

VIRTUAL MEETING (ZOOM)

Call in: 1-253-215-8782 or 1-312-626-6799 or 1-669-900-6833 or 1-346-248-7799  
Meeting ID: 858 9408 7095  
Passcode: 285387

***Anyone interested in making a public comment at this meeting must sign up before 5 p.m.  
Please arrive or log in (if attending virtually) early. Meeting room doors will open by 4:30 p.m.***

***The virtual meeting will open by 4:45 p.m.***

***The Board President will invite agenda-related public comment(s) before Business Items are discussed.  
One hour of public comment for items not on today's agenda will occur before the end of the meeting.***

***One public comment per person.***

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ITEMS TOO LATE FOR THE AGENDA
- IV. REPORTS
  - A. Internal Affairs Committee Five minutes
  - B. Public Affairs Committee Five minutes
  - C. Governance Committee Five minutes
  - D. Trustee comments
  - E. Friends of the Pikes Peak Library District Report (Rita Jordan) Five minutes (p.3)
  - F. Pikes Peak Library District Foundation Report (Courtney VanCleave) Five minutes (p.4)
  - G. Financial Report September 2025 (Kim Hoggatt) Five minutes (p.5)
  - H. Public Services Report (Tammy Sayles) Five minutes (p.13)
  - I. Support Services Reports: Communications; Facilities & Security; Human Resources; Information Technology, Strategy & Innovation (p.17)
  - J. CEO Report Five minutes
    - 1. Programs at a Glance (p.30)
- V. BUSINESS ITEMS
  - A. Consent Items
    - Consent items shall be acted upon as a whole unless a specific item is called for discussion.*
    - Any item called for discussion shall be acted upon separately as "New Business".*
    - 1. Minutes of September 17, 2025 Board of Trustees meeting (p.32)
    - 2. Minutes of September 26, 2025 Board of Trustees Retreat (p.36)
    - 3. Minutes of October 7, 2025 Board of Trustees Special Meeting (p.116)
  - B. New Business
    - 1. DECISION 25-10-1: Urban Renewal Authority (URA) Odyssey at North Weber (Jariah Walker) (p.117)
    - 2. DECISION 25-10-2: Request for Proposal (RFP) Courier Services (Jenny Pierce) (p.201)
    - 3. DECISION 25-10-3: Access policy (p.202)
    - 4. DECISION 25-10-4: Collection Development policy (p.240)
- VI. PUBLIC COMMENT NOT RELATED TO TODAY'S AGENDA (3 Minute Time Limit per Person)
- VII. ADJOURNMENT

The full packet of materials for this meeting of the Pikes Peak Library District Board of Trustees is available at <https://ppld.org/board-trustees>

## Friends of the Pikes Peak Library District OCTOBER 2025 Report

Our focus for October is/was the Fall Big Book Sale. Additionally, we look forward to our next event, The Friends 70<sup>th</sup> Anniversary Tea Party on Nov 8<sup>th</sup> at Library 21c.

Sales	(Gross)	
Sales thru September	Amazon	\$615
	eBay	\$6,758
	Web storefront	\$158
	East Bookstore	\$4,208
	Library 21C	\$2,114
	Penrose	\$428
TOTAL SALES		\$14,281

Book sale is fully staffed with 90 volunteers. Box count is 820, NOT counting flats of mass market paperbacks. We are stuffed to the gills. Looking forward to another successful sale!

Rita Jordan, President  
Friends of the Pikes Peak Library District



REPORT

Pikes Peak Library District Foundation  
Statement of Financial Activity  
As of August 31, 2025 and August 31, 2024

UNAUDITED

	Month	YTD	Budget	Variance	Month	PY
	August 31, 2025	2025	2025	2025	August 31, 2024	2024
Revenues						
Giving						
Individuals	\$ 506,102	\$ 634,859			\$ 20,785	\$ 183,885
Foundations	-	15,500			750	13,528
Corporation	1,182	8,983			1,974	8,210
Sponsorships	-	23,500			-	-
Total Giving	507,284	682,842			23,509	205,623

Board member Patricia Akkola stepped in to the Governance Committee and began work on the Foundation by-laws and the proposed MOU agreement between the District and the Foundation.

Codi Stone was voted onto the PPLD Foundation Board.





# September 30, 2025 Monthly Financial Report

Board of Trustees Meeting  
October 15, 2025

### Revenues

Type	Annual Budget	YTD Actual		Variance
		Revenue		
Property Taxes (1)	\$ 40,123,323	\$ 39,387,916	\$	735,407
Intergovernmental Grants	360,784	261,219	\$	99,565
Fines and fees	90,000	66,363	\$	23,637
Interest income	500,000	1,062,867	\$	(562,867)
Donations/fundraising	605,000	1,289,850	\$	(684,850)
Miscellaneous	73,962	58,195	\$	15,767
Employee contributions	393,533	339,086	\$	54,447
Total	<u>\$ 42,146,602</u>	<u>\$ 42,465,496</u>	<u>\$</u>	<u>(318,894)</u>

(1) Includes Specific Ownership taxes, Interest on Taxes, and Payment in Lieu of Taxes

### GF Expenditures

Type	Annual Budget	YTD Actual		Variance
		spend		
Building & Vehicle Maintenance	\$ 2,882,485	\$ 1,871,559	\$	1,010,926
Collections Management Materials	4,755,150	3,578,319		1,176,830
Contract Services	2,537,096	1,760,964		776,131
Employee Salaries & Benefits	23,083,802	16,045,003		7,038,799
Mileage, Training, Memberships	607,080	307,440		299,640
Programming	336,090	168,908		167,182
Supplies	1,376,112	836,943		539,170
Telecommunications	1,263,464	992,855		270,609
Total	<u>\$ 36,841,279</u>	<u>\$ 25,561,991</u>	<u>\$</u>	<u>11,279,288</u>

### Capital Fund Expenditures

Type	Annual Budget	YTD Actual		Variance
		spend		
Capital Fund- Facilities	\$ 3,840,461	\$ 1,202,347	\$	2,638,114
Capital Fund-Communication	68,398	8,982		59,416
Capital Fund- Security	217,473	128,269		89,204
Capital Fund- IT	2,027,883	593,317		1,434,566
Capital Fund- Strategy & Innovation	27,826	0		27,826
Capital Fund- Finance	969,519	6,511		963,008
Capital Fund- Special Revenue Funds	56,401	0		56,401
Total	<u>\$ 7,207,961</u>	<u>\$ 1,939,425</u>	<u>\$</u>	<u>5,268,536</u>



# Monthly Financial Report - PPLD (as a whole)

As of September 30, 2025

		Year to Date Activity as of September 30, 2025		
	<u>Revised Annual Budget</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<b><u>REVENUES</u></b>				
Property Taxes (1)	36,823,323	27,617,492	36,685,973	9,068,481
Specific ownership taxes	3,300,000	2,475,000	2,701,943	226,943
<b>Total Taxes</b>	<b>40,123,323</b>	<b>30,092,492</b>	<b>39,387,916</b>	<b>9,295,424</b>
Intergovernmental Grants	360,784	270,588	261,219	(9,369)
Fines and fees	90,000	67,500	66,363	(1,137)
Interest income	500,000	375,000	1,062,867	687,867
Donations/fundraising	605,000	453,750	1,289,850	836,100
Miscellaneous	73,962	55,472	58,195	2,723
<b>Total Operating Revenue</b>	<b>1,629,746</b>	<b>1,222,310</b>	<b>2,738,494</b>	<b>1,516,185</b>
Employee contributions	393,533	295,150	339,086	43,936
<b>Total Other Revenue</b>	<b>393,533</b>	<b>295,150</b>	<b>339,086</b>	<b>43,936</b>
<b>Total Revenue</b>	<b>42,146,602</b>	<b>31,609,951</b>	<b>42,465,496</b>	<b>10,855,544</b>
<b><u>EXPENDITURES</u></b>				
Personnel Expense	26,605,518	19,954,139	17,698,772	2,255,367
Operating Expense	13,800,612	10,350,459	10,542,948	(192,489)
Capital Outlay	7,207,961	5,405,971	1,939,425	3,466,546
<b>Total Expenditures</b>	<b>47,614,091</b>	<b>35,710,568</b>	<b>30,181,145</b>	<b>5,529,423</b>
<b>Excess (deficiency) of Revenue over Expenditures</b>	<b>(5,467,489)</b>	<b>(4,100,617)</b>	<b>12,284,350</b>	<b>16,384,967</b>
<b><u>OTHER FINANCING SOURCES (uses)</u></b>				
Transfer In/(Out)	0	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Impact to Fund Balance</b>	<b>(5,467,489)</b>	<b>(4,100,617)</b>	<b>12,284,350</b>	<b>16,384,967</b>
GF Unassigned, CIP & SIF Beginning Fund Balance (2)	23,632,752	23,632,752	23,632,752	0
<b>Ending Fund Balance (Projected)</b>	<b>18,165,263</b>	<b>19,532,135</b>	<b>35,917,102</b>	<b>16,384,967</b>

(1) Includes Interest on Taxes and Payment in Lieu of Taxes

(2) 2024 Unassigned Fund Balance



**Monthly Financial Report - GENERAL FUND**  
**As of September 30, 2025**

		Year to Date Activity as of September 30, 2025		
	<u>Revised Annual Budget</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<b><u>REVENUES</u></b>				
Property Taxes	33,949,371	25,462,029	33,773,660	8,311,631
Specific ownership taxes	3,300,000	2,475,000	2,701,943	226,943
<b>Total Taxes</b>	<b>37,249,371</b>	<b>27,937,029</b>	<b>36,475,603</b>	<b>8,538,574</b>
Intergovernmental	360,784	270,588	261,219	(9,369)
Donations/fundraising	605,000	453,750	1,289,850	836,100
Interest	500,000	375,000	1,062,340	687,340
Fines and fees	90,000	67,500	66,363	(1,137)
Other Operating	73,962	55,472	58,195	2,723
<b>Total Operating Revenue</b>	<b>1,629,746</b>	<b>1,222,310</b>	<b>2,737,967</b>	<b>1,515,658</b>
<b>Total Revenue</b>	<b>38,879,117</b>	<b>29,159,338</b>	<b>39,213,570</b>	<b>10,054,232</b>
<b><u>EXPENDITURES</u></b>				
Building & Vehicle Maintenance	2,882,485	2,161,864	1,871,559	(290,305)
Collections Management Materials	4,755,150	3,566,362	3,578,319	11,957
Contract Services	2,537,096	1,902,822	1,760,964	(141,858)
Employee Salaries & Benefits	23,083,802	17,312,852	16,045,003	(1,267,848)
Mileage, Training, Memberships	607,080	455,310	307,440	(147,870)
Programming	336,090	252,068	168,908	(83,160)
Supplies	1,376,112	1,032,084	836,943	(195,141)
Telecommunications	1,263,464	947,598	992,855	45,257
<b>Total Expenditures</b>	<b>36,841,279</b>	<b>27,630,959</b>	<b>25,561,991</b>	<b>(2,068,968)</b>
<b>Excess (deficiency) of Revenue over Expenditures</b>	<b>2,037,838</b>	<b>1,528,379</b>	<b>13,651,579</b>	<b>12,123,200</b>
<b><u>OTHER FINANCING SOURCES (uses)</u></b>				
Transfer Out	3,977,345	3,977,345	3,977,345	0
	<b>3,977,345</b>	<b>3,977,345</b>	<b>3,977,345</b>	<b>0</b>
<b>Net Impact to Fund Balance</b>	<b>(1,939,506)</b>	<b>(2,448,966)</b>	<b>9,674,234</b>	<b>12,123,200</b>
<b>GF Unassigned Beginning Fund Balance *</b>	<b>18,565,212</b>	<b>18,565,212</b>	<b>18,565,212</b>	<b>0</b>
Other Tax Revenue- (SB22-238 & SB23B-001)	2,086,606	2,086,606	2,086,606	
2025 Capital Fund Allocation	3,977,745	3,977,745	3,977,745	
3 Month Reserve (Board Mandate)	8,376,047	8,376,047	8,376,047	
Purchase of Ute Pass and Ruth Holley	1,000,000	1,000,000	1,000,000	
<b>Unrestrict Balance available for use</b>	<b>3,124,814</b>	<b>3,124,814</b>	<b>3,124,814</b>	<b>0</b>
<b>Ending Fund Balance (Projected)</b>	<b>16,625,706</b>	<b>16,116,246</b>	<b>28,239,446</b>	<b>12,123,200</b>



## Monthly Financial Report - GENERAL FUND EXPENDITURE DETAIL

As of September 30, 2025

		Year to Date Activity as of September 30, 2025		
	<u>Revised Annual Budget</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<b><u>General Fund</u></b>				
<b>Public Services</b>	<b>21,458,942</b>	<b>16,094,207</b>	<b>14,645,974</b>	<b>2,569,914</b>
<b>Public Services Administrative</b>	<b>9,402,518</b>	<b>7,051,888</b>	<b>6,378,905</b>	<b>672,983</b>
Public Services Administration	266,046	199,535	197,163	2,371
Collection Management	1,761,787	1,321,340	1,200,059	121,281
Collection Management - Library Materials	5,673,881	4,255,411	4,062,255	193,156
Regional History and Genealogy	816,185	612,138	501,721	110,418
Adult Education	884,619	663,464	417,706	245,758
<b>Programming Administration</b>	<b>1,543,139</b>	<b>1,157,354</b>	<b>1,033,325</b>	<b>1,245,712</b>
<b>Branch Administration</b>	<b>10,513,285</b>	<b>7,884,964</b>	<b>7,233,745</b>	<b>651,219</b>
Branch Administration	663,797	497,848	397,301	100,546
Penrose Library	1,679,171	1,259,378	1,094,931	164,447
East Library	1,698,504	1,273,878	1,289,740	(15,862)
Library 21c	1,862,384	1,396,788	1,226,228	170,559
Cheyenne Mountain Library	538,594	403,945	373,463	30,482
Fountain Library	538,594	403,945	306,935	97,010
* High Prairie Library	424,771	318,578	350,172	(31,594)
* Manitou Springs Library	466,567	349,925	308,363	41,562
* Monument Library	638,910	479,183	463,253	15,929
Old Colorado City Library	451,739	338,804	317,392	21,412
Ruth Holley Library	461,134	345,850	282,105	63,745
Sand Creek Library	581,909	436,432	485,655	(49,223)
Mobile Library Services	507,212	380,409	338,204	42,205
<b>Administration</b>	<b>14,852,496</b>	<b>11,139,372</b>	<b>10,435,928</b>	<b>480,871</b>
<b>CEO Office</b>	<b>461,622</b>	<b>346,217</b>	<b>334,729</b>	<b>11,488</b>

\* Includes Calhan, Palmer Lake and Ute Pass



## Monthly Financial Report - GENERAL FUND EXPENDITURE DETAIL

As of September 30, 2025

		Year to Date Activity as of September 30, 2025		
	<u>Revised Annual Budget</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<b><u>General Fund</u></b>				
Support Services	7,040,938	5,280,703	4,988,720	143,354
Support Services Administration	291,876	218,907	228,650	(9,743)
Facilities	3,724,004	2,793,003	2,570,429	-
Information Technology	2,472,008	1,854,006	1,837,246	16,759
Strategy and Innovation	553,050	414,788	352,394	62,393
Human Resources Office	941,100	705,825	631,880	73,944
Security	1,665,858	1,249,394	1,074,678	174,716
Finance Office	1,741,020	1,305,765	1,443,916	(138,151)
Communications Office	1,749,364	1,312,023	962,554	349,469
Development Office	200,070	150,053	130,124	19,929
Interdepartmental	1,052,524	789,393	869,326	(79,933)
UNDESIGNATED	36,311,438	27,233,579	25,081,902	3,050,785
Designated Funds	529,841	397,380	480,089	(82,709)
<b>DESIGNATED</b>	<b>529,841</b>	<b>397,380</b>	<b>480,089</b>	<b>(82,709)</b>
<b>TOTAL GENERAL FUND</b>	<b>36,841,279</b>	<b>27,630,959</b>	<b>25,561,991</b>	<b>2,968,077</b>



# Monthly Financial Report - CAPITAL PROJECTS FUND (CIP)

As of September 30, 2025

		Year to Date Activity as of September 30, 2025		
	<u>Revised Annual Budget</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<b><u>REVENUES</u></b>				
Property Taxes	0	0	0	0
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>EXPENDITURES</u></b>				
Capital Fund- Facilities	3,840,461	2,880,345	1,202,347	1,677,999
Capital Fund-Communication	68,398	51,299	8,982	42,317
Capital Fund- Security	217,473	163,105	128,269	34,836
Capital Fund- IT	2,027,883	1,520,913	593,317	927,595
Capital Fund- Strategy & Innovation	27,826	20,870	0	20,870
Capital Fund- Finance	969,519	727,139	6,511	720,628
Capital Fund- Special Revenue Funds	56,401	42,301	0	42,301
<b>Total Expenditures</b>	<b>7,207,961</b>	<b>5,405,971</b>	<b>1,939,425</b>	<b>3,466,546</b>
<b>Excess (deficiency) of Revenue over Expenditures</b>	<b>(7,207,961)</b>	<b>(5,405,971)</b>	<b>(1,939,425)</b>	<b>3,466,546</b>
<b><u>OTHER FINANCING SOURCES (uses)</u></b>				
Transfer In/(Out)	3,977,345	3,977,345	3,977,345	0
	<b>3,977,345</b>	<b>3,977,345</b>	<b>3,977,345</b>	<b>0</b>
<b>Net Impact to Fund Balance</b>	<b>(3,230,616)</b>	<b>(1,428,626)</b>	<b>2,037,920</b>	<b>3,466,546</b>
Beginning Fund Balance*	4,010,887	4,010,887	4,010,887	0
<b>Ending Fund Balance (Projected)</b>	<b>780,271</b>	<b>2,582,261</b>	<b>6,048,807</b>	<b>3,466,546</b>



# Monthly Financial Report - SELF-INSURANCE FUND (SIF)

As of September 30, 2025

		Year to Date Activity as of September 30, 2025		
	<u>Revised Annual Budget</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<b><u>REVENUES</u></b>				
Property Taxes	2,873,951	2,155,463	2,912,313	756,850
Employee contributions	393,533	295,150	339,086	43,936
Other Revenue	0	0	527	527
<b>Total Revenue</b>	<b>3,267,484</b>	<b>2,450,613</b>	<b>3,251,926</b>	<b>801,313</b>
<b><u>EXPENDITURES</u></b>				
Employee Salaries & Benefits	2,353,223	1,764,917	1,653,769	111,148
Contract Services	1,211,628	908,721	1,025,960	(117,239)
<b>Total Expenditures</b>	<b>3,564,851</b>	<b>2,673,638</b>	<b>2,679,729</b>	<b>(6,091)</b>
<b>Excess (deficiency) of Revenue over Expenditures</b>	<b>(297,367)</b>	<b>(223,025)</b>	<b>572,197</b>	<b>795,222</b>
<b><u>OTHER FINANCING SOURCES (uses)</u></b>				
Transfer In/(Out)	0	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Impact to Fund Balance</b>	<b>(297,367)</b>	<b>(223,025)</b>	<b>572,197</b>	<b>795,222</b>
Beginning Net Position*	1,056,653	1,056,653	1,056,653	0
<b>Ending Fund Balance (Projected)</b>	<b>759,286</b>	<b>833,628</b>	<b>1,628,850</b>	<b>795,222</b>



## **Public Services Report September 2025**

### **Adult Education**

#### **Access**

The business librarian will begin teaching staff at the Mt. Carmel Veteran's Business Outreach Center to utilize PPLD's databases and resources.

#### **Accountability**

A member of the Pikes Peak Workforce Center (PPWFC) came to the Adult Basic Education classes for a workshop geared towards job searching, interview skills, resume writing and more. This year staff are working diligently with PPWFC to bring their services into the classroom to help students with employment options. Currently, Adult Education (AE) has 32 students enrolled in High School Equivalency and 21 in ESL classes.

#### **Communications**

Staff attended the Fort Carson Army Community Service Small Business Resource Fair. This event connects small businesses, entrepreneurs, transitioning service members, military spouses and others from military communities, with valuable resources, guidance, and networking opportunities.

#### **Community Connections**

Staff attended the Pikes Peak Workforce Center Open House to connect with their staff and learn more about the services they provide.

#### **Physical and Virtual Spaces**

The strategic services librarians have been reviewing all the LibGuides to create a better experience for patrons with information by vetting the guides, deleting obsolete guides, and ensuring that existing guides are accessible.

### **Branches**

#### **Access**

The Palmer Lake Summer Concert series had a total of 230 participants, despite bad weather for all the events.

#### **Accountability**

Calhan adjusted their Storytime rotation to accommodate a wider variety of programs.

Library 21c Library Explorers attendance increased to 41, after adjusting their start time.

#### **Communications**

Fountain staff hosted a table at Fountain's Community Night in the Park on Tuesday. Staff interacted with 289 community members at the event, promoted library card sign-ups, provided an overview of library services, and offered takeaway crafts.

Old Colorado City staff attended the West Fest outreach event, interacting with 59 community members at the West Side Community Center.

Mobile Library Services participated in a Veterans outreach event. During the event, staff established new contacts with the possibility of future partnerships with the Vet Center.

### **Community Connections**

Sand Creek began a new bi-monthly Storytime program in partnership with the Colorado Springs Police Department (CSPD). An officer reads books to children while staff are on hand to facilitate an activity. In September, there were 30 attendees over two sessions.

Library 21c hosted the annual Volunteer Appreciation Breakfast; about 20 of the 75 volunteers at Library 21c were in attendance.

### **Physical and Virtual Spaces**

Staff members from High Prairie and Calhan assessed the Children's space at Calhan. They recommended toys for purchase and adjusted the layout.

### **Staff**

During July, August and September, Library Managers and Supervisors attended the newly revamped Finding Info training sessions: Job Search and Consumer Resources, The Reference Interview, and Databases and LibGuides, respectively. Librarians from Penrose Library, East Library and Library 21c presented these training sessions. This initiative to refresh and implement these trainings was spearheaded by the Adult Education department with support from staff from throughout Public Services and will be carried forward by Branches.

### **Collection Management**

#### **ILS Migration Update**

Each month, activity around the ILS migration ramps up, and September had the most staff hours yet devoted to the project. Twenty staff created the in-person staff training for Polaris, tested circulation functions, verified data in the test system, and began the revision of the circulation procedures manual. Communications created and posted the ILS Migration page on ppld.org, sent out a press release, and shared signage to be placed in the libraries. IT staff helped test key peripheral equipment that the ILS uses. Other staff attended training for the new catalog, and they in turn will create catalog training videos for staff and patrons. Collection Management staff met with several library materials vendors to discuss changes needed for accounts and the ordering process with Polaris.

### **Access**

The World Language project was completed in September. Bright yellow dividers with the language name in bold were added to the shelves to indicate the six languages PPLD actively collects, with an additional section for more languages. This collection of adult books and magazines in Spanish, Arabic, Korean, Vietnamese, German, and Chinese (Mandarin) is easier to find on the shelf and in the catalog.

In September, 7,518 items and 930 magazines were added to the collection.

Interlibrary Loan received a combined total of 2,699 lending and borrowing requests.

New toys were ordered for the Toy Library, including Little Tikes Rocking Horse, Musical Diego Dino, and Wobble Disk/Climbing Dome.

An influx of shipments from PPLD's primary book vendor resulted in 1,200 titles being cataloged in September.

### **Accountability**

Collection Management (CM) staff met with library vendors to review accounts and ordering procedures in advance of the ILS migration.

Two CM staff helped evaluate and score the Courier Services RFP.

The Acquisitions Manager submitted the Colorado State Grant for Libraries application for the 2026 grant cycle.

### **Communications**

Over 250 patron and staff questions were answered by phone and email.

Banners were added to Libby to promote All Pikes Peak Reads (APPR). The APPR adult title *Fuzz* by Mary Roach was one of the four most popular titles in Libby.

### **Physical and Virtual Spaces**

The Circulation Services Coordinator helped plan the November expansion of the Automated Materials Handler (AMH) at the East Library.

### **Staff**

Selection librarians attended the virtual Area Collection Development Crew (ACDC) meeting with librarians from other Colorado public libraries.

### **Programming**

#### **Access**

A new 3D Printing program for patrons 55+ was launched at Library 21c and East Library, combining digital literacy with hands-on 3D printing. The first session was filled within minutes!

The Toy Library will expand to two additional library locations; 26 new toys were evaluated and purchased.

#### **Accountability:**

Summer Adventure reports were submitted to the State Library, and Douglas County Library for cross analysis.

Activity kits used for outreach and passive programming were assessed for popularity and usage. A total of 188 kits were checked out this year.

Programming staff initiated a new process to regularly meet with program volunteers.

#### **Communications:**

PPLD's booth at Cool Science attracted 810 attendees that participated in youth activities, learned about library resources, and issued 14 library cards.

Staff engaged with 20 educational outreaches, resulting in over 674 direct interactions. Events included Literacy Nights, STEM/STEAM Nights, ESL Open Houses, Title 1 Nights, and classroom visits (K-12).

**Community Connections:**

Fifty-one library informational bags were distributed during the Veterans Affairs drive-through baby shower.

**Physical and Virtual Spaces:**

A new school request form has been added to the Back to School and PowerPass web pages. Within the first day, ten requests were submitted.

**Staff:**

Programming Staff attended CALCON and the Colorado Assistive Technology Expo.

**Regional History & Genealogy**

**Access**

Prepared and submitted application material to request \$2,000 from the Colorado Historical Records Advisory Board (CHRAB) and the National Historical Publications and Records Commission (NHPRC) for digitization of maps. If approved, staff will send approximately 430 maps under 36x48 inches and 20 oversize maps for scanning, which will be uploaded to PPLD Digital Collections after processing.

**Accountability**

Archivists updated RH&G's Researcher Registration Form to address Personally Identifiable Information (PII) use and access in RH&G archival collections.

**Communications**

A new Pikes Peak NewsFinder how-to guide is now available on PPLD Digital Collections and in the department.

**Community Connections**

A photography exhibit, *The Colorado Lens of Myron Wood and Randall Teeuwen*, began its District tour at Library 21c in September. The exhibit was accompanied by a presentation by Myron Wood's daughter India Wood highlighting her father's career and his archival collection at Pikes Peak Library District. The program was the first in an ongoing series called Peak Legacies that will feature prominent personages and topics highlighting RH&G collections.

RH&G Programming staff presented a modified Genealogy Resources class at the Gazette Senior Day Expo under the new title Preserving Your Story: Researching Your Family Tree with PPLD.

RH&G staff gave a tour for more than thirty students in the freshman orientation class "Keeping Colorado Springs Weird", the University of Colorado Colorado Springs (UCCS) History Department's version of the course. The tour reviewed regional history resources, explored how they could support student projects, and discussed other ways Regional History & Genealogy and District programming could meet course requirements.

## October 2025 Communications Board Report September stats

### Access

- **Web Team September Objectives:**

- **Website Survey**

A pop-up survey was recently launched on our website to collect feedback from patrons about their online experience. This input will help us identify key pain points and will directly inform our roadmap for future improvements. To date, we have received more than 500 responses. Additionally, we are planning to host a focus group with volunteer patrons to gain deeper insights and perspectives.

- **Catalog Integration with Website**

The Web Team is actively collaborating with the Collection Management team to support a smooth transition to the new ILS. We have completed the design and implementation of the new ILS header and footer, and we are currently auditing pppld.org to identify all content that references the old ILS so we can update those sections when the new ILS goes live.

- **LibGuide Consolidation**

The Web Team is partnering with Creative Services, Programming, and Adult Education to streamline and consolidate their LibGuides (or Subject Guides). We are working with each department to review existing guides to identify outdated or inactive content and evaluate opportunities to migrate relevant information into webpages on pppld.org.

### Accountability

- Beginning in September, a library card requirement was added to all room reservations in Library Market. A library card requirement can be added to event registrations as needed. This update will not only encourage library card signups but also provide more meaningful use and attendance statistics.

- **Website Statistics for September**

- Total pageviews: 289,677
  - New Users: 78,216
  - Most visited page: pppld.org/events
  - The Top 5 pages visited on pppld.org during August, besides the home page were:

1. Events
2. Search
3. Library Card
4. Library Locations
5. Print, Copy & Fax

- **ILS Promotional Campaign**

- The Communications department has been working closely with Collection Management to ensure that the public is informed about the new ILS, when the transition will take place, and what the new ILS offers them. We have developed a Get Ready! Get Set! Go! Campaign to get everyone excited. The Get Ready phase launched on September 19 with the graphics below. The Get Set phase will launch on October 27 and inform patrons about the new features and benefits of the ILS and alert them to migration periods and Library closure dates.



## Communications

### Media

- Number of stories: 89
- YTD stories: 1,013
- **September news highlights**
  - The Palmer Lake Library Concert Series appeared in four articles ([The Gazette](#), [KRDO](#) with web episode, and [The Gazette](#)), three KRDO radio segments, six KRDO TV news segments, and one repost by a news aggregator.
  - KOAA ran four TV news segments and [one online article](#) about math tutoring with mention of our online tutoring databases.
  - All Pikes Peak Reads appeared in three TV news segments (KKTv, Fox 21's Loving Living Local, and one online web episode article ([Fox 21's Loving Living Local](#))).
  - A Senior Librarian was on KVOR radio for a segment about our senior offerings (during a senior-oriented variety show).
  - The recent naturalization ceremony appeared in a [KOAA web episode](#).
  - September's [Library Limelight Column](#) published in *The Tribune* focused on getting your first library card and paying tribute to Library Card Sign-up Month.
  - [The Gazette](#) ran an article about LENA Start.
  - Regional History & Genealogy's Peak Legacies program appeared in one article ([KRDO](#) with web episode), three KRDO radio segments, and eight TV news segments (KRDO, KKTv).
  - The coming ILS upgrade was mentioned in one article ([Fox21](#)), four TV news segments (KKTv, Fox21), and was reposted by one news aggregator.
  - The Reading Flash Mob appeared in four TV news segments (Fox21's Loving Living Local, KOAA) and one online web episode article ([Fox 21's Loving Living Local](#)).
  - Other smaller but fun mentions
    - PPLD was mentioned [in an article about rediscovered pre-pretorial records and gold rush journals](#) because PPLD along with History Colorado now feature the record.
    - PPLD received photo credit in a [Gazette article](#) about legendary Captain Jack.
    - PPLD was mentioned in a [KRDO article](#) about the Cool Science Festival because some of the programs were run at PPLD as part of our Children's offerings.

- **Social Media**

**Facebook (Districtwide account):**

- Number of posts: 41
- Total page followers: 21,955 - **50 new followers**
- Contact interactions: 1,941 (engagement)
- Reach: 80,020 (number of accounts our content reached)
- Views: 296,648
- Link clicks: 1,055
- Reel and video minutes watched: 1,860 (this is significantly higher than average, and we achieved around the same number of minutes watched last month)
- **Evaluation:** Our view, reach, and engagement numbers have returned to our average numbers that we had prior to the successful reel about historic photos out of context.

**Facebook (PPLD Kids)**

- Total page followers: 6,021 – **3 new followers**
- Content interactions (engagement): 239
- Reach: 4,694 (number of accounts our content reached) (**17% higher than August**)
- Views: 7,247– **18% increase over August**
- Link clicks: 22
- **Evaluation:** This month we see a return to average numbers for this account's engagement and visits, which saw an increase during Summer Adventure. The increases in reach and views are likely due to a successful post that the page made in July, which appears to still be making the social media rounds.

**Instagram:**

- Content: 41 posts/videos/reels; 52 stories
- Total followers: 5,399 - **21 new followers**
- Interactions/Engagement: 1,155
- Reach: 17,327 (**91% increase over August**)
- Views: 87,552 (**66% increase over August**)
- Link clicks: 248 (**Triple our monthly average**)
- **Evaluation:** Our engagement has returned to around our average from prior months due to the successful reel about historic photos out of context. We did see an increase in views, accounts reached, and profile visits this month, and a huge jump in link clicks. Instagram does not report detailed link click or profile visit data so we are not sure if those increases are due to APPR, Library Card Sign-up Month, the web survey, the ILS migration, or other topics. The jump in views and reach numbers appear to be related to having multiple successful posts this month with higher-than-average views and reach, with one gaining over 7,000 views.

**X (formerly Twitter):**

- Number of posts: 46
- Total followers: 4,956 - **3 new followers**
- Engagement: 72
- Impressions: 2,251 (number of times our content was seen)
- Evaluation: No notable change from prior month.

#### LinkedIn:

- Number of posts: 7
- Total followers: 1,935 - 13 new followers
- Impressions: 2,866 (number of times our content was seen) (21% increase over August)
- Engagement: 218
- Accounts Reached: 1,271 (10% higher than last month)
- **Evaluation:** No significant changes impacted this platform's performance, with numbers close to average.

#### Newsletter:

- Number sent (subscribers): 159,205
- Successful delivery: 142,573
- Opened: 45,591 (31% open rate)
- Clicks: 1,802 (3.9% click rate)
- **Evaluation:** We continue to maintain around 30% open rate and a click rate that fluctuates between 3.5 and 7%. This may be due to the day of the week or time of sending, or it may be related to the content of each newsletter, with some newsletters holding more interest than others for our readers.

#### Nextdoor:

- Number of posts: 11
- Impressions: 32,145 (number of times our content was seen) (99% higher than August)
- Engagement: 147
- **Evaluation** – We had fewer posts last month and saw a resulting drop in impressions. This month's number of posts was also lower than usual, but a few posts that were seen by more people.

Threads: Threads is a platform that is similar to X. PPLD opted to start using PPLD's Threads account because of its growth, and because it is integrated with Instagram and Facebook so that we can post to Threads at the same time as Facebook and Instagram with a single click.

- Number of posts: 36
- Total followers: 978 - 26 new followers
- Views: 1,649 (80% increase over last month)
- Interactions/(engagement): 104
- **Evaluation:** This month, I began experimenting with posting strategies across Threads, Bluesky, and X. I noticed that other accounts, including other libraries, were posting more text-only posts, many of which were entirely silly statements. I started doing this as well to see how it impacted our numbers, and we saw an 80% increase in views this month plus 26 new followers when our average new monthly followers' number is usually in the teens. I will continue this strategy to see if it continues to push our growth on this platform.

Bluesky: Bluesky is a platform that is similar to X (formerly Twitter). PPLD opted to start using PPLD's Bluesky account because this app has seen considerable growth in users, reaching more than 25 million active users, the majority of which are 18 to 24 years old, a key demographic for libraries to reach.

- Number of posts: 37
- Total followers: 142 - 18 new followers
- Interactions (engagement): 421
- **Evaluation:** Engagement saw growth this month due to one successful meme post and a series of silly text-only posts I was experimenting with on this and two other platforms. I will continue to experiment with the strategy on this platform as we continue to grow our followers.



TikTok: PPLD joined TikTok in May this year and started recording stats in June.

- Number of posts: 6
- Total followers: 60 – **33 new followers**
- Interactions: 717 (engagement)
- Video views: 7,433 (**131% increase over last month**)
- Reach: 6,933 (number of accounts that our content appeared in front of) (**149% increase over August**)
- Evaluation: PPLD is currently too new to this platform to observe significant changes, but it does appear that our presence is growing. Our videos have gone from fewer than 200 views and reach in May (when we joined) to more than 2,000.

YouTube:

- Total Subscribers: 9,055- **31 new subscribers**
- Total Views for September: 32,982
- Total Lifetime Views: 6,805,992

## Community Connections

- **Outreach**

- **Number of August Non-school Outreaches: 10**
  - Total Attendance: 9,740
  - Impressions: 2,503
  - Library cards issued: 89
- **Outreach highlights:**
  - September outreaches included two events reaching military families: the Department of Veteran Affairs Drive-Thru Baby Shower (Sept. 12) that shared PPLD resources with new parent, and Mt. Carmel Veteran's Center Patriot Giveback Day (Sept. 12) that connected 400 families with PPLD library and back-to-school resources.
  - Staff issued 24 library cards at the Popsicle Promenade event in downtown Colorado Springs (Sept. 6).
  - Staff helped celebrate Latino culture, highlighted PPLD activities, and issued library cards at Fiestas Patrias (Sept. 14).
  - Fountain Library staff connected with residents at Community Night in the Park in Fountain (Sept.16).
  - Staff attending the Gazette Senior Resource Fair highlighted senior resources and RH&G presented a class on genealogy resources at PPLD (Sept. 20).
  - PPLD actively engaged with attendees at the Cool Science Festival at UCCS with the Programming department hosting a booth and an interactive activity that highlighted PPLD offering to Festival attendees, while MLS and Communications hosted a Flash Mob family reading event to build excitement for All Pikes Peak Reads (Sept. 27).



## **Culture Pass**

- 84 passes were issued to patrons in September. 2026 season.
- **Partnerships:**
  - PPLD is partnering with **UCCS Heller Center** to provide venue and hotel accommodation for All Pikes Peak Reads (APPR) author and cartoonist Jonathan Case. As a culmination of APPR, Case will share his book, *Little Monarchs*, with PPLD patrons at a special author event on Nov. 14.
  - **James Irwin Charter High School** is finalizing an agreement with PPLD to expand student access to library resources by providing students with a PPLD library card. Students in 9th -12th grade will be given the opportunity to update their current PPLD library card information or receive a new library card.
  - Staff and patrons enjoyed PPLD Night with the Switchbacks on Sept. 6! Limited tickets were available to purchase at a discount for PPLD Night, and PPLD's Back-to-School campaign was highlighted to fans with a special digital takeover that debuted on the jumbotron and lighted display running along the field boards.
- **Service**
  - **Tax preparation services**

PPLD is once again partnering with **AARP Foundation Tax-Aide** to provide tax preparation services at Sand Creek and Fountain libraries, as well as Library 21c to help the public submit tax returns for the 2026 tax season. **Volunteer Income Tax Assistance (VITA)** will host four tax preparation days at High Prairie Library to serve patrons in Eastern El Paso County.

## **Facilities and Security**

### **September 2025 - Monthly Report**

#### **Access**

Charger Station Patron Access Totals: East Library 166, Fountain Library 102, Penrose Library 366, High Prairie Library 22, Library 21c 78, and Ruth Holley Library, is inoperable

#### **Communications**

As part of our continued efforts to streamline internal processes, enhance accountability, and ensure timely resolution of all security-related requests, Security Leadership collaborated with the Information Technology (IT) Department to implement a dedicated Security section within the Information Technology Ticketing System. This addition allows for more effective tracking, documentation, and follow-up on security issues across the District.

Routine maintenance visits are completed weekly to all locations to allow Facilities personnel to complete work orders, inspect locations for safety issues, address minor projects, restock building supplies and meet with managers/supervisors regarding any facilities concerns. Demand work orders are submitted by library staff. Preventive Maintenance work orders are regularly scheduled tasks usually for equipment. Emergency On-call orders are after-hours emergencies.

<b>September</b>	<b>Completed</b>	<b>Hours</b>
Demand Work Orders	255	293.38
Preventative Maintenance Work Orders	209	251.75
Emergency On-Call	.25	1.75
Total Work Orders	464.25	546.88

#### **Physical and Virtual Spaces**

Library 21c, Facilities applied Silicone Seal to repair leaks and keep Skylight watertight.

Library 21c, Facilities contractor replaced damaged underground water main.

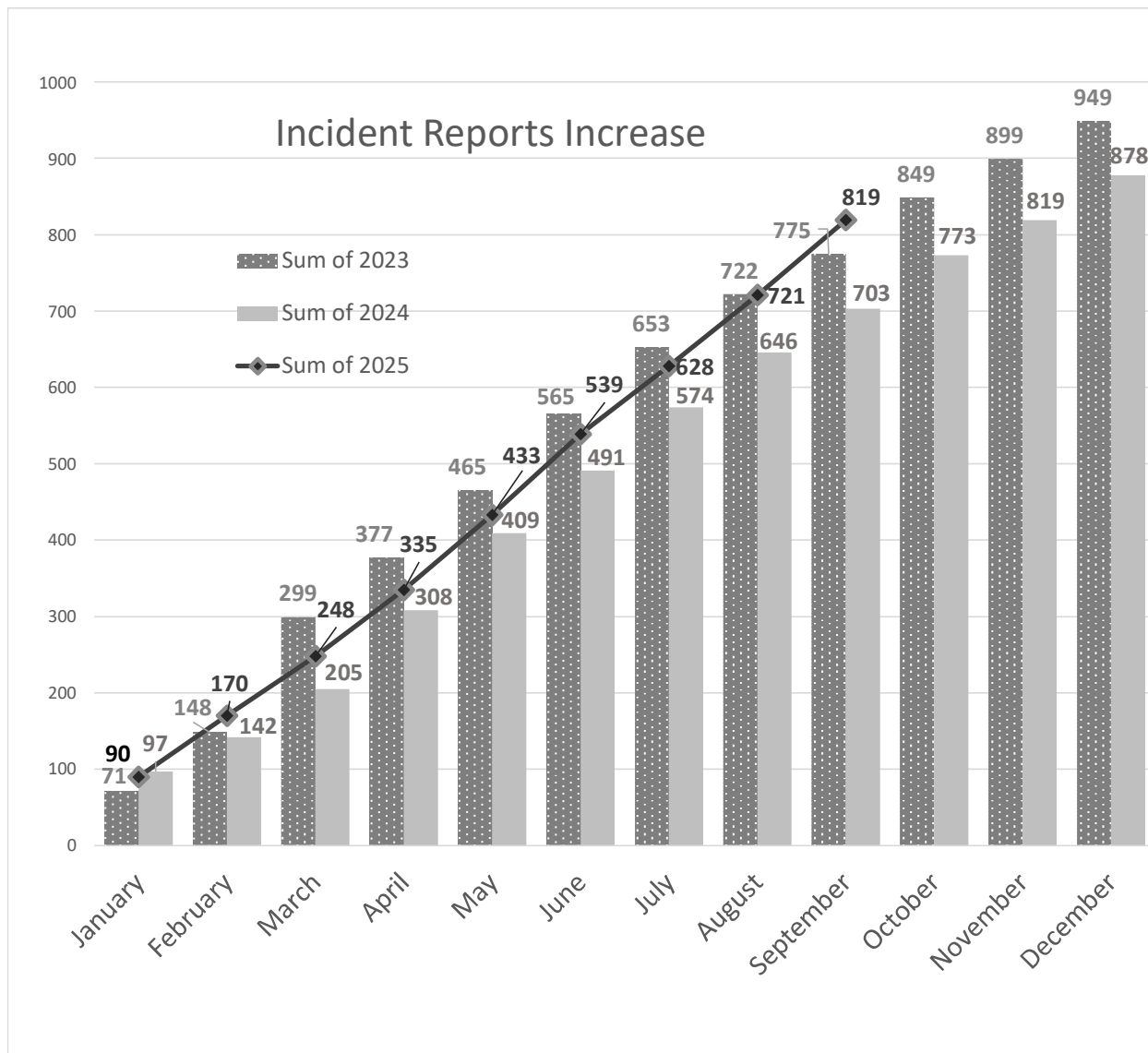
With the support of the Gerald Erickson Trust, who cared deeply about the challenges facing people experiencing blindness and visual impairment, Security has completed the installation of an Americans with Disabilities Act (ADA) Infrared assistive guide listening device system. This system provides clear audio signals during a main event or emergency. The device also includes flashing strobes for all hearing abilities at Penrose Library.

Facilities reconstructed the Palmer Lake Library public restroom in accordance with the standards outlined in the Americans with Disabilities Act. (ADA).

Facilities contractor performed tear out, excavation, grading and installation of a permanent dry creek bed on the High Prairie Library property to maintain and measure Stormwater Control and meet El Paso County compliance.

#### **Staff**

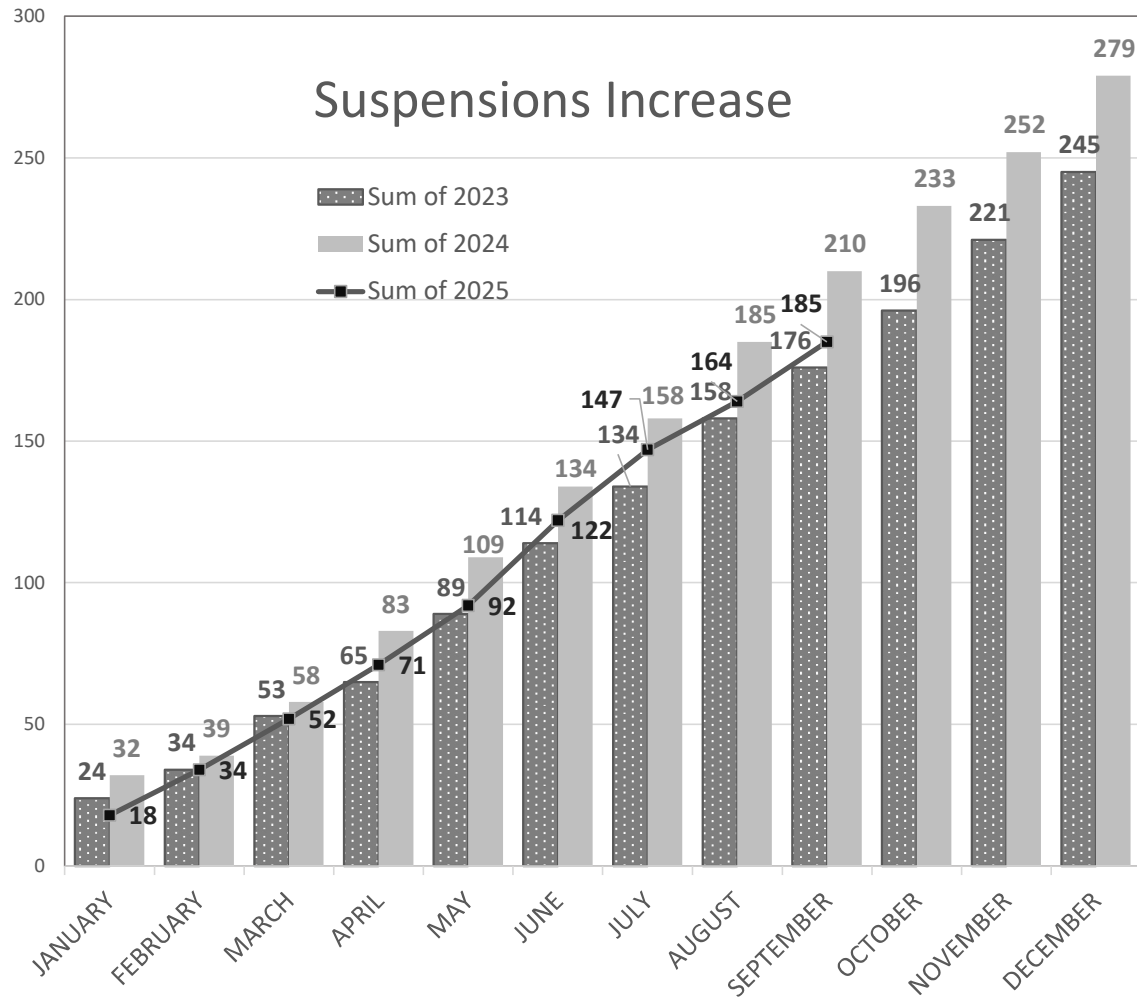
Security Team welcomed new staff members Brandon Cullen, Penrose Senior Security Officer and Terrance Tapia-Starr, Library 21c Security Officer, strengthening leadership capacity within the department. These additions support the District's strategic plan by enhancing operational effectiveness, ensuring consistent oversight, and building leadership depth to meet current and future organizational needs.



**Reports Monthly Comparison**

Library	July	August	September
Calhan	0	1	0
Cheyenne Mountain	6	7	3
East Library	5	8	10
Fountain	1	2	2
High Prairie	1	0	2
Library 21c	12	13	22
Manitou Springs	0	3	3
Mobile Libraries	0	0	0
Monument	0	0	2
Old Colorado City	6	6	8
Palmer Lake	0	0	0
Penrose Library	55	45	36
Ruth Holley	0	2	2
Sand Creek	3	4	8
The Hall	0	1	0
Ute Pass	0	1	0
<b>Grand Total</b>	<b>89</b>	<b>93</b>	<b>98</b>

## Suspensions Increase



## Suspensions Monthly Comparison

	July	August	September
Calhan	0	0	0
Cheyenne Mountain	0	1	0
East Library	0	0	0
Fountain	0	0	0
High Prairie	0	0	1
Library 21c	2	3	4
Manitou Springs	0	0	0
Mobile Libraries	0	0	0
Monument	0	0	0
Old Colorado City	1	0	2
Palmer Lake	0	0	0
Penrose Library	21	13	13
Ruth Holley	0	0	0
Sand Creek	1	0	1
The Hall	0	0	0
Ute Pass	0	0	0
<b>Grand Total</b>	<b>25</b>	<b>17</b>	<b>21</b>

## Human Resources Report October 2025 (September Data)

### Community Connections

On September 26, 2025, Library 21 hosted a Volunteer Appreciation Breakfast to celebrate the incredible contributions of its dedicated volunteers. Staff brought in a variety of homemade and store-bought dishes to share, creating a warm and welcoming atmosphere. The event offered a great opportunity for staff and volunteers to connect and learn more about the many roles volunteers fill. Attendees represented a wide range of library services, including Paws to Read, Math Tutoring, Repair Café, and Materials Handling. The photo shows staff and volunteers who attended the breakfast.



### Staff

Interviews for the Employee Relations Manager position were held and a candidate was selected. Anticipated start date is Monday, October 20, 2025.

Six people managers attended Manager Training Camp to provide them with a basic overview of management expectations at PPLD. This training is required for all people managers to help build skills and retain skilled managers.

Sarah Marshall, Training Supervisor, supported staff trainers in implementing training for new Leap ILS as well as training for patrons for the catalog.

Soumya Gollapalli, Compensation & Talent Management Supervisor completed the recertification for Non-Violent Crisis Prevention Intervention (CPI) course.

Karen Goates, Volunteer Program Supervisor, attended the Colorado Conference on Volunteerism in Denver - a one-day event bringing together volunteer engagement professionals from across the state. The conference featured sessions on current trends in volunteerism, including change management, fostering a positive volunteer culture, and training staff to support volunteer programs.

Cristina Jaramillo, Director of Benefits, Compensation, HRIS and Compliance along with Kim Hoggatt, CFO, and Timothy Allen, Chief of HR finalized benefits selections for 2026.

Statistics:

Volunteer

September 2025	Total # of Volunteers	Total # of Hours
Adult Volunteers	116	965
Teen Volunteers	29	122

Recruitment

Recruitment / Selection Activity	September 2025
Jobs Posted	15
Newly Hired Employees	5
Promoted Employees	0
Transferred Employees	0
Separated Employees	4

Staffing

Staffing Stats	September 2025
Total Permanent Employees	401
Total Active Positions	447

## **Information Technology September 2025 Monthly Report**

### **Accountability**

The infrastructure group replaced the power strips at Data 102, this was done after hours as all servers needed to be offline for this project. New RFID server setup for the new ILS incoming.

### **Communications**

Infrastructure team completed the facilities ticketing software from HIPPO to SolarWinds. This allows all ticketing for PPLD on Security, IT and Facilities to utilize the same system. New cell booster was installed in the basement of EA which now allows for unfettered cell service in that area.

### **Community Connections**

CITO continues to attend the MS-ISAC cyber security monthly meeting. CITO visited UCCS to take part in a VIP tour of the Pikes Peak Children's Water Festival. This festival teaches over a thousand young middle school children on local wildlife and water sciences.

### **Physical and Virtual Spaces**

Network team completed all primary (fiber) and secondary (Coax) lines at all locations for the Palo Alto migration project.

### **Staff**

End User Services deployed several new computers across the district.



## **Strategy & Innovation September 2025 Monthly Report**

### **Access**

The creative technology specialist was able to purchase Cricut EasyPress irons for the East Library and Sand Creek Library makerspaces to match the one at Library 21c with grant funding. These items were added to the reservation system for the public to use on their heat transfer vinyl projects.

### **Accountability**

The creative technology specialist identified weaknesses in the makerspace maintenance schedules based on incoming tickets for recurring problems for some equipment. Using that data, she updated the maintenance schedules to clean specific parts more often to ensure continued function and communicated the change with location staff.

One of the data analysts worked with Programming staff to expand their School Visits Smartsheet workspace, including adding new report filters, calculated columns, and a grade level dropdown to support future analysis.

### **Community Connections**

The director hosted the first ever in-person Library Makers Leadership Team meeting at Library 21c. This meeting brought together people from all over the country to discuss the future for this national organization that supports library maker staff.

The director and studio services coordinator provided a virtual tour of the Kitchen, Make and Make II at Library 21c, and Studio21c for the American Library Association's Core Maker Tech Interest Group. They were able to showcase the spaces and answer procedural questions for attendees.

### **Staff**

The current Makerspace Training Program cohort continued with new staff learning the Silhouettes, embroidery machines, advanced laser cutter techniques, and the industrial sewing machines.

The creative technology specialist offered a professional development training for makerspace and studio staff on more sophisticated options for the Silhouettes and their software. The training helped raise awareness of possibilities using makerspace equipment that staff may not have known about otherwise.

Data Foundations training was offered for Cheyenne Mountain Library and Regional History & Genealogy staff. Data Storytelling training was offered for managers.

The data analysts attended a Colorado State Library training on "Leveraging Annual Data with the LRS Report Template," a new tool that auto-populates comparison slide decks using Public Library Annual Report data.

# Programs At A Glance

This analysis covers the Pikes Peak Library District programs patrons were most interested in attending. The programs took place between January 2024 - July 2025.

## Total Program Attendance

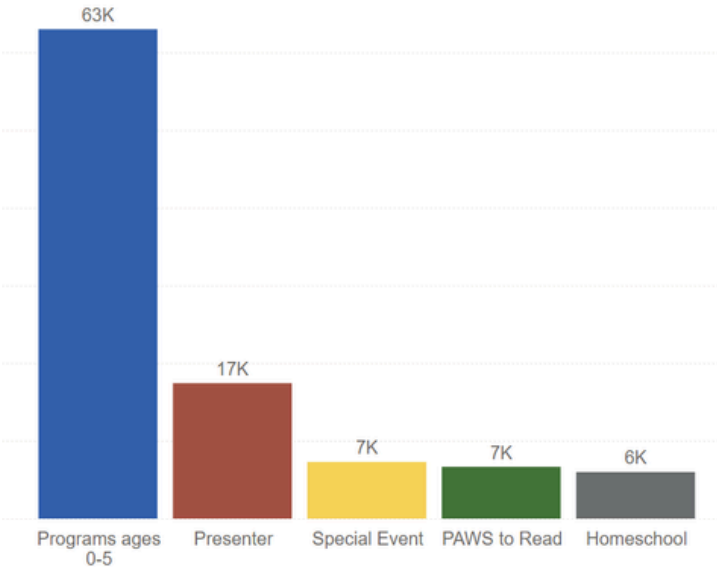
Programs for children age 0 - 5 were the most popular in total attendance at all locations.



Together, Library 21c and East Library saw 50 percent of the District's total program attendance.

## Top Program Types

This chart shows the total District program attendance for the top five program types by total attendance.

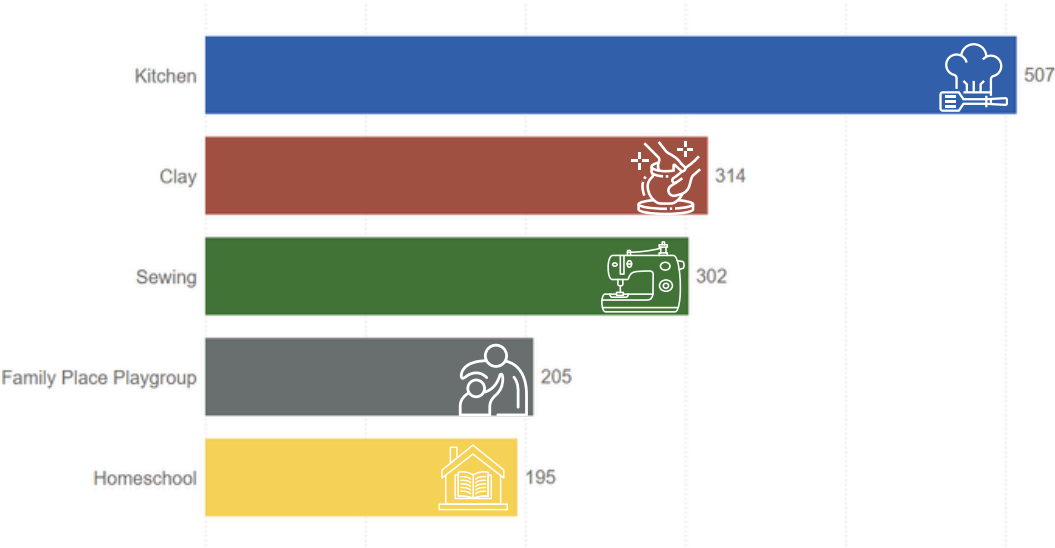


## Program Demand

Some programs have limited capacity and require registration. Data from wait lists was gathered for these programs to determine interest and unmet demand.

## Top Wait Lists by Program Type

This chart shows the total number of patrons on the wait list for all the programs in each category.

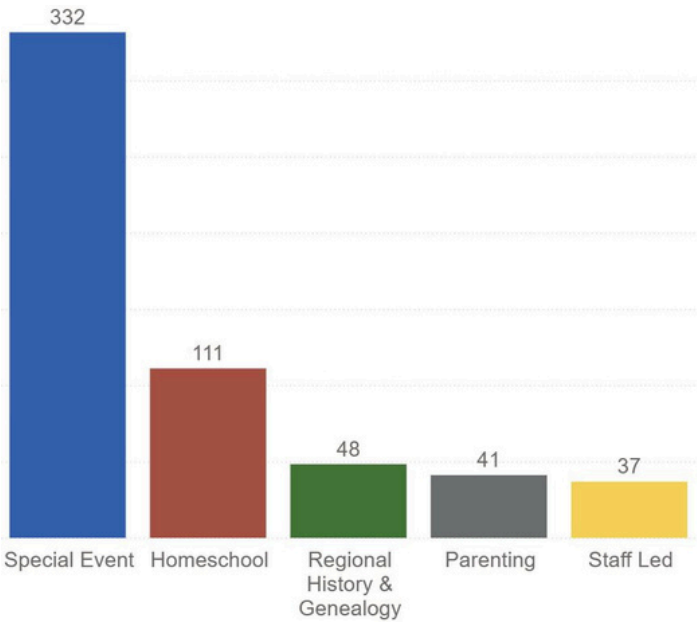


## Programs by Average Attendance

Some program types are offered more frequently than others. Data on average attendance was also analyzed to find out more about patrons' interests.

### Top Program Types by Average Attendance

This chart shows the average attendance by program type.



### Top Program Type by Library by Average Attendance

This section shows what program type is most popular by average attendance for each location.

#### Special Event



- East Library
- High Prairie Library
- Library 21c
- Monument Library
- Penrose Library
- Manitou Springs Library
- Mobile Library Services
- Old Colorado City Library

#### Presenter



- Palmer Lake Library
- Ruth Holley Library
- Cheyenne Mountain Library

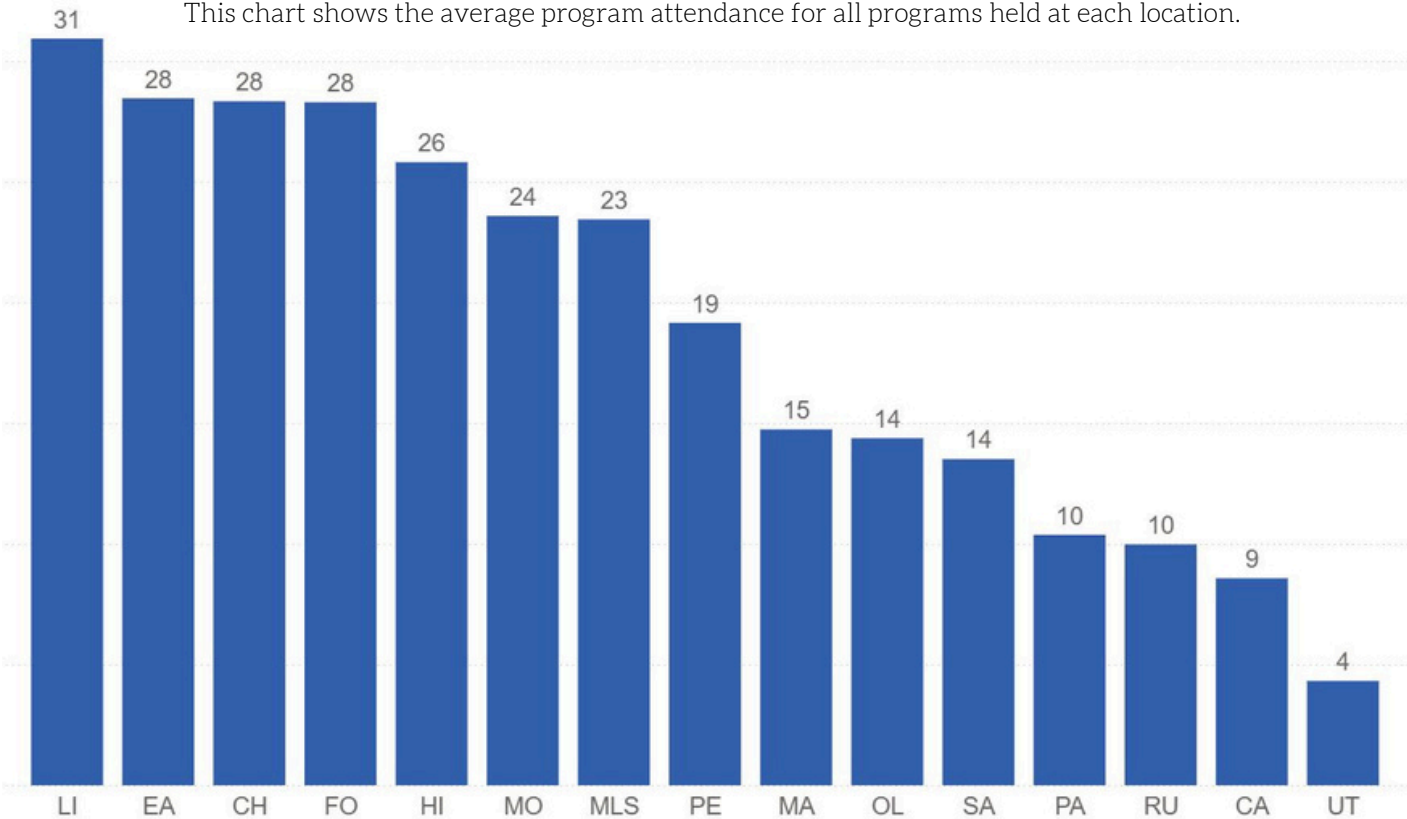
#### Staff Led



- Calhan Library
- Fountain Library
- Sand Creek Library
- Ute Pass Library

### Average Program Attendance by Library

This chart shows the average program attendance for all programs held at each location.



[Virtual Meeting \(Zoom\)](#)

Call in: 1-253-215-8782 or 1-312-626-6799 or 1-669-900-6833 or 1-346-248-7799  
Meeting ID: 858 9408 7095  
Passcode: 285387

*Anyone interested in making a public comment at this meeting must sign up before 5 p.m.*

*Please log in early. The virtual meeting will open by 4:45 p.m.*

*The Board President will invite agenda-related public comment(s) before Business Items are discussed.*

*One hour of public comment for items not on today's agenda will occur before the end of the meeting.*

*One public comment per person.*

President Julie Smyth, Vice President Aaron Salt, Secretary/Treasurer Scott Taylor, Erin Bents, Angela Dougan, Dora Gonzales  
Absent: Debbie English

Chief Executive Officer (CEO) Teona Shainidze-Krebs, Chief Communications & Marketing Officer Denise Abbott, Chief Human Resources & Organizational Development Officer Timothy Allen, Director of Programming Melody Alvarez, Technical Support Analyst Marcia Bethea, Chief Facilities & Security Officer (CFSO) Michael Brantner, Friends of PPLD Volunteer & Sales Operations Coordinator Beth Crumrine, Executive Assistant Laura Foster, PPLD Foundation President Nadine Hensler, Chief Financial Officer (CFO) Kim Hoggatt, Assistant Director of Branches Gigi Holman, Friends of the Pikes Peak Library District Board of Directors President Rita Jordan, Director of Branches Janina Karoub, Chief Operating Officer (COO) Heather Laslie, PPLD Foundation Treasurer Neil Marks, Deputy CEO Tammy Sayles, Ruth Holley and Sand Creek Libraries Manager Sara Sharples, Interim Chief Information Technology Officer Dan Stone, Public Services Administrative Specialist Nicole Taylor, Internal Communications and Special Projects Manager Jeremiah Walter, City Councilmember Nancy Henjum

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

**CALL TO ORDER**

President Julie Smyth called the September 17, 2025 regular meeting of the Pikes Peak Library District Board of Trustees to order at 5:00 p.m.

President Julie Smyth called for the Board to ratify the September 17, 2025 meeting be held virtually. Four yes votes ratified the decision.

**PLEDGE OF ALLEGIANCE**

President Julie Smyth called for a moment of silence in recognition of recent violent events and everyone who was impacted.

**ITEMS TOO LATE FOR THE AGENDA**

None

**CORRESPONDENCE AND PRESENTATIONS**

**2026 Benefit Program Presentation**

Chief Human Resources and Organizational Development Officer Timothy Allen stated that PPLD has offered Cigna for 10 years, however due to a 17.99% increase quoted for 2026, PPLD sought other healthcare options.

After a review of Aetna, United Healthcare and Anthem options, Anthem was the most competitive and has been chosen as the new healthcare provider for PPLD for 2026. Reasons for this choice include:

- A 3-year rate lock on Administrative fees
- Includes 100% pharmacy rebates that are not offered by Cigna
- 98% of doctors who accept Cigna also accept Anthem
- No increase in premiums to employees for switching to an equivalent Anthem plan

Dental coverage is expected to switch to United Concordia. This includes a slight premium increase but offers more robust benefits.

Vision coverage with VSP will remain and includes increased allowances for glasses and contacts.

New Your Life Insurance remains the same due to a rate guarantee.

These benefits will remain as PPLD self-insurance.

## **REPORTS**

### **Internal Affairs Committee**

Committee Chairperson Erin Bents stated the committee met on September 2 and discussed the Penrose Library Improvements and partnering with the Colorado Energy office, both on tonight's agenda.

### **Public Affairs Committee**

Committee member Aaron Salt stated that the committee met on September 2 for a presentation from Wayne Williams on polling that was conducted regarding potential ballot issues.

### **Governance Committee**

Board President Julie Smyth stated that the committee met on September 2 to discuss questions raised during the review of the Bylaws. A Discussion and Decision on the Bylaws is on tonight's agenda.

### **Trustee comments**

Vice President Aaron Salt shared that he, COO Heather Laslie and CFSO Michael Brantner met with Ismet Sahin to visit the property Mr. Sahin mentioned at the August Board meeting. Unable to donate the property as previously stated, Mr. Sahin sent information to COO Heather Laslie about purchasing the space for approximately \$2.6 million. Space would need to be gutted and rebuilt so the written offer is not what PPLD is looking for. Considering other options in the area.

President Julie Smyth thanked the members of the PPLD Foundation Board for attending tonight's meeting. The purchase of the Ruth Holley Library property could not have happened without the support of the Foundation.

### **Friends of the Pikes Peak Library District Report**

The Friends of the Pikes Peak Library District Report was included in the Board packet. Friends of the Pikes Peak Library District Board of Directors President Rita Jordan announced the Fall Big Book sale will be held October 9 – 12, 2025. President Julie Smyth thanked the Friends for their support throughout the District.

### **Pikes Peak Library District Foundation Report**

The Pikes Peak Library District Foundation Report was included in the Board packet. COO Heather Laslie announced a donor appreciation event to be held at the Manitou Springs Library on October 12 from 1:30 – 3:30 p.m. Foundation Board President Nadine Hensler shared her appreciation for the Foundation being mentioned in the Decisions regarding the purchase of Ruth Holley Library and looks forward to the Foundation donating more in the future. Planning for The Night at the Library Gala, scheduled for April 18, is underway, which will launch National Library Week. The Foundation is honored to support PPLD, and appreciation was shared for Trustees that have served on the Foundation Board.

### **Financial Report August 2025**

The August 2025 Financial Report was included in the Board packet. 97% of the budgeted property taxes have been collected for 2025, and the \$1.2 million donation from the Foundation, including the Price family gift, has been received. At the end of August, the three highest expenditures paid out are at the following percentage of the total budgeted for the year:

- 62% for Employee benefits and salaries
- 55% for Building and vehicle maintenance
- 66% for Collection Management materials (including the new Integrated Library System [ILS])

Capital expenditure stands at \$1.6 million of \$7 million budgeted. The East Library Automated Material Handler (AMH) expense is encumbered, and the water main reroute at Library 21c is completed.

CFO Kim Hoggatt clarified that the annual budget column reflects what was approved in the budget and the actual revenue column is YTD.

### **Public Services Report**

The Public Services Report was included in the Board packet. Deputy CEO Tammy Sayles shared that the announcement of the new Integrated Library System (ILS) will be released to the public tomorrow. The ILS is central to the operations of the library, housing all aspects of what PPLD does to serve the public. There will be a 10-day purchase hiatus at which time materials will not be available to put on hold. Checking out physical and e-materials will continue during the hiatus. PPLD last purchased an ILS in 2001. Each item in the collection will have a tab for the different formats that PPLD provides.

The Summer Adventure Report was included in the Board packet. Deputy CEO Tammy Sayles thanked Programming Director Melody Alvarez and her team for a record-breaking program and for providing the report.

## **Support Services Reports: Communications; Facilities & Security; Human Resources; Information Technology, Strategy & Innovation**

There were no questions.

## **CEO Report**

CEO Teona Shainidze-Krebs stated the 2026 budget is underway, with \$2.5 million of requested expenses needing to be cut in order for the budget to be balanced. Ms. Shainidze-Krebs thanked all PPLD staff who have participated in the process, especially for making the tough decisions of what needs to be removed for 2026. A 4% cost-of-living increase is included in the proposed budget.

### **A Look at Circulation**

This report, provided by the Strategy & Innovation (S&I) team, was included in the packet. This report covers statistics from January 2024 – June 2025 and assesses circulation by physical materials vs. OverDrive materials, the Top 5 collections and the most popular collection by Branch.

## **BUSINESS ITEMS**

### **Consent Items**

Minutes of August 20, 2025 Board of Trustees meeting

Minutes of September 11, 2025 Board of Trustees Special Meeting

Consent was granted on both of the above meeting minutes.

### **New Business**

#### **DECISION 25-9-2:** Penrose Exterior Safety Improvements

Chief Facilities & Security Officer (CFSO) Michael Brantner shared details of the approved vendor Law Fencing, the only completed bid for this RFP. Landscaping is included in the project but will likely not occur during the 30–60-day timeframe due to potential weather challenges.

**Motion:** Aaron Salt made a motion that the Pikes Peak Library District Board of Trustees approve the Penrose Exterior Safety Improvements as presented.

**Second:** Erin Bents seconded the motion.

**Discussion:** The start of the project is dependent on receipt of materials; either late September or October. PPLD will send notifications to the public and install signs for patron safety. W. Pikes Peak Avenue will also be impacted by the construction.

**Vote:** The motion was approved unanimously.

#### **DECISION 25-9-3:** Proposal to Partner with Colorado Energy Office

A proposed MOU between the Colorado Energy Office and PPLD was included in the packet. CFSO Michael Brantner explained that participating in C-PACE will allow PPLD to streamline energy efficiency and reduce PPLD's carbon footprint. This program provides long-term financing for energy improvements, up to 20 years to pay back a fixed payment. An assessment to identify savings is the basis of the loan amount provided. PPLD would set up the budget to encumber savings for repayment of the loan.

A vote to approve this proposal will allow for PPLD to proceed with assessment of our buildings. An RFP would be released, or a vendor can be chosen by sole-source selection (Colorado has already released an RFP for assessment).

A post-installation report and three years of monitoring and verifying the savings are part of the process, to assess if we are realizing the savings expected.

Colorado has mandated a reduction of energy usage by 2030; PPLD files a yearly report but is obligated to meet the mandated reduction by 2030.

This program was used when Paula Miller was PPLD Director, for lighting over \$900,000. The term of the loan was to be paid in 3 years, however PPLD paid the loan in full in 2 years.

The Colorado Energy Office will assist by identifying state grants for PPLD. Receiving a grant would reduce our overall payment by that amount. Grants tend to be for installation.

There is no required investment upfront. 100% of expenses, including the assessment, can be included in the financing. If they assess and we decide not to pursue, PPLD will need to reimburse the assessment costs.

Signing the MOU is not a financial commitment; the Board would need to vote on the RFP release or the contract with the chosen vendor for the audit.

**Motion:** Aaron Salt made a motion that the Pikes Peak Library District Board of Trustees approve the Proposal to Partner with the Colorado energy Office as presented.

**Second:** Dora Gonzales seconded the motion.

**Discussion:** It was acknowledged that this will not be a new line item in the PPLD budget. Any contract for expenses will be brought to the Board of Trustees for a vote.

**Vote:** The motion was approved unanimously.

**DISCUSSION:** Board Bylaw changes per legal counsel

The PPLD Attorney recommended language to include in Article II, Section 1 (page 77 of the packet):

*Joint Appointment Committee shall facilitate the process of advertising any vacancy and soliciting applications, shall select top candidates for the interview process, and bring the recommended candidate to the 'Appointing Authority' for confirmation.*

and recommended language for Article II, Section 2 (page 78 of the packet):

*If the Appointing Authority has not filled an available Board position at the expiration of the current Trustee's term, the Trustee may remain on the Board until such time as a successor to the expired position is appointed.*

Discussion resulted in the acceptance of the recommended language above.

Discussion resulted in the acceptance of Article IV, Section 11a as participating in 'a meeting remotely a maximum of one-third (1/3) of the meetings in any given calendar year...' as written instead of changing the percentage to one-fourth (1/4) of the meetings.

**DECISION 25-9-4:** Bylaws

**Motion:** Aaron Salt made a motion that the Pikes Peak Library District Board of Trustees approve the Board of Trustees Bylaws as amended.

**Second:** Angela Dougan seconded the motion.

**Discussion:** No further discussion.

**Vote:** The motion passed with four yes votes and one no vote.

**PUBLIC COMMENT NOT RELATED TO TODAY'S AGENDA**

Veronica Baker is disappointed that today's meeting is virtual. Although the space offered by the landlord of the previous Rockrimmon Library location is no longer a donation, the cost is close enough to the cost of purchasing Ruth Holle; why hasn't PPLD accepted the offer? There is little visible progress to restoring a library to the Rockrimmon area. The public is concerned about the future of Cheyenne Mountain Library.

Eric Lundberg is excited about the new Integrated Library System (ILS) and appreciated the presentation. It is good to hear discussions about a location in the northwest area of Colorado Springs, and he believes the closing of Rockrimmon has had an impact on the overall circulation and patron usage across the district. He would like to see more recognition of the impact of not renewing the RO lease on the district as a whole.

Jade Stone shared the significant impact of the library. Whatever the need - books, people, staff, access to free media, a welcoming space, the library has always provided. Library resources are invaluable, and a library along the Powers corridor is needed. Thank you for the work you do to make our community stronger.

Hays Hedrick shared that the library has always been a safe place. PPLD is one of the best library districts and has been very helpful when working with folks with disabilities. Thanks for the wonderful work.

Karla Powers announced the Reading at the Rock Interim Library had a successful summer program. She appreciates updates on the northwest part of Colorado Springs but wonders why the Board is not yet discussing Cheyenne Mountain Library. Where will the September 26 Board retreat be held and at what time? In regard to Wayne Williams' presentation at the Internal Affairs Committee meeting, she believes 70% would vote for de-Taboring and now is the time to do something. The northwest area of Colorado Springs is watching.

**ADJOURNMENT**

There being no further business to conduct, President Julie Smyth adjourned the September 17, 2025 regular meeting of the Pikes Peak Library District Board of Trustees at 7:53 p.m.

The full packet of materials for this meeting of the Pikes Peak Library District Board of Trustees is available at <https://ppld.org/board-trustees>

**PUBLIC ATTENDANCE IS VIRTUAL**

**DUE TO LIMITED CAPACITY AT THE OFFSITE RETREAT LOCATION, THE LIBRARY DISTRICT IS PROVIDING A LIVESTREAM LINK FOR THE PUBLIC TO ATTEND THE BOARD RETREAT VIRTUALLY.**

**RETREAT AGENDA AND MINUTES**

TIME	TOPIC	PRESENTER	ATTENDEES
8:45 – 9:00 a.m.	<b>Arrival</b>		Boards – PPLD, Foundation, Friends, and Leadership Team
9:00 – 10:30 a.m.	<b>2026 Budget projection &amp; trends 2024 Fund balance Questions/Discussion</b>	PPLD Administration	Boards – PPLD, Foundation, Friends, and Leadership Team
10:30 – 10:45 a.m.	<b>Break</b>		Boards – PPLD, Foundation, Friends, and Leadership Team
10:45 – 12:00 p.m.	<b>Facilities Master Plan (FMP) status &amp; projections*</b>	PPLD Administration	Boards – PPLD, Foundation, Friends, and Leadership Team
12:00 – 12:30 p.m.	<b>Lunch – Colonel Mustard's Sandwich Emporium</b>		Boards – PPLD, Foundation, Friends, and Leadership Team
12:30 – 1:30 p.m.	<b>El Paso County demographics and data</b>	PPLD Administration	PPLD Board and Leadership Team
1:30 – 2:00 p.m.	<b>Questions about demographics</b>		PPLD Board and Leadership Team
2:00 – 3:00 p.m.	<b>Discussion of demographics and Facilities Master Plan projections</b>		PPLD Board and Leadership Team
3:00 – 3:30 p.m.	<b>Closing</b>		PPLD Board and Leadership Team

**\*Purchase or negotiation of specific properties will not be part of this discussion.**

**Please feel free to take a break whenever needed during the day.**



President Julie Smyth, Vice President Aaron Salt, Secretary/Treasurer Scott Taylor, Erin Bents  
Absent: Angela Dougan, Debbie English, Kenny Kuniyuki

Chief Executive Officer (CEO) Teona Shainidze-Krebs, Chief Communications Officer Denise Abbott, Chief Human Resources & Organizational Development Officer Timothy Allen, Chief Facilities & Security Officer Michael Brantner, Director of Strategy and Innovation Becca Cruz, Executive Assistant Laura Foster, Chief Financial Officer Kim Hoggatt, Chief Operating Officer Heather Laslie, Data Analyst Becca Philipsen, Deputy Chief Executive Officer Tammy Sayles, Interim Chief Information Technology Officer Dan Stone, Senior Director of Development and Foundation Executive Director Courtney VanCleave, Internal Communications and Special Projects Manager Jeremiah Walter, Foundation Board member Patti Akkola, Friends Board member Vickie Heffner, Foundation President Nadine Hensler, Foundation Board member Cody Humphrey, Friends Board member Diane Klare, Interim Foundation Vice President and Secretary Kathleen Owings

CEO Teona Shainidze-Krebs presented How PPLD Stacks Up, a comparison of PPLD and nine large Colorado Library Districts.

### **2026 Budget projection & trends, 2024 Fund balance, Questions/Discussion**

Property tax revenue makes up 95% of the PPLD budget revenue

The general fund includes salary & benefits, collection mgmt., building & fleet maintenance

- Staff salary and benefits = approximately 60% of total budget
- Collection Management = approximately 11% of the total budget and appears to be on target for 2025
- Bldg. & vehicle maintenance = up to \$7 million

Current staff totals 404; there are 430 total approved positions in the District.

### **Facilities Master Plan (FMP) status & projections\***

Expanded Patron Access plan

Hybrid model

- Patrons over 18 are eligible
- Propose 6am – 10pm except holidays.
- Virtual librarian available during proposed hybrid hours; security will be the point of contact during closed hours.
- Staffed hours (20 hours a week) at a minimum are required for hybrid locations.

Book lockers

- 24/7/365 access for pick-ups; material return boxes are included.
- Monitored by PPLD IT.
- Lead time for book lockers
  - 8-10 weeks for vendor build; approximately 2 weeks for PPLD to build the racks.
  - Only one vendor available with a lead time of 20 weeks right now.
  - Lockers run on 110 electricity
- Staff will service once a day to refill/pick-up.
- Initial launch may not require additional staff hours for the internal courier; this will be assessed as the service expands.
- The ILS rollout will be completed before launching lockers. Building the ILS includes these considerations.
- Jefferson CO has only had issues with needing to shade the screen for their book lockers.

Quarter 1 of 2026

- Pilot at Palmer Lake Library (24 hours/week) and Ute Pass Library (28 hours/week) will increase accessible hours to 112 hours/week at each library.
- Town halls will be held in Palmer Lake and Ute Pass area.

Proposed additional 2026 modifications

- Calhan Library hybrid – 32 hours/week to 112 hours/week
- East Library hybrid – 60 hours/week to 112 hours/week (access to meeting room, computer lab and holds pickup (book locker) only)

- Tentative: Initial rollout of book lockers expected for the Black Forest area, Powers/Marksheffel area, East Library (as part of hybrid conversion) Fountain Library
- Proposed hybrid – Northwest COS, 112 hours/week

#### Proposed 2027 modifications

- Ruth Holley Library hybrid (56 to 112 hours/week)
- Hybrid addition on Powers/Marksheffel
- 3 additional book lockers Ruth Holley Library, High Prairie Library and TBD
- Library 21c hybrid – 60 hours/week to 112 hours/week

#### Proposed 2028 modifications

HI remodel/expansion, including hybrid (52 to 112 hours/week)

All facilities have after-hour cleaning service, East Library, Library 21c and Penrose Library also have a day porter.

Schedule staggers based on closed hours and route of the cleaning team.

Cameras will view entry into hybrid space; there will be a speaker to interact with individuals entering, monitored by the SOC.

Assessing data of success from existing program at Jeffco.

Can seek sponsorships for lockers; an MOU with each location will include electricity access.

Funding will be included in 2026 budget; waiting to include after this presentation and questions.

This is expected to be below \$100,000 and will not require a Board vote but will be in the budget that the Board has to approve as a whole.

Scott Taylor and Michael Brantner will discuss the alarm set-up for kiosks.

**\*Purchase or negotiation of specific properties will not be part of this discussion.**

#### County Demographic presentation

Data shared by County Commissioner District.

#### Closing

President Julie Smyth ended the Board of Trustees retreat at 2:00 p.m.

# 2026 Budget Projections and Trends

PPLD Administration

# What will we cover

- Look at 4yr Trends
- Variance & Insights
- Takeaways
- Fund Balance
- Projected Outlook
- Questions

# Overview

- Property Tax Revenue
- Other revenue
- Expenditures
- Self-Insurance

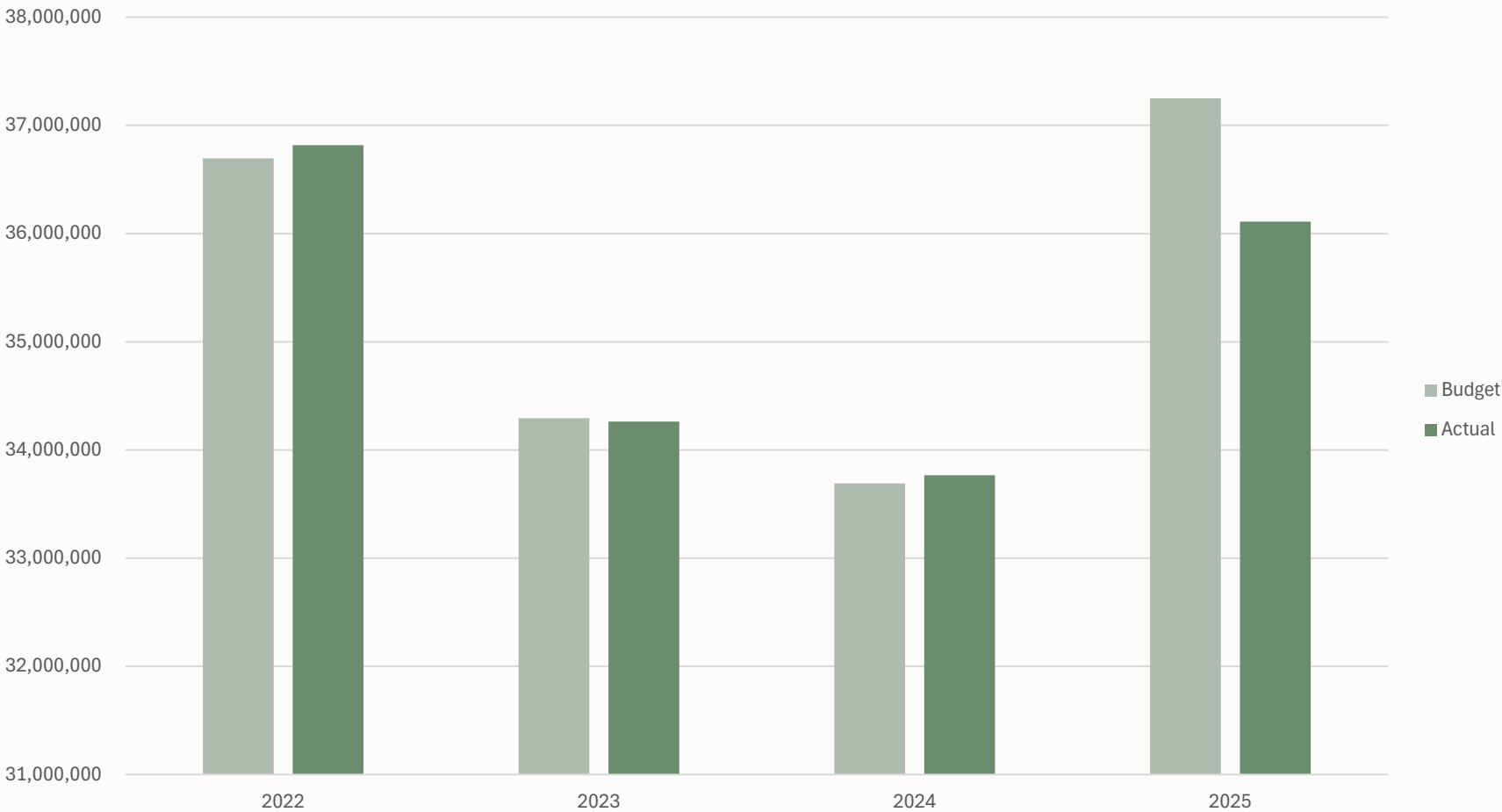
# Revenue Trends

- General Fund

# Tax Revenue Trends

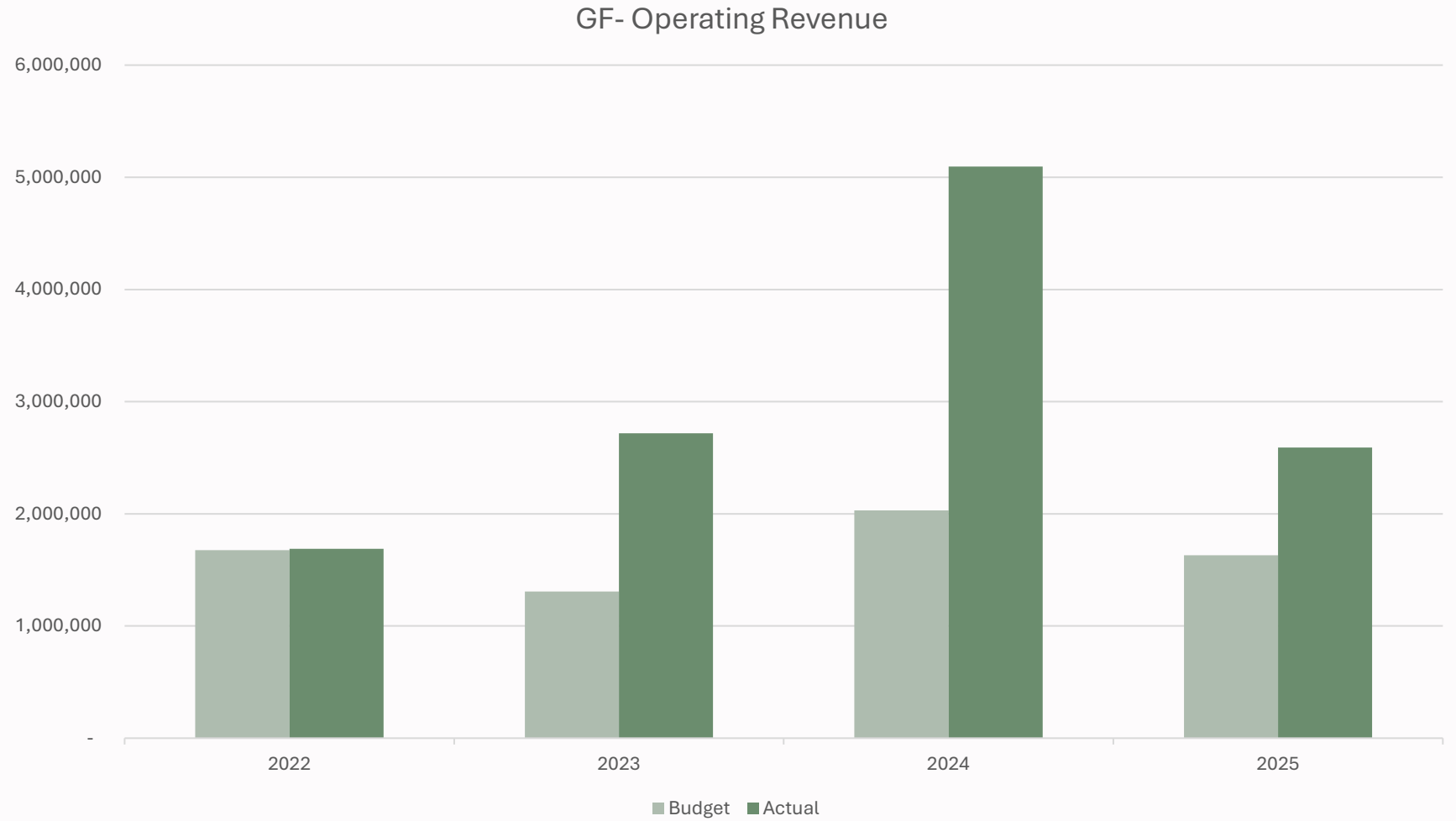
2022-2025

GF Tax Revenue



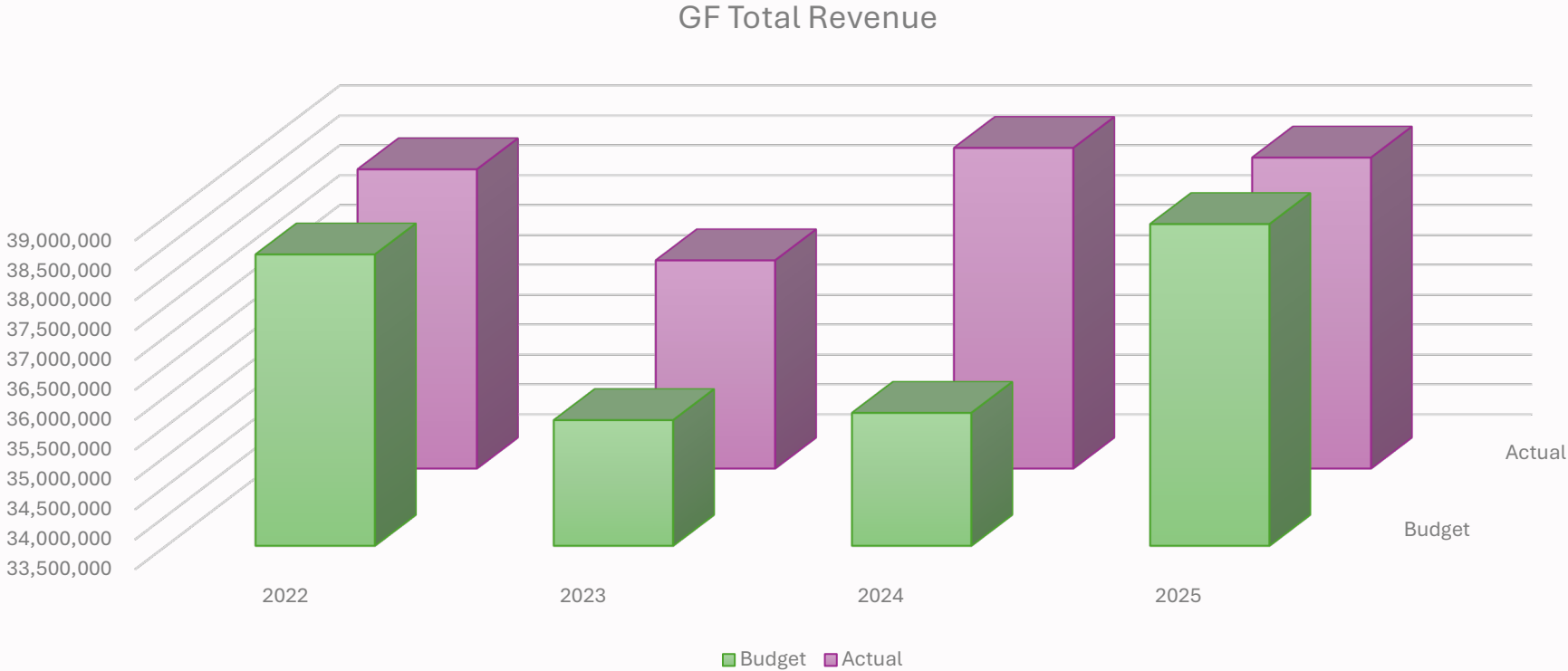
# Other Revenue Trends

2022-2025





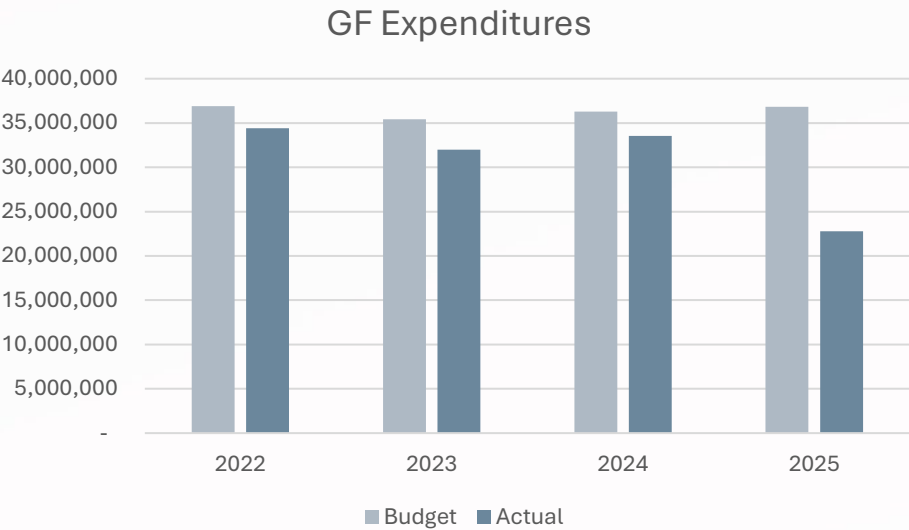
# Total Revenues



# Expenditures

General Fund

# General Fund Expenditures Trends



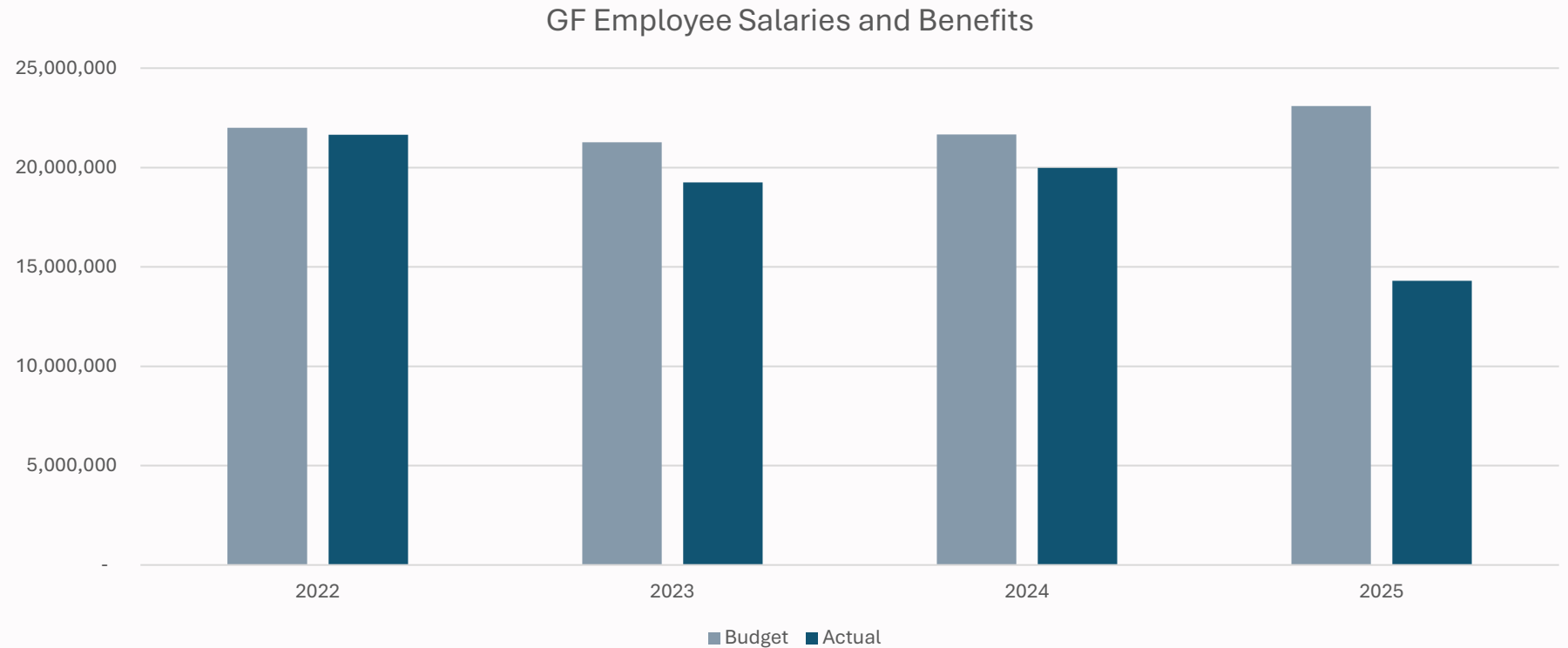
## Key Takeaways

- Budgets \$35M-\$37M annually
- Actuals consistently below budget

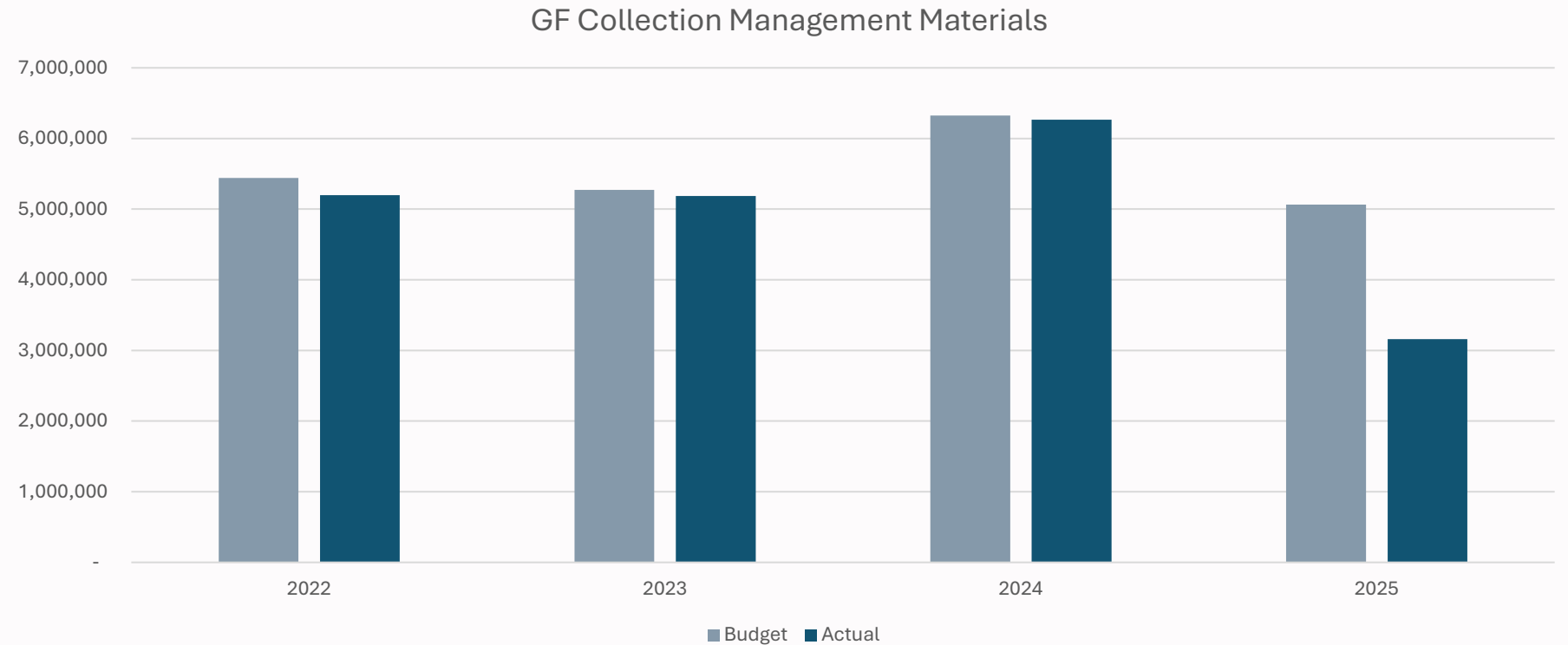
# General Fund Top 3 Expenditures

Employee Salaries & Benefits  
Collection Management Materials  
Building & Vehicle Maintenance

# Employee Salaries & Benefits

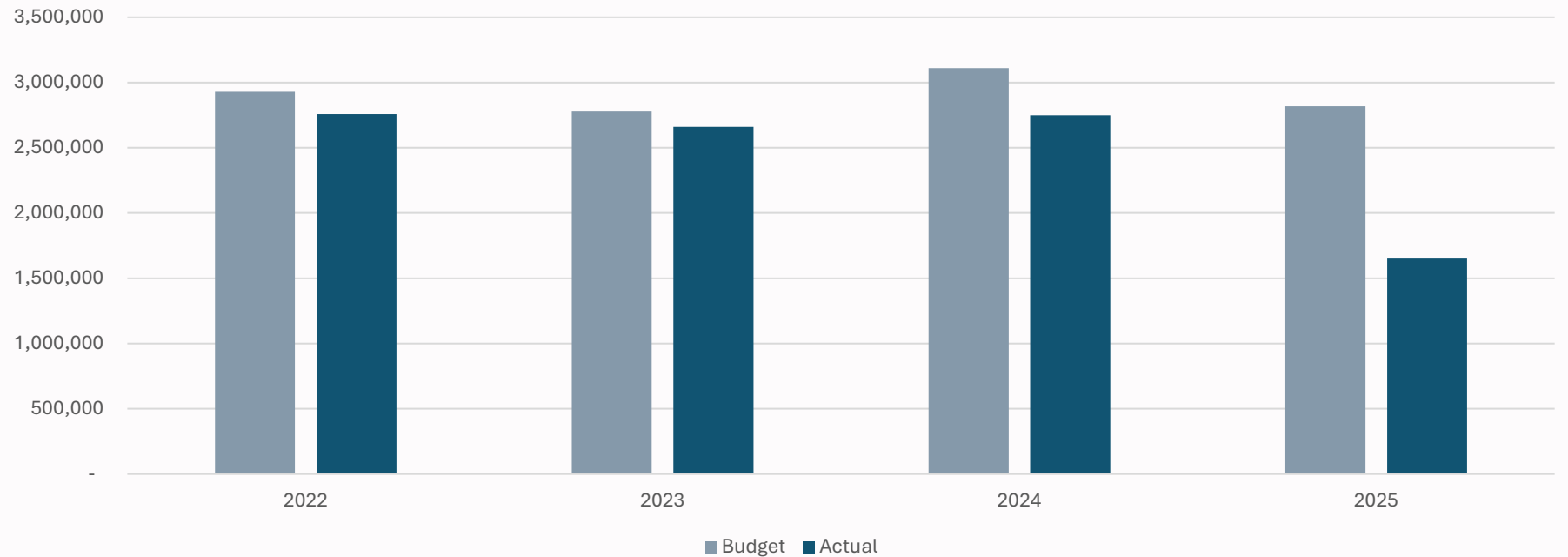


# Collection Management Materials

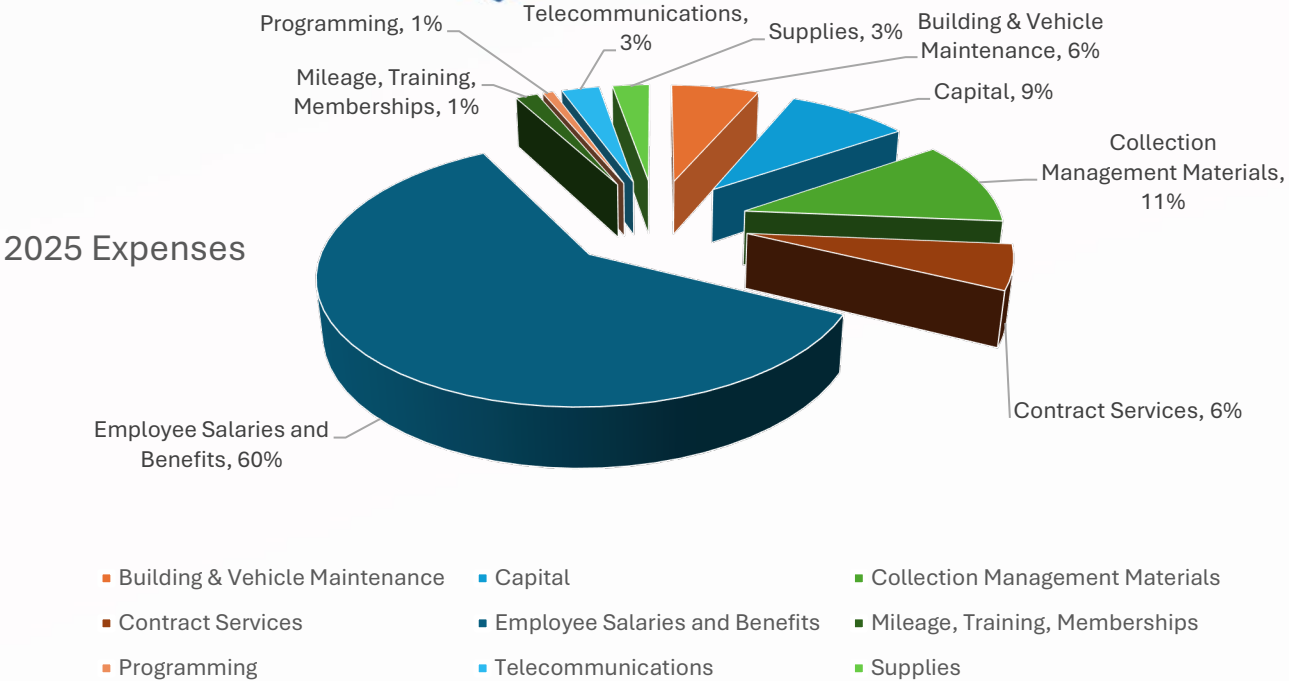


# Building & Vehicle Maintenance

GF- Building and Vehicle Maintenance



# Expense Composition 2025





# Variance & Insights

## Revenues

Tax Revenue within 1%

Other Revenue: Big jump 2023-2024

## Expenditures

Expenses under budget by 5-10%

Conservative Budgeting and purchases

# Key Takeaways

- ❑ Revenues- stable due to 95%
- ❑ Other Revenue helpful, volatile
- ❑ Expenditures- consistently under budget
- ❑ Salaries & Benefits- large driver, but often under budget

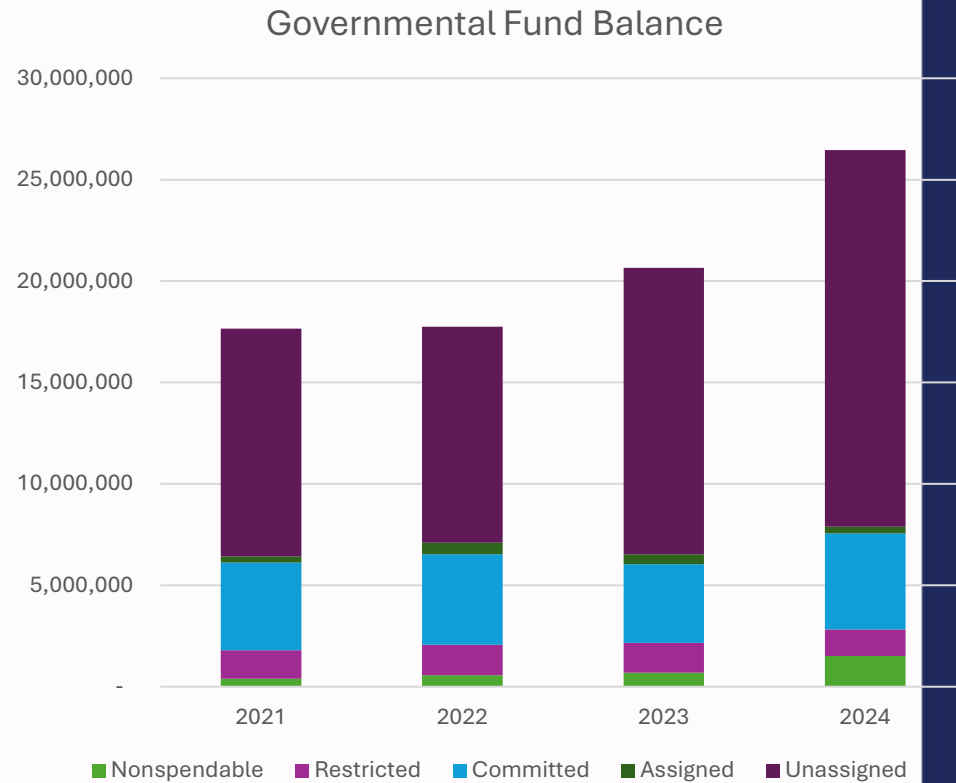
# Fund Balance

- What the categories mean
- What is the Reserve
- Unassigned

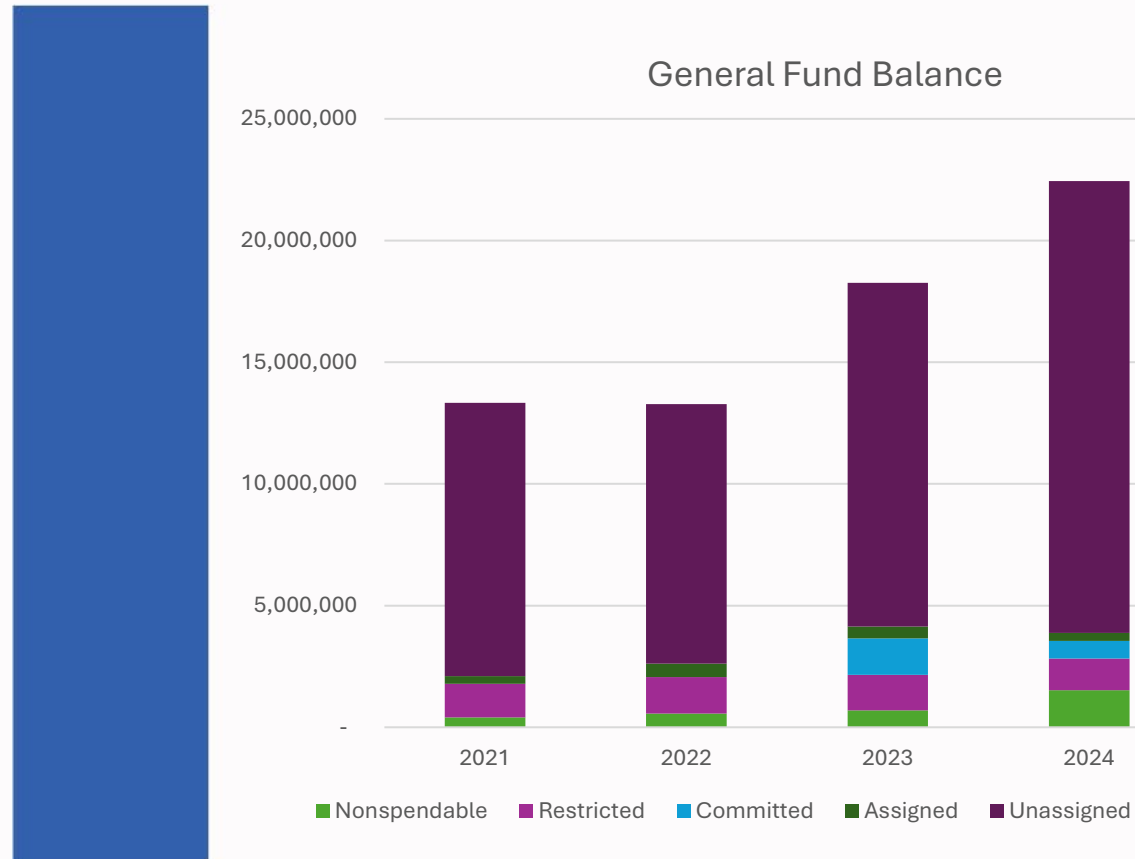
# Catagories of the Fund Balance

- Governmental- Whole District
- Every Fund has one
  - Non-Spendable
  - Restricted
  - Committed
  - Assigned
  - Unassigned

# Governmental Fund Balance



# General Fund



# 2025 General Fund Balance New Presentation

	3,977,345	3,977,345	3,977,345	0
Net Impact to Fund Balance	(1,939,506)	(2,618,786)	11,980,776	14,599,562
GF Unassigned Beginning Fund Balance *	18,565,212	18,565,212	18,565,212	0
Other Tax Revenue- (SB22-238 & SB23B-001)	2,086,606	2,086,606	2,086,606	
2025 Capital Fund Allocation	3,977,745	3,977,745	3,977,745	
3 Month Reserve (Board Mandate)	8,376,047	8,376,047	8,376,047	
Purchase of Ute Pass and Ruth Holley	1,000,000	1,000,000	1,000,000	
Unrestrict Balance available for use	3,124,814	3,124,814	3,124,814	0
Ending Fund Balance (Projected)	16,625,706	15,946,426	30,545,988	14,599,562

# Budget Story

Five minutes to review



# Preview Budget

Projected Budgets for 2026-2027

- General Fund
- Self Insurance Fund

# General Fund

## Monthly Financial Report - GENERAL FUND

### Budget

	2026 <u>Budget</u>	2027 Projected <u>Budget</u>
<b><u>REVENUES</u></b>		
Property Taxes	34,880,765	36,799,207
Specific ownership taxes	3,300,000	3,500,000
<b>Total Taxes</b>	<b>38,180,765</b>	<b>40,299,207</b>
Intergovernmental	388,931	400,000
Donations/fundraising	300,000	500,000
Interest	800,000	500,000
Fines and fees	90,000	75,000
Other Operating	74,000	75,000
<b>Total Operating Revenue</b>	<b>1,652,931</b>	<b>1,550,000</b>
<b>Total Revenue</b>	<b>39,833,696</b>	<b>41,849,207</b>
<b><u>EXPENDITURES</u></b>		
Building & Vehicle Maintenance	2,836,762	2,910,518
Collections Management Materials	5,263,555	5,400,407
Contract Services	1,701,363	1,745,598
Employee Salaries & Benefits	26,260,696	26,943,474
Mileage, Training, Memberships	464,405	476,479
Programming	294,090	301,736
Supplies	516,110	529,529
Telecommunications	2,496,716	2,561,631
<b>Total Expenditures</b>	<b>39,833,696</b>	<b>40,869,372</b>
<b>Excess (deficiency) of Revenue over Expenditures</b>	<b>(0)</b>	<b>979,835</b>

# Self Insurance Fund



## Monthly Financial Report - SELF-INSURANCE FUND (SIF)

### 4 YR Trend and Budget

	2026	2027 Projected
	<u>Budget</u>	<u>Budget</u>
<b><u>REVENUES</u></b>		
Property Taxes	2,900,000	2,975,400
Employee contributions	403,765	414,263
Employer contributions		0
Other Revenue	0	0
<b>Total Revenue</b>	<b>3,303,765</b>	<b>3,389,663</b>
<b><u>EXPENDITURES</u></b>		
Employee Salaries & Benefits	2,481,080	2,545,588
Contract Services	1,355,000	1,390,230
<b>Total Expenditures</b>	<b>3,836,080</b>	<b>3,935,818</b>
<b>Excess (deficiency) of Revenue over Expenditures</b>	<b>(532,315)</b>	<b>(546,155)</b>
<b><u>OTHER FINANCING SOURCES (uses)</u></b>		
Transfer In/(Out)	0	0
	<b>0</b>	<b>0</b>
<b>Net Impact to Fund Balance</b>	<b>(532,314)</b>	<b>(546,155)</b>
Beginning Net Position*	1,867,880	1,335,566
<b>Ending Fund Balance (Projected)</b>	<b>1,335,566</b>	<b>789,411</b>

# Risks and Opportunities

- Risks

- Tabor Limits
- Reliance on Property Tax
- Potential Economic Downturn
- Staffing costs will continue to rise

- Opportunities

- Grants
- expense management

# Summary

Revenues (Property Taxes) are stable  
Expenditures under budget but rising  
Personnel costs continue to increase

## Overall outlook

- Requires balancing growth with sustainability

# Questions???

# Expanded Patron Access Plan

September 26, 2025

# Expanded Patron Access Plan

## Why consider an Expanded Patron Access Plan?

- The Facilities Master Plan recommended “Alternative Delivery Models” in October 2024
  - “PPLD staff and the consultant team explored several alternative delivery models to address accessibility issues in a more economical and sustainable way for the district. These models included Outreach, Holds Pickup Lockers, Materials Vending Solutions, and Unstaffed Controlled Access to facilities. Each approach provides different means of extending library services beyond traditional hours or locations, potentially improving accessibility and convenience for library patrons.” (FMP page 66)
- The Board of Trustees provided the PPLD CEO with her 2025 goals on March 19, 2025
  - “Goal #1: The CEO will implement priority aspects of the Facilities Master Plan (FMP) by:
    - a. Proposing one conversion of a branch into a hybrid model to increase community access by December 2025.
    - b. Providing a proposal by December 2025 that provides a staffing model for projected District growth in underserved areas over the next 12-18 months.”



# Expanded Access Definitions

## Hybrid Model

- Patrons over age 18 have access to designated library branches during proposed times of 6am to 10pm, 7 days a week, \*CLOSED HOLIDAYS
- Assistance through in-house video communication to librarians will be available during normal operating hours
- Patrons would have access to most library resources including but not limited to computers, copiers, holds pickup, branch collection, study rooms and restrooms
- Small windows of programming and staff time would be available for normal library use (at least 20 hours) at these locations, most hours would be un-staffed

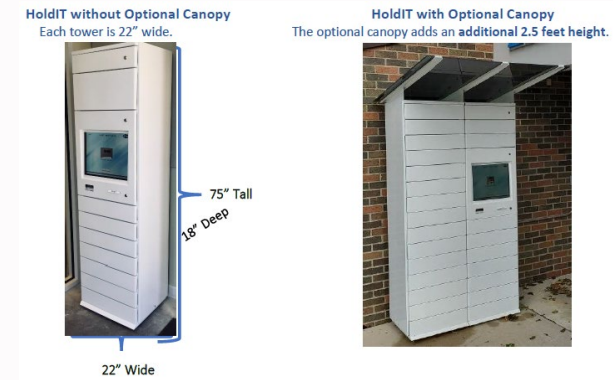
# Expanded Patron Access Plan

This is a forwarding-thinking approach to expanding our services, but are we the first? No.

- Libraries who utilize this model describe their unstaffed time as “Self-Service” hours, “Extended Access” hours, or “Open+”
- Here are some USA public libraries who have already implemented unstaffed or hybrid model libraries to increase access in their communities:
  - Jefferson County, Colorado
  - Scott County, Minnesota
  - Fort Vancouver Regional Library District, Washington
  - Gwinnett County, Georgia
  - Ventura County, California
  - San Jose, California
  - Mesa, Arizona

# Book Lockers

- Like Amazon pick-up kiosks, book lockers provide patrons an additional location to schedule holds pick ups
- Provide 24/7/365 access for pick ups
- Conveniently located within neighborhoods or libraries
- Allow patrons to conveniently return materials
- Library materials return drop boxes would be associated with each unit.



# Expanded Access Definitions

## Book Lockers (continued)

Product Code	Qty	Product	Unit Price	Total
D-THOLDITM20 	1	Outdoor HoldIT secure main unit with an External 19" touch screen, additional weather stripping, patron card reader, receipt printer, and 10 lockers. Includes all software. Painted white.	\$11,750.00	\$11,750.00
D-THOLDITM40 	2	HoldIT secure main unit with 19" touch screen, patron card reader, receipt printer, and 10 lockers. Includes all software. White finish.	\$7,350.00	\$14,700.00
External Monitor	1	External screen and weather stripping. Screen automatically adjusts brightness and is rated for outdoor use	included	included
Training		Training and documentation for all staff. There is no limit to the number of attendees, and training can be repeated as new staff are hired.	included	included
Shipping		Delivery and installation provided by D-tech engineers. In-person training can be provided at this time.		\$5,200.00
Total 40 lockers				\$31,650.00

Additional columns of 15 lockers can be added at any time.

\*Dtech offers discounts for multiple purchases

# Expanded Access Definitions

## After-Hours Access

- Allows patrons to utilize community rooms after and before Branch operating hours
- After confirmation of reservation and orientation, patrons are granted badge access to select areas of a library branch, normally including meeting spaces and restrooms.

# Current State – September 2025

- Currently PPLD offer after-hours access at two Library Branches – Fountain and Manitou Springs
- These spaces are offered before and after Library operating hours
- Community members reserve the meeting spaces, attend orientation, and are issued access badges and alarm credentials
- These spaces are widely used by many members of the community including other government organizations

# To Be Completed Q1 2026

## Pilot Additional Hours Hybrid Branches – Palmer Lake & Ute Pass

- PPLD intends to communicate in town-hall forums with the Palmer Lake & Ute Pass communities what this will look like prior to launch, answer any questions, and develop support for the expanded services
- Palmer Lake & Ute Pass will be the Pilot “proof of concept” at PPLD for Hybrid Branch operation
- Opening at these small facilities will allow us to test appropriate technology, integrate policies and procedures, and streamline the educational process for patrons to utilize the service
- Currently Palmer Lake is open 24 hours per week
  - Moving to this model allows patrons access to resources 112 hours per week (366% increase in hours)
- Currently Ute Pass is open 28 hours per week
  - Moving to this model allows patrons access to resources 112 hours per week (300% increase in hours)

# Proposed Additional 2026 Modifications

## Calhan Hybrid Model

- Current Access - 32 hours
- Proposed Access - 112 hours
- 250% increase in access hours

## East Hybrid Model\*

- Current Access - 60 hours
- Proposed Access - 112 hours
- 86% Increase in access hours

## Four Book Lockers Deployed

- Locations: Black Forest area, Powers/Marksheffel area, East Library (part of Hybrid) Fountain Library

## Proposed Hybrid Model Location in NW Colorado Springs

- Proposed Access – 112 hours

*\*Not all library resources will be available. Only meeting room, computer lab, and holds pickup (book kiosk)*



# 2027 Modifications

## Ruth Holley Facility Remodel Including Hybrid Access Modification (dependent on Capital Campaign)

- Current Access – 56 hours
- Proposed Access - 112 hours
- 100% increase in access hours

## Proposed Hybrid Model Addition on Powers/ Marksheffel

- Proposed Access – 112 hours
- 100% increase in access hours

## Three Additional Book Lockers Deployed

- Ruth Holley
- High Prairie
- TBD

## 21c Hybrid Model\*

- Current Access - 60 hours
- Proposed Access - 112 hours
- 86% Increase in access hours

*\*Not all library resources will be available. Only meeting room, computer lab, and holds pickup.*

# 2027 Modifications (continued)

## Three Additional Book Lockers Deployed

- Ruth Holley
- High Prairie
- Fountain

## Ruth Holley Facility Remodel including Hybrid Access Modification (dependent on capital campaign)

- Full facility remodel including move to Hybrid Model
- Current Access – 56 hours
- Proposed Access – 112 hours
- 100% Increase in Access hours

## 21C Hybrid Model\*

- Current Access - 60 hours
- Proposed Access - 112 hours
- 86% Increase in Access hours

## Proposed Hybrid Model Location Powers/Marksheffel Colorado Springs

- Proposed Access – 112 hours

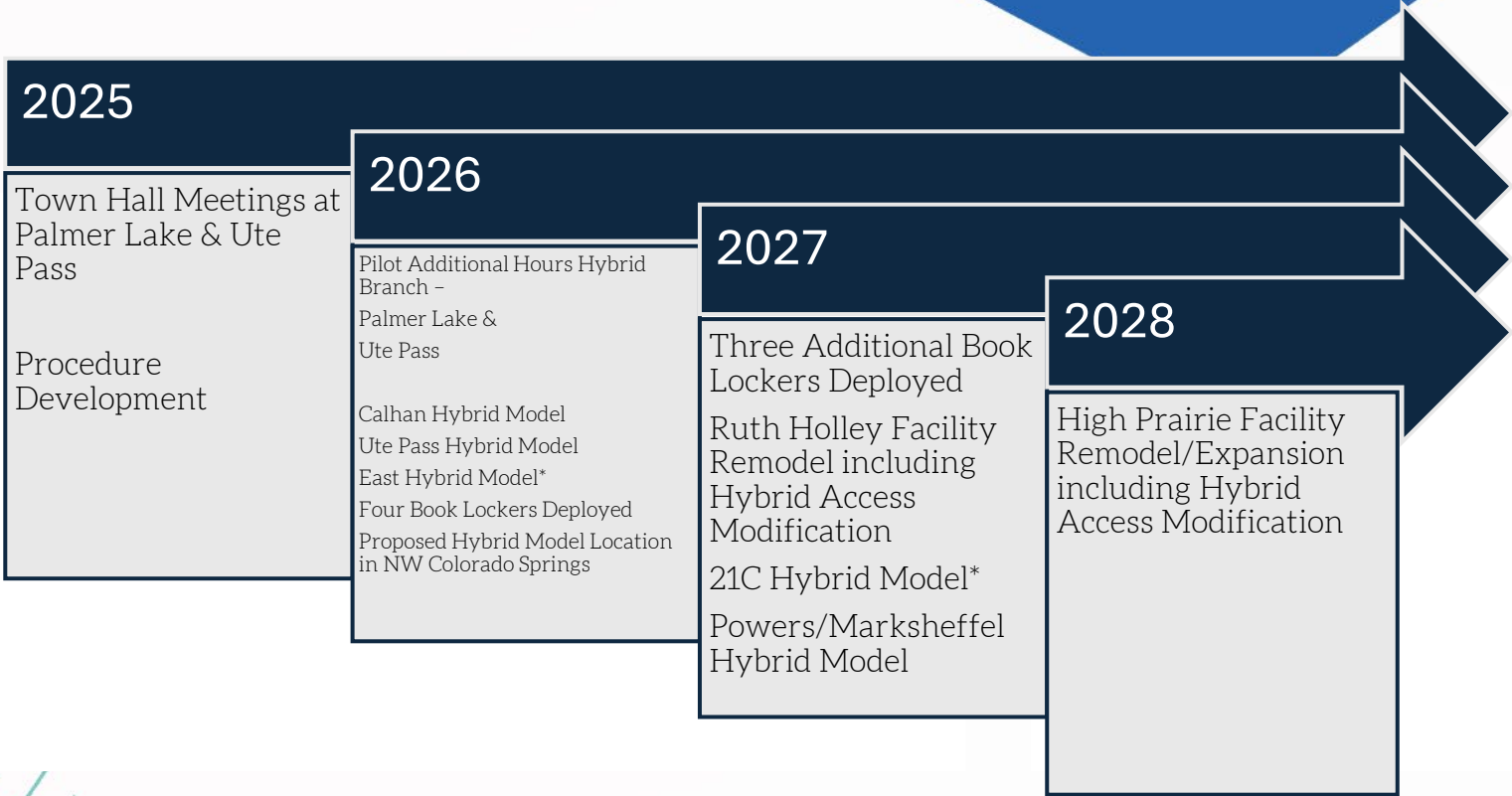
*\*Not all library resources will be available. Only meeting room, computer lab, and holds pickup.*

# 2028 Modifications

## High Prairie Facility Remodel/Expansion, Including Hybrid Access Modification

- Full facility remodel including move to Hybrid Model
- Current Access – 52 hours
- Proposed Access – 112 hours
- 115% Increase in Access hours

# Proposed Timeline Snapshot





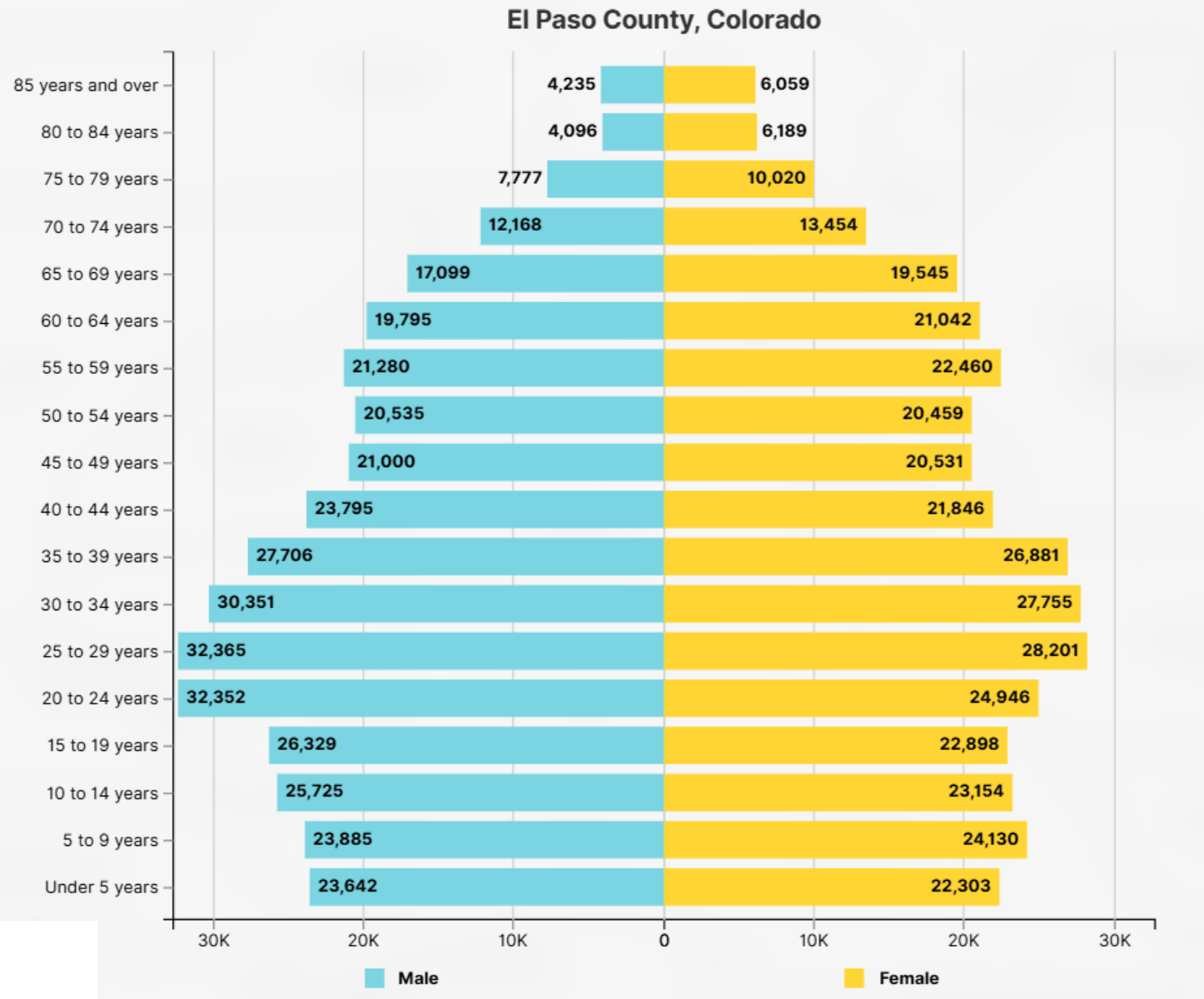
# Questions?

# El Paso County Commissioner Districts

Data by the District

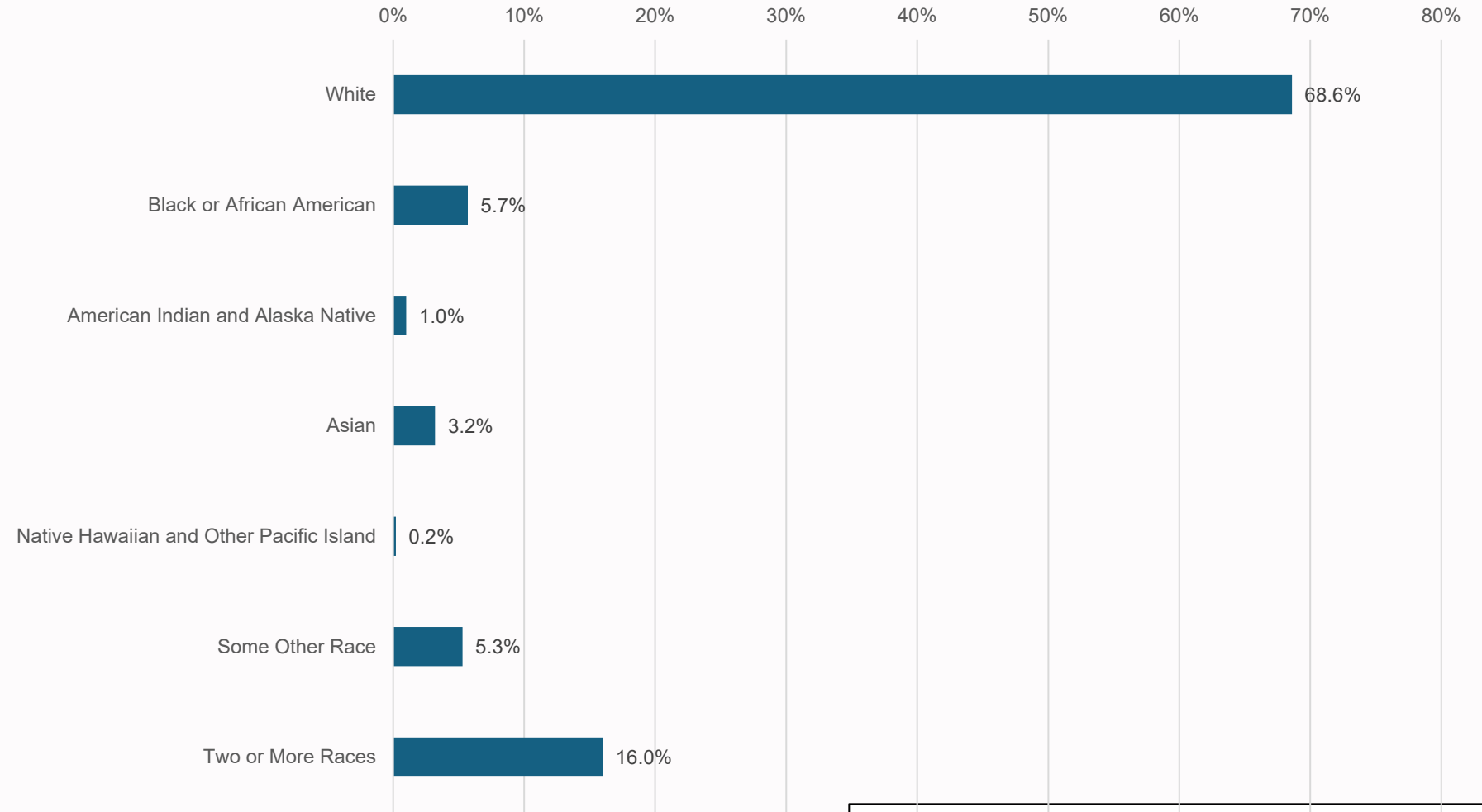
# El Paso County Overview

## Demographic Overview



# El Paso County Overview

Demographic Overview (cont.)

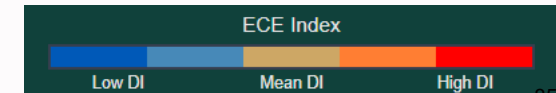
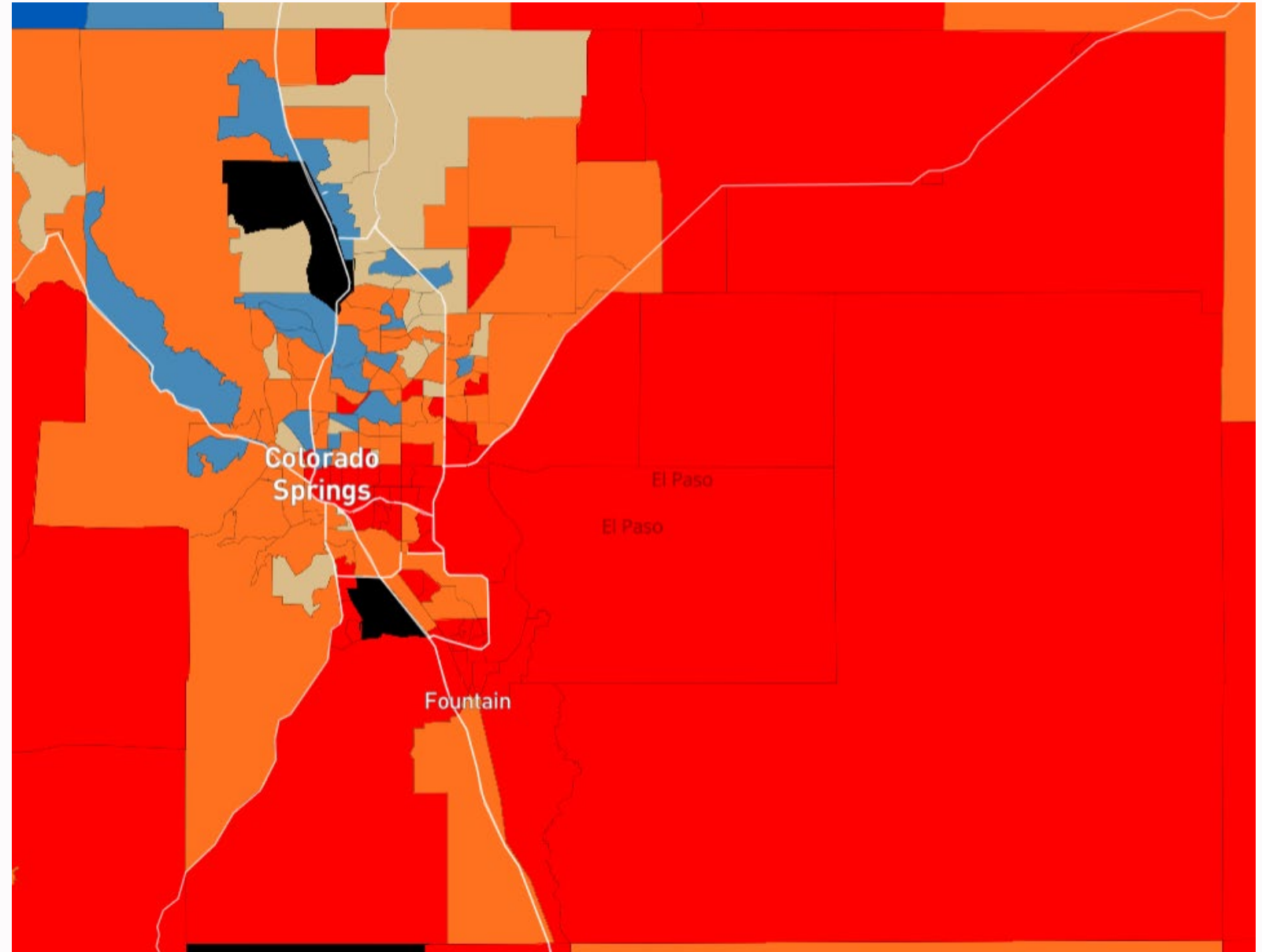


**19.6% of the population are Hispanic/Latino in ethnicity**



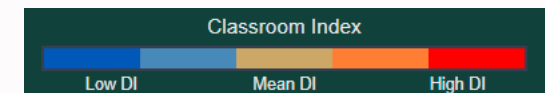
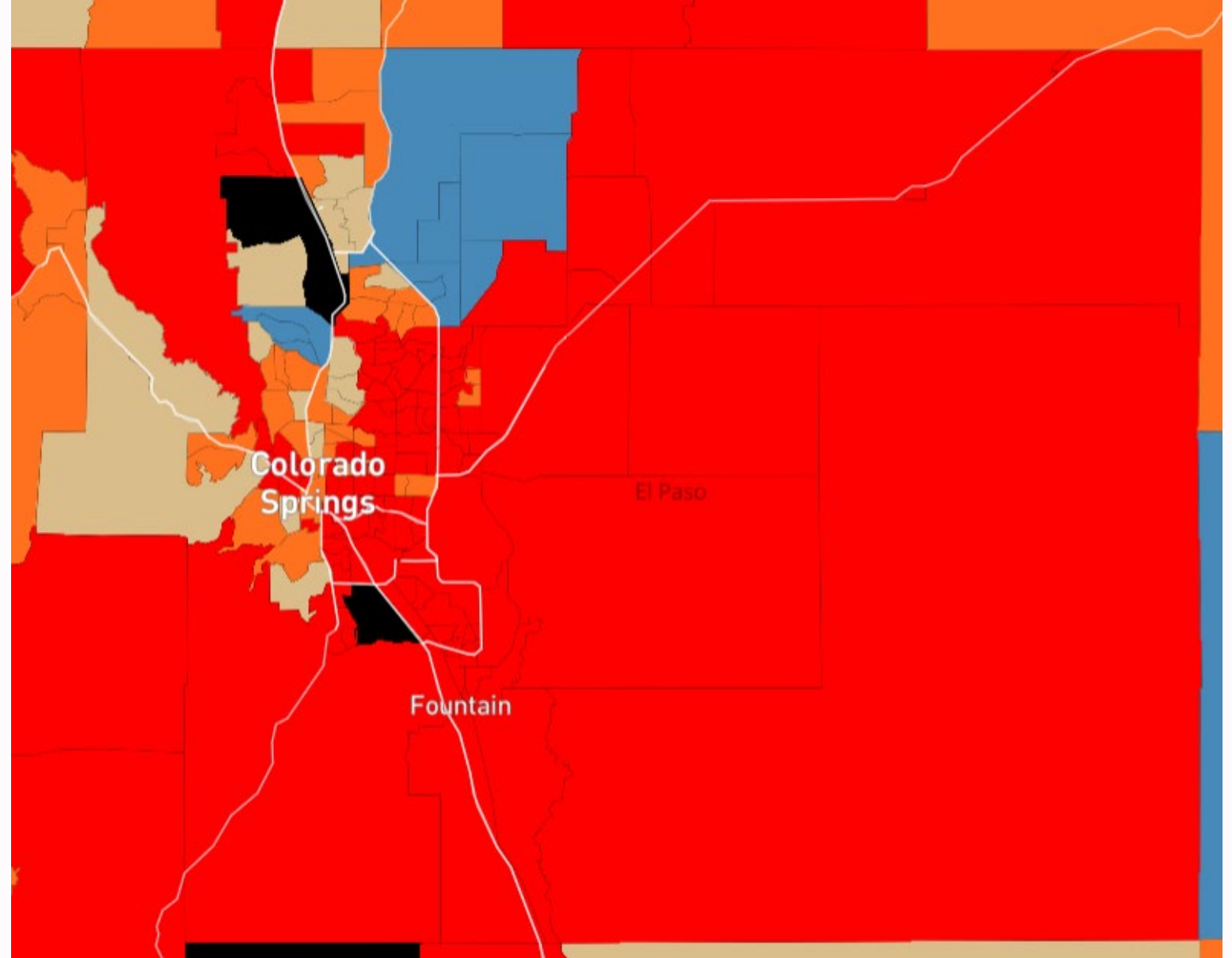
# El Paso County Overview

Literacy



# El Paso County Overview

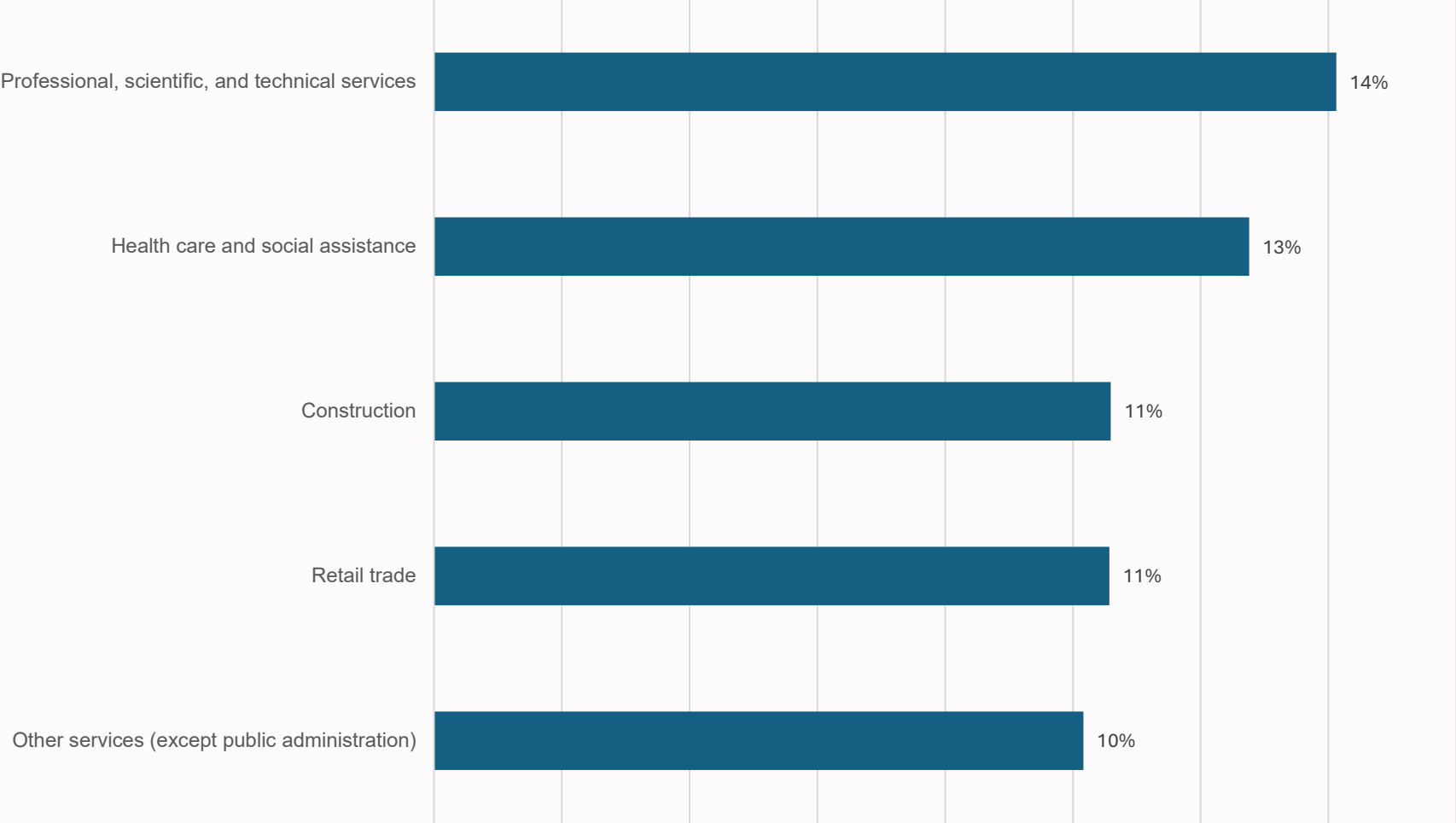
Education



# El Paso County Overview

## Economy

### Top Five Business Types



# El Paso County Overview: Economy



Average House Value:  
\$455,747

- 63.7% owner-occupied
- 36.3% renter-occupied

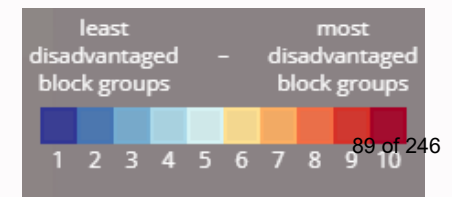
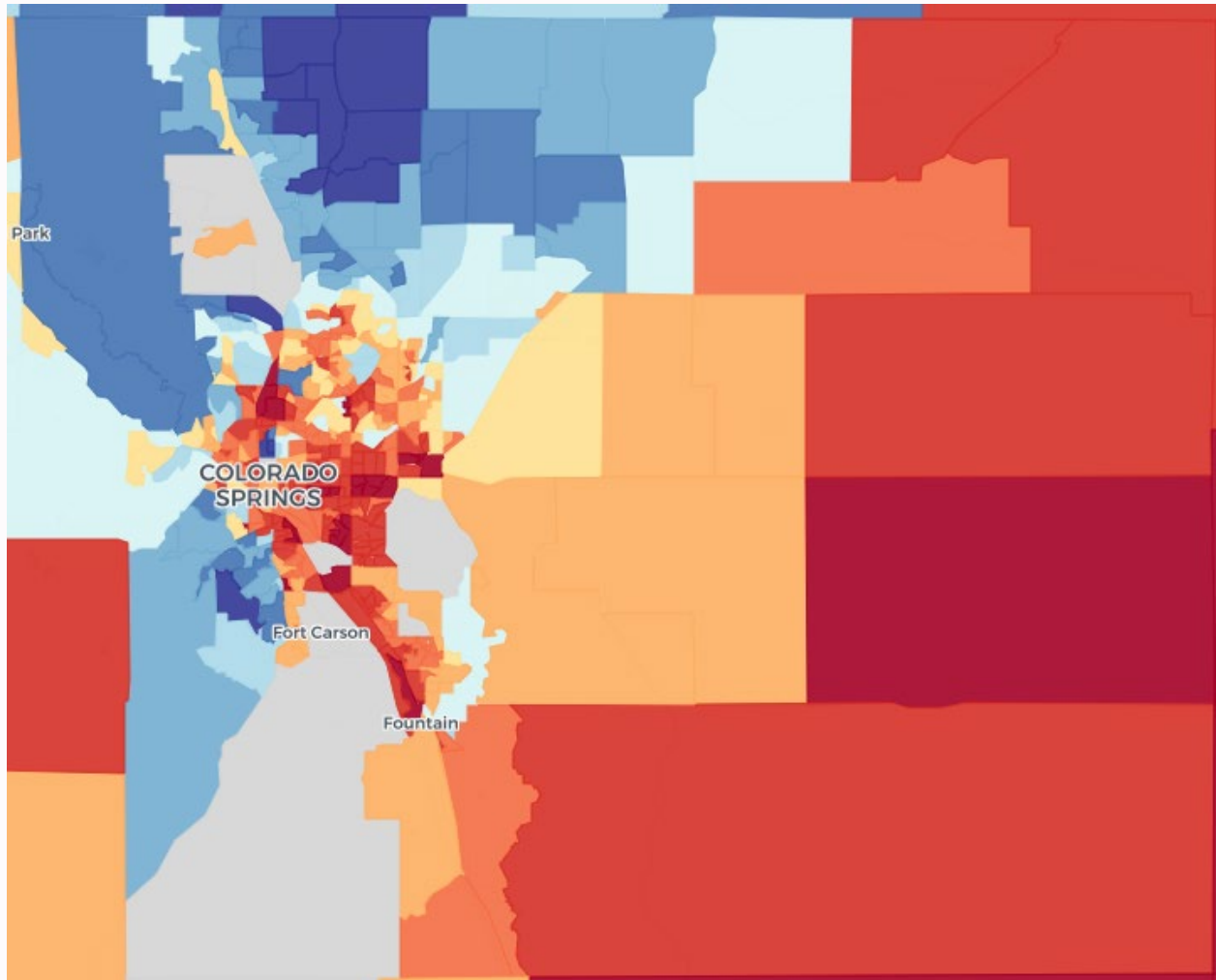


Median Household Income:  
\$91,009

# El Paso County Overview

Economy

## Area Deprivation Index

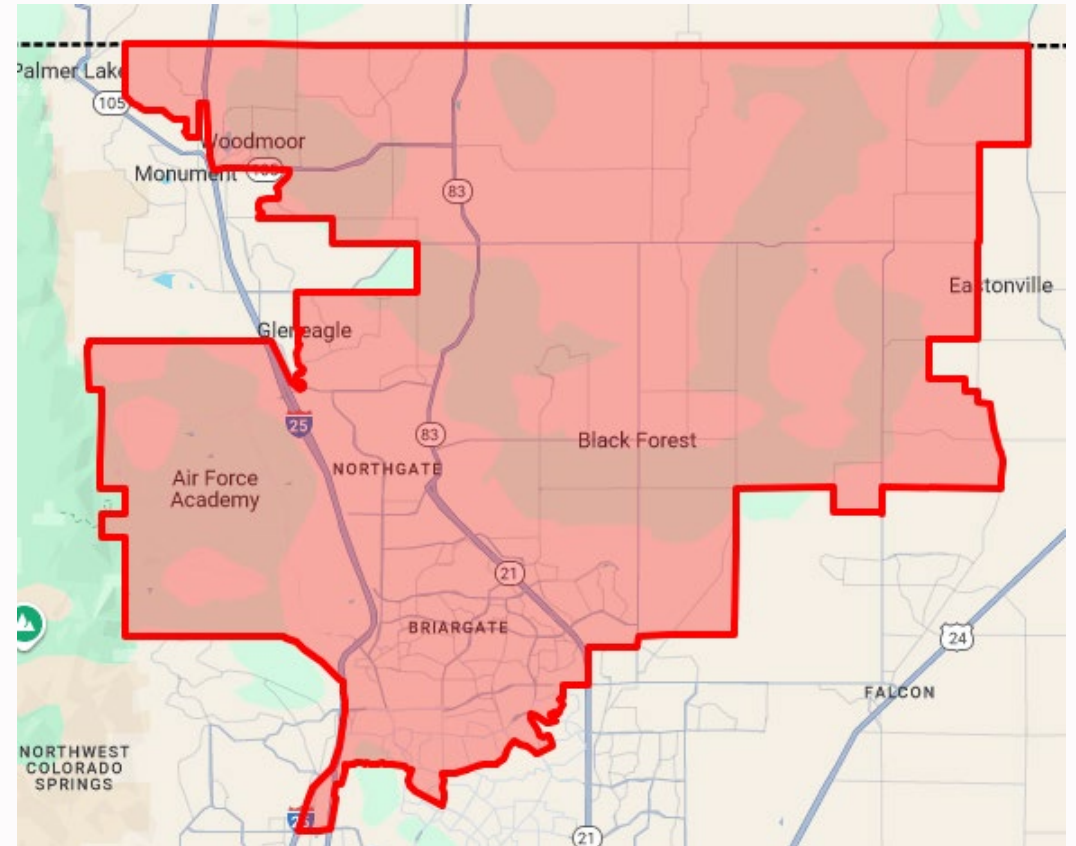


# District 1

## Commissioner: Holly Williams

PPLD Libraries in District 1:

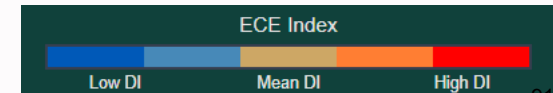
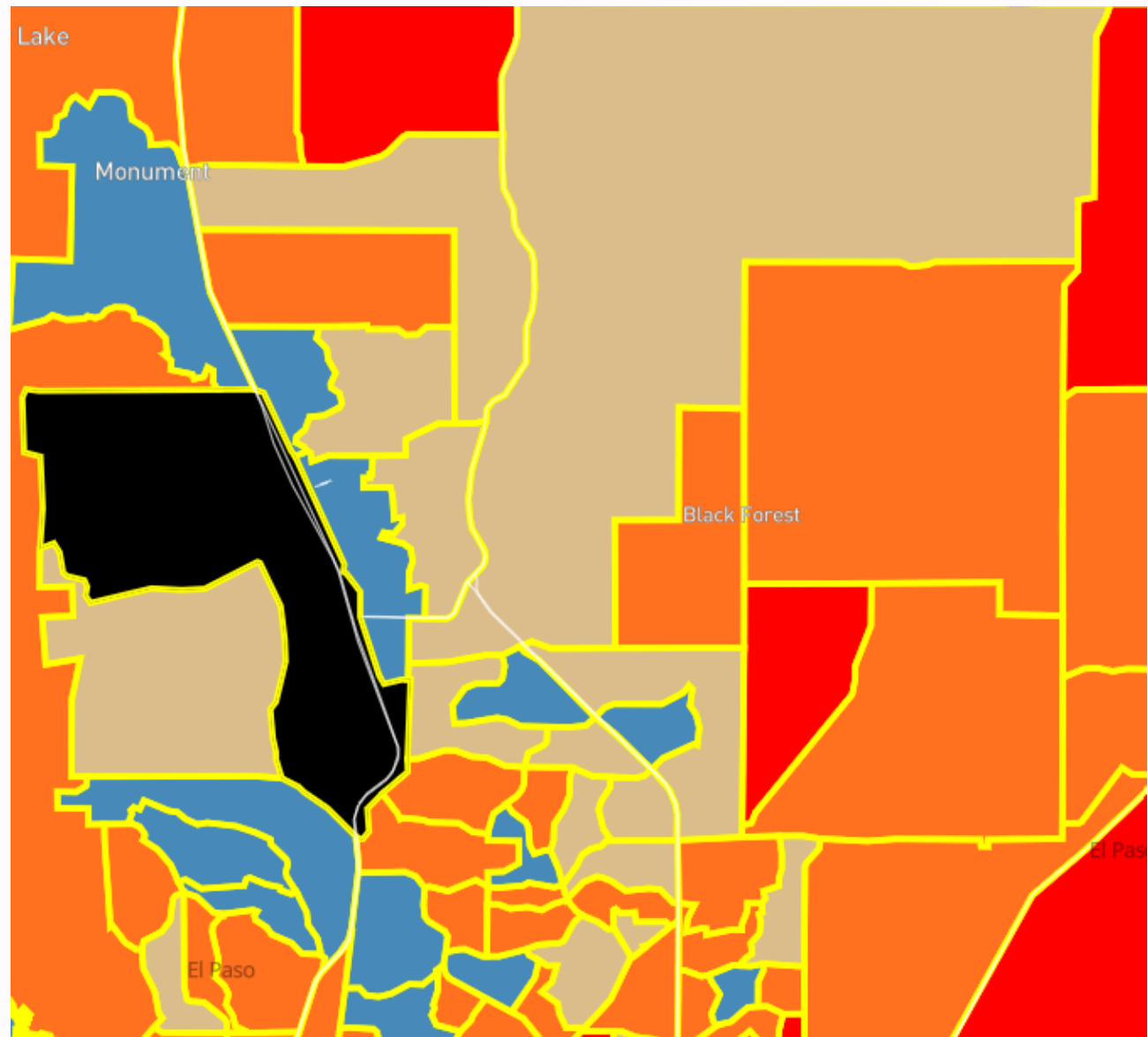
- East Library
- Library 21c
- Monument Library





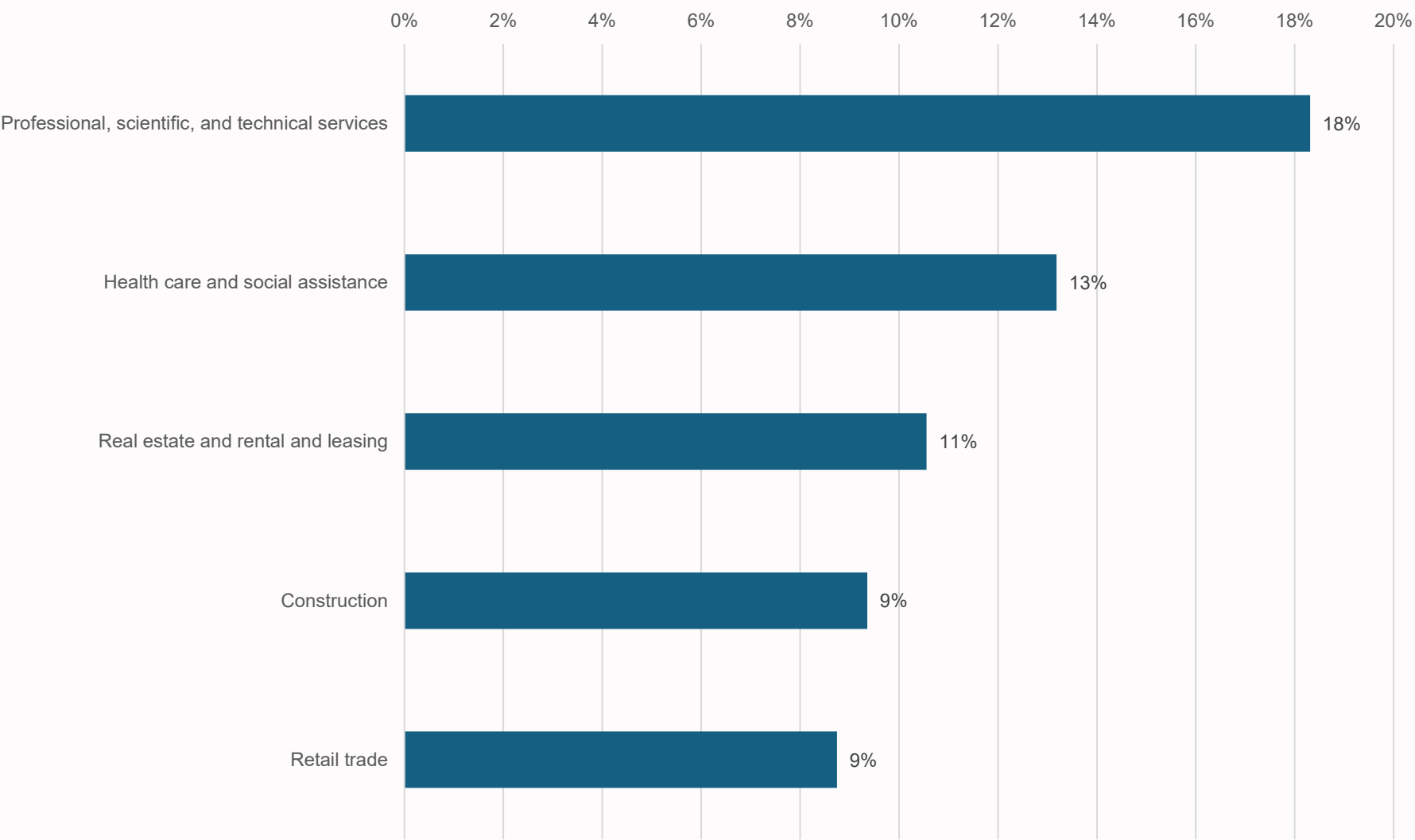
# District 1: Literacy

CODI - Early Childhood  
Education map



# District 1: Economy

Business Makeup Chart





# District 1: Economy



91% of houses valued at \$450,000 or above

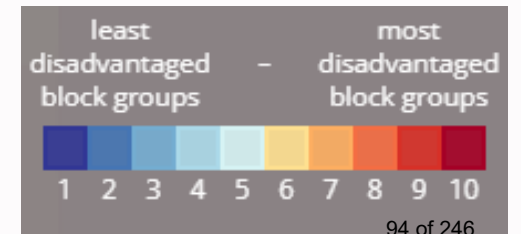
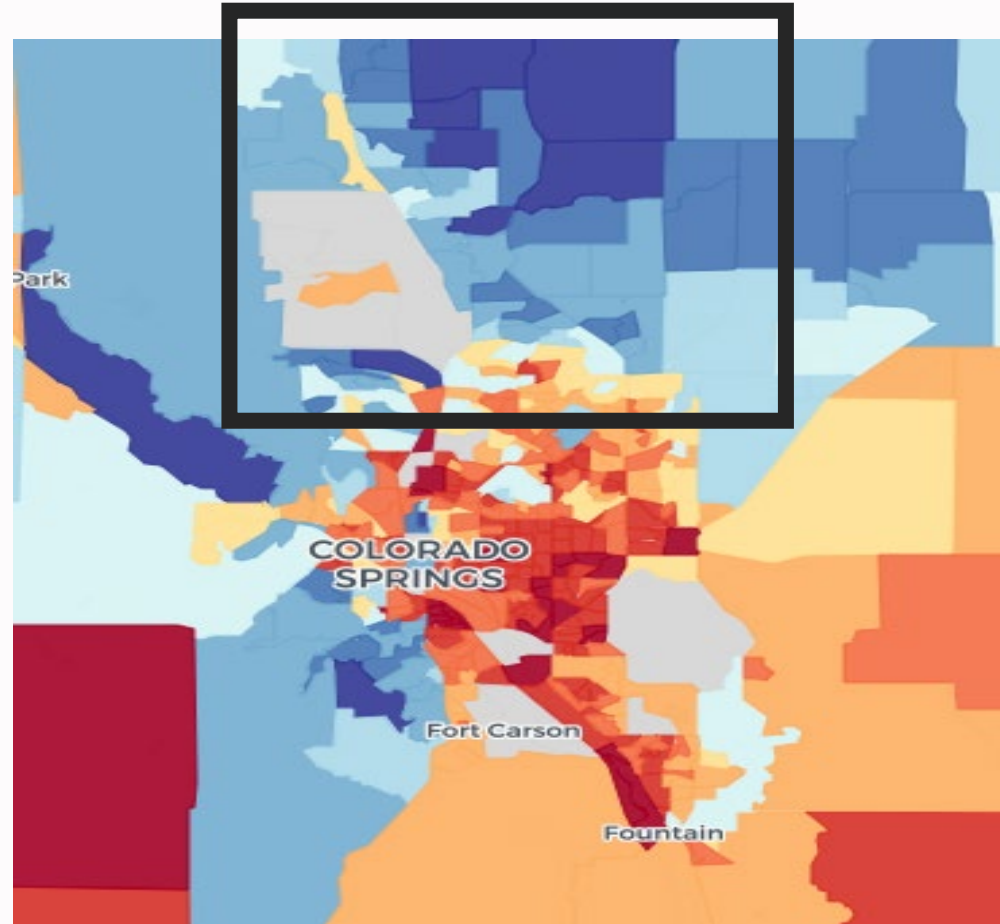
- 77% owner-occupied
- 23% renter-occupied



64% of households have an estimated household income above \$99,999

# District 1: Economy

Area Deprivation Index

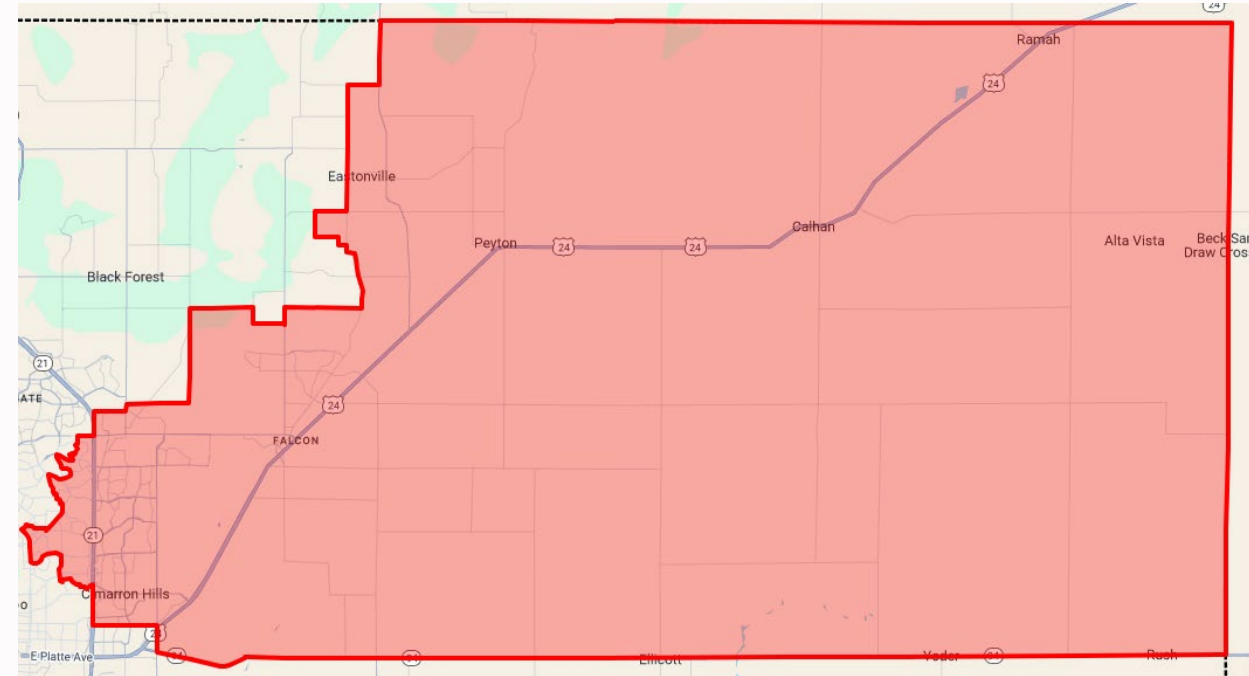


# District 2

## Commissioner: Carrie Geitner

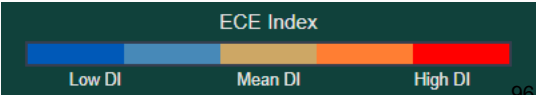
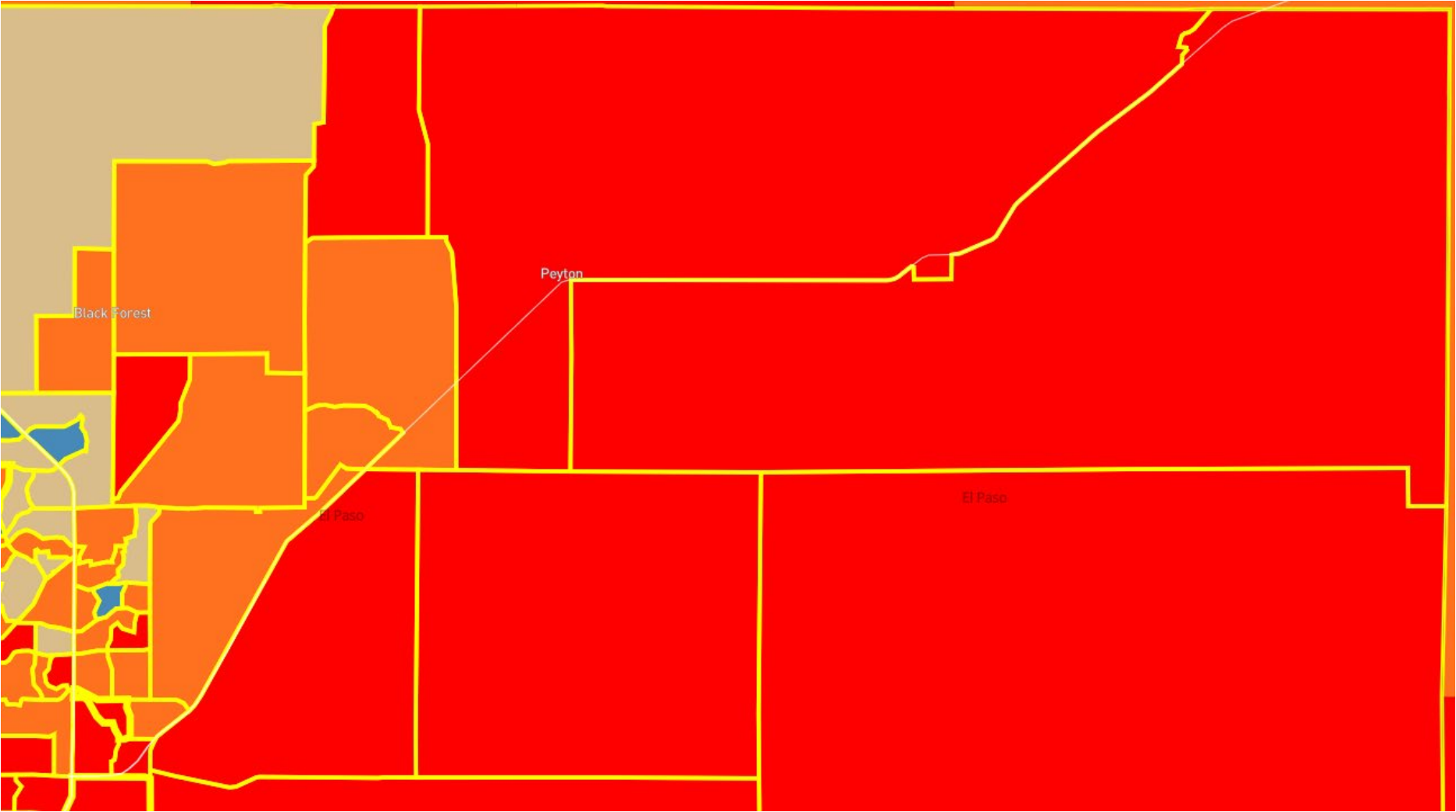
### PPLD Libraries in District 2:

- Calhan Library
- High Prairie Library



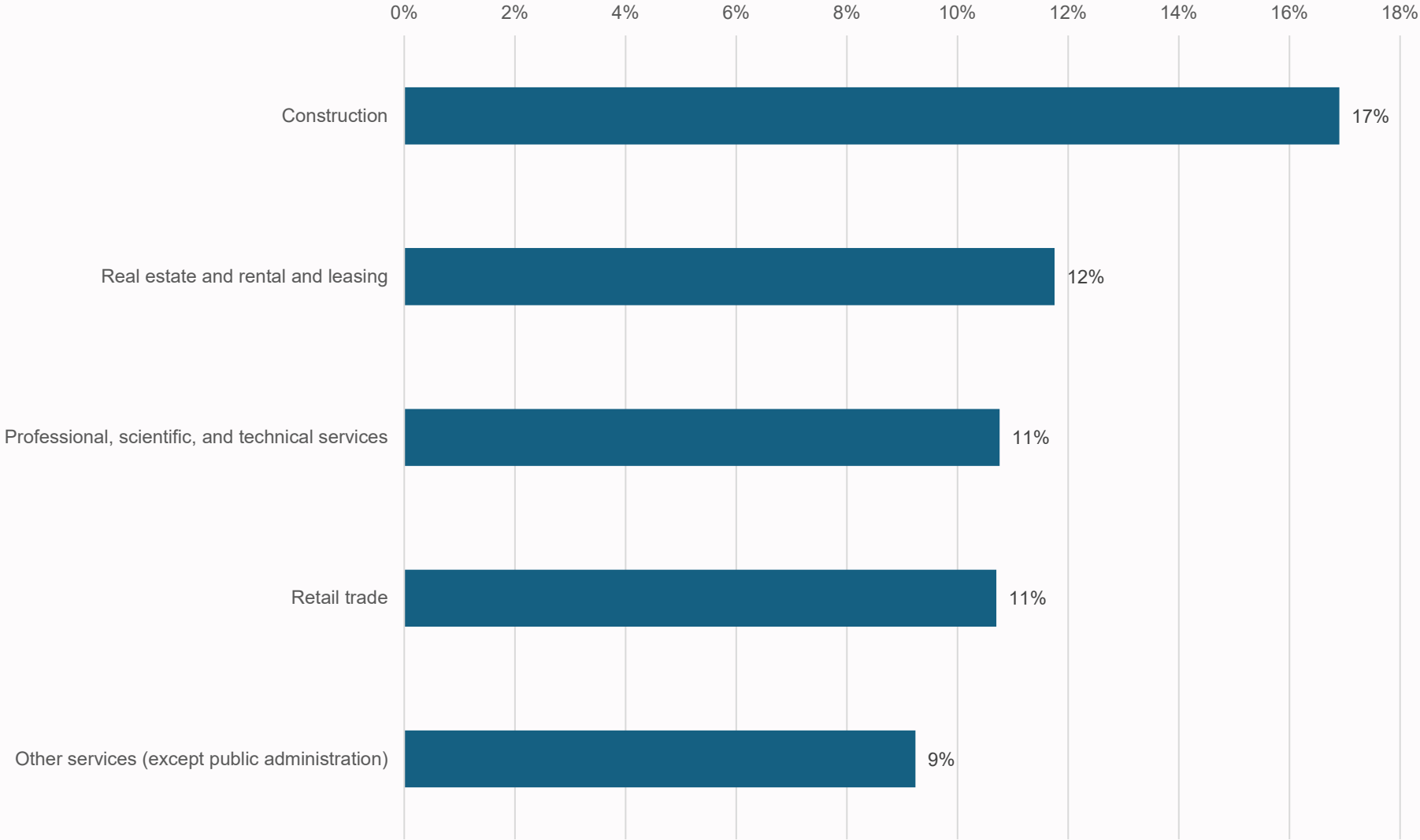
# District 2: Literacy

CODI - Early Childhood  
Education map



# District 2: Economy

Business Makeup Chart



# District 2: Economy



65% of houses valued at \$450,000 or above

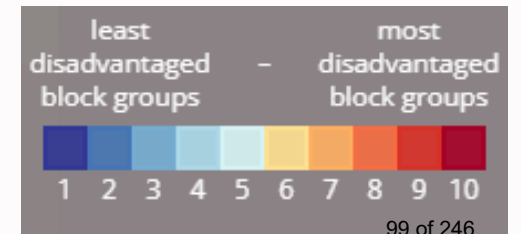
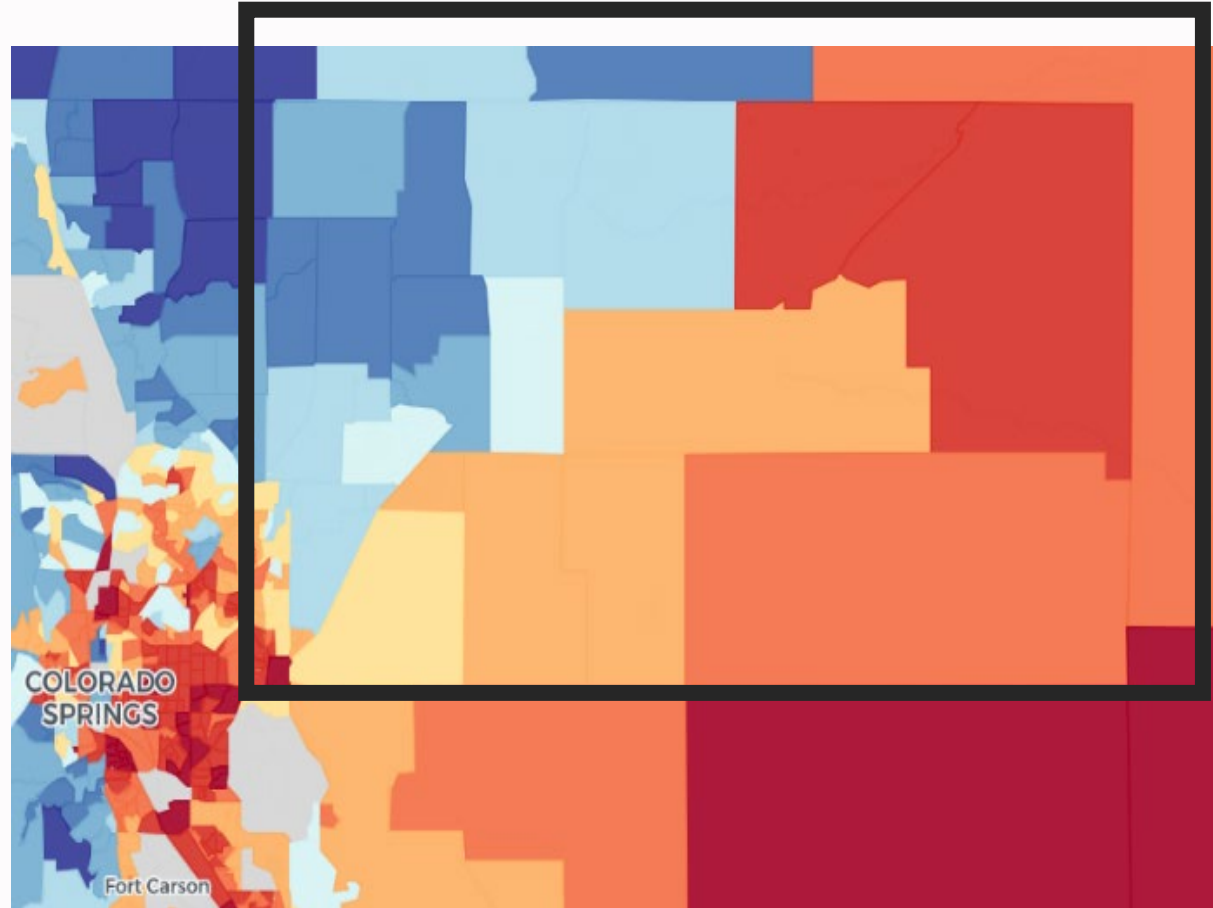
- 79% owner-occupied
- 21% renter-occupied



45% of households have an estimated household income above \$99,999

# District 2: Economy

Area Deprivation Index



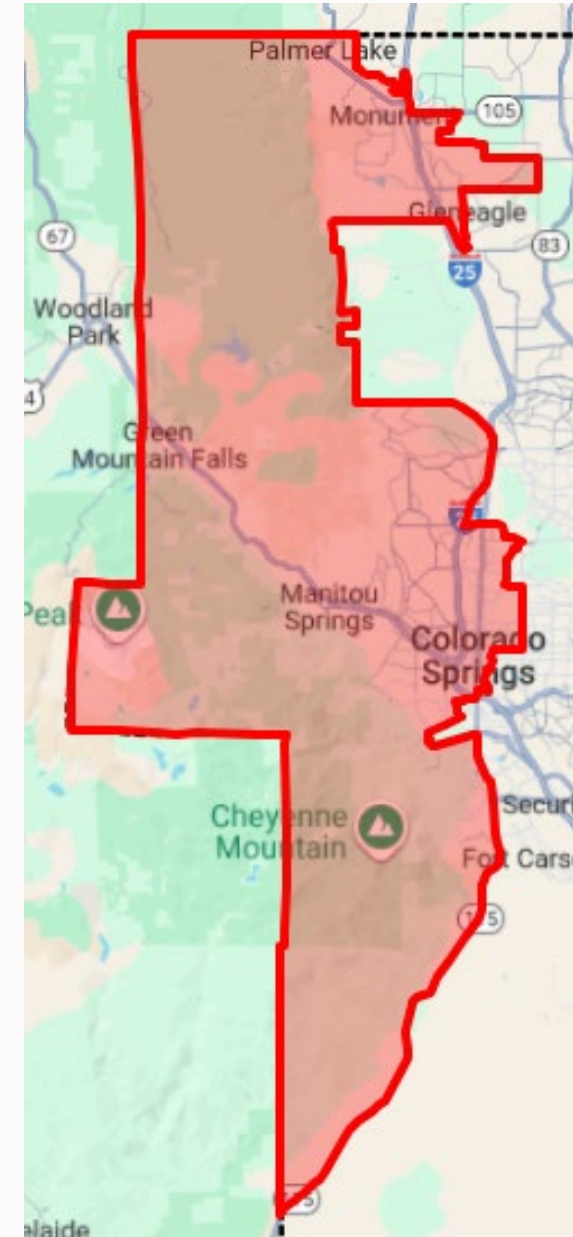


# District 3

## Commissioner: Bill Wysong

PPLD Libraries in District 3:

- Cheyenne Mountain Library
- Manitou Springs Library
- Old Colorado City Library
- Palmer Lake Library
- Penrose Library
- Ute Pass Library

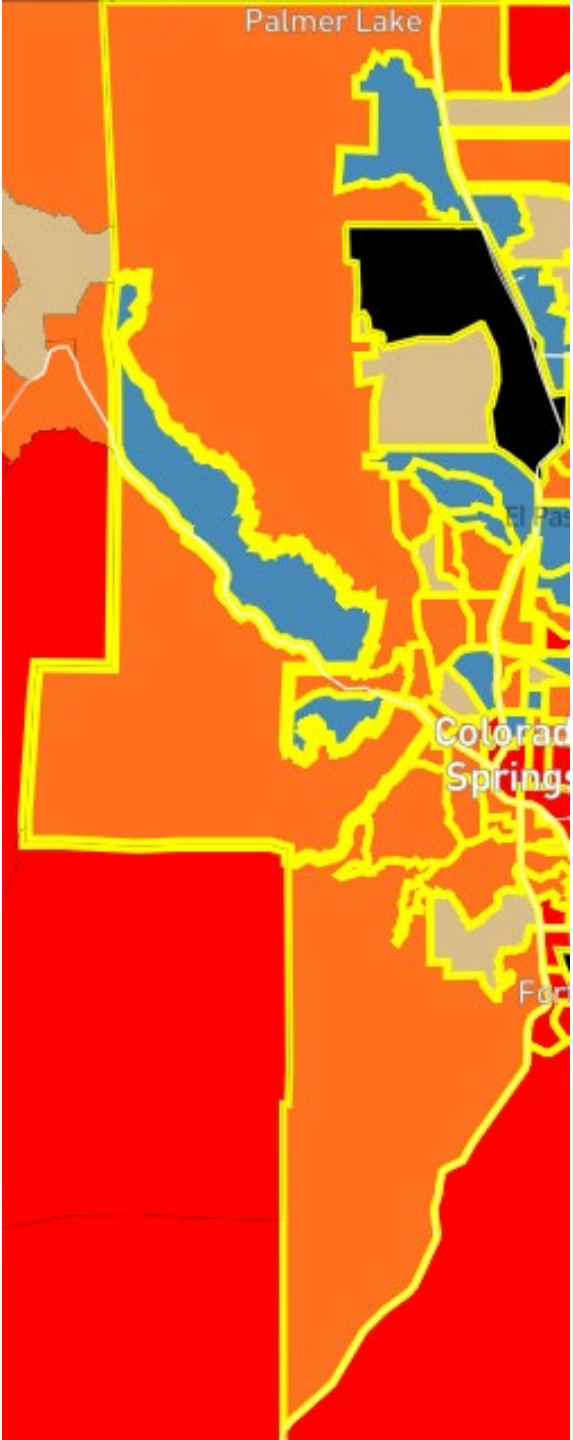






# District 3: Literacy

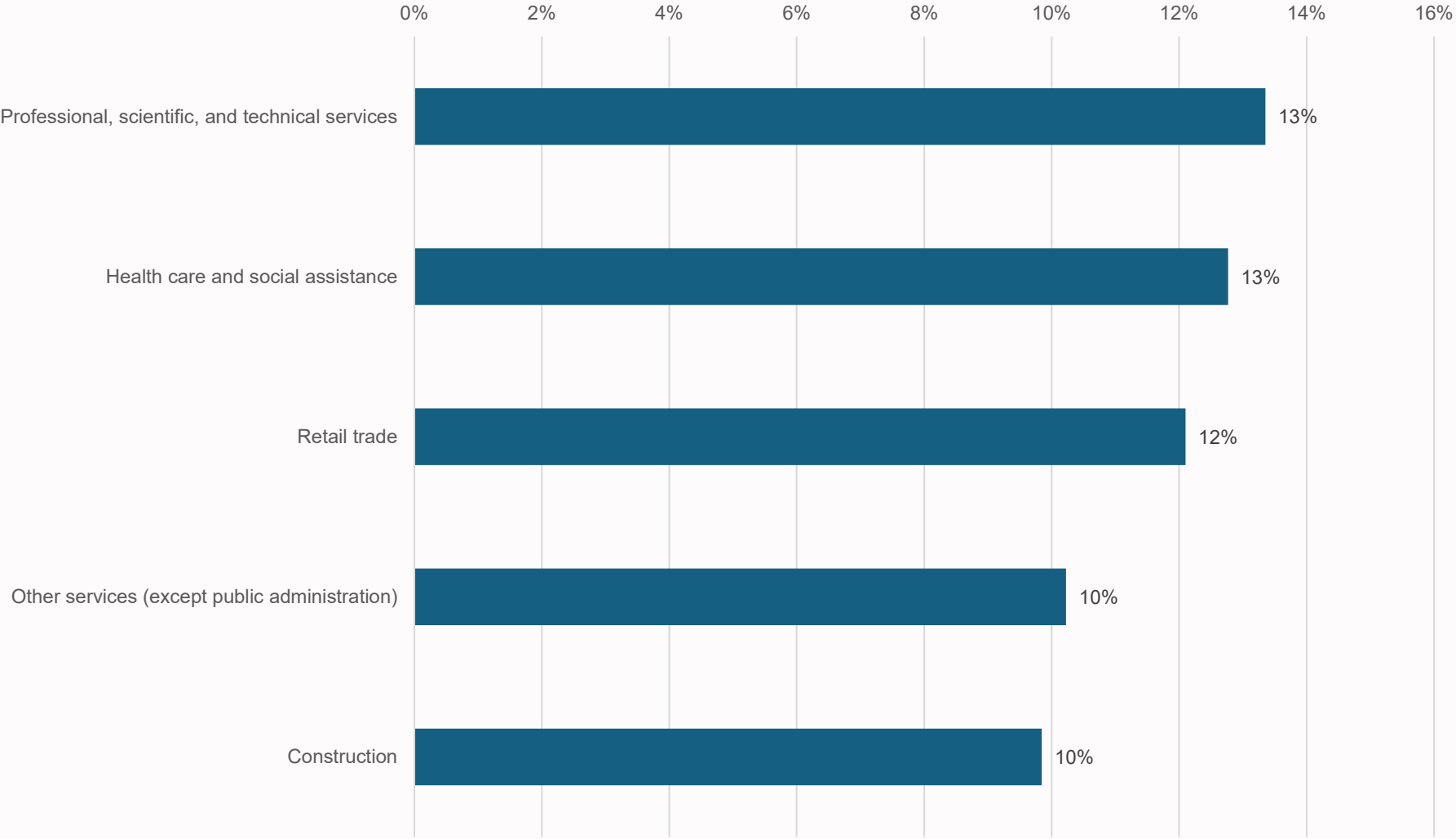
CODI - Early Childhood  
Education map





# District 3: Economy

Business Makeup Chart



# District 3: Economy



61% of houses valued at \$450,000 or above

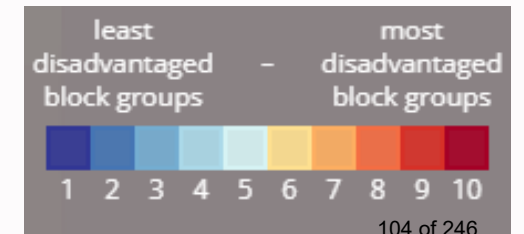
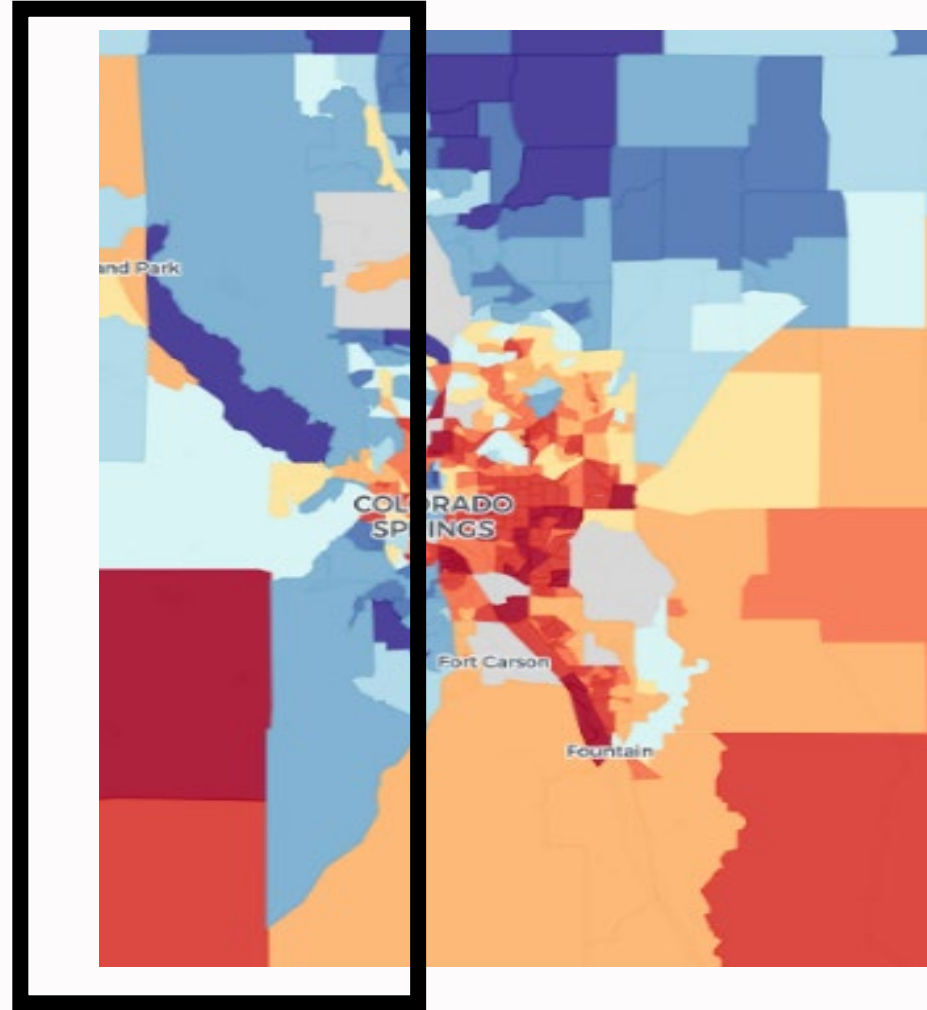
- 62% owner-occupied
- 38% renter-occupied



41% of households have an estimated household income above \$99,999

# District 3: Economy

Area Deprivation Index

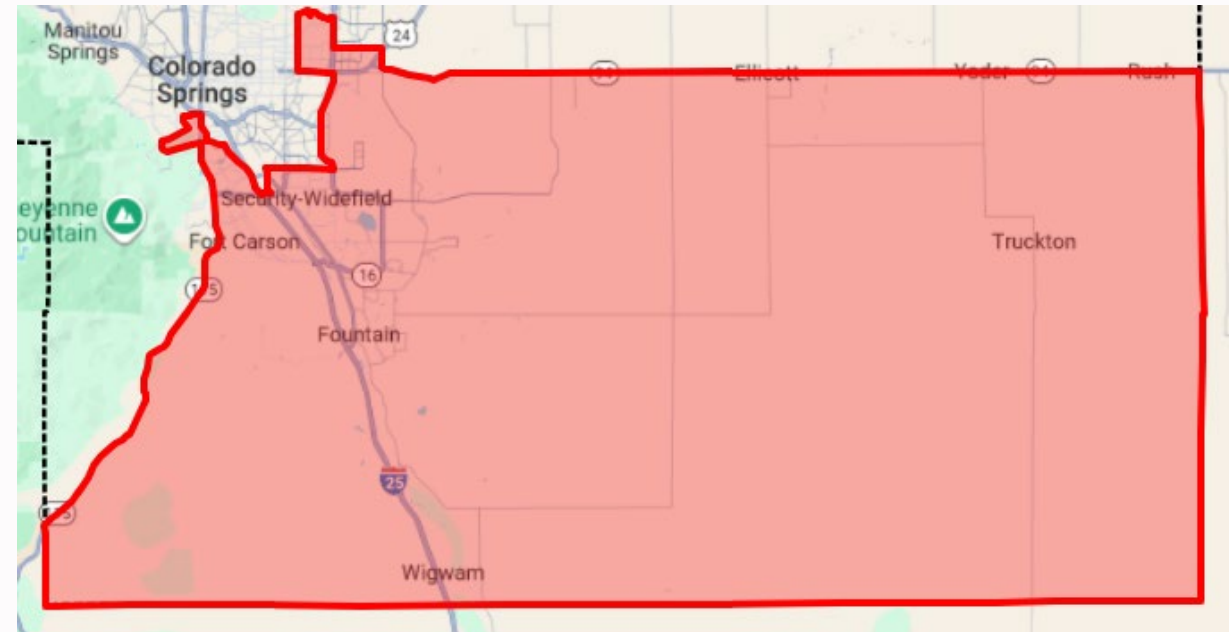


# District 4

## Commissioner: Cory Applegate

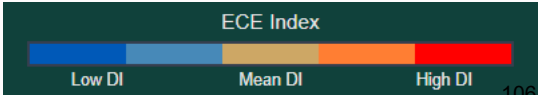
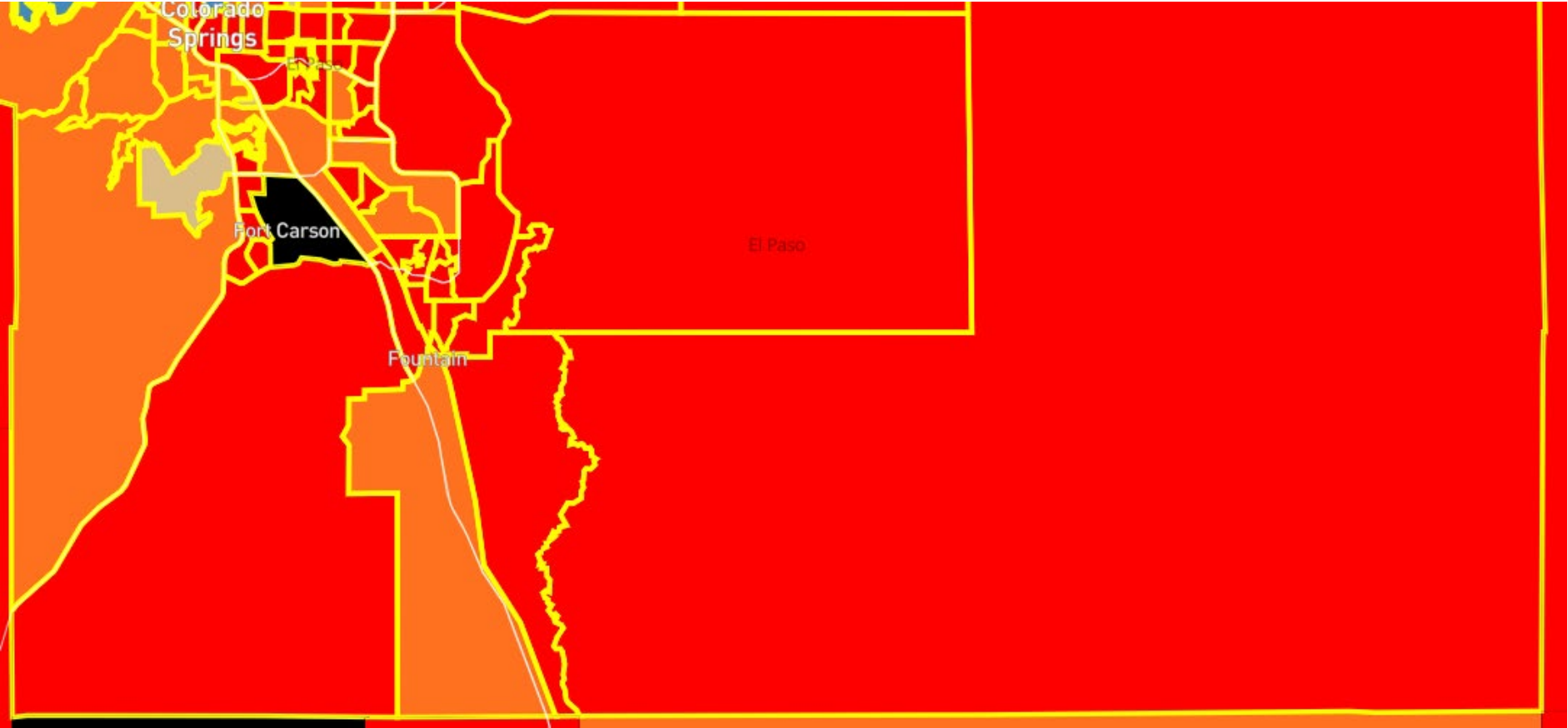
PPLD Libraries in District 4:

- Fountain Library
- Ruth Holley Library



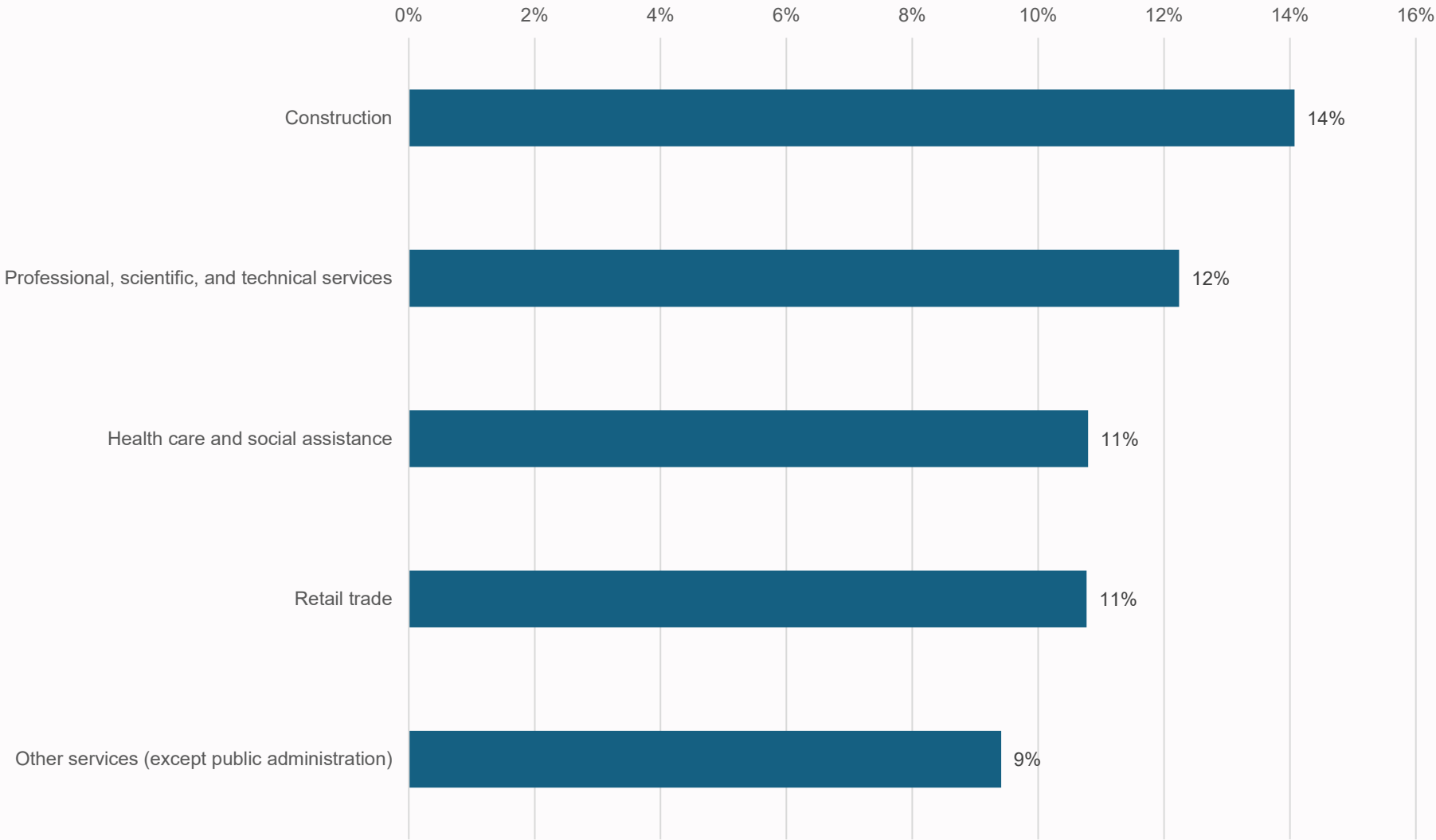
# District 4: Literacy

CODI - Early Childhood  
Education map



# District 4: Economy

Business Makeup Chart





# District 4: Economy



31% of houses valued at \$450,000 or above

- 64% owner-occupied
- 36% renter-occupied

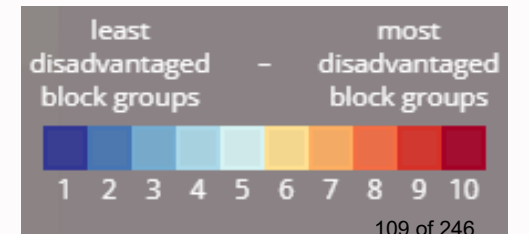
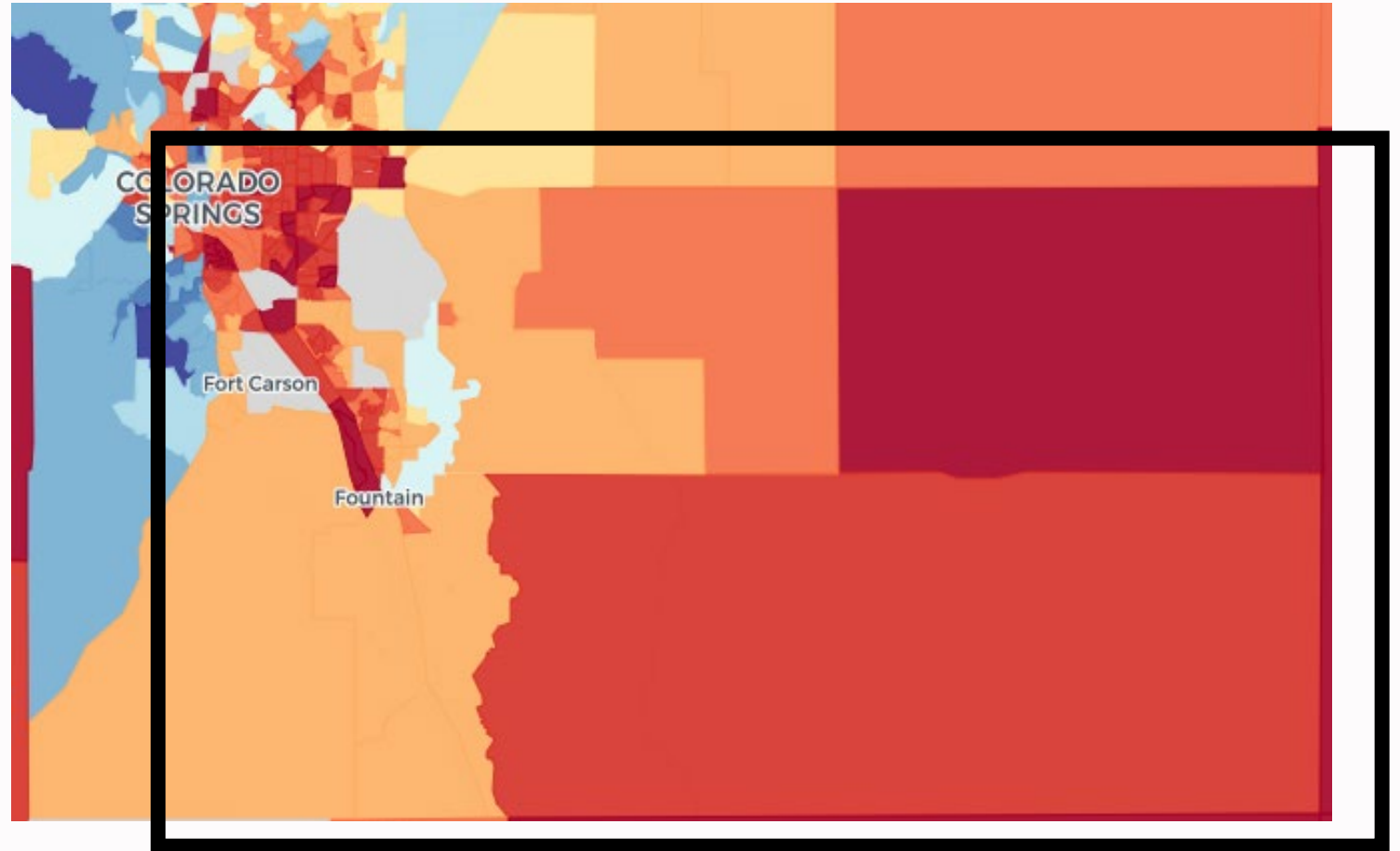


21% of households have an estimated household income above \$99,999



# District 4: Economy

Area Deprivation Index

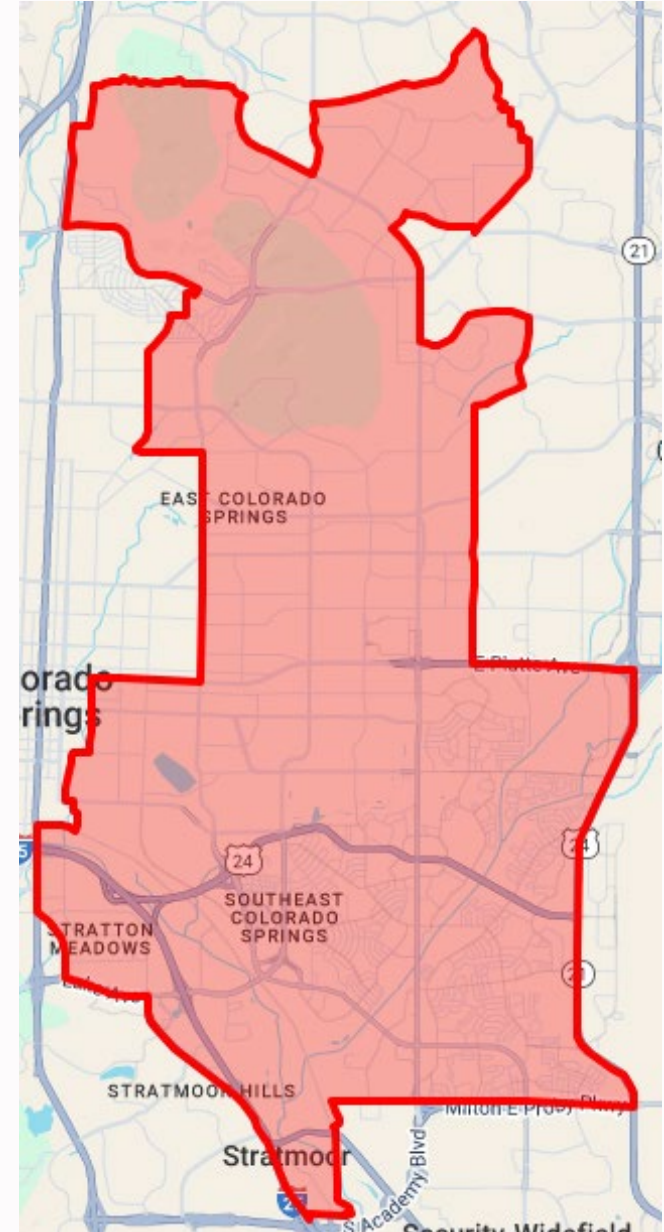


# District 5

## Commissioner: Lauren Nelson

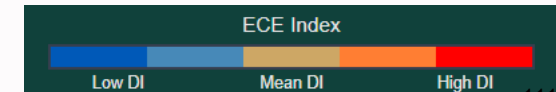
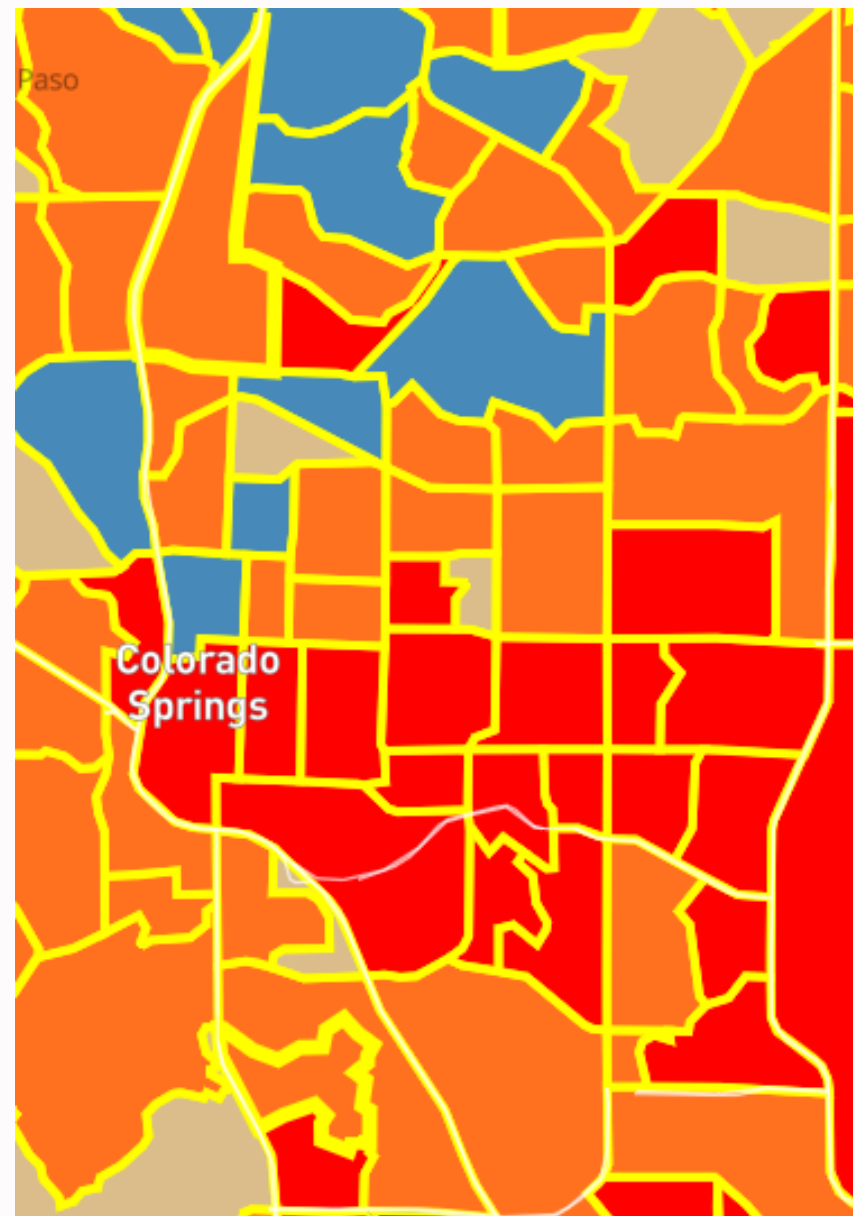
PPLD Libraries in District 5:

- Sand Creek Library



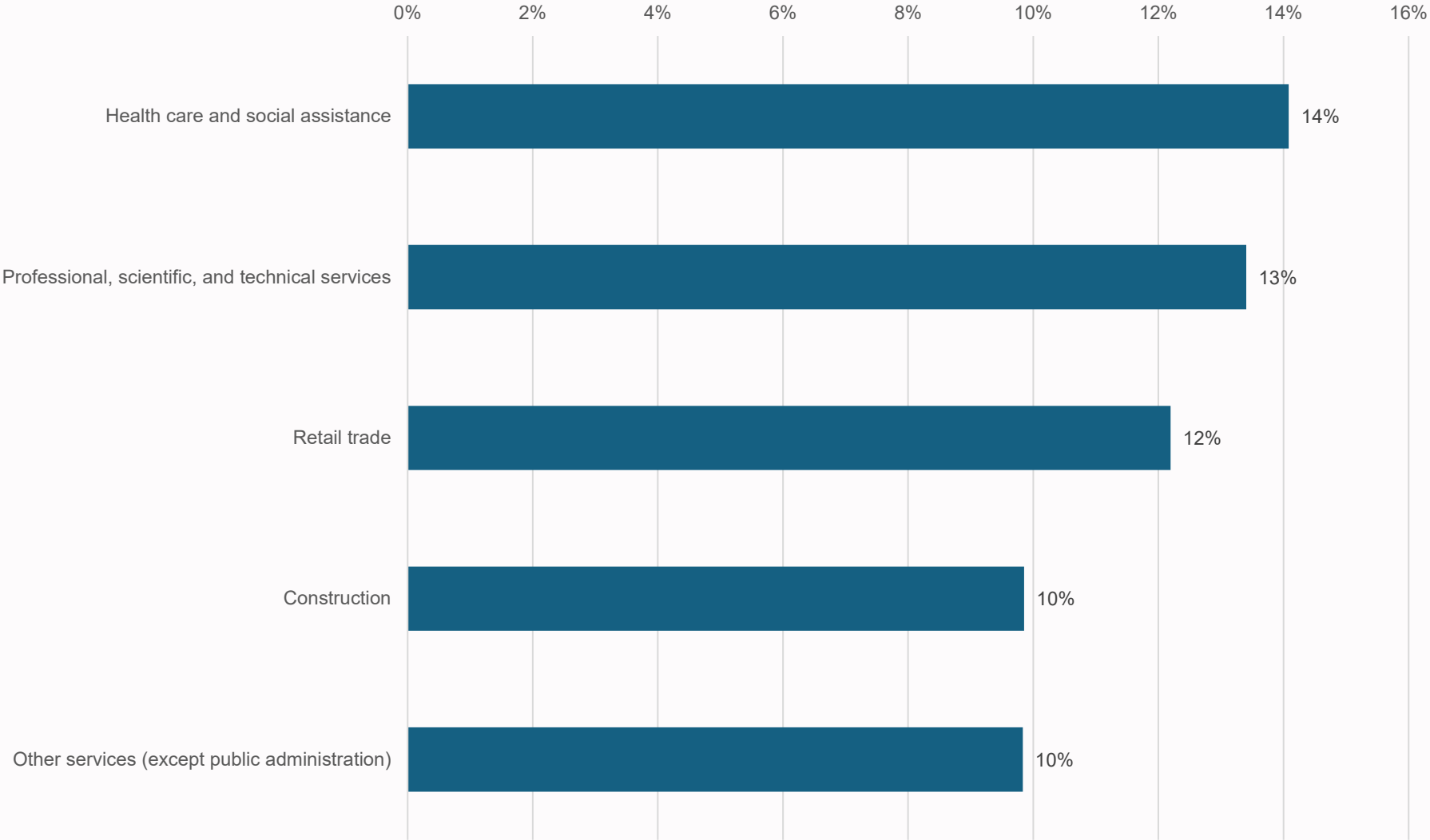
# District 5: Literacy

CODI - Early Childhood  
Education map



# District 5: Economy

Business Makeup Chart



# District 5: Economy



18% of houses valued at \$450,000 or above

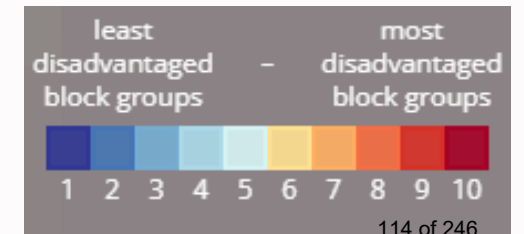
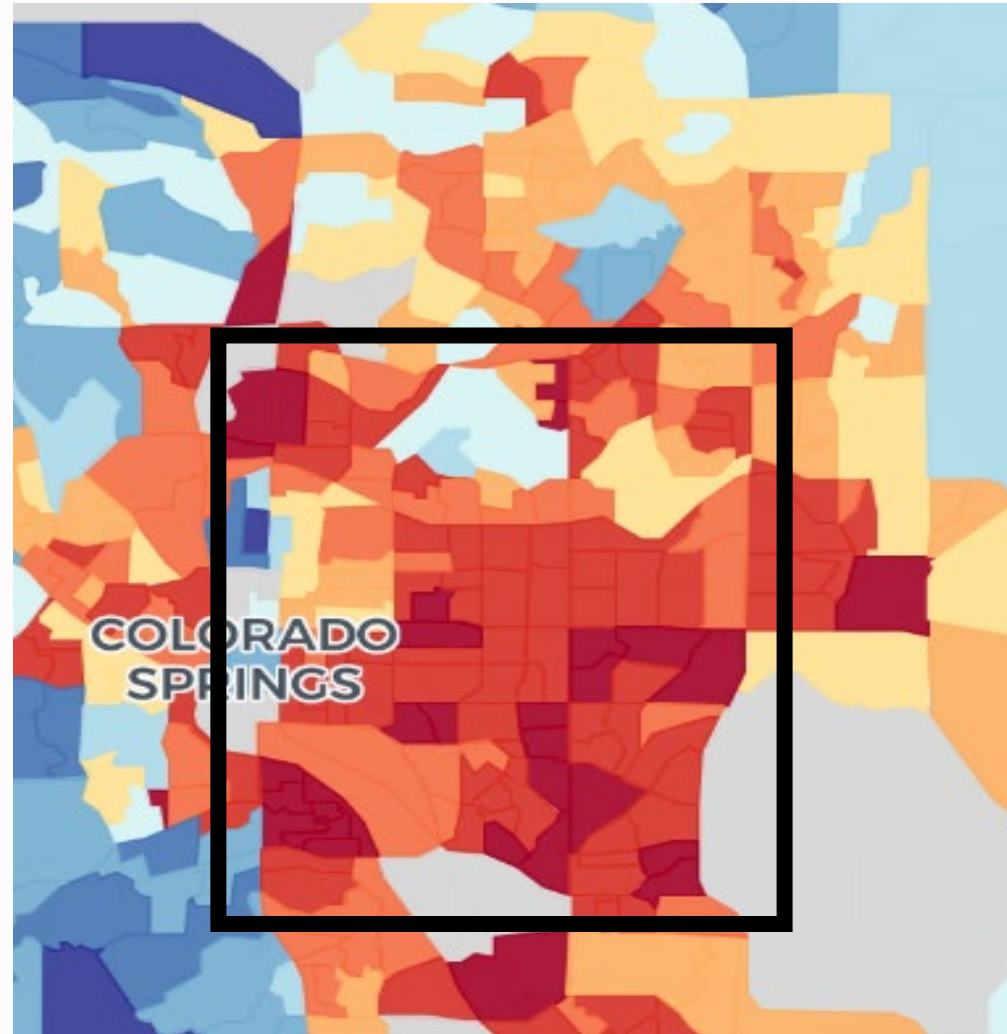
- 57% owner-occupied
- 43% renter-occupied



11% of households have an estimated household income above \$99,999

# District 5: Economy

Area Deprivation Index





# Questions?

**BOARD OF TRUSTEES SPECIAL MEETING**

President Julie Smyth, Vice President Aaron Salt, Secretary/Treasurer Scott Taylor, Erin Bents, Angela Dougan, Debbie English, Kenny Kuniyuki

Chief Executive Officer (CEO) Teona Shainidze-Krebs, Chief Communications & Marketing Officer Denise Abbott, Chief Facilities & Security Officer (CFSO) Michael Brantner, Executive Assistant Laura Foster, Chief Financial Officer (CFO) Kim Hoggatt, Chief Operating Officer (COO) Heather Laslie, Deputy Chief Executive Officer (CEO) Tammy Sayles, Interim Chief Information Technology Officer Dan Stone, Director of Security Tess Warren,

**CALL TO ORDER**

President Julie Smyth called the Pikes Peak Library District Board of Trustees Special Meeting to order at 5:02 p.m.

**BUSINESS ITEMS**

**2026 Preliminary budget**

CEO Teona Shainidze-Krebs shared a reminder that as a preliminary budget, details shared today will change before the final budget is submitted in December 2025.

CFO Kim Hoggatt highlighted the following in the preliminary 2026 budget:

- Addition of 8 positions for the District.
- Overall increase of \$4.8 million for the top three expenditure categories of staff, building & vehicle maintenance, and the collection.

The \$2 million received from El Paso County, currently reflected in the Unassigned fund, must be returned, possibly to include interest charges. The Unassigned fund is projected to have a \$9 million balance.

A Clarification was made that the \$3.9 listed in the Capital fund is unreserved funds (cannot be used for anything else).

2026 Collection is at 13% of the total budget (physical materials purchases are suspended during the Integrated Library System (ILS) transition. Purchasing will restart after the ILS is launched.

\$2 million will be cut from the requested budget, primarily IT and Facilities projects. Working with the Colorado Energy office will have an impact on expenditures.

Changes with Colorado Springs Utilities will impact PPLD expenditures.

The Monument landlord and Ismet Sahin have been asked to provide 1,3, & 5-year rental options.

A change to PPLD's room reservation system (Library Market) is being considered in hopes of acquiring a system that will link with the ILS.

How do additional revenues impact Tabor cap? What supplemental revenues can we consider? CEO Teona Shainidze-Krebs will investigate these questions with legal counsel.

Identify what a bond issue would cover before considering going on the ballot.

There are Colorado Library Districts that are closing libraries and cutting unfilled positions to avoid laying off staff.

**Adjournment**

There being no further business to discuss, President Julie Smyth adjourned the Pikes Peak Library District Special Meeting at 6:02 p.m.





June 27, 2025

*Via Email and Certified Mail, Return Receipt Requested*

Pikes Peak Library District (Library 21 C)

1175 Chapel Hills Dr.

Colorado Springs, CO 80920

Attention: Randall Green, Chief Financial Officer

Teona Shainidze-Krebs, Chief Librarian and Chief Executive Officer

Re: Notice of Proposed Odyssey at North Weber Urban Renewal Plan and Proposed Tax Sharing Agreement

Dear Mrs. Shainidze-Krebs and Mr. Green:

The Board of Commissioners of the Colorado Springs Urban Renewal Authority ("CSURA") is considering a proposed urban renewal project in the N. Nevada "influence zone area" that was recently studied by the Urban Land Institute. The Odyssey at North Weber proposed Urban Renewal Area ("URA" or "Plan Area") is comprised of two parcels that are both currently vacant with approximately 4.4 acres of land adjacent right of way (ROW). The boundaries of the Plan Area to which this Plan applies include North Weber Street to the west, Cragmor Road to the east, and Mount View Lane to the south. The goal is to construct a residential apartment project along with associated site improvements likely to include sidewalks, stormwater, utilities, landscaping, and the reconstruction of Cragmor Road with a cul-de-sac. There will be a total of approximately 120 units across 10 structures with a mix of one-, two-, and three-bedroom units. The development will be low scale (i.e., generally three stories) with surface parking. All the units will be restricted to households earning between 80 percent and 120 percent of area median income.

As of 2016, changes to the Colorado Urban Renewal Law require the CSURA to notify the taxing entities whose incremental property taxes would be allocated pursuant to any urban renewal plan before any such plan may be approved by the City Council. The area within the proposed Odyssey at North Weber Urban Renewal Plan (the "Plan") is located within the city of Colorado Springs and would allocate property tax increment generated by the project from taxing entities including PPLD. This letter constitutes notice of the proposed Plan pursuant to CSURA's obligations under C.R.S. § 31-25-107(9.5)(a).

Enclosed herewith please find (i) a copy of the Tax Forecast and County Impact Report for the Odyssey at North Weber Urban Renewal Area in Colorado Springs, Colorado prepared by EPS Consulting, (ii) the proposed Property Tax Increment Revenue Agreement between the CSURA and PPLD and (iii) a copy of the proposed Plan. CSURA believes the implementation of the Plan would eliminate blight within the Plan area and will be of benefit to all. Please let me know if you would like to discuss the Plan and the proposed agreement further.

Sincerely,

Jariah Walker

Executive Director, Colorado Springs Urban Renewal Authority

Enclosures

Office: 30 South Nevada Avenue • Suite 603 • Colorado Springs, CO 80903

Mailing Address: P.O. Box 1575 • Mail Code 628 • Colorado Springs, CO 80901-1575

Phone: 719-385-5714 • Fax: 719-633-6138

Pikes Peak Library District Board of Trustees  
October 15, 2025

website: [www.CSURA.org](http://www.CSURA.org)

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PROPERTY TAX INCREMENT REVENUE AGREEMENT  
(Pikes Peak Library District)  
(Odyssey at North Weber Urban Renewal Plan)

This Property Tax Increment Revenue Agreement (the “Agreement”) is entered into as of \_\_\_\_\_, 2025 (the “Effective Date”) by and between the COLORADO SPRINGS URBAN RENEWAL AUTHORITY, a body corporate and politic of the State of Colorado (the “Authority”), whose address is 30 South Nevada Avenue, Colorado Springs, Colorado 80903, and the PIKES PEAK LIBRARY DISTRICT, a political subdivision of the State of Colorado (the “Library District”), whose address is 12 North Cascade Avenue, Colorado Springs, Colorado 80903. The Authority and the Library District are referred to herein individually as a “Party” and collectively as the “Parties.”

RECITALS.

The following recitals are incorporated in and made a part of this Agreement. Capitalized terms used herein and not otherwise defined are defined in Section 1 below.

A. Proposed Redevelopment. The Parties have been advised that the real property described in Exhibit A (the “Property”) lying within the corporate limits of the City of Colorado Springs, Colorado (the “City”) is being studied for designation as an urban renewal area to be redeveloped by one or more developers and/or property owner(s) as a workforce housing development that will eliminate existing blighted conditions which constitute threats to the health, safety and welfare of the community and barriers to development.

B. Urban Renewal and Tax Increment Financing. To accomplish the proposed redevelopment and to provide certain required public improvements, the Authority has recommended inclusion of the Property in a proposed urban renewal plan, entitled as the Odyssey at North Weber Urban Renewal Plan” (the “Plan” or “Urban Renewal Plan”) authorizing and utilizing tax increment financing in accordance with the Colorado Urban Renewal Law, Part 1 of Article 25 of Title 31, C.R.S. (the “Act”), to pay Eligible Costs of the Improvements. The proposed Plan that includes the Property has been provided to the Library District under separate cover. The final Plan approved by the City Council of the City shall be the “Plan” for purposes of this Agreement.

C. Nature of Urban Renewal Project and Purpose of Agreement. The proposed Urban Renewal Project consists of designing, developing and constructing the Improvements (which includes paying the Eligible Costs of public improvements) necessary to serve the proposed Urban Renewal Area and to comply with §31-25-107(4)(g) of the Act that requires the Plan to afford maximum opportunity, consistent with the sound needs of the municipality as a whole, for the rehabilitation or redevelopment of the Urban Renewal Area by private enterprise. Approval of the Urban Renewal Plan is subject to recent legislation, including requirements imposed by HB 15-1348 for new urban renewal plans adopted after January 1, 2016.

D. Impact Report. The Authority has submitted to the Library District a copy of the Impact Report required to be submitted to the County by §31-25-107(3.5) of the Act, which includes a tax forecast for the Library District.

E. Colorado Urban Renewal Law. In accordance with the Act as amended to the date of this Agreement (including the requirements of HB 15-1348 and SB 18-248), the Parties desire to enter into this Agreement to facilitate adoption of the Plan and redevelopment of the proposed Urban Renewal Area described therein. The Agreement addresses, among other things, the estimated impacts of the Urban Renewal Plan on Library District services associated solely with the Urban Renewal Plan.

## AGREEMENT

NOW, THEREFORE, in consideration of the covenants, promises and agreements of each of the Parties hereto, to be kept and performed by each of them, it is agreed by and between the Parties hereto as set forth herein.

1. DEFINITIONS. As used in this Agreement:

1.1. “Act” means the Colorado Urban Renewal Law, Part 1 of Article 25 of Title 31, C.R.S.

1.2. “Agreement” means this Agreement, as it may be amended or supplemented in writing. References to sections or exhibits are to this Agreement unless otherwise qualified.

1.3. “Authority” means the Party described in the Preamble to this Agreement, the Colorado Springs Urban Renewal Authority, a body corporate and politic of the State of Colorado.

1.4. “Bonds” shall have the same meaning as defined in §31-25-103 of the Act.

1.5. “City” means the City Of Colorado Springs, Colorado, a political subdivision of the State of Colorado.

1.6. “Library District Property Tax Increment Revenues” means the portion of Property Tax Increment Revenues generated by the Library District’s mill levy received by the Authority from the El Paso County Treasurer and paid into the Special Fund as specified in Section 3.1.

1.7. “Duration” means the twenty-five (25) year period that the tax increment or tax allocation provisions will be in effect as specified in §31-25-107(9)(a) of the Act, the Plan, and the Impact Report.

1.8. “Eligible Costs” means those costs eligible to be paid or reimbursed from the Property Tax Increment Revenues pursuant to the Act.

1.9. “Future Mill Levy” has the meaning set forth in Section 3.2.

1.10. “Impact Report” means the impact report setting forth the burdens and benefits of the Urban Renewal Project previously submitted to the Library District.

1.11. “Improvements” means the public improvements and private improvements to be constructed on the Property pursuant to the Plan.

1.12. “Party” or “Parties” means the Authority or the Library District or both and their lawful successors and assigns.

1.13. “Plan” means the urban renewal plan defined in Recital B above.

1.14. “Project” shall have the same meaning as Urban Renewal Project.

1.15. “Property Tax Increment Revenues” means all the TIF revenues derived from ad valorem property tax levies described in §31-25-107(9)(a)(II) of the Act allocated to the Special Fund for the Duration of the Urban Renewal Project.

1.16. “Special Fund” means the fund described in the Plan and §31-25-107(9)(a)(II) of the Act into which the Property Tax Increment Revenues will be deposited.

1.17. “TIF” means the property tax increment portion of the property tax assessment roll described in §31-25-107(9)(a)(II) of the Act.

1.18. “Urban Renewal Area” means the area included in the boundaries of the Plan.

1.19. “Urban Renewal Plan” means the urban renewal plan defined in Recital B above.

1.20. “Urban Renewal Project” means all undertakings and activities, or any combination thereof, required to carry out the Urban Renewal Plan pursuant to the Act.

2. Impact Report. The Parties acknowledge and agree that the Impact Report addresses the following information and hereby make and adopt the following findings relating to the Impact Report:

(a) The Urban Renewal Project is projected to create significant new employment opportunities and other benefits as specified in the Impact Report that will benefit the Parties, the region, and the State of Colorado.

(b) The Duration of time estimated to complete the Urban Renewal Project is the twenty-five (25) year period of time specified in §31-25-107(9)(a) of the Act.

(c) The estimated annual Property Tax Increment Revenue to be generated by the Urban Renewal Project for the Duration of the Urban Renewal Project and the portion of such Property Tax Increment Revenue to be allocated to fund the Urban Renewal Project are set forth in this Agreement and the Impact Report.

(d) The nature and relative size of the revenue and other benefits expected to accrue to the City, the Library District, and other taxing entities that levy property taxes in the Urban Renewal Area are set forth in the Impact Report and include, without limitation:

(i) The increase in base value resulting from biennial general reassessments for the Duration in accordance with §31-25-107(9)(e) of the Act;

- (ii) The benefit of improvements in the Urban Renewal Area to existing taxing entity infrastructure in accordance with §31-25-107(3.5) of the Act;
- (iii) The estimate of the impact of the Urban Renewal Project on Library District and taxing entity revenues in accordance with §31-25-107(3.5) of the Act;
- (iv) The cost of additional Library District and taxing body infrastructure and services required to serve development in the Urban Renewal Area in accordance with §31-25-107(3.5) of the Act;
- (v) The capital or operating costs of the Parties, the City, and other taxing bodies that are expected to result from the Urban Renewal Project in accordance with HB 15-1348;
- (vi) The legal limitations on the use of revenues belonging to the Parties, the City, and any taxing entity in accordance with HB 15-1348 and SB 18-248; and
- (vii) The other estimated impacts of the Urban Renewal Project on Library District and other taxing body services or revenues in accordance with §31-25-107(3.5) of the Act.

3. RETENTION OF PROPERTY TAX INCREMENT REVENUES. In compliance with the requirements of HB 15-1348 and SB 18-248, the Parties have negotiated and agreed to the sharing of Property Tax Increment Revenues as set forth herein.

3.1. Library District Property Tax Increment Revenues. The Library District and the Authority agree that the Authority may retain and expend in furtherance of the Urban Renewal Project one hundred percent (100%) of the Library District Property Tax Increment Revenues, commencing on the date of approval by the City of the Plan, and lasting for the Duration.

3.2. Mill Levy Allocation. If the Library District's eligible electors approve a new or increased mill levy for any lawful purpose ("Future Mill Levy"), any revenue derived from the Future Mill Levy shall not be considered part of the Library District Property Tax Increment Revenues. Rather, upon approval by the eligible electors of the Library District of a Future Mill Levy, the Library District shall provide notification of the same to the Authority. From the date of such notice until the Duration has expired, the Authority shall annually deduct from the Property Tax Increment Revenue it receives any revenues attributable to the Future Mill Levy, as applicable, and shall remit such revenues to the Library District.

4. PLEDGE OF PROPERTY TAX INCREMENT REVENUES. The Library District recognizes and agrees that in reliance on this Agreement and in accordance with the provisions of §31-25-109(12) of the Act, the adoption and approval of the Plan includes an irrevocable pledge of all of the Property Tax Increment Revenues, including the Library District Property Tax Increment Revenues, to pay the Authority's Bonds and other financial obligations in connection with the Urban Renewal Project. The Authority has elected to apply the provisions of §11-57-208, C.R.S., to this Agreement. The Property Tax Increment Revenues, when and as received by the Authority are and shall be subject to the lien of such pledge without any physical delivery, filing,

or further act and are and shall be an obligation of the Parties pursuant to §31-25-107(9) of the Act. The Parties agree that the creation, perfection, enforcement and priority of the pledge of the Property Tax Increment Revenues as provided herein shall be governed by §11-57-208, C.R.S. The lien of such pledge on the Property Tax Increment Revenues shall have priority over any of all other obligations and liabilities of the Parties with respect to the Property Tax Increment Revenues.

5. NOTIFICATION OF PROPOSED MODIFICATIONS OF THE PLAN; AGREEMENT NOT PART OF PLAN. The Authority agrees to notify the Library District of any intended modification of the Plan as required by §31-25-107(7) of the Act. This Agreement is not part of the Plan.

6. WAIVER. Except for the notices required by this Agreement, the Library District, as authorized by §31-25-107(9.5)(b) and §31-25-107(11) of the Act, hereby waives any provision of the Act that provides for notice to the Library District, requires any filing with or by the Library District, requires or permits consent from the Library District, and provides any enforcement right to the Library District for the Duration, provided, however, that the Library District shall have the right to enforce this Agreement.

7. LIMITATION OF AGREEMENT. This Agreement applies only to the Library District Property Tax Increment Revenues, as calculated, produced, collected and paid to the Authority from the Urban Renewal Area by the El Paso County Treasurer in accordance with §31-25-107(9)(a)(II) of the Act and the rules and regulations of the Property Tax Administrator of the State of Colorado, and does not include any other revenues of the City or the Authority.

8. MISCELLANEOUS.

8.1. Delays. Any delays in or failure of performance by any Party of its obligations under this Agreement shall be excused if such delays or failure are a result of acts of God; fires; floods; earthquake; abnormal weather; strikes; labor disputes; accidents; regulation or order of civil or military authorities; shortages of labor or materials; or other causes, similar or dissimilar, including economic downturns, which are beyond the control of such Party.

8.2. Termination and Subsequent Legislation or Litigation. In the event of termination of the Plan, including its TIF financing component, the Authority may terminate this Agreement by delivering written notice to the Library District. The Parties further agree that in the event legislation is adopted or a decision by a court of competent jurisdiction after the Effective Date of this Agreement that invalidates or materially effects any provisions hereof, the Parties will in good faith negotiate for an amendment to this Agreement that most fully implements the original intent, purpose and provisions of this Agreement, but does not impair any otherwise valid contracts in effect at such time.

8.3. Entire Agreement. This instrument embodies the entire agreement of the Parties with respect to the subject matter hereof. There are no promises, terms, conditions, or obligations other than those contained herein; and this Agreement shall supersede all previous communications, representations, or agreements, either verbal or written, between the Parties hereto. No modification to this Agreement shall be valid unless agreed to in writing by the Parties.

8.4. Binding Effect. This Agreement shall inure to the benefit of and be binding upon the Parties and their successors in interest.

8.5. No Third-Party Enforcement. It is expressly understood and agreed that the enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the undersigned Parties and nothing in this agreement shall give or allow any claim or right of action whatsoever by any other person not included in this Agreement. It is the express intention of the undersigned Parties that any person or entity other than the undersigned Parties receiving services or benefits under this Agreement shall be an incidental beneficiary only.

8.6. No Waiver of Immunities. Nothing in this Agreement shall be construed as a waiver of the rights and privileges of the Parties pursuant to the Colorado Governmental Immunity Act, § 24-10-101, et seq., C.R.S., as the same may be amended from time to time. No portion of this Agreement shall be deemed to have created a duty of care which did not previously exist with respect to any person not a party to this agreement.

8.7. Amendment. This Agreement may be amended only by an instrument in writing signed by the Parties.

8.8. Parties not Partners. Notwithstanding any language in this Agreement or any other agreement, representation, or warranty to the contrary, the Parties shall not be deemed to be partners or joint venturers, and no Party shall be responsible for any debt or liability of any other Party.

8.9. Interpretation. All references herein to Bonds shall be interpreted to include the incurrence of debt by the Authority in any form consistent with the definition of “Bonds” in the Act, including payment of Eligible Costs or any other lawful financing obligation.

8.10. Incorporation of Recitals and Exhibits. The provisions of the Recitals and the Exhibits attached to this Agreement are incorporated in and made a part of this Agreement.

8.11. No Assignment. No Party may assign any of its rights or obligations under this Agreement.

8.12. Section Captions. The captions of the sections are set forth only for the convenience and reference of the Parties and are not intended in any way to define, limit, or describe the scope or intent of this Agreement.

8.13. Execution in Counterparts. This Agreement may be executed in several counterparts, each of which shall be deemed an original and all of which shall constitute but one and the same instrument.

8.14. Governing Law. This Agreement and the provisions hereof shall be governed by and construed in accordance with the laws of the State of Colorado.

8.15. No Presumption. The Parties to this Agreement and their attorneys have had a full opportunity to review and participate in the drafting of the final form of this Agreement.

Accordingly, this Agreement shall be construed without regard to any presumption or other rule of construction against the Party causing the Agreement to be drafted.

8.16. Notices. Any notice required by this Agreement shall be in writing. All notices, demands, requests and other communications required or permitted hereunder shall be in writing, and shall be (a) personally delivered with a written receipt of delivery; (b) sent by a nationally-recognized overnight delivery service requiring a written acknowledgement of receipt or providing a certification of delivery or attempted delivery; (c) sent by certified or registered mail, return receipt requested; or (d) sent by confirmed facsimile transmission or electronic delivery with an original copy thereof transmitted to the recipient by one of the means described in subsections (a) through (c) no later than 5 business days thereafter. All notices shall be deemed effective when actually delivered as documented in a delivery receipt; provided, however, that if the notice was sent by overnight courier or mail as aforesaid and is affirmatively refused or cannot be delivered during customary business hours by reason of the absence of a signatory to acknowledge receipt, or by reason of a change of address with respect to which the addressor did not have either knowledge or written notice delivered in accordance with this paragraph, then the first attempted delivery shall be deemed to constitute delivery. Each Party shall be entitled to change its address for notices from time to time by delivering to the other Party notice thereof in the manner herein provided for the delivery of notices. All notices shall be sent to the addressee at its address set forth in the Preamble to this Agreement.

8.17. Days. If the day for any performance or event provided for herein is a Saturday, a Sunday, a day on which national banks are not open for the regular transactions of business, or a legal holiday pursuant to C.R.S. § 24-11-101(1), such day shall be extended until the next day on which such banks and state offices are open for the transaction of business.

8.18. Authority. The persons executing this Agreement on behalf of the Parties covenant and warrant that each is fully authorized to execute this Agreement on behalf of such Party.

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IN WITNESS WHEREOF, the Authority and the Library District have caused their duly authorized officials to execute this Agreement effective as of the Effective Date.

PIKES PEAK LIBRARY DISTRICT, a political  
subdivision of the State of Colorado

By: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_

COLORADO SPRINGS URBAN RENEWAL  
AUTHORITY, a body corporate and politic of the  
State of Colorado

By: \_\_\_\_\_  
Title: \_\_\_\_\_

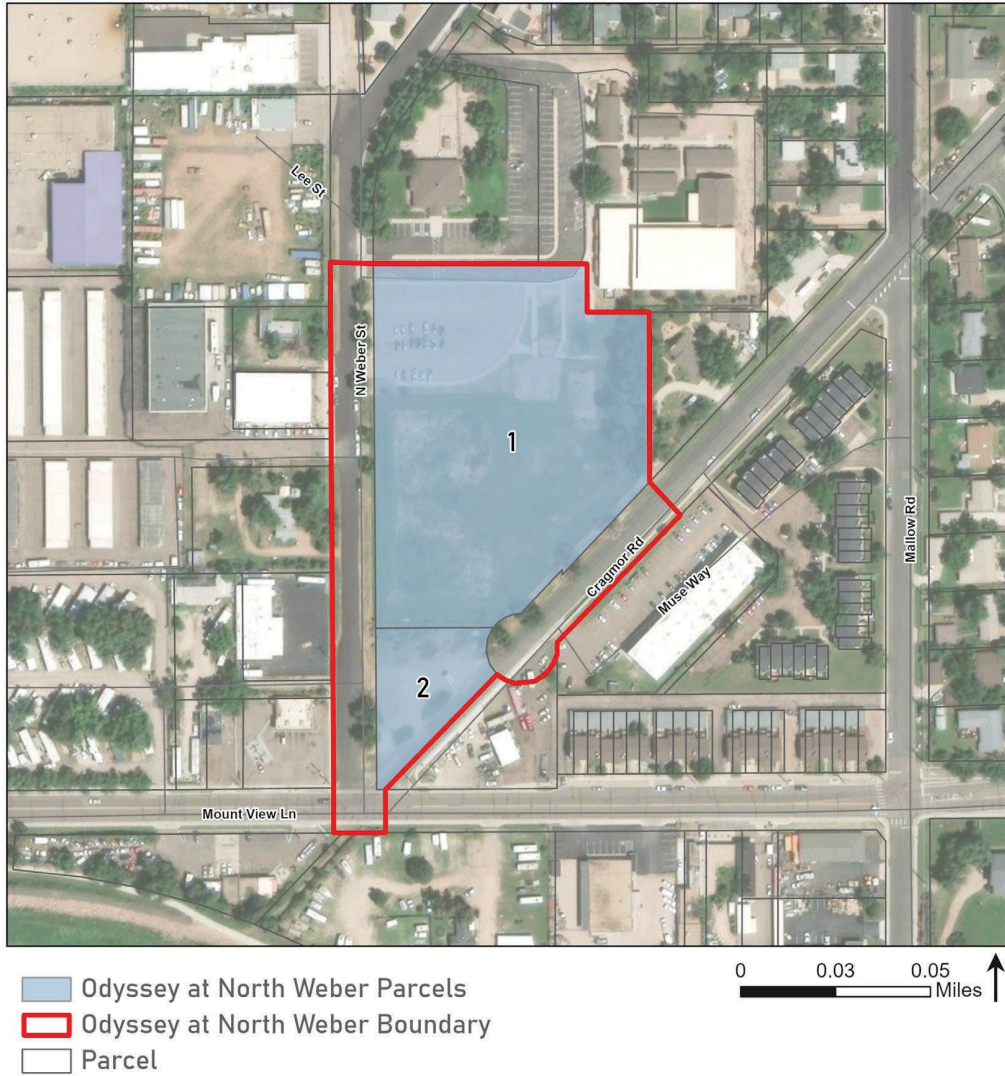
ATTEST:

By: \_\_\_\_\_

## Exhibit A

### The Property:

### Odyssey at North Weber Urban Renewal Plan Area





# ODYSSEY AT NORTH WEBER URBAN RENEWAL PLAN

DRAFT REPORT

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**Prepared for:**

Colorado Springs Urban Renewal Authority

**Prepared by:**

Economic & Planning Systems, Inc.

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May 30, 2025

EPS #243145



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# 1. Introduction

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## **Preface**

This Odyssey at North Weber Urban Renewal Plan (“Plan” or the “Urban Renewal Plan”) has been prepared for the City of Colorado Springs, Colorado, a home rule municipal corporation of the State of Colorado (the “City”). The Plan will be carried out by the Colorado Springs Urban Renewal Authority (the “Authority” or “CSURA”), pursuant to the provisions of the Urban Renewal Law of the State of Colorado, Part 1 of Article 25 of Title 31, Colorado Revised Statutes, 1973, as amended to date (the “Act”). The administration and implementation of this Plan, including the preparation and execution of any documents implementing it, shall be performed by the Authority.

## **Blight Findings**

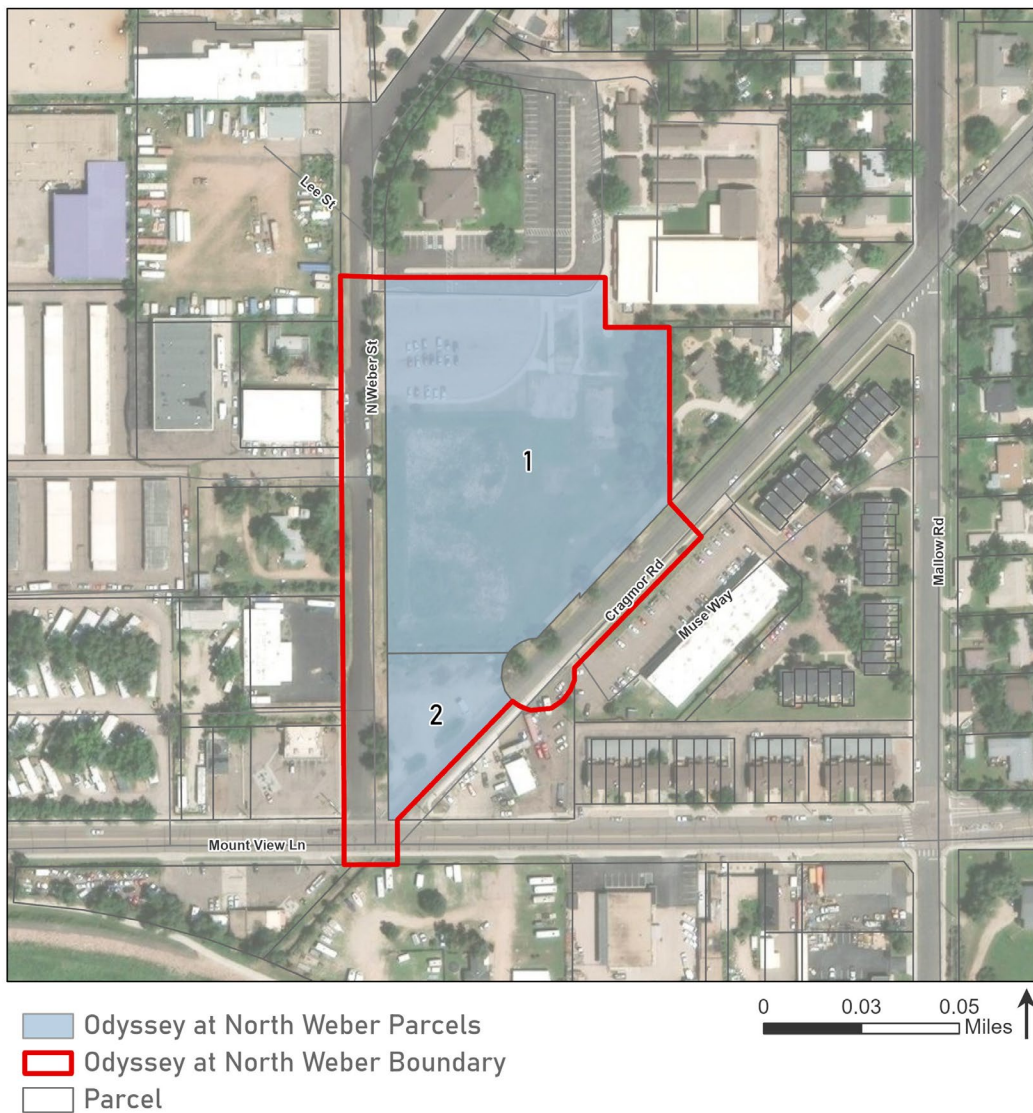
Under the Act, an urban renewal area is a blighted area, as defined by the Act, and has been designated as appropriate for an urban renewal project by the City Council of the City (the “City Council”). In each urban renewal area, conditions of blight must be present, and the City Council must find that the presence of those conditions of blight substantially impair or arrest the sound growth of the municipality or constitutes an economic or social liability, and is a menace to the public health, safety, morals, or welfare in order for the Authority to exercise its powers.

The Odyssey at North Weber Conditions Survey prepared by Economic & Planning Systems (EPS) in May 2025 (“Conditions Survey”) was provided to the Authority under separate cover and demonstrates that the Odyssey at North Weber Study Area (“Study Area”), as defined in the Conditions Study, is eligible to be declared a blighted area by the City Council under the Act. The Conditions Survey identified and documented 5 of the 11 blight factors present in the Study Area. A description of the blight factors and observations is presented below in Chapter 4 of this report.

## Urban Renewal Area Boundaries

The Odyssey at North Weber Urban Renewal Area (“URA” or “Plan Area”) is located in the City of Colorado Springs in El Paso County. The Plan Area is comprised of two parcels that are both currently vacant with approximately 4.4 acres of land adjacent right of way (ROW). The boundaries of the Plan Area to which this Plan applies includes North Weber Street to the west, Cragmor Road to the east, and Mount View Lane to the south, as illustrated in red below in **Figure 1** and more particularly described on Exhibit A attached hereto and made a part of hereof.

**Figure 1. Odyssey at North Weber Urban Renewal Plan Area**





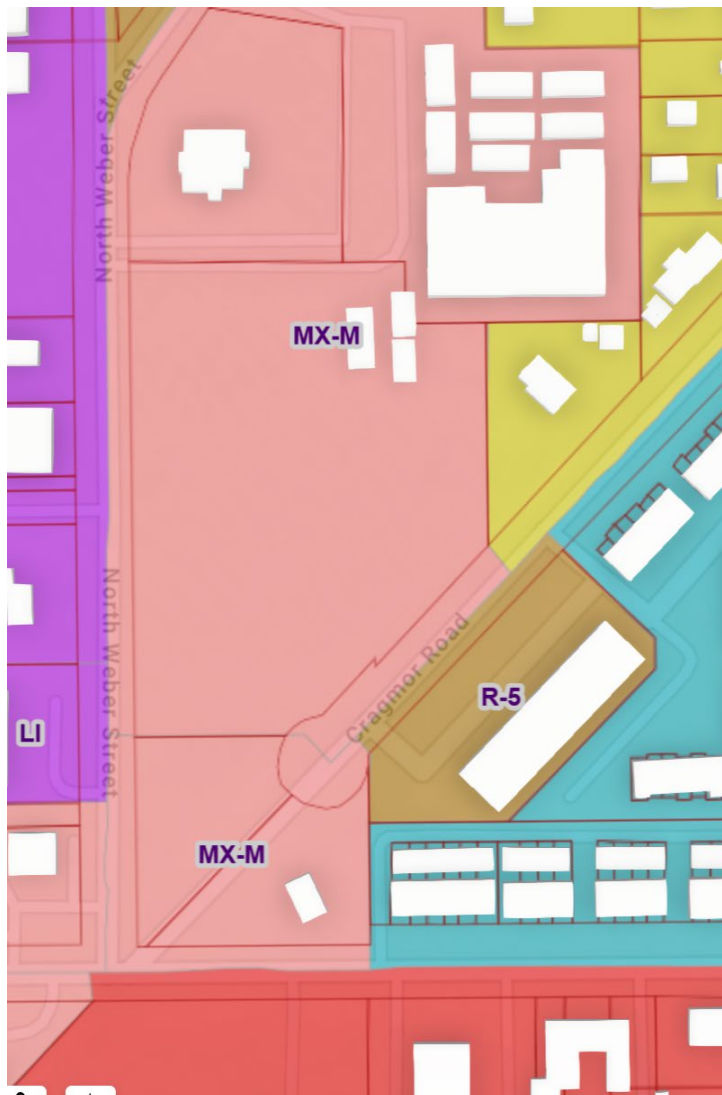
## Ownership

Both parcels are owned by “Weber Investors LLC.” This owner group anticipates being the developer for both sites, if approved.

## Zoning and Land Use

All properties within the Plan Area are currently vacant with no building improvements. The Plan Area is zoned as MX-M (Medium Use, Medium Scale), as shown in **Figure 2**. The MX-M zone district allows for a variety of land uses, including attached and multifamily dwellings. Single family units are allowed only with approval of conditional use, reflecting the higher density nature of this zone district. In addition to residential uses, the City allows for a wide range of retail uses and office, with a limited amount of industrial.

**Figure 2. Odyssey at North Weber Zoning**



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## 2. Definitions

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Terms used in this Plan are defined below and are representative of Urban Renewal Law C.R.S. 31-25-103.

**Act or Urban Renewal Law** – Urban Renewal Law of the State of Colorado, Colo. Rev. Stat. § 31-25-101 et seq.

**Available Property Tax Increment Revenues** – all Property Tax Increment Revenues available pursuant to the Tax Increment Financing provisions of the Act not payable to taxing bodies pursuant to agreements, if any, with the Authority or otherwise as provided in §31-25-107(9.5) of the Act. In the event that an agreement is reached with a taxing body pursuant to § 31-25-107(9.5) of the Act after the effective date of Plan approval by the City Council, the Property Tax Increment Revenues generated by said taxing body's mill levy shall become Available Property Tax Increment Revenues, and the addition of such revenue shall not be a substantial modification to this Plan.

**Available Revenues** – any and all revenues available to the Authority, including, without limitation, Available Property Tax Increment Revenues, any revenues available to the Authority from Districts, or any other source that are available under this Plan or otherwise under the Act.

**Bonds** – any bonds (including refunding bonds), notes, interim certificates or receipts, temporary bonds, certificates of indebtedness, debentures, or other obligations.

**District (or Districts)** – means a metropolitan district which is a quasi-municipal corporation and political subdivision of the State of Colorado organized under the Colorado Special District Act, 32-1-101, et seq., C.R.S., as from time to time amended, or a business improvement district which is a quasi-municipal corporation and political subdivision of the State of Colorado organized under the Colorado Business Improvement District Act, 31-25-1201, et seq., C.R.S., as from time to time amended, or any successor District or Districts thereto as may be approved by the City.

**Property Taxes** – means, without limitation, all levies to be made on an ad valorem basis by or for the benefit of any public body upon taxable real and personal property in the Plan Area.

**Property Tax Increment Revenues** – the property tax revenues allocated to the Authority pursuant to §31-25-107(9) of the Act and Chapter 7 of this Plan.

**Real Property** – lands, lands under water, structures, and any and all easements, franchises, incorporeal hereditaments, and every estate and right therein, legal and equitable, including terms for years and liens by way of judgment, mortgage, or otherwise.

**Redevelopment/Development Agreement** – one or more agreements between the Authority and developer(s) and/or property owners or such other individuals or entities as determined by the Authority to be essential to carry out the objectives of this Plan.

**Slum Area** – an area in which there is a predominance of buildings or improvements, whether residential or nonresidential, and which, by reason of dilapidation, deterioration, age or obsolescence, inadequate provision for ventilation, light, air, sanitation, or open spaces, high density of population and overcrowding, or the existence of conditions which endanger life or property by fire or other causes, or any combination of such factors, is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency, or crime and is detrimental to the public health, safety, morals, or welfare.

**Tax Increment Financing (TIF)** – the tax allocation financing as described in C.R.S. 31-25-107(9) of the Act as in effect on the date this Plan is approved by City Council.

**Urban Renewal Authority or Authority** – a corporate body organized pursuant to the provisions of the Act for the purposes, with the powers, and subject to the restrictions set forth in the Act.

**Urban Renewal Plan or Plan** – a plan, as it exists from time to time, for an urban renewal project, which plan conforms to a general or master plan for the physical development of the municipality as a whole and which is sufficiently complete to indicate such land acquisition, demolition and removal of structures, redevelopment, improvements, and rehabilitation as may be proposed to be carried out in the urban renewal area, zoning and planning changes, if any, land uses, maximum densities, building requirements, and the plan's relationship to definite local objectives respecting appropriate land uses, improved traffic, public transportation, public utilities, recreational and community facilities, and other public improvements.

**Urban Renewal Project** – undertakings and activities for the elimination and for the prevention of the development or spread of slums and blight and may involve slum clearance and redevelopment, or rehabilitation, or conservation, or any combination or part thereof, in accordance with an urban renewal plan.

### 3. Purpose

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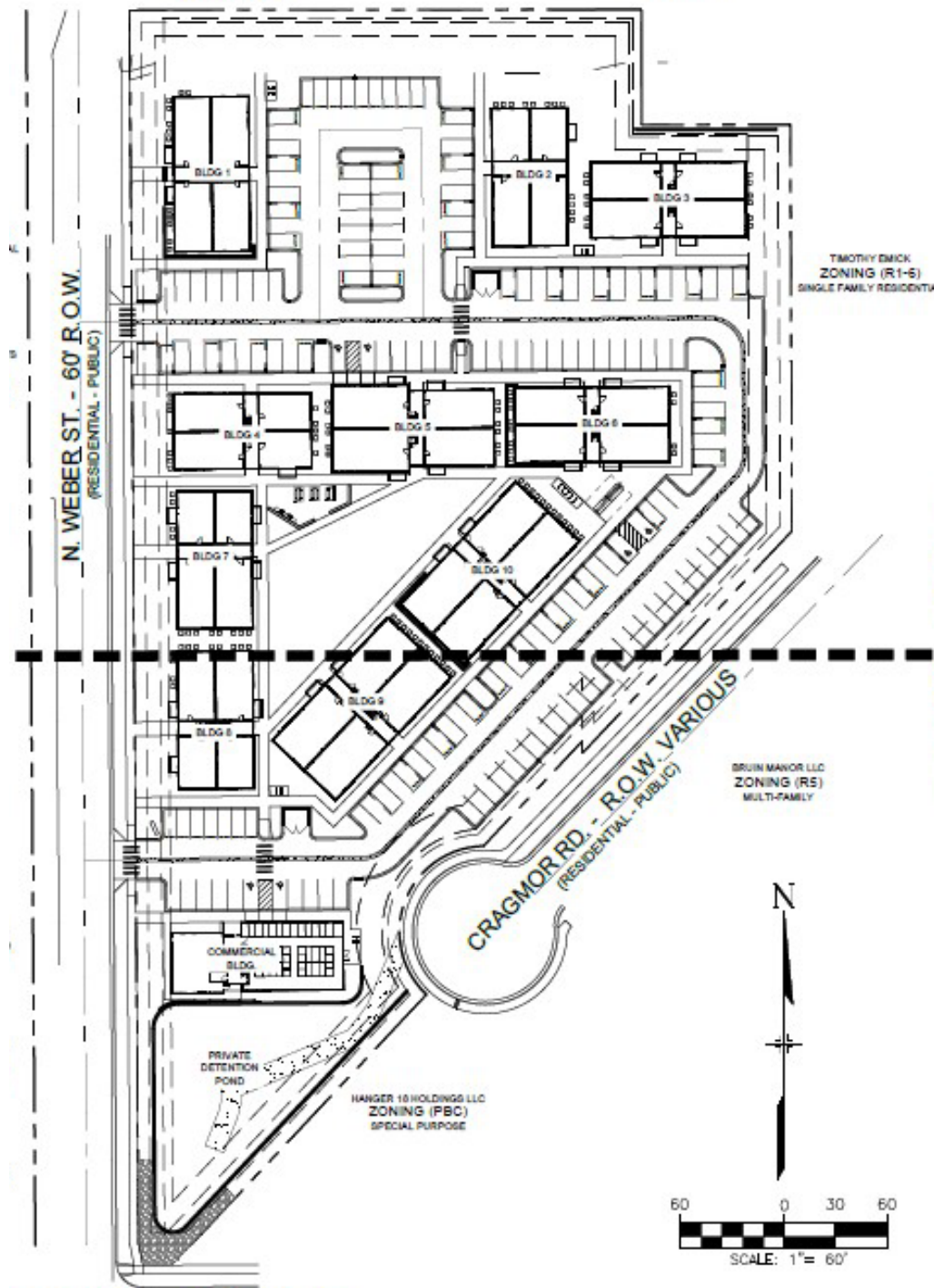
The purpose of this Plan is to reduce, eliminate, and prevent the spread of blight within the Plan Area through private development. The Plan sets goals to achieve this through implementing established objectives for the Plan Area and assisting with the eligible costs of redevelopment, promoting economic growth and private investment through the tools available within the context of urban renewal tools, laws, and guidelines, including, without limitation, tax increment financing (TIF).

Establishment of the Urban Renewal Area will take advantage of improving conditions and the upcoming development cycle by focusing urban renewal efforts in a small area for the duration in accordance with the mandates of the Act.

#### **Vision**

The vision of the Plan Area, as expressed by the developer, is to construct a residential apartment project along with associated site improvements likely to include sidewalks, stormwater, utilities, landscaping, and the reconstruction of Cragmor Road with a cul-de-sac. There will be a total of approximately 120 units across 10 structures with a mix of one-, two-, and three-bedroom units, as shown in Figure 3. The development will be low scale (i.e., generally three stories) with surface parking. All the units will be restricted to households earning between 80 percent and 120 percent of area median income (AMI), which will serve the local workforce. The exact number of units and unit mix for the development are subject to change.

Figure 3. Odyssey at North Weber Site Pan



## 4. Blight Conditions

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Before an urban renewal plan can be adopted by the City Council, there must be a determination that an area constitutes a blighted area. This determination depends upon the presence of several physical, environmental, and social factors. Blight is attributable to a range of conditions that, in combination, tend to accelerate the phenomenon of deterioration of an area. The definition of a blighted area is based upon the definition articulated in the Urban Renewal Law (C.R.S. § 31-25-103) as follows:

*“Blighted area” means an area that, in its present condition and use and, by reason of the presence of at least four of the following factors, substantially impairs or arrests the sound growth of the municipality, retards the provision of housing accommodations, or constitutes an economic or social liability, and is a menace to the public health, safety, morals, or welfare:*

- a. Slum, deteriorated, or deteriorating structures;*
- b. Predominance of defective or inadequate street layout;*
- c. Faulty lot layout in relation to size, adequacy, accessibility, or usefulness;*
- d. Unsanitary or unsafe conditions;*
- e. Deterioration of site or other improvements;*
- f. Unusual topography or inadequate public improvements or utilities;*
- g. Defective or unusual conditions of title rendering the title nonmarketable;*
- h. The existence of conditions that endanger life or property by fire and other causes;*
- i. Buildings that are unsafe or unhealthy for persons to live or work in because of building code violations, dilapidation, deterioration, defective design, physical construction, faulty or inadequate facilities;*
- j. Environmental contamination of buildings or property;*
- k.5 The existence of health, safety, or welfare factors requiring high levels of municipal services or substantial physical underutilization or vacancy of sites, building, or other improvements; or*
- l. If there is no objection by the property owner or owners and the tenant or tenants of such owner or owners, if any, to the inclusion of such property in an urban renewal area, "blighted area" also means an area that, in its present condition and use and, by reason of the presence of any one of the factors specified in paragraphs (a) to (k.5) of this subsection (2), substantially impairs or arrests the sound growth of*

*the municipality, retards the provision of housing accommodations, or constitutes an economic or social liability, and is a menace to the public health, safety, morals, or welfare. For purposes of this paragraph (l), the fact that an owner of an interest in such property does not object to the inclusion of such property in the urban renewal area does not mean that the owner has waived any rights of such owner in connection with laws governing condemnation.*

To use the powers of eminent domain, the definition of “blighted” is broadened to require that five of the eleven blight factors must be present (C.R.S. § 31-25-105.5(5)(a)):

*(a) “Blighted area” shall have the same meaning as set forth in section 31-25-103 (2); except that, for the purposes of this section only, “blighted area” means an area that, in its present condition and use and, by reason of the presence of at least five of the factors specified in section 31-25-103 (2)(a) to (2)(l), substantially impairs or arrests the sound growth of the municipality, retards the provision of housing accommodations, or constitutes an economic or social liability, and is a menace to the public health, safety, morals, or welfare.*

The methodology used to prepare the Conditions Survey for the Plan Area involved the following steps: (i) identify parcels to be included in the Plan Area; (ii) gather information about the properties and infrastructure within the Plan Area boundaries; (iii) evaluate evidence of blight through field reconnaissance; and (iv) record observed and documented conditions listed as blight factors in State Statute. The entire Conditions Survey is provided under separate cover.



## 5. Plan Goals and Conformance

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### Plan Goals and Objectives

The overall objective of this Plan is to remediate unfavorable existing conditions and prevent further deterioration by implementation of the relevant provisions contained in the following documents:

- Renew North Nevada Avenue Master Plan, 2017
- PlanCOS (City of Colorado Springs Comprehensive Plan), 2019
- HomeCOS (City of Colorado Springs Affordable and Attainable Housing Plan), 2020
- City of Colorado Springs Strategic Plan, 2020-2024

The Plan is intended to stimulate private sector development in the Plan Area with a combination of private investment and Authority financing. The Plan has the following objectives:

- Implement PlanCOS and HomeCOS
- Prevent and eliminate conditions of blight within the City of Colorado Springs
- Encourage and provide incentives for the private development of affordable housing
- Encourage the development of projects that would not otherwise be considered financially feasible without the participation of CSURA
- Enhance the current property tax revenue within the City and County with development that will increase the assessed valuation and provide additional sales tax collections throughout the city

### Plan Conformance

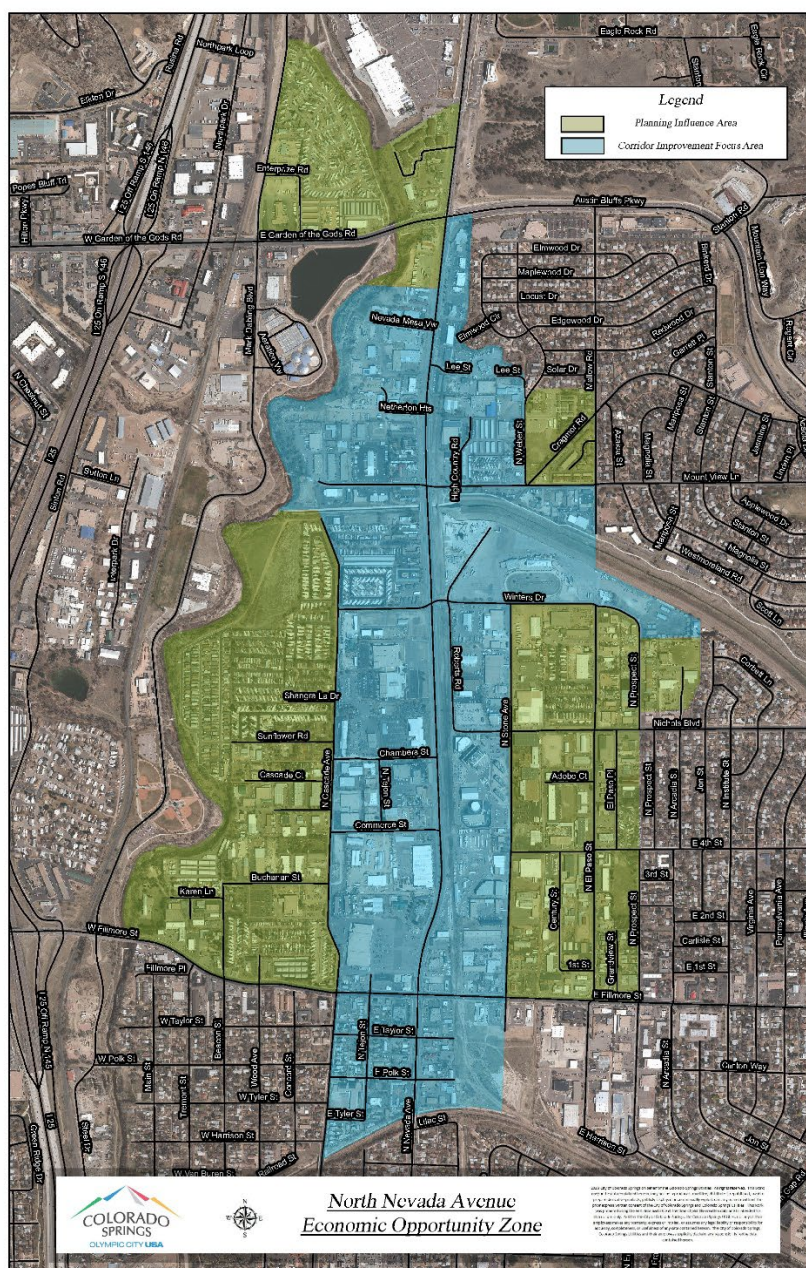
#### Urban Renewal Law

This Plan is in conformity with and subject to the applicable statutory requirements of the Urban Renewal Law.

# Renew North Nevada Avenue Master Plan

The Plan Area is within the Planning Influence Area of the North Nevada Avenue Corridor (Figure 4). While it is not within the focus area of the Master Plan, it is in the influence area and supports overall strategies of the Master Plan. The URA Plan supports the zoning strategy (6.1) with the development of multifamily residential, the affordable housing strategy (6.2) with the development of attainable/workforce housing, and the funding strategy (6.3) by establishing a new urban renewal project area.

### Figure 4. North Nevada Avenue



## PlanCOS

The City of Colorado Springs' adopted Comprehensive Plan, known as PlanCOS, describes the City's vision of creating a vibrant community organized around six themes of vibrant neighborhoods, unique places, thriving economy, strong connections, renowned culture, and majestic landscapes. This Plan is intended to implement PlanCOS and is in direct conformance with PlanCOS. The URA Plan supports two themes in PlanCOS of vibrant neighborhoods and unique places. The following excerpts from PlanCOS highlight the linkage between PlanCOS and this Plan under these two themes. These are representative excerpts, and not an all-inclusive list of relevant statements:

- **Vision Map** – The Plan Area in the PlanCOS Vision Map is within changing neighborhood.
- **Vibrant Neighborhoods Framework** – The Plan Area is located in Cragmoor Neighborhood identified as a changing neighborhood.
- **Goal VN-2** – Strive for a diversity of housing types, styles, and price points distributed throughout the city through a combination of supportive development standards, community partnerships, and appropriate zoning and density that is adaptable to market demands and housing needs.
- **Goal VN-3** – Through neighborhood plans, associations, and partnerships, empower neighborhoods to reinvest in order to create community, vibrancy, and to address their specific vision and needs.
- **Unique Places Framework** – The unique places framework shows the vision of unique places in the city and focuses on designing these places to be compatible with surrounding neighborhoods and business areas. The Plan Area is located within Cragmoor, which is identified as a neighborhood center. The goal of neighborhood centers is to provide a focal point for community life and services at a neighborhood scale.
- **Goal UP-2** – Embrace thoughtful, targeted, and forward-thinking changes in land use, infill, reinvestment, and redevelopment to respond to shifts in demographics, technology, and the market.
  - **Policy UP-2.A:** Support infill and land use investment throughout the mature and developed areas of the city.

## HomeCOS

The City of Colorado Springs adopted HomeCOS, a comprehensive affordable and attainable housing plan, in 2020. HomeCOS addresses the region's housing affordability challenges by analyzing the current housing needs and identifying strategies and tools to increase housing supply. This Plan will create new housing units at attainable rental rates, which directly supports and implements objective 2 in HomeCOS, which is to increase the supply of affordable rentals. Specific strategies this Plan supports include:

- **2A** – Create and implement an incentive package that facilitates affordable and attainable housing as infill development
- **2C** – Create public-private partnerships with the business community to increase affordable rental housing

## City of Colorado Springs Strategic Plan

The City of Colorado Springs Strategic Plan for 2024-2028 is a roadmap and shared vision for the future to focus the City's resources on a set of clear priorities. The Strategic Plan's priorities include public safety, infrastructure, housing solutions, economic vitality, and community activation. This URA Plan directly implements the Strategic Plan and the following excerpts are representative of the alignment between the two:

- **Housing Solutions:**
  - Leverage diverse partnerships to implement housing solutions.
  - Foster diverse development and enhance neighborhood character to support household and neighborhood vitality.

## Development Standards and Procedures

All development within the Plan Area shall conform to the City's Land Use Code and any site-specific City zoning regulations and policies that might impact properties in the Plan Area, all as in effect and as may be amended. However, as authorized by the Urban Renewal Law, the Authority may arrange with the City for the planning, replanning, zoning or rezoning of any part of the Plan Area as needed in connection with the urban renewal project described in this Plan.

## 6. Authorized Urban Renewal Undertakings and Activities

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The Act allows for a wide range of activities to be used in the implementation of an urban renewal plan. The Authority is authorized to provide both financial assistance and improvements in partnership with property owners and other affected parties in order to accomplish the objectives stated herein. Public private partnerships and other forms of cooperative development, including Cooperation Agreements, will be essential to the Authority's strategy for preventing the spread of blight and eliminating existing blighting conditions. Without limitation, the undertakings and activities of the Authority in the furtherance of this Plan are described as follows.

### Undertakings and Activities to Remedy Blight

As described in Chapter 4 of this Plan, five qualifying conditions of blight were identified in the Study Area of which this Urban Renewal Area is a part. Each of the five qualifying conditions was observed within the Urban Renewal Area. Implementation of this Plan by providing urban renewal resources for public and private improvements will remedy the conditions identified:

**(b) *Predominance of defective or inadequate street layout - Observed***

Roadway improvements including the reconstruction of Cragmor Road into a cul-de-sac, with curb and gutter, and sidewalks will improve the existing street layout and function ability.

**(d) *Unsanitary or unsafe conditions - Observed***

The private investments and onsite development will eliminate the excessive litter, dumping, and vandalism as well as provide a safe and welcoming environment with enhanced lighting.

**(e) *Deterioration of site or other improvements - Observed***

The development of the Plan Area will remove deteriorated site improvements including on-site parking surfaces and overgrown vegetation, and replace with adequate improvements associated with the site plan and development standards. The Plan Area will be landscaped and maintained appropriately.

**(f) *Unusual topography or inadequate public improvements or utilities - Observed***

The Plan Area will be developed with the necessary curb, gutter/drainage, and sidewalks to provide public improvements for users and visitors of the site.



***(k.5) The existence of health, safety, or welfare factors requiring high levels of municipal services or substantial physical underutilization or vacancy of sites, buildings, or other improvements - Observed***

The Plan Area is currently vacant and does not generate taxable revenue for the City. Through private investment and support from the Authority, the Plan Area will develop into a vibrant property and be fully utilized.

## **Project Development Plan**

The primary goal of this Plan is to eliminate the current conditions of blight in the Urban Renewal Area and prevent those conditions from reoccurring. The contemplated redevelopment of the Plan Area is for affordable housing and related facilities; provided however, the Authority is authorized to approve any uses for the Plan Area that eliminate blight and are consistent with the Comprehensive Plan and applicable zoning, including, without limitation, mixed use development, including residential, hotel, commercial, retail, office, industrial, cultural, and public uses.

## **Complete Public Improvements and Facilities**

The Authority may undertake certain actions to make the area more attractive for private investment. The Authority may, or may cause others, including, without limitation, one or more Districts to install, construct, and reconstruct any public improvements, including, without limitation, parking facilities. The Authority may, or may cause others to, demolish and clear buildings and existing improvements for the purpose of promoting the objectives of the Plan and the Act. Additionally, the Authority may, or may cause others to, install, construct and reconstruct any other authorized improvements, including, without limitation, other authorized undertakings or improvements for the purpose of promoting the objectives of this Plan and the Act.

## **Plan Modification**

The Authority may propose, and City Council may make, modifications to this Plan as may be necessary; provided, however, any modification of the Plan shall (a) comply with the provisions of the Act, including §31-25-107(7); (b) not impair Available Revenues then-pledged by the Authority or the ability of the Authority to pay any outstanding Bonds, including any reimbursement obligations of the Authority; or (c) not impair the ability of the Authority or any party to any then-existing agreement to fully perform their respective covenants and duties under any such agreement. The Authority may, in specific cases, allow non-substantive variations from the provisions of this Plan if it determines that a literal enforcement or application of the provision would constitute an unreasonable limitation beyond the intent and purpose stated herein.

### **Provide Relocation Assistance**

While it is not anticipated as of the date of this Plan that acquisition of real property will result in the relocation of any individuals, families, or business concerns; if such relocation becomes necessary, the Authority will adopt a relocation plan as necessary to comply with applicable provisions of the Act.

### **Demolition, Clear and Prepare Improvements**

The Authority is authorized to demolish or cooperate with others to clear buildings, structures, and other improvements within the Plan Area in an effort to advance projects deemed consistent with the vision stated herein. Such demolition or site clearance is necessary to eliminate unhealthy, unsanitary, and unsafe conditions; eliminate obsolete uses deemed detrimental to the public welfare; remove and prevent the spread of blight; and facilitate redevelopment of the Plan Area by private enterprise.

### **Acquire and Dispose of Property**

It is not expected that the Authority will be required to acquire property to carry out the project. However, if the Authority determines such acquisition is necessary, it is authorized to acquire any such property by negotiation or any other method, except that the Authority is not authorized to acquire property by eminent domain. Properties acquired by the Authority by negotiation may be temporarily operated, managed and maintained by the Authority if requested to do so by the acquiring entity and deemed in the best interest of the Urban Renewal Project and the Plan. Such property shall be under the management and control of the Authority and may be rented or leased pending its disposition for redevelopment.

The Authority may sell, lease, or otherwise transfer real property or any interest in real property subject to covenants, conditions and restrictions, including architectural and design controls, time restrictions on development, and building requirements in accordance with the Act and this Plan.

### **Enter into Redevelopment/Development Agreements**

The Authority may enter into Redevelopment/Development Agreements or other contracts with developer(s) or property owners or such other individuals or entities determined to be necessary to carry out the purposes of this Plan, including the pledge by the Authority of Available Revenues to pay eligible costs pursuant to the Act or any other applicable law. Further, such Redevelopment/Development Agreements, or other contracts, may contain terms, provisions, activities, and undertakings contemplated by this Plan and the Act. Any existing agreements between the City and private parties that are consistent with this Plan are intended to remain in full force and effect unless all parties to such agreements agree otherwise.

### **Enter into Cooperation Agreements**

The Authority is authorized to enter into such Cooperation Agreements as may be required by the Act, including tax sharing agreements. The Authority may also use the mediation and other provisions of the Act when necessary to provide adequate financing to carry out this Plan. This paragraph shall not be construed to require any particular form of cooperation.

### **Other Project Undertakings and Activities**

Other project undertakings and activities deemed necessary by the Authority to carry out the Plan may be undertaken and performed by the Authority or pursuant to agreements with other parties or public bodies in accordance with the authorization of the Act and any applicable law or laws.



## 7. Project Financing

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### Financing Powers

Except as hereafter specifically provided, the undertakings and activities of the urban renewal project described in this Plan may be financed, in whole or in part, by the Authority to the full extent authorized under the TIF provisions of CRS § 31-25-107(9)(a) in the Urban Renewal Law, as amended, and with any other available sources of revenues and means of financing authorized to be undertaken by the Authority pursuant to the Urban Renewal Law and under any other applicable law, which shall include, without limitation:

- The collection and use of revenues from property tax increments, sales tax increments, interest income, federal loans or grants, agreements with public, quasi-public, or private parties and entities, loans or advances from any other available source, and any other available sources of revenue.
- The issuance of bonds and other indebtedness, including, without limitation, notes or any other financing instruments or documents in amounts sufficient to finance all or part of the Plan. The borrowing of funds and creation of other indebtedness.
- The use of any and all financing methods legally available to the City, the Authority, any private developer, redeveloper, or owner to finance in whole or in part any and all costs, including without limitation the cost of public improvements, described or anticipated in the Plan or in any manner related or incidental to the development of the Plan Area. Such methods may be combined to finance all or part of activities and undertakings throughout the Plan Area.
- The principal, interest, any premiums and any other amounts legally due on or in connection with any indebtedness or obligation of the Authority may be paid from property tax increments, sales tax increments or any other funds, revenues, assets or property legally available to the Authority.

This Plan contemplates, however, that the primary method of assisting with financing eligible expenses in the Plan Area will be through the use of revenues generated by Property Tax Increment. It is the intent of the City Council in approving this Plan to authorize the use of TIF by the Authority as part of its efforts to advance the vision, objectives, and activities described herein.

## Tax Increment Financing District

Pursuant to the provisions of Section 31-25-107(9) of the Urban Renewal Law, in approving this Plan, the City Council hereby approves the Plan Area as a single tax increment financing district with the same boundary as the Plan Area (the “TIF District”). The boundaries of this TIF District shall therefore be as depicted in **Figure 1**.

## Property Tax Increment Financing

The Authority is specifically authorized to collect and expend property tax increment revenue to the full extent authorized by the Urban Renewal Law and to use that revenue for all purposes authorized under this Plan.

## Property Tax Increment Limitations

The Authority shall establish a fund for the financing authorized under this Plan that shall be funded with the property tax allocation authorized to the Authority under the Urban Renewal Law in C.R.S. Section 31-25-107(9). Under this method, the property taxes of specifically designated public bodies, if any, levied after the effective date of the approval of this Plan upon taxable property in the Plan Area each year by or for the benefit of the designated public body must be divided for a period not to exceed twenty-five (25) years after the effective date of the adoption of the tax allocation provision, as follows:

**Base Amount** – That portion of the taxes that are produced by the levy at the rate fixed each year by or for such public body upon the valuation for assessment of taxable property in the Plan Area last certified prior to the effective date of approval of the Plan or, as to an area later added to the Plan Area, the effective date of the modification of the Plan, shall be paid into the funds of each such public body as are all other taxes collected by or for said public body.

**Increment Amount** – That portion of said property taxes in excess of such base amount must be allocated to and, when collected, paid into a special fund of the Authority to pay the principal of, the interest on, and any premiums due in connection with the bonds of, loans or advances to, or indebtedness incurred by, whether funded, refunded, assumed, or otherwise, the Authority for financing or refinancing, in whole or in part, a specific project. Any excess property tax collections not allocated in this way must be paid into the funds of the municipality or other taxing entity, as applicable.

Unless and until the total valuation for assessment of the taxable property in the Plan Area exceeds the base valuation for assessment of the taxable property in the Plan Area, all of the taxes levied upon the taxable property in the Plan Area must be paid into the funds of the respective public bodies.

When such bonds, loans, advances, and indebtedness, if any, including interest thereon and any premiums due in connection therewith, have been paid, all taxes upon the taxable property in the Plan Area must be paid into the funds of the respective public bodies, and all moneys remaining in the special fund that have not previously been rebated and that originated as property tax increment generated based on the mill levy of a taxing body, other than the City, within the boundaries of the Plan Area must be repaid to each taxing body based on the pro rata share of the prior year's property tax increment attributable to each taxing body's current mill levy in which property taxes were divided. Any moneys remaining in the special fund not generated by property tax increment are excluded from any such repayment requirement. Notwithstanding any other provision of law, revenues excluded by §31-25-107(9)(a)(II) of the Act are not intended to be included in Available Property Tax Increment Revenues.

Notwithstanding any other provision of law, any additional revenues the City, county, special district, or school district receives either because the voters have authorized the City, county, special district, or school district to retain and spend said moneys pursuant to section 20(7)(d) of Article X of the Colorado Constitution subsequent to the creation of this special fund or as a result of an increase in the property tax mill levy approved by the voters of the City, county, special district, or school district subsequent to the creation of the special fund, to the extent the total mill levy of the City, county, special district, or school district exceeds the respective mill levy in effect at the time of approval or substantial modification of the Plan, are not included in the amount of the increment that is allocated to and, when collected, paid into the special fund of the authority.

In calculating and making these payments, the County Treasurer may offset the Authority's pro rata portion of any property taxes that are paid to the Authority under these terms and that are subsequently refunded to the taxpayer against any subsequent payments due to the Authority for an urban renewal project. The Authority shall make adequate provision for the return of overpayments in the event that there are not sufficient property taxes due to the Authority to offset the Authority's pro rata portion of the refunds. The Authority may establish a reserve fund for this purpose or enter into an intergovernmental agreement with the municipal governing body in which the municipality assumes responsibility for the return of the overpayments.

The portion of taxes collected may be irrevocably pledged by the Authority for the payment of the principal of, the interest on, and any premiums due in connection with such bonds, loans, advances, and indebtedness. This irrevocable pledge shall not extend to any taxes that are placed in a reserve fund to be returned to the County for refunds of overpayments by taxpayers or any reserve funds reserved by the Authority for such purposes in accordance with Section 31-25-107(9)(a)(III) and (b), C.R.S. The Authority shall set aside and reserve a reasonable amount as determined by the Authority of all incremental taxes paid to the Authority for payment of expenses associated with administering the Plan.

At the time of general reassessment of taxable property valuations in El Paso County, including all or part of the Plan Area subject to division of valuation for assessment between base and increment, as provided above, the portions of valuations for assessment to be allocated as provided above shall be proportionately adjusted in accordance with such reassessment or change. Note that at the time of this Plan adoption, such a general reassessment occurs every two years, in the odd-numbered years.

### **Tax Increment Reimbursements**

Tax increment revenues may be used to reimburse the City and/or a developer for costs incurred for improvements related to a project to pay the debt incurred by the Authority with such entities for urban renewal activities and purposes. Tax increment revenues may also be used to pay bonded indebtedness, financial obligations, and debts of the Authority related to urban renewal activities under this Plan.

Within the 12-month period prior to the effective date of the approval or modification of the Plan requiring the allocation of moneys to the Authority as outlined previously, the City, county, special district, or school district is entitled to the reimbursement of any moneys that such City, county, special district, or school district pays to, contributes to, or invests in the Authority for a project. The reimbursement is to be paid from the special fund of the Authority.

## 8. Severability and Reasonable Variations

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The Authority shall have the ability to approve reasonable variations (as determined by the Board) from the strict application of these Plan provisions, so long as such variations reasonably accommodate the intent and purpose of this Plan and the Urban Renewal Law. Plan provisions may be altered by market conditions, redevelopment opportunities and/or the needs of the community affected by the Plan.

If any portion of this Plan is held to be invalid or unenforceable, such invalidity will not affect the remaining portions of the Plan.

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## 9. Effective Date of the Plan

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This Plan shall be effective upon its final approval by the City Council. Except as otherwise permitted under the Urban Renewal Law, the term of the TIF period is twenty-five (25) years from the effective date of the Plan, unless the Authority deems, to the extent consistent with the terms in the applicable agreements, including, without limitation, Redevelopment/Development Agreements and Cooperation Agreements, that all activities to accomplish the Project have been completed and all debts incurred to finance such activities and all expenses of the Authority have been repaid. In that event, the Authority may declare the Plan fully implemented.

# EXHIBIT "A"

## LAND DESCRIPTION

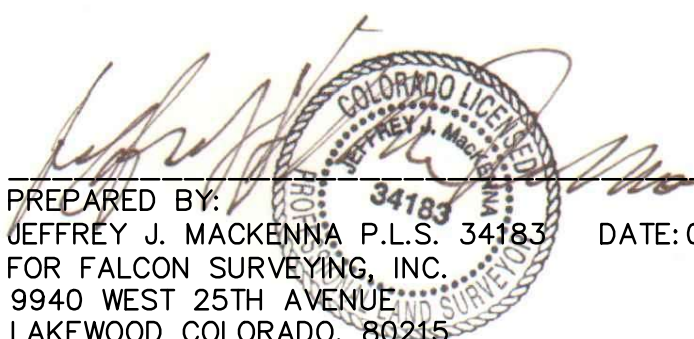
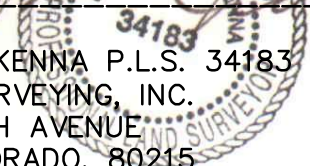
SHEET 1 OF 3

A TRACT OF LAND CONTAINING LOT 1 OF ODYSSEY AT NORTH WEBER STATION, PORTIONS OF NORTH WEBER STREET, MOUNT VIEW LANE, AND CRAGMOR ROAD RIGHTS OF WAY AND SITUATED IN THE SOUTHEAST 1/4 OF SECTION 30, TOWNSHIP 13 SOUTH, RANGE 66 WEST OF THE 6TH PRINCIPAL MERIDIAN, COUNTY OF EL PASO, STATE OF COLORADO BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST 1/4 CORNER OF SAID SECTION 30 MONUMENTED BY A 2.5-INCH ALUMINUM CAP "PLS 19625" WHENCE THE SOUTHEAST 1/4 CORNER OF SAID SECTION 30 MONUMENTED BY A 2.5-INCH ALUMINUM CAP "PLS 11624" BEARS SOUTH 00°06'59" EAST, A DISTANCE OF 5284.98 FEET WITH ALL BEARINGS CONTAINED HEREIN BEING RELATIVE THERETO;

THENCE SOUTH 09°08'06" WEST, A DISTANCE OF 2213.75 FEET TO A POINT ON THE NORTHWESTERLY RIGHT OF WAY LINE OF SAID CRAGMOR ROAD AND THE POINT OF BEGINNING;

THENCE SOUTH 45°23'38" EAST, A DISTANCE OF 66.65 FEET TO A POINT ON THE SOUTHEASTERLY LINE OF SAID CRAGMOR ROAD RIGHT OF WAY;  
THENCE SOUTH 44°36'22" WEST ALONG SAID SOUTHEASTERLY LINE, A DISTANCE OF 253.13 FEET;  
THENCE SOUTH 00°28'22" WEST CONTINUING ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 20.83 FEET;  
THENCE 101.30 FEET CONTINUING ALONG SAID RIGHT OF WAY BEING A NON-TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 50.00 FEET, A DELTA OF 116°06'28", AND A CHORD WHICH BEARS SOUTH 75°09'28" WEST, 84.84 FEET TO THE NORTHWESTERLY CORNER OF THE SOUTH 1/2 OF THE VACATED PORTION OF CRAGMOR ROAD RECORDED UNDER RECEPTION NUMBER 201130152 IN THE EL PASO COUNTY CLERK AND RECORDER RECORDS;

PREPARED BY:    
JEFFREY J. MACKENNA P.L.S. 34183 DATE: 05/28/2025  
FOR FALCON SURVEYING, INC.  
9940 WEST 25TH AVENUE  
LAKEWOOD COLORADO, 80215  
(303)202-1560



# EXHIBIT "A"

## LAND DESCRIPTION

SHEET 2 OF 3

THENCE SOUTH 43°13'05" WEST ALONG THE NORTHEASTERLY LINE OF SAID PORTION OF VACATED CRAGMOR ROAD, A DISTANCE OF 199.39 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF SAID MOUNT VIEW LANE;  
THENCE SOUTH 00°24'43" EAST, A DISTANCE OF 77.02 FEET TO THE SOUTH RIGHT OF WAY LINE OF SAID MOUNT VIEW LANE;  
THENCE SOUTH 89°37'30" WEST ALONG SAID SOUTH RIGHT OF WAY LINE, A DISTANCE OF 90.97 FEET TO THE EXTENDED WEST RIGHT OF WAY LINE OF SAID NORTH WEBER STREET;  
THENCE NORTH 00°24'43" WEST ALONG SAID EXTENDED WEST RIGHT OF WAY LINE, A DISTANCE OF 795.53 FEET;  
THENCE NORTH 89°56'37" EAST ALONG THE EXTENDED NORTH LINE OF SAID LOT 1, A DISTANCE OF 357.88 FEET;  
THENCE SOUTH 00°07'53" WEST ALONG AN EASTERLY LINE OF SAID LOT 1, A DISTANCE OF 86.51 FEET;  
THENCE NORTH 89°53'48" EAST ALONG A NORTHERLY LINE OF SAID LOT 1, A DISTANCE OF 86.51 FEET;  
THENCE SOUTH 00°13'26" EAST ALONG AN EASTERLY LINE OF SAID LOT 1, A DISTANCE OF 236.47 FEET TO THE POINT OF BEGINNING.

CONTAINING: 266,709 SQUARE FEET, 6.123 ACRES OF LAND, MORE OR LESS.

# EXHIBIT "A"

SITUATED IN THE NE 1/4, SECTION 30, T13S, R66W, OF THE 6TH P.M.  
COUNTY OF EL PASO, STATE OF COLORADO

SHEET 3 OF 3

POINT OF COMMENCEMENT  
NORTHEAST 1/4 CORNER OF  
SEC30-T13S-R66W  
FOUND 2.5" ALUMINUM CAP  
"PLS 19625"

LOT 2  
ODYSSEY REPLAT  
REC. NO. 221714738

N89°53'48"E  
86.51'

S00°07'53"W  
67.05'

UNPLATTED  
REC. NO. 001538537

TIE LINE  
S09°08'06"W  
2213.75'

BASIS OF BEARINGS: S00°06'59"E 5284.98'  
EAST LINE OF SECTION 30  
TOWNSHIP 13 SOUTH, RANGE 66 WEST

POINT OF  
BEGINNING

CRAGMOR ROAD  
PUBLIC RIGHT OF WAY VARIES

S44°36'22"W 253.13'  
S45°23'38"E  
66.65'

S00°28'22"W 20.83'

$\Delta=116^{\circ}06'28''$   
 $R=50.00'$   
 $L=101.30'$   
 $ChB=S75^{\circ}09'28''W$   
 $ChL=84.84'$

UNPLATTED  
REC. NO. 217017348

S43°13'05"W 199.39'  
SOUTH 1/2 OF VACATED  
PORTION OF CRAGMOR ROAD  
ORD. NO. 01-82 REC. NO. 201130152

MOUNT VIEW LANE  
PUBLIC RIGHT OF WAY VARIES

S89°37'30"W  
90.97'

S00°24'43"E  
77.02'

N00°24'43"W 795.53'

NORTH WEBER STREET  
60' PUBLIC RIGHT OF WAY

LOT 1, BLOCK 1  
CRAFT SUBDIVISION  
REC. NO. 029968056

LOT 1  
BW SUBDIVISION  
REC. NO. 002385034

LOT 2  
BW SUBDIVISION  
REC. NO. 002385034

REC. NO. 000080311

LOT 1, BLOCK 1  
G&D PARK SUBDIVISION  
REC. NO. 029972555

UNPLATTED  
REC. NO. 213045888

UNPLATTED  
REC. NO. 210097903

UNPLATTED  
REC. NO. 221235073

UNPLATTED



SCALE: 1" = 100'

SOUTHEAST 1/4 CORNER  
SEC30-T13S-R66W  
FOUND 2.5" ALUMINUM CAP  
"PLS 11624"

THIS ILLUSTRATION DOES NOT REPRESENT A MONUMENTED SURVEY.  
IT IS INTENDED ONLY TO DEPICT THE ATTACHED DESCRIPTION.



# ODYSSEY AT NORTH WEBER EXISTING CONDITIONS SURVEY

DRAFT REPORT

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**Prepared for:**

Colorado Springs Urban Renewal Authority

**Prepared by:**

Economic & Planning Systems, Inc.

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May 30, 2025

EPS #243145



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# 1. Introduction

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In March of 2025, Economic & Planning Systems (EPS), working with the City of Colorado Springs Urban Renewal Authority (CSURA), conducted the following existing conditions survey (Survey) of the proposed Odyssey at North Weber Urban Renewal Plan Area (Study Area). This proposed plan area is bound by North Weber Street to the west, Cragmor Road to the east, and Mount View Lane to the south, as shown in **Figure 1** on page 6.

The CSURA anticipates creating a new plan area to support redevelopment plans of the site. The proposed Urban Renewal Area captures the redevelopment plans and, if approved, will aid in supporting the proposed redevelopment and enabling needed public improvements to be constructed in the area.

## **Purpose**

The primary purpose of this Survey is to determine whether the Study Area qualifies as a “blighted area” within the meaning of Colorado Urban Renewal Law. Secondly, this Survey will influence whether the Study Area should be recommended to be established as a URA Plan Area for such urban renewal activities, as the URA and City Council deem appropriate.

## **Colorado Urban Renewal Law**

The requirements for the establishment of a URA plan are outlined in the Colorado Urban Renewal Law, Colorado Revised Statutes (C.R.S.) § 31-25-101 et seq. In order to establish an area for urban renewal, there are an array of conditions that must be documented to establish a condition of blight. The determination that constitutes a blighted area depends upon the presence of several physical, environmental, and social factors. Blight is attributable to a multiplicity of conditions which, in combination, tend to accelerate the phenomenon of deterioration of an area and prevent new development from occurring.

## Urban Renewal Law

### ***Blight Factors (C.R.S. § 31-25-103)***

*“‘Blighted area’ means an area that, in its present condition and use and, by reason of the presence of at least four of the following factors, substantially impairs or arrests the sound growth of the municipality, retards the provision of housing accommodations, or constitutes an economic or social liability, and is a menace to the public health, safety, morals, or welfare:*

- (a) Slum, deteriorated, or deteriorating structures;*
- (b) Predominance of defective or inadequate street layout;*
- (c) Faulty lot layout in relation to size, adequacy, accessibility, or usefulness;*
- (d) Unsanitary or unsafe conditions;*
- (e) Deterioration of site or other improvements;*
- (f) Unusual topography or inadequate public improvements or utilities;*
- (g) Defective or unusual conditions of title rendering the title nonmarketable;*
- (h) The existence of conditions that endanger life or property by fire or other causes;*
- (i) Buildings that are unsafe or unhealthy for persons to live or work in because of building code violations, dilapidation, deterioration, defective design, physical construction, or faulty or inadequate facilities;*
- (j) Environmental contamination of buildings or property;*
- (k.5) The existence of health, safety, or welfare factors requiring high levels of municipal services or substantial physical underutilization or vacancy of sites, buildings, or other improvements; or*
- (l) If there is no objection by the property owner or owners and the tenant or tenants of such owner or owners, if any, to the inclusion of such property in an urban renewal area, “blighted area” also means an area that, in its present condition and use and, by reason of the presence of any one of the factors specified in paragraphs (a) to (k.5) of this subsection (2), substantially impairs or arrests the sound growth of the municipality, retards the provision of housing accommodations, or constitutes an economic or social liability, and is a menace to the public health, safety, morals, or welfare. For purposes of this paragraph (l), the fact that an owner of an interest in such property does not object to the inclusion of such property in the urban renewal area does not mean that the owner has waived any rights of such owner in connection with laws governing condemnation.”*

### ***Use of Eminent Domain***

In order for an Urban Renewal Authority to use the powers of eminent domain to acquire properties, 5 of the 11 blight factors must be present (C.R.S. § 31-25-105.5(a)).

*“‘Blighted area’ shall have the same meaning as set forth in section 31-25-103 (2); except that, for the purposes of this section only, “blighted area” means an area that, in its present condition and use and, by reason of the presence of at least five of the factors specified in section 31-25-103 (2)(a) to (2)(l), substantially impairs or arrests the sound growth of the municipality, retards the provision of housing accommodations, or constitutes an economic or social liability, and is a menace to the public health, safety, morals, or welfare.”*



## Urban Renewal Case Law

In addition to the State statute, several principles have been developed by Colorado courts to guide the determination of whether an area constitutes a blighted area under the Urban Renewal Law. The following parameters have been established through case law for determining blight and the role of judiciary review.

### ***Tracy v. City of Boulder (Colo. Ct. App. 1981)***

- Upheld the definition of blight presented in the Urban Renewal Law as a broad condition encompassing not only those areas containing properties so dilapidated as to justify condemnation as nuisances, but also envisioning the prevention of deterioration. Therefore, the existence of widespread nuisance violations and building condemnation is not required to designate an area blighted.
- Additionally, the determination of blight is the responsibility of the legislative body and a court's role in review is to verify if the conclusion is based upon factual evidence determined by the City Council at the time of a public hearing to be consistent with the statutory definition.

### ***Interstate Trust Building Co. v. Denver Urban Renewal Authority (Colo. 1970)***

- Determined that blight assessment is not on a building-to-building basis but is based on conditions observed throughout the plan area as a whole. The presence of one well maintained building does not defeat a determination that an area constitutes a blighted area.

## Methodology

This Survey was completed by EPS to inventory and establish the existing conditions within the Study Area through data gathering and field observations of physical conditions. The Study Area was defined by the URA to encompass the proposed redevelopment of two properties at the northeast corner of North Weber Street and Mount View Lane. An inventory of parcels within the Study Area was compiled using parcel data from the El Paso County Assessor, documenting parcel ownership, use, vacancy, and assessed value. A series of Study Area maps were then developed to facilitate the field survey, and parcels were photographed to illustrate site conditions.

The field survey was conducted by EPS in March of 2025. The 11 factors of blight in the state statute were broken down into “conditions” - existing situations or circumstances identified in the Study Area that may qualify as blight under each of the 11 factors. The conditions documented in this report are submitted as evidence to support a “finding of blight” according to Urban Renewal Law. Under the Urban Renewal Law, the final determination of blight within the Study Area is within the sole discretion of the Colorado Springs City Council.

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## 2. Study Area Analysis

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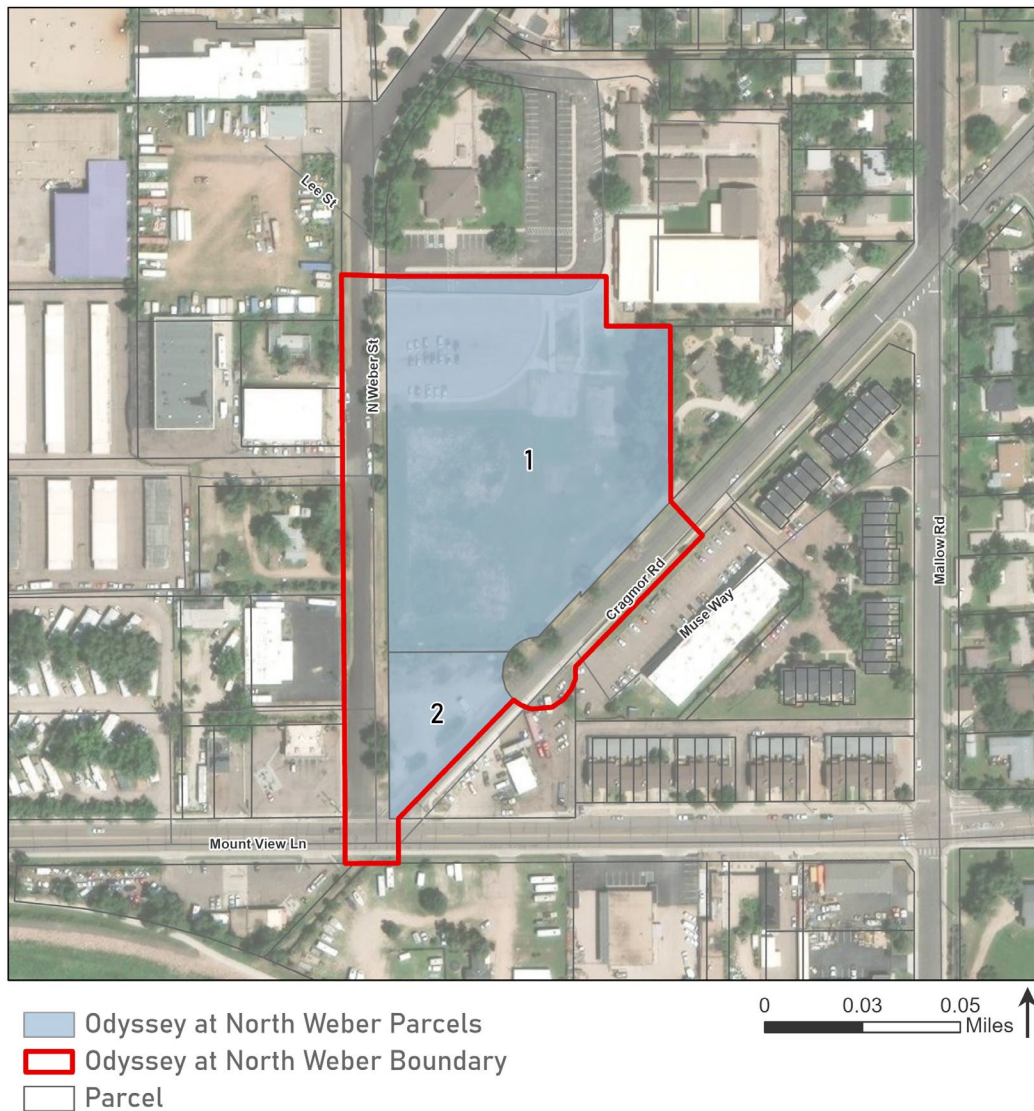
### Study Area

The proposed Odyssey at North Weber Urban Renewal Plan Area is comprised of two parcels on approximately 4.4 acres of land and adjacent right of way (ROW), as shown in **Table 1** and **Figure 1**. Both parcels are owned by Weber Investors LLC and are currently vacant. The office buildings with 3,628 square feet on parcel 1 were demolished. The demolition occurred after the El Paso County Assessor determined property assessments for the year and is therefore captured in the table below.

**Table 1. Parcels Contained in the URA Study Area**

#	Parcel	Address	Owner	Occupancy	Acres	Bldg. SF	Assessed Valuation		
							Land	Improv.	Total
1	6330112080	3981 N Weber St.	Weber Investors LLC	Vacant	3.85	3,628	\$109,960	\$72,670	\$182,630
2	6330112081	302 Cragmor Rd.	Weber Investors LLC	Vacant	<u>0.56</u>	0	<u>\$21,170</u>	<u>\$0</u>	<u>\$21,170</u>
<b>Total</b>					<b>4.41</b>		<b>\$131,130</b>	<b>\$72,670</b>	<b>\$203,800</b>

Source: El Paso County Assessor; Economic & Planning Systems

**Figure 1. Odyssey at North Weber Proposed URA Boundary and Parcels**

## Field Survey Approach

The following assessment is based on a field survey conducted by EPS in March 2025. The survey team walked the entire Study Area, taking notes and photographs to document existing conditions corresponding to the blight factor evaluation criteria detailed in the following section.

## Blight Factor Evaluation Criteria

This section details the conditions used to evaluate blight during the field survey. The following conditions correspond with 5 of the 11 blight factors in the Urban Renewal Law. Additional information on a number of these factors for which data was available was also collected. The remaining blight factors cannot be visually inspected and are dependent on other data sources. Given the prevalence of physically observable conditions of blight, these remaining blight factors were not investigated.

### Street Layout

The following conditions evaluate the Urban Renewal Law blight factor “(b) *predominance of defective or inadequate street layout*,” through assessment of the safety, quality, and efficiency of street layouts, site access, and internal circulation.

Typical examples of conditions that portray this criterion include:

- Inadequate Street or Alley Width / Cross-section / Geometry
- Poor Provision of Streets or Unsafe Conditions for Vehicular Traffic
- Poor Provision of Sidewalks/Walkways or Unsafe Conditions for Pedestrians
- Insufficient Roadway Capacity
- Inadequate Emergency Vehicle Access
- Poor Vehicular or Pedestrian Access to Buildings or Sites
- Excessive Curb Cuts / Driveways along Commercial Blocks
- Poor Internal Vehicular or Pedestrian Circulation

### Unsafe/Unsanitary

The following conditions establish evidence of Urban Renewal Law blight factor “(d) *unsanitary or unsafe conditions*,” by evaluating visual conditions that indicate the occurrence of activities that inhibit the safety and health of the area including, but not limited to, excessive litter, unenclosed dumpsters, and vandalism.

Typical examples include:

- Floodplains or Flood Prone Areas
- Inadequate Storm Drainage Systems/Evidence of Standing Water
- Poor Fire Protection Facilities
- Above Average Incidences of Public Safety Responses
- Inadequate Sanitation or Water Systems
- Existence of Contaminants or Hazardous Conditions or Materials

- High or Unusual Crime Statistics
- Open/Unenclosed Trash Dumpsters
- Cracked or Uneven Surfaces for Pedestrians
- Illegal Dumping/Excessive Litter
- Vagrants/Vandalism/Graffiti/Gang Activity
- Open Ditches, Holes, or Trenches in Pedestrian Areas
- Poorly Lit or Unlit Areas
- Insufficient Grading/Steep Slopes
- Unsafe or Exposed Electrical Wire

### Site Improvements

The following conditions evaluate the Urban Renewal Law blight factor “(e) *deterioration of site or other improvements*,” by evidence of overall maintenance deficiencies within the plan area including, deterioration, poorly maintained landscaping, and overall neglect.

Examples of blighted Site Improvements are shown below:

- Neglected Properties or Evidence of Maintenance Deficiencies
- Deteriorated Signage or Lighting
- Deteriorated Fences, Walls, or Gates
- Deteriorated On-Site Parking Surfaces, Curb and Gutter, or Sidewalks
- Unpaved Parking Lot (Commercial Properties)
- Poor Parking Lot/Driveway Layout
- Poorly Maintained Landscaping/Overgrown Vegetation

### Infrastructure

The observation of the following infrastructure insufficiencies is evidence of Urban Renewal Law blight factor “(f) *unusual topography or inadequate public improvements or utilities*.”

Prototypical features of blight under this topic include:

- Deteriorated Pavement, Curb, Sidewalks, Lighting, or Drainage
- Lack of Pavement, Curb, Sidewalks, Lighting, or Drainage
- Presence of Overhead Utilities or Billboards
- Inadequate Fire Protection Facilities/Hydrants
- Inadequate Sanitation or Water Systems
- Unusual Topography

## Vacancy

The following conditions are evidence of Urban Renewal Law blight factor “(k) the existence of health, safety, or welfare factors requiring high levels of municipal services or substantial physical underutilization or vacancy of sites, buildings, or other improvements.” Various examples of features that fulfill this criterion include:

- An Undeveloped Parcel in a Generally Urbanized Area
- Disproportionately Underdeveloped Parcel
- Vacant Structures
- Vacant Units in Multi-Unit Structures

## Other Considerations

The remaining six blight factors specified in the Urban Renewal Law were not investigated further due to sufficient evidence from the visual field survey supporting a condition of blight in 5 of the 11 blight factors.

- (a) *Slum, deteriorated, or deteriorating structures;*
- (c) *Faulty lot layout in relation to size, adequacy, accessibility, or usefulness.*
- (g) *Defective or unusual conditions of title rendering the title nonmarketable.*
- (h) *The existence of conditions that endanger life or property by fire or other causes.*
- (i) *Buildings that are unsafe or unhealthy for persons to live or work in because of building code violations, dilapidation, deterioration, defective design, physical construction, or faulty or inadequate facilities.*
- (j) *Environmental contamination of buildings or property.*

## Results of Field Survey

This section summarizes the findings of the visual field survey of the Study Area conducted in March 2025. **Table 2** documents the specific blight conditions observed. These conditions are further detailed following the table, for each specific category, and include image documentation.

**Table 2. Blight Conditions Observed in Study Area**

Conditions Observed			
Street Layout	2.01	Inadequate Street or Alley Width / Cross-section / Geometry	
	2.02	Poor Provisions or Unsafe Conditions for Vehicular Traffic	X
	2.03	Poor Provisions or Unsafe Conditions for Pedestrians	X
	2.04	Insufficient Roadway Capacity Leading to Unusual Congestion	
	2.05	Inadequate Emergency Vehicle Access	
	2.06	Poor Vehicular or Pedestrian Access to Buildings or Sites	
	2.07	Excessive Curb Cuts / Driveways along Commercial Blocks	
	2.08	Poor Internal Vehicular or Pedestrian Circulation	X
Unsafe / Unsanitary	4.01	Floodplains or Flood Prone Areas	
	4.02	Inadequate Storm Drainage Systems/Evidence of Standing Water	
	4.03	Poor Fire Protection Facilities	
	4.04	Above Average Incidences of Public Safety Responses	
	4.05	Inadequate Sanitation or Water Systems	
	4.06	Existence of Contaminants or Hazardous Conditions or Materials	
	4.07	High or Unusual Crime Statistics	
	4.08	Open / Unenclosed Trash Dumpsters	
	4.09	Cracked or Uneven Surfaces for Pedestrians	
	4.10	Illegal Dumping / Excessive Litter	X
	4.11	Vagrants/Vandalism/Graffiti/Gang Activity	X
	4.12	Open Ditches, Holes, or Trenches in Pedestrian Areas	
Site Improvements	5.01	Neglected Properties or Evidence of Maintenance Deficiencies	
	5.02	Deteriorated Signage or Lighting	
	5.03	Deteriorated Fences, Walls, or Gates	
	5.04	Deteriorated On-Site Parking Surfaces, Curb & Gutter, or Sidewalks	X
	5.05	Unpaved Parking Lot (Commercial Properties)	
	5.06	Poor Parking Lot / Driveway Layout	
	5.07	Poorly Maintained Landscaping / Overgrown Vegetation	X
Infrastructure	6.01	Deteriorated pavement, curb, sidewalks, lighting, or drainage	
	6.02	Lack of pavement, curb, sidewalks, lighting, or drainage	X
	6.03	Presence of Overhead Utilities or Billboards	X
	6.04	Inadequate Fire Protection Facilities / Hydrants	
	6.05	Inadequate Sanitation or Water Systems	
	6.06	Unusual Topography	
Vacancy	11.04	An Undeveloped Parcel in a Generally Urbanized Area	X
	11.05	Disproportionately Underdeveloped Parcel	
	11.06	Vacant Structures	
	11.07	Vacant Units in Multi-Unit Structures	



**1. *Street Layout; predominance of defective or inadequate street layout***

At the intersection of Mount View Lane, poor provisions of the streets for vehicular traffic and poor internal vehicular circulation were observed with the diagonal intersection of Cragmor Road that causes vehicular safety issues, shown in **Figure 2**. The angle of Cragmor Road that intersects Mount View Lane and North Weber Street creates an odd 4-way intersection with only stop signs at Cragmor Road and North Weber Street. This causes poor visibility that impacts traffic safety.

Throughout most of the Study Area, provisions of walkways for pedestrians were observed in the form of a lack of sidewalks. In particular, the sidewalk at the north side of the Study Area along North Weber Street abruptly stops at the parking lot and creates a gap in the pedestrian network, shown in **Figure 3**. During the site visit pedestrians were observed walking along the side of North Weber Road due to the lack of sidewalks. Additionally, there are no sidewalks or pedestrian improvements along parcel 2 and on the east side of parcel 1.

**Figure 2. Poor Provision of Street Improvements**



**Figure 3. Lack of Sidewalks**

## 2. *Unsafe/Unsanitary: unsaitary or unsafe conditions*

Throughout the Study Area unsafe and unsanitary conditions were documented, including illegal dumping, excessive litter, and vandalism. Illegal dumping was observed on parcel 2 at the southern portion of the Study Area with old furniture in disrepair, shown in **Figure 4**. Excessive litter was observed and documented throughout the properties and was especially apparent on parcel 2, shown in **Figure 5**. This included general trash, drink containers, cardboard, plastic bags, a tire, and former building materials. There was evidence of vandalism in the Study Area, shown in **Figure 6**.



**Figure 4. Illegal Dumping**



**Figure 5. Excessive Litter**







**Figure 6. Evidence of Vandalism**



### 3. *Site Improvements: deterioration of site or other improvements*

There are very minimal site improvements on the properties. Of the improvements in place, deterioration of parking surfaces and overgrown vegetation were observed. The parking lot on parcel 1 on the north side of the Study Area shows sign of deterioration with cracked pavement and no lines/markings for designated spaces, shown in **Figure 7**. There was also evidence of overgrown vegetation directly south of the existing parking lot, shown in **Figure 8**. Overall, there was evidence that the properties have been neglected with little maintenance.



**Figure 7. Deteriorated On-site Parking Surfaces**



**Figure 8. Overgrown Vegetation**





**4. Infrastructure: unusual topography or inadequate public improvements or utilities**

Inadequate infrastructure was observed throughout the Study Area, predominately in the form of missing curb, gutter/drainage, and sidewalks, shown in **Figure 9**. Additionally, overhead utilities were present along Cragmor Road, shown in **Figure 10**.

**Figure 9. Lack of Curb, Gutter/Drainage, and Sidewalks**



**Figure 10. Presence of Overhead Utilities**



5. ***Vacancy: the existence of health, safety, or welfare factors requiring high levels of municipal services or substantial physical underutilization or vacancy of sites, buildings, or other improvements.***

The entire 4.4-acre Study Area is vacant with no building improvements. The properties are surrounded by development, shown in **Figure 11**, with an education center directly north, Bruin Manor Apartments and an auto shop east, and 7-Eleven and other commercial properties west and south. This area in northern Colorado Springs near University of Colorado Colorado Springs is largely builtout and the Study Area is one of the few remaining sites undeveloped.



**Figure 11. Vacant Property in Generally Urbanized Area**





### 3. Conclusions

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Based on the definition of a blighted area in the Colorado Urban Renewal Law, Colorado Revised Statutes (C.R.S.) § 31-25-101 et seq., and based on the field survey results of the Study Area, EPS concludes that the Study Area is a blighted area as defined in the Colorado Urban Renewal Law, Colorado Revised Statutes (C.R.S.) § 31-25-101 et seq.

The visual field survey conducted in March 2025 documented 5 of the 11 factors of blight within the Study Area. Therefore, this blighted area, as written in the Urban Renewal Law, “substantially impairs or arrests the sound growth of the municipality, retards the provision of housing accommodations, or constitutes an economic or social liability, and is a menace to the public health, safety, morals, or welfare.”

Evidence of the following Urban Renewal Law blight factors are documented in this report:

- (b) Predominance of defective or inadequate street layout.*
- (d) Unsanitary or unsafe conditions.*
- (e) Deterioration of site or other improvements.*
- (f) Unusual topography or inadequate public improvements or utilities.*
- (k.5) The existence of health, safety, or welfare factors requiring high levels of municipal services or substantial physical underutilization or vacancy of sites, buildings, or other improvements.*

Evidence of the following Urban Renewal Law blight factors were not visually observable, and based on the presence of other, more significant physical conditions, these factors of blight did not warrant further investigation.

- (a) Slum, deteriorated, or deteriorating structures.*
- (c) Faulty lot layout in relation to size, adequacy, accessibility, or usefulness.*
- (g) Defective or unusual conditions of title rendering the title nonmarketable.*
- (h) The existence of conditions that endanger life or property by fire or other causes.*
- (i) Buildings that are unsafe or unhealthy for persons to live or work in because of building code violations, dilapidation, deterioration, defective design, physical construction, or faulty or inadequate facilities.*
- (j) Environmental contamination of buildings or property.*

As established by Urban Renewal case law in Colorado, this assessment is based on the condition of the Study Area as a whole. There is substantial evidence and documentation of 5 of the 11 blight factors in the Study Area as a whole.



# EL PASO COUNTY IMPACT REPORT – ODYSSEY AT NORTH WEBER URBAN RENEWAL AREA

DRAFT REPORT

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**Prepared for:**

Colorado Springs Urban Renewal Authority

**Prepared by:**

Economic & Planning Systems, Inc.

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May 30, 2025

EPS #243145



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# 1. Introduction

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This report includes a summary of the expected fiscal impacts of the site included in the Odyssey at North Weber Urban Renewal Plan (Plan) in El Paso County (the County). The El Paso County Impact Report for Odyssey at North Weber Urban Renewal Area (report) was prepared by Economic & Planning Systems (EPS) for the Colorado Springs Urban Renewal Authority ("CSURA" or "Authority").

The report includes a summary of forecasted property tax revenues as well as El Paso County fiscal and service impacts associated with development in accordance with the Urban Renewal Plan. It specifically responds to the requirements outlined in C.R.S. 31-25-107 (3.5):

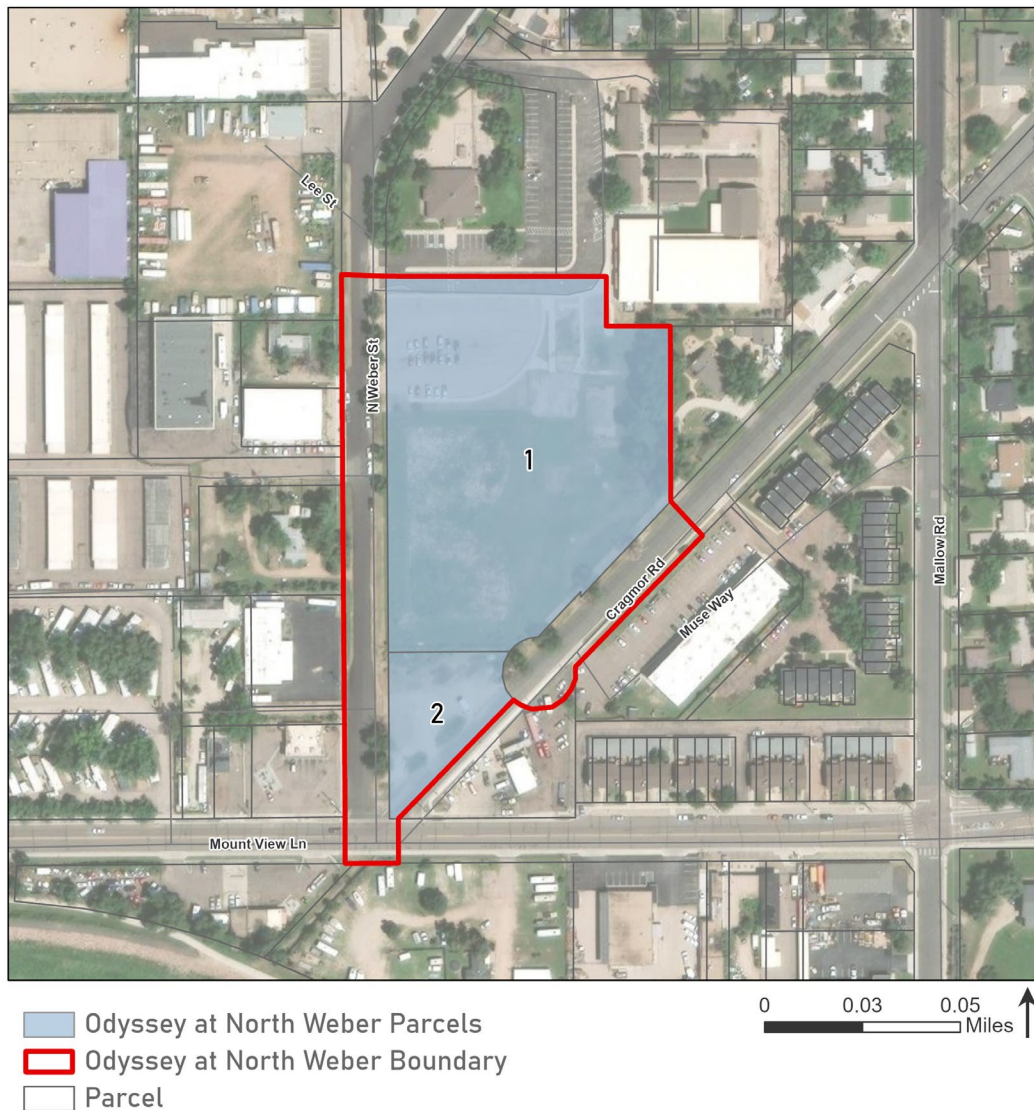
## C.R.S. 31-25-107: APPROVAL OF URBAN RENEWAL PLANS BY THE LOCAL GOVERNING BODY

- (3.5) "Prior to the approval of an urban renewal plan, the governing body shall submit such plan to the board of county commissioners, which shall include, at a minimum, the following information concerning the impact of such plan:
- I. The estimated duration of time to complete the urban renewal project;
  - II. The estimated annual property tax increment to be generated by the urban renewal project and the portion of such property tax increment to be allocated during this period to fund the urban renewal project;
  - III. An estimate of the impact of the urban renewal project on county revenues and on the cost and extent of additional county infrastructure and services required to serve development within the proposed urban renewal area, and the benefit of improvements within the urban renewal area to existing county infrastructure;
  - IV. A statement setting forth the method under which the authority or the municipality will finance, or that agreements are in place to finance, any additional county infrastructure and services required to serve development in the urban renewal area for the period in which all or any portion of the property taxes described in subparagraph (ii) of paragraph (a) of subsection (9) of this section and levied by a county are paid to the authority; and
  - V. Any other estimated impacts of the urban renewal project on county services or revenues."

## Urban Renewal Plan Description

The Odyssey at North Weber Urban Renewal Area (“URA” or “Plan Area”) is located in the City of Colorado Springs in El Paso County. The Plan Area is comprised of two parcels on approximately 4.4 acres of land and adjacent right of way (ROW). The boundaries of the Plan Area to which this Plan applies includes North Weber Street to the west, Cragmor Road to the east, and Mount View Lane to the south, as illustrated in red below in **Figure 1**.

**Figure 1. Odyssey at North Weber Urban Renewal Plan Area**





## 2. Development Program

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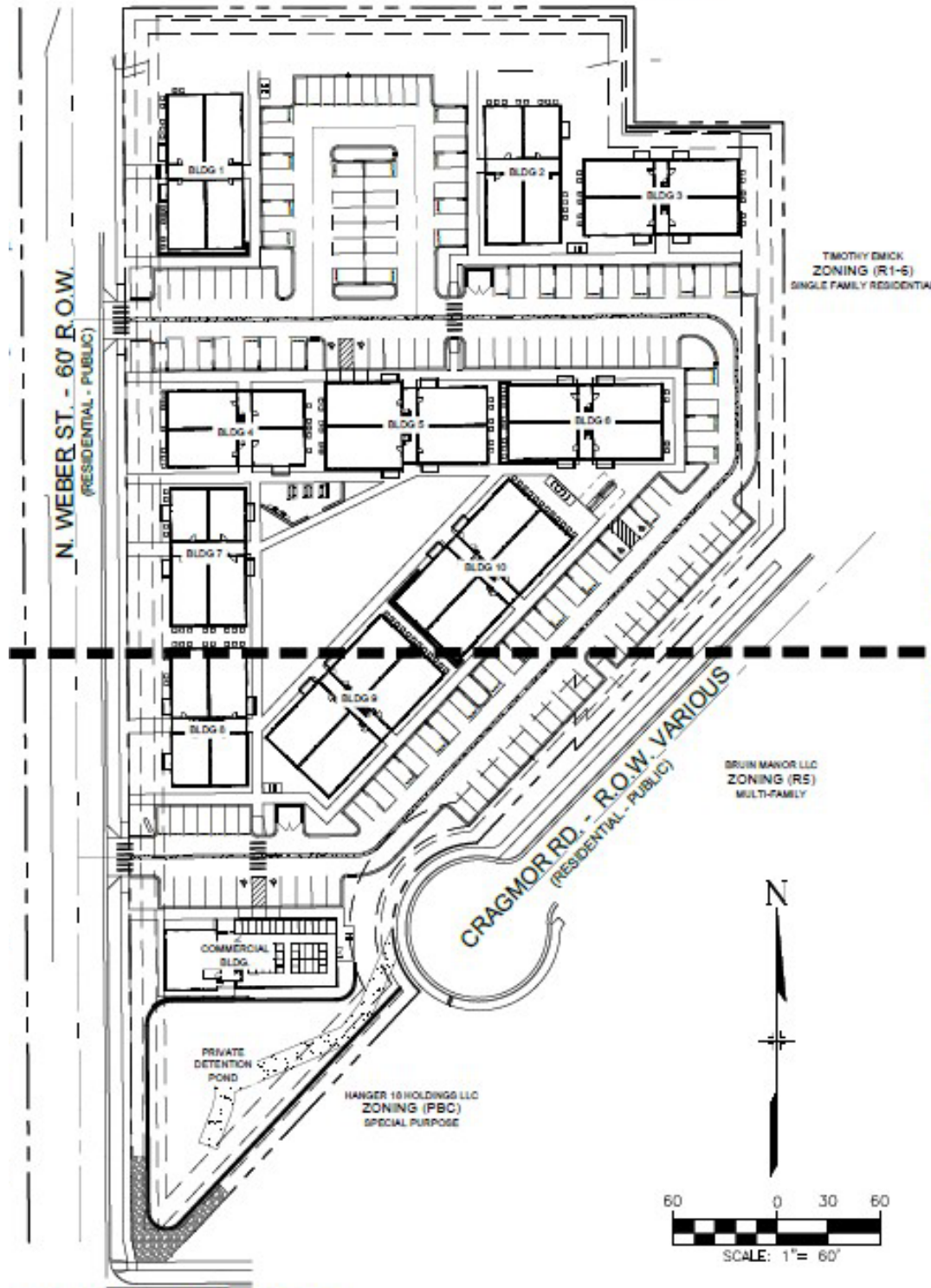
The proposed projects for the Plan Area are a workforce housing development along with associated site improvements including reconstructing Cragmor Road into a cul-de-sac, sidewalks, stormwater infrastructure, utilities, and landscaping. Odyssey at North Weber will help to fill a gap in Colorado Spring's rental housing market by offering units for rent at various AMI levels in northern Colorado Springs. The development addresses the need for housing at the working household level that is often not addressed by new multifamily development. These units will be affordable for the working residents such as teachers, healthcare workers, government employees, and service employees.

The proposed site plan, illustrated in **Figure 2**, includes approximately 120 units ranging from one-, two- and three-bedroom units. The rental rates for all units will range from 80 percent to 120 percent of area median income (AMI).

Public improvements proposed for the Bristow-Lowell URA will provide a public benefit of not only eliminating blight but also enhancing and creating a sense of place and community. Odyssey at North Weber URA includes a variety of public improvements including stormwater infrastructure, utilities, and right of way (ROW) improvements for curb, gutter, and sidewalks. A significant improvement includes the street reconfiguration of Cragmor Road to eliminate the dangerous intersection. Cragmor Road will be reconstructed into a cul-de-sac to remove the access point to Mount View Lane. This will significantly improve vehicular and pedestrian safety at the Mount View Lane and North Weber intersection.

The project includes attainable housing for households earning 80 percent of the area median income (AMI) or lower. These affordable units are essential to the community to offer housing that is attainable for the local workforce. There is value in providing affordable units tied to specific AMI levels compared to market rate housing.

Figure 2. Odyssey at North Weber Site Plan



### 3. County Fiscal Impact

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In order to estimate the anticipated impact of the development of the parcels included in the Plan Area boundary on the County, EPS evaluated expected property tax revenues, infrastructure costs, and impacts on cost of service for the county.

#### Property Taxes

CSURA is expected to direct 100 percent of the available property tax revenues generated by the Plan increment to the project. These revenues include any property tax that is generated by new development on the parcels included in the Plan Area. These revenues are necessary to allow the project to move forward and will be used to fund eligible improvements.

#### Assumptions

To estimate potential property tax revenues of Odyssey at North Weber, EPS estimated market values for the multifamily units at \$310,000 per unit. The estimated value is based on a comparison of construction costs, assessor data, and comparable property research for low-rise projects that have surface parking. An annual growth rate of 1.5 percent is applied to the market value. In accordance with Colorado Legislature, a biannual reassessment applies to the base value on odd-number years, which is estimated at 3.0 percent.

#### Property Tax Base

The current assessed value of the vacant land in the proposed Odyssey at North Weber URA is \$203,800 per year, shown below in **Table 1**. This base reflects the total value of the vacant land within the URA boundary and the former building improvements that have since been demolished. The assessment rate and mill levy are two universally used factors that generate revenue streams that are a portion of total valuation. In 2025, the assessment rate for commercial property in Colorado is 27.0 percent. Note that per State regulations, vacant land is classified as commercial (27.0 percent) while multifamily is assessed as residential at 6.25 percent for local government. Assessment rates are set by the State Legislature and are subject to change each year.

**Table 1. Property Base Value, 2025**

#	Parcel	Address	Bldg. SF	Assessed Valuation		
				Land	Improv.	Total
1	6330112080	3981 N Weber St.	3,628	\$109,960	\$72,670	\$182,630
2	6330112081	302 Cragmor Rd.	0	<u>\$21,170</u>	<u>\$0</u>	<u>\$21,170</u>
<b>Total</b>				<b>\$131,130</b>	<b>\$72,670</b>	<b>\$203,800</b>

Source: El Paso County Assessor; Economic & Planning Systems

The 2025 mill levies for all parcels in the taxing district are shown in **Table 2**. The total mill levy in 2025 is 55.3610, but only 55.0310 mills are eligible to pledge tax increment financing (TIF). This assumes a 100 percent pledge of property taxes from El Paso County, City of Colorado Springs, School District 11, Pikes Peak Library District, and Southeastern Colorado Water Conservancy District. The road and bridge shares are ineligible funds for TIF because they are a dedicated revenue stream.

**Table 2. Mill Levies, 2025**

Description	Mill Levy	TIF Share	TIF Mill Levy
EL PASO COUNTY	6.9850	100%	6.9850
EPC ROAD & BRIDGE SHARE	0.1650	0%	0.0000
CITY OF COLORADO SPRINGS	3.5540	100%	3.5540
EPC-COLORADO SPGS ROAD & BRIDGE SHARE	0.1650	0%	0.0000
COLO SPGS SCHOOL DISTRICT #11	40.6050	100%	40.6050
PIKES PEAK LIBRARY DISTRICT	3.1400	100%	3.1400
SOUTHEASTERN COLO WATER CONSERVANCY DISTRICT	<u>0.7470</u>	<u>100%</u>	<u>0.7470</u>
<b>Total</b>	<b>55.3610</b>	<b>99.4%</b>	<b>55.0310</b>

Source: El Paso County Assessor; Economic & Planning Systems

## Property Tax Increment

Based on the assumptions stated above and information from the Developer, in 2050 the cumulative value of residential development is estimated at \$53.2 million, as shown below in **Table 3**. The future property taxes due to new development are referred to as the increment. The development of Odyssey at North Weber is expected to generate nearly \$3.0 million in property tax increment over the 25-year period, which equates to an average of approximately \$118,600 per year, as shown in **Table 4**. The present value, assuming a 5.0 percent discount rate equates to \$1.6 million or an average of \$ 63,300 per year.

Following the 25-year period, the property tax that has been redirected through the URA will revert to the original taxing entities. At that time, the parcels shown in the Plan Area are expected to generate approximately \$139,000 annually in total property taxes, which includes approximately \$155,300 generated by the property tax increment from the new development with the balance attributed to the existing improvements and their associated assessed valuation.

**Table 3. Estimated Development Value, 2025-2050**

Year	Plan Year	Residential <sup>1</sup> \$310,000/unit 120 units
2025	0	\$0
2026	1	\$18,600,000
2027	2	\$37,758,000
2028	3	\$38,324,370
2029	4	\$38,899,236
2030	5	\$39,482,724
2031	6	\$40,074,965
2032	7	\$40,676,089
2033	8	\$41,286,231
2034	9	\$41,905,524
2035	10	\$42,534,107
2036	11	\$43,172,119
2037	12	\$43,819,700
2038	13	\$44,476,996
2039	14	\$45,144,151
2040	15	\$45,821,313
2041	16	\$46,508,633
2042	17	\$47,206,262
2043	18	\$47,914,356
2044	19	\$48,633,072
2045	20	\$49,362,568
2046	21	\$50,103,006
2047	22	\$50,854,551
2048	23	\$51,617,370
2049	24	\$52,391,630
2050	25	\$53,177,505

<sup>1</sup> Reflects annual escalation of 1.5%

Source: Economic & Planning Systems

**Table 4. Estimated Property Tax Increment, 2025-2051**

Year	Plan Yr.	Appraised Val.	Assessed Value (1-Yr. Lag) <sup>[1]</sup>			Property Tax Increment	TIF Present Value
		Multifamily 90.0% of Act.	Base Val. <sup>[2]</sup> 29.00%	Multifamily 6.700%	Increment Val.	(1-Yr. Lag) 55.031 mill levy	(1-Yr. Lag) 5.00%
2025	0	\$0	\$203,800	\$0	\$0	\$0	\$0
2026	1	\$16,740,000	\$203,800	\$0	\$0	\$0	\$0
2027	2	\$33,982,200	\$209,914	\$1,121,580	\$911,666	\$0	\$0
2028	3	\$34,491,933	\$209,914	\$2,276,807	\$2,066,893	\$50,170	\$45,506
2029	4	\$35,009,312	\$216,211	\$2,310,960	\$2,094,748	\$113,743	\$98,256
2030	5	\$35,534,452	\$216,211	\$2,310,960	\$2,094,748	\$115,276	\$94,838
2031	6	\$36,067,468	\$222,698	\$2,380,808	\$2,158,110	\$115,276	\$90,322
2032	7	\$36,608,480	\$222,698	\$2,380,808	\$2,158,110	\$118,763	\$88,623
2033	8	\$37,157,608	\$229,379	\$2,452,768	\$2,223,389	\$118,763	\$84,403
2034	9	\$37,714,972	\$229,379	\$2,452,768	\$2,223,389	\$122,355	\$82,815
2035	10	\$38,280,696	\$236,260	\$2,526,903	\$2,290,643	\$122,355	\$78,871
2036	11	\$38,854,907	\$236,260	\$2,526,903	\$2,290,643	\$126,056	\$77,388
2037	12	\$39,437,730	\$243,348	\$2,603,279	\$2,359,931	\$126,056	\$73,703
2038	13	\$40,029,296	\$243,348	\$2,603,279	\$2,359,931	\$129,869	\$72,316
2039	14	\$40,629,736	\$250,648	\$2,681,963	\$2,431,315	\$129,869	\$68,872
2040	15	\$41,239,182	\$250,648	\$2,681,963	\$2,431,315	\$133,798	\$67,577
2041	16	\$41,857,770	\$258,168	\$2,763,025	\$2,504,857	\$133,798	\$64,359
2042	17	\$42,485,636	\$258,168	\$2,763,025	\$2,504,857	\$137,845	\$63,148
2043	18	\$43,122,921	\$265,913	\$2,846,538	\$2,580,625	\$137,845	\$60,141
2044	19	\$43,769,764	\$265,913	\$2,846,538	\$2,580,625	\$142,014	\$59,010
2045	20	\$44,426,311	\$273,890	\$2,932,574	\$2,658,684	\$142,014	\$56,200
2046	21	\$45,092,706	\$273,890	\$2,932,574	\$2,658,684	\$146,310	\$55,143
2047	22	\$45,769,096	\$282,107	\$3,021,211	\$2,739,104	\$146,310	\$52,517
2048	23	\$46,455,633	\$282,107	\$3,021,211	\$2,739,104	\$150,736	\$51,529
2049	24	\$47,152,467	\$290,570	\$3,112,527	\$2,821,957	\$150,736	\$49,075
2050	25	\$47,859,754	\$290,570	\$3,112,527	\$2,821,957	\$155,295	\$48,152
<b>Total</b>						<b>\$2,965,254</b>	<b>\$1,582,762</b>
<b>Avg.</b>						<b>\$118,610</b>	<b>\$63,310</b>
2051			\$290,570	\$3,206,604	\$2,916,033	\$155,295	\$45,859

<sup>[1]</sup>Reflects a biannual reassessment.<sup>[2]</sup>Biannual escalation of 3.0%

Source: Economic &amp; Planning Systems

## Taxing District Impact

### El Paso County Impact

El Paso County has a 6.9850 mill levy. Existing property taxes refer to the “Base” and will continue to be collected by El Paso County. The County’s share of the current property tax base is \$1,424, shown in **Table 5**. This base amount is expected to grow at 3.0 percent every two years resulting in an annual amount of \$2,030 for El Paso County in year 25 and generating a total of approximately \$43,000 over the 25-year period. After the 25-year period is complete, the County’s share of property tax revenues will increase to approximately \$22,400 annually due to the new development. This includes approximately \$20,400 generated by the property tax increment from Odyssey at North Weber with the balance attributed to the existing improvements.

**Table 5. El Paso County Property Tax Revenue, 2026-2051**

Year	Plan Year	El Paso County Property Tax: 6.985 mills		Total
		Base	Increment 1-Yr. Lag	
2026	1	\$1,424	\$0	\$1,424
2027	2	\$1,466	\$0	\$1,466
2028	3	\$1,466	\$6,368	\$7,834
2029	4	\$1,510	\$14,437	\$15,947
2030	5	\$1,510	\$14,632	\$16,142
2031	6	\$1,556	\$14,632	\$16,187
2032	7	\$1,556	\$15,074	\$16,630
2033	8	\$1,602	\$15,074	\$16,677
2034	9	\$1,602	\$15,530	\$17,133
2035	10	\$1,650	\$15,530	\$17,181
2036	11	\$1,650	\$16,000	\$17,650
2037	12	\$1,700	\$16,000	\$17,700
2038	13	\$1,700	\$16,484	\$18,184
2039	14	\$1,751	\$16,484	\$18,235
2040	15	\$1,751	\$16,983	\$18,734
2041	16	\$1,803	\$16,983	\$18,786
2042	17	\$1,803	\$17,496	\$19,300
2043	18	\$1,857	\$17,496	\$19,354
2044	19	\$1,857	\$18,026	\$19,883
2045	20	\$1,913	\$18,026	\$19,939
2046	21	\$1,913	\$18,571	\$20,484
2047	22	\$1,971	\$18,571	\$20,541
2048	23	\$1,971	\$19,133	\$21,103
2049	24	\$2,030	\$19,133	\$21,162
2050	25	\$2,030	\$19,711	\$21,741
<b>Total</b>		<b>\$43,042</b>	<b>\$376,375</b>	<b>\$419,417</b>
<b>Future Tax Revenue</b>				
2051		\$2,030	\$20,368	\$22,398

Source: Economic & Planning Systems



## Colorado Springs School District 11 Impact

The Plan Area is located within the Colorado Springs School District 11, which has a 40.6050 mill levy. The School District's share of the current property tax base is \$8,275, shown in **Table 6**, and will continue to be collected by the School District. The base amount is expected to grow at 3.0 percent every two years resulting in an annual amount of approximately \$11,800 in year 25 and generating a total over \$250,200 over the 25-year period. After the 25-year period is complete, the School District's share of property tax revenues will increase to approximately \$130,200 annually due to the new development. This includes about \$118,400 generated by the property tax increment from Odyssey at North Weber with the balance attributed to the existing improvements.

**Table 6. School District Property Tax Revenue, 2026-2051**

Year	Plan Year	School Dist. Property Tax: 40.605 mills		Total
		Base	Increment 1-Yr. Lag	
2026	1	\$8,275	\$0	\$8,275
2027	2	\$8,524	\$0	\$8,524
2028	3	\$8,524	\$37,018	\$45,542
2029	4	\$8,779	\$83,926	\$92,705
2030	5	\$8,779	\$85,057	\$93,837
2031	6	\$9,043	\$85,057	\$94,100
2032	7	\$9,043	\$87,630	\$96,673
2033	8	\$9,314	\$87,630	\$96,944
2034	9	\$9,314	\$90,281	\$99,595
2035	10	\$9,593	\$90,281	\$99,874
2036	11	\$9,593	\$93,012	\$102,605
2037	12	\$9,881	\$93,012	\$102,893
2038	13	\$9,881	\$95,825	\$105,706
2039	14	\$10,178	\$95,825	\$106,003
2040	15	\$10,178	\$98,724	\$108,901
2041	16	\$10,483	\$98,724	\$109,206
2042	17	\$10,483	\$101,710	\$112,193
2043	18	\$10,797	\$101,710	\$112,507
2044	19	\$10,797	\$104,786	\$115,584
2045	20	\$11,121	\$104,786	\$115,908
2046	21	\$11,121	\$107,956	\$119,077
2047	22	\$11,455	\$107,956	\$119,411
2048	23	\$11,455	\$111,221	\$122,676
2049	24	\$11,799	\$111,221	\$123,020
2050	25	\$11,799	\$114,586	\$126,384
<b>Total</b>		<b>\$250,208</b>	<b>\$2,187,933</b>	<b>\$2,438,141</b>
<b>Future Tax Revenue</b>				
2051		\$11,799	\$118,406	\$130,204

Source: Economic & Planning Systems

## City of Colorado Springs Impact

The City of Colorado Springs has a 3.5540 mill levy. The City's share of the current property tax base is \$724, shown in **Table 7**, and will continue to be collected by the City. The base amount is expected to grow at 3.0 percent every two years resulting in an annual amount of \$1,033 in year 25 and generating a total of approximately \$21,900 over the 25-year period. After the 25-year period is complete, the City's share of property tax revenues will increase to approximately \$11,400 annually due to the new development. This includes about \$10,400 generated by the property tax increment from Odyssey at North Weber with the balance attributed to the existing improvements.

**Table 7. City of Colorado Springs Property Tax Revenue, 2026-2051**

Year	Plan Year	Co. Springs Property Tax: 3.554 mills		Total
		Base	Increment 1-Yr. Lag	
2026	1	\$724	\$0	\$724
2027	2	\$746	\$0	\$746
2028	3	\$746	\$3,240	\$3,986
2029	4	\$768	\$7,346	\$8,114
2030	5	\$768	\$7,445	\$8,213
2031	6	\$791	\$7,445	\$8,236
2032	7	\$791	\$7,670	\$8,461
2033	8	\$815	\$7,670	\$8,485
2034	9	\$815	\$7,902	\$8,717
2035	10	\$840	\$7,902	\$8,742
2036	11	\$840	\$8,141	\$8,981
2037	12	\$865	\$8,141	\$9,006
2038	13	\$865	\$8,387	\$9,252
2039	14	\$891	\$8,387	\$9,278
2040	15	\$891	\$8,641	\$9,532
2041	16	\$918	\$8,641	\$9,558
2042	17	\$918	\$8,902	\$9,820
2043	18	\$945	\$8,902	\$9,847
2044	19	\$945	\$9,172	\$10,117
2045	20	\$973	\$9,172	\$10,145
2046	21	\$973	\$9,449	\$10,422
2047	22	\$1,003	\$9,449	\$10,452
2048	23	\$1,003	\$9,735	\$10,737
2049	24	\$1,033	\$9,735	\$10,767
2050	25	<u>\$1,033</u>	<u>\$10,029</u>	<u>\$11,062</u>
<b>Total</b>		<b>\$21,900</b>	<b>\$191,501</b>	<b>\$213,401</b>
<b>Future Tax Revenue</b>				
2051		\$1,033	\$10,364	\$11,396

Source: Economic & Planning Systems

## Pikes Peak Library District Impact

The Plan Area is located within the Pikes Peak Library District, which has a 3.061 mill levy. The Library District's share of the current property tax base is \$640, shown in **Table 8**, and will continue to be collected by the Library District. The base amount is expected to grow at 3.0 percent every two years resulting in an annual amount of \$912 in year 25 and generating a total of approximately \$19,300 over the 25-year period. After the 25-year period is complete, the Pikes Peak Library District's share of property tax revenues will increase to approximately \$10,100 annually due to the new development. This includes approximately \$9,200 generated by the property tax increment from Odyssey at North Weber with the balance attributed to the existing improvements.

**Table 8. Library Property Tax Revenue, 2026-2051**

Year	Plan Year	Library District Property Tax: 3.14 mills		Total
		Base	TIF Increment 1-Yr. Lag	
2026	1	\$640	\$0	\$640
2027	2	\$659	\$0	\$659
2028	3	\$659	\$2,863	\$3,522
2029	4	\$679	\$6,490	\$7,169
2030	5	\$679	\$6,578	\$7,256
2031	6	\$699	\$6,578	\$7,277
2032	7	\$699	\$6,776	\$7,476
2033	8	\$720	\$6,776	\$7,497
2034	9	\$720	\$6,981	\$7,702
2035	10	\$742	\$6,981	\$7,723
2036	11	\$742	\$7,193	\$7,934
2037	12	\$764	\$7,193	\$7,957
2038	13	\$764	\$7,410	\$8,174
2039	14	\$787	\$7,410	\$8,197
2040	15	\$787	\$7,634	\$8,421
2041	16	\$811	\$7,634	\$8,445
2042	17	\$811	\$7,865	\$8,676
2043	18	\$835	\$7,865	\$8,700
2044	19	\$835	\$8,103	\$8,938
2045	20	\$860	\$8,103	\$8,963
2046	21	\$860	\$8,348	\$9,208
2047	22	\$886	\$8,348	\$9,234
2048	23	\$886	\$8,601	\$9,487
2049	24	\$912	\$8,601	\$9,513
2050	25	<u>\$912</u>	<u>\$8,861</u>	<u>\$9,773</u>
<b>Total</b>		<b>\$19,349</b>	<b>\$169,194</b>	<b>\$188,542</b>
<b>Future Tax Revenue</b>				
2051		\$912	\$9,156	\$10,069

Source: Economic & Planning Systems

### Southeastern Colorado Water Conservancy District Impact

The Plan Area is located within the Southeastern Colorado Water Conservancy District, which has a 0.7470 mill levy. The Water Conservancy District's share of the current property tax base is \$152, shown in **Table 9**, and will continue to be collected by the Water Conservancy District. The base amount is expected to grow at 3.0 percent every two years resulting in an annual amount of \$217 in year 25 and generating a total of approximately \$4,600 over the 25-year period. After the 25-year period is complete, the Southeastern Colorado Water Conservancy District's share of property tax revenues will increase to approximately \$2,400 annually due to the new development. This includes approximately \$2,200 generated by the property tax increment from Odyssey at North Weber with the balance attributed to the existing improvements.

**Table 9. Water Conservancy Property Tax Revenue, 2026-2051**

Year	Plan Year	Water Conserv. Property Tax: 0.747 mills		Total
		Base	Increment 1-Yr. Lag	
2026	1	\$152	\$0	\$152
2027	2	\$157	\$0	\$157
2028	3	\$157	\$681	\$838
2029	4	\$162	\$1,544	\$1,705
2030	5	\$162	\$1,565	\$1,726
2031	6	\$166	\$1,565	\$1,731
2032	7	\$166	\$1,612	\$1,778
2033	8	\$171	\$1,612	\$1,783
2034	9	\$171	\$1,661	\$1,832
2035	10	\$176	\$1,661	\$1,837
2036	11	\$176	\$1,711	\$1,888
2037	12	\$182	\$1,711	\$1,893
2038	13	\$182	\$1,763	\$1,945
2039	14	\$187	\$1,763	\$1,950
2040	15	\$187	\$1,816	\$2,003
2041	16	\$193	\$1,816	\$2,009
2042	17	\$193	\$1,871	\$2,064
2043	18	\$199	\$1,871	\$2,070
2044	19	\$199	\$1,928	\$2,126
2045	20	\$205	\$1,928	\$2,132
2046	21	\$205	\$1,986	\$2,191
2047	22	\$211	\$1,986	\$2,197
2048	23	\$211	\$2,046	\$2,257
2049	24	\$217	\$2,046	\$2,263
2050	25	<u>\$217</u>	<u>\$2,108</u>	<u>\$2,325</u>
<b>Total</b>		<b>\$4,603</b>	<b>\$40,251</b>	<b>\$44,854</b>
<b>Future Tax Revenue</b>				
2051		\$217	\$2,178	\$2,395

Source: Economic & Planning Systems

## Summary of County Impact

### Cost of Service and Infrastructure Costs

Development projects such as Odyssey at North Weber will generate fiscal and economic impacts to El Paso County, with factors that are both positive and negative. Some uses, such as residential, will have more of an impact on County services and costs.

It is important to recognize that the cost of service and infrastructure costs vary depending on whether or not the development occurs within incorporated or unincorporated areas. The entire Plan Area is located within the City of Colorado Springs municipal boundaries. It is also noteworthy that many of the urban services required by the new development will be provided by the City of Colorado Springs such as police, fire, street maintenance, parks and recreation, and general administration such as planning, zoning, land use code enforcement, business licensing, etc.

There will be a modest additional service cost to the County associated with this future development within the City of Colorado Springs. According to El Paso County Finance Services Department, the cost for services for an incorporated area resident is \$342 annually. Odyssey at North Weber is estimated to bring 250 residents to northern Colorado Springs. This is an estimated annual cost of \$85,363 for El Paso County. It is assumed this service cost will be balanced by additional revenue sources, such as use tax, fees for services, and intergovernmental transfers. While modest, the County will receive sales tax revenues from the residents living within the development.

The County is expected to have no financial exposure to infrastructure costs or other capital improvements, at the time of construction or on an ongoing basis. Future infrastructure costs that are associated with development on parcels included in the Plan Area boundary are anticipated to be financed by the Developer initially, and by the Colorado Springs Urban Renewal Authority and the City of Colorado Springs in the future.

### Summary of the Net County Impact

Based on the analysis included in this report, EPS anticipates that the impact of the proposed residential development in the Odyssey at North Weber Urban Renewal Plan on El Paso County will be minimal. The County will continue to receive the base amount of \$1,424 annually with biannual escalation. By 2050, the end of the 25-year tax increment period, the County's portion of property tax is expected to increase to approximately \$22,400 as a result of the new development (**Table 5**). The County can expect to receive this approximate level of revenue upon the sunseting of the TIF in 2050.

Based on previous experience evaluating county fiscal structures, EPS has an understanding of expenditures, revenues, and alternative revenue sources that new development generates as well as the corresponding costs of service attributed to various development types. Moreover, because the future development will be located within the City of Colorado Springs, and the City is responsible for a majority of services, including ones with typically higher costs to local government (i.e., police, fire, public works, water), the County's exposure in terms of its financial outlay will be modest and is expected to be mitigated with other revenue sources.

## **Courier Services Recommendation**

Pikes Peak Library District posted RFP # 290-25-01-DIST to solicit proposals from qualified courier service providers to transport bins, totes, and boxes of library materials, supplies, and communications to its Library facilities. The existing courier contract ends December 31, 2025.

### **Background**

One of the Library's most popular services is the ability to place holds on library materials throughout the District and have them delivered to patrons' selected pickup libraries. Additionally, PPLD utilizes a "floating collection" that allows materials to be returned and shelved at any of the libraries. Shelf balancing takes place when smaller libraries send materials to larger libraries due to space restrictions. Both processes require the movement of thousands of books, audiobooks, DVDs, and other materials among the libraries each open day.

### **Analysis**

The RFP was released on August 18, 2025, and a mandatory pre-proposal meeting was held at Library 21c on August 26, 2025. At the meeting, PPLD processes and expectations were described. Prospective vendors viewed the bins used to transport materials and experienced the weight of full bins. The importance of maintaining a set schedule was stressed. Questions were taken and answered in a document posted to the RFP web page. Proposals were due September 17.

The following criteria were taken into consideration when evaluating proposals

- Completeness of proposal
- Pricing
- Quality of services and expected ability to perform required tasks and schedule
- Vendor qualifications and history
- References
- Any other items deemed in the best interests of PPLD

The RFP review committee members independently scored the proposals. References were called for the two proposals with the highest scores.

### **Recommendation**

The Courier Services RFP Committee recommends that the Courier Services contract be awarded to STAT Courier Service, Inc., which submitted the highest scoring proposal. The current contract price is \$20,347/month and the new contract will be \$15,750/month, a monthly savings of \$4,597.

### **Timeline**

Board Review and Decision  
Award Notification

Wednesday, October 15, 2025  
on or about Friday, October 17, 2025





## **Pikes Peak Library District Access to Materials Policy**

### **Board Policy**

The Board of Trustees of the Pikes Peak Library District respects and affirms the individual right to access library materials and services. The sole determination of what library materials and services a person will use rests with the individual.

The Pikes Peak Library District Board of Trustees has established policies that foster the widest possible access to the library's materials and services. A library card from the Pikes Peak Library District provides access to all library materials and services for all patrons. District residents are encouraged to have their own library cards.

The Pikes Peak Library District Board of Trustees believes that parents are responsible for guiding their children's use of library resources. Parents may choose to monitor or limit the library use of their own child. Standards applied by a child's parents for that child shall not be imposed on anyone else's child.

The guiding principles of access to library materials are embodied and expressed in the PPLD Rights and Responsibilities Statement. Procedures for implementation of the Access to Materials Policy shall be outlined in PPLD administrative policies.



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#### ~~I. District Procedures: American Library Association's Bill of Rights and Interpretations~~

##### ~~A. Library Bill of Rights~~

~~The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.~~

- ~~i. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.~~
- ~~ii. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.~~

~~iii. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.~~

~~iv. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.~~

~~v. A person's right to use a library should not be denied or abridged because of origin, age, background or views.~~

~~vi. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.~~

~~Adopted June 18, 1948; Amended February 2, 1961, June 27, 1967, and January 23, 1980-  
Inclusion of "age" reaffirmed January 23, 1996 by the ALA Council.~~

## ~~B. Freedom to Read~~

~~The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.~~

~~Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.~~

~~These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.~~

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

- ~~2.—Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.~~

~~Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.~~

- ~~3.—It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.~~

~~No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.~~

- ~~4.—There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.~~

~~To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.~~

- ~~5.—It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.~~

~~The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.~~

~~6.—It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.~~

~~It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.~~

~~7.—It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.~~

~~The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.~~

~~We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.~~

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~~This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970~~

~~consolidated with the American Educational Publishers Institute to become the Association of American Publishers.~~

~~Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.~~

### ~~C.—Freedom to View~~

~~The FREEDOM TO VIEW, along with the freedom to speak, to hear, and to read, is protected by the First Amendment to the Constitution of the United States. In a free society, there is no place for censorship of any medium of expression. Therefore these principles are affirmed:~~

- ~~1.—To provide the broadest possible access to film, video, and other audiovisual materials because they are a means for the communication of ideas. Liberty of circulation is essential to insure the constitutional guarantee of freedom of expression.~~
- ~~2.—To protect the confidentiality of all individuals and institutions using film, video, and other audiovisual materials.~~
- ~~3.—To provide film, video, and other audiovisual materials which represent a diversity of views and expression. Selection of a work does not constitute or imply agreement with or approval of the content.~~
- ~~4.—To provide a diversity of viewpoints without the constraint of labeling or prejudging film, video and other audiovisual materials on the basis of the moral, religious, or political beliefs of the producer or filmmaker or on the basis of controversial content.~~
- ~~5.—To contest vigorously, by all lawful means, every encroachment upon the public's freedom to view.~~

~~This statement was originally drafted by the Freedom to view Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was adopted by the AFVA Board of directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989.~~

### ~~D.—Access to Electronic Information, Services, and Networks:~~

#### ~~An Interpretation of the Library Bill of Rights~~

##### ~~i.—Introduction~~



~~The world is in the midst of an electronic communications revolution. Based on its constitutional, ethical, and historical heritage, American librarianship is uniquely positioned to address the broad range of information issues being raised in this revolution. In particular, librarians address intellectual freedom from a strong ethical base and an abiding commitment to the preservation of the individual's rights.~~

~~Freedom of expression is an inalienable human right and the foundation for self-government. Freedom of expression encompasses the freedom of speech and the corollary right to receive information. These rights extend to minors as well as adults. Libraries and librarians exist to facilitate the exercise of these rights by selecting, producing, providing access to, identifying, retrieving, organizing, providing instruction in the use of, and preserving recorded expression regardless of the format or technology.~~

~~The American Library Association expresses these basic principles of librarianship in its Code of Ethics and in the Library Bill of Rights and its Interpretations. These serve to guide librarians and library governing bodies in addressing issues of intellectual freedom that arise when the library provides access to electronic information, services, and networks.~~

~~Issues arising from the still-developing technology of computer-mediated information generation, distribution, and retrieval need to be approached and regularly reviewed from a context of constitutional principles and ALA policies so that fundamental and traditional tenets of librarianship are not swept away.~~

~~Electronic information flows across boundaries and barriers despite attempts by individuals, governments, and private entities to channel or control it. Even so, many people, for reasons of technology, infrastructure, or socio-economic status do not have access to electronic information.~~

~~In making decisions about how to offer access to electronic information, each library should consider its mission, goals, objectives, cooperative agreements, and the needs of the entire community it serves.~~

## ~~ii.—The Rights of Users~~

~~All library system and network policies, procedures or regulations relating to electronic resources and services should be scrutinized for potential violation of user rights.~~

~~User policies should be developed according to the policies and guidelines established by the American Library Association, including Guidelines for the Development and Implementation of Policies, Regulations, and Procedures Affecting Access to Library Materials, Services and Facilities.~~

~~Users should not be restricted or denied access for expressing or receiving constitutionally-protected speech. Users' access should not be changed without due process, including, but not limited to, formal notice and a means of appeal.~~

~~Although electronic systems may include distinct property rights and security concerns, such elements may not be employed as a subterfuge to deny users' access to information. Users have~~

~~the right to be free of unreasonable limitations or conditions set by libraries, librarians, system administrators, vendors, network service providers, or others. Contracts, agreements, and licenses entered into by libraries on behalf of their users should not violate this right. Users also have a right to information, training and assistance necessary to operate the hardware and software provided by the library.~~

~~Users have both the right of confidentiality and the right of privacy. The library should uphold these rights by policy, procedure, and practice. Users should be advised, however, that because security is technically difficult to achieve, electronic transactions and files could become public. The rights of users who are minors shall in no way be abridged.~~

### ~~iii.—Equity of Access~~

~~Electronic information, services, and networks provided directly or indirectly by the library should be equally, readily and equitably accessible to all library users. American Library Association policies oppose the charging of user fees for the provision of information services by all libraries and information services that receive their major support from public funds (50.3; 53.1.14; 60.1; 61.1). It should be the goal of all libraries to develop policies concerning access to electronic resources in light of Economic Barriers to Information Access: an Interpretation of the Library Bill of Rights and Guidelines for the Development and Implementation of Policies, Regulations and Procedures Affecting Access to Library Materials, Services and Facilities.~~

### ~~iv.—Information Resources and Access~~

~~Providing connections to global information, services, and networks is not the same as selecting and purchasing material for a library collection. Determining the accuracy or authenticity of electronic information may present special problems. Some information accessed electronically may not meet a library's selection or collection development policy. It is, therefore, left to each user to determine what is appropriate. Parents and legal guardians who are concerned about their children's use of electronic resources should provide guidance to their own children.~~

~~Libraries and librarians should not deny or limit access to information available via electronic resources because of its allegedly controversial content or because of the librarian's personal beliefs or fear of confrontation. Information retrieved or utilized electronically should be considered constitutionally protected unless determined otherwise by a court with appropriate jurisdiction.~~

~~Libraries, acting within their mission and objectives, must support access to information on all subjects that serve the needs or interests of each user, regardless of the user's age or the content of the material. Libraries have an obligation to provide access to government information available in electronic format. Libraries and librarians should not deny access to information solely on the grounds that it is perceived to lack value.~~

In order to prevent the loss of information, and to preserve the cultural record, libraries may need to expand their selection or collection development policies to ensure preservation, in appropriate formats, of information obtained electronically.

Electronic resources provide unprecedented opportunities to expand the scope of information available to users. Libraries and librarians should provide access to information presenting all points of view. The provision of access does not imply sponsorship or endorsement. These principles pertain to electronic resources no less than they do to the more traditional sources of information in libraries.

*Adopted by the ALA Council, January 24, 1996*

## **Access to Electronic Information, Services and Networks: An Interpretation of the Library Bill of Rights**

**June 5, 1997**

In January of 1996, the American Library Association (ALA) approved Access to Electronic Information, Services, and Networks: An Interpretation of the Library Bill of Rights. ALA's Intellectual Freedom Committee then convened to produce a sample set of questions and answers to clarify the implications and applications of this Interpretation.

Many of the following questions will not have a single answer. Each library must develop policies in keeping with its mission, objectives, and users. Librarians must also be cognizant of local legislation and judicial decisions that may affect implementation of their policies. All librarians are professionally obligated to strive for free access to information.

### **Introduction**

1. What are the factors that uniquely position American librarianship to provide access to electronic information?

Electronic media offer an unprecedented forum for the sharing of information and ideas envisioned by the Founding Fathers in the U.S. Constitution. Their vision cannot be realized unless libraries provide free access to electronic information, services, and networks.

Thomas Jefferson, James Madison, and others laid the basis for a government that made education, access to information, and toleration for dissent cornerstones of a great democratic experiment. With geographic expansion and the rise of a mass press, American government facilitated these constitutional principles through the creation of such innovative institutions as the public school, land grant colleges, and the library. By the close of the 19th century, professionally trained librarians developed specialized techniques in support of their democratic mission. In the 1930's, the Library Bill of Rights acknowledged librarians' ethical responsibility to the Constitution's promise of access to information in all formats to all people.

~~2.—What is the library's role in facilitating freedom of expression in an electronic arena?~~

~~Libraries are a national information infrastructure providing people with access and participation in the electronic arena. Libraries are essential to the informed debate demanded by the Constitution and for the provision of access to electronic information resources to those who might otherwise be excluded.~~

~~3.—Why should libraries extend access to electronic information resources to minors?~~

~~Those libraries with a mission that includes service to minors should make available to them a full range of information necessary to become thinking adults and the informed electorate envisioned in the Constitution. The opportunity to participate responsibly in the electronic arena is also vital for nurturing the information literacy skills demanded by the Information Age. Only parents and legal guardians have the right and responsibility to restrict their children's and only their own children's access to any electronic resource.~~

~~4.—Do ALA intellectual freedom and ethics policies apply to the provision of access to electronic information, services and networks?~~

~~Yes, because information is information regardless of format. Library resources in electronic form are increasingly recognized as vital to the provision of information that is the core of the library's role in society.~~

~~5.—Does the ALA require that libraries adopt the Library Bill of Rights or the ALA Code of Ethics?~~

~~No. ALA has no authority to govern or regulate libraries. ALA's policies are voluntary and serve only as guidelines for local policy development.~~

~~6.—Does ALA censure libraries or librarians who do not adhere to or adopt the Library Bill of Rights or the ALA Code of Ethics?~~

~~No.~~

~~7.—Do libraries need to develop policies about access to electronic information, services, and networks?~~

~~Yes. Libraries should formally adopt and periodically reexamine policies that develop from the missions and goals specific to their institutions.~~

~~Rights of Users~~

8.—What can we do when vendors/network providers/licensors attempt to limit or edit access to electronic information?

Librarians should be strong advocates of open access to information regardless of storage media. When purchasing electronic information resources, libraries should thus attempt to empower themselves during contract negotiations with vendors/network providers/licensors to ensure the least restrictive access in current and future products.

Libraries themselves along with any parent institution and consortia partners should also communicate their intellectual freedom concerns and public responsibilities in the production of their own electronic information resources.

9.—How can libraries help to ensure library user confidentiality in regard to electronic information access?

Librarians must be aware of patron confidentiality laws on library records for their particular state and community. In accordance with such laws and professional ethical responsibilities, librarians should ensure and routinely review policies and procedures for maintaining confidentiality of personally identifiable use of library materials, facilities, or services. These especially include electronic circulation and online use records. Hence, libraries and their consortiums should ensure that their automated circulation systems, other electronic information resources, and outside provider services strive to conform to applicable laws and the library's ethical duty to protect confidentiality of users.

Electronic records on individual use patterns should also be strictly safeguarded. Software and protocols should be designed for the automatic and timely deletion of personal identifiers from the tracking elements within electronic databases. System access to computer terminals or other stations should also be designed to eliminate indicators of the research strategy or use patterns of any identifiable patron. For example, the efforts of the last user of a terminal or program should not remain on the monitor or be easily retrievable from a buffer or cache by subsequent users. Library or institutional monitoring for reserving time on the machines and the amount of time spent in electronic information resources should be similarly circumspect in protecting the patron's privacy rights.

Libraries and their institutions should provide physical environments that facilitate user privacy for accessing electronic information. For instance, libraries should consider placing terminals, printers, and access stations so that user privacy is enhanced. Where resources are limited, libraries should consider time, place and manner restrictions.

Finally, libraries must be sensitive to the special needs for confidential access to electronic information sources of physically challenged patrons.

10. Our library is just one of many autonomous institutions in a consortium. How can we be sure that our cooperating partners honor the confidentiality of our library users in a shared network environment?

This is a contractual and legal matter. The importance of confidentiality of personally identifiable information about library users transcends individual institutional and type of library boundaries. Libraries should establish and regularly review interlibrary and interagency cooperative agreements to ensure clear confidentiality policies and procedures, which obligate all members of a cooperative, or all departments and libraries within a parent institutions.

11. Do libraries need an "acceptable use policy" for electronic information access? If so, what elements should be considered for inclusion?

Access questions are rooted in Constitutional mandates and a Library Bill of Rights that reach across all media. These should be professionally interpreted through general service policies that also relate to the specific mission and objectives of the institution. Such general policies can benefit from the legacy and precedents within the ALA's Intellectual Freedom Manual, including new interpretations for electronic resources.

Reasonable restrictions placed on the time, place, and manner of library access should be used only when necessary to achieve substantial library managerial objectives and only in the least restrictive manner possible. In other words, libraries should focus on developing policies that ensure broad access to information resources of all kinds, citing as few restrictions as possible, rather than developing more limited "acceptable use" policies that seek to define limited ranges of what kinds of information can be accessed by which patrons and in what manner.

12. Why shouldn't parental permission be required for minor access to electronic information?

As with any other information format, parents are responsible for determining what they wish their own children to access electronically. Libraries may need to help parents understand their options during the evolving information revolution, but should not be in the policing position of enforcing parental restrictions within the library. In addition, libraries cannot use children as an excuse to violate their Constitutional duty to help provide for an educated adult electorate.

The Library Bill of Rights—its various Interpretations (especially Free Access to Libraries for Minors; Access for Children and Young People to Videotapes and Other Nonprint Formats), and ALA's Guidelines for the Development and Implementation of Policies, Regulations and Procedures Affecting Access to Library Materials, Services and Facilities—also endorse the rights of youth to library resources and information as part of their inalienable rights and the passage to informed adulthood. Electronic information access is no different in these regards.

13. Does our library have to make provisions for patrons with disabilities to access electronic information?

Yes. The Americans With Disabilities Act and other federal and state laws forbid providers of public services, whether publicly or privately governed, from discriminating against individuals with disabilities. All library information services, including access to electronic information, should be accessible to patrons regardless of disability.

Many methods are available and under development to make electronic information universally accessible, including adaptive devices, software, and human assistance. Libraries must consider such tools in trying to meet the needs of persons with disabilities in the design or provision of electronic information services.

#### Equity of Access

14. My library recognizes different classes of users. Is this a problem?

The mission and objectives of some libraries recognizes distinctions between classes of users. For example, academic libraries may have different categories of users (e.g., faculty, students, others). Public libraries may distinguish between residents and non-residents. School library-media centers embrace curricular support as their primary mission; some have further expanded access to their collections. Special libraries vary their access policies depending on their definition of primary clientele. Establishing different levels of users should not automatically assume the need for different levels of access.

15. Does the statement that "electronic information, services, and networks provided directly or indirectly by the library should be equally, readily, and equitably available to all library users" mean that exactly the same service must be available to anyone who wants to use the library?

No. It means that access to services should not be denied on the basis of an arbitrary classification, for example, age or physical ability to use the equipment. This phrase, from *Economic Barriers to Information Access: An Interpretation of the Library Bill of Rights*, clarifies that simply making printed information sources available to those unable to pay while charging for electronic information sources abridges the principles of equality and equity.

16. Which is a higher priority to offer more information or not to charge fees? Does this mean my library cannot charge fees?

The higher priority is free services. Charging fees creates barriers to access. That is why ALA has urged librarians, in *"Economic Barriers to Information Access,"* to "resist the temptation to impose user fees to alleviate financial pressures, at long term cost to institutional integrity and public confidence in libraries."



~~17. Does "provision of information services" include printouts?~~

~~Whenever possible, all services should be without fees. Any decision to charge for service should be based on whether the fee creates a barrier to access. For example, some libraries have long provided free access to printed magazines while charging for photocopies. Translated to the electronic environment, this means that some libraries will provide the text on the screen at no charge, but might charge for printouts.~~

~~18. If my library has no "major support from public funds," can we then charge fees?~~

~~Yes, but ALA advocates achieving equitable access and avoiding and eliminating barriers to information and ideas whenever possible.~~

~~19. What do you do if one person monopolizes the equipment?~~

~~This is a policy issue to be established within each library according to its mission and goals. Time, place, and manner restrictions should be applied equitably to all users.~~

~~Information Resources and Access~~

~~20. How does providing connections to "global information, services, and networks" differ from selecting and purchasing material for an individual library?~~

~~Selection begins with the institution's mission and objectives. The librarian performs an initial selection from available resources, and then the user makes a choice from that collection. Many electronic resources, such as CDs, are acquired for the library's collection in this traditional manner. Collections consist of fixed discrete items.~~

~~When libraries provide Internet access, they provide a means for people to use the wealth of information stored on computers throughout the world, whose ever-changing contents are created, maintained and made available beyond the library. The library also provides a means for the individual user to choose for him- or herself the resources accessed and to interact electronically with other computer users throughout the world.~~

~~21. How can libraries use their selection expertise to help patrons use the Internet?~~

~~Libraries should play a proactive role in guiding parents to the most effective locations and answers. Library websites are one starting place to the vast resources of the Internet. All libraries are encouraged to develop websites, including links, to Internet resources to meet the information needs of their users. These links should be made within the existing mission, collection development policy and selection criteria of the library.~~

~~22. Should the library deny access to Constitutionally protected speech on the Internet in order to protect its users or reflect community values?~~

~~No. The library should not deny access to constitutionally protected speech. People have a right to receive constitutionally protected speech, and any restriction of those rights imposed by a library violates the U.S. Constitution.~~

~~23. Does using software that filters or blocks access to electronic information resources on the Internet violate this policy?~~

~~The use of filters implies a promise to protect the user from objectionable material. This task is impossible given current technology and the inability to define absolutely the information to be blocked.~~

~~The filters available would place the library in a position of restricting access to information. The library's role is to provide access to information from which individuals choose the material for themselves.~~

~~Technology could be developed that would allow individual users of public terminals to exercise a choice to impose restrictions on their own searches. If these types of filters become available, libraries should carefully scrutinize them in light of their mission and goals.~~

~~24. Why do libraries have an obligation to provide government information in electronic format?~~

~~The role of libraries is to provide ideas and information across the spectrum of social and political thought and to make these ideas and this information available to anyone who needs or wants it. In a democracy libraries have a particular obligation to provide library users with information necessary for participation in self-governance. Because access to government information is rapidly shifting to electronic format only, libraries should plan to continue to provide access to information in this format, as well.~~

~~25. What is the library's role in the preservation of electronic formats?~~

~~The online electronic medium is ephemeral and information may disappear without efforts to save it. When libraries create information, they have the responsibility to preserve and archive it, if it meets the library's mission statement.~~

~~26. Does "must support access to information on all subjects..." mean a library must provide material on all subjects for all users, even if those users are not part of the library's community of users or the material is not appropriate for the library?~~

~~The institution's mission and objectives will drive these decisions.~~

~~27. The Interpretation states that libraries should not deny access to resources solely because they are perceived to lack value. Does this mean the library must buy or obtain every electronic resource available?~~

~~No. The institution's mission and objectives will drive these decisions.~~

~~28. How can the library avoid becoming a game room and still provide access to this material?~~

~~Libraries sometimes seek to prohibit the playing of computer games because the demand for terminals exceeds the supply. The libraries impose time, place or manner restrictions to the use of electronic equipment and resources. Such restrictions should not be based on the viewpoint expressed in the information being accessed.~~

~~29. Do copyright laws apply to electronic information?~~

~~Yes. Librarians have an ethical responsibility to keep abreast of copyright and fair use rights. This responsibility applies to:~~

- ~~1. The library's own online publications~~
- ~~2. Contractual obligations with authors and publishers~~
- ~~3. Informing library users of copyright laws which apply to their use of electronic information.~~

## ~~E. Access to Library Resources and Services Regardless of Gender or Sexual Orientation~~

### ~~An Interpretation of the Library Bill of Rights~~

~~American libraries exist and function within the context of a body of laws derived from the United States Constitution and the First Amendment. The Library Bill of Rights embodies the basic policies which guide libraries in the provision of services, materials and programs.~~

~~In the preamble to its Library Bill of Rights, the American Library Association affirms that all [emphasis added] libraries are forums for information and ideas. This concept of forum and its accompanying principle of inclusiveness pervade all six articles of the Library Bill of Rights.~~

~~The American Library Association stringently and unequivocally maintains that libraries and librarians have an obligation to resist efforts that systematically exclude materials dealing with any subject matter, including gender, homosexuality, bisexuality, lesbianism, heterosexuality, gay lifestyles, or any facet of sexual orientation:~~

- ~~i. Article I of the Library Bill of Rights states that "Materials should not be excluded because of the origin, background, or views of those contributing to their creation." The Association~~

affirms that books and other materials coming from gay presses, gay, lesbian, or bisexual authors or other creators, and materials dealing with gay lifestyles are protected by the Library Bill of Rights. Librarians are obligated by the Library Bill of Rights to endeavor to select materials without regard to the gender or sexual orientation of their creators by using the criteria identified in their written, approved selection policies (ALA policy 53.1.5).

- ii. Article II maintains that "Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval." Library services, materials, and programs representing diverse points of view on gender or sexual orientation should be considered for purchase and inclusion in library collections and programs. (ALA policies 53.1.1, 53.1.9, and 53.1.11). The Association affirms that attempts to proscribe or remove materials dealing with gay or lesbian life without regard to the written, approved selection policy violate this tenet and constitute censorship.
- iii. Articles III and IV mandate that libraries "challenge censorship" and cooperate with those "resisting abridgement of free expression and free access to ideas."
- iv. Article V holds that "A person's right to use a library should not be denied or abridged because of origin, age, background or views." In the Library Bill of Rights and all its interpretations, it is intended that: "origin" encompasses all the characteristics of individuals that are inherent in the circumstances of their birth; "age" encompasses all the characteristics of individuals that are inherent in their levels of development and maturity; "background" encompasses all the characteristics of individuals that are a result of their life experiences; and "views" encompasses all the opinions and beliefs held and expressed by individuals.

Therefore, Article V of the Library Bill of Rights mandates that library services, materials, and programs be available to all members of the community the library serves, without regard to gender or sexual orientation.

- v. Article VI maintains that "Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use." This protection extends to all groups and members of the community the library serves, without regard to gender or sexual orientation.

The American Library Association holds that any attempt, be it legal or extra-legal, to regulate or suppress library services, materials, or programs must be resisted in order that protected expression is not abridged. Librarians have a professional obligation to ensure that all library users have free and equal access to the entire range of library services, materials, and programs. Therefore, the Association strongly opposes any effort to limit access to information

and ideas. The Association also encourages librarians to proactively support the First Amendment rights of all library users, including gays, lesbians, and bisexuals.

Adopted by the ALA Council, June 30, 1993.

At the 2008 ALA Annual Conference, upon recommendation by the Council Intellectual Freedom Committee, the ALA Council adopted the following revision to ALA Policy 53.1.15-53.1.15

The American Library Association stringently and unequivocally maintains that libraries and librarians have an obligation to resist efforts that systematically exclude materials dealing with any subject matter, including sex, gender identity, or sexual orientation. The Association also encourages librarians to proactively support the First Amendment rights of all library users, regardless of sex, gender identity, or sexual orientation. Adopted 1993, amended 2000, 2004, 2008.

#### F.—Access to Resources and Services in the School Library Media Program

##### An interpretation of the Library Bill of Rights

The school library plays a unique role in promoting, protecting and educating about intellectual freedom. It serves as a point of voluntary access to information and ideas and as a learning laboratory for students as they acquire critical thinking and problem-solving skills needed in a pluralistic society. Although the educational level and program of the school necessarily shape the resources and services of a school library, the principles of the *Library Bill of Rights* apply equally to all libraries, including school libraries. Under these principles, all students have equitable access to library facilities, resources, and instructional programs.

School librarians assume a leadership role in promoting the principles of intellectual freedom within the school by providing resources and services that create and sustain an atmosphere of free inquiry. School librarians work closely with teachers to integrate instructional activities in classroom units designed to equip students to locate, evaluate, and use a broad range of ideas effectively. Intellectual freedom is fostered by educating students in the use of critical thinking skills to empower them to pursue free inquiry responsibly and independently. Through resources, programming, and educational processes, students and teachers experience the free and robust debate characteristic of a democratic society.

School librarians cooperate with other individuals in building collections of resources that meet the needs as well as the developmental and maturity levels of students. These collections provide resources that support the mission of the school district and are consistent with its philosophy, goals, and objectives. Resources in school library collections are an integral component of the curriculum and represent diverse points of view on both current and historical issues. These

resources include materials that support the intellectual growth, personal development, individual interests, and recreational needs of students.

While English is, by history and tradition, the customary language of the United States, the languages in use in any given community may vary. Schools serving communities in which other languages are used make efforts to accommodate the needs of students for whom English is a second language. To support these efforts, and to ensure equitable access to resources and services, the school library provides resources that reflect the linguistic pluralism of the community.

Members of the school community involved in the collection development process employ educational criteria to select resources unfettered by their personal, political, social, or religious views. Students and educators served by the school library have access to resources and services free of constraints resulting from personal, partisan, or doctrinal disapproval. School librarians resist efforts by individuals or groups to define what is appropriate for all students or teachers to read, view, hear, or access regardless of technology, format or method of delivery.

Major barriers between students and resources include but are not limited to imposing age, grade-level, or reading level restrictions on the use of resources; limiting the use of interlibrary loan and access to electronic information; charging fees for information in specific formats; requiring permission from parents or teachers; establishing restricted shelves or closed collections; and labeling. Policies, procedures, and rules related to the use of resources and services support free and open access to information.

It is the responsibility of the governing board to adopt policies that guarantee students access to a broad range of ideas. These include policies on collection development and procedures for the review of resources about which concerns have been raised. Such policies, developed by persons in the school community, provide for a timely and fair hearing and assure that procedures are applied equitably to all expressions of concern. It is the responsibility of school librarians to implement district policies and procedures in the school to ensure equitable access to resources and services for all students.

Adopted July 2, 1986, by the ALA Council; amended January 10, 1990; July 12, 2000; January 19, 2005; and July 2, 2008.

## G.—Challenged Materials

### An Interpretation of the Library Bill of Rights

*Libraries: An American Value* states, “We protect the rights of individuals to express their opinions about library resources and services.” The American Library Association declares as a matter of

firm principle that it is the responsibility of every library to have a clearly defined written policy for collection development that includes a procedure for review of challenged materials. Selection of online resources, including Web sites, should also be governed by this collection development policy and be subject to the same procedures for review of challenged materials. This policy reflects the *Library Bill of Rights* and is approved by the appropriate governing authority.

Challenged materials should remain in the collection during the review process. The *Library Bill of Rights* states in Article I that “Materials should not be excluded because of the origin, background, or views of those contributing to their creation,” and in Article II, that “Materials should not be proscribed or removed because of partisan or doctrinal disapproval.” Freedom of expression is protected by the Constitution of the United States, but constitutionally protected expression is often separated from unprotected expression only by a dim and uncertain line. The Supreme Court has held that the

Constitution requires a procedure designed to examine critically all challenged expression before it can be suppressed.<sup>1</sup> A hearing is a part of this procedure. Materials that meet the criteria for selection and inclusion within the collection should not be removed. Therefore, any attempt, be it legal or extra-legal,\* to regulate or suppress materials in libraries must be closely scrutinized to the end that protected expression is not abridged.

Adopted June 25, 1971; amended July 1, 1981; amended January 10, 1990; January 28, 2009, by the ALA Council.

*\* “Extra legal” refers to actions that are not regulated or sanctioned by law. These can include attempts to remove or suppress materials by library staff and library board members that circumvent the library’s collection development policy, or actions taken by elected officials or library board members outside the established legal process for making legislative or board decisions. “Legal process” includes challenges to library materials initiated and conducted pursuant to the library’s collection development policy, actions taken by legislative bodies or library boards during official sessions or meetings, or litigation undertaken in courts of law with jurisdiction over the library and the library’s governing body.*

## H. Diversity in Collection Development

### An Interpretation of the Library Bill of Rights

Collection development should reflect the philosophy inherent in Article II of the *Library Bill of Rights*: “Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.” Library collections must represent the diversity of people and ideas in our society. There are many complex facets to any issue, and many contexts in which issues may be expressed, discussed, or interpreted. Librarians have an obligation to select and support access



to materials and resources on all subjects that meet, as closely as possible, the needs, interests, and abilities of all persons in the community the library serves.

Librarians have a professional responsibility to be inclusive, not exclusive, in collection development and in the provision of interlibrary loan. Access to all materials and resources legally obtainable should be assured to the user, and policies should not unjustly exclude materials and resources even if they are offensive to the librarian or the user. This includes materials and resources that reflect a diversity of political, economic, religious, social, minority, and sexual issues. A balanced collection reflects a diversity of materials and resources, not an equality of numbers.

Collection development responsibilities include selecting materials and resources in different formats produced by independent, small and local producers as well as information resources from major producers and distributors. Materials and resources should represent the languages commonly used in the library's service community and should include formats that meet the needs of users with disabilities. Collection development and the selection of materials and resources should be done according to professional standards and established selection and review procedures. Librarians may seek to increase user awareness of materials and resources on various social concerns by many means, including, but not limited to, issuing lists of resources, arranging exhibits, and presenting programs.

Over time, individuals, groups, and entities have sought to limit the diversity of library collections. They cite a variety of reasons that include prejudicial language and ideas, political content, economic theory, social philosophies, religious beliefs, sexual content and expression, and other potentially controversial topics. Examples of such censorship may include removing or not selecting materials because they are considered by some as racist or sexist; not purchasing conservative religious materials; not selecting resources about or by minorities because it is thought these groups or interests are not represented in a community; or not providing information or materials from or about non-mainstream political entities. Librarians have a professional responsibility to be fair, just, and equitable and to give all library users equal protection in guarding against violation of the library patron's right to read, view, or listen to materials and resources protected by the First Amendment, no matter what the viewpoint of the author, creator, or selector. Librarians have an obligation to protect library collections from removal of materials and resources based on personal bias or prejudice.

Intellectual freedom, the essence of equitable library services, provides for free access to all expressions of ideas through which any and all sides of a question, cause, or movement may be explored. Toleration is meaningless without tolerance for what some may consider detestable. Librarians must not permit their own preferences to limit their degree of tolerance in collection development.

Adopted July 14, 1982, by the ALA Council; amended January 10, 1990; July 2, 2008.

## ~~I.—Economic Barriers to Information Access~~

### ~~An Interpretation of the Library Bill of Rights~~

~~A democracy presupposes an informed citizenry. The First Amendment mandates the right of all persons to free expression, and the corollary right to receive the constitutionally protected expression of others. The publicly supported library provides free, equal, and equitable access to information for all people of the community the library serves. While the roles, goals and objectives of publicly supported libraries may differ, they share this common mission.~~

~~The library's essential mission must remain the first consideration for librarians and governing bodies faced with economic pressures and competition for funding.~~

~~In support of this mission, the American Library Association has enumerated certain principles of library services in the [Library Bill of Rights](#).~~

#### ~~i.——Principles Governing Fines, Fees, and User Charges~~

~~Article I of the *Library Bill of Rights* states:~~

~~Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves.~~

~~Article V of the *Library Bill of Rights* states:~~

~~A person's right to use a library should not be denied or abridged because of origin, age, background, or views.~~

~~The American Library Association opposes the charging of user fees for the provision of information by all libraries and information services that receive their major support from public funds. All information resources that are provided directly or indirectly by the library, regardless of technology, format, or methods of delivery, should be readily, equally and equitably accessible to all library users.~~

~~Libraries that adhere to these principles systematically monitor their programs of service for potential barriers to access and strive to eliminate such barriers when they occur. All library policies and procedures, particularly those involving fines, fees, or other user charges, should be scrutinized for potential barriers to access. All services should be designed and implemented with care, so as not to infringe on or interfere with the provision or delivery of information and~~

~~resources for all users. Services should be reevaluated regularly to ensure that the library's basic mission remains uncompromised.~~

~~Librarians and governing bodies should look for alternative models and methods of library administration that minimize distinctions among users based on their economic status or financial condition. They should resist the temptation to impose user fees to alleviate financial pressures, at long term cost to institutional integrity and public confidence in libraries.~~

~~Library services that involve the provision of information, regardless of format, technology, or method of delivery, should be made available to all library users on an equal and equitable basis. Charging fees for the use of library collections, services, programs, or facilities that were purchased with public funds raises barriers to access. Such fees effectively abridge or deny access for some members of the community because they reinforce distinctions among users based on their ability and willingness to pay.~~

## ~~ii. — Principles Governing Conditions of Funding~~

~~Article II of the *Library Bill of Rights* states:~~

~~Materials should not be proscribed or removed because of partisan or doctrinal disapproval.~~

~~Article III of the *Library Bill of Rights* states:~~

~~Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.~~

~~Article IV of the *Library Bill of Rights* states:~~

~~Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.~~

~~The American Library Association opposes any legislative or regulatory attempt to impose content restrictions on library resources, or to limit user access to information, as a condition of funding for publicly supported libraries and information services.~~

~~The First Amendment guarantee of freedom of expression is violated when the right to receive that expression is subject to arbitrary restrictions based on content.~~

~~Librarians and governing bodies should examine carefully any terms or conditions attached to library funding and should oppose attempts to limit through such conditions full and equal access to information because of content. This principle applies equally to private gifts or bequests and to public funds. In particular, librarians and governing bodies have an obligation to reject such restrictions when the effect of the restriction is to limit equal and equitable access to information.~~

Librarians and governing bodies should cooperate with all efforts to create a community consensus that publicly supported libraries require funding unfettered by restrictions. Such a consensus supports the library mission to provide the free and unrestricted exchange of information and ideas necessary to a functioning democracy.

The Association's historic position in this regard is stated clearly in a number of Association policies: 50.4 "Free Access to Information," 50.8 "Financing of Libraries," 51.2 "Equal Access to Library Service," 51.3 "Intellectual Freedom," 53 "Intellectual Freedom Policies," 59.1 "Policy Objectives," and 60 "Library Services for the Poor."

Adopted February 2, 1973; amended July 1, 1981, by the ALA Council. Adopted June 30, 1993, by the ALA Council.

## J.—Evaluating Library Collections

### An Interpretation of the Library Bill of Rights

The continuous review of library materials is necessary as a means of maintaining an active library collection of current interest to users. In the process, materials may be added and physically deteriorated or obsolete materials may be replaced or removed in accordance with the collection maintenance policy of a given library and the needs of the community it serves. Continued evaluation is closely related to the goals and responsibilities of each library and is a valuable tool of collection development. This procedure is not to be used as a convenient means to remove materials that might be viewed as controversial or objectionable. Such abuse of the evaluation function violates the principles of intellectual freedom and is in opposition to the Preamble and Articles I and II of the Library Bill of Rights, which state:

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

- i.—Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- ii.—Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

~~The American Library Association opposes internal censorship and strongly urges that libraries adopt guidelines setting forth the positive purposes and principles of evaluation of materials in library collections.~~

~~Adopted February 2, 1973, by the ALA Council; amended July 1, 1981; June 2, 2008.~~

## ~~K. Exhibit Spaces and Bulletin Boards~~

### ~~An Interpretation of the Library Bill of Rights~~

~~Libraries often provide exhibit spaces and bulletin boards. The uses made of these spaces should conform to the [Library Bill of Rights](#): Article I states, "Materials should not be excluded because of the origin, background, or views of those contributing to their creation." Article II states, "Materials should not be proscribed or removed because of partisan or doctrinal disapproval." Article VI maintains that exhibit space should be made available "on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use."~~

~~In developing library exhibits, staff members should endeavor to present a broad spectrum of opinion and a variety of viewpoints. Libraries should not shrink from developing exhibits because of controversial content or because of the beliefs or affiliations of those whose work is represented. Just as libraries do not endorse the viewpoints of those whose work is represented in their collections, libraries also do not endorse the beliefs or viewpoints of topics that may be the subject of library exhibits.~~

~~Exhibit areas often are made available for use by community groups. Libraries should formulate a written policy for the use of these exhibit areas to assure that space is provided on an equitable basis to all groups that request it.~~

~~Written policies for exhibit space use should be stated in inclusive rather than exclusive terms. For example, a policy that the library's exhibit space is open "to organizations engaged in educational, cultural, intellectual, or charitable activities" is an inclusive statement of the limited uses of the exhibit space. This defined limitation would permit religious groups to use the exhibit space because they engage in intellectual activities, but would exclude most commercial uses of the exhibit space.~~

~~A publicly supported library may designate use of exhibit space for strictly library-related activities, provided that this limitation is viewpoint neutral and clearly defined.~~

~~Libraries may include in this policy rules regarding the time, place, and manner of use of the exhibit space, so long as the rules are content neutral and are applied in the same manner to all groups wishing to use the space. A library may wish to limit access to exhibit space to groups~~

~~within the community served by the library. This practice is acceptable provided that the same rules and regulations apply to everyone, and that exclusion is not made on the basis of the doctrinal, religious, or political beliefs of the potential users.~~

~~The library should not censor or remove an exhibit because some members of the community may disagree with its content. Those who object to the content of any exhibit held at the library should be able to submit their complaint and/or their own exhibit proposal to be judged according to the policies established by the library.~~

~~Libraries may wish to post a permanent notice near the exhibit area stating that the library does not advocate or endorse the viewpoints of exhibits or exhibitors.~~

~~Libraries that make bulletin boards available to public groups for posting notices of public interest should develop criteria for the use of these spaces based on the same considerations as those outlined above. Libraries may wish to develop criteria regarding the size of material to be displayed, the length of time materials may remain on the bulletin board, the frequency with which material may be posted for the same group, and the geographic area from which notices will be accepted.~~

~~Adopted July 2, 1991, by the ALA Council; amended June 30, 2004.~~

## ~~L.—Expurgation of Library Materials~~

### ~~An Interpretation of the Library Bill of Rights~~

~~Expurgating library resources is a violation of the American Library Association's *Library Bill of Rights*. Expurgation as defined by this Interpretation includes any deletion, excision, alteration, editing, or obliteration of any part of a library resource by administrators, employees, governing authorities, parent institutions (if any), or third party vendors when done for the purposes of censorship. Such action stands in violation of Articles I, II, and III of the *Library Bill of Rights*, which state that "Materials should not be excluded because of the origin, background, or views of those contributing to their creation," "Materials should not be proscribed or removed because of partisan or doctrinal disapproval," and "Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment."~~

~~The act of expurgation denies access to the complete work and the entire spectrum of ideas that the work is intended to express. This is censorship. Expurgation based on the premise that certain portions of a work may be harmful to minors is equally a violation of the *Library Bill of Rights*.~~

~~Expurgation without permission from the rights holder may violate the copyright provisions of the United States Code.~~

~~The decision of rights holders to alter or expurgate future versions of a work does not impose a duty on librarians to alter or expurgate earlier versions of a work. Librarians should resist such requests in the interest of historical preservation and opposition to censorship. Furthermore, librarians oppose expurgation of resources available through licensed collections. Expurgation of any library resource imposes a restriction, without regard to the rights and desires of all library users, by limiting access to ideas and information.~~

~~Adopted February 2, 1973, by the ALA Council; amended July 1, 1981; January 10, 1990; July 2, 2008; and July 1, 2014.~~

## ~~M. Access to Library Resources and Services for Minors~~

### ~~An Interpretation of the Library Bill of Rights~~

~~(formerly titled "Free Access to Libraries for Minors")~~

~~Library policies and procedures that effectively deny minors equal and equitable access to all library resources and services available to other users violate the American Library Association's *Library Bill of Rights*. The American Library Association opposes all attempts to restrict access to library services, materials, and facilities based on the age of library users.~~

~~Article V of the *Library Bill of Rights* states, "A person's right to use a library should not be denied or abridged because of origin, age, background, or views." The "right to use a library" includes free access to, and unrestricted use of, all the services, materials, and facilities the library has to offer. Every restriction on access to, and use of, library resources, based solely on the chronological age, educational level, literacy skills, or legal emancipation of users violates Article V.~~

~~Libraries are charged with the mission of providing services and developing resources to meet the diverse information needs and interests of the communities they serve. Services, materials, and facilities that fulfill the needs and interests of library users at different stages in their personal development are a necessary part of library resources. The needs and interests of each library user, and resources appropriate to meet those needs and interests, must be determined on an individual basis. Librarians cannot predict what resources will best fulfill the needs and interests of any individual user based on a single criterion such as chronological age, educational level, literacy skills, or legal emancipation. Equitable access to all library resources and services shall not be abridged through restrictive scheduling or use policies.~~

~~Libraries should not limit the selection and development of library resources simply because minors will have access to them. Institutional self-censorship diminishes the credibility of the library in the community and restricts access for all library users.~~



Children and young adults unquestionably possess First Amendment rights, including the right to receive information through the library in print, sound, images, data, games, software, and other formats.<sup>1</sup> Constitutionally protected speech cannot be suppressed solely to protect children or young adults from ideas or images a legislative body believes to be unsuitable for them.<sup>2</sup> Librarians and library governing bodies should not resort to age restrictions in an effort to avoid actual or anticipated objections because only a court of law can determine whether or not content is constitutionally protected.

The mission, goals, and objectives of libraries cannot authorize librarians or library governing bodies to assume, abrogate, or overrule the rights and responsibilities of parents and guardians. As “Libraries: An American Value” states, “We affirm the responsibility and the right of all parents and guardians to guide their own children’s use of the library and its resources and services.” Librarians and library governing bodies cannot assume the role of parents or the functions of parental authority in the private relationship between parent and child. Librarians and governing bodies should maintain that only parents and guardians have the right and the responsibility to determine their children’s—and only their children’s—access to library resources. Parents and guardians who do not want their children to have access to specific library services, materials, or facilities should so advise their children.

Librarians and library governing bodies have a public and professional obligation to ensure that all members of the community they serve have free, equal, and equitable access to the entire range of library resources regardless of content, approach, or format. This principle of library service applies equally to all users, minors as well as adults. Lack of access to information can be harmful to minors. Librarians and library governing bodies must uphold this principle in order to provide adequate and effective service to minors.

#### Note

1. See *Brown v. Entertainment Merchant’s Association, et al.* 564 U.S. 08-1448 (2011): a) Video games qualify for First Amendment protection. Like protected books, plays, and movies, they communicate ideas through familiar literary devices and features distinctive to the medium. And ‘the basic principles of freedom of speech . . . do not vary’ with a new and different communication medium.”

2. See *Erznoznik v. City of Jacksonville*, 422 U.S. 205 (1975): “Speech that is neither obscene as to youths nor subject to some other legitimate proscription cannot be suppressed solely to protect the young from ideas or images that a legislative body thinks unsuitable for them. In most circumstances, the values protected by the First Amendment are no less applicable when government seeks to control the flow of information to minors.” See also *Tinker v. Des Moines School Dist.*, 393 U.S. 503 (1969); *West Virginia Bd. of Ed. v. Barnette*, 319 U.S. 624 (1943); *AAMA v. Kendrick*, 244 F.3d 572 (7th Cir. 2001).

Adopted June 30, 1972, by the ALA Council; amended July 1, 1981; July 3, 1991; June 30, 2004; July 2, 2008 under previous name “Free Access to Libraries for Minors”; and July 1, 2014.

## ~~N. Library Initiated Programs as a Resource~~

### ~~An Interpretation of the Library Bill of Rights~~

~~Library-initiated programs support the mission of the library by providing users with additional opportunities for information, education, and recreation. Article I of the *Library Bill of Rights* states: “Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves.”~~

~~Library-initiated programs take advantage of library staff expertise, collections, services and facilities to increase access to information and information resources. Library-initiated programs introduce users and potential users to the resources of the library and to the library’s primary function as a facilitator of information access. The library may participate in cooperative or joint programs with other agencies, organizations, institutions, or individuals as part of its own effort to address information needs and to facilitate information access in the community the library serves.~~

~~Library-initiated programs on site and in other locations include, but are not limited to, speeches, community forums, discussion groups, demonstrations, displays, and live or media presentations.~~

~~Libraries serving multilingual or multicultural communities should make efforts to accommodate the information needs of those for whom English is a second language. Library-initiated programs that cross language and cultural barriers introduce otherwise underserved populations to the resources of the library and provide access to information.~~

~~Library-initiated programs “should not be proscribed or removed [or canceled] because of partisan or doctrinal disapproval” of the contents of the program or the views expressed by the participants, as stated in Article II of the *Library Bill of Rights*. Library sponsorship of a program does not constitute an endorsement of the content of the program or the views expressed by the participants, any more than the purchase of material for the library collection constitutes an endorsement of the contents of the material or the views of its creator.~~

~~Library-initiated programs are a library resource, and, as such, are developed in accordance with written guidelines, as approved and adopted by the library’s policy-making body. These guidelines should include an endorsement of the *Library Bill of Rights* and set forth the library’s commitment to free and open access to information and ideas for all users.~~

~~Library staff selects topics, speakers and resource materials for library-initiated programs based on the interests and information needs of the community. Topics, speakers and resource materials are not excluded from library-initiated programs because of possible controversy. Concerns,~~

~~questions or complaints about library-initiated programs are handled according to the same written policy and procedures that govern reconsiderations of other library resources.~~

~~Library-initiated programs are offered free of charge and are open to all. Article V of the *Library Bill of Rights* states: "A person's right to use a library should not be denied or abridged because of origin, age, background, or views."~~

~~The "right to use a library" encompasses all the resources the library offers, including the right to attend library-initiated programs. Libraries do not deny or abridge access to library resources, including library-initiated programs, based on an individual's economic background or ability to pay.~~

~~Adopted January 27, 1982, by the ALA Council; amended June 26, 1990; July 12, 2000.~~

## ~~O. Meeting Rooms~~

### ~~An Interpretation of the Library Bill of Rights~~

~~Many libraries provide meeting rooms for individuals and groups as part of a program of service. Article VI of the Library Bill of Rights states that such facilities should be made available to the public served by the given library "on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use."~~

~~Libraries maintaining meeting room facilities should develop and publish policy statements governing use. These statements can properly define time, place, or manner of use; such qualifications should not pertain to the content of a meeting or to the beliefs or affiliations of the sponsors. These statements should be made available in any commonly used language within the community served.~~

~~If meeting rooms in libraries supported by public funds are made available to the general public for non-library sponsored events, the library may not exclude any group based on the subject matter to be discussed or based on the ideas that the group advocates. For example, if a library allows charities and sports clubs to discuss their activities in library meeting rooms, then the library should not exclude partisan political or religious groups from discussing their activities in the same facilities. If a library opens its meeting rooms to a wide variety of civic organizations, then the library may not deny access to a religious organization. Libraries may wish to post a permanent notice near the meeting room stating that the library does not advocate or endorse the viewpoints of meetings or meeting room users.~~

~~Written policies for meeting room use should be stated in inclusive rather than exclusive terms. For example, a policy that the library's facilities are open "to organizations engaged in educational, cultural, intellectual, or charitable activities" is an inclusive statement of the limited uses to which~~

~~the facilities may be put. This defined limitation would permit religious groups to use the facilities because they engage in intellectual activities, but would exclude most commercial uses of the facility.~~

~~A publicly supported library may limit use of its meeting rooms to strictly "library-related" activities, provided that the limitation is clearly circumscribed and is viewpoint neutral.~~

~~Written policies may include limitations on frequency of use, and whether or not meetings held in library meeting rooms must be open to the public. If state and local laws permit private as well as public sessions of meetings in libraries, libraries may choose to offer both options. The same standard should be applicable to all.~~

~~If meetings are open to the public, libraries should include in their meeting room policy statement a section which addresses admission fees. If admission fees are permitted, libraries shall seek to make it possible that these fees do not limit access to individuals who may be unable to pay, but who wish to attend the meeting. Article V of the Library Bill of Rights states that "a person's right to use a library should not be denied or abridged because of origin, age, background, or views." It is inconsistent with Article V to restrict indirectly access to library meeting rooms based on an individual's or group's ability to pay for that access.~~

~~Adopted July 2, 1991, by the ALA Council.~~

## ~~P.—Restricted Access to Library Materials~~

### ~~An Interpretation of the Library Bill of Rights~~

~~Libraries are a traditional forum for the open exchange of information. Restricting access to library materials violates the basic tenets of the American Library Association's *Library Bill of Rights*.~~

~~Some libraries block access to certain materials by placing physical or virtual barriers between the user and those materials. For example, materials are sometimes labeled for content or placed in a "locked case," "adults only," "restricted shelf," or "high demand" collection. Access to certain materials is sometimes restricted to protect them from theft or mutilation, or because of statutory authority or institutional mandate.~~

~~In some libraries, access is restricted based on computerized reading management programs that assign reading levels to books and/or users and limit choices to titles on the program's reading list. Titles not on the reading management list have been removed from the collection in some school libraries. Organizing collections by reading management program level, ability, grade, or age level is another example of restricted access. Even though the chronological age or grade level of users is not representative of their information needs or total reading abilities, users may feel inhibited from selecting resources located in areas that do not correspond to their assigned characteristics.~~

Physical restrictions and content filtering of library resources and services may generate psychological, service, or language skills barriers to access as well. Because restricted materials often deal with controversial, unusual, or sensitive subjects, having to ask a library worker for access to them may be embarrassing or inhibiting for patrons desiring access. Even when a title is listed in the catalog with a reference to its restricted status, a barrier is placed between the patron and the publication. (See also “Labeling and Rating Systems.”) Because restricted materials often feature information that some people consider objectionable, potential library users may be predisposed to think of labeled and filtered resources as objectionable and be discouraged from asking for access to them.

Federal and some state statutes require libraries that accept specific types of federal and/or state funding to install content filters that limit access to Internet resources for minors and adults. Internet filters applied to Internet resources in some libraries may prevent users from finding targeted categories of information, much of which is constitutionally protected. The use of Internet filters must be addressed through library policies and procedures to ensure that users receive information and that filters do not prevent users from exercising their First Amendment rights. Users have the right to unfiltered access to constitutionally protected information. (See also “Access to Digital Information, Services, and Networks.”)

Library policies that restrict access to resources for any reason must be carefully formulated and administered to ensure they do not violate established principles of intellectual freedom. This caution is reflected in ALA policies, such as “Evaluating Library Collections,” “Free Access to Libraries for Minors,” “Preservation Policy,” and the ACRL “Code of Ethics for Special Collections Librarians.”

Donated resources require special consideration. In keeping with the “Joint Statement on Access” of the American Library Association and Society of American Archivists, libraries should avoid accepting donor agreements or entering into contracts that impose permanent restrictions on special collections. As stated in the “Joint Statement on Access,” it is the responsibility of a library with such collections “to make available original research materials in its possession on equal terms of access.”

A primary goal of the library profession is to facilitate access to all points of view on current and historical issues. All proposals for restricted access should be carefully scrutinized to ensure that the purpose is not to suppress a viewpoint or to place a barrier between users and content. Libraries must maintain policies and procedures that serve the diverse needs of their users and protect the First Amendment right to receive information.

Adopted February 2, 1973, by the ALA Council; amended July 1, 1981; July 3, 1991; July 12, 2000; June 30, 2004; January 28, 2009; and July 1, 2014.

## ~~Q.—Statement on Labeling and Rating Systems~~

### ~~An Interpretation of the Library Bill of Rights~~

~~Libraries do not advocate the ideas found in their collections or in resources accessible through the library. The presence of books and other resources in a library does not indicate endorsement of their contents by the library. Likewise, providing access to digital information does not indicate endorsement or approval of that information by the library. Labeling and rating systems present distinct challenges to these intellectual freedom principles.~~

~~Many organizations use or devise rating systems as a means of advising either their members or the general public regarding the organization's opinions of the contents and suitability or appropriate age for use of certain books, films, recordings, websites, games, or other materials. The adoption, enforcement, or endorsement of any of these rating systems by a library violates the American Library Association's *Library Bill of Rights* and may be unconstitutional. If enforcement of labeling or rating systems is mandated by law, the library should seek legal advice regarding the law's applicability to library operations.~~

~~Viewpoint-neutral directional labels are a convenience designed to save time. These are different in intent from attempts to prejudice or discourage users or restrict their access to resources. Labeling as an attempt to prejudice attitudes is a censor's tool. The American Library Association opposes labeling as a means of predisposing people's attitudes toward library resources.~~

~~Prejudicial labels are designed to restrict access, based on a value judgment that the content, language, or themes of the resource, or the background or views of the creator(s) of the resource, render it inappropriate or offensive for all or certain groups of users. The prejudicial label is used to warn, discourage, or prohibit users or certain groups of users from accessing the resource. Such labels sometimes are used to place materials in restricted locations where access depends on staff intervention.~~

~~Viewpoint-neutral directional aids facilitate access by making it easier for users to locate resources. Users may choose to consult or ignore the directional aids at their own discretion.~~

~~Directional aids can have the effect of prejudicial labels when their implementation becomes proscriptive rather than descriptive. When directional aids are used to forbid access or to suggest moral or doctrinal endorsement, the effect is the same as prejudicial labeling.~~

~~Libraries sometimes acquire resources that include ratings as part of their packaging. Librarians should not endorse the inclusion of such rating systems; however, removing or destroying the ratings—if placed there by, or with permission of, the copyright holder—could constitute expurgation (see “Expurgation of Library Materials: An Interpretation of the *Library Bill of Rights*”). In addition, the inclusion of ratings on bibliographic records in library catalogs is a violation of the *Library Bill of Rights*.~~



~~Prejudicial labeling and ratings presuppose the existence of individuals or groups with wisdom to determine by authority what is appropriate or inappropriate for others. They presuppose that individuals must be directed in making up their minds about the ideas they examine. The fact that libraries do not advocate or use proscriptive labels and rating systems does not preclude them from answering questions about them. The American Library Association affirms the rights of individuals to form their own opinions about resources they choose to read or view.~~

~~Adopted July 13, 1951, by the ALA Council; amended June 25, 1971; July 1, 1981; June 26, 1990; January 19, 2005; July 15, 2009; July 1, 2014.~~

## ~~R. The Universal Right to Free Expression~~

### ~~An Interpretation of the Library Bill of Rights~~

~~Freedom of expression is an inalienable human right and the foundation for self-government. Freedom of expression encompasses the freedoms of speech, press, religion, assembly, and association, and the corollary right to receive information without interference and without compromising personal privacy.~~

~~The American Library Association endorses this principle, which is also set forth in the Universal Declaration of Human Rights, adopted by the United Nations General Assembly. The Preamble of this document states that "... recognition of the inherent dignity and of the equal and inalienable rights of all members of the human family is the foundation of freedom, justice, and peace in the world..." and "... the advent of a world in which human beings shall enjoy freedom of speech and belief and freedom from fear and want has been proclaimed as the highest aspiration of the common people...."~~

~~Article 12 of this document states:~~

~~No one shall be subjected to arbitrary interference with his privacy, family, home or correspondence, nor to attacks upon his honor or reputation. Everyone has the right to the protection of the law against such interference or attacks.~~

~~Article 18 of this document states:~~

~~Everyone has the right to freedom of thought, conscience and religion; this right includes freedom to change his religion or belief, and freedom, either alone or in community with others and in public or private, to manifest his religion or belief in teaching, practice, worship and observance.~~

~~Article 19 states:~~



Everyone has the right to freedom of opinion and expression; this right includes freedom to hold opinions without interference and to seek, receive and impart information and ideas through any media regardless of frontiers.

Article 20 states:

1. Everyone has the right to freedom of peaceful assembly and association.
2. No one may be compelled to belong to an association.

On December 18, 2013, the United Nations General Assembly adopted a resolution reaffirming that the right to personal privacy applies to the use of communications technology and digital records, and requiring the governments of member nations to “respect and protect” the privacy rights of individuals.

We affirm our belief that these are inalienable rights of every person, regardless of origin, age, background, or views. We embody our professional commitment to these principles in the *Library Bill of Rights* and *Code of Ethics*, as adopted by the American Library Association.

We maintain that these are universal principles and should be applied by libraries and librarians throughout the world. The American Library Association’s policy on International Relations reflects these objectives: “... to encourage the exchange, dissemination, and access to information and the unrestricted flow of library materials in all formats throughout the world.”

We know that censorship, ignorance, and manipulation are the tools of tyrants and profiteers. We support the principles of Net neutrality, transparency, and accountability. We maintain that both government and corporate efforts to suppress, manipulate, or intercept personal communications and search queries with minimal oversight or accountability, and without user consent, is oppressive and discriminatory. The technological ability of commercial and government interests to engage in the massive collection and aggregation of personally identifiable information without due process and transparency is an abuse of the public trust and inimical to privacy and free expression. We believe that everyone benefits when each individual is treated with respect, and ideas and information are freely shared, openly debated, and vigorously tested in the market of public experience.

The American Library Association is unswerving in its commitment to human rights, but cherishes a particular commitment to privacy and free expression; the two are inseparably linked and inextricably entwined with the professional practice of librarianship. We believe that the rights of privacy and free expression are not derived from any claim of political, racial, economic, or cultural hegemony. These rights are inherent in every individual. They cannot be surrendered or subordinated, nor can they be denied, by the decree of any government or corporate interest. True justice and equality depend upon the constant exercise of these rights.

We recognize the power of information and ideas to inspire justice, to restore freedom and dignity to the exploited and oppressed, to change the hearts and minds of the oppressors, and to offer opportunities for a better life to all people.

Courageous people, in difficult and dangerous circumstances throughout human history, have demonstrated that freedom lives in the human heart and cries out for justice even in the face of threats, enslavement, imprisonment, torture, exile, and death. We draw inspiration from their example. They challenge us to remain steadfast in our most basic professional responsibility to promote and defend the rights of privacy and free expression.

There is no good censorship. Any effort to restrict free expression and the free flow of information through any media and regardless of frontiers aids discrimination and oppression. Fighting oppression with censorship is self-defeating. There is no meaningful freedom for the individual without personal privacy. A society that does not respect the privacy of the individual will be blind to the erosion of its rights and liberties.

Threats to the privacy and freedom of expression of any person anywhere are threats to the privacy and freedom of all people everywhere. Violations of these human rights have been recorded in virtually every country and society across the globe. Vigilance in protecting these rights is our best defense.

In response to these violations, we affirm these principles:

The American Library Association opposes any use of governmental prerogative that leads to intimidation of individuals that prevents them from exercising their rights to hold opinions without interference, and to seek, receive, and impart information and ideas. We urge libraries and librarians everywhere to resist such abuse of governmental power, and to support those against whom such governmental power has been employed.

The American Library Association condemns any governmental effort to involve libraries and librarians in restrictions on the right of any individual to hold opinions without interference, and to seek, receive, and impart information and ideas. Such restrictions, whether enforced by statutes or regulations, contractual stipulations, or voluntary agreements, pervert the function of the library and violate the professional responsibilities of librarians.

The American Library Association rejects censorship in any form. Any action that denies the inalienable human rights of individuals only damages the will to resist oppression, strengthens the hand of the oppressor, and undermines the cause of justice.

The American Library Association will not abrogate these principles. We believe that censorship corrupts the cause of justice, and contributes to the demise of freedom.

Adopted January 16, 1991, by the ALA Council; amended on July 1, 2014.

### ~~S.—Libraries: An American Value~~

~~Libraries in America are cornerstones of the communities they serve. Free access to the books, ideas, resources, and information in America's libraries is imperative for education, employment, enjoyment, and self-government.~~

~~Libraries are a legacy to each generation, offering the heritage of the past and the promise of the future. To ensure that libraries flourish and have the freedom to promote and protect the public good in the 21st century, we believe certain principles must be guaranteed.~~

~~To that end, we affirm this contract with the people we serve:~~

- ~~•—We defend the constitutional rights of all individuals, including children and teenagers, to use the library's resources and services;~~
- ~~•—We value our nation's diversity and strive to reflect that diversity by providing a full spectrum of resources and services to the communities we serve;~~
- ~~•—We affirm the responsibility and the right of all parents and guardians to guide their own children's use of the library and its resources and services;~~
- ~~•—We connect people and ideas by helping each person select from and effectively use the library's resources;~~
- ~~•—We protect each individual's privacy and confidentiality in the use of library resources and services;~~
- ~~•—We protect the rights of individuals to express their opinions about library resources and services;~~
- ~~•—We celebrate and preserve our democratic society by making available the widest possible range of viewpoints, opinions and ideas, so that all individuals have the opportunity to become lifelong learners—informed, literate, educated, and culturally enriched.~~

~~Change is constant, but these principles transcend change and endure in a dynamic technological, social, and political environment.~~

~~By embracing these principles, libraries in the United States can contribute to a future that values and protects freedom of speech in a world that celebrates both our similarities and our differences, respects individuals and their beliefs, and holds all persons truly equal and free.~~

~~Adopted February 3, 1999, by the Council of the American Library Association~~

## **Collection Development Policy**

### **BOARD POLICY**

Pikes Peak Library District's (PPLD) Collection Development Policy guides the selection and continuous evaluation of the collection to reflect PPLD's mission. Ultimate responsibility for the collection rests with the Board of Trustees.

PPLD provides library materials in a variety of formats that meet one or more of the following criteria:

- Are responsive to community needs and relevant to residents' lives;
- empower citizens to explore diverse opinions and conduct research on topics of interest;
- inspire people to learn, create, and discover; and
- highlight the history and culture of the Pikes Peak region.

Library resources are provided for the interest, information, and entertainment of all people the Library serves.

A formal [Reconsideration of Library Resources and Use of Library Facilities Policy](#) and process has been developed in accordance with C.R.S. § 24-90-122(2) for complaints and requests to reconsider items within the Library's collection.

Procedures for implementation of the Board's Collection Development Policy shall be outlined in PPLD administrative policies.

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### PROCEDURES

#### I. District Procedures

- A. ~~The collection contains information on a variety of subjects and views, and it is organized to provide access to patrons within the limitations of space and budget. As the largest public library in the Pikes Peak region, PPLD seeks to provide current, popular, or well-reviewed materials, as well as classic and enduring titles.~~
- B. ~~PPLD has adopted American Library Association (ALA) guidelines on public access to information for its Access to Materials Policy:~~
  - ~~• Library Bill of Rights~~
  - ~~• Interpretations of the Library Bill of Rights~~
  - ~~• Freedom to Read~~

- Freedom to View

~~C.—PPLD seeks to develop an outstanding collection for a large and diverse population, within the constraints of budget allocations and shelf space. PPLD strives to provide materials reflecting a variety of perspectives, with emphasis on new and popular materials. Not all criteria must be met, and no one criterion will be decisive. Additional criteria may be used to select materials for specific collections. Materials purchased for the collection are not an endorsement by PPLD of either the content or viewpoint presented in them.~~

Patron purchase requests and interlibrary loans are additional avenues of obtaining materials for patron use.

The following general criteria are used to evaluate potential purchases and gift materials:

- ~~Relevant to community needs and interests~~
- ~~Favorable attention of critics, reviewers, and the public~~
- ~~Reputation/qualifications of author, artist, publisher, or producer without regard to political, religious, or other affiliations~~
- ~~Date of publication~~
- ~~Cost~~
- ~~Artistic merit, literary value, or recognized award recipient~~
- ~~Local or national significance~~
- ~~Permanence or timeliness~~
- ~~Quality of presentation in relation to content and audience~~
- ~~Suitability of physical format for library shelving and circulation, including binding, condition, readability of type, packaging, specialized equipment needs, and technical quality for electronic media~~

- Evaluation of titles in relation to current holdings, available shelf space, patron demand, and budget
- Availability of information elsewhere
- Legal, licensing, or copyright issues
- Availability from preferred vendors, where possible
- Representation of various cultures, viewpoints, and interests

Items generally excluded from selection include:

- Textbooks and curriculum-related works unless they are considered useful to the general reader as an introduction to a subject and their presentation is superior to other sources
- Scholarly and technical materials that are carried by academic or special libraries
- Materials having removable media such as memorabilia, patterns, stickers, or toys unless the materials are usable without these items
- Puzzle or workbooks that encourage filling in blanks
- Materials that are publicized solely through infomercials or personal websites and authoritative and evaluative information about them is lacking

-

D.—Penrose and East Libraries offer large circulating collections as well as strong reference collections that support in-depth reference service for the District. PPLD's other library facilities and mobile libraries serve specific communities in the District and have limited space. However, all patrons have access to circulating materials through the floating



collection and the reservation system. PPLD materials are shared throughout the District.

- E. The Library's website provides access to eMaterials, such as eBooks, eAudios, eMagazines, eVideos, eComics, and eMusic. Selection of eMaterials is based upon the same selection criteria used for the rest of PPLD's collection. Not all titles are available in all formats.
- F. Special Collections, housed in Penrose Library, consists of regional history and genealogy collections of interest to the general public and specialized researchers. The regional history collection preserves and provides access to published and unpublished documentary resources (i.e., books, pamphlets, maps, photographs, family papers, business records, and audio and video recordings) important to the study of the history and cultural heritage of the Pikes Peak region.

The genealogy collection includes published resources valuable for the study of one's ancestry. This collection encompasses the continental United States from the colonial period through the early 20th century, with emphasis on the states east of the Rocky Mountains. Limited resources for doing research in England, Scotland, Ireland, Germany, and other European countries are also collected.

These collections are non-circulating. Materials must be used in the Special Collections area.

- G. The electronic research collection consists of authoritative databases and eBooks. Databases are used by patrons and Library staff to provide or supplement reference services. Many of the databases contain specialized information beyond the depth of PPLD's circulating collections; others have information that is more easily accessed online than in print format. Scope, subject coverage, time span, frequency of updates, authority, and currency are considered in reviewing electronic resources.
- H. The criteria for materials selection also apply in the acceptance of gifted books and other collection materials. Once a gift is accepted by PPLD, it becomes the property of PPLD unconditionally. Gift magazines and subscriptions may be accepted by PPLD subject to the same selection and retention policies as regular subscriptions. Gifted materials that are not added to the collection, as well as donated materials, are given to the Friends of PPLD for potential sale coordination, with fundraising to support the District. PPLD will provide the donor a letter of acknowledgment upon request; however, it is up to the donor to place a value on gifted materials or material donations.
- I. A memorial is created when money or material is donated to add books or other materials to the collection, usually in memory or honor of an individual or group. PPLD welcomes suggestions for purchases but

reserves the right to the final decision regarding all materials. A memorial may be placed in the library collection for reference or circulating use. PPLD will insert a memorial book plate for memorial items.

## ~~H. Guidelines~~

- ~~A. The number of copies of a title that are purchased varies with the expected popularity of that title. Demand for individual titles is monitored and additional copies are purchased to meet that demand.~~
- ~~B. The collection receives ongoing review in order to maintain its relevancy and physical condition, as well as accommodate shelf space. Staff uses the following criteria in choosing materials for retention or withdrawal:~~
  - ~~• Condition~~
  - ~~• Relevance to community needs~~
  - ~~• Information: accurate, timely, up-to-date~~
  - ~~• Number of copies in the collection across all formats~~
  - ~~• Circulation statistics~~
  - ~~• Shelf space~~
  - ~~• Relevance/sustainability of format~~
  - ~~• Availability elsewhere, including other libraries, online, or via interlibrary loan~~

~~Materials withdrawn from the collection are given to the Friends of PPLD or a vendor for resale. Materials that are damaged or unsellable will be recycled, when feasible, or discarded. PPLD does not remove materials from its collection for the purpose of selling them.~~

- ~~C. PPLD believes in freedom of information for all and does not practice censorship. This principle applies to all formats included in PPLD's collection. Materials may be considered controversial, and any given item may offend some person. Selections are not made on the basis of anticipated approval or disapproval but on the merits of the material and collection needs. Exclusion of materials may occur due to cost, accessibility, limited demand, or lack of documentation, but never solely because of expression, language, viewpoint, or mature content.~~

~~PPLD holds choice of materials to be a purely individual matter. While anyone is personally free to reject books and other materials, an individual may not restrict the free choice of others.~~

~~Parents or legal guardians are responsible for monitoring materials used by their own children. Library selection decisions are not influenced by the possibility that materials may be accessible to minors. Materials are not labeled to show approval or disapproval or to indicate certain philosophies. Access to items is not restricted except for protection from damage or theft.~~

~~A formal Reconsideration of Library Resources and Use of Library Facilities Policy and process has been developed to assure that complaints and requests for reconsideration are handled in an attentive and consistent manner. PPLD will carefully reevaluate an item when a Request for Reconsideration form is submitted. The Library considers the value of each item in its entirety and within the context of the collection, not on specific passages or sections within the item itself.~~

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*Approved by the Board of Trustees March, 16, 2022*