**Building Code Board of Appeals**

**(Authoritative)**

**Established:**

The Building Code Board of Appeals was created under the authority of the State Statutes in 1957. When the City began contracting building inspection services with Mesa County, the authority over that board was passed to Mesa County.

**Mission/Purpose:**

To review appeals to determinations made by the Building Official, to consider exceptions to the building regulations, to make recommendations for amendments to the building codes and to act as the contractor’s licensing board.

**Membership/Terms:**

There are five members and one alternate that serve three year terms. Members must have expertise in matters pertaining to building construction.

The County makes the appointments to this board but since the City contracts with the County for the City’s building inspection services and contractor licensing, the City Council is afforded the right to confirm those appointments.

**Meetings:**

This board meets as needed.

**Attachments:**

Excerpt from Colorado Revised Statutes, authorizing the establishment of this board

By-laws

**Commission on Arts and Culture**

**(Advisory)**

**Established:**

The Commission on Arts and Culture (Arts Commission) was created in 1989.

**Mission/Purpose:**

To nurture arts and cultural activities in the community.

**Membership/Terms:**

It is a nine member board with members serving three year (staggered) terms. Commission members may be governing and/or advisory board member(s), general member(s) and/or patron(s) of any local arts and cultural organization(s); however, Commission members shall not be employed by any local cultural or arts organization. Commission members may be appointed and serve without consideration of their spouses service on any arts and cultural organization board. At least five of the nine must be accomplished in an arts or cultural related field.

**Meetings:**

The Commission meets the fourth Wednesday of each month at 4 p.m.

**Other information:**

In 1997, the City Council adopted the “One Percent for the Arts” policy where one percent of the total cost of any capital improvement project is dedicated to art. The Arts Commission makes recommendations as to the selection for art installations in conjunction with these projects. (see resolution for definition of capital improvements projects this policy applies to).

The Commission also annually recommends organizations as recipients for the annual grant allocation (grants in 2012 totaled $43,300).

The Arts Commission administers the art exhibits in City Hall which change quarterly. They have been holding receptions at City Hall for the opening of those exhibits.

**Attachments:**

Resolution No.44-89, adopted 9/20/89 creating the Commission

Resolution No. 21-09 changing the number of members

Resolution No. 28-12, changing the membership requirements

Resolution No. 20-97, adopted 2/19/97, establishing the 1% for art program

Resolution No. 125-08, adopted 9/15/08, amending the 1% for art program

By-laws (2009)

**Downtown Development Authority**

**(Authoritative)**

**Established:**

The Downtown Development Authority (DDA) was created in 1976 after a vote. The creation ordinance specified a maximum of 5 mills of property tax within the boundary. There are 957 properties in the DDA boundary.

**Mission/Purpose:**

By Statute, the purpose of DDA is to halt or prevent the deterioration of central business districts by assisting municipalities in the development and redevelopment of such areas.

**Membership/Terms:**

The DDA/DGJBID board is one and the same and is a nine member board serving four year terms. Eight of the members must be a resident, business lessee or own real property within the boundaries of the DDA. The City Council appoints one City Councilmember that is exempt from these qualifications.

**Meetings:**

Meetings are the 2nd and 4th Thursday of the month at 7:30 a.m.

**Other information:**

In 1982, there was a special election which approved the Tax Increment Financing (TIF) on DDA properties which pledged funds for bonded indebtedness. That was extended by another vote in 2007 and additional bonded indebtedness was authorized up to $18,000,000. It was again extended in 2011 authorizing indebtedness up to $65,000,000.

**Attachments:**

Ordinance No. 1642, adopted 12/15/76 creating the DDA

City Resolution No. 41-82, adopted 6/16/82 setting the initial TIF election

City Resolution No. 12-07, adopted 1/17/07, setting the election for the TIF extension

DDA Resolution No. 04 referring the TIF extension question to the City Council

City Resolution No. 08-11, adopted 1/31/11, setting the ballot title for the TIF extension

DDA Resolution 01-11, referring the TIF question to the City Council

By-laws

**Downtown Grand Junction Business Improvement District**

**(Authoritative)**

**Established:**

In August, 2005, the Downtown Grand Junction Business Improvement District (“DGJBID”) was formed and then a special assessment (based on lot frontage and square footage of the first floor) was approved by the district voters the following November. There are 301 properties in the DGJBID. After the election, the City Council assigned the Downtown Development Authority board as the governing body for the DGJBID.

**Mission/Purpose:**

The purpose of forming the DGJBID was to improve the economic vitality and overall commercial appeal of the Downtown area. The BID provides programming and benefits to businesses and commercial properties located Downtown that will include marketing, promotions and special events. BID services are in addition to the services in the Downtown area currently provided by the City of Grand Junction.

**Membership/Terms:**

The DDA/DGJBID board is a nine member board serving four year terms. Eight of the members must be a resident, business lessee or own real property within the boundaries of the DDA. The City Council appoints one City Councilmember that is exempt from these qualifications.

**Meetings:**

DGJBID meets quarterly the 4th Thursday in the last month of the quarter.

**Other information:**

The DDA and the BID have worked hand in hand as the Downtown Partnership to market the downtown. Events managers and a marketing director are on staff to carry

out the marketing and promotional functions.

**Attachments:**

Ordinance No. 3815, adopted 8/17/05 creating the DGJBID

Resolution No. 142-05, adopted 8/17/05 setting the assessment election

Ordinance No. 3856, adopted 1/18/06 appointed the DDA board as the DGJBID board

By-laws

**Forestry Board**

**(Authoritative)**

**Established:**

The Forestry Board was created in 1981.

**Mission/Purpose:**

To determine professional qualifications and competence to engage in the tree cutting, trimming, removing and spraying business, i.e., they license tree service businesses. They can also make recommendations to the City Council for changes to the rules and regulations pertaining to tree service business.

**Membership/Terms:**

The board consists of five members and one alternate that include a professional arborist, nursery person, landscape designer, pesticide applicator and a representative of the Colorado State Forest Service. Members serve three year terms.

**Meetings:**

The board meets the first Friday of each month at 8 a.m.

**Attachments:**

Ordinance No. 1986, adopted 8/5/81, creating the board

Ordinance No. 2176, adopted 3/7/84 amending the composition of the board

Ordinance No. 4164, adopted 1/16/08, providing an alternate position to the board

(No by-laws)

**Historic Preservation Board**

**(Authoritative)**

**Established:**

The Historic Preservation Board (HPB) was established in 1994.

**Mission/Purpose:**

The protection and preservation of the City’s architectural, historic and cultural heritage. The HPB makes recommendations to the City Council for designation of historic structures, sites or districts, assists in public education programs and conduct surveys of historic site, properties and areas. As of 2012, the HPB also makes decisions on applications for a Certificate of Appropriateness for alternation to a site and/or structure in the North Seventh Street Historic Residential District.

**Membership/Terms:**

Membership for HPB can consist of five to seven members with a majority having expertise in a preservation-related field including history, architecture, planning or archaeology. One member shall be a board member or employee of the DDA. Members serve four year terms.

**Meetings:**

The Board meets the 1st Tuesday of the month at 4:00 p.m.

**Attachments:**

Ordinance No. 2765, adopted 8/17/94 creating the HPB

Ordinance No. 2802, adopted 1/4/95, amending the composition of the board

Ordinance No. 4509, adopted 3/21/12, providing the HPB authority over the North Seventh Street Historic Residential District.

By-laws

**Grand Junction Regional Airport Authority**

**(Authoritative)**

**Established:**

The City and the County created the Walker Field Airport Authority in 1971.

In 2007, the airport authority renamed the airport Grand Junction Regional Airport and amended the by-laws to reflect the new name.

**Mission/Purpose:**

To improve the airport, air navigation facilities and related facilities and financing the cost of such improvements.

The board administers the operations of the Airport and managing the FAA grants for the airport improvements. Since the Authority was created by the City and County, both of those entities are required by the FAA to cosponsor those grants.

**Membership/Terms:**

The board consists of seven members serving four year terms. Three are appointed by the County in January and three are appointed by the City in May (City appointees must be City residents). The seventh member is appointed by the other six with the concurrence of the two government entities.

Originally, one County Commissioner and one City Councilmember were appointed by their respective entities. In 1992, the by-laws were amended so that one of the three from each governing body *could* be a Commissioner or Councilmember but didn’t *have* to be. Since 1996, the County has chosen to not have a Commissioner on the board. The City still appoints a Councilmember to this board.

**Meetings:**

The Board meets the third Tuesday of each month at 5:15 p.m. They also have workshops throughout the year as needed.

**Attachments:**

Resolution adopted 3/15/71 creating the Authority

By-laws (2012)

**Horizon Drive Association Business Improvement District**

**(Authoritative)**

**Established:**

The Horizon Drive Association Business Improvement District (“HDABID”) was created by the City Council in 2004.

The District set a five mill levy property tax as their primary revenue stream. There are eighty-nine properties in the District.

**Mission/Purpose:**

To promote business activity in the area and to make public improvements

**Membership/Terms:**

The HDABID amended their by-laws to have seven members in 2007 and they serve four year terms. Members must be electors of the District which mean they must be a property owner, a resident or a business lessee in the District.

**Meetings:**

The board normally meets the third Wednesday of every month at 10:30 a.m.

**Attachments:**

Ordinance No. 3621, adopted 4/21/04, creating the District

By-laws

**Grand Junction Housing Authority**

**(Authoritative)**

**Established:**

The Grand Junction Housing Authority (“GJHA”) was created in 1974.

**Mission/Purpose:**

To provide safe and sanitary homes for persons of low and moderate income.

**Membership/Terms:**

The organizational resolution has been amended to allow for seven members and those members need not be City residents. Members serve five year terms and it is preferred they be knowledgeable in the area of real estate. A City Councilmember also serves on this board.

Until recently, a resident member on the Authority was required due to the funding being received. That is no longer a requirement but the City Council and the Authority agreed having a resident member on the board is valuable.

**Meetings:**

This board meets the fourth Monday of each month at 11:30 a.m.

**Attachments:**

Resolution adopted 9/18/74 creating the Housing Authority

Resolution No. 62-98 adopted 9/16/98 removing the City resident requirement.

Resolution No. 109-99 adopted 9/15/99 increasing the number of board members

By-laws (2012)

**Parks and Recreation Advisory Board**

**(Advisory)**

**Established:**

The Parks and Recreation Advisory Board was established in 1983.

**Mission/Purpose:**

To assist in planning of recreation activities and in helping to promote a long-range program for the development of the City’s park system.

**Membership/Terms:**

There are seven members serving three years terms and members must be City residents.

In 1985, the City Council adopted an ordinance removing a member of City Council from the board and appointing the City Manager (or her designee) and the Parks and Recreation Director as ex-officio. However, in 2003, the City Council decided to start appointing a Councilmember as ex-officio member of the Parks and Recreation Advisory Board.

**Meetings:**

The board has a monthly luncheon meeting on the first Thursday of each month at 12 noon.

**Attachments:**

Ordinance No. 2162, adopted 12/23/83 creating the board

Ordinance No. 2235, adopted 6/21/85 removing a City Councilmember as a member

By-laws as amended 3/19/86

**Planning Commission**

**(Authoritative)**

**Established:**

The first Grand Junction Zoning Commission met in 1927 but the Planning Commission was not officially established until 1955.

**Mission/Purpose:**

The purpose of the Planning Commission is to make recommendations to the City Council on a number of land use related items including the Comprehensive Plan, the Future Land Use map, the Circulation Plan, Zoning and Development Code changes, land use fees, and a number of land use items. The Planning Commission makes decisions on conditional use permits, appeals of administrative decisions, and on some variances. The Planning Commission also makes recommendations to City Council on requests to rezone property and on zoning annexed property.

**Membership/Terms:**

The membership and terms have been changed over the years. Currently it is a seven member board with two alternates who also serve on the Zoning Board of Appeals. The Chair of the Planning Commission is also the Chair of the Zoning Board of Appeals. If a vacancy occurs on Planning Commission, the first alternate fills that position, the second alternate moves to first place and a vacancy occurs both on the Zoning Board of Appeals as well as the second alternate to the Planning Commission.

Members serve four year terms and must be City residents. The membership requirements are set forth in the Zoning and Development Code and state that no member may be employed by the City, hold any other City office nor be a contractor with the City. The membership should include those with expertise in engineering, planning, architecture, construction trades, and law and also citizens at large.

**Meetings:**

The Planning Commission meets twice a month, 2nd and 4th Tuesdays at 6:00 p.m. They are the only other board besides the City Council that is broadcast live and video streamed. Planning Commission is compensated at an amount determined by resolution of the City Council. (Currently at $50 per month.)

**Attachments:**

Ordinance No. 907, adopted 3/17/55 creating the board

Excerpt from the Zoning and Development Code, as of 5/7/06

By-laws as amended through 11/7/07

**Riverfront Commission**

**(Advisory)**

**Established:**

The Riverfront Commission was created by the City and Mesa County the summer of 1987.

**Mission/Purpose:**

To coordinate the redevelopment and reclamation of the Colorado River waterfront and its tributaries.

The Riverfront Commission also interviews potential members for the Urban Trails Committee and makes a recommendation to the City Council.

**Membership/Terms:**

The eleven member board was appointed jointly by the City and the County. In 1997, a resolution was adopted to include both Fruita and Palisade in this endeavor, both in the appointment and representation piece and in the funding portion.

Members serve three year terms.

**Meetings:**

They meet monthly the third Tuesday at 5:30 p.m.

**Other information:**

Mesa County leases office space to the Riverfront’s paid staff who also serves as the staff for the Urban Trails Committee ($100/annual lease payment).

**Attachments:**

Resolution No. 30-87, adopted 7/1/87 creating the board

Resolution No. 31-97, adopted 3/19/97 adding Fruita and Palisade

(No by-laws)

**Urban Trails Committee**

**(Advisory)**

**Established:**

The Urban Trails Committee, aka the Grand Junction Trails Board, was established in June, 1994.

**Mission/Purpose:**

To coordinate the development of a trails and pathway system throughout Grand Junction and connecting to trail systems outside the City. They help coordinate the implementation of the Multi-Modal Plan and actively pursue development of new trails within the City.

**Membership/Terms:**

The creation resolution allows for the board to have seven up to eleven members serving. The size of the board has varied according to the interest of qualified applicants.

Members serve three year terms.

**Meetings:**

The board meets at 5:30 p.m. on the second Tuesday of each month.

**Other information:**

The paid staff for the Riverfront Commission, housed at the Old County Courthouse, serves as staff for this board too.

**Attachments:**

Resolution No. 48-94, adopted 6/15/94 creating the board

(No by-laws)

**Zoning Board of Appeals**

**(Authoritative)**

**Established:**

The Zoning Board of Appeals began as the Board of Adjustment in 1937 and existed under that name until mid-1989. In mid-1989, the name was changed to Board of Appeals. Since then it has been called Planning Commission Board of Appeals and its current name, Zoning Board of Appeals.

**Mission/Purpose:**

To hear variance requests to the bulk standards, relief from non-conforming provisions and other Code variances.

**Membership/Terms:**

This is a three member board, all of which must be City residents. The Chair of this board is the Chair of the Planning Commission and the two alternate member of the Planning Commission serve on this board too.

If a vacancy occurs on Planning Commission, the first alternate fills that position, the second alternate moves to first place and a vacancy occurs on the Zoning Board of Appeals as well as the second alternate to the Planning Commission.

**Meetings:**

The board only meets as needed (when a variance request of appeal is filed) and they hold their meeting in the auditorium but they are not broadcast. The meetings are scheduled for the 2nd Wednesday of the month at noon. Zoning Board of Appeals members are compensated as determined by Resolution of the City Council. (Currently at $10 per month.)

**Attachments:**

Zoning and Development Code excerpt as of 5/7/06

(No by-laws)

**Grand Junction, Colorado State Leasing Authority Inc.**

**(Authoritative)**

**Established:**

The State Leasing Authority is a non-profit corporation created in July, 2006.

**Mission/Purpose:**

To construct, lease and issue bonds to defray the costs associated with the building built to house the Colorado Bureau of Investigation.

**Membership/Terms:**

The board of directors is made up of the City Manager, the Director of Grand Junction Economic Partnership and three citizens.

**Meetings:**

The board must meet annually the second Tuesday in January but may meet as needed other times of the year.

**Attachments:**

Ordinance No. 3926, adopted 7/5/06 creating the corporation

By-laws

**Visitor and Convention Bureau Board of Directors**

**(Advisory)**

**Established:**

The VCB board was established as a City department in January, 1990, replacing the previous Convention and Visitor Bureau run by the Chamber of Commerce.

**Mission/Purpose:**

The mission of the VCB board is to market the Grand Junction area in external markets for the purpose of attracting visitor dollars. The Board advises the VCB staff on policies and marketing directions.

**Membership/Terms:**

There are nine members on the board that serve three year terms.

**Meetings:**

The board meets monthly at 3:00 p.m. on the 2nd Tuesday of the month.

**Other Information:**

Funding for the Visitor and Convention Bureau is derived from the lodging tax collected. The citizens approved collection of a lodging tax of 3% at a special election held in October, 1989. The tax was adopted as People’s Ordinance No. 34.

**Attachments:**

There are no organizational documents.

People’s Ordinance No. 34 authorizing the lodging tax

By-laws

**Public Finance Corporation**

**(Authoritative)**

**Established:**

The Public Finance Corporation is a non-profit corporation created in March, 1996.

**Mission/Purpose:**

To purchase the Matchett Property by issuing Certificates of Participation (COPs) and then leasing it back to the City. The COPs were paid off December, 2006. Public Finance Corporation is now the lessee on the COPs for the Lincoln Park Stadium Improvements (City Hall is the collateral).

**Membership/Terms:**

There are three members on the board: the City Manager and two citizens.

**Meetings:**

They have an annual meeting in January.

**Other information:**

In 2006, the Certificates of Participation for Matchett Park were paid off.

**Attachments:**

Resolution No. 22-96, adopted 3/6/96, creating the corporation

By-laws

**Riverview Technology Corporation**

**(Authoritative)**

**Established:**

The Riverview Technology Corporation began as the Joint Utilization Commission in November, 1997. They incorporated under the Riverview Technology Corporation as a non-profit in March 2000.

**Mission/Purpose:**

Their purpose is for the redevelopment of the Department of Energy’s site on B ¾ Road and they retain ownership of the property.

**Membership/Terms:**

Members are appointed jointly by the City and Mesa County. The board has eleven directors serving three year terms. Members are citizens at large and a City Councilmember serves as an ex-officio member.

**Meetings:**

The board has an annual meeting in January.

**Attachments:**

Resolution No. 78-97, adopted 11/19/97, creating the Joint Utilization Commission

Resolution No. 15-01, adopted 2/21/01, authorizing the acquisition of the DOE property.

Articles of Incorporation, and subsequent amended filings, for Riverview Technology Corporation

By-laws

**Ridges Architectural Control Committee**

**(Authoritative)**

**Established:**

The Ridges Architectural Control Committee came under the City’s jurisdiction with the acquisition of the Ridges Metropolitan District. The Ridges ACC was established in their organizational documents.

**Mission/Purpose:**

Their purpose is to ensure that all construction in the Ridges Subdivision meets the requirements of the Ridges Protective Covenants for the type of building material, color, height and other structural and architectural requirements. They function much like a homeowners association. Although they are considered an authoritative board, they have no enforcement powers.

**Membership/Terms:**

There are supposed to be three to five members and one alternate on this board and members must be Ridges Property Owners within the original filings 1 through 6 and replats of those filings.

In the last several years we have been unable to solicit applicants to fill the vacant positions. There are two active members on the Committee. There has been discussion on converting this Committee to a homeowners association and removing it from the City’s oversight.

**Meetings:**

This board meets as needed.

**Attachments:**

Excerpt from the Ridges Metro District organizational document establishing the Ridges ACC.

(No by-laws)

**Parks Improvement Advisory Board (PIAB, Inc.)**

**(Authoritative)**

**Established:**

PIAB began meeting in 1960 but became a non-profit corporation in June, 1982.

**Mission/Purpose:**

This board advises the City on park improvement issues but its stated purpose is to encourage the development of major recreational facilities by administering grants, gifts and trusts toward such facilities and advising the community of needs for recreational and cultural structures and improvements.

**Membership/Terms:**

There are five members (the City, Mesa County, the School District, Colorado Mesa University, and Grand Junction Baseball, Inc.) who make appointments. Each member has an assigned alternate.

**Meetings:**

This board meets as needed, the 3rd Thursday of the month at noon.

**Attachments:**

Charter, approved 1/12/1965

Articles of Incorporation, filed 6/21/82

Amended Articles of Incorporation, adopted 7/28/2011 changing the make-up of the board

By-laws, adopted 9/8/83