



Town Board of Trustees Regular Meeting

Tuesday, July 8, 2025, 7:00 p.m.

Town Hall Board Room, 170 MacGregor Ave, Estes Park

Accessibility Statement

The Town of Estes Park is committed to providing equitable access to our services. Contact us if you need any assistance accessing material at 970-577-4777 or townclerk@estes.org.

Meeting Participation

This meeting will be streamed live & available on the [Town YouTube page](#). Click on the following links for more information on [Digital Accessibility](#), [Meeting Translations](#), & [Public Comment](#).

Agenda

Pledge of Allegiance

Agenda Approval

Public Comment

Town Board Comments/Liaison Reports

Town Administrator Report

Consent Agenda

1. [Expenditure Approval Lists – Bills](#)
2. Town Board Meeting & Study Session Minutes dated June 24, 2025
3. Estes Park Planning Commission Minutes dated April 15, 2025 and May 20, 2025 (acknowledgement only)

Reports & Discussion Items (Outside Entities)

1. **Base Funding Report: Estes Arts District**

Liquor Items

- 1. Resolution 69-25 Transfer of Ownership from JWC Stanley Holding, LLC dba The Stanley Hotel to Stanley Partnership for Art Culture and Education LLC dba The Stanley Hotel, 333 Wonderview Avenue, Hotel & Restaurant Liquor License**

Description: Consider the transfer of the current liquor license to the new business owner to allow them to continue the sale of alcohol at the location.

Action Items

- 1. Initiated Ordinance Petition – To Amend the Estes Park Development Code Regarding Rezonings and Planned Unit Development Applications**

Description: Town Clerk to present the citizen-initiated ordinance petition. Per state statute the Board must adopt the ordinance as presented or set an election date.

- 2. Initiated Ordinance Petition – To Repeal Section 11.4 and Associated Building Height Limits in Section 4.3 of the Estes Park Development Code**

Description: Town Clerk to present the citizen-initiated ordinance petition. Per state statute the Board must adopt the ordinance as presented or set an election date.

- 3. Ordinance 13-25 Replace Ordinance 07-22 Considering the Inclusion of Certain Properties Located within the Town of Estes Park into the Municipal Sub-District, Northern Colorado Water Conservancy District**

Description: Consider replacing the 2022 adopted ordinance for compliance with the District's rules & regulations.

4. Resolution 72-25 Increase Contingency for the Prospect Mountain Water Improvements Project

Description: Complete the project by funding additional work resulting from unforeseen construction and higher-than-anticipated costs, development and water rights fees.

5. Resolution 73-25 Contingent Award of the Spruce Knob and Carriage Hills Water Systems Construction

Description: Consider conditionally awarding the construction contract to one of the top two bidders in accordance with Town Policy 602 Local Preference.

6. Resolution 74-25 Revise the Scope of Work for DOLA EIAF B-022 Estes Park Broadband Planning and Implementation

Description: Staff recommends reducing the construction scope due to inflationary fiscal constraints.

Reports & Discussion Items

1. Transportation Advisory Board (TAB) Next Steps – Sunsetting and Bylaws Review

Description: Review TAB role, bylaws, and possible sunsetting. Follow up on conversations at the June 10, 2025 Town Board meeting.

Request to Enter Executive Session

To discuss purchase acquisition lease transfer or sale of any real personal or other property interest, Section 24-6-402(4)(a), C.R.S., and for a conference with an attorney for the Board for the purpose of receiving legal advice on specific legal questions, Section 24-6-402(4)(b), C.R.S. - Real Property Considerations for Development of Housing at the Fish Hatchery Property.

Adjourn



Memo

To: Honorable Mayor Hall & Board of Trustees

Through: Town Administrator Machalek

From: Town Clerk Williamson

Department: Town Clerk's Office

Date: July 8, 2025

Subject: Town Board Meeting & Study Session Minutes dated June 24, 2025

Packet material will be provided for this item by Thursday, July 3, 2025

Minutes of a Regular meeting of the **ESTES PARK PLANNING COMMISSION** of the Town of Estes Park, Larimer County, Colorado. Meeting was held in said Town of Estes Park on April 15, 2025.

Commission: Chair Charles Cooper, Vice Chair David Arterburn, Dick Mulhern, Chris Pawson

Attending: Commissioners Cooper, Arterburn, Mulhern, Pawson, Community Development Director Steve Careccia, Planner Paul Hornbeck, Town Attorney Dan Kramer, Recording Secretary Karin Swanlund

Absent: none

Chair Cooper called the meeting to order at 1:30 p.m. There were six people in the audience.

INTRODUCTIONS

AGENDA APPROVAL

It was moved and seconded (Cooper/Mulhern) to approve the agenda. The motion passed 4-0.

CONSENT AGENDA APPROVAL

It was moved and seconded (Arterburn/Mulhern) to approve the consent agenda. The motion passed 4-0.

PUBLIC COMMENT: none

ACTION ITEMS:

- 1. Election of Officers

It was moved and seconded (Mulhern/Pawson) to appoint Charles Cooper as Chair and David Arterburn as Vice Chair. The motion passed 4-0.

- 2. Rezone 685 Peak View Dr. Senior Planner Hornbeck
Request to continue the item to the May 20, 2025 Planning Commission meeting

It was moved and seconded (Arterburn/Mulhern) to approve the continuance request. The motion passed 4-0.

DISCUSSION:

- 1. Design Workshop Consultants Development Code Update
Eric Krohngold and Phillip Supino reviewed the plan and cadence of the project they have been hired to do. They asked that the Planning Commission be the driving force/steering committee for the rewrite, requesting candid, direct feedback.

Summary of presentation:

Process Discussion included key goals for the Code update. (see Commissioner comments below)
The implementation of Housing, Natural Environment, Built Environment, and Transportation, all subjects taken from the Comprehensive Plan action statements, was also discussed.
Next steps: Meet with the Board of Trustees, organize code recommendations, hold a community open house on June 25, and launch the project website.

Planning Commission – April 15, 2025 – Page 2

Commissioner Comments/Questions:

Balance is key

Community Member input: how and where

Localize “Best Practices”

Ensure transparency of changes

Ensure consistency with Community Values

Differentiate aspirational vs. law

Wildlife buffers/migration- updated information needed

Revise land use definitions that do not match the Zoning District

Affordable Housing/Starter Home Zoning should be explored

Rezoning requirements and density issues need to be addressed

Changes in conditions need clarity

Design Standards should address quality development

Update drainage/landscape/lighting standards

Sidewalks/Paths to nowhere do not seem practical

Address building maintenance/blight/aesthetics

Fire mitigation

Development incentives for builders to develop what the Town wants

Housing terms: workforce, affordable, attainable, need clarity

Parking standards/incentives

2. Member Recruitment

Director Careccia reported that the open Commissioner position is being actively recruited. He asked that current Commissioners spread the word.

3. Upcoming meetings

The May 20th meeting will have three action items: VBASE update, the Stanley Park courts plan, and the Coyote Run rezone. A joint meeting with the Town Board will be scheduled for early June.

There being no further business, Chair Cooper adjourned the meeting at 3:30 p.m.

Chuck Cooper, Chair

Karin Swanlund, Recording Secretary

Town of Estes Park, Larimer County, Colorado, May 20, 2025

Minutes of a Regular meeting of the **ESTES PARK PLANNING COMMISSION** of the Town of Estes Park, Larimer County, Colorado. Meeting was held in said Town of Estes Park on May 20, 2025.

Commission: Chair Charles Cooper, Vice Chair David Arterburn, Dick Mulhern, Chris Pawson

Attending: Commissioners Cooper, Arterburn, Mulhern, Pawson, Community Development Director Steve Careccia, Planner Kara Washam, Town Board Liaison Frank Lancaster, Recording Secretary Karin Swanlund

Absent: Mulhern, Pawson

Chair Cooper called the meeting to order at 1:30 p.m. There were three people in the audience.

INTRODUCTIONS

There was no quorum; therefore, no official meeting was held.

AGENDA APPROVAL

CONSENT AGENDA APPROVAL

PUBLIC COMMENT:

CONTINUED ITEMS:

- 1. Rezone 685 Peak View Dr.
Request to continue the item to the June 17, 2025, Planning Commission meeting

ACTION ITEMS:

- 1. Code Amendment Vehicle-Based Accommodations Planner II, Washam

A request to consider an amendment of the Estes Park Development Code (EPDC) to remove the requirement for electric and water availability for the Vehicle-Based Accommodations for Seasonal Employees (VBASE) program

DISCUSSION:

- 1. Community Conversations Eric White, Adult Services Director
Estes Valley Library.

Eric shared a slide show explaining Community Conversations and how it will benefit the Development Code update. The main goal is to give people from across the community a voice and inform decision-making.

There being no further business, Chair Cooper adjourned the meeting at 1:50 p.m.

Chuck Cooper, Chair

Karin Swanlund, Recording Secretary



Report

To: Honorable Mayor Hall & Board of Trustees

Through: Town Administrator Machalek

From: Director Endsley

Department: Town Administrator's Office

Date: July 8, 2025

Subject: Base Funding Report: Estes Arts District

No packet material was provided for this item



Memo

To: Honorable Mayor Hall & Board of Trustees

Through: Town Administrator Machalek

From: Jackie Williamson, Town Clerk

Department: Town Clerk

Date: July 8, 2025

Subject: Resolution 69-25 Transfer of Ownership from JWC Stanley Holding, LLC dba The Stanley Hotel to Stanley Partnership for Art Culture and Education LLC dba The Stanley Hotel, 333 Wonderview Avenue, Hotel & Restaurant Liquor License

Type: Public Hearing, Quasi-Judicial

Objective:

Transfer an existing liquor license located at 333 Wonderview Avenue to the applicant, Stanley Partnership for Art Culture and Education LLC dba The Stanley Hotel.

Present Situation:

A Hotel & Restaurant license is currently held at the location referenced above by JWC Stanley Holding, LLC dba The Stanley Hotel. The applicant is requesting a transfer of the license and submitted a complete application to the Town Clerk's office on May 15, 2025, and a temporary permit was issued May 15, 2025. The temporary permit authorizes the transferee to continue the sale of alcohol as permitted under the current license while the application to transfer ownership of the license is pending. The applicant submitted all necessary paperwork and fees and has previously completed TIPS training.

Proposal:

The Town Board to review and consider the application to transfer the existing license to Stanley Partnership for Art Culture and Education LLC dba The Stanley Hotel.

The Town of Estes Park is committed to providing equitable access to our services. Contact us if you need any assistance accessing material at 970-577-4777 or townclerk@estes.org.

Advantages:

The transfer of the license provides the business owner with the opportunity to continue operating an existing, liquor-licensed establishment without an interruption of service to its clientele.

Disadvantages:

The business owner is denied the opportunity to continue operating an existing liquor-licensed business during the licensing process

Action Recommended:

Approval to transfer the existing Hotel & Restaurant liquor license to Stanley Partnership for Art Culture and Education LLC dba The Stanley Hotel.

Finance/Resource Impact:

The fee paid to the Town of Estes Park for a Hotel & Restaurant liquor license transfer is \$1319. The fee covers the administrative costs related to processing the application, background checks, and business licensing. In addition, the renewal fee payable to the Town for a Hotel & Restaurant liquor license is \$869 per year.

Level of Public Interest:

Low.

Sample Motion:

I move to **approve/deny** Resolution 69-25 for the transfer of Hotel & Restaurant liquor license filed by Stanley Partnership for Art Culture and Education LLC dba The Stanley Hotel.

Attachments:

1. Procedures for Transfer
2. Resolution 69-25
3. Application, Diagram, Individual History

PROCEDURE FOR TRANSFER OF LIQUOR LICENSE

MAYOR.

The next order of business is convening the Liquor Licensing Authority for the Town of Estes Park. A public hearing on the application to transfer a Hotel & Restaurant liquor license held by JWC Stanley Holding, LLC dba The Stanley Hotel to Stanley Partnership for Art Culture and Education LLC dba The Stanley Hotel, 333 Wonderview Avenue, Estes Park, Colorado.

TOWN CLERK.

Will present the application to transfer a Hotel & Restaurant license to Stanley Partnership for Art Culture and Education LLC dba The Stanley Hotel and confirm the following:

- The application was filed **May 15, 2025**.
- The Town has received all necessary fees and hearing costs.
- The applicant is filing as a **LLC**.
- There is no police report with regard to the investigation of the applicant as the applicant is a quasi-governmental entity.
- Status of T.I.P.S. Training: **Complete**

MAYOR.

- Ask the Board of Trustees if there are any questions of any person speaking at any time during the course of this hearing.
- Declare the public hearing closed.

MOTION:

I move that Resolution 69-25 be approved/denied to transfer a Hotel & Restaurant license held by JWC Stanley Holding, LLC dba The Stanley Hotel to Stanley Partnership for Art Culture and Education LLC dba The Stanley Hotel, 333 Wonderview Avenue, Estes Park, Colorado.

CLOSING:

I declare the Liquor Licensing Authority for the Town of Estes Park is adjourned and I now reconvene the regular Town Board meeting.

RESOLUTION 69-25

APPROVING A TRANSFER OF A HOTEL & RESTAURANT LIQUOR LICENSE FROM
JWC STANLEY HOLDING, LLC DBA THE STANLEY HOTEL TO
STANLEY PARTNERSHIP FOR ART CULTURE AND EDUCATION LLC DBA
THE STANLEY HOTEL, 333 WONDERVIEW AVENUE, ESTES PARK, CO 80517

WHEREAS, the Town Board of Trustees acting in their capacity as the Liquor Licensing Authority for the Town of Estes Park held a public hearing on July 8, 2025 for a Transfer of a Hotel & Restaurant Liquor License, filed by Stanley Partnership for Art Culture and Education LLC dba The Stanley Hotel, 333 Wonderview Avenue; and

WHEREAS, C.R.S. § 44-3-303 and § 44-3-307 and Regulation 304 requires the licensing authority shall consider the requirements outlined in said sections for a transfer application; and

WHEREAS, the Board of Trustees finds the application meets the requirements outlined in the aforementioned section of the statutes and liquor regulations for the granting of this transfer of a liquor license.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF ESTES PARK, COLORADO:

The Board approves the application for a Transfer of a Hotel & Restaurant Liquor License, filed by Stanley Partnership for Art Culture and Education LLC dba The Stanley Hotel, 333 Wonderview Avenue, Estes Park, Colorado.

DATED this _____ day of _____, 2025.

TOWN OF ESTES PARK

Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:



Town Attorney

DR 8404 (08/08/24)
 COLORADO DEPARTMENT OF REVENUE
 Liquor Enforcement Division
 PO BOX 17087
 Denver CO 80217-0087
 (303) 205-2300

Colorado Liquor Retail License Application

* **Note that the Division will not accept cash** ☐ Paid by Check Date Uploaded to Movelt

☒ Paid Online

☐ New License ☐ New-Concurrent ☒ Transfer of Ownership ☐ State Property Only ☐ Master file

- All answers must be printed in black ink or typewritten
- Applicant must check the appropriate box(es)
- Applicant should obtain a copy of the Colorado Liquor and Beer Code: SBG.Colorado.gov/Liquor

Applicant is applying as a/an ☐ Individual ☒ Limited Liability Company ☐ Association or Other
☐ Corporation ☐ Partnership (includes Limited Liability and Married Couple Partnerships)

Applicant Name If an LLC, name of LLC; if partnership, at least 2 partner's names; if corporation, name of corporation

Stanley Partnership for Art Culture and Education LLC

FEIN Number

99-4053826

State Sales Tax Number

[REDACTED]

Trade Name of Establishment (DBA)

The Stanley Hotel

Business Telephone

(970) 577-4000

Address of Premises (specify exact location of premises, include suite/unit numbers)

333 Wonderview Avenue

City

Estes Park

County

Larimer

State

CO

ZIP Code

80517

Mailing Address (Number and Street)

333 Wonderview Avenue

City or Town

Estes Park

State

CO

ZIP Code

80517

Email Address

mrrios@StanleyHotel.com

If the premises currently has a liquor or beer license, you **must** answer the following questions.

Present Trade Name of Establishment (DBA)

The Stanley Hotel

Present State License Number

12-72337

Present Class of License

Hotel & Restaurant (City)

Present Expiration Date

09/17/2025

Section A Nonrefundable application fees*

- ☐ Application Fee for New License\$1,100.00
- ☐ Application Fee for New License with Concurrent Review\$1,200.00
- ☒ Application Fee for Transfer.....\$1,100.00

Section B Liquor License Fees*

- ☐ Add Optional Premises to H & R\$100.00 X Total
- ☐ Add Sidewalk Service Area.....\$75.00
- ☐ Arts License (City).....\$308.75
- ☐ Arts License (County)\$308.75
- ☐ Beer and Wine License (City).....\$351.25
- ☐ Beer and Wine License (County).....\$436.25
- ☐ Brew Pub License (City).....\$750.00
- ☐ Brew Pub License (County).....\$750.00
- ☐ Campus Liquor Complex (City)\$500.00
- ☐ Campus Liquor Complex (County)\$500.00
- ☐ Campus Liquor Complex (State)\$500.00
- ☐ Club License (City)\$308.75
- ☐ Club License (County).....\$308.75
- ☐ Distillery Pub License (City).....\$750.00
- ☐ Distillery Pub License (County)\$750.00
- ☐ Entertainment Facility License (City).....\$500.00
- ☐ Entertainment Facility License (County).....\$500.00
- ☒ Hotel and Restaurant License (City).....\$500.00
- ☐ Hotel and Restaurant License (County)\$500.00
- ☐ Hotel and Restaurant License with one optional premises (City).....\$600.00
- ☐ Hotel and Restaurant License with one optional premises (County).....\$600.00

Section B Liquor License Fees* (Continued)

<input type="checkbox"/>	Liquor-Licensed Drugstore (City).....	\$227.50
<input type="checkbox"/>	Liquor-Licensed Drugstore (County).....	\$312.50
<input type="checkbox"/>	Lodging Facility License (City).....	\$500.00
<input type="checkbox"/>	Lodging Facility License (County)	\$500.00
<input type="checkbox"/>	Manager Registration - H & R	\$30.00
<input type="checkbox"/>	Manager Registration - Tavern	\$30.00
<input type="checkbox"/>	Manager Registration - Lodging & Entertainment	\$30.00
<input type="checkbox"/>	Manager Registration - Campus Liquor Complex	\$30.00
<input type="checkbox"/>	Optional Premises License (City)	\$500.00
<input type="checkbox"/>	Optional Premises License (County).....	\$500.00
<input type="checkbox"/>	Racetrack License (City)	\$500.00
<input type="checkbox"/>	Racetrack License (County).....	\$500.00
<input type="checkbox"/>	Resort Complex License (City).....	\$500.00
<input type="checkbox"/>	Resort Complex License (County).....	\$500.00
<input type="checkbox"/>	Related Facility - Campus Liquor Complex (City).....	\$160.00
<input type="checkbox"/>	Related Facility - Campus Liquor Complex (County)	\$160.00
<input type="checkbox"/>	Related Facility - Campus Liquor Complex (State)	\$160.00
<input type="checkbox"/>	Retail Gaming Tavern License (City).....	\$500.00
<input type="checkbox"/>	Retail Gaming Tavern License (County).....	\$500.00
<input type="checkbox"/>	Retail Liquor Store License - Additional (City).....	\$227.50
<input type="checkbox"/>	Retail Liquor Store License - Additional (County).....	\$312.50
<input type="checkbox"/>	Retail Liquor Store (City)	\$227.50

Section B Liquor License Fees* (Continued)

- ☐ Retail Liquor Store (County).....\$312.50
- ☐ Tavern License (City).....\$500.00
- ☐ Tavern License (County).....\$500.00
- ☐ Vintners Restaurant License (City).....\$750.00
- ☐ Vintners Restaurant License (County).....\$750.00

Questions? Visit: SBG.Colorado.gov/Liquor for more information

Do not write in this space - For Department of Revenue use only

Liability Information

License Account Number

Liability Date

License Issued Through (Expiration Date)

Total

\$

Application Documents Checklist and Worksheet

Instructions: This checklist should be utilized to assist applicants with filing all required documents for licensure. **All** documents must be properly signed and correspond with the name of the applicant exactly. **All** documents must be typed or legibly printed. Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable.

Questions? Visit: SBG.Colorado.gov/Liquor for more information

Items submitted, please check all appropriate boxes completed or documents submitted

I. Applicant information

- ☒ Applicant/Licensee identified
- ☒ State sales tax license number listed or applied for at time of application
- ☒ License type or other transaction identified
- ☒ Return originals to local authority (additional items may be required by the local licensing authority)
- ☒ All sections of the application need to be completed
- ☐ Master file applicants must include the Application for Master File form DR 8415 and applicable fees to this Retail License Application

II. Diagram of the premises

- ☒ No larger than 8½" X 11"
- ☒ Dimensions included (does not have to be to scale). Exterior areas should show type of control (fences, walls, entry/exit points, etc.)
- ☒ Separate diagram for each floor (if multiple levels)
- ☒ Return originals to local authority (additional items may be required by the local licensing authority)
- ☒ Kitchen - identified if Hotel and Restaurant
- ☒ Bold/Outlined Licensed Premises

III. Proof of property possession (One Year Needed)

- ☒ Deed in name of the applicant (or) (matching Applicant Name provided on page 1) date stamped / filed with County Clerk
- ☐ Lease in the name of the applicant (or) (matching Applicant Name provided on page 1)
- ☐ Lease assignment in the name of the applicant with proper consent from the landlord and acceptance by the applicant
- ☐ Other agreement if not deed or lease. (matching Applicant Name provided on page 1)

IV. Background information (DR 8404-I) and financial documents

- ☒ Complete DR 8404-I for each principal (individuals with more than 10% ownership, officers, directors, partners, members)
- ☒ Fingerprints taken and submitted to the appropriate Local Licensing Authority through an approved State Vendor. Master File applicants submit results to the State
Do not complete fingerprint cards prior to submitting your application.
The Vendors are as follows:
IdentoGO
Appointment Scheduling Website: <https://uenroll.identogo.com/workflows/25YQHT>
Phone: 844-539-5539 (toll-free)
IdentoGO FAQs: <https://cbi.colorado.gov/sections/biometric-identification-and-records-unit/biometric-identification-and-records-unit-faqs>
State Liquor Code for IdentoGO: 25YQHT
Colorado Fingerprinting
Appointment Scheduling Website: <http://www.coloradofingerprinting.com/cabs/>
Phone: 720-292-2722 833-224-2227 (toll free)
State Liquor Code for Colorado Fingerprinting: C030LIQI

- ☐ Purchase agreement, stock transfer agreement, and/or authorization to transfer license
- ☐ List of all notes and loans (Copies to also be attached)

V. Sole proprietor/husband and wife partnership (if applicable)

- ☐ Form DR 4070 Lawful Presence Affidavit
- ☐ Copy of State issued Driver's License or Colorado Identification Card for each applicant

VI. Corporate applicant information (if applicable)

- ☐ Certificate of Incorporation
- ☐ Certificate of Good Standing
- ☐ Certificate of Authorization if foreign corporation (out of state applicants only)

VII. Partnership applicant information (if applicable)

- ☐ Partnership Agreement (general or limited).
- ☐ Certificate of Good Standing

VIII. Limited Liability Company applicant information (if applicable)

- ☒ Copy of articles of organization
- ☒ Certificate of Good Standing
- ☒ Copy of Operating Agreement (if applicable)
- ☐ Certificate of Authority if foreign LLC (out of state applicants only)

IX. Manager registration for Hotel and Restaurant, Tavern, Lodging & Entertainment, and Campus Liquor Complex licenses when included with this application

- ☒ \$30.00 fee
- ☐ If owner is managing, no fee required

1. Is the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers under the age of twenty-one years?..... ☐ Yes ☒ No

2. Has the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers ever (in Colorado or any other state):

a. Been denied an alcohol beverage license?..... ☐ Yes ☒ No

b. Had an alcohol beverage license suspended or revoked?..... ☐ Yes ☒ No

c. Had interest in another entity that had an alcohol beverage license suspended or revoked?..... ☐ Yes ☒ No

If you answered yes to a, b or c above, explain in detail on a separate sheet.

3. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years?..... ☐ Yes ☒ No

If "yes", explain in detail.

4. Are the premises to be licensed within 500 feet, of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary? ☐ Yes ☒ No

or

Waiver by local ordinance? ☐ Yes ☐ No

Other

5. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of greater than (>) 10,0000? **NOTE:** The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.....N/A ☐ Yes ☐ No

6. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of less than (<) 10,0000? **NOTE:** The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.....N/A ☐ Yes ☐ No

For additional Retail Liquor Store only.

a. Was your Retail Liquor Store License issued on or before January 1, 2016?... ☐ Yes ☐ No

b. Are you a Colorado resident?.....N/A ☐ Yes ☐ No

7. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? If yes, identify the name of the business and list any **current** financial interest in said business including any loans to or from a licensee..... ☒ Yes ☐ No

8. Does the applicant, as listed on line 2 of this application, **have legal possession of the premises by ownership**, lease or other arrangement?..... ☒ Yes ☐ No

☒ Ownership ☐ Lease ☐ Other (Explain in detail)

a. If leased, list name of landlord and tenant, and date of expiration, **exactly** as they appear on the lease:

Landlord

Tenant

Expires

b. Is a percentage of alcohol sales included as compensation to the landlord? If yes, complete question on page 9..... ☐ Yes ☒ No

c. Attach a diagram that designates the area to be licensed in black bold outline (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8½" X 11".

9. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies) will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business? Attach a separate sheet if necessary.

Last Name		First Name	
<input type="text" value="None"/>		<input type="text"/>	
Date of Birth (MM/DD/YY)	FEIN or SSN Number	Interest/Percentage	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Last Name		First Name	
<input type="text"/>		<input type="text"/>	
Date of Birth (MM/DD/YY)	FEIN or SSN Number	Interest/Percentage	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Last Name		First Name	
<input type="text"/>		<input type="text"/>	
Date of Birth (MM/DD/YY)	FEIN or SSN Number	Interest/Percentage	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Attach copies of all notes and security instruments and any written agreement or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation.

10. Optional Premises or Hotel and Restaurant Licenses with Optional Premises:

Has a local ordinance or resolution authorizing optional premises been adopted? ☐ Yes ☐ No

Number of additional Optional Premise areas requested. (See license fee chart)

For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include a diagram of the service area and documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.

11. Liquor Licensed Drugstore (LLDS) applicants, answer the following:

a. Is there a pharmacy, licensed by the Colorado Board of Pharmacy, located within the applicant's LLDS premise? ☐ Yes ☐ No

If "yes" a copy of license must be attached.

12. Club Liquor License applicants answer the following: Attach a copy of applicable documentation

a. Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain?..... ☐ Yes ☐ No N/A

b. Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain?..... ☐ Yes ☐ No

c. How long has the club been incorporated?.....

d. Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above?..... ☐ Yes ☐ No

13. Brew-Pub, Distillery Pub or Vintner's Restaurant applicants answer the following:

a. Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached)..... ☐ Yes ☐ No N/A

14. Campus Liquor Complex applicants answer the following:

a. Is the applicant an institution of higher education?..... ☐ Yes ☐ No N/A

b. Is the applicant a person who contracts with the institution of higher education to provide food services?..... ☐ Yes ☐ No

If "yes" please provide a copy of the contract with the institution of higher education to provide food services.

15. For all on-premises applicants.

a. For all Liquor Licensed Drugstores (LLDS) the Permitted Manager must also submit an Manager Permit Application - DR 8000 and fingerprints.

Last Name of Manager

First Name of Manager

16. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number...... ☒ Yes ☐ No

Name

Type of License

Account Number

17. Related Facility - Campus Liquor Complex applicants answer the following:

- a. Is the related facility located within the boundaries of the Campus Liquor Complex?..... ☐ Yes ☐ No N/A

If yes, please provide a map of the geographical location within the Campus Liquor Complex.

If no, this license type is not available for issues outside the geographical location of the Campus Liquor Complex.

- b. Designated Manager for Related Facility - Campus Liquor Complex

Last Name of Manager

First Name of Manager

18. Entertainment Facility License

N/A

If Applicant is applying for an Entertainment Facility License, you affirm that your business model and aligns with the statutory privileges and requirements: ☐ Yes ☐ No

Pursuant to 44-3-103(15.5) C.R.S., an Entertainment Facility means an establishment in which the primary business is to provide the public with sports or entertainment activities within its licensed premises; and that, incidental to its primary business, sells and serves alcohol beverages at retail for consumption on the licensed premises; and has sandwiches and light snacks available for consumption on the licensed premises.

If Applicant is applying for a Lodging Facility License, you affirm that your business model and aligns with the statutory privileges and requirements: ☐ Yes ☐ No

Pursuant to 44-3-103(29) C.R.S., a Lodging Facility means an establishment in which the primary business is to provide the public with sleeping rooms and meeting facilities; and that sells and serves alcohol beverages at retail for consumption on the licensed premises; and has sandwiches and light snacks available for consumption on the licensed premises.

19. Tax Information.

- a. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business?..... ☐ Yes ☒ No
- b. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.?..... ☐ Yes ☒ No

If applicant is a corporation, partnership, association or limited liability company, applicant must list all **Officers, Directors, General Partners, and Managing Members**. In addition, applicant must list any stockholders, partners, or members with **ownership of 10% or more in the applicant**. All persons listed below must also attach form DR 8404-I (Individual History Record), and make an appointment with an approved State Vendor through their website. See application checklist, Section IV, for details.

Name			Date of Birth (MM/DD/YY)	
Colorado Educational and Cultural Facilities Authority			N/A	
Street Address				
180 Glenarm Place, Suite 1201				
City	State	ZIP Code	Position	% Owned
Denver	CO	80202	Member	100
Name			Date of Birth (MM/DD/YY)	
John Cullen IV			<div></div>	
Street Address				
210 Twin Owl Lane				
City	State	ZIP Code	Position	% Owned
Estes Park	CO	80517	CEO/ Manager	0
Name			Date of Birth (MM/DD/YY)	
<div></div>			<div></div>	
Street Address				
<div></div>				
City	State	ZIP Code	Position	% Owned
<div></div>	<div></div>	<div></div>	<div></div>	<div></div>
Name			Date of Birth (MM/DD/YY)	
<div></div>			<div></div>	
Street Address				
<div></div>				
City	State	ZIP Code	Position	% Owned
<div></div>	<div></div>	<div></div>	<div></div>	<div></div>
Name			Date of Birth (MM/DD/YY)	
<div></div>			<div></div>	
Street Address				
<div></div>				
City	State	ZIP Code	Position	% Owned
<div></div>	<div></div>	<div></div>	<div></div>	<div></div>

- ** If applicant is owned 100% by a parent company, please list the designated principal officer on above.
- ** Corporations - the President, Vice-President, Secretary and Treasurer must be accounted for above (Include ownership percentage if applicable)
- ** If total ownership percentage disclosed here does not total 100%, applicant must check this box:

☒ Applicant affirms that no individual other than these disclosed herein owns 10% or more of the applicant and does not have financial interest in a prohibited liquor license pursuant to Article 3 or 5, C.R.S.

I would like to apply for a Two-Year Renewal..... ☐ Yes ☒ No

Oath Of Applicant

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer and Wine Code which affect my license.

Printed Name

John Cullen IV

Title

CEO/ Manager

Authorized Signature


John Cullen IV (Nov 26, 2024 13:33 MST)

Date (MM/DD/YY)

11/26/2024

Report and Approval of Local Licensing Authority (City/County)

Date application filed with local authority

5/15/2025

Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application)

7/8/2025

For Transfer Applications Only - Is the license being transferred valid?..... ☒ Yes ☐ No

The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) or a DR 8000 (Manager Permit) has been:

☒ Fingerprinted

☒ Subject to background investigation, including NCIC/CCIC check for outstanding warrants

That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with and aware of, liquor code provisions affecting their class of license

(Check One)

☐ Date of inspection or anticipated date

☒ Will conduct inspection upon approval of state licensing authority

☐ Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1,500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of > 10,000?

☐ Yes ☐ No

- ☐ Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3,000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of < 10,000? ☐ Yes ☐ No

NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.

- ☐ Does the Liquor-Licensed Drugstore (LLDS) have at least twenty percent (20%) of the applicant's gross annual income derived from the sale of food, during the prior twelve (12) month period? ☐ Yes ☐ No

The foregoing application has been examined; and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 44, Article 4 or 3, C.R.S., and Liquor Rules. **Therefore, this application is approved.**

Local Licensing Authority Approves this license for a two-year renewal..... ☐ Yes ☐ No

If "No", please cite the law, regulation, local ordinance or resolution that gives the local licensing authority the ability to deny the applicant and grounds for denial. Also, please provide any and all investigative reports, and administrative or criminal action that relate or justify this denial.

Proof of Violation

--

Local Licensing Authority for	Telephone Number	<input type="radio"/> Town, City
<input type="text"/>	<input type="text"/>	<input type="radio"/> County

Printed Name	<input type="text"/>	Title	<input type="text"/>
Signature	<input type="text"/>	Date (MM/DD/YY)	<input type="text"/>
Printed Name	<input type="text"/>	Title	<input type="text"/>
Signature	<input type="text"/>	Date (MM/DD/YY)	<input type="text"/>

Tax Check Authorization, Waiver, and Request to Release Information

I, John Cullen IV

am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter
"Waiver") on behalf of

(the "Applicant/Licensee")

Stanley Partnership for Art Culture and Education LLC

to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101. et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business)

Stanley Partnership for Art Culture and Education LLC

Social Security Number/Tax Identification Number

[REDACTED]

Home Phone Number

[REDACTED]

Business/Work Phone Number

(970) 577-4000

Street Address

333 Wonderview Avenue

City

Estes Park

State

CO

ZIP Code

80517

Printed name of person signing on behalf of the Applicant/Licensee

John Cullen IV

Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information)

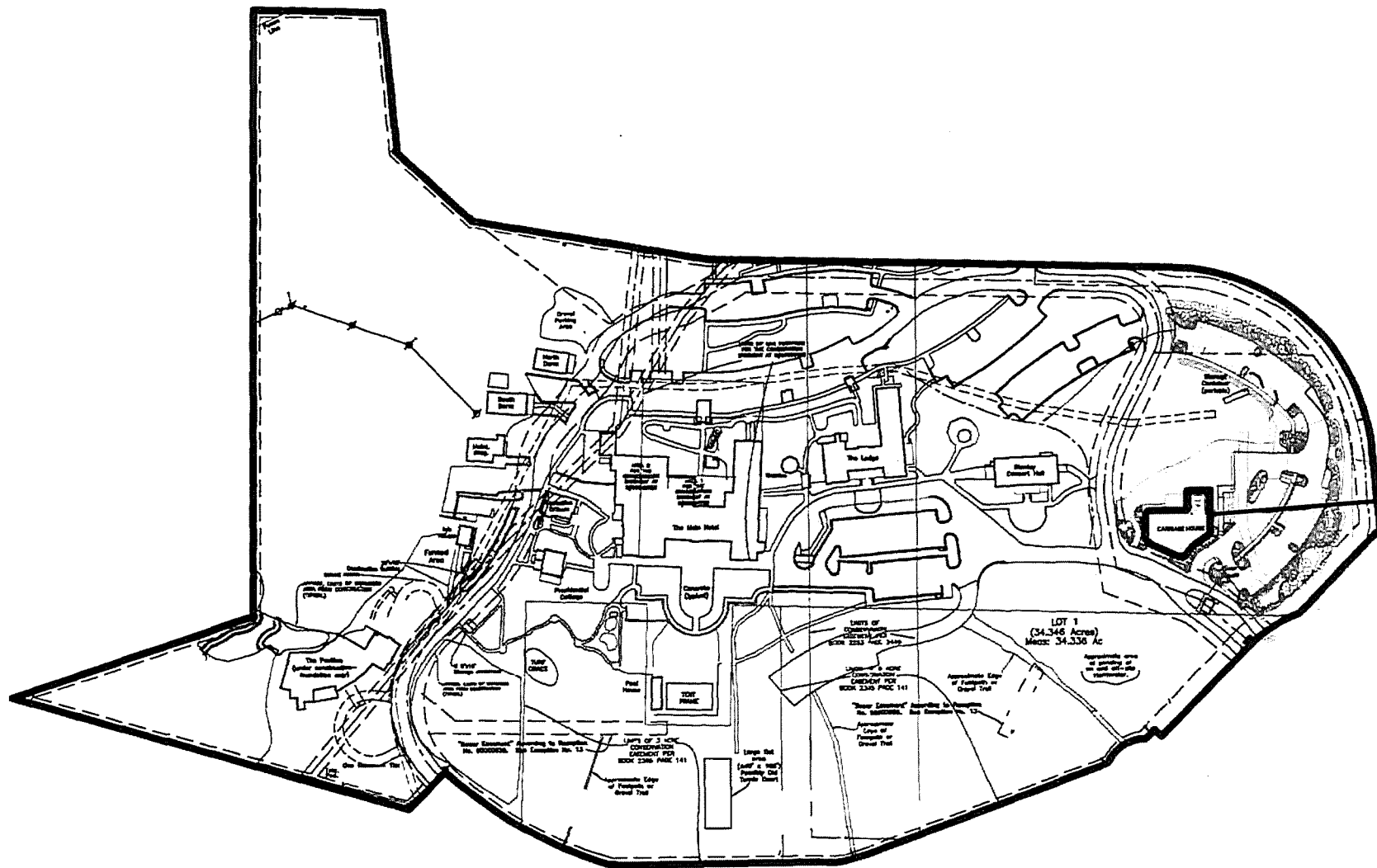

John Cullen IV (Nov 26, 2024 13:33 MST)

Date Signed

11/26/2024

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

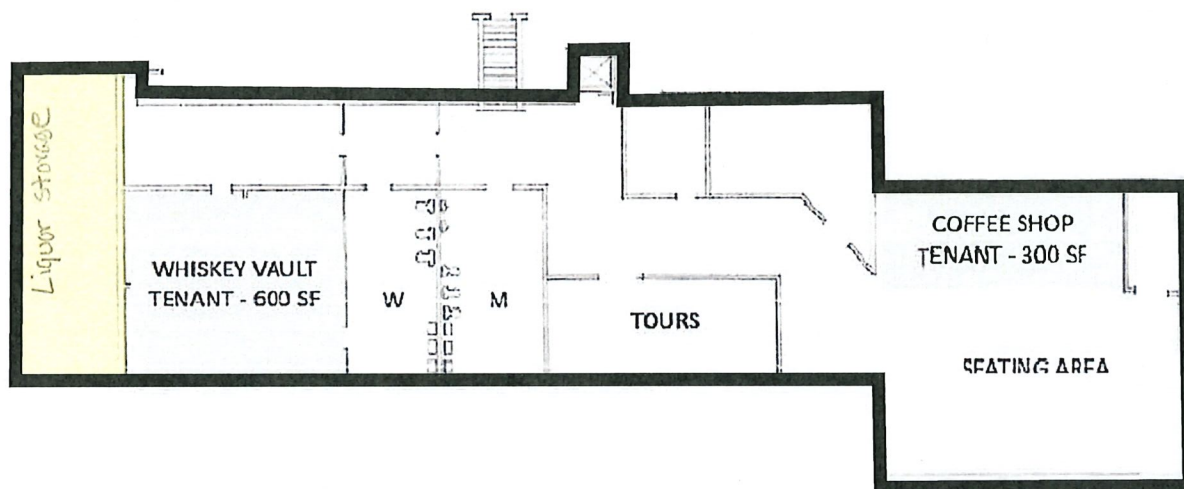


Area Excluded
from license:
Separately
licensed by Post
Chicken - Hotel &
Restaurant Liquor
License (State # -
03-14762)

1 SITE PLAN - LOT 1

Stanley Partnership for Art Culture and Education, LLC, d/b/a The Stanley Hotel
333 East Wonderview Avenue, Estes Park, CO 80517

■ = Alcohol Storage

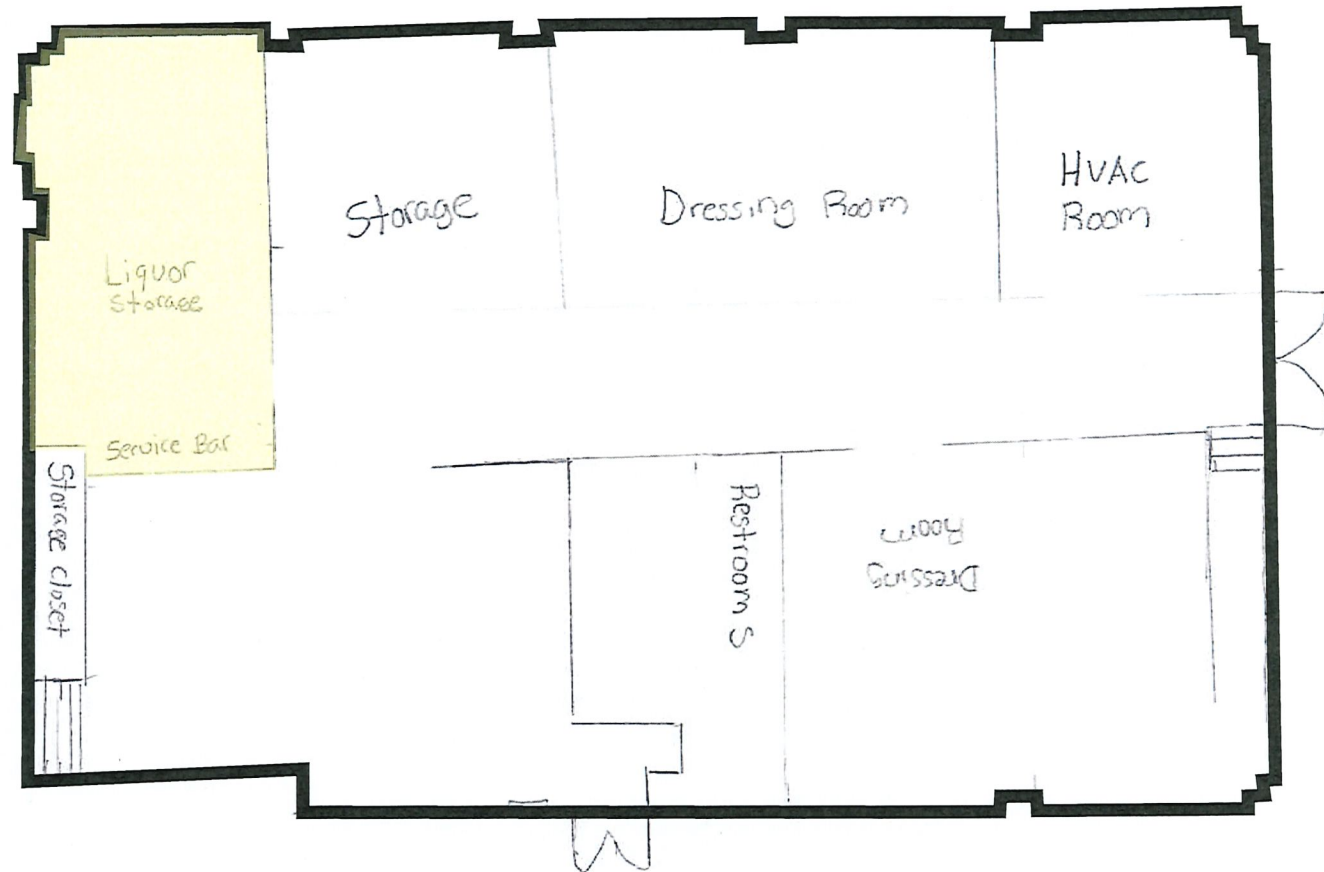


**The Stanley Hotel
Basement Floor Diagram**

333 E. Wonderview Ave., Estes Park, CO 80517



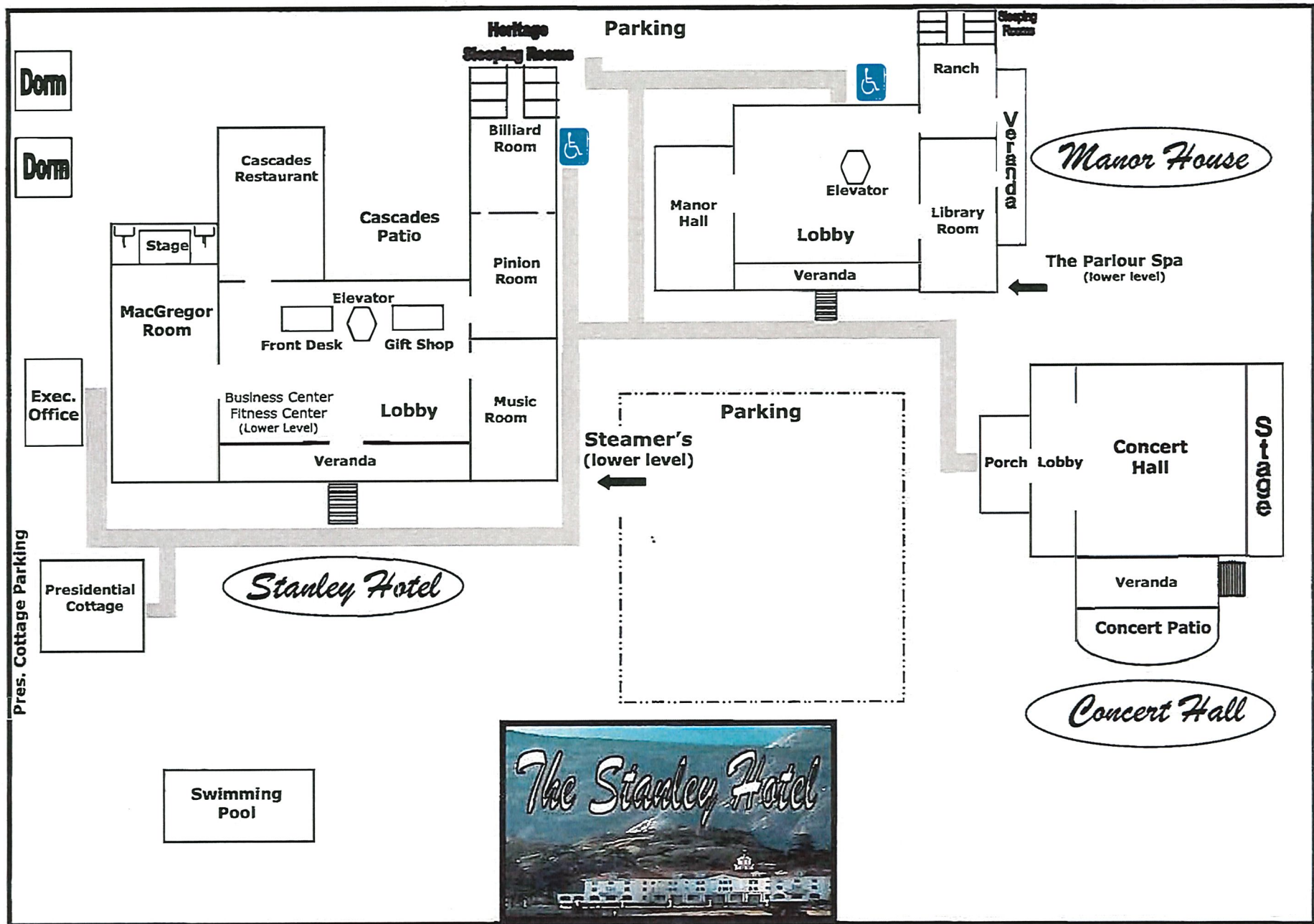
■ = Alcohol Storage



Stanley Partnership for Art Culture and Education, LLC, d/b/a The Stanley Hotel

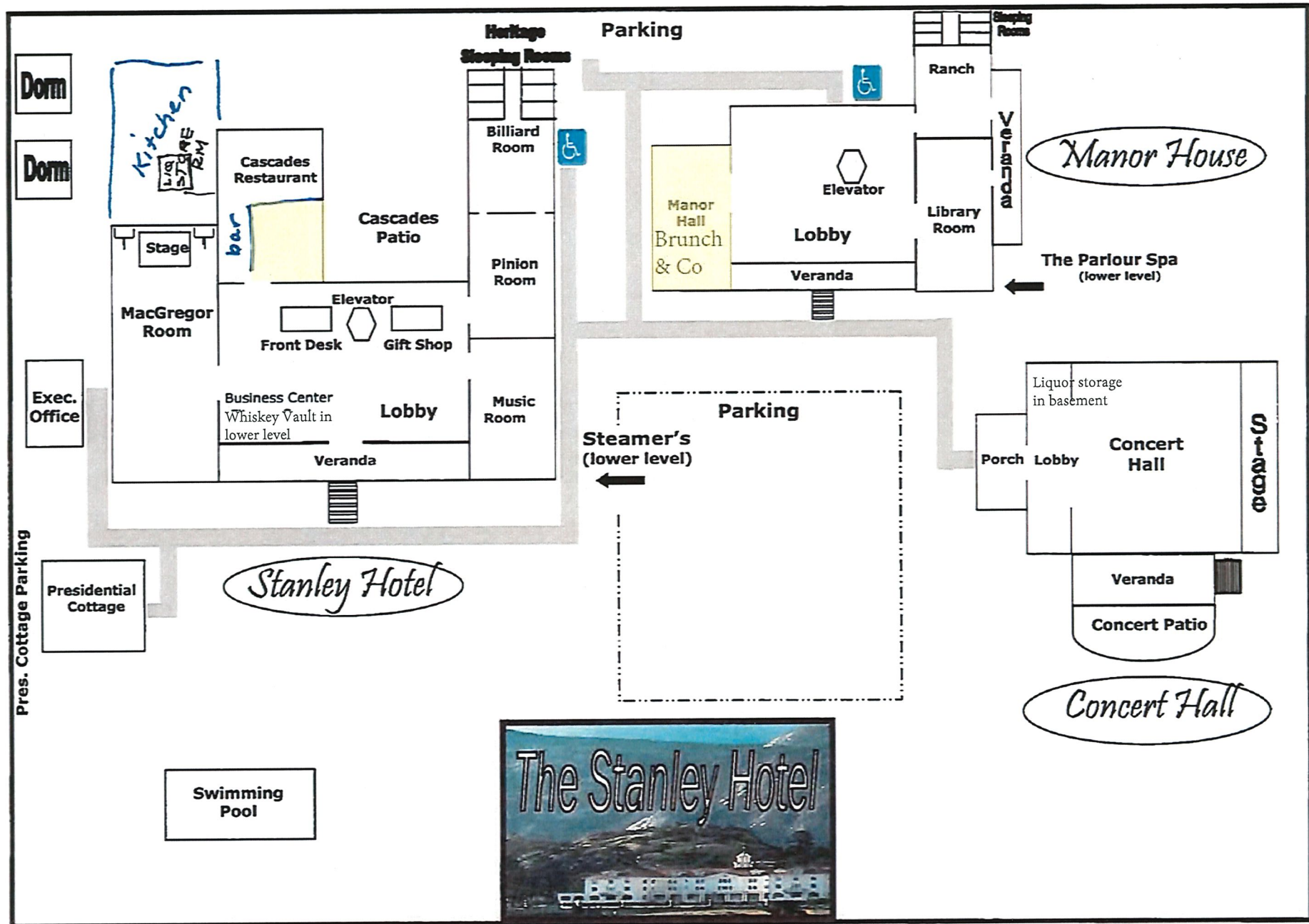
Concert Hall Basement
333 E. Wonderview Ave., Estes
Park, CO 80517





Stanley Partnership for Art Culture and Education, LLC
 333 Wonderview Avenue, Estes Park, CO 80517

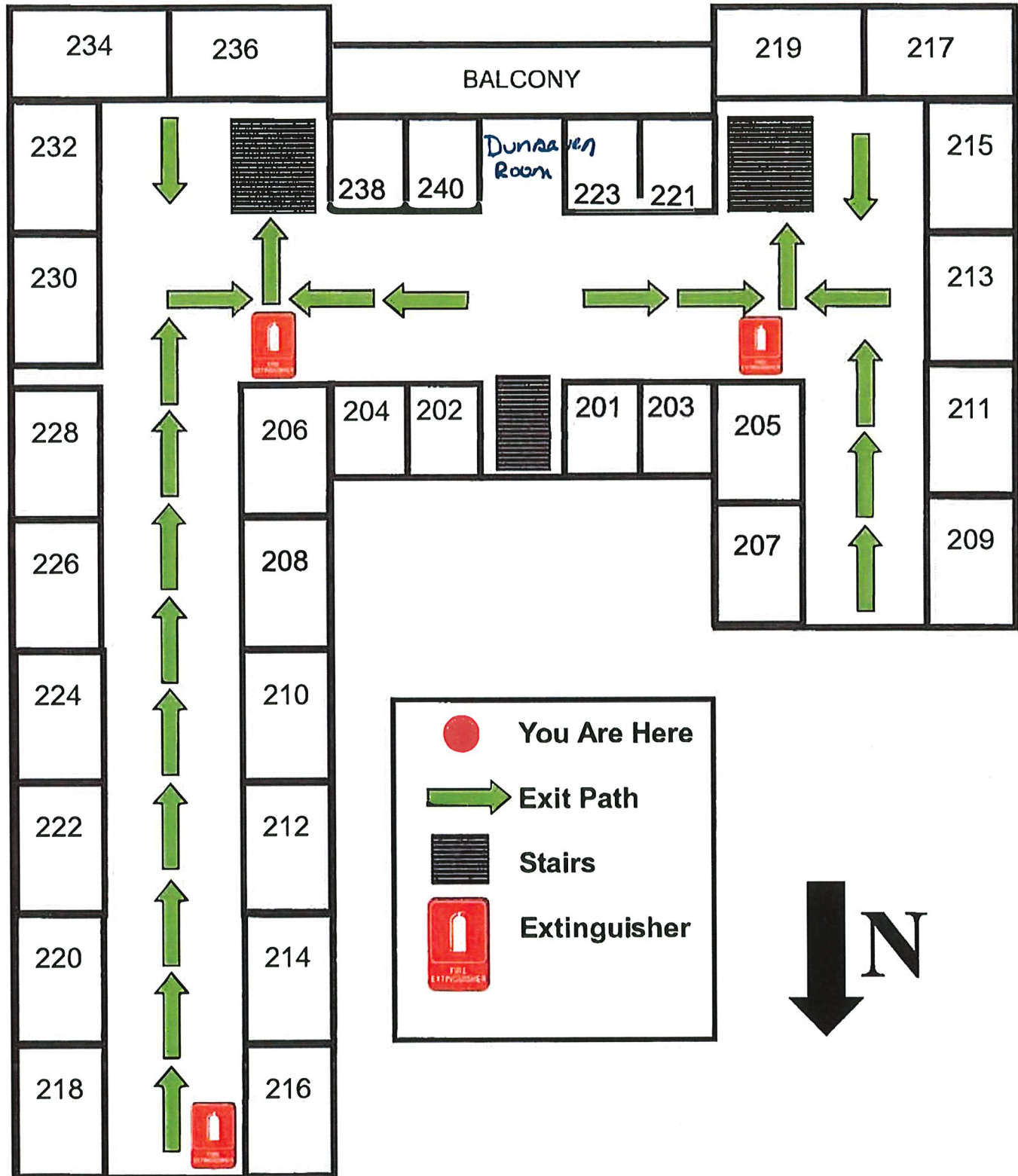
■ = Alcohol Storage/Service



Stanley Partnership for Art Culture and Education, LLC
333 Wonderview Avenue, Estes Park, CO 80517

Evacuation Plan

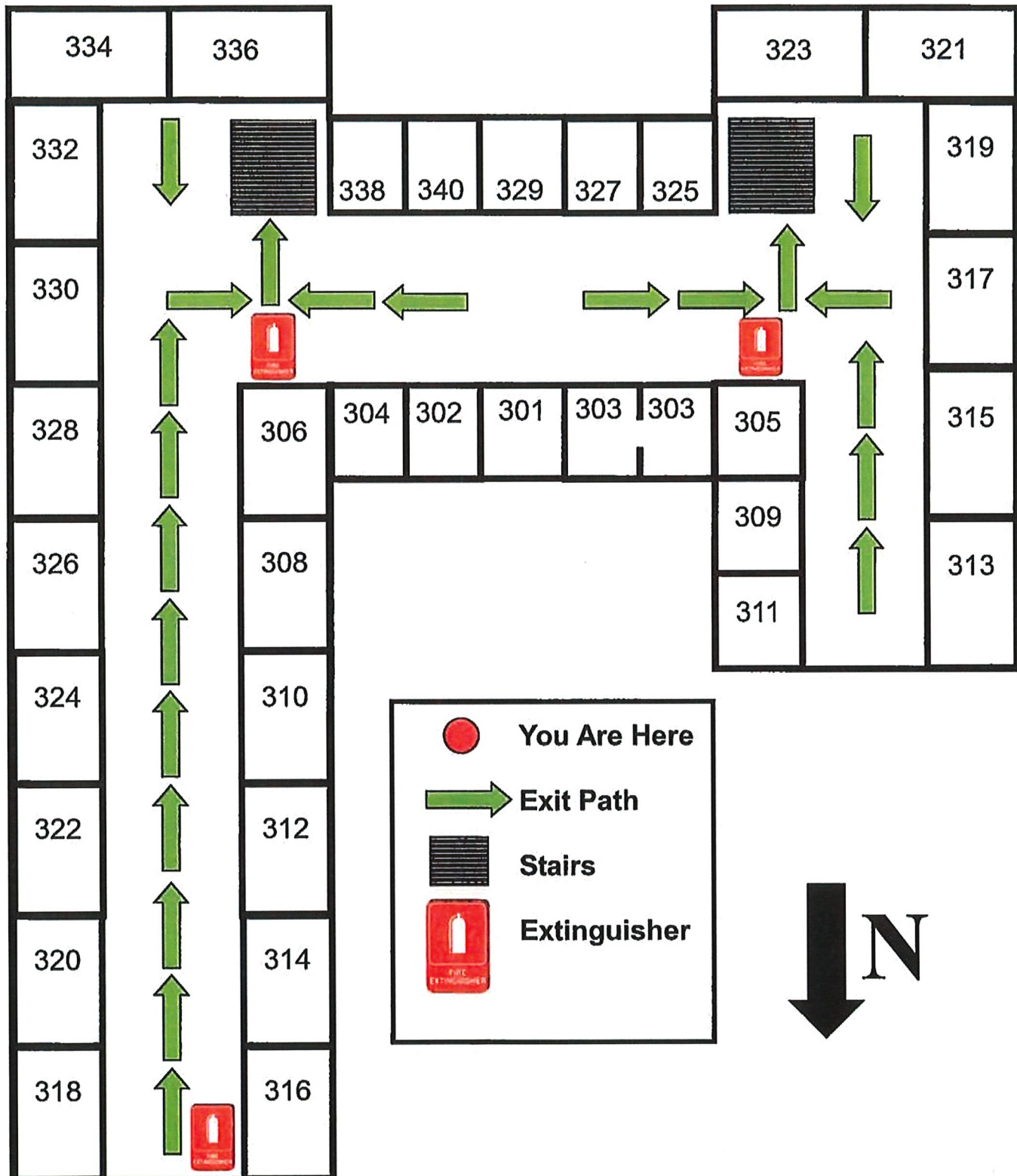
Second Floor



**IN CASE OF EMERGENCY DO NOT USE THE ELEVATOR
PLEASE USE THE EXIT NEAREST YOU**

Evacuation Plan

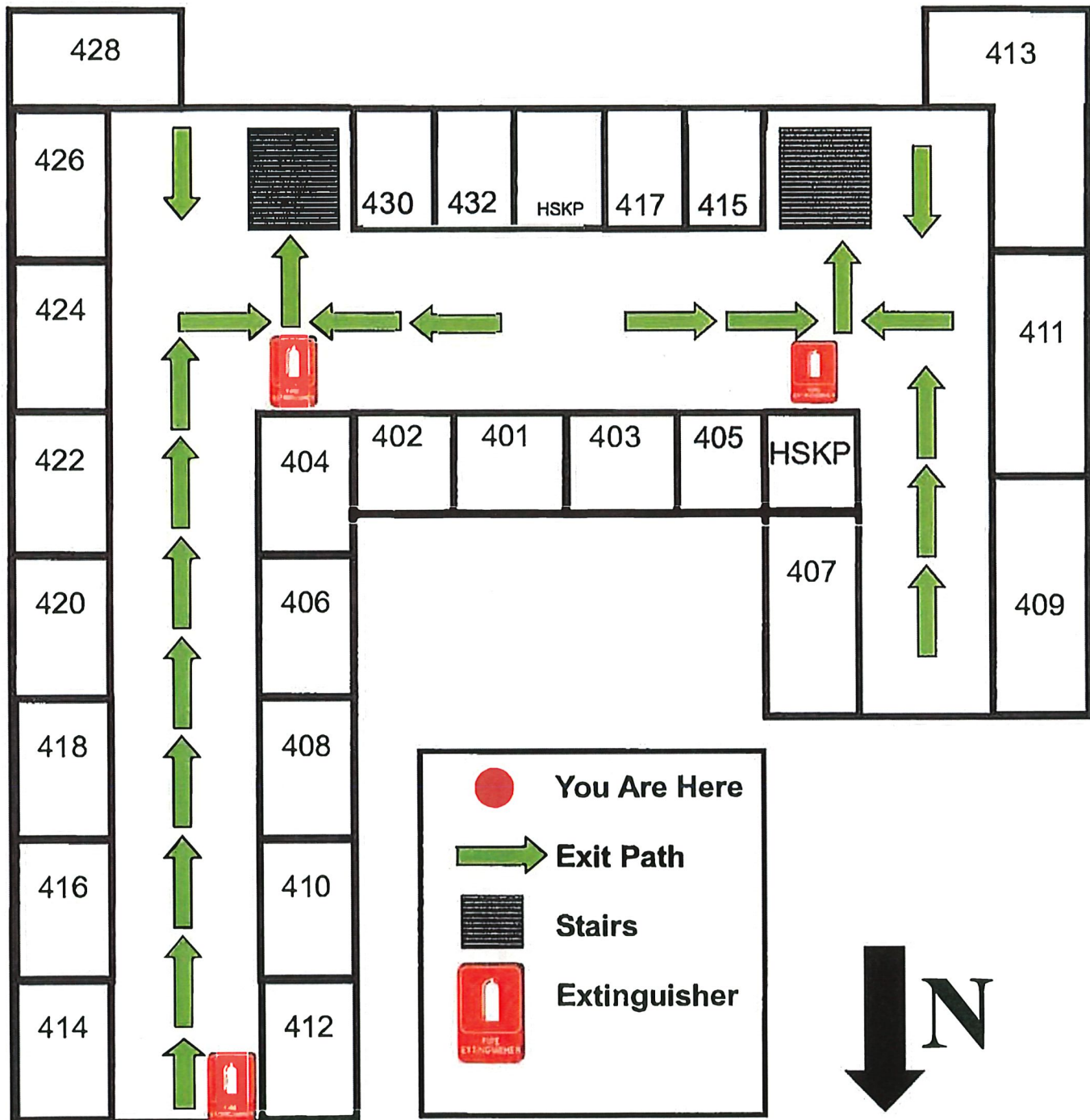
Third Floor



**IN CASE OF EMERGENCY DO NOT USE THE ELEVATOR
PLEASE USE THE EXIT NEAREST YOU**

Evacuation Plan

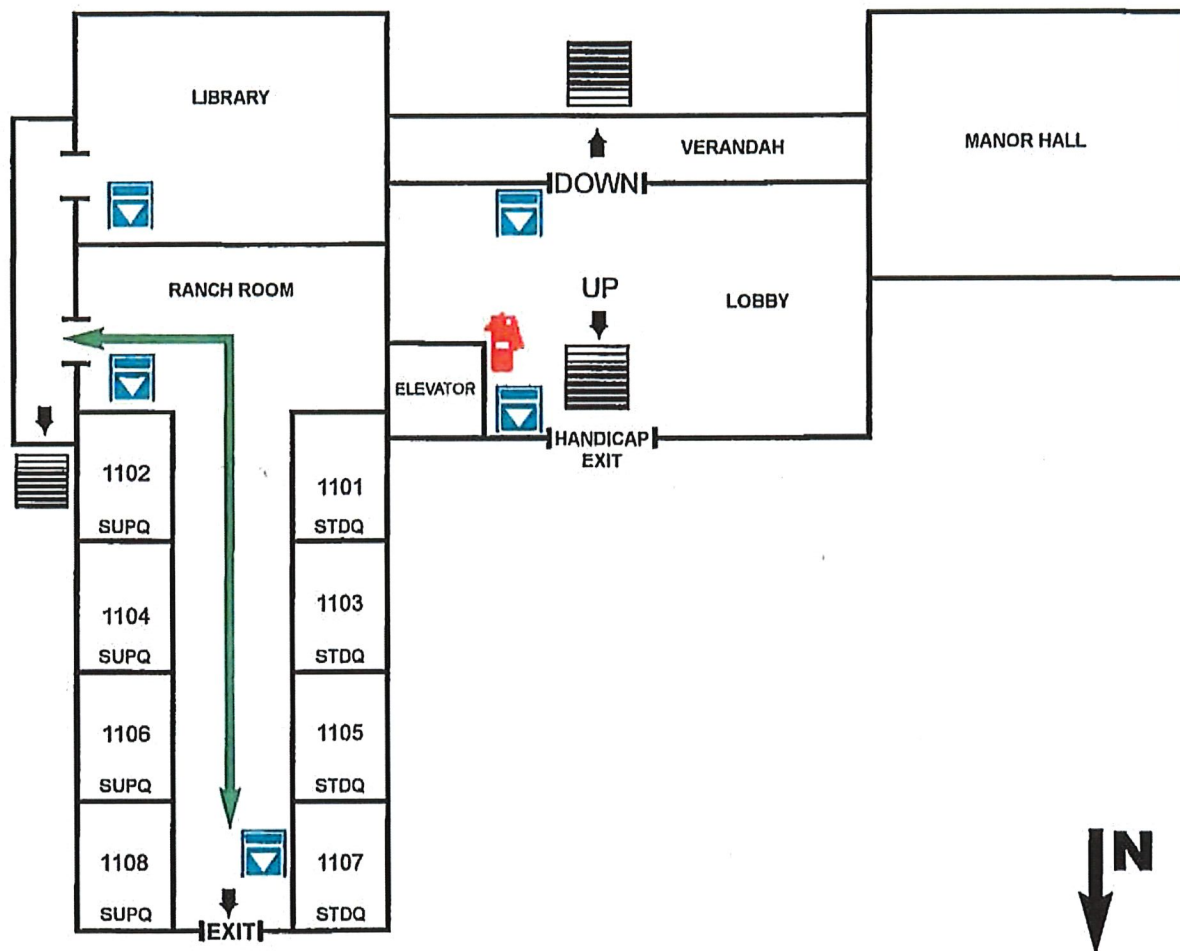
Fourth Floor



**IN CASE OF EMERGENCY DO NOT USE THE ELEVATOR
PLEASE USE THE EXIT NEAREST YOU**

Evacuation Plan

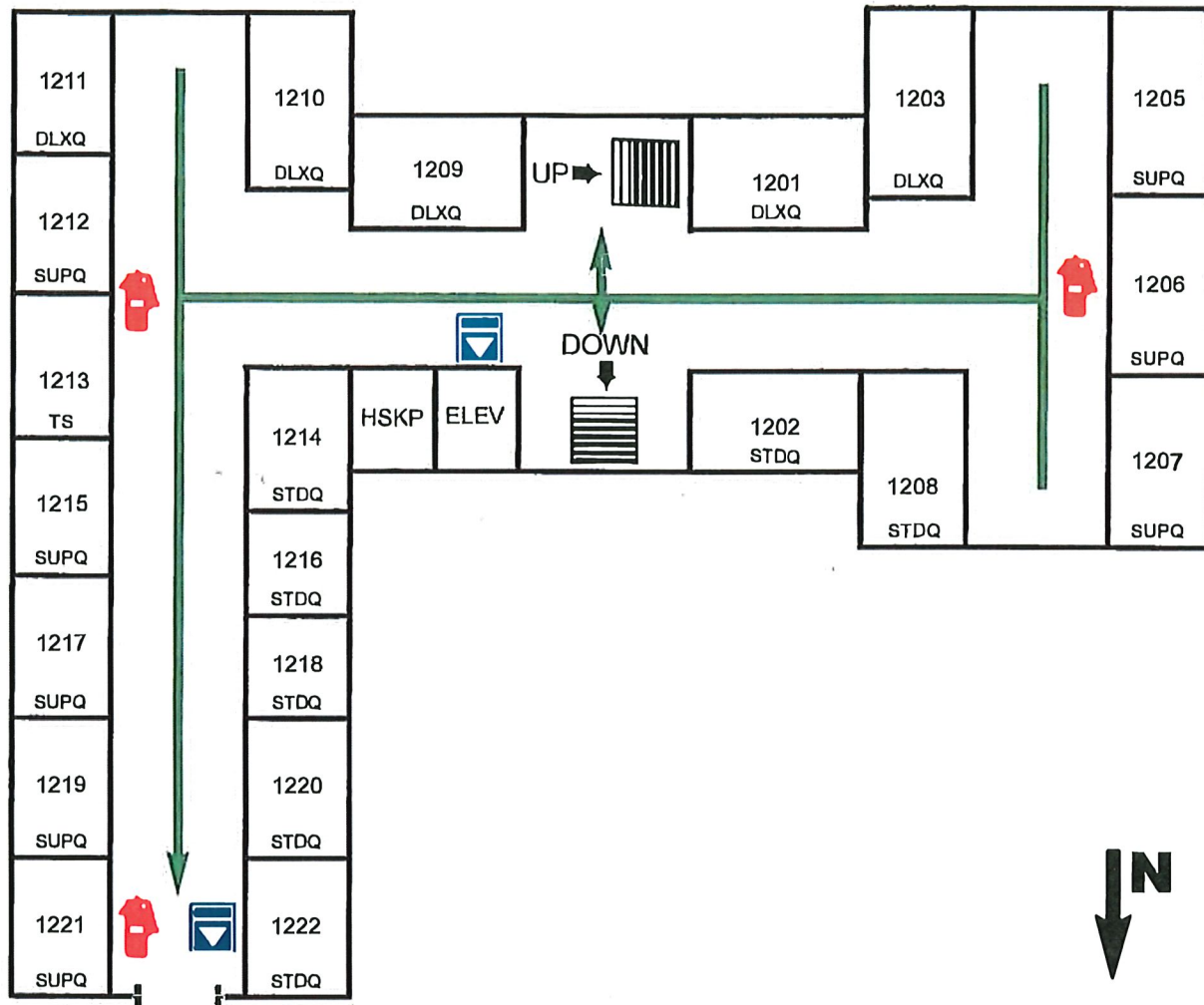
MANOR FIRST FLOOR



**IN CASE OF EMERGENCY
DO NOT USE THE ELEVATOR
PLEASE USE THE EXIT NEAREST YOU**

Evacuation Plan

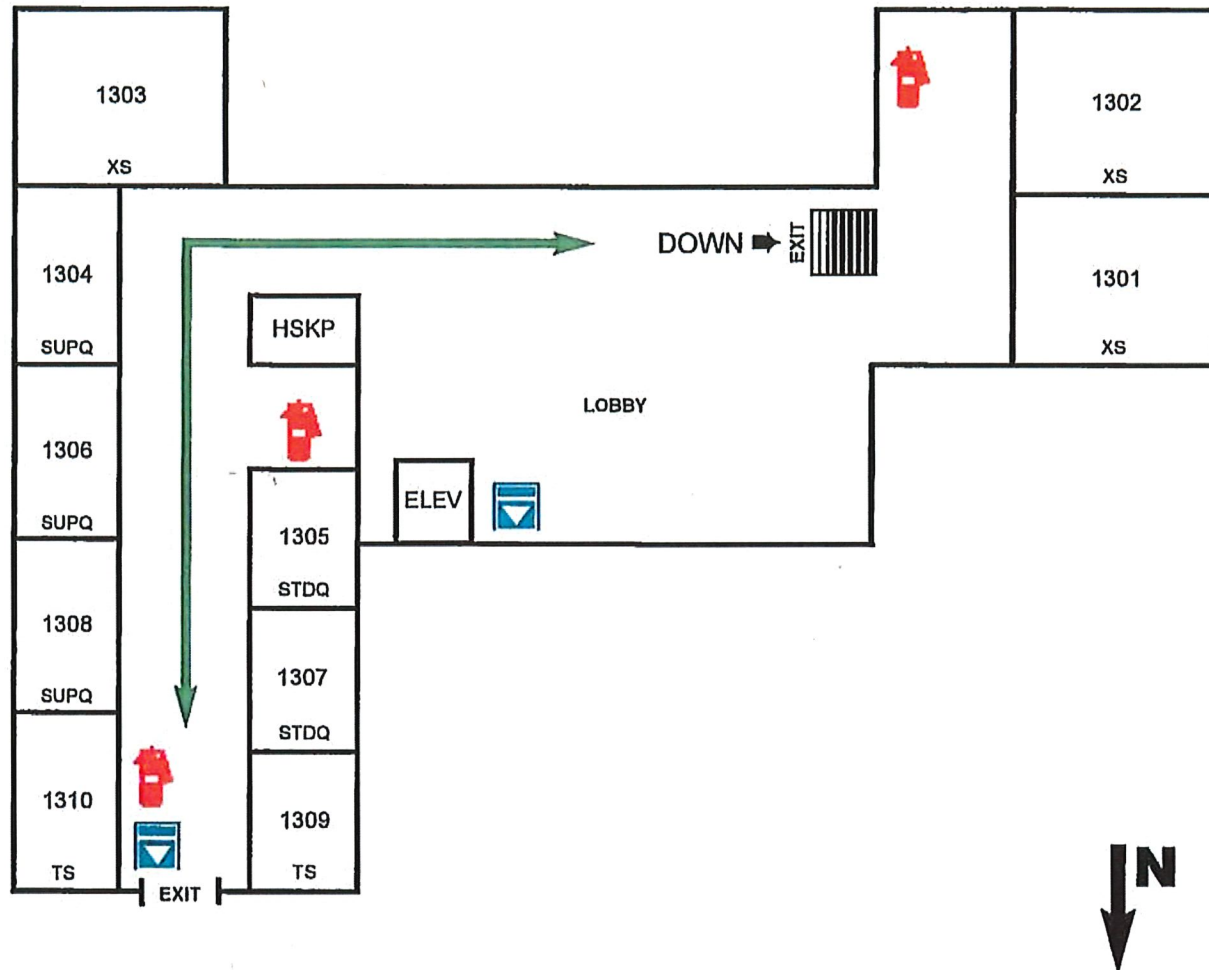
MANOR SECOND FLOOR



IN CASE OF EMERGENCY
DO NOT USE THE ELEVATOR
PLEASE USE THE EXIT NEAREST YOU

Evacuation Plan

MANOR THIRD FLOOR



**IN CASE OF EMERGENCY
DO NOT USE THE ELEVATOR
PLEASE USE THE EXIT NEAREST YOU**

Individual History Record

To be completed by the following persons, as applicable: sole proprietors; general partners regardless of percentage ownership, and limited partners owning 10% or more of the partnership; all principal officers of a corporation, all directors of a corporation, and any stockholder of a corporation owning 10% or more of the outstanding stock; managing members or officers of a limited liability company, and members owning 10% or more of the company; and any intended registered manager of Hotel and Restaurant, Tavern and Lodging and Entertainment class of retail license

Notice: This individual history record requires information that is necessary for the licensing investigation or inquiry. All questions must be answered in their entirety or the license application may be delayed or denied. If a question is not applicable, please indicate so by "N/A". **Any deliberate misrepresentation or material omission may jeopardize the license application.** (Please attach a separate sheet if necessary to enable you to answer questions completely)

Name of Business

The Stanley Hotel

Home Phone Number

Cellular Number

Your Full Name (last, first, middle)

Cullen IV, John

List any other names you have used

None

Mailing address (if different from residence)

333 E. Wonderview Avenue, Estes Park, CO 80517

Email Address

jcullen@grandheritage.com

1. List current residence address. Include any previous addresses within the last five years. (Attach separate sheet if necessary)

Current Street and Number

210 Twin Owl Lane

Current City, State, ZIP

Estes Park, CO 80517

From:

September 2019

To:

Present

Previous Street and Number

Previous City, State, ZIP

From:

To:

Individual History Record (Continued)

2. List all employment within the last five years. Include any self-employment. (Attach separate sheet if necessary)

Name of Employer or Business

Stanley Hotel

Address (Street, Number, City, State, ZIP)

333 E. Wonderview Avenue, Estes Park, CO 80517

Position Held

President

From:

1989

To:

Present

Name of Employer or Business

Address (Street, Number, City, State, ZIP)

Position Held

From:

To:

Name of Employer or Business

Address (Street, Number, City, State, ZIP)

Position Held

From:

To:

3. List the name(s) of relatives working in or holding a financial interest in the Colorado alcohol beverage industry.

Name of Relative

None

Relationship to You:

Position Held

Name of Licensee

Name of Relative

Relationship to You:

Position Held

Name of Licensee

Individual History Record (Continued)

Name of Relative

Relationship to You:

Position Held

Name of Licensee

Name of Relative

Relationship to You:

Position Held

Name of Licensee

4. Have you ever applied for, held, or had an interest in a Colorado Liquor or Beer License, or loaned money, furniture, fixtures, equipment or inventory to any licensee?

☒ Yes

☐ No

(If yes, answer in detail.)

1) The Stanley Hotel - Estes Park - 12-72337-0000 - Since 2006.
2) Fall River Resort - Skyview at Fall River Village - Estes Park - 03-16923 - Since 2022.

5. Have you ever received a violation notice, suspension, or revocation for a liquor law violation, or have you applied for or been denied a liquor or beer license anywhere in the United States?

☐ Yes

☒ No

(If yes, answer in detail.)

6. Have you ever been convicted of a crime or received a suspended sentence, deferred sentence, or forfeited bail for any offense in criminal or military court or do you have any charges pending?

☐ Yes

☒ No

(If yes, answer in detail.)

7. Are you currently under probation (supervised or unsupervised), parole, or completing the requirements of a deferred sentence?

☐ Yes

☒ No

(If yes, answer in detail.)

Individual History Record (Continued)

8. Have you ever had any professional license suspended, revoked, or denied?... ☐ Yes ☒ No

(If yes, answer in detail.)

--

Personal and Financial Information

Unless otherwise provided by law, the personal information required in this section will be treated as confidential. The personal information required in this section is solely for identification purposes.

Date of Birth	Social Security Number	Place of Birth		
		Maryland		
U.S. Citizen <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If Naturalized, state where	When		
Name of District Court	Naturalization Certificate Number	Date of Certification		
If an Alien, Give Alien's Registration Card Number	Permanent Residence Card Number			
Height	Weight	Hair Color	Eye Color	Gender
6'3"	200	Brown	Brown	Male

Do you have a current Driver's License/ID? If so, give number and state. ☒ Yes ☐ No

Driver's License Number	Driver's License State
	MD

Financial Information

9. Total purchase price or investment being made by the applying entity, corporation, partnership, limited liability company, other..... **\$11,154.00**
10. List the total amount of the **personal** investment, made by the person listed on page 1 in this business including any notes, loans, cash, services or equipment, operating capital, stock purchases or fees paid..... **0**

NOTE: If corporate investment only, please skip to and complete question 12

NOTE: Question 10 should reflect the total of questions 11 and 13

Personal and Financial Information (Continued)

11. Provide details of the personal investment described in question 10. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

Type: Cash, Services or Equipment

N/A

Account Type

Bank Name

Amount

Type: Cash, Services or Equipment

Account Type

Bank Name

Amount

Type: Cash, Services or Equipment

Account Type

Bank Name

Amount

Type: Cash, Services or Equipment

Account Type

Bank Name

Amount

12. Provide details of the corporate investment described in question 9. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

Type: Cash, Services or Equipment

Bonds - Corporate Funds

Loans

N/A

Account Type

Checking

Bank Name

UMB Bank

Amount

\$11,154.00

Type: Cash, Services or Equipment

Loans

Account Type

Bank Name

Amount

Type: Cash, Services or Equipment

Loans

Account Type

Bank Name

Amount

13. Loan Information (Attach copies of all notes or loans)

Name of Lender

N/A

Address

Term

Security

Amount

Personal and Financial Information (Continued)

Name of Lender

Address

Term

Security

Amount

Name of Lender

Address

Term

Security

Amount

Name of Lender

Address

Term

Security

Amount

Oath of Applicant

I declare under penalty of perjury that this application and all attachments are true, correct, and complete to the best of my knowledge.

Authorized Signature

Print Signature

Title

Date (MM/DD/YY)



Memo

To: Honorable Mayor Hall & Board of Trustees

Through: Town Administrator Machalek

From: Jackie Williamson, Town Clerk

Department: Town Clerk

Date: July 8, 2025

Subject: Initiated Ordinance Petition – To Amend the Estes Park Development Code regarding Rezonings and all Planned Unit Development Applications

Type: Public Hearing

Objective:

Present an Initiated Ordinance filed with the Town Clerk's Office to amend the Estes Park Development Code regarding Re-Zonings and/or all Planned Unit Developments (PUDs) Applications.

Present Situation:

On November 18, 2024 a letter was sent to the petitioners, James and Kristine Poppitz, approving the form of the petition to address development applications, which allowed the petition to be circulated. Upon approval of the form of the petition, the Town Clerk contacted the Larimer County Elections Office and determined the total registered electors within Estes Park. State statute 31-11-104 requires a petition to be signed by at least 5% of the registered electors; the total number of signatures required was established at 246.

On May 16, 2025, the Town Clerk received 43 signed petition sections containing 405 signatures. The Town Clerk reviewed the signatures to verify the registration of the individual against the voter registration list supplied to the Town by the Larimer County Elections Office. A preliminary statement of sufficiency was issued on June 13, 2025

certifying the petition was signed by 5% or 246 registered voters within the Town of Estes Park.

Total number of signatures submitted:	405
Total number of signatures reviewed	405
Total number of signatures rejected:	144
Total number of signatures accepted:	261
Number of signatures required:	246

Pursuant to 31-11-110 CRS, a 40-day protest period is provided from the date the petition was submitted (May 16, 2025), and if no protest of the initiated ordinance petition is received within the 40-days (June 25, 2025), a final determination of petition sufficiency is established.

Proposal:

Per 31-11-104 (1) CRS, the Board of Trustees within 20 days from the final statement of sufficiency (June 25, 2025) must either: (1) adopt, without alteration, the citizen initiated ordinance as proposed, Ordinance 11-25, or (2) refer the Initiated Ordinance to the registered electors of the municipality to an election no less than 60 days (August 24, 2025) and not more than 150 days (November 22, 2025) days.

If the Board refers the ordinance to an election, staff has determined the only viable option would be to join the coordinate general election on November 4, 2025. This is due to a number of factors including the need for 90 days (on or after October 7, 2025) to conduct a special mail ballot election and the statutory requirement limiting special elections from occurring within 32 days before or after a general election in November (on or before September 30, 2025).

Advantages:

None.

Disadvantages:

None.

Action Recommended:

Staff does not have a recommendation as this is a legislative action requiring Town Board direction.

Finance/Resource Impact:

The Town would incur the cost to codify the ordinance if passed by the Town Board which is minimal and funds for codification are budgeted annually.

Staff has discussed joining the general election in November with the Larimer County Election offices and have received an estimate of approximately \$6,000 to \$20,000 pending if the State and/or the County have questions on the ballot.

Level of Public Interest:

Medium. There has been an increase interest in development related issues as well as engagement from Preserve Estes Park.

Sample Motions:

Motion #1

I move to adopt Ordinance 11-25.

Motion #2 if applicable (If the Ordinance is not adopted the following motion needs to be made.)

I move to approve Resolution 70-25 referring Initiated Ordinance 11-25 to the coordinated general election on November 4, 2025.

Attachments:

1. Ordinance 11-25
2. Certification of Petition Sufficiency
3. Resolution 70-25

ORDINANCE NO. 11-25

**CITIZEN INITIATED ORDINANCE TO AMEND THE ESTES PARK
DEVELOPMENT CODE REGARDING REZONINGS AND
PLANNED UNIT DEVELOPMENT APPLICATIONS**

WHEREAS, on May 16, 2025, an Initiated Ordinance Petition was filed with the Town Clerk; and

WHEREAS, on July 8, 2025, the Town Clerk presented a Statement of Sufficiency to the Town Board stating that the Initiated Ordinance Petition has the requisite number of signatures; and

WHEREAS, the Board of Trustees have reviewed the Initiated Ordinance Petition.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF ESTES PARK, COLORADO AS FOLLOWS:

Section 1: All applications, motions, or requests made for all re-zonings and/or all Planned Unit Developments (PUDs) in Estes Park, Colorado will not be approved without written approval by the record owner(s) of the subject property/properties and two-thirds (2/3) of the record owner(s) of all properties five hundred feet (500') or less from the outermost boundaries of the subject property/properties.

Section 2: This Ordinance shall take effect and be enforced thirty (30) days after its adoption and publication.

PASSED AND ADOPTED by the Board of Trustees of the Town of Estes Park, Colorado this ____ day of _____, 2025.

TOWN OF ESTES PARK, COLORADO

By: _____
Mayor

ATTEST:

Town Clerk

I hereby certify that the above Ordinance was introduced at a regular meeting of the Board of Trustees on the ____ day of _____, 2025 and published by title in a newspaper of general circulation in the Town of Estes Park, Colorado, on the ____ day of _____, 2025, all as required by the Statutes of the State of Colorado.

Town Clerk

APPROVED AS TO FORM:



Town Attorney




TOWN OF ESTES PARK

I, Jackie Williamson, Town Clerk, do hereby certify that:

1. On May 16, 2025, petition representative Kristine Poppitz submitted forty-three (43) petition sections to initiate an ordinance to amend the Estes Park Development Code as outlined in the full text of the petition as it relates to all applications for rezonings and planned unit developments; and
2. Said petition requests the initiated ordinance be placed before the Town Board of Trustees for adoption or set for election; and
3. An initiative petition seeking consideration at a regular or special election must be signed by registered electors of the Town equal in number to at least five (5) percent of the total registered voters on the day the form of the petition was certified; and
4. The number of signatures of registered voters who live within the Town of Estes Park town limits required for said petition to be sufficient is 246; and
5. Upon examination of the petition, I have determined that the petition contains 261 valid signatures, and the petition is therefore sufficient.
6. This determination of sufficiency is subject to protest as outlined in 31-11-110 *Protest*. A protest can be filed within forty (40) days after the filing date of the petition, May 16, 2025. The deadline to file will be 5:00 p.m. on June 25, 2025; and if protested, this determination of sufficiency will be superceded by a new determination of sufficiency or insufficiency following the hearing on the protest(s) and certification of the results of the hearing.
7. A breakdown of the particulars of each petition section is attached.

Signed this 13th day of JUNE, 2025.



Jackie Williamson, Town Clerk

RESOLUTION 70-25

**TO REFER CITIZEN INITIATED ORDINANCE 11-25 TO THE LARIMER COUNTY
COORDIANATED ELECTION ON NOVEMBER 4, 2025**

WHEREAS, on May 16, 2025, an Initiated Ordinance Petition was filed with the Town Clerk; and

WHEREAS, on July 8, 2025, the Town Clerk issued a Statement of Sufficiency and presented the petitions to the Town Board on July 8, 2025 stating that the Initiated Ordinance Petition has the requisite number of signatures; and

WHEREAS, the Board of Trustees have reviewed the Initiated Ordinance Petition; and

WHEREAS, following said review the Board of Trustees did not adopt the Initiated Ordinance Petition as presented.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF
THE TOWN OF ESTES PARK, COLORADO:**

1. Initiated Ordinance 11-25 is hereby referred to the registered electors of the Town of Estes Park, Colorado for the General Election with Larimer County on November 4, 2025.
2. The Town Clerk is hereby ordered to publish forthwith the Initiated Ordinance.
3. The ballot question shall read as follows:

Shall an ordinance be adopted which states that all applications, motions or requests for rezonings and/or all planned unit developments (PUDs) will not be approved without written approval by the record owner(s) of the subject property/properties and two-thirds (2/3) of the record owner(s) of all properties five hundred feet (500 feet) or less from the outermost boundaries of the subject property/properties?

YES _____
NO _____

DATED this _____ day of _____, 2025.

TOWN OF ESTES PARK

Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:



Town Attorney



Memo

To: Honorable Mayor Hall & Board of Trustees

Through: Town Administrator Machalek

From: Jackie Williamson, Town Clerk

Department: Town Clerk

Date: July 8, 2025

Subject: Initiated Ordinance Petition – To Repeal Section 11.4 and Associated Building Height Limits in Section 4.3 of the Estes Park Development Code

Type: Public Hearing

Objective:

Present an Initiated Ordinance filed with the Town Clerk's Office to repeal the Estes Park Development Code section 11.4 and associated building height limits in section 4.3 as outlined in the petition.

Present Situation:

On November 18, 2024 a letter was sent to the petitioners, James and Kristine Poppitz, approving the form of the petition to address development applications, which allowed the petition to be circulated. Upon approval of the form of the petition, the Town Clerk contacted the Larimer County Elections Office and determined the total registered electors within Estes Park. State statute 31-11-104 requires a petition to be signed by at least 5% of the registered electors; the total number of signatures required was established at 246.

On May 16, 2025, the Town Clerk received 43 signed petition sections containing 393 signatures. The Town Clerk reviewed the signatures to verify the registration of the individual against the voter registration list supplied to the Town by the Larimer County Elections Office. A preliminary statement of sufficiency was issued on June 13, 2025

certifying the petition was signed by 5% or 246 registered voters within the Town of Estes Park.

Total number of signatures submitted:	393
Total number of signatures reviewed	393
Total number of signatures rejected:	112
Total number of signatures accepted:	281
Number of signatures required:	246

Pursuant to 31-11-110 CRS, a 40-day protest period is provided from the date the petition was submitted (May 16, 2025), and if no protest of the initiated ordinance petition is received within the 40-days (June 25, 2025), a final determination of petition sufficiency is established.

Proposal:

Per 31-11-104 (1) CRS, the Board of Trustees within 20 days from the final statement of sufficiency (June 25, 2025) must either: (1) adopt, without alteration, the citizen initiated ordinance as proposed, Ordinance 12-25, or (2) refer the Initiated Ordinance to the registered electors of the municipality to an election no less than 60 days (August 24, 2025) and not more than 150 days (November 22, 2025) days.

If the Board refers the ordinance to an election, staff has determined the only viable option would be to join the coordinate general election on November 4, 2025. This is due to a number of factors including the need for 90 days (on or after October 7, 2025) to conduct a special mail ballot election and the statutory requirement limiting special elections from occurring within 32 days before or after a general election in November (on or before September 30, 2025).

Advantages:

None.

Disadvantages:

None.

Action Recommended:

Staff does not have a recommendation as this is a legislative action requiring Town Board direction.

Finance/Resource Impact:

The Town would incur the cost to codify the ordinance if passed by the Town Board which is minimal and funds for codification are budgeted annually.

Staff has discussed joining the general election in November with the Larimer County Election offices and have received an estimate of approximately \$6,000 to \$20,000 pending if the State and/or the County have questions on the ballot.

Level of Public Interest:

Medium. There has been an increase interest in development related issues as well as engagement from Preserve Estes Park.

Sample Motions:

Motion #1

I move to adopt Ordinance 12-25.

Motion #2 if applicable (If the Ordinance is not adopted the following motion needs to be made.)

I move to approve Resolution 71-25 referring Initiated Ordinance 12-25 to the coordinated general election on November 4, 2025.

Attachments:

1. Ordinance 12-25
2. Certification of Petition Sufficiency
3. Resolution 71-25

ORDINANCE NO. 12-25

**CITIZEN INITIATED ORDINANCE TO REPEAL SECTION 11.4
AND ASSOCIATED BUILDING HEIGHT LIMITS IN SECTION
4.3 OF THE ESTES PARK DEVELOPMENT CODE**

WHEREAS, on May 16, 2025, an Initiated Ordinance Petition was filed with the Town Clerk; and

WHEREAS, on July 8, 2025, the Town Clerk presented a Statement of Sufficiency to the Town Board stating that the Initiated Ordinance Petition has the requisite number of signatures; and

WHEREAS, the Board of Trustees have reviewed the Initiated Ordinance Petition.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF ESTES PARK, COLORADO AS FOLLOWS:

Section 1: Estes Park Development Code Section 11.4 - ATTAINABLE/WORKFORCE HOUSING DENSITY BONUS and associated building height limits in § 4.3 – Residential Zoning Districts are hereby repealed.

Section 2: This Ordinance shall take effect and be enforced thirty (30) days after its adoption and publication.

PASSED AND ADOPTED by the Board of Trustees of the Town of Estes Park, Colorado this ____ day of _____, 2025.

TOWN OF ESTES PARK, COLORADO

By: _____
Mayor

ATTEST:

Town Clerk

I hereby certify that the above Ordinance was introduced at a regular meeting of the Board of Trustees on the ____ day of _____, 2025 and published by title in a newspaper of general circulation in the Town of Estes Park, Colorado, on the ____ day of _____, 2025, all as required by the Statutes of the State of Colorado.

Town Clerk

APPROVED AS TO FORM:



Town Attorney




TOWN OF ESTES PARK

I, Jackie Williamson, Town Clerk, do hereby certify that:

1. On May 16, 2025, petition representative Kristine Poppitz submitted forty-three (43) petition sections to initiate an ordinance to amend sections 11.4 and 4.3; of the Estes Park Development Code; and
2. Said petition requests the initiated ordinance be placed before the Town Board of Trustees for adoption or set for election; and
3. An initiative petition seeking consideration at a regular or special election must be signed by registered electors of the Town equal in number to at least five (5) percent of the total registered voters on the day the form of the petition was certified; and
4. The number of signatures of registered voters who live within the Town of Estes Park town limits required for said petition to be sufficient is 246; and
5. Upon examination of the petition, I have determined that the petition contains 281 valid signatures, and the petition is therefore sufficient.
6. This determination of sufficiency is subject to protest as outlined in 31-11-110 *Protest*. A protest can be filed within forty (40) days after the filing date of the petition, May 16, 2025. The deadline to file will be 5:00 p.m. on June 25, 2025; and if protested, this determination of sufficiency will be superceded by a new determination of sufficiency or insufficiency following the hearing on the protest(s) and certification of the results of the hearing.
7. A breakdown of the particulars of each petition section is attached.

Signed this 13th day of JUNE, 2025.


Jackie Williamson, Town Clerk

RESOLUTION 71-25

TO REFER CITIZEN INITIATED ORDINANCE 12-25 TO THE LARIMER COUNTY
GENERAL ELECTION ON NOVEMBER 4, 2025

WHEREAS, on May 16, 2025, an Initiated Ordinance Petition was filed with the Town Clerk; and

WHEREAS, on July 8, 2025, the Town Clerk issued a Statement of Sufficiency and presented the petitions to the Town Board on July 8, 2025 stating that the Initiated Ordinance Petition has the requisite number of signatures; and

WHEREAS, the Board of Trustees have reviewed the Initiated Ordinance Petition; and

WHEREAS, following said review the Board of Trustees did not adopt the Initiated Ordinance Petition as presented.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF ESTES PARK, COLORADO:

- 1. Initiated Ordinance 12-25 is hereby referred to the registered electors of the Town of Estes Park, Colorado for the General Election with Larimer County on November 4, 2025.
- 2. The Town Clerk is hereby ordered to publish forthwith the Initiated Ordinance.
- 3. The ballot question shall read as follows:

Shall an ordinance be adopted which states that section 11.4 of the Estes Park Development Code (which provides density bonuses in the RM Multi-Family Residential zoning district for attainable and workforce housing for persons living and/or working in the Estes Valley), and associated building height limits in section 4.3 - Residential Zoning Districts, are hereby repealed?

YES ____
NO ____

DATED this ____ day of _____, 2025.

TOWN OF ESTES PARK

Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:



Town Attorney



Memo

To: Honorable Mayor Hall & Board of Trustees

Through: Town Administrator Machalek

From: Reuben Bergsten, Utilities Director & Greg White, Special Counsel

Department: Utilities, Water Division

Date: July 8, 2025

Subject: Ordinance 13-25 Replacing Ordinance 07-22 Considering the Inclusion of Certain Properties Located within the Town of Estes Park into Northern Colorado Water Conservancy's Municipal Subdistrict

Type: Public Hearing

Objective:

Compliance with Northern Colorado Water Conservancy's Municipal Subdistrict's (Subdistrict) rules and regulations.

Present Situation:

The Town's municipal water system uses Windy Gap water which the Subdistrict oversees. The Subdistrict's rules and regulations require all properties receiving Windy Gap water be included in the Subdistrict. Certain properties using the Town's municipal water system were inadvertently not included in the Subdistrict. Pursuant to Colorado State Statute, the Town Board may include these properties into the Subdistrict by passing an ordinance consenting to the inclusion of the specific properties.

Proposal:

The adoption of this ordinance will bring the water customers within the Town's boundary into compliance with Subdistrict's rules and regulations and allow the required public records to be filed with the County Recorder.

This ordinance is the first step in the process to include all water customers' properties into the Subdistrict. Staff is working on the second step which will bring the remaining water customers' properties, outside the Town's boundary, into the Subdistrict.

All costs to include these properties into the Subdistrict are in the approved Water Division budget.

Advantages:

Passage of this ordinance will allow the Town to continue providing Windy Gap water to its water customers in compliance with the Subdistrict's requirements. Eventually, all properties receiving Town water will be included in the Subdistrict, as required by the Subdistrict's rules and regulations.

Disadvantages:

None.

Action Recommended:

Adoption of the ordinance.

Finance/Resource Impact:

Fees required to include these properties in the Subdistrict are in the approved budgeted, Project code NCWCD, Account# 503-7000-580.35-54, \$79,048.

Level of Public Interest:

Low.

Sample Motions:

I move for the **adoption** of Ordinance 13-25.

Attachments:

1. Ordinance 13-25
2. Exhibit A to Ordinance 13-25

ORDINANCE NO. 13-25

AN ORDINANCE CONSENTING TO THE INCLUSION OF CERTAIN
PROPERTIES LOCATED WITHIN THE TOWN OF ESTES PARK INTO THE
MUNICIPAL SUBDISTRICT, NORTHERN COLORADO
WATER CONSERVANCY DISTRICT

WHEREAS, the Town of Estes Park is the holder of three (3) units of Windy Gap water under the Rules and Regulations of the Municipal Subdistrict, Northern Colorado Conservancy District (the "Subdistrict"); and

WHEREAS, certain properties located within the Town of Estes Park have inadvertently not been included within the boundaries of the Subdistrict; and

WHEREAS, it is necessary for the Town of Estes Park to consent to the inclusion of said properties within the Subdistrict, pursuant to the provisions of section 37-45- 136(3.6) C.R.S; and

WHEREAS, the Town Board wishes to use the provisions of section 37-45- 136(3.6) C.R.S., to consent to the inclusion of those properties within the Subdistrict, which properties were not included at the time of annexation of the property to the Town of Estes Park.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF ESTES PARK, COLORADO AS FOLLOWS:

Section 1: Pursuant to the provisions of section 37-45-136(3.6) C.R.S, the Board of Trustees of the Town of Estes Park hereby consents to the inclusion of the properties set forth on Exhibit "A" attached hereto and incorporated herein by reference within the boundaries of the Subdistrict.

Section 2: The Board of Trustees hereby authorizes the Utilities Director or designee to file the necessary documents for inclusion of the lands as set forth on Exhibit "A" and pay all fees necessary to accomplish the inclusion of the lands within the Subdistrict.

Section 3: This Ordinance shall take effect and be enforced thirty (30) days after its adoption and publication by title.

PASSED AND ADOPTED by the Board of Trustees of the Town of Estes Park, Colorado this ____ day of _____, 2025.

TOWN OF ESTES PARK, COLORADO

By: _____
Mayor

ATTEST:

Town Clerk

I hereby certify that the above Ordinance was introduced at a regular meeting of the Board of Trustees on the _____ day of _____, 2025 and published by title in a newspaper of general circulation in the Town of Estes Park, Colorado, on the _____ day of _____, 2025, all as required by the Statutes of the State of Colorado.

Town Clerk

APPROVED AS TO FORM:

Special Counsel

ATTACHMENT 2

Exhibit A to Ordinance No. 13-25

PARCEL NUMBER	LEGAL DESCRIPTION - METES AND BOUNDS	ANNEXATION ORDINANCE
3516400031	TR IN NW 1/4 OF SE 1/4 16-5-73, EP, DESC AS E 100 FT OF W 700 FT OF NW 1/4 OF SE 1/4 LY N OF C/L FALL RIV & S OF S LN HWY	Ordinance 13-05
3516400091	TR IN NW 1/4 OF SE 1/4 16-5-73, EP, DESC AS BEG AT CEN 1/4 COR, S 0 37' W ALG 1/4 SEC LN 186.5 FT TO SERLY ROW HWY 34; TH ALG ROW S 85 7' E 401.15 FT TPOB, TH ALG ROW S 85 7' E 15.85 FT, S 62 56' E 93.9 FT, TH LEAV ROW S 0 37' W 238.36 FT, N 60 40' W 114	Ordinance 13-05
3515300006	PAR IN NE 1/4 OF SE 1/4 16-5-73 & NW 1/4 OF SW 1/4 15-5-73, EP, BEG AT S 1/16 COR COMMON TO SEC 15 & 16 LOC ON NRLY BANK FALL RIV, E 528 FT, N 330 FT, W TO PT ON SRLY ROW HWY 34 WH BEARS N 89 45' E 146.7 FT FROM PT WH BEARS N 1 19' E 330 FT FROM POB, TH	Ordinance 13-05
3526100033	POR NE OF NE SEC 26 & SE OF SE SEC 23-5-73, DESC AS BEG AT PT WH NE COR SEC 26 BEARS E 465 FT; TH S 20 15' E 360.3 FT M/L TO CEN FALL RIV RD; TH S 86 12' W 161 FT; TH S 64 14' W 242.7 FT; TH S 88 40' W 128.9 FT; TH N 1 47' E 719.1 FT; TH E 324.8 FT; TH	Ordinance 16-73
3523400001	COM AT SE COR 23-5-73, N 176 FT, W 150 FT, N 224 FT, W 150 FT, SWRLY TO PT WH IS 315 FT W & 290 FT 4 IN N OF SE COR, S 290 FT 4 IN, E 315 FT TO BEG, ESTES PK; LESS RD DESC IN 1707-231	Ordinance 16-73
3523400004	COM 315 FT W OF SE COR 23-5-73, N 290 FT 4 IN, W 150 FT, S 290 FT 4 IN, E 150 FT TO BEG, ESTES PK	Ordinance 16-73
3523400003	POR OF SE 1/4 OF SE 1/4 23-5-73 DESC AS POR OF FOL DESC PAR LY N OF N LN HWY AS IN 1069-236; COM AT PT 400 FT N & 150 FT W OF SE COR, TH N 290 FT, W 150 FT, S 290 FT, E 150 FT TPOB	Ordinance 16-73
3523300018	TR IN SE 1/4 OF SW 1/4 23-5-73 DESC AS BEG AT PT N 0 10' 30" E 486.20 FT FROM S 1/4 COR, TH N 89 49' W 500 FT TPOB; TH N 0 10' 30" E 500 FT, TH N 89 49' W 130 FT, TH S 0 10' 30" W 500 FT, TH S 89 49' E 130 FT TPOB, ESTES PK (C13N001030E)	Ordinance 16-73
3523400019	COM AT SE COR 23-5-73, N 89 51' W 1000 FT, N 0 1' E 907.6 FT TPOB, N 0 1' E 243.9 FT, N 89 5' 8" W 170 FT, S 19 27' 24" W 158.17 FT, S 66 21' E 243 FT TPOB, ESTES PK	Ordinance 16-73
3523300009	BEG AT NW COR OF SW OF SW 23-5-73, S 89 46' E ALG N LN OF SW OF SW 345 FT TO PT ON N LN HWY 16, S 61 25' W ALG N LN SD HWY 395.5 FT TO W LN, N 36' E ALG W LN 191.7 FT M/L TPOB, ESTES PK	Ordinance 16-73
3523400005	COM 290.4 FT N & 315 FT W OF SE COR 23-5-73, TH W 195 FT, N 311.8 FT, TH SERLY TO PT 501.2 FT N & 300 FT W OF SE COR, S 101.2 FT, TH SRLY TO BEG, ESTES PK; ALSO COM AT SE COR, N 400 FT, W 150 FT TPOB, W 150.19 FT, N 70.49 FT, S 66 25' E 163.88 FT, S 4.92	Ordinance 16-73
3523400025	TR IN SE 1/4 23-5-73 DESC: BEG AT PT WH BEARS N 61 58' W 1326 FT, S 79 31' W 129.2 FT, N 69 48' W 128.2 FT FROM SE COR, N 69 48' W 26 FT, S 81 34' W 72.35 FT, N 27 24' E 290.06 FT TO PT ON SRLY R/W HWY 34 BY PASS, TH ALG SD R/W S 66 20' E 80 FT, S 26 20'	Ordinance 16-73
3523400038	TR IN SE 1/4 23-5-73 DESC: BEG AT PT WH BEARS N 61 58' W 1326 FT FROM SE COR, S 79 31' W 129.2 FT, N 69 48' W 128.2 FT, N 26 20' 20" E 249.69 FT TO PT ON SRLY R/W HWY 34 BYPASS, TH ALG SD R/W S 66 20' E 149.17 FT, S 0 1' W 184.65 FT TPOB CONT 1.0482 AC M	Ordinance 16-73
3523400012	BEG AT PT IN SE OF SE 23-5-73 WH IS 1000 FT W & 579 FT N OF SE COR, W 40 FT, S 62 56' W 50.5 FT, W 85 FT, N TO S LN HWY 34 AS DESC IN 1073-473, S 66 21' E ALG SD LN 185.6 TO PT WH IS N OF POB, TH S TPOB; LESS HWY, LESS 1103-363, ESTES PK; LESS RD AS PER	Ordinance 16-73
3523400021	TR IN SE OF SE 23-5-73 DESC AS BEG AT PT 191.2 FT N, 718.7 FT W OF SE COR, N 472.4 FT TO S R/W HWY 34, N 66 21' W 88.3 FT, N 77 39' 30" W 102 FT, N 66 21' W 104.7 FT, S 464 FT, E 15 FT, S 245 FT, E 150 FT, N 136.3 FT, E 116.3 FT TO BEG; EX RD, ESTES PK;	Ordinance 16-73
3523400024	COM AT PT 1170 FT W OF SE COR 23-5-73; TH N 0 1' E 618.8 FT TO CEN RD, TH ALG CEN SD RD S 79 31' W 129.2 FT, N 69 48' W 45.4 FT TPOB, S 26 21' W 263 FT, N 34 42' W 203.4 FT, N 27 24' E 105.6 FT, N 81 34' E 82.7 FT, S 69 48' E 108.8 FT TPOB, ESTES PK; LES	Ordinance 16-73

3523400922	POR SE 1/4 23-5-73	Ordinance 16-73
3523400037	COM AT PT 556 FT N, 1000 FT W OF SE COR 23-5-73, S 128 FT, W 155 FT, N 128 FT, E 155 FT TPOB; ALSO COM AT PT 556 FT N, 1000 FT W OF SE COR, N 22.93 FT, N 89 49' W 40 FT, S 63 1' W 50.5 FT, N 89 49' E TPOB	Ordinance 16-73
3523400011	POR OF SE 1/4 23-5-73 DESC: COM AT PT 428 FT N & 1000 FT W OF SE COR, S 128 FT, W 170 FT, N 256 FT, E 15 FT, S 128 FT, E 155 FT TPOB	Ordinance 16-73
3523400018	POR OF S 1/2 OF SE 1/4 23-5-73, COM AT SE COR, N 89 51' W 1000 FT, N 0 1' E 1151.65 FT TPOB, N 89 5' 8" W 170 FT, S 19 27' 24" W 158.91 FT TO PT ON NRLY ROW HWY 34 BY-PASS, N 66 31' 32" W 99.25 FT, N 27 24' E 305.15 FT, N 88 51' E 3.57 FT, N 89 31' 49"	Ordinance 16-73
3523400010	BEG 835 FT W OF SE COR 23-5-73, N 55 FT, W 150 FT, N 0 1' E 245 FT, N 89 49' W 185 FT, S 0 1' W 300 FT M/L TO PT ON HWY R/W IN NE OF NE 26-5-73, TH ALG SD R/W S 23 47' E 51.3 FT, S 44 16' E 320 FT M/L, N 77 17' 30" E 94.1 FT, N 0 1' E 292.9 FT M/L TPOB;	Ordinance 16-73
3523400039	BEG AT SE COR 23-5-73, TH ALG E LN N 234 FT, N 41 2' 27" W 60.44 FT TPOB, N 41 2' 27" W 168.01 FT, S 230.31 FT, E 47.23 FT, N 31 20' 41" E 121.28 FT TPOB (SPLIT FROM 35230 00 002)	Ordinance 16-73
3524300023	BEG AT PT FROM WH SW COR 24-5-73 BEARS N 89 45' W1084.5 FT, N 5 40' E 166.8 FT, S 89 31' E 235.2 FT TO W LN ALFRESCO PL, TH S ALG SD W LN 165.2 FT TO SW COR SD ALFRESCO PL, N 89 45' W 254.3 FT TO BEG; LESS HWY, ESTES PK	Ordinance 16-73
3524300014	NEW PARCEL I, DESC AS: POR OF SW 1/4 24-5-73 & SE 1/4 23-5-73; BEG AT SW COR 24-5-73; TH S 89 49' 59" E 153.84 FT; TH N 00 28' 41" E 220.19 FT; TH S 89 43' 25" W 21.41 FT; TH N 83 42' 59" W 135.25 FT; TH N 41 47' 45" W 28.9 FT; TH S 31 16' 27" W 90.	Ordinance 16-73
3524300015	BEG AT PT WH SW COR 24-5-73 BEARS N 89 45' W 153.8 FT, S 89 45' E 157.6 FT, N 0 16' E 232.7 FT, N 89 37' W 157 FT, S 0 23' W 233.1 FT TPOB; EX HWY AS IN 1064-388, ESTES PK	Ordinance 16-73
3524300016	BEG AT PT WH SW COR 24-5-73 BEARS N 89 45' W 311.4 FT, S 89 45' E 121.5 FT, N 0 23' E 232.4 FT, N 89 37' W 121.5 FT, S 0 16' W 232.7 FT TO BEG; LESS HWY, ESTES PK	Ordinance 16-73
3523400002	POR OF 23 & 24-5-73 BEG AT SW COR SEC 24, TH ALG W LN SW 1/4 N 504.6 FT TPOB, TH 53.10 FT ALG CUR CONC NE, C/A 1 5' 47", RAD 2775 FT, RAD LN PASS THROUGH BEARS S 20 13' 9" W, N 270.27 FT, W 50 FT, TH W 150 FT, S 192.19 FT, S 67 11' 30" E 68.25 FT TO BE	Ordinance 16-73
3524300022	BEG AT PT WH SW COR 24-5-73 BEARS N 89 45' W 917.4 FT, N 23' E 167.2 FT, S 89 31' E 182.8 FT, S 5 40' W 166.8 FT, N 89 45' W 167.1 FT TPOB; LESS STATE HWY, ESTES PK	Ordinance 16-73
3524300020	BEG AT PT WH SW COR 24-5-73 BEARS N 89 45' W 795.4 FT, S 89 45' E 122 FT, N 0 23' E 231.4 FT, N 89 37' W 122 FT, S 0 23' W 231.7 FT TPOB; LESS STATE HWY, ESTES PK AND ALSO BEG AT PT WH SW COR 24-5-73 BEARS N 89 45' W 674.4 FT, S 89 45' E 121 FT, N 0 23'	Ordinance 16-73
3524300017	BEG AT PT WH SW COR 24-5-73 BEARS N 89 45' W 432.4 FT, S 89 45' E 121 FT, N 0 23' E 232.15 FT, N 89 37' W 121 FT, S 0 23' W 232.4 FT TPOB; LESS STATE HWY, ESTES PK	Ordinance 16-73
3524300018	BEG AT PT FROM WH SW COR 24-5-73 BEARS N 89 45' W 432.4 FT, S 89 45' E 242 FT, N 23' E 231.9 FT, N 89 37' W 242 FT, S 23' W 232.4 FT TPOB; LESS HWY, LESS W 121 FT, ESTES PK	Ordinance 16-73
3525200001	BEG AT PT FROM NW COR 25-5-73 WH BEARS N 89 45' W 917.4 FT, S 89 45' E 421.4 FT TO SW COR AL FRESCO PL, S 247 FT M/L TO NE COR SUNNY AC, TH ALG N LN SUNNY AC N 89 36' W 373.7 FT, N 10 31' W 254.4 FT TPOB, ESTES PK; LESS RD AS PER 91026456	Ordinance 16-73
3525200007	BEG AT PT WH NW COR 25-5-73 BEARS N 38 26' W 498.1 FT, N 0 16' E 244.2 FT, S 86 31' W 195 FT, S 1 11' E 245.9 FT, N 86 5' E 189 FT TPOB, ESTES PK; LESS RD AS PER 91026461	Ordinance 16-73

3525200006	BEG AT PT WH NW COR 25-5-73 BEARS N 89 45' W 112.5 FT, S 89 45' E 198.9 FT, S 16' W 143.9 FT, S 86 31' W 195 FT, N 1 11' W 156.6 FT TPOB, ESTES PK	Ordinance 16-73
3525200005	PT W 1/2 OF NW 1/4 25-5-73 DESC: BEG AT PT WH NW COR IS N 81 6' W 761.8 FT, S 18 30' W 141.6 FT, S 33 50' W 120.1 FT, S 85 30' W 59 FT, N 8 9' W 252.9 FT, S 87 35' E 206.6 FT TPOB; LESS RD AS PER 91032906	Ordinance 16-73
3525200003	BEG AT PT WH NW COR 25-5-73 BEARS N 81 06' 00" W 761.8 FT, TH S 89 09' 00" E 186.7 FT; TH S 10 31' 00" E 135.8 FT TO N LN SUNNY ACRES; TH ALG SD N LN N 89 36' 00" W 256.3 FT; TH N 18 30' 00" E 141.6 FT TPOB, ESTES PK; LESS RD AS PER 91026455	Ordinance 16-73
3525200012	BEG AT PT WH NW COR 25-5-73 BEARS N 38 26' W 498.1 FT, N 0 16' E 244.2 FT, N 83 8' E 139.9 FT, S 1 6' W 246.4 FT, S 85 30' W 136.7 FT TO BEG, ESTES PK; LESS RD AS PER 91026460	Ordinance 16-73
3525200013	BEG AT PT WH BEARS N 89 45' W 311.4 FT FROM NW COR 25-5-73, N 89 45' W 226.3 FT, S 4 30' E 107.2 FT, S 78 51' W 98.3 FT, S 83 8' W 139.9 FT, N 16' E 143.9 FT TO BEG, ESTES PK	Ordinance 16-73
3525200004	BEG AT PT WH NW COR 25-5-73 BEARS N 89 45' W 537.7 FT, S 89 45' E 195.3 FT, S 9 28' E 116.3 FT, N 87 35' W 206.7 FT, N 4 30' W 107.2 FT TPOB, ESTES PK	Ordinance 16-73
3525200002	BEG AT PT WH BEARS S 81 6' E 761.8 FT FROM NW COR 25-5-73, S 89 9' E 186.7 FT, N 10 31' W 118.6 FT, N 89 45' W 184.4 FT, S 9 28' E 116.3 FT TO BEG, ESTES PK; LESS RD AS PER 91026458; ALSO LESS RD PER 89036276	Ordinance 16-73
3525200011	BEG AT PT WH NW COR 25-5-73 BEARS N 49 54' W 581.7 FT, N 1 6' E 246.4 FT, N 78 51' E 98.3 FT, S 8 9' E 252.9 FT, S 85 30' W 137.6 FT TPOB, ESTES PK; LESS RD AS PER 91026459	Ordinance 16-73
3526100034	COM 180 FT W OF NE COR 26-5-73, W 285 FT, S 20 15' E 341.27 FT, N 88 13' 42 174.93, N 1 27' W 314.87 FT TO BEG, ESTES PK; LESS RD DESC IN 1707-234	Ordinance 16-73
3526300048	COM AT W 1/4 COR OF 26-5-73, TH S ALG W LN OF NW OF SW S 0 19' 15" W 755.8 FT TPOB, S 89 38' 20" E 99.94 FT, TH ALG W LN LOT 10 S 0 4' 9" W 211.14 FT TO SW COR LOT 10, N 89 54' 46" W 100.87 FT, N 0 19' 15" E 211.62 FT TPOB (SPLIT FROM 35263 00 020)	Ordinance 09-94
3526400008	COM AT PT WH SW COR OF SE 26-5-73 BEARS S 70 45' W 1523.4 FT, N 60 53' E 50 FT, N 48 41' E 563 FT, S 13 5' E 611 FT TO CEN BIG T RIV, TH WRLY ALG C/L RIV TO PT WH IS S 6 15' E 220 FT FROM POB, N 6 15' W 220 FT TO BEG, EP	Ordinance 15-82
2531300016	COM AT S 1/4 COR 31-5-72, EP, N 0 48' W 410.15 FT TPOB, N 76 38' 4" W 791.96 FT TO ERLY R/W HWY 7, N 38 56' 21" E 235.03 FT, S 73 53' 32" E 266.67 FT, S 73 33' 42" E 379.53 FT, S 0 48' E 184.52 FT TPOB; ALSO LOT 2 MASONIC SUB, EP (COMBINE 25313-16-002	Ordinance 10-02
2531310001	TR A, REIDS S ST VRain, DESC AS; COM AT S 1/4 COR 31-5-72, N 0 48' W 805.72 FT, N 63 18' 32" W 248.75 FT TPOB, N 61 20' 32" W 221.97 FT TO ERLY R/W HWY 7, N 38 56' 21" E 24.5 FT ALG SD R/W, TH ALG ARC CUR L, C/A 1 58' 23", RAD 2914.79 FT, L/C N 37 57'	Ordinance 159
2531310002	TR B, REIDS S ST VRain, DESC AS COM AT S 1/4 COR 31-5-72, N 0 48' W 805.72 FT TPOB, N 63 18' 32" W 248.75 FT, N 42 35' 18" E 131.58 FT, S 62 29' 25"E 147.97 FT, S 0 48' E 140.27 FT TPOB	Ordinance 159
	BEAR CREEK LUXURY	
3523328001	UNIT 1, BEAR CREEK LUXURY CONDOS EPK (20040102043)	Ordinance 16-73
3523328002	UNIT 2, BEAR CREEK LUXURY CONDOS EPK (20040102043)	Ordinance 16-73
3523328003	UNIT 3, BEAR CREEK LUXURY CONDOS EPK (20040102043)	Ordinance 16-73
3523328004	UNIT 4, BEAR CREEK LUXURY CONDOS EPK (20040102043)	Ordinance 16-73

3523328005	UNIT 5, BEAR CREEK LUXURY CONDOS EPK (20040102043)	Ordinance 16-73
3523328006	UNIT 6, BEAR CREEK LUXURY CONDOS EPK (20040102043)	Ordinance 16-73
	CARRIAGE HILLS	Ordinance 10-91
3401215001	LOT 1, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215002	LOT 2, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215003	LOT 3, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215004	LOT 4, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215005	LOT 5, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215006	LOT 6, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215007	LOT 7, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215008	LOT 8, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215009	LOT 9, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215010	LOT 10, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215011	LOT 11, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215012	LOT 12, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215013	LOT 13, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215014	LOT 14, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128016	LOT 16, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128017	LOT 17, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128018	LOT 18, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128019	LOT 19, CARRIAGE HILLS 6TH FIL, EP	Ordinance 10-91
3401128020	LOT 20, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128021	LOT 21, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128022	LOT 22, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128023	LOT 23, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128025	LOT 25, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128026	LOT 26, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128027	LOT 27, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128029	LOT 29, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128030	LOT 30, CARRIAGE HILLS 6TH, EP	Ordinance 10-91

3401128031	LOT 31, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128032	LOT 32, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128033	LOT 33, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128034	LOT 34, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401128035	LOT 35, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215036	LOT 36, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215037	LOT 37, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215038	LOT 38, CARRIAGE HILLS 6TH, EP	Ordinance 10-91
3401215039	LOT 39, CARRIAGE HILLS 6TH FIL, EP	Ordinance 10-91
3401125001	LOT 1, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125002	LOT 2, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125003	LOT 3, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125011	LOT 11, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125012	LOT 12, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125013	LOT 13, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125014	LOT 14, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125015	LOT 15, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125016	LOT 16, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125017	LOT 17, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125018	LOT 18, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125019	LOT 19, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125020	LOT 20, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125021	LOT 21, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125022	LOT 22, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125023	LOT 23, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125024	LOT 24, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125025	LOT 25, CARRIAGE HILLS, 7TH FIL, EP	Ordinance 10-91
3401125027	LOT 27, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125028	LOT 28, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125029	LOT 29, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91

3401125030	LOT 30, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125031	LOT 31, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125032	LOT 32, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125033	LOT 33, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125034	LOT 34, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125035	LOT 35, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125936	LOT 36, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125037	LOT 37, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125038	LOT 38, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125039	LOT 39, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125040	LOT 40, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125041	LOT 41, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125042	LOT 42, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211043	LOT 43, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211044	LOT 44, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211045	LOT 45, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211046	LOT 46, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211047	LOT 47, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211048	LOT 48, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211049	LOT 49, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211050	LOT 50, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211051	LOT 51, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211052	LOT 52, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211053	LOT 53, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211054	LOT 54, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211055	LOT 55, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211056	LOT 56, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211057	LOT 57, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211058	LOT 58, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
2406211059	LOT 59, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91

3401125060	LOT 60, CARRIAGE HILLS, 7TH FIL, EP	Ordinance 10-91
3401125061	LOT 61, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125062	LOT 62, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125063	LOT 63, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125064	LOT 64, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125065	LOT 65, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125066	LOT 66, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125067	LOT 67, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125068	LOT 68, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125069	LOT 69, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125070	LOT 70, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125071	LOT 71, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125072	LOT 72, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125073	LOT 73, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125074	LOT 74, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125075	LOT 75, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125076	LOT 76, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125077	LOT 77, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3401125078	LOT 78, CARRIAGE HILLS, 7TH, EP	Ordinance 10-91
3402406916	LOT 16, CARRIAGE HILLS, 8TH FILING; LESS RD PER 86072532	Ordinance 01-00
	CLOUD NINE SUB	
3516416001	Lot 1, CLOUD NINE SUB, EP (20170058299)	Ordinance 10-17
	DEER CREST	
3523306001	LOT 1, DEER CREST SUB, ESTES PARK	Ordinance 16-73
3523309056	TR 56A, ESTES PARK AMD LOT 2 DEER CREST SUB & TR'S 56 & 57 FALL RIVER ADD, EP	Ordinance 16-73
3523308057	TR 57, ESTES PARK AMD LOT 2 DEER CREST SUB & TR'S 56 & 57 FALL RIVER ADD, EP	Ordinance 16-73
	ELKHORN EST	
3523411002	TRACT B1, AMD TRACT B, BOOTH RESUB OF LOTS 2-5 & 7, AND PORS OF LOTS 1,6,8 & 9, ELKHORN EST, EP (20130049373)	Ordinance 16-73
	EDWARDS	
3523414001	TRACT 15A, EDWARDS SUB, EP	Ordinance 16-73
3523414002	TRACT 15B, EDWARDS SUB, EP	Ordinance 16-73

	FALL RIVER ADDITION	
3523323061	TR 61A, FALL RIVER ADDITION TO TOWN OF ESTES PARK, AMD TR 59, 61, 62 & 63, EP (20030133966)	Ordinance 16-73
3523323062	TR 62A, FALL RIVER ADDITION TO TOWN OF ESTES PARK, AMD TR 59, 61, 62 & 63, EP (20030133966)	Ordinance 16-73
3523310001	LOT 1, STREAMSIDE AMD PLAT OF TR 59A FALL RIVER ADD AND LOT 2, OF AMD PLAT LOT 2, DEER CREST SUB, AND TR'S 56 & 57, FALL RIVER ADD TO THE TOWN OF ESTES PARK;(20050101901) LESS PHASE 1 CONDOS @20060048203; LESS SUPP 1 20110046573; LESS; LESS SUPP 1 AMND;	Ordinance 16-73
	FALL RIVER CONDOS	
3523420002	UNIT B, BLDG 503, FALL RIVER CONDOS, EP (99037226)	Ordinance 16-73
3523420004	UNIT D, BLDG 503, FALL RIVER CONDOS, EP (99037226)	Ordinance 16-73
	FISH CREEK	
2531464002	LOT 2, FISH CREEK ADD, EP	Ordinance 20-95
2531464003	LOT 3, FISH CREEK ADD, EP	Ordinance 20-95
	GRADY MINOR SUB	
3526111001	Lot 1, GRADY MINOR SUB, EP (20190043822)	Ordinance 16-73
	JAMES-MCINTYRE	
3522405007	LOTS 7 & 8, JAMES-MCINTYRE, ESTES PK	Ordinance 16-73
	JONES	
3524315002	LOT 2, JONES SUB, EP	Ordinance 16-73
	MOUNTAIN HAVEN	
3526450004	UNIT 4, MOUNTAIN HAVEN CONDOMINIUMS (20030096970)	Ordinance 15-82
	PARK CONDOS	
2531366001	CIC, PARK CONDOS, EP (99037912)	Ordinance 14-95
2531365001	UNIT 1, BLDG A, PARK CONDOS, EP (99037912)	Ordinance 14-95
2531365002	UNIT 2, BLDG A, PARK CONDOS, EP (99037912)	Ordinance 14-95
2531365004	UNIT 2, BLDG B, PARK CONDOS, EP (99037912)	Ordinance 14-95
	PARK RIVER WEST	
3525326001	LOT 1, THE PARK RIVER WEST SUBDIVISION, EP (2001098391); LESS 20030077911; 20030106552; 20030125222; 20040012984; 20040083612; 20040099929; 20040117482; 20050022660; 20050100769;LESS 20060017346; 20060073966; AKA CIC (FOR CONDOS)	Ordinance 15-82
	PROSPECT ESTATES ADDITION	
3536406002	TRACT B, PROSPECT ESTATES ADDITION, EP	Ordinance 02-82
	PROSPECT ESTATES	
3536410001	LOT 1, PROSPECT ESTATES, EP	Ordinance 02-82

3536410002	LOT 2, PROSPECT ESTATES, EP	Ordinance 02-82
3536410003	LOT 3, PROSPECT ESTATES, EP	Ordinance 02-82
3536410004	LOT 4, PROSPECT ESTATES, EP	Ordinance 02-82
3536410005	LOT 5, PROSPECT ESTATES, EP	Ordinance 02-82
3536410006	LOT 6, PROSPECT ESTATES, EP	Ordinance 02-82
3536410007	LOT 7, PROSPECT ESTATES, EP	Ordinance 02-82
3536410008	LOT 8, PROSPECT ESTATES, EP	Ordinance 02-82
3536410009	LOT 9, PROSPECT ESTATES, EP	Ordinance 02-82
3536410010	LOT 10, PROSPECT ESTATES, EP; EX POR BY QUIET TITLE IN 1383-457	Ordinance 02-82
3536410011	LOT 11, PROSPECT ESTATES, EP; EX POR BY QUIET TITLE IN 1383-457	Ordinance 02-82
3536410012	LOT 12, PROSPECT ESTATES, EP; EX POR BY QUIET TITLE IN 1383-457	Ordinance 02-82
3536410013	LOT 13, PROSPECT ESTATES, EP; EX POR BY QUIET TITLE IN 1383-457	Ordinance 02-82
3536410014	LOT 14, PROSPECT ESTATES, EP	Ordinance 02-82
3536410015	LOT 15, PROSPECT ESTATES, EP	Ordinance 02-82
3536410017	LOT 17, PROSPECT ESTATES, EP	Ordinance 02-82
3536410016	LOT 16, PROSPECT ESTATES, EP	Ordinance 02-82
3536410018	LOT 18, PROSPECT ESTATES, EP	Ordinance 02-82
	PROSPECT ESTATES 2ND	
3536422003	LOT 3, PROSPECT ESTATES SUB 2ND FIL, EP	Ordinance 02-82
3536423011	LOT 11, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423012	LOT 12, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423013	LOT 13, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423014	LOT 14, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423015	LOT 15, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423016	LOT 16, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423017	LOT 17, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423018	LOT 18, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423019	LOT 19, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423020	LOT 20, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423021	LOT 21, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423022	LOT 22, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82

3536423023	LOT 23, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423024	LOT 24, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423025	LOT 25, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423026	LOT 26, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423027	LOT 27, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423031	LOT 31, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423030	LOT 30, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423029	LOT 29, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423037	LOT 37, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423034	LOT 34, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423033	LOT 33, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
	PROSPECT EST SUB	
3536423028	LOT 28, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423036	LOT 36, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
3536423035	LOT 35, PROSPECT EST SUB 3RD FIL, EP	Ordinance 02-82
	PROSPECT MOUNTAIN SUB	
3536407001	LOT 1, PROSPECT MOUNTAIN SUB, A PUD, EP	Ordinance 02-82
3536407002	LOT 2, PROSPECT MOUNTAIN SUB, A PUD, EP	Ordinance 02-82
3536407003	LOT 3, PROSPECT MOUNTAIN SUB, A PUD, EP	Ordinance 02-82
3536407004	LOT 4, PROSPECT MOUNTAIN SUB, A PUD, EP	Ordinance 02-82
3536407005	LOT 5, PROSPECT MOUNTAIN SUB, A PUD, EP	Ordinance 02-82
	PROSPECT MOUNTAIN SUB PUD 3RD	
3536413009	LOT 9, PROSPECT MTN SUB, PUD, 3RD FILING, EP	Ordinance 02-82
3536413011	LOT 11, PROSPECT MTN SUB, PUD, 3RD FILING, EP	Ordinance 02-82
3536413012	LOT 12, PROSPECT MTN SUB, PUD, 3RD FILING, EP	Ordinance 02-82
3536413013	LOT 13, PROSPECT MTN SUB, PUD, 3RD FILING, EP	Ordinance 02-82
3536413014	LOT 14, PROSPECT MTN SUB, PUD, 3RD FILING, EP	Ordinance 02-82
	PROSPECT MOUNTAIN SUB PUD 4TH	
3536415016	LOTS 16 & 17, PROSPECT MTN SUB, PUD 4TH, EP	Ordinance 02-82
3536415019	LOT 19, PROSPECT MTN SUB, PUD 4TH, EP	Ordinance 02-82
3536415018	LOT 18, PROSPECT MTN SUB, PUD 4TH, EP	Ordinance 02-82

3536415020	LOT 20, PROSPECT MTN SUB, PUD 4TH, EP	Ordinance 02-82
3536415021	LOT 21, PROSPECT MTN SUB, PUD 4TH, EP	Ordinance 02-82
3536415022	LOT 22, PROSPECT MTN SUB, PUD 4TH, EP	Ordinance 02-82
	PROSPECT MOUNTAIN SUB PUD 5TH	
3536416023	LOT 23, PROSPECT MTN SUB, PUD, 5TH FILING, EP	Ordinance 02-82
3536416024	LOT 24 & 25, PROSPECT MTN SUB, PUD, 5TH FILING, EP(COMBINE 35364-16-025)	Ordinance 02-82
3536416026	LOT 26, PROSPECT MTN SUB, PUD, 5TH FILING, EP	Ordinance 02-82
3536416027	LOT 27 AMENDED, PROSPECT MTN SUB, PUD, 5TH FILING, EP (20100027950)	Ordinance 02-82
	PROSPECT MOUNTAIN SUB PUD 7TH	
3536418031	LOT 31, PROSPECT MOUNTAIN SUB PUD 7 TH , EP	Ordinance 02-82
3536418032	LOT 32, PROSPECT MOUNTAIN SUB PUD 7 TH , EP	Ordinance 02-82
3536418033	LOT 33, PROSPECT MOUNTAIN SUB PUD 7 TH , EP	Ordinance 02-82
3536418034	LOT 34, PROSPECT MOUNTAIN SUB PUD 7 TH , EP	Ordinance 02-82
3536418035	LOT 35, PROSPECT MOUNTAIN SUB PUD 7 TH , EP	Ordinance 02-82
3536418036	LOT 36, PROSPECT MOUNTAIN SUB PUD 7TH, EP	Ordinance 02-82
3536418037	LOT 37, PROSPECT MOUNTAIN SUB PUD 7TH, EP	Ordinance 02-82
3536421001	LOT 38A, AMD LOT 38 PROSPECT MTN SUB PUD 7TH, EP	Ordinance 02-82
3536421002	LOT 38B, AMD LOT 38 PROSPECT MTN SUB PUD 7 TH , EP	Ordinance 02-82
	SEYBOLD	
3523407001	LOT 1, SEYBOLD SUB E P	Ordinance 16-73
	SOLITUDE SUB	
2529318001	LOT 3, SOLITUDE SUB (CONDOS) EP (2002030494); LESS 20030077909; LESS 20030096972; LESS 20030133970; LESS 20040011582; LESS 20080002696; AKA CIC	Ordinance 14-01
2529314005	LOT 5, SOLITUDE SUBDIVISION, EP (2002030494) LESS 20040027677; LESS 20040045029; LESS 20050016175; LESS 20050037947; AKA CIC	Ordinance 14-01
2529320001	LOT 6, SOLITUDE SUB EP (2002030494); LESS 20030106550; AKA CIC; LESS POR PER 20210027268;	Ordinance 14-01
	SOLITUDE III	
2529317001	UNIT 1, LOT 3, SOLITUDE III CONDOS, EP (20030077909)	Ordinance 14-01
2529317002	UNIT 2, LOT 3, SOLITUDE III CONDOMINIUMS, SUPP MAP NO. 1 (20030096972)	Ordinance 14-01
2529317003	UNIT 3, SOLITUDE III CONDOMINIUMS, SUPP MAP NO. 3, EP (20040011582)	Ordinance 14-01
2529317004	UNIT 4, LOT 3, SOLITUDE III CONDOMINIUMS, SUPP MAP NO. 2, EP (20030133970)	Ordinance 14-01
2529317005	UNIT 5, SOLITUDE 3 CONDOS SUPP 4, EPK (20080002696)	Ordinance 14-01

	SOLITUDE IV	
2529315001	UNIT 1, LOT 4, SOLITUDE IV CONDOS, SUPP. NO. 1, EP (20030072507)	Ordinance 14-01
2529315002	UNIT 2, LOT 4, SOLITUDE IV CONDOMINIUMS, EP (2003-0024978)	Ordinance 14-01
2529315003	UNIT 3, LOT 4, SOLITUDE IV CONDOMINIUMS, EP (20030024978)	Ordinance 14-01
2529315004	UNIT 4, LOT 4, SOLITUDE IV CONDOMINIUMS, SUPP MAP NO. 2, EP (20030133971)	Ordinance 14-01
2529315007	UNIT 7, LOT 4, SOLITUDE IV CONDOMINIUMS, SUPP MAP NO. 2, EP (20030133971)	Ordinance 14-01
2529315005	UNIT 5, SOLITUDE IV CONDOS, SUPP MAP NO. 3, EP 20040081157	Ordinance 14-01
2529315006	UNIT 6, SOLITUDE IV CONDOS, SUPP MAP NO. 3, EP 20040081157	Ordinance 14-01
2529316001	CIC, (LOT 4) SOLITUDE IV CONDOMINIUMS, EP (2003-0024978) LESS 20030133971	Ordinance 14-01
	SOLITUDE V	
2529319001	UNIT 1, SOLITUDE VI CONDOS, EP (20030106550)	Ordinance 14-01
2529324001	UNIT 1, SOLITUDE V CONDOS, SUPP NO. 2, EP (20040081158)	Ordinance 14-01
2529324002	UNIT 2, SOLITUDE V CONDOMINIUMS, SUPP MAP 1 (UNIT 2), EP (20040045029)	Ordinance 14-01
2529319003	UNIT 3, SOLITUDE VI CONDOS, EP (20030106550)	Ordinance 14-01
2529324003	UNIT 3, SOLITUDE V CONDOS, SUPP NO. 2, EP (20040081158)	Ordinance 14-01
2529324004	UNIT 4, SOLITUDE V CONDOMINIUMS, (UNIT 4) EP (20040027677)	Ordinance 14-01
2529324005	UNIT 5, SOLITUDE V CONDOS SUPP 3 LOT 5 EPK (20050016175)	Ordinance 14-01
2529324006	UNIT 6, SOLITUDE 5 CONDOS SUPP 4 EP (20050037947)	Ordinance 14-01
2529329007	Unit 7, SOLITUDE VI CONDOS SUPPLEMENT NO 1, EP (20210027268)	Ordinance 14-01
	STEELE SUB	
3536412001	LOT 1, STEELE SUB, EP	Ordinance 02-82
3536412002	LOT 2, STEELE SUB, EP	Ordinance 02-82
	SUMMERSET ON FALL RIVER	
3522426001	UNIT 1, EVANS BLDG, SUMMERSET ON FALL RIVER CONDOS, EP	Ordinance 16-73
3522429006	UNIT 6, BIG HORN MTN BLDG, SUMMERSET ON FALL RIVER CONDOS SUPP 3, EP	Ordinance 16-73
3522427003	UNIT 3, DEER MTN BLDG, SUMMERSET ON FALL RIVER CONDOS SUPP 1, EP	Ordinance 16-73
3522427004	UNIT 4, DEER MTN BLDG, SUMMERSET ON FALL RIVER CONDOS SUPP 1, EP	Ordinance 16-73
3522430007	UNIT 7, ARROWHEAD MTN BLDG, SUMMERSET ON FALL RIVER CONDOS SUPP 3, EP	Ordinance 16-73
3522430008	UNIT 8, ARROWHEAD MTN BLDG, SUMMERSET ON FALL RIVER CONDOS SUPP 3, EP	Ordinance 16-73
3522433010	UNIT 10, EMERALD MTN BLDG, SUMMERSET ON FALL RIVER CONDOS, SUPP 5, EP	Ordinance 16-73
3522428005	UNIT 5, CASTLE MTN BLDG, SUMMERSET ON FALL RIVER CONDOS SUPP 2, EP	Ordinance 16-73

3522433011	UNIT 11, EMERALD MTN BLDG, SUMMERSET ON FALL RIVER CONDOS, SUPP 5, EP	Ordinance 16-73
3522426002	UNIT 2, EVANS BLDG, SUMMERSET ON FALL RIVER CONDOS, EP	Ordinance 16-73
	SUNDANCE MOUNTAIN SUBDIVISION	
3516412003	LOT 3, SUNDANCE MOUNTAIN SUBDIVISION (2001046744), EP	Ordinance 05-01
	WILSON	
3523409003	LOT 3, WILSON SUB, EP	Ordinance 16-73
	WITT SUBDIVISION	
3523422001	LOTS 1 AND 2, WITT SUBDIVISION, EP 20040003702 (COMBINED 3523422002)	Ordinance 16-73
3523422003	LOT 3, WITT SUBDIVISION, EP 20040003702	Ordinance 16-73
3523422004	LOT 4, WITT SUBDIVISION, EP 20040003702	Ordinance 16-73



Memo

Through: Town Administrator Machalek

From: Reuben Bergsten, Utilities Director and Jacqueline Wesley, P.E., Project Manager

Department: Utilities Department

Date: July 8, 2025

Subject: Resolution 72-25 Increase Contingency for the Prospect Mountain Water Improvements Project

Type: Resolution

Objective:

Complete the Prospect Mountain water project by funding additional construction work resulting from differing site conditions, unanticipated permit compliance and County requirements, and changes to electrical service; extended interim financing costs; and development and water rights fees that are greater than those estimated at the time of budget development.

Present Situation:

As a result of the Prospect Mountain Water Company (PMWC) bankruptcy, the Town assumed ownership through the Voluntary Transfer Agreement, which requires the former PMWC customers to fund the reconstruction of their old water system to current Town standards. The costs include administrative costs and paying the Town development/water rights (tap fees).

The Town obtained project grants and loans from the United States Department of Agriculture Rural Development (USDA-RD) and the Colorado Department of Local Affairs (DOLA) totaling \$15, 298,000 for eligible costs. Ineligible costs include Town-provide labor to support the construction of the project.

In August 2022, the project advertised for bids and the selected qualified low bidder was Wagner Construction. When their base bid of \$10,732,588 was combined with two additive alternates, the total bid price was \$11,011,726. On September 29, 2022, the Board approved entering into the funding agreement with the USDA-RD (Resolution 67-22 and Resolution 68-22) as outlined in the LOC and the contract with Wagner Construction (Resolution 82-22).

The existing project budget is \$15,298,000 per the USDA financing letter of conditions. We estimate the final project cost to be \$15,800,000, including all USDA-RD grant and loan eligible costs and ineligible costs (Town labor). The total project budget includes USDA-eligible costs (defined in the Letter of Conditions) and ineligible costs (e.g. Town labor). This is an increase of \$502,000 (3.28%) in the total project budget to be used for extended interim loan interest, the remaining town tap fees (development and water rights fees), Northern Water inclusions, Town labor, and changes during construction.

The largest project cost item is the USDA-eligible construction cost for work completed by Wagner Construction. The current construction cost is \$11,589,079.84, including the two additive alternatives and contingency funded change orders. The estimated remaining value of pending change orders and additional contingency is \$400,000, bringing the estimated total contract value to \$11,900,000 (part of the \$15,800,000 discussed above). This is an increase of \$1,167,412 (10.64%) from the original bid and alternates.

The following change orders have altered the value of the construction work.

1. Increase in manhole size at the request of the Water Division.
2. Increase in quantity of air vac/release valves/vaults, fire hydrants, and 6-inch DIP.

3. Decrease in quantity of 8" bends, concrete encasement, 8x8 tees, 6x8 tees, 8-inch DIP, 8" gate valves, rigid pavement (concrete), temporary piping, water service connection and extension, and blowoff assemblies.
4. Increase in the quantity of rock during construction from the original bid quantity. The bid quantity of rock excavation was 4,585 cubic yards (CY) for the mains and 676 CY along the tank access. The total quantity of rock was estimated at the time of bidding as 5,261 CY. The additional rock quantity encountered during construction is 3,397.05 CY, for a total increased construction value of \$490,448.60.
5. Requirements of Larimer County permits: The requirements of the Larimer County permits acquired by the Contractor differed from those anticipated at bid time. Differences include additional stormwater sampling, more roadway surface restoration with different materials, and additional traffic control.

Proposal:

Staff request the following:

1. Increase the project contingency funding used by staff to authorize change orders with Wagner Construction not to exceed \$11,900,000. Staff will work with USDA-RD to adjust the LOC line items to not exceed \$15,298,000 for the USDA-RD funded portions of the project.
2. Approval for increasing the total project budget to \$15,800,000, which includes USDA-RD funded eligible items and ineligible items such as Town labor.

Future adjustments to the project budget may be required to cover interim loan interest costs, remaining town tap fees, testing, and Northern Water Inclusion costs once they are calculated.

Advantages:

- Increasing project funding will allow the project to close out the outstanding Town labor costs.
- Increasing contingency funding will allow enable continuation of construction.

- The project will be completed enabling closeout with the USDA.

Disadvantages:

- The cost of construction is higher than the original bid; however, the requirement for repayment of all costs by the previous PMWC customers does not change.
- Additional administrative actions are required; however, the USDA-RD has agreed to make adjustments with within the LOC upper limit.

Action Recommended:

Staff recommends approval of the resolution.

Finance/Resource Impact:

503-7000-580.35-54 PMLOAN Prospect Mountain Water System Improvements, \$502,000 increase. Staff will work with finance to differ existing capital projects to cover the increase.

Level of Public Interest:

Low with only interested parties being the former customers of the Prospect Mountain Water Company who are financially responsible for all project costs.

Sample Motion:

I move for the approval/denial of Resolution 72-25 amending the project budget and authorizing additional contingency for Wagner Construction's contract via change orders to be executed by the Town Administrator and Utilities Director.

Attachments:

1. Resolution 72-25
2. Presentation

RESOLUTION 72-25

A RESOLUTION INCREASING THE PROSPECT MOUNTAIN WATER SYSTEM
IMPROVEMENTS PROJECT’S CONTINGENCY

WHEREAS, on September 29, 2022, the Town approved Resolution 82-22 approving a construction contract with Wagner Construction, Inc. for the Prospect Mountain Water Distribution Improvements Project; and

WHEREAS, the United States Department of Agriculture – Rural Development provided a revised letter of conditions dated September 27, 2022 detailing funding in the form of grants and loans from the USDA-RD for a project cost of \$15,298,000 including construction, contingency, and other project elements; and

WHEREAS, the project costs are expected to exceed the contingency.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF ESTES PARK, COLORADO:

The budget for the project contingency is increased by \$502,000.

DATED this _____ day of _____, 2025.

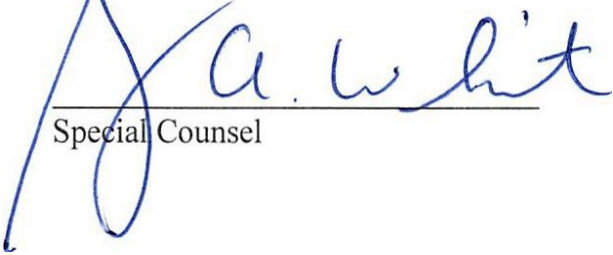
TOWN OF ESTES PARK

Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:



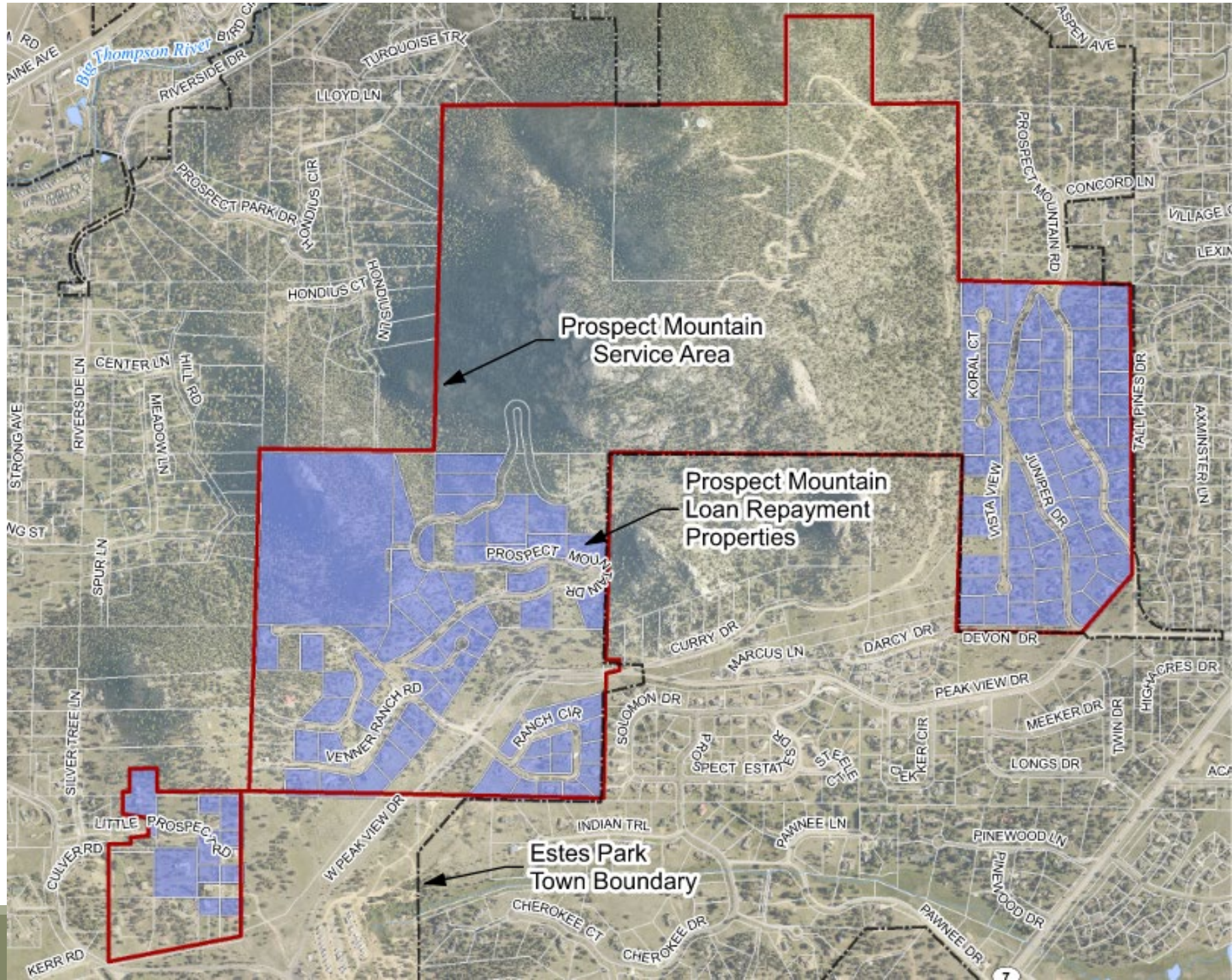
Special Counsel

Prospect Mountain Water System Improvements Project - Increase in Project Contingency

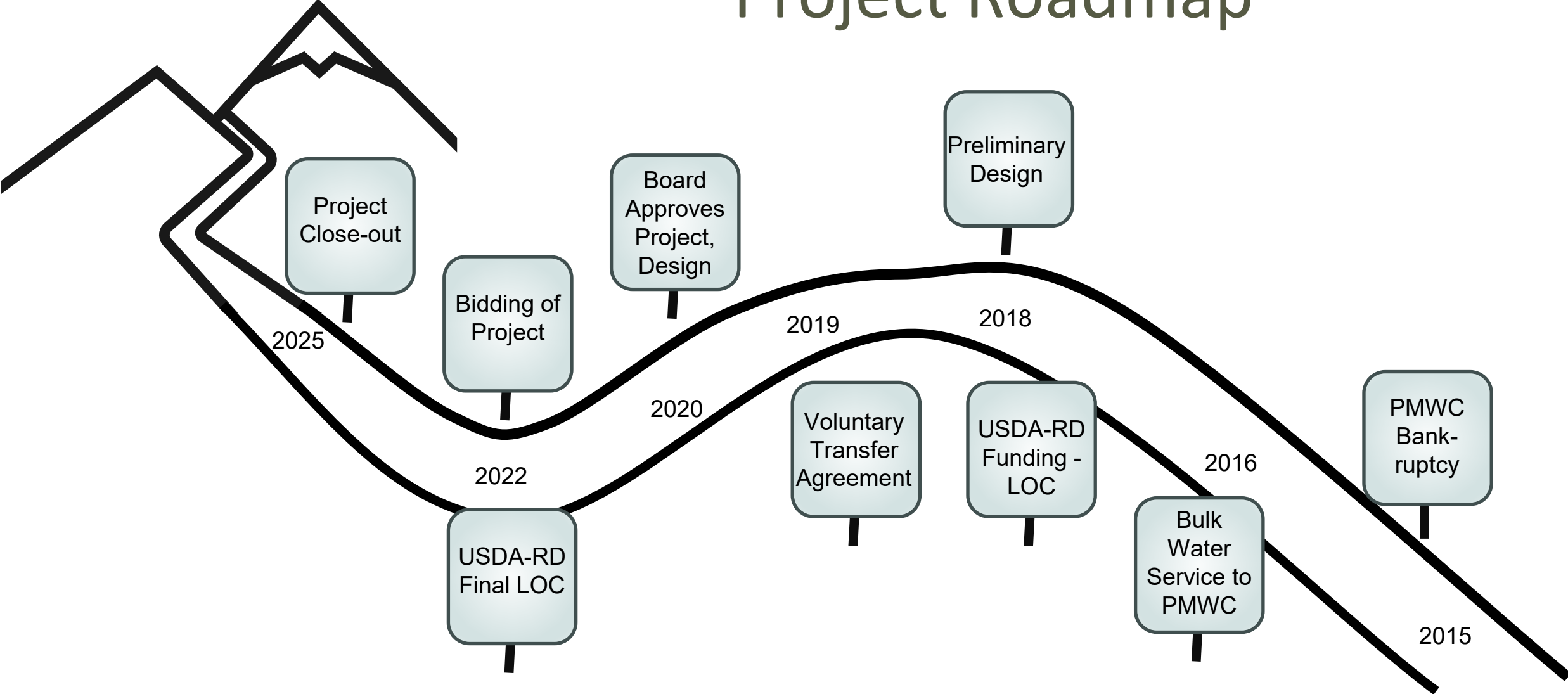
Town Board Meeting:
July 8, 2025



Project Overview



Project Roadmap



Current Status

Work Completed:

- Pipeline and hydrants complete, 2 services remaining
- Tank constructed and pump station operational

Work Remaining:

- Disinfect/test/fill tank, place into service
- Final connections
- Restoration – roads and yards/surfaces



Original Budget

Project Component	LOC Value
Administration	\$537,000
Construction	\$10,732,588
Contingency	\$999,292
Engineering Fees	\$1,421,500
Interest - Interim	\$125,000
Remaining Development/ WR Fees	\$1,064,120
Easement Acquisition	\$250,000
Testing	\$161,000
Northern Water Inclusion	\$7,500
Total Budget/LOC	\$15,298,00

Funding Sources:

USDA-RD Loan 1	\$4,493,000
USDA-RD Grant 2	\$6,547,000
USDA-RD Grant 3	\$3,988,000
Applicant Contribution	\$245,000
DOLA Grant	\$25,000
Total Funding	\$15,298,000

Use of Contingency

Item and Description	Amount
Bid Alternates 1 and 2	\$279,138.00
Change Orders	\$577,353.84
Rock excavation overages 1-8, (3350.14 CY)	\$493,598.60
Town requested changes	\$72,010.18
Various quantity adjustments and seeding change	(\$229,230.75)
Asphalt replacement required by Larimer County	\$240,975.81
Total	\$856,491.84

LOC Contingency	\$999,292
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Pending Items

<u>Item and Description</u>	<u>Estimated Amount</u>
Pending Change Orders	
**County stormwater permit testing (contractor proposal)	\$154,543.10
**County shut-down incurred costs (contractor proposal)	\$108,237.49
**Traffic control required by the County (contractor proposal)	\$46,791.24
Change road materials (est.)	\$20,500

** These items are identified by the Contractor as changes but have not been agreed to by the Engineer or Town. Additional supporting information has been requested by the contractor for these items.

Requested Revised Budget

Project Component	Amount
Construction	\$10,732,588
Contingency	\$1,501,292
Admin, Engineering, Interim loan interest, Town Development/ Water Rights fee, easements, testing, Northern Water Inclusion	\$3,566,120
Total Budget	\$15,800,000

Funding Source	Amount
USDA-RD Loan	\$4,493,000
USDA-RD Grant (>68% of cost)	\$10,535,000
Applicant Contribution	\$245,000
Additional Contingency (per Resolution XX-25)	\$502,000
DOLA Grant	\$25,000
TOTAL	\$15,800,000



Memo

To: Honorable Mayor Hall & Board of Trustees

Through: Town Administrator Machalek

From: Project Manager Wesley and Director Bergsten

Department: Utilities

Date: July 8, 2025

Subject: Resolution 73-25 Contingent award of the Spruce Knob and Carriage Hills
Water Systems Construction

Type: Resolution

Packet material will be provided by Thursday, July 3, 2025



Memo

To: Honorable Mayor Hall & Board of Trustees

Through: Town Administrator Machalek

From: Line Superintendent Lockhart and Director Bergsten

Department: Utilities

Date: July 8, 2025

Subject: Resolution 74-25 Revise the Scope of Work for DOLA EIAF B-022 Estes
Park Broadband Planning and Implementation

Type: Resolution

Packet material will be provided by Thursday, July 3, 2025



Report

To: Honorable Mayor Hall & Board of Trustees

From: Town Administrator Machalek

Department: Town Administrator's Office

Date: July 8, 2025

Subject: Transportation Advisory Board Next Steps - Sunsetting/Bylaw Review

No packet material will be provided for this item.