

# **AGENDA**

## **CITY COUNCIL WORK SESSION**

**May 2, 2022**

**4:00 PM, City Council Chambers  
427 Rio Grande Place, Aspen**



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### **WEBEX MEETING INSTRUCTIONS**

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### **I. WORK SESSION**

I.A. Moratorium Project Update - Short-Term Rental Regulatory Framework

I.B. Board and Commission Interviews - Start at 5pm



## MEMORANDUM

**TO:** Mayor Torre and Aspen City Council

**FROM:** Phillip Supino, Community Development Director  
Haley Hart, Long-Range Planner

**MEMO DATE:** April 28, 2022

**MEETING DATE:** May 2, 2022

**RE:** Short-Term Rental Regulatory Framework Final Review

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**REQUEST OF COUNCIL:** Staff requests Council review staff's proposal for the regulation of short-term rentals (STRs) and provide final direction on specific policy and regulatory options prior to the development of an ordinance and supporting documents for Planning and Zoning Commission and City Council's review in the coming weeks.

### SUMMARY AND BACKGROUND:

In response to the moratorium, staff continues to develop code amendments to further regulate STRs in the community. At the last work session on the topic on April 11, 2022, Council provided direction to staff on a handful of specific policy choices, including: caps on STRs in residential zones, exempting commercial and lodge zones from caps, a lottery or grandfathering system for the allocation of permits, how to manage STRs in the RMF zone, and a tax on STRs. Having received that direction, staff has continued the development of regulations.

To support the development of new regulations, staff has meet bi-weekly with a Technical Advisory Committee (TAC) to shape staff's thinking and develop specific responses to elements of the STR regulations. Staff would like to extend our sincere gratitude to the TAC members who have been essential to this process to date.

Donnie Lee, Gant Aspen	Wendalin Whitman, Whitman Properties
Tricia McIntyre, Aspen Luxury Vacation Rentals	Joshua Landis
Joy Stryker, Resident	Ben Wolff, Frias Properties
Valerie Forbes, Sotheby's Realty	Alain Sunier, Resident
John Corcoran, Aspen Alps	Tracy Sutton, Aspen Signature Properties
Michael Miracle, Aspen Skiing Company	Ginna Gordon, APD

Staff has conducted work sessions with Council in November 2021, and January, February, March, and April 2022, to inform Council and seek policy direction. Staff has researched best practices in comparable communities around the Country. Likewise, the public engagement process has leveraged the broader community to inform the development of regulations. Community engagement has included online surveys, an open house, focus group meetings, one-on-one interviews, and public meetings. Staff

work is relied heavily on input gleaned from the engagement process to develop our work product. Staff is preparing a community engagement summary that will be presented to Council in the work session on 5/9.

The discussion at the May 2<sup>nd</sup> work session is essential to arrive at majority Council consensus on these specific questions so that the final ordinance can be drafted. An important piece of unfinished work is the fee nexus study. EPS is presently working to finalize that study, which will include recommendations on fee amounts for each permit type. The study will also include preliminary analysis on the appropriate type and rate of the STR tax that Council directed staff to begin exploring in the April 11<sup>th</sup> work session. The nexus study and recommendations will be included in the packet for Council's first reading of the STR ordinance scheduled for May 24<sup>th</sup>.

### **REGULATORY OVERVIEW:**

Staff has reached the point where the regulatory framework is established. The following is an overview of staff's recommendations for that framework, followed by some specific policy choices on which staff seeks direction before the final ordinance is drafted. The overview is organized by permit type to allow Council to compare the requirement for each in the context of Council's larger policy goals for the new regulations.

#### *Short-term Rental Permit*

<b>Short-Term Rental Permit</b>	
No residency requirement	vacant residential properties
Capped in residential zones	limit extent and impacts
No cap in commercial/lodge zones	allow lodging where appropriate
No annual rental night limit	act as lodging, support bed base
Life-safety compliance	guest safety
Operational standards	support community, reduce impacts
Permit fee (TBD)	higher than OO-STR; mitigate impacts & costs

The Short-term Rental permit covers the 'typical' STR in the community – a non-owner-occupied "second home" residential property that is used as a short-term rental when the owners are not present. These residential properties do not serve as full-time or long-term housing for the local community. Given the value and use history of many of these types of properties, they will likely not serve as housing in the future. Their primary benefit to the community is to expand and diversify the lodging bed base. The proposed regulations for this type of STR would treat them as such.

Depending on location, this class of STR can be the most impactful in terms of community infrastructure and neighborhood character, as they are frequently disbursed throughout the community. To mitigate these impacts and manage the use throughout town, the number of permits would be capped in residential zones. The permit system, enforcement regime, and operational standards would increase accountability for owners and managers to ensure their property and guests support neighborhood character and reduce and mitigate community impacts. Preliminary estimates from the fee study

consultants are that the permit fee would be sufficiently large enough to cover program costs and support expanded infrastructure to better serve STRs and the community.

STR permitted properties would be subject to expanded life-safety requirements, inspections at the time of permit and as needed thereafter, and enforcement for compliance with life-safety, occupancy, nuisance, and good neighbor regulations. Staff will include a “three-strikes” rule, where three enforcement actions against a permitted STR would result in permit revocation. STRs would also be required to participate in the City/ACRA in-unit messaging program, Exhibit D, providing information to visitors about how to visit in a way the supports community values and policies.

#### *Owner-Occupied Short-term Rental Permit*

<b>Owner-Occupied Short-Term Rental Permit</b>	
Primary residency requirement	support residents who want to short-term
No cap in residential zones	use exists throughout community
No cap in commercial/lodge zones	use exists throughout community
90-day/year rental night limit	primary use is residential, STR secondary
Life-safety compliance	guest safety
Operational standards	support community, reduce impacts
Permit fee (TBD)	lower than STR; lower impacts than STR

The Owner-Occupied Short-term Rental (OO-STR) is designed to balance community housing and neighborhood character goals with the desire or need of some primary residents to short-term their homes. Community engagement has demonstrated that primary residents who short-term do so occasionally, for perhaps 30 days each in the winter and summer seasons. As such staff recommends an annual rental night limit of 90 days per permit year. Owner-occupants who wish to short-term their properties in excess of the annual rental nights limit (90 days) can do so by applying for a STR permit, described above.

OO-STRs would be subject to the same life-safety, occupancy, operational, and enforcement standards as Short-term Rental permits. In addition to those regulations, OO-STR permit holders would be required to verify their use of the residence at the permitted location as their primary residence each year at permit renewal. Preliminary analysis by the fee study consultants indicates the OO-STR permit fee would be lower than the STR permit fee in acknowledgement of their primary use as a residence and their lower community impacts.

#### *Lodging Exempt Short-term Rental Permit*

<b>Lodging Exempt Short-Term Rental Permit</b>	
Meets definition of Lodge	support existing/traditional lodging
No residency requirement	owner/operator maintain historical use pattern
No zoning caps	supporting existing/traditional lodging
No rental night limit	owner/operator maintain historical use pattern
Existing lodge life-safety standards	properties already comply with comm. standards
Lodge Operational standards	support community, reduce impacts
Batch tax and license filings	ease administrative burden

Permit fee (TBD)	aligned with admin. costs and community impacts
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Lodge Exempt Short-term Rentals (LE-STRs) are tailored to specific properties which meet the definition of “Lodge” in the Land Use Code. Lodges are required to have centralized, 24-hour on-site management, a variety of amenities for guests, and be purpose built for making transient lodging available to the general public for a fee. This permit would not apply to residential multi-family properties that do not meet that definition.

Lodging properties already comply with stricter commercial-style life-safety, occupancy, and operational standards. So, the new STR-specific regulations and processes would not apply to these properties. One permit would cover each applicable lodge property, regardless of the number of units on site. LE-STR properties would be permitted to batch-file tax remittances. There would be no cap on the number of LE-STR permits, as the number of eligible properties in the community serves as the natural cap.

### **STAFF DISCUSSION:**

In addition to the summary by permit type presented above, staff seeks direction from Council on five specific regulatory choices. These choices are outlined below. Included are several exhibits to support Council’s considerations of the questions posed in this memo.

#### **Question #1**

*Where should the cap be set for STR permits in residential zones?*

Council stated in the previous work session that caps should be instituted for STR permits (non-owner-occupied) in residential zones. There are some zones, e.g. Park, Public, Wildlife Preservation, Academic, where STR is not a permitted use. This is to ensure those zones function as intended and with the uses currently permitted therein. In other residential zones, Council favors STRs as some proportion of residential units within the zone.

Based on best practice and comparable communities research, staff has determined that as effective means of determining permit caps is setting them in context with the number of residential units in each zone. With the assistance of the wizards in the City GIS department, staff analyzed different scenarios – 25%, 50%, 75%, and existing number of permits. The maps in Exhibit A, for each zone district, show the number of residential units, the existing number and location of permits and the number of STRs for 25%, 50%, and 75% of the total existing permits in each zone. The distribution on the maps is approximate and for illustrative purposes only. The tables below summarize the number of permits by zone for each percentage scenario shown in the maps in Exhibit A.

<b>R-3 Zone</b>	
Total Residential Units	103 residential units
Existing STRs	1 (1% of res. units)
75% of existing STRs	NA (NA of res. units)

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50% of existing STRs	NA (NA of res. units)
25% of existing STRs	NA (NA of res. units)
<i>Staff Recommendation</i>	<i>75%/1 STRs</i>

### **R-6 Zone**

Total Residential Units	650 residential units
Existing STRs	109 (17% of res. units)
75% of existing STRs	81 (12.5% of res. units)
50% of existing STRs	55 (8.4% of res. units)
25% of existing STRs	27 (4.1% of res. units)
<i>Staff Recommendation</i>	<i>75%/81 STRs</i>

### **R-15 Zone**

Total Residential Units	717 residential units
Existing STRs	62 (9% of res. units)
75% of existing STRs	47 (7% of res. units)
50% of existing STRs	31 (4% of res. units)
25% of existing STRs	16 (2% of res. units)
<i>Staff Recommendation</i>	<i>75%/47 STRs</i>

### **R-15A Zone**

Total Residential Units	99 residential units
Existing STRs	10 (10% of res. units)
75% of existing STRs	8 (8% of res. units)
50% of existing STRs	5 (5% of res. units)
25% of existing STRs	3 (3% of res. units)
<i>Staff Recommendation</i>	<i>75%/8 STRs</i>

### **R-15B Zone**

Total Residential Units	116 residential units
Existing STRs	16 (14% of res. units)
75% of existing STRs	12 (10% of res. units)
50% of existing STRs	8 (7% of res. units)
25% of existing STRs	4 (3% of res. units)
<i>Staff Recommendation</i>	<i>75%/12 STRs</i>

### **R-30 Zone**

Total Residential Units	162 residential units
Existing STRs	0 (0% of res. units)
75% of existing STRs	0 (0% of res. units)
50% of existing STRs	0 (0% of res. units)
25% of existing STRs	0 (0% of res. units)

<i>Staff Recommendation</i>	1 to 2 STRs <i>*Since this is a permitted use, staff recommends permits be available for this zone</i>
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<b>RR Zone</b>	
Total Residential Units	20 residential units
Existing STRs	2 (10% of res. units)
75% of existing STRs	0 (0% of res. units)
50% of existing STRs	1 (5% of res. units)
25% of existing STRs	0 (0% of res. units)
<i>Staff Recommendation</i>	<i>75%/2 STRs</i>

<b>R/MF Zone</b>	
Total Residential Units	1,413 residential units
Existing STRs	254 (18% of res. units)
75% of existing STRs	190 (13% of res. units)
50% of existing STRs	127 (9% of res. units)
25% of existing STRs	63 (4% of res. units)
<i>Staff Recommendation</i>	<i>75%/190 STRs</i>

<b>R/MFA Zone</b>	
Total Residential Units	747 residential units
Existing STRs	15 (2% of res. units)
75% of existing STRs	12 (1% of res. units)
50% of existing STRs	8 (<1% of res. units)
25% of existing STRs	4 (<1% of res. units)
<i>Staff Recommendation</i>	<i>75%/12 STRs</i>

<b>AH Zone</b>	
Total Residential Units	562 residential units
Existing STRs	12 (2% of res. units)
75% of existing STRs	9 (1% of res. units)
50% of existing STRs	6 (<1% of res. units)
25% of existing STRs	3 (<1% of res. units)
<i>Staff Recommendation</i>	<i>75%/9 STRs</i>

<b>MU Zone</b>	
Total Residential Units	351 residential units
Existing STRs	52 (15% of res. units)
75% of existing STRs	39 (11% of res. units)
50% of existing STRs	26 (7% of res. units)
25% of existing STRs	13 (4% of res. units)
<i>Staff Recommendation</i>	<i>75%/39 STRs</i>

Based on this analysis and in consideration of public engagement comments from residents and TAC members, staff recommends Council set the cap at 75% of existing permits. The cap number for each zone district set by Council will be included in Ordinance #09 along with regulations about where STR permits are exempted from caps (e.g., the commercial core).

Again, in accordance with best practices and for ease of administration, staff recommends Council set the same cap as a percentage of existing permits for all residential zones. To put it another way, staff recommends Council permit 75% of the existing number of STR permits for all residential zone districts.

#### **Policy Outcomes:**

- ❖ Protect neighborhood character by limiting the total number of STRs in a zone.
- ❖ Support the lodging bed base by continuing to permit STRs in residential zones.
- ❖ Reduce the impact of STRs in neighborhoods and the community.

#### **Alternatives:**

- ❖ Council may choose a different cap number. Those may be one of the amounts shown in the analysis - 25%, 50%, or existing permits – or another amount preferred by Council.

#### **Staff Recommendation:**

Cap STRs at 75% of existing permits in all applicable residential zones. Exempt the Commercial Core, Commercial, Lodge, Lodge Overlay, Lodge Preservation Overlay and Commercial Lodge zones from STR caps. Exempt OO-STR permits in applicable zones from caps. Exempt LE-STR permits from caps.

#### **Question #2**

*With a cap on the number of STR permits in place, how should permits be allocated? By lottery and attrition over time? Or by grandfathering and attrition over time?*

If a cap on the number of STR permits is established, then there must be a system for assigning those permits for the upcoming permit year and for assigning permits as they are available over time. (Owner-occupied and Lodging Exempt permits would not be subject to the cap.) A lottery system would require all existing non-owner-occupied permits to be revoked and for all eligible and interest properties to register for a lottery. Staff would have to design and implement a lottery prior to the September 30, 2022, expiration date for the moratorium. Once the lottery is conducted, the cap number is reached. Those entrants who do not win a permit would be placed on a wait list based on their lottery result. From there, non-transferability and enforcement regulations would be instituted. As permits are abandoned through property sales or enforcement violations, those who did not win a permit on the lottery and remain on the waitlist will be awarded a permit as they become available.

Alternatively, communities' grandfather-in existing permits, freezing the current number in place and adopt a cap for the number of STRs in a zone district. The cap becomes the

future target for the number of STRs in the community. Properties seeking a permit once the cap is established are placed on a waitlist. The process of attrition is used to reach the cap over time.

Attrition occurs in three primary ways. When a property sells, non-transferability regulations eliminate that permit from the total, reducing the number over time. Sometimes permits are abandoned by permittees, removing them from the total. Finally, program administrators track regulatory violations by individual STRs. After a property has exceeded the number of allowable infractions, the permit may be revoked. These three methods, over time, reduce the number of permits until the cap is reached. Once the cap is reached, as permits below the cap become available, the waitlist is used to allocate those permits to new permittees.

The TAC group discussed in its last meeting the idea of instant attrition – that when new regulations are enacted, several current STRs will fall out of the market. Some permit holders may not want to pay the permit fees. Some may not want to deal with the permit process. Others may not want to bring their units up to code. The result will likely be several dozen (it's impossible to quantify) properties not seeking permits in the new system. This concept is important in the context of the policy goals related to caps and attrition.

Staff has heard members of Council express a desire to arrive at the lower capped numbers quickly through a lottery. While a lottery would be the most direct means to arrive at the reduced number, staff and members of the TAC believe that there other factors that could support the grandfather and attrition model arriving at the capped limits in years rather than decades.

Further, members of the TAC rightly observed that the primary objective of these regulations is the reduce and mitigate community impacts from STRs. While reducing the number of STRs in the community is one means to reduce and mitigate impacts, the sum of all the regulations in staff's proposal will be very effective in doing so, regardless of the final number. With that comment in mind, staff's recommendation to go with a higher cap number and grandfather existing permits, coupled with the whole suite of other regulations, will be highly effective at reducing and mitigating community impacts on a relatively short timeline.

#### **Policy Outcomes:**

- ❖ Support the zone district cap regulations by reducing the number of permits over time.
- ❖ Ensure a balance of land uses in zone districts.
- ❖ Permit a fixed number of STRs to support the lodging bed base and tourist economy.
- ❖ Provide owner-occupants opportunities to short-term their homes outside of the cap system.
- ❖ Support established lodging properties through cap-exempt permits.

**Alternatives:**

The lottery or grandfathering approaches are the two approaches used by communities with permit caps. Staff has not researched other possible approaches sufficiently to suggest alternatives.

**Staff Recommendation:**

Grandfather existing Short-term Rental permits in all zones, freezing the current market in place. Use non-transferability, abandonment, and enforcement to reach the capped amount through attrition over time.

**Question #3**

*Should annual rental night limits be placed on Owner-Occupied Short-Term Rental Permits or Short-Term Rental Permits?*

In the work session on April 11<sup>th</sup>, staff recommended to Council that OO-STR permits have a 90-day limit on the number of nights per year that can be rented short-term. This recommendation aligns with comparable communities. This policy acknowledges the primary use of these homes as resident-occupied properties and afford resident locals the opportunity to realize financial benefits from occasionally short-terming their property. Without a cap the six-month occupancy requirement to be eligible for an Owner-Occupied STR permit would be the only governor on the frequency of which a property could be short termed annually.

A complimentary policy approach is to not place annual duration limits on non-owner occupied STRs. This approach acknowledges that vacant residential properties do not function as housing units for our community. They serve more as lodging units, supplementing the visitor bed base when occupied by visitors or the property owner. Given the important role a limited number of STRs play in diversifying the lodging inventory, allowing these units to function as lodges and remit taxes and fees commensurate with that use is appropriate. Owner-occupants who wish to short-term their properties in excess of the 90-day limit could apply for a STR permit.

**Policy Outcomes:**

- ❖ Ensure housing units function primarily as housing units and secondarily as STRs.
- ❖ Support resident locals in realizing economic benefits of occasional short-term rental.
- ❖ Permit non-resident occupied residential properties to support the lodging bed base by functioning primarily as STRs.

**Alternatives:**

- ❖ Council could not place annual duration limits on any STR type.
- ❖ Annual duration limits could be placed on Short-term Rental permits, with no annual limits on Owner-Occupied Short-Term Rental permits.

**Staff Recommendation:**

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Limit annual rental nights for Owner-Occupied STRs to 90-days per year. Do not limit annual rental nights for STR permits.

#### **Question #4**

*What is the appropriate maximum occupancy for Owner-Occupied STRs and Non-Owner-Occupied STRs? (Lodging Exempt unit occupancy will be set by the lodge properties.)*

Residential properties do not typically have occupancy limits beyond a community's definition of a household. Individual STR operators may set occupancy limits on their properties based on the owner's preferences, but there is not currently a universal occupancy limit. The majority of communities included in staff analysis set occupancy limits. The most common limits are: two people per bedroom plus two, two people per bedroom plus one, or two people per bedroom.

Communities limit occupancy to ensure that STRs operate safely, do not create nuisances for neighboring properties, and support lodging sector policy objectives. Establishing the right occupancy limit, should Council desire to do so, requires balancing safety, neighborhood character, and lodging policies. Some HOAs limit occupancy in their regulations. While that may be effective for some properties, it may not adequately address community-wide policy goals. Another metric for assessing appropriate occupancy limits is how restrictive the caps in residential zones are. Fewer STR permits in the community will result in fewer STR pillows.

#### **Policy Outcomes:**

- ❖ Protect more traditional lodging and maintain a diverse bed base.
- ❖ Focus tourist accommodations and impacts in appropriate areas.
- ❖ Ensure STRs operate safely and in accordance with all applicable regulations.

#### **Alternatives:**

- ❖ Limit occupancy to two per bedroom plus two.
- ❖ Limit occupancy to two per bedroom.
- ❖ Do not limit occupancy.

#### **Staff Recommendation:**

Limit occupancy in OO-STR and STR to two per bedroom plus one. Higher occupancy will likely permit more budget-conscious visitors to find better lodging value and supports the visitor bed base. If individual properties or HOAs desire lower occupancy, they can establish lower limits.

#### **Question #5**

*Should a "use it or lose it" policy be instituted for Short-term Rental and Owner-Occupied STRs?*

With a cap on the number of STR permits, it may become important to ensure that those permitted STRs in the community are actually renting their units. One of Council's policy goals is to support the lodging bed base, and another is to reduce and mitigate impacts

from STRs. With those goals in mind, ensuring that STR permits are used as lodging (at least occasionally) becomes an important tool to support STR policies. Such a policy also supports the attrition process to reduce the number of permits in residential zones. If permits are not used, and the cap has not yet been reached, then that permit would be revoked and eliminated, rather than being transferred to the waitlist.

Some comparable communities have “use it or lose it” policies, where unused permits are revoked and made available to applicants on the wait list. These policies introduce a level of fairness in the cap and attrition system, as it ensures that, over time, permits are in the hands of property owners who desire to use them. Standards in other communities include a maximum of one- or two-years’ worth of zero tax filings as the trigger for revocation. The majority of TAC members supported instituting such a policy if residential zone caps are instituted.

**Policy Outcomes:**

- ❖ Support the lodging bed base.
- ❖ Support the attrition model to reduce permits to capped amounts.
- ❖ Incentivize the use of permits.
- ❖ Increase fairness for properties on the permit waitlist.

**Alternatives:**

Council could rely on property sales, abandonment, enforcement, and non-transferability to support attrition goals, and allow permit holders to decide how frequently they wish to rent their properties.

**Staff Recommendation:**

Include a two year “use it or lose it” policy, where two years in a row of zero lodging tax filings for a STR permit would result in permit revocation. This would apply only to STR permits, not OO-STR or LE-STR permits.

**CONCLUSION AND NEXT STEPS:**

Staff will integrate Council feedback into the draft ordinance and program guidelines already in development. ComDev staff will present the full engagement summary for both projects, STR and Residential Building Regulations, at the 5/9 work session. The fee study consultants will complete their work and staff will incorporate information about permit fees, potential tax structures and rates, and enforcement fine schedules into our final work product. In the coming weeks, draft ordinances will be reviewed by the TAC, ComDev and Finance staff, and on 5/17 by Planning and Zoning Commission. Staff anticipates bringing an ordinance to Council for first reading on May 24<sup>th</sup>.

**FINANCIAL IMPACTS:** N/A

**ENVIRONMENTAL IMPACTS:** N/A.

**ALTERNATIVES:** N/A

**RECOMMENDATIONS:** Staff recommends Council provide direction to staff on the information and questions in this memo to support the finalization of an ordinance for Council's consideration at first reading on May 24<sup>th</sup>.

**CITY MANAGER COMMENTS:**

**EXHIBITS:**

Exhibit A – Residential Zone District Maps

Exhibit B – Cap Analysis Summary Spreadsheet

Exhibit C – Updated April CAST STR Data

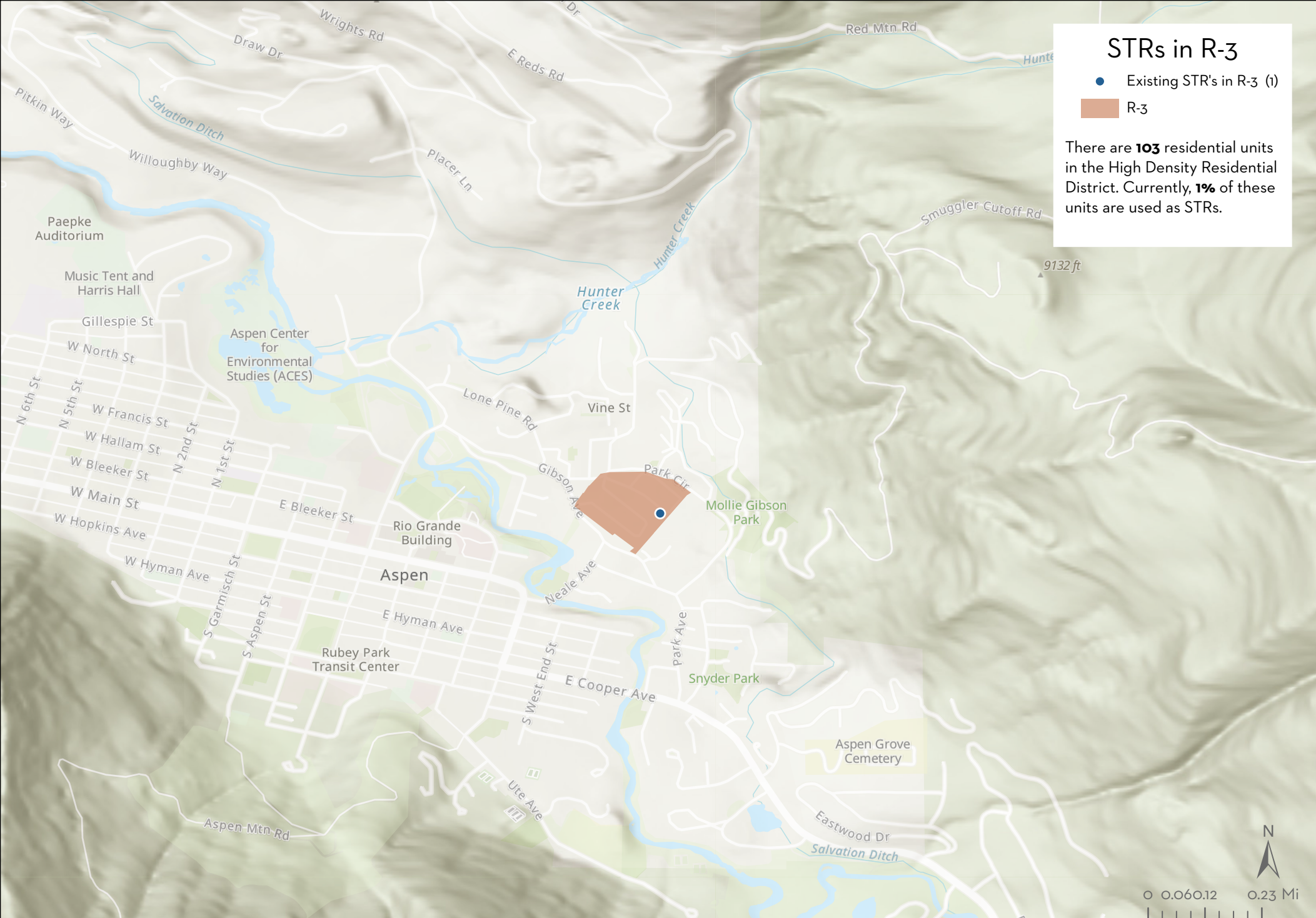
Exhibit D – Draft ACRA and CoA Good Neighbor Guide

## STRs in R-3

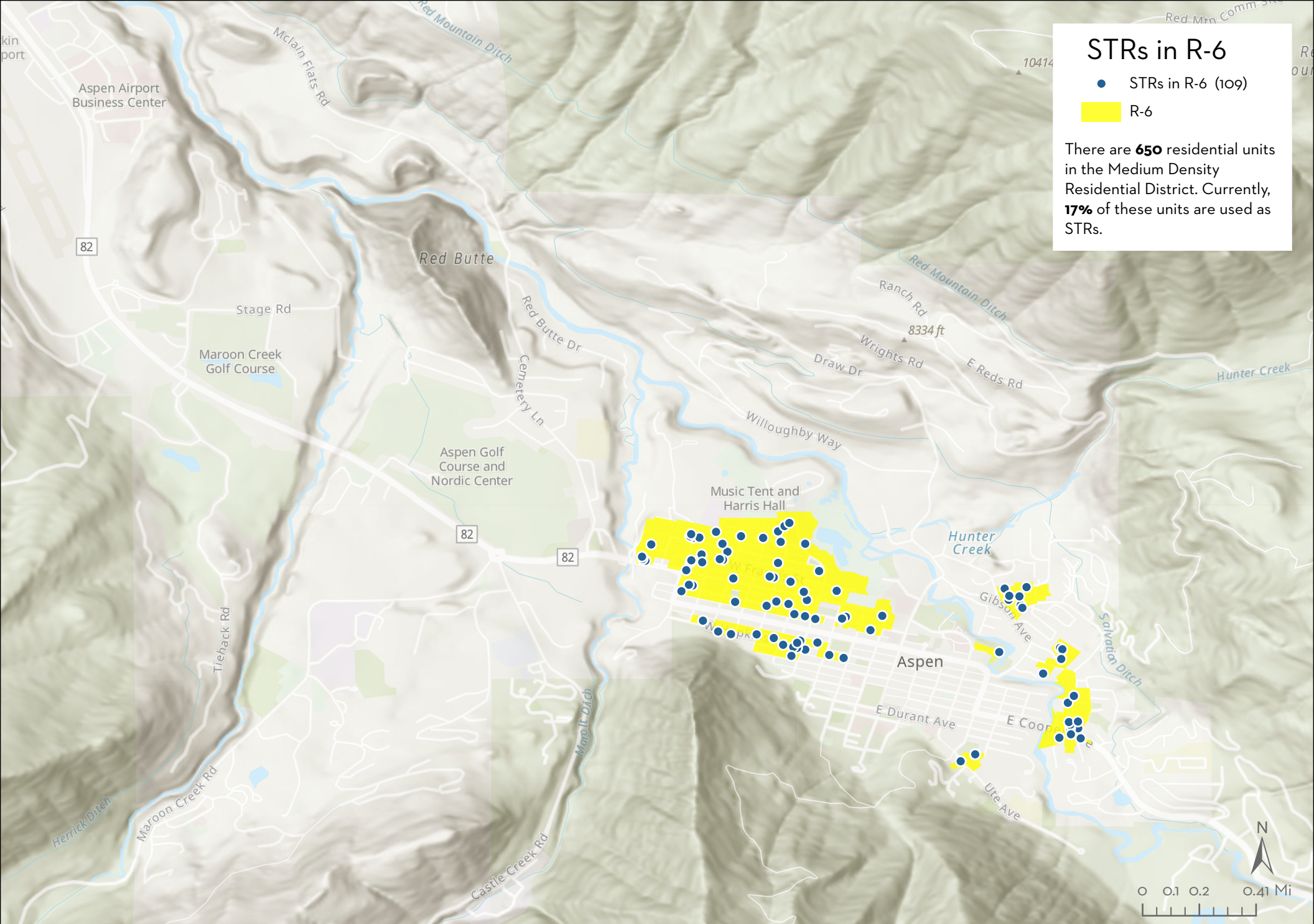
● Existing STR's in R-3 (1)

■ R-3

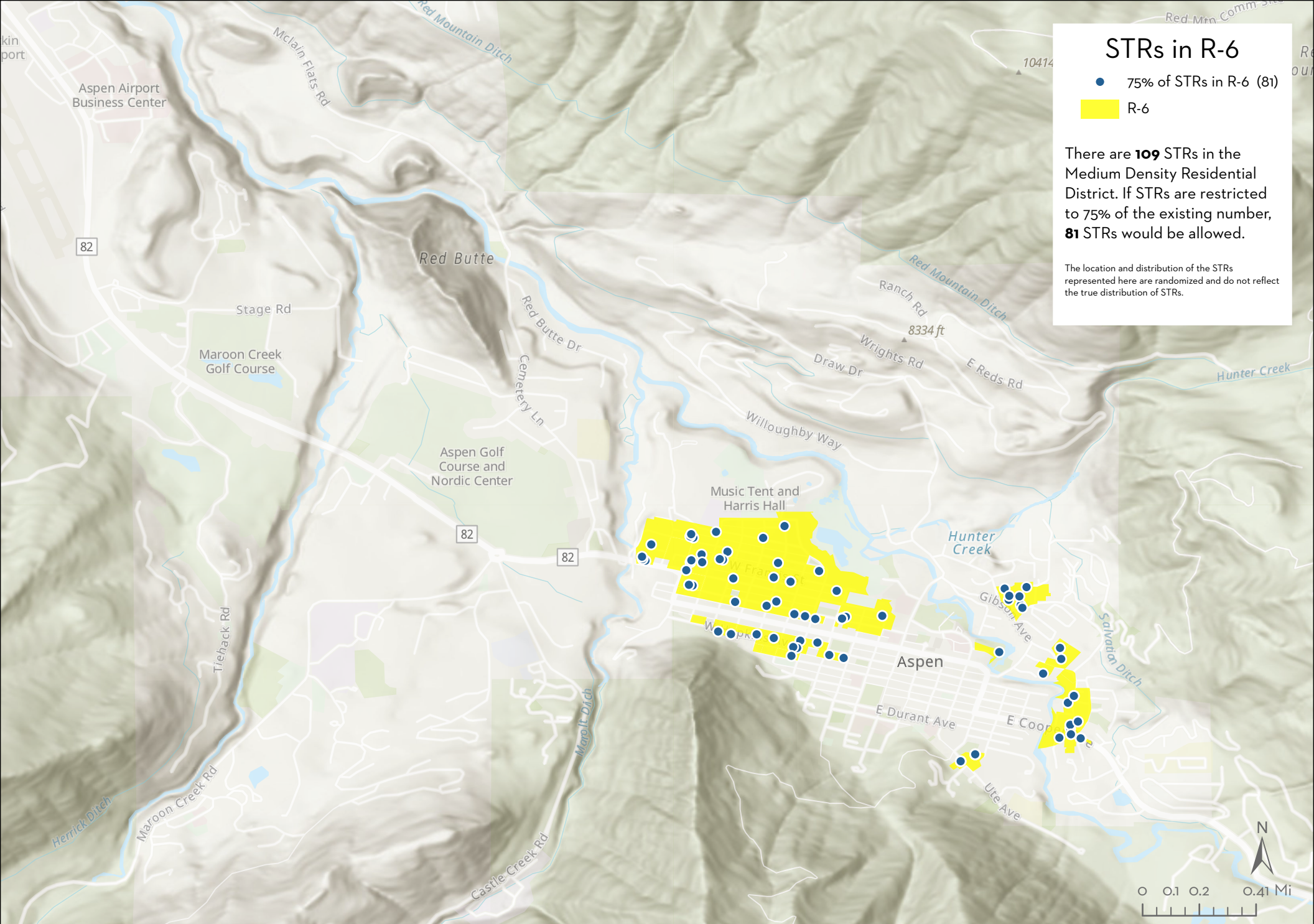
There are **103** residential units in the High Density Residential District. Currently, **1%** of these units are used as STRs.



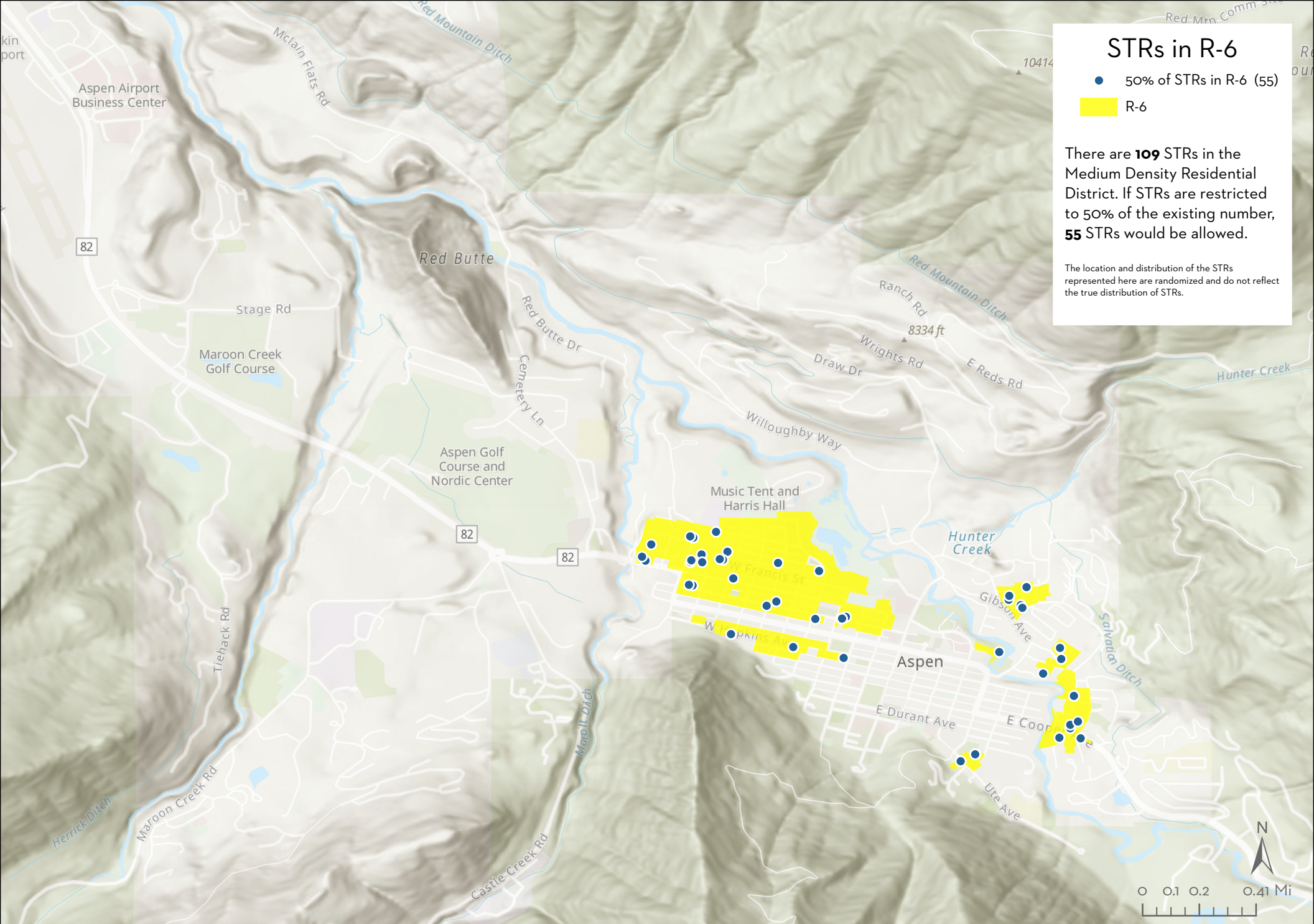
# Existing Short Term Rentals in R-3



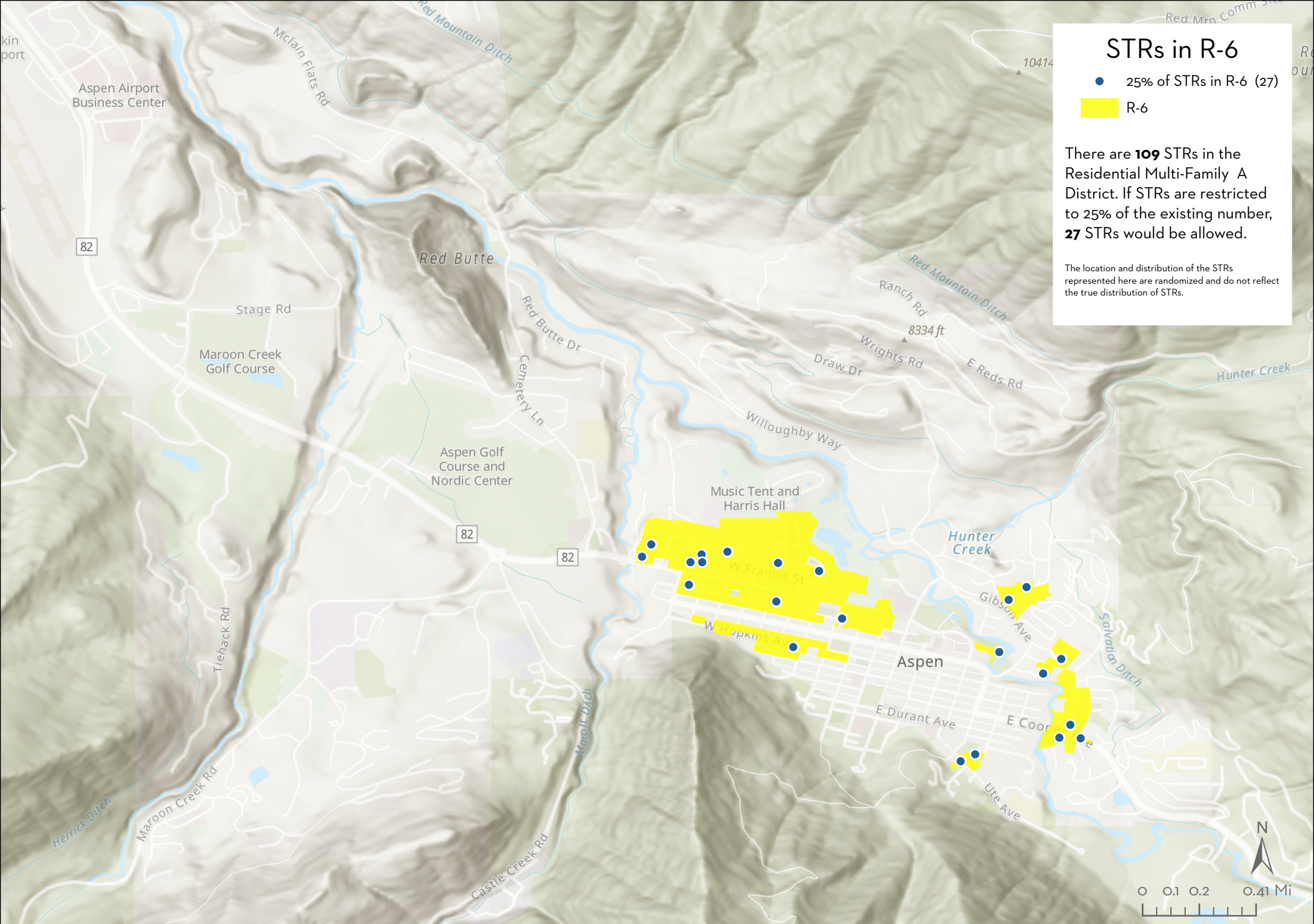
# Existing Short-Term Rentals in R-6



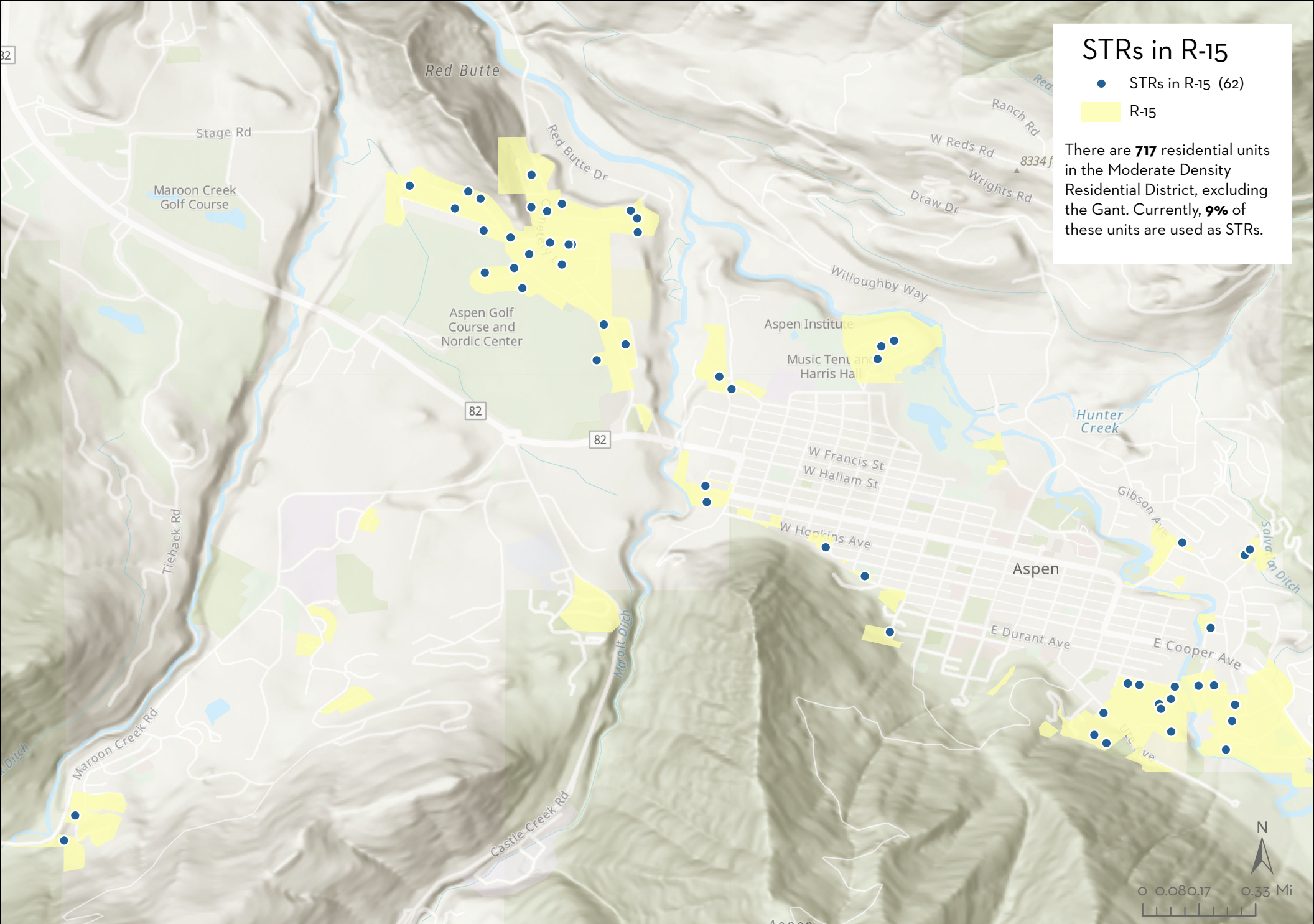
# STRs in R-6 at 75% of Existing Conditions



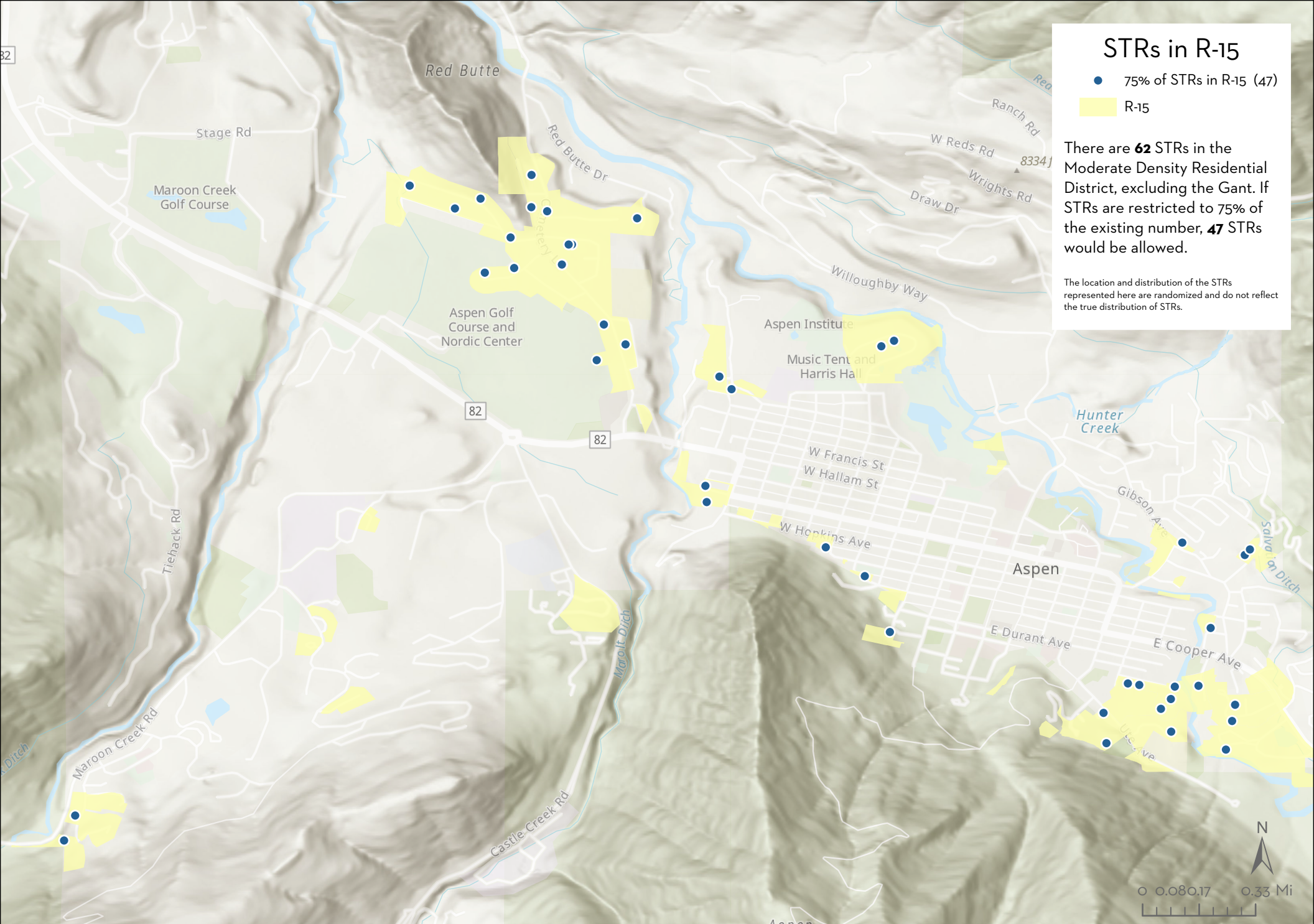
# STRs in R-6 at 50% of Existing Conditions



# STRs in R-6 at 25% of Existing Conditions



# Existing Short-Term Rentals in R-15



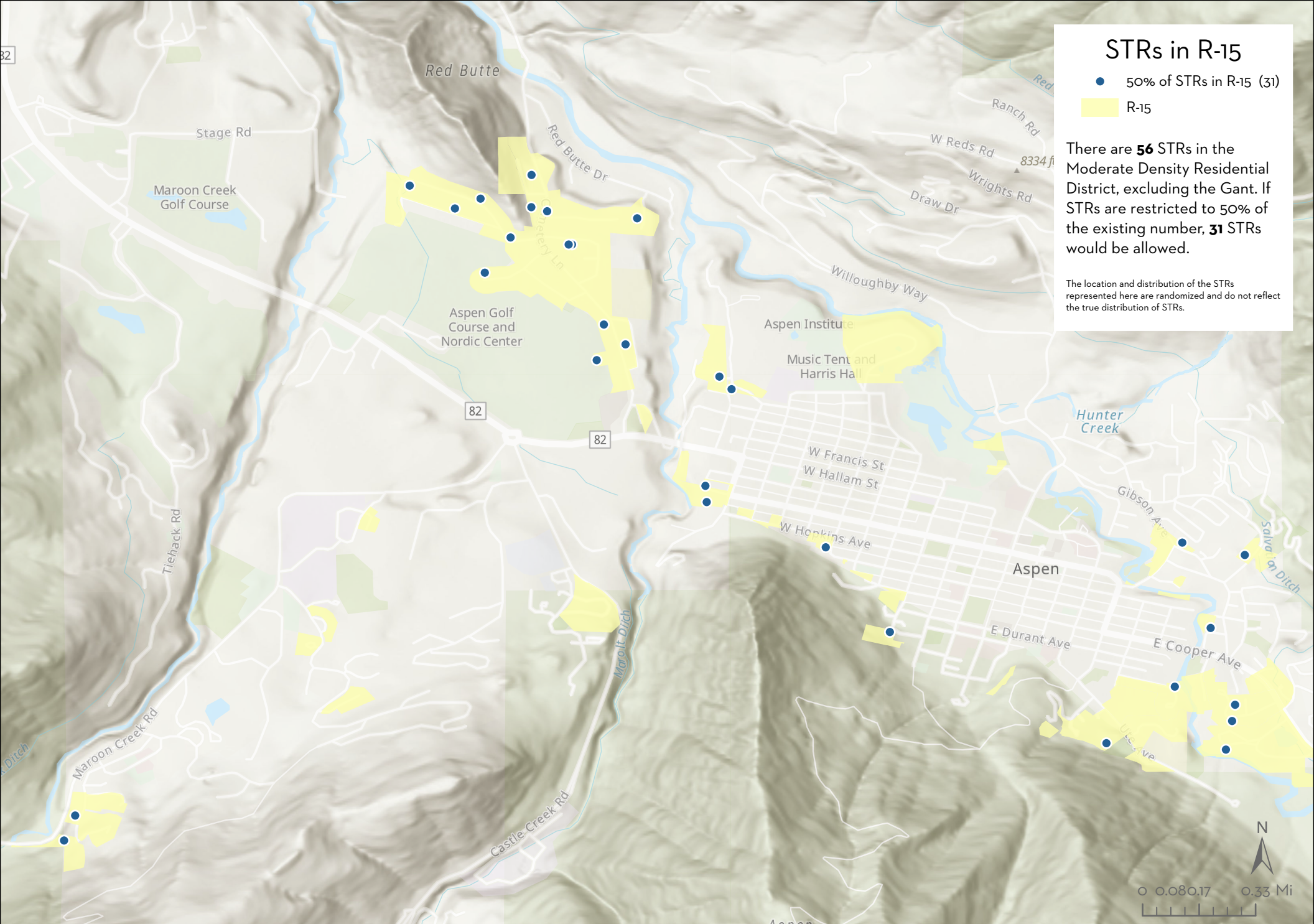
## STRs in R-15

- 75% of STRs in R-15 (47)
- R-15

There are **62** STRs in the Moderate Density Residential District, excluding the Gant. If STRs are restricted to 75% of the existing number, **47** STRs would be allowed.

The location and distribution of the STRs represented here are randomized and do not reflect the true distribution of STRs.

# STRs in R-15 at 75% of Existing Conditions



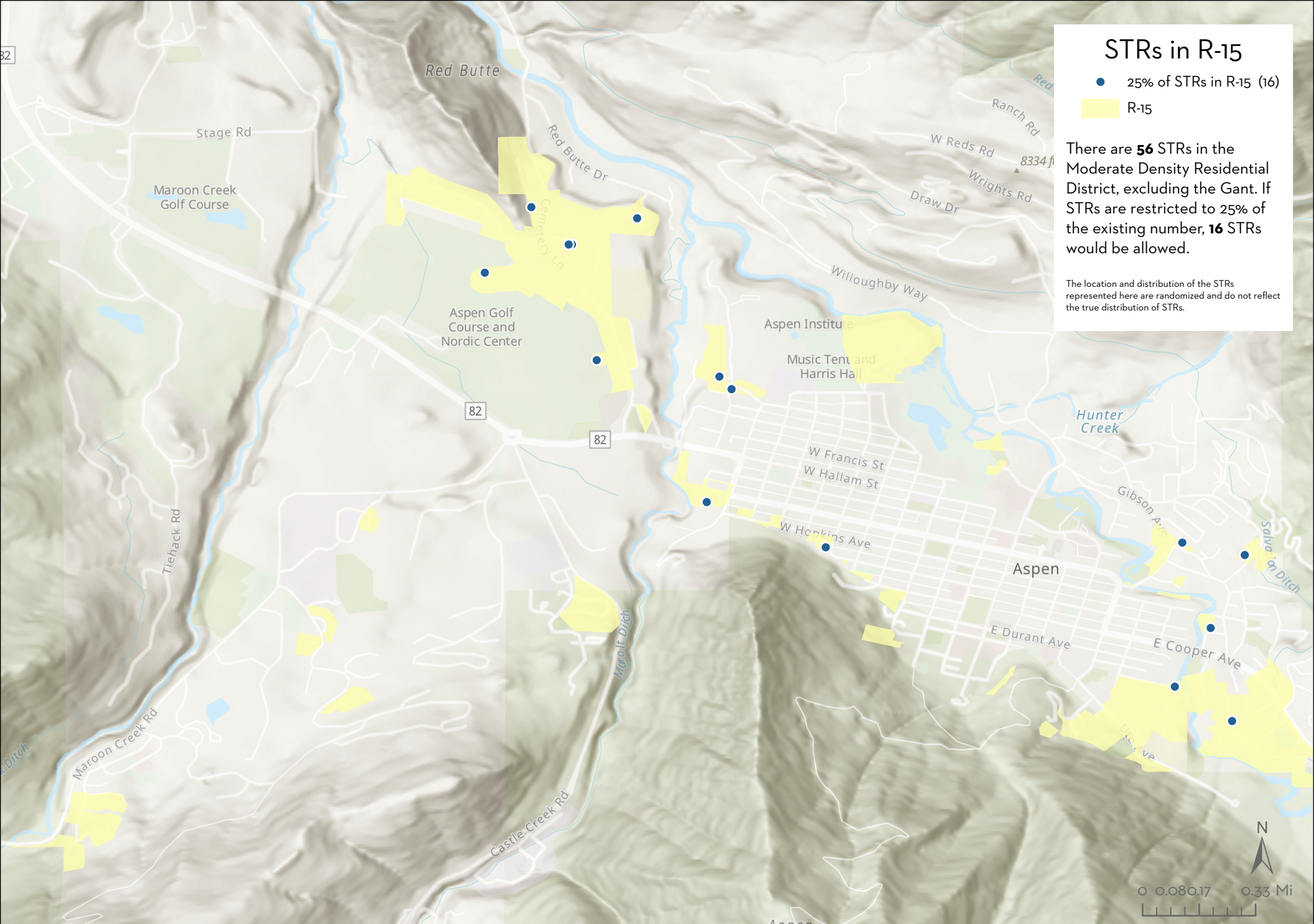
## STRs in R-15

- 50% of STRs in R-15 (31)
- R-15

There are **56** STRs in the Moderate Density Residential District, excluding the Gant. If STRs are restricted to 50% of the existing number, **31** STRs would be allowed.

The location and distribution of the STRs represented here are randomized and do not reflect the true distribution of STRs.

# STRs in R-15 at 50% of Existing Conditions



## STRs in R-15

● 25% of STRs in R-15 (16)

■ R-15

There are **56** STRs in the Moderate Density Residential District, excluding the Gant. If STRs are restricted to 25% of the existing number, **16** STRs would be allowed.

The location and distribution of the STRs represented here are randomized and do not reflect the true distribution of STRs.

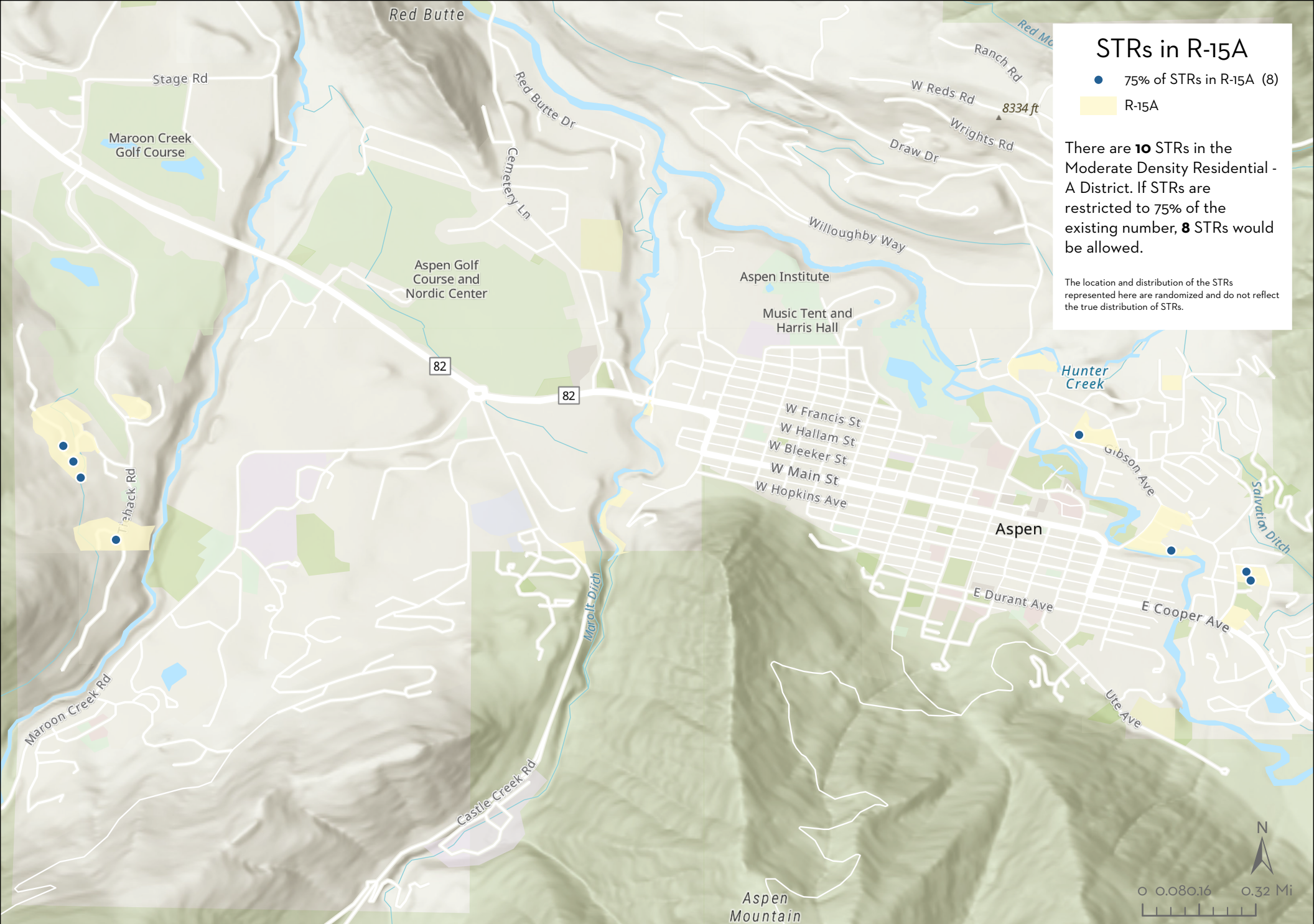
# STRs in R-15 at 25% of Existing Conditions



## STRs in R-15A

- STRs in R-15A (10)
- R-15A

There are **99** residential units in the Moderate Density Residential District - A. Currently, **10%** of these units are used as STRs.



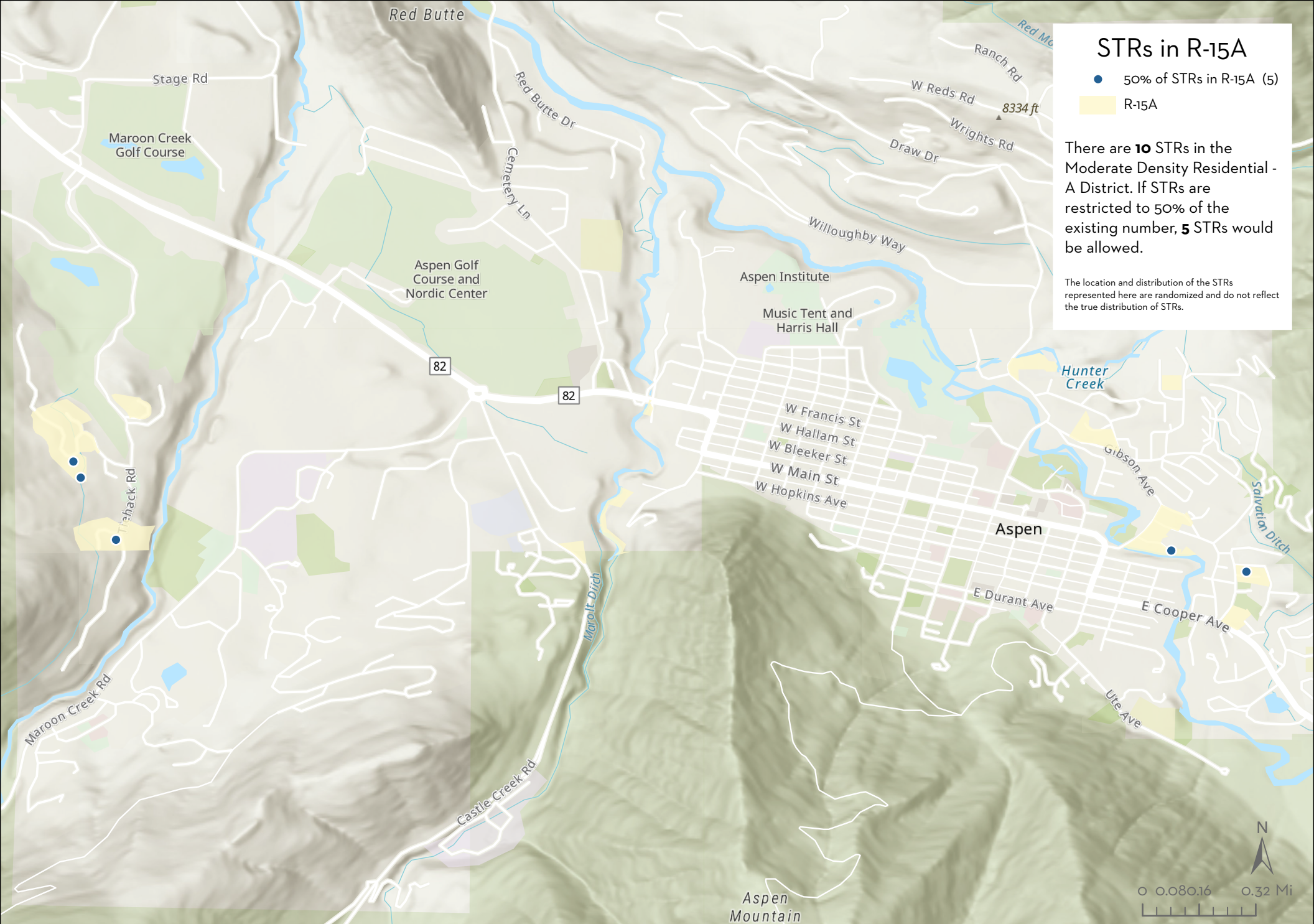
## STRs in R-15A

- 75% of STRs in R-15A (8)
- R-15A

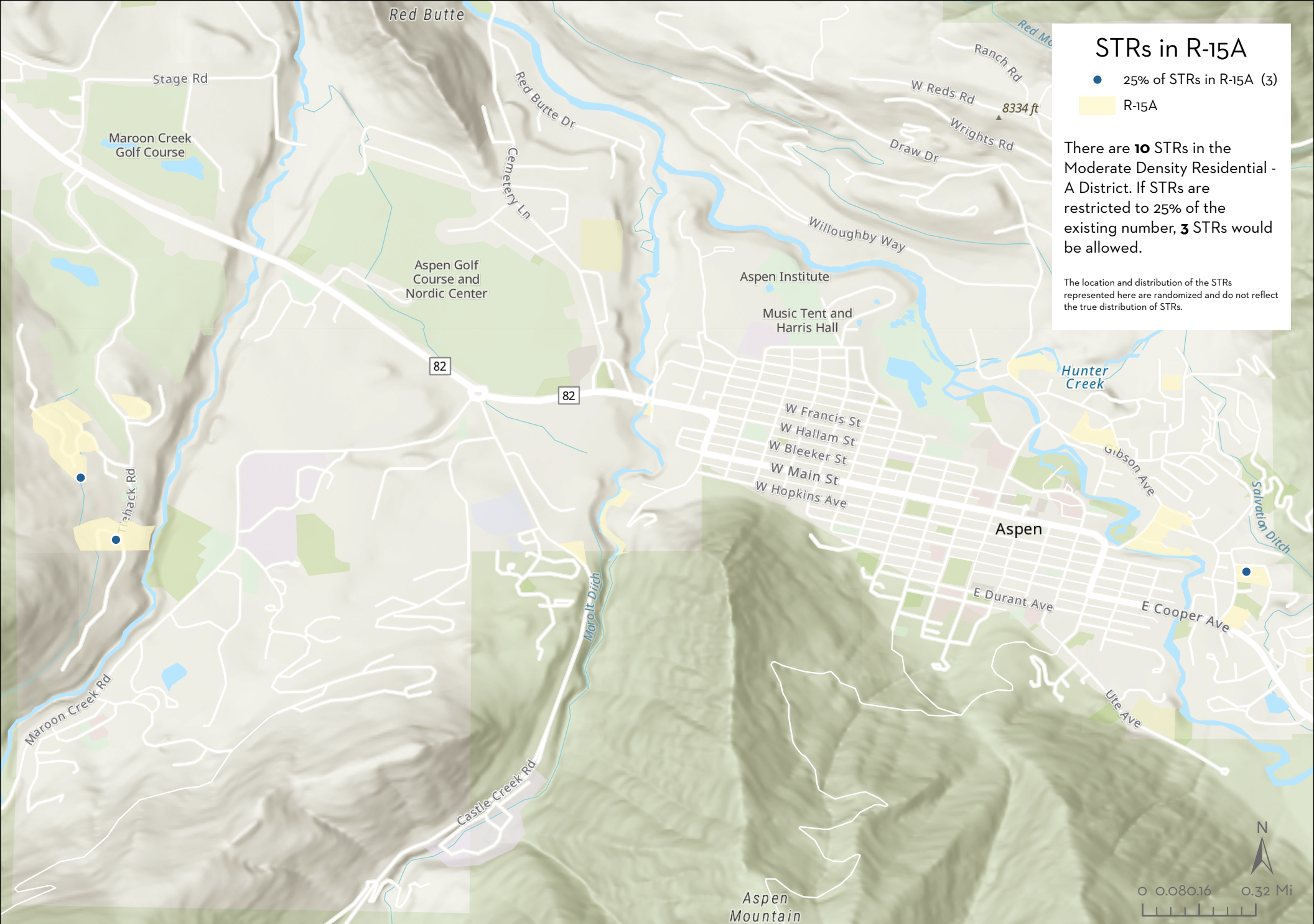
There are **10** STRs in the Moderate Density Residential - A District. If STRs are restricted to 75% of the existing number, **8** STRs would be allowed.

The location and distribution of the STRs represented here are randomized and do not reflect the true distribution of STRs.

# STRs in R-15A at 75% of Existing Conditions



# STRs in R-15A at 50% of Existing Conditions



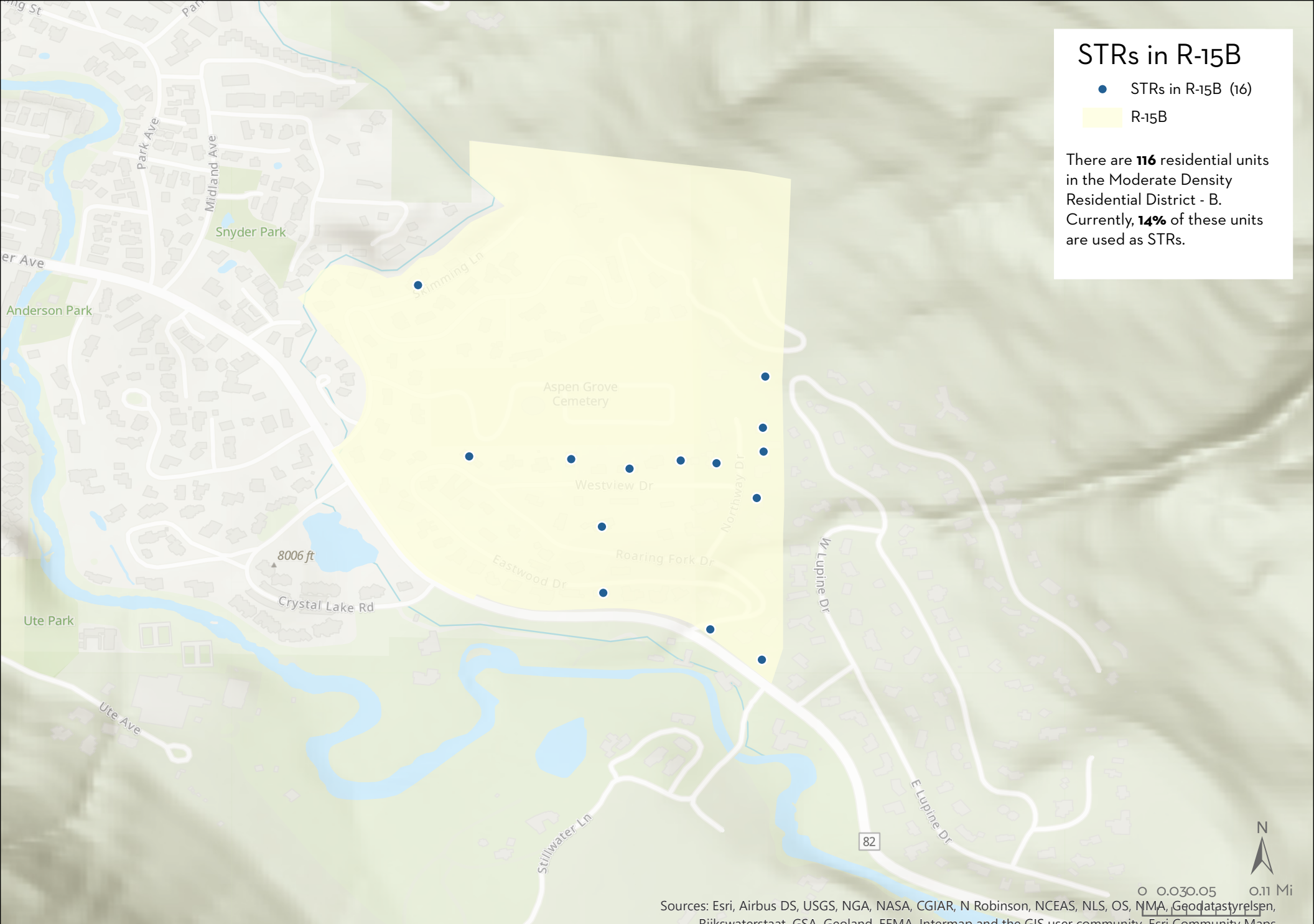
# STRs in R-15A at 25% of Existing Conditions

## STRs in R-15B

● STRs in R-15B (16)

■ R-15B

There are **116** residential units in the Moderate Density Residential District - B. Currently, **14%** of these units are used as STRs.



# Existing Short-Term Rentals in R-15B

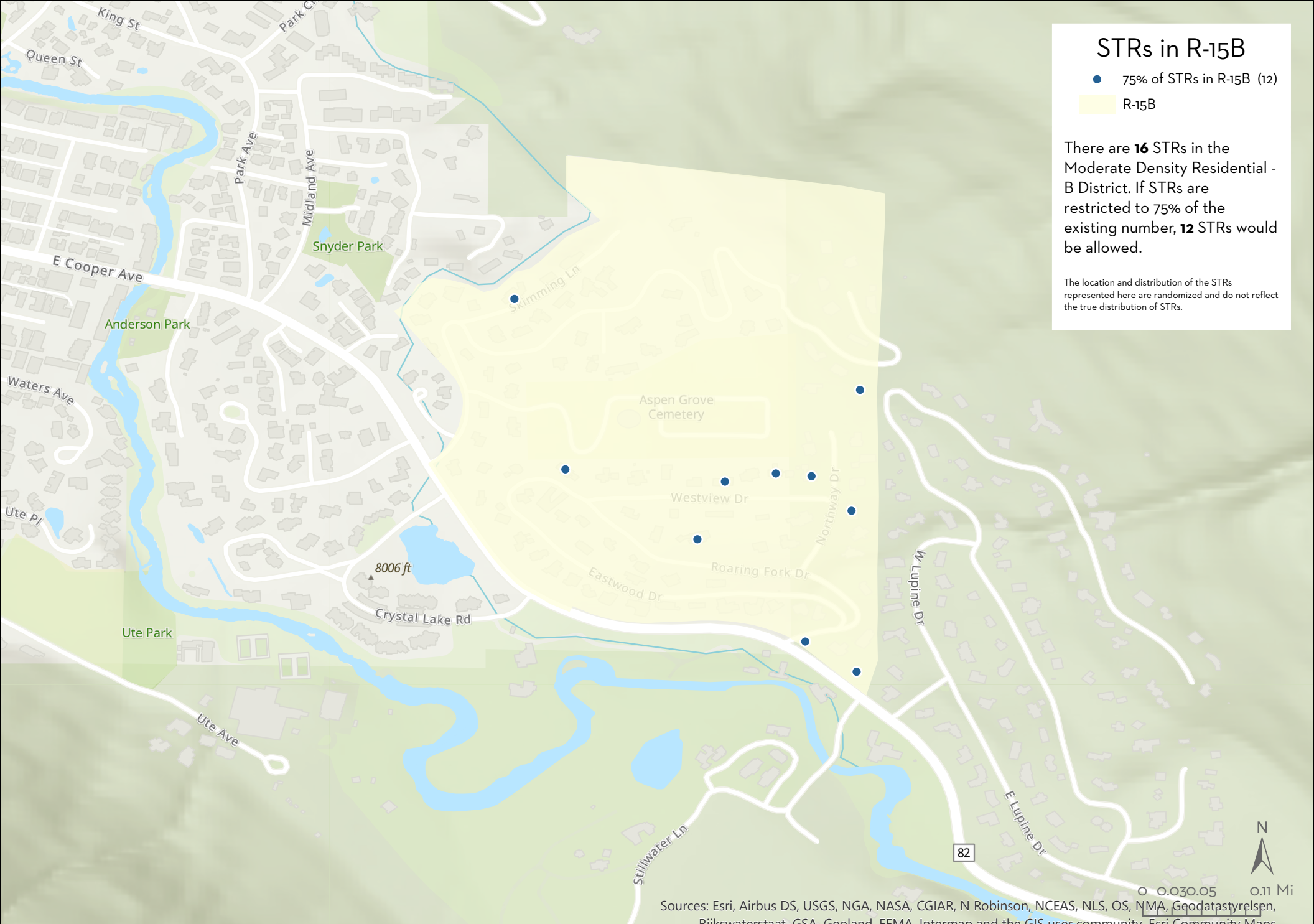
## STRs in R-15B

● 75% of STRs in R-15B (12)

R-15B

There are **16** STRs in the Moderate Density Residential - B District. If STRs are restricted to 75% of the existing number, **12** STRs would be allowed.

The location and distribution of the STRs represented here are randomized and do not reflect the true distribution of STRs.



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps

# STRs in R-15B at 75% of Existing Conditions

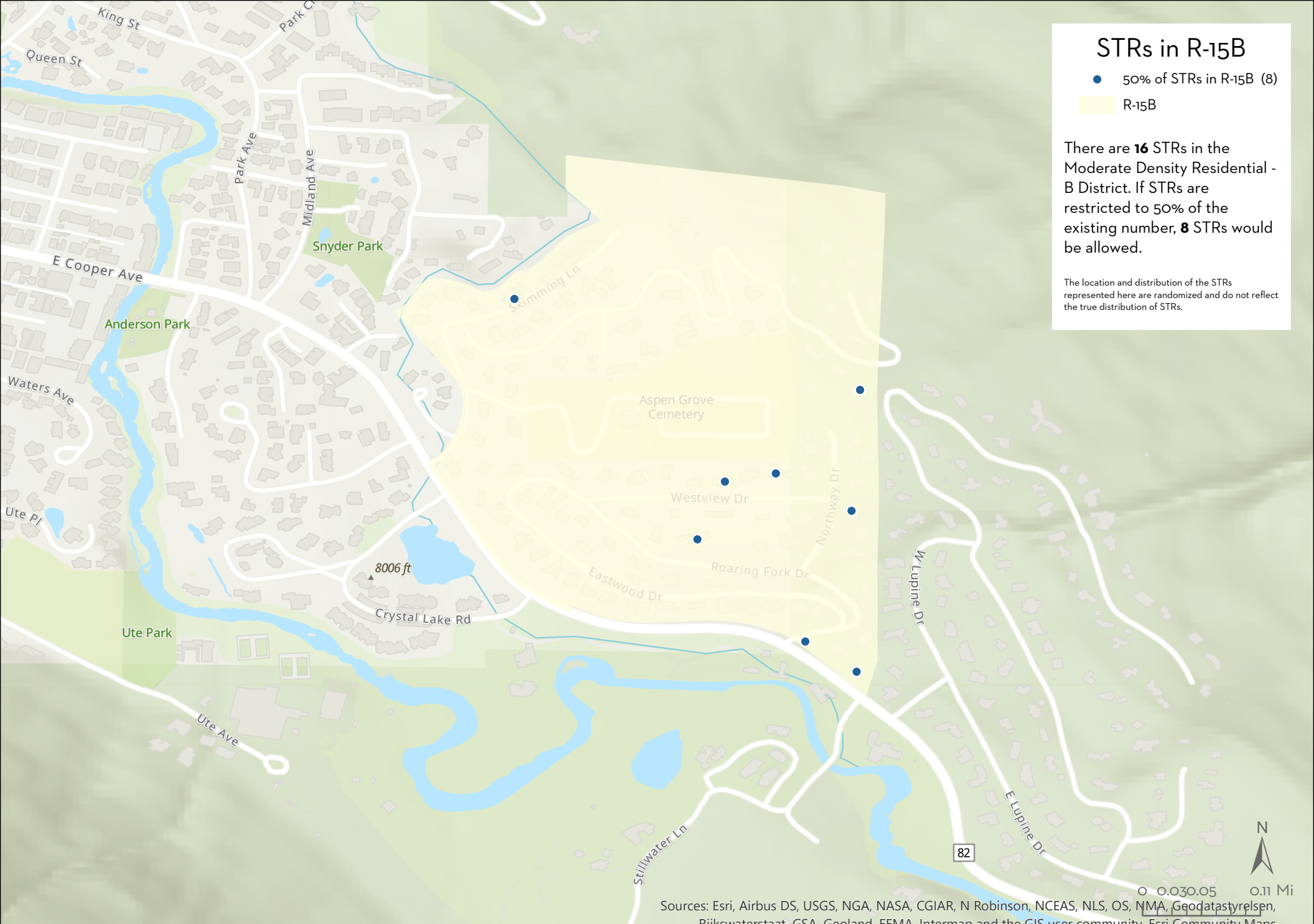
## STRs in R-15B

● 50% of STRs in R-15B (8)

R-15B

There are **16** STRs in the Moderate Density Residential - B District. If STRs are restricted to 50% of the existing number, **8** STRs would be allowed.

The location and distribution of the STRs represented here are randomized and do not reflect the true distribution of STRs.



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps

# STRs in R-15B at 50% of Existing Conditions

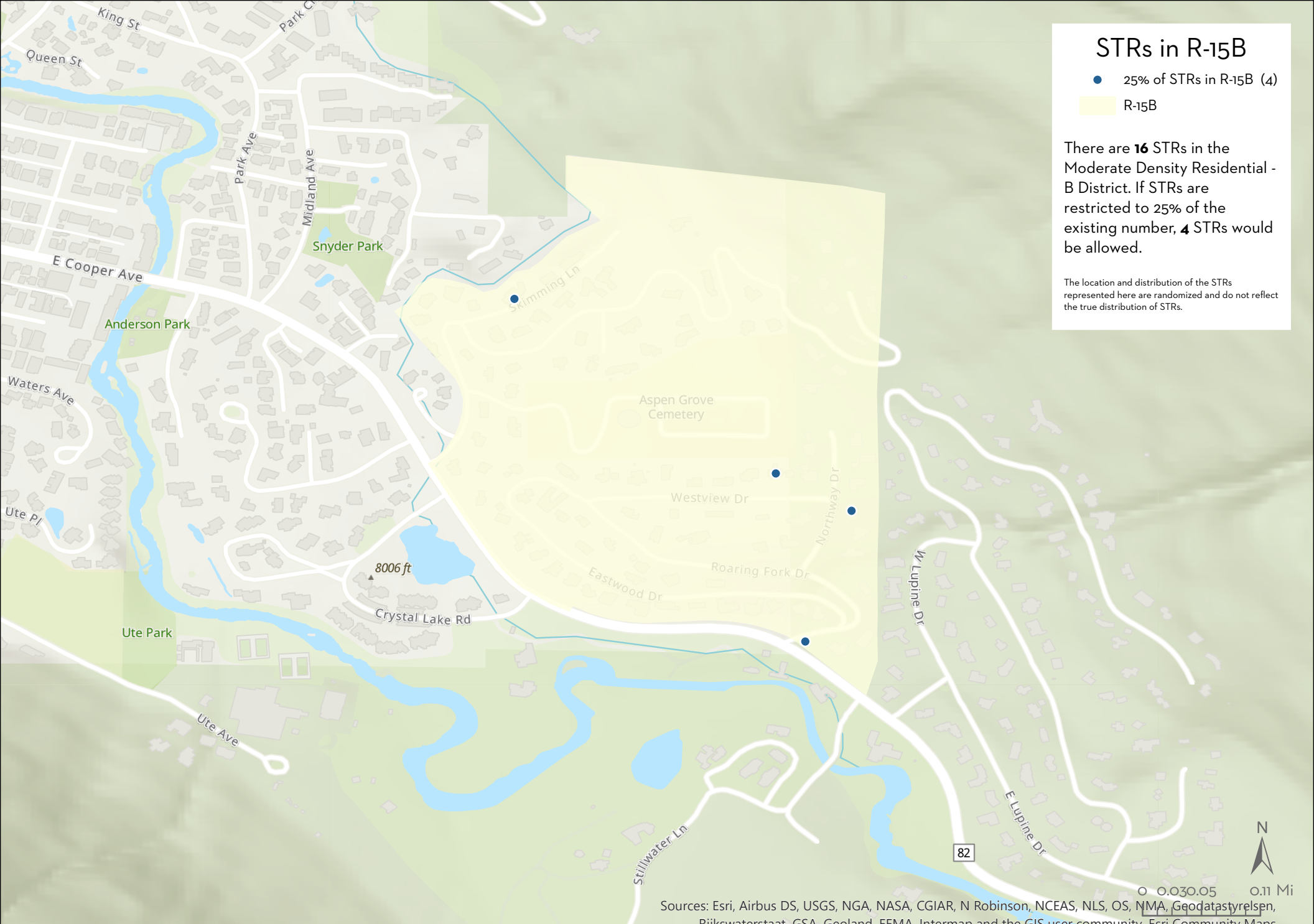
## STRs in R-15B

● 25% of STRs in R-15B (4)

R-15B

There are **16** STRs in the Moderate Density Residential - B District. If STRs are restricted to 25% of the existing number, **4** STRs would be allowed.

The location and distribution of the STRs represented here are randomized and do not reflect the true distribution of STRs.

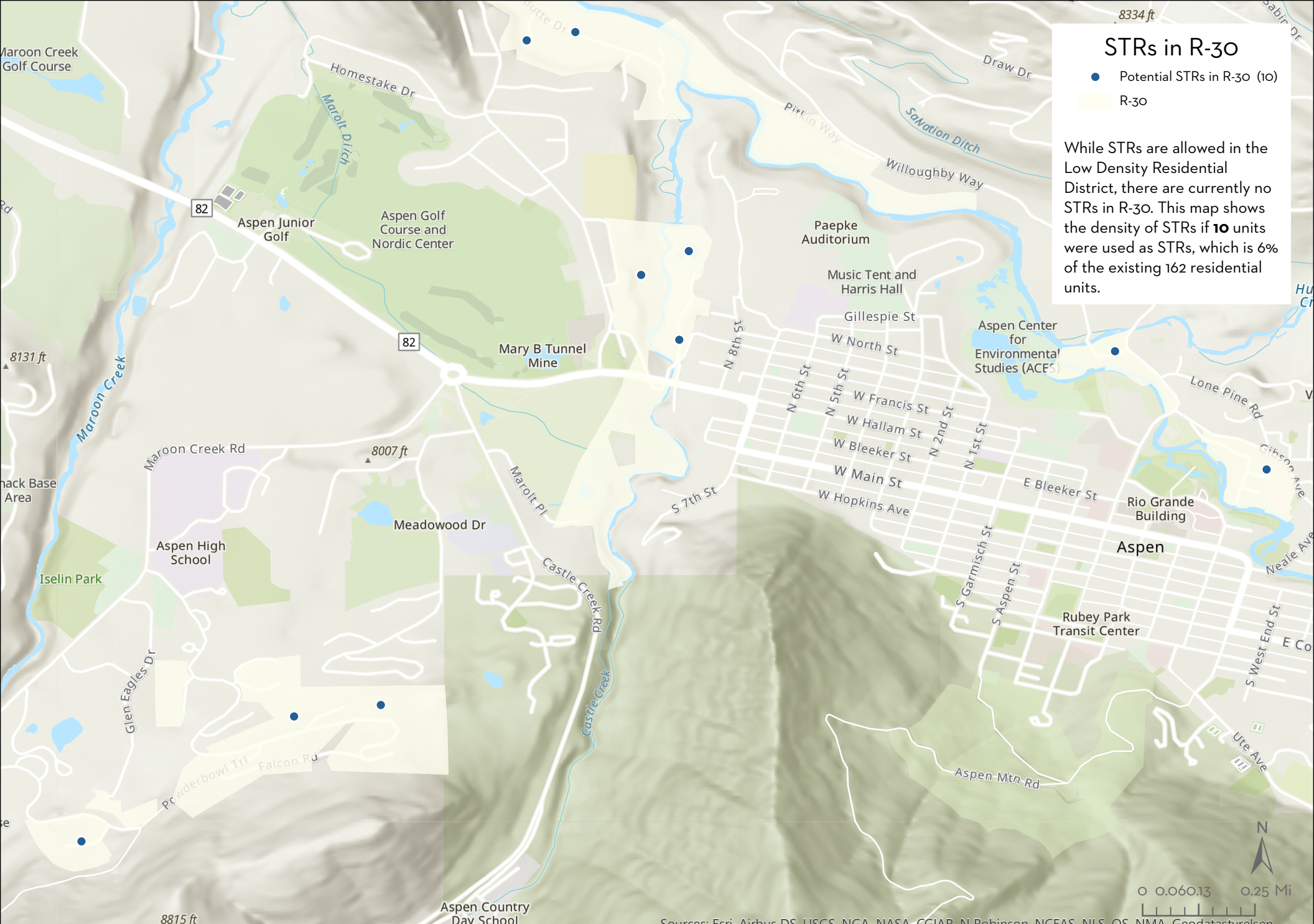


Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps

# STRs in R-15B at 25% of Existing Conditions



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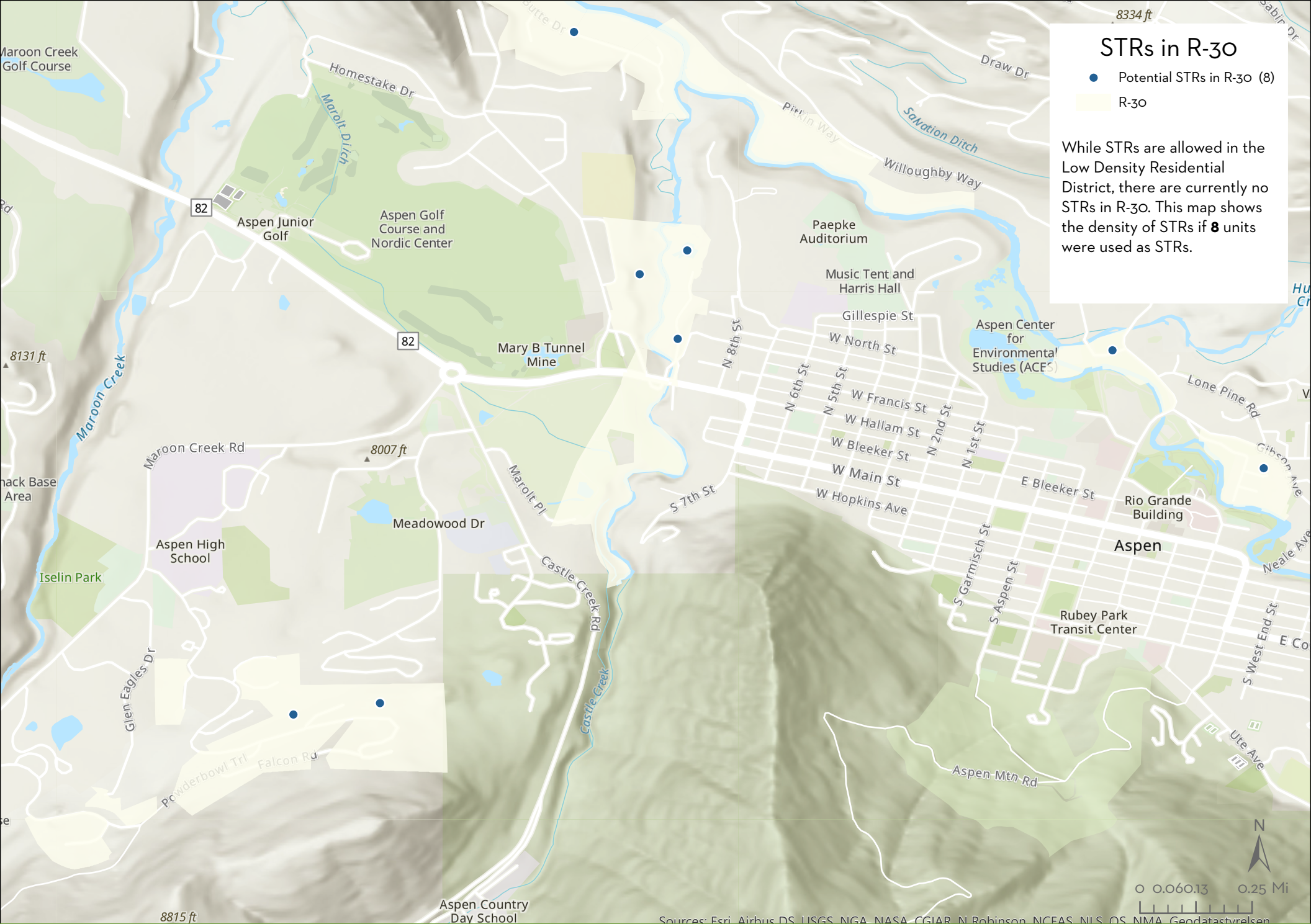


## STRs in R-30

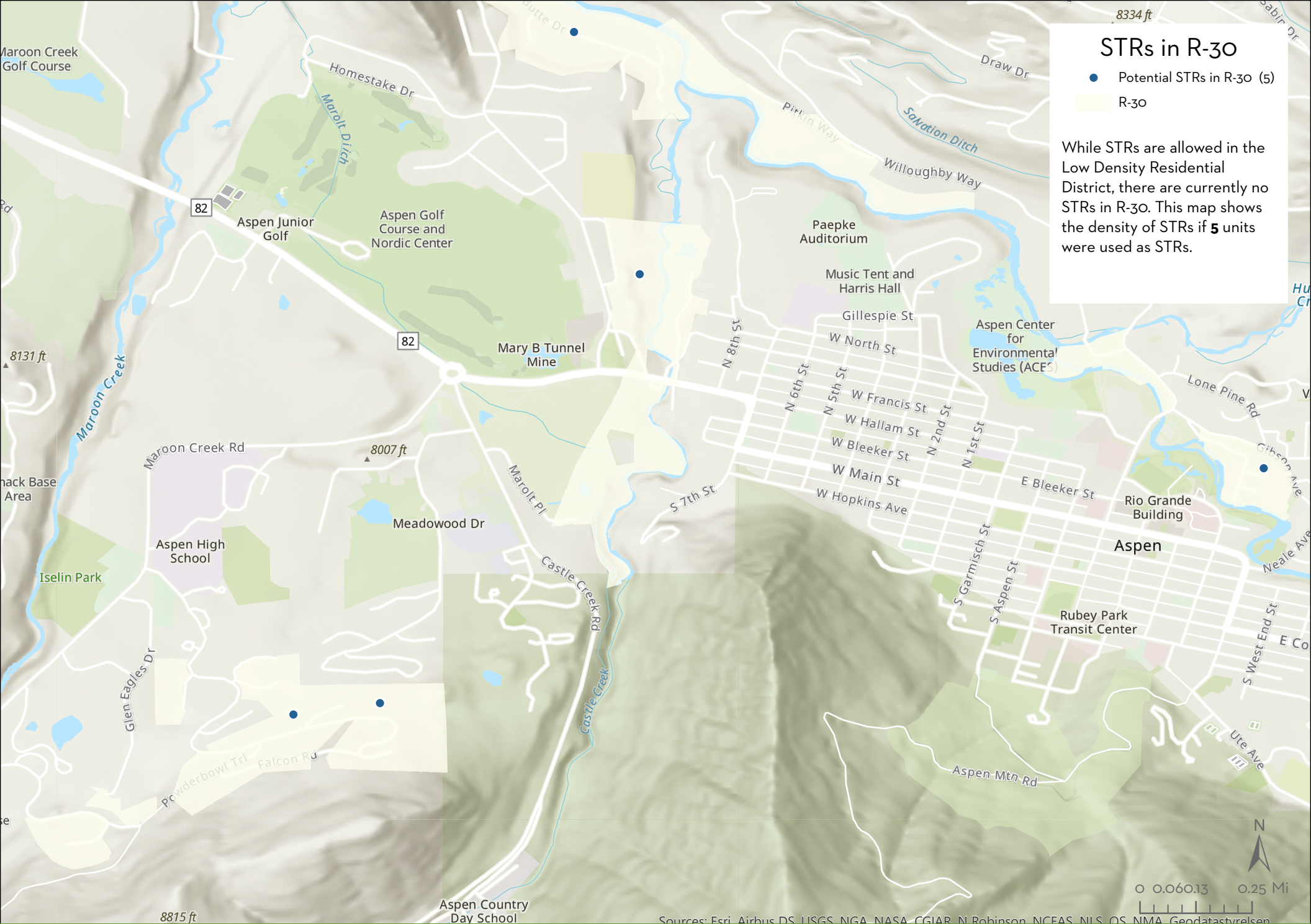
- Potential STRs in R-30 (10)
- R-30

While STRs are allowed in the Low Density Residential District, there are currently no STRs in R-30. This map shows the density of STRs if **10** units were used as STRs, which is 6% of the existing 162 residential units.

# Potential Density in R-30 with 10 STRs



# Potential Density in R-30 with 8 STRs



# Potential Density in R-30 with 5 STRs



## STRs in RR

● STRs in RR (2)

■ RR

There are **20** residential units in the Rural Residential District. Currently, **10%** of these units are used as STRs.



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps

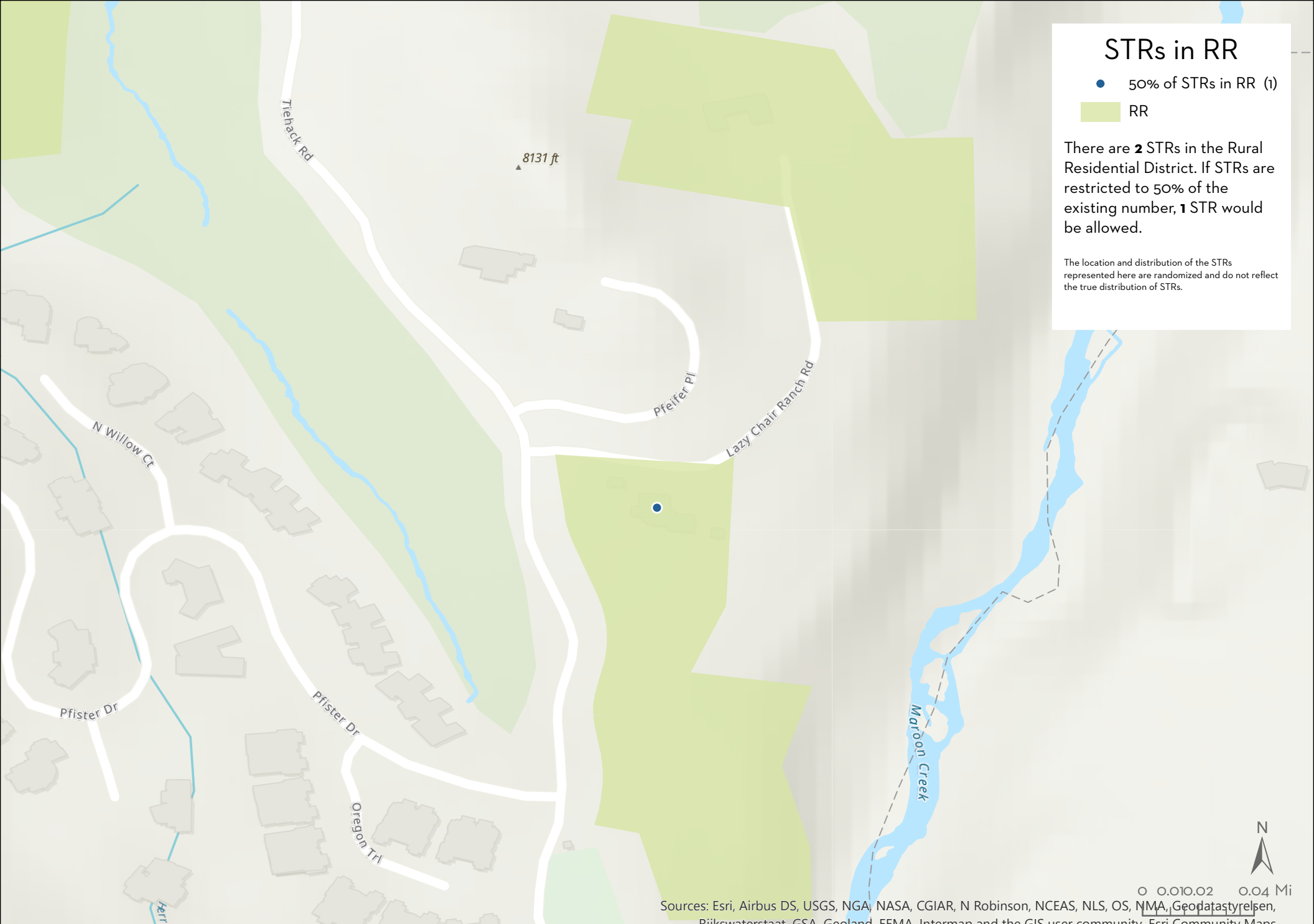
# Existing Short-Term Rentals in RR

## STRs in RR

- 50% of STRs in RR (1)
- RR

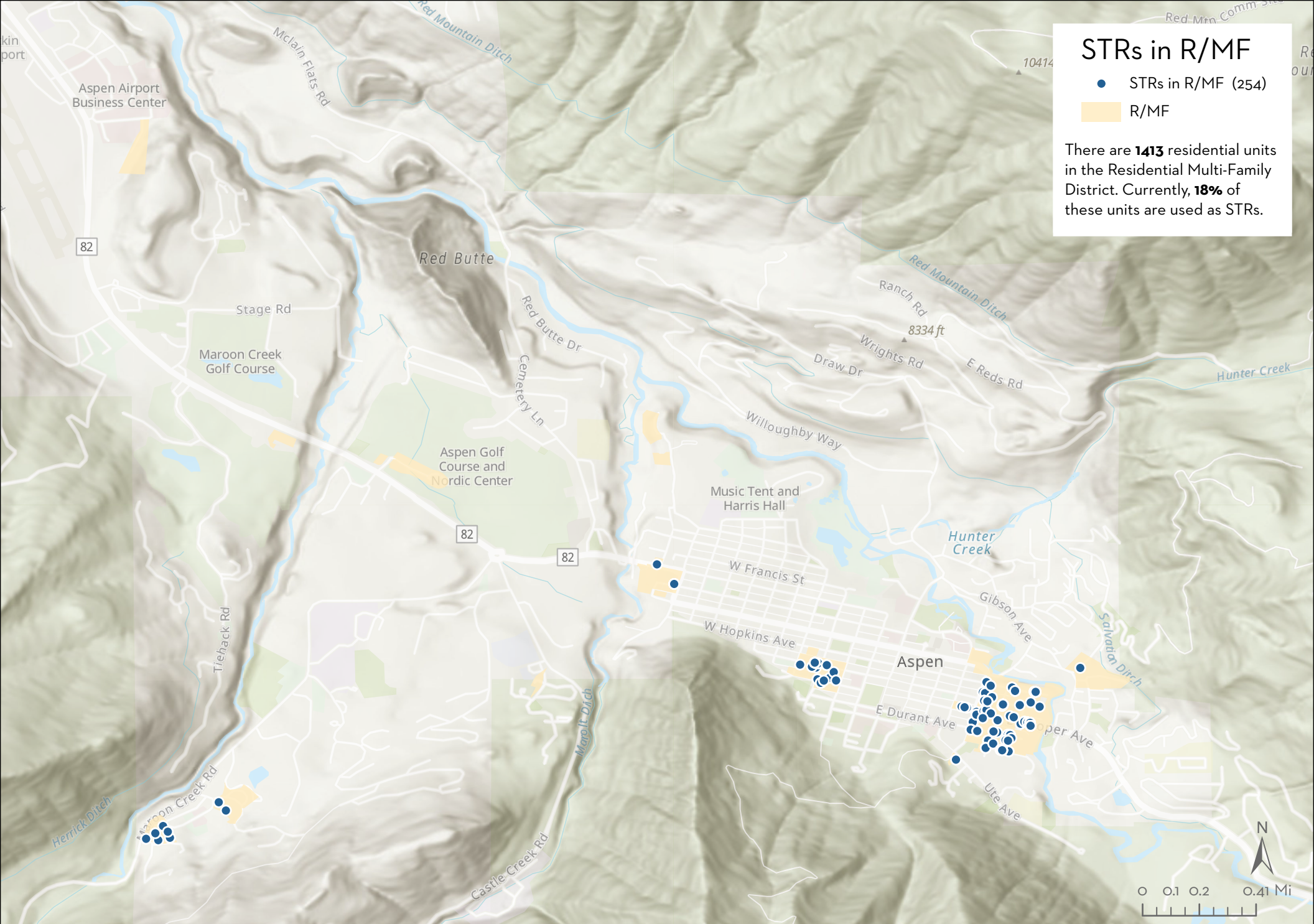
There are **2** STRs in the Rural Residential District. If STRs are restricted to 50% of the existing number, **1** STR would be allowed.

The location and distribution of the STRs represented here are randomized and do not reflect the true distribution of STRs.



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps

# STRs in RR at 50% of Existing Conditions

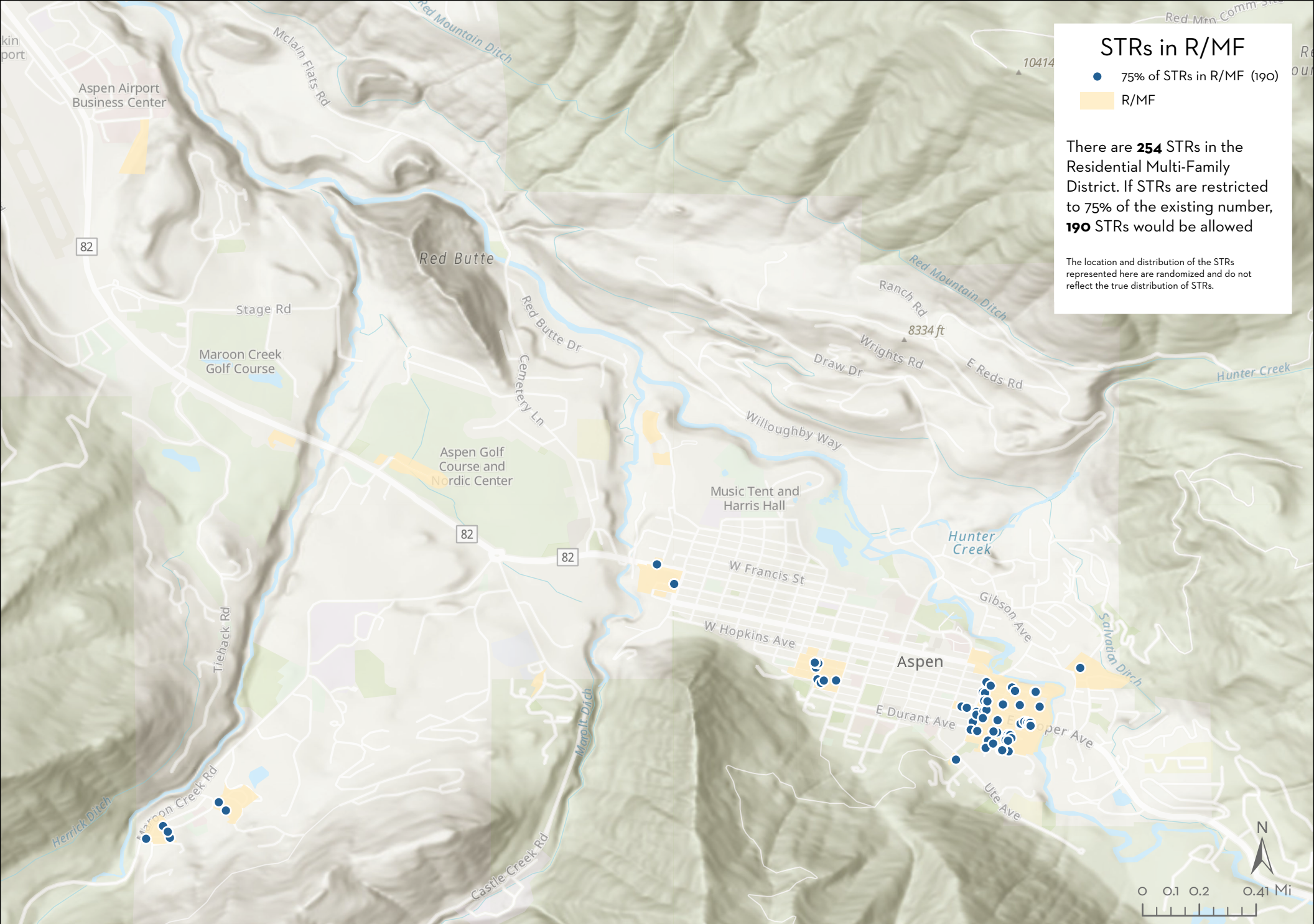


## STRs in R/MF

- STRs in R/MF (254)
- R/MF

There are **1413** residential units in the Residential Multi-Family District. Currently, **18%** of these units are used as STRs.

# Existing Short-Term Rentals in R/MF



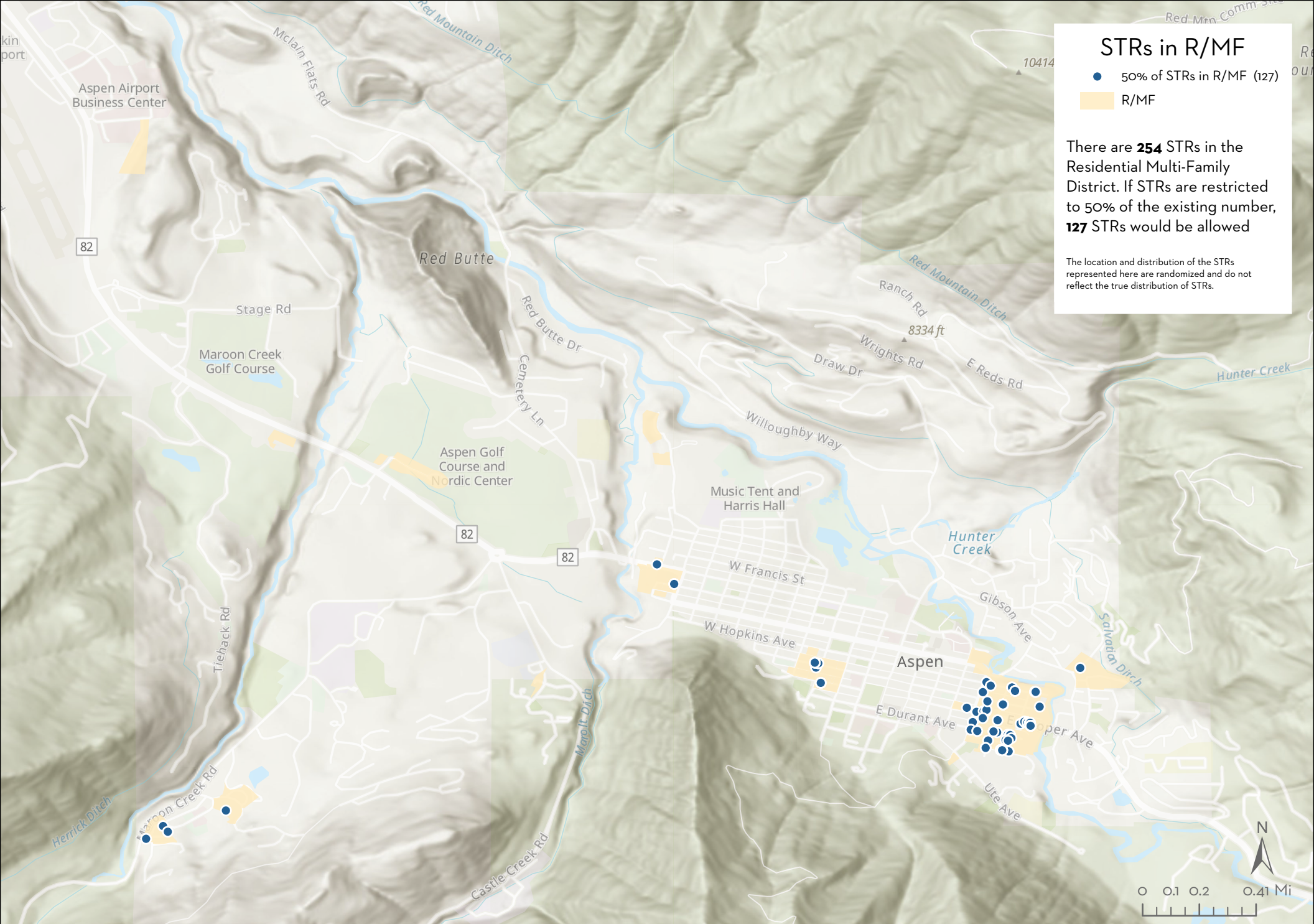
## STRs in R/MF

- 75% of STRs in R/MF (190)
- R/MF

There are **254** STRs in the Residential Multi-Family District. If STRs are restricted to 75% of the existing number, **190** STRs would be allowed

The location and distribution of the STRs represented here are randomized and do not reflect the true distribution of STRs.

# STRs in R/MF at 75% of Existing Conditions



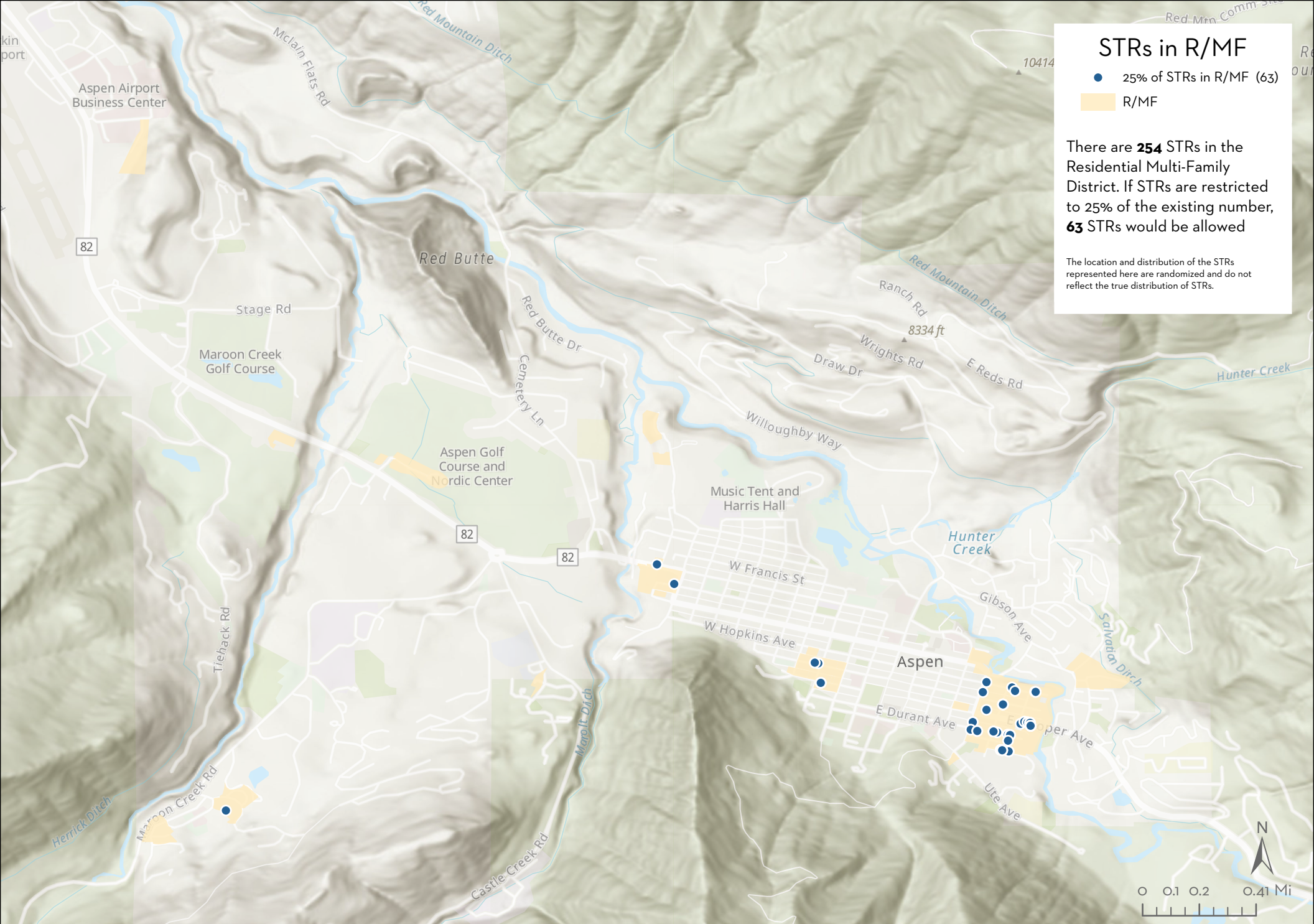
# STRs in R/MF

- 50% of STRs in R/MF (127)
- R/MF

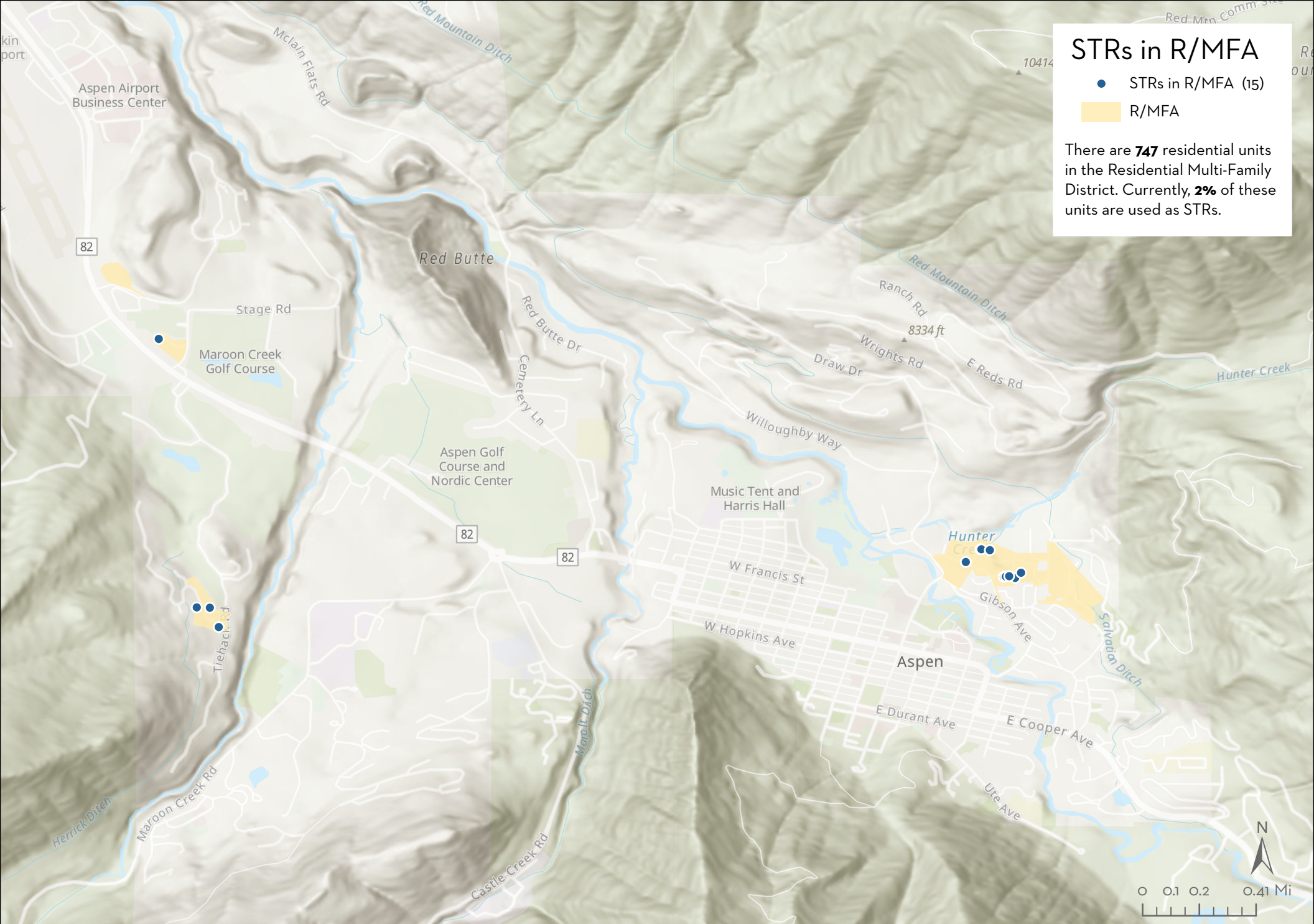
There are **254** STRs in the Residential Multi-Family District. If STRs are restricted to 50% of the existing number, **127** STRs would be allowed

The location and distribution of the STRs represented here are randomized and do not reflect the true distribution of STRs.

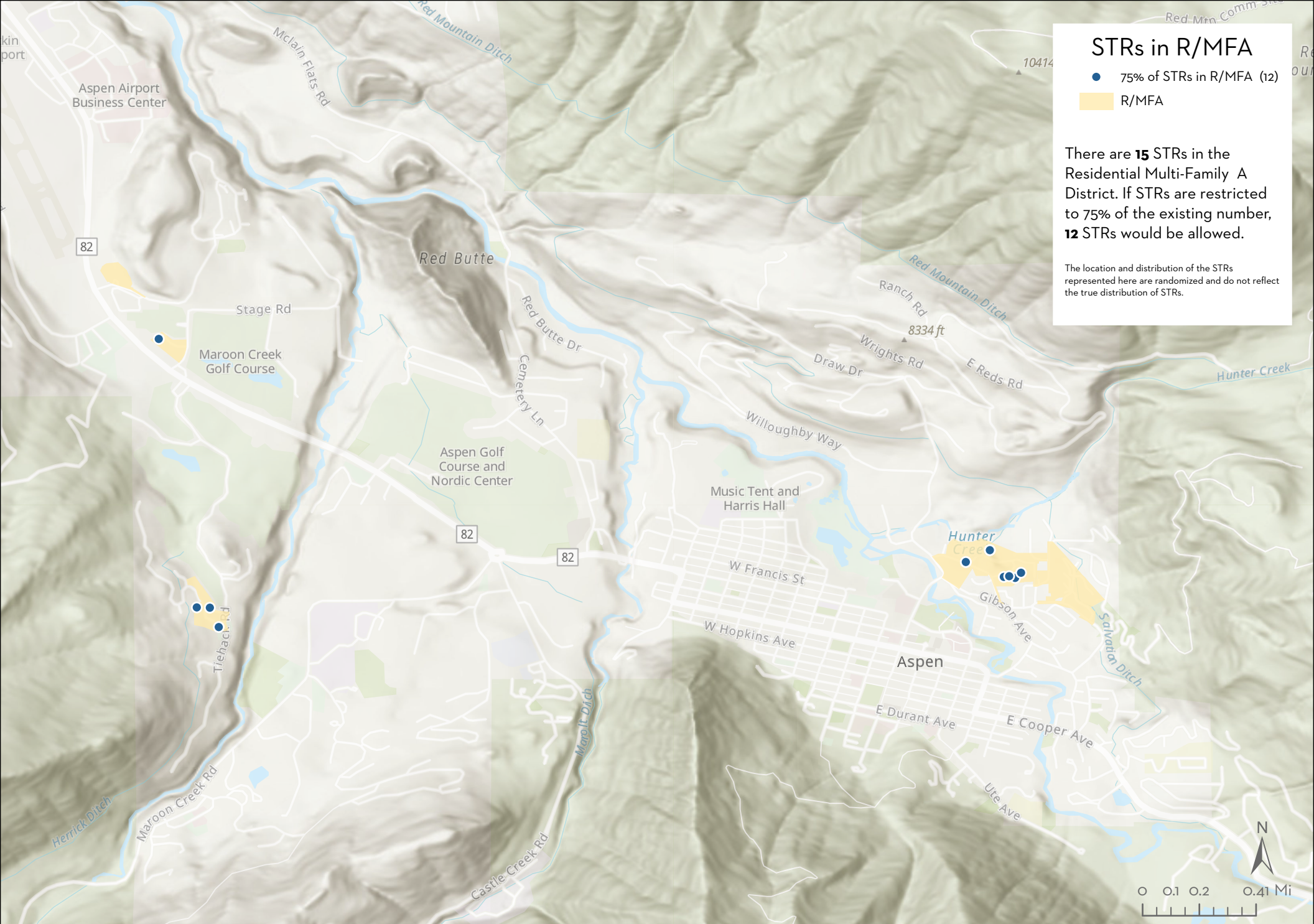
## STRs in R/MF at 50% of Existing Conditions



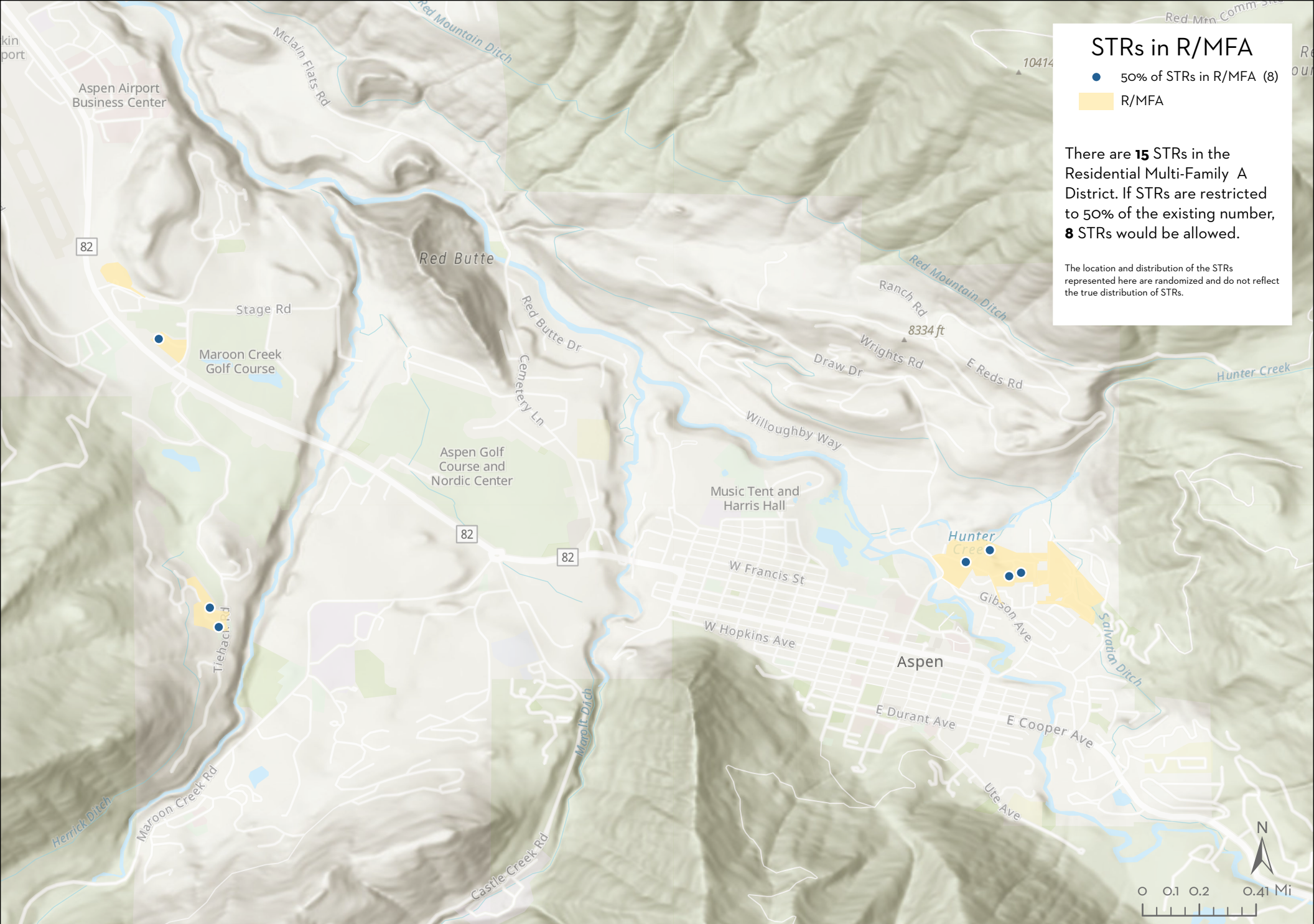
STRs in R/MF at 25% of Existing Conditions



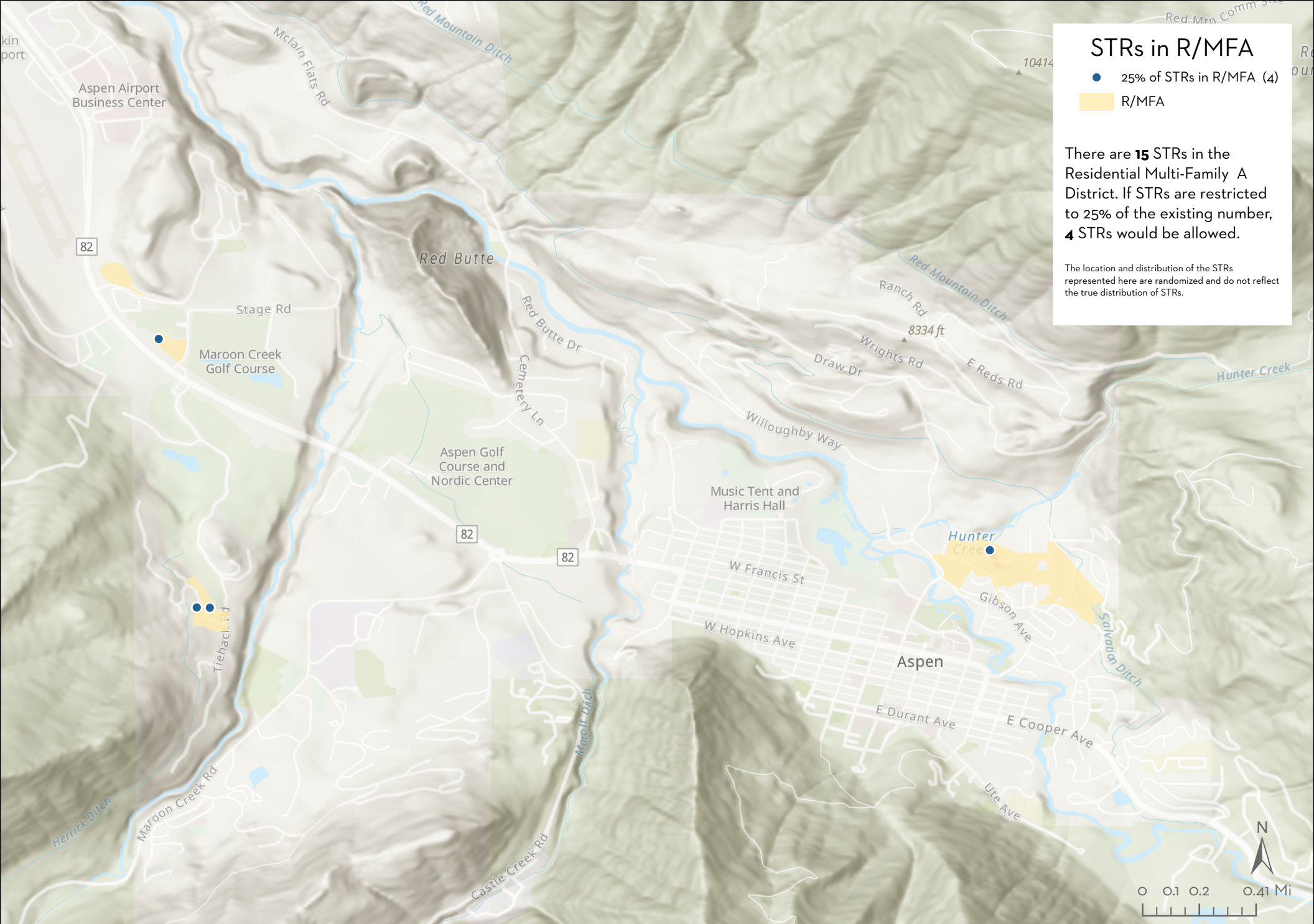
# Existing Short Term Rentals in R/MFA



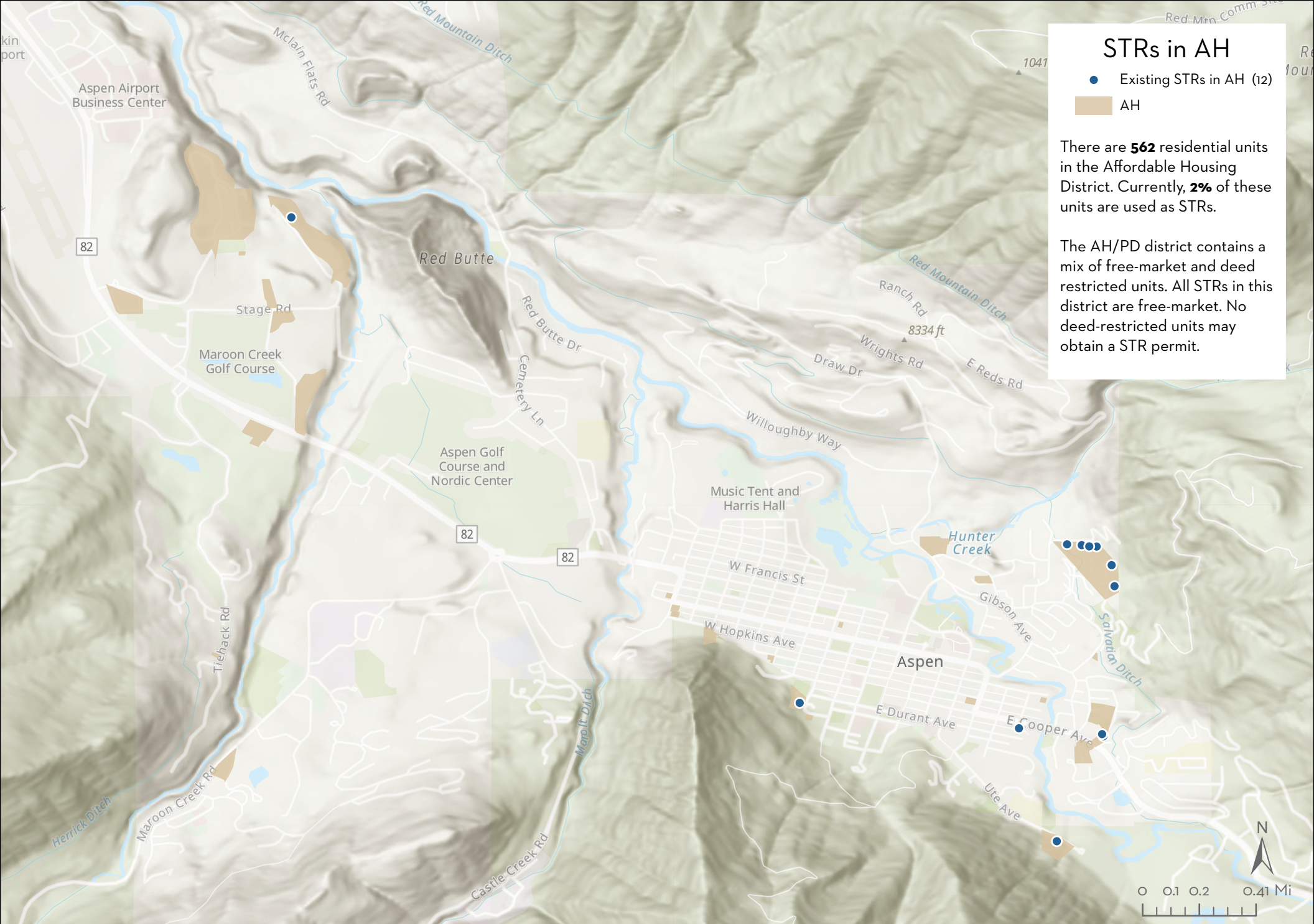
# STRs in R/MFA at 75% of Existing Conditions



# STRs in R/MFA at 50% of Existing Conditions



# STRs in R/MFA at 25% of Existing Conditions

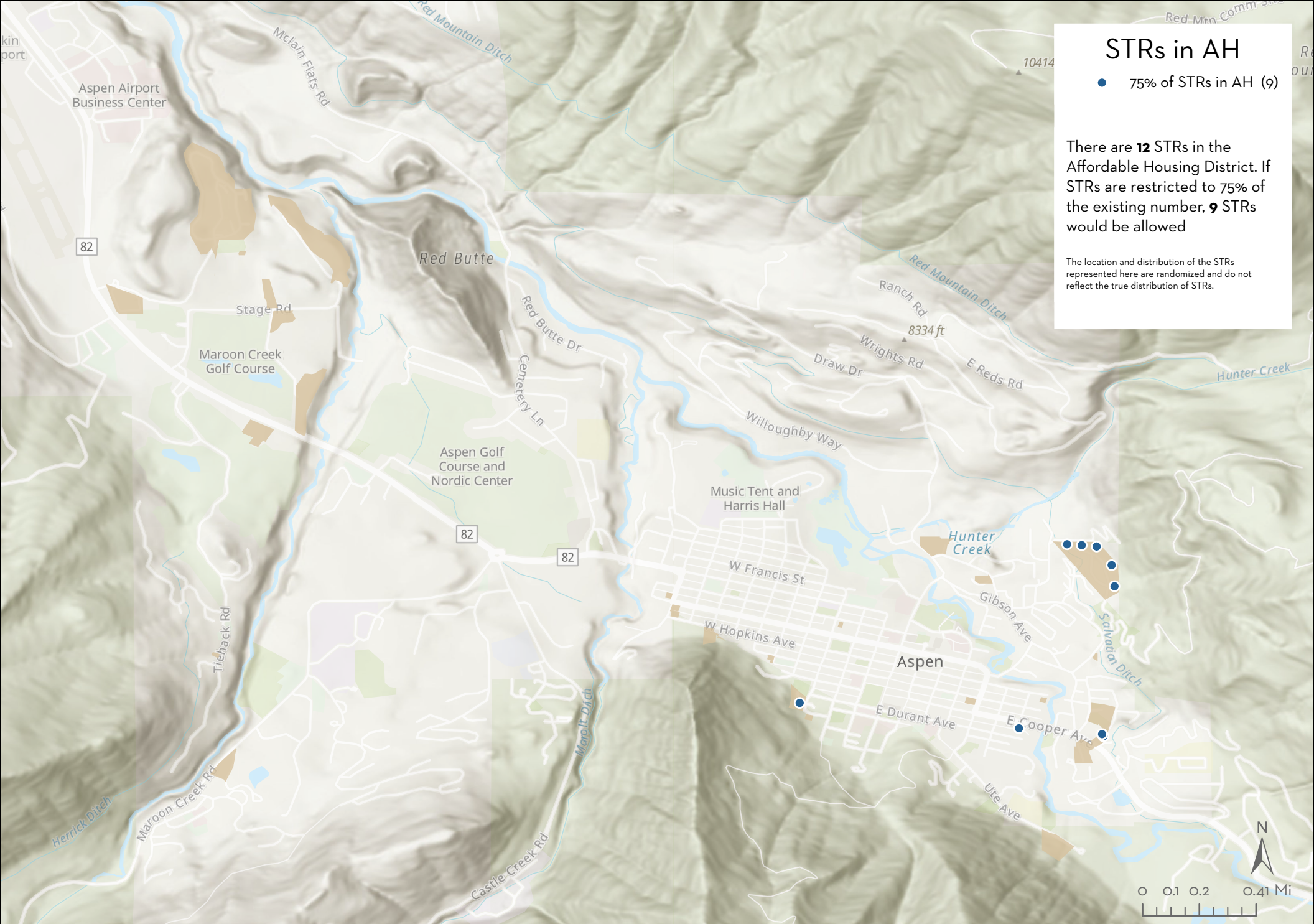


## STRs in AH

- Existing STRs in AH (12)
- AH

There are **562** residential units in the Affordable Housing District. Currently, **2%** of these units are used as STRs.

The AH/PD district contains a mix of free-market and deed restricted units. All STRs in this district are free-market. No deed-restricted units may obtain a STR permit.



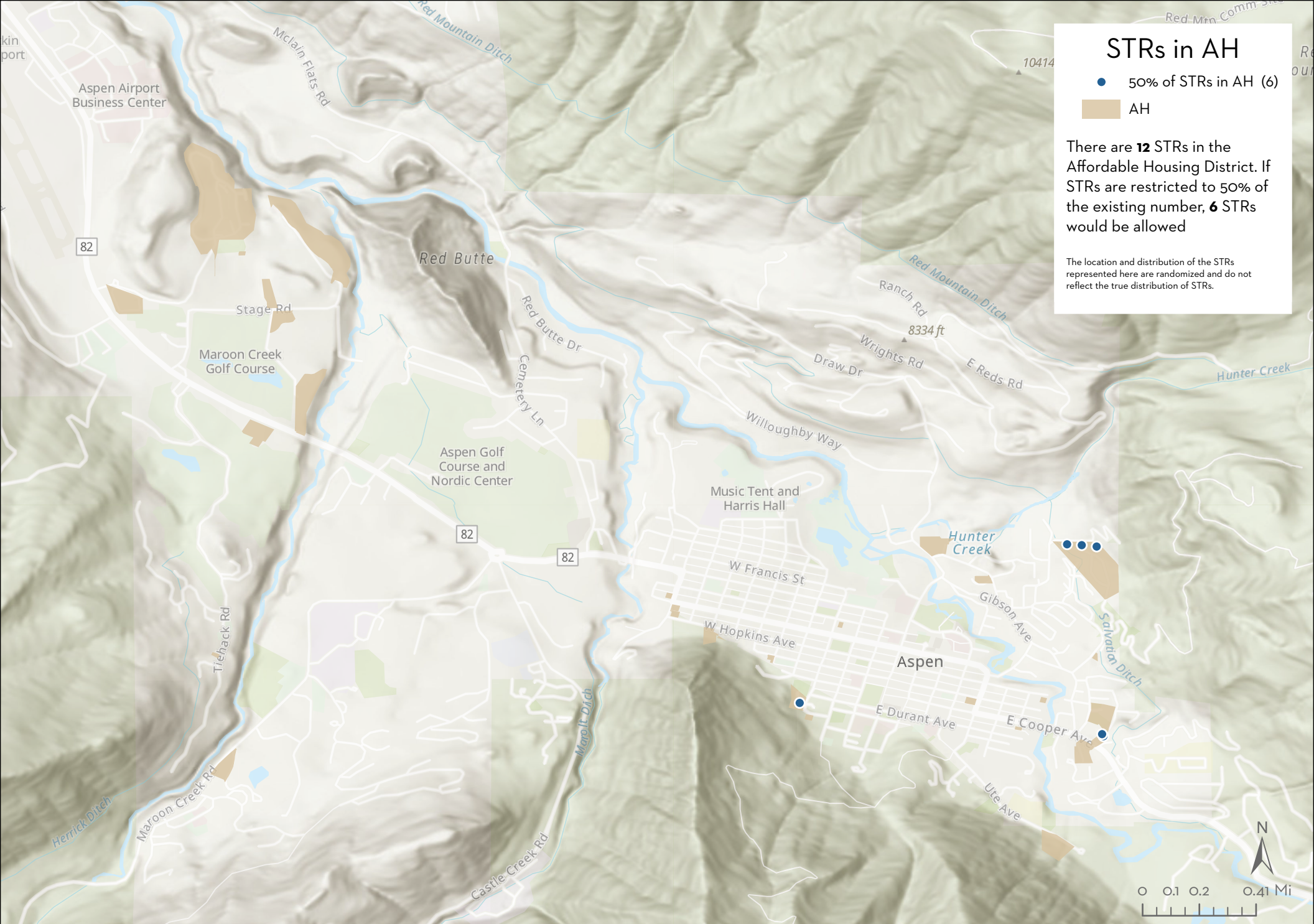
# STRs in AH

● 75% of STRs in AH (9)

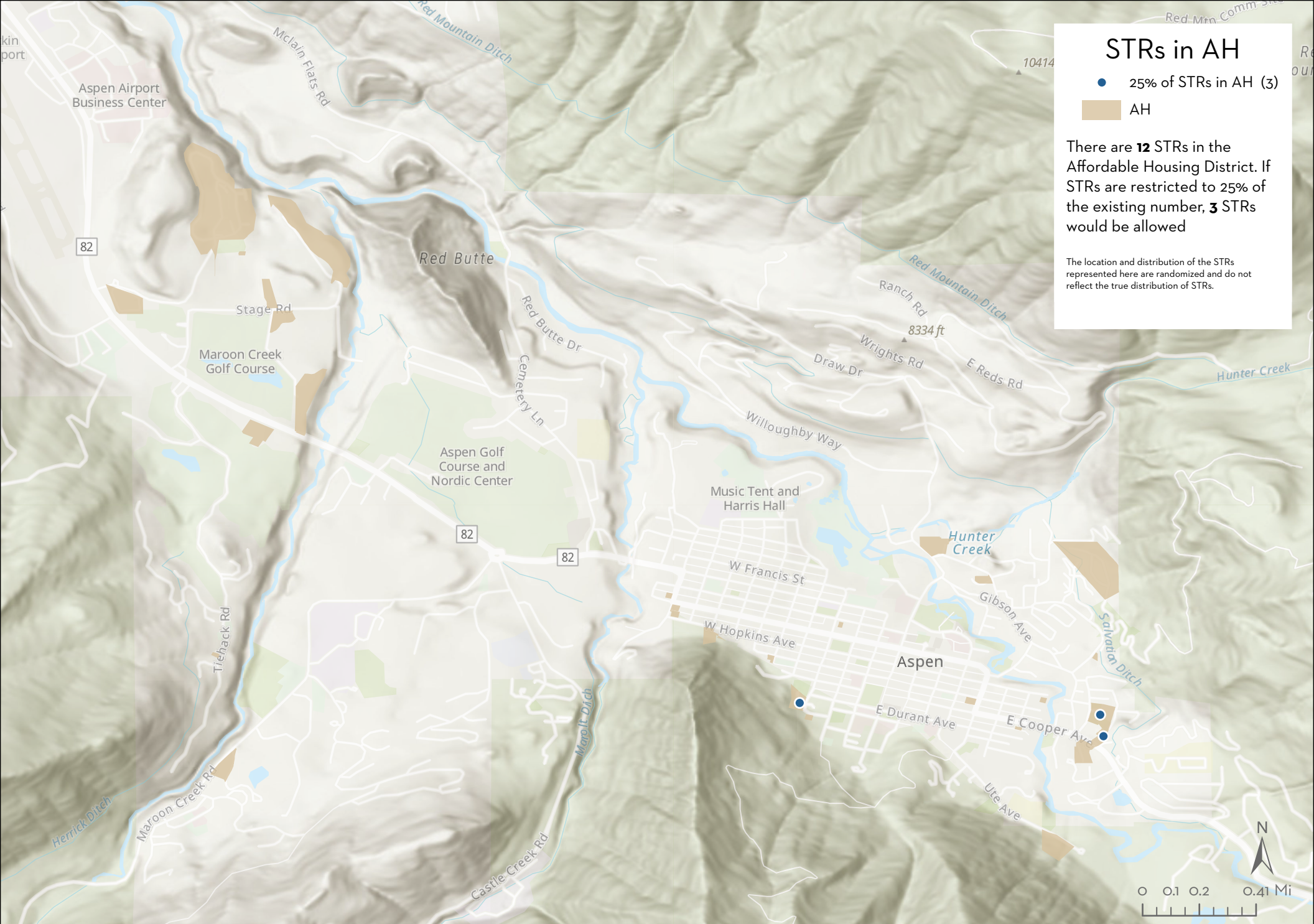
There are **12** STRs in the Affordable Housing District. If STRs are restricted to 75% of the existing number, **9** STRs would be allowed

The location and distribution of the STRs represented here are randomized and do not reflect the true distribution of STRs.

STRs in AH at 75% of Existing Conditions



# STRs in AH at 50% of Existing Conditions



## STRs in AH

- 25% of STRs in AH (3)
- AH

There are **12** STRs in the Affordable Housing District. If STRs are restricted to 25% of the existing number, **3** STRs would be allowed

The location and distribution of the STRs represented here are randomized and do not reflect the true distribution of STRs.

# STRs in AH at 25% of Existing Conditions

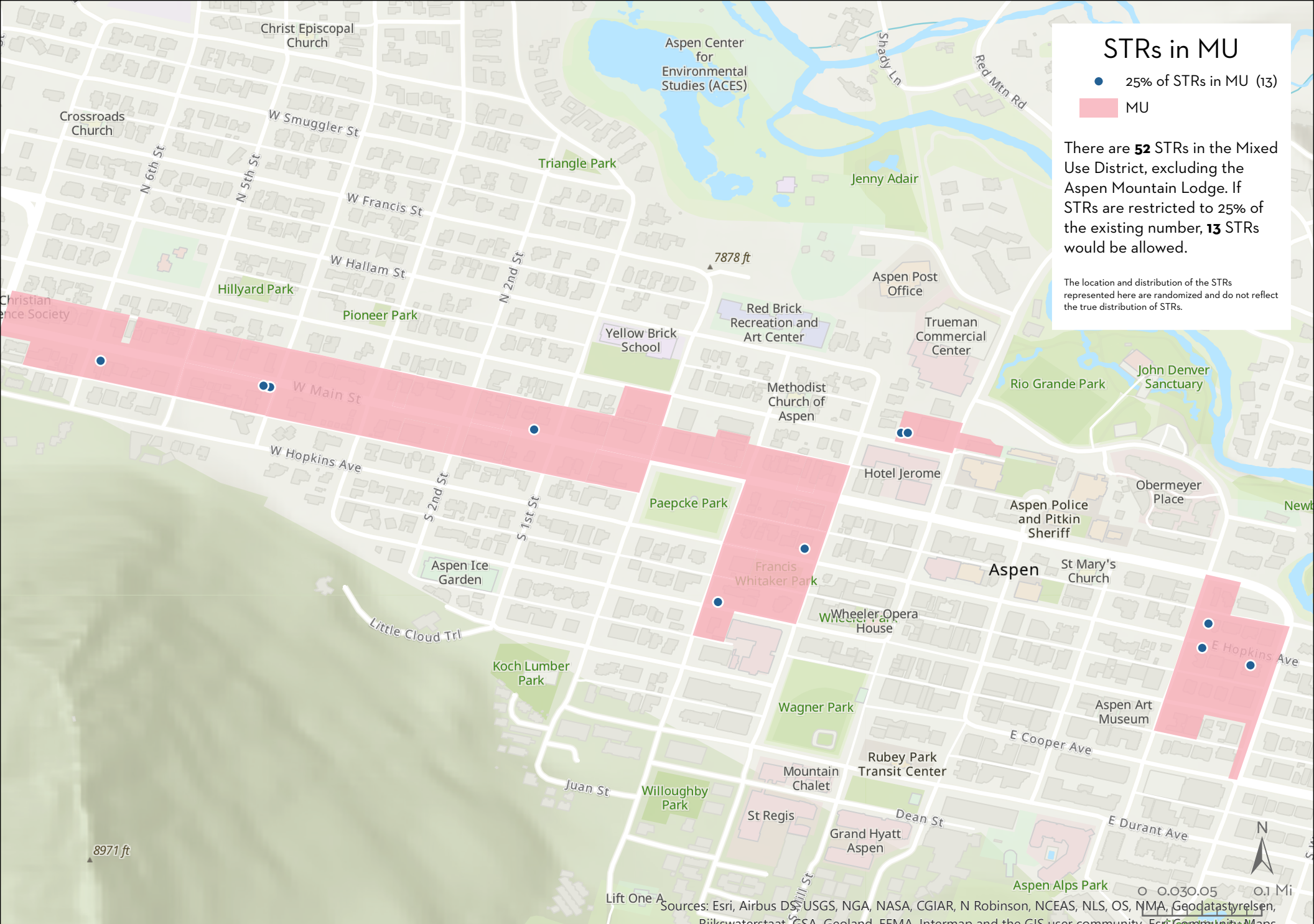


# Existing Short-Term Rentals in MU

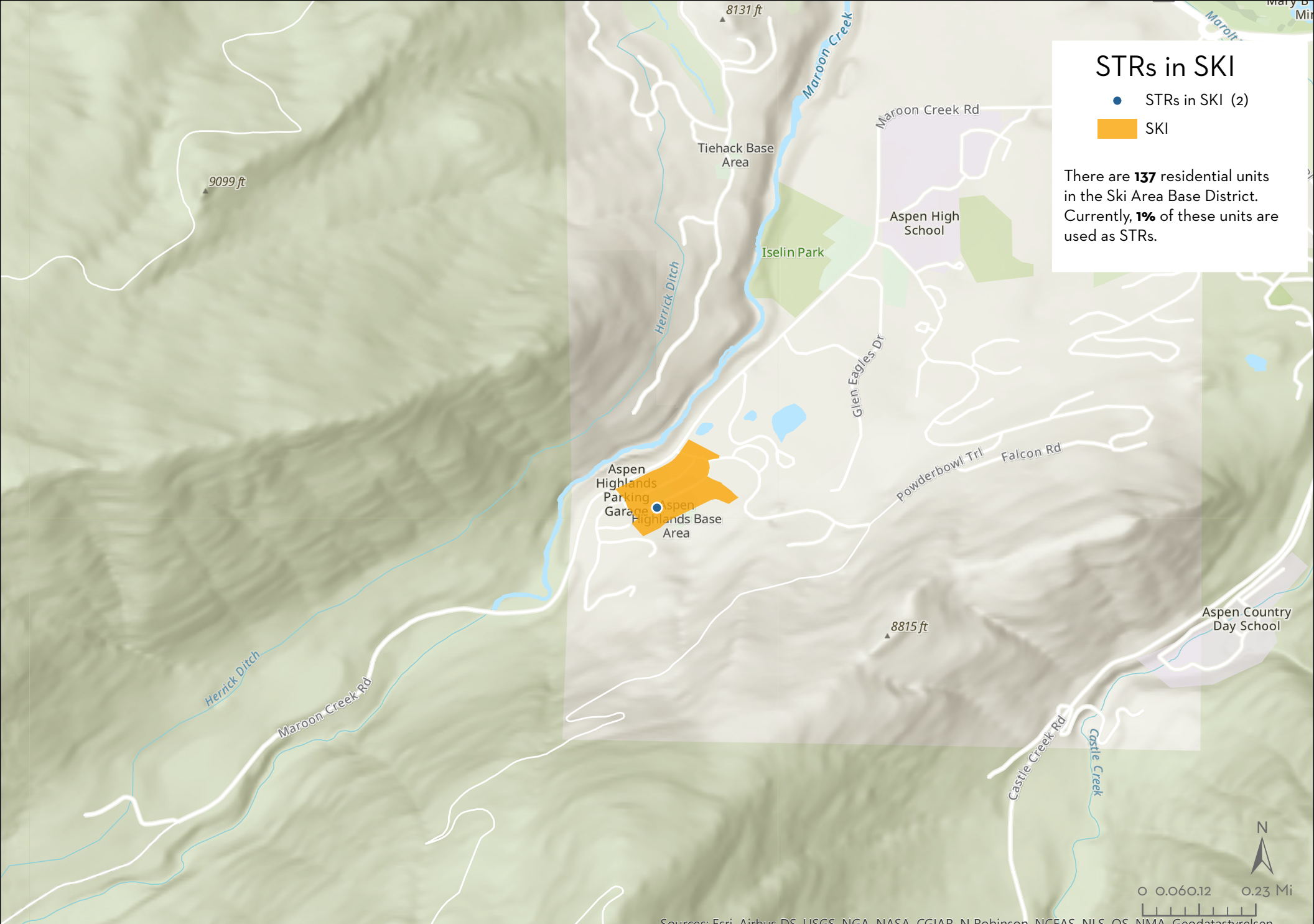




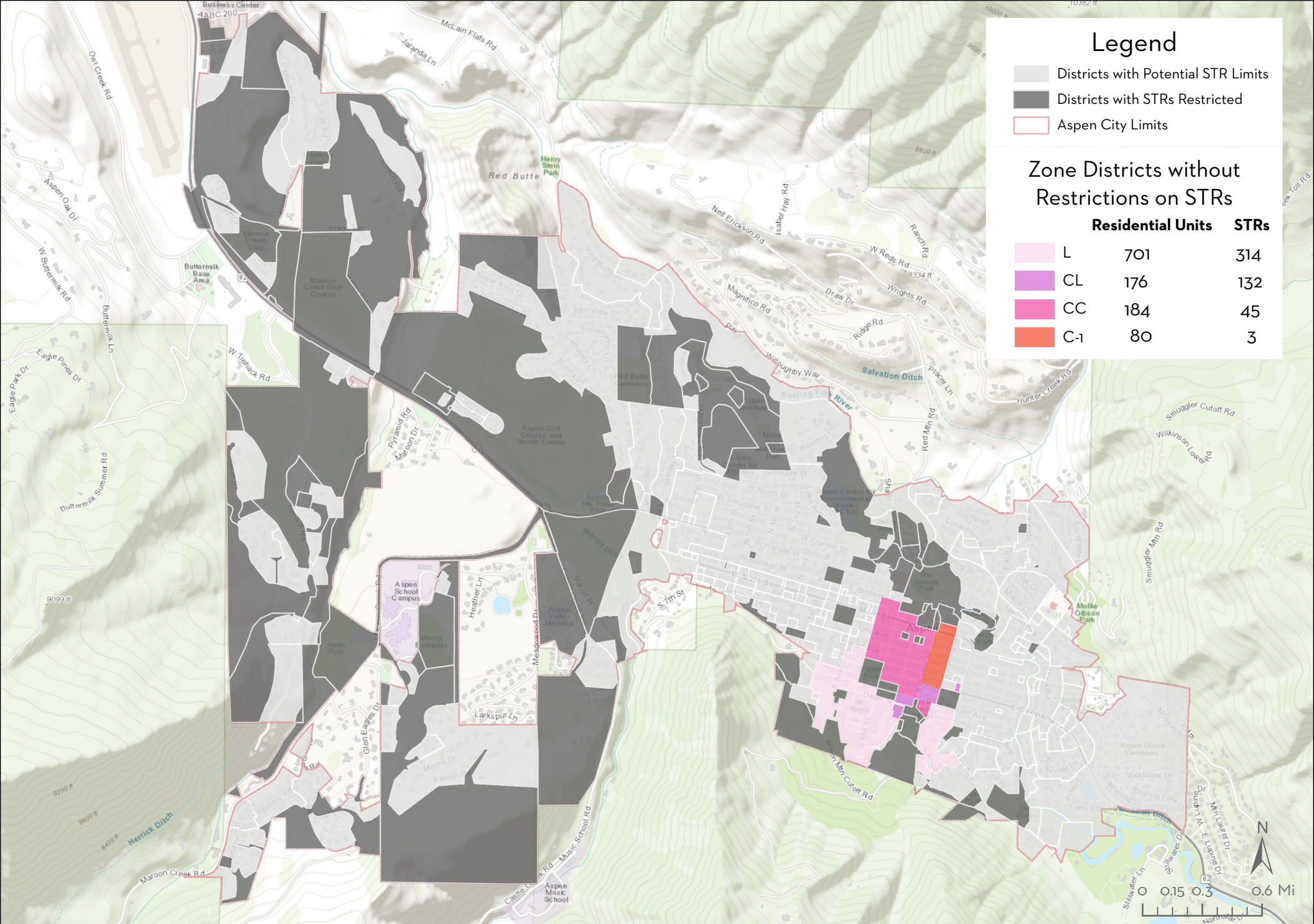
# STRs in MU at 50% of Existing Conditions



# STRs in MU at 25% of Existing Conditions



# Existing Short-Term Rentals in SKI



# Zone Districts with Restricted & Non-Restricted STRs

Zone District	Number of Residential Units	Number of Existing STRs	Existing Percent of STRs to Residential Units	100% of Current STRs (by Number)	Percentage of Total Residential Units by Zone at 75%	75% of Current STRs by Number	Percentage of Total Residential Units by Zone at 50%	50% of Current STRs by Number	Percentage of Total Residential Units by Zone at 25%	25% of Current STRs by Number
R-3 - High Density Residential	103	1	1%	1	NA	NA	NA	NA	NA	NA
R-6 – Medium Density Residential	650	109	17%	109	12.5%	81	8%	55	4%	27
R-15 – Moderate Density Residential	717	62	9%	62	7%	47	4%	31	2%	16
R-15A – Moderate Density Residential - A	99	10	10%	10	8%	8	5%	5	3%	3
R-15B – Moderate Density Residential - B	116	16	14%	16	10%	12	7%	8	3%	4
R-30 – Low Density Residential	162	0	0%	Currently there are none but since this is an allowed use we are showing a hypothetical 100% - 10	5%	Currently there are none but since this is an allowed use we are showing a hypothetical 75% - 8	3%	Currently there are none but since this is an allowed use we are showing a hypothetical 50% - 5	2%	Currently there are none but since this is an allowed use we are showing a hypothetical 25% - 3
RR – Rural Residential	20	2	10%	2	NA	NA	5%	1	NA	NA
R/MF – Residential Multi-Family	1413	254	18%	254	13%	190	9%	127	4%	63
R/MFA - Residential Multi-Family - A	747	15	2%	15	2%	12	1%	8	1%	4
AH - Affordable Housing	562	12	2%	12	2%	9	1%	6	1%	3
MU – Mixed Use	351	52	15%	52	11%	39	7%	26	4%	13
SKI – Ski Area Base	137	2	1%	2	NA	NA	1%	1	NA	NA
TOTAL NUMBER	5077	535		535		398		268		133
TOTAL BY PERCENT			11%		8%		5%		3%	

Short-Term Rental Ordinance Matrix - April 2022															
CAST Member Survey															
Agency	Allowed in Primary Residence?	Allowed in Non-Primary Residence?	License Required?	Limit # licenses issued?	Limit # of licenses issued per person?	Fees (note \$)	Done a Fee Study?	Which Taxes Required? (lodging, STR, excise, etc. Note %)	Who collects taxes, municipality or listing agency?	Neighbor Notification Required?	Concentration Limit? (i.e. # allowed/block)	Zoning Limitations? (i.e. STRS only allowed in certain zones.)	Occupancy Limits?	Limits on # of nights per year?	Require a “local responsible party” to take complaints?
Aspen	yes	yes	yes	no - but under mortorium for new licensing and expect limits	TBD	forthcoming	forthcoming	lodging and sale	licenseholder must remit to city	TBD. Aspen's new regulations will be published for first reading in late May 2022.	TBD	TBD	TBD	TBD	TBD
Avon	Yes	Yes	Yes, non-transferrable	No	No	\$75	No	4% sales tax, 4% accommodation tax, 2% STR Tax for Community Housing	Municipality	No	No	Short-Term Overlay District - primarily town core	No	No	No
Basalt															
Big Sky Resort Area District, MT															
Blue River	Yes	Yes	Yes	No	No	\$200/initial; \$150/annual	No	12.275% (includes 3.4% lodging tax)	State collects 8.875%; town collects the 3.4% lodging	no	no	no	2 people per bedroom plus 2	no	no
Breckenridge	Yes	Yes	Yes	Yes. 2200 excluding condo/hotels (which includes another 1600 plus STR licenses)	No	\$75-\$175 license tax plus a regulatory fee of \$400 per bedroom	Yes	Sales 2.4%, Accomodations 3.5%	Both	No	No	Town Council is looking into amending the current code to establish zoning limitaions. Estimated time for changes April/May of 2022	Yes. 2 per bedroom + 4 for the entire property	Only on owner occupied units - 21 days a year	Responsible agent has to be available by phone
Crested Butte	Yes	Yes	Yes	The number of unlimited vacation rental licenses are limited to a 30% cap of all the free market residential units located in the limited permitted zone districts.	No	\$750 for unlimited vacation rental license. \$200 for primary residence vacation rental license	Yes	9.4% total sales tax (Town, County, State, RTA), 4% local marketing district, 7.5% vacation rental excise tax = total tax rate of 20.9%	Listing agency remits to Town (& other relevant entities) as of April 1, 2022	Yes, all properties within 100ft.	No	Yes. 30% of non-deed restricted units in certain residential zone districts	Yes	Primary residence vacation rental licenses are limited to no more than 60 nights per calendar year.	Yes
Denver															
Dillon	YES	YES	YES	NO	NO	STR LICENSE FEE - \$250, PARKING FEE \$300 x # of spaces deficient	YES	SALES & LODGING TAXES	Lodging Taxes filed & remitted to Town; Sales taxes filed & remitted to State of CO (SUTS). VCAs with both Airbnb & Vrbo	No	No	No	Occupancy based on # of bedrooms (per County assessor records) x 2 occupants + 2 per property. Ex) 2 bedroom property has maximum occup. of 6 guests	No	Yes
Durango	n/a	n/a	not currently	n/a	n/a	n/a	in progress	sales	county	n/a	n/a	no STR-specific zone limits	n/a	n/a	n/a
Eagle County															
Estes Park	Yes	Yes	Yes	Yes for residentially zoned (322) No for commercially zoned	No	\$200 base fee \$50 per bedroom per Assessors	Yes to establish a workforce housing regulatory linkage fee	2% Local Marketing District Tax Vacation home workforce housing regulatory linkage fee \$1390 annual adj by CPI	Both. Town is statutory and does not collect its own tax. Regulations require each vacation home to have a sales tax license regardless of which agency they use to rent the property and collect sales and lodging tax	Yes	No	Allowed in all zoning districts except Office, Commercial Heavy and Industry zoning districts	Yes - 2 per bedroom plus 2 up to 8 unless a large vacation home application has been approved (still limited to 2 per bedroom plus 2; i.e. 5 bedrooms allows 12 occupany with approval of large vacation home application)	No	Yes
Fraser	yes	yes	yes	no	no	\$150/annually	in house, yes	Colorado State Tax 2.9% + Grand County Sales Tax 1.3% + Grand County Lodging Tax 1.8% + Fraser Town Sales Tax 5% which equals 11%	listing agency	no	no	no	no	no	yes

Frisco	Yes	Yes	Yes	No	No	\$250 annually	Yes, but only to cover program / license costs	Lodging: 2.35%; Sales: 2%; STR Excise: 5%	Both; depends on listing agency	No	No	No	Yes; essentially 2 people per bedroom plus 2	No	Yes
Glenwood Springs	YES	YES	YES	YES	NO	\$500 STR, \$300	Not recently	Lodging + Sales	Listing agency submits to City. Each permit requires specific business license	YES, within 250'	Cannot be within 250' of another existng permit	No	Set on Building inspection per limits of property maintenance code	NO	YES
Granby	No	Yes	Permit Required	No	No	\$100 applic. fee. \$300 to \$500 based on bedrooms	No	Sales	Agencies	No	No, but working on it	Yes	# Bedrooms x2 plus 4	No	Yes
Grand County															
Grand Lake															
Gunnison, City															
Gunnison, County															
Jackson, WY															
Ketchum, ID	Yes	Yes	Yes	No	No	\$527		Lodging	Municipality	No	No	Yes	Yes	Must be at least 2 nights a year	Yes
Leadville															
Mammoth Lakes, CA	Yes - Some zoning limits	Yes - Some zoning limits	yes	No	no	\$65 application fee, \$5-\$30 planning review fee, due for initial certification. \$13 annual renewal fee	Not recently	Transient Occupancy Tax 13%, TBID 1%	Operator collects Tax, Municipality collects from operator	No	No	Yes	Yes - Two per bedroom plus two	no	Yes - 24 hour emergency contact required
Moab, UT															
Mono County, CA															
Mountain Village	Yes	Yes	Yes	No	No	\$165 + \$22 per sleeping room	currently working on an impact fee study	Sales tax 4.0, lodging tax 4.5 total 8.5%	listing agency, property manager collect taxes and remit to Town	No	No	No	No	No	No
Mt. Crested Butte	Yes	Yes	Yes	No	No	\$350 for new and \$300 for renewal	Compared fees vs costs, maybe lowering the current fee but still TBD	MTCB sales tax - 5%, MTCB Excise Tax - 2.9%	Depends - we have an agreement with VRBO and Airbnb.	No	No	No	No	No	Yes
Ouray	Yes	Yes	Yes	Yes, 120	No	Yes (new license fee: \$600; annual renewal fee: \$350)	No - compared fees with GNAR's STR data from April 2021	3.5% Lodging/15% Excise/7.75% Sales	Municipality	No	None	Yes, no R-1 (low-density residential zone)	maximum: 2 persons per bedroom + 2 additional	30 days rented per year as a Minimum	Yes and responsible party must be within 45 minutes drive time
Pagosa Springs															
Park City, UT	yes	yes	yes	no	no	\$166 + \$29.74/BR	in progress	13.37 % total (3%County TRT; 32%State TRT; 1% City TRT; 1% City Sales; .25% County Sales; 4.85 %State; .25 County Transpo Option; .25 County Transp Infras.; .30 County Mass Transit; .25 County Add. Mass Transit; 1.6 City Resort Tax; .10 Utah ZooArtPark.	City, County, State	in some Single Family Zones, yes	no	yes, Prohibited in most Single Family Zoned areas (which are limited); and in a handful of Resort Zoned subdivisions by CCR's, but reinfoed in Code	no	no	yes
Routt County	NO	NO	STRs not allowed												
Salida	YES	YES	YES	66 (75%) - Residential Zones , 99 (70%) - C/2 Historic District, 71 (25%) - Hwy 291 Corridor, 16 (35%) - Industrial Corridor, 46 (70%) - Hwy 50 Corridor	1 per person or Business Entity	First time they apply- \$470 and during renewals it is \$270	Yes	Occupational Lodging Tax	Municipality	No	1 Per block in residential zones	There are no specific zoning limitations but there is an Administrative Review for STRs in all zones.	Yes, determined on size, number of bedrooms etc.	In residential zones there is a max 185 nights that can be rented.	Yes

Silverthorne	Yes	Yes	Yes	No	No	Yes. Studio –\$150; 1 Bedroom - \$200; 2 Bedrooms –\$250; 3 Bedrooms –\$300; 4 Bedrooms –\$350; 5 bedrooms – \$450; 6+ bedrooms – \$500	No	Town of Silverthorne, State of Colorado, Summit County Transit Tax, Summit Combed Housing Authority	Both	No	No	No	Yes	No	Yes
Snowmass Village	yes	yes	Yes if not managed by management company or Airbnb/VBRO	no	no		\$85 no	Lodging & Sales Tax	Municipality except Airbnb and VBRO collect on the renters behalf.	no	no	no	no	no	no
Steamboat Springs	yes	yes	VHR Permit required for SF/duplex outside of resort zone districts; new STR License to be adopted in 2022	no; considering a new overlay zone with caps	no	VHR Permit \$500; \$75 annual renewal; new fees to be adopted with licensing ordinance	no	Sales and lodging tax; Council is considering a STR excise tax	Voluntary collection agreements with VRBO and AirBnB	For VHR Permits only	no	Considering a new overlay zone for STRs	yes	no	yes
Summit County	Yes	Yes	Yes	No	No	Yes, depends on license type. Resort Overlay Zone = \$265 Neighborhood Zones: Type I = \$215; Type II = \$320; Type III = \$105 plus CUP fee: Class 2CUP = \$1,650; Class 4 CUP = \$4,925. Renewal= \$535 for pre-existing licenses, full fee for renewals on new license types under new regulations adopted in 2021.	In Progress	Sales tax = 6.375% collected by State. Summit County recieves 2% of this.	Listing agency if Air B&B or Expedia, otherwise submitted directly to the State.	No	No	Yes, only allowed in residential zone districts.	Yes, 2 guests per bedroom plus 2 additional guests, unless further restricted by On-Site Wastewater System. For lots in excess of 40,000 sq. ft. an owner may request additional guests through a Conditional Use Permit process.	No annual limit if property is within the Resort Overlay Zone. Within the Neighborhood Zone it depends on License type: Type I = unlimited nights for primary resident renting out a bedroom while host is present on property. Limit to 60 days per year if renting out entire home. Type II = limited to 135 nights per year. Type III = unlimited nights	Not required to be local but responsible party must respond within 1 hour of receiving a complaint.
Telluride	yes	yes	yes	Limited until 11/23. Limited to 750 licences for now.	no	Based on # of rooms. \$122/room	no	Lodging, STR tax, excise	Municipality	no	no	yes. Residential Zone district limits on # of rentals per year	no	Only in Residential Zone	yes
Teton County, WY															
Vail	Yes	Yes	Yes; Registration	No	No	\$5-\$10 for professionally managed units; \$150 for self-managed units	Yes	Sales Tax, Local Marketing District Tax	Municipality self-collects sales tax. Marketplace facilitators are required to collect and remit.	Only for Duplex Units	No	No	2 per bedroom + 2	No	Yes
Winter Park	Yes	Yes	Yes	No	No		\$125 No - antipacting in near future	4% Sales Tax, 1% Accommodation Tax, 2% Transit & Trails Tax	Listing Agency / or Municipality for independently listed	No	No	No	Safety Requirements list complying with fire and building code	No	Yes

Agency	Mandatory response time for the responsible party to address complaint?	Utilize a 24 hour call center for complaints?	Compliance Efforts? (Compliance monitoring company, internal staff, software,	STRs allowed on deed restricted units?	Use of moratoriums?	Total # of housing units	Number of licenses issued	% of residential units with STR licenses	Long Term Rental Incentives?	Weblink to STR ordinance(s)	Data/Metrics that demonstrate success of regulations?	New/Innovative programs to share?	Other Notes
Aspen	TBD	TBD	TBD	TBD	Yes. Currently in place		approx 1400		no				In process of writing a more comprehensive code
Avon	No	No	Internal Staff and LodgingRevs software for compliance notifications	No	No	4044	247 issued in 2021 / 326 active in April 2022	8.10%	None	<a href="https://www.avon.org/2108/Short-Term-Rental-Enforcement">https://www.avon.org/2108/Short-Term-Rental-Enforcement</a>	<a href="#">STR Tax for Community Housing totaled \$148,282 in Jan 2022 - the first month of inclusion in the municipal code</a>	Revisiting regulation strategies with Planning & Zoning Commission / Town Council in Spring 2022	The Town is considering a new tiered STR overlay relative to resident owned/occupied properties in specific areas, a registration program with health/safety/wellness components and a registration fee relative to management/administrative costs.
Basalt													
Big Sky Resort Area District, MT													
Blue River	no	no	Internal staff with Citizen Serve Software	N/A	No	798	185	23%	No	<u>yes:</u> <a href="https://townofblueriver.colorado.gov/short-term-rentals">https://townofblueriver.colorado.gov/short-term-rentals</a>	<u>yes</u>	no	License numbers and regulations are being reviewed
Breckenridge	60 minutes	Yes	Complinance/discovery software, 24/7 hotline, accommodation compliance adminstrator, community service officer	Yes, only certain deed restrictions	No	7599 - August 2021	4279 - April 2022	56%	Yes	<a href="https://www.townofbreckenridge.com/your-government/public-notices/2021-council-bills-and-ordinances">https://www.townofbreckenridge.com/your-government/public-notices/2021-council-bills-and-ordinances</a> <a href="https://www.townofbreckenridge.com/your-government/finance/s-hort-term-rentals">https://www.townofbreckenridge.com/your-government/finance/s-hort-term-rentals</a>		Lease to locals	
Crested Butte	Must be able to respond within 1 hour.	No	Compliance software- LodgingRevs in conjunction with internal staff	No	Yes. August 3, 2021-Augst 3, 2022	1244	194 unlimited vacation rental licenses currently. Can be upto 212 issued but we are currently in a moratorium. 10 Primary residence vacation rental licenses.	16% of total residential units	None	<a href="https://www.crestedbutte-co.gov/index.asp?SEC=ODA56E89-36E1-4A3A-8001-5F16483DEFCD&amp;Type=B_BASIC">https://www.crestedbutte-co.gov/index.asp?SEC=ODA56E89-36E1-4A3A-8001-5F16483DEFCD&amp;Type=B_BASIC</a>	The loss of long-term rental units in Town has stalled since enacting vacation rental regulations in 2018. Hard to draw causality, but there is a correlation.	None	Town will be reviewing and updating the vacation rental ordinance by the end of 2022.
Denver													
Dillon	60 minutes	Yes	Lodging Revs for: monitoring, hotline, licensing and tax filing.	No	No	1492	370	25%	Town is developing incentive for ADU (Accessory Dwelling Units), fees waived of approx. \$14K	<a href="https://library.municonde.com/co/dillon/codes/municipal_code?no-deld=DIMUCO_CH6BULIRE_ARTXISHRMRELI">https://library.municonde.com/co/dillon/codes/municipal_code?no-deld=DIMUCO_CH6BULIRE_ARTXISHRMRELI</a>	# of Properties licensed, lodging tax revenues	Updated STR regulations approved on 3/1/2022.	All STR licenses expire annually on 5/31.
Durango													
Eagle County	n/a	n/a	n/a	No	No	33,174	n/a	currently unknown	Yes	n/a	n/a	not yet - Minturn requires 2 yrs a primary residence before STR	Currently beginning nexus study using vendor. Licensing likely to follow. Fees/regs TBD.
Estes Park	Yes - 30 minutes	Yes	LodgingRevs for compliance and 24 hotline Code Enforcement Officer to enforce fines, suspension and revocation	No	Yes - moratorium on the Town's residential waiting list  As of October 2021 residential properties licensed are no longer transferable to a new owner	approximately 5,000	471 with 322 residential	unknown	No	<a href="http://www.estes.org/recordsportal">www.estes.org/recordsportal</a>		Residential Cap Moratorium on residential transferability Moratorium on accepting residential application due to growing waitlist to 6 to 8 years Implementation of workforce housing fee	
Fraser	yes, one hour	no call center, but a complaint portal or PD	yes, Munirevs software administered by staff	no	no	1800?	250	?	no	<a href="https://library.municonde.com/co/fraser/ordinances/municipal_code?nodeId=861987">https://library.municonde.com/co/fraser/ordinances/municipal_code?nodeId=861987</a>		Looking at increasing annual fees and non-compliance fees	

Frisco	Yes - 60 mins	Yes	Yes - Lodging Revs software and 1 internal staff	NO!!!	No	Approx 3650	Approx 730 (currently in renewal period)	20.00%	No	Short-Term Rental Regulations - Frisco Town Government (friscogov.com)	No	Excise tax passed April 5, 2020	
Glenwood Springs	NO	NO, just regular police dispatch	Quarterly monitoring of sites and listings done by staff	NO	NO	4,298 per Colorado State Demographer	99 Total, 88 STR, 11 ATR (Accessory Tourist Rentals)	2.30%	No	https://library.municode.com/co/glenwood_springs/codes/municipal_code?nodeId=TIT07-0DECO_ART070.030USRE_070.030.030UECST	In 2019 additional regulations were put in place that has resulted in a decrease of approximately 1/3 in permitted units	250' distance cap has worked well for us as well as required building inspections and fees for permits	
Granby	Yes	Yes and police	All. LodgingRevs	NA	No		350		No		Yes		
Grand County													
Grand Lake													
Gunnison, City													
Gunnison, County													
Jackson, WY													
Ketchum, ID	Yes	No	Yes (Granicus)	Unknown	No	Unknown	Unknown	Unknown	No	chrome-extension://efaidnbm	No	No	
Leadville													
Mammoth Lakes, CA	60 minutes	24 hour contact required, Town does not have 24 hour hotline in service	Yes - Online monitoring and staff of 3 full time and 1 part time on collection, enforcement and audits. Currently partnering with Rentalscape	No	We are considering due to impacts to local housing.	5,997	3,376		56% None at this time but considering options	https://library.municode.com/ca/mammoth_lakes/codes/code_of_ordinances	https://www.townofmammothlakes.ca.gov/DocumentCenter/View/5828	Transitioning from a operator based certification system to a property based certification system	Including the annual budget and TOT collection totals for each agency would be useful for comparison
Moab, UT													
Mono County, CA													
Mountain Village	No	No	Lodging Revs and internal staff	No	No	estimated 1695 housing units that could be rented	511 as of 2/28	0.301474926	No	<a href="#">Ch. 5.01 Business Licensing and Regulations   Mountain Village Municipal Code</a>		We are working on an STR impact fee study currently	
Mt. Crested Butte	Yes	No	Yes - compliance software	No	No	1676	668	39%	Yes - through the housing authoirty	<a href="https://mtcb.colorado.gov/sites/mtcb/files/documents/Ordinance%2010%20Series%202021.pdf">https://mtcb.colorado.gov/sites/mtcb/files/documents/Ordinance%2010%20Series%202021.pdf</a>	No	No	
Ouray	No	No	RentalScape/Deck ard	None- But heading in this direction	No	811 (2019 ACS)	100	12.30%	None at this time	https://www.cityofouray.com/city_offices/community_development_vs3/short-term_rentals.php	We have seen 8 previous or at one point "in process" STRs move to LTR because of the community discussion and potentially because of the 15% excise tax	Cap & Trade Program: if a property owner provides (3) long-term rental units, (1) STR license may be issued on the same property (e.g. "quadplex" can have 1 STR license if the City has met its cap, and if 3 LTR units are provided).	
Pagosa Springs													
Park City, UT	yes. 20 mins	yes	compliance monitoring company (GovOS/Lodging Revs)	no	no	8000 res units; Approx. 5100 NR units	2400	63%	primary residents (including rentals of 180 days +) pay .55 of appraised value; Rentals/2ndary pay 1%	https://parkcity.municipalcodeonline.com/boolean?type=ordinances#name=4-5-3_Regulation_Of_Nightly_Rentals			
Routt County													
Salida	NA	No	LodgingRevs/Muni Revs	No	Yes	Roughly 2600 housing units across all zones.	Currently 225 STR units in Salida	3.50%	Yes, City approved a program called Open Doors.	https://library.municode.com/co/salida/codes/code_of_ordinances?nodeId=CH6BULIRE_ARTVISHRMREBULI	Too early to determine since it was implemented in December 2021.		

Silverthorne	Yes	Yes	Yes	No	No	2500	220	8.80%	No	<a href="https://www.silverthorne.org/town-government/finance-administrative-services/short-term-rental-licenses">https://www.silverthorne.org/town-government/finance-administrative-services/short-term-rental-licenses</a>	No	No	None
Snowmass Village	no	no	none at this time	no	no		408 STR	Do not have a specific STR license yet.	None	No ordinance	N/A	None	Snowmass Village in the process of reviewing our STR process.
Steamboat Springs	no; but will implement this with new licensing ordinance	Under contract; will go live with new licensing ordinance	Contract with Granicus; dedicated STR compliance officer	no	yes, while overlay zone is being drafted	~10,000	225 VHR permits; ~3000 total STRs	VHR permits 2.25%; total STRs 30%	no				
Summit County	Yes, 1 hour.	Yes, complaint hot line can be used via telephonenumber or via weblink.	Yes, the County utilizes Host Compliance software and internal staff to monitor compliance.	No	Yes, County called a 90 day moritorium in 2021 to allow time to revise STR regs and ordinance.	Approximtley 16,000 units in unincorporated County	4,573 Licenses	Approximatley 28.4%	Yes, "Leasing to Locals Program" provides \$8,000 to convert STR to 5 month lease and \$20,000 for 1 year lease.	<a href="https://www.summitcountyco.gov/Documents/View/23986/STR-Regulations?bidId=">https://www.summitcountyco.gov/Documents/View/23986/STR-Regulations?bidId=</a>	No	Yes, previously mentioned Leasing to Locals Program and Housing Helps Program, which provides money to exisitng homeowners, or buyers, who agree to deed restrict their property to local workers.	N/A
Telluride	no	no	3rd party and a Town Clerk	no	yes currently until 11/23	??	750	?	yes	<a href="https://telluride.municipal.codes/TMC/6">https://telluride.municipal.codes/TMC/6</a>	no	not yet....	
Teton County, WY													
Vail	30 minutes between 11PM and 7AM; 60 minutes all other times	Yes	Utilize LODGINGRevs to monitor online listing platforms for compliance.	No	No	7,359	2,454	31%	None	<a href="https://codelibrary.amlegal.com/codes/vailco/latest/vail_co/0-0-0-18601">https://codelibrary.amlegal.com/codes/vailco/latest/vail_co/0-0-0-18601</a>			
Winter Park	60 Minutes	No	Lodging Revs	No	No	2,770	1,152	41%	Yes	<a href="https://wpgov.com/wp-content/uploads/2021/06/O552.pdf">https://wpgov.com/wp-content/uploads/2021/06/O552.pdf</a>	Registration new October 2021, have added more than 200 rentals to registration, so capturing previously unlicensed	Anticipate updates to policy in the coming year	Long-Term rental incentive partnering with business was good metric for understanding critical current workforce housing needs, partnering

# **ASPEN** DEFY ORDINARY

## **Welcome to Aspen!**

We are glad to have you here and look forward to sharing some tips & tricks for responsible and respectful visitation while staying in Aspen, which is located in Pitkin County, in the Roaring Fork Valley on the Western Slope of Colorado. May your experience Defy Ordinary.

### **Rocky Mountain High at 7,908 Feet:**

Aspen sits close to 8,000 feet (2438 meters), one of the most elevated cities in the United States. While many visitors are not affected by the altitude at all, some visitors notice the altitude and may experience symptoms including shortness of breath when walking upstairs, a slight headache, increased thirst and sometimes, disturbed sleep.

### *Alleviating Signs of Altitude Sickness*

- For starters, when you first get to Aspen, take it easy on the exercise and alcohol. Give your body ample time to properly acclimate.
- Turn on a humidifier in your bedroom to alleviate dryness while you sleep.
- Before coming to high altitude, and in the first few days, drink extra water, eat more carbohydrates, and if you can, ascend to high altitude slowly.
- Water is the number one way to help your body adjust to our thin and dry air. You need to drink twice the amount of water here as you would at home.
- The risk of sunburn is increased at high altitude. No matter what the season, always make sure to pack sunscreen, a hat, lip balm and sunglasses. If you happen to forget one of the high altitude essentials, these items (and so many more) are always readily available for purchase at Carl's Pharmacy.
- If you develop flu-like symptoms, violent headaches, vomiting or vertigo you may be experiencing severe altitude sickness and should seek medical help immediately.

### ***A quick note on water:***

- ***Aspen Tap Water – better than bottled! It's as fresh as it gets at the top of the water runoff. We encourage you to drink Aspen tap water when visiting in an effort to reduce the unnecessary waste created by single use plastic bottles.***

## **The Four Seasons – Sometimes all in one day!**

7,908 feet above sea level gives us a high alpine climate with low humidity & year-round sunshine.

- Always dress in layers when you are in Colorado. The weather can change rapidly, and you want to be prepared.
- Remember sunscreen and sunglasses - you are closer to the sun (even on a cloudy day).
- Please note when planning a spring or summer visit snowmelt rates vary from year to year, but on average:
  - Mid-April: Snow level around 8,000 feet.
  - Mid-May: Snow level around 9,500 feet.
  - Mid-June: Snow level around 10,000-10,500 feet.
  - Mid-July: Snow is usually mostly clear except on the highest north-facing slopes and passes.

## **WILDFIRE – A hot topic in the high country!**

- We encourage you to sign up for Pitkin Alerts while you are in town – this is a text message alert system that will notify you of any restrictions in place and evacuation information in the event [it](#) is needed: **TEXT: pitkin to XYZ123**
  - Please also note that wildfires and associated secondary impacts like mudslides can cause road closures. Know before you go with latest road conditions at [cotrip.org](http://cotrip.org)
- [Pitkinemergency.org](http://Pitkinemergency.org) provides Fire Restriction Information. Be proactive in understanding what stage we are in and respect those restrictions. This may mean an evening without grilling burgers, camping without a fire, the inability to smoke a cigarette out of doors and a favorite holiday without fireworks.
- Winter snowpack and springtime runoff directly effects our wildfire risks, which are particularly high in drought years.

## **Wildlife – We live in *their* backyard**

A diverse array of animals live amongst us in the Elk Mountains. Bears, deer, elk, foxes, coyotes, moose, and mountain lions are just some of large mammals you may see.

### *Bears*

- Bears often come into downtown Aspen looking for sustenance, particularly during drought years when their food supply is scarce. Aspen has black bears. There are no grizzlies in our neck of the woods.

- Do not leave food in your car – bears are known to break windows to get to food. Believe it or not, they also know how to open car doors. While Aspen is not known for theft, it's a good idea to lock your car doors to prevent bear damage.
- Lock your trash. Make sure that trash receptacles are latched, secure, and bear-resistant - it's the law in Aspen and failure to comply can result in fines up to \$1,000.
- Remove attractants by cleaning grills, keeping pet food indoors, and locking home doors and windows so bears don't get inside. It happens!
- Here's the fine print (can you believe we have to say this?): Bears are real wild animals with real teeth, sharp claws, and incredible strength. As adorable and cuddly as they might appear to be, they can be dangerous. As tempting as a selfie with a bear might be – PLEASE don't.
- In the event you are threatened by a bear, avoid eye contact, make yourself appear as large as possible by spreading your arms or a coat, make loud noises, walk away slowly, don't run, and fight back if attacked.

### *Moose & Mountain Lions*

We are seeing an increase to the moose population. If you find yourself in the vicinity of a moose, back away slowly and calmly and treat it with respect. If it becomes aggressive, get behind a tree, and play dead if attacked. Moose do not fear humans as much as most other wild animals, do not let this fool you.

- Moose view dogs as coyotes, which are a threat, and they will attack, which is why you should always keep your dog on a leash in common moose territory (which does include Smuggler Mountain Road).
- In addition, we also have a healthy mountain lion population.
  - In the unlikely event you are confronted by a mountain lion – maintain eye contact, speak firmly in a loud voice, never run away or crouch down, instead seem as large as possible, throw stones or branches in its direction, slowly create distance if possible, and fight back if attacked! Cats don't like to be challenged.
  - Avoid jogging or mountain biking in low-light conditions at dusk and dawn.

When in doubt: listen to your better nature and check out WildLives a joint initiative between Pitkin County & Colorado Parks & Wildlife.

### **Trash that Trash!**

Aspen values recycling – please make note of the recycling & trash pick up times in your rental unit and be mindful of bear safety when placing the trash in the appropriate location. There are multiple trash stations located at the base of popular trail heads, remember to discard any trash and doggy bags there and not on our trails.

### **Aspen – Friendly, but hard to park:**

Aspen is a pedestrian and bike friendly city. We invite you to park your car, or heck, don't even bother renting one, and utilize all the wonderful alternative modes of transportation we have to offer. Check out some of our public transit options below and choose the one that best suits you, depending on where your rental is located.

- Walk! (it's important for your brain not to go on vacation when crossing streets!)
  - Cross only at crosswalks and only when the walk sign is illuminated when crossing main street. When there are no crosswalks, cross between the corners, not in the middle of a block, and not diagonally.
  - Look both ways before crossing the street. We know the views are distracting but safety first.
  - Avoid the temptation of taking photos in the middle of the roads. The view is just as great and much safer from a sidewalk or park.
- RFTA Bus Service: <https://www.rfta.com/>
- We-Cycle Ride Share Bikes: <https://we-cycle.org/>
- Downtowner Service: <https://www.ridedowntowner.com/aspen>
- Rent a bike: <https://aspenchamber.org/explore/recreation/biking>

Using alternative transportation is a recipe for frustration-free movement PLUS it reduces your carbon footprint.

If you do need to use a car, be mindful of the speed limit. Since we are so bike & walk friendly, there are many pedestrians out and about and they have the right of way, so be alert and mind that speed limit!

### **How to? A few tips when you are out enjoying the trails.**

#### *General Trail Etiquette:*

- Who gets the right of way? Uphill hikers/bikers have the right of way of other hikers/bikers. Hikers have the right of way over bikers, and equestrians have right of way past both hikers and cyclists.
- Stay on the trail to avoid damaging vegetation.
- Stay out of wildlife closure areas and other areas closed to the public.
- Minimize your impact. Aspen trails are shared by many active people every day, so it's important to respect the trail and others you encounter on it. If you want to listen to music during your hike it's important to wear headphones to not disturb others tuning in to the peaceful sounds of nature. If you're a pet owner, a leash is necessary especially when the trail is extremely crowded. Leave your phone conversations at home and enjoy the sounds of nature.
- When hiking in winter: Add stabilizers to your shoes, such as Yaktrax, to give you more traction.

#### *Bikes*

Often riding your bicycle is the easiest mode of transportation for navigating the town. It's earth friendly and you don't have to circle the block for parking! It's also a great form of exercise on our bike-friendly trails and a rewarding way to experience the natural environment. Here's how to ride right:

- Walk your bikes and e-bikes on the brick pedestrian malls.

- Ride with traffic (i.e. stay to the right side of the road) unless you are turning left or passing a fellow biker.
- Ride single file.

### *Dogs*

To make sure your dog has an enjoyable trip and blends in with the local pack just like you, please adhere to the following regulations:

- Dogs must be leashed downtown and on all trails in Aspen and Pitkin Co. Open Space, including the pedestrian malls and the Rio Grande Trail, unless there is a noted exception.
- Dogs are allowed off-leash at Rio Grande and Wagner Parks, Marolt Open Space (and its pond which is open to dog swimming), as well as Smuggler Mountain Road.
- Pack out your dog poop. There are waste bags in a variety of convenient locations – so no excuses!

*For more information and content specific to river activities, skiing, backcountry travel, skinning and more visit: [aspenchamber.org/how-to](http://aspenchamber.org/how-to)*

**We invite you to take the Aspen pledge – which gives you an inside scoop on how much we love this place we call home:**

### **ASPEN PLEDGE**

I PLEDGE TO EXPLORE ASPEN RESPONSIBLY.

I WILL COME PREPARED FOR ANY EXPERIENCE.

I WILL FEED MY SENSE OF ADVENTURE, BUT NEVER FEED THE WILDLIFE.

I WILL FOREGO HIGH FASHION, AND DRESS FOR HIGH ELEVATIONS.

I WILL VENTURE INTO THE GREAT UNKNOWN WHILE STAYING ON THE KNOWN TRAILS.

I WILL CARVE THE SNOW AND NOT THE TREES.

I WILL FIND MYSELF WITHOUT MOUNTAIN RESCUE HAVING TO FIND ME.

I WILL HIT THE SLOPES WITHOUT HITTING THE OTHER SKIERS.

I WILL TAKE AWESOME SELFIES, WITHOUT ENDANGERING MYSELF-IE.

I WILL CAMP ONLY WHERE PERMITTED AND SECURE A PERMIT WHEN NECESSARY.

I WILL REMAIN IN ONE PIECE, BY LEAVING THE WILDLIFE IN PEACE.

I WILL ADHERE TO SKI PATROL CLOSURES AS I WANDER HERE AND THERE.

I WILL NOT SKI IN JEANS.





## MEMORANDUM

**TO:** Mayor and City Council

**FROM:** Nicole Henning, City Clerk

**DATE OF MEMO:** April 21<sup>st</sup>, 2022

**MEETING DATE:** May 2<sup>nd</sup>, 2022

**RE:** Citizen Board & Commission Appointment Interviews

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City Council has been conducting board interviews for various citizen boards twice a year, typically in January and June and have added a special round of interview for May. Council has shown desire to fill all boards with vacancies with qualified and passionate members of the community. To be consistent with how board interviews have been conducted in the past and do to the interest of these applicants, staff is recommending that Council interview the individuals for the board at the same time instead of conducting individual interviews.

Included in the packet for this board is a list of the current members, the most recent ordinance or code section as well as bylaws if available, and applicant resumes.



## **Planning & Zoning Commission**

### **Open Positions:**

**Two Regular Members**

**Two Alternate Members**

### **Current Members:**

<b>Teraissa McGovern, Chair</b>	<b>exp. 3/2026</b>
<b>Spencer McKnight, Vice Chair</b>	<b>exp. 7/2023</b>
<b>Brittanie Rockhill</b>	<b>exp. 3/2023</b>
<b>Sam Rose</b>	<b>exp. 4/2025</b>
<b>Christine Benedetti</b>	<b>exp. 3/2026</b>

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## ***Chapter 26.212. PLANNING AND ZONING COMMISSION<sup>1</sup>***

### **Sec. 26.212.010. Powers and duties.**

In addition to any authority granted the Planning and Zoning Commission (hereinafter "Commission") by state law or the Municipal Code of the City of Aspen, Colorado, the Commission shall have the following powers and duties:

- (a) To initiate amendments to the text of this Title, pursuant to Chapter 26.310;
- (b) To review and make recommendations of approval or disapproval of amendments to the text of this Title, pursuant to Chapter 26.310;
- (c) To initiate amendments to the Official Zone District Map, pursuant to Chapter 26.310;
- (d) To review and make recommendations of approval, approval with conditions or disapproval to the City Council in regard to amendments of the Official Zone District Map, pursuant to Chapter 26.310;
- (e) To review and make recommendations of approval, approval with conditions, or disapproval to the City Council on a Planned Development Project Review and to approve, approve with conditions, or deny Planned Development Detailed Review, pursuant to Chapter 26.445 - Planned Development;
- (f) To review and grant allotments for residential, office, commercial and lodge pursuant to growth management quota system (GMQS), pursuant to Chapter 26.470;
- (g) To make determinations of exemptions from the growth management quota system (GMQS), pursuant to Chapter 26.470;
- (h) To hear, review and recommend approval, approval with conditions or disapproval of a plat for subdivision, pursuant to Chapter 26.480;
- (i) To hear and approve, approve with conditions or disapprove conditional uses pursuant to Chapter 26.425;
- (j) To hear and approve, approve with conditions or disapprove development subject to special review, pursuant to Chapter 26.430;
- (k) To hear and approve, approve with conditions or disapprove development in environmentally sensitive areas (ESA), pursuant to Chapter 26.435;
- (l) To make its special knowledge and expertise available upon reasonable written request and authorization of the City Council to any official, department, board, commission or agency of the City, County, State or the federal government;
- (m) To adopt such rules of procedure necessary for the administration of its responsibilities not inconsistent with this Title;
- (n) To grant variances, not including variances to allowable FAR or height, from the provisions of this Title when a consolidated application is presented to the Commission for review and approval pursuant to Chapter 26.314;

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<sup>1</sup>Editor's note(s)—Ord. No. 41-2002 § 1, 2002 repealed former Chapter 26.212, which pertained to similar provisions and enacted a new Chapter 26.212 as herein set out. Former Chapter 26.212 was derived from Ord. No. 5-1988 § 2 as amended by Ord. No. 1-2002 § 3, 2002.

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- (o) To grant variances from the provisions of this Title when a consolidated application is presented to the Commission for review and approval pursuant to Chapter 26.314;
  - (p) To hear, review and approve variances to the residential design guidelines, pursuant to Chapter 26.410;
  - (q) To hear and decide appeals from and review any order, requirement, decision or determination made by any administrative official charged with the enforcement of Chapter 26.410, including appeals of interpretation of the text of the residential design standards. The Commission may only grant relief from the residential design standards. A variance from the residential design standards does not grant an approval to vary other standards of this Chapter that may be provided by another decision-making administrative body; and
  - (r) To hear, review and approve, approve with conditions or disapprove an application for Public Projects Review, pursuant to Chapter 26.500.

( Ord. No. 41-2002, § 1 ; Ord. No. 50a-2005, § 3 ; Ord. No. 12-2007, § 6 ; Ord. No. 31-2012, § 4 ; Ord. No. 36-2013, § 8 ; Ord. No. 46-2015, § § 5&6 )

#### **Sec. 26.212.020. Qualifications for membership.**

Members of the Commission shall be qualified electors in the City and have been residents of the City for at least one (1) year prior to appointment. No member of the City Council, the Mayor, a City employee or any appointed City official shall serve on the Commission.

( Ord. No. 41-2002, § 1 )

#### **Sec. 26.212.030. Membership; appointment, removal, terms and vacancies.**

- (a) The Commission shall be composed of seven (7) members and shall be appointed by the City Council. The City Council shall also appoint two (2) alternate members to the Commission. The first alternate member shall vote only in the absence of one (1) or more regular members. The second alternate member shall vote only in the absence of two (2) or more regular members or the absence of one (1) regular member and the first alternate. When a regular member resigns, the first alternate member shall automatically be appointed as a regular member in replacement and the second alternate shall become the first alternate.
- (b) All members serve at the pleasure of the City Council and may be removed for cause prior to the expiration of their appointment by a majority vote of the City Council. Cause may include, but is not limited to, the following: the Commission member has four (4) or more absences from regular meetings during the calendar year, the member is no longer a qualified elector or the member while in office is convicted of a felony or an offense involving moral turpitude.
- (c) All members, including the alternate, shall serve a term of four (4) years. There shall be no restraint on the number of terms any member of the Commission may serve.
- (d) When a member or alternate member is appointed to fill out the term of a departing member or alternate member, that person's term shall end at the time the departing person's term would have ended.
- (e) At the first regular meeting in January, the members of the Commission shall elect one (1) of their members as chairperson and one (1) as vice-chairperson. In the absence of the chairperson, the vice-chairperson shall act as chairperson and shall have all powers of the chairperson. The chairperson shall be elected for one (1) year and shall be eligible for reelection.

- 
- (f) The chairperson of any meeting of the Commission may administer oaths, shall be in charge of all proceedings before the Commission and shall take such action as shall be necessary to preserve order and the integrity of all proceedings before the Commission.
  - (g) The secretary of the Commission shall be the City Clerk or the City Clerk's designee. The secretary shall keep the minutes, shall notify Commission members of regular and special meetings and shall maintain the files of all studies, plans, reports, recommendations and development decisions by the Commission.
  - (h) Members of the Commission shall serve without compensation.
- ( Ord. No. 41-2002, § 1 ; (Ord 8-2015) )

#### **Sec. 26.212.040. Staff.**

The Community Development Department shall be the professional staff of the Commission.

( Ord. No. 41-2002, § 1 )

#### **Sec. 26.212.050. Quorum and necessary vote.**

No meeting of the Commission may be called to order without a quorum consisting of at least four (4) members of the Commission being present. No meeting at which less than a quorum shall be present shall conduct any business other than to continue the agenda items to a date certain. All actions shall require the concurring vote of a simple majority, but in no event less than three (3) concurring votes, of the members of the Commission then present and voting.

A motion receiving less than a majority of votes in favor or less than three (3) concurring votes shall constitute a failed motion and shall not be considered action. A tie vote on a motion shall be considered a failed motion and shall not be considered action. For applications where action is required, the application shall remain pending until action is taken.

( Ord. No. 41-2002, § 1; Ord. No. 12, 2007, § 7 )

#### **Sec. 26.212.060. Meetings, hearings and procedure.**

- (a) Regular meetings of the Commission shall be held on the first and third Tuesday of each month. Special meetings may be called by the chairperson of the Commission, a majority of the members of the Commission, the Mayor, a majority of the City Council or staff.
  - (b) All meetings and hearings of the Commission shall be open to the public.
  - (c) Public hearings shall be set for a date and time certain.
- ( Ord. No. 41-2002, § 1 )

**Print****Board / Commission Application - Submission #16610****Date Submitted: 4/15/2022****Instructions:**

Please submit your application along with a resume to the City Clerk's office. Interviews for board/commission openings will be held in January and June. Please check the residency and age requirements for the various boards.

**Name\***

Ruth Carver

**Street Address\***

116 S. Aspen St.

**Mailing Address**

116 S. Aspen St., Aspen, CO 81611

**Phone\***

563 299 4567

**Email\***

Ruthac48@gmail.com

**Board or commission for which application is made\***

Planning &amp; Zoning Commission\* ▼

\*\*For Aspen Next Gen Advisory Board Applicants: Must be 18 to 40 years old who live or work in Aspen

**I desire the appointment for the following reasons:\***

I have been a Planning and Zoning Commissioner until recently when my term expired in March.  
I find the issues, discussions and decisions to be very interesting.  
I have been an active participant in Aspen for a long time and care deeply about the present and future of our community.  
I wish to apply for the alternate position on the Commission. I can actively participate in discussions and share the voting process when members are not present.  
Contributing to our community is important to me.

**Resume\***

CF132481-2436-4229-981B-EB5C9C68D856.jpeg

Please Add File here.

**Electronic Signature Agreement**

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree

**Electronic Signature\***

Ruth A Carver

**What do you know about the Aspen Historic Preservation Commission or Planning & Zoning Commission?**

The Commission reviews land use applications and serves in an advisory position to City Council and also approves designated applications. Recommendations are made to Council on certain planning matters. Planning and Zoning Commission is made up of volunteer citizens who study the agenda and then discuss it after presentations by the various involved parties.

**What interests you about serving on this commission?**

I have been involved in Aspen a long time and care deeply about the present and future of our community. Each agenda item is varied and different and yet has an influence on Aspen in the future. I find the proposals and discussions interesting.

**What is your understanding of the public process related to community planning and / or the designation of historic properties?**

The Planning and Zoning Commission is presented materials by city staff on each agenda item. The applicant also presents its proposal. There is the opportunity for community to speak. The Commission discusses the proposal and then votes whether to accept or deny the application.

**What are your skills or knowledge that will help improve the commission?**

I feel my perspective is important because I have been around Aspen for a long time and seen many changes. I live in town and have attended very many planning and zoning meetings before I became a Commissioner. I wish to have input to the many changes and challenges facing Aspen. I also feel a good mix of Commissioners is important on any board. I will add to the mix.

**What is your general philosophy on the Aspen Area Community Plan?**

The comprehensive plan is the philosophy for growth management and land use. Development has become rampant and Aspen is doing its best to keep the core beliefs and appearance of our community intact. The plan is good. Control is difficult.

**This is a volunteer position that sometimes requires a lot of time and there is no compensation, how will you be able to commit to this?**

I can commit to this position with time and energy.

---

Ruth Carver  
116 S. Aspen St.  
Aspen, CO 81611

Grew up in Arvada, CO  
Graduated Arvada High School 1966  
Attended Cornell College 2 years  
Graduated U Iowa 1970 BA

Started skiing Aspen 1971  
Resided in Illinois and Iowa

Bought my Aspen home in 1997

Have Four adult children  
Two of which reside in Aspen  
Two grandchildren & soninlaw reside in Aspen

Trustee Aspen Community Church  
Board member Aspen Santa Fe Ballet

Husband Jim Schmidt

**Print****Board / Commission Application - Submission #16532****Date Submitted: 3/28/2022****Instructions:**

Please submit your application along with a resume to the City Clerk's office. Interviews for board/commission openings will be held in January and June. Please check the residency and age requirements for the various boards.

**Name\***

Jason R Suazo

**Street Address\***

226 Teal Court

**Mailing Address****Phone\***

9709872886

**Email\***

jsuazo404@gmail.com

**Board or commission for which application is made\***

Planning &amp; Zoning Commission\* ▼

\*\*For Aspen Next Gen Advisory Board Applicants: Must be 18 to 40 years old who live or work in Aspen

**I desire the appointment for the following reasons:\***

I feel like my experience as a Property Manager for the last ten plus years gives me insight into what the planning department is in need of. I understand what it actually takes to run and maintain homes in Aspen. I feel like my historical knowledge would be very valuable for city staff to understand how larger homes operate. I also live in a APCHA unit and am passionate about creating a system where there are enough local workers to keep Aspen the best destination in the country.

**Resume\***

Jason Suazo resume 3-2022.pdf

Please Add File here.

**Electronic Signature Agreement**

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree

**Electronic Signature\***

Jason R. Suazo

**What do you know about the Aspen Historic Preservation Commission or Planning & Zoning Commission?**

I understand this is the framework of building and preserving the look, feel and community members of Aspen.

**What interests you about serving on this commission?**

I want to make sure an appropriate amount of employee housing is generated per project.

**What is your understanding of the public process related to community planning and / or the designation of historic properties?**

I am very green in public process. I wish to learn more!

**What are your skills or knowledge that will help improve the commission?**

I work in the Property Management field and have extensive knowledge of large homes and what it takes to maintain and operate them.

**What is your general philosophy on the Aspen Area Community Plan?**

I generally agree with the plan. I would like to consider myself an environmental steward.

**This is a volunteer position that sometimes requires a lot of time and there is no compensation, how will you be able to commit to this?**

I welcome the opportunity to learn more about planning and zoning. I would consider this an opportunity, not a burden.

# Jason Suazo

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226 Teal Ct. Aspen, CO. 81612 | 970-987-2886 | [jsuazo404@gmail.com](mailto:jsuazo404@gmail.com)

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## Skills

- Deliver superior service
  - Organization
  - Staff and vendor supervision
  - Strategic planning
  - Contract negotiation
  - Technology and repair troubleshooting
  - Preventative Maintenance
  - Expense reporting
  - Estate management
  - Extremely handy
  - Microsoft Office, Lutron lighting systems and Crestron home automation
- 

## Director of Residences

*84 Lumber Co. Aspen, CO.*

November 2020-present

- Primary point of contact for 9,000 sq. ft. home in Highlands
- Source, hire and train staff to provide exceptional service for the Principals
- Managing scheduling of all service staff and vendors in Aspen
- Create and maintain a preventative maintenance program for multiple homes
- Schedule unexpected repairs for the property
- Troubleshoot and repair routine service items
- Create operations, policies and procedures manuals for multiple properties

## Operations Manager

*Renegade Management Inc. Aspen, CO.*

May 2014 - November 2020 (Previously: Operations Assistant, *Renegade Management* Dec. 2011 - May 2014)

- Coordinates, oversees efficient and effective operations of 11 buildings, 43,000 sq. feet of living space on 80 acres
- Manages family activities when in residence
- Determines weekly assignment and staffing requirements
- Researches, evaluates, negotiates and audits all contractors/vendors for HVAC, Plumbing, Fire Suppression, Roofing, Painting, Masonry, Electrical, A/V, Elevator, Security, Cleaning, Irrigation, Snow Removal and Landscaping Repairs

- Trains and directs staff/vendors in roles and responsibilities
- Creates and manages the yearly budget
- Creates short and long term maintenance/repair/capital improvement plans
- Performs skilled mechanical maintenance of facilities and necessary maintenance tasks
- Understanding of complex computerized HVAC systems and security equipment
- Supervise and oversee maintenance and construction projects for satisfactory, economical, and timely completion
- Archives vendor and internal receipts and reports in order to easily identify future needs
- Prepares records, reports and spreadsheets related to work performed
- Responds to property inquiries and issues 24/7

**Parks Department Seasonal Employee and Part-Time Wheeler Maintenance/Events**

*City of Aspen*

2011

- Parks lawn and Aspen mall maintenance, events help, and facilities maintenance
- Institutional knowledge of city buildings and locations
- Act as a guest services agent of behalf of the city

**Print****Board / Commission Application - Submission #16675****Date Submitted: 4/28/2022****Instructions:**

Please submit your application along with a resume to the City Clerk's office. Interviews for board/commission openings will be held in January and June. Please check the residency and age requirements for the various boards.

**Name\***

Thomas Gorman

**Street Address\***

980 E Hyman Ave, Apt 1

**Mailing Address**

same

**Phone\***

8476244232

**Email\***

tom\_gorman@outlook.com

**Board or commission for which application is made\***

Planning &amp; Zoning Commission\* ▼

\*\*For Aspen Next Gen Advisory Board Applicants: Must be 18 to 40 years old who live or work in Aspen

**I desire the appointment for the following reasons:\***

\*As an Aspen resident, I have an interest in being part of keeping my town a desirable place for myself and others to live, work, and play.

\*In my prior town (Winnetka, Ill) I participated in civic life in a limited way and found that I had something to contribute. Winnetka and Aspen are similar in many respects. I think my experiences can be transferred to Aspen.

\*Being retired, I now have more time to devote to our community.

**Resume\***

Tom Gorman Volunteer.docx

Please Add File here.

**Electronic Signature Agreement**

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☒ I agree

**Electronic Signature\***

Thomas Gorman

**What do you know about the Aspen Historic Preservation Commission or Planning & Zoning Commission?**

Not very much. I've never needed to deal with P&Z in any direct way.

**What interests you about serving on this commission?**

I think both the planning and zoning functions of this board can be significant in defining the quality of life within our town's borders. For each of us, zoning codes can affect the look, feel, safety, and livability of our homes, neighborhoods, and commercial buildings.

Over a longer period, the importance of a robust planning process becomes more evident. A well-designed Community Plan can provide a template that can guide more temporal decisions, so that they adhere to the priorities of the town's citizens.

**What is your understanding of the public process related to community planning and / or the designation of historic properties?**

I don't think I was here when Aspen's last Community Plan was drafted. I did participate in writing questions for our annual community surveys in Winnetka. While the recurring questions in that town were somewhat different than here, it was accepted that anyone could serve on the drafting committees, and that Winnetka's Village Council would seek to follow the wishes expressed by survey respondents. It was probably the most democratic type of local government I've been part of, and it seemed to work pretty well.

**What are your skills or knowledge that will help improve the commission?**

Hard to say. I don't know who I'd be serving with, so can't know what elements I might add to the mix. I do have nearly 70 years of life experience, and have served in organizations in the business and not-for-profit sphere. I haven't done much that involved government.

**What is your general philosophy on the Aspen Area Community Plan?**

If I'm selected for P&Z, I'll read the current one! In general, I think a plan is as useful as the quality of the inputs, and the willingness to follow its recommendations, allow.

**This is a volunteer position that sometimes requires a lot of time and there is no compensation, how will you be able to commit to this?**

I am now retired. I have plenty of interests to keep me busy, but would be glad to add service on Aspen's P&Z, as I think it's important to engage in civic life in one's community. To me, there's an analogue with jury duty- if we want the benefits of a jury system, we should expect to contribute some of our time to help it work.

April 28, 2022

Aspen City Council,

In lieu of a full resume, I can give you a brief summary of my volunteer work.

I was self-employed for 30+ years as a broker/dealer in derivative instruments. I was a member Of the Chicago Board of Trade, the Chicago Board Options Exchange, and the Midwest Options Exchange, as well as owning an Associate membership at the Board Of Trade

I was active at CBOE in committee work, serving on, among others, Finance, Rules and New Products.

I served several terms as a director of my downtown athletic club.

I taught Sunday School for several years. I also served on our Church Vestry.

I served as president of Glencoe (IL) Family Services.

I was an assistant Scoutmaster for nine years with Winnetka's BSA Troop 20.

I volunteer in various roles for Skico when they produce events locally.

Tom Gorman

**Print****Board / Commission Application - Submission #15869****Date Submitted: 12/26/2021****Instructions:**

Please submit your application along with a resume to the City Clerk's office. Interviews for board/commission openings will be held in January and June. Please check the residency and age requirements for the various boards.

**Name\***

William (Bill) Guth

**Street Address\***

150 N 8th St

**Mailing Address**

625 E Main St STE102B-233 Aspen CO 81611

**Phone\***

9703002120

**Email\***

bill@wnggroup.com

**Board or commission for which application is made\***

Planning &amp; Zoning Commission\* ▼

\*\*For Aspen Next Gen Advisory Board Applicants: Must be 18 to 40 years old who live or work in Aspen

**I desire the appointment for the following reasons:\***

I have 12 years of experience in development of residential and commercial property in the City of Aspen. I would like to contribute to responsible land use policy making to help thoughtfully shape the future of development in Aspen. I love our town and respect the work of so many before me that have helped make Aspen the unique place that it is and completely appreciate the delicate balance required to preserve these qualities.

**Resume\***

Document1.pdf

Please Add File here.

**Electronic Signature Agreement**

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☒ I agree

**Electronic Signature\***

William Guth

**What do you know about the Aspen Historic Preservation Commission or Planning & Zoning Commission?**

I have a tremendous amount of experience with applying for historic projects and presenting to HPC. Although I have not appeared before Aspen's P&Z board previously, I have presented to and worked with P&Z boards in other communities.

**What interests you about serving on this commission?**

Helping to shape our land use policy and exemptions in a thoughtful, responsible way

**What is your understanding of the public process related to community planning and / or the designation of historic properties?**

I believe I have a complete understanding of the public process as it pertains to planning and historic designation

**What are your skills or knowledge that will help improve the commission?**

Development experience - 10+ residential development/restoration projects in the City of Aspen, many of which were historic. Experience working with City of Aspen comdev staff.

**What is your general philosophy on the Aspen Area Community Plan?**

Generally thoughtful and agree with its direction, though outdated in some regards

**This is a volunteer position that sometimes requires a lot of time and there is no compensation, how will you be able to commit to this?**

I am self employed and have flexibility with my schedule.

Please visit [www.stagefinehomes.com](http://www.stagefinehomes.com) for information about my experience with projects in the City of Aspen.



## **Kids First Advisory Board**

### **Open Positions:**

**One Alternate Member**

### **Current Members:**

<b>Stefan Reveal - Co-Chair</b>	<b>exp. 2024</b>
<b>Sue Way / Co-Chair</b>	<b>exp. 2023</b>
<b>Beth Cashdan</b>	<b>exp. 2024</b>
<b>Michaela Idhammar</b>	<b>exp. 2024</b>
<b>Rebecca Paschal</b>	<b>exp. 2024</b>
<b>Chad Schmit</b>	<b>exp. 2023</b>
<b>Jessica Garrow</b>	<b>exp. 2024</b>
<b>Mimi Hauenstein, ALT</b>	<b>exp. 2025</b>

## BYLAWS OF THE KIDS FIRST ADVISORY BOARD

Adopted \_\_\_\_\_

**Section 1. Name:** The name of this board shall be the Kids First Advisory Board (KFAB).

**Section 2. Purpose:** Promote the availability of quality, affordable early childhood care & education; Provide access to early childhood information and resources.

**Section 3. Policy:**

- Increase the quality of early childhood education and care.
- Maintain affordability of programs and provide information regarding the true cost of childcare.
- Increase and maintain the availability of childcare programs.
- Increase public education and awareness about the importance of early childhood education.
- Increase knowledge of early childhood development and parenting for families with young children.

**Section 4. Function:**

Kids First Advisory Board members are expected to be an advocate for Kids First; to develop annual and long-term goals that further the mission of Kids First; to attend scheduled meetings; to be a community ambassador in collaborative efforts that promote the goals of Kids First; and to make recommendations to Aspen City Council that promote Kids First efforts on behalf of young children and their families.

Kids First Advisory Board will conduct all business in an open and public setting, except that executive sessions may be convened in accordance with the state law and Aspen Municipal Code.

**Section 5. Membership**

The City of Aspen and Kids First Advisory Board seek members that represent diverse perspectives and are inclusive of the community that we serve. Equity begins with young children. This means that everyone has a fair and just opportunity to thrive and reach their potential. This requires that we remove obstacles such as poverty, discrimination, racism — and all their consequences — including powerlessness and lack of access. It's about making sure people have what they need to thrive.

1. Appointments. Appointment to the Board shall be made by the Aspen City Council, as set forth in Section 2 of Ordinance No. 16 (Series of 2020). There shall be a total of seven (7) members and two (2) alternates.
2. Term. Each member shall be appointed for a term of 3 years. After each 3-year term, a member will have the option to serve another 3-year term or rotate off the Kids First Advisory Board.
3. Replacement. When a permanent board member seat becomes open, an alternate may move into the vacated position through a motion by the Board. When an alternate is not available or does not desire to become a permanent member then the replacement board member(s) shall be appointed by City Council as set forth in Section 2 of Ordinance No. 16 (Series of 2020). Subject to City Council consent board members may attend interviews of applicants and the board will submit a recommendation on applicants to City Council.

4. Removal. A Board member may be removed from the Board for good cause only, by vote of the City Council, after recommendation (for or against) is made by the Board. The Chair may request the City Council to remove a Board member who is absent from more than six regularly scheduled meetings within a calendar year upon resolution of the board. (In case of extenuating circumstances, the Board may choose to make an exception to this point). Good cause for removal shall also include failure to disclose potential conflicts in accordance with item 6 of this Section 5 of these Bylaws.
5. Alternates. Two alternate board members may be appointed by the City Council. An alternate Board Member shall have no voting rights, provided all seven regular Board Members are in attendance at a meeting. If fewer than seven regular Board Members attend a meeting, at which an alternate Board Member is present, the present alternate Board Member may vote in place of a missing regular Board Member. The voting priority of each alternate Board Member shall be determined upon appointment by City Council, such that if there are two alternate Board Members present at a meeting at which one regular Board Member is absent, the first alternate Board Member may vote in the absent regular member's place.
6. Conflict of interest disclosure. In order to facilitate fair, open and honest debate among all Board Members at any meeting, it shall be incumbent upon each Board Member to disclose any conflict of interest or potential conflict of interest with respect to the discussion of any topic. Kids First Advisory Board members are subject to City of Aspen Rules of Ethical Conduct, Aspen Municipal Code, Chapter 2.02. Such rules require you to (1) disclose your interest; (2) refrain from voting; (3) physically absent yourself from the room; and (4) not discuss the matter with your fellow Kids First Advisory Board members.
7. Compensation. Members will not receive any compensation for their services.

#### **Section 6. Officers:**

The officers of the Kids First Advisory Board shall be a 2 co-chairpersons and may include such other officers as the Board may from time to time appoint. The Chair and Vice-Chair shall be selected from the members of the Board.

The Board at the June meeting shall appoint the Chair and Vice-Chair. Subject to earlier termination, each officer shall hold office for up to 2 years and until their successor shall have been duly appointed. A member has the option of declining appointment to office. Any other officers shall be appointed by the board at any meeting and will serve at the pleasure of the Board.

Should the Chair or Vice-Chair become vacant, the Board shall appoint the successor through a motion at a regular or special meeting of the Board and such appointment shall be for the unexpired portion of the term.

The chair/vice chair shall preside at all meetings of the Board and work with the Kids First director to develop the agenda.

#### **Section 7. Committees:**

8. Financial Aid Committee reviews financial aid applications and approves financial aid awards based on Aspen City Council funding and Kids First Advisory Board procedures. The financial aid

committee meets at least quarterly and may make decisions via email. Recommendations for any exceptions to the funding rules are made to the Kids First Advisory Board.

9. The Chairpersons, with the approval of the Board, may appoint special committees at any time to perform special functions for the Kids First Advisory Board. Such committees shall be dissolved when their tasks have been completed. Committees may include persons who are not Kids First Advisory Board members.

## **Section 8. Meetings:**

Meetings shall take place at least ten times per year. Meetings dates shall be set and scheduled by the Board and posted publicly. Attendance shall be in person, if attendance cannot be in person the board member can attend virtually.

A special meeting may be called at any time by the Chair or by request of two members of the Board. A minimum notice of twenty-four hours is required.

Voting shall be either by voice or roll call vote. A roll call vote shall be conducted upon the request of a member of the Board or at the discretion of the presiding officer. Any action requiring a vote shall be decided by a simple majority.

A majority of members of the Board shall be necessary to constitute a quorum for the transaction of business.

Robert's Rules of Order shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

Kids First staff shall provide the Board advance notice of all meetings. Staff shall deliver, in advance, minutes of the previous meetings and copies of material to be studied or acted upon, including an agenda, and other items necessary for discussion.

All meetings shall be open to the public, except for executive session as authorized in the Colorado Open Meetings law, C.R.S. 24-6-402.

During a declaration of an emergency by the City, State or County, meetings may be conducted through virtual meeting platforms.

## **Section 9.**

The Board of Directors by a vote of a majority of the Board at any regular or special meeting, in which a quorum is present, shall have power to make, amend and repeal the By-Laws of the Corporation.

That the undersigned does hereby certify that the above and foregoing By-Laws of the Kids First Advisory Board were duly and regularly adopted by the Board; and that the above an foregoing By-Laws are now in full force and effect. The foregoing By-Laws amend and supersede any and all previously adopted by-laws of the Kids First Advisory Board.

Dated as of the \_\_\_\_ day of \_\_\_\_\_ 2020.

---

Co-Chair Person.

**Print****Board / Commission Application - Submission #16602****Date Submitted: 4/14/2022****Instructions:**

Please submit your application along with a resume to the City Clerk's office. Interviews for board/commission openings will be held in January and June. Please check the residency and age requirements for the various boards.

**Name\***

Logan Hood

**Street Address\***

0405 Castle Creek Road Aspen, CO 81611

**Mailing Address**

360 W. Sopris Creek Road Basalt, CO 81621

**Phone\***

970-379-0781

**Email\***

loganhood5@gmail.com

**Board or commission for which application is made\***

Kids First Advisory Committee



**\*\*For Aspen Next Gen Advisory Board Applicants: Must be 18 to 40 years old who live or work in Aspen**

**I desire the appointment for the following reasons:\***

I have been in the Roaring Fork Valley for 15 years, my spouse was born and raised in Basalt. For four years I was a program Director for a mobile early childhood program that served ages 3-5 that was a serving low income families in the RE2 school district. Most recently in my role at Community Health Services I helped partner with Kids First to support their need for an interim nurse consultant to support license programs with questions related to immunizations, COVID protocols, communicable disease outbreaks, medical delegation and help with messaging to parents. I am also on the board for Growing Years Preschool and have a son who is 3 years old. I work full time at the Health and Human Service Building in Aspen and reside in Pitkin County. I would like to support the early childhood efforts being done locally and apply my passion, knowledge and experience for early learning, health equity and nonprofit management. Thank you.

**Resume\***

Resume Logan Hood 2022.docx

Please Add File here.

**Electronic Signature Agreement**

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree

**Electronic Signature\***

Logan J. Hood

**What do you know about the Aspen Historic Preservation Commission or Planning & Zoning Commission?**

**What interests you about serving on this commission?**

**What is your understanding of the public process related to community planning and / or the designation of historic properties?**

**What are your skills or knowledge that will help improve the commission?**

**What is your general philosophy on the Aspen Area Community Plan?**

**This is a volunteer position that sometimes requires a lot of time and there is no compensation, how will you be able to commit to this?**



# Logan Hood

360 W Sopris Creek Road, Basalt, Colorado 81621

T: 970.379.0781 E: [loganhood5@gmail.com](mailto:loganhood5@gmail.com)

<https://www.linkedin.com/in/logan-hood360/>

**Profile** *Driven manager with over 10 years of professional nonprofit experience with a passion for advocacy, health equity, education and systems-driven social impact.*

- Experience**
- Community Health Services, Inc.** Aspen, Colorado 8/2020- Present
- Executive Director. Develops and supports preventive health program's mission, goals, vision, and expectations of agency. Reporting to the Board of Directors, works with and supervises staff, prepares and monitors a \$1.5 million budget, investigates and applies for additional funding sources, develops and monitors federal, state and local contracts, assumes responsibility for investigating and creating health programs to fulfill the needs of the community, and collaborates with federal, state and local agencies to provide immunizations, prenatal, reproductive health, breast, cervical and STD screenings.
- West Mountain Regional Health Alliance**, Glenwood Springs, CO 10/2019-3/2020
- Assist Executive Director with facilitation and organization of a coalition of healthcare leaders, providers and agencies all working to improve physical, behavioral and oral health inequities within Pitkin, Eagle, Garfield and Summit Counties.
- Aspen Community Foundation**, Basalt, Rifle, CO 3/2015-4/2019
- Program Director. Aspen to Parachute Cradle to Career Initiative (CCI). Managed a signature project of CCI called Preschool on Wheels serving the Re-2 School District. The program filled a critical gap within an educational desert to ensure kindergarten readiness, school success and parent coaching. Representing the Foundation, role included program operations, fundraising, managing staff, planning parent programs and trainings. Connected families to community resources. *Program concluded 5/2019.*
- Response: Help for Survivors of Domestic Violence and Sexual Assault** 7/2013-3/2015
- Executive Director. Managed staff, hotline volunteers and confidential, sensitive domestic violence and sexual assault cases. Supervised 24-hour crisis helpline, emergency shelter, community and school-based prevention programs, legal and medical advocacy efforts. Offered support groups and lead public awareness campaigns "Stop Fighting it Hurts" and "Promotoras".
- Susan G. Komen Breast Cancer Foundation**, Aspen, CO 2/2010-7/2013
- Executive Director. Spearheaded local community needs assessments that cancer prevention grants to Pitkin, Eagle and Garfield counties for direct service providers for screening, treatment and support services for low-income, uninsured and/or underinsured. Produced major year-round fundraising, site visits and education campaigns. Aspen Affiliate, one of 120 national branches merged with the Denver Affiliate in July 2013.

## Education

**Masters**, Nonprofit Management and Leadership, Regis University, Denver, CO, 2012

**Bachelors**, Communication, San Diego State University, San Diego, CA, 2007

**Associates of Arts Degree**, Grossmont Community College, San Diego, CA, 2005

**High School Diploma**, Enterprise High School, Redding, CA, 2002

## Volunteer & Community Engagement

Featured in Aspen Magazine: *Women of Aspen: The new generation of making a difference*, (Spring Issue, 2014)

Aspen Valley Hospital, Community Advisory Committee Member (2014-2017)

Buddy Program, Mentor (2007-2019)

College Trek, Mentor (2014-2016)

English in Action, Tutor (2018)

### **Growing Years School, Vice President Board Member (infant-preschool) (2020-Present)**

Lucky Day Dog Rescue of Colorado, Board Member/Education Coordinator (2013-2020)

RESPONSE, Board Member and Crisis Hotline Volunteer Advocate (2008-2013)

Spring Board Aspen, Board Member, Grants Chair (2010-2012)

### **wForum, Women's Forum Member and Group Facilitator (2013-Present)**

Women's Foundation of Colorado, Roaring Fork Steering Committee Member (2010-2013)

## Skills

**Grants:** Writing, reporting, community grant-making, research and cultivation.

**Financial:** Budget creation and planning, development and strategy, reporting and benchmarks.

**Fundraising:** Special events, sponsorships, alumni networks, legacy giving, tribute gifts, giving circles, personal solicitation and stewardship of prospects and donors.

**Nonprofit Management:** Board and governance administration, community needs assessments, policy and procedures, advocacy, community organizing strategy, meeting and group facilitation, public speaking, volunteer recruitment and retention.

**Personnel:** Human resources, coach, manager, team building, on-boarding, training, performance evaluator, goal setting, mentor and mediator.

**Programs:** Design prevention, education and direct service programming, outcomes measurement, case management.

**Technology:** HP and Apple Systems, website design, newsletter creation, database management, social media management, data collection and evaluation, electronic health record, health management system, social marketing and advertising.



## **Next Generation Advisory Board**

### **Open Positions:**

**Two Regular Members**

**One Alternate Member**

### **Current Members:**

**Nicholas Byrne** exp. 1/2023

**Cody Horn Davis** exp. 3/2026

**Lucas Wampler** exp. 3/2026

**Ashley McKnight** exp. 3/2026

**Bodhi Stewart** exp. 3/2026

## **Next Generation Advisory Commission (NGAC)**

The Aspen Area Next Generation Advisory Board, an unincorporated association, agrees to the following By-Laws effective this 10<sup>th</sup> day of June, 2013. These By-Laws supersede and replace any and all prior By-Laws of the Board.

### **1. DEFINITIONS:**

- 1.1. Annual Meeting: has the meaning described in Section 4.5.
- 1.2. Commission: Commission refers to the Aspen Area Next Generation Advisory Commission which shall have an existence as determined by the Aspen City Council. .
- 1.3. Constituency: all 18-40 year olds who live or work in the Aspen area.
- 1.4. Executive Committee: has the meaning described in Section 5.
- 1.5. Goals: Goals are defined in Section 2.2.
- 1.6. Members: Members are defined in Section 3.1.

### **2. MISSION AND GOALS:**

2.1 Mission: To advance the policy interests of the 18-40 year old demographic who live or work within the Aspen area.

2.2 Goals: The Board shall vote to approve annual Goals that promote the Mission at the Annual Meeting.

### **3. MEMBERSHIP:**

3.1 Members. There shall be one class of Members who will be comprised of individuals between the ages of approximately 18-40 years old who live or work in the Aspen area.

3.2 Expectations of Members. Members are expected, amongst other things, to: (i) attend at least 75% of the Board meetings throughout the year, in person or by phone, (ii) sit on and actively participate in a committee, (iii) attend a majority of committee meetings, in person or by phone, and (iv) be an active and accountable participant in accomplishing the annual Goals.

### **4. BOARD:**

4.1. General Powers. The Board shall have the responsibility, duty and power to address the needs of the Constituency; to identify or propose the creation of policies and programmatic opportunities; to address those needs and to inform the necessary elected and appointed officials of those needs. The Board shall also serve as the meaningful voice to ensure that the Constituency is engaging with the City of Aspen.

## BY-LAWS OF THE ASPEN AREA NEXT GENERATION ADVISORY BOARD

A. 4.2. Number, Tenure and Qualifications. Seven members and alternates shall be appointed by the City Council to the Board and each appointment must live or work in the Aspen Urban Growth Boundary. All members shall be within the targeted demographic and if they get too old, they're out! Membership will consist of no less than seven (7) and no more than twelve (12) – inclusive of alternates. A majority of the Members must be City of Aspen residents. All Members must live or work in the Aspen Urban Growth Boundary. Members shall serve four-year terms.

All efforts will be made to appoint a commission that is representative of the Next Generation demographic – in terms of age ranges, gender, working classification/incomes and interests.

Initial terms will be split between 1-year, 2-year, 3-year and 4-year terms so as to create staggered terms– those initial appointments would be as follows:

Skippy Mesirow - Chair - 4 years  
Christine Benedetti - Co-Chair - 3 years  
Jennifer Bennett - Treasurer - 2 years  
Kimbo Brown-Schirato - 1 year  
Jill Teehan - 4 years  
Lindsey Palardy - 3 years  
Summer Woodson-Berg - 2 years  
ALT: Catherine Lutz - 1 year

4.3. Election of Members; Election of the Executive Committee. All openings on the Commission will be filled by an appointment made by a majority of the Aspen City Council. The NGAB may make recommendations to the City Council for candidates to be interviewed, but an application must be made to the City Council in a manner designated by the City Clerk. At the Annual Meeting, the Commission shall elect Executive Committee members for a one year term as follows: (i) Chair of the Commission, (ii) Vice-Chair of the Commission, (iii) Treasurer and (v) any other officers the Commission determines are necessary..

4.4. Regular Meetings. Regular meetings of Commission shall be held throughout the year as determined by the Members. The Commission will meet at least six times throughout the year. The Chair shall provide the Members with at least 10 days written notice of the location together with the exact date and time of the meeting. Such notice shall be provided to the public by the Aspen City Clerk as required by Colorado statute. An agenda for each meeting will be circulated to the Members electronically by the Chair at least 24 hours in advance of the meeting and posted by the Aspen City Clerk in accordance with Colorado law..

4.5. Annual Meetings. An Annual Meeting shall be held each year as determined by the Executive Committee. Notice will be provided to the public by the Aspen City Clerk as required by Colorado statute. At each Annual Meeting, the Commission shall elect Executive Committee officers, set annual Goals, and determine the dates and times for Commission meetings in the coming

## BY-LAWS OF THE ASPEN AREA NEXT GENERATION ADVISORY BOARD

year.

4.6. Special Meetings. Special meetings of the Commission may be called at the request of the Chair or a majority of the Commission and will be noticed by the Aspen City Clerk in accordance with Colorado statute.

4.7. Notice of Special Meetings. Notice of any special meeting of the Commission shall be given at least ten (10) days previous thereto by written notice delivered personally or sent by mail, e-mail or facsimile to each Member as shown in the records of the Commission and will be noticed by the Aspen City Clerk in accordance with Colorado statute. Notices to the Commission members by e-mail are expressly authorized and shall be considered to be written notice.

4.8. Telephonic Attendance at Meetings: One or more Members, after reasonable prior arrangements, may participate in any meeting of the Board by means of a conference telephone or similar communication by which all persons participating in the meeting can hear one another simultaneously. Such participation shall constitute presence in person at such meeting.

4.9. Quorum. Five Members, or one-half of the total number of Members plus one, whichever is greater, shall constitute a quorum for the transaction of business at any meeting of the Board.

4.10. Manner of Acting. The act of a majority of the Members casting votes at a meeting at which a quorum is present shall be the act of the Board, unless the act of a greater number is required by law or by these By-Laws.

4.11 Proxies. Once a calendar year, any Member may authorize another Member to act for them by proxy in all matters in which a Member is entitled to participate, whether by waiving notice of any meeting, voting or participating at a meeting or expressing consent or dissent without a meeting. Every proxy must be in writing signed by the Member or sent electronically directly from the Member's email address of record, and must be received before the start of the meeting to which it applies. A proxy is only valid for the specific meeting provided. Every proxy shall be revocable at the pleasure of the Member executing it. Participation in a meeting by proxy shall not constitute presence in person at such meeting, nor shall it be counted towards quorum.

4.12 Action without a Meeting. Any action required or permitted to be taken by the Board may be taken without a meeting if all Members consent in writing to the adoption of a resolution authorizing the action and the written consent thereto is filed with the Secretary as minutes of the proceedings of the Board. An email from the Member's email address of record with the Board shall be sufficient written consent for purposes of this section. If, after reasonable efforts to reach a Member, a Member cannot be reached, then the Board may act without that Member's written consent.

## **BY-LAWS OF THE ASPEN AREA NEXT GENERATION ADVISORY BOARD**

4.13. Vacancies. Any vacancy occurring in the Commission by resignation, removal or otherwise and any vacancies to be filled by reason of an increase in the number of Members will be made by the Aspen City Council. Any Member filling a vacancy shall complete the term of the departing Member whose vacancy is being filled.

4.14. Compensation. Members as such shall not receive any stated salaries or other compensation for their services on the Board.

4.15. Removal. Any elected Member of the Commission may be removed by the affirmative vote of four votes of all City Council Members, whenever in their judgment the best interests of the Commission would be served thereby.

4.16. Resignations. Any Member may resign at any time by delivering or emailing written notice of their resignation to the City Clerk of the City of Aspen. Any such resignation shall be effective at the time specified therein.

### **5. OFFICERS AND EXECUTIVE COMMITTEE:**

5.1 Officers. The officers of the Board shall be a Chair, Vice Chair, Treasurer and a Secretary. The Board may elect or appoint such other officers as it shall deem desirable, such officers to have the authority and perform the duties prescribed, from time to time, by the Board. Only one office may be held by the same person at any one time.

5.2. Executive Committee. The Officers shall lead the Board in decision making, set the agenda for meetings, recommend annual Goals, and provide oversight and guidance to committees.

5.3. Election and Term of Office. The officers of the Board shall be elected annually by the Board at the Annual Meeting. If for any reason the election of officers shall not be held at such meeting, such election shall be held as soon thereafter as conveniently may be. New offices may be created and filled at any meeting of the Board. Each officer of the Board shall hold office until the next Annual Meeting and until his or her successor has been elected. The Chair may not serve more than two consecutive terms. However, for good cause, as determined by the Board Recruitment Committee and approved by the Board, this term limitation may be waived for a Chair whose contribution or participation will be difficult or impossible to replace.

## BY-LAWS OF THE ASPEN AREA NEXT GENERATION ADVISORY BOARD

5.4. Removal. Any officer elected or appointed by the Board may be removed by the affirmative vote of three-fourths of all Members, whenever in their judgment the best interests of the Board would be served thereby.

5.5 Vacancies. A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by the existing Board for the unexpired portion of the remaining term.

5.6 Chair. The Chair shall be the principal executive officer of the Board and shall in general supervise all of the business and affairs of the Board. The Chair shall conduct all meetings of the Board and the Executive Committee consistent with *Roberts Rules of Order*, or another method of facilitating decision making adopted by the Board. In general, the Chair shall perform all duties incidental to the office of Chair and such other duties as may be prescribed by the Board from time to time. The Chair shall serve as the primary liaison between the Members and the City of Aspen.

5.7 Vice-Chair. The Vice-Chair shall be the secondary executive officer of the Board and, in the Chair's absence, shall in general supervise all of the business and affairs of the Board. In general, the Vice-Chair shall perform all duties incidental to the office of Vice-Chair and such other duties as may be prescribed by the Chair or the Board from time to time.

5.8 Treasurer. The Treasurer shall be the chief financial officer of the Board. The Treasurer shall (i) have charge of the funds, receipts and disbursements of the Board (ii) be responsible for deposits in and withdrawals from the depositories of the Board, (iii) shall render an account of the financial condition of the Board and of transactions, and (iv) in general perform all duties incidental to the office of Treasurer and such other duties as may be prescribed by the Chair or the Board from time to time.

5.9 Secretary. The Secretary shall (i) keep the minutes of the meetings of the Board; (ii) see that notices are duly given in accordance with the provisions of these By-Laws; (iii) maintain contact information of each Member, including mailing address and email address, and (iv) in general perform all duties incidental to the office of Secretary and such other duties as from time to time may be assigned by the Chair or by the Board.

## 6. COMMITTEES OF THE BOARD:

6.1 Committees. The Board, by resolution adopted by a majority of the Members, may designate and appoint one or more acting committees, each of which shall consist of two or more Members, which committees, to the extent provided in the resolution, shall have: the designation thereto of authority of any such committee; provided, however, such delegation shall

## **BY-LAWS OF THE ASPEN AREA NEXT GENERATION ADVISORY BOARD**

not operate to relieve the Board, or any individual Member of any responsibility imposed by the By-Laws or law.

6.2. Permanent Standing Committees. The Board shall at all times have and maintain the following committees with the following basic responsibilities:

6.2.1 Executive Committee. The Board shall have and maintain an Executive Committee as more particularly described in Section 4.2.

6.2.2 Board Recruitment Committee. The Board Recruitment Committee shall consist of at least two Members appointed by the Board, to identify and recommend potential new Board members.

6.3. Other Committees. Other committees may be appointed in such manner as may be designated by a resolution adopted by a majority of the Board present at a meeting in which a quorum is present. Any Member of a committee may be removed by the Board whenever, in their judgment, the best interests of the Board shall be served by such removal.

6.4: Removal. Any Member of a committee may be removed from a committee by the affirmative vote of three-fourths of all Members, whenever in their judgment the best interests of the Board would be served thereby.

6.5. Term of Office. There are no term limits for committee membership.

6.6. Committee Heads. Each committee shall have a chairperson.

6.7. Vacancies. Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original selections.

## **7. EXECUTION OF INSTRUMENTS; CHECKS AND ENDORSEMENTS; AND DEPOSITS**

7.1. Execution of Instruments. Only the Chair of the Board, or the Vice Chair in the Chair's absence, has the authority to sign contracts, endorsements or any other documents on behalf of the Board. Only the Chair or the Treasurer may sign checks and deposits on behalf of the Board.

## **8. BOOKS, RECORDS AND BANK ACCOUNTS:**

## BY-LAWS OF THE ASPEN AREA NEXT GENERATION ADVISORY BOARD

8.1 Books and Records. The Board shall keep correct and complete books and records of account and shall keep minutes of the Board meetings, as well as a record containing the names and contact information of all Members, including mailing addresses and email addresses.

8.2 Bank Accounts. The Board may maintain one or more accounts, including, without limitation, checking, cash management, money market or investment accounts, in such banks or other financial institutions as the Board may select. All amounts deposited by or on behalf of the Board in those accounts shall be and remain the property of the Board. Deposits and withdrawals from such accounts shall be made by the Treasurer or signatories designated by the Board.

### 9. AMENDMENTS TO BY-LAWS:

9.1 Amendment. These By-Laws may be altered, amended or repealed and new By-Laws may be adopted by an affirmative vote of three-fourths of all Members, if at least ten days' written notice is given of intention to alter, amend or repeal or to adopt new By-Laws at a meeting.

### 10. STATEMENT OF NON-DISCRIMINATION:

10.1 Notwithstanding any provision of these Bylaws, the Board shall not discriminate against any director, officer, employee, applicant, or participant on the basis of sex, race, color, sexual orientation, ethnicity or national origin.

THE UNDERSIGNED, being the at least a three-fourths (3/4) majority of the current Members, hereby certify that they have, pursuant to Colorado law and other authority, adopted the foregoing By-Laws as and for the By-Laws of the Board.

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**BY-LAWS OF THE ASPEN AREA NEXT GENERATION ADVISORY BOARD**

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**Print****Board / Commission Application - Submission #16623****Date Submitted: 4/19/2022****Instructions:**

Please submit your application along with a resume to the City Clerk's office. Interviews for board/commission openings will be held in January and June. Please check the residency and age requirements for the various boards.

**Name\***

Tyler

**Street Address\***

1050 Waters Ave #3, Aspen Co 81611

**Mailing Address**

PO 9031 Aspen, Co 81612

**Phone\***

802-922-8492

**Email\***

tyler.wilkinsonray@gmail.com

**Board or commission for which application is made\***

Aspen Next Generation Advisory Commission\*\* ▼

\*\*For Aspen Next Gen Advisory Board Applicants: Must be 18 to 40 years old who live or work in Aspen

**I desire the appointment for the following reasons:\***

I have lived in Aspen for 3.5 years and am becoming increasingly concerned by recent development trends--both commercial and residential--and what a general crisis of affordability means for Aspen in the long-term.

While I think being a resident and local business owner is reason enough to want to join this commission, I also formerly worked for a public policy consulting and lobbying firm in Vermont and represented many clients whose work overlapped with the issues that currently face Aspen. Some of these former clients include Vermont Housing and Conservation Coalition, Vermont Association of Planning and Development Agencies, Preservation Trust of Vermont/Downtown Directors Coalition, Vermont Solid Waste District Managers' Association.

Aspen's challenges are certainly different from Vermont's, but I do bring some expertise in these areas. My main interest in joining the next generation commission is to get a more complete understanding of the issues facing Aspen, the solutions currently being proposed, and hopefully help develop some new ideas.

**Resume\***

Tyler.WilkinsonRay.Resume.pdf  
Please Add File here.

**Electronic Signature Agreement**

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree

**Electronic Signature\***

Tyler Wilkinson-Ray

**What do you know about the Aspen Historic Preservation Commission or Planning & Zoning Commission?**

**What interests you about serving on this commission?**

**What is your understanding of the public process related to community planning and / or the designation of historic properties?**

**What are your skills or knowledge that will help improve the commission?**

**What is your general philosophy on the Aspen Area Community Plan?**

**This is a volunteer position that sometimes requires a lot of time and there is no compensation, how will you be able to commit to this?**



## Tyler Wilkinson-Ray

CREATIVE DIRECTOR

📍 1050 Waters Ave, #3,  
Aspen, Colorado

✉ Tyler@thewilderstudio.co  
m

🌐 www.thewilderstudio.com

## PROFILE

Develops and executes creative brands campaigns and social impact media initiatives, with a background in public policy and ethnographic research.

## SKILLS

Project Management



Problem Solving



Creativity



Leadership



## WORK EXPERIENCE

### PARTNER / CREATIVE DIRECTOR

#### *The Wilder Studio*

Jan 2018 - Present

- Leads creative development for regional and national brand campaigns
- Oversees social impact initiatives for the studio.
- Directed and produced multiple Academy Award qualifying films.

### OWNER / DIRECTOR

#### *T-bar Films*

Sep 2012 - Dec 2017

- Developed and executed marketing campaigns for national brands and non-profits.
- Managed day-to-day business operations.

### ASSOCIATE IN PUBLIC RELATIONS

#### *Necrason Group*

Jan 2014-May 2015

- Represented a wide range of public and private client's legislative interests
- Developed and monitored current legislative Acts and Bills.

### RESEARCH ASSISTANT IN ANTHROPOLOGY

#### *University of Vermont*

2012-2014

- Assisted in conducting qualitative and quantitative studies on food security and access among resettled refugee population.
- Assisted in writing grant proposals.

## EDUCATION HISTORY

BA in  
Global Studies

Sept 2009 - May 2012

#### *University of Vermont*

- Kidder Award Winner: Senior male ranking first on leadership, scholarship, and character.
- Udall Scholar: Congressionally funded award recognizing emerging undergraduate leaders in the Environment.