



The Town of Eagle

Box 609 • Eagle, Colorado 81631
(970) 328-6354 • Fax 328-5203

Meetings:
2nd and 4th Tuesdays

**Town Board of Trustees
Tuesday, March 8, 2016**

**Public Meeting Room / Eagle Town Hall
200 Broadway
Eagle, CO**

*This agenda and the meetings can be viewed at www.townofeagle.org.
Meetings are also aired online at <https://vimeo.com/channels/townofeagle/>.*

6:00 PM – REGULAR MEETING CALLED TO ORDER

PUBLIC COMMENT

Citizens are invited to comment on any item not on the Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person per topic, unless arrangements have been made for a presentation with the Town Clerk.

PRESENTATIONS

1. Proclamation One Book One Valley – Lori Barnes, Vail Public Library

CONSENT AGENDA *Consent agenda items are routine town business, items which have received clear direction previously from the board, final land use file documents after the public hearing has been closed, or which do not require board deliberation.*

1. Minutes February 23, 2016
2. Bill Paying and Payroll February 2016

DISCUSSION, DECISIONS OR DIRECTION REQUESTED

1. Community Request Hero Classic/Speak Up Reach Out – (Erin Ivie) *Request is being made for \$250 donation/sponsorship for event to be held on March 19th in Vail.*

STAFF UPDATES

1. Factual Summary of Estimated Operation & Maintenance Costs and Estimated Visitation & Related Revenue for the Eagle River Park (Tom Boni and Matt Farrar)
2. Codification Contract Update (Jenny Rakow)
3. Public Works Project Updates
4. Information Center Update (*Note: Glenwood Canyon closure*)

FUTURE AGENDA ITEMS

ADJOURN

I hereby certify that the above Notice of Meeting was posted by me in the designated location at least 24 hours prior to said meeting.



Jenny Rakow, CMC
Town Clerk

OFFICIAL PROCLAMATION

ONE BOOK, ONE VALLEY, 2016

A Valley-wide reading program sponsored by the

Towns of Avon, Eagle, Gypsum, Minturn, Red Cliff and Vail

WHEREAS, community-read programs have united and uplifted hundreds of cities and principalities throughout the United States of America; and,

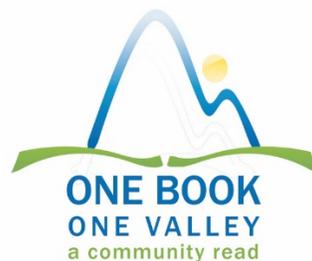
WHEREAS, the book “We Are Called to Rise” by Laura McBride (writer, community college teacher and graduate of Yale who resides in Las Vegas, NV) is McBride’s first novel and was partially completed during her residency at Yaddo; and,

WHEREAS, this Eagle Valley community read will feature book talks & discussions, film showings, special related programs such as a writing workshop, art programs, letter writing class and stress management seminar hosted by the partnering organizations, and a special guest appearance by the author; and,

WHEREAS, the Vail Public Library, in collaboration with the Eagle Valley Library District, Colorado Mountain College, and the Bookworm of Edwards have resolved to bring this valley-wide reading program to the citizens of Eagle County; and,

WHEREAS, the One Book, One Valley initiative will encourage literacy and shared enjoyment of reading throughout Eagle County,

NOW, THEREFORE, we, Yuri Kostick, Mayor, Town of Eagle, Anne McKibbin, Mayor Pro Tem, Town of Eagle, Sarah Baker, Trustee, Town of Eagle, Doug Seabury, Trustee, Town of Eagle, Kevin Brubeck, Trustee, Town of Eagle; Geoff Grimmer do hereby promote the One Book, One Valley initiative and officially announce and promote the novel “We Are Called to Rise” to all Eagle County residents for their enjoyment and the enjoyment of all.





The Town of Eagle

Box 609 • Eagle, Colorado 81631
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Meetings:
2nd and 4th Tuesdays

MINUTES Town Board of Trustees Tuesday, February 23, 2016 6:00 P.M.

**Public Meeting Room / Eagle Town Hall
200 Broadway
Eagle, CO**

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This meeting is recorded and a CD will become part of the permanent record of the minutes. The following is a condensed version of the proceedings as written by Angela Haskins.

PRESENT	STAFF
Anne McKibbin, Mayor Pro Tem	Jenny Rakow, Interim Town Manager/Town Clerk
Sarah Baker	Tom Boni, Town Planner
Kevin Brubeck	Matt Farrar, Assistant Town Planner
Andy Jessen	Deron Dirksen, Assistant Engineer
Doug Seabury	Kevin Sharkey, Assistant Engineer

6:00 PM – REGULAR MEETING CALLED TO ORDER

Mayor Pro Tem McKibbin called the meeting to order at 6:00 p.m.

PUBLIC COMMENT

Citizens are invited to comment on any item not on the Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person per topic, unless arrangements have been made for a presentation with the Town Clerk.

Angela Nelson addressed the Board regarding her concern with Eagle County Animal Control. Requested assistance in finding out if they are discontinuing their status of a “no kill” shelter. Angela was requested to continue to reach out to Eagle County since that is a County facility and program. Mayor Pro Tem McKibbin stated she would attempt to reach Eagle County regarding this topic.

Jamie Harrison thanked the town board for their support of the Porchlight Players Community Theater group.

PRESENTATIONS

60% In-Stream & Riverbank Design Presentation by S20 Design – Dan Woolley was present for this item and stated this is a 60% check-in on the in-stream and riverbank design process. Dan provided the board and audience with a

modeling presentation showing the modifications in 3D, which included water features. Questions surrounding beach locations, access, spectator viewing, bypass feature, sediment containment, target flow level activities and flooding capacity were discussed. 3D hydrological model as an additional analysis of the water flow was noted as an option to better guarantee features and design. Adding features to the park that “no one else has” was discussed and S2O welcomes comments and ideas during the design process.

ECO Trails Grant Update (*Ellie Caryl and Tom Boni – letter for Mayor to sign to show support*) – Tom Boni provided introduction regarding request for a letter of support from Town of Eagle for this project. Ellie offered additional background regarding project and proposed outcome of this trail extension from East Eagle to Horn Ranch. If grant is received initial construction could begin in 2017.

Mayor Pro Tem McKibbin indicated her firm works on geological studies for ECO Trails, but they did not work on this project.

MOTION: Trustee Brubeck motioned to direct Mayor to sign letter of support to GOCO for the ECO Trails Grant. Trustee Jessen seconded. Motion PASSED unanimously.

CONSENT AGENDA *Consent agenda items are routine town business, items which have received clear direction previously from the board, final land use file documents after the public hearing has been closed, or which do not require board deliberation.*

Minutes February 23, 2016

MOTION: Trustee Baker motioned to approve the Consent Agenda. Trustee Jessen seconded. Motion PASSED unanimously.

DISCUSSION, DECISIONS OR DIRECTION REQUESTED

IGA for Plan4Health Project – (*Kris Valdez Eagle County*) – Kris Valdez was present for this item and provided audience and town board with slide show regarding the \$5,000 grant they received for Eagle County. In order to receive the funds the Town of Eagle is asked to enter into an Intergovernmental Agreement with Eagle County.

MOTION: Trustee Baker motioned to enter into Intergovernmental Agreement with Eagle County for the Plan4Health Project and directed the Mayor to sign. Trustee Jessen seconded. Motion PASSED unanimously.

Resolution 15-2016 A Resolution Of The Board Of Trustees Of The Town Of Eagle, Colorado Supporting A Of Ballot Issue To Fund The Construction Of A Town Riverfront Park And To Improve Exiting Town Parks And Paved Paths.

MOTION: Trustee Jessen motioned to approve Resolution 15-2016. Trustee Brubeck seconded. Motion PASSED unanimously.

MEAC Appointments – Doug Seabury stated that MEAC is fortunate to have its members and that they are highly functioning committee. Looking forward to 2016 and reviewing the process and criteria for considering future events.

MOTION: Trustee Baker motioned to approve the MEAC appointments as recommended: Two Year Terms: Lonnie Leto, Taylor Slauch, Joe O’Malley and Yuri Kostick. One Year Term: Erin Seabury. Trustee Jessen seconded. Motion PASSED unanimously.

EXECUTIVE SESSION Pursuant to C.R.S. §24-6-402(4)(b) to hold a conference with the Town’s attorney to receive legal advice on specific legal questions.

This executive session was deemed not necessary. Tom Boni stated he received letter from CDOT local manager Tim Woodmansee withdrawing CDOT’s petition for annexation. This will enable the Town to pursue alternate means to securing devolution. A proposed meeting is being held on Monday with CDOT, Town Staff and Sarah Baker from the Board to discuss our next steps.

No action is required on the Land Use Annexation File or Proposed Resolutions and Ordinances that were on this evenings Agenda.

LAND USE

1. Project:	Second Street Suites Hotel
File #:	DR15-05
Applicant:	Daniel Ritsch (Wall Street Family Partners, LLC)
Location:	120 Second Street & 214 Wall Street
Staff Contact:	Tom Boni (Town Planner)
Request:	Major Development Plan review of a 23-unit boutique hotel. <i>Applicant requests continuance to the March 22, 2016 Town Board Meeting.</i>

2. Project:	Second Street Suites Hotel
File #:	MS15-02
Applicant:	Daniel Ritsch (Wall Street Family Partners, LLC)
Location:	120 Second Street & 214 Wall Street
Staff Contact:	Tom Boni (Town Planner)
Request:	Minor Subdivision to consolidate two tax lots into one larger lot. <i>Applicant requests continuance to the March 22, 2016 Town Board Meeting.</i>

MOTION: Trustee Brubeck motioned to continue File# DR15-05 and MS15-02 to the March 22, 2016 Town Board Meeting. Trustee Jessen seconded. Motion PASSED unanimously.

3. Project:	Boyz Toyz
Applicant:	Gary Ratkowski
Location:	432 Grand Avenue
Staff Contact:	Tom Boni (Town Planner)
Request:	Complaint Regarding Special Use

Tom Boni stated Mr. Ratkowski would not be present for tonight’s meeting and staff preference is to reschedule when applicant can appear. Town Board gave direction that if Special Use is desired to be changed or updated, applicant should address with Planning Commission first to ensure the process goes through correct process. Board felt Planning Commission recommendations are standard for them to consider.

STAFF UPDATES

Tom Boni and Matt Farrar presented the Board with their Memo on phasing of River Park project. Board felt it was premature to decide on specifics of park amenities. Priority will be in stream, river bank improvements and the trail connector. The remainder will be public process and new Recreation Committee will be integral in gathering those priorities. Eagle County was also requested to be part of the discussion.

Town Manager Update- Jenny Rakow updated the Board on meeting with consultants. Field of candidates has been narrowed down to six. Next step is to schedule committee to meet with consultants on the interview process and structure. Candidates will be contacted and notified of interview schedule planned for March 3rd and 4th. Board requested to have candidates at the Eagle 20/20 hosted by the Chamber if possible.

Sales Tax 2015- Town Board reviewed the numbers provided. Clerk indicated desire to bring narrative to numbers for more usefulness in decision making and as a barometer for Town activity.

Administrative Liquor License Approvals – no board comments.

EXECUTIVE SESSION Pursuant to C.R.S. §24-6-402(4)(f) to consider personnel matters.

It was determined this executive session was no necessary. Clerk updated Board on progress staff is making with consultant on review of HR Policies. A plan and proposals are forthcoming.

FUTURE AGENDA ITEMS

Fire District Meet and Greet with their candidates.

ADJOURN

MOTION: Mayor Pro Tem McKibbin motioned to adjourn. Trustee Seabury seconded. Motion PASSED unanimously.

Date

Anne McKibbin, Mayor Pro Tem

Jenny Rakow, CMC Town Clerk

**TOWN OF EAGLE, BILL SCHEDULE
FEBRUARY 2016
GENERAL FUND**

Administration	Account	Amount
Bruce Kusske	Utility Refund	\$ 24.38
Galvin, Roy & Julia	Utility Refund	6.25
Gianneschi, Matthew	Utility Refund	72.86
M&M Mortgage Service	Utility Refund	1.71
Nelson, Andrew	Utility Refund	9.49
Peel, David	Utility Refund	269.74
Tarpey, Greg	Utility Refund	108.33
Eagle County Clerk & Recorder	Other Prepaid Expenses	500.00
Assurant	LTD Insurance	1,494.75
Meritain Health	Health Insurance	52,254.35
MetLife	Vision Insurance	518.16
Vinci Law Office	Misc Deduction Garnishment	2,092.10
Pinnacol	Workers Comp Insurance	1,941.30
Meritain Health	Health Insurance	4,219.42
Red Canyon Café, Nozawa	Election Expense	39.20
Fleet Services	Gas & Oil	70.83
Caselle	Supplies-Equipment	2,950.00
US Post Office	Communication & Transportation	24.55
Colorado Chapter of ICC	Dues & Subscriptions	30.00
Costco	Dues	108.19
I-70 Coalition	Dues	1,758.00
NW Colo Council of Governments	Dues	4,266.00
Urban Land Institute	Dues	220.00
Century Link	Utilities	992.34
Verizon Wireless	Utilities	188.78
Chase Paymentech	Credit Card Transactions	596.46
Xpress Bill Pay	Credit Card Transactions	392.50
Colorado Mtn News Media	Reimbursable	44.88
Copy Plus	Reimbursable	(61.50)
Sands Law Office	Legal Reimbursable	1,536.50
Sands Law Office	Legal	5,950.08
Safebuilt	Inspection Services	1,586.63
linkedin.com	Town Manager Search	199.00
Caselle	Computer Support	695.67
Microsoft	Computer Support	241.00
Softmart Government Services	Computer Support	392.90
Lewan Technology	Copier Contract	95.77
US Bank Equipment	Copier Contract	591.74
Vail Valley Partnership	Board Special Funding	6,500.00
Cirsa	Pavilion Insurance	214.50
Porchlight Players	Community Requests	500.00
Yeik, Mary Lou	Community Requests	1,000.00
Total Administration		\$ 94,636.86

Streets		
Pinnacol	Workers Comp Insurance	\$ 15,697.13
Meritain Health	Health Insurance	3,402.58
Amazon Marketplace	Office Supplies	393.00
Copy Plus	Office Supplies	11.85
Sandy's Office Supply	Office Supplies	40.96
Springer, Angie	Office Supplies	56.11
Supply Works	Office Supplies	138.99
Zee Medical	Office Supplies	175.29
Wylaco Supply	Operating Supplies	45.15
Airgas	R&M Supplies	132.73
Alpine Lumber	R&M Supplies	29.71
G&S Tool Clinic	R&M Supplies	40.99
Lawson Products	R&M Supplies	274.99
Mountain Communications	R&M Supplies	29.75
Oldcastle SW Group	R&M Supplies	5,837.12
Wear Parts & Equipment	R&M Supplies	417.08
Wylaco Supply	R&M Supplies	53.39
Century Equipment	Vehicle R&M Supplies	347.66
Collett Enterprises	Vehicle R&M Supplies	183.75
Honnen Equipment	Vehicle R&M Supplies	1,360.07
John Deere Financial	Vehicle R&M Supplies	328.52
MacDonald Equipment	Vehicle R&M Supplies	226.80
McCandless Truck Center	Vehicle R&M Supplies	556.73
PST Enterprises	Vehicle R&M Supplies	988.56
SKM Services	Vehicle R&M Supplies	536.00
Wylaco Supply	Vehicle R&M Supplies	604.00
Fleet Services	Gas & Oil	1,129.14
United Repro Supply Inc	Supplies-Equipment	4,894.00
Century Equipment	Communication & Transportation	65.73
Honnen Equipment	Communication & Transportation	28.17
John Deere Financial	Communication & Transportation	10.00
Lawson Products	Communication & Transportation	27.73
MacDonald Equipment	Communication & Transportation	13.94
McCandless Truck Center	Communication & Transportation	121.42
Century Link	Utilities	605.25
Holy Cross Energy	Utilities	4,933.29
Source Gas	Utilities	5,436.76
Verizon Wireless	Cell Phones	427.06
IMS Infrastructure Management	Pavement Management Study	6,659.50
G&S Tool Clinic	R&M Labor	46.80
Mountain Communications	R&M Labor	157.50
SKM Services	R&M Labor	351.25
Microsoft	Computer Support	120.00
Softmart Government Services	Computer Support	235.74
Brush Creek Landscaping	Tree Management	910.00
Doctors on Call	CDL Testing	85.00
Total Streets		\$ 58,167.19

Public Safety		
Pinnacol	Workers Comp Insurance	\$ 19,056.10
Meritain Health	Health Insurance	6,235.32
Copy Plus	Office Supplies	2.75
Vista Print	Office Supplies	19.73
5.11 Tactical, Nextgen Wireless	Operating Expense	495.92
Chema Tox	Operating Supplies	410.40
Colorado Dept of Agriculture	Operating Supplies	45.00
Eagle Embroidery	Operating Expense	60.00
Law Enforcement Resource Center	Operating Supplies	54.00
Neena's Custom Sewing	Operating Expense	15.00
Town of Minturn	Operating Expense	800.00
Discount Tire	Vehicle R&M Supplies	358.00
Olesen Automotive	R&M Supplies	405.00
Fleet Services	Gas & Oil	1,116.04
High Country Workplace	Equipment	100.00
Federal Express	Communication & Transportation	18.63
High Country Workplace	Communication & Transportation	12.00
Law Enforcement Resource Center	Communication & Transportation	14.65
US Post Office	Communication & Transportation	8.99
Vista Print, 5.11 Tactical	Communication & Transportation	17.05
Colo Mtn News Media	Legal Notice	59.00
ALERT/SAM	Dues & Subscriptions	80.00
Co Law Enforcement Firearms Inst.	Dues & Subscriptions	25.00
IACP	Dues & Subscriptions	150.00
IAPE	Dues & Subscriptions	50.00
Century Link	Utilities	442.55
Vail.Net-Colorado.Net	Utilities	118.57
Verizon Wireless	Cell Phones	382.04
Sands Law Office	Legal	1,038.00
Discount Tire	Vehicle R&M Service	64.00
High Country Workplace	R&M Call Routing	125.00
Olesen Automotive	R&M Labor	315.00
Microsoft	Computer Support	70.00
Calibre Press	Training	209.00
CDAC	Tuition	450.00
Colo Assn Chiefs of Police	Training	180.61
Harper, Brett	Tuition Reimbursement	945.00
Public Agency Training	Training	295.00
Eagle County Animal Control	Animal Control	1,600.00
Mind Springs Health	Detox Center	2,047.50
High Country Copiers	Contract Payments	109.52
Town of Vail	Dispatch Services	141,188.02
Lexipol	Lexipol	950.00
Total Public Safety		\$ 180,138.39

Building & Grounds

Pinnacol	Workers Comp Insurance	\$	8,062.98
Meritain Health	Health Insurance		1,700.54
Alpine Lumber	R&M Supplies		197.17
Grainger	R&M Supplies		289.20
Grand Junction Pipe	R&M Supplies		58.74
HD Supply	R&M Supplies		329.54
Home Depot	R&M Supplies		183.13
Paint Bucket	R&M Supplies		12.59
Pet Pick Ups	R&M Supplies		600.00
Skyline Mechanical	R&M Supplies		935.00
Wylaco Supply	R&M Supplies		(493.30)
G&S Tool Clinic	Vehicle R&M Supplies		8.80
PST Enterprises	Vehicle R&M Supplies		217.96
Fleet Services	Gas & Oil		585.77
Western Slope Trailer Sales	Supplies-Equipment		2,150.00
Sno-White Linen	Janitorial Supplies		138.01
Supply Works	Janitorial Supplies		579.11
Pet Pick Ups	Communication & Transportation		95.60
Century Link	Utilities		119.79
Holy Cross Energy	Utilities		10,405.60
Source Gas	Utilities		4,228.84
Eagle Ranch Metro District	Irrigation Service Agreement		4,488.21
JerryMaster	Janitorial Services		2,158.00
Orkin	R&M Service		557.56
Service Master	R&M Labor		325.00
Skyline Mechanical	R&M Labor		550.00
Superior Alarm & Electronics	R&M Labor		851.00
Vail Honeywagon	R&M Labor		114.00
Vail Honeywagon	R&M Labor		114.00
Microsoft	Computer Support		31.00
Total Buildings and Grounds		\$	39,593.84

Information Center

Pinnacol	Workers Comp Insurance	\$	78.14
Costco	Operating Supplies		37.47
Staples	Operating Supplies		86.89
Colorado Candy Kitchen	Supplies for Resale		283.30
Costco	Supplies for Resale		50.65
Mike Luark	Supplies for Resale		480.00
Becky Iglehart	Supplies for Consignment		18.75
Carol Ann Rasmussen	Supplies for Consignment		25.50
Carol Broere	Supplies for Consignment		12.60
Casa Tinduk Erica Duke	Supplies for Consignment		22.50
Cynthia Lepthien	Supplies for Consignment		1.50
Derived From Nature	Supplies for Consignment		22.80
Eagle County Historical Society	Supplies for Consignment		156.56
Jim Salcke	Supplies for Consignment		19.88
John Oliphant	Supplies for Consignment		55.50

Jubois Company	Supplies for Consignment	22.40
Michele Sanders	Supplies for Consignment	10.50
Nature's Details	Supplies for Consignment	199.20
New Song Corporation	Supplies for Consignment	96.00
Pamela Saden	Supplies for Consignment	331.09
Pocadot	Supplies for Consignment	85.15
Sam Williams	Supplies for Consignment	4.50
Sandy Houghton	Supplies for Consignment	24.00
Suzie White	Supplies for Consignment	16.80
Teresa Hauser	Supplies for Consignment	27.00
Colo Dept of Revenue	Sales Tax	510.00
Scott R Willoughby	Communications	2,500.00
Staples	Communication & Transportation	2.52
Century Link	Utilities	312.77
Microsoft	Computer Support	7.00
Total Information Center		\$ 5,500.97

Marketing

Pinnacol	Workers Comp Insurance	\$ 742.12
Meritain Health	Health Insurance	566.85
OfficeFurniture.com	Equipment	1,148.00
Bicycle Colorado	Dues	30.00
Microsoft	Computer Support	17.00
Further Faster Media	Media	4,096.32
Miles Marketing Destinations	Media	995.00
Cassidy, Amy	Travel Expense	165.08
Flywheel	Marketing Website	15.00
CS Media	Town Marketing	480.73
Signature Signs	Misc Marketing	496.40
Bicycle Colorado, EB the Assembly	Training	730.00
10th Mtn Roller Dolls	Events	500.00
Vail Valley Soccer Club	Events	5,000.00
Total Marketing		\$ 14,982.50

TOTAL ADMINISTRATION **\$ 393,019.75**

WASTEWATER FUND

Pinnacol	Workers Comp Insurance	\$ 3,377.95
Meritain Health	Health Insurance	1,133.69
Western Slope Supplies	Office Supplies	47.90
Polydyne	Operating Supplies	10,856.00
USA Bluebook	Operating Supplies	208.80
Water Technology Group	Operating Supplies	4,132.84
Hach	R&M Supplies	547.00
Water Technology Group	R&M Supplies	18,303.47
Fleet Services	Gas & Oil	220.93
Wylaco Supply	Supplies-Equipment	22.80
Copy Plus	Communication & Transportation	63.52
Federal Express	Communication & Transportation	194.80

USA Bluebook	Communication & Transportation	18.96
Century Link	Utilities	467.12
Holy Cross Energy	Utilities	10,472.54
Source Gas	Utilities	12,759.71
Veris Environmental	Sludge Disposal	2,936.86
Hach	R&M Service	2,063.20
Kone Cranes	R&M Service	825.00
Water Technology Group	R&M Labor	4,238.00
Microsoft	Computer Support	31.00
Accutest	Testing & Permits	926.50
Eagle River Water & Sanitation Dist	Testing & Permits	3,985.00
Seacrest Group	Testing	1,015.00
Wells Fargo Bank	2007 Loan Principal	281,424.00
Wells Fargo Bank	Interest Debt Service	143,143.47
Wells Fargo Bank	Admin Fee Debt Service	46,023.64
TOTAL WASTEWATER FUND		\$ 549,439.70

WATER FUND

Pinnacol	Workers Comp Insurance	\$ 8,151.77
Eagle Valley Medical Center	Health Insurance	25.00
Meritain Health	Health Insurance	2,834.23
DPC Industries	Operating Supplies	190.00
Hach	Operating Supplies	39.35
HD Supply	Operating Supplies	99.96
Kubwater	Operating Supplies	5,917.03
Grand Junction Pipe	R&M Supplies	557.13
Hach	R&M Supplies	1,450.00
Municipal Treatment Equipment	R&M Supplies	1,758.24
PST Enterprises	Vehicle R&M Supplies	31.09
Fleet Services	Gas & Oil	201.16
Federal Express	Communication & Transportation	8.09
Grand Junction Pipe	Communication & Transportation	15.10
Hach	Communication & Transportation	66.39
HD Supply	Communication & Transportation	12.05
Kubwater	Communication & Transportation	347.33
Municipal Treatment Equipment	Communication & Transportation	18.00
US Post Office	Postage Water Bills	569.65
NW Colo Council of Governments	Dues	1,750.00
Amerigas	Utilities	6,782.49
Century Link	Utilities	1,988.42
FerrellGas	Utilities	658.91
Holy Cross Energy	Utilities	14,132.11
Garfield & Hecht	Reimbursable	952.50
Garfield & Hecht	Legal	(157.50)
Resource Engineering	Engineering Reimbursable	2,525.50
Resource Engineering	Engineering	320.00
Eagle River Water & Sanitation Dist	Testing & Permits	300.00
Browns Hill Engineering	Computer Support	2,972.00
Microsoft	Computer Support	31.00

US Bank Equipment	Copier Contract	295.86
Eagle County	Brush Creek Main Replacement	75.00
Eagle County Solid Waste	Brush Creek Main Replacement	400.00
Instrument & Supply West	Brush Creek Main Replacement	3,390.61
Deron Dirksen	Down Town Water Replacement	19.50
Underground Utility Locating	Water Line Replacement	435.09
TOTAL WATER FUND		\$ 59,163.06
CAPITAL IMPROVEMENTS		
Reilly, Dave	Use Tax Refund	\$ 1,060.83
Contract One	Bus Shelters	37,773.10
Colorado Mtn News Media	Grand Avenue Planning	1,950.48
Heritage Title Company	Grand Avenue Planning	100.00
Kipp Land Surveying	Grand Avenue Planning	4,355.00
United Rentals	Bull Pasture Path	74.16
TOTAL CAPITAL IMPROVEMENTS		\$ 45,313.57
REFUSE FUND		
Vail Honeywagon	Contract Service	\$ 44,527.88
TOTAL REFUSE FUND		\$ 44,527.88
OPEN SPACE FUND		
Pinnacol	Workers Comp Insurance	\$ 1,162.51
Microsoft	Computer Support	17.00
Chase Wildlife	Weed & Pest	6,600.00
Eagle Valley Land Trust	Acquisitions	5,000.00
TOTAL OPEN SPACE FUND		\$ 12,779.51
TOTAL BILL SCHEDULE		\$ 1,104,243.47
TOTAL PAYROLL		\$ 216,800.86
TOTAL		\$ 1,321,044.33

TOWN OF EAGLE PAYROLL - FEBRUARY 2016

TITLE	GROSS AMOUNT
Building Official	\$ 2,931.17 2,931.17
Administrative Assistant	1,614.58 1,614.59
Town Planner	3,483.48 3,286.30
Open Space Coordinator	1,479.93 1,319.94
Assistant Town Planner	2,463.04 2,251.85
Marketing & Events Coordinator	2,100.00 2,100.00
Finance Director	3,028.85 3,284.40
Town Clerk	3,153.85 3,153.85
Town Board Trustee	250.00
Mayor	400.00
Town Board Trustee	250.00
Town Board Trustee	250.00
Town Board Trusteee	250.00
Town Board Trustee	250.00
Town Board Trustee	250.00
Shop Crew Leader	2,414.89 2,505.46

Administrative Technician	\$	1,938.78
		1,938.78
Assistant Engineer		3,284.27
		3,123.23
Maintenance Worker		1,817.04
		1,933.52
Maintenance Worker		2,540.30
		2,112.73
Assistant Engineer		3,621.33
		3,485.71
Public Works Inspector		2,295.98
		2,295.98
Streets		3,083.33
		2,496.74
Public Works Secretary		1,617.89
		1,617.89
Streets		1,989.96
		1,730.40
Streets		1,568.00
		1,668.60
Municipal Court Judge		600.00
Police Secretary/Court Clerk		1,814.72
		1,814.72
Sergeant		2,559.38
		3,399.88
Police Officer		1,941.11
		2,283.66
Lieutenant		2,886.39
		3,003.65
Sergeant		2,457.44
		2,434.62

Police Chief	\$	3,307.70	3,307.70
Patrol Officer		3,095.54	2,571.59
Patrol Officer		2,028.84	3,074.98
Patrol Officer		1,942.30	1,468.87
Patrol Officer		2,069.73	3,061.54
Patrol Officer		3,564.39	3,386.25
Buildings/Grounds Supervisor		541.42	2,312.52
			2,312.52
Buildings/Grounds Worker		1,879.70	1,879.70
Buildings/Grounds Worker		2,092.76	2,171.24
Information Center		643.50	459.00
Information Center		490.00	549.50
Information Center		479.50	532.00
Information Center		479.50	651.00
Public Works		2,480.00	2,573.00
Public Works		2,199.96	2,529.95

Public Works Foreman	\$	3,158.20
		3,434.54
Public Works Director		4,139.34
		4,139.34
FICA Taxes	\$	14,793.65
Retirement		9,713.05
TOTAL JANUARY 2016 PAYROLL	\$	216,800.86



The Town of Eagle

Box 609 • Eagle, Colorado 81631
(970) 328-6354 • Fax 328-5203

Meetings:
2nd and 4th Tuesdays

March 1, 2016

Memo to: Jenny Rakow
Town Board of Trustees
From: Amy Cassidy
Marketing & Events Director
Re: HERO Classic Community Request

Please see the attached Community Request for the HERO Classic, scheduled to take place at Dobson Ice Arena in Vail, Colorado on Saturday, March 19, 2016. The event organizing committee is seeking a Town of Eagle Community Request in the amount of \$250.00.

The remaining contingency in the Community Request Fund for 2016 is \$1,750.00.



The Town of Eagle

Box 609 • Eagle, Colorado 81631
(970) 328-6354 • Fax 328-5203

Meetings:
2nd and 4th Tuesdays

COMMUNITY REQUEST APPLICATION

Budget Year 2016 Date Request Submitted 3.1.16

Name of Group or Organization: HERO CLASSIC / SpeakUp ReachOut / ECERF

Mailing Address: 70 Box 5913 Eagle CO 81631

Contact Name: Chris Dick / Erin Ivie Phone: 970-748-4410

Is organization a registered non-profit? Yes No

Amount Requested \$ 250⁰⁰

Describe request or event (Use an addendum as necessary) _____

please see attached sponsor packet

Many of Eagle County's Emergency Responders live in Eagle.

Provide, as an addendum, this year's budget and next year's proposed budget listing all revenue sources and expenses by program

This information is unknown at this time.

Expected Expenses \$5000

Expected Revenue \$30,000

Much of our up front costs have been covered by in-kind grants.

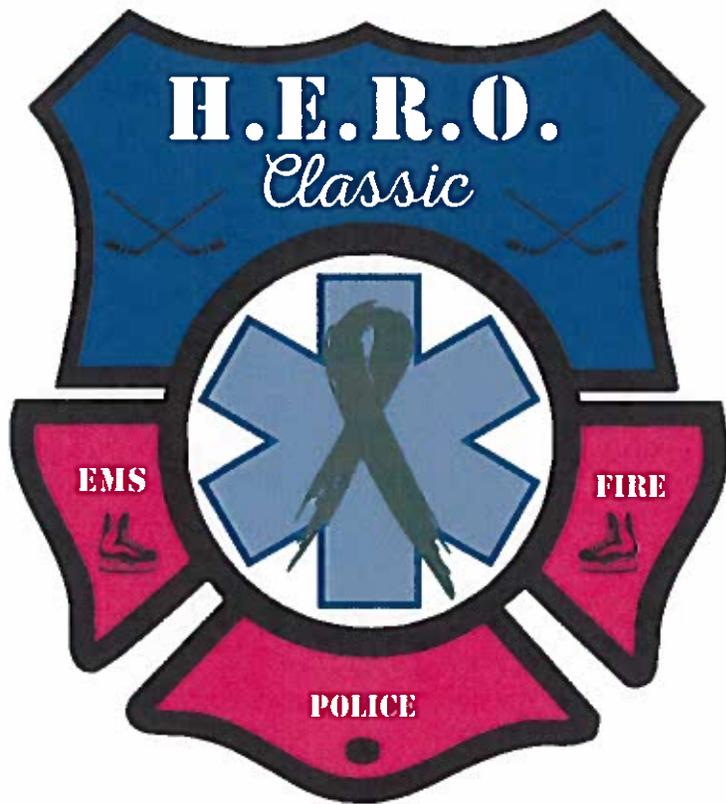
What activity is the request primarily for?

- Athletic or Recreation hockey
- Environmental _____
- Cultural _____
- Educational _____
- Other mental health / 1st responders

What age group(s) are primary beneficiaries? all (family event)

How many participants? 750-1000

How many Eagle residents are participants? unknown but anticipate 35%



Proceeds
Benefit:



Hockey Enables Reaching Out

Eagle County Emergency Responders
vs.

Pitkin County Emergency Responders

March 19, 2016

5-10pm ♦ Dobson Ice Arena Vail, CO

Hockey Game ♦ Live Music ♦ Prize Drawings
Contests ♦ Silent Auction and More

Visit www.speakupreachout.org for tickets.

\$10 per person-\$40 Family Pass (up to 5 people)- \$45 VIP tickets

Thank you to our Presenting Sponsors:





H.E.R.O Classic First Responders Hockey Game

**Eagle County First Responders
vs.
Pitkin County First Responders**

**March 19, 2016
Dobson Ice Arena – Vail, CO
5:00-10:00pm**

Platinum Sponsor
Donate \$1000 or More

Thank Yous Include:

- The opportunity to support The H.E.R.O Classic and two local non-profit organizations dedicated to mental health and first responder support.
- A tax deductible donation & donation receipt
- Opportunity to share promotional item with attendees and players.
- Your company recognized in announcements at event.
- 8 general admission tickets to the event.
- Booth space to promote your business the day of event.
- Sign at event listing your company as an event sponsor (to be provided by sponsor).
- One onsite Working Minds training for your company's employees.

Gold Sponsor
Donate \$500-\$999

Thank Yous Include:

- The opportunity to support The H.E.R.O Classic and two local non-profit organizations dedicated to mental health and first responder support.
- A tax deductible donation & donation receipt
- Opportunity to share promotional item with players and attendees.
- 5 general admission tickets to the event.
- Your company's name, logo and contact info listed on day of event poster.
- Your company recognized in announcements at event.
- Sign at event listing your company as an event sponsor (to be provided by sponsor).

**H.E.R.O CLASSIC
2016 SPONSORSHIP AGREEMENT**

Please Print

We authorize HERO Classic to include our corporate name and logo on all HERO Classic materials consistent with our sponsorship selection and publication dates.

Company: _____

Mailing Address: _____

City: _____ **State:** _____ **Zip:** _____

Contact Person: _____

Phone: _____ **Email:** _____

Select Sponsorship Level:

- Platinum Level Sponsor** | Donate \$1,000 or More
- Gold Level Sponsor** | Donate \$500-\$999
- Silver Level Sponsor** | Donate \$250-\$499
- Bronze Level Sponsor** | Donate \$50 - \$249
- In Memory Of...** | \$ _____
- Silent Auction Item**

Donation Amount: \$ _____

Authorized Signature: _____ **Date:** _____

Donation Via:

- Enclosed Check
- Invoice Required to Process Payment
- Credit Card: AMEX Mastercard Visa Discover

CARD NO. _____

EXP. DATE: _____ CODE: _____ BILLING ZIP: _____

In Kind Donation Fair Market Value: _____

Donation Description: _____

Agreement and Logo Due by March 1, 2016

Please Mail or Email Agreement, Logo and Payment To:
SpeakUp ReachOut, PO Box 5913, Eagle, CO 81631
info@speakupreachout.org

Thank You for Your Generous Support!
You are helping save lives in your community. Thank you!



The Town of Eagle

Box 609 • Eagle, Colorado 81631
(970) 328-6354 • Fax 328-5203

Meetings:
2nd and 4th Tuesdays

MEMORANDUM

TO: Board of Trustees
FROM: Tom Boni (Town Planner) & Matt Farrar (Assistant Town Planner)
SUBJECT: Factual Summary of Estimates for the Operation & Maintenance Costs and the Visitation & Related Revenues for the Eagle River Park
DATE: March 8, 2016

Trustees-

Attached is a factual summary of estimates for the operation & maintenance costs and visitation & related revenues for the Eagle River Park. These estimates were prepared in response to the Board's request for this information several months ago. In addition, as required by State statute, the Town has provided an argument for and against the factual summary of estimates.

Please note that since the ballot language has been approved, Staff is required to limit any discussion on these estimates to just the facts provided.

FACTUAL SUMMARY OF ESTIMATES

ESTIMATED OPERATION & MAINTENANCE COSTS:

The estimated total annual cost to operate and maintain the Eagle River Park ranges from **\$63,000 - \$65,500**. Table 1 provides a breakdown of the anticipated operation and maintenance costs:

Table 1: Estimated Total Annual Costs to Operate and Maintain the Eagle River Park

Task	Cost per Unit	Amount	Estimated Annual Cost
Park Maintenance ¹	\$12,500 per acre	2.5 acres	\$31,250
Gravel Parking Lot Maintenance ¹	<i>See Table 2</i>	<i>See Table 2</i>	\$10,500
Eagle Valley Trail Maintenance ²	\$5 per linear foot	1,600 feet	\$8,000
In-Stream Recreation Feature Maintenance ³	<i>See Table 3</i>	<i>See Table 3</i>	\$4,500 - \$7,000
Law Enforcement ⁴	<i>See Table 4</i>	200 Calls	\$8,750
TOTAL			\$63,000 - \$65,500

¹ The estimated costs associated with the park area and the gravel parking lot were provided by the Town of Eagle Public Works Department.

² The estimated costs associated with the Eagle Valley Trail were provided by Eagle County (ECO Trails).

³ The estimated costs associated with the maintenance of the in-stream recreation features was determined by taking the range of annual allocation for in-stream recreation feature maintenance from the Town of Lyons, Town of Buena Vista and City of Glenwood Springs.

⁴ The estimated costs associated with law enforcement were provided by the Town of Eagle Police Department.

Table 2: Estimated Maintenance Costs of Gravel Parking Lot for the Eagle River Park

Task	# of Times per Year	Amount	Estimated Annual Cost
Grade Road Base	3	\$1,000 per day	\$3,000
Dust Suppression	1	\$5,000	\$5,000
Snow Removal	Varies (Dependent upon snowfall)	-	\$2,500
TOTAL			\$10,500

Table 3: Annual Allocation for Maintenance of In-Stream Recreation Features

Community	Annual Allocation for Maintenance of In-Stream Recreation Features
Lyons, CO ¹	\$4,500 - \$6,500
Glenwood Springs, CO ²	\$5,000
Buena Vista, CO ³	\$7,000

¹ Data provided by Dave Cosgrove, Director of Parks, Recreation & Cultural Events, Town of Lyons.

² Data provided by Tom Barnes, Parks and Recreation Director, City of Glenwood Springs.

³ Data provided by Mike Harvey, Project Manager, Recreation Engineering and Planning.

Table 4: Estimated Law Enforcement Costs associated with the Eagle River Park

Estimated Total Average Annual Calls	Average Time per Call	Average Cost per Call (Hourly)	Estimated Total Annual Cost
200 ¹	35 minutes ²	\$75 ³	\$8,750

¹ The City of Durango Police Department responded to a total of 122 calls in 2014 and 177 calls in 2015 in Durango’s River Park. The average of these two years of calls is 150 calls per year. Durango (pop. 16,887) was the community most similar to Eagle that provided data on law enforcement calls related to a river park. Therefore, the average annual calls in Durango was used to estimate anticipated calls related to the Eagle River Park. For the purpose of this analysis, a slightly more conservative estimate of 200 calls per year was used.

² The average call time was determined based on the average call time provided by the police departments in Golden, CO and Durango, CO.

³ The average hourly cost per call was provided by the Eagle Police Department. The cost per call includes two (2) officers responding and related equipment use.

ESTIMATED VISITATION & RELATED REVENUES:

Three primary user groups have been identified for the Eagle River Park. Those user groups are:

1. Non-Commercial River Users*
 - Whitewater kayakers
 - Stand-up paddle boarders

*Excludes commercial rafters, commercial fishermen, and any other type of commercial river user.

2. Park Users
 - Park visitors
 - Fishermen
 - Tubers

3. I-70 Travelers

With the data available for non-commercial river users (i.e., whitewater kayakers and stand-up paddle boarders), estimates for the total annual non-commercial river user visits, total annual user expenditures and total annual sales tax were calculated. The methodology for these estimates begins on page 5.

- The estimated total annual number of non-commercial river user visits to the Eagle River Park ranges from **17,165 - 32,847**.
- The estimated total annual expenditures generated by non-commercial river user visits to the Eagle River Park ranges from **\$600,775 - \$1,149,645**.
- At 4.0% (current Town of Eagle sales tax), the estimated total annual sales tax generated by non-commercial river user expenditures ranges from **\$24,031 - \$45,986**.
- At 4.5% (current Town of Eagle sales tax with a 0.5% increase), the estimated total annual sales tax generated by non-commercial river user expenditures ranges from **\$27,035 - \$51,734**.

Table 5: Estimated Total Annual Non-Commercial River User Visits and Related Revenues

User Group	Estimated Total Annual Visits	Estimated Total Annual Expenditures	Estimated Total Annual Sales Tax (4.0%)	Estimated Total Annual Sales Tax (4.5%)
Non-Commercial River Users	17,165 - 32,847	\$600,775 - \$1,149,645	\$24,031 - \$45,986	\$27,035 - \$51,734
▪ Kayakers				
▪ Stand-Up Paddle Boarders				

Due to the lack of data available for park users and I-70 travelers, no estimates were calculated for these user groups. However, in regards to the I-70 traveler user group the following data should be noted:

- I-70 Traffic Counts: In 2014, the average annual daily traffic* (AADT) on I-70 between Eagle and Gypsum was 17,000.

(Data Source: Colorado Department of Transportation)

*AADT (commonly referred to as a traffic count) is the annualized average 24-hour volume of vehicles at a given point or along a section of roadway. AADT is normally calculated by determining the volume of vehicles during a given period and dividing that number by the number of days in that period.

- Town of Eagle Visitor Center: Table 6 provides data for the total number of monthly visitors recorded at the Town of Eagle’s Visitor Center (located adjacent to Chambers Park) in 2012, 2013, 2014, and 2015.

(Data Source: Town of Eagle)

Table 6: Town of Eagle Visitor Center Recorded Monthly Visits (2012 - 2015)

Month	2012	2013	2014	2015
January	1,363	1,104	597	846
February	979	1,023	753	1,095
March	1,814	2,043	1,508	2,147
April	1,956	2,278	1,808	2,389
May	4,743	3,757	2,932	4,552
June	6,607	5,600	4,647	6,235
July	7,608	6,011	5,200	7,127
August	6,034	5,190	4,220	5,971
September	4,579	4,468	3,588	4,561
October	2,668	2,886	1,981	3,406
November	1,261	1,457	983	1,423
December	1,026	1,175	866	1,139
TOTALS	40,638	36,992	29,083	40,891

ESTIMATE LIMITATIONS:

- These estimates assume that all non-commercial river users would be day users of the Eagle River Park. No overnight visits are included in these estimates.
- The market area studied for these estimates did not include communities on Colorado’s Front Range (e.g., Denver, Golden, Boulder, Fort Collins, Colorado Springs, etc.) or Grand Junction. These communities are located further than a 100-mile drive from Eagle.
- These estimates do not attempt to account for the potential economic impacts from events hosted at the Eagle River Park.
- These estimates do not attempt to account for the potential economic impacts from businesses or residents locating to Eagle as a result of the Eagle River Park.
- These estimates do not attempt to account for the potential economic impacts that may result from the use of this section of the Eagle River by commercial rafting companies, commercial fishing guides or other river related commercial enterprise.

METHODOLOGY

MARKET AREA:

The first step in determining the number of non-commercial river users that may travel to the Eagle River Park was to establish the population of communities within a 100-mile drive of the Town of Eagle. Through the use of Google Earth and the 2010 US Census, the following populations were determined to be within a 100-mile drive of Eagle:

Table 7: Estimated Population within a 100-mile Drive of Eagle, CO

Distance from Eagle	Population (2010 US Census)
0 - 4 mile drive ▪ Eagle	6,508
5 - 9 mile drive ▪ Gypsum	6,477
10 - 19 mile drive ▪ Dotsero ▪ Edwards ▪ Wolcott	10,986
20 - 49 mile drive ▪ Avon ▪ Carbondale ▪ Glenwood Springs ▪ McCoy ▪ Minturn ▪ New Castle ▪ Red Cliff ▪ Vail	33,629
50 – 99 mile drive ▪ Alma ▪ Aspen ▪ Basalt ▪ Battlement Mesa ▪ Breckenridge ▪ Buena Vista ▪ Dillon ▪ Downieville-Dumont-Lawson ▪ El Jebel ▪ Empire ▪ Fairplay ▪ Fraser ▪ Frisco ▪ Georgetown ▪ Granby ▪ Grand Lake ▪ Hayden ▪ Hot Sulphur Springs ▪ Idaho Springs ▪ Keystone ▪ Kremmling ▪ Leadville ▪ Leadville North ▪ Marble ▪ Meeker ▪ Oak Creek ▪ Parachute ▪ Parshall ▪ Phippsburg ▪ Redstone ▪ Rifle ▪ Silt ▪ Silver Plume ▪ Silverthorne ▪ Snowmass Village ▪ Steamboat Springs ▪ Tabernash ▪ Twin Lakes ▪ Winter Park ▪ Woody Creek ▪ Yampa	85,366
TOTAL POPULATION	142,966

NON-COMMERCIAL RIVER USERS:

Data from two studies were used to determine the percent of the population (within a 100-mile drive of Eagle) that participates in whitewater kayaking and stand-up paddle boarding.

The “2014 Statewide Comprehensive Outdoor Recreation Plan” (2014 SCORP), prepared by Colorado Parks and Wildlife, indicates that **5.1%** of Colorado’s population participates in kayaking and **2.6%** participates in stand-up paddle boarding.

The “2015 Special Report on Paddlesports,” (2015 Paddlesports Report) prepared in partnership between the Coleman Company, Sevylor, Stearns and the Outdoor Foundation, indicates that **4.0%** of the population in the “Mountain” region (Idaho, Montana, Wyoming, Nevada, Utah, Colorado, Arizona and New Mexico) participates in kayaking and **1.0%** participates in stand-up paddling.

By multiplying the participation rates provided in these studies, by the populations within varying drive distances from Eagle (Table 7), estimates for the number of kayakers and stand-up paddle boarders were established. The results of these calculations are provided in Table 8.

Table 8: Estimated Non-Commercial River Users within a 100-mile Drive of Eagle, CO

Distance from Eagle	# of Kayakers (2015 Paddlesports Report)	# of Kayakers (2014 SCORP)	# of Stand-Up (2015 Paddlesports Report)	# of Stand-Up (2014 SCORP)
0 - 4 mile drive	260	332	65	169
5 - 9 mile drive	259	330	65	168
10 - 19 mile drive	439	560	110	286
20 - 49 mile drive	1,345	1,715	336	874
50 – 99 mile drive	3,415	4,354	854	2,220
TOTALS	5,719	7,291	1,300	3,717

It was determined that the estimated total number of kayakers within a 100-mile drive of Eagle ranges from **5,719 - 7,291** and the estimated total number of stand-up paddle boarders ranges from **1,300 - 3,717**.

To convert the number of kayakers and stand-up paddle boarders in to user days (a *user day* is defined as a kayaker or stand-up paddle boarder on a river for any part of a day) it was necessary to multiply the total number of kayakers and stand-up paddler boarders by the average annual user days provided in the two studies.

The “2015 Special Report on Paddlesports,” provides the following data for annual outings (i.e., average annual user days):

- Kayaking: Kayakers made an average of **8.1** outings each in 2014.

- Stand-Up Paddle Boarding: Stand-up paddlers made an average of **5** outings each in 2014.

The 2014 SCORP provides the following data regarding the activity days for kayaking and stand-up paddle boarding in Colorado:

Table 9: 2014 SCORP – Outdoor Activities by Percent of Population

Activity	% of Population that Participates in Activity	Total State Population (2010 US Census)	Total # of Users in Colorado	Total # of Annual Activity Days	Total # of Annual Activity Days per User ¹
Kayaking	5.1%	5,029,196	256,489	3,191,695	12
Stand-Up Paddle Boarding	2.6%	5,029,196	130,759	406,957	3

¹ The “Total # of Annual Activity Days per User” was calculated by dividing the “Total # of Annual Activity Days” by the “Total # of Users in Colorado.” The “Total # of Annual Activity Days per User” is not a figure provided in the 2014 SCORP.

The total annual kayaking user days was calculated by multiplying the estimated number of kayakers within a 100-mile drive of Eagle by 8.1 (average outings per the 2015 Paddlesports Report) and by 12 (total # of annual activity days per user calculated from the 2014 SCORP). The results of these calculations are provided in Table 10.

The total annual stand-up paddle boarding user days was calculated by multiplying the estimated number of stand-up paddle boarders within a 100-mile drive of Eagle by 5 (average outings per “2015 Special Report on Paddlesports”) and by 3 (total # of annual activity days per user calculated from the 2014 SCORP). The results of these calculations are provided in Table 10.

Table 10: Estimated Total Annual User Days within a 100-mile Drive of Eagle, CO

Distance from Eagle	Kayaker User Days (2015 Paddlesports Report)	Kayaker User Days (2014 SCORP)	Stand-Up User Days (2015 Paddlesports Report)	Stand-Up User Days (2014 SCORP)
0 - 4 mile drive	2,109	4,130	325	527
5 - 9 mile drive	2,099	4,111	324	524
10 - 19 mile drive	3,559	6,972	549	889
20 - 49 mile drive	10,896	21,342	1,681	2,721
50 – 99 mile drive	27,659	54,176	4,268	6,908
TOTALS	46,322	90,731	7,147	11,569

By applying the average annual user days found in the two studies, it is found that the total number of kayaker user days within a 100-mile drive of Eagle ranges from **46,322 - 90,731** and the total number of stand-up paddle boarder user days ranges from **7,147 - 11,569**.

The “2013 Outdoor Recreation Participation Public Survey Summary Report,” (prepared by Colorado Parks and Wildlife) provides data on the distance that people who participate in outdoor recreation activities are willing to travel during a weekday (Monday – Thursday) and during the weekend (Friday - Sunday). This information is provided in Table 11.

Table 11: Distance Traveled for Outdoor Recreation Activities

Distance	During the Week (Mon - Thurs)	During the Weekend (Fri - Sun)
0 - 4 miles	43.5%	14.8%
5 - 9 miles	15.3%	9.6%
10 - 19 miles	15.2%	14.5%
20 - 49 miles	11.5%	25.6%
50 – 99 miles	8.0%	21.0%

To determine the number of kayaking and stand-up paddle boarding user days that may be realized by the Eagle River Park, the “Estimated Total Annual User Days within a 100-mile Drive of Eagle, CO” in Table 10 were multiplied by the “Distance Traveled for Outdoor Recreation Activities” in Table 11. The results of these calculations are provided in Table 12 and Table 13.

Table 12: Eagle River Park – Total Annual Kayaking User Days

Distance from Eagle	Kayaker User Days During the Week (2015 Paddlesports Report)	Kayaker User Days During the Week (2014 SCORP)	Kayaker User Days During the Weekend (2015 Paddlesports Report)	Kayaker User Days During the Weekend (2014 SCORP)
0 - 4 mile drive	917	1,797	312	611
5 - 9 mile drive	321	629	201	395
10 - 19 mile drive	541	1,060	516	1,011
20 - 49 mile drive	1,253	2,454	2,789	5,464
50 – 99 mile drive	2,213	4,334	5,808	11,377
TOTALS	5,245	10,274	9,626	18,858

Table 13: Eagle River Park – Total Annual Stand-Up Paddle Boarding User Days

Distance from Eagle	Stand-Up User Days During the Week (2015 Paddlesports Report)	Stand-Up User Days During the Week (2014 SCORP)	Stand-Up User Days During the Weekend (2015 Paddlesports Report)	Stand-Up User Days During the Weekend (2014 SCORP)
0 - 4 mile drive	142	229	48	78
5 - 9 mile drive	50	80	31	50
10 - 19 mile drive	83	135	80	129
20 - 49 mile drive	193	313	430	697
50 – 99 mile drive	341	553	896	1,451
TOTALS	809	1,310	1,485	2,405

Based on these calculations, it is estimated that the total annual kayaking user days for the Eagle River Park ranges from **14,871 - 29,132** and the total annual stand-up paddle boarding user days ranges from **2,294 - 3,715**. By summing the total annual kayaking user days and total annual stand-up paddle boarding user days it is found that the total annual user days for the Eagle River Park ranges from **17,165 - 32,847**.

In order to estimate an average user expenditure amount for the Eagle River Park, the average of the day user expenditures found in the following studies was calculated:

Table 14: Day User Expenditures from Related River Park Studies

Study	Day User Expenditure Amount
“Preliminary Evaluation of the Beneficial Value of Waters Diverted in the Clear Creek Whitewater Park in the City of Golden” (Stratus Consulting Inc., 2000)	\$33.79 - \$37.86 (per person, per activity day)
“The Beneficial Value of Waters Diverted in the Blue River for the Breckenridge Whitewater Park and in Gore Creek for the Vail Whitewater Park” (Stratus Consulting Inc., 2002)	\$35.62 - \$39.91 (per person, per activity day)
“The Potential Beneficial Values of Waters Diverted in the Yampa River for the Steamboat Springs Boating Park” (Stratus Consulting Inc., 2005)	\$38.58 - \$43.22 (per person, per activity day)
	Estimated Range of Per Trip Expenditures of Visitors:
“Fort Collins Whitewater Park Economic Assessment” (Loomis, John and McTernan, Jim, 2011)	<u>Fort Collins Residents</u> \$16.67 - \$47.19
	<u>Out of Town Visitors</u> \$30.00 - \$69.73

“Truckee River Recreation Plan”
 (Resource Concepts, Inc., Recreation Engineering and Planning, Research and Consulting Services, Kennedy Jenks Consulting, University of Nevada, Reno, Center for Economic Development, 2003)

\$15.00
 (average daily expenditures per capita)

“2011 Economic Impact of Kelly’s Whitewater Park in Cascade, Idaho: An Overview of the park’s second year in operation”
 (Braak, Willem, 2012)

\$43
 (average per day expenditure)

The average calculated from the day user expenditure amounts provided in these studies was found to be approximately \$37.55. For the purposes of these estimates, a slightly more conservative expenditure amount of **\$35.00 per day user** was used. To determine the estimated revenue generated by non-commercial river users, the total annual user days for the Eagle River Park were multiplied by the average day user expenditure of \$35.00. The results of these calculations are provided in Table 15.

Due to the lack of data on overnight users of river parks, the estimates for the Eagle River Park assume that all non-commercial river users would be day users.

To estimate the total annual sales tax generated by the non-commercial river user expenditures, the total annual user expenditures were multiplied by 4.0% (current Town of Eagle sales tax) and by 4.5% (current Town of Eagle sales tax with a 0.5% increase). The results of these calculations are provided in Table 15.

Table 15: Estimated Revenues Generated by Non-Commercial River Users

Study	Total Annual User Days	Average Day User Expenditure	Estimated Total Annual Day User Expenditures	Estimated Total Annual Sales Tax (4.0%)	Estimated Total Annual Sales Tax (4.5%)
2015 Paddlesports Report	17,165	\$35.00	\$600,775	\$24,031	\$27,035
2014 SCORP	32,847	\$35.00	\$1,149,645	\$45,986	\$51,734

Based on these calculations, it is found that the estimated total annual expenditures generated by non-commercial river user day visits to the Eagle River Park ranges from **\$600,775 - \$1,149,645**. At a sales tax rate of 4.0%, the estimated tax generated by these total annual expenditures would range from **\$24,031 - \$45,986**. At a sales tax rate of 4.5%, the estimated tax generated by these total annual expenditures would range from **\$27,035 - \$51,734**.

ARGUMENTS FOR AND AGAINST THE FACTUAL SUMMARY OF ESTIMATES FOR THE OPERATION & MAINTENANCE COSTS AND THE VISITATION & RELATED REVENUES FOR THE EAGLE RIVER PARK

ARGUMENT FOR:

An argument for the proposal is the estimates for visitation and revenues related to the Eagle River Park are conservative. The actual visitation, expenditures and sales tax generated by the Eagle River Park will exceed the estimates. In addition, there will be additional expenditures and tax revenues generated by events hosted at the river park. These additional revenues will result in a positive economic impact to the town.

ARGUMENT AGAINST:

An argument against the proposal is the estimated operation and maintenance costs of the Eagle River Park are lower than what will actually be required and the estimates provided for visitation, expenditures and sales tax generated are greater than what will actually occur. Consequently, there will be a gap between revenues generated by the Eagle River Park and the cost to the Town to operate and maintain the park. This will result in a financial burden for the town and its taxpayers.



The Town of Eagle

Box 609 • Eagle, Colorado 81631
(970) 328-6354 • Fax 328-5203

Meetings:
2nd and 4th Tuesdays

To: Mayor and Town Board
From: Jenny Rakow, CMC Town Clerk
Date: March 8, 2016 Town Board Meeting
Re: Codification Update

OUTSOURCING REQUEST FOR MUNICIPAL CODE CODIFICATION

Thank you for direction at the February 9, 2016 meeting to move forward with this important project. I have since been negotiating a contract for services and have updated cost figures.

First off, the project will take a minimum of 15-18 months to complete. I am thankful we are starting.

Process begins with Town staff providing Municode with our current code book chapters and all Ordinances that update or change our code. Their in house attorneys will comprehensively review our code and look for: gender bias, use of modern terminology, statute conflicts, internal conflicts and omissions. From that review they will create a legal memorandum for staff and our attorney. During the editorial phase we will schedule a conference call with Municode attorneys regarding their analysis, provide feedback on updates and advice moving forward on how we update our code to match this new format. Once the code is finalized, we will receive an Ordinance to adopt the revised code.

We receive 7 bound books – this is included in the base. Reducing these does not affect the pricing (I asked). Our book will be published and hosted on Municode's site specific page. We will have a link on our website.

(Town of Avon Example:

https://www.municode.com/library/co/avon/codes/home_rule_charter_and_code?nodeId=CD_TIT1GEPR)

The hosted code has the ability to be easily searched, linked to (like in an email or on web), printed, placed into a word document and emailed directly from the site. Most important: IT WILL BE CURRENT. Pending Ordinances that change our code will be listed on the main page. I believe we would do annual updates, but can change at any time.

With our pending Land Use Code update, we would be able to submit a revised Land Use Code to them later in 2017 if needed, which would include it in this cost. Otherwise it would be an update.

Costs per year:

	2016	2017	2018	2019
Codification	7650.00	5100.00	N/A	N/A
Online Hosting	N/A	Free	Free until Fall 2018; pro-rated \$350.00	350.00
*Annual Updates	N/A	N/A	Estimate of \$300.00 for each update	Estimate of \$300.00 for each update
OrdBank (Posting of pending ordinances that change code)				\$245.00 (estimated 7 Ordinances/year)

*If we choose to change from annual updates to more frequent, it is \$75 additional for each occurrence.

Budget for 2016 = \$7650.00

Budget for 2017 = \$5100.00

Budget for 2018 = \$700.00

Budget for 2019 and beyond = \$1000.00

February 29, 2016

Ms. Jenny Rakow
Town Clerk
200 Broadway
PO Box 609
Eagle, CO 81631

Sent via email: jenny.rakow@townofeagle.org

Ms. Rakow:

Thank you for recently speaking with our Sales Representative, Patrick Holiday, and expressing interest in utilizing Municode for recodification and supplementation services. We have reviewed the Town's code and are pleased to submit the following information to the Town of Eagle.

Our team is driven by the desire to serve you and your citizens. We believe that quality customer relations and exceptional service are what set us apart in the legal codification industry since 1951. Our commitment to service inspires us to: provide you with the highest quality legal codification services in the industry; set the standard for online and mobile services; ensure that you receive the most accurate and timely supplements possible and to work with you as a long-term partner. Our desire to serve you is why we have chosen this profession.

Why Municode?

Integrity. *"Our word is our bond."* We believe that long-term relationships built on trust are built to stand the test of time. Our goal is to serve you and your citizens for the next 30 years or more.

Attorneys. We have a team of full-time attorneys. All of your legal work is completed by our experienced team of in-house attorneys.

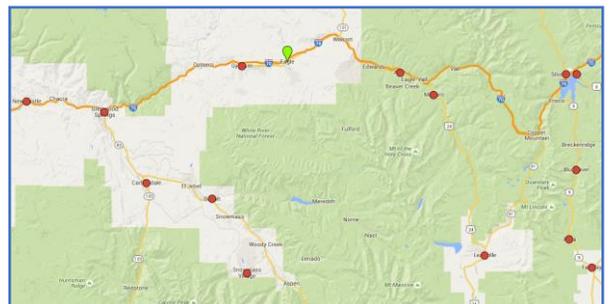
Experience. With over 3,755 customers in all 50 states, we are the nation's most trusted and experienced codifier of local government codes in the nation, currently hosting over 3,160 municipal codes online. Our team of attorneys has an average of over 20 years of codification experience. With over 190 professionals committed to serving you, we have the depth of knowledge and experience that it takes to stay at the forefront of legal and technological developments.

Relationships. For over 65 years, we have earned the trust, loyalty and respect of our customers by focusing on what is most important to us: our customers. We have a team of customer service professionals dedicated to serving you, your team and your citizens. No matter what the challenge, we are here for you.

Quality. We are committed to excellence in every product that we create. Our team of legal editors and legal proofreaders, each averaging over nine years of service, is dedicated to providing you with the most accurate and timely product available in the nation.

Technological Leadership. MunicodeNEXT is the nation's most advanced, accessible and intuitive website. With MunicodeNEXT, your staff and citizens can have access to your code of ordinances, all archived versions of your code, every official copy of your ordinances, the power to compare versions of your code over time, the ability to be notified every time your code is updated and a powerful search engine capable of simultaneously searching your code, ordinances, minutes, resolutions, budgets and more. Our web tools are designed to make your job easier, your code more accessible and your citizens more informed.

Commitment to Colorado. We are proud to serve 136 municipalities in the state of Colorado, including several in the Eagle area. We regularly sponsor the Colorado Government Finance Officers and Municipal Clerks Association.



Why Our Clients Love Us

Applying our Legal Experience. We have a large team of full-time attorneys. This is a crucial factor to consider when assessing the qualifications of a codification company that is being considered for legal publication and supplementation services. We have been in business for over 65 years and have worked for decades serving the biggest and most advanced municipalities in the nation, including our 136 clients located in Colorado. No other codification company has this level of experience and knowledge that can be harnessed for your benefit.

Team Approach. We have 14 legal editorial teams, over 35 legal editors and over 20 legal proofreaders. By partnering with us, you are provided with a depth of legal talent that is unmatched in the industry. You and your citizens deserve the best and deserve to have a team that will be here to serve you no matter what the situation.

Customer Service. Our goal is to fully understand your unique needs. Your Municode Representative, Patrick Holiday, is able to talk to you anytime. Patrick can also provide training or host webinars throughout the term of the contract.

Your Representative. Municode's Colorado Inside Sales Representative, Patrick Holiday, meets with our Colorado clients virtually and on the telephone, with webinars and teleconferences. He works to ensure that our Alabama and Mississippi clients are well taken care of. He also attends some Colorado conferences. He is available to answer questions or schedule a meeting with you as needed.

Real People. If you have a question, our response time is normally less than a few minutes via e-mail (constantly monitored) or within the half-hour for phone correspondence. When you call us, you will find that our phones are answered by our employees...not an automated answering service.

Personal Touch. We are a family-owned, medium size business which means you always receive a level of personal service that is unparalleled in the industry. We earn our reputation by providing exceptional customer service, offering helpful suggestions and developing solutions for your unique situation.

Responsible Citizen. We are proud to support numerous Clerk, Attorney, Municipal and County Associations. Additionally, we partner with the International Institute of Municipal Clerks and International Municipal Lawyers Association to provide services to their members. Our Vice President of Sales, Dale Barstow, is the former President of the Municipal Clerks Education Foundation. We are also extremely active within our community, supporting the United Way, Boys Town, the Tallahassee Veteran's Village and Ability First through quarterly employee volunteer days.

If you have any questions or desire additional information, please call and speak with Sales Representative Patrick Holiday or our Assistant Vice President of Sales, Steffanie Rasmussen. We are also happy to schedule a conference call or webinar with all interested parties, or meet with you personally. We are here to serve you!

Sincerely,



W. Eric Grant
President

WEG/gm

Enc.

cc: Steffanie Rasmussen, Assistant Vice President of Sales

steff@municode.com / 800-262-2633 ext. 1148

Patrick Holiday, Alabama & Mississippi Inside Sales Representative

pjh@municode.com / (800) 262-2633 ext. 1226

Executive Summary

We would like to propose the following option for your consideration. For further details on the project, please see page XY.

Recodification, Supplementation and MunicodeNEXT:

*Logic: Give your municipality a fresh start. Engage our full-time attorneys to examine the legal sufficiency of your code from top to bottom. Clean up the pagination, reprint all pages and replace binders and tabs, if needed. Quickly and efficiently transition your code to the most advanced suite of web/mobile services available in the nation: **MunicodeNEXT**.*

Ⓞ Recodification	\$12,750¹
Ⓞ Supplementation.....	\$19 per page
Ⓞ Online hosting and support.....	1st year fee waived, then \$350²
Ⓞ Timeline	8-12 months

Pricing = Apples to Apples:

We realize that different companies call services by different names. Here are some important considerations to keep in mind when comparing proposals:

- Ⓞ A full-time, Municode attorney will legally review the code, not just a code editor;
- Ⓞ The recodification base cost of **\$12,750** is based on a **900 page, single column 12 point code**;
- Ⓞ Supplement charges - **single column per page rate of \$19**;
- Ⓞ The **online code is free for the first year** and then **only \$350** for our basic service.
- Ⓞ If you want to further enhance the transparency of your online code, you can upgrade to the MyMunicode bundle **for free the first year and then only \$1,195!**
- Ⓞ Municode **does not** charge an extra fee for posting supplements online or printing your supplement pages, nor do we charge a supplement handling fee. All of these services are already included in your supplement per page rate.

¹ Please see page 4 for additional pricing details.

² Please see page 6 for additional features and pricing available on our MunicodeNEXT platform.

Recodification Quotation Sheet

Recodification base cost, includes

\$12,750

- 900 single column pages
- The current code can be posted as a PDF during the recodification project
- Receipt, review and organization of materials
- Legal analysis & research by a full-time, Municode attorney
 - Preparation of legal memorandum by a Municode attorney
- Conference with attorney (make selections below)
- Implementation of approved legal findings
 - Updating state law references
 - Editorial preparation and proofreading
 - Page formatting (make selections below)
 - Indexing
 - Creation of tables³
 - Graphics⁴ & tabular⁵ matter
- Final proofreading and corrections
- Quality control review and printing
 - 7 copies, to include 3-post stamped binders and tabs
- Adopting ordinance prepared by a Municode attorney

Conference Selection:

- On-site conference, each **Attorney time, travel, lodging and per diem**
- Teleconference or web-based conference, 3 hour session **No charge⁶**

Format Elections *(Please check or circle desired elections below)*

Font: Times New Roman - Will be used as the font unless otherwise indicated.

Other choices include: Helvetica, **Avant-Garde Demi**, Courier, Palatino, Helvetica Narrow, Century Gothic, Gill Sans and Arial MT

- | | | | |
|-------------------------------|--|--|---|
| Font Size: | <input type="checkbox"/> 10 point | <input type="checkbox"/> 11 point | <input type="checkbox"/> 12 Point |
| Page Format | <input type="checkbox"/> Double column | <input type="checkbox"/> Single column | |
| Binder Color: | <input type="checkbox"/> Semi-Bright Black | <input type="checkbox"/> Dark Blue | <input type="checkbox"/> Hunter Green <input type="checkbox"/> Burgundy |
| Binder Stamping Color: | <input type="checkbox"/> Gold | <input type="checkbox"/> Silver | <input type="checkbox"/> White |

Items not included in base cost

- | | |
|---|---------------------------------|
| <input type="checkbox"/> Pages over 900, 12 point single column pages per page | \$19 |
| <input type="checkbox"/> Freight | Actual |
| <input type="checkbox"/> State sales tax | If applicable |
| <input type="checkbox"/> Post your code on MunicodeNEXT | See selections on page 6 |

Payments for recodification project - *Base cost split into four payments – Your project can be budgeted over two fiscal years*

- | | |
|---|----------------|
| <input type="checkbox"/> Execution of Agreement | \$4,460 |
| <input type="checkbox"/> Submission of the Legal Memorandum | \$3,190 |
| <input type="checkbox"/> Submission of Draft Code | \$3,190 |
| <input type="checkbox"/> Delivery | Balance |

³ The following tables will be created and are included in the base cost: supplement history table, code comparative table, state law reference table and ordinance history table. An additional hourly charge applies for creation, modification, addition or updating of any table other than those enumerated in this footnote.

⁴ Includes printing all copies. Additional fees will apply if graphics are printed in color.

⁵ Tabular matter is defined as algebraic formula, or other materials that require special programs or extra editorial time to modify and prepare for inclusion in an update.

⁶ For the initial 3-hour session. \$150 per hour thereafter.

Supplement Service Base Page Rate⁷ Quotation Sheet

Supplement Service Base Page Rate

Page Format	Base Page Rate
Single Column	\$19 per page

Base page rate above includes:

-  Acknowledgement of material
-  Data conversion, as necessary
-  Editorial work
-  Proofreading
-  Updating the index
-  Schedule as selected by you⁸
-  Updating electronic versions⁹ and online code
-  Printing 7 copies

Base page rate above excludes:

- | | |
|---|-----------------------------|
|  Freight | Actual freight |
|  State sales tax | If applicable |
|  Graphics ¹⁰ & tabular ¹¹ matter, per graphic or table | \$10 |
|  MyMunicode or online code | Selections on page 6 |

Electronic media options for Code of Ordinances (sent via download)¹²

- | | |
|---|--|
| <input type="checkbox"/> Folio Bound Views | \$295 initially then \$100 per update |
| <input type="checkbox"/> WORD (DOCX) | \$150 initially then \$75 per update |
| <input type="checkbox"/> Adobe PDF of the code | \$150 initially then \$75 per update |
| <input type="checkbox"/> Adobe PDF of each supplement | \$150 initially then \$75 per update |

Payment for Supplements and Additional Services:

-  Invoices will be submitted upon shipment of project(s).

⁷ All prices quoted in this section may be increased annually in accordance with the Producer Price Index – Bureau of Labor Statistics.

⁸ Schedule for supplements can be weekly, bi-weekly, monthly, bi-monthly, quarterly, tri-annual, semi-annual, annual or upon authorization. Electronic updates can occur more frequently than printed supplements.

⁹ We do not charge a per page rate for updating the internet; however a handling fee is charged for PDF, Word, Folio or additional electronic media items ordered.

¹⁰ Includes printing of all copies. Additional fees will apply if graphics are printed in color.

¹¹ Tabular matter is defined as tables, algebraic formula, or other materials that require special programs or extra editorial time to modify and prepare for inclusion in an update.

¹² “delivery” is defined as making updated electronic data available to you via download or FTP. Fee applies whenever content is delivered as HTML, PDF, Folio or Word, via one of the aforementioned mediums.

Online Services Quotation Sheet

- The current code can be posted online as a PDF during the recodification project at no additional charge to you.

Elections below will be implemented upon adoption of your new code.

Please check the appropriate box (es) to indicate your selection:

Value Pricing:

- MyMunicode¹³ includes the following:

\$1,195 annually¹⁴
First year fee waived

- Online Code = MunicodeNEXT
- OrdBank
- CodeBank
- CodeBank Compare + eNotify¹⁵
- MuniPRO
- Custom Banner

A la carte pricing:

In lieu of purchasing the above package, online services can be purchased a la carte at the following rates:

- | | | |
|--------------------------|---|--------------|
| <input type="checkbox"/> | Online Code = MunicodeNEXT (annually) <i>first year fee waived</i> | \$350 |
| | Collapsible TOC (Frameless Version); Mobile Friendly Site; In-line Images and PDF's; Social Media sharing, Scrolling Tables and Charts; Narrow, Pinpoint & Advanced Searching; Save as WORD (DOCX), Hide the Table Of Contents, Print and Email; Internal Linking within the Code; Static Linking/Bookmarking; Server Stability and Disaster Recovery Plan; Phone and Web support for Citizens and Staff; & Server Backup Location in Atlanta, GA | |
| <input type="checkbox"/> | CodeBank (annually) | \$150 |
| <input type="checkbox"/> | CodeBank Compare + eNotify¹⁶ (annually) | \$250 |
| <input type="checkbox"/> | MuniPRO Service (annually) | \$295 |
| <input type="checkbox"/> | Custom Banner (onetime fee) | \$250 |
| <input type="checkbox"/> | MuniDocs (up to 25 documents per year updated quarterly) | \$300 |

ORDINANCES PENDING CODIFICATION

Option 1) OrdBank

- | | | |
|--------------------------|---|--------------|
| <input type="checkbox"/> | Per ordinance fee | \$35 |
| <input type="checkbox"/> | Flat annual fee (recommended if MyMunicode is not selected) | \$340 |

Option 2) OrdBank + OrdLink

- | | | |
|--------------------------|---|--------------|
| <input type="checkbox"/> | Per ordinance fee | \$60 |
| <input type="checkbox"/> | Flat annual fee (recommended if MyMunicode is not selected) | \$440 |

Municode does not charge a per page rate to update the internet – this is all included in the supplement per page rate.

¹³ Municode does not charge a per page rate for updating the online code (Internet). Your per page supplement rate of \$19 for the codification of new legislation is not affected or reduced by selecting our budget friendly and feature enriched MyMunicode bundle package.

¹⁴ Total value if each item were to be purchased a la carte would be approximately \$1,385 per year with participation in our OrdBank service.

¹⁵ Enrollment in CodeBank is required in order to receive the CodeBank Compare/eNotify technology.

¹⁶ Enrollment in CodeBank is required in order to receive the CodeBank Compare/eNotify technology.

Scope of Services - Recodification

We will handle the publishing for your Code of Ordinances. This includes legal work, editing, page composition, proofreading, indexing, and delivering the information in print or via electronic copy. Hereinafter, unless specifically cited, a reference to “codes” or “the codes” includes the Municipal Code of Eagle, Colorado. We understand the scope of this project to include a complete recodification of the code, ongoing supplemental services and online hosting of the code. A summary of the recodification process is provided below.

Recodification Project Leader: H.E. Rick Grant, Executive Vice President and C.O.O.

Excellence

*"The code update went far beyond my expectations. Everyone at Municode was nice to work with and always responded in a timely manner. Your customer service was outstanding. Thanks again for a very positive experience."
- Barron, WI*

Material

The following sections describe the nature of material included or excluded in the project, creation of a disposition list, and the methodology of adding material to the online version of the code.

Ordinances. All legislation of a general and permanent nature, passed in final form by you as of the cutoff date established by the Municode attorney (usually following delivery of the legal memorandum), will be included in the new code. We will rely upon the material (in print or electronic form) as furnished by you during the recodification process. All material that we receive will be acknowledged via e-mail, in order to establish a record of included ordinances. Legislation not of a general and permanent nature will be omitted from the code unless otherwise instructed by you.

Attorney Analysis and Review of Material. We will assign a team, consisting of a lead attorney, legal editor, proofreader and indexer, to the project. All recommendations by our legal team are intended for use by your attorney and should not be considered legal advice. Our legal team is responsible for the following: We will research all legislation submitted by you against the State Constitution, State Law and the Charter; additionally, the ordinances are compared to other ordinances, in order to determine if there are any inconsistencies or conflicts within the legislation itself. Zoning and Land Use provisions will be reviewed only if included in the code. Ordinances enacted, or added, subsequent to the date of this agreement, or items not contemplated within the scope of service, may be added at an agreed upon page rate. We will suggest a structure and organization for the code and

provide a table of contents indicating the recommended structure.

Page Format Options. We will review page composition format options, such as font type, font size, page layout, and graphics appearance and placement with you. We will help you choose a format that produces a professional document that is easily researched.

References. We will provide State Law references within the code. Editor's notes will be provided as appropriate. Internal references within the code will be hyperlinked in the online version.

Legal Memorandum. We will provide you and your staff with a user-friendly legal memorandum containing all of our analysis and recommendations. This memorandum will reflect our attorney's legal review and will provide you with recommended options intended to remove conflicts and inconsistencies; conform to state law, when appropriate; and ensure compliance with your charter. This approach facilitates collaboration and dissemination among departments, thus making the process as easy for you as possible. Our goal is to make the recodification process simple and smooth for you. From start to finish, we will work with you to complete the project as quickly and efficiently as possible.

Conference. We will conduct a conference, either in person, via telephone or webinar, to review the legal memorandum and recommendations. All interested personnel may be included; but your attorney and clerk are essential. Issues discovered during the legal research will be discussed at the conference, with the goal of the conference being to come to agreement on any required changes. Your attorney has the final decision making authority for resolution of issues brought up at the conference or noted in the legal memorandum.

Implementation of Conference Decisions

Editing and Proofreading. Our team will edit the text of your code to reflect proper grammar and stylistic consistency. We will not reword any provision that changes the substantive intent of the code, unless you approve the revision. However, non-substantive revisions to improve readability are a part of the process. We will proofread your code. The text will be reviewed for sense and structure and to ensure the implementation of the decisions by your attorney and our attorney.

Graphics, Index and Tables. Our team will create a hierarchical, subject matter index and all tables (contents, state law reference, prior code comparison, and ordinance disposition) for your code as necessitated by the materials provided. The creation of additional tables can be performed for an additional hourly fee. We will insert the graphics you have provided into the printed and electronic versions of the code. Manipulation, enhancement or reformatting of any graphic supplied by you can be performed for an additional hourly fee.

Post Conference Memorandum and Draft Code. After editing and proofreading, a post-conference memorandum and a draft code incorporating solutions captured in the legal memorandum and agreed upon at the legal conference will be delivered to you. The draft code will be in final print form and will be provided to you for final review prior to printing and shipment. We guarantee typographical correctness. Any errors attributable to our team will be corrected at no charge during the term of this agreement. Our liability for all services shall extend only to correcting the errors in the code and subsequent updates, not to any acts or occurrences as a result of such errors, and only as long as the contract is in effect.

Adopting Ordinance. Our attorney will provide an adopting ordinance upon completion of the project.

Delivery of Code

Electronic Format and Delivery Options. Your new code can be delivered in HTML, PDF, DOCX, Folio or integrated with the dtSearch Engine on our MunicodeNEXT platform. Electronic delivery mediums include online posting and download.

Printing and Binding. We will print your code on acid-free paper in your chosen format. Color printing is available at an additional charge. Standard binding for the code is three-post, expandable, dark blue, hunter green, semi-bright black, burgundy, leatherette binders with gold, silver or white stamping. Alternate binders, such as D-ring or polyvinyl, are also available. A seal or logo can be added to the front cover and spine in addition to the text, for an additional charge, if desired. Divider tabs for each major section of the code and index are also provided.

Client Responsibility

Amendatory Legislation. Please forward all adopted legislation (including amendments, the Charter, Special Acts and other pertinent rules and regulations having the effect of law) to be codified on a continual basis. Submission should be timely and can be sent in electronic or printed form. Electronic submission is highly preferred.

Review Legal Memorandum. Please review the legal memorandum to ensure that it comports with your intentions and modify and/or approve the proposed table of contents and organization of the code, page format, font type and size, approve number of copies to be printed, binder colors and choice of electronic format and medium.

Participation of Attorney. Please ensure your attorney and other interested personnel attend and participate in the project, including on-site or teleconference and review of the code draft.

Submission of Data. Please provide data, graphics and tables of the highest reproducible quality, preferably in their original, electronic format. Provide a black and white line art seal or logo for the binders, if desired.

Draft Code. Please review and return the draft within thirty (30) days of receipt. To assist you in this endeavor, a post-conference memorandum will accompany the draft code to point out to you where changes and additions have been made. Any changes to the text should be marked directly on the draft and returned to us. Changes not discussed at the conference may result in a proof update fee.

Supplemental Updating

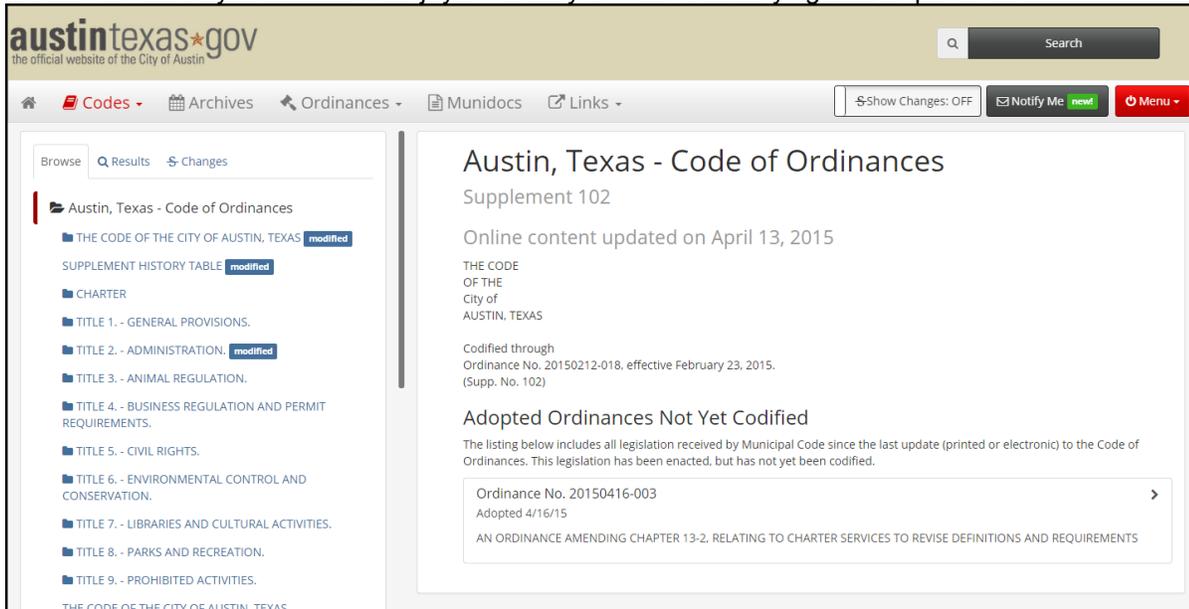
We will handle 100% of the publishing for your code. This includes editing, page composition, proofreading, indexing, and delivering the information as printed or via electronic copy. Supplementation will start upon completion of the recodification project on the schedule selected by the client.

Editorial Approach. We use a team approach to editing. This provides for consistency in editing, understanding and quality of work for you.

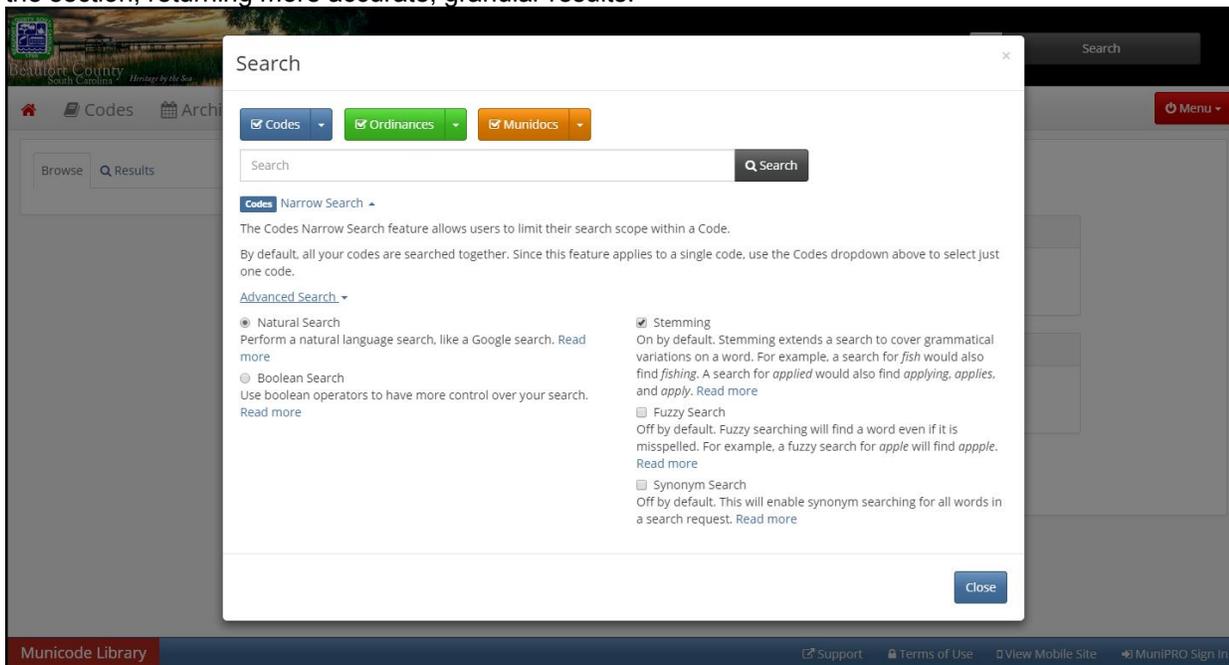
Ongoing Supplementation. Our goal is to meet and exceed the needs and expectations of our clients. Working with you and your staff, we will create whatever supplementation schedule will best serve you and your citizens.

MunicodeNEXT – Online Resource of Standard Features

- 🔊 **Modern Design** – MunicodeNEXT was designed by our team with an emphasis on mobile devices. This means that tablet users will be directed to the full version of your site. This advance was made possible thanks to the responsive user interface that we have created. Being able to access the full version of MunicodeNEXT from a tablet means that your users will enjoy a more dynamic and satisfying user experience.



- 🔊 **Tablet friendly** – Tablet users are directed to the full desktop version of the site. The advanced user interface uses large buttons and icons, making it extremely touch friendly.
- 🔊 **Searching** – Search results begin in a popover, then move to a persistent left-hand tab as you cycle through the results. You can toggle between search and browse modes by selecting the appropriate tab. This enables you to quickly move through search results without clicking “back” to a search results page. The code is also indexed by the section, returning more accurate, granular results.



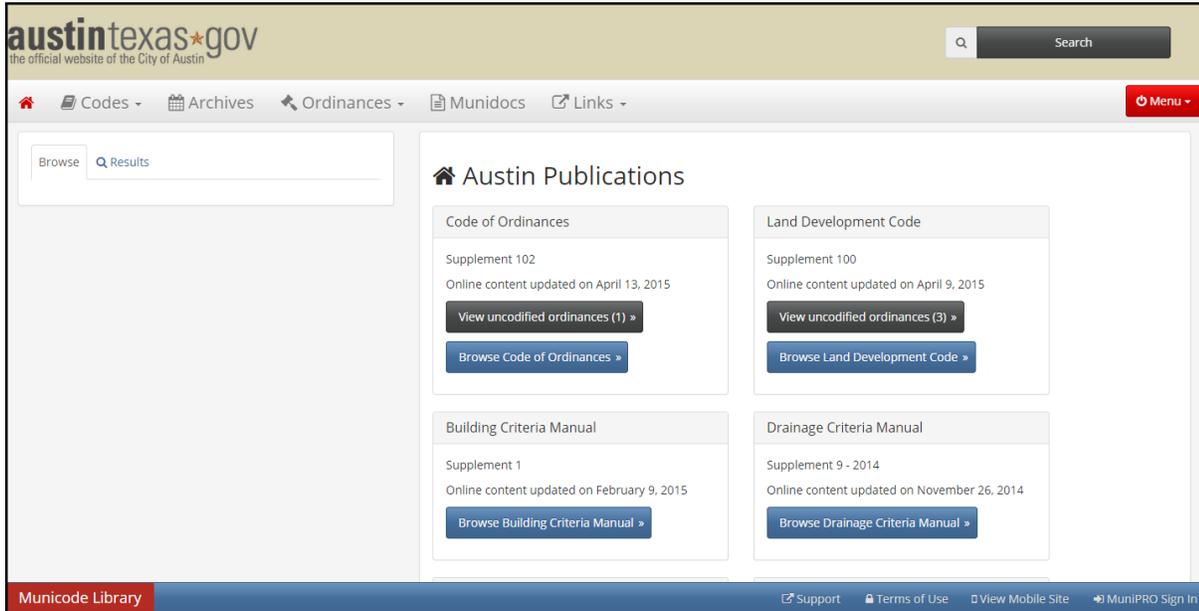
- 🔊 **Advanced Searching** – You and your power users can conduct searches using Normal Language, Boolean Logic, Stemming, Fuzzy Search and Synonym search.
- 🔊 **Searchable ordinances** – Thanks to our OrdBank service, ordinances posted pre and post-codification are full-text searchable with hit highlighting.

🔊 **Searching all content types** – If you use our OrdBank or MuniDocs service, you can search any combination of the code, ordinances, and MuniDocs simultaneously. Search results are color coded and labeled for easy identification.

🔊 **Narrow Searching** – Your users have the ability to search selected chapters or titles in order to pinpoint their searches and find what they are looking for as quickly as possible!

🔊 **Print/Save/Email** – Users can print, save (as Word) or email files at the section level, as well as, at the article or chapter level. You will also be able to print, save or email non-sequential sections from multiple portions of your code(s).

🔊 **Multiple publications** – If you have multiple publications (code, zoning, etc.), they will all be searchable from one interface.



🔊 **Social Media Sharing** – You and your users are able to share code sections via Facebook and Twitter. This will make it easier for you and your team to utilize social media in order to engage your citizenry and enhance your level of transparency.

🔊 **Internal Cross-Reference Linking** – Cross-references within your code are linked to their respective destination Article, Chapter, or Section.

🔊 **Mouseover (cluetips)** – Navigate to your code and any linked cross-reference will quickly display the pop-up preview window.

🔊 **Static Linking** – Copy links of any section, chapter or title to share via email or social media.

🔊 **Scrolling Tables and Charts** – Headers stay fixed while you scroll through the table/chart.

🔊 **GIS** – We can provide a permalink to any code section and assist staff to create a link from your GIS system to relevant code sections.

🔊 **In-line Images & PDFs** – We take great care to ensure that your images match online and in print, and are captured at the highest quality possible. Our online graphics can be enlarged with a frameless view to maximize the image. Municode can also incorporate PDFs of certain portions of the code that have very specific viewing and layout requirements.

🔊 **Collapsible TOC** – The table of contents collapses and is re-sizeable, providing additional real estate with which you may view your code. Easily view your maps, graphs and charts by simply enlarging the item.

🔊 **Support** – Phone, email and web support for citizens and staff: 24 hour email response; phone support from 8:00 a.m. to 8:00 p.m. (eastern)

MunicodeNEXT

Take your online code to the NEXT level with these exclusive, premium features!

OrdBank. With our OrdBank solution, newly adopted legislation will be posted online in between supplements. Upon the completion of your supplement, the ordinances will be linked in your history notes and stored in your OrdBank Repository under the “OrdBank” tab.

(Hyperlinked Ordinance in Text)

The screenshot shows the MunicodeNEXT interface. On the left is a navigation menu with categories like 'Chapter 1 - GENERAL PROVISIONS', 'Chapter 2 - ADMINISTRATION', 'Chapter 6 - AIRPORTS AND AIRCRAFT', 'Chapter 10 - AMUSEMENTS AND ENTERTAINMENT', and 'Chapter 14 - ANIMALS'. Under 'Chapter 14 - ANIMALS', there are sub-items 'ARTICLE I. - IN GENERAL' and 'ARTICLE II. - ANIMAL CONTROL'. The main content area displays two sections: 'Sec. 14-28. - Restraint of animals by owners.' and 'Sec. 14-29. - Impoundment.'. The text for 'Sec. 14-28.' includes sub-sections (a) 'Running at large', (b) 'Control of animals generally', and (c) 'Female dogs and cats in heat'. A red arrow points to a hyperlinked reference '(Ord. No. 2010/7, 4-26-2010)' within the text.

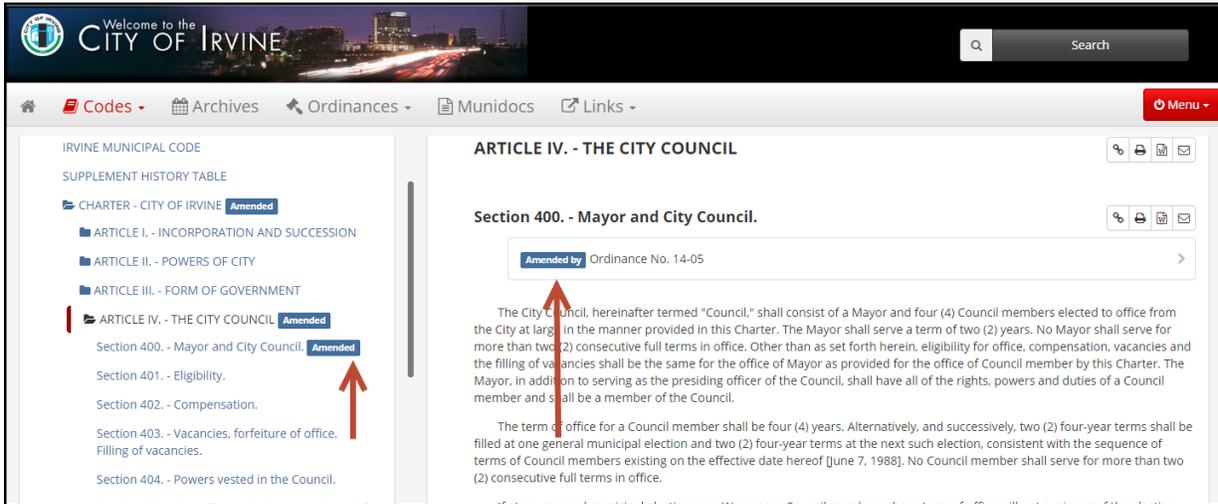
(One-Click Access to the Original Ordinance)

The screenshot shows the MunicodeNEXT interface with a modal window open for 'Ordinance No. 2010-07'. The modal has tabs for 'Pdf', 'Details', and 'Download'. The 'Pdf' tab is active, displaying a PDF document with a yellow background. The text in the PDF reads: '2010/7 Animal and Shelter and Control (rewrite of ordinance), Chapter 14, Article II'. The PDF viewer includes a toolbar with a 125% zoom level and a page indicator '1 / 14'. A 'Close' button is located at the bottom right of the modal.

(OrdBank Repository)

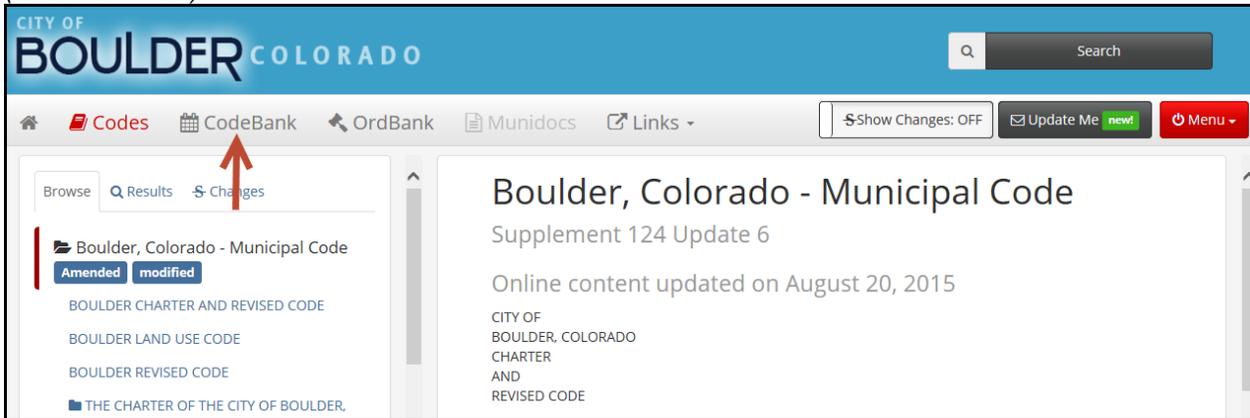
The screenshot shows the MunicodeNEXT interface with the 'OrdBank' tab selected. The header displays 'CITY OF BOULDER COLORADO'. The navigation menu includes 'Codes', 'CodeBank', 'OrdBank', 'Munidocs', and 'Links'. The main content area is titled 'Ordinances for Boulder, CO Municipal Code' and lists '24 ordinances'. Below the title, there is a message: 'Please use the table of contents pane to navigate to the ordinance you're looking for. Alternatively, use the application-wide search box to search.' The left sidebar shows a 'Browse' section with 'Results' and a list of items: 'Municipal Code', 'Adopted Ordinances Not Yet Codified', 'Supplement 124 Update 6', and 'Supplement 124 Update 5'.

OrdLink + OrdBank. Prior to incorporating the ordinances into your code via supplementation, the OrdLink system can hyperlink newly adopted ordinances to the section being amended. Linked sections are highlighted in the table of contents and links are created from the amended sections to the new ordinances. Once the linked ordinances are incorporated into your code, they are added to your OrdBank repository and hyperlinked to your history notes. This service helps put everyone on notice that new ordinances have been adopted.

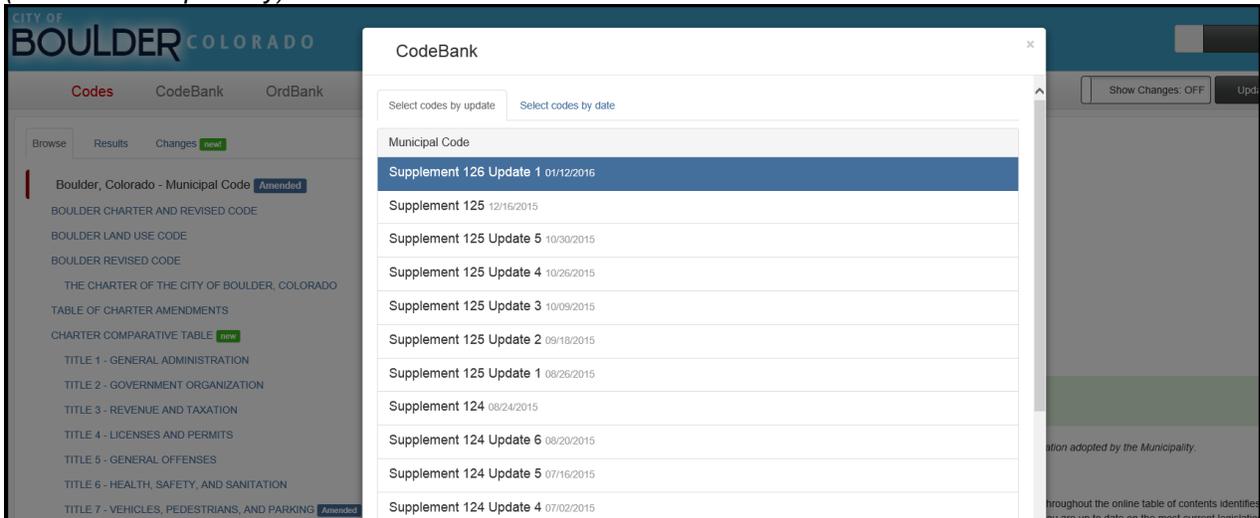


CodeBank. Our CodeBank service serves as an online archival platform for previous supplements of your code. Empower your staff and citizens to access every previous version of your code with one click.

(CodeBank Tab)

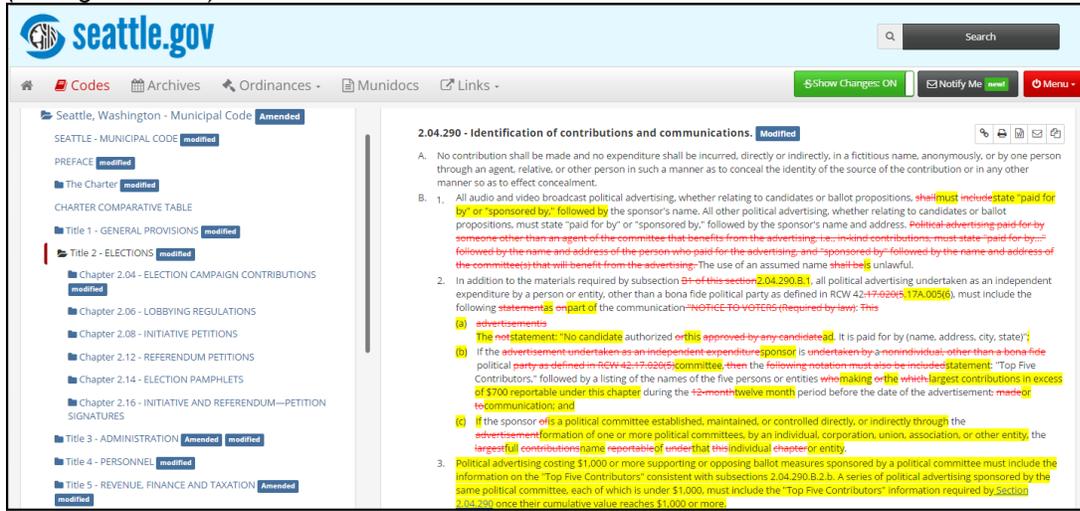


(Permanent Repository)



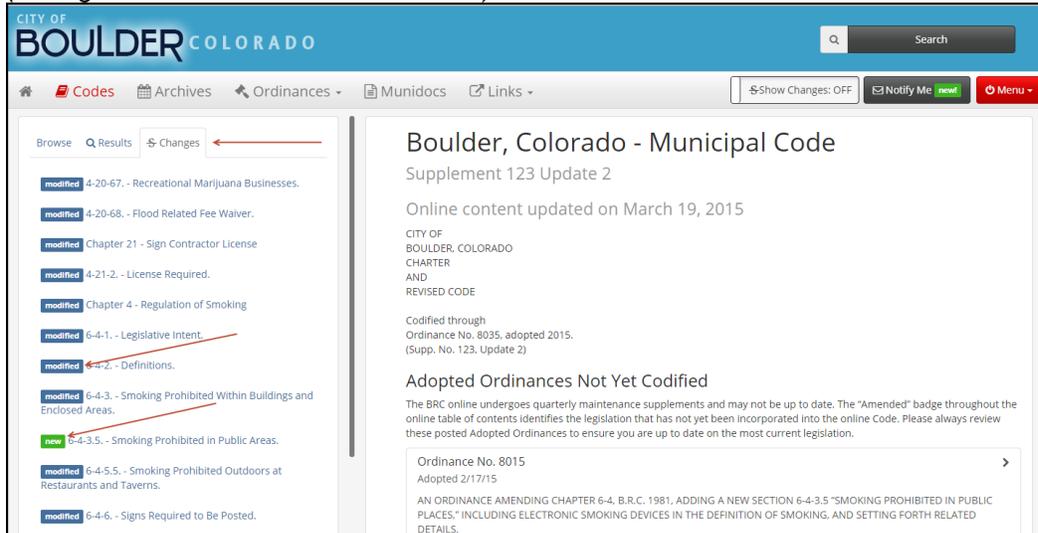
CodeBank Compare. Our CodeBank Compare service is a powerful feature that provides users the ability to select a past version of your online code and compare it to any other version of your online code. The differences will be shown via highlights (added material) or strikethrough (deleted material).

(Changes in Text)



Users will be notified of the changes in the table of contents and within the text of the code via “modified,” “new,” or “removed” badges. Users can also select an option to view all of the changes in a single view, complete with strikethrough and highlights showing the specific textual changes that were made. The CodeBank Compare service will show all amendments to your code that were implemented during the most recent update.

(Changes Tab in Your Table of Contents)

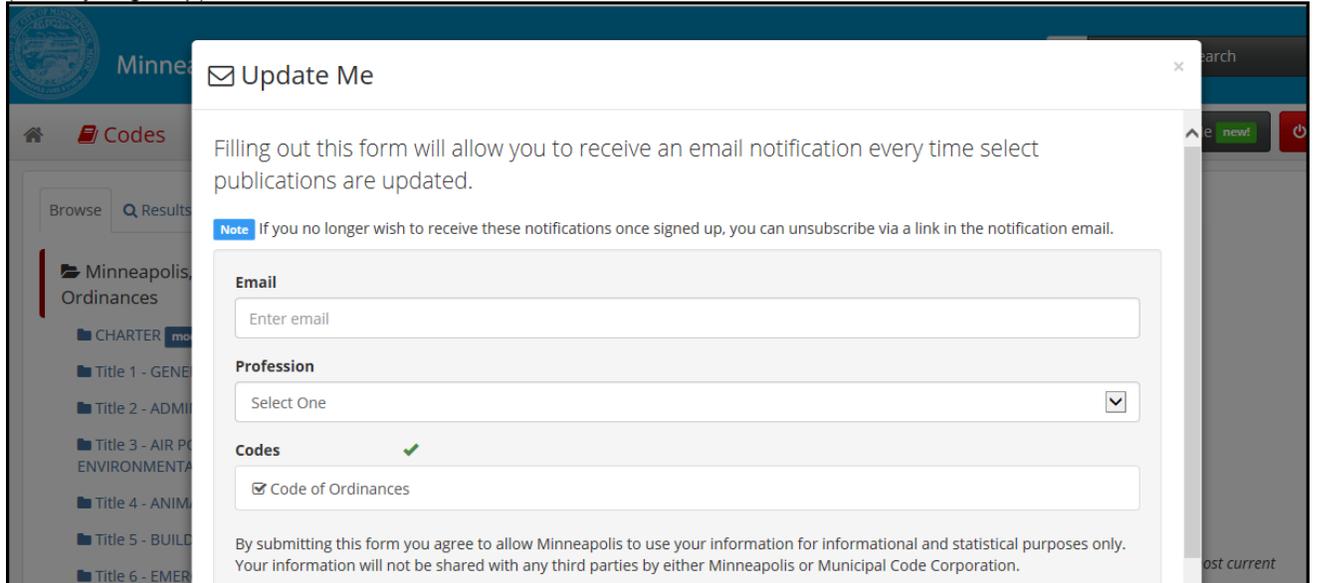


eNotify. Our eNotify service allows users to enroll online and receive email notifications each time your online code is updated. This will empower your staff and citizens to receive instant notifications every time your online code is updated.

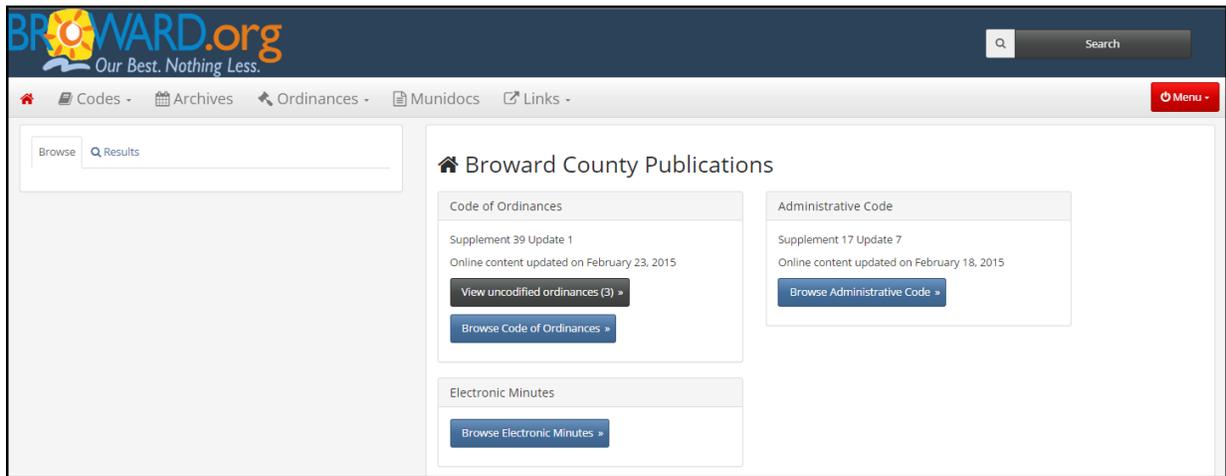
(eNotify Button for Easy Registration)



(eNotify Sign-Up)

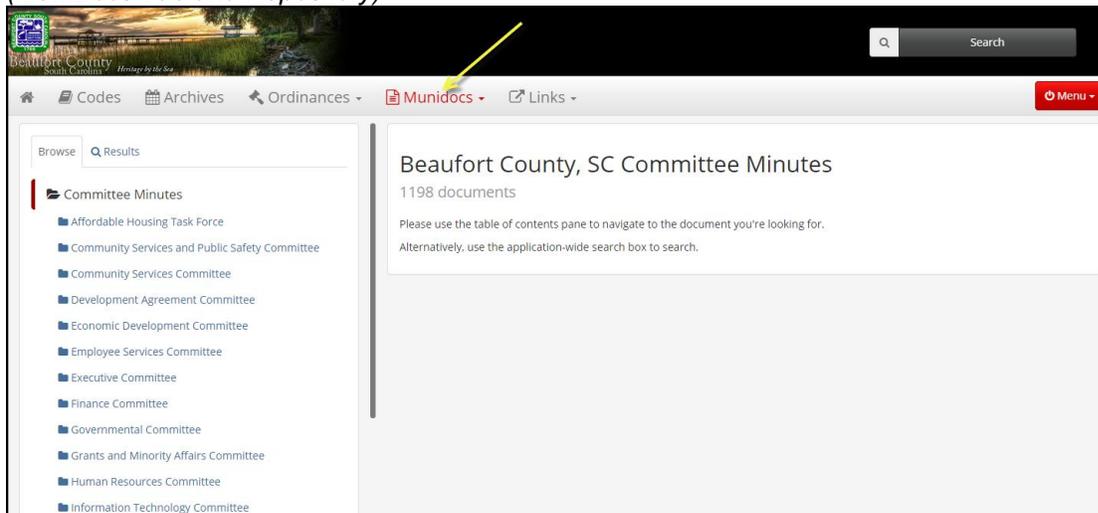


Custom Banner. We can customize the look and feel of your code to more closely match your website.



MuniDocs. Enables municipal users to send material of your choosing directly to us to upload documents to your online code. Let us do all the work and upload your minutes, resolutions, budgets, and or any other non-code material online. Your collection of documents, will be posted alongside your code and will be fully searchable and filterable for ease of use. No need for you and your staff to learn and manage a new system.

(MuniDocs Tab and Repository)



MuniPRO. MuniPRO Searching allows you to search the over 3,140 codes we host (the entire country, a single state, or individually selected codes of your choosing). MuniPRO Searches are ideal for researching local regulations of special interest, or to find out how other communities are dealing with similar issues. If the IP based model is selected, only Multiple Code Searching is available. MuniPRO provides subscribers with the following tools:

- 🕒 **Multiple Code Search.** Search all codes within one state, multiple codes within one state, or search over 3,140 codes in the entire U.S. hosted by Municode! Search results are sorted by relevancy and indicate the source publication, showing excerpts and keyword highlighting.
- 🕒 **MuniPRO Favorites.** Create a “favorites” list of frequently visited codes or sections. This will save time by making navigation a one-click process from your dashboard.
- 🕒 **MuniPRO Notes.** Create a note and attach it to any document in any publication. Note icons will show in both the table of contents and search results page, alerting the user to a previously written note. Notes can be shown or hidden when browsing and searching a publication, and a global listing of notes can be accessed with a single click from your dashboard.
- 🕒 **MuniPRO Drafts.** Begin a new ordinance draft to keep track of pending legislation. Drafts icons will appear in the table of contents and search results, and can also be accessed from a single click.

YOUR ADVANTAGES WITH



 municodeNEXT

 MY municode

Basic Search	●	●
Print/Save/Email	●	●
All-in-One Search	●	●
Advanced Search	●	●
Modern Design	●	●
Fully Searchable PDF documents	●	●
Twitter & Facebook Sharing	●	●
Enhanced for Tablet Use	●	●
PREMIUM FEATURES		
*OrdBank	○	●
*OrdLink	○	●
*CodeBank	○	●
*CodeBank Compare	○	●
*eNotify	○	●
*MuniPro	○	●
*Custom Site Theming	○	●

*Municode's optional, premium offerings are enhanced with MunicodeNEXT. Call or email for details.



Municipal Code Corporation • P.O. Box 2235 Tallahassee, FL 32316
info@municode.com • 800.262.2633
fax 850.564.7492 • www.municode.com

This proposal shall be valid for a period of ninety (90) days from the date appearing below unless signed and authorized by Municode and the Client.

Term of Agreement. This Agreement shall begin upon execution of this Agreement and end three years after the publication date of the new code. Thereafter, the supplement service shall be automatically renewed from year to year provided that each party may cancel or change this agreement with sixty (60) days written notice.

Submitted by:

MUNICIPAL CODE CORPORATION

Municode Officer: *Eric Grant*

Title: President

Date: February 29, 2016

Accepted by:

TOWN OF EAGLE, COLORADO

By: _____

Title: _____

Date: _____

Resumes and Project Contacts

Lawton Langford, Esq., Chairman & CEO. Lawton attended Vanderbilt University with a double major in Economics and Business Administration. His post-graduate degrees are a Juris Doctor from the FSU College of Law and a Masters of Business Administration from the FSU College of Business. Lawton is a member of the Florida Bar.

Eric Grant, Esq., President. B.S., U.S. Naval Academy; M.A., Georgetown University; J.D., University of Virginia School of Law. Member of the Florida Bar. Eric served as a Tank Platoon Commander in the United States Marine Corps. As a Marine, Eric served both stateside and abroad. Eric and his unit were deployed during Operation Enduring Freedom shortly after September 11, 2001. While serving as a United States Marine, Eric served in Virginia, Kentucky, California and abroad as a member of the 15th Marine Expeditionary Unit.

Legal:

H. E. "Rick" Grant, Esq., Executive Vice President and COO. B.S., U. S. Naval Academy; J.D., Florida State University. Rick is a former naval aviator and Navy attorney (JAG Corps) who retired as the Navy's senior attorney, the Judge Advocate General of the Navy. He has been with Municode for 18 years as the C.O.O. and has headed the Code Department for the last 4 years. He has overall supervision of the legal work of all code projects. He assigns the Municode attorney, and ensures that the final product is up to Municode's demanding standards.

Alyce A. Whitson, B.A., University of South Florida; J.D., University of Florida. Alyce is a long time member of the Florida Bar with more than 43 years of experience in state and local government law having served as a legal analyst for the Legislature of the State of Florida and attorney for the City of West Palm Beach, Florida and the Florida League of Cities before joining Municode. She has completed countless local government codes and other legal projects throughout the United States.

William J. Carroll Jr., Esq., B.S., Penn State University; J.D., Florida State University; more than 41 years of experience in local government law; Member of Florida Bar. Bill has completed hundreds of codes and legal projects throughout the United States including codes in Arkansas, Colorado, Florida, Indiana, Illinois, Kansas, Kentucky, Louisiana, Maine, Michigan, Missouri, Montana, Nevada, New Jersey, New Mexico, Pennsylvania, South Dakota, Tennessee, Texas, Virginia and Wyoming.

Roger D. Merriam, Esq., B.A., Mercer University; J.D., Emory University; more than 39 years of experience in local government law; Member of Florida Bar. Roger has reviewed Codes in all 50 states and completed Codes in multiple states including Alabama, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Massachusetts, Maine, Maryland, Michigan, Minnesota, Mississippi, Missouri, Nebraska, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Rhode Island, South Dakota, South Carolina, Tennessee, Texas, Virginia, West Virginia and Wisconsin.

Daniel F. Walker, Esq., B.S., Florida Southern College; J.D., Georgia State University College of Law. 8 years of private practice; 15 years of experience in local government law. Active member of Florida and South Carolina Bars, also admitted to practice before the Supreme Court of the United States and the U.S. Court of Appeals for the Armed Forces. Dan has completed code projects in South Carolina, North Carolina, Virginia, Texas, Louisiana, Mississippi, Alabama, Georgia, West Virginia, Illinois, and New Mexico.

Jim Jenkins, Esq., B.A., Eckerd College; J.D., University of Maryland School of Law; Former Appellate Attorney and Trial Prosecutor for the Kings County District Attorney's Office, Brooklyn, New York; 19 years of experience in complex legal research and litigation; 8 years of experience in local government law. Jim has completed Codes in Alabama, California, Georgia, Louisiana, Maryland, New Hampshire, South Carolina, Texas, Utah, Washington and Wisconsin.

Sandra S. Fox, Esq., B.A. (Summa Cum Laude) Florida State University; J.D. (Magna Cum Laude), Florida State University; 13 years of experience in legal research and writing; 10 years of experience in local government law. Sandra has completed over 200 codes and various other legal projects in Alaska, Alabama, Florida, Georgia, Illinois, Kansas, Maine, Michigan, Minnesota, Montana, Oklahoma, Missouri, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, and Wisconsin.

Julie E. Lovelace, Esq., B.A., University of North Carolina - Chapel Hill; J.D., Samford University Cumberland School of Law; 25 years of experience in local government law (11 years as Senior Assistant County Attorney for Leon County, Florida, 14 years in private practice); member of the Florida Bar. Also admitted to practice before the U.S. Court of Appeals for the Eleventh Circuit, U.S. District Court for the Middle District of Florida and U.S. District Court for the Northern District of Florida.

Mary Margaret Bielby, Esq., B.A. (cum laude), Florida State University; Masters Certificate in Project Management, Florida State University; J.D., Samford University Cumberland School of Law. Experience in local government law and civil and criminal law at the federal level.

William "Bill" Sweeney, Esq., B.S., University of Montana; J.D., University of Montana; LLM (Criminal Law), The Army Judge Advocate General School; M.A. (National Security and Strategic Studies), Naval War College. Former Navy Attorney for 21 years, retiring as Captain. Bill also has 7 years of experience in local government law, 3 as Assistant County Attorney. Member of Montana Bar. Also admitted to practice before U.S. District Court of Montana and U.S. Court of Appeals of Armed Forces.

Project Coordinators/Customer Service:

Dale Barstow, Vice President of Sales & pilot of Municode's corporate airplane. Graduate from Embry-Riddle Aeronautical University; Honorary Town Clerk in 5 States; former Municipal Clerks Education Foundation President; Dale has over 40 years of experience in client sales. Dale meets with our customers to ensure face to face communication and coordination.

Steffanie W. Rasmussen, Assistant Vice President of Sales. M.S., Industrial & Organizational Psychology, Kansas State University; B.S., Business Psychology, Florida State University; Certificate in Performance Management, Florida State University. She is communication, efficiency and customer service driven.

Patrick Holiday, Colorado Inside Sales Representative. Patrick has over 20 years in customer service and sales before coming to Municode. Patrick has worked for Municode since 1999 and has worked in both Distribution and Sales Departments. Customer Solutions is Patrick's primary focus.

Dennis J. Sinnett, Vice President of Supplements. B.S., United States Naval Academy; M.A.S., Embry-Riddle Aeronautical University. A former Naval aviator with over 30 years of leadership experience, he is the Supervisor of the Supplement Department.

Additional Services

Municode offers the following additional services and/or products to our clients. All of the products listed below may be purchased from Municode with this agreement. No additional contracts are necessary. Pricing is available upon request. As an additional service/product under this contract, the following optional services are available:

Distribution. Fulfillment services are available to distribute individual printed copies of codes and supplements to departments or subscribers at no additional fee to you. We can sell your codes, supplements, chapter reprints, binders and tabs at a pre-determined price. We assume all risk and expense for providing these items. Orders can be placed through our online ordering, via fax, mail or telephone. More detailed information about distribution services will be provided after the return of the proofs.

Future Legal Review. At any point during the term of this Agreement, or extensions thereof, we can provide additional legal reviews to identify inconsistencies, obsolete provisions or compare the code to current state law. State law references can be updated in conjunction with this legal review or as a separate engagement.

Utility Billing and Revenue Management Services. MCCadvantage (MCCa), a fully integrated division of Municipal Code Corporation, offers industry leading end-to-end utility bill presentment services for the local government market. MCCa's revenue management services include utility bill print and mailing, e-bill fulfillment, pro-active notifications and electronic payment options. Currently, almost 70 municipal owned utilities trust MCCa to process approximately 9 million bill statements annually. Our utility billing processes create flexible, efficient and customer-centric solutions that allow municipalities to better leverage existing billing resources. Costs for bill presentment services, including custom bill design, data formatting, printing and mailing services are competitively priced based on billing volume.

Enterprise Content Management Software (Laserfiche). With a client base of over 600 government agencies, we are the largest provider of Laserfiche solutions in the country.

Electronic Agenda and Legislative Management (Legistar). MCCi, a subsidiary of Municipal Code Corporation, offers the Granicus Legislative Management Suite (Legistar) and related services which provides electronic automation and creation of Agendas and Minutes. Options for integrating Legistar with Laserfiche and MunicodeNEXT are also available.

Digital Imaging Services. MCCi offers scanning, indexing and integration of hard copy documents, electronic documents, and microfilm/microfiche. MCCi integrates the records with Laserfiche Software to provide the Client with the most powerful search engine available.

Open Records Request Solution (JustFOIA). MCCi offers its JustFOIA solution to help agencies track Open Records Requests. JustFOIA is a hosted solution that is user-friendly, affordable, and integrated with Laserfiche ECM.

Contract Management Software (Contract Assistant). MCCi offers the Contract Assistant Software (developed by Blueridge Software) which is a solution designed to provide control and automation of the contract management process, while also offering Laserfiche integration options.

What Our Clients Say about Partnering With Us

"We were not only impressed with the services and products provided by Municode but the speed in which it all took place. Our Legislative Body and Administration were pleased with the new code books and the pricing we received. Thank you for producing this great product with such professionalism. We look forward to our continued relationship with Municode."

"We certainly couldn't have done it without your team. MCC is a very customer oriented company."

"I find everyone at Municode delightfully friendly and helpful. You are all very professional. It's apparent that you all care a great deal about good customer service. That is wonderfully refreshing as it is so hard to find anymore."

"I am extremely satisfied with Municipal Codes Corporation's performance and customer assistance. Not many companies provide such excellent services."

"You have personally demonstrated excellent service, diligence and concern for the integrity of our code and the integrity of the product your company produces. Please know your efforts are very much appreciated!"

"We appreciate the superior customer service you have provided. I can't tell you how nice it is to have people that will work with you."

"You are true professionals and great to work with!"

"Thank you for the tremendous job that you do for us. You always make me look good as the Clerk and I truly appreciate your services."

"WONDERFUL!!! Thanks for making my life easier, I really appreciate all that you do!"

"Your diligence, care, command over the process and attention to details have been exceptional. Moreover, what also helps set you apart from most of those in your line of work is that, you are readily accessible and exceedingly responsive. I hope that my clients are as pleased with me as I am with you."

"I really enjoy working with you! Your responsiveness and enthusiasm are greatly appreciated!!!"

February 29, 2016

Ms. Jenny Rakow
Town Clerk
200 Broadway
PO Box 609
Eagle, CO 81631

Sent via email: jenny.rakow@townofeagle.org

Ms. Rakow:

Thank you for recently speaking with our Sales Representative, Patrick Holiday, and expressing interest in utilizing Municode for recodification and supplementation services. We have reviewed the Town's code and are pleased to submit the following information to the Town of Eagle.

Our team is driven by the desire to serve you and your citizens. We believe that quality customer relations and exceptional service are what set us apart in the legal codification industry since 1951. Our commitment to service inspires us to: provide you with the highest quality legal codification services in the industry; set the standard for online and mobile services; ensure that you receive the most accurate and timely supplements possible and to work with you as a long-term partner. Our desire to serve you is why we have chosen this profession.

Why Municode?

Integrity. *"Our word is our bond."* We believe that long-term relationships built on trust are built to stand the test of time. Our goal is to serve you and your citizens for the next 30 years or more.

Attorneys. We have a team of full-time attorneys. All of your legal work is completed by our experienced team of in-house attorneys.

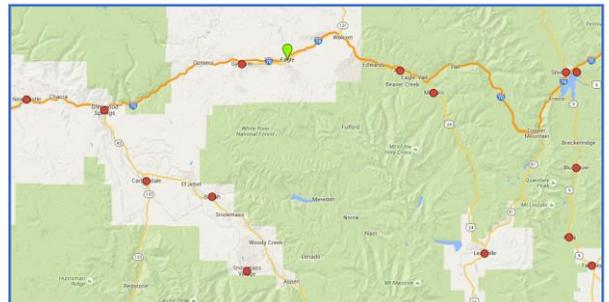
Experience. With over 3,755 customers in all 50 states, we are the nation's most trusted and experienced codifier of local government codes in the nation, currently hosting over 3,160 municipal codes online. Our team of attorneys has an average of over 20 years of codification experience. With over 190 professionals committed to serving you, we have the depth of knowledge and experience that it takes to stay at the forefront of legal and technological developments.

Relationships. For over 65 years, we have earned the trust, loyalty and respect of our customers by focusing on what is most important to us: our customers. We have a team of customer service professionals dedicated to serving you, your team and your citizens. No matter what the challenge, we are here for you.

Quality. We are committed to excellence in every product that we create. Our team of legal editors and legal proofreaders, each averaging over nine years of service, is dedicated to providing you with the most accurate and timely product available in the nation.

Technological Leadership. MunicodeNEXT is the nation's most advanced, accessible and intuitive website. With MunicodeNEXT, your staff and citizens can have access to your code of ordinances, all archived versions of your code, every official copy of your ordinances, the power to compare versions of your code over time, the ability to be notified every time your code is updated and a powerful search engine capable of simultaneously searching your code, ordinances, minutes, resolutions, budgets and more. Our web tools are designed to make your job easier, your code more accessible and your citizens more informed.

Commitment to Colorado. We are proud to serve 136 municipalities in the state of Colorado, including several in the Eagle area. We regularly sponsor the Colorado Government Finance Officers and Municipal Clerks Association.



Why Our Clients Love Us

Applying our Legal Experience. We have a large team of full-time attorneys. This is a crucial factor to consider when assessing the qualifications of a codification company that is being considered for legal publication and supplementation services. We have been in business for over 65 years and have worked for decades serving the biggest and most advanced municipalities in the nation, including our 136 clients located in Colorado. No other codification company has this level of experience and knowledge that can be harnessed for your benefit.

Team Approach. We have 14 legal editorial teams, over 35 legal editors and over 20 legal proofreaders. By partnering with us, you are provided with a depth of legal talent that is unmatched in the industry. You and your citizens deserve the best and deserve to have a team that will be here to serve you no matter what the situation.

Customer Service. Our goal is to fully understand your unique needs. Your Municode Representative, Patrick Holiday, is able to talk to you anytime. Patrick can also provide training or host webinars throughout the term of the contract.

Your Representative. Municode's Colorado Inside Sales Representative, Patrick Holiday, meets with our Colorado clients virtually and on the telephone, with webinars and teleconferences. He works to ensure that our Alabama and Mississippi clients are well taken care of. He also attends some Colorado conferences. He is available to answer questions or schedule a meeting with you as needed.

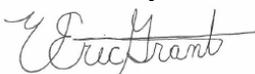
Real People. If you have a question, our response time is normally less than a few minutes via e-mail (constantly monitored) or within the half-hour for phone correspondence. When you call us, you will find that our phones are answered by our employees...not an automated answering service.

Personal Touch. We are a family-owned, medium size business which means you always receive a level of personal service that is unparalleled in the industry. We earn our reputation by providing exceptional customer service, offering helpful suggestions and developing solutions for your unique situation.

Responsible Citizen. We are proud to support numerous Clerk, Attorney, Municipal and County Associations. Additionally, we partner with the International Institute of Municipal Clerks and International Municipal Lawyers Association to provide services to their members. Our Vice President of Sales, Dale Barstow, is the former President of the Municipal Clerks Education Foundation. We are also extremely active within our community, supporting the United Way, Boys Town, the Tallahassee Veteran's Village and Ability First through quarterly employee volunteer days.

If you have any questions or desire additional information, please call and speak with Sales Representative Patrick Holiday or our Assistant Vice President of Sales, Steffanie Rasmussen. We are also happy to schedule a conference call or webinar with all interested parties, or meet with you personally. We are here to serve you!

Sincerely,



W. Eric Grant
President

WEG/gm

Enc.

cc: Steffanie Rasmussen, Assistant Vice President of Sales

steff@municode.com / 800-262-2633 ext. 1148

Patrick Holiday, Alabama & Mississippi Inside Sales Representative

pjh@municode.com / (800) 262-2633 ext. 1226

Executive Summary

We would like to propose the following option for your consideration. For further details on the project, please see page XY.

Recodification, Supplementation and MunicodeNEXT:

*Logic: Give your municipality a fresh start. Engage our full-time attorneys to examine the legal sufficiency of your code from top to bottom. Clean up the pagination, reprint all pages and replace binders and tabs, if needed. Quickly and efficiently transition your code to the most advanced suite of web/mobile services available in the nation: **MunicodeNEXT**.*

Ⓢ Recodification	\$12,750¹
Ⓢ Supplementation.....	\$19 per page
Ⓢ Online hosting and support.....	1st year fee waived, then \$350²
Ⓢ Timeline	8-12 months

Pricing = Apples to Apples:

We realize that different companies call services by different names. Here are some important considerations to keep in mind when comparing proposals:

- Ⓢ A full-time, Municode attorney will legally review the code, not just a code editor;
- Ⓢ The recodification base cost of **\$12,750** is based on a **900 page, single column 12 point code**;
- Ⓢ Supplement charges - **single column per page rate of \$19**;
- Ⓢ The **online code is free for the first year** and then **only \$350** for our basic service.
- Ⓢ If you want to further enhance the transparency of your online code, you can upgrade to the MyMunicode bundle **for free the first year and then only \$1,195!**
- Ⓢ Municode **does not** charge an extra fee for posting supplements online or printing your supplement pages, nor do we charge a supplement handling fee. All of these services are already included in your supplement per page rate.

¹ Please see page 4 for additional pricing details.

² Please see page 6 for additional features and pricing available on our MunicodeNEXT platform.

Recodification Quotation Sheet

Recodification base cost, includes

\$12,750

- 900 single column pages
- The current code can be posted as a PDF during the recodification project
- Receipt, review and organization of materials
- Legal analysis & research by a full-time, Municode attorney
 - Preparation of legal memorandum by a Municode attorney
- Conference with attorney (make selections below)
- Implementation of approved legal findings
 - Updating state law references
 - Editorial preparation and proofreading
 - Page formatting (make selections below)
 - Indexing
 - Creation of tables³
 - Graphics⁴ & tabular⁵ matter
- Final proofreading and corrections
- Quality control review and printing
 - 7 copies, to include 3-post stamped binders and tabs
- Adopting ordinance prepared by a Municode attorney

Conference Selection:

- On-site conference, each **Attorney time, travel, lodging and per diem**
- Teleconference or web-based conference, 3 hour session **No charge⁶**

Format Elections *(Please check or circle desired elections below)*

Font: Times New Roman - Will be used as the font unless otherwise indicated.

Other choices include: Helvetica, **Avant-Garde Demi**, Courier, Palatino, Helvetica Narrow, Century Gothic, Gill Sans and Arial MT

- | | | | |
|-------------------------------|--|--|---|
| Font Size: | <input type="checkbox"/> 10 point | <input type="checkbox"/> 11 point | <input type="checkbox"/> 12 Point |
| Page Format | <input type="checkbox"/> Double column | <input type="checkbox"/> Single column | |
| Binder Color: | <input type="checkbox"/> Semi-Bright Black | <input type="checkbox"/> Dark Blue | <input type="checkbox"/> Hunter Green <input type="checkbox"/> Burgundy |
| Binder Stamping Color: | <input type="checkbox"/> Gold | <input type="checkbox"/> Silver | <input type="checkbox"/> White |

Items not included in base cost

- | | |
|---|---------------------------------|
| <input type="checkbox"/> Pages over 900, 12 point single column pages per page | \$19 |
| <input type="checkbox"/> Freight | Actual |
| <input type="checkbox"/> State sales tax | If applicable |
| <input type="checkbox"/> Post your code on MunicodeNEXT | See selections on page 6 |

Payments for recodification project - *Base cost split into four payments – Your project can be budgeted over two fiscal years*

- | | |
|---|----------------|
| <input type="checkbox"/> Execution of Agreement | \$4,460 |
| <input type="checkbox"/> Submission of the Legal Memorandum | \$3,190 |
| <input type="checkbox"/> Submission of Draft Code | \$3,190 |
| <input type="checkbox"/> Delivery | Balance |

³ The following tables will be created and are included in the base cost: supplement history table, code comparative table, state law reference table and ordinance history table. An additional hourly charge applies for creation, modification, addition or updating of any table other than those enumerated in this footnote.

⁴ Includes printing all copies. Additional fees will apply if graphics are printed in color.

⁵ Tabular matter is defined as algebraic formula, or other materials that require special programs or extra editorial time to modify and prepare for inclusion in an update.

⁶ For the initial 3-hour session. \$150 per hour thereafter.

Supplement Service Base Page Rate⁷ Quotation Sheet

Supplement Service Base Page Rate

Page Format	Base Page Rate
Single Column	\$19 per page

Base page rate above includes:

-  Acknowledgement of material
-  Data conversion, as necessary
-  Editorial work
-  Proofreading
-  Updating the index
-  Schedule as selected by you⁸
-  Updating electronic versions⁹ and online code
-  Printing 7 copies

Base page rate above excludes:

- | | |
|---|-----------------------------|
|  Freight | Actual freight |
|  State sales tax | If applicable |
|  Graphics ¹⁰ & tabular ¹¹ matter, per graphic or table | \$10 |
|  MyMunicode or online code | Selections on page 6 |

Electronic media options for Code of Ordinances (sent via download)¹²

- | | |
|---|--|
| <input type="checkbox"/> Folio Bound Views | \$295 initially then \$100 per update |
| <input type="checkbox"/> WORD (DOCX) | \$150 initially then \$75 per update |
| <input type="checkbox"/> Adobe PDF of the code | \$150 initially then \$75 per update |
| <input type="checkbox"/> Adobe PDF of each supplement | \$150 initially then \$75 per update |

Payment for Supplements and Additional Services:

-  Invoices will be submitted upon shipment of project(s).

⁷ All prices quoted in this section may be increased annually in accordance with the Producer Price Index – Bureau of Labor Statistics.

⁸ Schedule for supplements can be weekly, bi-weekly, monthly, bi-monthly, quarterly, tri-annual, semi-annual, annual or upon authorization. Electronic updates can occur more frequently than printed supplements.

⁹ We do not charge a per page rate for updating the internet; however a handling fee is charged for PDF, Word, Folio or additional electronic media items ordered.

¹⁰ Includes printing of all copies. Additional fees will apply if graphics are printed in color.

¹¹ Tabular matter is defined as tables, algebraic formula, or other materials that require special programs or extra editorial time to modify and prepare for inclusion in an update.

¹² “delivery” is defined as making updated electronic data available to you via download or FTP. Fee applies whenever content is delivered as HTML, PDF, Folio or Word, via one of the aforementioned mediums.

Online Services Quotation Sheet

- The current code can be posted online as a PDF during the recodification project at no additional charge to you.

Elections below will be implemented upon adoption of your new code.

Please check the appropriate box (es) to indicate your selection:

Value Pricing:

- MyMunicode¹³ includes the following:

\$1,195 annually¹⁴
First year fee waived

- Online Code = MunicodeNEXT
- OrdBank
- CodeBank
- CodeBank Compare + eNotify¹⁵
- MuniPRO
- Custom Banner

A la carte pricing:

In lieu of purchasing the above package, online services can be purchased a la carte at the following rates:

- | | | |
|--------------------------|---|--------------|
| <input type="checkbox"/> | Online Code = MunicodeNEXT (annually) <i>first year fee waived</i> | \$350 |
| | Collapsible TOC (Frameless Version); Mobile Friendly Site; In-line Images and PDF's; Social Media sharing, Scrolling Tables and Charts; Narrow, Pinpoint & Advanced Searching; Save as WORD (DOCX), Hide the Table Of Contents, Print and Email; Internal Linking within the Code; Static Linking/Bookmarking; Server Stability and Disaster Recovery Plan; Phone and Web support for Citizens and Staff; & Server Backup Location in Atlanta, GA | |
| <input type="checkbox"/> | CodeBank (annually) | \$150 |
| <input type="checkbox"/> | CodeBank Compare + eNotify¹⁶ (annually) | \$250 |
| <input type="checkbox"/> | MuniPRO Service (annually) | \$295 |
| <input type="checkbox"/> | Custom Banner (onetime fee) | \$250 |
| <input type="checkbox"/> | MuniDocs (up to 25 documents per year updated quarterly) | \$300 |

ORDINANCES PENDING CODIFICATION

Option 1) OrdBank

- | | | |
|--------------------------|---|--------------|
| <input type="checkbox"/> | Per ordinance fee | \$35 |
| <input type="checkbox"/> | Flat annual fee (recommended if MyMunicode is not selected) | \$340 |

Option 2) OrdBank + OrdLink

- | | | |
|--------------------------|---|--------------|
| <input type="checkbox"/> | Per ordinance fee | \$60 |
| <input type="checkbox"/> | Flat annual fee (recommended if MyMunicode is not selected) | \$440 |

Municode does not charge a per page rate to update the internet – this is all included in the supplement per page rate.

¹³ Municode does not charge a per page rate for updating the online code (Internet). Your per page supplement rate of \$19 for the codification of new legislation is not affected or reduced by selecting our budget friendly and feature enriched MyMunicode bundle package.

¹⁴ Total value if each item were to be purchased a la carte would be approximately \$1,385 per year with participation in our OrdBank service.

¹⁵ Enrollment in CodeBank is required in order to receive the CodeBank Compare/eNotify technology.

¹⁶ Enrollment in CodeBank is required in order to receive the CodeBank Compare/eNotify technology.

Scope of Services - Recodification

We will handle the publishing for your Code of Ordinances. This includes legal work, editing, page composition, proofreading, indexing, and delivering the information in print or via electronic copy. Hereinafter, unless specifically cited, a reference to "codes" or "the codes" includes the Municipal Code of Eagle, Colorado. We understand the scope of this project to include a complete recodification of the code, ongoing supplemental services and online hosting of the code. A summary of the recodification process is provided below.

Recodification Project Leader: H.E. Rick Grant, Executive Vice President and C.O.O.

Excellence

*"The code update went far beyond my expectations. Everyone at Municode was nice to work with and always responded in a timely manner. Your customer service was outstanding. Thanks again for a very positive experience."
- Barron, WI*

Material

The following sections describe the nature of material included or excluded in the project, creation of a disposition list, and the methodology of adding material to the online version of the code.

Ordinances. All legislation of a general and permanent nature, passed in final form by you as of the cutoff date established by the Municode attorney (usually following delivery of the legal memorandum), will be included in the new code. We will rely upon the material (in print or electronic form) as furnished by you during the recodification process. All material that we receive will be acknowledged via e-mail, in order to establish a record of included ordinances. Legislation not of a general and permanent nature will be omitted from the code unless otherwise instructed by you.

Attorney Analysis and Review of Material. We will assign a team, consisting of a lead attorney, legal editor, proofreader and indexer, to the project. All recommendations by our legal team are intended for use by your attorney and should not be considered legal advice. Our legal team is responsible for the following: We will research all legislation submitted by you against the State Constitution, State Law and the Charter; additionally, the ordinances are compared to other ordinances, in order to determine if there are any inconsistencies or conflicts within the legislation itself. Zoning and Land Use provisions will be reviewed only if included in the code. Ordinances enacted, or added, subsequent to the date of this agreement, or items not contemplated within the scope of service, may be added at an agreed upon page rate. We will suggest a structure and organization for the code and

provide a table of contents indicating the recommended structure.

Page Format Options. We will review page composition format options, such as font type, font size, page layout, and graphics appearance and placement with you. We will help you choose a format that produces a professional document that is easily researched.

References. We will provide State Law references within the code. Editor's notes will be provided as appropriate. Internal references within the code will be hyperlinked in the online version.

Legal Memorandum. We will provide you and your staff with a user-friendly legal memorandum containing all of our analysis and recommendations. This memorandum will reflect our attorney's legal review and will provide you with recommended options intended to remove conflicts and inconsistencies; conform to state law, when appropriate; and ensure compliance with your charter. This approach facilitates collaboration and dissemination among departments, thus making the process as easy for you as possible. Our goal is to make the recodification process simple and smooth for you. From start to finish, we will work with you to complete the project as quickly and efficiently as possible.

Conference. We will conduct a conference, either in person, via telephone or webinar, to review the legal memorandum and recommendations. All interested personnel may be included; but your attorney and clerk are essential. Issues discovered during the legal research will be discussed at the conference, with the goal of the conference being to come to agreement on any required changes. Your attorney has the final decision making authority for resolution of issues brought up at the conference or noted in the legal memorandum.

Implementation of Conference Decisions

Editing and Proofreading. Our team will edit the text of your code to reflect proper grammar and stylistic consistency. We will not reword any provision that changes the substantive intent of the code, unless you approve the revision. However, non-substantive revisions to improve readability are a part of the process. We will proofread your code. The text will be reviewed for sense and structure and to ensure the implementation of the decisions by your attorney and our attorney.

Graphics, Index and Tables. Our team will create a hierarchical, subject matter index and all tables (contents, state law reference, prior code comparison, and ordinance disposition) for your code as necessitated by the materials provided. The creation of additional tables can be performed for an additional hourly fee. We will insert the graphics you have provided into the printed and electronic versions of the code. Manipulation, enhancement or reformatting of any graphic supplied by you can be performed for an additional hourly fee.

Post Conference Memorandum and Draft Code. After editing and proofreading, a post-conference memorandum and a draft code incorporating solutions captured in the legal memorandum and agreed upon at the legal conference will be delivered to you. The draft code will be in final print form and will be provided to you for final review prior to printing and shipment. We guarantee typographical correctness. Any errors attributable to our team will be corrected at no charge during the term of this agreement. Our liability for all services shall extend only to correcting the errors in the code and subsequent updates, not to any acts or occurrences as a result of such errors, and only as long as the contract is in effect.

Adopting Ordinance. Our attorney will provide an adopting ordinance upon completion of the project.

Delivery of Code

Electronic Format and Delivery Options. Your new code can be delivered in HTML, PDF, DOCX, Folio or integrated with the dtSearch Engine on our MunicodeNEXT platform. Electronic delivery mediums include online posting and download.

Printing and Binding. We will print your code on acid-free paper in your chosen format. Color printing is available at an additional charge. Standard binding for the code is three-post, expandable, dark blue, hunter green, semi-bright black, burgundy, leatherette binders with gold, silver or white stamping. Alternate binders, such as D-ring or polyvinyl, are also available. A seal or logo can be added to the front cover and spine in addition to the text, for an additional charge, if desired. Divider tabs for each major section of the code and index are also provided.

Client Responsibility

Amendatory Legislation. Please forward all adopted legislation (including amendments, the Charter, Special Acts and other pertinent rules and regulations having the effect of law) to be codified on a continual basis. Submission should be timely and can be sent in electronic or printed form. Electronic submission is highly preferred.

Review Legal Memorandum. Please review the legal memorandum to ensure that it comports with your intentions and modify and/or approve the proposed table of contents and organization of the code, page format, font type and size, approve number of copies to be printed, binder colors and choice of electronic format and medium.

Participation of Attorney. Please ensure your attorney and other interested personnel attend and participate in the project, including on-site or teleconference and review of the code draft.

Submission of Data. Please provide data, graphics and tables of the highest reproducible quality, preferably in their original, electronic format. Provide a black and white line art seal or logo for the binders, if desired.

Draft Code. Please review and return the draft within thirty (30) days of receipt. To assist you in this endeavor, a post-conference memorandum will accompany the draft code to point out to you where changes and additions have been made. Any changes to the text should be marked directly on the draft and returned to us. Changes not discussed at the conference may result in a proof update fee.

Supplemental Updating

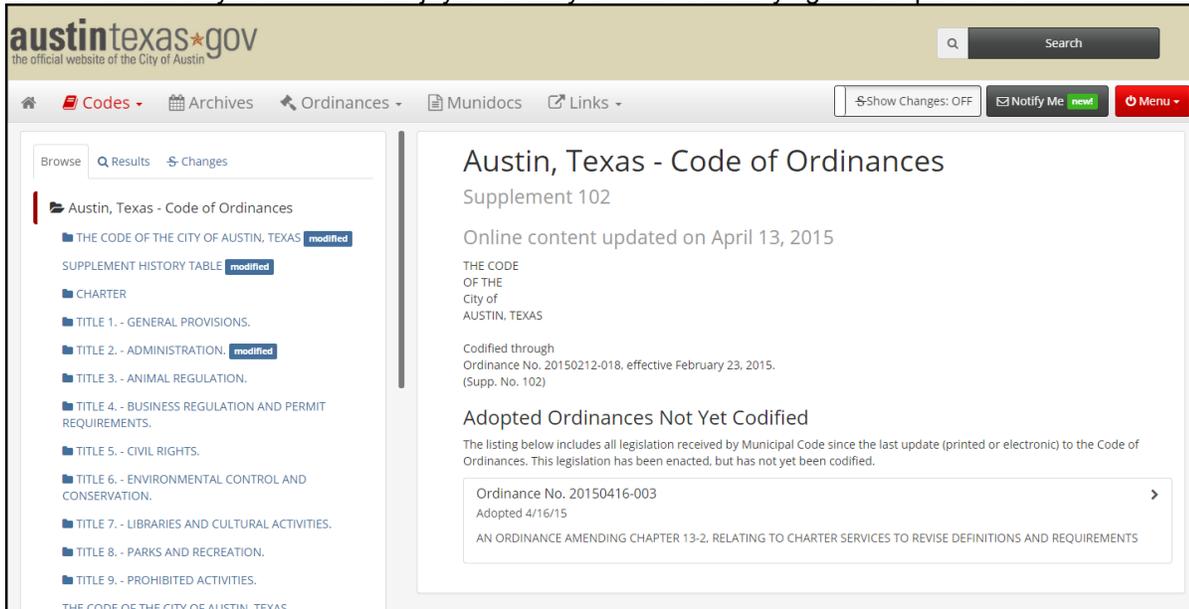
We will handle 100% of the publishing for your code. This includes editing, page composition, proofreading, indexing, and delivering the information as printed or via electronic copy. Supplementation will start upon completion of the recodification project on the schedule selected by the client.

Editorial Approach. We use a team approach to editing. This provides for consistency in editing, understanding and quality of work for you.

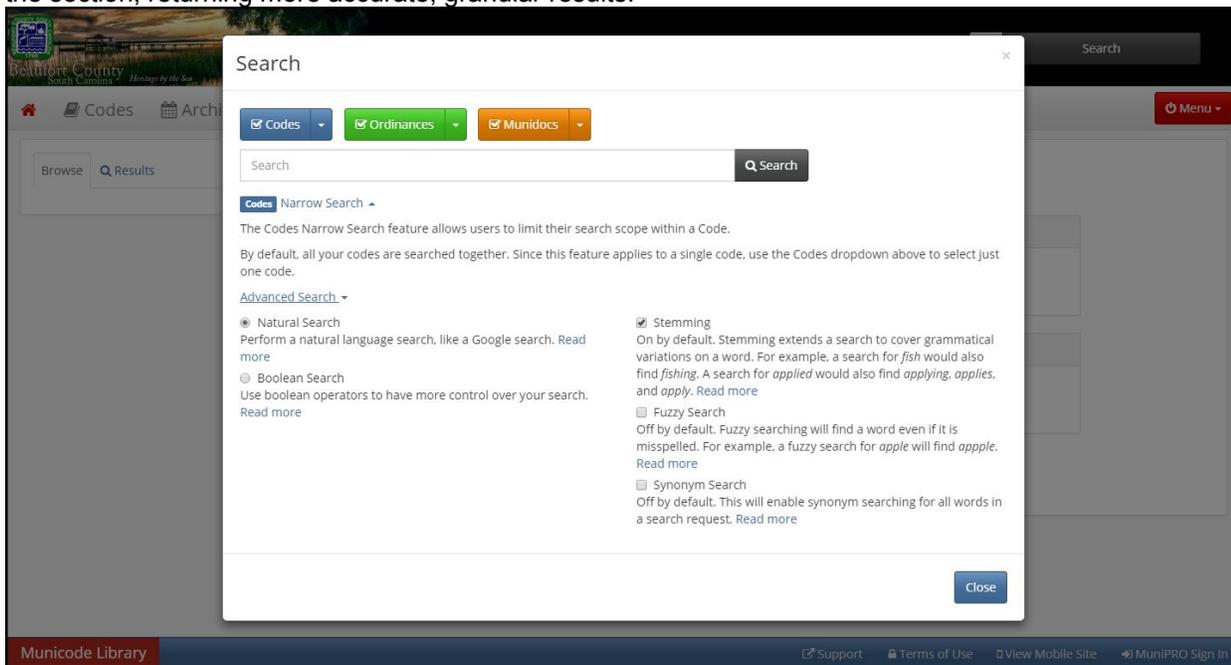
Ongoing Supplementation. Our goal is to meet and exceed the needs and expectations of our clients. Working with you and your staff, we will create whatever supplementation schedule will best serve you and your citizens.

MunicodeNEXT – Online Resource of Standard Features

- 🔊 **Modern Design** – MunicodeNEXT was designed by our team with an emphasis on mobile devices. This means that tablet users will be directed to the full version of your site. This advance was made possible thanks to the responsive user interface that we have created. Being able to access the full version of MunicodeNEXT from a tablet means that your users will enjoy a more dynamic and satisfying user experience.



- 🔊 **Tablet friendly** – Tablet users are directed to the full desktop version of the site. The advanced user interface uses large buttons and icons, making it extremely touch friendly.
- 🔊 **Searching** – Search results begin in a popover, then move to a persistent left-hand tab as you cycle through the results. You can toggle between search and browse modes by selecting the appropriate tab. This enables you to quickly move through search results without clicking “back” to a search results page. The code is also indexed by the section, returning more accurate, granular results.



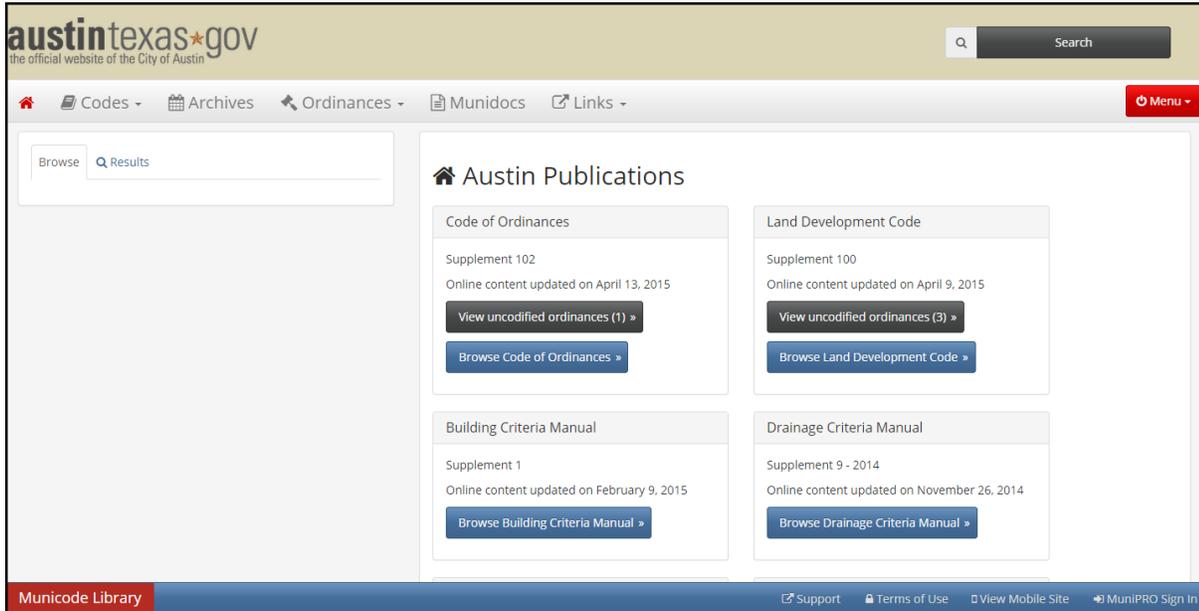
- 🔊 **Advanced Searching** – You and your power users can conduct searches using Normal Language, Boolean Logic, Stemming, Fuzzy Search and Synonym search.
- 🔊 **Searchable ordinances** – Thanks to our OrdBank service, ordinances posted pre and post-codification are full-text searchable with hit highlighting.

🔊 **Searching all content types** – If you use our OrdBank or MuniDocs service, you can search any combination of the code, ordinances, and MuniDocs simultaneously. Search results are color coded and labeled for easy identification.

🔊 **Narrow Searching** – Your users have the ability to search selected chapters or titles in order to pinpoint their searches and find what they are looking for as quickly as possible!

🔊 **Print/Save/Email** – Users can print, save (as Word) or email files at the section level, as well as, at the article or chapter level. You will also be able to print, save or email non-sequential sections from multiple portions of your code(s).

🔊 **Multiple publications** – If you have multiple publications (code, zoning, etc.), they will all be searchable from one interface.



🔊 **Social Media Sharing** – You and your users are able to share code sections via Facebook and Twitter. This will make it easier for you and your team to utilize social media in order to engage your citizenry and enhance your level of transparency.

🔊 **Internal Cross-Reference Linking** – Cross-references within your code are linked to their respective destination Article, Chapter, or Section.

🔊 **Mouseover (cluetips)** – Navigate to your code and any linked cross-reference will quickly display the pop-up preview window.

🔊 **Static Linking** – Copy links of any section, chapter or title to share via email or social media.

🔊 **Scrolling Tables and Charts** – Headers stay fixed while you scroll through the table/chart.

🔊 **GIS** – We can provide a permalink to any code section and assist staff to create a link from your GIS system to relevant code sections.

🔊 **In-line Images & PDFs** – We take great care to ensure that your images match online and in print, and are captured at the highest quality possible. Our online graphics can be enlarged with a frameless view to maximize the image. Municode can also incorporate PDFs of certain portions of the code that have very specific viewing and layout requirements.

🔊 **Collapsible TOC** – The table of contents collapses and is re-sizeable, providing additional real estate with which you may view your code. Easily view your maps, graphs and charts by simply enlarging the item.

🔊 **Support** – Phone, email and web support for citizens and staff: 24 hour email response; phone support from 8:00 a.m. to 8:00 p.m. (eastern)

MunicodeNEXT

Take your online code to the NEXT level with these exclusive, premium features!

OrdBank. With our OrdBank solution, newly adopted legislation will be posted online in between supplements. Upon the completion of your supplement, the ordinances will be linked in your history notes and stored in your OrdBank Repository under the “OrdBank” tab.

(Hyperlinked Ordinance in Text)

The screenshot shows the MunicodeNEXT interface. On the left is a navigation menu with categories like 'Chapter 1 - GENERAL PROVISIONS', 'Chapter 2 - ADMINISTRATION', 'Chapter 6 - AIRPORTS AND AIRCRAFT', 'Chapter 10 - AMUSEMENTS AND ENTERTAINMENT', and 'Chapter 14 - ANIMALS'. Under 'Chapter 14 - ANIMALS', there are sub-items 'ARTICLE I. - IN GENERAL' and 'ARTICLE II. - ANIMAL CONTROL'. The main content area displays 'Sec. 14-28. - Restraint of animals by owners.' with three sub-sections: (a) *Running at large*, (b) *Control of animals generally*, and (c) *Female dogs and cats in heat*. A red arrow points to a link '(Ord. No. 2010/7, 4-26-2010)' below the text.

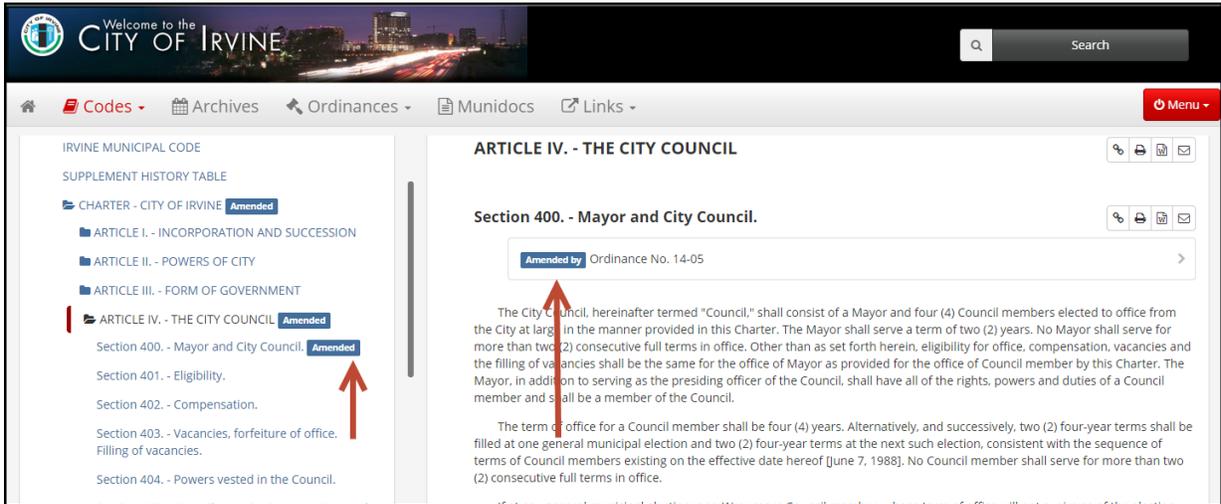
(One-Click Access to the Original Ordinance)

The screenshot shows the MunicodeNEXT interface with a modal window open for 'Ordinance No. 2010-07'. The modal has tabs for 'Pdf', 'Details', and 'Download'. The 'Pdf' tab is active, showing a PDF viewer with a yellow background. The text in the PDF reads: '2010/7 Animal and Shelter and Control (rewrite of ordinance), Chapter 14, Article II'. The viewer includes a toolbar with a 125% zoom level and a 'Close' button at the bottom right.

(OrdBank Repository)

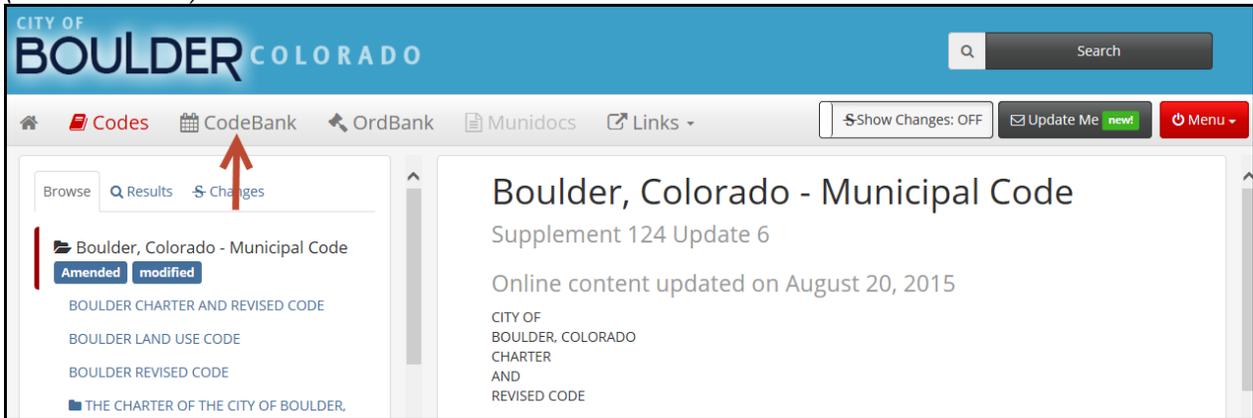
The screenshot shows the MunicodeNEXT interface with the 'OrdBank' tab selected. The main content area displays 'Ordinances for Boulder, CO Municipal Code' with '24 ordinances'. Below this, there is a message: 'Please use the table of contents pane to navigate to the ordinance you're looking for. Alternatively, use the application-wide search box to search.' The left navigation menu shows 'Municipal Code' with sub-items 'Adopted Ordinances Not Yet Codified', 'Supplement 124 Update 6', and 'Supplement 124 Update 5'.

OrdLink + OrdBank. Prior to incorporating the ordinances into your code via supplementation, the OrdLink system can hyperlink newly adopted ordinances to the section being amended. Linked sections are highlighted in the table of contents and links are created from the amended sections to the new ordinances. Once the linked ordinances are incorporated into your code, they are added to your OrdBank repository and hyperlinked to your history notes. This service helps put everyone on notice that new ordinances have been adopted.

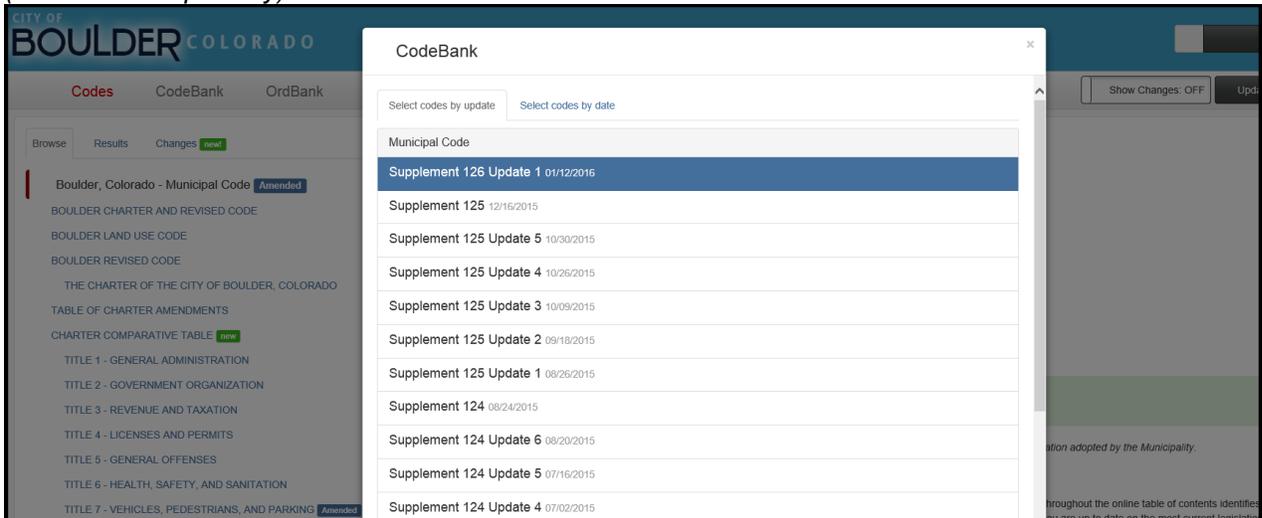


CodeBank. Our CodeBank service serves as an online archival platform for previous supplements of your code. Empower your staff and citizens to access every previous version of your code with one click.

(CodeBank Tab)

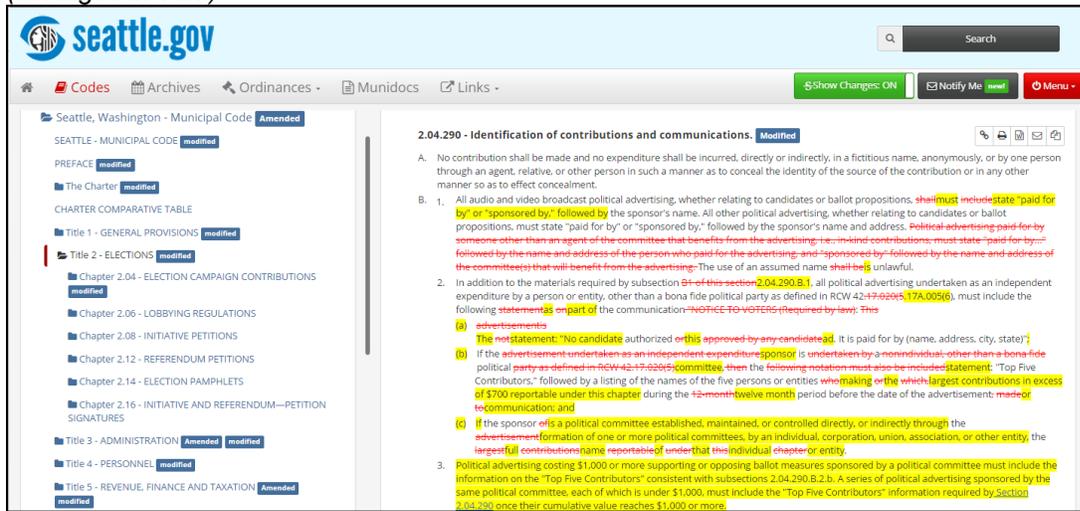


(Permanent Repository)



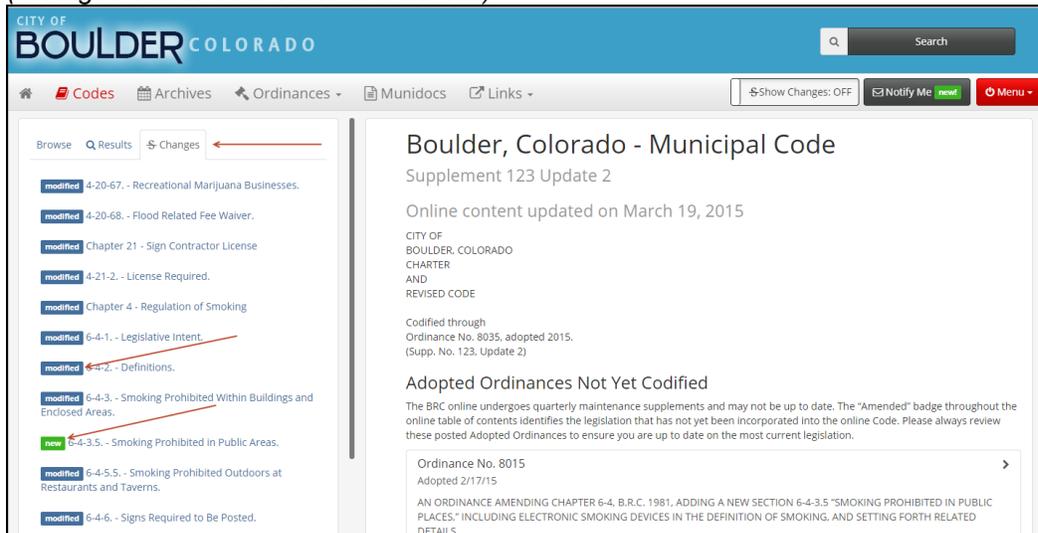
CodeBank Compare. Our CodeBank Compare service is a powerful feature that provides users the ability to select a past version of your online code and compare it to any other version of your online code. The differences will be shown via highlights (added material) or strikethrough (deleted material).

(Changes in Text)



Users will be notified of the changes in the table of contents and within the text of the code via “modified,” “new,” or “removed” badges. Users can also select an option to view all of the changes in a single view, complete with strikethrough and highlights showing the specific textual changes that were made. The CodeBank Compare service will show all amendments to your code that were implemented during the most recent update.

(Changes Tab in Your Table of Contents)

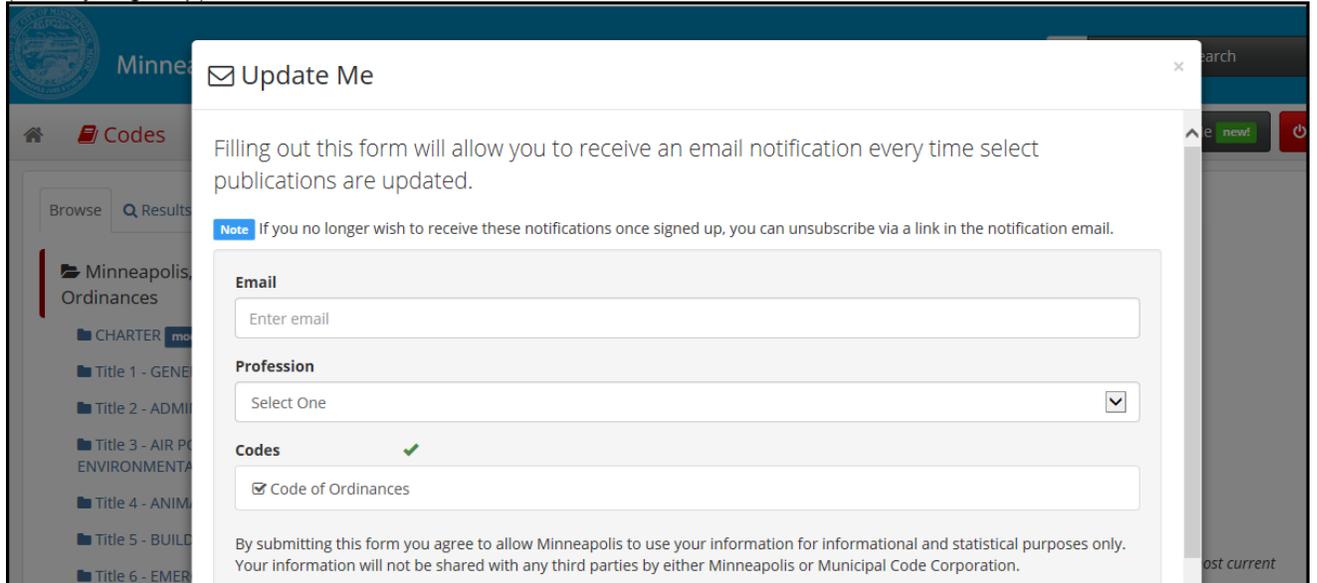


eNotify. Our eNotify service allows users to enroll online and receive email notifications each time your online code is updated. This will empower your staff and citizens to receive instant notifications every time your online code is updated.

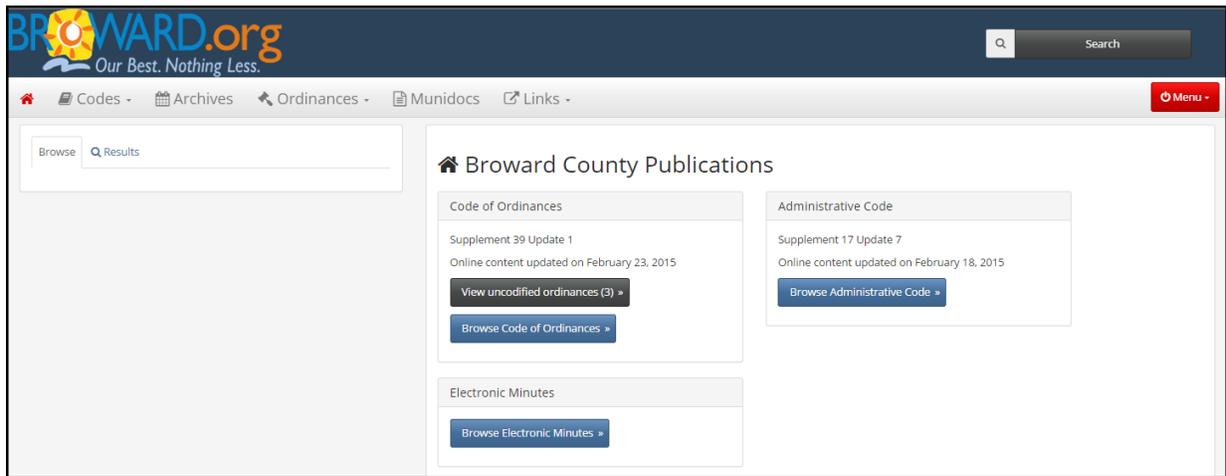
(eNotify Button for Easy Registration)



(eNotify Sign-Up)

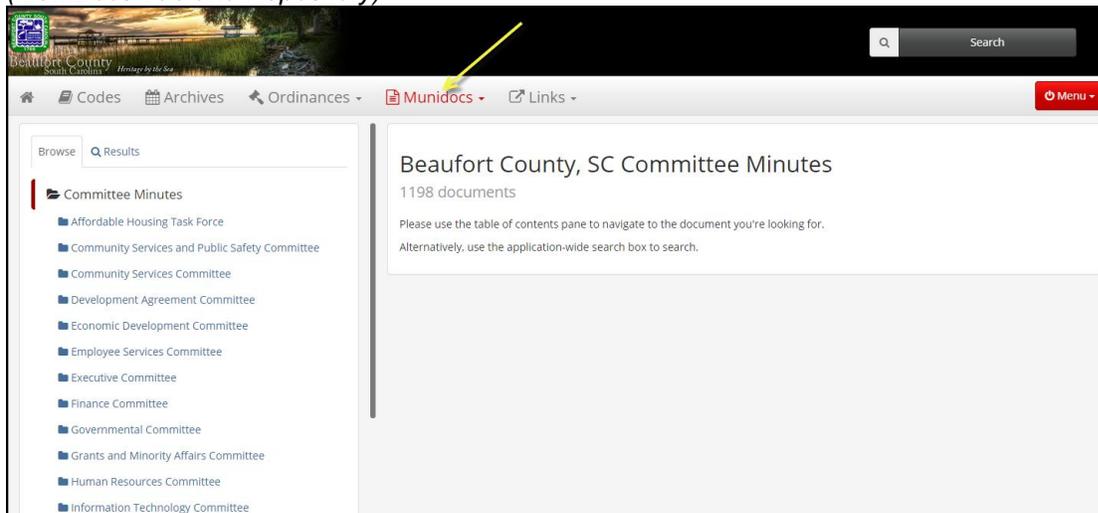


Custom Banner. We can customize the look and feel of your code to more closely match your website.



MuniDocs. Enables municipal users to send material of your choosing directly to us to upload documents to your online code. Let us do all the work and upload your minutes, resolutions, budgets, and or any other non-code material online. Your collection of documents, will be posted alongside your code and will be fully searchable and filterable for ease of use. No need for you and your staff to learn and manage a new system.

(MuniDocs Tab and Repository)



MuniPRO. MuniPRO Searching allows you to search the over 3,140 codes we host (the entire country, a single state, or individually selected codes of your choosing). MuniPRO Searches are ideal for researching local regulations of special interest, or to find out how other communities are dealing with similar issues. If the IP based model is selected, only Multiple Code Searching is available. MuniPRO provides subscribers with the following tools:

- 🕒 **Multiple Code Search.** Search all codes within one state, multiple codes within one state, or search over 3,140 codes in the entire U.S. hosted by Municode! Search results are sorted by relevancy and indicate the source publication, showing excerpts and keyword highlighting.
- 🕒 **MuniPRO Favorites.** Create a “favorites” list of frequently visited codes or sections. This will save time by making navigation a one-click process from your dashboard.
- 🕒 **MuniPRO Notes.** Create a note and attach it to any document in any publication. Note icons will show in both the table of contents and search results page, alerting the user to a previously written note. Notes can be shown or hidden when browsing and searching a publication, and a global listing of notes can be accessed with a single click from your dashboard.
- 🕒 **MuniPRO Drafts.** Begin a new ordinance draft to keep track of pending legislation. Drafts icons will appear in the table of contents and search results, and can also be accessed from a single click.

YOUR ADVANTAGES WITH



 municodeNEXT

 MY municode

Basic Search	●	●
Print/Save/Email	●	●
All-in-One Search	●	●
Advanced Search	●	●
Modern Design	●	●
Fully Searchable PDF documents	●	●
Twitter & Facebook Sharing	●	●
Enhanced for Tablet Use	●	●
PREMIUM FEATURES		
*OrdBank	○	●
*OrdLink	○	●
*CodeBank	○	●
*CodeBank Compare	○	●
*eNotify	○	●
*MuniPro	○	●
*Custom Site Theming	○	●

*Municode's optional, premium offerings are enhanced with MunicodeNEXT. Call or email for details.



Municipal Code Corporation • P.O. Box 2235 Tallahassee, FL 32316
info@municode.com • 800.262.2633
fax 850.564.7492 • www.municode.com

This proposal shall be valid for a period of ninety (90) days from the date appearing below unless signed and authorized by Municode and the Client.

Term of Agreement. This Agreement shall begin upon execution of this Agreement and end three years after the publication date of the new code. Thereafter, the supplement service shall be automatically renewed from year to year provided that each party may cancel or change this agreement with sixty (60) days written notice.

Submitted by:

MUNICIPAL CODE CORPORATION

Municode Officer: *Eric Grant*

Title: President

Date: February 29, 2016

Accepted by:

TOWN OF EAGLE, COLORADO

By: _____

Title: _____

Date: _____

Resumes and Project Contacts

Lawton Langford, Esq., Chairman & CEO. Lawton attended Vanderbilt University with a double major in Economics and Business Administration. His post-graduate degrees are a Juris Doctor from the FSU College of Law and a Masters of Business Administration from the FSU College of Business. Lawton is a member of the Florida Bar.

Eric Grant, Esq., President. B.S., U.S. Naval Academy; M.A., Georgetown University; J.D., University of Virginia School of Law. Member of the Florida Bar. Eric served as a Tank Platoon Commander in the United States Marine Corps. As a Marine, Eric served both stateside and abroad. Eric and his unit were deployed during Operation Enduring Freedom shortly after September 11, 2001. While serving as a United States Marine, Eric served in Virginia, Kentucky, California and abroad as a member of the 15th Marine Expeditionary Unit.

Legal:

H. E. "Rick" Grant, Esq., Executive Vice President and COO. B.S., U. S. Naval Academy; J.D., Florida State University. Rick is a former naval aviator and Navy attorney (JAG Corps) who retired as the Navy's senior attorney, the Judge Advocate General of the Navy. He has been with Municode for 18 years as the C.O.O. and has headed the Code Department for the last 4 years. He has overall supervision of the legal work of all code projects. He assigns the Municode attorney, and ensures that the final product is up to Municode's demanding standards.

Alyce A. Whitson, B.A., University of South Florida; J.D., University of Florida. Alyce is a long time member of the Florida Bar with more than 43 years of experience in state and local government law having served as a legal analyst for the Legislature of the State of Florida and attorney for the City of West Palm Beach, Florida and the Florida League of Cities before joining Municode. She has completed countless local government codes and other legal projects throughout the United States.

William J. Carroll Jr., Esq., B.S., Penn State University; J.D., Florida State University; more than 41 years of experience in local government law; Member of Florida Bar. Bill has completed hundreds of codes and legal projects throughout the United States including codes in Arkansas, Colorado, Florida, Indiana, Illinois, Kansas, Kentucky, Louisiana, Maine, Michigan, Missouri, Montana, Nevada, New Jersey, New Mexico, Pennsylvania, South Dakota, Tennessee, Texas, Virginia and Wyoming.

Roger D. Merriam, Esq., B.A., Mercer University; J.D., Emory University; more than 39 years of experience in local government law; Member of Florida Bar. Roger has reviewed Codes in all 50 states and completed Codes in multiple states including Alabama, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Massachusetts, Maine, Maryland, Michigan, Minnesota, Mississippi, Missouri, Nebraska, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Rhode Island, South Dakota, South Carolina, Tennessee, Texas, Virginia, West Virginia and Wisconsin.

Daniel F. Walker, Esq., B.S., Florida Southern College; J.D., Georgia State University College of Law. 8 years of private practice; 15 years of experience in local government law. Active member of Florida and South Carolina Bars, also admitted to practice before the Supreme Court of the United States and the U.S. Court of Appeals for the Armed Forces. Dan has completed code projects in South Carolina, North Carolina, Virginia, Texas, Louisiana, Mississippi, Alabama, Georgia, West Virginia, Illinois, and New Mexico.

Jim Jenkins, Esq., B.A., Eckerd College; J.D., University of Maryland School of Law; Former Appellate Attorney and Trial Prosecutor for the Kings County District Attorney's Office, Brooklyn, New York; 19 years of experience in complex legal research and litigation; 8 years of experience in local government law. Jim has completed Codes in Alabama, California, Georgia, Louisiana, Maryland, New Hampshire, South Carolina, Texas, Utah, Washington and Wisconsin.

Sandra S. Fox, Esq., B.A. (Summa Cum Laude) Florida State University; J.D. (Magna Cum Laude), Florida State University; 13 years of experience in legal research and writing; 10 years of experience in local government law. Sandra has completed over 200 codes and various other legal projects in Alaska, Alabama, Florida, Georgia, Illinois, Kansas, Maine, Michigan, Minnesota, Montana, Oklahoma, Missouri, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, and Wisconsin.

Julie E. Lovelace, Esq., B.A., University of North Carolina - Chapel Hill; J.D., Samford University Cumberland School of Law; 25 years of experience in local government law (11 years as Senior Assistant County Attorney for Leon County, Florida, 14 years in private practice); member of the Florida Bar. Also admitted to practice before the U.S. Court of Appeals for the Eleventh Circuit, U.S. District Court for the Middle District of Florida and U.S. District Court for the Northern District of Florida.

Mary Margaret Bielby, Esq., B.A. (cum laude), Florida State University; Masters Certificate in Project Management, Florida State University; J.D., Samford University Cumberland School of Law. Experience in local government law and civil and criminal law at the federal level.

William "Bill" Sweeney, Esq., B.S., University of Montana; J.D., University of Montana; LLM (Criminal Law), The Army Judge Advocate General School; M.A. (National Security and Strategic Studies), Naval War College. Former Navy Attorney for 21 years, retiring as Captain. Bill also has 7 years of experience in local government law, 3 as Assistant County Attorney. Member of Montana Bar. Also admitted to practice before U.S. District Court of Montana and U.S. Court of Appeals of Armed Forces.

Project Coordinators/Customer Service:

Dale Barstow, Vice President of Sales & pilot of Municode's corporate airplane. Graduate from Embry-Riddle Aeronautical University; Honorary Town Clerk in 5 States; former Municipal Clerks Education Foundation President; Dale has over 40 years of experience in client sales. Dale meets with our customers to ensure face to face communication and coordination.

Steffanie W. Rasmussen, Assistant Vice President of Sales. M.S., Industrial & Organizational Psychology, Kansas State University; B.S., Business Psychology, Florida State University; Certificate in Performance Management, Florida State University. She is communication, efficiency and customer service driven.

Patrick Holiday, Colorado Inside Sales Representative. Patrick has over 20 years in customer service and sales before coming to Municode. Patrick has worked for Municode since 1999 and has worked in both Distribution and Sales Departments. Customer Solutions is Patrick's primary focus.

Dennis J. Sinnett, Vice President of Supplements. B.S., United States Naval Academy; M.A.S., Embry-Riddle Aeronautical University. A former Naval aviator with over 30 years of leadership experience, he is the Supervisor of the Supplement Department.

Additional Services

Municode offers the following additional services and/or products to our clients. All of the products listed below may be purchased from Municode with this agreement. No additional contracts are necessary. Pricing is available upon request. As an additional service/product under this contract, the following optional services are available:

Distribution. Fulfillment services are available to distribute individual printed copies of codes and supplements to departments or subscribers at no additional fee to you. We can sell your codes, supplements, chapter reprints, binders and tabs at a pre-determined price. We assume all risk and expense for providing these items. Orders can be placed through our online ordering, via fax, mail or telephone. More detailed information about distribution services will be provided after the return of the proofs.

Future Legal Review. At any point during the term of this Agreement, or extensions thereof, we can provide additional legal reviews to identify inconsistencies, obsolete provisions or compare the code to current state law. State law references can be updated in conjunction with this legal review or as a separate engagement.

Utility Billing and Revenue Management Services. MCCadvantage (MCCa), a fully integrated division of Municipal Code Corporation, offers industry leading end-to-end utility bill presentment services for the local government market. MCCa's revenue management services include utility bill print and mailing, e-bill fulfillment, pro-active notifications and electronic payment options. Currently, almost 70 municipal owned utilities trust MCCa to process approximately 9 million bill statements annually. Our utility billing processes create flexible, efficient and customer-centric solutions that allow municipalities to better leverage existing billing resources. Costs for bill presentment services, including custom bill design, data formatting, printing and mailing services are competitively priced based on billing volume.

Enterprise Content Management Software (Laserfiche). With a client base of over 600 government agencies, we are the largest provider of Laserfiche solutions in the country.

Electronic Agenda and Legislative Management (Legistar). MCCi, a subsidiary of Municipal Code Corporation, offers the Granicus Legislative Management Suite (Legistar) and related services which provides electronic automation and creation of Agendas and Minutes. Options for integrating Legistar with Laserfiche and MunicodeNEXT are also available.

Digital Imaging Services. MCCi offers scanning, indexing and integration of hard copy documents, electronic documents, and microfilm/microfiche. MCCi integrates the records with Laserfiche Software to provide the Client with the most powerful search engine available.

Open Records Request Solution (JustFOIA). MCCi offers its JustFOIA solution to help agencies track Open Records Requests. JustFOIA is a hosted solution that is user-friendly, affordable, and integrated with Laserfiche ECM.

Contract Management Software (Contract Assistant). MCCi offers the Contract Assistant Software (developed by Blueridge Software) which is a solution designed to provide control and automation of the contract management process, while also offering Laserfiche integration options.

What Our Clients Say about Partnering With Us

"We were not only impressed with the services and products provided by Municode but the speed in which it all took place. Our Legislative Body and Administration were pleased with the new code books and the pricing we received. Thank you for producing this great product with such professionalism. We look forward to our continued relationship with Municode."

"We certainly couldn't have done it without your team. MCC is a very customer oriented company."

"I find everyone at Municode delightfully friendly and helpful. You are all very professional. It's apparent that you all care a great deal about good customer service. That is wonderfully refreshing as it is so hard to find anymore."

"I am extremely satisfied with Municipal Codes Corporation's performance and customer assistance. Not many companies provide such excellent services."

"You have personally demonstrated excellent service, diligence and concern for the integrity of our code and the integrity of the product your company produces. Please know your efforts are very much appreciated!"

"We appreciate the superior customer service you have provided. I can't tell you how nice it is to have people that will work with you."

"You are true professionals and great to work with!"

"Thank you for the tremendous job that you do for us. You always make me look good as the Clerk and I truly appreciate your services."

"WONDERFUL!!! Thanks for making my life easier, I really appreciate all that you do!"

"Your diligence, care, command over the process and attention to details have been exceptional. Moreover, what also helps set you apart from most of those in your line of work is that, you are readily accessible and exceedingly responsive. I hope that my clients are as pleased with me as I am with you."

"I really enjoy working with you! Your responsiveness and enthusiasm are greatly appreciated!!!"

Public Works – Project Updates

Spring Clean-up

- Sweeping
- Equipment Maintenance

Vehicle and Equipment

- All vehicles and equipment have been spec'd and ordered (3 pick-ups, 1 mower, 1 blade, 1 flushing trailer, 1 backhoe, 2 equipment trailers)
- Vehicles and equipment will start arriving to Town between March – August

Bus Shelters

- Completion date: March

Old Water Plant Water Line Replacement

- Restart construction: Mid-March
- Completion date: April

Wall Street Main Water Replacement

- Bid process and award on contract: April
- Construction to begin May/June
- Completion date: June

City Market

- Relocate water, wastewater lines, and storm drains
- Construction to begin May
- Completion date: July

Source Gas

- Review of plans is ongoing
- Construction to begin May/June

Cemetery Tank Evaluation – Repair or Replace

- Evaluation is ongoing
- Completion date: August

Devolution of Hwy 6

- Ongoing

Eagle River Park

- Ongoing

Leak Detection – Water

- April and October

Camera Work – Wastewater

- May

Intake Structure Upgrade – Water

- Design/permitting timeframe March – July
- Construction to begin July
- Completion date: September

Plan Reviews - Ongoing

- Frost Creek
- Ping Property
- Second Street Suites

Misc. Projects

- Water model
- Pavement management study
- Building maintenance study
- Wastewater rate study
- Violet Lane water
- Yard Waste (dates of operation, April 2 – November 19)

Potential Development Reviews

- 700 chambers
- Creekside Lofts – Prince Alley
- Lapin Green Bridge
- Samuelson – Wall Street
- Village Market
- Soleil – Phase II
- Sylvan Circle – Ewing Parcel
- JHY

VISITOR NUMBERS

2013			2014			2015			2016		
Month	# of guests		Month	# of guests		Month	# of guests		Month	# of guests	
Jan	1104		Jan	846		Jan	597		Jan	906	
Feb	1023		Feb	1095		Feb	753		Feb	866	
Mar	2043		Mar	2147		Mar	1508		Mar		
Apr	2278		Apr	2389		Apr	1808		Apr		
May	3757		May	4552		May	2932		May		
Jun	5600		Jun	6235		Jun	4647		Jun		
	15805			17,264		6 month total	12,245				
July	6011		July	7127		July	5200		July		
Aug	5190		Aug	5971		Aug	4220		Aug		
Sept	4468		Sept	4561		Sept	3588		Sept		
Oct	2886		Oct	3406		Oct	1981		Oct		
Nov	1457		Nov	1423		Nov	983		Nov		
Dec	1175		Dec	1139		Dec	866		Dec		
	21187			23,627		6 month total	16,838				
Year	36,992		Year	40,891		Year	29,083		Year		

EAGLE INFORMATION CENTER

REVENUE COMPARISON

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2010	closed	closed	closed	2536	8151	13187	14665	14123	13851	9156	4424	5702	85794
2011	3036	3093	5447	6711	14511	20992	21259	21257	14106	11806	5975	8475	136668
2012	3735	4675	6831	9180	14113	22980	21960	21659	20198	12606	7468	6976	152381
2013	3938	3565	7478	9407	17338	23131	24266	19395	19522	11294	6614	7314	153262
2014	2960	3280	4056	9381	17279	21467	21436	20178	19735	12838	6829	10883	150322
2015	5461	5454	11327	12977	24261	30321	37186	31533	25678	20771	9685	13128	227782
2016	6251	5199											

REFERRALS MADE TO LOCAL BUSINESSES

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	total
2015							94	119	89	92	23	29	446
2016	29	28											