



AGENDA

TOWN OF DOLORES COLORADO

BOARD OF TRUSTEES MEETING/WORKSHOP

MARCH 28TH, 2022 6:30 P.M.

THE MEETING WILL BE HELD AT TOWN HALL 420 CENTRAL AVENUE.

IF YOU WISH TO ATTEND VIRTUALLY, PLEASE VISIT THE TOWN WEBSITE UNDER GOVERNMENT TOWN BOARD MEETING FOR THE ZOOM LINK

<https://townofdolores.colorado.gov>

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. ACTION/APPROVAL OF THE AGENDA

5. IDENTIFICATION OF ACTUAL OR PERCEIVED CONFLICTS OF INTEREST.

6. CITIZENS TO ADDRESS THE BOARD: This is an opportunity for Citizens to address the Board at this time or during a Public Hearing. Each Person will have 5 minutes. The Town Board encourages public comment by the following sources: Live at the Town Hall, virtually via ZOOM (see the Town Website for the link), or by submitting your comments, via email, to the Town Clerk at tammy@townofdolores.com any time before the dated Board meeting.

7. SPECIAL LICENSES/PERMITS: No License/Permits are scheduled at this time

8. STAFF REPORTS/PRESENTATIONS:

8.1 Managers Report: Manager Ken Charles

8.2 Attorney's Report: Attorney Jon Kelly

9. OTHER ORGANIZATIONS:

9.1 MONTEZUMA COUNTY COMMISSIONER: Jim Candelaria

10. ADMINISTRATIVE BUSINESS: No Administrative Business is scheduled at this time.

11. ACTION/APPROVAL ORDINANCES/RESOLUTIONS:

11.1 Action/Approval Resolution R474 Series 2022: In support of an application to the Colorado Department of Transportation Revitalizing Main Streets Opportunity 2 (small grants) program.

11.2 Action/Approval Resolution R475 Series 2022: Declaring intention to pursue a Conservation Easement with Montezuma Land Conservancy.

11.3 Discussion/Possible Action Resolution R476 Series 2022: Approving the Grant application to the CDPHE-Active People, Healthy Colorado Program.

11.4 Discussion/Possible Action for Resolution 477 Series 2022: Approving the Grant application to the DOLA-Innovative Affordable Housing Strategies-Preliminary Planning & Analysis Program.

12. TRUSTEES REPORTS AND ACTIONS:

14. ADJOURNMENT:



Dolores Colorado

To: MAYOR AND TRUSTEES
From: Ken Charles, Dolores Town Manager
Dt: March 28, 2022
RE: Meeting Information Update

Monday/s Town Board Meeting

On the agenda for our regular meeting Monday March 28th:

- The trustees will review four resolutions at the board meeting
- **Resolution R474 Series 2022:** In support of an application to the Colorado Department of Transportation Revitalizing Main Streets Opportunity 2 (small grants) program. This is a revision to Resolution 472 that was approved in February. A change in costs required the resolution to be amended. Jon Kelly will present.
- **Resolution R475 Series 2022:** Declaring intention to pursue a Conservation Easement with Montezuma Land Conservancy. Jon Kelly will present.
- **Resolution R476 Series 2022:** Approving the Grant application to the CDPHE-Active People, Healthy Colorado Program. Kalin Grigg will present.
- **Resolution 477 Series 2022:** Approving the Grant application to the DOLA-Innovative Affordable Housing Strategies-Preliminary Planning & Analysis Program. Jon Kelly will present.

General Updates

- The CDPHE Vaccine Bus will be in JRP on the following Fridays 9:00 am to 1:00pm: April 1 and 22, May 13, June 10 and at the Farmers Market on June 15.
- More updates to the potential use for ARPA funds. Treasurer Patricia Gibson participated in an online update regarding what may be a qualifying use of American Recovery Plan Act. The town was under the impression that ARPA funds could not be used to fund general items in the general fund, but to only replaced lost revenue. Apparently, that is not the case. We now think that we can use funds for projects such as the match for the Flanders Restroom. This removes a large challenge the town was trying to make by postponing other budgeted for items.
- Staff had the kick-off meeting with SGM engineers who will begin designing Phase II of the water system improvements as identified in the 2018 Capital Improvements Plan. We will keep you informed as the project progresses. Initially, we will make a presentation at either the April or May meetings as to the scope of the project and what opportunities and challenges the project presents.



- The town will be setting the date for the annual May cleanup.
- The town continues to post the town survey on various websites. Staff did a mass mailing to residents, with a self-addressed, stamped return envelope included. We have begun to receive many of the surveys.
- A new sheriff's deputy, Gilberto Jacob, has rotated into the town to cover one of the two the 40/hour/week shifts
- We are continuing to have conversations with Amber Lansing and Good Samaritan's of Cortez regarding building a community garden in JRP.

Upcoming Events

- April 11 and 25-town board meetings
- P & Z will hold its regular meeting on April 5
- There will not be a planning commission meeting on April 7
- April 5-town election
- Restroom grant to CDOT due by the last Wednesday of each month
- CDPHE Exercise grant and DOLA Housing grant due April 1

**Town of Dolores
Resolution No 474
Series 2022**

**A RESOLUTION IN SUPPORT OF AN APPLICATION TO THE COLORADO
DEPARTMENT OF TRANSPORTATION REVITALIZING MAIN STREETS
OPPORTUNITY 2 (SMALL GRANTS) PROGRAM**

WHEREAS, the Board of Trustees has identified the construction of a public restroom facility in Flanders Park as a public improvement that will serve the citizens, businesses and visitors to the Town of Dolores; and,

WHEREAS, the Town of Dolores has contracted with Connie Giles Architecture, Inc. to prepare architectural plans for the Flanders Park restroom facilities; and,

WHEREAS, Town of Dolores has the opportunity to submit an application for a grant from the Colorado Department of Transportation Revitalizing Main Streets Opportunity 2 (Small Grants) Program, a multi-modal downtown redevelopment grant that may be available to fund a portion of the cost of the Flanders Park restroom facilities; and,

WHEREAS, the Town agrees that if grant funding is awarded, the Town is required to complete the project by implementing grant funding supported by matching funds estimated to be a minimum of \$72,461; and

WHEREAS, the Town understands that if grant funding is awarded, all funds received under the grant must be spent by the deadline to be determined in the grant contract; and

WHEREAS, the Board of Trustees desires to express its support for the grant application and is of the opinion that the Town staff should request grant funding.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF DOLORES, COLORADO:

Section 1. The Board of Trustees strongly supports the application to the Colorado Department of Transportation Revitalizing Main Streets Opportunity 2 (Small Grants) Program, for a grant in an amount up to \$150,000 for construction of the Flanders Park public restroom facilities, and if the grant is awarded, the Board of Trustees supports the Project's completion.

Section 2. The Board of Trustees represents and warrants that the Grant Application includes matching funds for which the Town is solely responsible to provide, and that the Town has appropriated or will appropriate such matching funds if the grant is awarded not to exceed \$80,000.

Section 3. The Town Manager is hereby authorized and directed to execute all documents and do all other things necessary on behalf of the Town to complete, execute, and submit the Grant Application;

Section 4. All action heretofore taken in furtherance of the purposes of the Grant Application are hereby ratified and confirmed.

Section 5. This Resolution shall be in full force and effect from and after the date of its passage and approval.

Section 6. This Resolution is intended to repeal and replace Resolution R-472, Series 2022 adopted on February 28, 2022.

PASSED AND ADOPTED this 28th day of March 2022.

Mayor

ATTEST:

Town Clerk

Part 2 Financial Information

1. Total amount of grant funding request (maximum \$150,000)	\$ 150,000.00	
2. Local Match: 10% of the grant funds listed above <ul style="list-style-type: none"> - Expenses prior to the PO execution are not eligible for a match. - Match contributions can be cash and/or donated materials. Match may not be staff or admin time. 	<i>Amount:</i> <i>(10% of grant funding request)</i> \$ 97,171	<i>Briefly describe match expenses:</i> Cash=\$72,461 In-kind materials, fees & Eq=\$24,710
3. Does this project leverage additional funds beyond the 10% match listed above? Please explain. Yes Total cash expenses are \$222,461. The town will provide the cash expenses over the \$150,000 or \$72,461. In-kind materials include the water and sewer tap fees and water and sewer pipe and bedding, all the site work materials. The town will provide the labor and equipment to trench and install the water & sewer taps and lines and prepare the site. The list of equipment and estimated time for each piece is included in the cost estimate. Labor is excluded from the project budget		
4. By checking this box, the applicant's President, Chief Executive Officer, Chief Elected Official (Mayor or County Commission Chair) or City/County Manager for local governments or Agency Director or equivalent for others, has certified it allows this project request to be submitted for funding and will follow all CDOT policies and state and federal regulations when completing this project, if funded.		<input checked="" type="checkbox"/>

Please provide a budget of project costs based on the tasks you identified in Part One.	Cost
Task one - Project Design (Completed & not included in totals)	(\$5,000.00)
Task two - Bid process	\$2,000.00
Task three - Site work and utilities	\$24,710.00
Task four - Construction of the restroom	\$220.461.00
Task five - Final phase (Not included in totals)	(\$1,000.00)
TOTAL:	\$247,171.00

**Town of Dolores
Resolution No R475
Series-2022**

**A RESOLUTION DECLARING INTENTION TO PURSUE A CONSERVATION
EASEMENT WITH THE MONTEZUMA LAND CONSERVANCY**

WHEREAS, the Town of Dolores, Colorado is a statutory town incorporated under the laws of the state of Colorado.

WHEREAS the Town of Dolores acquired the 47 acre "Harris Property" and owns an approximately 140 acres of additional land on the northern boundary of the Town of Dolores.

WHEREAS the Trustees find that it is in the best interests of the Citizens of the Town of Dolores to preserve these properties in perpetuity while allowing for limited public uses in the future.

WHEREAS the Trustees find that best mechanism to accomplish this goal is through a conservation easement.

WHEREAS the Town's Comprehensive Plan calls for the acquisition and preservation of open space for the benefit of the public.

WHEREAS the Montezuma Land Conservancy has expressed an interest in entering into a conservation easement agreement with the Town of Dolores with these properties.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF DOLORES, THAT:

Section 1. The Board of Trustees hereby declare their intention to enter into an agreement with the Montezuma Land Conservancy to hold a conservation easement for all or a part of the real properties owned by the Town of Dolores along its northern corporate boundaries. The Trustees envision that the conservation easement would preserve these properties in perpetuity while allowing for certain public uses that benefit the Town and its citizens, such as but not limited to public access, preservation of views and habitat, and Town utilities and services.

Section 2. The Board of Trustees authorizes the Town Manager, Town Attorney and staff to enter into negotiations with the Montezuma Land Conservancy to prepare a draft of this conservation easement for the Trustees' consideration and to pursue available grants and funding to cover the costs of the easement. This resolution does not commit funds or obligate the Town to enter into a binding legal agreement.

Passed, adopted, and approved March 28, 2022.

THE BOARD OF TRUSTEES OF THE TOWN OF DOLORES:

By: _____, Mayor

Attest: _____, Town Clerk



Discussion and Possible Action

**Meeting Date: March 28, 2022
AGENDA DOCUMENTATION
ITEM**

TO: TOWN OF DOLORES MAYOR & TRUSTEES

**FROM: KEN CHARLES
INTERIM TOWN MANAGER**

**SUBJECT: DISCUSSION AND POSSIBLE ACTION CONCERNING RESOLUTION 476
SERIES 2022 APPROVING THE GRANT APPLICATION TO THE CDPHE-ACTIVE
PEOPLE, HEALTHY COLORADO PROGRAM**

PURPOSE AND BACKGROUND

The Colorado Department of Public Health & Environment (CDPHE) invites communities to apply for quick-win funding to purchase equipment that helps promote physical activity. This funding will help support local efforts to enhance activity-friendly routes connecting to everyday destinations like schools, jobs, food sources, parks, and recreation. Quick-wins are low-cost, locally driven projects designed to promote active transportation, increase safety, and enhance the streetscape through equipment or public art. Although these projects may be small or temporary, the intention is that the quick-win projects will promote physical activity participation and provide momentum toward or help implement policy change. Funding priority will be given to projects that help improve activity-friendly connections for lower-income populations, youth coalitions, or vulnerable road users, like older adults and people walking or bicycling.

This is a small grant program of up to a \$5,000 grant and due by April 1. In 2018 the town undertook a Playground community survey that primarily asked questions about the new playground. The single most often mentioned improvement project, other than questions regarding the children's playground, by the 634 survey participants, however, was adult exercise equipment. The town's residents and surrounding community members who frequent the park (many traveling from outlying areas on the regional Native American Reservations) have a strong need and interest in having the children's play area expanded into a multigenerational, physical fitness area. The Parks Committee thought this was an opportunity the town should take advantage of and request funds for two pieces of outdoor exercise equipment. If successful, the grant would allow the town to purchase and install the first two pieces of the adult exercise area.

FISCAL IMPACT

This is an unbudgeted for project, but there are no match requirements. Even so, match shows community support. We have chosen a rowing machine and stationary bike for a total expense of \$6,500. Our local Rotarians agreed to donate \$1,000 for the equipment. Installation costs are not eligible for grant funds so the town will pay for that, which we estimate to be \$650 for materials and \$1,115 for in-kind labor and machinery. The town would also be responsible for the exercise equipment costs over the \$6,000 grant and Rotary donation. That amount is estimated at \$500 + \$300 for shipping.

RECOMMENDATIONS

It is the recommendation of the town manager and Parks Committee that the mayor and trustees support and approve Resolution 476 approving the grant application to CDPHE and the commitment of town resources.



Attachments: Outdoor Fitness Equipment Brochure

420 Central Ave, P O Box 630 Dolores, CO, 81323
Ph. 970-882-7720 fax. 970-882-7466
[https:// townofdolores.colorado.gov](https://townofdolores.colorado.gov)

PARIS

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sales@peml.com

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ROWING MACHINE

Options:

In-Ground Mount: [78000007](#). Surface Mount: [78000007SM](#).

[RESOURCES](#)

OUTDOOR FITNESS EQUIPMENT

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Core

Lower Body

Upper Body

Signage

Sample Fitness Layouts

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UPRIGHT STATIONARY BIKE

Options:

In-Ground Mount: [78000037](#) Surface Mount: [78000037SM](#).

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OUTDOOR FITNESS EQUIPMENT

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Core

Lower Body

Upper Body

Signage

Sample Fitness Layouts

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**Town of Dolores
Resolution No R476
Series 2022**

**A RESOLUTION IN SUPPORT OF A GRANT APPLICATION TO THE CDPHE-
ACTIVE PEOPLE, HEALTHY COLORADO PROGRAM**

WHEREAS, the Town of Dolores has completed construction of a new playground in Joe Rowell Park with community support and with the assistance of numerous grants and,

WEHREAS, a community survey concerning the playground indicated strong support for adult exercise equipment in the park; and,

WHEREAS, the Town of Dolores now has the opportunity to apply for a grant from the Colorado Department of Public Health & Environment (CDPHE), Active People, Healthy Colorado Program to purchase adult exercise equipment that helps promote physical activity; and,

WHEREAS, the Town agrees that if grant funding is awarded, the Town is required to complete the project by implementing grant funding supported by matching funds estimated not to exceed \$2,000; and

WHEREAS, the Dolores Rotary Club has expressed an interest in making a donation to offset some of those costs;

WHEREAS, the Town understands that if grant funding is awarded, all funds received under the grant must be spent by the deadline to be determined in the grant contract; and

WHEREAS, the Board of Trustees desires to express its support for the grant application and is of the opinion that the Town staff should request grant funding.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF DOLORES, COLORADO:

Section 1. The Board of Trustees strongly supports the application to the Colorado Department of Public Health & Environment (CDPHE), Active People, Healthy Colorado Program, for a grant in an amount of \$5,000 for the purchase of adult exercise equipment, and if the grant is awarded, the Board of Trustees supports the purchase and installation of the equipment in Joe Rowell Park.

Section 2. The Board of Trustees represents and warrants that the Grant Application includes matching funds for which the Town is solely responsible to provide, and that the Town has appropriated or will appropriate such matching funds if the grant is awarded not to exceed \$2,000.

Section 3. The Town Manager is hereby authorized and directed to execute all documents and do all other things necessary on behalf of the Town to complete, execute, and submit the Grant Application;

Section 4. All action heretofore taken in furtherance of the purposes of the Grant Application are hereby ratified and confirmed.

Section 5. This Resolution shall be in full force and effect from and after the date of its passage and approval.

PASSED AND ADOPTED this 28th day of March 2022.

Mayor

ATTEST:

Town Clerk



Discussion and Possible Action

Meeting Date: March 28, 2022
AGENDA DOCUMENTATION
ITEM

TO: TOWN OF DOLORES MAYOR & TRUSTEES

FROM: KEN CHARLES
INTERIM TOWN MANAGER

SUBJECT: DISCUSSION AND POSSIBLE ACTION CONCERNING RESOLUTION 477 SERIES 2022 APPROVING THE GRANT APPLICATION TO THE DOLA- INNOVATIVE AFFORDABLE HOUSING STRATEGIES-PRELIMINARY PLANNING & ANALYSIS PROGRAM

PURPOSE AND BACKGROUND

DOLA is setting aside up to approximately \$250,000 from the Affordable Housing Development Incentives Grant Program to assist eligible Colorado municipalities and counties with funds to support preliminary planning and analysis work that is often needed to get an affordable housing development project ready to seek financing. Many communities and stakeholders have expressed a funding gap for this type of planning and analysis work, especially in rural areas or in small communities. Please see the attached fact sheet for more details or go to our website at <https://cdola.colorado.gov/1271>. **Applications are due April 1, 2022.** Eligible communities include local governments who have adopted at least three qualifying strategies as listed in HB21-127.

The Town of Dolores owns scattered vacant properties within the town and adjacent to the town that has utilities to the sites. Additionally, the Dolores School District owns vacant properties within the town with utilities to the site and they are potential partner. The town board is supportive of seeking a path forward to develop these properties for affordable housing he Town of Dolores set aside \$10,000 and is seeking \$10,000 from the DOLA.

Funds would be used for preliminary planning activities on one or more sites:

- Assessment of housing needs
- Site analysis, survey
- Schematic design
- Proforma budget and
- Next steps

For an affordable housing refresher go to the town's You Tube link under town board meetings, Town of Dolores Strategic Planning and watch the presentation by Paul Majors of the Telluride Foundation.

FISCAL IMPACT

If awarded the funds, the town would have \$20,000 to move forward on planning for a site(s).

RECOMMENDATIONS

It is the recommendation of the town manager that the mayor and trustees support and approve Resolution 477 approving the grant application to DOLA and the commitment of town resources.

**Town of Dolores
Resolution No R477
Series 2022**

**A RESOLUTION IN SUPPORT OF AN APPLICATION TO THE COLORADO
DEPARTMENT OF LOCAL AFFAIRS INNOVATIVE HOUSING STRATEGIES
PLANNING GRANT PROGRAM FOR THE CONDUCT OF A HOUSING STUDY FOR
THE TOWN OF DOLORES**

WHEREAS, the State of Colorado has recognized that housing affordability is one of the biggest issues facing the state by enacting House Bill 21-1271 that creates grant opportunities for local governments to address this issue; and

WHEREAS, the Town of Dolores (“Town”) has limited policy to address the issue of housing affordability and diverse housing choices in the Town; and

WHEREAS, the Town wishes to submit an application for the Department of Local Affairs Innovative Housing Strategies Planning Grant Program to conduct a housing study for the Town, which is anticipated to include a housing needs assessment, community input on key housing policy issues, establishment of goals to improve housing options and affordability, and the development of polices and regulatory options that the Town may consider to achieve such goals (the “Project”); and

WHEREAS, the Project will include and inform the Town’s, land use code, building code ordinance and comprehensive plan and ensuing policies and legislation; and

WHEREAS, the Town agrees that if grant funding is awarded, the Town is required to complete the Project by implementing grant funding supported by matching funds of a minimum of fifty percent (50%) of the total cost of the Project; and

WHEREAS, the Town understands that if grant funding is awarded, all funds received under the grant must be spent before June 30, 2024; and

WHEREAS, the Board of Trustees desires to express its support for the grant application and is of the opinion that the Town staff should request \$10,000 in grant funding.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF DOLORES, COLORADO:

Section 1. The Board of Trustees strongly supports the application to the Department of Local Affairs Innovative Housing Strategies Planning Grant Program, for a grant in the amount of \$10,000 (“Grant Application”), to assist in funding the preparation of a housing needs assessment and study (the “Project”), and if the grant is awarded, the Board of Trustees supports the Project’s completion.

Section 2. The Board of Trustees represents and warrants that the Grant Application includes matching funds for which the Town is solely responsible to provide, and that the Town

has appropriated or will appropriate such matching funds if the grant is awarded not to exceed \$10,000.

Section 3. In furtherance of its commitment to the Grant, the Board of Trustees has already, or commits to investigate the adoption of policies, resolutions or ordinances, including recent revisions to its Land Use Code and Building Codes ordinance currently under review, which will:

- a. Identify and develop a plan to use vacant publicly owned real property within the Town of Dolores for the development of affordable housing;
- b. The creation of a program to subsidize or otherwise reduce local development review or fees, including but not limited to building permit fees, planning waivers, and water and sewer tap fees, for affordable housing development;
- c. The creation of an expedited development review process for affordable housing aimed at households the annual income of which is at or below one hundred twenty percent of the area median income of households of that size in the county in which the housing is located;
- d. The creation of an expedited development review process for acquiring or repurposing underutilized commercial property that can be rezoned to include affordable housing units, including the preservation of existing affordable housing units;
- e. The establishment of a density bonus program to increase the construction of units that meet critical housing needs in the local community;
- f. With respect to water utility charges, the creation of processes to promote the use of sub-metering of utility charges for affordable housing projects and the creation of expertise in water utility matters dedicated to affordable housing projects;
- g. With respect to infrastructure, the creation of a dedicated funding source to subsidize infrastructure costs and associated fees related to publicly owned water, sanitary sewer, storm sewers, and roadways infrastructure;
- h. Granting duplexes, triplexes, or other appropriate multi-family housing options as a use by right in single-family residential zoning districts;
- i. The classification of a proposed affordable housing development as a use by right when it meets the building density and design standards of a given zoning district;
- j. Authorizing accessory dwelling units as a use by right on parcels in single family zoning districts that meet the safety and infrastructure capacity considerations of local governments;
- k. Allowing planned unit developments with integrated affordable housing units;
- l. Allowing the development of small square footage residential unit sizes;
- m. Lessened minimum parking requirements for new affordable housing developments.
- n. The creation of a land donation, land acquisition, or land banking program; and,
- o. An inclusionary zoning ordinance (per CRS 29-20-104(1)).

Section 4. The Board of Trustees represents and warrants that the Grant Application includes matching funds for which the Town is solely responsible to provide, and that the Town has appropriated or will appropriate such matching funds if the grant is awarded.

Section 5. The Mayor, Town Manager, Town Clerk, and staff are hereby authorized and directed to execute all documents and do all other things necessary on behalf of the Town to complete, execute, and submit the Grant Application.

Section 6. All action heretofore taken in furtherance of the purposes of the Grant Application are hereby ratified and confirmed.

Section 7. This Resolution shall be in full force and effect from and after the date of its passage and approval.

Section 8. This Resolution is intended to repeal and replace Resolution R-457, Series 2021 adopted on October 29, 2021.

PASSED AND ADOPTED this 28th day of March 2022.

Mayor

ATTEST:

Town Clerk