



# CITY OF LEADVILLE

800 HARRISON AVE.  
LEADVILLE, CO 80461

## REGULAR COUNCIL MEETING AGENDA

Tuesday  
September 5, 2023

6:00 P.M.

**Council Chambers & Zoom**

<https://leadville-co.gov.zoom.us/j/83526944548?pwd=aEdjdGtpNlEyZmt5YVQ1bDBQbnN4dz09>

**Meeting ID: 835 2694 4548**

**Passcode: 80461**

**Dial by your location**

**+1 719 359 4580 US**

6:00 pm	1.	<b>Call to order of regular meeting of the City Council</b>
	2.	Roll call
	3.	Optional Pledge of Allegiance or Moment of Silence
	4.	Approval of agenda
	5.	Housekeeping matters
	6.	Public comments about items not on the agenda
		Citizens wishing to speak to council on issues <u>not</u> on the agenda are requested to send a message in the chat section or raise their hand in the participant's section of Zoom or in person. Staff will call on the public in order. Comments are limited to three (3) minutes (not including council questions). Action, if required, will be assigned to city staff. For matters <u>on the agenda</u> , public input will be heard prior to a vote being taken on the matter.
6:15 pm	7.	<b>Consent Agenda:</b> A. Approval of August 15th, 2023 Minutes
6:20 pm	8.	<b>Presentations and Discussions:</b> A. City Administrator's Report B. Leadville 7 Annexation C. Leadville Lake County Regional Housing Authority August Update
7:00 pm	9.	<b>Action Items:</b> A. Regional Housing Authority Funding Request B. Trick or Treat on Main Street Temporary Use Permit
7:30 pm	10.	Public Comments
	11.	Mayor's Report
	12.	Council Reports
	13.	Public Meetings Planner
8:00 pm	14.	Adjournment

\* These items may not have briefs or may have additional briefs Tuesday before the Council meeting.



**REGULAR COUNCIL  
MEETING MINUTES**

**Tuesday,  
August 15, 2023**

**6:00 P.M.**

**Council Chambers & Zoom**

1. **Call to order** of regular council meeting at 6:00 p.m.
2. **Roll call:**
  - a. **Present:** CM Thomas, CM Grant, CM Luna-Leal, MPT Greene, CM Hill
  - b. **Absent:** Mayor Labbe, CM Lauritzen

**Staff Members Present:** Deputy City Clerk Hannah Scheer, Administrative Assistant Lori Tye, City Administrator Laurie Simonson, Planning Director Chapin LaChance, Human Resources Director Erin Lusin, Chief Dailey, Sergeant Ortega, Animal Shelter Manager Caitlin Kuczko, Street Department Director Tony Medina, and acting as City Attorney, Evin King
3. **Optional Pledge of Allegiance or Moment of Silence**
4. **Approval of the agenda:** CM Luna-Leal **moved** to approve the agenda, and CM Thomas **seconded**. All present were in favor.
  - a. **Agenda Revisions:**
    - i. 10E - \$.25 should be .25%
    - ii. Economic Development presentation removed
5. **Housekeeping Matters:**
  - a. CM Luna-Leal congratulated the County on their new purchase, suggested a potential collaboration on landlord status.
6. **Public comments for items not on the agenda:** N/A

**7. Consent Agenda:**

CM Grant **moved** to approve the minutes of August 1, 2023; CM Luna-Leal **seconded**. All present were in favor.

REVISIONS: N/A

**8. Department Reports:****a. City Administrator's Report:**

- i. Thanked City employees for successful Boom Days event and good collaborative effort. The only lost item was a fanny pack.
- ii. Thanked the Police Department and the Street Department for a good event weekend for the LT 100 while operating with a lean staff and doing a fabulous job.
- iii. TransRockies Race is tomorrow, 8/16
- iv. The City and County have been exhibiting good teamwork
- v. The new parklet was open during Boom Days. 9/7 will be the official opening. The ore carts seem to be a popular photo opportunity.
- vi. The electric vehicle charging station has a broken plug and a request for repair has been filed.
- vii. Requests for civil engineers to assess the requirements for ADA parking (Americans with Disabilities Act)
- viii. C4 grant in partnership with energy smart assistance program
- ix. Krisit Galarza will be attending the Colorado Ski Towns meetings as the representative for Leadville.
- x. The County sent an email out letting everyone know that there is a dye-tracing study being performed on the river so a light yellow or green color may be noticed in the water, but it is not toxic and is a part of the Colorado Geological Survey.
- xi. Cyber security training has gone well, a very small number of people have clicked on the phishing test emails.
- xii. The Mayor is in Ireland enjoying the local culture.
- xiii. Upcoming Work Sessions:
  1. 8/29 - Planning and Zoning - Title 17
  2. 9/12 - Short-Term Rental Cap
  3. 9/26 - To be determined - potential goal-setting session
- xiv. The new building for the community center has a closing date of 9/14/2023. Appraisal and survey is underway. No issues have been identified with the title of the property.

Department heads gave their monthly reports.

**9. Presentations and Discussions:****a. Discussion Regarding Supplemental Budget for the Leadville Lake County Regional Housing Authority.**

- i. \$300,000 request
- ii. 20 unit build between the hospital and school district land
- iii. \$378,304 toward new estimated cost
- iv. 2nd grant for 5 unit apartment house will close on 10/18, 50% match grant
- v. Need to add additional staff
- vi. Would like to do some more strategic planning
- vii. Contract with DOLA for 2 sites
- viii. Horizontal infrastructure exists, 2nd as for vertical infrastructure
- ix. Mentioned Proposition 123, land banking opportunities, and funding opportunities for affordable housing.

**b. Discussion Regarding Adjustment to the City/County Intergovernmental Agreement for Housing Director Services**

- i. Suggested cost of living and merit based increase going forward. Would like do see this in 2023 rather than start in 2024

**c. Presentation Regarding Economic Development Corporation Update - **REMOVED******d. Discussion Regarding 809 Spruce and Its Uses**

- i. CM Grant:
  1. Is there any movement toward obtaining a property management company for the house?
- ii. City Administration Simonson:
  1. Amy Tait is possibly interested, she has questions about the contract itself.
  2. Having a property management company helps in that they offer services that we don't have access to, like permorning credit and background checks, performing showings, etc.
  3. Mentioned credit checks are part of the process and used by other cities as well.
- iii. CM Luna-Leal:
  1. Questioned why we are having credit checks in the first place. Mentioned it seems unfair given that the system of credit is a broken system and takes away housing opportunities from people.
- iv. CM Thomas:
  1. Can the Regional Housing Authority take on the roll of property manager?



**10. Action Items:**

**a. Resolution No. 17, Series of 2023: Coordinated Election Intergovernmental Agreement**

CM Hill moved to approve **Resolution No. 17, Series of 2023: Coordinated Election Intergovernmental Agreement**, CM Thomas seconded.

	YES	NO	Abstain	Absent
CM Lauritzen				*
CM Luna-Leal	*			
MPT Greene	*			
Mayor Labbe				*
CM Grant	*			
CM Thomas	*			
CM Hill	*			

**b. Resolution No. 18, Series of 2023: Proposition 123 Intergovernmental Agreement**

CM Luna- Leal moved to adopt **Resolution No. 18, Series of 2023: Proposition 123 Intergovernmental Agreement**; CM Hill seconded.

	YES	NO	Abstain	Absent
CM Lauritzen				*
CM Luna-Leal	*			
MPT Greene	*			
Mayor Labbe				*
CM Grant	*			
CM Thomas	*			
CM Hill	*			

**c. Ordinance No. 4, Series of 2023: An Ordinance Amending Section 2.40.030 of the Leadville Municipal Code Concerning the Compensation of the Mayor - Second Reading**

**Public Hearing opened at 7:43 p.m. Public Hearing closed at 7:46 p.m.**

**Public Comment opened at 7:45 p.m. CM Luna-Leal moved to close the Public Comment portion at 7:45 p.m.**

CM Grant moved to approve **Ordinance No. 4, Series of 2023: An Ordinance Amending Section 2.40.030 of the Leadville Municipal Code Concerning the Compensation of the Mayor - Second Reading**; CM Thomas seconded.

	YES	NO	Abstain	Absent
CM Lauritzen				*
CM Luna-Leal	*			
MPT Greene	*			
Mayor Labbe				*
CM Grant	*			
CM Thomas	*			
CM Hill	*			

**d. Certificate of Appropriateness for the Ross-Ricketts Residence; 304 W. 7th St.**

**Public Hearing opened at 7:52 p.m., Public Hearing closed at 8:07 p.m.**

**Public Comment opened at 8:04 p.m., Public Comment closed at 8:06 p.m. CM Hill moved to close the Public Comment portion of the hearing, CM Grant seconded.**

CM Thomas moved to approve the **Certificate of Appropriateness for the Ross-Ricketts Residence; 304 W. 7th St.**; CM Grant seconded.

	YES	NO	Abstain	Absent
CM Lauritzen				*
CM Luna-Leal	*			
MPT Greene	*			

Mayor Labbe				*
CM Grant	*			
CM Thomas	*			
CM Hill	*			

**e. Potential Ballot Referral Regarding a .25% Sales Tax for a Pool**

- i. The City does not have a sales tax, the County does
- ii. As much as everyone wants a pool, it is agreed that the ballot measure should be done in a more official manner and be prepared for next year.

**f. Motion to Approve the Energy/Mineral Impact Assistance Fund Grant for the Tabor Opera House Preservation Foundation**

CM Hill **moved** to approve the **Energy/Mineral Impact Assistance Fund Grant for the Tabor Opera House Preservation Foundation**; CM Thomas **seconded** the motion. All present were in favor.

**11. Public Comments:**

**a. Diane Smith**

- i. Called her lawyer and said it is not true that council can't advocate for a measure once an issue is on the ballot.
- ii. Elected officials can speak to anyone they'd like, it doesn't violate Colorado law
- iii. Would like to get the PBSwims and City attorneys together because she believes the City is receiving bad advice.
- iv. Attorney Evin King offered to send out a Fair Campaign Practices memo that clearly explains what you can and cannot do.

**12. Council Reports:**

**a. CM Luna-Leal:**

- i. Would like to see a more direct approach to working with established partners regarding housing. Establish professional relationships with non-profit organizations.

**13. Mayor's Report: N/A**

**14. Public Meetings Planner:**

- a.** 8/29 - City Council work session regarding Title 17 with Planning and Zoning
- b.** 10/13 - Fair Housing Fare 4-7 p.m. at the Freight. The Housing Coalition is the host

**Adjournment:** 9:05 p.m.

**APPROVED** this 5th day of September, 2023 by a vote of [ ] in favor [ ] against, [ ] abstaining, and [ ] absent.

CITY OF LEADVILLE, COLORADO

ATTEST:

By

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Deputy City Clerk

DRAFT



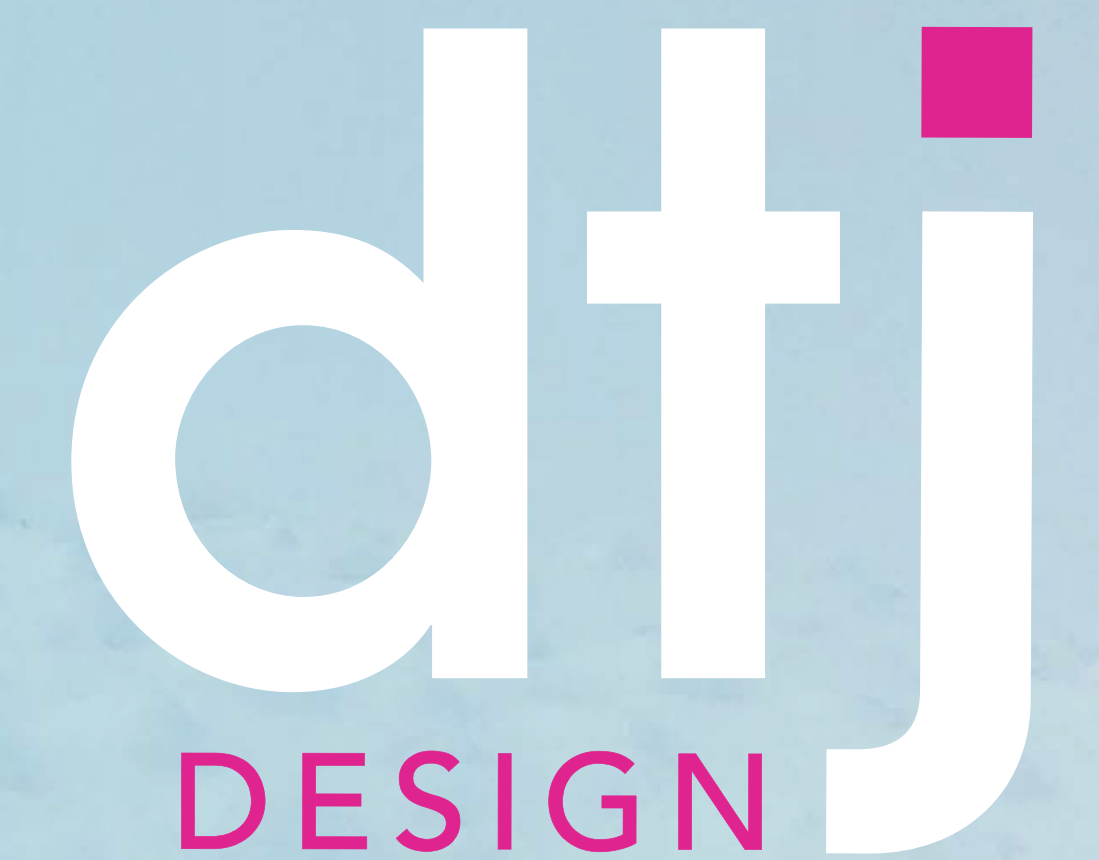
East 7th Street | Leadville, CO



**LEADVILLE 7**



**TETRA TECH**



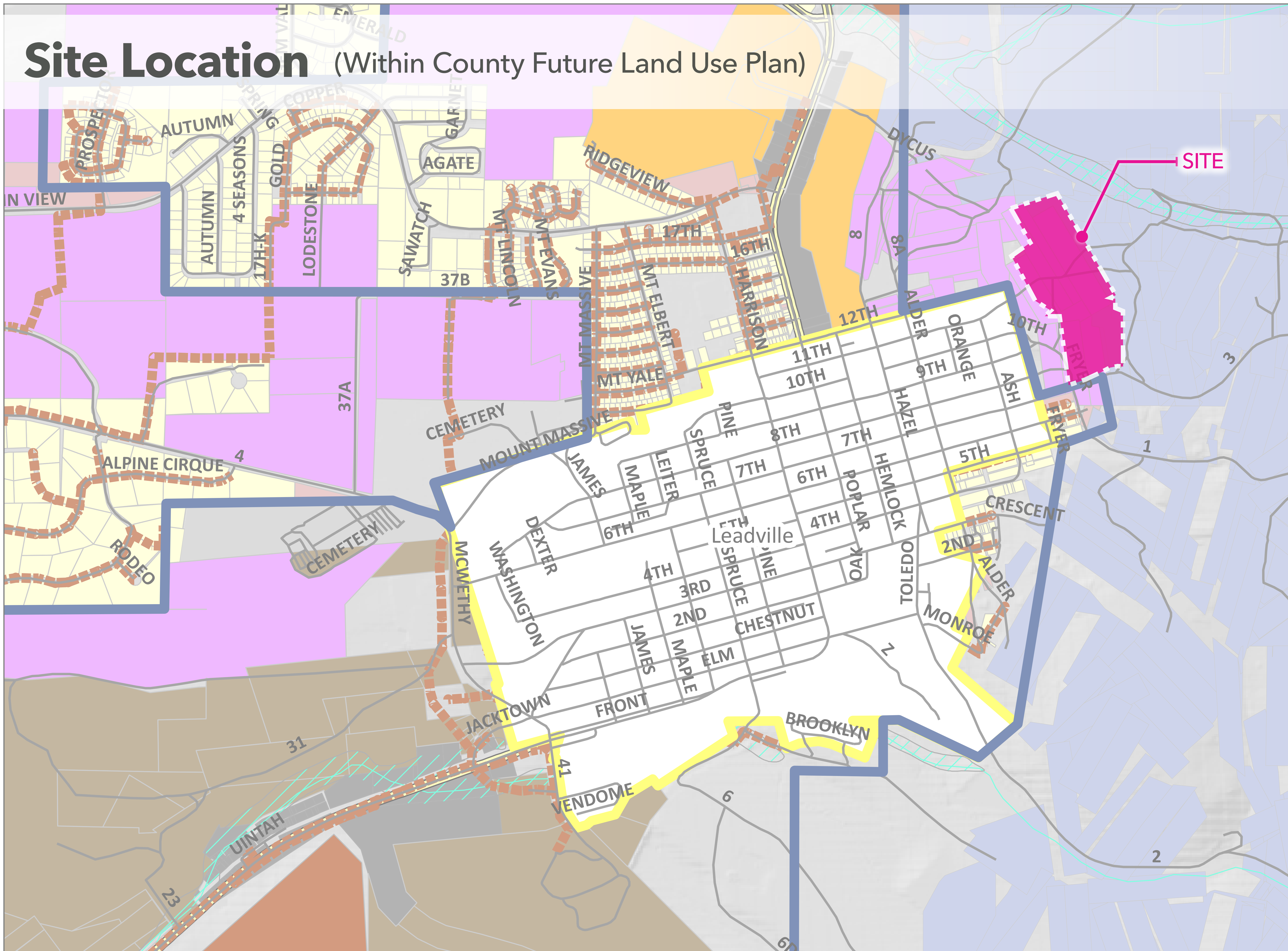
SEPTEMBER 5, 2023



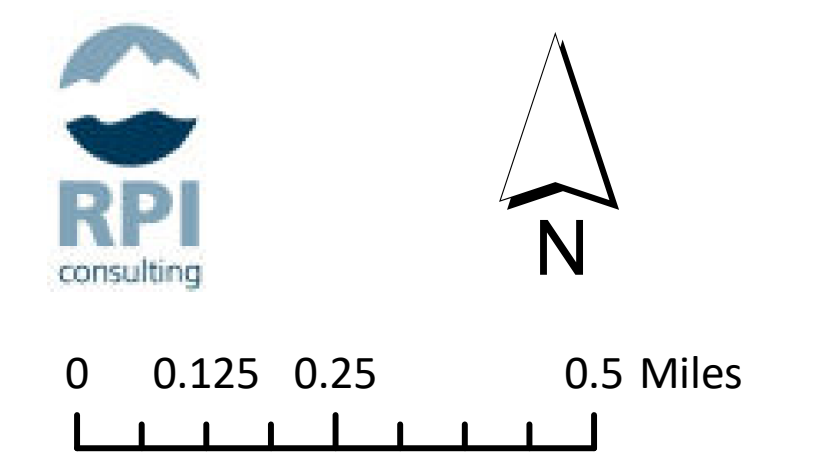
# Site Location (Within County Future Land Use Plan)

## Future Land Use Plan City Periphery and 3-Mile Planning Area

City of Leadville, Colorado  
Comprehensive Plan



- Future Land Use Plan Designations
- Conservation Development
  - Developed Residential
  - Recreation and Mining Resource
  - General Commercial
  - Highway Commercial
  - Mixed Use
  - Public
  - Reclamation Redevelopment
  - Residential Infill
  - Rural and Remote
  - Rural Center
  - Rural Center

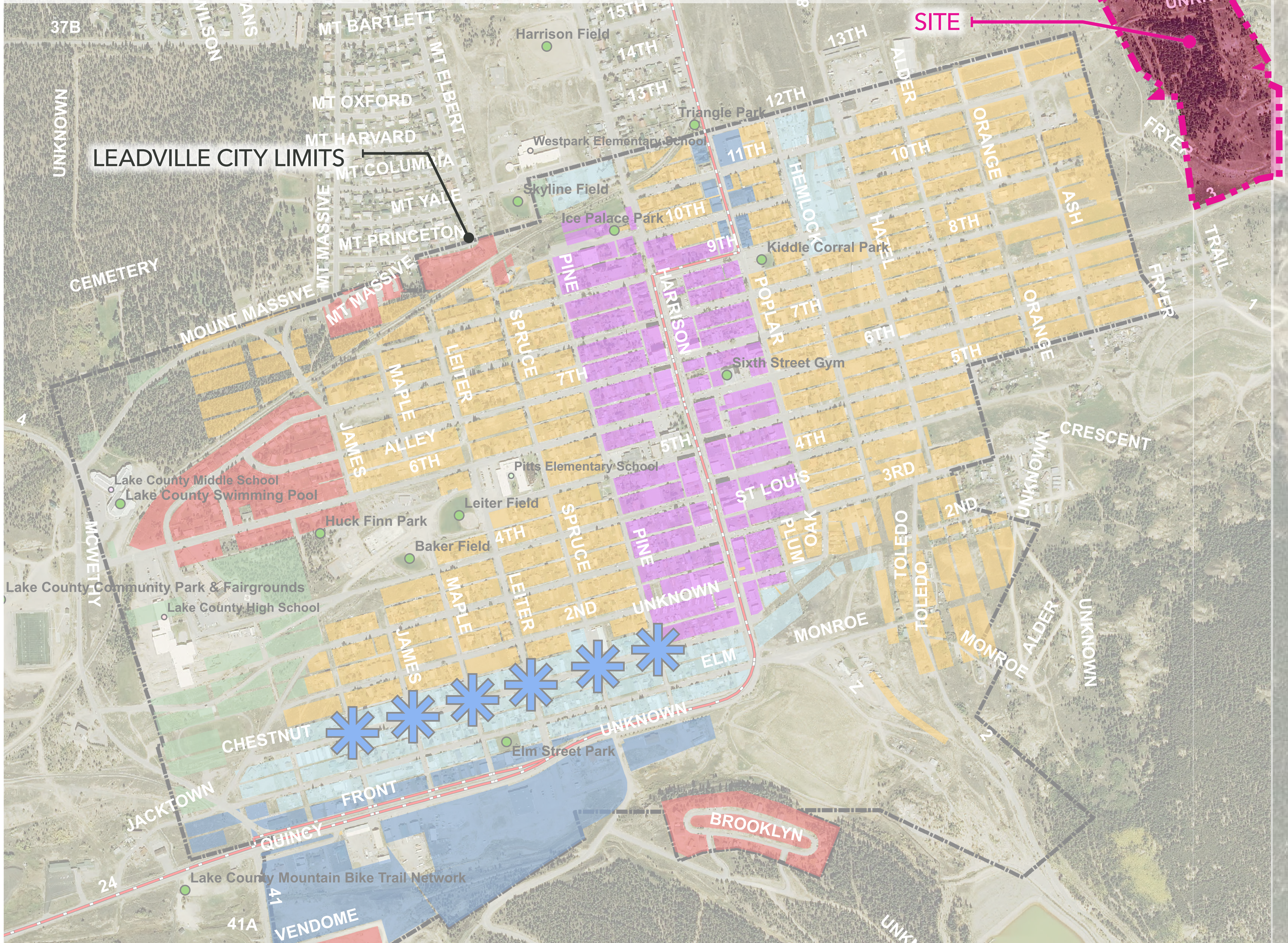


- Other Features
- Highways
  - Roads
  - Leadville-Limits
  - Floodplains
  - Streams
  - Parkville Water District
  - Sewer Main Lines

This map was created using Lake County GIS digital data, but this is a secondary product, not verified or authorized by the County.



# Site Location (Within City Future Land Use Map)



## FUTURE LAND USE MAP City of Leadville, CO Lake County and City of Leadville Coordinated Comprehensive Plan

### Land Use Designations

#### Town Site Residential

The neighborhoods included within this designation represent an opportunity for incremental residential in-fill, redevelopment and accessory dwelling units.

#### Town Site Mixed Use

The development pattern in this designation is characterized by a variety of mixed uses. By directing traffic-intensive uses to the block corners and providing adequate parking and landscaping, residential and non-residential uses can continue in the area.

#### Downtown

This designation is intended to reflect the character of the historic Downtown and allow additional uses that will strengthen, support and enhance the core of the City.

#### Highway Commercial

This designation allows for a flexible mix of retail, restaurants, service commercial, offices and other uses aimed at attracting customers. Heightened sensitivity to the visual impacts along the corridor are envisioned.

#### Developed Residential

This designation encourages the maintenance and replacement of existing residential uses, and retaining what is in place today.

#### Public

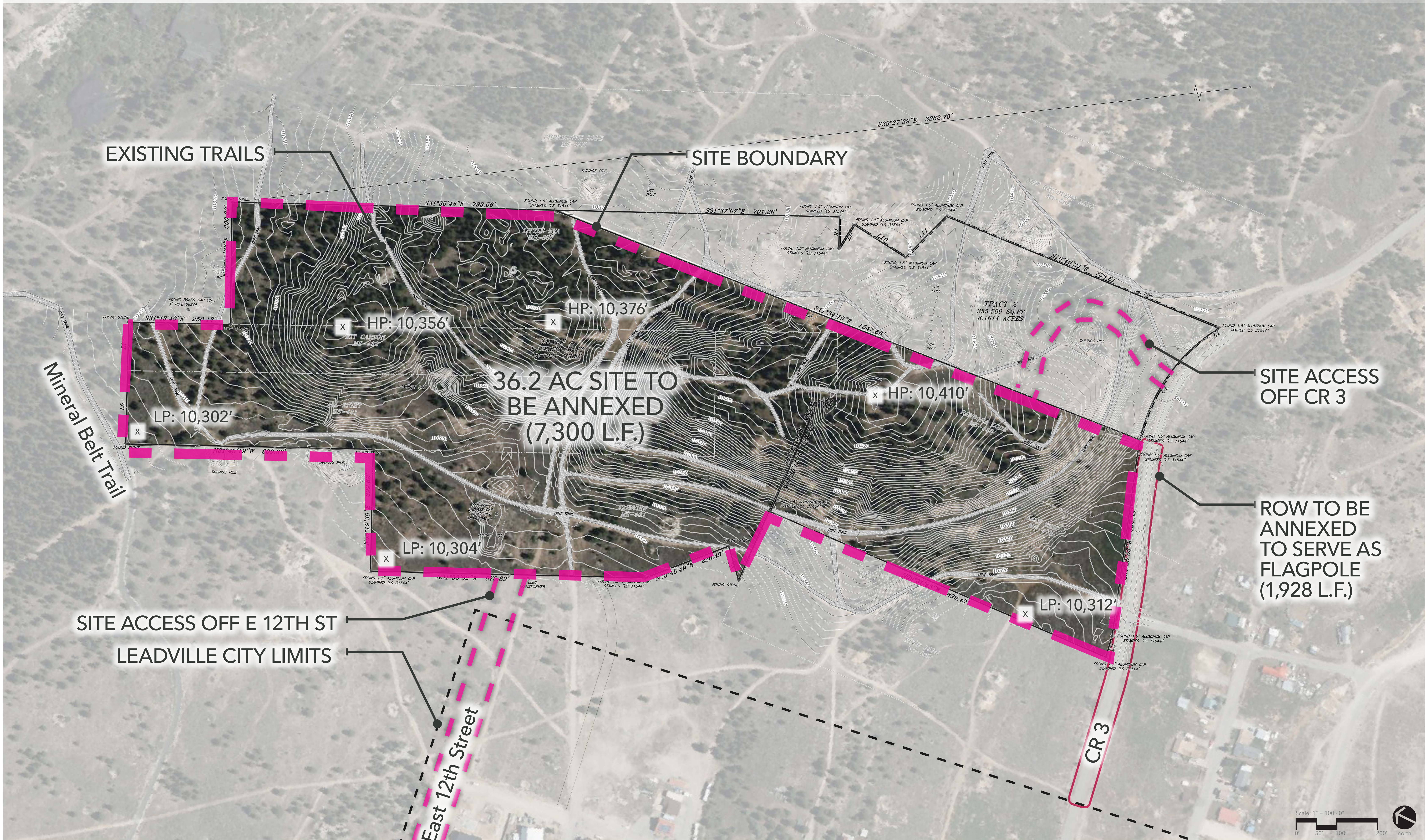
This designation includes land owned by public entities and special districts.

*Data Sources:*  
Parcel and transportation data, Lake County GIS, 2014.  
Future Land Use Designations, RPI Consulting, 2014.  
Imagery, NAIP, 2013.





# Site Context





# Site Photos





# Conceptual Site Plan

## Design Strategy:

- Provide a community that works with the land
- Respond to adjacent site conditions
- Benefit future residents and Leadville community

## Estimated Site Data: SFD Yield +/- 107 Lots

### Phase 1 Summary:

Hillside Lots:	27.7 AC	76 Lots
PA-1:	2.9 AC	65 Lots (50'-80'+ Wide)
		11 Lots (38' Wide)*

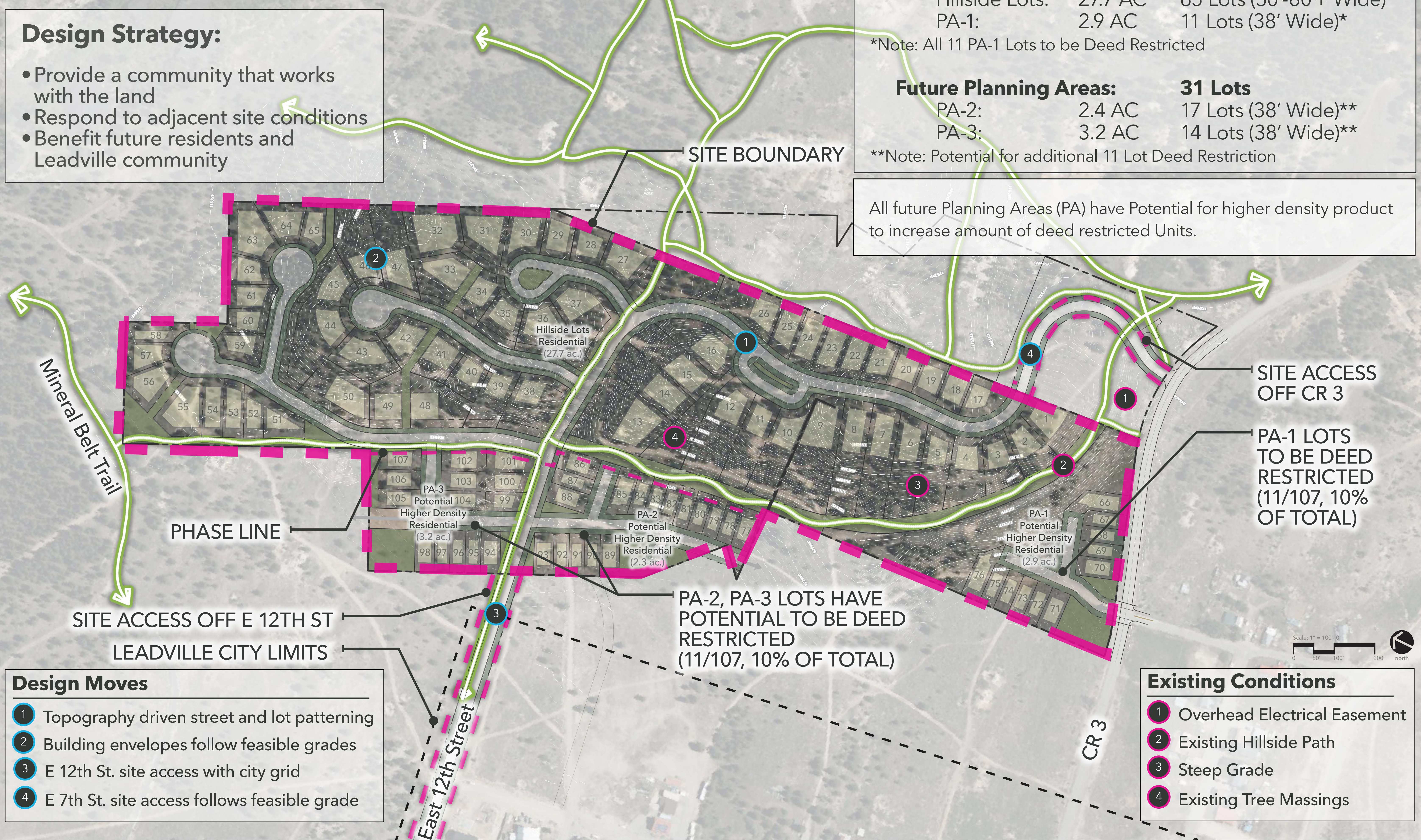
\*Note: All 11 PA-1 Lots to be Deed Restricted

### Future Planning Areas:

PA-2:	2.4 AC	31 Lots
PA-3:	3.2 AC	17 Lots (38' Wide)**
		14 Lots (38' Wide)**

\*\*Note: Potential for additional 11 Lot Deed Restriction

All future Planning Areas (PA) have Potential for higher density product to increase amount of deed restricted Units.



SITE ACCESS OFF CR 3

PA-1 LOTS TO BE DEED RESTRICTED (11/107, 10% OF TOTAL)

PA-2, PA-3 LOTS HAVE POTENTIAL TO BE DEED RESTRICTED (11/107, 10% OF TOTAL)

SITE ACCESS OFF E 12TH ST

LEADVILLE CITY LIMITS

PHASE LINE

SITE BOUNDARY

Mineral Belt Trail

East 12th Street

CR 3

## Design Moves

- 1 Topography driven street and lot patterning
- 2 Building envelopes follow feasible grades
- 3 E 12th St. site access with city grid
- 4 E 7th St. site access follows feasible grade

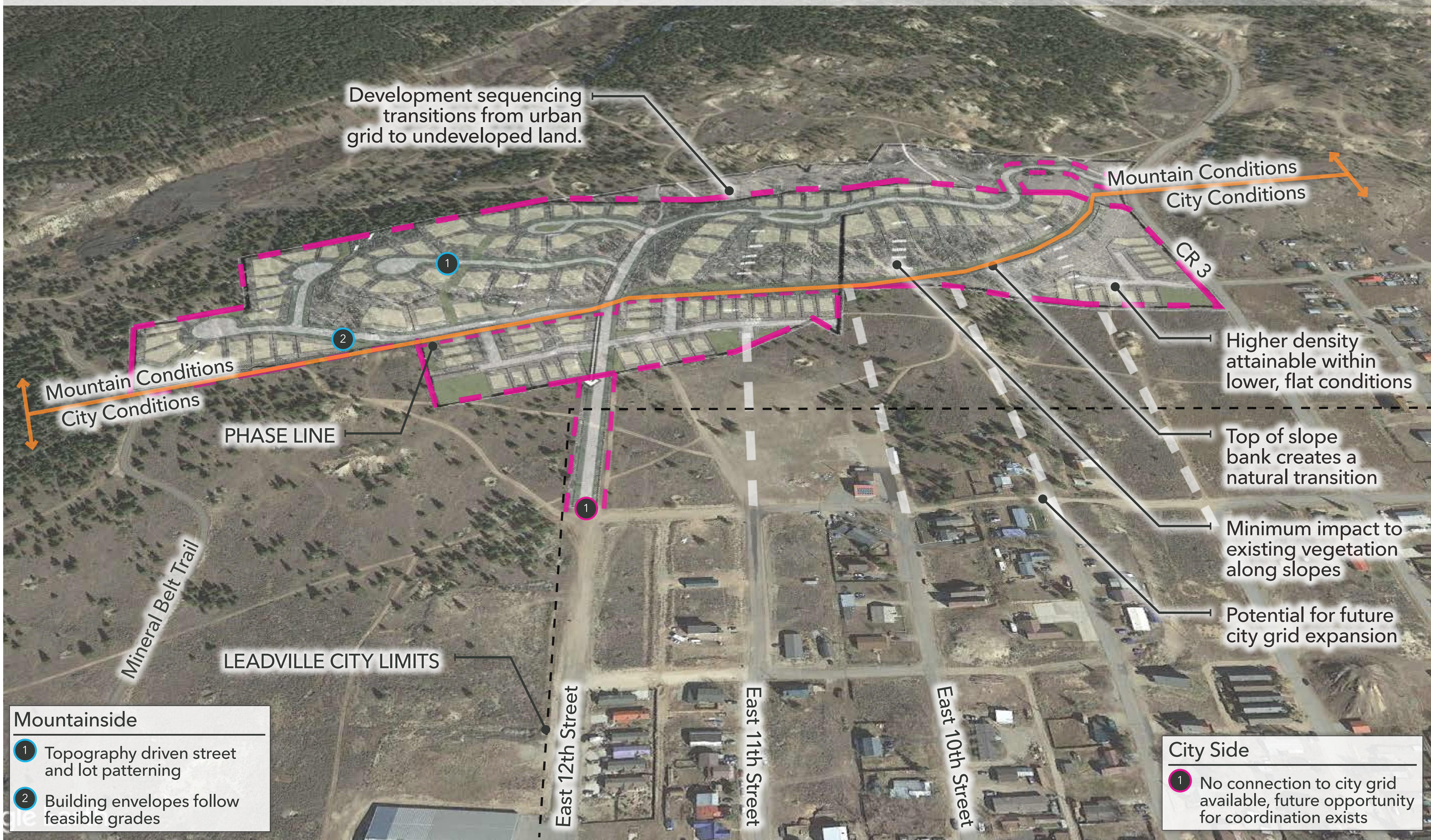
## Existing Conditions

- 1 Overhead Electrical Easement
- 2 Existing Hillside Path
- 3 Steep Grade
- 4 Existing Tree Massings



# Community Context

Transition the Urban Grid to the Mountain Open Space



**Mountainside**

- 1 Topography driven street and lot patterning
- 2 Building envelopes follow feasible grades

**City Side**

- 1 No connection to city grid available, future opportunity for coordination exists



# Computer Sketch Plan

## Estimated Site Data: SFD Yield +/- 107 Lots

### Phase 1 Summary:

Hillside Lots: 27.7 AC 76 Lots  
 PA-1: 2.9 AC 65 Lots (50'-80'+ Wide)  
 PA-2: 2.4 AC 11 Lots (38' Wide)\*

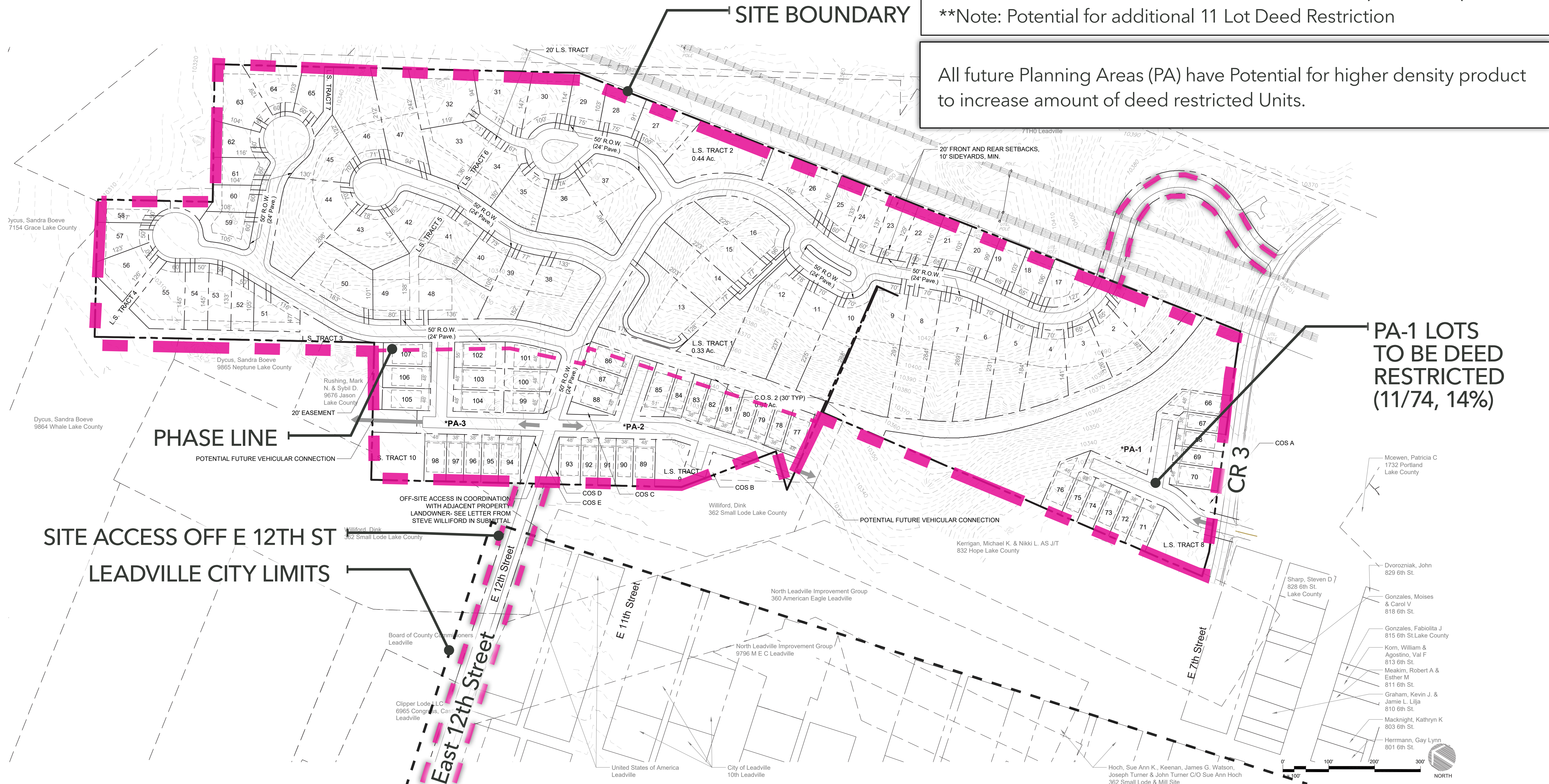
\*Note: All 11 PA-1 Lots to be Deed Restricted

### Future Planning Areas:

PA-2: 2.4 AC 31 Lots  
 PA-3: 3.2 AC 17 Lots (38' Wide)\*\*  
 PA-3: 3.2 AC 14 Lots (38' Wide)\*\*

\*\*Note: Potential for additional 11 Lot Deed Restriction

All future Planning Areas (PA) have Potential for higher density product to increase amount of deed restricted Units.



PA-1 LOTS TO BE DEED RESTRICTED (11/74, 14%)

SITE ACCESS OFF E 12TH ST  
 LEADVILLE CITY LIMITS



# Community Benefits:

- Housing to be Coordinated with Leadville Housing Authority (107 Lots, Varying Size)
- Coordination of Deed Restrictions
  - 10-20% Total Deed Restrictions (11-22 Total Lots) (11 Lots Phase 1), 120%-160% AMI Discussed
  - Coordination of home construction for deed restricted units
- Consistent with City and County Goals
- Connects and Expands Recreational Trail Systems
  - East 12th Street to Open Space
  - Mineral Belt Trail Connection,
  - North/South Open Space Trail Corridor

# LEADVILLE 7



**TETRA TECH**



# LEADVILLE LAKE COUNTY REGIONAL HOUSING AUTHORITY

## MONTHLY REPORT August 2023

**EXECUTIVE SUMMARY** | Lake County and the City of Leadville worked on creating incentives, zoning code updates and the creation of the Leadville Lake County Regional Housing Authority for the development of affordable housing units in Leadville. The City and County created the Regional Housing Authority to tackle the following tasks:

- Create a county wide Board to focus on affordable housing efforts.
- Develop public controlled land assets and land banking.
- Offer essential housing programs for the community.
- Allow additional revenue funding streams beyond 2A.
- Dedicated development committee for public projects
- Work with special districts on needed infrastructure extensions for publicly controlled property for housing and fees
- Administer Community Housing Guidelines and future housing lotteries for community housing projects and could be extended to other entities.

These planning efforts were funded through a Colorado Division of Local Affairs (DOLA) Innovative Housing Planning Grant. The completion of the Planning Grant and creation of a Regional Housing Authority allowed the County and City to apply for a \$1.4 million DOLA Incentive Grant to install needed water and sewer infrastructure to two infill sites in Leadville for the development of new affordable housing units in the next three years. This money must be spent prior to April 30, 2025.

## ONGOING PROJECTS |

### **Infill Sites:**

Currently the LLCRHA is pursuing the development of the school district parcel and hospital owned property.

### **DOLA Grants:**

- 1.) The Incentives DOLA grant will contribute \$1,184,276 of the infrastructure costs to make the Phase 1 sites ready for vertical construction. A new budget for these sites that include tap fees is outlined below. The matching component will be higher than the original grant application, as tap fees have been included in the budget. The requested dollars from DOLA will remain \$1,184,276. The updated City and County match will be \$678,304. Initially the City approved \$100,000 towards the match. The County has contributed 200,000. We will need an additional \$378,304 towards the new estimated costs.
- 2.) Based on the initial Incentives Grant application, DOLA has awarded the County with a supplemental award to go towards purchasing a 5-unit apartment house. The intent is to preserve affordable housing in our community. The County also pledged their

remaining ARPA funds \$772,074 to be divided between LLCRHA and DHS to address new housing new housing, conserve existing housing stock, as well as enhance existing homelessness services at DHS. The County is leveraging these Federal and State funds to make this purchase.

- 3.) The LLCRHA applied for and received an administrative grant of \$45,000 to update the 2018 Needs Assessment. This grant will require a 50% match. The \$22,500 match could be split between the City and the County.
- 4.) The LLCRHA opted into Prop 123 on behalf of the City and the County on August 3, 2023.
- 5.) The LLCRHA was awarded the Tool Kit grant through HB-1271 for technical assistance. LLCRHA representatives met with the program provider, Enterprise Community Partners, to discuss possible ways for consultants to help guide the LLCRHA in moving the project forward. Staff requested assistance with preparation of RFQs, RFPs and LLCRHA board training.

## **NEW PROJECTS |**

LLCRHA staff has provided assistance in the purchase of the apartment house and will continue to assist the County throughout the purchase process. It is has not been determined if the LLCRHA will manage the apartment house once acquired. This could be a funding opportunity for the LLCRHA.

## **TRAINING, LEARNING + DEVELOPMENT |**

Board and Director training, staff continuing education

## **PROJECTS |**

### **Phase1:**

Development Subcommittee consists of Anne Schneider, Director of Community Planning and Development for the County; Chapin LaChance, Director of Community Planning and Development for the City, and Dan Northcraft, owner of Northcraft Builders

The LLCRHA Development Sub-committee will be preparing RFQ's:

- Surveying Harrison Ball Field and the 2 other sites (school district and hospital properties)
- Engineering infrastructure for school district sewer line
- Harrison Ball Field or Climax Property Master Plan
  - Engineering
  - Planning
- Developer Selection for vertical build of 20 unit project

Build 20 community housing units.

- School District Property (Lots 1-16, Block 21 Stevens & Leiter Subdivision)
  - Shape Architecture proposed building 16 units, 4 Quad Plexes or 8 Duplexes
- Hospital Property (Lots 1-16 and 25-32, Block 39 Stevens & Leiter Subdivision)
  - The conceptual plan is to build 4 units, 2 duplexes on Lots 25-32 (facing 6<sup>th</sup> Street)
  - Strategic planning of Harrison Ball Fields, county owned property. In preparation for next potential project opportunity
    - Master Plan with engineering, planning and site analysis
  - Engage partners and community
  - Community outreach

**Phase 2:**

Explore building more affordable housing units

**REQUEST |**

- Consideration of additional funding for the LLCRHA for additional staff and grant match and project support \$300,000.
- Update the Executive Director IGA to allow for merit based and cost of living wage increases.
- Your representatives seated on the LLCRHA will be working on the Community Guidelines, please provide them with your input.



# HOUSING

Revenues	2021 Actuals	2022 Actuals	2023 Total Budget	2023 Projected	2024 Budget	2025 Budget
Taxes	N/A					
Mine Revenue						
Licenses & Permits						
Inter-governmental		52,000.00	336,000.00	704,759.00	464,758.00	464,758.00
Charges for Services						
Fines						
Interest & Misc						
<b>Total Revenues</b>	-	52,000.00	336,000.00	704,759.00	464,758.00	464,758.00
Expenditures	2021 Actuals	2022 Actuals	2023 Total Budget	2023 Projected	2024 Budget	2025 Budget
Personnel (wages, taxes, insurance)		88,013.50	110,414.00	125,414.00	137,003.39	141,113.49
Training		930.00	5,000.00	1,000.00	1,500.00	1,500.00
Professional Services		375.04	900.00	645,873.40	623,373.00	623,373.00
Services		-	-	-	-	-
Supplies		413.65	1,000.00	1,000.00	500.00	2,000.00
AMP		-	-	-	-	-
Other		2,801.67	3,100.00	3,000.00	5,003,000.00	5,003,000.00
<b>Total Expenditures</b>	-	92,533.86	120,414.00	776,287.40	5,765,376.39	5,770,986.49



## Lake County/City of Leadville DOLA Incentive Grant

### 3rd Street, Hospital Lots, and Harrison Ballfields Master Planning and Engineering Infill Sites 20 Unit- Infrastructure and Master Planning Cost Estimates

Item	Description	Quantity	Unit Price	Total Price
1	8" PVC Sanitary Sewer Main in Road	800	\$325	\$ 260,000.00
2	4" PVC Sanitary Sewer Service	20	\$1,800	\$ 36,000.00
3	4' ID Manhole on New 8" Main	2	\$800	\$ 1,600.00
4	3/4" Water Service	20	\$3,000	\$ 60,000.00
5	Electric and Gas Extensions	1000	\$120	\$ 120,000.00
7	Lot Prep/Remediation	1	\$150,000	\$ 150,000.00
10	Engineering/Alta Survey/Minor Sub	2	\$18,000	\$ 36,000.00
	Townhouse Plat	10	\$4,000	\$ 40,000.00
11	Title Work	1	\$3,000	\$ 3,000.00
13	<b>Subtotal Construction Cost Estimate</b>			<b>\$ 706,600.00</b>
5	Parkville Tap Fees	20	\$11,000	\$ 220,000.00
	Leadville Sanitation Tap Fees	20	\$8,500	\$ 170,000.00
14	Project contingencies @ 15%			\$ 105,990.00
15	Engineering Design/Contract Administration			\$ 105,990.00
16	Full time construction observation based on 30 calendar days			\$ 30,000.00
17	Developer RFQ and Selection expenses			\$ 40,000.00
	<b>Total Budget 20 Units</b>			<b>\$ 1,378,580.00</b>
	<b>Harrison Ball Field Master Plan and Engineering</b>			
	Master Planning	1	\$100,000	\$ 100,000.00
	Surveying	1	\$75,000	\$ 75,000.00
	Engineering	1	\$250,000	\$ 250,000.00
	Title Work	1	\$5,000	\$ 5,000.00
	<b>Subtotal Master Plan Estimate</b>			<b>\$ 430,000.00</b>
	<b>Total DOLA Grant</b>			<b>\$ 1,808,580.00</b>
	<b>DOLA Grant Funds</b>			<b>\$ 1,184,276.00</b>
	<b>City and County Cash Match</b>			<b>\$ 624,304.00</b>

# Median Home Price



# UPDATES

## Current Issues

Lake County residents are finding it challenging to afford housing. The prices to rent and purchase a home dramatically increased over the past few years making it challenging or impossible for a local without housing to afford housing.

## Short Term Objectives

- *Form the Leadville Lake County Regional Housing Authority*
- *Seat the LLCRHA board*
- *Adopt the LLCRHA Community Housing Guidelines*
- *Adopt the LLCRHA Bylaws*
- *Create a development sub-committee*
- *Create a grievance sub-committee*
- *Continue working on implementing affordable housing initiatives*
- *Apply for the Department of Labor Affairs (DOLA) Incentives Grant*
- *Finalize site analysis for affordable housing*
- *Pursue RFQ for infrastructure & building affordable housing*
- *Work with the County and City to encourage affordable housing elements with developers*

## Long Term Objectives

- *Build 20 Affordable Housing Units*
- *Land Bank Additional Building Sites*
- *Master Plan Harrison Ball Field and Additional Housing Sites*



# LESSONS LEARNED

- The 2023 market sales continue to exceed prior years despite the interest rate increases. 2022 highest median purchase prices were in April and November.
- Median list price = \$567,000. 50 homes listed.



## Lessons Learned from Budget to Actual

- As a newly formed department, the budget continues to evolve. To be successful, we will need to focus on pursuing grants and additional funding mechanisms (including fund raising, sales tax ballot measure consideration).
- As the price per square foot price continues to increase, so will our gap on homes that we build.





## AGENDA ITEM #9B

### CITY COUNCIL COMMUNICATION FORM

---

MEETING DATE: Sept 5<sup>th</sup>, 2023  
SUBJECT: Temporary Use Permit for Lake County Recreation and Leadville Main Street Program to host Trick or Treat on Main Street 2023  
PRESENTED BY: Lori Tye

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ORDINANCE  
 RESOLUTION  
 MOTION  
 INFORMATION

---

- I. **REQUEST OR ISSUE:** Temporary Use Permit for Lake County Recreation & Leadville Main Street Program to host Trick-or-Treat on Main Street, Sunday October 29<sup>th</sup>, 2023 from 1:00 pm to 3:00 pm. Applicant is requesting the closure of Harrison Ave from 4<sup>th</sup> - 8<sup>th</sup> St again this year.

Lake County Recreation, in partnership with the Leadville Main Street Program, would like to host another Halloween event on Harrison Avenue. Last year the avenue was closed for the event and applicant has worked with, and gotten approval from CDOT, for that again this year, to ensure a safe event.

Applicant is requesting the street department put out signage and close off Harrison Avenue from north of 4<sup>th</sup> St to south of 8<sup>th</sup> St (keeping both 4<sup>th</sup> & 8<sup>th</sup> St open) from 12:00 pm to 4:00 pm, an hour before & after the event for setup & cleanup. Applicant proposes using the same closure/detour that was used during Boom Days, using both Poplar and Pine, at 4<sup>th</sup> and 8/9<sup>th</sup> St, as detour routes. CDOT, the applicant and City staff agreed on this detour route in a meeting 7/27/23. Applicant will also need assistance from the Leadville Police Department to assist with the street closures.

- II. **BACKGROUND INFORMATION:** In 2021, Trick-or-Treat on Mainstreet was held on Harrison Avenue sidewalk, with no closure of Harrison Ave. There was a lot of crossing in the middle of the street, despite crossing guards at the crosswalks. In 2022 they closed Harrison Ave for Trick-or-Treat on Mainstreet, and it was a much safer event.

#### 17.64.020 General requirements for a temporary use permit.

- E. *Approval Criteria. A temporary use permit may be issued to the applicant only upon a finding that all of the following criteria are met:*
- 1. The owner of the property on which the use is proposed consents in writing to the issuance of the permit; CDOT/City is the owner and gives consent upon approval by City Council.*
  - 2. The use is allowable in the zone district; "Carnivals" use is allowed in all zoning districts.*
  - 3. The referring agencies have indicated no concerns or requested no conditions for approval, or the applicant has provided to the satisfaction of the planning official or city council, as the case may be, that all conditions for approval will be satisfied and the permit is issued subject to*

satisfaction of such conditions; Referring agencies have noted concerns and approval will include all conditions of referring agencies.

4. The use will not substantially impair the appropriate use of or adversely affect adjoining property or the neighborhood; The event is held downtown in the Retail Core, which is an appropriate location for this activity, separated from the residential neighborhoods.
5. The use will not alter the essential character of the district in which the subject property is located; The proposed carnival use will not alter the character of downtown.
6. The use will not adversely affect public health, safety or welfare; The proposed carnival use will not.
7. The use will not result in an undue concentration of such temporary uses upon or near the subject property so as to adversely affect public health, safety or welfare, or alter the essential character of the district in which the subject property is located, or substantially impair the appropriate use of or adversely affect adjoining property or the neighborhood; The proposed carnival use will not.
8. The use is in compliance with the objectives, policies and other provisions of this title or other city regulations, ordinances or policies. Carnival use is an allowed temporary use in all zoning district for up to a two (2) week period, so the proposed temporary use is in compliance with the zoning regulations.

**17.64.010 - Allowed when**

Temporary use permits may be issued for the following uses in the following zoning districts and for the following periods of time. No person, party or organization shall engage in such temporary uses prior to the issuance of a temporary use permit. The following uses shall be allowed in the following districts, not to exceed the following periods of time:...

**TABLE 4**

D. Carnivals, circus, bazaars, fairs, tent meetings and festivals	All districts	2 weeks
-------------------------------------------------------------------	---------------	---------

**Agency referrals:**

All City agencies have responded/approved with the following comments:

**Health Department** noted "Approved if all pre-packaged, shelf stable commercial foods."

**Street Department** noted "Any Volunteers available"

**Police Department** noted "Any Volunteers available to Assist"

**III. FISCAL IMPACTS: N/A**

**IV. LEAGAL ISSUES: N/A**

**V. STAFF RECOMMENDATION:** Consider and review Temporary Use Permit Application for Lake County Recreation and Leadville Main Street Program to host the Annual Trick or Treat on Main Street on October 29<sup>th</sup>, 2023 from 1:00 pm until 3:00 pm. Staff recommends Approval based on the event meeting the Approval Criteria, as well as staff's meeting with Alan Clubb, with CDOT.

**VI. COUNCIL OPTIONS:** Approve, Approve with Conditions or Deny

**VII. PROPOSED MOTION:** I move to approve the Temporary Use Permit for Lake County Recreation and Leadville Main Street Program to host Trick or Treat on Main Street from 1:00 to 3:00 pm Sunday, October 29<sup>th</sup>, 2023, including requested closure of Harrison Ave from 12:00 to 4:00 pm, with the attached Findings.

**VIII. ATTACHMENTS:**

- Complete Temporary Use Permit application, with venue map
- Agency approvals
- Findings

**CITY OF LEADVILLE**  
**Temporary Use Permit for Lake County Recreation and Leadville Main Street  
to host Trick or Treat on Main Street, Sunday October 29<sup>th</sup>, 2023**

**FINDINGS:**

1. The owner of the property on which the use is proposed consents in writing to the issuance of the permit;
2. The use is allowable in the zone district;
3. The referring agencies have indicated no concerns or requested no conditions for approval, or the applicant has provided to the satisfaction of the planning official or city council, as the case may be, that all conditions for approval will be satisfied and the permit is issued subject to satisfaction of such conditions;
4. The use will not substantially impair the appropriate use of or adversely affect adjoining property or the neighborhood;
5. The use will not alter the essential character of the district in which the subject property is located;
6. The use will not adversely affect public health, safety or welfare;
7. The use will not result in an undue concentration of such temporary uses upon or near the subject property so as to adversely affect public health, safety or welfare, or alter the essential character of the district in which the subject property is located, or substantially impair the appropriate use of or adversely affect adjoining property or the neighborhood;
8. The use is in compliance with the objectives, policies and other provisions of this title or other city regulations, ordinances or policies.



# City of Leadville

800 Harrison Avenue  
Leadville, Colorado 80461  
719-486-2092, Fax 719 486-1040

Email: [adminservices@leadville-co.gov](mailto:adminservices@leadville-co.gov)     [www.cityofleadville.com](http://www.cityofleadville.com)

## Temporary Use Permit Application (Event)

A Temporary Use Permit is required for any organized activity involving the use of, or having impact upon, public property, public facilities, parks, sidewalks, paths, trails, streets or other public areas or the temporary use of private property in a manner that varies from its current land use, that lies within the boundaries of the City of Leadville. This application does not apply to nor will it be reviewed by any state or federal entity; this is the applicant's responsibility.

Impact is defined as: *Any closure, impedance, damage, destruction, abnormal wear and tear, interference or use of any public facility, property, roadway, trail, structure, ingress, egress or business function that causes extraordinary or unusual expense, or deters or detracts from other duties for any governmental agency within the City of Leadville, Colorado.*

All Event Permit applications are handled through the Director of Administrative Services office. After the applicant completes the Application and attaches any required documents, it is to be returned to the Director of Administrative Services. Applications are available on line at [www.cityofleadville.com](http://www.cityofleadville.com). They can be printed and faxed or emailed back to the City.

### Reasons that your application may be denied are:

- Agencies may not have the resources to dedicate to your event,
- Your event may be deemed as too intrusive to the community,
- Your event may be deemed as inappropriate for the community or
- Your event may be deemed to be too destructive to the community.
- Other reasons may be expressed in the denial.

Acceptance of your application should in no way be construed as final approval or confirmation of your request. You will be notified if your event requires any additional information, permits, licenses or certificates. During the initial application screening process you will be given time to provide us with all pending documents (e.g. certificate of insurance, secondary permits, etc.). All documentation must be received before a Special Event Permit will be issued.

Permit applications must be received no later than thirty (30) days prior to the actual date of your event and may be submitted as early as one year before your event. **Information from your permit application is considered public information** and may be used in developing the calendar of community events or reviewed by the public under the Open Records Act.

Issuance of a Special Events Permit **does not create any liability** for the issuing entities outside of their normal responsibilities under Colorado Revised Statutes. **It does not create a contractual agreement** with you and the issuing entities to perform any duty, responsibility or to perform any function other than what is provided for under the permit. **The applicant will not have any fees returned after the permit has been issued due to weather, lack of participation or any other reason.**

The applicant is responsible to ensure appropriate porta-potties, trash receptacles, arrange for Fire, ambulance, or law enforcement to manage their event as needed. If the event is deemed by local officials that these needs have not been met and additional resources are called in, the event will pay for those costs.

*City of Leadville*

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**APPLICATION**

Event Title: Trick or Treat on Mainstreet

**Description:** (Describe what your event is about, who and what will be involved, how it will work and any special information that you feel is important to help us understand the details of the event)

Lake County Recreation and Leadville Mainstreet would like to host another Halloween event on Harrison Avenue. Last year the avenue was closed for the event and we are working with CDOT to get approval for that again this year.

<b>Set up</b>	Date	<u>10/29/23</u>	Time	<u>12:00PM</u>	Day of Week	<u>Sunday</u>
<b>Event Starts</b>	Date	<u>10/29/23</u>	Time	<u>1:00PM</u>	Day of Week	<u>Sunday</u>
<b>Event Ends</b>	Date	<u>10/29/23</u>	Time	<u>3:00PM</u>	Day of Week	<u>Sunday</u>
<b>Dismantle</b>	Date	<u>10/29/23</u>	Time	<u>4:00PM</u>	Day of Week	<u>Sunday</u>

Location(s) requested: Harrison Avenue between 4th-8th Street.

<b>Anticipated Attendance</b> (not including participants)	Total	<u>1000</u>	Per Day	<u>1000</u>	
<b>Anticipated Participants</b>	Total	<u>1000</u>	Per Day	<u>1000</u>	Total: <u>1000</u>

Anticipated # of vehicles \_\_\_\_\_

**CONTACTS**

Host Organization Lake County Recreation & Leadville Mainstreet

Chief Officer of Host Organization Karen Lewis and Nancy Bailey

Applicant (Contact) Name Karen Lewis

Address 505 Harrison Ave. #5 POB 862 City Leadville State CO Zip 80461

Telephone Number 719-486-7494 FAX Number \_\_\_\_\_

Pager/Cellular \_\_\_\_\_ E-Mail Address: klewis@co.lake.co.us

*City of Leadville*

800 Harrison Avenue  
Leadville, Colorado 80461  
719-486-2092, Fax 719 486-1040

Email: [admins@leadville-co.gov](mailto:admins@leadville-co.gov) [www.cityofleadville.com](http://www.cityofleadville.com)

**APPLICATION, CONTINUED**

**If your event will impact city services please give description:**

We will need the street department to put out signage and close off Harrison Avenue

from 4th-8th Street. We will plan on using the same closure that was used during

Boom days. We will also need assistance from the Leadville Police Department with street closures. See attached map for more details.

**If your event involves alcohol, weapons, speed activities, high speed vehicles, pyrotechnics, loud noise of any kind or any unusual activity please describe:**

**If required, an original Certificate of Insurance must be received by the City of Leadville prior to the approval and issuance of your Special Event Permit.**

The applicant will need commercial general liability insurance that names as Additional Insured, the "City of Leadville its officers, employees, and agents" and any other public entities impacted by your event to which this permit applies. Insurance coverage must be maintained for the duration of the event including setup and dismantle dates.

Name of Insurance Agency County Technical Services/Arther J. Gallagher

Address 800 Grant Street City Denver State CO Zip 80203

Telephone Number 303-861-0507 Pager/Cellular \_\_\_\_\_

Contact Name Meredith Burchman

Policy Type General Liability

Policy Amount \_\_\_\_\_ Policy Number Submitted for certificate

*City of Leadville*

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**APPLICATION, CONTINUED**

**Please Provide an Event Map that includes the following information**

If the item does not apply please write N/A in the box.

- Location of fencing, barriers and/or barricades. Indicate any removable fencing for emergency access.
- Provision of minimum twenty foot (20') emergency access lanes throughout the event venue.
- Location of first-aid facilities and ambulances.
- Location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, portable toilets, booths, beer gardens, cooking areas, trash containers and dumpsters, and other temporary structures.
- A detailed or close-up of the food booth and cooking area configuration including booth identification of all vendors cooking with flammable gases or barbecue grills.
- Generator locations and/or source of electricity.
- Placement of vehicles and/or trailers.
- Exit locations for outdoor events that are fenced and/or locations within tents and tent structures.
- Other related event components not listed above. \_\_\_\_\_

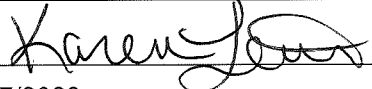
**CERTIFICATION:**

I/we certify that the information contained in the foregoing application is true and correct to the best of my/our knowledge and belief that I/we have read, understand and agree to abide by the requirements, rules and regulations governing the proposed Special Event Permit under the City of Leadville. I/we agree to comply with all other requirements of the City, County, State, Federal Government, and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event, I/we agree to pay all fees, taxes and the City shall not be liable for the payment of such taxes. I/we agree to abide by the requirements of the Special Events Permit, and further certify that I/we, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible, in conjunction with the Host Organization, for any costs and fees that may be incurred by or on behalf of the Event to the City of Leadville.

Print Name Host Organization Lake County Recreation Department

Print Name of Authorized Agent Karen Lewis

Title Youth Coordinator

Signature 

Date 8/7/2023

Approved by: \_\_\_\_\_



City of Leadville

800 Harrison Avenue
Leadville, Colorado 80461
719-486-2092, Fax 719 486-1040

Email: adminservices@leadville-co.gov www.cityofleadville.com

THIS BE SIGNED BY THE DEPARTMENT HEAD

DEPARTMENT INPUT (to be attached to the permit file copy):

City of Leadville (Planning Official): CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

City Street Dept: CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Police Department: CONDITIONS / RESTRICTIONS/COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Fire Department: CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Health Dept (food): CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

City of Leadville: (Council) CONDITIONS / RESTRICTIONS/COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

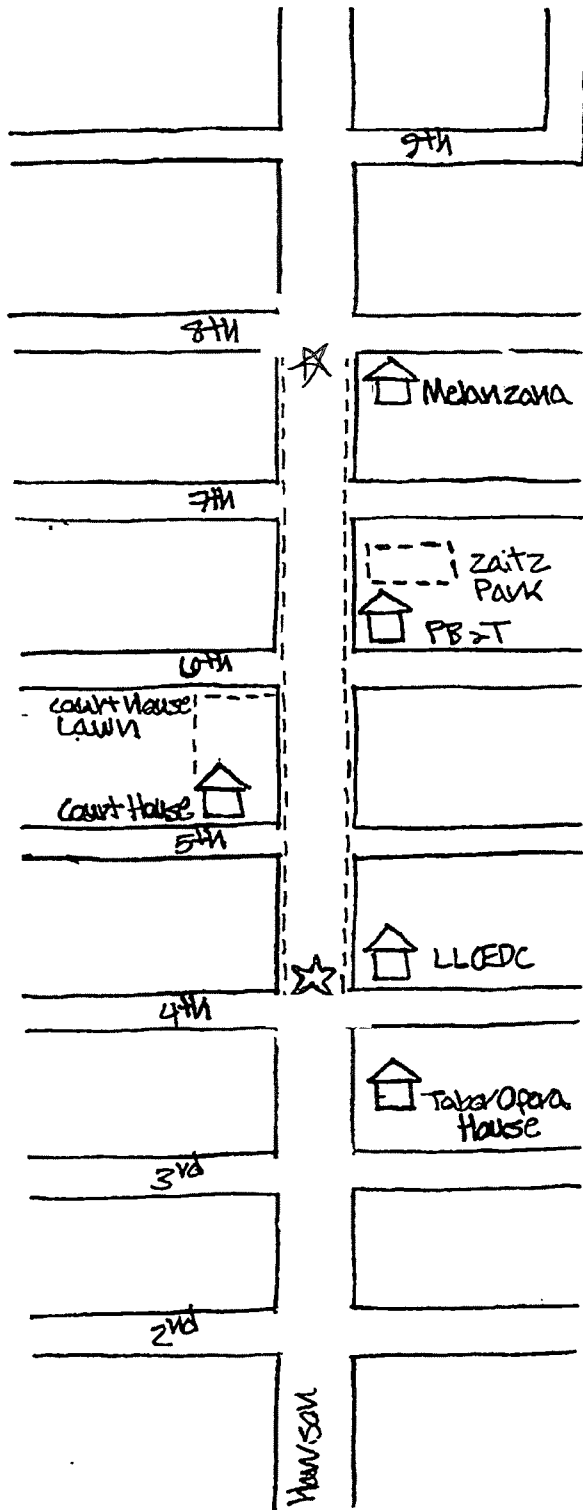
To be filled out by the respective departments, if applicable: total costs to the City in labor hours and/or dollars.

Police Dept.: \_\_\_\_\_ labor hrs; at \$ \_\_\_\_\_ per hr plus \$ \_\_\_\_\_ in fuel & supplies for a total \$ \_\_\_\_\_

Street Dept.: \_\_\_\_\_ labor hrs; at \$ \_\_\_\_\_ per hr plus \$ \_\_\_\_\_ in fuel & supplies for a total \$ \_\_\_\_\_

Fire Dept.: \_\_\_\_\_ labor hrs; at \$ \_\_\_\_\_ per hr plus \$ \_\_\_\_\_ in fuel & supplies for a total \$ \_\_\_\_\_

Total Labor: \_\_\_\_\_ Total Fuel & Supplies: \_\_\_\_\_



Leadville Mainstreet & Lake County Recreation  
 Trick or Treat Street Sunday, 10/29/2023  
 12 pm - 4 pm (12-1 set up, 1-3 event, 3-4 tear down)

☆ = Start/End Route

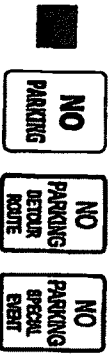
🏠 = Business

--- = Candy station Areas

--- = Public area

CC ENTERPRISES - TRAFFIC CONTROL SPECIALISTS, INC  
 Contractor: CITY OF LEADVILLE  
 Project: SPECIAL EVENT DETAIL  
 Method of Handling Traffic: ROAD CLOSURE WITH DETOUR /  
 SIDE STREET SETUP

PREPARED BY: Leadville Eddy 07/25/2022  
 ATSSA TCS DATE  
 PHONE: 970-242-0888  
 CERTIFICATION # 245588  
 ISSUE DATE: 06/14/2021  
 EXPIRATION DATE: 06/13/2025

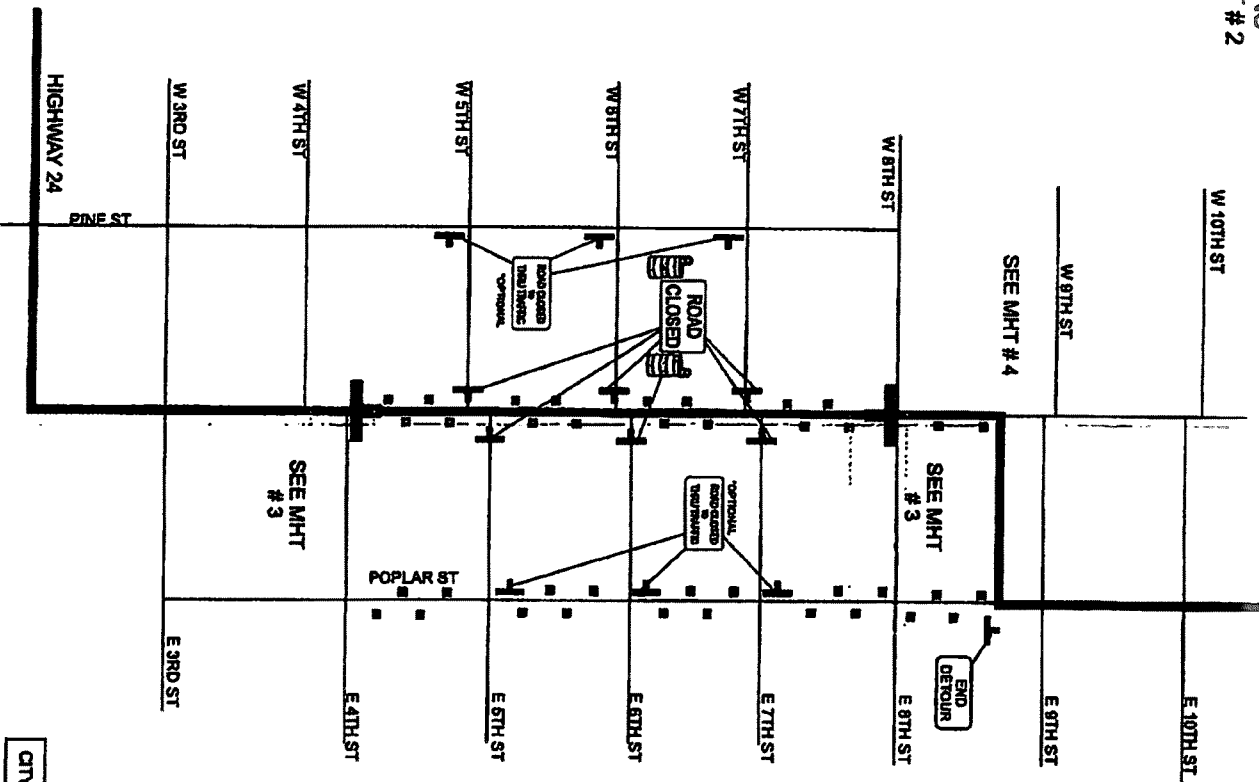


NO PARKING SIGNS TO BE PLACED IN ADVANCE OF SPECIAL EVENT AND AT THE DISCRETION OF THE CITY OF LEADVILLE. SOUTHBOUND HWY 24: NO PARKING SYMBOLS WILL BE PLACED FROM 8TH STREET TO 3RD STREET. NORTHBOUND HWY 24: NO PARKING SYMBOLS WILL BE PLACED FROM 4TH STREET TO 9TH STREET] NO PARKING SIGNS WILL ALSO BE USED ON THE SPECIAL EVENT DETOUR ROUTE: PINE STREET AND POPLAR STREET.

ADDITIONAL NO PARKING SYMBOLS MAY BE NEEDED ON SIDE STREETS WITHIN THE EVENT AREA DEPENDENT UPON SPECIAL EVENT NEEDS AND AT THE DISCRETION OF THE CITY OF LEADVILLE.

- NOTES:
1. CONTRACTOR WILL NEED THE ROAD CLOSED DURING EVENT HOURS.
  2. REFER TO MUTCD FIGURE 8H-20 FOR A TYPICAL APPLICATION.

- SIGNS AND DEVICES:
- 6 - ROAD CLOSED
  - 1 - END DETOUR
  - 6 - ROAD CLOSED TO THRU TRAFFIC (OPTIONAL)
  - 12 - DRUM
  - 40 - NO PARKING - QUANTITY WILL VARY DEPENDING ON EVENT.



CITY22-001-2



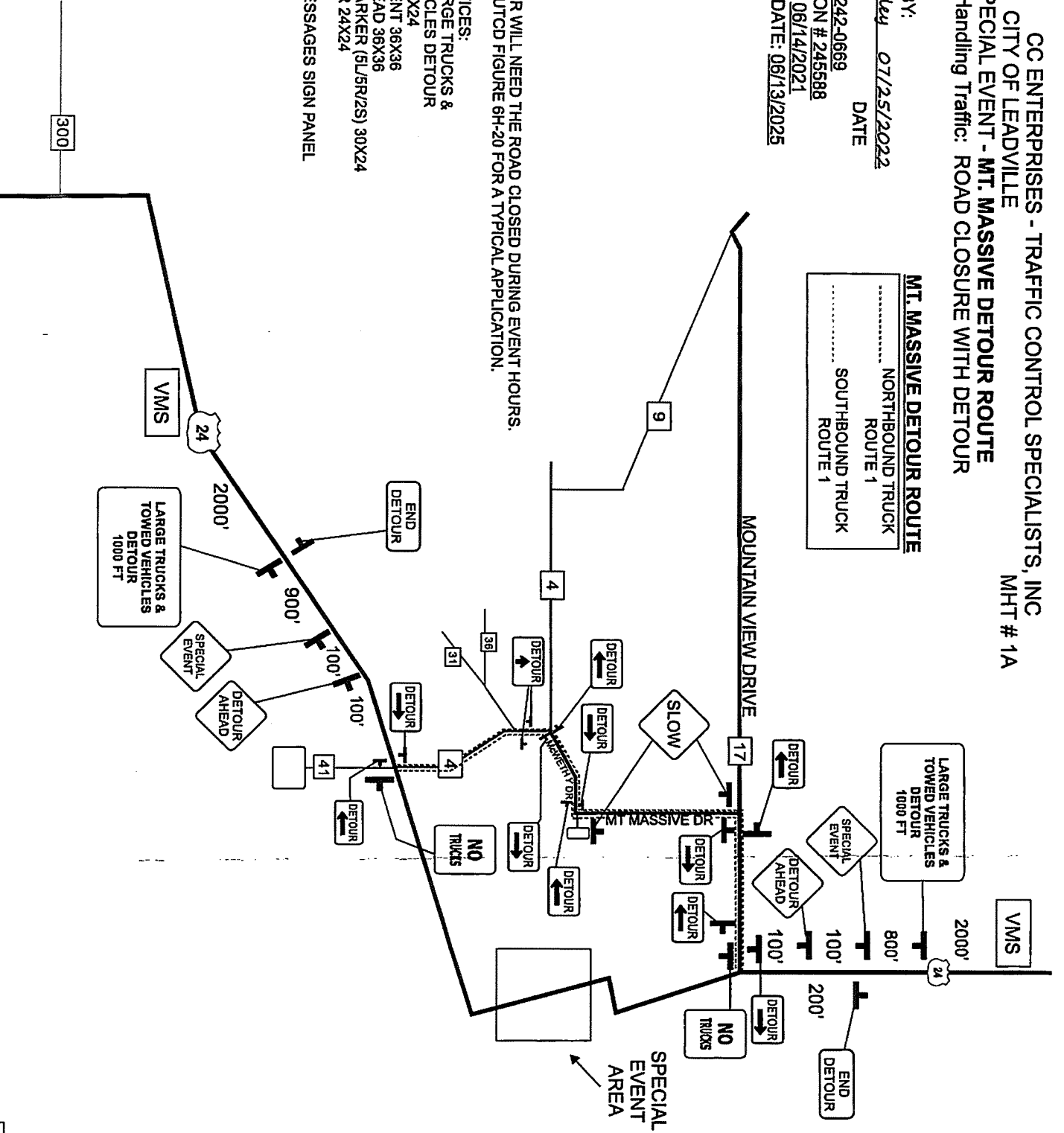
**CC ENTERPRISES - TRAFFIC CONTROL SPECIALISTS, INC**  
**Contractor: CITY OF LEADVILLE**  
**Project: SPECIAL EVENT - MT. MASSIVE DETOUR ROUTE**  
**Method of Handling Traffic: ROAD CLOSURE WITH DETOUR**

MHT # 1A

PREPARED BY: Jennifer Ealey 07/25/2022  
 ATSSA TCS DATE  
 PHONE: 970-242-0669  
 CERTIFICATION # 245588  
 ISSUE DATE: 06/14/2021  
 EXPIRATION DATE: 06/13/2025

**MT. MASSIVE DETOUR ROUTE**  
 ..... NORTHBOUND TRUCK  
 ROUTE 1  
 ..... SOUTHBOUND TRUCK  
 ROUTE 1

- NOTES:**
1. CONTRACTOR WILL NEED THE ROAD CLOSED DURING EVENT HOURS.
  2. REFER TO MUTCD FIGURE 6H-20 FOR A TYPICAL APPLICATION.
- SIGNS AND DEVICES:**
- 2 - SPECIAL (LARGE TRUCKS & TOWED VEHICLES) DETOUR 1000 FT) - 30X24
  - 2 - SPECIAL EVENT 36X36
  - 2 - DETOUR AHEAD 36X36
  - 12 - DETOUR MARKER (BL/FR/RS) 30X24
  - 2 - NO TRUCKS
  - 2 - VARIABLE MESSAGES SIGN PANEL
  - 2 SLOW 48X48



City of Leadville

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THIS BE SIGNED BY THE DEPARTMENT OFFICIAL

DEPARTMENT INPUT (to be attached to the permit file copy):

City of Leadville (Planning Official): CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

SIGNATURE [Signature] DATE 8/11/2023

City Street Dept: CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Police Department: CONDITIONS / RESTRICTIONS/COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Fire Department: CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Health Dept (food): CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

City of Leadville: (Council) CONDITIONS / RESTRICTIONS/COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

To be filled out by the respective departments, if applicable: total costs to the City in labor hours and/or dollars.

Police Dept.: labor hrs; at \$ per hr plus \$ in fuel & supplies for a total \$
Street Dept.: labor hrs; at \$ per hr plus \$ in fuel & supplies for a total \$
Fire Dept.: labor hrs; at \$ per hr plus \$ in fuel & supplies for a total \$

Total Labor: Total Fuel & Supplies:

City of Leadville

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MUST BE SIGNED BY THE DEPARTMENT

DEPARTMENT INPUT (to be attached to the permit file copy):

City of Leadville (Planning Official): CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

City Street Dept: CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

Any Volunteers Available.

SIGNATURE [Signature] DATE 8/31/23

Police Department: CONDITIONS / RESTRICTIONS/COMMENTS/APPROVAL

Any volunteers available to assist

SIGNATURE [Signature] DATE 8/31/23

Fire Department: CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Health Dept (food): CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

City of Leadville: (Council) CONDITIONS / RESTRICTIONS/COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

To be filled out by the respective departments, if applicable: total costs to the City in labor hours and/or dollars.

Police Dept.: \_\_\_\_\_ labor hrs; at \$ \_\_\_\_\_ per hr plus \$ \_\_\_\_\_ in fuel & supplies for a total \$ \_\_\_\_\_

Street Dept.: \_\_\_\_\_ labor hrs; at \$ \_\_\_\_\_ per hr plus \$ \_\_\_\_\_ in fuel & supplies for a total \$ \_\_\_\_\_

Fire Dept.: \_\_\_\_\_ labor hrs; at \$ \_\_\_\_\_ per hr plus \$ \_\_\_\_\_ in fuel & supplies for a total \$ \_\_\_\_\_

Total Labor: \_\_\_\_\_ Total Fuel & Supplies: \_\_\_\_\_

<aschneider@co.lake.co.us>, Marla Bond <mbond@co.lake.co.us>, Kelsy Maxie <kmaxie@co.lake.co.us>, Karen Lewis <klewis@co.lake.co.us>, Felicia Federico <ffederico@co.lake.co.us>, Claire Skeen <cskeen@co.lake.co.us>, Chapin LaChance <planningdirector@leadville-co.gov>, Alan Clubb <alan.clubb@state.co.us>, "Strader - CDOT, Floyd" <floyd.strader@state.co.us>, Laurie Simonson <cityadmin@leadville-co.gov>, Greg Labbe <lvmayor@leadville-co.gov>

Yes, I approve.

Moved office and cant get hooked to printer and leaving out of town for class in Greely tomorrow.

Boyle

LLCFR will be participating also in this event.

On Fri, Aug 11, 2023 at 11:37 AM Lori Tye <adminassistant@leadville-co.gov> wrote:

[Quoted text hidden]

---

**Claire Skeen** <cskeen@co.lake.co.us>

Thu, Aug 24, 2023 at 8:05 AM

To: "adminassistant@leadville-co.gov" <adminassistant@leadville-co.gov>

Hi Lori,

I have no concerns with this.

Thanks,

Claire

---

**From:** Lori Tye <adminassistant@leadville-co.gov>

**Sent:** Friday, August 11, 2023 11:37 AM

**To:** Dan Dailey <ddailey@leadvillefire.org>; David McCann <dmccann@leadvillefire.org>; Steve Boyle <firemarshal@leadvillefire.org>; Leadville Street <streetdept@leadville-co.gov>; Kenneth Chavez <kchavez@leadville-co.gov>; Perla Flores <pflores@leadville-co.gov>; Anne Schneider <aschneider@co.lake.co.us>; Marla Bond <mbond@co.lake.co.us>; Kelsy Maxie <kmaxie@co.lake.co.us>; Karen Lewis <klewis@co.lake.co.us>; Felicia Federico <ffederico@co.lake.co.us>; Claire Skeen <cskeen@co.lake.co.us>; planningdirector <planningdirector@leadville-co.gov>; Alan Clubb <alan.clubb@state.co.us>; Strader - CDOT, Floyd <floyd.strader@state.co.us>

**Cc:** cityadmin@leadville-co.gov; lvmayor@leadville-co.gov

**Subject:** 2023 Trick or Treat on Main Street TUP

Hello All,

I have attached the TUP application for Lake County Recreation & Leadville Mainstreet to host Trick or Treat on Mainstreet, Sunday October 29th, 2023 from 1:00 pm to 3:00 pm. The request is for a closure of Harrison from 4th to 8th St from 12:00 pm to 4:00 pm.

Per Laurie's instructions, **please sign & return the attached TUP Approval page** in the appropriate place for your department (page 6). You may email any comments or requirements like you did before, or you may put them on the form when you sign. **EVEN IF** you have no comments or concerns, please sign and return the attached TUP Approval page.

Please let me know if you have any questions or concerns for this upcoming event, and have all comments/concerns and **signatures** back to me by **NOON Friday, 8/25/2023**.

--

City of Leadville

800 Harrison Avenue
Leadville, Colorado 80461
719-486-2092, Fax 719 486-1040

Email: adminservices@leadville-co.gov www.cityofleadville.com

DEPARTMENT INPUT (to be attached to the permit file copy):

City of Leadville (Planning Official): CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

City Street Dept: CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Police Department: CONDITIONS / RESTRICTIONS/COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Fire Department: CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Health Dept (food): CONDITIONS / RESTRICTIONS/ COMMENTS/APPROVAL

Approved if all pre-packaged shelf-stable commercial foods

SIGNATURE [Signature] DATE 8/11/23

City of Leadville: (Council) CONDITIONS / RESTRICTIONS/COMMENTS/APPROVAL

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

To be filled out by the respective departments, if applicable: total costs to the City in labor hours and/or dollars.

Police Dept.: \_\_\_\_\_ labor hrs; at \$ \_\_\_\_\_ per hr plus \$ \_\_\_\_\_ in fuel & supplies for a total \$ \_\_\_\_\_

Street Dept.: \_\_\_\_\_ labor hrs; at \$ \_\_\_\_\_ per hr plus \$ \_\_\_\_\_ in fuel & supplies for a total \$ \_\_\_\_\_

Fire Dept.: \_\_\_\_\_ labor hrs; at \$ \_\_\_\_\_ per hr plus \$ \_\_\_\_\_ in fuel & supplies for a total \$ \_\_\_\_\_

Total Labor: \_\_\_\_\_ Total Fuel & Supplies: \_\_\_\_\_

# September 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29 6pm - Joint City Council	30	31	1	2
3	4 Labor Day - City Hall	5 11am - BOCC @ 505 6pm - Regular CC Mtg	6	7 4:15pm - LCHS 6pm - LURA Board	8 7pm - Flaming Foliage Relay	9
10	11	12 4pm - HPC Meeting @ 6pm - Short Term Rental	13 5pm - Sanitation @ 6pm - P&Z Meeting @	14 1pm - Leadville Municipal 5:15pm - Parkville Water	15	16 3pm - St Patrick's Day
17	18	19 8:30am - Tourism Panel 11am - BOCC @ 500 6pm - Regular CC Mtg @	20	21	22	23
24	25	26 4pm - HPC - Regular Mtg 6pm - City Council Work	27 6pm - P&Z Meeting @	28	29	30

# October 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 11am - BOCC @ 505 6pm - Regular CC Mtg	4	5 6pm - LURA Board	6	7
8	9	10 4pm - HPC Meeting @	11 5pm - Sanitation @ 6pm - P&Z Meeting @	12 5:15pm - Parkville Water	13	14
15	16 8:30am - Tourism Panel 11am - BOCC @ 500 6pm - Regular CC Mtg @	17	18 1pm - Leadville Municipal	19	20	21
22	23	24 4pm - HPC - Regular Mtg	25 6pm - P&Z Meeting @	26	27	28
29 1pm - Trick or Treat on	30	31	1	2 6pm - LURA Board	3	4

# November 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29 1pm - Trick or Treat on	30	31	1	2 6pm - LURA Board	3	4
5	6	7 11am - BOCC @ 505 6pm - Regular CC Mtg	8 5pm - Sanitation @ 6pm - P&Z Meeting @	9 5:15pm - Parkville Water	10 Veterans Day (substitute)	11
12	13	14 4pm - HPC Meeting @	15 1pm - Leadville Municipal	16	17	18
19	20	21 8:30am - Tourism Panel 11am - BOCC @ 500 6pm - Regular CC Mtg @	22 6pm - P&Z Meeting @	23 Thanksgiving Day - City	24 Native American Heritage	25
26	27	28 4pm - HPC - Regular Mtg	29	30	1	2