAULTS
23	ASSIST OTHER AGENCY
1	AUTO THEFT
0	BOMB CALL
1	BURGLARY
4	BUSINESS CHECKS
0	CHILD ABUSE
1	CHINS (CHILD HAVING IMMEDIATE NEED OF SUPERVISION)
4	CITIZEN ASSIST
1	CIVIL DISPUTES
1	CIVIL PAPERS
1	CIVIL STANDBY
1	CODE VIOLATION
2	COMMUNITY RELATIONS
0	COURT SERVICES
1	CRIMINAL MISCHIEF
1	DEATH
1	DOMESTIC VIOLENCE
4	DISTURBANCE CALL - FIGHT
1	DISTURBANCE CALL - NOISE
1	DRUG INVESTIGATION
1	EMERGENCY MESSAGE
0	FIRE CALLS - MISC
0	FIRE CALLS - STRUCTURE & WILDFIRE
175	FOLLOW UP
3	FOOT PATROL
0	FORGERY/FRAUD
3	FOUND PROPERTY
3	HARASSMENT
1	HAZARDS - GENERAL
0	HAZARDS - MATERIAL
0	HOME TOWN SECURITY
1	HOUSE WATCH
4	INTERVIEW
56	INFORMATION ITEMS
2	INTOXICATED SUBJECT

1	<i>LIQUOR VIOLATION</i>
0	<i>LIVESTOCK</i>
0	<i>LOST PROPERTY</i>
3	<i>MEDICAL ASSIST</i>
10	<i>MEETING</i>
0	<i>MISSING PERSON</i>
0	<i>MORALS</i>
2	<i>MOTORIST ASSIST</i>
2	<i>PARKING VIOLATION</i>
1	<i>PHONE CALL</i>
0	<i>PBT - PORTABLE BREATH TEST</i>
2	<i>REDDI REPORT</i>
47	<i>REPORTS</i>
3	<i>ROADSIDES</i>
0	<i>RUNAWAY</i>
27	<i>SECURITY CHECKS</i>
1	<i>SEXUAL ASSAULT</i>
0	<i>SMOKE INVESTIGATION</i>
2	<i>SUICIDE ATTEMPT</i>
2	<i>SUSPICIOUS INCIDENT</i>
9	<i>SUSPICIOUS PERSON</i>
1	<i>SUSPICIOUS VEHICLE</i>
8	<i>THEFT</i>
49	<i>TRAFFIC STOPS (ALL CONTACTS)</i>
3	<i>TRAFFIC VIOLATIONS (CITATIONS WITH CASE #)</i>
78	<i>TRAFFIC MISC (VEHICLE INVESTIGATION)</i>
4	<i>TRAFFIC COMPLAINT</i>
2	<i>TRAINING</i>
4	<i>TRANSPORTS</i>
1	<i>TRESPASS</i>
25	<i>VIN INSPECTION</i>
0	<i>VEHICLE MAINTENANCE</i>
2	<i>VIOLATION OF PROTECTION ORDER</i>
2	<i>WARRANT ARREST (INCLUDING ATTEMPTED)</i>
2	<i>WEAPONS/GUN</i>
17	<i>WELFARE CHECK</i>
0	<i>WILDLIFE</i>
719	<b><i>TOTAL CALLS RECEIVED FROM CHAFFEE CTY. DISPATCH</i></b>

Statistics from: 10/1/2016 12:00:00AM to 10/31/2016 11:59:00PM

### Citation Printout Report by Violation

Total Citations of (10-202 ILLEGAL POSSESSION/CONSUMPTION OF ALCOHOL BY UNDERAGE PERSON): 1  
Total Mandatory Appearances: 1

Total Citations of (18-18-404 UNLAWFUL USE OF A CONTROLLED SUBSTANCE): 1  
Total Mandatory Appearances: 1

Total Citations of (18-6-803.5 CRIME OF VIOLATION OF A PROTECTION ORDER): 1  
Total Mandatory Appearances: 1

Total Citations of (18-8-102 OBSTRUCTING GOVERNMENT OPERATIONS): 1  
Total Mandatory Appearances: 1

Total Citations of (18-8-103 RESISTING ARREST): 1  
Total Mandatory Appearances: 1

Total Citations of (18-8-104 OBSTRUCTING A PEACE OFFICER/FIREFIGHTER/EMS/VO): 1  
Total Mandatory Appearances: 1

Total Citations of (42-2-138(1)(A) DROVE VEHICLE WHEN LICENSE UNDER RESTRAINT (SUSPENDED/REVOKED/DENIED)): 1  
Total Mandatory Appearances: 1

Total Citations of (42-4-1008 FOLLOWING TOO CLOSELY): 2  
Total Mandatory Appearances: 0

Total Citations of (42-4-1101 SPEED LIMITS (EXCEEDING)): 9  
Total Mandatory Appearances: 0

Total Citations of (42-4-1202 PARKING OR ABANDONMENT OF VEHICLES): 1  
Total Mandatory Appearances: 0

Total Citations of (42-4-1301(1)(A) DROVE VEHICLE WHILE UNDER THE INFLUENCE OF ALCOHOL OR DRUGS OR BOTH): 2  
Total Mandatory Appearances: 2

Total Citations of (42-4-1301(2)(A) DROVE VEHICLE WITH BLOOD ALCOHOL CONTENT OF 0.08 OR MORE): 1  
Total Mandatory Appearances: 1

Total Citations of (42-4-1402 CARELESS DRIVING): 1  
Total Mandatory Appearances: 0

Total Citations of (VOID): 2  
Total Mandatory Appearances: 0

Grand Total

Total Number of Citations Reported: 25  
Total Fine Amounts Reported: \$0.00  
Total Money Collected: \$0.00  
Total Money Still Due: \$0.00  
Total Mandatory Appearances: 10



## Buena Vista Fire Department

Post Office Box 1692  
 Buena Vista, Colorado 81211  
 Phone: (719) 395-8098  
 Fax: (719) 395-2046



## Buena Vista Fire Calls From October 1 to 31, 2016

**Total Month Calls: 22**

**Current Year to Date Calls: 263**

**2015 Year to Date Calls: 297**

**October 1- 31 Calls: 22**

Fire Calls: 2

Fire Alarms: 1

Medical Calls: 17

Accident Calls: 1

Search & Rescue Standby calls: 0

Good Intent/Information Item: 0

Law Enforcement Assist: 1

Stand down: 2

Voided Calls: 2

**Volunteer Firefighters: 13**

**Total Training hour for September: 214**

### October Highlights:

Buena Vista Fire is now a Baby Safe Haven location. The signs will be posted on the outside of the building. These advise parents if they have a baby/child they don't wish to keep they can drop them off with the members of the fire department and we will contact the correct authorities to take possession of the baby/child.

We will be conducting a fire drill at Busy Bees to help ensure staff and fire department cohesion during a true incident.

We will be doing a book reading and apparatus show and tell for the library for fire prevention in the upcoming month. Since fire prevention is an all year around function we are trying to get the message out throughout the year not just the one week in October.

Chief Villers, Assistant Chief Rodriguez, and Firefighter Burtak will be attending G358 Evacuation and re-entry class. This class is a FEMA certified training course.

Assistant Chief Rodriguez attended the National Fire Academy to receive his Fire Instructor 2 & 3 certification. With the further training, he will be able to teach additional courses to our firefighter in-house.

Firefighter Evans is currently attending EMT training.

Fire Record i  
 Dec. 1<sup>st</sup> 1881. Alarm at 10-20 P. M. - Fire  
 in Gray & Tetlow N. Y. Bakery - Cause  
 Damage \$10,000 -

Dec. 29<sup>th</sup> 1881. Alarm at 8-15 A. M. -  
 Small dwelling house on Market Street, oc-  
 cupied by L. M. Gregory. Cause unknown  
 house & contents destroyed - Loss \$500.00  
 owing to imperfect alarm, the company were  
 a little late to the fire, but did good service  
 in tearing down the burning building -

Jan'y 10<sup>th</sup> /82. Alarm sounded at 9:30.  
 P. M. Fire discovered in the building on  
 Market Street owned and occupied by  
 L. F. Crane. as a dance hall The company -



**Town of Buena Vista**  
 P.O. Box 2002  
 Buena Vista CO 81211  
 Phone: (719)395-8643  
 Fax: (719)395-8644

DATE: November 9, 2016  
 TO: Mayor and Board of Trustees  
 FROM: Emily Osborn, Recreation Supervisor

AGENDA ITEM: Should the Board of Trustees approve adoption of Resolution # F€ Á  
 A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF  
 BUENA VISTA, COLORADO, APPOINTING RICK BIETERMAN AS A  
 REGULAR MEMBER OF THE RECREATION ADVISORY BOARD, AND  
 APPOINTING JEFF MOORE AS AN ALTERNATE MEMBER OF THE  
 RECREATION ADVISORY BOARD.”?

### **Request**

Staff is requesting the Board to approve a resolution appointing Rick Bieterman as a regular member of the Recreation Advisory Board, and Jeff Moore as an alternate member of the Recreation Advisory Board. Both Rick and Jeff are new members to the Board.

### **Overview**

The Recreation Advisory Board is made up seven regular members and two alternate members, appointed by the Board of Trustees. Alternate members have the right to attend all meetings of the Recreation Advisory Board and to participate in the discussion concerning all matters coming before the Board. However, no alternate member shall be entitled to vote on any matter coming before the Board unless a regular member is absent or is otherwise unable to vote on such matter. Members of the board, inclusive of alternates, serve staggered terms of three (3) years unless earlier removed from office.

### **Analysis**

Appointing Rick Bieterman as a regular member of the Recreation Advisory Board, and Jeff Moore as an alternate member of the Recreation Advisory Board will allow the Board to have seven regular members, and two alternate members.

### **BOT Action**

Staff recommends to approve Resolution #F€ Á “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPOINTING RICK BIETERMAN AS A REGULAR MEMBER OF THE RECREATION ADVISORY BOARD, AND APPOINTING JEFF MOORE AS AN ALTERNATE MEMBER OF THE RECREATION ADVISORY BOARD.”

### **Attachments**

Proposed Resolution

**TOWN OF BUENA VISTA, COLORADO**

**RESOLUTION NO. 104**  
(Series of 2016)

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPOINTING RICK BIETERMAN AS A REGULAR MEMBER OF THE RECREATION ADVISORY BOARD, AND APPOINTING JEFF MOORE AS AN ALTERNATE MEMBER OF THE RECREATION ADVISORY BOARD.**

**WHEREAS**, Sec. 2-222 of the Municipal Code authorizes and directs the Board of Trustees to appoint Recreation Advisory Board members by a majority vote of all members of the Board; and

**WHEREAS**, a two recent resignations from the Recreation Advisory Board have left vacancies on the Board; and

**WHEREAS**, Rick Bieterman and Jeff Moore are both new members of the Recreation Advisory Board; and

**WHEREAS**, the Recreation Advisory Board has made recommendation to appoint Rick Bieterman as a Regular Member of the Board, and Jeff More as an alternate member of the Board, to fill the vacancies until December 31, 2018.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO that** Rick Bieterman is hereby appointed as a Regular Member of the Recreation Advisory Board, and Jeff Moore is hereby appointed as an Alternate Member of the Recreation Advisory Board, and shall hold such appointments until December 31, 2018, in accordance with the ordinances of the Town of Buena Vista.

**RESOLVED, APPROVED, AND ADOPTED** this 9<sup>th</sup> day of November, 2016.

TOWN OF BUENA VISTA

BY: \_\_\_\_\_  
Joel Benson, Mayor

ATTEST:

\_\_\_\_\_  
Janell Sciacca, Town Clerk



**Town of Buena Vista**  
 Post Office Box 2002  
 Buena Vista, Colorado 81211  
 Phone: (719) 395-8643  
 Fax: (719) 395-8644

## **BOARD OF TRUSTEES STAFF REPORT**

**HEARING DATE:** November 9, 2016  
**TO:** Mayor and Board of Trustees  
**FROM:** Scott Reynolds, Planner I  
**AGENDA ITEM:** Three-Mile Plan

### **REQUEST:**

That the Board of Trustees approve the 2016 annual update of the Town of Buena Vista's Three-Mile Plan.

### **OVERVIEW:**

Section 31-12-105(1)(e) of the Colorado Revised Statutes places limits on municipalities that annex land by mandating that "no annexation may take place that would have the effect of extending a municipal boundary more than three miles in any direction from any point of such municipal boundary in any one year."

Section 31-12-105(1)(e) of the Colorado Revised Statutes also requires that, "prior to the completion of any annexation within this three-mile area, the municipality shall have in place a plan for that area that generally describes the proposed location, character, and extent of streets, subways, bridges, waterways, waterfronts, parkways, playgrounds, squares, parks aviation fields, other public ways, grounds, open spaces, public utilities, and terminals for water, light, sanitation, transportation, and power to be provided by the municipality and the proposed land uses for the area." In addition, municipalities adopting an annexation plan must update the plan on an annual basis.

The previous Three-Mile Plan was last adopted by resolution of the Board of Trustees on December 8, 2015.

### **SUMMARY OF CHANGES:**

The 2016 Three-Mile Plan more appropriately reflects the minimum state statute requirements from previous plans. The area of desired growth remains the same as the 2015 Three-Mile plan with the exception of the Buffalo Hills Subdivision north of town and the inclusion of the Town acquired lots within the Carpenter Subdivision west of the airport. This plan is further broken into sub areas to better identify known conditions and improve usability of the document.

### **POLICY ALIGNMENT:**

1. Economic Vitality – The Three-Mile Plan prepares the Town for annexation of land outside of the Town limits. Additional land provides an expanded economic base for the Town.

- 
2. Infrastructure – The Three-Mile Plan identifies infrastructure concerns for possible annexation areas including, streets, water and trails as required by state statutes. The Plan also connects to previous approved plans that talk about infrastructure including the Airport Master Plan, Transportation Master Plan and Buena Vista Comprehensive Plan.
  3. Community – The Three-Mile Plan refers to Buena Vista and Chaffee County Comprehensive Plans that cover expanded community needs within areas listed in the plan.
  4. Environment – The Three-Mile Plan addresses environmental concerns regarding waterways, floodplain, parks and trails as required by state statutes.
  5. Water – The Three-Mile Plan links to the already approved Town of Buena Vista Water Master Plan that addresses current and future water needs.

**BOT ACTION:**

Based upon the requirements of the Colorado Revised Statutes Section 31-12-105(1)(e), staff recommends that the Board of Trustees hereby **APPROVE** and adopt the Town of Buena Vista Three-Mile Plan.

**ATTACHMENTS:**

Planning and Zoning Commission Staff Report  
2015 Three-Mile Plan  
2016 Three-Mile Plan Draft  
Board of Trustees Draft Resolution



**Town of Buena Vista**  
Post Office Box 2002  
Buena Vista, Colorado 81211  
Phone: (719) 395-8643  
Fax: (719) 395-8644

## **PLANNING AND ZONING COMMISSION STAFF REPORT**

**REPORT DATE:** October 17, 2016

**HEARING DATE:** October 19, 2016

**SUBJECT:** Town of Buena Vista, 2015 – Three-Mile Plan Update

**APPLICANT:** Town of Buena Vista Planning Department

**REQUEST:** That the Planning Commission recommend adopt and recommend that the Board of Trustees approve the 2016 annual update of the Town's Three-Mile Plan.

**TOWN STAFF:** Scott Reynolds, Planner I

### **STAFF RECOMMENDATION:**

The Planning and Zoning Commission accepts the conclusion and recommendation as presented in the staff report and recommends **APPROVAL** to the Board of Trustees for the Three-Mile Plan:

### **ATTACHMENTS TO THE REPORT:**

Attachment A – 2016 Three-Mile Plan and supporting Maps

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## I. BACKGROUND

Section 31-12-105(1)(e) of the Colorado Revised Statutes places limits on municipalities that annex land by mandating that “no annexation may take place that would have the effect of extending a municipal boundary more than three miles in any direction from any point of such municipal boundary in any one year.”

Section 31-12-105(1)(e) of the Colorado Revised Statutes also requires that, “prior to the completion of any annexation within this three-mile area, the municipality shall have in place a plan for that area that generally describes the proposed location, character, and extent of streets, subways, bridges, waterways, waterfronts, parkways, playgrounds, squares, parks, aviation fields, other public ways, grounds, open spaces, public utilities, and terminals for water, light, sanitation, transportation, and power to be provided by the municipality and the proposed land uses for the area.” In addition, municipalities adopting an annexation plan must update the plan on an annual basis.

The previous Three-Mile Plan was last adopted by resolution of the Board of Trustees on December 8, 2015.

## II. BUENA VISTA 2016 THREE-MILE PLAN

The Town’s Three Mile Plan consists of an introduction and description of the plan, an explanation of how the plan addresses state requirements and annexation maps. The Town’s Three-Mile Plan includes references to various independent and applicable land use plans including but not limited to:

- Town of Buena Vista Comprehensive Plan (updated in 2015).
- Airport Master Plan (slated to be updated in 2016).
- Buena Vista Trail Master Plan (adopted in 2015).
- CDOT 2040 Regional Transportation Plan.
- Chaffee County Comprehensive Plan.

All plans referred to in both this staff report and section four of the Three-Mile Plan are available at Town Hall for public access and review. Plans developed by the Town are also available on the Town’s website; copies of the County’s plans are available on their website or at their offices in Salida.

## III. SUMMARY OF CHANGES

The 2016 plan more appropriately reflects the minimum state statute requirements from previous Three-Mile Plans. The area of desired growth remains the same as the 2015 Three-Mile plan with the exception of the Buffalo Hills Subdivision north of Town. This plan is further broken into sub areas to better identify known conditions and improve usability of the document.

## IV. PROCESS AND NOTIFICATION

The Colorado Revised Statutes do not specify how public notice is provided for adoption of the Three-Mile Plan. It is subject to each community’s regulations and practice. It has been Buena Vista’s practice to have the Planning Commission adopt the Conclusion and Recommendation that the Board of Trustees approve the plan at a public hearing. The Board of Trustees is then asked to approve the Planning Commission’s action with a resolution.

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## V. CONCLUSION AND RECOMMENDATION

Based upon the requirements of the Colorado Revised Statutes Section 31-12-105(1)(e), staff recommends that the Planning and Zoning Commission find that:

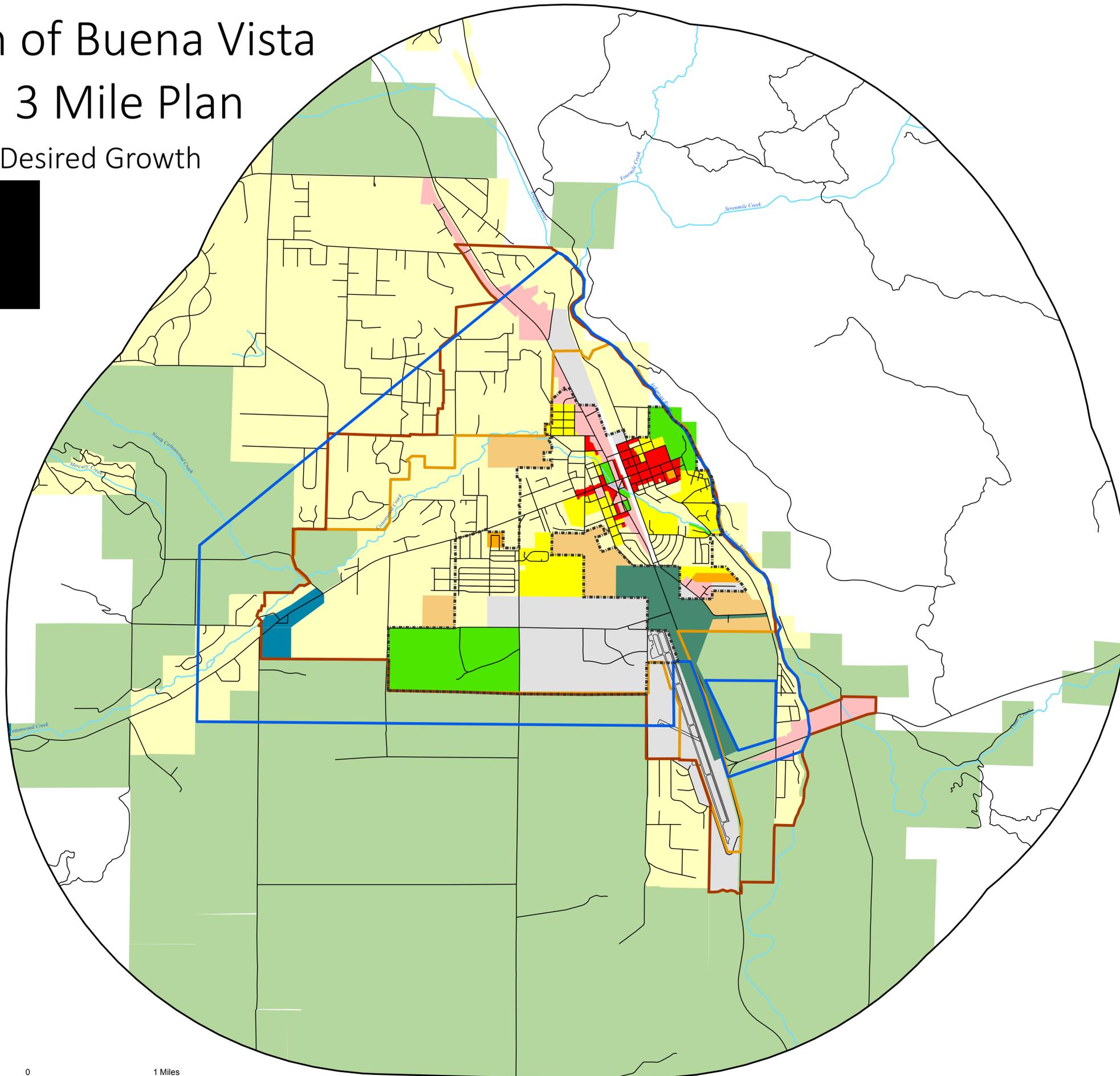
- A. The Town of Buena Vista Planning Department has submitted an application to update the Three-Mile Plan; and
- B. All annexations shall be evaluated based upon the goals of the Town of Buena Vista Comprehensive Plan and the 2016 Three-Mile Plan.

### THEREFORE

The Planning and Zoning Commission accepts the conclusion and recommendation as presented in the staff report and recommends **APPROVAL** to the Board of Trustees for the Three-Mile Plan:

# Town of Buena Vista 2015 3 Mile Plan

Area of Desired Growth



### Legend

-  3 Mile Planning Area
-  Town Boundary
-  Water Service Boundary
-  Streets
- Area of Desired Growth**
-  2010
-  2014
- Town Zone Districts**
-  B-1 General Business
-  B-2 Highway Business
-  I-1 Industrial
-  R-1 Low-Density Residential
-  R-2 General-Density Residential
-  R-3 High-Density Residential
-  S-1 Special Recreational
- Proposed Intensity Zones**
-  Moderate Intensity
-  Zero Intensity
- Chaffee County Zones**
-  Recreational
-  Commercial
-  Industrial
-  Rural Commercial/Recreational
-  PUD
-  Residential
-  Rural



1 0.5 0 1 Miles



# Town of Buena Vista Three-Mile Plan



November 2016

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## I. Introduction

This document constitutes the Three-Mile Plan (“Plan”) for the Town of Buena Vista, as required by and in conformance with Section 31-12-105(1)(e) of the Colorado Revised Statutes (C.R.S.).

### a. Statutory Requirements

In 1987, the Colorado legislature amended state statutes relating to municipal annexations. The change restricts annexations from extending from a municipal boundary any more than three miles in any given year. State statutes also require that municipalities have in place a Plan that generally describes potential future growth within three miles of the municipal boundary.

C.R.S 31-12-105(1)(e) defines the plan as a document that generally describes the proposed:

*Location, character, and extent of streets, subways, bridges, waterways, waterfronts, parkways, playgrounds, squares, parks, aviation fields, other public ways, grounds, open spaces, public utilities, and terminals for water, light, sanitation, transportation, and power to be provided by the municipality and the proposed land uses for the area.*

The Plan is required to be updated on at least an annual basis.

### b. Intent

The plan addresses land within three miles of the current boundaries of the town limits in unincorporated Chaffee county. The Plan briefly describes existing conditions as well as general considerations in the event of future annexation. The Plan does not seek to duplicate existing planning efforts that more thoroughly characterize extraterritorial areas. Instead, this document references existing plans or policies that have been adopted by the Town, Chaffee County or other entities.

The Three-Mile Plan does not assume, propose, or guarantee that any property within three miles will be annexed by the Town. The process for annexation is extensive and is regulated by the requirements of C.R.S. Title 31, Article 12. This plan does not propose specific improvements or land uses for extraterritorial areas; if annexation is considered in the future, a more detailed analysis, including an Annexation Impact Report, will be required.

### c. Summary of Changes

The Three-Mile Plan was last adopted by the Board of Trustees via resolution on December 8, 2015. The plan has been updated to better reflect the state statutes requirements and improve overall usability of the document.

The 2016 area of desired growth is the same as the 2015 area except for the removal of the Buffalo Hills Subdivision located north of Town and the inclusion of the Carpenter Town acquisition located by the Airport.

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## II. Three-Mile Boundary

The Three-Mile boundary area is shown on the maps below. The land areas described by this document include properties in unincorporated Chaffee County located within the Three-Mile boundary, area of desired growth and. C.R.S. 31-12-104 includes contiguity requirements for annexation. Certain areas of unincorporated Chaffee County are within three miles of the Town, but are not eligible for annexation because they do not meet contiguity requirements.

## III. Existing Plans

### **Airport Master Plan**

The Town of Buena Vista is in the process of updating the approved 2003 Airport Master plan and should be completed before the end of 2016. This plan denotes a possible cross-wind runway, new facilities, land acquisition and federal airspace requirements. If annexation proposals in or around the Central Colorado Regional Airport are submitted, staff will evaluate the petition based off this plan.

### **Buena Vista Community Trail Master Plan**

The Town of Buena Vista adopted the plan in 2015. The plan highlights the existing and proposed trails within current municipal limits and the in the county. If any land within the Three-Mile area is proposed to be annexed in the future, annexation proposals will be evaluated based off this plan for trail connectivity.

### **Buena Vista Comprehensive Plan**

The Town of Buena Vista most recently updated its comprehensive plan in 2015. This long-range planning document includes goals and policies that help direct development within the Town. The comprehensive plan does not identify future land uses for any area outside of the municipal boundary. If any land within the Three-Mile area is proposed to be annexed in the future, annexation proposals would be evaluated against the Town's comprehensive plan for compatibility with surrounding land use patterns.

### **Buena Vista River Park Master Plan**

The Town of Buena Vista adopted this master plan in 2013. The plan outlines the proposed park improvements and identifies that a land swap with the Bureau of Land Management (BLM) is needed. The intent of that swap is to simplify ownership to the BLM along the east side and the Town along the west side of the Arkansas River to alleviate confusion on land ownership. The Town of Buena Vista would most likely initiate the process for the land swap and annexation petition.

### **CDOT 2040 Regional Transportation Plan – San Louis Valley**

Adopted by CDOT in 2015, this plan provides overall priorities for the region and vital for securing funding for transportation projects. This plan helps to inform decisions by the Colorado Department of Transportation (CDOT) makes about the state's transportation system which includes Highway 24 and Highway 285. If any land abutting CDOT right-of-way within the Three-Mile area is proposed to be annexed in the future, annexation proposals would be evaluated based off this plan.

**Chaffee County Comprehensive Plan & Zoning Map**

Chaffee County adopted a Comprehensive Master Plan in March 2000 which applies to all unincorporated areas. The County has divided unincorporated land into two subareas, Buena Vista area and Salida/Poncha Springs. Current county zoning is denoted on the county zoning map and for the most part is complementary to the Town’s own zoning standards. If any land within the Three-Mile area is proposed to be annexed in the future, annexation proposals would be evaluated based off its current zoning and intended uses within the Town of Buena Vista.

**Chaffee County Trail Master Plan**

Chaffee County adopted the plan in 2003 and it outlines trail connections outside the current town limits. If any part of or abutting land within the Three-Mile area is proposed to be annexed in the future, annexation proposals would be evaluated based off this plan.

**Transportation Master Plan**

The Town of Buena Vista adopted this master plan in 2004. The plan highlights municipal road connections, upgraded roadways, intersection improvements and trail expansions. If any land within the Three-Mile area is proposed to be annexed in the future, annexation proposals would be evaluated for transportation connections using this plan.

**Water Resources Master Plan**

This plan, adopted in 2014, outlines the Town of Buena Vista water system including system improvements to meet future water needs of the town. If any land within the Three-Mile area is proposed to be annexed in the future, annexation proposals would be evaluated against this plan to ensure adequate water service can not only be provided but also maintained.

**IV. Special Districts within the Three-Mile Area.**

- Chaffee County Fire Protection District**
- Buena Vista Sanitation District**
- North Library District**
- Buena Vista R-31 School District**
- Southeastern Colorado Water District**
- Upper Arkansas Water District**
- Salida Hospital District**

**V. Three-Mile Land Use Planning Areas**

**a. Area 1 - Municipal Airport Land**

The majority of the area is owned by the Town of Buena Vista. Annexation of this area is focused around municipal airport operations and supporting increase economic activity at the Airport. Part of this area is owned by Colorado Parks and Wildlife and would required land acquisition.

Area 1	
Streets:	Streets will need to be brought up to Town standards with limited local roads needed to future uses depending on density. Please refer to the Transportation Master Plan and CDOT 2040 Regional Transportation Plan.

Subways:	No subways are present or planned.
Bridges:	Highway 285 bridge over the Railroad right-of-way is present. Please refer to CDOT 2040 Regional Transportation Plan. No new bridges are planned.
Waterways:	The Cottonwood Irrigation Ditch exists in the area. Please refer to the Airport Master Plan.
Waterfronts:	No new waterfronts are present or planned.
Parkways, playgrounds, squares, and parks & open space:	No parkways, playgrounds, squares parks or open space are desired around the airport. Please refer to the Airport Master Plan. An Easement exists on the Southeast parcel of land in this area.
Aviation fields:	Please refer to Airport Master Plan.
Other public ways, grounds, & open space:	Please refer to the Airport Master Plan, Town of Buena Vista and County Trail Master Plan.
Public Utilities:	Utility expansion will need to be expanded to service any new uses within the area.
Terminals for water and transportation provided by the municipality:	Water lines will need to be expanded to service the area South of Colorado Mountain College. Please refer to the Water Resource Master Plan.
Land Uses:	Industrial and Airport uses are desired. Please refer to the Airport Master Plan, Chaffee County & Town of Buena Vista Comprehensive Plans and Chaffee County Zoning Map.

#### **b. Area 2 - South Pleasant Avenue Area and 28470 County Road 321**

This area is highly desired for annexation from the Town standpoint since the majority of the land is already surrounded by Town limits and any development in these areas would cause impacts to the Town of Buena Vista. It also covers one county parcel enclave by the Town along Rodeo Road.

<b>Area 2</b>	
Streets:	Streets will need to be brought up to Town standards with local roads needed to serve future uses depending on density. Please refer to the Transportation Master Plan.
Subways:	No subways are present or planned.
Bridges:	No new bridges are currently planned. Possible culverts may need to be installed with future development for Irrigation Ditches.
Waterways:	Cottonwood Irrigation Ditch is present. No changes to the waterways are planned at this time.
Waterfronts:	No waterfronts are present and no changes are proposed. No new water bodies are planned for this area.
Parkways, playgrounds, squares, and parks & open space:	Parks, Playgrounds, and open space are needed in both of these areas. Please Refer to the Town of Buena Vista Comprehensive Plan for guidance for these elements.
Aviation fields:	Existing aviation facilities in the Town are sufficient and no new facilities are necessary. Please refer to the Airport Master Plan.

Other public ways, & grounds:	Please refer to both the Town and County Trail Master Plan.
Public Utilities:	Utility expansion will need to be expanded to service any new uses within the area.
Terminals for water and transportation provided by the municipality:	Water service will need to be expanded to provide service for existing properties as well as any future lots. Please refer to Water Resource Master Plan.
Land Uses:	Residential and limited historic commercial uses are desired. Please refer to Chaffee County & Town of Buena Vista Comprehensive Plans and Chaffee County Zoning Map.

### c. Area 3 - County Road 313

This area is highly desired for annexation from the Town standpoint since the majority of the land is already surrounded by Town limits and any development in these areas would cause impacts to the Town of Buena Vista.

<b>Area 3</b>	
Streets:	Streets will need to be brought up to Town standards with limited local roads needed to future uses depending on density. Please refer to the Transportation Master Plan.
Subways:	No subways are present or planned.
Bridges:	No new bridges are currently planned. Possible culverts may need to be installed with future development for Irrigation Ditches.
Waterways:	Trout Creek Ditch Company Ditch and the Arkansas River are present. No changes to the waterways are planned at this time.
Waterfronts:	The Arkansas River waterfront is present and no changes are proposed. No new water bodies are planned.
Parkways, playgrounds, squares, and parks & open space:	Parks, Playgrounds, and open space are needed in both of these areas. Please Refer to the Town of Buena Vista Comprehensive Plan for guidance for these elements.
Aviation fields:	Existing aviation facilities in the Town are sufficient and no new facilities are necessary. Please refer to the Airport Master Plan.
Other public ways, & grounds:	Please refer to both the Town and County Trail Master Plan.
Public Utilities:	Utility expansion will need to be expanded to service any new uses within the area.
Terminals for water and transportation provided by the municipality:	Water service will need to be expanded to provide service for existing properties as well as any future lots. Please refer to Water Resource Master Plan.
Land Uses:	Mostly Residential and a few Commercial/Industrial uses just North of DOC facility are desired. Please refer to Chaffee County & Town of Buena Vista Comprehensive Plans and Chaffee County Zoning Map.

### d. Area 4 - Department of Correction (DOC) Facility

The DOC Facility is currently outside the Municipal Limits of the Town of Buena Vista. This area is not desired to be annexed at this time since it is owned by the State of Colorado.

<b>Area 4</b>	
Streets:	Streets will need to be brought up to Town standards, no new public street or rights of ways are needed or planned if the State still owns the property.
Subways:	No subways are present or planned.
Bridges:	No bridges are present or planned.
Waterways:	No waterways are present or planned.
Waterfronts:	A pond is present on the property. Future ponds are not planned at this time.
Parkways, playgrounds, squares, and parks & open space:	No parks, parkways, squares, parks or open space are present or planned.
Aviation fields:	Existing aviation facilities in the Town are sufficient and no new facilities are necessary. Please refer to the Airport Master Plan.
Other public ways, & grounds:	Please refer to both the Town and County Trail Master Plan.
Public Utilities:	Service is already provided to the DOC facility.
Terminals for water and transportation provided by the municipality:	Back up Town water service is currently provided. Water service expansion is not needed. Please refer to the Water Resource Master Plan.
Land Uses:	Prison land uses would be allowed if the land is still owned by the state. Please refer to Chaffee County & Town of Buena Vista Comprehensive Plans and Chaffee County Zoning Map.

**e. Area 5 - Johnson Village Commercial District**

This area is desired for future commercial growth of the Town of Buena Vista. At the current time, it is located significantly outside of the Municipal Boundaries.

<b>Area 5</b>	
Streets:	Streets will need to be brought up to Town standards. No new public street or rights of ways are needed or planned. Please refer to the Transportation Master Plan and CDOT 2040 Regional Transportation Plan.
Subways:	No subways are present or planned.
Bridges:	A bridge is present over the Arkansas River that is part of Highway 285. No new bridges are proposed at this time. Please refer to the CDOT 2040 Regional Transportation Plan.
Waterways:	The Arkansas River and Trout Creek Ditch Company Ditch runs through the area. No changes are planned.
Waterfronts:	The Arkansas River waterfront is present and is not planned to be changed.
Parkways, playgrounds, squares, and parks & open space:	Park and open space abutting the Arkansas River are desired for trails, flood control and recreational amenities. Please refer to the Buena Vista Comprehensive Plan, Chaffee County Comprehensive Plan and Trail Master Plans for guidance for these elements.
Aviation fields:	Existing aviation facilities in the Town are sufficient and no new facilities are necessary. Please refer to the Airport Master Plan.
Other public ways, & grounds:	Please refer to both the Town and County Trail Master Plan.

Public Utilities:	Utility expansion will need to be expanded to service any new uses within the area.
Terminals for water and transportation provided by the municipality:	Water service will need to be expanded to provide service for existing properties as well as any future lots. Please refer to Water Resource Master Plan.
Land Uses:	Commercial uses are desired. Please refer to Chaffee County & Town of Buena Vista Comprehensive Plans and Chaffee County Zoning Map.

**f. Area 6 - Johnson Village Residential**

This area has its own set of challenges and benefits to the Town of Buena Vista. Casa Del Rio subdivision has a private sewer service that does not meet the Buena Vista Sanitation District standards. Their would be significant cost to bring the streets up to town standards, water line expansion and code enforcement in the area. The land would provide additional housing options in the Town of Buena Vista as well as recreational options.

Area 6	
Streets:	Streets will need to be brought up to Town standards but no new public street or rights of ways are planned. Please refer to the Transportation Master Plan.
Subways:	No subways are present or planned.
Bridges:	No bridges are present or planned.
Waterways:	The Arkansas River is present and no changes are planned.
Waterfronts:	The Arkansas River waterfront is present and no changes are planned.
Parkways, playgrounds, squares, and parks & open space:	Park and open space abutting the Arkansas River are desired for trails, flood control and recreational amenities. Please refer to the Buena Vista Comprehensive Plan, Town and County Trail Master Plan for guidance for these elements.
Aviation fields:	Existing aviation facilities in the Town are sufficient and no new facilities are necessary. Please refer to the Airport Master Plan.
Other public ways, & grounds:	Please refer to both the Town and County Trail Master Plan.
Public Utilities:	Utility expansion will need to be expanded to service any new uses within the area.
Terminals for water and transportation provided by the municipality:	Water service will need to be expanded to provide service for existing properties as well as any future lots. Please refer to Water Resource Master Plan.
Land Uses:	Residential uses are desired. Please refer to Chaffee County & Town of Buena Vista Comprehensive Plans and Chaffee County Zoning Map.

**g. Area 7 - County Residential**

The majority of the land is already developed as residential land uses. Known floodplain and flood way exist in the area. Annexations in this area would provide additional residential land for the Town of Buena Vista.

<b>Area 7</b>	
Streets:	Local streets will need to be brought up to town standards. Please refer to the Transportation Master Plan.
Subways:	No subways are present or planned.
Bridges:	Two existing bridges cross over Cottonwood Creek. No new bridges are planned at this time.
Waterways:	Cottonwood Creek and multiple ponds are present. No changes or expansion is planned.
Waterfronts:	Cottonwood Creek and ponds are present and future expanded water detention is not planned.
Parkways, playgrounds, squares, and parks & open space:	Park and open space abutting Cottonwood Creek are desired for trails, flood control and recreational amenities. Please refer to the Buena Vista Comprehensive Plan and Trail Master Plan for guidance for these elements.
Aviation fields:	Existing aviation facilities in the Town are sufficient and no new facilities are necessary. Please refer to the Airport Master Plan.
Other public ways, & grounds:	Please refer to both the Town and County Trail Master Plan.
Public Utilities:	Utility expansion will need to be expanded to service any new uses within the area.
Terminals for water and transportation provided by the municipality:	Water service will need to be expanded to provide service for existing properties as well as any future lots. Please refer to Water Resource Master Plan.
Land Uses:	Residential and limited historical commercial uses are desired. Please refer to Chaffee County & Town of Buena Vista Comprehensive Plans and Chaffee County Zoning Map.

#### **h. Area 8 - Buena Vista Highway Commercial.**

The expansion of the Buena Vista commercial districts to the north of the existing B-2 zone district would provide expanded tax base and provide larger commercial lots.

<b>Area 8</b>	
Streets:	Local streets will need to be brought up to town standards. Please refer to the Transportation Master Plan and CDOT 2040 Regional Transportation Plan.
Subways:	No subways are present or planned.
Bridges:	No bridges are present or planned.
Waterways:	Cottonwood Irrigation Ditch is present and no changes are planned.
Waterfronts:	No new waterfronts are present or planned.
Parkways, playgrounds, squares, and parks & open space:	Please refer to the Town of Buena Vista Comprehensive Plan for guidance for these elements.
Aviation fields:	Existing aviation facilities in the Town are sufficient and no new facilities are necessary. Please refer to the Airport Master Plan.
Other public ways, & grounds:	Please refer to both the Town and County Trail Master Plan.

Public Utilities:	Utility expansion will need to be expanded to service any new uses within the area.
Terminals for water and transportation provided by the municipality:	Water service will need to be expanded to provide service for existing properties as well as any future lots. Please refer to Water Resource Master Plan.
Land Uses:	Commercial uses are desired. Please refer to Chaffee County & Town of Buena Vista Comprehensive Plans and Chaffee County Zoning Map.

#### i. Area 9 - Colorado Parks & Wildlife (CPW) Land Swap.

The expansion of the Buena Vista commercial districts to the south of the existing B-2 zone district would provide expanded tax base and provide larger commercial lots. The land south is currently owned by the CPW and would required negotiations between the Town of Buena Vista and the State. Acquisition of Area 9 would also provide a benefit to the Town of Buena Vista by turning Area 2 into a enclave. C.R.S provides municipalities increased annexation options with enclaves.

Area 9	
Streets:	Local streets will need to be brought up to town standards. Please refer to the Transportation Master Plan and CDOT 2040 Regional Transportation Plan.
Subways:	No subways are present or planned.
Bridges:	No bridges are present or planned.
Waterways:	Cottonwood Irrigation Ditch is present and no changes are planned.
Waterfronts:	No new waterfronts are present or planned.
Parkways, playgrounds, squares, and parks & open space:	Please refer to the Town of Buena Vista Comprehensive Plan for guidance for these elements.
Aviation fields:	Existing aviation facilities in the Town are sufficient and no new facilities are necessary. Please refer to the Airport Master Plan.
Other public ways, & grounds:	Please refer to both the Town and County Trail Master Plan.
Public Utilities:	Utility expansion will need to be expanded to service any new uses within the area.
Terminals for water and transportation provided by the municipality:	Water service will need to be expanded to provide service for existing properties as well as any future lots. Please refer to Water Resource Master Plan.
Land Uses:	Commercial uses are desired. Please refer to Chaffee County & Town of Buena Vista Comprehensive Plans and Chaffee County Zoning Map.

#### j. Area 10 - Bureau of Land Management (BLM) Land Swap

This area is specific to the Town of Buena Vista and the BLM. The logical boundary between the Town of Buena Vista and BLM land should be the Arkansas River. The Town of Buena Vista owns a piece of land on the east side of the Arkansas River and Barbara Whipple bridge and the BLM owns the land denoted in Area 10. This additional area on the west side of the river would provide additional recreational benefits in town limits.

<b>Area 10</b>	
Streets:	No streets are needed. Please refer to the Transportation Master Plan.
Subways:	No subways are present or planned.
Bridges:	Barbara Whipple Bridge and Ramsour Bridge exist around the area. South Main is planning on constructing a pedestrian bridge from Front Loop to BLM in the distant future. No further bridges are planned at this time.
Waterways:	The Arkansas River is present and no changes are planned.
Waterfronts:	The Arkansas River waterfront is present and is not planned to be changed.
Parkways, playgrounds, squares, and parks & open space:	Park and open space abutting the Arkansas River are desired for trails, flood control and recreational amenities. Please refer to the Buena Vista Comprehensive Plan, River Park Master Plan and Trail Master Plan for guidance for these elements.
Aviation fields:	Existing aviation facilities in the Town are sufficient and no new facilities are necessary. Please refer to the Airport Master Plan.
Other public ways, & grounds:	Please refer to both the Town and County Trail Master Plan.
Public Utilities:	No expanded utility services is needed.
Terminals for water and transportation provided by the municipality:	Water service is not necessary to be expanded for park or open space land.
Land Uses:	Park or Recreational uses are desired. Please refer to Chaffee County & Town of Buena Vista Comprehensive Plans, River Park Master Plan and Chaffee County Zoning Map.

## VI. Maps

### a. Three-Mile Plan Map

This Map illustrates the area three miles outside the current municipal boundaries and the area of desired growth.

### b. Three-Mile Plan Ownership Map

This Map illustrates the government ownership of the surrounding lands outside the current municipal boundaries. This map also shows the known irrigation ditches as stated in Section V of this document.

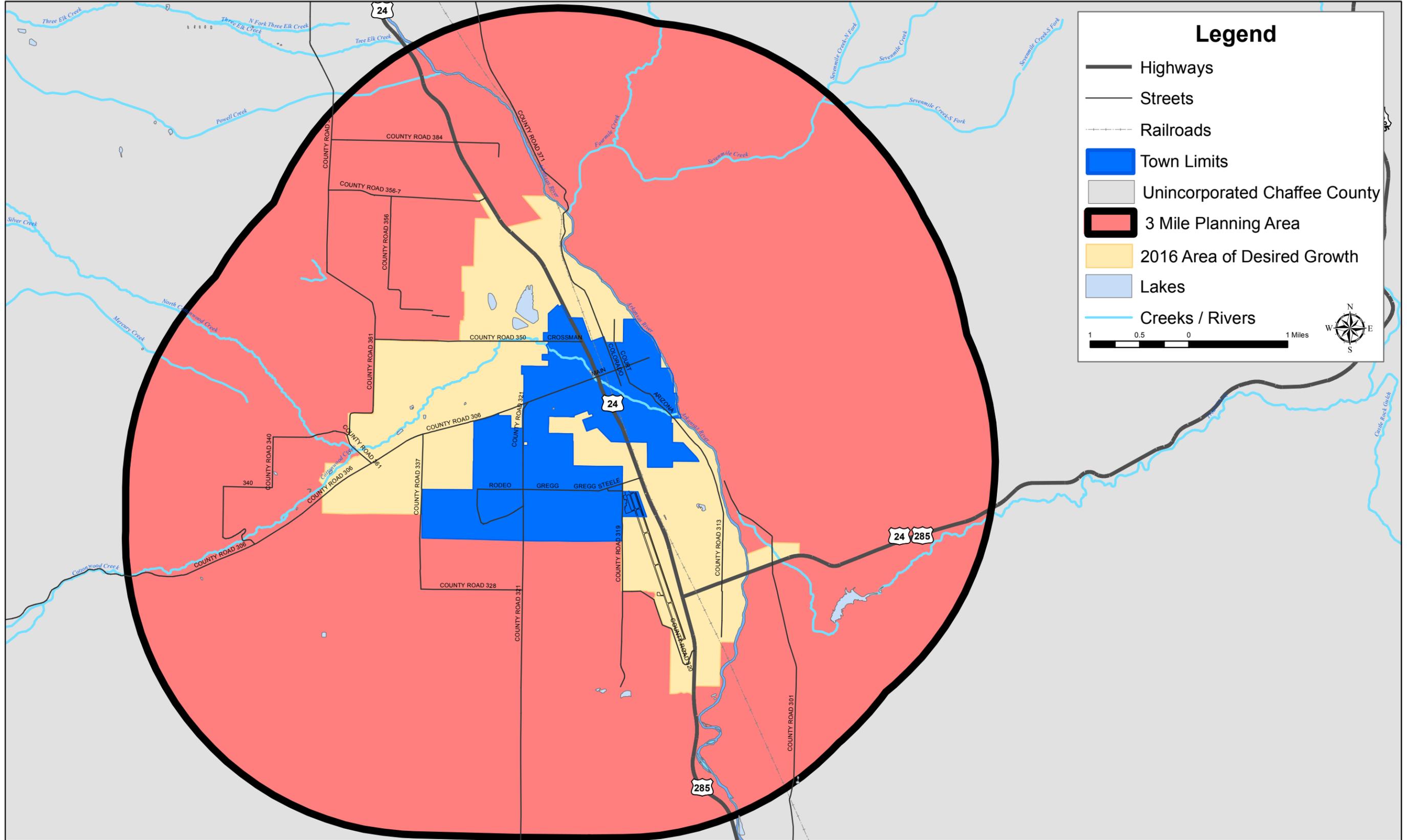
### c. Three-Mile Planning Areas

This Map illustrates the area of desired growth within the Three-Mile Plan shown in previous versions and is further broken down into land use planning areas as covered in Section V of this document.

# Three Mile Plan

The Town of Buena Vista

October 2016



### Legend

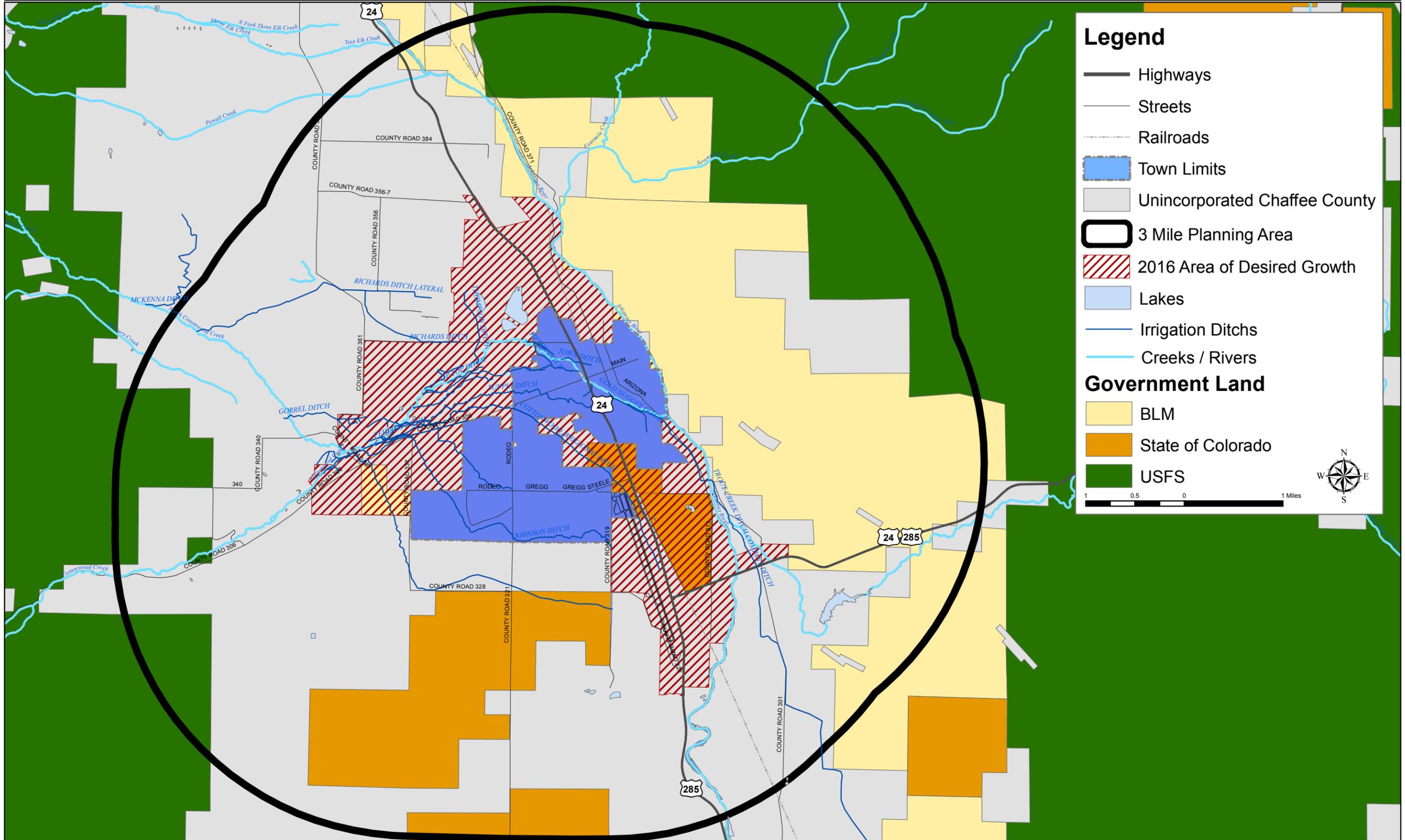
- Highways
- Streets
- Railroads
- Town Limits
- Unincorporated Chaffee County
- 3 Mile Planning Area
- 2016 Area of Desired Growth
- Lakes
- Creeks / Rivers

1 0.5 0 1 Miles

# Three Mile Planning Area Ownership Map

The Town of Buena Vista

October 2016



### Legend

- Highways
- Streets
- Railroads
- Town Limits
- Unincorporated Chaffee County
- 3 Mile Planning Area
- 2016 Area of Desired Growth
- Lakes
- Irrigation Ditches
- Creeks / Rivers

### Government Land

- BLM
- State of Colorado
- USFS

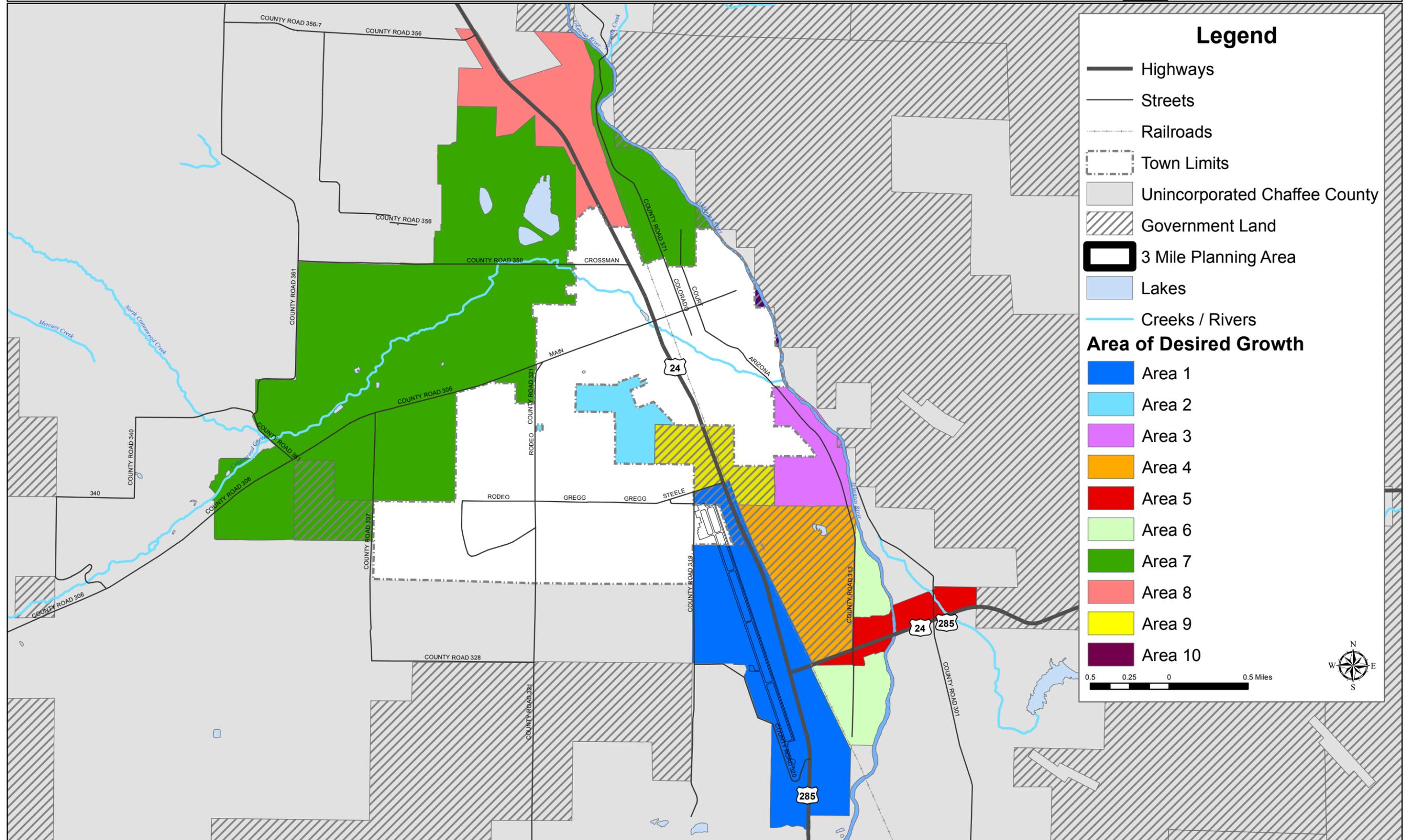
Scale: 0 to 1 Miles

Compass Rose: N, S, E, W

# Three Mile Planning Areas

The Town of Buena Vista

October 2016



**TOWN OF BUENA VISTA  
RESOLUTION NO. 105  
SERIES 2016**

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, ADOPTING AN UPDATED THREE MILE PLAN.**

**WHEREAS**, C.R.S. § 31-12-105(1)(e) requires that a municipality have a plan in place for an area within three miles of the municipal boundaries prior to completion of an annexation, known as “Three Mile Plan” and that such plan should be updated at once annually;

**WHEREAS**, the Three Mile Plan should generally describe the proposed location, character, and extent of streets, subways, bridges, waterways, waterfronts, parkways, playgrounds, squares, parks, aviation fields, other public ways, grounds, open spaces, public utilities, and terminals for water, light, sanitation, transportation, and power to be provided by the municipality and the proposed land uses for the area;

**WHEREAS**, in accordance with C.R.S. § 31-12-105(1)(e), the Town desires to adopt the Three Mile Plan attached hereto as **Exhibit A**.

**BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO**, as follows:

**Section 1.** The Three Mile Plan attached hereto as **Exhibit A** is hereby approved and adopted.

ADOPTED this 9th day of November, 2016.

\_\_\_\_\_  
Joel Benson, Mayor

ATTEST:

\_\_\_\_\_  
Janell Sciacca, Town Clerk



**Town of Buena Vista**  
 P.O. Box 2002  
 Buena Vista CO 81211  
 Phone: (719)395-8643  
 Fax: (719)395-8644

DATE: November 9, 2016  
 TO: Mayor and Board of Trustees  
 FROM: Emily Osborn, Recreation Supervisor

AGENDA ITEM: Should the Board of Trustees approve adoption of Resolution #F61  
 OR A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA,  
 COLORADO APPROVING A CONTRACT BETWEEN ACTIVE NET AND THE TOWN OF  
 BUENA VISTA FOR RECREATION SOFTWARE.?”

---

#### **Request**

Staff is requesting the Board to approve a contract with Active Net to provide recreation software.

#### **Overview**

The Board approved a reallocation of \$17,000 from the Recreation Department wages budget to purchase recreation software. The software will streamline processes, improve staff efficiency, and allow for improved customer service.

#### **Analysis**

Four recreation modules were demoed including Active Net, Blue Sombrero, Tyler, and Civic Plus. The capabilities of Active Net far exceed those of the other companies. Active Net gave an original proposal at \$22,000 and were negotiated down to \$17,000.

#### **Policy Alignment**

This request aligns with administrative policies because it creates efficiencies and supports e-governance services that are forthcoming.

#### **BOT Action**

To approve or deny Resolution #F61 “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO APPROVING A CONTRACT BETWEEN ACTIVE NET AND THE TOWN OF BUENA VISTA FOR RECREATION SOFTWARE.”

#### **Attachments**

Active Net Service Agreement

**TOWN OF BUENA VISTA, COLORADO****RESOLUTION NO. 106****(Series 2016)****A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO APPROVING A CONTRACT BETWEEN ACTIVE NET AND THE TOWN OF BUENA VISTA FOR RECREATION SOFTWARE.**

**WHEREAS**, the Board of Trustees reallocated \$17,000 in the 2016 Budget to purchase recreation software; and

**WHEREAS**, the project followed a formal procurement process and Active Net was selected as the vendor by staff; and

**WHEREAS**, the project fits within the budget approved by the Board of Trustees.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO:**

**Section 1.** The contract attached hereto as **Exhibit A** is hereby approved and the Mayor is authorized to execute the same.

**RESOLVED, APPROVED AND ADOPTED** this 9th day of November, 2016.

\_\_\_\_\_  
Joel Benson, Mayor

ATTEST:

\_\_\_\_\_  
Janell Sciacca, Town Clerk

## Service Agreement

### Contract # \_\_\_\_\_

This Service Agreement ("Agreement") is made effective as of \_\_\_\_\_ (the "Effective Date") and entered into between Active Network, LLC, with principle offices located at 717 N. Harwood St., Suite 2500, Dallas, TX 75201, ("Active" or "we" or "us") and \_\_\_\_\_ ("you" or "your" or "Client").

The parties agree as follows:

1. Services. Active will provide services and support ("Services") related to events, camps, licenses, classes, tickets, contests, permits, facility/equipment use, transactions, sales, memberships, reservations, donations, and/or activities (together, "Events"), including without limitation access to its software as a solution product ("Software"). The features, services, options, and fees may be described more fully on web pages describing the Software and Services, and/or in an applicable schedule, quote, pricing form, order form, or similar document (each, a "Schedule"). From time to time, the parties may enter into new Schedules. Each Schedule will be generated by Active, reference this Agreement or the Contract Number above (if applicable), must be signed by Client, and will be governed by and incorporated into this Agreement. You agree to cooperate with us and to provide us with certain information relating to your organization as necessary for us to provide the Software and Services. Software provided under this Agreement is deemed delivered when access is made available to you.

2. License to Intellectual Property/Promotion. a) Active retains all right, title, and interest in and to its Software and Services and any underlying software subject to the limited license in this Agreement.

b) Active hereby grants to you a limited, non-exclusive, non-transferable, non-sublicensable license during the term of this Agreement (i) to use the Software and Services for the purposes of offering, promoting, managing, tracking, and collecting fees in connection with your Event(s) solely in accordance with the Schedule and this Agreement, and (ii) to display, reproduce, distribute, and transmit in digital form Active's name and logo solely for the purposes set forth in this Section 2. You hereby grant to Active a limited license to use information provided by you relating to your organization and Event, which may include content regarding the Event, your organization's name, trademarks, service marks, and logo, solely in connection with the promotion of your organization or Events and the Services that we provide. All rights not expressly granted herein are reserved.

c) You will make reasonable efforts to promote and encourage the use and availability of the Software in connection with the promotion of Events. You will include Active's name and logo in newsletters, printed registration forms or mailings provided by you to prospective participants (e.g., by inserting the following statement in any online or print media related to your Event: "Online Registration by Active.com"). During the term of this Agreement, Active will be the sole and exclusive provider of registration software provided to Client hereunder for all of Client's Events for which registration begins during the term of this Agreement. Client expressly understands and agrees that the exclusivity set forth in this Section is consideration in exchange for the pricing and other benefits being provided to Client hereunder.

d) You agree to receive notifications regarding free product, promotional items, and giveaways at your Event(s) or facility(ies), but you may opt not to receive the items. Users who register for, sign up, or otherwise use the Services in connection with Events ("End Users") may opt-in to receive information, items, or promotions/deals from Active or other third parties, in which case, Active or such third party will be responsible for fulfillment and for providing customer service for any such offers.

e) Client shall: (i) not reverse engineer, disassemble, modify, incorporate into or with other software, or decompile any Software or prepare derivative works thereof; (ii) not copy, modify, transfer, display, or use any portion of the Software or Services except as expressly authorized in this Agreement or in the applicable documentation; (iii) not contest or do or aid others in contesting or doing anything which impairs the validity of any proprietary or intellectual property rights, title, or interest of Active in and to any Software or Services; (iv) not use the Software to transmit, publish, or distribute any material or information: (1) for which Client does not have all necessary rights and licenses, including any material or information that infringes, violates, or misappropriates the intellectual property rights of any third party; (2) that contains a computer virus or other code, files, or programs designed to disrupt or interfere with the functioning of the Software; (3) that is inaccurate or misleading; or (4) that is or that may reasonably be perceived as being harmful, threatening, offensive, obscene, or otherwise objectionable; (v) not attempt to gain access to any systems or networks that connect thereto except for the express purpose of using the Software for their intended use; (vi) not rent, lease, sublicense, resell, or provide access to the Software on a time-share or service bureau basis; (vii) not engage in any activity that interferes with or disrupts the Software or Services; (viii) not obliterate, alter, or remove any proprietary or intellectual property notices from the Software or Services; (ix) use the Software and Services exclusively for authorized and legal purposes, consistent with all applicable laws, regulations, and the rights of others; (x) not take any steps to avoid or defeat the purpose of security measures associated with the Software and Service, such as sharing of login and password information, or attempt to circumvent any use restrictions.

f) The Software may include encryption software or other encryption technologies that may be controlled for import, export, or purposes under the laws and regulations of the countries and/or territories in which the Software and Services are used ("Applicable Law"). Client may not export, re-export, or assist or facilitate in any manner the export or re-export of, any portion of the Software, as determined by Applicable Law under which Client operates: (i) to any country on Canada's Area Control List; (ii) to any country subject to UN Security Council embargo or action; (iii) contrary to Canada's Export Control List Item 5505; (iv) to countries subject to U.S. economic sanctions and embargoes; and (v) to persons or entities prohibited from receiving U.S. exports or U.S.-origin items, including, to any person or entity appearing on the Office of Foreign Assets Control's Specially Designated Nationals and Blocked Persons List or the Bureau of Industry and Security's Denied Persons List. Client hereby represents and covenants that: (a) to the best of Client's knowledge, Client is eligible to access the Software under Applicable Law; (b) Client will import, export, or re-export the Software to, or use or access the Software in, any country or territory only in accordance with Applicable Law; and (c) Client will ensure that End Users use the Software in accordance with the foregoing restrictions.

3. Information Collection. Active collects certain information from End Users. You may login to our data management system to access End User information relevant to an Event. You are responsible for the security of your login information and for the use or misuse of such information. You will immediately disable a user's access who is using the Software or Services on your behalf or notify Active in writing if any such user is no longer authorized or is using such information without your consent. Active may rely, without independent verification, on such notice, and Client, inclusive of Client's parent, subsidiary and affiliated entities, as applicable, and each of their respective officers, directors, managers, shareholders, owners, agents, employees, contractors, and representatives covenant not to sue Active from any claims arising from Active providing, denying, suspending, or modifying access to or use of the Software and Services of any individual as directed by Client or by someone who Active reasonably, under the circumstances, believes is authorized to act on behalf of Client. In the event of any dispute between two or more parties as to account ownership, you agree that Active will be the sole arbiter of such dispute in its sole discretion and that Active's decision (which may include termination or suspension of any account subject to dispute) will be final and binding on all parties. You agree not to use the Software or Services to collect or elicit (a) any special categories of data (as defined in the European Union Data Protection Directive, as may be amended from time to time), including, but not limited to, data revealing racial or ethnic origin, political opinions, or religious or other beliefs, trade-union membership, as well as personal data concerning health or sexual life or criminal convictions other than as expressly directed by Active, and in such event, only in pre-defined fields within the Software that are intended for that purpose; or (b) credit card information other than in pre-defined fields within the Software that are intended for that purpose. Both parties agree to use the collected information in compliance with (i) all applicable laws, rules and regulations, including, without limitation, those governing privacy

## Services Agreement

(e.g., by including an appropriate CAN-SPAM opt out mechanism in email communications) and the use of credit card data (e.g., using credit card information only for purposes authorized by the cardholder); (ii) applicable credit card network rules and Payment Card Industry Data Security Standards; and (iii) Active's privacy policy, as published on its website or otherwise provided by Active from time to time.

4. **Fees.** a) Client will pay the fees as more fully described in the applicable Schedule. Unless otherwise set forth on the applicable Schedule, Active will charge registration fees to individuals who register for the Events online, and will process and collect such fees as a merchant of record according to the card networks. On a bi-weekly basis, unless otherwise set forth in the applicable Schedule, Active will pay you sums due to you based on the total fees collected, net of Active's service fees as set forth in the applicable Schedule and any other deductions provided herein. The applicable currency will be set forth on the Schedule.

b) Active may suspend its performance hereunder, including remitting payments, or terminate this Agreement in the event it reasonably believes that your use of the Software or Services is not in compliance with applicable law or this Agreement, is fraudulent, or is otherwise suspect, or if there is a dispute as to the legal authority of a Client-associated party to perform hereunder. If Active reasonably believes that a transaction may be fraudulent or otherwise contrary to law, Active may issue an invoice or offset an equivalent amount from your account or any payment Active owes to you and return the value to the End User (as set forth below) and if sufficient funds are not available, you must reimburse Active on demand. Active will notify you of the reason for such offset provided that it is lawful to do so.

c) Any minimum volume commitment will be set forth in the applicable Schedule. The minimum volume calculation will begin on the date of the first live operational use of the Software for the Event(s) ("Go-Live Date"). If the Schedule indicates that you are paying on a subscription basis, you will be invoiced for the first year of subscription fees upon the Go-Live Date, with subsequent annual subscription fees being invoiced upon each anniversary of Go-Live Date.

d) If (i) you fail to meet an agreed upon minimum volume commitment as set forth in a Schedule; (ii) there are any overdue amounts owed by you; or (iii) there are returned charges or items, including those resulting from any error or complaint related to an Event, Active has the right to charge fees owed to Active by you by issuing an invoice, or by offsetting the deficiency from any account balance you maintain with Active or any payment Active owes you.

e) All amounts owed by you that are not directly collected by Active from End Users are due from you within thirty (30) days from either (i) the end of the remittance cycle during which the fees accrued (if related to registrations) or (ii) the date of the applicable invoice. These fees are displayed on your account statement. Past due fees shall accrue interest at the lesser of the annual rate of ten percent (10%) per annum or the maximum amount permitted by applicable law. In the event of delay in paying a fee, you agree to reimburse Active for any fees incurred in its collection efforts. Active may suspend or deactivate your account, including suspending its performance and obligation to remit payments hereunder, if your account is more than thirty (30) days past due.

f) Active may modify the fees once per calendar year, provided that any increase will not exceed twelve and a half percent (12.5%) over the then-current fees.

g) You are solely responsible for, and will pay, any and all use, excise, sales or privilege taxes, duties, value added taxes, fees, assessments, or similar liabilities, chargeable by a governmental authority (collectively, "Taxes") as a result of any Software or Service provided under this Agreement. Taxes on Active's net income are excluded.

h) All fees described in the applicable Schedule are in consideration of the Software and Services that Active provides. Active and Client acknowledge that certain credit card network rules and laws prohibit imposing a surcharge that is based on the type of payment method used (e.g., having a different fee for the use of a credit card vs. debit card), and therefore, each agrees not to impose such a surcharge on any end user.

i) In the event you are entering into this Agreement and using the Services for the benefit of a third-party Event or organization ("Third Party Beneficiary"), you agree that we may remit amounts directly to the Third Party Beneficiary identified by you. In addition, you agree to include provisions in your agreement with such Third Party Beneficiary that are at least as protective of Active as Sections 5 and 6 herein. You agree to be responsible and liable for each Third Party Beneficiary's compliance with the terms and conditions of this Agreement.

j) It is your responsibility to notify End Users of your refund policy. You must ensure that your refund policies are consistent with this Agreement. You agree that all fees for a given Event are earned by you only following either the conclusion or delivery of the applicable Event (as applicable) and all amounts ultimately due to you will be net of all service fees, reversals, refunds, disputed charges, chargebacks and other deductions, whether due to customer complaints, allegations of fraud, discrepancies related to the applicable Event or otherwise. No payments shall be made to you with respect to any Event that is cancelled. If payments have already been made by Active to you for a cancelled Event or if Active reasonably determines that it is prudent or otherwise necessary to pay a refund to or honor a chargeback request from an End User, Active may issue an invoice or offset an equivalent amount from your account or payment owed by Active to you and return the value to the End User, and if sufficient funds are not available, you must reimburse Active on demand. Active will notify you of the reason for such offset provided that it is lawful to do so.

5. **Disclaimer of Warranty/Limitation of Liability.** ACTIVE EXPRESSLY DISCLAIMS ANY WARRANTY THAT THE USE OF THE SOFTWARE OR SERVICES WILL BE UNINTERRUPTED OR ERROR FREE OR THAT THE SOFTWARE OR SERVICES WILL MEET YOUR REQUIREMENTS. SOFTWARE AND SERVICES ARE PROVIDED TO YOU ON AN "AS-IS" BASIS WITHOUT WARRANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. ACTIVE SHALL NOT BE LIABLE FOR INDIRECT DAMAGES OR LOSSES (IN CONTRACT, TORT, OR OTHERWISE), INCLUDING BUT NOT LIMITED TO DAMAGES FOR LOST PROFITS, LOST SAVINGS, COST OF REPLACEMENT SERVICES, LOST DATA, LOSS OF USE OF INFORMATION OR SERVICES, OR ANY INCIDENTAL, CONSEQUENTIAL, EXEMPLARY, PUNITIVE, OR SPECIAL DAMAGES. ACTIVE'S TOTAL AGGREGATE LIABILITY FOR ALL MATTERS ARISING FROM OR RELATED TO THIS AGREEMENT IS LIMITED TO THE AMOUNT OF FEES ACTUALLY PAID BY YOU AS CONSIDERATION FOR THE SOFTWARE AND SERVICES GIVING RISE TO SUCH CLAIMS DURING THE TWELVE (12) MONTH PERIOD PRECEDING THE DATE ON WHICH THE FIRST CAUSE OF ACTION AROSE.

6. **Indemnification.** a) Active shall defend, settle, and pay damages (including reasonable attorneys' fees) ("Damages") relating to any third party claim, demand, cause of action or proceedings (whether threatened, asserted, or filed) ("Claims") against Client to the extent that such Claim is based upon Active's proprietary Software infringing a United States patent, registered copyright, or registered trademark provided that the Software is used in accordance with this Agreement.

b) You shall defend, settle, and pay Damages relating to Claims to the extent based on (i) injury or death to a person or damage to property resulting from the participation in an Event operated by you in connection with the Software and/or Services; (ii) your provision of materials, products, or services as part of your obligations hereunder that infringe the intellectual property rights of any third party provided that such materials, products, or services are used by Active in accordance with this Agreement; (iii) your use of the Software and/or Services in violation of Section 2(e); (iv) any claims for refunds, reversals, or chargeback requests from End Users; and/or (v) brought by a Third Party Beneficiary or brought in connection with Active's payment to a Third Party Beneficiary of any fees due hereunder in accordance with this Agreement. For the purposes of Sections 5 and 6, reference to Active shall also include its suppliers and licensors.

7. **Term and Termination.** The initial term of this Agreement shall be for one (1) year from the Effective Date with automatic renewals for one (1) year terms thereafter, unless either party gives written notice to the other party to terminate this Agreement no less than twelve (12) months prior to the expiration of the then-current term. Either party may terminate this Agreement: (a) upon a material breach by the other party, if such breach is not cured within thirty (30) days following written notice to the breaching party; or (b) where the other party becomes unable to fulfill its payment obligations generally or is subject to a filed bankruptcy petition or formal insolvency proceeding that is not dismissed within thirty (30) days. Notwithstanding the termination or expiration of this Agreement under any circumstance other than in the event of Active's breach of the Agreement, the parties agree that Active will continue to be the exclusive provider of registration software and other services similar to the Software and Services provided to Client hereunder for all of Client's Events for which registration begins during the term of this Agreement until the Event occurs or registration or similar services are no longer needed.

## Services Agreement

8. Assignment. a) Active may assign any of its rights or obligations under this Agreement. Client may not resell, assign, or transfer any of its rights or obligations hereunder except as expressly provided herein, and any attempt to resell, assign, or transfer such rights or obligations without Active's prior written approval will be null and void.

b) Except for Retained Assets (as defined below), Client shall cause each Schedule hereunder to be assigned to (i) the purchaser of all or substantially all of Client's assets or equity securities or (ii) to any successor by way of merger, consolidation, or other corporate reorganization of Client ((i) and (ii) together, a "Change of Control").

c) In addition, if Client seeks to sell, assign or otherwise transfer any Events which are the underlying subject matter of any Schedule (the "Subject Assets") regardless of whether such sale, assignment or transfer constitutes a Change of Control (any such transaction, a "Transfer"), Client shall cause the portion of the applicable Schedule relating to such Event(s) to be assigned to the purchaser or assignee of the Subject Assets (i.e. Client shall require the purchaser to assume Client's obligations under the applicable Schedule and this Agreement relating to such Event); provided however, in the event Client seeks to consummate a Transfer or enters into a Change of Control, but Client retains assets (i.e. Events) which are the underlying subject matter of a Schedule ("Retained Assets"), Client shall cause the applicable portion of the Schedule relating to the Subject Assets to be assigned to the purchaser or assignee of the Subject Assets, and Client shall retain its obligations under this Agreement and the Schedule(s) relating to the Retained Assets. Client shall be responsible for any and all costs incurred by it in connection with any such assignment.

d) In the event that Client plans to enter into a Change of Control or otherwise consummate a Transfer, Client agrees to provide prior written notice to Active of the contemplated transaction. Within the thirty (30) day period following such transaction, Active shall have the right to immediately terminate each applicable Schedule if Active determines, in its reasonable good faith discretion that the purchaser or assignee of the Subject Assets is a competitor of Active or a party with whom Active does not want to do business.

e) Client agrees to require that the assignee (as outlined in this Section 8) agree, in writing, to be bound by the terms and conditions of the Agreement and each applicable Schedule.

9. Miscellaneous. a) Any notices required to be given under this Agreement shall be in writing sent to the address set forth below for Client or, in the case of Active, to the address set forth above to the attention of Chief Legal Officer. Notices will be deemed received the next day if sent via overnight mail or courier with confirmation of receipt, or three (3) days after deposited in the mail sent certified or registered.

b) This Agreement shall be governed by the laws of the State of Colorado, without giving effect to the conflict of laws provisions thereof. Neither the United Nations Convention of Contracts for the International Sale of Goods nor the Uniform Computer Information Transactions Act shall apply to this Agreement. The parties irrevocably agree that any legal action or proceeding relating to this Agreement shall be instituted only in any state or federal court in Denver, Colorado.

c) This Agreement contains the entire understanding of the parties regarding the subject matter hereof and can only be modified or amended by a subsequent written agreement executed by both parties. This Agreement supersedes and replaces all oral or written RFPs, proposals, prior agreements, and other prior or contemporaneous communications between the parties concerning the subject matter of this Agreement.

d) Sections 2, 3, 5, 6, and 9 of this Agreement and any fees owed by you shall survive any termination or expiration of this Agreement.

e) If any provision of this Agreement is held to be unenforceable by a court of competent jurisdiction for any reason whatsoever, (i) the validity, legality, and enforceability of the remaining provisions of this Agreement (including without limitation, all portions of any provisions containing any such unenforceable provision that are not themselves unenforceable) shall not in any way be affected or impaired thereby, and (ii) to the fullest extent possible, the unenforceable provision shall be deemed modified and replaced by a provision that approximates the intent and economic effect of the unenforceable provision and the Agreement shall be deemed amended accordingly.

f) No waiver of any provision of this Agreement or any attachment shall be effective unless it is in writing and signed by the party against which it is sought to be enforced.

g) Neither party will be deemed to be in default hereunder, or will be liable to the other, for delay or failure to perform any of its obligations under this Agreement to the extent that such delay or failure results from any event or circumstance beyond that party's reasonable control, including without limitation, delays or failures of any Internet service provider, third-party payment processor or other third party.

h) Client has not received or been offered any illegal or improper bribe, kickback, payment, gift, or thing of value from an Active employee or agent in connection with this Agreement.

i) The Software is provided with restricted rights. Use, duplication, or disclosure by the U.S. Government is subject to restrictions as set forth in subparagraph (c) of The Rights in Technical Data and Computer Software clause at DFARS 252.227-7013, or subparagraphs (b)(1) and (2) of the Commercial Computer Software - Restricted Rights at 48 CFR 52.227-19, as applicable. The Manufacturer is Active Network, LLC or one of its affiliates or subsidiaries.

j) This Agreement may be executed in separate counterparts and delivered by such electronic means as are available to the parties. Such counterparts taken together shall constitute one and the same original document.

10. Client and its officers, attorneys and employees, are relying on, and do not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities or protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et seq., as amended, or otherwise available to Client and its officers, attorneys or employees.

11. Subject to Annual Appropriation. Consistent with Article X, § 20 of the Colorado Constitution, any financial obligation of Client not performed during the current fiscal year is subject to annual appropriation, shall extend only to monies currently appropriated, and shall not constitute a mandatory charge, requirement, debt or liability beyond the current fiscal year.

**SIGNATURE PAGE**

By signing this Agreement, each party represents and warrants that it has the necessary and full right, power, authority, and capability to enter into this Agreement and to perform its obligations hereunder.

Active Network, LLC By: _____ Signature (Authorized Representative Only) Name: _____ Title: _____ Date: _____	Client By: _____ Signature (Authorized Representative Only) Name: _____ Title: _____ Date: _____	Email: _____ Phone: _____ Address: _____ _____ Event URL (site): _____
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**Town of Buena Vista**  
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## **BOARD OF TRUSTEES STAFF REPORT**

**HEARING DATE:** November 9, 2016

**TO:** Mayor and Board of Trustees

**FROM:** Mark N. Doering, Principal Planner

**AGENDA ITEM:** Amending the Dimensional Requirements of the R-3 (High-Density Residential) Zone District as listed in Section 16-245 of the Town of Buena Vista Municipal Code

### **REQUEST:**

Staff is requesting changes to the High-Density Residential (R-3) zone district dimensional standards listed in Section 16-245 of the Town of Buena Vista Municipal Code. The requested changes are proposed for new construction in the R-3 zone district to allow for construction of individual single-family homes and attached single-family units on smaller lot sizes than those currently allowed in the code, as well as allow for multifamily residential units. The proposed changes do not alter the allowed uses in the R-3 zone district. The resulting changes will allow for high density residential development to match the intent of the zone district and still allow for individual ownership opportunities. The existing and proposed dimensional standards, as amended by the Planning Zoning Commission, are attached to this report, with the specific proposed dimensions and associated changes to the text in Section 16-245 shown highlighted in green.

### **OVERVIEW:**

The R-3 zone district currently allows for single-family lots with a minimum lot size of 6,000 square feet and a minimum lot width of 65 feet. Those standards are the same as the R-2 zone district standards, and are not much smaller than the standards for the R-1 zone district (6,500 square feet in area and 65 feet in width). Those size requirements do not result in a higher density if individual lots are proposed, whether they are attached or detached. The R-3 zone district does allow for multiple units on one property, but it currently does not permit individual ownership of property unless they are part of a row house or are a condominium where the owners of units do not own the land beneath the unit.

In addition to minimum lot width and lot size, there are several changes proposed to the dimensional standards for setbacks and maximum lot coverage. Setbacks are the minimum horizontal distance required to be maintained free of man-made structures between a lot line or property line (projected vertically) and the nearest point along or on an exterior wall or surface of a building or other structure. Lot coverage is the percentage of a lot that may be covered by a structure in relationship to the overall lot's size.

Staff is proposing changes to these specific requirements to allow for high density residential, especially when individual lots will be owned by different owners. The Planning and Zoning Commission also made amendments to the dimensional requirements for the R-3 zone district at its hearing on October 19, 2016. The Commission recommended to change the proposed minimum side setback requirement from 5 feet to 3 feet for single-family lots and amended the maximum lot coverage requirement from 50% of a lot to 60% to allow a wider individual home on

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a lot to be similar to residential units in the current R-1 OT zone district to match the current residential construction in the downtown area. Staff has modified the dimensional standards for side setbacks and lot coverage as they recommended for the Board's consideration.

**ANALYSIS:**

1. Economic Vitality – The changes to the R-3 dimensional standards allow for high density home ownership and other housing that encourages smart growth and diversified housing in Buena Vista that is not available with the current standards.
2. Infrastructure – Any new housing in Buena Vista must provide infrastructure to support it, and increasing density allows for the costs of new infrastructure to be spread among more units, reducing the cost of infrastructure per unit.
3. Community – The changes to the R-3 dimensional standards will allow for more home ownership opportunities in Buena Vista that cannot be accomplished under the current standards.
4. Environment – The proposed changes encourage efficient use of land and allows more people to live, work, and play in Buena Vista.
5. Water – The changes allow for more people to access water without the need for extensive infrastructure required for less dense housing.

The Buena Vista Municipal Code provides no specific review criteria for amending the text of the zoning ordinance (Section 16). Staff provided the Planning and Zoning Commission with an analysis by evaluating the proposed amended dimensional requirements against the following criteria used in many other communities when they consider amendments to their zoning districts:

1. General conformance with the Comprehensive Plan.
2. Contiguity with adjoining zone districts.
3. Compatibility with surrounding uses and zoning.
4. Consideration that the property was previously zoned in error.

The detailed staff analysis for each criterion is listed in the attached Planning and Zoning Commission Staff Report.

Based upon staff's analysis, staff determined that the current R-3 zone district dimensional standards do not:

1. Match the intent of the providing high density housing.
2. Increase the ability for single-family or multifamily unit home ownership.
3. Provide for a variety of housing types in Buena Vista.
4. Allow for the development of affordable housing by reducing land costs.

**BOT ACTION:** Staff recommends that the Board of Trustees approve the amendments to the High-Density Residential (R-3) zone district, as modified by the Planning and Zoning Commission.

**ATTACHMENTS:**

Planning and Zoning Commission Staff Report  
Existing and Proposed R-3 Zone District Dimensional Requirements, as amended 10/19/16  
Draft Resolution



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## **PLANNING AND ZONING COMMISSION STAFF REPORT**

**REPORT DATE:** October 14, 2016

**HEARING DATE:** October 19, 2016

**ADDRESS:** N/A

**APPLICANT:** Town of Buena Vista

**REQUEST:** Staff is requesting changes to the High-Density Residential (R-3) zone district dimensional standards listed in Section 16-245 of the Town of Buena Vista Municipal Code. The requested changes are proposed to change the requirements for new construction in the R-3 zone district to allow for construction of individual single-family homes and attached single-family units on smaller lot sizes than those currently allowed in the code. The changes do not alter the allowed uses in the R-3 zone district. The resulting changes will allow for high density residential development to match the intent of the zone district and still allow for individual ownership opportunities.

**TOWN STAFF:** Mark N. Doering, Principal Planner

### **STAFF RECOMMENDATION:**

That the Planning and Zoning Commission recommend to the Board of Trustees that they approve the proposed changes to the dimensional requirements of the High-Density (R-3) zone district listed in Section 16-245 of the Town of Buena Vista Municipal Code.

### **ATTACHMENTS TO THE REPORT:**

Attachment A – Existing Dimensional Requirements (Section 16-245)  
 Attachment B – Proposed Dimensional Requirements (Section 16-245)  
 Attachment C – Map of the Existing R-3 Zone Districts  
 Attachment D – Comprehensive Plan: Chapter 4 – Housing

## **I. SUMMARY OF REQUEST**

The Town of Buena Vista is seeking to amend the dimensional requirements of the High-Density (R-3) zone district to allow for higher density development to occur on properties within the R-3 zone district. Staff is not proposing any changes to the allowed uses within the R-3 zone district with this proposal. The existing dimensional requirements (Section 16-245 of the Municipal Code) are shown in Attachment A highlighted in blue and the proposed changes to the dimensional requirements are shown highlighted in green in Attachment B. In addition to the changes to the information listed in the tables, there are proposed additions to the text standards following each table.

The existing dimensional standards do not allow for high density development unless there is either condominium ownership or for apartment buildings. Individual lots are not currently allowed to be smaller than those lots in the R-2 (General Density) zone district and not much smaller than those lots in the R-1 (Low Density) Zone District. The town is seeking to have the standards match the intent of the High-Density zone district and also allow for individual lot ownership. The R-3 High-Density Residential District was established as a district to provide for both single-family and multifamily residential development. The current locations of the R-3 zone district within the Town limits are shown in Attachment C.

## **II. PROCESS – REQUIRED APPROVALS**

The Town is submitting the application for changes to the dimensional requirements in 16-245 as a rezoning request specified in Section 16-6 of the Town of Buena Vista Municipal Code. The proposed amendments are being brought to the Planning and Zoning Commission for review and a recommendation to the Board of Trustees for a final decision on the proposed changes.

If the rezoning is approved, properties within the R-3 zone district will have the ability to develop to the new standards of Section 16-245.

## **III. ANALYSIS – ZONING AND LAND USE**

The R-3 zone district currently allows for single-family lots with a minimum lot size of 6,000 square feet and a minimum lot width of 65 feet. Those standards are the same as the R-2 zone district standards, and are not much smaller than the standards for the R-1 zone district (6,000 square feet in area and 65 feet in width). Those requirements do not result in a higher density if individual lots are proposed with development of single-family homes, whether they are attached or detached to other units. The R-3 zone district does allow for multiple units (two-family, three-family, four-family or more), but does not permit individual ownership of property unless they are part of a row house or are designated as a condominium ownership where the owners of units do not have individual ownership of the land beneath the unit. See Attachments A and B.

With the proposed changes to minimum lot size and minimum lot width, there are several changes proposed to the dimensional standards for setbacks and maximum lot coverage. Setbacks mean the minimum horizontal distance required to be maintained free of man-made structures between a lot line or property line (projected vertically) and the nearest point along or on an exterior wall or surface of a building or other structure. Lot coverage is the percentage of a lot that may be covered by a structure in relationship to the overall lot's size. Staff is proposing changes to these specific requirements to allow for high density residential, especially when individual lots will be owned by different owners. See Attachments A and B.

#### **IV. ANALYSIS – REZONING CRITERIA**

Section 16-6 of the Buena Vista Municipal Code provides no specific review criteria for amending the text of the zoning ordinance (Section 16). The regulations detail the procedures for amending the zoning map and zoning text, with regard to consideration by the Planning Commission, timeframes and decision, and a public hearing before the Board of Trustees. The Planning Commission may wish to consider the requested zoning changes by evaluating the proposal against the following criteria. These standards are used in many communities when they consider amendments to their zoning districts.

##### **1. General conformance with the Comprehensive Plan.**

The 2015 Comprehensive Plan, approved by the Board of Trustees on January 26, 2016, has an entire chapter dedicated to housing in the Town of Buena Vista. That chapter (See Attachment D) identifies affordable housing as a pressing need in the town. It calls for revising the land use code to allow more affordable housing with changes to density parameters, dimensional standards and allowing a broader range of housing types, such as tiny-homes and live/work opportunities.

The Comprehensive Plan also encourages greater density in certain areas where cost-effective infrastructure improvements can be provided in an efficient manner. One of the plan's goals is specific to the proposed changes. It states, "Buena Vista will promote the development of a range of housing opportunities and choices" and has a policy to "Regulatory roadblocks shall be identified and overcome by enacting Land Use Code provisions that contain policies supporting the creation of new housing."

The proposed changes to the R-3 zone district dimensional standards is one example staff has identified that hinders the development of high-density housing in Buena Vista. The current regulations do not allow for smaller individual ownership of properties in the R-3 district.

Additionally, the plan calls for developing dimensional standards that will support in-fill development and neighborhood compatibility. While the R-3 zone district is intended for high-density residential development, the current dimensional standards do not allow for high density construction, especially for individual lot ownership with duplexes and townhomes where owners of units also own the ground beneath their unit.

##### **2. Contiguity with adjoining zone districts.**

The current locations of the R-3 zone district (See Attachment C) are adjoining R-1, R-2 and B-1 OT zone districts. While the zone district calls for higher densities than the R-1 and R-2 zone districts, it is similar to the residential densities allowed in the B1-OT zone district. The R-3 zone district also maintains the same height as the R-2 zone district (35 feet), and only allows for 10 more feet in height than the R-1 zone district (25 feet). The R-3 zone district allows for less height (35 feet) than the B1-OT zone district (45 feet). Staff supports the proposed changes to the density of the zone district to allow for smaller individual lots with changes to the minimum setbacks, lot widths, minimum lot sizes and maximum lot coverages because they result in higher density residential units than allowed in the other zone districts and because they allow for more home ownership opportunities other than apartments and condominiums.

### 3. Compatibility with surrounding uses and zoning.

The proposed multifamily standards are different from the surrounding zoning but are still compatible with the surrounding residential uses, especially if individual lots are created that allow for home ownership, albeit, potentially a smaller lot. The majority of current uses immediately adjacent to the three locations of R-3 zoning in the Town are either residential or vacant. There are some commercial uses adjoining the R-3 zone district along Cedar Street and along the north side of Antero Circle. Higher-density residential is typically located nearer to commercial properties.

### 4. Consideration that the property was previously zoned in error.

Not applicable to this application.

## V. CONCLUSION AND RECOMMENDATION

Based upon the information and materials provided in the staff report, staff supports the rezoning request to amend the dimensional requirements of the R-3 zone district listed in Section 16-245 of the Municipal Code. Therefore, staff recommends that the Planning and Zoning Commission and the Board of Trustees find that:

1. The Town of Buena Vista is requesting approval of amendments to the dimensional standards of the High-Density (R-3) zone district; and
2. Notice of the public hearing was posted as required by the Municipal Code; and
3. The application for rezoning is consistent with Section 16-6 of the Buena Vista Municipal Code, and
4. The application for rezoning is consistent with the Comprehensive Plan.

### THEREFORE

The Planning and Zoning Commission accepts the conclusion and recommendation as presented in the staff report and recommends **APPROVAL** of the rezoning application to amend the dimensional standards of the High-Density (R-3) zone district as listed in Section 16-245 of the Town of Buena Vista Municipal Code.

## Attachment A – Existing Dimensional Requirements (Section 16-245)

Section 16-245. Dimensional requirements.

(a) The dimensional requirements as set forth in the following table shall apply in the enumerated zone districts.

		<i>Lot Size</i>			<i>Minimum Yard Requirements</i>				
		<i>Min. Lot Area (square feet)</i>	<i>Max. Lot Area (square feet)</i>	<i>Min. Lot Width (feet)</i>	<i>Front Yard Setback (feet)</i>	<i>Side Yard Setback (feet)</i>	<i>Rear Yard Setback (feet)</i>	<i>Allowable Maximum Building Coverage</i>	<i>Maximum Building Height (feet)</i>
<b>Residential</b>									
R-1	Single-family	6,500 (b)	None	65	25	5.0	15 (d)	35%	25
	Two-family	10,000 (b)	None	75	25	7.5	15	40%	25
R-2	Single-family	6,000 (b)	None	65	20	5.0	15 (d)	35%	35
	Two-family	10,000 (b)	None	65	20	5.0	15	40%	35
R-3	Single-family	6,000 (b)	None	65	20	5.0	15 (d)	35%	35
	Two-family	10,000 (b)	None	65	20	5.0	15	40%	35
	Three-family	10,000 (b)	None	75	20	5.0	15	50%	35
	Four-family	12,000 (a)(b)	None	75	20	5.0	15	50%	35
	Row-house	2,500	5,000	25	20	7.5 (per end unit only)	15	50%	35
<b>CROSSMAN'S ADDITION (CA)</b>									
R-1 CA	Single-family	4,375	None	35	15	5.0	15	45%	30
	Two-family	6,250	None	50	15	5.0	15	45%	30
R-2 CA	Single-family	4,375	None	35	20	5.0	15	45%	35
	Two-family	6,250	None	50	20	5.0	15	45%	35
R-3 CA	Single-family	4,375	None	35	15	5.0	15	45%	35
	Two-family	6,250	None	50	15	5.0	15	45%	35
	Three-family	6,250	None	50	15	5.0	15	50%	35
	Four-family	6,250	None	50	15	5.0	15	50%	35
	Row-house	2,500	None	35	15	7.5 (per end unit only)	15	50%	35
B-1 CA	Mixed use	2,500	None	25	None	0	0	100%	35

	Lot Size			Minimum Yard Requirements					
	Min. Lot Area (square feet)	Max. Lot Area (square feet)	Min. Lot Width	Front Yard Setback (feet)	Side Yard Setback (feet)	Rear Yard Setback (feet)	Allowable Maximum Building Coverage	Maximum Building Height (feet)	
<b>Commercial-Industrial</b>									
B-1	2,500	None	25	None	0 (c)	0 (c)	100%	35	
B-2	2,500	None	25	25	0 (c)	0 (c)	100%	35	
I-1	None	None	None	25	0 (c)	0 (c)	100%	35 (j)	
<b>OLD TOWN (OT) OVERLAY DISTRICT</b>									
	Min. Lot Width (feet)	Max. Lot Width (feet)	Min. Front Yard Setback (feet)	Max. Front Yard Setback (feet)	Side Yard Setback (feet)	Rear Yard Setback (feet)	Allowable Maximum Building Coverage	Minimum Frontage Buildout	Maximum Building Height (feet)
<b>Residential</b>									
R-1 OT	25	100 (g)	15	25	3	5 (h)	60%	NA	30
R-2 OT	25	100 (g)	10	20	3	5 (h)	70%	NA	35
R-3 OT	25	100 (g)	5	15	3	5 (h)	80%	NA	35
B-1 OT	25	150 (g)	0	15 (e)	0	0	100%	60% (f)	45

- (a) Plus 1,250 square feet additional lot per dwelling unit in excess of four (4).
- (b) Plus 2,500 square feet for a corner lot or a reverse corner lot.
- (c) No side or rear yard shall be required except as follows: Where the lot abuts upon property zoned for residential use, adequate screening such as a fence or buffer strip of vegetation at least 8 feet in height shall be provided along the side and/or rear lot line of side abutting residential property.
- (d) Except that a garage abutting a publicly dedicated alley with a width of no less than 15 feet may be set back 5 feet from the property line. Accessory structures may be placed with a zero setback, provided the structure is located entirely on the property, is not located in any utility, drainage or other easement and the structure does not create any drainage concerns. Setbacks for garages shall follow the setbacks for the applicable zone district, except for in the rear of the lot. The rear setback for garages shall be as follows:
  - Attached or detached garage or carport with no alley: 5 feet.
  - With an alley and doors opening directly onto the alley: 5 feet.
  - With an alley but with no doors opening directly onto the alley: 0 feet.
- (e) East Main Street, from Hwy 24 to Belden, all buildings shall have no setback.
- (f) East Main Street, from Hwy 24 to Belden, the minimum frontage buildout shall be 70%.
- (g) A single family house shall not occupy more than 2 historic Town lots. A duplex shall not occupy more than 3 historic lots.
- (h) If garage door does not open into the right-of-way, the minimum rear setback may be 0 feet.
- (i) Frontage buildout: The total lineal footage of the front wall of building and planted components over 15 feet tall with a continuous canopy facing the public right-of-way, divided by the lot width.
- (j) For wireless telecommunication services facilities and equipment, the height standards shall be seventy-five (75) feet. 16-252 (2)(a).

**Attachment B – Proposed Dimensional Requirements (Section 16-245)**

**Sec. 16-245. Dimensional requirements.**

(a) The dimensional requirements as set forth in the following table shall apply in the enumerated zone districts.

		<i>Lot Size</i>			<i>Minimum Yard Requirements</i>				
		<i>Min. Lot Area (square feet)</i>	<i>Max. Lot Area (square feet)</i>	<i>Min. Lot Width (feet)</i>	<i>Front Yard Setback (feet)</i>	<i>Side Yard Setback (feet)</i>	<i>Rear Yard Setback (feet)</i>	<i>Allowable Maximum Building Coverage</i>	<i>Maximum Building Height (feet)</i>
<b>Residential</b>									
R-1	Single-family	6,500 (b)	None	65	25	5.0	15 (d)	35%	25
	Two-family	10,000 (b)	None	75	25	7.5	15	40%	25
R-2	Single-family	6,000 (b)	None	65	20	5.0	15 (d)	35%	35
	Two-family	10,000 (b)	None	65	20	5.0	15	40%	35
R-3	Single-family	2,500	None	25	20	5.0	15 (d)	50%	35
	Two-family	5,000	None	50	20	5.0	15 (d)	50%	35
	Three-family	7,500	None	75	20	5.0	15 (d)	60%	35
	Four-family	10,000 (a)(b)	None	75	20	5.0	15 (d)	75%	35
	Row-house	1,500 (k)	2,900	15, 25 (l)	10	0, 5.0 (m)	15 (d)	80%	35
<b>CROSSMAN'S ADDITION (CA)</b>									
R-1 CA	Single-family	4,375	None	35	15	5.0	15	45%	30
	Two-family	6,250	None	50	15	5.0	15	45%	30
R-2 CA	Single-family	4,375	None	35	20	5.0	15	45%	35
	Two-family	6,250	None	50	20	5.0	15	45%	35
R-3 CA	Single-family	3,125	None	25	15	5.0	15 (d)	45%	35
	Two-family	6,250	None	50	15	5.0	15 (d)	45%	35
	Three-family	6,250	None	50	15	5.0	15 (d)	60%	35
	Four-family	6,250	None	50	15	5.0	15 (d)	75%	35
	Row-house	1,500 (k)	2,900	15, 25 (l)	10	0, 5.0 (m)	15 (d)	80%	35
B-1 CA	Mixed use	2,500	None	25	None	0	0	100%	35

	Lot Size			Minimum Yard Requirements					
	Min. Lot Area (square feet)	Max. Lot Area (square feet)	Min. Lot Width	Front Yard Setback (feet)	Side Yard Setback (feet)	Rear Yard Setback (feet)	Allowable Maximum Building Coverage	Maximum Building Height (feet)	
<b>Commercial-Industrial</b>									
<b>B-1</b>	<b>2,500</b>	<b>None</b>	<b>25</b>	<b>None</b>	<b>0 (c)</b>	<b>0 (c)</b>	<b>100%</b>	<b>35</b>	
<b>B-2</b>	<b>2,500</b>	<b>None</b>	<b>25</b>	<b>25</b>	<b>0 (c)</b>	<b>0 (c)</b>	<b>100%</b>	<b>35</b>	
<b>I-1</b>	<b>None</b>	<b>None</b>	<b>None</b>	<b>25</b>	<b>0 (c)</b>	<b>0 (c)</b>	<b>100%</b>	<b>35 (j)</b>	
<i>OLD TOWN (OT) OVERLAY DISTRICT</i>									
	Min. Lot Width (feet)	Max. Lot Width (feet)	Min. Front Yard Setback (feet)	Max. Front Yard Setback (feet)	Side Yard Setback (feet)	Rear Yard Setback (feet)	Allowable Maximum Building Coverage	Minimum Frontage Buildout	Maximum Building Height (feet)
<b>Residential</b>									
<b>R-1 OT</b>	<b>25</b>	<b>100 (g)</b>	<b>15</b>	<b>25</b>	<b>3</b>	<b>5 (h)</b>	<b>60%</b>	<b>NA</b>	<b>30</b>
<b>R-2 OT</b>	<b>25</b>	<b>100 (g)</b>	<b>10</b>	<b>20</b>	<b>3</b>	<b>5 (h)</b>	<b>70%</b>	<b>NA</b>	<b>35</b>
<b>R-3 OT</b>	<b>25</b>	<b>100 (g)</b>	<b>5</b>	<b>15</b>	<b>3</b>	<b>5 (h)</b>	<b>80%</b>	<b>NA</b>	<b>35</b>
<b>B-1 OT</b>	<b>25</b>	<b>150 (g)</b>	<b>0</b>	<b>15 (e)</b>	<b>0</b>	<b>0</b>	<b>100%</b>	<b>60% (f)</b>	<b>45</b>

- (a) Plus 1,250 square feet additional lot per dwelling unit in excess of four (4).
- (b) Plus 2,500 square feet for a corner lot or a reverse corner lot.
- (c) No side or rear yard shall be required except as follows: Where the lot abuts upon property zoned for residential use, adequate screening such as a fence or buffer strip of vegetation at least 8 feet in height shall be provided along the side and/or rear lot line of side abutting residential property.
- (d) Except that a garage abutting a publicly dedicated alley with a width of no less than 15 feet may be set back 5 feet from the property line. Accessory structures may be placed with a zero setback, provided the structure is located entirely on the property, is not located in any utility, drainage or other easement and the structure does not create any drainage concerns. Setbacks for garages shall follow the setbacks for the applicable zone district, except for in the rear of the lot. The rear setback for garages shall be as follows:
  - Attached or detached garage or carport with no alley: 5 feet.
  - With an alley and doors opening directly onto the alley: 5 feet.
  - With an alley but with no doors opening directly onto the alley: 0 feet.
- (e) East Main Street, from Hwy 24 to Belden, all buildings shall have no setback.
- (f) East Main Street, from Hwy 24 to Belden, the minimum frontage buildout shall be 70%.
- (g) A single family house shall not occupy more than 2 historic Town lots. A duplex shall not occupy more than 3 historic lots.
- (h) If garage door does not open into the right-of-way, the minimum rear setback may be 0 feet.
- (i) Frontage buildout: The total lineal footage of the front wall of building and planted components over 15 feet tall with a continuous canopy facing the public right-of-way, divided by the lot width.
- (j) For wireless telecommunication services facilities and equipment, the height standards shall be seventy-five (75) feet. 16-252 (2)(a).
- (k) Plus 1,000 square feet for an end unit of a row house or duplex lot. Interior unit lots only (where there are units located on the common lot lines on both sides of a unit) may be reduced to the 1,500 square-foot minimum area.
- (l) The minimum lot width for interior lots only (where there are units located on the common lot lines on both sides of a unit) may be reduced to the 15-foot minimum lot width. All other lots shall have a minimum lot width of 25 feet.
- (m) The minimum side setback for attached units with walls located on the property line is zero (0.0) feet and the minimum side setback for end units with walls not attached to another unit is five (5.0) feet.





## Chapter 4

# HOUSING: ACCESSIBLE, AFFORDABLE & AESTHETIC



### Overview

Housing affordability and accessibility are central concerns to the residents of Buena Vista. New housing development, both free-market and affordable, is supported by the community and has been recognized as an important factor in ensuring a vibrant future for Buena Vista. In fact, addressing housing affordability was identified as one of the most pressing needs in Buena Vista, ahead of popular community initiatives such as the creation of a recreation center, and trailing only the need to attract new businesses and jobs. Workforce or affordable housing can be defined as housing that is targeted to attract and retain “essential workers” in a community. Affordability is seen as the relationship between income and housing costs.

Income for affordable housing residents is often restricted to 30-120% of the area median income or AMI, with total housing costs equaling no more than 30% of annual income. Typically, affordable or workforce housing is located in or near employment centers. It can include single-family, multi-family, owner occupied or rentals, and mixed use units. Affordable or workforce housing can be made lower cost by government subsidies for infrastructure development, writing down the cost of land, or through exactions imposed on market-rate development, among other strategies.

### Vision

Whether a young family, looking to put down roots, a single professional looking for an outdoor oriented lifestyle, or a retired individual, looking for a residence that meets their financial, physical, and social needs, a wide range of housing types should be provided that is attainable and desirable. South Main is





an important example of introducing new housing types that may offer a good model for future development.

Local government has discussed options of how to ensure affordable housing is provided. Of the options discussed, most support has been voiced for revising the Land Use Code to include affordable housing policies. These policies include the concept of inclusionary zoning which requires developers to provide actual affordable housing when new development is built, pay fees, or provide land for the construction of affordable housing.

The Land Use Code should also allow that more affordable housing can be built throughout the Town of Buena Vista through changes to density parameters, dimensional standards, and allowing a broader range of housing types that will ensure affordable housing projects are viable for developers.

Finally, the Land Use Code should contain incentives to developers to build affordable housing such as fee waivers, density bonuses, expedited review, etc., and should contain provisions for their long-term status as affordable housing to prevent conversion to market rate units.

Outreach and education of the community should be pursued to ensure broad community support for affordable housing programs. Collaboration with the Arkansas Valley Council of Governments and Chaffee County to adopt a county-wide funding mechanism as well as housing authority functions should also be pursued.

## Why Is Housing Important?

Many people in the community report they cannot find housing that they like or that they can afford. This lack of housing options has a negative impact on the efforts to diversify Buena Vista's economy. If the economy is to expand beyond primarily being a tourist dominated economy, as the community desires, new housing stock should be provided to attract new companies to relocate to Buena Vista. The lack of affordable housing can be seen as an economic development bottleneck for the community.

New housing options will also ensure that potential and current residents can find housing that suits their needs and provides certainty that they can call Buena Vista home for many years to come.

Finally, more housing options will build a critical mass of local residents sufficient to support a year round economy.

## What Type of Housing Is Needed?

A wide variety of housing options are supported by the community and should be explored. These range from emerging concepts such as tiny houses and live/work opportunities to more traditional housing such as continuum of care/ senior housing, accessory dwelling units, and multi-family housing developments. Various forms of subsidy and municipal support for affordable housing appear to be of interest to the community.



Encouraging greater housing density in certain locations was acceptable to most citizens responding to polls, and would avoid the need to annex significant amounts of additional land. Greater density will also focus development where cost-effective infrastructure improvements can be provided in an efficient manner, such as in the neighborhoods adjacent to East Main.

## Addressing Potential Issues

The development of new housing has the potential to be a polarizing topic for the community. Buena Vista can review existing development to determine what has and has not served the needs of the community. New neighborhoods, while important for the amenities and vitality they can provide, should offer a design approach that is compatible with the existing character of Buena Vista.

Affordable housing should be located on vacant or underutilized lands, developed alongside commercial and office uses, and within existing neighborhoods to foster community integration and vitality. Accessory Dwelling Units (ADUs) should be considered as a good alternative for adding additional density to existing residential properties, and should have a minimal and efficient review process.

Incentives for constructing Affordable Housing should be provided in the Land Use Code and through other mechanisms, such as reduced fees, to ensure housing is actually built. The Land Use Code should provide zoning that would allow affordable housing to be integrated into the fabric of the community. To provide consistency and manage expectations of the community, specific design standards should be made a part of the Land Use Code update. These standards, which establish neighborhood scale and character, and ensure walkability, will assist in maintaining a desirable and accepted community appearance.



The local government should continue to pursue education and enforcement of standards to dispel the negative associations often attached to affordable housing, and ensure that community character and opinions are respected. Local government should identify potential roadblocks to providing affordable housing and adopt appropriate policies that remove these potential roadblocks.

Existing community initiatives and groups working on the questions of providing affordable housing should be engaged and their efforts folded into any new efforts. The relationships built with nonprofit housing organizations should be fostered and actively managed. Collaboration with Chaffee County and other communities in the County can further develop funding mechanisms, as well as establishing a Housing Authority to administer affordable housing.



## *Goals, Policies, and Action Items*

### **Goal 1: Buena Vista will promote the development of a range of housing opportunities and choices.**

- **Policy:** Buena Vista will pursue a growth strategy which is supported by the community that includes inclusionary zoning, enforcement of development standards, and a predictable land use review process.
- **Policy:** Regulatory roadblocks shall be identified and overcome by enacting Land Use Code provisions that contain policies supporting the creation of new housing.
- **Policy:** All appropriate methods of creating affordable and acceptable housing, such as tiny houses, accessory dwelling units, multi-family affordable development, senior housing, live/work opportunities, etc. shall be considered and built to respond to specific populations that may find Buena Vista an attractive place to live.

#### Action Items:

- Ensure consistent enforcement of the Land Use Code.
- Create a streamlined and easy to use Land Use Code.
- Incorporate affordable housing policies in the Land Use Code, including incentives to provide affordable housing.
- Encourage public-private partnerships and clearly define required fees for expansion of infrastructure.
- Create opportunities to educate the community on growth, affordable housing, and planning trends to ensure community support for new housing.
- Establish criteria for Town expenditures for infrastructure in desired locations.
- Prepare an ongoing needs assessment for affordable housing.

### **Goal 2: Buena Vista will locate new housing within existing neighborhoods.**

- **Policy:** Buena Vista will promote new housing on underdeveloped and vacant parcels within the downtown core and provide for mixed-uses.

#### Action Items:

- Establish new zoning districts that encourage mixed-use development, greater density and address affordable housing.
- New planning trends such as tiny homes and live-work units should be implemented.
- Develop dimensional standards that will support in-fill development and neighborhood compatibility.
- Establish a fee and review system that favors re-development and infill development in the commercial core area.
- Remove code barriers on East Main and ensure suitable infrastructure for mixed-use development exists in the core area.



### **Goal 3: Buena Vista will maintain and enhance the community's overall appearance.**

- **Policy:** New housing quality will be governed by building and site design standards in the municipal code which will be informed by the community's values and history.

Action items:

- Urban agriculture and renewable energy should be explored.
- Improve development standards with an emphasis on building design, location, massing, and form.

- **Policy:** The Land Use Code shall contain design standards that establish parameters and community character.

Action items:

- Develop parking standards that will support new development and ensure neighborhood compatibility.
- Update landscaping standards to make them more user-friendly and improve enforcement.

- **Policy:** Land uses shall be compatible with adjacent uses and respect historic properties. Appropriate zone districts should be identified where greater density can be attained.

Action items:

- Support historic preservation efforts and encourage new housing design to respect the design of historical resources (See Chapter 8).

### **Goal 4: Funding mechanisms and an administrative framework for affordable housing should be created and developed.**

- **Policy:** Local government will work with the Upper Arkansas Council of Governments to establish a broad-based housing authority.

Action Items:

- Existing groups working on affordable housing should work with local government initiatives.
- Incentives shall be provided to developers to encourage the development of affordable housing.



**Goal 5: Prevent potential displacement of resident housing by tourism uses.**

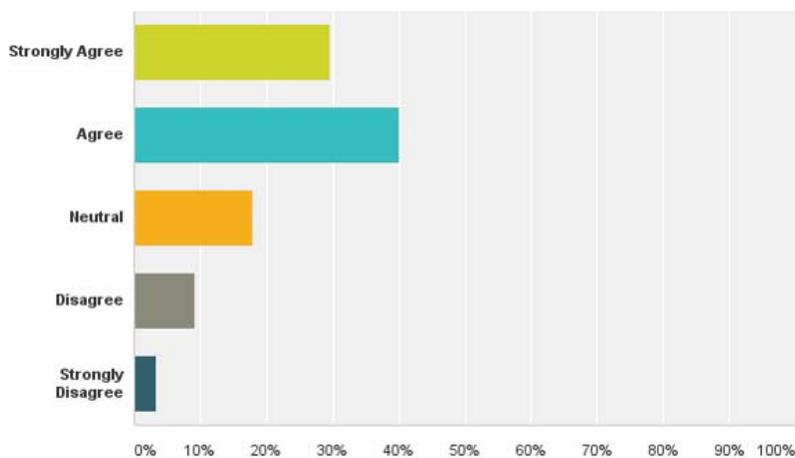
- **Policy:** Housing opportunities, and particularly affordable housing, should not be displaced by tourist rentals.

Action Items:

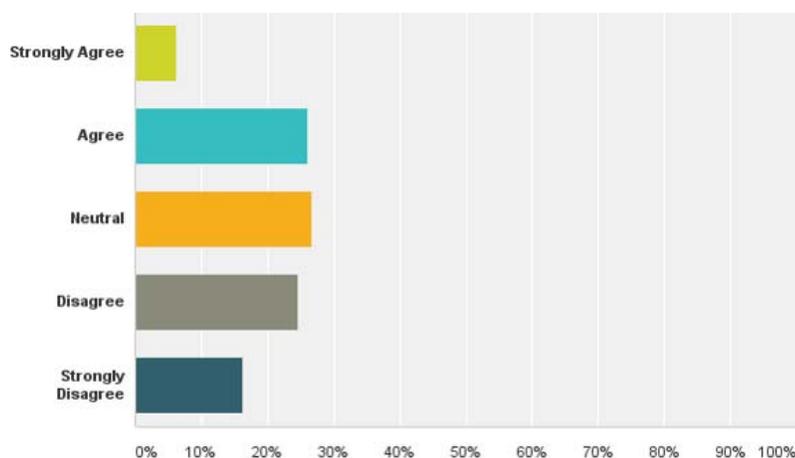
- Conduct an assessment of long term vs. short term private rentals within Buena Vista to determine the degree to which private homes and apartments are listed with rental agencies.
- Update ordinances and Land Use Code provisions licensing private tourist rentals and regulating their use.
- Consider a short-term lodging tax.
- Establish and continually evaluate a threshold or optimal level for short term rentals within the community.

The graphs below reflect community voting on key issues during the Comprehensive Plan public participation process:

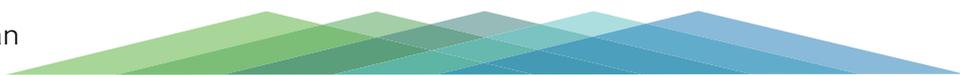
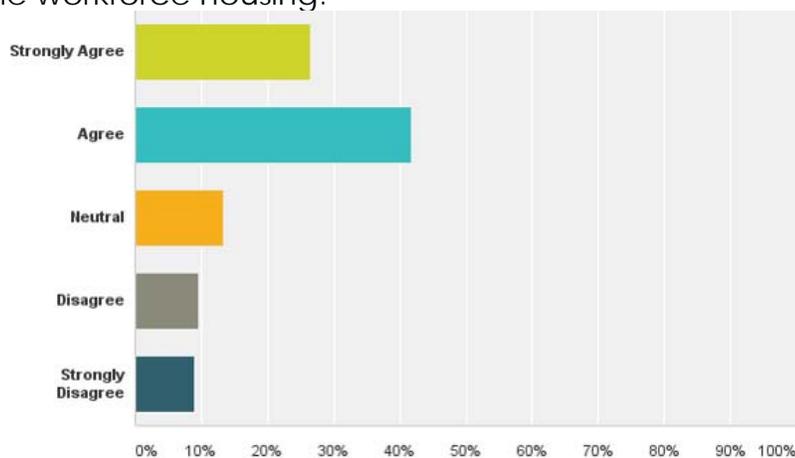
Question 32: Additional housing development is important for the future of Buena Vista.



Question 34: I can find housing that I like and that I can afford.



Question 36: Local government should actively encourage the development of affordable workforce housing.



# Existing Development Standards

## Sec. 16-245. Dimensional requirements.

(a) The dimensional requirements as set forth in the following table shall apply in the enumerated zone districts.

		Lot Size			Minimum Yard Requirements				
		Min. Lot Area (square feet)	Max. Lot Area (square feet)	Min. Lot Width (feet)	Front Yard Setback (feet)	Side Yard Setback (feet)	Rear Yard Setback (feet)	Allowable Maximum Building Coverage	Maximum Building Height (feet)
<b>Residential</b>									
R-1	Single-family	6,500 (b)	None	65	25	5.0	15 (d)	35%	25
	Two-family	10,000 (b)	None	75	25	7.5	15	40%	25
R-2	Single-family	6,000 (b)	None	65	20	5.0	15 (d)	35%	35
	Two-family	10,000 (b)	None	65	20	5.0	15	40%	35
R-3	Single-family	6,000 (b)	None	65	20	5.0	15 (d)	35%	35
	Two-family	10,000 (b)	None	65	20	5.0	15	40%	35
	Three-family	10,000 (b)	None	75	20	5.0	15	50%	35
	Four-family	12,000 (a)(b)	None	75	20	5.0	15	50%	35
	Row-house	2,500	5,000	25	20	7.5 (per end unit only)	15	50%	35
<b>CROSSMAN'S ADDITION (CA)</b>									
R-1 CA	Single-family	4,375	None	35	15	5.0	15	45%	30
	Two-family	6,250	None	50	15	5.0	15	45%	30
R-2 CA	Single-family	4,375	None	35	20	5.0	15	45%	35
	Two-family	6,250	None	50	20	5.0	15	45%	35
R-3 CA	Single-family	4,375	None	35	15	5.0	15	45%	35
	Two-family	6,250	None	50	15	5.0	15	45%	35
	Three-family	6,250	None	50	15	5.0	15	50%	35
	Four-family	6,250	None	50	15	5.0	15	50%	35
	Row-house	2,500	None	35	15	7.5 (per end unit only)	15	50%	35
B-1 CA	Mixed use	2,500	None	25	None	0	0	100%	35
		Lot Size			Minimum Yard Requirements				
		Min. Lot Area (square feet)	Max. Lot Area (square feet)	Min. Lot Width	Front Yard Setback (feet)	Side Yard Setback (feet)	Rear Yard Setback (feet)	Allowable Maximum Building Coverage	Maximum Building Height (feet)
<b>Commercial-Industrial</b>									
B-1		2,500	None	25	None	0 (c)	0 (c)	100%	35
B-2		2,500	None	25	25	0 (c)	0 (c)	100%	35
I-1		None	None	None	25	0 (c)	0 (c)	100%	35 (j)

<i>OLD TOWN (OT) OVERLAY DISTRICT</i>									
	<i>Min. Lot Width (feet)</i>	<i>Max. Lot Width (feet)</i>	<i>Min. Front Yard Setback (feet)</i>	<i>Max. Front Yard Setback (feet)</i>	<i>Side Yard Setback (feet)</i>	<i>Rear Yard Setback (feet)</i>	<i>Allowable Maximum Building Coverage</i>	<i>Minimum Frontage Buildout</i>	<i>Maximum Building Height (feet)</i>
<b>Residential</b>									
<b>R-1 OT</b>	25	100 (g)	15	25	3	5 (h)	60%	NA	30
<b>R-2 OT</b>	25	100 (g)	10	20	3	5 (h)	70%	NA	35
<b>R-3 OT</b>	25	100 (g)	5	15	3	5 (h)	80%	NA	35
<b>B-1 OT</b>	25	150 (g)	0	15 (e)	0	0	100%	60% (f)	45

- (a) Plus 1,250 square feet additional lot per dwelling unit in excess of four (4).
- (b) Plus 2,500 square feet for a corner lot or a reverse corner lot.
- (c) No side or rear yard shall be required except as follows: Where the lot abuts upon property zoned for residential use, adequate screening such as a fence or buffer strip of vegetation at least 8 feet in height shall be provided along the side and/or rear lot line of side abutting residential property.
- (d) Except that a garage abutting a publicly dedicated alley with a width of no less than 15 feet may be set back 5 feet from the property line. Accessory structures may be placed with a zero setback, provided the structure is located entirely on the property, is not located in any utility, drainage or other easement and the structure does not create any drainage concerns. Setbacks for garages shall follow the setbacks for the applicable zone district, except for in the rear of the lot. The rear setback for garages shall be as follows:
- Attached or detached garage or carport with no alley: 5 feet.
- With an alley and doors opening directly onto the alley: 5 feet.
- With an alley but with no doors opening directly onto the alley: 0 feet.
- (e) East Main Street, from Hwy 24 to Belden, all buildings shall have no setback.
- (f) East Main Street, from Hwy 24 to Belden, the minimum frontage buildout shall be 70%.
- (g) A single family house shall not occupy more than 2 historic Town lots. A duplex shall not occupy more than 3 historic lots.
- (h) If garage door does not open into the right-of-way, the minimum rear setback may be 0 feet.
- (i) Frontage buildout: The total lineal footage of the front wall of building and planted components over 15 feet tall with a continuous canopy facing the public right-of-way, divided by the lot width.
- (j) For wireless telecommunication services facilities and equipment, the height standards shall be seventy-five (75) feet. 16-252 (2)(a).

(Ord. 5 §1, 2011)

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## Proposed Development Standards as amended by the Planning and Zoning Commission (October 19, 2016)

### Sec. 16-245. Dimensional requirements.

(a) The dimensional requirements as set forth in the following table shall apply in the enumerated zone districts.

		<i>Lot Size</i>			<i>Minimum Yard Requirements</i>				
		<i>Min. Lot Area (square feet)</i>	<i>Max. Lot Area (square feet)</i>	<i>Min. Lot Width (feet)</i>	<i>Front Yard Setback (feet)</i>	<i>Side Yard Setback (feet)</i>	<i>Rear Yard Setback (feet)</i>	<i>Allowable Maximum Building Coverage</i>	<i>Maximum Building Height (feet)</i>
<b>Residential</b>									
R-1	Single-family	6,500 (b)	None	65	25	5.0	15 (d)	35%	25
	Two-family	10,000 (b)	None	75	25	7.5	15	40%	25
R-2	Single-family	6,000 (b)	None	65	20	5.0	15 (d)	35%	35
	Two-family	10,000 (b)	None	65	20	5.0	15	40%	35
<b>R-3</b>	<b>Single-family</b>	<b>2,500</b>	<b>None</b>	<b>25</b>	<b>20</b>	<b>3.0</b>	<b>15 (d)</b>	<b>60%</b>	<b>35</b>
	<b>Two-family</b>	<b>5,000</b>	<b>None</b>	<b>50</b>	<b>20</b>	<b>5.0</b>	<b>15 (d)</b>	<b>60%</b>	<b>35</b>
	<b>Three-family</b>	<b>7,500</b>	<b>None</b>	<b>75</b>	<b>20</b>	<b>5.0</b>	<b>15 (d)</b>	<b>60%</b>	<b>35</b>
	<b>Four-family</b>	<b>10,000 (a)(b)</b>	<b>None</b>	<b>75</b>	<b>20</b>	<b>5.0</b>	<b>15 (d)</b>	<b>75%</b>	<b>35</b>
	<b>Row-house</b>	<b>1,500 (k)</b>	<b>2,900</b>	<b>15, 25 (l)</b>	<b>10</b>	<b>0, 5.0 (m)</b>	<b>15 (d)</b>	<b>80%</b>	<b>35</b>
<b>CROSSMAN'S ADDITION (CA)</b>									
R-1 CA	Single-family	4,375	None	35	15	5.0	15	45%	30
	Two-family	6,250	None	50	15	5.0	15	45%	30
R-2 CA	Single-family	4,375	None	35	20	5.0	15	45%	35
	Two-family	6,250	None	50	20	5.0	15	45%	35
<b>R-3 CA</b>	<b>Single family</b>	<b>3,125</b>	<b>None</b>	<b>25</b>	<b>15</b>	<b>5.0</b>	<b>15 (d)</b>	<b>45%</b>	<b>35</b>
	<b>Two-family</b>	<b>6,250</b>	<b>None</b>	<b>50</b>	<b>15</b>	<b>5.0</b>	<b>15 (d)</b>	<b>45%</b>	<b>35</b>
	<b>Three family</b>	<b>6,250</b>	<b>None</b>	<b>50</b>	<b>15</b>	<b>5.0</b>	<b>15 (d)</b>	<b>60%</b>	<b>35</b>
	<b>Four-family</b>	<b>6,250</b>	<b>None</b>	<b>50</b>	<b>15</b>	<b>5.0</b>	<b>15 (d)</b>	<b>75%</b>	<b>35</b>
	<b>Row-house</b>	<b>1,500 (k)</b>	<b>2,900</b>	<b>15, 25 (l)</b>	<b>10</b>	<b>0, 5.0 (m)</b>	<b>15 (d)</b>	<b>80%</b>	<b>35</b>
B-1 CA	Mixed use	2,500	None	25	None	0	0	100%	35

	Lot Size			Minimum Yard Requirements					
	Min. Lot Area (square feet)	Max. Lot Area (square feet)	Min. Lot Width	Front Yard Setback (feet)	Side Yard Setback (feet)	Rear Yard Setback (feet)	Allowable Maximum Building Coverage	Maximum Building Height (feet)	
<b>Commercial-Industrial</b>									
B-1	2,500	None	25	None	0 (c)	0 (c)	100%	35	
B-2	2,500	None	25	25	0 (c)	0 (c)	100%	35	
I-1	None	None	None	25	0 (c)	0 (c)	100%	35 (j)	
<b>OLD TOWN (OT) OVERLAY DISTRICT</b>									
	Min. Lot Width (feet)	Max. Lot Width (feet)	Min. Front Yard Setback (feet)	Max. Front Yard Setback (feet)	Side Yard Setback (feet)	Rear Yard Setback (feet)	Allowable Maximum Building Coverage	Minimum Frontage Buildout	Maximum Building Height (feet)
<b>Residential</b>									
R-1 OT	25	100 (g)	15	25	3	5 (h)	60%	NA	30
R-2 OT	25	100 (g)	10	20	3	5 (h)	70%	NA	35
<b>R-3 OT</b>	<b>25</b>	<b>100 (g)</b>	<b>5</b>	<b>15</b>	<b>3</b>	<b>5 (h)</b>	<b>80%</b>	<b>NA</b>	<b>35</b>
B-1 OT	25	150 (g)	0	15 (e)	0	0	100%	60% (f)	45

- (a) Plus 1,250 square feet additional lot per dwelling unit in excess of four (4).
- (b) Plus 2,500 square feet for a corner lot or a reverse corner lot.
- (c) No side or rear yard shall be required except as follows: Where the lot abuts upon property zoned for residential use, adequate screening such as a fence or buffer strip of vegetation at least 8 feet in height shall be provided along the side and/or rear lot line of side abutting residential property.
- (d) Except that a garage abutting a publicly dedicated alley with a width of no less than 15 feet may be set back 5 feet from the property line. Accessory structures may be placed with a zero setback, provided the structure is located entirely on the property, is not located in any utility, drainage or other easement and the structure does not create any drainage concerns. Setbacks for garages shall follow the setbacks for the applicable zone district, except for in the rear of the lot. The rear setback for garages shall be as follows:
  - Attached or detached garage or carport with no alley: 5 feet.
  - With an alley and doors opening directly onto the alley: 5 feet.
  - With an alley but with no doors opening directly onto the alley: 0 feet.
- (e) East Main Street, from Hwy 24 to Belden, all buildings shall have no setback.
- (f) East Main Street, from Hwy 24 to Belden, the minimum frontage buildout shall be 70%.
- (g) A single family house shall not occupy more than 2 historic Town lots. A duplex shall not occupy more than 3 historic lots.
- (h) If garage door does not open into the right-of-way, the minimum rear setback may be 0 feet.
- (i) Frontage buildout: The total lineal footage of the front wall of building and planted components over 15 feet tall with a continuous canopy facing the public right-of-way, divided by the lot width.
- (j) For wireless telecommunication services facilities and equipment, the height standards shall be seventy-five (75) feet. 16-252 (2)(a).
- (k) Plus 1,000 square feet for an end unit of a row house or duplex lot. Interior unit lots only (where there are units located on the common lot lines on both sides of a unit) may be reduced to the 1,500 square-foot minimum area.
- (l) The minimum lot width for interior lots only (where there are units located on the common lot lines on both sides of a unit) may be reduced to the 15-foot minimum lot width. All other lots shall have a minimum lot width of 25 feet.
- (m) The minimum side setback for attached units with walls located on the property line is zero (0.0) feet and the minimum side setback for end units with walls not attached to another unit is five (5.0) feet.



**Town of Buena Vista**  
 P.O. Box 2002  
 Buena Vista CO 81211  
 Phone: (719)395-8643  
 Fax: (719)395-8644

DATE: November 9, 2016  
 TO: Mayor and Board of Trustees  
 FROM: Brandy Reitter, Town Administrator  
 SUBJECT: R-3 Zoning Revision Water Analysis

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### **Overview**

The Board is considering changes to the R-3 zoning that will increase the density and diversity of housing stock in Buena Vista. Anytime there is change in density for any zone, the ability to provide water as a result of the increase in potential units needs to be considered. The Town is obligated to provide water to residents and businesses located in town limits. The Town can consider providing water out of town limits, but only if the property owner brings water to the Town or pays a fee in lieu of water rights. The fee in lieu of water rights helps the Town acquire water supplies from various sources to serve the community. The Town calculates water supplies by using a single family equivalent (SFE) to determine impacts and what is available in water supplies to serve the community.

### **Analysis**

Under the existing zoning the impact for single family lots per acre is 7.26. Under the proposed zoning the impact for single family lots per acre is 17.42. As a result of the change, the increase or demands on the system is 10 lots or SFE per acre.

The Town currently has 428 SFEs available. The zoning density increase results in an additional demand of 140% over the current needs of the Town.

#### *Example:*

- At current density a 10 acre subdivision would require 72.6 SFEs leaving 355 available.
- Under the proposed density a 10 acre subdivision would require 174.2 SFEs leaving 253.8 available.
- The difference between the existing and additional impact is 101.6 SFEs.

The Town is constructing Well #4 in the next 24 months that is capable of producing 150 gallons per minute and would provide an addition 375 SFEs.

### **Policy Alignment**

The analysis is consistent with the Water Resources Master Plan because the town references those recommendations when making determinations about growth. This analysis also aligns with the board's key outcome areas for water because the Town needs to understand the impacts to the water portfolio in planning for growth. This will ensure that town can meet the needs of current and future residents.

### **BOT Action**

No action is required.

**TOWN OF BUENA VISTA, COLORADO**

**ORDINANCE NO. 18  
(SERIES OF 2016)**

**AN ORDINANCE OF THE TOWN OF BUENA VISTA, COLORADO,  
AMENDING SECTION 16-245 OF THE BUENA VISTA MUNICIPAL  
CODE REGARDING CERTAIN DIMENSIONAL REQUIREMENTS FOR  
THE R-3 ZONE DISTRICT.**

**WHEREAS**, the current dimensional standards for the R-3 Zone District do not allow for the high density development that is the purpose of the zone district;

**WHEREAS**, the proposed changes are in conformance with the Town's Comprehensive Plan which calls for revisions to the Town's zoning regulations to allow for more affordable housing which requires higher density;

**WHEREAS**, the proposed changes also support the goals of increased in-fill and neighborhood compatibility, both addressed in the Comprehensive Plan;

**WHEREAS**, the proposed changes are contiguous with adjoining districts' dimensional standards and are compatible with surrounding uses and zoning;

**WHEREAS**, on October 19, 2016, the Planning and Zoning Commission considered the proposed changes and recommended approval with an amendment to the side yard setback for single-family dwellings to be further reduced to 3 feet;

**WHEREAS**, as a result of the Planning and Zoning Commission's recommended amendment, staff recommends an increase in the allowable maximum building coverage for single-family dwellings from 50% to 60%;

**WHEREAS**, notice of the public hearing before the Board of Trustees was properly posted and published pursuant to Section 16-6 of the Buena Vista Municipal Code (the "Code");

**WHEREAS**, on November 9, 2016, the Board of Trustees opened the public hearing and took public comment; and

**WHEREAS**, after considering all materials provided to it and hearing staff and public testimony, the Board of Trustees finds that these amendments are in the best interests of the Town and its residents.

**NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF  
THE TOWN OF BUENA VISTA, COLORADO:**

**Section 1.** Section 16-245 of the Buena Vista Municipal Code, as it applies to the R-3 zone district only, shall be amended as follows:

1. The minimum lot size for Single-family dwellings is reduced from 6,000 square

- feet to 2,500 square feet.
2. The minimum lot size for Two-family dwellings is reduced from 10,000 square feet to 5,000 square feet.
  3. The minimum lot size for Three-family dwellings is reduced from 10,000 square feet to 7,500 square feet.
  4. The minimum lot size for Four-family dwellings is reduced from 12,000 square feet to 10,000 square feet.
  5. The minimum lot size for Rowhouses is reduced from 2,500 square feet to 1,500 square feet.
  6. The maximum lot size for Rowhouses is reduced from 5,000 square feet to 2,900 square feet.
  7. The minimum lot width for Single-family dwellings is reduced from 65 feet to 25 feet.
  8. The minimum lot width for Two-family dwellings is reduced from 65 feet to 50 feet.
  9. The minimum lot width for Rowhouses is amended to be 15 or 25, subject to the new subsection (l) adopted in this Ordinance below.
  10. The front yard setback for Rowhouses is reduced from 20 feet to 10 feet.
  11. The side yard setback for Rowhouses is amended to be zero or 5 feet, subject to the new subsection (m) adopted in this Ordinance below.
  12. The rear yard setback for all dwelling unit types shall be 15 feet, except as provided for in subsection (d) of Sec. 16-245.
  13. The allowable maximum building coverage for Single-family dwellings is increased from 35% to 60%.
  14. The allowable maximum building coverage for Two-family dwellings is increased from 40% to 60%.
  15. The allowable maximum building coverage for Three-family dwellings is increased from 50% to 60%.
  16. The allowable maximum building coverage for Four-family dwellings is increased from 50% to 75%.
  17. The allowable maximum building coverage for Rowhouses is increased from 50% to 80%.

**Section 2.** Section 16-245 of the Buena Vista Municipal Code, as it applies to the R-3 zone district within the Crossman's Addition only, shall be amended as follows:

1. The minimum lot size for Single-family dwellings is reduced from 4,375 square feet to 3,125 square feet.
2. The minimum lot size for Rowhouses is reduced from 2,500 square feet to 1,500 square feet.
3. The minimum lot width for Single-family dwellings is reduced from 35 feet to 25 feet.
4. The minimum lot width for Rowhouses is amended to be 15 or 25, subject to the new subsection (l) adopted in this Ordinance below.
5. The front yard setback for Rowhouses is reduced from 15 feet to 10 feet.
6. The side yard setback for Rowhouses is amended to be zero or 5 feet, subject to the new subsection (m) adopted in this Ordinance below.
7. The rear yard setback for all dwelling unit types shall be 15 feet, except as provided for in subsection (d) of Sec. 16-245.
8. The allowable maximum building coverage for Three-family dwellings is increased from 50% to 60%.
9. The allowable maximum building coverage for Four-family dwellings is increased from 50% to 75%.
10. The allowable maximum building coverage for Rowhouses is increased from 50% to 80%.

**Section 3.** Section 16-245 of Buena Vista Municipal Code shall be amended by the addition of the new subsections (k), (l), and (m) as follows:

(k) Plus 1,000 square feet for an end unit of a row house or duplex lot. Interior unit lots only (where there are units located on the common lot lines on both sides of a unit) may be reduced to the 1,500 square-foot minimum area.

(l) The minimum lot width for interior lots only (where there are units located on the common lot lines on both sides of a unit) may be reduced to the 15-foot minimum lot width. All other lots shall have a minimum lot width of 25 feet.

(m) The minimum side setback for attached units with walls located on the property line is zero (0.0) feet and the minimum side setback for end units with walls not attached to another unit is five (5.0) feet.

**INTRODUCED, READ, ADOPTED AND ORDERED PUBLISHED** this 9th day of November, 2016.

**THIS ORDINANCE SHALL BECOME EFFECTIVE THIRTY DAYS FROM PUBLICATION.**

TOWN OF BUENA VISTA, COLORADO

By: \_\_\_\_\_  
Joel Benson, Mayor

ATTEST:

\_\_\_\_\_  
Janell Sciacca, Town Clerk

(SEAL)



**Town of Buena Vista**  
 Post Office Box 2002  
 Buena Vista, Colorado 81211  
 Phone: (719) 395-8643  
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## **BOARD OF TRUSTEES STAFF REPORT**

**HEARING DATE:** November 9, 2016

**TO:** Mayor and Board of Trustees, sitting as the Board of Adjustment

**FROM:** Mark N. Doering, Principal Planner

**AGENDA ITEM:** 1012 Front Loop – Appeal of Town Administrator's decision regarding a grease trap being prohibited in Town right-of-way

### **REQUEST:**

JJ Kinsfather, representing South Main, is appealing the Town Administrator's decision to deny an underground private grease trap's proposed location within the public right-of-way, as provided in Section 16-43 of the Municipal Code.

### **OVERVIEW:**

A Special Use Permit (SUP) for a hotel use was approved by the Board of Trustees on October 27, 2015. After the approval of the SUP, the applicant submitted official building plans to the Building Department and Town Staff for their review. Upon review, Town staff determined that the proposed location of the grease trap serving the hotel was located within the Town's right-of-way for South Main Street. After consultation with the Public Works Department and other utility providers, the Town Administrator determined that a private facility for the hotel would not be allowed within the public right-of-way for South Main Street. The applicant has appealed that decision to the Board. The applicant is also requesting to limit one parking space within the street as shown in the attached drawings by striping a loading zone that will allow the vehicles serving the grease trap to be located out of the flow of traffic in Main Street (see attachments).

Town staff reviewed the proposed underground location in the tree lawn between the sidewalk and the street and has the following concerns:

1. Private facilities within the right-of-way limit the ability for the Town and public utility companies to provide and maintain public infrastructure within publicly owned land.
2. The proposed location removes one parking space from the street as required by the PUD regulations. Parking for the hotel is limited on the site (five spaces) and the remaining 64 spaces are allowed on an already busy street that also provides parking for the rest of the subdivision, including for other existing commercial and residential uses.
3. In the proposed location, any spills from the grease trap will enter the storm sewer system and be discharged directly to the Arkansas River, creating an illegal discharge to waters of the state.
4. Potential additional costs to the Town for restriping and replacement of trees if the installation of the grease trap damages tree roots enough to kill the tree.

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The grease trap was also reviewed by the Buena Vista Sanitation District. Their comments are:

*The Buena Vista Sanitation District has some specific rules and regulations governing grease interceptors. Each interceptor shall be readily accessible for inspection, servicing, and maintenance for proper working condition. The use of ladders or the removal of bulky equipment in order to inspect or service an interceptor shall constitute a violation of accessibility. Where feasible, all interceptors shall be located outside the facility served. Interceptors may not be installed in any part of a building where food is handled. In areas where traffic may exist, the interceptor shall be designed to have adequate reinforcement and cover, meeting HS-20 load specifications. Property owners shall be responsible for cleaning grease interceptors and maintaining the interceptor in efficient operating condition. To date, all the grease interceptors in the District are located on private property.*

The proposed underground grease trap can be located on site and grease can be prevented from staining the sidewalk by the use of tarps to cover the sidewalk during grease removal from the tank, as mentioned in the applicant's letter.

There are alternative locations on the hotel site that would not require a separate encroachment permit into the Town's right-of-way. That encroachment permit will require annual insurance coverage protecting the Town from any liability for the grease trap in the right-of-way. That insurance shall be required to be updated on an annual basis to maintain it within the right-of-way, if a separate encroachment permit were required with any approval of the appeal. If insurance is not maintained, the Town would require the removal of the encroachment. Other locations on private property for the hotel would still allow the efficient removal of grease from the hotel restaurant and not require the need for an encroachment permit or removing parking from South Main Street. There are no other private grease traps located within Town right-of-way or other public property and within the Buena Vista Sanitation District.

**ANALYSIS:**

Town staff does not support the request for the appeal of the Town Administrator's decision to allow the private underground grease trap within public right-of-way for the reasons listed above.

**POLICY ALIGNMENT:**

1. Economic Vitality – Not applicable.
2. Infrastructure – The proposed private facility within the public right-of-way limits the ability of the Town to provide public services and infrastructure. Private facilities should be located on private land, where they will not impact public services.
3. Community – Not applicable.
4. Environment – Not applicable.
5. Water – Not applicable.

**BOT ACTION:**

Staff recommends **DENIAL** by the Board of Adjustment (acting as the Board of Adjustment) of the appeal to not allow the underground grease trap as requested by the applicant to be located within the public right-of-way for South Main Street.

**ATTACHMENTS:**

Applicant Appeal Letter, Site Plan with proposed grease trap location  
Draft Board of Trustees Resolution



# SOUTH MAIN

Town of Buena Vista  
Board of Trustees

September 22<sup>nd</sup>, 2016

RE: Surf Hotel – appeal regarding grease trap and fire related requirements

Board of Trustees,

This is a request for you to reconsider several staff decisions and/or recommendations regarding the Surf Hotel Project in South Main. This request is related to three items:

- 1.) Location of grease trap in town ROW
- 2.) Extension of two fire rated stair cores and stairways to the roof of the facility
- 3.) 2 hour fire rating of north stair core

Our request regarding the grease trap is an appeal to understanding the realities of business operations. The location we are proposing for the grease trap is not prohibited by town code. The decision to permit or deny this proposal to place the grease trap in the public ROW is up to the trustees. Staff has denied this request, but we do not believe the reasons or logic behind this proposal were fully understood when the proposal was made. Below, and with the attached map, we hope to explain why we are making this proposal and how we think it benefits both us and the town.

Our request regarding the extension of the stair cores and the fire rating are based on the fact that not all of the standard code requirements were clearly defined at the time of this decision. It has now been determined that this building will be required to have a fully automated sprinkler and alarm system throughout all floors of the facility. The extended stair core and fire rating are not required by code. The chief building official has closely reviewed and does not agree with these recommendations. It is his job to understand and

interpret the building codes. He is the single most qualified person involved in this discussion to formulate an opinion on the matter and his opinion is that these requirements are excessive (see attached).

#### GREASE TRAP –

We have proposed that the grease trap for this project be located in the South Main Street ROW, in the grass planting strip, near the intersection with Front Loop. Like all sewer services in South Main, the oversized sewer service for this lot was installed at the time of street construction so that there would be no need to destroy streets or cut down trees to put in services as lots develop. The proposed location of this grease trap is driven by connecting to this existing service. The town administrator was previously under the impression that the proposal was to place the grease trap in the roadway itself. This is incorrect, see attached map. The size of trap required for this project consists of a concrete vault (5'x10') with two manhole covers. It would be buried in the ground and the top set flush with the existing grass. The trap would be emptied by a mobile service, with their trucks operating from a South Main Street parking space adjacent to the location of the trap. This is expected to occur approximately once a month during normal business hours. The service vehicle would NOT be permitted to double park or hinder the clear path of traffic in any way. Whether the trap is located on the property (one side of the sidewalk) or in the ROW as we are proposing (other side of the sidewalk), the servicing of the trap will occur in the same manner and from the same location.

The reason for this proposal is that the emptying of this vault involves hoses pumping grease waste from the vault into the mobile tank. This process is fairly invasive and will likely result in some amount of grease waste ending up on the ground around the trap. By placing the trap in the grass strip, we can avoid the need for hoses to be running across the nearby sidewalk. This would help prevent grease staining on the sidewalk, as well as situations where pedestrians are blocked or otherwise affected by the clean out. The vault would be owned and operated by the hotel and restaurant. The town would simply be allowing an encroachment into the ROW. In one form or another, every commercial building (and many residential buildings) in South Main has an encroachment, as permitted by the South Main PUD zoning. It is common in areas such as South Main, East Main or other downtown areas for grease interceptors to be located in the public ROW due to the ability for buildings to be constructed with 100% lot coverage. The grease interceptor at the Eddyline in South Main is in the ROW.

#### EXTENSION OF STAIR CORES -

The town has required the extension of both of the fire rated stair cores to the roof of the structure. This is not required by the building code under any circumstance for a building of this size. Additionally, to have two stair cores being required to go to the roof is not required by code for any building of any size under any circumstance. This building will have an automatic sprinkler system throughout the building, meeting the current

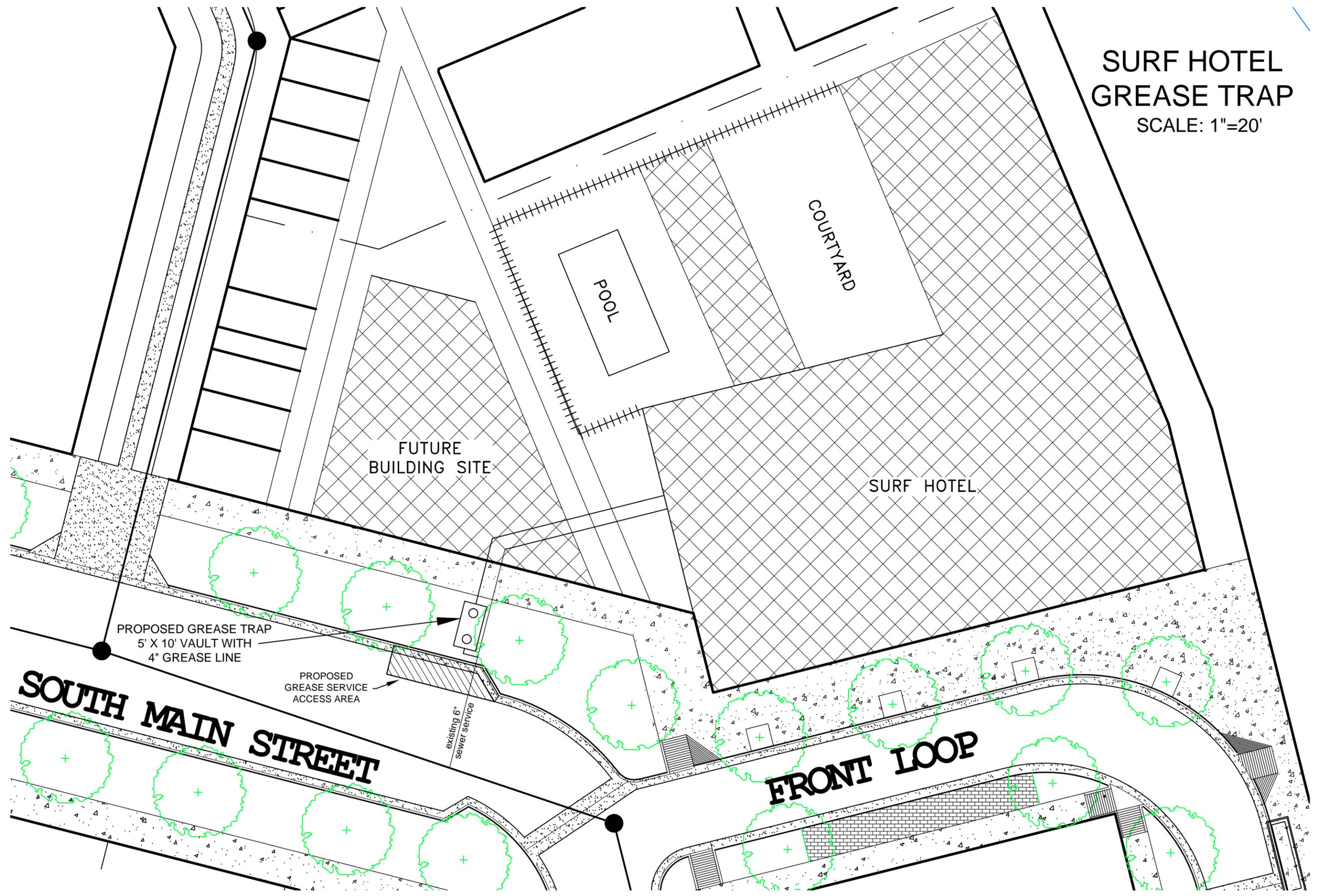
requirements of the State of Colorado Department of Public Safety, who has jurisdiction in such matters. It is also built to the most current building code required by the Chaffee County building department. In other words, this will be the safest building, built to the most restrictive code ever used in this town to date. By nature of its construction, it is already more safe than any other building in this town. To require these extensions is simply excessive and unnecessary. As an alternative, we would propose to provide an oversized access hatch to the roof inside the south stairwell so that fire personally could access the roof in full gear. Additionally, a fixed ladder would be put in place, removing the need for fire personnel to carry ladders up the stairwell to access the hatch and the roof. There are obviously no patrons who would need to be saved from the roof. This hatch would provide more than ample access for fire fighters to access this unoccupied area.

## 2 HOUR RATING OF NORTH STAIR CORE –

The building code requires that the South stair core be 2 hour rated because it accesses the three above grade levels as well as the basement. The north stair core only access the three above grade levels and is only required to have a 1 hour rating in the building code. The building codes are more restrictive now than they have ever been before. The need, or lack thereof, for a 2 hour rating has been deeply considered by thousands of code officials across the nation. A consensus as to what fire rating is needed for this stair core has been reached, and it is 1 hour. To think that this building and the particulars of this situation are so far outside of the realm of all possible scenarios considered by these code officials is not realistic. Keep in mind this is the “International Building Code” and is considered the global gold standard. Only in the US are roads and ladder trucks so large. Our ladder truck would only fit on the international highway system in Europe.

At its core, the town has the ability to place just about any requirement on us that it sees fit. What may or may not be taken into consideration when these requirements are placed upon us is that these upgrades are not free. To comply with these stairwell requirements will cost approximately \$60,000 dollars. The question we would ask you, the trustees, is what the value of these additional requirements is and who is qualified to make these determinations? When these upgrades are arbitrary and have no basis then how do we know how much is enough? We all know that the building codes are conservative by nature and that every new edition is more restrictive than the last. If we forego the additional requirements of town staff and just follow the requirements of the building code, and the recommendation of the chief building official, we know that this will already be the safest building ever built in the town of Buena Vista.

**SURF HOTEL  
GREASE TRAP**  
SCALE: 1"=20'



**TOWN OF BUENA VISTA, COLORADO****RESOLUTION NO. 109  
SERIES 2016****A RESOLUTION OF THE BOARD OF ADJUSTMENT FOR THE TOWN OF BUENA VISTA, COLORADO, UPHOLDING THE DENIAL BY THE TOWN ADMINISTRATOR OF AN ENCROACHMENT PERMIT APPLICATION FOR A GREASE TRAP TO BE LOCATED WITHIN THE SOUTH MAIN STREET RIGHT OF WAY.**

**WHEREAS**, the Town conditionally approved a Special Use Permit application submitted by Town Company, LLC (the “Applicant”), for a hotel located at 1012 Front Loop, Buena Vista, Colorado, pursuant to Resolution No. 74, Series 2015;

**WHEREAS**, at the time of approval of the Special Use Permit, the Applicant did not present final building plans;

**WHEREAS**, the Applicant has now submitted final building plans to the Town for approval;

**WHEREAS**, as part of those final building plans, the Applicant has requested that a grease trap for the hotel be located within South Main Street, the Town’s right of way.

**WHEREAS**, pursuant to Sec. 16-291 of the Buena Vista Municipal Code (the “Code”), no person is permitted to install any structure within the public right of way without an encroachment permit;

**WHEREAS**, pursuant to Sec. 16-292 of the Code, the Town Administrator has authority to approve, conditionally approve or deny encroachment permits;

**WHEREAS**, the Town Administrator reviewed the request by the Applicant to locate the grease trap within the South Main Street right of way;

**WHEREAS**, the Town Administrator found that the request for the encroachment permit does not benefit the Town because the encroachment would limit the ability of the Town and other public utilities to use the right of way and would result in additional costs to the Town to restripe of the right of way and possibly replace trees if the installation of the grease trap damaged tree roots;

**WHEREAS**, the Town Administrator further found that the request for the encroachment permit would remove a parking space from the street as required by the conditions of the South Main PUD approval;

**WHEREAS**, based upon her findings, the Town Administrator denied the encroachment permit application pursuant to Sec. 16-295(b) of the Code; and

WHEREAS, the Applicant submitted a timely appeal of the denial of the encroachment by the Town Administrator to the Board of Adjustment pursuant to Sec. 16-43 of the Code.

BE IT RESOLVED BY THE BOARD OF ADJUSTMENT OF THE TOWN OF BUENA VISTA, COLORADO, as follows:

**Section 1.** The Board of Adjustment, having reviewed the application, all information provided, and testimony heard, makes the following findings:

1. The location of the grease trap within the South Main Street right of way impairs the future ability of the Town and other public utilities to install public infrastructure within the right of way.
2. Approval of the encroachment permit would result in additional costs to the Town, including restriping of the right of way and possible replanting of trees.
3. Location of the grease trap in the South Main Street right of way would result in the reduction of already limited parking spaces for the hotel and such a reduction is not in compliance with the approved South Main PUD.
4. There are alternate locations on the Applicant’s property where the grease trap may be located.

**Section 2.** The Board upholds the Town Administrator’s denial of the encroachment permit on the basis the encroachment does not benefit the Town and does not comply with the terms and conditions of the South Main PUD.

ADOPTED this 9<sup>th</sup> day of November, 2016.

\_\_\_\_\_  
Joel Benson, Mayor

ATTEST:

\_\_\_\_\_  
Janell Sciacca, Town Clerk



**Town of Buena Vista**  
 Post Office Box 2002  
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 Phone: (719) 395-8643  
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## **BOARD OF TRUSTEES STAFF REPORT**

**HEARING DATE:** November 9, 2016

**TO:** Mayor and Board of Trustees

**FROM:** Mark N. Doering, Principal Planner

**AGENDA ITEM:** 1012 Front Loop – Amendments to the Approved Special Use Permit for a 44-unit hotel use in the South Main PUD

### **REQUEST:**

JJ Kinsfather, representing South Main, is requesting an amendment to the approved Special Use Permit (SUP) to allow a hotel with more than six units in the Residential Mixed portion of the South Main Planned Unit Development (PUD).

The applicant is seeking to amend requirements imposed by the Board of Trustees with that approval that relate to the hotel's construction. They are seeking amendments to the requirement for, "Both stairwells shall extend to the roof of the building and be secured with a Knox box or combination code to limit access by the general public" and to the requirement for, "Two-hour fire separation shall be installed in all stairwells." See Attachments D and E. The Building Code only requires one stairwell built to a one-hour fire rating to meet building code requirements.

### **OVERVIEW:**

The SUP for the hotel was approved by the Board of Trustees on October 27, 2015. The applicant pulled the building permit for the hotel earlier this year.

The SUP approval had several conditions that were imposed by the Board of Trustees to ensure safety of the users of the hotel, but the Town did not have final building design information regarding the construction of the hotel at that time. Official building plans were not submitted with the SUP request. In order to allow the request to be heard by the Board prior to the final design, staff provided conditions based upon both Chaffee County and Buena Vista Fire Departments review comments provided at the time. The Chaffee County Building Department did not provide comments on the SUP at that time regarding the proposed conditions related to the requirements of the building code, as they were not informed of the proposal's potential impacts with the Special Use Permit request.

After the approval of the SUP and the subsequent submittal of final building plans to the Building Department for their review, the Building Department determined that several imposed conditions were in excess of the 2006 Building Code requirements for the proposed building. A copy of the determination from Dan Swallow, Development Services Director is attached (See Attachment F). That letter states that the conditions imposed by the Board of Trustees are excessive for the building's construction and exceed the Building Code requirements for only one stairwell being built to code standards to provide fire-rated access to the roof with a roof hatch, as opposed to stairs.

**ANALYSIS:**

The proposed amendments that the applicant is requesting to amend from the original SUP meet the building code requirements and do not impact the other review criteria for a SUP.

**POLICY ALIGNMENT:**

1. Economic Vitality – The amended conditions to match the building code does not impose any additional requirements over those required for any other business in town as listed in the 2006 International Building Code.
2. Infrastructure – Not Applicable
3. Community – Not applicable.
4. Environment – Not applicable.
5. Water – Not applicable.

**BOT ACTION:**

Staff and the planning and Zoning Commission recommend **APPROVAL** of the amendments to the conditions of the approved Special Use Permit to reduce the conditions of approval to match the requirements of the Building Code.

**ATTACHMENTS:**

Planning and Zoning Commission Staff Report  
Proposed Draft Resolution



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## **PLANNING AND ZONING COMMISSION STAFF REPORT**

**REPORT DATE:** October 28, 2016

**HEARING DATE:** November 2, 2016

**ADDRESS:** 1012 Front Loop

**APPLICANT:** JJ Kinsfather, South Main Company

**REQUEST:** The applicant is requesting an amendment to the approved Special Use Permit (SUP) to allow a hotel over six units in the Mixed-Use portion of the South Main Planned Unit Development (PUD). That approval was granted on October 27, 2015 with several conditions that related to the building's construction. Since then, the final building permit drawings have been submitted and reviewed by the Chaffee County Building Department. During that review, several of the conditions imposed by the Board of Trustees for the hotel have been determined to be in excess of the 2006 Building Code. The applicant is requesting that the conditions of the SUP be changed (reduced) to match the requirements of the Building Code. Staff has directed the applicant to apply for an amendment to the SUP for reconsideration of those conditions. That allows staff to bring the request back to the Planning and Zoning Commission and the Board of Trustees through the SUP process listed in the Town of Buena Vista Municipal Code Section 16-61.

**TOWN STAFF:** Mark N. Doering, Principal Planner

### **STAFF RECOMMENDATION:**

The Planning and Zoning Commission accepts the conclusion and recommendation as presented in the staff report and recommends **APPROVAL** to the Board of Trustees to amend the previous Special Use Permit at 1012 Front Loop to remove conditions of approval that exceed the Building Code requirements for the construction of the three-story, 42-unit hotel.

### **ATTACHMENTS TO THE REPORT:**

Attachment A – Vicinity Map	Attachment D – Applicant's Appeal Letter
Attachment B – Zoning Map	Attachment E – Floor Plan
Attachment C – Resolution 74 Series 2015	Attachment F – Building Department Comments

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## I. SUMMARY OF REQUEST

JJ Kinsfather, representing South Main, is requesting amendments to the SUP conditions of approval imposed by the Board of Trustees. The applicant has submitted a new SUP subject to the requirements of Section 16-61 of the Municipal Code to seek relief from several conditions of the Special Use Permit (SUP) approved by Resolution 74, Series 2015. (See Attachment C.)

The applicant is appealing requirements imposed by the Board of Trustees with that approval that relate to the hotel's construction. They are seeking relief from the requirement for, "Both stairwells shall extend to the roof of the building and be secured with a Knox box or combination code to limit access by the general public" and from the requirement for, "Two-hour fire separation shall be installed in all stairwells." See Attachments D and E. The Building Code only requires one stairwell built to a one-hour fire rating to meet those requirements.

## II. HISTORY AND BACKGROUND

The SUP for the hotel was approved by the Board of Trustees on October 27, 2015. The applicant pulled a building permit for the hotel's foundation on March 10, 2016.

That SUP approval had several conditions that were imposed by the Board of Trustees to ensure safety of the users of the hotel, but the Town did not have appropriate information regarding the construction of the hotel at that time. Official building plans were not submitted with the SUP request. In order to allow the request to be heard by the Board, staff provided conditions based upon both Chaffee County and Buena Vista Fire Departments review comments provided at the time. The Chaffee County Building Department did not provide comments on the SUP at that time regarding the proposed conditions related to the requirements of the building code, as they were not informed of the proposal's potential impacts by town staff.

After the approval of the SUP and the subsequent submittal of final building plans to the Building Department for their review, the Building Department determined that the imposed conditions were in excess of the 2006 Building Code requirements for the proposed building. A copy of the determination from Dan Swallow, Development Services Director is attached (See Attachment F). That letter states that the conditions imposed by the Board of Trustees are excessive for the building's construction and exceed the Building Code requirements for only one stairwell being built to code standards to provide fire-rated access to the roof with a roof hatch, as opposed to stairs.

## III. PROCESS – REQUIRED APPROVALS

The applicant submitted a SUP application for the requested amendments as specified in Section 16-61 of the Town of Buena Vista Municipal Code. The Planning and Zoning Commission reviews the SUP and makes a recommendation to the Board of Trustees for a final decision on the application.

An SUP is required to be substantially acted upon within one (1) year from date of approval as illustrated by actual construction or other objectively measurable development activity, or such shorter time period as specified by the Board of Trustees, the permit shall expire and become void. The construction of the hotel is underway, and the SUP is still in effect.

If the amendment to the SUP request for the property is approved, the applicant will need to obtain approval from the Chaffee County Building Department for a revised building permit showing revisions to the building plans.

**IV. ANALYSIS – ZONING AND LAND USE**

	North	South	West	East
<b>Adjacent Zoning Designation</b>	South Main PUD Residential Mixed District	South Main PUD Mixed-Use District	South Main PUD Mixed-Use District	South Main PUD Open Space District
<b>Adjacent Land Use</b>	Hotel	Park	Residential and Commercial	Open Space

See Attachment A - Aerial Map and Attachment B - Zoning Map.

**V. ANALYSIS – SPECIAL USE PERMIT CRITERIA**

Section 16-61 of the Buena Vista Municipal Code provides specific review criteria for SUPs. Each review criterion is shown below in bold text and staff's analysis follows each in standard text.

**1. Ingress and egress to the property and proposed structures, with particular reference to automotive and pedestrian safety, convenience, traffic flow and control and access in case of fire or catastrophe.**

The original approved SUP called for two stairwells with 2-hour construction up to the roof to allow the Fire Department to access to the roof in an emergency. The Building Code only requires one access to the roof and that can be accomplished with a ladder access to a roof hatch at least 16 square feet in area. That one stair must meet only one-hour fire rated construction. See Attachment F. Staff supports the amended requirement being reduced to meet the 2006 Building Code requirements.

**2. The need and/or adequacy of off-street parking and loading areas and the economic, noise, glare or odor effects of the special use on adjoining properties and the neighborhood generally.**

The approved SUP met this criterion at the time of approval and no amendments to the approved SUP are proposed with this application.

**3. Refuse and service areas.**

The approved SUP met this criterion at the time of approval and no amendments to the approved SUP are proposed with this application.

**4. Utilities, with reference to location, availability and compatibility.**

The approved SUP met this criterion at the time of approval and no amendments to the approved SUP are proposed with this application.

**5. Screening and buffering, with reference to type, dimensions and character.**

The approved SUP met this criterion at the time of approval and no amendments to the approved SUP are proposed with this application.

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**6. Signs, if any, and proposed exterior lighting, with reference to glare, traffic safety and compatibility and harmony with properties in the neighborhood.**

The approved SUP met this criterion at the time of approval and no amendments to the approved SUP are proposed with this application.

**7. Required yards and other open spaces.**

The approved SUP met this criterion at the time of approval and no amendments to the approved SUP are proposed with this application.

**8. General compatibility with adjacent property and other property in the neighborhood.**

The approved SUP met this criterion at the time of approval and no amendments to the approved SUP are proposed with this application.

**VI. REVIEW COMMENTS**

1. Buena Vista Fire: The proposed amendments meet the minimum building and fire code requirements.
2. Chaffee County Fire: The proposed amendments meet the minimum building and fire code requirements.
3. Chaffee County Building Department: See Attachment F.

**VII. CONCLUSIONS AND RECOMMENDATION**

Based upon the information and materials provided by the applicant and in the staff report, staff supports the requested amendments to the approved Special Use Permit. Therefore, staff recommends that the Planning and Zoning Commission find that:

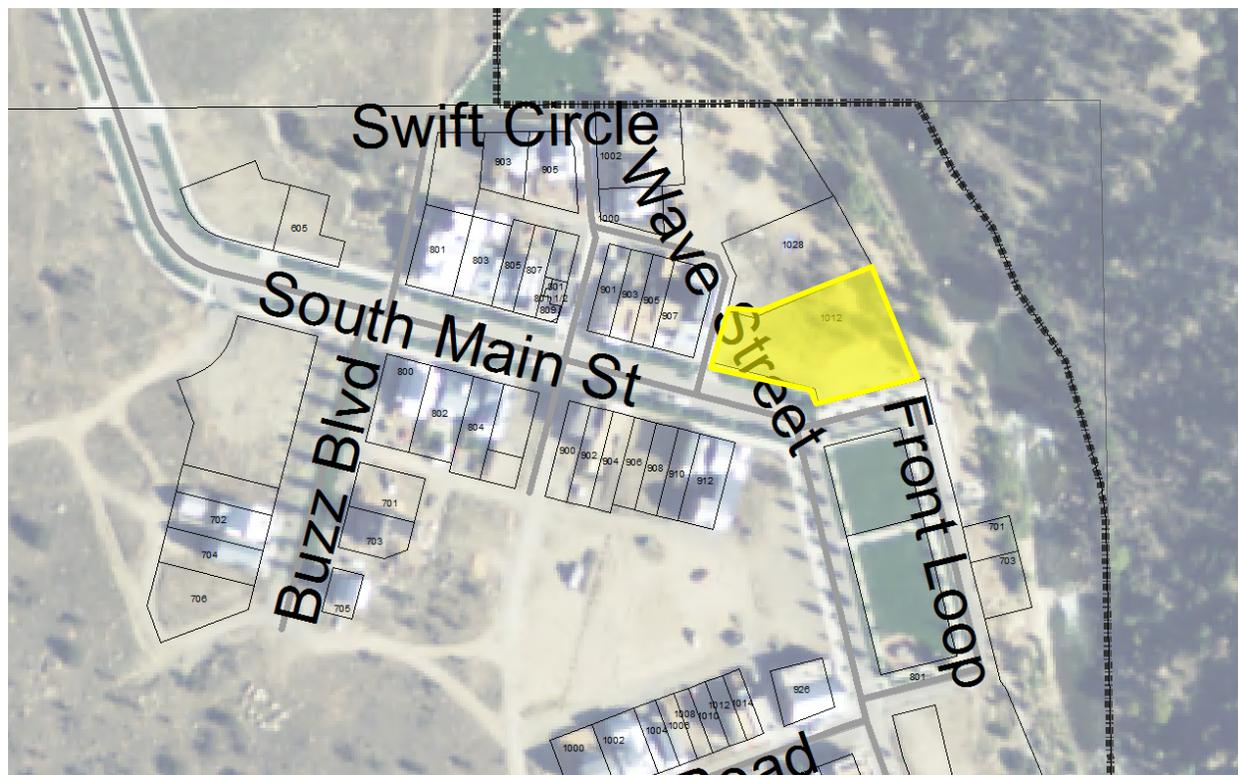
1. JJ Kinsfather is requesting approval of amendments to the approved Special Use Permit for the hotel use on the property located at 1012 Front loop; and
2. Notice of the public hearing was posted as required by the Municipal Code; and
3. The request was reviewed by the appropriate referral agencies; and
4. The application for the amendments to the approved SUP is consistent with the applicable standards for Special Use Permits as set forth in Section 16-61 of the Buena Vista Municipal Code.

**THEREFORE**

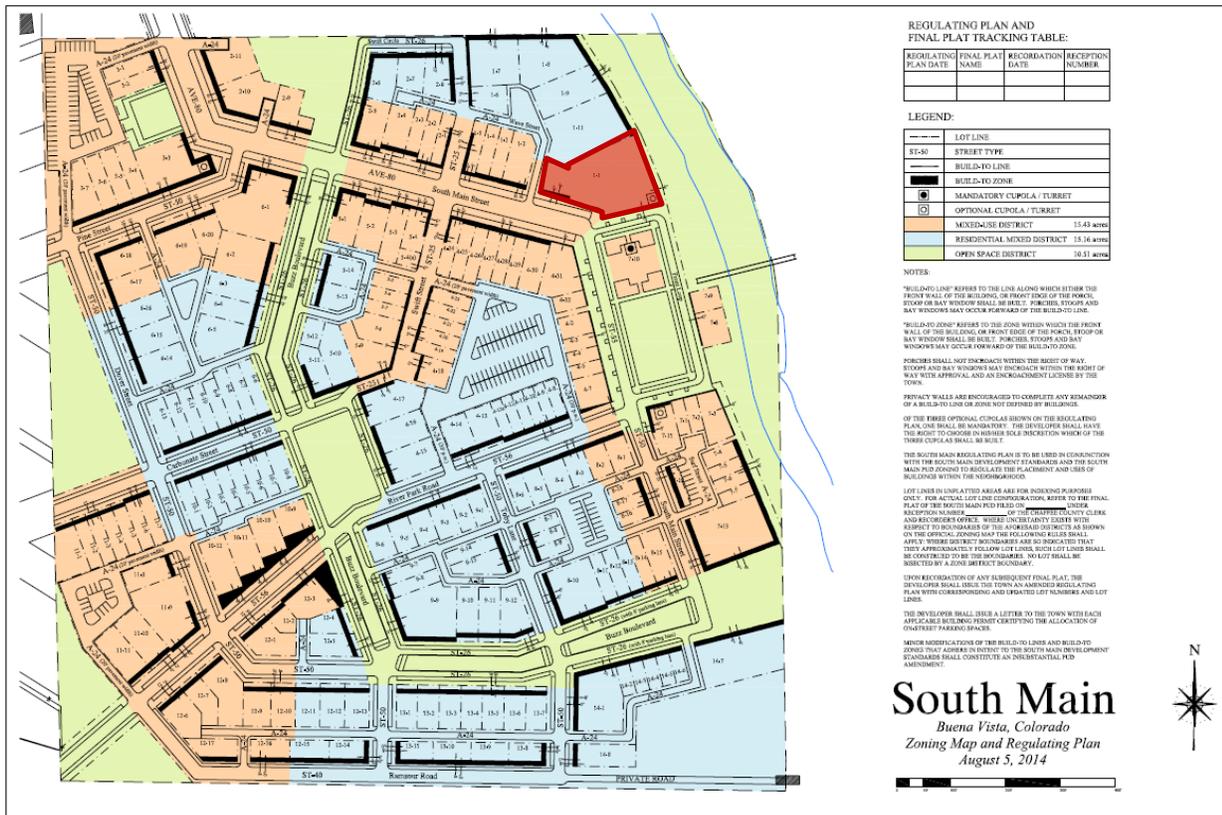
The Planning and Zoning Commission accepts the conclusion and recommendation as presented in the staff report and recommends **APPROVAL** to the Board of Trustees to amend the previous Special Use Permit at 1012 Front Loop to remove conditions of approval that are in excess of the Building Code for the construction of the three-story, 42-unit hotel.

Cc: JJ Kinsfather, Applicant

Attachment A – Vicinity Map



Attachment B – Zoning Map



**South Main**  
Buena Vista, Colorado  
Zoning Map and Regulating Plan  
August 5, 2014



**TOWN OF BUENA VISTA**

**RESOLUTION NO. 74  
SERIES 2015**

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING A SPECIAL USE PERMIT, ENCROACHMENT PERMITS, AND AN INSUBSTANTIAL PUD AMENDMENT FOR LOT 1, BLOCK 1, PHASE NO. 1, FOURTH AMENDMENT OF THE SOUTH MAIN PLANNED UNIT DEVELOPMENT FOR A 44-UNIT HOTEL**

**WHEREAS**, the Town Company, LLC (the “Applicant”) owns Lot 1, Block 1, Phase No. 1, Fourth Amendment of the South Main Planned Unit Development (the “Property”), which has underlying zoning of R-2;

**WHEREAS**, a hotel use on the Property requires special use approval, pursuant to the South Main PUD;

**WHEREAS**, accompanying Applicant’s request for the issuance of a special use permit are requests for: (1) approval of an increase in building height from the current limit of 35 feet to a height of no more than 47 feet; (2) an encroachment permit for the encroachment of the proposed hotel structure into Town right-of-way to the south and Town-owned property (Lot D) to the east; (3) an encroachment permit for the location of outdoor dining into Town right-of-way to the south and Town-owned property (Lot D) to the east; and (4) an insubstantial amendment of the South Main PUD to include the Property in Phase No. 1 of the South Main PUD;

**WHEREAS**, the South Main PUD Plan provides that the maximum building height set forth in the regulating plan approved as part of the South Main PUD may be exceeded by special review;

**WHEREAS**, on September 16, 2015, the Planning and Zoning Commission recommended approval of the Special Use Permit requested by the Applicant with certain conditions;

**WHEREAS**, notice of the public hearing before the Board of Trustees was properly posted and published pursuant to Section 16-61 of the Buena Vista Municipal Code (the "Code");

**WHEREAS**, the Board of Trustees opened the public hearing on October 13, 2015, and took public comment, but at the request of the Applicant, continued the hearing to October 27, 2015, for the Applicant to address comments and concerns expressed by the Buena Vista Fire Department;

**WHEREAS**, the Applicant has revised its plans for the property to address fire issues, and this Resolution is based upon the plans attached hereto as Exhibit A and dated June, 12, 2015 and August 5, 2014, as revised by plans dated November 2, 2015; and

**WHEREAS**, after reviewing all material provided to it and hearing staff and public testimony during the October 13 and 27 public hearings, the Board of Trustees desires to approve the special use permit, the encroachment permit for the encroachment of the structure, and the insubstantial amendment to the PUD, subject to the conditions set forth herein.

**BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO**, as follows:

**Section 1.** The Board of Trustees, having reviewed the application, all information provided, testimony heard, and the criteria for approval of a Special Use Permit as set forth in Section 16-61 of the Code, finds that the proposed special use will not adversely impact the neighborhood or the public safety and welfare, and is consistent with the Town's Comprehensive Plan, and hereby approves the Special Use Permit; subject to the following conditions:

1. A building permit shall not be issued until the following sub-conditions are met:

- a. A plan for fencing is approved by the Town pursuant to Code requirements, including without limitation fencing for the pool area;
  - b. A lighting plan is approved by the Town pursuant to Code requirements;
  - c. A landscaping plan is approved by the Town pursuant to Code requirements; and
  - d. All site design requirements pursuant to Code requirements have been complied with as evidenced by written acknowledgement of the Town Administrator.
2. The building height may be increased from 35 feet up to a maximum of 47 feet if the Applicant satisfies the following requirements:
- a. No parking is permitted along Front Loop. However, a loading zone may extend along Front Loop with the exception of the curved areas of the road. Applicant shall strip and maintain striping of loading zones until Front Loop is accepted by the Town.
  - b. River Road from its intersection with Arizona and continuing east is a private road and shall be graded and maintained by the Applicant/Owner until the road is accepted by the Town.
  - c. Applicant will construct 25 feet of roll curb from ADA ramp to the west side of the park.
  - d. Applicant shall construct and provide proof of the compaction rate which shall comply with Town standards on the south side of Front Loop.

- e. Both stairwells shall extend to the roof of the building and be secured with a knox box or combination code to limit access by the general public.
- f. One hour fire separation shall be installed on the 2<sup>nd</sup> ceiling and all of the 3<sup>rd</sup> floor.
- g. Two hour fire separation shall be installed in all stairwells.
- h. No exterior roof access ladder is permitted.
- i. Trees will be limbed a minimum of 12 feet on all of Front Loop. Applicant is responsible for maintaining these trees.
- j. Removal of the two center trees located on the north and south sides of the front of the project.

**Section 2.** The Board of Trustees, having reviewed the application, all information provided, testimony heard, and the criteria for approval of an encroachment permit as set forth in Article XII, Chapter 16 of the Code, hereby approves an encroachment permit for the decks and balconies of the proposed hotel structure into Town right-of-way to the south and into Town-owned property (Lot D) to the east, as shown on the Applicant's site plan, provided that the encroachment shall not exceed nine feet, five inches into the right-of-way and Lot D. City staff is directed to issue an encroachment permit pursuant to Article XII, Chapter 16 of the Code. The Applicant shall maintain insurance as required by the Code.

**Section 3.** The Board of Trustees, having reviewed the application, all information provided, testimony heard, and the criteria for approval of an encroachment permit as set forth in Article XII, Chapter 16 of the Code, hereby approves the outdoor dining encroachment permit, as shown on the Applicant's site plan, provided that the encroachment shall not exceed twenty-six feet, 3 inches into Lot D. This permit shall be revocable pursuant to Sec. 16-297 of the Code. The Town expressly finds that it may reevaluate this permit at any time to specifically review the

outdoor dining located to the east of the recreational trail. Upon reevaluation, the Town may revoke or modify this permit.

**Section 4.** An insubstantial amendment to the South Main PUD to add the Property to Phase No. 1 of the South Main PUD (Fourth Amendment) is hereby approved.

**Section 5.** The Special Use Permit shall run with the land.

ADOPTED this 27th day of October, 2015.

  
Joel Benson, Mayor

ATTEST:  
  
Mary Jo Bennetts, Town Clerk





# SOUTH MAIN

Town of Buena Vista  
Board of Trustees

September 22<sup>nd</sup>, 2016

RE: Surf Hotel – appeal regarding grease trap and fire related requirements

Board of Trustees,

This is a request for you to reconsider several staff decisions and/or recommendations regarding the Surf Hotel Project in South Main. This request is related to three items:

- 1.) Location of grease trap in town ROW
- 2.) Extension of two fire rated stair cores and stairways to the roof of the facility
- 3.) 2 hour fire rating of north stair core

Our request regarding the grease trap is an appeal to understanding the realities of business operations. The location we are proposing for the grease trap is not prohibited by town code. The decision to permit or deny this proposal to place the grease trap in the public ROW is up to the trustees. Staff has denied this request, but we do not believe the reasons or logic behind this proposal were fully understood when the proposal was made. Below, and with the attached map, we hope to explain why we are making this proposal and how we think it benefits both us and the town.

Our request regarding the extension of the stair cores and the fire rating are based on the fact that not all of the standard code requirements were clearly defined at the time of this decision. It has now been determined that this building will be required to have a fully automated sprinkler and alarm system throughout all floors of the facility. The extended stair core and fire rating are not required by code. The chief building official has closely reviewed and does not agree with these recommendations. It is his job to understand and

interpret the building codes. He is the single most qualified person involved in this discussion to formulate an opinion on the matter and his opinion is that these requirements are excessive (see attached).

#### GREASE TRAP –

We have proposed that the grease trap for this project be located in the South Main Street ROW, in the grass planting strip, near the intersection with Front Loop. Like all sewer services in South Main, the oversized sewer service for this lot was installed at the time of street construction so that there would be no need to destroy streets or cut down trees to put in services as lots develop. The proposed location of this grease trap is driven by connecting to this existing service. The town administrator was previously under the impression that the proposal was to place the grease trap in the roadway itself. This is incorrect, see attached map. The size of trap required for this project consists of a concrete vault (5'x10') with two manhole covers. It would be buried in the ground and the top set flush with the existing grass. The trap would be emptied by a mobile service, with their trucks operating from a South Main Street parking space adjacent to the location of the trap. This is expected to occur approximately once a month during normal business hours. The service vehicle would NOT be permitted to double park or hinder the clear path of traffic in any way. Whether the trap is located on the property (one side of the sidewalk) or in the ROW as we are proposing (other side of the sidewalk), the servicing of the trap will occur in the same manner and from the same location.

The reason for this proposal is that the emptying of this vault involves hoses pumping grease waste from the vault into the mobile tank. This process is fairly invasive and will likely result in some amount of grease waste ending up on the ground around the trap. By placing the trap in the grass strip, we can avoid the need for hoses to be running across the nearby sidewalk. This would help prevent grease staining on the sidewalk, as well as situations where pedestrians are blocked or otherwise affected by the clean out. The vault would be owned and operated by the hotel and restaurant. The town would simply be allowing an encroachment into the ROW. In one form or another, every commercial building (and many residential buildings) in South Main has an encroachment, as permitted by the South Main PUD zoning. It is common in areas such as South Main, East Main or other downtown areas for grease interceptors to be located in the public ROW due to the ability for buildings to be constructed with 100% lot coverage. The grease interceptor at the Eddyline in South Main is in the ROW.

#### EXTENSION OF STAIR CORES -

The town has required the extension of both of the fire rated stair cores to the roof of the structure. This is not required by the building code under any circumstance for a building of this size. Additionally, to have two stair cores being required to go to the roof is not required by code for any building of any size under any circumstance. This building will have an automatic sprinkler system throughout the building, meeting the current

requirements of the State of Colorado Department of Public Safety, who has jurisdiction in such matters. It is also built to the most current building code required by the Chaffee County building department. In other words, this will be the safest building, built to the most restrictive code ever used in this town to date. By nature of its construction, it is already more safe than any other building in this town. To require these extensions is simply excessive and unnecessary. As an alternative, we would propose to provide an oversized access hatch to the roof inside the south stairwell so that fire personally could access the roof in full gear. Additionally, a fixed ladder would be put in place, removing the need for fire personnel to carry ladders up the stairwell to access the hatch and the roof. There are obviously no patrons who would need to be saved from the roof. This hatch would provide more than ample access for fire fighters to access this unoccupied area.

## 2 HOUR RATING OF NORTH STAIR CORE –

The building code requires that the South stair core be 2 hour rated because it accesses the three above grade levels as well as the basement. The north stair core only access the three above grade levels and is only required to have a 1 hour rating in the building code. The building codes are more restrictive now than they have ever been before. The need, or lack thereof, for a 2 hour rating has been deeply considered by thousands of code officials across the nation. A consensus as to what fire rating is needed for this stair core has been reached, and it is 1 hour. To think that this building and the particulars of this situation are so far outside of the realm of all possible scenarios considered by these code officials is not realistic. Keep in mind this is the “International Building Code” and is considered the global gold standard. Only in the US are roads and ladder trucks so large. Our ladder truck would only fit on the international highway system in Europe.

At its core, the town has the ability to place just about any requirement on us that it sees fit. What may or may not be taken into consideration when these requirements are placed upon us is that these upgrades are not free. To comply with these stairwell requirements will cost approximately \$60,000 dollars. The question we would ask you, the trustees, is what the value of these additional requirements is and who is qualified to make these determinations? When these upgrades are arbitrary and have no basis then how do we know how much is enough? We all know that the building codes are conservative by nature and that every new edition is more restrictive than the last. If we forego the additional requirements of town staff and just follow the requirements of the building code, and the recommendation of the chief building official, we know that this will already be the safest building ever built in the town of Buena Vista.



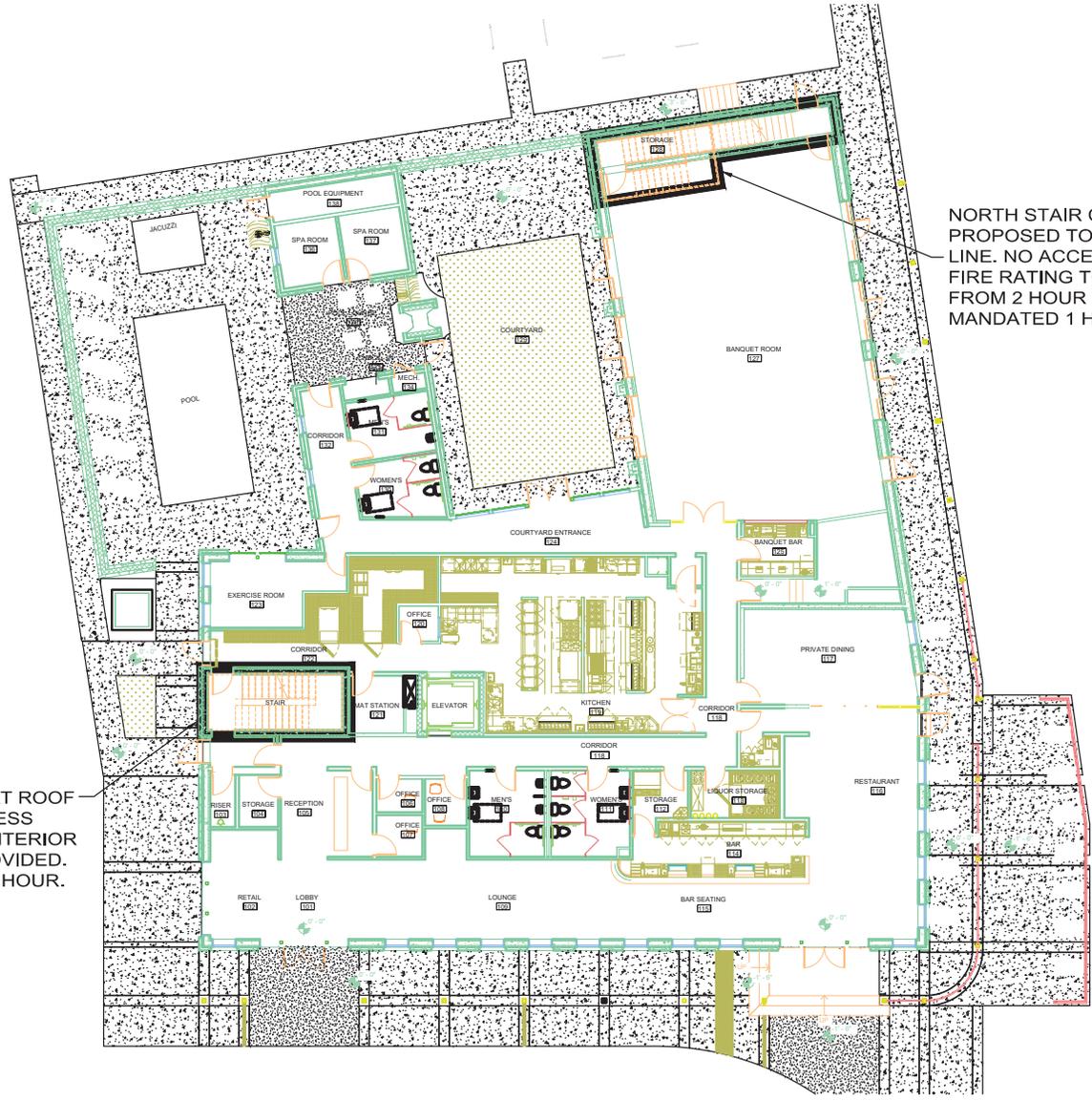
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ISSUE DATE: 2016.05.03  
 PROJ. #: 557  
 DRAWN BY: SJD  
 CHECKED BY: JRM

REVISIONS:  
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**SURF HOTEL**  
 101/2 FRONT LOOP SOUTH MAIN ST. BUENA VISTA, CO 81211  
**GROUND FLOOR PLAN**

**A1.02**



NORTH STAIR CORE -  
 PROPOSED TO END AT ROOF  
 LINE. NO ACCESS HATCH.  
 FIRE RATING TO BE REDUCED  
 FROM 2 HOUR TO CODE  
 MANDATED 1 HOUR.

SOUTH STAIR CORE -  
 PROPOSED TO END AT ROOF  
 LINE. OVERSIED ACCESS  
 HATCH WITH FIXED INTERIOR  
 LADDER WILL BE PROVIDED.  
 FIRE RATING TO BE 2 HOUR.

1 GROUND FLOOR PLAN  
 1/8" = 1'-0"





**CHAFFEE COUNTY  
DEVELOPMENT SERVICES DEPARTMENT**

P.O. Box 699  
Salida, Colorado 81201  
(719) 539-2124 FAX: (719) 530-9208  
bdepartment@chaffeecounty.org

September 12, 2016

South Main Development  
PO Box 5246  
Buena Vista, CO 81211

To whom it may concern,

JJ Kinsfather with South Main Development asked me to opine on the requirements imposed by the Town of Buena Vista on the Surf Hotel located on Lot 1, Block 1, Phase 1 of the South Main Planned Unit Development, also known as 1012 Front Loop Drive in Buena Vista Colorado, through Resolution 74 Series 2015.

This resolution allows for the encroachment of the hotel onto Town Rights-of-Way on the South and East sides, encroachment of outdoor dining onto Town Right-of-Way, and increases the maximum building height from 35 feet to 47 feet. Section 1 subsection 2 a-j imposes several additional requirements for the facility. Below is a list of additional building code requirements that were imposed by the town in order to allow the encroachments and the additional height along with my opinion of the requirements imposed (shown in red).

The Building Department was not consulted nor did we have any opportunity to comment on the additional requirements imposed on this project as would normally occur through the agency referral process. This building is designed for Type VA construction and is an R-1 occupancy. This type of construction and occupancy limits the building height to 40 feet and 2 stories. This building happens to be sprinklered with an NFPA 13 system which allows the building to have an additional story and an additional 20 feet in height. Had the building not been sprinklered it would have exceeded the limits of the Building Code and the height variance would have been approved in violation of the building code without any input from the Building Department. These types of variances should be referred to the Building Department for comment before any formal action is taken.

- a. No parking is permitted along Front Loop. However, a loading zone may extend along Front Loop with the exception of the curved areas of the road. Applicant shall strip (sic) and maintain striping (sic) of loading zones until Front Loop is accepted by the Town.

**This is not a Building Code issue and, as such, the Building Department has no opinion on this issue.**

- b. River Road from its intersection with Arizona and continuing east is a private road and shall be graded and maintained by the Applicant/Owner until the road is accepted by the Town.

**This is not a Building Code issue and, as such, the Building Department has no opinion on this issue.**

- c. Applicant will construct 25 feet of roll curb from ADA ramp to the west side of the park.

This is not a Building Code issue and, as such, the Building Department has no opinion on this issue.

- d. Applicant shall construct and provide proof of the compaction rate which shall comply with Town standards on the south side of Front Loop.

The Building Code only addresses compaction testing of disturbed soil under the building. As such, the Building Department has no opinion on this issue.

- e. Both stairwells shall extend to the roof of the building and be secured with a knock box or combination code to limit access by the general public.

The Fire and Building codes are reciprocal regarding the issue of rooftop access. Both the Building and Fire Codes require one stairway to the roof if the building is four stories or more (IBC 1009.11) above grade plane. This hotel is three stories above grade plane and is not required by the Building or Fire Codes to have any stairways to the roof. Access to the roof would still be required by the Mechanical Code to service the rooftop HVAC equipment but this requirement could be met with either a permanently affixed ladder to the roof on the outside of the building or through an interior ladder and roof hatch. It is important to note that only one stairway is required to extend to the roof for any number of stories above three. Even a fifty story high rise would only require one stairway to extend to the roof. The code further allows a roof hatch or trap door not less than 16 square feet in area and having a minimum dimension of 2 feet for buildings with an unoccupied roof. Even though this building is only three stories and therefore requires no access to the roof, if it were four or more stories it does have an unoccupied roof so this exception would apply.

From what I have been told from Buena Vista Staff, the Fire Department, with input from Chaffee Fire, imposed the requirement of two stairwells to the roof because of the possibility of the ladder truck not being available in the event of a fire so the rooftop may not be accessible. There are approximately 1,129 buildings in the United States alone that are greater than 400 feet tall, none of which have rooftops accessible from a ladder truck and all of which are only required to have one stairwell to the roof. To require two stairwells to the roof for a 47 feet tall three story building is not necessary or at all warranted in this situation.

- f. One hour fire separation shall be installed on the 2<sup>nd</sup> ceiling and all of the 3<sup>rd</sup> floor.

This is very poorly worded and difficult to understand. It appears the intent is to require a one hour fire resistive floor/ceiling assembly between the second and third floor. It also appears that the intent was to require all of the 3<sup>rd</sup> floor to be one-hour fire-resistive construction. The requirement of a one-hour fire-resistive floor/ceiling assembly is superfluous as a one-hour construction is already required by the Building Code between sleeping units of hotel occupancies. The requirement of one-hour construction for all of the third floor only seems counterintuitive. When the code requires fire resistive construction, it always requires all of the supporting construction below to be of the same level of fire resistive construction. This is required because fire resistive construction does no good if the supporting construction below collapses in the event of a fire. Nevertheless, the building was designed for VA construction which is one-hour fire-resistive construction throughout. These requirements are already addressed by the Building and Fire Codes so to enumerate this again in the resolution is unnecessary and confusing.

- g. Two hour fire separation shall be installed in all stairwells.

It appears that the intent is to require two-hour fire-resistive shaft enclosures around the stairwells. The code requires one-hour fire-resistive shaft enclosures for stairwells for buildings up to three stories and two-hour fire-resistive shaft enclosures for stairwells in buildings of four or more stories. This building is only three stories and should have only been required to install 1-hour fire-resistive shaft enclosures. This requirement exceeds the Building and Fire codes with no legitimate justification. We already have a building code that is recognized both nationally and internationally. There is nothing unique with this building design nor anything unique with the infrastructure or equipment available for firefighting purposes in Buena Vista that would justify imposing requirements above our adopted nationally recognized code.

- h. No exterior roof access ladder is permitted.

As mentioned before, the Mechanical Code requires a ladder to the roof of buildings with a roof height of 16 feet or more containing HVAC equipment. Additionally, prohibiting exterior ladders seems counterintuitive as this would improve both egress off of the roof as well as access to the roof for emergency rescue. If the concern is the unauthorized access to the roof by the public, there are devices available to minimize this potential and are commonly installed throughout the country.

- i. Trees will be limbed a minimum of 12 feet on all of Front Loop. Applicant is responsible for maintaining these trees.

This is not a Building Code issue and, as such, the Building Department has no opinion on this issue.

- j. Removal of the two center trees located on the north and south sides of the front of the project.

This is not a Building Code issue and, as such, the Building Department has no opinion on this issue.

In summary, Buena Vista Resolution No. 74 Series 2015 imposes requirements that far exceed the Building and Fire Code requirements for even high rise buildings. The Building Code defines a high rise building as having an occupied floor more than 75 feet above the lowest level of fire department vehicle access. This building will have a height of only 47 feet. To impose more restrictive requirements for a three story building than would be required for a high-rise structure seems excessive, arbitrary, and capricious.

Sincerely,



Daniel J. Swallow  
Development Director  
Chaffee County  
(719)530-5567

**TOWN OF BUENA VISTA, COLORADO****RESOLUTION NO. 108  
SERIES 2016****A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING TWO AMENDMENTS TO THE SPECIAL USE PERMIT GRANTED TO THE TOWN COMPANY FOR A 44-UNIT HOTEL.**

**WHEREAS**, the Town Company, LLC (“Applicant”) owns certain real property, known as Lot 1, Block 1, Phase No. 1, Fourth Amendment of the South Main Planned Unit Development (the “Property”);

**WHEREAS**, the Applicant obtained a special use permit for the construction on the Property of a 44-unit hotel pursuant to Resolution No. 74, Series 2015 (the “Special Use Permit”);

**WHEREAS**, the Town imposed two conditions on the approval of the Special Use Permit which the Applicant has now filed an application to have removed;

**WHEREAS**, the first condition that the Applicant seeks to have removed from the Special Use Permit required that both stairwells extend to the roof of the building and be secured with a Knox box or combination code to limit access by the general public;

**WHEREAS**, the second condition that the Applicant seeks to have removed from the Special Use Permit required two-hour fire separation to be installed in all stairwells;

**WHEREAS**, at the time of the approval of the Special Use Permit, the applicant had not submitted final building plans to the Town;

**WHEREAS**, now the Applicant has submitted final building plans and those plans have raised the issue of the necessity of the requirements stated in the conditions described above;

**WHEREAS**, as a result, the Applicant has filed an application to amend the Special Use Permit and have these conditions removed as no longer being necessary because the requirements are more onerous than what would be required under the applicable building code;

**WHEREAS**, on November 2, 2016, the Planning and Zoning Commission recommended that the Special Use Permit be amended by the removal of the two conditions;

**WHEREAS**, notice of the public hearing before the Board of Trustees was properly posted and published pursuant to Section 16-61 of the Buena Vista Municipal Code (the “Code”);

**WHEREAS**, on November 9, 2016, the Board of Trustees opened the public hearing and took public comment; and

**WHEREAS**, after reviewing all materials provided to it and hearing staff and public testimony, the Board of Trustees desires to amend the Special Use Permit by removal of two conditions.

**BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO**, as follows:

**Section 1.** The Board of Trustees, having reviewed the application, all information provided, testimony heard, and the criteria for approval of a Special Use Permit as set forth in Section 16-61 of the Code, finds that:

1. The Town's building code only requires one access to the roof of the hotel. Such access may be provided by a ladder access to a roof hatch at least 16 square feet in area.
2. Per the Town's building code, only one stairwell must meet one-hour fire rated construction.
3. The proposed amendment does not affect any of the Board's original findings in Resolution No. 74, Series 2015, related to the criteria for special use permit approval, including refuse and service areas, availability of utilities, screening and buffering, exterior lighting, required yards and other open spaces, and general compatibility with adjacent properties and other properties in the neighborhood.

**Section 2.** The Board of Trustees hereby approves the amendment of the Special Use Permit removing the following conditions from approval of the Special Use Permit:

1. Both stairwells shall extend to the roof of the building and be secured with a Knox box or combination code to limit access by the general public.
2. Two- hour fire separation shall be installed in all stairwells.

ADOPTED this 9<sup>th</sup> day of November, 2016.

\_\_\_\_\_  
Joel Benson, Mayor

ATTEST:

\_\_\_\_\_  
Janell Sciacca, Town Clerk

Re: Annual Budget process

From: Mayor Benson

To: Trustees

Here is a run down of the budget process. We are part way through, but I want to document this process for future uses as well as to note where we are in the process. The documents that follow in the packet are pertinent to immediate decision making. I will go over steps I need you do during the meeting - don't worry about it right now. We are on *First Meeting in November*.

You will have hard copies of the Explanation and the two prioritization spreadsheets on the tables for the meeting. These will be turned into the Mayor after they have been filled out, as per instructions that follow.

Annual Budget process:

- **January or February** - check in with Board on previous year and coming year to double check direction.
- **May** - prioritization and strategic planning meeting
- **June** - Staff starts budgeting. Town Administrator has this process set up for staff. Should be guided by May's prioritization/strat planning results
- **August** - Check in with trustees to see that *next year's* priorities are still in line for budget planning purposes (a newly conceptualized activity - need to in 2017 for 2018)
- **Late September/Early October** - Initial budget workshop with staff and trustees
- **First meeting in October** - Formal budget presentation and setting of hearing dates
- **Second meeting in October** - Presentations by Advisory Boards; Go through line by line, ask for clarity/rationale, and pull items that should be on the Wish List. (Some items will already be on the wish list that were not in the formal budget presentation.) BOT decides if they want any presentations by Community Support Grant applicants.
- **First meeting in November** - Wish List Prioritization sheet is prepared and presented to the Board. All wish list items are on that. (can be modified, of course). Board discusses items as desired, then continues prioritizing on their own, after the meeting. Community Request Grant prioritization sheet is prepared and presented. Any requested presentations by Grant Applicants present to BOT.
- **Next Monday after this meeting** - Board has returned prioritization sheets back to Mayor/staff to tally.
- **Second meeting in November** - Wish List Prioritization sheet is tallied and evaluated ahead of time. BOT analyzes memo and results that are in packet for motions to add (or remove) Wish List items to (from) budget. Motion to approve Community Grant funding.
- **First meeting in December** - Staff has changed budget presentation according to the input from the trustees. "Final" budget is presented and the board approves, approves with additional changes, continues hearing, or denies.

## Explanation of Town Budget Priorities Exercise 2017

### DUE To Mayor (in person or Town Hall mailbox) Nov 14, 5 PM

The following intends to help analyze spending in greater depth and prioritize as a group.

Reflect back to our Collective Vision Statement, which the Board first approved in 2008 and which we have been discussing over the years. The 2015 Comp Plan and Strategic Objectives have provided to the budget. I included three charts of priorities for 2015, 2016, and inferred priorities for 2017 as reference. These lists are found below.

#### INSTRUCTIONS:

First, we must think in depth about potential projects before we prioritize.

**Do this alone**, with similar perspective for each project: What would you do if the Buck Stopped with You?

Here is a description of each column. These are intended to help frame your thinking.

You **should complete Columns I, II, and III**.

You **MUST complete Column IV**.

#### Column I. Strategic Objectives

From the Collective Vision Statement current trustees approved a set of Strategic Objectives. We use this list to guide policies and to direct staff, including during the budget process.

Does a requested budget item fit into one (or more) of these strategic objectives (and thereby our Collective Vision Statement)?

1. Community
2. Environment
3. Water
4. Economic Vitality
5. Infrastructure
0. Does not seem to fit

#### Column II. Prioritization Questions

These simple questions help think about the use of money and time. We also want to think about any Opportunity Cost associated with a Project and whether it is significant, in your opinion. Optimally, we would like to **Minimize #1, Maximize #2 and Avoid #3, unless it moves a project to #1 or #2**.

1. Is this unavoidable?
2. Will this generate new wealth?
3. Would this be a nice thing to do?

Y or N – Gut level on whether or not there is a significant opportunity cost

### **Column III. Weak Link Thinking**

Since we are spending money, ask, **Will this:**

- a. Capitalize on/enhance staff’s capabilities, processes and procedures, and/or our current resources and relationships
- b. Enhance the perception of town or the services and quality of life for our citizens, or
- c. “Market” town to potential tourists, new residents and/or businesses?

(At any given point, one item on this list will be weaker than the other two, and should require more resources/attention than the others. See attached description if you’d like.)

### **Item (or ‘Wish List Item’)**

This column lists the item requested for 2017.

### **2017 Costs**

All budget request amounts listed in this column are unbudgeted. Although these requests are ‘final’, the amounts always can be changed based on priorities.

### **Column IV. Rating**

All budget items need to be rated (denoted in orange). After rating the request, all items will be scored and the items with the highest priority ratings can be moved into the 2017 budget. Lower priority ranking requests may require additional consideration by the Board of Trustees. Please rate each item based on the following scale:

#### **Must Do = 1**

These are the most critical items because they have funding attached them. (e.g. obliged by grants/loans, impact quality of life, increase safety, improve cost-savings, or compel significant opportunity costs.)

- Examples: additional water shares, fire and police protection services, traffic safety, grant/loan towards a project or financial commitment, contract or statutory requirement, or project that mitigates potential risks.

#### **Need to Do = 2**

These are items have minimal impacts to quality of life or safety but can produce a savings and have an opportunity cost. Need to do items do have an impact to service delivery. Not doing these projects *now* could increase costs in the future.

- Example: replacing fleet, street maintenance, waterline maintenance, facility and park maintenance, updating technology or land use code.

**Should Do = 3**

These are items that do not have an immediate impact to quality of life or safety but *may* produce a savings and *might* have an opportunity cost associate with completing the project. Impacts to quality of life and improvements to economic/ community development occur later depending on the project.

- Example: Tree pruning, planting trees, landscaping, or new parks, or studies/planning documents.

**Want to Do = 4**

These are items that do not have an impact quality of life or safety, there might be a cost savings or opportunity cost associated with the completing the project.

- Example: Website development, new furniture for facilities, and land purchases/acquisitions.

**Don't Do = 5**

These are items that do not have a significant impact to quality of life or safety; there are not savings or opportunity costs. These are projects that do not significantly address goals in the comprehensive plan or any other guiding document and might have negative impacts to the town.

- Examples: approving more parks, facilities, staff then what is financially or economically sustainable.

**Task: Fill out columns I, II and III and IV with a letter/number according to what you feel makes the most sense from the descriptions above. Please make sure that you give each item a ranking from 1 – 5. Do not leave any item blank.**

**There are two groups of items.**

1. Items that were already in the 2017 Budget, but were pulled for discussion.
2. Items on the Wish List that are not in the budget, but have been requested by staff or individuals or organizations. Any larger projects may have a more significant impact on staff time. Non 'projects' may have a smaller opportunity cost.

## Community Request

Additionally, we have a separate Community Donations request form. All requests to date are included along with a desired 'total to be funded', according to the formula established by trustees several years ago. Items that are "Community Donations" are requested by a non-profit or similar organization for support from town. These tend to be ongoing help with operations as opposed to a specific project, although there may be some money requested for specific projects.

After doing your own research, including listening to any request presentations and reading through application materials, fill out the blank column *What Would You Would Fund*, again as if the Buck Stopped with You. Be sure the total of your column is the same as the formula result of \$17,101. We can change this total if the Board wants. We will discuss this sheet during the budget hearing.

## Previous and Current Priority Lists...

2015 Priority List (Weak - Category A)	Status at end of 2015
<b>Comprehensive Plan and Collective Visions Statement/Context rewrite</b>	Fairly complete, although the Comprehensive Planning Process did not get into the Vision, as requested. So, we haven't revisited the Collective Vision Statement
<b>Land Use Code rewrite</b>	In process and should be complete in the first quarter of 2016
<b>Continued work on adequate and reliable water supply</b>	Staff have worked very hard on this and continue to do so.
<b>Economic Development of Downtown Corridor and/or Industrial areas</b>	This has been a good focus for 2015, and we need to determine level of priority for 2016
<b>Airport "Sustainability" and/or "Independence"</b>	We did a lot toward this, and evidently need more assistance. Numbers to the business plan is a focus
<b>Pedestrian safety on HWY 24</b>	All we could do with this was keep things moving with CDOT. Project is starting in July
<b>Fire and Police services up to par</b>	We continued to encourage this in a variety of ways. We need continued attention, and should decide its severity
<b>Affordable Housing/Infill</b>	Part of this is in the LUC, part is the establishment of 'funds' to support infill, etc. We started talking about a tiny house ordinance.
<b>Community Perception/Community Participation/Involvement in Decision-making and direction</b>	Continued work on communication with Planning eval, rearranging front of house, etc. Changed to Policy Governance approach—transitioning and still need to implement quarterly meetings, regular prioritization discussions, monitoring of administrator.
<b>Capital Improvement Planning</b>	Continued progress on this, probably needs to be revisited in terms of prioritization

2016 Priority List (Weak - Category A)	Status at end of 2016
<b>Continued work on adequate and reliable water supply</b> - Joint Permit with Upper Ark and US Forest Service, St Charles Mesa, other.	Good progress. Awaiting resolution on new water rights/storage potential. Well #3 in but needing to be potable.
<b>Continued honing of Policy Governance</b> - quarterly meetings, Policies adopted, Collective Vision Revisit	Some tweaks needed and re-evaluation. Strategic planning went well. Need to be clearer on how to implement policy as opposed to just creating policy. Need measurable monitoring data points with Administrator to continue to progress.
<b>Water infrastructure</b> - upper zone tank, right size water lines, HWY 24	Loan in process. Drainage work on HWY in process.
<b>Downtown Revitalization</b> - DDA	Pulled off the priority list due to unknown actual need. No really citizen push to create.
<b>Hwy 24</b> - all that is involved	In process
<b>Historic Preservation</b> - CLG designation, funding options	CLG approved. Historic Pres Commission created.
<b>Trail Improvements</b> - Assorted	CMA with BLM requested and will require attention. Some paving completed, some maintenance done.
<b>Continued Airport “Sustainability” and/or “Independence”</b> - Financial planning, settle ground lease, through the fence resolution, snow equipment building	Financial software was hiccup with proforma. A proforma has not been presented to BOT yet. Lower 2017 budget transfer request, but also fewer capital expenses in 2017.
<b>Land Use Code rewrite</b>	Not finished, but close.
<b>IGA with county on Growth Area</b>	Not finished. In process.
<b>Broadband Planning</b>	Grant awarded. Funding in 2017 budget
<b>Software upgrades for flow in various departments</b>	Many software upgrades paid for, others in budget for 2017. Training and transition planning needed.
<b>Training New Board/Transition</b>	Board in place and getting ducks in a row.
<b>Affordable Housing/Infill</b>	CHFA award. Land swap with School complete. Seeking funding for baseball field and negotiating with Urban. Inc.
<b>Continue Fire Services up to Par</b> - fire upgrades, regional emergency management planning	Continued steps taken.

2017 Priority List (Weak - Category B)	Notes for 2017
<b>Punctuation of projects, implementation of plans</b> - longstanding projects include: AZ street, water infrastructure, HWY 24, Land Use Code, IGA with County, Capital Improvement Plan. Implementation planning for recently created plans	We have a lot of projects that have been going on for a few years, some listed as priorities for the respective year. Finishing these is important. And, we need to have clear signs of implementation planning for recently created plans.
<b>Continued work on adequate and reliable water supply</b>	Cottonwood dam, Moltz, Well #3 potability. Evaluate additional well
<b>Updated Complete Streets</b>	In process.
<b>Public perception and processes</b>	Need UDC implementation and very good, fast, feedback loop. Outreach with builders and community relationships that further establish/support positive relationships.
<b>Stormwater implementation</b>	Potential dedicated fund
<b>Road Maintenance</b>	Reignite upkeep of assets - in CIP, planning
<b>Cooperative Management Agreement with BLM and Trail Improvements</b>	In process.
<b>Continued Airport “Sustainability” and/or “Independence”</b>	Need financials/proforma. Need to finish capital acquisitions.
<b>Succession/Transition Planning</b>	with departments manuals, software training, water treatment facility, etc
<b>Affordable Housing/Infill</b>	Need negotiating with Urban, Inc. Need resolution on potential water deal, and need better understanding of CIP - see below
<b>Continue Emergency Services up to Par</b>	How close are we? Unknown.
<b>Ball field/Affordable Housing</b>	fund raising in progress

*We will use this basis for further discussion and culls/additions to budget.*

2017 Trustee Budget Planning and Filtering Worksheet. To be used in conjunction with Explanation

<b>PART I - These Items are on the Wish List AND were pulled off the original budget. The BOT can discuss items in greater depth, if desired. Staff had included these items because of a perceived priority. The BOT put the item on the wish list for more analysis. Any and all of these can be funded or not.</b>						
I. Area of Focus	II. Prior Question, (plus Y or N Op cost)	III. Will this a, b, or c?	Item	2017 cost	IV. Rating 1, 2, 3, 4 or 5	Notes
			<b>AIRPORT FUND</b>			
			nothing pulled off budget			
			<b>Total Proposed Transfer from General Fund to Airport Fund = \$130,000.</b> We historically have aimed for \$100,000 and falling every year. 2015 and 2016 involved using FAA grants, and therefore were higher transfers. In 2016 we were expecting (as per our discussions and notes from last budget season) that 2017 transfer would be back to approximately less than \$100,000. 2017 should be back to less than \$100,000.			
			<b>CONSERVATION TRUST FUND</b>			
			nothing pulled off budget			
			<b>CT Funds</b> are used for variety of park projects. The proposed budget calls for a transfer of \$85,000 to the Capital Improvement Fund.			
			<b>GENERAL FUND ITEM</b>			
1			Chamber App	\$8,000		Admin
2			Space to Create Housing Study Grant contribution	\$35,000		Admin - This is 100% funded and would be zero cost burden to town.
3			Laser Gun	\$5,400		Police
4			Odor Detector	\$1,000		Planning
5			Meritage Bldgg Dpt Software	\$8,000		Planning - only needed if in conjunction with outside building department servcies of SafeBuilt
			<b>CAPITAL IMPROVEMENT FUND</b>			

6				wayfinding signs	\$80,000		
7				Bathroom Pillars Covering Splash Park	\$12,000		Rec request to use for McPh shade
				Usually we transfer money from the General Fund to the Capital Improvement Fund.			
				Total Gen and CI Funds	\$149,400		

	<b>PART II - Items that are on the wish list AND WERE NOT in the budget</b>						
				Clerk			
8				Code recodification	\$7,500		
				Planning			
9				Surveying for Town Property	\$8,000		
				Fire			
10				Heating Unit	\$32,000		
11				Back up Generator	\$98,000		
12				Extinguisher Trainer	\$15,000		
				Police			
13				Back up Generator	\$20,000		
				Public Works			
14				Softball Lights upgrade	\$40,000		
15				Various main street improvements: kiosks, street furniture	\$5,000		
16				roof replacement comm center	\$35,000		Wind starting to blow shingles off.
17				vehicle replacement	\$32,000		
				Parks and Rec			

18				Skate park upgrade	\$12,000		concrete pad expansion/Rec (12K request from Rec reduced frm original 20K that was in original paperwork)
19				Cedar St Planting/Irr	\$35,000		tree board
20				Peaks View Trail rehab	\$30,000		Trails
21				River pk trail grading/asphlat	\$70,000		trails (not in Trails' priority list provided to BOT)
22				Trail art pedestals	\$10,000		
23				Rodeo Ground Maintenance	\$5,000		\$5K is in budget. A total of \$10K would be able to do most immediate issues.
24				McP Shade over pad	\$5,000		in 2015 was in 2016 CIP. Not funded in 2016.
25				Main Street Arch	\$20,000		Fairly low on sign plan
26				Community Skating Rink	\$20,000		Rec
27				Sound system rodeo grounds	\$15,000		rodeo
28				6 panel Trail brochure	\$1,700		(1300 funded for 3 panel, 3000 total for 6)
29				Information Panels	\$4,000		Trails - kiosks
30				Banner Poles on E Main	\$10,000		In long term plan - strategci planning session
31				RR Trail paving	\$13,000		Trails
32				Midland Hills Bridge Trail	\$5,000		Trails - \$15K is in budget. During BOT, requested \$20K
33				Grow Holiday Tree by 3'	\$3,200		Beautification
34				Holiday Skylines	\$3,000		beautification - dependent on banner poles
35				mesh event banner	\$2,200		beautification - dependent on banner poles
36				event flags for e main (to put in flag pole holes)	\$900		Beautification
				Total "Wish List" NOT originally in budget	\$557,500		
				<b>Total Wish List Items</b>	<b>\$706,900</b>		

We have wish list items that total \$706,900. We usually transfer \$250,000 from General Fund to Capital Improvements for projects. Before any of these expenses are included, we will be transferring **{amount coming from staff}**. We can spend up to **{amount coming from staff}** to stay at/above 27% reserves, as per the current financial policy. So, if the Board wants to spend all of the amount to stay at/above the 27%, we can fund several items. We must keep in mind the presenations by advisory boards, staff, and community. We must keep in mind that additional demand on staffs have an opportunity cost.

				WATER FUND		
37				CHFA CDB Grant contribution	\$105,000	*Match amount. Unknown total potential figure to negotiate with Urban, Inc.
38				Pinon Water Line	\$300,000	Conceptually, the BOT discussed a repayment via lien over a certain number of years. Theortecially, the net expense would be in opportunity cost only
				Security Cameras at treatment plant	\$18,600	(Item not in budget, would have to be put back in with a motion)
				<b>Total</b>	<b>\$405,000</b>	
				<b>Water Fund Items</b> listed here are placeholders and recordation. We will discuss and analyze through a separate process. We need to consider - Capital Improvement Plan, Priorities for 2017, potential water rights acquisition, and so forth. Both water lines are still in the budget. Security is not currently.		

The transfer from the General Fund to the Capital Improvement Fund is \$285,461. The amount the Board can spend in 2017 is \$293,461.

Community Support Grants Request 2017

Organization Name	Project	Requested	What would you fund? Enter an amount so your total equals \$17,101	NOTES
Full Circle Restorative Justice	Conflict resolution outreach and restorative practices.	\$2,000		
American Legion	Provide 4 <sup>th</sup> of July fireworks.			\$2,000 put in as line item budget
Chaffee County Economic Development Corporation Membership	Provide economic development enhancing initiatives in Buena Vista.			\$5,000 put in as line item budget
Greater Arkansas River Nature Association	Trail maps for BV/BLM trails.	\$500		
Buena Vista Heritage	Operating support for Buena Vista Museum.	\$5,000		
Buena Vista Chamber of Commerce & Visitor Center	Discover Buena Vista Mobile App	\$5,000		
The Chaffee Shuttle: Neighbor to Neighbor	Operating support.	\$3,000		
Boy Scouts Troop 67	Flagpole replacement and installation.			\$920 put in as line item in budget
Colorado Fourteeners Initiative	Support for Mt Columbia trail grant	\$500		
Boys & Girls Club of Chaffee County	Project Learn.	\$5,000		
Chaffee Housing Trust	Grant match to develop community housing development organization	\$5,000		
Alliance Against Domestic Abuse	direct services for community outreach program	\$3,570		
<b>Total Requested</b>		<b>\$29,570</b>		
Using formula of 3/4 of 1% of combined sales tax revenue projections for 2016, the total amount available in 2017 grant funding is \$17,101	<b>Target amount to fund in 2016 —</b>	<b>17,101</b>	Your Total:	

## Buena Vista Filtering Questions:

These would be questions through which to pass potential strategies, policies, etc toward our Collective Vision for Buena Vista. If they generally pass these questions, we could approve them with a fair degree of certainty, acknowledging that we cannot account for every possible variable.

### Cause/Effect:

1. Is the proposed action/strategy/policy in reaction to something? If so, what? Does it address the root cause of whatever we are reacting to?
  - For a Policy: what is the problem this policy is addressing/preventing and why does this problem exist: Ask ‘Why?’ 5 Times. What does the problem prevent the citizens from achieving?

### Social Logjam:

2. Will this negatively affect the quality of life of others? Will this so offend neighbors, the County, our constituency, etc that we will stop progress toward our Vision?

### Marginal Reaction:

3. If you have to choose between various options, which will take you toward the Vision most effectively?

### Energy/Money Source/Use:

4. What is the *source* and *use* of energy needed for this action, if any? Is it the best fit for our Vision?
5. What is the *source* and *use* of money needed for this action? Is it the best fit for our Vision?

### Economic Contribution:

6. Will this contribute to our sales tax? (or: Will this enhance our local economy?)
7. If this is a new enterprise what is its potential gross profit and how does that compare with other enterprises the Town has?

### Financial Weak Link:

8. If we plan to spend money, will we be channeling our resources in the most appropriate way, according to what we presently need most as a town: 1) Capitalizing on/enhancing staff’s capabilities and/or our current resources 2) Enhancing our “brand” as a town, or 3) actually marketing ourselves to potential tourists, new residents and/or businesses?

### Sustainability:

9. Will this enhance, or degrade the overall natural, social and economic resources that we need in the future to sustain our desired quality of life?

### Final Check:

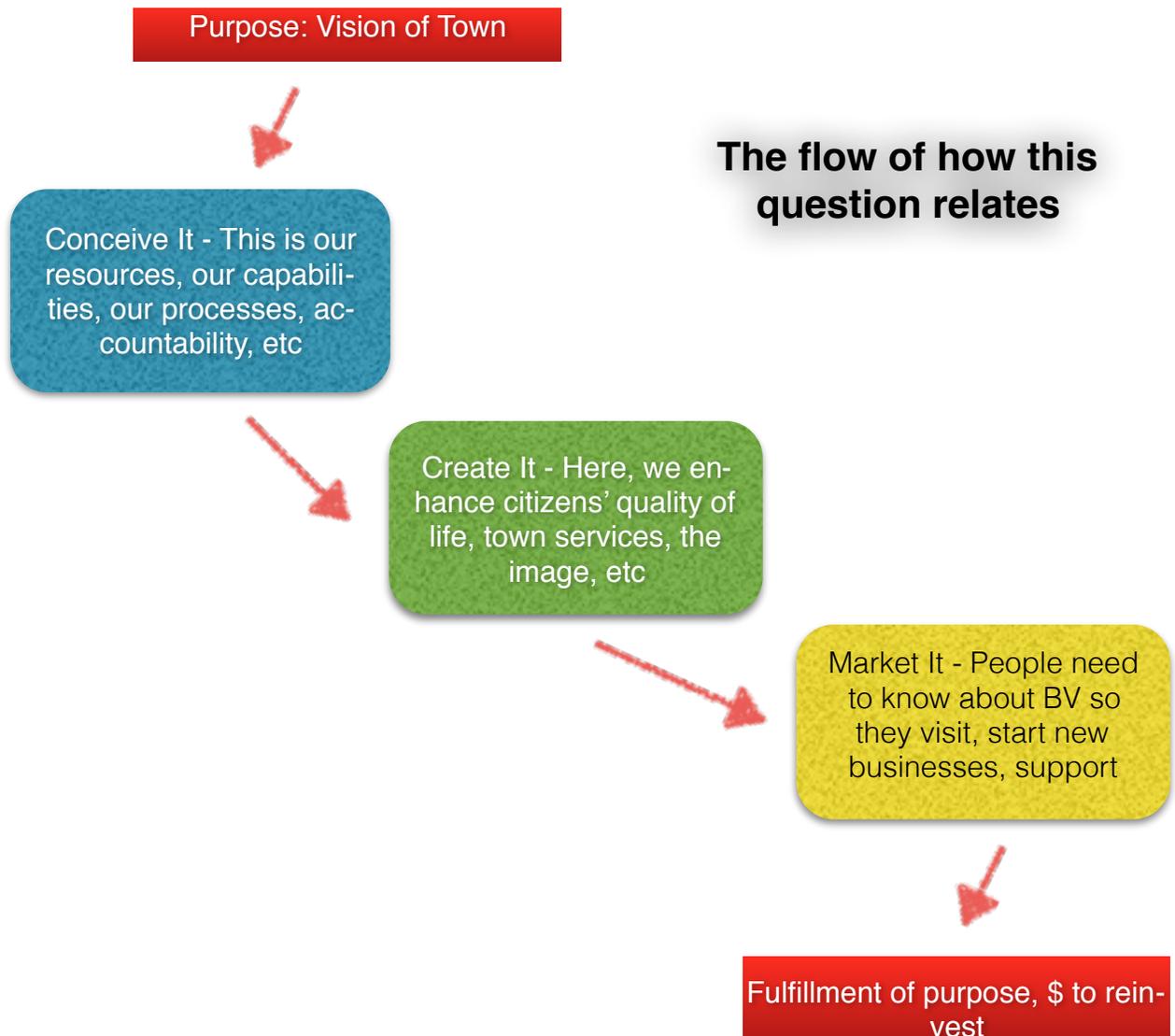
10. Now that you’ve answered the other questions will this particular action/strategy/policy take us toward our Vision?

### Filter Question Financial Weak Link Expanded

If we plan to spend money, will we be channeling our resources in the most appropriate way, according to what we presently need most as a town: 1) Capitalizing on/enhancing staff's capabilities and/or our current resources, 2) Enhancing our "brand" as a town, or 3) Actually marketing ourselves to potential tourists, new [and existing residents] and/or businesses?

The Town Government is responsible for the Health, Safety and Well-Being of our citizens, encompassed in the Mission of the Town Government. We pursue the Collective Vision Statement and are focusing on the Key Outcome Areas, or strategic objectives.

Visit this especially as we are developing a new budget for the upcoming year and when new spending opportunities/requests arise throughout the year. We certainly can find a rationale to spend money on most anything, yet the prudent decision reflects an understanding of what the best use of money is in that context, given the best analysis of the known variables.





## **Town of Buena Vista**

### **2017 Strategic Plan**

#### **Citizens of Buena Vista Collective Vision Statement**

##### **General Community Character**

We envision the town as a clean, safe, and secure engaged community that is a desirable place to live, work, and play.

##### **Community Spirit**

Our collective community consists of friendly, well-informed people who feel they can make a difference and have an impact in determining their future and their quality of life and enjoy freedom of expression.

##### **Community Appearance**

The town we envision has a defined sense of place as expressed in its history and architecture.

##### **Community Services**

The town of our vision has high-quality education and medical and emergency response services, as well as quality, efficient, and well maintained parks and public buildings. The town's public servants exhibit an excellent level of public service, including approachability, honesty and helpfulness. Our town government and community leaders demonstrate accountability, consistency and visibility. We engage in a high level of cooperation with surrounding governmental and nongovernmental entities.

##### **Environment**

We desire a community where urban, rural and agricultural land uses can coexist in a well-planned pattern. Land use decisions are made with thoughtfulness and an eye toward sustainability. We want a healthy community with clean air and water.

##### **Economy**

We envision a community in which all citizens enjoy financial prosperity and can find an affordable place to live. The town has a bustling downtown community core with abundant and diverse retail establishments. We continually strive for economic diversity within the community. Our town government is economically stable and viable.

### Board of Trustees Mission

The Town of Buena Vista is to provide high-quality, reliable services for the benefit of our citizens, guests, and employees, while being good stewards of public resources and our natural setting.

### Key Outcome Areas

- **Economic Vitality**  
We want to increase prosperity address economic weaknesses for Buena Vistans via the long-term that encourages sustainability, smart growth, and diversification, capitalizes on our strengths and improves quality of life.
- **Infrastructure**  
We want to ensure that we maintain existing infrastructure when considering new infrastructure.
- **Community**  
We want to create a community with a sense of pride and acceptance where all contribute to the social, economic, political life, and feel respected and safe.
- **Environment**  
We want to create an environment that is safe, healthy, encourages conservation, and makes for a friendly place where people want to live, work and play.
- **Water**  
We want a safe and reliable water supply that comes from diverse sources, and meets the needs of residents and business now and in the future.

### Goals

#### **Economic Vitality**

##### **Short-term (accomplish in years 1 -2):**

- Facilitate Gateway Project development - **Delete**
- Certified Local Government (CLG) & ordinance - **Complete**
- Implement new Land Use Code and feedback system - **Complete**
- IGA with County - **Complete**
- Develop business plan for airport – **Not Complete – Need financial pro forma**
- Develop policies for affordable housing and assisted living - **Keep**
- DDA planning - **Keep**

##### **Long-term (accomplish in years 3 – 5):**

- Set up and implement Land Use Code feedback system (2017) – **Move to short-term**
- Business attraction and retention program - **Keep**
- Implement marketing and branding strategies - **Keep**
- Strengthen EDC partnership – **Delete**
- Complete economic development strategy and vision - **New**
- Implement airport business plan - **Keep**
- Foster relationships with community partners (housing, broadband) – **Move to short-term**
- Beautification of downtown, effort throughout town: entrances and Main Street – **Keep but add this to short-term**
- Implement Comprehensive Plan recommendations - **Keep**
- Alternative housing solutions – **Move to short-term**

#### **Infrastructure**

**Short-term (accomplish in years 1 -2):**

- Road maintenance - **Keep**
- Create an infrastructure investment fund - **Complete**
- Storm water project downtown: Eddyline, City Market, Hwy 24 - **Keep**
- Sunset Vista IV park development - **Keep**
- Pave Gregg Drive trail - **Keep**
- Rodeo Road trail pavement- **Complete**
- Closure on Arizona Street – **Keep**
- Combined Ball Field project - **New**
- Community Center Park – **New**
- CMA with BLM implementation - **New**

**Long-term (accomplish in years 3 – 5):**

- Infill development - **Keep**
- Guidelines for policies that allow infrastructure for infill, affordable housing, and economic development – **Move to short-term**
- Gregg Drive trail - **Delete**
- Extend sidewalks down Hwy 24. – **Short-term**
- Replace water lines - **Keep**
- Improve streetscapes throughout town - **Keep**
- Trails development - **Keep**

**Community****Short-term (accomplish in years 1 -2):**

- Continue policy governance discussion - **Keep**
- Enhance relationships with school district - **Keep**
- Clarify charitable contributions guidelines - **Keep**
- Improve planning processes - **Keep**
- Improve heritage initiatives and identify funding – **Complete**
- Fire truck replacement - **New**

**Long-term (accomplish in years 3 -5):**

- Foster key community services (assisted living, transportation) - **Keep**
- Enhance communication with community partners - **Keep**
- Making town more user-friendly – **Move to short-term**
- Create a cultural identity - **Complete**
- Complete Trails Master Plan - **Complete**
- Succession planning at town - **Keep**

**Environment****Short-term (accomplish in years 1 -2):**

- Work with Tree Board to create tree planting policy - **Complete**
- Replace facility lighting with LEDs - **Keep**

- Banner poles – **Move to long-term**
- Short-term recreation facility planning – **Complete**

**Long-term (accomplish in years 3-5):**

- Bike and pedestrian-friendly routes – increase availability and safety of connected multimodal routes - **Keep**
- Brownfield remediation of landfill site - **Keep**
- Upgrades of Fire Department equipment and interagency coordination - **Keep**
- Implementation of recreation facility plan - **Delete**
- Discuss growth and annexation policies - **Keep**
- Plant more urban trees - **Keep**
- Support rodeo grounds planning - **Keep**

**Water**

**Short-term (accomplish in years 1-2):**

- Water tank construction - **Keep**
- Ivy League connection - **Complete**
- Codify policy for EQR to urban agriculture - **Keep**
- Conservation policy; xeriscape - **Complete**
- Tier water fee structure - **Keep**

**Long-term (accomplish in years 3-5):**

- Dedicate EQR for urban – **Delete**
- Operating agreement with Upper Ark – **Move to short-term**
- Moltz reservoir connection with Trout Creek - **Keep**
- ACA gravel pit storage - **Keep**
- Run accounting for remaining SFE - **Complete**
- Make water plant operational – **Move to short-term**

Town of Buena Vista  
 Summary of all Fund  
 January 1, 2017 through December 31, 2017

	Estimated Beginning Fund Balance as of 1/1/2017	2017 Revenue	2017 Expenditures	Revenue less Expenditures	Transfers	Revenue less Expenditures including Transfers	Ending Bal 12/31/2017	Revenue Subject to Reserve Restrictions	27% Reserves Plus Fund- specific Restricted Reserves	Uncommitted Infrastructure Projections	Projected Unrestricted Ending Fund Balance
General Fund	1,358,203	3,291,678	3,210,461	81,217	-431,461	-350,244	1,007,960	3,168,605	-950,581	0	57,378
Water Fund Operating	2,718,186	2,616,920	2,587,632	29,288		29,288	2,747,474	921,920	-953,971	0	1,793,503
Capital Imp Fund	1,375,833	1,441,983	2,663,208	-1,221,226	370,461	-850,765	525,067	411,886	-288,984	0	236,083
Conservation Trust Fund	90,793	29,230	13,677	15,553	-85,000	-69,447	21,346				21,346
Airport Fund	-3,556	970,517	1,112,468	-141,951	146,000	4,049	493	415,100	-112,077		-111,584
<b>Total</b>	<b>5,539,459</b>	<b>8,350,327</b>	<b>9,587,446</b>	<b>-1,237,119</b>	<b>0</b>	<b>-1,237,118</b>	<b>4,302,341</b>	<b>4,917,510</b>	<b>-2,305,614</b>	<b>0</b>	<b>1,996,727</b>

Budget Worksheet		Account Summary		
Town of Buena Vista				
For Fiscal: 2016 Period Ending: 08/31/2016				
		2016	2017	2017
		Total Budget	Draft Budget Ongoing Activity	Draft Budget One Time Activity
<b>Fund: 01 - General Fund</b>				
<b>Revenue</b>				
<b>Department: 100 - General Government Dept</b>				
01-100-3111	General Property Taxes	371,691.00	383,994.00	
01-100-3112	Delinquent Property Taxes	76.00	-	
01-100-3115	Interest on Delinquent Property ...	-	-	
01-100-3121	Specific Ownership Taxes	41,326.80	42,566.60	
01-100-3122	Motor Vehicle Registration Fee	14,680.00	15,120.40	
01-100-3130	Electricity Business Tax	28,785.80	28,785.80	
01-100-3131	Natural Gas Business Tax	16,033.00	16,033.00	
01-100-3132	Cable TV Business Tax	22,507.00	22,507.00	
01-100-3133	Telephone Business Tax	3,000.00	3,000.00	
01-100-3141	Town Sales Tax	1,387,960.00	1,429,598.80	
01-100-3142	County Sales Tax	892,236.00	919,003.08	
01-100-3149	Sales Tax Rebate	(30,866.00)	(46,024.98)	
01-100-3150	Highway Users Tax	112,538.00	125,685.46	
01-100-3151	Cigarette Tax	8,728.00	8,989.84	
01-100-3152	County Road & Bridge Tax	4,800.00	4,944.00	
01-100-3155	Mineral Severance Tax	29,210.00	30,086.30	
01-100-3411	Encroachment License	200.00	450.00	
01-100-3661	Ground Lease Town Property	40.00	40.00	
01-100-3701	Miscellaneous	287.00	-	
01-100-3705	Bad Check Fees	50.00	50.00	
01-100-3706	Service Fee	-	-	
01-100-3710	Sale of Surplus Equipment	-	-	
01-100-3711	REDI - Grant	-	-	27,500.00
01-100-3722	Rebates	1,364.00	1,364.00	
01-100-3725	Refund of Expenditures	-	-	
01-100-3745	EIAF - Colorado	-	-	
01-100-3749	Community donations	-	-	
01-100-3761	DOLA Grant	-	-	55,000.00
01-100-3770	Local Affairs - Energy Impact	-	-	7,000.00
01-100-3790	Interest on Deposits	3,304.52	2,478.39	
01-100-3792	Interest on Investments	-	-	
<b>Department: 100 - General Government Total:</b>		<b>2,907,951.12</b>	<b>2,988,671.69</b>	<b>89,500.00</b>
<b>Department: 120 - Town Clerk</b>				
01-120-3210	Liquor Licenses	11,219.00	11,000.00	
01-120-3211	Medical Marijuana Licenses	100.00	100.00	
01-120-3215	Business Licenses	10,859.00	10,000.00	
01-120-3216	Temporary Business License	2,300.00	-	
01-120-3217	Peddler's Permit	-	50.00	
01-120-3219	Special Event Permits	1,444.00	1,275.00	
01-120-3220	Dog Permits	-	800.00	
01-120-3221	Large Animal Permits	60.00	500.00	
01-120-3225	Street Closure & Parade Permits	600.00	600.00	
01-120-3310	Copy/Fax Fees	100.00	125.00	
01-120-3315	Notary Fees	488.00	600.00	Three notaries
<b>Department: 120 - Town Clerk Total:</b>		<b>27,170.00</b>	<b>25,050.00</b>	
<b>Department: 125 - Municipal Court</b>				
01-125-3501	Court Cost	5,973.00	5,973.00	Carry Forward all 2016 Revenues
01-125-3510	Fines & Forfeits	-	-	
01-125-3511	Traffic Fines	20,590.00	20,590.00	
01-125-3512	Victim's Assistance Fee	-	-	
01-125-3514	Dog Fines	425.00	425.00	
01-125-3517	Criminal Fines	2,887.00	2,887.00	
01-125-3519	Surcharge on Fines	5,287.00	7,000.00	
01-125-3520	Other Fines	1,300.00	1,300.00	
01-125-3521	UPS Fee Assessment	6.75	-	
01-125-3522	Portable Breath Test Fee	480.00	480.00	
01-125-3523	VIN Inspection Fees	2,040.00	2,400.00	
01-125-3525	Applicant Print Fee	-	-	
01-125-3526	Warrant Fee	200.00	200.00	
01-125-3530	Jury Fees	100.00	100.00	
01-125-3725	Combined Court payments	786.00	786.00	
<b>Department: 125 - Municipal Court Total:</b>		<b>40,074.75</b>	<b>42,141.00</b>	

		2016	Draft Budget	Draft Budget
		Total Budget	Ongoing Activity	One Time Activity
<b>Department: 210 - Police Department</b>				
01-210-3710	Sale of Surplus Equipment	1,000.00	-	
01-210-3725	Refund of Expenditures	-	-	
01-210-3741	Drug Offender Charges	143.18	150.00	
01-210-3750	Police Department Donations	588.72	500.00	
01-210-3763	Click IT or Ticket Grant	-	1,260.00	
01-210-3764	DUI Grant	-	3,675.00	
<b>Department: 210 - Police Department Total:</b>		<b>1,731.90</b>	<b>5,585.00</b>	<b>-</b>
<b>Department: 230 - Volunteer Fire Department</b>				
01-230-3723	State Contribution to Pension	10,800.00	10,800.00	
01-230-3742	Fire Department Donations	500.00	500.00	
<b>Department: 230 - Volunteer Fire Department Total:</b>		<b>11,300.00</b>	<b>11,300.00</b>	<b>-</b>
<b>Dept Category: 310 - Planning (Development)</b>				
01-310-3403	Fence Permits	260.00	300.00	
01-310-3404	Sign Permits	1,000.00	1,000.00	
01-310-3405	Off-Premise Sign Permits	-	30.00	
01-310-3407	Deposits	5,260.00	-	
01-310-3408	After the fact application	-	-	
01-310-3410	Special Use Permit Fee	958.00	500.00	
01-310-3412	Lot Line Adjustment Fee	600.00	1,200.00	
01-310-3413	Temporary Use Permit	1,550.00	1,500.00	
01-310-3417	Building Permit Fees	25,493.00	20,000.00	
01-310-3419	Development Appeal Fees	3,328.00	-	
01-310-3420	Zoning Variance Fee	2,044.00	500.00	
01-310-3425	PUD Application Fees	-	-	
01-310-3430	Minor Subdivision Application Fe...	2,500.00	2,500.00	
01-310-3432	Sketch Plan Major Subdivision A...	-	-	
01-310-3434	Final Plan Major Subdivision Fees	-	500.00	
01-310-3442	Subdivision Maintenance Fees	-	300.00	
01-310-3465	Town Planning Review Fees	3,512.00	24,000.00	
<b>Department: 310 - Planning (Development) Total:</b>		<b>112,051.00</b>	<b>52,330.00</b>	<b>-</b>
<b>Department: 320 - Community Center</b>				
01-320-3621	Shower Revenue	2,936.00	3,000.00	
01-320-3660	Community Center Rental Fee	4,400.00	4,400.00	
<b>Department: 320 - Community Center Total:</b>		<b>7,336.00</b>	<b>7,400.00</b>	<b>-</b>
<b>Department: 410 - Public Works</b>				
01-410-3416	Driveway Access Permit	240.00	300.00	
01-410-3441	Sidewalk-in Lieu Fees	1,000.00	100.00	
01-410-3623	Beautification Committee Reven...	1,250.00	1,250.00	
01-410-3675	Water Department Facility Lease	7,839.00	-	
<b>Department: 410 - Public Works Total:</b>		<b>10,329.00</b>	<b>1,650.00</b>	<b>-</b>
<b>Department: 415 - Street Maintenance</b>				
01-415-3415	Street Opening Permit	810.00	400.00	
<b>Department: 415 - Street Maintenance Total:</b>		<b>810.00</b>	<b>400.00</b>	<b>-</b>
<b>Department: 510 - Parks Department</b>				
01-510-3601	Park Use Permits	1,675.00	1,675.00	
01-510-3620	Launch Permit Fees	4,050.00	4,000.00	
01-510-3622	River Park Trail Donations	-	-	
01-510-3746	Dog Park - Park Facility Donations	-	-	
01-510-3748	Memorial Park Bench Donations	2,750.00	3,000.00	
01-510-3762	Grants for Trees	-	-	
<b>Department: 510 - Parks Department Total:</b>		<b>8,475.00</b>	<b>8,675.00</b>	<b>-</b>
<b>Department: 515 - Rodeo Grounds</b>				
01-515-3670	Sport Field permit fees	150.00	150.00	
01-515-3673	Rodeo Grounds Rentals	400.00	400.00	
<b>Department: 515 - Rodeo Grounds Total:</b>		<b>550.00</b>	<b>550.00</b>	<b>-</b>
<b>Department: 520 - Cemetery</b>				
01-520-3680	Sale of Cemetery Lots	6,095.00	6,075.00	
01-520-3681	Burial Permit Fees	300.00	300.00	
01-520-3683	Cemetery Maintenance Fee	1,050.00	1,050.00	
<b>Department: 520 - Cemetery Total:</b>		<b>7,445.00</b>	<b>7,425.00</b>	<b>-</b>
<b>Department: 550 - Recreation Department</b>				
01-550-3672	Rec Facility Rental Income	-	-	
01-550-3744	Recreation Department Donatio...	-	-	

		2016	Draft Budget	Draft Budget	
		Total Budget	Ongoing Activity	One Time Activity	
01-550-3901	Special Interest/Trip/Event	3,000.00	3,000.00		
01-550-3902	Outdoor Recreation	2,500.00	2,500.00		
01-550-3903	Fitness/Martial Arts	2,000.00	5,000.00		
01-550-3904	Sports/Athletics	17,500.00	17,500.00		
01-550-3905	Fine Arts	2,400.00	3,000.00		
01-550-3921	Softball Revenue	-	-		
01-550-3924	Tennis Revenue	-	-		
01-550-3925	Volleyball Revenue	-	-		
01-550-3929	Miscellaneous Sports Revenue	-	-		
01-550-3931	Monday Morning Art Revenue	-	-		
01-550-3932	Safe Route to School grant	-	-	20,000.00	Expenses In 01-510-4415 SRTS Bike grant
01-550-3936	Line Dancing Revenue	-	-		
01-550-3940	Dog Obedience Class Revenue	-	-		
01-550-3965	Event Revenue	-	-		
01-550-3972	Lake Placid Hockey Rink	2,000.00	-		
01-550-3980	McGinnes Gymnasium HSA	10,150.00	-		
01-550-3981	Recreation Advertising Revenue	325.00	-		
<b>Department: 550 - Recreation Department Total:</b>		<b>39,875.00</b>	<b>31,000.00</b>	<b>20,000.00</b>	<b>51,000.00</b>
<b>Revenue Total:</b>		<b>3,175,098.77</b>	<b>3,182,177.69</b>	<b>109,500.00</b>	<b>3,291,677.69</b>
<b>Expense</b>					
<b>Department: 110 - Mayor &amp; Board of Trustees</b>					
01-110-4101	Wages	13,200.00	13,200.00		
01-110-4110	FICA / Medicare	1,010.16	1,009.80		
01-110-4112	Unemployment Insurance	39.60	39.60		
01-110-4140	Workers Comp	-	458.00		
01-110-4280	Meeting Food Provided	250.00	300.00		
01-110-4290	Miscellaneous	-	-		
01-110-4410	Legal	29,741.27	28,300.00		
01-110-4414	IT Services	-	-		
01-110-4430	Printing Services	250.00	500.00		
01-110-4432	Memberships / Dues	2,595.00	2,804.00		
01-110-4480	Travel & Training Costs	2,080.18	3,000.00		
<b>Department: 110 - Mayor &amp; Board of Trustees Total:</b>		<b>49,166.21</b>	<b>49,611.40</b>	-	
<b>Department: 115 - Elections</b>					
01-115-4205	Postage	900.00	1,000.00		
01-115-4403	Publication of Public Notices	40.00	-		
01-115-4407	Election Judges	500.00	625.00		Two Elections - Special/DDA
01-115-4470	Election Forms / Supplies	2,600.00	3,250.00		Special Elections (Park/DDA)
01-115-4471	General Election Costs from Cou...	800.00	-		
<b>Department: 115 - Elections Total:</b>		<b>4,840.00</b>	<b>4,875.00</b>	-	
<b>Department: 120 - Town Clerk</b>					
01-120-4101	Wages	56,493.00	50,960.12		
01-120-4101	Disability Insurance	-	438.26		
01-120-4110	FICA / Medicare	4,322.00	3,898.45		
01-120-4112	Unemployment Insurance	172.00	37.00		
01-120-4114	Retirement Contributions - Gene...	1,695.00	678.48		
01-120-4116	Medical / Dental / Vision / Life In...	12,607.81	9,640.89		
01-120-4205	Postage	-	-		
01-120-4211	Office Supplies	645.00	800.00		Includes Dog License Supplies
01-120-4211	Meetings & Food	-	200.00		added for 2017
01-120-4402	Publication of Ordinances & Proc...	7,999.58	5,000.00		
01-120-4403	Publication of Public Notices	7,000.06	5,000.00		
01-120-4404	Recording Fees	500.00	1,000.00		Code Updates & Rewrites
01-120-4414	IT Services	-	-		
01-120-4416	Advertising / Public Relations	-	500.00		Dog License Mailers
01-120-4418	Background Check - Non Employ...	300.00	300.00		Liquor Backgrounds
01-120-4430	Printing Services	4,000.00	-		Suppliments & Copier Lease Copier Lease
01-120-4432	Memberships / Dues	295.00	330.00		183*12=2,196 Move to Town Hall Budget Account 01-140-4501
01-120-4480	Travel & Training Costs	2,000.00	4,000.00		CMCA/IIMC x2
01-120-4481	Restaurant Meals for Travel & M...	150.00	150.00		CMCA/IIMC Conference In Motreal & Melanie's
01-120-4510	Software costs	975.00	4,500.00		Adgenda/Minutes Program
01-120-4511	Computer Purchases & Parts	-	-		Suface Pro In IT Budget
<b>Department: 120 - Town Clerk Total:</b>		<b>99,154.45</b>	<b>87,433.20</b>	-	
<b>Department: 125 - Municipal Court</b>					
01-125-4101	Wages	38,054.00	37,123.60		
01-125-4101	Disability Insurance	-	204.64		
01-125-4110	FICA / Medicare	2,769.00	2,839.96		
01-125-4112	Unemployment Insurance	114.00	37.00		
01-125-4114	Retirement Contributions - Gene...	1,830.40	316.80		
01-125-4116	Medical / Dental / Vision / Life In...	4,021.06	4,533.18		

		2016	Draft Budget	Draft Budget	
		Total Budget	Ongoing Activity	One Time Activity	
01-125-4205	Postage	250.00	350.00		
01-125-4211	Office Supplies	125.00	125.00		
01-125-4408	Jury Fees	114.00	114.00		
01-125-4410	Legal	25,000.00	25,000.00		
01-125-4419	Process Server Fee	-	-		
<b>Department: 125 - Municipal Court Total:</b>		<b>72,277.46</b>	<b>70,644.17</b>	<b>-</b>	
<b>Department: 130 - Town Administrator</b>					
01-130-4101	Wages	126,461.00	117,916.98		
01-130-4101	Disability Insurance		1,014.09		
01-130-4110	FICA / Medicare	9,673.93	9,020.65		
01-130-4112	Unemployment Insurance	377.00	111.00		
01-130-4114	Retirement Contributions - Gene...	3,812.00	1,968.67		
01-130-4116	Medical / Dental / Vision / Life In...	25,621.00	32,510.39		
01-130-4140	Workers Compensation Insurance	55,898.00	-		Split among departments
01-130-4211	Office Supplies	2,500.00	1,000.00		
01-130-4213	Computer Supplies	1,200.14	-		
01-130-4231	Vehicle Gas	799.56	800.00		
01-130-4232	Vehicle Maintenance Supplies	40.00	100.00		
01-130-4250	Subscriptions	1,400.00	1,400.00		
01-130-4280	Meeting Food Provided	800.18	800.00		
01-130-4310	Web Site & Domain Maintenance	3,500.00	-		Moved \$4,000 to 01-160-4510
01-130-4346	Cell Phone Service	-	326.45		
01-130-4380	PC / Liability Insurance	60,999.72	-		Split between departments
01-130-4406	Public Outreach Communication	-	-		
01-130-4410	Legal	18,000.00	18,000.00		
01-130-4414	IT Services	-	-		
01-130-4415	Professional Fees for Outside Ser...	15,000.00		55,000.00	\$55K for EV Strategy Revenue 01-100-3711, \$15k CTO Revenue 01-100-3770 ( moved to wish list), \$35k Spoc to Create Revenue 01-100-3761 f moved to wish Marketing
01-130-4416	Advertising / Public Relations / I...	1,080.00	8,000.00		
01-130-4430	Printing Services	1,014.00	2,000.00		
01-130-4432	Memberships / Dues	150.00	4,000.00		
01-130-4433	Dispatch Services	-	-		
01-130-4480	Travel & Training Costs	6,000.00	7,500.00		
01-130-4481	Restaurant Meals for Travel & M...	500.00	500.00		
01-130-4510	Software costs	369.88	-		Moved \$1,200 to IT 01-160-4510
01-130-4511	Computer Purchases & Parts	2,100.00	-		
01-130-4512	Internet Service	7,000.00	-		Moved \$7,000 to IT 01-160-4414
<b>Department: 130 - Town Administrator Total:</b>		<b>344,296.41</b>	<b>206,968.23</b>	<b>55,000.00</b>	<b>261,968.23</b>
<b>Department: 135 - Financial Administrator</b>					
01-135-4101	Wages	108,941.00	51,407.64		
01-135-4101	Disability Insurance		442.11		
01-135-4110	FICA / Medicare	8,334.00	3,932.68		
01-135-4112	Unemployment Insurance	327.00	74.00		
01-135-4114	Retirement Contributions - Gene...	3,268.00	1,090.47		
01-135-4116	Medical / Dental / Vision / Life In...	29,738.00	27,467.27		
01-135-4205	Postage	2,600.32	2,652.00		
01-135-4211	Office Supplies	1,700.00	1,700.00		
01-135-4212	Personnel Supplies	64.98	-		
01-135-4213	Computer Supplies	2,154.30	-		
01-135-4280	Meeting Food Provided	210.00	214.00		
01-135-4290	Miscellaneous	-	-		
01-135-4410	Legal	450.00	450.00		
01-135-4411	Audit Fees	8,650.00	8,823.00		
01-135-4414	IT Services	1,683.40	-		
01-135-4415	Professional Fees for Outside Ser...	10,846.00	10,500.00		
01-135-4416	Advertising / Public Relations	1,400.00	1,400.00		
01-135-4430	Printing Services	240.00	240.00		
01-135-4432	Memberships / Dues	240.00	580.00		COCPA, GFOA, CGFOAx2
01-135-4460	County Treasurer's Fees	7,334.00	7,334.00		
01-135-4480	Travel & Training Costs	5,783.78	6,000.00		working on CPFO Credential Through GFOA
01-135-4481	Restaurant Meals for Travel & M...	250.00	300.00		
01-135-4510	Software costs	314.88	1,500.00		OpenGove Annual Fee
01-135-4511	Computer Purchases & Parts	1,000.00	1,000.00		
<b>Department: 135 - Financial Administrator Total:</b>		<b>195,529.66</b>	<b>127,107.17</b>	<b>-</b>	
<b>Department: 140 - Town Hall Operations</b>					
01-140-4101	Wages	1,965.00	-		
01-140-4110	FICA / Medicare	150.00	-		
01-140-4112	Unemployment Insurance	6.00	-		
01-140-4214	Cleaning Supplies	400.32	400.00		
01-140-4216	Operating Supplies	372.16	300.00		
01-140-4140	Workers Comp		2,595.00		

		2016	Draft Budget	Draft Budget	
		Total Budget	Ongoing Activity	One Time Activity	
01-140-4235	Maintenance Supplies	-	-		
01-140-4240	Building Maintenance Supplies	3,657.94	3,000.00		
01-140-4290	Miscellaneous	-	-		
01-140-4341	Electricity	1,910.54	2,622.87		
01-140-4342	Water	466.03	376.36		
01-140-4343	Sewer	855.00	964.08		
01-140-4344	Natural Gas / Propone	2,007.10	1,473.01		
01-140-4345	Telephone Service	3,607.40	5,175.24		
01-140-4346	Cell Phone Service	2,700.00	-		combined with telephone
01-140-4347	Trash Disposal	427.53	360.62		
01-140-4385	Liability Insurance	-	12,219.00		
01-140-4421	Equipment Repair Service	50.00	-		
01-140-4422	Office Equipment Repair Service	75.00	-		
01-140-4430	Printing Services	-	-		
01-140-4501	Equipment Rental	222.00	2,529.00		Includes Copler lease moved from Clerk budget add \$2,196 and postage meter lease @ 5333
01-140-4511	Computer Purchases & Parts	844.00	-		
01-140-4514	Other Office Equipment Purchase	600.00	600.00		
01-140-4532	Office Furniture Purchases	825.00	800.00		
01-140-4535	Light Equipment Purchases	2,000.00	2,000.00		
01-140-4560	Building Renovations<\$5000	7,600.00	12,000.00		1K Carpet, 1K Conference Room, 10K Paint
01-140-4570	Other Building Furnishings	-	-		
<b>Department: 140 - Town Hall Operations Total:</b>		<b>30,741.02</b>	<b>47,415.19</b>	<b>-</b>	
<b>Department: 150 - Public Support</b>					
	American Legion--Fireworks		2,000.00		
01-150-4342	Beautification Exmas Exp	16,900.00	-		
01-150-4548	Park Bench for Memorial Program		3,000.00		From Parks 01-510-4548
01-150-4902	Beautification Committee Expen...	6,115.00	11,050.00		
01-150-4903	Trails Committee	3,266.00	3,300.00		
01-150-4904	Chaffee County Shuttle Contribut...	-	-		
01-150-4905	Boyscout Operation Flagpole	920.00	920.00		
01-150-4906	Tree Advisory Board Expenses	4,000.00	2,000.00		from parks 01-510-4906
01-150-4907	CC Vetrans Disability Van	1,000.00	-		
01-150-4908	Main Street Grant	5,000.00	5,000.00		
01-150-4910	Support to Community Based Or...	20,000.00	17,614.51		
01-150-4911	Economic Development Investm...	8,172.00	5,000.00		
	Economic Development Commission		5,000.00		
01-150-4915	Adopt-A-Tree Program	3,775.22	5,000.00		
01-150-4916	Grant Match Commitments	-	-	40,000.00	\$40,000 Broadband Study moved from IT 01-160-4415 Revenue \$20k 01-100-3761 To also include Trash
01-150-4920	Chamber Building Water	212.34	300.00		
01-150-4921	Chamber Building Maintenance	50.00	-		
01-150-4912	Recycle Stations	3,000.00	3,000.00		Move to Parks
01-150-4924	Wireless Network	6,000.00	6,000.00		Carryover \$6,000
01-150-4930	Public Parking Lease	250.00	250.00		
01-150-4931	Town Clean-up Day Costs	582.43	1,000.00		
01-150-4990	Transfer to Capital Improvement...	250,000.00	285,461.00		
01-150-4991	Transfer to Airport Fund	321,000.00	146,000.00		
<b>Department: 150 - Public Support Total:</b>		<b>650,242.99</b>	<b>499,895.51</b>	<b>40,000.00</b>	<b>539,895.51</b>
<b>Department: 160 - Information Technology</b>					
01-160-4101	Wages	52,000.00	27,040.00		
01-160-4101	Disability Insurance		232.54		
01-160-4110	FICA / Medicare	3,978.00	2,068.56		
01-160-4112	Unemployment Insurance	156.00	37.00		
01-160-4114	Retirement Contributions - Gene...	1,560.00	720.00		
01-160-4345	Telephone		618.00		
01-160-4415	Professional Fees for Outside Services		3,500.00		Moved \$40,000 Broadband Study to 01-150-4916
01-160-4116	Medical / Dental / Vision / Life In...	12,867.00	13,525.23		
01-160-4414	IT Services	5,000.00	12,130.00		
01-160-4510	Software		14,200.00		Town-Wide Software Annual Fees and Maintenance Contracts
01-160-4511	Computer Purchases & Parts	9,300.00	22,900.00		Administrator \$1,800, Clerk \$2,000, Recreation \$1,800, Police \$8,200, Planning \$1,800, PW \$3,400, Fire \$1,800. BVTY \$2,100
01-160-4540	Tools & Equipment		8,000.00		
<b>Department: 160 - Information Technology Total:</b>		<b>84,861.00</b>	<b>104,971.33</b>	<b>-</b>	
<b>Department: 210 - Police Department</b>					
01-210-4101	Wages	546,330.00	522,928.45		
01-210-4101	Disability Insurance		3,980.75		
01-210-4110	FICA / Medicare	13,976.00	2,987.00		
01-210-4112	Unemployment Insurance	1,639.00	444.00		
01-210-4114	Retirement Contributions - Gene...	1,830.00	519.84		
01-210-4116	Medical / Dental / Vision / Life In...	105,618.31	108,767.67		
01-210-4117	Police Retirement Contribution	37,639.00	39,930.66		

		2016	Draft Budget	Draft Budget	
		Total Budget	Ongoing Activity	One Time Activity	
01-210-4140	Workers Comp		22,989.00		
01-210-4160	Pre-Employment Screening / Test...	555.00	555.00		
01-210-4205	Postage	400.00	400.00		
01-210-4211	Office Supplies	1,928.01	2,000.00		
01-210-4213	Computer Supplies	3,200.00	3,200.00		
01-210-4216	Operating Supplies	1,500.00	1,500.00		
01-210-4231	Vehicle Gas	24,067.00	24,000.00		
01-210-4232	Vehicle Maintenance Supplies	12,039.30	12,000.00		
01-210-4233	Equipment Maintenance Supplies	-	-		
01-210-4250	Subscriptions	354.00	354.00		
01-210-4255	Animal Control	800.00	-		
01-210-4260	Drug Investigation Supplies	400.00	-		
01-210-4261	Investigation Supplies	2,000.00	3,625.00		VSA Equipment
01-210-4262	Crime Prevention Supplies	-	300.00		
01-210-4265	Safety Precautions	500.00	500.00		
01-210-4266	Firearm Supplies	4,400.00	4,400.00		
01-210-4275	Uniform / Work Wear	5,700.00	5,700.00		Body Camera parts
01-210-4280	Meeting Food Provided	750.00	750.00		
01-210-4290	Miscellaneous	200.00	200.00		
01-210-4341	Electricity	6,072.59	5,817.68		
01-210-4342	Water	787.11	785.53		
01-210-4343	Sewer	922.40	1,060.49		
01-210-4344	Natural Gas / Propone	1,421.78	922.88		
01-210-4345	Telephone Service	1,894.56	6,334.43		
01-210-4346	Cell Phone Service	3,091.66	-		Combined with Telephone
01-210-4347	Trash Disposal	832.00	1,013.56		
01-210-4385	Liability Insurance	30.00	18,970.00		
01-210-4405	Shipping Fees	103.66	250.00		
01-210-4406	Public Outreach Communication	-	-		
01-210-4410	Legal	3,365.00	4,000.00		
01-210-4414	IT Services	-	-		
01-210-4415	Professional Fees for Outside Ser...	500.00	500.00		
01-210-4416	Advertising / Public Relations	328.00	500.00		
01-210-4420	Vehicle Maintenance from outsi...	600.00	600.00		
01-210-4421	Equipment Repair Service	1,499.92	1,400.00		Radio Repairs
01-210-4422	Office Equipment Repair Service	-	-		
01-210-4427	Maintenance Services Provided	200.00	200.00		
01-210-4430	Printing Services	2,869.37	1,900.00		
01-210-4432	Memberships / Dues	910.00	910.00		
01-210-4435	Building Rent	33,508.00	33,508.32		
01-210-4450	Prisoner Custody Service	1,050.00	1,500.00		
01-210-4451	Prisoner Medical Treatment	5,500.00	5,500.00		
01-210-4452	DUI / Blood / UA Tests	1,800.00	1,800.00		
01-210-4480	Travel & Training Costs	3,699.78	3,700.00		VSA Training
01-210-4481	Restaurant Meals for Travel & M...	1,357.00	1,000.00		
01-210-4510	Software costs	5,699.84	7,640.00		Add Leads on Lin/Accurint
01-210-4511	Computer Purchases & Parts	4,500.00	-		Move to IT Department
01-210-4512	Internet Service	217.94	200.00		
01-210-4514	Other Office Equipment Purchase	-	-		
01-210-4530	Communications Equipment Pur...	-	-		Lazer Gun (moved to wish list)
01-210-4532	Office Furniture Purchases	-	-		
01-210-4535	Light Equipment Purchases	800.00	839.00		
01-210-4570	Other Building Furnishings	500.00	500.00		
<b>Department: 210 - Police Department Total:</b>		<b>849,886.23</b>	<b>863,383.26</b>	<b>-</b>	

		2016 Total Budget	Draft Budget Ongoing Activity	Draft Budget One Time Activity	
<b>Department: 220 - Public Safety Complex</b>					
01-220-4101	Wages	1,179.00	-		
01-220-4110	FICA / Medicare	90.00	-		
01-220-4112	Unemployment Insurance	4.00	-		
01-220-4214	Cleaning Supplies	437.00	500.00		
01-220-4235	Maintenance Supplies	255.00	250.00		
01-220-4240	Building Maintenance Supplies	3,062.00	3,000.00		
01-220-4341	Electricity	2,489.22	2,352.73		
01-220-4342	Water	1,291.78	1,333.49		
01-220-4343	Sewer	858.00	964.08		
01-220-4344	Natural Gas / Propone	3,842.58	2,525.30		
01-220-4345	Telephone Service	5,027.28	5,375.14		
01-220-4347	Trash Disposal	794.00	699.29		
01-220-4426	Building Maintenance Services	1,067.00	2,000.00		
01-220-4560	Building Renovations<\$5000	500.00	4,000.00		Paint & Signs
<b>Department: 220 - Public Safety Complex Total:</b>		<b>20,896.86</b>	<b>23,000.02</b>	<b>-</b>	
<b>Department: 230 - Volunteer Fire Department</b>					
01-230-4101	Wages	91,097.00	117,316.54		
01-230-4101	Disability Insurance		935.90		
01-230-4110	FICA / Medicare	6,969.00	8,974.72		
01-230-4112	Unemployment Insurance	273.00	185.00		
01-230-4114	Retirement Contributions - Gene...	-	1,774.25		
01-230-4116	Medical / Dental / Vision / Life In...	26,455.00	27,604.77		
01-230-4118	Fire Penison Contribution	24,360.00	22,800.00		From Town \$12,000 From State \$10,800
01-230-4140	Workers Comp		3,367.00		
01-230-4180	Volunteer Stipend		5,000.00		placeholder
01-230-4205	Postage	120.00	120.00		
01-230-4210	Medical Supplies	5,000.00	5,000.00		First Aid Kits, Mannqlin, AED Grant
01-230-4211	Office Supplies	446.00	450.00		
01-230-4213	Computer Supplies	300.00	300.00		
01-230-4216	Operating Supplies	490.00	500.00		
01-230-4231	Vehicle Gas	2,800.00	2,800.00		
01-230-4232	Vehicle Maintenance Supplies	4,900.00	4,900.00		
01-230-4233	Equipment Maintenance Supplies	1,599.74	2,000.00		
01-230-4264	Fire Prevention Supplies	1,600.00	2,500.00		
01-230-4265	Safety Precautions	4,200.00	5,000.00		
01-230-4275	Uniform / Work Wear	5,000.00	10,000.00		Turnout Gear, Gloves, Boots(NFPA), Station Wear
01-230-4280	Meeting Food Provided	1,122.26	1,160.00		
01-230-4346	Cell Phone Service	612.24	818.03		
01-230-4385	Liability Insurance		6,968.00		
01-230-4410	Legal	500.00	500.00		
01-230-4413	Chaffee Fire Authority	15,000.00	-		
01-230-4414	IT Services	150.00	-		
01-230-4415	Professional Fees for Outside Ser...	-	15,000.00		Fire Inspections
01-230-4416	Advertising / Public Relations	150.00	200.00		
01-230-4421	Equipment Repair Service	-	3,000.00		
01-230-4427	Maintenance Services Provided	2,040.00	7,000.00		Testing of: Ladders, Pumps, SCBA, AED, Gas Detector
01-230-4430	Printing Services	600.00	600.00		
01-230-4432	Memberships / Dues	2,652.00	2,600.00		NVFC, CSFFA, NFPS, ESPOIC
01-230-4480	Travel & Training Costs	6,630.04	7,000.00		FFI, PIO ARFF. Recerts CPR/First Aid
01-230-4481	Restaurant Meals for Travel & M...	510.00	1,000.00		
01-230-4510	Software costs	1,000.00	3,000.00		
01-230-4511	Computer Purchases & Parts	-	-		
01-230-4512	Internet Service	-	-		
01-230-4530	Communications Equipment Pur...	4,186.00	-		Possible purchase new radio 700. New pagers 6K
01-230-4535	Light Equipment Purchases	2,091.00	9,000.00		Hoses, Lighting, Stop Signs
01-230-4540	Tools>\$500<\$5000	6,126.00	7,000.00		RIT Kits, Life Lines
<b>Department: 230 - Volunteer Fire Department Total:</b>		<b>218,979.28</b>	<b>286,374.21</b>	<b>-</b>	
<b>Department: 310 - Planning (Development)</b>					
01-310-4101	Wages	182,432.00	176,279.98		
01-310-4101	Disability Insurance		1,516.01		
01-310-4110	FICA / Medicare	13,956.43	13,485.42		
01-310-4112	Unemployment Insurance	544.58	148.00		
01-310-4114	Retirement Contributions - Gene...	7,077.40	3,110.66		
01-310-4116	Medical / Dental / Vision / Life In...	23,553.00	40,272.03		
01-310-4211	Office Supplies	1,500.00	1,500.00		
01-310-4213	Computer Supplies	500.20	500.00		
01-310-4231	Vehicle Gas	-	100.00		
01-310-4250	Subscriptions	150.00	150.00		
01-310-4275	Uniform / Work Wear	-	600.00		For Alex
01-310-4280	Meeting Food Provided	1,500.00	1,500.00		For Board Events

		2016	Draft Budget	Draft Budget	
		Total Budget	Ongoing Activity	One Time Activity	
01-310-4345	Telephone Service	-	-		
01-310-4346	Cell Phone Service	-	-		
01-310-4403	Publication of Public Notices	-	500.00		
01-310-4410	Legal	20,000.00	30,000.00		Expect busler year
01-310-4414	IT Services	-	-		
01-310-4415	Professional Fees for Outside Ser...	60,750.00	10,000.00		
01-310-4416	Advertising / Public Relations	747.00	2,000.00		
01-310-4425	Code Enforcement Supplies	1,500.00	1,500.00		Odor Detector (moved to wish list), CE
01-310-4430	Printing Services	1,500.00	1,500.00		
01-310-4432	Memberships / Dues	1,300.00	1,600.00		W Code Enforcement
01-310-4480	Travel & Training Costs	3,499.65	3,500.00		W Code Enforcement
01-310-4481	Restaurant Meals for Travel & M...	1,600.00	1,000.00		
01-310-4510	Software costs	1,200.00	1,500.00		\$8k for Meritage (moved to wish list)
01-310-4511	Computer Purchases & Parts	1,200.00	-		Move to IT
01-310-4901	Planning Commission Expense	999.68	2,500.00		Split for P&Z and Historic Pres Comm.
01-310-4907	Trails Committee Expenses	3,266.00	-		
<b>Department: 310 - Planning (Development) Total:</b>		<b>348,775.94</b>	<b>294,762.09</b>	<b>-</b>	

		2016 Total Budget	Draft Budget Ongoing Activity	Draft Budget One Time Activity	
<b>Department: 320 - Community Center</b>					
01-320-4101	Wages	10,220.00	-		
01-320-4110	FICA / Medicare	782.02	-		
01-320-4112	Unemployment Insurance	30.74	-		
01-320-4235	Maintenance Supplies	650.00	-		
01-320-4240	Building Maintenance Supplies	4,000.00	4,000.00		
01-320-4341	Electricity	5,000.00	5,000.00		
01-320-4342	Water	2,500.00	2,355.15		
01-320-4343	Sewer	430.00	811.64		
01-320-4344	Natural Gas / Propone	3,966.74	2,532.66		
01-320-4347	Trash Disposal	1,446.00	1,213.88		
01-320-4385	Liability Insurance		5,158.00		
01-320-4414	IT Services	-	-		
01-320-4511	Computer Purchases & Parts	1,874.63	-		
01-320-4532	Office Furniture Purchases	-	1,000.00		
01-320-4560	Building Renovations<\$5000	2,000.00	2,000.00		
<b>Department: 320 - Community Center Total:</b>		<b>32,900.13</b>	<b>24,071.32</b>	-	
<b>Department: 330 - BVTV - Public Access Television</b>					
01-330-4101	Wages	3,000.00	-		
01-330-4110	FICA / Medicare	-	-		
01-330-4112	Unemployment Insurance	-	-		
01-330-4211	Office Supplies	-	-		
01-330-4213	Computer Supplies	485.11	200.00		
01-330-4414	IT Services	-	2,000.00		
01-330-4416	Intern / Public Relations	-	3,000.00		Not a W-2 Employee
01-330-4510	Software costs	250.00	1,000.00		
01-330-4535	Light Equipment Purchases	852.15	400.00		
<b>Department: 330 - BVTV - Public Access Television Total:</b>		<b>4,587.26</b>	<b>6,600.00</b>	-	
<b>Department: 410 - Public Works</b>					
01-410-4101	Wages	182,419.00	188,888.01		
01-410-4101	Disability Insurance		1,613.38		
01-410-4110	FICA / Medicare	13,955.00	14,449.93		
01-410-4112	Unemployment Insurance	547.00	259.00		
01-410-4114	Retirement Contributions - Gene...	5,364.00	2,437.26		
01-410-4116	Medical / Dental / Vision / Life In...	42,353.75	61,073.19		
01-410-4140	Workers Comp		6,892.00		
01-410-4150	Employee Drug Testing	470.00	500.00		
01-410-4205	Postage	-	-		
01-410-4210	Medical Supplies	100.00	400.00		
01-410-4211	Office Supplies	300.00	300.00		
01-410-4213	Computer Supplies	-	-		
01-410-4214	Cleaning Supplies	275.00	400.00		
01-410-4216	Operating Supplies	2,000.00	1,500.00		
01-410-4231	Vehicle Gas	8,000.00	5,000.00		
01-410-4232	Vehicle Maintenance Supplies	2,000.00	2,000.00		
01-410-4233	Equipment Maintenance Supplies	6,000.00	5,000.00		
01-410-4234	Equipment Gas & Oil	2,000.00	2,000.00		
01-410-4235	Maintenance Supplies	400.00	400.00		
01-410-4240	Building Maintenance Supplies	800.00	500.00		
01-410-4271	Small Tool Purchases	1,000.00	1,000.00		
01-410-4272	Sign Maintenance Supplies	200.00	500.00		
01-410-4275	Uniform / Work Wear	1,000.00	1,200.00		t-shirts added
01-410-4280	Meeting Food Provided	200.00	200.00		
01-410-4340	Street Lighting	57,000.00	61,631.93		
01-410-4341	Electricity	5,500.00	6,171.87		
01-410-4342	Water	500.00	575.72		
01-410-4343	Sewer	530.00	482.04		
01-410-4344	Natural Gas / Propone	6,000.00	3,848.92		
01-410-4345	Telephone Service	2,300.48	5,624.32		
01-410-4346	Cell Phone Service	408.16	-		Combined with Telephone
01-410-4347	Trash Disposal	2,600.00	2,704.02		
01-410-4385	Liability Insurance		11,625.00		
01-410-4410	Legal	2,000.00	2,000.00		
01-410-4412	Engineering Fees	5,000.00	1,000.00		
01-410-4414	IT Services	-	-		
01-410-4416	Advertising / Public Relations	150.00	150.00		
01-410-4420	Vehicle Maintenance from outsi...	100.00	1,000.00		
01-410-4421	Equipment Repair Service	200.00	500.00		
01-410-4427	Maintenance Services Provided	2,000.00	2,000.00		
01-410-4430	Printing Services	899.72	900.00		
01-410-4432	Memberships / Dues	200.00	800.00		CDL Recertifications

		2016	Draft Budget	Draft Budget	
		Total Budget	Ongoing Activity	One Time Activity	
01-410-4480	Travel & Training Costs	2,000.20	2,000.00		
01-410-4481	Restaurant Meals for Travel & M...	200.00	200.00		
01-410-4501	Equipment Rental	250.00	1,180.00		Add new storage rent \$65*12=780
01-410-4510	Software costs	1,500.00	750.00		1/2 of work order software carryforward
01-410-4511	Computer Purchases & Parts	2,000.00	-		Move to IT
01-410-4512	Internet Service	550.00	550.00		
01-410-4514	Other Office Equipment Purchase	200.18	200.00		
01-410-4532	Office Furniture Purchases	1,200.00	800.00		
01-410-4535	Light Equipment Purchases	2,000.00	2,000.00		
01-410-4540	Tools>\$500<\$5000	1,000.00	500.00		
01-410-4541	Sign Purchases	1,000.00	1,000.00		
01-410-4560	Building Renovations<\$5000	-	-		
<b>Department: 410 - Public Works Total:</b>		<b>366,672.49</b>	<b>406,706.60</b>	<b>-</b>	
<b>Department: 415 - Street Maintenance</b>					
01-415-4140	Workers Comp		7,166.00		
01-415-4385	Liability Insurance		4,418.00		
01-415-4570	Street Maintenance	11,222.00	11,200.00		
<b>Department: 415 - Street Maintenance Total:</b>		<b>11,222.00</b>	<b>22,784.00</b>	<b>-</b>	
<b>Department: 510 - Parks Department</b>					
01-510-4101	Wages	85,652.00	75,018.32		
01-510-4101	Disability Insurance		385.09		
01-510-4110	FICA / Medicare	6,495.00	5,738.90		
01-510-4112	Unemployment Insurance	255.00	129.50		
01-510-4114	Retirement Contributions - Gene...	1,666.00	573.12		
01-510-4116	Medical / Dental / Vision / Life In...	11,204.33	12,820.29		
01-510-4140	Workers Comp		5,220.00		
01-510-4211	Office Supplies	200.00	1,200.00		\$1,000 from 01-515-4235
01-510-4214	Cleaning Supplies	500.00	1,700.00		
01-510-4216	Operating Supplies	1,700.00	1,700.00		
01-510-4231	Vehicle Gas	4,000.00	3,000.00		
01-510-4232	Vehicle Maintenance Supplies	1,500.00	1,500.00		
01-510-4233	Equipment Maintenance Supplies	1,500.00	1,500.00		
01-510-4234	Equipment Gas & Oil	300.00	1,000.00		
01-510-4240	Building Maintenance Supplies	1,000.00	1,000.00		
01-510-4242	Park Maintenance Supplies	8,000.00	13,000.00		moved \$5,000 from 01-550-4566
01-510-4243	Ballfield Maintenance Supplies	600.00	500.00		
01-510-4245	Trees & Shurbs for Parks	-	-		
01-510-4246	Plants for Parks	1,000.00	1,000.00		
01-510-4247	Fertilizers / Top Soil	12,000.00	15,000.00		
01-510-4248	Sprinkler System Supplies	2,000.00	2,000.00		
01-510-4249	Supplies for Trails	1,000.00	1,000.00		
01-510-4275	Uniform / Work Wear	500.00	600.00		T-Shirts
01-510-4290	Miscellaneous	-	-		
01-510-4341	Electricity	7,000.00	9,438.64		
01-510-4342	Water	11,000.00	11,868.38		
01-510-4343	Sewer	3,300.00	7,233.28		
01-510-4347	Trash Disposal	4,000.00	3,055.48		
01-510-4385	Liability Insurance		3,419.00		
01-510-4410	Legal	1,500.00	1,500.00		
01-510-4415	Professional Fees for Outside Ser...	1,000.00	6,500.00	20,000.00	20K for Safe routes to school Bike Grant Revenue in 01-550-3932
01-510-4416	Advertising / Public Relations	100.00	100.00		
01-510-4420	Vehicle Maintenance from outsi...	100.00	100.00		
01-510-4421	Equipment Repair Service	800.00	500.00		
01-510-4423	Tree Pruning	18,000.00	18,000.00		
01-510-4427	Maintenance Services Provided	5,000.00	2,000.00		
01-510-4428	Trail Maintenance Services	4,500.00	4,500.00		SWCC
01-510-4430	Printing Services	100.00	100.00		
01-510-4432	Memberships / Dues	200.00	400.00		Noxious Weed Cert
01-510-4480	Travel & Training Costs	750.00	750.00		
01-510-4501	Equipment Rental	500.00	500.00		
01-510-4535	Light Equipment Purchases	100.00	100.00		
01-510-4541	Sign Purchases	200.00	500.00		
01-510-4547	Picnic Tables	5,800.00	-		
01-510-4548	Park Bench for Memorial Program	1,500.00	-		moved \$3,000 to 01-150-4548
01-510-4566	Park Facility Upgrades <\$5000	1,000.00	1,500.00		Playground Equipment
01-510-4906	Tree Board Expenses	1,300.00	-		moved \$2,000 to 01-150-4906
<b>Department: 510 - Parks Department Total:</b>		<b>208,822.33</b>	<b>217,650.01</b>	<b>20,000.00</b>	<b>237,650.01</b>
<b>Department: 515 - Rodeo Grounds</b>					
01-515-4235	Maintenance Supplies	570.34	-		moved \$1,000 to 01-510-4211
01-515-4240	Building Maintenance Supplies	200.00			

		2016 Total Budget	Draft Budget Ongoing Activity	Draft Budget One Time Activity	
01-515-4341	Electricity	1,100.00	-		In Parks
01-515-4343	Sewer	330.00	-		
<b>Department: 515 - Rodeo Grounds Total:</b>		<b>2,200.34</b>	<b>-</b>	<b>-</b>	
<b>Department: 520 - Cemetery</b>					
01-520-4101	Wages	6,541.00	5,148.00		
01-520-4110	FICA / Medicare	500.00	393.82		
01-520-4112	Unemployment Insurance	20.00	18.50		
01-520-4114	Retirement Contributions - Gene...	63.00	-		
01-520-4140	Workers Comp		619.00		
01-520-4211	Office Supplies	-	-		
01-520-4216	Operating Supplies	200.00	250.00		
01-520-4231	Vehicle Gas	150.20	150.00		
01-520-4233	Equipment Maintenance Supplies	100.00	100.00		
01-520-4235	Maintenance Supplies	200.00	250.00		
01-520-4341	Electricity	220.00	210.06		
01-520-4342	Water	1,500.00	1,252.02		
01-520-4343	Sewer	350.00	329.60		
01-520-4347	Trash Disposal	420.00	-		
01-520-4404	Recording Fees	470.00	470.00		
<b>Department: 520 - Cemetery Total:</b>		<b>10,734.20</b>	<b>9,191.00</b>	<b>-</b>	
<b>Department: 550 - Recreation Department</b>					
01-550-4101	Wages	105,499.20	84,758.04		
01-550-4101	Disability Insurance		608.11		
01-550-4110	FICA / Medicare	8,071.18	6,483.99		
01-550-4112	Unemployment Insurance	310.85	129.50		
01-550-4114	Retirement Contributions - Gene...	2,894.99	941.40		
01-550-4116	Medical / Dental / Vision / Life In...	25,000.00	25,672.71		
01-550-4205	Postage	-	1,000.00		
01-550-4211	Office Supplies	650.00	650.00		
01-550-4213	Computer Supplies	-	-		
01-550-4216	Operating Supplies	250.00	250.00		
01-550-4231	Vehicle Gas	500.00	500.00		
01-550-4341	Electricity	2,000.00	2,013.91		
01-550-4342	Water	650.00	1,272.57		
01-550-4344	Natural Gas / Propone	-	-		
01-550-4345	Telephone Service	-	79.11		
01-550-4346	Cell Phone Service	-	-		Combined with Telephone
01-550-4385	Liability Insurance		919.00		
01-550-4401	Contract Labor	2,569.60	8,000.00		
01-550-4410	Legal	1,500.00	1,500.00		
01-550-4414	IT Services	-	-		
01-550-4415	Professional Fees for Outside Ser...	-	-	7,000.00	7K\$ Heal Cities Grant Funds rec'd in 2016, 01-100-
01-550-4416	Advertising / Public Relations	4,000.00	4,000.00		
01-550-4417	Scholarship	-	-		
01-550-4430	Printing Services	500.00	1,500.00		
01-550-4432	Memberships / Dues	200.00	1,000.00		
01-550-4480	Travel & Training Costs	2,000.00	2,000.00		
01-550-4510	Software costs	-	-		
01-550-4511	Computer Purchases & Parts	1,700.00	-		Move to IT
01-550-4566	Park Facility Upgrades <\$5000	5,000.00	-		moved \$5,000 to Parks 01-510-4242
01-550-4701	Special Interest/Trip/Event	3,000.00	8,000.00		
01-550-4702	Outdoor Recreation	1,500.00	2,000.00		
01-550-4703	Fitness/Martial Arts	200.00	200.00		
01-550-4704	Sports/Athletics	8,500.00	12,500.00		
01-550-4705	Fine Arts	500.00	500.00		
<b>Department: 550 - Recreation Department Total:</b>		<b>187,145.82</b>	<b>166,478.34</b>	<b>7,000.00</b>	<b>173,478.34</b>
<b>Expense Total:</b>		<b>3,793,932.08</b>	<b>3,519,922.06</b>	<b>122,000.00</b>	<b>3,641,922.06</b>
<b>Fund: 01 - General Fund Surplus (Deficit):</b>		<b>(618,833.31)</b>	<b>(337,744.37)</b>	<b>(12,500.00)</b>	<b>(350,244.37)</b>

		2016	Draft Budget	Draft Budget	
		Total Budget	Ongoing Activity	One Time Activity	
<b>Fund: 02 - Water Enterprise Fund</b>					
<b>Revenue</b>					
<b>Department: 710 - Water Distribution Operations</b>					
02-710-3235	Water Supply permit	700.00	700.00		
02-710-3330	Water Sales - General Customers	760,144.00	770,000.00		
02-710-3331	Water Sales Town	20,937.31	20,000.00		
02-710-3332	Water Sales Others	1,584.44	4,330.00		
02-710-3335	Late Payment Penalty	11,232.00	11,300.00		
02-710-3340	Sale of Meters, Accessories, Frei...	8,629.53	10,000.00		
02-710-3662	Property lease income	-	-		
02-710-3701	Miscellaneous	3,714.00	-	195,000.00	Community Development Block Grant Expenses in 02-730-4828
02-710-3705	Bad Check Fees	155.00	190.00		
02-710-3790	Interest on Deposits	1,835.55	2,100.00		
<b>Department: 710 - Water Distribution Operations Total:</b>		<b>808,931.83</b>	<b>818,620.00</b>	<b>195,000.00</b>	<b>1,013,620.00</b>
<b>Department: 715 - Treatment Plant Operations</b>					
02-715-3342	Hay Sale Proceeds	-	-	-	
<b>Department: 715 - Treatment Plant Operations Total:</b>		<b>-</b>	<b>-</b>	<b>-</b>	
<b>Department: 730 - System Development Capital Improvement</b>					
02-730-3610	System Development Fees	100,678.00	100,600.00		
02-730-3615	Cash-in-lieu of Water Rights	-	-		
02-730-3791	System Development Interest In...	2,717.00	2,700.00		
02-730-3793	Debt	800,000.00	-	1,500,000.00	Water tank expense 02-730-4549
<b>Department: 730 - System Development Capital Improvement</b>		<b>903,395.00</b>	<b>103,300.00</b>	<b>1,500,000.00</b>	<b>1,603,300.00</b>
<b>Revenue Total:</b>		<b>1,712,326.83</b>	<b>921,920.00</b>	<b>1,695,000.00</b>	<b>2,616,920.00</b>

		2016 Total Budget	Draft Budget Ongoing Activity	Draft Budget One Time Activity	
<b>Expense</b>					
<b>Department: 710 - Water Distribution Operations</b>					
02-710-4101	Wages	199,624.80	266,671.12		
02-710-4101	Disability Insurance		2,293.37		
02-710-4110	FICA / Medicare	14,821.50	20,400.34		
02-710-4112	Unemployment Insurance	581.00	240.50		
02-710-4114	Retirement Contributions - Gene...	5,806.00	3,268.72		
02-710-4115	Earned Leave Time Accrued	187.85			
02-710-4116	Medical / Dental / Vision / Life In...	51,791.35	49,443.82		
02-710-4140	Workers Compensation Insurance	173.84	6,693.00		
02-710-4205	Postage	8,000.00	8,000.00		
02-710-4211	Office Supplies	2,000.00	2,000.00		
02-710-4216	Operating Supplies	1,500.00	1,000.00		
02-710-4220	Licenses & Permits	500.00	500.00		
02-710-4231	Vehicle Gas	6,800.00	5,000.00		
02-710-4232	Vehicle Maintenance Supplies	1,500.00	1,500.00		
02-710-4233	Equipment Maintenance Supplies	1,000.00	1,000.00		
02-710-4234	Equipment Gas & Oil	250.00	250.00		
02-710-4236	Meters, Material, & Frt	2,500.00	10,000.00		Includes customer invoiced parts
02-710-4237	Office Equipment Maint Supplies	100.00	100.00		
02-710-4271	Small Tool Purchases	250.00	250.00		
02-710-4275	Uniform / Work Wear	700.00	900.00		T-Shirts
02-710-4280	Meeting Food Provided	50.00	50.00		
02-710-4290	Miscellaneous	-	500.00		Moved \$200 from 07-720-4290
02-710-4345	Telephone Service	-	2,013.04		
02-710-4346	Cell Phone Service	2,100.00	-		Combined with Telephonw
02-710-4380	PC / Liability Insurance	10,600.00	5,733.00		
02-710-4403	Publication of Public Notices	400.00	400.00		
02-710-4410	Legal	25,000.00	25,000.00		
02-710-4411	Audit Fees	4,700.00	4,700.00		
02-710-4412	Engineering Fees	35,000.00	35,000.00		
02-710-4414	IT Services	-	-		
02-710-4415	Professional Fees for Outside Ser...	6,000.00	10,500.00		
02-710-4416	Advertising / Public Relations	100.00	150.00		
02-710-4421	Equipment Repair Service	1,000.00	500.00		
02-710-4422	Office Equipment Repair Service	100.00	100.00		
02-710-4424	Laboratory Testing Fees	4,000.00	4,000.00		
02-710-4427	Maintenance Services Provided	250.00	300.00		
02-710-4430	Printing Services	1,000.00	2,500.00		
02-710-4432	Memberships / Dues	1,240.00	1,500.00		
02-710-4480	Travel & Training Costs	3,000.00	3,000.00		
02-710-4481	Restaurant Meals for Travel & M...	400.00	400.00		
02-710-4510	Software costs	1,500.00	1,500.00		1/2 Work Order Software
02-710-4511	Computer Purchases & Parts	1,200.00	-		
02-710-4514	Other Office Equipment Purchase	300.00	3,400.00		Computer replacements
02-710-4540	Tools>\$500<\$5000	100.00	100.00		
02-710-4561	Water Infrastructure Maint < \$ 5...	10,000.00	10,000.00		
<b>Department: 710 - Water Distribution Operations Total:</b>		<b>406,126.34</b>	<b>490,856.92</b>	<b>-</b>	
<b>Department: 715 - Treatment Plant Operations</b>					
02-715-4240	Building Maintenance Supplies	150.00	150.00		
02-715-4244	Plant Operating Supplies	3,000.00	4,000.00		
02-715-4251	Chemicals	20,000.00	21,000.00		5% Distributor Increase
02-715-4286	Project Water Surcharge	6,000.00	6,000.00		
02-715-4341	Electricity	10,200.00	11,106.70		
02-715-4344	Natural Gas / Propone	4,400.00	2,955.15		
02-715-4415	Professional Fees for Outside Ser...	500.00	500.00		
02-715-4426	Building Maintenance Services	-	-		
02-715-4427	Maintenance Services Provided	5,000.00	5,000.00		
02-715-4435	Building Rent	7,839.00	-		
02-715-4823	Purchase Water Rights	2,500.00	10,000.00		
02-715-4825	Pump Station Improvements	3,000.00	5,000.00		Redundant pump at Westmoor
<b>Department: 715 - Treatment Plant Operations Total:</b>		<b>62,589.00</b>	<b>65,711.85</b>	<b>-</b>	
<b>Department: 720 - Infrastructure Maintenance &amp; Replacement</b>					
02-720-4290	Miscellaneous	-	-		Moved \$200 to 02-710-4290
02-720-4801	Depreciation Expense	-	-		
02-720-4813	Light Equipment Purchase	15,000.00	10,000.00		
02-720-4824	Plant Equipment Purchase	5,000.00	14,000.00		Cl2 Meter
02-720-4825	Pump Station Improvements	-	-		
02-720-4829	Distribution System Replacement	40,000.00	40,000.00		
<b>Department: 720 - Infrastructure Maintenance &amp; Replacement</b>		<b>60,000.00</b>	<b>64,000.00</b>	<b>-</b>	

		2016	Draft Budget	Draft Budget	
		Total Budget	Ongoing Activity	One Time Activity	
<b>Department: 730 - System Development Capital Improvement</b>					
02-730-4511	Computer Purchases & Parts	3,000.00	3,000.00		
02-730-4549	Water tank 750,000	900,000.00		1,500,000.00	From loan revenue 02-730-3793
02-730-4550	Work Order Software	8,000.00	-	-	\$18,600 for security (moved to wish list)
02-730-4551	Server Upgrade	37,000.00	-		
02-730-4552	Ivy League Conversion	131,000.00	5,000.00		
02-730-4562	Water Well	-	15,000.00		
02-730-4803	Engineering Fees - Capital	15,000.00	40,000.00		15K for Cottonwood Dam Carryover, 25K for fleet replacement
02-730-4804	Xeriscape Demo Garden	10,000.00	10,000.00		
02-730-4820	Water System Development Inpr...	10,000.00	-		
02-730-4821	SCUBA	8,000.00	-		
02-730-4828	New Distribution infrastructure	-	-	300,000.00	Affordable Housing- Com Dev Block Grant Revenue 02-710-3701
<b>Department: 730 - System Development Capital Improvement</b>		<b>1,122,000.00</b>	<b>73,000.00</b>	<b>1,800,000.00</b>	<b>1,873,000.00</b>
<b>Department: 740 - Water Debt Service</b>					
02-740-4610	1998 Debt Service Principal	71,723.00	82,757.00		
02-740-4620	1998 Debt Service Interest	14,638.00	11,306.00		
<b>Department: 740 - Water Debt Service Total:</b>		<b>86,361.00</b>	<b>94,063.00</b>	<b>-</b>	
<b>Expense Total:</b>		<b>1,737,076.34</b>	<b>787,631.76</b>	<b>1,800,000.00</b>	<b>2,587,631.76</b>
<b>Fund: 02 - Water Enterprise Fund Surplus (Deficit):</b>		<b>(24,749.51)</b>	<b>134,288.24</b>	<b>(105,000.00)</b>	<b>29,288.24</b>
<b>Fund: 03 - Capital Improvement Fund</b>					
<b>Revenue</b>					
<b>Department: 100 - General Government</b>					
03-100-3141	Town Sales Tax	345,520.00	355,885.60		
03-100-3790	Interest on Deposits	(3,810.00)	2,000.00		
03-100-3870	Transfer from General fund	250,000.00	285,461.00		
03-100-3871	Transfer from Conservation Trust...	15,000.00	-		
<b>Department: 100 - General Government Total:</b>		<b>606,710.00</b>	<b>643,346.60</b>	<b>-</b>	
<b>Department: 150 - Public Support</b>					
03-150-3779	Pass-through Grants	-	-	600,000.00	Baseball Field GOCO Grant Expenses 03-510-4846
<b>Department: 150 - General Government Total:</b>				<b>600,000.00</b>	
<b>Department: 230 - Volunteer Fire Department</b>					
03-230-3780	Turn Out Gear Grant	-	-	-	
<b>Department: 230 - Volunteer Fire Department Total:</b>				<b>-</b>	
<b>Department: 415 - Street Maintenance</b>					
03-415-3652	Sidewalk Program	5,000.00	5,000.00	-	
03-415-3761	DOLA Energy and Mineral Grant	-	-	-	
<b>Department: 415 - Street Maintenance Total:</b>		<b>5,000.00</b>	<b>5,000.00</b>	<b>-</b>	
<b>Department: 510 - Parks Department</b>					
03-510-3739	Donations		13,500.00		Community Garden Donation - \$10,000, River Park Improvements \$3,500
03-510-3746	Park Facility Donations	-	3,500.00	11,000.00	11K for Shooting Range Grant Expenses 03-510-4848
03-510-3752	Dog Park Donation	5,000.00	-	-	
03-510-3765	Chaffee County Conservation Tru...	60,000.00	-	49,000.00	County CTF for Arizona Expenses 03-510-4851
03-510-3766	Safe Route to School	57,000.00	-	-	
03-510-3767	Broadband Infrastructure Grant	10,000.00	-	25,000.00	
03-510-3768	Optimist - BV Square	-	-	-	
03-510-3773	TAP - Trans. Altern. Program	124,322.00	99,458.00	-	Expenses in 03-510-4851
03-510-3774	CDOT Arizona Trail	347,049.00	-	277,639.00	
03-510-3873	Transfer revenue from CTF to Cap	-	85,000.00	-	To cover 40K Com park, \$25K Lift Station, 15K Midland Bridge, 5K for sprinklers
<b>Department: 510 - Parks Department Total:</b>		<b>603,371.00</b>	<b>201,458.00</b>	<b>362,639.00</b>	<b>564,097.00</b>
<b>Revenue Total:</b>		<b>1,215,081.00</b>	<b>849,804.60</b>	<b>962,639.00</b>	<b>1,812,443.60</b>

		2016 Total Budget	Draft Budget Ongoing Activity	Draft Budget One Time Activity	
<b>Expense</b>					
<b>Department: 140 - Town Hall Operations</b>					
03-140-4813	Light Equipment Purchase-Laserf...	13,000.00	-	50,000.00	Broadband Infrastructure grant carryover
03-140-4815	Website	-	5,000.00	-	10K for Rec, 10K for HR
03-140-4817	Office Furniture & furnishings-Sta...	10,000.00	-	-	
03-140-4832	Building Repair / Main > \$5000	-	5,000.00	-	
03-140-4855	Server	10,000.00	-	-	
<b>Department: 140 - Town Hall Operations Total:</b>		<b>33,000.00</b>	<b>10,000.00</b>	<b>50,000.00</b>	
<b>Department: 210 - Police Department</b>					
03-210-4810	Vehicle Purchase	26,000.00	40,000.00	-	
03-210-4816	Office Equipment Purchase	-	-	-	
03-210-4817	Office Furniture & Furnishings	-	-	-	
03-210-4830	Building Acquisition / Constructi...	-	-	-	
03-210-4831	Building Remodeling	-	15,000.00	-	Air Conditioning
03-210-4856	Hand Held Radios	9,100.00	7,500.00	-	
03-210-4857	Storage Shed	5,000.00	-	-	
03-210-4858	Video Surveillance	12,000.00	-	-	
<b>Department: 210 - Police Department Total:</b>		<b>52,100.00</b>	<b>62,500.00</b>	-	
<b>Department: 230 - Volunteer Fire Department</b>					
03-230-4810	Vehicle Lease-Purchase	-	30,000.00	-	
03-230-4812	Specialized Equipment Purchase	-	-	-	
03-230-4813	Light Equipment Purchase	8,200.00	22,575.00	-	2016 Carryover
03-230-4860	Rescue Equipment	14,375.00	20,000.00	-	Extraction Tools
<b>Department: 230 - Volunteer Fire Department Total:</b>		<b>22,575.00</b>	<b>72,575.00</b>	-	
<b>Department: 310 - Planning (Development)</b>					
03-310-4812	Specialized Equipment Purchase	-	-	-	
03-310-4815	Branding/Wayfinding Signs	60,000.00	-	-	\$60k plus \$20k carryover from 2016 (moved to wish
03-310-4830	Building Acquisition / Constructi...	-	-	-	
<b>Department: 310 - Planning (Development) Total:</b>		<b>60,000.00</b>	-	-	
<b>Department: 320 - Community Center</b>					
03-320-4832	Building Repair / Main > \$5000	10,000.00	20,000.00	-	Community Center
<b>Department: 320 - Community Center Total:</b>		<b>10,000.00</b>	<b>20,000.00</b>	-	
<b>Department: 410 - Public Works</b>					
03-410-4811	Heavy Equipment Purchase	15,000.00	10,000.00	-	Ventilator and Oil Heater
03-410-4813	Light Equipment Purchase	33,000.00	20,000.00	-	LED
<b>Department: 410 - Public Works Total:</b>		<b>48,000.00</b>	<b>30,000.00</b>	-	
<b>Department: 415 - Street Maintenance</b>					
03-415-4654	Bond Paying Agent Fees	250.00	-	-	
03-415-4859	Bridge Infrastructure Improvem...	10,000.00	15,000.00	-	Antero Circle 24 Access - Eng
03-415-4861	Street Reconstruction > \$5000	40,000.00	180,025.00	-	Sales Tax Expenditures for Streets =355900 less debt service -95000-80875=180,025 total
03-415-4865	Annual Maintenance	80,000.00	80,000.00	-	
03-415-4866	Drainage Improvements	-	-	-	
03-415-4867	TAP Transportation Alt. Program	346,722.00	-	-	
03-415-4871	Small Projects	65,000.00	65,000.00	-	
03-415-4877	Hwy 24 Improvements	80,000.00	-	413,362.29	CDOT RAMP Grant Expenditure
03-415-4878	Street Light Replacement	68,000.00	88,000.00	-	East Main Lights
03-415-4891	Debt Service Principal	90,000.00	95,000.00	-	
03-415-4892	Debt Service Interest	84,574.00	80,875.00	-	
<b>Department: 415 - Street Maintenance Total:</b>		<b>864,546.00</b>	<b>603,900.00</b>	<b>413,362.29</b>	<b>1,017,262.29</b>
<b>Department: 510 - Parks Department</b>					
03-510-4813	Safe Route to School	57,000.00	-	-	
03-510-4841	Park Infrastructure > \$5000	5,000.00	40,000.00	-	Community Center Park
03-510-4842	Park Structures New Construction	-	35,000.00	-	Community Garden & Lift Station
03-510-4843	Park Structures Repair > \$5000	-	6,000.00	-	Decorative Trash Cans
03-510-4845	Whitewater Park Infrastructure	36,000.00	7,500.00	-	River Park Improvements
03-510-4846	Ballfield Infrastructure > \$5000	-	-	800,000.00	Baseball Field Revenue 03-150-3779
03-510-4847	Dog Park - Park Amenities	10,000.00	-	-	
03-510-4848	Park & Rec Amenities	5,000.00	20,000.00	11,000.00	Bike Racks 5K, 15K Midland Bridge, 11K for shooting range grant revenue in 03-510-3746
03-510-4849	Sprinkler Replacement/Construct...	8,000.00	5,000.00	-	
03-510-4850	Remote Airstrip	-	-	-	
03-510-4851	Trail Construction-Arizona	339,300.00	-	471,371.00	Arizona Trail adding Gregg Drive Trail grant funds and County CTF funds 03-510-3765
03-510-4853	Transfer Expense to CTF	-	-	-	
03-510-4854	BV Square	-	-	-	\$12k Finish bathroom pillars (moved to wish list)
<b>Department: 510 - Parks Department Total:</b>		<b>460,300.00</b>	<b>113,500.00</b>	<b>1,282,371.00</b>	<b>1,395,871.00</b>

		2016	Draft Budget	Draft Budget	
		Total Budget	Ongoing Activity	One Time Activity	
<b>Department: 515 - Rodeo Grounds</b>					
03-515-4843	Park Structures Repair > \$5000	-	5,000.00	-	5,000.00
<b>Department: 515 - Rodeo Grounds Total:</b>		-	5,000.00	-	
<b>Expense Total:</b>		1,550,521.00	917,475.00	1,745,733.29	2,663,208.29
<b>Fund: 03 - Capital Improvement Fund Surplus (Deficit):</b>		(335,440.00)	(67,670.40)	(783,094.29)	(850,764.69)

		2016	Draft Budget	Draft Budget
		Total Budget	Ongoing Activity	One Time Activity
<b>Fund: 04 - Conservation Trust Fund</b>				
<b>Revenue</b>				
<b>Department: 590 - Conservation Trust Fund</b>				
04-590-3160	Lottery proceeds	27,000.00	29,000.00	
04-590-3701	Miscellaneous	-	-	
04-590-3792	Interest on Investments	117.00	230.00	
04-590-3873	Transfer from Capital Improvem...	-	-	
<b>Department: 590 - Conservation Trust Fund Total:</b>		<b>27,117.00</b>	<b>29,230.00</b>	
<b>Revenue Total:</b>		<b>27,117.00</b>	<b>29,230.00</b>	
<b>Expense</b>				
<b>Department: 590 - Conservation Trust Fund</b>				
04-590-4101	Wages	12,183.00	12,670.32	
04-590-4110	FICA / Medicare	931.00	969.28	
04-590-4112	Unemployment Insurance	37.00	37.00	
04-590-4114	Retirement Contributions - Gene...	320.00	-	
04-590-4116	Medical / Dental / Vision / Life In...	-	-	
04-590-4841	Park Infrastructure > \$5000	-	-	
04-590-4990	Transfer to Capital Improvement...	-	85,000.00	
<b>Department: 590 - Conservation Trust Fund Total:</b>		<b>13,471.00</b>	<b>98,676.60</b>	
<b>Expense Total:</b>		<b>13,471.00</b>	<b>98,676.60</b>	
<b>Fund: 04 - Conservation Trust Fund Surplus (Deficit):</b>		<b>13,646.00</b>	<b>(69,446.60)</b>	
<b>Fund 05 - EV Charging Fund</b>				
<b>Revenue</b>				
05-600-3329	EV Charging Revenue		5,000.00	
<b>Revenue Total</b>			<b>5,000.00</b>	
<b>Expense</b>				
05-600-4233	Equipment Repairs & Maintenance			
05-600-4341	Electricity		5,000.00	
<b>Expense Total</b>			<b>5,000.00</b>	
<b>Fund: 05 - EV Charging Fund Surplus (Deficit):</b>			<b>-</b>	

		2016	Draft Budget	Draft Budget	
		Total Budget	Ongoing Activity	One Time Activity	
<b>Fund 06 - Stormwater Enterprise Fund</b>					
<b>Revenue</b>					
06-900-3329	Stormwater Revenue		10,000.00		
<b>Revenue Total</b>			<b>10,000.00</b>		
<b>Fund: 07 - Airport Enterprise Fund</b>					
<b>Revenue</b>					
<b>Department: 810 - Airport Cost of Goods Sold</b>					
07-810-3301	Vending Machine Fees	100.11	100.00		
07-810-3350	Aircraft Fuel Sales	350,299.55	350,000.00		
07-810-3353	Sales of Supplies & Additives	1,060.00	1,000.00		
<b>Department: 810 - Airport Cost of Goods Sold Total:</b>		<b>351,459.66</b>	<b>351,100.00</b>		
<b>Department: 830 - Airport Operational Support</b>					
07-830-3325	Auto parking fees	2,200.00	2,200.00		
07-830-3326	Landing Fees	2,300.00	1,000.00		
07-830-3328	Facilities Contract Fees	-	-		Testing revenue
07-830-3333	Tie Down/Ramp Fees	3,000.00	3,000.00		
07-830-3336	Charge for Special Services	200.00	200.00		
07-830-3338	Towing and GPU Fees	600.00	600.00		
07-830-3339	Fees for Testing Services	22,900.00	20,000.00		
07-830-3341	Hangar Rent Revenue	25,802.00	25,802.00		
07-830-3355	After Hours Charge	3,900.00	4,000.00		
07-830-3661	Ground Lease Town Property	-	-		
07-830-3714	Insurance proceeds	-	-		
07-830-3725	Refund of Expenditures	-	-		
07-830-3728	Excise Tax Refund for Aircraft Fuel	2,900.00	2,900.00		
07-830-3768	Chaffee County Contribution	25,000.00	25,000.00		
07-830-3790	Interest on Deposits	400.00	400.00		
07-830-3870	Transfer from General fund	321,000.00	146,000.00		
<b>Department: 830 - Airport Operational Support Total:</b>		<b>425,978.00</b>	<b>231,102.00</b>		
<b>Department: 850 - Airport Capital Improvements</b>					
07-850-3775	FAA Annual Entitlement Grant	348,346.00	-	472,315.00	SRE Building
07-850-3776	CDOT Grant Match for FAA Grant	-	29,000.00		
07-850-3777	CDOT Discretionary Grant	-	-		
07-850-3778	FAA Special Grant Program	-	-		
07-850-3782	SRE Building	316,667.00	-		
07-850-3783	Sale of Fuel Truck	35,000.00	33,000.00		
<b>Department: 850 - Airport Capital Improvements Total:</b>		<b>700,013.00</b>	<b>62,000.00</b>	<b>472,315.00</b>	534,315.00
<b>Revenue Total:</b>		<b>1,477,450.66</b>	<b>644,202.00</b>	<b>472,315.00</b>	<b>1,116,517.00</b>
<b>Expense</b>					
<b>Department: 810 - Airport Cost of Goods Sold</b>					
07-810-4217	Supplies for Resale	708.00	4,208.00		Moved \$3,500 from 07-830-4215
07-810-4218	Oxygen / Nitrogen Supply Cost	-	1,200.00		Testing Supply (Lockheed) was charged + 10% moved \$1,000 from 07-830-4218
07-810-4290	Miscellaneous	-	-		
07-810-4440	Credit Card Processing Fees	9,300.00	-		Moved \$9,486 to acct 07-830-4440
07-810-4441	Fuel for Resale	269,731.00	250,000.00		
07-810-4442	Fuel Testing Costs	1,900.00	80.00		moved \$80 from 07-830-4279
07-810-4443	Fuel Loss / Gain	400.00	-		
<b>Department: 810 - Airport Cost of Goods Sold Total:</b>		<b>282,039.00</b>	<b>255,488.00</b>		
<b>Department: 815 - Terminal Building</b>					
07-815-4214	Cleaning Supplies	100.00	-		Moved \$300 to 07-830-4211
07-815-4240	Building Maintenance Supplies	784.35	-		Moved \$1,000 to 07-830-4211
07-815-4384	Airport Liability Insurance	900.00	-		Moved \$900 to 07-830-4384
07-815-4570	Other Building Furnishings	-	-		Moved \$3,500 to 07-830-4514 New conference room chairs and couch, loveseat replacement
<b>Department: 815 - Terminal Building Total:</b>		<b>1,784.35</b>	<b>-</b>		
<b>Department: 820 - Airport Grounds/Infrastructure</b>					
07-820-4438	Weather Operations Maint	4,500.00	-		
<b>Department: 820 - Airport Grounds/Infrastructure Total:</b>		<b>4,500.00</b>	<b>-</b>		
<b>Department: 830 - Airport Operational Support</b>					
07-830-4101	Wages	146,149.00	124,151.04		
07-830-4101	Disability Insurance		659.96		
07-830-4110	FICA / Medicare	11,181.00	9,497.55		

		2016	Draft Budget	Draft Budget	
		Total Budget	Ongoing Activity	One Time Activity	
07-830-4112	Unemployment Insurance	438.00	240.50		
07-830-4114	Retirement Contributions - Gene...	3,198.00	1,105.78		
07-830-4115	Earned Leave Time Accrued	8.19			
07-830-4116	Medical / Dental / Vision / Life In...	15,712.23	16,912.90		
07-830-4140	Workers Compensation Insurance	4,858.88	5,746.00		
07-830-4205	Postage	55.00	55.00		
07-830-4210	Medical Supplies	58.00	200.00		New medical supplies and eyewash stations
07-830-4211	Office Supplies	458.15	1,800.00		300 from 07-815-4214, moved \$1,000 from 07-815-
07-830-4213	Computer Supplies	160.08	250.00		
07-830-4215	Customer Supplies	3,592.01	-		Part of COGS Moved \$3,500 to 07-810-4217
07-830-4216	Operating Supplies	396.06	3,000.00		
07-830-4218	Oxygen / Nitrogen Supply Cost	-	-		moved \$1,000 to 07-810-4218
07-830-4220	Licenses & Permits	185.00	185.00		
07-830-4231	Vehicle Gas	2,139.72	2,100.00		
07-830-4232	Vehicle Maintenance & Repairs	-	1,500.00		moved from 07-830-4420
07-830-4240	Building Maintenance Supplies	447.00	-		
07-830-4275	Uniform / Work Wear	180.90	1,200.00		Replace High Vis Uniforms and winter coats with proper fire retardant
07-830-4279	Testing Dedicated Supplies	78.10	-		moved \$80 to 07-810-4442
07-830-4280	Meeting Food Provided	197.68	200.00		
07-830-4341	Electricity	13,457.73	16,223.40		
07-830-4342	Water	376.49	406.64		
07-830-4343	Sewer	-	1,120.74		
07-830-4344	Natural Gas / Propone	6,724.29	4,189.71		
07-830-4345	Telephone Service	3,826.79	4,830.83		
07-830-4346	Cell Phone Service	865.67	-		Combined with Telephone
07-830-4380	PC / Liability Insurance	8,006.29	8,650.00		
07-830-4384	Airport Liability Insurance	10,901.00	10,900.00		Moved \$900 from 07-815-4384
07-830-4410	Legal	200.00	1,000.00		
07-830-4411	Audit Fees	4,215.00	4,200.00		
07-830-4414	IT Services	436.25	-		
07-830-4415	Professional Fees for Outside Ser...	1,500.00	1,500.00		
07-830-4416	Advertising / Public Relations	5,061.30	10,000.00		
07-830-4420	Vehicle Maintenance from outsi...	1,461.04	-		moved \$1,500 to 07-830-4232
07-830-4430	Printing Services	1,481.44	1,500.00		
07-830-4432	Memberships / Dues	105.00	200.00		Air Nav, NBAA, AOPA
07-830-4437	Fuel Truck Lease	24,000.00	24,000.00		
07-830-4440	Merchant Fees	-	9,486.00		Moved from 07-810-4440
07-830-4480	Travel & Training Costs	1,342.55	1,500.00		
07-830-4481	Restaurant Meals for Travel & M...	200.00	204.00		
07-830-4510	Software costs	400.00	2,500.00		Fuel Software
07-830-4511	Computer Purchases & Parts	510.24	1,500.00		Upgrade Line Shack Computer and WX Briefing Area
07-830-4512	Internet Service	16.62	500.00		
07-830-4514	Other Office Equipment Purchase	155.02	3,800.00		Moved \$3,500 from 07-815-4570 TV/Computer Flat Screen Monitor for Testing
<b>Department: 830 - Airport Operational Support Total:</b>		<b>274,735.72</b>	<b>277,015.06</b>		
<b>Department: 835 - Airport Maintenance</b>					
07-835-4228	Runway Maintenance Supplies	4,464.02	4,500.00		
07-835-4229	Fuel Island/Tank Maintenance S...	2,544.00	2,000.00		
07-835-4232	Vehicle Maintenance Supplies	1,771.90	1,800.00		
07-835-4233	Equipment Maintenance Supplies	2,718.78	4,000.00		
07-835-4235	Maintenance Supplies	64.00	165.00		
07-835-4240	Building Maintenance Supplies	1,889.33	5,000.00		Terminal Exterior Repairs, Parking Lot Crack Seal and Hensar Interior Repairs
07-835-4421	Equipment Repair Service	450.00	2,500.00		Elevator Inspections, Electricians for Runway Lights, electrical and HVAC
07-835-4422	Office Equipment Repair Service	500.00	-		
07-835-4427	Maintenance Services Provided	3,358.13	-		
<b>Department: 835 - Airport Maintenance Total:</b>		<b>17,760.16</b>	<b>19,965.00</b>		
<b>Department: 850 - Airport Capital Improvements</b>					
07-850-4801	Depreciation Expense	-	-		
07-850-4803	Master Plan	5,000.00	-		
07-850-4810	Vehicle Purchase	-	-		
07-850-4811	Heavy Equipment Purchase	8,000.00	45,000.00		Fuel Farm Replacement and Oxygen Cart
07-850-4830	Building Acquisition / Constructi...	333,333.00	-	500,000.00	Match on Jay Jones Hanger Acquisition Revenue 07-850-3775
07-850-4831	Building Remodeling	20,000.00	15,000.00		Carpenter/Epoxy Floor
07-850-4834	Ground Lease Buy Out	125,000.00	-		
07-850-4870	Airport Pavement Improvements	-	-		
07-850-4872	FAA Funded Improvements	-	-		
07-850-4873	CDOT Funded Improvements	-	-		
07-850-4875	Land Acquisition	383,180.00	-		
<b>Department: 850 - Airport Capital Improvements Total:</b>		<b>874,513.00</b>	<b>60,000.00</b>	<b>500,000.00</b>	<b>560,000.00</b>
<b>Expense Total:</b>		<b>1,455,332.23</b>	<b>612,468.06</b>	<b>500,000.00</b>	<b>1,112,468.06</b>
<b>Fund: 07 - Airport Enterprise Fund Surplus (Deficit):</b>		<b>22,118.43</b>	<b>31,733.94</b>	<b>(27,685.00)</b>	<b>4,048.94</b>

	2016	Draft Budget	Draft Budget	
	Total Budget	Ongoing Activity	One Time Activity	
Report Surplus (Deficit):	(943,258.39)	(298,839.20)	(928,279.29)	(1,227,118.49)



**Town of Buena Vista**  
 P.O. Box 2002  
 Buena Vista CO 81211  
 Phone: (719)395-8643  
 Fax: (719)395-8644

DATE: November 9, 2016  
 TO: Mayor and Board of Trustees  
 FROM: Brandy Reitter, Town Administrator

AGENDA ITEM: 2017 Public Hearing – 2017 Town of Buena Vista Budget with discussions and updates – Baseball Field Proposal

---

### **Overview**

The Town and Buena Vista School District are engaged in a partnership to provide a new multi-sport baseball field and affordable housing. Staff has completed the design, cost estimates and appraisals of the old baseball field, River Park property, and the industrial park properties. In addition to these projects, town has identified a few grants to off-set the costs of the baseball field and has established a budget for the project.

### **Analysis**

The budget for the baseball field is \$800,000. Staff expects to bring some costs down by reusing existing equipment, in-kind donations, performing work in house, and phase “nice to have” items.

The grants and available funding sources have been identified below:

- GOCO - \$350,000
- Daniel's Fund - \$160,000
- Chaffee County Conservation Trust Fund reallocation - \$49,000
- Town of Buena Vista - \$87,500 (need an additional \$72,500 to satisfy GOCO match)

At this time an additional \$81,000 is need to satisfy the budget. Staff will identify more funding partners over the next several months.

Appraisals:

- Buena Vista School District baseball field total of all 3 lots - \$605,000
- River Park Open Space is \$150,000
- Gregg and Rodeo Road is \$155,000

### **Policy Alignment**

This project aligns with the Housing Needs Assessment, Community, Economic Vitality, the Recreation Master Plan, and the Board's strategic plan.

### **BOT Action**

Consider allocating funding towards the completion of this project.

Attachments

- Draft Appraisal

# REAL PROPERTY APPRAISAL REPORT MULTIPLE LAND PARCELS

Town of Buena Vista, Colorado



*Prepared for:*

Brandy Reitter, Town Administrator  
Town of Buena Vista  
Buena Vista, Colorado 81211

**DATE of INSPECTION – SEPTEMBER 1, 2016**  
**REPORT DATE – NOVEMBER 3, 2016**

*By:*

**MCCLOUD & ASSOCIATES**  
18960 East Plaza Drive, Suite #109  
Parker, Colorado 80134

**MC CLOUD & ASSOCIATES**

Real Estate Appraisers and Consultants  
18690 E Plaza Drive, Suite #109  
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(720) 747-4710  
Fax (303) 805-9910

Specializing in Special  
Purpose Property & General  
Property Appraisals

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November 3, 2016

Brandy Reitter, Town Administrator  
Town of Buena Vista  
Buena Vista, Colorado 81211

RE: Three land parcels located in  
Buena Vista, Colorado 81211

Dear Ms. Reitter:

At your request, I have inspected the above captioned properties consisting of a baseball field located at East Pine Street and Belden Street in Buena Vista currently owned by the Buena Vista School District R-31, a vacant tract of land that is part of River Park open space in Buena Vista and a vacant tract of land located at the NWC of Gregg Drive and Rodeo Road, all of which are located in the Town of Buena Vista Colorado. The purpose of the inspections was to estimate the Market Value of these properties in their "as is" condition as of September 1, 2016, the most recent date of inspection. The use of the appraisal is for consideration of a land exchange by and between the Town of Buena Vista and the Chaffee County School District. A review of my records indicates that I have not appraised the subject properties.

This Appraisal Report which is intended to comply with the reporting requirements set forth under Standards Rule 2-2(a) of the Uniform Standards of Professional Appraisal Practice (USPAP) for an Appraisal Report. As such, it represents a summary discussion of the data, reasoning and analyses that were used in the appraisal process to develop the appraiser's opinion of value. Supporting documentation concerning the data, reasoning and analyses is retained in the appraiser's file. The depth of discussion contained in this report is specific to the needs of the client and for the intended use stated herein. ***The appraiser is not responsible for the unauthorized use of this report.***

The definition of market value, public use value, legal description, limiting conditions and assumptions and all other pertinent data used to solve the appraisal problem is included in the attached report.

This appraisal is prepared in conformance with the Uniform Standards of Professional Appraisal Practice (USPAP) promulgated by the Appraisal Standards Board of the Appraisal Foundation.

**Extraordinary Assumption:** The Town of Buena Vista and Buena Vista School District R-31 entered into an agreement for a land swap that included the fore knowledge that the Town would be vacating a public alleyway to provide a land assemblage and rezoning of the baseball field parcels to allow for a higher residential density use by the Town. These events reflect an anticipated use value and as such, have not been considered in the conclusion of market value.

As concluded in the report, the subject properties have, as of September 1, 2016, a Market Value of:

**FINAL VALUE ESTIMATE, FEE SIMPLE INTEREST**

<b>Baseball field</b>	
<b>Parcel #1</b>	<b>\$120,000</b>
<b>Parcel #2</b>	<b>\$370,000</b>
<b>Parcel #3</b>	<b>\$115,000</b>
River Park Open Space	<b>\$150,000</b>
Gregg and Rodeo	<b>\$155,000</b>

Thank you for the opportunity of working with you on this appraisal assignment.

Respectfully submitted,

  
 Harold S. McCloud, MAI  
 Certified General Appraiser  
 in Colorado #CGO1313633

## *Summary of Important Facts and Conclusions*

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<b>Property Type:</b>	A Baseball field and two vacant land parcels
<b>Location:</b>	Baseball field at East Pine & Belden, part of River Park open space and the NWC of Gregg Drive and Rodeo Road in Buena Vista Colorado
<b>Value Definition:</b>	Market and Public Use Value
<b>Ownership Interests:</b>	Fee Simple
<b>Owner of Record:</b>	
Base Ball Field	Buena Vista School District R-31
River Park	Town of Buena Vista
NWC Gregg & Rodeo	Town of Buena Vista
<b>Property Rights Appraised:</b>	Fee Simple Interest
<b>Date of Inspection:</b>	September 1, 2016
<b>Date of Report:</b>	November 3, 2016
<b>Zoning:</b>	
Base Ball Field	B-1, Town of Buena Vista
River Park	Open Space, Town of Buena Vista
NWC Gregg & Rodeo	Agricultural, Town of Buena Vista
<b>Value Indication - Market Value:</b>	
Cost Approach	N/A
Income Approach	N/A
Sales Comparison Approach	
Base Ball Field	
Parcel #1	\$120,000
Parcel #2	\$370,000
Parcel #3	\$115,000
River Park	\$150,000
NWC Gregg & Rodeo	\$155,000

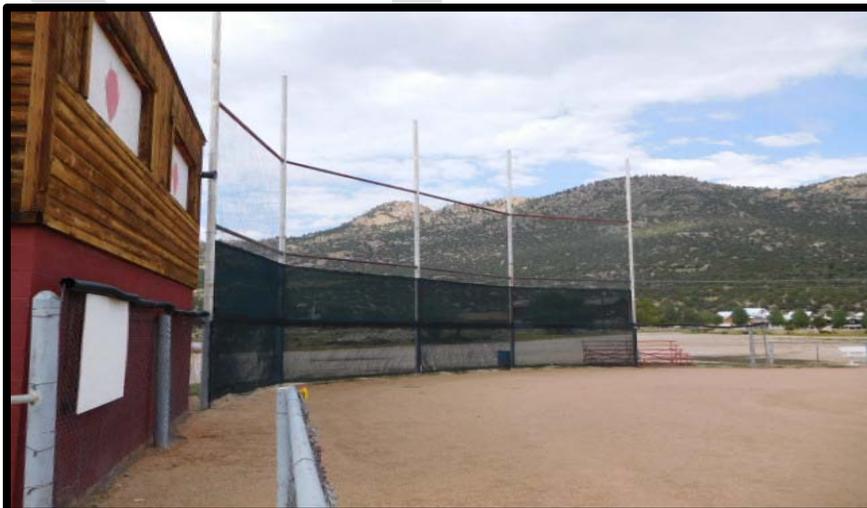
### Baseball Field



Looking southeasterly at the concession stand from the parking area



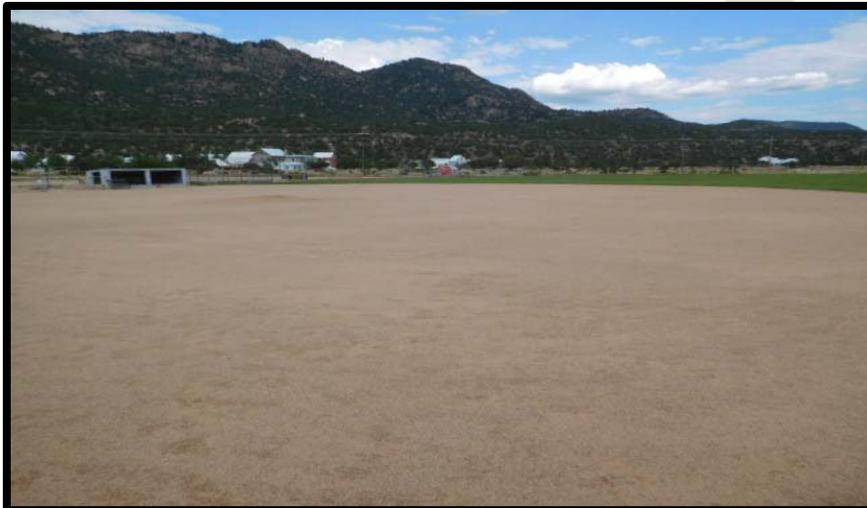
Looking northwesterly at the concession stand from the infield



Looking northeasterly toward the plate from the right field side lines



Typical view of the dugout area on the right side of the field



Looking northwesterly across the infield toward the left side dugout from the right side line



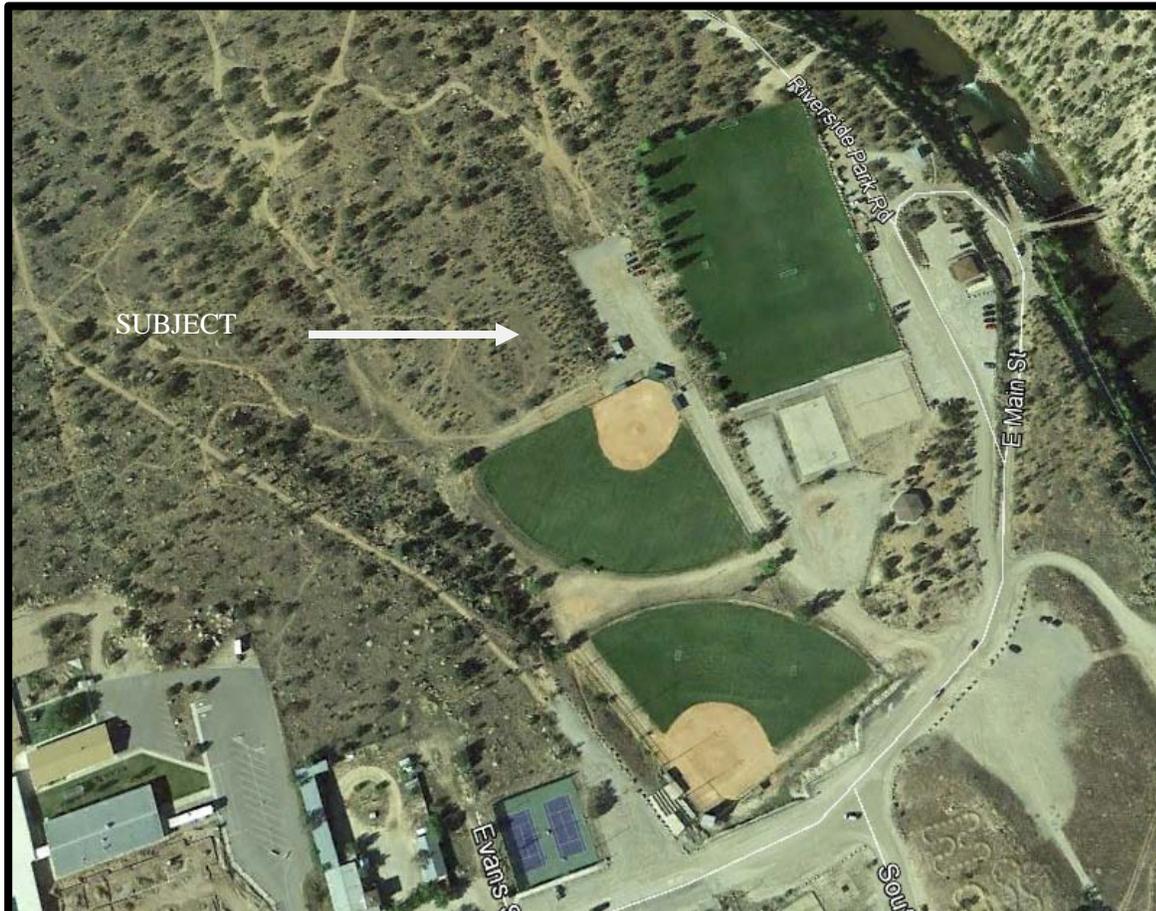
Typical view of the score board against the right field fence

Ariel Map

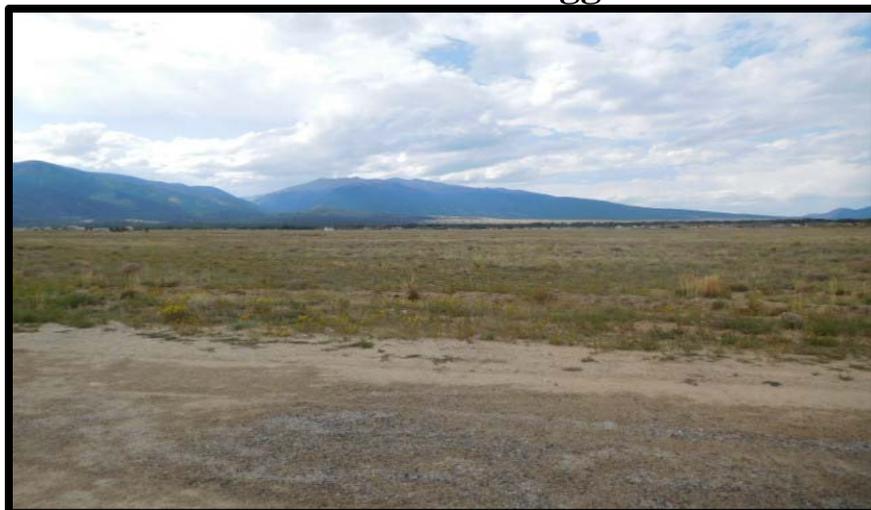


# River Park Open Space

## Ariel Map



### NWC Gregg & Rodeo



Looking northwesterly across Gregg Drive at the subject from Rodeo Road



Looking southwesterly across Gregg Drive from the subject near Rodeo Road



Looking southeasterly across Gregg Drive from the subject at Rodeo Road



Looking southeasterly along Gregg Drive from the subject at Rodeo Road



Looking northeasterly along Rodeo Road from the subject at Gregg Drive

### Ariel Map



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## **ADDENDA**

## *Introduction*

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### **IDENTIFICATION OF THE SUBJECT PROPERTY**

The properties that are the subject of this appraisal report consists of a baseball field located at East Pine Street and Belden Street in Buena Vista currently owned by the Buena Vista School District R-31, a vacant tract of land that is part of River Park open space in Buena Vista and a vacant tract of land located at the NWC of Gregg Drive and Rodeo Road, all of which are located in the Town of Buena Vista Colorado. The two tracts of vacant land are portions of larger parcels that have not been subdivided and thus, no legal descriptions were available at time of this appraisal.

### **PROPERTY RIGHTS APPRAISED**

The property rights appraised are those of the fee simple estate wherein no liens, leases or encumbrances are considered other than the normal encumbrances of eminent domain, police power, taxation, escheat, easements and restrictions of record and subject to typical market financing consistent with the definition of market value.

### **OWNERSHIP AND SALES HISTORY**

The Chaffee County records indicate that the Buena Vista School District R-31 has owned the existing baseball field located at East Pine Street and Belden Street in Buena Vista for a period in excess of three years. The Chaffee County records indicate that the vacant tract of land is a portion of the River Park open space which has been owned by the Town in excess of three years. The Chaffee County records indicate that the vacant tract of land located at the NWC of Gregg Drive and Rodeo Road has been owned by the Town in excess of three years.

These properties are neither under contract of offered for sale. A land swap is contemplated by the Town and School District involving two of these properties but one site is dependent on voter approval.

**PURPOSE OF APPRAISAL**

The purpose of this appraisal is to estimate the Market Value of these properties in their “as is” condition as of September 1, 2016, the most recent date of inspection.

**INTENDED USER AND USE**

The intended uses of this appraisal report are the Buena Vista Town Council and the Buena Vista School District R-31 and any others designated by them. The use of the appraisal is for consideration of a land exchange by and between the Town of Buena Vista and the Chaffee County School District.

**EFFECTIVE DATE OF VALUATION**

The effective date of value is the most recent date of inspection, September 1, 2016. The written report was prepared on November 3, 2016.

**SCOPE OF WORK**

This appraisal report contains most of the data, reasoning and analyses to support the conclusions contained herein. The complete appraisal process was applied utilizing all of the pertinent approaches and techniques required to-solve the appraisal problem.

- The appraiser has made a personal on-site inspection of the property.
- Records provided by the client were collected and utilized in the appraisal process. These records include the site sketches and standard instructions to the appraiser.
- The public records were investigated to determine the history of the subject properties. The Assessor's office was consulted to learn the layout of the various sites. The Treasurer's office was consulted to learn the assessed value, mill levy and taxes of the subject.
- Several independent sources for information on vacant land in Chaffee County were investigated to produce the market evidence relied upon in this report. The sales were physically inspected and verified either in person, by public record, or by telephone with at least one of the parties involved in the transaction. The appraiser has personally verified the information utilized in this report.
- Gathered information from the subject's neighborhood, and in Chaffee County.

- Had discussions with the Town of Buena Vista concerning zoning of the various parcels.
- The data was then analyzed for relevance and applicability to this specific appraisal problem and is the basis for the conclusions, to value expressed in this report.
- Several conclusions may be expressed in this appraisal that the appraiser has accepted as reasonable without proof or documentation.
- Certain other business and engineering disciplines may be deferred to in this report, and the reader should not substitute the conclusions of the appraiser for the professional services appropriate to those disciplines.
- Prepared an Appraisal Report, as defined in USPAP.

### **COMPETENCY**

The appraisal problem requires the determination of value for three vacant land parcels located within the Town of Buena Vista. This involves the review of sales information of various vacant land parcels. I have done extensive research on vacant land parcel throughout the front-range. I have recently valued several vacant land parcels in the Town of Buena Vista over the last few years.

### **DEFINITION OF MARKET VALUE**

“The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under undue duress.”

(The Dictionary of Real Estate Appraisal, Fifth Addition Appraisal Institute, 2010, Page 122)

### **TYPICAL MARKET FINANCING**

Based on a survey of local lending institutions, typical financing for vacant land is up to 60% of value at interest rates of 8.0% to 9.0% amortized over 10 to 15 years. Rollover terms are quoting with 3 to 5 year call provisions at rates of 5.0% to 6.5%. Any seller assisted financing approximating these terms is deemed cash to seller.

## *Assumptions and Limiting Conditions*

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This Appraisal Report is subject to the following Assumptions and Limiting Conditions:

### **Legal Matters and Title**

1. No investigation of title to the subject property has been made, and it is assumed to be good and marketable, free and clear of all deeds of trust, use restrictions and reservations, easements, cases or actions pending, tax liens, and bonded indebtedness, unless otherwise specified.
2. No responsibility for legal matters is assumed.
3. All existing liens and encumbrances have been disregarded and the subject properties are assumed free and clear, unless otherwise specified.
4. The subject properties are assumed to be free and clear of leases and available for lease.

### **Limitations on the Extent of the Appraisal Process**

1. The appraiser assumes that there are no hidden or unapparent conditions of the subject properties, subsoil or structures which would render it more or less valuable than otherwise comparable property. The appraiser assumes no responsibility for such conditions or for engineering, which might be required to discover such deficiencies.
2. The appraiser has made no investigation into the presence or absence of asbestos, PCBs, or other hazardous materials in the subject property. The reader should be aware that no consideration has been given to the impact, if any, on the valuation of the subject property if any of these materials should be present. The appraiser assumes no responsibility for addressing such conditions, if any, or for engineering which might be required to discover such deficiencies.
3. The author is not qualified to determine if the subject properties meet the requirements of the Americans with Disabilities Act, effective January 26, 1992.

**Limitations on information contained in this Appraisal Report**

1. Care has been taken to obtain all information from reliable sources. However, the appraiser cannot guarantee or be responsible for the accuracy of this information.
2. Any sketches in this report are intended to be visual aids and should not be construed as surveys or engineering drawings.

**Limitations on value estimates contained in this Appraisal Report**

1. If the valuation contained herein relates to an estate that is less than the whole fee simple estate and is a fractional interest only. The value of this fractional interest, plus the value of all other fractional interests, may or may not equal the value of the entire fee simple estate considered as a whole.
2. The distribution of the total valuation in this report between land and improvements applies only under the existing program of utilization. The separate valuations for land and building must not be used in conjunction with any other report and are invalid if so used.
3. The value reported for each geographical portion relates to such portion only and should not be construed as applying with equal validity to other portions of the larger parcel or tract. The value reported for each geographical portion plus the value of all other geographical portions may or may not equal the value of the entire parcel or tract considered as a whole.
4. No consideration has been given to any furniture, trade fixtures, or special equipment. Any discussion of those items is for reference purposes only, and we accept no responsibility for the valuation of those items.
5. In the current market, real estate price levels for income-producing properties are dictated by the present value of future expectations. Under the circumstances, appraisers must quantify market projections which are, by their character, imprecise. Property earnings and financial projections contained in this report represent our informed judgment as to present and anticipated market trends. Any cash flow analysis implemented for valuation purposes represents an orderly financial process superimposed on a market which is typically erratic in behavior. Any aberrations and/or dramatic changes in the local and national economy may impact the subject property's capacity to generate the earnings set forth herein with a concomitant impact on value.

### Publication and use of this Appraisal Report

1. Possession of this report or a copy thereof does not imply right of publication, nor use for any purpose by any other than the person or company to whom it is addressed, without the written consent of the author.
2. The report and data investigated, except that furnished by the client, remain the sole property of this firm.
3. Neither all nor any part of the contents of this report shall be conveyed to the public through advertising, public relations, news, sales or other media, without the written consent and approval of the author, particularly as to valuation conclusions, the identity of the authors or firm with which they are connected, or any reference to the Appraisal Institute and the Appraisal Foundation, or to the MAI and SRA Designations.
4. I have no objection to your use of the firm's name as the author of the report which is to be prepared, and hereby consent to your making reference to such report in your reports or financial statements and in any document filed with any governmental agency, provided that: 1) prior to making any such reference in any report or statement or any document filed with The Securities and Exchange Commission or other governmental agency, I am allowed to review and approve the text of such reference to determine the accuracy and adequacy of such reference to the report prepared by our firm; 2) in my opinion, the proposed reference is not untrue or misleading and is adequate for the purposes intended in light of the circumstances under which it is made; and, 3) such reference to the report includes language to be approved by this firm.
5. Any dispute regarding matters involved with this assignment will be decided in Douglas County, Colorado, and the parties agree that the courts of Douglas County, Colorado will have the jurisdiction and venue to decide any such dispute. The prevailing party in such dispute shall be awarded from the other party reasonable attorneys' fees, costs and expenses incurred in connection with such dispute.
6. Loss or removal of any portion of this report invalidates the entire report.
7. Transfer of this report via electronic means is restricted to the client for whom this report has been prepared and the specific use stated herein and no other. Possession of an electronic copy thereof does not imply right of publication, nor use for any purpose other than that stated in the report or by any other than the person or company to whom it is addressed, without the written consent of the author.
8. ***The appraiser is not responsible for the unauthorized use of this report.***

### **General Limitations on the Appraisal Report**

1. The terms of the agreement between the client and the appraiser is such that the appraiser has no obligation to update the report or revise it in any manner because of events or transactions occurring subsequent to the date of such report.
2. The appraiser shall not be required to give testimony or be in attendance in court by reason of this report unless prior arrangements have been made in writing. If any courtroom or administrative testimony is required in connection with this report, an additional fee shall be charged for those services.
3. Other Assumptions and Limiting Conditions have been made where they logically apply and are specified in the report.

### **Appraisal Institute Requirements**

1. Disclosure of the contents of the report is governed by the bylaws and regulations of the professional appraisal organizations with which the appraiser is affiliated: specifically the Appraisal Institute.
2. When the signatory of the report is a candidate or a member of the Appraisal Institute, its bylaws and regulations require the member or candidate to control the use and distribution of the report. Therefore, except as hereinafter provided, the party for whom this report was prepared may distribute copies of the report, in its entirety, to such third parties as may be selected by the party for whom this consulting report was prepared. However, selected portions of this report shall not be given to third parties without the prior written consent of the signatory of this report. Further, neither all, nor any part of this report shall be disseminated to the general public by use of advertising media, public relations media, new media, sales media or other media for public communication without the prior written consent of the signatory of this report. Nor shall the consultants, firm, or professional organization of which the appraiser is a member be identified without written consent of the appraiser.

### **Extraordinary Assumptions**

1. The Town of Buena Vista and Buena Vista School District R-31 entered into an agreement for a land swap that included the fore knowledge that the Town would be vacating a public alleyway to provide a land assemblage and rezoning of the baseball field parcels to allow for a higher residential density use by the Town. These events reflect an anticipated use value and as such, have not been considered in the conclusion of market value.

### **Hypothetical Conditions**

1. None

## *Reasonable Exposure Time*

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Reasonable exposure time is one of the conditions in most market value definitions. Exposure time always precedes the effective date of the appraisal.

Exposure time is defined as follows:

"The estimated length of time the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal; a retrospective estimate based upon an analysis of past events assuming a competitive and open market."<sup>1</sup>

Exposure time varies depending upon the type of real estate and current market conditions. The estimated period for reasonable exposure is a key element in the analysis conducted during an appraisal assignment. The estimated exposure time can be based on one or more of the following:

- Historical information about the number of days on the market;
- Information gathered during the verification of sales; and
- Discussions with market participants.

The subject properties are publicly owned lands and as such may not be sold without meeting regulatory requirements. As such, public land does not typically transfer on a regular basis. The controlling factor is the zoning on the property and its ability to be developed. The ball field parcel was recently rezoned B-1 by the Town specifically for the Towns use only. A change in zoning would not have been allowed if the sale was to a private party. Thus, sale on the open market for open space would have required a lengthy time due to the lack of development potential. The land on Gregg Drive allows is zoned for industrial development. There have been very few sales of industrial zoned land in Buena Vista over the last five plus years and therefore, exposure time would is estimated at five years or more.

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<sup>1</sup>Appraisal Standards Board of the Appraisal Foundation, Appraisal Standards No. 6 (SMT-6), September 16, 1992.

## *Location Analysis*

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### **Neighborhood**

The primary purpose of market area analysis is to determine how social, governmental, economic, and environmental forces influence property values in the subject property's neighborhood.

The subject properties consists of a baseball field located at East Pine Street and Belden Street in Buena Vista currently owned by the Buena Vista School District R-31, a vacant tract of land that is part of River Park open space in Buena Vista and a vacant tract of land located at the NWC of Gregg Drive and Rodeo Road, all of which are located in the Town of Buena Vista Colorado.

### **Location & Neighborhood Attributes of the Subject Property**

The subject properties are generally located northeast, southeast and southwest of the downtown district of Buena Vista. Commercial development is found along State Highway 24 that includes local retail and dining establishments. US Highway 24 connects to Interstate 70 to the north and goes through other small rural towns such as Leadville.

Buena Vista is located in central Colorado on the Arkansas River and surround by the Rocky Mountains. Buena Vista is located approximately 125 southwest of the Denver Metro and around 94 miles west of Colorado Springs. Buena Vista is considered a summer town, as tourists swell the area during the summer months. White water rafting and kayaking are two of the main activities that draw people to the area during these summer months. There are also hiking and mountain bike trails in the area that allow tourists to explore historic mining towns. Besides tourism operations, the largest single employer in Buena Vista is the Buena Vista Correctional Complex, a medium security state prison. Buena Vista is also home to a section of the Rocky Mountains known as the Collegiate Peaks which were named for prominent universities in America. This collection of mountains is home to more than 10 mountains that are higher than 14,000 ft. and are called "14-ers" by the locals.

Buena Vista, located in central Colorado, is considered typical or average when compared to similar neighborhoods in the state of Colorado. The area has a typical and acceptable selection of shopping and restaurant options but there are a limited number of known retail and dining establishments. Access and linkage to other parts of the state are considered above average as US Highway 24 helps traffic flow through the area. The Chaffee County planning commission provides adequate development and organizational support. The area, compared to other parts of the state is considered average with respect to the number of higher income housing and employment opportunities in the area are considered typical and adequate for the population. More of the economic and demographic trends of the neighborhood are discussed further in the economic analysis sections of this report.

#### **Legal & Zoning Attributes of the Subject Property**

Zoning is the public regulation of the character and extent of real estate use through police power; accomplished by establishing districts or areas with uniform restrictions relating to improvements; structural height, area, and bulk; density of population; and other aspects of the use and development of private property.

Zoning in the immediate area of the ball field is primarily single and multi-family residential development. The site was recently re-zoned from open space to B-1 by the Town of Buena Vista for use by the Town to develop subsidized housing. This rezoning would not have been allowed if requested by a private party. The vacant tract of land that is part of River Park is zoned open space and any change in zoning must be by a vote of the people. The vacant tract of land located at the NWC of Gregg Drive and Rodeo Road is zoned I-1 (industrial). This zoning classification restricts development to industrial uses only. The subject properties are considered a legal and conforming uses under the current zoning.

### **Central Colorado Regional Airport**

Central Colorado Regional Airport, only one mile south from the center of town, has good approaches clear of the mountains, an 8,000 foot high weight capacity runway, hard pad parking, AWOS, GPS approach, 100LL, Jet A, Oxygen, hanger and tie downs for transients, catering available, courtesy and rental cars and much more. Fast turnaround time is our specialty. When the major Front Range airports are below minimums AEJ is often available as an alternate for IFR flight plans.

### **Arkansas Headwaters Recreation Area**

The Arkansas Headwaters Recreation Area is a landmark cooperative effort by the US Bureau of Land Management and the Colorado Division of Parks and Outdoor Recreation. By pooling efforts to manage public lands and recreation on the Arkansas River, the agencies can give visitors the best of all worlds along this legendary river and care for recreation and natural resources at the same time.

The Arkansas River begins its 1,400-mile journey to the Mississippi among some of the loftiest peaks in the Rockies, including 14,443 ft Mount Elbert, the highest mountain in Colorado. In its first 125 miles, the river tumbles 5,000 vertical feet, through open valleys, among the granite boulders of Brown Canyon between the 1000 ft walls of the Royal Gorge. It also flows by the valley towns of Buena Vista, Salida, Canon City, Florence and on to Pueblo, nearly 150 miles from the beginning of the Arkansas Headwaters Recreation Area.

### **Buena Vista Correctional Facility**

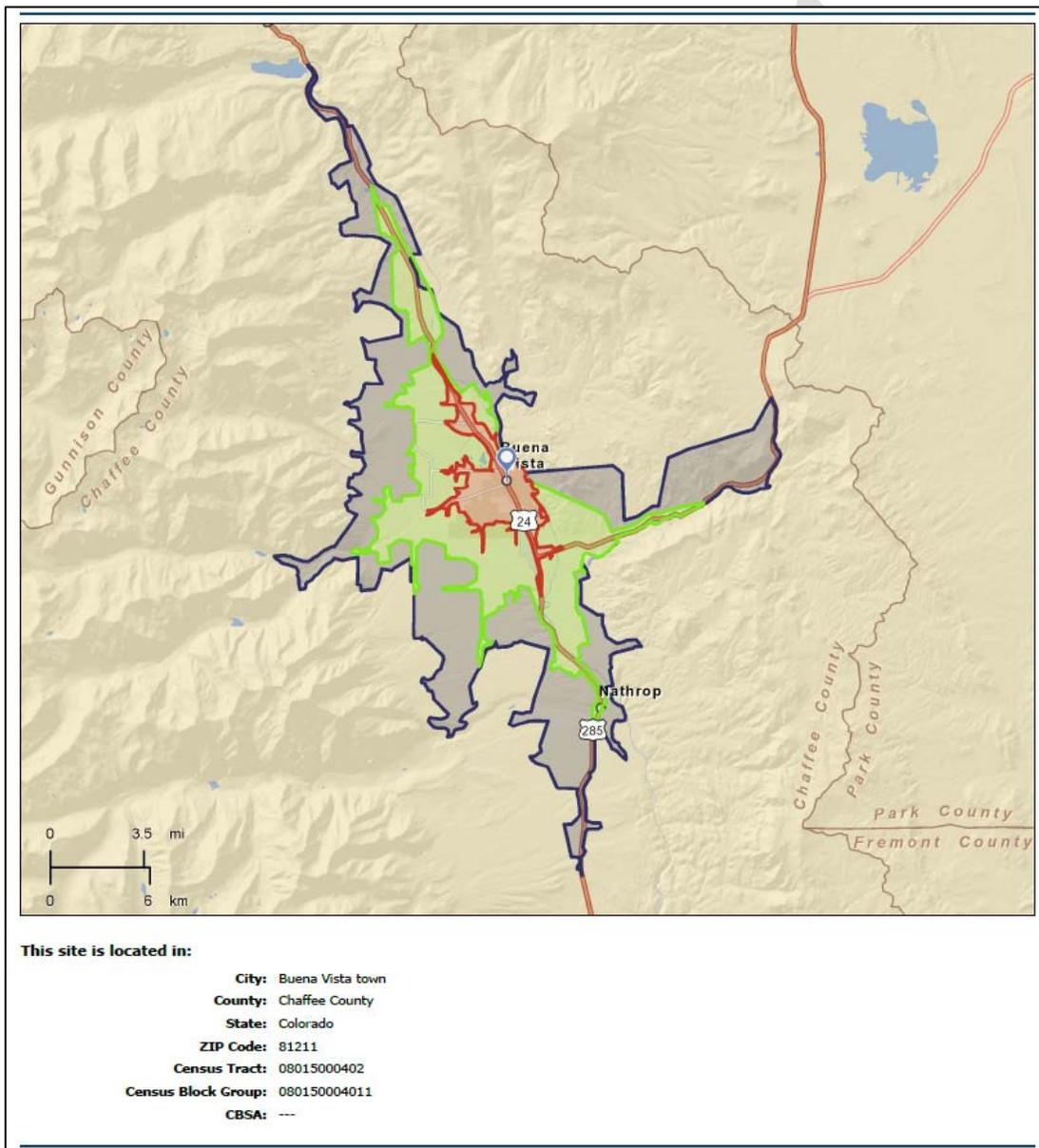
The Buena Vista Correctional Complex (BVCC) is located approximately one mile south of Buena Vista, Colorado, in the shadow of the Collegiate Peaks Mountain Range.

The complex is comprised of three separate components: the main facility which houses 871 medium and close custody inmates; the Buena Vista Minimum Center (BVMC) which houses 288 minimum-restrictive custody inmates; and the Colorado Correctional Alternative Program (CCAP) or Boot Camp which houses 100 minimum custody inmates.

The complex was originally opened in 1892 as the Colorado State Reformatory (CSR), a facility for juvenile offenders. The reformatory was built in 1891 by 37 inmates from the Colorado State Penitentiary. During the early years, all able-bodied inmates worked primarily in ranching assignments on the 1,000 acres appropriated to the reformatory. By 1922, CSR housed 209 boys in a facility designed for 106. A small medical unit was built in 1920 and in 1947 an academic school program was inaugurated. The reformatory evolved from a juvenile facility to a medium custody adult prison in 1978 and was renamed Buena Vista Correctional Facility. A modular component was added in 1984 and a boot camp facility in 1991. It was renamed the Buena Vista Correctional Complex (BVCC) in 1999 as a result of its multi custody status. Today, the BVCC is one of the state's largest correctional facilities with a capacity of 1,259. The complex is approximately 65% double bunked.

### Economic

The following section covers all economic and demographic aspects of the subject property and its market which includes Buena Vista and Chaffee County. Data provided is compiled from the Census Bureau Data compiled during regular economic studies and the 2010 Census and reported through the Site to do Business commercial database. The map below provides a general estimate of the subject property location and all areas that can be reached during a 5, 10 and 15 minute drive time from the subject property along with a general description of the subject property's location.



An executive summary of population, income and housing data has been provided below from the Site to Do Business Report which collects and summarizes demographic data for the market study area. Also provided are trend analysis tables and charts that show historic and potential growth in all three study areas (5, 10, and 15 Minute Drive Times). This data gives a comprehensive picture of the economic and population characteristics of the area.

	5 minute	10 minute	15 minute
<b>Population Summary</b>			
2000 Total Population	4,412	5,948	6,388
2010 Total Population	4,943	6,694	7,183
2014 Total Population	5,058	6,847	7,348
2014 Group Quarters	1,191	1,304	1,309
2019 Total Population	5,226	7,092	7,618
2014-2019 Annual Rate	0.66%	0.71%	0.72%
<b>Household Summary</b>			
2000 Households	1,400	2,015	2,216
2000 Average Household Size	2.34	2.34	2.32
2010 Households	1,684	2,438	2,677
2010 Average Household Size	2.26	2.23	2.22
2014 Households	1,736	2,516	2,765
2014 Average Household Size	2.23	2.20	2.18
2019 Households	1,821	2,643	2,906
2019 Average Household Size	2.22	2.19	2.17
2014-2019 Annual Rate	0.96%	0.99%	1.00%
2010 Families	1,103	1,613	1,780
2010 Average Family Size	2.77	2.72	2.68
2014 Families	1,129	1,654	1,827
2014 Average Family Size	2.74	2.69	2.65
2019 Families	1,179	1,729	1,912
2019 Average Family Size	2.73	2.68	2.64
2014-2019 Annual Rate	0.87%	0.89%	0.91%
<b>Housing Unit Summary</b>			
2000 Housing Units	1,647	2,402	2,782
Owner Occupied Housing Units	62.9%	63.5%	61.0%
Renter Occupied Housing Units	22.1%	20.4%	18.7%
Vacant Housing Units	15.0%	16.1%	20.3%
2010 Housing Units	1,983	2,906	3,358
Owner Occupied Housing Units	62.0%	62.8%	60.5%
Renter Occupied Housing Units	22.9%	21.1%	19.2%
Vacant Housing Units	15.1%	16.1%	20.3%
2014 Housing Units	2,038	2,990	3,458
Owner Occupied Housing Units	60.2%	61.0%	58.9%
Renter Occupied Housing Units	25.0%	23.1%	21.1%
Vacant Housing Units	14.8%	15.9%	20.0%
2019 Housing Units	2,121	3,115	3,604
Owner Occupied Housing Units	61.5%	62.2%	59.9%
Renter Occupied Housing Units	24.4%	22.6%	20.7%
Vacant Housing Units	14.1%	15.2%	19.4%
<b>Median Household Income</b>			
2014	\$44,340	\$46,214	\$47,659
2019	\$51,042	\$52,019	\$52,849
<b>Median Home Value</b>			
2014	\$230,752	\$235,058	\$239,215
2019	\$237,565	\$243,929	\$248,833
<b>Per Capita Income</b>			
2014	\$20,974	\$22,608	\$23,432
2019	\$23,768	\$25,526	\$26,440
<b>Median Age</b>			
2010	40.8	43.2	44.3
2014	41.0	43.6	44.8
2019	41.5	44.1	45.4

The local population in the immediate market area (5 Mile) is estimated at 4,412 and is expected to grow around 0.66% over the next five years. Population estimates increase slightly in the 10 and 15 mile radius studies as more area is considered and growth rates are considered similar at 0.71% and 0.72%. Housing in the area is predominantly Owner Occupied which is typical for communities outside the metro area. Home values in the area are lower than the larger study areas and per capita income figures are approximately \$3,000 lower as well indicating a slower economic base with less high income housing units. Local ages are considered typical.

### Site to Do Business Executive Summary - Income & Home Values

	5 minute	10 minute	15 minute
<b>2014 Households by Income</b>			
Household Income Base	1,736	2,516	2,765
<\$15,000	15.3%	14.3%	13.8%
\$15,000 - \$24,999	12.9%	12.4%	12.4%
\$25,000 - \$34,999	10.8%	10.7%	10.5%
\$35,000 - \$49,999	15.7%	15.7%	15.2%
\$50,000 - \$74,999	24.6%	24.9%	24.9%
\$75,000 - \$99,999	10.5%	11.2%	11.9%
\$100,000 - \$149,999	6.6%	7.1%	7.5%
\$150,000 - \$199,999	1.8%	2.0%	2.0%
\$200,000+	1.6%	1.7%	1.9%
Average Household Income	\$54,719	\$56,692	\$58,133
<b>2019 Households by Income</b>			
Household Income Base	1,821	2,643	2,906
<\$15,000	14.3%	13.3%	12.7%
\$15,000 - \$24,999	10.0%	9.5%	9.5%
\$25,000 - \$34,999	9.2%	9.1%	8.8%
\$35,000 - \$49,999	14.7%	14.5%	14.1%
\$50,000 - \$74,999	27.2%	27.3%	27.2%
\$75,000 - \$99,999	12.2%	12.9%	13.6%
\$100,000 - \$149,999	8.3%	8.9%	9.3%
\$150,000 - \$199,999	2.3%	2.5%	2.5%
\$200,000+	1.9%	2.1%	2.2%
Average Household Income	\$60,697	\$62,807	\$64,430
<b>2014 Owner Occupied Housing Units by Value</b>			
Total	1,226	1,825	2,036
<\$50,000	4.9%	5.3%	5.3%
\$50,000 - \$99,999	3.6%	3.7%	3.7%
\$100,000 - \$149,999	5.5%	5.4%	5.3%
\$150,000 - \$199,999	18.9%	19.0%	18.3%
\$200,000 - \$249,999	27.7%	23.6%	22.2%
\$250,000 - \$299,999	13.5%	13.0%	12.5%
\$300,000 - \$399,999	12.1%	13.7%	14.2%
\$400,000 - \$499,999	7.1%	8.5%	9.6%
\$500,000 - \$749,999	5.1%	5.8%	6.5%
\$750,000 - \$999,999	1.1%	1.2%	1.3%
\$1,000,000 +	0.6%	0.8%	0.9%
Average Home Value	\$265,612	\$275,616	\$284,521
<b>2019 Owner Occupied Housing Units by Value</b>			
Total	1,305	1,938	2,159
<\$50,000	1.5%	1.7%	1.7%
\$50,000 - \$99,999	2.1%	2.3%	2.2%
\$100,000 - \$149,999	4.8%	4.7%	4.5%
\$150,000 - \$199,999	19.3%	19.1%	18.3%
\$200,000 - \$249,999	29.6%	25.3%	23.8%
\$250,000 - \$299,999	15.3%	14.9%	14.3%
\$300,000 - \$399,999	11.3%	13.0%	13.5%
\$400,000 - \$499,999	7.9%	9.6%	10.8%
\$500,000 - \$749,999	5.3%	6.0%	6.8%
\$750,000 - \$999,999	2.2%	2.5%	2.8%
\$1,000,000 +	0.5%	1.0%	1.2%
Average Home Value	\$285,046	\$299,703	\$310,542

The table above provides a more detailed breakdown of the distribution of income in the area, detailed housing statistics with regards to home value both currently and projected out into the next five years. The average household income for the immediate area is \$54,719 which is around \$4,000 lower than the larger market study. Incomes are projected to increase to around \$60,697 over the next five years and the gap between the immediate area and the larger market study will remain the same. Average home values for the immediate area are \$265,612 which is approximately \$18,000 lower than the larger market study. Over the next five years average home values are projected to increase around \$19,000 but the gap between the immediate area and the larger market study will increase to around \$25,000. This indicates an area of growth but at a slower pace than the larger market study in both income and home values.

### Site to Do Business Executive Summary - Age & Sex Trends

	5 minute	10 minute	15 minute
<b>2010 Population by Age</b>			
Total	4,942	6,697	7,184
0 - 4	4.1%	4.1%	4.0%
5 - 9	4.5%	4.5%	4.4%
10 - 14	4.2%	4.3%	4.2%
15 - 24	11.9%	11.3%	11.0%
25 - 34	17.3%	15.5%	14.8%
35 - 44	13.4%	12.6%	12.3%
45 - 54	16.1%	16.4%	16.4%
55 - 64	13.0%	14.4%	15.0%
65 - 74	9.4%	10.6%	11.2%
75 - 84	4.8%	5.1%	5.3%
85 +	1.3%	1.3%	1.3%
18 +	84.2%	84.0%	84.1%
<b>2014 Population by Age</b>			
Total	5,058	6,848	7,349
0 - 4	3.9%	3.8%	3.7%
5 - 9	4.4%	4.4%	4.3%
10 - 14	4.4%	4.5%	4.4%
15 - 24	12.0%	11.2%	10.9%
25 - 34	17.1%	15.4%	14.7%
35 - 44	13.6%	12.6%	12.2%
45 - 54	13.9%	14.1%	14.2%
55 - 64	14.1%	15.5%	16.1%
65 - 74	10.3%	11.8%	12.6%
75 - 84	4.9%	5.3%	5.5%
85 +	1.4%	1.4%	1.4%
18 +	84.9%	84.8%	85.0%
<b>2019 Population by Age</b>			
Total	5,226	7,094	7,618
0 - 4	3.9%	3.8%	3.7%
5 - 9	4.2%	4.2%	4.1%
10 - 14	4.5%	4.6%	4.5%
15 - 24	11.7%	10.8%	10.4%
25 - 34	16.5%	14.9%	14.3%
35 - 44	13.8%	12.8%	12.4%
45 - 54	12.6%	12.7%	12.6%
55 - 64	13.8%	15.2%	15.8%
65 - 74	11.5%	13.3%	14.2%
75 - 84	5.8%	6.1%	6.3%
85 +	1.7%	1.7%	1.7%
18 +	84.6%	84.6%	84.9%
<b>2010 Population by Sex</b>			
Males	3,036	3,968	4,211
Females	1,907	2,726	2,972
<b>2014 Population by Sex</b>			
Males	3,130	4,085	4,334
Females	1,928	2,762	3,014
<b>2019 Population by Sex</b>			
Males	3,227	4,226	4,489
Females	1,998	2,866	3,129

This table provides a detailed breakdown of the distribution of the population by age and sex over the last four years and projects age trends over the next five years. The data on this chart shows that the population in the area has been stable over the last four years and is projected to stay stable over the next five years. There are no large fluctuations in the age brackets above that would indicate the area is under duress.

### Site to Do Business Executive Summary - Household Composition, Size & Ownership

	5 minute	10 minute	15 minute
<b>2010 Households by Type</b>			
Total	1,684	2,438	2,678
Households with 1 Person	29.1%	28.3%	28.0%
Households with 2+ People	70.9%	71.7%	72.0%
Family Households	65.5%	66.2%	66.5%
Husband-wife Families	55.9%	57.1%	57.8%
With Related Children	17.8%	17.3%	16.8%
Other Family (No Spouse Present)	9.7%	9.0%	8.6%
Other Family with Male Householder	3.1%	3.1%	2.9%
With Related Children	2.1%	2.0%	1.9%
Other Family with Female Householder	6.5%	6.0%	5.7%
With Related Children	4.3%	3.9%	3.6%
Nonfamily Households	5.4%	5.5%	5.5%
All Households with Children	24.8%	23.6%	22.8%
Multigenerational Households	1.7%	1.6%	1.6%
Unmarried Partner Households	4.9%	4.6%	4.5%
Male-female	4.6%	4.4%	4.3%
Same-sex	0.3%	0.2%	0.3%
<b>2010 Households by Size</b>			
Total	1,685	2,438	2,678
1 Person Household	29.1%	28.3%	28.0%
2 Person Household	43.6%	45.2%	46.2%
3 Person Household	12.5%	12.0%	11.6%
4 Person Household	9.3%	8.9%	8.7%
5 Person Household	3.7%	3.7%	3.6%
6 Person Household	1.4%	1.4%	1.3%
7 + Person Household	0.6%	0.6%	0.6%
<b>2010 Households by Tenure and Mortgage Status</b>			
Total	1,684	2,438	2,677
Owner Occupied	73.0%	74.9%	75.9%
Owned with a Mortgage/Loan	44.7%	45.2%	45.4%
Owned Free and Clear	28.3%	29.6%	30.5%
Renter Occupied	27.0%	25.1%	24.1%

This table provides a detailed breakdown of household and relationship status which can influence population stability and lifestyle patterns. The table also details the market's household type demographic, household sizes and mortgage tenure & status information. The data presented on this chart indicates that the immediate area and the larger market study are very similar as the differences between the categories are within 1%-3%.

### Employment Data

According to the United States Census Bureau for 2009-2013, Chaffee County had 56.9% of the population 16 years and over in the labor force. Of the 56.9% there were 52.6% that were employed and 4.3% unemployed. The remaining 43.1% of the population 16 years and over were not in the labor force. The total unemployment rate for this time period was 7.5%. The three largest industries in Chaffee County are Education (17.9%), Arts, entertainment, and recreation services (14.1%) and Retail trade (13.0%).

## Demographic & Income Profile and Trend Analysis

- The population in this area is estimated to change from 2,617 to 2,853, resulting in a growth of 9.0% between 2010 and the current year. Over the next five years, the population is projected to grow by 9.5%.
- The current year median age for this area is 41.8, while the average age is 42.2. Five years from now, the median age is projected to be 41.8.
- The number of households in this area is estimated to change from 953 to 1,064, resulting in an increase of 11.6% between 2010 and the current year. Over the next five years, the number of households is projected to increase by 10.6%.
- The average household income is estimated to be \$61,118 for the current year, while the average household income for the United States is estimated to be \$74,165 for the same time frame.
- The average household income in this area is projected to change over the next five years, from \$61,118 to \$68,186.
- For this area, 91.2% of the labor force is estimated to be employed for the current year.
- Most of the dwellings in this area (71.1%) are estimated to be Owner-Occupied for the current year. For the entire country the majority of the housing units are Owner-Occupied (65.0%).
- The majority of dwellings in this area (84.9%) are estimated to be structures of 1 Unit Detached for the current year.
- The majority of housing units in this area (19.5%) are estimated to have been Housing Unit Built 2000 to 2009 for the current year.

### Summary

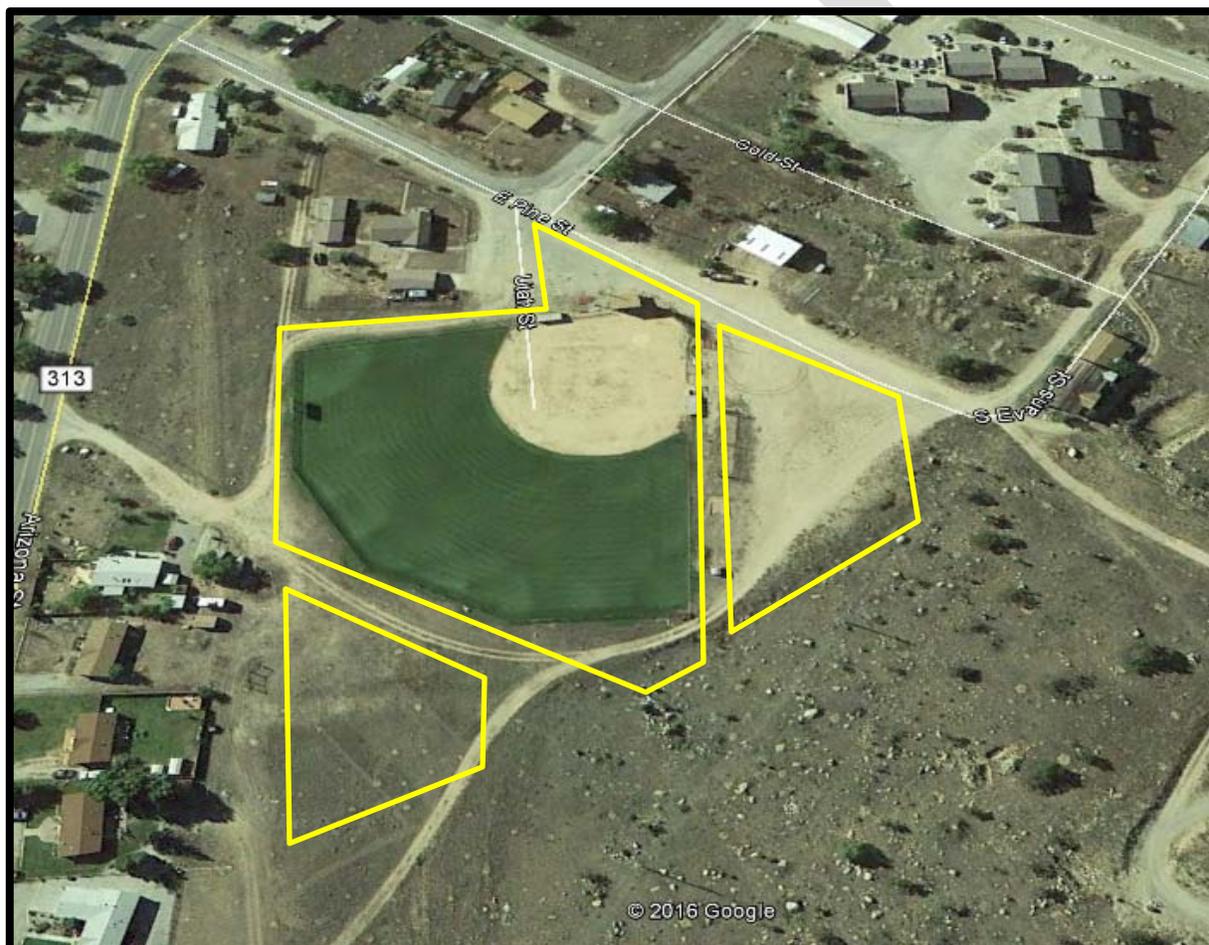
The Town of Buena Vista has intense commercial, retail and office building development. The subdivisions surrounding the commercial and retail corridors have been developed with higher-end homes. The median household income level for residents in this area is at the upper-end of the metropolitan area average. Support services in the neighborhood are plentiful. There are a high degree of restaurants, located along major arterials, a substantial amount of retail shopping within a reasonable driving distance, various hotel accommodations along the I-25 corridor. Centennial Airport provides access for corporate jets, private aircraft and a large number of upper-end residential subdivisions for the work force. The outlook for the neighborhood is for continued moderate growth and limited expansion.

## Site Analysis

### SITE DATA

Physical characteristics of the ball field site are summarized below:

**Shape/Dimension:** According to County records, the subject property consists of three separate parcels of land that are irregular in shape and separated by public rights of way. The alleyway between Blocks 67 & 68 was vacated in May 2016 reducing this site to two parcels. *This was not considered based on the extraordinary assumption presented earlier.* Please refer to the Land Survey found in the Addendum Section of this report.



- Area:** The site contained 209,116 square feet or 4.802 acres according to the land survey prepared by Henderson Land Surveying Co. Inc. dated March 10, 2016. The alleyway vacation increased the site area by approximately 6,475 square feet increasing the total site area to 215,591 square feet.
- Topography:** The sites consist of one parcel improved with a baseball field with support structures and two vacant parcels that accommodate patron parking to support the baseball field. The sites are generally level and at grade with the public rights of way.
- Easements:** I was provided with a land survey but no title commitment policy. The land survey provided does not identify and easements. The subject site is assumed to have typical utility easements along the property lines. No other adverse easements or encroachments were apparent during the inspection.
- Utilities:** The Town of Buena Vista provides water and sewer service. Sangre De Cristo Electric Association provides electricity. Comfurt Gas Company provides natural gas service. Utility lines are adjacent or proximate to the subject sites and contain adequate capacity for site development under the current allowed zoning.
- Access:** The subject sites have developed access along Pine Street, Utah Street, Beldan Street and Evans Street. The Carbonate Street alignment (not improved) divides the ballfield site from the southeastern site (0.845 AC) parcel.
- Floodplain:** According to FEMA map Community Panel No. 080030-0001-C, dated September 30, 1982 the subject site is located in Zone X, defined as areas determined to be outside the 100 to 500-year floodplain.
- Environmental Issues:** I was not provided with an environmental site evaluation. Thus, I make no representations regarding the presence or absence of hazardous materials on this property (See General Assumptions and Limiting Conditions.) No identifiable hazardous material was noted on the site during my site inspection.

- Soils Issues:** I have not been provided with a soil report and cannot comment specifically on the soil conditions, but because of surrounding development, I assume that no soil conditions exist that would adversely affect future development of the property. A qualified soil engineer should be consulted if new construction is contemplated.
- Mineral Rights:** I was not provided with a title commitment policy that addresses this issue and thus, I cannot speak to this issue.
- Street Improvements:** Pine Street is an intermittent asphalt paved and dirt public street. Beldan Street is an asphalt paved street north of Pine Street. Evans Street Utah Street and the Carbonate Street alignment are dirt rights of way. All of these public streets are two-lane through fares.

## Conclusion

The subject parcels are generally irregular shaped sites that are at grade with the adjacent streets. The sites are located in the eastern portion of the Town of Buena Vista in a partially developed area. The sites are located adjacent to an older established residential neighborhood, east of the downtown retail area. Site visibility is considered average for the area.

All utilities are proximate to the sites and have adequate capacity for any of the allowable uses under the current zoning. The site areas are typical for small residential development. The immediate area has average access to main arterials. Based on these attributes, the site is considered to be average for the immediate area.

**Note:** These sites were previously zoned for single-family residential development and were rezoned anticipating a higher density use by the Town. The alleyway vacation was also done in anticipation of redevelopment by the Town before the land swap. *These facts were not considered based on the extraordinary assumption presented earlier.*

## Open Space Site

Physical characteristics of the proposed open space site are summarized below:

**Shape/Dimensions:**

The subject is a portion of the River Park open space parcel. The entire parcel is an irregular shaped parcel of land located in the northeastern part of Town and accessed via East Main Street. The proposed site location is adjacent to existing public improvements as shown below.



- Area:** The proposed site is anticipated to contain approximately 4.00 acres more or less. An exact size was not available.
- Topography:** The proposed site is generally level and at grade with surrounding adjacent facilities within River Park. The site will logically be graded to provide positive drainage away from the improvements.
- Easements:** I was not provided with an ALTA survey or title commitment policy. The subject site is assumed to have typical utility easements within the park. No other adverse easements or encroachments were apparent during the inspection.
- Utilities:** The Town of Buena Vista provides water and sewer service. Sangre De Cristo Electric Association provides electricity. Comfurt Gas Company provides natural gas service. Public utilities are limited to the general area
- Access:** River Park has developed from East Main Street and Riverside Park Road. Public parking is located on the south and east sides of the public facilities.
- Floodplain:** According to FEMA map Community Panel No. 080030-0001-C, dated September 30, 1982 the subject site is located in Zone X, defined as areas determined to be outside the 100 to 500-year floodplain.
- Environmental Issues:** I was not provided with an environmental site evaluation. Thus, I make no representations regarding the presence or absence of hazardous materials on this property (See General Assumptions and Limiting Conditions.) No identifiable hazardous material was noted on the site during my site inspection.

- Soils Issues:** I have not been provided with a soil report and cannot comment specifically on the soil conditions, but because of surrounding development, I assume that no soil conditions exist that would adversely affect future development of the property. A qualified soil engineer should be consulted if new construction is contemplated.
- Mineral Rights:** I was not provided with a title commitment policy that addressed this issue and thus, I cannot speak to this issue.
- Street Improvements:** East Main Street is two-lane, asphalt paved collector street that is improved with concrete curbs, gutters and sidewalks up to River Park. East Main Street continues through the park as a dirt road until joining with Riverside Park Drive, a dirt road that connects with Swick Avenue to the northwest.

## **Conclusion**

The proposed site is part of the River Park open space area, a public park that is improved with two baseball diamonds, two tennis courts and a large soccer field. The proposed site will be irregular in shape but allows for development of an additional baseball field. The proposed site will be at grade with surrounding public development and East Main Street. Site visibility is considered average. Public facilities are available to the proposed site. The subject is zoned open space and a change in zoning is not possible without voter approval. The size of the proposed site is specific to the needs of the Town and the School District for the proposed land swap.

## Industrial Site

Physical characteristics of the industrial site are summarized below:

**Shape/Dimensions:** The proposed subject site is a portion of a 35.0 acre parcel of land. The site will be subdivided to allow for a rectangular five acre site with frontage along Gregg Drive and Rodeo Road.



**Area:** The existing site contains 1,524,600 square feet or 35.0 acres according to the Chaffee County Assessor's office. The proposed site is a 5 acre parcel or 217,800 square feet.

**Topography:** The site is proposed as a corner lot that is level and at grade of Gregg Drive and Rodeo Road. The site is generally level and slopes gently downward to boundary streets for drainage.

- Easements:** I was not provided with an ALTA survey or title commitment policy. The subject site does not currently have typical utility easements along the property lines. These easements are assumed to be granted at time of subdivision. No other adverse easements or encroachments were apparent during the inspection.
- Utilities:** The Town of Buena Vista provides water and sewer service. Sangre De Cristo Electric Association provides electricity. Comfurt Gas Company provides natural gas service. Public utilities are limited to the general area
- Access:** The subject property has no developed access at this time. Developed access is assumed to be from both Gregg Drive and Rodeo Road, which form the south and east boundaries of the prospered site.
- Floodplain:** According to FEMA map Community Panel No. 080269-0210-B, dated March 4, 1987 the subject site is located in Zone X, defined as areas determined to be outside the 100 to 500-year floodplain.
- Environmental Issues:** I was not provided with an environmental site evaluation. Thus, I make no representations regarding the presence or absence of hazardous materials on this property (See General Assumptions and Limiting Conditions.) No identifiable hazardous material was noted on the site during my site inspection.
- Soils Issues:** I have not been provided with a soil report and cannot comment specifically on the soil conditions, but because of surrounding development, I assume that no soil conditions exist that would adversely affect future development of the property. A qualified soil engineer should be consulted if new construction is contemplated.
- Mineral Rights:** I was not provided with a title commitment policy that addressed this issue and thus, I cannot speak to this issue.

**Street Improvements:** Gregg Drive and Rodeo Road are two-lane dirt roads that function as minor collector streets in the southwestern portion of the Town of Buena Vista.

### **Conclusion**

The proposed subject lot will reportedly be subdivided as a generally rectangular shaped site that is at grade with the adjacent streets. The site is located on the northwest corner of Gregg Drive and Rodeo Road in the Town of Buena Vista. The site is located west of an established industrial neighborhood, surrounded by undeveloped land. Site visibility is considered good.

No utilities are to the site and will be required to be extended along Gregg Drive. The proposed site area is typical for small industrial user lots within the general industrial market. The immediate area has average access to main arterials. Based on these attributes, the site is considered to be average for the immediate area.

The size of the proposed site is specific to the needs of the Town and the School District for a land swap, should the River Park site not be approved by the voters.

## ZONING

**Ballfield Sites B-1:** Two of the sites (Block 67 & 68) are zoned R-1/OT (Old Town) and R-2/OT and Block 74 is zoned R-2/OT. The Old Town zoning designation allows for single-family development on a 2,500 square foot lot. Front setbacks are 15 to 25 feet, with 3 foot side setbacks and a 5 foot rear setback. The southeast site (Block 74) is zoned R-2/OT. in the Town of Buena Vista. All three of these parcels contain paper-platted lots.

**Extraordinary Assumption:** The Town of Buena Vista and Buena Vista School District R-31 entered into an agreement for a land swap that included the fore knowledge that the Town would be vacating a public alleyway to provide a land assemblage and rezoning of the baseball field parcels to allow for a higher residential density use by the Town. These events reflect an anticipated use value and as such, have not been considered in the conclusion of market value.

**River Park Special Recreational:** River Park is one of two special recreational districts located within the Town of Buena Vista. River Park is located in the northeastern portion of the Town of Buena Vista adjacent to the River. These districts are established by voter approval and any development within the district is restricted to recreational uses only.

**Gregg/Rodeo Site I-1:** The proposed site is a portion of a larger site that is zoned I-1 in the Town of Buena Vista. The I-1 zone is designated for general industrial. Uses by right include all types of industrial uses.

## DESCRIPTION OF THE IMPROVEMENTS

**Ballfield Site:** The main ballfield site (3.021 Ac) is the only location with vertical development. It is assumed that the intended users of this report are familiar with these improvements. The purpose of this report is for valuation of the various sites to be used in a land swap between the Town and the District, therefore no further discussion of the existing improvements has been provided. The photographs at the beginning of this report show these improvements as of the effective date of value.

**TAXES AND ASSESSMENTS**

All of the existing and proposed subject sites are owed by public entities and such are exempt from taxation. It is assumed that the intended users of this report are aware of the assessor parcel numbers and are not presented but retained within my files.

Draft

## *Highest and Best Use*

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The following definitions of highest and best are taken from *The Dictionary of Real Estate Appraisal, Fifth Edition, Pages 93-94*:

- ***Highest and Best Use*** - the reasonably probable and legal use of vacant land or an improved property that is physically possible, appropriately supported, financially feasible, and that results in the highest value. The four criteria the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum productivity. Alternatively, the probable use of the land or improved property-specifically with respect to the user and timing of the use-that is adequately supported and results in the highest present value.
- ***Highest and Best Use of Land or a Site as Though Vacant*** - Among all reasonable, alternative uses, the use that yields the highest present land value, after payments are made for labor, capital, and coordination. The use of a property based on the assumption that the parcel of land is vacant or can be made vacant by demolishing any improvements.

### **As If Vacant**

***Ballfield Sites - Legally Permissible:*** In concluding to the highest and best use of the land, as if vacant, only those uses, which are legally permissible or reasonably probable, can be considered. The three sites that make up the land owned by the School District are proximate to single and multi-family residential development. The Town of Buena Vista's zoning map indicates that zoning proximate to the subject sites consists of R-1/OT and R-2/OT uses. Considering the character of the neighborhood, a change in zoning is not considered likely.

***Physically Possible:*** The three sites that make up the land owned by the School District are divided by existing and future public rights of way. This reduces the development potential to individual sites rather than a cohesive single development. The individual site shapes reduce individual site utility considering setbacks and infrastructure costs to provide public roads and various utilities to the individual sites. The subject sites have predominately level topographies. The drainage on these sites is minimal due a lack of site grading.

Soil conditions, as evidenced by sites proximate to the subject, are capable of supporting development. Therefore, development restrictions exist on each site including off site cost for road and utility extensions, site configuration, size and setbacks.

**Financially Feasible:** It is financially feasible to develop the three sites at the present time. The 40,794 Sq. Ft. site (Block 68) adjacent to Pine and Evans Street lacks any public water service, which will have to be extended to the site and looped to allow for adequate fire flow pressure and future development to the east and southeast. The eastern portion of the site is traversed by overhead power lines which also reduce site utility. These lines will require relocation to the site perimeter. A public road may be required to be extended south from Evans Street along the east property line to connect with the Carbonate Street alignment to allow for adequate fire access. New public roads are required to be asphalt paved.

The 131,587 Sq. Ft. site (Block 66 & 67) has both public water and sewer service. Public water is stubbed from Pine Street. Public water must be extended in a loop system to allow for future development of adjacent vacant land parcels and to allow for adequate fire flow pressure. Public sewer bisects the center of the site from northwest to southeast. The site will require additional access along the south and east property lines by extending Evans Street south and the Carbonate Street alignment to be extended east to intersect with the Evans Street alignment. The existing baseball field improvements are not substantial and can be removed at a modest cost.

The 36,789 Sq. Ft. site (Block 74) aligned with future Carbonate Street lacks public water service, which will have to be extended to the site Pine Street and looped to allow for adequate fire flow pressure and future development to the northeast and east. Carbonate Street will have to be extended from Arizona Street along the west property line.

**Maximally Productive:** After considering the character of the neighborhood and the site restrictions imposed by required off-site costs consisting of public road development, extensions and looping for public water and sewer lines, zoning and setbacks, the most probable use for the subject sites would be for residential development. This type of use would be consistent with the surrounding neighborhood and current market conditions.

**Summary:** After considering the characteristics of the neighborhood and the site restrictions imposed by zoning and the physical constraints of the three sites, the most probable use for the subject, as vacant, would be for residential development. Thus, the highest and best use of the land, as if vacant, is for single-family residential development under the R-1/OT and R-2/OT zoning. The most likely buyer would be a developer.



**River Park - Legally Permissible:** In concluding to the highest and best use of the land, as if vacant, only those uses, which are legally permissible or reasonably probable, can be considered. The subject property is part of the River Park public recreational area in the Town of Buena Vista. This area is zoned S-1 (Special Recreation Zone) and uses by right are restricted to any public use. Any change in zoning must be approved by a vote of the people. Therefore, a change in zoning is not possible without voter approval.

**Physically Possible:** The proposed location of the subject is adjacent to existing recreations areas consisting of two baseball fields and one soccer field. The proposed site has pedestrian access from adjacent roadways and parking areas including public restrooms. The proposed site is generally level and at grade with the surrounding improvements. The site configuration is planned as generally rectangular and would be graded to allow for positive drainage. Public utilities are within the park. Soil conditions, as evidenced by sites proximate to the subject, are capable of supporting development. Therefore, few development restrictions exist and none are more restrictive than zoning.

**Financially Feasible:** Unlike properties that are market driven, this site is restricted to public purposes. As such, the site valuation “as-if-vacant” is restricted to open space which could be dedicated at time of development, gifted to the Town for a tax donation or be acquired by the Town for park expansion. Thus, it is not financial feasible to develop the subject at this time by anyone but a public entity.

**Maximally Productive:** After considering the character of the neighborhood and the site restrictions imposed by zoning, the most probable use for the subject is for development of the site for some public purpose. This type of use would be consistent with the existing zoning.

**Summary:** After considering the characteristics of the neighborhood and the site restrictions imposed by zoning, the most probable use for the subject, as vacant, would be development with a public use. The most likely buyer would be the Town of Buena Vista.

Baseball Field Proposed Location



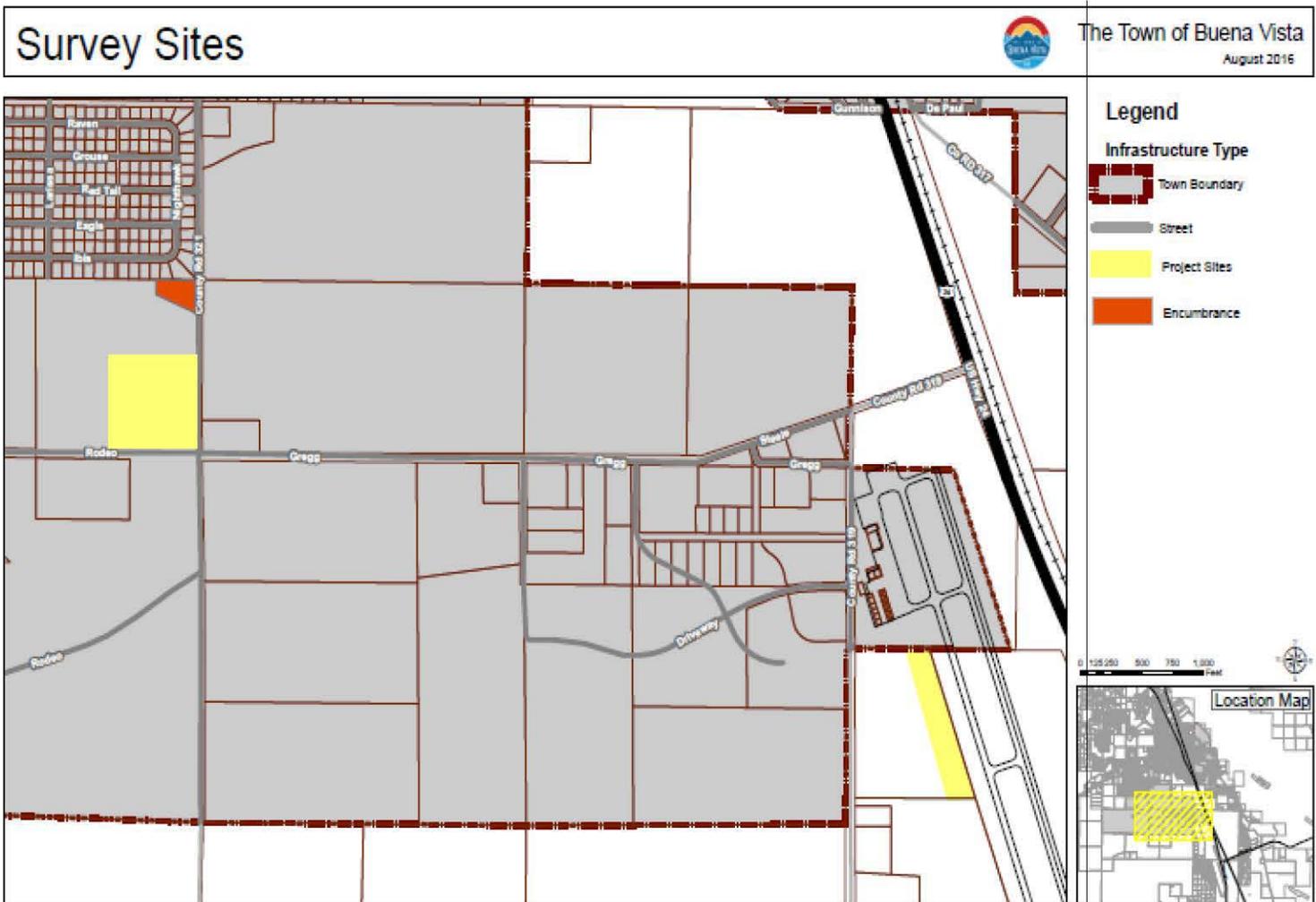
**Industrial Parcel - Legally Permissible:** In concluding to the highest and best use of the land, as if vacant, only those uses, which are legally permissible or reasonably probable, can be considered. The subject property is part of a 35 acre parcel located on the northwest corner of Gregg Drive and Rodeo Drive in the southwest portion of the Town of Buena Vista. This area is zoned I-1 (Industrial) and uses by right include all types of industrial uses.

**Physically Possible:** The proposed location of the site is adjacent to the intersection of two collector streets. The proposed site configuration is rectangular in shape and is at grade with the boundary streets, which allows for positive drainage. There are no public utilities in this area. Soil conditions, as evidenced by sites proximate to the subject, are assumed capable of supporting development. Therefore, few development restrictions exist and none are more restrictive than zoning.

**Financially Feasible:** It is not currently financially feasible to develop this property with an industrial use at the present time. The site is located in a partially improved industrial area that contains a substantial amount of vacant land that is closer to public water. The cost of extending public water to the site is cost prohibitive.

**Maximally Productive:** After considering the character of the neighborhood and the site restrictions imposed by zoning, the most probable use for the subject is to hold for future industrial development when demand is evidenced.

**Summary:** After considering the characteristics of the neighborhood and the site restrictions imposed by zoning and the lack of public utilities, the most probable use for the subject, as vacant, would be to hold for future industrial development. The most likely buyer would be a speculator or investor.



## **VALUATION OVERVIEW**

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The **cost approach** begins with estimating land value. Construction costs for the improvements are then estimated and adjusted for accrued depreciation from all sources. The land value is then added to the depreciated value of the improvements to develop the value estimate by this approach.

The **income capitalization approach** is a process of converting an anticipated income stream into a value estimate. This approach is founded on the principle of anticipation, which states that the perception of value is created by the expectation of future benefits.

In order to convert anticipated economic benefits of a property into a value estimate, income and expenses must be estimated, with the resulting net income capitalized into a value estimate. I have selected direct capitalization as being the most appropriate method. For office properties in an area that has a high occupancy level, rental income and operating expenses can be accurately quantified to derive a stabilized net operating income estimate. The estimated net operating income is then capitalized by an overall capitalization rate to derive the fee simple value.

In the **sales comparison** approach to value, the value of the subject property is estimated by comparing the subject property to recently sold similar properties. The comparable sales are adjusted for differences to arrive at an indication of value for the subject property.

The subject properties are vacant land parcels and thus, have been valued using the sales comparison approach.

## SALES COMPARISON APPROACH

### Ball Field Parcels

In the sales comparison approach, the value is estimated by comparing the subject property to sales or listings of similar properties in the marketplace. These sales are then compared and adjusted for differences with the subject.

The subject property consists of three separate parcels of paper-platted land that allow for single-family development on a minimum 2,500 square foot lot. Parcel #1 is a 40,794 Sq. Ft. site (Block 68) that is platted with 11 lots. Due to the lot configuration, this block would allow for 9 residential lots.

This parcel is located adjacent to Pine and Evans Street and lacks any public water service, which will have to be extended to the site from Beldan Street approximately 300 feet at an estimated cost of \$13,500 (300 feet x \$45.00/LF). The eastern portion of the site is traversed by overhead power lines which will have to be relocated to maximize site utility (minimal cost). Pine Street will need to be asphalt paved from Beldan Street approximately 460 feet at an estimated cost of \$46,000 (460 feet x \$100/LF). Nevada Street will need to be paved from Pine Street approximately 178 feet at an estimated cost of \$17,800 (178 feet x \$100/LF). A public road may also be required to be extended south from Nevada Street along the east property line approximately 174 feet for a future connection with the Carbonate Street alignment to allow for adequate fire access.

There have been no sales of R-1/OT and R-2/OT zoning lots in the immediate area for several years. One recent sale of a B-1 zoned parcel was found at 642 Cedar Street that occurred in May 2015. This property had been marketed for 1,044 days and sold for \$144,000 for a 0.32 acre site (14,061 SF). All utilities were to site and no off site costs were reported. The site allowed for 4 residential lots indicating a lot price of \$35,000 per lot for a 3,515 square foot lot. The site has been cleared (cost unknown) and two of the lots are currently offered for sale at \$70,000 per lot for more than a year. Due to the lack of comparable sales in the immediate area, I have analyzed this sale in depth on a per lot basis for comparability.

The median new home price in Buena Vista is \$325,000 for an average house size of 1,500 square feet. This equates to \$216.67 per square foot of livable area including land or \$170.00 per square foot excluding land, which is supported by residential sales in the Buena Vista area. A recent improved home sale along Pine Street proximate to the subject was sold for \$320,000. Thus, a finished lot selling for \$70,000 would represent 21.5% of a base home price which is typical for residential development.

The acquisition price indicated a per lot value of \$35,000 per lot for a 3,515 square foot lot, which is similar in size to the subject lots. Thus, Block 68 contains 9 lots with an indicated price of \$315,000 (9 lots x \$35,000). Deductions for offsite costs presented above total \$77,300 reducing this amount to \$237,700 (\$325,000 - \$77,300). The 642 Cedar Street sale required approximately three years to market, and thus a discount for time is indicated. This discount rate should not only reflect time but also competition from the sale of Block 66 & 67 (28 lots) and Block 74 (8 lots). This discount would best be described as a bulk discount which would reflect these factors.

On July 27, 2015, the Town of Buena Vista acquired nine industrial lots that accounted for the bulk of a paper-platted subdivision adjacent to the airport that had been listed for many years. This acquisition was not part of an eminent domain process and the seller confirmed that they were under no obligation to sell. These lots sold at a reported discount of 35%. In the case of the subject however, it must compete against other parcels containing a total of 36 lots and a larger discount is indicated. Considering the amount of competition, and marketing period that could extend beyond 5 years, I have utilized a 50% discount rate. Therefore, applying a 50% discount to \$237,700 reduces the estimated value to \$118,850 ( $\$237,700 \times 0.50$ ), rounded to **\$120,000** for Block 68.

Parcel #2 (Block 66 & 67) is a 131,587 Sq. Ft. site zoned for 28 paper-platted residential lots that allows for a minimum 2,500 square foot lot. This parcel is located adjacent to Pine and Evans Street and has all public utilities to the site. The site may be required additional access extending 560 feet from Arizona Street along the Carbonate Street alignment and the south line. The site may also require additional access along the east property line by extending north to Evans Street from the Carbonate Street alignment. The cost for extending Carbonate Street from Arizona Street, if required, is estimated at \$56,000 (560 feet x \$100.00/LF). The existing baseball field improvements are not substantial and can be removed at a modest cost.

Block 66 & 67 contains 28 lots, which would indicate a price of \$980,000 (28 lots x \$35,000). A possible deduction for offsite costs are estimated at \$56,000 reducing this amount to \$924,000 (\$980,000 - \$56,000). The discount concluded for Block 68 was concluded at 35% for 9 lots. In this case, 28 lots would take considerable longer to absorb and requires a larger discount. After considering supply/demand, I conclude a 65% discount rate which would reflect a 10 year holding period at a 10% discount rate. This would equate to a present value of **\$325,000**.

Parcel #3 (Block 74) is a 36,789 Sq. Ft. site zoned for 8 paper-platted residential lots that allows for a minimum 2,500 square foot lot. This parcel is located east of Arizona Street along the future Carbonate Street and lacks public water service, which will have to be extended approximately 550 lineal feet from Arizona Street and will be looped to allow for adequate fire flow pressure, possible northeast and east to connect with Pine Street. The cost for extending Carbonate Street from Arizona Street is estimated at \$24,750 (550 feet x \$45.00/LF). Carbonate Street will have to be extended 300 feet from Arizona Street along the west property line. The cost for extending Carbonate Street from Arizona Street, is estimated at \$30,000 (300 feet x \$100.00/LF).

Block 74 contains 8 lots, which would indicate a price of \$280,000 (8 lots x \$35,000). Deductions for offsite costs presented above total \$54,750 reducing this amount to \$225,250 (\$280,000 - \$54,750). I have utilized the same 50% discount rate as concluded with Block 68. Therefore, applying a 50% discount to \$225,250 reduces the estimated value to \$112,625 (\$225,250 x 0.50), rounded to **\$115,000** for Block 74.

### **River Park**

The proposed location of the subject is adjacent to existing recreations areas consisting of two baseball fields and one soccer field and open space. The proposed site is approximately 4 acres and has pedestrian access from adjacent roadways and parking areas including public restrooms. The subject property is part of the River Park public recreational area in the Town of Buena Vista. This area is zoned S-1 (Special Recreation Zone) and uses by right are restricted to any public use. Any change in zoning must be approved by a vote of the people. Due to current zoning, only open space sales would be appropriate to consider.

I was unable to find any open space sales in Buena Vista, Salida, Nathrop or Poncho Springs. I have valued open space properties in Lyons, Parker and Arapahoe County. These sales consisted of properties that had little or no development potential. These properties were acquired for public use such as trail and open space use. The prices paid for these properties ranged from \$0.40 to \$1.00 per square foot depending on property size. Typically, smaller properties sell for a higher price per square foot than larger properties. Based on the 4.0 acre size of the subject, I conclude to the upper end of the range or \$0.85/SF.

As a test of reasonableness, I have considered three sales in Chaffee County located in areas that have little development potential for the foreseeable future.

Sale #1 is a 21.11 acre parcel located south of Antero Circle, north of 317 and west of 313. This site is offered for sale with an asking price of \$350,000 or \$0.38/SF. The site is zoned for multi-family use and has been on the market for 654 days.

Sale #2 is a 4.9 acre parcel located along Highway 24, immediately northeast of Ice Pond. This parcel was reportedly marketed for 983 days and sold for \$140,000 or \$0.66 per square foot. The site is zoned I-2 and was acquired as an investment.

Sale #3 is addressed at 8824 County Road 150 in Salida. The site contains 14.03 acres and sold for \$250,000 or \$0.41 per square foot. The site is zoned for single-family development.

When arrayed, these sales generally support the assumption that smaller properties sell for a higher price per square foot than larger properties. The sale price per square foot of these properties falls within the open space range presented above. I have also reviewed sales of single family lots in the county found generally north of Ice Pond. One item of note was that single family lot sales along the river sold 40% above those without river frontage from 2015 through 2015. The subject is part of River Park, which does have river frontage and would therefore have a higher value than the three sales presented above. This would also support a value at the upper end of the open space range. After considering these various factors, I conclude to a land value of \$148,104 (174,240 SF x \$0.85/SF), rounded to **\$150,000**.

### **Industrial Land**

The proposed subject site is a portion of a 35.0 acre parcel of land. The site will be subdivided to allow for a rectangular five acre site with frontage along Gregg Drive and Rodeo Road. The existing site contains 1,524,600 square feet or 35.0 acres according to the Chaffee County Assessor's office. The proposed site is a 5 acre parcel containing 217,800 square feet. The site is located on the northwest corner of Gregg Drive and Rodeo Road in the Town of Buena Vista. The proposed site area is typical for small industrial user lots within the general industrial market.

The site is located west of an established industrial neighborhood, surrounded by undeveloped land. Site visibility is considered good. There are no public utilities to the site and they must be extended approximately 1 mile along Gregg Drive and 1,900 lineal feet north along Rodeo Road.

The Town's total estimated cost for these extensions is approximately \$1,000,000. It is noted that these extensions are for the entire area, not specifically for the subject. The subject's estimated pro-rata share of these costs is \$165,000 of 16.5% of the total project.

There have been a number of industrial land sales in the immediate area over the last three years. These sales include:

1. 481 Gregg Drive, which transferred in August 2016 for a stated consideration of \$400,000 for a 5.47 acre site. This sale equates to a unit price of \$1.68 per square foot. The site is rectangular in shape and has utilities to the site.
2. 101 Tail Winds Drive transferred in April 2016 for a stated consideration of \$82,500 for a 2.73 acre site. This sale equates to a unit price of \$0.69 per square foot. The site is rectangular in shape and has no utilities to the site.
3. 100 Tail Winds Drive transferred in March 2016 for a stated consideration of \$75,800 for a 2.05 acre site. This sale equates to a unit price of \$0.85 per square foot. The site is rectangular in shape and has no utilities to the site.
4. Lot A-4 Amended in the Colorado Center sold in March 2013 for a stated consideration of \$300,000 for a 1.97 acre site. This sale equates to a unit price of \$1.97 per square foot. The site is rectangular in shape and has utilities to the site.
5. The Carpenter industrial land holds consisting of Lots 3 thru 10 inclusive was acquired by the Town of Buena Vista in July 2015 for a stated consideration of \$491,000. A portion of these holding included an airplane hangar with an allocated value of \$235,000. The land component totaled 13.81 acres of 601,562 square feet. The allocated consideration totaled \$256,000 or \$0.43 per square foot. The lots have access to a common well but lack sewer service.

All of these sales transferred the fee simple interest on a cash-to-seller basis. No unusual motivation was reported in these transactions and no adjustment for time is required. The only adjustments that warrant consideration are size and utilities. Sale #1 and #4 had public utilities to site and a \$1.00 per square foot adjustment is considered appropriate.

Typically, smaller properties sell for on a higher dollar per square foot basis than larger properties. Sale #1 and #2 are of a similar size and require no further adjustments. Sale #3 and #4 are smaller than the subject and require a downward adjustment. Sale #5 is substantially larger than the subject and requires an upward adjustment.

After considering the net adjustments to these sales, I conclude a unit price of \$0.65 per square foot. Thus, the subject property, as proposed, has a market value of \$152,462, (217,800 SF x \$0.70/SF), rounded to \$155,000.

## *Reasonable Marketing Time*

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Marketing time differs from exposure time. A reasonable marketing time is defined as follows:

"An estimate of the amount of time it might take to sell a property interest in real estate at the estimated market value level during that period immediately after the effective date of an appraisal."<sup>2</sup>

To estimate reasonable marketing time, the criteria for estimating reasonable exposure time are expanded. Marketing time is an estimated amount of time it might take to sell a property interest in real estate at the estimated market value during the period immediately after the effective date of an appraisal.

Please note that the indicated value by the Income Approach represents a cash equivalent price which reflects the end product of any preceding discounting during the listing period. Published statistics tend to be skewed by the calculation of the statistic from the *last* list price and may not reflect previous market exposure at a higher original price. On this basis, it appears reasonable to assume that if *properly priced and marketed*, the exposure and marketing time for the subject should be one year or less.

After considering all of the factors involved, it is my opinion that the reasonable marketing time for the subject properties after the initial exposure time is approximately 5 plus years.

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<sup>2</sup>Appraisal Standards Board of the Appraisal Foundation, Advisory Opinion G-7; September 16, 1992.

## Certification

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I certify that, to the best of my knowledge and belief, ...

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analyses, opinions and conclusions.
- I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- I have not performed real estate services, as an appraiser, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice* of the Appraisal Foundation and the requirements of the Code of Professional Ethics and the Standards of Professional Appraisal Practice of the Appraisal Institute.
- Harold S. McCloud, MAI has made a personal inspection of the property that is the subject of this report.
- No one provided significant real estate appraisal assistance to the person signing this certificate.
- The use of this report is subject to the requirements of the Appraisal Institute and the Appraisal Foundation relating to review by their duly authorized representatives.

- As of the date of this report, Harold S. McCloud, MAI has completed the requirements of the continuing education program of the Appraisal Institute.
- The appraisal assignment was not based on a requested minimum valuation, a specific valuation, or the approval of a loan.
- **Extraordinary Assumption:** The Town of Buena Vista and Buena Vista School District R-31 entered into an agreement for a land swap that included the fore knowledge that the Town would be vacating a public alleyway to provide a land assemblage and rezoning of the baseball field parcels to allow for a higher residential density use by the Town. These events reflect an anticipated use value and as such, have not been considered in the conclusion of market value.
- In my opinion, the Market Value of the Sub-Leasehold Interest, as of September 1, 2016 is:

**FINAL VALUE ESTIMATE, FEE SIMPLE INTEREST**

<b>Baseball field</b>	
Parcel #1	\$120,000
Parcel #2	\$370,000
Parcel #3	\$115,000
<b>River Park Open Space</b>	<b>\$150,000</b>
<b>Gregg and Rodeo</b>	<b>\$155,000</b>



Harold S. McCloud, MAI  
 Certified General Appraiser  
 in Colorado #CGO1313633

## *Qualifications of the Appraiser*

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**NAME:** Harold S. McCloud

**EDUCATION:** Bachelor of Arts, Metropolitan State College May, 1991, Major: History: Minor: Real Estate - Various Classes & Continuing Education Seminars

**APPRAISAL ASSOCIATIONS:** **MAI** (Member, Appraisal Institute), Certificate No. 9758, December 1992  
Colorado Chapter President 2006  
Region 2 - Regional Representative-Variou Years  
Colorado Chapter Director 1993-2002  
Approved Appraiser - Colorado Department of Transportation  
Review Appraiser - Colorado Department of Transportation

**MEMBER OF:** President, Parker Properties I (Closed), Canterbury I & II Metropolitan Districts, 1990-Present  
President-Canterberry Crossing (1,700 homes) 1993-2000  
Council-member-Town of Parker 1994-1996  
Member: DRCOG, CML & E-470 Authority 1994-1996  
Member: National Golf Foundation - 1996-Present

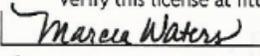
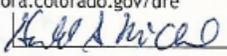
**STAFF INSTRUCTOR:** Arapahoe Community College and Emily Griffith Opportunity School - 1993-1999  
Marshall & Swift – Marshall Valuation Service

**APPRAISAL INSTITUTE INSTRUCTOR:**  
Course-Appraisal Principles  
Course-Appraisal Procedures  
Course-Sales Comparison Approach  
Course-Site Valuation & Cost Approach  
Course-Income Capitalization Approach Part I  
Course-Income Capitalization Approach Part II  
Course-Real Estate Finance, Statistics & Valuation Modeling  
Course-Market Analysis & Highest and Best Use  
Course-Advanced Market Analysis & Highest and Best Use  
Course-Advanced Income Capitalization Approach  
Course-Advanced Concepts & Case Studies

**Various one-day Seminars**

- Business Practices and Ethics
- Subdivision Valuation
- Marketability Studies: 6 Step Process Basic Applications
- Two-Day Advanced Income Capitalization/Part A
- Two-Day Advanced Income Capitalization/Part B

**LICENSES:** Certified General Appraiser in Colorado - #CGO1313633  
 Colorado Real Estate Broker - #ER01100755  
 Class B Contractors License (inactive)  
 Certified – Master Scuba Diver

Colorado Department of Regulatory Agencies Division of Real Estate Harold Smith McCloud Certified General Appraiser	
<u>CG 001313633</u>	<u>01/01/2016</u>
License Number	Issue Date
<u>Active</u>	<u>12/31/2017</u>
License Status	Expiration
Verify this license at <a href="http://dora.colorado.gov/dre">http://dora.colorado.gov/dre</a>	
	
Director: Marcia Waters	Licensee Signature

**BUSINESS  
AFFILIATIONS:**

McCloud & Associates  
 18690 East Plaza Drive, Suite #109  
 Parker, Colorado 80134  
**Telephone:** 720-747-4710  
**Fax:** 303-805-9910  
**E-Mail:** [hdmcccloud@comcast.net](mailto:hdmcccloud@comcast.net)

**APPRAISAL EXPERIENCE:**

**Land:** Commercial pads, residential, multi-family, industrial and commercial parcels, residential & commercial subdivisions from 100 to 3,600 acres

**Adams County:** Land area 100 acres to 640+ acres (**Subdivisions:** Big Dry Creek, Buffalo Run, Buckley Ranch, Fallbrook Farms and Turnberry)

**Arapahoe County:** Land area 100 acres to 800+ acres (**Subdivisions:** Antelope Hills, Estancia and Southshore)

**Broomfield County:** Land area 30 acres to 2,000+ acres (**Subdivisions:** Wildgrass, Hyland Village and Vista Ridge)

**Douglas County:** Land area 100 acres to 3,600+ acres (**Subdivisions:** Hunting Hills, Stroh Ranch, Canterbury Crossing, Pine Bluffs, Idyllwilde, Dawson Ridge, Hidden Valley, Plum Creek, Bell Mountain Ranch, Perry Park, Sageport, Puma Ridge and Castle Pines)

- Jefferson County:** Land area 100 acres to 1,500+ acres
- Elbert County:** Land area ¼ Section to 2,500+ acres (**Subdivisions:** Blue Sky Ranch and Spring Valley Ranch)
- Weld County:** Land area 50 to 320+ acres (**Subdivisions:** Bartley, Mesa Ridge & Ridgeland III)

**Apartments:** Low, Medium & High-rise buildings, projects & condominiums from 6 to 800 units

**Industrial:** Single & Multi-tenant buildings from 1,000 to 1,300,000 square feet

**Office:** Low, Medium & High-rise buildings & projects, condominiums from 2,000 to 500,000 square feet Class C to AA

**Retail:** Single & Multi-tenant buildings, Stand-alone, Small Strip Center to Super Regional Mall

**Special Purpose:**

Aggregate production, airplane hangars/terminals, bowling alleys, casinos, car washes, conference centers, congregate care facilities, day-care facilities, gentlemen's clubs, golf courses & driving ranges, hotels, ice arenas, mobile home parks, marina's, motels, mini-marts, quick-lubes, recreational properties, restaurants, theaters veterinary clinic/hospitals and water storage facilities. Furniture, Fixtures & Equipment and Business component valued and presented separately.

**Construction Experience:**

I have been licensed as a general contractor since 1977, and have extensive bid estimation experience. I have processed the reproduction cost for more than 700 properties using the quantity survey method per the Construction Specifications Institute (CSI). I last functioned as a general contractor by constructing my own 3,028 square foot office building in Parker that received its certificate of occupancy in November 2004. I am a Marshall & Swift instructor and have passed the Marshall Cost Estimation Course.

**Interests:** Fee simple, leasehold and leased fee interests. Condominium and partial ownership interests and right-of-way & facade easements. Historic designations, historic districts and national landmarks

**Major Assignments:**

**Douglas County** - Eminent Domain - various projects  
**National Park Service** – Grand Canyon National Park  
 Yellowstone National Park  
 Grand Teton National Park  
 Mesa Verde National Park  
 Lake Mead National Recreation Area  
 Glen Canyon National Recreation Area

**CAREER HISTORY:**

Owner, McCloud & Associates and Unique Properties Valuation and Consulting. Principal Appraiser with MacTaggart and Mosier from 1990 to 1995; Associate Appraiser with Joseph Farber & Company, Inc. from 1986 to 1990. Two years with John Ratkovich, Century 21 as a commercial real estate salesman. From 1969 to 1984, Held various positions in construction from journeyman to management

**E & O INSURANCE** Zurich American Insurance Company - #EOC 9827639 01

**EXPERT WITNESS TESTIMONY**

- Adams County District Court
- Arapahoe County District Court
- Boulder County District Court
- Denver District Court
- Douglas County District Court
- Elbert County District Court
- Gilpin County District Court
- Jefferson County District Court
- Summit County District Court
- Weld County District Court
- Anoka County District Court, Minnesota
- Cook County, Illinois
- Santa Fe, New Mexico
- Numerous tax appeals at County & State level
- US Tax Court

**ADDENDUM**

Draft

## Comparable Sales Considered

Land Sales - Buena Vista								
Sale No..	Location/Parcel Number	Legal Description	Sale Date	Sale Price	Price/SF	Size		Grantor/Grantee (Recording)/ Comments
						Sq. Ft.	Acres	
	481 Gregg Drive, Buena Vista/ 327120100154	Lot A-6 Ammended Colorado Center PUD Amended Final Plat Filing 1	08/01/16	\$ 400,000	\$ 1.68	238,196.00	5.47	Ridgeway Development Group Inc/Harder Diesslin Development Group LLC (428481 - Chaffee County) Sale had access to road, water and sewer for improvements Zoning I-1 Buena Vista
	101 Tail Winds Dr Buena Vista/ 327121300003	Lot 3 Southwinds Minor Subdivision	04/22/16	\$ 82,500	\$ 0.69	118,919.00	2.73	Ronald W Southard/Equity Trust Co (426401-Chaffee County) Sale has access to road, water and sewer for improvements.) Zoning Industrial County
	100 Tail Winds Dr Buena Vista/ 327121300004	Lot 4 Southwinds Minor Subdivision	03/31/16	\$ 75,800	\$ 0.85	89,298.00	2.05	Ronald W Southard/Donna Lynn Davis (426073 - Chaffee County) Sale has access to road, water and sewer for improvements.Zoning I-1 Buena Vista
	County Rd 319 Buena Vista / 327121300004	Lot A-4 Amended Colorado Center PUD Amended Final Plat Filing 1	03/11/16	\$ 300,000	\$ 1.97	152,412.00	3.50	Ridgeway Development Group Inc/Yogi Mountain LLC (425694 - Chaffee County) Sale has access to road, water and sewer for improvements Zoning Industrial County
	642 Ceder Street, Buena Vista / 327109300112	Lot 3 Noe Minor Sub	05/20/15	\$ 140,000	\$ 9.95	14,070.00	0.32	John Mathias/ Michael Kale (420605 - Chaffee County) Off-site Improvements Curb Gutter, water, sewer. Zoning B-1 Buena Vista
	12953 US Hwy 24, Buena Vista/ 327122300069	Lot 1 Coggons Lot Line Elimination Plat	02/13/15	\$ 325,000	\$ 3.93	82,764.00	1.90	Kenneth L & Beverly Coggins/ 12953 Highway 24 LLC (418611-Chaffee County) access to water, sewer Zoning Commercial Buena Vista On Market 113 days
	26505 County Road 320 Buena Vista/ 327128200070	Lot 11-R Carpenter Industrial Air Park	07/21/15	\$ 20,000	\$ 0.33	60,548.00	1.39	Maurice Carpenter/ David Harmin (421507 - Chaffee County) Access to water, sewer
	N Hwy 24, Buena Vista/ 327105300037	Tract SE4 SW4 5-14-78	08/29/14	\$ 140,000	\$ 0.66	213,444.00	4.90	Colorado East Bank & Trust/ Rodney T Frank (415802 - Chaffee County) Investment purchase with possible Retail/office

Land Sales - Buena Vista								
Sale No..	Location/Parcel Number	Legal Description	Sale Date	Sale Price	Price/SF	Size		Grantor/Grantee (Recording)/ Comments
						Sq. Ft.	Acres	
	1521 Wighway 50, Salida/ 380704300160	Tract II Smith & Guhl BLA	06/10/16	\$ 146,000	\$ 2.38	61,291.00	1.41	Wesst Highway 50 Holdings/ Samuel Mick (415517- Chaffee County) Sold as Investment . Sale has access to utilities, water and sewer. Previous sale in May 2014
	H Street, Salida/ 368132448322	Pt lots 14-17, all lots 18-19 Block 48 Salida	12/31/12	\$ 150,000	\$ 8.83	16,988.00	0.39	Brenda Warren/Bonchuck Inc. (404417-Chaffee County) vacant commercial land, access to all utlities
	County Road 120 Salida/ 380510200108	PTW2 NW4 10-49-8	12/31/12	\$ 77,000	\$ 1.82	42,253.00	0.97	Richard Furton/ Louda Svata M Trust (404415 - Chaffee County) Proposed use commercial, access to all utilities
Listing	Antero Circle, Buena Vista/ 327116400038	Tract 1 Buena Vista Sanitation District		\$ 350,000	\$ 0.38	919,552.00	21.11	Vacant land held by Buena Vista Sanitation Dept. offering for Sale for investment and possible use for Multi-Family is a portion of the entire lot.



**Town of Buena Vista**  
 P.O. Box 2002  
 Buena Vista CO 81211  
 Phone: (719)395-8643  
 Fax: (719)395-8644

DATE: November 9, 2016  
 TO: Mayor and Board of Trustees  
 FROM: Brandy Reitter, Town Administrator

AGENDA ITEM: 2017 Public Hearing – 2017 Town of Buena Vista Budget with discussions and updates – Airport Capital Improvement Program

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### Overview

Every year the airport goes through a separate capital improvement planning process in November – December. The process includes meeting with the FAA, CDOT Aeronautics, Aviation the Town's airport consultant and staff to develop the CIP for the next few years. Staff met with our planning group at Front Range Airport on November 1. As a result of the meeting we had to make a few changes to the budget to accommodate the snow equipment removal (SRE) facility and to address the status of the Jones hangar acquisition. While these projects address immediate needs, what is more critical is the long-term needs of the airport explained below. Careful planning today will put the Town in a good position to address large capital expenses due in 2022 – 2023. All projects listed are required by both the FAA and CDOT and are not optional for the Town.

### Analysis

Starting in 2022 the Town is required to design and rehab the apron and runway. All general aviation airports receive \$150,000 a year from the FAA for projects. To do bigger projects airports transfer money between airports and repay funding to address the capital needs of neighboring airports. The project and funding schedule is as follows:

- 2017 – SRE facility total project cost = \$500,000 (local match is \$27,685 and we are borrowing \$150,000 in grant funding from another airport).
- 2018 – Repaying \$150,000 back to the airport we borrowed from in 2017.
- 2019 – We are transferring \$150,000 to Ft. Morgan Airport.
- 2020 – We are transferring \$150,000 to Salida Airport.
- 2021 – We are transferring \$150,000 to Lamar Airport.
- 2022 – Airports that borrowed from Buena Vista will pay us back to design the apron and runway rehab project. Design and engineering will cost approximately \$498,133 (local match required is \$22,200).
- 2023 – Construction of both the apron and runway cost = \$7,762,529 (local match required is \$622,000).
- 2024 – Buena Vista will be repaying transfers until 2026.

In order for the Town to avoid having to borrow money in 2022 we need to save each year in anticipation of satisfying the local match obligations. Staff recommends saving the necessary funds starting in 2017.

**Policy Alignment**

This proposal aligns with the Airport Master Plan required by the FAA and CDOT. Town is required to comply with the Airport Master Plan to stay compliant with their regulations.

This proposal aligns with the following key outcome areas below:

Infrastructure – This proposal recommends saving funds over the next few years so that we can maintain the infrastructure at the airport. Maintenance is important to ensure users are safe and so that we don't violate the Town's grant assurances.

**BOT Action**

Review the proposed CIP and establish a savings account in the Airport Enterprise Fund to satisfy future funding obligations.



**Town of Buena Vista**  
 P.O. Box 2002  
 Buena Vista CO 81211  
 Phone: (719)395-8643  
 Fax: (719)395-8644

DATE: November 9, 2016  
 TO: Mayor and Board of Trustees  
 FROM: Brandy Reitter, Town Administrator

AGENDA ITEM: A resolution of the Board of Trustees for the Town of Buena Vista, Colorado Supporting the Grant Application for a Local Parks and Outdoor Recreation Grant from the State Board of the Great Outdoors Colorado Trust Fund and the Completion of the Buena Vista Multi Sports Baseball Field.

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### Overview

The Town has partnered with the School District to provide affordable housing and to replace the school's old baseball field using land in the River Park. To help fund the replacement of the baseball field, grants are required to offset the cost to both the Town and the School District. The Great Outdoors Colorado (GOCO) has several grant programs which the Town has participated in with great success. Staff anticipates applying for their facilities grant due November 17. As part of the grant application the Board of Trustees must pass this resolution to show strong support for the Town's application. The Town is requesting \$350,000 in funds from GOCO.

### Policy Alignment

This project aligns with the following key outcome areas below:

**Economic Vitality** – The project addresses affordable housing which is necessary to maintain a strong economy and improves the quality of life for people that live in the community.

**Infrastructure** – This project makes the best use of existing resources to improve facilities and leverages current assets to address the needs of the community.

**Community** – This project enhances community by creating a facility that is safe and increases access to sports and results in healthy life styles for youth and adults.

### BOT Action

Motion to **Approve** or **Deny** the adoption of Resolution # 110 of the Board of Trustees for the Town of Buena Vista, Colorado Supporting the Grant Application for a Local Parks and Outdoor Recreation Grant from the State Board of the Great Outdoors Colorado Trust Fund and the Completion of the Buena Vista Multi Sports Baseball Field.

**TOWN OF BUENA VISTA, COLORADO****RESOLUTION NO. 109  
(Series 2016)**

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO SUPPORTING THE GRANT APPLICATION FOR A LOCAL PARKS AND OUTDOOR RECREATION GRANT FROM THE STATE BOARD OF THE GREAT OUTDOORS COLORADO TRUST FUND AND THE COMPLETION OF THE BUENA VISTA MULTI SPORTS BASEBALL FIELD.**

**WHEREAS**, the Town of Buena Vista supports the Great Outdoors Colorado grant application for the Buena Vista Multi Sports Baseball Field. And if the grant is awarded, the Town of Buena Vista supports the completion of the project.

**WHEREAS**, the Town of Buena Vista has requested \$350,000 from Great Outdoors Colorado to the Buena Vista Multi Sports Baseball Field.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO THAT:**

- Section 1: The Board of Trustees of the Town of Buena Vista strongly supports the application and has appropriated matching funds for a grant with Great Outdoors Colorado.
- Section 2: If the grant is awarded, the Board of Trustees of the Buena Vista strongly supports the completion of the project.
- Section 3: The Board of Trustees of the Town of Buena Vista authorizes the expenditure of funds necessary to meet the terms and obligations of any Grant awarded.
- Section 4: The project site is owned by the Buena Vista School District and will be owned by the Buena Vista School District for the next 25 years.
- Section 5: The Board of Trustees of the Town of Buena Vista recognizes that as the recipient of a Great Outdoors Colorado Local Government grant the project site must provide reasonable public access.
- Section 6: The School Board of the Buena Vista School District will continue to maintain in a high quality condition and will appropriate funds for maintenance in its annual budget.
- Section 7: If the grant is awarded, the Board of Trustees hereby authorizes the Town Administrator to sign the grant agreement with Great Outdoors Colorado.

Section 8: This resolution to be in full force and effect from and after its passage and approval.

**RESOLVED, APPROVED AND ADOPTED** this 9th day of November, 2016.

TOWN OF BUENA VISTA, COLORADO

BY: \_\_\_\_\_  
Joel Benson, Mayor

ATTEST:

\_\_\_\_\_  
Janell Sciacca, Town Clerk



**Town of Buena Vista**  
P.O. Box 2002  
Buena Vista CO 81211  
Phone: (719)395-8643  
Fax: (719)395-8644

DATE: November 9, 2016  
TO: Mayor and Board of Trustees  
FROM: Brandy Reitter, Town Administrator  
SUBJECT: TOWN ADMINISTRATOR REPORT

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### **Administration**

#### Reminders:

- November 29, 2016 – Intergovernmental Meeting at Grimos at 6 PM.

Staff will give final feedback on the UDC to Clarion on November 7. Town will receive the final draft of the UDC on November 30.

Colorado Mountain College invited staff to attend a meeting where updates were given on the Chaffee County strategic plan. Initiatives include a UAS testing program, sharing classes with Leadville, improving EMS education, and partnering with the school districts. Enrollment numbers are up in Chaffee County. A slide presentation is attached for your information.

The Broadband Strategy RFP is due on November 11 and the Board will see a contract in early December.

Jill Abrell the Planning Technician is leaving on November 23. She is moving out of state and staff will miss her very much. The hiring process has begun to replace her. Applications are due November 10. Since staff has been cross trained so we expect that the transition should be smoother than in years past.

A big congratulation is in order for the excellent work the Buena Vista Police Department conducted that resulted in solving a 39 year cold case file. The department was able to solve the case by holding on to DNA until new technology could analyze the samplings accurately.

Town staff will receive training on active shooter scenarios on November 16. The purpose of this drill is to give employees the tools they need to prevent injury and to minimize casualties in the event of an incident.

Staff completed for a second time a bidding process to fix the fire escape stairs at town hall. No vendors responded to the project. Staff will work to revise the project and budget to see if that will help to get this project done. A new scope of work is required and will have 2017 budget impacts.

## **Recreation, Events, Trails, & Tourism**

The Fronterra Group has completed the drawings for the four parks project. Town has also received cost estimates on each park. A separate memo was included in the budget hearing section of the agenda. Staff will continue to work with BVSD on the project.

Staff submitted the grant for the baseball field to GOCO for feedback on November 3. The purpose is to receive feedback from the program, correct any issues so that we are successful in our application.

The Buena Vista Sportsman Club received a grant from Colorado Parks and Wildlife this month for \$11,000 for a trap house project. The club is covering expenses and there will be no cost burden to the town.

Emerging Sports and CBS Sports has almost completed the TransRockies Run commercial and are looking to air the segment in November or December. Staff will feature the spot on our website and social media once it is completed.

### Programs:

The drop in volleyball program starts the week of November 7. We have more participation than last year.

Youth basketball had a successful year with 185 kids participating. The program saw 25 more participants over last year.

Recreation had success with the scholarship program. Town was able to award 15 scholarships for kids to participate in programs. The value of each scholarship was approximately \$400.

The women's volleyball league drew 6 teams this year and about 40 players, which is great for a first year activity. Staff will be wrapping the season up over the next few weeks.

The youth ski league will start in January. Staff is taking registrations since town had so much equipment donated. Donated equipment will be used for programming instead of going through outside ski rental companies.

### Events:

The trails social and potluck is being held on November 11 in the evening to celebrate the success of trail development in 2016.

The annual River Park Cleanup Day is November 13 from 2 – 4 PM.

The Brown's Canyon Listening session is November 15 at 6 PM at the Buena Vista School District boardroom.

## **Upper Arkansas Water Conservancy District, Augmentation Plan, and Water Planning**

The Town received a grant from the Drinking Water Revolving Loan Fund for \$164,000 for design and engineering for water projects that were included in the Colorado Water Resources & Power Development Authority loan. The town has hired bond council to facilitate the process and to assist staff with the best direction through the legal process. The town has hired Butler

Snow, LLC to assist with the process. A public hearing has been set for December 14 at a regular trustee meeting.

### **Main Street & Creative District, Community/Economic Development Initiatives**

November 26 is the Buena Vista Main Street Small Business Saturday to encourage locals to shop local in lieu of Black Friday retail traditions reserved for online and big box store discounts.

The Developer's Forum is scheduled for November 7 at 6:30 PM. Staff sent invitations to individuals in the development community.

The agenda for the meeting:

- Introductions
- Purpose for the meeting
- Review of current process
- Discuss what we are improving – UDC
- Solicit specific input
- Next steps

The town hosted the Colorado Main Street Manager's Summit last week. Main Street programs from across the state were in attendance to network, learn new techniques, and to experience the Town of Buena Vista.

The Buena Vista Main Street board is working on strengthening the administrative framework that is required by DOLA. Volunteers are working on bylaws and a strategic plan for the upcoming years. These projects are required to move up in the Colorado Main Street program.

Colorado Creative Industries and ArtSpace will be in Buena Vista for their last site visit on November 15 to see if a Space to Create project is a good fit for the town. After their visit they will inform us in December if we have been selected for a project.

The Historic Preservation Commission is off to a great start. A representative from History Colorado is scheduled to provide training on the Certified Local Government program on December 7.

This concludes my report. If you have any questions please let me know.

Sincerely,



Brandy Reitter, Town Administrator  
Town of Buena Vista, CO



**Town of Buena Vista**  
 Post Office Box 2002  
 Buena Vista, Colorado 81211  
 Phone: (719) 395-8643  
 Fax: (719) 395-8644

DATE: November 9, 2016  
 TO: Mayor and Board of Trustees  
 FROM: Michelle Stoke, Town Treasurer  
 AGENDA ITEM: Treasurer's Report

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#### Town Expenditures

Since the October 26, 2016 report, the Town has issued:

- 86 Accounts Payable checks for Town expenditures for a total of \$104,633.12.
- ACH withdrawals to the IRS, FPPA, and Colorado Department of Revenue for \$20,164.64 for the pay period ending 10/22/2016.
- Net payroll of \$50,273.83 for the same period.
- The breakdown by Fund for AP and payroll-related check disbursements plus the ACH payments is as follows: *(Note that all expenditures are not expenses since some are reimbursed or are withholdings from employees' gross payroll.)*

• General Fund -	\$ 85,139.77
• Water Fund -	\$ 13,290.10
• Capital Improvement -	\$ 15,304.73
• Airport Enterprise Fund -	<u>\$ 11,063.16</u>
• Total all Funds -	\$ 124,797.76

Large expenditures this period:

- Drake Real Estate Services, Inc for \$2,950.12 for release of the performance Guarantee.
- Econo Signs LLC for \$2,855.24 for posts for signs.
- Elan City, Inc for \$10,550.00 for the solar radar speed signs.
- Hoffman, Parker, Wilson & Carberry for \$9,179.90 largely for BOT and Planning.
- Merrifield Greenhouse for \$2,280.00 for the flower pot flowers for 2016.
- TFG Design, LLC for \$3,840.00 for progress payment for park designs.
- The Body Shop for \$3,203.72 for repairs on the 2004 Ford Excursion at the airport.
- CCOERA for \$3,076.59 for Employees retirement contribution for the Pay period ended 10/22/16.
- CEBT for \$35,903.61 for the November Employee Health Insurance .

- Dale Enck for \$2,020.00 for municipal court fee.
- Delta Dental of Colorado for \$2,631.09 for November Employee Dental Insurance.
- Heart of the Rockies Regional Medical Center for \$2,792.36 for November rent for the Police Dept. Building
- McFarland Oil for \$2,488.82 for the gasoline charges for September.

This concludes my report at this time.

Michelle Stoke, CPA  
Treasurer



Town of Buena Vista

# General Fund Income Statement

## Group Summary

For Fiscal: 2016 Period Ending: 10/31/2016

Department	Original YTD Budget	Current YTD Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Revenue</b>					
100 - General Government	2,422,322.60	2,422,322.60	361,093.22	2,795,668.60	-373,346.00
120 - Town Clerk	22,632.40	22,632.40	359.50	14,489.50	8,142.90
125 - Municipal Court	33,381.90	33,381.90	9,572.50	36,133.07	-2,751.17
130 - Town Administrator	0.00	0.00	134.85	134.85	-134.85
150 - Public Support	0.00	0.00	7,789.43	7,789.43	-7,789.43
210 - Police Department	1,442.60	1,442.60	509.70	8,959.80	-7,517.20
230 - Volunteer Fire Department	9,412.90	9,412.90	0.00	5,385.00	4,027.90
310 - Planning (Development)	93,338.10	93,338.10	1,998.23	58,783.87	34,554.23
320 - Community Center	6,110.80	6,110.80	822.25	8,041.00	-1,930.20
410 - Public Works	8,603.90	8,603.90	120.00	2,410.00	6,193.90
415 - Street Maintenance	674.70	674.70	558.00	1,218.00	-543.30
510 - Parks Department	7,059.50	7,059.50	60.00	17,334.50	-10,275.00
515 - Rodeo Grounds	458.10	458.10	0.00	620.00	-161.90
520 - Cemetery	6,201.60	6,201.60	670.00	10,315.00	-4,113.40
550 - Recreation Department	33,215.80	33,215.80	8,863.04	77,963.97	-44,748.17
<b>Revenue Total:</b>	<b>2,644,854.90</b>	<b>2,644,854.90</b>	<b>392,550.72</b>	<b>3,045,246.59</b>	<b>-400,391.69</b>
<b>Expense</b>					
100 - General Government	0.00	0.00	0.00	49.01	-49.01
110 - Mayor & Board of Trustees	40,955.00	40,955.00	4,198.97	44,811.77	-3,856.77
115 - Elections	4,031.70	4,031.70	0.00	4,211.54	-179.84
120 - Town Clerk	82,595.20	82,595.20	9,184.43	68,066.66	14,528.54
125 - Municipal Court	60,206.70	60,206.70	6,398.42	62,999.45	-2,792.75
130 - Town Administrator	286,798.30	286,798.30	30,990.26	353,108.64	-66,310.34
135 - Financial Administrator	162,875.50	162,875.50	9,642.19	152,139.99	10,735.51
140 - Town Hall Operations	25,606.80	25,606.80	1,714.31	17,510.71	8,096.09
150 - Public Support	541,706.90	541,706.90	5,123.90	656,872.69	-115,165.79
160 - Information Technology	92,347.00	92,347.00	5,875.42	71,425.72	20,921.28
210 - Police Department	707,954.10	707,954.10	63,235.74	734,281.24	-26,327.14
220 - Public Safety Complex	17,406.80	17,406.80	433.00	8,824.66	8,582.14
230 - Volunteer Fire Department	182,408.90	182,408.90	18,248.40	202,461.73	-20,052.83
310 - Planning (Development)	271,149.30	271,149.30	18,184.83	262,721.34	8,427.96
320 - Community Center	27,405.60	27,405.60	1,102.20	12,621.17	14,784.43
330 - BVTV - Public Access Television	3,821.10	3,821.10	0.00	3,200.00	621.10
410 - Public Works	314,785.40	314,785.40	32,263.15	337,507.54	-22,722.14
510 - Parks Department	177,614.10	177,614.10	9,207.90	157,393.05	20,221.05
520 - Cemetery	8,941.30	8,941.30	89.64	7,056.59	1,884.71
550 - Recreation Department	151,727.10	151,727.10	11,934.04	137,207.97	14,519.13
<b>Expense Total:</b>	<b>3,160,336.80</b>	<b>3,160,336.80</b>	<b>227,826.80</b>	<b>3,294,471.47</b>	<b>-134,134.67</b>
<b>Total Surplus (Deficit):</b>	<b>-515,481.90</b>	<b>-515,481.90</b>	<b>164,723.92</b>	<b>-249,224.88</b>	<b>-266,257.02</b>



Town of Buena Vista

# Capital Improvement Fund Income Statement

## Group Summary

For Fiscal: 2016 Period Ending: 10/31/2016

Obj Category	Original YTD Budget	Current YTD Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Revenue</b>					
31 - Taxes	287,818.10	287,818.10	54,956.35	342,177.58	-54,359.48
36 - Park & Facility Fees	4,165.00	4,165.00	0.00	0.00	4,165.00
37 - Grants / Donations / Refunds / Misc	206,177.50	206,177.50	0.00	2,353.23	203,824.27
38 - Transfers to / From Funds	220,745.00	220,745.00	0.00	250,000.00	-29,255.00
48 - Capital Improvements	293,256.80	293,256.80	0.00	0.00	293,256.80
<b>Revenue Total:</b>	<b>1,012,162.40</b>	<b>1,012,162.40</b>	<b>54,956.35</b>	<b>594,530.81</b>	<b>417,631.59</b>
<b>Expense</b>					
16 - Depreciable Assets	15,910.30	15,910.30	0.00	9,100.00	6,810.30
44 - Services	0.00	0.00	234.00	234.00	-234.00
45 - Capital Outlay	16,660.00	16,660.00	0.00	1,739.00	14,921.00
46 - Debt Service	208.20	208.20	0.00	250.00	-41.80
48 - Capital Improvements	1,258,805.30	1,258,805.30	28,171.68	453,757.03	805,048.27
<b>Expense Total:</b>	<b>1,291,583.80</b>	<b>1,291,583.80</b>	<b>28,405.68</b>	<b>465,080.03</b>	<b>826,503.77</b>
<b>Total Surplus (Deficit):</b>	<b>-279,421.40</b>	<b>-279,421.40</b>	<b>26,550.67</b>	<b>129,450.78</b>	<b>-408,872.18</b>



Town of Buena Vista

# Conservation Trust Fund Income Statement

## Group Summary

For Fiscal: 2016 Period Ending: 10/31/2016

Obj Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Revenue</b>					
31 - Taxes	27,000.00	27,000.00	0.00	23,081.88	3,918.12
37 - Grants / Donations / Refunds / Misc	117.00	117.00	0.00	455.25	-338.25
<b>Revenue Total:</b>	<b>27,117.00</b>	<b>27,117.00</b>	<b>0.00</b>	<b>23,537.13</b>	<b>3,579.87</b>
<b>Expense</b>					
41 - Personnel	13,471.00	13,471.00	0.00	0.00	13,471.00
<b>Expense Total:</b>	<b>13,471.00</b>	<b>13,471.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,471.00</b>
<b>Total Surplus (Deficit):</b>	<b>13,646.00</b>	<b>13,646.00</b>	<b>0.00</b>	<b>23,537.13</b>	<b>-9,891.13</b>



Town of Buena Vista

# Airport Enterprise Fund Income Statement

## Group Summary

For Fiscal: 2016 Period Ending: 10/31/2016

Obj Category	Original YTD Budget	Current YTD Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Revenue</b>					
33 - Charges for Services	356,638.40	356,638.40	1,321.00	458,900.13	-102,261.73
37 - Grants / Donations / Refunds / Misc	606,684.70	606,684.70	11,998.79	237,322.79	369,361.91
38 - Transfers to / From Funds	267,393.00	267,393.00	0.00	321,000.00	-53,607.00
<b>Revenue Total:</b>	<b>1,230,716.10</b>	<b>1,230,716.10</b>	<b>13,319.79</b>	<b>1,017,222.92</b>	<b>213,493.18</b>
<b>Expense</b>					
41 - Personnel	151,226.90	151,226.90	12,898.12	144,737.87	6,489.03
42 - Supplies	21,812.90	21,812.90	4,810.48	22,961.53	-1,148.63
43 - Utilities / Insurance	37,533.40	37,533.40	4,041.36	34,662.51	2,870.89
44 - Services	271,172.50	271,172.50	6,267.88	177,001.51	94,170.99
45 - Capital Outlay	2,075.20	2,075.20	8,143.71	9,880.55	-7,805.35
48 - Capital Improvements	728,469.20	728,469.20	2,500.00	35,203.88	693,265.32
<b>Expense Total:</b>	<b>1,212,290.10</b>	<b>1,212,290.10</b>	<b>38,661.55</b>	<b>424,447.85</b>	<b>787,842.25</b>
<b>Total Surplus (Deficit):</b>	<b>18,426.00</b>	<b>18,426.00</b>	<b>-25,341.76</b>	<b>592,775.07</b>	<b>-574,349.07</b>



Town of Buena Vista

# Water Enterprise Fund Income Statement

## Group Summary

For Fiscal: 2016 Period Ending: 10/31/2016

Obj Category	Original YTD Budget	Current YTD Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Revenue</b>					
32 - Licenses & Permits	583.10	583.10	0.00	500.00	83.10
33 - Charges for Services	668,504.90	668,504.90	65,165.66	741,183.55	-72,678.65
36 - Park & Facility Fees	83,864.70	83,864.70	1,500.00	60,000.00	23,864.70
37 - Grants / Donations / Refunds / Misc	673,415.00	673,415.00	256.13	3,696.56	669,718.44
<b>Revenue Total:</b>	<b>1,426,367.70</b>	<b>1,426,367.70</b>	<b>66,921.79</b>	<b>805,380.11</b>	<b>620,987.59</b>
<b>Expense</b>					
41 - Personnel	227,397.20	227,397.20	22,379.93	237,793.68	-10,396.48
42 - Supplies	58,643.00	58,643.00	7,705.82	55,777.59	2,865.41
43 - Utilities / Insurance	22,740.90	22,740.90	3,468.58	21,412.90	1,328.00
44 - Services	109,855.10	109,855.10	9,596.57	87,997.02	21,858.08
45 - Capital Outlay	4,706.40	4,706.40	3,702.77	53,536.48	-48,830.08
46 - Debt Service	71,938.60	71,938.60	0.00	87,169.14	-15,230.54
48 - Capital Improvements	951,702.50	951,702.50	0.00	291,147.19	660,555.31
<b>Expense Total:</b>	<b>1,446,983.70</b>	<b>1,446,983.70</b>	<b>46,853.67</b>	<b>834,834.00</b>	<b>612,149.70</b>
<b>Total Surplus (Deficit):</b>	<b>-20,616.00</b>	<b>-20,616.00</b>	<b>20,068.12</b>	<b>-29,453.89</b>	<b>8,837.89</b>



## Town of Buena Vista Public Works Operations Report

October 2016

### Water Department

1. **Average Consumption**

2014=296 gpm

2015=380 gpm

2016=262 gpm

**Average Production**

2014=342 gpm

2015=396 gpm

2016=330 gpm

**Monthly Loss**

2014=13%

2015=4%

2016=21%

**Ivy League Internal Loss**

2014= Unknown%

2015= Unknown%

2016=59% (504,000 gal)

2. Ivy League performed leak detection (awaiting results)
3. Repaired leak at S. Colorado Avenue (service line)
4. Continue analyzing meter reading based water loss analysis
5. Continue Surface Treatment Plant start-up analysis (RG Waterworks)
6. Investigation potential well #4 locations
7. Performed 9-meter change-outs
8. Continue hydrant flushing program
9. Continue water loss analysis and investigation
10. Installed 0 new taps

**Total New Taps**

**SFE's Available (based on production capacity)**

- 2013-9                      427.8
- 2014-26
- 2015-15
- 2016-13

11. Monthly required sampling conducted. No issues detected

### Street Department

1. Conducted preventative maintenance for winter operations
2. Completed street and bike lane striping with new machine
3. Pavement patching completed.
4. Street sweeping as necessary
5. Continue shoulder grading
6. Street grading as necessary

7. Routine maintenance as necessary

### **Parks Department**

1. Completed winterization of facilities
2. Routine maintenance and daily trash removal
3. Looking into acquiring materials and volunteers to construct Dog Park shade structures
4. Received play structures for Dog Park
5. Mowing as necessary

### **Building Maintenance**

1. Routine janitorial services
2. Installing new furnace in Pinon room.
3. Researching feasibility of keeping Community Center showers open year-round

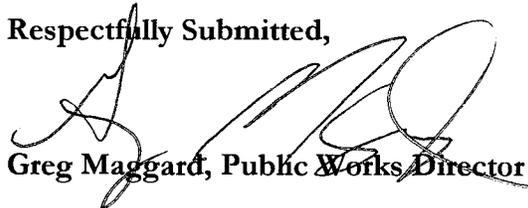
### **Capital Improvement Projects**

- **Arizona Street Project**-Will be attending TPR meeting Nov. 10 to discuss potential reallocation of grant funds from Gregg Drive Trail to Arizona project. This will cover increased construction costs and easement acquisitions.
- **Gregg Drive Trail Paving**-Awaiting completion of IGA with CDOT. Work to commence Spring 2017. Possible reallocation of grant funds to Arizona Project to be discussed with CDOT at TPR meeting on 11/10/2016.

### **Miscellaneous**

- HWY 24 construction moving forward smoothly. Contractor will work through Thanksgiving or as weather allows.
- Firewood will be available to those in need soon.

Respectfully Submitted,



Greg Maggard, Public Works Director



Janel Sciacca <bvclerk@buonavistaco.gov>

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**waiver requests**

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Jan Lewis <janthoreenlewis@hotmail.com>  
To: Janel Sciacca <bvclerk@buonavistaco.gov>

Wed, Nov 2, 2016 at 1:03 PM

November 2, 2016

Dear Trustees,

On behalf of Chaffee Arts, I am requesting that you waive the rental fee for our use of the Community Center Pinon Room from Dec. 2 – 4 for the Holiday Artwalk.

Thank you,