



TOWN OF
BRECKENRIDGE

Town Council Work Session
Tuesday, May 8, 2018, 3:00 PM
Council Chambers
150 Ski Hill Road
Breckenridge, Colorado

Estimated times: The times indicated are intended only as a guide. They are at the discretion of the Mayor, depending on the length of the discussion, and are subject to change.

I. BRECKENRIDGE HERITAGE ALLIANCE (3:00-3:10pm)

II. PLANNING COMMISSION DECISIONS (3:10-3:15pm)

Planning Commission Decisions of the May 1, 2018 Meeting

III. LEGISLATIVE REVIEW (3:15-3:45pm)

Dig Once Policy Ordinance (Second Reading)

Poor House Landmarking (Second Reading)

Hilliard House Landmarking (First Reading)

Searle House Landmarking (First Reading)

Town Council Vacancies Procedure Amendment (Resolution)

IV. MANAGERS REPORT (3:45-4:15pm)

Public Projects Update

Parking and Transportation Update

Housing and Childcare Update

Committee Reports

V. OTHER (4:15-5:45pm)

Popular Music Discussion with BMF

Campground Concepts

Sidewalk and Lighting Master Plan

VI. PLANNING MATTERS (5:45-6:15pm)

Wildfire Mitigation Update



Memo

To: Breckenridge Town Council Members
From: Peter Grosshuesch, Director of Community Development
Date: 5/2/2018
Subject: Planning Commission Decisions of the May 1, 2018 Meeting

DECISIONS FROM THE PLANNING COMMISSION MEETING, MAY 1, 2018:

CLASS A APPLICATIONS:

1. Verizon Wireless Communication Facility, PL-2017-0689, 305 S. Ridge Street
A proposal to install a wireless communication facility which includes screened antennas on the existing building's roof, equipment in the existing parking garage, and associated cables and conduit. *Approved.*

CLASS B APPLICATIONS: None.

CLASS C APPLICATIONS: None.

TOWN PROJECT HEARINGS: None.

OTHER:

1. Staff and Commission agreed to move the June 5, 2018 Planning Commission Meeting to June 4, 2018 to accommodate the rescheduled June 5th Town Council Meeting.



NOT TO SCALE

Breckenridge South



PLANNING COMMISSION MEETING

The meeting was called to order at 5:30 pm by Chair Mathews-Leidal.

ROLL CALL

Christie Mathews-Leidal
Mike Giller
Dan Schroder

Jim Lamb
Steve Gerard
Gretchen Dudney

Ron Schuman

APPROVAL OF MINUTES

With the below change, the April 12, 2018 Planning Commission Minutes were approved.

On page 5, the first comment attributed to Mr. Giller was made by Mr. Gerard.

APPROVAL OF AGENDA

With no changes, the May 1, 2018 Planning Commission Agenda was approved.

PUBLIC COMMENT ON HISTORIC PRESERVATION ISSUES:

- No comments.

COMBINED HEARINGS:

1. Verizon Wireless Communication Facility (CL), PL-2017-0689, 305 S. Ridge Street

Mr. LaChance, Planner II, presented a proposal to install a wireless communication facility at 305 S. Ridge St., which includes screened antennas on the existing building's roof, equipment in the existing parking garage, and power and signal cables connecting from the parking garage to the antennas. There is not any additional density proposed with this application. The Planning Commission reviewed this application at the January 30, 2018 meeting, at which time the Commission approved a motion to continue the Public Hearing to a later meeting. At the February 20 meeting, the Planning Commission approved a continuance of the Public Hearing to the April 12 meeting, at the request of the applicant. At the April 3 meeting, the Planning Commission approved a continuance of the Public Hearing from the April 12 meeting to the May 1 meeting at the request of the applicant.

Mr. LaChance notes staff has hired an independent third party consultant to review the application for technical issues (e.g., gap in coverage, feasibility of alternate sites, etc.). The consultant has reviewed the application and concurred with the applicant's findings and recommends approval to meet Verizon's capacity and coverage issues. Mr. LaChance went through and summarized the conclusions made in the staff report.

Commissioner Questions / Comments:

- Mr. Giller: I wanted to disclose that I live next door to proposed tower. I do not feel that it will affect my judgement on the application.
- Ms. Dudney: There are issues some neighbors have with emissions, and concerns about affects to property values. Do you think this is an issue for you?
- Mr. Giller: I have not considered either of those issues and do not feel it will sway my decision-making. (Ms. Dudney and rest of PC are comfortable with this.)
- Mr. Gerard: I wanted to disclose I am a Verizon customer. (Ms. Dudney did as well. The Commission finds no conflict.)
- Mr. Giller: How many of the alternative properties considered were historic? (Mr. LaChance: I don't know the exact number, but I would estimate least a third.) Did they look at the west edge of the Conservation District for alternate properties? (No, they were not included. Verizon has an existing wireless communication facility at the gondola building, which is powered by a generator in the bank building adjacent to Town Hall.) You could serve the conservation district from outside the district because it is being served now from outside the district.

- Mr. Schuman: Have we checked with the state about the historic application? (Mr. LaChance: I have called the State Historic Preservation Office twice, and spoken with an architect named Joe Saldibar. He said the State has not yet received an application for Section 106 review (required by the National Historic Preservation Act) Who would initiate that? (Mr. LaChance: Applicant would be required to submit. They can answer. Perhaps when it is their time to answer, the Commission could ask them about the sequence of their permit application. I believe they said they will be submitting for local first, then state, then federal, although the federal requirement review is delegated to the state, I believe.)
- Ms. Leidal: Any case law where people have lost historic designation because of applications like this? (LaChance: Staff has not researched that.)

Lori Sherwood with Vantage Point Solutions, the third party consultant, presented and highlighted their analysis of the application. Regarding gap coverage, insufficient capacity to meet demand constitutes a gap in service. They concur with the applicant's analysis. Applicant has demonstrated that capacity at existing Snowberry site is exhausted. Vantage Point believes that the design criteria have been met. They agree with the two staff recommended Adjustments. The proposed facility is as low height as it can possibly be. Co-location at the Snowberry location would not solve the issue. In summary, potential alternative locations are not feasible or available. Vantage Point Solutions recommends approval of the application.

- Mr. Giller: Is the facility designed to co-locate with other providers. (Ms. Sherwood: No, it is not designed for that, it's sized just for Verizon.) If you had to co-locate other providers on roof, what would it involve? (Ms. Sherwood: It would require a whole new separate review although there is a different process and timeline for co-location.) Page 41 says it was designed to accommodate co-location but the applicant's Letter of Intent conflicts with this. (Ms. Sherwood: I believe it actually says that it is not designed to accommodate co-location.) Could you serve the Conservation District from cell sites on the perimeter of the Conservation District? (Ms. Sherwood: Our analysis did not evaluate that, as it was beyond the scope of work that we were hired for).
- Mr. Schuman: You mentioned that you did not receive associated clutter values. Does that impact your decision? (Ms. Sherwood: It would require a deeper analysis than most evaluations include. We pointed it out because the underlying data was not provided, which means we could not replicate the values provided by Verizon. However, the data does seem accurate.) What about other providers coming in and needing a space within 1,500 feet of this proposed facility? (Ms. Sherwood: It's a common problem with municipalities all over the country. It is difficult to forecast the wireless demand a few years from now because the technology advances so quickly).
- Mr. Gerard: In regards to page 89 of your report, other potentially viable sites, can you add additional equipment at the Snowberry location? (Ms. Sherwood: That would be a question for Verizon to answer). As I understand it, these "sectors" are like three pieces of a pie. Could Carter Park provide one additional sector? (Ms. Sherwood: Our engineers found it would only meet part of demand gap.) What if you have three additional sites to provide all three sectors needed? (Ms. Sherwood: That would require additional engineering analysis, which was not part of our task to analyze.) (Mr. Truckey: These questions are more appropriately directed to the applicant. Let's have them speak now.)

Melissa Regan (Attorney with Sherman and Howard, outside counsel to Verizon Wireless) presented. Kristin Cowan of Black & Veatch (agent to Verizon Wireless) also presented. Demand for wireless service is growing exponentially. Demand outpacing existing network. Brian Eicens, Radio Frequency (RF) Engineer for Verizon Wireless presented. Verizon is at capacity in downtown Breck right now and cannot continue to provide appropriate service. There are peaks in winter that exceed the exhaustion threshold and creates an unusable network for some users. We have sectors pointing from outside of Town in, but they are broken and not

performing well. Capacity issues are not on the north side of town. The issue is on the south side of town where more demand is. Adding more equipment at Snowberry would deteriorate the signal. We would have done this a long time ago if we it would have made it sense, but that is not a good design solution at all and I would not endorse it. I provided all data that I could to Vantage Point. Could not provide clutter heights because it was not available. I use a different kind of program than Vantage Point uses. Regarding Carter Park, I evaluated it and it was not a viable solution. It doesn't cover much of the area at all. It covers a portion but does not get to where we could offload the Snowberry site, which was the goal of this project. There is also a height issue, so any facility there would most likely need to be a freestanding tower.

Mr. Schuman: Sectors are antennas? (Mr. Eicens: Yes.)

Mr. Giller: What about the Riverwalk area as an alternative? (Mr. Eicens: I can't discount it, but can't speak to it.) Did you speak to building owners west of the Conservation District? (Ms. Cowan: No, we focused on the area our RF engineer requested). There are probably a dozen tall buildings west of the Conservation District that would be suitable. (Mr. Eicens: That is too close to the existing gondola cell site, and it will kill the existing site.)

Mr. Gerard: Is there an optimal distance between WCFs (Mr. Eicens: That varies considerably.) How far from Snowberry would you say? (Mr. Eicens: Probably less than ¼ mile). Several member of the Commission noted that the Riverwalk Center building might work with that criteria.

Mr. Schuman: Did they consider government buildings? (Ms. Cowan: Yes.)

Ms. Cowan with Black and Veatch presented her review of alternate site options. She looked at a ring around the proposed site where the RF engineers directed. She reached out to private property owners, but most were not willing to lease with them. The property owner at 305 S. Ridge St. was willing. The original proposal was three antenna enclosures that were approximately 10 feet tall on the edge of building's roof. Planning staff did not approve of the three separate antennas, so Verizon reduced the size and quantity to what they have. The middle of building's roof is not ideal but Verizon is willing to give up some improvement if it would be acceptable from zoning perspective. She inventoried 115 sites in the search area. Most were not feasible, but they contacted properties if they were feasible. 305 S. Ridge St. was most feasible, and it's not a historic building. I want to clarify that, regarding co-location, the design as is cannot accommodate additional antennae from other providers. Ms. Cowan went over why the proposal meets the Town Code and location criteria. Regarding the Section 106 historic review, Verizon has a consultant submitting an application to the State Historic Preservation Office, but Ms. Cowan does not know what the status of that application is. (Ms. Puester, Planning Manager, clarifies that SHPO approval is required prior to building permit approval. Federal approval is required. She wanted to get on record where Verizon is with the SHPO application and that they agreed with our understanding of this process statement.)

Mr. Dudney: Regarding the map of alternate properties, what about the AT&T wireless facility at Gold Creek Condominiums, did that get approved [with the Section 106 review]? (Ms. Puester: Yes I believe they did through separate process [not a town process].)

Mr. Schuman: Could you route cabling on rear of building? (Ms. Cowan: The property owner wanted it on the front.)

Public Comment:

Kay McGinnis, 220 N. Goldflake: Read verbatim a letter from Maureen Nichols, that was included in the packet. It generally opposed the location because it is in the National Historic District.

Bill Tinker, 315 N French: I question the need. We didn't see specific durations of problematic times provided by Verizon. How long is the demand? We don't know the extent of problem. I have issues with them coming to our historic community. Is Breckenridge against having cell towers outside of the downtown? We have towers already. Could the demand be mitigated by a couple towers up on the hills, instead of on top of our buildings? This proposal does not meet our codes. It is not supposed to be on top of the buildings. Do these things generate

noise or low frequencies? Are they safe near schools? (Ms. Leidal requests the discussion of emissions to stop, per federal requirements). Going eight feet higher than the existing building that is already too tall. We will be opening the door to every company to come and look for buildings to handle coverage. The visibility of the wires is issue. How are they covered?

Mr. Jason Postles, 284 Sherwood Trail: The Planner said that, when viewed from the sidewalk, the proposed antennae screen was only about 3 ft. tall, but with this drawing you have on the screen, it looks to be about 8 ft. tall. Could you please explain that? (Mr. LaChance: Those are two different types of drawings. One is a non-to-scale perspective rendering shown from the viewpoint of someone standing on the sidewalk across from the Post Office, the other is a to-scale elevation drawing. You can see more of the screening enclosure on the elevation drawing because the viewpoint is higher off the ground.) You can't say no to anyone else if you allow this, so that is a concern. We are required to go to Post Office in this town because we cannot get mail at our homes, so I have concerns about freedom of information. Can you still get the same size antennae in another location? What about using the Town Hall building and eliminating the gondola site?

Mr. C.J. Milmoie, 62 Broken Lance Dr.: My wife loved the historic town here. She passed away a while ago here. This Town is very important to me. This is a demand problem that has been characterized as capacity problem. I am not sure that we can accommodate everyone's needs to do what they want with cell phones. Policy 50 makes the historic district a location of last resort, in other words, putting a legal wall around the historic district. Policy 50 issue is about service. We have coverage, not a gap, and we have capacity. The problem is demand. Verizon has not made the necessary case that it has to make to locate in the historic district. There has been very little quantification provided. We have not received enough information to show there is a significant gap. Vantage Point asked for some data and they didn't get it. I am not sure the additional data would make any difference. Mr. Milmoie shows a map Verizon provided he acquired from Verizon [page of 153 of the packet], showing excellent service in all of downtown Breckenridge. We need a way to measure the significant gap in service. Does it need to be a site in the historic district? Verizon says other sites are all deficient compared to the Post Office site. Commissioners have suggested other sites outside district that might be better. Mr. Milmoie introduced summary of alternative locations that he put together, which came from a Verizon document in the packet for the record. Verizon says all of these sites were rejected, but it seems some sites should be evaluated further. The request for Adjustment pursuant to Policy 50, Section K must be requested from the applicant in their Class A application, not initiated by staff.

Mr. Randall Mott, 911 Fairview Blvd.: The building is not historic, but the area is and it conflicts from certain viewpoints. There are probably other alternatives. This site may not be needed in the future with technology changes.

Mr. Curtis Berry, 226 S. Ridge St. I would like to thank the Commission for their work on this, encourage the Commission to continue to do your due diligence. There are lots of outstanding questions, and there do seem to be some feasible alternatives.

Planning Commission asked if staff had any clarifications:

Mr. LaChance: There was a question about the cable locations on building. The elevation drawings submitted by the applicant, which are on the screen right now, do show that, and they will be on the eastern elevation of the building. (Ms. Leidel: What type of material will cover them?) All cables must be painted dark color or match the color of the building. Staff confirms this with an onsite inspection after installation, and prior to issuing the Certificate of Completion. (Ms. Puester: The plans say 6 inch conduit is proposed to match the building). Mr. Milmoie asked Mr. LaChance to confirm that at the meeting in January, staff stated that this facility could accommodate collocation of other wireless facilities. Mr. LaChance stated that, at the January meeting, he believes staff stated that the building could accommodate co-location, not the proposed wireless facility. Any new facility to be collocated on the building would require separate approval, and would have to meet all of the Code criteria, including the provision regarding placement of associated equipment.

Applicants response:

Ms. Reagan: We appreciate the Commission's work on this. If there were viable alternatives, we would consider them, but there are not. We believe staff and Vantage Point have confirmed that Verizon has met the criteria for approval. It also meets federal requirements. There is federal case law on the "significant gap" issue which establishes that this definition is site specific. This is the best site that technically best meets demands. Regarding the "least intrusive means," case law has established that local governments have to consider what has been demonstrated and can't speculate unreasonably on alternatives.

Mr. Eicens: Regarding the Snowberry facility, we need to offload the site, and we have a gap in service.

Final Commissioner Comments:

Mr. Lamb: Mr. LaChance, this is an excellent staff report, very thorough. I don't think you left anything out. I think this is the best site, and it is not in the Historic District. It is in the Conservation District. It is not obtrusive and I would support this location. There is mechanical equipment on buildings throughout the downtown that is more of an issue.

Mr. Schroder: Regarding other alternative sites, I would like to ask a rhetorical question: Would others offer up their roofs? The Commission was given testimony that other owners rejected offers to locate on their property. We can not speculate on other areas. This seems to be well hidden. Their charts show capacity is getting worse in winter months. Being able to make and receive calls for emergency response and life safety is an issue.

Mr. Giller: Policy 50 has 7 locations that would have higher priorities over Conservation District, including town properties and rights of ways, community facilities, etc. I didn't see them look at those.

Ms. Dudney: The Policy 50 language is vague. It could be interpreted differently. No feasible alternative. How can you say something is unfeasible? It has to be reasonable. I don't see obtrusiveness in the Historic District. They can't seem to find a better site. I respect Mr. Milmo's point, but I think Breckenridge should do this. The Town should modernize. I don't think that they have to prove that every other site is not feasible. I think they have satisfied that they are meeting a significant gap of service.

Mr. Gerard: We are a Certified Local Government, which means that the Commission is the only guardian of National Historic District. I think the "gap of service" is defined under Section K. Adjustments, which says that users are regularly unable to connect to the service network, or are regularly unable to maintain a connection, or are unable to achieve reliable wireless coverage within a building. None of those descriptions are related to high quality internet, etc. Is it regular or peak time demands where the issue is being experienced? There are other feasible alternatives. You don't need one site. You could get thirds in different spots like Carter Park, existing sites, or Riverwalk. I am not sure they cleared the bar set by Policy 50.

Mr. Schuman: Does anyone disagree with point analysis?

Mr. Giller: I disagree with the point analysis. It fails an Absolute policy, Policy 50.

Mr. Gerard: I disagree with the point analysis.

Mr. Shuman: I agree with the point analysis.

Ms. Dudney: I agree with the point analysis.

Mr. Lamb: I agree with the point analysis.

Mr. Schroder: I agree with points analysis.

Ms. Leidal: Agrees with staff's analysis and the point analysis. I believe the intent of Policy 50 has been met.

Mr. Lamb made a motion to approve the application PL-2017-0689 with Adjustments, with the Town's Attorney's Decision Document and Findings and Conditions. Mr. Schuman seconded.

The motion passed 5-2, with Mr. Gerard and Giller dissenting.

Ms. Leidal: The record of this proceeding shall consist of pages 7-160 inclusive of our Agenda Packet for this meeting; all documents admitted into evidence by the Commission; all documents offered into evidence at the hearing, but not admitted, if any; copies of the applicable provisions of the Development Code, and other applicable Town ordinances; a transcript of the public hearing; and such other documents as may properly be included in the record. That concludes this hearing. Thank you again for everyone's time tonight. We appreciate your time and your opinions.

PRELIMINARY HEARINGS:

1. Ten Mile Room (JL), PL-2018-0071, 505 S. Park Avenue

Mr. Lott, Planner II, presented a proposal to construct a 7,859 square foot conference room at the site of the previously existing conference room that collapsed in January of 2017. The current has no parking proposed, but the applicant proposes to connect to adjacent Liftside building and utilize some of the existing underground parking to fulfill parking requirement. Staff believes a perpetual agreement is required for use of those parking spaces but no such agreement has been provided. Staff has looked at parking within and outside parking service district to find a parking requirement to recommend to PC. Code would require about 25 spaces if this property was located within the service area. The Beaver Run Conference Center is outside the service area and if the same parking ratio is used, 20 spaces would be required. Staff suggests we use the Beaver Run ratio. Staff believes that the application fails Policy 18 parking, which is an absolute policy. The proposed structure is over height requirements of the Code and receives negative five points. The structure has similar architecture to the other structures within the Village and staff is okay with what is proposed. An outdoor heated area warrants negative one point and a shared dumpster gets positive two points. Overall, the application has a total of negative four points.

Commissioner Questions / Comments:

Ms. Dudney: If the master plan is silent, the Development code applies for parking? (Mr. Lott: Yes, we are looking whether you agree with parking ratio suggested which is comparable to Beaver Run.)
Mr. Giller: The parking delta is 20 vs. 25 spaces. Walkway is gone (Yes, the applicant removed the sidewalk because it created issues with the height. In order to meet required ADA required grade, the sidewalk slope impacted building height previously.)
Mr. Schroder: Question on the roof slope and height measurement. (Ms. Puester: We wanted to make sure PC agreed with the staff interpretation.)
Mr. Gerard: Is the driveway still there on the adjacent lot to the west? (Mr. Lott: Yes.)
Ms. Leidal: Any concerns with color of stucco, does it meet our natural pallet? (Mr. Lott: Yes, applicant's intent is to match colors of the Village).

Applicant Presentation:

Kyle Griffith, Village at Breckenridge Acquisition Group: Parking was never discussed or assigned for the building in any changes in PUD/master plan or the change in use.

Tim Losa, Zehren and Associates, Inc., Architect: Presented photos of the existing Village buildings and explained that the color palette was pulled from surrounding buildings. All of the existing parking under the Liftside building remains on that lot. The proposal is to make a direct connection from the Liftside building to the proposed structure on this lot, in a different location from where the current connection exists. The new building is proposed to be smaller in size than the old structure. We consider this a replacement of the previous structure that collapsed. We feel we are entitled to rebuild as it previously was because the proposal is more in compliance than the previous structure was. Our contention is that this is part of the master plan for the entire Village. The site and parking were approved as part of the PUD and there is shared parking between all buildings and therefore there is no individual parking spaces to specific buildings or uses so no parking should be required here. For the

point total, we take issue with the way building height is measured. For sloped roofs you should measure to the mid-point. If measured to the midpoint, the height is approximately 18 inches under what is allowed. The definition does not specify gabled or shed roof for sloped, it just says to measure to the mean of the slope of a roof. Under snowmelt, the Planning Commission can make an exception for life safety. Issues could occur where the snowmelt is proposed because there is required egress from the building in this location. Policy 19 allows points for internal circulation and we believe we are taking advantage of common circulation. Walked the Planning Commission through proposed building elevations.

- Mr. Schuman: Is there any signage? Just street address identification. (Mr. Losa: Anything further would be a separate application.) Thinks there is too much glass on south elevation.
- Ms. Dudney: Do we really require parking for this if there was none before? (Mr. Grosshuesch: The building has been sold off and now parking required is not guaranteed to this building.) Would like to punt to Town Council like through a development agreement.
- Mr. Schuman: We're only talking 20 spaces. (Mr. Griffith: Parking was never individually required for the previous building when it went through a change of use. We are getting stuck with larger liability now that this is a separate property.)
- Mr. Giller: Solution is to get an agreement with Village for parking.
- Ms. Dudney: Maybe get agreement with Village for 20 of the 63 commercial spaces. Maybe a development agreement would allow for a lesser number.
- Mr. Grosshuesch: We need a perpetual agreement for parking or a development agreement. Staff thinks the nonconforming section doesn't apply to parking.
- Mr. Giller: Could you lower the roof height 6 inches to comply and still meet the needs of conference room standards? (Tim Losa: We believe we are in compliance. If we determine the flat roof calculation applies, it could be lowered 6 inches.) It should be lowered 6 inches. I agree with the staff interpretation. If this is measured as you suggest, then the massing is larger at the edge as that is the highest point versus at the middle.
- Ms. Puester: We need the Planning Commission to weigh on parking as this has been an issue since the submittal.
- Ms. Dudney: Need to go development agreement route if want waiver from the parking requirement. Would not feel comfortable with a parking waiver only being approved by the Planning Commission. (Mr. Griffith: Seems the Planning Commission thinks the parking is important.)

Public comment:

No comments submitted. Public hearing was closed.

Commissioner Questions / Comments:

- Mr. Shuman: Applicant needs to provide some parking solution or agreement either with the Town or the Village Homeowner's Association. We are not going to waive magic wand to waive the requirement. Building height—the building has a sloped roof—do not use flat roof measurement. Concern about too much glass on south elevation. Circulation—need to make a good case to staff for positive points. Maybe could waive the negative point for outdoor heated space if there's a safety issue.
- Mr. Lamb: Agrees with Mr. Schuman. Believes the application complies with height and on outdoor space but we need parking to be addressed.
- Mr. Giller: Get agreement with neighbor on parking. On roof, because it is tall at the edge of the building, instead of the center, staff is correct in using the flat roof measurement. Likes design. Warm colors on wood and stucco but cool colors on stone could be an issue, but not code related but you should take a look at the combination.
- Mr. Schroder: Parking needs to be addressed. Agrees with staff on building height measured as a flat roof. This application could get to a passing point analysis. On landscaping, there is a potential to

- get positive two points with additional landscaping.
- Mr. Gerard: Implicit share of parking should be attributed to this development. Will not agree to waive parking and thinks it is generous to use Beaver Run analysis. Agrees with flat roof analysis—when you look at building its flat. Waive outdoor heated space because it appears to be a safety feature, especially with being shaded on the east side. There is a lot of glazing on the south elevation. Not opposed to it, but it should be glare resistant. Nice project, like the roofs.
- Ms. Dudney: Parking is needed and agrees with Mike on flat roof height measurement. Needs to see precedent on outdoor heated space.
- Ms. Leidal: When we have opportunity to bring nonconforming structures into compliance, we should. Agrees with parking requirement. Agrees with flat roof analysis and the overall point analysis. Doesn't like stucco color.

OTHER MATTERS:

1. Town Council Summary
2. Alternate Dates for June 5 Meeting
 - Staff suggests Monday, June 4 for alternative date, works for consultants as well. Seems to work for most Commissioners with the exception of Mr. Lamb.

ADJOURNMENT:

The meeting was adjourned at 10:04 pm.

Christie Mathews-Leidal, Chair



Memo

To: Breckenridge Town Council Members
From: Mark Johnston, Assistant Public Works Director
Date: 5/2/2018 (for 5/8/18)
Subject: Dig Once Ordinance-Second Reading

The Dig Once Ordinance was presented for first reading to Town Council during the April 24th Work Session and Regular Session. Representatives from Comcast and Xcel were present during both meetings and provided comments during the Regular Session. Xcel provided written feedback to staff last week. Staff reviewed this feedback and feels that incorporating the recommended changes would not impact the intent of the ordinance.

The notable changes are;

- Addition of the following language - "No Utility shall be required to serve as a financial pass through from the Town to the contractor installing the Town's conduit".
- When two entities are working in the same location the ordinance originally stated that they would work under one permit. This has been changed to state, "Both entities will maintain separate and distinct permits for the purpose of their intended projects".

I will be available during the work session and regular session on May 8th to answer any questions.

1 **FOR WORKSESSION/SECOND READING – MAY 8**

2
3 Additions To The Ordinance As Approved on First Reading Are
4 Indicated By **Bold + Double Underline**; Deletions By ~~Strikeout~~

5
6 COUNCIL BILL NO. 10

7
8 Series 2018

9
10 AN ORDINANCE AMENDING TITLE 11 OF THE BRECKENRIDGE TOWN CODE BY
11 ADOPTING A NEW CHAPTER 9 CONCERNING REGULATIONS FOR WORK
12 UNDERTAKEN IN TOWN STREETS; AND MAKING A CONFORMING AMENDMENT
13 TO THE CHAPTER 1 OF TITLE 9 OF THE BRECKENRIDGE TOWN CODE, KNOWN AS
14 “THE TOWN OF BRECKENRIDGE DEVELOPMENT CODE”

15
16 BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BRECKENRIDGE,
17 COLORADO:

18
19 Section 1. Title 11 of the Breckenridge Town Code is amended by the addition of a new
20 Chapter 9, to be entitled “Work Performed in Town Streets,” which shall read as follows:

21
22 **CHAPTER 9**

23
24 **WORK PERFORMED IN TOWN STREETS**

25
26 Section:

- 27
- 28 11-9-1: Short Title
- 29 11-9-2: Purpose and Objectives
- 30 11-9-3: Definitions
- 31 11-9-4: Town Public Work Projects
- 32 11-9-5: Specifications and Cost to be Paid by the Town to Install Conduit in the Town’s Right
- 33 of Way
- 34 11-9-6: Police Powers
- 35 11-9-7: Joint Planning and Construction; Coordination of Planned Excavations
- 36 11-9-8: Joint Excavation
- 37 11-9-9: Construction of New Streets
- 38 11-9-10: Regulations
- 39

40 **11-9-1: SHORT TITLE:** This Chapter is to be known and may be cited as the “Town of
41 Breckenridge 2018 Dig Once Ordinance.”
42

1 **11-9-2: PURPOSE AND OBJECTIVES:**

2
3 A. The purpose of this Chapter is to provide principles and procedures for the coordination of
4 construction excavation within any public rights of way within the Town, and to protect the
5 integrity of the Town's rights of way and street system.

6
7 B. Public and private uses of rights of way for location of utilities employed in the provision of
8 public services should, in the interests of the general welfare, be accommodated; however, the
9 Town must insure that the primary purpose of the rights of way, namely, the safe and efficient
10 passage of pedestrian and vehicular traffic, is maintained to the greatest extent possible. In
11 addition, the value of other public and private installations, facilities, and properties should be
12 protected, competing uses must be reconciled, and the public safety preserved. The use of the
13 Town's rights of way corridors for the location of facilities is secondary to these public
14 objectives. This Chapter is intended to assist in striking a balance between the public need for
15 efficient, safe transportation routes and the use of rights of way for location of facilities by public
16 and private entities. It thus has several objectives:

17
18 1. To ensure that the public health, safety, and welfare is maintained and that public
19 inconvenience is minimized.

20
21 2. To facilitate work within the rights of way through the standardization of regulations.

22
23 3. To conserve and fairly apportion the limited physical capacity of the public rights of
24 way held in public trust by the Town.

25
26 4. To promote cooperation among the applicants and permittees (as defined in this
27 Chapter) and the Town in the occupation of the public rights of way, and work therein, in order
28 to: (i) eliminate duplication that is wasteful, unnecessary or unsightly; (ii) lower the permittee's
29 and the Town's costs of providing services to the public, and (iii) minimize the number of
30 excavations that occur in the Town's rights of way.

31
32 **11-9-3: DEFINITIONS:** In this Chapter the following words shall have the following
33 meanings:

34
ADMINISTRATIVE DOCUMENT: Includes the specifications of conduit placements
along with the guidelines for determining direct
costs on a per-project basis.

APPLICANT: An owner or duly authorized agent of such
owner, who has applied for a permit to Excavate
in the rights of way.

BROADBAND: Has the meaning provided by applicable federal

law.

COLLECTOR STREET:

Has the meaning provided in the Town's Engineering Standards, as amended from time to time .

CONDUIT:

A single enclosed raceway for cables, fiber optics or other wires, or a pipe or canal used to convey fluids or gases.

DEVELOPER:

The person, partnership, corporation, or other legal entity who is improving property within Town and who is legally responsible to the Town for the construction of improvements within a subdivision or as a condition of a building permit or other land use or development authorization.

DIRECT COST:

All necessary and usual costs associated with the placement of Conduits as determined and approved by the Town Engineer,.

EMERGENCY:

Any event which may threaten public health or safety, or that results in an interruption in the provision of services, including, but not limited to, damaged or leaking water or gas conduit systems, damaged, plugged, or leaking sewer or storm drain conduit systems, damaged electrical and communications facilities, making it impracticable under the circumstances to provide advanced notice of needed repairs.

EXCAVATE OR EXCAVATION:

Any Work in the surface or subsurface of the rights of way, including, but not limited to opening the rights of way; installing, servicing, repairing, or modifying any Facility(ies) in or under the surface or subsurface of the rights of way, and restoring the surface and subsurface of the rights of way.

FACILITIES:

Includes, without limitation, any pipes, conduits, wires, cables, amplifiers, transformers, fiber optic lines, antennae, poles, ducts, fixtures and appurtenances and other like equipment used in

transmitting, receiving, distributing, offering, and providing broadband, utility and other services.

LANDSCAPING:

Materials, including without limitation, grass, ground cover, shrubs, vines, hedges, or trees and nonliving natural materials commonly used in landscape development, as well as attendant irrigation systems.

MAJOR WORK:

Any reasonably foreseeable excavation that will affect the rights of way for more than five (5) consecutive calendar days.

OWNER:

Any Person, including the Town, who owns any facilities that are or are proposed to be installed or maintained in the rights of way.

PERMIT:

Any authorization for use of the rights of way granted in accordance with the terms of this Chapter, and other applicable laws and policies of the Town.

PERMITTEE:

The holder of a valid permit issued pursuant to this Chapter and other applicable provisions of applicable law for excavation in the rights of way.

PERSON:

Any person, firm, partnership, special, metropolitan, or general district formed under Title 32 of the Colorado Revised Statutes, or other applicable state law, association, corporation, company, or organization of any kind.

RIGHTS OF WAY:

Any public street, road, way, place, alley, sidewalk or easement, that is owned, held or otherwise dedicated to the Town for public use.

TOWN ENGINEER:

The Town Engineer of the Town, or such person's designee acting pursuant to Section 1-7-2 of this Code.

TOWN:

The Town of Breckenridge, Colorado.

WORK:

Any labor performed on, or any use or storage of equipment or materials, including but not limited to, construction of streets and all related appurtenances, fixtures, improvements, sidewalks, driveway openings, street lights, and traffic signal devices. Such term shall also mean construction, maintenance, and repair of all underground structures such as pipes, conduit, ducts, tunnels, manholes, vaults, buried cable, wire, or any other similar facilities located below surface, and installation of overhead poles used for any purpose.

1
2 **11-9-4: TOWN PUBLIC WORK PROJECTS:**
3

4 A. Unless waived by the Town Engineer based on undue burden, an unfavorable cost benefit
5 analysis, or the consideration of other relevant factors, the Town will install or have installed
6 communications conduit whenever the Town undertakes or authorizes the following types of
7 projects:
8

- 9 1. New street, road, sidewalk, bike path, or other transportation infrastructure
10 construction.
11
12 2. Major maintenance, repaving, or other significant work on the above infrastructure.
13
14 3. Excavations for repairing or installing utilities, including but not limited to
15 **broadband** communications, ~~electrical~~**electricity**, gas, water, and storm drainage.
16
17 4. Other excavations, or work on public property or in the public right of way that
18 provide a similar opportunity to install conduit for future use at a low additional cost.
19
20 5. When determining if a specification is feasible or practicable, the Town Engineer will
21 take into account the added cost, the length of the conduit installed (and therefore its potential
22 future value), the impact on the overall project, and other relevant factors.
23

24 B. Because communications facilities are needed to monitor, manage, and provide security for
25 the Town to support public safety and economic development in general, the cost of purchasing,
26 installing, and documenting the conduit may be included in the cost of the overall project.
27 However, other sources of funds may also be used if available.
28

29 C. Conduit installed by or on behalf of the Town will be owned **and maintained** by the Town.
30

1 D. A record of all Town-owned conduits will be maintained the Public Works Department, and
2 transferred into the Town’s geographic information system (GIS).
3

4 **11-9-5: SPECIFICATIONS AND COST TO BE PAID BY THE TOWN TO INSTALL**
5 **CONDUIT IN THE TOWN’S RIGHT OF WAY:** The Town will work with local agencies to
6 establish common standards for the type, size, and number of conduits and associated fixtures to
7 be installed. Until these standards are established, a single conduit will be installed. The Town
8 Engineer shall determine the “direct cost” to be paid by the Town in connection with the
9 installation of conduit in the Town’s right of way as provided in this Chapter. The
10 “Administrative Document” can be obtained from the Town Engineer.
11

12 **11-9-6: POLICE POWERS:** A permittee’s rights under this Chapter and a permit issued
13 pursuant to this Chapter are subject to the police powers of the Town, which include the power to
14 adopt and enforce ordinances, including amendments to this Chapter, and regulations necessary
15 to the safety, health, and welfare of the public. A permittee shall comply with all applicable
16 ordinances and regulations enacted, or hereafter enacted, by the Town or any other legally
17 constituted governmental unit having lawful jurisdiction over the subject matter hereof. The
18 Town reserves the right to exercise its police powers, notwithstanding anything in this Chapter or
19 any permit to the contrary. Any conflict between the provisions of a Town ordinance, resolution,
20 or permit issued by the Town and any other present or future lawful exercise of the Town’s
21 police powers shall be resolved in favor of the latter.
22

23 **11-9-7: JOINT PLANNING AND CONSTRUCTION; COORDINATION OF PLANNED**
24 **EXCAVATIONS:**
25

26 A. Excavations in the Town’s rights of way disrupt and interfere with the public use of those
27 rights of ways and can damage the pavement and Landscaping. The purpose of this section is to
28 reduce this disruption, interference, and damage by promoting better coordination among
29 applicants and permittees making excavations in Town’s rights of way and between such Persons
30 and the Town. Better coordination will assist in minimizing the number of excavations being
31 made wherever feasible, and will ensure the excavations in Town’s rights of way are, to the
32 maximum extent possible, performed before, rather than after, the resurfacing of the rights of
33 way by the Town.
34

35 B. Any permittee owning, operating, or installing facilities in Town rights of way to provide
36 water, sewer, gas, electric, broadband, communications, video or other utility or utility-like
37 services shall coordinate such actions with the Town Engineer. If the Town ~~has an interest in~~
38 ~~installing~~ **requires that conduit be installed** in the same location the permittee shall **coordinate**
39 **with the Town and facilitate the installation of** install the Town’s conduit, ~~and charge the~~
40 ~~Town the direct cost associated with install conduit~~ Such charges **The direct cost of installing**
41 **the Town’s conduit** will be paid by the Town as described in Section 11-9-5. **No utility shall be**
42 **required to serve as a financial pass through from the Town to the contractor installing the**
43 **Town’s conduit.** Failure to coordinate with the Town Engineer will compromise the permittee’s

1 ability to work in the right of way.
2

3 C. The Town Engineer shall review all major excavation plans for work to be done in the
4 Town's rights of way, and identify conflicts and opportunities for coordination of excavations.
5 The Town Engineer shall notify affected Owners and permittees of such conflicts and
6 opportunities to the extent necessary to maximize coordination of excavation. Each Applicant for
7 a permit shall coordinate, to the extent practicable, with each potentially affected Owner and
8 permittee to minimize disruption in the rights of way.
9

10 D. The Town may disclose information contained in a permittee's excavation plan to any public
11 or private entity planning on conducting excavation activities in the rights of way only on a need-
12 to-know basis in order to facilitate coordination among excavators and to avoid unnecessary
13 excavation in the rights of way. To the maximum extent permissible under the Colorado Open
14 Records Act, as amended, the Town shall not otherwise disclose to the public any information
15 contained in a excavation plan submitted by a permittee that is proprietary, a trade secret, or is
16 otherwise protected from public disclosure under applicable law; provided, however that the
17 Town shall have no duty to decline to disclose any information that the permittee has not
18 identified on its face as proprietary, a trade secret, or otherwise protected from disclosure under
19 applicable law. The Town shall notify a permittee of any request for inspection of public records
20 that calls for disclosure of any excavation plan on which any information has been identified as
21 proprietary, trade secret or otherwise protected from disclosure. The Town shall consult with its
22 legal counsel regarding any such request and shall inform the affected permittee either that the
23 Town will refuse to disclose the protected information or, if there is no proper basis for such
24 refusal, that the Town intends to disclose the requested information unless ordered otherwise by
25 a court.
26

27 E. In preparation for locating facilities in the Town's rights of way a permittee shall compile all
28 information regarding the permittee's or any other facilities already located in the rights of way
29 and shall make that information available to the Town in a written and verified format acceptable
30 to the Town Engineer. If the permittee fails to provide such information in a timely manner, the
31 Town Engineer may obtain such information and charge the permittee the actual costs for
32 obtaining the information.
33

34 **11-9-8: JOINT EXCAVATION:**
35

36 A. Public Entity and Special Districts Excavators. Whenever two or more public entity
37 excavators propose Major Work in the same block within a year, such Work shall be performed
38 by one public entity excavator when practical. The participants to the excavation shall pay their
39 pro rata share of the Work, or as otherwise agreed to by the affected public entities. For purposes
40 of this subsection A, the public entity excavators shall be treated as a single permit Applicant and
41 shall submit one application.
42

43 B. Private Entity Excavators. Whenever two or more private entity excavators propose Major

1 Work in the same block, such Work shall be performed by one private entity excavator if
2 possible. For purposes of this subsection B, the private entity excavators will coordinate to
3 determine who will perform the excavation work. Both entities will maintain separate and
4 distinct permits for the purpose their intended projects. ~~shall be treated as a single permit~~
5 ~~applicant and shall submit one application.~~ If the Town has an interest in installing conduit in the
6 same location the permittee shall install the Town's conduct and charge the Town the direct cost
7 associated with install conduit as described in Section 11-9-5. Such charges will be paid by the
8 Town.

9 C. Public Entity Excavator and Private Entity Excavator. Whenever a public entity excavator(s)
10 and a private entity excavator(s) propose Major Work in the same block the Department shall
11 condition permits for such Work in a manner that maximizes coordination and minimizes the
12 total period of construction. If the Town has an interest in installing conduit in the same location
13 the permittee shall charge the Town the direct cost associated with install conduit as described in
14 Section 11-9-5.

16 **11-9-9: CONSTRUCTION OF NEW STREETS:**

18 A. The intent of this section is to provide for the construction of infrastructure sufficient to allow
19 broadband communications entities desiring to deploy facilities in the future to do so by pulling
20 the same through the conduit and appurtenances installed pursuant to this section and without
21 Excavating within the rights of way. This section is not intended to require Owners of broadband
22 facilities or other conduit to install additional ducts or conduit in existing rights of way; rather, it
23 is intended to require those constructing public streets, including the Town and Developers, to
24 provide and install such conduit and appurtenances as may be necessary to accommodate future
25 broadband needs within the rights of way without further excavation.

27 B. Whenever any new public street is constructed, whether by the Town as a public works
28 project or by a Developer or other private party in conjunction with development, the following
29 shall be required:

31 1. For all new collector streets, a minimum of two 4" conduits shall be installed by the
32 party constructing the street; provided however that at the discretion of the Town Engineer, the
33 number and size of the conduit and spacing of pull boxes may be modified to address the
34 reasonably known plans and/or demand for broadband capacity in these locations. If determined
35 that additional conduits are required, the Town shall determine direct costs as provider for in
36 section 11-9-5.

38 2. For all other new streets, a minimum of two 2" conduits shall be installed by the party
39 constructing the street. If determined that additional conduits are required, the Town shall
40 determine direct costs as provider for in section 11-9-5.

42 3. In addition to installing conduit, the party constructing the street will be required to
43 install such vaults and other appurtenances as may be necessary to accommodate installation and

1 connection of broadband facilities within the conduit.

2
3 4. All construction and installation shall be accomplished according to construction
4 standards adopted by the Town. The construction standards shall be adopted with due
5 consideration given to existing and anticipated technologies and consistent with industry
6 standards.

7
8 5. All facilities installed by Developers or other private parties pursuant to this section
9 shall be conveyed and dedicated to the Town with the dedication and conveyance of the public
10 street and/or rights of way.

11
12 6. All installation costs shall be the responsibility of the party constructing the public
13 street; provided, however, if the Town determines that more than number of conduits described
14 in subsections B1 and B2 of this section are required, the Town will pay the direct cost of
15 installing the additional conduits.

16
17 C. The Town reserves the right to charge reasonable fees for the use of conduit installed
18 pursuant to this section, to the extent consistent with and as limited by federal and state laws.
19 Any such fees shall be established by resolution or ordinance.

20
21 **11-9-10 RULES AND REGULATIONS:** The Town Engineer may from time to time adopt,
22 amend, alter, and repeal administrative rules and regulations as may be necessary for the proper
23 administration of this Chapter. Such regulations shall be adopted in accordance with the
24 procedures established by Title 1, Chapter 18 of this Code. Pursuant to Section 1-18-6 of this
25 Code, the Town Council authorizes the Town Engineer’s rules and regulations promulgated
26 pursuant to this Section to be enforced in the Town’s municipal court.

27
28 Section 2. Section 9-1-19-28A, “Policy 28 (Absolute) Utilities” of the Breckenridge
29 Town Code is amended by the addition of a new section K, which shall read as follows:

30
31 K. Compliance with Town’s “Dig Once” Policy: The installation of all utility
32 lines within a Town street or right of way shall be done in compliance with
33 Chapter 9 of Title 11 of this Code, known as the “Town of Breckenridge 2018
34 Dig Once Ordinance.”

35
36 Section 3. Except as specifically amended hereby, the Breckenridge Town Code, and the
37 various secondary codes adopted by reference therein, shall continue in full force and effect.

38
39 Section 4. The Town Council hereby finds, determines, and declares that this Chapter is
40 necessary and proper to provide for the safety, preserve the health, promote the prosperity, and
41 improve the order, comfort and convenience of the Town of Breckenridge and the inhabitants
42 thereof.

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Section 5. The Town Council hereby finds, determines and declares that it has the power to adopt this Chapter pursuant to: (i) Section 31-15-702, C.R.S., and the powers possessed by home rule municipalities in Colorado; (ii) the authority granted to home rule municipalities by Article XX of the Colorado Constitution; and (iii) the powers contained in the Breckenridge Town Charter.

Section 6. This Chapter shall be published and become effective as provided by Section 5.9 of the Breckenridge Town Charter.

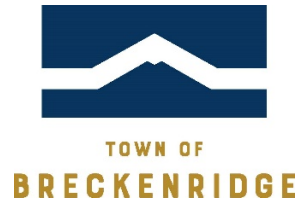
INTRODUCED, READ ON FIRST READING, APPROVED AND ORDERED PUBLISHED IN FULL this ____ day of _____, 2018. A Public Hearing shall be held at the regular meeting of the Town Council of the Town of Breckenridge, Colorado on the ____ day of _____, 2018, at 7:00 P.M., or as soon thereafter as possible in the Municipal Building of the Town.

TOWN OF BRECKENRIDGE, a Colorado municipal corporation

By: _____
Eric S. Mamula, Mayor

ATTEST:

Helen Cospolich, CMC,
Town Clerk



Memo

To: Breckenridge Town Council Members
From: Tim Berry, Town Attorney
Date: 5/1/2018
Subject: Council Bill No. 11 (Poor House Landmarking Ordinance)

The second reading of the Poor House Landmarking Ordinance is scheduled for your meeting on May 8th. There are no changes proposed to ordinance from first reading.

I will be happy to discuss this matter with you on Tuesday.

1 **FOR WORKSESSION/SECOND READING – MAY 8**

2
3 **NO CHANGE FROM FIRST READING**

4
5 COUNCIL BILL NO. 11

6
7 Series 2018

8
9 AN ORDINANCE DESIGNATING CERTAIN REAL PROPERTY AS A LANDMARK
10 UNDER CHAPTER 11 OF TITLE 9 OF THE BRECKENRIDGE TOWN CODE
11 (Poor House, 307 South French Street)

12
13 BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BRECKENRIDGE,
14 COLORADO:

15
16 Section 1. Findings. The Town Council of the Town of Breckenridge finds and
17 determines as follows:

18
19 A. The Town of Breckenridge owns the hereinafter described real property.
20 Such real property is located within the corporate limits of the Town of Breckenridge,
21 County of Summit and State of Colorado.

22
23 B. The Town of Breckenridge filed an application pursuant to Chapter 11 of
24 Title 9 of the Breckenridge Town Code seeking to have the hereinafter described real
25 property designated as a landmark (“**Application**”).

26
27 C. The Town followed all of procedural requirements of Chapter 11 of Title 9 of
28 the Breckenridge Town Code in connection with the processing of the Application.

29
30 D. The improvements located on hereinafter described real property are more
31 than fifty (50) years old.

32
33 E. The hereinafter described real property meets the “Social” designation criteria
34 for a landmark as set forth in Section 9-11-4(A)(1)(b) is met because the property
35 exemplifies cultural, political, economic or social heritage of the community.

36
37 F. The hereinafter described real property meets the “Social” designation criteria
38 for a landmark as set forth in Section 9-11-4(A)(1)(b)(2) of the Breckenridge Town Code
39 because the property exemplifies cultural, political, economic or social heritage of the
40 community.

41
42 G. The hereinafter described real property meets the “Physical Integrity” criteria
43 for a landmark as set forth in Section 9-11-4(A)(3) of the Breckenridge Town Code
44 because:

- 1 (i) The property shows character, interest or value as part of the development,
2 heritage or cultural characteristics of the community, region, state or
3 nation and;
- 4 (ii) The structure is on its original location or is in the same historic context
5 after having been moved.
6

7 H. In accordance with the requirements of Section 9-11-3(B)(3) of the
8 Breckenridge Town Code, on April 3, 2018 the Application was reviewed by the
9 Breckenridge Planning Commission. On such date the Planning Commission
10 recommended to the Town Council that the Application be granted.
11

12 I. The Application meets the applicable requirements of Chapter 11 of Title 9 of
13 the Breckenridge Town Code, and should be granted without conditions.
14

15 J. Section 9-11-3(B)(4) of the Breckenridge Town Code requires that final
16 approval of an application for landmark designation under Chapter 11 of Title 9 of the
17 Breckenridge Town Code be made by ordinance duly adopted by the Town Council.
18

19 Section 2. Designation of Property as Landmark. The following described real
20 property:
21

22 See the attached Exhibit “A” which is incorporated into this ordinance by
23 reference
24

25 is designated as a landmark pursuant to Chapter 11 of Title 9 of the Breckenridge Town
26 Code.
27

28 Section 3. Police Power Finding. The Town Council finds, determines and declares that
29 this ordinance is necessary and proper to provide for the safety, preserve the health, promote the
30 prosperity, and improve the order, comfort and convenience of the Town of Breckenridge and
31 the inhabitants thereof.
32

33 Section 4. Town Authority. The Town Council finds, determines and declares that it has
34 the power to adopt this ordinance pursuant to the authority granted to home rule municipalities
35 by Article XX of the Colorado Constitution and the powers contained in the Breckenridge Town
36 Charter.
37

38 Section 5. Effective Date. This ordinance shall be published and become effective as
39 provided by Section 5.9 of the Breckenridge Town Charter.
40

41 INTRODUCED, READ ON FIRST READING, APPROVED AND ORDERED
42 PUBLISHED IN FULL this 24th day of April, 2018. A Public Hearing shall be held at the
43 regular meeting of the Town Council of the Town of Breckenridge, Colorado on the 8th day of
44 May, 2018, at 7:00 P.M., or as soon thereafter as possible in the Municipal Building of the
45 Town.
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TOWN OF BRECKENRIDGE, a Colorado
municipal corporation

By _____
Eric S. Mamula, Mayor

ATTEST:

Helen Cospolich
Town Clerk

Memo

To: Breckenridge Town Council Members
From: Chris Kulick, AICP, Planner III
Date: 5/8/2018
Subject: First Reading: Landmarking the Hilliard House, 110 South Ridge Street



Property History

Mary and William L. Patterson had this one story, hewn timber residence built between December of 1880 and February of 1881. The house is best known as the home of Lewis F. Hilliard who gained fame as the assayer who cleaned and weighed “Tom’s Baby”, Colorado’s largest gold nugget. The nugget weighed 160 oz. when it was first discovered, and 136 oz. 5 dwt. after its face was cleaned. It was taken out of the Gold Flake Mine on Farncomb Hill near Breckenridge on July 23, 1887. The nugget is now on display with the John F. Campion Collection at the Denver Museum of Nature and Science.

By August of 1886, a second story had been added to the log structure and it housed an assay office with a gasoline furnace. In 1887, assayer Lewis F. Hilliard and his wife, Mary M. purchased the structure and made it their permanent home. They lived there with their two daughters Lilly and Mary. Hilliard was a Civil War veteran and member of the Masonic order.

The property remained in the Hilliard family until Mary Hilliard Williams, a daughter, sold the property to Rebecca and Dean Bussart in 1961. The early log residence became the Angel’s Rest Restaurant in 1973. Henry E. Fish purchased the property in 1986 and became the A. R. Restaurant and Bar in

1987. The New York Deli moved into the building in 1993, and Bubba's Bones BBQ operated there from 1996 – 2010. The building was briefly home to the La Montana Linda restaurant in 2011 and had a note-worthy incident involving reality TV personality “Dog the Bounty Hunter” and the restaurant’s owners that was widely reported in the tabloid press. This incident only added to the interesting lore of the building.

The building briefly sat vacant until Moe’s BBQ entered into a lease with Mr. Fish in 2012. Prior to occupying the building, Moe’s BBQ added a barbeque smoker and in addition, did some historic preservation improvements.

Most recently the property was purchased by the current owners, Gwen Fletcher & Susan Stanley, in January 2017.

At their February 20th meeting, the Planning Commission reviewed the proposed landmarking of the Hilliard House and recommended (with a vote of 6-1) that the Town Council adopt an ordinance approving local landmark status for the property. One of the primary benefits of having local landmark designation is that it increases the property’s eligibility for grants and allows for “free” basement density under the historic portion of the structure.

The Commission found that the property fulfilled the criteria in Title 9, Chapter 11 *Historic Preservation* of the Development Code which includes:

- A. The improvements located on the subject property are more than fifty (50) years old.
- B. The “Social” designation criteria for a landmark as set forth in Section 9-11-4(A)(1)(b) is met because the property is associated with a notable person or the work of a notable person.
- C. The “physical integrity” criteria for a landmark as set forth in Section 9-11-4(A)(3) is met because the property shows character, interest and value as part of the development, heritage and cultural characteristics of the community, region, state and nation and the property retains original design features, materials and character and the structure is on its original location or is in the same historic context after having been moved.

This is a first reading. Staff will be available at the meeting to answer any questions.

The Planning Commission recommends approval, with a vote of 6-1 of the proposal to locally landmark the Hilliard House.

Recommended Motion

I recommend the Council approve the proposed Local Landmarking of the Hilliard House, located at 110 South Ridge Street, Lots 26-27, Block 11, Abbett Addition at First Reading.

1 ***FOR WORKSESSION/FIRST READING – May 8, 2018***

2
3 COUNCIL BILL NO. ____

4
5 Series 2018

6
7 AN ORDINANCE DESIGNATING CERTAIN REAL PROPERTY AS A LANDMARK
8 UNDER CHAPTER 11 OF TITLE 9 OF THE BRECKENRIDGE TOWN CODE
9 (Hilliard House, 110 South Ridge Street, Lots 26-27, Block 11, Abbett Addition)

10
11 BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BRECKENRIDGE,
12 COLORADO:

13
14 Section 1. Findings. The Town Council of the Town of Breckenridge finds and
15 determines as follows:

16
17 A. The Town of Breckenridge owns the hereinafter described real property.
18 Such real property is located within the corporate limits of the Town of Breckenridge,
19 County of Summit and State of Colorado.

20
21 B. The Town of Breckenridge filed an application pursuant to Chapter 11 of
22 Title 9 of the Breckenridge Town Code seeking to have the hereinafter described real
23 property designated as a landmark (“**Application**”).

24
25 C. The Town followed all of procedural requirements of Chapter 11 of Title 9 of
26 the Breckenridge Town Code in connection with the processing of the Application.

27
28 D. The improvements located on hereinafter described real property are more
29 than fifty (50) years old.

30
31 E. The hereinafter described real property meets the “Social” designation criteria
32 for a landmark as set forth in Section 9-11-4(A)(1)(b)(2) of the Breckenridge Town Code
33 because the property is associated with a notable person or the work of a notable person.

34
35 F. The hereinafter described real property meets the “Physical Integrity” criteria
36 for a landmark as set forth in Section 9-11-4(A)(3) of the Breckenridge Town Code
37 because:

- 38
39 (i) The property shows character, interest or value as part of the development,
40 heritage or cultural characteristics of the community, region, state or
41 nation and;
42 (ii) The property retains original design features, materials and character and
43 the structure is on its original location or is in the same historic context after
44 having been moved.

45 .

46

1 A. In accordance with the requirements of Section 9-11-3(B)(3) of the
2 Breckenridge Town Code, on February 20, 2018 the Application was reviewed by the
3 Breckenridge Planning Commission. On such date the Planning Commission
4 recommended to the Town Council that the Application be granted.
5

6 B. The Application meets the applicable requirements of Chapter 11 of Title 9 of
7 the Breckenridge Town Code, and should be granted without conditions.
8

9 C. Section 9-11-3(B)(4) of the Breckenridge Town Code requires that final
10 approval of an application for landmark designation under Chapter 11 of Title 9 of the
11 Breckenridge Town Code be made by ordinance duly adopted by the Town Council.
12

13 Section 2. Designation of Property as Landmark. The following described real
14 property:

15
16 See the attached Exhibit "A" which is incorporated into this ordinance by
17 reference

18
19 is designated as a landmark pursuant to Chapter 11 of Title 9 of the Breckenridge Town
20 Code.
21

22 Section 3. Police Power Finding. The Town Council finds, determines and declares that
23 this ordinance is necessary and proper to provide for the safety, preserve the health, promote the
24 prosperity, and improve the order, comfort and convenience of the Town of Breckenridge and
25 the inhabitants thereof.
26

27 Section 4. Town Authority. The Town Council finds, determines and declares that it has
28 the power to adopt this ordinance pursuant to the authority granted to home rule municipalities
29 by Article XX of the Colorado Constitution and the powers contained in the Breckenridge Town
30 Charter.
31

32 Section 5. Effective Date. This ordinance shall be published and become effective as
33 provided by Section 5.9 of the Breckenridge Town Charter.
34

35 INTRODUCED, READ ON FIRST READING, APPROVED AND ORDERED
36 PUBLISHED IN FULL this 8th day of May, 2018. A Public Hearing shall be held at the regular
37 meeting of the Town Council of the Town of Breckenridge, Colorado on the 22nd day of May,
38 2018, at 7:00 P.M., or as soon thereafter as possible in the Municipal Building of the Town.
39

40 TOWN OF BRECKENRIDGE, a Colorado
41 municipal corporation
42

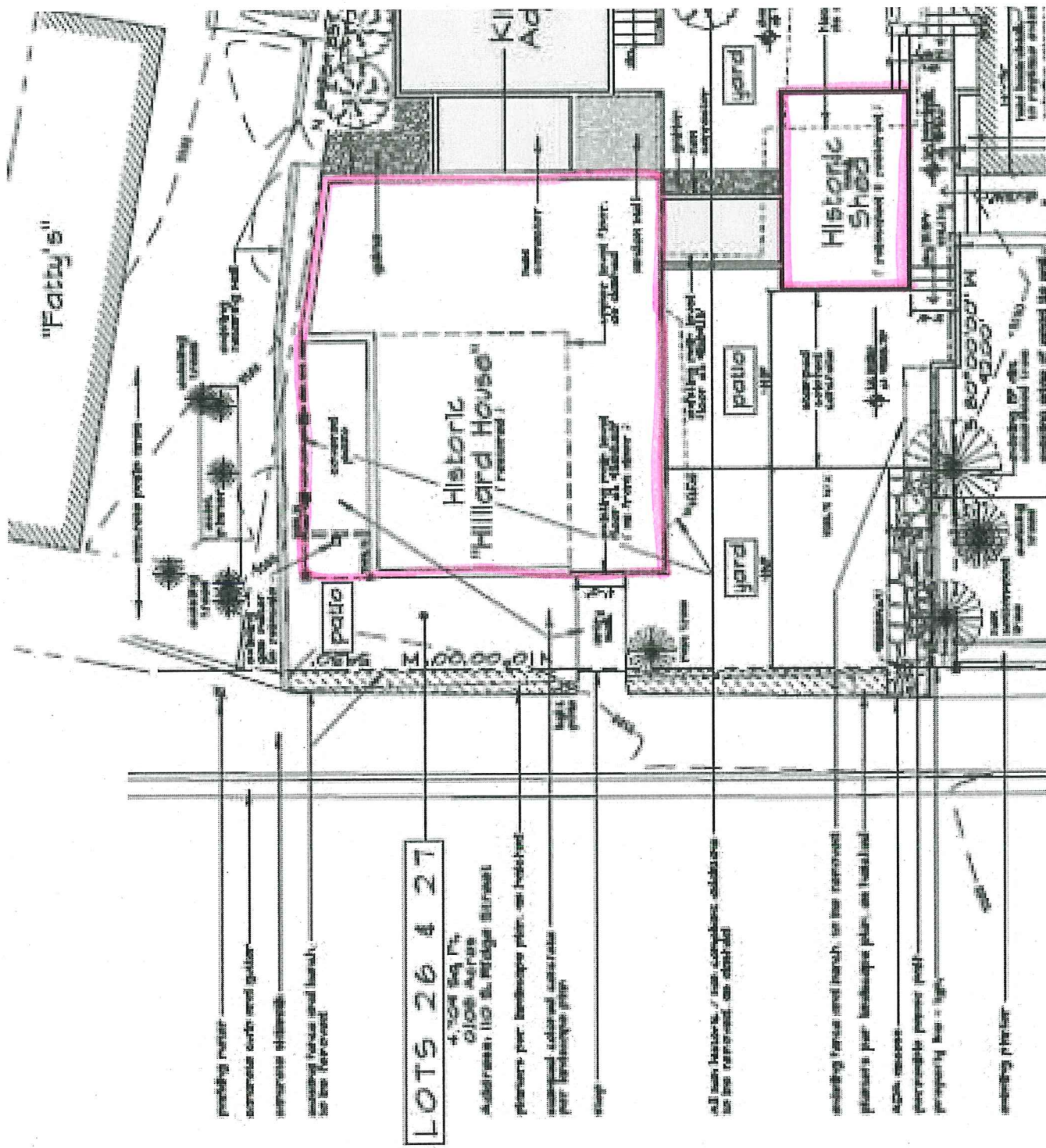
43
44
45 By _____
46 Eric S. Mamula, Mayor

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ATTEST:

Helen Cospolich
Town Clerk

Exhibit "A"



Memo

To: Breckenridge Town Council Members
From: Chris Kulick, AICP, Planner III
Date: 5/8/2018
Subject: First Reading: Landmarking the Searle Residence, 300 East Washington Avenue



Property History

Articles in the Breckenridge Daily Journal indicate that this dwelling was built in 1885. This information is corroborated by Sanborn Fire Insurance maps, which indicate that it was built sometime between 1883 and 1886. The original building was a simple rectangle with a gable roof orientated north to south (see photo below). Later, Sanborn maps depict it as an offset T-shaped building through 1914. Shed-roofed additions to main house to the north (rear) elevation appear quite old, and probably date to the late 1910s or 1920s.

Breckenridge has always been considered an attractive place to retire. A.G. Searle, a passenger conductor on the Chicago, Milwaukee, and St. Paul Railroad, settled in Breckenridge with his wife Lucinda after his retirement in 1885. At his death in 1905, the property was sold to Mary McManis as an income property. Charles Marz next purchased the property for his son George in 1908, who continued to live at this address until 1945. That year, the property was sold to J.M. and Jennie W. Armstrong, a retired couple from Kokomo, Colorado. Upon Jennie's death in 1963, the property passed to her brother, Grover O. Hauser, who sold it to Dean and Clara Huntington in 1964.

Non-compliant additions have occurred at the back of the structure at the north and to the north east end of the building. As a corner lot, three sides of the historic building are visible as primary facades and, with the exception of the porch, match the historic photo taken between 1890 and 1899.

The property has been used as rental property in recent years.

The front porch was added at a later date and appears to be within the Town's period of significance.

The Town's Cultural Resource Survey has rated this house as "Contributing" to the district.

At their March 20th meeting, the Planning Commission reviewed the proposed landmarking of the Searle Residence and recommended (with a vote of 6-0) that the Town Council adopt an ordinance approving local landmark status for the property. One of the primary benefits of having local landmark designation is that it increases the property's eligibility for grants.

The Commission found that the property fulfilled the criteria in Title 9, Chapter 11 *Historic Preservation* of the Development Code which includes:

- A. The improvements located on the subject property are more than fifty (50) years old.
- B. The "architectural" designation criteria for a landmark as set forth in Section 9-11-4(A)(1)(b) is met because the property is of a style particularly associated with the Breckenridge area.
- C. The "physical integrity" criteria for a landmark as set forth in Section 9-11-4(A)(3) is met because the property shows character, interest and value as part of the development, heritage and cultural characteristics of the community, region, state and nation and the property retains original design features, materials and character and the structure is on its original location or is in the same historic context after having been moved.

This is a first reading. Staff will be available at the meeting to answer any questions.

The Planning Commission recommends approval (with a vote of 6-0) of the proposal to locally landmark the Searle Residence.

Recommended Motion

I recommend the Council approve the proposed Local Landmarking of the Searle Residence, located at 300 East Washington Avenue, Lots 15 & 16, Block 4, Abbett Addition at First Reading.

1 , **FOR WORKSESSION/FIRST READING – May 8, 2018**

2
3 COUNCIL BILL NO. ____

4
5 Series 2018

6
7 AN ORDINANCE DESIGNATING CERTAIN REAL PROPERTY AS A LANDMARK
8 UNDER CHAPTER 11 OF TITLE 9 OF THE BRECKENRIDGE TOWN CODE
9 (Searle Residence, 300 East Washington Avenue, Lots 15 & 16, Block 4, Abbett Addition)

10
11 BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BRECKENRIDGE,
12 COLORADO:

13
14 Section 1. Findings. The Town Council of the Town of Breckenridge finds and
15 determines as follows:

16
17 A. The Town of Breckenridge owns the hereinafter described real property.
18 Such real property is located within the corporate limits of the Town of Breckenridge,
19 County of Summit and State of Colorado.

20
21 B. The Town of Breckenridge filed an application pursuant to Chapter 11 of
22 Title 9 of the Breckenridge Town Code seeking to have the hereinafter described real
23 property designated as a landmark (“**Application**”).

24
25 C. The Town followed all of procedural requirements of Chapter 11 of Title 9 of
26 the Breckenridge Town Code in connection with the processing of the Application.

27
28 D. The improvements located on hereinafter described real property are more
29 than fifty (50) years old.

30
31 E. The hereinafter described real property meets the “Architectural” designation
32 criteria for a landmark as set forth in Section 9-11-4(A)(1)(b)(2) of the Breckenridge
33 Town Code because the property is of a style particularly associated with the
34 Breckenridge area.

35
36 F. The hereinafter described real property meets the “Physical Integrity” criteria
37 for a landmark as set forth in Section 9-11-4(A)(3) of the Breckenridge Town Code
38 because:

- 39
40 (i) The property shows character, interest or value as part of the development,
41 heritage or cultural characteristics of the community, region, state or
42 nation and;
43 (ii) The structure is on its original location or is in the same historic context
44 after having been moved.
45

1 G. In accordance with the requirements of Section 9-11-3(B)(3) of the
2 Breckenridge Town Code, on March 20, 2018 the Application was reviewed by the
3 Breckenridge Planning Commission. On such date the Planning Commission
4 recommended to the Town Council that the Application be granted.
5

6 H. The Application meets the applicable requirements of Chapter 11 of Title 9 of
7 the Breckenridge Town Code, and should be granted without conditions.
8

9 I. Section 9-11-3(B)(4) of the Breckenridge Town Code requires that final
10 approval of an application for landmark designation under Chapter 11 of Title 9 of the
11 Breckenridge Town Code be made by ordinance duly adopted by the Town Council.
12

13 Section 2. Designation of Property as Landmark. The following described real
14 property:

15
16 See the attached Exhibit "A" which is incorporated into this ordinance by
17 reference

18
19 is designated as a landmark pursuant to Chapter 11 of Title 9 of the Breckenridge Town
20 Code.
21

22 Section 3. Police Power Finding. The Town Council finds, determines and declares that
23 this ordinance is necessary and proper to provide for the safety, preserve the health, promote the
24 prosperity, and improve the order, comfort and convenience of the Town of Breckenridge and
25 the inhabitants thereof.
26

27 Section 4. Town Authority. The Town Council finds, determines and declares that it has
28 the power to adopt this ordinance pursuant to the authority granted to home rule municipalities
29 by Article XX of the Colorado Constitution and the powers contained in the Breckenridge Town
30 Charter.
31

32 Section 5. Effective Date. This ordinance shall be published and become effective as
33 provided by Section 5.9 of the Breckenridge Town Charter.
34

35 INTRODUCED, READ ON FIRST READING, APPROVED AND ORDERED
36 PUBLISHED IN FULL this 8th day of May, 2018. A Public Hearing shall be held at the regular
37 meeting of the Town Council of the Town of Breckenridge, Colorado on the 22nd day of May,
38 2018, at 7:00 P.M., or as soon thereafter as possible in the Municipal Building of the Town.
39

40 TOWN OF BRECKENRIDGE, a Colorado
41 municipal corporation
42

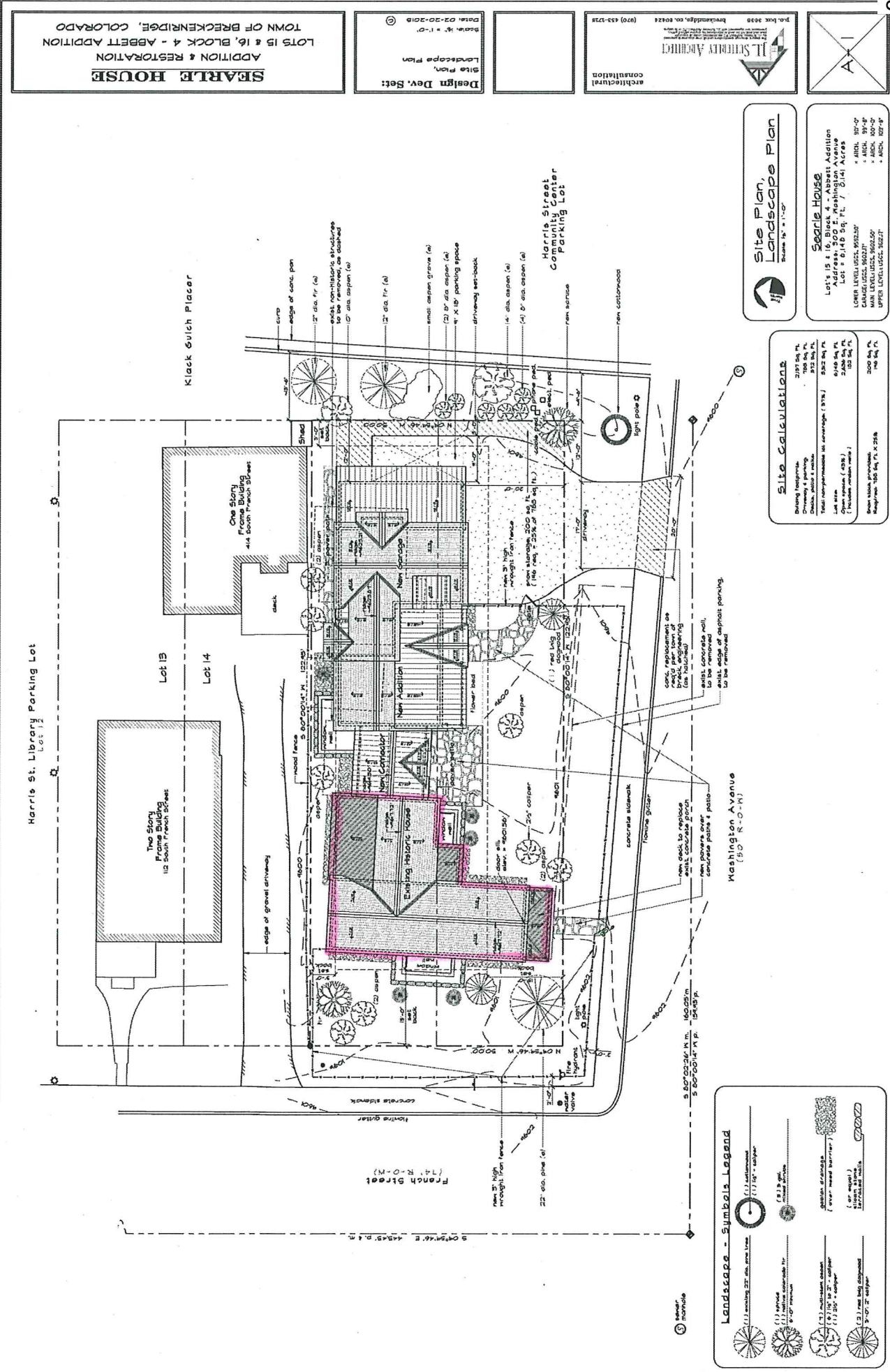
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45 By _____
46 Eric S. Mamula, Mayor

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ATTEST:

Helen Cospolich
Town Clerk

Exhibit "A"



SEARLE HOUSE
ADDITION & RESTORATION
LOTS 13 & 16 - ABBETT ADDITION
TOWN OF BRECKENRIDGE, COLORADO

Design Dev. Set:
Site Plan,
Landscape Plan
Scale: 1/8" = 1'-0"
Date: 02-20-2018

architectural
consultation
707 433-7238
Breckenridge, CO 80424
H. STUBBINS ARCHITECTS

Site Plan,
Landscape Plan
Scale: 1/8" = 1'-0"

Searle House
Lots 13 & 16 Block 4 Abnett Addition
Lot = 0.146 54' PL / 0.141 Acres
• AECOL 30'-0"
• AECOL 39'-0"
• AECOL 60'-0"
• AECOL 60'-0"
UPPER LEVEL: USGS 960223P
CARAGE LEVEL: USGS 960223P
LOWER LEVEL: USGS 960223P

Site Calculations

Driving Impervious	2,171 Sq. Ft.
Driveway Impervious	103 Sq. Ft.
Roofs Impervious	153 Sq. Ft.
Total Impervious	2,427 Sq. Ft.
Total permeable at coverage (87%)	3,522 Sq. Ft.
Lot area	6,146 Sq. Ft.
Open space (43%)	2,719 Sq. Ft.
Impervious (57%)	3,427 Sq. Ft.
Open space (43%)	2,719 Sq. Ft.
Total permeable	3,522 Sq. Ft.
Impervious	2,427 Sq. Ft.
Total	5,949 Sq. Ft.

Landscape - Symbols Legend

(1) 3" spruce	(11) 18" x 24" granite
(2) 1.5" juniper	(12) 18" x 24" granite
(3) 1.5" juniper	(13) 18" x 24" granite
(4) 1.5" juniper	(14) 18" x 24" granite
(5) 1.5" juniper	(15) 18" x 24" granite
(6) 1.5" juniper	(16) 18" x 24" granite
(7) 1.5" juniper	(17) 18" x 24" granite
(8) 1.5" juniper	(18) 18" x 24" granite
(9) 1.5" juniper	(19) 18" x 24" granite
(10) 1.5" juniper	(20) 18" x 24" granite
(21) 18" x 24" granite	(22) 18" x 24" granite
(23) 18" x 24" granite	(24) 18" x 24" granite
(25) 18" x 24" granite	(26) 18" x 24" granite



Memo

To: Breckenridge Town Council Members
From: Shannon Haynes, Assistant Town Manager
Date: 5/2/2018
Subject: Resolution to update procedures to Fill Town Council, Town Board, and Town Commission Vacancies

A resolution updating the procedures to fill Town Council, Town Board, and Town Commission vacancies is scheduled for your meeting on Tuesday, May 8th. There are no changes to the proposed resolution since Council's worksession discussion on April 24th.

Tim Berry and I will be available at the worksession to answer any questions.

1 ***FOR WORKSESSION/ADOPTION – MAY 8***

2
3 Additions To The Current Town Council Procedures and Rules of Order Are
4 Indicated By **Bold + Double Underline**; Deletions By ~~Strikeout~~

5
6 RESOLUTION NO. ____

7
8 SERIES 2018

9
10 A RESOLUTION AMENDING THE TOWN COUNCIL “PROCEDURES AND RULES OF
11 ORDER” CONCERNING THE PROCEDURE TO CONDUCT AN ELECTION TO FILL A
12 VACANCY ON THE TOWN COUNCIL AND THE PROCEDURE TO CONDUCT AN
13 ELECTION TO FILL POSITIONS ON TOWN BOARDS AND COMMISSIONS

14
15 WHEREAS, Section 5.1 of the Breckenridge Town Charter provides that the Town
16 Council shall determine the rules of procedures governing its meetings; and

17
18 WHEREAS, the Town Council has previously adopted the “Council Procedures and
19 Rules of Order” (“**Rules**”) to establish written procedures for conducting Town Council
20 meetings; and

21
22 WHEREAS, Section 4.8(b) of the Town Charter provides in pertinent party that:

23
24 (b) A council seat . . . shall become vacant whenever he is recalled, dies, becomes
25 incapacitated, resigns, refuses to serve, is convicted of a felony, or ceases to be a
26 resident of the Town or ward, if elected by ward. A Council seat . . . shall further
27 become vacant upon failure to attend three (3) consecutive regular Council
28 meetings unless Council for good cause votes to retain him.

29
30 ; and

31
32 WHEREAS, Section 4.8(c) of the Town Charter provides in pertinent part as follows:

33
34 (c) Within sixty (60) days after a vacancy occurs, the remaining members of the
35 Council shall choose, by majority vote, a duly qualified person to fill such
36 vacancy.

37
38 ; and

39
40 WHEREAS, from time to time the Town Council is required to conduct elections to fill
41 positions on Town board and commissions; and

42
43 WHEREAS, Section 9.2 of the Rules provides clarification of the process to be followed
44 by the Town Council when conducting an election to fill a vacancy on the Town Council; and
45

1 WHEREAS, Section 9.3(B) of the Rules provides clarification of the process to be
2 followed by the Town Council when conducting an election to fill positions on Town boards and
3 commissions; and
4

5 WHEREAS, Section 24-6-402(2)(d)(IV), C.R.S., which is part of the Colorado Open
6 Meetings Act, provides that, with certain exceptions not relevant here, a local public body may
7 not take formal action by a secret ballot; and
8

9 WHEREAS, Section 24-6-402(2)(d)(IV), C.R.S., defines secret ballot as “a vote cast in
10 such a way that the identity of the person voting or the position taken in such vote is withheld
11 from the public”; and
12

13 WHEREAS, the Town Council finds and determines that Section 9.2 of the Rules
14 (concerning a Town Council election to fill a vacancy on the Council) should be amended to
15 allow the public to obtain the information required by Section 24-6-402(2)(d)(IV), C.R.S., upon
16 request; and
17

18 WHEREAS, the Town Council further finds and determines that Section 9.3(B) of the
19 Rules (concerning a Town Council election to fill positions on Town boards and commissions)
20 should be amended to allow the public to obtain the information required by Section 24-6-
21 402(2)(d)(IV), C.R.S., upon request; and
22

23 WHEREAS, Section 12.1 of the Rules provides that the Rules may be amended by the
24 vote of two thirds of the Town Council; and
25

26 WHEREAS, Section 12.1 of the Rules further provides that all amendments to the Rules
27 shall be made by resolution; and
28

29 WHEREAS, this resolution was submitted to each member of the Council at least two
30 weeks in advance of the Council meeting at which the adoption of this resolution was to be
31 considered.
32

33 NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF
34 BRECKENRIDGE, COLORADO, as follows:
35

36 Section 1. Rule 9.2 of the Council Procedures and Rules of Order is amended so as to
37 read in its entirety as follows:
38

39 9.2 Election To Fill Vacancy On Council
40

41 Elections to fill a vacancy on the Council will be held by ballot. “Ballot” means a
42 vote cast in such a way that the identity of the person voting and the position
43 taken in such vote is ~~disclosed~~ subject to disclosure to the public upon request.
44 After the votes are cast, the Town Manager will collect and count the votes. The
45 Town Manager will then announce the results. If any of the nominees receives a vote
46 of the majority of the remaining Councilmembers in office on the first ballot, he or

1 she shall be declared elected without further Council action. If none of the nominees
2 receives such a majority vote at the end of the first balloting, the candidate receiving
3 the fewest number of votes will be dropped as a candidate unless the elimination of
4 such name (or names in cases of a tie vote) would leave only one candidate for the
5 office. This process will continue until one candidate receives the majority vote of
6 the remaining Councilmembers in office.

7
8 Section 2. Rule 9.3(B) of the Council Procedures and Rules of Order is amended so as to
9 read in its entirety as follows:

10 9.3 Election For Mayor Pro Tem And For Board And Commission Members

11 ...

12
13
14 **B.** Elections to fill positions on Town boards and commissions will be held by
15 ballot. “Ballot” means a vote cast in such a way that the identity of the person
16 voting and the position taken in such vote is ~~disclosed~~ **subject to disclosure** to the
17 public **upon request**. After the votes are cast, the Town Manager will collect and
18 count the votes. The Town Manager will then announce the results. The
19 affirmative vote of a majority of the entire Councilmembers in office shall be
20 required to fill all positions on Town boards and commissions. If any of the
21 nominees receives the vote of the majority of the entire Councilmembers in office
22 on the first ballot, he or she shall be declared elected without further Council
23 action. If none of the nominees receives such a majority vote at the end of the first
24 balloting, the candidate receiving the fewest number of votes will be dropped as a
25 candidate unless the elimination of such name (or names in cases of a tie vote)
26 would leave only one candidate for the office. This process will continue until one
27 candidate receives the majority vote of the entire Councilmembers in office.

28
29 Section 3. This resolution is effective upon adoption.

30
31 RESOLUTION APPROVED AND ADOPTED this ___ day of ___, 2018.

32
33
34 TOWN OF BRECKENRIDGE

35
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37
38 By: _____
39 Eric S. Mamula, Mayor
40
41

1 ATTEST:

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Helen Cospolich
Town Clerk

APPROVED IN FORM

Town Attorney Date

Memo

To: Breckenridge Town Council Members
From: Shannon Smith, Capital Projects Manager
Date: 5/2/2018
Subject: Public Projects Update

Rec Center Renovation and Tennis Center Construction

Schedule: With the Administrative and Youth areas (including the Indoor Playground) now completed and open, the focus of the renovation work has turned to the final fitness studio (former Administrative area) and the downstairs conference room (former Avalanche Physical Therapy space). Progress continues on both of these areas, with the completion scheduled in a few more weeks. Hyder continues working through punch list items, including back-of-house storage, sound baffles in the Wheeler Cycling Studio, and cubby storage in various locations. Exterior work, including surfacing of the outdoor tennis courts and the outdoor basketball court, cleanup, and landscaping will occur as the weather allows.

A Renovation Celebration and ribbon cutting ceremony is scheduled for May 22nd, prior to the Town Council work session and into the evening.

The Recreation Center renovation project is scheduled to be completed this month. More information on this project is available at www.BreckRecRenovation.com.



Completed Indoor Playground



Downstairs Conference Room Construction



Completed Cycling Studio with Stage and Sound Baffles



Fitness Studio Construction

Budget:

Project Funding	2016	2017	Total
CIP Budget	550,000	7,150,000	7,700,000
CIP Supplemental		9,500,000	9,500,000
Total Budget			17,200,000

Broadband Update

Schedule: Staff is currently working with Foresite to revise the website communications and survey. Foresite is also preparing the preliminary network designs that will get us closer to generating cost estimates for phases of the project, as well as the project as a whole.

Budget:

Project Funding	2017	2018	Total
Budget	75,000		75,000
Supplemental Appropriation		32,000	32,000
DOLA Grant		23,000	23,000
Total Budget	75,000	55,000	130,000

Asphalt Overlay

Schedule: The asphalt overlay project began on May 3rd with milling operations and will continue with the paving work through the month of May.

Overlay locations for this year's work include:

- Village Rd (Primrose Path to Snowflake Dr)
- Peerless Dr (lower section)
- S. Gold Flake Terrace
- French Street (near Sunbeam Dr)
- Northeast Town Hall parking lot
- Forest Circle
- French Gulch Rd (near Union Mill)
- Highlands Dr (near Glenwood Cir)

- Ice Arena east parking lot
- Intersection of Airport Rd and Valley Brook

Ski Hill Road Reconstruction by Alpine Metro District

Schedule: Final construction of curb, sidewalks, and roadway asphalt is underway on Ski Hill Rd near the GC Peak 8. Traffic will be configured to one-way in the work zone, causing minor delays. Work is expected to continue into July.

CIP projects with no updates:

River Park (updated 4-24-18)
Breckenridge North Water Plant (updated 4-24-18)
Golf Clubhouse Remodel (updated 4-24-18)
Turf Installation on Outdoor Ice Sheet (updated 4-24-18)
Ski Hill Wall Reconstruction (updated 4-10-18)
Kingdom Park Shade Structure
Warrior's Mark Paving and Turnaround
Ball Field LED Lights
Indoor Ice Rink Lights
Blue River Habitat and Landscaping (updated 11-28-17)
Sawmill Creek Culvert Repair (updated 10-10-17)
Pool Area Lights and Window Replacement (updated 9-26-17)
Morning Star Culvert Repair (updated 8-8-17)
Outdoor Ice Rink Bleacher Heating (updated 4-25-17)
Riverwalk Improvements & Minor Repairs



May 1, 2018

TO: Breckenridge Town Council

CC: Rick Holman, Shannon Haynes, James Phelps, Jennifer Pullen

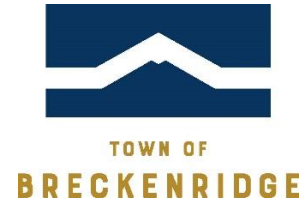
FROM: Breckenridge Free Ride

RE: Free Ride Ridership Numbers – March 2018

April ridership is up 2.5% or 1,701 passengers vs. April of 2017. Year to date is slightly up compared to 2017. The 2018 service plan was identical to that of 2017 up to the Ski Area closing date. In 2017, we operated a Construction Route which combined Yellow and Brown using French to get to the South end of town. In 2018, Yellow and Brown merged to form the Gray route.

2017-18 Winter Season total is 726,250 compared to 722,193 passengers in 16/17 and 651,305 during the 15/16 ski season

	2017		2018		Month			YTD		
	April Mthly	April YTD	April Mthly	April YTD	#'s	%	\$/Pass	#'s	%	\$/Pass
Black	3,396	18,480	3,237	16,232	-159	-4.7%	\$ 7.37	-2,248	-12.2%	\$ 4.14
Brown	14,397	141,995	16,050	175,192	1,653	11.5%	\$ 4.46	33,197	23.4%	\$ 2.08
Trolley	3,213	21,519	4,408	25,311	1,195	37.2%	\$ 11.39	3,792	17.6%	\$ 6.99
Purple	10,318	64,831	11,756	62,112	1,438	13.9%	\$ 7.52	-2,719	-4.2%	\$ 5.50
Yellow	32,101	271,646	28,493	251,655	-3,608	-11.2%	\$ 3.26	-19,991	-7.4%	\$ 1.88
Shuttle Lots	312	3,685	792	6,239	480	153.8%	\$ 4.46	2,554	69.3%	\$ 2.89
Special Event	0	4,398	0	6,322	0			1,924	43.7%	
Construction & Gray	3,992	3,992	4,694	4,694	702	17.6%	\$ 8.46	702	17.6%	\$ 8.46
TOTAL	67,729	530,546	69,430	547,757	1,701	2.5%	\$ 6.70	17,211	3.2%	\$ 4.56



Memo

To: Breckenridge Town Council Members
From: Jennifer McAtamney
Date: 4/23/2018
Subject: April 4, 2018 Child Care Advisory Meeting Report

The Child Care Advisory Committee held a regular meeting on April 4, 2018. Committee members present included, Erin Gigliello, Greta Shackelford, Jay Homola, Johanna Gibbs, Laura Amedro, Scott Perlow, Heather Garcia, Bradley Ragan, Joyce Ruderman and Mary Jo Zweig. Town staff present were Jennifer McAtamney and Peter Grosshuesch.

The report for our March 7th Meeting was approved.

The following topics were covered.

The Committee welcomed new members: Mary Jo Zweig to her first meeting.

Role of Committee

We reviewed the history and role of the committee. Back in August of 2013 the Council approved an Ordinance to create an independent board to oversee the scholarship program in the event the Town's childcare tax passed that November. Since the property tax did not pass, that Ordinance did not take effect. Subsequently, the Council decided the committee should still be established to provide guidance regarding childcare programs and passed a resolution to that effect modeling the Childcare Advisory Committee, after the Public Art Committee. The resolution also establishes the general structure for the committee and basic rules governing the committee's operation, including:

- the committee is established as a temporary advisory committee which means the committee can be dissolved by the Town Council when and if the functions and duties are complete
- the members of the committee must be appointed by the Council and need not be residents or electors of the Town
 - the committee shall consist of up to 10 members
 - not more than one member of the Town Council (not the Mayor) may be a member of the committee
 - terms shall be three years and members of the committee shall serve without compensation- the initial terms will be staggered

- the duties of the committee will be to provide guidance to the Town regarding childcare programs and funding, and to perform other functions related to childcare programs and funding as delegated by the Council
- committee meetings shall be subject to open meeting laws and requirements

Review of Program Elements

Jennifer presented a short Prezi reviewing the elements of the program. This presentation covered the early work of the Town Council Child Care and Housing committee. This included the construction of Timberline Learning Center and paying off the mortgages at Little Red School House and Carriage House as well as the capital loan at Breckenridge Montessori. Those funds were then directed to reserve funds for future capital needs. In addition to this capital investment, we created the original salary supplement program providing direct funds to raise salaries 30% and asked the schools to then raise tuition over time to cover the cost of the higher salaries. In parallel the town then developed, the initial tuition assistance/scholarship program to help families who were now cost burdened by the higher tuition be able to continue to afford the care they needed to go to work here in the community.

The prezi can reviewed at: http://prezi.com/0qa_d4cr0ool/?utm_campaign=share&utm_medium=copy

Guidelines for Tuition Assistance Income Deductions

As part of our Tuition Assistance program internal guidelines, we want to have a way to handle situations in a fair and consistent manner when families have extraordinary circumstances that affects their annual gross income, which determines their level of tuition assistance. Currently our application has a place for applicants to describe and provide backup documentation for unexpected large medical expenses. In practice, if the amount of the onetime medical expense is significant relative to their income the committee may consider deducting it from their gross income. This is at the sole discretion of the Internal Child Care Committee and has only been used once since the application was moved to Fluid Review.

This topic lead to a lively discussion by the committee of family expenses and impact of expensive insurance, chronic conditions and even afterschool and summer care for older children and how these impact local working families. While we wish this program could address these family challenges, the committee recognizes that there are limits to what we can address within our scope and mission.

It was ultimately determined that in extraordinary circumstances we would continue to consider this type of deduction but will remove the special circumstances dialogue area from the application in order to remove any confusion about what might be acceptable. Since Jennifer and the team work closely with our families as we process applications, these and other challenges can be identified and dealt with by the internal committee or raised up to the Council's Housing Committee.

Update on Needs Assessment and Child Care Study

The Team at BBC has sent out their surveys to local centers as well as in home providers. They have updated the publicly available data for the model and will receive the provider data (both facility and home-based providers) by the end of April. Once received they will be able to complete work on the model and deliver a final product in mid-May.

APA will has begun initial data gathering and will be attending the April 8th Town Council meeting to officially kick off the study. The week of the April 7th they will be conducting focus groups with teachers from the north end of the county as well as the Child Care Advisory Committee. They will return in mid-May to conduct the next round of interviews and focus groups with the school Directors and teachers. We expect to see a final report in July.

Outreach & Partnership Updates

Moonshot Grant with Early Childhood Options & Summit County Government

The Town of Breckenridge has collaborated with Summit County Government and Early Childhood Options on a Moonshot grant around the State's Workforce 2020 Project. The grant proposal would seek funds for a planning grant for the following:

1. Develop a proposed salary schedule with desired benchmarks, commensurate with education and experience.
2. Design the appropriate organizational structure for a county-wide shared services approach to expanding and managing workplace benefits, human resources management and leadership development.
3. Leverage and increase funding for existing quality improvement initiatives to better meet desired compensation and benefits benchmarks.

PS On April 20th we were notified that we have been chosen as one of 6 communities to be funded. Over 40 organizations around the state applied. The kick off for all successful grantees will be held here in Summit County in mid-June. The Grantors are interested in learning more about the incredible collaboration that is happening here in Summit County.

**Our meeting adjourned at 4:53 pm
The next meeting is scheduled for May 2**



Memo

To: Breckenridge Town Council Members
From: Rick Holman, Town Manager
Date: 5/2/2018
Subject: Committee Reports

Recreation Advisory Committee	April 12, 2018	Scott Reid/Jenise Jensen
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The Recreation Advisory Committee held its bimonthly meeting on April 12, 2018. Committee members include Judy Farrell, Marty Ferris, Toby Babich (absent), Amy Perchick (absent), Larry Willhite (absent), Katie Ahern (absent) and Max Bonenberger (absent). Staff present included Scott Reid and Jenise Jensen. The following agenda items were covered:

- **Update and Tour of the Recreation Center Renovation Project** – The committee members toured the current renovation progress. Scott updated committee members that Town Council has approved additional wall graphics for the newly renovated areas and Jenise provided information on the wall graphic process. Committee members toured the recent improvements to the fitness area, including: storage cubbies added by the circuit training equipment (with more to come); sound baffles in the cycling studio; raised instructor platform in the cycling studio, storage cubbies in the cycling studio. The committee toured the current demolition of the old administrative space, as construction has commenced to repurpose that space into a fitness studio.

Next, the tour continued with a visit to the new youth wing, which includes an office for youth program staff members, the new indoor playground and youth specific program rooms. This portion of the renovation is visually stunning and engaging, with murals, wall graphics, indoor play features and colorful flooring and furniture. The committee shared overwhelming support and positive feedback, mixed with excitement for the upcoming opening. The most common phrase heard over and over was “Wow!”

Lastly, the tour ended with a walk through of the new administrative space. Again, the feedback was overwhelmingly positive for the improvements made. Once youth programs have moved into the new youth wing, the demolition of the old Physical Therapy space will commence, as that space will become a meeting room.
- **Feedback from the Committee** – In general, there was a multitude of positive feedback regarding the renovated areas that have opened and the few that remain to open. The committee shared their own positive feedback, plus that they are hearing from the community. We thanked them for their time and energy in guiding this project for the past few years.
- **Next Meeting(s): June 21, 2018 at 5:30pm in the multi-purpose room of the Recreation Center.**

Current Representatives: Tiana Wales, Ryan Thomas, Chris Blackwell, Sandy Metzger, Eric Mamula, Robin Theobald, Hal Vatcher, Brandon Gonski, Michael W Tabb, John Griffith, Fred Williamson, Dave DePeters, Kenneth Symanck, James Phelps, Jen Pullen, Mark Johnston, Shannon Haynes, Rick Holman

- **Review of Minutes:** Regarding the request from the citizen at the last meeting, John Griffith has asked for a review of the criteria used for choosing a bus stop.
- **Parking Update:** The parking structure that had been planned for this spring has been put on hold. This decision will be revisited in approximately 6 months. The summer Free Ride schedule will continue as it was planned to accommodate the parking structure; the new Gray route has received much positive feedback. There will be paid parking in the South Gondola lot for the summer. Payment will be required for parking between 8AM and 3PM, but will be free after that and will remain free at all times for employee parking.
- **2018 Rider Survey Results:** 204 responses to the online survey were received in the one month it was available. The average satisfaction with the Free Ride system was 4.39 (1-5 scoring system). Some highlights of the responses were that the Upper Warrior's Mark and Purple B routes were very well received, as were the new shelters. Many driver compliments were also received. In general, it was agreed (in the TAC) that more marketing for the Free Ride app (and Free Ride) is recommended, with suggestions of magnet app cards, ads in the program booklets for shows in Breckenridge (i.e. NRO, Riverwalk), and possibly advertising at DIA.
- **Upper Warriors Mark** – Discussing recommendations for next steps – There was a 60% increase in use from the 2016/2017 winter season to the 2017/2018 season. There were 8.05 riders per hour, but discounting the slow early morning hours right before and after the mountain opens, that number rises to 9.02 riders per hour. Rick is supportive of continuing for next season with a few adjustments such as cutting early or late hours. This group has decided to outsource this service for next year and go out to bid for the contract.
- **Wayfinding, Bus Signs and Additional Shelters** – There has been positive feedback on the new signs (maps, 'you are here' types, etc.). A redesign of the 'you are here' kind has been proposed; a cleaner, bolder design was presented to the TAC and accepted. A suggestion of putting the big-picture route signs in shelters was made. Five more shelters will be built at some of the more popular stops.
- **Syncromatics Update** – Syncromatics has proved to be quite accurate when compared to driver counts (a variance in these two methods of approx. 2.1% which is within the desired standard of error). It is also 97% accurate when predicting that a bus will arrive within 10 minutes. There are some inaccuracies when it comes to the high-traffic periods and solutions are being sought out. The new trolley is currently being equipped with Syncromatics.
- **Electric Bus Update** – The route this bus was put on (Yellow) runs 200 miles in one day. This would mean that this bus (1st generation) would have to recharge in the middle of the day, but it is likely that when we would be ready to purchase an electric bus that we would get the 2nd or 3rd generation of the bus with higher battery storage, etc. More driver training on how to get the most out of the electric bus would also be necessary. A final decision on purchasing is forthcoming, but it is likely that we would move forward with it.

Ridership Summary March 2018

- Total March 2018 fixed-route ridership was 189,435, a 3.7% decrease from March 2017 fixed-route ridership of 196,631.
- March 2018 ridership on the Blue River Commuter Route was 865, a decrease of 13.4% from March 2017 ridership of 999.

Summit County Mass Transit Sales Tax Receipts

February 2018

- February 2018 Mass Transit Sales Tax collections were \$1,201,744 up 6.23% or \$70,460 over February 2017 (\$1,131,284).

Other Business

- Park County Route - Thad indicated they are still looking at CDOT land and facilities in Park County that may be an option for this route.
- Technology - Summit Stage still has issues with their transit technology. APCs and annunciators not working. Discussed with provider the need to remedy these issues.
- Electric buses – Summit Stage is interested in electric buses and is collecting information. Possible demo of Proterra bus soon.

Police Advisory Committee **May 2, 2018** **Chief Jim Baird**

2018 Community Representatives in attendance: Dave Askeland, Dick Carleton, Jeff Chabot, Sandi Griffin, Tessa Rathjen, and Jim Trisler.

- **Staffing:** Officer Garrett Frye introduced himself to the PAC members and advised them he has been with the department for 3 weeks.
- **Parking update:** Matthew Collver discussed the changes in parking this summer including pay parking in the South Gondola Lot. He also advised the PAC members that there will be a new “free” parking code rolling out in the next week or so. Matthew said the credit will be good for \$3.00 and available for a one time use.
- **General Comments:** Chief Jim Baird introduced himself to the PAC members and gave a brief history of his career and how he came to apply for the Chief’s position. PAC members then introduced themselves and spoke about how long they have been involved in PAC and some expectations they have of the group moving forward.

Committees*	Representative	Report Status
CAST	Mayor Mamula/ Erin Gigliello	No Meeting/Report
CDOT	Rick Holman	No Meeting/Report
CML	Rick Holman	No Meeting/Report
I-70 Coalition	Rick Holman	No Meeting/Report
Mayors, Managers & Commissioners	Mayor Mamula/ Rick Holman	No Meeting/Report
Liquor and Marijuana Licensing Authority	Helen Cospolich	No Meeting/Report
Summit Stage Advisory Board	James Phelps	Included
Police Advisory Committee	Chief Jim Baird	Included
CMC Advisory Committee	Rick Holman	No Meeting/Report
Recreation Advisory Committee	Jenise Jensen/Scott Reid	Included
Workforce Housing Committee	Laurie Best	No Meeting/Report
Child Care Advisory Committee	Jennifer McAtamney	<i>Included as a separate agenda item</i>
Breckenridge Events Committee	Shannon Haynes	No Meeting/Report
Transit Advisory Committee	Shannon Haynes	Included
Communications	Haley Littleton	No Meeting/Report

Note: Reports provided by the Mayor and Council Members are listed in the Council agenda.



Memo

To: Breckenridge Town Council Members
From: Rick Holman, Town Manager
Date: 5/2/2018
Subject: Popular Music in Breckenridge Discussion

At your work session on May 8th, Laura Dziedzic from the Breckenridge Music Festival and Deb Spiers from Breck Creative Arts will be present to gather input and direction from the Council reference the popular music landscape in Breckenridge.

Attached to this memo is an outline of the discussion, I would ask the Council to focus on the last question in the outline and apply the allocated 50 points. Distribute your 50 points to the 5 statements based on how important each one is to you. Your most important statement will have the most points and your least important would have the fewest points assigned.

Music Landscape

May 8, 2018 meeting with Town Council

Background

Evolving dynamics affect the competitiveness and/or financial model for attracting popular music in Breckenridge; to ensure we are making informed decisions we seek to:

- Define TOB priorities regarding the presentation of popular music
- Gather information on different alternatives for attracting popular music to the Riverwalk Center, including a relationship with outside promoters
- Assess alternatives against town priorities

We are working under the following assumptions:

- A dynamic, diverse music scene is important to the community
- Music is presented for the enjoyment of both locals and visitors

FOR TOWN COUNCIL MEMBER INPUT

What parameters are important to the Town regarding the presentation of popular music?

Allocate 50 points total to these criteria

1. Increasing the number of popular music performances, year round
2. Offering ticket prices that the general community can afford
3. Ensuring community access to tickets (limiting impact of brokers/scalpers)
4. Influencing the type and quality of music presented in TOB to ensure consistency with Town Goals
5. Maintaining the existing Resident Company access to the Riverwalk Center (performance dates, rehearsal time, etc)

Memo

To: Town Council
From: Chris McGinnis, Engineer III
 Scott Reid, Director of Recreation
Date: 5/2/2018
Subject: Campground Concepts

Summary

Staff is updating Town Council on the current campground design process and seeks Council direction on the site plan concepts and campground elements. Pending Council direction, a portion of the construction could occur in 2018, but the majority of work would take place in 2019 with a potential completion date of late summer 2019.

Background

Under the Town Council Goal to “*Ensure that Breckenridge continues to maintain, improve, and develop public recreational facilities and amenities,*” Council defined a specific 2018 objective to “*Evaluate potential locations for a campground.*”

Town Council most recently discussed the campground at its December 2017 meeting in which staff was directed to begin designing an approximately 20-site campground west of and adjacent to the Public Work storage yard. Since that time, staff has initiated an internal design effort, instead of hiring an outside contractor. This decision was made due to cost savings, Town staff’s in-house expertise, and the ability to “right-size” the campground for the community from the start.

Existing Conditions

The proposed campground location would encompass approximately four acres of the undeveloped lot above the Town Public Works Storage Yard. The site consists of a mix of forested and large open areas with little vegetation. The site is relatively steep, averaging around a 20% slope draining towards the Public Works Yard. There is currently no vehicle access to the site.



Picture to the left shows the southern portion of the site proposed for the campground. Picture to the right shows the northern portion of the campground.

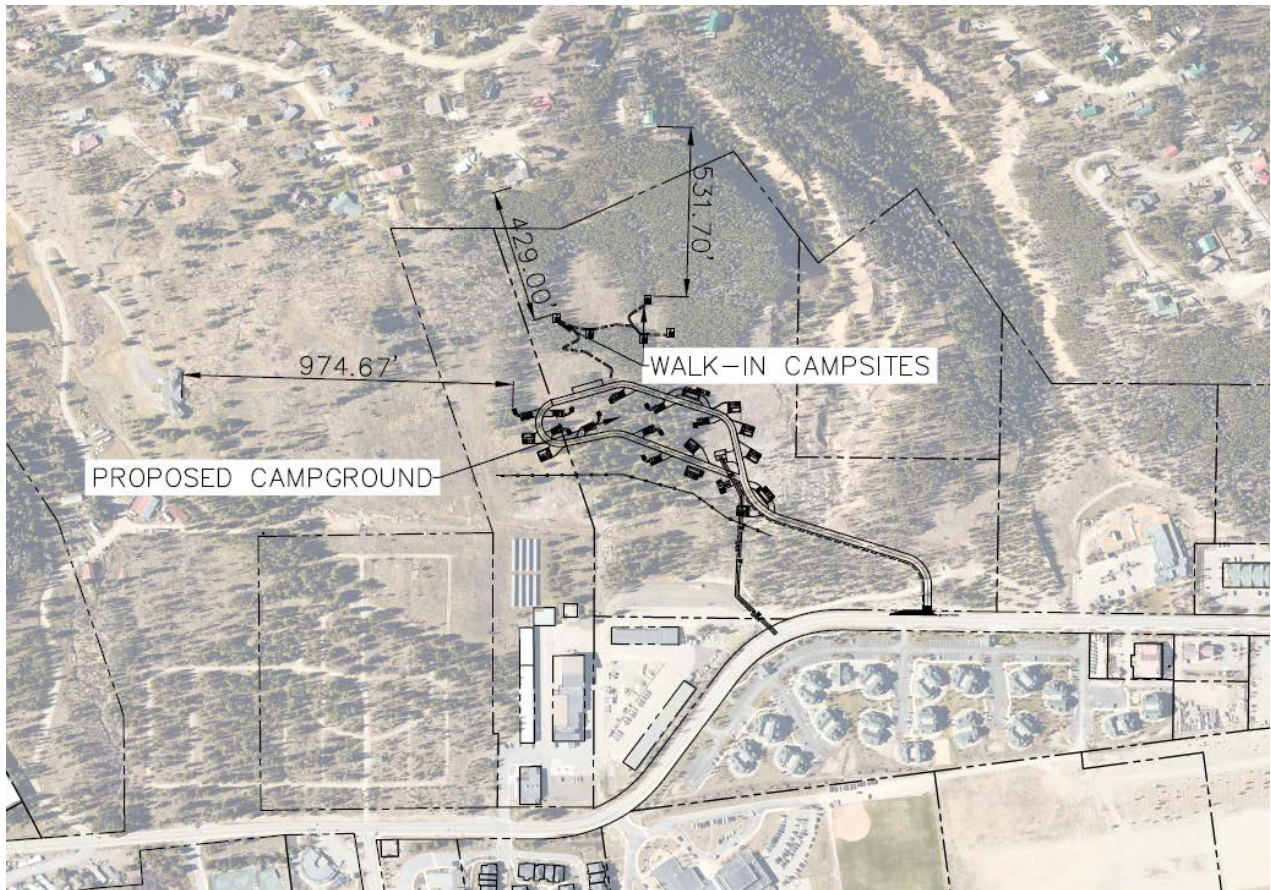


Image above shows the proximity of the campground to surrounding residential structures. The nearest home is approximately 429' from the nearest campsite (walk-in tent campsite).

Design Objectives

The following design objectives and criteria were identified and followed to develop the conceptual site plan for the campground:

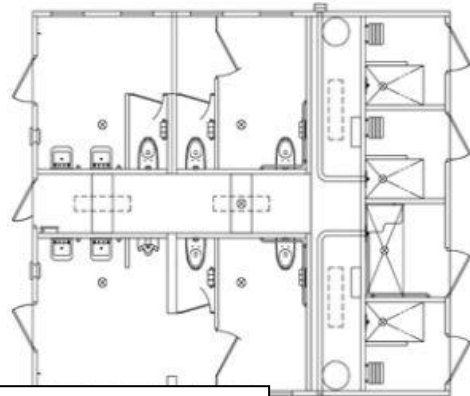
- Provide 20-25 total campsites, including RV back-in sites, RV pull-through sites, vehicle-accessed tent sites, walk-in tent sites, and ADA accessible campsites.
- Design for a maximum RV length of 35' on the back-in RV sites. (The limited pull-through sites could potentially accommodate RVs up to 60' in length, pending Council direction.)
- Provide in-ground fire rings, picnic tables, and gravel tent pads for each RV and vehicle-accessed site (picnic tables excluded from walk-in tent sites).
- Provide a restroom building with flush toilets and showers. Building to have water, sewer, and electric utility connections.
- Provide water spigots and a fire hydrant to mitigate fire danger.
- Provide one campground host campsite with utilities.
- Provide one bear-proof dumpster, as well as bear-proof food storage lockers at each walk-in campsite.
- Add a new access road (separated from the north public works driveway) on Airport Road, with a transit stop. Access road and driveways to be 10% maximum slope.
- Maintain the existing Public Works storage yard and provide a wooden privacy fence between the campground and Public Works.
- Preserve existing trees and vegetation to the greatest extent possible.
- Design campground around existing topography to minimize the use of cut/fill slopes and retaining walls.
- Minimize views of the access road, campsites, and restroom from Airport Road and adjacent properties.
- Provide adequate parking on site.
- Provide compacted asphalt millings surfacing for the two-way access road leading to the campground (due to the steep grade of the road, millings would reduce maintenance).
- Provide aggregate base course surfacing for the one-way loop and all parking areas within campground.

Conceptual Design

Staff spent the previous few months drafting a conceptual design that meets the design objectives listed above. While developing the conceptual plan and budget estimate, staff identified several options for reducing the total cost of the campground, depending on Council's desire for greater amenities and number of campsites. Descriptions, site plans, and budgets for campground "Option A" and "Option B" have been provided below. Option B provides the minimal campground design Staff recommends constructing, while Option A provides more campsites and a larger restroom building with showers.

Option A

- Twenty-five total campsites: 10 RV sites, 10 vehicle-accessed tent sites, and 5 walk-in tent sites.
- Bathhouse with separate men's and women's restrooms (three toilets and two sinks per side) and four individual showers.



Option B

- Twenty total campsites: 6 RV sites, 9 vehicle-accessed tent sites, and 5 walk-in tent sites.
- Bathhouse with separate men’s and women’s restrooms (one toilet and one sink per side). No showers in campground.



The restroom building in the Option B cost estimate is based upon the “Denali” pre-manufactured building shown above.

The attached site plans provide an overview of the two campground options as currently envisioned and including the considerations outlined above. Staff seeks Council feedback on the following items:

1. Total number of campsites desired for the campground.
2. Restroom building type (pre-manufactured, number of fixtures, and inclusion of showers).
3. The maximum length of RV in the campground (35 feet overall v. 60 feet on the limited pull-through sites).
4. Any additional feedback on elements contained in this plan or additional amenities desired.

Budget

BRECKENRIDGE CAMPGROUND COST ESTIMATE - OPTION A - 25 CAMPSITES

Item #	Contract Item	QTY	Unit	Unit Price	Total Price
1	Mobilization, Bonding, Erosion Control, & Surveying	1	LS	\$ 95,000.00	\$ 95,000.00
2	Clearing & Grubbing, Drainage, Earthwork, & Surfacing	1	LS	\$304,898.15	\$ 304,898.15
3	Prefabricated Restroom Building (6 Flush Toilets, 4 Sinks, 4 Showers)	1	LS	\$185,000.00	\$ 185,000.00
4	Utilities to Restroom (Water, Sewer, & Electric)	1	LS	\$162,584.00	\$ 162,584.00
5	Utilities to Camp Host Site (Water, Sewer, & Electric)	1	LS	\$ 10,000.00	\$ 10,000.00
6	Furnishings (Kiosk, Dumpster, Food Lockers, Fire Rings, Picnic Tables, & Campground Markers)	1	LS	\$ 55,125.00	\$ 55,125.00
7	Vehicle Barriers (Boulders & Timbers)	20	EA	\$ 1,200.00	\$ 24,000.00
8	Water Spigot (Includes 2 spigots at opposite ends of campground and waterline to spigots)	1	LS	\$ 18,950.00	\$ 18,950.00
9	Fire Hydrant	1	EA	\$ 10,000.00	\$ 10,000.00
10	Fence (Between Campground & PW Yard)	850	LF	\$ 45.00	\$ 38,250.00
11	Landscaping & Irrigation	1	LS	\$108,900.00	\$ 108,900.00

Subtotal				\$ 1,012,707.15
15% Contingency				\$ 151,906.07
Total				\$ 1,164,613.22

BRECKENRIDGE CAMPGROUND COST ESTIMATE - OPTION B - 20 CAMPSITES

Item #	Contract Item	QTY	Unit	Unit Price	Total Price
1	Mobilization, Bonding, Erosion Control, & Surveying	1	LS	\$ 76,000.00	\$ 76,000.00
2	Clearing & Grubbing, Drainage, Earthwork, & Surfacing	1	LS	\$229,060.00	\$ 229,060.00
3	Prefabricated Restroom Building (2 Toilets, 2 Sinks, 0 Showers)	1	LS	\$ 80,000.00	\$ 80,000.00
4	Utilities to Restroom (Water, Sewer, & Electric)	1	LS	\$160,000.00	\$ 160,000.00
5	Utilities to Camp Host Site (Water, Sewer, & Electric)	1	LS	\$ 10,000.00	\$ 10,000.00
6	Furnishings (Kiosk, Dumpster, Food Lockers, Fire Rings, Picnic Tables, & Campground Markers)	1	LS	\$ 46,000.00	\$ 46,000.00
7	Vehicle Barriers (Boulders & Timbers)	15	EA	\$ 1,200.00	\$ 18,000.00
8	Water Spigot (1 spigot near restrooms)	1	LS	\$ 1,600.00	\$ 1,600.00
9	Fire Hydrant	1	EA	\$ 10,000.00	\$ 10,000.00
10	Fence (Between Campground & PW Yard)	850	LF	\$ 45.00	\$ 38,250.00
11	Landscaping & Irrigation	1	LS	\$ 86,000.00	\$ 86,000.00

Subtotal				\$ 754,910.00
15% Contingency				\$ 113,236.50
Total				\$ 868,146.50

Operational Assumptions

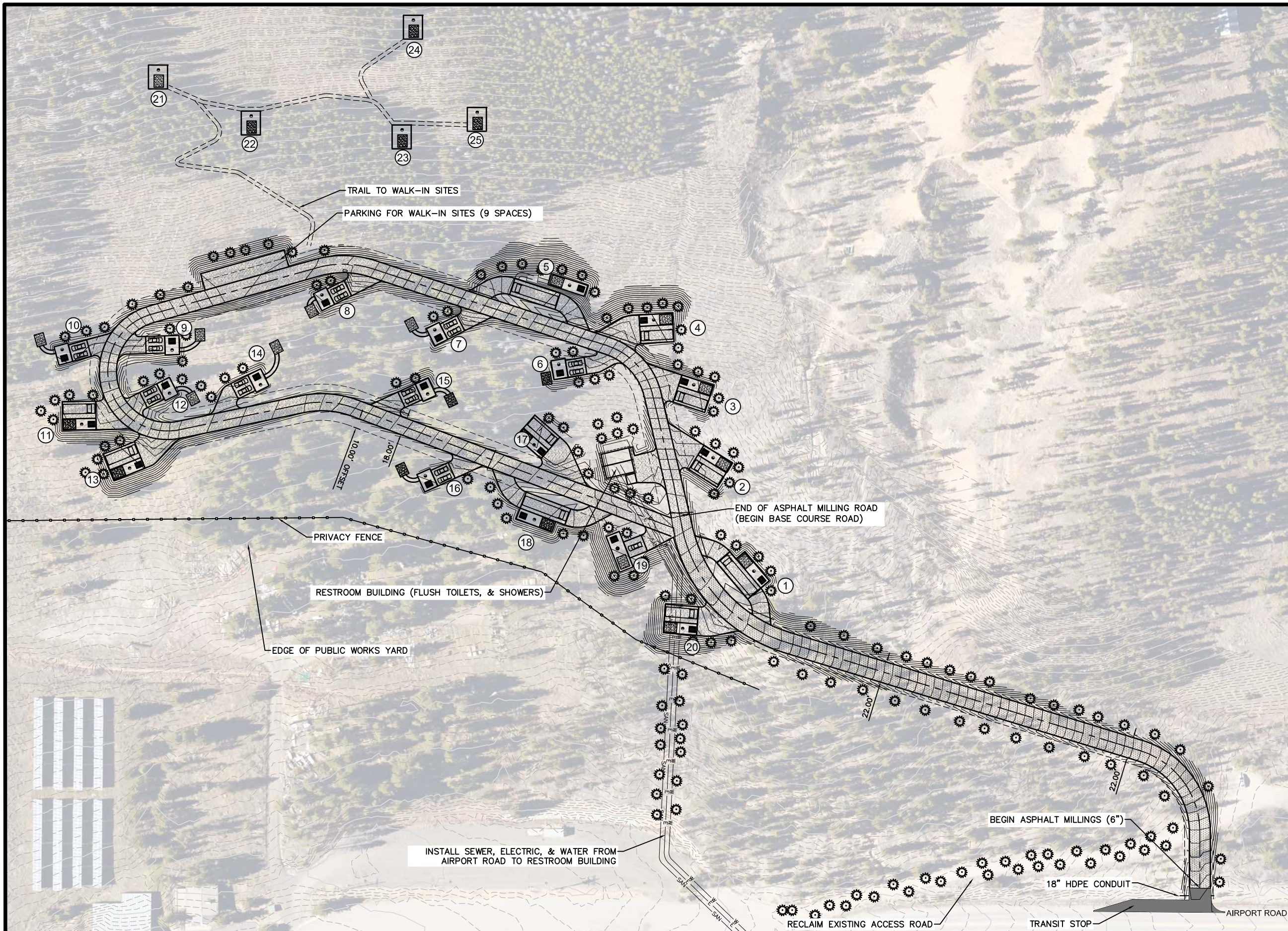
Operation of the campground has been evaluated by Public Works and Recreation Department staff members. Operational assumptions include:

- Season- May 15th through October 15th.
- Daily midday cleaning service of the restrooms/shower rooms by an outside contractor.
- Daily campsite cleanup by seasonal parks crew members. Tidying the sites, removing ashes, raking out the tent pads, etc.
- Seven night limit to encourage campground turnover.
- Half of the sites reservation-based, half first-come first-served.

Staff estimates that annual operation costs would be approximately \$50,000, which could be offset by campground site fees ranging from \$25-\$50 depending on the time of season. Reservations would be managed by an on-line software company (e.g. Reserve America) to minimize staffing demands and maximize customer service and exposure. A seasonal campground host could also be considered for an onsite presence, but this option has not been fully evaluated by staff

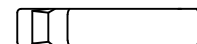

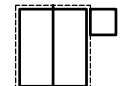




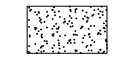
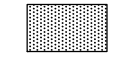
Conclusion

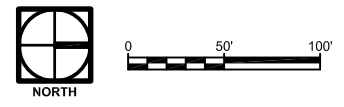
Staff will be present at the work session to discuss project goals, schedule, and the details of both campground options.

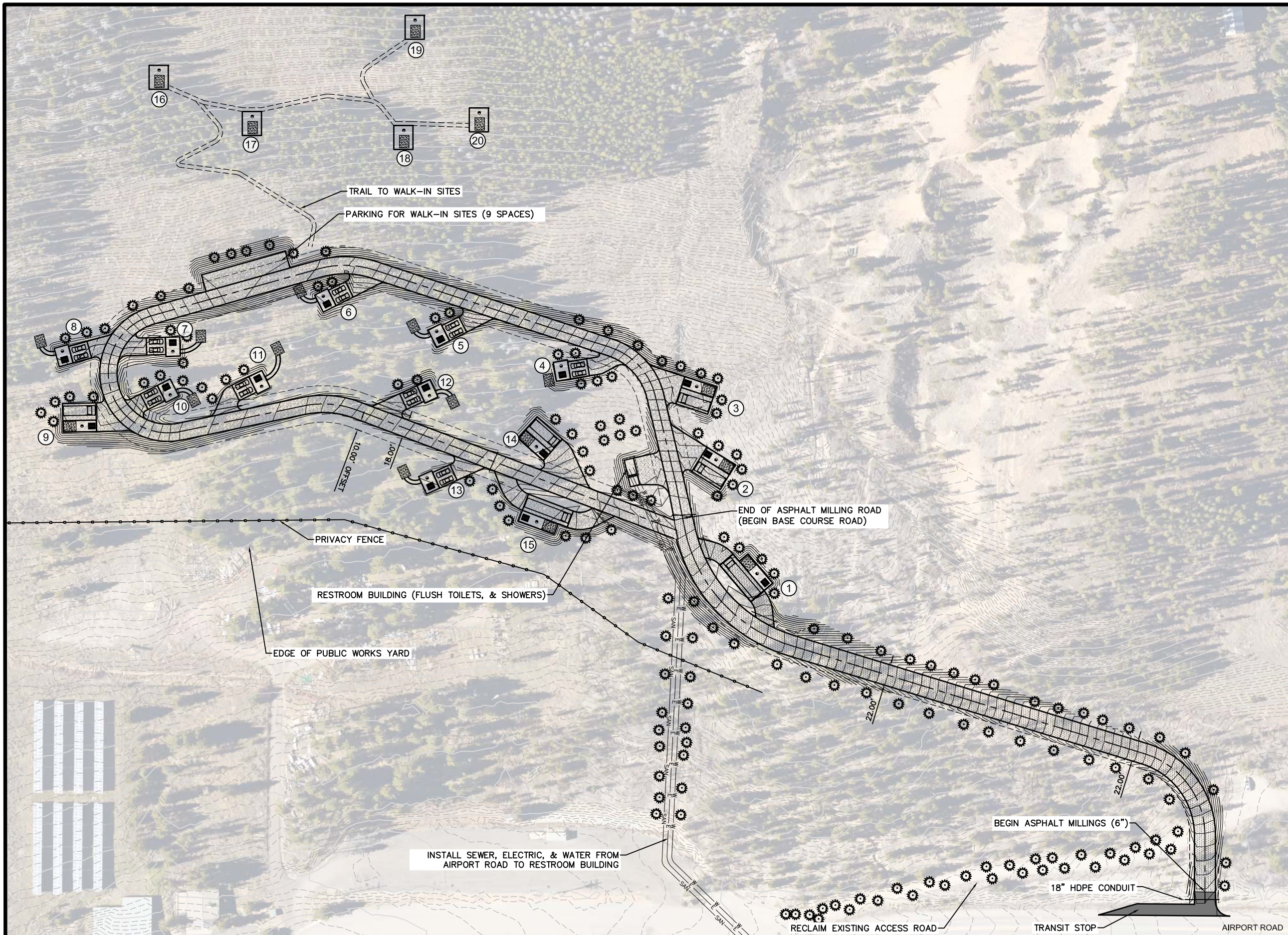


LEGEND

- ① CAMPSITE 1 - ACCESSIBLE RV PULL THROUGH SITE
- ② CAMPSITE 2 - RV BACK-IN SITE (CAMP HOST)
- ③ CAMPSITE 3 - RV BACK-IN SITE
- ④ CAMPSITE 4 - RV BACK IN SITE
- ⑤ CAMPSITE 5 - RV PULL THROUGH SITE
- ⑥ CAMPSITE 6 - VEHICLE TENT SITE
- ⑦ CAMPSITE 7 - VEHICLE TENT SITE
- ⑧ CAMPSITE 8 - VEHICLE TENT SITE
- ⑨ CAMPSITE 9 - VEHICLE TENT SITE
- ⑩ CAMPSITE 10 - RV BACK-IN SITE
- ⑪ CAMPSITE 11 - RV BACK-IN SITE
- ⑫ CAMPSITE 12 - ACCESSIBLE VEHICLE TENT SITE
- ⑬ CAMPSITE 13 - ACCESSIBLE RV BACK-IN SITE
- ⑭ CAMPSITE 14 - VEHICLE TENT SITE
- ⑮ CAMPSITE 15 - VEHICLE TENT SITE
- ⑯ CAMPSITE 16 - VEHICLE TENT SITE
- ⑰ CAMPSITE 17 - RV BACK-IN SITE
- ⑱ CAMPSITE 18 - ACCESSIBLE RV PULL THROUGH SITE
- ⑲ CAMPSITE 19 - ACCESSIBLE TENT SITE
- ⑳ CAMPSITE 20 - RV BACK-IN SITE
- ㉑ CAMPSITE 21 - WALK-IN TENT SITE
- ㉒ CAMPSITE 22 - WALK-IN TENT SITE
- ㉓ CAMPSITE 23 - WALK-IN TENT SITE
- ㉔ CAMPSITE 24 - WALK-IN TENT SITE
- ㉕ CAMPSITE 25 - WALK-IN TENT SITE

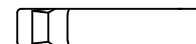

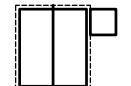
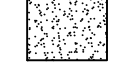



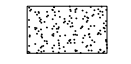
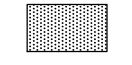
-  RECREATION VEHICLE
-  PASSENGER VEHICLE
-  RESTROOM BUILDING
-  TENT PAD
-  PICNIC TABLE
-  FIRE RING
-  TREE
-  AGGREGATE BASE COURSE
-  ASPHALT MILLINGS

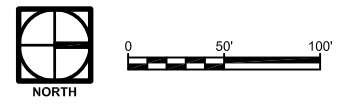


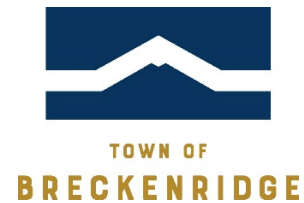


LEGEND

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- ⑲ CAMPSITE 19 - WALK-IN TENT SITE
- ⑳ CAMPSITE 20 - WALK-IN TENT SITE

-  RECREATION VEHICLE
-  PASSENGER VEHICLE
-  RESTROOM BUILDING
-  TENT PAD
-  PICNIC TABLE
-  FIRE RING
-  TREE
-  AGGREGATE BASE COURSE
-  ASPHALT MILLINGS





Memo

To: Breckenridge Town Council Members
 From: Mark Johnston, Assistant Public Works Director
 Dale Stein, Town Engineer
 Date: 5/2/2018
 Subject: Streetlight and Sidewalk Master Plan Update

The 2016 Nelson/Nygaard Transportation, Parking and Urban Design Study stated, “Just as improving public transit is essential to reduce traffic congestion, support business and improve the customer experience, so too is making the pedestrian environment more appealing, and biking and walking more attractive alternatives to driving.”

In recent years, Town Council has made improving the pedestrian experience a priority. The five-year Capital Improvement Plan is budgeted to spend 2.1 million dollars on additional sidewalks and lighting upgrades.

Five-Year CIP - Street Light and Sidewalk Master Plan

Five Year Capital Improvement Plan Summary 2018 to 2022						
Parking and Transportation						
	2018	2019	2020	2021	2022	Total
Pedestrian Corridor Improvements	300,000	200,000	100,000	100,000	100,000	800,000
Sidewalk Master Plan Implementation	300,000	250,000	250,000	250,000	250,000	1,300,000
Total	600,000	450,000	350,000	350,000	350,000	2,100,000

Staff has been working on criteria to help evaluate and prioritize spending on additional sidewalks and lighting improvements.

Street lights

Improvements that have taken place in the last two years:

Prior to the summer of 2016, the Town-owned streetlight program solely used a standard LED bulb that produced 1400 lumens and 2300 kelvins. In the summer of 2016, Public Works began improving several identified pedestrian walking corridors as was recommended by Town Council and the Nelson Nygaard study. Part of this process included installing new streetlights while also enhancing the light fixture output of existing streetlights. New dark sky LED lights were installed with either Providence or Welsbach fixtures. The enhanced fixtures receive an LED light which produces between 4000/6000 lumens and 2700/3000 kelvins.

The lighting improvements that have taken place so far, for the most part, have been those that were the most cost effective (e.g. changing out light bulbs). Since the summer of 2016, 39 additional streetlights have been installed and 161 street lights have received brighter dark sky bulbs.

Additionally, staff and contractors worked to change pole height from 9ft to 12ft and installed new LED lighting treatments, if they had not been installed at a previous time, at identified pedestrian crosswalks. In total, 36 lights have increased pole height. Four maps detailing these locations are attached (Figures 1, 2, 3 and 4)

Street Light Improvements Moving Forward

After working with a lighting consultant, staff has developed a streetlight criteria to be applied to our most traveled pedestrian corridors. These locations were developed based on the "Key Pedestrian Corridors" identified in the Nelson Nygaard study (See attached figure 5), previous Town Council feedback, popular transit routes and distance from the core of town.

Street Light Enhancement Criteria

- Spacing not to exceed 100ft with a preferred spacing of 75ft or less.
- Crosswalks pole height a minimum of 12ft.
- Minimum lumen level of 4000*

*Due to previous direction from Town Council, with the exception of crosswalks and intersections, staff does not currently plan to install brighter bulbs on Main St, Ridge St, the Riverwalk, or the side streets between Main Street and Ridge Street.

Work will start along the key pedestrian corridors identified in figure 15 of the Nelson/Nygaard study. After these areas are complete, work will focus on highly-traveled pedestrian areas such as Ski Hill Rd., Wellington Rd., Park Ave., Airport Rd., and French St.

Sidewalk Master Plan

Existing 2009 Sidewalk Master Plan

A sidewalk master plan was completed by Staff in 2009. The 2009 sidewalk master plan effort did not include the development of formal criteria for future sidewalks. The locations considered for future sidewalks at that time was based on concurrence within Staff and Town Council on new sidewalk locations.

As a result of the 2009 master plan effort fifteen (15) locations were at that time shown for future new sidewalk consideration. The majority of this work has taken place. Two of the remaining locations identified in the 2009 plan we be completed this spring. These locations are the north side of Watson Ave. west of the Transit station and the north side of Boreas Pass Rd. from French St. to Park Ave.

Sidewalk Master Plan Moving Forward

While the 2009 Sidewalk Master Plan document did give some guidance for decision making, Staff feels an updated sidewalk master plan is warranted. In addition to compiling an up to date graphic of the sidewalks constructed in Town, Staff is proposing that a narrative accompany any future sidewalk master plan. This narrative could include background on previous sidewalks decision, key considerations developed in past studies such as the Nelson-Nygaard document, and weighted criteria that could be used to make decisions on both new sidewalk locations and improvements such as heating and / or widening of existing sidewalks. Staff recommends utilizing the following primary and secondary criteria:

The primary criteria in determining additional sidewalk improvements are:

- Proximity to Transit service/stops (first priorities will be given to areas where there is not a sidewalk on either side of the street)
- Connection to an existing sidewalk network

- Children's routes to schools and areas identified as a "safe route" to school
- Located within either of the key pedestrian corridors
- Property ownership

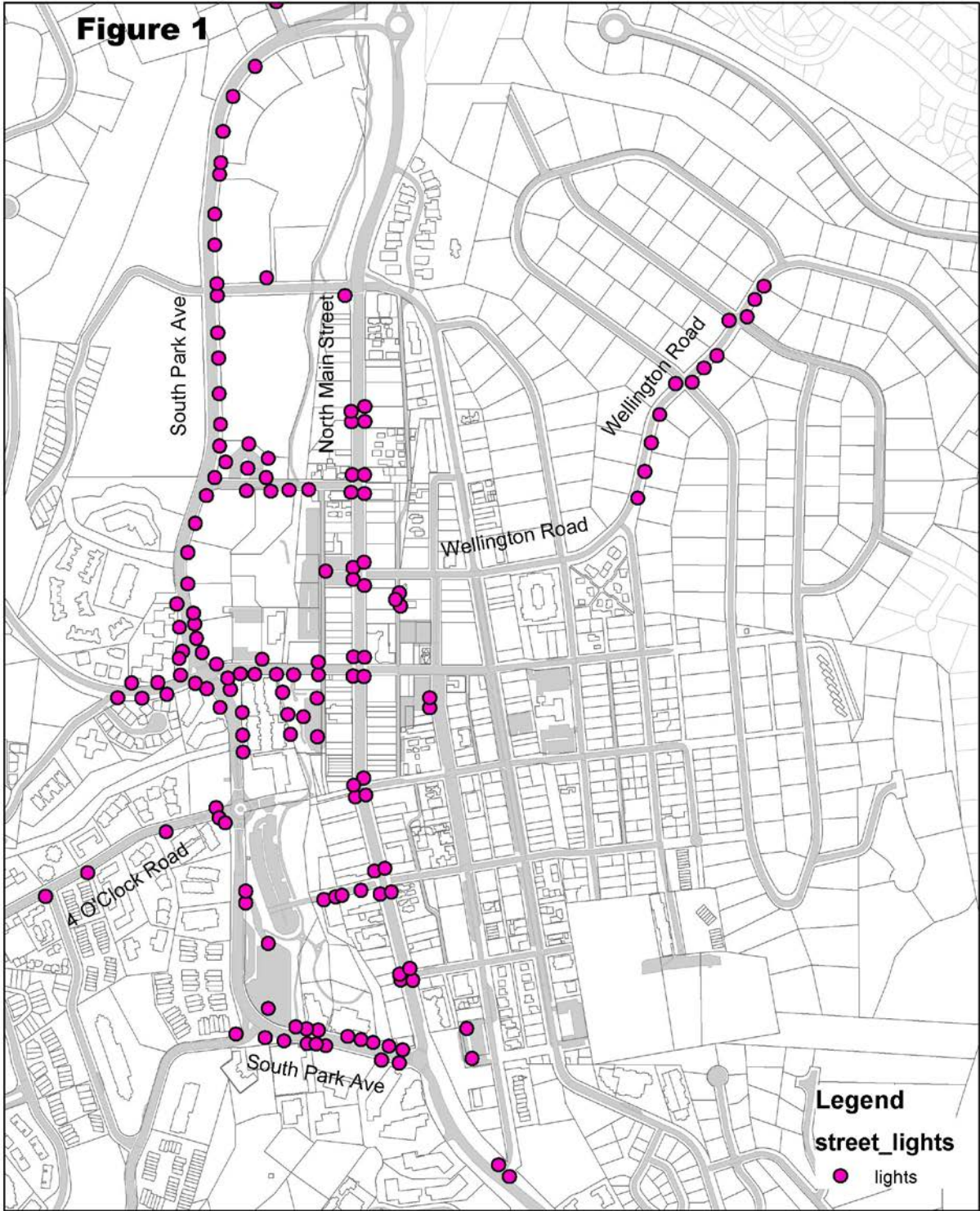
The secondary criteria to rank sidewalk installations are:

- Pedestrian counts
- Located with highly-traveled pedestrian areas
- Proximity to business areas, event locations and residential areas
- Access to bus stop locations
- Ease of winter maintenance
- Seasonal usage peaks
- Local considerations / Public Input

Staff plans to apply this criteria to two areas likely to need sidewalk improvements. These locations are Broken Lance Dr. and North French St. Although staff has not done a cost estimate for these two locations due to the size of these projects no additional locations would be accomplished with the funds allocated in the 5 year CIP.

With concurrence from Town Council, Staff will proceed in developing a new sidewalk master plan for the Town based on the noted criteria.

We will be available during the work session on May 8th to answer any questions.

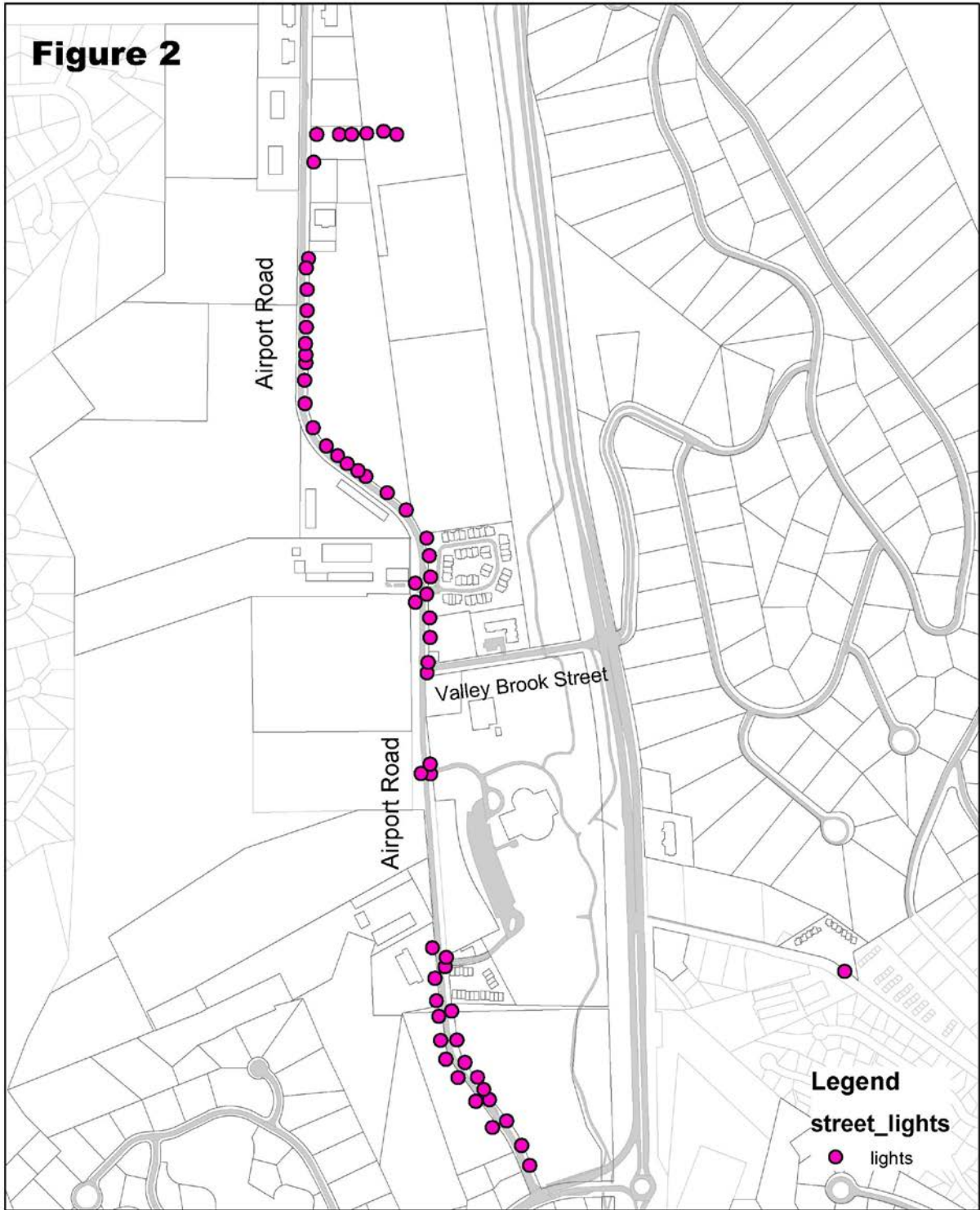


Town of Breckenridge and Summit County governments assume no responsibility for the accuracy of the data, and use of the product for any purpose is at user's sole risk.

**Street Lights
Core**



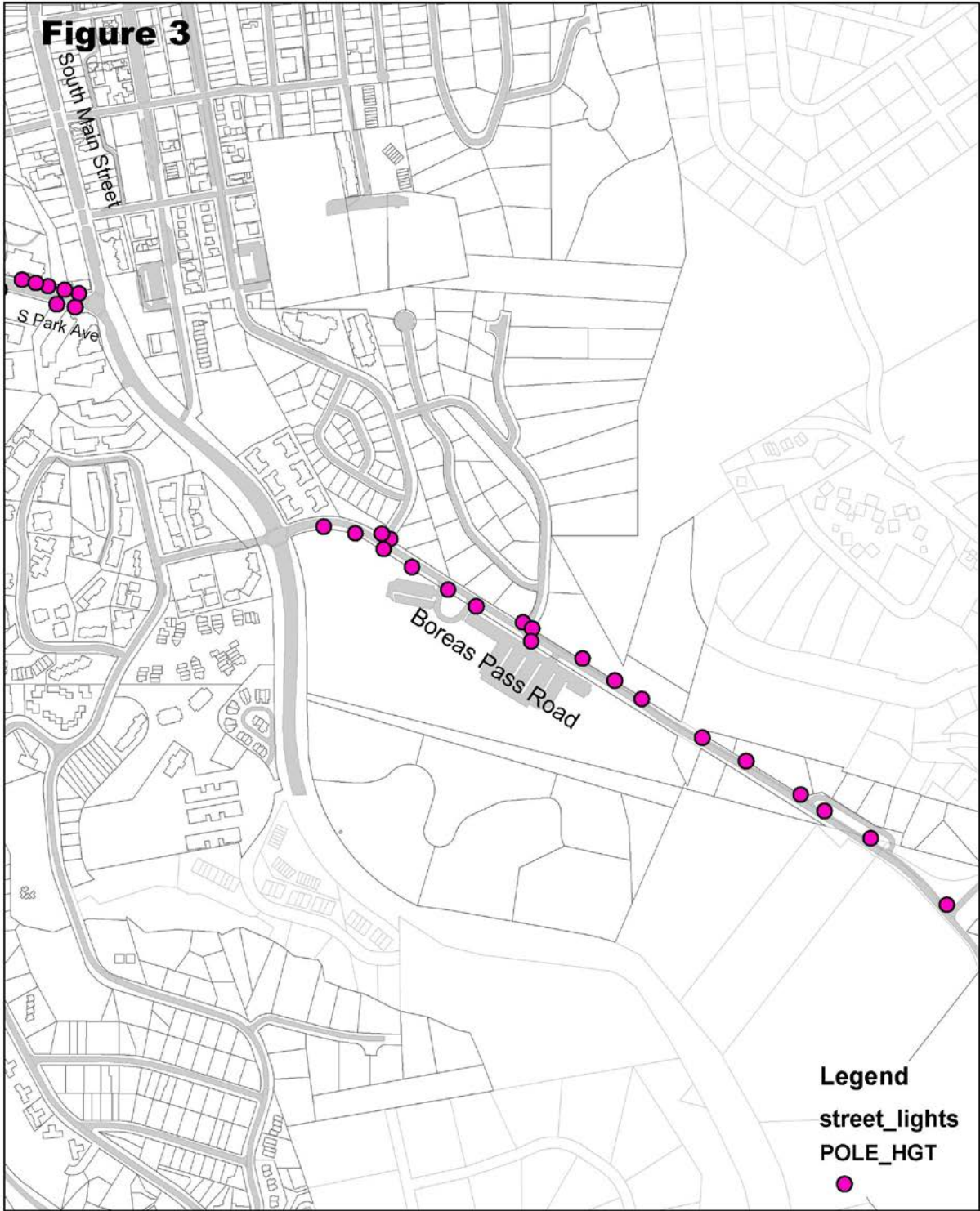
Figure 2



Town of Breckenridge and Summit County governments assume no responsibility for the accuracy of the data, and use of the product for any purpose is at user's sole risk.

**Street Lights
North**



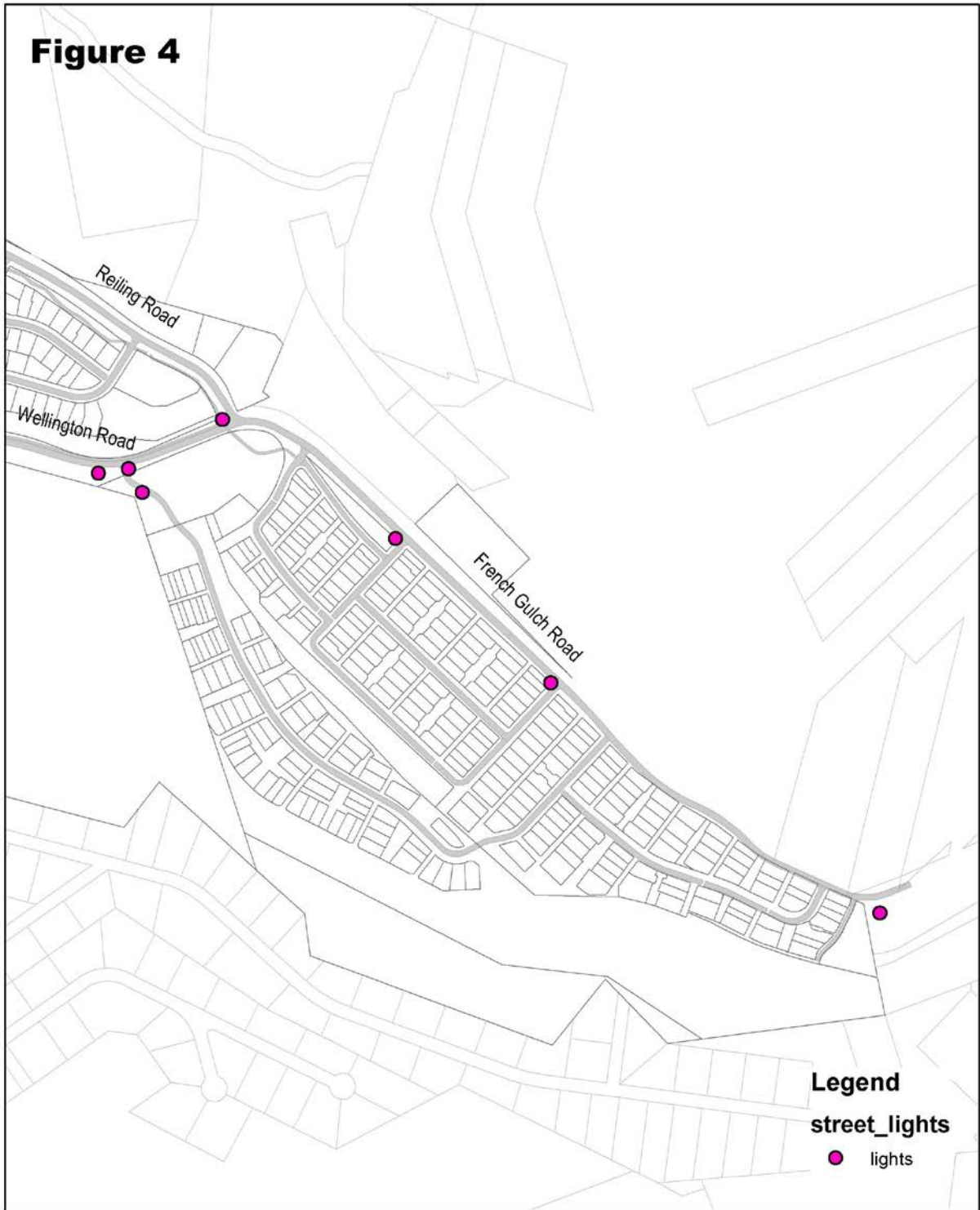


Town of Breckenridge and Summit County governments assume no responsibility for the accuracy of the data, and use of the product for any purpose is at user's sole risk.

Street Lights South



Figure 4

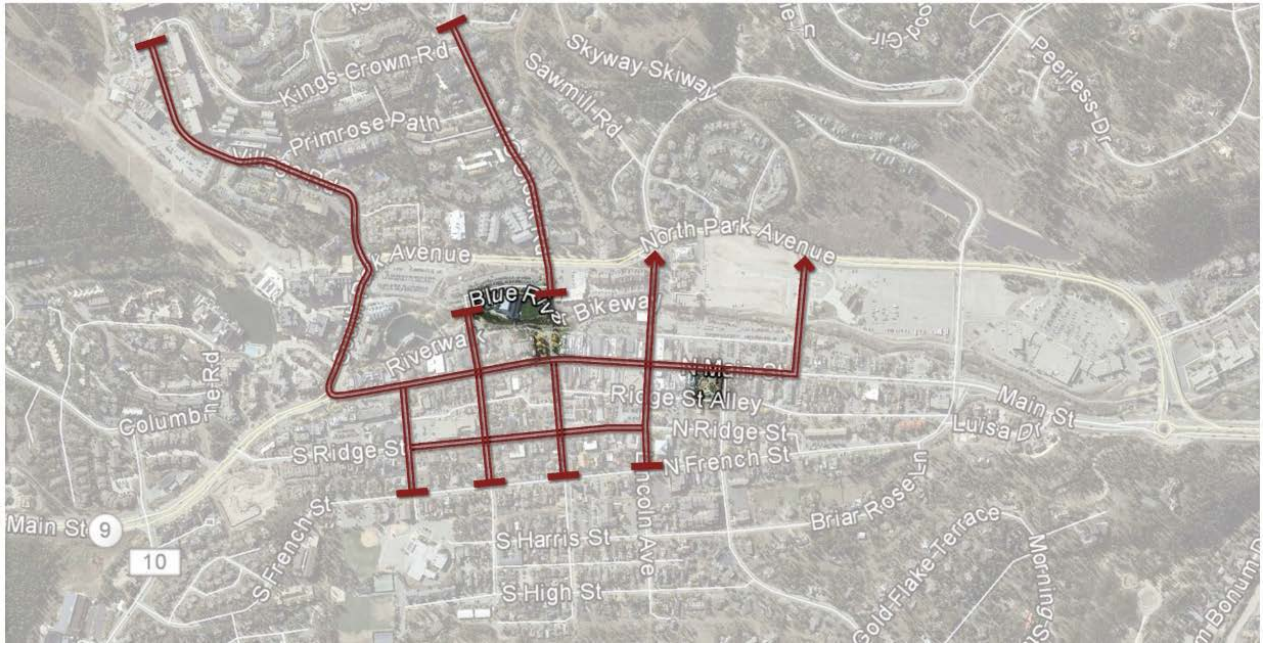


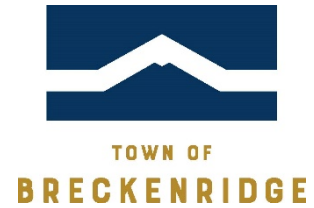
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**Street Lights
French Gulch**



Figure 5 - Improved Key Pedestrian Corridors





Memo

To: Town Council
 From: Chapin LaChance, Planner II
 Community Development Department
 Date: 5/2/2018
 Subject: Wildfire Mitigation Efforts for 2018

The purpose of this agenda item is to update the Town Council on the activities planned for this summer regarding wildfire mitigation. As you know, the Town is a member entity of the Summit County Wildfire Council. The most recent regularly scheduled meeting of that group was held on March 29th, 2018. Please find the minutes from that meeting attached, which describe the many activities planned for this field season by the various members of the Wildfire Council.

Summit County

Of particular interest is the Summit County Chipping Program that will be occurring once again this summer, beginning on June 25th and ending on September 24th. This is a free service to homeowners. The chipping crews typically make two passes through each neighborhood during this three month period. The program is marketed quite extensively through the following outlets:

Outlet	Media
OMO graphic design	fact sheet, banner, ads
Street Media Bus Ad	mobile billboard
Skyline 8 Movie Theatre	Onscreen Advertising
Summit County TV - Ch. 10 & 22	psa
Outside TV 8	14 weeks of short videos
Krystal 93 radio	radio ads
AMT radio (2 stations + web)	radio ads
Summit Daily News	Contractor RFP, Chipping ads
Summit Magazine	1/4 page in summer print
County Sign Shoppe	8 highway signs with Fact Sheet attached

Dan Schroder, Colorado State University Extension Director for Summit County, will be in attendance to provide a brief presentation on the Chipping Program and will be available to answer questions.

U.S. Forest Service

The U.S.F.S. will be busy this summer as well. Please see the minutes for a listing of their planned activities. Of interest in the Upper Blue will be the prioritization of three different fuels mitigation contracts in the Ophir Mountain area (near where the Peak 2 fire was last summer), treating approximately 775 acres.

Bill Jackson, the District Ranger for the Dillon Ranger District will be at the meeting to make a brief presentation on the Forest Service’s planned activities for this summer, and to answer any questions you may have.

Red White and Blue Fire Protection District

RW&B provides a voluntary fire mitigation program for property owners. Their staff includes five highly qualified individuals, who will visit a property on request and perform a full risk assessment. Trees, ground cover, building materials, storage of combustibles, and the housekeeping of the home are reviewed. RW&B staff’s knowledge of weather and topography is to visualize how a fire may affect the home that is being assessed. This information is used to develop a comprehensive plan for the property owner, which is more of an education than an assessment. The goal is to inform the property owner why the recommendations will help, versus simply providing instructions. Alternate solutions are also provided, if the owner is not agreeable to the primary suggestions.

The assessment is concluded with the assignment of a color code to the property. Green means that RW&B will aggressively protect the property, or that the property may not need defending. Yellow means that RW&B may prepare the home for protection during a wildfire event, but then leave if the situation becomes unsafe. Red means that RW&B may decide to put divert all efforts into other properties that have a higher probability of being protected.

While with the property owner, RW&B also provides education regarding emergency and evacuation planning. Property owners are reminded to register for the Summit County Alert system, and educated on the difference between the Summit County Alert system and the Reverse 911 system. Finally, property owners are provided with a detailed plan, and an ample amount of education literature. In 2017, RW&B met with 76 individual homeowners, assessed two complete subdivisions, and educated six HOAs.

Town of Breckenridge

The Town has agreed to contribute \$25,000 to a multi-jurisdictional countywide program for public outreach efforts, and for the hiring of additional seasonal staff to monitor backcountry campers. The seasonal employees will work out of the U.S.F.S. Dillon Ranger District office. The Summit County Sheriff’s Office will provide overtime hours to supplement the patrol work of the U.S.F.S. A financial summary of the county-wide program is provided below, as well as information on the outreach campaign.

Stakeholder:	Contribution:
Summit County:	\$61,000 (+ in-kind labor for outreach/education by CSU Extension, Emergency Mgmt, Communications)
Town of Breckenridge	\$25,000
Town of Silverthorne:	\$5,000 (+ in kind contribution of Silverthorne Pavilion for June 21 wildfire education fair)
Town of Blue River:	\$5,000
Town of Frisco:	\$5,000
Town of Dillon:	\$4,000
Red, White & Blue:	\$3,000
Summit Fire and EMS:	\$3,000
TOTAL:	\$111,000

Program	Expenses:
Seasonal wildfire prevention patrol	\$86,000 <ul style="list-style-type: none"> • Dillon Ranger District season rangers (4): \$61,000 • Summit County Sherriff's Office overtime hours: \$25,000
Public education and outreach campaign (See info below)	\$25,000 <ul style="list-style-type: none"> • Graphic design, printing, shipping: \$5,000 • Ad buys (Newspaper, radio, digital): \$20,000
TOTAL:	\$111,000

Summit County Wildfire Prevention Outreach Campaign: Summer 2018

- **Goal:** Reduce the risk of human-caused wildfire by educating residents and visitors about fire restrictions and wildfire-prevention strategies.
- **Timeline:** June 1 – Sept. 30
- **Messages:**
 - Fire restrictions education and awareness: Current restriction status and specific prohibitions.
 - Wildfire prevention education: Tips for preventing wildfire, e.g., proper campfire extinguishment, campfire safety, not parking vehicles in high grasses, not tossing cigarettes, chainsaw-spark safety.
- **Strategies and Tactics**
 - Owned Media
 - Earned Media
 - Paid Media
 - Events
 - Partnerships
 - Campaign Collateral

Additionally, the Town will make available a location on the McCain parcel for the Chipping Program to deposit their wood chips this summer. Town Planning staff continue to administer the defensible space requirements for all new construction, and for major additions to existing buildings.

Please let us know if there are any other measures which the Council would like the staff to pursue.