



**Wednesday, December 7, 2022**  
**Executive Session – 4:30pm**  
**Regular Session – 5:30pm**

## **AGENDA**

**Town Council Meeting Minturn Town Hall / Council Chambers**  
**302 Pine St Minturn, CO**

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 of agenda items listed are approximate. This agenda and meetings can be viewed at [www.minturn.org](http://www.minturn.org).

### **MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION**

This will be an in-person meeting with access for the public to attend in person or via the Zoom link included. Zoom Link: <https://us02web.zoom.us/j/88121533204>

Zoom Call-In Information: **1 651 372 8299 or 1 301 715 8592 Webinar ID: 881 2153 3204**

Please note: all virtual participants are muted. In order to be called upon an unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it’s your turn to speak, the moderator will unmute your line and you will have five (5) minutes for public comment.

**PUBLIC COMMENTS:** If you are unable to attend, public comments regarding any items on the agenda can be submitted to Jay Brunvand, Town Clerk, prior to the meeting and will be included as part of the record.

#### **1. CALL TO ORDER**

**The Minturn Town Council will open the Regular Meeting at 4:30pm for the purpose of convening into Executive Session. At (approximately) 5:30pm the Council will convene into Regular Session for the remainder of the meeting.**

#### **2. EXECUTIVE SESSION**

2.1 An Executive Session pursuant to C.R.S. 24-6-402(3)(b) for the purposes of receiving legal advice and C.R.S. 24-6-402(4)(e) for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators – Battle Mountain – Plaskov / Sawyer

**3. ROLL CALL & PLEDGE OF ALLEGIANCE**

- 4. APPROVAL OF CONSENT AGENDA** Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.

4.1 November 16, 2022 Meeting Minutes Pg 4

- 5. APPROVAL OF REGULAR AGENDA** Opportunity for amendment or deletions to the agenda.

**6. DECLARATION OF CONFLICTS OF INTEREST**

- 7. PUBLIC COMMENT** Citizens are invited to comment on any item on the Consent Agenda, or not on the regular Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person unless arrangements have been made for a presentation with the Town Clerk. Those who are speaking are requested to state their name and address for the record.

- 8. SPECIAL PRESENTATIONS** Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the Town Clerk.

- 9. BUSINESS ITEMS** Items and/or Public Hearings are listed under Business may be old or new and may require review or action by the Council.

9.1 Resolution 38 – Series 2022 A Resolution Approving an Historic Preservation Plan Pg 14

9.2 Resolution 39 – Series 2022 A Resolution Supporting Minturn’s Application to become a Certified Local Government Pg 29

9.3 Ordinance 22 – Series 2022 (First Reading) An Ordinance approving an application for historic designation of the Downtown Minturn Water Tank Pg 54

9.4 Resolution 40 – Series 2022 A Resolution Appointing the Eagle Valley Transit Authority Board member and alternate position Pg 68

9.5 Ordinance 18 – Series 2022 (Second Reading) An Ordinance Creating a Supplemental Appropriation to the 2022 Town of Minturn Budget – Brunvand Pg 71

9.6 Ordinance 19 – Series 2022 (Second Reading) An Ordinance Setting the 2023 General Property Tax Mill Levy for the Town of Minturn – Brunvand Pg 77

9.7 Ordinance 20 – Series 2022 (Second Reading) An Ordinance Adopting the Fee Schedules for Fiscal Year 2023 for the Town of Minturn – Brunvand Pg 80

9.8 Ordinance 21 – Series 2022 (Second Reading) An Ordinance Adopting the FY2023 Annual Budget and Recognizing the Town of Minturn’s 2023 Revenues and Expenses by Fund – Brunvand Pg 88

**10. DISCUSSION / DIRECTION ITEMS**

10.1 Discussion/Direction - Little Beach Park Sub Area Master Plan Review – Zehren & Associates Pg 91



**11. STAFF REPORTS**

11.1 Town Manager Update

**12. COUNCIL COMMENTS & COMMITTEE REPORTS**

**13. FUTURE AGENDA ITEMS** Pg 126

**14. ADJOURN**

**INFORMATIONAL ONLY ITEMS**

Town Hall Closed:

- December 26<sup>th</sup> – Christmas
- January 2<sup>nd</sup>, 2023 – New Year's

Upcoming Council Meetings:

- December 21, 2022
- January 4, 2023
- January 18, 2023



**Wednesday, November 16, 2022**  
**Executive Session – 4:30pm**  
**Regular Session – 5:30pm**

**OFFICIAL MINUTES**

**Town Council Meeting Minturn Town Hall / Council Chambers**  
**302 Pine St Minturn, CO**

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 of agenda items listed are approximate. This agenda and meetings can be viewed at [www.minturn.org](http://www.minturn.org).

**MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION**

This will be an in-person meeting with access for the public to attend in person or via the Zoom link included. Zoom Link: <https://us02web.zoom.us/j/81504822457>

Zoom Call-In Information: **1 651 372 8299 or 1 301 715 8592 Webinar ID: 815 0482 2457**

Please note: all virtual participants are muted. In order to be called upon an unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it’s your turn to speak, the moderator will unmute your line and you will have five (5) minutes for public comment.

**PUBLIC COMMENTS:** If you are unable to attend, public comments regarding any items on the agenda can be submitted to Jay Brunvand, Town Clerk, prior to the meeting and will be included as part of the record.

**1. CALL TO ORDER**

**The Minturn Town Council will open the Regular Meeting at 4:30pm for the purpose of convening into Executive Session. At (approximately) 5:30pm the Council will convene into Regular Session for the remainder of the meeting.**

Mayor Earle Bidez called the meeting to order at 4:30pm.

**2. EXECUTIVE SESSION**

2.1 For discussion of a personnel matter under CRS Section 24-6-402 (4)(f) and not involving: any specific employees who have requested discussion of the matter in open

session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. – Town Administrator review.

Motion by Gusty K., second by Kate S., to convene in Executive Session pursuant Section 24-6-402 (4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. Motion passed 7-0.

Those present included: Mayor Earle Bidez, Mayor Pro Tem Terry Armistead, Town Council members George Brodin, Lynn Feiger, Gusty Kanakis, and Tom Sullivan.

Staff present: Town Manager Michelle Metter, and Attorney Michael Sawyer.

**3. ROLL CALL & PLEDGE OF ALLEGIANCE**

The meeting convened in Regular Session at 5:31 pm.

Those present included: Mayor Earle Bidez, Mayor Pro Tem Terry Armistead, Town Council members George Brodin, Lynn Feiger, Gusty Kanakis, and Tom Sullivan (zoom).

*Note: Kate Schifani is excused absent.*

Staff present: Town Manager Michelle Metter, Attorney Michael Sawyer, Planner I Madison Harris, and Town Clerk/Treasurer Jay Brunvand (zoom).

**4. APPROVAL OF CONSENT AGENDA** Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.

4.1 November 2, 2022 Meeting Minutes

Motion by George B., second by Terry A. to approve the Minutes of November 2, 2022 as presented. Motion passed 6-0.

*Note: Kate S. is excused absent.*

**5. APPROVAL OF REGULAR AGENDA** Opportunity for amendment or deletions to the agenda.

Motion by Gusty K., second by George B., to approve the Agenda of November 16, 2022 as presented. Motion passed 6-0.

*Note: Kate S. is excused absent.*

**6. DECLARATION OF CONFLICTS OF INTEREST**

No conflicts of interest.

- 7. PUBLIC COMMENT** Citizens are invited to comment on any item on the Consent Agenda, or not on the regular Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person unless arrangements have been made for a presentation with the Town Clerk. Those who are speaking are requested to state their name and address for the record.

Bill Hoblitzell, 262 Taylor St

Would like to talk about Minturn North. There are updated site plans that are publicly available. The new plan is going towards the wrong direction, proposing 33 larger square footage homes asking two taps per home, plus a few deed restricted. This is contrary to where discussions for housing have gone. This is a second homeownership development from 2.5-8 million dollars. Hope that the conversation around Minturn North can be turned back around. The new iteration is not consistent with the strategic plan and the housing plan.

Brian Rodine, 223 Boulder Street.

Aware of the new plan for Minturn North. This is out of alignment with the community survey. Thanked Council for their support of the ECO trail. Would like to urge the Council to stand with surrounding communities impacted by the potential Tennessee Pass Rail Line.

- 8. SPECIAL PRESENTATIONS** Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the Town Clerk.

8.1 Julie Sutor, Representative for Congressman Joe Neguse's Office

Congressman Neguse just opened a Mountain Office in May to try and be closer to the mountain communities that he represents. Looking forward to spending more time in the mountains and she is looking forward to staying in touch with the Council to make sure their needs are met and assess what priorities the Town has. The Congressman has interest in wildfire mitigation and asked USFS to present a plan for clarity and transparency of implementation of funds. Floyd Hill project broke ground last month. Key land priorities will be a focus over the winter. TIMS Act is another priority that raises wildland firefighter pay. Grand County received funding from the bipartisan infrastructure bill to replace two buses with electric buses. She is the direct line to the Congressmen. They have been paying attention to the issues with Minturn's water tank, and it sounds like the issues with the funding is starting to get ironed out.

Lynn F. would like to prioritize the fire danger from the proposed Holy Cross High Power Transmission line from Avon to Gilman. In the preliminary assessment the USFS has said there is no fire danger, but she believes that there is a lot of evidence to the contrary. Minturn is vulnerable in the valley we sit in.

Gusty K. asked if there were funds available for water infrastructure in the bipartisan infrastructure bill.

- Ms. Sutor said she would get the list to them.

Earle B. thanked Congressman Neguse for his support for the million dollars for the water tank and would like to ask for his support for the two million dollars for the water treatment plant. Are there any funds available for wildfire mitigation outside of USFS lands?

- Ms. Sutor said there is funding available for Community Wildfire Plans and for mitigation on the ground. Eagle County Wildfire Collaborative has this program on their radar.

Terry A. said that Minturn was involved in a collaborative effort that involved communities from Dotsero to where the rail became private to say no to the rail line. Very concerned about the line opening up for any freight at all.

## 8.2 Water System Impact Fees Review – Jim Mann

Jim Mann was asked to look at system impact fees for 2023 in light of the new information for what the new infrastructure will cost. The number of units we are planning for growth in the future has significantly changed as well. With an increase in cost and a decrease in projected units, the fees should increase from 12000 to 28-29000 dollars. There are still pieces up in the air, so while we can say this is the number we should be looking at, there is additional discussion about the number of residential units and amending the water infrastructure plan. Currently still discussing the 238% increase. Council can either increase the fees and rebate at the end if all of the money is not needed, or can take a wait and see approach.

Lynn F. asked if the calculations take into account financing and interest rates.

- Mr. Mann said that the tap and SIF just take into account the raw cost of the projects. There isn't a way to build financing and interest rates into the tap and SIF fees as you don't know what those numbers are. The fees can be adjusted on an annual basis to help react.

Terry A. clarified where the 220 residential units came from.

- Mr. Mann said that the new number came from an evolving scenario over the last couple of years.
- Terry A. stated that we are way beyond Town of Vail's tap fees and if we raise these rates then we make it clear that we don't want people to build here.

Gusty K. has a problem with a 238% increase in fees as it will limit the amount of people who will build.

Michelle M. stated that staff is looking for direction later on in the night to look at other options, and urges Council not to increase rates the full 238%.

Lynn F. said that it would fiscally responsible to increase the fees now and come down later if we don't need them.

- Michael S. said that the more fees that are collected now, the less increase the water rates are.

### 8.3 Proclamation for Colorado Gives Day – John Weiss

Katy Zen 1045 Edwards Village Blvd, Hannah Connelly 501 Main Street, and Darrell Wegert were present to present a Proclamation for Colorado Gives Day of which the Council read and approved.

*Note: 5 minute recess called at 6:31 pm.*

## 9. **BUSINESS ITEMS** Items and/or Public Hearings are listed under Business may be old or new and may require review or action by the Council.

### 9.1 Review & Consideration for Motion to Approve an Amendment to Resolution 30 – Series 2022; HDR Engineering Inc. Scope of Work

Council approved a water capital improvement plan in 2019. Since that time construction and material costs have increased, supply chains have been in question and inflation has been on the rise. With those factors and others, the Town Council has asked for a new review of Minturn's water infrastructure options and costs associated. HDR Engineering, Inc. will review, in addition to a new water treatment plant and surface diversion, the options of a package plant, rehabilitation of the current slow sand filter system and an interconnect. Upon completion of this review all options will be presented in memo format for review and consideration at a public meeting.

Lynn F. asked if they would be looking into the package plant only handling Cross Creek water.

- The answer was yes.

Earle B. questioned the membrane.

- Michelle M. gave the two options of the membrane treating Cross Creek or Cross Creek with the second diversion.

Terry A. clarified that HDR will not be getting hard numbers but instead an EOP.

Michelle M. said that the new tank is slated to be online at the end of the month at which point we can evaluate the current tank and look at repairs for redundancy.

- Michael S. said that the existing usage and the limitations of consumptive use factor into physical and legal redundancy.

Terry A. would like to see the water savings with the leak detection system.

Tom S. asked if this amendment releases us from the 1.5 million dollar contract.

- Michael S. said that the contract is favorable to the Town and we are looking at getting something in writing to put the remaining steps on hold while we go through the amendment.
- Jay B. said that we have paid them only about \$100,000.

Gusty K. asked if we could remove task series 600.

- Michael S. said we have to do it.

Motion by Terry A., second by George B., to approve an amendment to Resolution 30 – Series 2022; HDR Engineering Inc Scope of Work. Motion passed 6-0.

*Note: Kate S. is excused absent.*

## 9.2 Ordinance 17 – Series 2022 (Second Reading) An Ordinance approving Water Wise Guidelines – Hunn

Michelle M. presented the Town of Minturn continues to take steps in efforts to reduce water consumption. Earlier this year, the Town implemented watering restrictions, allowing properties with even-numbered addresses to water on Sundays, Wednesdays and Fridays, and odd-numbered addresses to water Tuesdays, Thursdays and Saturdays. Acknowledging that the Town needs to be cognizant of water use even more, and in response to strategic and community plan-related goals and objectives, staff presents Ordinance No. 17 amending portions of the Town’s landscaping regulations to incorporate and require waterwise landscaping standards and principles into the design, construction, and maintenance of landscapes and irrigation systems for all new commercial and/or residential development. Of note in the proposed amendments to Section 16-17-140 - *Landscape Standards* of the Minturn Municipal Code, any new standards aimed at reducing consumptive water use outdoors and promoting drought tolerant design of landscapes, plant selection and irrigation systems will apply to NEW development and major remodels of existing structures; the regulations, if adopted, will not be retroactive to existing yards and lawns, for instance. While the Town’s landscaping standards already promote “xeriscape” principles and although the MMC already contains a list of approved native plantings appropriate for the Town, staff discovered that the standards (and the plant list) were specific to the wrong U.S. Department of Agriculture (USDA) “Plant Hardiness Zone.” Therefore, one change has been to reference Zone “4b” for the Minturn area and to replace and expand the current plant list with a list that has been curated from multiple sources to recommend plantings - grasses and forbs, perennials and flowers, shrubs and trees - that are native and, importantly, drought tolerant in our mountain region. Perhaps the most significant changes come in the form of new terminology and definitions associated with the introduction of “water efficient landscape standards” and “hydrazones” that landscape designers will be required to incorporate into their landscape plans, where zones within a new landscape should correspond to water needs (very low, low, moderate and high water use zones) and, therefore, plant selection, and irrigation design.

It was noted there are no changes from First Reading except grammatical errors and the addition of peonies to the approved plant list.

Public hearing opened

No public comment

Public hearing closed

Motion by George B., second by Gusty K., to approve Ordinance 17 – Series 2022, Second Reading, an Ordinance approving Water Wise guidelines as presented. Motion passed 5-1. Tom S. voted no.

*Note: Kate S. was excused absent.*

### 9.3 Ordinance 16 – Series 2022 (Second Reading) An Ordinance Amending the Mountain Top Agreement – Sawyer

In 2017, the Council approved Ordinance No. 2 – Series 2017 An Ordinance Authorizing the Mayor of the Town of Minturn, Colorado, to Sign the Development Agreement Implementing the Mountain Concept Alternative within the Mountaintop Area of the Battle Mountain Property. The “Mountaintop Agreement” governs the use of property mostly to the south and east of Highway 24. A copy of the executed and recorded Mountaintop Agreement is attached for your review. One of the requirements in the Mountaintop Agreement relates to an easement for a Peregrine Falcon Trail. The Staff has concluded that this particular trail easement is located on steep, rocky terrain which would be hard to maintain and control for trespassing. To that end, Staff is recommending that the Mountaintop Agreement be amended to remove the dedication of this easement. Included with this memo you will also find an Ordinance amending the Mountaintop Agreement, a redline of the language proposed to be changed, and a clean copy of the First Amendment to Mountaintop Agreement.

It was noted there are no changes from First Reading.

Public Hearing Opened

No Public Comment

Public Hearing Closed

Motion by Terry A., second by George B., to approve Ordinance 16 – Series 2022 (Second Reading) An Ordinance Amending the Mountain Top Agreement as presented. Motion passed 6-0

*Note: Kate S. was excused absent.*

### 9.4 Ordinance 18 – Series 2022 (First Reading) An Ordinance Creating a Supplemental Appropriation to the 2022 Town of Minturn Budget – Brunvand

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. 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, expenses that exceed their original budget indicates over spending of that line item. Revenues and expenses that exceed their original budget need to be supplemented in order to properly recognize and then utilize this variance in the appropriated budget. 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 save money by coming in under budget. This may give 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.

Terry A. clarified the increase in the Planning and Zoning line in the budget.

Public Hearing Opened  
No Public Comment  
Public Hearing Closed

Motion by George B., second by Gusty K., to approve Ordinance 18 – Series 2022 (First Reading) An ordinance amending the 2022 budget as set forth in the following exhibit “a”, to appropriate additional general fund revenues in the amount of \$619,670.00, and appropriating additional general fund expenditures in the amount of \$327,559.00, and appropriating additional enterprise fund revenues in the amount of \$3,207,500.00, and appropriating additional enterprise fund expenditures in the amount of \$254,220.00, and appropriating additional conservation trust fund revenues in the amount of \$550.00, and appropriating additional market fund revenues in the amount of \$250.00, and appropriating additional scholarship fund revenues in the amount of (\$80,000.00). Motion passed 6-0.

*Note: Kate S. is excused absent.*

#### 9.5 Ordinance 19 – Series 2022 (First Reading) An Ordinance Setting the 2023 General Property Tax Mill Levy for the Town of Minturn – Brunvand

This is an annual Ordinance setting forth and approving the Fiscal Year 2023 mill levy on First Reading. 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 1998 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 over 30% of Minturn’s annual General Fund revenues.

Public Hearing Opened  
No Public Comment  
Public Hearing Closed

Motion by Terry A., second by Lynn F., to approve Ordinance No. 19 – Series 2022 (First Reading), an ordinance levying general property taxes for the year 2023, to meet general operating costs of government for the Town of Minturn, Colorado for the 2023 budget year. Motion passed 6-0.

*Note: Kate S. is excused absent.*

#### 9.6 Ordinance 20 – Series 2022 (First Reading) An Ordinance Adopting the Fee Schedules for Fiscal Year 2023 for the Town of Minturn – Brunvand

Council is asked to approve Ordinance 20 – Series 2022 on First Reading. This is an annual Ordinance setting forth and approving the various fees proposed for Fiscal Year 2023 on First 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.

Public Hearing Opened  
No Public Comment  
Public Hearing Closed

Motion by Terry A., second by Gusty K., to approve Ordinance No. 20 – series 2022 (First 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, 2023. Motion passed 6-0.

*Note: Kate S. is excused absent.*

9.7 Ordinance 21 – Series 2022 (First Reading) An Ordinance Adopting the FY2023 Annual Budget and Recognizing the Town of Minturn’s 2023 Revenues and Expenses by Fund – Brunvand

This is an annual Ordinance appropriating all estimated beginning fund balances, revenues, and expenses in each fund and adopting the FY2023 budget. 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 directed changes to the preliminary budget accepted at the first meeting in October 2022 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.

Public Hearing Opened  
No Public Comment  
Public Hearing Closed

Motion by Gusty K., second by Lynn F., to approve Ordinance No. 21 – series 2022 (First 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, 2023 and ending on the last day of December, 2023 as presented. Motion passed 6-0.

*Note: Kate S. was excused absent.*

**10. DISCUSSION / DIRECTION ITEMS**

10.1 Minturn Community Plan update and final feedback – SE Group

Note: this item was removed from the agenda and is expected to come before Council on December 7<sup>th</sup>.

**11. STAFF REPORTS**

11.1 Town Manager Update

**12. COUNCIL COMMENTS & COMMITTEE REPORTS**

George B. gave an update on the QQ quarterly meeting. Rates will increase 3% this year.

Terry A. would like to remind residents to look into dark sky compliant lights.

Earle B. would like to thank the citizens of Minturn for voting for the RTA. Stolfus won an award for Minturn Mobility Phase 2.

**13. FUTURE AGENDA ITEMS**

Looking to move the spill remediation discussion to January. Will be bringing a resolution on December 7<sup>th</sup> for nominating a Council member to the Eagle Valley Transportation Board.

**14. ADJOURN**

Motion by Gusty K., second by George B., to adjourn the meeting at 7:35 pm.

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Earle Bidez, Mayor

ATTEST:

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Jay Brunvand, Town Clerk

**INFORMATIONAL ONLY ITEMS**

Town Hall Closed:

- November 24<sup>th</sup> & 25<sup>th</sup> – Thanksgiving Holiday
- December 26<sup>th</sup> – Christmas
- January 2<sup>nd</sup>, 2023 – New Year's

Upcoming Council Meetings:

- December 7, 2022
- December 21, 2022
- January 4, 2023



To: Town Council  
From: Madison Harris  
Date: December 1, 2022

Agenda Item: Resolution 38 - Series 2022 Approving Adoption of a Historic Preservation Plan

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**REQUEST:**

Review and approve Resolution 38 - Series 2022 approving adoption of a Historic Preservation Plan.

**INTRODUCTION:**

The Historic Preservation Commission (“HPC”) has been working with Town staff over the last couple of months to generate a Historic Preservation Plan with goals, objectives, and action steps. When Dr. Lindsey Flewelling with History Colorado attended the September 27, 2022 HPC meeting, she expounded on the benefits of having a plan and the goals it can help the HPC and the Town achieve.

At the October 18th meeting, a work session dedicated to drafting a Historic Preservation Plan was held. Staff received direction to draft a plan based on the discussion and goals and tasks decided upon by the HPC. Staff brought the draft plan back to the HPC for their review at their November 8, 2022 meeting. Staff also sent the draft plan to Dr. Flewelling for her review as she is knowledgeable in this field and has been an incredible resource since the Town initiated establishing a historic preservation process. The Historic Preservation Commission recommended approval of the Historic Preservation Plan to the Town Council.

**ANALYSIS:**

A Historic Preservation Plan is one of the first steps to becoming a Certified Local Government (CLG) should that be the route the HPC and Town Council decide to move towards. On a more general scale, having a plan with clearly defined goals helps achieve transparency that the public can rely on.

**COMMUNITY INPUT:** Ongoing

**BUDGET / STAFF IMPACT:** TBD

**STRATEGIC PLAN ALIGNMENT:**

PRACTICE FAIR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT

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

**RECOMMENDED ACTION OR PROPOSED MOTION:**

Approve Resolution 38 - Series 2022 approving adoption of a Historic Preservation Plan.

**ATTACHMENTS:**

- Resolution 38 - Series 2022 approving adoption of a Historic Preservation Plan.

**TOWN OF MINTURN, COLORADO  
RESOLUTION NO. 38 – SERIES 2022**

**A RESOLUTION TO APPROVE THE TOWN OF MINTURN  
HISTORIC PRESERVATION PLAN FOR THE PERIOD  
2023-2025**

**WHEREAS**, The Minturn Town Council has reviewed and approve the Town of Minturn Historic Preservation Plan; and,

**WHEREAS**, The Town Council encourages annual review, and update of the Town of Minturn Historic Preservation Plan on a bi-annual basis; and,

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

1. The Minturn Town Council hereby approves and adopts the Town of Minturn Historic Preservation Plan for the period 2023-2025 as documented in Attachment A of this Resolution.

**INTRODUCED, READ, APPROVED, ADOPTED AND RESOLVED this 7<sup>th</sup>  
day of December, 2022**

TOWN OF MINTURN

By: \_\_\_\_\_  
Earle Bidez, Mayor

ATTEST:

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

# Town of Minturn

## Historic Preservation Plan

Adopted December 7, 2022





# Acknowledgements



Roundhouse Crash , 1913

## TOWN COUNCIL

Earle Bidez, Mayor  
Terry Armistead, Mayor Pro Tem  
George Brodin  
Lynn Feiger  
Gusty Kanakis  
Kate Schifani  
Tom Sullivan

## HISTORIC PRESERVATION COMMISSION

Ken Halliday, Chair  
Larry Stone, Vice Chair  
Tracy Andersen  
Kenneth Howell  
Kelly Toon

## HISTORIC PRESERVATION KICKOFF COMMITTEE

Shelley Bellm  
Heather Faircloth  
Ken Halliday  
Amanda Krost  
Liz McCabe  
Amanda Mire  
Susan Mitchell  
Susan Morrison  
Bill Pierce  
Jim Sebben  
Jena Skinner  
Greg Sparhawk  
Jane Rohr  
Kelly Toon  
Darell Wegert  
Steven Witsil  
Laura Wolf

## CONSULTANTS

Terry Gorrell, Holland & Hart  
Michael Sawyer, Karp Neu Hanlon

## TOWN STAFF

Michelle Metteer, Town Manager  
Madison Harris, Planner I

## SPECIAL THANKS TO

Dr. Lindsey Flewelling,  
History Colorado  
Matthew Mickelson, Eagle Valley  
Library District  
Kathy Heicher, Eagle County  
Historical Society

## IMAGE & SKETCH CREDITS

- All images courtesy of the Eagle County Historical Society, Eagle Valley Library District
- All sketches provided courtesy Beth Levine of Beth Levine Architects, Inc.



# Introduction

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## Intent of Historic Preservation in Minturn

*"...to create a reasonable balance between private property rights and the public interest in preserving the Town's unique historic character through the nomination of Buildings, Structures, Sites, Objects, and Historic Districts for preservation."*

- MMC Sec. 19-1-30

1900  
Minturn Store  
→



## Reasons for Creating the Plan

Minturn's Historic Preservation policy is detailed in Chapter 19 of Minturn's Municipal Code. The purpose of this chapter is to enhance the Town of Minturn's local resources and to promote historic preservation through the following efforts:

- The protection and preservation of the Town's architecture, culture, and heritage as embodied in Historic Properties and Historic Districts by appropriate regulations and incentives
- The stabilization of historic neighborhoods
- The establishment of the Town's Historic Register listing Historic Properties and Historic Districts
- The cultivation of civic pride in the art, architecture, and accomplishments of the past
- The encouragement of continued private ownership and utilization of such Historic Properties or Historic Districts now so owned and used
- The promotion of thoughtful community planning and design
- The provision of educational opportunities to increase public appreciation of the Town's unique heritage.

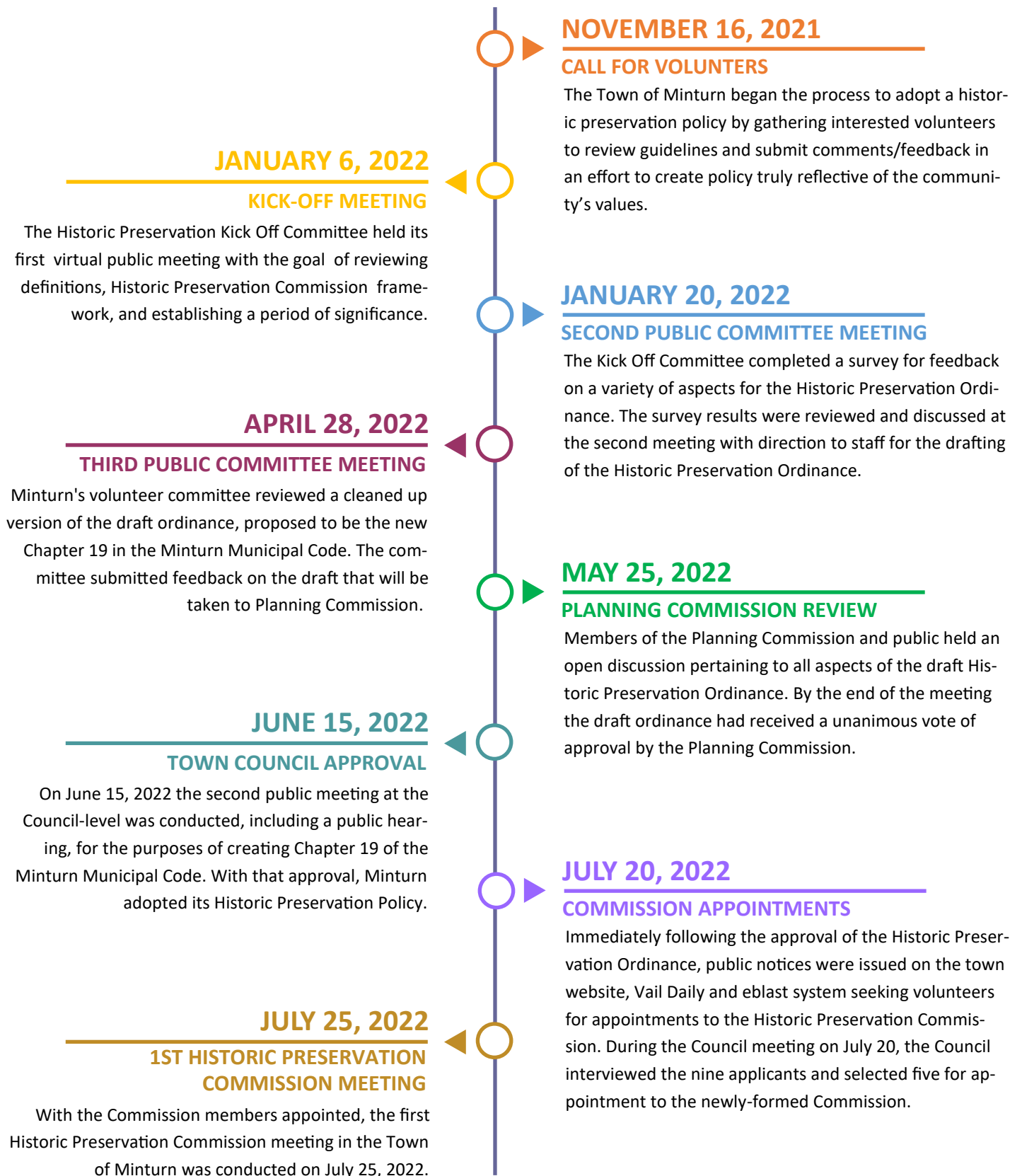
## How to Use the Plan

Minturn's Historic Preservation Plan is a guide for taking steps toward strengthening Minturn's heritage through a focused set of initiatives which will result in the fostering of the intent and the execution of the above-cited purposes. This Plan is not a regulatory document, but rather an education tool for promoting and fostering all aspects of historic preservation in Minturn.

This Plan is divided into the following sections: **Introduction, Historic Preservation Process & Timeline, History and The Plan**

# Historic Preservation Process & Timeline

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## Minturn's History

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Just two miles south of I-70, and only 10 minutes from Vail and Beaver Creek, Minturn, Colorado is the historical gem of the Vail Valley area. A funky old railroad town developed in the late 1800s, Minturn's quaint shops and old Colorado architecture offer a peek at the past while the town bustles with contemporary business activity and attractions.

Unlike their neighbors at Vail and Beaver Creek, Minturn's oldest families settled at the confluence of Gore Creek and the Eagle River in the late 1800s. Some created homesteads and farmed the land, while others mined silver, gold, lead and zinc in the mountains high above town. With the arrival of the Denver & Rio Grande Western Railroad in 1887, Minturn quickly developed into a booming crossroads for transportation and industry. By the turn of the century, a growing population of mining and railroad workers and their families raised the demands for business and services in town. In response, Minturn was incorporated on November 15, 1904.

Minturn has adapted to several major changes in the local economy over the decades, including the development of Vail and Beaver Creek ski resorts, the closing of the Gilman mine, and the abandonment of rail lines through Minturn. Despite this transformation from the Old West to the new, Minturn maintains its distinctive character, architecture, and quality of life.



# Minturn's History

Minturn's Historic Preservation program celebrates community heritage, with a focus on landmarks, structures, locations, and significant events over 75 years old.

- 1836 Robert Bowne Minturn born in New York
- 1849 Ute and Arapahoe conflict on Battle Mountain
- 1879 Town of Clinton, now called Gilman, forms
- 1881 Talamage family builds first house in Minturn
- 1882 George G. Booco builds cabin near the depot
- 1885 Road from Leadville, Red Cliff and Gilman reaches Minturn
- 1886 Town of Clinton renamed Gilman, after Henry Gilman, superintendent of Iron Mask Mine
- 1886 Six-stall roundhouse built
- 1886 First Depot constructed
- 1887 Kingston Townsite appears on the railroad map
- 1887 Booco's Station replaces Kingston Townsite on railroad maps
- 1887 Denver & Rio Grande Western Railroad arrives in Minturn, renamed for Robert B. Minturn, a shipping millionaire responsible for raising the money to bring the rails west
- 1889 Robert Bowne Minturn dies
- 1890 Minturn population is approximately 191
- 1891 First store opened in Minturn by Pierce and Richmond called the Minturn Mercantile . Second depot constructed
- 1891-92 Minturn Messenger newspaper published by F.H. Davis and T.D. Peirce
- 1892 First school is built at 225 Pine Street; Miss Phifield is teacher for all grades
- 1892 Great fire destroys several downtown buildings
- 1892-93 Eagle Eye newspaper published by George and David Fownes
- 1899 Record snows block trains from running; coldest recorded winter n town history
- 1900 Minturn population rises to 428 residents
- 1901 W.H. Luby opens The Saloon
- 1904 George G. Booco donates large parcel of land to the town
- 1904 September 5 - Updated school opens at 243 Boulder Street, fifty students attend classes with Miss Secil Taylor and Miss Annabelle Herron
- 1904 October 29 - Frank Steacy elected mayor; six trustees elected in first town election  
November 15 - First town council meets; Minturn incorporated; Salaries per month set as follows: for Marshall at \$30, clerk for \$10, treasurer for \$5, town attorney for \$40
- 1905 Holy Cross National Forest established with headquarters in Red Cliff
- 1908 Shopmen for the D&RG Railroad strike
- 1909 Squires Hotel built

1892



First School  
225 Pine St.



## Minturn's History (continued)

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Minturn's Historic Preservation program celebrates community heritage, with a focus on landmarks, structures, locations and significant events over 75 years old.

- 1912 Empire Zinc Company consolidates private mining claims to form the Eagle Mine at Gilman  
100-foot Turntable installed in railyard to turn larger engines
- 1913 Water lines laid from Cross Creek into town  
St. Patrick's Parish is built  
Rio Grande Engine crashes through Roundhouse
- 1915 Y.M.C.A., now known as the International Trade Center, dedicated  
Empire Zinc Division of the New Jersey Zinc Co. buys Eagle Mine at Gilman
- 1917 Minturn United Presbyterian Church opens at Toledo and Main Street with 21 members  
Sidewalks laid along Main Street
- 1920s Isabell and Nelson homesteads make Minturn the lettuce capital of the United States
- 1922 Pipefitters and mechanics strike against the D&RG Railroad until October 1924
- 1924 August 7 - Minturn wired with electricity, courtesy of Public Service of Colorado  
State's experimental farm grand opening
- 1926 April 6 - State proposes Hwy. 24 through Minturn; town trustees oppose proposed path  
Cemetery bridge replaced  
Sunday amusements (such as movies and dancing) prohibited by Ordinance
- 1927 July - First organized pilgrimage to Mt. of the Holy Cross
- 1928 June - New 120-foot Turntable built to accommodate 3600-series engines
- 1930s Refrigerated rail cars eliminate need for ice house in Minturn
- 1933 Rod and Gun Club leases what is now known as Bolt's Lake for public fishing, swimming, and tennis
- 1936 Katherine Mack elected first female mayor of Minturn; Nelly Young elected first female council member
- 1936 U.S. Highway 24 completed over Battle Mountain Cosma Serna moves Rock Creek settlers to Taylor Street in Minturn
- 1938-42 Minturn Booster newspaper published every Friday by Roy Simpson
- 1940 Gondolas packed with ore run loose along the tracks, all the way to Edwards. Red Cliff Bridge built over Belden Canyon. Highway 24 completed through Minturn (connecting the town to the east over Tennessee Pass.)
- 1941 Cinder block school at 302 Pine Street built.  
Water tank on Nelson Avenue hillside built.  
Holy Cross National Forest headquarters moved to Minturn
- 1942 Camp Hale constructed as a temporary training camp for 10th Mountain Division
- 1943 Bill Burnett, Minturn historian and author of *The Eagle on Battle Mountain at Gilman, Colorado And My Life As I Remember* and *Minturn, a Memoir*, drafted into World War II

1928  
New Turntable



## The Plan

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The Purpose and Intent statements of Minturn's Historic Preservation policy have been translated into the following goals, objectives, and action items. These goals, objectives, and action items will guide historic preservation efforts in Minturn for the next 2-3 years.

The Town of Minturn 2009 Community Plan identifies the town's history as one of the four core values when creating the Community Vision. Additionally, the 2022 Community Survey results cited Historic Preservation as a Town of Minturn Attribute for Critical Areas of Focus. These guiding documents have helped to reinforce the importance of the creation of the Minturn Historic Preservation Plan.

## Minturn Post Office



1940's

# The Plan

## Goals, objectives, and action items



# Goal #1

**Create a foundational toolbox for the execution of Minturn’s Historic Preservation Program.**

- Objective 1.1** Establish the application process for Historic District and Landmark Designation, Design Review, and Demolition with clearly defined supplemental materials for supporting applicants.
- Objective 1.2** Build upon the education of Minturn’s Historic Preservation Commission and staff to better enable the promotion and execution of Minturn’s Historic Preservation Program.
- Objective 1.3** Clearly define the roles and responsibilities of the Historic Preservation Commission, staff, contributing third-party organizations, and the public.
- Objective 1.4** Become a Certified Local Government

Action Item	Contributing Party
Review online and print materials of other Certified Local Government communities in Colorado to facilitate the best practices when creating Minturn’s materials.	Staff
Create a flow chart to assist an applicant through the various steps of the application process for Historic Landmark and District, Alterations, Relocations, and Demolitions.	Staff
Encourage the participation by both the HPC and staff for webinars and online and in-person classes to further the knowledge base of those implementing the Program.	Staff, HPC
Develop historic contexts to cover important historical themes and time periods in Minturn’s development.	Staff, HPC
With the support of grants, seek to execute a town-wide Cultural Resource Survey.	3rd Party
Complete the preliminary steps and apply to become a Certified Local Government.	Staff, HPC, 3rd Party
Create both print and online materials defining the roles and responsibilities for the staff, HPC, public, and third party organizations.	Staff



# The Plan

## Goals, objectives, and action items



## Goal #2

**Promote public awareness of Minturn's Historic Preservation Program.**

**Objective 2.1** Collaborate with third-party organizations to celebrate Minturn's history.

**Objective 2.2** Promote the benefits of Minturn's Historic Preservation Program through resource development.

**Objective 2.3** Expand public awareness and outreach to all citizens, property owners, businesses & visitors.

**Objective 2.4** Build revenue streams to support Minturn's Historic Preservation efforts.

Action Item	Contributing Party
Work with the Eagle Valley Historical Society to bring more awareness of Minturn heritage to the Town and greater Eagle County community.	Staff 3rd Party
Connect with History Colorado to better understand resources available through the State of Colorado offices to promote Minturn's Historic Preservation Program.	Staff 3rd Party
Partner with History Colorado for resource materials which will help demonstrate the value and benefits of historic designations in the local community (web and print materials), and promote the Historic Register, Designation criteria, and incentives being designated provides such as grant funding.	Staff HPC 3rd Party
Implement a Historic Preservation Plaque program that accompanies all historic designations and follows the Minturn Historic Register.	Staff HPC
Establish a Minturn Heritage Month and utilize this effort to promote all aspects of Minturn's history.	Staff HPC
Facilitate a working group comprised of staff, HPC, 3rd party consultants and citizens to determine effective revenue streams for the promotion of historic preservation.	Staff, HPC 3rd Party
Establish a monument/kiosk...something to utilize as the beginnings of a historic museum for the promotion and education of Minturn's heritage.	Staff 3rd Party



# The Plan

## Goals, objectives, and action items



## Goal #3

**Collaborate with property owners for the voluntary participation in Minturn’s Historic Preservation Program.**

- Objective 3.1** Proactively communicate the benefits of Minturn’s Historic Preservation Program with local property owners.
- Objective 3.2** Educate and promote Minturn Municipal Code, Chapter 19, Article 6 which encourages the relocation of structures over demolition.
- Objective 3.3** Actively identify town-owned structures and landmarks for the nomination of historical structures.

Action Item	Contributing Party
Create a campaign of educational and promotional materials for use as tools when communicating with local property owners about the benefits of the Historic Preservation Program.	Staff HPC
Facilitate the identification of town-owned parcels of land for the utilization of relocating historic structures which may otherwise be demolished, with the understanding that all other avenues have been exhausted before relocation is an option.	Staff HPC
Create a mechanism by which property owners can receive financial support for the relocation of structures.	Staff , HPC 3rd Party
Inventory town-owned properties/structures for consideration of historic designation.	Staff, HPC
Begin the process (immediately) of a phased approach for the implementation of historic design guidelines for nominated structures	Staff, HPC, 3rd Party and Public
Determine Minturn Municipal Code recommendations to Council for leveraging historic designations over non-conforming structure guidelines (historic variance guidelines)	Staff, HPC, 3rd Party and Public

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# Town of Minturn

## Historic Preservation Plan





To: Town Council  
From: Madison Harris  
Date: December 2, 2022  
Agenda Item: Resolution 39 - Series 2022 Supporting the Town of Minturn to Apply to Become a Certified Local Government

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**REQUEST:**

Review and approve Resolution 39 - Series 2022 supporting the Town of Minturn to apply to become a Certified Local Government (“CLG”).

**INTRODUCTION:**

During the months that staff, Attorney Terry Gorrell, and the Historic Preservation Committee worked on the ordinance that was later adopted by the Town Council as Chapter 19 of the Minturn Municipal Code establishing Historic Preservation Guidelines, Dr. Lindsey Flewelling with History Colorado brought to our attention the potential for becoming a Certified Local Government. The Historic Preservation Commission has expressed interest in following this path as according to [this overview put out by History Colorado](#), the benefits of becoming a CLG are as follows:

- CLG communities have access to grant funds available only to CLGs. These grants do not require a cash match and can be used for survey, planning, nomination, or educational activities.
- CLG communities receive technical support from State Historic Preservation Office (“SHPO”) and National Park Service staff in order to advance local preservation objectives.
- CLG communities have the ability to join national organizations, such as the National Alliance of Preservation Commissions, that provide informational resources and access to a 50-state preservation network.
- The SHPO offers CLG-exclusive training and networking opportunities throughout the state.
- The opportunity to participate in the review of tax credit projects.
- Local designation qualifies property owners for the 20 percent State Historic Preservation Tax Credit and provides access to the State Historical Fund preservation grant program.
- A strong local preservation program can increase property values, assist in promoting heritage tourism, and promote community heritage and identity.

As laid out in the Historic Preservation Plan attached to Resolution 38 - 2022, Objective 1.4 is “Become a Certified Local Government”. In order to become a CLG, the Town must:

- Enact and enforce a local ordinance that provides a legal framework for a preservation program that will achieve the purpose of designating and protecting significant historic buildings, sites, structures and districts.
- Create a commission of at least five members that have a demonstrated interest, competence, or knowledge of preservation, and the commission must meet at least four times a year.
- At least one commission member must attend a SHPO-approved educational/training event each year.
- Maintain a system for survey and inventory of historic properties.
- Provide opportunities for public participation in local preservation efforts.
- Review and provide comment on National Register nominations submitted for properties within their jurisdiction.

**ANALYSIS:**

The Town has already accomplished or started to accomplish several of the required steps, independent of becoming a CLG, so a logical progression would be to complete the remaining steps and submit an application to become a CLG so that the Town can take advantage of the benefits being a CLG provides.

**COMMUNITY INPUT:** Ongoing

**BUDGET / STAFF IMPACT:** TBD

**STRATEGIC PLAN ALIGNMENT:**

PRACTICE FAIR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT

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

**RECOMMENDED ACTION OR PROPOSED MOTION:**

Approve Resolution 39 - Series 2022 supporting the Town of Minturn to apply to become a Certified Local Government (“CLG”).

**ATTACHMENTS:**

- Certified Local Government Program Overview
- “Preserving Your Community’s Heritage through the Certified Local Government Program” by the National Park Service and the National Conference of State Historic Preservation Officers
- Resolution 39 - Series 2022 supporting the Town of Minturn to apply to become a Certified Local Government (“CLG”).

## OVERVIEW

The Certified Local Government (CLG) Program seeks to encourage and expand local involvement in historic preservation activities through a partnership between local governments and the State Historic Preservation Office (SHPO), and the National Park Service (NPS).

## BENEFITS

- ▶ CLG communities have access to grant funds available only to CLGs. These grants do not require a cash match and can be used for survey, planning, nomination, or educational activities.
- ▶ CLG communities receive technical support from SHPO and National Park Service staff in order to advance local preservation objectives.
- ▶ CLG communities have the ability to join national organizations, such as the National Alliance of Preservation Commissions, that provide informational resources and access to a 50-state preservation network.
- ▶ The SHPO offers CLG-exclusive training and networking opportunities throughout the state.
- ▶ The opportunity to participate in the review of tax credit projects.
- ▶ Local designation qualifies property owners for the 20 percent State Historic Preservation Tax Credit and provides access to the State Historical Fund preservation grant program.
- ▶ A strong local preservation program can increase property values, assist in promoting heritage tourism, and promote community heritage and identity.



St. James Episcopal Church, Lake City, CLG grant recipient



North Side Historic District, Pueblo

## OBLIGATIONS

- ▶ Each CLG must enact and enforce a local ordinance that provides a legal framework for a preservation program that will achieve the purpose of designating and protecting significant historic buildings, sites, structures and districts.
- ▶ Each CLG must create a commission of at least five members that have a demonstrated interest, competence, or knowledge of preservation, and the commission must meet at least four times a year.
- ▶ At least one commission member must attend a SHPO-approved educational/training event each year.
- ▶ CLGs must maintain a system for survey and inventory of historic properties.
- ▶ CLGs must provide opportunities for public participation in local preservation efforts.
- ▶ CLGs must review and provide comment on National Register nominations submitted for properties within their jurisdiction.

For more information on the CLG program contact **Lindsey Flewelling** at [lindsey.flewelling@state.co.us](mailto:lindsey.flewelling@state.co.us)

Last updated January 2022



# PRESERVING YOUR COMMUNITY'S HERITAGE

*through the*  
Certified Local Government Program



# CLG

*The National Park Service*  
*The National Conference of State Historic Preservation Officers*

PRESERVING YOUR COMMUNITY'S HERITAGE  
THROUGH THE  
CERTIFIED LOCAL GOVERNMENT PROGRAM

The National Park Service  
The National Conference of State Historic Preservation Officers

*National Park Service, Heritage Preservation Services:*  
Bryan Mitchell, Chief, Heritage Preservation Services  
Hampton Tucker, Certified Local Government Program Coordinator  
*National Conference of State Historic Preservation Officers:*  
Nancy Miller Schamu, Executive Director

Prepared by Carole Zellie, Landscape Research, St. Paul, Minnesota  
Richard L. Kronick, editor  
Andrea Hill and Hampton Tucker, NPS 2004 web version

Many Certified Local Government coordinators and other State Historic Preservation Office staff members, community planners, and consultants across the country contributed to the text and provided illustrations for this publication. Pratt Cassity and Nore Winter of the National Alliance of Preservation Commissions reviewed drafts of the text. All of the contributors' assistance, and that of Stephen Morris and NPS and NCSHPO staff, is greatly appreciated.



**U.S. Department of the Interior  
National Park Service**

**NCSHPO**

National Conference of State Historic Preservation Officers

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PRESERVING  
YOUR COMMUNITY'S  
HERITAGE

*through the*  
Certified Local Government Program

*The National Park Service*  
*The National Conference of State Historic Preservation Officers*

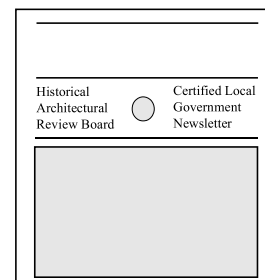
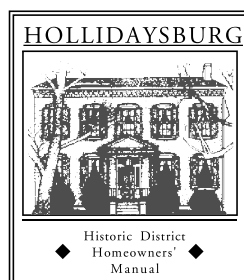
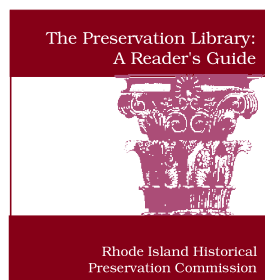
2004 Edition

CLG



The center cover photo is from the *Tallahassee Design Guidelines Manual* produced in 1991. This CLG-funded project resulted in one of the best sets of historic district design guidelines in Florida: richly illustrated, comprehensive and user-friendly.

Below and opposite, left to right: a variety of CLG-supported projects and events. The Rhode Island Historical Preservation Commission's *Preservation Library*, a collection of resources about restoring older houses and revitalizing historic neighborhoods; Pennsylvania's *Hollidaysburg Historic District Homeowner's Manual*; the *HARB Bulletin* (Certified Local Government Newsletter) distributed to 1400 subscribers in Pennsylvania; results of the "Box City" curriculum program utilized in Salem, Ohio; the Old Burke County Courthouse centerpiece from the Morganton, North Carolina brochure *A Town With Tradition*; projectile points illustrated in the *Grove Park Archaeology Report* completed for Wichita, Kansas; and a participant at Rehab-A-Rama, an annual event in Newport, Kentucky.



# The Certified Local Government Program

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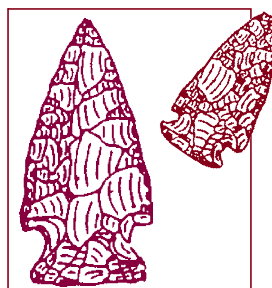
Across the nation, hundreds of diverse communities have taken action to preserve their unique historic character. The Certified Local Government (CLG) Program, a cost-effective local, state and federal partnership, has been a major source of support and guidance. This national initiative provides valuable technical assistance and small grants to local governments seeking to keep for future generations what is important and significant from their past. Funds are appropriated annually by the U.S. Congress and distributed from the Historic Preservation Fund, which is administered by the National Park Service (NPS) and State Historic Preservation Offices (SHPOs) in each state. NPS establishes broad regulations and standards for participation in the CLG Program; however, states have wide latitude to tailor these to the special characteristics of their local governments. The CLG Program responds to the needs of many different kinds of local communities throughout the nation and links them to the national historic preservation program established by the National Historic Preservation Act.

To become certified under the program, a local government applies to its State Historic Preservation Office. After certification, a local government is eligible to receive grants and technical assistance. Each SHPO is required to reserve at least ten percent of its federal allocation solely for distribution to CLGs. While many CLG grants are small, they often have been used as seed money to attract additional funds. SHPOs set eligibility requirements and select projects on an annual basis. Nationwide, over 1,230 local governments now participate in the program.

*The CLG Program is much more than just a funding source. It has helped to institutionalize historic preservation by making it a part of local government.*

3

The CLG Program has achieved its primary goal of integrating local government and historic preservation. But the program is much more than just a funding source. It has helped to institutionalize historic preservation by making it a part of local government. And, because local planning office staff often play key roles in CLG projects, the thread of historic preservation becomes woven into the fabric of local land-use policy. Another benefit is a stronger partnership among the local, state, and national preservation networks. In the early years of the program, CLG grants typically were used for a variety of survey and planning studies. Today CLG grants support a wider range of projects, including building reuse and feasibility studies, design guidelines and conservation district ordinances, and many kinds of public education. This publication highlights more than thirty such innovative projects.



## Creating a Framework for Preservation

One way the CLG Program creates and supports the historic preservation ethic in local government is by building on local initiative and helping preservation groups transform themselves from grass-roots advocates to policy makers. Collecting and analyzing information on the location and significance of archaeological and historic properties for the use of preservation commissions and local, county, and state agencies is an important first step. Some of the valuable results of these activities include historic theme or contexts studies, cultural resource inventories, and assessments of properties to determine their eligibility for local and National Register of Historic Places designation.

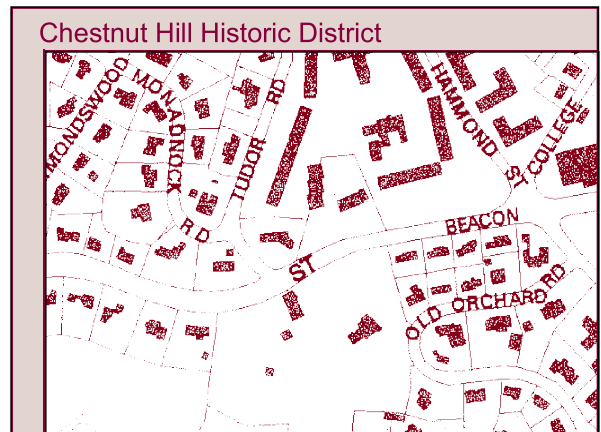
The ability to offer diverse communities a variety of support sensitive to current local planning needs is a strength of the CLG Program. Steph Jacon of the South Dakota State Historical Society notes that a major accomplishment of her state's program, with 16 certified governments, is that it "introduces and sustains historic preservation efforts in a significant number of cities and towns which might not otherwise have preservation programs."

4



Winona, Minnesota  
*Historic Resource Survey*

Winona, a Mississippi River community settled in the mid-1850s, was the subject of a three-year survey by consultants and the local historic preservation commission. Representative of many historic resource surveys funded each year by CLG grants, the survey documented over 1,000 properties including the farmhouse (1900) above. Computer-generated maps were developed to show the distribution of architectural styles and building integrity. The project results are currently being used to draw historic district boundaries and to develop nominations to the National Register.



Newton, Massachusetts  
*GIS Mapping of Historic Resources*

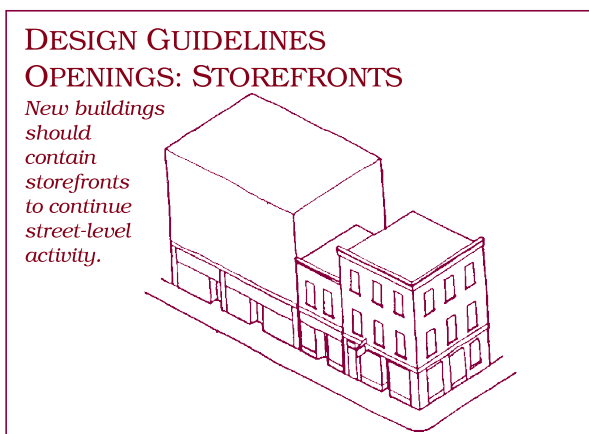
Newton's CLG-funded Geographic Information System mapping project depicts over 5,000 inventoried and designated historic resources, including colonial homesteads and the Longwood Covered Tennis Courts (1913). The computer database will be useful in coordinating land-use planning with other local and state agencies. The GIS map also has been distributed to the public as an attractive poster inserted in a community newspaper; the poster highlighted numerous preservation projects undertaken by the Newton Housing Rehabilitation Fund.

## Partnerships with Local Government

In many local historic districts, the preservation commission's review of building permits helps to ensure that exterior alterations are compatible with the historic character of the area. Many commissions use the Secretary of the Interior's Standards, and have created user-friendly design guidelines for property owners. This kind of activity promotes good communication with building permit officials and other regulatory agencies. Michigan, for example, has focused its CLG Program on assisting local governments to establish and administer local historic districts; in 1994, 53 local governments in the state had preservation ordinances with mandatory design review.

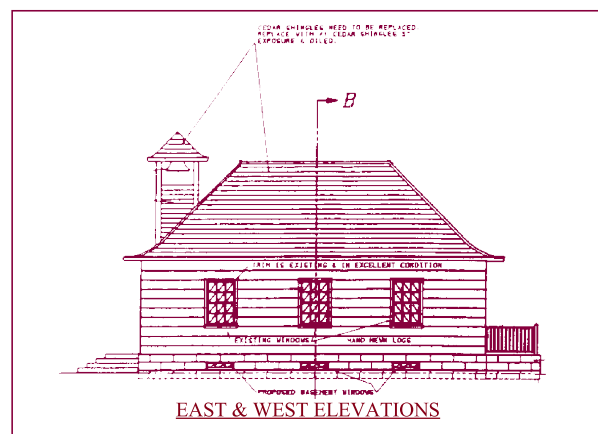
In many states, CLG grants support creation of historic preservation plans that analyze current community needs and propose future strategies. There is great range in focus among these studies. Some cover a single property, while others offer plans for historic battlefield sites or large urban neighborhoods.

5



Manassas, Virginia  
*Historic District Handbook*

The Manassas *Handbook* exemplifies the high quality of design review guidelines developed by CLGs in Virginia. Guidelines identify what is important in each historic district and explain how significant features and resources should be treated. "The use of printed design guidelines has brought professionalism to the (design review) boards' work and results in decisions based on objective criteria rather than personal taste," notes Ann Miller Andrus of the Virginia Department of Historic Resources.



Torrey, Utah  
*Meetinghouse Nomination and Restoration*

The Utah SHPO has encouraged broad involvement in the CLG program through flexible standards for local government participation. Historic Preservation Coordinator Roger Roper says "this allows beginner communities to participate, develop expertise, and advance to higher levels of effectiveness." Torrey, with a population of 122, used a series of small CLG grants to nominate its log meetinghouse to the National Register and to rehabilitate it. Such incremental efforts are effective and sometimes are the only feasible approach when funds are limited.



# The American Landscape

The CLG Program supports projects that investigate and interpret many aspects of the American landscape. Projects focused on archaeological, cultural and historic landscapes provide information crucial to preservation and planning for sensitive areas and for a broad range of public education programs. For example, in Bluff, Utah, the Bluff Historical Preservation Association, working through the San Juan County CLG, has taken a sophisticated and comprehensive approach to preserving prehistoric and historic Native American sites. The association currently is developing a planning document that will help control tourism growth in their unincorporated town. Their intention is to "protect the entire cultural landscape, not just individual sites." In Cleveland, Ohio—and on another scale—several CLG grants were utilized to create a predictive model for urban historic archaeology and cultural resource management. Planners use the model to quantify the effects of changing land-use patterns on the formation and preservation of archaeological sites. Subsequent use of the model in publicly funded construction projects has demonstrated

*continued at the top of page 7*

6



Maui County, Hawaii  
*Cultural Landscape Inventory*

Using a CLG grant, Maui County is working to establish regulations that will protect rural cultural landscapes. A comprehensive inventory of the taro farming area of Keanae-Wailuanui has recorded key properties as well as natural resources significant to the area's historical and cultural heritage. Many of the taro fields and terraces constructed by Native Hawaiians over the last centuries are still intact and are farmed by descendants. Future county land-use management policies will find guidance in this study.



Walsh County, North Dakota  
*Ox Cart Trail Study*

The Walsh County CLG is involved in a multi-year project to identify, nominate and preserve ox cart trails in Walsh and Pembina Counties. These trails were used in the early 1800s by the Métis to move furs and trade goods from Winnipeg to St. Paul. (The Métis are descendants of Chippewa or Cree who intermarried with French, British, or Scottish immigrants.) The first two phases of the project, a literature search and an on-site survey, have been completed.

## Breaking New Ground

its usefulness in predicting the archaeological potential of a historic district, guiding development decisions, and for aiding a variety of individual rehabilitation projects.



*Digging in downtown Cleveland: a model for urban historic archaeology and historic resource management.*

Designed historic landscapes—including the park and parkway work of noted landscape architects—also have been studied in a number of communities with CLG funds. In Syracuse, New York, a National Register of Historic Places Multiple Property Documentation Form was prepared for a study of city-owned landscapes and open spaces. The project's impact will reach beyond Syracuse, however. The documentation will serve as a model for analyzing park systems throughout the state.



Clackamas County, Oregon  
*Barlow Road Management Plan*

In 1993, in preparation for the 150th anniversary celebration of the Oregon Trail, the Clackamas County CLG undertook what has been described as an "enormous" project to identify and protect remnants and associated landscapes of the Barlow Road, one of the two principal routes that terminated the trail. Over 500 sites were identified. Following recommendations of the subsequent Management Plan, the county has been analyzing and landmarking eligible properties.



Highland Park, Illinois  
*Highland Park Historic Landscape Survey*

The original plan for the Chicago suburb of Highland Park was prepared by landscape architects H.W.S. Cleveland and William M.R. French in 1869. In this CLG-funded study, 69 designed historic landscapes were identified including several designs by landscape architect Jens Jensen. The Preservation Commission recorded sites eligible for the National Register of Historic Places and local landmark designation and worked with property owners to develop preservation plans for significant historic landscapes.

The CLG Program serves crossroad hamlets, small towns and large cities throughout the country. Small communities often face the same preservation challenges as larger ones, but usually with fewer staff and funding resources. In Vermont, the landscape is characterized by many historic village centers surrounded by farm and forest land. In virtually every town where there is a village center—a feature of approximately 80% of the state's 250 towns—there is a historic district already on or eligible for the National Register of Historic Places. Vermont's active CLG Program has sponsored projects with excellent outcomes. Jane Lendway of the state's Division for Historic Preservation observes that

*It is great to have these communities taking responsibility for their historic resources, and enjoying it at the same time.*

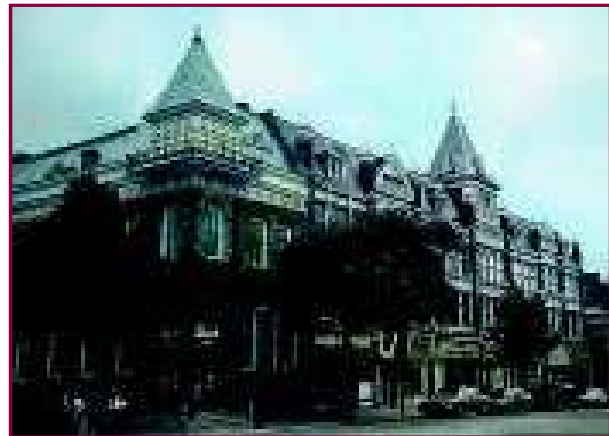
"we have seen CLG communities mainstream historic resources into everyday life, much more so than non-CLG towns. It is great to have these communities taking responsibility for their historic resources, and enjoying it at the same time."

8



Mad River Valley, Vermont  
*Rural Resource Protection Plan*

The scenic Mad River Valley CLG's 1988 study produced the *Mad River Valley Rural Resource Protection Plan*. The RRPP combined historic preservation, open-space protection, and recreation planning strategies to preserve the rural character of the towns and the surrounding valley. The inclusion of historic and archaeological resources as part of the rural resource base has been a critical component of its success.



Bellefonte, Pennsylvania  
*Long-Range Planning*

This small Pennsylvania crossroads community is situated at the principal water gap leading to the Nittany Valley. CLG funds have played a role in many aspects of its long-range preservation planning. Awareness of local issues was initially raised in newspaper advertisements paid for by CLG funds. The book, *The Historic Gem That is Bellefonte* (1992), summarizes the results of various surveys, the objectives of the local historic district and architectural review board, and also provides good practical historic building conservation advice.

## America's Historic Main Streets

Because Main Street is the civic and commercial heart of many American communities and because its vitality is critical to both the local economy and quality of life, many smaller communities focus their first preservation efforts on restoring the historic buildings in their commercial centers. As a result, many of these areas have been designated as National Register and/or local historic districts. Many kinds of buildings—including wood-sided general stores in Vermont and brownstone libraries in Wisconsin lumber towns—have benefited from strong CLG support of the revitalization of Main Street.

In 1976, The National Trust for Historic Preservation began its sponsorship of the National Main Street Program. The program, which emphasizes good local organization, promotion, design and economic development, has been adapted to varying needs in many towns and cities and has produced excellent results for property owners and communities.

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Covington, Louisiana  
*Main Street Program*

Louisiana supports some projects related to its active Main Street Program with CLG funds. As this program helps communities develop comprehensive plans for their historic business districts, it also encourages cooperation between public and private interests. Since the town of Covington began its program in 1989, 22 buildings have been renovated, 24 businesses have been expanded or founded, and investment has totaled \$2.3 million.



Dalton, Georgia  
*Main Street Program*

For over ten years, Dalton—the carpet capital of the world—has successfully woven together its CLG participation and its Main Street Program. Initially, Dalton's Main Street was designated as a local and National Register historic district and architectural guidelines were developed. A series of CLG grants has supported the expansion of the district, development of a sign ordinance, and creation of tools and guidelines for education and marketing.



# New Life for Community Landmarks



*Left and center:  
City Hall, Saco, Maine (1855)  
Right:  
Edward Devotion House  
Brookline, Massachusetts  
(ca. 1680 frame; 1740)*

In several states, CLG funds recently have been used to support re-use feasibility studies and capital improvement projects, often providing needed seed money. In Saco, Maine, CLG contributions leveraged municipal funds for rehabilitation of City Hall. This project was critical in anchoring downtown revitalization. In Brookline, Massachusetts, CLG funds supported a preservation and maintenance study of 23 municipal buildings. The project provided a thorough assessment of the current conditions and needs of the community's wealth of publicly-owned historic structures. With a plan for systematic capital investment and maintenance, the study established a good blueprint for long-term conservation.

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*Grafton, North Dakota  
Elmwood*

A CLG grant funded the restoration of the Queen Anne style porch of Elmwood, a National Register-listed property built in 1895 by C.A.M. Spencer, the state's second attorney general. The house, which is situated on 20 acres in an oxbow of the Park River, is used as a "hands-on" museum.

*Above: the porch at  
Elmwood after  
restoration; right, a  
historic view.*



*Kalamazoo, Michigan  
American Red Cross Restoration Project*

The Kalamazoo Chapter of the American Red Cross entered into a three-party agreement with the Michigan SHPO and the CLG-certified city of Kalamazoo to restore the Wood-Upjohn (above) and Gilmore Houses. The two buildings are used to provide Red Cross services in the community. A special feature of Michigan's grant program is the availability of restoration grants to CLGs only. Some of these funds have been granted in three-party agreements, allowing not-for-profit organizations like the Red Cross to participate in the CLG partnership.

The preservation of threatened historic properties requires careful and innovative planning. The village of East Hampton, New York, used CLG funds in the acquisition of the 1804 Lion Gardiner Windmill as part of a complex land-use negotiation regulating subdivision of the last original (1648) home lot in this highly developable community. In addition to the acquisition, the project included access, visual, and agricultural easements, as well as zoning variances.



*Lion Gardiner Windmill*

Other innovative projects designed to modify traditional zoning or building codes to conserve individual buildings and districts are appearing across the country. In Boise, Idaho, for example, CLG funds were used to plan a building code workshop that explored the effect of variances in specific communities. As a result several Idaho municipalities have adopted the Uniform Code for Building Conservation.

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## Newport, Kentucky

### *Economic Development Incentives*

Situated on the Ohio River, Newport's historic district has experienced a comeback due to two innovative and successful programs that merge historic preservation with economic development. Supported in part by CLG grants, the first effort was a loan pool providing low-interest loans up to \$10,000 for single-family residential rehabilitation. The second phase, known as Rehab-A-Rama, provided each investor with a \$10,000, no-interest loan, a five-year property tax moratorium, and state sales tax redemptions on rehab materials.



## Key West, Florida

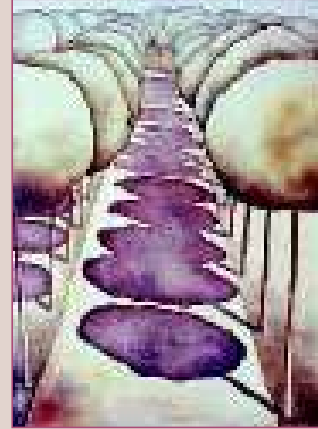
### *Historic Zoning Variance Study*

This study was initiated by the City of Key West to evaluate the effects of variances on development standards within the National Register Historic District during 1992-93. Protecting historic resources from unnecessary variances and providing a method for assessing the immediate and cumulative effect of these requests on the district were among study objectives. Over 312 cases were included in the sample, and numerous recommendations regarding density, setbacks, fences, parking lot coverage, and air conditioning were developed.

# Reaching the People

In nearly every state, CLG grants are used to develop brochures and walking tours related to historic properties, sites, and areas. Communities also have published newsletters that reach hundreds of households, sponsored conferences and preservation fairs, and produced television and radio spots. At the state level, CLG programs attempt to balance the regulatory and educational roles of historic preservation commissions.

Some communities have pooled CLG grants for collaborative events, such as a one-day symposium on alternatives to demolition co-sponsored by Syracuse, Ithaca, and Watertown, New York. Proceedings of the conference were published and distributed to participants and all state CLGs.



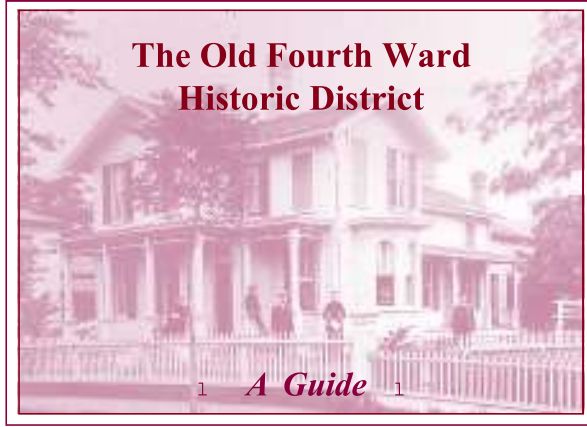
*Omaha, Nebraska: this widely-distributed 60-page booklet describes the development of the city's historic park system.*

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**Charlottesville, Virginia**  
*Historic District Procedures*

Some publications are targeted primarily for property owners in historic districts. In Charlottesville, Virginia, for example, brochures explain the local preservation program, outline the responsibilities of property owners in historic districts, and demystify the process of going before the review board. Virginia's CLG grants have supported similar projects in Lynchburg and Petersburg.



**Janesville, Wisconsin**  
*Historic District Guidebooks*

In 1986, the Janesville Historical Commission began a guidebook series describing its historic districts. Six guidebooks, a heritage map, a design guidelines handbook and a 25-minute video on the development of the city have since been funded by CLG grants. The publications are distributed at locations such as the Municipal Building, the Rock County Historical Society, and local hotels. They have dovetailed well with other elements of the city's preservation program and serve a wide audience of both visitors and residents.



## CLGs and Public Education

Elementary, middle, and high school students are often the focus of CLG grants that support a great variety of curriculum development projects. In Hutchinson, Kansas, the Landmarks Commission, City of Hutchinson and the School District collaborated with a consultant to prepare a fourth grade historic preservation curriculum. This curriculum addresses preservation issues in the larger context of Kansas history as it is affected by culturally diverse settlement, government policy, building materials and technological change. In Sioux Falls, South Dakota, several CLG-funded projects focused on archeological education. As a result, a video, "Archeology—What Is It?" and an activity book for use during classroom visits and field trips were made available to area schools.



*In Salem, Ohio, CLG funds allowed participation in The Center for the Built Environment's "Box City" program. This program trained teachers, who in turn taught students about local history and the need to preserve local historic resources.*

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### Socorro, Texas

#### *Bilingual Design Guidelines*

A CLG grant funded design review guidelines for Socorro, a small community outside El Paso that dates from 1680. The design review board uses the guidelines to review proposed changes in the Mission Trail Historic District. Guidelines address the conservation of the district's architectural heritage as well as the economic concerns of property owners. The illustrated handbooks are available in Spanish (*Criterio de Diseño Distrito Historico: Sendéro La Mision de Socorro*) which is the principal language of Socorro residents, and in English.



### Columbus, Ohio

#### *Lost Treasures Found*

Recognizing the lack of documentation for historic properties associated with African-Americans, the City of Columbus and the Columbus Landmarks Foundation surveyed the East Long Street and Mt. Vernon Avenue areas. The survey was one component of the Foundation's "Lost Treasures Found" project, an effort to foster interest and support for the preservation of places in African-American history in Columbus. One recorded property is shown above: the house of community leaders Harry B. and Lulu Hall Alexander.

### *Requirements*

While the National Historic Preservation Act establishes a framework of minimum federal requirements for participation in the CLG program, National Park Service regulations encourage each State Historic Preservation Office to shape the program to the particular needs of the state. Under the Act, CLGs are required to:

- Enforce appropriate legislation for the designation and protection of historic properties.
- Establish and maintain a qualified historic preservation commission.
- Maintain a system for identifying historic properties.
- Provide for public participation in the local historic preservation program.
- Perform other agreed upon functions delegated to it by its State Historic Preservation Officer.

Incorporating and expanding upon these minimum federal requirements, each SHPO develops its own procedures (approved by the NPS) for certifying local governments. State procedures detail requirements regarding the following: the kinds of legislation that local governments seeking certification must enact and enforce (for example, a local historic preservation ordinance); the expertise and background of members to serve on the local historic preservation commission; the frequency with which the commission meets; and, methods necessary to satisfy the requirement for public participation in the local preservation program. Upon approval of a CLG's application for certification, the chief elected local official (or his or her designee) and the SHPO sign a certification agreement that specifies the responsibilities of each party. The SHPO generally requires the CLG to submit an annual report summarizing its activities and accomplishments. At least once every four years, the SHPO conducts an evaluation of the CLG's performance of its duties as outlined in the certification agreement.

### *Benefits*

A local government receives many benefits from becoming certified in addition to eligibility to apply for CLG grants. The most significant benefit is the close working relationship that certification establishes between the local government and the SHPO. CLGs get to know the SHPO staff and call upon them for assistance. Similarly, SHPO staff become familiar with the strengths and needs of a CLG's preservation program and can direct appropriate assistance to the local government. SHPOs are required to provide orientation and training to the CLGs; this often takes the form of an annual statewide CLG conference that allows local commission members and staff representatives to communicate. In addition, CLGs often are called upon to offer their views on the SHPO's programs. They have a special responsibility to help the SHPO shape the statewide historic preservation plan, which the National Historic Preservation Act requires of all SHPOs.

## For More Information

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In addition to the strong ties certification fosters between local governments and the SHPO, CLG status gives local governments additional authority and responsibility regarding nominations of local properties to the National Register of Historic Places. CLGs review the nominations and give an official opinion on the property's eligibility for National Register listing.

Beyond this, joining the CLG program enables a local government and its historic preservation commission to become part of a statewide and national preservation network. CLGs receive statewide newsletters, National Park Service preservation publications and journals, as well as announcements and invitations to preservation conferences, workshops, and related events. Finally, in addition to these tangible benefits, many local governments view CLG status as an opportunity to enhance the image of their local preservation efforts. Certification by the SHPO with the concurrence of the National Park Service is seen by many, including state and federal agencies, as recognition of a certain level of professionalism and expertise in the local preservation program.

For further information about the CLG Program, contact your SHPO (see page 16 for addresses and phone numbers) or, the Certified Local Government Coordinator, National Park Service (org. 2255), 1849 C Street, N.W., Washington, D.C. 20240. *Questions and Answers about CLG Grants from SHPOs: An Introductory Guide*, which contains detailed information about the process of applying for and receiving a CLG grant, is available from the SHPO or from NPS. More information is available on the NPS website at <http://www2.cr.nps.gov>.

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## For More Information

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Contact the CLG Coordinator at your State Historic Preservation Office (SHPO) for more information about the Certified Local Government Program and preservation planning issues in your community.

### ALABAMA

Alabama Historical Commission  
468 South Perry Street  
Montgomery, AL 36130-0900  
334-230-2666

### ALASKA

Alaska DNR  
Office of History & Archeology  
550 West 7th Avenue, Suite 1310  
Anchorage, AK 99501-3565  
907-269-8908

### ARIZONA

Office of Historic Preservation  
Arizona State Parks  
1300 West Washington  
Phoenix, AZ 85007  
602-542-4174

### ARKANSAS

Historic Preservation Program  
323 Center Street  
Tower Building, Suite 1500  
Little Rock, AR 72201  
501-324-9150

### CALIFORNIA

Office of Historic Preservation  
Department of Parks & Recreation  
P.O. Box 942896  
Sacramento, CA 94296-0001  
916-653-6624

### COLORADO

Colorado Historical Society  
1300 Broadway  
Denver, CO 80203  
303-866-3355

### CONNECTICUT

Connecticut  
Historical Commission  
59 South Prospect Street  
Hartford, CT 06106  
860-566-3005

### DELAWARE

Division of Historical &  
Cultural Affairs  
Tudor Industrial Park  
604 Otis Drive  
Dover, DE 19901  
302-739-5313

### FLORIDA

Division of Historical Resources  
Department of State  
500 South Bronough Street, # 305  
Tallahassee, FL 32399-0250  
850-245-6300

### GEORGIA

Historic Preservation Division/DNR  
47 Trinity Avenue, SW  
Suite 414-H  
Atlanta, GA 30334-9006  
404-656-2840

### HAWAII

State Historic Preservation Office  
PO Box 621  
Honolulu, Hawai'i 96809  
808-692-8015

### IDAHO

Idaho State Historical Society  
1109 Main Street  
Suite 250  
Boise, ID 83702-5642  
208-334-2682

### ILLINOIS

Illinois Historic Preservation Agency  
1 Old State Capitol Plaza  
Springfield, IL 62701-1512  
217-785-4512

### INDIANA

Department of Natural Resources  
Historic Preservation & Archeology  
402 West Washington, Room W274  
Indianapolis, Indiana 46204  
317-232-1646

### IOWA

State Historical Society of Iowa  
Capitol Complex  
East 6th and Locust Street  
Des Moines, IA 50319  
515-281-8741

### KANSAS

Kansas State Historical Society  
Cultural Resources Division  
6425 Southwest 6th Avenue  
Topeka, Kansas 66615  
913-272-8681

### KENTUCKY

Kentucky Heritage Council  
300 Washington Street  
Frankfort, KY 40601  
502-564-7005

### LOUISIANA

Department of Culture, Recreation  
& Tourism  
P.O. Box 44247  
Baton Rouge, LA 70804  
225-342-8200

### MAINE

Maine Historic Preservation  
Commission  
55 Capitol Street, Station 65  
Augusta, ME 04333  
207-287-2132

### MARYLAND

Maryland Historical Trust  
100 Community Place  
3rd Floor  
Crownsville, MD 21032-2023  
410-514-7600

### MASSACHUSETTS

Massachusetts Historical  
Commission  
220 Morrissey Boulevard  
Boston, Massachusetts 02125  
617-727-8470

### MICHIGAN

State Historic Preservation Office  
Bureau of Michigan History  
Department of State  
717 W. Allegan  
Lansing, Michigan 48918  
517-373-163.0

### MINNESOTA

State Historic Preservation Office  
Minnesota Historical Society  
345 Kellogg Blvd. W.  
St. Paul, Minnesota 55102  
651-296-2747

### MISSISSIPPI

Mississippi Department of  
Archives & History  
P.O. Box 571  
Jackson, MS 39205-0571  
601-359-6850

## For More Information

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### MISSOURI

Historic Preservation Program  
Division of State Parks  
P.O. Box 176  
Jefferson City, MO 65102  
573-751-7858

### MONTANA

State Historic Preservation Office  
1410 8th Avenue  
P.O. Box 201202  
Helena, MT 59620-1202  
406-444-7717

### NEBRASKA

Nebraska State Historical Society  
P.O. Box 82554  
1500 R Street  
Lincoln, NE 68501  
402-471-4745

### NEVADA

Historic Preservation Office  
100 North Stewart Street  
Capitol Complex  
Carson City, NV 89701-4285  
775-684-3440

### NEW HAMPSHIRE

Division of Historical Resources  
19 Pillsbury Street, 2nd Floor  
Concord, NH 03301-3570  
603-271-6435

### NEW JERSEY

NJ Historic Preservation Office  
401 East State Street  
P.O. Box 402  
Trenton, NJ 08625  
609-292-2885

### NEW MEXICO

Historic Preservation Division  
Office of Cultural Affairs  
228 East Palace Avenue  
Santa Fe, NM 87503  
505-827-6320

### NEW YORK

Field Services Bureau  
NY State Parks, Recreation &  
Historic Preservation  
Peebles Island P.O. Box 189  
Waterford, NY 12188-0189  
518-237-8643

### NORTH CAROLINA

Division of Archives & History  
4610 Mail Service Center  
Raleigh, NC 27699-4610  
919-807-7280

### NORTH DAKOTA

State Historical Society of North  
Dakota  
612 East Boulevard Avenue  
Bismarck, ND 58505  
701-328-2666

### OHIO

Ohio Historic Preservation Office  
Ohio Historical Society  
567 East Hudson Street  
Columbus, OH 43211-1030  
614-298-2000

### OKLAHOMA

Oklahoma Historical Society  
State Historic Preservation Office  
2704 Villa Prom, Shepherd Mall  
Oklahoma City, OK 73107  
405-522-4484

### OREGON

State Parks and  
Recreation Department  
1115 Commercial Street N.E.  
Salem, Oregon 97310  
503-378-4168

### PENNSYLVANIA

Pennsylvania Historical and  
Museum Commission  
300 North Street  
Harrisburg, PA 17120  
717-787-2891

### RHODE ISLAND

Rhode Island Historical  
Preservation & Heritage Commission  
Old State House  
150 Benefit Street  
Providence, RI 02903  
401-222-2678

### SOUTH CAROLINA

Department of Archives & History  
8301 Parklane Road  
Columbia, SC 29223-4905  
803-896-6100

### SOUTH DAKOTA

State Historical Society  
900 Governors Drive  
Pierre, South Dakota 57501  
605-773-3458

### TENNESSEE

Department of  
Environment & Conservation  
4401 Church Street  
L & C Tower 21st Floor  
Nashville, TN 37243-0435  
615-532-0109

### TEXAS

Texas Historical Commission  
P.O. Box 12276, Capital Station  
Austin, Texas 78711  
512-463-5997

### UTAH

Utah State Historical Society  
300 Rio Grande  
Salt Lake City, UT 84101  
801-533-3500

### VERMONT

Division for Historic Preservation  
Agency of Commerce & Community  
Development  
National Life Building - Drawer 20  
Montpelier, Vermont 05620-0501  
802-828-3042

### VIRGINIA

VA Dept. of Historic Resources  
Portsmouth Regional Office  
612 Court Street, 3rd Floor  
Portsmouth, Virginia 23704  
540-722-7535

### WASHINGTON

Office of Archeology & Historic  
Preservation  
Box 48343  
Olympia, Washington 98504-8343  
360-407-0767

### WEST VIRGINIA

Dept. of Culture and History  
Cultral Center -- Capitol Complex  
Charleston, West Virginia 25305  
304-558-0220

### WISCONSIN

State Historical Society of Wisconsin  
Historic Preservation Division  
816 State Street  
Madison, Wisconsin 53706  
608-264-6501

### WYOMING

Department of Commerce  
Barrett Building  
2301 Central Avenue  
Cheyenne, Wyoming 82002  
307-777-6312



**TOWN OF MINTURN, COLORADO  
RESOLUTION 39 – SERIES 2022**

**A RESOLUTION SUPPORTING THE TOWN OF MINTURN TO  
APPLY TO BECOME A CERTIFIED LOCAL GOVERNEMENT**

**WHEREAS**, established in Ordinance 14 – Series 2021 and Ordinance 15 – Series 2021, the Town Council (“Council”) directed staff to undertake efforts to update the Minturn Municipal Code (“Code”) relating to historic preservation; and,

**WHEREAS**, the Council amended the Code through Ordinance 10 – Series 2022 to establish a Chapter 19 for Historic Preservation; and,

**WHEREAS**, the Council has appointed a Historic Preservation Commission consisting of five members pursuant to Code Section 19-2-10; and,

**WHEREAS**, the Council has adopted a Historic Preservation Plan via Resolution 28 – Series 2022; and,

**WHEREAS**, the Historic Preservation Plan Objective 1.4 is Become a Certified Local Government; and,

**WHEREAS**, The Council recognizes the need and desire become a Certified Local Government; and,

**WHEREAS**, The Council has previously worked with Dr. Lindsey Flewelling of History Colorado to establish a historic preservation process; and,

**WHEREAS**, The Council seeks to encourage and expand local involvement in historic preservation activities through a partnership between the Town of Minturn and the State Historic Preservation Office and the National Park Service; and,

**WHEREAS**, the Council and Staff support submitting an application to become a Certified Local Government; and,

**NOW, THEREFOE, BE IT RESOLVED** by the Minturn Town Council of the Town of Minturn, that:

SECTION 1: The Minturn Town Council supports and directs approval of an application for becoming a Certified Local Government to be submitted,

SECTION 2: The Minturn Town Council herby authorizes The Historic Preservation Commission or their designee to submit an application for becoming a Certified Local Government to History Colorado,

SECTION 3: This resolution to be in full force and effect from and after its passage and

approval.

**INTRODUCED, READ, APPROVED, AND ADOPTED THIS 7<sup>th</sup> DAY OF  
DECEMBER, 2022.**

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**Earle Bidez, Mayor**

**Attests:**

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**Jay Brunvand, Town Clerk/Treasurer**



To: Town Council  
From: Madison Harris  
Date: December 2, 2022  
Agenda Item: Ordinance 22 - Series 2022 Amending the Town's Historic Register Adding the Minturn Water Tank - Parcel Number: 2103-263-00-009

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**REQUEST:**

Review and approve Ordinance 22 - Series 2022 Amending the Town's Historic Register Adding the Minturn Water Tank - Parcel Number: 2103-263-00-009 concerning the Historic Landmark Nomination Application for the Minturn Water Tank for conformance with the criteria for historic designation.

**INTRODUCTION:**

The Town of Minturn has initiated the nomination for Historic Landmark status of the Minturn Water Tank that is located on the hillside above the 100 Block. Adjacent properties were notified and a notice placed in the Vail Daily 10 days before the hearing. Staff believes that the water tank is an iconic piece of history for Minturn with ties to our railroad roots.

The Historic Preservation Commission ("HPC") reviewed the nomination at their November 8, 2022 meeting. They discussed the eligibility criteria and how this structure conforms to certain aspects. They unanimously recommended approval of the application for nomination to the Town Council without conditions.

**ANALYSIS:**

From the Nomination Application:

*"The Minturn Water Tank dates back to 1941, when it held water to serve the Town and feed steam engines on the railroad tracks to the east. It was a venture between Minturn and the Denver & Rio Grande Western Railroad. The railroad kept water along the tracks, but not enough to fill the 10,000 gallons of water needed to power each coal-fired steam engine. So the tank was built and a pipe carried water from the tank across the Eagle River under a bridge (presumed to be the current day Bellm Bridge, then the Main Street Bridge) to the rail yard. The tank served the railroad and the town for several years, but was decommissioned in the early 1990s due to infrastructure challenges."*

The Water Tank is over 75 years old, and staff and the HPC believes that 1) it has association with events that have made a significant contribution to history, 2) is a site of a historic event that had an effect upon society, 3) has geographic importance, and 4) enhances the sense of identity of the Town or community.

The process as laid out in Sec 19-4-30 of the MMC for review of designation applications is as



follows:

1. HPC shall review the application for conformance with the established criteria for designation and with the purposes of this Article.
2. HPC shall recommend approval, approval with conditions, or denial of the application to the Town Council.
3. This recommendation will be forwarded to the Town Council.
4. If additional information is necessary for HPC to make a decision, the hearing may be continued.

Sec. 19-4-40. - Town Council proceedings.

- (a) Within thirty (30) days after receipt of HPC's recommendation, the Town Council shall hold a public hearing to consider HPC's recommendation. Such notice and hearing shall be conducted in conformance with the procedures set forth in Section 19-4-20.
- (b) The Town Council shall review the application for conformance with this Article 4.
- (c) The Town Council shall deny, or, by ordinance, shall approve or approve with conditions, the proposed application.

The eligibility criteria to evaluate the application for designation are laid out in Sec. 19-3-20 and are as follows:

- a. Properties or historic districts shall be at least seventy-five (75) years old and meet one (1) or more of the following criteria in order to be considered for designation:
  - i. Association with events that have made a significant contribution to history;
    1. Is a site of a historic event that had an effect upon society; or
    2. Exemplifies cultural, political, economic, or ethnic heritage of the Town.
  - ii. Connection with persons significant in history.
  - iii. Distinctive characteristics of a type, period, method of construction, or artisan:
    1. Exemplifies specific elements of an architectural style or period;
    2. Is an example of the work of an architect or builder who is recognized for expertise nationally, state-wide, regionally, or locally;
    3. Demonstrates superior craftsmanship or high artistic value;
    4. Represents a style that is particular to the Town;
    5. Represents an innovation in construction, materials, or design; or
    6. Represents a built environment of a group of people in an era of history.
  - iv. Geographic importance:
    1. Enhances the sense of identity of the Town or community; or
    2. Is an established and familiar natural setting or visual feature of the Town or community.
  - v. Possibility to yield important information related to prehistory or history:
    1. Addresses research questions or fills recognized data gaps;
    2. Embodies construction, development, or design adaptations; or
    3. Informs on the development of engineering systems.
- b. A property or historic district may be exempted from the age standard if the Town

Council finds it to be exceptionally important in other criteria.

**COMMUNITY INPUT:** Ongoing

**BUDGET / STAFF IMPACT:** TBD

**STRATEGIC PLAN ALIGNMENT:**

PRACTICE FAIR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT

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

**RECOMMENDED ACTION OR PROPOSED MOTION:**

Approve Ordinance 22 - Series 2022 Amending the Town’s Historic Register Adding the Minturn Water Tank - Parcel Number: 2103-263-00-009

**ATTACHMENTS:**

- Historic Landmark Nomination Application for the Minturn Water Tank
- Ordinance 22 - Series 2022 Amending the Town’s Historic Register Adding the Minturn Water Tank - Parcel Number: 2103-263-00-009



# HISTORIC LANDMARK NOMINATION

TOWN OF MINTURN PLANNING AND ZONING DEPARTMENT

P.O. Box 309/302 Pine Street Minturn, Colorado 81645-0309

970-827-5645 | planner1@minturn.org

## Section 1 - Purpose:

The purpose of Historic Preservation is to enhance the Town of Minturn's local resources and to promote the public health, safety, and welfare through:

1. The protection and preservation of the Town's architecture, culture, and heritage as embodied in historic properties and historic districts, by appropriate regulations and incentives;
2. The stabilization of historic neighborhoods;
3. The establishment of the Town's Historic Register listing historic properties and historic districts;
4. The cultivation of civic pride in the art, architecture, and accomplishments of the past;
5. The encouragement of continued private ownership and utilization of such historic properties or historic districts now so owned and used;
6. The promotion of thoughtful community planning and design; and
7. The provision of educational opportunities to increase public appreciation of the Town's unique heritage.

## Section 2 - Intent:

The intention of Historic Preservation is to create a reasonable balance between private property rights and the public interest in preserving the Town's unique historic character through the nomination of buildings, structures, sites, objects, and historic districts for preservation.

## Section 3 - Eligibility Criteria:

Indicate how the property is significant to the Town of Minturn and its past by checking one or more of the following: Properties (*buildings, structures, sites, or objects*) or historic districts shall be at least 75 years old and meet 1 or more of the following criteria in order to be considered for designation:

- Association with events that have made a significant contribution to history;
  - Is a site of a historic event that had an effect upon society; or
  - Exemplifies cultural, political, economic, or ethnic heritage of the Town.
- Connection with persons significant in history.
- Distinctive characteristics of a type, period, method of construction, or artisan:
  - Exemplifies specific elements of an architectural style or period;
  - Is an example of the work of an architect or builder who is recognized for expertise nationally, state-wide, regionally, or locally;
  - Demonstrates superior craftsmanship or high artistic value;
  - Represents a style that is particular to the Town;
  - Represents an innovation in construction, materials, or design; or
  - Represents a built environment of a group of people in an era of history.
- Geographic importance:
  - Enhances the sense of identity of the Town or community; or
  - Is an established and familiar natural setting or visual feature of the Town or community.
- Possibility to yield important information related to prehistory or history:
  - Addresses research questions or fills recognized data gaps;
  - Embodies construction, development, or design adaptations; or
  - Informs on the development of engineering systems.

A property or historic district may be exempted from the age standard if the Town Council finds it to be exceptionally important in other criteria.

- Sec. 19-3-20 MMC



# HISTORIC LANDMARK NOMINATION

TOWN OF MINTURN PLANNING AND ZONING DEPARTMENT

P.O. Box 309/302 Pine Street Minturn, Colorado 81645-0309

970-827-5645 | planner1@minturn.org

## Section 4 - Basic Property Information:

Historic Name of Property (if applicable) and any other names:

Minturn Water Tank

### Address of Property

Street Address: Nelson Ave (Parcel # 2103-263-00-009)

Legal Description of Property: Water Tank

### Maps:

1. Include a location map on 8.5x11 inch page showing the property in relation to major streets
2. Include a site plan on 8.5x11 inch page showing the footprint of the building if applicable

### Property Owner Information:

Name: Town of Minturn

Mailing Address: PO Box 309, Minturn, CO 81645

Email: events@minturn.org

Phone: 970-445-2415

### Applicant Information (if different):

Name: Same

Mailing Address:

Email:

Phone:

Is property listed on the National Register of Historic Places or the State Register of Historic Properties?

Yes  No

If yes, please provide date and registration number. Date: \_\_\_\_\_ Registration #: \_\_\_\_\_

### For Official Use:

Date Received: 10/24/22 Planner: Madison Harris

Historic Preservation Commission -

Approval

Denial

Comments:

The Minturn Historic Water Tank is over 75 years old and meets the eligibility criteria Association with events that have made a significant contribution to history, is a site of a historic event that had an effect upon society, geographic importance, and enhances the sense of identity of the Town or community



302 Pine St X Q

Show search results for 302...

Q [Map Icon] [Layers Icon]





# Account: R003477

## Location

**Situs Address** NELSON AVE  
**Tax Area** 024 - MINTURN (TOWN) - 024  
**Parcel Number** 2103-263-00-009  
**Legal Summary** Section: 26 Township: 5 Range: 81  
PCLIN NW1/4NE1/4

## Owner Information

**Owner Name** TOWN OF MINTURN  
**Owner Address** PO BOX 309  
MINTURN, CO 81645-0309

## Assessment History

<b>Actual (2022)</b>	\$259,120		
<b>Assessed</b>	\$75,140		
<b>Exempt</b>	(\$75,140)		
<b>Total Taxable</b>	\$0		
<b>Tax Area: 024</b>	<b>Mill Levy:</b>		
	72.0450		
<b>Type</b>	<b>Actual</b>	<b>Assessed</b>	<b>Acres</b>
Land	\$259,120	\$75,140	1.115

## Transfers

**Sale Date**  
[09/30/1940](#)

**Sale Price**

**Doc Description**  
[WARRANTY DEED](#)

## Images

- [Photo](#)
- [GIS](#)





# HISTORIC LANDMARK NOMINATION

TOWN OF MINTURN PLANNING AND ZONING DEPARTMENT

P.O. Box 309/302 Pine Street Minturn, Colorado 81645-0309

970-827-5645 | planner1@minturn.org

## Section 5 - Category and Resources:

### Category of Nomination (check one):

- Building (any shelter or enclosure having a roof supported by columns or walls and intended for the shelter, housing or enclosure of any individual, animal, process, equipment, goods or materials of any kind.)
- Site (the location of a significant event; a prehistoric or historic occupation or activity; or a building, structure, or object, whether standing or vanished, where the location itself maintains historic or archeological value regardless of the value of any existing building, structure, or object.)
- Object (a material item of functional, aesthetic, cultural, historical, or scientific value that may be, by nature or design, movable yet related to a specific setting or environment.)
- District (a geographically definable area including a concentration, linkage, or continuity of properties within a specified period of significance and may include within its geographic boundaries one (1) or more contributing properties, which has been designated by the Town Council)
- Structure (anything constructed or erected, the use of which requires location on or in the ground, for purposes other than shelter of humans, animals, or chattels.)

### Narrative Statement of Significance:

Please describe how this property contributes to the history of Minturn. Why should the property be landmarked?

*The Minturn Water Tank dates back to 1941, when it held water to serve the Town and feed steam engines on the railroad tracks to the east. It was a venture between Minturn and the Denver & Rio Grande Western Railroad. The railroad kept water along the tracks, but not enough to fill the 10,000 gallons of water needed to power each coal-fired steam engine. So the tank was built and a pipe carried water from the tank across the Eagle River under a bridge (presumed to be the current day Bellm Bridge, then the Main Street Bridge) to the rail yard. The tank served the railroad and the town for several years, but was decommissioned in the early 1990s due to infrastructure challenges.*



# HISTORIC LANDMARK NOMINATION

TOWN OF MINTURN PLANNING AND ZONING DEPARTMENT

P.O. Box 309/302 Pine Street Minturn, Colorado 81645-0309

970-827-5645 | planner1@minturn.org

## Section 6 - Description:

### Architectural Description:

If property is a building, please describe the predominate architectural style such as Victorian or Mid-Century Modern.

*N/A - Water Tank*

### Narrative Description:

Please describe the current appearance of the property and any alterations that have occurred since its original construction.

*The overall appearance of the property has never changed. The only alterations were the (unofficial) painting of the new Minturn letters on the tank, and the eventual repainting of the tank itself. The letters that we know today were done in the 1970s, previously the font used was much narrower.*

### List of References:

Please cite the books, articles, personal contacts, and other sources used in preparing this application.

<https://www.vaildaily.com/news/water-tank-filled-with-history/>

### Photographs:

Please attach current photographs of the property and, if available, copies of historic photographs. For building, structures, or objects, current photographs should show the property from all directions.

### Signature:

If you are not the owner of the property that is being nominated, have you discussed this application with the owner(s)? This is encouraged, but not required. Yes      No      N/A





**MINNAPURN**







**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 22 – SERIES 2022**

**AN ORDINANCE OF THE TOWN OF MINTURN,  
COLORADO AMENDING THE TOWN’S HISTORIC  
REGISTER ADDING THE MINTURN WATER TANK  
PARCEL NUMBER: 2103-263-00-009**

**WHEREAS**, the Town of Minturn (“Town”) is a Colorado home rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Town of Minturn Home Rule Charter for which the Minturn Town Council (“Town Council”) is authorized to act; and

**WHEREAS**, the Town of Minturn has established the Town of Minturn Register of Historic Places (the “Town’s Historic Register”) in Section 19-3-10 of the Minturn Municipal Code (“Code”); and

**WHEREAS**, pursuant to Code Sec. 19-4-30 the Historic Preservation Commission (“HPC”) has transmitted to the Town Council a proposed designation of a structure for preservation; and

**WHEREAS**, based upon evidence received by the HPC at a hearing on November 8, 2022, the staff report and evidence received at the hearing before Town Council December 21, 2022 the structure at Parcel Number 2103-263-00-009 meets the criteria for designation as a structure for preservation as set out in Code Sec. 19-3-20 by:

- (a) Properties or historic districts shall be at least seventy-five (75) years old and meet one (1) or more of the following criteria in order to be considered for designation:*
  - (1) Association with events that have made a significant contribution to history;*
    - a. Is a site of a historic event that had an effect upon society; or ...*
  - (4) Geographic importance;*
    - a. Enhances the sense of identity of the Town or community;*

*From the Nomination Application: “The Minturn Water Tank dates back to 1941, when it held water to serve the Town and feed steam engines on the railroad tracks to the east. It was a venture between Minturn and the Denver & Rio Grande Western Railroad. The railroad kept water along the tracks, but not enough to fill the 10,000 gallons of water needed to power each coal-fired steam engine. So the tank was built and a pipe carried water from the tank across the Eagle River under a bridge (presumed to be the current day Bellm Bridge, then the Main Street Bridge) to the rail yard. The tank served the railroad and the town for several years, but was decommissioned in the early 1990s due to infrastructure challenges.”*

**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO:**

SECTION 1. The foregoing recitals are incorporated herein as if set forth in full.

SECTION 2. That based upon the analysis reference above, and the evidence received at the public hearings, certain property herein called the Minturn Historic Water Tank at Parcel Number 2103-263-00-009, and legally described as follows, together with all improvements situated and located thereon, be and the same is hereby designated as a structure for preservation:

Section: 26 Township: 5 Range: 81 PCLIN NW1/4NE1/4

SECTION 3. The effect of this designation may enhance the value of the property and of the structure, but may delay or require denial of building permits found unacceptable by the Historic Preservation Commission under the criteria contained in Chapter 19 of the Minturn Municipal Code.

SECTION 4. This ordinance shall be recorded among the records of the Clerk and Recorder of Eagle County.

SECTION 5. The following Historic Landmarks have been officially approved by the Historic Preservation Commission and Town Council by Ordinance:

A. Minturn Historic Water Tanks – Parcel Number 2103-263-00-009

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THE 7<sup>th</sup> DAY OF DECEMBER 2022. 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 21<sup>st</sup> DAY OF DECEMBER 2022 AT 5:30 p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.

TOWN OF MINTURN, COLORADO

\_\_\_\_\_  
Earle Bidez, 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 WEBSITE THIS 21<sup>st</sup> DAY OF DECEMBER 2022.

TOWN OF MINTURN, COLORADO

\_\_\_\_\_  
Earle Bidez, Mayor

ATTEST:

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



To: Mayor and Council  
From: Jay Brunvand  
Date: December 7, 2022  
Agenda Item: Resolution 40 – Series 2022

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**REQUEST:**

Council is asked to approve Resolution 40 – Series 2022 a Resolution appointing a member and an alternative to the newly formed Eagle Valley Transportation Authority (EVTA) Board to represent the Town of Minturn.

**INTRODUCTION:**

In November 2022 the EVTA was formed and now the Board is being created by those member representatives. The Town of Minturn is asked to appoint one voting Director and one alternative voting Director to serve on the newly formed Board of Directors.

The board will initially meet monthly with the hopes of adjusting to quarterly once things are up and running. The appointments are **REQUIRED** to be elected officials of the Town.

**ANALYSIS:**

N/A

**COMMUNITY INPUT:**

N/A

**BUDGET / STAFF IMPACT:**

N/A

**STRATEGIC PLAN ALIGNMENT:**

In accordance with Strategy #1 to practice fair, transparent, and communicative local government and in accordance with Strategy #4 to advance decisions, projects, and initiatives that expand future opportunity and viability for Minturn.

**RECOMMENDED ACTION OR PROPOSED MOTION:**

“Motion to approve Resolution 40 – Series 2022 appointing \_\_\_\_\_ as Director and \_\_\_\_\_ as Alternative Director to serve on the Eagle Valley Transportation Authority (EVTA) Board.

**ATTACHMENTS:**

- Resolution 40 – Series 2022

**TOWN OF MINTURN, COLORADO  
RESOLUTION NO. 40 – SERIES 2022**

**A RESOLUTION APPOINTING MEMBERS TO THE  
EAGLE VALLEY TRANSPORTATION AUTHORITY  
BOARD**

**WHEREAS**, pursuant to Title 43, Article 4, Part 6, Colorado Revised Statutes, as amended, the Eagle Valley Transportation Authority (“Authority”) was formed on November 9, 2022 by an Intergovernmental Agreement including Eagle County; and

**WHEREAS**, pursuant to Article 3 of the Intergovernmental Agreement, each Member of the Authority shall appoint a Director and an alternate Director to the Board of Directors; and

**WHEREAS**, \_\_\_\_\_ has been appointed the voting Director of the Authority; and

**WHEREAS**, \_\_\_\_\_ has been appointed the alternate voting Director of the Authority.

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

THAT, \_\_\_\_\_ is hereby appointed to the Eagle Valley Transportation Authority as Director to the Board of Directors of the Authority.

THAT, \_\_\_\_\_ is hereby appointed to the Eagle Valley Transportation Authority as alternate Director to the Board of Directors of the Authority.

THAT, said terms shall begin with the first meeting of the Board of Directors and shall continue until either the date on which a successor is duly appointed or the date on which he or she ceases to be a member of the Town of Minturn governing body.

THAT, the foregoing appointments and designations do not constitute contractual obligations of the Town of Minturn nor the Board, and the Town and the Board are not legally bound for the respective terms of appointments as specified herein below, the Town, by and through the Board, having the authority, in its sole discretion, to change, add, or abolish such appointments and designations and to fill vacancies as it sees fit.

THAT, the board hereby finds, determines and declares that this Resolution is necessary for the public health, safety and welfare of the residents of the Town of Minturn, State of Colorado.



**INTRODUCED, READ, APPROVED, ADOPTED AND RESOLVED THIS  
7<sup>th</sup> DAY OF DECEMBER, 2022.**

TOWN OF MINTURN

By: \_\_\_\_\_  
Earle Bidez, Mayor

ATTEST:

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



To: Mayor and Council

From: Jay Brunvand

Date: December 7, 2022

Agenda Item: Ordinance 18 – Series 2022

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**REQUEST:**

Council is asked to approve Ordinance 18 – Series 2022 (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 and in order to properly account for and access spending in expenses which exceed their budgeted line those are increased as well. 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 addresses excess revenue and expense, it does not address items that will be under budget. This may give 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 FY2022. The impact to the budget is very real and very necessary to include as an update to the originally approved FY2022 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:**

Motion to approve Ordinance 18 – Series 2022 (Second Reading) An ordinance amending the 2022 budget as set forth in the following exhibit “a”, to appropriate additional general fund revenues in the amount of \$697,470.00, and appropriating additional general fund expenditures in the amount of \$341,734.00, and appropriating additional enterprise fund revenues in the amount of \$3,208,700.00, and appropriating additional enterprise fund expenditures in the amount of \$339,220.00, and appropriating additional conservation trust fund revenues in the amount of \$550.00, and appropriating additional market fund revenues in the amount of \$250.00, and appropriating additional scholarship fund revenues in the amount of (\$80,000.00).

**ATTACHMENTS:**

- Ordinance 18 – Series 2022

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 18 – SERIES 2022**

**AN ORDINANCE AMENDING THE 2022 BUDGET AS SET FORTH IN THE FOLLOWING EXHIBIT “A”, TO APPROPRIATE ADDITIONAL GENERAL FUND REVENUES IN THE AMOUNT OF ~~\$619,670~~ 697,470.00, AND APPROPRIATING ADDITIONAL GENERAL FUND EXPENDITURES IN THE AMOUNT OF ~~\$327,559~~ 341,734.00, AND APPROPRIATING ADDITIONAL ENTERPRISE FUND REVENUES IN THE AMOUNT OF ~~\$3,207,500~~ 3,208,700.00, AND APPROPRIATING ADDITIONAL ENTERPRISE FUND EXPENDITURES IN THE AMOUNT OF ~~\$254,220~~ 339,220.00, AND APPROPRIATING ADDITIONAL CONSERVATION TRUST FUND REVENUES IN THE AMOUNT OF \$550.00, AND APPROPRIATING ADDITIONAL MARKET FUND REVENUES IN THE AMOUNT OF \$250.00, AND APPROPRIATING ADDITIONAL SCHOLARSHIP FUND REVENUES IN THE AMOUNT OF (\$80,000.00).**

**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, Special Revenue 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 16<sup>th</sup> DAY OF NOVEMBER, 2022. 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 7<sup>th</sup> DAY OF DECEMBER, 2022 AT 5:30 p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.**

**TOWN OF MINTURN, COLORADO**

\_\_\_\_\_  
**Earle Bidez, 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 7<sup>th</sup> DAY OF DECEMBER, 2022.**

\_\_\_\_\_  
**Earle Bidez, Mayor**

**ATTEST:**

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



**ORDINANCE 18 – SERIES 2022  
EXHIBIT “A”**

GENERAL FUND:		Addition	Revised Budget
Additional Revenue	<del>\$ 619,970.00</del> 697,470.00		
Property Tax	01-00-4010	1,500	594,069
<u>Spec Ownership</u>	<u>01-00-4020</u>	<u>1,000</u>	<u>28,000</u>
<u>Lodging Tax</u>	<u>01-00-4039</u>	<u>1,500</u>	<u>18,500</u>
County Sales Tax	01-00-4040	2,500	34,500
City Sales Tax	01-00-4050	280,000	1,180,000
Building Permits	01-00-4210	25,000	65,000
Exterior Energy Cr	01-00-4215	7,120	7,120
Liquor License Fees	01-00-4230	1,000	2,500
Business License Fee	01-00-4240	4,000	24,000
Planning and Zoning Fees	01-00-4250	55,000	85,000
Town Hall Rent	01-00-4511	1,500	2,500
ERFPD Impact Fee	01-00-4512	2,706	2,706
Snow Dump	01-00-4519	1,700	8,200
Land Lease-Sun Up	01-00-4538	5,444	5,444
Fund Raiser-Benches	01-00-4562	3,000	3,000
Inv Earned	01-00-4540	49,500	51,500
BMR	01-00-4575	80,000	80,000
<b>RETT</b>	<b>01-00-4680</b>	<b><del>100,000</del> -175,000</b>	<b><del>250,000</del></b>
<u>325,000</u>			
Additional Expense	<del>\$ 327,559.00</del> 341,734.00		
<u>Computer and Support</u>	<u>01-01-5120</u>	<u>6,100</u>	<u>62,100</u>
Utilities	01-01-5210	6,500	26,000
Legal & Professional	01-01-5220	300,000	500,000
ERFPD Impact Fees	01-01-5240	2,544	2,544
TV-5	01-01-5280	2,000	12,500
Memorial Bench Prog	01-01-5290	2,490	2,490
Public Building R/M	01-06-5290	8,025	23,025
Street/Sidewalk Maint	01-06-5352	5,500	35,500
<b>Snow Remove Contract</b>	<b>01-06-5353</b>	<b>8,075</b>	<b>30,575</b>
Minturn Fitness Center	01-06-5354	500	3,000
<b>ENTERPRISE FUND:</b>			
Additional Revenue	<del>\$3,207,500.00</del> 3,208,700.00		
Misc Rev	02-00-4275	7,500	26,500
<u>Invest Earn</u>	<u>02-00-4540</u>	<u>1,200</u>	<u>1,200</u>
Tank Loan	02-00-4575	3,200,000	3,200,000
Additional Expense	<del>\$ 254,220.00</del> 339,220.00		
Office/Lab	02-06-5100	10,000	30,000
Water Meter Install	02-06-5160	88,220	88,220
<b>Legal</b>	<b>02-06-5220</b>	<b><del>130,000</del> 200,000</b>	<b><del>190,000</del> 260,000</b>
<u>Engineering</u>	<u>02-06-5247</u>	<u>10,000</u>	<u>140,000</u>
H2O Water Rights	02-06-5352	1,000	134,000
<b>Garbage Contract</b>	<b>02-05-5353</b>	<b><del>25,000</del> 30,000</b>	<b><del>145,000</del> 150,000</b>
<b>CONSERVATION TRUST FUND:</b>			
Additional Revenue	\$ 550.00		
Inv Earn	03-00-4540	550	950
Additional Expense	\$ 0.00		
<b>BUILDING FUND:</b>			
Additional Revenue	\$ 0.00		
Additional Expense	\$ 0.00		

MARKET FUND:

Additional Revenue	\$ 250.00		
Sponsorship	05-00-4592	250	6,250
Additional Expense	\$ 0.00		

CAPITAL FUND:

Additional Revenue	\$ 0.00		
Additional Expense	\$ 0.00		

GID FUND:

Additional Revenue	\$ 0.00		
Additional Expense	\$ 0.00		

SCHOLARSHIP FUND:

Additional Revenue	\$ -80,000.00		
Investment Earn	08-00-4540	-90,000	-80,000
Additional Expense	\$ 0.00		

BATTLE MOUNTAIN RESORT FUND:

Additional Revenue	\$ 0.00		
Additional Expense	\$ 0.00		



To: Mayor and Council  
From: Jay Brunvand  
Date: December 7, 2022  
Agenda Item: Ordinance 19 – Series 2022

---

**REQUEST:**

Council is asked to approve Ordinance 19 – Series 2022 (Second Reading).

**INTRODUCTION:**

This is an annual Ordinance setting forth and approving the Fiscal Year 2022 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 1998 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 22.5% of Minturn's annual General Fund revenues.

After First reading the final Assessed Valuation came in from the County. The overall effect was a reduction in revenue in the amount of \$11,607. This represents a total reduction over 2022 of \$23,845 or 4%.

Minturn's 2023 Proposed General Fund Spending = \$2,888,786  
Minturn's 2023 proposed spending over all funds = \$4.9million (excluding water tank construction)  
Minturn's 2023 increase in sales tax over 2022 = 15%  
Minturn's 2023 share of town revenue from Sales Tax = 48%

**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. 19 – Series 2022 (Second Reading), an ordinance levying general property taxes for the year 2023, to meet general operating costs of government for the Town of Minturn, Colorado for the 2023 budget year.

**ATTACHMENTS:**

- Ordinance 19 – Series 2022

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 19 – SERIES 2022**

**AN ORDINANCE LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2023, TO MEET GENERAL OPERATING COSTS OF GOVERNMENT FOR THE TOWN OF MINTURN, COLORADO FOR THE 2023 BUDGET YEAR.**

**WHEREAS**, the Minturn Town Council of the Town of Minturn, Colorado will adopt the annual budget for Fiscal Year 2023 in accordance with Local and State Government Budget Law, on December 7, 2022, and;

**WHEREAS**, the assessed valuation for the Town of Minturn, Colorado as certified by the Eagle County Assessor is approximately ~~\$32,359,180~~ **31,712,010.00** and will generate approximately ~~\$580,330~~ **568,723.00** based on the authorized 17.934 mills of the Town of Minturn, and;

**WHEREAS**, at the 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 2023 will be available by December 7, 2022 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 2023 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 2023 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 on 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.

**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 16<sup>th</sup> DAY OF NOVEMBER, 2022. 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 7<sup>th</sup> DAY OF DECEMBER, 2022 AT 5:30 p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.**

**TOWN OF MINTURN, COLORADO**

\_\_\_\_\_  
**Earle Bidez, 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 7<sup>th</sup> DAY OF DECEMBER, 2022.**

\_\_\_\_\_  
**Earle Bidez, Mayor**

**ATTEST:**

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





To: Mayor and Council  
From: Jay Brunvand  
Date: December 7, 2022  
Agenda Item: Ordinance 20 – Series 2022

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**REQUEST:**

Council is asked to approve Ordinance 20 – Series 2022 on Second Reading.

**INTRODUCTION:**

This is an annual Ordinance setting forth and approving the various fees proposed for Fiscal Year 2023 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, 2023.

There have been minor modifications from First Reading of the Fee Schedule based on discussion from First Reading and confirmation of fees for metered water rates, those changes are marked in red. Staff is recommending approval on Second Reading.

**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. 20 – series 2022 (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, 2023 as presented.

ATTACHMENTS:

- Ordinance 20 – Series 2022

**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 20 – SERIES 2022**

**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, 2023**

**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 16<sup>th</sup> DAY OF NOVEMBER, 2022. 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 7<sup>TH</sup> DAY OF DECEMBER, 2022 AT 5:30 p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.**

**TOWN OF MINTURN, COLORADO**

\_\_\_\_\_  
**Earle Bidez, 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 7<sup>TH</sup> DAY OF DECEMBER, 2022.**

\_\_\_\_\_  
**Earle Bidez, Mayor**

**ATTEST:**

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

Fees, Rates, and Charges Imposed Pursuant to the Minturn Town Code				
ITEM	DESCRIPTION	FEE 2022	OTHER	2023 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 in 15min increments		\$185.00	
Town Staff-Administrative Description	per hour, minimum 1hr after first hour in 15min increments		\$33.58	
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	\$100.00
Full Room with Kitchen			\$300.00	
Full Room Without Kitchen			\$200.00	
Cleaning Deposit	Based on actual cost		\$250.00	
Nonprofit				\$50 set up fee
Little Beach Park				
Minturn Resident		\$150/block	\$250/day	
Non Profit			\$50/\$100	
Non Resident		\$200/block	\$300/day	
<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 2022	OTHER	2023 Amount if Revised
<b>MISCELLANEOUS FEES</b>		Set administratively to cover the cost of services.		
Professional Use Fee	Inc use of town Eng, Lawyer, 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>MINTURN BIKE PARK</b>				
Programs-fee based	less than 4hrs/14ppl	\$100.00		
Programs-fee based	more than 4hrs/14ppl	\$200.00		
Exclusive Use for camp or clinic	less than 4hrs/14ppl	\$250.00		
Exclusive Use for camp or clinic	more than 4hrs/14ppl	\$500.00		
<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		\$17.37
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 \$5,604 SIF Tier 1 \$4.60/spft SIF Tier 2 \$5.81/sqft SIF Tier 2 \$6.99/sqft		Tap Fee \$12,940 SIF Tier 1 \$10.95/sqft SIF Tier 2 \$14.52/sqft SIF Tier 2 \$17.47/sqft
Accessory Dwelling Unit (>750sf)	.5sfe	\$4.60/sf		\$10.95
Cash in Lieu of Water		\$12,694.60		\$30,195.38
(2) Hotel/Lodge/Motel/Lock-off/Accommodation Unit:				
(a) per efficiency room		\$4,055.65		\$9,652.45
(b) per room		\$2,794.13		\$6,650.00
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		These will automatically change once set by ERFPD in January
	3/4in (1.5 SFE)	\$17,840.00		
	1in (2.6 SFE)	\$30,918.00		
	1in 1/2 (5.8 SFE)	\$68,973.00		
	2un (10.3 SFE)	\$125,730.00		
	3in (23.0 SFE)	\$275,911.00		
	4in (40.9 SFE)	\$486,376.00		
	6in (92.1 SFE)	\$1,095,240.00		
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		

ITEM	DESCRIPTION	FEE 2022	OTHER	2023 Amount if Revised
Unusual Water User Fee	Sec. 13.66	set Administratively		
<b>Unmetered Water Rate</b>	Sec. 13-67			
Monthly rate per SFE for	Residential	\$118.66	Base + 25%	\$137.70
Policy related to other uses	Commercial	\$118.66	Base + 25%	\$137.70
Replaces Sec. 13-29(b)(2)	Residential out of Town	\$142.40	Base + 50%	\$165.24
	Commercial out of Town	\$166.13	Base + 75%	\$192.78
	Seniors-Grandfathered (65 years or older)	\$84.77	Base -25%	\$82.62
<b>Metered Water Rate</b>	Sec. 13-68			
(a) Residential, basic monthly charge	per SFE	\$90.83		\$110.16
plus a monthly above 0 gals. Use charge per 1,000 gallons		\$6.83		\$8.32
(b) Commercial, basic monthly charge	per SFE	\$90.83		\$110.16
plus a monthly above 0 gals. Use charge per 1,000 gallons		\$6.83		\$8.32
(c) 25% discount for Residential Owner-Occupant over 65 years of age		\$67.81		\$82.62
Out of Town Water Rate are 50% higher for Residential and 75% higher for Commercial	Sec. 13-29(b)(2)	\$135.62		R=\$166.05 C=\$192.78
<b>IRRIGATION/SPRINKLER USAGE RATES (NO STRUCTURE)</b>	<b>IRRIGATION</b>	<b>SPRINKLER USAGE RATES</b>	<b>SPRINKLER</b>	
SFE factor based on meter size/kgal		(SFE based on associated structure)/kgal		
Tier 1 (0-8)	10.24	Tier 1 (0-20)	10.24	\$12.49
Tier 2 (8-16)	15.36	Tier 2 (21-30)	15.36	\$18.74
Tier 3 (16-24)	23.05	Tier 3 (31-40)	23.05	\$28.10
Tier 4 (24-32)	34.58	Tier 4 (more than 40)	34.58	\$42.19
Tier 5 (more than 32)	51.86			\$63.28
<b>Trash Collection</b>	\$10/can more than one	33.96		\$34.98
<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		
<b>Application for Encroachment</b>	Sec. 11-3	\$40.00		
<b>Encroachment Fee</b>		\$16sqft annually		
<b>Eagle River Fire Protection District Impact Fees*</b>				THESE WILL AUTO UPDATE WHEN SET BY ERFPD IN JANUARY
new meter size:	3/4 inch	\$1,734.00		
	1 inch	\$2,949.00		
	1.5 inch	\$5,724.00		
	2 inch	\$9,192.00		
	3 inch	\$19,078.00		
	4 inch	\$29,484.00		
	6 inch	\$57,234.00		

\*Fees may be increased administratively to adjust for inflation. MMC Sec. 18-16-110



ITEM PUD Applications	2021 FEE	DETAIL
Pre-Application Conference		
PUD Concept Plan	\$850 + \$40/Unit + \$5,000 Deposit	
PUD Preliminary Development Plan	\$2500 + \$40/Unit + \$5,000 Deposit	
PUD Final Development Plan	\$1500 + \$40/Unit + \$5,000 Deposit	
Minor PUD Concept/Preliminary Development Plan	\$1000 + \$40/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	
Disconnect/De-Annexation	\$3,000 plus associated costs	
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. **Applicant will bear the burden of all staff & consultant costs above and beyond the first staff member.** 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, **and additional staff** 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.



To: Mayor and Council  
From: Jay Brunvand  
Date: November 17, 2022  
Agenda Item: Ordinance 21 – Series 2022

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**REQUEST:**

Council is asked to approve Ordinance 21 – Series 2022 on Second Reading.

**INTRODUCTION:**

This is an annual Ordinance appropriating all estimated beginning fund balances, revenues, and expenses in each fund and adopting the FY2023 budget.

**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 directed changes to the preliminary budget accepted at the first meeting in October 2022 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.

Changes have been made from First Reading:

- 1) After receipt of the final Assessed Valuation from Eagle County, Staff has revised the Property Tax Revenue to reflect a 4% reduction over 2022. The final budget reflects a decrease from \$592,569 in 2022 to \$568,723 in 2023, a \$24,000 reduction.

**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. 21 – series 2022 (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, 2023 and ending on the last day of December, 2023 as presented.

**ATTACHMENTS:**

- Ordinance 21 – Series 2022



**TOWN OF MINTURN, COLORADO  
ORDINANCE NO. 21 – SERIES 2022**

**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, 2023 AND ENDING ON THE LAST DAY OF DECEMBER, 2023.**

**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 2023 Budget to this governing body on October 5, 2022, 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 2, 2022 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 1, 2022 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 2023 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, 2023 and ending December 31, 2023 more particularly described as follows:

FUND DESCRIPTION	BEGINNING FUND EST. BALANCE	FY2023 REVENUE	FY2023 EXPENSES
General Fund	\$1,827,811	\$2,508,786	\$2,672,455
Enterprise Fund	\$1,063,113	\$1,818,611	\$1,841,129
Conservation Trust Fund	\$ 31,452	\$ 10,400	\$ 15,000
Special Revenue Fund	\$ 13,406	\$ 10,000	\$ 10,000
Market Fund	\$ 6,500	\$ 37,000	\$ 37,000
Capital Fund	\$ 594,036	\$ 200,723	\$ 486,500
Scholarship Fund	\$ 320,613	\$ 10,000	\$ 7,100
Battle Mtn Fund	\$ 103,400	\$ 102,500	\$ 100,000



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 16<sup>th</sup> DAY OF NOVEMBER, 2022. 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 7<sup>th</sup> DAY OF DECEMBER, 2022 AT 5:30 p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.**

**TOWN OF MINTURN, COLORADO**

\_\_\_\_\_  
**Earle Bidez, 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 7<sup>th</sup> DAY OF DECEMBER, 2022.**

\_\_\_\_\_  
**Earle Bidez, Mayor**

**ATTEST:**

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



# **Town of Minturn Little Beach Recreation Area Plan**

**Final Draft**

December 1, 2022



Prepared by:





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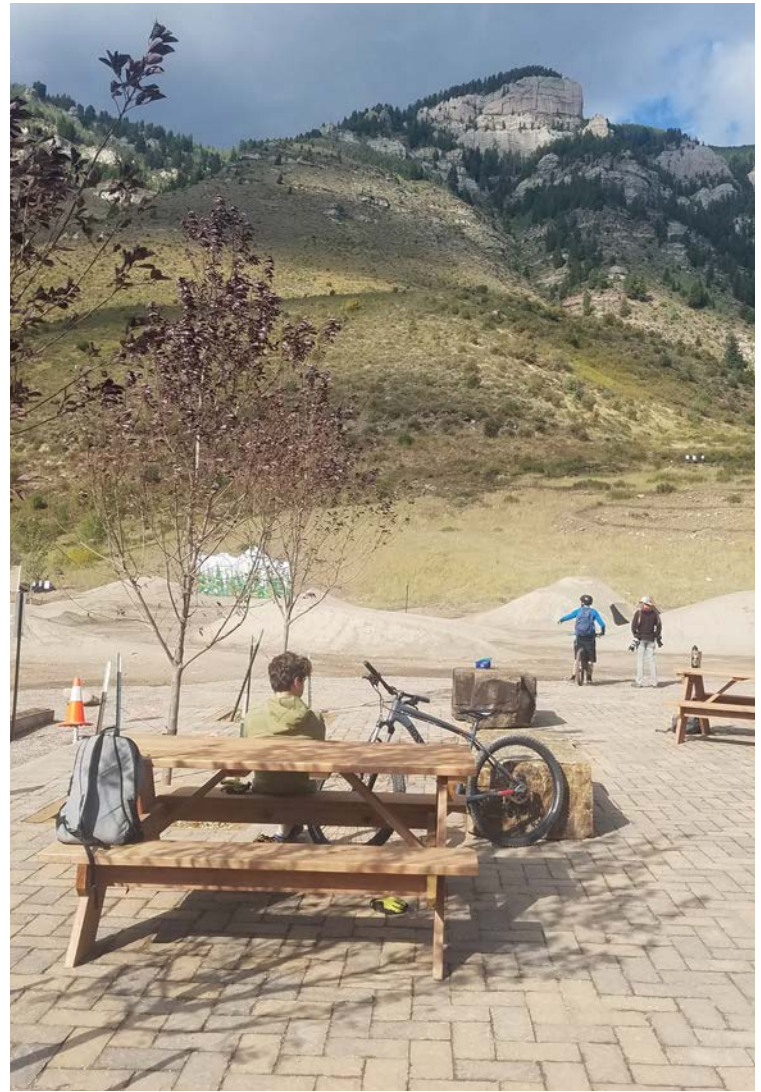
# I. Introduction / Plan Purpose

## Plan Purpose

The purpose of the Little Beach Recreation Area Plan is to create a recreation based plan for the area south of Minturn encompassing Little Beach Park and Amphitheater, the Riverview Cemetery, the Public Work Facility and Storage Yards, and the Minturn Bike Park and Mini-Mile Trail.

The plan proposes a long-term vision for the study area to recognize, protect, and promote it as the Town's major recreational and cultural hub. The plan seeks to unify the existing cultural, civic, and recreation facilities in the study area, which have evolved organically over time. With increased uses and greater intensity of community and recreation activity in the area, there is a need for a coordinated vision and framework to guide the future of the area. The plan makes recommendations for the study area for existing and new facilities based on input provided by stakeholders and residents.

A major goal of the plan is also to create a cohesive sense of place building on the exceptional character of the area and its existing assets and amenities. Greater connectivity between facilities in the area and with nearby residential areas of the town will help accomplish this goal, as expressed by the community.



The approach to the planning process included a **community and stakeholder engagement process** that engaged the residents and stakeholders of Minturn using a variety of methods including an open house, pop up events, and guided tours of the area. The process involved a **sequence of incremental planning steps** that have resulted in a conceptual framework plan for the area, identifying a variety of potential improvements suggested and vetted with members of the public and stakeholders.

The plan proposes to improve access, establish new connections to unify the various amenities, and to enhance Little Beach Park as a central hub, gathering spot, point of arrival and orientation for the community residents and other users.





## II. Study Area

The study area for the Little Beach Recreation Area Plan is located in lands within the Town of Minturn accessed by Cemetery Road. The area is uniquely situated in the valley and slopes between the Minturn Cliffs and the Eagle River. There are several civic uses that are located in this area, some of which have been developed and emerged as new uses over the past 20 years.

The study area includes the following existing facilities and uses:

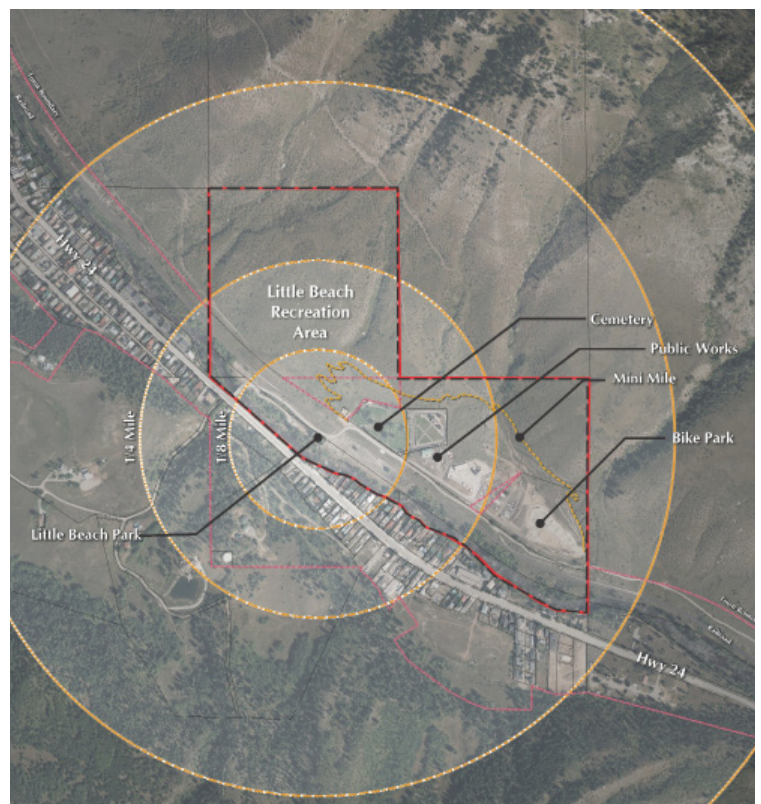
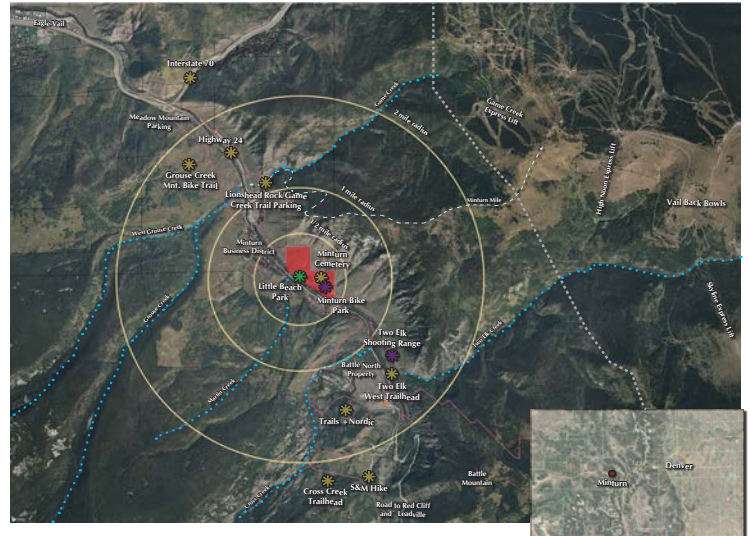
- Little Beach Park
- Little Beach Amphitheater
- Minturn Riverview Cemetery
- Town Public Works Facility
- Storage Yards (on Town leased lots)
- Minturn Bike Park
- The Mini-Mile Trail

Maps of the study area and of these facilities are provided in the next pages of this plan. These maps were developed specifically for the plan using Eagle County GIS information and were used for community meetings and site walks. A description of each facility and its relationship to the overall study area and other uses is provided in this section of the plan.

### Special Considerations

To the north of the study area lie the spectacular Minturn Cliffs, providing exceptional vistas and a dramatic backdrop that create a unique and identifiable sense of place with strong mountain character. The views afforded by the Cliffs are arguably one of the most valuable visual resources in the Eagle River Valley. Therefore, the basis of this plan is that the area must be treated sensitively and the views and natural character of the area must be preserved as part of the plan.

To the south of the study area are United States Forest Service (USFS) federally owned lands. Most notably, there is the Two Elk Trail and the Shooting Range, both popular destinations and long-time uses on federal lands in the vicinity of the study area.

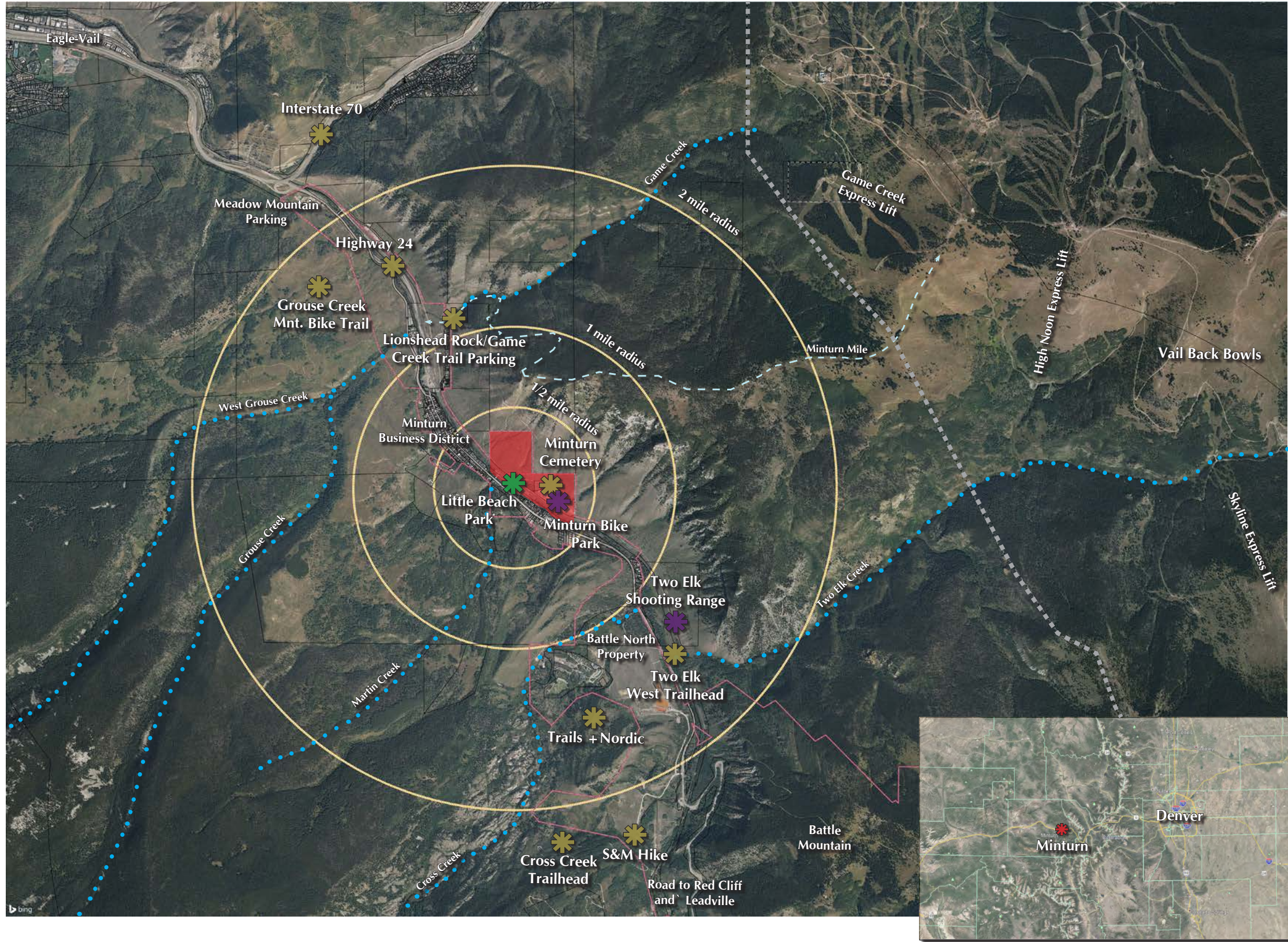


These uses draw visitors to and through the study area through-out the seasons. Because of the 'off the beaten path' and tucked away location of these facilities, it is not uncommon for first time visitors to be confused or lost in trying to find the access to these facilities. Another basic premise of this plan is that greater wayfinding and orientation is needed in the study area as the use of the area has increased and some users have a difficult time finding their destination. This was confirmed during the planning process.





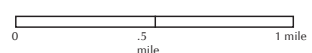
# II. Study Area



APRIL 7, 2022

LITTLE BEACH RECREATION AREA PLAN  
MINTURN, CO

Overall Context Map

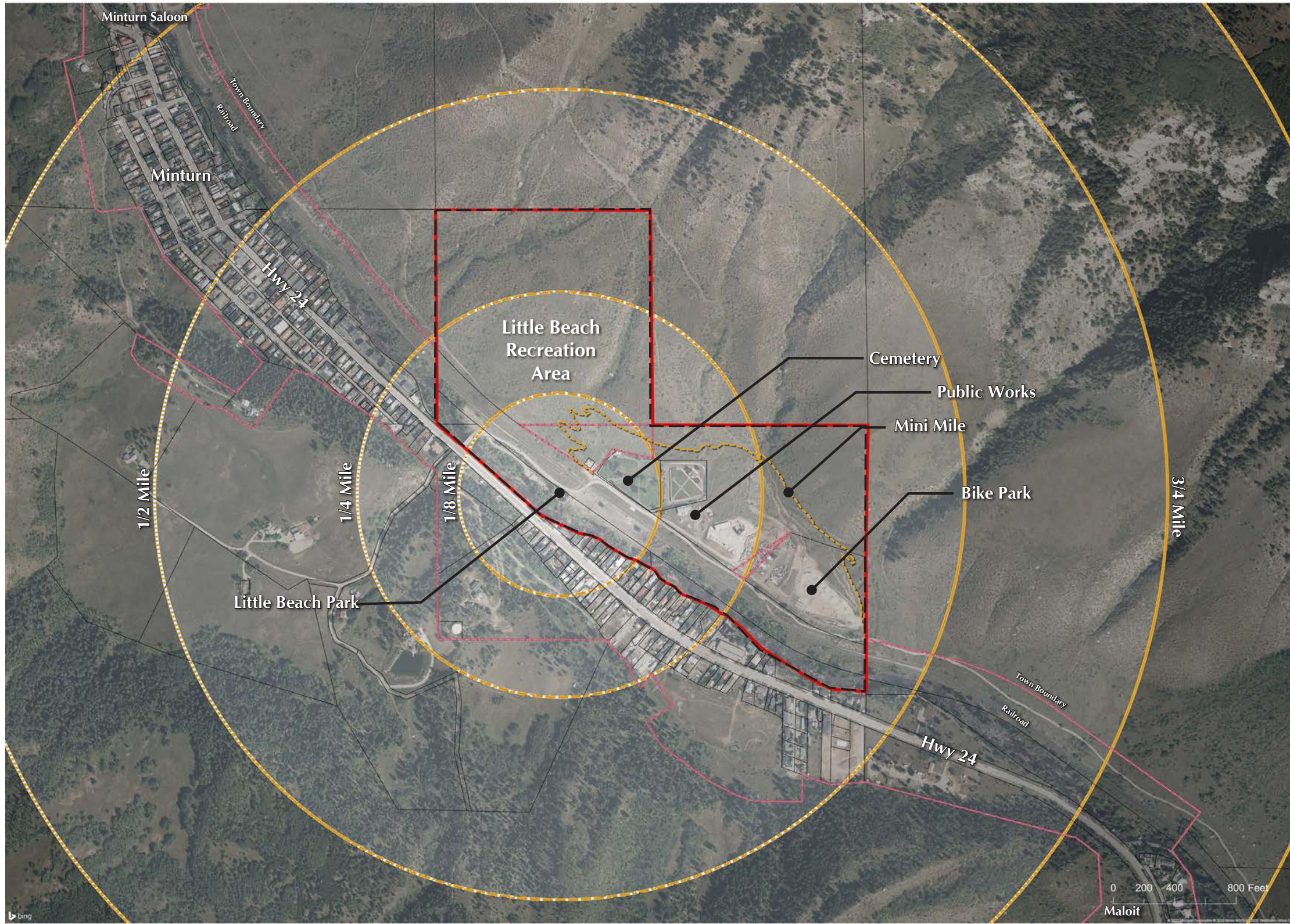


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## II. Study Area

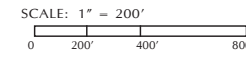


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LITTLE BEACH RECREATION AREA PLAN  
MINTURN, CO



### Little Beach Recreation Area



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# II. Study Area

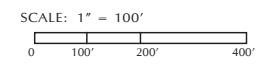


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LITTLE BEACH RECREATION AREA PLAN  
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Minturn Little Beach Recreation Area

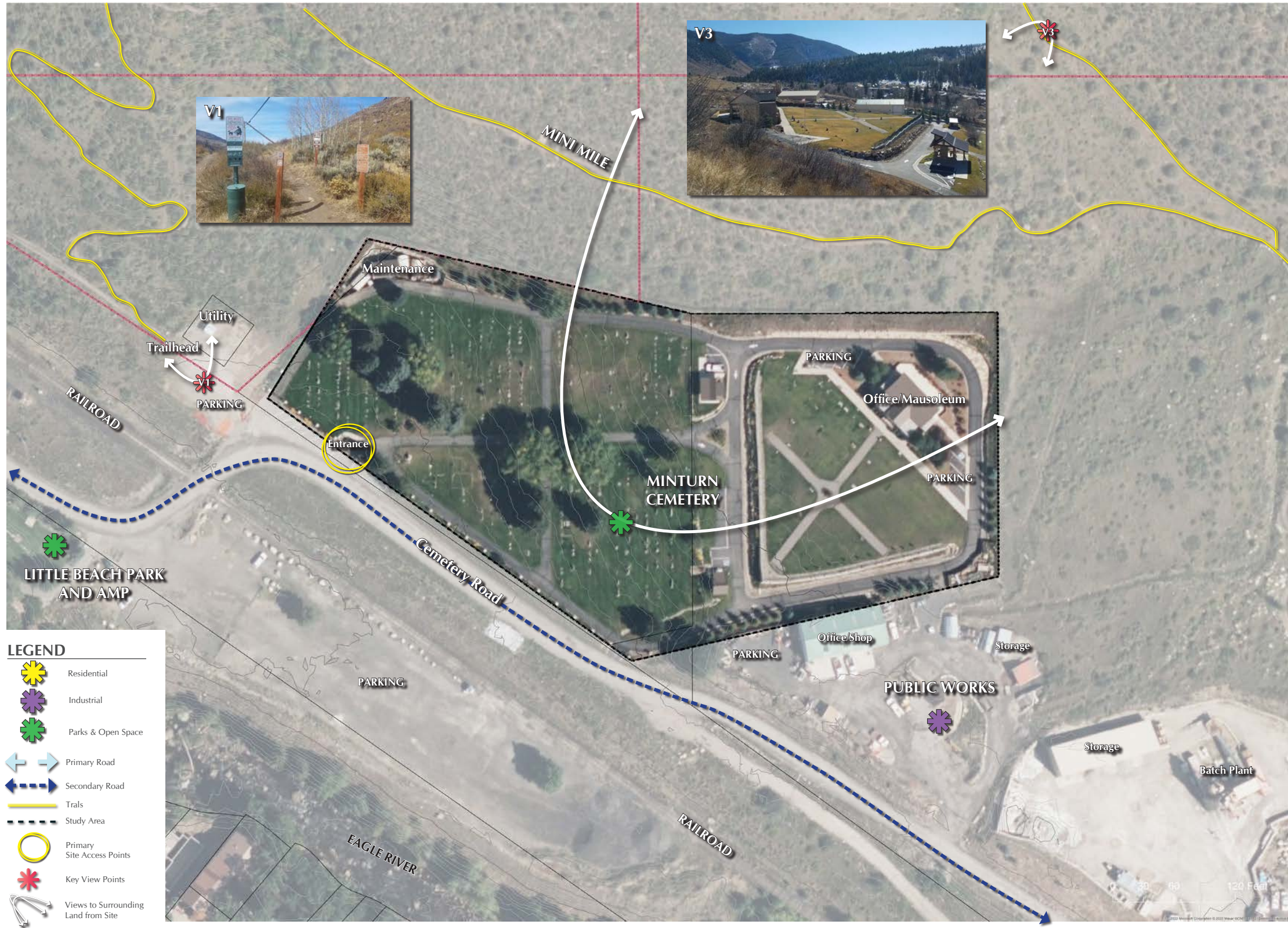


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# II. Study Area

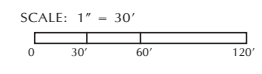


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LITTLE BEACH RECREATION AREA PLAN  
MINTURN, CO



## Minturn Cemetery



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## Study Area



# II. Study Area



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LITTLE BEACH RECREATION AREA PLAN  
MINTURN, CO



## Minturn Public Works Facility and Lease Lots

SCALE: 1" = 30'  
0 30 60 120'



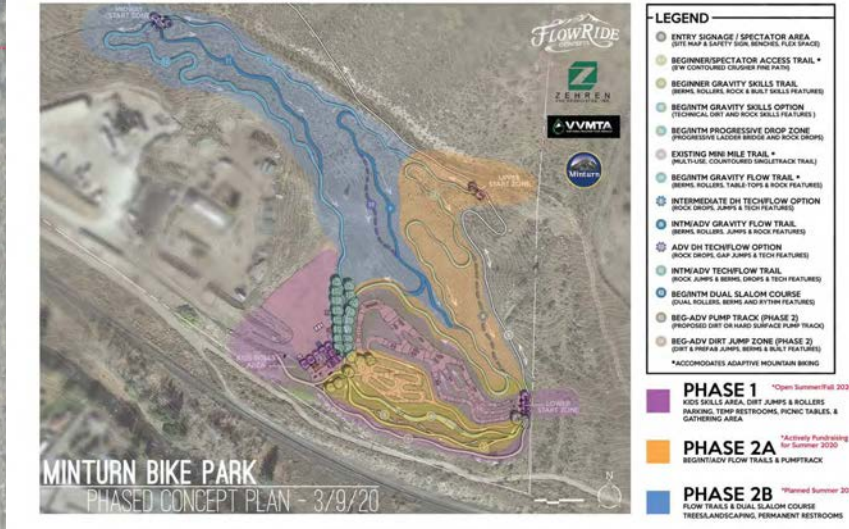
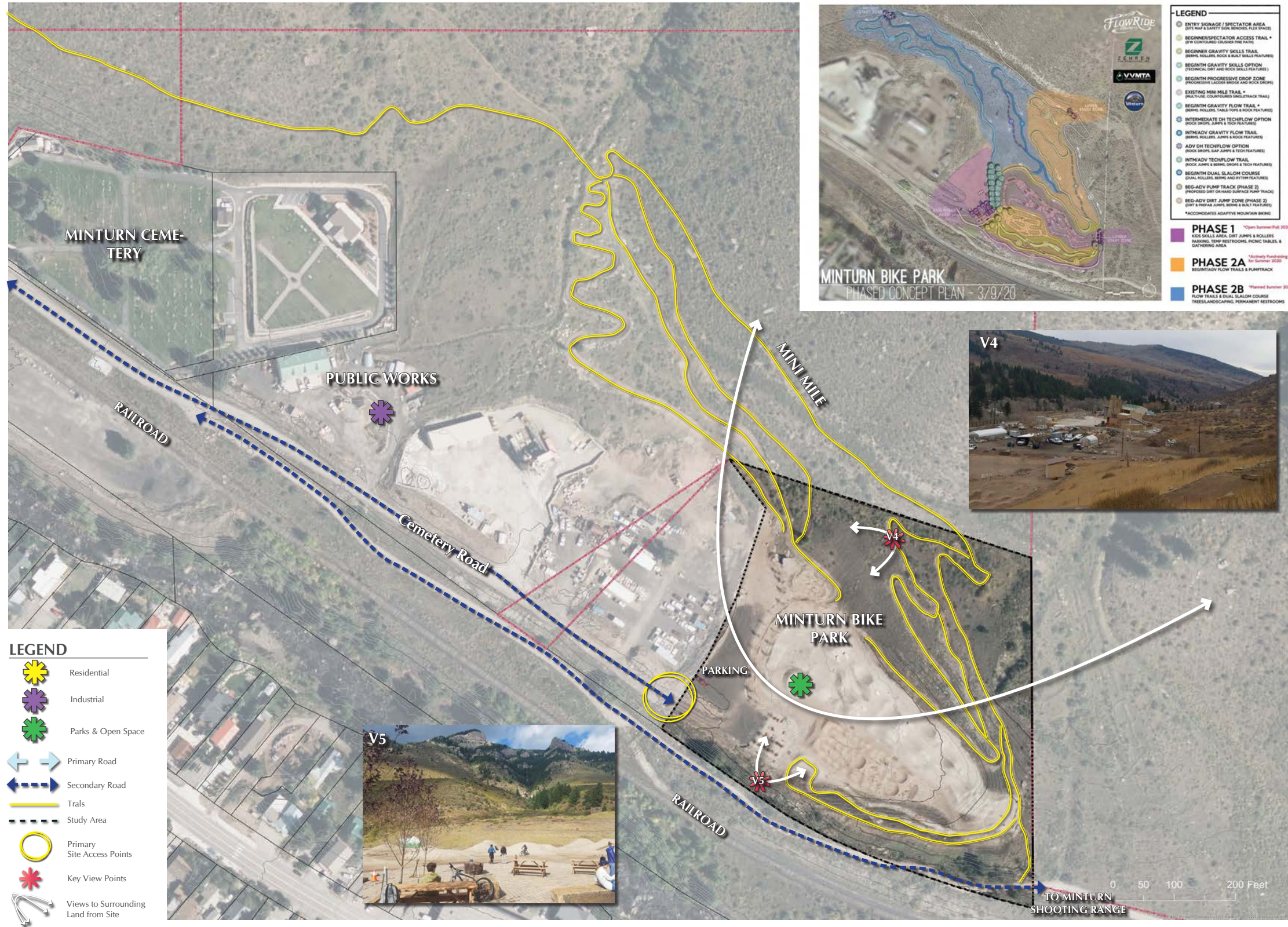
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## Study Area



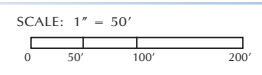
# II. Study Area



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LITTLE BEACH RECREATION AREA PLAN  
MINTURN, CO

Minturn Bike Park



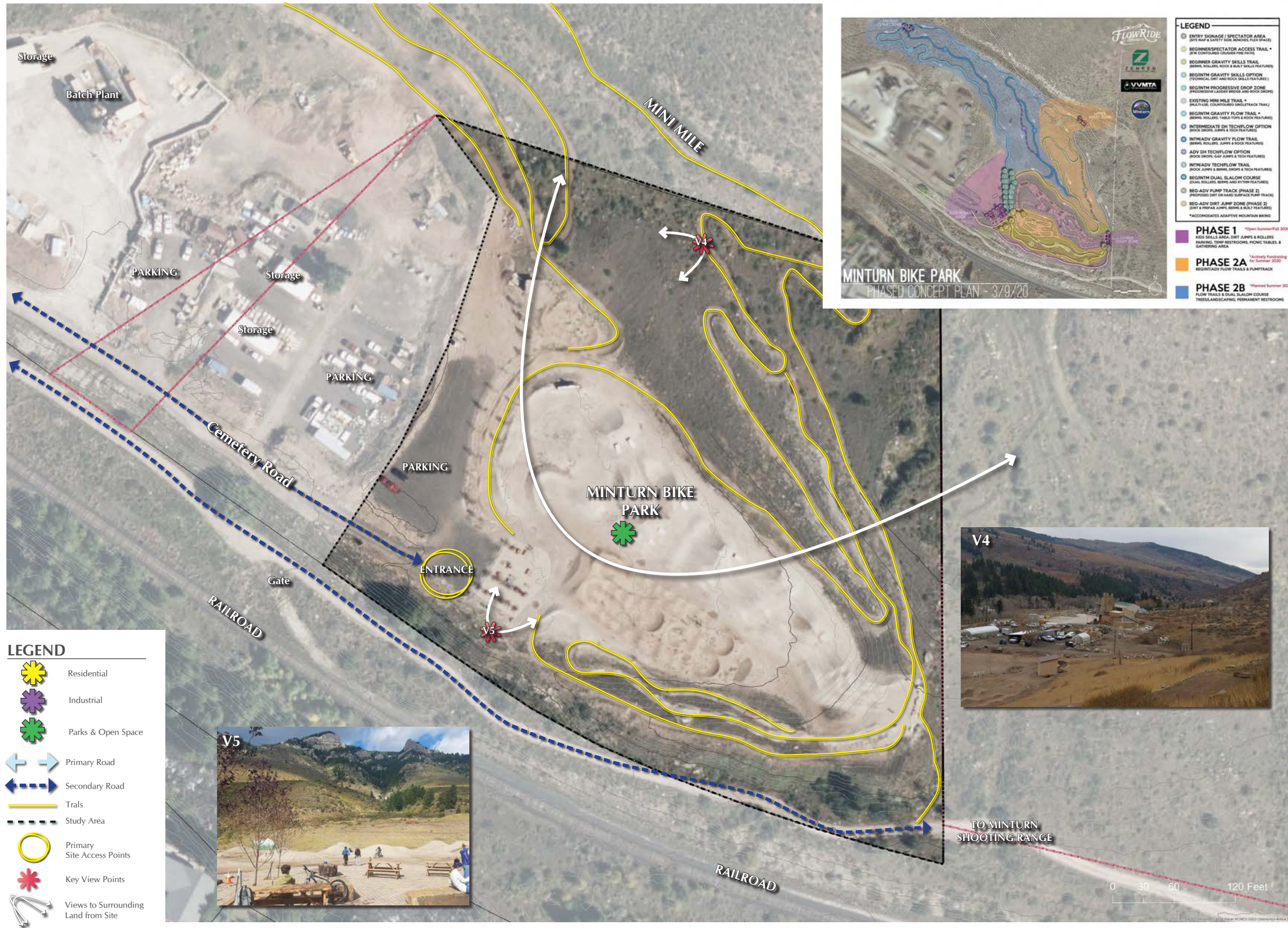
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Study Area



# II. Study Area

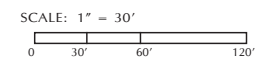


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LITTLE BEACH RECREATION AREA PLAN  
MINTURN, CO



Minturn Bike Park



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Study Area



### III. Plan Stakeholders and Facilities

#### Plan Stakeholders

The Stakeholders for the Little Beach Recreation Area Plan are the operators and or owners of the facilities located within the project study area, and of course, the community-at-large. These groups include the organizations that are listed below. The planning team engaged with representatives from each group during the planning process.

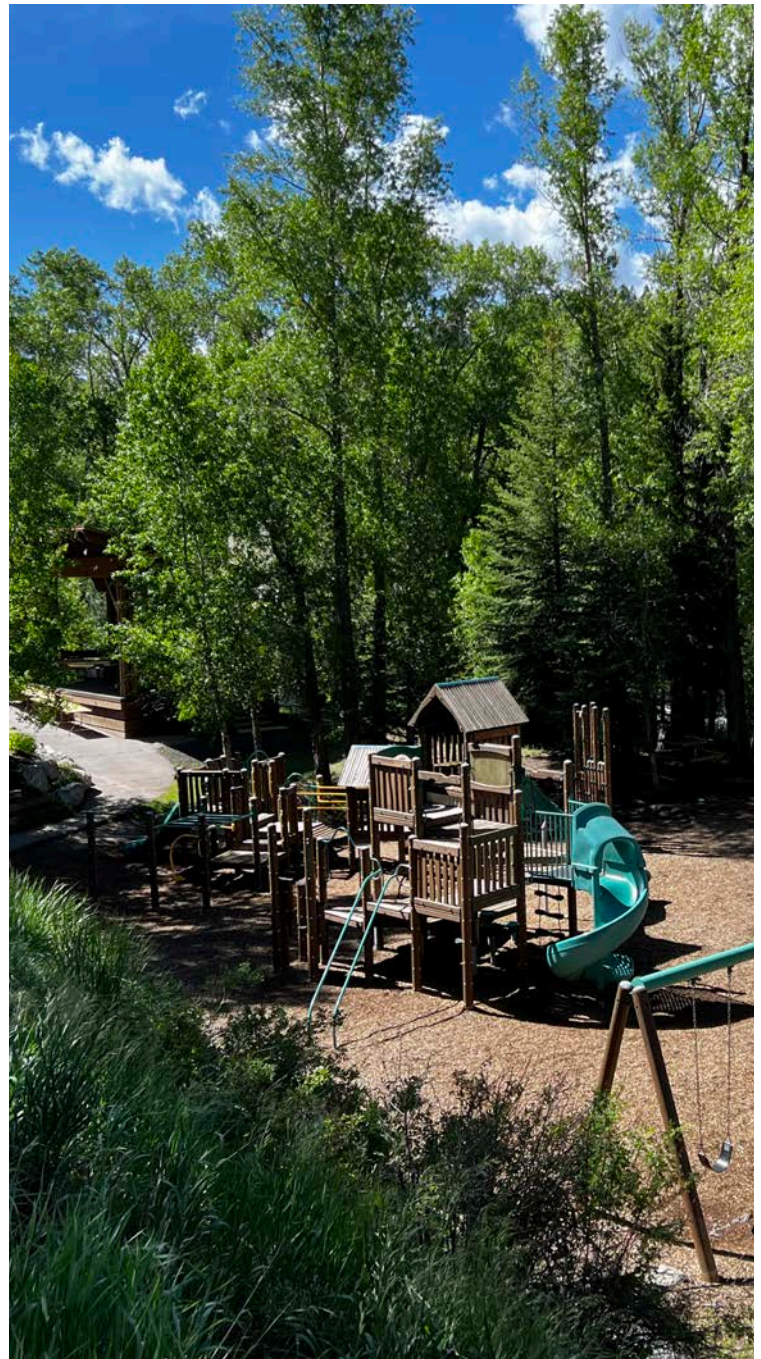
- **Community-at-Large**
- **Town of Minturn  
(Public Works, Events, and Administration)**
- **Minturn Riverview Cemetery District**
- **Vail Valley Mountain Trails Alliance**
- **Minturn Community Fund**
- **State of Colorado Parks and Wildlife**

These groups participated in the Minturn Community Plan open house on April 7, 2022, Little Beach Recreation Area site visits, or on individual phone calls. Representative(s) of each group expressed the needs for their respective facilities, and provided input on what is working well, what is in need of attention, and specific considerations related to future planning and improvements.

A description of each facility and its relationship to the overall study area and other uses is provided below. Maps and pictures of each facility are included for reference as well

#### Little Beach Park

Little Beach Park is the Town’s largest park within walking distance of the downtown commercial core. The Park is approximately 1.6 acres. It has a linear configuration stretching from the entrance at Cemetery Bridge Road and southwest along the Eagle River towards the Little Beach Amphitheater. The Park is located ‘down low’ along the river banks, and topographically removed from the rest of the planning area.



The Park has limited parking with 4 spaces accessed by a long driveway. Facilities within the park include a campground vault toilet, a small basketball court, and a playground with play elements for different age groups. Picnic tables and benches are located along the Eagle River under a dense canopy of cottonwood trees. The park is adjacent to and contiguous with the Little Beach Amphitheater, and connected by an asphalt path.





### III. Plan Stakeholders and Facilities (continued)

During special events, the asphalt path connects both facilities and park users are able to circulate between the playground and amphitheater, creating a special synergy between the facilities.

#### Little Beach Amphitheater

Little Beach Amphitheater is located adjacent to Little Beach Park. It is a Town-owned outdoor performance venue of approximately a half acre in size with a covered stage, a sloped lawn for seating, and nice well-maintained landscaping around the perimeter. The covered stage, a timber wood structure built circa 2005 is located close to the River, and faces north providing performers with views of the Minturn Cliffs. The location of the facility, is both unique and spectacular but is not without its challenges. Because the stage is so down low and close to the River, access from above presents a challenge for guests and for operations via a steep and narrow asphalt path and ramp.

The Little Beach Amphitheater is the venue for the Town's Summer Concert Series, as well as community celebrations and special events. At full capacity the venue can accommodate approximately 250 patrons. Due to its central location and ease of access, along with the Little Beach Park, the Amphitheater is the center piece of the recreation area. As such this plan goes into a bit more detail for the park and amphitheater, and also based on the level of stakeholder and community input received.

#### Minturn Cemetery

Perched on a hillside with breathtaking panoramic views under the Minturn Cliffs is the historical Minturn Riverview Cemetery. The Cemetery sits on a 4 1/2 acre lot located east of Minturn Little Beach Park on Cemetery Road. The Minturn Cemetery District owns and operates the Minturn Cemetery also known as River View Cemetery and Mausoleum. The Minturn Cemetery dates back to the late 1800s and serves the residents of Minturn and surrounding Eagle County communities. Many grave sites are over a century old.





### III. Plan Stakeholders and Facilities (continued)

#### Minturn Cemetery (continued)

The Minturn Cemetery is a public and non-denominational cemetery with both marked and unmarked graves of resident miners, railroad workers, ranchers and farmers, mainly of Hispanic or Scandinavian descent. The facility serves as a historic civic anchor for the study area. It is a calm and peaceful oasis providing opportunity for meditation, prayer, and grieving. The landscape and grounds are well-maintained and give off a sense of community pride and historical significance.

#### Public Works Facility

The Public Works facility sits on 1 1/2 acres located directly adjacent to the Minturn Riverview Cemetery on Cemetery Road. The Minturn Public Works is owned and operated by the Town of Minturn. The Minturn Public Works Department maintains municipal streets, operates the Town water system, services Town-owned buildings and maintenance of Town vehicles. This is an active maintenance area

for the town. Heavy equipment is stored and utilized from this site. Operations (voluntarily) cease when a memorial service is in progress. The Public Works Facility is centrally located to the core area of Town it serves. The staff takes great pride in the services provided to the Town and they serve as the year-round 'eyes and ears' with a constant civic presence in the study area.

#### Storage Yards

The Minturn Storage Yards are located directly to the East of the Minturn Public Works Facility on a parcel just over 4 acres in size. The Town of Minturn owns the land and leases the use of the land to various businesses for storage as well as the operations of the United Companies batch plant. The leasing of the Storage Yards and the concrete batch plant are an important source of revenue for the Town that is not easily replaced. Therefore, the future use of the yards must be carefully considered within the Town's economic framework. Other uses of this land will require replacing the revenue generated by the storage yards to keep the Town financially stable.





### III. Plan Stakeholders and Facilities (continued)

#### Minturn Bike Park

The Minturn Bike Park is located on Cemetery Road just over a quarter of a mile East of Little Beach Park. The Bike Park was built by the Vail Valley Mountain Trails Alliance and the Town of Minturn with donations and sponsorships from various community partners. The bike park was opened for the first time during the pandemic in August 2020. Some of the popular attractions include a slalom course, pump tract, tabletops, jump lines, and adults plying their wheels over rollers and bridges. The bike parks was built for all ages and abilities. It is open to the public daily from sunrise to sunset, weather depending, from early May to late October/early November. The bike park is closed for the winter season. It will remain closed and is under a seasonal wildlife closure from December 1 – May 1. In its first years of operation the Minturn Bike Park has proven to be a popular amenity and destination within Minturn and for the study area. Many of the park’s users have discovered the Little Beach Park and other facilities in the study area because of the Bike Park, and has catalyzed interest and increase use(s) within the study area.

#### Mini Mile Trail

The Minturn Mini Mile is a short beginner singletrack that starts on the west side of the Minturn Cemetery and ends on the east side of the Minturn Bike Park. The Mini Mile is a multi-use trail for both hiking and biking. The trail is designed as a loop and is great for beginners, families and children learning to ride off road and on classic single-track. The trail was built in 2017 and has around 150-200 feet of elevation change, moderate grades, with some bridge and rock features. The trail has a seasonal wildlife closure December 1 - May 1 when it is closed to all users. The Mini Mile is perhaps the facility within the study area that receives the greatest use on a sustained basis (other than during the winter) The planning team observed hikers and bikers every time while on site, and heard from others how much the trail is used and how important it is for the community.



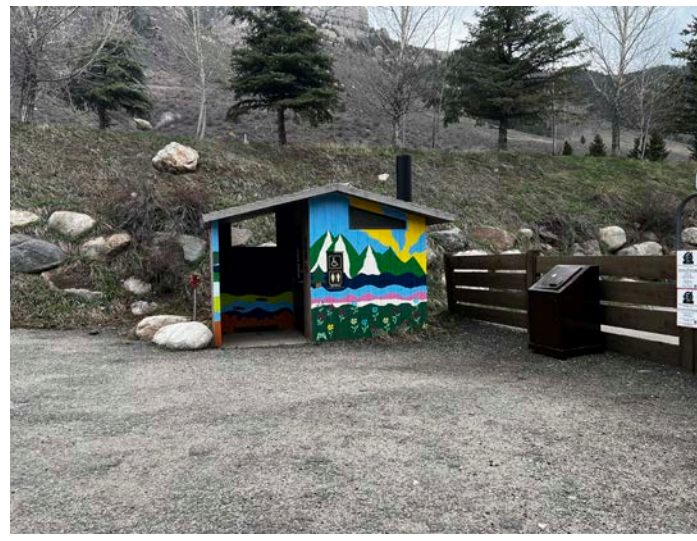




Minturn Bike Park



Little Beach Amphitheater - Stage and Lawn



Little Beach Park Existing Bathrooms



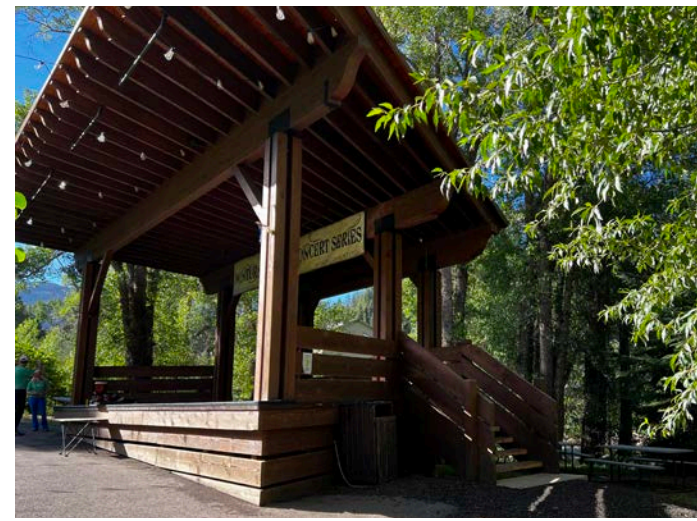
Little Beach Park Large Parking Lot



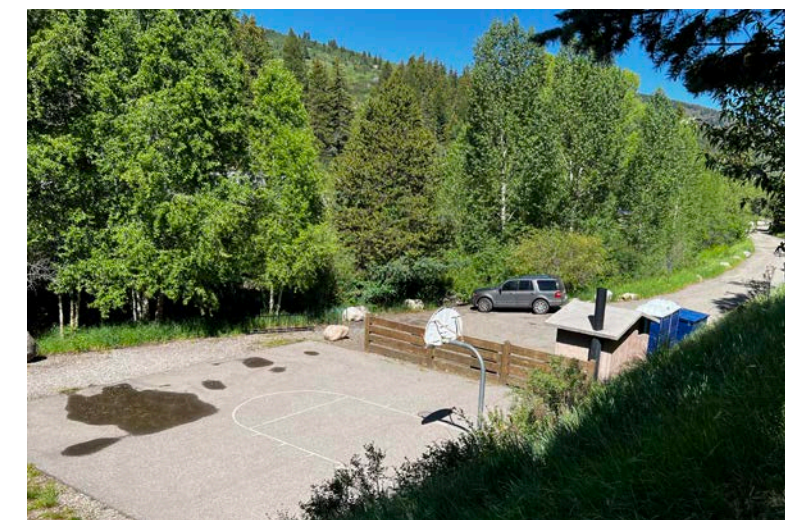
Little Beach Park Playground



Little Beach Amphitheater - view from the Stage



Little Beach Amphitheater Stage



Little Beach Park Multi-Use Court and Parking



Minturn Bike Park



Minturn Cemetery viewed from the Mini Mile



Public Works Facility view from the Mini Mile



Little Beach Park Playground



## Existing Facilities and Amenities within the Study Area



## IV. Process

### Planning Process

The Little Beach Recreation Area Plan applied a traditional planning and community engagement process tailored to the Town of Minturn and project stakeholders. The process started in the late summer of 2021 and run through the summer of 2022 with an intended conclusion (in/by) the fall of 2022.

The planning process has paralleled the Town's Community Plan Update, and benefited of some overlap with the SE Group consultant team to align planning efforts. Ultimately, the Little Beach Recreation Area Plan will be a stand alone sub-area plan, with some of the major high-level recommendations referenced in the 'Quality of Life' chapter of the updated Community Plan.

### Community Engagement Events

The following engagement events were conducted as part of the outreach process to collect input from the community and from the major project stakeholders:

- May 5, 2021 - Pop-up at Maloit Park Bike Race
- May 19, 2021 - Pop-up at Mini Mile Bike Race
- June 4, 2021 Pop-up at Art Guild Event
- April 7, 2022 Open House (jointly with Community Plan team)
- May 5, 2022 Virtual Meeting Town Representatives
- May 19, 2022 Site Walk and Meeting
- June 25, 2022 Site Walk and Meeting
- August 2, 2022 Site Visit with Minturn Community Fund representatives
- August 2, 2022 - Minturn Cemetery Board Meeting
- August 4, 2022 - Little Beach Amphitheater Site Visit and meeting with Facility Sound Technician

- August 11, 2022 - Minturn Bike Park site visit and meeting with VVMTA representative
- August 19, 2022 - Virtual Meeting / SE Group Community Plan Update Team
- September 27, 2022 - Open House Share Preliminary Draft (Tentative).
- December 2022 Plan Adoption (Tentative)



Community members review maps of the Study Area





# Little Beach Recreation Area Plan



**TASK ONE**  
**Project Scoping, Start Up Mapping, Analysis, Inventory**  
 (May 2021 - April 2022)

1. Project Scoping / Start Up Meeting
2. Base-Mapping, Site Inventory and Analysis
  - Site Visits / Walks
  - Aerial Images
  - Photographic Inventory
3. Coordination Meetings / Scheduling

**TASK TWO**  
**Community & Stakeholder Engagement**  
 (April - August 2022)

1. Formal Open Houses / Presentations
2. Stakeholder Meeting(s) / Focused Interviews
3. Guided and self-guided tours of the project area
4. Monthly Town newsletter updates
5. Town Council Presentation(s)
6. Pop ups at Town Events (Concerts)

**TASK THREE**  
**Conceptual Master Planning**  
 (June - September 2022)

1. Preliminary Conceptual Master Plans
  - Hand drawn over aerial images
  - Diagrammatically express circulation, access, subareas
2. Refined/Final Conceptual Master Plan
  - Serves as basis for Sub Area Master Plan
3. Subarea Master Plan Narrative Text
4. Planning Commission Work Session
5. Town Council Work Session

**TASK FOUR**  
**Phase One Design**  
 (July - September 2022)

1. Conceptual Design for Little Beach Park Expansion

Tentative Work Plan - exact dates of meeting to be announced.

APRIL 7, 2022

LITTLE BEACH RECREATION AREA PLAN  
MINTURN, CO



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## V. Summary of Input

Through-out the course of the project, the planning team received significant input from multiple stakeholders and individuals. Most of this input was delivered via direct one-on-one engagement during the course of meetings, site visits and events conducted by the team at different stages in the process. In some cases, there was input delivered via written email, in follow-up to some of the public engagement events. This section of the plan summarizes general themes expressed by community members and stakeholders, and then specific input received for each of the key facilities and areas of the planning study.

The input received is then synthesized into the plan recommendations that are covered in Section VI of this report.

### General Themes

Following are some of the key themes from the input received during the course of the project:

1. Support for the vision for a recreation based plan to unify the uses in this area of Town.
2. Greater clarity on the location and primary access to each facility with maps and a way-finding system for orientation.
3. New connections and linkages between this area of town with other neighborhoods, and new connections between facilities within the study area.
4. Overall need to increase the level of safety of the area for pedestrians and cyclists as there is more activity in the area and sometimes overlapping activities.
5. Improvements to existing park and recreation facilities and new recreation facilities to enhance the overall user experience and create greater synergy between uses.
6. Celebrate the history of Town in the area via the Cemetery presence and the railroad historic use.
7. More emphasis on the Eagle River as a key natural amenity within the study area.
8. Bathroom facilities in a central location serving the area, to replace the existing bathrooms at the park.
9. Secondary access into the area for emergency service and additional connectivity.
10. Trail connection(s) to the Two Elk trail in addition to the existing road, to improve overall safety.
11. New pedestrian bridge across the Eagle River on south end of Town to connect to the recreation area.



Community members attend the Open House and provide input to the planning team



## V. Summary of Input (continued)

### Summary of Input on Specific Facilities

This section summarizes input received for each of the specific facilities and areas of use within the study boundary. The input is listed in no particular order of priority.

#### Little Beach Park

1. Eliminate the driveway and small parking lot on the north side of the Park. Convert these spaces to park uses.
2. Upgrade or replace the bathrooms with new ones.
3. Update the playground equipment.
4. Create a new multi-use court in the location of parking and the current bathrooms.
5. Add additional park amenities such as picnic tables, benches, and site furnishings.
6. Enhance access to Eagle River while promoting safety during high water times of year.
7. Confirm stability of timber retaining wall.
8. Integrate educational elements into the Park.

#### Little Beach Amphitheater

1. Expand and add more lawn seating area.
2. Re-grade the access path from the upper parking lot to the stage so it is not as steep for service, operations, and for guests. Make it ADA accessible.

3. Develop new bathroom and concessions facilities at the top, near the main parking lot.
4. Create a main entrance that is a clear point of arrival into the amphitheater.
5. Add a green room to the back of the stage that is covered and provides shade and cover from rain.
6. Add power to the large parking lot.
7. Add power plugs on the stage.
8. Consider a loading dock on the west side of the stage.
9. Add vehicle access from the west for loading and unloading.
10. Enhance and formalize the main upper parking lot serving the Amphitheater.

#### Minturn Cemetery

1. Potential expansion of the Cemetery to the east or to the north for future burial areas, based on limited inventory of gravesites.
2. Use Cemetery as vehicle to promote and educate community on Town's and region's history.
3. Pave the road in front of the Cemetery.
4. Screen between Cemetery and the Public Works facility to address compatibility of facilities.
5. Enhance the character of the Mini Mile Trailhead and Public Utilities shed at the north end of the Cemetery.
6. Build new maintenance shed to protect maintenance and burial equipment during winter conditions.



View of the Cemetery in the foreground and Public Works in the background from the Mini Mile Trail





## V. Summary of Input (continued)

### Public Works Facility

1. Keep the facility where it is currently located, due to the central location and proximity to areas of Town it serves.
2. Bunker the Public Works Facility into the hillside and conceal it from view as much as possible.
3. Potential Public Works Facility expansion to the East or South for additional storage and operations.
4. Screen the facility from adjacent uses, especially the Cemetery.
5. As a long-term goal, consider relocating some of the operational uses elsewhere in Town, if there is a viable possibility that presents itself that makes sense.

### Storage Yards / Batch Plant

1. Over time, reclaim some or all of the leased storage yards as future park uses compatible with the Bike Park, Mini-Mile trail and other recreational activities in the area.
2. Create a large green park space for recreation multi-use compatible with the bike park and to satisfy a community need as it does not exist elsewhere within walking distance from the major residential neighborhoods.

3. When feasible economically, phase out the leasing of storage yards and convert the lands to recreation uses more compatible with the surrounding land-uses.

### Minturn Bike Park

1. Park is largely built out and not planning to expand.
2. Add more shade into the future with greater use of the park.
3. Enhance the entrance into the park.
4. Organize and formalize the parking lot so it is more efficient.
5. Create a large lawn green space next to the Park.

### Mini-Mile Trail

1. Improve signage at the northern trailhead.
2. Place trail on way-finding maps of area.
3. Connect trail to future trails, especially to the south toward Two Elk.
4. Ensure wildlife closures are obeyed in order to protect local wildlife, especially elk.



Storage Yards on Town of Minturn leased lots and the concrete batch plant and Public Works in the background.

## VI. Plan Recommendations

This section of the plan summarizes the plan recommendations based on the input received. The recommendations for the overall study area are expressed graphically and spatially in the Conceptual Framework Plan for the study on the following page, and the Concept Plan for the Park and Amphitheater.

### General Plan Recommendations

#### 1. Wayfinding and Directional Signs and Information

**Kiosk(s)** for the area, with a central orientation point at the parking area above Little Beach Amphitheater.

2. Centrally located **year-round bathrooms** located at the top of the Little Beach Amphitheater to serve visitors to the area and support events at the Amphitheater.

3. New pedestrian access from the Cemetery Bridge via a **Riverside Trail** to access the park and playground, and amphitheater.

4. A **new trail connection** between the Amphitheater continuing south to the Cemetery and Bike Park, and to give users an alternative to walking on the road alongside vehicular traffic.

5. A **secondary access into the study area from Hwy 24**, with a bridge across the Eagle River and connecting into the project area. This is intended to provide additional access for emergency response and a new pedestrian connection. Ideally this crossing would be established near the Eagle County Boneyard Open Space and the Maloit Park road to provide connectivity between existing open space and park uses.

6. **Expansion of the Little Beach Amphitheater** area to the south (reference additional detail and discussion).

7. **Future park and recreation facilities adjacent to the Bike Park**, at a future time when the leasing of the storage yards is no longer necessary.

8. **Expansion of the Minturn Riverview Cemetery to the east** in adjacent parcel of land that sits above the Public Works facility.

9. Long-term, if feasible, **relocation of the Public Works facility** to another viable site.





# VI. Plan Recommendations

## Plan Recommendations for Specific Facilities

### Little Beach Park

1. Eliminate the driveway and small parking lot on the north side of the Park. Convert these spaces to park uses.
2. Upgrade or replace the bathrooms with new ones.
3. Update the playground equipment.
4. Create a new multi-use court in the location of parking and the current bathrooms.
5. Add additional park amenities such as picnic tables, benches, and site furnishings.
6. Enhance access to Eagle River while promoting safety during high water times of year.
7. Confirm stability of timber retaining wall.
8. Integrate educational elements into the Park.





# VI. Plan Recommendations

## Little Beach Amphitheater

1. Expand and add more lawn seating area.
2. Re-grade the access path from the upper parking lot to the stage so it is not as steep for service, operations, and for guests. Make it ADA accessible.
3. Develop new bathroom and concessions facilities at the top, near the main parking lot.
4. Create a main entrance that is a clear point of arrival into the amphitheater.
5. Add a green room to the back of the stage that is covered and provides shade and cover from rain.
6. Add power to the large parking lot.
7. Add power plugs on the stage.
8. Consider a loading dock on the west side of the stage.
9. Add vehicle access from the west for loading and unloading.
10. Enhance and formalize the main upper parking lot serving the Amphitheater.





# VI. Plan Recommendations



Existing Playground



Existing Bathrooms



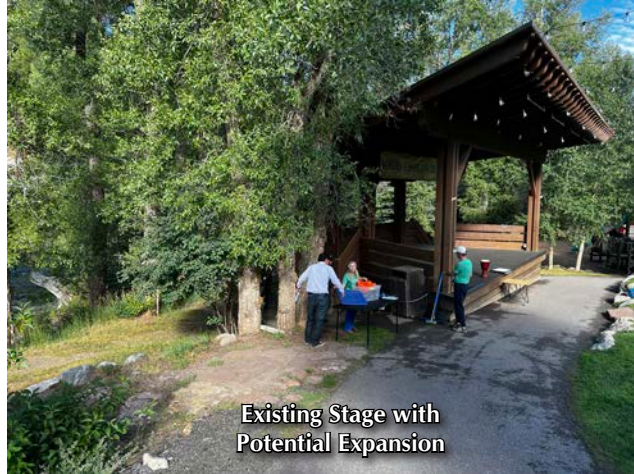
Existing Path to Stage with Potential Realignment



Existing Stage with Potential New Loading Dock



Existing Path to Park



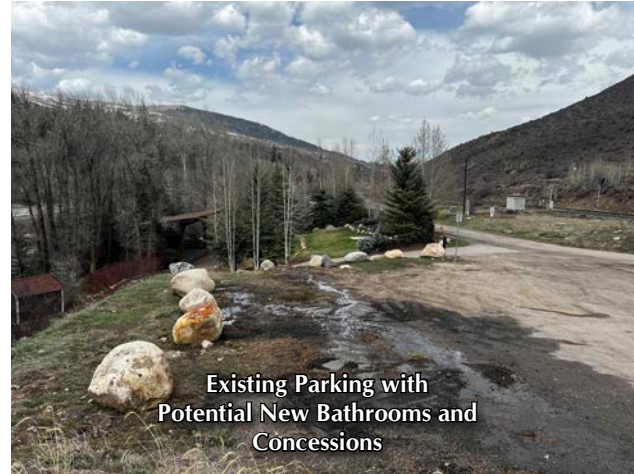
Existing Stage with Potential Expansion



Existing Back of Stage with Potential Greenroom



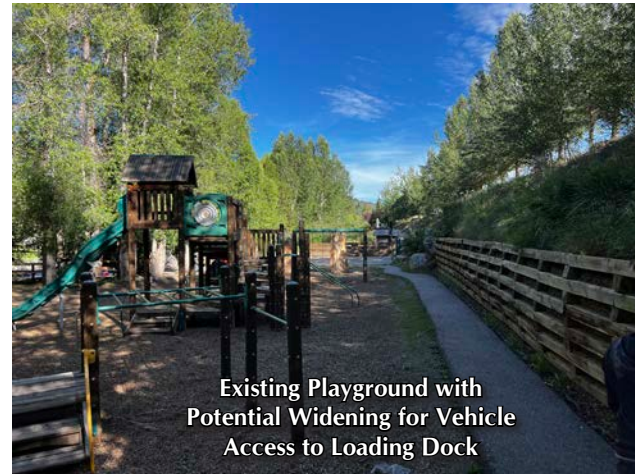
Existing Basketball Court



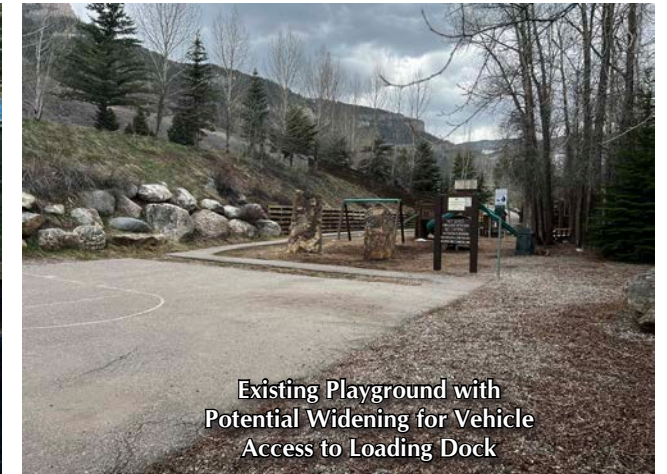
Existing Parking with Potential New Bathrooms and Concessions



Existing Lawn Seating



Existing Playground with Potential Widening for Vehicle Access to Loading Dock



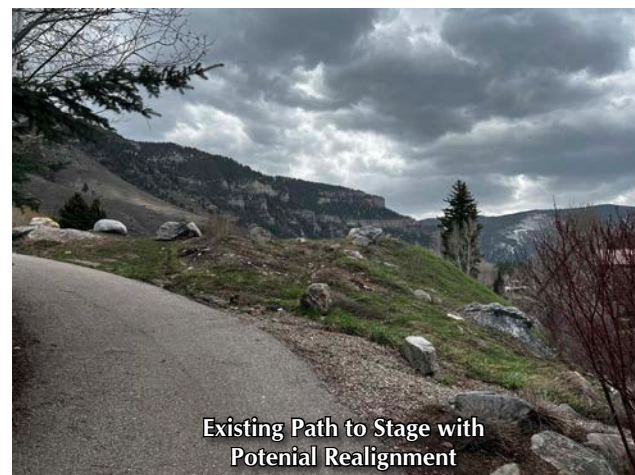
Existing Playground with Potential Widening for Vehicle Access to Loading Dock



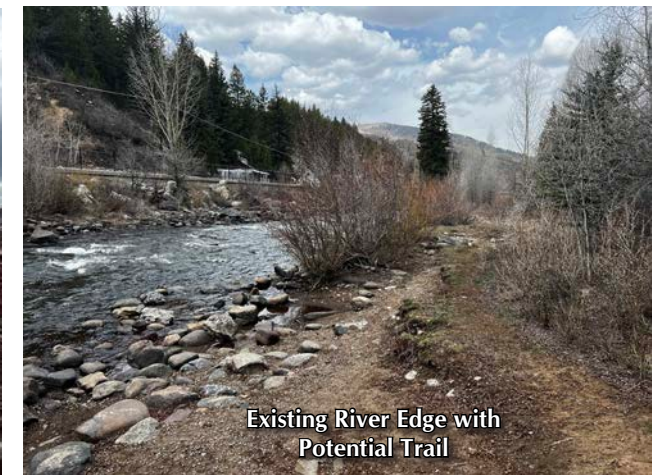
Existing Playground with Potential Widening for Vehicle Access to Loading Dock and New Multi-Use Court



Existing Playground



Existing Path to Stage with Potential Realignment



Existing River Edge with Potential Trail

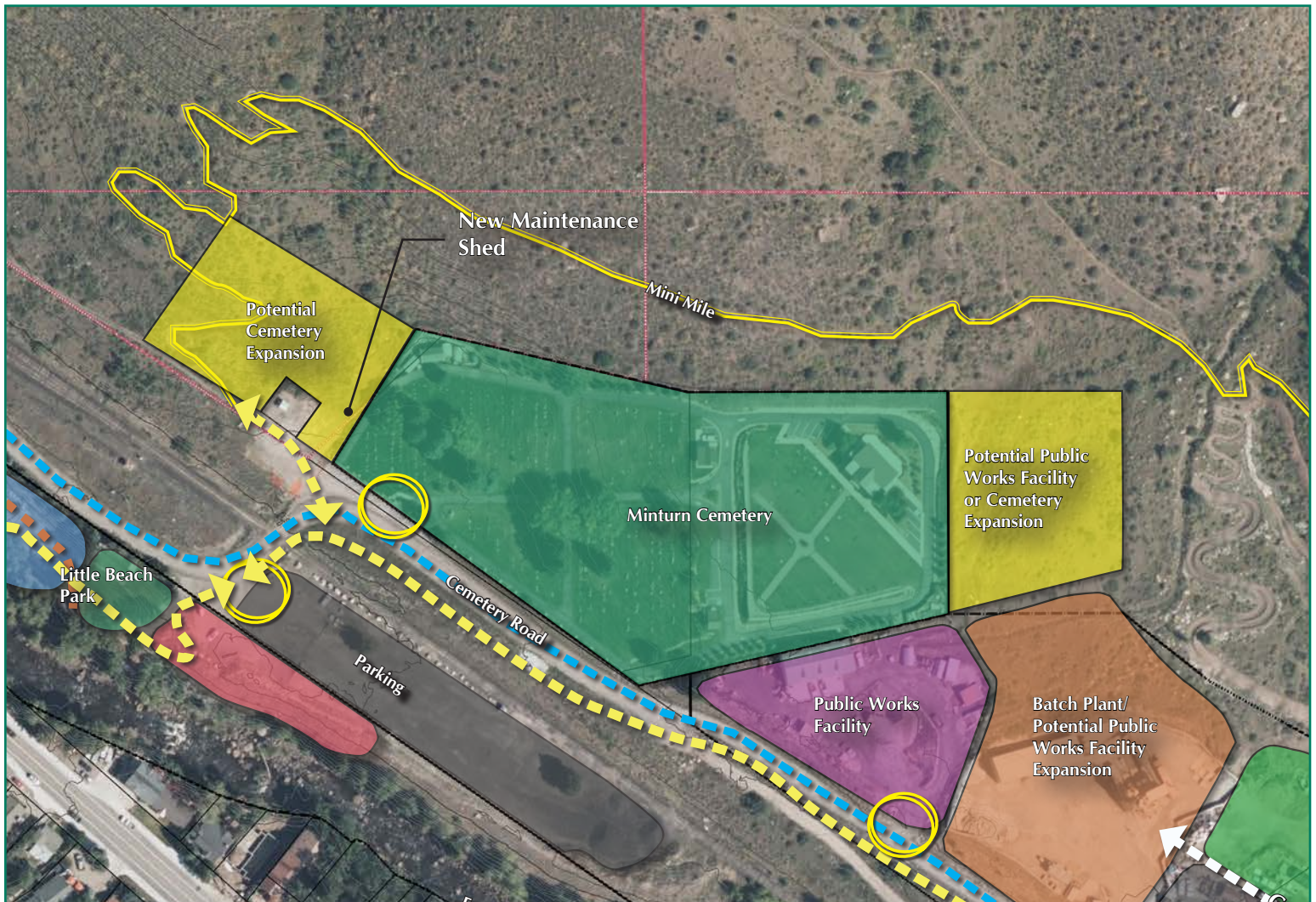




# VI. Plan Recommendations

## Minturn Cemetery

1. Potential expansion of the Cemetery to the east or to the north for future burial areas, based on limited inventory of gravesites.
2. Use Cemetery as vehicle to promote and educate community on Town's and region's history.
3. Pave the road in front of the Cemetery.
4. Screen between Cemetery and the Public Works facility to .
5. Enhance the character of the Mini Mile Trailhead and Public Utilities shed at the north end of the Cemetery.
6. Build new maintenance shed to protect maintenance and burial equipment during winter conditions.



Potential expansion areas for the Public Works Facility and the Minturn Cemetery





# VI. Plan Recommendations

## Public Works Facility

1. Keep the facility where it is currently located, due to the central location and proximity to areas of Town it serves.
2. Bunker the Public Works Facility into the hillside and conceal it from view as much as possible.
3. Potential Public Works Facility expansion to the East or South for additional storage and operations.
4. Screen the facility from adjacent uses, especially the Cemetery.
5. As a long-term goal, consider relocating some of the operational uses elsewhere in Town, if there is a viable possibility that presents itself that makes sense.

## Storage Yards / Batch Plant

1. Over time, reclaim some or all of the leased storage yards as future park uses compatible with the Bike Park, Mini-Mile trail and other recreational activities in the area.
2. Create a large green park space for recreation multi-use compatible with the bike park and to satisfy a community need as it does not exist elsewhere within walking distance from the major residential neighborhoods.
3. When feasible economically, phase out the leasing of storage yards and convert the lands to recreation uses more compatible with the surrounding land-uses.



Potential expansion areas for the Public Works Facility and Long-term use of the Storage Yards





# VI. Plan Recommendations

## Minturn Bike Park

1. Park is largely built out and not planning to expand.
  2. Add more shade into the future with greater use of the park.
  3. Enhance the entrance into the park.
  4. Organize and formalize the parking lot so it is more efficient.
  5. Create a large lawn green space next to the Park.
4. Ensure wildlife closures are obeyed in order to protect local wildlife, especially elk.

## Mini Mile Trail

1. Improve signage at the northern trailhead.
2. Place trail on way-finding maps of area.
3. Connect trail to future trails, especially to the south toward Two Elk.

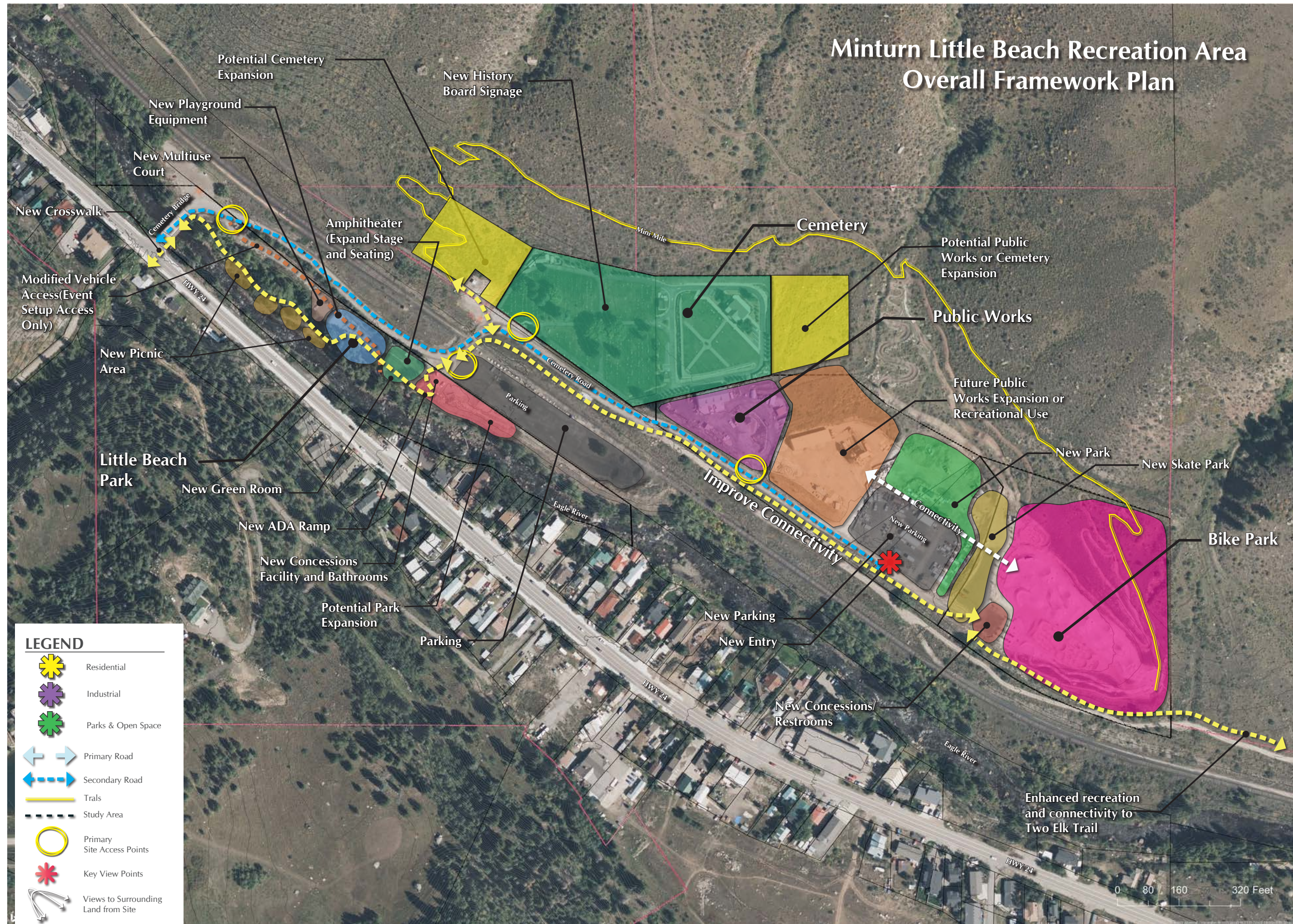


Potential Long-term Use of the Minturn Bike Park and Mini Mile Trail Improvements





# VI. Plan Recommendations





# VI. Plan Recommendations





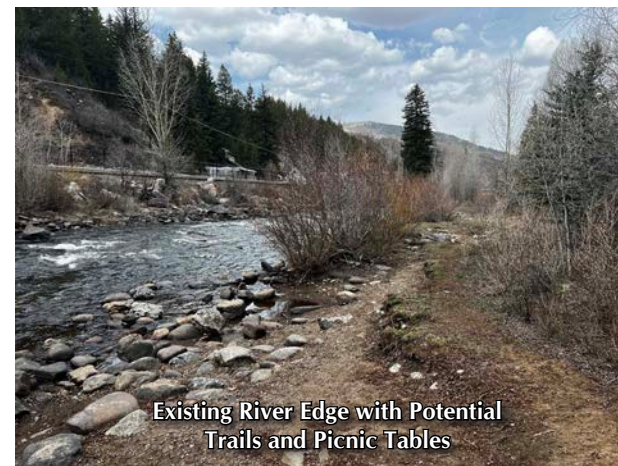
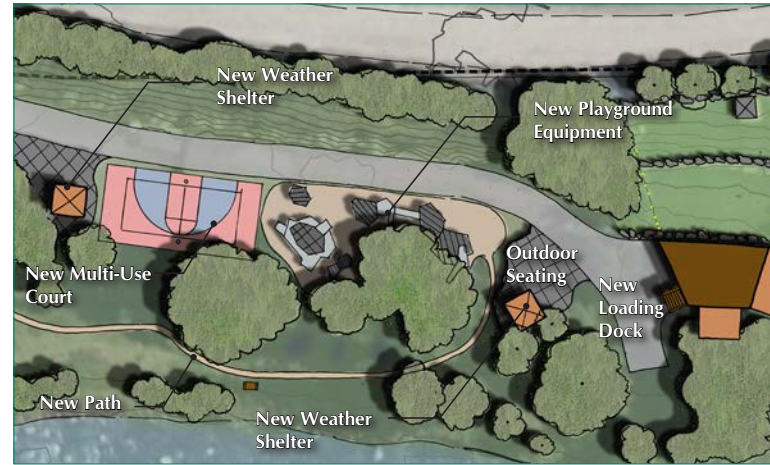
## Little Beach Park



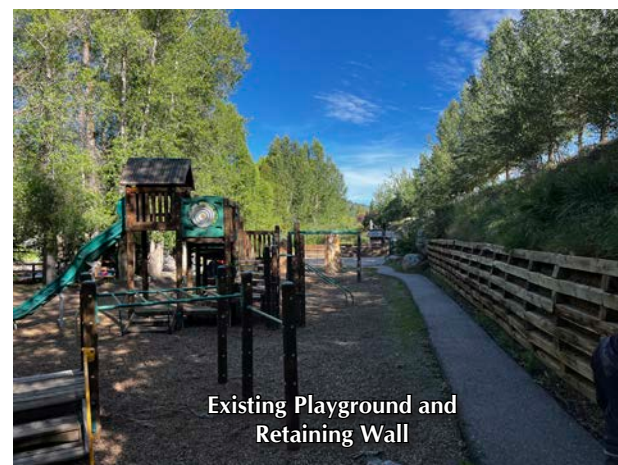
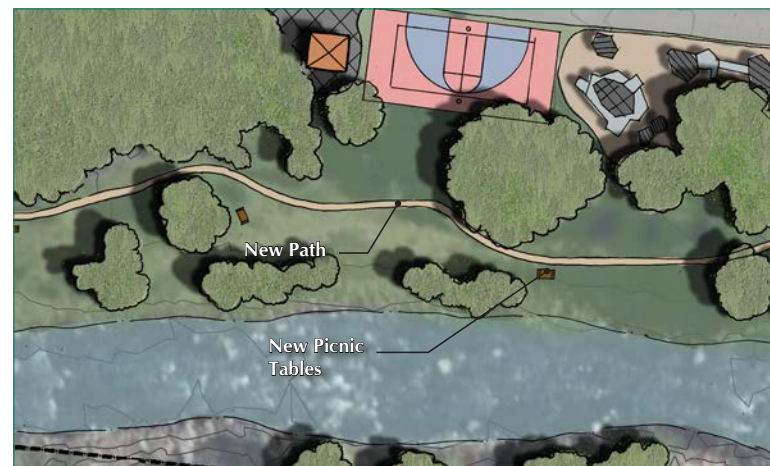
Existing Access Into Park



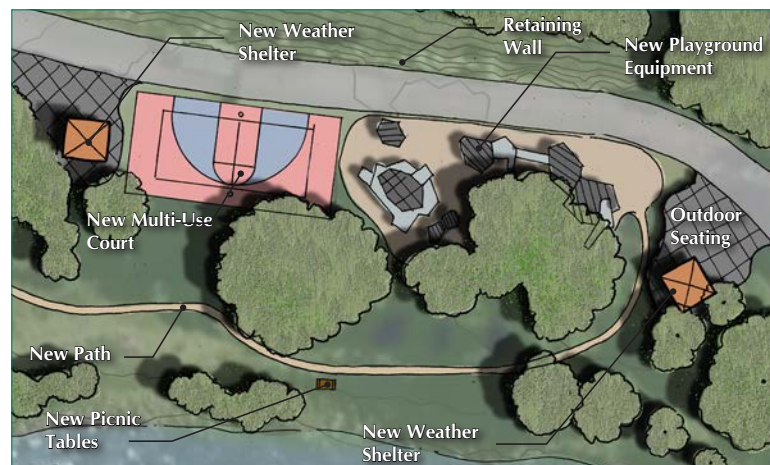
Existing Playground



Existing River Edge with Potential Trails and Picnic Tables



Existing Playground and Retaining Wall



- Eliminate the use of the small parking lot on the north side of the Park. Convert this space to park uses.
- Upgrade or replace the bathrooms with new ones.
- Create a new multi-use court in the location of the parking and the current bathrooms.

- Update the playground equipment and re-arrange the layout to allow a service drive connection to the back of the covered stage.

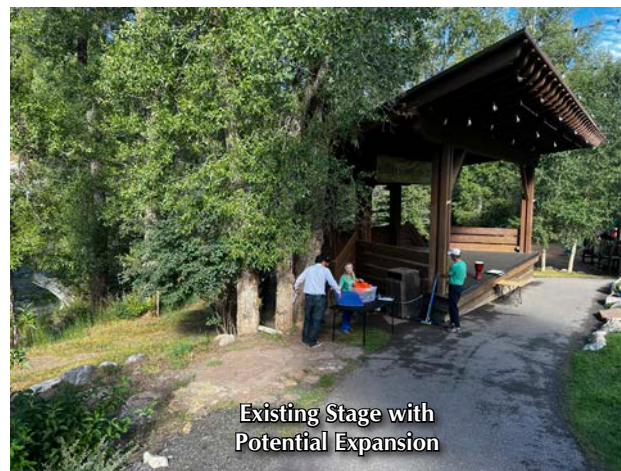
- Consider new spots for picnic tables along the driveway route and facing the River. Consider adding interpretive environmental education stations along the corridor to engage with the River.

- Add additional park amenities such as picnic tables, benches, and site furnishings.
- Confirm stability of timber retaining wall.

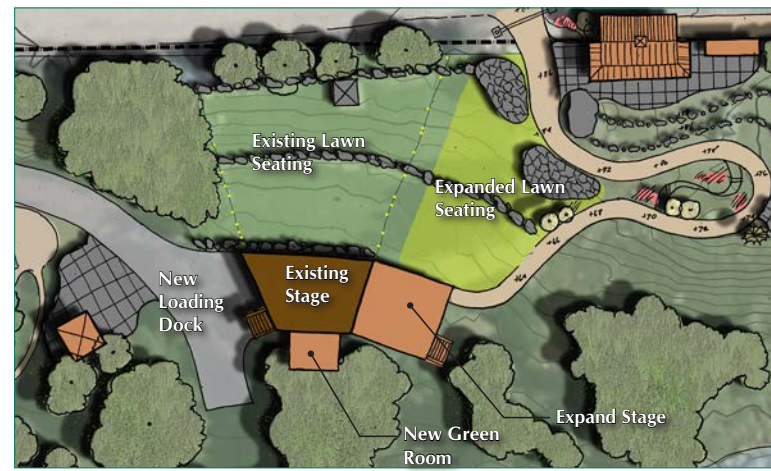




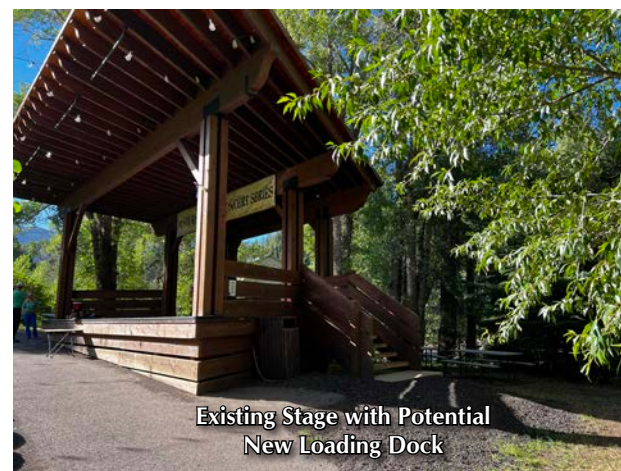
## Little Beach Amphitheater



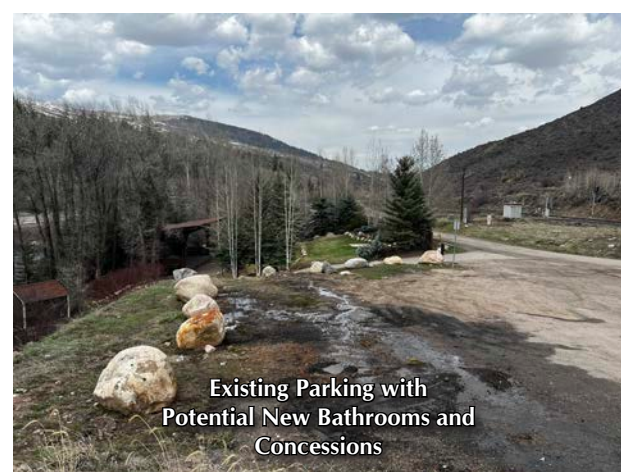
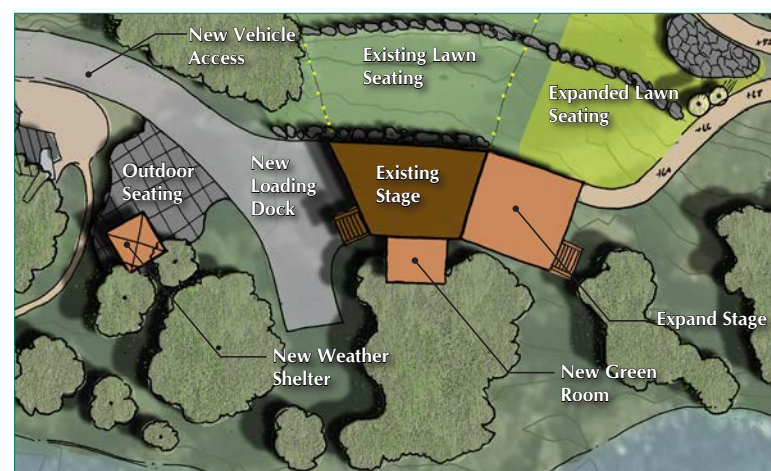
Existing Stage with Potential Expansion



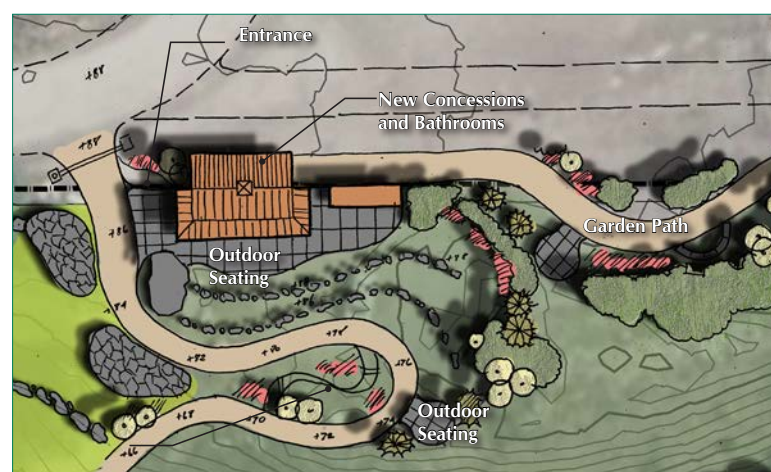
Existing Path to Stage with Potential Realignment



Existing Stage with Potential New Loading Dock



Existing Parking with Potential New Bathrooms and Concessions



- Expand and add more lawn seating area to the east by cutting into and terracing the existing hillside, similar to the existing lawn seating.
- Expand the stage to the south with an additional wing and platform.
- Re-grade the access path from the upper parking lot to the stage so it is not as steep for service, operations, and for guests. Make it ADA accessible.
- Develop new bathroom and concessions facilities at the top, near the main parking lot.
- Create a main entrance that is a clear point of arrival into the amphitheater and can serve as ticket check during ticketed events.
- Add a green room to the back of the stage that is covered and provides shade and cover from rain.
- Add power to the large parking lot.
- Add power plugs on the stage.
- Add vehicle access from the west for loading and unloading in coordination with the playground equipment replacement and a new layout.
- Enhance and formalize the main upper parking lot serving the Amphitheater.





# VI. Plan Recommendations





# VI. Plan Recommendations





## VII. Conclusion

The Little Beach Recreation Plan seeks to develop a more integrated and interconnected recreation area with the developed areas of Town for the use and enjoyment of residents and visitors. Ultimately, the plan seeks to protect the scenic and natural value of the area and leverage its potential as open space and recreation for the long-term environmental and economic sustainability of the Town.

The land ownership in the area is a mix of federal, private, and Town-owned lands. Therefore the implementation of the plan will require cooperation and coordination between these stakeholder entities to establish new trails, access points, and services throughout the area.

Multi-party easements and land use agreements are likely to be needed to ‘pull-off’ some of the big picture aspirations of the Town to create a unified plan for the Little Beach area. The benefit in doing so is a more cohesive framework for all land owners, improved access for use and maintenance and emergency services, and a more accessible and better connected experience for the community and its guests.

This plan is intended to start a new vision for this area of Town, and should be revisited and amended as necessary, based on changing conditions and to best accommodate and meet the needs of the Town’s residents.





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## FUTURE MEETING AGENDA ITEMS

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

### December 7, 2022

- FY 2023 2ND reading of Budget Ordinances
- Resolution 38 – Series 2022 A Resolution Approving an Historic Preservation Plan
- Resolution 39 – Series 2022 A Resolution Supporting Minturn’s Application to become a Certified Local Government
- Ordinance 22 – Series 2022 (First Reading) An Ordinance approving an application for historic designation of the Downtown Minturn Water Tank
- Discussion/Direction – Little Beach Park Sub Area Master Plan Review – Zehren & Associates

### December 21, 2022

- Special Presentation – Scholarship Fund overview by Fraser Horn
- Ordinance \_\_\_ - Series 2022 (Second Reading) An Ordinance approving an application for historic designation of the Downtown Minturn Water Tank
- Ordinance \_\_\_ - Series 2022 (First Reading) An Ordinance approving an application for historic designation of the Minturn Saloon
- Resolution \_\_\_ - Series 2022 A Resolution Approving the 2023-2025 Minturn Strategic Plan
- Special Presentation – Scholarship investments – Fraser Horn (Scholarship Committee Invited)
- Resolution \_\_\_ - Series 2022 – A Resolution Approving the Little Beach Park Sub Area Master Plan
- Resolution \_\_\_ - Series 2022 A Resolution Approving the 2022 Minturn Community Plan
- Discussion/Direction – Minturn Community Plan

### January 4, 2023

- Groundwater Cleanup update – Shop & Hop
- Consent Agenda: Resolution 01 – Series 2022 a Resolution setting the official posing sites for the Town of Minturn

### Dates to be Determined

- January 18, 2023 – Review Renewal of Ordinance 05 – Series 2020; An Ordinance Renewing a Water Tap Moratorium
- January 18, 2023 - Eagle County School District Fee in Lieu Discussion
- Chapter 16 Zoning Amendments
- Assessment of UPRR property