



## **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 December 2, 2020**

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

**<https://us02web.zoom.us/j/83523532589>**

**Or join by phone:**

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

**Webinar ID: 835 2353 2589**

**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?*

- November 18, 2020 Meeting Minutes Pg 4
- Planner's Update Pg 14
- FM Saloon Inc annual renewal of a Hotel & Restaurant (City) Liquor license; 146 N. Main St; Steve Campbell, President/Manager Pg 17

**4. Approval of Agenda**

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

**5. Special Presentations**

- Council Comments/Committee Reports

**PUBLIC HEARINGS AND/OR ACTION ITEMS**

6. **Public Hearing/Action Item:** Ordinance 12 – Series 2020 (Second Reading) An Ordinance Creating a Supplemental Appropriation to the 2020 Town of Minturn Budget – Brunvand Pg 21 and Pg 24
7. **Public Hearing/Action Item:** Ordinance 13 – Series 2020 (Second Reading) An Ordinance Setting the 2021 General Property Tax Mill Levy for the Town of Minturn – Brunvand Pg 31
8. **Public Hearing/Action Item:** Ordinance 14 – Series 2020 (Second Reading) An Ordinance Adopting the Fee Schedules for Fiscal Year 2021 for the Town of Minturn – Brunvand Pg 35
9. **Public Hearing/Action Item:** Ordinance 15 – Series 2020 (Second Reading) An Ordinance Adopting and Recognizing the Town of Minturn's 2021 Revenues and Expenses by Fund – Brunvand Pg 43

## COUNCIL INFORMATION / UPDATES

### 10. Staff Updates (5 Min)

- Manager's Report Pg 47
- Future Agenda Items Pg 48

## MISCELLANEOUS ITEMS

### 11. Future Meeting Dates

- a) Council Meetings:
- December 2, 2020
  - December 16, 2020
  - January 6, 2021
  - January 20, 2021

### 12. Other Dates:

- December 25, 2020 – Christmas Day (Office Closed)
- January 1, 2021 – New Year's Day (Office Closed)

### 13. Adjournment



## OFFICIAL MINUTES

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 November 18, 2020

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

<https://us02web.zoom.us/j/82403975942>

Or join by phone:

US: +1 301 715 8592 or +1 651 372 8299  
Webinar ID: 824 0397 5942

**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 5:34pm 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, Eric Gotthelf, Brian Eggleton, and Gusty Kanakis.

Staff present: Town Manager Michelle Metteer, Town Planners Scot Hunn and Madison Harris, 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)**

*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?*

- November 4, 2020 Meeting Minutes
- Shop N Hop #12, annual renewal of a Fermented Malt Beverage (Off Premises-City) Liquor license; 401 Main St; Terry Marcum, Owner/Operator

Motion by Earle B, second by Brian E., to approve the Consent Agenda of November 18, 2020 as presented. Motion passed 7-0

**4. Approval of Agenda**

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

Motion by Eric G, second by Gusty K., to approve the Agenda of November 18, 2020 as presented. Motion passed 7-0

**5. Special Presentations**

- Council Comments/Committee Reports

Terry A. updated on a meeting reference the COVID at the Minturn Fitness Center where they have prepared to move to the RED status in order to best protect visitors. The new hours are in force and we are looking for volunteers to take shifts. Contact the Town or MFC to sign up.

John W. updated on meetings he has had on his calendar. Minturn Matters was held the other night, no visitors attended.

- Proclamation - Colorado Gives Day – Denise Kipp

Ms. Kate Burchenal was present as were members of many local nonprofits to present the Proclamation for Colorado Gives Day. This year there are over 50 nonprofits representing Eagle

County. In 2019 Eagle County raised over \$1m through this project. Visit EagleCounty.org to view the list of nonprofits. Those attending the meeting were given a chance to speak of their organizations. It was noted that due to COVID restrictions in place no other fundraising is available.

The Colorado Gives Day is December 8, 2020. Donations can be made prior to the date or on the day itself.

John W. read the Proclamation for the record. Thereafter, the Council gave a Thumbs-up for a picture opportunity.

- ECSO Under Sheriff Daniel Loya – Introduction

Michelle M. introduced Under Sheriff Daniel Loya. Under Sheriff Loya spoke of his past work with the ECSO and spoke to his 28years with ECSO and goals as Under Sheriff.

Council congratulated Undersheriff Loya on his promotion, thanked him for stepping up as he has, and welcomed him.

## PUBLIC HEARINGS AND/OR ACTION ITEMS

### 6. **Public Hearing/Action Item:** Budget Discussion

- Long-range and Sub-area Master Planning Alternatives Evaluation – Hunn

Scot H. noted that at a previous meeting he was asked to provide a realistic outline of what should be included in the Master Plan. It was discussed that it would be more prudent to update the existing plan rather than recreate the wheel with a complete rewrite and Scot H. reviewed several alternatives that he had outlined. He also introduced Mr. TJ Dlubac who Scot has asked to assist with the project in order to best achieve the desired scope.

The update to the 2009 Community Plan has been previously slated to kick-off in 2021. In addition, the Town recently completed a design charrette for the 100-Block in which several architectural, land planning and development/municipal finance consultants participated. The charrette exposed the need for additional sub-area master planning focused specifically on parking demand and management, circulation, pedestrian connectivity and safety, redevelopment design standards and community amenities in and around the 100-Block area prior to any major redevelopment activities occur.

The three alternatives discussed are as follows:

#### **Alternative 1: Full Community Plan Update**

*Scope:*

- Comprehensive update of 2009 Community Plan to include significant community engagement, reexamination of previously established community values and priorities, and the potential evaluation and analysis of:

- Demographics
  - Existing and Future Land Use and Transportation Patterns
  - Real Estate Development Trends
  - Jobs-Housing Ratios and Local Economic Development
  - Sustainability and Natural Resource Management
  - Cultural and Social Factors
  - Community Development and Redevelopment (Infill) Standards
  - Infrastructure and Capital Improvements Needs (growth related impact analyses and nexus studies)
  - Affordable Housing
  - Growth Management Strategies
  - Innovation and Technology
  - Resiliency, Adaptive Management and Regional Planning
- Project scope could include sub-area master plan work focused on 100-Block Commercial Zone District (*see components of 100-Block Sub-area Master Plan scope below under Alternative 2*) as well as other areas such as Little Beach Park/River Corridor.

*Schedule:*

- Roughly 15-18 months

*Budget Considerations:*

- Estimated costs: \$100,000-\$200,000.
- Grant funding would be needed. The most prevalent source for these projects is DOLA (likely requires community match).

**Alternative 2: 100-Block Sub Area Master Plan**

*Scope:*

- Based on input and momentum gained during the 100-Block Charrette event, staff could focus long-range planning efforts on the 100-Block Commercial Zone District to get ahead of any redevelopment activities.
- Will include all plan elements and analyses within the project area including parking, architecture and design, connectivity within area and specifically to the Eagle River, mass and bulk controls for new or redeveloped buildings, economic incentives, public amenities and spaces.
- Potentially include 3D modeling and survey work for mapping.
- Project could be oriented toward a deliverable of creating a “Form Based Code.”

*Schedule:*

- Roughly 6 – 9 months

*Budget Considerations:*

- Estimated costs: \$70,000 - \$100,000
- Town staff would seek grant funding.

**Alternative 3: Various Smaller Plans and Studies (100-Block Area)**

*Scope:*

- Based on results from the 100-Block charrette, several smaller tasks or projects

(studies and/or design work) could be undertaken piecemeal as time and budget permits.

- Examples of these would be: Connectivity plan, parking plan/study, economic development and public benefits plan, river corridor plan, land use plan, architectural design guidelines/standards.

*Schedule:*

- Each project/plan would probably take 10 – 12 weeks depending on scope and the amount of outside consultant assistance.
- The more technical a plan or study, the shorter the timeframe.
- The more subjective, or politically sensitive, a plan or study the more community engagement may be needed and therefore the higher the costs and the longer the project schedule.

*Budget Considerations:*

- Each project-specific budget would vary quite widely depending on scope, approach, professional services needed.
- Estimated costs: \$5,000 - \$30,000/project

Earle B. asked of the costs; based on what is included the cost would fluctuate. Grants may be available.

John W. noted the importance of some components in the alternatives have important parts that might need to be taken up prior to other parts in order to maintain a logical sequence. Discussion ensued as to possible sequences. John W. clarified what the council directs would have an increase the 2021 budget, this could be a line item upfront or a supplement later. It would be better to have a pool approval and let staff determine, with Council input, the priorities. This would allow staff to adapt the budget to the potential grants.

George B. expressed the need to move forward with the 100block.

Mr. Dlubac expressed a larger grant ask to do the main project and then move down to the smaller projects. He also felt tackling Alt 3 and then hitting the smaller projects in the other alternatives was a possible approach.

Terry A. felt to piecemeal the project would put more work on staff since we can't contract outside consultants as easily. She felt it important that we commit and move forward as we are in a financial position now to make this happen.

Brian E. felt it was exciting to be able to consider these projects to best benefit the town. He felt it important to be taking the next best steps for the town. He expressed the parking situation in the 100block needs a deep dive and then how Minturn connects inter and intra town and county. He was concerned of spending down the reserves too much as it seemed each project is important and costly.

Gusty K. agreed with prioritizing. He felt funding could come from 2021 and some from 2022 and he supported use of grants.



Michelle M. noted these are big tasks and we want to ensure we have Council direction and buy in. She stated we are not looking at dollar amounts tonight.

John W. summarized this needs to be comprehensive, prioritized. The time line needs to be laid out in order to best use grant options.

Direction given was to move forward with the direction proposed in Alternative 1 to update the Community Plan, 100 block, and set up a time line and priority schedule in order to budget and realize cost effectiveness. Staff will work to allocate a beginning number for the budget and then supplement later with Council input.

2. **Public Hearing/Action Item:** Ordinance 12 – Series 2020 (First Reading) An Ordinance Creating a Supplemental Appropriation to the 2020 Town of Minturn Budget – Brunvand

Jay B. outlined the Ordinance and highlighted the salient points.

Public Hearing opened  
No Public comment  
Public Hearing closed

Motion by Terry A., second by George B., to approve Ordinance 12 – Series 2020 (First Reading) An ordinance amending the 2020 budget as set forth in the following Exhibit “A”, to appropriate additional General Fund revenues in the amount of \$507,565.00, and appropriating additional General Fund expenditures in the amount of \$333,571.00, and appropriating additional Enterprise Fund expenditures in the amount of \$260,000.00, and appropriating additional Capital Fund expenditures in the amount of \$12,612.00 as presented. Motion passed 7-0.

3. **Public Hearing/Action Item:** Ordinance 13 – Series 2020 (First Reading) An Ordinance Setting the 2021 General Property Tax Mill Levy for the Town of Minturn – Brunvand

Jay B. outlined the Ordinance and highlighted the salient points.

Public Hearing opened  
No Public comment  
Public Hearing closed

Motion by Earle B., second by Gusty K., to approve Ordinance 13 – Series 2020 (First Reading) An Ordinance Setting the 2021 General Property Tax Mill Levy for the Town of Minturn as presented. Motion passed 7-0.

4. **Public Hearing/Action Item:** Ordinance 14 – Series 2020 (First Reading) An Ordinance Adopting the Fee Schedules for Fiscal Year 2021 for the Town of Minturn – Brunvand

Jay B. outlined the Ordinance and highlighted the salient points.

Public Hearing opened  
No Public comment  
Public Hearing closed

Motion by Gusty K., second by Brian E., to approve Ordinance 14 – Series 2021 (First Reading) An Ordinance Adopting the Fee Schedules for Fiscal Year 2021 for the Town of Minturn as presented. Motion passed 7-0.

- 5. Public Hearing/Action Item:** Ordinance 15 – Series 2020 (First Reading) An Ordinance Adopting and Recognizing the Town of Minturn’s 2021 Revenues and Expenses by Fund – Brunvand

Jay B. outlined the Ordinance and highlighted the salient points.

Public Hearing opened  
No Public comment  
Public Hearing closed

Eric G. noted that expenses are lower than and asked clarification of why some exp is higher

Motion by Brian E., second by Eric G., to approve Ordinance No. 15 – series 2020 (First Reading) Motion to approve Ordinance No. 15 – series 2020 an Ordinance appropriating revenues, appropriating expenditures, approving transfers and adopting the Town of Minturn Budget for the period beginning on the first day of January, 2021 and ending on the last day of December, 2021 as presented. Motion passed 7-0.

John W. noted the staff bonuses were cut when we reviewed the COVID budget hits. He recommended the bonuses be reinstated. All agreed that this was appropriate and fiscally responsible.

Direction was to allow bonuses in 2020. Amounts will be directed by Michelle M.

## COUNCIL INFORMATION / UPDATES

### **6. Staff Updates (5 Min)**

- Manager’s Report

### **Minturn Water Infrastructure Capital Improvement Plan (CIP)**

Council gave permission at the October 18<sup>th</sup> Council meeting for the drafting of an updated CIP. The original CIP was approved via Resolution and included a growth scenario of an additional 450 sfe’s (not including Battle Mountain), so any changes made to the original document must be directed by Council with a minimum of four votes.

The Water Committee met with Ryan Gordon, SGM, on Friday, November 6<sup>th</sup> to discuss progress made over the last year and updates needed to the CIP. Minturn was able to handle some projects in-house which saw some cost savings. Staff anticipates other projects, like repair of the clearwell, may be unnecessary. Staff now awaits the updated document from SGM for a full review and discussion at the Council level which should take place sometime in December 2020.

### **Town Hall Closed**

Governor Jared Polis has asked for the voluntary closure of all municipal town halls due to the ever-increasing COVID-19 case numbers as a result of people continuing to have personal gatherings. Starting Monday, November 16<sup>th</sup> the Minturn Town Hall will be closed for in-person services. Residents can call or email for conducting essential business.

### **CDPHE Sanitary Survey**

Minturn has received our second corrective action plan from the CDPHE on the sanitary survey that originated back in November of 2018. This extension of the Corrective Action Plan (CAP) primarily focuses on slow sand filters 1 & 2. When tests came back showing the outdoor filters were compromised, a plan was needed to mitigate the issue. John Volk, Ryan Gordon and I spoke with representatives of CDPHE over the summer regarding an alternative filtration as part of the treatment train for filter No 2 and with the approval of this second corrective action plan Minturn is able to move forward with installing this temporary option. Slow Sand Filter No. 1 will remain permanently offline.

### **Cardboard Recycling**

This update is being written on a Wednesday (trash/recycle day) and once again so many residents and businesses have cardboard out with their recycling pick-up. As a reminder, the Minturn curbside recycling program does not take cardboard. Honeywagon still tends to pick up the cardboard, but it is eventually thrown away. For cardboard recycling please use the drop off station at the southeastern corner of the Town Hall building which is next to the compost bin.

### **Live-Streamed Minturn Town Council meetings**

Starting November 4<sup>th</sup>, High Five Media will live-stream the Minturn Town Council meetings. This will continue the efforts by the Minturn Town Council for transparent government.

### **Minturn Fitness Center**

Want a free monthly gym pass? The Minturn Fitness Center is looking for locals who are willing to cover evening or weekend shifts at the Center in exchange for a free pass. These shifts are typically two hours each and a free membership can be obtained after volunteering just four hours a month. Call or email the MFC for details. [kbowers@minturnfitnesscenter.com](mailto:kbowers@minturnfitnesscenter.com) or 970-790-5090.

### **COVID-19 Restrictions**

Minturn anticipates that Eagle County will be moving into the “Orange Level” of the COVID guidelines and restrictions by Nov 16<sup>th</sup> at the latest. This is due to people continuing to have **personal gatherings** and not following the recommended guidelines. Here is what the Safer at home – High Risk level looks like.

Michelle M. stated we are reminding folks of the parking regulations for the winter. The hope is to remind not to enforce. She stated many are repeat offenders and she asked all to note the street signs and park accordingly. We have adjusted the hours this year in hope to lessen the issues.

John W. noted we are in COVID Orange moving toward Red. The last step is Purple. This is the time that we should step up and practice health and safe choices.

- Future Agenda Items

John W. is hoping to have Council consider the Energy Collaborative building codes, recreational marijuana, and the Enterprise Capital Improvement Plan and the resulting review of the water rates.

Brian E. asked about the Dowd Jct opportunity statement and when Council will be able to see a draft. Yes, that is coming and should be seen in December. He also asked for a shooting range update from the USFS; Michelle M. will follow up on what they have provided. Terry A. noted there is a Shooting Range Stakeholders meeting scheduled in January 12 at 5:30pm. This will be a ZOOM meeting and the information will be provided on the town website.

## MISCELLANEOUS ITEMS

### **7. Future Meeting Dates**

#### a) Council Meetings:

- November 18, 2020
- December 2, 2020
- December 16, 2020
- January 6, 2020

### **8. Other Dates:**

- November 26, 2020 – Thanksgiving (Office Closed)
- November 27, 2020 – Thanksgiving (Office Closed)
- December 25, 2020 – Christmas Day (Office Closed)
- January 1, 2021 – New Year’s Day (Office Closed)

## **9. Adjournment**

Motion by George B., second by Terry A., to adjourn the meeting at 7:48pm. Motion passed 7-0.

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John Widerman, Mayor

ATTEST:

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Jay Brunvand, Town Clerk



To: Mayor and Council  
From: Madison Harris, Planner I  
Date: November 24, 2020

Agenda Item: Recent Planning Commission Recommendations and Actions

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**REQUEST:**

Review and ratification of Planning Commission actions from their regular meeting of November 10<sup>th</sup>, 2020. The following actions were taken by the Planning Commission, acting as the Minturn Design Review Board, which may be called-up for further review by the Minturn Town Council:

**801 Main Street – Brown Residence**

- Application for New On-Site Parking Spot

**INTRODUCTION:**

***801 Main Street Application***

At their regular meeting of November 10, 2020, the Planning Commission, acting as the Town of Minturn Design Review Board, reviewed the application of a new on-site parking spot at the Brown Residence located at 801 Main Street. The application calls for:

- **Movement of the fence in the front yard to accommodate a parking spot parallel to Highway 24.**

No neighbors spoke at the DRB hearing where the DRB discussed the proposed new parking spot and movement of the front fence in context to Chapter 16 – *Zoning*, and Appendix ‘B’ *Design Review Standards and Guidelines*, of the Town of Minturn Municipal Code.

Although the DRB supported the proposed parking spot, due to it being allowed by the MMC, the DRB members deliberated the aesthetics of having a car parked in the front yard of someone’s home and the possibility of encroaching into the access easement between 801 Main Street and 795 Main Street.

Staff, in a follow up after the DRB hearing, took measurements at 801 Main Street and found that there was more than enough room to have a parking spot on their property, with minimal encroachment into the access easement between the two properties. Staff has asked a site plan be submitted when the applicant officially starts their project so that we may have official recordation of where the parking stall and any movement of the fence will be located.

Ultimately, the DRB voted 5-0 to approve the new parking stall, with the condition that staff take measurements to prove that a nine foot by eighteen foot parking stall will fit where it is being proposed without causing hazards, which staff confirmed that it did.

**ANALYSIS:**

In reviewing the application, the Planning Commission considered the criteria and findings required by the Minturn Municipal Code, as well as testimony of staff and the Applicant. No members of the public spoke at the DRB hearing.

**COMMUNITY INPUT:**

No members of the public spoke at the DRB hearing. Public notice was provided in accordance with the Minturn Municipal Code as a matter of posting of the official agenda and packet materials for public review prior to the hearing.

**BUDGET / STAFF IMPACT:**

N/A.

**STRATEGIC PLAN ALIGNMENT:**

The Planning Commission’s review of proposed development projects and their actions to approve final plans for individual projects, acting as the Town of Minturn Design Review Board, aligns with the following key strategies:

**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.

**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**.

**RECOMMENDED ACTION OR PROPOSED MOTION:**

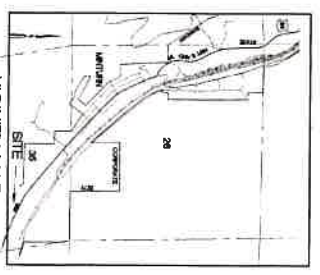
Approve the following application on consent:

1. 801 Main Street – Brown Residence – New On-Site Parking Spot

**ATTACHMENTS:**

- Site plan showing location of proposed parking spot

**FINAL PLAT  
GILLESPIE SUBDIVISION  
A RESUBDIVISION OF PARCEL B-1  
LOCATED IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 35,  
TOWNSHIP 5 SOUTH, RANGE 81 WEST OF THE 6TH PRINCIPAL MERIDIAN  
TOWN OF MINTURN, EAGLE COUNTY, COLORADO**



**CERTIFICATE OF DEDICATION AND OWNERSHIP**

I, the undersigned, being the owner of the above described premises, do hereby certify that the same are being dedicated to the public use and purpose of a gravel parking area, and that the same are being dedicated to the public use and purpose of a gravel parking area, and that the same are being dedicated to the public use and purpose of a gravel parking area.

Witness my hand and seal of office this 1st day of March, 2007.

STATE OF COLORADO  
COUNTY OF EAGLE

*[Signature]*  
Notary Public  
My Comm. Expires 11/16/2007

**LAND USE SUMMARY**

LOT	APPROX. ACRES	USE	APPROX. ACRES
1	0.24	RESIDENTIAL	0.24
2	0.07	RESIDENTIAL	0.07
TOTAL	0.31		0.31



ALL DIMENSIONS ARE TO THE CENTERLINE UNLESS OTHERWISE NOTED. THE DIMENSIONS OF THIS PLAT ARE BASED UPON THE SURVEY OF THE GILLESPIE SUBDIVISION, PARCEL B-1, DATED 11/16/2007.



- SURVEYOR'S NOTES**
1. LINE OF SURVEY (L.S.)
  2. 855' OF EXISTING CORNER MONUMENTS ARE LOCATED AT THE INTERSECTION OF 1/4 SECTION 35 AND 1/4 SECTION 36.
  3. 117' ALUMINUM MONUMENT MONUMENTS ARE LOCATED AT THE INTERSECTION OF 1/4 SECTION 35 AND 1/4 SECTION 36.
  4. MONUMENTS ARE AS LOCATED ON THE PLAT.
  5. THIS REPORT IS TO BE USED TO SUBMIT A PLAT TO THE COUNTY RECORDS.
  6. ALL DIMENSIONS ARE TO THE CENTERLINE UNLESS OTHERWISE NOTED.

**LEGEND**

—	ROUND SIGN OR MARK AND 1/2"
—	OVERHEAD ELECTRIC WIRE
—	POWER POLE

**SURVEYOR'S CERTIFICATE**

I, the undersigned, being a duly licensed and qualified surveyor, do hereby certify that the above described premises are being dedicated to the public use and purpose of a gravel parking area, and that the same are being dedicated to the public use and purpose of a gravel parking area, and that the same are being dedicated to the public use and purpose of a gravel parking area.

Witness my hand and seal of office this 1st day of March, 2007.

*[Signature]*  
Surveyor

**CERTIFICATE OF TAXES PAID**

I, the undersigned, being the owner of the above described premises, do hereby certify that the taxes on the same have been paid to the satisfaction of the taxing authorities.

Witness my hand and seal of office this 1st day of March, 2007.

*[Signature]*  
Taxes Paid

**CLERK AND RECORDERS CERTIFICATE**

I, the undersigned, being the Clerk and Recorder of the County of Eagle, do hereby certify that the above described premises are being dedicated to the public use and purpose of a gravel parking area, and that the same are being dedicated to the public use and purpose of a gravel parking area, and that the same are being dedicated to the public use and purpose of a gravel parking area.

Witness my hand and seal of office this 1st day of March, 2007.

*[Signature]*  
Clerk and Recorder

**TITLE CERTIFICATE**

I, the undersigned, being the Title Guarantor, do hereby certify that the above described premises are being dedicated to the public use and purpose of a gravel parking area, and that the same are being dedicated to the public use and purpose of a gravel parking area, and that the same are being dedicated to the public use and purpose of a gravel parking area.

Witness my hand and seal of office this 1st day of March, 2007.

*[Signature]*  
Title Guarantor

**MINTURN TOWN CERTIFICATE**

I, the undersigned, being the Town Clerk, do hereby certify that the above described premises are being dedicated to the public use and purpose of a gravel parking area, and that the same are being dedicated to the public use and purpose of a gravel parking area, and that the same are being dedicated to the public use and purpose of a gravel parking area.

Witness my hand and seal of office this 1st day of March, 2007.

*[Signature]*  
Town Clerk

**ALPINE ENGINEERING INC.**

SHEET 1 OF 1  
JOB #12345





To: Mayor and Council

From: Jay Brunvand

Date: November 23, 2020

Agenda Item: Annual renewal of Hotel and Restaurant Liquor License

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**REQUEST:**

Staff is requesting Council to review and approve the attached annual renewal of a Hotel and Restaurant Liquor License for FM Saloon Ltd, DBA The Saloon located at 146 N 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.

**THE SALOON**  
**PO BOX 700**  
**Minturn CO 81645**

Fees Due	
Renewal Fee	500.00
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
<b>Amount Due/Paid</b>	<b>\$ 500.00</b>

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 <b>F M SALOON LTD</b>			Doing Business As Name (DBA) <b>THE SALOON</b>	
Liquor License # <b>07-34807-0000</b>	License Type <b>Hotel &amp; Restaurant</b>	Sales Tax License # <b>07348070000</b>	Expiration Date <b>12/26/2020</b>	Due Date <b>11/11/2020</b>
Business Address <b>146 S MAIN Minturn CO 81645</b>				Phone Number <b>9708275954</b>
Mailing Address <b>PO BOX 700 Minturn CO 81645</b>			Email	
Operating Manager <b>STEVE CAMPBELL</b>	Date of Birth <b>4-15-49</b>	Home Address <b>61 Red Cloud Ct NEW CASTLE Colorado</b>		Phone Number <b>970-376-3428</b>
1. Do you have legal possession of the premises at the street address above? <b>Yes</b> No Are the premises owned or rented? <b>Owned</b> Rented* *If rented, expiration date of lease _____				
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 <b>No</b>				
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 <b>No</b>				
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 <b>No</b>				
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 <b>No</b>				
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 <b>No</b>				
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 <b>No</b>				
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 <b>No</b>				

**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 <i>STEVE CAMPBELL</i>	Title <i>OWNER</i>
Signature <i>[Signature]</i>	Date <i>11-23-20</i>

**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 <i>Town of Arvada</i>	Date <i>12/02/2020</i>
Signature	Title <i>Mayor</i>
	Attest



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

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

**MEMORANDUM**

To: Mike Sawyer, Attorney  
Scott Peterson, ECSO/Minturn  
CC:  
Date: 11/23/20 3:36 PM  
RE: Liquor License

Attached please find a copy of a Hotel and Restaurant Liquor License renewal application for FM Saloon Ltd dba The Saloon, Steve Campbell, owner/manager, located at 146 N 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 December 2, 2020 Council Meeting.

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

Thanks, jay



To: Mayor and Council  
From: Jay Brunvand  
Date: December 2, 2020  
Agenda Item: Summary of Fiscal Year 2021 Annual Budget

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Below are items of note for the 2021 budget. This memo includes all material changes to date.

#### General Fund (01)

- 1) Sales Tax 01-00-4040/50 – Based on 2020 income, I increased 5% over 2019. This represents a \$34k increase over 2019.
- 2) Building Permits 01-00-4210 – I increased building permits from \$25k to \$40k and increased the expense of building inspections to correspond.
- 3) Lost Revenue – as discussed for 2021:
  - a. Property Tax growth is only up about \$7k
  - b. Snow Dump is budgeted at zero, we made \$10,500 in 2020
  - c. We are down \$9k due to the sledding hill leased lot
  - d. We are down approximately \$35k in investment earned
- 4) RETT 01-00-4680 – In 2020 I budgeted \$100k and this increased to \$400k in the Supplemental Appropriation; In 2021 I have this budgeted at \$150K
- 5) Computer and Support – 01-01-5120 – in addition to the annual support agreements, this includes \$12k for a planned upgrade to the server.
- 6) Planning Dept – This budget includes a contracted Planner, a Staff Planner, and a Code Enforcement position. The Code Enf position is currently empty and discussion could lead this to be a contracted position or some other amalgamation of ideas.
- 7) Legal Notices 01-02-5250 has been increased significantly to accommodate the rewrite of Chapter 16.
- 8) Municipal Court – The wage account has been decommissioned. All court services for judge and attorney are contracted positions henceforward.
- 9) Econ Dev – the staff position was moved from the Police Dept to the Econ Dev to better represent this use.
- 10) Public Works
  - a. Overtime was reduced and the savings applied to the contracted snow removal contract.
  - b. The Streets and Sidewalks 01-06-5352 budget was increased to \$50k; \$40k for approximately 50% of the Pine St slurry seal and \$10k for other.

- c. Snow Removal 01-06-5352 represents a new line item for a contracted snow plow and removal contract to assist Public Works as detailed in the 2020-21 Snow Plow/Removal plan. This will be an annual expense henceforward.
- d. Parks 01-06-5357: the signage was commingled with the Park Maintenance for a minimal net increase and \$15k was added for Minturn Bike Park Maintenance and Improvements

11) Special Projects 01-09-8XXX includes:

- a. The Employee Wage Pool was reestablished for 2021 and a Bonus program was approved for 2020.
- b. \$50k was budgeted for the Bike Bridge at USFS Bridge using ERWSD's new sewer line crossing.
- c. Projects approved from Carry Forward:
  - i. NAIOP/Dowd Jct Masterplan = \$45k in 2020
  - ii. Land Easement-State Land Board ROW = \$35k in 2021
  - iii. Quiet Title of Eagle River lands = \$60k in 2021
  - iv. Community Plan Updtate = \$40k in 2021; a supplement may be necessary and this will also have an expense in 2022 to be determined
  - v. Eco Transit Funding = \$5k

12) Not including the Carry Forward expenses the General Fund is projected to grow approximately 3% over 2020 Est balance.

Enterprise Fund (02)

- 13) User Fees 02-00-4210 and 4220 increased as per the projected rate study approved for the 2020 and forward budget to include CIP expenses. This rate will be reviewed and modified as needed in early 2021.
- 14) Bond Proceeds 02-00-4575 dependent on the sale of bonds for the CIP needs there is a \$2m revenue and corresponding \$2m expense line. This will be reviewed and confirmed as we determine needs.
- 15) Water Meters 02-06-5160 to expense new meters and install for all MXU's on all meters in the Town.
- 16) Not including the possible bonds to cover CIP the Enterprise Fund is projected to grow approximately 30% over 2020 est actual. The vast majority of this is due to water meters and engineering needs in anticipation of the water plant construction.

Conservation Trust Fund (03)

- 17) 2020 includes the grant income and expenses for the river access work done. This should be done in 2020 and 2021 will be a savings year with no planed expenses in 2021.

Building Fund (04)

- 18) 2020 saw the final bond payments on the Town Hall. Rent from the USPO was renegotiated for another up to 20year lease as their current 20yr lease established in 2000 came to an end. Revenue from USPO/Apartment rents will be utilized to maintain the Town Hall or transferred to the Capital Fund (06) for Capital Expenses.
  - a. R&M 04-01-5250 includes expenses for repair and maintenance of the apartments and a planned upgrade to the Council Room sound system. The Council Room needs will be

reevaluated in light of the many upgrades made to accommodate the COVID requirements.

Market Fund (05)

19) 2021 Market reflects little change from previous years. Due to COVID, the sponsorships received in 2020 will be carried forward to 2021.

Capital Fund (06)

20) Public Works 06-01-5247 includes approximately 50% of the Pine St slurry seal.

21) Vehicles/Equipment 06-01-5249 includes 50% of vehicle needs to include a new Public Works truck as recommended in the vehicle rotation plan.

GID Fund (07)

22) No changes from 2020, it has been discussed that this fund will be dissolved by Battle Mountain Development.

Scholarship Fund (08)

23) No changes from 2020

Battle Mountain Fund (09)

24) No changes from 2020



To: Mayor and Council  
From: Jay Brunvand  
Date: November 23, 2020  
Agenda Item: Ordinance 12 – Series 2020

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**REQUEST:**

Council is asked to approve Ordinance 12 – Series 2020 (Second Reading).

**INTRODUCTION:**

This is an annual Ordinance to account for various increases in revenues and expenditures which are anticipated to exceed their original budget. Each change in Exhibit “A” is listed in fund order showing the increased amount and the revised total budgeted amount.

**ANALYSIS:**

This Ordinance takes into account only those items which are anticipated to exceed their original line item budget. Revenues which exceed their original budget indicates additional revenue. In order to properly recognize and utilize this surplus, we must include it in the budget. In order to properly account for and access spending in expenses which exceed their budgeted line we must be increased. This supplemental appropriation only increases revenue and expenses, it does not un-appropriate funds which will not exceed. This means the Ordinance and action requested only addressed excess revenue and expense, it does not address items that will be under budget. This gives a false view that we are over spending the budget when in fact we do have the funds on hand and in many cases the expense was appropriated by prior council action.

**COMMUNITY INPUT:**

As an Ordinance this will require a public hearing.

**BUDGET / STAFF IMPACT:**

This Ordinance is formal documentation of additional income received and expenses made throughout the FY2019. The impact to the budget is very real and very necessary to include as an update to the originally approved FY2019 budget in order to be in compliance with and prepared for our annual audit.

**STRATEGIC PLAN ALIGNMENT:**

In accordance with Strategy #1 Practice fair, transparent, and communicative local government.

**RECOMMENDED ACTION OR PROPOSED MOTION:**

An ordinance amending the 2020 budget as set forth in the following Exhibit “A”, to appropriate additional General Fund revenues in the amount of \$540,868.00, and appropriating additional General Fund expenditures in the amount of \$387,321.00, and appropriating additional Enterprise Fund



expenditures in the amount of \$260,000.00, and appropriating additional Capital Fund expenditures in the amount of \$12,612.00.

ATTACHMENTS:

- Ordinance 12 – Series 2020

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 12 – SERIES 2020**

**AN ORDINANCE AMENDING THE 2020 BUDGET AS SET FORTH IN THE FOLLOWING EXHIBIT “A”, TO APPROPRIATE ADDITIONAL GENERAL FUND REVENUES IN THE AMOUNT OF \$507,565,540,868.00, AND APPROPRIATING ADDITIONAL GENERAL FUND EXPENDITURES IN THE AMOUNT OF \$333,571,387,321.00, AND APPROPRIATING ADDITIONAL ENTERPRISE FUND EXPENDITURES IN THE AMOUNT OF \$260,000.00, AND APPROPRIATING ADDITIONAL CAPITAL FUND EXPENDITURES IN THE AMOUNT OF \$12,612.00.**

**WHEREAS**, in accordance with Section 8.8 of the Minturn Home Rule Charter the Council may make additional appropriations by ordinance during the fiscal year, and;

**WHEREAS**, Jay Brunvand, Treasurer, has verified that additional funds are available for appropriations in each fund from actual and anticipated revenues of the current year and prior year cash reserves, and;

**WHEREAS**, the Town Council is advised that certain revenues, expenditures and transfers must be approved by ordinance.

**NOW, THEREFORE, THE TOWN OF MINTURN, COLORADO ORDAINS:**

Section 1.

Upon the Town Manager’s verification that there are current year revenues available for appropriation in the General Fund, Enterprise Fund, Conservation Trust Fund, Building Fund, Marketing Fund, Capital Fund, Scholarship Fund, and Battle Mountain Resort Fund and un-appropriated prior year cash balance available in one or more of those funds, the Town Council hereby makes supplemental appropriations as specified in attached Exhibit “A”.

Section 2.

The Town Council hereby authorizes and directs the Town Manager to enter into such contracts and execute such documents on behalf of the Town as may be necessary and customary to expend the funds hereby appropriated for all operations and capital projects within the budget as hereby amended in accordance with the requirements of the Home Rule Charter and the Town’s Financial Policies.

Section 3.

The adoption of this Ordinance will promote the health, safety and general welfare of the Minturn community.

Section 4.

If any provision of this Ordinance or portion thereof is held by a court of competent jurisdiction to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect any other provision which can be given effect without the invalid portion.

**INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THE 18<sup>th</sup> DAY OF NOVEMBER, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 2<sup>nd</sup> DAY OF DECEMBER, 2020 AT 5:30 p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.**

**TOWN OF MINTURN, COLORADO**

\_\_\_\_\_  
**John Widerman, Mayor**

**ATTEST:**

By: \_\_\_\_\_  
**Jay Brunvand, Town Clerk**

**THE TOWN OF MINTURN, COLORADO, ORDAINS THIS ORDINANCE ENACTED ON SECOND READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THIS 2<sup>nd</sup> DAY OF DECEMBER, 2020.**

\_\_\_\_\_  
**John Widerman, Mayor**

**ATTEST:**

By: \_\_\_\_\_  
**Jay Brunvand, Town Clerk**

**ORDINANCE 12 – SERIES 2020**  
**EXHIBIT “A”**

GENERAL FUND:		Addition	Revised Budget
Additional Revenue	\$ <u>507,565,540,868.00</u>		
County Sales Tax	01-00-4040	3,000	30,000
City Sales Tax	01-00-4050	167,681	720,000
Liquor License Fees	01-00-4230	1,900	3,400
Planning and Zoning Fees	01-00-4250	<u>2535,000</u>	<u>235,000</u>
Snow Dump	01-00-4519	5,500	10,500
Grants-DOLA	01-00-4552	50,000	50,000
Grants-COVID	01-00-4562	25,787	25,787
BMR	01-00-4575	<u>1,1972,000</u>	<u>1,1972,000</u>
RETT	01-00-4680	250,000	350,000
 Additional Expense	 \$ <u>333,571,387,321.00</u>		
<u>Med and Dis</u>	<u>01-01-5091</u>	<u>750</u>	<u>750</u>
Telephone	01-01-4200	1,000	10,000
Audit Fees	01-01-5225	500	12,000
Elections	01-01-5255	300	2,300
Computer R&M	01-01-5292	100	3,100
COVID	01-01-5293	25,787	25,787
Town Planner Wages	01-02-5010	34,000	34,000
Emp'ee Ins	01-02-5091	3,710	14,200
FICA	01-02-5092	1,674	5,526
Veh R&M	01-06-5231	1,000	6,000
Equipment R&M	01-06-5291	6,000	12,000
Streets & Sidewalks	01-06-5352	30,000	50,000
Capital Outlay-GF	01-09-8000	19,500	62,500
Grants-DOLA	01-09-8007	210,000	210,000
<u>Emp Wage Pool</u>		<u>8,000</u>	<u>8,000</u>
<u>Dowd Jct</u>	<u>01-09-8008</u>	<u>45,000</u>	<u>45,000</u>
 ENTERPRISE FUND:			
Additional Revenue	\$0.00		
 Additional Expense	 \$ 260,000.00		
Office/Lab	02-06-5100	30,000	45,000
Meter Install	02-06-5160	84,350	84,350
Veh R&M	02-06-5231	2,000	8,000
Equipment R&M	01-06-5291	2,000	8,000
Water Plant System	02-06-5293	140,000	180,000
Mosquito Control	02-07-6001	2450	4,000
 CONSERVATION TRUST FUND:			
Additional Revenue	\$ 0,00		
 Additional Expense	 \$ 0.00		
 BUILDING FUND:			
Additional Revenue	\$ 0,00		
 Additional Expense	 \$ 0.00		
 MARKET FUND:			
Additional Revenue	\$ 0.00		
 Additional Expense	 \$ 0.00		

CAPITAL FUND:

Additional Revenue	\$ 0.00		
Additional Expense	\$ 12,612.00		
Parks/Rec Center	06-01-5220	12,228	52,228
Veh & Equip	06-01-5249	384	128,729

GID FUND:

Additional Revenue	\$ 0.00
Additional Expense	\$ 0.00

SCHOLARSHIP FUND:

Additional Revenue	\$ 0.00
Additional Expense	\$ 0.00

BATTLE MOUNTAIN RESORT FUND:

Additional Revenue	\$ 0.00
Additional Expense	\$ 0.00

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 12 - SERIES 2020**

AN ORDINANCE AMENDING THE 2020 BUDGET AS SET FORTH IN THE FOLLOWING EXHIBIT 'A', TO APPROPRIATE ADDITIONAL GENERAL FUND REVENUES IN THE AMOUNT OF \$97,565.00, AND APPROPRIATING ADDITIONAL GENERAL FUND EXPENDITURES IN THE AMOUNT OF \$333,371.00, AND APPROPRIATING ADDITIONAL ENTERPRISE FUND EXPENDITURES IN THE AMOUNT OF \$260,000.00, AND APPROPRIATING ADDITIONAL CAPITAL FUND EXPENDITURES IN THE AMOUNT OF \$12,612.00

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THE 18th DAY OF NOVEMBER, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 2nd DAY OF DECEMBER, 2020 AT 5:30 p.m. AT THE MINTURN TOWN HALL, 302 PINE STREET, MINTURN COLORADO 81845.

TOWN OF MINTURN, COLORADO

John Wideman, Mayor

ATTEST:

By: Jay Brunvand, Town Clerk

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 13 - SERIES 2020**

AN ORDINANCE LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2021, TO MEET GENERAL OPERATING COSTS OF GOVERNMENT FOR THE TOWN OF MINTURN, COLORADO FOR THE 2021 BUDGET YEAR.

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THE 18th DAY OF NOVEMBER, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 2nd DAY OF DECEMBER, 2020 AT 5:30 p.m. AT THE MINTURN TOWN HALL, 302 PINE STREET, MINTURN COLORADO 81845.

TOWN OF MINTURN, COLORADO

John Wideman, Mayor

ATTEST:

Jay Brunvand, Town Clerk

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 14 - SERIES 2020**

AN ORDINANCE ANNUALLY SETTING, AMENDING AND APPROVING TOWN FEES AS SET FORTH IN THE FOLLOWING ATTACHMENT TO BE INCLUDED IN APPENDIX 'A' OF THE MINTURN MUNICIPAL CODE FOR THE TOWN OF MINTURN, COLORADO FEES COMMENCING JANUARY 1, 2021.

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THE 18th DAY OF NOVEMBER, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 2nd DAY OF DECEMBER, 2020 AT 5:30 p.m. AT THE MINTURN TOWN HALL, 302 PINE STREET, MINTURN COLORADO 81845.

TOWN OF MINTURN, COLORADO



To: Mayor and Council  
From: Jay Brunvand  
Date: November 23, 2030  
Agenda Item: Ordinance 13 – Series 2020

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**REQUEST:**

Council is asked to approve Ordinance 13 – Series 2020 (Second Reading).

**INTRODUCTION:**

This is an annual Ordinance setting forth and approving the Fiscal Year 2021 mill levy on Second Reading.

**ANALYSIS:**

This is an annual ordinance approved by Council to establish the mill levy on property assessments for the following year. Our mill levy was set at 17.934 mills in 2000 allowing us to collect, spend, or save all revenue generated based on the county assessment. These funds flow into the General Fund as a major source of revenue to meet our budgeted needs. The mill levy collection of property tax makes up 29% of Minturn's annual General Fund revenues.

Minturn's 2021 Proposed General Fund Spending = \$2.04million

Minturn's 2021 proposed spending over all funds = \$4.03million (excluding potential new debt)

Minturn's 2021 increase in sales tax over 2019 = 5%

Minturn's 2021 share of town revenue from Sales Tax = 38.5%

**COMMUNITY INPUT:**

As an Ordinance this will require a public hearing.

**BUDGET / STAFF IMPACT:**

This Ordinance formally sets the town mill levy at our allowed 17.934 mills for the following year and is a major source of revenue for the town's General Fund.

**STRATEGIC PLAN ALIGNMENT:**

In accordance with Strategy #1 Practice fair, transparent, and communicative local government.

**RECOMMENDED ACTION OR PROPOSED MOTION:**

Motion to approve ordinance no. 13 – series 2020 (Second Reading), an ordinance levying general property taxes for the year 2021, to meet general operating costs of government for the Town of Minturn, Colorado for the 2021 budget year.

**ATTACHMENTS:**

- Ordinance 13 – Series 2020

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 13 – SERIES 2020**

**AN ORDINANCE LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2021, TO MEET GENERAL OPERATING COSTS OF GOVERNMENT FOR THE TOWN OF MINTURN, COLORADO FOR THE 2021 BUDGET YEAR.**

**WHEREAS**, the Minturn Town Council of the Town of Minturn, Colorado will adopt the annual budget for Fiscal Year 2021 in accordance with Local and State Government Budget Law, on December 2, 2020, and;

**WHEREAS**, the assessed valuation for the Town of Minturn, Colorado as certified by the Eagle County Assessor is approximately **\$30,741,740.00** and will generate approximately **\$551,322.00** based on the authorized 17.934 mills of the Town of Minturn, and;

**WHEREAS**, at General Election on November 3, 1998, the citizens of Minturn, Colorado have established the Town Mill Levy at 17.9340 mills in accordance with Article X, Section 20 of the Colorado Constitution, and;

**WHEREAS**, the final assessed valuation for the fiscal year 2021 will be available by December 2, 2020 from the County of Eagle Assessor in a timely manner to allow the passage of this Ordinance as a non-emergency in the normal course of events.

**NOW, THEREFORE, THE TOWN OF MINTURN, COLORADO ORDAINS:**

Section 1. That for the purpose of meeting general operating expenses of the Town of Minturn during the 2021 budget year, there is hereby levied a tax of 17.934 mills upon each dollar of the total valuation for assessment of all taxable property within the Town of Minturn for the 2021 budget year. This assessment of 17.934 mills shall be duly made by the County of Eagle, State of Colorado, as directed by the Colorado Revised Statutes (as amended), and as otherwise required by law.

Section 2. The Minturn Town Treasurer is hereby authorized and directed to immediately certify to the County Commissioners of Eagle County, Colorado, the mill levies for the Town of Minturn, Colorado as here in above determined and set.

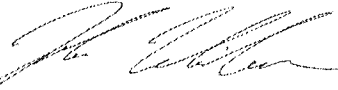
Section 3. The Minturn Town Council hereby finds, determines, and declares that this ordinance is necessary and proper for the health, safety, and welfare of the Town of Minturn, Colorado and the inhabitants thereof.

Severability. If any part, section, sub-section, clause or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance; and the Town Council for the Town of Minturn, Colorado hereby declares it would have passed this Ordinance and each part, section, sub-section, sentence, clause or phrase thereof, irrespective of the fact that any one or more parts, sections, sub-sections sentences, clauses or phrases be declared invalid.



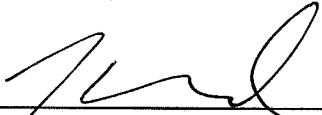
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TOWN OF MINTURN, COLORADO

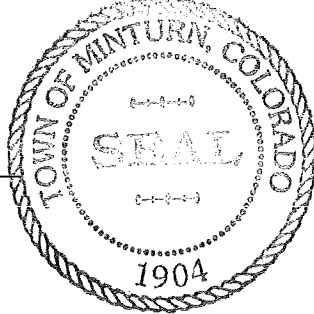


John Widerman, Mayor

ATTEST:



Jay Brunvand, Town Clerk



THE TOWN OF MINTURN, COLORADO, ORDAINS THIS ORDINANCE ENACTED ON SECOND READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THIS 2<sup>nd</sup> DAY OF DECEMBER, 2020.

John Widerman, Mayor

ATTEST:

Jay Brunvand, Town Clerk

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 05 - SERIES 2020**

AN ORDINANCE AMENDING THE 2020 BUDGET AS SET FORTH IN THE FOLLOWING EXHIBIT "A", TO UNAPPROPRIATE GENERAL FUND REVENUES IN THE AMOUNT OF \$57,581.00, AND UNAPPROPRIATING GENERAL FUND EXPENDITURES IN THE AMOUNT OF \$97,775.00, AND APPROPRIATING ADDITIONAL ENTERPRISE FUND EXPENDITURES IN THE AMOUNT OF \$25,600.00, AND APPROPRIATING ADDITIONAL CAPITAL FUND EXPENDITURES IN THE AMOUNT OF \$3,000.00

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THE 6th DAY OF MAY, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 20TH DAY OF MAY, 2020 AT 6:30 p.m. AT THE MINTURN TOWN HALL 502 PINE STREET, MINTURN COLORADO 81645.

TOWN OF MINTURN, COLORADO

John Wideman, Mayor

ATTEST:

Jay Brunvand, Town Clerk

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 13 - SERIES 2020**

AN ORDINANCE LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2021, TO MEET GENERAL OPERATING COSTS OF GOVERNMENT FOR THE TOWN OF MINTURN, COLORADO FOR THE 2021 BUDGET YEAR.

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THE 18th DAY OF NOVEMBER, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 2nd DAY OF DECEMBER, 2020 AT 5:30 p.m. AT THE MINTURN TOWN HALL 502 PINE STREET, MINTURN COLORADO 81645.

TOWN OF MINTURN, COLORADO

John Wideman, Mayor

ATTEST:

Jay Brunvand, Town Clerk

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 14 - SERIES 2020**

AN ORDINANCE ANNUALLY SETTING, AMENDING AND APPROVING TOWN FEES AS SET FORTH IN THE FOLLOWING ATTACHMENT TO BE INCLUDED IN APPENDIX "A" OF THE MINTURN MUNICIPAL CODE FOR THE TOWN OF MINTURN, COLORADO FEES COMMENCING JANUARY 1, 2021

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THE 18th DAY OF NOVEMBER, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 2nd DAY OF DECEMBER, 2020 AT 5:30 p.m. AT THE MINTURN TOWN HALL 502 PINE STREET, MINTURN COLORADO 81645.

TOWN OF MINTURN, COLORADO

John Wideman, Mayor



To: Mayor and Council  
From: Jay Brunvand  
Date: November 23, 2020  
Agenda Item: Ordinance 14 – Series 2020

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**REQUEST:**

Council is asked to approve Ordinance 14 – Series 2020 on Second Reading.

**INTRODUCTION:**

This is an annual Ordinance setting forth and approving the various fees proposed for Fiscal Year 2021 on Second Reading. The Town Municipal Code has many fees cited in various areas of the Code. This Ordinance combines those fees into one document. It is important to note that in the event a fee conflicts with the Code, the Code will prevail.

**ANALYSIS:**

This is an annual ordinance approved by Council to establish the annual fee schedule and any proposed fee increases. The fee schedule has been discussed in previous meetings with Council and each department, changes to the fees are reflected in the schedule. All fees will go into effect on January 1, 2021

**COMMUNITY INPUT:**

As an Ordinance this will require a public hearing.

**BUDGET / STAFF IMPACT:**

This Ordinance formally sets the town fee schedule as laid forth in the Minturn Municipal Code and is a major source of revenue for the town's various funds. It is important to note that the fees are set administratively and are allowed by law to change year to year as necessary; whereas, a tax, such as the town's mill levy, is set by the voters and can only change via a formal election of the citizens.

**STRATEGIC PLAN ALIGNMENT:**

In accordance with Strategy #1 Practice fair, transparent, and communicative local government.

**RECOMMENDED ACTION OR PROPOSED MOTION:** Motion to approve Ordinance No. 14 – series 2020 (Second Reading) an Ordinance annually setting, amending and approving town fees as set forth in the following attachment to be included in Appendix "A" of the Minturn Municipal Code for the Town of Minturn, Colorado fees commencing January 1, 2021

**ATTACHMENTS:**

- Ordinance 14 – Series 2020

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 14 – SERIES 2020**

**AN ORDINANCE ANNUALLY SETTING, AMENDING AND APPROVING TOWN FEES AS SET FORTH IN THE FOLLOWING ATTACHMENT TO BE INCLUDED IN APPENDIX “A” OF THE MINTURN MUNICIPAL CODE FOR THE TOWN OF MINTURN, COLORADO FEES COMMENCING JANUARY 1, 2021**

**WHEREAS**, The Town of Minturn reviews and approves such fees by ordinance annually and as necessary, and;

**WHEREAS**, The fee schedule is available for review during regular business hours at the Town Offices as well as the Official Town Website.

**NOW, THEREFORE, THE TOWN OF MINTURN, COLORADO, ORDAINS:**

Section 1.

The following fees and deposits are hereby set as set forth or added in Appendix “A” is adopted.


Section 2.

In the event of a conflict between the fees, rates and charges listed in this Appendix A and the Text of any individual section of the Town Code, the provisions of The Minturn Municipal Code shall control.

Severability. If any part, section, sub-section, clause or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance; and the Town Council for the Town of Minturn, Colorado hereby declares it would have passed this Ordinance and each part, section, sub-section, sentence, clause or phrase thereof, irrespective of the fact that any one or more parts, sections, sub-sections sentences, clauses or phrases be declared invalid.

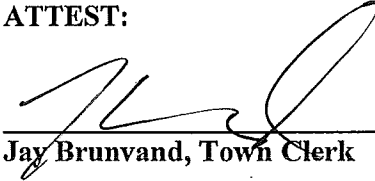
**INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THE 18<sup>th</sup> DAY OF NOVEMBER, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 2<sup>nd</sup> DAY OF DECEMBER, 2020 AT 5:30 p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.**

**TOWN OF MINTURN, COLORADO**

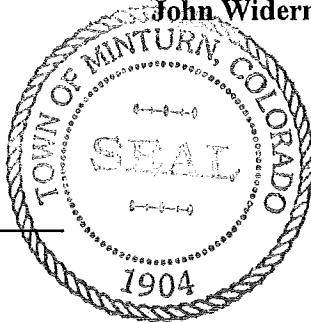


**John Widerman, Mayor**

**ATTEST:**



**Jay Brunvand, Town Clerk**



**THE TOWN OF MINTURN, COLORADO, ORDAINS THIS ORDINANCE ENACTED ON SECOND READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THIS 2<sup>nd</sup> DAY OF DECEMBER, 2020.**

\_\_\_\_\_  
**John Widerman, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Jay Brunvand, Town Clerk**

**Fees, Rates, and Charges Imposed Pursuant to the Minturn Town Code**

ITEM	DESCRIPTION	FEE 2020	OTHER	2021 Amount If Revised
<b>General Government</b>				
<b>Administration</b>				
Copies	per page	\$0.25		
CD-Town Code		\$50.00		
Bad Check fee		\$35.00		
Open Records Request				
Attorney-Administrative Description	per hour, minimum 1hr after first hour	\$185.00		
Town Staff-Administrative Description	per hour, minimum 1hr after first hour	\$30.00		
Past due monthly fee		\$35.00 plus 1.5%/month		
Real Estate Transfer Tax	per sale due at time of sale	1%		
Lodging Tax		1.5%		
Sales Tax - City		4%		
Use Tax - Construction		4%		
Credit Card Fee	For charges in excess of \$500	3%		
<b>Meeting Room Fees</b>				
	Deposit may be required			
Set-Up Fee	Used in Special circumstances. Will generally only use the space for Town related business or for Town partners. Will generally require they set up on their own.	\$50.00		
Flip Chart and Easel		\$25.00		
LCD Projector/screen		\$100.00		
Sound System/Microphones		\$75.00		
Full Room with Kitchen		\$300.00		
Full Room Without Kitchen		\$200.00		
Cleaning Deposit	Based on actual cost	\$250.00		
Little Beach Park				
Minturn Resident		\$150/block \$250/day		No Change
Non Profit		\$50		\$100
Non Resident		\$200/block \$300/day		No Change
<b>Business Licenses:</b>				
Initial License Fee		\$120.00		
	Prorated at \$10/month			
Business License Fee	(Due 4/1-3/31)	\$120.00		
In-Home License Fee		\$36.00		
Home Business License-Renewal	(Major household income)	\$120.00		
Outdoor Recreation License		\$120.00		
Short Term Rental License		\$300.00		
Snow Plow Business		\$120.00		
Each additional vehicle		\$12.00		
<b>Peddler or Solicitor:</b>				
<b>License Fees</b>				
1 Day		\$15.00		
2 Days Consecutively		\$30.00		
3 Days Consecutively		\$45.00		
5-Days Consecutively		\$75.00		
7 Days Consecutively		\$120.00		
30 Days consecutively		\$240.00		
Annual License	(Due 4/1)	\$240.00		
<b>Contractor:</b>				
Annual License Fee - General	Valid for 3yrs	\$240.00		
Business List Print Fee		\$40.00		

ITEM	DESCRIPTION	FEE 2020	OTHER	2021 Amount If Revised
<b>MISCELLANEOUS FEES</b>		Set administratively to cover the cost of services.		
Professional Use Fee	Inc use of town Eng, etc	Cost + 20%		
<b>LIQUOR LICENSE APP FEES</b>	All fees as set by State			
<b>PUBLIC SAFETY</b>				
Incarceration Fee	Assessed at current daily fee charged by the ECO Sheriff's Office			
Records Requests-Criminal Justice		.25pg + \$5.00 Admin Fee		
Clearance Letter	per individual	\$10.00		
Court Transcripts		\$250.00 Deposit/Actual Cost		
Court Fines		per Judge		
Court Fines-Payment Plan Fee	Per court direction	\$25.00		
Court Cost Fee		\$25.00		
Community Service Fee		\$25.00		
<b>PUBLIC WORKS</b>				
SNOW DUMP-TANDEM		\$50.00		
SNOW DUMP-END DUMP		\$90.00		
SNOW DUMP-FINE	ILLEGAL DUMPING-MINIMUM x4			
Water				
Cash deposit		\$100.00		
Debt Service Fee	Per SFE/Month	\$7.81		\$20.32
Turn-on/Reconnect Fee		\$50.00		
Turn-off/Disconnect Fee		\$50.00		
Turn-on/Reconnect	For non metered water only	\$400.00		
Tap, inspection, connection fee				
(1) Residential Unit; per unit plus Tier fee per sq foot floor		Tap Fee \$5,182 SIF Tier 1 \$4.26/spft SIF Tier 2 \$5.37/sqft SIF Tier 2 \$6.47/sqft		Tap Fee \$5,441 SIF Tier 1 \$4.47/spft SIF Tier 2 \$5.64/sqft SIF Tier 2 \$6.79/sqft
Accessory Dwelling Unit (>750sf)	.5sfe	\$4.26/sf		\$4.47/sf
Cash in Lieu of Water		\$11,737.95		\$12,324.85
(2) Hotel/Lodge/Motel/Lock-off/Accommodation Unit:				
(a) per efficiency room		\$3,750.00		\$3,937.50
(b) per room		\$2,750.00		\$2,887.50
Out of Town Tap Fees are 25% higher				
Tap, Inspection, Connection Fee				
Commercial Service Line Size in inches: Set to equal ERWSD rates		Cost per Tap		
	3/4in (1.5 SFE)	\$16,495.00		\$17,320.00
	1in (2.6 SFE)	\$28,588.00		\$30,017.00
	1in 1/2 (5.8 SFE)	\$63,775.00		\$66,964.00
	2un (10.3 SFE)	\$113,255.00		\$122,068.00
	3in (23.0 SFE)	\$255,116.00		\$267,875.00
	4in (40.9 SFE)	\$449,724.00		\$472,210.00
	6in (92.1 SFE)	\$1,012,705.00		\$1,063,340.00
All out of Town Taps	Sec. 13-29(b)(1)	+ 50%		
Construction Use Rates	Sec. 13.65			
Any water use for construction purposes	per month flat fee plus use	\$100.00		
Portable meter fee		\$100.00		
Portable meter water use	\$5.00/1000 gal	\$10.00/1000 gal		
Portable meter deposit or lost meter cost		\$1,750.00		
Unusual Water User Fee	Sec. 13.66	set Administratively		

ITEM	DESCRIPTION	FEE 2020	OTHER	2021 Amount if Revised
<b>Unmetered Water Rate</b>	Sec. 13-67			
Monthly rate per SFE for	Residential	\$102.74	Base + 25%	\$113.02
Policy related to other uses	Commercial	\$102.74	Base + 25%	\$113.02
Replaces Sec. 13-29(b)(2)	Residential out of Town	\$123.29	Base + 50%	\$135.62
	Commercial out of Town	\$143.83	Base + 75%	\$158.22
	Seniors-Grandfathered (65 years or older)	\$77.05	Base -25%	\$84.77
<b>Metered Water Rate</b>	Sec. 13-68			
(a) Residential, basic monthly charge	per SFE	\$82.19		\$90.41
plus a monthly above 0 gals. Use charge per 1,000 gallons		\$6.50		\$6.83
(b) Commercial, basic monthly charge	per SFE	\$82.19		\$90.41
plus a monthly above 0 gals. Use charge per 1,000 gallons		\$6.50		\$6.83
(c) 25% discount for Residential Owner-Occupant over 65 years of age		\$77.05		\$84.77
Out of Town Water Rate are 50% higher for Residential and 75% higher for Commercial	Sec. 13-29(b)(2)	\$123.29		\$135.62
<b>Trash Collection</b>				
(a) Residential/Commercial, Basic Monthly Charge (No Dumpster)	per contracted rates	\$33.96		
(b) Extra can fee		\$10.00		
<b>Street Cut Fee</b>				
Basic permit fee	Performance Bond may Required	\$75.00		
Basic utility fee		\$50.00		
	per Sec. 11-26			
	replacement of paving w/oil&chip surface/ per sq. ft.		Per Bid	
	dirt cuts		Per Bid	
	Backfilling		time, material, staff time	
	Saw cuts per lineal foot w/min fee 25.00		time, material, staff time	
	Any re-work		time, material, staff time	
Application for Encroachment	Sec. 11-3	\$40.00		
Encroachment Fee		\$16sqft annually		
<b>Eagle River Fire Protection District Impact Fees</b>				
new meter size:	3/4 inch	\$1,671.00		
	1 inch	\$2,841.00		
	1.5 inch	\$5,515.00		
	2 inch	\$8,857.00		
	3 inch	\$18,382.00		
	4 inch	\$28,409.00		
	6 inch	\$55,147.00		



**ITEM**  
**PUD Applications**

**2020 FEE**

**DETAIL**

Pre-Application Conference		
PUD Concept Plan	\$850 + \$25/Unit + \$5,000 Deposit	
PUD Preliminary Development Plan	\$2500 + \$25/Unit + \$5,000 Deposit	
PUD Final Development Plan	\$1500 + \$25/Unit + \$5,000 Deposit	
Minor PUD Concept/Preliminary Development Plan	\$1000 + \$25/Unit + \$5,000 Deposit	
Changes to Approved PUD Plans-		
(Minor) Approved by Planning Director	\$350 + \$1,000 Deposit	
(Minor) Approved by Planning Commission	\$500 + \$25/Additional Units + \$1,000 Deposit	
(Major) Approved by Town Council	\$1000 + \$25/Additional Units + \$5,000 Deposit	
<b>Subdivision Application</b>		
Administrative Replat	\$500 + Cost	
Correction Plat	\$350 + Cost	
Preliminary Subdivision Plat	\$1500 + 25/Lot + \$5,000 Deposit	
Final Subdivision Plat	\$1000 + 25/Lot + \$3,000 Deposit	
Minor Subdivision		
Amended Final Plat	\$650 + Cost	
Minor Type A Subdivision	\$850 + Cost	
Minor Type B Subdivision	\$850 + Cost	
<b>Miscellaneous</b>		
Annexation	\$5,000 + \$10,000 Deposit	
Amendments To Text of Land Use Regulations	\$1,750 + Cost	
Amendments To Official Zone District Map	\$1,000 + Cost	
Conditional Use Permit Application	\$800 + Cost	
Limited Use Review	\$450 + Cost	
Temporary Use Permit	\$425 + Cost	
Temporary Use Permit Security Deposit	TBD on Per Case Basis	
Variance	\$575 + Cost	
Vacation of Public Easements and ROW	\$750 + Cost	
Sign Permit	\$60 + 1.50/Sq. Ft.	
Design Review Board		
Major Design Review Application	\$200	
Minor Design Review Application	\$75	
Special Planning Commission meeting	\$500 + Cost	
Appeal - Planning Commission or Town Council	\$300 + Cost	
Professional Review - Single structure project < 1 acre		
Multiple structure projects or projects 1 to 3 acre		
Building Permits new construction - based on valuation:**		
\$1.00 to \$500.00		
\$501.00 to \$2,000.00		\$3.87 for each additional \$100 valuation over \$500.00
\$2,001.00 to \$25,000		\$17.78 for each additional \$1,000 valuation over \$2,000
\$25,001.00 to \$50,000		\$12.83 for each additional \$1,000 valuation over \$25,000
\$50,001.00 to \$100,000.00		\$8.89 for each additional \$1,000 valuation over \$50,000
\$100,001.00 to \$500,000.00		\$7.11 for each additional \$1,000 valuation over \$100,000
\$500,001.00 to \$1,000,000.00		\$6.03 for each additional \$1,000 valuation over \$500,000
\$1,000,001.00 and up		\$4.64 for each additional \$1,000 valuation over \$1,000,000
Construction without a permit		Purchase of Building Permit plus Fine of 75-100% value of permit to be determined by Town
Single item permits ex: re-roofing, basement finish, mechanical, plumbing		\$75 for each additional inspection - to be determined by building official
Plan Review		65% of permit fee
Cleanup Deposit		
Street Use Fee		1/2% of the project valuation that is valued at \$500 or greater

**Application Review Deposit:**

Deposits are required to cover staff and consultant time attributable to a particular land use application review, meeting attendance, and phone consultations over and above the minimum application fee required for the application.

For multi-step applications (e.g. PUD Concept, PUD Preliminary Plan, PUD Final Plan) any unused deposit amounts from one application may be applied toward the next application. Minimum deposit balances for each land use application type must be maintained or replenished upon notice by the Town.

**Costs:**

Costs attributable to the review by consultant time are billed at actual hourly rates. Cost assessed after first hour.

**Temporary Use Permit Security Deposit:**

Security deposit amounts for the cleanup or restoration following the termination of an approved temporary use are determined by the Planning Director on a case by case basis dependent on the intensity, scope, timing, and location of the use; and, upon the intensity, scope, timing, and location of the anticipated mitigation needed to return the unit, site, or area to its pre-permit condition.

\*\* Valuation is based upon the national average per/square foot construction cost published semi-annually by the International Code Council, with a 1.4 multiplier applied as a regional cost differential.

**Other:**

\*For all applications requiring legal descriptions to be published in the newspaper, additional fees will be charged on a per cost basis, for publications that are in excess of \$50

\*Review fees charged by a state or federal agency shall be made payable to the reviewing agency based on current rates and paid at the time of application.

\*No application shall be considered or reviewed until the application fees are paid in full and the application is deemed complete. Where multiple applications are required, multiple fees shall be assessed. Fees are not required for Town-initiated applications.

\*Application fees shall be paid by cash or by a check made payable to the Town of Minturn, and shall be submitted with the application to the Town of Minturn Planning Department.

\*Additional Town Staff services may be billed at an hourly rate as deemed necessary.

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 06 - SERIES 2020**

AN ORDINANCE AMENDING THE 2020 BUDGET AS SET FORTH IN THE FOLLOWING EXHIBIT "A", TO UNAPPROPRIATE GENERAL FUND REVENUES IN THE AMOUNT OF \$67,961.00, AND UNAPPROPRIATING GENERAL FUND EXPENDITURES IN THE AMOUNT OF \$97,773.00, AND APPROPRIATING ADDITIONAL ENTERPRISE FUND EXPENDITURES IN THE AMOUNT OF \$25,000.00, AND APPROPRIATING ADDITIONAL CAPITAL FUND EXPENDITURES IN THE AMOUNT OF \$3,000.00

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THE 6th DAY OF MAY, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 20TH DAY OF MAY, 2020 AT 6:30 p.m. AT THE MINTURN TOWN HALL 502 PINE STREET, MINTURN COLORADO 81045.

TOWN OF MINTURN, COLORADO

John Wideman, Mayor

ATTEST:

Jay Brunvand, Town Clerk

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 13 - SERIES 2020**

AN ORDINANCE LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2021, TO MEET GENERAL OPERATING COSTS OF GOVERNMENT FOR THE TOWN OF MINTURN, COLORADO FOR THE 2021 BUDGET YEAR.

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THE 19th DAY OF NOVEMBER, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 2nd DAY OF DECEMBER, 2020 AT 5:30 p.m. AT THE MINTURN TOWN HALL 502 PINE STREET, MINTURN COLORADO 81045.

TOWN OF MINTURN, COLORADO

John Wideman, Mayor

ATTEST:

Jay Brunvand, Town Clerk

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 14 - SERIES 2020**

AN ORDINANCE ANNUALLY SETTING, AMENDING AND APPROVING TOWN FEES AS SET FORTH IN THE FOLLOWING ATTACHMENT TO BE INCLUDED IN APPENDIX "A" OF THE MINTURN MUNICIPAL CODE FOR THE TOWN OF MINTURN, COLORADO FEES COMMENCING JANUARY 1, 2021

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THE 19th DAY OF NOVEMBER, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 2nd DAY OF DECEMBER, 2020 AT 5:30 p.m. AT THE MINTURN TOWN HALL 502 PINE STREET, MINTURN COLORADO 81045.

TOWN OF MINTURN, COLORADO

John Wideman, Mayor



To: Mayor and Council  
From: Jay Brunvand  
Date: November 23, 2020  
Agenda Item: Ordinance 15– Series 2020

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**REQUEST:**

Council is asked to approve Ordinance 15 – Series 2020 on Second Reading.

**INTRODUCTION:**

This is an annual Ordinance appropriating all beginning fund balances, revenues, and expenses in each fund and adopting the FY2020 budget.

Based on discussion at the 11/4/20 Council Meeting I have added \$40,000 for estimated expenses on the Community Plan. This will be a budget item in 2022 as well.

**ANALYSIS:**

This is an annual ordinance reports, allocates, and appropriates the beginning fund balance, all anticipated revenues, and all anticipated expenses for each fund as detailed in the budget document. To date all changes to the preliminary budget accepted at the first meeting in October 2020 have been assimilated into these final numbers. Council will receive a final budget shortly after second reading in December which will reflect the budget as approved by this Ordinance.

**COMMUNITY INPUT:**

As an Ordinance this will require a public hearing.

**BUDGET / STAFF IMPACT:**

This Ordinance represents the formal funding mechanism per State law in the budget approval process.

**STRATEGIC PLAN ALIGNMENT:**

In accordance with Strategy #1 Practice fair, transparent, and communicative local government.

**RECOMMENDED ACTION OR PROPOSED MOTION:**

Motion to approve Ordinance No. 15 – series 2020 (Second Reading) an Ordinance appropriating revenues, appropriating expenditures, approving transfers and adopting the Town of Minturn budget for the period beginning on the first day of January, 2021 and ending on the last day of December, 2021.

**ATTACHMENTS:**

- Ordinance 15 – Series 2020

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 15 – SERIES 2020**

**AN ORDINANCE APPROPRIATING REVENUES, APPROPRIATING EXPENDITURES, APPROVING TRANSFERS AND ADOPTING THE TOWN OF MINTURN BUDGET FOR THE PERIOD BEGINNING ON THE FIRST DAY OF JANUARY, 2021 AND ENDING ON THE LAST DAY OF DECEMBER, 2021.**

**WHEREAS**, the Minturn Town Council of the Town of Minturn, Colorado has appointed Jay Brunvand, Treasurer, to prepare and submit a proposed budget to said governing body at the proper time, and;

**WHEREAS**, Jay Brunvand, Treasurer, has submitted a proposed 2020 Budget to this governing body on October 7, 2020, for its consideration, and;

**WHEREAS**, upon due and proper notice, published and posted in accordance with the law, said proposed budget was open for inspection by the public as required by law at the Minturn Town Center, a public hearing was scheduled and held on November 4, 2020 and interested citizens were given the opportunity to file or register any objections to said proposed budget, and;

**WHEREAS**, this proposed budget balances by fund as required by law, and;

**WHEREAS**, the final assessed valuation will be available by December 2, 2020 from the County of Eagle Assessor in a timely manner to allow the passage of this Ordinance as a non-emergency in the normal course of events.

**NOW, THEREFORE, THE TOWN OF MINTURN, COLORADO ORDAINS:**

Section 1.

The budget for the Town of Minturn, Colorado for the fiscal year 2021 as submitted and summarized by fund as described below is hereby adopted, which adoption shall constitute appropriations of the amounts specified therein as revenues and expenditures from the Funds indicated; and that the estimated Beginning Balances, Revenues and Other Sources are hereby declared to be a reasonable projection of the amount of Revenue available for appropriation and to provide an adequate Fund Balance at the close of the fiscal year beginning January 1, 2021 and ending December 31, 2021 more particularly described as follows:

FUND DESCRIPTION	BEGINNING FUND EST. BALANCE	FY2021 REVENUE	FY2021 EXPENSES
General Fund	\$ 1,368,555	\$1,961,149	\$2,082,977
Enterprise Fund	\$1,292,135	\$3,586,941	\$3,438,087
Conservation Trust Fund	\$ 15,829	\$ 10,400	\$ 10,000
Minturn Building Fund	\$ 213,550	\$ 57,394	\$ 53,500
Market Fund	\$ 5,633	\$ 50,000	\$ 50,000
Capital Fund	\$ 334,130	\$ 181,868	\$ 329,600
Scholarship Fund	\$ 310,613	\$ 10,000	\$ 7,100
Battle Mtn Fund	\$ 79,131	\$ 2,500	\$ 0

Section 2.

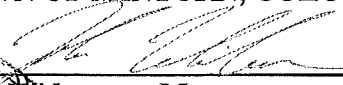
The Town Council hereby authorizes and directs the Town Manager and Treasurer to enter into such contracts and execute such documents on behalf of the Town as may be necessary and customary to expend the funds hereby appropriated for all operations and capital projects within the budget as hereby adopted all in accordance with the requirements of the Home Rule Charter and the Town's Financial Policies.

Section 3.

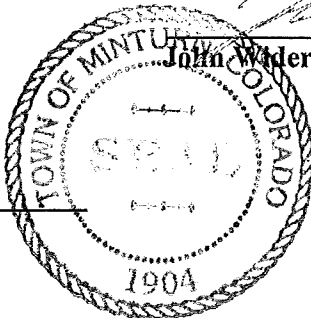
The budget hereby approved and adopted shall be signed by the Mayor and Town Clerk and made a part of the public records of the Town of Minturn, Colorado.

**INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THE 18<sup>th</sup> DAY OF NOVEMBER, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 2<sup>nd</sup> DAY OF DECEMBER, 2020 AT 5:30 p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.**

**TOWN OF MINTURN, COLORADO**



**John Widerman, Mayor**



**ATTEST:**



**Jay Brunvand, Town Clerk**

**THE TOWN OF MINTURN, COLORADO, ORDAINS THIS ORDINANCE ENACTED ON SECOND READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THIS 2<sup>nd</sup> DAY OF DECEMBER, 2020.**

**John Widerman, Mayor**

**ATTEST:**

**Jay Brunvand, Town Clerk**

ATTEST:

Jay Bruvander, Town Clerk

TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 15 - SERIES 2020

AN ORDINANCE APPROPRIATING REVENUES, APPROPRIATING EXPENDITURES, APPROPRIATING TRANSFERS AND ADOPTING THE TOWN OF MINTURN BUDGET FOR THE PERIOD BEGINNING ON THE FIRST DAY OF JANUARY, 2021 AND ENDING ON THE LAST DAY OF DECEMBER, 2021.

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEB SITE THE 18th DAY OF NOVEMBER, 2020. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 28th DAY OF DECEMBER, 2020 AT 5:00 a.m. AT THE MINTURN TOWN HALL 322 PINE STREET, MINTURN COLORADO 81145.

TOWN OF MINTURN, COLORADO

John W. Demian, Mayor

ATTEST:

Jay Bruvander, Town Clerk

Published in the Vail Daily on November 21, 2020.  
0000626375

Run Date	Product	Placement	Rate	Sched Cst	Disc/Prem	Color	Pickup	Tax	Subtotal
11/21/2020	CMN Online Regional A	LEGALS CMN	\$0.00 per Inch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11/21/2020	CMN Vail Daily	LEGALS CMN	\$6.24 per Inch	\$70.72	\$0.00	\$0.00	\$0.00	\$0.00	\$70.72

Michelle Metteer  
Town Manager  
301 Boulder St. #309  
Minturn, CO 81645  
970-827-5645  
[manager@minturn.org](mailto:manager@minturn.org)  
[www.minturn.org](http://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

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## Manager Report

### USFS Shooting Range Discussion – January 12<sup>th</sup>

As a reminder, the stakeholder group meeting is scheduled for January 12<sup>th</sup> at 5:30 pm via zoom. Representatives from all user groups of the Two Elk recreation area are being asked to participate. The USFS procedural memo is attached for reference.

Join Zoom Meeting:

<https://us02web.zoom.us/j/88089522476?pwd=dVNjV0V5b2F2aVQyZUercEZUYk14Zz09>

Meeting ID: 880 8952 2476 | Passcode: 524764

Dial by your location

+1 301 715 8592 US (Germantown)

+1 651 372 8299 US (St. Paul)

Meeting ID: 880 8952 2476

Find your local number: <https://us02web.zoom.us/j/kex8KsrRHX>

### RETT Tax / Mountaintop Sale

The “mountaintop portion” of the Battle Mountain property, encompassing 3,732.716 acres, recently sold for \$18,250,000. Approximately 80% of the land sold was within the Minturn town boundaries equating to a realized RETT revenue of \$146,000.

### Town Tree Lighting - Cancelled

The Town Tree Lighting ceremony originally scheduled for December 4<sup>th</sup> has been cancelled. (The tree will still be lit)

### Giving Tree

Minturn town hall is unable to support the annual giving tree this year. We’re not yet sure if the Minturn Community Fund will make separate plans for this annual program which has been in place since before I started working for the town. We hope to have it back at the town hall in 2021!

### Mini Mile & Minturn Bike Park Seasonal Closures

The Mini Mile and the Minturn Bike Park are officially closed for the season.

### Maloit Park Ice Rink

Warm temperatures have inhibited the ability to fill the rink with water. We’re now hopeful for a Dec 2<sup>nd</sup> fill date. We look forward to the public enjoying this amenity.

Jay Brunvand  
 Clerk/Treasurer  
 301 Pine St #309 ♦ 302 Pine St  
 Minturn, CO 81645  
 970-827-5645 x1  
[treasurer@minturn.org](mailto:treasurer@minturn.org)  
[www.minturn.org](http://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.

<b>REGULAR TOWN COUNCIL MEETINGS</b>
<b>November 18, 2020</b>
First Reading of FY2021 Budget Ordinances – Brunvand
Proclamation - Colorado Gives Day – Denise Kipp
<u>Discussion/Direction</u> : Minturn Shooting Range Update – Metteer
<b>December 2, 2020</b>
Second Reading of FY2021 Budget Ordinances – Brunvand
<b>December 16, 2020</b>
<b>DATE TO BE DETERMINED</b>
Review of Enterprise CIP and water rates
An Ordinance adopting Specified Sustainability Building Codes
Recreational Marijuana