



**AGENDA
TOWN OF PARACHUTE
TOWN COUNCIL REGULAR MEETING
222 GRAND VALLEY WAY PARACHUTE, CO 81635
NOVEMBER 16, 2023 6:30 PM**

The Town of Parachute will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 285-7630, x-104 for assistance.

(A) CALL TO ORDER & ROLL CALL

(B) PLEDGE OF ALLEGIANCE

(C) APPROVE AGENDA

(D) CONSENT AGENDA

Items of a routine nature are placed on the consent agenda to allow the town council to spend its time and energy on more important items on a lengthy agenda. Any council member or any member of the public may request that an item be “removed” from the consent agenda and considered on the regular agenda.

D.1 TOWN COUNCIL CONSIDERATION OF MINUTES FROM THE OCTOBER 19, 2023, REGULAR TOWN COUNCIL MEETING

[Attachment 1: 2023.10.19TCMINUTES.pdf](#)

D.2 TOWN COUNCIL CONSIDERATION OF EXPENDITURES PAID FROM OCTOBER 12, 2023, THROUGH NOVEMBER 8, 2023

[Attachment 1: Expenditures paid Oct - Nov 2023.pdf](#)

D.3 TOWN COUNCIL CONSIDERATION OF GRANT RELINQUISHMENT OF DOLA GRANT EIAF 09502

[EIAF 09502 Grant Relinquishment Letter DRAFT.pdf](#)

D.4 UPCOMING MEETINGS

[Draft Town Council Agendas and Upcoming Meetings.docx](#)

(E) PUBLIC COMMENTS ON THE ISSUES NOT ON THE AGENDA

The Town Council welcomes you and thanks you for your time and concerns. If you wish to address the Town Council, this is the time set on the agenda for you to do so. When you are recognized, please step to the podium, state your name and address then address the Council. Your comments will be limited to three (3) minutes. The Council may not respond to your comments this evening, rather they may take your comments and suggestions under advisement and provide direction to the appropriate member of Town Staff for follow-up. Thank you.

**PLEASE SILENCE ALL CELL PHONES, PAGERS, AND HAND-HELD DEVICES. THANK YOU.
PLEASE NOTE: THIS MEETING IS BEING AUDIO RECORDED.**

(F) PRESENTATIONS

F.1 PRESENTATION AND FUNDING REQUEST FROM COLORADO RIVER VALLEY ECONOMIC DEVELOPMENT PARTNERSHIP

[Attachment 1: CRVEDP & Parachute 2024 Investment.pdf](#)

F.2 DISCUSSION OF URBAN RENEWAL AUTHORITY FORMATION PROCESS

[Cover Memo URA Formation Process](#)

[ATTACHMENT 1 - URA Memo KNH Summary Outline 11 13 2023](#)

[ATTACHMENT 2 - Example Study - 11.13.18 Draft West Glenwood Springs URA Conditions Survey -- Report and Cover \(002\).pdf](#)

[ATTACHMENT 3 - Parachute Downtown Development Plan 2023 - Final](#)

(G) PUBLIC HEARINGS

G.1 PUBLIC HEARING BEFORE THE PARACHUTE TOWN COUNCIL TO CONSIDER A LAND USE APPLICATION FROM RRR PROPERTIES, INC TO RESUBDIVIDE PROPERTY IDENTIFIED AS THE ALLEN POINT COMMERCIAL PARK

APPLICANT: RRR PROPERTIES, LLC

REPRESENTATIVE: RICH REYNOLDS

PROJECT NAME: ALLEN POINT COMMERCIAL PARK

PROJECT ADDRESS: 150 E CALLAHAN COURT

TOWN COUNCIL CONSIDERATION ON ORDINANCE NO. 811-2023

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PARACHUTE, COLORADO, APPROVING A SUBDIVISION AND FINAL PLAT FOR THE ALLEN POINT COMMERCIAL PARK

[Attachment 1: Land Use Application Staff Report and Overview - Allen Point](#)

[Attachment 2: Land Use Application Packet and Completeness Review - Allen Point Commercial Park](#)

[Attachment 3: Ordinance No. 811-2023 - Allen Point Subdivision.docx](#)

G.2

PUBLIC HEARING BEFORE THE PARACHUTE TOWN COUNCIL TO CONSIDER AMENDING THE 2023 BUDGET WITH ADDITIONAL APPROPRIATIONS OF EXPENDITURES AND REVENUES TO THE GRANT, STREET, PARACHUTE CAPITAL IMPROVEMENT AND WATER FUNDS

TOWN COUNCIL CONSIDERATION OF RESOLUTION NO. 2023-31

A RESOLUTION AMENDING THE 2023 BUDGET WITH ADDITIONAL APPROPRIATIONS OF EXPENDITURES AND REVENUES TO THE GRANT, STREET, PARACHUTE CAPITAL IMPROVEMENT AND WATER FUNDS

[Attachment 1: Resolution 2023-31 - Agenda Item Summary - 2023.11.16 Supplemental.pdf](#)

[Attachment 2: Resolution No. 2023-31 - 2023 Budget Supplemental.pdf](#)

G.3 PUBLIC HEARING BEFORE THE TOWN COUNCIL TO CONSIDER ADOPTION OF THE 2024 BUDGET FOR THE TOWN OF PARACHUTE, CO.

TOWN COUNCIL CONSIDERATION OF RESOLUTION NO. 2023-32

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING THE BUDGET FOR THE TOWN OF PARACHUTE, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2024, AND ENDING ON THE LAST DAY OF DECEMBER 2024, ESTIMATING THE AMOUNT OF MONEY NECESSARY TO BE RAISED BY THE TAX LEVY, BASED ON THE SAID BUDGET SO ADOPTED; ESTIMATING THE AMOUNT OF MONEY TO BE DERIVED FROM OTHER REVENUE SOURCES; SETTING THE TOTAL ESTIMATED EXPENDITURES FOR EACH FUND; AND ADOPTING THE SCHEDULE OF FEES FOR THE TOWN OF PARACHUTE, COLORADO

TOWN COUNCIL CONSIDERATION OF RESOLUTION NO. 2023-33

A RESOLUTION LEVYING GENERAL PROPERTY TAXES TO HELP DEFRAY THE COST OF GOVERNMENT FOR THE TOWN OF PARACHUTE, COLORADO, FOR THE 2024 BUDGET YEAR.

TOWN COUNCIL CONSIDERATION OF RESOLUTION NO. 2023-34

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH BELOW, FOR THE TOWN OF PARACHUTE, COLORADO, FOR THE 2024 BUDGET YEAR

[Cover Memo Resolutions 2023-32 2023-33 2023-34 adopting 2024 Budget.docx](#)
[Resolution No. 2023-32 Adopting 2024 Budget and Fees](#)
[Resolution No. 2023-32 - 2024 Budget Supplemental I.pdf](#)
[Resolution No. 2023-32 - 2024 Budget Supplemental II.pdf](#)
[Resolution No. 2023-32 - Exhibit A - 2024 FINAL Budget Detail](#)
[Resolution No. 2023-32 EXHIBIT B - 2024 Schedule of Fees](#)
[Resolution No. 2023-33 - Mill Levy Certification](#)
[Resolution 2023-34 - Appropriating Sums of Money 2024 Budget.pdf](#)
[2024 Proposed Budget Book 10 12 2023](#)

(H) RESOLUTIONS

H.1 TOWN COUNCIL CONSIDERATION OF RESOLUTION NO. 2023-30

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARACHUTE, COLORADO, APPOINTING COUNCIL MEMBER _____ TO FILL THE VACANT MAYOR SELECTED EX-OFFICIO PLANNING COMMISSION VACANCY UNTIL THE END OF THEIR OFFICIAL TENURE

[2023-30 - Resolution - Planning Commission Vacancy.pdf](#)

H.2 TOWN COUNCIL CONSIDERATION OF RESOLUTION NO. 2023-35

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARACHUTE, COLORADO, ADOPTING A SOCIAL MEDIA AND ONLINE ENGAGEMENT POLICY

[Cover Memo reso 2023-35 Social Media Policy.docx](#)

[Attachment 1: 2023-35 Resolution - Adopting a Social Media and Online Engagement Policy](#)

[Attachment 2: Resolution 2023-35 - Exhibit A - Draft Social Media Policy](#)

H.3 TOWN COUNCIL CONSIDERATION OF RESOLUTION NO. 2023-36

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARACHUTE, COLORADO DESIGNATING THE DAYS AND TIMES FIXED FOR REGULAR MEETINGS OF THE TOWN COUNCIL AND PLANNING COMMISSION FOR THE YEAR 2024.

[2023-36 - Resolution - 2024 Meeting Schedule - Meeting Days & Times.pdf](#)

(I) CONTRACTS

I.1 TOWN COUNCIL CONSIDERATION OF BID AWARD AND CONTRACT TO AYERS ASSOCIATES, INC FOR DESIGNING THE TRAILHEAD AT MT. CALLAHAN AND TRAILS AT PARACHUTE ISLAND PARK.

TOWN COUNCIL CONSIDERATION OF RESOLUTION NO. 2023-37

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARACHUTE, COLORADO, APPROVING THE AWARD FOR RFQ 23-011 AND CONTRACT FOR TRAIL AND TRAIL HEAD DESIGNING SERVICES

[Cover Memo Reso 2023-37 - Trail and Trailhead Design Project Bid Award](#)

[ATTACHMENT 1 - Resolution 2023-37 - Approving Trail Design Contract Award with AYRES](#)

[ATTACHMENT 2 - Reso 2023-37 EXHIBIT A DRAFT Contract Ayres Design Services 11 09 2023](#)

[ATTACHMENT 3 - Ayres_Parachute Park Trailhead_Proposal](#)

(J) ADMINISTRATIVE REPORTS

2023-11-16

J.1 REVIEW OF A TOWN EMPLOYEE TENURE AWARD AND RECOGNITION PROGRAM
Cover Memo Town of Parachute Tenure Recognition Program
ATTACHMENT 1 - Final Town of Parachute Employee Tenure Award Program

(K) MAYOR AND TOWN COUNCIL REPORTS

(L) EXECUTIVE SESSION

**L.1 EXECUTIVE SESSION C.R.S. 24-6-402(4)(f) FOR PERSONNEL MATTERS
SPECIFICALLY RELATING TO THE ANNUAL REVIEW PROCESS FOR THE TOWN
MANAGER.**

(M) ADJOURN

Topic: Town Council

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83441195679?pwd=UXNwMVZiMisvemlOYkg1ZGRpQURqQ...>

Passcode: Council

Or One tap mobile :

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6833 or +1 253 205 0468 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 931
3860 or +1 689 278 1000 or +1 929 205 6099 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205
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