



Town of Silverton

REGULAR MEETING – Silverton Board of Trustees
Silverton Town Hall – January 22, 2024
Call to Order & Roll Call – 7:00pm

ATTENTION: The Town of Silverton Trustee meetings are being conducted in a hybrid virtual/in-person. Instructions for public participation in Town Trustee meetings are as follows:

- Zoom Webinar Link: <https://us02web.zoom.us/j/88637487127>
- By Telephone: Dial 669-900-6833 and enter Webinar ID 886 3748 7127 when prompted.
- YouTube (live and recorded for later viewing, does not support public comment):
www.youtube.com/channel/UCmJgal9lUXK5TZahHugprpQ

If you would like to make a public comment during a specific Agenda Item, please submit a request to the Town Administrator at gkaasch-buerger@silverton.co.us

MEETING PROTOCOLS: Please turn off cell phones; be respectful and take personal conversations into the lobby. The public is invited to attend all regular meetings and work sessions of the Board of Trustees. Please be advised, public comment will not be taken during the work session meetings. Closing Public Comment must be related to an agenda item.

Regular Meeting @ 7:00pm

- 1) Staff and/or Board Revisions to Agenda
- 2) Public Comment - *Comments must be limited to three (3) minutes in duration.*
- 3) Presentations/Proclamations
- 4) New Business
 - a) Resolution 2024-01 A Resolution authorizing the Town of Silverton to join with other local governments as a Participant in the Colorado Local Government Liquid Asset Trust (the Trust) to pool funds for investment
 - b) Request for Qualifications: Preliminary Engineering Services for Wastewater Treatment System Improvements
 - c) SPECIAL EVENT RESCHEDULE: Dog Sled Race
- 5) Approval of Consent Agenda Items
 - a) Payroll
 - b) Meeting Minutes 1.8.24
 - c) Accounts Payable
 - d) Sales Tax November 2023
 - e) SPECIAL EVENT NOTICE: Snowscapes – February 9-11, 2024
 - f) SPECIAL EVENT NOTICE: Whiteout – February 2-3, 2024
 - g) SPECIAL EVENT NOTICE: Banked Slalom – February 24, 2024
 - h) SPECIAL EVENT NOTICE: Ski Race – January 28, 2024
- 6) Staff Reports
- 7) Committee/Board Reports
 - a) Finance Committee Meeting 1.16
 - b) Chamber of Commerce Board 1.16
 - c) San Juan Regional Planning Commission 1.16



Town of Silverton

- d) Historic Review Committee Work Session 1.17
- e) Library Board 1.18
- 8) Trustee Reports
- 9) Continued Business
 - a) Resolution 2024-02 Resolution 2024-01 A Resolution of the Town of Silverton Authorizing a Municipal Lease Purchase Agreement with Citizens State Bank for the Lease and Purchase of a 2006 International 10 Wheel Dump Truck
 - b) Brownfields RFP Award
 - c) Wetlands Application Pause Discussion
 - d) Kendall Deck RFP Award
 - e) Marijuana Tax Increase Ballot Language
- 10) Public Comment

Adjourn

Up-coming Meeting Dates:

- 1.24 @5pm Historic Review Committee Meeting
- 1.31 @6pm Learning Session: Hazards and Overlays in Zoning
- 2.12 @7pm Regular Meeting
- 2.14 @6pm Learning Session: Affordable Housing and Zoning
- 2.20 @9am Finance Committee Meeting

End of Agenda



AGENDA MEMO

SUBJECT: Resolution 2024-01 A Resolution authorizing the Town of Silverton to join with other local governments as a Participant in the Colorado Local Government Liquid Asset Trust (the Trust) to pool funds for investment
STAFF CONTACT: Gloria Kaasch-Buerger
MEETING DATE: January 22, 2024

Overview: The Town Administrator would like to reopen an account with COLOTRUST. In 2022 the account was closed out because, at the time, the town had over 7 bank accounts and in order to organize, the accounts were consolidated. After changing accountants and having the Administrator take on more financial duties, it was realized that a ColoTrust account would benefit the town finances by providing a place where our general fund can reside and collect significant interest. In summer months we could keep the excess funds in the COLOTRUST and then transfer them over for operating in the winter.

The Finance Committee reviewed this request at their January 16th meeting and recommends this for approval.

COLOTRUST is a statutory trust organized and existing under the laws of the state of Colorado and is intended solely for the use of Colorado local governments; the Trust was created on January 1, 1985, by an Indenture of Trust in accordance with the Pooling Act. COLOTRUST is designed to provide local governments with a convenient method for investing in high-quality, short- to medium-term securities carefully chosen to provide for safety and liquidity while still prioritizing interest earnings.

Budget Impact:

Interest rates are close to 5.5% (determined at the time of sign up)

For example if we kept \$250,000 in this account, we would earn about \$13,750 in a year. The Town Administrator would be responsible for monitoring our finances and making sure that we have enough to cover operating while keeping the rest of the funds earning interest.

Master Plan Priority:

Building Community Trust and Improving Governance: Strategy E: Town Capacity and Governance--4 Ensure that the Town's budget adequately covers the costs of public services that are provided by the Town. Proactively plan to ensure that adequate funding can be maintained over the long-term and can keep pace with future cost increases.

Suggested Motion or Direction:

Motion to adopt Resolution 2024-01 A Resolution authorizing the Town of Silverton to join with other local governments as a Participant in the Colorado Local Government Liquid Asset Trust (the Trust) to pool funds for investment



RESOLUTION 2024-01

A RESOLUTION AUTHORIZING THE TOWN OF SILVERTON TO JOIN WITH OTHER LOCAL GOVERNMENTS AS A PARTICIPANT IN THE COLORADO LOCAL GOVERNMENT LIQUID ASSET TRUST (THE TRUST) TO POOL FUNDS FOR INVESTMENT.

WHEREAS, pursuant to Part 7, Article 24 (C.R.S.), it is lawful for any local government to pool any moneys in its treasury that are not immediately required to be disbursed with the same such moneys in the treasury of any other local government in order to take advantage of short-term investments and maximize net interest earnings; **and**

WHEREAS, the Trust is a statutory trust formed under the laws of the state of Colorado in accordance with the provisions of Parts 6 and 7, Article 24 and Articles 10.5 and 47 of Title 11 of the Colorado Revised Statutes regarding the investing, pooling for investment, and protection of public funds; and

WHEREAS, The Town of Silverton desires to become a Participant in the Trust.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF SILVERTON, COLORADO THAT:

1. The Town of Silverton Board of Trustees hereby approves, adopts, and thereby joins as a Participant with other local governments pursuant to Part 7, Article 75, Title 24 of the Colorado Revised Statutes that certain Amended and Restated Indenture of Trust entitled the Colorado Liquid Government Asset Trust dated May 1, 2021 as amended from time to time, the terms of which are incorporated herein by this reference and a copy of which shall be filed with the minutes of the meeting at which this Resolution was adopted; and
2. The Designee and Authorized Signatories are those persons listed on the Trust Registration Form attached hereto and incorporated herein. The Authorized Signatories are authorized by the Participant to direct the investment of such Participants' investment funds.
3. The Designee and Authorized Signatories may be changed from time to time by written notice to COLOTRUST; and
4. The Trust currently has three investment portfolios COLOTRUST PRIME, COLOTRUST PLUS+, and COLOTRUST EDGE. Prior to investing in any of the portfolios offered by the Trust, Participants are encouraged to review the COLOTRUST Information Statements and Investment Policies for each portfolio.

THIS RESOLUTION was approved and adopted the 22nd day of January, 2024 by the Board of Trustees of the Town of Silverton, Colorado.

TOWN OF SILVERTON, COLORADO

Shane Fuhrman, Mayor

ATTEST:

Melina Marks Lanis, Town Clerk



AGENDA MEMO

SUBJECT: Request for Qualifications: Preliminary Engineering Services for Wastewater Treatment System Improvements

STAFF CONTACT: John Sites

TRUSTEE MEETING DATE: January 22, 2024

Overview:

Wastewater Treatment Facility Replacement Project

This project would replace our current lagoon treatment facility with a modern mechanical facility that will upgrade our treatment capability to address modern and future effluent parameters. The old plant is also beyond its design life and is struggling to meet current water quality discharge standards. The timeline for such an undertaking is three to five years and we are currently in year one. Staff have applied for and received a \$10,000 planning grant that will get planning started on facility size requirements and effluent parameters through the State Health Department (CDPHE). Staff has drafted the Request for Qualifications to engineering firms to initiate this process in the coming months.

After the initial planning is completed, researching funding for the project will be the next step. Funding may come from several sources, depending upon what is available and how much, for the following stages of the project which include design and construction. The cost to complete the project is unknown but is estimated to be in the \$20-\$30-million-dollar range.

Budget Impact:

The \$10,000 grant from CDPHE will match our budgeted \$10,000 for this project.

Master Plan Priority:

Improving our Existing Infrastructure- Strategy A: Invest in Maintenance and Upgrades of Existing and New Utility Infrastructure; Action #1 Implement Wastewater System Rehabilitation Project (new treatment plant and collections).

Trustee Priority:

2.1 a. Access funding/generate revenue for Master Plan execution based on community priorities.

Suggested Motion or Direction:

Motion to release the Request for Qualifications for the preliminary engineering services for the wastewater treatment system improvements.



Town of Silverton

Request for
Qualifications
Town of
Silverton, CO
Preliminary Engineering Services for
Wastewater Treatment System Improvements

The Town of Silverton (Silverton), a statutory city located in (the county seat of) San Juan County, Colorado is seeking a Statement of Qualifications from qualified Water/Wastewater Engineering Firms (W/WWEF) for project planning services to improve the Town's wastewater treatment plant/sewer improvements. Silverton owns and operates a water/wastewater enterprise utility that currently services approximately 595 customers. There are 548 residential dwellings in town and 47 commercial users. The wastewater treatment facility currently serves the Town's needs, however the ability to meet future discharge permit limits and anticipated growth is unknown. The city will soon be receiving a discharge permit renewal.

The W/WWEF will provide planning and engineering professional services needed to upgrade or replace the existing wastewater treatment plant to meet the new discharge limits and anticipated future growth. The selected Engineering Firm will assist Silverton with the planning; alternatives development and selected alternative; preliminary design; Site Application and cost estimates for this project.

Scope of Services:

The following services are anticipated for each of the improvements:

- A. Project planning and equipment selection.
- B. Conceptual design and cost estimate.
- C. Prepare a Site Application meeting the requirements of Regulation 22.7 – Application for Increasing or Decreasing the Capacity of an Existing Domestic Wastewater Treatment Plant.

RFQ Time Schedule:

- | | | |
|----|---|---------------------------|
| A. | RFQ issued | January 23, 2024 |
| B. | Pre-proposal meeting | March 1, 2024 |
| C. | <u>Submittal deadline for proposals</u> | March 8, 2024 |
| D. | Town evaluation of proposals | March 11 – March 15, 2024 |



Town of Silverton

- E. Interviews (if required)
- F. Final selection

March 18, 2024
April 5, 2023

Silverton reserves the right to amend the schedule, as needed.

Questions and Submission

All questions about this RFQ shall be directed in writing to the Plant Operations
Director:

John Sites
Email:
jsites@silverton.co.us
Phone: (970) 946-6839

Three (3) written copies of proposals for this RFQ shall be submitted (email is acceptable):

Town of Silverton
Attn: Melina Marks Lanis
1360 Greene St./PO 250
Silverton, CO 81433
Phone : 970-387-5522
Email: mmarks@silverton.co.us

Qualifications to Be Delivered

For proper comparison and evaluation, Silverton requires proposals be organized and formatted to correspond with items **A** to **H** below.

- A. Cover Letter:** A cover letter shall be provided to explain the Firm's interest and why the Firm is uniquely qualified to be the selected Engineering firm. The letter shall contain the name/address/phone number/email of the person who will serve as the Engineering Firm principal contact person with Silverton and shall identify individual(s) who will be authorized to make presentations on behalf of the firm. The statement shall bear the signature of a person having proper authority to make formal commitments on behalf of the firm. By submitting a response to this solicitation, the Engineering Firm agrees to all requirements herein.

B. Project Team:



Town of Silverton

- i. Identify all subconsultants, the scope of services to be provided along with the engineer in charge.

C. Qualifications/Experience/Credentials: Provide qualifications and experience for projects of similar scope and size.

- i. Design of wastewater treatment plants/sewer improvements in accordance with regulations and requirements of the CDPHE.
- ii. Design of small (<0.5 MGD) wastewater treatment plants.
- iii. Information regarding the firm's record of meeting schedule.
- iv. Demonstration of clear communication during project planning, equipment selection conceptual design and cost estimates.
- v. Demonstration of communication with State of Colorado regarding permit and construction.
- vi. Demonstration of providing assistance to small communities in obtaining funding for wastewater treatment.
- vii. Capacity to take on new work.

D. Approach: Present firm's design considerations and approach to delivering the project.

E. References: A minimum of 3 references that can attest to your experience in providing engineering services for projects of similar size and scope. Of particular interest are references from small communities – 3,000 population, or less.

F. Additional Data (optional): Provide any additional information that will aid in evaluation of your qualifications.

G. Wage Rates: Provide wage rates that are billed to Silverton for all employees who may be working on studies and projects. The wage rates will be applicable for a two-year period.

H. Additional Services: Provide rates for additional services for travel, copying, etc.

The proposal to address items A. through H. shall be limited to 10 pages of letter sized paper, each paper side shall constitute one (1) page. One single sided 11" by 17" sheet may be used and will count as two (2) pages. An appendix may be included for technical information only.



Town of Silverton

Evaluation Criteria

A. **Intent:** Only Engineering Firms who meet the qualification criteria will be considered. Therefore, it is imperative that the submitted proposal clearly indicates the firm's ability to provide the services described herein.

A. **Evaluation:** An evaluation team shall review all responses and select the proposal that best demonstrates the capability in all aspects to perform the scope of services and possess the integrity and reliability that will ensure good faith performance. Silverton reserves the right to reject any and all portions of proposals and take into consideration past performance. The following parameters will be used to evaluate the submittals (in no particular order of priority):

- i. Responsiveness of submittal to the RFQ
- ii. Experience/Required Skills
- iii. Demonstrated capability
- iv. References
- v. Capacity to take on new work
- vi. Silverton also reserves the right to select a Water/Wastewater Engineering Firm based upon its determination of the best qualified firm and best fit for Silverton.

C. **Oral Interviews:** Silverton may invite the most qualified rated proposers to participate in oral interviews.

D. **Award:** Engineering Firms shall be ranked or disqualified based on the criteria listed in herein. Silverton reserves the right to consider all the information submitted and/or oral presentations, if required, in selecting the Engineering Firm. Silverton will undertake negotiations with the top-rated Engineering Firm and will not negotiate with lower rated firms unless negotiations with higher rated Engineering Firms have been unsuccessful and terminated.

The Proposals will be ranked on the following criteria:

- | | |
|------------------------------|-----|
| 1. Responsiveness to RFQ – | 10% |
| 2. Experience / skills – | 35% |
| 3. Demonstrated capability- | 25% |
| 4. References- | 15% |
| 5. Capacity to take on work- | 15% |

Other Provisions



Town of Silverton

A. **Implementation Agreements:** After award to a specific Engineering Firm, Silverton and Engineering Firm will negotiate such implementation agreements as may be required. Failure to execute such agreements within sixty (60) days of award shall permit Silverton to revoke the award and negotiate with another Engineering Firm that submitted a proposal for the RFQ.

B. **Conflict of Interest:** No public official and/or Town employee shall have interest in any contract resulting from this RFQ.

C. **Cancellation of Solicitation:** Any solicitation may be canceled by Silverton or any solicitation response by a Engineering Firm may be rejected in whole or in part when it is in the best interest of Silverton.

D. **Employment Discrimination:** During the performance of any services per agreement, the Engineering Firm agrees to the following conditions:

- i. The Engineering Firm shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, disability, citizenship status, marital status, veteran status, sexual orientation, national origin, or any legally protected status except when such condition is a legitimate occupational qualification reasonably necessary for the normal operations of the Offeror. The Offeror agrees to post in conspicuous places, visible to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
- ii. The Engineering Firm, in all solicitations or advertisements for employees placed by or on behalf of the Engineering Firm, shall state that such Engineering Firm is an Equal Opportunity Employer.
- iii. Notices, advertisements, and solicitations placed in accordance with federal law, rule, or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

E. **Immigration Reform and Control Act of 1986 and Immigration Compliance:** The Engineering Firm certifies that it does not and will not during the performance of the contract employ illegal alien workers or otherwise violate the provisions of the Federal Immigration Reform and Control Act of 1986 and/or the immigration compliance requirements of State of Colorado



Town of Silverton

i. C.R.S. § 8-17.5-101, *et.seq.* (House Bill 06-1343).

F. **Ethics:** The Engineering Firm shall not accept or offer gifts or anything of value nor enter any business arrangement with any employee, official, or agent of Silverton.

G. **Force Majeure:** The Engineering Firm shall not be held responsible for failure to perform the duties and responsibilities imposed by the contract due to legal strikes, fires, riots, rebellions, and acts of God beyond the control of the Offeror, unless otherwise specified in the contract.

H. **Venue:** Any agreement because of responding to this RFQ shall be deemed to have been made in, and shall be construed and interpreted in accordance with, the laws of San Juan County, Colorado.

Expenses: Expenses incurred in preparation, submission and presentation of this RFQ are the responsibility of the company and cannot be charged to Silverton.



AGENDA MEMO

SUBJECT: Special Events Date Changes (Flying Sled Dog Races)
STAFF CONTACT: Nathan Baxter
MEETING DATE: January 22, 2024

Overview: On December 11th, 2023, the Board of Trustees approved a Special Event Application for the Rocky Mountain Flying Sled Dog Races to be held near the Train Depot. Unfortunately, early season snow conditions prevented the safe execution of the event, and the decision was made to postpone until the snowfall was adequate to host a safe event.

New dates have been proposed to host the special event:

- Saturday & Sunday, March 2nd-3rd, 2024: Flying Sled Dog Race

The event itself will abide by the conditions set forth in the original special event application approvals and are only requesting a change of dates.

Staff Recommendation: Special Events are at the mercy of mother nature and the challenges it presents. As such, staff recommends that moving forward they be given the authority to administratively approve changes to event dates as needed:

MOTION to approve/deny the date changes for Silverton Ski Race and the Flying Sled Dog Races Special event applications.

And

MOTION to approve/deny authorizing staff to administratively approve changes to approved special event application event dates.



Town of Silverton

Notice of Intent to Conduct a Special Event or Civic Function Within Incorporated Town Limits

EVENT ORGANIZER CONTACT INFORMATION

Application Date: 12/06/2023 Organization: Rocky Mountain Sled Dog Club
Contact Name(s): Lynn Whipple
Mailing Address: 60670 Xena Trail Montrose, CO 81403 Montrose Colorado 81403
E-mail Address: lupine24@hotmail.com
Phone (Primary): (970) 765-6551 Phone (Secondary):

EVENT INFORMATION

Proposed Event: Silverton Flying Dog Sled and Skijor Races
Event Date(s): From: 03/02/2024 To: 03/03/2024
Event Times: From: 08:30 am To: 02:00 pm

EVENT DESCRIPTION

Sled dog and Skijor Races

PROPOSED EVENT LOCATION/ROUTE/PARKING PLAN

(Please refer to attachment requirements)

Area South of Train Depot

EVENT SCOPE

(List number of participants, employees and volunteers expected as well as a list of events proposed)

Estimating 25-30 participants that race dog sled and dog skijor teams on a groomed trail. There will be 5 classes that race at separate times. We start at 9 am and finish by early afternoon. The classes are 6 dog on approx a 6 mile course (3 laps), 4 dog teams on 4 mile course (2 laps) and 2 dog sled teams that race 2 miles (one lap) 1 & 2 dog skijor teams race 4 miles (2 laps) in one minute increments. There is a recreational class that goes out after the other races are done for a one lap, that is a 2 mile course. We plan to have a skijor clinic early afternoon for anyone that wants to learn to skijor with their own dog.



Town of Silverton

Notice of Intent to Conduct a Special Event or Civic Function Within Incorporated Town Limits

- ☐ YES ☒ NO - Will this event have Vendors?
☐ YES ☒ NO - Will this event serve food and drinks?
☐ YES ☒ NO - Will this event have alcoholic beverages?

If Yes, a Special Event Liquor Permit will be required.

- ☐ YES ☒ NO - Will this event have ticket sales or an admission fee?
☒ YES ☐ NO - Will this event host outdoor camping?
☒ YES ☐ NO - Will animals, dangerous materials or explosive materials be used during this event?

If YES, please explain:

We race with our own trained sled dog teams. We have dog boxes or dog crates that they sleep in.

ATTACHMENTS REQUIRED

- Location Map – The Location Map should include clearly marked boundaries and any detour(s), barrier(s) proposed, parking area, security arrangements, and medical personnel location(s).
- Operations Plan with an explanation of Safety, Medical, and Security Plans. (If applicable)
- Certificate of Liability Insurance Naming the Town of Silverton, all Vendors and Event Participants as additionally insured.
- Written permission from property owner to occupy the premises for proposed event.

COMPLIANCE AGREEMENT

The undersigned hereby certifies that I/we agree to assume any and all responsibility and to abide by all rules, regulations and conditions as set forth in the town of Silverton rules, regulations, conditions and stipulations of this permit, and codes for traffic control. The undersigned shall follow the manual on uniform traffic control devices, latest edition, as it relates to this permit and special conditions. If any requirements or conditions of this permit are not in compliance, the permit shall be revoked by order of the Code Enforcement Officer. I/we agree to vacate the right-of-way as directed by the Code Enforcement Officer.

RELEASE AND INDEMNIFICATION

In consideration for being permitted to enter upon the property of the Town of Silverton, Colorado, for the purpose of conducting business, meetings, or events upon said premises, I, the undersigned, hereby acknowledge, represent, and agree as follows:

- I acknowledge that my presence on the Town's property may involve risks of injury, loss or damage.
- I expressly assume all risks of injury, loss, or damage to myself or any third party arising out of or in any way related to my presence on the Town's property.
- I exempt, release, and discharge the Town, its officers, its employees, and its agents from any and all claims, demands, and actions for such injury, loss, or damage, arising out of or in any way related to my presence on the Town's property.
- I agree to defend, indemnify, and hold harmless the Town, its officers, employee agents, insurers, and self-insurance pool from and against all liability, claims, and demands on account of injury, loss or damage which arise out of or are in any way related to my presence on the Town's property.
- I further agree to be fully responsible for and to render payment to the Town for, any damages to the Town's property, which occurs during my use of such property, and which is in any way related to my presence on or use of town property.



Town of Silverton

Notice of Intent to Conduct a Special Event or Civic Function Within Incorporated Town Limits

This Release and Indemnification Agreement shall be effective as of the date set forth below and shall be binding upon me, my successors, representative, heirs, executors, assigns, transferees, and any other person(s) who may enter the premises upon my invitation.

Executed this, the 6 day of December, 2023, by the person whose name and signature appear below.

Signature of Responsible
Party:

Signed at:
2023-12-06 21:37:50

Date: 12/06/2023

Printed Name:

Lynn Whipple

Date: 12/06/2023

OFFICIAL USE ONLY BELOW THIS LINE

<u>AGENCY</u>	<u>AUTHORIZED SIGNATURE</u>	<u>DATE</u>
San Juan County Sheriff	<i>noticed on 1/18/2024</i>	
Silverton/San Juan EMS	<i>noticed on 1/18/2024</i>	
Office of Emergency Management		
Silverton Board Of Trustees	<i>Approved</i>	<i>12/11/2023</i>

<u>TOWN OF SILVERTON DEPARTMENT</u>	<u>AUTHORIZED SIGNATURE</u>	<u>DATE</u>
Facilities, Parks, Recreation		
Public Works		
Administrator		
Communications and Events Manager		

APPLICATION PROCESSING FEES

< 100 PARTICIPANTS	\$100.00
100-500 PARTICIPANTS	\$200.00
>500 PARTICIPANTS	FEE TO BE NEGOTIATED

Date Payment Received: _____ Payment Processed By: _____

Payment Amount: _____ Payment Type: _____

THANK YOU FOR CONSIDERING SILVERTON FOR YOUR SPECIAL EVENT!!!

Town of Silverton

Special Events Donation - Flying Dogs Sled Race 2024

Public Works - Grooming

	Pre-snow course layout (GPS), snow wand and obstruction removal,	
Labor	10 hours @ \$50/hr.	\$500
Race Grooming	Snowcat, 2 hours @ \$125/hr	\$250

TOTAL

\$750

Sportsmen's Insurance Agency Plan
P.O. Box 799
Cape Vincent, NY 13618-0799
(929) 294-7297



December 2, 2023

Rocky Mountain Sled Dog Club, Inc.
14820 W 58th Ave
Golden, CO 80403

Dear Janet,

Enclosed you will find the Commercial General Liability and Scheduled Equipment insurance policy for Rocky Mountain Sled Dog Club, Inc.

Please take the time to read your insurance policy carefully. In the event of a loss, your rights to insurance coverage will be determined by the terms and conditions set forth in the insurance policy contract. If you have any questions about your policy, we would be happy to arrange a complete review of your entire coverage at your convenience. **Thank you for your business!**

Sincerely,

A handwritten signature in cursive script, appearing to read "Mary L Higgins".

Mary L Higgins, CPCU



The Hanover Insurance Company,
440 Lincoln Ave, Worcester, MA 01605
Commercial Lines Policy
Common Declaration

Policy Number	Policy Period		Coverage is Provided in the:	Agency Code
	From	To		
RHS9553473 11	11/20/2023	11/20/2024	The Hanover Insurance Company	55-2240

Named Insured and Address:	Agent:
Rocky Mountain Sled Dog Club, Inc. 14820 W 58th Ave Golden, CO 80403	Sportsmen's Insurance Agency Plan P.O. Box 799 Cape Vincent, NY 13618-0799

Policy Period: From: 11/20/2023 To: 11/20/2024
At 12:01 a.m. Standard Time at your mailing address shown above.

Business Description: Animal Related Organization

In Consideration of the premium, insurance is provided the Named Insured with respect to those premises described in the attached schedule for which a specific limit of insurance is shown. The is subject to all terms of this policy including Common Policy Conditions. Coverage Parts, Forms and Endorsements may be subject to adjustment and/or a policy minimum premium.

This policy consists of the following coverage parts for which a premium is indicated. This premium may be subject to adjustment.

Commercial General Liability Coverage	\$625.00
Terrorism Coverage	EXCLUDED
Commercial Automobile Coverage	EXCLUDED
Commercial Inland Marine Coverage	INCLUDED
Total Premium	\$625.00
Minimum Earned Premium	\$500 minimum earned premium.

Forms applicable on renewal are detailed by policy level and coverage part.

Forms applicable at renewal: Forms as per master policy RHS 9828667

Authorized Representative



The Hanover Insurance Company,
440 Lincoln Ave, Worcester, MA 01605
Commercial Lines Policy
Commercial General Liability Declaration

Policy Number	Policy Period		Coverage is Provided in the:	Agency Code
	From	To		
RHS9553473 11	11/20/2023	11/20/2024	The Hanover Insurance Company	55-2240

Named Insured and Address:	Agent:
Rocky Mountain Sled Dog Club, Inc. 14820 W 58th Ave Golden, CO 80403	Sportsmen's Insurance Agency Plan P.O. Box 799 Cape Vincent, NY 13618-0799

Limits of Insurance:	
General Aggregate Limit:	\$4,000,000.00
Products – Completed Operations Aggregate Limit:	Included
Each Occurrence Limit:	\$2,000,000.00
Personal and Advertising Injury Limit:	\$2,000,000.00
Fire Damage Limit, Any One Fire:	\$100,000.00
Medical Expense Limit, Any One Person:	\$5,000.00
Miscellaneous Club Owned Equipment – Inland Marine	\$5,000.00
	\$250 Inland Marine Deductible
Tattoo Coverage (Included)	

Total Advance Commercial General Liability Premium: \$625.00

Forms applicable to Commercial General Liability:
Forms as per master policy RHS 9828667

Endorsements applicable to this policy:



The Hanover Insurance Company
440 Lincoln Ave, Worcester, MA 01605
Commercial Lines Policy
Commercial General Liability
Classification Schedule

Policy Number	Policy Period		Coverage is Provided in the:	Agency Code
	From	To		
RHS9553473 11	11/20/2023	11/20/2024	The Hanover Insurance Company	55-2240

Named Insured and Address:	Agent:
Rocky Mountain Sled Dog Club, Inc. 14820 W 58th Ave Golden, CO 80403	Sportsmen's Insurance Agency Plan P.O. Box 799 Cape Vincent, NY 13618-0799

Loc	St	Ter	Code	Subline	Premium Basis	Per	Rate	Advance Prem
1	CO	999	41663	334	1	Each	\$625.00	\$625.00

Club – Civic, Service or Social – No buildings or premises owned or leased
except for office purposes including Products-Completed Operations.



The Hanover Insurance Company
440 Lincoln Ave, Worcester, MA 01605
Commercial Lines Policy
Commercial Inland Marine Coverage Part Declaration

Policy Number	Policy Period		Coverage is Provided in the:	Agency Code
	From	To		
RHS9553473 11	11/20/2023	11/20/2024	The Hanover Insurance Company	55-2240

Named Insured and Address:	Agent:
Rocky Mountain Sled Dog Club, Inc. 14820 W 58th Ave Golden, CO 80403	Sportsmen's Insurance Agency Plan P.O. Box 799 Cape Vincent, NY 13618-0799

Coverage – Miscellaneous Equipment

Item#	Schedule of Covered Miscellaneous Equipment	Replacement Value
1	Pace 2007 6'x10' Utility Trailer Vin#: 4P2FB10167U083703	\$1,950.00
2	Unscheduled Equipment	\$3,050.00

Total Value Insured: \$5,000.00

Total Commercial Inland Marine Part

Premium: Included

Deductible \$250

Statistical Summary

Company: Z9X - Town of Silverton Service Center: 0075 Northern California Status: Cycle Complete
 Week#: 2 Pay Date: 01/12/2024 P/E Date: 01/06/2024
 Qtr/Year: 1/2024 Run Time/Date: 14:20:23 PM EST 01/10/2024

Taxes Debited		Federal Income Tax	3,532.47
Earned Income Credit Advances			0.00
Social Security - EE			3,003.69
Social Security - ER			3,003.71
Social Security Adj - EE			0.00
Medicare - EE			702.50
Medicare - ER			702.48
Medicare Adj - EE			0.00
Medicare Surtax - EE			0.00
Medicare Surtax Adj - EE			0.00
Federal Unemployment Tax			0.00
FMLA-PSL Payments Credit			0.00
FMLA-PSL ER FICA Credit			0.00
FMLA-PSL Health Care Premium Credit			0.00
Employee Retention Qualified Payments Credit			0.00
Employee Retention Qualified Health Care Credit			0.00
COBRA Premium Assistance Payments			0.00
State Income Tax			1,748.46
Non Resident State Income Tax			0.00
State Unemployment Insurance - EE			0.00
State Unemployment Insurance Adj - EE			0.00
State Disability Insurance - EE			0.00
State Disability Insurance Adj - EE			0.00
State Unemployment/Disability Ins - ER			96.89
State Family Leave Insurance - EE			0.00
State Family Leave Insurance - ER			0.00
State Family Leave Insurance Adj - EE			0.00
State Medical Leave Insurance - EE			0.00
State Medical Leave Insurance - ER			0.00
State Medical Leave Insurance Adj - EE			0.00
State Cares Fund - EE			0.00
Transit Tax - EE			0.00
Workers' Benefit Fund Assessment - EE			0.00
Workers' Benefit Fund Assessment - ER			0.00
Local Income Tax			0.00
School District Tax			0.00
Total Taxes Debited			12,790.20
Other Transfers			
ADP Check Acct. No. XXXXXXXX8915Tran/ABAXXXXXXXXXX			3,792.09
Full Service Direct Deposit Acct.			33,625.50

Statistical Summary - Statistics

Company:Z9X - Town of Silverton
Week#:2
Qtr/Year:1/2024

Service Center:0075 Northern California
Pay Date:01/12/2024
Run Time/Date:14:20:23 PM EST 01/10/2024
Status:Cycle Complete
P/E Date:01/06/2024

Statistics	Amount	Number of Pays
Gross Pay	48,936.57	
Vouchers		1
eVouchers		32
Checks (A)	3,792.09	4
Direct Deposits (B)	33,625.50	30
Adjustments/Prepay/Voids (C)	0.00	
Net Payroll (A + C)	3,792.09	
Net Cash (A + B)	37,417.59	
Net Pay Liability (A + B + C)	37,417.59	
Other Transfers (D)	37,567.78	
Taxes - debited from your account (E)	12,790.20	
Total Amount Debited from your Account (D + E)	50,357.98	
Taxes - your responsibility (F)	0.00	
Company Liability (C + D + E + F)	50,357.98	
Net Cash pays 1,000.00 or more		18
Flagged Pays		8

Statistical Summary - Federal Taxes

Company:Z9X - Town of Silverton
Week#:2
Qtr/Year:1/2024

Service Center:0075 Northern California
Pay Date:01/12/2024
Run Time/Date:14:20:23 PM EST 01/10/2024

Status:Cycle Complete
P/E Date:01/06/2024

Federal Tax Type	EE Withheld	ER Contribution	EE Taxable Amount	ER Taxable Amount
Federal Income Tax	3,532.47		46,554.90	
Social Security	3,003.69	3,003.71	48,446.91	48,446.91
Medicare	702.50	702.48	48,446.91	48,446.91
FMLA-PSL Payments Credit		0.00		
FMLA-PSL ER FICA Credit		0.00		
FMLA-PSL Health Care Premium Credit		0.00		
Employee Retention Qualified Payments Credit		0.00		
Employee Retention Qualified Health Care Credit		0.00		
COBRA Premium Assistance Amount		0.00		

Statistical Summary - State Taxes

Company:Z9X - Town of Silverton
Week#:2
Qtr/Year:1/2024

Service Center:0075 Northern California
Pay Date:01/12/2024
Run Time/Date:14:20:23 PM EST 01/10/2024

Status:Cycle Complete
P/E Date:01/06/2024

State Code	State Tax Type	EE Withheld	ER Contribution	EE Taxable Amount	ER Taxable Amount	Experience Rate	State Tax Rebate Amount
CO	State Income Tax	1,748.46		46,554.90			
CO	Unemployment Tax		96.89		48,446.91	0.20	

Statistical Summary - Hours & Earnings

Company:Z9X - Town of Silverton
Week#:2
Qtr/Year:1/2024

Service Center:0075 Northern California
Pay Date:01/12/2024
Run Time/Date:14:20:23 PM EST 01/10/2024

Status:Cycle Complete
P/E Date:01/06/2024

Field Number	Hours/Earnings Code	Description	Hours	Earnings
1	Regular		1,638.17	37,728.11
2	Overtime		29.75	1,097.64
3	CTM	Comp Time T	47.27	
3	PTO	P.T.O.	554.72	10,110.82

Statistical Summary - Deductions

Company:Z9X - Town of Silverton
Week#:2
Qtr/Year:1/2024

Service Center:0075 Northern California
Pay Date:01/12/2024
Run Time/Date:14:20:23 PM EST 01/10/2024

Status:Cycle Complete
P/E Date:01/06/2024

Deduction Code	Description	Deduction	Category
401	CCOERA EE 4	1,892.01	Other
75	SUPPORT	150.19	Support Order
AFL	AFLAC PRETAX	36.48	Other
CK1	CHECKING	31,391.30	Deposit
CK2	CHECKING	2,234.20	Deposit
DEN	Den Pre Tax	20.00	Other
MED	Med Pre Tax	430.50	Other
VIS	Vis Pre Tax	2.68	Other



Town of Silverton

SILVERTON HOUSING AUTHORITY & REGULAR MEETING – Silverton Board of Trustees
Silverton Town Hall – January 8, 2024
Call to Order & Roll Call –Housing Authority @ 6:00pm & Regular Meeting @7:00pm

ATTENTION: The Town of Silverton Trustee meetings are being conducted in a hybrid virtual/in-person. Instructions for public participation in Town Trustee meetings are as follows:

- Zoom Webinar Link: <https://us02web.zoom.us/j/88637487127>
- By Telephone: Dial 669-900-6833 and enter Webinar ID 886 3748 7127 when prompted.
- YouTube (live and recorded for later viewing, does not support public comment):
www.youtube.com/channel/UCmJgal9lUXK5TZahHugprpQ

If you would like to make a public comment during a specific Agenda Item, please submit a request to the Town Administrator at gkaasch-buerger@silverton.co.us

MEETING PROTOCOLS: Please turn off cell phones; be respectful and take personal conversations into the lobby. The public is invited to attend all regular meetings and work sessions of the Board of Trustees. Please be advised, public comment will not be taken during the work session meetings. Closing Public Comment must be related to an agenda item.

Present: Trustee Kranker, Trustee Edwards, Trustee Bierma, Trustee George, Trustee Harper, Mayor Pro Tem Barney (arrived late), Mayor Fuhrman

Absent:

Staff: Administrator Kaasch-Buerger, Clerk Melina Marks, Clayton Buchner, Anne Chase, Beth Kremer
Silverton Housing Authority @ 6:00pm

1. Roll Call
2. Public Comment
3. Approval of 11.27.23 Minutes

Trustee Kranker moved, and Trustee Edwards seconded to approve the meeting minutes from the 11.27.23 meeting. Passed unanimously with roll call. 6 yeas, 1 absent.

4. Continued Business
 - a. Community Builders Workshop Planning
 - Anne Chase provided an update on the community builders workshop in Glenwood Springs and asked if Trustee George or Trustee Harper could join.
 - Trustee George said he is still working out his schedule.
 - Anne stated that she met with JJ Folsom from Community Builders who recommended bringing along someone who is well-versed in real estate.
 - The trustees discussed several possible individuals who could attend.
5. Directors Report
 - Anne gave an update on the housing lottery results.
 - The trustees discussed adjusting the AMI cap moving forward to help more people qualify.
 - Beth Kremer weighed in on how AMI is calculated and what data is being assessed.
 - Anne provided an update on the DOLA grant application and the needed letter of support.



Town of Silverton

- Anne provided background information regarding the IGA between town and the housing authority.
- Mayor Fuhrman thanked Anne and Beth for their work and expressed excitement over the future of affordable housing in Silverton.

6. New Business

- a. Letter of Support for DOLA's Capacity Building Grant

Trustee George moved, and Mayor Pro Tem Barney moved to accept the letter of support for DOLA's Capacity Building Grant. Passed unanimously with roll call.

- b. IGA between the Town of Silverton and the Silverton Housing Authority for the purposes of sharing staff
 - Administrator Kaasch-Buerger provided some background information.

Trustee Kranker moved, and Trustee Bierma seconded to approve the IGA between the Town of Silverton and the Silverton Housing Authority for the purposes of sharing staff. Passed unanimously with roll call.

Adjourned @ 6:23pm



Town of Silverton

SILVERTON HOUSING AUTHORITY & REGULAR MEETING – Silverton Board of Trustees
Silverton Town Hall – January 8, 2024
Call to Order & Roll Call –Housing Authority @ 6:00pm & Regular Meeting @7:00pm

ATTENTION: The Town of Silverton Trustee meetings are being conducted in a hybrid virtual/in-person. Instructions for public participation in Town Trustee meetings are as follows:

- Zoom Webinar Link: <https://us02web.zoom.us/j/88637487127>
- By Telephone: Dial 669-900-6833 and enter Webinar ID 886 3748 7127 when prompted.
- YouTube (live and recorded for later viewing, does not support public comment):
www.youtube.com/channel/UCmJgal9lUXK5TZahHugprpQ

If you would like to make a public comment during a specific Agenda Item, please submit a request to the Town Administrator at gkaasch-buerger@silverton.co.us

MEETING PROTOCOLS: Please turn off cell phones; be respectful and take personal conversations into the lobby. The public is invited to attend all regular meetings and work sessions of the Board of Trustees. Please be advised, public comment will not be taken during the work session meetings. Closing Public Comment must be related to an agenda item.

Regular Meeting @ 7:02pm

Present: Trustee Kranker, Trustee Edwards, Trustee Bierma, Trustee George, Trustee Harper, Mayor Pro Tem Barney, Mayor Fuhrman

Absent:

Staff: Administrator Kaasch-Buerger, Clerk Melina Marks, CDC Lucy Mulvihill, Clayton Buchner

- 1) Staff and/or Board Revisions to Agenda
- 2) Public Comment - *Comments must be limited to three (3) minutes in duration.*
 - Melody Skinner stood and read a letter to the board in support of the wind phone and management of the Hillside Cemetery.
 - Nancy Brockman stated that she hopes this is the final discussion regarding the wind phone and apologized for the time it has eaten up. Nancy also recapped the lack of community communication that has occurred regarding her monument in the cemetery.
 - JP Stanley spoke in support of the wind phone.
- 3) Presentations/Proclamations
 - a) Wetland Story Map and Presentation by Ironwood Consultants
 - Esa from Ironwood Consultants presented their Wetlands Story Map to the board.
 - Trustee Kranker asked a clarification question regarding terminology.
 - Esa explained.
 - Trustee Goerge asked how jurisdictional wetlands are determined.
 - Esa explained.
 - Mayor Fuhrman asked when the interactive map would be available to the public.
 - Emily Thorn responded that it will be available within 2 weeks.
- 4) New Business



Town of Silverton

a) Sewer Collection System Rehabilitation USDA Loan Resolution

- Administrator Kaasch-Buerger provided background information on this topic.
- PW Director John Sites reiterated Administrator Kaasch-Buerger's comments.
- Trustee Kranker expressed her support.
- John spoke about expanding staff capacity and potential construction timeline.

Trustee Edwards moved, and Trustee Kranker seconded to approve the USDA Loan Resolution and accept the \$2,165,000 loan for the purpose of rehabilitating the sewage collection system. Passed unanimously with roll call.

b) Dump Truck Financing

- PW Director John Sites provided background information regarding the truck that public works is interested in purchasing.
- Mayor Fuhrman supported the purchasing of the truck but suggested not financing the truck; but instead, outright purchasing the vehicle.
- Administrator Kaasch-Buerger stated that she is not comfortable increasing this line item at this time to outright purchase the truck.
- Mayor Pro Tem Barney asked if there is a way to balance between the two options.
- John stated that other funds are allocated for different equipment (CDOT auction) but perhaps some could be taken to go towards the truck.
- Mayor Fuhrman suggested this be an administrative decision and make the most cost-balancing decision.
- John said that he feels this is a good deal coming from the Bank of the San Juans.
- Mayor Fuhrman approved of moving forward.
- The board agreed.

Mayor Pro Tem Barney moved, and Trustee Kranker seconded to approve the purchase and financing of the 2006 International dump truck. Passed unanimously with roll call.

c) Marijuana Tax Ballot Issue Discussion

- Administrator Kaasch-Buerger provided background information on this agenda topic.
- Mayor Fuhrman asked how the revenue can be allocated.
- Administrator Kaasch-Buerger stated that it used to have to go towards law enforcement, but now it can go directly into the general fund.
- Trustee Kranker expressed support for allowing the voters to decide.
- Mayor Fuhrman stated that the percentage needs to be decided in order to move forward with drafting the ballot question.
- Administrator Kaasch-Buerger stated that we can choose to pick an "up to 5%" for example, which means we could raise it to 3% and later up to 5% if we so chose to do so.
- Trustee Kranker asked about retail tax.
- Administrator Kaasch-Buerger responded.
- Trustee George expressed support for picking a percentage and sticking with it.
- Trustee Kranker agreed.
- Trustee Edwards suggested 3%.
- Trustee George asked how we landed on our current 1%.
- Administrator Kaasch-Buerger said that there is a lack of record.
- Trustee Harper expressed support for increasing by 4% and making it a round 5%
- Mayor Fuhrman suggested running with 5%, getting feedback, and then being willing to adjust down to 3%.



Town of Silverton

- Trustee Kranker supported reaching out to the dispensaries and finding out if this would affect local taxes or visitor taxes.
- The trustees agreed to 5%.

The trustees gave staff directions to draft official ballot language for Trustees to consider at the January 22nd Regular Meeting.

- d) HRC Recommendation to remove Builders Handbook reference from AROD Ordinance
 - CDC Lucy Mulvihill provided background information on this proposed agenda item.
 - Mayor Fuhrman provided some historical context regarding the development of AROD.
 - Mayor Pro Tem Barney commented on this in relation to moving forward with the code rewrite.
 - Trustee Kranker expressed support.

The board directed staff to amend 16-4-800 to remove the mention and requirements to comply with the Builder's Handbook within the AROD by the deletion of the last sentence in section 16-4-800, section 2.

5) Approval of Consent Agenda Items

- a) Payroll 12.1, 12.10, 12.24
- b) Meeting Minutes 11.27, 12.4, 12.11
- c) Accounts Payable
- d) Sales Tax October 2023

Trustee Bierma moved, and Trustee Edwards seconded to approve the Consent Agenda Items. Passed unanimously with roll call.

6) Staff Reports

- a) Election Memo
 - Clerk Melina Marks provided an update.
- b) Master Grant Tracker
- c) Kendall Vendor Update

7) Committee/Board Reports

- a) Historic Review Committee 12.20
 - Mayor Fuhrman reviewed the content of the 12.20 Historic Review Committee meeting.
- b) Silverton Housing Authority 1.8
 - Trustee Kranker reviewed the content of the Silverton Housing Authority meeting that took place before this meeting.

8) Trustee Reports

- Mayor Pro Tem Barney promoted the ski team races going on at Kendall this weekend.

9) Continued Business

- a) Sheriff Budget Memo
 - Mayor Fuhrman clarified what he felt the board was looking for regarding data points and the allocation of services.
 - Trustee Edwards spoke about what she found in the Sheriff's memo that helped her understand what the Sheriff's office needs are.
 - Trustee Kranker said that perhaps more periodic communication would help (regular reporting).
 - Trustee George stated that he recalled settling on annual reporting.
 - The board agreed.
 - Trustee George stated that the numbers provided in the Sheriff's memo are what he was looking for as far as reporting in line with the contract.
 - Trustee Bierma asked if increased staffing would help disperse resources better.



Town of Silverton

- Trustee Harper said that he feels the requests made in the last meeting have been met and funds should be allocated towards the Sheriff's department as required.
- Mayor Pro Tem Barney echoed the board and stated that the memo was helpful.
- Sheriff Conrad thanked the board and explained to the board his perspective.
- Sheriff Conrad proposed providing bi-annual reports and agreed that consistent data points and communication would be helpful.
- Sheriff Conrad explained that the department doesn't need more staff because of increased need, but that the department has been understaffed for many years.
- Sheriff Conrad explained that it's hard enough to get officers up here at all, therefore filling a part-time position is highly unlikely.
- Sheriff Conrad commented on the lack of signage and the need for updated signage to prevent parking tickets.
- Sheriff Conrad requested a minor change in the contract regarding an animal impound facility.
- Sheriff Conrad expressed how proud he is of his department and the positive change in demeanor in the town over the last several years.
- The Trustees discussed with Sheriff Conrad.

The board directed staff to accept the funding solutions presented in the Sheriff's letter and make minor edits presented by the Sheriff.

b) Wind Phone at the Cemetery

- Mayor Fuhrman opened the discussion regarding the wind phone and the re-formation of the cemetery committee.
- Mayor Fuhrman expressed support for the wind phone and the level of support that has come through for the wind phone.
- Trustee Edwards expressed support for the wind phone.
- Trustee Kranker expressed support for the wind phone and acknowledged that the town does need more guidelines regarding the cemetery.
- Trustee Kranker noted all of the work that the Historical Society has done in the past and that the cemetery committee did try to reform, it just did not come to fruition.
- Trustee Kranker said that based on staff capacity we can approach reforming the committee down the line.
- Trustee George expressed support for the wind phone.
- Mayor Pro Tem Barney expressed support for the wind phone and the level of public comment that has surrounded this topic.

The board directed staff to maintain the wind phone where it is, to bring headstone designs to the board as they come, and to table the reformation of the cemetery committee until a later date.

c) Resolution 2023-19 A Resolution appropriating all lodging and camping fees collected in accordance with Chapter 4, section 7 (60), of the Town of Silverton code to specific expenses in the 2024 budget related to municipal services and infrastructure.

- Administrator Kaasch-Buerger provided some background information regarding this Resolution.
- Clerk Melina Marks commented on public comments.
- Mayor Fuhrman estimated how much this would increase revenue.
- Trustee Kranker recapped the purpose of this increase discussed in the last meeting.

Trustee George moved, and Mayor Pro Tem Barney seconded to approve Resolution 2023-19 A Resolution appropriating all lodging and camping fees collected in accordance with Chapter 4, section 7 (60), of the Town of



Town of Silverton

Silverton code to specific expenses in the 2024 budget related to municipal services and infrastructure. Passed unanimously with roll call.

- d) **PUBLIC HEARING:** 2nd Reading of ORDINANCE 2023-11 AN Ordinance Amending Chapter 16, Article 2, Division 4, Of the Municipal Code of The Town of Silverton Colorado, By Amending the Historic Review Committee
- CDC Lucy Mulvihill introduced the topic of this public hearing.
 - No public comment.

Trustee Kranker moved, and Trustee Edwards seconded to approve ORDINANCE 2023-11 AN Ordinance Amending Chapter 16, Article 2, Division 4, Of the Municipal Code of The Town of Silverton Colorado, By Amending the Historic Review Committee. Passed unanimously with roll call.

10) Public Comment

- No Public Comment

Adjourn @ 9:52pm

Up-coming Meeting Dates:

01.10 @6pm Code Rewrite Learning Session
01.16 @9am Finance Committee Meeting
01.17 @5pm Historic Review Committee Work Session
01.18 @3pm Library Board Meeting
01.22 @7pm Regular Trustee Meeting

End of Agenda

Report Criteria:

Report printed and checks created

Due Date	Vendor Number	Name	Invoice Number	Net Due Amount	Pay	Payment Amount	Discount Amount	Remittance
10/09/2023	1403	Prinoth	23050068	1,225.56-	N	.00	.00	Vendor Address
10/23/2023	1062	LAWSON PRODUCTS INC	93109653	278.33-	N	.00	.00	Vendor Address
10/23/2023	1080	Lincoln National Life Insurance	46098521	556.27-	N	.00	.00	Vendor Address
01/22/2024	24	ADAMS OVERHEAD	32568	118.20	Y	118.20	.00	Vendor Address
01/22/2024	24	ADAMS OVERHEAD	32756	927.70	Y	927.70	.00	Vendor Address
01/22/2024	104	ATCO INTERNATIONAL	10623543	123.37	Y	123.37	.00	Vendor Address
01/22/2024	2145	Ballantine Communications	38583	337.22	Y	337.22	.00	Vendor Address
01/22/2024	220	Bruin Waste Management	1681298	9,174.84	Y	9,174.84	.00	Vendor Address
01/22/2024	220	Bruin Waste Management	1681664	152.53	Y	152.53	.00	Vendor Address
01/22/2024	220	Bruin Waste Management	1681665	122.03	Y	122.03	.00	Vendor Address
01/22/2024	220	Bruin Waste Management	1681666	152.53	Y	152.53	.00	Vendor Address
01/22/2024	220	Bruin Waste Management	1681669	61.01	Y	61.01	.00	Vendor Address
01/22/2024	220	Bruin Waste Management	1681670	232.32	Y	232.32	.00	Vendor Address
01/22/2024	220	Bruin Waste Management	1681671	232.32	Y	232.32	.00	Vendor Address
01/22/2024	220	Bruin Waste Management	1681672	232.32	Y	232.32	.00	Vendor Address
01/22/2024	220	Bruin Waste Management	1683675	32.55	Y	32.55	.00	Vendor Address
01/22/2024	259	CASELLE INC	129822	530.00	Y	530.00	.00	Vendor Address
01/22/2024	272	CEBT	INV 00625	16,588.10	Y	16,588.10	.00	Vendor Address
01/22/2024	276	Center For Snow and Avalanch	20240115-	2,000.00	Y	2,000.00	.00	Vendor Address
01/22/2024	322	CJB Auto Supply	12.30.23	399.08	Y	399.08	.00	Vendor Address
01/22/2024	2129	Clarion	9572	6,551.14	Y	6,551.14	.00	Vendor Address
01/22/2024	2097	ClearGov	2023-1315	13,000.00	Y	13,000.00	.00	Vendor Address
01/22/2024	354	Colorado Business Products	3687	42.00	Y	42.00	.00	Vendor Address
01/22/2024	365	COLORADO CUSTOM ELEVA	40346	500.00	Y	500.00	.00	Vendor Address
01/22/2024	390	COLORADO RURAL WATER	2564	300.00	Y	300.00	.00	Vendor Address
01/22/2024	407	Community Planning Strategies	2024-0017	13,117.75	Y	13,117.75	.00	Vendor Address
01/22/2024	439	Creative Crackerjack	3747	386.19	Y	386.19	.00	Vendor Address
01/22/2024	686	FOUR CORNERS WELDING	GR001836	22.00	Y	22.00	.00	Vendor Address
01/22/2024	2144	Grand Junction Bishop Lifting	PSI00137	4,700.00	Y	4,700.00	.00	Vendor Address
01/22/2024	999	KEENAN'S PLUMBING & HEA	87954S	662.75	Y	662.75	.00	Vendor Address
01/22/2024	1040	KSJC	1.24	1,500.00	Y	1,500.00	.00	Vendor Address
01/22/2024	2146	L2 Brands, LLC	42436	1,165.27	Y	1,165.27	.00	Vendor Address
01/22/2024	1072	LEITNER-POMA	23050028	1,511.88	Y	1,511.88	.00	Vendor Address
01/22/2024	2130	Professional Management Solu	84885	4,298.75	Y	4,298.75	.00	Vendor Address
01/22/2024	1461	REGION 9 ECONOMIC DEVE	1015384	1,664.00	Y	1,664.00	.00	Vendor Address
01/22/2024	1565	San Juan Basin Public Health	2023-73	231.00	Y	231.00	.00	Vendor Address
01/22/2024	1598	SAN MIGUEL POWER ASSOC	12.15.23	23.00	Y	23.00	.00	Vendor Address
01/22/2024	1598	SAN MIGUEL POWER ASSOC	12.29.23	88.74	Y	88.74	.00	Vendor Address
01/22/2024	2119	Sarah Moore	24-06	1,560.00	Y	1,560.00	.00	Vendor Address
01/22/2024	1746	SPYDER EQUIP REPAIR	6794	592.40	Y	592.40	.00	Vendor Address
Totals:				81,272.83		83,332.99	.00	

Number of invoices to be fully paid: 37
 Number of invoices to be partially paid: 0
 Number of invoices with no payment: 3
 Total number of invoices listed: 40
 Total checks from invoices selected: 27
 Total adjustment checks: 0
 Total adjusted invoices: 0
 Total negative checks not created: 0

Cash Requirements Summary

Date	Net Due Amount	Payment Amount	Discount Taken
10/09/2023	1,225.56-	.00	.00
10/23/2023	834.60-	.00	.00
01/22/2024	83,332.99	83,332.99	.00
	81,272.83	83,332.99	.00

Complete

Yes

Town of Silverton 5% Total Sales Tax Collection
2 months in the rear

	Column Labels																				
	Combined sales tax receipts							Change from year prior							Change from year prior (%)						
Row Labels	2018	2019	2020	2021	2022	2023	2024	2018	2019	2020	2021	2022	2023	2024	2018	2019	2020	2021	2022	2023	2024
Complete months (YTD)	\$21,571	\$22,639	\$34,825	\$51,466	\$59,049	\$52,640	\$57,203		\$1,068	\$12,186	\$16,641	\$7,583	-\$6,410	\$4,564		5%	54%	48%	15%	-11%	9%
1	\$21,571	\$22,639	\$34,825	\$51,466	\$59,049	\$52,640	\$57,203		\$1,068	\$12,186	\$16,641	\$7,583	-\$6,410	\$4,564		5%	54%	48%	15%	-11%	9%
Incomplete months	\$864,641	\$1,100,535	\$1,037,488	\$1,552,111	\$1,537,958	\$1,744,113			\$235,895	-\$63,048	\$514,623	-\$14,153	\$206,156	-\$1,744,113		27%	-6%	50%	-1%	13%	#NULL!
2	\$29,552	\$31,685	\$47,673	\$54,916	\$69,617	\$60,289			\$2,133	\$15,988	\$7,243	\$14,701	-\$9,328	-\$60,289		7%	50%	15%	27%	-13%	#NULL!
3	\$27,249	\$41,082	\$42,112	\$56,087	\$100,503	\$66,074			\$13,833	\$1,031	\$13,974	\$44,416	-\$34,429	-\$66,074		51%	3%	33%	79%	-34%	#NULL!
4	\$30,782	\$95,301	\$45,547	\$56,689	\$73,587	\$70,373			\$64,519	-\$49,754	\$11,142	\$16,898	-\$3,214	-\$70,373		210%	-52%	24%	30%	-4%	#NULL!
5	\$26,325	\$39,113	\$30,192	\$74,733	\$72,096	\$79,287			\$12,788	-\$8,921	\$44,541	-\$2,637	\$7,191	-\$79,287		49%	-23%	148%	-4%	10%	#NULL!
6	\$20,876	\$26,150	\$26,612	\$53,071	\$50,652	\$118,620			\$5,274	\$463	\$26,459	-\$2,418	\$67,968	-\$118,620		25%	2%	99%	-5%	134%	#NULL!
7	\$65,849	\$62,039	\$35,471	\$91,726	\$88,207	\$53,803			-\$3,810	-\$26,568	\$56,255	-\$3,519	-\$34,404	-\$53,803		-6%	-43%	159%	-4%	-39%	#NULL!
8	\$99,552	\$131,639	\$111,567	\$238,529	\$202,941	\$230,955			\$32,087	-\$20,072	\$126,962	-\$35,588	\$28,014	-\$230,955		32%	-15%	114%	-15%	14%	#NULL!
9	\$188,368	\$222,786	\$212,227	\$290,429	\$269,781	\$318,372			\$34,418	-\$10,559	\$78,202	-\$20,648	\$48,591	-\$318,372		18%	-5%	37%	-7%	18%	#NULL!
10	\$151,055	\$188,565	\$192,949	\$240,614	\$239,549	\$297,609			\$37,510	\$4,384	\$47,665	-\$1,065	\$58,060	-\$297,609		25%	2%	25%	0%	24%	#NULL!
11	\$163,255	\$182,168	\$190,968	\$234,204	\$226,111	\$293,745			\$18,913	\$8,800	\$43,236	-\$8,093	\$67,634	-\$293,745		12%	5%	23%	-3%	30%	#NULL!
12	\$61,779	\$80,009	\$102,170	\$161,114	\$144,914	\$154,987			\$18,230	\$22,161	\$58,944	-\$16,200	\$10,073	-\$154,987		30%	28%	58%	-10%	7%	#NULL!
Grand Total	\$886,211	\$1,123,174	\$1,072,313	\$1,603,577	\$1,597,007	\$1,796,753	\$57,203		\$236,963	-\$50,861	\$531,264	-\$6,570	\$199,746	-\$1,739,549		27%	-5%	50%	0%	13%	-97%



BOARD PACKET MEMO

SUBJECT: Silverton Snowscapes Special Event Application

STAFF CONTACT: Nathan Baxter

MEETING DATE: January 22, 2024

Overview:

The Town of Silverton is hosting it's annual Winter Festival - Silverton Snowscapes. The theme this year is ILLUMINATE THE FUTURE! The event will host community organized events such as broomball, the cardboardbox sled derby races, hockey, fireworks show, night ski, and much more! Staff is working with community organizations that will contribute breakout events to ensure a fun and safe experience for all Silvertonians

Motion or Direction:

Motion to Conditionally Approve/Deny the Annual Silverton Snowscapes special event application



Town of
Silverton

**Notice of Intent to Conduct a Special Event or Civic Function
Within Incorporated Town Limits**

EVENT ORGANIZER CONTACT INFORMATION

Application Date: 01/18/2024 Organization: Town of Silverton
Contact Name(s): Nathan Baxter
Mailing Address: 1360 Greene St P.O. Box 250 Silverton Colorado 81433
E-mail Address: NBaxter@silverton.co.us
Phone (Primary): (970) 880-4082 Phone (Secondary): _____

EVENT INFORMATION

Proposed Event: Silverton Snowscapes - Winter Festival
Event Date(s): From: 02/09/2024 To: 02/10/2024
Event Times: From: _____ To: _____

EVENT DESCRIPTION

Winter festival and community based events

PROPOSED EVENT LOCATION/ROUTE/PARKING PLAN

(Please refer to attachment requirements)

Kendall Mountain

EVENT SCOPE

(List number of participants, employees and volunteers expected as well as a list of events proposed)

The Town of Silverton is hosting it's annual Winter Festival - Silverton Snowscapes. The theme this year is ILLUMINATE THE FUTURE! The event will host community organized events such as broomball, the cardboardbox sled derby races, hockey, fireworks show, night ski, and much more!



Town of Silverton

Notice of Intent to Conduct a Special Event or Civic Function Within Incorporated Town Limits

- ☒ YES ☐ NO - Will this event have Vendors?
☒ YES ☐ NO - Will this event serve food and drinks?
☐ YES ☒ NO - Will this event have alcoholic beverages?

If Yes, a Special Event Liquor Permit will be required.

- ☒ YES ☐ NO - Will this event have ticket sales or an admission fee?
☐ YES ☒ NO - Will this event host outdoor camping?
☒ YES ☐ NO - Will animals, dangerous materials or explosive materials be used during this event?

If YES, please explain:

Fireworks display on Shrine Hill

ATTACHMENTS REQUIRED

- Location Map – The Location Map should include clearly marked boundaries and any detour(s), barrier(s) proposed, parking area, security arrangements, and medical personnel location(s).
- Operations Plan with an explanation of Safety, Medical, and Security Plans. (If applicable)
- Certificate of Liability Insurance Naming the Town of Silverton, all Vendors and Event Participants as additionally insured.
- Written permission from property owner to occupy the premises for proposed event.

COMPLIANCE AGREEMENT

The undersigned hereby certifies that I/we agree to assume any and all responsibility and to abide by all rules, regulations and conditions as set forth in the town of Silverton rules, regulations, conditions and stipulations of this permit, and codes for traffic control. The undersigned shall follow the manual on uniform traffic control devices, latest edition, as it relates to this permit and special conditions. If any requirements or conditions of this permit are not in compliance, the permit shall be revoked by order of the Code Enforcement Officer. I/we agree to vacate the right-of-way as directed by the Code Enforcement Officer.

RELEASE AND INDEMNIFICATION

In consideration for being permitted to enter upon the property of the Town of Silverton, Colorado, for the purpose of conducting business, meetings, or events upon said premises, I, the undersigned, hereby acknowledge, represent, and agree as follows:

- I acknowledge that my presence on the Town's property may involve risks of injury, loss or damage.
- I expressly assume all risks of injury, loss, or damage to myself or any third party arising out of or in any way related to my presence on the Town's property.
- I exempt, release, and discharge the Town, its officers, its employees, and its agents from any and all claims, demands, and actions for such injury, loss, or damage, arising out of or in any way related to my presence on the Town's property.
- I agree to defend, indemnify, and hold harmless the Town, its officers, employee agents, insurers, and self-insurance pool from and against all liability, claims, and demands on account of injury, loss or damage which arise out of or are in any way related to my presence on the Town's property.
- I further agree to be fully responsible for and to render payment to the Town for, any damages to the Town's property, which occurs during my use of such property, and which is in any way related to my presence on or use of town property.



Town of Silverton

Notice of Intent to Conduct a Special Event or Civic Function Within Incorporated Town Limits

This Release and Indemnification Agreement shall be effective as of the date set forth below and shall be binding upon me, my successors, representative, heirs, executors, assigns, transferees, and any other person(s) who may enter the premises upon my invitation.

Executed this, the 18th day of January, 2024, by the person whose name and signature appear below.

Signature of Responsible
Party:



Signed at:
2024-01-18 16:09:52

Date: 01/18/2024

Printed Name:

Nathan Baxter

Date: 01/18/2024

OFFICIAL USE ONLY BELOW THIS LINE

<u>AGENCY</u>	<u>AUTHORIZED SIGNATURE</u>	<u>DATE</u>
San Juan County Sheriff		
Silverton/San Juan EMS		
Office of Emergency Management		
Silverton Board Of Trustees		

<u>TOWN OF SILVERTON DEPARTMENT</u>	<u>AUTHORIZED SIGNATURE</u>	<u>DATE</u>
Facilities, Parks, Recreation		
Public Works		
Administrator		
Communications and Events Manager		

APPLICATION PROCESSING FEES

< 100 PARTICIPANTS	\$100.00
100-500 PARTICIPANTS	\$200.00
>500 PARTICIPANTS	FEE TO BE NEGOTIATED

Date Payment Received: _____ Payment Processed By: _____

Payment Amount: _____ Payment Type: _____

THANK YOU FOR CONSIDERING SILVERTON FOR YOUR SPECIAL EVENT!!!



Town of Silverton

Notice of Intent to Conduct a Special Event or Civic Function Within Incorporated Town Limits

EVENT ORGANIZER CONTACT INFORMATION

Application Date: 01/18/2024 Organization: Town of Silverton
Contact Name(s): Nathan Baxter
Mailing Address: 1360 Greene St P.O. Box 250 Silverton Colorado 81433
E-mail Address: NBaxter@silverton.co.us
Phone (Primary): (970) 880-4082 Phone (Secondary):

EVENT INFORMATION

Proposed Event: Silverton Snowscapes - Winter Festival
Event Date(s): From: 02/09/2024 To: 02/10/2024
Event Times: From: To:

EVENT DESCRIPTION

Winter festival and community based events

PROPOSED EVENT LOCATION/ROUTE/PARKING PLAN

(Please refer to attachment requirements)

Kendall Mountain

EVENT SCOPE

(List number of participants, employees and volunteers expected as well as a list of events proposed)

The Town of Silverton is hosting it's annual Winter Festival - Silverton Snowscapes. The theme this year is ILLUMINATE THE FUTURE! The event will host community organized events such as broomball, the cardboardbox sled derby races, hockey, fireworks show, night ski, and much more!



Town of Silverton

Notice of Intent to Conduct a Special Event or Civic Function Within Incorporated Town Limits

- ☒ YES ☐ NO - Will this event have Vendors?
☒ YES ☐ NO - Will this event serve food and drinks?
☐ YES ☒ NO - Will this event have alcoholic beverages?

If Yes, a Special Event Liquor Permit will be required.

- ☒ YES ☐ NO - Will this event have ticket sales or an admission fee?
☐ YES ☒ NO - Will this event host outdoor camping?
☒ YES ☐ NO - Will animals, dangerous materials or explosive materials be used during this event?

If YES, please explain:

Fireworks display on Shrine Hill

ATTACHMENTS REQUIRED

- Location Map – The Location Map should include clearly marked boundaries and any detour(s), barrier(s) proposed, parking area, security arrangements, and medical personnel location(s).
- Operations Plan with an explanation of Safety, Medical, and Security Plans. (If applicable)
- Certificate of Liability Insurance Naming the Town of Silverton, all Vendors and Event Participants as additionally insured.
- Written permission from property owner to occupy the premises for proposed event.

COMPLIANCE AGREEMENT

The undersigned hereby certifies that I/we agree to assume any and all responsibility and to abide by all rules, regulations and conditions as set forth in the town of Silverton rules, regulations, conditions and stipulations of this permit, and codes for traffic control. The undersigned shall follow the manual on uniform traffic control devices, latest edition, as it relates to this permit and special conditions. If any requirements or conditions of this permit are not in compliance, the permit shall be revoked by order of the Code Enforcement Officer. I/we agree to vacate the right-of-way as directed by the Code Enforcement Officer.

RELEASE AND INDEMNIFICATION

In consideration for being permitted to enter upon the property of the Town of Silverton, Colorado, for the purpose of conducting business, meetings, or events upon said premises, I, the undersigned, hereby acknowledge, represent, and agree as follows:

- I acknowledge that my presence on the Town's property may involve risks of injury, loss or damage.
- I expressly assume all risks of injury, loss, or damage to myself or any third party arising out of or in any way related to my presence on the Town's property.
- I exempt, release, and discharge the Town, its officers, its employees, and its agents from any and all claims, demands, and actions for such injury, loss, or damage, arising out of or in any way related to my presence on the Town's property.
- I agree to defend, indemnify, and hold harmless the Town, its officers, employee agents, insurers, and self-insurance pool from and against all liability, claims, and demands on account of injury, loss or damage which arise out of or are in any way related to my presence on the Town's property.
- I further agree to be fully responsible for and to render payment to the Town for, any damages to the Town's property, which occurs during my use of such property, and which is in any way related to my presence on or use of town property.



Town of Silverton

Notice of Intent to Conduct a Special Event or Civic Function Within Incorporated Town Limits

This Release and Indemnification Agreement shall be effective as of the date set forth below and shall be binding upon me, my successors, representative, heirs, executors, assigns, transferees, and any other person(s) who may enter the premises upon my invitation.

Executed this, the 18th day of January, 2024, by the person whose name and signature appear below.

Signature of Responsible
Party:



Signed at:
2024-01-18 16:09:52

Date: 01/18/2024

Printed Name:

Nathan Baxter

Date: 01/18/2024

OFFICIAL USE ONLY BELOW THIS LINE

<u>AGENCY</u>	<u>AUTHORIZED SIGNATURE</u>	<u>DATE</u>
San Juan County Sheriff		
Silverton/San Juan EMS		
Office of Emergency Management		
Silverton Board Of Trustees		

<u>TOWN OF SILVERTON DEPARTMENT</u>	<u>AUTHORIZED SIGNATURE</u>	<u>DATE</u>
Facilities, Parks, Recreation		
Public Works		
Administrator		
Communications and Events Manager		

APPLICATION PROCESSING FEES

< 100 PARTICIPANTS	\$100.00
100-500 PARTICIPANTS	\$200.00
>500 PARTICIPANTS	FEE TO BE NEGOTIATED

Date Payment Received: _____ Payment Processed By: _____

Payment Amount: _____ Payment Type: _____

THANK YOU FOR CONSIDERING SILVERTON FOR YOUR SPECIAL EVENT!!!



Town of Silverton

FIREWORKS PERMIT APPLICATION

APPLICATION DATE: 01/18/2024

NAME OF ORGANIZATION: Town of Silverton PHONE: 9708804082

NAME OF CONTACT: Nathan Baxter EMAIL: nbaxter@silverton.co.us

CONTACT ADDRESS: 1360 Greene St, Silverton, CO 81433

PARTY RESPONSIBLE FOR LIABILITY INSURANCE: Town of Silverton

DATE OF DISPLAY: 02/10/2024 LOCATION OF DISPLAY: Shrine Hill

TIME OF DISPLAY: 7PM PURPOSE OF DISPLAY: Snowscapes

NUMBER OF PERSONS EXPECTED IN ATTENDANCE: 250

Silverton San Juan Fire Authority

NAME OF THE ENTITY CONDUCTING DISPLAY

ENTITY CONTACT PHONE: 970-387-5023

NAME AND ADDRESS OF PERSON(S) TO BE SETTING OFF THE DISPLAY:

NAME: Gilbert Archuleta

ADDRESS: 1450 Greene ST, Silverton, CO 81433 PHONE: 970-387-5023

NAME: _____

ADDRESS: _____ PHONE: _____

ADDITIONAL REQUIRED DOCUMENTATION:

- PUBLIC SAFETY PLAN
- PROOF OF LIABILITY INSURANCE
- MAP OF CONTROLLED AREA
- WRITTEN APPROVAL FROM LAND OWNERS
- PROOF OF NOTICE TO SILVERTON CITIZENS PUBLISHED IN THE SILVERTON STANDARD ONE WEEK PRIOR TO EVENT

DEPARTMENT	APPROVAL	DISAPPROVAL	DATE	N/A
SAN JUAN COUNTY SHERIFF / FIRE MARSHAL				
SILVERTON SAN JUAN EMS				
SILVERTON PUBLIC WORKS				
SILVERTON BOARD OF TRUSTEES				



Town of
Silverton

FIREWORKS PERMIT APPLICATION

PERMIT FEE: **\$25**

REFUNDABLE DEPOSIT ON PUBLIC LAND AND PROPERTY: **\$500**

APPLICANT SIGNATURES:

NAME & TITLE _____ SIGN _____

Applicant agrees to indemnify and hold harmless the Town, its officers, employees and insurers, from and against all liability, claims, and demands on account of injury, loss, or damage, including claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage to the extent such injury, loss, or damage is caused by the negligent act, omission, error, or professional error of Applicant or any agent or subcontractor of Applicant.

PERMIT ISSUED BY:

NAME & TITLE _____ SIGN _____

DATE: _____

PAYMENT & LICENSE INFORMATION:

PAYMENT METHOD _____

AMOUNT PAID _____

RECEIVED/ISSUED BY _____

PERMIT # _____



BOARD PACKET MEMO

SUBJECT: Special Event Application – Silverton Whiteout
STAFF CONTACT: Nathan Baxter
MEETING DATE: January 22, 2024

Overview:

Joe Hanrahan has submitted a Special Event Application for the 10th Annual Silverton Whiteout on February 2-3, 2024. The event will run through roughly 8 miles of Silverton streets, alleys, and groomed trails, beginning, and ending at the Avon Hotel. A Public Right of Way Closure Permit has been requested for the area on 10th Street (from Greene Street to Blair Street) for staging and Start/Finish lines beginning at 4pm on February 2nd and reopening on February 3rd at 7pm. The Annual event hosts fat bike events for two wheels, skiers, snowshoers, walkers, runners (and anything non-motorized).

Trustee Priority:

Not Applicable to Existing 2023-2024 Trustee Goals

Motion or Direction:

Motion to Approve/Deny the 10th Annual Silverton Whiteout Special Event Application and Public Rights of Way closure application.



Town of
Silverton

**Notice of Intent to Conduct a Special Event or Civic Function
Within Incorporated Town Limits**

Date of Notice: 12/29/23 Organization Holding Event: Silverton Whiteout

Contact Name: Joe Hanrahan Phone#: (303) 748-8062

Contact E-Mail: Joe@DurangoCyclery.com

Contact Address: 40 La Plata Pl

City: Durango State: CO Zip: 81301

Event Description: 8 Hours of snow bike, ski, snowshoe, run or walk event around Silverton as well as out the River Road to Arrastra and up Shrine Hill. Course follows the already groomed town loop. Start/Finish at the Avon Hotel. This will be the 10th edition of the Whiteout, with the 2023 edition having 170 participants and 45 volunteers. Race starts at 10am and finishes around 6pm - with the last racer sent at 4:30pm. Racers are either in a team or solo.

Durango DEVO will be the beneficiary of donations and fundraising efforts.

Event Date(s): Saturday, February 3, 2024 Event Times: 7am to 7pm

Proposed Event Location/Route/Road Closure/Parking Plan:

(Please refer to attachment requirements)

- Start/Finish will be 10th Street between Greene and Blair, in front of the Avon Hotel(Requesting 10th street Closure from alley to Blair for bike staging)
- Will follow Groomed Town Loop

P.O. Box 250 • 1360 Greene Street • Silverton, CO 81433
970-387-5522 ph • 970-387-5583 fx
www.silverton.co.us



Town of
Silverton

Event Scope: *(list # of participants, employees and volunteers expected and events planned)*

-- Racers: 180

-Volunteers: 45

2 Event Organizers

10 Hour snow bike event to finish with a private party at the Avon on Sat night

Will this event have vendors? ☐ YES ☒ NO

Will this event serve food and drinks? ☒ YES ☐ NO

Will this event have alcoholic beverages? ☒ YES* ☐ NO

***If YES, A Special Event Liquor License Will Be Required.**

Will this event have ticket sales or an admission fee? ☒ YES ☐ NO

Will there be camping during this event? ☐ YES ☒ NO

Will Animals, Dangerous Vehicles or Materials, or Explosives be used for this event?

☒ YES* ☐ NO

***If YES, Please Explain & Provide Proof of Approval from the Fire Dept.**

_____ We hope to have a warming fire at the top of Shrine Hill as well as at the Outpost at Arrastra, as we've had in the past. _____

Compliance Agreement

The undersigned hereby certifies that I/we agree to assume any and all responsibility and to abide by all rules, regulations and conditions as set forth in the town of Silverton rules, regulations, conditions and stipulations of this permit, and codes for traffic control. The undersigned shall follow the manual on uniform traffic control devices, latest edition, as it relates to this permit and special conditions. If any requirements or conditions of this permit are not in compliance, the permit shall be revoked by order of the Code Enforcement Officer. I/we agree to vacate the right-of-way as directed by the Code Enforcement Officer.

Release & Indemnification

In consideration for being permitted to enter upon the property of the Town of Silverton or personal property included in filming, or for the purpose of conducting business or events upon said premises, I, the undersigned, hereby acknowledge, represent and agree as follows:

- I acknowledge that my presence on the Town's property may involve risk of injury, loss or damage. • I expressly assume all risks of injury, loss, damage to myself or any third party arising out of or in any way related to my presence on the Town's property.

P.O. Box 250 • 1360 Greene Street • Silverton, CO 81433
970-387-5522 ph • 970-387-5583 fx
www.silverton.co.us



Town of
Silverton

- I exempt, release, and discharge the Town, its officers, its employees, and its agents from any and all claims, demands, and actions for such injury, loss, or damage, arising out of or in any way related to my presence on the Town's property.
- I agree to defend, indemnify, and hold harmless the Town, its officers, employees, agents, insurers, and self-insurance pool from and against all liability claims, and demands on account of injury, loss or damage which arise out of or are in any way related to my presence on the Town's property.
- **I further agree to be fully responsible for and to render payment to the Town for, any damages to the Town's property, which occurs during my use of such property and which is in any way related to my presence on or use of Town property.**

This Release and Indemnification Agreement shall be effective as of the date set forth below and shall be binding upon me, my successors, representative, heirs, executors, assigns, transferees, and any other person(s) who may enter the premises upon my invitation.

Executed this 27 day of December _____, 2023 _____ by the person whose name and signature appear below.

Signature of Responsible Party _____.

Printed Name: Joseph Hanrahan _____

Please attach to this application documents showing the following:

1. Location Map – The Location Map should include clearly marked boundaries and any

detour(s), barrier(s) proposed, parking area, security arrangements, and medical personnel location(s).

2. Provide a detailed copy of your Emergency Operations Plan.
3. Certificate of Liability Insurance Naming the Town of Silverton, all Vendors and Event Participants as additionally insured.
4. Written permission from property owner to occupy the premises for proposed event.

P.O. Box 250 • 1360 Greene Street • Silverton, CO 81433
970-387-5522 ph • 970-387-5583 fx
www.silverton.co.us



Town of
Silverton

Official Use Only Below this Line

Department	Approval	Disapproval	Date
San Juan County Sheriff			
Silverton Public Works Director			
Silverton Board of Trustees			
Silverton/San Juan EMS			
If Explosives Silverton/San Juan Fire			

Public Hearing Advertised On: _____ Public Hearing Held On: _____

Action of the Board of Trustees: _____

Fee Paid: _____ Attest: _____

Date: _____

P.O. Box 250 • 1360 Greene Street • Silverton, CO 81433
970-387-5522 ph • 970-387-5583 fx
www.silverton.co.us

\

Operating Plan

Silverton Whiteout

FEB. 4th, 2024

*A Fat Bike Event for two wheels, skiers, snowshoers,
walks, runners, and anything non motorized*



www.silvertonwhiteout.com

Event Organizers:

Joe Hanrahan

joe@durangocyclery.com

303-748-8062

40 La Plata Pl, Durango, CO 81301

Jon Bailey

lt.dagget@gmail.com

970-749-4223

Event Lead Volunteers:

Head of Volunteers: Cara Kropp 970-946-8309

Head of on Course Safety: Ashley Carruth 303-775-8054

Head Official: Keith Darner 970-946-0101

Head of Shrine Hill Fire: Ron Andrews 970-259-1946

Head of Outpost: Amy and Rob Haggart 505-577-3862

Head of Course Set Up: Max Bechtold 303-596-7592

Head of Music Organisation: Stephan Sellers 970-903-5766

Head Photog: Steve Fassbinder 970-946-8921

About:

Feb 3rd, 2024 is the 10th annual Silverton White Out for snow bikes, skis, snowshoes, runners, etc (with one year off due to Covid). The course is designed such that you experience the combination of town riding, pass by the historical Blair Street, a bit of singletrack, a moment of feeling way out there, and some amazing views! The course will be around 8 miles (we will adjust depending on snow conditions as we want everyone to have fun and hoping you all are out there for around an hour but no more than 2). There are various "aid" stations out on course such as Arrastra (tent, fire and smores), and top of Shrine Hill (fire and best view ever!) for you to stop and enjoy the environments should you choose to do so! Categories are solo, duo, 3-4 person teams and family teams (we will be offering an optional shortened version of the course for kids 14 and younger). You're welcome to use one bike for your team! Don't let not having a bike deter you, as there are ways to rent them. Event headquarters are at the Avon Hotel which is a change from past year's being at Grand Imperial.

Estimated amount of participants:

~160 riders and 50 volunteers

Cost of Event:

One rider, skier, walker or runner is \$80 (juniors are free)

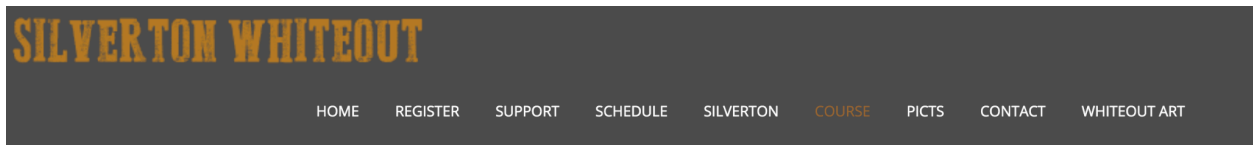
One entry to enter private party with band and Dj: \$10

Fires on Course:

1. Top of course at Shrine Hill
2. Junction of River Road and Arrastra Road

Alcohol

At time of writing the operation plan, the Whiteout on behalf of Silverton Singletrack Society has submitted special event liquor permit for the Out Post at Arrastra and River Road Junction. There are no other places on the course where the event has permission to have alcohol. Joe sends out an email to all participants and volunteers reminding them that there is no alcohol allowed on course as well as a statement on the website.



COURSE

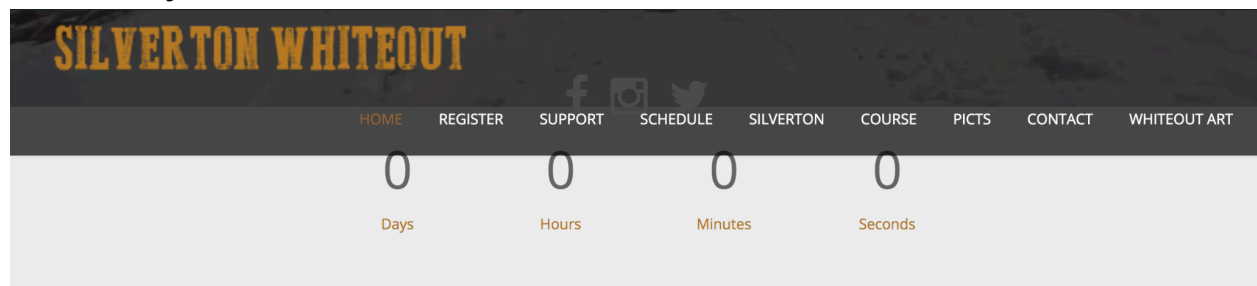
2022 Course TBA and below is 2020 to get an idea of the madness *Please be aware, that alcohol is not allowed on the course and only allowed in permitted areas or bars!!!!

[Click here](#) to see the Map in Ride GPS

Private Party at Avon

To celebrate the end of the event Avon will host a private party with a band and DJ. Participants can choose to register for both the event as well as the Saturday private party at the Avon. This list of people will be given the Avon for a list of guests who are allowed at the private party. This party is not open to the public. Fire Capacity is 160 in the downstairs of the Avon and the list will not exceed 150. Past Saturday night parties have not exceeded 100. The party will be cancelled if San Juan County is in red for Covid or if Jim D from San Juan Office of Emergency requests it to be cancelled due to Covid.

Covid Policy:



REGISTER

Registration Will Open Dec 1st, 2020 Covid Policy: Whiteout will be following guidelines from the San Juan Office of Emergency. We will offer a refund if we have to cancel the event due to Covid. Please be aware that to partake in the event, we highly recommend vaccination and to enter the inside private party, we require that you are fully vaccinated. If during the weekend we have a Covid Exposure, a list of participants and volunteers will be given to the San Juan Office of Emergency. Masks: We will follow the guidelines set by San Juan County.

Permitting:

Town of Silverton Special Event Permit

BLM: If we use the Kendal Mtn area, this is less than ½ a mile and therefore does not require a permit

Grooming:

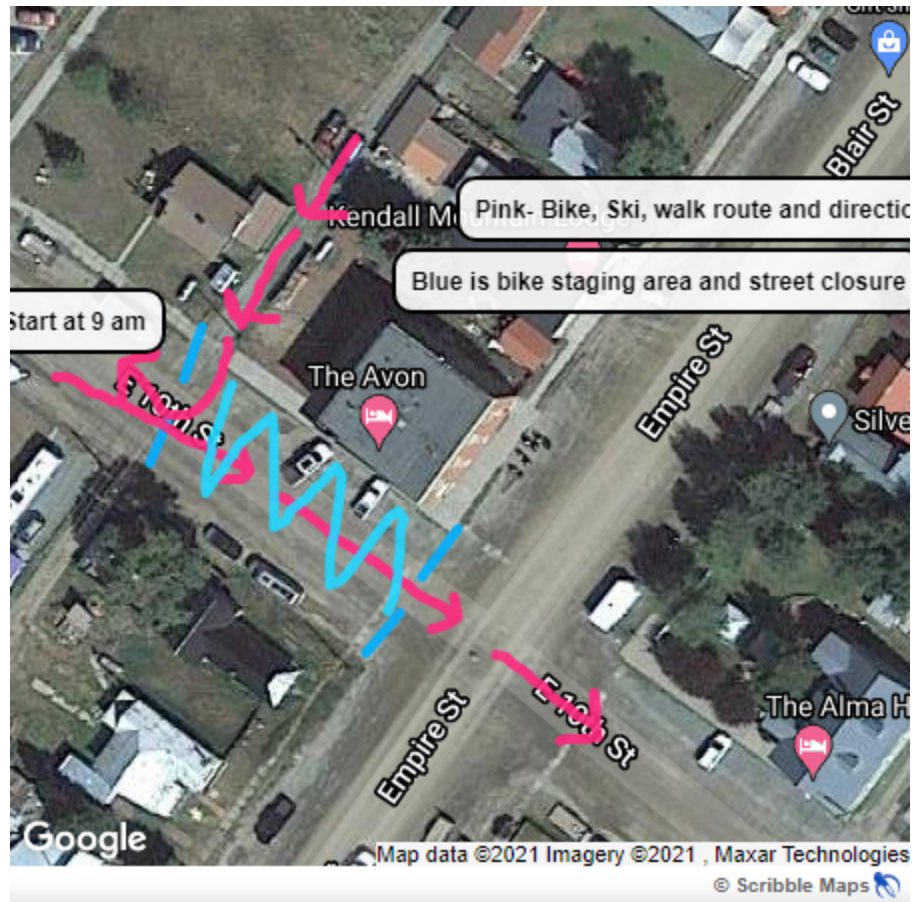
Event works with John Sites for grooming of the course. The course follows the town loop that is groomed for multiple user groups throughout the season. This year, the only alley being used is the one block between Avon and 11th street. The course follows cat grooming except for the Kendal Mtn loop which was groomed in the past by snowmobile unless the cat is able to groom.

In the case of a true Whiteout:

Joe will work with John to shorten the course if grooming operations cannot keep up with falling snow.

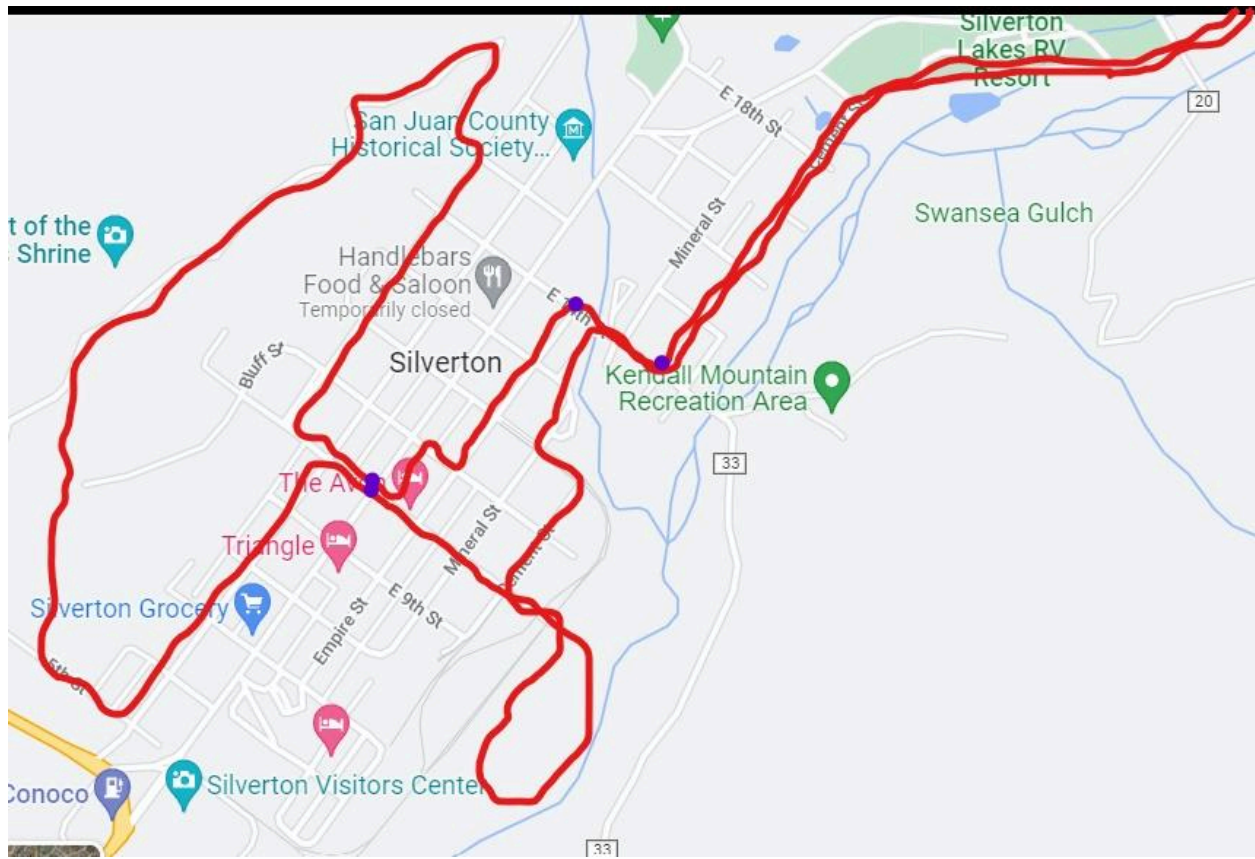
Event Headquarters and Staging:

Rider, skiers, walker and runner check in after their laps at the Avon Hotel with Keith Darner (Head Official) where he enters their lap times on a white board. The block in front of the Avon will be closed to cars so that people can lay their bikes down to check in. The start is a mass start and will line up on 10th between Greene and Blair. The course will start by heading on 10th and use the alley on return from Outpost to cross Greene and head out towards Shrine Hill.



Marshall Stations (purple dots on map below):

1. Greene Street and 10th: 2 marshalls for two way crossing and 2 way car crossing
2. 14th St and Blair: 2 marshalls for 1 way crossing and 2 way car crossing
3. Kendal Mountain: 1 Marshall for riders turning onto Cement from 14th
4. Where Groomed Track crosses CR 2 near SMPA: 1 marshal for 2 way crossing with 2 way car crossing





Aid Stations:

Avon Hotel (bathrooms, Tailwind, water)

Outpost at Arrastra (Hot choco, smores, pizza)

Shrine Hill (Bacon)

Snow Tunnel:

John Sites' crew usually build a snow tunnel and where they build it on course is up to their discretion and availability of snow!

Schedule

Friday

- 4-6 Rider check in, on site Registration and Avon Hotel
- 6 pm traffic Marshall meeting at Avon Hotel
- 6:30 TTT Night Ride/ meet at Avon Hotel to ride to Powerhouse
- 7:00 pm 'Six Dollar String Band' at the Powerhouse (free for racers and volunteers and open to public)

Saturday

- 7 am - 9am Rider check in, on site Registration at Avon Hotel
- 9:30 Very serious Team Meeting At Avon Hotel
- 10:00 am start in front of Avon Hotel
- 8 hours of Snow Bike, ski, walk, run goodness
- 10am-5pm Dance Party, pizza, and bluegrass band at Outpost at far end of course as well a Shrine Hills Bacon aid Station
- 4:30 pm Last racer sent out on course (no riders out after 4:30 pm)
- 6 pm race ends
- 6-7pm Go eat some dinner at local restaurants
- 7 pm Awards at Avon Hotel
- 8pm Avon Hotel (Private Party)

Medical and Safety

We have a roaming Head of Safety with first aid kit on course with a WFR as well as WFRs in various locations on the course. EMT support has been requested by Silverton-San Juan County Ambulance Association.

Course Markings and timing of course set up

WO uses the town cones and barriers as well as the sheriff cones alongside WO signage to mark the course. We also use race stakes from FLC Cycling and race tape. Course set up happens the day before the event and in conjunction with grooming operations. This year, we would like to set up cones on town roads the afternoon before the event (assuming it is not snowing or going to snow that night for town snow removal).

Closed Streets and other users

All streets, alleys, and groomed trails are open to the public. The only section closed to cars is the block in front of the Avon for bike staging. We do ask snowmobiles to stay off groomed trails the day before and day of the event, but it is technically not closed to them at any time. In pre race meeting, we remind riders, skier, etc to follow the rules of the road and stay on the right hand side of the road.

SHORT FORM EVENT HOLDER QUESTIONNAIRE

Member Name: _____

Name and Address of Renter or Event Holder (Same as on Permit or Rental Form): Veloterra LLC DBA Durango Cyclery
143 E 13th St, Durango, CO, 81301

Event Contact Person: Joe Hanrahan

Authorized to sign all documents

Daytime Phone Number: 303-748-8062

Email Address: joe@durangocyclery.com

Event Information

Date(s): Feb 3rd 2024 Time: 8am-6pm

Location of Event: Streets and Alleys of Silverton and San Juan County Roads

Coverage Type: ☒ Entire Event Coverage ☐ Vendor Coverage ☐ Instructor Coverage

Detailed Description of Event: An 8hr Fat Bike(winter bicycle) event involving Solo riders and team relays.
The course uses snow covered streets and groomed roads in Silverton and San Juan County.

Total Attendance (per day) including all participants, volunteers and employees:

Day 1	180	Day 3		Day 5		Day 7	
Day 2		Day 4		Day 6		Day 8	
Total Attendance ALL Event Days:							

Event Exposures

- Have you held this event or a similar event in the past? ☐ Yes ☐ No
- If yes, have accidents, incidents, claims, or losses arisen from such event? ☐ Yes ☐ No
- Is there an admission fee charged? ☐ Yes ☐ No
- Will food/non-alcoholic beverages be served? ☐ Yes ☐ No
- Will food/non-alcoholic beverages be sold? ☐ Yes ☐ No
- Will there be a caterer? ☐ Yes ☐ No
- Please list/describe entertainment activities that will be occurring, if any: There will be an acoustic bluegrass band playing at The Outpost aid station at County Road 2 and Arrastra Gulch

8. Do you have any parties requiring to be named as Additional Insured? ☐ Yes ☐ No
- If yes, please review contracts and attach a separate sheet listing names and addresses of all parties requiring to be named as additional insured.***

The event premium includes a premium charge for the owner/lessor as additional insured. Event Holder agrees to add the Facility owner as an additional insured.

Event Holder Signature: Joe Hanrahan

Date: 1/18/2024

Liquor Liability Exposures:

_____ ***No alcoholic beverages will be served or sold at this event.***

1. Type of alcoholic beverages available (please choose all that apply):

☒

Beer

☐

Wine/Champagne

☐

Mixed Drinks/Full Bar

2. How long will alcoholic beverages be available for consumption?

11am-5pm

3. Will you charge a fee or collect a ticket?

☒ Yes ☐ No

4. Do you receive a donation?

☒ Yes ☐ No

5. Estimated sales receipts for alcoholic beverages:

\$ 800

6. Do you have a caterer or vendor serve or sell the alcoholic beverages?

Yes ☒ No

7. If yes, have you received a Certificate of Insurance from the caterer or vendor showing they have liquor liability insurance?

Yes ☐ No ☐

8. How many different locations will alcoholic beverages be available?

1

9. Are you required to obtain or have a liquor license for your event?

☒ Yes ☐ No

10. What Management Practices do you have in place to monitor and control the consumption of alcoholic beverages?

– Alcoholic beverages must be purchased and consumed in a confined area where persons below the legal drinking age are not permitted.

☒ Yes ☐ No

– Everyone must show identification to receive an alcoholic beverage.

☒ Yes ☐ No

– Individuals over the legal drinking age receive a wristband or other form of identification.

☒ Yes ☐ No

– There is a limit of two servings provided to any one individual per visit to the concession.

☒ Yes ☐ No

– Staff monitors the consumption and is instructed not to serve anyone who is apparently intoxicated.

☒ Yes ☐ No

– The concession or bar is closed at least one hour prior to the end of the event.

☒ Yes ☐ No

Vendor/Exhibitor/Concessionaire Exposures

Please complete the following for **each** vendor, exhibitor, or concessionaire you would like added to this policy. Please use additional sheets if necessary.

 X **We do not require/request coverage for Vendors, Exhibitors, or**

Concessionaires Name, Contact and Mailing Address:

Type of Vendor (please choose one):

- | | |
|---|---|
| <input type="checkbox"/> Exhibitor (No Sales) | <input type="checkbox"/> Concessionaire (Activity Booth) |
| <input type="checkbox"/> Food or Beverage Vendor (No Alcohol) | <input type="checkbox"/> Concessionaire (Pony Ride Only) |
| <input type="checkbox"/> Food or Beverage Vendor (With Alcohol) | <input type="checkbox"/> Concessionaire (Bounce House Only) |
| <input type="checkbox"/> Vendor (Non-Food/Beverage) | <input type="checkbox"/> Promoter |
| <input type="checkbox"/> Entertainer | <input type="checkbox"/> Equipment Supply Company |
| <input type="checkbox"/> Sponsor | <input type="checkbox"/> Other (Please Specify)_____ |

Name, Contact and Mailing Address:

Type of Vendor (please choose one):

- | | |
|---|---|
| <input type="checkbox"/> Exhibitor (No Sales) | <input type="checkbox"/> Concessionaire (Activity Booth) |
| <input type="checkbox"/> Food or Beverage Vendor (No Alcohol) | <input type="checkbox"/> Concessionaire (Pony Ride Only) |
| <input type="checkbox"/> Food or Beverage Vendor (With Alcohol) | <input type="checkbox"/> Concessionaire (Bounce House Only) |
| <input type="checkbox"/> Vendor (Non-Food/Beverage) | <input type="checkbox"/> Promoter |
| <input type="checkbox"/> Entertainer | <input type="checkbox"/> Equipment Supply Company |
| <input type="checkbox"/> Sponsor | <input type="checkbox"/> Other (Please Specify)_____ |

Name, Contact and Mailing Address:

Type of Vendor (please choose one):

- | | |
|---|---|
| <input type="checkbox"/> Exhibitor (No Sales) | <input type="checkbox"/> Concessionaire (Activity Booth) |
| <input type="checkbox"/> Food or Beverage Vendor (No Alcohol) | <input type="checkbox"/> Concessionaire (Pony Ride Only) |
| <input type="checkbox"/> Food or Beverage Vendor (With Alcohol) | <input type="checkbox"/> Concessionaire (Bounce House Only) |
| <input type="checkbox"/> Vendor (Non-Food/Beverage) | <input type="checkbox"/> Promoter |
| <input type="checkbox"/> Entertainer | <input type="checkbox"/> Equipment Supply Company |
| <input type="checkbox"/> Sponsor | <input type="checkbox"/> Other (Please Specify)_____ |



Town of
Silverton

**TOWN OF SILVERTON
PUBLIC RIGHT OF WAY
CLOSURE NOTIFICATION APPLICATION**

Date

Name of Applicant

Phone number

Street

Email

City and State

Zip code

Name of Event

Reason for Closure

Estimated number of vehicles

Estimated number of persons

Closure Date:_____

Closure Times: Start time_____ End time 7PM (2/3/24)

Closure Description & Location (4 block maximum, please attach a map): 10th Street (from Greene Street to Blair Street) for staging and Start/Finish lines beginning at 4pm on February 2nd and reopening on February 3rd at 7pm. The Annual event hosts fat bike events for two wheels, skiers, snowshoers, walkers, runners
(and anything non-motorized).



Town of Silverton

Closures of the public right of way must be approved by the Silverton Board of Trustees at a public hearing. If permit is granted, permittee is responsible for providing necessary barricades, signage, and staffing to manage the closure. Closures must be posted 48 hours in advance at the location of the closure, and at least 1 week prior in the Silverton Standard newspaper.

Official Use Only Bellow This Line

Department	Approval	Disapproval	Date	N/A
San Juan County Sheriff / Fire Marshal				
Silverton Public Works				
Silverton Board of Trustees				

Public Noticed On: _____ Action of the Board of Trustees: _____

Attest: _____ Date: _____



BOARD PACKET MEMO

SUBJECT: Annual Silverton Banked Slalom
STAFF CONTACT: Nathan Baxter
MEETING DATE: January 22, 2024

Overview:

The Annual Silverton Banked Slalom is a proposed Snowboard race event to be tentatively held on February 24th, 2024, at the Kendall Mountain Ski Area. The event is being hosted by native Silvertonian, Cory Smith with “any and all financial proceeds to set up a scholarship fund for a “learn to snowboard program” through the Silverton Public Schools.

Budget Impact:

In-Kind Contribution for Snowcat Course Creation and Operator Labor.

Motion or Direction:

Motion to Conditionally Approve/Deny the Annual Silverton Banked Slalom special event application



Town of Silverton

Notice of Intent to Conduct a Special Event or Civic Function Within Incorporated Town Limits

EVENT ORGANIZER CONTACT INFORMATION

Application Date: 01/05/2024 Organization: Idarado Media
Contact Name(s): Cory Smith
Mailing Address: PO Box 4073. 471 E. 10th st Unit 12-B Ketchum Idaho 83340
E-mail Address: cory@idarado.com
Phone (Primary): (208) 720-7990 Phone (Secondary):

EVENT INFORMATION

Proposed Event: Silverton Banked Slalom
Event Date(s): From: 02/24/2024 To: 02/24/2024
Event Times: From: 09:00 am To: 04:00 pm

EVENT DESCRIPTION

Snowboard race

PROPOSED EVENT LOCATION/ROUTE/PARKING PLAN

(Please refer to attachment requirements)

Same as previous years

EVENT SCOPE

(List number of participants, employees and volunteers expected as well as a list of events proposed)

Same as previous years: 150 competitors, 5 staff



Town of Silverton

Notice of Intent to Conduct a Special Event or Civic Function Within Incorporated Town Limits

- ☐ YES ☒ NO - Will this event have Vendors?
☒ YES ☐ NO - Will this event serve food and drinks?
☒ YES ☐ NO - Will this event have alcoholic beverages?

If Yes, a Special Event Liquor Permit will be required.

- ☐ YES ☒ NO - Will this event have ticket sales or an admission fee?
☐ YES ☒ NO - Will this event host outdoor camping?
☐ YES ☒ NO - Will animals, dangerous materials or explosive materials be used during this event?

If YES, please explain:

ATTACHMENTS REQUIRED

- Location Map – The Location Map should include clearly marked boundaries and any detour(s), barrier(s) proposed, parking area, security arrangements, and medical personnel location(s).
- Operations Plan with an explanation of Safety, Medical, and Security Plans. (If applicable)
- Certificate of Liability Insurance Naming the Town of Silverton, all Vendors and Event Participants as additionally insured.
- Written permission from property owner to occupy the premises for proposed event.

COMPLIANCE AGREEMENT

The undersigned hereby certifies that I/we agree to assume any and all responsibility and to abide by all rules, regulations and conditions as set forth in the town of Silverton rules, regulations, conditions and stipulations of this permit, and codes for traffic control. The undersigned shall follow the manual on uniform traffic control devices, latest edition, as it relates to this permit and special conditions. If any requirements or conditions of this permit are not in compliance, the permit shall be revoked by order of the Code Enforcement Officer. I/we agree to vacate the right-of-way as directed by the Code Enforcement Officer.

RELEASE AND INDEMNIFICATION

In consideration for being permitted to enter upon the property of the Town of Silverton, Colorado, for the purpose of conducting business, meetings, or events upon said premises, I, the undersigned, hereby acknowledge, represent, and agree as follows:

- I acknowledge that my presence on the Town's property may involve risks of injury, loss or damage.
- I expressly assume all risks of injury, loss, or damage to myself or any third party arising out of or in any way related to my presence on the Town's property.
- I exempt, release, and discharge the Town, its officers, its employees, and its agents from any and all claims, demands, and actions for such injury, loss, or damage, arising out of or in any way related to my presence on the Town's property.
- I agree to defend, indemnify, and hold harmless the Town, its officers, employee agents, insurers, and self-insurance pool from and against all liability, claims, and demands on account of injury, loss or damage which arise out of or are in any way related to my presence on the Town's property.
- I further agree to be fully responsible for and to render payment to the Town for, any damages to the Town's property, which occurs during my use of such property, and which is in any way related to my presence on or use of town property.



Town of Silverton

Notice of Intent to Conduct a Special Event or Civic Function Within Incorporated Town Limits

This Release and Indemnification Agreement shall be effective as of the date set forth below and shall be binding upon me, my successors, representative, heirs, executors, assigns, transferees, and any other person(s) who may enter the premises upon my invitation.

Executed this, the 03 day of January, 2024, by the person whose name and signature appear below.

Signature of Responsible
Party:

 Signed at:
2024-01-05 09:21:17

Date: 01/05/2024

Printed Name:

Cory Smith

Date: 01/05/2024

OFFICIAL USE ONLY BELOW THIS LINE

<u>AGENCY</u>	<u>AUTHORIZED SIGNATURE</u>	<u>DATE</u>
San Juan County Sheriff	emailed 1/8	
Silverton/San Juan EMS	emailed 1/8	
Office of Emergency Management		
Silverton Board Of Trustees		

<u>TOWN OF SILVERTON DEPARTMENT</u>	<u>AUTHORIZED SIGNATURE</u>	<u>DATE</u>
Facilities, Parks, Recreation		
Public Works		
Administrator		
Communications and Events Manager		

APPLICATION PROCESSING FEES

< 100 PARTICIPANTS	\$100.00
100-500 PARTICIPANTS	\$200.00
>500 PARTICIPANTS	FEE TO BE NEGOTIATED

Date Payment Received: _____ Payment Processed By: _____

Payment Amount: _____ Payment Type: _____

THANK YOU FOR CONSIDERING SILVERTON FOR YOUR SPECIAL EVENT!!!

2024 Silverton Banked Slalom Operating Plan:

Background:

The annual Silverton Banked Slalom is proposed for February 24th, 2024. This event is very family friendly and is enjoyed by all levels of snowboarders. The nature of the event is a timed race, around gates, with berms formed around the gates. The berms or “banks”, create a g-force sensation, much like surfing a wave or skateboarding a pool. The Legendary Banked Slalom that takes place in Mt. Baker Washington is the longest running snowboard competition in the world. The heritage and comradery at this type of event makes it a perfect application for the Kendal Mountain area and the town of Silverton. It is spectator friendly and enjoyed by competitors and on-lookers. Any and all financial proceeds from entry fees, donations and raffle tickets will be used to set up a scholarship to fund a learn to snowboard program through the Silverton Public School. On-line registration will be open starting December 15th. On-site registration will take place outside (weather permitting) at a designated location.

Idarado Media has a ten-year history of running this type of snowboard event. We have successfully run ten events in Sun Valley Idaho with over 200 participants per year with zero accidents or claims.

Location:

The Silverton Banked Slalom (SBS) will take place on Kendal Mountain utilizing the “Easy Street” and “Mayflower” runs. We request that these runs be closed to the public two days prior to the event in order to build the course. We also request that these runs be closed to the public on the day of the race. All competitors will purchase a lift ticket from Kendal Mountain ticket office. Parking for the event will be in the main parking area.

Race Operation:

Each participant will be issued a wristband with an RFID chip in it. There will be a “wand” buried at the start gate and one at the finish line. As each racer starts the race, their time begins, when they cross the finish line, their time stops. Each run will be recorded via race software and visible via an app. Each participant will get two runs, their fastest time counts. Racers will be placed in categories that they choose during registration based on age, gender and ability.

Our sponsors will provide products that will be awarded to the winners of each category. Registration fee will be \$30 and will include a tee shirt for each competitor. For kids who are enrolled in Silverton Public School or home schooled, registration will be \$15 (cost of tee-shirt).

Volunteers will assist in gate keeping, course maintenance, time keeping, registration and COVID protocol.

**TOWN OF SILVERTON
SPECIAL EVENTS DONATION -ANNUAL SILVERTON BANKED SLOLAM**

ESTIMATED IN-KIND CONTRIBUTION		
Public Works - Course Creation		
Snowcat Grooming	16 hrs, \$125/hr	\$ 2,000.00
Labor	16 hrs, \$50/hr	\$ 800.00
		\$ 2,800.00



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/05/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Sun Valley Insurance P.O. Box 5808 Ketchum ID 83340	CONTACT NAME: Mark Lovlien PHONE (A/C, No, Ext): (208) 725-0977 E-MAIL ADDRESS: mail@svins.net FAX (A/C, No): (208) 725-0978														
INSURED Idarado, LLC P.O. BOX 6409 Ketchum ID 83340	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A : United States Liability Insurance Company</td><td></td></tr><tr><td>INSURER B :</td><td></td></tr><tr><td>INSURER C :</td><td></td></tr><tr><td>INSURER D :</td><td></td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : United States Liability Insurance Company		INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : United States Liability Insurance Company															
INSURER B :															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR	Y Y	SE 1102127	02/24/2024	02/26/2024	EACH OCCURRENCE \$ 1000000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100000					
	MED EXP (Any one person) \$ 5000					
	PERSONAL & ADV INJURY \$ 1000000					
	GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:					GENERAL AGGREGATE \$ 2000000
						PRODUCTS - COMP/OP AGG \$ 1000000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$
						AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/>
						E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Silverton Banked Slalom Event

CERTIFICATE HOLDER**CANCELLATION**

Town of Silverton
1360 Greene Street
PO Box 250
Silverton

CO 81433

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.



AGENDA MEMO

SUBJECT: Silverton School Kendall Ski Race
STAFF CONTACT: Nathan Baxter
MEETING DATE: January 22, 2024

Overview:

Sallie Barney has submitted a Special Event Application for the Silverton School Kendall Ski Race. The original date, set for January, 13th, 2024 was postponed due to early season snow conditions. The new date is set for Sunday, January 28th, 2024. Teams from the region (typically Lake City, Wolf Creek, Monarch and sometimes Purg) attend as well as the Silverton ski team kids and community members. The purpose is to create friendly competition at our home hill and generate community spirit.

Staff Recommendation:

MOTION to approve/deny the Silverton School Kendall Ski Race special event application.

Silverton School Kendall Ski Race

Event Description

The Silverton Ski team alpine race began in 2005. It is a fun race hosted in partnership with the school and the town of Silverton. Teams from the region (typically Lake City, Wolf Creek, Monarch and sometimes Purg) attend as well as the Silverton ski team kids and community members. The purpose is to create friendly competition at our home hill and generate community spirit.

Primary Contact

Sallie Barney
970-946-5363

Date and Participant Numbers

Saturday, January 13, 2024
80-100 racers plus spectators (about 200?)

Staging/Center of Operations

8:00-9:00 Registration: fireplace room at Kendall
Course setting on blue run
9:00 Racer meeting: fireplace room at Kendall
9:30 Blue run- course slipping
10:00 Racing begins: top of blue run/ Finish bottom of blue run
Timing in bottom lift shack at table by window
2:00 Awards at Hardrock structure/ picnic tables

Medical and Safety

The ski race depends on EMS for medical emergencies
Finish will be protected with orange fencing
Race in Progress sign posted

Course Marking

Finish will be marked with orange fencing
Course will have monitors managing snow and racers and keeping people off the course

Event Schedule

GROOMING Friday night/ early (before 8:00am Saturday morning if possible)

8:00-9:00	Race registration (racers can pre-register through coaches by filling out a registration form that was emailed to coaches; Silverton racers are all preregistered)
9-9:30	Bib pick-up & race rules and reminders—meet in Kendall Lodge—followed by course inspection

9:45-whenver finished	Racing by bib number order; free skiing if not racing
11:00 on...	Lunch options available at concession stand
1:00ish	awards & raffle prizes

Attachments

Kendall map

Schedule of the day

Registration form

Silverton School Kendall Ski Race

Event Description

The Silverton Ski team alpine race began in 2005. It is a fun race hosted in partnership with the school and the town of Silverton. Teams from the region (typically Lake City, Wolf Creek, Monarch and sometimes Purg) attend as well as the Silverton ski team kids and community members. The purpose is to create friendly competition at our home hill and generate community spirit.

Primary Contact

Sallie Barney
970-946-5363

Date and Participant Numbers

Saturday, January 13, 2024
80-100 racers plus spectators (about 200?)

Staging/Center of Operations

8:00-9:00 Registration: fireplace room at Kendall
Course setting on blue run
9:00 Racer meeting: fireplace room at Kendall
9:30 Blue run- course slipping
10:00 Racing begins: top of blue run/ Finish bottom of blue run
Timing in bottom lift shack at table by window
2:00 Awards at Hardrock structure/ picnic tables

Medical and Safety

The ski race depends on EMS for medical emergencies
Finish will be protected with orange fencing
Race in Progress sign posted

Course Marking

Finish will be marked with orange fencing
Course will have monitors managing snow and racers and keeping people off the course

Event Schedule

GROOMING Friday night/ early (before 8:00am Saturday morning if possible)

8:00-9:00	Race registration (racers can pre-register through coaches by filling out a registration form that was emailed to coaches; Silverton racers are all preregistered)
9-9:30	Bib pick-up & race rules and reminders—meet in Kendall Lodge—followed by course inspection

9:45-whenever finished	Racing by bib number order; free skiing if not racing
11:00 on...	Lunch options available at concession stand
1:00ish	awards & raffle prizes

Attachments

Kendall map

Schedule of the day

Registration form



Town of
Silverton

**Notice of Intent to Conduct a Special Event or Civic Function
Within Incorporated Town Limits**

Date of Notice: 11/19/23 Organization Holding Event: Silverton School / Ski team

Contact Name: Sallie Barney Phone#: (970) 946-5363

Contact E-Mail: sbarney@silvertonschool.org

Contact Address: PO Box 128

City: Silverton State: CO Zip: 81433

Event

Description: Alpine fun race

Event Date(s): January 13, 2024 Event Times: 8 AM to 2 PM

Proposed Event Location/Route/Parking Plan/Road Closures: (Please refer to attachment requirements)

Kendall Mt. Rec

Event Scope: (list # of participants, employees and volunteers expected and events planned)

100 participants (open to community)

8-10 volunteers

* early open @ Kendall to set course (8AM)

* grooming FR1 afternoon of before 8AM sat of race



Town of Silverton

Will this event have vendors? YES ☒ NO
Will this event serve food and drinks? YES ☒ NO
Will this event have alcoholic beverages? YES ☒ NO If YES, A Special Event Liquor License Will Be Required.
Will this event have ticket sales or an admission fee? ☒ YES NO
Will there be camping during this event? YES ☒ NO
Will Animals, Dangerous Vehicles or Materials, or Explosives be used for this event?
YES ☒ NO YES If YES, Please Explain.

Kendall Mtn lift ticket / season pass

required to participate, no charge to race

Compliance Agreement

The undersigned hereby certifies that I/we agree to assume any and all responsibility and to abide by all rules, regulations and conditions as set forth in the town of Silverton rules, regulations, conditions and stipulations of this permit, and codes for traffic control. The undersigned shall follow the manual on uniform traffic control devices, latest edition, as it relates to this permit and special conditions. If any requirements or conditions of this permit are not in compliance, the permit shall be revoked by order of the Code Enforcement Officer. I/we agree to vacate the right-of-way as directed by the Code Enforcement Officer.

Release & Indemnification

In consideration for being permitted to enter upon the property of the Town of Silverton or personal property included in filming, or for the purpose of conducting business or events upon said premises, I, the undersigned, hereby acknowledge, represent and agree as follows:

- I acknowledge that my presence on the Town's property may involve risk of injury, loss or damage.
- I expressly assume all risks of injury, loss, damage to myself or any third party arising out of or in any way related to my presence on the Town's property.
- I exempt, release, and discharge the Town, its officers, its employees, and its agents from any and all claims, demands, and actions for such injury, loss, or damage, arising out of or in any way related to my presence on the Town's property.
- I agree to defend, indemnify, and hold harmless the Town, its officers, employees, agents, insurers, and self insurance pool from and against all liability claims, and demands on account of injury, loss or damage which arise out of or are in any way related to my presence on the Town's property.
- I further agree to be fully responsible for and to render payment to the Town for, any damages to the Town's property, which occurs during my use of such property and which is in any way related to my presence on or use of Town property.

This Release and Indemnification Agreement shall be effective as of the date set forth below and shall be binding upon me, my successors, representatives, heirs, executors, assigns, transferees, and any other person(s) who may enter the premises upon my invitation.



Town of Silverton

Executed this 20 day of November, 20 23 by the person whose name and signature appear below.

Signature of Responsible Party

Sally

Printed Name:

Sallie Barney

Please attach to this application documents showing the following:

1. Location Map – The Location Map should include clearly marked boundaries and any detour(s), barriers(s) proposed, road closures, parking area, security arrangements, and medical personal location(s).
2. Emergency Evacuation Plan with an explanation of how Event Management and Event Attendees and notified.
3. Certificate of Liability Insurance Naming the Town of Silverton, all Vendors and Participants as additionally insured.
4. Written permission from property owner to occupy the premises for proposed event.

Official Use Only Bellow This Line

Department	Approval	Disapproval	Date	N/A
San Juan County Sheriff / Fire Marshal				
Silverton / San Juan EMS				
San Juan S & R				
Silverton Public Works				
Silverton Board of Trustees				

Public Hearing Advertised On: _____ Public Hearing Held On: _____
Action of the Board of Trustees: _____

\$200 Fee Paid: _____ Attest: _____ Date: _____

Silverton Race Schedule & Info

January 13, 2024

Saturday's Schedule

8:30-9:00	Race registration (racers can pre-register through coaches by filling out a registration form that was emailed to coaches; Silverton racers are all preregistered)
9-9:30	Bib pick-up & race rules and reminders—meet in Kendall Lodge—followed by course inspection
10:00-whenever finished	Racing by bib number order; free skiing if not racing Combined times for 2 runs
2:00ish	awards & raffle prizes

Categories:

There is a girls and boys category for each bracket.

4-5, 6-7, 8-9, 10-11, 12-14, 15-17, 18-59 men and women, over 60 men and women, tele men and women, snowboard women and men.

Cost: \$0 race entry fee

Adult tickets \$25

Children \$17

Under 5 free

Tickets can be purchased the day of the race at the Kendall Mountain Ticket office or online at skikendall.com.

More questions? Contact Sallie Barney at 970-946-5363 or by

email: sbarney@silvertonschool.org



SKI KENDALL!

Kendall Mountain is your winter basecamp for affordable family fun! Our ski hill features 240 feet of vertical drop, four groomed trails, multiple tree runs, a small terrain park, and one double chair lift! Equipment rentals and concessions are available inside the Kendall Mountain Community Center when the lift is running. Ice skating, tubing/sledding, cross-country skiing and snowshoeing are free and allowed any time, conditions permitting!

MOUNTAIN STATS

- Chair Lifts: 1
- Vertical Drop: 240'
- # Groomed Trails: 4
- Beginner Terrain: 50%
- Intermediate Terrain: 40%
- Expert Terrain: 10%
- Average Annual Snowfall: 200 inches

WWW.SKIKENDALL.COM

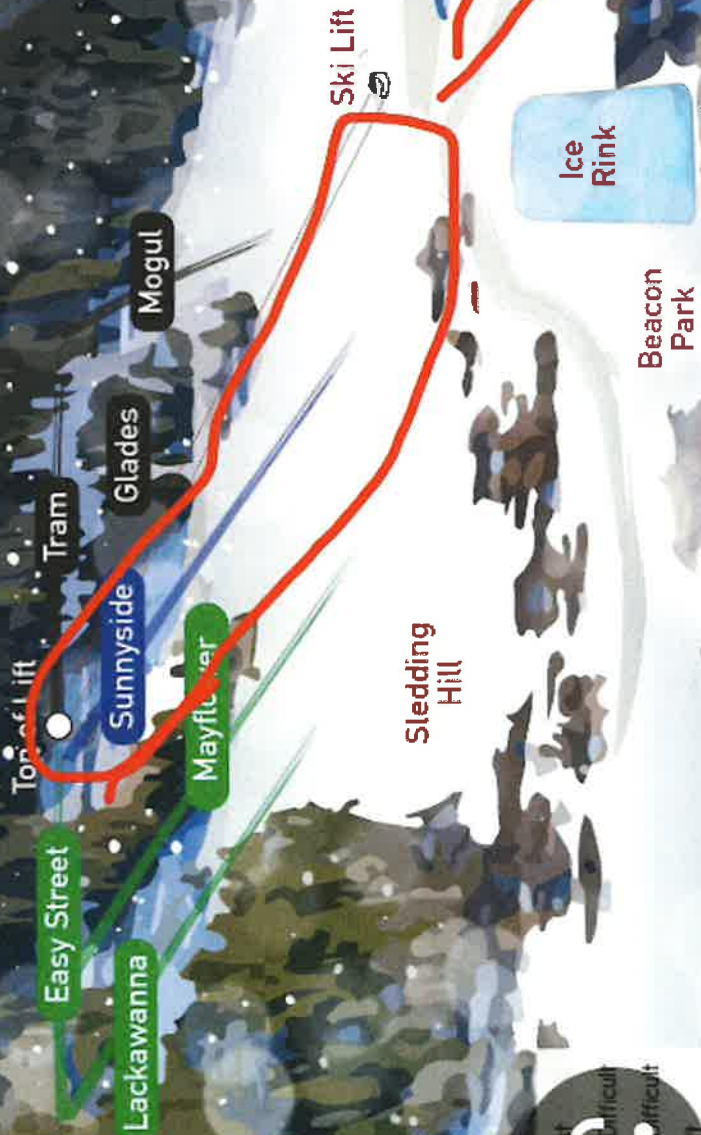


Illustration by The Creative Cocker Jack

Bib # _____

Kendall Mountain Race

Silverton, Colorado

January 14, 2023



Racer's name _____

Affiliation _____ (school or independent)

Age 4-5 6-7 8-9 10-11 12-14 15-17 18-39 40-59 60+

Sport category (circle one) alpine snowboard telemark

Female or male? _____

Emergency _____ _____

contact name phone number

Racer signature

Parent signature (if under 18)

Registration begins at 8:00am in the Kendall Rec. Center

Races begin at 10:00 am

Silverton Race Schedule & Info



Saturday's Schedule

8:00-9:00	Race registration (racers can pre-register through coaches by filling out a registration form that was emailed to coaches; Silverton racers are all preregistered)
9-9:30	Bib pick-up & race rules and reminders—meet in Kendall Lodge—followed by course inspection
9:45-whenever finished	Racing by bib number order; free skiing if not racing
11:00 on...	Lunch options available at concession stand
1:00ish	awards & raffle prizes

Categories:

There is a girls and boys category for each bracket.

4-6, 7-9, 9-11, 12-14, 15-17, 18-59 men and women, over 60 men and women, tele men and women, snowboard female and male.

Cost: \$5 race entry fee (to benefit the Silverton Ski Team) and a lift ticket.

Adult tickets \$25

Children \$17

Under 5 free

Tickets can be purchased the day of the race at the Kendall Mountain Ticket office located by the lift.

✧ More questions? Contact Sallie Barney at 946-5363 or by email:

sallierbarney@gmail.com

Town of Silverton Staff Report

Department: Administration Head of Department: Gloria Kaasch-Buerger Date of Trustee Meeting: January 22, 2024	
For immediate Trustee consideration: Marijuana Retail Sales Tax Ballot Issue Opening CO Trust Account	
Regular Meetings & Communication: 1.3 Learning Sessions Prep 1.5 EIAF DOLA Project Meeting 1.8 Chamber Visitor Center Update 1.5 Performance Review 1.11 CCCMA Board Meeting 1.11 Molas Payment Systems 1.11 Community Business Preservation Program Selection 1.12 GHG Inventory with EcoAction Partners 1.12 Wayfinding and entrance Signs 1.16 Clarion Code Rewrite 1.17 Historic Review Committee Work Session 1.17 Greeley Community Builders 1.17 Transit Council Silverton to Ouray Bus Service 1.7 Library Board Meeting	Top on the TO DO list: Assist with WWTP and Water Funding Code Rewrite Grant Reporting GOCO grant reporting Code rewrite draft review Learning Sessions Infrastructure Reimbursement Finance Organization Rate Study Assistance Energizing Rural Communities Prize Administration Annexation of Anvil Attorney Review Random Drug Testing Protocol Training Fee Schedule RFP for Alternative Municipal Judge
Grants (applications, updates, awards): Awarded and currently in progress: IHOI Grant for Zanoni Property GOCO Planning Grant Brownfields Grant Transportation Alternatives Grant EIAF Code Rewrite Grant Tourism Board Grant Energizing Rural Communities Prize COSIPA Tech Grant awarded 9/13 Planning Grant for WWTP 10K received on 11/1 USDA collection system Grant/Loan received on 12/23 Applied/Awaiting Award: More Housing Now Grant DOLA Building Capacity Grant DOLA Not awarded: Safe Streets DOT (Blair Street)	Upcoming Issues: CDOT Shed relocation Power Redundancy/Micro Grid Signs/Parking around town Entrance Monument Blair Street Project Marijuana Code Rewrite New Trustee Orientation Materials Perimeter Trail Planning PW Capital Improvements Plan FPR Capital Improvements Plan
Notable completed tasks: Performance Review Completed	Learning/ Professional Development:

**Town of Silverton
Staff Report**

Department: Town Clerk/ Treasurer Head of Department: Melina Marks Lanis Date of Trustee Meeting: January 22nd, 2024	
For Immediate Trustee Consideration: None	
Regular Meetings & Communication: <ul style="list-style-type: none"> - Weekly staff meetings - Bi-weekly regular trustee meetings - Consistent communication with the rest of staff daily - Consistent communication with the town accountant 	Top on the TO DO List: <ul style="list-style-type: none"> - Continue with Election duties. - Prepare Refuse Fund Resolution. - File W9s. - Finalize fuel tax refund. - Complete WC CIRSA Audit. - Fix ADP holiday pay issue. - Prepare for the 2024 Audit. - Organize the office. - Refine filing systems/ write new SOPS.
Grants (applications, updates, awards):	Upcoming Items: <ul style="list-style-type: none"> - Finish November/ December Actuals with the accountant. - Finalize the fee schedule. - Cross-train in other positions to ensure redundancy.
Notable Completed Tasks: <ul style="list-style-type: none"> - Creation of 2024 nomination petitions and info packet. - Utility run with our new PW employee. - Updates to Utility Rates implemented. - Addressing issues with ADP – continued. - Training scheduled with Neptune – our meter reading software. - SOP Construction - Google Drive updates. 	Ongoing Project Updates: <ul style="list-style-type: none"> - Fee Schedule - Continue to master ADP's Workforce Now payroll platform. - Master Caselle - Communicate with the accountant. - Support staff and administration. - Pursue more grant funding. - Streamline the Clerk's Office function.
Learning/Professional Development: <ul style="list-style-type: none"> - Learning about correct election processes/ procedures - Caselle training sometime in the spring/ summer 	COVID Related: None

**Town of Silverton
Staff Report**

Department: Deputy Clerk Head of Department: Town Clerk Date of Trustee Meeting: January 22, 2024	
For Immediate Trustee Consideration: None	
Regular Meetings & Communication: <ul style="list-style-type: none">- Regular Thursday staff meeting- Ongoing communication amongst staff members- Cirsa Training	Top on the TO DO List: <ul style="list-style-type: none">- Business and Vacation Rental Licenses.- Water/Sewer Rate Study- Help with Election Process- Website updates
Grants (applications, updates, awards): <ul style="list-style-type: none">-	Upcoming Items: <ul style="list-style-type: none">-
Notable Completed Tasks: <ul style="list-style-type: none">- Business/Vacation Rental Reminders- Election Memo	Ongoing Project Updates: <ul style="list-style-type: none">- Changes made to website.- Technology Inventory update, need to add new computers.
Learning/Professional Development: <ul style="list-style-type: none">- Election Webinar	COVID Related: None



AGENDA MEMO

SUBJECT: Resolution 2024-02 A Resolution of the Town Of Silverton Authorizing a Municipal Lease Purchase Agreement with Citizens State Bank for the Lease And Purchase of a 2006 International 10 Wheel Dump Truck
STAFF CONTACT: John Sites, Gloria Kaasch-Buerger
TRUSTEE MEETING DATE: January 22, 2024

Overview:

The Silverton Public Works Department has been exploring avenues to purchase an additional dump truck for some time. Given the urgency of snow removal from streets, the high cost of hiring contractors to assist with snow removal and, unpredictable down time on our existing trucks, the need for an additional truck can be recommended.

Finding a truck that suits our needs for a reasonable price has been a challenge. We recently became aware of such a truck that has been operating locally (Durango) and been maintained by our primary diesel mechanic.

The truck we are considering is a 2006 International 10-wheel dump truck very similar to our current trucks but newer, with 288,000 miles – in the world of big trucks, this is not an egregious number of miles. Our 1992 Kenworth has 900,000. A new engine and other engine related components were installed in 2022 which cost \$42,788. According to our mechanic and the current owner, most of these costs were covered by an insurance claim and the engine is still under warranty.

We have driven the truck, cross-checked prices and discussed the purchase with knowledgeable truck folks in the area and are confident that we can recommend the purchase.

At the January 8th meeting staff was directed to look into financing the dump truck and make sure that we are getting a good interest rate and terms for the financing including increasing our down payment.

Budget Impact:

The asking price is \$55,000.

The Bank of the San Juans offered financing with no down payment for 7.7%

Citizens State Bank offered financing with a down payment for 6.12% for 5 year term with no prepayment penalties. Staff is proposing using \$20,000 from the Machinery and Equipment 10-43120-741 to put down and only finance \$35,000. The yearly payment will be around \$7,428 a year. The town still needs a replacement pickup truck and the administrator is reluctant to spend down this line item this early in the year. If there are funds available at the end of 2024, the town will pay down the loan.

Current General Fund Debt:

<https://silverton.cleargov.com/2024/native/debt?breakdowntype=department>

Staff Recommendation:

We have driven and inspected the truck, cross-checked prices and discussed the purchase with experienced contractors and mechanics in the area and are confident that we can recommend the purchase.

Suggested Motion or Direction:

Motion to adopt Resolution 2024-02 A Resolution of the Town Of Silverton Authorizing a Municipal Lease Purchase Agreement with Citizens State Bank for the Lease And Purchase of a 2006 International 10 Wheel Dump Truck



RESOLUTION 2024-02

A RESOLUTION OF THE TOWN OF SILVERTON AUTHORIZING A MUNICIPAL LEASE PURCHASE AGREEMENT WITH CITIZENS STATE BANK FOR THE LEASE AND PURCHASE OF A 2006 INTERNATIONAL 10 WHEEL DUMP TRUCK

WHEREAS, the Town of Silverton, in the County of San Juan and State of Colorado (the “Town”) is a municipal corporation duly organized and existing under the laws of the State of Colorado; and

WHEREAS, is authorized by state law to acquire equipment for municipal purposes and to enter into leases for the same, which leases may include an option to purchase and acquire title to the leased property; and

WHEREAS, the Board of Trustees, as the governing body of the Town of Silverton, has determined that a true and real need exists for the acquisition for a 2006 International 10 Wheel Dump truck (“Equipment”) through lease purchase agreement for the amount of \$35,000 through Citizens State Bank (“Lease Purchase Agreement”), for the use in the proper operation of the Town of Silverton; and

WHEREAS, the Town has taken the necessary steps under applicable law to arrange for the acquisition and financing of such Equipment; and

WHEREAS, either there are no legal bidding requirements under applicable law to arrange for the leasing of such property under the Lease Purchase Agreement or the Town has taken the steps necessary to comply with the same respect to the Equipment to be acquired under the Lease Purchase Agreement; and

WHEREAS, C.R.S. § 24-82-801 allows for the Town’s procurement of personal property under a lease-purchase agreement to be authorized by resolution of the Board of Trustees and in accordance with the Town’s adopted purchasing policy in effect at the time of approval of such agreement; and

WHEREAS, the Board of Trustees desire to approve the Lease Purchase Agreement in substantially the form attached hereto, to complete the purchase of the Equipment.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF SILVERTON, COLORADO THAT:

Section 1. Recitals. The recitals contained above are incorporated herein by reference and are adopted as findings and determinations of the Board of Trustees.

Section 2. Findings and Authorizations. The Board of Trustees of Silverton makes the following findings and representations:

- (a) Board of Trustees previously approved the purchase of the Equipment via verbal Resolution.
- (b) Board of Trustees authorizes the Mayor to execute a Lease Purchase Agreement with Citizens State Bank following review and approval of the Lease Purchase Agreement by the Town Attorney. The Mayor, the Town Attorney, and Town Staff, as necessary and appropriate, are authorized to execute and deliver on behalf of the Town all documents necessary to acquire the Equipment, and the Mayor and Town Attorney are further authorized to negotiate and approve on behalf of the Town such revisions to the Lease Purchase Agreement and supporting documents as deemed necessary or desirable as long as any such revisions do not materially increase the obligations of the Town.

Signature of Party to Sign Lease Purchase Agreement
Shane Fuhrman, Mayor

- (c) The complete and correct name of the Lessee is the Town of Silverton, a political subdivision of the State of Colorado. The Town is and at all times shall be a duly organized and existing entity under the laws of Colorado with the full power and authority to own its properties and to transact the business and activities in which it is presently engaged or presently proposes to engage. The Town does not do business under any other assumed business names.
- (d) The Town maintains its offices at 1360 Greene St., Silverton, Colorado 81433.
- (e) The Town will perform all acts within its power which are or may be necessary to maintain its legal status as a duly organized and existing entity under the laws of Colorado, which status is the basis for the interest portion of the rental payments coming due under the Lease Purchase Agreement, and to at all times remain exempt from federal income taxation under the laws and regulations of the United States as presently enacted and construed or as hereafter amended.
- (t) The acquisition of the Equipment is necessary, convenient, in the furtherance of, and will at all times be used in connection with, the Town's governmental and proprietary purposes and functions and are in the best interests of the Town. No portion of the Equipment will be used directly or indirectly in any trade or business carried on by any person other than a governmental unit of the State for lawful municipal purposes.

- (g) The meetings at which the Board of Trustees considered and adopted this Resolution were properly noticed and conducted as open meetings in accordance with Colorado law.
- (h) There are no legal or governmental proceedings or litigation pending against the Lessee which might adversely affect the transactions contemplated in or the validity of the Lease Purchase Agreement.
- (i) Finally, the Board of Trustees authorizes the Mayor, Town Attorney, and Town Staff to take such other actions as may be necessary and that do not increase the financial obligations of the Town to execute the Lease-Purchase Agreement and to complete the acquisition of the Equipment

Section 3. Severability. Should any one or more sections of the provisions of this Resolution be judicially determined invalid or unenforceable, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, the intention being that the various sections and provisions are severable.

Section 4. Effective Date. This Resolution shall become effective upon its adoption by the Board of Trustees.

THIS RESOLUTION was approved and adopted the 22nd day of January, 2024 by the Board of Trustees of the Town of Silverton, Colorado.

TOWN OF SILVERTON, COLORADO

Shane Fuhrman, Mayor

ATTEST:

Melina Marks Lanis, Town Clerk



BOARD PACKET MEMO

SUBJECT: Brownfields RFP Environmental Consultant Selection

STAFF CONTACT: Lucy Mulvihill

DATE: 1/22/2024

Overview:

The Town of Silverton was awarded an \$800,000 EPA Brownfields Multipurpose Grant for the environmental assessment, planning, clean up and revitalization of multiple sites in town including the Animas River Corridor, Lackawanna Mill Site Property, Cement Creek Corridor and properties within the Town Core. On October 24, 2023 the town released a [Request for Proposals for a Grant Implementation Assistance](#).

We received 8 proposals from highly qualified Environmental Firms.

After trustee consideration, the town narrowed down the section to the highest-scoring firms including [Stantec](#), [Ramboll & Partners](#), and [Ayres](#). Staff held interviews with each firm to learn more about their organization and approach to the project. This was again extremely challenging as all firms had impressive interviews.

Firms presented a presentation and answered questions based on the following.

As a small community with finite resources, we acknowledge the available funding from the EPA Brownfields Multipurpose Grant and proposed project as a strategic initiative to catalyze sustainable development and make valuable investments in our community. The primary objective of this project is to enhance the quality of life for the 650+ residents of Silverton. We are not only seeking a partner to execute the scope of work but also one that demonstrates a keen focus, attentiveness, and a genuine understanding of how to effectively engage with and prioritize the unique needs of our community. Our preference is for a creative and resourceful firm that can strategically allocate funds to maximize opportunities for thorough assessment, meticulous planning, and comprehensive cleanup. The purpose of this interview is to engage with the prospective team that, if selected, will be assigned to spearhead this project. We aim to gain insights into the firm's approach, methodologies, and commitment to ensuring the success of this project.

Stantec

Stantec is a global environmental science, planning, architecture, engineering, project management, project economics firm, with offices in Denver. The firm submitted an impressive and detailed proposal highlighting their experience working on Brownfield projects for municipalities within Colorado, including their impressive work in Canon City Co, which showcases their reuse planning experience. Stantec outlines exactly how they would work with the Town, Community Stakeholders as well as regulators including the EPA and CDPHE, to accomplish tasks intentionally, quickly and in a cost-effective manner. While Stantec has not worked in Silverton or San Juan County before, they have had an opportunity to visit Town and tour all the sites get an awareness of the project scope. Stantec scored highest on Management Outline and Project Approach. The only thing lacking from their proposal was their experience working in Silverton / San Juan County.

In their interview, Stantec highlighted their understanding of the Silverton Brownfields work plan and Compass Master Plan, and their qualifications to meet all of our needs. They discussed their 100% success rate in grant writing as well as their relationships with development companies.

Ramboll

Ramboll is a global architecture, engineering, and consultancy firm with offices in Denver. The firm has worked in San Juan County on Bonita Peak Mining District Projects since 2003. They have a very good understanding of our regional mining history and the contaminants left over. Beyond San Juan County Ramboll works on similar projects around the State, County, and world. Additionally, Ramboll has partnered with Partners Environmental Consulting, Inc. (Partners), an environmental, safety, engineering, and surveying firm, formed specifically to address the environmental needs of the Brownfield redevelopment community. Partners also has ties to Silverton. During the development of the application for this funding, Partners worked closely with the CDPHE (Mark Rudolph) and the Town (Anthony Edwards) to determine Target Areas and Priority sites. Ramboll has visited all of the priority sites identified in the RFP and has already envisioned a recommended approach to characterize the sites in preparation for

development. Ramboll & Partners has the most experience working both in San Juan County and Silverton on this specific Project.

In their interview, David of Ramboll and Dan of Partners showed a keen awareness of the Silverton community and its needs based on their previous experience in and around town. Both David and Dan have spent a significant time in Silverton and are familiar with the projects in our Work Plan, understand how to leverage community resources to minimize spending, and understand the goals of the community. Ramboll is already working in San Juan County and has working relationships with Silverton Locals. This was one-way Ramboll would be able to cut costs to help maximize funding for assessment and clean-up activities.

Ayres

Ayres is a national firm with offices in Fort Collins that specializes in a wide variety of disciplines related to the projects scope of work including architecture, environmental services, grant writing, brownfield services, landscape architecture, community planning, solid waste management, survey services. They have worked on a broad variety of projects in Colorado, including multiple projects funded by EPA Brownfields grants. They have a strong engagement on community engagement and have contracted Community Builders to complete the community outreach. In their interview, Ayres highlighted their large and diverse team of scientists, project managers, economic development professionals, and community outreach experts. Their presentation focused on their ability to provide community engagement opportunities that align the Brownfield scope of work with the master plan.

Staff Recommendation

After consideration of each firm's background, areas of expertise, approach to the project, and cost optimization strategies, Ramboll came ahead in their ability to meet all of our needs while maximizing funding towards assessment and clean-up activities. Staff recommend awarding Ramboll the Qualified Environmental Professional Brownfields contract.

Suggested Motion or Direction:

Motion to award Ramboll the contract to act as Silverton's Qualified Environmental Professional in implanting the EPA Brownfields grant.



AGENDA MEMO

SUBJECT: Wetland Development Pause
STAFF CONTACT: Lucy Mulvihill
MEETING DATE: January 22, 2024

Overview

Emergency Ordinance 2023-10

Emergency Ordinance 2023-10 went into effect July 31, 2023, and is set to expire on January 31, 2024. The emergency ordinance imposed a temporary suspension on the acceptance and the processing of any form of construction permit application or request for approval, including applications for or issuance of building permits, or any land use permits in those areas defined as "Wetlands" according to the Silvertown Municipal Code and the U.S. Army Corps of Engineers (Emergency Ordinance 2023-09). This ordinance puts the onus on the landowner or applicant to provide evidence that there are or are not wetlands located on or within 25 ft of the parcel. This can be done through a delineation process or in a letter from a qualified environmental professional. If a landowner or applicant shows documentation of a wetland or is unable to provide such documentation they cannot move forward and are subject to pause.

Outcome

Emergency Ordinance 2023-10 has affected three applications that would have resulted in the review for approval for 10 residential units and one commercial unit.

One applicant has provided documentation that there is no wetland on or within 25 ft of the subject parcel and will be eligible to move through the approval process.

One applicant has provided a jurisdictional determination from the USACE, and a plan set that complied with the USACE requirements.

One applicant has submitted documentation that contradicts the Ironwood inventory. All parties are currently discussing this matter.

State and Federal Protections Update

Federal

The EPA and Department of the Army announced a final rule amending the definition of protected "waters of the United States" in light of the decision in [Sackett v. EPA](#) in May 2023, which narrowed the scope of the Clean Water Act and the agency's power to regulate waterways and wetlands. The current ruling is grey and future clarification on what "continuous surface connection to waters of the US," is anticipated by next field season.

State

In response to the last ruling, CDPHE is working with CDOT, on their projects around wetlands, to collect data on "Gap Waters," which essentially means waters that were previously considered waters of us under previous section 404 rules, but no longer are, to determine how much area is no longer protected, of that land what is worth protecting and dependent on what that data look like considering creating a program. [WATER EDUCATION ARTICLE 7.12.23](#) This is currently going on.

Wetland Inventory

At the regularly scheduled Board of Trustees meeting on September 23rd, the Board of Trustees selected Ironwood Consulting to complete a Wetland inventory and Functional Analysis of wetlands located within the Town of

Silverton. The awarded scope was reduced from the original scope of the RFP. The cost estimate was reduced from \$70,250.92 to \$29,723.86 to accomplish the following:

Title/Role	Staff	Rate	Task 1 - Existing Wetland Data Compilation						Task 2 - Wetland Boundary Identification and Data Mapping				Task Totals	
			Task 1.1 - Kick-off Meeting and Pre-Field Coordination		Task 1.2 - Existing Data Compilation, Review, and Geodatabase		Task 1.3 - Evaluation of Wetland Functional Evaluation Method for Town Selection		Task 2.1 - UAV MSI and HDVI Mapping of Wetlands		Task 2.2 - Soils, Hydrology, and Vegetation Assessments and Wetland Delineations/ Vegetation Mapping		Tasks 1.1, 1.3, 1.3, 2.1, and 2.2	
			Hrs.	Cost	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost	Hrs.	Cost
Project Principal / Ecologist	Emily Thorn	\$ 135.89	4	\$ 543.57	4	\$ 543.57	4	\$ 543.57	2	\$ 271.78	16	\$ 2,174.27	30	\$ 4,076.76
Principal Wetland Specialist	Esa Crumb	\$ 118.00	4	\$ 471.99	4	\$ 471.99	8	\$ 943.98		\$ -	24	\$ 2,831.93	40	\$ 4,719.88
Principal Botanist	Dave Kesonie	\$ 111.79	4	\$ 447.15		\$ -		\$ -	24	\$ 2,682.93	24	\$ 2,682.93	52	\$ 5,813.01
Sr. Botanist / Wetland Specialist	Wendy McBride, Leigh Rouse	\$ 117.40		\$ -	4	\$ 469.59	4	\$ 469.59		\$ -	24	\$ 2,817.57	32	\$ 3,756.76
Sr. GIS Analyst / Vegetation Mapping Specialist	Brian Powell	\$ 103.39	2	\$ 206.78	16	\$ 1,654.28		\$ -	20	\$ 2,067.85	8	\$ 827.14	46	\$ 4,756.05
GIS Analyst / Cartographer	Zachary Webb	\$ 66.76		\$ -	16	\$ 1,068.14		\$ -	8	\$ 534.07	8	\$ 534.07	32	\$ 2,136.29
Data Manager / Steward	Steve Ishii	\$ 95.70		\$ -		\$ -		\$ -	12	\$ 1,148.40	12	\$ 1,148.40	24	\$ 2,296.80
Technical Editor / Graphic Designer	Eve Armour	\$ 84.15		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
Total Labor by subtask			14	\$ 1,669.50	44	\$ 4,207.57	16	\$ 1,957.14	66	\$ 6,705.03	116	\$ 13,016.30	256	\$ 27,555.54
Task Labor Total			\$7,834.21						\$19,721.33				\$27,555.54	
ODCs	Unit	Rate	Units	Cost	Units	Cost	Units	Cost	Units	Cost	Units	Cost	Units	Cost
Per diem	Day	\$ 59.00		\$ -		\$ -		\$ -		\$ -	5	\$ 295.00	5	\$ 295.00
Lodging	Day	\$ 95.00		\$ -		\$ -		\$ -		\$ -	5	\$ 475.00	5	\$ 475.00
Mileage	Mile	\$ 0.655		\$ -		\$ -		\$ -	15	\$ 9.83	700	\$ 458.50	715	\$ 468.33
Submeter GPS and data collection device	Day	\$ 15.00		\$ -		\$ -		\$ -	2	\$ 30.00	6	\$ 90.00	8	\$ 120.00
Wildlife Cameras	Month	\$ 25.00		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
UAS (Drone)	Day	\$ 400.00		\$ -		\$ -		\$ -	2	\$ 800.00		\$ -	2	\$ 800.00
Printing	Page	\$ 0.05		\$ -		\$ -		\$ -			200	\$ 10.00	200	\$ 10.00
Subtask ODC			0	\$ -	0	\$ -	0	\$ -	19	\$ 839.83	916	\$ 1,328.50	935	\$ 2,168.33
Task ODC Total			\$0.00						\$2,168.33				\$2,168.33	
Total Labor and ODC per Task			\$7,834.21						\$21,889.66				\$29,723.86	

Below is a list of tasks included in the scope of work and an update from Ironwood Consulting.

Task 1 Existing Wetland Data Compilation

1.2 Existing Data Compilation, Review and Geodatabase (fall 2023)

This task was begun before the wetland mapping (Task 2.2). Ironwood accessed modeled wetland data from the NWI and CNHP, for use in the field. The final database of existing data will be provided as part of the data deliverable.

1.3 Functional Assessment of Wetland using Ecological Integrity Assessment (EIA) Of Colorado Wetlands (spring/summer 2024)

Task 2 Wetland Boundary Identification and data Mapping

2.1 UAV MSI and HDVI Mapping of Wetlands (fall 2023)

Drone imagery of the Town will be completed the week of November 1, 2023. This data will be used to verify the boundaries of wetlands that were mapped under Task 2.2, and to extend the boundaries of wetlands that were not mapped due to access or ownership. The Fall 2023 flights will produce high-resolution imagery that will assist with a vegetation mapping exercise. If the Town desires, Ironwood anticipates having budget sufficient to complete a second drone flight in June 2024 during the growing season, using a near infrared high resolution camera that can remotely detect wet and high-chlorophytic areas. The use of this technology in October would not have resulted in reliable data as most plants are no longer green (chlorophytic) and some emergent wetlands are dry later in the year.

2.2 Soils, Hydrology, and Vegetation Assessments and Wetland Delineations/ Vegetation Mapping (Fall 2023)

Ironwood ecologists Esa Crumb, Emily Thorn, and Leigh Rouse completed the on-the-ground wetland mapping during the week of October 8, 2023. Efforts were made to establish the three-criteria wetland sample

points on Town of Silverton property (e.g. on platted road and alleys). Wetland boundaries were mapped using a sub-meter Arrow 100 GPS unit and ESRI Field Maps and Survey123 applications.

During the mapping, we documented approximately 21 distinct wetlands, although the exact number of wetlands will be determined after we complete the analysis of drone imagery that will help to piece together the unmapped portions of wetlands that extend onto private property. The drone imagery is very high resolution, so we are confident that we can identify unmapped wetland boundaries with a high degree of accuracy using this approach, combined with the field mapped boundaries. We will also use the imagery to map “matrix” habitat within wetlands (i.e. upland areas interspersed through a wetland complex, different vegetation types within a single wetland, etc.). Follow-up visits to wetlands may be completed by Emily Thorn and Dave Kesonie to verify drone imagery and wetland boundaries.

Note that while we were able to identify most of the dominant vegetation we observed in the field, the diversity of species that would be observed during the growing season was not observable in October. There are a few areas that are noted as problematic because we were not able to identify some of the dominant species, and we will want to revisit these areas in the summer to confirm the wetland status. We took a conservative approach and noted when we were not able to determine that the dominant vegetation within an area that met the wetland soils and hydrology criteria.

Deliverables

Wetland Inventory via GIS Story Maps (January 2024)

Ironwood prepared an interactive “Story Map” using ESRI ArcGIS Online (AGOL) to present the data in a comprehensive and reader-friendly format. The initial map will be private (password protected and hosted on Ironwood’s server so Town staff and Trustees have access) but could be published/made publicly available. GIS shapefiles will also be provided as a stand-alone deliverable.

The map included the following elements:

- NWI/CNHP and other modelled wetland data (existing data from Task 1)
- Overall wetland footprint in Silverton (data from Task 2.1 and 2.2).
- Mapped wetlands by vegetation community type, hydrological source, Cowardin class, ownership (private/public) (data from Task 2.2).
- Background imagery will be from the 2023 drone flight (Task 2.1), and historical imagery if available (we may visit the Historical Society to see if we can find historic aerial imagery that may provide some context, if this is ok with the Town).
- Dominant vegetation communities, including riparian areas, within and outside of wetlands, to the extent possible given the timing of surveys (we can delineate these using the drone data and our knowledge of the area).
- Concise and reader-friendly explanations of methodologies used and wetland characteristics.

Functional Assessment

The functional assessment will be a systematic review of wetlands during the growing season to assess health and quality. We recommend using CNHP’s Ecological Integrity Assessment rapid assessment (EIA; <https://cnhp.colostate.edu/cwic/library/manuals/>) protocol, as it can be tailored to meet the Town’s objectives and provide a reliable and repeatable method for assessing wetland conditions in the future under uncertain and changing circumstances. The EIA approach is also useful for determining the function/health of wetlands that are not jurisdictional (e.g. isolated wetlands, seep and spring supported wetlands, and fens).

The approach to the field assessments next summer would entail identifying the wetlands to be assessed (i.e. the assessment areas) using data from Task 2.1 and 2.2, and systematically evaluating the wetlands using the EIA rapid assessment protocol. During the winter, Ironwood would present the components of the EIA protocol to the Town, based on what we understand to be the goals and objectives, and tailor the approach so that the data is relevant and meets the Town's needs.

The EIA rapid assessment would examine three overall characters of the wetland:

1. Landscape context: the degree to which the wetland is contiguous and has been impacted by adjacent anthropomorphic land use and alteration.
2. Condition: the quality of the vegetation community, the hydrology, and the physiochemical conditions of the wetland.
3. Size: not a measure of condition in itself, as many natural high quality wetlands can be small. However size can be a useful metric to compare between wetlands. A larger high quality wetland may have more conservation value than a smaller one, based on the amount of habitat or the level of other ecosystem services it can provide.

The EIA seeks to address the following questions:

Condition/Integrity Assessment

- How is the wetland doing?
- Consideration of composition, structure, and ecological processes.
- Focused on biological or ecological attributes.
- Condition or integrity of the wetland itself.

Functional Assessment

- What is the wetland doing?
- Ability of a wetland to perform certain functions.
- Ecological role or purpose a wetland serves in the landscape.
- Value or benefit society derives from the wetland.

If the Trustees/Town proceed with a wetland protection program that prioritizes wetlands based on their quality and type (e.g. wetlands that are unique vs. wetlands that are incidental from runoff and drainage; wetlands with high floristic quality vs. wetlands dominated by non-native and ruderal species), a functional assessment that is reliable and robust, but not overly complicated to apply, will be essential to implement the policy.

Staff Recommendation:

Staff reached out to other wetlands experts in the area for their opinion on how Silverton can move forward. After a meeting with SME Environmental Consultants who have worked for Durango, La Plata County, private property owners in San Juan County, and are participating in the CDPHE working group that is exploring how the state will create a permanent mechanism to protect Colorado's streams and wetlands. Their advice was that any local protection program would be costly, time-consuming, and likely would result in heftier restrictions than the town may be interested in. Not only that, but any local protection program put in place at this time is subject to change and it would be premature to implement a complex program at this time when the state and federal agencies are still in flux. After having a better understanding of what would be required of staff and our budget to create a local protection program, staff recommends allowing the moratorium to sunset on January 31st and placing no additional regulations or protections on wetlands, allowing the USACE to have jurisdiction over wetland regulations in Silverton.

Considerations for the Trustees:

Current Cost of Consultant Wetland Determination paid for by the applicant (not Army Corp):

Current Albuquerque District requirements for an AJD request: \$500 to \$1,500 for an evaluation/delineation and AJD request*

Potential future Albuquerque District requirements for an AJD request and/or Section 404 permit application (based on Sacramento District requirements): \$3,500 to \$10,000 for a wetland delineation and full delineation report.*

*Please review the attachment from Ironwood

Cost of Conservation- if the property does not fall into the Federal Regulations for wetlands and the Town would still like to preserve the land, how much are the Trustees willing to allocate funding towards the preservation of certain wetlands?

Wetlands Map Maintenance- taking into consideration that wetlands regulations have changed dramatically in the last 10 years, the implementation of a local wetlands map will need to be updated at least every 5 years.

Protect Certain High-Quality Wetlands- Are some areas on the Wetlands Map more valuable to the community than others? Projects that take place within the story map, once complete with the “grading” of the wetlands could require a physical sign that seeks public comment on their project.

Staff Time and Financial Resources- Since the issue was presented in fall of 2022, staff has diverted and spent a significant amount of time on this issue. Applications have been paused and the community still does not have a clear direction on how to proceed. Without clear direction from the Trustees, the Town Administrator will put this item in the proverbial “parking lot” until staff can prioritize it in the code rewrite.

Board Change in April- With the upcoming election in April, what does this board want to accomplish?

Next Steps

Action on Current Moratorium

1. *Allow the moratorium to end on January 31st.*

Action required:

No action is needed.

Staff Capacity:

Staff is in contact with all applicants who have been affected by the pause. All applicants are ready to move forward and staff has the capacity to process applications in a timely matter.

Implications:

Those who develop in Silverton must follow federal regulations and get a delineation and USACE determination when necessary. Future development on jurisdictional wetlands will be subject to USACE requirements.

2. *Extend the full moratorium.*

Action required:

Trustees should decide the following.

- How long to extend the moratorium?
- What specific information do they need to acquire during the moratorium?
- Address staff capacity to accommodate the work that needs to be done during this time.
- Request a special meeting to pass an emergency ordinance to extend the momentum.

Staff will draft an emergency ordinance to be passed prior to January 31 in a special Board of Trustees meeting.

Staff will contact prospective applicants to let them know the moratorium will be extended, and inform them of the trustee's requests related to the moratorium.

Staff Capacity:

With a variety of projects that have been previously prioritized, Staff has limited capacity to devote more time to wetland policy research. If trustees request more time be spent on wetland research, they should review the staff's current project and capacity and re-prioritize projects and timelines to accommodate what is being requested or dedicate funding for a consultant.

3. Extend the full moratorium and amended moratorium in the future based on the wetland inventory map.

Action required:

Trustees should decide the following.

- How long to extend the moratorium?
- What specific information do they need to acquire during the moratorium?
- Address staff capacity to accommodate the work that needs to be done during this time.
- Request a special meeting to pass an emergency ordinance to extend the momentum.

Staff will draft an emergency ordinance to be passed prior to January 31 in a special Board of Trustees meeting.

Staff will contact prospective applicants to let them know the moratorium will be extended, and inform them of the trustee's requests related to the moratorium.

Once the preliminary map is complete staff will draft an ordinance to adopt the preliminary map. The following steps must be taken before the map can be adopted. Estimated 3 months from the time the map is completed to the time the map can be officially used. It should be noted this process would need to be repeated once the final map including data on the functional analysis, is completed.

- Map complete.
- Staff will draft an ordinance and staff reports to adopt the preliminary map.
- Public notice posted for a public hearing at the Planning Commission for the review of map and recommendations to the Board of Trustees.
- Planning Commission review and recommendation.
- Public notice posted for a public hearing for the first reading of the ordinance to adopt the preliminary map.
- First reading.
- Second reading.
- 30-day waiting period.
- Ordinance enacted; the map is official.
- The Board may amend the moratorium based on the adopted preliminary map.

Staff Capacity:

This will require a significant amount of time from the Community Development Director, CPS, Town Administrator, and Town Attorney. With a variety of projects that have been previously prioritized, Staff has limited capacity to devote more time to wetland policy research. If trustees request more time be spent on wetland research, they should review the staff's current project and capacity and re-prioritize projects and timelines to accommodate what is being requested.

Direction on Wetland Policy:

After reviewing the conceptual map, showing the general location, size, and quantity of wetlands, Trustees should decide if they would like to direct staff to present options on wetland regulations. Trustees need to clarify if they would like to see option regulation development on or near jurisdictional wetlands, non-jurisdictional wetlands, or both. If directed to do so, staff will present policy options at a later meeting. Staff requests as much information regarding what the board would like to see out of these policy options. Please review [*Planner's Guide to*](#)

[Wetland Buffers for Local Governments](#) for more information.

Action Required:

Trustee Direction on whether they would like to see policy options, and what they would like to be regulated based on the conceptual mapping from Ironwood.

Staff will draft policy options and present them to the board of Trustees in a future meeting.

Based on future direction, staff will draft an ordinance to meet Trustee requests. The following steps represent the minimum steps that must be taken before the policy can be adopted, however, staff anticipated more community engagement will be required prior to bringing an ordinance to the Planning Commission or Board of Trustees, as well as community education sessions as the policy is being reviewed by the Board.

- Staff will draft an ordinance and staff reports to adopt the policy.
- Public notice posted for a public hearing at the Planning Commission for the review of the policy and recommendations to the Board of Trustees.
- Planning Commission review and recommendation.
- Public notice posted for a public hearing for the first reading of the ordinance to adopt the policy.
- First reading.
- Second reading.
- 30-day waiting period.
- Ordinance enacted; the policy is official.
- The Board may amend the moratorium based on the adopted preliminary map.

Staff capacity

This will require a tremendous amount of time from the Community Development Director, CPS, Town Administrator, and Town Attorney. With a variety of projects that have been previously prioritized, Staff has limited capacity to devote more time to wetland policy research. If trustees request more time be spent on wetland research, they should review the staff's current project and capacity and re-prioritize projects and timelines to accommodate what is being requested.

Suggested Motion or Direction:

Moratorium:

Allow the moratorium to end on January 31st.

Or

Extend the moratorium. Direct staff on when the board can meet again before the moratorium expires. Direct staff to draft an emergency ordinance to extend the moratorium with the specific parameters of duration, scope, and what will be accomplished in this time period.

Wetlands Policy:

Do not pursue an ordinance regulating wetlands at this time.

Or

Direct Staff to present policy options regulating all wetlands at a future meeting.

Or

Direct Staff to present policy options regulating jurisdictional or non-jurisdictional wetlands.

Lucy Mulvihill

From: Emily Thorn <emily@ironwoodbio.com>
Sent: Thursday, January 18, 2024 1:15 PM
To: Lucy Mulvihill; Gloria Kaasch-Buerger
Cc: Esa Crumb
Subject: Costing wetlands delineations and assumptions/consideration

Hi Lucy, sorry for the delay getting back to you, and also that it is so long – we seem to always have a lot to say!

We wanted to touch base with Kara Hellige from USACE so that we understood what she would expect from a delineation and AJD request under changing regulations. She indicated that her preferred process would be for a landowner to hire a qualified wetland practitioner to evaluate a parcel and provide their best professional judgement about the potential CWA jurisdictional status. If there is not likely to be aquatic resources on a property for which an impact would require a 404 permit, an AJD would not need to be requested and no documentation would be submitted to the Corps. The reason for this is a lack of Corps' staff capacity. Under pre-Sackett, the standard procedure would be to request an approved JD for a suspected non-CWA regulated wetland/water.

We still want to emphasize that *only the Corps can make a legally defensible jurisdictional determination*. A qualified wetland scientist can apply their best professional evaluation to the situation; but it should be understood as an evaluation, not a determination. There is some liability here that makes us nervous (and we think opens up the potential yet more uncertainty down the road with CWA application as litigation makes its way through the courts...), but we also are sympathetic to the Corps' situation.

The Albuquerque District is currently reassessing the reporting requirements for wetland delineations and approved jurisdictional determination requests. They are likely to adopt similar standards as the Sacramento District, which are more involved than the current Albuquerque District standards. There would likely be a JD "lite" version for single-family home builders vs. developers based on the degree of potential impacts and mitigation but this is all TBD at this point.

We think there are a few alternative paths forward for the Town re: delineation and reporting requirements:

- A Story Map or another online mapping tool could be leveraged to help landowners and the Town understand the potential jurisdiction status of a wetland. This would require periodic review and map updates so that it is as accurate as possible and potential jurisdictional status is based on the current conditions to the extent feasible. This could inform the level of on-ground and reporting required.
- If a parcel has potential jurisdictional wetlands on it, a full wetland delineation, report, and AJD would be prepared by a consultant and submitted to the Corps.
- If a parcel has wetlands that are not likely to be jurisdictional, there would be no requirement from the Corps for a report or AJD request. The Town could require a "ground truthing" of the parcel and a memo, data forms, and map similar to what is currently required by the Corps for an AJD to confirm status and conditions, and other requirements that a wetland protection program, if adopted, would entail. We will reiterate that our assessment of potential jurisdiction of mapped resources is based on our best professional judgment and based on field conditions at the time of our evaluations. We would still recommend a follow-up evaluation and after five years, a full re-delineation of wetlands.

Here is our estimate for a wetland delineation that would conform to the Albuquerque Districts current and potentially future requirements for an AJD and 404 permit request:

- Current Albuquerque District requirements for an AJD request: \$500 to \$1,500 for an evaluation/delineation and AJD request
 - Does not include a mitigation plan for impacts to potentially jurisdictional wetlands

- Ground mapping would be completed following the Corps WMVC guidance and all mapping would be completed using a survey-grade GPS unit.
 - Assumes that the Corps accepts data sheets, an AJD request form, and maps for the deliverable and a full wetland delineation report would not be required.
 - In theory, a landowner could use the mapping data we collected as part of the Silverton Inventory to prepare a map and could fill out the AJD request form on their own. We would not necessarily advise this approach but there is no requirement that an AJD request be made a consultant, this is just a recommendation.
 - As an additional note, if aquatic resources are likely under Section 404 jurisdiction and would be impacted by project activities, a 404-permit application would need to be prepared and submitted. There is no current requirement that an AJD form be submitted with a 404-permit application. The Corps would assume jurisdiction if resources are likely under their jurisdiction. This “assumed” jurisdiction is not a legal determination and no formal AJD would be issued. The cost of preparing a 404-permit application varies depending on the scope of the project activities and whether or not they would fit under a Nationwide Permit or would require an individual permit. The cost would also increase if mitigation is needed.
 - We would still recommend reaching out to the Corps to determine if an AJD would be needed if the project impacts on aquatic resources would exceed 0.5-acre. For projects impacts of this scale, we would also recommend notifying CDPHE.
- Potential future Albuquerque District requirements for an AJD request and/or Section 404 permit application (based on Sacramento District requirements): \$3,500 to \$10,000 for a wetland delineation and full delineation report.
 - Ground mapping would be completed following the Corps WMVC guidance and all mapping would be completed using a survey-grade GPS unit
 - A full delineation report that summarizes the findings as well as the environmental context, potential presence and effects to sensitive species and other federally regulated resources
 - As with the above, an AJD request might not be necessary if resources are suspected to be under CWA jurisdiction.
 - The delineation report would be submitted as part of the Section 404 permit application. Costs associated with the 404-permit application would be separate from the cost estimate above (for just the delineation) and would depend on the project activities and NWP vs. Individual Permit plus mitigation needs.

CDPHE is hosting a public meeting next Tuesday (1/23) to discuss legislative options to protect Colorado wetlands and streams. Esa will be attending and will provide an update on what she learns about potential next actions at the state level to protect resources that lost federal protections.

Thanks for reading! We know this is a super long answer to what was meant as a simple question, but we wanted to make sure we had our assumptions in place so that we could be as accurate as possible.

Let us know if you have any questions!



Emily E. Thorn (she/her)
Principal / Ecologist, Ironwood Consulting Inc.
505.228.2698 | emily@ironwoodbio.com
www.ironwoodbio.com

From: Lucy Mulvihill <lmulvihill@silverton.co.us>

Date: Wednesday, January 17, 2024 at 09:01



January 18, 2024

George Henderson (Owner/Manager)
GFS Land LLC
gwhenderson@gmail.com
(919) 368-1528

Dear Silverton Board of Trustees,

I am writing to introduce myself and provide background on a single-family residential project we are proposing which has been affected by the current Wetlands Moratorium set to expire at the end of January.

My name is George Henderson and am a current business owner in town. Our company (GFS Hospitality LLC) purchased the Triangle Motel, Prospector Motel and the Kendall Mountain Lodge in November 2021. Additionally, we are building a house on Reese Street which should be complete in the next few weeks. My interest in Silverton began years ago while spending time in the most unique part of Colorado. My passion for spending time in Silverton has only increased as I've become more involved in business community.

Prior to explaining our proposed project, I'd like to thank you for all the hard work you all have put in over the last couple of years. The accomplishments you've made have been impressive and I believe have positioned the Town for responsible growth going forward and are consistent with the wishes of the residents in town. To name a few, I believe the Compass Master Plan, the affordable housing initiative and the grant applications were much needed and will significantly benefit the Town. Thank you again and I hope that we can play at least a small part in achieving the Town's objectives.

To provide some background on our proposed project mentioned above, GFS Land LLC (our sister company) purchased ~2 acres on Cemetery Hill in January 2022 (just above the RV Park and County Road 2). We've spent the last two years working with Dudley Ashwood (land planner/engineer), Trautner Geotech, Cottonwood Consulting (Wetlands Consultant) and the Silverton Planning Department (Lucy Mulvihill and John Sites) with the goal of submitting a Preliminary Development Plan consistent with the Town's vision.

Our Preliminary Development Plan outlines a proposed PUD (Planned Unit Development) consisting of 16 single family residential lots ranging in size from 3,500 SF to 8,000 SF. Our business plan envisions selling lots to third parties as well as building and selling homes ranging in size from 2,500 SF to 3,500 SF. We are proposing to construct and pay for all the necessary infrastructure at no cost to the town (roads, electric, water/sewer, etc.).

We submitted our presentation to the Silverton Planning Department in July 2023 and were notified that we were unable to move forward due to the upcoming six-month Wetlands Moratorium. Reason being -



our project entry road impacts less than 1/10 of an acre of manmade wetlands as the proposed entry road crosses the drainage ditch to the north of County Road 2.

Prior to submitting a Preliminary Development Plan, we engaged Cottonwood Consulting (Wetlands Consultant) as we knew the Town wetlands had become a "hot button" issue. Cottonwood produced a report in June 2023 which concluded our development plan impacted no wetlands other than the entrance road crossing the manmade drainage ditch to the north of County Road 2. For additional context, Cottonwood Consulting helped the Town work through a wetlands issue at the Silverton RV Park in 2020 and is very familiar with the wetland characteristics in Town.

We also had numerous phone calls with Tucker Feyder of the Army Corp of Engineers who provided us with insight into the necessary permits we needed to apply for prior to development. He recommended a Nationwide Permit 29 (Linear Transportation Projects) and advised us that no mitigation was needed.

Our hope was to work with the Town in the second half of 2023 to get the necessary approvals to begin construction in summer of 2024. Due to the moratorium, the earliest we would be able to begin construction is the summer of 2025, and I fear if it's extended further, we wouldn't be able to begin construction until the summer of 2026.

In closing, we believe our project would be beneficial to the town as it would add much needed density and further progress the Town's desire to create a year-round economy which are key goals outlined in the Compass Master Plan. In addition, our development would help generate fees and taxes which would be beneficial to the Town's budgetary goals.

Thank you very much for your consideration and hope to begin working through the entitlement process with you in the near future.

Kind Regards,

A handwritten signature in blue ink, appearing to read "G. Henderson", written over a horizontal line.

George Henderson
GFS Land LLC (Owner)



AGENDA MEMO

SUBJECT: Kendall Mountain Deck RFP
STAFF CONTACT: Sarah Friden
MEETING DATE: January 22nd

Overview:

The town has received a proposal from 9,318 Contracting for the installation of the Kendall Deck (refer to the attached document). Only one bid was received. Total cost of the proposal is **\$289,124.00**, exceeding the budget by **\$114,124**. This increase is primarily attributed to the high cost of a) heating the deck and b) unforeseen structural work necessary to successfully execute the project. This proposal does not include demolition of the stairway which leads to the rental shop.

Budget Impact: **\$114,124**

(\$289,124 total amount of bid - \$175,000 budget allowance)

Staff Recommendation:

Staff requests an additional 30 days to solicit additional competitive bids. Structural improvements are not optional if the deck project is to be completed as planned. Staff recommends the option to remove heating elements, opting for manual snow removal. Additionally, it is advised to retain the stairway leading to the rental shop, considering its status as a high-traffic area.

Suggested Motion or Direction:

Recommendation on the appropriate course of action:

- Evaluate whether to proceed beyond the initial budget
- Extend the timeline for soliciting additional bids
- Explore alternative options to the original deck plan to reduce budgetary expenses.

QUOTE

DATE	1.14.24
QUOTE #	1
CUSTOMER ID	Silverton
VALID UNTIL	NA

Sarah Friden
Town of Silverton
Kendall Mountain Structural Piers

If you have any questions about this price quote, please contact
Brian Anderson 970.799.4375
Thank You For Your Business!

9318 Contracting

43601 Highway 550
Durango, CO 81301

Brian Anderson, President
[970.799.4375](tel:970.799.4375)
brian@9318contracting.com

QUOTE

DATE	1.14.24
QUOTE #	1
CUSTOMER ID	Silverton
VALID UNTIL	NA

CUSTOMER

Sarah Friden
Town of Silverton
Kendall Mountain exterior upgardes

DESCRIPTION	Quantity	AMOUNT
Materials and labor to heat all slabs	1	50,600.00
Labor and equipment for all excvation, backfilling, and compaction	1	51,480.00
Labor and materaisl for install of 5 light fixtures	1	6,050.00
Labor and materials for all concrete slabs, stem walls and handrails	1	102,437.00
Labor and materials to install new wooden deck with composite decking on east side of building	1	25,000.00
		-
		-
		-
Contingency 10%	1	23,557.00
Exclusions		-
Light fixtures		
Landscaping and repairs to lawns		
Backfill materaisl for slabs		
Demo deck at bathrooms and stairs and deck to second story		
Town to supply 30 yard construction dumpsters for project		
No facing of stone on stem walls		
	Subtotal	259,124.00

TOTAL **\$ 259,124.00**

If you have any questions about this price quote, please contact
Brian Anderson 970.799.4375

Thank You For Your Business!



AGENDA MEMO

SUBJECT: Marijuana Sales Tax Increase Ballot Language
STAFF CONTACT: Gloria Kaasch-Buerger
MEETING DATE: January 22, 2024

Overview:

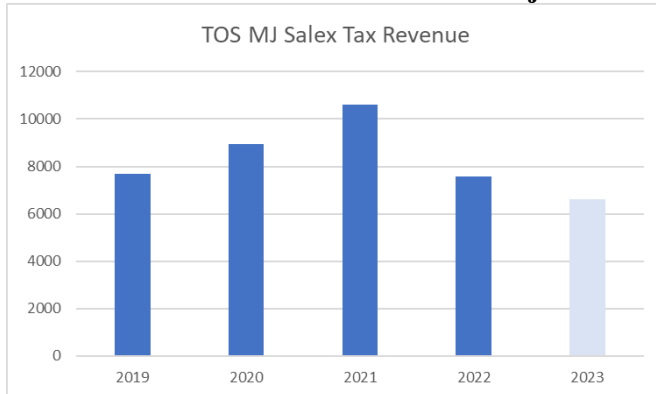
Retail Marijuana Sales Tax for the state is 15%. Pursuant to [C.R.S 29-2-115](#) Local jurisdictions can impose their own tax on top of the state tax on Retail Marijuana through a ballot measure per TABOR. Staff presented this option to the BOT at the January 8th Regular Meeting and were given direction to draft the ballot language for an increase of Sales Tax from 1% to 5%. Staff was also asked to reach out to the local dispensaries and get feedback on this will affect their business. The Town Administrator visited Mountain Annies and Silverton Greenworks, the two currently operating dispensaries and called the Kind Castle which plans on opening this summer for feedback.

Proposed Draft Ballot Language:

SHALL TOWN OF SILVERTON TAXES BE INCREASED BY \$61,624.00 IN THE FIRST FULL FISCAL YEAR, BEGINNING JANUARY 1, 2025, AND BY SUCH AMOUNTS AS ARE RAISED ANNUALLY THEREAFTER BY INCREASING THE RETAIL MARIJUANA SALES TAX TO 5.0% ON THE PURCHASE PRICE PAID OR CHARGED FOR THE SALE OF RETAIL MARIJUANA AND RETAIL MARIJUANA PRODUCTS, AND WITH THE RESULTING TAX REVENUE, INCLUDING ANY INTEREST AND INVESTMENT INCOME THEREFROM, BEING ALLOWED TO BE COLLECTED AND SPENT BY THE TOWN FOR ANY LAWFUL MUNICIPAL PURPOSE, INCLUDING WITHOUT LIMITATION CAPITAL IMPROVEMENTS, ECONOMIC DEVELOPMENT AND PUBLIC SAFETY, WITHOUT REGARD TO ANY EXPENDITURE, REVENUE RAISING OR OTHER LIMITATION CONTAINED IN ARTICLE X SECTION 20 OF THE COLORADO CONSTITUTION OR ANY OTHER LAW?

Budget Impact:

Revenue Line item 10-31-320000 Marijuana Sales Tax



* 2023 Revenue is only until November.

* 2022 NM began selling retail MJ.

Increasing our Marijuana Sales Tax Options based on 2024 Budget:

2024 Budgeted Revenue at 1%:		\$15,406	
Projected 2025	5% MJ Sales Tax:	\$77,030	Increase of \$61,624

Retail Marijuana Sales Tax for the state is 15%. This is on top of the current 10.4% Sales Tax and additional 1% MJ specific tax. Total sales tax for a recreational MJ purchase is 26.4%.

Staff Recommendation:

Staff have been exploring this option since 2020. The finance committee discussed it in early 2022, but the timing was not right to get it on the ballot.

Master Plan Priority:

Building Community Trust and Improving Governance: Strategy E, Action #4—Ensure that the Town’s budget adequately covers the costs of public services that are provided by the Town. Proactively plan to ensure that adequate funding can be maintained over the long-term and can keep pace with future cost increases.

Trustee Priority:

Access Funding/Generate Revenue for Master Plan Priority execution based on community priorities.

Suggested Motion or Direction:

Motion to adopt the proposed MJ Tax Ballot language to be put on the April 2nd Election.