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**CITY COUNCIL AGENDA  
WEDNESDAY, SEPTEMBER 20, 2023  
250 NORTH 5<sup>TH</sup> STREET - AUDITORIUM  
[VIRTUAL MEETING - LIVE STREAMED](#)  
BROADCAST ON CABLE CHANNEL 191  
5:30 PM – REGULAR MEETING**

**Call to Order, Pledge of Allegiance, Moment of Silence**

**Proclamations**

Proclaiming September 15 - October 15, 2023 as Hispanic Heritage Month in the City of Grand Junction

Proclaiming September 17 - 23, 2023 as Constitution Week in the City of Grand Junction

**Public Comments**

*Individuals may comment regarding items scheduled on the Consent Agenda and items not specifically scheduled on the agenda. This time may be used to address City Council about items that were discussed at a previous City Council Workshop.*

*Citizens have four options for providing Citizen Comments: 1) in person during the meeting, 2) virtually during the meeting (registration required), 3) via phone by leaving a message at 970-244-1504 until noon on Wednesday, September 20, 2023 or 4) submitting comments [online](#) until noon on Wednesday, September 20, 2023 by completing this form. Please reference the agenda item and all comments will be forwarded to City Council.*

**Listening Session**

- a. Housing and People Experiencing Homelessness

**City Manager Report**

**Boards and Commission Liaison Reports**

## **CONSENT AGENDA**

*The Consent Agenda includes items that are considered routine and will be approved by a single motion. Items on the Consent Agenda will not be discussed by City Council, unless an item is removed for individual consideration.*

### **1. Approval of Minutes**

- a. Summary of the August 28, 2023 Workshop
- b. Minutes of the September 6, 2023 Regular Meeting

### **2. Set Public Hearings**

- a. Legislative
  - i. Introduction of an Ordinance Regarding the Purchasing Policy and Setting a Public Hearing for October 4, 2023
  - ii. Introduction of an Ordinance Authorizing a Supplemental Appropriation for Funding of the Joseph Center Expansion Project and Setting a Public Hearing on October 4, 2023
- b. Quasi-judicial
  - i. Introduction of Ordinances for Annexation and Zoning of Approximately 0.23 Acres from County RSF-4 (Residential Single Family – 4 dwelling units per acre) to City C-2 (General Commercial) for the Adams Enclave Annexation Located at 2738 B 1/4 Road, and Setting a Public Hearing for October 4, 2023
  - ii. Introduction of an Ordinance for Annexation of 23.35 Acres and an Ordinance Zoning of Approximately 9.26 Acres from County C-2 (General Commercial District) to City C-2 (General Commercial) Located at 232 27 1/4 Road through 241 27 1/4 Road and 2739 Highway 50, and Zoning of Approximately 2.02 Acres from County RSF-4 (Residential Single Family - 4 dwelling units per acre) to City C-2 Located at 2736 1/2 B 1/4 Road and 2735 Highway 50, and Zoning of Approximately 0.51 Acres from County RSF-4 to City R-8 (Residential 8 du/ac) Located at 2736 B 1/4 Road for the Tallman Enclave Annexation, and Setting a Public Hearing for October 4, 2023

### **3. Agreements**

- a. CDBG 2023 Program Year Subrecipient Agreements between Grand Valley Catholic Outreach, Habitat for Humanity of Mesa County and the City of Grand Junction

#### **4. Procurements**

- a. Contract for Underwriting Services

#### **5. Resolutions**

- a. A Resolution Issuing a Revocable Permit to Allow Private Stormwater V-Pan for the Bunting Rowhomes Located at 1313 Bunting Within the Alleyway Off of N 13th Street
- b. A Resolution Authorizing the City Manager to Submit a Planning Grant Application to the U.S. Department of Transportation's FY 2023-2024 Reconnecting Communities and Neighborhoods Program for a Pedestrian/Bicycle Facility over I-70B, Union Pacific Railroad, and Riverside Parkway near 24 Road

### **REGULAR AGENDA**

*If any item is removed from the Consent Agenda by City Council, it will be considered here.*

#### **6. Public Hearings**

- a. Legislative
  - i. An Ordinance Authorizing a Supplemental Appropriation for a Grant to the Counseling and Education Center (CEC)

#### **7. Procurements**

- a. Authorize the City Council Audit Committee to Execute a Contract with Haynie & Company for the December 31, 2023 Financial Audit Services

#### **8. Resolutions**

- a. A Resolution Authorizing American Rescue Plan Act (ARPA) Funding for the Joseph Center Expansion Project

#### **9. Non-Scheduled Citizens & Visitors**

*This is the opportunity for individuals to speak to City Council about items on tonight's agenda and time may be used to address City Council about items that were discussed at a previous City Council Workshop.*

**10. Other Business**

**11. Adjournment**





*City of Grand Junction, State of Colorado*

# Proclamation

**Whereas,** from America's earliest days, Hispanics have played an important role in our national heritage, and continue to embody the pioneering spirit of America today, demonstrating a steadfast commitment to faith, family, hard work and patriotism; and

**Whereas,** in keeping our historical roots, we celebrate more than 5,000 years of history and heritage of Native, Latino, and Hispanic in this land of the American continent. Hispanics are individuals from or descendants of North, Central, South America, Spain, and the Caribbean's islands, and may speak Creole, Dutch, English, Italian, Spanish, Patois, Portuguese, French, and many regional indigenous languages such as Quechua, Aymara, Guarani, Mayan, Nahuatl, and more; and

**Whereas,** from 1968 until 1988, Presidents Nixon, Ford, Carter, and Reagan all issued yearly proclamations setting aside a week to honor Hispanic Americans. In 1988, a bill expanding the observance to a month was passed and signed by President Ronald Reagan; and

**Whereas,** Hispanics have not hesitated to defend and show their allegiance and dedication to this nation in many ways, especially in all branches of the Armed Forces; and

**Whereas,** Hispanics lift our communities and our economy as entrepreneurs, executives, and small business owners, and make contributions in areas such as science, art, music, politics, academia, government, and sports. Hispanic-owned small businesses are the fastest growing businesses in America, with 44% growth in the last 10 years. Hispanics own more than four million businesses and are a testament to the American promise that anyone can succeed in the United States through hard work; and

**Whereas,** September 15<sup>th</sup> marks the beginning of National Hispanic Heritage Month, which celebrates and honors the accomplishments of Hispanic Americans who have enriched our culture and society. They came in search of a better life for themselves and their children, and they have helped to create a richer life for all of us; and

**NOW, THEREFORE,** I, Anna Stout, by the power vested in me as Mayor of the City of Grand Junction, do hereby proclaim September 15 – October 15, 2023, as

## *"Hispanic Heritage Month"*

in the City of Grand Junction and call upon public officials, educators, and all Americans to observe this time with appropriate ceremonies, activities, and programs.



IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official Seal of the City of Grand Junction this 15<sup>th</sup> day of September 2023.

  
\_\_\_\_\_  
Mayor





*City of Grand Junction, State of Colorado*

# Proclamation

**Whereas,** our Founding Fathers, in order to secure the blessings of liberty for themselves and their posterity, did ordain and establish a Constitution for the United States of America; and

**Whereas,** it is of the greatest importance that all citizens fully understand the provisions and principles contained in the Constitution in order to support, preserve, and defend it against all enemies; and

**Whereas,** signing of the Constitution provides an historic opportunity for all Americans to realize the achievements of the Framers of the Constitution and the rights, privileges, and responsibilities it affords; and

**Whereas,** the independence guaranteed to American citizens, whether by birth or naturalization, should be celebrated by appropriate ceremonies and activities during Constitution Week, September 17 through 23, as designated by proclamation of the President of the United States of America in accordance with Public Law 915.

**NOW, THEREFORE,** I, Anna Stout, by the power vested in me as Mayor of the City of Grand Junction, do hereby proclaim September 17 - 23, 2023 as

## *“Constitution Week”*

in the City of Grand Junction and urge all our residents to reflect during that week on the many benefits of our Federal Constitution and American citizenship.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official Seal of the City of Grand Junction this 20<sup>th</sup> day of September 2023.



  
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Mayor

## **GRAND JUNCTION CITY COUNCIL WORKSHOP SUMMARY** **August 28, 2023**

**Meeting Convened:** 5:30 p.m. The meeting was held in person at the Fire Department Training Room, 625 Ute Avenue, and live streamed via GoToWebinar.

**City Councilmembers Present:** Councilmembers Scott Beilfuss, Cody Kennedy, Jason Nguyen (virtual), Randall Reitz, Dennis Simpson (virtual), Mayor Pro Tem Abe Herman, and Mayor Anna Stout.

**Staff present:** City Manager Greg Caton, City Attorney John Shaver, Assistant to the City Manager Johnny McFarland, Director of Community Development Tamra Allen, Planning Supervisor Niki Galehouse, Finance Director Jodi Welch, Public Works Director Trent Prall, General Services Director Jay Valentine, Principal Planner David Thornton, City Clerk Amy Phillips, and Deputy City Clerk Selestina Sandoval.

### **1. Discussion Topics**

#### **a. I-70 Interchange at 29 Road**

The Mayor reported that this item was to discuss the I-70 Interchange at 29 Road and answer remaining questions. However, the City just received a letter from Mesa County stating that it would fund up to 25% of the \$80 Million project instead of the previously agreed 50%.

The Mayor suggested that Council move forward with the next item for discussion since this item would no longer be a viable project for the City at this time.

Public Works Director Trent Prall explained that Consulting engineering staff from Denver were present for the discussion, so Council agreed to hear the Consultant's presentation.

The presentation provided an update on the status of the I-70 Interchange at 29 Road and answered questions associated with the purpose and need of the interchange as well as discussed, the issuance of transportation bonds as a potential funding source for this project.

It was noted that the interchange at 29 Road has been identified since the 1990s in many local and regional plans to enhance local and regional connectivity, as part of a larger plan to provide connections in and around Grand Junction. The proposed interchange improvements, in coordination with other regional improvements, have been envisioned to complete the transportation loop around Grand Junction, provide critical community access, support economic opportunity, and enhance local and regional connectivity. Some of the efforts to evaluate and further develop an interchange at 29 Road have included:

- |      |  |
|------|--|
| 1999 | Identified the need for an I-70 interchange in northeast Grand Junction  |
| 2018 | Studied the benefits and potential environmental impacts of a 29 Road interchange (PEL Study attached for reference) |

Positioned the City and County for future state and federal funding opportunities.

2022      Developed vision and goals for future design concepts with local governments. Built consensus and documented key issues and opportunities with business, school, economic development, airport, and planning organizations.

2023      Analyzing and presenting potential interchange configurations for community input.

Continuation of these efforts is in process to complete the additional analysis necessary, develop a preliminary and final design, and secure funding for construction. The construction of the I-70 Interchange at 29 Road, and the associated road improvements along 29 Road between I-70 and Patterson Road were most recently estimated at \$80 million. The City of Grand Junction and Mesa County have a long history of working together to find solutions to fund a project of this magnitude, which may include the issuance of debt.

### **PURPOSE OF PROJECT**

The purpose of the project is to enhance the eastern Grand Valley transportation network between the I -70 Business Loop East Interchange and Horizon Drive Interchange to:

1. Improve local and regional connectivity
2. Provide enhanced access to planned land use surrounding I-70 in Grand Junction, Colorado

### **PROJECT NEED**

The proposed project would provide improved local and regional connectivity by:

- Addressing limited regional transportation network connectivity with access to/from I-70 between I-70 Business and Horizon Drive interchanges.
- Extending the functional longevity of the existing transportation system connecting to I-70.

It would also improve access to I-70 by:

- Providing transportation infrastructure needed to accommodate planned land use surrounding I-70, and specifically, the future Matchett Park and the associated Community Recreation Center.
- Providing transportation infrastructure needed to accommodate projected and regional traffic demands.

Discussion ensued, regarding traffic patterns, land use projections, and how the interchange would impact traffic congestion and level of service at various intersections. Analysis showed that the interchange would significantly improve traffic flow and distribution in the area. The presentation included data on current traffic conditions and projected volumes, explaining the three alternative alignments for the interchange and why one was chosen. Emphasis on the importance of reusing the existing 29 Road bridge to separate vehicles and pedestrians, promoting multimodal transportation, public outreach efforts, positive public feedback, and key concerns raised by the community, such as impacts on 29 Road, bicycle and pedestrian safety, right-of-way issues, and the Patterson Road intersection.

The environmental assessment's validity was discussed, with some components needing periodic updates. Potential economic development around the interchange was discussed noting various types of businesses, such as fast-food restaurants, hotels, and gas stations. The Comprehensive Plan and future land use map have outlined what types of development can occur in different zoning areas.

Council noted that the interchange project may continue in the future if new information or partnerships emerge.

**b. 4th and 5th Street Improvements Update**

Public Works Director Trent Prall reported that the City and DDA have been working on the development of improvements to 4th and 5th Streets from Ute to North Ave that would help increase bikeability and walkability downtown. The proposed design calls for the narrowing of the existing through lanes, conversion of diagonal parking to parallel parking, separated bike lane and sidewalk widening to enhance the pedestrian experience with accommodations for landscaping, art, and outdoor dining. While the current design is for a one-way, two lane configuration, staff has completed a study responding to a suggestion for a one-way, one lane configuration.

In 1981, the Downtown Development Authority (DDA) identified the conversion of 4th and 5th Street from one-way to two-way as a goal in its original Plan of Development. This was confirmed again in the 2019 DDA Plan of Development. The City's Greater Downtown Plan also referenced the need to study under 36.12.030 Downtown District goals and policies. (7) Policy 1g. Study alternatives for 4th and 5th Streets which includes returning these streets to the two-way grid system between Ute Avenue and North Avenue.

In 2021-2022, the City/DDA completed the 4th and 5th Street One-way to Two-way Feasibility study which included alternatives for both an enhanced one-way design as well as an enhanced two-way configuration. City Council and DDA board concurred to move forward with improvements that would maintain the one-way configuration but would also meet the goals developed for the project: enhance safety, improve walkability and bikeability, activate economic development and optimize traffic circulation. The enhanced one-way configuration allows for the conversion to two-way if appropriate at some point in the future.

Proposed improvements for 2024 include installation of "quick-build" elements such as bollards and striping to "set" both corridors from North Ave to Ute Ave, into the final configuration providing a pilot period. Curb and gutter modifications will need to be completed at Main Street, Rood Ave, and Belford Ave on both corridors. For 2025 through 2028, permanent improvements are proposed to approximately two blocks each year.

In May and June, DDA and City staff met one-on-one with adjacent businesses and property owners as the City finalized the final design. Significant concern was raised regarding the loss of parking within a block of Main St. It was suggested that the DDA/City investigate a one way, one lane configuration that would preserve more parking but more importantly make the corridors and cross streets even more bicycle and pedestrian friendly while preserving more trees.

The one way, one lane configuration was not contemplated in the original study and therefore the City retained the previous traffic engineering consultant for analysis. It appears that the one way, one lane configuration will work. Staff is working with CDOT on concurrence as it has the potential to impact their facilities at both I-70B/Ute Ave as well as Hwy 6/North Ave.

The reconfiguration to a one lane, one way configuration has the potential to reduce implementation costs as it would allow for the design to fit within existing infrastructure.

**c. Transportation Engineering Design Standards (TEDS) Update**

Public Works Director Trent Prall and Principal Planner David Thornton gave an overview regarding TEDS. He reported that in July of 2022, the City hired Fehr and Peers to work on rewriting and updating the City's Transportation Engineering Design Standards (TEDS) manual. This effort has occurred alongside the City's work with Fehr and Peers on the Pedestrian and Bicycle Plan and will incorporate changes reflecting community values for multimodal transportation and support implementation of the adopted Pedestrian and Bicycle Plan.

The City of Grand Junction completed a final draft of its Transportation and Engineering Design Standards (TEDS) Manual.

The TEDS manual update and rewrite began in mid-2022 guided by a Technical Advisory Committee (TAC) to review outdated information and provide thoughtful improvement recommendations. The TAC committee is made up of representatives of City departments, CDOT, Mesa County, the Regional Transportation Planning Office, neighboring jurisdictions, private developers, and transportation engineering consultants in the Grand Junction area that regularly use the TEDS manual.

The rewrite/updating process involved two key passes, a manual assessment, and draft updates. During the first phase, the project team reviewed the existing TEDS manual to identify all updates needed to achieve the project goals. The draft updates were done through a repetitive process with the consultant, City staff, and the TAC, and included two drafts before the final version.

During the second phase, the second draft update was made available for public input. The project team conducted a listening tour, meeting with various users and development industry members that were affected by the changes the TEDS manual has to the City's development standards. The proposed final draft took the comments and concerns received from the entire community into account as well as recommendations by the TAC producing the final recommended draft for this important rewriting and updating of TEDS.

The manual incorporates recommendations from the recently adopted Pedestrian and Bicycle Plan and improves usability.

The TEDS Manual incorporates the following general improvements:

- Current community values for multimodal transportation (including for pedestrians, bicyclists, and transit users)
- Current state and national design standards
- Improved usability of the manual

- Implementation of the vision established in the recently adopted Pedestrian and Bicycle Plan.

Council discussion centered on the practical implications of the proposed transportation standards and how they relate to housing affordability and bike infrastructure.

The TEDS Manual is proposed for consideration by the Planning Commission and City Council for adoption.

The following public hearings are scheduled:

- September 26, 2023 – Planning Commission Public Hearing at City Hall Auditorium, 250 N. 5th Street at 5:30 p.m.
- November 1, 2023 – City Council Public Hearing at City Hall Auditorium, 250 N. 5th Street at 5:30 p.m.

**d. Redlands 360 Planned Development Update**

Director of Community Development Tamra Allen reported the Redlands 360 Planned Development was approved by City Council on February 2, 2022. As part of these approvals, the applicant, Grand Junction Land Company, LLC, committed to providing regular updates to City Council. The Outline Development Plan (ODP) includes seven exhibits which detailed land use, trails, parks, and other aspects of the development. Exhibit 5: Development Progression Plan, included a City Council Report Schedule, which identifies the first report to coincide with Phase 1 development. The Filing 1 plat was recorded on June 14, 2023. Subsequent reports will occur approximately every five years until the project reaches buildout.

The applicant, represented by Jane Quimby, presented the update on the project.

Key points from the presentation included:

- The project involves a 600-acre parcel located near South Broadway, South Camp, and other roads in the Redlands area.
- The project was approved in multiple phases, including an annexation, Metro District approval, and Outline Development Plan (ODP).
- The presentation shows maps and diagrams illustrating the approved ODP, Metro District boundaries, and the timeline of development phases.
- Various filings and subdivisions within the project, such as Renaissance 360 and Canyon Rim 360, are mentioned with their respective status.
- The presentation also highlights the anticipated development of Easter Hill, which includes 51 lots and model homes.
- Future phases of development are briefly discussed, including the extension of the loop road and off-site improvements, such as the construction of a roundabout at the intersection of 23 Road and Redlands 340.

**e. Riverside Education Center (REC)**

This item is to consider Riverside Education Center's (REC) request to alter the use of \$300,000 granted by the City for the purchase of 1177 Winters Ave. REC indicated in a letter to City Council that they had received additional grant money that would cover the capital cost of the building along with additional improvements. As such, they are requesting to utilize City funding toward capital improvements needed at the donated building at 1199 Winters.

In January 2023 Riverside Education Center (REC) submitted a letter requesting \$300,000 in off-cycle funding to support their capital campaign to purchase buildings at 1177 and 1199 Winters Avenue. At the April 19 meeting, Council gave direction to staff to prepare a supplemental appropriation for \$300,000 from the General Fund Reserve to fund the request from Riverside Educational Center.

In June of 2023, REC submitted a second letter indicating they had been approved for a state grant covering the purchase of the building and capital improvements up to approximately \$170,000. As a result, REC requested authorization to reallocate the \$300,000 in City funding to fund a portion of the sustainability phase of their capital campaign.

On August 21, 2023, REC submitted a third update letter which indicated they will be finalizing purchase of the 1177 Winters Ave building on August 31 and provided a breakdown of capital improvements needed to make the space fully functional. This is expected to be covered by the \$170,000 that will be dispersed to them once they finalize closing on the building. REC is requesting to utilize the \$300,000 approved by City Council toward needed capital improvements at the donated building, 1199 Winters. Improvements include a remodel to build offices and meeting space.

Discussion revolved around the Riverside Educational Center's funding request and the potential modification of funds originally allocated for a building purchase.

Some key points from the discussion include:

- Initial request was for building purchase funds, but the purpose has evolved to include operational expenses and expansion.
- Riverside Educational Center aims to acquire a building and expand its operations to better serve the community.
- Sustainability of the organization's growth and how it plans to maintain its expanded operations.
- The role of the school district in supporting the Riverside Educational Center and whether they should contribute to its funding.
- Council support for the organization's mission and its positive impact on the community.
- Fairness of allocating funds to this organization versus other nonprofits in the area and the need for clarity on the future funding requests from Riverside Educational Center.
- If taxpayer funds should be used to close the funding gap for the capital campaign when the community hasn't been fully engaged.

It was acknowledged that the REC raised a significant amount of money from individual donors, but much of it was designated for program sustainability rather than the capital campaign.

Concluding discussion, Council consensus advanced this request be considered with other nonprofit proposals within the City's established process.

## **2. City Council Communication**

City Manager Caton reported on the upcoming October budget meetings, stating that there will be three budget meetings, with the first night covering major operating departments, the second



night discussing capital projects, outside funding decisions, and economic development partners, and the third night involving airline agreements and the general fund discussion.

**3. Next Workshop Topics**

City Manager Caton reported the items for the September 18, 2023 Workshop will be:

- Community Recreation Center Design
- Unhoused Needs Assessment
- Materials Recovery Facility
- Zoning and Development Code Update

**4. Adjournment**

There being no further business, the Workshop adjourned at 8:53 p.m.

**GRAND JUNCTION CITY COUNCIL  
MINUTES OF THE REGULAR MEETING**

**September 6, 2023**

**Call to Order, Pledge of Allegiance, Moment of Silence**

The City Council of the City of Grand Junction convened into regular session on the 16<sup>th</sup> day of August 2023 at 5:32 p.m. Those present were Councilmembers Scott Beilfuss, Cody Kennedy, Jason Nguyen, Randall Reitz (virtual), Dennis Simpson, Council President Pro Tem Abe Herman, and Council President Anna Stout.

Also present were City Manager Greg Caton, City Attorney John Shaver, City Clerk Amy Phillips, Deputy City Clerk Selestina Sandoval, Senior Planner Jessica Johnson, Community Development Director Tamara Allen, Public Works Director Trent Prall, Housing Manager Ashley Chambers, and Sustainability Coordinator Jenny Nitzky.

Council President Stout called the meeting to order, and Councilmember Kennedy led the Pledge of Allegiance, followed by a moment of silence.

**Presentations**

**City of Grand Junction and D51 Elementary Student Calendar Art**

Digital Communications Specialist Jocelyn Stafford presented this item and various students from Lincoln Orchard Mesa, Thunder Mountain and Pomona Elementary who created the artwork were present and acknowledged.

**Proclamations**

**Proclaiming September as Suicide Prevention Month in the City of Grand Junction**

Council President Pro Tem Herman read the proclamation. Suicide Prevention Specialist and Co-facilitator of the Suicide Prevention Coalition Jennifer Daniels accepted the proclamation.

**Proclaiming September 5 - 9, 2023 as Grand Junction Pride Fest in the City of Grand Junction**

Councilmember Beilfuss read the proclamation. Heidi Hess and Geneva Smith accepted the proclamation.

**Recognizing the Grand Valley Resettlement Program (GVRP) and its Efforts**

Councilmember Kennedy read the proclamation. Director of the GVRP Director Weldon

Allen accepted the proclamation.

**Appointments**

**To the Grand Junction Housing Authority**

Councilmember Kennedy moved and Councilmember Nguyen seconded to appoint Leora Ruzin to the Grand Junction Housing Authority for a five-year term expiring October 31, 2028. Motion carried by unanimous voice vote.

**To the One Riverfront Commission**

Councilmember Nguyen moved and Councilmember Simpson seconded to appoint Ken Scissors to the One Riverfront for a three-year term expiring July 31, 2026. Motion carried by unanimous voice vote.

**Citizen Comments**

Bruce Lohmiller said the Veteran’s Art Center is having a membership drive, expressed concern of a houseless individual at Whitman Park that needs prosthetics, and spoke of the Rudy Giuliani lawsuit.

Rickie Howie expressed concern with the bullying of Afghani students at Mesa County Valley School District 51 schools.

Cambron spoke of issues she has experienced in low-income housing through Grand Junction Housing Authority including theft, items in disrepair, and high rent.

Ed Kowalski spoke of drag racing and speeding in the City.

**Council Reports**

Councilmember Nguyen gave an update on the Grand Valley Regional Transportation Committee.

Council President Pro Tem Herman gave an update on the Downtown Development Authority.

Councilmember Kennedy attended the Museum of Western Colorado board meeting, a local government tour with Food Bank of the Rockies and Home Builders Association (HBA) Governmental Affairs Luncheon.

Councilmember Beilfuss rode in an ambulance with the Grand Junction Fire Department, went to the Food Bank of the Rockies meeting, and The Home Builders Association (HBA) Governmental Affairs Luncheon.

Council President Stout spoke of the Transportation Planning Region Study.

**CONSENT AGENDA**

**1. Approval of Minutes**

- a. Summary of the August 14, 2023 Workshop
- b. Minutes of the August 16, 2023 Regular Meeting

**2. Set Public Hearings**

- a. Legislative
  - i. Introduction of an Ordinance Authorizing a Supplemental Appropriation for a Grant to the Counseling and Education Center (CEC) and Setting a Public Hearing on September 20, 2023

**3. Procurements**

- a. Purchase Vactor Combination Sewer Cleaning Truck
- b. Construction Contract for Crawford-Rockaway Alley Improvements

**4. Resolutions**

- a. A Resolution Authorizing an American Rescue Plan Act (ARPA) Grant Award to the Counseling and Education Center (CEC)
- b. A Resolution Authorizing the City Manager to Submit a Grant Request to the Mesa County Federal Mineral Lease District Fall Grant Cycle
- c. A Resolution Authorizing the City to Approve Grant Agreements as a Co-sponsor with the Grand Junction Regional Airport Authority for the Runway 11/29 NAVAIDS Relocation, Pavement Design and Drainage Schedules 5, 6, and 7 for the Runway 12/30 Relocation Program

Council President Pro Tem Herman moved, and Councilmember Nguyen seconded to adopt the Consent Agenda Items 1 – 4. Motion carried by unanimous voice vote.

**REGULAR AGENDA****An Ordinance Approving a Rezone for 1.22 Acres from R-5 (Residential - 5 du/ac) to R-12 (Residential - 12 du/ac) Located at 3041 D Road, Habitat for Humanity of Mesa County**

The applicants requested a zone district of R-12 (Residential 12). The property is currently zoned as R-5 (Residential 5 du/acre). The proposed zone district of R-12 is consistent with the Residential Medium category of the Comprehensive Plan. Surrounding zoning is Residential Medium, mostly R-8 and some county properties zoned residential under a planned development. The subject property and all surrounding properties (within the City limits) have a Land Use designation of Residential Medium. The Applicant is now requesting a rezone to R-12 that would increase the number of homes able to be built on the property, which both keeps up with Grand Junction's growth and demand for housing.

Senior Planner Jessica Johnson presented this item.

Conversation ensued regarding future plans of this development (no formal plans but looking at the potential for single-family attached).

The public hearing opened at 6:15 p.m.

There were no comments.

The public hearing closed at 6:15 p.m.

Councilmember Kennedy moved and Council President Pro Tem Herman seconded to adopt Ordinance No. 5171, an ordinance rezoning approximately 1.22 acres located at 3041 D Road from an R-5 (Residential 5 du/ac) zone district to an R-12 (Residential 12 du/ac) zone district, City File Number RZN-2023-230 on final passage and ordered final publication in pamphlet form. Motion carried by unanimous roll call vote.

**An Ordinance Approving a Corridor Infill Incentive for the Kimball Residences by Kimball Acquisition, LLC**

On September 7, 2022, the City Council adopted Resolution 74-22 creating a new Corridor Infill Incentive and Formula for Calculating the Incentive. The resolution included specific corridors in and near downtown as well as in the Horizon Drive Overlay. On February 13, the City received a request by Kimball Acquisition, LLC to utilize the Level 5 - Corridor Infill Incentive for a 164-unit multi-family apartment project called Kimball Residences on 6.8 acres located at 919, 1059, 1101 and 1299 Kimball Avenue.

Community Development Director Tamra Allen presented this item.

Shannon Sweeney and Mckenzie Thorne made a presentation on behalf of the applicant.

There was discussion regarding appreciation for preserving the sugar beet factory building, potential for a historic designation or covenants to continue to protect that building, whether there is adequate parking for future businesses, distribution of funds schedule (performance based on completion) and restricted fund balance impacts of such incentives.

The public hearing opened at 6:45 p.m.

Raul Acosta expressed concerned about parking if this area gets developed.

Craig Robillard asked which provision is being made for Electric Vehicle (EV) charging on this site.

The public hearing closed at 6:48 p.m.

Ms. Thorne responded to Mr. Robillard’s question that they will install the conduits and provide the infrastructure but will not install EV chargers until there is demand for them (not common place in Grand Junction).

City Manager Caton clarified that \$862,348 was budgeted in 2023 and has been accounted for and there was further discussion of how the infill incentive funds came from the sale of property in the Dos Rios area.

Councilmember Kennedy moved and Council President Pro Tem Herman seconded to adopt Ordinance No. 5172, an ordinance approving the Kimball Residences Corridor Infill Incentive agreement for Kimball Acquisition, LLC for the project located at 919, 1059, 1101 and 1299 Kimball Avenue on final passage and ordered final publication in pamphlet form. Motion carried by roll call vote with Councilmember Simpson voting no.

**An Ordinance Leasing Approximately 1.4 Acres of City Property to Kimball Acquisition, LLC Located near 919 Kimball Avenue and 1101 Kimball Avenue, Grand Junction, Colorado**

In November 2019, City voters approved an amendment to the City Charter which allowed the City to lease certain property, including certain of the Park Property including certain parcels owned by the City in the vicinity of Las Colonias Park north of the Riverside Parkway for a term of up to 99 years. The Charter amendment affirmed the City Council’s right to lease the property for a term of not to exceed 99 years. Kimball Acquisition, LLC (Developer) has applied for and with the adoption of Ordinance 5172 been approved for a City Corridor Infill Incentive. With the incentive, the Developer will construct 164 housing units on the property located at 919, 1059, 1101 and 1299 Kimball Avenue. The City property, the Kimball Lease Property, and the Council approval and authorization of the lease thereof, on the terms established therein

(Lease), adjoins the redevelopment parcel on the east and west. The City parcels are necessary for surface parking for the successful development/redevelopment and the provision of housing units for the community.

Community Development Director Tamra Allen presented this item.

Discussion ensued regarding that the low amount of the lease was due to no other usable purpose for this property and how this number was agreed to through negotiations.

The public hearing opened at 7:03 p.m.

There were no comments.

The public hearing closed at 7:03 p.m.

Council President Pro Tem Herman moved, and Councilmember Kennedy seconded to adopt Ordinance No. 5173, an ordinance pursuant to voter approval leasing approximately 1.4 acres of City property to Kimball Acquisition, LLC located adjacent to 919 and 1101 Kimball Avenue, Grand Junction, Colorado on final passage and ordered final publication in pamphlet form. Motion carried by unanimous roll call vote.

Council took a short break at 7:04 p.m.

The meeting resumed at 7:17 p.m.

### **Riverfront Trail Concrete Contract**

The Colorado River Trail construction project is a critical initiative aimed at enhancing the recreational opportunities for our residents and visitors. The existing asphalt trail identified for replacement, which spans 1.77 miles along the Colorado River, has deteriorated significantly, posing numerous hazards to users. To address these issues and improve safety, the City has planned the construction of a 10' wide concrete trail to replace the failing asphalt surface. The section to be replaced is from Leach Creek bridge south of Junior Service League Park westerly along Redlands Parkway to the Broadway roundabout. Construction of the trail will be completed by City staff.

The purchase of concrete material is essential to the successful execution of this project. In accordance with the City's procurement policies, a competitive bidding process was initiated to select a supplier for the required concrete material. The proposal from Whitewater Building Materials, at a total cost of \$267,137.50 for 1750 cubic yards of concrete, aligns with our project requirements and budget constraints.

Public Works Director Trent Prall presented this item.

Conversation ensued regarding the timing of this project and whether it can be

completed by the end of the year.

The public comment period opened at 7:30 p.m.

There were no comments.

The public comment period closed at 7:30 p.m.

Council President Pro Tem Herman moved and Councilmember Nguyen Seconded to authorize the City Purchasing Division to issue a Purchase Order to Whitewater Building Materials for the purchase of concrete in the amount of \$267,137.50. Motion carried by voice vote with Councilmember Simpson voting no.

**A Resolution Authorizing the Carry-forward of the City's 2023 Private Activity Bond "PAB" Allocation**

Each year the state of Colorado allocates the authority to issue tax-exempt Private Activity Bonds (PAB) directly to local governments whose population warrants an allocation of \$1 million or more. Private Activity Bonds (PAB) are a tax-exempt security issued by or on behalf of a local or state government. PABs are issued by local governments for the sole purpose of extending special financing benefits for qualified projects. PABs help to finance specific projects for a private user and are utilized to attract private investments in projects that have public or common good. Because the interest rate on PABs is tax-free, the interest rate the bonds hold is typically lower than the market interest rate.

PABs have a specific expiration and generally must be issued to a qualified project the same year the volume cap is received. If the cap is not allocated, the issuer can elect to request a carry-forward, assign their PAB to another eligible issuer, assign to CHFA, or do nothing and let their cap revert to DOLA's statewide balance.

In years past, the City's PAB allocation was utilized for affordable housing through assignment to other entities such as Colorado Housing and Finance Authority (CHFA) or it reverted to the Statewide balance. To date, the City has not used the PAB allocation to fund a City-initiated affordable housing project. For 2023, Grand Junction's allocation is \$4,031,651 and in order to continue to benefit the residents of the City, staff has brought forward a Resolution to carry-forward the PAB allocation to be rolled over for up to the next three years until a sufficient quantity of bond cap is accumulated for a qualified project.

Housing Manager Ashley Chambers presented this item.

Conversation ensued regarding staff getting involved in the development process to bring forth feasible projects that could utilize this money along with other capital stacking.



The public comment period opened at 7:43 p.m.

There were no comments.

The public comment period closed at 7:43 p.m.

Councilmember Simpson moved and Council President Pro Tem Herman seconded to adopt Resolution No. 80-23, a resolution authorizing the carry-forward of the 2023 Private Activity Bond Allocation of Grand Junction, Colorado pursuant to the Colorado Private Activity Bond Ceiling Allocation Act. Motion carried by unanimous roll call vote.

**A Resolution Adopting the EV Readiness Plan**

In the Resource Stewardship principle of the 2020 Comprehensive Plan, proposed action items to improve public and environmental health include improving Electric Vehicle (EV) charging infrastructure, implementing policies to reduce air pollution, and educating the public about community-wide actions that can be taken to limit environmental impacts. Additionally, in the previous council's strategic plan implementation matrix, one of the actions under the Quality of Life priority stated: "Create an EV Readiness Plan." In response, staff saw the need to work with utility providers in the area to create a comprehensive community-wide EV Readiness Plan. In January 2023, the City began working with Xcel Energy's Partners in Energy to create and implement this EV Readiness Plan over the coming years. City staff and consultants from Partners in Energy will present the final Electric Vehicle (EV) Readiness Plan.

Sustainability Coordinator Jenny Nitzky introduced the Consultant with Xcel Energy's Partners in Energy Program Andrea McCarthy who presented this item.

Conversation ensued regarding the importance of education and outreach and that the appendix may not be reflective of updated statistics (2019) and should be an accurate public facing document. There was gratitude expressed to Xcel for their partnership, and they discussed where the money to fund this Plan may come from including Xcel's Electric Vehicle Supply Infrastructure Program (Jason Randal with Xcel's Clean Energy Transportation Team said they are working with the City of Grand Junction to identify sites) and a grant that was awarded to the City in the amount of \$111,000 from the Colorado Energy Charge Ahead Program for nine charging stations in five locations. Comments were made regarding the electrification of the City's fleet and how they City must be good stewards of tax dollars to ensure that our fleet is utilizing the best energy sources (currently using compressed air) with the infrastructure in place. There was also discussion on a fee schedule for the charging stations to maintain a sustainable system as electricity is expensive and electric cars will use a lot.

The public comment period opened at 8:14 p.m.

Craig Robillard encouraged the City to proceed with the implementation as soon as

possible.

The public comment period closed at 8:16 p.m.

Councilmember Nguyen moved and Councilmember Simpson seconded to adopt Resolution No. 82-23, a resolution adopting the EV Readiness Plan. Motion carried by unanimous roll call vote.

The Council took a short break at 8:21 p.m.

The meeting resumed at 8:32 p.m.

**A Resolution for the Issuance of Transportation Bonds for the I-70 Interchange at 29 Road to be set for the November 7, 2023 Election**

This resolution would set the title of the ballot language and authorize a referred measure to be placed on the November 7, 2023 election for the issuance of bonds to finance transportation improvements for the I-70 Interchange at 29 Road and the associated reconstruction of 29 Road from the interchange to Patterson Road.

City Manager Greg Caton introduced this item and Public Works Director Trent Prall answered Council's questions.

Conversation ensued regarding the County's potential contribution, after the City has exhausted potential State and Federal dollars, to come back to the table for authorization through an Intergovernmental Agreement (IGA) and what that timeline looks like. There was concern expressed over the "flexibility" of the resolution, and it was explained that this is due to the unknown (potential outside funding) outlying factors while still attempting to maximize leverage and flexibility to move forward.

Discussion turned to how this project impacts vehicle miles traveled and the greenhouse gas rule (alleviates congestion and builds additional multi-modal transportation options). Portland was used as an example of a community who has invested heavily in a bike and ped infrastructure but still found it necessary to invest in a public transit and other alternatives for vehicles to get around.

It was asked whether the resolution passed by the County provided enough to ensure the County would partner with the City in a fifty-fifty split of the funding of this project. City Attorney Shaver stated the resolution does not provide a commitment. This would only occur through an IGA or the County referring a ballot question, although the resolution refers to the future execution of an IGA.

Further discussion included concern that County voters were not able to vote on this item should it be placed on the ballot as a City item, this being an investment in the Grand Junction community that voters in the broader Mesa County Community (i.e. Debeque) may not see the value in, that City voters are Mesa County voters, the

importance of putting this before the voters to give them the opportunity to decide whether to move forward, possible voter confusion if the County and the City each place a \$40 million debt issuance ballot item for this project, the impact this debt issuance would have on the City’s budget for other projects, all the infrastructure projects that have led up to this project, the concern that the resolution from the County wasn’t more unequivocal that they were in for a fifty percent contribution, how some people may have thought this was a federally funded project, and that some of the Councilmembers that would vote against this were not against this project, but rather moving it forward now.

Councilmember Kennedy moved and Council President Pro Tem Herman seconded to adopt Resolution No. 81-23, a resolution setting a title and submitting to the electorate on November 7, 2023, a measure concerning the issuance of bonds to finance certain transportation improvements and to collect, retain and suspend revenues as defined by Article X, Section 20 of the Colorado Constitution for payment of transportation debt and maintenance of transportation infrastructure and providing other details relating thereto. Motion failed 3-4 with Councilmembers Nguyen, Reitz, Simpson and Beilfuss voting no.

**Non-Scheduled Citizens & Visitors**

There were none.

**Other Business**

There was none.

**Adjournment**

The meeting adjourned at 9:30 p.m.



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Amy Phillips, CMC  
City Clerk



**Grand Junction City Council**

**Regular Session**

**Item #2.a.i.**

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**Meeting Date:** September 20, 2023  
**Presented By:** Jay Valentine, General Services Director  
**Department:** General Services  
**Submitted By:** Jay Valentine

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**Information**

**SUBJECT:**

Introduction of an Ordinance Regarding the Purchasing Policy and Setting a Public Hearing for October 4, 2023

**RECOMMENDATION:**

Staff recommends an ordinance updating the City of Grand Junction Purchasing Policy

**EXECUTIVE SUMMARY:**

In early 2023, questions arose regarding the City's purchasing and procurement policies and, specifically, the self-performance of work. The existing policies have not undergone a thorough review and rewrite since 2012, and there were concerns about the clarity of certain sections, including Section 18, which was adopted in the context of a specific project but did not directly address the self-performance issue. In response to these concerns, the City Council instructed the City staff to consider and, as appropriate, develop and recommend a self-performance policy. This ordinance adopts a comprehensive update of the Purchasing and Procurement Policies and Procedures that includes the policy guidelines for City staff to self-perform certain work.

**BACKGROUND OR DETAILED INFORMATION:**

The City of Grand Junction's Purchasing and Procurement Policies and Procedures are a critical component of the City's operations, ensuring transparency, fairness, and efficiency in the procurement of goods and services. These policies were last comprehensively reviewed and updated in 2012. Since then, there have been changes in procurement practices and organizational needs that necessitate a thorough revision.

The specific issue that prompted this review is related to self-performance of work by the City. Section 18 of the existing policies, while adopted for a particular project, lacks clear guidance on self-performance and related issues. In the proposed update, in

determining the cost for self-performing public improvement projects, the operating department will calculate the expenses related to supplies, materials, construction techniques, and methods. If the total cost is under \$750,000, as confirmed by the Public Works Director or his/her designee, then the option to self-perform the project may be put into effect by the City Manager,

Aside from the self-performance policy, the primary objectives of this review and update of the Purchasing and Procurement Policies and Procedures, while ensuring best practices in procurement, are to improve the clarity and comprehensibility of the policies for City staff, vendors, and the public.

**FISCAL IMPACT:**

There is no direct fiscal impact from this action.

**SUGGESTED MOTION:**

I move to introduce an ordinance related to adapting polices and procedures for purchasing equipment, materials, supplies and specialized, expert and technical services and work including specialized technical and expert personnel and work performed by or for the City of Grand Junction setting a public hearing for October 4, 2023.

**Attachments**

- 1. Procurement Manual 20230914
- 2. ORD-Purchasing Policy 2023 20230914

**PURCHASING MANUAL**  
**Revised MONTH 2023**



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## Chapter 1: Introduction

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The City of Grand Junction Procurement Policy (“Policy” or “Procurement Policy”) has been developed and will be applied according to the City’s core values. Those are:

- **Continuous improvement** – Working together to be the best by challenging the status quo.
- **Collaborative partnerships** – Using all areas of expertise to achieve a common goal.
- **Exceptional customer service** – Fulfilling the needs of everyone in our community through thoughtful interactions.

The Procurement Policy establishes the City’s purchasing and procurement policies and practices considering relevant laws, rules, and regulations while encouraging competition, maximizing purchasing power, and providing fair opportunities and equal treatment. The City is committed to the wise and principled use of public funds. The Policy creates general processes that are thoughtful and transparent.

The Procurement Policy directs City employees in fulfilling their obligations to the public, grantors, vendors, and contractors in the expenditure of funds.

The Policy is a comprehensive yet practical reference for City employees and external parties involved in the City’s solicitation, purchasing, contracting, and procurement processes.

The Procurement Policy establishes policies and procedures representing centralized and decentralized methodologies, reflecting practices and principles widely recognized at regional and national levels. The Policy is subject to regular review and revision to ensure the efficiency and effectiveness of the policies and processes.

### Ethics in Procurement

The City is committed to promoting the highest ethical standards in procurement. Those principles, including those stated below, guide transactions, decisions, and activities involving this Policy and the expenditure of City funds:

1. **Integrity and Transparency:** Purchasing activities should be conducted openly, with the objective of fair competition, ensuring the impartial treatment of those involved.
2. **Conflict of Interest:** Employees involved in procurement will avoid any conflict of interest, perceived or actual, including personal or financial relationship(s) that might affect, or appear to affect, their impartiality.



3. **Confidentiality:** Confidential information obtained during procurement activities will be respected and protected as provided by law.
4. **Accountability and Responsibility:** Procurement employees will prudently use City resources and be accountable for their actions and decisions, demonstrating responsible stewardship of funds.
5. **Respect for Vendors:** Vendors should have equal access to information and opportunities and be treated in good faith.
6. **Compliance with Laws and Regulations:** Procurement activities will comply with applicable local, state, and federal law(s) and applicable regulation(s). The Purchasing Division will provide Purchasing Manual training, and procurement guidance, to employees.
7. **Promotion of Competitive Procurement:** The City will put forward competitive solicitations, as set forth in the Procurement Policy, to ensure it receives the best value.
8. **Zero Tolerance for Corruption:** The City maintains a zero-tolerance rule toward corruption, including fraud, bribery, and collusion. Any questionable activities should be reported to the Purchasing Division or the City Attorney's office, investigated, and dealt with promptly and thoroughly.

The City strives to establish trust, fairness, and efficiency through its procurement practices. By adhering to the Procurement Policy, the public interest will be protected and advanced, public funds will be used responsibly, and the City will maintain its long-standing reputation of integrity and accountability.

## Chapter 2: Purchasing Authority

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**City Council and the City Manager:** The City Manager, as appointed by the City Council in accordance with the City Charter, oversees the City departments, and sets the rules and policies for procuring commodities and services applicable to the departments. Any improper practice(s) or deviation(s) may lead to disciplinary action(s).

**Department Directors:** In accordance with the Policy the City Manager delegates purchasing approval to Department Directors based on the dollar amount. A Department Director may delegate to employees who have purchasing responsibilities. The Department Director shall ensure that employees understand and fully and faithfully apply the Procurement Policy. Department Directors and employees are responsible for understanding and complying with the Procurement Policy. Any improper practice(s) or deviation(s) may lead to disciplinary action(s).

**Purchasing Division:** The Purchasing Division is responsible for:

1. Protecting the Procurement Policy.
2. Procuring and contracting commodities, services, and construction as provided in the Policy and otherwise provided by law.
3. Providing guidance and training to Department Directors and employees on the Procurement Policy.
4. Monitoring compliance with the Procurement Policy.
5. Investigating allegations of improper procurement practices.

## Chapter 3: Purchasing Approval Limits

Purchasing approval limits by position are detailed in Table 1.

Table 1: Purchasing Approval Limits

Dollar Amount	Type of Purchase	Approval
\$15,000 to 49,999	Formal Quotes by Purchasing Division	Department Director
\$50,000 to 199,999	Formal Solicitations	City Manager
\$200,000 and over	Non-Fleet Solicitations	City Council
\$500,000 and over	Fleet Purchases	City Council
\$25,000 to 49,999	Sole Source	City Manager
\$50,000 and over	Sole Source	City Council

**Notes:** This table applies to commodities or services with current-year budget appropriations. The unbudgeted expenditures are prohibited except in an emergency or by the City Manager's written directive. Notwithstanding Table 1, the City Council approves awards over **\$50,000** if:

1. There is a request for a sole source of over **\$50,000**; and/or,
2. Specific appropriation(s) do not exist for commodities or services.

## Chapter 4: Identification and Solicitation of Vendors

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The City recognizes that a formal solicitation may only sometimes be the most efficient or effective purchase method. As a result, certain exceptions to the formal solicitation process may be utilized depending on the nature and cost of the purchase. If a vendor is selected using an exception, the Purchasing Division will assist the department in documenting the exception.

### Vendor Contact Before Formal Solicitations

It is acceptable and beneficial to gather information to make informed decisions. Research may include product demonstrations, discussions, or meetings to understand the marketplace and available solutions better; however, it is essential to maintain fairness and transparency during such interactions. The following guidelines should be followed:

1. **No commitment.** Any interactions are solely to gather information and do not indicate any special treatment or obligation for future purchases.
2. **Equal opportunity.** The department should offer the same opportunities to ensure that no single vendor has an unfair advantage.
3. **No conflict of interest.** City employees must maintain impartiality and avoid any situation(s) that could create, or appear to create, a conflict of interest. They must not accept gifts, gratuities, or anything of value.
4. **Documentation.** City employees must keep detailed records of all interactions during this research phase to maintain transparency.

### Formal Solicitation

Formal solicitations are competitive processes and require the following:

1. Authorization: Departments must work with the Purchasing Division to initiate formal solicitations when the amount is covered by an approved or planned budget.
2. Initiation of a Formal Solicitation. The department initiates a formal solicitation by preparing Specifications and/or a written Scope of Work, which minimally will include:
  - a. The description of the goods or services to be procured.
  - b. The quantity and quality of the goods or services to be procured.
  - c. The delivery or performance schedule.
  - d. The method of procurement.
  - e. The criteria for the award.

3. Solicitation. After the Specifications and/or the Scope of Work have been written, the Purchasing Division, in collaboration with the department, will identify the appropriate solicitation method and plans, schedules, and procurement procedure.
4. Legal Review. The City Attorney's Office will review and approve the procurement and contract forms. Only the Purchasing Division or the City Attorney's Office may modify the solicitation documents terms.
5. Contract Award. When a qualified, responsive, and responsible proposer is selected, and if negotiations are required, the Purchasing Division and the department will negotiate a final contract, obtain all required approvals, and execute a contract. If the department and the Purchasing Division disagree about an award recommendation, they will meet to review the reason(s) for the disagreement. If they cannot resolve the dispute, the City Manager will review and decide.
6. Centralized Documentation and Contract Management: The Purchasing Division maintains a complete contract file and all required documentation on formal solicitations.

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## Chapter 5: Methods and Procedures for Formal Solicitations

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The City may use Requests for Quotes (RFQ), Requests for Information (RFI), Invitations for Bids (IFB), Requests for Proposals (RFP), and Statements of Qualifications (SOQ) for formal solicitations. The method and procedure shall be determined at the City's sole and absolute discretion as provided in this Policy and determined to be in the City's best interest.

### Initial Steps

The type of solicitation may depend on the nature of the procured commodities, work, or services, the project's complexity, or purpose, and the evaluation criteria/evaluation method. The following steps will be used in determining the form of solicitation:

1. Consult with the Purchasing Division: Consult with the City's Purchasing Division to ensure the solicitation method is appropriate, legal, and in line with the City's procurement policies and procedures.
2. Define the Need: Define the intended purpose of the procurement and specify the commodities, work, or services and the procurement goals. This is essential to choosing the most appropriate solicitation method.
3. Assess Complexity: Assess the commodities, work, or services needed. The complexity, technical specifications, level of customization, or the number of variables will be considered when choosing the solicitation method.
4. Determine the Importance of Price v. Qualifications: Decide on the relative importance of price versus qualifications or other non-price factors. If price is the primary consideration and the requirements can be clearly defined, an IFB or RFQ may be the most appropriate method. If qualifications, innovative solutions, or other non-price factors are more critical, an RFP or SOQ may be more suitable.
5. Consider the Market: The market conditions and the number of potential vendors, the competitiveness of the market, and the availability of the commodities, work, or services can all impact the choice of solicitation method.

6. Review Legal or Regulatory Requirements: The Purchasing Division, in conjunction with the City Attorney's Office, will ensure the consideration of any relevant legal or regulatory requirements.

### **Develop Scope of Work**

When developing a Scope of Work (SOW) or Scope of Services (SOS), the Purchasing Division will work closely with the project manager to ensure that the needs and expectations of the project are clear and sufficiently detailed to reduce ambiguities.

The SOW is critical to forming and enforcing any contract and must clearly describe the commodity, service(s), and work. The SOW serves as a roadmap for the project, defining the deliverables, timelines, quality standards, and key tasks. A detailed SOW is necessary to ensure clear understanding and expectations between all parties involved.

### **Components of a Scope of Work**

1. Project Description: An explanation of the project's purpose and objectives. The project description provides essential context for making and enforcing the purchase and contract terms.
2. Deliverables: A detailed list of all items, work, or services to be delivered by the vendor and specifies the acceptance criteria for each deliverable.
3. Tasks: Tasks include a breakdown of specific tasks or activities to be performed by the vendor. Each task should be clearly described and associated with a particular deliverable.
4. Timelines: A schedule that outlines when tasks or deliverables will be completed, including any milestones or deadlines as required by the City.
5. Performance or Quality Standards: The performance standards or benchmarks to measure the quality of the work or the commodities procured must include any specific regulatory or industry standards to be provided by the vendor.
6. Payment Schedule: The payment schedule defines the compensation to be paid to the vendor for completing tasks, deliverables, or other mutually agreed metrics, together with deadlines agreed upon between the City and the vendor or service provider.
7. Project Management: Details of how the project will be managed, including reporting requirements, schedules, and roles and responsibilities of the parties.

### **Specifications**

When seeking responses from potential vendors, it is essential to have detailed descriptions of the physical or functional characteristics of the product, service, or

system. These descriptions, known as Specifications, serve as a basis for evaluating responses against the standard specifications provided by the City.

In developing specifications, the Purchasing Division will collaborate with the project manager to ensure the accuracy and completeness of all requirements and expectations. To reduce misunderstandings or disputes, the specifications should be clear and detailed.

Key elements of specifications include:

1. **Description of Requirements:** A detailed description of what the City is purchasing, whether a physical commodity, construction, or service. This comprehensive description should state the necessary features, dimensions, performance standards, quality levels, and other relevant details.
2. **Quantity:** The amount of the commodities or services needed in terms of number or volume.
3. **Delivery or Performance Schedule:** The date or timeframe within which the commodities or services must be delivered or performed.
4. **Standards and Compliance:** The regulatory or industry standards with which the commodities or services must comply/conform.
5. **Quality Assurance Measures:** The procedures and checks to ensure that the commodities or services meet the specified requirements.

The City is committed to creating comprehensive and fair specifications to ensure the best value, successful Procurement outcomes, and positive relationships with vendors.

### **Requests for Information (RFI)**

A Request for Information (RFI) is the Purchasing Division's standard process to gather written information about vendor capabilities. The response to an RFI can help the City shape its procurement strategy and improve the efficiency and effectiveness of procurement processes.

#### **Typical Uses for RFIs**

RFIs are typically used early in the purchasing cycle to:

1. Obtain general vendor or product information.
2. Narrow down a list of potential vendors.
3. Gather information to prepare a more detailed Request for Quotes (RFQ), Invitation for Bids (IFB), Request for Proposals (RFP), or Statement of Work (SOW).

#### **RFI Process**



RFI Initiation: The Purchasing Division, in collaboration with the department, identifies the need for an RFI based on the following factors:

1. The complexity of the procurement;
2. The unfamiliarity of the market;
3. The need to clarify potential solutions or providers.

RFI Preparation: The Purchasing Division and the department will prepare an RFI document detailing vendor information sought/requested. The RFI may include:

1. A description of the product, service, or solution;
2. Specific questions regarding capabilities, solutions, or approaches;
3. Other inquiries that may be beneficial.

Public Notice: The Purchasing Division will notice the issuance of an RFI. This notice will include the following information:

1. The purpose of the RFI;
2. The deadline for submitting responses;
3. The method for submitting responses.

Responses Review: The Purchasing Division, in collaboration with the department, will review RFI responses. The review will focus on the following factors:

1. The completeness and accuracy of the responses;
2. The relevance of the information provided;
3. The vendor's capabilities and experience, if required.

Pricing Information: The department may include budget cost information when requesting information from potential vendors. This information is not binding and is only intended to help vendors understand the City's needs.

No Commitment: Responding to an RFI does not guarantee future consideration for solicitations. Understanding that an RFI does not imply a commitment to issue a formal solicitation or contract is essential.

The Purchasing Division reserves the right to amend or withdraw an RFI at any time.

## **Requests for Quotes (RFQ)**

A Request for Quotes (RFQ) document is the method the Purchasing Division uses to solicit vendor quotes to procure commodities, work, or services that exceed the department's purchasing authority.

### **RFQ Process**

RFQ Initiation: The Purchasing Division, in collaboration with the department, identifies the need for an RFQ.

- The RFQ is typically used for smaller orders under a certain dollar threshold.
- The RFQ may also be used when the department needs a pre-established relationship with a vendor that can meet the City's needs.

RFQ Preparation: The Purchasing Division and the department will prepare an RFQ document that includes the following information:

1. A description of the commodities, work, or services being procured;
2. The technical requirements for the commodities, work, or services;
3. The evaluation criteria that will be used to select the vendor;
4. The deadline for submitting quotes;
5. The method for submitting quotes.

Public Notice: The Purchasing Division will issue the public notice, if required, of the RFQ. This notice will be published in a local newspaper and on the City's website.

Quote Submission: Vendors must submit their quotes to the Purchasing Division by the deadline. Quotes must be submitted in writing, in the response type requested (e.g. e-mail) and include all the information requested in the RFQ.

Evaluation: The Purchasing Division will evaluate all quotes based on the evaluation criteria. The evaluation will focus on the following factors:

1. The completeness and accuracy of the quotes;
2. The responsiveness of the quotes to the RFQ requirements;
3. The vendor's experience and expertise;
4. The vendor's price.

Quote Award and Contract Formation: The Purchasing Division will award the contract to the vendor that submits the most responsive and competitive quote. The contract will be issued by the terms and conditions outlined in the RFQ.

Clarification and Negotiation: The Purchasing Division may seek vendor clarification regarding any aspect of their quotes. If only a single quote is received, the Purchasing Division may negotiate terms, conditions, and pricing with vendor.

Quote Rejection: The Purchasing Division may reject any quote for reasons including, but not limited to: non-compliance with the RFQ requirements, incomplete or conditional quotes, unsatisfactory past performance by a vendor, or the cancelation of the RFQ.

## Invitations for Bid (IFB)

An Invitation for Bid (IFB) is a document the Purchasing Division uses to solicit vendor bids to procure standardized commodities, work, or services. The IFB process is typically used when the procurement is for commodities, work, or services that are:

1. Can range from simple to complex;
2. Well-defined and understood;
3. Not subject to many variations;
4. Price-sensitive.

The IFB process is also used when the City wants to ensure the procurement is conducted fairly and transparently.

### IFB Process

The IFB process is as follows:

IFB Development: The Purchasing Division and the department work together to develop the IFB document. The IFB document includes the following information:

1. A description of the commodities, work, or services being procured;
2. The technical requirements for the commodities, work, or services (including Scope of Work, if required);
3. The evaluation criteria that will be used to select the vendor;
4. The deadline for submitting bids;
5. The method for submitting bids.

Public Notice and Distribution: The Purchasing Division publishes a public notice of the IFB. The public notice includes the following information:

1. The title and number of the IFB, name of the goods or services being procured;
2. The deadline for submitting bids;
3. The method for submitting bids;
4. The contact information for the Purchasing Division.

Pre-Bid or Site Visit Meeting: The Purchasing Division may hold a pre-bid or site visit meeting to allow potential bidders to ask questions, and get clarification on the IFB document in the form of a written Addendum.

Addenda and Communication: The Purchasing Division will issue an addendum/addenda to address any necessary changes, corrections, or clarifications to the IFB. Only the Purchasing Division will communicate with vendors.

Bid Submission: Interested bidders must submit bids by the IFB requirements. Typically, the IFB will require pricing information, compliance with specifications, delivery

schedules, warranties, and other relevant details. Bidders must submit their bids in the method required by the IFB to the Purchasing Division by the deadline.

Bid Opening: The Purchasing Division opens the sealed bids in a public meeting (this may take place in a virtual setting). The bids are recorded, and the apparent lowest responsive and responsible bidder is identified.

Bid Evaluation: The Purchasing Division evaluates the bids based on the criteria stated in the IFB. The evaluation criteria may include price, compliance with specifications, experience, past performance, quality, and other relevant considerations, including pre-qualification, if required.

Award: The Purchasing Division awards the contract to the lowest responsive and responsible bidder.

Negotiation: Should only a single bidder submit a response to an IFB, the City may openly negotiate with the bidder as necessary.

Contract Execution: The Purchasing Division contracts with the successful bidder. The contract includes the terms, conditions, deliverables, timelines, and other relevant aspects of the purchase.

## **IFB Documents**

The IFB document must be clear, concise, and easy to understand. It must also be complete and accurate and comply with all applicable laws and regulations. The IFB document should include the following information:

1. A project definition and planning section that clearly defines the project's scope, objectives, and requirements;
2. An IFB document structure and content section that describes the format and content of the IFB document;
3. A legal and policy compliance section ensures that the IFB document complies with all applicable laws and regulations;
4. A stakeholder involvement and review section ensures that all relevant stakeholders review the IFB document;
5. A vendor communication section that describes how vendors can communicate with the Purchasing Division during the bidding process;
- 6.

## **Requests for Proposals (RFP)**

A Request for Proposal (RFP) is a document used by the Purchasing Division to solicit proposals from vendors for the procurement of commodities, work, or services that are complex, customized, innovative, or require a long-term relationship with the vendor.

The RFP process is typically used when the City wants to ensure that the best possible vendor is selected for the project.

## **RFP Process**

Initiate the RFP: The Purchasing Division will work with the department to initiate the RFP process. The department will identify the project manager and the relevant stakeholders, and the Purchasing Division will collaborate to gather the information necessary for the RFP.

Understand the Project Requirements: After initiation, the first step in the RFP process is understanding the requirements. This includes understanding the scope of work, the deliverables, the timeline, and the budget. The Purchasing Division will work with the department to gather this information.

Determine the RFP Structure: Once the project requirements are understood, the Purchasing Division will determine the structure and format of the RFP. The RFP should be clear, concise, comprehensive, and written in plain language that is easy to understand. The RFP should also be consistent with the City's procurement policies and procedures.

Define Evaluation Criteria: The next step is to define the evaluation criteria used to assess proposals. The evaluation criteria should be clear, concise, measurable, and weighted to reflect each factor's importance.

Draft the RFP Document: The project manager and the Purchasing Division will draft the RFP document. The RFP document should include the following sections:

1. Introduction: This section overviews the project and the RFP process.
2. Project Overview: This section provides a detailed project description, including the scope of work, deliverables, and timeline.
3. Administrative Information: This section includes information about the RFP process, such as the deadline for submitting proposals, the method for submitting proposals, and the contact information for the Purchasing Division.
- 4.
5. Evaluation Criteria: This section describes the criteria used to evaluate proposals, such as technical expertise, experience, qualifications, price, and compliance.
6. Contract Terms: This section outlines the terms and conditions of the contract, such as the price, the delivery schedule, and the warranty.

7. **Submission Requirements:** This section describes the requirements for submitting proposals, such as the format of the proposal and the information that must be included.
8. **Other Relevant, Project-Specific Conditions, Terms, and Requirements:** This section may include additional information specific to the project, such as security requirements or environmental regulations.

Stakeholder Input and Review: The department and the Purchasing Division will seek input and feedback from relevant stakeholders, departments, or subject matter experts. They will incorporate their insights to ensure the RFP document accurately reflects the project's needs and requirements.

Publish and Advertise the RFP: The Purchasing Division publishes and advertises the RFP to potential offerors using appropriate platforms, such as the City's website, the local newspaper, BidNetDirect.com, or other channels.

Address Vendor Inquiries: The Purchasing Division will establish a mechanism for promptly addressing inquiries, providing clarifications, responding to all vendor inquiries reasonably and consistently, and ensuring equal access to information.

Addenda and Communication: The Purchasing Division will issue an addendum/addenda to address any necessary changes, corrections, or clarifications to the RFP. Only the Purchasing Division will communicate with vendors.

Recordkeeping and Documentation: The Purchasing Division will maintain accurate records of the RFP creation process, including:

1. The RFP documents
2. All approvals of the RFP
3. All stakeholder feedback on the RFP
4. All addenda to the RFP
5. Any other relevant documentation

This documentation will be maintained to help ensure transparency and facilitate any required auditing or review processes.

Evaluation and Vendor Selection: The Purchasing Division and the department will evaluate the proposals received in response to the RFP and select a vendor that meets the project's requirements and is the best value for the City. The evaluation criteria will be based on the factors outlined in the RFP, such as technical expertise, experience, qualifications, price, schedule, and compliance.

The Purchasing Division will use a scoring system to evaluate the proposals. This will be used to determine which vendor(s) move forward into the next phase(s) of the process, or to determine the winning vendor.

Contract Negotiation and Execution: The Purchasing Division, in consultation with the department, and if needed the City Attorney, will initiate contract negotiations with the selected vendor to finalize the terms, conditions, and deliverables. The City and the vendor will sign the contract, which will be by applicable laws, rules, and regulations.

The Purchasing Division will draft the contract. The City Attorney will review the contract and provide any necessary legal advice.

### **RFP Selection by Committee**

The City will use a committee to select vendors for RFPs. The committee will comprise of City employees from various departments with expertise relevant to the goods and services being procured, potential stake holders (if applicable), other government/quasi-government employees with relevant expertise, and Purchasing Division staff.

The committee will use a scoring rubric to evaluate proposals. The rubric will be developed by the City and described in the RFP. The rubric may include cost, quality of goods or services, vendor qualifications, and other pertinent factors.

Each committee member will independently review and score each proposal using the scoring rubric. This process is intended to ensure various perspectives and limit the potential for bias.

After the independent review, the committee will meet to discuss the scoring. During those discussions, committee members may explain their scoring, ask questions regarding others' understanding/consideration of the proposal.

If the committee finds significant differences in scores for a given proposal, the committee members will discuss the differences to ensure the understanding of the merits or lack thereof for each proposal.

After all the scores are finalized, the Purchasing Division will calculate the average score for each proposal and rank each from highest to lowest. The proposal(s) with the highest ranking(s) will be selected as the vendor(s) to move forward into the next phase(s) of the process, or to determine the winning vendor..

The Purchasing Division will communicate the scoring results to the proposers for their own proposals. A vendor may request feedback on its proposal upon written request. The Purchasing Division may provide input or decline to do so; any feedback provided will be based on the process for that solicitation and the records of that process.

By communicating about the City's selection process, it is anticipated that vendors will improve the quality and responsiveness of proposals and, in turn, continue to foster

fairness and accountability by the City to ensure the best outcome for the City and its citizens.

## **Statements of Qualifications (SOQ)**

A Statement of Qualifications (SOQ) is a process by which the City may evaluate the qualifications of various firms interested in providing services. An SOQ allows a firm(s) to present its capabilities, skills, and experience related to specific services the City needs, and to gauge potential competition in the marketplace, prior to issuing the solicitation.

### **SOQ Process**

Initiation of SOQ: When specialized services are needed, the department and the Purchasing Division will prepare an SOQ that clearly defines the Scope of Services, the desired qualifications, and other relevant information.

Distribution of SOQ Request: The Purchasing Division will distribute the SOQ request to firms that are or may be interested in responding to the SOQ. The request will be posted on the City's website, advertised in the local newspaper, and on procurement portals as determined by the City at its sole discretion.

Receipt of SOQs: Responses to SOQs must be timely and, in the format, stated in the SOQ solicitation.

Review of SOQs: The Purchasing Division and the project manager will review all responses to SOQs for compliance with the request, giving particular attention to the firm's history, qualifications of key personnel, past projects, references, and unique capabilities of the firm(s).

Shortlisting of Firms: The Purchasing Division and the department will shortlist firms whose SOQs best align with the City's needs in order to determine which firms may be eligible to participate in an upcoming solicitation, or in order to determine which firms may move onto interviews, further evaluation, and potential award, as deemed in the best interest of the City. The shortlisting process will be based on the criteria provided in the SOQ request.

Follow-Up Interviews or Presentations: The Purchasing Division may invite shortlisted firms for interviews, presentations, and further evaluation.

Final Selection and Notification: The selection of a firm will be after careful analysis of the SOQ response(s), interviews/presentations, and the firm's ability to meet the City's



needs. The Purchasing Division will notify the selected firm and initiate contract negotiations.

### **Waiver of Minor Irregularities**

The City, by and through the Purchasing Division, reserves the right to waive minor irregularities in submitted proposals, bids, or contract documents, if the irregularities do not confer a competitive advantage, constitute non-compliance with fundamental terms, or irreparably compromise the integrity of the procurement process.

Minor irregularities are mistakes or omissions that do not affect the price, quality, quantity, or delivery schedule of the procured goods or services. Minor irregularities may include, but are not limited to:

1. Clerical errors;
2. Omissions of non-essential information;
3. Slight deviations from the formal solicitation instructions that do not affect the procurement process's completeness, competitiveness, and fairness.

The Purchasing Division has sole discretion to waive minor irregularities and will consider them on a case-by-case basis. All decisions regarding the waiver of minor irregularities will be documented and maintained as part of the procurement record.

### **Appeals**

If a vendor believes his/her/its proposal or bid was unfairly disqualified due to a minor irregularity, he/she/it may appeal the decision to the Purchasing Division. The Purchasing Division will review the decision and make a final determination.

If the vendor is still not satisfied with the decision of the Purchasing Division, he/she/it may appeal the decision to the City Manager. The City Manager will review the decision, make a final determination, and issue a written finding.

## Chapter 6: Public Notice for Formal Solicitations

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A Public Notice for a solicitation(s) is the official announcement or advertisement published by the City to inform the public of the City's intent to solicit the purchase of goods and services.

Public Notices are intended to attract potential vendor(s). They are posted on the City's website, advertised in the local newspaper, and on procurement portals as determined by the City at its sole discretion.

### Key Components of a Public Notice

1. The solicitation title and number, and/or clear and concise description of the goods and services.
2. Instructions for obtaining greater detail about the solicitation.
3. The date, time, and location for submitting a response to the solicitation.
4. Contact information for questions or clarifications about the solicitation.

The primary purpose of the Public Notice is to provide potential vendors a reasonable opportunity to know of, and respond to, the solicitation, promote competition, and obtain the best value for the City.

## Chapter 7: Distribution & Submission of Formal Solicitations

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The City presently uses an online platform (currently BidNet direct, however online platforms are subject to change) to distribute and collect formal solicitations. The City reserves the right to use any other platform or means to provide a Public Notice of solicitations.

### Methods

1. The City distributes formal solicitations via BidNet. Vendors' registration and agreement to the BidNet TOS are required to access City solicitations posted there.
2. Each posting on BidNet contains the full solicitation document, including specifications, terms and conditions, submission instructions, and other pertinent information.
3. The Purchasing Division will post solicitations to BidNet concurrently with the release of the Public Notice.
4. The Purchasing Division will post any necessary post-distribution changes or clarifications as an addendum/addenda or other modification(s) to a solicitation on BidNet.
5. The City maintains records of all solicitations distributed through BidNet, including the posting date, a list of vendors who accessed the solicitation, and those who received the changes or clarifications as an addendum/addenda or other modification(s).

### Submission of Formal Solicitations

1. Vendors must submit responses to solicitations via BidNet. BidNet provides an efficient, digital, and timestamped process for the vendor and the City.
2. Bid submissions must include all documents required by the solicitation and comply with the solicitation's terms and conditions.
3. Vendors must timely submit solicitations as specified in the Public Notice and solicitation documents. BidNet automatically enforces deadlines and will not accept late submissions.
4. Vendors may amend submissions before the deadline by withdrawing and resubmitting a bid(s) on BidNet. Post-deadline modifications will not be accepted.
5. BidNet maintains a digital time stamp for all submissions. The Bid Net records provide the vendor and the City with a verifiable record in case of a question/dispute about a submission(s).

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## Chapter 8: Sole Source Procurement

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A sole source procurement is when the City purchases commodities, work, or services from a single vendor without conducting a competitive solicitation. This is only allowed when the City can justify that no other vendor can meet its needs.

### Sole Source Approval Criteria

The City may approve a sole source procurement if it meets one or more of the following criteria:

1. Uniqueness: The product or service is unique and unavailable from any other source due to proprietary rights, patents, copyrights, secret processes, or monopoly control.
2. Compatibility: There is a need for compatibility with existing equipment, technologies, or processes, and only a specific product or service can satisfy that need.
3. Urgency: Delay would lead to serious injury, death, or significant financial loss.
4. Expertise: The vendor has unique experience, expertise, or capabilities unavailable elsewhere.
5. Standardization: There is a need to standardize specific equipment or supplies to reduce training, inventory, or maintenance costs, and only one vendor can meet this need.
6. Written demonstration and justification is available which reasonably and practicably establishes that the selection of a sole source vendor is in the best interest of the City.

### Sole Source Procurement Process

A department must submit a written request to the Purchasing Division for sole source procurement. The request must include:

1. A detailed scope of work or specifications for the commodities, work, or services being procured.
2. A narrative explanation of why no other vendor can meet the City's needs.
3. The department's budget for procurement.

The Purchasing Division will review the request and determine whether it meets the criteria for a sole source procurement. If it does, the Purchasing Division and department will negotiate a contract with the selected vendor.

### Contract Issuance

After the contract is negotiated, it will be reviewed and approved by the City Attorney's Office and/or appropriate approvers based upon the contract amount. Once the contract is approved, it will be issued to the vendor.

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## Chapter 9: Procurements Involving Grants

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This policy sets the guidelines for procurements funded by federal grants by the Uniform Guidance. The policy applies to all procurements connected with federal grants or awards, including direct and pass-through grants or awards managed by the State of Colorado.

### Policy Guidelines

1. Competition: The City will ensure fair and open competition for all procurement operations. This means that the City will not impose unnecessary qualifications or excessive bonding requirements and will not permit uncompetitive pricing practices or conflicts of interest. Departments may only specify brand-name products if alternatives are allowed.
2. Policy Documentation: The City will document its procurement policies and processes. This includes describing the requirements of the commodities, work, or services to be procured precisely, listing all conditions bidders must meet, and specifying the factors used to evaluate bids.
3. Reasonable and Necessary Costs: The City will reasonably confirm that all costs incurred in procurement operations are appropriate and necessary. City departments should refrain from purchasing duplicative or unnecessary items and consolidate or separate procurements when necessary.
4. Record Maintenance: The City will keep records of each procurement. This includes documenting the rationale for the procurement method, contract type, contractor selection or rejection, and the contract price justification.
5. Conflict of Interest: City officials, employees, and agents should avoid any actual or perceived conflict of interest while participating in the selection, award, or administration of contracts funded by federal funds. Accepting gratuities, favors, or anything of monetary value from contractors or subcontractors is prohibited.
6. Contract Administration: The City will require that contractors abide by the terms, conditions, and specifications of their contracts/purchase orders.
7. Procurement Methods: The City will adopt one of these methods: small purchases, formal solicitations, or sole source.
8. Contractor Selection: The City will proactively solicit minority businesses, women's businesses, and labor surplus area firms as required by the grant.
9. Contract Clauses: The City will incorporate all pertinent provisions listed in Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards in all contracts.

10. Suspension and Debarment: The City will determine that neither the entity nor the principals it plans to transact with is excluded or disqualified from Federal projects or receipt of Federal funds.
11. Cost and Price Analysis: The City will perform a cost or price analysis for every procurement operation that meets the formal solicitation threshold.
12. Bonding Requirements: For contracts or subcontracts related to construction or facility improvement requiring a solicitation, the City will follow specific minimum bonding requirements unless the federal awarding agency or pass-through entity has accepted the City's bonding policy and requirements and determined that the federal interest is adequately safeguarded.

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## Chapter 10: Contract Forms

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When the City purchases commodities, work, or services that exceed the Formal Solicitation Threshold, the contract will be governed by the terms and conditions approved by the City Attorney's Office. Any alterations or additions to the approved contract form must be forwarded to the Purchasing Division for review and action, following the City Attorney's directives.

The City Attorney's Office will establish the binding contract terms and conditions to comply with applicable law and to promote the City's best interests. The City Attorney's Office will also establish the Purchasing Division's authority to modify or waive specific contract terms.

### **Bid Security**

Bid security (a bid bond) guarantees that a bidder will not withdraw its bid. Bid security is typically required for purchases that exceed the Formal Solicitation Threshold.

The Purchasing Division may or may not require bid security for any solicitation at its discretion, not exceeding 5% of the bid response value. A bidder must include the required bid security in the solicitation to ensure the City may not dismiss a bid as non-responsive for non-compliance.

Bids are binding for the duration specified in the solicitation once opened. A bidder may retract its bid only before the deadline for submissions.

Acceptable forms of bid security include:

1. A one-time bid bond issued by a company licensed to issue bonds in Colorado.
2. A bank cashier's check payable to the City of Grand Junction for 5% of the bid response.
3. A bank-certified check payable to the City of Grand Junction for 5% of the bid response.
4. An irrevocable letter of credit in a format acceptable to the City.

### **Bonds for Construction Contracts**

The City may require separate performance, labor and materials, payment, and maintenance bonds for all construction, work, and public improvement contracts exceeding \$50,000. The bonds must be for 100% of the contract price.

Discretionary Bonds: Performance, payments, material, and maintenance bonds may also be required on contracts under \$50,000 if the Purchasing Division, in consultation with the City Attorney, deems the bonds to be in the City's best interest.

Delivery and Satisfaction: The contractor must deliver all required bonds to the Purchasing Division within ten days after receiving the Notice of Award or upon execution of the contract. Failure to do so may result in the contractor's bid or contract being rejected or terminated for default.

Bond Form: The bonds must be submitted in a format approved by the City.

Bond Waiver: The City may waive the requirement for performance, payments, material, and maintenance bonds and accept cash deposited into an escrow account with the City for a specified period if the terms of the surety alternative are acceptable to both contract parties. A cash deposit of 100% of the total contract value to insure against all costs associated with a performance breach may be a satisfactory condition of an alternate surety.

Additional Bonding: If a surety on the contractor's bond(s) becomes revoked during a contract, the City retains the right to require additional and sufficient sureties, which the contractor must furnish within ten calendar days after written notice, at the contractor's expense. The surety bond(s) will cover the entire contract amount, notwithstanding the total contract amount changes.

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## Chapter 11: Contract Modifications and Change Orders

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Any modification to a contract resulting in a price change must be processed through the Purchasing Division and include all necessary documentation and approvals.

### Authorization and Approval

1. The Department Director may approve non-formal and/or formal contract amendments or change orders to contracts that raise the price by **less than \$50,000** (pending Items 3 or 4 of this section).
2. The City Manager must approve non-formal and/or formal contract amendments or change orders that increase the cost of the contract by **\$50,000 up to less than \$200,000** (pending Items 3 or 4 of this section).
3. Modifications to formal solicitation contracts that, alone or collectively, including previous changes, increase the initial contract price by **more than 25% but less than 50%** require approval by a committee that comprises the City Manager or his designee, the requesting Department Director, and representatives from the Purchasing Division and the Finance Department.
4. Modifications to formal solicitation contracts that, alone or collectively with previous changes, increase the initial contract price by **more than 50%**, or the total contract price to **over \$200,000** must be approved by the City Council.
5. The Purchasing Division is responsible for contract administration, ensuring fulfillment of performance standards, and managing change orders or amendments.

## Chapter 12: Protest of a Contract Award

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If a Vendor believes that the City failed to adhere to the Policy in evaluating a solicitation, the vendor may protest an award as follows:

### Grounds for Protest

A vendor may protest an Award if:

1. The City has violated its own rules or procedures.
2. The City has violated City, state, or federal law.
3. The City has demonstrably acted arbitrarily or capriciously against the public interest.

### Exclusions

The following are *not* grounds for protest:

1. The vendor disagrees with the terms and conditions of a solicitation or any clarification(s) or amendment(s) unless the vendor credibly alleges that the same violates Policy or applicable law.
2. The vendor's dissatisfaction with an award decision unless the vendor credibly alleges that the Award violates the Policy or applicable law.

### Time Limits for Protest

A vendor must make an Award Protest within **five (5) business days** following the announcement of an Award. The City will not consider an Award Protest that is not timely filed.

### Protest Submission

1. An Award Protest must be submitted in writing and be mailed, e-mailed, or hand-delivered to the City's Purchasing Division.
2. The Award Protest must include the name, address, and contact information of the protesting vendor, the title and reference number of the solicitation, and a detailed statement of the grounds for the protest.
3. All factual and legal documentation must be sufficiently detailed to establish the allegations made in support of the Protest.

The Purchasing Division may dismiss any Protest that excludes required information.

### Stay of Purchasing

Upon receipt of a Protest before an Award, the City may postpone the Award until after the Protest is resolved.

## **Protest Review**

Upon receipt of a Protest, the Purchasing Division will, in consultation with the City Attorney, review the Protest to determine whether it is timely and includes all required information. If the Protest is timely and facially sufficient, the Purchasing Division will conduct a further review.

## **Decision and Communication**

1. The Purchasing Division will decide on the Protest within **fifteen (15)** business days of receipt.
2. The Purchasing Division will communicate the decision, including the reasons, in writing to the protester.
3. The decision of the Purchasing Division is final and binding.

## **Remedies**

If the Purchasing Division determines that a Protest is valid, the City may take any of the following actions:

1. Revise the solicitation.
2. Re-evaluate proposals or bids.
3. Cancel the RFP or IFB.
4. Make another Award decision.

## Chapter 13: Multi-Year Contracts with Price Escalation

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Multi-year contracts with price escalation provisions can be valuable for the City. Still, they must be carefully managed to deliver value and prevent cost overruns and must explicitly provide that any multi-year contract is subject to annual appropriation of funds as required by Article X, Section 20 of the Colorado Constitution. The following conditions should be met before a multi-year contract with price escalation is awarded:

1. **Well-defined price escalation clause:** The contract must explicitly define the conditions that trigger a price escalation, such as an annual percentage increase or an adjustment tied to a recognized economic indicator like the Consumer Price Index (CPI). The clause should also specify the maximum amount of price escalation permitted.
2. **Cap on price increases:** The contract should include a cap on the extent of price increases permitted during a specified period. This will help to protect the City from excessive cost increases.
3. **Renegotiation clause:** The contract may include a renegotiation clause that allows either party to request a renegotiation of the contract if there are significant market shifts or changes in the involved parties' needs. This will help ensure that the contract remains fair and equitable for both parties.
4. **Periodic review:** The contract should be annually reviewed to ensure continued value to the City. This review should consider factors such as the current market conditions, the cost of living, and the City's annual budget/annual appropriations.
5. **Transparency:** All cost components in the contract must be precise. The escalation clause should only apply to the base price and not include any add-on fees or charges. This will help ensure that the City knows all the costs associated with the contract.
6. **Economic indicators:** The Consumer Price Index (CPI) is widely used for assessing inflation or cost-of-living changes. Other financial indexes may be appropriate, given the circumstances of the contract. The City and the vendor must mutually agree upon the chosen index in the contract.

## Chapter 14: Cooperative Purchasing

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Cooperative purchasing is a strategic approach where two or more public entities collaborate to purchase commodities, work, or services with the intent of contracting with the same vendor (although this may not always be the result). This can offer numerous benefits, including:

1. Minimized administrative costs: By pooling resources, public entities can save money on procurement-related expenses such as advertising, bid preparation, and contract administration.
2. Prevention of duplicated efforts: Cooperative purchasing can help to ensure that public entities are not duplicating their efforts by purchasing the same products or services from different vendors. This can save time and money.
3. Access to competitive pricing: Cooperative purchasing can give public entities access to competitive pricing that they might not achieve independently. This is because Group Purchasing Organizations (GPOs) have the buying power to negotiate better deals with vendors.
4. Shared expertise: Cooperative purchasing can help public entities to share expertise and knowledge about procurement. This can lead to more efficient and effective procurement processes.
5. Efficient use of resources: Cooperative purchasing can help public entities to use their resources more efficiently. This is because GPOs can help to consolidate procurement requirements and negotiate better terms and conditions with vendors.

### Participation in Cooperative/Piggyback Purchasing

The Purchasing Division has the authority to participate in, sponsor, or manage cooperative purchasing agreements with one or more public bodies. As described in this chapter, cooperative purchasing is exempt from this policy's competitive bidding and advertising requirements.

The Purchasing Division is also authorized to engage the Colorado Division of Purchasing, subdivisions of the state, other governmental entities, or other established cooperative purchasing groups (e.g. Sourcewell, NAPO, Buyboard, NPPgov, Omina Partners, Savik, etc.) for purchasing commodities, materials, or equipment, provided the engagement aligns with the City's best interests.

When the Purchasing Division identifies that another jurisdiction or cooperative has a competitive agreement for the same products or services that the City needs, the City may purchase under such agreement(s) (also known as "piggybacking").

## Criteria for Selecting GPOs

The City will use GPOs that adhere to the following principles:

1. Transparency: All processes, decisions, and agreements should be open and transparent, allowing members to understand awards and the calculation of costs.
2. Fair Competition: GPOs allow vendors a fair and equal opportunity to compete for contracts, including providing transparent and non-discriminatory tender documentation and selection criteria.
3. Accountability: Consistent mechanisms for accountability, including regular audits and financial reports and transparent processes for dispute resolution, should be available.
4. Ethical Conduct: The GPO should have clear guidelines prohibiting conspiracy, corruption, or conflict of interest.
5. Value for Money/Delivery Schedule: The primary purpose of a cooperative purchasing consortium is to leverage collective buying power to achieve better value, however, delivery schedule may also be a determining factor for its use.
6. Compliance with Laws and Regulations: The GPO should comply with all relevant local, state, and federal laws and regulations, including purchasing, competition, and data protection.
7. Membership Criteria and Rights: The GPO should have clear criteria for membership and respect all members' rights, including participation in decision-making processes.
8. Management and Governance: The GPO should have effective management and governance structures, clear roles and responsibilities, and mechanisms for oversight and control.

## Purchasing on Behalf of Other Governmental Entities

The Purchasing Division may assist in competitive solicitations for other governmental agencies; however, the responsibility to evaluate the responses and make decisions based on their established award criteria lies with the requesting agency.



## Chapter 15: Self-Performance Policy for Construction of Public Improvements

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This Chapter establishes the City's process for determining if and when to self-perform public improvement construction projects. The policy is intended to ensure that the City obtains cost-effective and high-quality construction while maintaining transparency, fairness, and confirming responsible utilization of public funds.

### Policy

1. **Competitive Bidding Process:** For projects estimated by the City to cost \$750,000 or more, the City will use a competitive bidding process to select a contractor. The City will publicly solicit bids and award a contract to the lowest responsible bidder.

If the project is estimated to be over \$750,000 the City may submit a bid to compete with private contractors, if the City Manager determines the prevailing condition(s) indicate that the City may not receive competitive bids, same or similar work has not had the benefit of competitive bid(s) and/or the City Manager determines that performance of the work by the City may be in the City's best interests.

2. **City Self-Performance Option:** The City Manager may assign City employees to construct public improvement projects that cost \$750,000 or less.

3. **Engineering Estimate:** To determine the cost for self-performing public improvement projects, the operating department will calculate the expenses related to supplies, materials, construction techniques, and methods. If the total cost is under \$750,000, as confirmed by the Public Works Director or his/her designee, then the option to self-perform the project may be put into effect by the City Manager.

4. **Prohibition of Unreasonable Division:** To maintain transparency and fairness, the unreasonable division of public improvement construction works into separate projects to evade the requirement of open bidding for works estimated to cost \$750,000 or more is prohibited. Dividing a project is only permissible if in the opinion of the Public Works Director it is logical to do so, and division will result in cost savings over the cost if the project were to be performed as a single project.

5. **City Council's Decision:** The City Council will make an Award in its sole and absolute discretion after it has had an opportunity to review all bids for work of more than \$750,000, including the City's, to ensure reasonable competition, the preferred allocation and expenditure of funds, and that the Award supports and advances the best interests of the City.

If no bid(s) is(are) received from a private contractor(s) or the City's proposal is within 5% of the lowest private bid, the City Council will award the construction work to the City for self-performance.

6. Exemptions: This policy does not apply to regular and routine work City employees perform, such as maintenance, emergency service, law enforcement, and technical or professional services. Such services are typically performed in-house without a bidding process, ensuring the continuity and reliability of those essential services.

1. 7. Credibility and Review of City Bid: Upon completion of the project, the City will conduct a post-project review to compare the proposal and the actual cost of the work. The review will assess the City's bid's accuracy, the work's quality, and the project's overall value.

DRAFT

## Chapter 16: Fleet

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This Chapter implements a proactive, standardized approach to replacing City-owned vehicles and equipment, and assists in providing safe, reliable vehicles and equipment for City employees while minimizing lifecycle costs.

### **Replacement Criteria**

The Fleet Services Division (FSD) uses an evidence-based approach to determine when fleet vehicles and equipment are due for replacement. The replacement decision considers the following factors:

1. Age;
2. Mileage;
3. Maintenance and repair costs;
4. Fuel efficiency;
5. Environmental impact;
6. Reliability;
7. Safety;
8. Lifecycle analysis.

The FSD conducts an in-depth lifecycle cost analysis for each vehicle and piece of equipment in the City's fleet. This analysis identifies the optimal replacement interval considering the following costs:

1. Acquisition cost;
2. Operating and maintenance costs;
3. Potential for unscheduled repairs;
4. Downtime implications;
5. Expected resale value.

The results of these analyses guide replacement planning and budgeting.

### **Budgeting and Funding**

Each department will include estimated fleet replacement costs in its annual budget submissions, which the City's Finance Department reviews as part of the overall budget review. The Fleet Replacement Fund is established and maintained to finance the replacement of vehicles and equipment.

## **Vehicle and Equipment Standards**

To ensure operational consistency, manage maintenance costs, and uphold high safety standards, the FSD establishes and maintains vehicle and equipment standards. These standards specify vehicle types and necessary features or equipment for specific functions and roles. The standards also guide the selection of replacement vehicles and equipment.

## **Purchasing Process**

All purchasing activities related to replacing vehicles and equipment must comply with the City's procurement policy. The FSD, Purchasing Division, and the requesting department will collaboratively evaluate and select vendors through a competitive bidding process.

## **Alternative Fuel and Sustainable Vehicles**

The FSD will consider vehicles that use alternative fuels or possess advanced sustainability features as potential replacements. The FSD will include sustainability considerations in the lifecycle cost analysis and balance those considerations against other factors, such as reliability and suitability for the intended use.

## **Disposal**

The FSD will dispose of decommissioned vehicles and equipment according to City and state regulations. The FSD will attempt to maximize resale or trade-in value and consider the environmental impact of disposal methods. The FSD will notify the Finance Department and Procurement Division for capital asset disposal.

## Chapter 17: Information Technology

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This policy applies to all hardware and software acquisitions, usage, and installations, irrespective of price. Information Technology (IT) encompasses computer, network, and data storage systems for creating, processing, storing, securing, and exchanging all electronic data forms.

### Responsibilities

1. The IT Department is responsible for managing IT systems, ensuring their efficient operation, and safeguarding the security of data and networks.
2. City-owned devices are only permitted to have software and hardware that the City has licensed and installed.
3. The IT Department authorizes all hardware and software items, significant upgrades or version changes to software, and items requiring technical support from City departments or infrastructure systems.

### IT Security and Infrastructure

1. Maintaining IT security measures to safeguard sensitive data, protect infrastructure, and mitigate cybersecurity risks is essential.
2. IT security software and infrastructure necessitate discrete, specialized expertise and technical knowledge for effective implementation.
3. The rapidly evolving cybersecurity landscape requires the swift adoption of the latest technologies and security measures.
4. The timely purchasing of IT security solutions is crucial to maintaining the confidentiality and integrity of sensitive data and critical infrastructure.

### Exemption from Solicitation and Procurement Procedures

Due to these factors, an exemption from the solicitation and procurement procedures is established within the Policy to promote efficient and secure purchasing and implementation of IT Security Solutions. IT Security Solutions include but are not limited to:

1. Security software and infrastructure, including firewall systems, intrusion detection and prevention systems, antivirus and anti-malware solutions, data encryption tools, and other relevant security technologies.
2. Annual software licenses and maintenance agreements.

## **GASB 96 Reporting**

The IT Department (and the Purchasing Division if needed) will send documentation related to subscription-based information technology arrangements (SBITAs) to the Finance Department to comply with the requirements of GASB 96, Accounting and Financial Reporting for Special Purpose Governments. GASB 96 requires governments to disclose certain information about their procurement activities, including:

1. The total expenditures for goods and services acquired during the reporting period.
2. The types of goods and services acquired.
3. The methods used to procure goods and services.
4. The amounts paid to each vendor.

DRAFT

## Chapter 18: Disposal of City Property

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This chapter establishes the process for the disposal of City-owned commodities and equipment, excluding property seized or acquired by the Police.

### Authority

1. The IT Department can designate computers and computer-related equipment as surplus.
2. The Department Directors can label other property as surplus.
3. The Purchasing Division has the authority to determine the disposition of surplus property.

### Methods of Disposal

In cases where the City cannot sell surplus property to a third party for value, the following methods of disposal may be used in order of priority:

1. Exchange or trade-in: When purchasing new commodities, it is possible to exchange or trade in existing items, partially or entirely, as a form of payment.
2. Transfer to other City departments: Departments should offer surplus City property they no longer need to other City departments. Departments may either transfer surplus property directly to other City departments or send the items to City Stores for distribution to other departments as needed.
3. Donation: A City department may donate surplus property to another governmental or non-profit agency.
4. Transfer to local non-profit: A City department may transfer surplus property to a non-profit entity serving local needs. Entities include any quasi-government or other non-profit agencies applying for City assistance.
5. Public auction: The City may sell any surplus property through a public auction.
6. If after the above methods, surplus property still remains, the City may dispose of remaining surplus property at its discretion.

### Prohibited Dispositions

City employees and their immediate family members are prohibited from purchasing surplus property unless such purchases occur at a public auction.

## Definitions

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1. **Alternate Bid (Response):** A bid submitted with a significant variation to a primary provision, specification, term, or condition of the solicitation.
2. **Apparent Low Bidder:** The Apparent Low Bidder is the bidder that submits the lowest bid in response to an IFB or quote. The Apparent Low Bidder is the initial determination based on the bid price alone prior to determining whether the bid is responsive and responsible.
3. **Appropriated Funds:** A specific amount of public funds set aside by the City for a particular purpose.
4. **Award:** The final approval by the City of a bid or proposal from a bidder resulting in the issuance of a purchase order or contract.
5. **Award Protest:** A formal written objection lodged by an unsuccessful bidder regarding the entity's decision to award a contract.
6. **Bid:** A competitive proposal submitted by a vendor in response to an Invitation for Bids (IFB).
7. **Bid Bond:** A third party (the surety) provides a financial guarantee to ensure the bidder refrains from withdrawing their bid, and executes the contract.
8. **Bid Deposit:** A bidder's monetary guarantee ensures that the successful bidder refrains from withdrawing their bid, and will enter a contract.
9. **Bid Opening:** The formal process during which sealed bids are publicly unsealed and recorded.
10. **Bid Protest:** A formal complaint lodged against the procedures or decisions made by a procurement authority during the contract awarding process.
11. **Bidder:** A vendor who submits a bid in response to an Invitation for Bids (IFB) or another type of formal solicitation.
12. **Blanket Order:** An agreement to purchase goods or services from a specific vendor over a period, capped at a maximum total cost.
13. **Blanket Purchase Contract/Agreement.** A procurement method for fulfilling the anticipated recurring needs for supplies or services through the award of competitive line-item contracts or discounts from a supplier/manufacturer, or service provider, usually through competition. BPAs are used to reduce the administrative expenses resulting from small and/or recurring requirements.
14. **Brand Name:** A unique identifier specific to a particular seller or manufacturer used in specifications to describe a product.
15. **Brand Name (or Equivalent):** One or more manufacturer's brand names used in a specification to represent certain quality, performance, and other notable characteristics.



16. **Centralized Purchasing:** A consolidated approach to procurement where an organization's single Purchasing Division manages and conducts all formal procurement.
17. **Change Order:** A formal written modification to the original terms of a contract or purchase order that usually result in a modification of contract price and/or delivery/project schedule.
18. **Collusion:** The secret cooperation between two or more parties to achieve a fraudulent or unlawful end – in violation of antitrust laws.
19. **Commodity:** A marketable item or product to satisfy a need or want.
20. **Construction Manager/General Contractor (CMGC)/Construction Manager at Risk (CMR):** A delivery method where the owner contracts separately with a design firm and a construction manager as a general contractor that works collaboratively to complete the project.
21. **Cooperative Purchasing:** A procurement method where multiple government agencies collaborate to leverage collective buying power, resulting in potential cost savings, standardized terms, and reduced administrative efforts.
22. **Design-Bid-Build:** The traditional project delivery method involves three sequential phases: design, procurement, and construction.
23. **Design-Build:** A project delivery method where one entity—the design-build team—works under a single contract with the project owner to provide design and construction services.
24. **Employee:** An individual who works part-time or full-time under a contract of employment, whether oral or written, express or implied.
25. **Form, Fit, and Function:** The physical and performance characteristics or specifications uniquely identify a component or device and determine its interchangeability in a system or equipment.
26. **Informal Quote/Bid/Proposal:** A competitive bid, price quotation, or proposal for supplies or services conveyed via letter, fax, email, or another manner that does not require a formal sealed bid or proposal, public opening, or other formalities.
27. **Invitation for Bid (IFB):** A procurement method used to solicit competitive sealed bid responses, sometimes called formal bids, when the price is the basis for the award.
28. **Invoice:** A document listing the goods or services provided and the sum due.
29. **Lowest Responsive and Responsible Bidder:** The bidder fully complied with all the bid requirements, whose past performance, reputation, and financial capability are deemed acceptable, and who has offered the most advantageous pricing or cost benefit.
30. **Minor Informality/Irregularity:** A minor non-compliance in a bid that is merely a matter of form, not substance.
31. **Net Price:** After all discounts, rebates, etc., have been allowed.

32. **Non-Budgeted Purchase:** A purchase not included in the original budget.
33. **Non-Responsive (Bid):** A response to a solicitation that does not conform to the mandatory or essential requirements contained in the solicitation.
34. **Obsolete Supplies/Equipment:** Items that are no longer in use or are unusable due to needing to be updated because of new technology, regulations, or procedures instituted by the entity.
35. **Offeror:** An individual or business that submits an offer in response to a solicitation.
36. **Official Responsibility:** The direct administrative or operating authority to approve, disapprove, or otherwise immediate governmental action.
37. **Performance:** The fulfillment of the obligations, duties, and responsibilities specified in a contract or agreement, encompassing the successful delivery of goods, completion of services, and achievement of specified outcomes in a timely, efficient, and satisfactory manner, all according to the standards and conditions outlined in the contract.
38. **Piggyback (Piggyback Cooperatives):** A form of intergovernmental cooperative purchasing in which an entity is given the pricing and terms of a contract entered by another entity.
39. **Professional Services:** Unique services provided by firms or individuals with specialized skills, expertise, or knowledge. These services typically include architectural, engineering, legal, financial, consulting, and other professional services.
40. **Protest:** A written objection by an interested party to a solicitation or award of a contract intended to receive a remedial result.
41. **Proposal.** An offer to provide commodities, work, or services.
42. **Proposer:** An individual or vendor who submits a proposal in response to a Request for Proposals.
43. **Procurement:** A range of activities such as identifying needs, defining specifications, selecting the appropriate procurement method, evaluating, and selecting vendors or contractors, managing contracts, and managing vendor relationships.
44. **Public Notice:** An announcement by an entity concerning a solicitation or other information of public interest.
45. **Purchasing:** The specific act of buying goods, services, or works, often after the Procurement process.
46. **Qualified Bidder:** A bidder determined by the purchasing organization to meet the minimum standards of business competence, reputation, financial ability, and product quality.
47. **Quasi-Government:** Organizations funded by the government but operated independently.

48. **Response:** The formal submission made by a vendor or contractor in response to a procurement solicitation issued by the City. Such solicitations may take the form of a Request for Information (RFI), Request for Proposal (RFP), Request for Quotation (RFQ), Invitation for Bid (IFB), or Statement of Qualifications (SOQ).
49. **Responsible Bidder/Proposer/Offeror:** A vendor capable of fully performing the contract requirements.
50. **Responsive Bid/Proposal/Offer:** A bid, proposal, or offer that fully conforms to the solicitation and its requirements in all material respects.
51. **Simplified Purchase:** Purchases under the threshold required for formal solicitations.
52. **Solicitation:** A formal request to vendors for a proposal, quote, or information.
53. **Small Purchases:** Expenditures below the threshold for formal solicitations.
54. **Surety:** A third-party company that guarantees payment of claims arising when a vendor fails to perform per the contract.
55. **Tabulation of Bids/Responses:** Recording responses to solicitations for comparison, analysis, and record keeping.
56. **Vendor:** A business, company, individual, or entity selling goods, services, or works. Vendors provide the products or services requested in the City's procurement process.
57. **Waiver of Minor Irregularity or Informality:** The disregarding of minor errors or technical non-conformance in the offer that does not confer a competitive advantage or constitutes non-compliance with the fundamental integrity of the procurement process.

1 ORDINANCE \_\_\_\_

2

3 AN ORDINANCE ADOPTING POLICIES AND PROCEDURES FOR PURCHASING OF  
4 EQUIPMENT, MATERIALS, SUPPLIES AND SPECIALIZED, EXPERT AND TECHNICAL SERVICES  
5 AND WORK INCLUDING SPECIALIZED, TECHNICAL AND EXPERT PERSONNEL FOR WORK  
6 AND SERVICES TO BE PERFORMED BY OR FOR THE CITY OF GRAND JUNCTION,  
7 COLORADO

8

9 RECITALS:

10 By and with certain prior adoptions of purchasing and procurement policies for the City,  
11 the City Council authorized the City Manager to implement those policies, forms, and  
12 processes for bidding and contracting approvals and various requirements, programs,  
13 and procedures for City procurements.

14 Those policies have provided a systematic, consistent, unified, and standardized  
15 purchasing program that has been efficient and effective for the procurement needs  
16 of the City organization since adoption.

17 The most recent across-the-board review of the purchasing policies occurred in 2012.  
18 Since then, the policies have been amended, but not comprehensively reviewed. In  
19 early 2023 a question arose about the policies and self-performance of work by the  
20 City. Section 18 of the policy was examined. Due to the fact that Section 18 was  
21 adopted during and in context for a specific project, and that Section 18 did not  
22 directly address the self-performance question, the City Council instructed the City staff  
23 to consider, and as appropriate develop and recommend a self-performance policy.

24 While creating a self-performance policy the City staff reviewed the entire policy  
25 document and by and with this Ordinance recommends that certain changes be  
26 made to the 2012 policies as those have been amended.

27 Having duly considered the 2023 purchasing policy recommendations, including but  
28 not limited to the self-performance policy, the City Council as provided by the City  
29 Charter, and preceding and succeeding resolutions and ordinances of the City, does  
30 hereby adopt the 2023 purchasing policy manual (Purchasing Policy Manual or  
31 Manual) attached hereto and incorporated by this reference as if fully set forth and  
32 does direct the City Manager to implement the Manual as necessary and/or deemed  
33 advisable to achieve the highest efficiency and effectiveness for City purchasing  
34 programs, activities, and services for and on behalf of the City's procurement of all  
35 goods and services necessary for the performance of City operations within the  
36 prescribed framework of rules and regulations, all of which are designed to protect the  
37 public interest.

38 NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAND  
39 JUNCTION, COLORADO THAT:

- 40 1. The foregoing Recitals are incorporated and adopted, and in accordance  
41 with and pursuant to this Ordinance, the City Council of the City of Grand  
42 Junction hereby authorizes, confirms, and directs that all purchases made on  
43 behalf of the City of Grand Junction shall be made in accordance with and  
44 conforming to the rules and regulations as published in the City of Grand  
45 Junction Procurement Policy Manual dated \_\_\_\_ 2023.  
46
- 47 2. That the City of Grand Junction Procurement Policy Manual dated \_\_\_\_ 2023  
48 shall become effective and be applied when and after this Ordinance  
49 becomes effective as provided by the City Charter.  
50
- 51 3. That from and after the adoption of this Ordinance that the purchasing  
52 polices shall not be changed without the approval of a majority of the City  
53 Council.  
54
- 55 4. Within sixty days of the third anniversary of the adoption of this Ordinance the  
56 City Council shall consider the effectiveness of the Ordinance at achieving  
57 the City Council policy(ies) stated in the City of Grand Junction Procurement  
58 Policy Manual dated \_\_\_\_ 2023.  
59

60 INTRODUCED ON FIRST READING, PASSED for publication in pamphlet form and setting a  
61 hearing for October 4, this 20th day of September 2023.

62  
63 HEARD, PASSED and ADOPTED ON SECOND READING and ordered published in  
64 pamphlet form this 4th day of October 2023.

65 \_\_\_\_\_  
66 Anna M. Stout  
67 President of the Council  
68

69 \_\_\_\_\_  
70 Amy Phillips  
71 City Clerk



## Grand Junction City Council

### Regular Session

Item #2.a.ii.

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**Meeting Date:** September 20, 2023  
**Presented By:** Jodi Welch, Finance Director  
**Department:** Finance  
**Submitted By:** Jodi Welch, Finance Director

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### Information

#### **SUBJECT:**

Introduction of an Ordinance Authorizing a Supplemental Appropriation for Funding of the Joseph Center Expansion Project and Setting a Public Hearing on October 4, 2023

#### **RECOMMENDATION:**

Staff recommends setting a hearing on a proposed ordinance making supplemental appropriations to amend the 2023 City of Grand Junction Budget and ordering publication in pamphlet form.

#### **EXECUTIVE SUMMARY:**

The budget was adopted by the City Council through an appropriation ordinance to authorize spending at a fund level based on the line item budget. Supplemental appropriations are also adopted by ordinance and are required when the adopted budget is increased to reappropriate funds for capital projects that began in one year and need to be carried forward to the current year to complete. Supplemental appropriations are also required to approve new projects or expenditures.

This supplemental appropriation is required for spending authorization to allocate \$947,704 in American Rescue Plan Act (ARPA) funds to Joseph Center. The resolution authorizing the award is also on this agenda.

#### **BACKGROUND OR DETAILED INFORMATION:**

The American Rescue Plan Fund (Fund 114) accounts for the direct distribution of ARPA federal funds to the City of Grand Junction. A total of \$10.4 million has been received by the City and in 2022, City Council authorized the distribution of \$1,387,130 to Visit Grand Junction, Air Alliance, and Sports Commission for lodging revenue loss, leaving a remaining \$9,012,870 available for distribution. Grand Junction City Council appointed an Advisory Committee (Committee) to make recommendations about how the funds will be spent. To date, City Council has authorized the allocation of \$5,873,337 million in ARPA funds; \$1,500,000 to Grand Valley Catholic Outreach,

\$1,000,000 to Com Act (Housing Resources of Western Colorado), \$3,373,337 for the Land and Building Acquisition Program and 996,006 to CEC which leaves \$2,143,527 available for allocation.

At the time of the adoption of the 2023 budget, City Council had not heard the recommendations from the Committee, nor made any decisions on grant awards. Therefore, distribution of monies from the ARPA Fund was not budgeted or appropriated. Therefore, a supplemental appropriation is required in the ARPA Fund (Fund 114) of \$947,704. The supplemental appropriation authorizes the budget for the spending authority. The actual spending will be accounted for in the ARPA Fund.

**FISCAL IMPACT:**

The supplemental appropriation ordinance is presented in order to ensure sufficient appropriation by fund to defray the necessary expenses of the City of Grand Junction. The appropriation ordinance is consistent with, and as proposed for adoption, reflective of lawful and proper governmental accounting practices and are supported by the supplementary documents incorporated by reference above.

**SUGGESTED MOTION:**

I move to introduce an ordinance making supplemental appropriations to the 2023 Budget of the City of Grand Junction, Colorado for the year beginning January 1, 2023 and ending December 31, 2023 to set a public hearing for October 4, 2023 and order publication in pamphlet form.

**Attachments**

1. 2023 Joseph Center Supplemental Appropriation 1st Reading September 20, 2023

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE MAKING SUPPLEMENTAL APPROPRIATIONS TO THE 2023 BUDGET OF THE CITY OF GRAND JUNCTION, COLORADO FOR THE YEAR BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023 FOR COUNSELING AND EDUCATION CENTER**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAND JUNCTION:

That the following sums of money be appropriated from unappropriated fund balance and additional revenues to the funds indicated for the year ending December 31, 2023 to be expended from such funds as follows:

<b>Fund Name</b>	<b>Fund #</b>	<b>Appropriation</b>
American Rescue Plan Fund	114	\$ 947,704

**INTRODUCED AND ORDERED PUBLISHED IN PAMPHLET FORM** this 20<sup>th</sup> day of September, 2023.

**TO BE PASSED AND ADOPTED AND ORDERED PUBLISHED IN PAMPHLET FORM** this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
President of the Council

Attest:

\_\_\_\_\_  
City Clerk





**Grand Junction City Council**

**Regular Session**

**Item #2.b.i.**

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**Meeting Date:** September 20, 2023  
**Presented By:** David Thornton, Principal Planner  
**Department:** Community Development  
**Submitted By:** David Thornton, Principal Planner

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**Information**

**SUBJECT:**

Introduction of Ordinances for Annexation and Zoning of Approximately 0.23 Acres from County RSF-4 (Residential Single Family – 4 dwelling units per acre) to City C-2 (General Commercial) for the Adams Enclave Annexation Located at 2738 B 1/4 Road, and Setting a Public Hearing for October 4, 2023

**RECOMMENDATION:**

Staff recommends introducing the proposed Ordinances and setting a hearing for October 4, 2023, for the Adams Enclave Annexation and Zone of Annexation. Planning Commission heard the request for the zone of annexation at their September 12 meeting and voted (7-0) to recommend approval.

**EXECUTIVE SUMMARY:**

A request to annex 0.23 acres of enclaved property, located at 2738 B ¼ Road. The Adams Enclave consists of one parcel with an existing residence, along with 0.03 acres of the B ¼ Road public right-of-way. Under the 1998 Persigo Agreement with Mesa County, the City is to annex all Enclave areas at five (5) years. State law allows a municipality to annex enclave areas unilaterally after they have been enclaved for a period of three (3) years. The Adams Enclave has been enclaved since March 25, 2018. Under the 1998 Persigo Agreement with Mesa County, the City is to annex all Enclave areas within five (5) years. State law allows a municipality to annex enclave areas unilaterally after they have been enclaved for a period of three (3) years.

This is also a request to zone the 0.23-acre Adams Enclave Annexation to a C-2 (General Commercial) zone district. The C-2 zoning implements the City's 2020 One Grand Junction Comprehensive Plan Land Use Map that designates this area as Commercial.

The request for annexation is being considered concurrently by City Council with the zone of annexation request. Both are included in this staff report.

**BACKGROUND OR DETAILED INFORMATION:**

The proposed Adams Enclave Annexation includes one property located at 2738 B ¼ Road and is eligible to be annexed. The enclave area consists of 0.23 acres and includes a small portion of the B ¼ Road right-of-way in the annexation. The one parcel is developed with a single-family residential home. The C-2 Commercial zoning implements the City’s 2020 One Grand Junction Comprehensive Plan Land Use Map that designates the property as Commercial and part of the US Hwy 50 “Commercial Corridor Area” in the Area Specific Policies of the Plan.

The property is Annexable Development. Under the 1998 Persigo Agreement with Mesa County, the City is to annex all Enclave areas within five (5) years. State law allows a municipality to annex enclave areas unilaterally after they have been enclaved for a period of three (3) years. The Adams Enclave has been enclaved since March 25, 2018.

The schedule for the annexation and zoning is as follows:

- Notice of Intent to Annex (30 Day Notice), Exercising Land Use – August 16, 2023
- Planning Commission considers Zone of Annexation – September 12, 2023
- Introduction of Proposed Ordinances for Annexation and Zoning by City Council – September 20, 2023
- Public Hearing on Annexation and Zoning by City Council – October 4, 2023
- Effective date of Annexation and Zoning – November 5, 2023

The request for zoning is being considered concurrently by City Council with the zone of annexation request; both are included in this staff report.

**Enclave Annexation**

The proposed Adams Enclave Annexation consists of one parcel of land with a developed residence that is eligible to be annexed and is proposed as the Adams Enclave Annexation. The enclave area consists of 0.23 acres and includes one address, 2738 B ¼ Road. The very small portion of road right-of-way for B ¼ Road is included in the annexation.

**Zone of Annexation**

The proposed zoning is Commercial (C-2). The C-2 zoning implements the City’s 2020 One Grand Junction Comprehensive Plan Land Use Map that designates this area Commercial. The annexation area consists of one parcel with a developed residential structure that will be legally non-conforming in the C-2 zone district when annexed into the city.

The property is currently zoned in the County as RSF-4 (Residential Single Family with a maximum density of 4 dwelling units per acre). A city equivalent zone to the County’s RSF-4 is the R-4 zone district but R-4 zoning does not implement the Comprehensive

Plan. In addition, the property is surrounded by C-2 zoning on three sides with residential zoning located across the street.

Zoning will be considered in a future action by City Council and requires review and recommendation by the Planning Commission.

The annexation area is developed at urban densities and has all urban services existing. It is located within Tier 1 on the Intensification and Growth Tiers Map of the Comprehensive Plan.

In addition to the C-2 zoning as proposed by the City, the following zone districts would also be consistent with the proposed Comprehensive Plan designation of Commercial.

- Mixed Use (M-U)
- Business Park (B-P)
- Industrial Office Park (I-O)
- Light Commercial (C-1)
- Mixed Use Residential, High Intensity (MXR-8)
- Mixed Use General, Low, Medium and High Intensity (MXG-3,5,8)
- Mixed Use Shopfront, Low, Medium, High Intensity (MXS-3,5,8)
- Mixed Use Opportunity Corridors (MXOC)

Section 21.02.160 (f) of the Grand Junction Zoning and Development Code provides that the zoning of an annexation area shall be consistent with the adopted Comprehensive Plan and the criteria set forth. Though other zone districts that implement the Commercial Land Use Category of the Comprehensive Plan could be considered, the C-2 zone district is consistent with the recommendations of the Comprehensive Plan and the property is surrounded on three sides by City C-2 zoning.

The existing residential land use is legally nonconforming since prior to annexation the County zoning was residential single family. Staff spoke with the landowner about the proposed C-2 commercial zoning and the property's existing residential land use. The owner was comfortable with the proposed zoning knowing that the existing residential use could continue as a legal nonconforming use.

### **NOTIFICATION REQUIREMENTS**

A neighborhood meeting was held in person on June 20, 2023 concurrently with the affected property owners of the Tallman Enclave Annexation located nearby. Staff sent notice and discussed the annexation with the landowner of this annexation. Notice was completed consistent with the provisions in Section 21.02.080 (g) of the City's Zoning and Development Code. The subject property was posted with an application sign on August 21, 2023. Mailed notice of the public hearings before Planning Commission and City Council in the form of notification cards was sent to the enclaved properties and surrounding property owners within 500 feet of the enclaved area on September 1, 2023. The notice of the Planning Commission public hearing was published September 3, 2023 in the Grand Junction Daily Sentinel. An online public hearing was also

conducted online using the GJSpeaks.org. No public comments were received.

## **ANALYSIS**

The criteria for review are set forth in Section 21.02.140 (a) and include that the City may rezone property if the proposed changes are consistent with the vision, goals and policies of the Comprehensive Plan and must meet one or more of the following rezone criteria as identified:

(1) Subsequent events have invalidated the original premises and findings; and/or The City is exercising its rights under state annexation laws to annex this property after it has been enclaved by the City for more than three years and seeks to zone it in conformance with the 2020 One Grand Junction Comprehensive Plan. The proposed zone district of C-2 is compatible with the Comprehensive Plan Land Use Map designation of Commercial. Since this property is currently in the County, the annexation of this property is a subsequent event that will invalidate one of the original premises, a county zoning designation. However, staff has found this to not be sufficient justification to find this criterion has been met.

(2) The character and/or condition of the area has changed such that the amendment is consistent with the Plan; and/or

The character or condition of the area has been changing over the past 20 years or more with the annexation of surrounding properties being annexed into the city for development at urban intensities. The infill development occurring throughout the US Hwy 50 commercial corridor area within Orchard Mesa is realizing much of that growth. There has been a substantial amount of development activity around the annexation area over the last six years. Recent development activity includes four annexations (ANX-2017-451, ANX-2019-384, ANX-2021-153, ANX-2022-503) of areas totaling 19.62 acres, a medium density residential development of 55 homes on 12.86 acres (SUB-2022-161, SUB-2022-334), a townhome subdivision of 31 units (SUB-2023-133), two lot splits and a rezone (SSU-2021-155, SUB-2023-156, RZN-2022-110), as well as several retail and commercial developments (COU-2023-139, SPN-2018-655, SPN-2023-163, SPN-2021-180) in the immediate area. Infill development is occurring throughout the Orchard Mesa planning area and the B ¼ Road area is realizing much of that growth.

The 2020 Comprehensive Plan identifies this property for future commercial land uses a major change from the existing single family detached development found in the Mesa County zoning of RSF-4 and the current use on the property. Therefore, this criterion has been met.

(3) Public and community facilities are adequate to serve the type and scope of land use proposed; and/or

Existing public and community facilities and services are available in close proximity to the annexation area. These services are sufficient to serve land uses associated with the C-2 zone district. Nearby urban services include grocery and other retail goods and services available north of US Hwy 50 less than two miles to the northeast. Water and

sewer services are available. This property is within the Ute Water District service area. The area is served by Grand Valley Power Energy.

The property is currently within the Persigo 201 Sewer Service Area and has a 24-inch water line in B ¼ Rd right-of-way with available capacity to accommodate future development of this property. There is an 8-inch sanitary sewer line in the B ¼ Road adjacent to the annexation area. This enclave area is in the Grand Junction Rural Fire Protection District which is served by the Grand Junction Fire Department through a contract with the district. When annexed, the Grand Junction Fire Department will continue to serve the area.

Staff has found the public and community facilities are adequate to serve the type and scope of urban land use that are existing and future land uses that could develop in the C-2 zone district. Therefore, this criterion has been met.

(4) An inadequate supply of suitably designated land is available in the community, as defined by the presiding body, to accommodate the proposed land use; and/or

The subject property included in the annexation is designated on the Comprehensive Plan Land Use Map as Commercial. The surrounding areas have land use designations of Commercial, Residential Medium and Parks and Open Space. The direct zoning surrounding the annexation area is a combination of city C-2, PD and R-8. The immediate area contains a County R-4 zone district. As such, there is not a deficit of zone districts that are also able to implement the Commercial land use designations.

Staff finds that the proposed C-2 zone district provides zoning that conforms to Orchard Mesa Neighborhood Plan and the 2020 One Grand Junction Comprehensive Plan. However, there is nothing to show how there is an inadequate supply of suitably designated land available in the community. Therefore, this criterion has not been met.

(5) The community or area, as defined by the presiding body, will derive benefits from the proposed amendment.

Annexation and zoning of the properties will create additional land within the City limits for city growth and it helps fill in the patchwork of unincorporated and/or urban area that is adjacent to the City limits. The annexation is also consistent with the City and County 1998 Persigo Agreement. The zone district of C-2 will provide an opportunity for commercial businesses consistent with the Comprehensive Plan to meet the needs of the growing community. These principles are supported and encouraged by the Comprehensive Plan and furthers the plan's goal of fostering a vibrant, diverse, and resilient economy identified in Plan Principle 2: Resilient and Diverse Economy, found in Chapter 2 of the 2020 One Grand Junction Comprehensive Plan, and the goal for density/intensity identified in Plan Principle 3. Therefore this criterion has been met.

### **Consistency with Comprehensive Plan**

The zoning requests of C-2 is consistent with the Land Use Plan Map found in Chapter 3 of the Comprehensive Plan. In addition, under Chapter 3 Land Use and Growth, it

states “When a property seeks a new zoning district the City is required to ensure the zoning district works to implement the land use designation as shown on the Land Use Map.” The Orchard Mesa Neighborhood Plan adopted by the City of Grand Junction and Mesa County identifies this property within a commercial area acknowledging that there are existing conflicts between the Future Land Use Map and current zoning for some properties. This zone of annexation will remedy this zoning conflict.

**Chapter 3**

Intensification and Tiered Growth Plan. The Subject property is located within Tier 1 where the focus is on intensifying residential and commercial areas through infill and redevelopment. Development in this Tier 1, does not generally require the expansion of services or extension of infrastructure. Tier 1 includes portions of Orchard Mesa particularly along the commercial corridor that offers the most significant opportunities for Tier 1 infill development and growth. It promotes the annexation of those parcels which are surrounded by, and or have direct adjacency to, the City limits of Grand Junction.

Relationship to Existing Zoning. Requests to rezone properties should be considered based on the Implementing Zone Districts assigned to each Land Use Designation.

Guide future zoning changes. “Requests for zoning changes are required to implement the Comprehensive Plan. The City may bring forward zone changes for certain properties to align zoning with the adopted Comprehensive Plan land use as designated on the Land Use Map and in the descriptions of the land use categories.”

This property is included within the “Commercial Corridor Area” established in the Comprehensive Plan under Commercial Area-Specific Policies found in Chapter 4.

**RECOMMENDATION AND FINDINGS OF FACT**

After reviewing the Adams Enclave Zone of Annexation, ANX-2023-262 request for the property located at 2738 B ¼ Road from County RSF-4 (Residential Single Family – 4 dwelling units per acre) to City C-2 (General Commercial), the following findings of facts have been made:

- 1. The request conforms with Section 21.02.140 of the Zoning and Development Code.
- 2. The request is consistent with the vision (intent), goals and policies of the Comprehensive Plan.

Therefore, Planning Commission recommended approval of the request.

**FISCAL IMPACT:**

This area is already developed. City services are supported by a combination of property taxes and sales/use taxes. The revenue generated from City property taxes will be \$190.24. Sales and use tax revenues will be dependent on consumer spending on City taxable items for residential uses.

Utilities - Water and sewer services are available to this property. The property is served by the Ute Water District and is within the Persigo 201 Sewer Service Area. Sewer service is already available on B ¼ Rd. There are no annexation impacts for sewer service.

Fire Department - This enclave area is in the Grand Junction Rural Fire Protection District which is served by the Grand Junction Fire Department through a contract with the district. The rural fire district collects a 9.6560 mill levy that generates property tax revenue of \$229.62 per year. If annexed, the enclave parcel will be excluded from the rural fire district and the City's 8 mills will generate \$190.24 per year. This revenue will need to pay for not only fire and emergency medical services, but also other City services provided to the area. City services are supported by a combination of property taxes and sales/use taxes.

**SUGGESTED MOTION:**

I move to introduce an ordinance annexation the Admas Enclave Annexation and an ordinance zoning the Adams Enclave Annexation to C-2 (General Commercial) zone district, from Mesa County RSF-4 (Residential Single Family – 4 dwelling units per acre) and set a public hearing for October 4, 2023.

**Attachments**

- 1. General Project Report - Adams Enclave
- 2. Annexation Schedule - Table - Adams Enclave Annexation
- 3. 2018 Notice of Enclave by Adams Annex
- 4. ADAMS-ENCLAVE-ANNEXATION MAP
- 5. First Letter of Annexation Notice to Property Owners
- 6. Letter of Annexation Notice to Property Owners
- 7. Maps and Photos of Area
- 8. Tallman Enclave and Adams Enclave Neighborhood Meeting Notes
- 9. ORD-Zoning - Adams Enclave ANX
- 10. Adams Enclave Annexation Ordinance

# General Project Report

## Adams Enclave Annexation

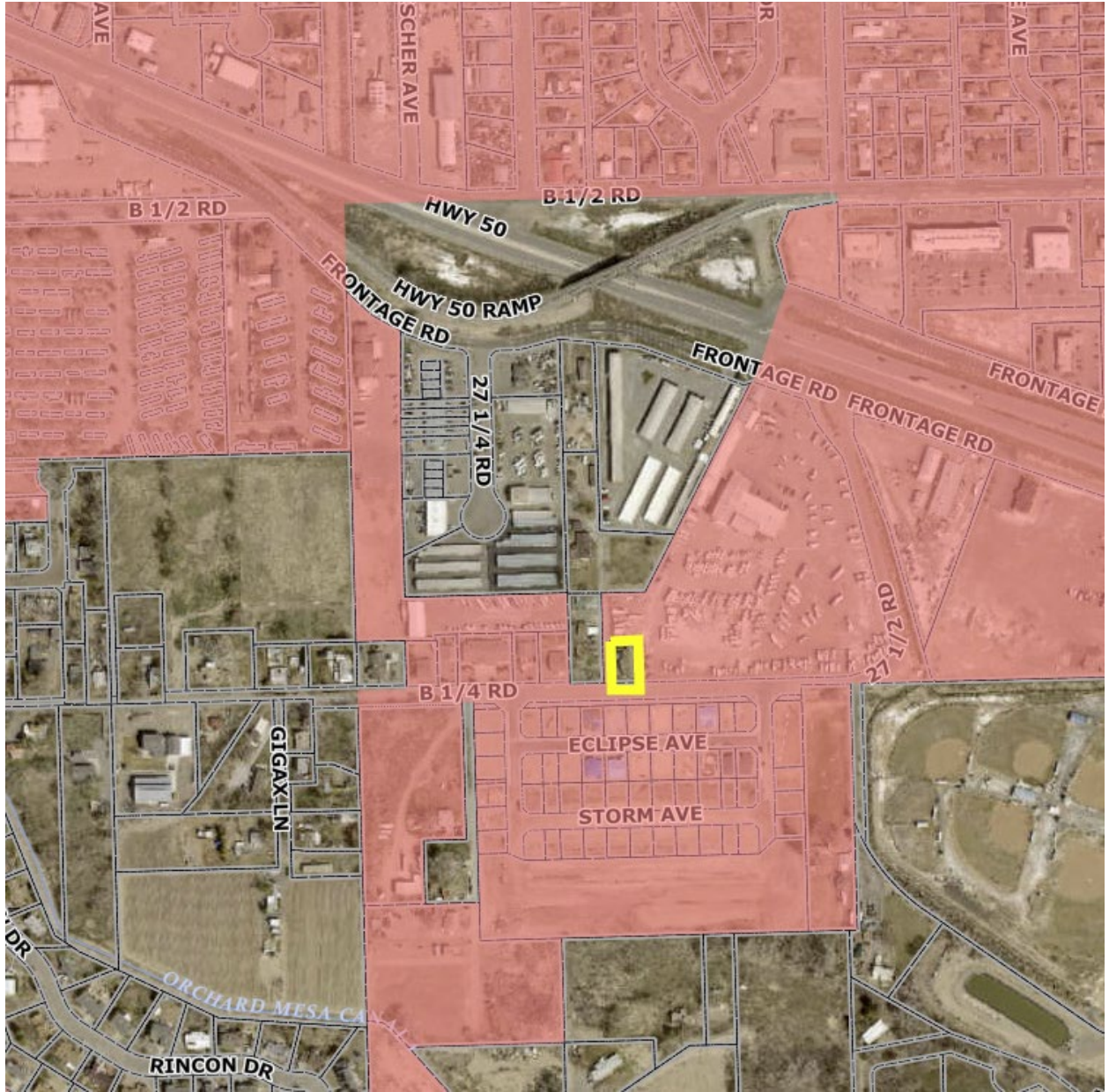
In March 2018 the Adams Annexation completed the 100% of surrounding the area proposed as the Adams Enclave by city limits. Five years have past and as required under the 1998 Persigo Agreement, enclaves will be annexed 3 to 5 years of being completely surrounded by the City.



Annexations surrounding the Adams Enclave Annexation Area







## ADAMS ENCLAVE ANNEXATION SCHEDULE

<b>August 16, 2023</b>	Notice of Intent to Annex (30 Day Notice), Exercising Land Use
<b>Sept. 12, 2023</b>	Planning Commission considers Zone of Annexation
<b>Sept. 20, 2023</b>	Introduction of Ordinance on Annexation and Zoning by City Council
<b>October 4, 2023</b>	Public Hearing on Annexation and Zoning by City Council
<b>November 5, 2023</b>	Effective date of Annexation and Zoning

### ANNEXATION SUMMARY

<b>File Number:</b>	ANX-2023-262	
<b>Location:</b>	2738 B 1/4 Road	
<b>Tax ID Numbers:</b>	2945-253-00-014	
<b># of Parcels:</b>	1	
<b>Existing Population:</b>	2	
<b># of Parcels (owner occupied):</b>	1	
<b># of Dwelling Units:</b>	1	
<b>Acres land annexed:</b>	0.23	
<b>Developable Acres Remaining:</b>	0	
<b>Right-of-way in Annexation:</b>	0.03 acres (B 1/4 Road)	
<b>Previous County Zoning:</b>	RSF-4	
<b>Proposed City Zoning:</b>	C-2	
<b>Current Land Use:</b>	Residential	
<b>Comprehensive Plan Land Use:</b>	Commercial	
<b>Values:</b>	<b>Assessed:</b>	\$23,780
	<b>Actual:</b>	\$342,150
<b>Address Ranges:</b>	2738 B 1/4 Road	
<b>Special Districts:</b>	<b>Water:</b>	Ute Water Conservancy District
	<b>Sewer:</b>	City of Grand Junction
	<b>Fire:</b>	GJ Rural Fire District
	<b>Irrigation/Drainage:</b>	Orchard Mesa Irrigation
	<b>School:</b>	District 51
	<b>Pest:</b>	Grand River Mosquito Control District
	<b>Other:</b>	Colorado River Water Conservancy





February 6, 2018

Joyce Luster Tallman LLC  
2739 Highway 50  
Grand Junction, CO 81503-2291

Re: Annexation Enclave of 2738 B ¼ Road

Dear Mrs. Luster Tallman:

In 1998 the Mesa County Board of Commissioners and the Grand Junction City Council adopted the "Persigo Agreement". This agreement established an urban development boundary and set a policy that before new development could occur within that boundary, the property must be annexed into the City.

Enclaves are defined as areas of unincorporated properties that are entirely surrounded by property that is within the City limits. As annexation occurs, enclaves of land that remain in the County may be created. The Persigo Agreement also requires that all enclaves be annexed within five years of creation and in accordance with state annexation laws.

On February 21, 2018, the City Council will consider an action to annex a piece of property located across the road (southside of B ¼ Road) from your current property at 2738 B ¼ Road (Parcel No. 2945-253-00-014) that is being proposed to be annexed called the "Adams Annexation" (see attached map). Your property will be enclaved by this annexation. Upon approval of the annexation and in adherence with the Agreement with Mesa County, the City will consider annexation of your property within 5 years which would occur on or before March 25, 2023.

When annexed, there are many benefits for those that own property or live within the City limits. Currently Grand Junction residents enjoy services such as the free annual City pick-up of junk and yard waste each spring, free leaf pick-up in the fall, street sweeping and the opportunity to serve its citizenry as a member of one of its many advisory boards. Annexation will not affect your water, sewer or electric service. Please visit the City website at [www.gjcity.org](http://www.gjcity.org) for more information about the City of Grand Junction.

If you have questions about this correspondence or annexation please contact Scott D. Peterson, Senior Planner, at (970) 244-1447.

Respectfully,



Tamra Allen  
Director of Community Development  
City of Grand Junction

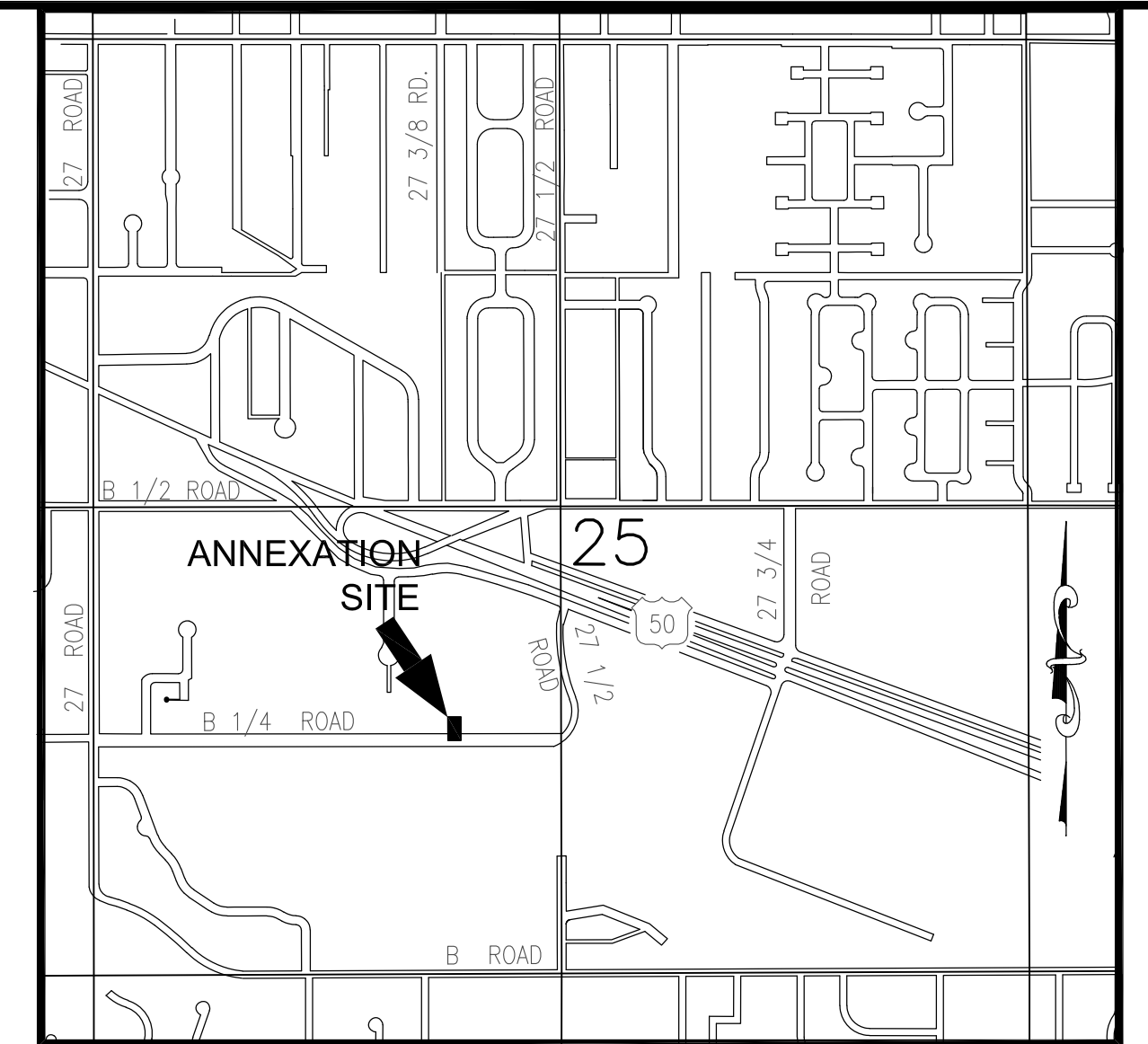
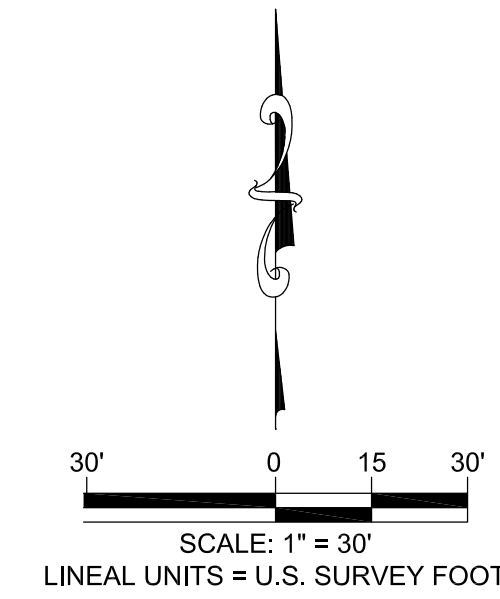
cc: Greg Caton, City Manager  
John Shaver, City Attorney

**Attachment**  
Annexation and Enclave Map

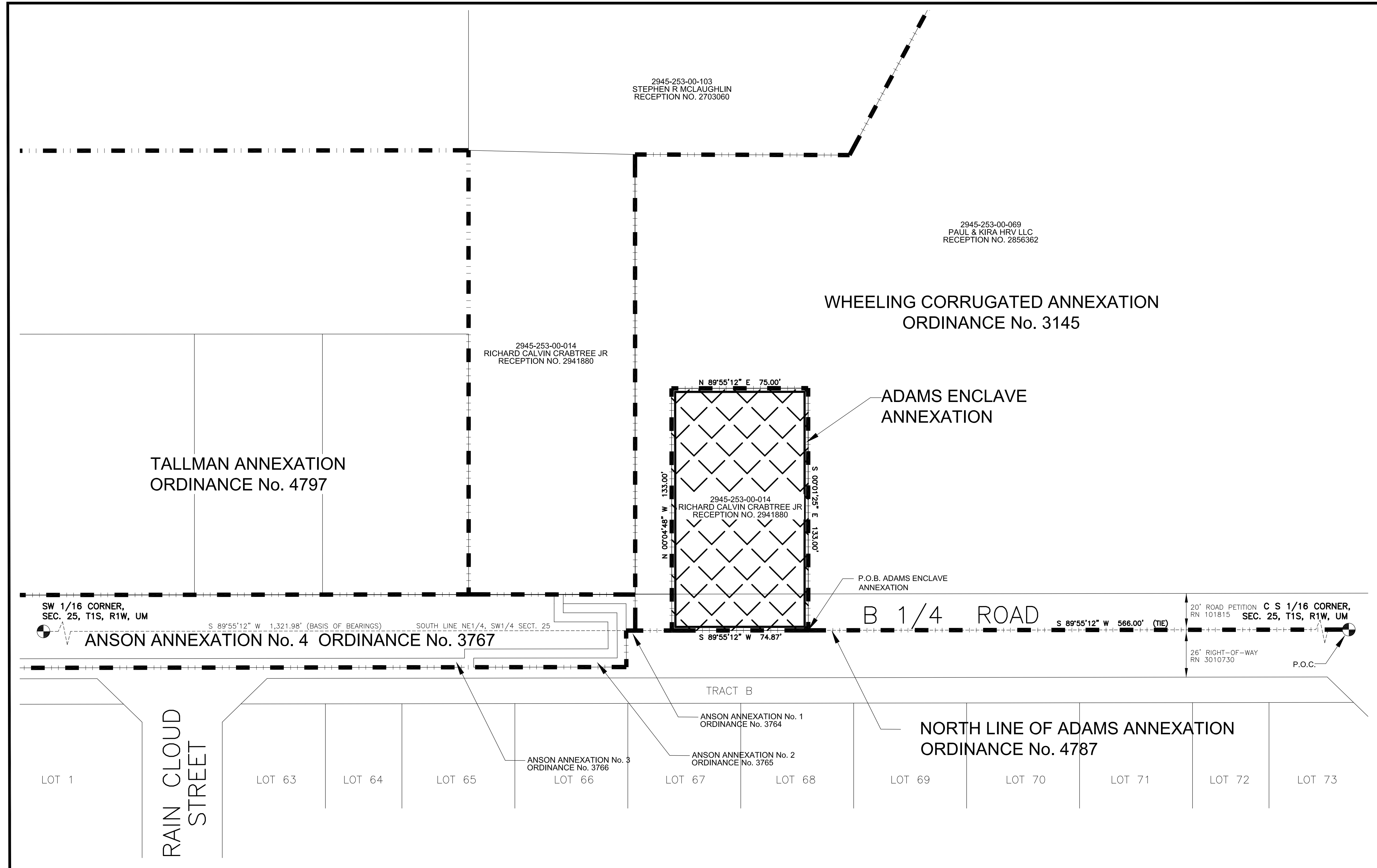


# ADAMS ENCLAVE ANNEXATION

Located in the NE1/4, SW1/4, SECTION 25, TOWNSHIP 1 SOUTH, RANGE 1 WEST,  
UTE MERIDIAN, COUNTY OF MESA, STATE OF COLORADO



SITE LOCATION MAP NOT TO SCALE



**LEGAL DESCRIPTION**

A parcel of land being a part of the Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4) of Section 25, Township 1 South, Range 1 West, Ute Meridian, Mesa County, Colorado, more particularly described as follows:

Commencing at the Center South One-Sixteenth Corner of said Section 25 when the Southwest One-Sixteenth Corner of said Section 25 bears S89°55'12"W a distance of 1,321.98 feet with all other bearings relative thereto;

Thence S89°55'12"W a distance of 566.00 feet along the North line of the ADAMS ANNEXATION, ORDINANCE No. 4787, to the Point of Beginning of the ADAMS ENCLAVE ANNEXATION;

Thence S89°55'12"W, continuing along said northerly line, a distance of 74.87 feet;

Thence along the following three (3) courses of WHEELING CORRUGATED ANNEXATION, ORDINANCE No. 3145:

N00°04'48"W a distance of 133.00 feet;

N89°55'12"E a distance of 75.00 feet;

S00°01'25"E a distance of 133.00 feet to the Point of Beginning;

Said Parcel of land CONTAINING 9,967 Square Feet or 0.23 Acres, more or less.

AREAS OF ANNEXATION		LEGEND	
ANNEXATION PERIMETER	416 FT.	ANNEXATION BOUNDARY	—
CONTIGUOUS PERIMETER	416 FT.	ANNEXATION AREA	
AREA IN SQUARE FEET	9,967 FT <sup>2</sup>	EXISTING CITY LIMITS	- - - - -
AREA IN ACRES	0.23		
AREA WITHIN R.O.W.	1,498 FT <sup>2</sup>		
	0.03 ACRES		
AREA WITHIN DEEDED R.O.W.	0 FT <sup>2</sup>		
	0.00 ACRES		

SURVEY ABBREVIATIONS		SQ. FT.	SQUARE FEET
P.O.C.	POINT OF COMMENCEMENT	AP	CENTRAL ANGLE
P.O.B.	POINT OF BEGINNING	RAD.	RADIUS
R.O.W.	RIGHT OF WAY	ARC	ARC LENGTH
SEC.	SECTION	CHD.	CHORD LENGTH
TWP.	TOWNSHIP	CHB.	CHORD BEARING
RGE.	RANGE	BLK.	BLOCK
U.M.	UTE MERIDIAN	P.B.	PLAT BOOK
NO.	NUMBER	BK.	BOOK
REC.	RECEPTION	PG.	PAGE
		HOR. DIST.	HORIZONTAL DISTANCE

**ORDINANCE NO. PRELIMINARY**      **EFFECTIVE DATE PRELIMINARY**

**NOTE:**  
THE DESCRIPTION(S) CONTAINED HEREIN HAVE BEEN DERIVED FROM SUBDIVISION PLAT, DEED DESCRIPTIONS & DEPOSIT SURVEYS AS THEY APPEAR IN THE OFFICE OF THE MESA COUNTY CLERK & RECORDER. THIS PLAT OF ANNEXATION DOES NOT CONSTITUTE A LEGAL BOUNDARY SURVEY, AND IS NOT INTENDED TO BE USED AS A MEANS OF ESTABLISHING OR VERIFYING PROPERTY BOUNDARY LINES.

**PRELIMINARY**

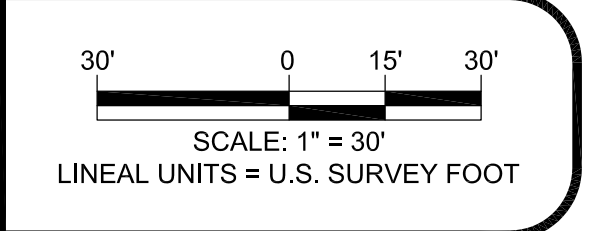
JODIE L GREIN      DATE  
STATE OF COLORADO - P.L.S. NO. 38075  
FOR ROLLAND CONSULTING ENGINEERS  
405 RIDGES BLVD. - SUITE A  
GRAND JUNCTION, CO. 81507

**THIS IS NOT A BOUNDARY SURVEY**

C:\Projects\C3407 ADAMS ANNEXATION\C3407-ADAMS-ENCLAVE-ANNEXATION.dwg - PLOTTED: 2023-05-08

**NOTICE:**  
ACCORDING TO COLORADO LAW ANY LEGAL ACTION BASED UPON ANY DEFECT FOUND IN THIS SURVEY MUST COMMENCE WITHIN THREE (3) YEARS AFTER THE DISCOVERY OF SUCH DEFECT. IN NO EVENT MAY ANY ACTION BASED UPON ANY DEFECT FOUND IN THIS SURVEY BE COMMENCED MORE THAN TEN (10) YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON.

DRAWN BY: JAM      DATE: 5/8/2023  
DESIGNED BY: JLG      DATE: 5/8/2023  
CHECKED BY: JLG      DATE: 5/8/2023



**PUBLIC WORKS ENGINEERING DIVISION**

**ADAMS ENCLAVE ANNEXATION**  
Located in the NE1/4, SW1/4 SECTION 25, TOWNSHIP 1 SOUTH, RANGE 1 WEST, UTE MERIDIAN, COUNTY OF MESA, STATE OF COLORADO





**Neighborhood Meeting Scheduled**  
**June 20, 2023 @ 5:30 PM**  
**Mesa County Fair Grounds Community Building**

May 26, 2023

Dear Property Owner,

In 1998 the Mesa County Board of Commissioners and the Grand Junction City Council adopted the “Persigo Agreement”. This agreement established an urban growth boundary and set a policy that before new development could occur within that boundary, the property must be annexed into the City.

As annexation occurs, enclaves of land that remain in the County may be created. Enclaves are defined as areas of unincorporated properties that are entirely surrounded by property that is within the City. The Persigo Agreement requires that all enclaves be annexed within three to five years of creation, in accordance with state annexation laws.

Your property was either enclaved March 25, 2018 by the Adams Annexation or June 17, 2018 by the Tallman Annexation, (see map below).

The annexation and zoning schedule for both enclaves, to be known as the Adams Enclave Annexation and the Tallman Enclave Annexation has not been scheduled yet. You will be notified of the schedule for annexation and zoning when that has been determined.

The proposed zoning will be Residential 8 (R-8) with densities between 5.5 and 8 dwelling units per acre for areas of the enclave that are shown as Residential Medium on the Land Use Map and Commercial C-2 for areas shown as Commercial on the Land Use Map. The R-8 and C-2 zone districts implement the City’s 2020 One Grand Junction Comprehensive Plan Land Use Map. The Land Use Map designates this area a Residential Medium 5.5 to 12 dwelling units per acre and Commercial.

The annexation area consists of properties with existing development. The existing commercial development land uses are found to be in conformance with the proposed C-2 zone district. The residential land uses within the R-8 are an allowed use. Those residential uses in the C-2 will be legally nonconforming at the time of annexation, allowing them to continue as they are as a grandfathered land use.

**A Neighborhood Meeting has been scheduled for June 20, 2023 at 5:30 PM at the Community Building, Mesa County Fair Grounds, 2785 Hwy 50.** This meeting will



provide property owners the opportunity to learn more about annexation and zoning of their property before the City schedules public hearings for annexation and zoning.

If you have any questions about the proposed annexation or the proposed city zoning of Residential R-8 or Commercial C-2 for your property, please contact us, David Thornton, Principal Planner, at (970) 244-1450 or by e-mail to [davidth@gjcity.org](mailto:davidth@gjcity.org) or Dani Acosta, Senior Planner at (970) 256-4089, or by e-mail to [daniellaa@gjcity.org](mailto:daniellaa@gjcity.org) or

We encourage you to attend the neighborhood meeting on June 20<sup>th</sup> to learn about city annexation and zoning and how they will affect your property.

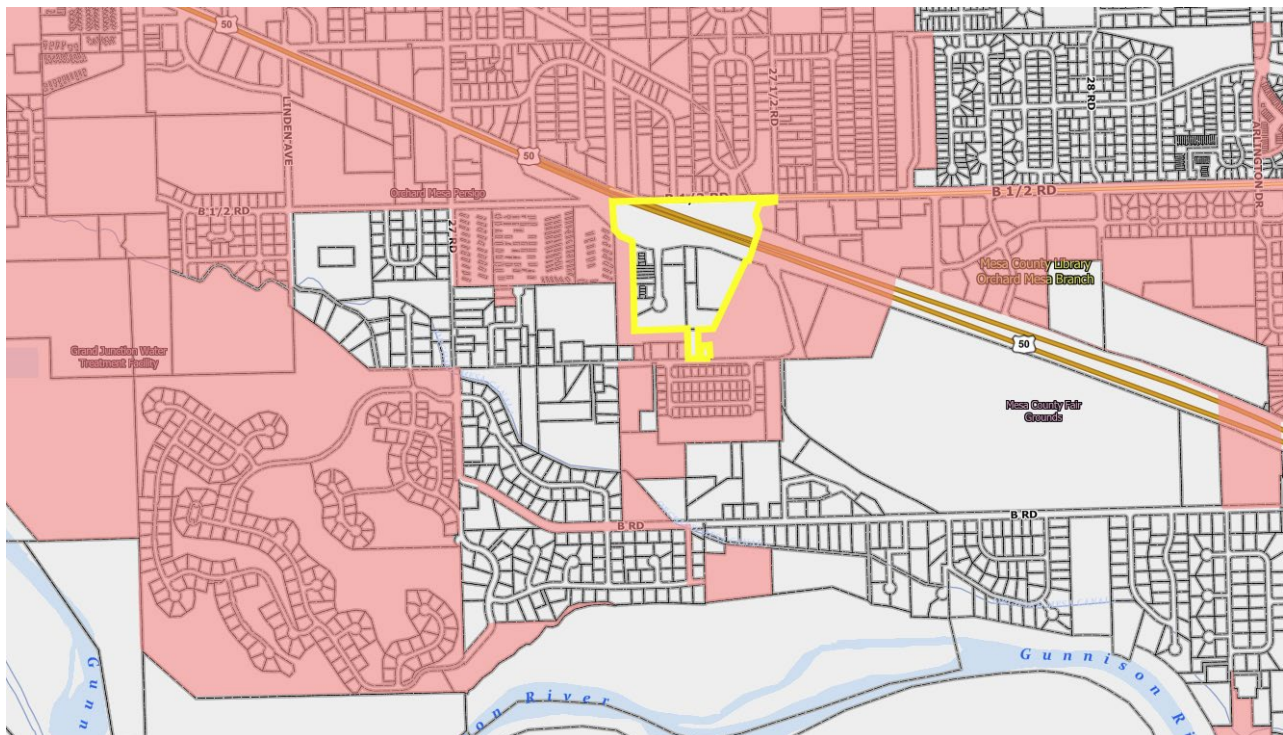
Please visit our website at [www.gjcity.org](http://www.gjcity.org) for information about the City of Grand Junction.

Sincerely,

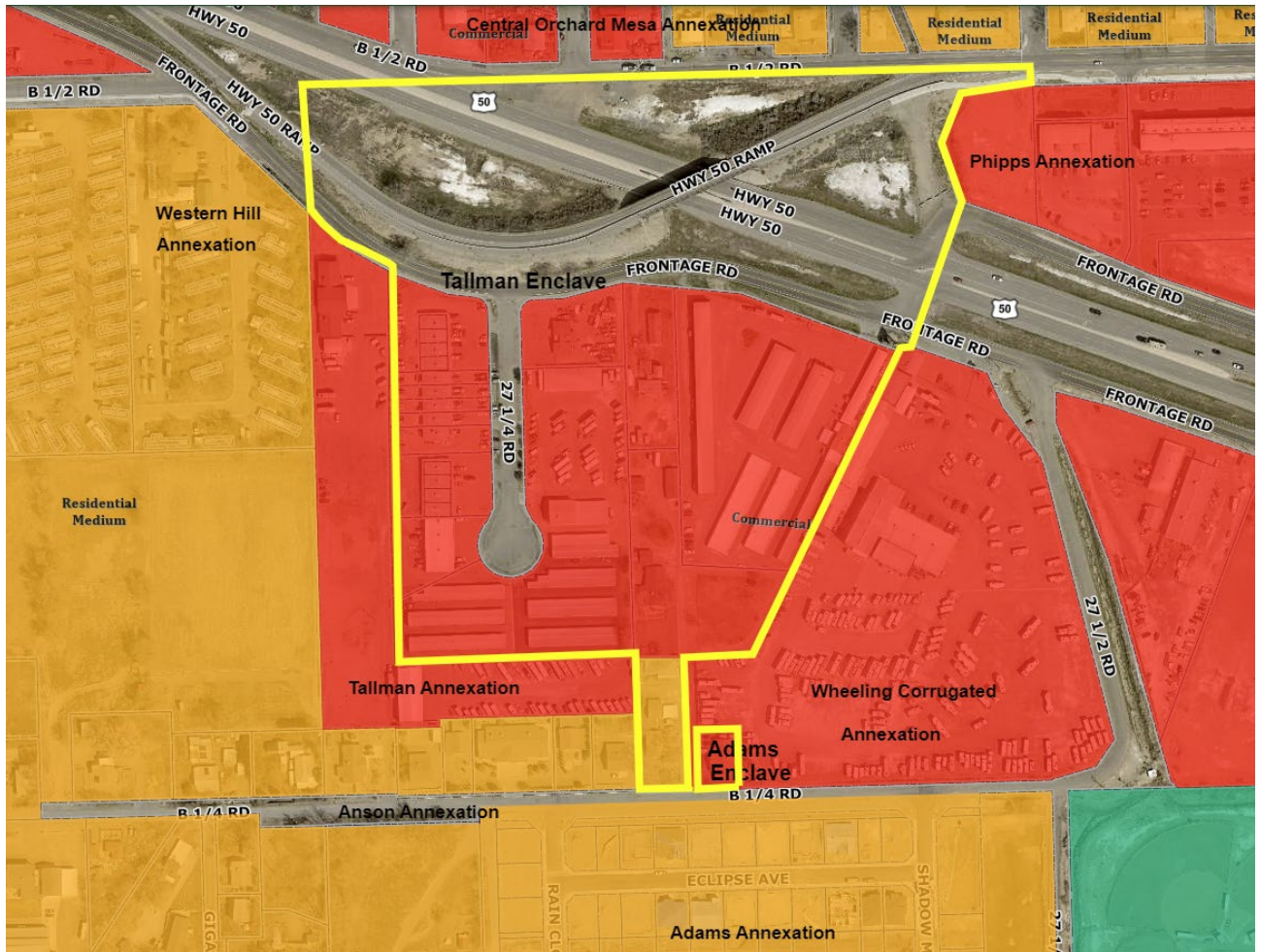
Dave Thornton  
Principal Planner

Daniella Acosta  
Senior Planner

CC: Tamra Allen, Community Development Director



**Vicinity Map showing City Limits**



**Comprehensive Plan Land Use Map – Future Land Uses**

**NOTES:**

Red = Commercial

Orange = Residential Medium



July 24, 2023

\_\_\_\_\_  
\_\_\_\_\_

Grand Junction, CO 81504

Dear Property Owner,

City staff met with several of you at a neighborhood meeting held June 20, 2023. At that meeting the annexation and zoning of your property was discussed. If you were unable to make that meeting, please feel free to reach out to us at your earliest convenience to discuss. Those in attendance were also told the City would send out a letter providing the annexation and zoning schedule when it was determined. The annexation and zoning are now scheduled. The schedule is provided below.

<b><i>ANNEXATION and ZONING SCHEDULE</i></b> <b>Adams Enclave and Tallman Enclave</b>	
<b>Aug. 16, 2023</b>	Notice of Intent to Annex (30 Day Notice to hearing), Exercising Land Use Immediately
<b>Sept. 12, 2023</b>	Planning Commission considers Zone of Annexation – Public Hearing
<b>Sept. 20, 2023</b>	1 <sup>st</sup> Reading on Annexation and Zoning by City Council
<b>Oct. 4, 2023</b>	Public hearing on Annexation and Zoning by City Council – 2 <sup>nd</sup> Reading
<b>Nov. 5, 2023</b>	Effective date of Annexation and Zoning

The proposed zoning will be Residential 8 (R-8) with densities between 5.5 and 8 dwelling units per acre for areas of the enclave that are shown as Residential Medium on the Land Use Map and Commercial C-2 for areas shown as Commercial on the Land Use Map. The R-8 and C-2 zone districts implement the City’s 2020 One Grand Junction Comprehensive Plan Land Use Map. The Land Use Map designates this area a Residential Medium 5.5 to 12 dwelling units per acre and Commercial.

The annexation area consists of properties with existing development. The existing commercial development land uses are found to be in conformance with the proposed C-2 zone district. The residential land uses within the R-8 are allowed uses. Those residential uses in the C-2 will be legally nonconforming at the time of annexation that will be allowed to continue as a legal non-conforming land use within the city.

If you have any questions about the proposed annexation or the proposed city zoning for your property, please contact Dani Acosta, Senior Planner, at (970) 256-4089, or by email at [daniellaa@gjcity.org](mailto:daniellaa@gjcity.org) or David Thornton, Principal Planner, at (970) 244-1450 or by e-mail to [davidth@gjcity.org](mailto:davidth@gjcity.org)

We encourage you to attend both public hearings, currently scheduled for September 12, 2023 with the Grand Junction Planning Commission to consider zoning and October 4, 2023 with the Grand Junction City Council to consider annexation and zoning.

Please visit our website at [www.gjcity.org](http://www.gjcity.org) for information about the City of Grand Junction.

Sincerely,

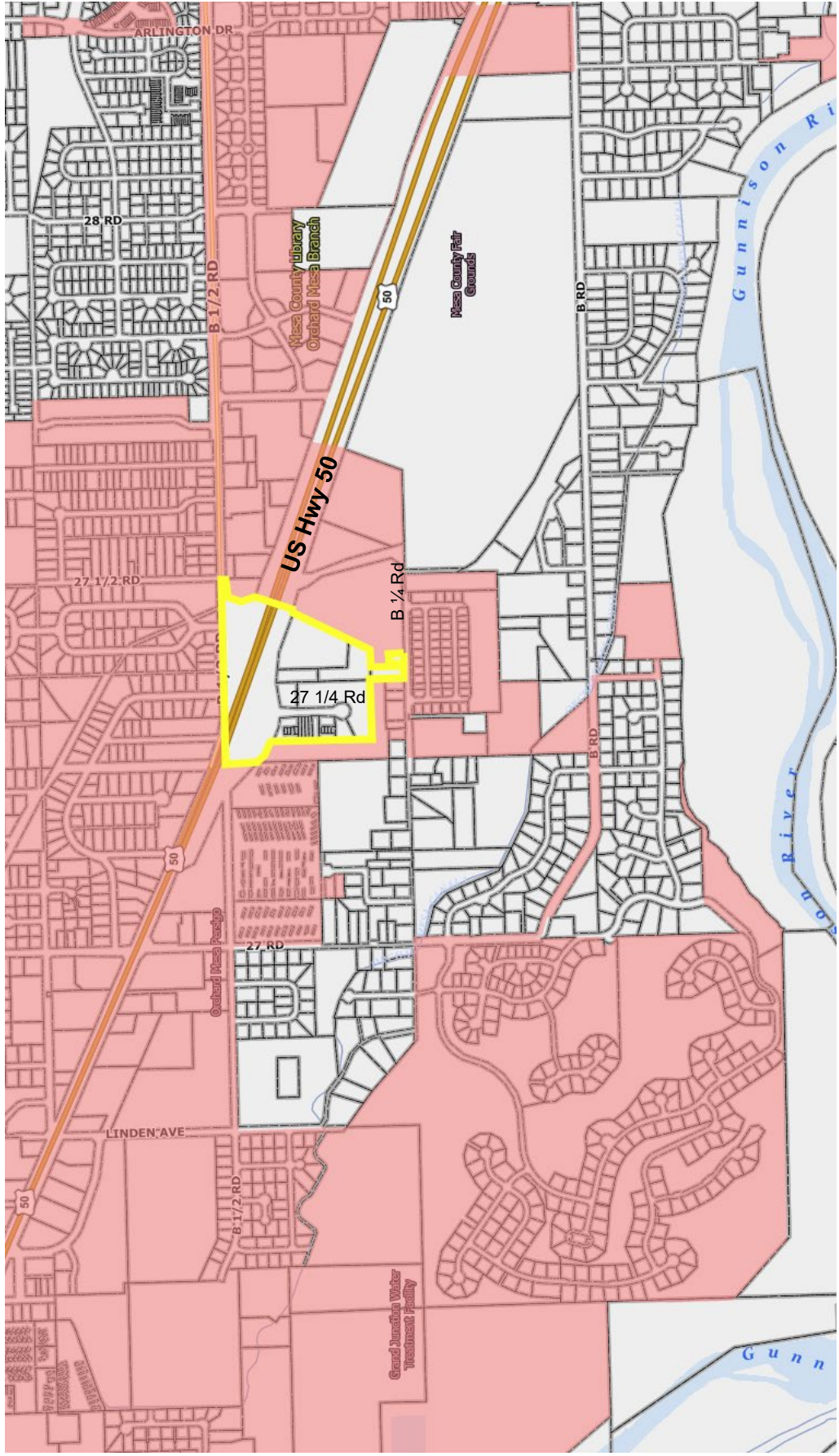
A handwritten signature in blue ink that reads "Tamra Allen". The signature is written in a cursive style with a large, prominent "T" at the beginning.

Tamra Allen  
Community Development Director

CC: Greg Caton, City Manager  
John Shaver, City Attorney

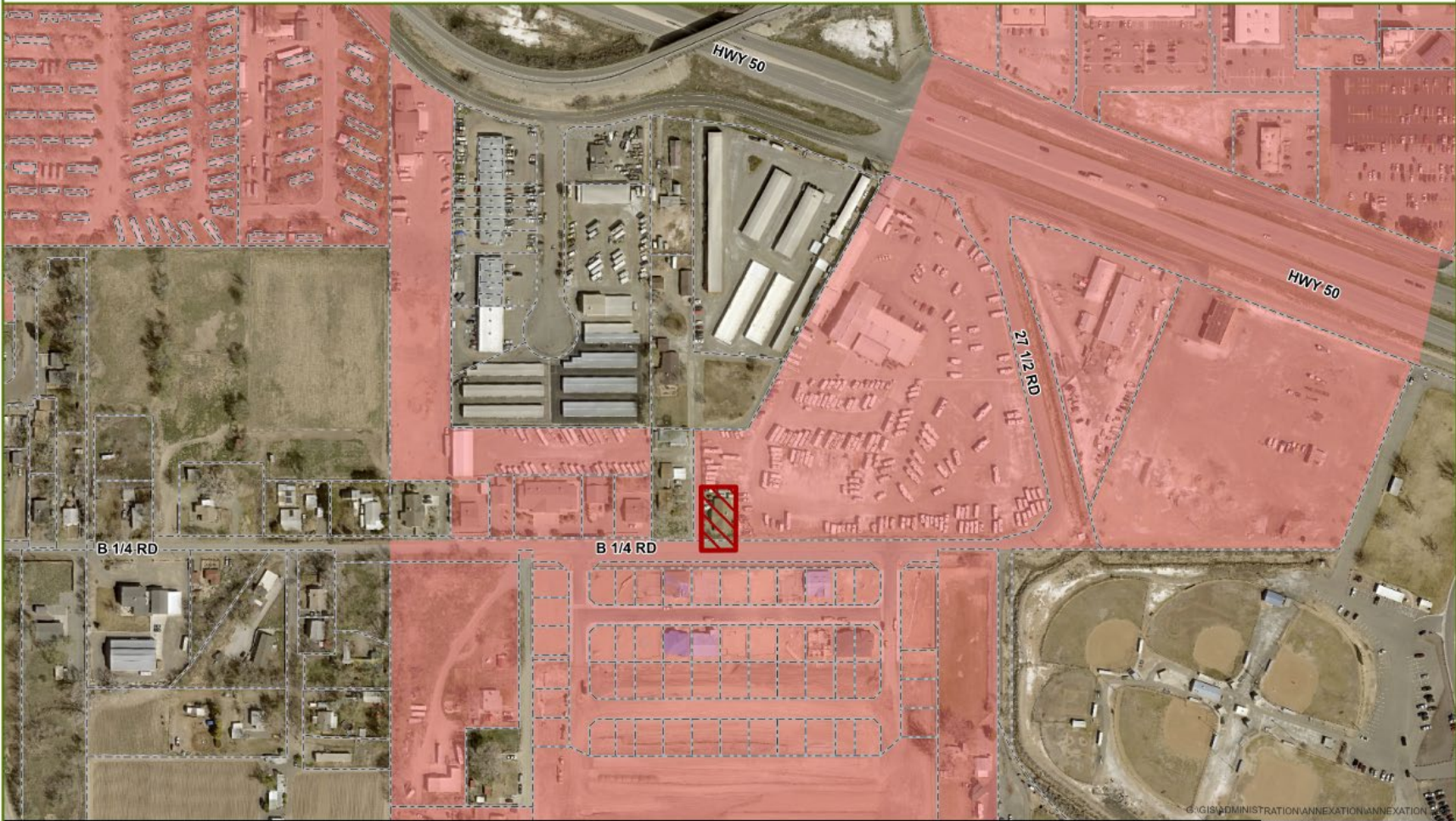
Enclosure (Map)








# ADAMS ENCLAVE ANNEXATION



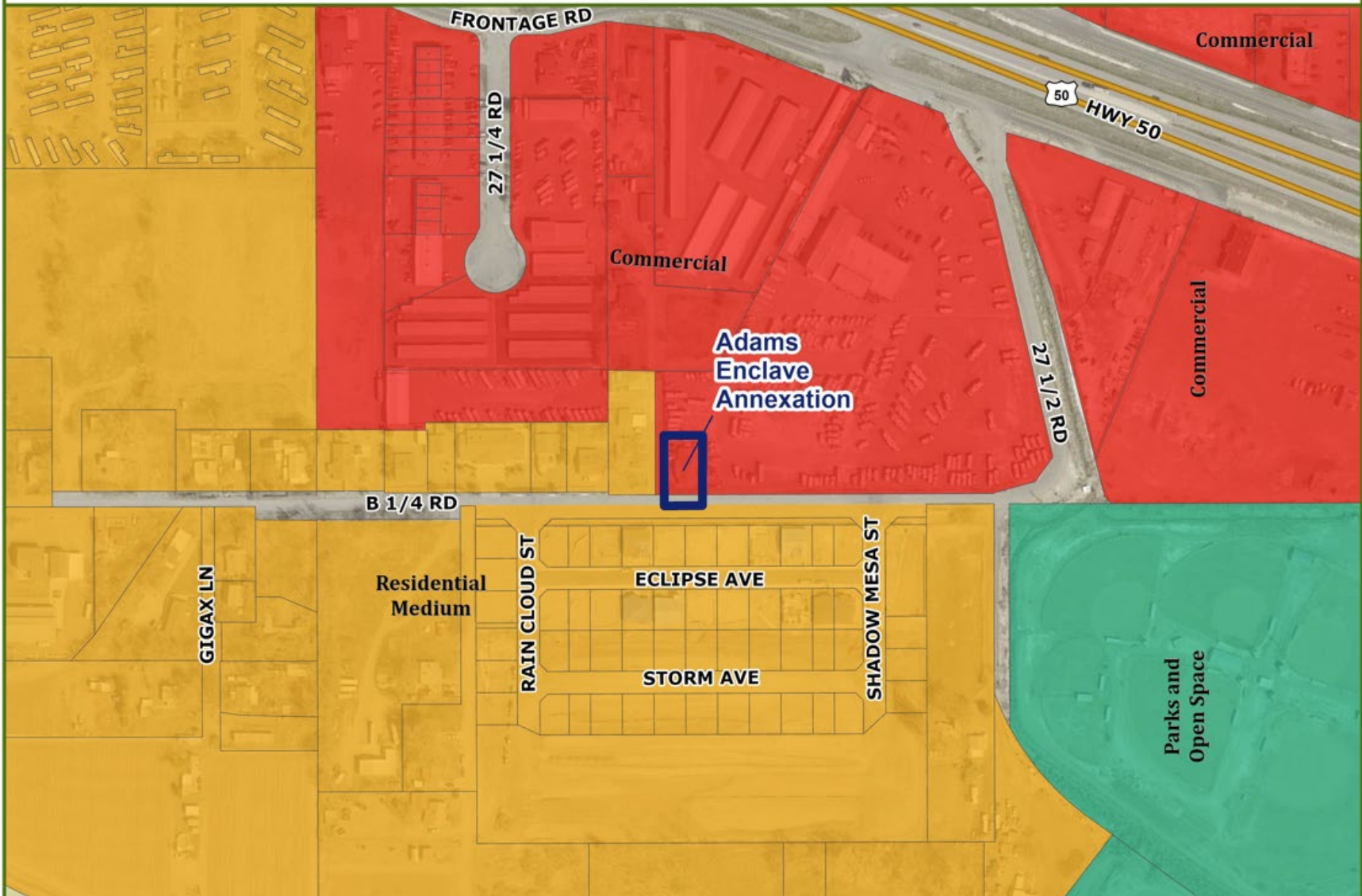
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 Adams Enclave Annexation  City Limits

Date Created: 5/24/2023

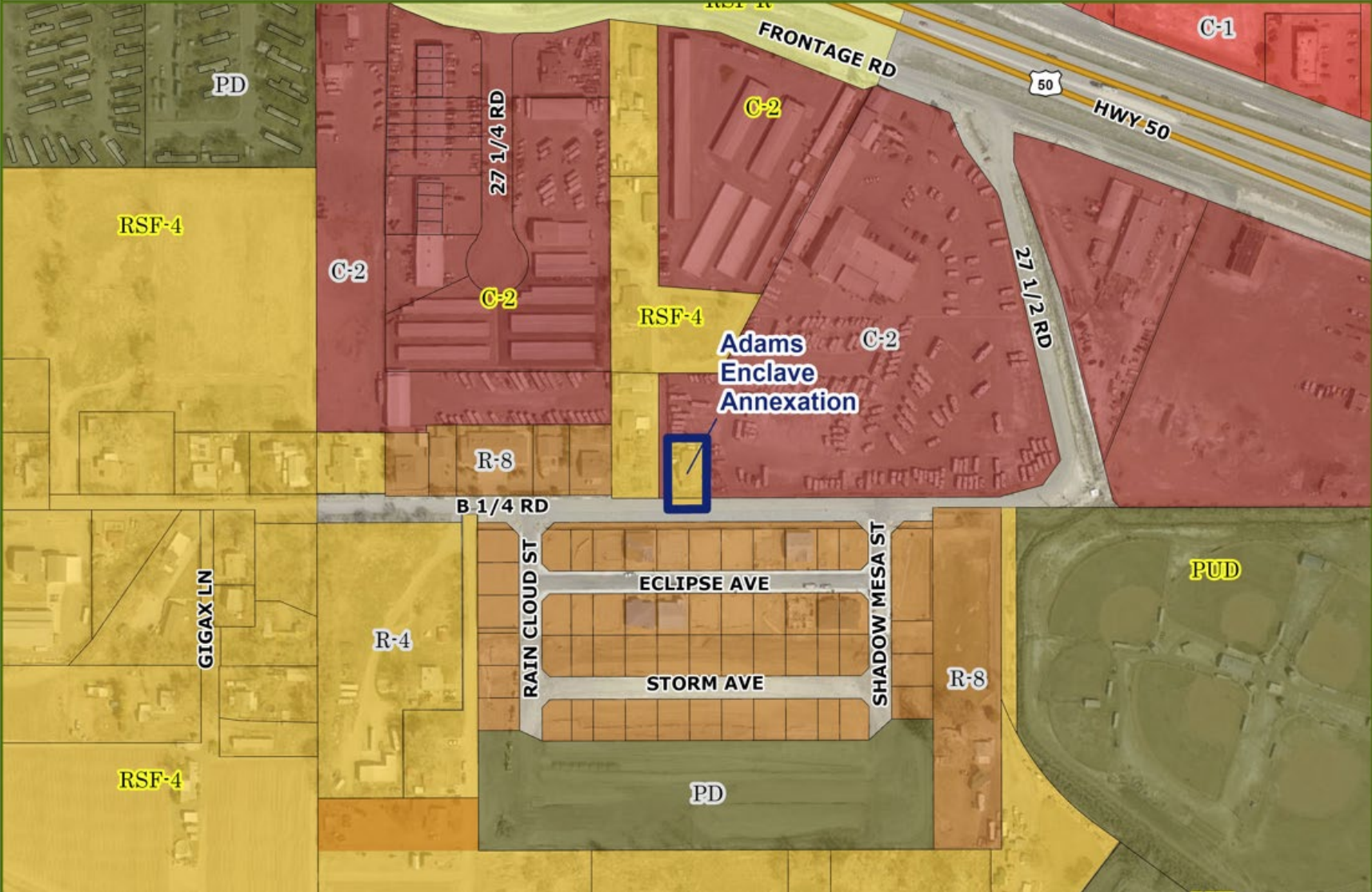


# Adams Enclave Annexation - Land Use



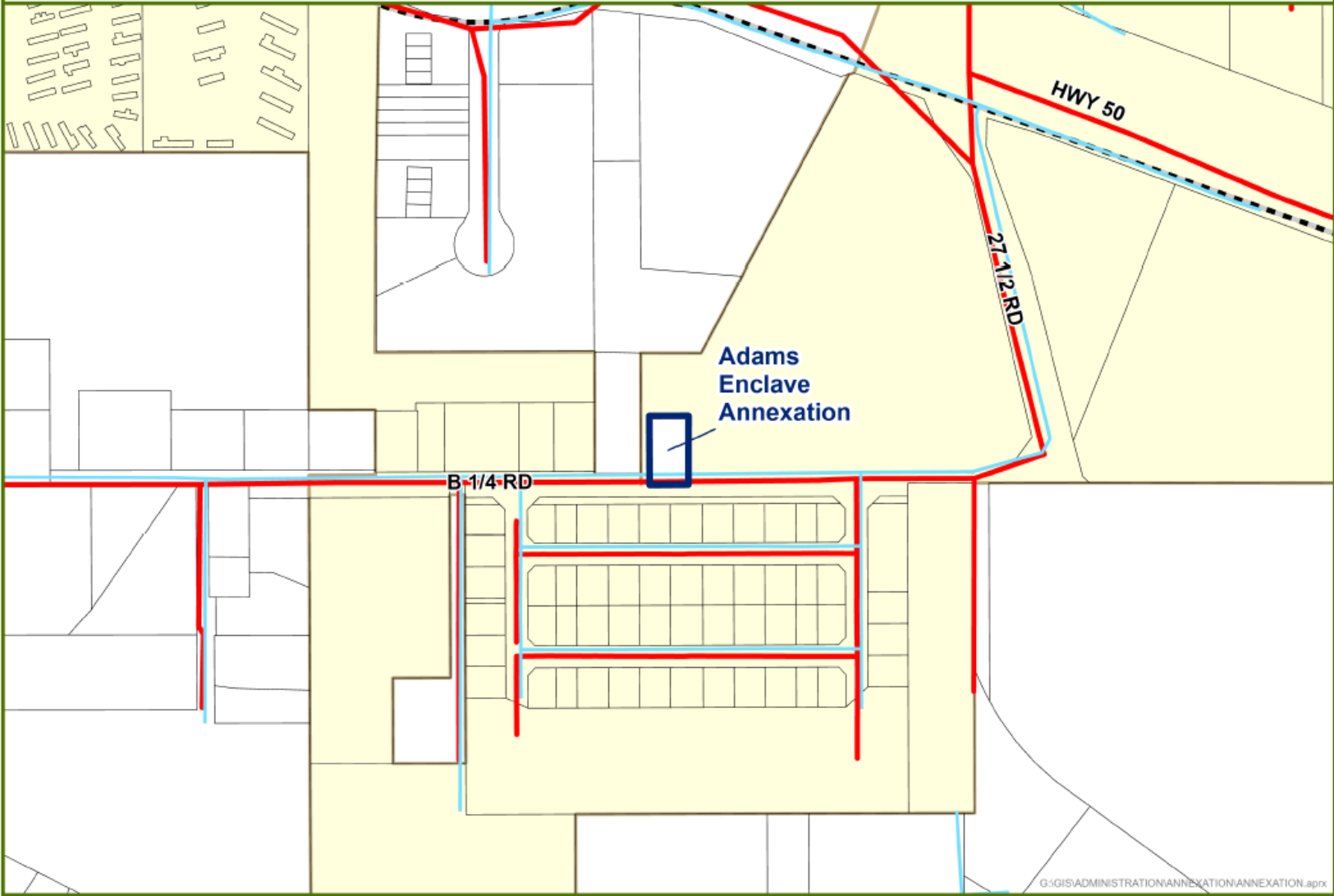


# Adams Enclave Annexation - Zoning

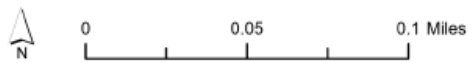




# Adams Enclave Annexation - Utilities



G:\GIS\ADMINISTRATION\ANNEXATION\ANNEXATION.aprx



- CITY WATER
- UTE WATER
- SEWER
- CITY FIBER
- NON-CITY FIBER
- CITY LIMITS

Date Created: 7/20/2023





**Site**





## Neighborhood Meeting Notes

**Tallman Enclave and Adams Enclave Neighborhood Meeting** – held Tuesday, June 20, 2023 @ 5:30 PM

In attendance were city staff members:

David Thornton, Principal Planner  
Dani Acosta, Senior Planner  
Tim Lehrbach, Senior Planner  
Trent Prall, Public Works Director  
Gus Hendricks, Deputy Fire Chief

and 8 property owners representing eight of the twenty-three properties included in the proposed enclave annexations.

Attendees included:

Steve McLaughlin  
Rhonda Mock  
Zane Thompson  
Lori Thompson  
Kevin Green  
Noma  
Jeff  
Joyce Luster

Staff provided information about the two annexations, discussed the proposed zoning of C-2 and R-8 and how they will affect existing land uses, and talked about some of the city services they can expect following annexation including Spring Clean-up, Fall leaf pick-up, street maintenance and streetlights.

The property owners will be notified when the Public Hearings are scheduled. A notice will be sent to each of them regarding the hearing dates with Planning Commission and City Council.

Questions from property owners included:

- Annexation impacts on existing uses
- Annexation impacts on taxes
- Annexation and public hearing timelines
- Attendance requirements for public hearings

**CITY OF GRAND JUNCTION, COLORADO**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE ZONING ADAMS ENCLAVE ANNEXATION  
TO C-2 (GENERAL COMMERCIAL) ZONE DISTRICT**

**LOCATED AT 2738 B ¼ ROAD**

Recitals:

The enclave annexation is referred to as the “Adams Enclave Annexation.”

After public notice and public hearing as required by the Grand Junction Zoning & Development Code, the Grand Junction Planning Commission recommended zoning the Adams Enclave Annexation consisting of 0.23 acres from County RSF-4 (Residential Single Family with a maximum density of 4 dwelling units per acre) to C-2 (General Commercial) finding that both the C-2 zone district conforms with the designation of Commercial as shown on the Land Use Map of the Comprehensive Plan and conforms with its designated zone with the Comprehensive Plan’s goals and policies and is generally compatible with land uses located in the surrounding area.

After public notice and public hearing, the Grand Junction City Council finds that the C-2 (General Commercial) zone district, is in conformance with at least one of the stated criteria of Section 21.02.140 of the Grand Junction Zoning & Development Code for the parcel as designated.

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAND JUNCTION THAT:**

**ZONING FOR THE ADAMS ENCLAVE ANNEXATION**

The following parcel in the City of Grand Junction, County of Mesa, State of Colorado

A parcel of land being a part of the Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4) of Section 25, Township 1 South, Range 1 West, Ute Meridian, Mesa County, Colorado, more particularly described as follows:

Commencing at the Center South One-Sixteenth Corner of said Section 25 whence the Southwest One-Sixteenth Corner of said Section 25 bears S89°55'12"W a distance of 1,321.98 feet with all other bearings relative thereto;

Thence S89°55'12"W a distance of 566.00 feet along the North line of the ADAMS ANNEXATION, ORDINANCE No. 4787, to the Point of Beginning of the *ADAMS ENCLAVE ANNEXATION*;

Thence S89°55'12"W, continuing along said northerly line, a distance of 74.87 feet;  
Thence along the following three (3) courses of *WHEELING CORRUGATED ANNEXATION, ORDINANCE No. 3145*:

N00°04'48"W a distance of 133.00 feet;

N89°55'12"E a distance of 75.00 feet;

S00°01'25"E a distance of 133.00 feet to the Point of Beginning;

Said Parcel of land CONTAINING 9,967 Square Feet or 0.23 Acres, more or less.

is hereby zoned as follows:

**The Adams Enclave Annexation is zoned C-2 (General Commercial).**

**INTRODUCED** on first reading this 20<sup>th</sup> day of September 2023 and ordered published in pamphlet form.

**ADOPTED** on second reading this \_\_\_\_ day of \_\_\_\_\_ 2023 and ordered published in pamphlet form.

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Anna M. Stout  
President of the Council

ATTEST:

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Amy Phillips  
City Clerk

**CITY OF GRAND JUNCTION, COLORADO**

**ORDINANCE NO.**

**AN ORDINANCE ANNEXING TERRITORY TO THE  
CITY OF GRAND JUNCTION, COLORADO  
ADAMS ENCLAVE ANNEXATION**

**LOCATED AT 2738 B ¼ ROAD  
APPROXIMATELY 0.23 ACRES**

**WHEREAS**, on the 16<sup>th</sup> day of August, 2023, the City Council of the City of Grand Junction considered a notice of Intent to annex for the annexation of the following described territory to the City of Grand Junction; and

**WHEREAS**, a hearing was duly held after proper notice on the 4<sup>th</sup> day of October, 2023; and

**WHEREAS**, the City Council determined that said territory was eligible for annexation and that no election was necessary to determine whether such territory should be annexed;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAND JUNCTION, COLORADO:**

That the property situate in Mesa County, Colorado, and described to wit:

A parcel of land being a part of the Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4) of Section 25, Township 1 South, Range 1 West, Ute Meridian, Mesa County, Colorado, more particularly described as follows:

Commencing at the Center South One-Sixteenth Corner of said Section 25 whence the Southwest One-Sixteenth Corner of said Section 25 bears S89°55'12"W a distance of 1,321.98 feet with all other bearings relative thereto;

Thence S89°55'12"W a distance of 566.00 feet along the North line of the ADAMS ANNEXATION, ORDINANCE No. 4787, to the Point of Beginning of the *ADAMS ENCLAVE ANNEXATION*;

Thence S89°55'12"W, continuing along said northerly line, a distance of 74.87 feet;

Thence along the following three (3) courses of *WHEELING CORRUGATED ANNEXATION, ORDINANCE No. 3145*:

N00°04'48"W a distance of 133.00 feet;

N89°55'12"E a distance of 75.00 feet;

S00°01'25"E a distance of 133.00 feet to the Point of Beginning;

Said Parcel of land CONTAINING 9,967 Square Feet or 0.23 Acres, more or less.

And found on Exhibit A

**Is and shall be duly and lawfully annexed to the City limits of the City of Grand Junction, Colorado.**

**INTRODUCED** on first reading on the 20<sup>th</sup> day of September 2023 and ordered published in pamphlet form.

**ADOPTED** on second reading the \_\_\_\_ day of \_\_\_\_\_ 2023 and ordered published in pamphlet form.

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Anna M. Stout  
President of the Council

ATTEST:

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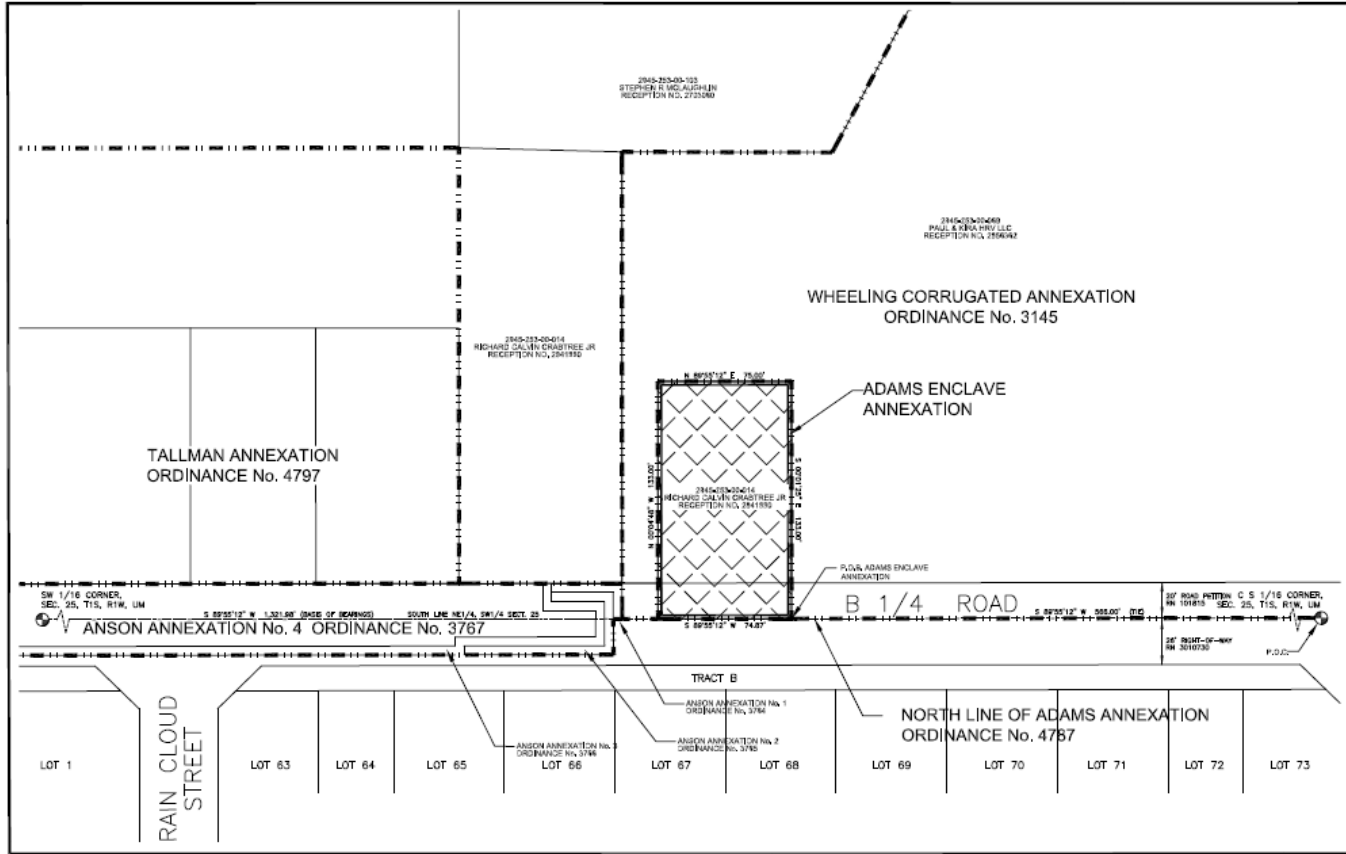
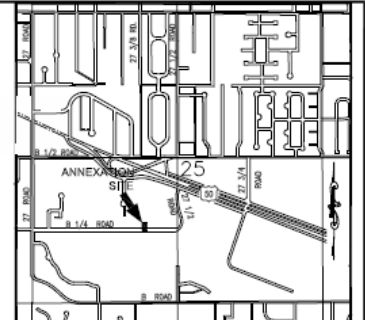
Amy Phillips  
City Clerk



# EXHIBIT A

## ADAMS ENCLAVE ANNEXATION

Located in the NE 1/4, SW 1/4, SECTION 25, TOWNSHIP 1 SOUTH, RANGE 1 WEST, UTE MERIDIAN, COUNTY OF MESA, STATE OF COLORADO



**LEGAL DESCRIPTION**

A parcel of land being a part of the Northeast Quarter of the Southeast Quarter (NE1/4 SE1/4) of Section 25, Township 1 South, Range 1 West, Ute Meridian, Mesa County, Colorado, more particularly described as follows:

Commencing at the Corner South One-Sixteenth Corner of said Section 25 between the Southeast One-Sixteenth Corner of said Section 25 (NE1/4 SW1/4) and a distance of 1,521.81 feet with all other bearings as follows:

Thence S89°55'12" W a distance of 368.00 feet along the North line of the ADAMS ANNEXATION, ORDINANCE No. 4787, to the Point of Beginning of the ADAMS ENCLAVE ANNEXATION;

Thence S89°55'12" W, with a bearing along said northwesterly line, a distance of 74.87 feet;

Thence along the following three (3) courses or BEZELINE CORRUATED ANNEXATION, ORDINANCE No. 3145:

N0°14'47" W a distance of 133.30 feet;

S89°55'12" E a distance of 473.30 feet;

S89°55'12" E a distance of 133.33 feet to the Point of Beginning.

Said Parcel of Land CONTAINING 0.907 Square Feet or 0.25 Acres, more or less.

AREAS OF ANNEXATION		LEGEND	
ANNEXATION PERIMETER	416 FT.	ANNEXATION BOUNDARY	
CONTIGUOUS PERIMETER	416 FT.	ANNEXATION AREA	
AREA IN SQUARE FEET	0.907 FT <sup>2</sup>	EXISTING CITY LINES	
AREA IN ACRES	0.25		
AREA WITHIN P.L.V.	0.88 FT <sup>2</sup>		
AREA WITHIN DEEDED P.L.V.	0 FT <sup>2</sup>		
	0.20 ACRES		

SURVEY ABBREVIATIONS		SQ. FT. SQUARE FEET	
P.V.C.	POINT OF COMMENCEMENT	◊	CENTRAL ANGLE
P.O.B.	POINT OF BEGINNING	ARC	RADIUS
R.O.W.	RIGHT OF WAY	CHD.	ARC LENGTH
SEC.	SECTION	BLK.	CHORD LENGTH
TWP.	TOWNSHIP	P.L.	CHORD BEARING
RNG.	RANGE	PLAT BOOK	
UTM.	UTE MERIDIAN	BLK.	BLOCK
NO.	NUMBER	RD.	ROAD
REC.	RECEPTION	HD.	HORN, DIST., HORIZONTAL DISTANCE

ORDINANCE NO. PRELIMINARY	EFFECTIVE DATE PRELIMINARY
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**NOTE:**  
THE DESCRIPTIONS CONTAINED HEREIN HAVE BEEN DERIVED FROM SUBDIVISION PLAT, DEED DESCRIPTIONS AND REPORT SURVEYS AS THEY APPEAR IN THE OFFICE OF THE MESA COUNTY CLERK & RECORDER. THIS PLAT OF ANNEXATION DOES NOT CONSTITUTE A LEGAL BOUNDARY SURVEY, AND IS NOT INTENDED TO BE USED AS A MEANS OF ESTABLISHING OR VERIFYING PROPERTY BOUNDARY LINES.

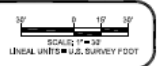
**PRELIMINARY**

JODEL GREIN DATE  
STATE OF CO. DRADD • P. 26, NO. 38978  
FOR HOLLAND CONSULTING ENGINEERS  
400 HOBBS BLVD. - SUITE A  
BRAND JUNCTION, CO. 81607

**THIS IS NOT A BOUNDARY SURVEY**

**NOTICE:**  
ADHERING TO COLORADO LAW ANY LEGAL ACTION BASED UPON ANY DEFECT FOUND IN THIS SURVEY MUST COMMENCE WITHIN THREE (3) YEARS AFTER THE DISCOVERY OF SUCH DEFECT, IN NO EVENT MAY ANY ACTION BE BASED UPON ANY DEFECT FOUND IN THIS SURVEY BE COMMENCED MORE THAN TEN (10) YEARS FROM THE DATE OF THE CERTIFICATE SHOWN HEREON.

DRAWN BY: JAW DATE: 09/20/23  
DESIGNED BY: JAW DATE: 09/20/23  
CHECKED BY: JAW DATE: 09/20/23



**PUBLIC WORKS ENGINEERING DIVISION**

**ADAMS ENCLAVE ANNEXATION**  
Located in the NE1/4, SW1/4 SECTION 25, TOWNSHIP 1 SOUTH, RANGE 1 WEST, UTE MERIDIAN COUNTY OF MESA, STATE OF COLORADO



**Grand Junction City Council**

**Regular Session**

**Item #2.b.ii.**

**Meeting Date:** September 20, 2023  
**Presented By:** Daniella Acosta, Senior Planner  
**Department:** Community Development  
**Submitted By:** Daniella Stine

**Information**

**SUBJECT:**

Introduction of an Ordinance for Annexation of 23.35 Acres and an Ordinance Zoning of Approximately 9.26 Acres from County C-2 (General Commercial District) to City C-2 (General Commercial) Located at 232 27 1/4 Road through 241 27 1/4 Road and 2739 Highway 50, and Zoning of Approximately 2.02 Acres from County RSF-4 (Residential Single Family - 4 dwelling units per acre) to City C-2 Located at 2736 1/2 B 1/4 Road and 2735 Highway 50, and Zoning of Approximately 0.51 Acres from County RSF-4 to City R-8 (Residential 8 du/ac) Located at 2736 B 1/4 Road for the Tallman Enclave Annexation, and Setting a Public Hearing for October 4, 2023

**RECOMMENDATION:**

Staff recommends introducing the proposed ordinances and setting a hearing for October 4, 2023 for the Tallman Enclave Annexation and Zone of Annexation. Planning Commission heard the request for the zone of annexation at their September 12 meeting and voted (X-X) to recommend approval.

**EXECUTIVE SUMMARY:**

A request to annex 23.35 acres of enclaved properties, located at 232 27 1/4 Rd through 241 27 1/4 Rd, 2739 Hwy 50, 2736 1/2 B 1/4 Rd and 2735 Hwy 50, and 2736 B 1/4 Rd. The Tallman Enclave consists of 20 commercial lots with a variety of businesses ranging from contractor shops, automotive services and mini-storage, and three residential lots with existing single-family residences, along with 11.56 acres of US Hwy 50 and frontage road, B 1/2 Rd and 27 1/4 Rd public right-of-way.

Under the 1998 Persigo Agreement with Mesa County, the City is to annex all Enclave areas at five (5) years. State law allows a municipality to annex enclave areas unilaterally after they have been enclaved for a period of three (3) years. The Tallman Enclave has been enclaved since June 17, 2018. Under the 1998 Persigo Agreement with Mesa County, the City is to annex all Enclave areas within five (5) years. State law

allows a municipality to annex enclave areas unilaterally after they have been enclaved for a period of three (3) years.

This is also a request to zone 11.79 acres of the 23.35-acre Tallman Enclave Annexation, consisting of 20 commercial lots and two residential lots, totaling 11.28 acres to a C-2 zone district, and one residential lot totaling 0.51 acres to R-8. The C-2 zoning implements the City’s 2020 One Grand Junction Comprehensive Plan Land Use Map that designates approximately 11.28 acres of the 23.35-acre annexation area as Commercial. The R-8 zoning implements the City’s 2020 One Grand Junction Comprehensive Plan Land Use Map that designates approximately 0.51 acres of the 23.35-acre annexation area as Residential Medium. Both are included in this staff report.

**BACKGROUND OR DETAILED INFORMATION:**

In 1998 the Mesa County Board of Commissioners and the Grand Junction City Council adopted the “Persigo Agreement”. This agreement established an Urban Development Boundary and set a policy that before new development could occur within that boundary, the property must be annexed into the City. As annexation occurs, enclaves of land that remain in the County may be created. Enclaves are defined as areas of unincorporated properties that are entirely surrounded by property that is within the City limits. The Persigo Agreement requires that all enclaves be annexed within five years of creation and in accordance with state annexation laws. On May 16, 2018, the City annexed two properties located at 2734 B 1/4 Road and 2723 Hwy 50, referred to as the Tallman Annexation. This annexation created the enclave of land that remained in the County, which included the 23 properties being considered as part of the Tallman Enclave Annexation. These properties have been enclaved since June 17, 2018.

The proposed Tallman Enclave Annexation includes 23 properties – 20 commercial properties located at 232 27 ¼ Rd through 241 ¼ Rd and 2739 Hwy 50, and three properties with existing residential uses located at 2736 ½ B ¼ Rd, 2736 B ¼ Rd, and 2735 Hwy 50, as well as 11.56 acres of public right-of-way along US Hwy 50, the US Hwy 50 frontage road, a portion of the B ½ Rd bridge and 27 ¼ Rd, and is eligible to be annexed and is proposed as the Tallman Enclave Annexation.

The C-2 and R-8 zoning implement the City’s 2020 One Grand Junction Comprehensive Plan Land Use Map that designates this area as Commercial and Residential Medium, respectively. The annexation area consists of the 19 commercial lots within the of the Orchard Mesa Commercial Park and one commercial lot outside the commercial business park at 2739 Hwy 50, conforming to the C-2 zone district, as well as three residential lots outside that commercial subdivision.

The C-2 Commercial zoning implements the City’s 2020 One Grand Junction Comprehensive Plan Land Use Map that designates the property as Commercial and part of the US Hwy 50 “Commercial Corridor Area” in the Area Specific Policies of the Plan.

The schedule for the annexation and zoning is as follows:

- Notice of Intent to Annex (30 Day Notice), Exercising Land Use – August 16, 2023
- Planning Commission considers Zone of Annexation – September 12, 2023
- Introduction of Proposed Ordinances for Annexation and Zoning by City Council – September 20, 2023
- Public Hearing on Annexation and Zoning by City Council – October 4, 2023
- Effective date of Annexation and Zoning – November 5, 2023

The request for zoning is being considered concurrently by City Council with the Zone of Annexation request and both are included in this staff report.

### **ENCLAVE ANNEXATION**

The proposed Tallman Enclave Annexation consists of 23 properties at the following addresses: 232 27 ¼ Rd, 235 27 ¼ Rd #D, 235 27 ¼ Rd #C, 235 27 ¼ Rd #B, 235 27 ¼ Rd #A, 237 27 ¼ Rd #I, 237 27 ¼ Rd #II, 237 27 ¼ Rd #III, 237 27 ¼ Rd #IV, 239 27 ¼ Rd #1, 239 27 ¼ Rd #2, 239 27 ¼ Rd #3, 239 27 ¼ Rd #4, 239 27 ¼ Rd #5, 240 27 ¼ Rd, 241 27 ¼ Rd #1, 241 27 ¼ Rd #2, 241 27 ¼ Rd #3, 241 27 ¼ Rd #4, 2739 Hwy 50, 2736 ½ B ¼ Rd, 2735 Hwy 50 and 2736 B ¼ Rd. The enclave area consists of 23.35 acres, 11.79 acres of which are private property and 11.56 acres of public right-of-way for portions of US Hwy 50 and frontage road, B ½ Rd, and 27 ¼ Rd. The annexation area is developed at urban densities and has all urban services existing. It is located within Tier 1 on the Intensification and Growth Tiers Map of the Comprehensive Plan.

### **ZONE OF ANNEXATION**

Approximately 11.78 acres of private property within the 23.25-acre enclave area is included in the zone of annexation. The proposed zoning for 11.28 acres of private property is C-2 (General Commercial). The proposed zoning for the remaining 0.51 acres of private property is R-8 (Residential 8 du/ac). The C-2 zoning implements the City's One Grand Junction Comprehensive Plan Land Use Map that designates 11.28 acres within the enclave area as Commercial. The R-8 zoning implements the City's One Grand Junction Comprehensive Plan Land Use Map that designates 0.51 acres within the enclave area as Residential Medium.

The commercial properties are currently zoned in the county as C-2 and the residential properties are currently zoned in the county as RSF-4. All the commercial properties and two of the three residential properties (2736 ½ B ¼ Rd and 2735 Hwy 50) within the annexation area have a land use designation of commercial. These two of the parcels have developed residential structures that will be legally non-conforming in the C-2 zone district when annexed into the City. The remaining residential property has a land use designation of Residential Medium. The proposed zoning of C-2 is consistent with the Commercial Land Use category and the proposed R-8 zoning is consistent with

the Medium Residential Land Use category of the Comprehensive Plan. The surrounding zoning of the properties in the commercial park and 2739 Hwy 50 is C-2 to the east, west and the south and C-1 and R-8 to the north, separated by US Hwy 50. The surrounding zoning of the residential lots is R-8 to the south and C-2 to the east, C-2 and R-8 west, and C-2 to the north.

Zoning will be considered in a future action by City Council and requires review and recommendation by the Planning Commission. The annexation area is developed at urban densities and has all urban services existing. It is located within Tier 1 on the Intensification and Growth Tiers Map of the Comprehensive Plan.

In addition to the C-2 zoning as proposed by the City for properties located at 232 27 ¼ Rd through 241 27 ¼ Rd, 2739 Hwy 50, 2736 ½ B ¼ Rd and 2735 Hwy 50, the following zone districts would also be consistent with the proposed Comprehensive Plan designation of commercial.

- Mixed Use (M-U)
- Business Park (B-P)
- Industrial Office Park (I-O)
- Light Commercial (C-1)
- Mixed Use Residential, High Intensity (MXR-8)
- Mixed Use General, Low, Medium and High Intensity (MXG-3,5,8)
- Mixed Use Shopfront, Low, Medium, High Intensity (MXS-3,5,8)
- Mixed Use Opportunity Corridors (MXOC)

In addition to the R-8 zoning as proposed by the City for the property located at 2736 B ¼ Rd, the following zone districts would also be consistent with the proposed Comprehensive Plan designation of Residential Medium.

- Residential 8 du/ac (R-8)
- Residential 12 du/ac (R-12)
- Community Services and Recreation (CSR)
- Mixed Use Residential, Low Intensity (MXR-3)
- Mixed Use General, Low Intensity (MXG-3)

**NOTIFICATION REQUIREMENTS**

Notice was completed consistent with the provisions in Section 21.02.080 (g) of the City’s Zoning and Development Code. The subject property was posted with an application sign on February 17, 2023. Mailed notice of the public hearings before Planning Commission and City Council in the form of notification cards was sent to the enclaved properties and surrounding property owners within 500 feet of the enclaved area on March 3, 2023. The notice of the Planning Commission public hearing was published March 7, 2023, in the Grand Junction Daily Sentinel. An online hearing with an opportunity for public comment was held between September 5, 2023 and

September 11, 2023, online at GJSpeaks.org. Note that the GJ Speaks online hearing reported incorrect numbers on the respective acreages for the private properties receiving a C-2 zoning since an earlier iteration of the annexation map reported 10.76 acres of public right-of-way, instead of 11.56 acres. The annexation map and the legal descriptions, as well as these figures, have since been revised and are reflected in this staff report.

A neighborhood meeting was held in person on June 20, 2023, with the impacted property owners. City representatives from Community Development, Public Works, and Grand Junction Fire Department were present, as well as eight property owners. Staff provided information about the two annexations, discussed the proposed zoning of C-2 and R-8, impacts on the properties, an overview of City services property owners can expect, as well as the hearing schedule. Questions from property owners included annexation impacts on existing uses, taxes, and requirements for annexations.

## **ANALYSIS**

### **Annexation Analysis**

The proposed annexation is an enclave completely surrounded by existing City limits since March 18, 2018. Under the 1998 Persigo Agreement with Mesa County, the City is to annex all enclave areas within five (5) years. State law allows a municipality to annex enclave areas unilaterally after they have been enclaved for a period of three (3) years. Staff has found, based on knowledge of applicable state law, including the Municipal Annexation Act, that the enclaved area is eligible to be annexed.

### **Zone of Annexation Analysis**

The criteria for review are set forth in Section 21.02.140 (a) and include that the City may rezone property if the proposed changes are consistent with the vision, goals and policies of the Comprehensive Plan and must meet one or more of the following rezone criteria as identified:

- (1) Subsequent events have invalidated the original premises and findings; and/or

The City is exercising its rights under state annexation laws to annex these properties after they have been enclaved by the city for more than three years and seeks to zone them in conformance with existing land use conditions and in conformance with the 2020 One Grand Junction Comprehensive Plan. The proposed zone district of C-2 and R-8 are compatible with the Comprehensive Plan Land Use Map designations of Commercial and Residential Medium (5.5 to 12 du/ac), respectively. Since these properties are currently in the county, the annexation of these properties is a subsequent event that will invalidate one of these original premises, a county zoning designation. Therefore, it has been found that this criterion has been met.

- (2) The character and/or condition of the area has changed such that the amendment is consistent with the Plan; and/or

The character or condition of the area has been changing over the past 20 years or

more with the annexation of surrounding properties being annexed into the City for a mixture of commercial and residential development at urban densities. This annexation area has already seen urbanization with the existing 20 commercial lots that are part of this annexation. The infill development occurring throughout the US Hwy 50 commercial corridor area within Orchard Mesa is realizing much of that growth. There has been a substantial amount of development activity around the annexation area over the last six years. Recent development activity includes four annexations (ANX-2017-451, ANX-2019-384, ANX-2021-153, ANX-2022-503) of areas totaling 19.62 acres, a medium density residential development of 55 homes on 12.86 acres (SUB-2022-161, SUB-2022-334), a townhome subdivision of 31 units (SUB-2023-133), two lot splits and a rezone (SSU-2021-155, SUB-2023-156, RZN-2022-110), as well as several retail and commercial developments (COU-2023-139, SPN-2018-655, SPN-2023-163, SPN-2021-180) in the immediate area.

Additionally, the 2020 Comprehensive Plan identifies the properties located at 2736 ½ B ¼ Rd and 2735 Hwy 50 for future commercial land uses, a major change from the existing single-family detached development found in the county zoning of RSF-3 and the current use of the property. Therefore, this criterion has been met.

(3) Public and community facilities are adequate to serve the type and scope of land use proposed; and/or

Existing public and community facilities and services are available in close proximity to the annexation area. These services are sufficient to serve land uses associated with the C-2 and R-8 zone districts. Nearby urban services include grocery and other retail goods and services available north of US Hwy 50 less than 2 miles to the northeast. Water and sewer services are available. This property is within the Ute Water District service area. The area is served by Grand Valley Power Energy. The properties are currently within the Persigo 201 Sewer Service Area and have a 24-inch water line in B ¼ Rd right-of-way with available capacity to accommodate future development of these properties. There is an 8-inch sanitary sewer line in B ¼ Rd, 27 ¼ Rd and US 50 frontage Rd adjacent to the annexation area. This enclave area is in the Grand Junction Rural Fire Protection District which is served by the Grand Junction Fire Department through a contract with the district. Staff has found the public and community facilities are adequate to serve the type and scope of urban land uses that exist. Therefore, this criterion has been met.

(4) An inadequate supply of suitably designated land is available in the community, as defined by the presiding body, to accommodate the proposed land use; and/or

All but one of the subject properties included in the annexation are designated on the Comprehensive Plan Land Use Map as Commercial. The one subject property located at 2736 B ¼ Rd has a designation of Residential Medium. The surrounding areas have land use designations of Commercial, Residential Medium and Parks and Open Space. The direct zoning surrounding the annexation area is a combination of city C-2, PD and R-8. The vicinity contains R-8, R-4, and C-1 zone districts. As such, there is not a deficit

of zone districts that are also able to implement the Residential and Commercial land use designations. Therefore, it has been found that this criterion has not been met.

(5) The community or area, as defined by the presiding body, will derive benefits from the proposed amendment.

Annexation and zoning of the properties will create additional land within the City limits for city growth and it helps fill in the patchwork of unincorporated and/or urban area that is adjacent to the City limits. The annexation is also consistent with the City and County 1998 Persigo Agreement. The zone district of C-2 will provide an opportunity for industrial and commercial businesses consistent with the Comprehensive Plan to meet the needs of the growing community. The zone district of R-8 will provide an opportunity for additional medium density residential development consistent with the Comprehensive Plan. These principles are supported and encouraged by the Comprehensive Plan and furthers the plan's goal of fostering a vibrant, diverse, and resilient economy identified in Plan Principle 2: Resilient and Diverse Economy, found in Chapter 2 of the 2020 One Grand Junction Comprehensive Plan, and the goal for density/intensity identified in Plan Principle 3.d. Therefore, Staff finds that this criterion has been met. Therefore, it has been found that this criterion has been met.

### **Consistency with Comprehensive Plan**

The zoning requests of C-2 and R-8 are consistent with the Land Use Plan Map found in Chapter 3 of the Comprehensive Plan.

### **Chapter 3**

Intensification and Tiered Growth Plan. Subject property is located within Tier1 where the focus is on intensifying residential and commercial areas through infill and redevelopment. Development in this Tier 1, does not generally require the expansion of services of extension of infrastructure. Tier 1 includes portions of Orchard Mesa particularly along the commercial corridor, offering the most significant opportunities for Tier 1 infill development and growth.

Relationship to Existing Zoning. Requests to rezone properties should be considered based on the Implementing Zone Districts assigned to each Land Use Designation.

- Guide future zoning changes. Requests for zoning changes are required to implement the Comprehensive Plan.

Section 21.02.160 (f) of the Grand Junction Zoning and Development Code provides that the zoning of an annexation area shall be consistent with the adopted Comprehensive Plan and the criteria set forth. Though other zone districts that implement the Commercial Land Use and Residential Medium Land Use categories of the Comprehensive Plan could be considered, the C-2 zone district for properties located at 232 27 ¼ Rd through 241 27 ¼ Rd, 2739 Hwy 50, 2735 Hwy 50, and 2736 ½ B ¼ Rd, and the R-8 zone district for the property located at 2736 B ¼ Rd are consistent with the recommendation of the Comprehensive Plan. The properties located at 232 27 ¼ Rd through 241 27 ¼ Rd, 2739 Hwy 50, 2735 Hwy 50, and 2736 ½ B ¼ Rd



are surrounded on two sides by City C-2 zoning, while the property located at 2736 B ¼ Rd has more is surrounded by City R-8 zoning on two sides.

The existing residential land uses on 2736 ½ B ¼ Rd and 2735 Hwy 50 are legally nonconforming since prior to annexation the County zoning was residential single-family. Staff spoke with the landowner at 2736 ½ B ¼ Rd about the proposed C-2 commercial zoning and the property's existing residential land use. The owner was comfortable with the proposed zoning, knowing that the existing residential use could continue as a legal nonconforming use. The landowner for 2735 Hwy 50 was not present at the Neighborhood Meeting but did receive notice of the meeting time and date.

### **RECOMMENDATION AND FINDINGS OF FACT**

After reviewing the Tallman Enclave Zone of Annexation, ANX-2023-263 request for the properties located at 232 27 ¼ Rd, 235 27 ¼ Rd #D, 235 27 ¼ Rd #C, 235 27 ¼ Rd #B, 235 27 ¼ Rd #A, 237 27 ¼ Rd #I, 237 27 ¼ Rd #II, 237 27 ¼ Rd #III, 237 27 ¼ Rd #IV, 239 27 ¼ Rd #1, 239 27 ¼ Rd #2, 239 27 ¼ Rd #3, 239 27 ¼ Rd #4, 239 27 ¼ Rd #5, 240 27 ¼ Rd, 241 27 ¼ Rd #1, 241 27 ¼ Rd #2, 241 27 ¼ Rd #3, 241 27 ¼ Rd #4, and 2739 Hwy 50 from County C-2 (General Commercial District) to City C-2 (General Commercial), and for properties located at 2736 ½ B ¼ Rd and 2735 Hwy 50 from County RSF-4 (Residential Single Family – 4 dwelling units per acre) to City C-2, and for the property located at 2736 B ¼ Rd from County RSF-4 to City R-8 (Residential 8 du/ac), the following findings of facts have been made:

1. The request conforms with Section 21.02.140 of the Zoning and Development Code.
2. The request is consistent with the vision (intent), goals and policies of the Comprehensive Plan.

Therefore, Planning Commission recommended approval of the request.

### **FISCAL IMPACT:**

This area is already developed. City services are supported by a combination of property taxes and sales/use taxes. The revenue generated from City property taxes will be \$15,277. Sales and use tax revenues will be dependent on consumer spending on City taxable items for residential uses.

**Utilities** - Water and sewer services are available to this property. This property is within the Ute Water District service area. The property is currently within the Persigo 201 Sewer Service Area and sewer service is already available on 27 ¼ Road, Frontage Rd, and B ¼ Rd. No annexation impacts on sewer service.

**Fire Department** - This enclave area is in the Grand Junction Rural Fire Protection District, which is served by the Grand Junction Fire Department through a contract with the district. The rural fire district collects a 9.6560 mill levy that generates property tax

revenue of \$18,440 per year based on an assessed value of \$1,909,650 for the parcels in the enclave. No changes in fire protection and emergency medical response are expected due to this enclave annexation. Primary response is from Fire Station 4 at 2884 B ½ Road and from that location response times are within National Fire Protection Association guidelines. Fire Station 4 has the capacity to handle calls for service resulting from this annexation.

**Police Department** - Based on the proposed annexations here, the expected impact on the need for additional officers is zero to maintain our current ratio of .0021 officers (authorized)/city resident (67,000 residents) per resident of Grand Junction. The annexation will have an impact on calls for service, but it is expected the impact will be minimal based upon only one single residential property and some potential crime related calls for service of burglaries, thefts and frauds on the commercial properties. However, considering expected population increases from other residential projects this year that increased the needed for additional officers, those increases should balance with any needs to the Department from this project.

**Public Works** - The annexation takes in 700 feet of Hwy 50 Frontage Road that is maintained by CDOT. The annexation also takes in 500 feet of local road 27 1/4 Road with a pavement condition index (PCI) of less than 40. There is no curb and gutter and no storm drain facilities other than a few culverts. There are also no street lights. Street sweeping and minimal storm drain maintenance in the borrow ditch is estimated at \$200 per year. An overlay/minor street reconstruction of the 19,670 square feet of pavement surface on 27 ¼ Rd is anticipated within 5 years and is estimated at \$88,000.

**SUGGESTED MOTION:**

I move to introduce an ordinance annexing the Tallman Enclave Annexation and an ordinance zoning 9.26 acres of the Tallman Enclave Annexation to C-2 (General Commercial) zone district from Mesa County C-2 (General Commercial District), zoning 2.02 acres of the Tallman Enclave Annexation to C-2 zone district from Mesa County RSF-4 (Residential Single Family – four dwelling units per acre), and zoning 0.51 acres of the Tallman Enclave Annexation to R-8 (Residential 8 du/ac) from Mesa County RSF-4, and set a public hearing for October 4, 2023.

**Attachments**

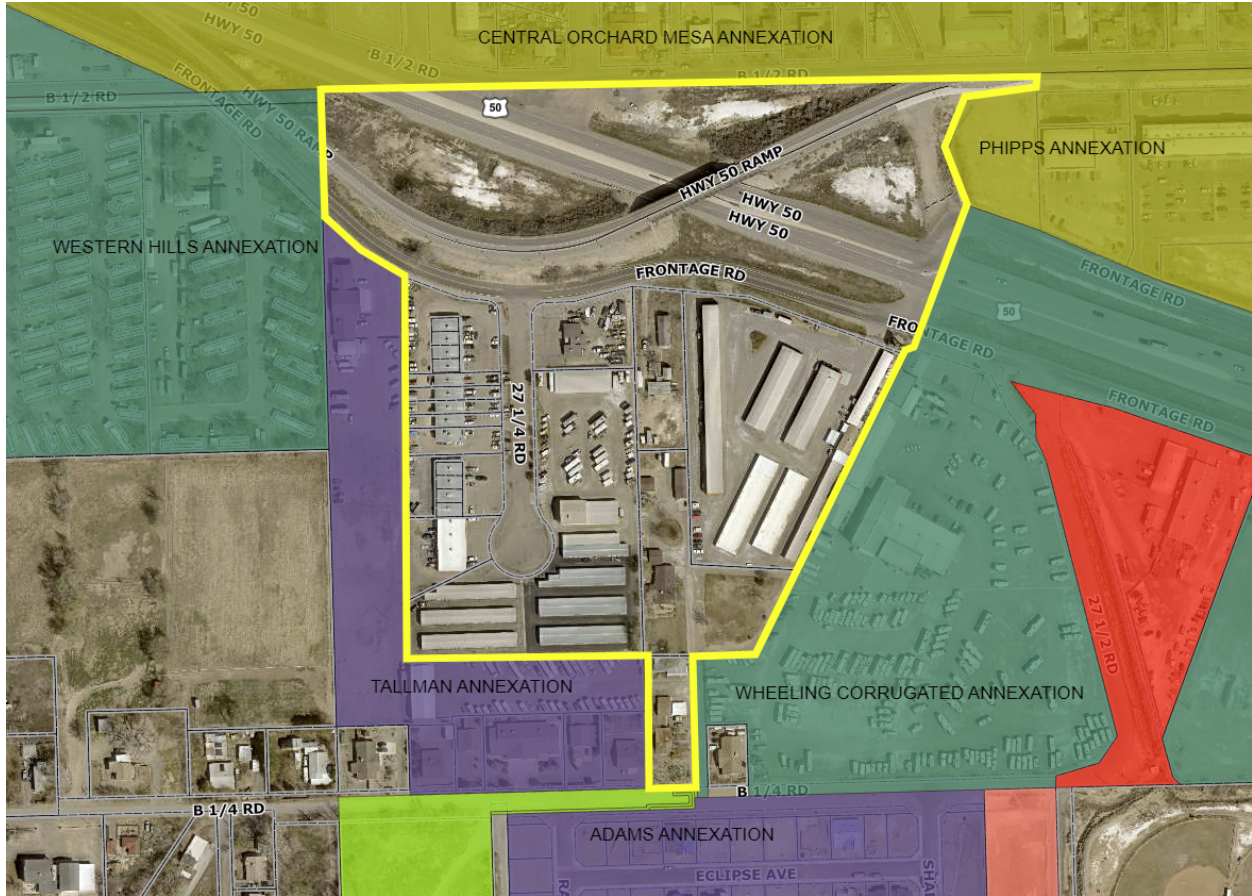
- 1. General Project Report - Tallman Enclave
- 2. Neighborhood Meeting Documentation
- 3. Annexation Schedule Table - Tallman Enclave Annexation
- 4. Enclave Annexation Property Data
- 5. First Letter of Annexation Notice to Property Owners
- 6. Letter of Annexation Notice to Property Owners
- 7. Maps and Street Photos
- 8. 2018 Letter to properties being enclaved by Tallman Annex
- 9. Tallman-Enclave-Annexation Map REV2

10. Acreage Breakdown Revised
11. Tallman Enclave Annexation Ordinance
12. ORD-Zoning Tallman Enclave Annexation

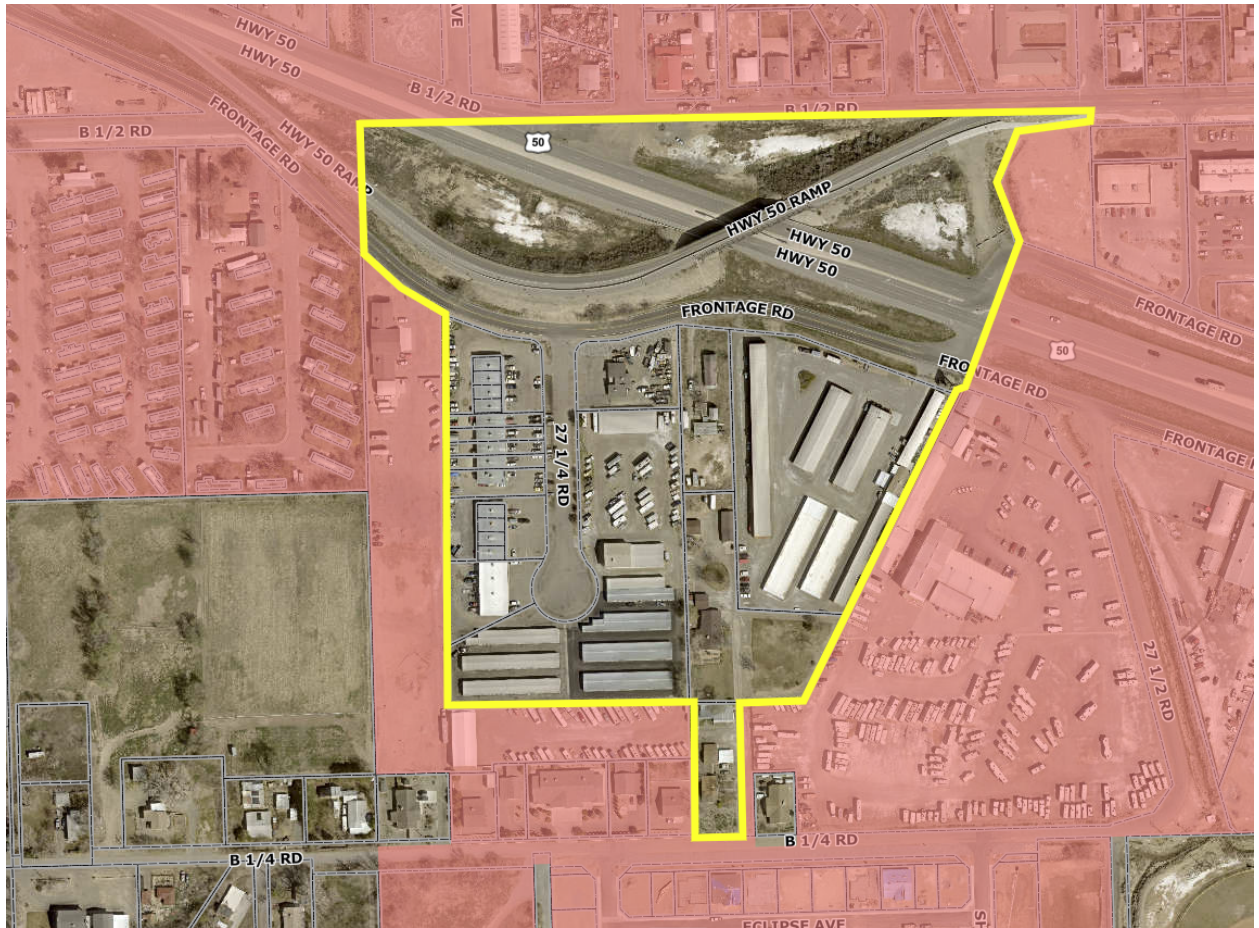
# General Project Report

## Tallman Enclave Annexation

In June 2018 the Tallman Annexation completed the 100% of surrounding the area proposed as the Adams Enclave by city limits. Five years have past and as required under the 1998 Persigo Agreement, enclaves will be annexed 3 to 5 years of being completely surrounded by the City.



**Annexations surrounding the Adams Enclave Annexation Area**



ACE AUTOMOTIVE OF GRAND  
JUNCTION LLC  
241 27 1/4 RD STE 3 & 4  
GRAND JUNCTION CO 81503

CRABTREE RICHARD CALVIN JR  
2738 B 1/4 RD  
GRAND JUNCTION CO 81503

GARCIA ANTHONY D  
GARCIA KARLENE  
10339 W HINSDALE CT  
BOISE ID 83704

GERHART SCOTT WAYNE  
2735 HIGHWAY 50  
GRAND JUNCTION CO 81503

HWY 50 SELF STORAGE LLC  
HWY 50 SELF STORAGE PARKING LLC  
9515 HILLWOOD DR  
LAS VEGAS NV 89134

JMS PROPERTIES LLC  
580 GREENFIELD CIR W  
GRAND JUNCTION CO 81504

JOYCE LUSTER LLC  
2730 B 1/2 RD UNIT B  
GRAND JUNCTION CO 81503

MCLAUGHLIN STEPHEN R  
2736 1/2 B 1/4 RD  
GRAND JUNCTION CO 81503

STODDART KEITH D  
2736 B 1/4 RD  
GRAND JUNCTION CO 81503

SURGES ALAN DONALD  
9055 E CONQUISTADORES DR  
SCOTTSDALE AZ 85255

SURGES ANN  
THOMPSON LORI ANN  
4195 HIGHWAY 50  
WHITEWATER CO 81527

THOMPSON ZANE F  
THOMPSON LORI  
545 RED TAIL CT  
WHITEWATER CO 81527

TOP TIER PROPERTIES LLC  
1902 O RD  
FRUITA CO 81521

WALKER DEJOHN  
WALKER AMY M  
2829 NORTH AVE STE 109  
GRAND JUNCTION CO 81501

OCCUPANT  
241 27 1/4 RD #2  
GRAND JUNCTION CO 81503

OCCUPANT  
239 27 1/4 RD #2  
GRAND JUNCTION CO 81503

OCCUPANT  
239 27 1/4 RD #5  
GRAND JUNCTION CO 81503

OCCUPANT  
237 27 1/4 RD #IV  
GRAND JUNCTION CO 81503

OCCUPANT  
237 27 1/4 RD #III  
GRAND JUNCTION CO 81503

OCCUPANT  
239 27 1/4 RD #1  
GRAND JUNCTION CO 81503

OCCUPANT  
2739 HIGHWAY 50  
GRAND JUNCTION CO 81503

OCCUPANT  
232 27 1/4 RD  
GRAND JUNCTION CO 81503

OCCUPANT  
235 27 1/4 RD  
GRAND JUNCTION CO 81503

OCCUPANT  
241 27 1/4 RD STE 4  
GRAND JUNCTION CO 81503



## Neighborhood Meeting Notes

**Tallman Enclave and Adams Enclave Neighborhood Meeting** – held Tuesday, June 20, 2023 @ 5:30 PM

In attendance were city staff members:

David Thornton, Principal Planner  
Dani Acosta, Senior Planner  
Tim Lehrbach, Senior Planner  
Trent Prall, Public Works Director  
Gus Hendricks, Deputy Fire Chief

and 8 property owners representing eight of the twenty-three properties included in the proposed enclave annexations.

Attendees included:

Steve McLaughlin  
Rhonda Mock  
Zane Thompson  
Lori Thompson  
Kevin Green  
Noma  
Jeff  
Joyce Luster

Staff provided information about the two annexations, discussed the proposed zoning of C-2 and R-8 and how they will affect existing land uses, and talked about some of the city services they can expect following annexation including Spring Clean-up, Fall leaf pick-up, street maintenance and streetlights.

The property owners will be notified when the Public Hearings are scheduled. A notice will be sent to each of them regarding the hearing dates with Planning Commission and City Council.

Questions from property owners included:

- Annexation impacts on existing uses
- Annexation impacts on taxes
- Annexation and public hearing timelines
- Attendance requirements for public hearings



## TALLMAN ENCLAVE ANNEXATION SCHEDULE

<b>August 16, 2023</b>	Notice of Intent to Annex (30 Day Notice), Exercising Land Use
<b>Sept. 12, 2023</b>	Planning Commission considers Zone of Annexation
<b>Sept. 20, 2023</b>	Introduction of Ordinance on Annexation and Zoning by City Council
<b>October 4, 2023</b>	Public Hearing on Annexation and Zoning by City Council
<b>November 5, 2023</b>	Effective date of Annexation and Zoning

### ANNEXATION SUMMARY

<b>File Number:</b>	ANX-2023-263	
<b>Location:</b>	22 1/4 Road, B 1/4 Road & Hwy 50 (frontage Rd)	
<b>Tax ID Numbers:</b>	See list	
<b># of Parcels:</b>	23	
<b>Existing Population:</b>	7	
<b># of Parcels (owner occupied):</b>	3	
<b># of Dwelling Units:</b>	3	
<b>Acres land annexed:</b>	23.35	
<b>Developable Acres Remaining:</b>	1	
<b>Right-of-way in Annexation:</b>	10.76 acres (27 1/4 Road, B 1/4 Road), B 1/2 Rd, Hwy 50)	
<b>Previous County Zoning:</b>	C-2 and RSF-4	
<b>Proposed City Zoning:</b>	C-2 and R-8	
<b>Current Land Use:</b>	Commercial	
<b>Comprehensive Plan Land Use:</b>	Commercial	
<b>Values:</b>	<b>Assessed:</b>	\$1,909,650
	<b>Actual:</b>	\$6,042,940
<b>Address Ranges:</b>	232 - 241 27 1/4 Rd, 2735 Hwy 50, 2736 & 2736 1/2 B 1/4 Rd	
<b>Special Districts:</b>	<b>Water:</b>	Ute Water Conservancy District
	<b>Sewer:</b>	City of Grand Junction
	<b>Fire:</b>	GJ Rural Fire District
	<b>Irrigation/Drainage:</b>	Orchard Mesa Irrigation
	<b>School:</b>	District 51
	<b>Pest:</b>	Grand River Mosquito Control District
	<b>Other:</b>	Colorado River Water Conservancy

Annexation	Property Address	Acreage	Tax ID	Current Zoning	Comprehensive Plan Future Land Use	Proposed Zoning	Current Use	Existing Conditions / Notes
	241 27 1/4 RD #1	0.028696	2945-253-07-040	County C-2	Commercial	City C-2 (General Commercial)	Heavy Commercial/Contractor Shop	Unknown buiness
	241 27 1/4 RD #2	0.028696	2945-253-07-041	County C-2	Commercial	City C-2 (General Commercial)	Heavy Commercial/Contractor Shop	Unknown
	241 27 1/4 RD #3	0.028696	2945-253-07-042	County C-2	Commercial	City C-2 (General Commercial)	Heavy Commercial/Contractor Shop	Ace Automotive
	241 27 1/4 RD #4	0.028696	2945-253-07-043	County C-2	Commercial	City C-2 (General Commercial)	Heavy Commercial/Contractor Shop	Unknown
	239 27 1/4 RD #5	0.104795	2945-253-07-035	County C-2	Commercial	City C-2 (General Commercial)	Heavy Commercial/Contractor Shop	Vacant - For Rent
	239 27 1/4 RD #4	0.105071	2945-253-07-034	County C-2	Commercial	City C-2 (General Commercial)	Heavy Commercial/Contractor Shop	Vacant - For Rent
	239 27 1/4 RD #3	0.105344	2945-253-07-029	County C-2	Commercial	City C-2 (General Commercial)	Heavy Commercial/Contractor Shop	Here or There Automotive
	239 27 1/4 RD #2	0.105619	2945-253-07-032	County C-2	Commercial	City C-2 (General Commercial)	Heavy Commercial/Contractor Shop	Unknown
	239 27 1/4 RD #1	0.212063	2945-253-07-033	County C-2	Commercial	City C-2 (General Commercial)	Heavy Commercial/Contractor Shop	J & M Auto Body
	237 27 1/4 RD #IV	0.027146	2945-253-07-039	County C-2	Commercial	City C-2 (General Commercial)	Heavy Commercial/Contractor Shop	Unknown
Tallman Enclave	237 27 1/4 RD #III	0.027896	2945-253-07-038	County C-2	Commercial	City C-2 (General Commercial)	Heavy Commercial/Contractor Shop	Bledon Bros Carpentry

Annexation

237 27 1/4 RD #II	0.027901	2945-253-07-037	County C-2	Commercial	City C-2 (General Commercial)	Heavy Commercial/Contractor Shop	US Glass
237 27 1/4 RD #I	0.028918	2945-253-07-036	County C-2	Commercial	City C-2 (General Commercial)	Heavy Commercial/Contractor Shop	Xtract Environmental Services
235 27 1/4 RD #A	0.43413	2945-253-07-027	County C-2	Commercial	City C-2 (General Commercial)	Self-Storage	Unknown
235 27 1/4 RD #B	0.43413	2945-253-07-027	County C-2	Commercial	City C-2 (General Commercial)	Self-Storage	For Rent
235 27 1/4 RD #C	0.43413	2945-253-07-027	County C-2	Commercial	City C-2 (General Commercial)	Self-Storage	Out There Vans
235 27 1/4 RD #D	0.43413	2945-253-07-027	County C-2	Commercial	City C-2 (General Commercial)	Self-Storage	For Rent
232 27 1/4 RD	3.084679	2945-253-08-026	County C-2	Commercial	City C-2 (General Commercial)	Self-Storage	RV Storage/Self Storage
240 27 1/4 RD	0.566946	2945-253-08-027	County C-2	Commercial	City C-2 (General Commercial)	TBD	Office
2735 HIGHWAY 50	0.635741	2945-253-00-005	County RSF-4	Commercial	City C-2 (General Commercial)	Residential	Residence
2736 1/2 B 1/4 RD	1.400346	2945-253-00-103	County RSF-4	Commercial	City C-2 (General Commercial)	Residential	Residence
2736 B 1/4 RD	0.509049	2945-253-00-124	County RSF-4	Residential Medium	City R-8 (Residential 8 du/ac)	Residential	High Country Racing/Residence
2739 Hwy 50	3.414432	2945-253-00-101	County C-2	Commercial	City C-2 (General Commercial)	Self-Storage	Self-storage



**Neighborhood Meeting Scheduled**  
**June 20, 2023 @ 5:30 PM**  
**Mesa County Fair Grounds Community Building**

May 26, 2023

Dear Property Owner,

In 1998 the Mesa County Board of Commissioners and the Grand Junction City Council adopted the “Persigo Agreement”. This agreement established an urban growth boundary and set a policy that before new development could occur within that boundary, the property must be annexed into the City.

As annexation occurs, enclaves of land that remain in the County may be created. Enclaves are defined as areas of unincorporated properties that are entirely surrounded by property that is within the City. The Persigo Agreement requires that all enclaves be annexed within three to five years of creation, in accordance with state annexation laws.

Your property was either enclaved March 25, 2018 by the Adams Annexation or June 17, 2018 by the Tallman Annexation, (see map below).

The annexation and zoning schedule for both enclaves, to be known as the Adams Enclave Annexation and the Tallman Enclave Annexation has not been scheduled yet. You will be notified of the schedule for annexation and zoning when that has been determined.

The proposed zoning will be Residential 8 (R-8) with densities between 5.5 and 8 dwelling units per acre for areas of the enclave that are shown as Residential Medium on the Land Use Map and Commercial C-2 for areas shown as Commercial on the Land Use Map. The R-8 and C-2 zone districts implement the City’s 2020 One Grand Junction Comprehensive Plan Land Use Map. The Land Use Map designates this area a Residential Medium 5.5 to 12 dwelling units per acre and Commercial.

The annexation area consists of properties with existing development. The existing commercial development land uses are found to be in conformance with the proposed C-2 zone district. The residential land uses within the R-8 are an allowed use. Those residential uses in the C-2 will be legally nonconforming at the time of annexation, allowing them to continue as they are as a grandfathered land use.

**A Neighborhood Meeting has been scheduled for June 20, 2023 at 5:30 PM at the Community Building, Mesa County Fair Grounds, 2785 Hwy 50.** This meeting will

provide property owners the opportunity to learn more about annexation and zoning of their property before the City schedules public hearings for annexation and zoning.

If you have any questions about the proposed annexation or the proposed city zoning of Residential R-8 or Commercial C-2 for your property, please contact us, David Thornton, Principal Planner, at (970) 244-1450 or by e-mail to [davidth@gjcity.org](mailto:davidth@gjcity.org) or Dani Acosta, Senior Planner at (970) 256-4089, or by e-mail to [daniellaa@gjcity.org](mailto:daniellaa@gjcity.org) or

We encourage you to attend the neighborhood meeting on June 20<sup>th</sup> to learn about city annexation and zoning and how they will affect your property.

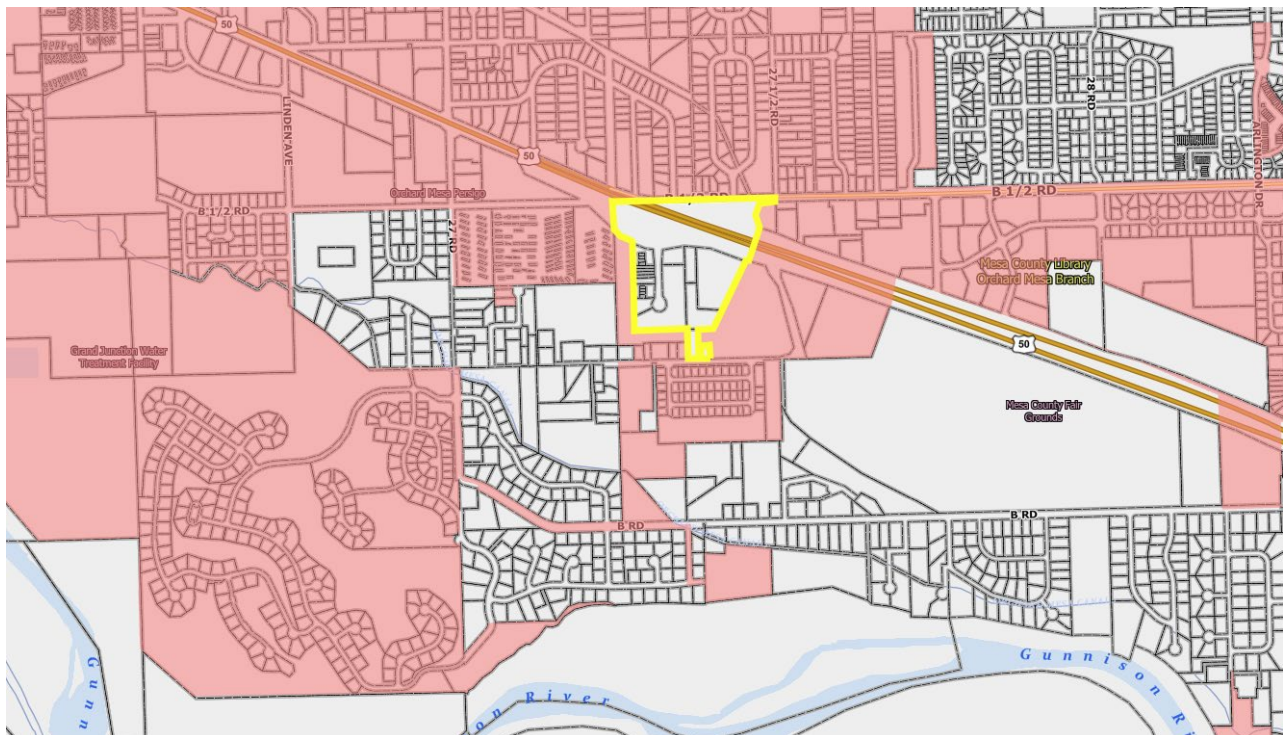
Please visit our website at [www.gjcity.org](http://www.gjcity.org) for information about the City of Grand Junction.

Sincerely,

Dave Thornton  
Principal Planner

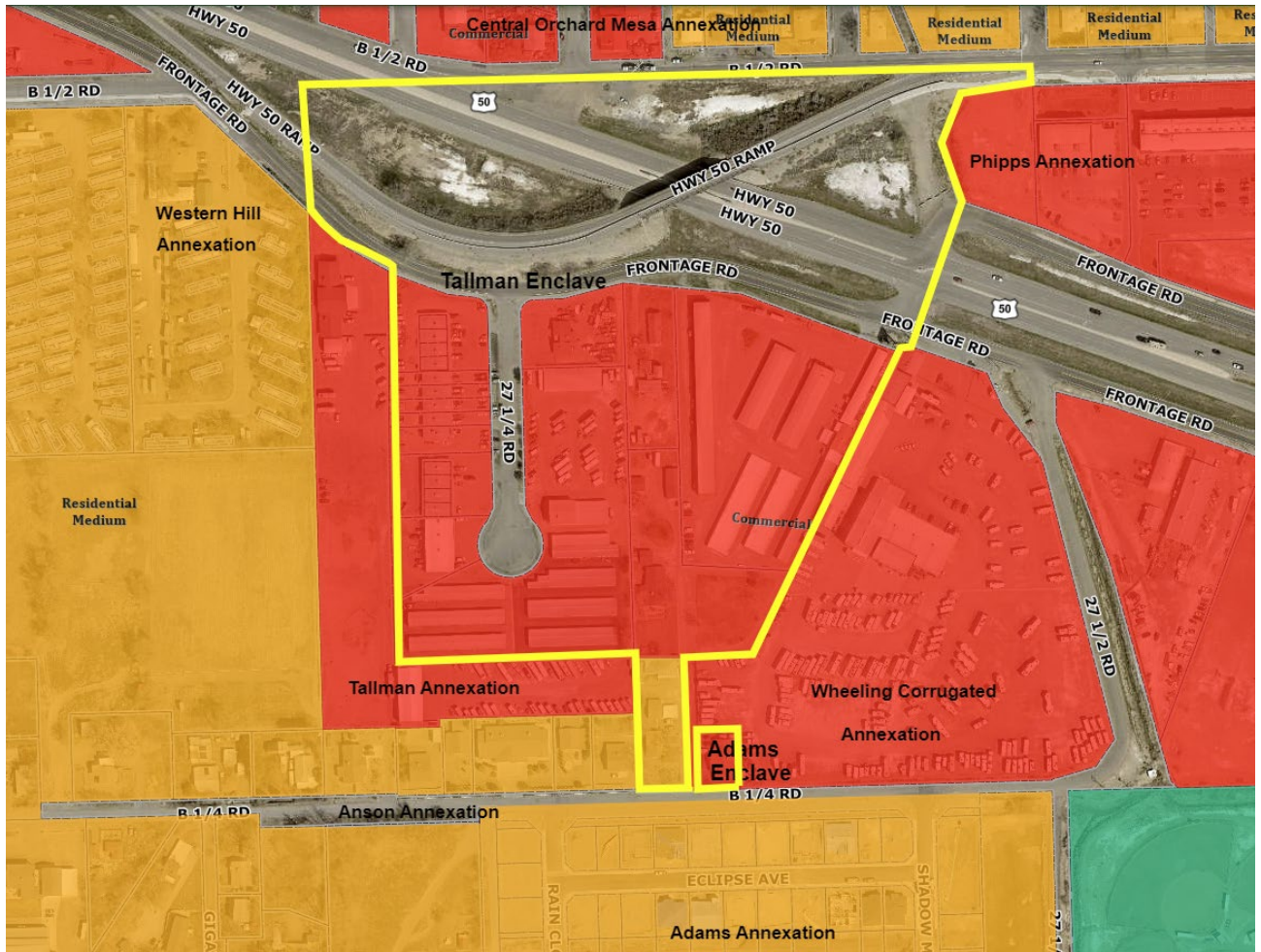
Daniella Acosta  
Senior Planner

CC: Tamra Allen, Community Development Director



**Vicinity Map showing City Limits**





**Comprehensive Plan Land Use Map – Future Land Uses**

**NOTES:**

Red = Commercial

Orange = Residential Medium



July 24, 2023

\_\_\_\_\_  
\_\_\_\_\_

Grand Junction, CO 81504

Dear Property Owner,

City staff met with several of you at a neighborhood meeting held June 20, 2023. At that meeting the annexation and zoning of your property was discussed. If you were unable to make that meeting, please feel free to reach out to us at your earliest convenience to discuss. Those in attendance were also told the City would send out a letter providing the annexation and zoning schedule when it was determined. The annexation and zoning are now scheduled. The schedule is provided below.

<b><i>ANNEXATION and ZONING SCHEDULE</i></b> <b>Adams Enclave and Tallman Enclave</b>	
<b>Aug. 16, 2023</b>	Notice of Intent to Annex (30 Day Notice to hearing), Exercising Land Use Immediately
<b>Sept. 12, 2023</b>	Planning Commission considers Zone of Annexation – Public Hearing
<b>Sept. 20, 2023</b>	1 <sup>st</sup> Reading on Annexation and Zoning by City Council
<b>Oct. 4, 2023</b>	Public hearing on Annexation and Zoning by City Council – 2 <sup>nd</sup> Reading
<b>Nov. 5, 2023</b>	Effective date of Annexation and Zoning

The proposed zoning will be Residential 8 (R-8) with densities between 5.5 and 8 dwelling units per acre for areas of the enclave that are shown as Residential Medium on the Land Use Map and Commercial C-2 for areas shown as Commercial on the Land Use Map. The R-8 and C-2 zone districts implement the City’s 2020 One Grand Junction Comprehensive Plan Land Use Map. The Land Use Map designates this area a Residential Medium 5.5 to 12 dwelling units per acre and Commercial.

The annexation area consists of properties with existing development. The existing commercial development land uses are found to be in conformance with the proposed C-2 zone district. The residential land uses within the R-8 are allowed uses. Those residential uses in the C-2 will be legally nonconforming at the time of annexation that will be allowed to continue as a legal non-conforming land use within the city.

If you have any questions about the proposed annexation or the proposed city zoning for your property, please contact Dani Acosta, Senior Planner, at (970) 256-4089, or by email at [daniellaa@gjcity.org](mailto:daniellaa@gjcity.org) or David Thornton, Principal Planner, at (970) 244-1450 or by e-mail to [davidth@gjcity.org](mailto:davidth@gjcity.org)

We encourage you to attend both public hearings, currently scheduled for September 12, 2023 with the Grand Junction Planning Commission to consider zoning and October 4, 2023 with the Grand Junction City Council to consider annexation and zoning.

Please visit our website at [www.gjcity.org](http://www.gjcity.org) for information about the City of Grand Junction.

Sincerely,

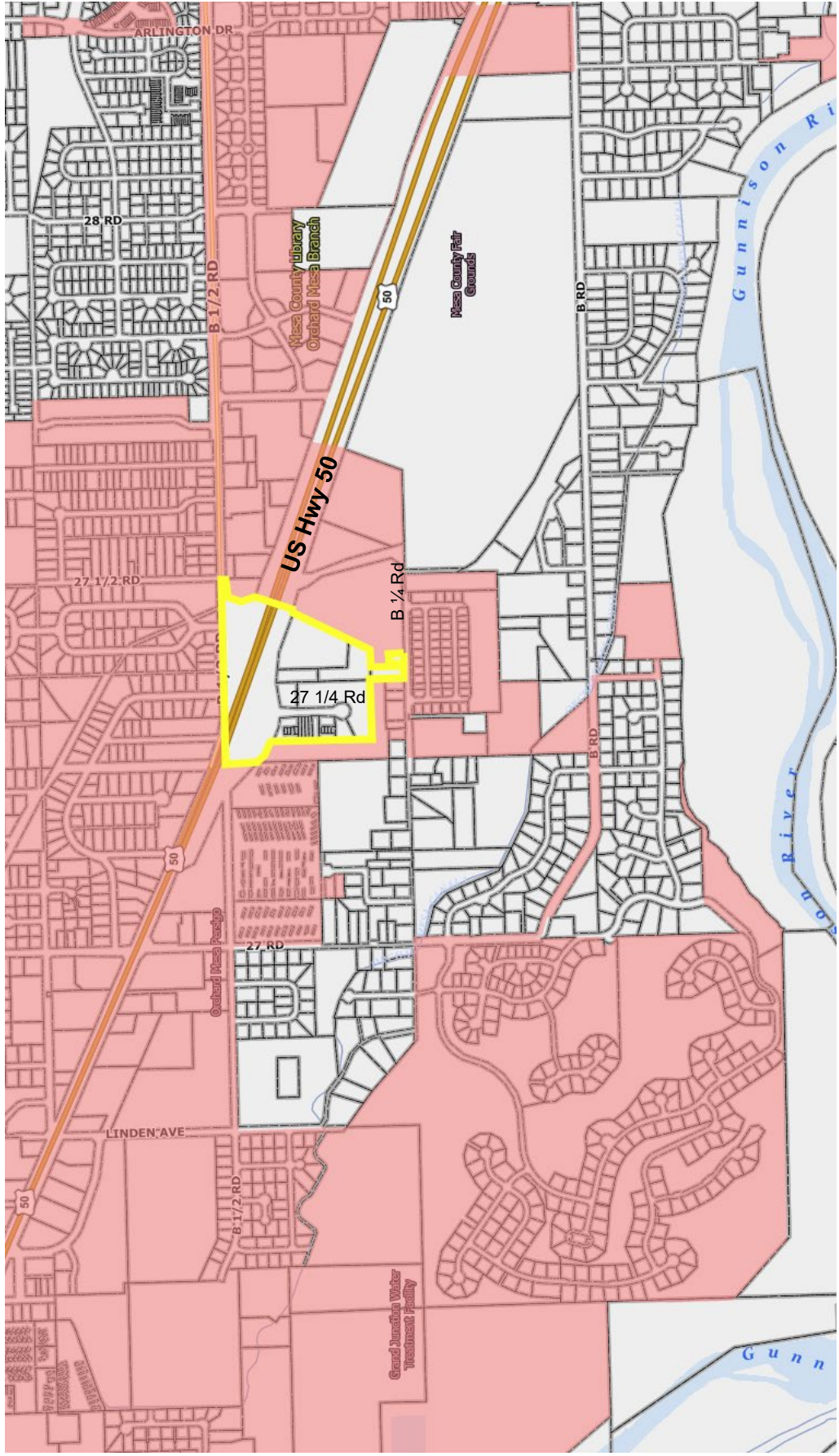
A handwritten signature in blue ink, appearing to read "Tamra Allen". The signature is fluid and cursive, with a large initial "T" and "A".

Tamra Allen  
Community Development Director

CC: Greg Caton, City Manager  
John Shaver, City Attorney

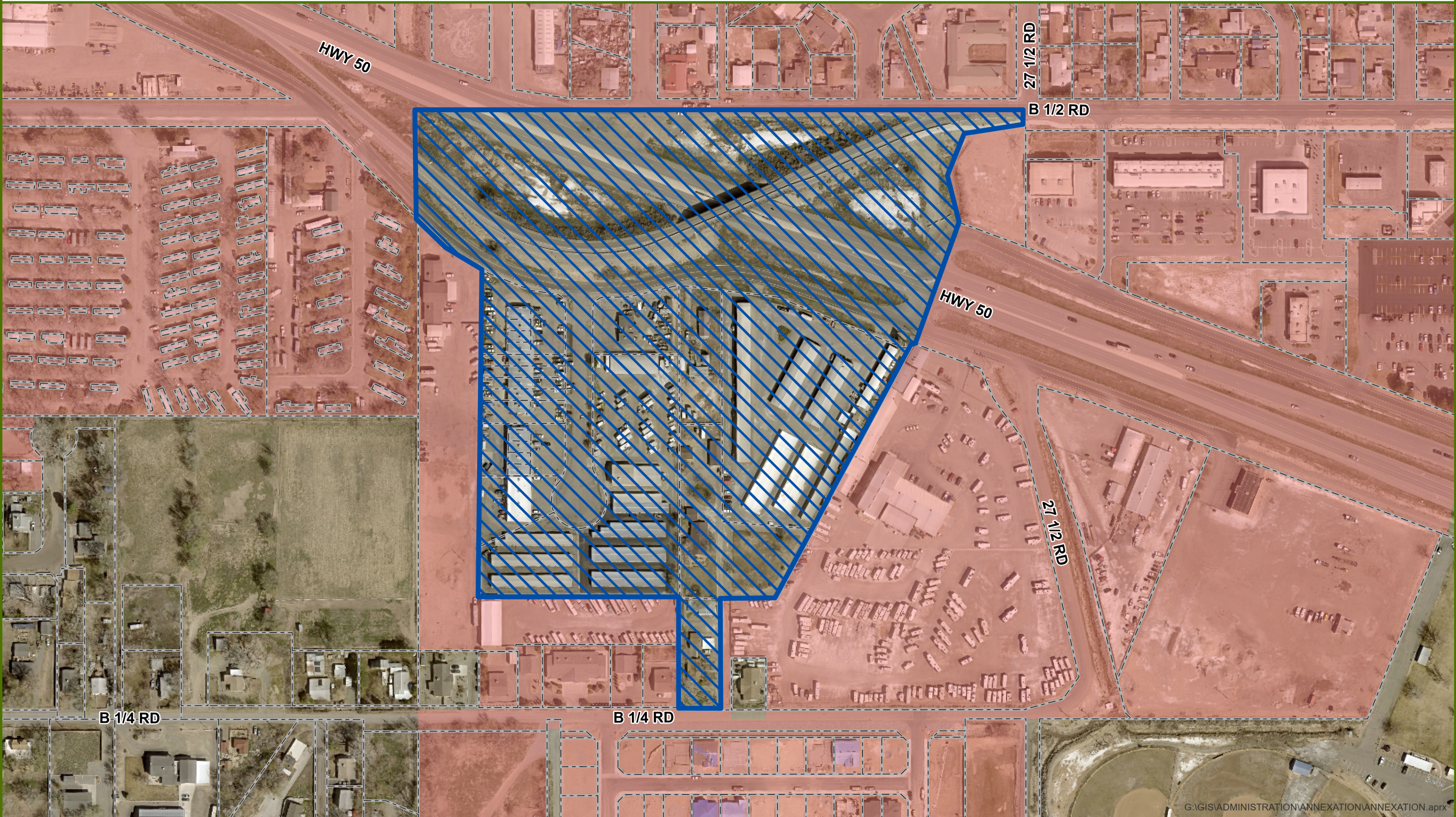
Enclosure (Map)







# TALLMAN ENCLAVE ANNEXATION



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0 0.05 0.1 Miles

 Tallman Enclave Annexation

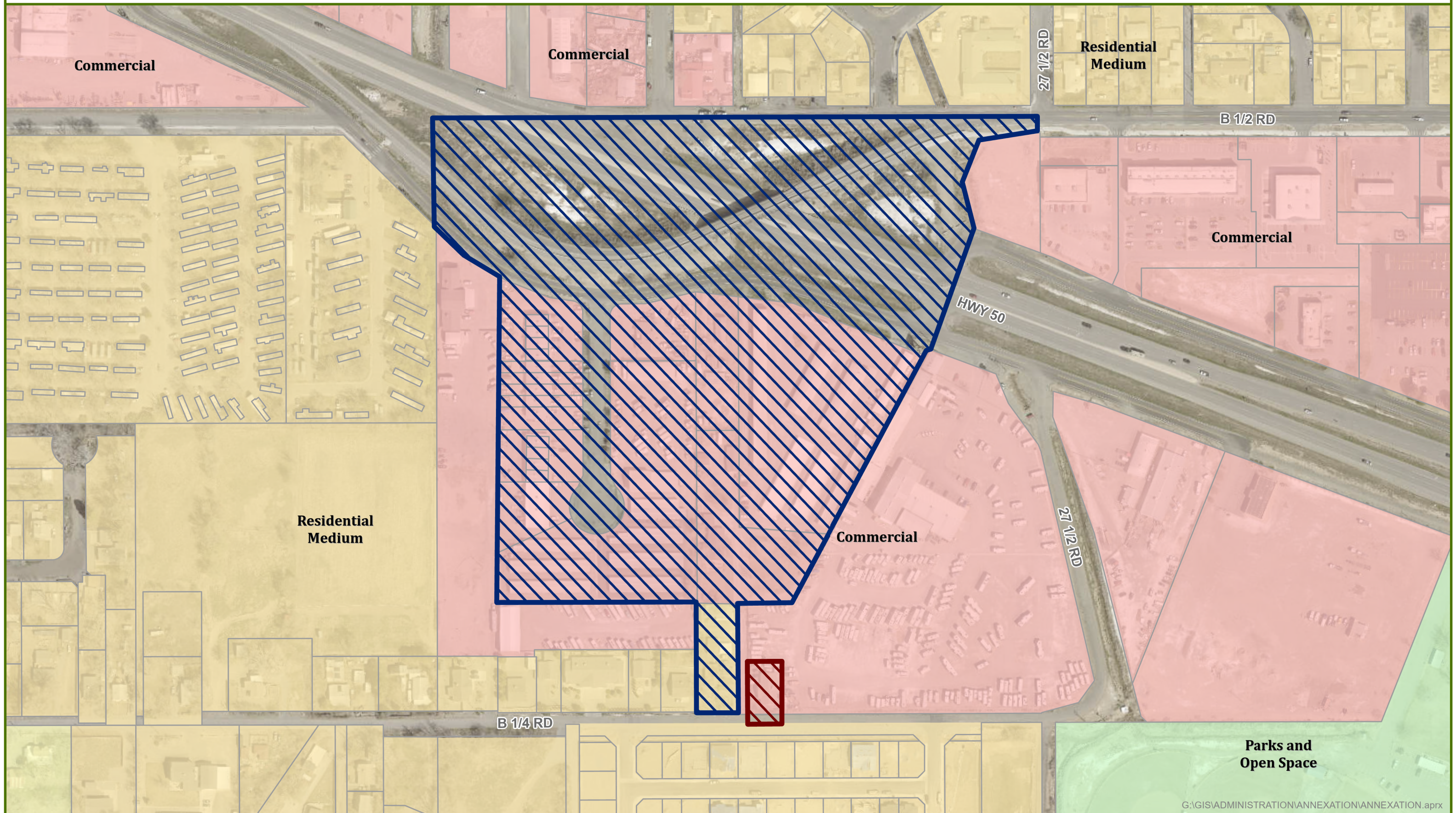
 City Limits



Date Created: 5/24/2023



# COMPREHENSIVE PLAN FUTURE LAND USE



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0 0.05 0.1 Miles



Adams Enclave Annexation



Tallman Enclave Annexation

Date Created: 5/24/2023







View of annexation area southeast of US-50 frontage road.



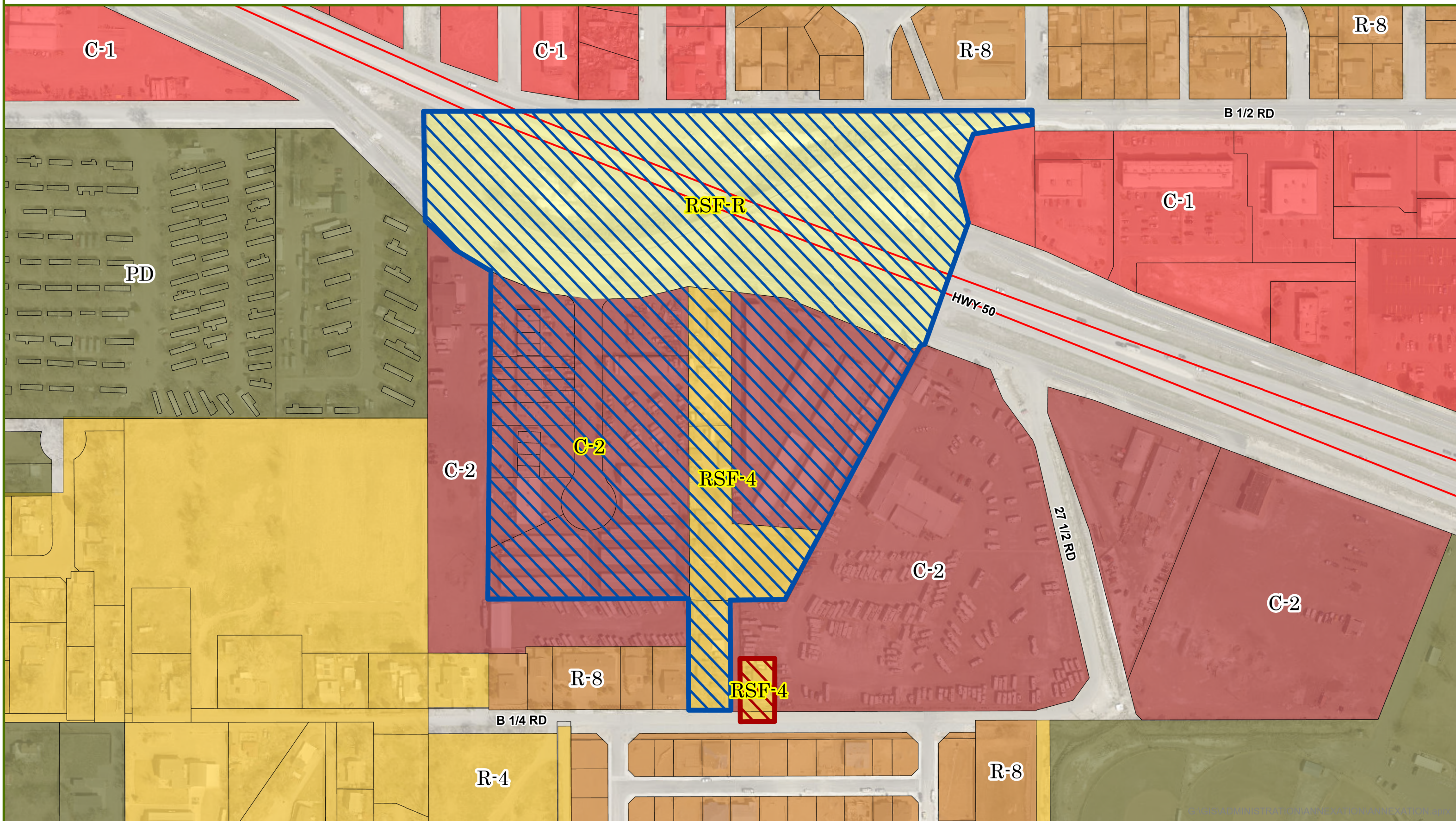
View of annexation area southwest of US-50 frontage road.



View of annexation area north of B ¼ Rd.



# Existing County and City Zoning



0 0.05 0.1 Miles

 Adams Enclave Annexation

 Tallman Enclave Annexation

Date Created: 5/24/2023







April 12, 2018

«Owner»  
«Joint\_Owner»  
«Mailing\_Address»  
«Mailing\_City», «Mailing\_State» «Mailing\_Zip»

Tax Parcel: «Parcel\_Number»

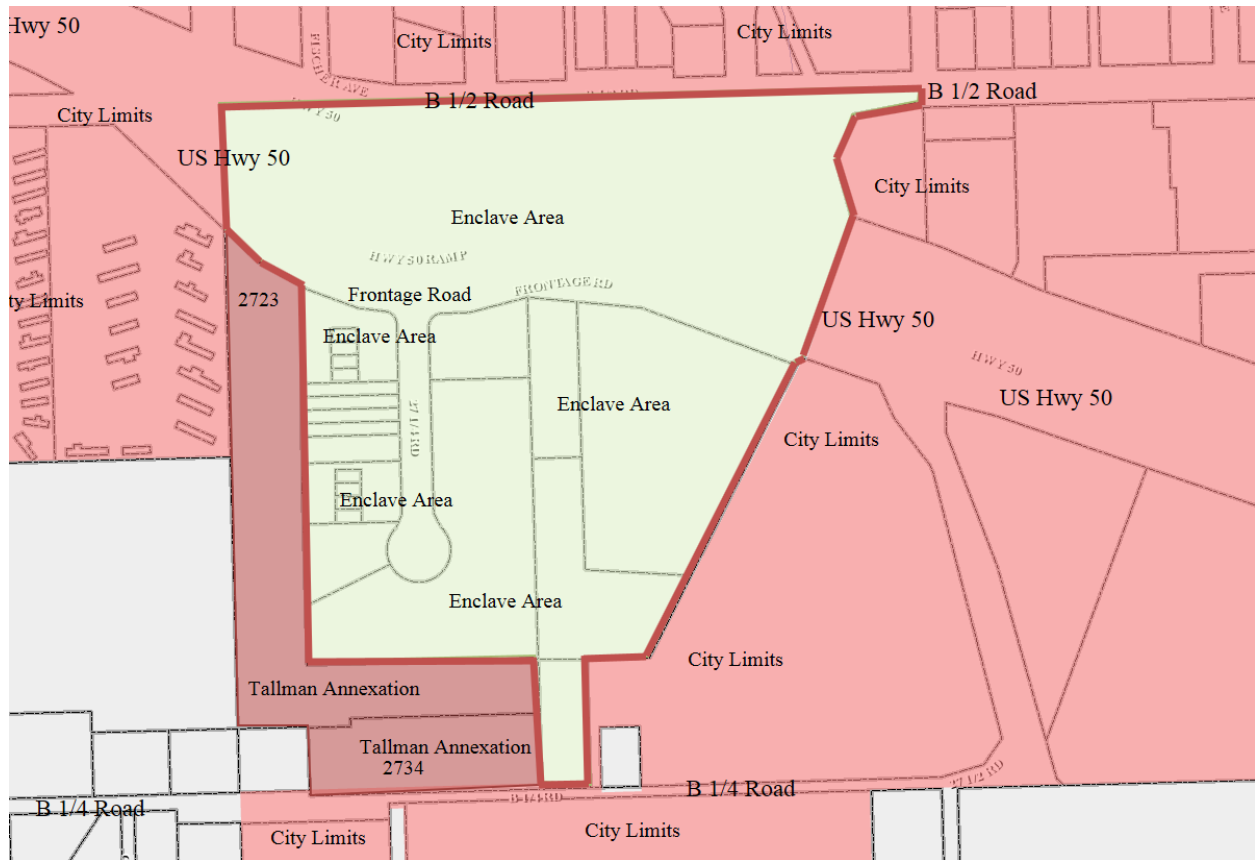
Property address: «Location\_Address»

Dear «Owner»,

In 1998 the Mesa County Board of Commissioners and the Grand Junction City Council adopted the "Persigo Agreement". This agreement established an Urban Development Boundary and set a policy that before new development could occur within that boundary, the property must be annexed into the City.

As annexation occurs, enclaves of land that remain in the County may be created. Enclaves are defined as areas of unincorporated properties that are entirely surrounded by property that is within the City limits. The Persigo Agreement requires that all enclaves be annexed within five years of creation and in accordance with state annexation laws.

On May 16, 2018, the City Council will consider an action to annex two properties located at 2734 B ¼ Road and 2723 Hwy 50 referred to as the "Tallman Annexation" (please see the map on the next page). Your property is one of twenty-one (22) properties located within an area of enclave created by this annexation. These properties are located either on the north side of B ¼ Road, either side of 27 ¼ Road or Highway 50 (Frontage Road). Upon approval of the annexation and in adherence with the Agreement with Mesa County, the City will consider annexation of your property on or before June 17, 2023.



When annexed, there are many benefits for those that own property or live within the City limits. Currently Grand Junction residents enjoy services such as the free annual City pick-up of junk and yard waste each spring, free leaf pick-up in the fall, street sweeping and the opportunity to serve its citizenry as a member of one of its many advisory boards.

Annexation will not affect your water, sewer, gas, or other utilities. Please visit the City website at [www.gjcity.org](http://www.gjcity.org) for more information about the City of Grand Junction.

If you have questions about this correspondence or annexation please contact David Thornton, Principal Planner, at (970) 244-1450.

Respectfully,

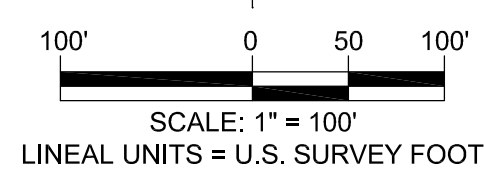
Tamra Allen  
Director of Community Development  
City of Grand Junction

cc: Greg Caton, City Manager  
John Shaver, City Attorney



# TALLMAN ENCLAVE ANNEXATION

Located in the NE1/4, SW1/4, SECTION 25, TOWNSHIP 1 SOUTH, RANGE 1 WEST,  
UTE MERIDIAN, COUNTY OF MESA, STATE OF COLORADO



Public Right-of-Way Description

A parcel of land being a part of the Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4) of Section 25, Township 1 South, Range 1 West, Ute Meridian, Mesa County, Colorado more particularly described as follows:

Commencing at the Southwest 1/16 Corner of said Section 25 whence the South 1/16 Corner of said Section 25 bears N89°55'12"E a distance of 1,321.98 feet with all other bearings relative thereto; Thence N00°01'03"W a distance of 1088.66 feet to a point on the easterly line of WESTERN HILLS ANNEXATION No. 2, ORDINANCE 2628, and the Point of Beginning;

Thence N00°01'03"W a distance of 233.00 feet along said easterly line to a point on the southerly line of CENTRAL ORCHARD MESA ANNEXATION, ORDINANCE No. 1481; Thence S89°59'47"E along said southerly line, a distance of 1,306.35 feet to the northwesterly corner of PHIPPS ANNEXATION, ORDINANCE No. 1665; Thence along the westerly line of said annexation, the following four (4) courses: S00°05'30"W a distance of 30.00 feet; thence S80°54'30"W a distance of 116.70 feet; S21°55'00"W a distance of 96.20 feet; S13°45'00"E a distance of 105.48 feet to the northwesterly corner of WHEELING CORRUGATED ANNEXATION, ORDINANCE No. 3145; Thence along the easterly line of said annexation, S19°52'07"W a distance of 281.16 feet; S73°14'16"W a distance of 9.14 feet; Thence along the southerly right-of-way of U.S. Highway 50, S73°10'16"W a distance of 18.33 feet; N68°10'14"W a distance of 299.19 feet; N82°12'14"E a distance of 121.05 feet; N84°16'44"E a distance of 94.31 feet; S76°49'34"W a distance of 112.22 feet; S89°33'16"W a distance of 52.89 feet, to a point on the right-of-way of 27 1/4 Road; Thence along said 27 1/4 Road Right-of-Way the following seven courses, along the arc of a 25.00 foot radius curve to the left for a distance of 39.02 feet, having a chord which bears S44°50'14"W a distance of 35.18 feet and a central angle of 89°26'06"; S00°07'11"W a distance of 349.86 feet; S24°25'35"W a distance of 27.46 feet; along the arc of a 60.00 foot radius non-tangent curve to the right for a distance of 285.59 feet, having a chord which bears N89°52'49"W a distance of 82.82 feet and a central angle of 272°43'12"; N24°39'56"E a distance of 27.46 feet; N00°07'11"E a distance of 356.52 feet; along the arc of a 25.00 foot radius curve to the left for a distance of 35.71 feet, having a chord which bears N40°48'20"W a distance of 32.75 feet and a central angle of 81°51'01"; to a point on the southerly right-of-way of U.S. Highway 50; Thence along said right-of-way, N81°43'51"W a distance of 51.15 feet; N68°22'39"W a distance of 100.39 feet; N59°27'19"W a distance of 15.56 feet, to the Point of Beginning;

Said Parcel of land CONTAINING 503,340 Square Feet or 11.56 Acres, more or less.

### C-2 Zoning Description

A parcel of land being a part of the Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4) of Section 25, Township 1 South, Range 1 West, Ute Meridian, Mesa County, Colorado more particularly described as follows:

Commencing at the Southwest 1/16 Corner of said Section 25 whence the South 1/16 Corner of said Section 25 bears N89°55'12"E a distance of 1,321.98 feet with all other bearings relative thereto;

Thence N26°38'38"E a distance of 298.02 feet to a point on the line of TALLMAN ANNEXATION, ORDINANCE No. 4797, and the Point of Beginning;

Thence along the easterly line of the aforementioned TALLMAN ANNEXATION, the following seven (7) courses: N00°00'31"W a distance of 338.05 feet; N01°05'56"E a distance of 374.68 feet, to a point on the southerly right-of-way of U.S. Highway 50; Thence along said southerly right-of-way, S59°27'19"W a distance of 15.56 feet; S68°22'39"E a distance of 100.39 feet; S81°43'51"E a distance of 51.15 feet to a point on the right-of-way of 27 1/4 Road; Thence along said 27 1/4 Road Right-of-Way the following seven courses, along the arc of a 25.00 foot radius curve to the right for a distance of 35.71 feet, having a chord which bears S40°48'20"E a distance of 32.75 feet and a central angle of 81°51'01"; S00°07'11"W a distance of 356.52 feet; S24°39'56"W a distance of 27.46 feet; along the arc of a 60.00 foot radius non-tangent curve to the left for a distance of 285.59 feet, having a chord which bears S89°52'49"E a distance of 82.82 feet and a central angle of 272°43'12"; N24°25'35"W a distance of 27.46 feet; N00°07'11"E a distance of 349.86 feet; along the arc of a 25.00 foot radius curve to the right for a distance of 39.02 feet, having a chord which bears N44°50'14"E a distance of 35.18 feet and a central angle of 89°26'06"; to a point on the southerly right-of-way of U.S. Highway 50; Thence along said right-of-way the following seven courses: N89°33'16"E a distance of 52.89 feet; N76°49'34"E a distance of 94.31 feet; S82°12'14"E a distance of 121.05 feet; S84°16'44"E a distance of 94.31 feet; S82°12'14"E a distance of 121.05 feet; S68°10'14"E a distance of 299.19 feet; N73°10'16"E a distance of 18.33 feet, to the northwesterly corner of WHEELING CORRUGATED ANNEXATION, ORDINANCE No. 3145; Thence along the easterly line of said annexation, the following five (5) courses: S73°14'16"W a distance of 9.14 feet; S28°15'35"W a distance of 627.04 feet; N89°50'38"W a distance of 117.77 feet; S28°15'35"W a distance of 627.04 feet; N89°50'38"W a distance of 117.77 feet; Thence N87°29'06"E a distance of 92.31 feet, to a point on the easterly line of the TALLMAN ANNEXATION, ORDINANCE No. 4797; thence S89°59'29"W a distance of 435.00 feet, to the Point of Beginning;

Said Parcel of land CONTAINING 491,596 Square Feet or 11.28 Acres, more or less.

### R-8 Zoning Description

A parcel of land being a part of the Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4) of Section 25, Township 1 South, Range 1 West, Ute Meridian, Mesa County, Colorado more particularly described as follows:

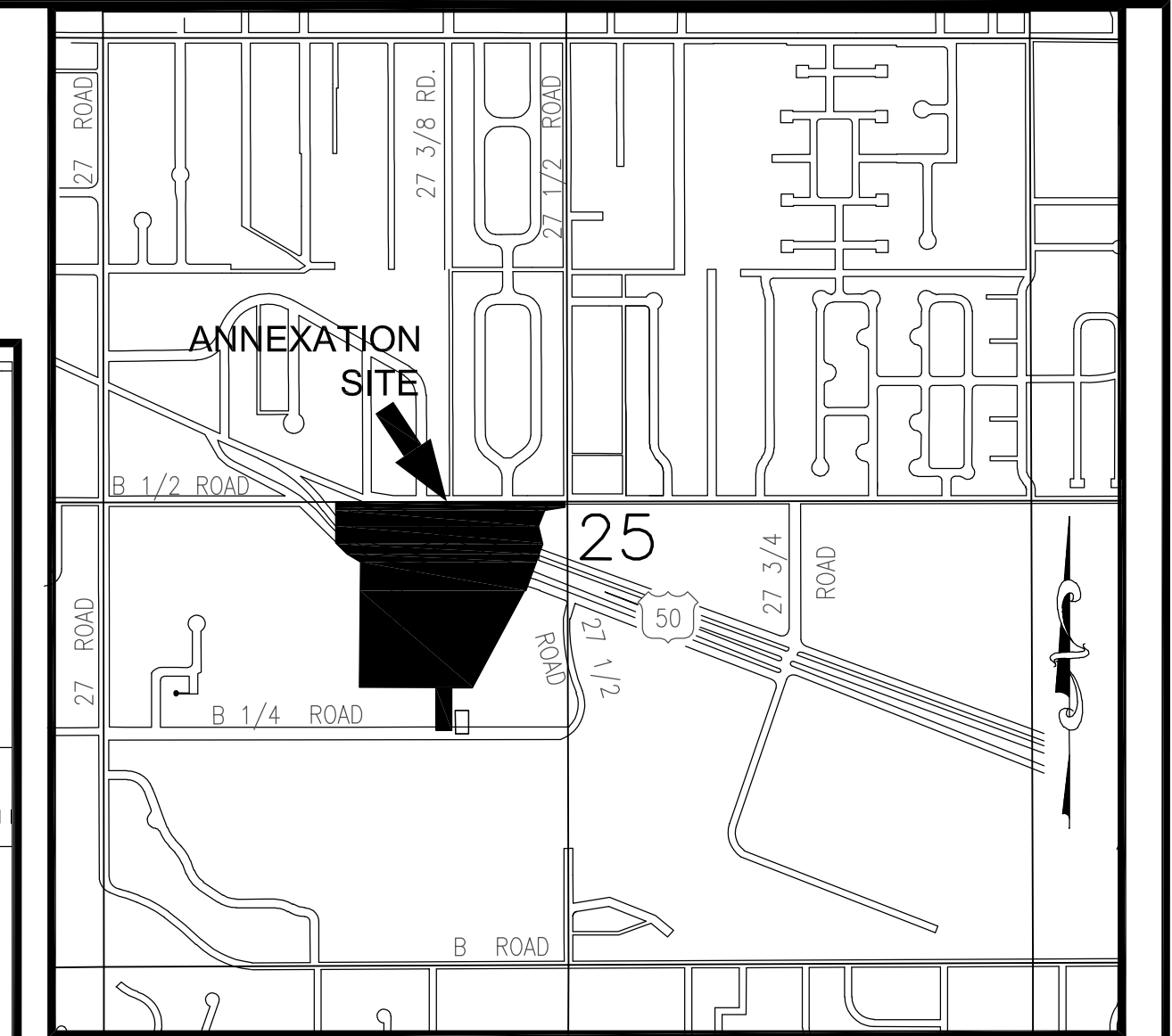
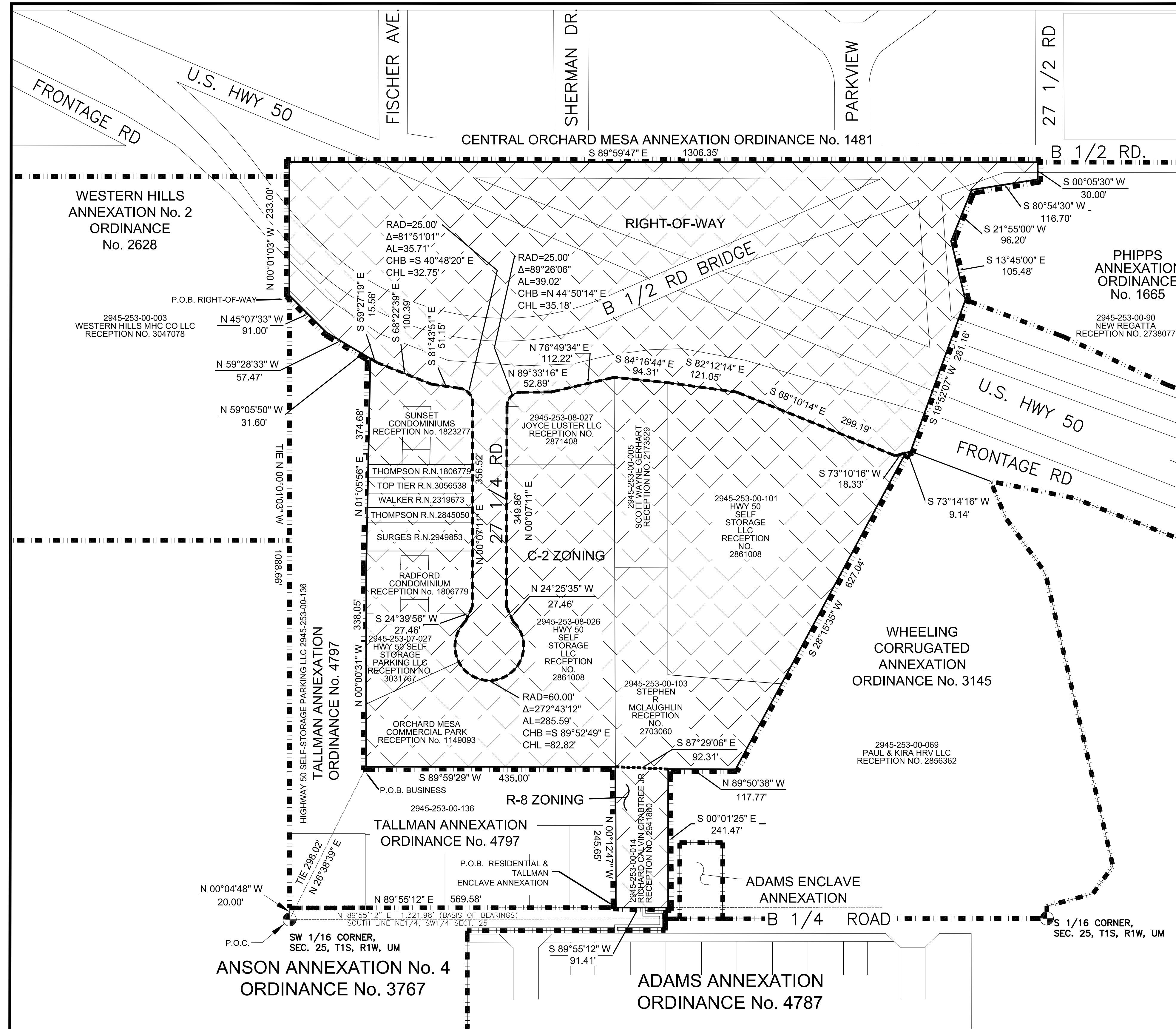
Commencing at the Southwest 1/16 Corner of said Section 25 whence the South 1/16 Corner of said Section 25 bears N89°55'12"E a distance of 1,321.98 feet with all other bearings relative thereto;

Thence N00°04'48"W a distance of 20.00 feet to a point on the northerly Right-of-Way of B 1/4 Road and the southerly line of TALLMAN ANNEXATION, ORDINANCE No. 4797;

Thence N89°55'12"E along the southerly line of said annexation, a distance of 569.58 feet to the Point of Beginning;

Thence along the easterly line of the aforementioned TALLMAN ANNEXATION, the following N00°12'47"W a distance of 245.65 feet; thence leaving said line S87°29'06"E a distance of 92.31 feet; to a point on the easterly line of the WHEELING CORRUGATED ANNEXATION, ORDINANCE No. 3145; Thence along the westerly line of said annexation, S00°01'25"E a distance of 241.47 feet to a point on the northerly Right-of-Way of B 1/4 Road; Thence S89°55'12"W a distance of 91.41 feet to the Point of Beginning;

Said Parcel of land CONTAINING 22,367 Square Feet or 0.51 Acres, more or less.



### LEGAL DESCRIPTION

A parcel of land being a part of the Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4) of Section 25, Township 1 South, Range 1 West, Ute Meridian, Mesa County, Colorado more particularly described as follows:

Commencing at the Southwest 1/16 Corner of said Section 25 whence the South 1/16 Corner of said Section 25 bears N89°55'12"E a distance of 1,321.98 feet with all other bearings relative thereto; Thence N00°04'48"W a distance of 20.00 feet to a point on the northerly Right-of-Way of B 1/4 Road and the southerly line of TALLMAN ANNEXATION, ORDINANCE No. 4797; Thence N89°55'12"E along the southerly line of said annexation, a distance of 569.58 feet to the Point of Beginning of the TALLMAN ENCLAVE ANNEXATION;

Thence along the easterly line of the aforementioned TALLMAN ANNEXATION, the following seven (7) courses: N00°12'47"W a distance of 245.65 feet; S87°29'06"E a distance of 92.31 feet; N00°01'25"E a distance of 241.47 feet; S00°01'25"E a distance of 241.47 feet; S89°55'12"W a distance of 91.41 feet; S89°55'12"W a distance of 91.41 feet; S89°55'12"W a distance of 91.41 feet; Thence S89°55'12"W a distance of 91.41 feet to the Point of Beginning of the TALLMAN ENCLAVE ANNEXATION;

Said Parcel of land CONTAINING 1,017,303 Square Feet or 23.35 Acres, more or less.

AREAS OF ANNEXATION		LEGEND	
ANNEXATION PERIMETER	4,829 FT.	ANNEXATION BOUNDARY	
CONTIGUOUS PERIMETER	4,829 FT.	ANNEXATION AREA	
AREA IN SQUARE FEET	1,017,303 FT <sup>2</sup>	EXISTING CITY LIMITS	
AREA IN ACRES	23.35	ZONING LINE	
AREA WITHIN R.O.W.	503,340 FT <sup>2</sup>		
AREA WITHIN DEEDED R.O.W.	11.56 ACRES		
	0 FT <sup>2</sup>		
	0.0 ACRES		

<b>ORDINANCE NO. PRELIMINARY</b>	<b>EFFECTIVE DATE PRELIMINARY</b>
----------------------------------	-----------------------------------

**NOTE:**  
THE DESCRIPTION(S) CONTAINED HEREIN HAVE BEEN DERIVED FROM SUBDIVISION PLAT, DEED DESCRIPTIONS & DEPOSIT SURVEYS AS THEY APPEAR IN THE OFFICE OF THE MESA COUNTY CLERK & RECORDER. THIS PLAT OF ANNEXATION DOES NOT CONSTITUTE A LEGAL BOUNDARY SURVEY, AND IS NOT INTENDED TO BE USED AS A MEANS OF ESTABLISHING OR VERIFYING PROPERTY BOUNDARY LINES.

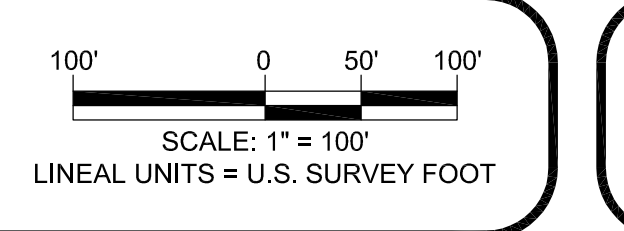
**PRELIMINARY**

JODIE L GREIN      DATE  
STATE OF COLORADO - P.L.S. NO. 38075  
FOR ROLLAND CONSULTING ENGINEERS  
405 RIDGES BLVD. - SUITE A  
GRAND JUNCTION, CO. 81507

**THIS IS NOT A BOUNDARY SURVEY**

**NOTICE:**  
ACCORDING TO COLORADO LAW ANY LEGAL ACTION BASED UPON ANY DEFECT FOUND IN THIS SURVEY MUST COMMENCE WITHIN THREE (3) YEARS AFTER THE DISCOVERY OF SUCH DEFECT. IN NO EVENT MAY ANY ACTION BASED UPON ANY DEFECT FOUND IN THIS SURVEY BE COMMENCED MORE THAN TEN (10) YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON.

DRAWN BY: JLG      DATE: 9/11/2023  
DESIGNED BY: JLG      DATE: 9/11/2023  
CHECKED BY: JAM      DATE: 9/11/2023



**PUBLIC WORKS ENGINEERING DIVISION**

**TALLMAN ENCLAVE ANNEXATION**  
Located in the NE1/4, SW1/4 SECTION 25, TOWNSHIP 1 SOUTH, RANGE 1 WEST, UTE MERIDIAN, COUNTY OF MESA, STATE OF COLORADO

<b>Table 1</b>	<b>Acres</b>
Total Annexation Area	23.35
ROW Area	11.56
Private Property Area	11.79
C-2 Properties	11.28
R-8 Property	0.51

<b>Table 2</b>	<b>Acres</b>
Total Annexation Area	23.35
ROW Area	11.56
Private Property Area	11.79
Properties Going from County C-2 to City C-2	9.26
Properties Going from County RSF-4 to City C-2	2.02
Properties Going from County RSF-4 to City R-8	0.51

**CITY OF GRAND JUNCTION, COLORADO**

**ORDINANCE NO.**

**AN ORDINANCE ANNEXING TERRITORY TO THE  
CITY OF GRAND JUNCTION, COLORADO  
TALLMAN ENCLAVE ANNEXATION**

**LOCATED IN THE ORCHARD MESA COMMERCIAL PARK SUBDIVISION (BOOK  
11, PAGE 319) INCLUDING 2735 THROUGH 2739 HIGHWAY 50 AND  
2736 ½ THROUGH 2736 B ¼ ROAD  
APPROXIMATELY 23.35 ACRES**

**WHEREAS**, on the 16<sup>th</sup> day of August, 2023, the City Council of the City of Grand Junction considered a notice of Intent to annex for the annexation of the following described territory to the City of Grand Junction; and

**WHEREAS**, a hearing was duly held after proper notice on the 4<sup>th</sup> day of October, 2023; and

**WHEREAS**, the City Council determined that said territory was eligible for annexation and that no election was necessary to determine whether such territory should be annexed;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAND JUNCTION, COLORADO:**

That the property situate in Mesa County, Colorado, and described to wit:

A parcel of land being a part of the Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4) of Section 25, Township 1 South, Range 1 West, Ute Meridian, Mesa County, Colorado more particularly described as follows:

Commencing at the Southwest 1/16 Corner of said Section 25 whence the South 1/16 Corner of said Section 25 bears N89°55'12"E a distance of 1,321.98 feet with all other bearings relative thereto;

Thence N00°04'48"W a distance of 20.00 feet to a point on the northerly Right-of-Way of B 1/4 Road and the southerly line of TALLMAN ANNEXATION, ORDINANCE No. 4797;

Thence N89°55'12"E along the southerly line of said annexation, a distance of 569.58 feet to the Point of Beginning of the TALLMAN ENCLAVE ANNEXATION;

Thence along the easterly line of the aforementioned TALLMAN ANNEXATION, the following seven (7) courses: N00°12'47"W a distance of 245.65 feet; S89°59'29"W a distance of 435.00 feet; N00°00'31"W a distance of 338.05 feet; N01°05'56"E a distance

of 374.68 feet; N59°05'50"W a distance of 31.60 feet; N59°28'33"W a distance of 57.47 feet;

N45°07'33"W a distance of 91.00 feet to a point on the easterly line of WESTERN HILLS ANNEXATION No.2, ORDINANCE 2628; Thence N00°01'03"W a distance of 233.00 feet along said easterly line to a point on the southerly line of CENTRAL ORCHARD MESA ANNEXATION, ORDINANCE No. 1481; Thence S89°59'47"E along said southerly line, a distance of 1,306.35 feet to the northwesterly corner of PHIPPS ANNEXATION, ORDINANCE No. 1665; Thence along the westerly line of said annexation, the following four (4) courses: S00°05'30"W a distance of 30.00 feet; S80°54'30"W a distance of 116.70 feet; S21°55'00"W a distance of 96.20 feet; S13°45'00"E a distance of 105.48 feet to the northwesterly corner of WHEELING CORRUGATED ANNEXATION, ORDINANCE No. 3145; Thence along the easterly line of said annexation, the following five (5) courses: S19°52'07"W a distance of 281.16 feet; S73°14'16"W a distance of 9.14 feet; S28°15'35"W a distance of 627.04 feet; N89°50'38"W a distance of 117.77 feet; S00°01'25"E a distance of 241.47 feet to a point on the northerly Right-of-Way of B 1/4 Road; Thence S89°55'12"W a distance of 91.41 feet to the Point of Beginning of the TALLMAN ENCLAVE ANNEXATION;

Said Parcel of land CONTAINING 1,017,303 Square Feet or 23.35 Acres, more or less.

And found on Exhibit A

**Is and shall be duly and lawfully annexed to the City limits of the City of Grand Junction, Colorado.**

**INTRODUCED** on first reading on the 20<sup>th</sup> day of September 2023 and ordered published in pamphlet form.

**ADOPTED** on second reading the \_\_\_\_ day of \_\_\_\_\_ 2023 and ordered published in pamphlet form.

\_\_\_\_\_  
Anna M. Stout  
President of the Council

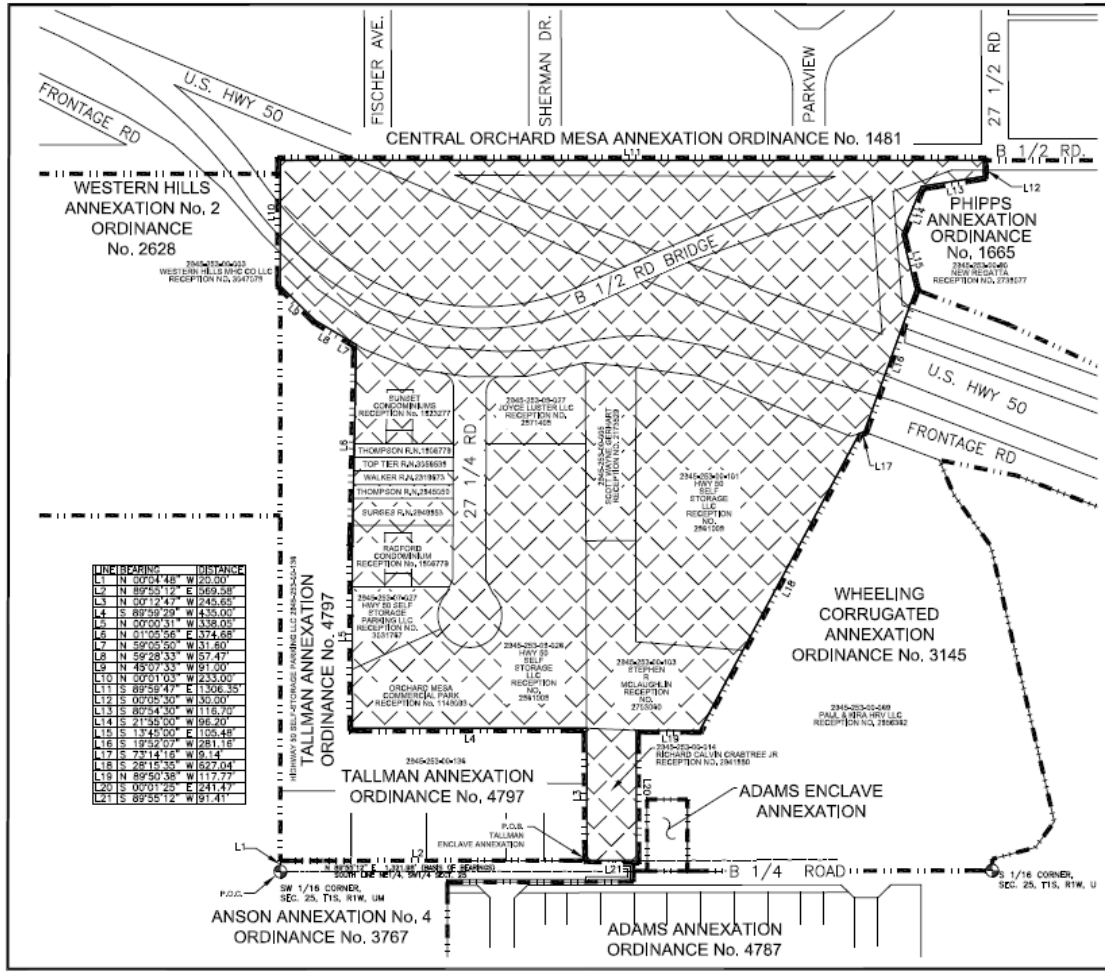
ATTEST:

\_\_\_\_\_  
Amy Phillips  
City Clerk

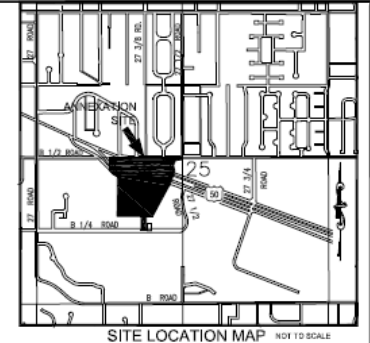
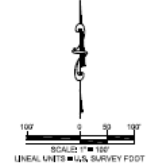
# EXHIBIT A

## TALLMAN ENCLAVE ANNEXATION

Located in the NE1/4, SW1/4, SECTION 25, TOWNSHIP 1 SOUTH, RANGE 1 WEST, UTE MERIDIAN, COUNTY OF MESA, STATE OF COLORADO



LINE	BEARING	DISTANCE
L1	N 00°01'48" W	25.00
L2	N 89°25'12" E	569.50
L3	N 00°17'47" W	245.60
L4	S 89°59'29" W	435.00
L5	N 00°00'31" W	338.00
L6	N 81°05'50" E	374.68
L7	N 59°05'50" W	311.60
L8	N 59°28'33" W	57.47
L9	N 43°01'33" W	61.00
L10	N 00°01'03" W	233.00
L11	S 89°58'47" E	1,306.35
L12	S 00°05'30" W	60.00
L13	S 89°24'50" W	116.70
L14	S 21°36'00" W	66.20
L15	S 13°45'00" E	150.48
L16	S 10°05'00" W	281.18
L17	S 73°14'10" W	0.14
L18	S 28°14'30" W	627.04
L19	N 89°05'38" W	117.77
L20	S 00°01'25" E	241.47
L21	S 89°55'12" W	191.41



**LEGAL DESCRIPTION**

A parcel of land being a part of the Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4) of Section 25, Township 1 South, Range 1 West, Ute Meridian, Mesa County, Colorado more particularly described as follows:

- Containing all the Southwest 1/4 of Section 25 where the South 1/4 Corner of said Section 25 bears N89°39'22"W a distance of 1,321.00 feet with all other bearings relative thereto.
- Those N89°39'29"W a distance of 23.30 feet to a corner on the westerly Right-of-Way of B 1/4 Road and the westerly line of TALLMAN ANNEXATION ORDINANCE No. 4797.
- Those N89°39'12"E line to westerly line of said annexation, a distance of 569.50 feet to the Point of Beginning of the TALLMAN ENCLAVE ANNEXATION.
- Those along the westerly line of the aforementioned TALLMAN ANNEXATION, the following seven (7) courses: N89°12'37"W a distance of 256.60 feet, S89°39'29"W a distance of 435.00 feet, N89°39'29"W a distance of 331.50 feet, N89°39'29"W a distance of 374.68 feet, N89°39'29"W a distance of 31.41 feet, N89°39'29"W a distance of 31.41 feet and the westerly line of WESTMAN HILLZ ANNEXATION No. 2.
- Those along the easterly line of said annexation, the following five (5) courses: N89°39'29"W a distance of 116.70 feet, S89°39'29"W a distance of 36.20 feet, S89°39'29"W a distance of 176.45 feet to the westerly corner of WHEELING CORRUGATED ANNEXATION ORDINANCE No. 3145, those along the easterly line of said annexation, the following five (5) courses: S89°39'29"W a distance of 231.34 feet, S77°14'18"W a distance of 1.14 feet, S89°39'29"W a distance of 62.00 feet, N89°39'29"W a distance of 117.77 feet and S89°39'29"W a distance of 241.47 feet to a point on the westerly Right-of-Way of B 1/4 Road, those S89°39'29"W a distance of 91.41 feet to the Point of Beginning of the TALLMAN ENCLAVE ANNEXATION.
- Said Parcel of land CONTAINING 1,317.95 Square Feet or 23.33 Acres, more or less.

AREAS OF ANNEXATION		LEGEND	
ANNEXATION PERIMETER	4,629 FT.	ANNEXATION BOUNDARY	(Symbol: Dashed line)
CONTIGUOUS PERIMETER	4,829 FT.	ANNEXATION AREA	(Symbol: Hatched area)
AREA IN SQUARE FEET	1,317.95 SQ. FT.	EXISTING CITY LINES	(Symbol: Dotted line)
AREA IN ACRES	23.30		
AREA WITHIN PLAT	48,008 SQ. FT.		
	1.10 ACRES		
AREA WITHIN DEEDED PLAT	0 FT.		
	0 ACRES		

SURVEY ABBREVIATIONS		SQ. FT. SQUARE FEET	
P.O.C.	POINT OF COMMENCEMENT	∠	CENTRAL ANGLE
P.O.B.	POINT OF BEGINNING	R	RADIUS
P.L.V.	POINT OF LONG VISION	A	ARC LENGTH
REC'D	RECORD	C	CHORD LENGTH
TRF.	TOWNSHIP	C	CHORD BEARING
RNG.	RANGE	BLK.	BLOCK
UTM.	UTE MERIDIAN	BLK.	BLK. BOOK
N.O.	NUMBER	PLAT	PLAT BOOK
REC.	RECEPTION	HS.	HIGHWAY
		H.C.	HORIZONTAL CORNER
		H.D.	HORIZONTAL DISTANCE

**ORDINANCE NO. PRELIMINARY**

**EFFECTIVE DATE PRELIMINARY**

**NOTE:** THE DESCRIPTIONS CONTAINED HEREIN HAVE BEEN DERIVED FROM SUBDIVISION PLAT, DEED DESCRIPTIONS & DEPOSIT SURVEYS AS THEY APPEAR IN THE OFFICE OF THE MESA COUNTY CLERK & RECORDER. THIS PLAT OF ANNEXATION DOES NOT CONSTITUTE A LEGAL BOUNDARY SURVEY, AND IS NOT INTENDED TO BE USED AS A MEANS OF ESTABLISHING OR VERIFYING PROPERTY BOUNDARY LINES.

**PRELIMINARY**

JODIE L. GREEN DATE: \_\_\_\_\_  
 STATE OF COLORADO P.L.S. NO. 3876  
 FOR REAL AND CONJUNCTIVE ENGINEERS  
 405 REBORN BLVD., SUITE A  
 GRAND JUNCTION, CO. 81507

**NOTES:** ACCORDING TO COLORADO LAW ANY LEGAL ACTION BASED UPON ANY DEFECT FOUND IN THIS SURVEY MUST COMMENCE WITHIN THREE (3) YEARS AFTER THE DISCOVERY OF SUCH DEFECT. IN NO EVENT MAY ANY ACTION BASED UPON ANY DEFECT FOUND IN THIS SURVEY BE COMMENCED MORE THAN TEN (10) YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON.

DRAWN BY: JAM DATE: 08/20/23  
 DESIGNED BY: J.G. DATE: 08/20/23  
 CHECKED BY: J.G. DATE: 08/20/23

SCALE: 1" = 100'  
 LINEAL UNITS = U.S. SURVEY FOOT



**PUBLIC WORKS ENGINEERING DIVISION**

**TALLMAN ENCLAVE ANNEXATION**  
 Located in the NE1/4, SW1/4 SECTION 25, TOWNSHIP 1 SOUTH, RANGE 1 WEST, UTE MERIDIAN, COUNTY OF MESA, STATE OF COLORADO

CITY OF GRAND JUNCTION, COLORADO

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE ZONING TALLMAN ENCLAVE ANNEXATION  
TO C-2 (GENERAL COMMERCIAL) ZONE DISTRICT  
AND R-8 (RESIDENTIAL 8 DU/AC) ZONE DISTRICT**

**LOCATED IN THE ORCHARD MESA COMMERCIAL PARK SUBDIVISION (BOOK 11,  
PAGE 319) INCLUDING 2735 THROUGH 2739 HIGHWAY 50 AND  
2736 ½ THROUGH 2736 B ¼ ROAD**

Recitals:

The enclave annexation is referred to as the “Tallman Enclave Annexation.”

After public notice and public hearing as required by the Grand Junction Zoning & Development Code, the Grand Junction Planning Commission recommended zoning the properties comprising the Tallman Enclave Annexation which consists of approximately 22.84 acres located at 232 27¼ Rd through 241 27¼ Rd, and 2739 Highway 50 from County C-2 (General Commercial District) to City C-2 (General Commercial), and 2736½ B¼ Rd and 2735 Highway 50 from County RSF-4 (Residential Single-Family – 4 District) to City C-2 (General Commercial), and zoning the property consisting of 0.51 acres located at 2736 B¼ Rd from County RSF-4 (Residential Single-Family – 4 District) to City R-8 (Residential 8 du/ac) finding that the C-2 zone district conforms with the designation of *Commercial* and that the R-8 zone district conforms with the designation of *Residential Medium* as shown on the Land Use Map of the Comprehensive Plan, and each designated zone conforms with the Comprehensive Plan’s goals and policies, and is generally compatible with land uses located in the surrounding area.

After public notice and public hearing, the Grand Junction City Council finds that the C-2 (General Commercial) and the R-8 (Residential 8 du/ac) zone districts, are in conformance with at least one of the stated criteria of Section 21.02.140 of the Grand Junction Zoning & Development Code for the parcel as designated.

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAND JUNCTION THAT:**

The foregoing Recitals are incorporated as substantive terms and findings in support for the ZONING FOR THE TALLMAN ENCLAVE ANNEXATION as provided herein:

The following parcel in the City of Grand Junction, County of Mesa, State of Colorado is hereby zoned C-2 as follows:



A parcel of land being a part of the Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4) of Section 25, Township 1 South, Range 1 West, Ute Meridian, Mesa County, Colorado more particularly described as follows:

Commencing at the Southwest 1/16 Corner of said Section 25 whence the South 1/16 Corner of said Section 25 bears N89°55'12"E a distance of 1,321.98 feet with all other bearings relative thereto;

Thence N26°38'38"E a distance of 298.02 feet to a point on the line of TALLMAN ANNEXATION, ORDINANCE No. 4797, and the Point of Beginning;  
Thence along the easterly line of the aforementioned TALLMAN ANNEXATION, the following seven (2) courses: N00°00'31"W a distance of 338.05 feet; N01°05'56"E a distance of 374.68 feet, to point on the southerly right-of-way of U.S. Highway 50; Thence along said southerly right-of-way, S59°27'19"E a distance of 15.56 feet; S68°22'39"E a distance of 100.39 feet; S81°43'51"E a distance of 51.15 feet to a point on the right-of-way of 27 1/4 Road; Thence along said 27 1/4 Road Right-of-Way the following seven courses, along the arc of a 25.00 foot radius curve to the right for a distance of 35.71 feet, having a chord which bears S40°48'20"E a distance of 32.75 feet and a central angle of 81°51'01"; S00°07'11"W a distance of 356.52 feet; S24°39'56"W a distance of 27.46 feet; along the arc of a 60.00 foot radius non-tangent curve to the left for a distance of 285.59 feet, having a chord which bears S89°52'49"E a distance of 82.82 feet and a central angle of 272°43'12"; N24°25'35"W a distance of 27.46 feet; N00°07'11"E a distance of 349.86 feet; along the arc of a 25.00 foot radius curve to the right for a distance of 39.02 feet, having a chord which bears N44°50'14"E a distance of 35.18 feet and a central angle of 89°26'06", to a point on the southerly right-of-way of U.S. Highway 50; Thence along said right-of-way the following seven courses; N89°33'16"E a distance of 52.89 feet; N76°49'34"E a distance of 112.22 feet; S84°16'44"E a distance of 94.31 feet; S82°12'14"E a distance of 121.05 feet; S68°10'14"E a distance of 299.19 feet; N73°10'16"E a distance of 18.33 feet, to the northwesterly corner of WHEELING CORRUGATED ANNEXATION, ORDINANCE No. 3145; Thence along the westerly line of said annexation, the following five (3) courses: S73°14'16"W a distance of 9.14 feet; S28°15'35"W a distance of 627.04 feet; N89°50'38"W a distance of 117.77 feet; thence N87°29'06"W a distance of 92.31 feet, to a point on the easterly line of the TALLMAN ANNEXATION, ORDINANCE No. 4797; thence S89°59'29"W a distance of 435.00 feet, to the Point of Beginning.

Said Parcel of land CONTAINING 491,596 Square Feet or 11.28 Acres, more or less.

The following parcel in the City of Grand Junction, County of Mesa, State of Colorado is hereby zoned C-8 as follows:

A parcel of land being a part of the Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4) of Section 25, Township 1 South, Range 1 West, Ute Meridian, Mesa County, Colorado more particularly described as follows:

Commencing at the Southwest 1/16 Corner of said Section 25 whence the South 1/16 Corner of said Section 25 bears N89°55'12"E a distance of 1,321.98 feet with all other bearings relative thereto;

Thence N00°04'48"W a distance of 20.00 feet to a point on the northerly Right-of-Way of B 1/4 Road and the southerly line of TALLMAN ANNEXATION, ORDINANCE No. 4797;  
Thence N89°55'12"E along the southerly line of said annexation, a distance of 569.58 feet to the Point of Beginning;

Thence along the easterly line of the aforementioned TALLMAN ANNEXATION, the following N00°12'47"W a distance of 245.65 feet; thence leaving said line S87°29'06"E a distance of 92.31 feet; to a point on the easterly line of the WHEELING CORRUGATED ANNEXATION, ORDINANCE No. 3145; Thence along the westerly line of said annexation, S00°01'25"E a distance of 241.47 feet to a point on the northerly Right-of-Way of B 1/4 Road; Thence S89°55'12"W a distance of 91.41 feet to the Point of Beginning.

Said Parcel of land CONTAINING 22,367 Square Feet or 0.51 Acres, more or less.

Excluding the following public right-of-way as described:

A parcel of land being a part of the Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4) of Section 25, Township 1 South, Range 1 West, Ute Meridian, Mesa County, Colorado more particularly described as follows:

Commencing at the Southwest 1/16 Corner of said Section 25 whence the South 1/16 Corner of said Section 25 bears N89°55'12"E a distance of 1,321.98 feet with all other bearings relative thereto;

Thence N00°01'03"W a distance of 1088.66 feet to a point on the easterly line of WESTERN HILLS ANNEXATION No.2, ORDINANCE 2628, and the Point of Beginning; Thence N00°01'03"W a distance of 233.00 feet along said easterly line to a point on the southerly line of CENTRAL ORCHARD MESA ANNEXATION, ORDINANCE No. 1481; Thence S89°59'47"E along said southerly line, a distance of 1,306.35 feet to the northwesterly corner of PHIPPS ANNEXATION, ORDINANCE No. 1665; Thence along the westerly line of said annexation, the following four (4) courses: S00°05'30"W a distance of 30.00 feet; thence S80°54'30"W a distance of 116.70 feet; S21°55'00"W a distance of 96.20 feet; S13°45'00"E a distance of 105.48 feet to the northwesterly corner of WHEELING CORRUGATED ANNEXATION, ORDINANCE No. 3145; Thence along the westerly line of said annexation, S19°52'07"W a distance of 281.16 feet; S73°14'16"W a distance of 9.14 feet; Thence along the southerly right-of-way of U.S. Highway 50, S73°10'16"W a distance of 18.33 feet; N68°10'14"W a distance of 299.19 feet; N82°12'14"W a distance of 121.05 feet; N84°16'44"W a distance of 94.31 feet; S76°49'34"W a distance of 112.22 feet; S89°33'16"W a distance of 52.89 feet, to a point on the right-of-way of 27 1/4 Road; Thence along said 27 1/4 Road Right-of-Way the following seven courses, along the arc of a 25.00 foot radius curve to the left for a distance of 39.02 feet, having a chord which bears S44°50'14"W a distance of 35.18 feet and a central angle of 89°26'06"; S00°07'11"W a distance of 349.86 feet; S24°25'35"E a distance of 27.46 feet; along the arc of a 60.00 foot radius non-tangent curve to the right for a distance of 285.59 feet, having a chord which bears N89°52'49"W a distance of 82.82 feet and a central angle of 272°43'12"; N24°39'56"E a distance of 27.46 feet; N00°07'11"E a distance of 356.52 feet; along the arc of a 25.00 foot radius curve to the left for a distance of 35.71 feet, having a chord

which bears N40°48'20"W a distance of 32.75 feet and a central angle of 81°51'01", to a point on the southerly right-of-way of U.S. Highway 50; Thence along said right-of-way, N81°43'51"W a distance of 51.15 feet; N68°22'39"W a distance of 100.39 feet; N59°27'19"W a distance of 15.56 feet, to the Point of Beginning;

Said Parcel of land CONTAINING 503,340 Square Feet or 11.56 Acres, more or less.

See Exhibit A.

**INTRODUCED** on first reading this 20<sup>th</sup> day of September 2023 and ordered published in pamphlet form.

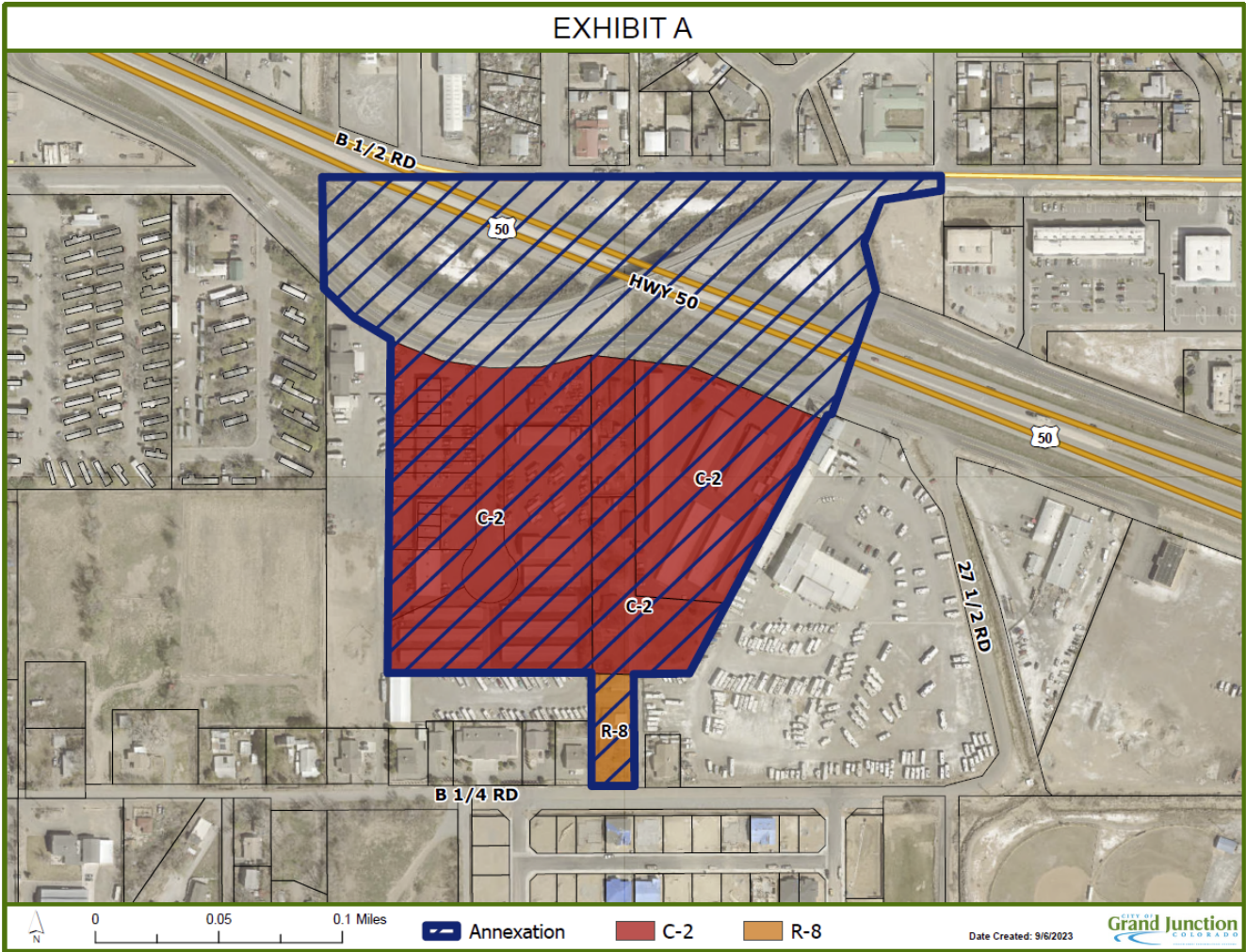
**ADOPTED** on second reading this \_\_\_\_\_ day of \_\_\_\_\_, 2023 and ordered published in pamphlet form.

\_\_\_\_\_  
Anna M. Stout  
President of the City Council

ATTEST:

\_\_\_\_\_  
Amy Phillips  
City Clerk

# EXHIBIT A





**Grand Junction City Council**

**Regular Session**

**Item #3.a.**

**Meeting Date:** September 20, 2023

**Presented By:** Lindy Hodges, Housing Specialist, Kristen Ashbeck, Principal Planner/CDBG Admin

**Department:** Community Development

**Submitted By:** Lindy Hodges, Housing Specialist

**Information**

**SUBJECT:**

CDBG 2023 Program Year Subrecipient Agreements between Grand Valley Catholic Outreach, Habitat for Humanity of Mesa County and the City of Grand Junction

**RECOMMENDATION:**

Staff recommends approval of these agreements.

**EXECUTIVE SUMMARY:**

The Subrecipient Agreement formalizes the City's award of CDBG funds to various agencies allocated from the City's 2023 Community Development Block Grants (CDBG) Program Year as approved by City Council at its June 7, 2023 meeting. The allocation includes the following grants: 1) \$68,000 to Habitat for Humanity of Mesa County; and 2) \$96,784 to Grand Valley Catholic Outreach. The contracts outline the duties and responsibilities of the agencies and ensure that the subrecipients comply with all federal rules and regulations governing the use of the funds.

**BACKGROUND OR DETAILED INFORMATION:**

CDBG funds are a Department of Housing and Urban Development (HUD) entitlement grant to the City of Grand Junction, which became eligible for the funding in 1996. The City has received \$388,985 for the 2023 Program Year. The final decision to fund the following two projects was made by the City Council at its hearing on June 7, 2023. The City's 2023 Program Year began on September 1, 2023. Therefore, contracts between the City and the agencies may now be executed.

**Habitat for Humanity of Mesa County – Hoffman Phase 3 Project Predevelopment Costs**

Habitat for Humanity of Mesa County creates homeownership opportunities for people

within the 30-80 percent Area Median Income range. Accepted applicants complete sweat equity hours building their own home, as well as those of their neighbors, in lieu of a traditional down payment. Habitat is currently planning to double the number of homes constructed in the coming fiscal year (eight units) compared to what it has been able to build in past years (four units). Habitat continues to build in its Hoffman Subdivision, which is within the City limits. CDBG funds would be used to pay for predevelopment costs for the next phase to include up to eight units.

**Grand Valley Catholic Outreach (GVCO) – Mother Teresa Place Predevelopment Costs**

GVCO is in the process of final design of Mother Teresa Place, a 40-unit permanent supportive housing complex to be located at 301 South 4th Street, developed for the most vulnerable adults living on the street. Funds are requested to assist with payment of final predevelopment costs, including payment of water and sewer tap fees for the project.

The agencies listed above are considered "subrecipients" to the City. The City will "pass through" a portion of its 2023 Program Year CDBG funds to the agencies, but the City remains responsible for the use of these funds. The contracts outline the duties and responsibilities of the agencies and ensure that the subrecipients comply with all federal rules and regulations governing the use of the funds. The contracts must be approved before the subrecipients can obligate or spend any of the federal funds. The Subrecipient Agreement with each agency contains the specifics of the projects and how the money will be used by the subrecipients.

**FISCAL IMPACT:**

The CDBG Program Year Budget/Allocation approved on June 7th, 2023 is: \$388,985 plus \$28,443 of unexpended funds remaining from previous program years. The 2023 allocation includes \$77,797 for program administrative costs. The City will "pass through" a total of \$339,631 of its 2023 Program Year CDBG funds to the agencies listed above. These allocations are included in the budget for the CDBG Fund.

**SUGGESTED MOTION:**

I move to authorize the City Manager to sign the Subrecipient Contracts between the City of Grand Junction and Grand Valley Catholic Outreach, Habitat for Humanity of Mesa County.

**Attachments**

- 1. Exhibit A CDBG Grant agreements 9.20.23



**2023 SUBRECIPIENT CONTRACT FOR  
CITY OF GRAND JUNCTION  
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS  
EXHIBIT A  
SCOPE OF SERVICES**

**Date Approved: September 20, 2023**

**Amount of Grant: \$68,000**

**Subrecipient: Habitat for Humanity of Mesa County**

**Completion Date: August 31, 2023**

1. The City agrees to pay the Subrecipient, subject to the subrecipient agreement, this Exhibit and attachment to it, \$68,000 from its 2023 Program Year CDBG Entitlement Funds towards predevelopment costs such as architecture and engineering for the new Phase 3 of Hoffman Estates located a 3035 Arna Drive, Grand Junction, Colorado 81504 ("Property"). Subrecipient provides homeownership opportunities for people within the 30 to 80% AMI.
2. The Subrecipient certifies that it will meet the CDBG National Objective of low/moderate income benefit (570.201(c)). It shall meet this objective by completing the above-referenced community facility project for low/moderate income and homeless persons in Grand Junction, Colorado.
3. The project consists of the construction of 8 single family units. Doubling annual construction from recent years (4 units). Habitat continues to build in its Hoffman Subdivision that is within the City limits. CDBG funds will be used to pay Ute Water tap fees for up to 8 units. It is understood that the \$68,000 of City CDBG funds shall be used only for the predevelopment costs described in this agreement. Costs associated with any other elements of the project shall be paid for by other funding sources obtained by the Subrecipient.
4. This project shall commence upon the full and proper execution of the 2023 Subrecipient Agreement and the completion of all necessary and appropriate state and local licensing, environmental permit review, approval and compliance. The project shall be completed on or before the Completion Date.
5. The total budget for the predevelopment costs is estimated to be \$68,000.
6. This project will provide home ownership for 8 families in new construction homes.

\_\_\_\_\_ Subrecipient

\_\_\_\_\_ City of Grand Junction

7. The City shall monitor and evaluate the progress and performance of the Subrecipient to assure that the terms of this agreement are met in accordance with City and other applicable monitoring and evaluating criteria and standards. The Subrecipient shall cooperate with the City relating to monitoring, evaluation and inspection and compliance.
8. The Subrecipient shall provide quarterly financial and performance reports to the City.

Reports shall describe the progress of the project, what activities have occurred, what activities are still planned, financial status, compliance with National Objectives and other information as may be required by the City. A final report shall also be submitted when the project is completed.

9. During a period of five (5) years following the Completion Date the use of the Properties improved may not change unless: A) the City determines the new use meets one of the National Objectives of the CDBG Program, and B) the Subrecipient provides affected citizens with reasonable notice and an opportunity to comment on any proposed changes. If the Subrecipient decides, after consultation with affected citizens that it is appropriate to change the use of the Properties to a use which the City determines does not qualify in meeting a CDBG National Objective, the Subrecipient must reimburse the City a prorated share of the Amount of the Grant the City makes to the project. At the end of the five-year period following the project closeout date and thereafter, no City restrictions under this agreement on use of the Properties shall be in effect.
10. The Subrecipient understands that the funds described in the Agreement are received by the City from the U.S. Department of Housing and Urban Development under the Community Development Block Grant Program. The Subrecipient shall meet all City and federal requirements for receiving Community Development Block Grant funds, whether or not such requirements are specifically listed in this Agreement. The Subrecipient shall provide the City with documentation establishing that all local and federal CDBG requirements have been met.
11. A blanket fidelity bond equal to cash advances as referenced in Paragraph V. (E) will not be required as long as no cash advances are made, and payment is on a reimbursement basis.
12. A formal project notice will be sent to the Subrecipient once all funds are expended, and a final report is received.

\_\_\_\_\_ Subrecipient

\_\_\_\_\_ City of Grand Junction

**Attachment 1 – Performance Measures**

1. Output Measures

A. Total Number of unduplicated clients anticipated to be served by the project during the 12 mo. FY contract: 19

B. Number of unduplicated LMI City residents to be served with grant funds during the 12 mo. FY contract: #19

C. Of the City residents to be served: i) how many will have new or continued access to the service/benefit: #; ii) how many will have improved access to the service or benefit\_19\_? And iii) how many will receive the service or benefit that is improved/no longer substandard\_19?

2.) Schedule of Performance

Estimate the number of unduplicated City resident to be served per calendar quarter of the 12 mo. FY contract Q1\_4\_\_Q2\_5\_\_Q3\_5\_Q4: 5\_

3) Payment Schedule

During the 12 mo. FY contract funds will be drawn Q1: 25% Q2: 25% Q3: 25% Q4: 25%

4) Outcome Measures

Activity (select one) \_\_ Senior Service \_\_ Youth Service \_\_ Homeless Service/Facility  
\_\_ Disabled Service X\_ LMI Service \_\_ Fair Housing Service

Primary Objective (select one) \_\_ Create a suitable living environment \_X\_ Provide decent, affordable housing \_\_ Create economic opportunity (ies)

Primary Outcome Measurement (select one) \_\_ Availability/Accessibility \_X\_ Affordability  
\_\_ Sustainability

*Summarize the means by which outcomes will be tracked, measured and reported*

Income for the beneficiaries of this funding is verified at intake and updated yearly after by a review of annual disability, certifications, social security statements or other proof as needed.

100% of the individuals served by GVCO are low income. Lack of income will not be a barrier to entrance in this facility and its programs.

\_\_\_\_\_ Subrecipient

\_\_\_\_\_ City of Grand Junction

**2023SUBRECIPIENT CONTRACT FOR  
CITY OF GRAND JUNCTION  
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS  
EXHIBIT A  
SCOPE OF SERVICES**

**Date Approved: September 20, 2023**

**Amount of Grant: \$96,748**

**Subrecipient: Grand Valley Catholic Outreach**

**Completion Date: August 31, 2024**

1. The City agrees to pay the Subrecipient, subject to the subrecipient agreement, this Exhibit and attachment to it, \$96,748 from its 2023 Program Year CDBG Entitlement Funds towards predevelopment costs such as architecture and engineering fees and/or sewer plant investment fees for the new community facility to be known as Mother Teresa Place located at 301 South 4<sup>th</sup> Street, Grand Junction, Colorado (“Property”). Subrecipient provides housing and programs to support the needs of individuals and families in distress or homeless.
2. The Subrecipient certifies that it will meet the CDBG National Objective of low/moderate income benefit (570.201(c)). It shall meet this objective by completing the above-referenced community facility project for low/moderate income and homeless persons in Grand Junction, Colorado.
3. The project consists of the construction of a community facility that will provide shelter for 40 persons that are homeless and vulnerable on the street. The facility will include administration space for check-in and case management staff. The facility will be known as Mother Teresa Place and located at 301 South 4<sup>th</sup> Street. CDBG funds will be used for predevelopment costs for the project include architectural and engineering fees and/or sewer plant investment fees. The Property is currently owned and operated by Subrecipient which will continue to operate the community facility. It is understood that the \$96,748 of City CDBG funds shall be used only for the costs described in this agreement. Costs associated with any other elements of the project shall be paid for by other funding sources obtained by the Subrecipient.
4. This project shall commence upon the full and proper execution of the 2023 Subrecipient Agreement and the completion of all necessary and appropriate state and local licensing, environmental permit review, approval and compliance. The project shall be completed on or before the Completion Date.
5. The total budget for the predevelopment costs/sewer plant investment fees is estimated to be \$96,748.
6. This project will provide shelter and support services for 40 of the Subrecipient’s clients that will reside in the facility.

\_\_\_\_\_ Subrecipient

\_\_\_\_\_ City of Grand Junction

7. The City shall monitor and evaluate the progress and performance of the Subrecipient to assure that the terms of this agreement are met in accordance with City and other applicable monitoring and evaluating criteria and standards. The Subrecipient shall cooperate with the City relating to monitoring, evaluation and inspection and compliance.
8. The Subrecipient shall provide quarterly financial and performance reports to the City. Reports shall describe the progress of the project, what activities have occurred, what activities are still planned, financial status, compliance with National Objectives and other information as may be required by the City. A final report shall also be submitted when the project is completed.
9. During a period of five (5) years following the Completion Date the use of the Properties improved may not change unless: A) the City determines the new use meets one of the National Objectives of the CDBG Program, and B) the Subrecipient provides affected citizens with reasonable notice and an opportunity to comment on any proposed changes. If the Subrecipient decides, after consultation with affected citizens that it is appropriate to change the use of the Properties to a use which the City determines does not qualify in meeting a CDBG National Objective, the Subrecipient must reimburse the City a prorated share of the Amount of the Grant the City makes to the project. At the end of the five-year period following the project closeout date and thereafter, no City restrictions under this agreement on use of the Properties shall be in effect.
10. The Subrecipient understands that the funds described in the Agreement are received by the City from the U.S. Department of Housing and Urban Development under the Community Development Block Grant Program. The Subrecipient shall meet all City and federal requirements for receiving Community Development Block Grant funds, whether or not such requirements are specifically listed in this Agreement. The Subrecipient shall provide the City with documentation establishing that all local and federal CDBG requirements have been met.
11. A blanket fidelity bond equal to cash advances as referenced in Paragraph V. (E) will not be required as long as no cash advances are made, and payment is on a reimbursement basis.
12. A formal project notice will be sent to the Subrecipient once all funds are expended, and a final report is received.

\_\_\_\_\_ Subrecipient

\_\_\_\_\_ City of Grand Junction

**Attachment 1 – Performance Measures**

1. Output Measures

A. Total Number of unduplicated clients anticipated to be served by the project during the 12 mo. FY contract: NA – Building to be completed in 2024 Program Year 40 residents after project completion

B. Number of unduplicated LMI City residents to be served with grant funds during the 12 mo. FY contract: NA – Building to be completed in 2024 Program Year 40 residents after project completion

C. Of the City residents to be served: i) how many will have new or continued access to the service/benefit: 40; ii) how many will have improved access to the service or benefit \_\_\_\_ And iii) how many will receive the service or benefit that is improved/no longer substandard \_\_\_\_

2.) Schedule of Performance

Estimate the number of unduplicated City resident to be served per calendar quarter of the 12 mo. FY contract Q1\_\_\_\_Q2\_\_\_\_Q3\_\_\_\_Q4: \_\_\_\_  
NA – Building to be completed in 2024 Program Year

3) Payment Schedule

During the 12 mo. FY contract funds will be drawn Q1: 100% Q2: Q3: Q4:

4) Outcome Measures

Activity (select one) \_\_ Senior Service \_\_ Youth Service X Homeless Service/Facility  
\_\_ Disabled Service \_\_ LMI Service \_\_ Fair Housing Service

Primary Objective (select one) \_\_ Create a suitable living environment X Provide decent, affordable housing \_\_ Create economic opportunity (ies)

Primary Outcome Measurement (select one) X Availability/Accessibility \_\_ Affordability  
\_\_ Sustainability

*Summarize the means by which outcomes will be tracked, measured and reported*

Income for the beneficiaries of this funding is verified at intake and updated yearly by a review of annual disability, certifications, social security statements or other proof as needed. 100% of the individuals served by GVCO are low income. Lack of income will not be a barrier to entrance in this facility and its programs. Ultimate outcome to be reported is successful completion of the project and 40 units occupied for low-moderate income persons. For specific CDBG funding, GVCO will provide invoice(s) to City showing use of funding.

\_\_\_\_\_ Subrecipient

\_\_\_\_\_ City of Grand Junction





**Grand Junction City Council**

**Regular Session**

**Item #4.a.**

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**Meeting Date:** September 20, 2023  
**Presented By:** Jodi Welch, Finance Director, Jay Valentine, General Services Director  
**Department:** General Services  
**Submitted By:** Jay Valentine

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**Information**

**SUBJECT:**

Contract for Underwriting Services

**RECOMMENDATION:**

Staff recommends selecting D.A. Davidson as the City's Underwriter for future debt issuances.

**EXECUTIVE SUMMARY:**

This report recommends the approval of D.A. Davidson as the Underwriter Services provider for the City of Grand Junction for upcoming municipal bond issuances and financial transactions. D.A. Davidson's proposal offers substantial experience, expertise, and competitive pricing, aligning with the city's future financial objectives.

**BACKGROUND OR DETAILED INFORMATION:**

The City of Grand Junction is preparing for various critical projects, including infrastructure enhancements, public facility development, and other economic growth initiatives. To fund these projects, the city plans to issue municipal bonds. The engagement of a qualified underwriting firm is crucial to structuring and marketing these bond issuances effectively.

D.A. Davidson, a nationally recognized financial services firm, has submitted a comprehensive proposal for providing underwriting services. D.A. Davidson has a proven track record in underwriting municipal bonds for municipalities regionally, securing favorable terms and competitive interest rates. Their expert team will collaborate with City staff to optimize the bond issuances to meet specific issuance goals and maximize cost savings and efficiency.

D.A. Davidson's extensive network of institutional investors and strong municipal bond market presence ensures access to a wide range of potential investors, leading to competitive pricing. With a local office, D.A. Davidson also provides the ability for the citizens of Grand Junction to directly purchase these bonds at the time of issuance.

D.A. Davidson proposes a fee of \$3.84 per \$1,000 bond at closing. This fee will be lowered to \$3.50 / \$1,000 once a cumulative par value threshold of \$75 million is met.

Per Section 10.10 of the Purchasing Manual, all solicitation documents shall remain confidential until the Purchasing Division awards the contract.

**FISCAL IMPACT:**

All issuance costs, including underwriting services, will also be included in appropriate years' budget when the debt is issued.

**SUGGESTED MOTION:**

I move to authorize the purchasing division to enter into a contract with D.A. Davidson for bond Underwriting Services.

**Attachments**

None



## Grand Junction City Council

### Regular Session

Item #5.a.

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**Meeting Date:** September 20, 2023  
**Presented By:** Daniella Acosta, Senior Planner  
**Department:** Community Development  
**Submitted By:** Daniella Stine, Senior Planner

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### Information

#### **SUBJECT:**

A Resolution Issuing a Revocable Permit to Allow Private Stormwater V-Pan for the Bunting Rowhomes Located at 1313 Bunting Within the Alleyway Off of N 13th Street

#### **RECOMMENDATION:**

Staff recommends approval.

#### **EXECUTIVE SUMMARY:**

The Applicant, BOA Builders LLC, is requesting a Revocable Permit to allow the installation of a private three-foot-wide storm v-pan for the Bunting Rowhomes to be located within the alleyway off of N 13th Street. The stormwater v-pan would be utilized for the benefit of Bunting Rowhomes for site drainage. The Revocable Permit allows the City to acknowledge the encroachment while retaining the ability to require the removal of private improvements from the right-of-way should the need arise for the public use of the right-of-way at any point in the future.

#### **BACKGROUND OR DETAILED INFORMATION:**

The property at 1313 Bunting Avenue was conditionally approved for a major site plan for the development of a five-unit townhome complex (City File #SPN-2022-1892) on a 0.21-acre lot currently zoned MXR-3 (Mixed Use Residential, Low Intensity). The property drains to the south onto an unimproved alleyway. Until the alleyway is improved, installation of the stormwater v-pan will divert stormwater runoff away from neighboring properties and through the unimproved alleyway onto the N 13th Street right-of-way to the nearest catch basin. Note the property changed ownership recently from CSS Assets LLC to BOA Builders LLC. Updated ownership documentation is included in the attachments. An updated Development Application and General Project Report referencing the current owners will be provided before the resolution is executed.

A Revocable Permit is needed to ensure that any private development on public land is safely conducted in a manner that does not pose potential burdens on the public.

**ANALYSIS**

Per Section 21.02.180 (c) of the Grand Junction Zoning & Development Code, requests for a Revocable Permit shall demonstrate compliance with all of the following approval criteria:

(1) There will be benefits derived by the community or area by granting the proposed revocable permit;

The granting of the Revocable Permit will allow the applicant to install private stormwater v-pan in the alleyway off of N 13th Street for the benefit of Bunting Rowhomes to serve the property. The storm v-pan will provide proper drainage for run-off while the alley remains unimproved and reducing negative impacts to downstream properties. Staff therefore finds this criterion has been met.

(2) There is a community need for the private development use proposed for the City property;

The installation of the storm v-pan is the only feature that will be located within the alleyway off of N 13th Street. The v-pan installation is a requirement by the City of the developer in order to serve the property. Since the alleyway currently remains unimproved, any runoff will be unable to be adequately channeled through the alleyway and towards the closest catch basin in the future. The private v-pan will facilitate this until such public improvements to the alley can be constructed. Staff therefore has found this criterion to have been met.

(3) The City property is suitable for the proposed uses and no other uses or conflicting uses are anticipated for the property;

The storm v-pan is three-feet in width and will run along the property boundary, away from the travel path of the 20-foot alleyways. The granting of the Revocable Permit does not inhibit the City or other utility companies from maintaining their required infrastructure, if necessary. No adverse comments were received from utilities or other service providers during the review process concerning this requested Revocable Permit request. Therefore, staff finds this criterion has been met.

(4) The proposed use shall not negatively impact access, traffic circulation, neighborhood stability or character, sensitive areas such as floodplains or natural hazard areas;

Since the installation for the three-foot v-pan will abut the property boundary, the private development will not impede above-ground public use of the 20-foot alleyway. Traffic will only be impacted during construction, but the applicant will be required to obtain a Construction Within Public Right-of-Way permit and comply with all conditions of said permit. No sensitive areas such as floodplains or natural hazard areas are identified in this area. Staff therefore finds this criterion has been met.

(5) The proposed use is in conformance with and in furtherance of the implementation of the goals, objectives and policies of the Comprehensive Plan, other adopted plans and the policies, intents and requirements of this code and other City policies; and The proposed v-pan will conform with all City standards upon installation should approval of the Revocable Permit be approved. The proposal also conforms to the recently adopted Comprehensive Plan, in particular, Principal 3, Responsible and Managed Growth, Goal 2, Maintain and building infrastructure that supports urban development. Staff, therefore, finds this criterion has been met.

(6) The application complies with the submittal requirements as set forth in Section 127 of the City Charter, this chapter and the Submittal Standards for Improvements and Development manual.

The application complied with the submittal requirements for a Revocable Permit. Therefore, this criterion has been found to be met.

### **RECOMMENDATION AND FINDINGS OF FACT**

After reviewing the Revocable Permit request from CSS Assets LLC, to allow a private Storm v-pan for the Bunting Rowhomes located at 1313 Bunting Avenue within the alleyway off of N 13th Road, the following findings of fact have been made:

1. The request has demonstrated compliance with Section 21.02.180 (c) of the Zoning and Development Code.

Therefore, Staff recommends approval of the request.

### **FISCAL IMPACT:**

This action does not have a direct fiscal impact.

### **SUGGESTED MOTION:**

I move to (adopt/deny) Resolution No. 83-23, a Resolution concerning the issuance of a Revocable Permit to allow a private storm-pan for the Bunting Rowhomes located at 1313 Bunting Avenue within the alleyway off of N 13th Road, with the findings of fact as listed in the staff report.

### **Attachments**

1. Development Application
2. Legal Description and Map Exhibit
3. Stormwater V-Pan Revocable Permit

## Development Application

We, the undersigned, being the owner's of the property adjacent to or situated in the City of Grand Junction, Mesa County, State of Colorado, as described herein do petition this:

Petition For:

Please fill in blanks below only for Zone of Annexation, Rezones, and Comprehensive Plan Amendments:

Existing Land Use Designation <input style="width: 90%;" type="text"/>	Existing Zoning <input style="width: 90%;" type="text"/>
Proposed Land Use Designation <input style="width: 90%;" type="text"/>	Proposed Zoning <input style="width: 90%;" type="text"/>

Property Information

Site Location: <input style="width: 90%;" type="text" value="1313 Bunting Avenue"/>	Site Acreage: <input style="width: 90%;" type="text" value="Approx. 0.21 acre"/>
Site Tax No(s): <input style="width: 90%;" type="text" value="2945-123-20-001"/>	Site Zoning: <input style="width: 90%;" type="text" value="MXR-3"/>
Project Description: <input style="width: 95%;" type="text" value="Revocable Permit for landscaping in the ROW on N. 13th Street"/>	

Property Owner Information

Name:

Street Address:

City/State/Zip:

Business Phone #:

E-Mail:

Fax #:

Contact Person:

Contact Phone #:

Applicant Information

Name:

Street Address:

City/State/Zip:

Business Phone #:

E-Mail:

Fax #:

Contact Person:

Contact Phone #:

Representative Information

Name:

Street Address:

City/State/Zip:

Business Phone #:

E-Mail:

Fax #:

Contact Person:

Contact Phone #:

**NOTE: Legal property owner is owner of record on date of submittal.**

We hereby acknowledge that we have familiarized ourselves with the rules and regulations with respect to the preparation of this submittal, that the foregoing information is true and complete to the best of our knowledge, and that we assume the responsibility to monitor the status of the application and the review comments. We recognize that we or our representative(s) must be present at all required hearings. In the event that the petitioner is not represented, the item may be dropped from the agenda and an additional fee may be charged to cover rescheduling expenses before it can again be placed on the agenda.

Signature of Person Completing the Application	<input style="width: 95%;" type="text" value="Tracy States"/> <small>Digitally signed by Tracy States Date: 2022.10.26 09:23:15 -06'00'</small>	Date: <input style="width: 90%;" type="text" value="October 26, 2022"/>
Signature of Legal Property Owner	<input style="width: 95%;" type="text" value="Charlie Gechter"/>	Date: <input style="width: 90%;" type="text" value="10/26/22"/>



General Project Report

**CS Assets LLC – Revocable Permit  
1313 Bunting Ave., Grand Junction, CO  
Parcel No. 2945-123-20-001**

October 26, 2022

Prepared for:

**CS Assets LLC  
218 Easter Hill Drive, Grand Junction, CO 81507**

Prepared by:



**215 Pitkin, Grand Junction, CO 81501  
Grand Junction, CO 81506  
Phone: (970) 241-4722  
[info@rccwest.com](mailto:info@rccwest.com)**

**A. Project Description**

1. The project is located at 1313 Bunting Avenue, on the corner of N. 13<sup>th</sup> Street and Bunting Avenue (Parcel No. 2945-123-20-001)
2. The parcel contains approximately 0.21 acre.
3. The proposed use is to demolish the existing single-family residence and replace it with a five-plex (rowhomes). The parcel is in the process of being rezoned to MXR-3, creating a pedestrian friendly project and increasing the density on the parcel. The Revocable Permit request is for proposed landscaping in the right-of-way (ROW) on N. 13<sup>th</sup> Street. A separate site plan submittal will be made showing the exact location of the proposed landscaping.

**B. Public Benefit**

The public will benefit by the introduction of new residential inventory within the University District, supplying a need to students, faculty and staff of CMU, as well as the City Center. The construction of the rowhomes and site will also provide local jobs and revenue to the City.

**C. Neighborhood Meeting**

A neighborhood meeting was held in June 2022, regarding the proposed rezone. A neighborhood meeting is not required for this submittal, and none was held.

**D. Project Compliance, Compatibility, and Impact**

1. **Adopted plans and/ or policies are being met-** The project conforms with the MXR-3 requirements and implements the 2020 Comprehensive Plan. The density proposed maximizes the use of the site.
2. **Land use in the surrounding area-** The uses contained within the surrounding area are a mix of large lot medium density residential, commercial uses along N. 12<sup>th</sup> Street and the Colorado Mesa University located within walking distance of the subject property. This proposal is compatible with the current uses in the immediate and surrounding areas.

3. **Site access and traffic patterns-** The project proposes rear loading garages taking access from a private drive extending north from the adjacent alley bordering the parcel on the south and connecting with Bunting Avenue. No direct access is proposed onto No. 13<sup>th</sup> Street or Bunting Avenue. The addition of five residential units will have minimal impact on adjacent street systems.
4. **Availability of utilities, including proximity of fire hydrants-**  
 The subject parcel is and/or will be served by the following:  
     City of Grand Junction Water  
     City of Grand Junction Sanitation District  
     Xcel Energy  
     Charter/Spectrum  
     CenturyLink/Lumen  
     City of Grand Junction Fire Station 2  
     Grand Valley Irrigation Company  
 All utilities are existing in this corridor and extended to the site. A Fire Flow Form was prepared and is included with this submittal.
5. **Special or unusual demands on utilities-** The demands of the proposed residential units on utilities are similar in nature to that of surrounding development. The infrastructure is in place to meet the demand.
6. **Effects on public facilities-** The effect on public facilities, i.e. police, fire, as a result of the approval of the Major Site Plan for the subject parcel will be minimal.
7. **Hours of operation-** Typical of residential development.
8. **Number of employees-** Not applicable.
9. **Signage plans-** To be determined. A sign package plan will be submitted for approval if signage is desired.
10. **Site Soils Geology-** Not applicable to this project. A residential use already exists, and all infrastructure is in place.
11. **Impact of project on site geology and geological hazards-** None are anticipated.

**E. Must address the review criteria contained in the Zoning and Development Code for the type of application being submitted**

**Section 21.02.070 (6) of the Zoning and Development Code:**

**General Approval Criteria. No permit may be approved unless all of the following criteria are satisfied:**

**(i) Compliance with the Comprehensive Plan and any applicable adopted plan.**

The request is in compliance with the newly adopted 2020 Comprehensive Plan.

**(ii) Compliance with this zoning and development code.**

The request will be in compliance with the zoning and development code, upon final approval of the MXR-3 rezone request.

**(iii) Conditions of any prior approvals.**

There are no conditions of prior approvals.

**(iv) Public facilities and utilities shall be available concurrent with the development.**

All public facilities and utilities will be available concurrent with the construction of the project.

**(v) Received all applicable local, State and federal permits.**

All applicable permits will be obtained for this project.

**Section 21.02.180 (c) of the Zoning and Development Code:**

**General Approval Criteria. Applications for a revocable permit shall demonstrate compliance with all of the following:**

**(1) There will be benefits derived by the community or area by granting the proposed revocable permit;**

The proposed landscaping of the ROW on N. 13<sup>th</sup> Street will provide the community with a visually pleasing aesthetic.

**(2) There is a community need for the private development use proposed for the City property;**

The city property in this case refers to N. 13<sup>th</sup> Street, which is needed by the community for transportation uses throughout this part of town. The landscaping of the ROW will provide an attractive pedestrian experience. A separate Site Plan submittal will be made showing the exact location of the proposed landscaping.

**(3) The City property is suitable for the proposed uses and no other uses or conflicting uses are anticipated for the property;**

The proposed landscaping is suitable for the ROW and no other conflicting uses are anticipated for the project.

**(4) The proposed use shall not negatively impact access, traffic circulation, neighborhood stability or character, sensitive areas such as floodplains or natural hazard areas;**

There are no sensitive or hazard areas listed for this project location. Traffic and neighborhood stability and circulation will not be negatively impacted by the addition of the landscaping in the ROW on N. 13<sup>th</sup> Street.

**(5) The proposed use is in conformance with and in furtherance of the implementation of the goals, objectives and policies of the Comprehensive Plan, other adopted plans and the policies, intents and requirements of this code and other City policies; and**

This submittal is in compliance with the Comprehensive Plan and other adopted plans and policies set forth by the city of Grand Junction.

**(6) The application complies with the submittal requirements as set forth in Section 127 of the City Charter, this chapter and the Submittal Standards for Improvements and Development manual.**

The application complies with all applicable sections, chapters, and standards listed above.

**F. Development Schedule and Phasing**

Construction is anticipated immediately upon approval of the Site Plan.

OWNERSHIP STATEMENT - CORPORATION OR LIMITED LIABILITY COMPANY

(a) BOA Builders LLC ("Entity") is the owner of the following property:

(b) 1313 Bunting Avenue, Grand Junction, CO

A copy of the deed(s) evidencing the owner's interest in the property is attached. Any documents conveying any interest in the property to someone else by the owner are also attached.

I am the (c) Member for the Entity. I have the legal authority to bind the Entity regarding obligations and this property. I have attached the most recent recorded Statement of Authority of the Entity.

My legal authority to bind the Entity both financially and concerning this property is unlimited.

My legal authority to bind the Entity financially and/or concerning this property is limited as follows:

[Empty box for limited authority details]

The Entity is the sole owner of the property.

The Entity owns the property with other(s). The other owners of the property are:

[Empty box for other owners]

On behalf of Entity, I have reviewed the application for the (d) Subdivision Plat/Plan - Major Preliminary/Final

I have the following knowledge or evidence of a possible boundary conflict affecting the property:

(e) None

I understand the continuing duty of the Entity to inform the City planner of any changes regarding my authority to bind the Entity and/or regarding ownership, easement, right-of-way, encroachment, lienholder and any other interest in the land.

I swear under penalty of perjury that the information in this Ownership Statement is true, complete and correct.

Signature of Entity representative: [Handwritten Signature]

Printed name of person signing: Charlie Gechter, Member

State of Colorado )

County of Mesa ) ss.

Subscribed and sworn to before me on this 14th day of August, 2023

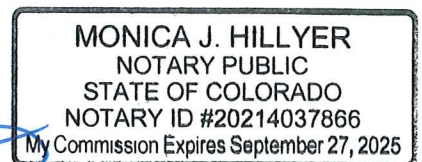
by Charlie Gechter, Member

Witness my hand and seal.

My Notary Commission expires on 9/29/2025

[Handwritten Notary Signature]

Notary Public Signature





**RETURN RECORDED DOCUMENT TO:**  
CS Assets LLC, a Colorado Limited Liability Company  
218 Easter Hill Drive, Grand Junction, CO 81507

Document Fee: **\$38.50**

**GENERAL WARRANTY DEED**

**THIS GENERAL WARRANTY DEED**, dated 14th day of April, 2022, is made between **Maria Antonia Serafino-Noble** ("Grantor"), of the County of Mesa and the State of Colorado.

AND

**CS Assets LLC, a Colorado Limited Liability Company** ("Grantee"), of the County of Mesa and the State of Colorado, whose legal address is 218 Easter Hill Drive, Grand Junction, CO 81507.

**WITNESS**, that the Grantor(s), for and in consideration of **THREE HUNDRED EIGHTY FIVE THOUSAND AND 00/100 DOLLARS (\$385,000.00)** and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, has granted, bargained, sold and conveyed, and by these presents does grant, bargain, sell, and convey unto the Grantee, and the heirs, successors and assigns of the Grantee forever, all the real property, together with fixtures and improvements located thereon, if any, situate, lying and being in the County of **Mesa** and State of Colorado, described as follows:

**Lots 1, 2, 3 and the West 10.9 feet of Lot 4 in Block 2 of DEVOE SUBDIVISION, County of Mesa, State of Colorado**

ALSO KNOWN AS: **1313 Bunting Avenue, Grand Junction, CO 81501**

**TOGETHER WITH**, all and singular the hereditaments and appurtenances thereunto belonging, or in anywise appertaining, and the reversion and reversions, remainder and remainders, rents, issues and profits thereof, and all the estate, right, title, interest, claim and demand whatsoever of the Grantor(s), either in law or in equity, of, in and to the above-bargained premises, with the hereditaments and appurtenances.

**TO HAVE AND TO HOLD** the said premises above bargained and described, with the appurtenances, unto the Grantee, and the heirs, successors and assigns of the Grantee forever. The Grantor, for the Grantor and the heirs, successors and assigns or the Grantor, **warrants title to the same**, subject to ***the Statutory Exceptions***

EXECUTED AND DELIVERED by Grantor on the date first set forth above.

*Maria Antonia Serafino-Noble*  
**Maria Antonia Serafino-Noble**

State of : **Colorado** }  
County Of **Mesa** } ss.

The foregoing instrument was subscribed, sworn to, and acknowledged before me this **April 14, 2022**, by **Maria Antonia Serafino-Noble**

My Commission expires:

**NANNETTE J. ALLEN-BROWN**  
NOTARY PUBLIC  
STATE OF COLORADO  
NOTARY ID #20014031863  
My Commission Expires October 14, 2025

Witness my hand and official seal.  
*Nannette J. Allen-Brown*  
Notary Public

**\*\*If tenancy is unspecified, the legal presumption shall be tenants in common (C.R.S. 38-31-101)**



**STATEMENT OF AUTHORITY**

(§38-30-172, C.R.S.)

1. This Statement of Authority relates to an entity<sup>1</sup> named

**BOA BUILDERS LLC**

2. The type of entity is a:

Corporation

Nonprofit Corporation

Limited Liability Company

General Partnership

Limited Partnership

Registered Limited Liability Partnership

Registered Limited Liability Limited Partnership

Limited Partnership Association

Government or Governmental Subdivision or Agency

Trust

3. The entity is formed under the laws of **COLORADO**

4. The mailing address for the entity is **474 E SCENIC DRIVE, GRAND JUNCTION, CO 81507**

5. The  name  position of each person authorized to execute instruments conveying, encumbering or otherwise affecting title to real property on behalf of the entity is **CHARLIE GECHTER AS MEMBER OR WENDI GECHTER AS MEMBER**

6. The authority of the foregoing person(s) to bind the entity:  is<sup>2</sup> not limited  is limited as follows:

7. Other matters concerning the manner in which the entity deals with interests in real property:

8. This Statement of Authority is executed on behalf of the entity pursuant to the provisions of §38-30-172, C.R.S.<sup>3</sup>

9. This Statement of Authority amends and supersedes in all respects any and all prior dated Statements of Authority executed on behalf of the entity.

***(Signature and Notary Acknowledgement on Second Page)***

<sup>1</sup>This form should not be used unless the entity is capable of holding title to real property.

<sup>2</sup>The absence of any limitation shall be prima facie evidence that no such limitation exists.

<sup>3</sup>The statement of authority must be recorded to obtain the benefits of the statute.





## EXHIBIT A

A three (3') foot strip of land situated in the Southwest Quarter of the Southwest Quarter of Section 12, Township 1 South, Range 1 West, of the Ute Meridian, City of Grand Junction, County of Mesa, State of Colorado, said strip laying one and one-half (1.5') feet on each side of the following described centerline:

Commencing at the Westerly City of Grand Junction Block Monument at the intersection of Bunting Avenue and 13<sup>th</sup> Street, being an iron pin in a monument box, whence the City of Grand Junction Block Monument at the intersection of Bunting Avenue and 15<sup>th</sup> Street, being an illegible 2" aluminum cap in a monument box, bears North 89°59'55" East, with all bearings herein relative thereto;

Thence South 10°30'36" East, a distance of 165.40 feet to the Point of Beginning;

Thence South 89°55'51" East, a distance of 92.36 feet to the Point of Termination.

Said parcel containing 277 square feet, more or less.

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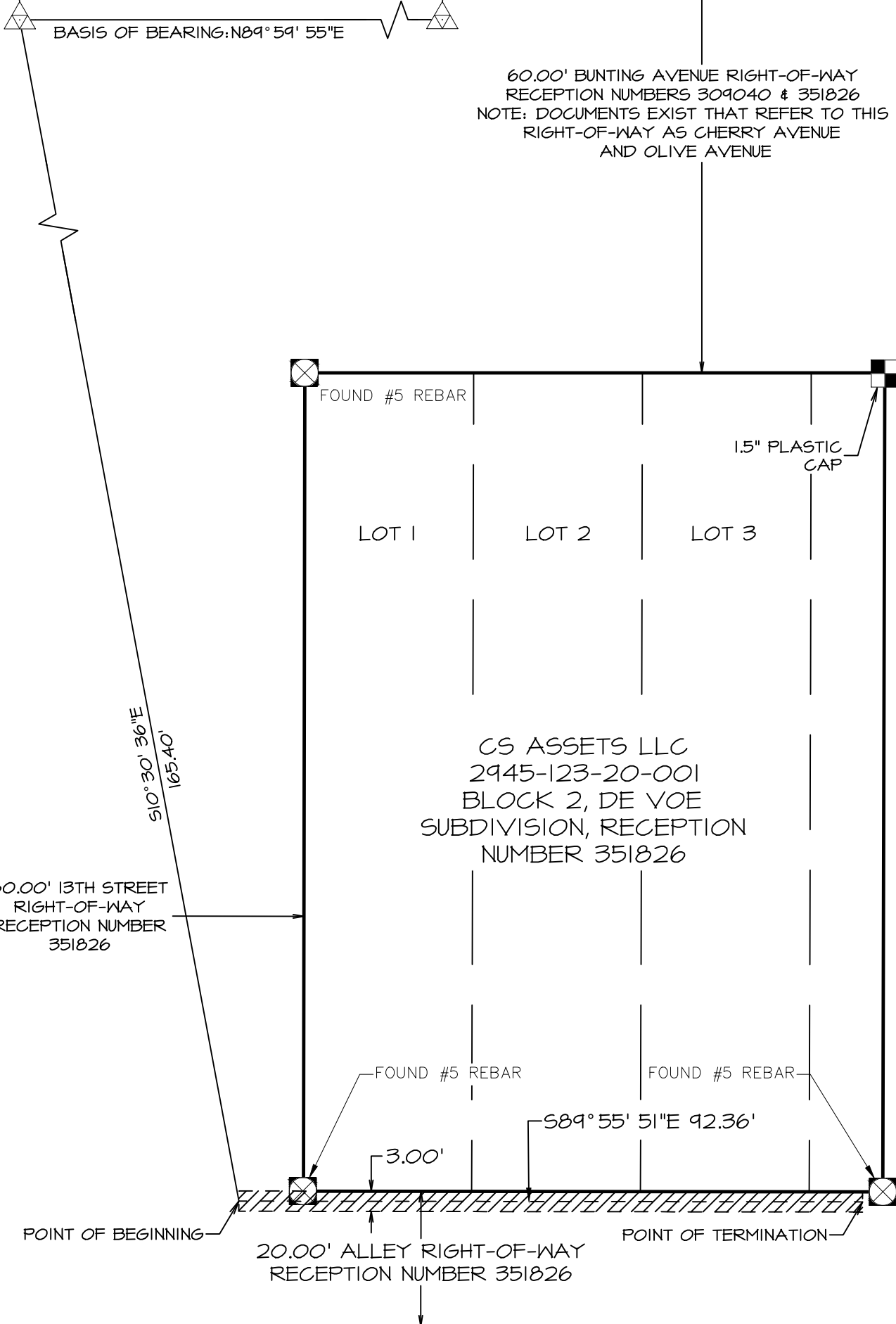
This description was prepared by:  
Alec K. Thomas  
Colorado P.L.S. 38274  
215 Pitkin Ave - #201  
Grand Junction, CO 81501

NOTICE: Any rewriting or retyping of this description must NOT include this preparation information. Lack of an original seal indicates this document is not the original.

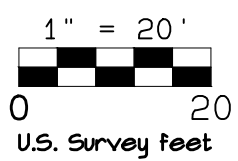
# EXHIBIT B

FOUND IRON PIN  
IN MONUMENT BOX  
CITY BLOCK MONUMENT  
BUNTING AVENUE &  
13TH STREET  
POINT OF COMMENCEMENT  
NOTE: THE WESTERLY OF 2 BLOCK  
MONUMENTS AT THIS INTERSECTION

FOUND 2" Ø ALUMINUM  
IN MONUMENT BOX  
CITY BLOCK MONUMENT  
BUNTING AVENUE &  
15TH STREET



THIS EXHIBIT IS FOR THE PURPOSE OF GRAPHICALLY REPRESENTING A WRITTEN DESCRIPTION - IT DOES NOT REPRESENT A MONUMENTED BOUNDARY SURVEY



**RIVER CITY**  
CONSULTANTS

215 Pitkin Avenue, Unit 201  
Grand Junction, CO 81501  
Phone: 970.241.4722  
Fax: 970.241.8841  
www.rccwest.com

Drawn: BLC	Checked: AKT	6/5/23	Job No. 1714-014
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S:\PROJECTS\1718 BOA Builders\014 1313 Bunting Ave\Survey\DWG





**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION CONCERNING  
THE ISSUANCE OF A REVOCABLE PERMIT TO  
BOA BUILDERS LLC**

**Recitals.**

A. BOA BUILDERS LLC, hereinafter referred to as the Petitioner, represent it is the owner of the following described real property in the City of Grand Junction, County of Mesa, State of Colorado, to wit:

LOTS 1 TO 3 INC + W 10.9FT OF LOT 4 BLK 2 DEVOE SUB SEC 12 1S 1W  
and identified by Mesa County Tax Schedule Number 2945-123-20-001.

B. The Petitioner has requested that the City Council of the City of Grand Junction issue a Revocable Permit to allow the Petitioner to install, maintain and repair a stormwater v-pan within the following described public right-of-way:

A three (3') foot strip of land situated in the Southwest Quarter of the Southwest Quarter of Section 12, Township 1 South, Range 1 West, of the Ute Meridian, City of Grand Junction, County of Mesa, State of Colorado, said strip laying one and one-half (1.5') feet on each side of the following described centerline:

Commencing at the Westerly City of Grand Junction Block Monument at the intersection of Bunting Avenue and 13th Street, being an iron pin in a monument box, whence the City of Grand Junction Block Monument at the intersection of Bunting Avenue and 15th Street, being an illegible 2" aluminum cap in a monument box, bears North 89°59'55" East, with all bearings herein relative thereto;

Thence South 10°30'36" East, a distance of 165.40 feet to the Point of Beginning;

Thence South 89°55'51" East, a distance of 92.36 feet to the Point of Termination.

Said parcel containing 277 square feet, more or less.

See Exhibit B.

C. Relying on the information supplied by the Petitioner and contained in File No. RVP-2022-817 in the office of the City's Community Development Department, the City Council has determined that such action would not at this time be detrimental to the inhabitants of the City of Grand Junction.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRAND JUNCTION, COLORADO:

1. That the City Manager is hereby authorized and directed to issue the attached Revocable Permit to the above-named Petitioner for the purpose aforescribed and within the limits of the public right-of-way aforescribed, subject to each and every term and condition contained in the attached Revocable Permit.

PASSED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Attest:

\_\_\_\_\_  
President of the City Council

\_\_\_\_\_  
City Clerk

## REVOCABLE PERMIT

### Recitals.

A. BOA BUILDERS LLC, hereinafter referred to as the Petitioner, represent it is the owner of the following described real property in the City of Grand Junction, County of Mesa, State of Colorado, to wit:

LOTS 1 TO 3 INC + W 10.9FT OF LOT 4 BLK 2 DEVOE SUB SEC 12 1S 1W  
and identified by Mesa County Tax Schedule Number 2945-123-20-001.

B. The Petitioner has requested that the City Council of the City of Grand Junction issue a Revocable Permit to allow the Petitioner to install, maintain and repair a stormwater v-pan within the following described public right-of-way:

A three (3') foot strip of land situated in the Southwest Quarter of the Southwest Quarter of Section 12, Township 1 South, Range 1 West, of the Ute Meridian, City of Grand Junction, County of Mesa, State of Colorado, said strip laying one and one-half (1.5') feet on each side of the following described centerline:

Commencing at the Westerly City of Grand Junction Block Monument at the intersection of Bunting Avenue and 13th Street, being an iron pin in a monument box, whence the City of Grand Junction Block Monument at the intersection of Bunting Avenue and 15th Street, being an illegible 2" aluminum cap in a monument box, bears North 89°59'55" East, with all bearings herein relative thereto;

Thence South 10°30'36" East, a distance of 165.40 feet to the Point of Beginning;

Thence South 89°55'51" East, a distance of 92.36 feet to the Point of Termination.

Said parcel containing 277 square feet, more or less.

See Exhibit B.

C. Relying on the information supplied by the Petitioner and contained in File No. RVP-2022-817 in the office of the City's Community Development Department, the City Council has determined that such action would not at this time be detrimental to the inhabitants of the City of Grand Junction.

NOW, THEREFORE, IN ACCORDANCE WITH THE ACTION OF THE CITY COUNCIL OF THE CITY OF GRAND JUNCTION, COLORADO:

There is hereby issued to the above-named Petitioner a Revocable Permit for the purpose aforescribed and within the limits of the public right-of-way aforescribed; provided, however, that the issuance of this Revocable Permit shall be conditioned upon the following terms and conditions:

1. The Petitioner's use and occupancy of the public right-of-way as authorized pursuant to this Permit shall be performed with due care or any other higher standard of care as may be required to avoid creating hazardous or dangerous situations and to avoid damaging public improvements and public utilities or any other facilities presently existing or which may in the future exist in said right-of-way.

2. The City hereby reserves and retains a perpetual right to utilize all or any portion of the aforescribed public right-of-way for any purpose whatsoever. The City further reserves and retains the right to revoke this Permit at any time and for any reason.

3. The Petitioner, for itself and for its successors, assigns and for all persons claiming through the Petitioner, agrees that it shall defend all efforts and claims to hold, or attempt to hold, the City of Grand Junction, its officers, employees and agents, liable for damages caused to any property of the Petitioner or any other party, as a result of the Petitioner's occupancy, possession or use of said public right-of-way or as a result of any City activity or use thereof or as a result of the installation, operation, maintenance, repair and replacement of public improvements.

4. The Petitioner agrees that it shall at all times keep the above described public right-of-way in good condition and repair.

5. This Revocable Permit shall be issued only upon the concurrent execution by the Petitioner of an agreement that the Petitioner and the Petitioner's successors and assigns shall save and hold the City of Grand Junction, its officers, employees and agents harmless from, and indemnify the City, its officers, employees and agents, with respect to any claim or cause of action however stated arising out of, or in any way related to, the encroachment or use permitted, and that upon revocation of this Permit by the City the Petitioner shall, at the sole cost and expense of the Petitioner, within thirty (30) days of notice of revocation (which may occur by mailing a first class letter to the last known address), peaceably surrender said public right-of-way and, at its own expense, remove any encroachment so as to make the aforescribed public right-of-way available for use by the City or the general public. The provisions concerning holding harmless and indemnity shall survive the expiration, revocation, termination or other ending of this Permit.

6. This Revocable Permit, the foregoing Resolution and the following Agreement shall be recorded by the Petitioner, at the Petitioner's expense, in the office of the Mesa County Clerk and Recorder.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

The City of Grand Junction,  
a Colorado home rule municipality

Attest:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Manager

Acceptance by the Petitioner:

---

BOA BUILDERS LLC

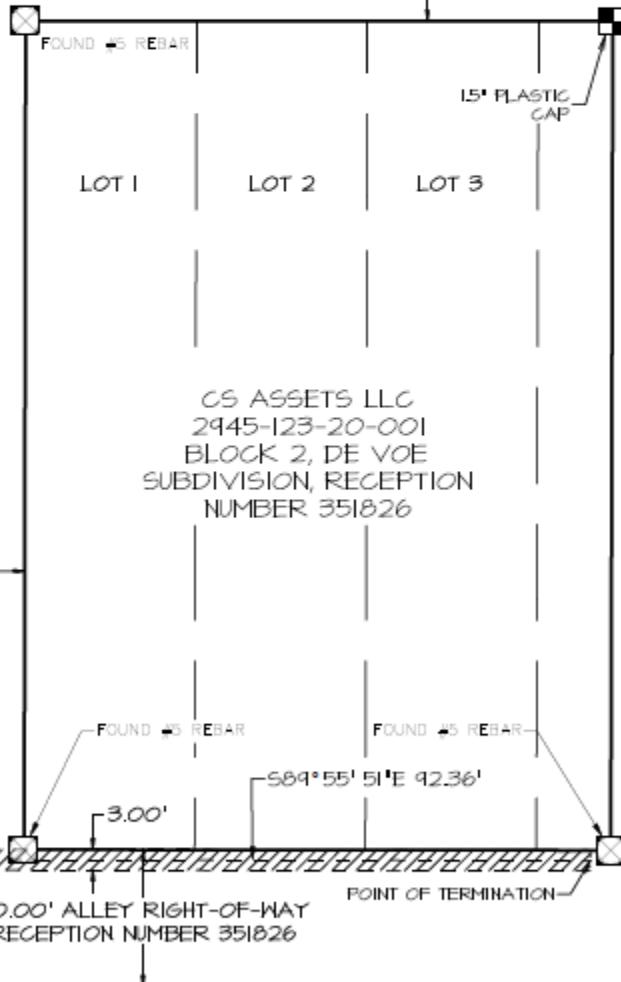
# EXHIBIT B

FOUND IRON PIN  
IN MONUMENT BOX  
CITY BLOCK MONUMENT  
BUNTING AVENUE &  
13TH STREET  
POINT OF COMMENCEMENT  
NOTE: THE WESTERLY OF 2 BLOCK  
MONUMENTS AT THIS INTERSECTION

FOUND 2" Ø ALUMINUM  
IN MONUMENT BOX  
CITY BLOCK MONUMENT  
BUNTING AVENUE &  
10TH STREET

BASIS OF BEARING: N09° 54' 55" E

60.00' BUNTING AVENUE RIGHT-OF-WAY  
RECEPTION NUMBERS 304040 & 351826  
NOTE: DOCUMENTS EXIST THAT REFER TO THIS  
RIGHT-OF-WAY AS CHERRY AVENUE  
AND OLIVE AVENUE



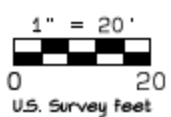
60.00' 15TH STREET  
RIGHT-OF-WAY  
RECEPTION NUMBER  
351826

CS ASSETS LLC  
2945-123-20-001  
BLOCK 2, DE VOE  
SUBDIVISION, RECEPTION  
NUMBER 351826

POINT OF BEGINNING

20.00' ALLEY RIGHT-OF-WAY  
RECEPTION NUMBER 351826

POINT OF TERMINATION



THIS EXHIBIT IS FOR THE PURPOSE OF GRAPHICALLY  
REPRESENTING A WRITTEN DESCRIPTION - IT DOES NOT  
REPRESENT A MONUMENTED BOUNDARY SURVEY

 <b>RIVER CITY</b> CONSULTANTS		215 P8th Avenue, Unit 201 Grand Junction, CO 81501 Phone: 970.241.4722 Fax: 970.241.8841 www.rcoweb.com	
Drawn: BLC	Checked: AKT	6/5/23	Job No. 1714-014
S:\PROJECTS\1718 BOA Builders\014 1515 Bunting Ave\Survey\DWG			



**AGREEMENT**

BOA BUILDERS LLC, for itself and for its successors and assigns, does hereby agree to:

(a) Abide by each and every term and condition contained in the foregoing Revocable Permit;

(b) Indemnify and hold harmless the City of Grand Junction, its officers, employees and agents with respect to all claims and causes of action, as provided for in the approving Resolution and Revocable Permit;

(c) Within thirty (30) days of revocation of said Permit by the City Council, peaceably surrender said public right-of-way to the City of Grand Junction;

(d) At the sole cost and expense of the Petitioner, remove any encroachment so as to make said public right-of-way fully available for use by the City of Grand Junction or the general public.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

BOA BUILDERS LLC

By: \_\_\_\_\_  
Wendi Gechter, Member

State of Colorado )  
                          )ss.  
County of Mesa     )

The foregoing Agreement was acknowledged before me this \_\_\_ day of \_\_\_\_\_, 2023, by Wendi Gechter, Member of BOA BUILDERS LLC

My Commission expires: \_\_\_\_\_  
Witness my hand and official seal.

\_\_\_\_\_  
Notary Public



**Grand Junction City Council**

**Regular Session**

**Item #5.b.**

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**Meeting Date:** September 20, 2023  
**Presented By:** Trenton Prall, Public Works Director  
**Department:** Community Development  
**Submitted By:** Trent Prall, Public Works Director

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**Information**

**SUBJECT:**

A Resolution Authorizing the City Manager to Submit a Planning Grant Application to the U.S. Department of Transportation's FY 2023-2024 Reconnecting Communities and Neighborhoods Program for a Pedestrian/Bicycle Facility over I-70B, Union Pacific Railroad, and Riverside Parkway near 24 Road

**RECOMMENDATION:**

Authorize the City Manager to submit an application in response to the Notice of Funding Opportunity for the U.S. Department of Transportation's FY 2023-2024 Reconnecting Communities and Neighborhoods Program for a Pedestrian/Bicycle Facility over I-70B, Union Pacific Railroad, and Riverside Parkway near 24 Road.

**EXECUTIVE SUMMARY:**

City staff recommends a request through the Department of Transportation (DOT) Reconnecting Communities and Neighborhoods Program. The project is estimated at \$750,000. The funding request is for \$600,000 to plan, design, and permit a new Pedestrian/Bicycle Facility over I-70B, Union Pacific Railroad, and Riverside Parkway near 24 Road connecting the Riverfront Trail to the 24 Road path at Patterson Rd.

**BACKGROUND OR DETAILED INFORMATION:**

The Department of Transportation (DOT) has combined two grant programs, the Reconnecting Communities Pilot (RCP) program and the Neighborhood Access and Equity (NAE) Program, jointly referred to as the Reconnecting Communities and Neighborhoods (RCN) Program, in order to streamline the process for applicants and distribute funding to eligible entities. Funds for the Federal Fiscal Year (FY) 2023 RCN Program will be awarded on a competitive basis for projects which advance community-centered transportation connection projects (with a priority for projects that benefit disadvantaged communities), improve access to daily needs such as jobs, education,

healthcare, food, nature, and recreation, and foster equitable development and restoration.

The Infrastructure Investment and Jobs Act (IIJA) - commonly referred to as the Bipartisan Infrastructure Law (BIL), is a United States federal statute signed into law on November 15, 2021. In FY 23, this legislation allocates up to \$198 million for the RCP program. The Inflation Reduction Act (IRA) which was signed into law on August 16, 2022 allocates \$3.155 billion for the NAE program, of which at least 40 percent will be distributed to economically disadvantaged communities. Between these combined programs, the DOT has \$3.353 billion available for the FY 23 RCN Notice of Funding Opportunity.

RCN applicants will be considered for both funding programs unless they opt out of a specific program. In total for the RCN Program, the Department expects to award up to \$188 million to Community Planning Grants, \$2.718 billion to Capital Construction Grants, and \$450 million to Regional Partnerships Challenge Grants.

City staff recommends a request in the Community Planning Grant category.

Projects will be expected to have funds obligated by September 30, 2026, a minimum 20 percent match is required.

**Selected Project:**

24 Road corridor from the Riverfront Trail to Canyon View Park has been identified as an active transportation corridor for years. Recently the City just completed the last 3/8 mile segment to connect Mesa Mall to Canyon View Park. The remaining reach is to connect the Riverfront Trail to the 24 Road path at Patterson Road.

Staff recommends this project be selected for the application as the facility will overcome significant barriers such as the Riverside Parkway, Union Pacific Railroad, and I-70B.

This project implements the recommended treatments for non-motorized pedestrian, rolling, and bicycle transportation modes identified in the City's adopted Pedestrian and Bicycle Plan for the 24 Road corridor. Combined with other corridor projects, the subject bridge structure project will provide a multi-modal path and a safe and low stress crossing over I-70B, UPRR, and Riverside Parkway. The project will transform the 24 Road corridor to accommodate safe and comfortable multi-modal facilities from the Riverfront Trail to Canyon View Park, including access to the commercial areas, employment centers, Community Hospital and soon residential developments along the corridor.

The project has been identified in the Grand Valley Regional Transportation Planning Office's 2045 Regional Transportation Plan, the City's active transportation plan, and the City's Pedestrian and Bicycle Plan. The safe crossing is designated as "High Priority" in the City's Pedestrian and Bicycle Plan; the entire 24 Road corridor is a

priority by the City's Urban Trails Committee. One of the key goals in the 2045 Regional Transportation Plan is to “Foster active transportation by providing a regionally connected network of low-stress facilities that are safe for people walking and people biking.” The foundation of the Pedestrian and Bicycle Plan is reducing the Level of (Traffic) Stress on key corridors. The existing Riverside Parkway, UPRR, I-70B crossing is a Level of Stress 4, the highest possible level. With the support of USDOT funding, the project will reduce that to the lowest possible Level of Stress of 1 with a separated path. Additionally, the project will address national and local transportation goals such as safety, improved network connectivity, encouraged active transportation, reduced greenhouse gas emissions, improved recreation, quality of life, public health and transportation equity.

The proposed planning grant would help fund the development and analysis of proposed alignments, complete environmental and agency permitting and deliver a final set of construction drawings. Once this work nears completion the City would be eligible to apply for the next round of Reconnecting Communities and Neighborhoods for construction funding.

**FISCAL IMPACT:**

The planning, design, and permitting for the project is estimated at \$750,000. The City's match would be 20 percent or \$150,000 and is in the Transportation Capacity Fund 2023 Adopted Budget.

**SUGGESTED MOTION:**

I move to (adopt/deny) Resolution No. 85-23, a resolution supporting the application to the Reconnecting Communities and Neighborhoods Grant Opportunity to Support the 24 Road Multi-Modal Bridge and Path at I-70B Project.

**Attachments**

- 1. RES-RCCNG 24Rd at I-70B

## RESOLUTION NO. \_\_-23

### A RESOLUTION SUPPORTING THE PLANNING GRANT APPLICATION FOR RECONNECTING COMMUNITIES AND NEIGHBORHOODS GRANT FOR 24 ROAD MULTIMODAL BRIDGE AND PATH AT I-70B PROJECT

BE IT RESOLVED by the City Council of the City of Grand Junction, Colorado that:

The City of Grand Junction by, with and through this Resolution supports the 24 Road Multimodal Bridge and Path at I-70B project.

The Department of Transportation (DOT) has combined two grant programs, the Reconnecting Communities Pilot (RCP) program and the Neighborhood Access and Equity (NAE) Program, jointly referred to as the Reconnecting Communities and Neighborhoods (RCN) Program, in order to streamline the process for applicants and distribute funding to eligible entities. Funds for the Federal Fiscal Year (FY) 2023 RCN Program will be awarded on a competitive basis for projects which advance community-centered transportation connection projects (with a priority for projects that benefit disadvantaged communities), improve access to daily needs such as jobs, education, healthcare, food, nature, and recreation, and foster equitable development and restoration.

The Infrastructure Investment and Jobs Act (IIJA) - commonly referred to as the Bipartisan Infrastructure Law (BIL), is a United States federal statute signed into law on November 15, 2021. In FY 23, this legislation allocates up to \$198 million for the RCP program. The Inflation Reduction Act (IRA) which was signed into law on August 16, 2022 allocates \$3.155 billion for the NAE program, of which at least 40% will be distributed to economically disadvantaged communities. Between these combined programs, the DOT has \$3.353 billion available for the FY 23 RCN Notice of Funding Opportunity.

RCN applicants will be considered across both funding programs unless they opt out of a specific program. In total for the RCN Program, the Department expects to award up to \$188 million to Community Planning Grants, \$2.718 billion to Capital Construction Grants, and \$450 million to Regional Partnerships Challenge Grants.

In accordance with the grant purposes, the City Public Works Department proposes the funds be invested to plan, design, and permit a new multimodal bridge and trail to be constructed east of the 24 Road bridge over I-70B, Union Pacific Railroad, and Riverside Parkway connecting the Riverfront Trail to the 24 Road Path at Patterson Road.

City staff is seeking \$600,000 from the US DOT's Reconnecting Communities and Neighborhood Grant funds for the \$750,000 project representing a 20% match. Completion of the planning, design, and permitting project is planned for early 2025.

The City Council authorizes the expenditure of funds necessary to meet the terms and obligations, including established deadlines, of any grant award. If a grant is awarded, the City Council hereby authorizes the City Manager to sign the grant agreement for the Project.

The City staff has recommended that the City Council support the grant application and if awarded that the planning grant be utilized for the 24 Road Multimodal Bridge and Path at I-70B project.

PASSED and ADOPTED this 20<sup>th</sup> day of September 2023

ATTEST:

\_\_\_\_\_  
Anna M. Stout  
President of the City Council

\_\_\_\_\_  
Amy Phillips  
City Clerk

DRAFT





**Grand Junction City Council**

**Regular Session**

**Item #6.a.i.**

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**Meeting Date:** September 20, 2023  
**Presented By:** Jodi Welch, Finance Director  
**Department:** Finance  
**Submitted By:** Jodi Welch, Finance Director

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**Information**

**SUBJECT:**

An Ordinance Authorizing a Supplemental Appropriation for a Grant to the Counseling and Education Center (CEC)

**RECOMMENDATION:**

Staff recommends approval of the proposed ordinance making supplemental appropriations to amend the 2023 City of Grand Junction Budget and ordering publication in pamphlet form.

**EXECUTIVE SUMMARY:**

The budget was adopted by the City Council through an appropriation ordinance to authorize spending at a fund level based on the line item budget. Supplemental appropriations are also adopted by ordinance and are required when the adopted budget is increased to reappropriate funds for capital projects that began in one year and need to be carried forward to the current year to complete. Supplemental appropriations are also required to approve new projects or expenditures.

This supplemental appropriation is required for spending authorization to allocate \$996,006 in American Rescue Plan Act (ARPA) funds to the Counseling and Education Center (CEC).

**BACKGROUND OR DETAILED INFORMATION:**

The ARPA Fund (Fund 114) accounts for the direct distribution of federal ARPA funds to the City of Grand Junction. A total of \$10.4 million has been received by the City and in 2022, City Council authorized the distribution of \$1,387,130 to Visit Grand Junction, Air Alliance, and Sports Commission for lodging revenue loss, leaving a remaining \$9,012,870 available for distribution. Grand Junction City Council appointed an Advisory Committee (Committee) to make recommendations about how the funds will

be spent. To date, City Council has authorized the allocation of \$5,873,337 million in ARPA funds; \$1,500,000 to Grand Valley Catholic Outreach, \$1,000,000 to Com Act (Housing Resources of Western Colorado) and \$3,373,337 for the Land and Building Acquisition Program which leaves \$3,139,533 available for allocation. At the August 14 workshop, Council heard an update from CEC and indicated support on moving forward on funding.

At the time of the adoption of the 2023 budget, City Council had not heard the recommendations from the Committee, nor made any decisions on grant awards. Therefore, distribution of monies from the ARPA Fund was not budgeted or appropriated. Therefore, a supplemental appropriation is required in the ARPA Fund (Fund 114) of \$996,006. The supplemental appropriation authorizes the budget for the spending authority. The actual spending will be accounted for in the ARPA Fund.

**FISCAL IMPACT:**

The supplemental appropriation ordinance is presented in order to ensure sufficient appropriation by fund to defray the necessary expenses of the City of Grand Junction. The appropriation ordinance is consistent with, and as proposed for adoption, reflective of lawful and proper governmental accounting practices and are supported by the supplementary documents incorporated by reference above.

**SUGGESTED MOTION:**

I move to (adopt/deny) Ordinance No. 5174, an ordinance making supplemental appropriations to the 2023 Budget of the City of Grand Junction, Colorado for the year beginning January 1, 2023 and ending December 31, 2023 on final passage and order final publication in pamphlet form.

**Attachments**

1. 2023 Counseling and Education Center Supplemental Appropriation 1st Reading September 6, 2023

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE MAKING SUPPLEMENTAL APPROPRIATIONS TO THE 2023 BUDGET OF THE CITY OF GRAND JUNCTION, COLORADO FOR THE YEAR BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023 FOR COUNSELING AND EDUCATION CENTER**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAND JUNCTION:

That the following sums of money be appropriated from unappropriated fund balance and additional revenues to the funds indicated for the year ending December 31, 2023 to be expended from such funds as follows:

<b>Fund Name</b>	<b>Fund #</b>	<b>Appropriation</b>
American Rescue Plan Fund	114	\$ 996,006

**INTRODUCED AND ORDERED PUBLISHED IN PAMPHLET FORM** this 6<sup>th</sup> day of September, 2023.

**TO BE PASSED AND ADOPTED AND ORDERED PUBLISHED IN PAMPHLET FORM** this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
President of the Council

Attest:

\_\_\_\_\_  
City Clerk



## Grand Junction City Council

### Regular Session

Item #7.a.

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**Meeting Date:** September 20, 2023  
**Presented By:** City Council Audit Committee  
**Department:** City Council  
**Submitted By:** Jodi Welch, Finance Director

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### Information

#### **SUBJECT:**

Authorize the City Council Audit Committee to Execute a Contract with Haynie & Company for the December 31, 2023 Financial Audit Services

#### **RECOMMENDATION:**

The Audit Committee recommends a contract with Haynie & Company for December 31, 2023 Financial Audit Services with the option to renew for three additional years.

#### **EXECUTIVE SUMMARY:**

After requesting proposal for financial audit services, the Audit Committee received three responsive and responsible responses. After review and interviews of the two top firms, the Audit Committee recommends contracting with Haynie & Company. The cost for 2023 is \$41,500 for the audit of the Annual Comprehensive Financial Report and \$6,500 for the Single Audit as required by the Single Audit Act for federal funds. Subsequent years fees increase between 4.2 percent and 5 percent annually.

#### **BACKGROUND OR DETAILED INFORMATION:**

After review and consultation with the Audit Committee, staff issued an RFP (Request for Proposal) for auditing services for December 31, 2023, through BidNet Direct (an online site for government agencies to post solicitations) and posted on the City's Purchasing website, sent to the Grand Junction Chamber of Commerce, and advertised in The Daily Sentinel.

Through BidNet, the notice was sent specifically to 490 vendors within six different industry categories, including accounting, auditing, budget consulting, auditing, Certified Public Accountant services, financial services, and management financial services. 22 vendors viewed or downloaded the RFP document, eight were audit firms, and three submitted responses.

Three companies submitted proposals as summarized in the following table:

Company	Location	Bid Amount
		2023 ACFR audit + 2023 single audit
Hinkle & Company, PC	Englewood, CO	\$41,500.00
Haynie & Company	Littleton, CO	\$48,000.00
Eide Bailly, LLP	Denver, CO	\$76,000.00

An evaluation committee comprised of Mayor Stout and Mayor Pro-Tem Herman as the Audit Committee and other key staff reviewed each proposal and provided scoring utilizing Section 6.0. Evaluation Criteria and Factors of the RFP (Responsiveness of Submittal; Understanding of the Project, and Objectives; Experience; Strategy & Implementation Plan; Fees), and narrowed the list to two finalists; Eide Bailly, LLP and Haynie & Company. Interviews were conducted on July 25, 2023, and involved members of the evaluation and Audit Committees.

As requested by the Audit Committee and City Council and according to best practices prescribed by the Government Finance Officers Association (GFOA) for audit procurement, Haynie & Company proposed a completely new audit team led by a different partner in the firm. The GFOA's best practice statement for audit procurement also provides the recommendation for multi-year audit agreements to allow for greater continuity, as well as the recommendation that audit firms, regardless of staff assigned, are required to perform the audit according to Generally Accepted Audit Standards. See the attached memorandum from the Audit Committee to the City Council on September 11, 2023.

Based on the responses received, interviews of both firms, references, demonstrated experience with local government audit experience and finally proposed audit costs, it is the evaluation committee's recommendation to contract with Haynie & Company for the December 31, 2023, audit with the option to renew for three additional years.

Per Section 10.10 of the Purchasing Manual, all solicitation documents shall remain confidential until the Purchasing Division awards the contract.

**FISCAL IMPACT:**

The cost for the 2023 audit that is performed in 2024 will be included in the 2024 budget.

**SUGGESTED MOTION:**

I move to authorize the President of the City Council to adopt the Audit Committee recommendation to execute a contract with Haynie & Company for the audit of the December 31, 2023 Annual Comprehensive Financial Report and for the single audit of federal funds with the option to renew for three additional years.

**Attachments**

1. Memo From Audit Committee Re Financial Audit Services Recommendation

## *Memorandum*

**TO:** Members of City Council  
**FROM:** Anna Stout, Mayor  
Abe Herman, Mayor Pro-Tem  
**DATE:** September 12, 2023  
**SUBJECT:** Financial Audit Services Request For Proposal (RFP)

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After review and consultation with the Audit Committee, the Financial Audit Services RFP was issued in June 2023.

The City of Grand Junction uses a web-based bid and vendor management system called BidNet specializing in local government service. The Audit Financial Services RFP was issued via BidNet and posted on the City's Purchasing website. Through BidNet the notice was sent specifically to 490 vendors within six different industry categories including accounting, auditing, budget consulting, auditing, Certified Public Accountant services, financial services, and management financial services. 22 vendors viewed or downloaded the RFP document, eight were audit firms, and three submitted responses.

Staff performed an initial review of the detail responses to the RFP to make a recommendation to the Audit Committee regarding top firms to interview. The two top firms, Eide Bailly, LLP and Haynie & Company were interviewed by the evaluation committee comprised of the City Council Audit Committee, Jodi Welch, Finance Director, Ashley McGowen, Deputy Finance Director, Brandon Hinze, Controller, and Jay Valentine, General Services Director with Kathleen Franklin, Senior Buyer as the procurement professional.

As requested by the Audit Committee and City Council and according to best practices prescribed by the Government Finance Officers Association (GFOA) for audit procurement, Haynie & Company proposed a completely new audit team led by a different partner in the firm. For additional information, including the recommendation for multi-year agreements to allow for greater continuity, as well as the recommendation that audit firms, regardless of staff assigned, are required to perform the audit according to Generally Accepted Audit Standards, please see the attached best practice statement by GFOA.

Based on the responses received, interview of both firms, references, demonstrated experience with local government audit experience, and finally proposed audit costs, it is the evaluation committee's recommendation to contract with Haynie & Company for the December 31, 2023, audit with the option to renew for three additional years.

*C: Greg Caton, City Manager*

*John Shaver, City Attorney  
Jodi Welch, Finance Director*

*Attachment:*  
- GFOA Best Practices for Audit Procurement





BEST PRACTICES

# Audit Procurement

Select services that include a broad scope of financial presentations and perform their audits in accordance with the Generally Accepted Government Auditing Standards. Governments should enter into multiyear agreements and undertake a full-scale competitive selection process.

The Government Finance Officers Association (GFOA) has long recommended that state and local governmental entities obtain independent audits of their financial statements, and single audits, if required based on the entity's use of federal or state grant funds, performed in accordance with the appropriate professional auditing standards. Properly performed audits play a vital role in the public sector by helping to preserve the integrity of the public finance functions, and by maintaining citizens' confidence in their elected leaders.

**GFOA makes the following recommendations regarding the selection of auditing services:**

- The scope of the independent audit should encompass not only the fair presentation of the basic financial statements, but also the fair presentation of the financial statements of individual funds and component units. Nevertheless, the selection of the appropriate scope of the independent audit ultimately remains a matter of professional judgment. Accordingly, those responsible for securing independent audits should make their decision concerning the appropriate scope of the audit engagement based upon their

particular government's specific needs and circumstances, consistent with applicable legal requirements.

- Governmental entities should require in their audit contracts that the auditors of their financial statements perform their audits in accordance with the audit standards promulgated in the U.S. Government Accountability Office's Government Auditing Standards. Government Auditing Standards, also known as Generally Accepted Government Auditing Standards (GAGAS), provide a higher level of assurance with regard to internal control than Generally Accepted Audit Standards (GAAS), which are fully incorporated into GAGAS.
- Governmental entities should enter into multiyear agreements of at least five years in duration when obtaining the services of independent auditors. Such multiyear agreements can take a variety of different forms (e.g., a series of single-year contracts), consistent with applicable legal requirements. Such agreements allow for greater continuity and help to minimize the potential for disruption in connection with the independent audit. Multiyear agreements can also help to reduce audit costs by allowing auditors to recover certain "startup" costs over several years, rather than over a single year.
- Governmental entities should undertake a full-scale competitive process for the selection of independent auditors at the end of the term of each audit contract, consistent with applicable legal requirements. While there is some belief that auditor independence is enhanced by a policy requiring that the independent audit firm be replaced at the end of each multiyear agreement, unfortunately, the frequent lack of competition among audit firms fully qualified to perform public-sector audits could make a policy of mandatory audit firm rotation counterproductive. In such cases, it is recommended that a governmental entity actively seek the participation of all qualified firms, including the current auditors, assuming that the past performance of the current auditors has proven satisfactory. Where audit firm rotation does not result from this process, governments may consider requesting that senior engagement staff, such as engagement partners and senior managers, be rotated to provide a fresh perspective. Except in cases where a multiyear agreement has taken the form of a series of single-year contracts, a contractual

provision for the automatic renewal of the audit contract (e.g., an automatic second term for the auditor upon satisfactory performance) is inconsistent with this recommendation.

- Professional standards allow independent auditors to perform certain types of nonaudit services for their audit clients. Any significant nonaudit services should always be approved in advance by a governmental entity's audit committee. Furthermore, governmental entities should routinely explore the possibility of alternative service providers before making a decision to engage their independent auditors to perform significant nonaudit services.
- The audit procurement process should be structured so that the principal factor in the selection of an independent auditor is the auditor's ability to perform a quality audit. Price should not be allowed to serve as the sole criterion for the selection of an independent auditor, rather an independent auditor should have a demonstrated commitment to the state and local government audit practice.

Notes:

**Contract Issues for Governmental Audits** - The AICPA State and Local Government Expert Panel and GFOA worked together to develop this joint article intended to educate both governments and their auditors about clauses in contracts and engagement letters in the governmental environment that may not meet AICPA professional standards and that may create uncertainty about the auditor's independence.

References:

- *CPA Audit Quality: A Framework for Procuring Audit Services*, U.S. Government Accountability Office, August 1987.
- *Governmental Accounting, Auditing and Financial Reporting (GAAFR)*, Stephen J. Gauthier, GFOA, 2012.

**Board approval date: Friday, March 8, 2019**



**Grand Junction City Council**

**Regular Session**

**Item #8.a.**

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**Meeting Date:** September 20, 2023  
**Presented By:** Ashley Chambers, Housing Manager  
**Department:** Community Development  
**Submitted By:** Ashley Chambers, Housing Manager

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**Information**

**SUBJECT:**

A Resolution Authorizing American Rescue Plan Act (ARPA) Funding for the Joseph Center Expansion Project

**RECOMMENDATION:**

Staff recommends approval of this item.

**EXECUTIVE SUMMARY:**

The Joseph Center is requesting \$947,704 in American Rescue Plan Act (ARPA) funds for use as a capital investment in securing two new buildings to expand their current programs that would add an additional 15 beds for the Golden Girls project and approximately 20 additional emergency beds for families who have experienced domestic violence or houselessness. This resolution authorizes the City Manager to make an American Rescue Plan Act (ARPA) grant award of \$947,704 to the Joseph Center.

**BACKGROUND OR DETAILED INFORMATION:**

In June 2023, the City received a funding request to the Land and Building Acquisition Program(LAP) from the Joseph Center for the purchase of two buildings at 2404 Teller Ave and 2435 Belford Ave adjacent to the existing site in order to expand their current programs. The scoring committee for LAP reviewed the application but had requested additional information further detailing cost of renovations and ability for longer-term housing. In August 2023, the City received a resubmittal of a finalized application and funding request from the Joseph Center for \$947,704 to purchase the two buildings which would include the addition of a sprinkler system to ensure immediate habitability and the project with minor renovations would provide an additional 15 beds for the "Golden Girls Project", transitional housing for older women experiencing houselessness, and approximately 20 additional emergency shelter beds for families

who have experienced domestic violence or homelessness. The acquisition would also allow for the renovation of one of the buildings to provide additional shower and laundry services for unhoused individuals and families.

The Joseph Center is a Grand Junction non-profit, created to support families in the intersection of homelessness and parenting. Their mission is to provide hope, establish stability, and encourage resourcefulness, and a sense of belonging in the community. Additional project summary, support letters, budget, and details for the project are attached.

The Joseph Center is a strong community partner, has proven successful outcomes, and is committed to executing this expansion project in the timeline outlined. The Joseph Center represents they have funding sources for maintaining long-term operations from a variety of funders including the Colorado Health Foundation, Rocky Mountain Health Foundation, Mesa County Department of Human Services TANF funding, Buell Foundation, and others. They also affirm that they have the operational capacity to achieve both immediate and long-term results in addressing the emergent needs of a highly vulnerable population in the community.

In review of the project, staff identified that this funding request for transitional housing aligns strongly with Strategy 8 of the adopted Housing Strategy and to a lesser degree with Strategy 6 which is the foundation for the Land and Building Acquisition Program as outlined in Resolution 30-23. The intent of Strategy 6 is for property acquisition for the development of "Affordable and Mixed-Income housing", not for transitional housing.

- Strategy 8: "Provide Financial Support to Existing Housing and Homelessness Services and Promote Resident Access to Services."
- Strategy 6: "Allocate City Owned Land (and/or Strategically Acquire Vacant or Underutilized Properties for Affordable and Mixed-Income Housing."

Though this project does not appear eligible for Land and Building Acquisition program dollars, staff has brought forth this important and timely project that aligns with the City's adopted Housing Strategy 8, as well as the City's objectives for utilizing American Rescue Plan Act (ARPA) dollars on homelessness. As such, staff recommends the City Council consider funding this project in the amount of \$947,707 with ARPA dollars.

**FISCAL IMPACT:**

The American Rescue Plan Fund (Fund 114) accounts for the direct distribution of ARPA federal funds to the City of Grand Junction. A total of \$10.4 million has been received by the City and in 2022, City Council authorized the distribution of \$1.4 million to Visit Grand Junction, Air Alliance, and Sports Commission for lodging revenue loss, leaving a remaining \$9 million available for distribution.

At the time of the adoption of the 2023 budget, City Council had not heard the

recommendations from the ARPA Committee, nor made any decisions on grant awards. Therefore, distribution of monies from the American Rescue Plan Fund was not budgeted or appropriated. Since that time, the City Council has awarded \$1,500,000 to Grand Valley Catholic Outreach, \$1,000,000 to Housing Resources of Western Colorado, and \$3,373,337 for the City's Land and Building Acquisition Program, \$996,006 for the Counseling and Education Center which leaves \$2,143,527 available. If Council approves the resolution awarding the Joseph Center, a supplemental appropriation is required in the American Rescue Plan Fund of \$947,704 to authorize the spending, and there would be \$1,195,823 of ARPA funds remaining. The supplemental appropriation ordinance is on this agenda for consideration for first reading and setting a public hearing for adoption on October 4, 2023.

**SUGGESTED MOTION:**

I move to (adopt/deny) Resolution No. 86-23, a resolution authorizing the City Manager to make an American Rescue Plan Act (ARPA) grant award to the Joseph Center Expansion Project.

**Attachments**

- 1. Joseph Center Project Supporting Documents
- 2. RES-ARPA Joseph Center



# The Joseph Center Expansion Project

## Joseph Center Overview

The Joseph Center, a local Grand Junction non-profit, was created to support families in the intersection of homelessness and parenting. Their mission is to provide hope, establish stability encourage resourcefulness, and center a sense of belonging to the community. The Joseph Center has several different types of programs including:

- Joseph Center Outreach- provides individuals and families who are chronically homeless resources including rental assistance, housing services, eviction prevention, housing navigation, general information, and meeting basic needs
- Day Center which provides a safe private environment to attend during the day including meals, job training, employment navigation. Over 5,401 walk-ins were supported through this program including over 6,262 meals served.
- Food Bank - food boxes and meals for families. 157 food boxes in 2022, and 358 boxes were distributed.
- Financial Services - provides the Western Slope of Colorado financial management (payee) services) for at-risk and vulnerable individuals
- Golden Girls Project - 8 shelter bed facility for women aged 50 and older.
- Joseph Center Adult Advocacy (JCAAP) Program - Positive support services for parents who have lost or are at risk of losing their children to Child Protective Services including life skills training, budgeting, coaching, and court-related support. In 2023, so far, 18 cases, with 6 successful reunification of parents and children. 3 families were able to secure housing.

## Shelter Expansion Project Overview - 2404 Teller Ave & 2435 Belford Ave Funding Request - \$947,704

The requested funds will be for the purchase of two buildings 2404 & 2435 Teller Ave that are adjacent to the current day center that includes the main offices, day shelter, food pantry, representative payee services and the The Golden Girls Project. The cost of the buildings includes the structures, land, and the installation of a professional installation of required sprinkler system.

The purchase of the two buildings will allow:

- **Expansion of Golden Girls Project by additional 15 beds** for aging women who would otherwise be homeless. The Golden Girls is currently an eight-bed shelter facility for women. It has been at capacity since its inception and has consistently had a waitlist of 25+ individuals, and has been increasing. Most women entering the program are homeless due to critical unexpected life events including loss of job. At Golden Girls, women are given assistance including housing navigation, assistance applying for services and social security, creation of personal goals, and access to a warm safe space to eat, sleep, and medical services.
- **Addition of up to 20 Emergency Shelter Spaces for Families fleeing domestic violence or experiencing houselessness.** Currently, the community is in need of emergency spaces that would allow families, especially with small children to have immediate shelter as they wait for longer-term housing to become available.
- **Addition of Shower and Laundry Services for Unhoused Individuals and Families.**



## Timeline

Both buildings are currently empty and ready for immediate partial occupancy upon closing and finalized installation of sprinkler system. The closing date will be finalized once the Joseph Center receives confirmation if funding is granted through the City. Some additional minor repairs and the addition of extra showers and laundry facilities are hoped to be achieved within 3-6 months based on construction labor and supply availability.

## Community Benefits

One of the main goals of the Joseph Center is to see clients transition from a position of lack to a position of self-sustainability and to reduce homelessness within the population served by 20%. In the last eighteen months, the Golden Girls Project has housed 38 total women. 21 women are on the waitlist, 8 are currently active in the program, 3 guests were asked to leave or left on their own, and 6 were permanently housed. Due to the local housing crisis, the Joseph Center is finding it harder and harder to find available housing which slows down the turnover and increases the likelihood of someone remaining unhoused. In addition to the Golden Girls Project, our general assistance program has provided deposit assistance for permanent housing, rehabilitation/deposits for local sober living housing, utility assistance, rent to stop evictions and emergency hotel stays for families most of which were fleeing domestic violence or human trafficking victim. Emergency Hotel stays cost approximately \$20,000 in 2022-23, if families could stay in our location, it would dramatically eliminate those costs and make it so that our funding spread further to help more individuals and families facing these types of situations. Additional community benefit numbers can be seen in the overview for the Joseph Center.

## Community Engagement

The Joseph Center receives referrals from several entities including the court system, prison system, county programming, and through walk in's, connections with other local agencies and support services. Additionally, we work hard to engage the community through many activities including: back to school nights, community night out, speaking at local schools, collaborating with city and other government agencies, social media, website, work with local colleges and universities to help train interns, offer flyers and handouts, radio talk shows, commercials, and partnering with local retailers like ARC and other business entities.

# Print

## Application for Land and Building Acquisition Program - Submission #3120

Date Submitted: 6/16/2023

### Application Overview

The Land and Building Acquisition Program (LAP) is in response to a shortage of affordable housing in Grand Junction. It is designed as a mechanism to fund property (land and/or building) acquisition for affordable housing projects in the City. Projects must "meet expectations" in all categories in order to be considered for funding.

Projects that request equal or less than \$300,000, "Meets Expectations" in all categories, and with a score of 16 or greater may be considered for funding through an administrative approval project.

Projects requesting more than \$300,000 will need to go through a formalized City Council approval process.

Projects are considered on an ongoing basis.

**Due to the system time out, please be sure to save your work frequently or write answers on a different form and copy/paste into the document.**

### Organization/Developer/Entity Information

Organization/Developer/Entity Name\*

The Joseph Center

Organization/Developer/Entity Phone Number\*

970-245-4672

Organization/Developer/Entity Mailing Address\*

2511 BELFORD AVE UNIT B GRAND JUNCTION CO. 81501

---

### Principal Representative Information

The Principal Representative of the organization is the lead of the organization/entity/developer who is responsible for signing and approving documents.

**Principal Representative First Name\***

Mona

**Principal Representative Last Name\***

Highline

**Principal Representative Role\***

Executive Director

**Principal Representative Email Address\***

mhighline@josephcentergj.com

**Principal Representative Phone Number\***

970-245-4672 ext. 301

**Responsible Administrator**

The Responsible Administrator will receive communications for the Application.

If the Responsible Administrator and Principal Representative are the same person, only the first and last name fields are required. If they are different individuals, all fields are required.

**Responsible Administrator First Name\***

Mona

**Responsible Administrator Last Name\***

Highline

**Responsible Administrator Role/Title**

**Mailing Address (if different than mailing address of organization)**

**Responsible Administrator Email Address**

**Responsible Administrator Phone Number**

**Project Information**

**Project Name\***

Building Acquisition For Shelter Expansion

**Property Address/Parcel Identification Number\***

2404 Teller Ave, and 2435 Teller Ave. Grand Jct. CO 81501

**Current Property Ownership\***

Strive

**Is the project currently under contract\***

no

**Scheduled/Estimated Closing Date\***

September 1, 2023

**Total Amount Requested\***

900,000.00

**Project Summary Statement \***

The Joseph Center is seeking funds for the purchase of two buildings, which will be used to expand The Joseph Center's current temporary shelter services for elderly homeless women, from 8 beds to an additional 15 beds. In addition, the properties would be used to provide emergency shelter services for women and children who are victims of domestic violence.

Please provide a 1 paragraph summary of the project. 1000 characters max

**Project Description\***

The Joseph Center currently owns and operates an eight-bed shelter facility for women aged 50 or older, through its Golden Girls project. The requested funds will be for the purchase of two buildings, located at 2404 Teller Ave. and 2435 Teller Ave., in Grand Junction. Those buildings are adjacent to The Joseph Center's current building, which is located at 2511 Belford Ave. Unit B, and which houses The Joseph Center's main offices, day shelter, food pantry, representative payee services, and The Golden Girls project. The purchase of the two additional buildings will allow The Joseph Center to expand The Golden Girls shelter facility by adding an additional fifteen beds for women who would otherwise be homeless, as well as an emergency family shelter for women and children experiencing domestic violence. The Golden Girls shelter has been at capacity since its inception in [ year ]. There is currently a wait list of over twenty individuals, which has been continuously increasing. The program provides temporary shelter to women who are homeless due to critical unexpected life events, such as job loss, adverse health events, or a loss of their partner. While the women are at The Golden Girls facility, they are provided with a safe place to sleep, assistance applying for social security and other benefits, assistance in seeking permanent housing, use of a shared common area for mutual support, and use of kitchen and shower facilities. A program director oversees their individual goals and assures that their needs are being met. All participants in the program receive a full medical assessment which includes a medication evaluation, blood pressure monitoring, diabetes stabilization, and nutrition education, as well as a mental health evaluation and psychiatric care, through twice monthly visits with a medical team. Acquisition of the two additional buildings will allow The Golden Girls program to expand and add an additional 15 beds, using the organizational infrastructure that is already in place to provide all of the services described above. The Joseph Center acquired its current building in [ year ], and its leadership team undertook the planning and renovation of that facility to accommodate The Golden Girls program along with the other services that The Joseph Center currently provides. It is anticipated that a similar evaluation and renovation process will be undertaken to expand the facilities, if The Joseph Center is successful in acquiring the funds necessary for the purchase. In addition to expansion of The Golden Girls program, acquisition of the two buildings will allow The Joseph Center to add emergency shelter space for women and children escaping domestic violence. The staff at The Joseph Center have identified an urgent need for this type of emergency assistance, which it is currently unable to provide due to a lack of space. Renovation to accommodate a shelter for families who are victims of domestic violence would be similar to what would be necessary to add the additional beds for The Golden Girls facility, and the program would offer similar support services, building on The Joseph Center's existing organizational infrastructure.

Please provide a description of the project in detail. 5000 characters max.

**Project Type\***

The property includes two existing buildings, which will be renovated to accommodate temporary emergency shelter for senior women and families escaping from domestic violence. The project will involve some renovation of each of the two existing buildings, but no new construction. The Joseph Center is a non-profit organization that will own all units. 100% of the sleeping units, communal spaces, and space for the provision of services will be offered to individuals and families in need.

Please answer all of the questions listed below.

1. Does the property include any buildings on site? If so, please briefly describe the intention of the use or demolition of building.
2. Does this project include new construction or renovation of existing building?
3. Will units be for rent, ownership, or both? Please give ideal percentage breakdown.

**Project Estimated Completion Date\***

The process of purchasing the buildings will commence immediately upon receipt of the requested grant. The buildings are currently used by a different non-profit organization and are ready for immediate use for provision of services that do not require sleeping facilities. Renovations to accommodate sleeping areas will begin as soon as possible after purchase, assessment of the renovation requirements, and estimate of costs. The existing buildings already have working commercial kitchen and laundry facilities, as well as communal and office space. It is anticipated that renovations will not be substantial and will be complete and ready for residents within one year of completion of the purchase.

**Description of the Project timeline\***

Phases will include completing purchase of the buildings; immediate move-in following purchase, evaluation and planning of renovation needs to add sleeping areas; and undertaking renovation according to needs. It is not anticipated that there will be a need for a change in zoning.

Describe the project timeline, including information on when each phase is expected to begin, major milestones for each phase, an predevelopment work that will need to be completed. Identify any major risks to the timeline being delayed beyond the anticipated project completion date. Identify if site will need to be zoned differently, etc.

**Project Development Pattern and Sustainable Development\***

Project development will consist of renovation of the two buildings to accommodate overnight shelter services. No changes to land use practices are anticipated. The buildings are currently used by a different non-profit organization, and already include walking access, parking, and street access.

Describe the development pattern that applies to the project (infill, greenfield, etc). Aside from impact fees, describe if any new infrastructure will be required as part of the project. Describe land use practices (adaptive reuse, walkability, density, complete streets,etc) are being incorporated into the project.

**Rehabilitation (Not required)**

The project does not involve rehabilitation of the property.

Does the project intend to rehabilitate and/or repurpose a vacant, or underutilized commercial or industrial building in a core commercial, blighted or industrial area for affordable housing? If so, describe what type of rehabilitation will be needed, the former use of the building, how long it has been vacant, etc. Extra points are given for Rehabilitation projects.

**Community Needs**

**Unit Creation \***

The acquisition and renovation of the buildings will result in temporary shelter living space for fifteen women, and emergency shelter space for approximately four families, on an ongoing basis.

Please describe the number of affordable housing units and total number of units the project will create. If the project will include multiple phases, please outline the phases and how many units will be completed in each phase. 900 characters max

**Housing Needs and Population Served**

The City of Grand Junction has experienced a dramatic increase in its homeless population over the past five years, as well as a significant decrease in available affordable housing. An Unhoused Needs Survey Report released by the City of Grand Junction in 2023 indicated that nearly 40% of the city's homeless population are women. The target population of The Joseph Center's Golden Girls program is senior women, who are some of the most vulnerable individuals within Grand Junction's homeless population. The Golden Girls program is the first of its kind in Colorado, providing shelter and support for women transitioning between housing. The Joseph Center is also aware of an increasing local need to provide similar shelter and services for elderly men and will consider expanding its shelter capacity to accommodate that population in the future.

Please address how this project will address community's housing needs? Which populations does this project intend to serve? Include AMI levels, as well as, housing unit types (for individuals or families)? What is the impact of serving these specific populations in the community?

**Community Benefits & Proximity to Amenities/Services\***

: Expansion of The Golden Girls program and the Joseph Center will benefit the community by providing not only temporary shelter housing for our neediest elderly community members, but also a wide variety of support services on-site. The buildings are in a residential area of Grand Junction, close to shops, banks, public transportation, health care facilities, and restaurants.

Describe how the community benefits from this project; including supports/programs for the future residents and/or broader community/neighborhood. Some community benefits may include: increased multi-modal transportation access, access to early childhood education/childcare centers, energy efficiency of unit, proximity to jobs/schools. Describe the projects site proximity to services nad amentinities such as transportation, employment hubs, grocery stores, schools, parks, public services, childcare, etc.

**Proximity to Hazard Areas\***

The proposed properties are not within proximity to any hazardous areas and will not require mitigation strategies.

Describe the proximity of the project site in relation to hazardous areas (floodplain, heavy industrial areas, wildfire, railroad, water canals, etc). Describe any hazards the project site may have already been impacted by previously. Describe what hazard mitigation strategies are planned.

**Energy Efficiency**

The buildings to be acquired currently have solar panels installed, and future renovations will seek out higher energy efficiency standards if available.

If applicable, describe how the project may be built to higher energy efficiency standards. Extra point is given to projects seeking higher energy efficiency standards.

**Project Budget & Financing**

**Description of Financing Plan\***

The Joseph Center is a non-profit organization, and the preliminary plan for the building acquisition and expansion of The Joseph Center is based on obtaining grants.

Please include a preliminary plan for project financing, including any grants, fundraising, and/or investment opportunities you will need to access and the estimated timeline.

**Please upload your project budget (required)**

BudgetNarr.docx

**Affordability Mechanisms\***

All shelter and other services will be offered to residents and clients at no charge, following a needs assessment and background clearance.

What mechanism (deed restriction or other) will be used to ensure the units will be secured as affordable? What programs and/or policies will be used to monitor compliance with long-term affordability? (Note: Bonus Points for over 20 years)

**Minimum Amount of Grant Funds Required\***

The proposed project will not proceed unless the entire amount of requested Grant Funds is provided.

If awarded a partial amount, what is the minimum amount of funds necessary so that the project can retain key components such as AMI levels, target unit numbers, affordability term lengths, etc? Are there any matching funds? From who? Explain what the impact would be between receiving your minimum and requested amount of funding.



## **Project Management & Community Support**

### **Description of the developer's experience with and capacity to implement the proposed Project.\***

The Joseph Center was founded in 2015 and moved into its current property in 2018. Mona Highline is the founder of the organization and has been its Chief Executive Officer since its inception. The Joseph Center staff and management have several years' experience managing the center and offering the services it provides. The Joseph Center currently has 10 paid staff and 17 volunteers. It is not anticipated that additional staff will need to be retained in the short-term, and the number of volunteers may increase.

Please include the name and title of the person who will be managing the project, as well as any additional staff and resources (such as partner organizations) that will be a part of the project.

### **Capacity Limitations & Management of Affordability\***

If Joseph Center receives the requested funds, it would fully own the two properties and buildings, with no outstanding mortgages or loans. The only remaining overhead cost would include liability insurance, and utilities. These ongoing cost are estimated not to exceed \$3,000.00 a month for both properties. The Joseph Centers Annual Non-Profit revenues exceeded \$200,000.00 in 2021, and 600,000.00 in 2022. The Joseph Center currently has committed grants for future operating expenses and services offered from, Colorado Health Foundation, Rocky Mountain Health Foundation, Mesa County Department of Human Services TANF Funding, Buell Foundation, among others, several Local Churches, and numerous private donors.

Describe capacity to administer the project and/or program long term and provide the person or entity responsible for managing the affordability of the units long term and their experience.

### **Community Leadership & Stakeholder Support\***

This project is consistent with the expressed intent of city and county leaders to assist the growing homeless population in our community. The Joseph Center has the support of other non-profit agencies that it partners with throughout the Western Slope, and The Joseph Center Board of Directors ( which has reviewed and approved of this request), Please contact Evangeline Gregg, President of the TJC Board of Directors at 1-817-909-4520 as a reference.

Describe the community leadership and stakeholder support for the project currently, including adopted plans, policies, and financial or in-kind commitments. Provide links to any plans or policies. Discuss any challenges in getting support and what you plan to do to gain that support. Identify supporting capacity (part organization, business, board members, consultants, etc). Partners and stakeholders can demonstrate their involvement/commitment with letters of support and/or financial commitments.

## Community Engagement\*

The Joseph Center accepts and welcomes any individual or family who needs support. The Joseph Center's outreach efforts seek to reach individuals whose needs have historically been overlooked, based on race, ethnicity, or other aspects of identity and diversity. The Mesa County Demographics indicates that there are 1,850 black residents of Mesa County. Our organization has seen an influx of black women with children in the last 3 years. Individuals who identify as Black American, Native American, Latinx, LBGTQ, and various spiritual beliefs, have all been participants and have been offered services through our organization. Because of the culture of The Joseph Center, 50% of our current staff were past participants in our programs, including three individuals who are survivors of trafficking.

Describe your community engagement strategies, include how your efforts will address equity, diversity, inclusion and accessibility. How will you find future tenants? What will you do to gain neighbor and community support for the project, participate in stakeholder engagement, etc.?

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### Optional: Additional/Supporting Documents

Please upload additional or supporting documentation you may wish to include. Examples include: site plan, area amenities, MOUs, support letters, etc.

You may also send any additional documents to [housing@gjcity.org](mailto:housing@gjcity.org)

#### Supplemental Document 1

CHF letter of support -- Joseph Center.docx

#### Supplemental Document 2

RMHF Support\_Joseph Center.pdf

#### Supplemental Document 3

letter\_of\_support.docx

#### Supplemental Document 4

2023-06-09 Joseph Center - Food Bank of the Rockies LOS (1).pdf

#### Supplemental Document 5

Councilmembers letter (1).pdf

#### Supplemental Document 6

No file chosen

#### Supplemental Document 7

No file chosen

#### Supplemental Document 8

No file chosen



8/11/2022

Dear City Council:

I am writing this letter on behalf of the Joseph Center to request an Administrative Change to the Joseph Center's current Land Grant Proposal for acquisition of two properties at 2435 Belford Ave. and 2404 Teller Ave. Grand Junction, CO. Our original request was for \$900,000. Subsequent to that request, an inspection of the two buildings revealed that they will each require installation of sprinkler systems. The Joseph Center requested and received quotes for sprinkler installation, which came to \$47,852.00 for each building, or a total of \$95,704.00. Following discussions with Strive, the current owner of the two properties, their representative has agreed to lower their requested purchase price from \$900,000 to \$852,000. If the Joseph Center receives \$950,000, that will enable it to include the cost of the two sprinkler systems as part of the purchase costs.

We also received a request, on behalf of the Grand Junction City Council, to supplement the Joseph Center's grant request with additional details regarding the intended use of the acquired buildings. If Joseph Center is able to acquire these properties, it will add an additional 15 beds to expand Joseph Center's existing capacity to provide emergency housing for senior women in its Golden Girl program, and to assist those individuals in obtaining permanent, independent, stable housing. That program currently has a waiting list of 21 women, so expansion will fill a critical immediate need in our community. The second building will be used to provide up to 15 emergency shelter spaces for families fleeing domestic violence. In addition to those emergency shelter spaces, that building will be open to provide shower and laundry services, for use by unhoused community members in Grand Junction. Those shower and laundry facilities will be provided in conjunction with the Joseph Center's existing programs offering day shelter services, integrated financial services, daily lunches, and the provision of emergency food and toiletries.

Both buildings are currently empty and ready for immediate occupancy upon closing and installation of the sprinkler systems. The Joseph Center will be able to schedule a closing date with the seller as soon as we receive confirmation from the City of Grand Junction that the grant has been approved. Please see below the information that we recently provided to the Rocky Mountain Health Foundation, which will provide you with specific numbers of clients we serve and overview of all of our services.

Sincerely,

Mona K. Highline  
Executive Director

[www.josephcentergj.com](http://www.josephcentergj.com)

[mhighline@josephcentergj.com](mailto:mhighline@josephcentergj.com)/ 970-245-4672 ext. 301

In our grant application. Our outcome statement stated: To see our clients transition from a position of lack to a position of self-sustainability. We would like to reduce homelessness with our population served by 20%.

Our conclusion is based on the information below.

### **Day Shelter:**

The Joseph Center installed a new digital recording system. This program was installed 10 months ago. Here are the actual statistics for the last 10 months.

TJC serves 2 different populations. There was a total of 5,401 walk ins not all seeking additional support services. Day Shelter participants (1<sup>st</sup> population) are offered lunch, laundry facilities, food boxes, computer access for housing searches and employment, toiletries, bus passes, and navigation as needed.

In 2022 4,597 meals were served, and a total of 157 food boxes were given.

In 2023 to date 6,262 meals have been served, and 358 food boxes have been given.

Our 2<sup>nd</sup> population out of the total of walk- ins are participants who were seeking additional support services for the total of 466 new intakes. Averaging 46 new intakes a month

### **JCAAP:**

The JCAAP Program has maintained a positive impact in the community by being a support system to families. Our advocacy support enables parents to have stable employment as well as permanent housing. In the last 10 months The Joseph Center has had a total of 18 cases with 6 successful reunifications. There were 5 cases that were non-active due to no follow through from the parents. 4 cases only seeking legal advice, and 3 active cases. TJC were able to assist 3 families to secure housing by paying deposit and 1<sup>st</sup> months' rent, these 3 families were homeless. These families are able to maintain sustainability due to implementation of life skills, including budgeting from coaching from our advocates.

### **Golden Girls Project:**

The Golden Girls Project has emerged as a significant force in addressing and reducing homelessness among women over 50 in Mesa County. Through a combination of innovative strategies, community engagement, and dedicated efforts, the project has not only provided immediate relief to those experiencing homelessness but has also contributed to sustainable long-term housing solutions.

The project has most recently added another bedroom with 2 more beds bringing our total housed at this time to 8 women. We have also done an extensive remodel adding a full kitchen, and shower room. We strive to keep our shelter safe and home like to reduce stress levels so our guest can be more successful faster. In the past 18 months, we have had 38 total women come seeking help from our project. 21 of those women are still on the waitlist, 8 are currently active in the program, 3 guest left on their own or were asked to leave, and 6 were successfully housed permanently. We recognize that homelessness often arises from a variety of situations. Due to our local housing crisis, we are finding it much harder for our guests to find available housing, which slows down our turnover, even with a voucher in place. There is practically zero housing availability, especially low-income housing. To address

these root causes, the project offers on-site case management, counseling, Department of Human Services programs, benefits navigation, and access to addiction recovery programs. Guests who have benefitted from the project's services report improved mental and physical well-being. The availability of a safe and supportive living environment has empowered them to overcome challenges and regain their independence.

**G.A.P (General Assistance Program)** When funding is available, these are the following areas where The Joseph Center can assist with funding. This funding is for individuals that do not fit under the TANF requirements.

- \*Deposit assistance for permanent housing
- \*Rehabilitation Referral/Deposits for Sober Living Housing
- \*Utility assistance
- \*Vehicle repair
- \* Rent, back rent assistance to stop evictions.
- \* Emergency Hotel stay
- \* Bus passes, travel expenses for relocation (bus, train, and airline tickets)

In 2022 – 2023 to date The Joseph Center had 466 financial requests, 20% of those requests qualified for the G.A.P. program that were awarded. Our outcomes are based on the following information:

- \$87, 462.00 Housing
- \$ 3, 614.00 Utilities
- \$ 9,200.00 Car Repair
- \$ 20,000.00 Emergency Hotel Stay for D.V. and Trafficked Victims
- \$ 6,400.00 Transportation, this would include bus, airline, and train tickets for relocation.

Due to our efforts, with 20% of individuals, we were able to keep them housed and permanently secure housing. The other 80% of financial requests were secured through TANF funding.

**Integrated Financial Services:** Representative Payee, V.A. fiduciary, Budget Counseling, & Guardianship

This program serves the entire Western Slope of Colorado, covering 7-8 counties. We recently added a satellite office in Montrose due to the growth in that area. There are a total of 117 clients total. 98% are permanently housed, who were homeless upon entry of program. 2% have lost their housing due to substance abuse and have been placed on the DO NOT RENT LIST. The IFS staff continues to seek housing for those who are homeless.

### **Onsite behavioral health therapy.**

The Joseph Center partners with the Pathways Wellness Clinic. Every week a full medical team comes to The Joseph Center. These services include medical screening for acute and long-term medical care, Dr. Ona Ridgway with Pathways Family Wellness Center, provides primary care, and medication management. Dr. Pamela Shannahan, a Doctor of Behavioral Health was a part of this team. She was able to see 20-25 new undocumented clients once every week in 2022- February of 2023. The Joseph Center now has a marriage and family counselor who has donated over 120 hours of pro bono counseling to our participating guests. This is an average of 5 hours a week. We have seen significant change in those who have participated in these services. Able to hold down jobs and maintain self-sufficiency.

### **Reach Out**

This program is designed to provide support and resources with the mission of reducing and preventing homelessness in our community.

These efforts are made through the following activities:

- Back to school night
- Community Night Out
- Speaking at local Schools
- Collaborating with city, and government agencies
- Social Media
- Our website
- Train interns from various universities
- Offer flyers and handouts at all fundraisers.
- In 2022 we were able to supply needy families with 248 backpacks for school
- Radio Talk shows
- Commercials
- TJC has partnered with Arc Thrift Store, and we receive \$1600.00 every three month in store vouchers that we distribute to our guest.

The Joseph Center \* 2511 Belford Ave. Suite B \* Grand Junction, CO 81501  
www. Josephcentergj.com 970-245-4672



June 9, 2023

Grand Junction City Council  
250 North 5th St.  
Grand Junction, CO 81501

Re: Joseph Center request for funding

Council Members:

On behalf of the Food Bank of the Rockies, Western Slope, I am writing to support the Joseph Center’s request for funding to acquire two properties in Grand Junction, enabling the Joseph Center to expand its Golden Girls and Domestic Violence shelter programs.

The Western Slope Distribution Center provides food distribution to 13 Colorado counties through a network of over 140 hunger relief partners, such as the Joseph Center. About 25% of the food we distribute on the Western Slope goes to neighbors in the City of Grand Junction. With the population of adults 60 and older increasing to 25% of Mesa County by 2025, we need to focus even more on caring for these vulnerable community members. The Joseph Center’s Golden Girls program is vital in providing a safety net with food and shelter for homeless, older women.

Another vulnerable group in our community is those who are victims of domestic violence. With the Joseph Center’s experience and existing support capabilities, they can quickly set up a program for domestic violence victims who need immediate shelter.

The Joseph Center has been a partner of Food Bank of the Rockies in good standing for several years. Food distribution is one of many services the team provides to neighbors who need support. Expanding the Golden Girls program and providing shelter for domestic violence victims will enable them to support our community better. Thank you for consideration of the Joseph Center’s request.

Sincerely,

Sue Ellen Rodwick  
Western Slope Director

970.464.1138

698 Long Acre Drive,  
Grand Junction, CO 81505

[foodbankrockies.org/ws](http://foodbankrockies.org/ws)

Wherever hunger rises, so can we.





Wednesday, June 15, 2023

Grand Junction City Council  
*Via email*

To Whom It May Concern:

The Colorado Health Foundation (TCHF) is pleased share this letter of support for **the building acquisition request from the Joseph Center**. TCHF is excited to see our grant dollars leveraged to expand the Golden Girls' Project.

We have worked with The Joseph Center for over three years and have been excited with their collaborative efforts and progress. The ability to stay innovative and nimble is what we all need during these unpredictable times. We continue to appreciate their hard work and humility.

At this stage, TCHF is comfortable sharing that we believe that this expansion will provide a necessary solution for older unhoused women in Grand Junction. For us the return on investment is a savings of \$60,000/year on shelter costs alone. We also see engagement processes like these as transformational to communities as a whole.

TCHF is the state's largest private foundation, and we work closely with partners in the private, public and nonprofit sectors to bring health within reach for all Coloradans. The Foundation is happy to join others with a strong consideration of funding this **Joseph Center** initiative.

Sincerely,

*Tracey L. Stewart*

Senior Program Officer  
The Colorado Health Foundation  
[TStewart@ColoradoHealth.org](mailto:TStewart@ColoradoHealth.org)

Cc: Mona Highline



Grand Junction City Council  
250 North 5<sup>th</sup> St.  
Grand Junction, CO 81501

Re: Joseph Center request for funding

Council Members:

This letter is in support of the Joseph Center's request for funding to be used for the acquisition of two properties in Grand Junction, which will enable the Joseph Center to expand its Golden Girls and Domestic Violence shelter programs.

The Joseph Center's Golden Girls program plays a key role in providing a safety net for elderly women who would otherwise be houseless and provides a much-needed solution to addressing the issue of houselessness in Grand Junction and Mesa County. Expansion of that program is especially important given the growing need for safe shelters in our community. In addition, our community is urgently in need of shelter space for families who are victims of domestic violence. The Joseph Center is uniquely suited to set up such a program quickly, given its experience and existing capabilities.

The Freedom Institute has had the pleasure of networking with and working alongside the Joseph Center team in providing services to many individuals and families in need. I am confident that given the Joseph Center's success in providing its many services over the past few years, the expansion of the Golden Girls program and the addition of a shelter for victims of domestic violence will have a significant positive impact on our community.

I urge you to approve their request and am grateful for your consideration of the merits of these programs.

Sincerely,

*Denise Rodriguez*

*Advocacy Director*

**The Freedom Institute**

930 Main Street, Grand Junction, CO 81501

O: 970.778.5558

[denise.rodriquez@newlyfree.com](mailto:denise.rodriquez@newlyfree.com)



June 9, 2023

City of Grand Junction  
250 North 5<sup>th</sup> Street  
Grand Junction, CO 81501

To Whom It May Concern,

The Rocky Mountain Health Foundation (RMHF) is pleased to send this letter of support for The Joseph Center. The Joseph Center has consistently received funding at the highest level from RMHF since 2020. This is indicative of how important they are to the safety net system in Mesa County.

The Joseph Center fills an important gap in our community in reaching people quickly who do not have access to basic needs. We value the Joseph Center for their commitment to reaching people in need and treating them with dignity and respect.

RMHF is very happy with the way The Joseph Center serves their clients, responds to what the community needs, and their leadership and collaboration within the community in the nonprofit sector. It is with pleasure that I recommend funding for this invaluable community service.

Sincerely,

A handwritten signature in black ink that reads "Stephanie Self". The signature is written in a cursive, flowing style.

Stephanie Self  
Resource and Relationship Partner



# Housing Resources

Empowering independence one home at a time.

Dear Councilmembers,

Housing Resources is pleased to support The Joseph Center's application for funding to purchase two buildings adjacent to their headquarters for conversion to emergency housing. These buildings would add capacity to the Golden Girls project, which is already oversubscribed and meets a critical need in the housing spectrum. The other program supported would be emergency housing for victims of domestic violence who cannot be accommodated at Latimer House.

We understand The Joseph Center is expending significant funds on hotel rooms for their clients. Having operated an emergency hotel room voucher program during the pandemic, we can attest that this approach is unsustainable financially. Yet the current alternative is for clients to be turned away and unsheltered, which is also untenable. As a community, we have an opportunity to add sustainable capacity to our emergency housing needs.

Based on the communication we've had with other housing providers in the city, Housing Resources expects the applications to the Land and Building Acquisition Fund to exceed the amount set aside for that purpose. Yet all the proposals that we know of would-be worthwhile projects and address critical holes in Grand Junction's housing continuum. I hope the City Council will take this demand as a signal of the high need as well as the opportunity in Grand Junction to move our housing goals forward. The Council has shown its commitment to affordable housing and its willingness to creatively tackle this urgent need. We hope the Council will continue that work by seeing fit to fund The Joseph Center's grant request and by continuing to thoughtfully identify sources of funding for these requests.

As always, the staff of Housing Resources is ready and willing to continue working with the city and our partner agencies, however we can be of help to create a healthy and complete housing continuum.

With appreciation,

A handwritten signature in black ink, appearing to read 'Emilee Powell', with a long horizontal flourish extending to the right.

Emilee Powell  
Executive Director  
Housing Resources of Western Colorado

RESOLUTION \_\_-23

AUTHORIZING THE CITY MANAGER TO MAKE AN AMERICAN RESCUE PLAN ACT (ARPA) GRANT AWARD TO THE JOSEPH CENTER.

RECITALS:

With the adoption of Resolution 32-22 the City Council created and charged a community advisory board with assisting the City to determine how to best appropriate and expend American Rescue Plan Act (ARPA) "recovery funds." Over the course of 11 months in 2022 the Committee reviewed applications for, and made recommendations on, awarding approximately \$9,000,000 that the City received in Federal funds. Those funds, which were made available to the City under the American Rescue Plan Act, have at the City Council's direction to the Committee been considered for use in support of mental and behavior health, housing, and homelessness programs and services.

In June 2023, the City received a funding request to the Land and Building Acquisition Program (LAP) from the Joseph Center for the purchase of two buildings at 2404 Teller Ave and 2435 Belford Ave adjacent to the existing site in order to expand their current programs. The scoring committee for LAP reviewed the application but had requested additional information further detailing cost of renovations and ability for longer term housing.

In August 2023, a finalized application and supporting documents were re-submitted to LAP and formalized a request for \$947,707 which would include the addition of sprinkler systems to ensure immediate habitability and that the project with minor renovations would provide an additional 15 beds for expansion of the "Golden Girls" project, a program for older adult women experiencing houselessness, add an additional 20 beds for women and children experiencing houselessness, and provide community showers and laundry facilities for individuals and families experiencing houselessness that was identified as a high needs area with the City's Unhoused Needs Survey in December 2022.

In review of the project, staff and committee identified that the project scored well in many areas and the Joseph Center could execute the project in an efficient manner and had capacity to maintain long-term operations. However, the funding request for transitional housing aligns strongly with Strategy 8, "Provide Financial Support to Existing Housing and Homelessness Services and Promote Resident Access to Services" and to a lesser degree with Strategy 6, "Allocate City Owned Land (and /or Strategically Acquire Vacant or Underutilized Properties for Affordable and Mixed-Use Housing), which is the foundation for the LAP as outlined in Resolution 30-23. Staff determined that although the project does not closely align with the goals of the LAP program, it was an important and timely project and aligned with the City's objectives for utilizing the

American Rescue Plan Act (ARPA) dollars on houselessness and meets immediate housing and sanitation needs.

As such, in September 2023, Staff recommended that City Council consider utilizing ARPA funding in the amount of \$947,704.

Based on the supplemental information and the City Council's finding that an award of ARPA funds to Joseph Center would support and be consistent with the Council's direction for use of the ARPA funds the Council approved this Resolution and by doing so called for the introduction of an appropriation ordinance to be introduced on first reading at the September 20, 2023, City Council meeting.

As the ARPA funds have been determined by the City to be pandemic revenue replacement, as provided by the applicable rules, and the City Council is vested with the authority to determine how those funds may be expended, the City Council by and with this Resolution affirms and directs the execution by the City Manager of a notice of award of nine hundred forty-seven thousand seven hundred and four dollars \$947,704 to the Joseph Center for the project described in its application for funds. The City Council having been fully advised in the premises by and with this Resolution affirms and directs the execution of the foregoing notice and amount with payment of said sums of money being contingent on Ordinance \_\_\_ being approved and becoming effective and consequentially making a supplemental appropriation to the City's 2023 budget as described in that Ordinance.

NOW THEREFORE, as provided in this Resolution, the City Council of the City of Grand Junction authorizes the City Manager to execute a notice of award of American Rescue Plan Act funds in the amount of nine hundred forty-seven thousand seven hundred and four dollars (\$947,704) for the Joseph Center as recommended by the Land Building Acquisition Program committee and City Staff, and as further described in the application as presented by the Joseph Center, and when Ordinance \_\_\_ becomes effective executing a beneficiary agreement with The Joseph Center in furtherance of its purposes pursuant to this Resolution..

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Anna M. Stout  
President of the City Council

ATTEST:

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Amy Phillips  
City Clerk

DRAFT