



MEMORANDUM

P.O. Box 4100 ♦ FRISCO, COLORADO 80443

TO: MAYOR AND TOWN COUNCIL
FROM: DIANE McBRIDE, RECREATION DIRECTOR/ASSISTANT TOWN MANAGER
**RE: REVOCABLE LICENSE AGREEMENT WITH UNSHELTERED IN SUMMIT FOR USE OF THE
PARKING LOT AT 602 GALENA**
DATE: MAY 9, 2023

Summary and Background: Unsheltered in Summit developed "The Summit Safe Parking Program" in 2019 to provide a designated, secure location in parking lots for members of the local workforce to sleep in their vehicles. The program began in partnership with Agape Church, located north of Breckenridge. Due to construction at Agape, the program moved to a parking lot at the Summit County Justice Center in Breckenridge in April 2022 and operated out of this location for the summer months. For the 2022-2023 winter season, the Safe Parking Program utilized the Marina Trailhead parking lot in Frisco. A total of 25 spaces were available at the Marina lot.

During the summer months, the Marina Trailhead parking lot is utilized for other uses, including paid parking. As such, this space is not available for the Safe Parking Program. Town Council directed staff to seek out summer options for this program. Staff considered a variety of different sites and during the April 25, 2023, work session, recommended usage of the 602 Galena parking lot for the summer program. Town Council supported this recommendation. In order to move forward with the program at this location, a revocable license agreement approved by Town Council is required.

Analysis:

As the need continues to grow, Unsheltered in Summit is seeking additional locations to expand the program and increase availability. For Unsheltered to utilize a portion of the parking lot at 602 Galena, a few actions are required:

- **Approval.** The Town has a lease agreement for 602 Galena with CDLE for the Workforce Center, and as such, sought their approval for licensing of the parking lot for another use. CDLE approved the usage of eight (8) spaces on the south end of the parking lot with the operating hours of 6pm to 8am daily. The program will be required to provide sanitation (port-a-lets) and trash collection for its members in order to maintain an orderly site. As referenced during the April 25, 2023, work session, Unsheltered in Summit will also be required to run name-based background checks on their members.

- **Revocable license agreement.** Town Council action is required to authorize use of this Town-owned property, through a revocable license agreement. This is the action that is requested at this time.
- **Planning Commission.** 602 Galena is in the Central Core, and as such, “Transitional Shelter Facility” is a Conditional Use. The Code of Ordinances was amended through Emergency Ordinance 22-12 to allow Transitional Shelter Facilities, as a Conditional Use, which requires a public hearing and decision by the Planning Commission. Unsheltered has submitted a Conditional Use Application with the Planning Commission for a May 18, 2023, hearing.
- With all approvals, members of Unsheltered could transfer from the Marina Trailhead parking lot to 602 Galena as soon as May 19, 2023.

Financial Impact: There is no anticipated financial impact related to this discussion.

Alignment with Strategic Plan: Increasing availability of housing for the local workforce remains a high priority of Frisco Town Council. While a program of this nature is not contemplated in the Strategic Plan or Community Plan, allowing additional opportunities such as overnight sleeping in personal vehicles could support this goal.

Environmental Sustainability: No significant impacts to environmental sustainability are anticipated.

Staff Recommendation: Approve Revocable License Agreement for Unsheltered in Summit Use of the Parking Lot at 602 Galena parking for the summer of 2023.

Approved By:

Tom Fisher, Town Manager
Leslie Edwards, Finance Director

Attachments:

Attachment 1: Revocable License for use of 602 Galena