



Wednesday, December 21, 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.

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/81527493686>

Zoom Call-In Information: **1 651 372 8299 or 1 301 715 8592 Webinar ID: 815 2749 3686**

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.

2. EXECUTIVE SESSION

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

- Water Court Case 2020CW3136 - Holland & Hart – Siltanen/Ryan
- Belden Court Case CV300054 - Poppe/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 December 7, 2022 Meeting Minutes Pg 4

4.2 Rocky Mountain Taco annual renewal of a Fermented Malt Beverage (City) Liquor license; 291 Main St, Chris McGinnis Owner/Manager Pg 15

- 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.

- Scholarship investments – Fraser Horn (Scholarship Committee Invited)

- 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 Ordinance 22 – Series 2022 (Second Reading) An Ordinance approving an application for historic designation of the Downtown Minturn Water Tank Pg 18

9.6 Resolution 41 – Series 2022 A Resolution approving an amendment to the Town Manager Contract Pg 32

9.7 Resolution 42 – Series 2022 A Resolution approving Eagle County Sheriff’s IGA Amendment #3 Pg 35

10. DISCUSSION / DIRECTION ITEMS

10.1 Review and Direction for the 2023-2025 Minturn Strategic Plan Pg 46

11. STAFF REPORTS

12. COUNCIL COMMENTS & COMMITTEE REPORTS

- Eagle County Regional Transit Authority update

13. FUTURE AGENDA ITEMS Pg 63

14. ADJOURN

INFORMATIONAL ONLY ITEMS

Town Hall Closed:

- December 26th – Christmas
- January 2nd (2023) – New Year's

Upcoming Council Meetings:

- January 4, 2023
- January 18, 2023
- February 1, 2023



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

OFFICIAL MINUTES

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

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MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION

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

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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 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

Motion by Gusty K., second by George B., to convene in 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. Motion passed 7-0.

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

Staff present: Attorneys Michael Sawyer and Justin Plaskov. Note: Michelle Metteer was excused absent.

3. ROLL CALL & PLEDGE OF ALLEGIANCE

The meeting convened in Regular Session at 5:44 pm.

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

Staff present: Attorney Michael Sawyer (Zoom), Planner I Madison Harris (zoom), and Town Clerk/Treasurer Jay Brunvand. Note: Michelle Metteer was excused absent.

- 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

Motion by Terry A., second by Gusty K. to approve the Minutes of November 16, 2022 as presented. Motion passed 7-0.

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

Motion by Gusty K., second by Kate S., to approve the Agenda of November 16, 2022 as presented. Motion passed 7-0.

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.

Terry A. presented to the town a Minturn Summer Concert Series and the Hometown Throwdown posters that were framed and signed by all the musicians.

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

Madison H. presented 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.

Earle B. thanked those that have participated in this process to include Town manager Michelle M., Town Planner Madison H., and the sitting HPC Commissioners.

Terry A. also recognized the work thus far.

Motion by Gusty K., second by Terry A., to approve Resolution 38 – Series 2022 a Resolution approving an Historic Preservation Plan for the Town of Minturn as presented. Motion passed 7-0.

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

Madison H. presented 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.

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.

Lynn F. noted a couple of typos which will be corrected.

Motion by George B., second by Kate S., to approve Resolution 39 – Series 2022 a Resolution supporting the Town of Minturn’s application to become a Certified Local Government as presented. Motion passed 7-0.

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

Madison H. presented 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.

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:

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

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

- 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.
- The Town Council shall review the application for conformance with this Article 4.
- 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.

George B. asked if the tank was secure on the hillside and asked maybe it be reviewed by an engineer. Discussion ensued that it was secure but it would be confirmed.

Public Hearing Opened

Ms. Tracy Anderson, HPC Commissioner, comment on how well this process is working and supported the action.

Public Hearing Closed

Motion by Kate S., second by Gusty K., to approve Ordinance 22 – Series 2022 (First Reading) an Ordinance amending the Town’s Historical Register by adding the Minturn Water Tank – Parcel Number: 2103-263-00-009 as presented. Motion passed 7-0.

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

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.

It was agreed Earle B. would be the Director and George B. would be alternate Director.

Motion by Terry A., second by Tom S., to approve Resolution 40 – Series 2022 appointing Earle B. as Director and George B. as Alternative Director to serve on the Eagle Valley Transportation Authority (EVTA) Board of Directors. Motion passed 7-0.

9.5 Ordinance 18 – Series 2022 (Second 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. 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. Changes from first reading are shown in Red.

Public Hearing Opened
No Public Comment
Public Hearing Closed

Motion by Kate S., second by Tom S. , 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) as presented. Motion passed 7-0.

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

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%.

Recess was called by Michael S. to speak with the Mayor, at the end of the recess no direction was given.

Public Hearing Opened
No Public Comment
Public Hearing Closed

Motion by Terry A., second by Tom S., 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 as presented. Motion passed 7-0.

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

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. 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.

Public Hearing Opened
No Public Comment
Public Hearing Closed

Motion by Gusty K., second by Tom S., 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. Motion passed 7-0.

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

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 George B., second by Terry A 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. Motion passed 7-0.

10. DISCUSSION / DIRECTION ITEMS

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

Presenting the plan were Padro Compos and Mike Jackson of Zahren and Associates.

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 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.

Gusty K. asked of a survey showing where property lines are of the various uses. Other than the Cemetery all land is owned by the town.

Lynn F. asked about the land given by Vail Associates and asked what is covered by this. Discussion ensued as to the constraints on the land. It was noted the VA land is limited to uses for the public good. It was noted the uses of the leased areas and that those areas should not have current and future names associated with the lease holders.

Terry A. wanted to make sure this would be appropriate to show how this park and use works with the entire town including trail and bike connections. Terry A. felt it important to identify the town recreation needs as we continue to grow.

Discussion ensued as to the proposed uses of the area, council was in support of this but noted that things could change over time. The idea would be to make the identified bubbles broader in definition.

Bill Hoblitzer discussed the park and nonvehicular traffic access to the area and within the area as well as use of public lands in the area.

Council was in support of the general planning.

11. STAFF REPORTS

11.1 Town Manager Update

12. COUNCIL COMMENTS & COMMITTEE REPORTS

Earle B. noted how hard Public Works has been working to clear the snow from the streets and sidewalks. He asked that citizens not push snow into the road, especially after the plow truck has already been by.

George B. noted the town tree Christmas lighting ceremony. He noted the giving tree sponsored by the Minturn Community Fund. Giving ornaments are on the tree in the Townhall lobby for those wanting to participate.

13. FUTURE AGENDA ITEMS

14. ADJOURN

Motion by Tom S., second by Kate S., to adjourn the meeting at 7:25 pm.

Earle Bidez, Mayor

ATTEST:

Jay Brunvand, Town Clerk

INFORMATIONAL ONLY ITEMS

Town Hall Closed:

- December 26th – Christmas
- January 2nd, 2023 – New Year's

Upcoming Council Meetings:

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



To: Mayor and Council

From: Jay Brunvand

Date: December 21, 2022

Agenda Item: Annual renewal of Hotel and Restaurant Liquor License

REQUEST:

Staff is requesting Council to review and approve the attached annual renewal of a Beer and Wine Liquor License for the Rocky Mountain Taco llc located at 291 Main St.

INTRODUCTION:

This establishment has an existing B&W License and this is the annual renewal.

ANALYSIS:

Not Applicable

COMMUNITY INPUT:

Not Applicable

BUDGET / STAFF IMPACT:

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

STRATEGIC PLAN ALIGNMENT:

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

RECOMMENDED ACTION OR PROPOSED MOTION:

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

ATTACHMENTS:

- Application and supporting documentation for the license renewal.

Submit to Local Licensing Authority

ROCKY MOUNTAIN TACOS LLC
P.O. BOX 172 1402
Avon CO 81620
Minturn, CO 81645

Fees Due	
Renewal Fee	401.25
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$

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

Retail Liquor or Fermented Malt Beverage License Renewal Application

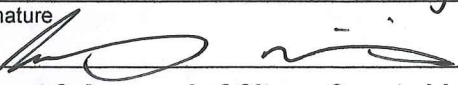

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name ROCKY MOUNTAIN TACOS LLC		Doing Business As Name (DBA) ROCKY MOUNTAIN TACOS LLC	
Liquor License # 03-13037	License Type Beer & Wine (city)		
Sales Tax License Number 30860025	Expiration Date 02/24/2023	Due Date 01/10/2023	
Business Address 291 MAIN STREET Minturn CO 81645			Phone Number 9704014443
Mailing Address P.O. BOX 172 Avon CO 81620		Email <i>70 Box 1402 MINTURN, CO 81645</i> Rockymountaintaco@gmail.com	
Operating Manager <i>Chris mcginnis</i>	Date of Birth 7/9/81	Home Address 301 Boulder Street minturn co 81645	Phone Number 970-401-4443
1. Do you have legal possession of the premises at the street address above? <input type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease <u>9/24</u>			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery			
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. Yes No

8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. Yes No

Affirmation & Consent		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business	Title	
Chris McGinnis	owner	
Signature	Date	
	12/1/22	
Report & Approval of City or County Licensing Authority		
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.		
Therefore this application is approved.		
Local Licensing Authority For	Date	
Town of Montezuma		
Signature	Title	Attest
	Mayor	



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

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

Actual (2022)	\$259,120
Assessed	\$75,140
Exempt	(\$75,140)
Total Taxable	\$0
Tax Area: 024	Mill Levy:
	72.0450
Type Actual	Assessed Acres
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 7th 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 21st 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 21st 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 21, 2022
Agenda Item: Resolution 41 – Series 2022

REQUEST:

Council is asked to approve Resolution 41 – Series 2022.

INTRODUCTION:

Over the past several weeks Council has provided the Town Manager with her annual review and has reviewed the Manager's contract. The Council has made several changes to the existing contract to allow for an annual raise, increased car allowance, maintenance to the Town Manager's House located at 210 Eagle St, and extending the term of the contract. This Amendment #3

ANALYSIS:

N/A

COMMUNITY INPUT:

N/A

BUDGET / STAFF IMPACT:

All items included within the Amendment have been allocated within the 2023 budget.

STRATEGIC PLAN ALIGNMENT:

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

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to approve Resolution 41 – Series 2022 a Resolution to approve a third amendment to the Town Manager's Employment Agreement as presented.

ATTACHMENTS:

- Resolution 41 – Series 2022

**TOWN OF MINTURN, COLORADO
RESOLUTION NO. 41 – SERIES 2022**

**A RESOLUTION TO APPROVE A THIRD
AMENDMENT TO THE TOWN MANAGER'S
EMPLOYMENT AGREEMENT**

This THIRD AMENDMENT TO EMPLOYMENT AGREEMENT is made this 21st day of December 2022, by and between the Town of Minturn, Colorado (the “Town”), and Michelle Metteer (“Metteer”).

WHEREAS, the Town and Metteer entered into an Employment Agreement on December 6, 2017, a First Amendment to the Employment Agreement on November 6, 2019, and a Second Amendment to the Employment Agreement on October 8, 2021 (together, the “Employment Agreement”);

WHEREAS, Metteer has served as Town Manager with distinction for over five years and received positive employment reviews; and

WHEREAS, the Town desires to revise the Employment Agreement consistent with the terms and conditions discussed below.

NOW THEREFORE, in consideration of the promises and covenants contained herein, the parties agree as follows:

1. Term. Section 2 of the Employment Agreement is amended and restated as follows:

The term of this agreement shall end on December 31, 2024, subject to annual Appropriation of funds. This agreement may be extended for an additional period by mutual agreement of the parties.

2. Compensation and Benefits. Section 3 of the Employment Agreement is amended and restated as follows:

In consideration for the services specified herein by Metteer, Town agrees, starting on January 1, 2023, to pay Metteer for her services rendered at an annual rate of \$129,334 to be payable in accordance with Town policy. Town shall provide Metteer a car allowance of four hundred dollars (\$400.00) per month to be included in her monthly taxable compensation. Metteer shall also be entitled to participate in those programs and receive those benefits offered by Town to its full-time exempt employees, as such benefits may be amended by the Town in its discretion. In addition, the Town shall grant Metteer a license to occupy the premises located at 210 Eagle Street as set forth in Section 5 below. Metteer’s salary may be increased by Town Council during the annual budgeting process without effectuating a subsequent amendment of the Employment Agreement.

3. Residence. Section 5.A. of the Employment Agreement is amended and restated as follows:

A. Metteer shall reside within 15 roadway miles (as calculated by a program such as google maps) of the Town as a condition of employment during the term of this Agreement. As part of Metteer's compensation, the Town shall offer Metteer a license to occupy the Town-owned premises located at 210 Eagle Street (the "Premises"). Metteer shall pay all costs and expenses attributable to the housing (with the exception of internet, water and sewer) including ordinary maintenance and repair, electric/gas, and renter's insurance in reasonable amounts required by the Town. During the year 2023, the Town will appropriate \$2,500 towards permanent improvements to the Premises.

4. All other terms and conditions of the Employment Agreement, as amended by the First and Second Amendment to the Employment Agreement, shall remain unchanged.

IN WITNESS WHEREOF, the parties have executed this Second Amendment to Employment Agreement as of the date first above written.

EMPLOYER:
TOWN OF MINTURN,
COLORADO

EMPLOYEE:
MICHELLE METTEER

By: _____
Mayor

Michelle Metteer

ATTEST:

Town Clerk

Glenwood Springs – Main Office

201 14th Street, Suite 200
P. O. Drawer 2030
Glenwood Springs, CO 81602

Aspen

0133 Prospector Rd.
Suite 4102J
Aspen, CO 81611

Montrose

1544 Oxbow Drive
Suite 224
Montrose, CO 81402

Office: 970.945.2261

Fax: 970.945.7336

*[*Direct Mail to Glenwood Springs](#)*

DATE: December 14, 2022
TO: Minturn Mayor and Council
FROM: Karp Neu Hanlon, P.C.
RE: Eagle County Sheriffs Office IGA

The Eagle County Sheriff has submitted an Amended and Restated Intergovernmental Agreement (IGA) to renew the existing arrangement for law enforcement coverage of the Minturn area. This agreement is in substantially the same form as the previous versions, which were approved in 2018 and 2021, which is set to expire at the end of this month. The revised IGA increases the coverage levels due to increased visitation and marginal population increase. Concurrently, the cost of services is increasing due to that coverage, inflation, and based on the Sheriff's Office's salary survey. Below are the costs of this arrangement during the present term of the IGA, which by this amendment is being extended to 2026.

2019: \$347,651
2020: \$358,080
2021: \$368,822
2022: \$379,887
2023: \$427,373
2024: \$440,194
2025: \$453,400
2026: \$467,000

**TOWN OF MINTURN, COLORADO
RESOLUTION NO. 42 – SERIES 2022**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
MINTURN, COLORADO, AUTHORIZING THE TOWN MANAGER TO
EXECUTE AN INTERGOVERNMENTAL AGREEMENT FOR
COOPERATIVE LAW ENFORCEMENT SERVICES BY AND BETWEEN
THE TOWN OF MINTURN, COLORADO AND THE COUNTY OF
EAGLE, COLORADO.**

WHEREAS, the Town of Minturn, in the County of Eagle and State of Colorado (the “Town”), is a home rule municipal corporation duly organized and existing under laws of the State of Colorado (the “State”) and the Town Charter (the “Charter”); and

WHEREAS, the County of Eagle, in the State of Colorado (the “County”), is a body corporate and politic existing under the laws of the State; and

WHEREAS, the Eagle County Sheriff’s Office (the “Sheriff”) provides law enforcement services throughout its jurisdiction; and

WHEREAS, the Town does not currently provide law enforcement services; and

WHEREAS, Section 29-1-201 *et seq.*, C.R.S. authorizes intergovernmental agreements between counties and municipalities; and

WHEREAS, the Town and the County previously entered into and continue to be bound by, that certain Intergovernmental Agreement for Cooperative Law Enforcement Services dated as of August 1, 2014 (the “Original IGA”) whereby the Town contracted with the County for provision of law enforcement services; and

WHEREAS, the Original IGA is set to expire at the end of 2022; and

WHEREAS, the Town and County now desire to amend, modify and restate their agreement and to the terms and conditions associated with the performance of law enforcement services within the Town as provided by the County through the Sheriff; and

WHEREAS, the Minturn Town Council finds and declares that it is in the best interest of the public health, safety, and welfare for the Town to enter into an agreement with the County to continue its provision of law enforcement services through the Sheriff within the Town.

**NOW, THEREFORE, IT IS RESOLVED BY THE TOWN COUNCIL OF THE
TOWN OF MINTURN AS FOLLOWS:**

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

2. The Amended and Restated Intergovernmental Agreement for Cooperative Law Enforcement Services (the “IGA”) by and between the Town of Minturn and the County of Eagle, depicted as Exhibit A, is hereby approved.
3. The Mayor is authorized to sign and execute the IGA on behalf of the Town of Minturn.

**INTRODUCED, READ, APPROVED, ADOPTED AND RESOLVED this 21ST day of
DECEMBER, 2022.**

EARLE BIDEZ, MAYOR

ATTESTS:

JAY BRUNVAND, TOWN CLERK

**THIRD AMENDED AND RESTATED INTERGOVERNMENTAL AGREEMENT
FOR COOPERATIVE LAW ENFORCEMENT SERVICES**

This THIRD AMENDED AND RESTATED INTERGOVERNMENTAL AGREEMENT FOR COOPERATIVE LAW ENFORCEMENT SERVICES (the "Agreement"), made and entered effective the 1st day of January, 2023, between the Town of Minturn, Colorado, a municipal corporation, by and through its Town Council (the "Town"); and the County of Eagle, Colorado, a body corporate and politic, by and through its Board of County Commissioners (the "County"). The Eagle County Sheriff's Office (the "Sheriff") will administer this Agreement on behalf of the County and perform the obligations of the County described herein.

WITNESSETH

WHEREAS, the Town and the County previously entered into and continue to be bound by, that certain Intergovernmental Agreement for Cooperative Law Enforcement Services dated as of August 1, 2014 ("Original Agreement"); Amended and Restated Intergovernmental Agreement for Cooperative Law Enforcement Services dated January 1, 2019 ("First Amendment"); and Second Amended and Restated Intergovernmental Agreement for Cooperative Law Enforcement Services dated January 1, 2021 ("Second Amendment") whereby the Town contracted with the County for provision of law enforcement services; and

WHEREAS, the Second Amendment expires by its terms on December 31, 2022; and

WHEREAS, the Town and County now desire to amend, modify and restate their agreement and to the terms and conditions associated with the performance of law enforcement services within the Town as provided by the County through the Sheriff such that this Agreement shall replace the Original Agreement, First Amendment and Second Amendment in the entirety as of the effective date stated herein; and

WHEREAS, such intergovernmental agreements are authorized and provided for under Section 29-1-201, et seq., C.R.S.

NOW, THEREFORE, it is agreed as follows:

I. Purpose of the Agreement

This Agreement is made between the Town and County to provide for law enforcement services as described herein.

II. Services to be Provided

A. The County shall provide the following law enforcement services within the corporate boundaries of the Town, (hereinafter “Services”). Except as otherwise specifically set forth herein, the Services shall be those duties and functions coming within the jurisdiction of the County pursuant to Colorado law. The standards of peace officer performances, the discipline of deputies and other matters incident to the performance of law enforcement services and control of personnel so employed, shall remain in and under the sole control of the County.

B. Except as otherwise specifically set forth herein, the Services shall be the same level of services which are provided for unincorporated areas of similar population density in Eagle County. Said Services shall include, but not limited to, the following:

1. From January 1, 2023 through December 31, 2026, the County will provide 300 hours of patrol services per month within the corporate limits of Town. These hours will include court time, up to 32 hours of training per month, and up to 96 benefit hours per month. If during the term of this Agreement, the Parties agree that growth in Town population or visitor traffic to the Town necessitate additional patrol service coverage exceeding the limits stated in this Section B(1), the Parties will cooperate and negotiate an amendment to this Agreement to address proper coverage in accordance with the standard set forth herein.

2. On-call response to complaints and services from the Town or the public. On-call availability shall consist of all daily hours not covered by routine or random patrol and responses to request will be authorized by the on-duty supervisor.

3. The actual time periods during each day spent in providing patrol services shall be dependent upon several factors including, but not limited to, the day of the week, the time of the month, school day versus non-school day, needs of the community, holiday, etc. These times will not include travel time to and from Eagle or briefing time. The County is allowed to use flexible scheduling to prevent the development of patrol hour patterns. Extra hours worked in any month will be applied to any month where the number of hours worked does not total the contracted requirement.

4. Patrol services shall include, but not limited to, the following: general traffic enforcement, business checks by foot patrol or vehicle, vacation checks of private residences (as requested), development and maintenance of crime prevention programs for commercial and residential use, special events (Minturn Farmer's Market, Fourth of July, etc.), investigation of traffic accidents (excluding Hwy 24 which will be covered by the Colorado State Patrol), investigation of criminal offenses (including the use of criminal investigators and forensic laboratory capabilities), narcotics investigations and VIN checks.

5. Patrol services shall also include the enforcement of Colorado state statutes and county and municipal ordinances which are of the same type and nature as Colorado laws enforced by the County within unincorporated Eagle County. The County shall enforce Title 8 (Vehicles and Traffic) and Title 10 (General Offenses) of the Town's Municipal Code. The County will not

handle any non-hazardous animal calls under this Agreement. The County shall not act as a Code Enforcement Officer for the Town.

6. County deputies assigned to the Town will cooperate with state and federal officials with regards to enforcement of state and federal laws regarding immigration.

7. At the end of each single or multi-day shift, each deputy assigned to the Town will make reasonable efforts to send to the Town Manager a "Pass On" report, which briefly summarizes law enforcement contacts that occurred during that preceding shift.

III. Municipal and County Court

A. It is agreed the Sheriff's deputies making arrests or issuing summons to violators for appearance in court shall appear at the appointed time and date to give all evidence and testimony required by the court. Sheriff's deputies failing to comply with this requirement may be subject to disciplinary action by the County. The County shall notify the Town if any disciplinary action is taken by the County in the enforcement of this provision in the monthly report submitted pursuant to Section VI(A).

B. It is agreed that deputies assigned to the Town will not act as court recorders and are not held responsible for scheduling or monitoring of community service sentenced by the court.

C. It is agreed that deputies working in the town limits of Minturn, and only when issuing traffic citations, will cite such violations into Minturn Municipal Court (as opposed to state tickets). Deputies will maintain discretion on issuing municipal or state citations for other offenses.

IV. Personnel and Equipment

A. It is agreed that the County shall furnish and supply all labor, supervision, equipment, communication facilities for dispatching, cost of jail detention, and all supplies necessary to maintain services to be rendered, including, but not limited to, body-worn cameras as required by C.R.S. § 24-31-902.

B. The Town will provide access to the Town Hall and/or other Town owned facilities and equipment for administrative use by the County in conjunction with this Agreement.

V. Liability of the Parties

A. Nothing in this Agreement shall constitute a waiver of any of the rights, remedies or obligations of the Colorado Governmental Immunity Act or other Colorado law.

B. Any person employed by County for the performance of services and functions pursuant to this Agreement shall remain employees of the County on special assignment to the Town for the purposes of this Agreement, and shall not be considered employees of Town. The Sheriff,

retains sole discretion to determine whether the acts and actions of his deputies were lawful, in good faith and/or consistent with the policies, procedures and standards of his Office. No County employee shall have any entitlement to compensation, workers' compensation coverage, pension, or civil service benefits from Town. The Town shall not assume any liability for the direct payment of any salaries, wages or other compensation to any County personnel performing services hereunder for the Town, or any liability other than that provided for in this Agreement. Except for claims under C.R.S. § 13-21-131 arising out of the County's enforcement of the Town's ordinance, or as herein otherwise specified, the Town shall not be liable for compensation or indemnity to any County employee providing services to the Town under this Agreement, for such employee's injury or sickness, whether or not such injury or sickness arises out of services provided to the Town. The County shall to the extent of County insurance cover such liability, defend and hold harmless the Town against any such claims and provide any required workers' compensation insurance program and unemployment insurance coverage for the County employee. Any release, hold harmless and indemnity given hereunder shall not constitute a waiver of any rights or immunities afforded to the County under § 24-10-101, et seq., C.R.S.

C. The County and the Town shall each provide its own general liability and public officials' errors and omissions insurance coverage for claims arising from this Agreement. Further, the County and the Town, respectively as named insureds, shall include the other respective party, its officers, employees, and agents, as additional insureds under the named insured's insurance policies. The named insured's insurance shall be primary and non-contributory as respects any covered claim against an additional insured arising out of the premises or operations of the named insured. Except for acts or omissions that are willful and wanton, which constitute gross negligence by the County, its agents, officers, or employees, or which the Sheriff determines was not conducted in good faith and reasonable belief that the action was lawful, the parties agree that a claim including a claim under C.R.S. § 13-21-131, arising out of the County's enforcement of the Town's ordinance in accordance with the terms of this Agreement shall constitute an operation of the Town for purposes of the indemnification requirements under C.R.S. § 13-21-131 and the County's additional insured status under the Town's insurance. A certificate of insurance consistent with the foregoing requirement is attached hereto as Exhibit A. This provision shall survive expiration or termination of this Agreement.

D. In the event that insurance coverage is not available for a claim under C.R.S. § 13-21-131(4) for which the peace officer was determined not to have acted upon a good faith and reasonable belief that the action was lawful and the peace officer's portion of the judgment is uncollectable from the peace officer, the Town agrees to assume such liability up to the maximum statutory indemnification requirement of five percent of the judgment or settlement or twenty-five thousand dollars, whichever is less.

VI. Monthly Reports Provided to the Town

A. It is agreed that the Sheriff or designee shall provide a monthly written report to the Town Manager detailing law enforcement and public services activities provided under this Agreement. Said report shall be submitted to the Town prior to the 15th of the following month. The contents of the report, or portions thereof, shall be released to the public only upon the written authorization of the Sheriff or when mandated to be released through any court order or provision of the Colorado Open Records Act. The report may also include suggestions and/or accommodation by the Sheriff's Office by way of joint efforts between the Town and the County for pro-active community policing programs where applicable.

B. Prior to the first of each month, the Sheriff will provide to the Town, through the Town Manager, a schedule of the days and times to be worked in the month. This schedule may be modified during the month to conform to the needs of the community as expressed by the Town. The schedule is confidential and will not be released without the written authorization of the Sheriff.

VII. Payments for Services Delivered

A. The parties acknowledge that the cost of law enforcement services predictably increases over time due to increases in employee pay & benefits, increases in Dispatch Center fees, as well as increases in motor vehicle maintenance and replacement costs and others. The Town hereby agrees to pay the County the following amounts during the term of this Agreement:

2023: four hundred twenty seven thousand, three hundred seventy three dollars (\$427,373)

2024: four hundred forty thousand, one hundred ninety four dollars (\$440,194);

2025: four hundred fifty three thousand, four hundred dollars (\$453,400); and

2026: four hundred sixty seven thousand dollars (\$467,000).

Eagle County reserves the right to adjust the yearly compensation amount set forth herein by providing written notice to the Town no later than September 1 of the year prior to the effective date of the change. Any such price change to the IGA shall be subject to the Town's right to terminate for non-appropriation as set forth in Section XI of this Agreement. For services provided each year, the Town will make equal payments quarterly to the Sheriff's Office. Payments are due on the 15th of the month in March; June, September, and December each year.

B. The Parties agree that in the event of a catastrophic event within the Town boundaries requiring extraordinary law enforcement response and/or resources, including but not limited to an event of large-scale flooding, wildland fire, riot, disease epidemic, acts of terrorism, etc., the parties will work in good faith to negotiate a cost-sharing agreement to fairly apportion between the Parties the additional costs associated with response to said catastrophic event(s).

C. Vehicles used by deputies providing services under this Agreement will be marked as "Eagle County Sheriff's Office." The vehicles and equipment will remain the property of Eagle County Government at all times.

VIII. Termination of the Agreement

Either party shall have the right to terminate this Agreement at any time provided that the party wishing to terminate provides the other party at least one hundred eighty days (180) written notice of its intention to terminate. The Town shall be liable for payment in full to the County for its Services to the date of the termination of the Agreement.

IX. Liaison Between the Parties

A. It is agreed that the Sheriff shall have full cooperation of the Town, its officers, agents, and employees, so as to facilitate the performance of this Agreement.

B. It is agreed that for the purpose of maintaining cooperation, local control, and general information on existing complaints and problems in the Town, each party shall appoint a liaison through which written and oral communication between the parties shall be directed. The Town's liaison shall be the Town Manager. The Sheriff will appoint the Undersheriff as the liaison to the Town.

C. It is agreed that the Town shall have full cooperation of the Sheriff and his representatives in response to pre-existing complaints and/or problems and they shall promptly take steps to resolve the situation in a manner mutually agreeable to the Town and the County, understanding that the Sheriff is the final authority on such issues.

D. The Town shall have input into the deputies assigned to the Minturn Community, understanding that the Sheriff is the final authority on such assignments. Any disciplinary action against deputies will be by the Sheriff or his representative.

E. The Sheriff will review this Agreement annually to insure that all elements of the Agreement are being met, and will meet with a representative of the Town to review and discuss the performance of the Agreement.

X. Renewal and Modification of the Agreement

A. This Agreement may be renewed in writing signed by the parties. Renegotiation of the terms, payments, and services provided will be included in any renewal agreement.

B. Any changes to this Agreement shall be made only by written amendment signed by the parties.

XI. Term of Agreement

This Agreement shall be effective from January 1, 2023 through December 31, 2026. Notwithstanding the foregoing and any other provisions of this Agreement, the terms and obligations of this Agreement are subject to annual appropriations by the parties so as to not create a multiple fiscal year obligation pursuant to Article X, Section 20 of the Colorado Constitution.

XII. Entire Agreement

This written Agreement embodies the whole agreement between the parties hereto and there are no inducements, promises, terms, conditions, or obligations made or entered into either by the County or the Town other than that contained herein.

XIII. Assignment

This Agreement shall be binding upon the respective parties hereto, their successors or assigns, and may not be assigned by anyone without the prior written consent of the respective parties hereto.

XIV. Severability

All agreements and covenants herein are severable, and in the event that any of them shall be held invalid by a Court of competent jurisdiction, this Agreement shall be interpreted as if such invalid agreement or covenant were not contained herein.

XV. Authority

The Town represents to the County and, likewise, the County represents to the Town that it possesses the legal ability to enter into this Agreement. In the event that a Court of competent jurisdiction determines that either of the parties hereto do not possess the legal ability to enter into this Agreement, this Agreement shall be considered null and void as of the date of such Court determination.

XVI. Termination of Original Agreement

This Agreement amends, supersedes and replaces in its entirety the Original Agreement between the Town and the County. The Original Agreement, which has been continuously in effect since its date of execution, is hereby terminated without further action effective as of the date of this Agreement.

IN WITNESS WHEREOF, the Town of Minturn, by and through its Town Council, caused this Agreement to be signed by its Mayor and attested by its Town Clerk, and the County of Eagle, by and through its Board of County Commissioners, caused this Agreement to be signed by its Chairman, attested by its Clerk, and approved by its Sheriff, all on the day and year reflected below, with the effective date as of January 1, 2023.

COUNTY OF EAGLE, STATE OF
COLORADO, By and Through Its
BOARD OF COUNTY COMMISSIONERS

ATTEST:

Clerk to the Board of
County Commissioners

By: _____
Jeanne McQueeney, Chair
Date: _____

TOWN OF MINTURN, STATE OF
COLORADO, By and Through Its
TOWN COUNCIL

ATTEST:

Clerk to the Town Council

By: _____
Earle Bidez, Mayor
Date: _____

APPROVED:

By: _____
James Van Beek, Sheriff
Date: _____



To: Mayor and Town Council
From: Michelle Metteer
Date: December 21, 2022
Agenda Item: Minturn 2023-25 Strategic Plan

REQUEST:

Review draft 2023-25 Strategic Plan and give staff feedback. No final approvals will be made during this discussion, only feedback.

INTRODUCTION:

The Minturn Town Council is committed to the litigation of the Annexation documents for the Battle Mountain property. With this commitment in mind, staff, via feedback from the Council retreat in the spring of 2022, has created a draft 2023-25 Strategic Plan which emphasizes budget allocations toward the enforcement of the Annexation Agreement.

ANALYSIS:

The strategic plan is a critical document in outlining the goals of the Council for the next two years. This document will be heavily utilized by staff for direction toward action items to achieve the approved goals.

COMMUNITY INPUT:

Ongoing and critical

BUDGET / STAFF IMPACT:

TbD – But limited due to the commitment to litigation

STRATEGIC PLAN ALIGNMENT:

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

CLEAR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT

RECOMMENDED ACTION OR PROPOSED MOTION:

- Feedback only. Feedback from this session will be incorporated into the final draft which will come back before Council for approval at the January 4, 2023, Council meeting.

ATTACHMENTS:

- Notes from Council retreat
- Draft 2023-25 Strategic Plan
- 2021-23 Strategic Plan

TOWN OF MINTURN
2023 - 2025
STRATEGIC PLAN



2018-20 Strategic Plan Adopted by the Minturn Town Council

09/05/2018 Resolution 14, Series 2018

Amended by the Minturn Town Council

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

2021-23 Strategic Plan Adopted by the Minturn Town Council

10/21/2021 Resolution 28 - Series 2020

STRATEGIC PLAN PURPOSE

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

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

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

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

STRATEGIC PLAN SUMMARY

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

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

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

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

MISSION STATEMENT

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

VISION STATEMENT

“Preserve Minturn’s long-term viability, its unique character and genuine mountain town community”

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

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

TRUE NORTH STATEMENT

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

**Keeping in mind we are Minturn*

**STRATEGIC PLAN
FISCAL YEARS 2023 - 2025**

PRACTICE FAIR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT

The Town will seek to make [ethical](#), [informed](#), [data-based decisions](#). With a focus on the [public process](#), the Town Council and staff are committed to serving Minturn with the honesty and integrity in all aspects of local government.

STRATEGIES

- Support code enforcement through heartwarming messages of community togetherness
 - Wildlife protection and safety
- Commit to quarterly “Minturn Matters” community sessions by Town Council
- Utilize neighborhood-specific email blasts where able (this requires residents to sign up)
- Commit to semi-annual door hanger notices updating residents and businesses of seasonal changes in town operations, events, Council highlights and more
- Encourage resident sign-up to the EC Alert system

**STRATEGIC PLAN
FISCAL YEARS 2023 - 2025**

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

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

STRATEGIES

- Incorporate “Firewise” guidelines in building and site-planning requirements
- Zero waste Minturn Market by 2023
- Commit to a 3-yr building code adoption cycle
 - Adopt 2021 building codes by 2023
- Work to advance renewable and sustainable initiatives
- If funding permits – support the installation of additional dog waste stations
- Implement Minturn’s 3–5-year Wildfire Mitigation Plan
- Implement Minturn’s waterwise landscaping regulations and initiatives

Commented [GU1]: Would Council support pursuing energy efficiency requirements for building and site designs beyond the existing energy code?

**STRATEGIC PLAN
FISCAL YEARS 2023 - 2025**

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

Minturn strongly values its **full-time residents** and welcomes **diversity**.

STRATEGIES

- Funding permitting - Complete the Minturn Municipal Code Chapter 16 rewrite for better communication regarding code expectations across all zoning areas
- Implement the 2022 Community Plan short-term goals and strategies while continuing to refine prioritization of medium- and long-term goals and strategies as funding allows
- Complete and in-house update to the 2010 Minturn Three Mile Plan for Annexation
- Consider a Downtown Development Authority or similar entity to support implementation of downtown development and economic goals
- Apply for grants to support funding of the Minturn Water CIP
- Facilitate the creation and implementation of design guidelines for historic structures
- Create a clear and definable process for building permit applications and construction process guidelines
- Support local events through third party organizations
- Work with Visioning Committee to improve and grow the Minturn Market

**STRATEGIC PLAN
FISCAL YEARS 2023 - 2025**

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

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

STRATEGIES

- Continue implementation of Minturn’s Water Capital Improvement Plan
- Develop a Capital Improvement Plan prioritizing upgrades to existing infrastructure including roads, public buildings, storm water drainage and pedestrian/bicycle amenities
- Encourage all modes of connectivity
- As part of the CTO Reimagine Destinations Program, Develop a Minturn / Red Cliff Outdoor Recreation Guide / Visitor Guide
- Participate / work closely with the Top of the Rockies Scenic Byway Committee to better utilize the byway for marketing and funding opportunities

Commented [GU2]: Should this be tied at all to the new Community Plan?

Council Retreat Notes

1. Strategic Plan

- a. Council determines the big policy goals
- b. Staff determines how it gets done
- c. Can have a plan from 2-5 years
- d. The strategic plan should scale with the resources you have
- e. Council members even if they have special interests, they have to represent the whole Town
- f. Communication as a collective body is important. Communicate respectfully and try not to leave a room with unfinished business. Compromise is key.
- g. It's all about how you show up. "Always focus on the front windshield, not the rear view mirror" Need to think about what decision and implications are in the future. The rear view mirror should be referenced only as lessons learned.
- h. Need to be able to move forward in a constructive way.
- i. "Get mad and then get over it"
- j. "Perpetual optimism is a multiplier"
- k. Sets the goals and strategies for the Town Council
- l. Strategic Plan Purpose
 - i. George B. says that we should add something about Battle
 - ii. Michelle M. asked that we should keep the emphasis on foundational work
 - iii. Lynn finds "foundational" to be a confusing term as she doesn't know what it means.
 - iv. Michelle clarified that some of it is items like the code and infrastructure, we can expound on it a bit
 - v. Lynn has concerns with general language. Would rather have concrete goals.
 - vi. Everyone is good with it being a two year plan
 - vii. Lynn thinks the emphasis should be on dealing with growth
 - viii. Kate suggested capturing the purposed of the strategic plan is to first and foremost to maintain our small town identity
- m. Strategic Plan Summary
 - i. Change "issues" to "growth"?
 - ii. Michelle suggested adding a "small town community" to purpose
 - iii. Lynn suggested "growth and other issues"
- n. Mission statement
 - i. Everyone is good
- o. Vision statement
 - i. Lynn believes this implies that we don't have long term viability right now and that we must change
 - ii. Earle doesn't think we have long term viability right now.
 - iii. "Preserve Minturn's long-term viability, it's unique character, and genuine mountain town community"

- iv. Everyone is good with the four key strategies
- p. True North Statement
 - i. Everyone is good with this
- q. Practice Fair Transparent and Communicative Local Government
 - i. Kate would like to have the bullets that have been accomplished in a different color
 - ii. “ethical, informed, data-based decisions.” Delete “with a standard of doing it right” “With a focus on the public process...” Delete first part of sentence “add in all aspects of local government” instead of “expected of a small town government”
 - iii. Terry would like a link on the website to let people view their water bill online
 - iv. Terry is comfortable giving code compliance a rest for a little bit
 - v. Change the Minturn Matters bullet point to quarterly and topic specific
 - vi. Gusty would like to add neighborhood specific email blasts
 - vii. Note for Cindy: in the next newsletter add sign up for EC Alerts
- r. Long Term Stewardship
 - i. Lynn said this is wrapped up in the growth discussion
 - ii. “Minturn will work to advance renewable and sustainable initiatives.”
 - iii. Gusty asked about adding a poop station at Ella’s road
- s. Sustain and Invest
 - i. What is emphasize the working class?
 - ii. Lynn wants a mix of people to be represented
 - iii. “Minturn strongly values it’s full time residents and welcomes diversity.” Delete the rest of the paragraph.
- t. Advance Decisions
 - i. Lynn would rather see us leverage our recreation potential with the trailheads
 - ii. “We can further leverage it’s destination recreation location”
 - iii. Michelle will check on the degallagher ballot question

TOWN OF MINTURN

2021 - 2023

STRATEGIC PLAN



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09/05/2018 Resolution 14, Series 2018

Amended by the Minturn Town Council

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**Keeping in mind we are Minturn*

STRATEGIC PLAN FISCAL YEARS 2021 - 23

PRACTICE FAIR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT

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

STRATEGIES

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

STRATEGIC PLAN FISCAL YEARS 2021 - 23

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

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

STRATEGIES

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

STRATEGIC PLAN FISCAL YEARS 2021 - 23

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

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

STRATEGIES

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

STRATEGIC PLAN FISCAL YEARS 2021 - 23

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

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

STRATEGIES

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



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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 21, 2022

- Ordinance 22 - Series 2022 (Second Reading) An Ordinance approving an application for historic designation of the Downtown Minturn Water Tank
- Resolution ___ - Series 2023 A Resolution approving an amended Intergovernmental Agreement with the Eagle County Sheriff's Office
- Discussion/Direction – Minturn Strategic Plan
- Special Presentation – Scholarship investments – Fraser Horn (Scholarship Committee Invited)
- Executive Session – Bolts Lake water storage & Belden Place

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
- Discussion/Direction – Minturn Community Plan
- Ord ___ - Series 2023 (First Reading) An Ordinance approving the historic landmark designation for the Saloon Building located at 146 N Main St.
- Res ___ - Series 2023 A Resolution approving the 2023-25 Minturn Strategic Plan
- Res ___ - Series 2023 A Resolution approving the Little Beach Park sub area Master Plan
- Executive Session – Battle Mountain

January 18, 2023

- Eagle County School District fee in lieu discussion
- Review/Renewal of Ordinance 05 – Series 2020; An Ordinance Renewing the Minturn Water Moratorium
- Ord ___ - Series 2023 (Second Reading) An Ordinance approving the historic landmark designation for the Saloon Building located at 146 N Main St.
- Res ___ - Series 2023 A Resolution approving the Community Plan

Dates to be Determined

- Chapter 16 Zoning Amendments
- Assessment of UPRR property