



AGENDA

The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time. The order and times of agenda items listed are approximate and intended as a guideline for the Town Council.

MEETING OF THE MINTURN TOWN COUNCIL
Minturn Town Center 302 Pine Street
Minturn, CO 81645 • (970) 827-5645

Wednesday April 21, 2021

Meeting to be held via Zoom Conferencing and call-in.
Public welcome to join meeting using the following methods:

<https://us02web.zoom.us/j/82388527832>

Or join by phone:

US: +1 301 715 8592 or +1 651 372 8299

Webinar ID: 823 8852 7832

Regular Session – 5:30pm

MAYOR – John Widerman
MAYOR PRO TEM – Earle Bidez

COUNCIL MEMBERS:

Terry Armistead

George Brodin

Brian Eggleton

Eric Gotthelf

Gusty Kanakis

When addressing the Council, please state your name and your address for the record prior to providing your comments. Please address the Council as a whole through the Mayor. All supporting documents are available for public review in the Town Offices – located at 302 Pine Street, Minturn CO 81645 – during regular business hours between 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding holidays.

Regular Session – 5:30pm

1. Call to Order

- Roll Call
- Pledge of Allegiance

2. **Public comments on items which are ON the consent agenda or are otherwise NOT on the agenda as a public hearing or action item. (5-minute time limit per person)**

3. **Approval of Consent Agenda (5Min)**

A Consent Agenda is contained in this meeting agenda. The consent agenda is designed to assist making the meeting more efficient. Items left on the Consent Agenda may not be discussed when the Consent Agenda comes before the Council. If any Council member wishes to discuss a Consent Agenda item please tell me now and I will remove the item from the Consent Agenda and place it in an appropriate place on the meeting agenda so it can be discussed when that item is taken up by the Board. Do any Council members request removal of a Consent Agenda item?

- April 7, 2021 Meeting Minutes Pg 4
- The Minturn Country Club, annual renewal of a Hotel and Restaurant Liquor license; 131 Main St; Thomas Ricci, Owner/Manager – Brunvand Pg 17

4. **Approval of Agenda**

- Items to be Pulled or Added
- Declaration of Conflicts of Interest

5. **Special Presentations**

- Minturn Bike Park – Ernest Seager, VVMTA Pg 21
- Colorado Parks & Wildlife – Matt Yamashita
- Council Comments/Committee Reports

DISCUSSION AND/OR DIRECTION ITEMS

6. **Discussion/Direction:** 2021 – 2023 Town of Minturn Strategic Plan Update – Staff Pg 29

PUBLIC HEARINGS AND/OR ACTION ITEMS

7. **Public Hearing/Action Item:** Resolution 11 – Series 2021 – A Resolution approving the application submission and future of funds for the Minturn Revitalizing Main Street Grant Application (sidewalks) – Metteer Pg 49
8. **Public Hearing/Action Item:** Resolution 12 – Series 2021 a Resolution approving the Holy Cross Energy Community Enhancement funds toward the improvement of sidewalks – Metteer Pg 53

COUNCIL INFORMATION / UPDATES

9. Staff Updates (5 Min)

- Manager's Report Pg 55
- Future Agenda Items Pg 64

EXECUTIVE SESSION

10. **Executive Session:** An executive session for a conference with the Town attorney for the purpose of receiving legal advice on a specific legal question under CRS 24-6-402(4)(b) and for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under CRS 24-6-402(4)(e). Eagle River Water and Sanitation District Bolts Lake Condemnation; Battle Mountain Funding Agreement Negotiation – Metteer/Sawyer

MISCELLANEOUS ITEMS

11. Future Meeting Dates

- a) Council Meetings:
- May 5, 2021
 - May 19, 2021
 - June 2, 2021

12. Other Dates:

- May 31, 2021 – Memorial Day – Office Closed
- June 5, 2021 – Town Clean Up Day

13. Adjournment



OFFICIAL MINUTES

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Regular Session – 5:30pm

MAYOR – John Widerman
MAYOR PRO TEM – Earle Bidez

COUNCIL MEMBERS:

Terry Armistead
George Brodin
Brian Eggleton
Eric Gotthelf
Gusty Kanakis

These minutes are formally submitted to the Town of Minturn Town Council for approval as the official written record of the proceedings at the identified Council Meeting. Additionally, all Council meetings are tape-recorded and are available to the public for listening at the Town Center Offices from 8:30am – 2:00 pm, Monday through Friday, by contacting the Town Clerk at 970/827-5645 302 Pine St. Minturn, CO 81645.

Regular Session – 5:30pm

1. Call to Order

- Roll Call

The meeting was called to order by Mayor John Widerman at 5:32pm using the ZOOM on-line meeting format.

Those present include: Mayor John Widerman, Mayor Pro Tem Earle Bidez and Town Council members Terry Armistead, George Brodin, Brian Eggleton, Eric Gotthelf, and Gusty Kanakis.

Staff present: Town Manager Michelle Metteer, Town Planner Madison Harris, Town Attorney Richard Peterson-Cremer, and Town Treasurer/Town Clerk Jay Brunvand.

- Pledge of Allegiance

2. Public comments on items which are ON the consent agenda or are otherwise NOT on the agenda as a public hearing or action item. (5-minute time limit per person)

3. Approval of Consent Agenda (5Min)

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- March 17, 2021 Meeting Minutes
- 832 Main St Review – Harris
- ECO Transit Support Letter

Motion by Gusty K., second by Terry A., to approve the Consent Agenda for April 7, 2021 as presented. Motion passed 7-0.

4. Approval of Agenda

- Items to be Pulled or Added

Motion by Terry A., second by Brian E., to approve the Agenda for April 7, 2021 as presented. Motion passed 7-0.

John W. announced it was Michelle M.'s Birthday and she was presented with a card and bouquet of balloons from the Council.

- Declaration of Conflicts of Interest

5. Special Presentations

- Wildland Fire Program – Chief Karl Bauer, ERFPD

Eagle River Fire District Chief Karl Bauer and Ms. Tracy LeClair were present to update on the Eagle County Wildland Fire program for this upcoming summer. He noted concerns and what is being done to

educate and meet the risks that will be present with a low snowpack, early season runoff as the snow melts and the area dries out.

They are working with the County and the other members of the ERFPD to assist funding to ensure a safe fire season through Wildland awareness and planning. The County has preliminarily agreed to cover this cost in 2021 and is reaching out to the other members to assist funding needs in 2022 using an equitable formula.

Earle B. felt the Wildland Fire program is very important and asked how other communities outside of Eagle County are handling it? Chief Bauer noted this is a concern through out the west and he sees combined action to mitigate. He noted the importance that we are in a drought and one year or a wet area in a part of the west does not really lessen the danger and the need.

Terry A. supported the needs and funding. She noted the shooting range has caused fires in the past and proves to be a risk for our community and our water shed. She asked what ERFPD is doing to mitigate the issues of the proposed Holy Cross power line? They have met with Holy Cross and are looking at how best this concern can be lessened. It was discussed that the USFS is very concerned in Colorado as powerlines have caused similar fire issues in California. Terry A. asked what citizens can do to protect their property. Chief Bauer stated they are prepared to inspect private properties and offer an assessment. The individual needs to contact the ERFPD to set this inspection up.

Brian E. was encouraged with the work in the County and agreed with the need for the town to step up in 2022. Discussion ensued as to how we can work to protect the forest now to reduce the likelihood of a wildland fire or at least reduce the impact.

Mr. Elliot Hovey, 653 Boulder St, asked about local volunteer firefighter programs. Chief Bauer noted the volunteer program is very difficult to sustain as a firefighting unit but encouraged those interested to contact the ERFPD to discuss.

Mr. Tom Priest, 120 Lions Ln, noted the long-term training to be a fireman. He stated it is best to mitigate the deadfall in the forest. He felt this was a place volunteers could be used and asked if this was something ERFPD is working with the USFS to mitigate? ERFPD is always talking with the USFS but is impacted by their own budget cuts causing this to be a very complicated issue.

Mr. Derrell Wegert, 1718 Main St, discussed things the Fire District has done in the past to address volunteers and private property mitigation.

John W. asked about funding. Is there direction on what we should be looking at in 2022 for funding? Is there any discussion on a tax initiative to address private property mitigation? Chief Bauer stated he would like to work with the Eagle County Town Managers to develop a funding plan and for the long term how to fund the Wildland Fire Program long term. The equity and sustainability of this program has been discussed very preliminarily. John W. felt this could be a topic for the Mayors and Managers Meetings.

- Council Comments/Committee Reports

Terry A. updated on the Minturn Fitness Center Board meeting held yesterday. She expressed things are moving along well. She noted Kirk Dwyer is leaving VSSA and has been replaced by Tiffany Hoversten. New equipment is arriving and being placed into use. Discussion of cost cutting and goals was held during the MFC Board Meeting.

Gusty K. updated on a NWCCOG meeting. Their website has been updated and simplified and discussed other items covered in recent NWCCOG meetings and correspondence.

Eric G. noted the COVID-19 vaccine is available to all those 16 and older, vaccines are free and you can sign up on line.

George B. updated on the water plant and funding being sought.

Earle B. emphasized the importance of the COVID vaccine and encouraged all to get vaccinated.

Brian E. noted he is awaiting his second shot and encouraged vaccinations. He noted Radio Free Minturn has been off the air due to a transmitter failure. KZYR has loaned a transmitter and they are up and running. Shoutout to KZYR! May 6 is the next Board meeting and he will update thereafter on repairs and needs.

John W. noted there are new electric ECO buses almost ready to roll. He updated on the NAIOP project. This challenge is wrapping up and close to a finalist from the represented colleges.

DISCUSSION AND/OR DIRECTION ITEMS

6. Discussion/Direction: CDOT Revitalizing Main Street Grant Opportunity – Metteer

Michelle M., Jenna Siegel of Stolfus Eng., and Staff are asking Council to approve work toward the submittal of a CDOT grant application. If awarded the Grant would be used to continue the sidewalk project in south Minturn. Funding match required by the Town of Minturn would not exceed \$400,000. The Town would use savings and would search out additional grants that might be used to help our match portion as was done similar in the most recent phase. This would be an 80% CDOT and a 20% match from the Town.

As a part of Colorado’s COVID-19 Recovery Plan, the Revitalizing Main Streets Program was made possible through a \$30 million allocation from the state legislature in March 2021. This program is intended to help communities across the state implement transportation-related projects that improve safety and yield long-term benefits to community main streets. When defining a main street, CDOT is aiming to support areas in or adjacent to community-focused, downtowns where people work, dine and shop. These routes help form a specific region’s identity and act as the major economic hub in many towns and cities across Colorado.

As Colorado recovers from COVID-19 and returns to a new normal, this program provides two

separate grant opportunities to support local communities as they find innovative ways to reuse public spaces and help businesses reopen safely, while improving multimodal safety and accessibility along urban arterials.

Council should note: the sidewalk project is an ongoing effort as funds/grant opportunities become available. Council should provide ongoing direction to staff and consultants regarding the desired scope of the project (sidewalks thru Maloit Park vs. bike lane vs multi-user path). This proposal would pick up where we left off in the 900 Block and extend to the Boneyard Open Space. Grant award is anticipated in July 2021, final design in 2022, and construction in 2023.

Terry A. noted how this would tie in nice with the grants used to build access to the rivers. She would like to see the sidewalk in her neighborhood and is frustrated that it is taking so long to connect through to Maloit Park Road (Phase 3). She asked if it was possible to go bigger and extend all the way to Maloit Park in this stage vs hold off on Phase 3. Ms. Siegel noted Phase 3 does have a significant rock and wall cut that would make the cost increase and potentially be out of reach. She did express the need to discuss with CDOT the potential to be included in future road work in their schedule.

Brian E. asked if there are opportunities to include nonvehicle installations that would reduce speeds in the completed area. Ms. Siegel noted adding curb/gutter/sidewalk does calm or reduce speeds and other options such as bulb outs could be investigated and this may increase our grant scores as well.

Earle B. asked if having sidewalk on one side vs both sides would be a consideration. This would allow us to go further down the road. Ms. Siegel stated this grant is looking at project readiness. She stated this has preliminary or 30% design and has not been completed beyond the Boneyard. Because of this we are much more ready for construction than to backup and extend the engineering through Maloit Rd.

Brian E. if including in the grant that this would connect the existing sidewalks to a park, the Boneyard. Yes, this would show connectivity and would boost our potential grant score.

Public Comment Opened.

Mr. Elliot Hovey, 653 Boulder St, noted there are lots of grants out there and wanted to ensure we had looked at all of them.

Mr. Tim McGuire, Battle Mtn Development, supported the importance of this connection and the Phase 3 opportunity to connect all the way to Maloit Park Rd. He noted this would help his project and might be able to be included in the PUD option.

Public Comment Closed.

Terry A. asked if the Town requires new development to install sidewalks in their projects? Richard P-C. stated, yes this could be a requirement in development plans.

Michelle M. answered questions as to where the Town match would come from. It was noted the

RETT and Construction Use taxes could be earmarked as well as savings and possibly current budget dollars.

Motion by Terry A., second by George B., to approve the submission of a CDOT Revitalizing Main Street grant application with a potential public cost not to exceed \$400,000.

PUBLIC HEARINGS AND/OR ACTION ITEMS

7. Public Hearing/Action Item: Ordinance No. 02 - Series 2021 (First Reading) – An Ordinance creating a School District Land Dedication Policy – Metteer/Peterson-Cremer

Richard P-C. outlined this program and Ordinance. It was noted the Ordinance was updated with a revised version from that which was included in the packet. This revised document was presented for consideration.

Michelle M. introduced Tom Braun, ECSD Planner, and Jon Lengel, ESCD Land Appraiser.

Many local governments require dedication of land to the local school district or a fee in lieu in order to offset impacts of additional density on school facilities. This ordinance adds such a requirement to the Town’s subdivision code, Chapter 17, that the applicant for a subdivision either dedicate a certain amount of land to the school district or pay a fee in lieu thereof. The amount of land to be dedicated is determined by an equation in the ordinance based on the number of residential units being constructed on the subdivided lots. If the Town decides to collect a fee in lieu of land, that amount is determined by valuing the amount of land that would otherwise be dedicated based on an average land value set by the Town Council. That amount will be set at the next Council meeting by resolution. Minturn and Red Cliff are the only remaining Eagle County communities without a School District Land Dedication Policy.

The proposed Ordinance would apply to any residential subdivision (not individual single-family homes or ADU’s) – this is consistent with other Ordinances in the County.

The School District has confirmed that funds received can be allocated to “improvements within town” or “schools servicing Minturn residents.” Tom Braun representing the School District was present during the discussion to identify how this process would work and to answer questions.

Mr. Tom Braun noted the vast majority of contributions come as cash in lieu as opposed to land dedication. He outlined how these funds are utilized and how they are reserved in the school district budget. Tracking of these funds can be done at the ECSD in the annual budget which would show where the funds were derived from, what was spent and how, and what is in the fund balance. He did request the flexibility to spend the money on schools that affect Minturn students and not limit to schools in Minturn. If this is not possible, they would amend to that as the school district.

George B. felt it was important the funds be used within the Town. Mr. Braun, stated the Town of Eagle does have this caveat as well but they have three schools within their boundaries. George B. asked if it could be attributed to the preschool in town; Mr. Braun will get back with an answer on

that.

Brian E. was concerned about yet another fee that would impact affordable housing. Mr. Braun stated he is not aware of any exemptions. He noted town projects are exempt so a residential project by the town could be exempted. Brian E. noted this is a town of full-time workers he would like to see more ECSD staff have an opportunity to live in town and that might be something for the funds to be applied to if available.

Public Hearing Opened.

Jena Skinner, 922 Main St, reviewed the costs and noted the values in Minturn are much higher and growing faster than down valley causing the fee to be higher at this end of the valley than for the similar property down valley. She echoed the concern of reasonable cost homes being negatively impacted by this fee. She felt using market price to set the cost was not equitable.

Mr. Tim McGuire, Battle Mtn Dev, echoed Ms. Skinner's comments. He felt the land values have increased much faster than school construction costs. He felt exempting the town but not the affordable housing was not consistent. He felt tying this to a ridiculous real estate market is not fair. Would the fee be paid at time of final plat or at building permit? Richard P-C clarified the funds would be paid at final plat.

Public Hearing Closed.

Earle B. had similar concerns of keeping Minturn local and offering worker housing. He stated land and water are the highest cost on each development. He supported the school district and wanted the funds attributed to Minturn schools and would like to take a closer look at the fee calculation.

Terry A. asked if the Town could consider our own fund for school or rec related. She felt the fee would then stay in Minturn for education needs within town. This fee is based on number of units not necessarily small homes or accessory dwelling units. This cost will be passed on to the owner and feels if the buyer pays taxes to the school and now an additional fee that this is double dipping.

Mr. Tom Braun stated other towns have dedicated that these funds paid to the district would be used for education. He reviewed the cost associated with the fee and noted it would run about \$400 per unit which is not unreasonable. Mr. Jon Lengel reviewed the method of how land is valued and that it is appealable and reviewable.

Gusty K. felt a separate rate for affordable housing could be set lower than the general rate.

Eric G. felt an exemption for low income housing would be appropriate and he felt the funds should be to benefit Minturn residents.

Michelle M. stated Staff has not heard a clear direction. She stated in order to address the varying concerns that this be continued to a date uncertain in order to allow sufficient time to find the balance. Discussion ensued this was a complex matter and complex formula.

Motion by Earle B., second by Terry A., to continue Ordinance No. 02 - Series 2021 (First Reading) to a date uncertain an Ordinance creating a School District Land Dedication Policy as presented. Motion passed 7-0.

A five-minute recess was called.

8. Public Hearing/Action Item: Resolution No. 11 – Series 2021 a Resolution approving the updated Climate Action Plan – Metteer

Ms. Kimberly Schlaepfer, Nikki Maline, and Melissa Kirr of the Climate Action Collaborative were present to review the matter and presented a PowerPoint presentation to review the changes in the updated Climate Action Plan. This Plan update was undertaken in order to a line the Collaborative with its modified goals and recognize the achievements attained from the prior Plan.

In the [2020 Minturn Community Plan](#) (page 14) survey respondents identified environmental sustainability as a 4.1 out of a possible score of 5 for level of importance. This ranking was in the top 30% of all items ranked. This ranking is consistent with the 2019 Community survey as well. With this community priority in mind, the Climate Action Collaborative’s project manager Kim Schlaepfer, Walking Mountain Science Center was present the updated 2020 Climate Action Plan

The priority actions identified in this update were selected through collaborative stakeholder input in 2020. The actions were derived from GHG modeling conducted by the CAC in 2020 and the original Climate Action Plan for the Eagle County Community. The emissions reduction goal in this update was established in 2020 to align with the State of Colorado GHG emission reduction goal and the Intergovernmental Panel on Climate Change global GHG reduction target. It is noted this plan calls for a 50% Green House Gas reduction by 2030.

Michelle M. noted our charging stations at the Town Hall will be installed in two weeks.

Terry A. noted the importance of getting to zero emissions and supported the Resolution

Earle B. was in support

Brian E. felt we had several large housing projects that could show strong support over the next couple years to make a difference.

Eric G. expressed his support.

Gusty K. expressed support.

George B. expressed his support and noted he had installed solar panels.

Ms. Schlaepfer noted several communities in the County had approved this Resolution and she would be continuing to present to the other communities.

John W. expressed support

Public Hearing Opened

No Public Comment

Public Hearing Closed

Motion by Brian E., second by Eric G., to approve Resolution No. 11 – Series 2021 a Resolution approving the updated Climate Action Plan as presented. Motion passed 7-0.

9. Public Hearing/Action Item: Public Hearing regarding condition violations on the Minturn Builders Alliance Cooperative/Reid Phillips CUP – Metteer

Staff requests a public hearing for the purposes of following the process outlined in Resolution 26 – Series 2018, a Resolution approving conditional use permit application CU 01 – 2018 for Minturn Builders Alliance Cooperative, UPRR Railroad Ave, Town of Minturn. A complete introduction and background of the Union Pacific Railroad (PUD Holding Zone) Conditional Use process can be reviewed within the Staff Report provided during the 2020 CUP review process and included as an attachment herein.

Of recent issue, and the reason for a request for public hearing, is due to Minturn Builders Alliance receiving a third violation notice within a 12-month period. As outlined and approved within Resolution 26 – Series 2018 condition #6, three violations within one-year trigger a recommendation to Council for revocation of the CUP.

In May of 2020 – The Town received several resident complaints regarding the storage of non-work- related vehicles, and the absence of fencing and/or green screening around lease area boundaries.

In June of 2020 – A site visit was conducted with Reid Phillips to discuss issues of non-compliance. From this visit a warning letter was sent detailing the specific areas of non-compliance and providing a warning period to correct the potential violations before official violation notices were sent. These issues were corrected within the given period.

In December of 2020 – The Town received a resident complaint regarding the storage of an unlicensed vehicle.

In January 2021 Town staff received a complaint from a concerned resident regarding the storage of non-work related and/or unregistered vehicles within the CUP area. On Thursday, January 28, 2021 Town staff visited the CUP site and identified the vehicles with expired registrations which appeared to be non-work related in addition to another non-work-related vehicle. A second staff visit on February 2, 2021 found the vehicles in violation to still be present on the CUP property. As indicated by Condition #3 of the Conditional Use Permit; There shall be no inoperable/unlicensed vehicles kept on the property for longer than 5 days as required by the Minturn Municipal Code, Sec 7-2-70.

In March 2021, a third violation notice was sent in follow up to the second notice as the issues had

not been addressed.

These violations were/are Minturn Builders Alliance's third notice of violation. As identified in Resolution 26 – Series 2018, a third notice of violation in a 12-month period initiates staff to escalate the issue to the Council-level for recommended revocation of the CUP. Revocation is at the sole discretion of the Town Council.

Staff acknowledges the need for revisions to the original railyard CUP process. Although this will not change the need for permit holders to follow the rules outlined, this will provide the opportunity to more thoroughly mitigate and address issues at the staff level prior to being elevated to the Council. Staff expects to present an updated process at the already-determined 3-year CUP renewal period in the fall of 2021.

The process for addressing PUD Holding Zone Conditional Use Permits as outlined in Resolution 26 – Series 2018 requires staff to recommend revocation of the CUP – the Resolution provides no leeway on this matter. The Resolution does allow for the Council to hear the issues and make an independent determination based on all considerations – it does not require the Council to revoke the permit. Should Council determine not to revoke the permit, staff will look for direction on improved methods to ensure compliance, as violations may no longer be an impetus in and of themselves for a violating CUP holder to follow the conditions outlines.

Mr. Reid Phillips as the CUP holder was present and updated on the status of the violations and how he has been working with the Town to alleviate the violations and the Staff time spent on this matter.

John W. noted the violations were duly cited and the CUP procedures have been followed. He stated it was originally felt to be an equitable agreement that was workable for both parties. He stated there would be changes to the policy that would allow violations to be handled at the Staff level rather than Council level.

Michelle M. noted Staff will be addressing items at Staff level until the new conditions can be adopted in the upcoming fall. This will allow Staff to sufficiently test any new proposed changes to the CUP review process.

Public Hearing Opened
No Public Comment
Public Hearing Closed

Brian E. confirmed all cited violations had been corrected; yes.

Terry A. stated it appears that a complaint basis sets everyone up to not work together. She encouraged the neighborly approach. She noted a vehicle at Eagle River Park has not moved in months. To have only complaint basis does not always catch the obvious.

Motion by Brian E., second by George B., to reject the staff recommendation to revoke the Minturn Builders Alliance Cooperative/Reid Phillips CUP although finding this is a third violation. At this point the third violation will be pulled back. A new violation will once again bring about the need

for Council review. Motion passed 7-0.

10. Public Hearing/Action Item: Resolution 10 – Series 2021 a Resolution appointing members to the Planning Commission – Harris

Michelle M. outlined the item and instructed how the voting would follow. She stated each applicant would be able to speak and stand for questions.

The applicants were taken up in the following order:

- Lynn Teach
- Jena Skinner
- Spence Neubauer
- Elliot Hovey
- Tom Priest

Council asked questions of the applicants of their style, goals, and understanding of the town. Questions were handled in a round robin format with the same question presented to each candidate.

Motion by Terry A., second by Gusty K., to approve Resolution 10 – Series 2021 a Resolution appointing members to the Minturn Planning Commission as follows. Motion passed 7-0.

Members appointed:

- Lynn Teach
- Jena Skinner
- Tom Priest
- Elliot Hovey – Alternate

COUNCIL INFORMATION / UPDATES

11. Staff Updates (5 Min)

- Manager's Report

Minturn Water Supply Plan

Minturn's current water supply plan is from 2005. Since then, much has changed in various segments that make up the dated plan. The Town's water infrastructure, specifically the water treatment plant, cannot produce water at the levels assumed in the old plan, this combined with the increased restrictions imposed on Minturn's water rights, climate change/Cross Creek volumetric levels, increased water efficiency and increasing calls on the Colorado and Eagle Rivers necessitate an update to the 16-year-old plan. The Town Manager's office has commissioned Martin & Wood, creators of the original plan, to provide an update. The approved proposal for the updated work is included with this manager report.

Minturn Fitness Center (MFC)

MFC staff and board members continue efforts for improving the public experience at the Minturn Fitness Center. In preparation of the upcoming MFC board meeting, a survey of public members was conducted to gauge the level of satisfaction with the facility. That survey as well as a list of the ongoing efforts by staff to improve the public experience, are included with this manager report for review.

2021 Street Sweeping Schedule

It's almost that time again. The street sweeper was ordered last fall and is reserved for use in Minturn during the month of May. We ask residents to please work with the public works staff to have your vehicle removed prior to your street's scheduled sweeping date. The schedule will be going out in the April newsletter and also posted to the town website. Street signs will also be placed in advance of the date for no street parking due to maintenance. The street sweeping schedule has been included for review.

Eagle Park Reservoir Emergency Action Plan Tabletop Exercise

I participated with approximately 70 other stakeholders in a tabletop exercise simulating a breach at the Eagle Park Reservoir Dam. Due to covid and having to conduct the exercise online it was a downscaled, 4-hour exercise and covered only the big-picture items. I will not go into details however a few key points are included for reference. If any Council members would like to review the Emergency Action Plan, please let me know.

This data is simulated in the conditions of a sunny day, with the dam at maximum capacity: time from dam breach to town evacuation: 3 hours 21 minutes, peak water flow: 18,566 cfs, water wall height: approximately 17'.

Downtown Colorado Inc. (DCI) – 2021 Challenge Town Process

Staff is reviewing the process necessary to apply to become a [DCI Challenge Town](#) in 2022. This opportunity would provide resources to the town of Minturn in identifying the interest for downtown business owners and the Minturn public toward creating a more robust and sustainable downtown business community. One of the ways this might be achieved is through the creation of a [Downtown Development Authority](#). This would allow a revenue source, through the redistribution of property taxes in the downtown area, to begin investments in the downtown. This is in line Minturn's strategic goals of *Sustain and invest in the things that define Minturn as a proud, sturdy mountain town* to *“keep Minturn Minturn”* and *Advance decisions/projects/initiatives that expand future opportunity and viability for Minturn Minturn*.

WaterNow Alliance Virtual Summit

I will be participating (virtually) in the WaterNow Alliance Summit next week. Although I am unable to attend all of the session I am particularly looking forward to the “Federal Funding Networking Lounge” where representatives from the State Revolving Fund will be in attendance. I'll also be attending a “Water Infrastructure Finance and Innovation Act (WIFIA) Loans 101 Class – more to come on that.

- Future Agenda Items

MISCELLANEOUS ITEMS

12. Future Meeting Dates

- a) Council Meetings:
- April 21, 2021
 - May 5, 2021
 - May 19, 2021

13. Other Dates:

- June 5, 2021 – Town Clean Up Day

14. Adjournment

Motion by Earle B., second by Eric G., to adjourn at 11:01pm. Motion passed 7-0.

John Widerman, Mayor

ATTEST:

Jay Brunvand, Town Clerk



To: Mayor and Council

From: Jay Brunvand

Date: APRIL 21, 2021

Agenda Item: Annual renewal of Hotel and Restaurant Liquor License

REQUEST:

Staff is requesting Council to review and approve the attached annual renewal of a Hotel and Restaurant Liquor License for the Minturn Country Club Inc. located at 131 Main St.

INTRODUCTION:

This establishment has an existing H&R License and this is the annual renewal.

ANALYSIS:

Not Applicable

COMMUNITY INPUT:

Not Applicable

BUDGET / STAFF IMPACT:

The applicant has submitted the required fee of \$125.00.

STRATEGIC PLAN ALIGNMENT:

In accordance with Strategy #4 the Town will advance decisions/projects/initiatives that expand future opportunity and viability for Minturn. Both as an employer and a sales tax contributor these businesses each help further Minturn.

RECOMMENDED ACTION OR PROPOSED MOTION:

This item is approved on the Consent Agenda, no separate motion is required.

ATTACHMENTS:

- Application and supporting documentation for the license renewal.

MINTURN COUNTRY CLUB
PO BOX 517
Minturn CO 81645-0517

Fees Due		
Renewal Fee		Waived due to 20B-001
Storage Permit	\$100 X _____	\$
Sidewalk Service Area	\$75.00	\$ 75.00
Additional Optional Premise Hotel & Restaurant	\$100 X _____	Waived due to 20B-001
Related Facility - Campus Liquor Complex	\$160.00 per facility	Waived due to 20B-001
Amount Due/Paid		\$ 75.00

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name MINTURN COUNTRY CLUB INC		Doing Business As Name (DBA) MINTURN COUNTRY CLUB		
Liquor License # 04-92147-0000	License Type Hotel & Restaurant (city)	Sales Tax License # 04921470000	Expiration Date 06/06/2021	Due Date 04/22/2021
Business Address 131 MAIN STREET Minturn CO 81645		County Eagle	Phone Number 9708274114	
Mailing Address PO BOX 517 Minturn CO 81645-0517		Email Minturncc@gmail.com		
Operating Manager T.J. Ricci II	Date of Birth 11/26/75	Home Address 35 Tames Ck Edwards, CO. 81632		Phone Number 970-827-4114
1. Do you have legal possession of the premises at the street address above? Yes No Are the premises owned or rented? Owned Rented* *If rented, expiration date of lease 5/1/24				
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. Yes No				
3a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? Yes No				
3b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? Yes No				
4. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. Yes No				
5. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. Yes No				
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. Yes No				
7. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. Yes No				

Affirmation & Consent		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business	Title	
Thomas J Ricci, #	G.M.	
Signature	Date	
<i>Thomas J Ricci</i>	4/7/21	
Report & Approval of City or County Licensing Authority		
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.		
Therefore this application is approved.		
Local Licensing Authority For	Date	
Signature	Title	Attest

Question regarding other liquor license owned:

Joseph J. Honnessy III	25% shareholder	Steamboat Country Club, Inc.
------------------------	-----------------	------------------------------

T. J. Ricci	25% shareholder	Steamboat Country Club, Inc.
	50% shareholder	Mint Country Club

Tax Check Authorization, Waiver, and Request to Release Information

I, Thomas J. Ricci, Jr am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Minturn Country Club, Inc. (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101. et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and its duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business) <u>Minturn Country Club, Inc.</u>		Social Security Number/Tax Identification Number <u>84-1145788</u>	
Address <u>131 Main St</u>			
City <u>Minturn</u>		State <u>CO</u>	Zip <u>81645</u>
Home Phone Number <u>303-601-9455</u>		Business/Work Phone Number <u>970-827-4114</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>Thomas J. Ricci Jr - G.M.</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>Thomas J. Ricci Jr</u>			Date signed <u>4/7/21</u>

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).



TOWN OF MINTURN
P.O. Box 309 (302 Pine Street)
Minturn, Colorado 81645-0309
970-827-5645 Fax: 970-827-4049
treasurer@minturn.org

**FROM THE DESK OF
JAY BRUNVAND, TREASURER/FINANCE**

MEMORANDUM

To: Mike Sawyer, Attorney
Scott Peterson, ECSO/Minturn
CC:
Date: 4/12/21 3:12 PM
RE: Liquor License

Attached please find a copy of a Hotel and Restaurant Liquor License renewal application for Minturn Country Club Inc, Thomas Ricci, owner/manager, located at 131 Main St. I have reviewed the application and conducted an onsite inspection which resulted in no issues. I am forwarding it on to you for further review and your report. I will be recommending approval on the Consent Agenda to Council at the April 21, 2021 Council Meeting.

Please let me know if you have any questions or concerns, which I may be able to answer.

Thanks, jay

Minturn Bike Park Community Build Story - Video

[CLICK TO PLAY IN YOUTUBE](#)



2021 Phase 2B Completion

Phase 2B:

- 5 trails including Eagle County's first Dual Slalom Course
- #7 - Intermediate connecting trail to Upper Start Zone
- #9 - Intermediate/Advanced trail with berms, rocks, and jumps
- #10 - Advanced technical flow trail with rock drops, gaps, and features
- #11 - Intermediate/Advanced tech/flow trail with rock jumps and more
- #12 - **Beginner/Intermediate Dual Slalom Course - Race your**

Phase 2B Total Cost:

\$40,000.00



LEGEND

- ENTRY SIGNAGE / SPECTATOR AREA (SITE MAP & SAFETY SIGN, BENCHES, FLEX SPACE)
- BEGINNER/SPECTATOR ACCESS TRAIL * (8'W CONTOURED CRUSHER FINE PATH)
- BEGINNER GRAVITY SKILLS TRAIL (BERMS, ROLLERS, ROCK & BUILT SKILLS FEATURES)
- BEG/INTM GRAVITY SKILLS OPTION (TECHNICAL DIRT AND ROCK SKILLS FEATURES)
- BEG/INTM PROGRESSIVE DROP ZONE (PROGRESSIVE LADDIE BRIDGE AND ROCK DROPS)
- EXISTING MINI MILE TRAIL * (MULTI-USE, CONTOURED SINGLETRACK TRAIL)
- BEG/INTM GRAVITY FLOW TRAIL * (BERMS, ROLLERS, TABLE-TOPS & ROCK FEATURES)
- INTERMEDIATE DH TECH/FLOW OPTION (ROCK DROPS, JUMPS & TECH FEATURES)
- INTM/ADV GRAVITY FLOW TRAIL (BERMS, ROLLERS, JUMPS & ROCK FEATURES)
- ADV DH TECH/FLOW OPTION (ROCK DROPS, GAP JUMPS & TECH FEATURES)
- INTM/ADV TECH/FLOW TRAIL (ROCK JUMPS & BERMS, DROPS & TECH FEATURES)
- BEG/INTM DUAL SLALOM COURSE (DUAL, ROLLERS, BERMS AND RYTHM FEATURES)
- BEG-ADV PUMP TRACK (PHASE 2) (PROPOSED DIRT OR HARD SURFACE PUMP TRACK)
- BEG-ADV DIRT JUMP ZONE (PHASE 2) (DIRT & PREFAB JUMPS, BERMS & BUILT FEATURES)

*ACCOMMODATES ADAPTIVE MOUNTAIN BIKING

PHASE 1 *Open Summer/Fall 2020
KIDS SKILLS AREA, DIRT JUMPS & ROLLERS
PARKING, TEMP RESTROOMS, PICNIC TABLES, & GATHERING AREA

PHASE 2A *Actively Fundraising for Summer 2020
BEG/INTM/ADV FLOW TRAILS & PUMPTRACK

PHASE 2B *Planned Summer 2021
FLOW TRAILS & DUAL SLALOM COURSE
TREES/LANDSCAPING, PERMANENT RESTROOMS

BENEFITS:

- Upper Start Zone Naming Rights
- Dual Slalom Course Naming Rights
- Name Recognition on Main Sponsor Board
- Social Media Posts on Instagram and Facebook
- VVMTA Membership
- Swag Bag: Hat, Water Bottle, Sticker, Jersey, Socks
- Press Release on Local Radio and Print
- Watching thousands of kids ride these trails for generations to come - Priceless!

MINTURN BIKE PARK PHASE 2B

HOLY CROSS ENERGY
LOWER START ZONE

GERALD GALLEGOS
FAMILY PAVILION

XCEL ENERGY
MIDWAY START ZONE

MINTURN BIKE PARK COMPLETION - PHASE 2B

-  Dual Slalom Course - ("YOUR NAME HERE")
-  #11 - Loveable Outlaw - High Gear Cyclery
-  #7 - Pedal Up Power Down - Pedal Power
-  #9 - Sunrise - Sunrise Minturn
-  #10 - Super Fly - Superfly Carpentry

"YOUR NAME HERE"
UPPER START ZONE

 MINTURN BIKE PARK





MINTURN BIKE PARK



THANK YOU



To: Mayor and Council
From: Michelle Metteer & Staff
Date: April 21, 2021
Agenda Item: 2021-2023 Minturn Strategic Plan update

REQUEST: this is a first quarter update for the 2021-23 Minturn Strategic Plan. There are no requests at this time.

INTRODUCTION:

In 2020 the Minturn Town Council worked to create a “True North” Statement as well as updated the (original) Strategic Plan with the approval of the 2021-2023 Strategic Plan. This is an update to Council of the first quarter work toward the execution of the updated plan.

ANALYSIS:

There are four primary initiatives that make up the Strategic Plan:

- Practice fair, transparent and communicative local government
- Long-term stewardship of the natural beauty and health of Minturn’s environment
- Sustain and invest in the things that define Minturn as a proud, sturdy mountain town to “keep Minturn Minturn”
- Advance decisions/projects/initiatives that expand the future opportunity and viability for Minturn

Written updates have been provided for the first two initiatives. Verbal updates will be provided for the second two initiatives the night of the Council meeting.

COMMUNITY INPUT: Extensive

BUDGET / STAFF IMPACT: varies

STRATEGIC PLAN ALIGNMENT:

Practice fair, transparent and communicative local government

Long-term stewardship of the natural beauty and health of Minturn’s environment

Sustain and invest in the things that define Minturn as a proud, sturdy mountain town to “keep Minturn Minturn”

Advance decisions/projects/initiatives that expand future opportunity and viability for Minturn

RECOMMENDED ACTION OR PROPOSED MOTION: None – update only

ATTACHMENTS:

- Minturn Fitness Center Update

TOWN OF MINTURN

2021 - 2023

STRATEGIC PLAN



2018-20 Strategic Plan Adopted by the Minturn Town Council

09/05/2018 Resolution 14, Series 2018

Amended by the Minturn Town Council

07/01/2019 Resolution 27, Series 2019 – Vision Statement 07/01/2020 Resolution 20,
Series 2020 – True North Statement

2021-23 Strategic Plan Adopted by the Minturn Town Council

10/21/2021 Resolution 28 - Series 2020

STRATEGIC PLAN PURPOSE

The purpose of the Strategic Plan is to provide a cumulative roadmap for achieving the vision of the Minturn Community Plan. The 2021-23 Strategic Plan is the continuation of the first Strategic Plan created by the Town in 2018 and will set the tone for all forthcoming action items. With the Council and staff making continues progress, an emphasis toward foundational work will be a consistent theme throughout this Plan.

The Strategic Plan is designed to work in coordination with the town budget and will be reviewed by the Council every year to adjust for changes as needed. Once approved, the Council and Minturn community will have the general outline for the work expected over the planning period.

The Strategic Plan will ensure that strategies and activities undertaken by the Town are consistent with the vision and values set forth by the Town Council and Minturn community. This plan will strive to achieve the following:

- Clearly communicate with the community the goals and objectives of the town over the next two years
- Establish a 2-year planning period and provide the platform for an ongoing discussion between the staff, Council and community regarding direction of the Town
- Identify challenges and opportunities expected to arise during the planning period and propose specific goals to address these issues
- Give a framework for town staff to set measurable objectives and timelines for execution

STRATEGIC PLAN SUMMARY

Since its inception in 1904, Minturn has been a resilient and proud mountain town that full-time, working-class residents call home. With the closing of the Gilman mine and the decommissioning of the rail-lines, **Minturn has new opportunity within the mountain resort economy**. Today, **having an ideal location as a valley-wide intersection**, Minturn embraces the “basecamp position” geographically within the Eagle County region.

Core to Minturn’s values **is its strong identity as a small mountain-town community**. In the Colorado Rockies, sandwiched between two world-class resorts, this value requires maintaining **principles** and a **desire to lead by example**. Through a **willingness to confront issues** while **maintaining high standards in following the public process**, Minturn will work to stay true to this core value.

The Town is committed to providing a respectful and responsive government that follows a solutions-based approach rooted in the municipal code. To sustain community **trust**, we strive to follow a consistent **public process** in all areas of the municipal government.

Town of Minturn staff and elected officials will **support activities outlined in this strategic plan and work toward sustaining a great mountain town** by taking a **proactive approach** to municipal government. With an **engaged community** and a **safe, family-friendly environment**, Minturn endeavors to remain one of the **last great mountain towns**.

MISSION STATEMENT

“In collaboration with our community, foster the authentic small town character that is Minturn”

VISION STATEMENT

“Lead Minturn to long-term viability while preserving its unique character and genuine mountain town community”

From the Vision Statement, four key strategies are identified to guide the Town efforts:

- Practice fair, transparent and communicative local government
- Long-term stewardship of the natural beauty and health of Minturn’s environment
- Sustain and invest in the things that define Minturn as a proud, sturdy mountain town to “keep Minturn Minturn”
- Advance decisions/projects/initiatives that expand future opportunity and viability for Minturn

TRUE NORTH STATEMENT

*“Leverage Minturn’s assets to benefit and maintain our funky, proud, uniquely classic mountain town where people grow roots through creating opportunities and community engagement.”**

**Keeping in mind we are Minturn*

STRATEGIC PLAN FISCAL YEARS 2021 - 23

PRACTICE FAIR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT

The Town will seek to make **informed, data-based decisions** with a **standard** of “doing it right.” With an **honest** approach to all aspects of local government and a focus on the **public process**, the Town Council and staff are committed to serving Minturn with the honesty and integrity expected of a small-town government.

STRATEGIES

- Execute the process of updating the Community Plan through a comprehensive public engagement process.
- Commit to semi-annual door hanger notices updating residents and businesses of seasonal changes in town operations, events, Council highlights and more
- Create an annual calendar of events by November of the prior year
- Add online payment options to website
- Upgrade server for public document archive interface on website for ease
- Promote the Minturn monthly newsletter as a communication tool.
- Support code enforcement through heartwarming messages of community togetherness
 - Wildlife protection and safety
 - Verification of design review plans prior to issuing Certificate of Occupancy.
- Commit to the monthly “Minturn Matters” community sessions by Town Council

STRATEGIC PLAN FISCAL YEARS 2021 - 23

LONG-TERM STEWARDSHIP OF THE NATURAL BEAUTY AND HEALTH OF MINTURN'S ENVIRONMENT

Minturn will work to become a **leader in advancing renewable and sustainable initiatives**. With a forward-thinking approach and focus on **environmental stewardship** the town can responsibly utilize the remaining developable land in the Minturn valley.

STRATEGIES

- Create a Comprehensive Land Plan to outline and then communicate the future goals of the community.
- Support the continued EPA efforts toward clean-up of the Eagle Mine Superfund Site.
- Incorporate “Firewise” guidelines in building and site-planning practice
- Incorporate low impact development (LID) standards for landscape site design into development requirements
- Expand dog waste station program
- Zero waste Minturn Market by 2023
- Double the number of participants in the community composting program
- Capitalize on sustainable energy opportunities as they arise
- Commit to a 3-yr building code adoption cycle

STRATEGIC PLAN FISCAL YEARS 2021 - 23

SUSTAIN AND INVEST IN THE THINGS THAT DEFINE MINTURN AS A PROUD, STURDY MOUNTAIN TOWN TO “KEEP MINTURN MINTURN”

Minturn strongly values its **full-time resident community**. Founded by the working-class, the town continues to emphasize the local’s experience and **quality of life**. To maintain the **character** of Minturn and its ability to **transcend time**, the community must continually make strides to emphasize the working class.

STRATEGIES

- Update the Design Review Guidelines to better reflect the vision of the downtown area.
- Complete the Minturn Municipal Code Chapter 16 rewrite for better communication regarding code expectations across all zoning areas.
- Implement methods to recognize historic structures
- Enforce ordinances aimed at maintaining the health, safety, welfare and aesthetic of the town – snow, trash, nuisance abatement and zoning/land use
- Diversification of town-operated utilities
- Commitment to increased oversight of the Minturn Fitness Center
- Consider options for a Downtown Development Authority
- Consider implementation of a town-wide Creative Arts District
- Support local events through third party organizations
- Support commuter connectivity with Avon, Vail and Leadville
- Apply for grants to support funding of the Minturn Water CIP

STRATEGIC PLAN FISCAL YEARS 2021 - 23

ADVANCE DECISIONS/PROJECTS/INITIATIVES THAT EXPAND FUTURE OPPORTUNITY AND VIABILITY FOR MINTURN

The ability for Minturn to approach development as **resilient, sustainable, creative and diverse** will allow the town to continue embracing what has “**made Minturn, Minturn.**” The town can further leverage its crossroads location as a valley-wide benefit and **competitive advantage**.

STRATEGIES

- Secure Dowd Junction as a revenue-generating location while maintaining public access to Meadow Mountain and encouraging regional transit.
- Dowd Junction to Minturn ECO Trail connection
- Little Beach Park area master planning
- Investigate opportunities for the development of playgrounds and parks
- Consider a de-Gallagher ballot question
- Continue implementation of Minturn’s Water Capital Improvement Plan
- Develop a Capital Improvement Plan prioritizing upgrades to existing infrastructure including roads, water and storm water drainage and pedestrian/bicycle amenities
- Work closely with local business to engage them in partnership marketing opportunities with the Town, thereby helping to share costs and get more “bang for our buck” regarding marketing and advertising efforts.
- Encourage all modes of connectivity
- Continue efforts to implement sidewalks on Main Street

4/21/21 UPDATES

PRACTICE FAIR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT

The Town will seek to make informed, data-based decisions with a standard of “doing it right.” With an honest approach to all aspects of local government and a focus on the public process, the Town Council and staff are committed to serving Minturn with the honesty and integrity expected of a small-town government.

STRATEGIES

- Execute the process of updating the Community Plan through a comprehensive public engagement process.
 - 4/21/21 Update: With the help of a third-party consultant, staff applied for a Department of Local Affairs EIAF grant in February 2021 for covering the costs of executing the Community Plan update. Grant awards are expected to be announced in May/June 2021.
- Commit to semi-annual door hanger notices updating residents and businesses of seasonal changes in town operations, events, Council highlights and more
 - 4/21/21 Update: The first semi-annual update was delivered door to door in October 2020. Staff is now preparing for the spring 2021 update which will be delivered door to door in May of 2021.
- Create an annual calendar of events by November of the prior year
 - 4/21/21: Link to Town Calendar of events:
<https://www.minturn.org/calendar/month/2021-07>
- Add online payment options to website
 - 4/21/21: Online payments are now an option from the home page of the Town’s website. Here is the link to the online payments webpage:
<https://www.minturn.org/home/pages/online-payments>
- Upgrade server for public document archive interface on website for ease of use
 - 4/21/21 Update: The new server was installed by late January 2021 and user interface speeds have improved significantly. Here is the link to the documents portal:
<https://www.minturn.org/home/pages/public-records-portal>
- Promote the Minturn monthly newsletter as a communication tool.
 - The newsletter consistently goes out the second Tuesday of every month. Here is the link to the April newsletter:
https://www.minturn.org/sites/g/files/vyhlf3486/f/uploads/april_newsletter_final_v3.pdf
- Support code enforcement through heartwarming messages of community togetherness
 - Wildlife protection and safety
 - Verification of design review plans prior to issuing Certificate of Occupancy.
- Commit to the monthly Minturn Matters community sessions by Town Council

4/21/21 UPDATES

LONG-TERM STEWARDSHIP OF THE NATURAL BEAUTY AND HEALTH OF MINTURN'S

ENVIRONMENT

Minturn will work to become a leader in advancing renewable and sustainable initiatives. With a forward-thinking approach and focus on environmental stewardship the town can responsibly utilize the remaining developable land in the Minturn valley.

STRATEGIES

- Create a Comprehensive Land Plan to outline and then communicate the future goals of the community.
 - 4/21/21 Update – Staff is hopeful with the commencement of the Community Plan update the next natural step will be a lands plan. There is no specific action being taken to achieve this goal at this time.
- Support the continued EPA efforts toward clean-up of the Eagle Mine Superfund Site.
 - 4/21/21 Update – Minturn continues to work with the EPA on matters pertaining to the superfund site. Staff is currently working with the EPA and CDPHE regarding (possible) plans for a wellfield just to the east of the superfund site.
- Incorporate “Firewise” guidelines in building and site-planning practice
 - 4/21/21 Update – Within the Community Plan Update grant application includes updates to MMC Chapter 16 & 17 which will include references to such guidelines.
- Incorporate low impact development (LID) standards for landscape site design into development requirements
 - 4/21/21 Update – Within the Community Plan Update grant application includes updates to MMC Chapter 16 & 17 which will include references to such guidelines.
- Expand dog waste station program
 - 4/21/21 Update – No expansions of the waste program have been created; however, the Town did extend the agreement for the maintenance of the waste stations at both the Meadow Mountain and Grouse Creek trailheads. Additional waste stations can/will be installed as needed.
- Zero waste Minturn Market by 2023
 - 4/21/21 Update – The 2021 Minturn Market will include recycling and compost stations, so although not zero-waste, we’re getting closer. Walking Mountains Science Center will be on hand at each market to assist visitors in putting the recycling, compost and waste items into the proper bins.
- Double the number of participants in the community composting program
- Capitalize on sustainable energy opportunities as they arise
 - 4/21/21 Update – The Town recently adopted the Updated Climate Action Plan. Additionally, the Town of Minturn is a finalist for the Actively Green Business of the Year.
- Commit to a 3-yr building code adoption cycle –
 - 4/21/21 Update - Council has approved this cycle (let’s confirm this)

MFC
 FY 2021-2022 Financial File
 21-22 Budget vs 20-21 Forecast

	2021/2022 B	2020/2021 F	2019/2020	21/22-20/21	21/22-19/20
	BUDGET	FORECAST	ACTUAL	Variance	Variance
Revenue					
Annual Memberships	9,000	511	15,648	8,489	(6,648)
6 Month Memberships	2,200	-		2,200	2,200
Monthly Memberships	20,000	9,214	34,860	10,786	(14,860)
Corporate Memberships	5,100	-	5,100	5,100	-
SSCV Athlete Memberships	48,500	-		48,500	48,500
Group Classes	4,000	2,570	6,038	1,430	(2,038)
Personal Training	22,000	20,824	39,894	1,176	(17,894)
Sports Psych		-	645	-	(645)
Punch Cards		-	400	-	(400)
Drop Ins	1,400	5,090	6,765	(3,690)	(5,365)
Discounts		-		-	-
Cycling		-		-	-
Memberships Other		700	1,010	(700)	(1,010)
Membership Revenue	112,200	38,909	110,360	73,291	1,840
Rental Revenue		-	108	-	(108)
Conferences		-	(12,598)	-	12,598
Misc Revenue, Merch & Equip	200	4,532	2,615	(4,332)	(2,415)
MFC Revenue	112,400	43,441	100,485	68,959	11,915
Payroll Expense					
Trainer Wages	13,700	6,107		7,593	
Admin/Other Wages	41,563	43,123		(1,560)	
Wages & Taxes			72,712		
Payroll Taxes	4,587	4,107	1,270	480	
Worker's Comp Insurance	1,700	602		1,098	
Total Payroll	61,550	53,939	73,982	7,611	(12,432)
Operating Expense					
Dues and Fees	7,500	11,410	9,418	(3,910)	(1,918)
Credit Card Fees	4,000	2,595	4,448	1,405	(448)
Insurance	9,000	9,278	8,738	(278)	262
Staff Training	300	50	411	250	(111)
Advertising Expense	1,000	477	1,126	523	(126)
Miscellaneous Expense	500	-		500	500
Maintenance & Repair	12,000	7,081	16,328	4,919	(4,328)
Software & Computer	72	106	836	(34)	(764)
Photocopy	1,600	2,174	1,625	(574)	(25)
Equipment	4,000	8,195	7,056	(4,195)	(3,056)
General, Office & Cleaning Supplies	5,000	5,363	3,633	(363)	1,367
Professional Cleaning Services	14,000	12,275	-	1,725	14,000
Telephone & Internet & TV	5,600	6,853	5,884	(1,253)	(284)
Utilities (water, electric, trash, etc.)	30,000	28,226	30,200	1,774	(200)
Uniforms	1,500	926	370	574	1,130
Operating Expense	96,072	95,009	90,073	1,063	5,999
Total Expenses	157,622	148,948	164,055	8,674	(6,433)
Operating Income	(45,222)	(105,507)	(63,570)	60,285	(41,937)

MFC
 FY 2020-2021 Financial File
 Forecast v. Budget

	2020/2021 F	2020/2021 B	
	FORECAST	BUDGET #	Variance
Revenue			
Annual Memberships	511		511
6 Month Memberships	-		-
Monthly Memberships	9,214		9,214
Corporate Memberships	-		-
Group Classes	2,570		2,570
Personal Training	20,824		20,824
Sports Psych	-		-
Punch Cards	-		-
Drop Ins	5,090		5,090
Discounts	-		-
Cycling	-		-
Memberships Other	700		700
Membership Revenue	38,909	60,000	(21,091)
Rental Revenue	-	-	-
Conferences	-	-	-
Misc Revenue, Merch & Equip	4,532	600	3,932
MFC Revenue	43,441	60,600	(17,159)
Payroll Expense			
Trainer Wages	6,107		(6,107)
Admin/Other Wages	43,123		
Payroll Taxes	4,107		
Worker's Comp Insurance	602		(602)
Total Payroll	53,939	65,000	(6,709)
Operating Expense			
Dues and Fees	11,410	10,000	(1,410)
Credit Card Fees	2,595	2,400	(195)
Insurance	9,278	9,000	(278)
Staff Training	50	250	200
Advertising Expense	477	1,100	623
Miscellaneous Expense	-	50	
Maintenance & Repair	7,081	16,000	8,919
Software & Computer	106	400	294
Photocopy	2,174	2,000	(174)
Equipment	8,195	5,000	(3,195)
General, Office & Cleaning Supplies	5,363	3,300	(2,063)
Professional Cleaning Services	12,275	-	(12,275)
Telephone & Internet & TV	6,853	6,000	(853)
Utilities (water, electric, trash, etc.)	28,226	31,000	2,774
Uniforms	926	1,500	574
Operating Expense	95,009	88,000	(7,059)
Total Expenses	148,948	153,000	(13,768)
Operating Income	(105,507)	(92,400)	(13,107)

MFC
 FY 19-20 Financial File
 Actual v. Bud

	2019/2020 A	2019/2020 B	
	Actual	Budget	Variance
Revenue			
Annual Memberships	15,648		15,648
6 Month Memberships	-		-
Monthly Memberships	34,860		34,860
Corporate Memberships	5,100		5,100
Group Classes	6,038		6,038
Personal Training	39,894		39,894
Sports Psych	645		645
Punch Cards	400		400
Drop Ins	6,765		6,765
Discounts	-		-
Memberships Other	1,010		1,010
Membership Revenue	110,360	105,000	5,360
Rental Revenue	108	-	108
Conferences	(12,598)	500	(13,098)
Misc Revenue	2,615	-	2,615
MFC Revenue	100,485	105,500	(5,016)
Payroll Expense			
Salaries and PR Tax	72,712		(72,712)
Worker's Comp Insurance	1,270		(1,270)
Total Payroll	73,982	84,000	(73,982)
Operating Expense			
Dues and Fees	9,418	6,000	(3,418)
Credit Card Fees	4,448	4,500	52
Insurance	8,738	8,000	(738)
Staff Training	411	500	89
Miscellaneous & Advertising	1,126	1,300	174
Maintenance & Repair	16,328	15,000	(1,328)
Software & Computer	836	200	(636)
Photocopy	1,625	2,000	375
Equipment	7,056	5,500	(1,556)
General & Office Supplies	3,633	4,200	567
Telephone & Internet & TV	5,884	6,500	616
Utilities	30,200	32,000	1,800
Uniforms	370	1,500	1,130
Operating Expense	90,073	87,200	(2,873)
Total Expenses	164,055	171,200	(76,855)
Operating Income	(63,570)	(65,700)	2,130

MFC
FY 2020-2021 Financial File
2020/2021 Monthly P&L Actual

	May 2020A	June 2020A	July 2020A	August 2020A	September 2020A	October 2020A	November 2020A	December 2020A	January 2021A	February 2021A	March 2021A	April 2021A	Total YTD 2021A	
Revenue														
Annual Memberships	-			(1,685)		608		594		994			511	
6 Month Memberships	-												-	
Monthly Memberships	65	65	163	(688)	195	(98)	1,420	2,220	2,042	2,610			7,994	
Corporate Memberships	-												-	
Group Classes	-					2,600	(75)						2,525	
Personal Training	2,830	5,307	6,420	3,285	(384)	704	(200)		1,600	1,000			20,562	
Sport Psych	-												-	
Punch Cards	-												-	
Drop Ins	-				530	410	520	460	650	340			2,910	
Discounts	-												-	
Cycling Studio?	-												-	
Memberships-Other	-	20					120	180	170	180			670	
Membership Revenue	2,895	5,392	6,583	912	341	4,224	1,785	3,454	4,462	5,124	-	-	35,172	-
Rental Revenue	-									-			-	
Conferences	-												-	
Misc Revenue, Merch & Equip	62	77	-	2,935			623		301	85			4,083	
MFC Revenue	2,957	5,469	6,583	3,847	341	4,224	2,408	3,454	4,763	5,209	-	-	39,255	-
Payroll Expense														
Trainer Wages	946	2,683	1,962	3,187	645	559	1,050	1,363	996	1,340			14,731	
Admin/Other Wages	833	974	1,021	1,016	2,562	4,490	4,688	3,515	4,479	3,939			27,517	
Payroll Taxes	149	307	251	353	269	424	482	409	460	443			3,548	
Worker's Comp Insurance	-	417	(493)		415	415							754	
Total Payroll	1,929	4,381	2,740	4,557	3,891	5,888	6,220	5,287	5,935	5,722	-	-	46,550	-
Operating Expense														
Dues and Fees	421	467	400	400	1,498	400	512	3,682	415	913			9,109	
Credit Card Fees	160	190	192	263	221	135	336	181	222	297			2,198	
Insurance	627	-		3,413	664	664	664	664	664	664			8,024	
Staff Training	-	-		50									50	
Advertising Expense	-	203				171	102	1					477	
Miscellaneous Expense	-	-											-	
Maintenance & Repair	166	69				588	369	740		3,875			5,806	
Software & Computer	-	20	6	6	6	6	6	6	6	6			68	
Photocopy	102	108	113	107	123	143	154	165	143	145			1,303	
Equipment	-	-		147		315	209	3,601	4,052	(129)			8,195	
General, Office & Cleaning Supplies	61	583	219	413	613	670	1,716	28	340	335			4,978	
Professional Cleaning Services						3,675	3,325	700	1,575				9,275	
Telephone & Internet & TV	1,012	506	506	506		1,013	506	506	506	1,285			6,346	
Utilities (water, electric, trash, etc.)	6,164	1,043	1,143	2,223	2,134	2,312	2,181	2,219	2,355	2,261			24,036	
Uniforms	-	556	-										556	
Operating Expense	8,714	3,745	2,579	7,528	5,259	10,092	10,080	12,493	10,278	9,652	-	-	80,421	-
Total Expenses	10,643	8,126	5,320	12,085	9,150	15,980	16,300	17,780	16,213	15,375	-	-	126,971	-
Operating Income	(7,686)	(2,657)	1,263	(8,238)	(8,809)	(11,756)	(13,892)	(14,326)	(11,450)	(10,166)	-	-	(87,716)	-

SSCV Cash Contributions to fund MFC Operations

20-21 Cash Transfers		19-20 Cash Transfers		18-19 Cash Transfers		17-18 Cash Transfers		16-17 Cash Transfers		14-15 Cash Transfers	
5/13/2020	\$2,500	5/20/2019	\$5,000	5/15/2018	\$5,000	5/1/2017	\$2,500	6/30/2016	\$5,000	9/9/2014	\$100,000
6/1/2020	\$5,000	5/28/2019	\$10,000	5/30/2018	\$5,000	5/15/2017	\$5,000	10/6/2016	\$5,000		
7/1/2020	\$5,000	6/18/2019	\$2,500	6/13/2018	\$5,000	5/30/2017	\$2,500	12/6/2016	\$5,000		
8/18/2020	\$5,000	6/27/2019	\$2,500	8/1/2018	\$10,000	7/3/2017	\$5,000	1/26/2017	\$5,000		
8/24/2020	\$2,500	8/26/2019	\$2,500	11/21/2018	\$5,000			2/14/2017	\$5,000		
9/16/2020	\$5,000	10/11/2019	\$2,500	12/28/2018	\$2,500			3/16/2017	\$5,000		
10/5/2020	\$5,000	11/14/2019	\$2,500	2/22/2019	\$2,500			3/24/2017	\$5,000		
10/23/2020	\$5,000	11/27/2019	\$2,500	3/28/2019	\$2,500			4/24/2017	\$2,500		
11/2/2020	\$5,000	12/18/2019	\$2,500								
11/12/2020	\$5,000	2/4/2020	\$2,500								
11/27/2020	\$5,000	2/13/2020	\$5,000								
12/8/2020	\$5,000	2/14/2020	\$5,000								
12/19/2020	\$10,000	3/3/2020	\$2,500								
1/12/2021	\$5,000	3/12/2020	\$2,500								
1/15/2021	\$5,000	3/26/2020	\$2,500								
2/4/2021	\$5,000	4/3/2020	\$2,500								
2/11/2021	\$5,000	4/27/2020	\$2,500								
Total	\$85,000	Total	\$57,500	Total	\$37,500	Total	\$15,000	Total	\$37,500	Total	\$100,000

TOTAL \$332,500

MFC Historical Financial Performance

	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	Total
Revenue	\$91,141	\$108,452	\$116,483	\$138,644	\$124,799	\$100,484		\$680,002
Expense	\$139,750	\$133,208	\$156,902	\$146,338	\$155,329	\$164,054		\$895,581
Net Income	-\$48,609	-\$24,756	-\$40,419	-\$7,694	-\$30,531	-\$63,571		-\$215,579

	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021F
Revenue					
Annual Memberships	28,558	21,746	23,573	15,648	511
6 Month Memberships					
Monthly Memberships	26,548	36,192	37,377	34,860	9,214
Corporate Memberships	4,590	4,760	6,460	5,100	0
Group Classes	11,360	11,535	9,664	6,038	2,570
Personal Training	31,809	39,536	33,406	39,894	20,824
Sports Psych	0	0	420	645	0
Punch Cards	0	0	0	400	0
Drop Ins	2,086	5,845	5,610	6,765	5,090
Discounts	0	0	0	0	0
Cycling	0	0	0	0	0
Memberships Other	0	1,855	0	1,010	700
Membership Revenue	104,951	121,468	116,510	110,360	38,909
Rental Revenue	12,000	7,650	4,050	108	0
Conferences	0	7,263	-838	-12,598	0
Misc Revenue, Merch & Equip	-468	2,263	5,078	2,615	4,532
MFC Revenue	116,483	138,644	124,799	100,484	43,441
Payroll Expense					
Trainer Wages					6,107
Admin/Other Wages					43,123
Wages & Taxes	74,597	65,187	67,504	72,712	0
Payroll Taxes					4,107
Worker's Comp Insurance	897	1,121	614	1,270	602
Total Payroll	75,494	66,308	68,118	73,982	53,939
Operating Expense					
Dues and Fees	6,384	4,145	6,986	9,418	11,410
Credit Card Fees	4,577	5,059	4,470	4,448	2,595
Insurance	8,130	8,480	8,230	8,738	9,278
Staff Training	0	350	459	411	50
Advertising Expense	4,122	1,537	1,065	868	477
Miscellaneous Expense	0	0	1,638	259	0
Maintenance & Repair	11,296	6,889	9,893	16,328	7,081
Software & Computer	0		25	836	106
Photocopy	1,376	2,517	2,424	1,625	2,174
Equipment	1,746	7,111	7,894	7,056	8,195
General, Office & Cleaning Supplies	2,830	4,190	4,884	3,633	5,363
Professional Cleaning Services	0	0	0	0	12,275
Telephone & Internet & TV	7,453	5,905	6,868	5,884	6,853
Utilities (water, electric, trash, etc.)	32,493	32,321	30,878	30,200	28,226
Uniforms	1,000	1,526	1,500	370	926
Operating Expense	81,408	80,030	87,212	90,072	95,009
Total Expenses	156,902	146,338	155,329	164,054	148,948
Operating Income	-40,419	-7,694	-30,530	-63,571	-105,507

MFC
 FY 20-21 Financial File
 Balance Sheet

	2/28/2021	2/28/2020	\$ Change
Current Assets			
Cash	1,295	1,952	(657)
A/R	(1,640)	5	(1,645)
Total Current Assets	(345)	1,956	(2,301)
Fixed Assets	2,111,886	2,111,886	-
Total Assets	2,111,541	2,113,842	(2,301)
Current Liabilities			
Accounts Payable	-	-	-
Credit Cards	-	-	-
Total Current Liabilities	-	-	-
Long Term Liabilities			
Advance from Joint Venture	110,000	12,500	97,500
Total Liabilities	110,000	12,500	97,500
Long Term Liabilities & Equity	2,111,541	2,113,842	(34,417)
Total Liabilities & Equity	2,111,541	2,113,842	(2,301)

MINTURN FITNESS CENTER PROPOSED SPRING & SUMMER SCHEDULE									
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday		
6:30 AM		OPEN GYM	OPEN GYM	OPEN GYM	OPEN GYM			Annual SSCV Volume at MFC	
7:00 AM								April	Low
7:30 AM		OPEN GYM	OPEN GYM	OPEN GYM	OPEN GYM			May	Low
8:00 AM	OPEN GYM							June	Med
8:30 AM		SSCV TEAM	SSCV TEAM	SSCV TEAM	SSCV TEAM			July	High
9:00 AM								August	High
9:30 AM	SSCV TEAM	SSCV TEAM	SSCV TEAM	SSCV TEAM	SSCV TEAM			September	High
10:00 AM								October	High
10:30 AM		SSCV TEAM	SSCV TEAM	SSCV TEAM	SSCV TEAM	OPEN GYM	OPEN GYM	November	Med
11:00 AM								December	Med
11:30 AM	SSCV TEAM	SSCV TEAM	SSCV TEAM	SSCV TEAM	SSCV TEAM			January	Med/Low
12:00 PM		OPEN GYM	OPEN GYM	OPEN GYM	OPEN GYM			February	Med/Low
12:30 PM								March	Med/Low
1:00 PM		OPEN GYM	OPEN GYM	OPEN GYM	OPEN GYM	SSCV TEAM	SSCV TEAM	April	Low
1:30 PM	OPEN GYM								
2:00 PM		SSCV TEAM	SSCV TEAM	SSCV TEAM	SSCV TEAM				
2:30 PM									
3:00 PM	SSCV TEAM	SSCV TEAM	SSCV TEAM	SSCV TEAM	SSCV TEAM	SSCV TEAM	SSCV TEAM		
3:30 PM									
4:00 PM		SSCV TEAM	SSCV TEAM	SSCV TEAM	SSCV TEAM				
4:30 PM									
5:00 PM	SSCV TEAM	SSCV TEAM	SSCV TEAM	SSCV TEAM	SSCV TEAM				
5:30 PM		OPEN GYM	OPEN GYM	OPEN GYM	OPEN GYM				
6:00 PM									
6:30 PM		OPEN GYM	OPEN GYM	OPEN GYM	OPEN GYM				
7:00 PM									
7:30 PM	OPEN GYM	OPEN GYM	OPEN GYM	OPEN GYM	OPEN GYM				
8:00 PM		OPEN GYM	OPEN GYM	OPEN GYM					
8:30 PM									
9:00 PM		OPEN GYM	OPEN GYM	OPEN GYM					
9:30 PM									
OPEN GYM:	5.5	8	8	8	6.5	3	3	42	
SSCV TEAMS:	6	6	6	6	6	3	3	36	

MFC Projects, Policies and Other Improvements:

Surveys

- Member survey completed
- Plan to conduct a Non-member survey at a later date to gauge what residents are looking for (how to grow membership)

Programs and Policies

- Rates - Lower Rates are helping to grow membership. We are averaging 2 - 3 new member sign-ups per week.
- Expanded Open Gym times also having a positive effect on memberships.
- Volunteer / Trade Program implemented (completed). Program is going very well, we currently have 5 participants in this program.
- Member Referral Program - Being rolled out later this month (April 2021)
- Working on new tiered, corporate rates (previously was one flat corporate rate regardless of the number of employees). - In progress
- No Show Policy Implemented
- Monthly Email Newsletter with Important Updates and Announcements being rolled out later this month (April 2021)
- Implemented a new member welcome email (completed)
- Updated confirmation emails with more detailed & accurate information (completed)
- Implemented cutoff times for certain classes as appropriate, to allow for proper planning
- Weekly MFC Staff Meeting Occuring, with presence by Town of Minturn (Cindy Krieg)
- Implementing a Quarterly All-Staff Meeting (to include volunteer / trade staff), first meeting to be held later this month (April 2021)
- Working on a gym orientation with staff, so staff are better equipped to handle questions from members

Documents

- Member Agreement and other documents moved to Google Docs for easy updating, and for translation to Spanish (document translations in progress)

Marketing:

- Continuing to include MFC updates in Town newsletter

Increase Social Media Presence:

- Promoting new lower rates and expanded open gym times
- Promote personal training
- Focus on Instagram and Facebook. Delete Twitter account

Other:

- Reporting
 - Weekly Membership Totals Report
 - Bi-Weekly Open Gym Attendance Report
- Utilizing both front and rear entrance of MFC, to provide convenience (and safety in winter months) for members
- Updates to manager duties
- Updates to how-to guides in binder



To: Mayor and Council
From: Jay Brunvand
Date: February 17, 2021
Agenda Item: Resolution 11 – Series 2021

REQUEST:

Staff is requesting Council to approve Resolution 11 – Series 2021 a Resolution in support of a Colorado Dept of Transportation Financial Grant for use in extending the sidewalk in the South Minturn area from where it left off last summer, approximately the 950 area of Main St and extending to approximately the Boneyard Park, approximately 1351 Main St.

INTRODUCTION:

During the April 7, 2021 Council Meeting, Council approved the application for this grant and the allocation of the 20%, \$400,000, grant match. Resolution 11-2021 memorializes this Council direction.

ANALYSIS:

This Resolution directs support of the application of a CDOT Grant to assist in funding for this project. The intent is to match Town funds with available grants for the installation of sidewalk/curb/gutter an additional approximate three blocks south from where it currently terminates. This project will formalize parking, drainage, and sidewalk as well as open up safe pedestrian traffic to the Boneyard Park and river access for recreation. The project will add additional safe areas for school and ECO Transit buses as well as access north into the main part of town and Little Beach park.

COMMUNITY INPUT:

The community has had ample input in previous comments, community surveys, and the project is in line with our adopted Strategic Plan.

BUDGET / STAFF IMPACT:

Up to \$400,000. It is anticipated these funds will come from existing unrestricted savings and additional grants available that we might qualify for.

STRATEGIC PLAN ALIGNMENT:

ADVANCE DECISIONS/PROJECTS/INITIATIVES THAT EXPAND FUTURE OPPORTUNITY AND VIABILITY FOR MINTURN PRACTICE FAIR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT LONG-TERM STEWARDSHIP OF THE NATURAL BEAUTY AND HEALTH OF MINTURN'S ENVIRONMENT

RECOMMENDED ACTION OR PROPOSED MOTION:
Motion to approve Resolution 11 – Series 2021 as presented.

ATTACHMENTS:
Resolution 11 – Series 2021

**TOWN OF MINTURN, COLORADO
RESOLUTION NO. 11 – SERIES 2021**

**A RESOLUTION OF SUPPORT AND AUTHORIZATION
FOR GRANT SUBMITTAL OF AN APPLICATION TO THE
COLORADO DEPARTMENT OF TRANSPORTATION
(CDOT) FOR COMMITMENT OF FUNDING FOR A
(CDOT) REVITALIZING MAIN STREETS FOR
CONSTRUCTION OF PEDESTRIAN AND NON-
MOTORIZED FORMS OF TRANSPORTATION ALONG
U.S. HIGHWAY 24 WITHIN THE TOWN OF MINTURN,
EAGLE COUNTY, COLORADO**

WHEREAS, The Town of Minturn recognizes the benefits of acquiring alternative funding sources for operations and capital improvements to the Town transportation system through the pursuit of federal/state grants, public/private cost sharing opportunities, and other community share resources; and,

WHEREAS, The Town of Minturn sees this CDOT Grant opportunity as a way to achieve goals set by our community; and

WHEREAS, The area of US Highway 24 within Minturn has been identified as providing inadequate and potentially unsafe bicycle and pedestrian facilities; and,

WHEREAS, Certain school bus stops for children have inadequate sidewalks leading to the stops; and

WHEREAS, US Highway 24 is increasingly being used by bicyclists for general recreation, tours and races; and widened paved road shoulders would provide a safety enhancement; and

WHEREAS, US Highway 24 is a Colorado Scenic Byway and consideration will be given to construct turnouts and viewing areas; and

WHEREAS, The Town of Minturn's Master Plan identifies and recommends that sidewalks or trails or paths be incorporated along US Highway 24; and,

WHEREAS, As adopted in the Strategic Plan by the Town of Minturn the Town will advance decisions, projects, and initiatives that expand future opportunities and the continued viability for Minturn; and

WHEREAS, The Town of Minturn has identified and committed to a contribution of up to \$400,000 in available reserves required by the grant as a 20% match; and

WHEREAS, The Town of Minturn's Master Plan identifies and recommends that sidewalks or trails or paths be incorporated along US Highway 24; and,

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

1. The Town Council of the Town of Minturn, CO supports any potential grant awarded by CDOT to the Town of Minturn.
2. The Town Council of the Town of Minturn, CO has sufficient funds on hand to match the required 20% contribution of cash funding up to \$400,000.
3. The Town Council of The Town of Minturn, CO authorizes the expenditure of funds necessary to meet the terms and obligations of any Grant awarded.
4. This resolution to be in full force and effect from and after its passage and approval.

INTRODUCED, READ, APPROVED, ADOPTED AND RESOLVED THIS 21st DAY OF APRIL, 2021.

TOWN OF MINTURN

By: _____
John Widerman, Mayor

ATTEST:

Jay Brunvand, Town Clerk



To: Mayor and Council
From: Jay Brunvand
Date: April 21, 2021
Agenda Item: Resolution 12 – Series 2021

REQUEST:

Council is asked to approve Resolution 12 - Series 2021, a Resolution to dedicate the \$2,000 Community Enhancement Donation from Holy Cross Energy to support the design and engineering of sidewalks in south Minturn.

INTRODUCTION:

Annually Holy Cross Energy donates \$2,000 to Minturn as part of the Franchise Agreement with the purpose of being dedicated to community enhancement.

ANALYSIS:

This will be the fourth year Minturn will contribute the Holy Cross Community Enhancement funds towards the sidewalk project.

COMMUNITY INPUT:

The Community Survey indicated safety and pedestrian access as community priorities.

BUDGET/ STAFF IMPACT:

Decrease project cost coverage by \$2,000

STRATEGIC PLAN ALIGNMENT:

In accordance with Strategy #3 to sustain and invest in the things that define Minturn as a proud, sturdy mountain town to "Keep Minturn Minturn". Minturn strongly values its full-time resident community. Founded by the working-class, the town continues to emphasize the local's experience and quality of life. To maintain the character of Minturn and its ability to transcend time, the community must continually make strides to emphasize the working class.

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to approve Resolution 12 – Series 2021 as proposed.

ATTACHMENTS:

- Resolution 12 – Series 2021

**TOWN OF MINTURN, COLORADO
RESOLUTION NO. 12 – SERIES 2021**

**A RESOLUTION ALLOCATING THE 2021 HOLY CROSS ENERGY
COMMUNITY ENHANCEMENT FUND PROCEEDS FOR THE
PURPOSE OF CONTRIBUTING TO THE DESIGN AND ENGINEERING
OF SIDEWALKS IN SOUTH MINTURN**

WHEREAS, Section 11.1 of the Holy Cross Energy Franchise Agreement, renewed in 2011, states that Holy Cross Energy Community Enhancement funds can be used for beautification projects and development thereof; and

WHEREAS, The Town has requested the use of these 2021 funds, in the amount of \$2,000, from Holy Cross for the purpose of contributing to the design and engineering of sidewalk sections in South Minturn to enhance vehicle and pedestrian traffic;

NOW THEREFORE, BE IT RESOLVED by the Town of Minturn Town Council, State of Colorado, the Holy Cross Energy Community Enhancement Fund proceeds from the fiscal year 2021 will be applied toward sidewalk restoration to enhance vehicle and pedestrian traffic.

**INTRODUCED, READ, APPROVED, ADOPTED AND RESOLVED this
21st day of April, 2021.**

TOWN OF MINTURN

By: _____
John Widerman, Mayor

ATTEST:

Jay Brunvand, Town Clerk

Request for Proposals

Project: Asphalt Rehabilitation Project – Pine Street
Minturn, CO 81645

Date: February 3, 2021

Bid Proposals Due: March 1, 2021

Submit To: Inter-Mountain Engineering Phone: (970) 949-5072
PO Box 978
Avon CO 81620

All questions should be submitted in writing to: Brad Stempihar: bstempihar@inter-mtn.net

A. Background: For clarification, among the background information provided, the Scope of the “Asphalt Rehabilitation Project -Pine Street.” is described under “Scope of Work” noted below.

The Town of Minturn is soliciting bids for asphalt repair options to extend the pavement life of the existing asphalt roadway platform. The deteriorating section of roadway along Pine St. is from Mann St. to Norman Ave. and is approximately 0.31 miles in length, varying width from 28’-30’ (Avg. 30’). Bidder shall be responsible to perform a site walk and confirm existing conditions and familiar themselves with the site.

B. Terms and Conditions:

1. Schedule for Work: After the Town selects the lowest-qualified Bidder, the Work is anticipated to start after May 17, 2021 (*weather dependent) and needs to be completed by end of June 25, 2021. The Contractor will coordinate their schedule with the Town and Inter-Mountain Engineering (Town Engineer).

2. Bid Breakdown: The Bid Form provided must be completed fully in order for your Bid Proposal to be considered by the Owner. Additional bid breakdown information may be provided at your discretion. Lump Sum Bid Proposals shall be inclusive of all labor, materials, equipment, taxes, freight, insurance, overhead, permits, fees, and profit for each division of the specifications for the project per the attached Bid Form.

DENVER OFFICE

6551 S. Revere Pkwy., Suite 165 | Centennial, CO 80111 | Phone: 303.948.6220 | Fax: 303.948.6526

VAIL VALLEY OFFICE

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C. Scope of Work Option 1: Spray-Injection Patching

Provide full-service package for the following. The Work shall include:

- a. Mobilization and Traffic Control
- b. Preparation of Existing Asphalt Surface (i.e. power washing, street sweeping, etc.)
- c. Install spray-injection patching for identified asphalt areas along roadway
- d. Site Cleanup

Scope of Work Option 2: Chip Seal

Provide full-service package for the following. The Work shall include:

- a. Mobilization and Traffic Control
- b. Preparation of Existing Asphalt Surface (i.e. power washing, street sweeping, etc.)
- c. Install 3/8" chip seal along roadway, including fog seal after application
- d. Site Cleanup

Scope of Work Option 3: Slurry Seal

Provide full-service package for the following. The Work shall include:

- a. Mobilization and Traffic Control
- b. Preparation of Existing Asphalt Surface (i.e. power washing, street sweeping, etc.)
- c. Install Type II slurry seal (3% Latex Min.) along roadway
- d. Site Cleanup

D. Drawings and Specifications: Included are overall site images as Exhibit A, but there are no Construction other Documents associated with this RFP. Work is to be as described above and performed in accordance with applicable Codes, Manufacturer Installation Requirements, and Standard of Care within the industry. Bidder is responsible for requesting any other documents/drawings or scheduling a site visit that would be necessary to prepare a complete Bid Proposal.

E. Temporary facilities: Each Contractor is responsible for receiving and storing materials in a Contractor storage box and for clean-up of any waste generated by their Scope of Work on a daily basis. Each Contractor must also provide temporary Toilet facilities for their employees.

F. Safety: All safety equipment necessary to comply with OSHA standards will be required on the Project at all times, no exceptions! Safety is the responsibility of each Contractor.

G. Subcontract and Insurance: The Town's standard contract Terms and Conditions and insurance requirements will apply to any contracts resulting from this request. The Town reserves the right to accept or reject any or all Bid Proposals.

END REQUEST FOR PROPOSALS.

Town of Minturn-Pine St.

Bid Tab

Project Number: 20-0021

Date: February 3, 2021



Item	Description				
		Quantity	Unit	Unit Price	Total
1 Option #1					
1.1	Mobilization & Traffic Control	1	L.S.		
1.2	Surface Preparation and Spray Injection Emulsion Patching For Failed Asphalt Areas	660	GAL		
1.3	Other:				
					Option #1 Subtotal
2 Option #2					
2.1	Mobilization & Traffic Control	1	L.S.		
2.2	Surface Preparation and Install 3/8" Chip Seal (Includes Fog Seal)	5,440	S.Y.		
2.3	Other:				
					Option #2 Subtotal
3 Option #2					
3.1	Mobilization & Traffic Control	1	L.S.		
3.2	Surface Preparation and Install Type II Slurry Seal (3% Latex Min)	5,440	S.Y.		
3.3	Other:				
					Option #3 Subtotal

Exhibit A

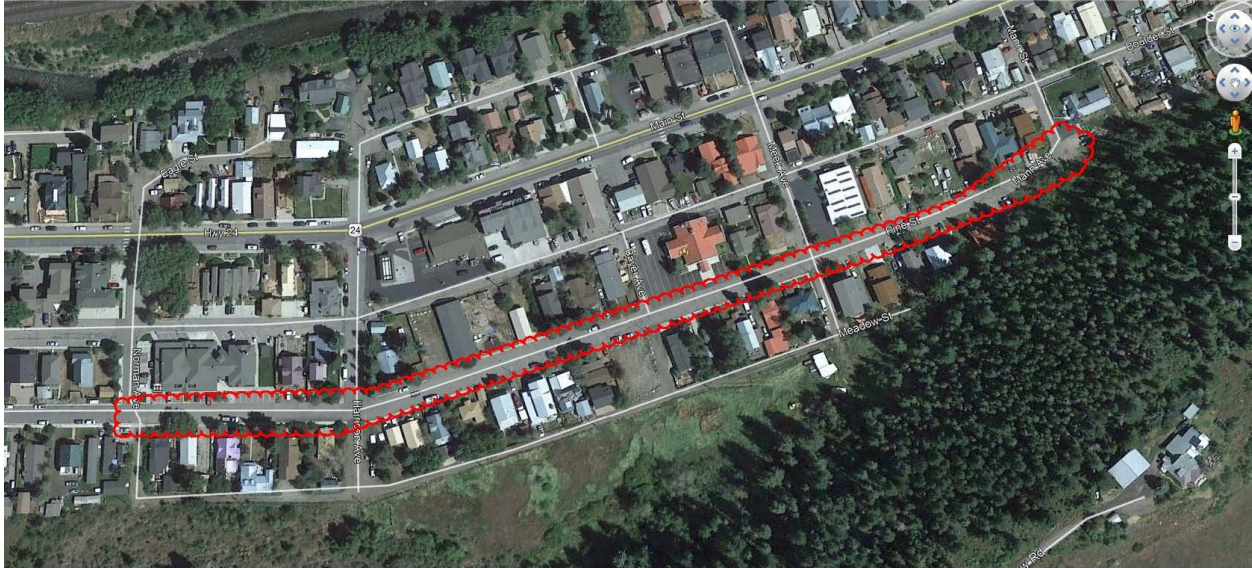


Image 1 – Overall Site Location



Image 2 – Pine St (South Section)

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Image 3 – Pine St (Middle Section)



Image 4 – Pine St (North Section)

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TOWN OF MINTURN CAPITAL IMPROVEMENTS - ORDER OF MAGNITUDE ESTIMATE

PROJECT NUMBER: 19-0015

DATE: June 20, 2019



**Estimates provide rough order of magnitude costs to provide guidance as to the size of the project. Estimates are based upon the Engineer's experience and best judgement and not based on design or construction documents. Many things such as detailed design, construction bidding climate and inflation at the time of construction will affect the final cost of the project, as such, these costs should not be relied on for detailed cost or budget decisions.

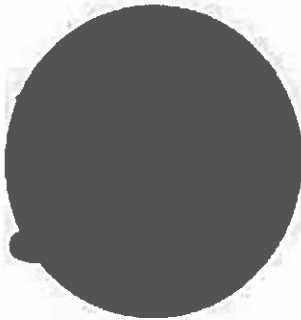
ITEM NO.	ITEM DESCRIPTION	ESTIMATE				NOTES:
		QUANTITY	UNIT	UNIT PRICE	SUBTOTAL COST	
1	ROADWAYS - SIDEWALKS -DRAINAGE					
NORTH MINTURN (NORTH-SOUTH)						
1.1	N. MAIN ST - REMOVE, REGRADE, AND REPLACE ASPHALT	160	L.F.	\$ 205.00	\$ 32,800.00	*ASSUMES 24' AVG. WIDTH X 4" DEPTH FROM BRIDGE TO PAST INTERSECTION OF RAILROAD AVE
1.2	RAILROAD AVE / COUNTY RD - 2" MILL & OVERLAY	7440	S.F.	\$ 6.00	\$ 44,640.00	*ASSUMES 24' WIDTH X 2" DEPTH MILL & OVERLAY FROM TRACKS R.O.W. TO PAST TAYLOR AVE INTERSECTION
1.3	COUNTY RD - 2" MILL & OVERLAY	30000	S.F.	\$ 6.00	\$ 180,000.00	*ASSUMES 24' WIDTH X 2" DEPTH MILL & OVERLAY FROM TAYLOR AVE INTERSECTION TO 4TH
1.4	TAYLOR ST - REMOVE, REGRADE, AND REPLACE ASPHALT	2,000	L.F.	\$ 205.00	\$ 410,000.00	*ASSUMES 24' WIDTH X 4" DEPTH FROM MINTURN RD ONLY TO 6TH AVE INTERSECTION
1.5	TAYLOR ST - REGRADE AND INSTALL PARALLEL PARKING	650	L.F.	\$ 85.00	\$ 55,250.00	*ASSUMES 10' WIDTH BETWEEN 4TH AVE. & 322 TAYLOR
OTHER MISC.						
1.6	REGRADE & INSTALL 2" ASPHALT MILLINGS FOR PUBLIC PARKING LOT (TURNTABLE AREA) - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	25,000	S.F.	\$ 0.20	\$ 5,000.00	* MILLINGS MATERIAL FROM ACC, SO THIS COULD BE PUBLIC WORKS LABOR ONLY
100-400 BLOCK (NORTH-SOUTH)						
1.7	WILLIAMS ST-REMOVE, REGRADE, AND REPLACE ASPHALT	500	L.F.	\$ 275.00	\$ 137,500.00	*ASSUMES 33' WIDTH X 4" DEPTH
1.8	PINE ST (MANN INTERSECTION) -ROADWAY RE-ALIGNMENT & RETAINING WALLS	200	L.F.	\$ 600.00	\$ 120,000.00	*ASSUMES 24' WIDTH X 4" DEPTH & 6' RETAINING WALL
1.9	PINE ST (NORMAN TO MANN)- REMOVE AND REPLACE ASPHALT, REGRADE, & INSTALL 6' PARKING + 2.5' CURB/GUTTER + 4' SIDEWALK ON BOTH SIDES	1350	L.F.	\$ 425.00	\$ 573,750.00	*ASSUMES 45' WIDTH (10' LANES,6' PARKING + 2.5' C&G, 4' SIDEWALK ON BOTH SIDES)
1.10	PINE ST (TOLEDO TO NORMAN) -INSTALL CRACK & SEAL COATING	14980	S.F.	\$ 1.50	\$ 22,470.00	* ASSUMES 28' WIDTH - IN GOOD CONDITION, POSSIBLE CRACK SEAL AND SEAL COAT ONLY TO PRESERVE CONDITION
1.11	BOULDER ST (TOLEDO TO HARRISON) -2" MILL & OVERLAY	20400	S.F.	\$ 6.00	\$ 122,400.00	*ASSUMES 24' WIDTH X 2" DEPTH MILL & OVERLAY
1.12	BOULDER ST (HARRISON TO END)- REMOVE AND REPLACE ASPHALT, REGRADE, & INSTALL 6' PARKING + 2.5' CURB/GUTTER + 4' SIDEWALK ON BOTH SIDES	1700	L.F.	\$ 425.00	\$ 722,500.00	*ASSUMES 45' WIDTH (10' LANES,6' PARKING + 2.5' C&G, 4' SIDEWALK ON BOTH SIDES)
1.13	EAGLE RIVER ST -INSTALL CRACK & SEAL COATING	14665	S.F.	\$ 1.50	\$ 21,997.50	* ASSUMES 20' WIDTH - IN GOOD CONDITION, POSSIBLE CRACK SEAL AND SEAL COAT ONLY TO PRESERVE CONDITION
1.14	EAGLE ST - REMOVE, REGRADE, AND REPLACE ASPHALT	285	L.F.	\$ 170.00	\$ 48,450.00	*ASSUMES 20' WIDTH X 4" DEPTH
100-400 BLOCK (EAST-WEST)						
1.15	NELSON AVE -REMOVE, REGRADE, AND REPLACE ASPHALT	215	L.F.	\$ 275.00	\$ 59,125.00	*ASSUMES 33' WIDTH X 4" DEPTH
1.16	TOLEDO AVE (SOUTH SIDE ONLY) -REMOVE AND REPLACE ASPHALT, REGRADE, & REMOVE & INSTALL 4' VALLEY PAN (SOUTH)	270	L.F.	\$ 225.00	\$ 60,750.00	*ASSUMES 24' WIDTH X 4" DEPTH FROM HWY 24 TO PINE ST INTERSECTION
1.17	TOLEDO AVE (NORTH SIDE ONLY) -INSTALL CRACK & SEAL COATING	2575	S.F.	\$ 1.50	\$ 3,862.50	* IN GOOD CONDITION, POSSIBLE CRACK SEAL AND SEAL COAT ONLY TO PRESERVE CONDITION
1.18	NORMAN AVE -REMOVE, REGRADE, AND REPLACE ASPHALT	300	L.F.	\$ 205.00	\$ 61,500.00	*ASSUMES 24' WIDTH X 4" DEPTH
1.19	HARRISON AVE (PINE ST TO HWY 24-SOUTH SIDE ONLY) -INSTALL CRACK & SEAL COATING	8250	S.F.	\$ 1.50	\$ 12,375.00	*ASSUMES 33' WIDTH- IN GOOD CONDITION, POSSIBLE CRACK SEAL AND SEAL COAT ONLY TO PRESERVE CONDITION
1.20	EAGLE RIVER ST (HARRISON TO MEEK) -REMOVE AND REPLACE ASPHALT, REGRADE, & INSTALL 4' VALLEY PAN IN MIDDLE	520	L.F.	\$ 225.00	\$ 117,000.00	*ASSUMES 24' WIDTH X 4" DEPTH
1.21	BAYER AVE -REMOVE AND REPLACE ASPHALT, REGRADE, & INSTALL 2.5' CURB/GUTTER	320	L.F.	\$ 265.00	\$ 84,800.00	*ASSUMES 25' WIDTH (10' LANES+ 2.5' C&G ON BOTH SIDES)
1.22	MEEK AVE (NORTH SIDE ONLY) -REMOVE AND REPLACE ASPHALT, REGRADE, & INSTALL 4' VALLEY PAN IN MIDDLE	105	L.F.	\$ 225.00	\$ 23,625.00	*ASSUMES 24' WIDTH X 4" DEPTH
1.23	MEEK AVE (PINE ST TO HWY 24-SOUTH SIDE ONLY) -2" MILL & OVERLAY	6000	S.F.	\$ 6.00	\$ 36,000.00	*ASSUMES 24' WIDTH X 2" DEPTH MILL & OVERLAY
1.24	MEEK AVE (TO PINE ST -SOUTH SIDE ONLY) -REMOVE, REGRADE, AND REPLACE ASPHALT	120	L.F.	\$ 205.00	\$ 24,600.00	*ASSUMES 24' WIDTH X 4" DEPTH
1.25	MANN AVE -REMOVE AND REPLACE ASPHALT	220	L.F.	\$ 170.00	\$ 37,400.00	*ASSUMES 20' WIDTH X 4" DEPTH
SOUTH MINTURN (NORTH-SOUTH-EAST-WEST)						
1.26	CEMETERY RD-REMOVE, REGRADE, AND REPLACE ASPHALT	135	L.F.	\$ 256.00	\$ 34,560.00	* ASSUMES 30' WIDTH X 4" FROM BRIDGE TO LITTLE BEACH INTERSECTION
1.27	BALL PARK RD--REMOVE, REGRADE, AND REPLACE ASPHALT	1625	L.F.	\$ 240.00	\$ 390,000.00	* ASSUMES 28' WIDTH X 4" DEPTH FROM LITTLE BEACH INTERSECTION TO PUBLIC WORKS INTERSECTION
1.28	BONEYARD RD - INSTALL CRACK & SEAL COATING	8300	S.F.	\$ 1.50	\$ 12,450.00	*ASSUMES 20' WIDTH
SIDEWALKS (NORTH-SOUTH-EAST-WEST)						
1.29	381-391 MAIN ST (WESTSIDE)-(4.5'X6" W/ THICKENED EDGE)-REMOVE & REPLACE	26	S.F.	\$ 72.00	\$ 1,872.00	*ASSUMES 4.5' WIDTH PER EXISTING (ASSUMES LABOR COSTS 30% OF TOTAL ~\$562)
1.30	461-481 MAIN ST (WESTSIDE)-(4.5'X6" W/ THICKENED EDGE)-REMOVE & REPLACE	34	S.F.	\$ 72.00	\$ 2,448.00	*ASSUMES 4.5' WIDTH PER EXISTING (ASSUMES LABOR COSTS 30% OF TOTAL ~\$735)
1.31	481-491 MAIN ST (WESTSIDE)-(4.5'X6" W/ THICKENED EDGE)-NEW	12	S.F.	\$ 79.00	\$ 948.00	*ASSUMES 4.5' WIDTH TO MATCH EXISTING (ASSUMES LABOR COSTS 30% OF TOTAL ~\$285)
1.32	PINE ST (NORMAN AVE TO MANN AVE) - INCLUDED ABOVE WITH ITEM #1.9	0	S.F.	\$ 65.00	\$ -	*INCLUDED ABOVE WITH ITEM #1.8
STORMSEWER						
1.33	TAYLOR ST. - INSTALL TYPE C INLET AT 532 TAYLOR STREET CROSSING	1	E.A.	\$ 6,000.00	\$ 6,000.00	*FOR HILLSIDE DRAINAGE COLLECTION NEAR 532 TAYLOR ST.
1.34	TAYLOR ST. -INSTALL 18" HDPE CULVERT W/F.E.S. AT 532 TAYLOR STREET CROSSING	40	L.F.	\$ 150.00	\$ 6,000.00	*FOR HILLSIDE DRAINAGE COLLECTION NEAR 532 TAYLOR ST.
1.35	WILLIAMS AVE (TO HWY 24) - INSTALL 18" HDPE (TIE-IN TO EXISTING HWY 24 INLET-100 BLOCK PROJECT)	250	L.F.	\$ 150.00	\$ 37,500.00	
1.36	WILLIAMS AVE (TO HWY 24) - REMOVE AND REPLACE OR INSTALL TYPE 13 CURB COMBO INLETS	3	E.A.	\$ 7,000.00	\$ 21,000.00	
1.37	WILLIAMS AVE (TO HWY 24) - REMOVE AND REPLACE OR INSTALL 48" DIA. STORM MANHOLES (JUNCTIONS)	1	E.A.	\$ 8,000.00	\$ 8,000.00	
1.38	NELSON AVE (TO HWY 24) - REPLACE/INSTALL 18" HDPE	425	L.F.	\$ 150.00	\$ 63,750.00	
1.39	NELSON AVE (TO HWY 24) - REPLACE/INSTALL 24" HDPE (TIE-IN TO EXISTING HWY 24 INLET-100 BLOCK PROJECT)	65	L.F.	\$ 175.00	\$ 11,375.00	
1.40	NELSON AVE (TO HWY 24) - REMOVE AND REPLACE OR INSTALL TYPE 13 CURB COMBO INLETS	7	E.A.	\$ 7,000.00	\$ 49,000.00	
1.41	NELSON AVE (TO HWY 24) - REMOVE AND REPLACE OR INSTALL 48" DIA. STORM MANHOLES (JUNCTIONS)	2	E.A.	\$ 8,000.00	\$ 16,000.00	
1.42	TOLEDO AVE (SOUTH SIDE ONLY) - REPLACE/INSTALL 18" HDPE	65	L.F.	\$ 150.00	\$ 9,750.00	
1.43	TOLEDO AVE (SOUTH SIDE ONLY) - REPLACE/INSTALL 24" HDPE	380	L.F.	\$ 175.00	\$ 66,500.00	
1.44	TOLEDO AVE (SOUTH SIDE ONLY) - REMOVE AND REPLACE OR INSTALL TYPE 13 CURB COMBO INLETS	4	E.A.	\$ 7,000.00	\$ 28,000.00	
1.45	TOLEDO AVE (SOUTH SIDE ONLY) - INSTALL 48" DIA. STORM MANHOLES (JUNCTIONS)	5	E.A.	\$ 8,000.00	\$ 40,000.00	
1.46	NORMAN AVE (TO RIVER) - REPLACE/INSTALL 18" HDPE	700	L.F.	\$ 150.00	\$ 105,000.00	
1.47	NORMAN AVE (TO RIVER) - REMOVE AND REPLACE OR INSTALL TYPE 13 CURB COMBO INLETS	8	E.A.	\$ 7,000.00	\$ 56,000.00	
1.48	NORMAN AVE (TO RIVER) - REMOVE AND REPLACE OR INSTALL 48" DIA. STORM MANHOLES (JUNCTIONS)	3	E.A.	\$ 8,000.00	\$ 24,000.00	* ASSUMES 2' (4:1) DITCH AND RIP-RAP
1.49	HARRISON AVE (TO HWY24) - REPLACE/INSTALL 18" HDPE	620	L.F.	\$ 150.00	\$ 93,000.00	* ASSUMES REPLACING ALL EXISTING 18" PIPE FROM PINE ST TO EAGLE ST. (IF IN GOOD CONITION AFTER TELEVISED, THEN CAN REMOVE THIS)
1.50	HARRISON AVE (EAGLE ST. TO RIVER) - REPLACE/INSTALL 24" HDPE	175	L.F.	\$ 150.00	\$ 26,250.00	* ASSUMES REPLACING ALL EXISTING 18" PIPE FROM PINE ST TO EAGLE ST. (IF IN GOOD CONITION AFTER TELEVISED, THEN CAN REMOVE THIS)
1.51	HARRISON AVE (TO RIVER) - REMOVE AND REPLACE OR INSTALL TYPE 13 CURB COMBO INLETS	5	E.A.	\$ 7,000.00	\$ 35,000.00	
1.52	HARRISON AVE (TO HWY24) - REMOVE AND REPLACE OR INSTALL 48" DIA. STORM MANHOLES (JUNCTIONS)	3	E.A.	\$ 8,000.00	\$ 24,000.00	
1.53	HARRISON AVE (TO RIVER) - INSTALL STORMSEWER INTERCEPTOR / WATER QUALITY UNIT	1	L.S.	\$ 20,000.00	\$ 20,000.00	
1.54	INSTALL INTERCEPTOR SWALE ALONG NELSON /MEADOW ST.	1500	L.F.	\$ 75.00	\$ 112,500.00	* ASSUMES 2' (4:1) DITCH AND RIP-RAP
1.55	BAYER AVE (TO RIVER) - REPLACE/INSTALL 18" HDPE	90	L.F.	\$ 150.00	\$ 13,500.00	
1.56	BAYER AVE (TO RIVER) - REPLACE/INSTALL 30" HDPE	695	L.F.	\$ 300.00	\$ 208,500.00	
1.57	BAYER AVE (TO RIVER) - REMOVE AND REPLACE OR INSTALL TYPE 13 CURB COMBO INLETS	7	E.A.	\$ 7,000.00	\$ 49,000.00	

ITEM NO.	ITEM DESCRIPTION	ESTIMATE				NOTES:
		QUANTITY	UNIT	UNIT PRICE	SUBTOTAL COST	
1.58	BAYER AVE (TO HWY24) - REMOVE AND REPLACE OR INSTALL 48" DIA. STORM MANHOLES (JUNCTIONS)	2	E.A.	\$ 8,000.00	\$ 16,000.00	
1.59	BAYER AVE (TO RIVER) - INSTALL STORMSEWER INTERCEPTOR / WATER QUALITY UNIT	1	L.S.	\$ 20,000.00	\$ 20,000.00	
1.60	MEEK AVE (TO HWY 24) - REPLACE/INSTALL 18" HDPE	500	L.F.	\$ 150.00	\$ 75,000.00	* ASSUMES REPLACING EX. 18" PIPE FROM PINE ST TO HWY 24, ASSUMES HWY TO RIVER IS GOOD (IF ALL GOOD CONITION AFTER TELEVIEWED, THEN CAN REMOVE)
1.61	MEEK AVE (NORTHSIDE ONLY) - REPLACE/INSTALL 24" HDPE (UPSIZE EX. 18" HDPE)	245	L.F.	\$ 175.00	\$ 42,875.00	* ASSUMES UPSIZING EX. 18" PIPE FROM HWY TO RIVER (IF IN GOOD CONITION AFTER TELEVIEWED, THEN CAN REMOVE)
1.62	MEEK AVE (TO HWY 24) - REMOVE AND REPLACE OR INSTALL TYPE 13 CURB COMBO INLETS	4	E.A.	\$ 7,000.00	\$ 28,000.00	
1.63	MEEK AVE (TO HWY24) - REMOVE AND REPLACE OR INSTALL 48" DIA. STORM MANHOLES (JUNCTIONS)	1	E.A.	\$ 8,000.00	\$ 8,000.00	
1.64	MANN AVE (TO RIVER) -REPLACE/INSTALL 18" HDPE	100	L.F.	\$ 150.00	\$ 15,000.00	* INCLUDES DRAINAGE EASEMENT AQUISITION @ 4750 S.F. @\$25 /S.F.
1.65	MANN AVE (TO RIVER) - INSTALL 24" HDPE W/ F.E.S. + EASEMENT	125	L.F.	\$ 1,145.00	\$ 143,125.00	
1.66	MANN AVE (TO RIVER) - INSTALL TYPE 13 CURB COMBO INLETS	3	E.A.	\$ 7,000.00	\$ 21,000.00	
1.67	MANN AVE (TO RIVER) - INSTALL 60" DIA. STORM MANHOLE (WATER QUALITY UNIT)	1	E.A.	\$ 20,000.00	\$ 20,000.00	
ROADWAYS - SIDEWALKS -DRAINAGE - ESTIMATED TOTAL					\$ 4,978,698.00	

2 BRIDGES						
NORTH BRIDGE (COUNTY BRIDGE)						
2.1	INSTALL DECK RESURFACING PROTECTION- CONCRETE PENETRATING SEALER (28' WIDTH) - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	2,520	S.F.	\$ 3.00	\$ 7,560.00	*ASSUMES 90 L.F. @ 28' WIDTH
2.2	ANALYSIS OF STRUCTURAL INTEGRITY OF UNDERLYING BRIDGE FOR MITIGATION AND/OR REMOVAL	1	L.S.	\$ 250,000.00	\$ 250,000.00	UNKNOWN SCOPE,- ASSUMES CONSULTANT REVIEW AND REMOVAL?
BELLM BRIDGE						
2.3	INSTALL DECK RESURFACING PROTECTION- CONCRETE PENETRATING SEALER (28' WIDTH) - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	2800	S.F.	\$ 3.00	\$ 8,400.00	*ASSUMES 100 L.F. AND EXCLUDES SIDEWALK PORTION
2.4	CONCRETE PYLON REPAIR AND SCOUR PROTECTION (MIN. 4'X4' DIA. BOULDERS) - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	1	L.S.	\$ 5,000.00	\$ 5,000.00	*ASSUMES \$500/ PYLON @2 & 4 DUMP TRUCKS OF BOULDERS @ \$1000/TRUCK
2.5	BRIDGE CLEANING & DEBRIS REMOVAL - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	1	L.S.	\$ 7,500.00	\$ 7,500.00	*ASSUMES \$0.75/S.F. @ 10,000 S.F.
2.6	BRIDGE PAINTING (SAND BLASTING & ZINC-RICH PRIMER & PAINT) - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	10000	S.F.	\$ 6.00	\$ 60,000.00	*ASSUMES CLEANING INCLUDED IN ABOVE ITEM AND 2-3 COATS APPLIED @ 10,000 S.F.
2.7	RAILING REPAIR & PAINTING - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	100	L.F.	\$ 125.00	\$ 12,500.00	* SOUTHWEST SIDE ONLY
2.8	REPAIR UPPER DECK JOINT EXPANSION CONNECTION - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	36	L.F.	\$ 235.00	\$ 8,460.00	* NORTHSIDE ONLY, ASSUMES 28' PLATWORK, 6' SIDEWALK & 2' WALL SIDES
CEMETERY BRIDGE						
2.9	INSTALL DECK RESURFACING PROTECTION- CONCRETE PENETRATING SEALER (32' WIDTH) - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	2880	S.F.	\$ 3.00	\$ 8,640.00	*ASSUMES 90 L.F. - WHO HAS OWNERSHIP OF THIS, MINTURN OR EAGLE COUNTY?
2.10	RAILING REPAIR & PAINTING - ASSOCIATED COSTS SHALL BE INCLUDED IN ANNUAL MAINTENANCE BUDGET	90	L.F.	\$ 125.00	\$ 11,250.00	* SOUTHSIDE ONLY - WHO HAS OWNERSHIP OF THIS, MINTURN OR EAGLE COUNTY?
BRIDGES - ESTIMATED TOTAL					\$ 379,310.00	

3 TOWN PUBLIC IMPROVEMENTS / OTHER INFRASTRUCTURE						
PARKS/OPEN SPACE						
3.1	REMOVE EXISTING 6.0' TIMBER/GABION WALL AND INSTALL 6.0' REDI-ROCK RETAINING WALL (LITTLE BEACH)	600	S.F.F.	\$ 75.00	\$ 45,000.00	*ASSUMES 100 L.F. @ 6' HEIGHT BEHIND EXISTING PLAYGROUND
3.2	REMOVE AND REPLACE PLAYGROUND EQUIPMENT (LITTLE BEACH)	1	L.S.	\$ 50,000.00	\$ 50,000.00	* ASSUMES NEW SWINGSSET & COMMERCIAL PLAYGROUND EQUIPMENT SET
3.3	REMOVE AND REPLACE NEW BATHROOM BUILDING WITH OPERATING POWER/WATER/SEWER	300	S.F.	\$ 300.00	\$ 90,000.00	* ASSUMES 15'X20' BUILDING (4-FIXTURES /2 EACH @ 150 S.F. /EACH)
3.4	INSTALL WOOD CHIPS/MULCH FOR LANDSCAPING IMPROVEMENTS (LITTLE BEACH)	30	C.Y.	\$ 80.00	\$ 2,400.00	*ASSUMES 3 TRUCK LOADS @ 10 C.Y./TRUCK - DELIVERED & INSTALLED
WATER						
3.5	WATER OPTION #1 -INSTALL WATER WELL, PUMP, AND STORAGE TANK FOR BATHROOM BUILDING UNDER #3.3 (LITTLE BEACH)	1	L.S.	\$ 30,000.00	\$ 30,000.00	* WATER RIGHTS?
3.6	WATER OPTION #2 -INSTALL 8" WATERLINE ACROSS RIVER TO LITTLE BEACH ACCESS ROAD FOR BATHROOM BUILDING UNDER #3.3 (WITHIN BALL PARK ROAD)	900	L.F.	\$ 250.00	\$ 225,000.00	* ASSUMES 12"x12"x8" TAP, INSULATED AERIAL RIVER CROSSING, AND DEAD END FIRE HYDRANT AT LITTLE BEACH EMERGENCY ACCESS
SEWER						
3.7	SEWER OPTION #1 - INSTALL 2,500 GAL UNDERGROUND CONCRETE STORAGE TANK FOR BATHROOM BUILDING UNDER #3.3 (LITTLE BEACH)	1	L.S.	\$ 9,000.00	\$ 9,000.00	*ASSUMES 2,500 GAL -2-COMPARTMENT TANK INSTALLED - WILL NEED A BUDGET PER MONTH FOR SETPIC PUMPING
3.8	SEWER OPTION #2 - INSTALL SEWER LIFT STATION & UTILITY SERVICE FOR BATHROOM BUILDING UNDER #3.3 (LITTLE BEACH)	1	L.S.	\$ 20,000.00	\$ 20,000.00	*ASSUMES E-ONE DH151-93 IN PRE-CAST MANHOLE (OR EQUIV.)
3.9	SEWER OPTION #2 - INSTALL 8" SEWER LINE ACROSS RIVER FOR BATHROOM BUILDING UNDER #3.3 (WITHIN BALL PARK ROAD)	600	L.F.	\$ 225.00	\$ 135,000.00	* ASSUMES ATTACHED TO BRIDGE AND SDR-35 CASED IN STEEL CASING & REGULAR SDR-35 AFTER BRIDGE & HWY 24 TIE-IN
3.10	SEWER OPTION #2 - INSTALL 48" DIA. SEWER MANHOLE (6' DEPTH) ON EXISTING LINE FOR BATHROOM BUILDING UNDER #3.3	1	E.A.	\$ 10,000.00	\$ 10,000.00	*ASSUMES CAST-IN-PLACE MANHOLE ON EXISTING 8" LINE
PUBLIC WORKS/EQUIPMENT/TOWN HALL						
3.11	WATER SYSTEM LEAK DETECTION SYSTEM	1	E.A.	\$ 15,000.00	\$ 15,000.00	*ASSUMES SOUNDSSENS LEAK CORRELATOR 2 POD W/ADDED PODS (OR EQUIV.)
3.12	VACUUM TRAILER	1	E.A.	\$ 30,000.00	\$ 30,000.00	*ASSUMES 2013 MCLAUGHLIN VX30-1200 GALLONS W/3000 PSI PRESSURE WASHER 90R QUIV.)
3.13	GPS MAPPING EQUIPMENT	1	E.A.	\$ 12,000.00	\$ 12,000.00	*ASSUMES TRIMBLE GEO 7X HANDHELD W/RANGEFINDER & COMPUTER SOFTWARE
3.14	INSTALL 6' CHAIN LINK SECURITY FENCING FOR WATER TREATMENT PLANT ENTRY	170	L.F.	\$ 35.00	\$ 5,950.00	*ASSUMES 6' FENCE W/ 45-DEGREE 3-STRAND BARB WIRE ARMS (2" MESH, 9GA-GALVANIZED)W/POSTS AND GATE
3.15	INSTALL 6' CHAIN LINK SECURITY FENCING AROUND WATER TANK	700	L.F.	\$ 35.00	\$ 24,500.00	*ASSUMES 6' FENCE W/ 45-DEGREE 3-STRAND BARB WIRE ARMS (2" MESH, 9GA-GALVANIZED)W/POSTS AND GATE
3.16	FRONT END LOADER	1	L.S.	\$ 275,000.00	\$ 275,000.00	*ASSUMES 2019 CAT 938M (SIMILAR TO IT38H)
3.17	COMMERICAL DUMP/LANDSCAPE PICKUP TRUCK	1	L.S.	\$ 65,000.00	\$ 65,000.00	*ASSUMES 2019 FORD F-350 DIESEL
3.18	MATERIAL STORAGE SHED W/ CONCRETE FOUNDATION WALL AND 4" SLAB (MATERIALS AND INSTALLATION)	1	L.S.	\$ 37,600.00	\$ 37,600.00	* ASSUMES ECONOLINE PONYWALL STORAGE BUILDING W/ RAFTER KIT (30' WX15'H60'L) ON CONCRETE FOUNDATION
3.19	PRE-FABRICATED STEEL SIDE ENTRY STORAGE BUILDING (MATERIALS AND INSTALLATION)	1	L.S.	\$ 75,000.00	\$ 75,000.00	* ASSUMES 30'X50 (5 BAY) OPEN SIDE BUILDING WITH CONCRETE FOUNDATION & SLAB & ELECTRIC LIGHTING
3.20	MUNICIPAL FUEL STORAGE TANKS-550 GALLON DOUBLE WALL 15 GPM W/SOLAR PUMP PACKAGE (2-DIESEL & 1-GAS)	3	E.A.	\$ 10,000.00	\$ 30,000.00	*ASSUMES 3 ABOVE GROUND TANKS - 550 GALLON/EACH -MATERIALS AND INSTALLATION
3.21	PUBLIC WORKS BUILDING EXPANSION (2-16' BAYS) -MATCH EXISTING	1	L.S.	\$ 128,000.00	\$ 128,000.00	*ASSUMES 40' X40' ADDITION TO WEST FOR 2-16' BAYS- \$80/S.F.
3.22	REMOVE AND REPLACE BOILER (TOWN HALL)	1	L.S.	\$ 40,000.00	\$ 40,000.00	* ASSUMES HTP MODCON DHW BOILER #500VWH (OR EQUIV.)
3.23	TOWN MARKET STORAGE CONTAINERS	2	E.A.	\$ 5,000.00	\$ 10,000.00	*ASSUMES 20' STEEL STORAGE CONTAINERS
TOWN PUBLIC IMPROVEMENTS / OTHER INFRASTRUCTURE - ESTIMATED TOTAL					\$ 1,364,450.00	

PROPOSAL



360 Paving, LLC.

PO Box 2247
 Gypsum, CO 81637
Contact: Chris Erdahl
Phone: 970-471-3107
Email: chris@360pave.com

Quote To: Inter-Mountain Engineering Job Name: Pine Street - Budget
 P.O. Box 978 03821
 Avon, CO 81620

Phone: Plan Date:
Architect/Engineer:
Revision Date:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
10	Mobilization	1.00	LS	2,350.00	2,350.00
20	Traffic Control	1.00	LS	16,500.00	16,500.00
30	Pulverize & Reshaping Existing Asphalt	46,062.00	SF	0.75	34,546.50
40	1" Road Base Prep	46,062.00	SF	0.50	23,031.00
50	4" Asphalt Paving	1,255.00	TONS	125.00	156,875.00
GRAND TOTAL					\$233,302.50

NOTES:

1. One Mobilization is included additional mobilizations will be billed on a T&M Basis.
2. Scheduling will be upon the mutual agreement between the Owner/Owners Rep. and 360 Paving.
3. 360 Paving cannot guarantee complete drainage in areas with less than 2% of fall.
4. Permits, Permit Fees, Engineering, Surveying, Construction Staking are not included.
5. Traffic control is not provided unless specifically stated in the bid item schedule.
6. Independant testing is not included.
7. Landscape and irrigation repair is not included
8. Subgrade stabilization is not included and will be performed on a T&M basis, per geotechnical engineer.
9. All work will be done under frost free conditions. No winter protection is included
10. Work performed after October 1st. are subject to void of warranty due to inability to meet temperature specifications.
11. No work that is other than what is specifically stated is included, implied or assumed to be completed.
12. Final billing will be on actual quantities installed.
13. PG 58-28 asphalt mix will be utilized on this project. Alternate mixes may be provided at additional charge.
14. Pricing is good for 30 days from the date of this proposal and may be repriced due to asphalt price fluctuations.
15. This proposal, in its entirety shall become part of any contract or subcontract agreement. This shall be accomplished by including a copy as an attachment to any contract or subcontract agreement.

All of the above work to be completed in a substantial and workmanlike manner for the sum of See Bid Item Schedule

This proposal must be accepted as provided and delivered to 360 Paving, LLC., 30 days from above date, or it shall expire.

The contract amount is payable to 360 Paving, LLC. monthly for work as it progresses with the entire balance payable upon completion unless otherwise provided in this contract or the Project Plans and Specifications.

The customer may order additional work or changes in writing at any time, at an agreed price or at the contractor's regular rates for the time and material work.

If payments for work are not made when due, the contractor may stop work or terminate this contract and re-cover from the customer payment for all work executed and loss sustained.

A late charge of 18% per annum on the outstanding balance may be imposed upon all past due payments. Customer agrees to pay all costs of collection and a reasonable attorney's fee if the account becomes delinquent and is referred for collection.

If the customer disposes of the real estate by sale or otherwise, the full amount remaining unpaid on this contract becomes due at once and payable within forty-eight (48) hours after date of such disposal.

The contractor agrees to carry Workmen's Compensation and public liability insurance and to pay all taxes as they relate to this agreement.

Respectfully submitted,

360 Paving, LLC. By _____
Chris Erdahl, Area Manager

ACCEPTANCE OF PROPOSAL

The prices, specifications, terms and conditions stated above and on the reverse side hereof are satisfactory and are hereby accepted. By this acceptance, I understand that a binding contract has been created only when confirmed by 360 Paving LLC. Customer may be required to provide satisfactory evidence of adequate financing before confirmation by contractor.

ACCEPTED this _____ day of _____, 20 ____.

Owner Signature: _____ Printed Name: _____

CONFIRMATION by CONTRACTOR

Contractor Signature: _____ Date: _____

Jay Brunvand
 Clerk/Treasurer
 301 Pine St #309 ♦ 302 Pine St
 Minturn, CO 81645
 970-827-5645 x1
treasurer@minturn.org
www.minturn.org



Town Council
 Mayor – John Widerman
 Mayor Pro Tem – Earle Bidez
 Council Members:
 Terry Armistead
 George Brodin
 Brian Eggleton
 Eric Gotthelf
 Gusty Kanakis

Below reflects proposed topics to be scheduled at future Town Council meetings and is informational only. Dates and topics are subject to change.

REGULAR TOWN COUNCIL MEETINGS
April 21, 2021
Ordinance No. ____ - Series 2021 (First Reading) – An Ordinance setting the SFE Schedule within Chapter 13 of the Minturn Municipal Code
Resolution __ - Series 2021 a Resolution approving the Holy Cross Energy Community Enhancement funds - Metteer
May 5, 2021
Ordinance No. ____ - Series 2021 (Second Reading) – An Ordinance setting the SFE Schedule within Chapter 13 of the Minturn Municipal Code
Special Presentations - Community Wildlife Roundtable – Abigail Potts, NFF
May 19, 2021
Public Hearing – Thai Kitchen 141 Main St, Patti Wanapii Owner/Manager. Changing existing Beer and Wine License to a Hotel and Restaurant license.
DATE TO BE DETERMINED
An Ordinance adopting Specified Sustainability Building Codes
Wildlife Round Table presentation-Armistead
CUP regulation review – Fall 2021