

# **AGENDA**

## **CITY COUNCIL WORK SESSION**

**July 1, 2019**

**5:00 PM, City Council Chambers  
130 S Galena Street, Aspen**



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### **I. COUNCIL ROUNDTABLE**

### **II. WORK SESSION**

II.A. APCHA citizen board member application review



## MEMORANDUM

**TO:** Mayor and City Council  
**FROM:** Sara Ott, Interim City Manager  
**DATE:** June 28, 2019  
**RE:** APCA Board of Directors Candidate Pool

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**SUMMARY:** Thirty-two residents have applied to join the reconstituted APCA Board of Directors. City Council is requested to narrow the candidate field in preparation for interviews scheduled for July 9.

**BACKGROUND:** In May 2019, City Council and the Pitkin County Board of County Commissioners entered into a revised intergovernmental agreement (IGA) that significantly changed the composition and terms of the Aspen Pitkin County Housing Authority (APCHA) Board of Directors. The full IGA is attached. As part of this new IGA, City Council and the BOCC have agreed to jointly appoint 3 community at-large representatives and 1 community at-large alternate representative. City Council has also appointed Councilmember Mesirow as an APCA Director and Councilmember Richards as alternate Director representative of the Council. The BOCC has not taken formal action to appoint its representatives.

**DISCUSSION:** City and County staff collaborated to develop a consistent process for narrowing the candidate field to a list of 6-10 individuals for interviews on July 9. This process includes each elected official placing candidates in 4 tiers through forced choice review. The tiers are:

- Tier 1: Highly interested and highly qualified candidate (max of 5 candidates)
- Tier 2: Moderately interested and/or moderately qualified candidate (max of 5 candidates)
- Tier 3: Some interest and/or some qualifications (max of 5 candidates)
- Tier 4: Less interest and/or least amount of qualifications (max of 17 candidates)

Please turn in your forced choice ranking to the City Clerk no later than noon on Monday, July 1.

The City Clerk will identify frequency of specific candidates into an aggregate format. This information will be presented to City Council at the 5 pm, July 1 work session for discussion and direction. Council's goal is to reach agreement on up to 10 candidates.

The BOCC will complete a similar process on Tuesday, July 2.

After Council's candidate list is narrowed, it will be compared to the BOCC's list to find 6-10 candidates both governing bodies agree to interview. In the event there is not sufficient alignment, City and County staff will work with the BOCC chairperson and the Mayor to finalize the interview list.

**STAFF RECOMMENDATION:** No recommendations. Please don't hesitate to contact me with any questions regarding the process.

#### Attachments

- APCA Intergovernmental Agreement
- Forced Choice List
- Redacted Candidate Applications

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Monica

Last Name Cortes

Physical Address

Mailing Address

City Aspen

State CO

Zip 81611

Home Phone Number

Business Address

Business Phone  
Number

Occupation Stylist

Email Address

### Residency Information

Length of Residency in  
Pitkin County 9 years

Are you a registered  
voter Yes

### Education and Hobbies

High School Coral Park Senior High School

College Miami Dade Community College

Trade or Business  
School *Field not completed.*

Hobbies Painting, drawing, tennis, hiking

### Organization Membership Information



Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

No

If yes, which

*Field not completed.*

Have you served on  
a Board, Commission,  
or Committee before?

No

If yes, which

*Field not completed.*

Please list organization  
memberships and  
positions held

*Field not completed.*

Please List Areas of  
Special Interest

*Field not completed.*

ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

[Monica P Cortes 2018.pdf](#)

# Monica Cortes

Aspen, CO 81611 | 7

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## Summary

Hospitality professional with ten years of experience managing hotel and restaurant operations.

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## Professional Experience

### **Sales Associate, Pitkin County Dry Goods, 2017-present**

- Stylist

### **Restaurant Manager, Bosq, 2017**

- Responsible of the front of the house operation to include hiring, training and inventory controls.

### **Assistant General Manager, Aspen Kitchen, 2015-2016**

- Responsible of the strategic development and operational direction for the restaurant. Responsibilities to include but not limited to hiring, training, menu planning, beverage programs, P&L statements, etc.

### **International Sales Manager to Key Accounts, Stay Aspen Snowmass, 2014-2015**

- Responsible to manage sales of vacation packages for top travel agents around the world. Packages to include lodging, ski school, lift tickets, transfers, etc.

### **Freelancer & Student, 2011-2015**

- Owner – Drink Dine Well – independent consultant
- Pacifica Restaurant and Wild Fig Restaurant, server and bartender

### **Food & Beverage Manager, Mandarin Oriental; Miami, FL Feb-Nov 2011**

- Responsible for strategic development and operational direction of the entire food and beverage facilities containing six outlets and 15,000-square-feet of meeting space.

### **Multi-Unit General Manager, MGM Grand; Las Vegas, NV 2009-2010**

- Directed two high-volume casual dining outlets generating 14.7 million dollars in revenue achieving a 9% profit margin.

### **Food & Beverage Manager, The Ritz-Carlton Club; Aspen, CO - 2007-2009**

- Oversaw all aspects of front of the house food and beverage operation for the club. Services included a three-meal restaurant, coffee and tearoom, in-residence dining and pool dining services.

### **The Ritz-Carlton Hotel; Miami, FL - 2003-2007**

Accountable for the overall financial and operational success of the below mentioned departments in the five diamond 590-room-hotel

#### **In-Room Dining Manager 2005-2007**

Including honor bar and lobby continental breakfast services generating 1.6 million dollars in revenue.

**Lobby Lounge Manager 2003-2005**

Generating 1.2 million dollars in revenue

**Hotel Operations Quality Analyst 2003**

Analyzed historical data for the reporting of strategies to increase guest and employee satisfaction

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**Education**

Miami Dade College

Associate in Arts – 2002

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Jennifer

Last Name Davitoria

Physical Address

Mailing Address

City Aspen

State CO

Zip 81611

Home Phone Number

Business Address

Business Phone  
Number

Occupation Reservations Agent

Email Address

### Residency Information

Length of Residency in  
Pitkin County 6 1/2 years

Are you a registered  
voter No

### Education and Hobbies

High School Gatewat Charter High

College Colorado Mountain College

Trade or Business  
School Massage Therapy School in Florida

Hobbies Everything there is to do in Aspen + painting+writing

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

No

If yes, which

*Field not completed.*

Have you served on  
a Board, Commission,  
or Committee before?

No

If yes, which

*Field not completed.*

Please list organization  
memberships and  
positions held

*Field not completed.*

Please List Areas of  
Special Interest

*Field not completed.*

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

[Jens Resume 3.docx](#)

# JENNIFER MARCIANO DA VITORIA

– ASPEN, CO - 81611 -

## EDUCATION

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COLORADO MOUNTAIN COLLEGE, ASPEN CO- CURRENT

GATEWAY CHARTER HIGH, FORT MYERS FL

## PROFESSIONAL EXPERIENCE

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**ASPEN SQUARE CONDOMINIUM HOTEL**, ASPEN, CO *Reservations Agent, (Jun. 2018 – current)*

Answer incoming calls and assist with confirmation, room requests and questions.

Familiarity with all day-to-day routine hotel practice, including billing transaction and credit card procedure

Assist guest arrivals and departures while providing accurate statements and collecting all payments

Run daily reports for reservations, deposits, payments due, maintenance work orders etc.,

Patient and compassionate, with an ability to maintain the highest standards while working with even the most difficult customers.

**TIMBERLINE CONDOMINIUMS**, SMV, CO *Front Office Supervisor, (Dec. 2012 – Nov. 2013) (November 2016 – Jun 2018)*

Make dining and other reservations for patrons and obtain tickets for events.

Provide information about local features, such as shopping, dining, nightlife, or recreational destinations.

Carry out requests, such as searching for hard-to-find items or arranging for exotic services, such as hot-air balloon rides, horseback riding, white water rafting, gondola rides and winter- ski school for kids and adults.

Keeping front desk, bell closet, kitchen, and back office organized and clean.

**CRESTWOOD CONDOMINIUMS**, SNOWMASS VILLAGE, CO *Front Office Supervisor, Manager on Duty, November 2013- July 2016*

Supervise all front desk staff and ensure all adhering to all hotel policies, procedures and regulations.

Maintain front desk orderly while performing supervisor check list throughout the day.

Ensure smooth check-in/check-out of all guests while providing guidance for bell staff during peak hours.

Utilize leadership skills to effectively run Front Office daily operations which include, but not limited to: direct all activities in all areas of responsibility, provide training, coaching and counseling.

Provide service for afterhours/ off season through security phone (Afterhours phone).

**KATE SPADE NEW YORK**, ASPEN, CO *Sales Associate /Manager's personal Assistant, September 2013*

Responsible for ensuring exemplary customer service by delivering the ultimate Kate Spade experience.

Able to develop a personal clientele through effective use of the selling skills and proactive client outreach

Understand and communicate the Kate Spade aesthetic, brand philosophy and lifestyle to the customer.

## ADDITIONAL SKILLS

Fluent in Portuguese and English

Some Spanish and Italian

MS Office Suite

Typing Speed 65+ WPM

Excellent and superior customer service skills

Knowledge of Snowmass/ Aspen activities and events

*References*

*Upon Request*

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Doris

Last Name Faust

Physical Address Snowmass Intercept lot- Homeless

Mailing Address

City Aspen

State CO

Zip 81612

Home Phone Number

Business Address Snowmass Intercept lot-Homeless

Business Phone  
Number

Occupation Retired

Email Address

### Residency Information

Length of Residency in  
Pitkin County 38 Years

Are you a registered  
voter Yes

### Education and Hobbies

High School James Madison Memorial High School 1970-Madison,  
Wisconsin

College University of Wisconsin LaCrosse wisconsin 1976 B.S. Art  
Education

Trade or Business  
School *Field not completed.*

Hobbies Skiing, Camping, Photography, Art, Naturalist.

### Organization Membership Information

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Are you currently serving on other Boards, Commissions, or Committees?

No

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If yes, which

*Field not completed.*

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Have you served on a Board, Commission, or Committee before?

No

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If yes, which

*Field not completed.*

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Please list organization memberships and positions held

*Field not completed.*

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Please List Areas of Special Interest

*Field not completed.*

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ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for the Board of Health.*

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Share what you know about Public Health and why you are interested in committing your time and energy to serving on the Board of Health?

*Field not completed.*

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What can you contribute to the Board of Health? Is there a specific content expertise you would like to offer (mental health, public health, environmental health, medicine/nursing, health education, community advocacy, housing business education, media relations, etc.)?

*Field not completed.*

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Please Attach Your Resume as a pdf

[University Graduate 1976.docx](#)

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University Graduate 1976. Self employed business owner-The Impeccable Maid in Pitkin County 38 years. Doris Faust [REDACTED]

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Jami

Last Name Ferraro

Physical Address

Mailing Address

City Snowmass Village

State CO

Zip 81615

Home Phone Number

Business Address

Business Phone  
Number

Occupation Office Manager

Email Address [jamilee@welcomehomemgmt.com](mailto:jamilee@welcomehomemgmt.com)

### Residency Information

Length of Residency in  
Pitkin County 25 Years

Are you a registered  
voter Yes

### Education and Hobbies

High School Poudre High School, Fort Collins, CO - Graduate

College University of Wyoming - Left to move to Aspen after 2 years

Trade or Business  
School *Field not completed.*

Hobbies Tennis, Hiking, Walking, Travel

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

Yes

If yes, which

Snowmass Homeowner's Association

Have you served on  
a Board, Commission,  
or Committee before?

Yes

If yes, which

Snowmass Homeowner's Association

Please list organization  
memberships and  
positions held

Snowmass Homeowner's Association - Secretary

Please List Areas of  
Special Interest

Compliance for Affordable Housing, Education, Environment,  
Wildlife and Trail Systems

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

[Jami Lee Ferraro Resume 1.pdf](#)

# JAMI LEE FERRARO

## SUMMARY

I have extensive experience in the Hospitality Industry. I have worked in Property Management for high end Aspen and Snowmass Village homes for the past 19 years. I have overseen all aspects of office and field operations.

## SKILLS

- Proficient in computer skills including Word, Excel, Pages and Numbers.
- Experienced in Bookkeeping, Payroll, and Quarterly Tax Filing
- Multitasking and problem solving.

## EXPERIENCE

05/2001 to Current

### Office Manager

**Welcome Home Management Services** — Snowmass Village, CO  
Manage daily dealings with office and property management staff. Coordinate arrivals, departures, housekeeping, property managers and sub contractors. I deal directly with clients on the phone and in person. Bookkeeping, Payroll, Quarterly Tax Filing and day to day operations.

05/1998 to 04/2001

### Office Manager

**Willow Creek Management** — Snowmass Village, CO  
Handled all office operations for this Property Management firm. Basic bookkeeping, filing, banking and recurring monthly billing. Answered phones and dealt with clients on a daily basis. Multitasked and problem solved customer and house related issues.

08/1997 to 05/1998

### Administrative Assistant

**Grant Business Services** — Snowmass Village, CO  
Assisted accountants with daily bookkeeping for several local business. Answered phones, filing, banking and all other basic office tasks.

07/1996 to 07/1997

### Sales and Listing Coordinator

**Snowmass Real Estate** — Snowmass Village, CO  
Obtained my Colorado State Real Estate License. Oversaw and coordinated Real Estate sales for all of the Brokers in the office, from signing of contracts to closings. Dealt with sellers and buyers directly and oversaw the step by step dealings with a Real Estate closing. Met dates and deadlines on a regular basis.

08/1995 to 07/1996

### Front Desk Attendant/Reception

**Coates Reid and Waldron** — Snowmass Village, CO  
Basic front desk duties. Greeted clients coming into the office checking into rental properties or meetings with Realtors. Filing, emailing, mass mailings etc. Handled large phone system linked with offices in Snowmass Village as well as Aspen.

06/1994 to 08/1995

### Bank Teller/Customer Service

**Alpine Bank** — Snowmass Village, CO  
Basic banking transactions and customer service. Balanced drawers and handled basic customer requests.

01/1994 to 04/1994

### Lift Operator

**Aspen Skiing Company** — Snowmass Village, CO  
Hired by the ski company in the Lift Operations Department. Worked lift lines loading guests safely onto the ski chairs and basic lift operations.

## EDUCATION AND TRAINING

1991

### High School Diploma

**Poudre High School** — Fort Collins, CO, United States

Undecided

**University of Wyoming** — Laramie, Wyoming, United States

Began college and then moved to the Roaring Fork Valley for a gap semester

and did not return. Stayed and began my life.

## ACTIVITIES AND HONORS

I am a proud mother of 2 children. We are active in sports and AVSC. I enjoy playing tennis in my free time as well as spending quality time with our family.

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Tiffany

Last Name Fewell

Physical Address

Mailing Address

City Aspen

State Co

Zip 81611

Home Phone Number

Business Address Same

Business Phone  
Number Same

Occupation Retail

Email Address

### Residency Information

Length of Residency in  
Pitkin County 9years

Are you a registered  
voter Yes

### Education and Hobbies

High School Lakeview high school

College Montcalm community college

Trade or Business  
School *Field not completed.*

Hobbies Snowboarding Dirtbiking fishing dancing hiking anything  
outdoors

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

No

If yes, which

*Field not completed.*

Have you served on  
a Board, Commission,  
or Committee before?

No

If yes, which

*Field not completed.*

Please list organization  
memberships and  
positions held

*Field not completed.*

Please List Areas of  
Special Interest

Organization and applying new ideas. Anything

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

I know it's needing some extra work in our town. Changes need  
to happen so that quality of life here isn't so miserable working  
all the time.

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

Mental and public health and understanding of people who are  
struggling needs

Please Attach Your  
Resume as a pdf

[resume2018.docx](#)

## **Tiffany J Fewell**

Aspen CO

### ***Overview:***

Highly motivated, hardworking individual with excellent work ethic. I am an energetic and go getter type of individual turn complex problems into solutions. I am goal- driven, and work well with others from diverse backgrounds. Team player/Leader with excellent management, communication, and insane persuasive sales skills. Talented Bartender successful at consistently delivering the highest quality service. Fast worker who always goes the extra mile to sell more and keep customers happy.

### ***Experience:***

#### **Venga Venga**

**Snowmass co july2017-present seasonal**

Fast Paced Mexican Tequila bar with intense high customer volume action. Multi tasking between bartending running drinks taking orders and delivering food to designated tables and customers. . Handles closing register and paperwork.

**Position= Bartender**

#### **Gwyn's High Alpine**

**Snowmass Co Dec2016-present**

Used high levels of energy to quickly and efficiently fill drink orders, food orders, or tend to guest questions or request. Handled all open and closing duties. Closing cash drawers and credit card terminal. Provided enthusiastic service with a smile.

**Position= Bartender**

#### **Red Mountain Grill**

**Aspen Co march2016-nov25th**

Dedicated Bartender / Server with over 3 years' experience working with diverse hospitality settings. Skilled in mixing and serving food and beverages using modern techniques and good judgment. Hands-on experience in serving customers by anticipating their needs. Dealt with the management of cash and credit card transactions. Aloha and Micros capable.

**Position=Bartender/server /Bev Cart**

### ***Education and Interests:***

Montcalm Community College: 2006-07 dual enrollment 2007-2010 Associates of Science

Interested in anything outdoors or active. Like to try new things and go through all experiences in life with a upbeat and positive attitude, life's too short to not be happy.

### ***References:***

**Whitney Gordon Gwyn's high alpine**

**Will Callahan venga venga**

**Jaimey Ramey Red Mt. Grill**



From: [noreply@civicplus.com](mailto:noreply@civicplus.com) <[noreply@civicplus.com](mailto:noreply@civicplus.com)>  
Sent: Monday, June 24, 2019 1:26 AM  
To: City Clerk <[Clerk@cityofaspen.com](mailto:Clerk@cityofaspen.com)>  
Subject: Online Form Submittal: Board / Commission Application

## Board / Commission Application

### 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	Adam Frisch
Street Address	
Mailing Address	see above please
Phone	
Email	
Board or commission for which application is made	Housing Authority*
I desire the appointment for the following reasons:	I remain of the belief that the community's affordable housing program is THE factor that makes Aspen, Aspen--the Valley, the Valley. I would like to continue to serve the community along with my fellow appointed and elected citizens focused on updating and upgrading the capital reserve issue to protect our housing stock for as long as possible, while continue to improve the guidelines to make sure the program is serving the current and future APCHA residents, as well as the broader community.
Resume	<a href="#">Frisch A B-Resume--2019-06.pdf</a>
Electronic Signature Agreement	I agree
Electronic Signature	adam b frisch

## PUBLIC SERVICE / NON-PROFIT

Jun '11 - Jun '19

### ASPEN CITY COUNCIL

- Elected and reelected to two consecutive, 4-year terms.
- Mayor Pro-Tem 2013-2016.
- One of 5 elected representatives to oversee a \$120 mio+ budget, 300-person organization that works in partnership with the community to deliver long held goals of Aspen's 7,000 residents, part-time home-owner, and visitor population.
- Personally focused and delivered goals on affordable housing, enhanced the local lodging base, streamlined and tightened the land use code, protected the community's historic preservation and water rights, and enhanced green construction initiatives.

#### Board Commitments

- *Housing Frontiers Group* (Chair) – (7 years) focus on finding solutions to strategic issues facing Aspen's affordable housing program.
- *CORE – Community Office for Resource Efficiency* (Vice-Chair) – (6 years) a nonprofit organization that promotes renewable energy, energy efficiency and green building in western Colorado and beyond
- *Aspen-Snowmass Nordic Council* – (8 years) enhance world-class, free Nordic trail system

Mar '04-Dec '09

### ASPEN YOUTH EXPERIENCE

- **Empowering at-risk youth from around the country to make positive choices in their lives.**
  - President of Board (12/06-present)
  - Treasurer (12/05-12/06)
  - Chair-Strategic Planning (11/04-12/05)

Apr '04-May '09

### PITKIN COUNTY - FINANCIAL ADVISORY BOARD

- **Responsible for making financial recommendations to the Board of County Commissioners.**
  - Chair (5/06-5/09)
  - Member at Large (4/04-5/06)

## EMPLOYMENT

Nov '08-Present

### ZG HOSPITALITY GROUP, LLC

#### Co-Founder & Managing Partner

- Invests in a variety of commercial properties, with a focus on lodging and hospitality opportunities.

## PRIOR EMPLOYMENT

May '10-Oct '17

### CRUISE INN RV PARKS & CAMPGROUNDS

42 Locations Nationwide

#### Co-Founder / Lead Director

- Nation-Wide RV Park & Campground brand focused on bringing a true hotel-like hospitality experience to the campground consumer and RV park owner.
- Partnered with experienced hotel branding personnel to offer the outdoor hospitality industry what the indoor hospitality industry has been providing for 65 years.

Feb '01-Oct '01

### HSBC BANK USA, INC.

New York

#### Managing Director-Emerging Market Currencies

- Hired to overhaul the existing business, with a focus on Latin America, while continuing to increase the existing Asian, Eastern European, & Middle Eastern businesses.
- \$12 million budget with a staff of 6 people - realized revenue was 150% over target by October.

Mar '95-Feb '01

### STANDARD CHARTERED BANK

New York / London / Singapore / Hong Kong

- **One of the key people worldwide who developed a derivative product in the global foreign exchange market to enable corporations to hedge exposure and investors access risk to restricted foreign exchange markets in China, India, Taiwan, South Korea, and The Philippines**

#### Regional Head-Americas, Global Exotics (1/99-2/01)

#### Senior Non-Deliverable Forward (NDF) & Exotic Currency Dealer (4/97-12/98)

#### NDF & Exotic Currency Dealer (3/95-3/97)

- Built, with global team, Standard Chartered's NDF books from scratch.
- #1 Asian NDF Trader in NYC 1997, 1998, 1999 (*Euromoney*).
- Responsible for all aspects of North American time zone NDFs within a global book:
- Increased global revenue from \$0 to \$50 million USD in 3 years ('96-'98)
- Only trader on the *US Federal Reserve* 1998 Annex-A Committee.

Feb '91-Mar '95	<b>SMITH BARNEY ASSET MANAGEMENT INC.</b> <u><b>Associate Portfolio Manager</b></u> / Socially Responsible Investing (4/92-3/95) <u><b>Assistant Portfolio Manager</b></u> (2/91-3/92)	New York
Sep '89-Jun '90	<b>UNIVERSITY OF COLORADO</b> <u><b>Finance Director</b></u> / University of Colorado Student Union <ul style="list-style-type: none"> <li>• <i>Appointed</i>-Served as Chief Financial Officer (paid position) overseeing \$13 million budget.</li> </ul> <u><b>Representative at Large</b></u> / University of Colorado Student Union <ul style="list-style-type: none"> <li>• <i>Elected</i>-Oversaw fiscal policies and activities for 23,000 students</li> </ul>	Boulder, CO
<b>EDUCATION</b>	<ul style="list-style-type: none"> <li>• <b>B.S., Economics, University of Colorado</b>, Boulder, CO, 1990  -Dean's List. <u>Minor:</u> Art History / Political Science</li> <li>• <b>International Executive Program, I N S E A D</b>, Fontainebleau, France, June, 1996  -One of 25 young leaders selected from world-wide offices of Standard Chartered Bank for annual 3-week leadership curriculum</li> <li>• <b>Certificate in Foreign Exchange Options, New York Institute of Finance</b>, NYC, 1999</li> <li>• <b>Certificate in Security Analysis, New York Institute of Finance</b>, NYC, 1992</li> </ul>	

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Madeleine

Last Name Hawken

Physical Address

Mailing Address

City Aspen

State CO

Zip 81611

Home Phone Number

Business Address

Business Phone  
Number

Occupation Business and Events Manager

Email Address

### Residency Information

Length of Residency in  
Pitkin County 12 years

Are you a registered  
voter No

### Education and Hobbies

High School *Field not completed.*

College University of Auckland, New Zealand

Trade or Business  
School *Field not completed.*

Hobbies *Field not completed.*

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

Yes

If yes, which

Early Learning Center

Have you served on  
a Board, Commission,  
or Committee before?

Yes

If yes, which

Early Learning Center

Please list organization  
memberships and  
positions held

*Field not completed.*

Please List Areas of  
Special Interest

Housing policies, sellers rules and enforcement, incentives for  
dowsizing

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

[Maddie CV 2019.pdf](#)

# MADELEINE HAWKEN

## BUSINESS & EVENTS MANAGER

### CONTACT

[REDACTED]  
[REDACTED]  
[REDACTED]  
Aspen, CO 81611

### PROFILE SUMMARY

Dedicated and diligent professional with a background in event management, a wide variety of non-profit work, marketing, and customer service. Proven ability to be successful in demanding environments while maintaining attention to detail and budget management.

### EDUCATION

Bachelor of Science  
*Human Geography*  
Bachelor of Commerce  
*Marketing*  
Auckland University  
New Zealand //  
2002–2006

### EXPERIENCE

#### BUSINESS & EVENTS MANAGER

BUDDY PROGRAM // ASPEN, CO // 2015 – Present  
Office manager – IT, HR, liaison with bookkeeper and accountant. Event Manager for Bash for the Buddies and July 4<sup>th</sup> Race. Manage all event operations and expense budget. Manage 22 vendors, build event from ground up. Manage band, performers, guest experience, tent build, sound & lighting, caterer. Manage contract staff for Race and Bash.

### SKILLS

Event Planning  
Leadership  
Teamwork  
Budget Management  
Detail Oriented  
Multi-tasking  
Problem Solving  
Marketing  
Communication  
Time Management

#### EVENT MANAGER – ROUND THE BAYS

FAIRFAX MEDIA // NEW ZEALAND // 2014 – 2015 CONTRACT  
Project Managed new internal management of the Round the Bays run. Round the Bays is the second largest fun run in the world. Work with Fairfax Australia to determine, confirm and contract suppliers. Work with local Council to obtain land use rights and street closures. Manage Expo, vendors and bib collection. Operations throughout and on event day. Working with various stakeholders to ensure event ran smoothly. Manage budget.

#### VENDOR VILLAGE MANAGER – JAZZ ASPEN SNOWMASS LABOR DAY

ASPEN, CO // 2014 // 2015 CONTRACT  
Coordinate over 20 independent vendors for the Vendor Village. Manage needs of vendors. Work with Jazz Aspen and AEG staff for rental needs. Manage stage in Vendor Village. Manage load in/out of vendors. Work with local Governments to ensure paperwork is in order. Work with bear control during event.

### SERVICE

EARLY LEARNING CENTER BOARD  
ASPEN FOOD AND WINE  
2011-2019  
AVSC EQUIPMENT NIGHT

#### SPECIAL EVENTS DIRECTOR

ASPEN VALLEY SKI & SNOWBOARD CLUB, ASPEN, CO // 2012-2015  
Manage all AVSC events, support staff and volunteers. Manage event budgets, fundraising goals and reporting to the Board. Collaborating with City of Aspen on Special Events. Events include Winter Kick off party (300 guests, silent auction, Hall of Fame), Awards Banquet (300 guests), July 4<sup>th</sup> Picnic (300 guests), Ajax Cup Ski Race Fundraiser (14 teams, celebrity hosts, bib draw party, après party, live auction).

### INTERESTS

Traveling      Snowboarding  
Hiking        Scuba Diving  
Rafting        Mountain Biking

#### OTHER POSITIONS //

##### BASE CAMP DIRECTOR

ASPEN VALLEY SKI & SNOWBOARD CLUB, ASPEN, CO // 2008-2012

##### EVENT COORDINATOR

HOST QUEENSTOWN (HQNZ) // NEW ZEALAND // 2007

##### MOBILE ENERGIZER

RED BULL // NEW ZEALAND // 2004-2006

### REFERENCES

Available upon request.

*Charlotte**Please contact me to**confirm receipt.**I don't have a resume so  
it wouldn't let me submit form***Form Center**

By signing in or creating an account, some fields will auto-populate with your information and your submitted forms will be saved and accessible to you.

*Thanks***Citizen Board Application Form**

Select the Board, Commission, or Committee applying for\*

Housing Authority

**Personal Information**

First Name\*

Rick

Last Name\*

Head

Physical Address\*

[REDACTED]

Mailing Address\*

[REDACTED]

City\*

Aspen

State\*

Co

Zip\*

81611

Home Phone Number\*

[REDACTED]

Business Address\*

[REDACTED], Aspen, Co.

Business Phone Number\*

[REDACTED]

Occupation\*

Real Estate Broker

**Email Address\*****Residency Information****Length of Residency in Pitkin County\***

50+ years

**Are you a registered voter\***☒ Yes☐ No**Education and Hobbies****High School**[Select Language](#) ▼

Great Neck North HS, NY

**College**

Pennsylvania Military College and CMC

**Trade or Business School****Hobbies**

golf, hiking

**Organization Membership Information****Are you currently serving on other Boards, Commissions, or Committees?\***☒ Yes☐ No**If yes, which**

APCHA, Pitkin County Board of Adjustment

**Have you served on a Board, Commission, or Committee before?\***☒ Yes☐ No**If yes, which**

City of aspen Board of Adjustment



**Please list organization memberships and positions held**

Aspen Board of Realtors (Emeritus), Elks Lodge #224 former President and current Trustee, Professional Ski Instructors of America (Emeritus), founding and current BoD

**Please List Areas of Special Interest**

**ATTENTION BOARD OF HEALTH APPLICANTS**

Please answer the questions below if you are submitting an application for the Board of Health.

**Share what you know about Public Health and why you are interested in committing your time and energy to serving on the Board of Health?**

**What can you contribute to the Board of Health? Is there a specific content expertise you would like to offer (mental health, public health, environmental health, medicine/nursing, health education, community advocacy, housing business education, media relations, etc.)?**

**Please Attach Your Resume as a pdf\***

Choose File no file selected

**This field is required.**

☒ Receive an email copy of this form.

**Email address**


This field is not part of the form submission.

\* indicates a required field

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Julian

Last Name Hills

Physical Address

Mailing Address

City Aspen

State CO

Zip 49650

Home Phone Number

Business Address Amatis Controls, 209 Aspen Airport Business Center Suite H

Business Phone  
Number

Occupation Software Engineer

Email Address

### Residency Information

Length of Residency in  
Pitkin County 4 years

Are you a registered  
voter Yes

### Education and Hobbies

High School Benzie Central High School, Benzonia, MI - grad. 2010

College University of Michigan, B.S. Computer Science, - grad. 2015

Trade or Business  
School Manufacturing Technology Academy, Traverse City, MI, grad.  
2010

Hobbies Skiing (downhill and uphill), Programming, Travel,  
Running, Live Music.

### Organization Membership Information

Are you currently serving on other Boards, Commissions, or Committees?

No

If yes, which

*Field not completed.*

Have you served on a Board, Commission, or Committee before?

No

If yes, which

*Field not completed.*

Please list organization memberships and positions held

Volunteer film screener - Aspen Shorts Fest (2019 Fest)  
Primarily participated in science and technology programs through college, incl. University of Michigan: Weather Underground Startup Trek, Startup Academy, Undergraduate Research Opportunity Program (2 years at Molecular Behavioral Neuroscience Laboratory), Undergraduate Research Opportunity Program International (Summer Biomedical Research Internship at RWTH Aachen Univeristy in Aachen Germany).

Please List Areas of Special Interest

I am interested in technology and its possibility to make life better. I have enjoyed the chance to engage with nature through many beautiful recreation opportunities in Aspen such as skiing, trail running, biking and trekking. Aspen is an amazing place to pursue life's passions, and I have been fortunate to live in this exceptional community as I began my career as a software engineer. Now that I have been here four years, I feel that I understand "what it's all about" better than when I first got here. We are blessed to have free newspapers, transportation, and public trails to enjoy here. We are also so lucky to have affordable housing in our town- and yet, it remains a challenge for a lot of young people to get settled here. I believe that if we are to continue flourishing and leading the nation in many social spheres, we need to double down on our commitment to the housing program. The more accessible, organized, and transparent it is, the better off we all are. My first software job after college was working for a small company out of a house on 2nd Street (I found out about the opening through an ad in the Aspen Times) - our tools powered a high-traffic advertising/content network serving millions of hits a week. When that chapter came to an end, I moved on to an Internet-of-Things company in the ABC, where we focus on wireless building controls and sustainability. I've been there for the last three years, serving as a web developer and firmware engineer (making sure to take a lunch lap at Tiehack when I can). My hope is that I can use my technology skills and experience to aid in the discussion, design, and development of tools that support the vision of APCHA and the citizens of Aspen/Pitkin County- so that one day anyone who wants to stay and contribute positively to our community is able to. I also believe that the experiences I formed as I transitioned from a

fresh college graduate facing student loan debt and uncertainty to feeling stable and 'at home' here give me a passion for attracting, connecting with, and supporting the next round of young, skilled workers who choose to build careers and follow their passions here.

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**ATTENTION BOARD OF HEALTH APPLICANTS**

*Please answer the questions below if you are submitting an application for the Board of Health.*

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Share what you know about Public Health and why you are interested in committing your time and energy to serving on the Board of Health?

*Field not completed.*

What can you contribute to the Board of Health? Is there a specific content expertise you would like to offer (mental health, public health, environmental health, medicine/nursing, health education, community advocacy, housing business education, media relations, etc.)?

*Field not completed.*

Please Attach Your Resume as a pdf

[Resume.pdf](#)

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## Profile and Education

Thank you for considering me for a volunteer position on the APCHA board! I'm a Spring 2015 graduate of the University of Michigan, where I majored in Computer Science, and was active in research and developmental pursuits across several disciplines. I fully realized my passion for computing in the fall of 2013. Since then, I've enjoyed learning as much as possible, while trying to stay mindful of the big picture.

After graduating, I moved to Aspen and was immediately overcome with the feeling that our natural environment and opportunities for wellness are unparalleled. I believe deeply that Aspen is uniquely suited to serve as a testing ground for big ideas, and in doing so, can lead the world.

## Work Experience

### **AMATIS CONTROLS - ASPEN, CO (SEPT 2016-PRESENT)**

I work as a web developer, and firmware engineer for a wireless lighting and building controls company. I am responsible for leading the design, implementation, and approval of the software that powers a physical product line of embedded computers slated for a minimum total life run of roughly 30,000 units and 30 million dollars in sold product. In addition, I enjoy specializing in security work and have built end to end encryption services for securely delivering firmware updates in the field on critical wireless networks including the Microsoft and Facebook corporate campuses.

### **LOLSPOTS.COM - ASPEN, CO (DEC 2015- SEPT 2016)**

I worked as a web developer, and backend engineer, building tools to automate the delivery of content on a network with millions of hits a week, and working to automate the reporting of how many impressions were being served, so that we could efficiently bill clients and predict in real time the most valuable content to serve.

### **IPO CENTER - 520 E. HYMAN AVE, ASPEN, CO (SEPT 2015 - DEC 2015)**

Worked with customers to identify their technological needs and provide solutions, whether in the form of sales, service, or one-on-one training sessions. I help to solve a variety of hardware and software challenges in a timely and professional manner, and stay up-to-date on best practices.

## Other Programming Experience / Interests

Focus areas include system administration, encryption and secure systems, front and back-end web development, and internet-connected devices.

## Other/Experiential

### **UROP INTERNATIONAL AT RWTH AACHEN UNIVERSITY, AACHEN, GERMANY (SUMMER 2013)**

I was part of a small group of undergraduate students from North America accepted to participate in international research at RWTH Aachen University. My research project involved designing a biological assay to calculate the number of ion channels expressed on the surface of cells. Through this experience, I was able to further refine my attention to detail and critical thinking skills, while learning more about the German language and culture.

### **MOLECULAR AND BEHAVIORAL NEUROSCIENCE INSTITUTE, ANN ARBOR (FALL 2011- SPRING 2013)**

I spent two years working as a research assistant in Dr. Hisashi Umemori's neuroscience lab. During this time I lead my own research project which involved investigating neuroplasticity within the hippocampus. I learned a wide variety of skills, ranging from brain surgery (on mice) to public speaking, effective communication, and time management.

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Bret

Last Name Hirsh

Physical Address

Mailing Address

City Aspen

State CO

Zip 81611

Home Phone Number

Business Address

Business Phone  
Number

Occupation Financial Advisor

Email Address

### Residency Information

Length of Residency in  
Pitkin County 1

Are you a registered  
voter Yes

### Education and Hobbies

High School Montclair Kimberly Academy

College University of Pennsylvania

Trade or Business  
School *Field not completed.*

Hobbies Family, Biking, Skiing,

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

No

If yes, which

*Field not completed.*

Have you served on  
a Board, Commission,  
or Committee before?

No

If yes, which

*Field not completed.*

Please list organization  
memberships and  
positions held

*Field not completed.*

Please List Areas of  
Special Interest

Housing, Finance

ATTENTION BOARD OF HEALTH APPLICANTS

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and energy to serving  
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What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

[Bret Hirsh Resume 2019.pdf](#)

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**EXPERIENCE**

**Obermeyer Wood Investment Counsel (OWIC), Aspen, CO and Denver, CO** August 2018 – Present  
*Vice President, Investments and Client Advisory*

- Financial advisor and member of the firm's Portfolio and Investment Committees; responsible for investing and managing the firm's ~\$1.6B of assets.
- OWIC is one of the top-rated wealth advisors in the state of Colorado; founding partner, Wally Obermeyer, currently ranks #2 according to Forbes).
- Services include investment advisory, retirement planning, philanthropic advisory, and investment policy formation.

**One Tusk Investment Management, New York, NY** April 2016 – April 2018  
*Senior Investment Research Analyst*

- One of two founding Senior Research Analysts at One Tusk Investment Management, founded in 2016 by Vivian Lau, who was previously the Co-Chief Investment Officer of Serengeti Asset Management. The One Tusk team predominantly includes team members from the Multi Strategy Investment business within the Goldman Sachs Special Situations Group (SSG), which was the team Vivian co-headed prior to founding Serengeti.
- Investment strategy combines capital preservation with capital generation. Ability to invest across the capital structure, underwriting high quality companies with conviction where business fundamentals are misunderstood.
- Held primary responsibility for all investments in consumer, business services, industrials, and software/technology.

**Crestwood Capital Management, New York, NY** October 2013 – March 2016  
*Managing Director*

- One of three Senior Analysts managing \$850M of capital to invest in growth equities on both the long and short side. The firm was founded in 1995 and co-managed by Michael Weisberg and Amit Mehta.
- Helped manage a team of Junior Analysts in India, who synthesize industry data, quarterly earnings, and other quantitative benchmarking analysis, allowing for incremental productivity without incremental junior support.

**Scout Capital Management, New York, NY and Palo Alto, CA** 2010 – 2013  
*Senior Analyst*

- One of five Senior Analysts managing \$6.5B of capital with the mandate to invest in equities on both the long and short side.
- The Fund was founded in 1999 and was managed by Adam Weiss and James Crichton. The firm returned money to investors at the end of 2013.
- Had direct responsibility for all international consumer stocks as well as U.S. listed, consumer discretionary, gaming and lodging, and business services stocks.
- Was responsible for idea generation and recommendations, on both the long and short side, as well as all financial analysis, conducting due diligence, and meeting with management teams. Traveled extensively to South America, China, India, and Europe.
- Reported directly to the Portfolio Manager. Drafted extensive investment memos and presented to Investment Committee; provided regular updates on current or prospective positions.

**Karsch Capital Management, New York, NY** 2007 – 2010  
*Managing Director*

- Hired by the founder, Michael Karsch, as his Junior Analyst. Promoted from Junior Analyst to Director in 2009 and then Managing Director in 2010. Sector generalist with responsibility within a variety of industries, including multi-industrials, transportation, packaging, non-residential construction, building products, and beverages.
- The Fund was founded in 2000 and was managed by Michael Karsch, a former managing director at Soros Fund. Management incorporated a concentrated, fundamental, GARP and value-oriented investment philosophy. Fund AUM averaged approximately \$3B from 2007-2010.

**Ares Management, LLC, New York, NY** 2005 – 2007  
*Ares Capital Corporation (NASDAQ: ARCC), Financial Analyst*

- Conducted extensive strategic, financial and industry due diligence and construct dynamic financial models to evaluate investment opportunities and subsequently present recommendations to the Investment Committee.

**Credit Suisse First Boston, New York, NY** 2004 – 2005  
*Leveraged Finance, Financial Sponsors Group, Financial Analyst*

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**EDUCATION**

**University of Pennsylvania, Philadelphia, PA** 2001 – 2004  
*Bachelor of Science in Philosophy, Political Science and Economics, cum laude*  
Cumulative GPA: 3.54

- Relevant Courses: Corporate Finance, Financial Accounting 101, Financial Accounting 201, Real Estate Investments, Macroeconomics, Microeconomics, Statistics, Business and Entrepreneurial History, and Ethics
- Active in class fundraising (Benjamin Franklin Society)

**Trinity College, Hartford, CT** 2000 – 2001  
• Honors: Dean Scholar Award (2001), awarded to highest 25 GPAs in the freshman class



## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Rob

Last Name Ittner

Physical Address

Mailing Address

City Aspen

State Co

Zip 81611

Home Phone Number

Business Address Aspen CO 81611

Business Phone  
Number

Occupation Restaurant Management, Operations, Catering, Consulting,  
Marketing

Email Address

### Residency Information

Length of Residency in  
Pitkin County 20 Years

Are you a registered  
voter Yes

### Education and Hobbies

High School Proctor Academy

College University of Vermont

Trade or Business  
School Culinary Institute of America

Hobbies To many to mention

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

Yes

If yes, which

ACRA Board of Directors

Have you served on  
a Board, Commission,  
or Committee before?

Yes

If yes, which

Board of County Commissioners

Please list organization  
memberships and  
positions held

*Field not completed.*

Please List Areas of  
Special Interest

*Field not completed.*

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the Board of Health.*

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about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

## **ROB ITTNER**

██████████, Aspen, CO 81611, ██████████

### **PROFESSIONAL DEVELOPMENT**

**Owner. TasteAspen.com Aspen CO.** May 2018 - Present

**Owner. The Cottage Aspen. Aspen CO.** May 2018 - Present

**Owner. Cooking School of Aspen. Aspen CO.** March 2016 – Present

**Owner. Rustique Bistro. Aspen CO.** September 2000 - Present

**County Commissioner, Pitkin County, Colorado 2011-2015**

Elected office. Top government policy maker for Pitkin County

**Owner. RANGE Restaurant and Renaissance Restaurant. Aspen CO.** September 2000 – October 2007

**President. Colorado Restaurant Association Roaring Fork Valley, CO.** September 2004 - 2006

**Restaurant Manager. Hotel Jerome, Aspen, CO.** January 1999 – October 1999

**Instructor/Manager. NEW ENGLAND CULINARY INSTITUTE, Burlington, VT.** June 1997- Dec 1998

#### **Instructor Responsibilities:**

Lead instructor for an intensive one month class that focuses on the basic information necessary to operate the dining room of a restaurant.

- Conduct a two-hour lecture five days a week

The lecture series consists of:

- All areas of Restaurant Operations.
- Reservation and Host Management.
- Beverage Programs and Beverage Information, including first year wine program.
- Oversee a lab six days a week where students work within a fully operational restaurant.
- Development of course materials and conducted monthly evaluation of students.

#### **Management Responsibilities:**

Primary manager for New England Culinary Institute's newly opened flagship restaurant NECI Commons in downtown Burlington. Responsible for overseeing all operations of the 200 seat restaurant and supervision of 50 staff members and 5 supervisors.

- Organized and oversaw opening staff training.
- Set up cost control systems.
- Maintain customer relations and marketing on an ongoing bases.

**Senior Manager. MONA'S RESTAURANT, Burlington, VT.** September 1995 - June 1996

Assisted in all of the opening operations from the planning through the execution stages and oversaw all operations of the newly opened restaurant as the senior manager.

- Opening Manager. Involved with all aspects of start up for the 200 seat restaurant.
- Oversaw staff training.
- Programming of point of sale system.
- Customer and employee relations.
- Developed procedures for waste and cost control.
- Implemented sales tracking systems.

**Manager. BOURBON STREET GRILL, Burlington, VT.** 1994 - 1995

- Oversaw the beverage program.
- Managed front of house.

**GIORGIO ARMANI, Manchester, VT.** 1993-1994

- Assisted in the opening of Armani's only outlet store.

**Owner. SCHOLASTIC NEWS SERVICE, Burlington, VT.** 1991-1993

- Managed and operated newspaper distributions to colleges in Burlington area.
- Sold subscriptions to faculty, staff, and students at 5 different Colleges.
- Distributed to over 1500 subscribers daily.
- Managed two employees.
- Maintained the day to day and year end bookkeeping.

**President. STUDENT ACTIVITIES FILM CLUB, Burlington, VT. 1990-1993**

- Managed a 400 seat movie theater.
- Controlled the funding, advertising, and showings of movies.

**Teachers Assistant. UNIVERSITY OF VERMONT (Managerial Accounting). 1991**

- Taught four hours per week for six week term.
- Tutored three hours per week.

## **EDUCATION**

**THE UNIVERSITY OF VERMONT, COLLEGE OF BUSINESS, Burlington, VT.**

- Bachelor of Science in Business Administration with a concentration in Accounting, 1993.

**CULINARY INSTITUTE OF AMERICA, St. Helena, CA. 12 week culinary comprehensive. 1997**

- 12 certificate program in culinary arts, baking and wine. April 1997
- 2 week certificate courses in wine and Mediterranean cuisine. Nov. 1997

**PROCTOR ACADEMY, Andover, NH. Graduated with honors. 1989**

- NATIONAL HONOR SOCIETY.

## **SKILLS AND ACTIVITIES**

**Computer skills**

Working knowledge of: Word, Excel, Quick Books, Web Design, Microsoft 365, Many other  
Programming of point of sale systems. Micros and Aloha

**Treasurer, Sigma Phi Society Club, 1996-1997**

Oversaw all the finances of the alumni organization for the Vermont chapter.

**Avid outdoorsman**

Skiing, biking, hiking, sailing

**College Activities**

- **SIGMA PHI SOCIETY**, Positions held: Treasurer, House Manager, Kitchen Manager.
- **CREW TEAM & LACROSSE TEAM** Varsity Member.
- **UNDERGRADUATE BUSINESS SOCIETY, Treasurer.**
- **ACCOUNTING CLUB**
- **FINANCE CLUB**
- **ENTREPRENEURS CLUB**

**Founding Member of Aspen Young Professional Association**

- **Board Member from 2002-2009. Positions held:.** Treasurer, Business Development Chair, Governance Chair

**Buddy program Big Buddy. 2008-2010.**

**RESTAURATEUR OF THE YEAR 2004 – Aspen Magazine**



Charlotte Anderson &lt;charlotte.anderson@pitkincounty.com&gt;

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**Online Form Submittal: Citizen Board Application Form**

1 message

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**noreply@civicplus.com** <noreply@civicplus.com>  
To: charlotte.anderson@pitkincounty.com

Fri, Jun 21, 2019 at 1:03 PM

**Citizen Board Application Form**

Select the Board,  
Commission, or Committee  
applying for

Housing Authority

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**Personal Information**

---

First Name Ellen

---

Last Name Itzler

---

Physical Address

---

Mailing Address

---

City Snowmass

---

State CO

---

Zip 81654

---

Home Phone Number

---

Business Address

Ft. Lauderdale, FLA 33316

---

Business Phone Number

---

Occupation Attorney

---

Email Address

---

**Residency Information**

---

Length of Residency in Pitkin  
County 10 years

---

Are you a registered voter No

---

**Education and Hobbies**

---

High School Wolfson High School

---

College University of Florida

---

Trade or Business School University of Miami School of Law

---

Hobbies cycling, hiking, skiing, swimming

## Organization Membership Information

Are you currently serving on other Boards, Commissions, or Committees?

No

If yes, which

*Field not completed.*

Have you served on a Board, Commission, or Committee before?

Yes

If yes, which

Past Board Member for: Ars Flores Symphony, Partners in Excellence, Girl Scouts of Broward County (also served as general counsel), Jewish Federation of Broward County, Women's Division of Jewish Federation, Young Leadership Division of Jewish Federation

Please list organization memberships and positions held

see resume

Please List Areas of Special Interest

Served as General Counsel for the Hollywood Housing Authority, Hollywood, Florida since 2008

## ATTENTION BOARD OF HEALTH APPLICANTS

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What can you contribute to the Board of Health? Is there a specific content expertise you would like to offer (mental health, public health, environmental health, medicine/nursing, health education, community advocacy, housing business education, media relations, etc.)?

*Field not completed.*

Please Attach Your Resume as a pdf

[ERI resume 2019.pdf](#)

Email not displaying correctly? [View it in your browser.](#)

ELLEN R. ITZLER

██████████  
SNOWMASS, CO  
██████████  
██████████

## **EXPERIENCE**

**Co-founder, Partner, Real Estate Department Head, Firm Administrator, Director and Office Manager- Itzler & Itzler, P.A. Ft. Lauderdale, Florida (2000 to present)**

Practice areas: Transactional real estate including construction, financing, leasing, development, sales, purchases, residential and commercial properties. Representation includes all aspects of construction, acquisition, sale, development, leasehold interest, loan, escrow, easement and 1031 exchange. Majority of representation involves sophisticated and legally complicated multi-million dollar (Ten to Fifty Million plus) real estate-based transactions.

Types of clients: developers, investors, lenders, individuals, partnerships, limited liability companies, corporations, borrowers, tenants, landlords, sellers, buyers and housing authorities. Types of developments: commercial shopping centers, retail centers, apartment complexes, residential property, commercial developments, office buildings, hotels, affordable housing, outparcel development, anchor and in-line tenancies.

Objective: To provide innovative approaches to facilitate transactions without jeopardizing the security or business goals of the project.

**Developer, Landlord and President – Itzland, Inc. (1998 to present)** Designed, financed, constructed and developed office building and residential buildings and responsible for managing tenant relations, property management and leasing.

**Partner and Real Estate Department Head - Osborne & Osborne, P.A. Boca Raton, Florida (1996 to 1999)**

Responsible for forming and heading the firm's real estate department focusing in the area of real estate financing, transactional real estate law and commercial leasing and overseeing a staff of attorneys and paralegals.

**Partner- Ruden, McClosky, Smith, Schuster & Russell, P.A. n/k/a Greenspoon, Marder Ft. Lauderdale, Florida (1984-1995)**

Partner in charge, handling all aspects of transactional real estate with a sophisticated developer-based clientele. From 1984-1986, I also served as the Managing Attorney for the Plantation office (overseeing staff).

**Associate - Law Offices of Arthur S. Weitzner Miami, Florida (1983-1984)**

Practice included the representation of Federal Bankruptcy Court appointed Trustees handling the dissolution and reorganization of bankrupt real estate and business assets and related matters.

## **FACULTY POSITIONS/SPEAKING ENGAGEMENTS**

**Adjunct Professor – Shepard Board Law Center, Nova Southeastern University (2004 & 2006) - Real Estate Finance**

**Adjunct Professor - Nova University Nova Banking Institute (1989-1992) - School for Real Estate Construction Lending and School of Real Estate and Construction Technology and the Development Process**

**Speaker - "Landlord and Tenant Law" -Lorman Education Services**

## **CERTIFICATIONS**

**AV Rating** - 20+ years, Martindale-Hubbell

Approved Title Agent/Attorney for Attorney's Title Insurance Fund (underwriter Old Republic) and Chicago Title Insurance Company Florida Supreme Court; United States District Court; United States Court of Appeals - Eleventh Circuit

Past Florida Bar Appointments: Communications Law, Computer Law and Individual Rights and Responsibilities Committees

## **EDUCATION**

University of Miami School of Law (Juris Doctor degree conferred) Dean's List; Moot Court Finalist; Student Council

University of Florida (Bachelor of Arts degree in Philosophy, conferred with High Honors)

London School of Polytechnic (England)

## **CIVIC INVOLVEMENT/AWARDS**

Board Member and General Counsel, Ars Flores Symphony Orchestra (2005-2018)

General Counsel, Hollywood Housing Authority (2008-present)

Counsel, Life4Net Families (2016)

Graduate, Leadership Broward Class XII (1990-1991)

Past Board Member for: Partners in Excellence, Girl Scouts of Broward County (also served as general counsel), Jewish Federation of Broward County, Women's Division of Jewish Federation, Young Leadership Division of Jewish Federation

Licensed Foster Parent - Jewish Adoption and Foster Care Options (JAFCO) (1999-2002)

Women's National Young Leadership Cabinet for Jewish Federation (1997-2001)

Selected USA Team Member -18<sup>th</sup> Maccabiah Games, Israel (2009) - Recipient of 11 medals (6 Gold, 3 silver and 2 bronze)

Selected TransAmerica Bike Team Member (1981) - cycled Cross country from Ft. Lauderdale, Florida to San Francisco, California to raise awareness for World Hunger

Recipient of the Alvin Gross Service Award - Soref Jewish Community Center

Recipient of the Madrichim Leader's Award - Jewish Federation of Broward County

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name David

Last Name Laughren

Physical Address

Mailing Address

City Aspen

State Colorado

Zip 81611

Home Phone Number

Business Address

Business Phone  
Number

Occupation Sales and Bussines Development

Email Address

### Residency Information

Length of Residency in  
Pitkin County Aspen . 35 years

Are you a registered  
voter Yes

### Education and Hobbies

High School yes

College University of Colorado, Boulder

Trade or Business  
School *Field not completed.*

Hobbies Music, hiking, biking

### Organization Membership Information



Are you currently serving on other Boards, Commissions, or Committees?

No

If yes, which

*Field not completed.*

Have you served on a Board, Commission, or Committee before?

Yes

If yes, which

Founding President, Early Learning Center

Please list organization memberships and positions held

*Field not completed.*

Please List Areas of Special Interest

Quality Workforce Housing for young families and singles who if given the opportunity will become long term residents of Aspen and Pitkin County. Thereby continuing a real community of year-round residents who work, grow, raise families, thrive and give back to the community. Quality affordable housing that each owner is proud of and committed to maintaining and improving. Aspen in particular is in danger of becoming a ghost town full of mansions. The streets and parking will be filled with cars that that come and go every day from other more affordable locations. I love this community. It has provided fantastic opportunities for me and my family. It saddens me when I see young people and young families forced to move on because they cannot afford respectable housing. I and my family have only been able to live in Aspen for 35 years because of Workforce housing opportunities to own our home. I want to be part of a re-invigorated APCHA committed to building quality housing opportunities for singles and young families.

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for the Board of Health.*

Share what you know about Public Health and why you are interested in committing your time and energy to serving on the Board of Health?

*Field not completed.*

What can you contribute to the Board of Health? Is there a specific content expertise you would like to offer (mental health, public health,

*Field not completed.*

environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

---

Please Attach Your  
Resume as a pdf

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[David Laughren Resume 2019.doc](#)

## DAVID LAUGHREN

Aspen, Colorado 81611

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### **Business Owner, Event Producer, Director of Sales, Operations Manager**

Highly organized manager who thrives on multi-tasking

Extensive and successful experience in all phases of planning, executing and managing major projects

Exceeded goals in sales driven media organizations through leadership and promotion of teamwork

### **The Aspen Times Aspen, CO**

**2007 - 2018**

#### ***Sales Manager, Director of Business Development***

- Embrace team success by providing training, advice and creative ideas for overcoming challenges
- Developed a solid customer base while continuously targeting new customers
- Developed and implemented national and world-wide digital marketing campaigns
- Devised strategies for positioning and branding a variety of businesses
- Regularly achieved and exceed monthly and yearly sales goals by anticipating my customers needs

### **Gallagher Sharp West, Aspen, CO**

**2003 - 2007**

#### ***Account Director***

Major account director for this twenty-year-old boutique marketing and design firm specializing in high end luxury resorts, hotels and planned communities. Clients were located throughout the United States and Mexico

- Developed comprehensive marketing and public relations plans including budgets, for one to five years from entitlement to sell out
- Supervised marketing budgets up to \$1.5 million per year
- Day to day client relations
- Created website content plans, managed website development from start to finish
- Managed creative design process including cost estimates and printing
- Designed national media plans executing all buys and managing all placements

### **Aspen Skiing Company, Aspen, CO**

**2006 - 2008**

Recruited to establish the Bud HI-Fi winter, on-mountain concerts series and to contribute creative and production expertise to the Event Marketing Department

- Managed the Bud HI-Fi Concert series including booking talent, setting production requirements, planning and implementing the marketing program
- Contributed to the creation of five new winter events for the purpose of corporate marketing and guest retention

### **Avalanche Productions, Inc Aspen, CO**

**1986 - 2008**

#### ***Owner / President***

Founded and managed this company focused on event marketing, production and promotion with over twenty years of success in locations throughout the Rocky Mountain region

- Responsible for total organization, on-site coordination and management of hundreds of events for audiences ranging from 300 to 30,000
- Local production and site manager for numerous regional and network TV programs
- Extensive interaction with local governments, agencies and diverse civic groups to define common goals and resolve conflicts
- Planed and implemented all sales and marketing campaigns, including creative development
- Corporate clients included Aspen Ski Company, HBO Comedy Arts Festival, 2002 Winter Olympics, Forstmann Little & Co, World Championships for Alpine Skiing, Goldman Sachs, Aspen Music Festival, Ski Events Associates, Vail Valley Foundation, Steamboat Ski and Resort Corporation, Ohlmeyer Communications, Keystone Resort, Vail Resorts

**Aspen Artist Development Conference    Aspen, CO**

**1996 - 2003**

***Partner / General Manager***

Co-creator of this annual conference for Music Industry insiders focusing on artist branding and career development in the digital music world

- Budget planning and management
- Staff deployment and supervision
- Implemented targeted marketing programs for industry executives
- Contributed to development of yearly content as well as specific seminar topics

**Education**

University of Colorado, Boulder  
Bachelor of Arts, Communication

**Volunteer Work**

- Founding President, Board of Directors, Early Learning Center
- Teacher, Aspen High School Vocational Ed
- Save the Wheeler Opera House Campaign
- Aspen Community Theater
- Produced benefit concerts for The Aspen Music Festival and School- John Denver's Windstar Foundation – Camp School for the Deaf- Aspen Valley Ski Club ... and many others

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Peter

Last Name Louras

Physical Address

Mailing Address

City Aspen

State CO

Zip 81611

Home Phone Number

Business Address same

Business Phone  
Number n/a

Occupation Retired - Former Corporate executive in San Francisco Bay Area

Email Address

### Residency Information

Length of Residency in  
Pitkin County 14 years

Are you a registered  
voter Yes

### Education and Hobbies

High School Rutland High School

College Lehigh University

Trade or Business  
School *Field not completed.*

Hobbies Skiing, Gardening, Bonsai

### Organization Membership Information

Are you currently serving on other Boards, Commissions, or Committees?

Yes

If yes, which

Pitkin County FAB; AVH Audit Committee; AVH Foundation Board; AVH PFAC committee

Have you served on a Board, Commission, or Committee before?

Yes

If yes, which

Frontiers Group Housing Committee

Please list organization memberships and positions held

Currently re-engaging with non-profits after serving as Board Chairman for NY Stock Exchange public company. Formerly Board member and President of Colorado Rocky Mountain School; Formerly Board member and President of Aspen Film; currently engaged with SPARC to possibly join Board in support of future plans for the ARC; AVH - member of Audit Committee; member of AVH Foundation Board; member of PFAC committee; City of Aspen and Pitkin County FAB

Please List Areas of Special Interest

Financial person by training; well versed in corporate and non-profit governance; strategic planning for businesses and non-profits. Interested in new APCHA board because I have experience with the housing issues based on my Frontiers Group experience. Also, a new board will have organizational and governance issues to address - an area where I have lots of experience.

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for the Board of Health.*

Share what you know about Public Health and why you are interested in committing your time and energy to serving on the Board of Health?

*Field not completed.*

What can you contribute to the Board of Health? Is there a specific content expertise you would like to offer (mental health, public health, environmental health, medicine/nursing, health education, community advocacy,

*Field not completed.*

housing business  
education, media  
relations, etc.)?

---

Please Attach Your  
Resume as a pdf

[Resume 8 \(new\).docx](#)

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# PETER N. LOURAS

Aspen, CO 81611

## Summary of Experience

- Independent Chairman of public company board (Simpson Manufacturing Company, Inc.)
- President of two local non-profit boards (CRMS and Aspen Film).
- Board member of numerous non-profits and public/private companies over 35 years.
- Retired senior executive of leading consumer packaged goods company (Clorox).
- Ten years of experience building and operating a significant international business (Clorox).
- Extensive experience working with people from different cultures and ethnic backgrounds.
- Strong operations and financial expertise.

## Public Company Board

1999 - 2019

**Simpson Manufacturing**

Pleasanton, CA

- Independent Chairman of the Board (2014 – 2019) of this highly profitable, NY Stock Exchange company that fabricates specialty construction products for the housing industry.
- Previous Chair of Audit Committee (2004 – 2014).

## Private Company Board

2002 – 2014

**Dealer Fusion**

Concord, CA

- Minority owner and Board member of this profitable start-up company.
- Company competed in online data gathering and sharing for auto dealers in three Western states.

## Non-profit Boards - Aspen

2005 – 2014

**Colorado Rocky Mountain School**

Carbondale, CO

- President of Board of Trustees from 2010 to 2013
- Led successful \$10 million capital campaign effort to upgrade campus facilities. Largest capital campaign in the history of this boarding high school.



- |             |                   |           |
|-------------|-------------------|-----------|
| 2008 – 2012 | <b>Aspen Film</b> | Aspen, CO |
|-------------|-------------------|-----------|
- President of Board 2009 to 2011.
  - Led effort to help modernize this 35-year-old local nonprofit.

## WORK EXPERIENCE

---

- |             |   |             |
|-------------|---|-------------|
| 1980 - 2000 | <b>Group Vice President, The Clorox Company</b> | Oakland, CA |
|-------------|---|-------------|
- Joined Clorox in 1980 as a mid-level financial manager. In 1992 promoted to the 5-person Executive Committee as a Group Vice President. Responsibilities included executive responsibility for the Company's international business building efforts for over 10 years.
- |             |                               |  |
|-------------|-------------------------------|--|
| 1972 - 1980 | <b>PricewaterhouseCoopers</b> |  |
|-------------|-------------------------------|--|
- Joined the audit department of PWC in their Philadelphia office in 1972; transferred to the PWC San Francisco office in 1975. Increasing responsibilities throughout the eight years of my time with PWC

## EDUCATION

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- |      |                                     |
|------|-------------------------------------|
| 1972 | BA in Accounting, Lehigh University |
| 1968 | Graduate, Rutland High School       |

## PERSONAL

Born and raised in Rutland, Vermont. Graduated Lehigh University in Bethlehem, PA in 1972. Joined PWC in Philadelphia in 1972. Transferred to PWC San Francisco office in 1975. Married to Sam Louras – January 1977. 2 grown / married children; 4 grandchildren. Retired Clorox in June 2000. Moved full-time to Aspen, CO in July 2005. Sports interests – skiing, golf, tennis, hiking, biking. Hobbies – Bonsai, gardening, landscaping

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Jordan

Last Name Lowe

Physical Address

Mailing Address

City Aspen

State CO

Zip 81611

Home Phone Number

Business Address

Business Phone  
Number

Occupation Manager, Retail

Email Address

### Residency Information

Length of Residency in  
Pitkin County 5 years

Are you a registered  
voter Yes

### Education and Hobbies

High School Girard High School

College Pittsburg State University

Trade or Business  
School *Field not completed.*

Hobbies Trail running, horseback riding, Tuesday Cruisday, walking my  
dog, back packing, hiking, fly fishing

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

No

If yes, which

*Field not completed.*

Have you served on  
a Board, Commission,  
or Committee before?

No

If yes, which

*Field not completed.*

Please list organization  
memberships and  
positions held

*Field not completed.*

Please List Areas of  
Special Interest

Housing Authority

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

[Jordan-Lowe.pdf](#)

# Jordan Lowe

## Store Manager - Euflora

Aspen, CO



I am passionate about being a part of Pitkin County's community in every way. I believe we need young folks on the APCHA board, as they are the ones struggling to find long-term housing. Being able to help locals find and keep long term employee housing is my goal!

Willing to relocate to: Snowmass Village, CO - Basalt, CO - Snowmass, CO

Authorized to work in the US for any employer

## Work Experience

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### Store Manager

Euflora - Aspen, CO

June 2018 to Present

As the store manager of a recreational cannabis company, I am responsible for purchase orders both incoming and outgoing, inventory counts, staff scheduling, online marketing and social media, and training employees. I also handle customer inquiries and complaints and ensuring staff complete monthly sales goals. I am accustomed to arriving to this job at spontaneous times in order to solve unexpected store-related issues, covering shifts of ill employees, and receiving complicated purchase orders.

### Manager

Stash - Aspen, CO

December 2014 to June 2018

Manager of a retail marijuana store. Accountable for orders both incoming and outgoing, inventory counts, customers service, online marketing and social media, and training employees.

### Ranch Hand

Aspen Cattle Company

June 2014 to August 2017

Wrangled and maintained large herds of cattle, working equine, lambs, and pigs. Daily duties included feeding, watering, and observing general health of livestock as well as monitoring and mending fencing.

### Horseback Trail Guide

Snowmass Creek Outfitters - Snowmass, CO

May 2014 to August 2016

I was responsible for assuring clients were educated about the risk of bad weather, unexpected injury on the trail, and livestock behavior. Being prepared for an emergency or inclement weather was a huge part of this job and the reason I am currently CPR certified. Lifting heavy equipment and bales of hay were common in this work environment. I was a leader of groups between the size of 1-10 in several

different wilderness areas and had to keep clients calm, comfortable, and happy while still keeping them properly informed of risks on the trail.

### **Nutrition Assistant**

Via Christi Health

August 2012 to October 2014

1 Mount Caramel Place

Pittsburg, KS 66762

(620)-231-6100

## Education

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Girard High School USD - Girard, KS

2008 to 2012

### **Sustainability and Resource Mgmt**

Pittsburg State University - Pittsburg, KS

Fort Scott Community College - Fort Scott, KS

## Skills

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Communications, Office Equipment, Scheduling, Inventory Management, Hiring, Training, Management, Online Marketing, Social Media Marketing

## Certifications/Licenses

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### **CPR & First Aid**

January 2018 to January 2019

## Additional Information

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References:

Robert Kurtz - Owner/Operator of Aspen Cattle Company

[REDACTED]

Former Manager/Lead of Operations

Ryan Golbus - Music Creation/Production Engineer of Moi Cycle

[REDACTED]

Former Co-Worker/Employee

Garrett Patrick - Owner/Operator of Stash Aspen

[REDACTED]

Former Manager/Lead of Operations

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Tom

Last Name McCabe

Physical Address

Mailing Address same

City Aspen

State CO

Zip 81611

Home Phone Number

Business Address N/A

Business Phone  
Number N/A

Occupation Retired

Email Address

### Residency Information

Length of Residency in  
Pitkin County 46 years

Are you a registered  
voter Yes

### Education and Hobbies

High School South High, Hagerstown, Md

College Univ. of Maryland, College of Business and Public  
Administration

Trade or Business  
School *Field not completed.*

Hobbies outdoors activities

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

No

If yes, which

*Field not completed.*

Have you served on  
a Board, Commission,  
or Committee before?

Yes

If yes, which

Housing Board, many committees, please see resume

Please list organization  
memberships and  
positions held

Elks, Exalted Ruler: Eagles, member: Mt. Rescue, President:  
Public Safety council, member rep: Pitco council on Aging,  
BoD: Pitco Fair Board, BoD: Adjunct faculty, CMC: Colorado  
Hunter Safety Instructor, Master level: Ski Country Amateur  
Radio Club, member: Garfield SAR, Bod: Grassroots  
Television, VP: Colorado Search and Rescue Board, Mission  
Coordinator, BoD: City council, Mayor Pro Tem: Exec Director  
APCHA: NRA, ACLU, PADI advanced open water diver: Pitco  
4H instructor: etc.

Please List Areas of  
Special Interest

Affordable Housing

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

[Aspen, Pitco Hsg Brd Application.pdf](#)

# THOMAS J. MCCABE

Aspen CO · 9

Aspen/Pitkin County Elected Officials  
506 Main Street  
Aspen, Colorado 81611

June 22, 2019

## DEAR COUNCIL AND COMMISSION MEMBERS,

I am applying for a position on the Aspen/Pitkin County Housing Board and this brief resume includes some personal background and highlights my involvement with local affordable housing more specifically.

## Professional Experience

### APCHA Executive Director

**2005 to 2014**

Under the direction of the Aspen/Pitkin County Housing Authority Board (APCHA), I was responsible for the management of activities related to the administration of all APCHA housing program goals, policies, regulations, enforcement budgets, property management, planning, and operational functions of the APCHA. The position entailed the oversight of all APCHA staff, as well as consultant teams performing specific analysis related to housing policies. I also represented APCHA at meetings, in negotiations, and in working with the City and County to develop policies and implement Affordable Housing programs. My service concluded when I retired.

### Aspen City Council/Mayor Pro Tem

**1999 to 2003**

I was one of four council persons along with Mayor Racheal Richards, elected to oversee the administration of a city of approximately 6200 residents, 200 full time employees and a \$95 million-dollar budget. As a member of this body I helped develop the goals, policies, programs, and legislation to promote the safety and welfare of the community and manage the cities assets.

I am proud to have been a prime proponent and city representative in the creation of two rare Public/Private development partnerships which were conceived, planned and completed during my term. The COWOP process was also created to facilitate the timely approvals and construction of both the Aspen Recreation Complex and Obermeyer Place. I served as Mayor Pro Tem for the last two years of my term alongside Mayor Helen Klanderud.



## **While on City Council I was an active proponent/participant for:**

- The complete revision of the Historic Preservation Program
- The conception, planning, approvals, and campaign/ballot issue to finance and build the ARC.
- Hiring a new City Manager, APCHA Director and Police Chief
- The creation of the Special Places Zoning designation which increased the protections afforded to the Ute Cemetery and John Denver Park
- The creation of the regional transit authority, RFTA
- The creation of the city archery range
- Negotiating with the county to resolve all the complex and unfinished property ownership issues in the area of the Rio Grande Park and the Library, which in turn facilitated the approvals and construction of Obermeyer Place
- Negotiating with the county on several important annexations
- The campaign and ballot issue that extended the RETT funding for the Affordable Housing, daycare and Wheeler Opera House programs
- Producing a new Aspen Area Community Plan

## **Experience Specifically Related to Local Workforce Housing**

During my tenure on city council, the APCHA Board and as the Executive Director of the APCHA I was consistently identified as a strong defender and proponent of affordable housing. As such I became involved in many workforce housing issues, some of which are listed below.

- APCHA Executive Director
- Board of Directors, Aspen/Pitkin County Affordable Housing Authority
- Board of Directors, Marolt Affordable Housing
- Board of Directors, Burlingame /MAA Affordable Housing
- Burlingame Annexation negotiations
- COWOP Committee, Bar X/Burlingame Affordable Housing
- COWOP Committee, Puppy Smith Affordable Housing
- COWOP Committee, Obermeyer Place project
- Vocal Council proponent/supporter for addition of 99 new units at Truscott (phase 2)
- Board of Directors, Sopris Village Homeowners Association
- President, East Hopkins Affordable Housing Condo Association
- Negotiations, agreements, land swaps, highway/road realignment, and partnerships needed to create the Burlingame/MAA/Bar X affordable housing

development. I was the president of the Burlingame HOA during the Declarant phase of initial development

- Colorado Municipal League, Affordable Housing Committee
- City Council proponent, Development of APCA Master Plan
- City Council proponent, Ballot issue on Affordable Housing RETT vote
- Policy development for Aspen Mass Affordable Housing Design Competition
- Policy development and creation of Annie Mitchell Affordable Housing Design
- Policy development and creation of Stillwater Affordable Housing Project
- Policy development and creation of 7<sup>th</sup> & Main Affordable Housing Project

## **Other: Leadership, Community, Awards, Personal**

- Owner/operator, Aspen Repair Service for 33 years
- Adjunct faculty, CMC: Bicycle Repair, Mountain Rescue Technique and Mountain Advanced Technique, Colorado Hunter Safety Instructor
- President Mountain Rescue-Aspen
- Mission Coordinator, Mountain Rescue-Aspen
- Rescue Leader, Mountain Rescue -Aspen
- Colorado State Mission Coordinator, Dept. of Local Affairs (DOLA)
- Board of Directors, Colorado Search & Rescue Board (CSRB)
- Vice President, Grassroots Television
- Treasurer, SPARC Board of Directors (ARC)
- Colorado Search & Rescue Fund Board (Colorado Dept. of Local Affairs)
- Pitkin County, Greg Mace Award
- Colorado Municipal League, Aspen representative
- Ruedi Water and Power Authority, Board of Directors (City rep)
- Pitkin County Council on Aging, Board of Directors (youngest founding member)
- Executive Director, SARCON 98
- Board of Directors, Garfield Search & Rescue
- Pitkin County Fair Board
- Pitkin County 4H instructor
- President, Bottom Line Investment Group
- Outstanding Contribution Award, International Mountain Rescue
- 1<sup>st</sup> annual John Denver Vision Award
- Exalted Ruler, Aspen Elks #224
- Member, Fraternal Order of Eagles # 184
- Pitkin County Public Safety Council (MR-A rep)
- Residential Perimeter Security Team Bush/Thatcher Summit, U.S. Secret Service
- Colorado NW Council of Governments (Aspen rep)
- Pitkin County Capital Replacement and Improvements Funding Committee
- Faculty, Aspen State Teachers College (Dean of Personal Appliances)

Finally, I have a degree in Business and Public Administration from the University of Maryland.

I am an honorably discharged military veteran having served in the US Navy operating out of the Amphibious Warfare base at Little Creek Virginia. I completed my service as an ICE 3 Petty Officer. I don't remember a thing except the oceans are big and the chow was pretty good. Semper Fortis.

I am married and the proud father of one daughter. I have lived in affordable housing since 1995 and have lived in the Roaring Fork Valley since 1972.

There are more layers to my involvement in local affordable housing but the things I have covered in this document are, I hope, enough to convince you that I will be an asset to the city and county, and I will be reliable. Housing is a cornerstone of stability for individuals, families and communities, so I urge all City Councilpersons and County Commissioners to continue to monitor the local housing needs and respond to those needs in a manner which maintains that stability going forward.

Thank You for your time and consideration.

Sincerely,

Tom McCabe

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Michael

Last Name Miracle

Physical Address

Mailing Address

City Aspen

State CO

Zip 81611-1135

Home Phone Number

Business Address

Business Phone  
Number

Occupation director of community engagement, Aspen Skiing Company

Email Address

### Residency Information

Length of Residency in  
Pitkin County 14 years

Are you a registered  
voter Yes

### Education and Hobbies

High School Brookfield High School, Brookfield, CT

College Western Connecticut State University

Trade or Business  
School *Field not completed.*

Hobbies reading, skiing, hiking, watching movies, spending time with family

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

Yes

If yes, which

Snowmass Arts Advisory Board; Farm Collaborative; ACRA  
Public Affairs Committee; Aspen Institute Mobility Task Force;  
WE-Cycle;

Have you served on  
a Board, Commission,  
or Committee before?

Yes

If yes, which

Snowmass Arts Advisory Board; Farm Collaborative; ACRA  
Public Affairs Committee; Aspen Institute Mobility Task Force;  
WE-Cycle;

Please list organization  
memberships and  
positions held

*Field not completed.*

Please List Areas of  
Special Interest

I am the president of the Bavarian Condo HOA, an employee  
housing complex. We have worked very hard on both capital  
reserves and capital improvements. We think we are a strong  
HOA, but we still struggle with some of the challenges that  
confront the whole system. Also, as an employee of the largest  
employer in the Roaring Fork Valley, I can bring the perspective  
of a company facing serious workforce housing challenges.

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*



**Michael Miracle**

Director of Community Engagement at Aspen Skiing Company

## Experience



### Director of Community Engagement

Aspen Skiing Company

Oct 2015 – Present · 3 yrs 9 mos



### Aspen Sojourner Magazine

10 yrs 6 mos

#### Editor in Chief

Sep 2010 – Oct 2015 · 5 yrs 2 mos

#### Managing Editor

May 2005 – Sep 2010 · 5 yrs 5 mos



### Senior Editor, Associate Editor, Assistant Editor

Skiing Magazine

Feb 1995 – Aug 2001 · 6 yrs 7 mos

## Education



### Western Connecticut State University

BA, English; Journalism; European Studies

1990 – 1995



### Tilburg University

Comparative Themes of European Integration

1993 – 1994



Re  
Co

Add new sk



See my reco

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Howard

Last Name Moglewer

Physical Address

Mailing Address

City Aspen

State Colorado

Zip 81611

Home Phone Number

Business Address

Business Phone  
Number

Occupation Self Employed Auto Shop owner

Email Address

### Residency Information

Length of Residency in  
Pitkin County 39 years

Are you a registered  
voter Yes

### Education and Hobbies

High School *Field not completed.*

College University of Northern Colorado

Trade or Business  
School *Field not completed.*

Hobbies Biking, Skiing

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

No

If yes, which

*Field not completed.*

Have you served on  
a Board, Commission,  
or Committee before?

No

If yes, which

*Field not completed.*

Please list organization  
memberships and  
positions held

BPOE 224

Please List Areas of  
Special Interest

Current Affordable Housing Owner, concerned that the direction of the current APCHA has drifted too far towards enforcement and eviction and away from needed infrastructure improvements and new construction. This is Not Cost effective and disrupts a Fragile community here in Aspen. The board needs a member who will Not rubber stamp these enforcement actions out of hand. I am that member

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

[APCHA DIRECTION.docx](#)



To: Editorial Department

Re: APCA Fines

**"FEAR AND LOATHING" in old UTE CITY**

APCHA exercises "PUTIN" like dictatorial powers over tenants and homeowners alike. The recent proposal to levy serious fines on our many housing scofflaws smacks of the twisted logic pervasive inside APCA. Most of us in the Affordable Housing program are so frightened of the 800 pound Gorilla that is the APCA we are reluctant to even respond to simple surveys. They seemingly have the power to evict or force the sale of a unit for the most insignificant of reasons. The APCA will tell you it isn't so, but there are numerous cases of this occurring. They claim there is a process in place for appeal, but the reality is they are Judge, Jury and executioner all in one. Let's face it Comrades, we are glorified Renters with tax benefits or Slum dwellers here in old Ute City. Renters are so frightened that they will lose their hard won units they won't even show up to public gatherings sponsored by APCA. Long term locals who have owned Affordable Housing in town are grumbling about not gaining any ground in the Valley's housing market due to the artificially low appreciation Caps on the units. Thus retiring locals have no place to go, which was one of the original cornerstones of the Affordable Housing Program. When a homeowner feels that he doesn't enjoys the rights and benefits of ownership naturally he will not put the necessary resources into the responsibilities of home. I mean APCA prequalifying "choosing" a homeowner's roommate? No wonder there is a serious shortfall in Capital Reserves, a problem with delinquent Dues, and an inventory of dilapidated and antiquated inventory that APCA is sitting on.

The Real question we Should be asking is WHAT should the Affordable Housing Program BE. Do we want an APCA that effectively are Slum Lords maintaining Absolute power over embattled tenants who end up remaining in Aspen for the short term, or do we want to update our housing policies to reflect the realities of life in the Roaring Fork Valley and forge a community in this place? I hereby call for a community referendum on the direction of the Housing Authority.

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Pam

Last Name Moore

Physical Address

Mailing Address

City Aspen

State Co

Zip 81612

Home Phone Number

Business Address N/A

Business Phone  
Number N/A

Occupation Landlord

Email Address

### Residency Information

Length of Residency in  
Pitkin County 1956-1972, 1981-2015, 2019

Are you a registered  
voter Yes

### Education and Hobbies

High School completed

College some

Trade or Business  
School Healing arts

Hobbies *Field not completed.*

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

No

If yes, which

*Field not completed.*

Have you served on  
a Board, Commission,  
or Committee before?

No

If yes, which

*Field not completed.*

Please list organization  
memberships and  
positions held

*Field not completed.*

Please List Areas of  
Special Interest

The Aspen Idea Philosophy Housing Sports

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

Where we live and the sense of well being are extremely  
important to our over all well being and health.

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

In that I have been in the Healing Arts as a Body Worker for the  
past 45 years I understand health on a deep level.

Please Attach Your  
Resume as a pdf

[Resume.doc](#)

Phone:

Aspen, Co 81612

**Objective**

Somatic Experiencing Training Program Diane Heller-Poole instructor

**Massage Therapist**

Lymphatic  
Deep tissue  
Body Inventory  
Energy Balancing  
Homeopathy  
Wellness

- Self employed 2002-2005 office practice 3 days weekly
- Bodywork including reeducation of nervous system through touch  
Neuro and bio feedback
- Self employed 1983-2005 Aspen Colorado
- House calls therapeutic massage practice serving Aspen residents and second home owners
- Homeopathic and nutritional support

**Massage Therapist**

- Aspen, Colorado 1982-2005
- Salt Lake City, Snowbird Utah 1979-1981
- Telluride, Colorado 1979-1981
- Kona, Hawaii 1978-1979
- Taos, New Mexico 1975-1978
- Cambridge, Massachutes 1973-1975
- San Francisco, California 1973

**Family**

Both parents living married  
Two sisters 57, 35  
Daughters: Keegen 19, Boston Museum School/ Tufts  
Stella 15, Aspen High School class of '07

**Education**

World Campus Afloat Chapman College 1972 Los Angeles, Hawaii, Fiji, Australia, Indonesia, Singapore, Sri Lanka, India, Djibouti, Kenya, Tanzania, South Africa, Ghana, Puerto Rico, Miami

New College of California Sausalito , California 1973  
Independent Study Travel Europe Money Markets & Gold Standard

Mishio Kushi macrobiotics and healing 1974  
Ann Wigmore Live Foods 1974  
Brain Bio Center Carl Pfeiffer 1974 Fredrick Braverman 1998  
Acupuncture Acupressure Felix Mann 1974  
Tai Chi Chuan, Five Element Acupuncture Marshall Ho 1974, 1975  
Postural Integration Jack Painter 1976  
Nutrition and Herbal Studies Michael Moore, William Lesasie 1976-1978  
Applied Kinesiology Brain Gym Paul Diamond 1980  
Touch for Health 1983  
Homeopathic Studies 1984-2005  
Anthroposophical Studies 1988-2005  
Founded the Waldorf School on the Roaring Fork 1990  
Vodder Lymphatic Drainage 1997  
Bio and neuro feedback 2004

## References

Kristen Maire [REDACTED]

Teresa Salvadore D.C. [REDACTED]

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Lee

Last Name Mulcahy

Physical Address

Mailing Address

City Aspen

State CO

Zip 81611

Home Phone Number

Business Address

Business Phone  
Number

Occupation Artist

Email Address

### Residency Information

Length of Residency in  
Pitkin County 23 years

Are you a registered  
voter Yes

### Education and Hobbies

High School Mirabeau B. Lamar

College Baylor, BA; SMU, Masters; University of Texas, PhD;  
Sorbonne; Univ. of Salamanca, Spain.

Trade or Business  
School SABRE

Hobbies Besides art? Hunting; fishing; biking; skiing.

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

Yes

If yes, which

Pitkin County Housing Stability (System of Care)

Have you served on  
a Board, Commission,  
or Committee before?

Yes

If yes, which

Board of Trustee-Aspen Historical Society; Arts Advisory  
Council-Snowmass, SMU Alumnae-RFV.

Please list organization  
memberships and  
positions held

Christ Episcopal Church-breakfast volunteer. National Rifle  
Association. Boy Scouts of America-Eagle Scout, National  
Honor Society, Phi Gamma Delta, Honor Council, Order of the  
Arrow Society, Dean's List, Quill and Scroll Honor Society,  
Who's Who in American Transportation

Please List Areas of  
Special Interest

Teaching our young people about the Constitution of the United  
States and our state. Free speech, government overreach, the  
rule of law, corruption. Our state supreme court ruled that our  
state constitution guarantees more free speech protections  
than the first amendment and yet APCHA has adopted a public  
comment policy that is unconstitutional by any reading.  
The board chair of APCHA has stated "no criticism is allowed"  
three times.

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

E. Lee Mulcahy

Curriculum vitae academicae

Aspen CO 81611, E-mail:

Home and studio.

Education:

- Bachelor of Arts, Psychology, Baylor University, Texas.
- Bachelor of Arts, French, University of Texas, Arlington.
- Master of Liberal Arts, 19<sup>th</sup> Century French Art and Literature, Southern Methodist University, Dallas.
- Doctorate of Philosophy, Humanities, University of Texas, Arlington.

Additional Education:

- Universite de Paris IV [La Sorbonne], Cours de Civilisation.
- Alliance Francaise, Paris-Level IIIA.
- Alma College, Study Abroad Program, Paris, France.
- Universidad de Salamanca, Salamanca, Spain-Cursos Internacionales.
- Hispano Continental College, Salamanca, Spain-Diploma IB.

Achievements:

Eagle Scout, National Honor Society, Phi Gamma Delta, University Student Congresses, Honor Council, Order of the Arrow Society, Dean's List, Quill and Scroll Honor Society, Who's Who in American Transportation, Artist in Residence-Anderson Ranch, Placed 6<sup>th</sup> & 8<sup>th</sup> in 2003 & 2005 at US Nationals in Mountain Boardercross, Placed 1<sup>st</sup> at Colorado Zebulon Ski Snowboard Crossover Race in 2005 and 2006.

Work/Teaching/Volunteer Experience:

- University of Texas, Arlington-Taught French 1441 and French 1442 as GTA [1989-1991].
- America Travel, 1989-1993. Started and sold retail travel agency in Dallas, Texas. [1989-1994].
- Baccarat, Sales Associate, [2003]
- Prada, Sales Associate, [2003-2004].
- Ski and Snowboard Schools of Aspen [1997-2011]-Private Lesson Priority Ranking No. 1 in Snowmass 2001, 2002, 2003 out of 850 instructors. Highest revenue producer, Ski School. Full certification, PSIA; Trainer for Kids' Ski School; AFSA Freestyle Aerial Certified.
- General Contractor on my residence/gallery/studio in Burlingame Ranch, City of Aspen which was completed in July 2016.
- Taxi Driver, Free Rides for People That Need Them (Phil Sullivan), Aspen, volunteer.
- Artist: Exhibited in Beijing in the 798 District, Yuanfen New Media Art Space & Horizon, 2010 & 2017. Exhibited in Berlin, Germany: 2011, 2012, 2013, 2015 including Berlin's contemporary museum, the KW Institute of Art and Universitat der Kunst. Exhibited at the Aspen Institute,



2011. Exhibited in Red Brick Council of the Arts, Aspen 2013 and 2017. Exhibited at the World Cup Pavillion March 2017 & R2 Gallery, Carbondale Council for the Arts, 2013, 2014, 2015, 2016, 2017, 2019. Selected for juried show in Aspen Chapel. Numerous exhibitions and group shows in Aspen, Snowmass and Prague. Collections: private and Nairobi National Museum.

- Volunteer & fundraiser: Africa Water Wells. 2011-present. My late father adopted a village in Kenya and left the responsibility of bringing more clean water to his family and church for the 10,000 plus inhabitants. More here: <http://www.pr.com/press-release/723114> & [www.africawaterwells.org](http://www.africawaterwells.org)

#### Community Involvement:

Aspen Chamber Member-joined in 2017; Buddy Program-Junior Council 2015-present; Board of Trustees - Aspen Historical Society, 2003-2011; Guest Curator-Snowmass Villas Gallery, 2010-2011; SMU Alumnae Placement Comm. Chair 2003-04; Exhibit Committee-Wheeler/ Stallard Museum, 2008-2010; Town of Snowmass Arts Advisory Board-2010-2013; Senior Service "Meals on Wheels" volunteer 2013-2016; Volunteer Tutor, Christchurch Aspen, 2012; Holiday Gift Baskets volunteer, 2011-present; Homeless Shelter Volunteer, Winter of 2012-2013. Formerly on National Council for the Aspen Buddy Program; Aspen Public Radio; Theater Aspen and Anderson Ranch. Volunteer- Aspen's St. Patty's Day; Colorado Western Slope's College Fair; Christchurch's Community Breakfast volunteer 2011-present; Habitat for the Humanity. Previous volunteer for Aspen Music Festival & Aspen Institute.

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Chad

Last Name Paul

Physical Address

Mailing Address

City Aspen

State CO

Zip 81611

Home Phone Number

Business Address n/a

Business Phone  
Number n/a

Occupation Currently a cook

Email Address

### Residency Information

Length of Residency in  
Pitkin County A few years in the late 90's, and currently consecutive 10 years

Are you a registered  
voter Yes

### Education and Hobbies

High School *Field not completed.*

College *Field not completed.*

Trade or Business  
School *Field not completed.*

Hobbies Hike, Bike, Skiing...

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

No

If yes, which

*Field not completed.*

Have you served on  
a Board, Commission,  
or Committee before?

No

If yes, which

*Field not completed.*

Please list organization  
memberships and  
positions held

*Field not completed.*

Please List Areas of  
Special Interest

*Field not completed.*

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

[ChadMPaul2019APCHA.pages](#)

# Chad M. Paul

Aspen, Colorado 81612

## Professional

### Client-Focused: Project Management and Operations-Oriented

Aspen, CO

#### *Project Manager & Owners Representative*

- Estate Management including construction and project management
- Advised longstanding restaurant on efficiencies in all aspects of operations
- Staff, reviewed/reduced costs and implemented projects
- Manage Clients and client requests: events, scheduling, billing, ordering, invoicing, hiring and staff training
- Acquire necessary materials for given projects through a variety of vendors
- Food and Beverage Services: private chef services, hands-on cooking classes for kids and adults, valet shopping, exceptional beverage service, event staffing and promotions

#### **Air Culinaire Worldwide, Aspen, CO**

Private Jet In-flight Catering and Concierge Services

#### *General Manager and Executive Chef*

- Responsible for business operations including kitchen's financial performance, purchasing, monthly inventory controls, budgeted costs, capital assets and maintenance
- Managed personnel and overall compliance: ACES corporate, state, and FAA (Federal Aviation Administration)
- Marketing and sales programs for local and remote clients
- Created and developed regional menus and recipes utilizing local seasonal organic purveyors seen as a worldwide menu
- Established, maintained production methods and all food safety practices

#### **Autumn Fence & Deck (AFD), Garrettsville, OH**

AFD, single deck installer, one of three fence installers for 34 Home Depots, in the Northeastern Ohio Division

#### *Consultant and Project Manager*

- Established tracking method for project materials ordered and received for all fence and deck installations
- Generated, developed new business methods for all prospective sales leads, both from HD and independent sources
- Created structured, sales procedures for ADF sales representatives
- Established strategic relations with vendors, to insure best procurement pricing
- Developed critical marketing strategies: local advertising implementation, collaborative efforts with vendors, promotional exhibits
- Enhanced additional features and functionality on the website: imagery, aesthetics, flow and e-commerce
- Oversaw performance of installer contracts and customer satisfaction

#### **SHEL Investments/Beta Holdings, Garrettsville, OH**

#### *Project Manager-Business Development*

- Managed purchase orders, tracking and receiving of all cabinet orders in addition to treated lumber, composite decking materials via multiple designers
- Developed and managed relationships with Contractors and Installers
- Identified solution-based products and influenced an improved ordering procedure
- Provided product solutions, install training and efficient delivery methods
- Identified contractors to be recognized and receive installer product certification
- Designed and executed sales process which defines and evaluates contractor prospects
- Created a database of prospects for an ongoing direct mailing campaign
- Conducted a vendor evaluation to understand their technical abilities and leverage purchasing power
- Implemented new equipment, enterprise network and POS at regional locations
- Played a key role in the strategic reset of Paul's Lumber largest store

## **Property Management and Procurement LLC's, Garrettsville, OH**

*Owner Representative and Project Manager*

Emerald Five, LLC

- Managed the purchase of land, collaborated with architect which led to the construction of a satellite medical facility
- Negotiated the lease with the principal hospital as a satellite location Paul's Feed & Supply, LLC
- Worked closely with City, State and hospital to meet project requirements

### **Ravenna Retail Location**

- Worked with the city regarding environmental and downtown commercial property guidelines
- Negotiated lease with the owner of this commercial facility regarding new end of terms

### **Head Waters Trail: Greenway Project**

- Product sourcing; clean up and capture of railroad ties and ballast repurposing
- State-funded project, railroad tracks running from Warren, OH to Cleveland, OH

### **Maple Street, LLC and Olive Street, LLC**

- Managed the purchase, worked with bank regarding foreclosure process, remodel and lease negotiation

### **South Properties, LLC**

- Managed the purchase, remodel and lease negotiation

## **Production Companies: ie Hungry Man, Inc., @radical.media, Smuggler Inc., LA, CA Project Based**

Production Supervisor/Production Coordinator/Art Coordinator

- Worked closely with Director, Producer and production team to ensure an on-time and on-budget production
- Hired and coordinated vendors and services (commercial, music video and short film), camera crew: equipment and lab, car service and vehicles, casting studio, craft service, film stock, grips: equipment, lighting: equipment
- Supervised and coordinated production staff, supplies and security

## **Westhem International Resources, L.L.C. Alpharetta, GA, Santa Monica, CA**

*West-Coast Broker: Recycling*

- Engaged the buying and selling of secondary fiber (paper) plastic, metal and organic commodities for both the domestic and export markets
- Identified and evaluated all opportunities, risk, logistics and ability to procure and/or sell commodities
- Developed opportunities and consulted composting service for both domestic and export markets

## **Green Valley Recycling & Compost, Salt Lake City, Utah, Santa Monica, CA**

*Project Manager: Salt Lake City 2002 Winter Olympics Recycling Partnership*

- Coordinated collection and disposal activities between twelve Olympic and three Non-Olympic locations
- Managed relations between Salt Lake Olympic Committee, the press and subcontractors
- Hired, trained and managed all personnel at collocation and composting sites
- Developed and implemented OSHA-based protocols
- Accomplished joint goal of 85% landfill reduction, determined through recording and tracking tonnage

## **Lumos, Santa Monica, CA**

Telecom Software: Element Management System

*Regional Account Representative*

- Generated, Developed new business relationships with clients in Central U.S. and International Regions
- Coordinated U.S. and International seminars to develop budgets, and identify project locations
- Developed marketing strategies and forecasted projected sales
- Lumos implementation team liaison between CEO, CFO and Project Manager
- Managed product evaluations, created forecast reports and coordinated maintenance contracts

*Lead Coordinator*

- Designed, implemented and managed plan for improvement of Lumos lead generator process
- Organized and delegated incoming business opportunities
- Worked closely with EMS team to define and improve departmental knowledge of management systems

**Retail Lumber/Building Material, Multiple Locations North East, OH***Project Manager*

- Consulted on building material delivery operations resulting in new delivery methods and increased efficiency
- Evaluated hardware and software requirements for regional DO IT BEST Center locations
- Integrated and upgraded peer-to-peer networks, online catalogs system upgrades to enable direct purchasing from suppliers via the web, trained staff on all programs
- Designed promotional advertising material for store locations on a weekly basis

**Education****Muskingum University**

New Concord, OH

Bachelor of Arts Business Administration

Minor: Communications, Accounting, Marketing & Psychology

**Experiences / Interests:**

Extensive travel throughout United States, Europe, Central America, Cuba and Australia

Centennial Olympic Games Staff; Atlanta Georgia, Salt Lake Olympic Games Partnership, Ohio Athletic Conference

NCAA Football Player of the Week (1994); Most Dedicated Player (1995)

**Certifications & Training:**

Bike Mechanic: Barnett Bicycle Institute, Adult and Child CPR, Photojournalism

PADI: Scuba diving Advanced Certification, TIPS, ServSafe

PSIA: Professional Ski Instructors of America full/level 3 and Kids Certifications

**Other Skills:** macOS: Mac Suite and Adobe Suite (majority of tools and applications)

Windows OS: Microsoft Office Suite, MS Project and Adobe Suite products

Language: Conversational Spanish II

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Scott

Last Name Russell

Physical Address [REDACTED], Snowmass Village, CO 81615

Mailing Address [REDACTED]

City Aspen

State CO

Zip 81612

Home Phone Number [REDACTED]

Business Address [REDACTED] Aspen, CO 81611

Business Phone  
Number [REDACTED]

Occupation Real Estate Investor and Developer

Email Address [REDACTED]

### Residency Information

Length of Residency in  
Pitkin County 30 years

Are you a registered  
voter Yes

### Education and Hobbies

High School New Trier, Winnetka IL

College Colorado State University

Trade or Business  
School *Field not completed.*

Hobbies Skiing, hiking, biking, golf, tennis, volunteering

### Organization Membership Information

Are you currently serving on other Boards, Commissions, or Committees?	Yes
If yes, which	Aspen Country Day School board, Rotary Club of Aspen board
Have you served on a Board, Commission, or Committee before?	Yes
If yes, which	Board Chair, Aspen Country Day School; President of Rotary Club of Aspen, Member of Aspen Urban Growth Boundary Committee
Please list organization memberships and positions held	<i>Field not completed.</i>
Please List Areas of Special Interest	Analysis of existing inventory, location of inventory and inventory categories. Future inventory plan and overall master plan for the housing inventory based on location demand and available parcels for housing. Review and update of rules/regulations to apply in today's market. Considering other options for creating affordable housing in addition to constructing and/or owning inventory. Work with Pitkin County to deploy more of the funds held in reserve to have a positive impact and serve the entire county.

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for the Board of Health.*

Share what you know about Public Health and why you are interested in committing your time and energy to serving on the Board of Health?	<i>Field not completed.</i>
What can you contribute to the Board of Health? Is there a specific content expertise you would like to offer (mental health, public health, environmental health, medicine/nursing, health education, community advocacy, housing business education, media relations, etc.)?	<i>Field not completed.</i>



## **RGE GROUP, LLC**

### **Mountain and Hospitality Related Projects**

#### **Stratton Flats Subdivision, Gypsum, CO**

- Owner and Developer – 2006-2009
- 449 unit public/private venture (Eagle County) residential subdivision with deed restricted single family and multi-family ground up product.

#### **Hotel Jerome, Aspen, CO**

2011-2013

- Owners Representative for all aspects of development, land use approvals, budgeting
- 94 room historic Hotel Jerome renovation- Core, shell, fit out, FF&E and soft goods

#### **Aspen Music Festival/Aspen Country Day School Castle Creek Campus facility, Aspen, CO**

- Owners Representative for all aspects of development, negotiations, raised 3<sup>rd</sup> party capital via fundraising, obtained financing, land use approvals (including Army Corps of Engineers), budgeting.
- 120,000 square foot, 18 building re-development of a 22 acre shared school campus.

#### **Sky Legend, Gypsum, CO**

- Purchased and is developing Sky Legend, a 40 acres for 80+ single family homes in Gypsum, CO.

#### **Roaring Fork Club, Basalt, CO**

- Partner and involved with all aspects of development, negotiations, land use approvals, budgeting.
- Expansion (new cabin development) of luxury private country club development with 47 cabins, clubhouse, golf course, pool, tennis and other amenities.

#### **Aspen Luxury Residential Homes, Aspen, CO**

1996-Present

- Partner, investor, raised 3<sup>rd</sup> party capital, obtained financing, land use approvals (including Army Corps of Engineers), land and home developer, general contractor, budgeting, design, marketing/sales.
- 13+ luxury speculative home projects between 3,500 square feet and 11,000 square feet; ranging in price from \$1,500,000 up to \$13,750,000 (totaling more than \$55,000,000 in value).

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Will

Last Name Rutledge

Physical Address

Mailing Address

City Aspen

State CO

Zip 81611

Home Phone Number

9

Business Address

, Aspen

Business Phone  
Number

Occupation

Community Association Manager

Email Address

### Residency Information

Length of Residency in  
Pitkin County 24 years

Are you a registered  
voter

Yes

### Education and Hobbies

High School Yes

College Yes, BBA

Trade or Business  
School

Field not completed.

Hobbies

leaving Aspen a better place to live

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

No

If yes, which

*Field not completed.*

Have you served on  
a Board, Commission,  
or Committee before?

No

If yes, which

*Field not completed.*

Please list organization  
memberships and  
positions held

*Field not completed.*

Please List Areas of  
Special Interest

Community Association Management

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

[Rutledge, Will Resume.pdf](#)

I haven't had a resume since I left college. I manage twelve or so associations in the Valley, a sample of which are APCHA governed. I am CAM licensed, and have kept up with my continuing education.

Will



Charlotte Anderson &lt;charlotte.anderson@pitkincounty.com&gt;

---

**Online Form Submittal: Citizen Board Application Form**

1 message

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**noreply@civicplus.com** <noreply@civicplus.com>  
To: charlotte.anderson@pitkincounty.com

Tue, Jun 11, 2019 at 12:10 PM

**Citizen Board Application Form**

Select the Board,  
Commission, or Committee  
applying for

Housing Authority

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**Personal Information**

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First Name Carson

---

Last Name Schmitz

---

Physical Address

---

Mailing Address

---

City Aspen

---

State CO

---

Zip 81611

---

Home Phone Number

---

Business Address

---

Business Phone Number

---

Occupation

Senior Business Relationship Manager

---

Email Address

---

**Residency Information**

---

Length of Residency in Pitkin  
County March 2005

---

Are you a registered voter Yes

---

**Education and Hobbies**

---

High School Borger High School

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College Texas Tech University

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Trade or Business School Texas Tech University

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Hobbies Skiing, biking, hiking, recreational sports and being outside

## Organization Membership Information

Are you currently serving on other Boards, Commissions, or Committees?

Yes

If yes, which

APCHA Board

Have you served on a Board, Commission, or Committee before?

Yes

If yes, which

APCHA Board, Rocky Mountain Elk Foundation, HOA

Please list organization memberships and positions held

Rocky Mountain Elk Foundation- Finance Committee Chair

Please List Areas of Special Interest

Housing and Community

## ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for the Board of Health.*

Share what you know about Public Health and why you are interested in committing your time and energy to serving on the Board of Health?

*Field not completed.*

What can you contribute to the Board of Health? Is there a specific content expertise you would like to offer (mental health, public health, environmental health, medicine/nursing, health education, community advocacy, housing business education, media relations, etc.)?

*Field not completed.*

Please Attach Your Resume as a pdf

[Schmitz Resume ABBR.pdf](#)

Email not displaying correctly? [View it in your browser.](#)

# Carson Schmitz, M.B.A.

Aspen, CO

7

## PERSONAL PROFILE

Highly self-motivated, strong interpersonal skills, adaptable and quick learner, effective listener, good communicator, and results-oriented individual. 14 year City of Aspen/Pitkin County resident.

Joint City/County appointee for APCHA Board

2017 Roaring Fork Leadership Graduate

2018 Our Community Listens - City of Aspen

Married with 2 young sons

Rocky Mountain Elk Foundation- Finance Committee Chair

## EDUCATION

Bachelor of Business Administration

Master of Business Administration

Texas Tech University, Lubbock, TX

Texas Tech University, Lubbock, TX

WFC College of Commercial Credit

Minneapolis, MN

Kepner -Tregoe CIMBA Learning Alliance- Graduate

Consortium of Management and Business Analysis (CIMBA), Italy

Consortium International University

Paderno del Grappa, Italy

## WORK EXPERIENCE

### **Wells Fargo & Co. Aspen, CO**

Wholesale Banking Group- Senior Business Relationship Manager  
Aspen, CO

October 2017- Present

Wealth Management Group- The Private Bank- Private Banker  
Aspen, CO

April 2012 – October 2017

Business Banking Group- Business Relationship Manager  
Aspen, CO

August 2007 –April 2012

Investment Consultant - Dual Employee, Wells Fargo Investments, Inc.  
Aspen, CO

April 2006 – April 2009

Credit Analyst  
Aspen, CO

July 2006- August 2007

Business Associate  
Aspen, CO

May 2005- July 2006

### **Allstate Insurance Company**

Insurance assistant  
Lubbock, TX

Aug 2001-May 2005

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Juliann

Last Name Sharpley

Physical Address [REDACTED]

Mailing Address [REDACTED]

City Aspen

State Colorado

Zip 81611

Home Phone Number 9 [REDACTED]

Business Address [REDACTED]

Business Phone  
Number [REDACTED]

Occupation Event Planner

Email Address [REDACTED]

### Residency Information

Length of Residency in  
Pitkin County 5 years

Are you a registered  
voter Yes

### Education and Hobbies

High School The Woodlands High School, The Woodlands, Texas

College Texas A&M University

Trade or Business  
School *Field not completed.*

Hobbies Enjoying everything about Aspen: skiing, biking, hiking, going to the parks, meeting up with friends, and fashion design/sewing



## Organization Membership Information

Are you currently serving on other Boards, Commissions, or Committees?

No

If yes, which

*Field not completed.*

Have you served on a Board, Commission, or Committee before?

No

If yes, which

*Field not completed.*

Please list organization memberships and positions held

*Field not completed.*

Please List Areas of Special Interest

Affordable Housing

### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for the Board of Health.*

Share what you know about Public Health and why you are interested in committing your time and energy to serving on the Board of Health?

*Field not completed.*

What can you contribute to the Board of Health? Is there a specific content expertise you would like to offer (mental health, public health, environmental health, medicine/nursing, health education, community advocacy, housing business education, media relations, etc.)?

*Field not completed.*

Please Attach Your Resume as a pdf

[My Resume 6.19.2019 APCHA Board.pdf](#)

# JULIANN “JULS” SHARPLEY

## PROFESSIONAL SUMMARY

Seasoned Aspen local with multiple years of experience across an array of industries primarily servicing tourism in and to Aspen. Entrepreneur with a background in the service and ski industries. Effective communicator and motivator who identifies problems and works hard to find creative solutions. Passionate about housing reform.

## SKILLS

-Problem-solver using creativity, resourcefulness, and assets to break down and overcome obstacles - Motivated team player with excellent public speaking ability and oral, written, and interpersonal communication -Strong command of business and management principles -Deep understanding of the housing crisis, housing needs, and work force frustrations within the valley -Open-minded and curious learner who is truly interested in finding solutions to the housing crisis, learn about the inner workings of the Housing Authority, and help find solutions to better serve the Aspen workforce -Attentive listener and active communicator -Passionate advocate for values rooted in a strong internal principle system. -Detail-oriented leader

## WORK EXPERIENCE

Bubbles & Bowties – *Founder, Creative Director.* June 2016 – Present

- Responsible for handling all inquiries, custom proposal creation, and all sales
- Create and design aesthetics for client events
- Create and execute extensive logistic plans
- Confirm all event logistics, vendors, components, and participants
- Ensure all client and vendor needs are met
- Manage all contracts pertaining to each unique event
- Create and execute all marketing and advertising campaigns
- Plan social media tactics
- Maintain accurate bookkeeping records
- Handle all payroll, billing, and taxes
- Maintain current business licenses, insurance, and records
- Set goals for business growth and development
- Attend educational and networking opportunities as able
- Communicate needs, requirements, and restrictions with all team members, vendors, and venues

Aspen Ski Company, Ski and Snowboard School – *Ski Instructor* December 2013 – Present

- Create a safe, fun, welcoming, and friendly atmosphere for all guests
- Ensure guests needs and expectations are met throughout the lessons
- Generate return clientele

Jimmy’s Bodega, - *Server/Bartender* June 2014 – June 2017

- Contribute to team effort by accomplishing related results
- Create efficient process to address guest needs
- Maintain and clean, safe, and friendly working environment

Aspen Golf Course – *Bartender/ Bev Cart* Summer 2014

## EDUCATION

Texas A&M University

College Station, TX

Major, Minor: Political Science, Business



Charlotte Anderson &lt;charlotte.anderson@pitkincounty.com&gt;

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**FW: Online Form Submittal: Board / Commission Application**

1 message

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**Linda Manning** <linda.manning@cityofaspen.com>  
To: Charlotte Anderson <charlotte.anderson@pitkincounty.com>

Mon, Jun 24, 2019 at 11:29 AM

We just got another one. Resume attached. Thanks, Linda

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**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com) <[noreply@civicplus.com](mailto:noreply@civicplus.com)>  
**Sent:** Monday, June 24, 2019 11:26 AM  
**To:** City Clerk <[Clerk@cityofaspen.com](mailto:Clerk@cityofaspen.com)>  
**Subject:** Online Form Submittal: Board / Commission Application

## Board / Commission Application

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.*

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Name	Elizabeth Stewart
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Street Address	<div></div> Aspen, Colorado 81611
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Mailing Address	<div></div> Aspen, Colorado 81611
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Phone	<div></div>
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Email	<div></div>
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Board or commission for which application is made	Housing Authority*
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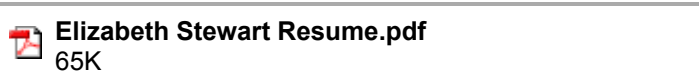
I desire the appointment for the following reasons:

To Whom It May Concern: It is with great enthusiasm that I

submit my application for the Housing Authority board. I have been fortunate enough to call this valley my home since I was a small child. After graduating from Aspen High School, I, like many locals, moved away to complete my bachelor's degree and experience other cities. However, I knew that Aspen was my home and permanently moved back in 2014. It is because of the APCHA program that I have been able to find affordable housing and can continue to thrive in my career at the Aspen Meadows and the Aspen Institute. It was after spending a semester with the Aspen Citizen's Academy last fall that I came to fully realize my desire to serve our community and my passion to fight for the housing system that supports our community. Having a stable place to call home means more to me than anything. It is why I think that APCHA, in my opinion, is Aspen and Pitkin County's most important resource and needs to be carefully maintained. Our community needs a voice in the decisions being made about their housing program and it would be my humble pleasure to advocate on their behalf. I understand the housing struggles of our community and if offered the position, will be a diligent and respectful representative for those who rely on APCHA for their housing needs. Best Regards, Elizabeth Stewart

Resume	<a href="#">Elizabeth Stewart Resume.pdf</a>
Electronic Signature Agreement	I agree
Electronic Signature	Elizabeth R. Stewart

Email not displaying correctly? [View it in your browser.](#)



# ELIZABETH STEWART

## EDUCATION

UNIVERSITY OF COLORADO,  
BOULDER  
Leeds School of Business  
BS in Marketing | May 2012  
Dean's List  
Beta Gamma Sigma

## SKILLS

Project Management  
Marketing Strategy & Sales  
Adobe Creative Cloud  
Email Marketing  
Financials & Bookkeeping  
Systems & Logistics Development  
Social Media

## VOLUNTEER

WHEELER OPERA HOUSE  
COLORADO BALLET COMPANY  
ASPEN HISTORICAL SOCIETY

## TRAVEL

AUSTRALIA | October 2017  
FRANCE | 2008 + April 2015  
ICELAND | 2013 +  
February - October 2014  
ENGLAND, NETHERLANDS,  
BELGIUM, SWITZERLAND,  
ITALY  
Summer 2008

CANADA | 2005

THAILAND, SINGAPORE, FIJI  
Summer 2004  
Served as a volunteer through  
Rustic Pathways program

## WORK EXPERIENCE

**THE ASPEN INSTITUTE** | Aspen, Colorado

**Conferences Coordinator** | February 2018 - Present

- Manage Underwriter registration for Aspen Ideas Festival using CVENT
- Provide on-site support for a variety of Aspen Institute programs

**THE ASPEN MEADOWS RESORT** | Aspen, Colorado

**Sales & Marketing Coordinator** | June 2015 - Present

- Develop year-round and seasonal marketing strategy
- Manage social media channels including Facebook, Twitter, Instagram with goal of increasing brand awareness, increasing website traffic, and generating conversions
- Maintain and update Aspen Meadows Resort website, create email blasts, analyze user traffic and trends via Google Analytics
- Handle digital assets, execute photo shoots, and acquire media from partners
- Collaborate with hotel departments to identify design needs, generate marketing materials using Adobe Photoshop, InDesign, and Illustrator
- Oversee annual budget, adjust forecast monthly, process invoices, complete variance reports

**STAY ASPEN SNOWMASS** | Aspen, Colorado

**Vacation Specialist** | November 2014 - June 2015

- Responded to inbound telephone inquiries regarding travel reservations
- Built customized vacation packages for all aspects of guest vacations including lodging, air travel, ground transfers, car rental, lift tickets, ski school, equipment rental

**23 FRAMES PRODUCTIONS** | Reykjavík, Iceland

**Marketing + Project Management/Production** | February - October 2014

### Marketing

- Developed and implemented digital marketing strategy to build awareness of 23 Frames' production services within the Icelandic and international production community
- Established relationships abroad with artists and production companies specifically in Sweden, Germany, and UK
- Launched the 23 Frames Production's website, composed website content, dictated style and overall theme
- Pitched production ideas and projects to brands Volvo, Mercedes-Benz, Gore-Tex, and BMW

### Project Management & Production

- Notable accomplishment is serving as a line producer and logistics coordinator for BMW Motorrad's rebranding campaign, "Make Life a Ride," coordinated with senior production company, ACNE Berlin, on all aspects of four-month production
- Handled logistics for 45+ individuals over an 8-day shooting period including securing accommodations, catering, and transportation, and organizing shooting schedule
- Managed all production budgets, invoicing, and accounts payable for BMW production

**HAMPTON LANE PROPERTY MANAGEMENT** | Aspen, Colorado

**General Bookkeeper** | 2012 - 2014

- Remotely managed financials for 33 rental units across two Aspen properties

**UTE CITY CYCLES** | Aspen, Colorado

**Bookkeeper** | 2008 - 2010

- Managed accounts payable and receivable for two store locations using Quickbooks
- Ensured all licensure and tax requirements met on both a local and state level

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Sara

Last Name Stookey Sanchez

Physical Address [REDACTED]

Mailing Address [REDACTED]

City Aspen

State Colorado

Zip 81611

Home Phone Number [REDACTED]

Business Address [REDACTED]

Business Phone  
Number [REDACTED]

Occupation Public Relations Manager

Email Address [REDACTED]

### Residency Information

Length of Residency in  
Pitkin County 5 years

Are you a registered  
voter Yes

### Education and Hobbies

High School Vail Mountain School

College University of the Pacific

Trade or Business  
School *Field not completed.*

Hobbies *Field not completed.*

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

No

If yes, which

*Field not completed.*

Have you served on  
a Board, Commission,  
or Committee before?

Yes

If yes, which

Aspen Young Professionals

Please list organization  
memberships and  
positions held

AYPA - 3 year term, Vice President

Please List Areas of  
Special Interest

*Field not completed.*

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

[Sara Stookey Sanchez Resume.pdf](#)



# SARA STOOKEY SANCHEZ

## PUBLIC RELATIONS EXECUTIVE

### EXPERIENCE

#### PUBLIC RELATIONS MANAGER

Snowmass Tourism

*(June 2019 - Present)*

Manages the Snowmass Tourism public relations strategy, budget, and outreach. Develops, plans, pitches, and offers strategic oversight of the entire public relations program, including local, regional, national, and international strategy. Manages purchasing and ordering for all Snowmass Tourism premiums and VIP gifts.

#### PUBLIC RELATIONS COORDINATOR

Snowmass Tourism

*(October 2016-June 2019)*

Coordinated the Snowmass Tourism public relations program, including developing, planning, pitching, and offering strategic oversight of PR strategy on the regional, national, and international level.

#### PUBLIC RELATIONS ACCOUNT EXECUTIVE

Wagstaff Worldwide

*(March 2014-October 2016)*

Managed multiple hospitality and travel accounts, acting as a liaison between clients and media to secure A-list print, online, and broadcast coverage. Developed strong relationships with local, regional, and national journalists. Planned and coordinated media press trips and events. Pursued new business opportunities, seeking out and presenting to new clients on agency capabilities.

### COMMUNITY OUTREACH

#### ASPEN YOUNG PROFESSIONALS BOARD OF DIRECTORS

Vice President

*(October 2015-October 2018)*

#### FOOD & WINE CLASSIC IN ASPEN

Media Room Volunteer

*(June 2019)*

### SKILLS



### CONTACT



[Redacted]



[Redacted]



[Redacted]

Aspen, CO



### EDUCATION



**UNIVERSITY OF THE PACIFIC**  
Communication/English  
2012



**VAIL MOUNTAIN SCHOOL**  
2008



## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name James

Last Name Valerio

Physical Address

Mailing Address

City Aspen

State Colorado

Zip 81612

Home Phone Number

Business Address

Business Phone  
Number

Occupation small business owner

Email Address

### Residency Information

Length of Residency in  
Pitkin County 29 years

Are you a registered  
voter Yes

### Education and Hobbies

High School Yes

College Yes

Trade or Business  
School *Field not completed.*

Hobbies Golf, ski, bike

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

No

If yes, which

*Field not completed.*

Have you served on  
a Board, Commission,  
or Committee before?

Yes

If yes, which

County Financial Advisory

Please list organization  
memberships and  
positions held

Elks

Please List Areas of  
Special Interest

Travel

ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

[James Valerio Resume.docx](#)

James Valerio Resume

Local resident since 1989

Local business owner since 1979

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name John

Last Name Ward

Physical Address

Mailing Address , Aspen, CO 81611

City Aspen

State Colorado

Zip 81611

Home Phone Number

9

Business Address

Aspen, CO 81611

Business Phone  
Number

970-544-0393

Occupation

Banking / Finance

Email Address

### Residency Information

Length of Residency in  
Pitkin County

7 Years

Are you a registered  
voter

Yes

### Education and Hobbies

High School

Spearfish High School, Spearfish, S.D.

College

University of Nebraska

Trade or Business  
School

Field not completed.

Hobbies

Fishing, Biking, Hiking, Coaching

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

Yes

If yes, which

Spark, Aspen Lacrosse, APCHA,

Have you served on  
a Board, Commission,  
or Committee before?

Yes

If yes, which

Aspen Rotary, Aspen Junior Golf, Aspen School Finance  
Advisory,

Please list organization  
memberships and  
positions held

Past President Aspen Rotary Club

Please List Areas of  
Special Interest

Finance, Construction, Housing,

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

[John work Abbr.doc](#)

# JOHN CLARK WARD

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Aspen, CO 81611

## PERSONAL PROFILE

- Natural talent for interpersonal communication
- Highly developed presentation and speaking skills
- Motivated, hard working, results orientated, team player with never give up attitude,
- confident, mature individual with excellent decision making skills

## EDUCATION

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MASTER OF .SCIENCE <i>University of Nebraska</i>	DECEMBER, 1998 <i>Lincoln, Nebraska</i>
BACHELOR OF.SCIENCE. <i>University of Nebraska</i>	AUGUST, 1996 <i>Lincoln, Nebraska</i>
PACIFIC COAST BANKING SCHOOL <i>University of Washington</i>	CLASS OF 2013 <i>Seattle, Washington</i>

## EMPLOYMENT

REGIONAL PRESIDENT – MOUNTAIN REGION <i>ANB Bank</i>	SEPT 2017 - PRESENT <i>Aspen, Colorado</i>
COMMUNITY BANK PRESIDENT <i>ANB Bank</i>	OCT 2011 – SEPT 2017 <i>Aspen, Colorado</i>
VICE PRESIDENT <i>Alpine Bank</i>	DEC 2007 – OCT 2011 <i>Aspen, Colorado</i>
COMMERCIAL BANKER/ VICE PRESIDENT <i>Vectra Bank</i>	AUG 2006-NOV 2007 <i>Aspen, Colorado</i>
RELATIONSHIP MANAGER/ CREDIT ANALYST <i>US Bank</i>	DEC 2001-JULY 2006 <i>Aspen, Colorado</i>
PERSONAL AND SMALL BUSINESS BANKING OFFICER <i>US Bank</i>	JUNE 2000-DEC 2001 <i>Aspen, Colorado</i>
DAIRY PRODUCTION CONSULTANT <i>PerforMix Nutrition Systems</i>	JAN 1999- APR 2000 <i>Nampa, Idaho</i>

## **SPECIAL EXPERIENCES / MEMBERSHIPS**

- Married for 21 years and the father of 2 boys ages 16 and 13
- Aspen Fire Protection District board Secretary
- Aspen Lacrosse Club Board of Directors
- Aspen Rotary Club, Past President
- Aspen Rotary Club, Secretary
- Aspen Junior Golf Board of Directors
- Youth Sports Coach Football, Basketball, Lacrosse and Baseball
- Pacific Coast Banking School
- Clyde Malone Community Center, Volunteer.
- University of Nebraska Football program, Walk-on

## **AWARDS**

- US BANK PINNACLE AWARD
  - *1<sup>st</sup> Quarter 2005*
  - *2<sup>nd</sup> Quarter 2005*
  - *3<sup>rd</sup> Quarter 2005*
  - *1<sup>st</sup> Quarter 2006*
  - *2<sup>nd</sup> Quarter 2006*
- US Bank Deposit growth award for building largest amount in maintained deposit
  - *4th Quarter 2000*
- Capital City Kiwanis Club Teaching Assistant award, 1993

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Cliff

Last Name Weiss

Physical Address

Mailing Address same

City Aspen

State CO

Zip 81611

Home Phone Number

Business Address none

Business Phone  
Number none

Occupation ski instructor (retired advertising agency partner)

Email Address

### Residency Information

Length of Residency in  
Pitkin County 37 years

Are you a registered  
voter Yes

### Education and Hobbies

High School *Field not completed.*

College BS Business Marketing (Ohio State University) Extended  
education School of Visual Arts

Trade or Business  
School *Field not completed.*

Hobbies hike, ski, mountain bike, uphill

### Organization Membership Information



Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

Yes

If yes, which

County Planning & Zoning

Have you served on  
a Board, Commission,  
or Committee before?

Yes

If yes, which

City P&Z - 6 years, Lift One COWOPs 2 years, S-Curve Task  
Force

Please list organization  
memberships and  
positions held

HOA President, Treasurer, General Manager of Twin Ridge  
APCHA housing project - 4 years HOA Board member Villas of  
Aspen - 6 years Member of the Castle Creek Caucus

Please List Areas of  
Special Interest

Preserving the golden goose

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

I am interested in serving on the APCHA housing board

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

I live in and manage APCHA housing and am very familiar with  
the housing guidelines, compliance and enforcement, deferred  
maintenance, abuse of the system, deed restricted real estate  
transactions. Combine those experiences with my planning and  
zoning experience and having been one of the chief architects  
of the Aspen Area Community Plan.

Please Attach Your  
Resume as a pdf

[CWResume 2015.pdf](#)

Cliff Weiss

Aspen, Colorado 81611

## R E S U M E

### PERSONAL INFORMATION

65, married, one daughter  
graduated DU  
Ski Instructor 9 years

### EDUCATION

B.S. Marketing  
Ohio State University 1972

Continued art education  
School of Visual Arts  
NYC 1973-74

### COMPUTER SAVVY

Extensive MAC and Windows OS  
experience, including Word,  
Excel, Powerpoint, and Adobe  
Creative Suite, QuarkXpress,  
Illustrator, Dreamweaver, Years  
of scanning, color correction,  
color proofing, and service bureau  
experience to produce color  
collateral.

### VOLUNTEER

Served on Aspen Planning &  
Zoning 6 years, Lift One COWOP,  
Aspen Mountain Lodge COWOP,  
Entrance to Aspen Task Force, 7  
years HOAs, and other boards



### EXPERIENCE

#### Cliff Weiss & Associates, Aspen

Presently providing F.I.T. and group marketing promotions for the hospitality and travel industry. Clients have included Venetian Hotel Las Vegas, Palace Resorts, AMResorts (the hotel subsidiary of Apple Vacations including Secrets Resorts, Dreams Resorts, NOW Resorts and Zoetry Spa Resorts), Grand Velas Resorts, Marquis Los Cabos Resort, Las Brisas Resorts, Grand Bay Hotel, the Sheraton El Centro, and more. Design, write copy and supervise production of all consumer and trade print, collateral, direct mail, corporate ID, trade show exhibits, email blasts and web site development and maintenance, plus group travel lead generation programs and CRM database management.

#### Aspen Research Group, Glenwood Springs

Director of Marketing responsible for the development of brand and product identity of commodity trading software products. Design and produce cooperative direct mail lead generation program, packaging, sales collateral materials, interactive CD demonstrations, trade show exhibits and web site marketing program. As a one man in-house agency, I design, write copy, produce all pre-press digital files, write marketing plans, promotion rationales, media plans, and media insertions.

#### Heritage Associates, New York - Aspen

Partner in Direct Mail promotion firm specializing in the travel and hospitality industry. Developed TRAVELTRACK™, a group travel CRM that interfaced with ACT sales software. Clients included Snowmass Resort Association, Fiesta Americana Hotels, Fiesta Inns, Holiday Inn Worldwide, ITT Sheraton, Sheraton South Padre Island, Holiday Inn Sunspree South Padre Island, Holiday Inn Laredo, Coral Beach Cancun Hotel, Incentive Magazine, and College Preview Tours. Responsible for design, copy and digital pre-press production of magazine ads, booklets, rack brochures, TV spots for Snowmass, videos, trade show booths, and direct mail. In addition to my production experience, I designed and produced promotions, marketing and media plans.

#### Lorick, Revien & Weiss, New York

Creative Director and managing partner in advertising agency with 14 employees serving clients throughout the NY metro area. Agency produced radio, magazine, newspaper, outdoor, and collateral materials. Clients included Greg Buttle's Health & Fitness Centers, the Shep Messing Sports Complexes, 128 Carquest Auto Parts Stores, Harran Trailways Bus Co., Community Coach Bus Company, Justin Toys, and Select Toys.

#### Starcom Entertainment & Advertising, New York

Managing partner in sports and entertainment sponsorship promotion company. Designed and developed wrap-around promotions for music and sports events. Clients such as Coors Brewery, Schlitz Brewing Co., Pioneer Electronics, and Canada Dry Beverage Co. sponsored events to capitalize on their brand association with music or sports and extend their reach into new venues other than their traditional retail outlets. Ad clients included Campus Entertainment Network, Cable Networks Inc, and the EvansRule Tool Company.

#### Boulder Real Estate Guide, Boulder

Publisher, Art Director and Production Manager for a color magazine that combined real estate listings with Homes & Gardens styled editorial and was distributed to 24,000 front-range homeowners. Responsibilities included photography of home exteriors and interiors, magazine production, and ad page sales.

#### Mary Quant Cosmetics, New York

Art Director: Design, copy, and pre-press production, including supervision of fashion and beauty photo sessions for magazine ads, trade show exhibits, direct mail, retail POP displays, packaging and sales material.

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Erin

Last Name Young

Physical Address

Mailing Address

City ASPEN

State CO

Zip 81611

Home Phone Number

Business Address

Business Phone  
Number

Occupation Town of Snowmass Village Marketing Coordinator

Email Address

### Residency Information

Length of Residency in  
Pitkin County 6 years

Are you a registered  
voter Yes

### Education and Hobbies

High School Davis Senior High School

College San Diego State University

Trade or Business  
School *Field not completed.*

Hobbies Mountain biking, trail running, skiing, rafting, coaching &  
playing soccer, health & fitness

### Organization Membership Information

Are you currently  
serving on  
other Boards,  
Commissions, or  
Committees?

No

If yes, which

*Field not completed.*

Have you served on  
a Board, Commission,  
or Committee before?

No

If yes, which

*Field not completed.*

Please list organization  
memberships and  
positions held

*Field not completed.*

Please List Areas of  
Special Interest

*Field not completed.*

#### ATTENTION BOARD OF HEALTH APPLICANTS

*Please answer the questions below if you are submitting an application for  
the Board of Health.*

Share what you know  
about Public Health and  
why you are interested  
in committing your time  
and energy to serving  
on the Board of Health?

*Field not completed.*

What can you  
contribute to  
the Board of Health? Is  
there a specific content  
expertise you would like  
to offer (mental health,  
public health,  
environmental health,  
medicine/nursing,  
health education,  
community advocacy,  
housing business  
education, media  
relations, etc.)?

*Field not completed.*

Please Attach Your  
Resume as a pdf

[Resume - Erin Young 05-2019.pdf](#)

# Erin Young, ATC



## PROFESSIONAL EXPERIENCE

### Marketing Coordinator, Town of Snowmass Village

September 2017 to present

- Responsible for duties that support the destination marketing and special events departments of Snowmass Tourism. These tasks include but are not limited to social media management, collateral development in partnership with local design agencies, local print advertising creation and placement, management of the photography and videography programs, and management of all event marketing for Snowmass' 30+ events.

### Soccer Club Coach

April 2015 to present

- Youth soccer coach for Aspen United and Roaring Fork Valley Soccer Clubs. Responsible for development of players' skills, fitness, as well as programming and supervision of practices and games. Currently coaching RFVSC U-14 girls state level team. Centennial League Elite level champions Fall 2018.

### Group Fitness Instructor

January 2014 to present

- Create, program and teach workout classes including Aspen Club signature classes Hi2T classes (High Intensity Interval Training), Snowmass Recreation Center strength & stretch class and HIIT classes at Ritual Fitness.

### Fitness Tester, Elevation Corporate Health

October 2016 to December 2017

- Responsible for performing Functional Movement Screenings for all new Aspen Skiing Company employees, along with basic fitness evaluations for all employees prior to the season.

### Athletic Trainer, Aspen Leafs

October 2015 to April 2017

- Responsible for game coverage and care for the U-20 Tier 3 hockey team including injury assessment, evaluation, referral, treatment and management of injuries and general medical concerns.

### Fitness & Marketing Manager, The Aspen Club

April 2015 to August 2017

- Responsible for developing and implementing marketing initiatives for the Aspen Club including but not limited to email communication & newsletters, social media management, website maintenance and coordination with website development team for content and creation of new website, management of marketing budget, and analyzing/reporting on marketing platforms.
- Redevelopment management & fitness programming throughout the initial stages of the Aspen Club's redevelopment project including management of instructors in the satellite exercise facilities.

# Erin Young, ATC



## Physical Therapy Aid

October 2013 to April 2015

- Treatment of various injuries through exercise and therapeutic modalities under the supervision of a licensed physical therapist.
- Various front desk and administrative skills involving scheduling, insurance verification, documentation, and inventory.

## Athletic Training Student, San Diego Mesa College

August 2012 to May 2013

- Responsible for evaluation, and management of athletic injuries using various therapeutic modalities. Development and application of effective injury prevention and treatment programs from the acute stage to return to play.

## Athletic Training Student, University of San Diego

August 2011 to May 2012

- Worked with Division I NCAA Sports - primarily women's soccer, men's basketball and men's tennis.
- Assisted at doctor's clinics, ordered prescriptions, coordinated doctor referrals, diagnostic procedures, surgery observation, and preliminary physical examinations. Application of various proprioceptive neuromuscular facilitation (PNF) techniques, along with various other modalities for rehabilitation.

## EDUCATION

### San Diego State University

Bachelors of Science in Kinesiology with an Athletic Training Emphasis  
Graduated Cum Laude

## CERTIFICATIONS & MEMBERSHIPS

- BOC Certified Athletic Trainer (certified April 2013)
- National Athletic Trainers' Association member
- First Aid and CPR & AED BLS Provider American Heart Association Heartsaver (6/18-6/20),
- Functional Movement Screening Level 1 certification.

## REFERENCES

References related to the above experience are available upon request.

## Citizen Board Application Form

Select the Board,  
Commission, or  
Committee applying for

Housing Authority

### Personal Information

First Name Darren

Last Name Zemnick

Physical Address

Mailing Address

City Basalt

State CO

Zip 81621

Home Phone Number

Business Address , Aspen, CO  
81611

Business Phone  
Number

Occupation Director of Human Resources

Email Address

### Residency Information

Length of Residency in  
Pitkin County 3

Are you a registered  
voter Yes

### Education and Hobbies

High School Palmer (Miami, FL)

College Tulane University (BSM)

Trade or Business  
School University of Miami (MBA)

Hobbies skiing, mountain biking, road biking, hiking, SUP, whitewater  
rafting, basketball, softball, football, rollerblading

### Organization Membership Information

Are you currently serving on other Boards, Commissions, or Committees?	No
If yes, which	<i>Field not completed.</i>
Have you served on a Board, Commission, or Committee before?	Yes
If yes, which	HHRA (HR Organization in CA)
Please list organization memberships and positions held	HHRA- Secretary, ZBT Fraternity- Secretary
Please List Areas of Special Interest	Human Resources, Employment Related Law
ATTENTION BOARD OF HEALTH APPLICANTS <i>Please answer the questions below if you are submitting an application for the Board of Health.</i>	
Share what you know about Public Health and why you are interested in committing your time and energy to serving on the Board of Health?	<i>Field not completed.</i>
What can you contribute to the Board of Health? Is there a specific content expertise you would like to offer (mental health, public health, environmental health, medicine/nursing, health education, community advocacy, housing business education, media relations, etc.)?	<i>Field not completed.</i>
Please Attach Your Resume as a pdf	<a href="#">resume.docx</a>



**DARREN J. ZEMNICK**

Carlsbad, CA 92009

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**EDUCATION:**

**UNIVERSITY OF MIAMI**

Coral Gables, FL

Master of Business Administration May 1995, Human Resources Management, Major GPA: 4.0, Overall GPA: 4.0, University of Miami Dean's List, Graduate with Academic Honors, Award of Academic Merit, Beta Gamma Sigma Member

**TULANE UNIVERSITY**

New Orleans, LA

Bachelor of Science in Management May 1993, Marketing and Computers, Major GPA: 3.6, Overall GPA: 3.34, Tulane University Dean's List and Randall Gibson Honor Society

**EXPERIENCE:**

5/10-Present

**PARK HYATT AVIARA RESORT, GOLF CLUB, & SPA**

Carlsbad, CA

*Director of Human Resources, Managing Committee*

*(Forbes 5 Star, AAA Five Diamond Resort & Spa, 329 rooms, 670 employees, 80K sq. ft. of mtg. space)*

- Acquisition/Opening
- Elected for 2012 HR Leadership Series
- Elected and served as a 2012 HROR Auditor
- 2011 Hyatt HR Functional Award Nominee
- Elected and served on 2012 WMS Focus Group
- Elected and served on 2012 Supervisor Status Focus Group

9/05-5/10

**HYATT GRAND CHAMPIONS RESORT, VILLAS, & SPA**

Indian Wells, CA

*Director of Human Resources, Managing Committee*

*(4 Diamond Resort & Spa, 530 rooms, 545 employees, 80K sq. ft. of mtg. space)*

- 2009 Hyatt HR Functional Award Nominee

8/02-9/05

**HYATT REGENCY CORAL GABLES**

Coral Gables, FL

*Director of Human Resources, Managing Committee*

*(4 Diamond Hotel, 242 rooms, 180 employees, 13K sq. ft. of mtg. space)*

- Ensure compliance of all federal, state and company regulations, policies & procedures; ensures compliance of HR audit and payroll
- Ensure effective & economical human resources activities & practices, including, but not limited to recruitment, compensation, benefits, training, employee relations, safety, worker's compensation, counseling & discipline, payroll and other generalist functions
- International recruiting; Travel overseas to interview and hire international candidates for H2B visas
- Develop and manages annual Human Resources budget
- Facilitate annual Employee Opinion Survey
- Monitor salary & wage administration
- Oversees employee relations, recognition programs (i.e. employee parties & team of excellence), and diversity council
- Reduce overall turnover
- Monitor safety programs and Workers' Compensation benefits
- Strategic partner to the General Manager and the rest of Managing Committee
- Participates in the development and implementation of business strategies for the hotel which are aligned with Hyatt's overall mission, vision values and strategies
- Builds and maintains relationships with potential labor sources
- Coordinates the hotel's response to legal claims regarding the employment relationships; coordinates with corporate as appropriate
- Coaches managers on effective ways to motivate employees, maximize employee engagement, efficiency, and guest satisfaction

- Seeks opportunities to improve the customer experience by seeking customer feedback and reviewing management reports and developing strategies to improve department and hotel services (through Gallup and Maritz scores)

5/00- 3/02

**THE BILTMORE HOTEL &  
THE DAVID WILLIAM HOTEL**

Coral Gables, FL

*Director of Human Resources, Executive Committee*

*(4 Star/4 Diamond Resort, 280 rooms, 670 employees, 60K sq. ft. of mtg. space)*

- Contributed to strategic development of the hotel
- Created stronger infrastructure by developing proper staff through training and succession planning while recruiting for talents
- Reduced recruiting expenditures by 37%
- Maintained, controlled, implemented, and distributed policies and procedures and manuals while decreasing legal expenditures
- Annually audited policies and procedures and insured legal compliance
- Evaluated and made changes in the criteria established for job levels in the compensation matrix; monitored salary surveys
- Reporting: Worker's Compensation Claims (decreased loss ratio by 8% & received a \$24K refund), 401K requirements, EEO, unemployment claims, wage and hour claims, insurance requirements, OSHA, INS regulations
- Evaluated and maintained a benefits program to insure the well being of the employees of the company at a fair cost (leading to a 65% decrease in turnover)
- Evaluated and recommended training programs to elevate the capabilities for the employees
- Facilitated the development and improvement of in house training programs (progressive counseling, sexual harassment, effective performance appraisals, self respect, interviewing, hiring, orientation)
- Maintained and developed programs to encourage loyalty and motivation
- Monitored and documented disciplinary actions

5/99 – 5/00

**LET'S TALK CELLULAR & WIRELESS**

Miami, FL

*Southeast Human Resources Regional Manager*

*(Retail Industry, 110 stores in the SE, 500 employees in the SE)*

- Performed DOL investigations concerning wage/hour issues
- Ensured legal compliance with all Federal, State, and local employment laws
- Partnered, advised, and provided guidance to regional and district managers on human resources issues
- Investigated grievances and performed sexual harassment investigations and prepared responses
- Developed policies and procedures, employee handbook, and training programs
- Identified and provided necessary HR training to regionals, district managers, and store managers
- Crisis resolution
- Conducted job fairs and interviews of candidates in the Southeast
- Responded to employee concerns regarding HR issues and benefits questions
- Provided human resources services to 100+ stores (500 employees) located in FL, PR, ATL, TENN, NC/SC, and AL

2/97 - 5/99

**RECORDS SEARCH INC. (RSI)**

Hollywood, FL

*Director of Human Resources*

*(Background Check Service Industry, 120 employees)*

- Startup experience- developed HR department from its origin
- Developed and evaluated effectiveness of mechanisms to identify candidates for employment. Established parameters for evaluating candidates
- Performed interviews of candidates. Conducted/assigned applicants' screenings to include background checks and drug screening
- Developed, reviewed, evaluated, and maintained personnel records, policy and procedure manual, succession planning, job descriptions, training programs, benefits programs, compensation matrix, and motivational programs
- Conducted terminations, appraisals, disciplinary actions, and exit interviews

- Monitored Worker's Compensation Claims, EEO1 reporting and claims, unemployment claims, OSHA regulations, and other legal requirements
- Streamlined departmental training agendas. Created new bonus program. Coordinated quality insurance team

5/95 - 12/96

**VITAS HEALTHCARE CORPORATION**

Miami, FL

*Human Resources Specialist*

*(Hospice Industry, 1500 employees)*

- Developed new performance appraisal, relocation manual, and compliance manual
- Trained personnel on company: policies and procedures, benefits, employee handbook, and performance appraisal. Reviewed all unemployment claims and represented the company in unemployment hearings. Counseled employees and conducted terminations. Recruited and interviewed candidates for new positions
- Section 504 Coordinator. Recognition Committee Member
- Completed EE01 Reports. Audited company's files and inputted correct information. Researched, processed, and represented the Executive Appeals Committee as the final step in employee grievances
- Coordinated Community/Volunteer Affairs

**ADDITIONAL  
EXPERIENCE:**

**Employment While Pursuing Education/Internships**

1/95 - 3/95

**G. NEIL COMPANIES**

Sunrise, FL

*New Business Development Manager-CONTRACT ASSIGNMENT*

1/94 - 11/94

**WALT DISNEY ATTRACTIONS**

Coral Gables, FL

*Marketing Intern*

6/93 - 12/93

**MACY'S**

Plantation, FL

*Domestic Sales Manager-Junior Executive Program*

*Assistant Children's Clothing Manager*

**COMPUTER  
SKILLS:**

Proficient in Microsoft Office, ADP/EIS, WMS Payroll

**ADDITIONAL  
INFORMATION:**

University of Miami's Mentor Program

Tulane Alumni Admission Committee Member- Alumni Student Career Network Member

Zeta Beta Tau Fraternity (Tulane) - Member, Intramural Sports, Rush Chairman, Sergeant/Pledge Master, National Advisory Disciplinary Board Member

Vice President of San Diego Hospitality HR Association 2012

GMSHRM-Director of Student Chapters and Educational Advocate-2001/2002

Member of Who's Who Historical Society and International Who's Who of Professionals

Member of HR Advisory Board for FIU-2002/2003

**RESOLUTION #60**  
**(Series of 2019)**

**A RESOLUTION OF THE CITY OF ASPEN REPEALING THE PRIOR INTERGOVERNMENTAL AGREEMENT AND ITS AMENDMENTS CREATING THE ASPEN/PITKIN COUNTY HOUSING AUTHORITY IN THEIR ENTIRETY AND REPLACING SUCH AGREEMENT AND ITS AMENDMENTS WITH AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF ASPEN AND PITKIN COUNTY ESTABLISHING THE ASPEN/PITKIN COUNTY HOUSING AUTHORITY**

**WHEREAS**, there has been submitted to the City Council an intergovernmental agreement between the City of Aspen, Colorado, and the Board of County Commissioners of Pitkin County, a copy of which agreement is annexed hereto and made a part thereof, and

**WHEREAS**, The City of Aspen and Pitkin County entered into an Intergovernmental Agreement (IGA) on November 8, 1982 establishing a Joint City/County Housing Authority and entered into an IGA on January 9, 1984, a First Amended and Restated IGA on September 26, 1989, a Second Amended and Restated IGA on September 13, 1999, a Third Amended and Restated IGA on October 28, 2002, a Fourth Amended and Restated IGA on December 20, 2007, and a Fifth Amended and Restated IGA on December 18, 2013, establishing a multi-jurisdictional housing authority (the Authority) as a separate government entity, and


**WHEREAS**, the City and County desire to continue to support an independent housing authority that has all of the powers set forth at Section 29-1-204.5, C.R.S., and

**WHEREAS**, the City and the County desire to repeal and replace the Intergovernmental Agreements listed above, and

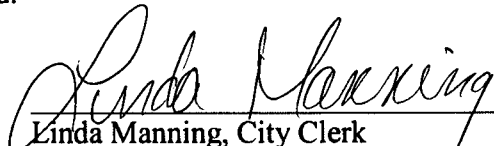
**WHEREAS**, the City Council finds that it is in the best interests of the citizens of the City of Aspen County to approve this Resolution.

**NOW, THEREFORE BE IT RESOLVED** that the City Council hereby repeals the previous Intergovernmental Agreement and its amendments set forth above in their entirety and approves the Intergovernmental Agreement, attached hereto as Exhibit A, between the City of Aspen and Pitkin County establishing the Aspen/Pitkin County Housing Authority and authorizes the Mayor to sign this Resolution and upon the satisfaction of the City Manager and City Attorney to sign such Intergovernmental Agreement.

**FINALLY**, adopted, passed and approved by the City Council of the City of Aspen on the 13<sup>th</sup> day of May 2019.

  
\_\_\_\_\_  
Steven Skadron, Mayor

I, Linda Manning, duly appointed and acting City Clerk do certify that the foregoing is a true and accurate copy of that resolution adopted by the City Council of the City of Aspen, Colorado, at a meeting held on the day hereinabove stated.

  
\_\_\_\_\_  
Linda Manning, City Clerk

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS  
("BOCC") OF PITKIN COUNTY, COLORADO REPEALING  
RESOLUTION NO'S 131-1982, 003-1984,008-1989, 179-1999, 132-2002,  
105-2007 AND 092-2013 IN THEIR ENTIRETY AND ADOPTING, A  
RESOLUTION APPROVING AN INTERGOVERNMENTAL  
AGREEMENT BETWEEN THE CITY OF ASPEN AND PITKIN  
COUNTY ESTABLISHING THE ASPEN/PITKIN COUNTY HOUSING  
AUTHORITY**

**RESOLUTION NO. 037, 2019**

**RECITALS**

**WHEREAS**, Pursuant to Section 2.8.3 (Actions) of the Pitkin County Home Rule Charter ("HRC") official action by formal resolution shall be required for all actions of the Board not requiring ordinance power on matters of significant importance affecting citizens, and

**WHEREAS**, The City of Aspen and Pitkin County entered into an Intergovernmental Agreement (IGA) on November 8, 1982 establishing a Joint City/County Housing Authority and entered into an IGA on January 9, 1984, a First Amended and Restated IGA on September 26, 1989, a Second Amended and Restated IGA on September 13, 1999, a Third Amended and Restated IGA on October 28, 2002, and a Fourth Amended and Restated IGA on December 20, 2007, establishing a multi-jurisdictional housing authority (the Authority) as a separate government entity, and

**WHEREAS**, the City and County desire to continue to support an independent housing authority that has all of the powers set forth at Section 29-1-204.5, C.R.S., and

**WHEREAS**, the City and the County desire to repeal and replace the Intergovernmental Agreements listed above, and

**WHEREAS**, the BOCC finds that it is in the best interests of the citizens of Pitkin County to approve this Resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Pitkin County, Colorado that it hereby adopts a RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS ("BOCC") OF PITKIN COUNTY, COLORADO REPEALING RESOLUTION NO'S 131-1982, 003-1984,008-1989, 179-1999, 132-2002, 105-2007 AND 092-2013 IN THEIR ENTIRETY AND ADOPTING, A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF ASPEN AND PITKIN COUNTY ESTABLISHING THE ASPEN/PITKIN COUNTY HOUSING AUTHORITY and authorizes the Chair to sign the Resolution and upon the satisfaction of the County Attorney as to form, execute any other associated documents necessary to complete this matter.



INTRODUCED AND FIRST READ ON THE 5th DAY OF May, 2019  
AND SET FOR SECOND READING AND PUBLIC HEARING ON THE 22nd DAY  
OF May, 2019.

NOTICE OF PUBLIC HEARING AND TITLE AND SHORT SUMMARY OF THE  
RESOLUTION PUBLISHED IN THE ASPEN TIMES WEEKLY ON THE 9th DAY  
OF May, 2019.

NOTICE OF PUBLIC HEARING AND THE FULL TEXT OF THE RESOLUTION  
POSTED ON THE OFFICIAL PITKIN COUNTY WEBSITE ([www.pitkincounty.com](http://www.pitkincounty.com))  
ON THE 9th DAY OF May, 2019.

ADOPTED AFTER FINAL READING AND PUBLIC HEARING ON THE 22nd  
DAY OF May, 2019.

PUBLISHED BY TITLE AND SHORT SUMMARY, AFTER ADOPTION, IN THE  
ASPEN TIMES WEEKLY ON THE 30th DAY OF May, 2019.

POSTED BY TITLE AND SHORT SUMMARY ON THE OFFICIAL PITKIN COUNTY  
WEBSITE ([www.pitkincounty.com](http://www.pitkincounty.com)) ON THE 22nd DAY OF May, 2019.

ATTEST:

By Jeanette Jones  
Jeanette Jones  
Deputy County Clerk

BOARD OF COUNTY COMMISSIONERS

By: Greg Poschman  
Greg Poschman, Chair  
Date: 5/22/19

APPROVED AS TO FORM:

John Ely  
John Ely, County Attorney

MANAGER APPROVAL

Jon Peacock  
Jon Peacock, County Manager

## INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF ASPEN AND PITKIN COUNTY ESTABLISHING THE ASPEN/PITKIN COUNTY HOUSING AUTHORITY

This **INTERGOVERNMENTAL AGREEMENT** (hereinafter referred to as "Agreement"), made and entered into this 13<sup>th</sup> day of May, 2019, by and between the CITY OF ASPEN, Colorado, a home rule municipal corporation (hereinafter referred to as "City") and the BOARD OF COUNTY COMMISSIONERS of Pitkin County, Colorado, a body corporate and politic (hereinafter referred to as "County"). This Agreement shall become effective as of the 1st day of August, 2019 ("Effective Date") regardless of the dates on which it is signed.

### RECITALS:

**WHEREAS**, the City is authorized by Article XX, Section 6 of the Colorado Constitution and City and County are each authorized by Article XIV, Section 18 of the Colorado Constitution, Section 29-1-204.5, Colorado Revised Statutes to contract with each other to establish a multi-jurisdictional housing authority as a separate government entity; and

**WHEREAS**, the City and County entered into an *Intergovernmental Agreement* on November 8, 1982, an *Intergovernmental Agreement* on January 9, 1984, an *Amended and Restated Intergovernmental Agreement* on September 26, 1989, a *Second Amended and Restated Intergovernmental Agreement* on September 13, 1999, a *Third Amended and Restated Intergovernmental Agreement* on October 28, 2002, a *Fourth Amended and Restated Intergovernmental Agreement* on December 20, 2007, and a *Fifth Amended and Restated Intergovernmental Agreement* on December, 2013 establishing a multi-jurisdictional housing authority under the provision of C.R.S. 1973, Section 29-1-204.5 which authority is known as the Aspen/Pitkin County Housing Authority (APCHA) (hereinafter referred to as "Authority") for the purpose of providing a program and a system to assure the existence of a supply of desirable and affordable housing for permanent residents, persons employed in the City or the County, senior citizens, disabled persons and other population segments residing or needing to reside in the Roaring Fork Valley which are necessary for a balanced community; and

**WHEREAS**, the City and County desire to create an independent housing authority that has all of the powers set forth at Section 29-1-204.5, C.R.S.; and

**WHEREAS**, the City and the County desire to repeal all prior agreements and enter into a revised Agreement with the provisions contained herein.

### AGREEMENT

**NOW, THEREFORE**, in consideration of the mutual benefits to be derived hereby, the City and the County hereby agree to repeal the *Intergovernmental Agreement* of November 8, 1982, the *Intergovernmental Agreement* of January 9, 1984, the *Intergovernmental Agreement* of January 9, 1984, the *Amended and Restated Intergovernmental Agreement* on September 26, 1989, the *Second Amended and Restated Intergovernmental Agreement* on September 13, 1989, the *Third Amended and Restated Intergovernmental Agreement* on October 28, 2002, the *Fourth Amended and Restated Intergovernmental Agreement* on December 20, 2007, the *Fifth Amended and Restated Intergovernmental Agreement* on December, 2013, and approve this agreement to be effective on the date first stated above (Effective Date).



## **I. MULTI-JURISDICTIONAL HOUSING AUTHORITY – PURPOSE:**

The Aspen/Pitkin County Housing Authority (hereinafter referred to as “Authority”) has been established as a multi-jurisdictional housing authority for the purpose of assisting the City and County, upon request by either party, in effecting the planning, financing, acquisition, construction, development, reconstruction or repair, maintenance, management and operation of housing projects pursuant to a multi-jurisdictional plan to provide residential facilities and dwelling accommodations at rental or sale prices within the means of families or persons of low, moderate and middle income who are employed in the City or the County, who reside or need to reside in the City or County, and who have identifiable needs for affordable housing; e.g., limited incomes, senior citizens and disabled persons, as defined by the Authority in published guidelines. The Authority shall be a political subdivision and a public corporation for the State of Colorado, separate from the City and County, and shall be a validly created and existing political subdivision and public corporation of the State of Colorado. It shall have the duties, privileges, immunities, rights, liabilities, and disabilities of a public body politic and corporate. The provisions of Articles 10.5 (the “Public Deposit Protection Act”) of Title 11, Colorado Revised Statutes, shall apply to monies of the Authority.

The Authority shall have any and all powers, duties, rights and obligations as such are set forth herein and subject to the terms and conditions of this Agreement. In order to facilitate management oversight and to provide additional resources to the Authority, the Authority shall delegate to the City certain administrative functions as more fully described herein:

## **II. BOARD OF DIRECTORS:**

### ***A. Number, Manner of Appointment, Qualifications, etc.:***

The Authority Board shall consist of five (5) directors (hereinafter referred to as “Directors”), and three (3) alternates to be appointed as follows:

1. One (1) Director shall be a member of the City Council and shall be appointed by the City Council. One (1) Director shall be a member of the Board of County Commissioners and shall be appointed by the Board of County Commissioners.
2. One (1) Alternate Director shall be a member of the City Council and shall be appointed by the City Council. One (1) Alternate Director shall be a member of the Board of County Commissioners and shall be appointed by the Board of County Commissioners. In the event the Director from City Council or the Director from the Board of County Commissioners are not present, they may only be represented by the Alternate Director appointed from their respective elected body.
3. Three (3) Directors and one (1) Alternate Director shall be jointly appointed by the City Council and Board of County Commissioners, and shall serve staggered terms.
4. As soon as reasonable after the effective date of this Amended Agreement, the City Council and the Board of County Commissioners shall jointly appoint the Directors. All Directors shall be appointed for a four-year term. Each director will be term limited to two (2) consecutive four-year terms. A one-year absence from the Authority Board will be required before a director can reapply. Terms limits will begin with the approval of this *Agreement*. To initiate staggered term, the first term for each appointment shall be one (1) Director for two (2) years, one (1) Director for three (3) years, one (1) Director for four (4) years and the Alternate Director for four (4) years.

5. Directors and the Alternate Directors shall continue to serve as Directors until such time as a successor has been appointed.
6. Jointly appointed Directors and Alternate Director may be removed at the recommendation of the Authority Board with approval from City Council and County Commissioners. Upon removal of a jointly appointed Director or Alternate Director, a replacement shall be appointed for the unexpired term of the removed Director or Alternate pursuant to paragraph 2(A) 3 of this agreement.
7. Directors appointed from the City Council and Board of County Commissioners shall serve at the pleasure of their respective elected bodies.

***B. Officers.***

The officers of the Authority shall be a Chair, a Vice Chair, a Treasurer, and a Secretary.

1. *Chair.* The Chair shall preside at all meetings of the Authority. At each meeting, the Chair shall submit such recommendations and information as she or he may consider proper concerning the business, affairs and policies of the Authority.
2. *Vice Chair.* The Vice Chair shall perform the duties of the Chair in the absence or incapacity of the Chair; and in case of the resignation or death of the Chair, the Vice Chair shall perform such duties as are imposed on the Chair until such time as the Authority shall select a new Chair.
3. *Treasurer.* The Treasurer shall perform the duties of the Chair in the absence or incapacity of both the Chair and the Vice Chair. With respect to expenses incurred directly by the Authority (as distinguished from expenses of either the City or County for affordable housing projects and their operations), either the Treasurer or the Secretary shall approve all orders and checks for payment of money and shall payout and disburse such monies under the direction of the City's Finance Director. The Treasurer shall serve as advisor to the Authority and the Board on financial matters.
4. *Secretary.* The Secretary shall ensure that the records of the Authority are properly maintained, shall act as Secretary of the meetings of the Authority and ensure that all votes are recorded, and shall ensure that a record of the proceedings of the Authority are maintained in a journal of proceedings to be kept for such purpose, and shall perform all duties incident to his or her office.
5. *Election or Appointment.* The Chair, Vice Chair, Treasurer, and Secretary shall be elected at the annual meeting of the Authority from among the Directors of the Board, and shall hold office for one year or until their successors are elected and qualified.
6. *Vacancies.* Should the office of Chair, Vice Chair, Treasurer, or Secretary become vacant, the Board shall elect a successor from its membership at the next regular meeting and such election shall be for the unexpired term of said office.

***C. Voting Requirements:***

1. *Quorum.* The powers of the Authority shall be vested in the Directors of the Board in office from time to time. Three (3) Directors of the Board, with a representative from the



City Council and a representative from the County Commissioners present, shall constitute a quorum for the purpose of conducting Authority business, exercising Authority powers and for all other purposes. When a quorum is in attendance, action may be taken by the Authority upon a vote of a majority of the Directors of the Board present. Alternate Directors may be counted for purposes of determining the existence of a quorum at a meeting and may have his or her vote counted only when the Director of the body they represent is not present.

2. *Manner of Voting.* The voting on all questions coming before the Authority shall be by roll call, and the yeas and nays shall be entered upon the minutes of each meeting by name, except on the election of officers that may be by ballot.

***D. Duties of the Officers.***

The officers of the Authority shall perform the duties and functions of the Authority as prescribed herein and such other duties and functions as may from time to time be required by the Authority, the by-laws or rules and regulations of the Authority, or upon the request of the City and County.

**III. DUTIES OF THE PARTIES:**

***A. Personnel.***

1. An Executive Director of the Authority shall be employed by the City who shall report to and be supervised by the City Manager. The City Manager and County Manager shall jointly hire the Executive Director. The City Manager shall have the authority to terminate the employment of the Executive Director in accordance with City Personnel Policies and Procedures, but shall exercise this authority only after reasonable consultation with the County Manager.
2. The Executive Director and all other personnel employed to work under the supervision of the Executive Director shall be City employees, subject to the City's payroll, benefits, and personnel policies and procedures (including disciplinary procedures).
3. The Executive Director shall work under the supervision of the City Manager and shall receive work assignments from the City Manager consistent with the Strategic Plan and Annual Work Plan/Budget (see section III,C,1). The Authority Board may suggest work assignments for the Executive Director to the City Manager, but shall have no authority to directly assign work, tasks, or priorities to the Executive Director or any of his or her staff.
4. Nothing in this Agreement shall create, or is intended to create, or shall be construed to constitute a contract of employment, express or implied, between the Executive Director and the Authority, the City or the County.

***B. Finances and Accounting.***

1. The Executive Director shall annually consult and cooperatively work with the City and County Finance Directors or their representatives to prepare proposed budgets for the City and County relating to affordable housing in their respective jurisdictions. The Authority Board, upon reviewing the annual work plan and budget as presented by the

Executive Director shall make recommendation to the City and County for their adoption. The annual budgets shall include funds necessary to reimburse the City for overhead expenses for personnel, finance, administrative, legal, and asset management services consistent with fees charged to other City departments.

2. The Executive Director shall annually consult and cooperatively work with the City's Finance Director or their representative to ensure the proper care and custody of all funds of the Authority, the prompt payment of all obligations of the Authority, and the keeping of regular books of accounts showing receipts and expenditures of the Authority. The Executive Director shall render to the Authority, the City and the County, at their regular meetings, or sooner if requested, an account of Authority transactions and also of the financial condition of the Authority.
3. All accounting, payroll, and audit services for the Authority shall be performed by the Finance Department of the City.
4. The City's procurement policies, contract documents, and approval policies shall be used for all procurements of goods and services of the Authority.
5. For each fiscal year of the City, the County and the Authority (each January 1 through each December 31), the City and County shall each appropriate their prorated share of operational monies necessary to provide for any budgeted deficit arising in connection with the Authority's operations which has been approved by the City and County, provided, however, that bonds, notes or other obligations payable solely from revenues as described in Section III hereof shall never constitute an indebtedness of the City or the County. The City and County shall each pay for 50% of the normal operating expenses of the Authority. This shall include such normal operating expenses as guideline development, qualifying applicants, enforcement, property management, etc. The City and County shall pay its share of any special projects, which either party may request to be included in the Annual Work Plan.
6. The County shall pay to the City for the benefit of the Authority its share of the Authority's annual budget upon the request of the Finance Director of the City. Both the City Council and the Board of County Commissioners shall approve any increases to the expense budget.
7. On or before June 15 of each fiscal year, the actual operations for the Authority for the immediate preceding fiscal year shall be reviewed by the City and County Finance Directors with the Executive Director for the determination of any necessary final reimbursements (and, therefore, necessary supplemental appropriations of monies by the City and the County) as a result of any non-budget appropriation of Authority staff or expenditure. The City and County hereby agree to make all necessary appropriations within a reasonable time to reconcile the final appropriations of each entity.

#### C. *Operations.*

1. Strategic Plan and Annual Work Plan/Budget. In the first year of this agreement, the Executive Director will work with the Authority Board to create a strategic plan defining the overall mission, vision, values and key objectives of the Authority. The strategic plan shall be ratified by the City Council and Board of County Commissioners and shall be updated at a minimum every five years. Changes to the Strategic plan shall be ratified by



the City Council and Board of County Commissioners. Pursuant to the approved strategic plan the Authority Board, working with the Executive Director, shall prepare an annual work plan and budget that specifies goals, tasks, responsible employees, timelines, and required budget for the operation of the Authority. The annual work plan and budget shall include a summary detailing progress made in the implementation of objectives set forth in the Authority's strategic plan. Following the finalization of the annual work plan by the Authority Board, the Executive Director shall meet with the City and County Managers. The Annual Work Plan shall be presented in August for the following Calendar Year and shall be the basis of the Authority's funding request to the City and County.

2. Affordable Housing Guidelines. The Executive Director shall review the Affordable Housing Guidelines when necessary, including updates and recommendations for changes that:
  - a. Identifies category qualifications for ownership and rental housing within the City and County for the population segments identified by the Authority as required by existing agreements and land use regulations.
  - b. The Authority Board shall review the Affordable Housing Guidelines, including deletions and additions, submitted to it by the Executive Director. Final approval of Guideline changes shall be made by the Authority Board. Guideline changes shall be brought forward in a resolution that shall require two readings separated by a minimum of 10 business days and a public hearing and public comment at the second reading.
3. The Authority Board. The Authority Board shall meet at least monthly to conduct its business. All meetings of the Authority shall be conducted in accordance with the Colorado Open Meetings Law, Sections 24-6-401, *et seq.*, C.R.S. and the City of Aspen Municipal Code. The Authority shall be responsible for the following duties:
  - a. To act as affordable housing advocates in all of its business by representing the views and perspectives of the larger communities of the City and County and translating those views and perspectives into concrete recommendations to the City and County; and
  - b. To review and make recommendations to the City and County with respect to the Strategic Plan, Annual Work Plan/Budget, Housing Guidelines, Affordable Housing Action Plans of the Aspen Area Community Plan, and Pitkin County Comprehensive Plans and Master Plans and advise on any other affordable housing related matters referred to it by either the City or County; and
  - c. To review specific development proposals initiated by the City or County and make recommendations thereon upon the request of either the City or County; and
  - d. To assist the City, County, and Executive Director, upon request, to define the need, planning, undertaking, construction, operation, or financing of low, lower moderate, upper moderate, middle and upper middle income housing for the population segments designated here or identified by the Authority residing in or needing to reside in the City or the County; and
  - e. To assist the City, County and Executive Director, upon request, to plan, finance, acquire, construct, reconstruct or repair, maintain, manage, and operate housing projects pursuant to the Annual Work Plan; and

- f. To assist the City, County and Executive Director, upon request, to purchase, acquire, obtain options, hold; lease (as lessor or lessee), sell, or otherwise dispose of any real or personal property, commodity, or service from firms, corporations, the City, the County, other governmental entities or any other persons; and
  - g. To assist the City, County and Executive Director, upon request, to investigate housing needs within the jurisdiction of the City or the County and the means and methods for improving those conditions; and
  - h. To review growth management policy applications (or equivalent application procedures as the same are developed or established from time to time) by developers for low, lower moderate; upper moderate, middle and upper middle income housing in the City or the County as requested by the respective Community Development Departments of the City or the County for conformance with housing needs; and
  - i. To enforce all aspects of the affordable housing program, including, but not necessarily limited to, the enforcement of deed restrictions (where the beneficiary is the City of Aspen, Pitkin County, and/or the Authority), and the adoption of guidelines or regulations for the implementation of the Authority's duties pursuant to CRS 29-1-204.5 and this IGA. This includes the authority to adopt a program of civil penalties to be imposed for violations of deed restrictions and the Authority's guidelines or regulations, and to establish the position of a hearing officer for such purposes
4. *The Executive Director.* The Executive Director shall be responsible for the following duties in addition to any duties assigned to him or her by the City Manager:
- a. Working closely with the Authority Board and the County and City Managers to develop an Annual Work Plan and thereafter implementing said Work Plan under the supervision of the City Manager; and
  - b. Maintaining records of all existing rental or resale deed restricted housing, including City Accessory Dwelling Units (ADUs) and County Caretaker Dwelling Units (CDUs) for the population segments designated herein or identified by the Authority and assure that such housing is used and occupied in accordance with existing City or County development approvals, contracts, or financing requirements; and
  - c. Taking all steps reasonably necessary to assure that all deed restricted units of housing comply with City and County regulations or resolutions concerning the development and administration of rental or resale restricted housing, including but not limited to administrative review of City and County land use applications as requested by the City or County Community Development department; and
  - d. Negotiating contracts as required to provide for management of deed-restricted Authority units (as that term is defined in the Affordable Housing Guidelines as such guidelines are published, modified, amended and supplemented from time to time); and



- e. To review and recommend establishment of a computerized rental availability record system for use by the City, the County, the population segments designated herein or identified by the Authority and members of the general public; and
- f. Oversee the process for marketing and reviewing qualification of applicants for rental deed restricted or for sale affordable housing units, and for marketing, reviewing qualifications of applicants for, and arranging for transfer of title of deed restricted units; and
- g. Investigate and maintain data indicating housing needs within the jurisdiction of the City or the County for the population segments designated herein or identified by the Authority and the means and methods for improving those conditions; and
- h. To review Aspen Area Community Plan and County neighborhood and comprehensive plans and strategic initiative related to housing and recommend code changes associated with the provisions of said plans as they are modified, amended and supplemented from time to time.

#### **IV. BONDS, NOTES AND OTHER OBLIGATIONS:**

- A. The bonds, notes, and other obligations of the Authority shall not be the debts, liabilities, or obligations of the City or the County unless expressly assumed by the City or the County.
- B. The City and the County may provide for payment to the Authority of funds from proprietary revenues for services rendered or facilities provided by the Authority, from proprietary revenues or other public funds as contributions to defray the cost of any purpose set forth herein, and from proprietary revenues or other public funds as advances for any purpose subject to repayment by the Authority.
- C. To carry out the purposes for which the Authority was established, the Authority is authorized to issue bonds, notes, or other obligations payable solely from the revenues derived or to be derived from the function, service, or facilities of the Authority or from any other available funds of the Authority. The terms, conditions, and details of said bonds, notes, and other obligations, the procedures related thereto, and the refunding thereof shall be set forth in the resolution authorizing said bonds, notes, or other obligations and shall, as nearly as may be practicable, be substantially the same as those provided by law for any of the contracting parties to this Intergovernmental Agreement; except that bonds, notes, or other obligations so issued shall not constitute an indebtedness of the Authority, the City or the County within the meaning of any constitutional, home rule charter or statutory limitation or other provision unless expressly assumed by the City or the County. Each bond, note, or other obligation issued under this subsection shall recite in substance that said bond, note, or other obligation, including the interest thereon, is payable solely from the revenues and other available funds of the Authority pledged for the payment thereof unless expressly assumed by the City or the County and that said bond, note, or other obligation does not constitute a debt of the Authority, the City or the County or within the meaning of any constitutional, home rule charter or statutory limitations or provisions unless expressly assumed by the City or the County. Notwithstanding anything in this Section IV to the contrary, such bonds, notes, and other obligations may be issued to mature at such times not beyond forty (40) years from their respective issue dates, shall bear interest at such rates, and shall be sold at such prices at, above or below the principal amount thereof, as shall be determined by the Board.

- D.* The resolution, trust indenture, or other security agreement under which any bonds, notes, or other obligations are issued shall constitute a contract with the holders thereof, and it may contain such provisions as shall be determined by the Board to be appropriate and necessary in connection with the issuance thereof and to provide security for the payment thereof, including, without limitation, any mortgage or other security interest in any revenues, funds, rights, or properties of the Authority. The bonds, notes and other obligations of the Authority and the income therefrom are exempt from taxation, except inheritance, estate, and transfer taxes pursuant to the Colorado Revised Statutes.

**V. LEGAL ASSISTANCE:**

The Authority Board may retain independent legal counsel, as needed, for day-to-day consultation and legal advice. The City Attorney shall review all contract documents that purport to legally obligate the City in any fashion. The County Attorney shall review all contract documents that purport to legally obligate the County in any fashion.

**VI. DISPOSITION OF ASSETS UPON TERMINATION:**

In the event of the termination of this Intergovernmental Agreement, which termination may only occur in accordance with the requirements and limitations of Section VII hereof, and the resulting dissolution of the Authority, the assets of the Authority shall be distributed as follows:

- A.* All assets acquired from contributions from the City or the County shall be returned to the contributing party if said assets are still in existence.
- B.* If assets contributed to the Authority are not in existence, the contributing party shall have the option of receiving the fair market value of the asset at the time of disposal by the Authority in either cash or assets of the Authority.
- C.* All remaining assets acquired by the Authority after the date of this Intergovernmental Agreement from funds provided by the parties shall be distributed to the parties on the basis of the appraised value of said assets at the time of termination and in the same proportion as the respective contributions of funds by the parties for acquisition of the asset.
- D.* The City and the County may agree to dispose of any assets of the Authority in any other acceptable manner.
- E.* If the City and the County cannot agree on the disposition of any assets of the Authority within sixty (60) days after termination, said assets shall be subject to an independent appraisal and shall be sold at public auction as soon as practicable with the proceeds allocated to the City and the County in the same proportion as the total contribution of funds by the respective parties for acquisition of the asset.

**VII. ANNUAL RENEWAL AND TERMINATION:**

The term of this Intergovernmental Agreement shall be from the effective date hereof through \_\_\_\_\_, and shall automatically be renewed for successive one-year periods thereafter. Either party hereto may terminate this Intergovernmental Agreement for any reason upon ninety (90) days' written notice, provided, however, that this Intergovernmental Agreement may not be terminated or rescinded so long as the Authority has bonds, notes, or other obligations outstanding,



unless provision for full payment of such obligations, by escrow or otherwise, has been made pursuant to the terms of such obligations; provided, however, that if full payment has been provided by escrow, such termination or rescission shall not occur unless nationally recognized bond counsel has delivered an opinion to the effect that such termination or rescission, in and of itself, will not adversely affect the tax status of the interest on such escrowed obligations. Furthermore, this Intergovernmental Agreement may not be terminated if the Authority has obligations to the U.S. Department of Housing and Urban Development under any Low Rent Public Housing Program, or other similar program, unless those obligations are assumed by the City or the County.

**VIII. ASSIGNABILITY:**

This agreement is not assignable by either party.

**IX. MODIFICATION OF THIS AGREEMENT:**

This Agreement may be changed or modified only in writing by an agreement approved by the City Council and Board of County Commissioners, acting separate and signed by authorized officers.

**X. ENTIRE AGREEMENT:**

This Agreement constitutes the entire Agreement between the parties and all other promises and agreements relating to the subject of this Agreement, whether oral or written, are merged herein.

**XI. SEVERABILITY:**

Should any one or more sections or provisions of this Agreement be judicially adjudged invalid or unenforceable, such judgment shall not affect, impair, or invalidate the remaining provisions of this Agreement, the intention being that the various sections and provisions hereof are severable.

**XII. NOTICE:**

Any notice required or permitted under this Agreement shall be in writing and shall be provided by electronic delivery to the e-mail addresses set forth below and by one of the following methods 1) hand-delivery or 2) registered or certified mail, postage pre-paid to the mailing addresses set forth below. Each party by notice sent under this paragraph may change the address to which future notices should be sent. Electronic delivery of notices shall be considered delivered upon receipt of confirmation of delivery on the part of the sender. Nothing contained herein shall be construed to preclude personal service of any notice in the manner prescribed for personal service of a summons or other legal process.

**To: City of Aspen**  
Aspen City Council  
c/o City Manager  
130 South Galena Street  
Aspen, Colorado 81611

**With copies to:**  
Aspen City Attorney  
130 South Galena Street  
Aspen, Colorado 81611

**To: Pitkin County**  
Board of County Commissioners  
c/o County Manager  
530 East Main Street, Suite 302  
Aspen, Colorado 81611  
[jon.peacock@pitkincounty.com](mailto:jon.peacock@pitkincounty.com)

**With Copies to:**  
Pitkin County Attorney's Office  
530 E Main Street, Suite 301  
Aspen, Colorado 81611  
[attorney@pitkincounty.com](mailto:attorney@pitkincounty.com)

**To: Aspen/Pitkin County Housing Authority**  
c/o Executive Director  
210 E. Hyman Ave., Suite 202  
Aspen, CO 81611

**XIII. GOVERNMENT IMMUNITY:**

The parties agree and understand that both parties are relying on and do not waive, by any provisions of this Agreement, the monetary limitations or terms or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. 24-10-101, et seq., as from time to time amended or otherwise available to the parties or any of their officers, agents, or employees.

**XIV. CURRENT YEAR OBLIGATIONS.**

The parties acknowledge and agree that any payments provided for hereunder or requirements for future appropriations shall constitute only currently budgeted expenditures of the parties. The parties' obligations under this Agreement are subject to each individual party's annual right to budget and appropriate the sums necessary to provide the services set forth herein. No provision of this Agreement shall be construed or interpreted as creating a multiple fiscal year direct or indirect debt or other financial obligation of either or both parties within the meaning of any constitutional or statutory debt limitation. This Agreement shall not be construed to pledge or create a lien on any class or source of either parties' bonds or any obligations payable from any class or source of each individual party's money.

**XV. BINDING RIGHTS AND OBLIGATIONS.**

The rights and obligations of the parties under this Agreement shall be binding upon and shall inure to the benefit of the parties and their respective successors and assigns.

**XVI. AGREEMENT MADE IN COLORADO.**

This Agreement shall be construed according to the laws of the State of Colorado, and venue for any action shall be in the District Court in and for Pitkin County, Colorado.

**XVII. ATTORNEY FEES.**

In the event that legal action is necessary to enforce any of the provisions of this Agreement, the substantially prevailing party, whether by final judgment or out of court settlement, shall recover from the other party all costs and expenses of such action or suit including reasonable attorney fees.

**XVIII. NO WAIVER.**

The waiver by any party to this Agreement of any term or condition of this Agreement shall not operate or be construed as a waiver of any subsequent breach by any party.

**XIX. AUTHORITY.**

Each person signing this Agreement represents and warrants that said person is fully authorized to enter into and execute this Agreement and to bind the party it represents to the terms and conditions hereof.

The foregoing Agreement is approved by City of Aspen at its regular meeting held on the 13<sup>th</sup> day of May, 2019.

**IN WITNESS WHEREOF**, the parties hereto have executed this Intergovernmental Agreement on the day and year first above written.

ATTEST:

By: 

Linda Manning, Town Clerk

CITY COUNCIL OF ASPEN, COLORADO

By: 

Steven Skadron, Mayor

APPROVED AS TO FORM:

By: 

James True, City Attorney

BOARD OF COUNTY COMMISSIONERS OF  
PITKIN COUNTY, COLORADOBy: 

Greg Poschman, Chair

APPROVED AS TO FORM:

By: 

John Ely, County Attorney

Manager Approval:

By: 

Jon Peacock, County Manager

# City Councilmember Recommendation

APCHA BOARD APPLICANTS JULY 2019 (Total 32)			
	*First Name	*Last Name	Comments
Tier 1 (choose 5)			
Tier 2 (choose 5)			
Tier 3 (choose 5)			
Tier 4 (choose 17)			



FIRST NAME	LAST NAME	AVAILABLE ON JULY 9TH
Monica	Cortes	Yes
Jennifer	Davitoria	Yes
Doris	Faust	Yes
Jami	Ferraro	Yes
Tiffany	Fewell	Yes
Adam	Frisch	Yes
Madeleine	Hawken	Yes
Rick	Head	Yes
Juliann	Hills	Yes
Bret	Hirsch	Not unless he moves a meeting in Denver
Rob	Ittner	Yes
Ellen	Itzler	Yes
David	Laughren	Yes
Pete	Louras	Yes
Jordan	Lowe	Yes
Tom	McCabe	Yes
Michael	Miracle	Yes
Howard	Moglewer	Yes
Pam	Moore	Yes
Lee	Mulcahy	Yes
Chad	Paul	Yes
Scott	Russell	Yes
Will	Rutledge	Yes
Carson	Schmitz	Yes
Juliann	Sharpley	Yes
Elizabeth	Stewart	Yes
Sara	Stookey Sanchez	Yes
James	Valerio	Yes
John	Ward	Yes
Cliff	Weiss	Yes
Erin	Young	Yes
Darren	Zemnick	NO - out of the country

Current Member