



CITY COUNCIL WORK SESSION

448 E. 1st Street, Room 190 Salida, Colorado 81201

November 04, 2024 - 6:00 PM

AGENDA

Please register for the City Council Work Session

<https://attendee.gotowebinar.com/register/8054749917914710285>

After registering, you will receive a confirmation email containing information about joining the webinar.

To watch live meetings:

<http://www.youtube.com/@cityofsalidacolorado>

DISCUSSION ITEMS

- [1.](#) Chaffee County Community Foundation Community Grants Update
- [2.](#) CDOT State Highway 291 Devolution within City of Salida



CITY COUNCIL WORK SESSION MEMO

DEPARTMENT	PRESENTED BY	DATE
Administration	Christy Doon - City Administrator	October 14, 2024

AGENDA ITEM

Chaffee County Community Foundation Community Grants

BACKGROUND

In 2022, The City of Salida began a partnership with the Chaffee County Community Foundation, to administer a Donor Advised Fund on the City's behalf. The donor Advised Fund allows the City to provide charitable funding to local non-profit groups that provide community services in line with the City's mission and goals. CCCF accepts applications in January and utilizes their Grant Review Committee Process to review applications and make funding recommendations.

The City, through the budget process, allocated 1% of the General Fund Sales Tax budget (City and County) for charitable giving in 2025, equating to \$94,600.

REQUESTED DIRECTION FROM COUNCIL

The Chaffee County Community Foundation will be in attendance to provide information to Council and answer any questions about the Community Grant Process. We also need at least one Council Member to serve on the grant review committee.



2025 Salida Community Grants

Mr. Mayor, City Councilmembers, and staff,

It is with great excitement that I submit this proposal to you for \$94,600 in funding for the City's 2025 Community Grants, to be managed by the Chaffee County Community Foundation. The partnership between the City of Salida and CCCF has facilitated high impact investment in our local nonprofit organizations through a transparent, community reviewed process. We are honored to be considered again for 2025 to steward the community grants funds to organizations providing a great benefit to our local residents and community.

Over the years of our partnership we have made significant adjustments which have allowed the community grants program to be more effective:

- Funding of operating support fills a necessary gap in available funding for our local organizations, allowing them to have the resources they need to operate effective programs.
- Creating a streamlined application process that encompasses both Buena Vista and Salida Grants reduces the strain on nonprofit leaders and creates a streamlined review process.
- The adjusted timeline allowed for notable systemic improvements including allowing the budget processes for each municipality to fully run their course prior to launching applications.
- Renewed commitment to funding broad impact areas, allowing our nonprofit sectors the opportunity for innovation and requesting support for current community needs.

We look forward to another year of partnership with the City of Salida. Thank you for your stewardship and leadership of this incredible community.

Sincerely,

Betsy Dittenber
Executive Director

2025 Community Grants Process & Budget

Budget

2025 Funding Request: \$94,600
 CCCF 4% Administration Fee: \$3,784

Amount Available for 2025 Community Grants Program: \$90,816

Process

Timeline

- Application Launch: January 13th
- Deadline: February 14th
- Recommendations Deadline: April 1st
- Awards distributed by April 18th

2025 Grant Review Committee

- 2 CCCF Board and/or Community Empowerment Committee Board Members
- 1 BV Trustee
- 1 Salida Councilmember
- 2 BV Residents
- 2 Salida Residents

Process

- 1) Initial committee meeting: Week of February 10th
 - a) Conflicts of Interest disclosed
 - b) Training on online portal and grant making considerations
- 2) CCCF conducts initial eligibility screening
 - a) Review for complete applications and meet basic requirements of IRS and Colorado Registrations.
- 3) Applications assigned for review – Tuesday, Feb. 18
 - a) Conflicts of interest do not get assigned review
 - b) Reviewers evaluate the impact of each proposal, the potential for organizations to achieve their described impact, identify follow-up questions, and their recommended funding amount.
- 4) Post-review Committee Meeting – Week of March 3rd
 - a) As applicable, follow-up questions compiled & assigned
- 5) Follow-ups completed by March 21st via phone calls, emails and site visits.
- 6) Final work sessions conducted – Week of March 24th
 - a) Hold two 2-hour meetings to review impact and make funding decisions
- 7) Council decision – Tuesday, April 1st
- 8) CCCF to execute awards within 5 business days of executed grant agreements

2024 Community Grants Summary

- The 2024 Grant Process received 46 applications for funding. One applicant did not submit a complete application and was unable to complete them by the deadline. One applicant was flagged as ineligible for funding due to political affiliation.
- 11 applicants were not recommended for funding.
- 31 applicants were allocated funding from the Salida Community Grants Fund totaling \$90,046. In addition, The average award size from the City of Salida fund was \$2,904. Twenty-eight of the applicants were also awarded funding by the Town of Buena Vista with a total of \$146,686 invested in the community. The average gift size with both funding sources factored in was \$4,445.
- The Grant Review Committee consisted of 8 volunteers who contributed at least 25 hours of their time to review applicants and make funding recommendations. CCCF is incredibly grateful for these dedicated volunteers who made it possible to have a balanced and in-depth review of the applicants.
- The Grant Review committee strived to base all decisions on objective and defensible data. Inevitably tough decisions were made in order to meet the budget available and were based on a formula or an objective data source. The review decisions were based on a combination of quantitative and qualitative review techniques allowing the committee to use both data and follow up interviews to determine the highest impact projects.



CITY COUNCIL WORK SESSION MEMO

DEPARTMENT	PRESENTED BY	DATE
Public Works	David Lady - Public Works Director	November 4, 2024

ITEM

CDOT State Highway 291 Devolution within City of Salida

BACKGROUND

State Highway 291 (SH-291) is a key transportation corridor through Salida entering the City near the Arkansas River Bridge adjacent to Heart of the Rockies Medical Center (HRRMC) and ending at highway US-50. SH-291 is currently under the jurisdiction of the Colorado Department of Transportation (CDOT). Therefore, regulatory items such as vehicular types and use, access control, special use permits, maintenance of signals and related infrastructure, and other administrative components are under their control. CDOT has statewide policies that govern these functions and there is limited ability to modify them on a case-by-case basis.

As communities expand and have greater development or community related needs adjacent to a State Highway, there are options for the State and local jurisdiction to consider a devolution process of the roadway to take over ownership and responsibilities. Several years ago this was investigated and at the time, it did not move forward due to the scope of it being larger and including Arkansas River bridges and the section west of the Salida city limits. Recent discussions with CDOT staff have been productive in identifying a refined boundary to just include portions within the city limits, specifically from US-50 to the HRRMC entrance. This revised scope significantly reduces the financial liabilities for the City regarding the ownership and maintenance responsibilities related to infrastructure.

In consideration of this process, it should be noted that the current timing of these discussions is ideal as the City has been awarded multi-million dollar grants through the local agency programs to reconstruct major portions of SH-291. The Oak Street (SH-291) project is currently underway with Phase 1 from Park Avenue to US-50 being completed in 2024. Phase 2 of Oak Street (SH-291) project will reconstruct Park Avenue to Walnut Street in 2025. West of this section is 1st Street (SH-291) through downtown. In 2018, CDOT reconstructed several blocks of this section including the traffic signal at F Street. The signal alone was over a million dollars and is expected to have an approximate life of 50 years. CDOT has indicated that the devolution process would include an IGA to allow CDOT to continue to maintain and repair this signal for the City, if desired. Staff would recommend this maintenance program as there are currently no traffic signals, nor the necessary technicians, under the City's jurisdiction. Leaving downtown and continuing west on SH-291 approaches the west section of the highway within city limits that borders Marvin Park and exits the City near HRRMC. The City has been awarded several million dollars through local agency grants to reconstruct this portion of highway. Design for this section is underway, which like Oak Street, will have bike lanes, curb and gutter, sidewalks, and storm sewer improvements, along with a roundabout planned at Mesa Lane.

Redevelopment along this corridor and expanded community uses have changed in recent years. The pedestrian mall seasonal closures of F Street, closures for parades, discussion of having an entertainment district, land use code proposed density changes along the corridor, and the ongoing heavy truck traffic traversing this section are all use components that currently impact how the City and others plan for, and are impacted, under the current policies set forth. Consideration of the devolution process and ultimately the community's desire to have flexibility to make changes adjacent to and within this corridor would facilitate meeting the needs of the community within the City's control.



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Next Steps

CDOT planning staff have predefined processes for reviewing cost components related to the devolution process. An accounting spreadsheet is used to look at maintenance costs over the past five years and average that out over the next 20 years. This value is then provided to the local jurisdiction to help cover anticipated maintenance costs for a period of time. This amount was determined to be approximately \$250,000 for the section of SH-291 under discussion. CDOT has indicated that the next steps, following the City's direction, would be to draft an IGA for the City and State to execute. This would formalize the process and transfer of the section of roadway. CDOT has indicated that they would be in support of pursuing the IGA and devolution process if it is of interest to the City. CDOT has indicated that they would need to provide additional review of existing right-of-way and property boundary information to determine if survey or title work are needed prior to official transfer of ownership.

REQUESTED DIRECTION FROM COUNCIL

Staff is requesting feedback from Council regarding the desire to move forward with the devolution process and directing staff to work with CDOT to prepare an IGA to move the process forward. The IGA would require the Council's approval at a later date.