



# Town of Silverton

HOUSING AUTHORITY & REGULAR MEETING – Silverton Board of Trustees

Silverton Town Hall – February 26, 2024

Call to Order & Roll Call –Housing Authority @ 6pm Regular Meeting @7pm

**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/UCmJgal9IUXK5TZahHugprpQ](http://www.youtube.com/channel/UCmJgal9IUXK5TZahHugprpQ)

**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](mailto: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.*

## **Housing Authority @ 6:00pm**

1. Director's Report
2. Boxcar Apartment RFQ Permission to Draft and Release
3. Townhome Project RFP Permission to Draft and Release
4. Conference Attendance

## **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) PUBLIC HEARING: 24-04 SUP 1337 Blair Consideration of a Use Subject to Review for retail not conducted in a closed building located at 1337 Blair Street
  - b) Notice of Petition to Annex and Resolution 2024-05 Substantial Compliance Resolution for the Annexation of Anvil Mountain Subdivision 2
  - c) Resolution 2024-06 The Town of Silverton's 3 Mile Plan
  - d) Resolution 2024-07 Adoption of the Town of Silverton's Fee Schedule
- 5) Approval of Consent Agenda Items
  - a) Payroll
  - b) Meeting Minutes 2.12.24
  - c) Accounts Payable
  - d) February Sales Tax
  - e) Preliminary 2023 Financial Report



# Town of Silverton

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- f) SJDA Main Street MOU with TOS
- g) Letter of Support for CML Scholarship Application
- 6) Staff Reports
- 7) Committee/Board Reports
  - a) Historic Review Committee 2.13.24
  - b) Finance Committee 2.20.24
  - c) San Juan Regional Planning Commission 2.20.24
  - d) San Juan Development Board Meeting 2.23.24
  - e) Sneffels Energy Board 2.26.24
  - f) Personnel and Ordinance Committee 2.26.24
- 8) Trustee Reports
- 9) Continued Business
  - a) PUBLIC HEARING: Second Reading for Adoption of Ordinance 2024-01 An Ordinance Amending Chapter 16, Article 4, Division 6, of the Silverton Municipal Code by amending the requirements of the Architectural Review Overlay District
  - b) Continued from 1.22.24 Wetlands Discussion
- 10) Public Comment

## **Adjourn**

## **Up-coming Meeting Dates:**

- 3.4 @ 6pm Candidates Night at Town Hall
- 3.11 @ 7pm Regular Meeting
- 3.25 @ 7pm Regular Meeting
- 3.26 or 3.27 Special Meeting for Annexation

## **End of Agenda**

**February 26, 2024**

**SILVERTON HOUSING AUTHORITY  
MEETING PACKET**

**Silverton Housing Authority**  
**Director's Report**  
**02/26/2024**

1. Old Business
  - a. See Grant Updates
  - b. Building Better Places Training: Team of eight has been confirmed to attend the training. Team members include Anne Chase, Lucy Mulvihill, Dayna Kranker, DeAnne Gallegos, Melissa Childs, Emily Thorn, Sara Mordecai, Jim Harper. Date: March 6-8<sup>th</sup>. Please complete this survey for the Building Better Places Training. Board member input is valuable: [https://docs.google.com/forms/d/1TWUk9mnNwedHVIX5ZrlQFuuP-BnON2oOm9VphthYfUg/viewform?edit\\_requested=true](https://docs.google.com/forms/d/1TWUk9mnNwedHVIX5ZrlQFuuP-BnON2oOm9VphthYfUg/viewform?edit_requested=true)
2. New Business
  - a. Colorado Mountain Housing Coalition Conference. April 14-16<sup>th</sup>, Mt. Princeton Hot Springs Resort.
  - b. Townhome Project reactivation.
3. Activities
  - a. Meeting with the Department of Housing concerning income-verification for deed-restricted housing 1/12.
  - b. Staff discussion about the Anvil Townhomes 1/23.
  - c. Meeting with Colorado Building Systems 1/18, 2/6
  - d. Region 9 Housing Team Leads meeting, 2/2, 2/9
  - e. Building Better Places Training Kick-Off call on 2/8 with Community Builders.
  - f. Meeting with Trautner Geotech for quote 2/13.
  - g. Anvil Housing Lottery review for the SJC Board of County Commissioners 2/14.
  - h. Submitted Town of Silverton's application for the Local Planning Capacity Grant 2/14.
  - i. Meeting with DOLA Regional Housing Development Specialist to discuss funding sources 2/20.
  - j. Meeting with Fading West Development 2/21.
4. Projects
  - a. Grant Updates
    - i. Applied for CHFA Technical Assistance Application for Zanoni Conceptual Planning – Interview w/Selection Committee 2/27.
    - ii. APPROVED: EAIF More Housing Now & Land Use for Anvil Apartments pre-development. Full request amount awarded: \$79,281. Matching funds from SJC: \$8,809.
  - b. Grants Submitted
    - i. Submitted Local Planning Capacity Grant 2/14.
    - ii. CHFA TA 2/16.
  - c. New Grant Applications
    - i. No applications are in progress.





## AGENDA MEMO

SUBJECT: Boxcar Apartment Pre-Development RFQ

MEETING DATE: 02/26/2024

STAFF CONTACT: ANNE CHASE

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### Overview:

Funding has been awarded through the EAIF More Housing Now Grant to the Town of Silverton for the pre-development and site preparation for the Anvil lots designated for apartment complexes. Staff would like to issue an RFQ for the pre-development phase of the Boxcar Apartments.

Pre-development activities include:

- Site plan development
- Grading and drainage design
- Roadway design
- Water system design
- Sewer system design
- Electric design with SMPA and TriState
- Geotechnical Analysis
- Structural engineering
- Updated Survey

Proposed Timeline: RFQ Pre-development Spring 2024, Pre-development of site Summer 2024, RFQ Developers Fall/Winter 2024/25, infrastructure installation Summer 2025, vertical construction Summer 2026.

The Town of Silverton will go under contract for the EAIF More Housing Now Grant in March 2024.



*Figure 1: Conceptual plan for the Boxcar Apartment Project with 14 affordable rental units from CHFA's SHIP Predevelopment Assistance 2022.*

### Master Plan Priority

Housing

### Trustee Priority:

Objective 3.3.a. Support the buildout of the 10 townhomes and 14 apartments buildout.

**Suggested Motion or Direction:**

Direction for staff to draft and release the RFQ for the pre-development design of the Boxcar Apartment site plan on behalf of the Town of Silverton.



**COLORADO**  
**Department of Local Affairs**  
Division of Local Government

February 21, 2024

The Honorable Shane Fuhrman, Mayor  
Town of Silverton  
P.O. Box 250  
Silverton, CO 81433

RE: EIAF 9807 MHN Silverton Boxcar Apartments Engineering Plans

Dear Mayor Fuhrman:

Congratulations! After thorough review, I am excited to offer a grant award in the amount of \$79,281 to assist with the above mentioned project.

Your project was reviewed based on a variety of factors such as its connection to energy impact, degree of need, measurable outcomes, amount of request, relationship to community goals, level of local match and community support, management capacity, resiliency and readiness to go. Competition for these limited funds is intense and we are seeing great demand.


DOLA is excited to support your planning effort examining affordable housing solutions in the Town of Silverton. The More Housing Now Initiative is designed to fund those local governments who promote affordable housing development through close partnership, incentives, land use regulations, and/or other support for affordable housing projects in their communities. As always, DOLA staff is available to provide assistance and aid the Town in strategy evaluation work.

These grant funds will be from state severance tax proceeds, which may cause you to go to election to receive and spend them. You should confer with your legal and budget advisors to determine if such an election is necessary.

Please contact your DOLA Regional Manager, Patrick Rondinelli, at 970-749-0138 for information on how to proceed. Expenditure of State funds prior to the contract being fully executed cannot be included in the contract budget or reimbursed by the State. Per our program guidelines, this offer is valid for one year from the date of this letter.

I wish you success with your project. Thank you for helping Colorado build an economy where all Coloradans can thrive.

Sincerely,



Maria De Cambra  
Executive Director

cc: Cleave Simpson, State Senator  
Barbara McLachlan, State Representative  
Gloria Kaasch-Buerger, Town of Silverton  
Anne Chase, Town of Silverton  
Patrick Rondinelli, DOLA

Governor Jared S. Polis | Maria De Cambra, Executive Director | Chantal Unfug, Division Director  
1313 Sherman St., Room 315, Denver, CO 80203 P 303.864.7710  
F 303.864.7719 [www.dola.colorado.gov](http://www.dola.colorado.gov)

*Strengthening Colorado Communities*



SUBJECT: Townhomes in Anvil RFP  
STAFF CONTACT: Gloria Kaasch-Buerger,  
MEETING DATE: February 26, 2024

### Overview:

In the spring of 2023, the Town applied for the Transformational Housing Grant to fund the buildout of 10 townhomes in Anvil Mountain Subdivision. The funds were not awarded. Colorado Building Systems (a modular homes company based out of Grand Junction) was chosen through an RFP, but since the project was not funded, in part because we needed a housing authority to take on the extra debt, the project went on hold. This is our “shovel-ready” affordable housing project.

Staff and the Housing Authority Director spent time evaluating the original project and would like to issue another RFP for builders to facilitate the Townhome project. The setback requirements, according to the rendering below, are not in compliance with what is currently allowed at Anvil to account for snow storage, plowing and parking. The layout below compared to the lot sized might reduce the original number of townhomes, but we would like to see what builders could do in the lots identified through the RFP.



Figure 1.1 extracted from the S.H.I.P Pre-Development Assistance Report February 2022.

### Budget Impact:

The entire project is estimated at about \$4 million dollars (this includes the value of the donated land and taps already installed as well as the foundations, appliances and landscaping). This was the 2023 estimate. The RFP could give us a better understanding of the cost of the project and funding mechanism currently available since grants have changed since last year.

### Master Plan Priority:

Housing

### Trustee Priority:

3.3 Support 10 Townhomes and 14 apartment buildout

### Suggested Motion or Direction:

Direction for staff to draft and release the RFP for the buildout of townhomes in Anvil on behalf of the Silverton Housing Authority.



## AGENDA MEMO

SUBJECT: Colorado Mountain Housing Coalition Conference

MEETING DATE: 02/26/2024

STAFF CONTACT: ANNE CHASE

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### Overview:

The Colorado Housing Coalition is an organization of housing professionals around the state to create an “information and networking hub used to foster creative housing solutions.” The Colorado Mountain Housing Coalition Annual Conference is April 14-16<sup>th</sup> at Mt. Princeton Resort. Panels and Keynote Speakers for this year’s conference include Affordable Home Ownership Products, Deed Restriction Basics, Passive House Prefab, Inclusion of Latin Voices in Housing Policy, and Homelessness Prevention.

Staff and the Housing Authority Director believe this is a valuable opportunity for the Director to attend for networking and educational purposes.

Affiliate Membership in the Colorado Mountain Housing Coalition is priced at \$150 and includes access to CMHC articles, outreach, exclusive content, and one free attendee to the annual conference. One-time attendance at the conference is \$100.

### Budget Impact:

Conference Cost: \$100

Lodging 2 nights (\$172/night): \$344

Meals: \$240

Travel: Town Vehicle

Total: \$684

The Town Administrator is applying for a scholarship for the CML conference and would like to use the remainder of her training budget to cover this expense out of line item 10-41310-580 since there was no training budget for the housing coordinator in the 2024 budget.

### Trustee Priority:

Objective 1.1 Retain Current Staff a. Support programs that encourage staff retention, such as salary evaluations, benefits, and training.

Objective 3.1 Create a platform to support affordable housing.

### Motion:

To approve or deny funding for the Housing Authority Director’s attendance of the Colorado Mountain Housing Coalition Conference.

# CONFERENCE SCHEDULE

## Sunday

April 14th, 2024

2-3 Arrive and check in  
3-5 CMHC Board Meeting  
(All members and affiliate members please join us!)  
5-7 Cocktails and socializing

## Monday

April 15th, 2024

8:30-9:30 Breakfast and check in  
9:30-9:45 Welcome speech  
9:45-10:20 *Housing Colorado Hello* (Brian Rossbert)  
10:20-10:30 Sponsor announcement  
10:30-12:00pm *Affordable Home Ownership Products* (Panel)  
12:00-12:30 Break and lunch  
12:30-2:00 *Deed Restriction Basics* (Tamara Pleshek & Brian Valdez)  
2:00-2:15 Break  
2:15-3:20 *Passive House Prefab* (Scott Moulton & B-Public)  
3:20-3:30 Sponsor announcement  
3:30-5:00 *Keynote Speaker* (Chris Shembra)  
5:00-7:00 Cocktails and socializing

## Tuesday

April 16th, 2024

7:30-8:15 Breakfast  
8:15-9:00 *Inclusion of Latin Voices in Housing Policy* (Alex Sanchez)  
9:00-10:30 Funder Panel  
10:30-10:45 Break  
10:45-12:00 pm *Get Paid for Partnership* (Michael Leahey)  
12:00-12:30 Break and lunch  
12:30-2:00 *Homelessness Prevention* (Panel)  
2:00-2:15 Wrap up and go home!

**February 26, 2024**  
**REGULAR MEETING PACKET**

## STAFF REPORT

**To:** Silverton Board of Trustees  
**From:** Chris Masar, *Contracted Town Planner, CPS*  
**Through:** Gloria Kaasch-Buerger, *Town Administrator*  
Lucy Mulvihill, *Community Development Coordinator*  
**Date:** February 26<sup>th</sup>, 2024  
**RE:** Consideration of a Use Subject to Review for retail not conducted in an enclosed building located at 1337 Blair Street (24-04 SUP 1337 Blair).

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**Project Site:** 1337 Blair Street, north of 13th street, between Blair Street and Greene Street. Lot 19a, Block 13, Silverton, San Juan County, Colorado. parcel #: 48291730130019.

**APPLICANTS:** Melissa Childs and Anne Izard

**OWNERS:** Erik Everett, and Melissa Childs

**ZONING DISTRICT:** Business Pedestrian (B-P) District, Section 16-3-50, Silverton Town Code

**OVERLAY DISTRICTS:**  
Historic Overlay District, Architectural Review Overlay District (AROD)



**PURPOSE OF REVIEW:**  
Section 16-3-50 of the Silverton Municipal Code (SMC) states that any use or activity not conducted within an enclosed building requires a use subject to review.

**APPLICATION:**  
The applicant submitted the required paper documents and associated application fee on February 5, 2024.

**Public Notice:**  
Posted on Town website on Thursday February 8, 2024.  
Posted within the Silverton Standard and Miner newspaper on Thursday February 8, 2024.

**Public Comment:**  
As of February 8, 2023, no public comments have been formally received in regard to this application.



**Adjacent Properties:**

The properties to the north, south, east and west are zoned Business Pedestrian (B-P) District.

**Parcel Size and Access:**

The project site consists of one 2,500 sq. ft. lot adjacent to Blair Street. Vehicular access will remain off Blair Street.

**Analysis of Request:***Proposed Improvements:*

The submitted application materials state Strictly Roots Ltd proposes to operate a retail operation within a 12' x 14', or 12' x 17, canvas wall tent at 1337 Blair St. The retailer will sell home décor, essential oils, candles, and gifts. The materials used include the canvas wall tent, aluminum frame, a 6' x 3' rustic barn-wood sign reading "STRICTLY ROOTS. apothecary. oddities. sundries.", and wood and metal display shelves/ racks. The proposed hours of operation will be 9-5 daily. This is a seasonal operation (May through October) and no artificial lighting will be necessary since the hours of operation are during the daylight hours. A solar panel and inverter will be utilized for powering the computer/register and any interior display lighting. Small solar landscaping lights will be used on the exterior of the tent.

*Land Use & Dimensional Standards:*

Uses or activities not conducted within an enclosed building is a use subject to review within the B-P zoning district. The B-P zoning district does permit by right retail shops if contained in a building.

**Code Standard Evaluation - Section 16-1-50 Uses subject to review.**

*a) Applications for uses subject to review or uses in the B-A Business Auto District shall be filed, in writing, with the Town Clerk, along with the required fee as set forth on the Town's Fee Schedule. Such applications shall contain the following information, as applicable:*

*(1) Location and identification of all existing and proposed public and private easements.*

The application material includes a site plan showing the right of way.

*(2) Boundaries of sites to be reserved or dedicated for trails, parks, playgrounds, schools or other public uses and the location of any common area not reserved or dedicated to public use.*

N/A

*(3) The area, in square feet, and percentage of the total area of the proposed development, devoted to each type of use.*

The use will be contained within the proposed 170 sq. ft or 205 sq. ft. canvas tent.

*(4) The existing buildings, telephone and power lines and sewer, water, gas and drainage pipes located on the proposed development and adjacent to its boundaries.*

The application material includes a site plan showing all utilities.

- (5) *A description of the land area of the request, including lot and block number, along with a drawing to scale showing boundaries and an indication of existing zoning for all areas on the drawing.*

The application material includes a site plan showing the subject site.

- (6) *The time schedule for any contemplated new construction or uses.*

The land use application states that the retail store will be used between the months of May and October from 9am-5pm.

### **Compass Master Plan Evaluation:**

#### **GOAL: CREATE A RESILIENT, YEAR-ROUND ECONOMY THAT SUPPORTS A STRONG, LIVABLE COMMUNITY**

We want an economy that is more diverse, less seasonal, and can support people, businesses and the community year-round. We want it to support and sustain our local businesses & provide good opportunities for the people who live here. *(Page 38 of the Compass Master Plan)*

#### **B. Support and Enable Local Businesses and Entrepreneurship:**

Entrepreneurship is a key component of a strong economic foundation—it provides vitality and resiliency to the economy, creates jobs, and encourages the generation and sharing of new ideas. To develop more primary employers which provide economic diversity and career opportunities we are most likely to succeed through the development of business start-ups and local business growth. Many community members have expressed the potential for the Highway 550 / town entrance area to include a variety of commercial/creative industry uses. In addition, the Powerhouse area north of town may have more short term opportunities for additional commercial, entrepreneurial creative spaces, and innovative uses due to the availability of existing utilities. *(Page 52 of the Compass Master Plan)*

#### **C. Support Creative Industries, Small Businesses, and other Entrepreneurial Efforts:**

To maintain a continued focus to support and develop innovation, creative people, and entrepreneurs, the Town should continue working with The San Juan Development Association (SJDA) and the Region 9 Economic Development District of SW Colorado to support existing and attract additional creative businesses/individuals to Silverton. The Town, in partnership with the Silverton Creative District and Chamber of Commerce can all work together to brand and market the local community as authentically innovative, creative, and entrepreneurial; as well as working with SJDA and Region 9 to attract new creative businesses. *(Page 52 of the Compass Master Plan)*

**LU-1.3** Review and revise the Business Pedestrian zone districts in Silverton to promote and enhance opportunities for mixed uses including light industrial in the downtown business district, while maintaining the unique character of these blocks. (*Page 122 of the Compass Master Plan*)

**Planning Commission Action:**

The Planning Commission recommended approval of the use subject to review application for a retail use not conducted within an enclosed building as presented finding the Use Subject to Review is in conformance with §16-1-50 of the SMC.

The Planning Commission did request that staff investigate and report to the Board how the tax assessment might change for the property if a retail use were added to the property.

*Change in property taxes:*

According to the San Juan County Assessor's office, a business license would trigger a change in the use for a portion of the property. The portion of the property that is for commercial use would be assessed and taxed as commercial.

**Staff Recommendation:**

Staff finds the applicant has submitted all required materials within the timeframe required and all other materials comply with the conditions of §16-1-50 of the SMC. Staff therefore recommends approval of the use subject to review application for retail not conducted within an enclosed building located at 1337 Blair Street as presented.

However, this is a decision for the Board of Trustees to make, and the Board may choose to approve or deny the use subject to review application based on the testimony and evidence it hears. Two sample motions are included below for convenience only. They do not limit the evidence the Board can rely on or the decision the Board makes.

**Sample Motion for Approval:**

I move to recommend approval of the Use Subject to Review application for retail not conducted in a closed building for property located at 1337 Blair Street as presented, finding the Use Subject to Review is in conformance with §16-1-50 of the SMC.

**Sample Motion for Denial:**

I move to deny the Use Subject to Review application for retail not conducted in a closed building for property located at 1337 Blair Street as presented, finding the Use Subject to Review would NOT be in conformance with §16-1-50 of the SMC [insert explanation supported by the evidence here].

**Attachments:**

Application Materials  
Public Notice



LAND USE APPLICATION  
Community Development Department  
Town of Silverton  
1360 Greene Street, Silverton CO, 81433

**Applicant:** Melissa Childs & Anne Izard

**Company:** Strictly Roots Ltd

**Mailing Address:** POB 755

**Phone:** 970-903-4132

**Email:** melissamchilds@gmail.com; anneizard@gmail.com

**Owner:** Erik Everett

**Mailing Address:** POB 543, SILVERTON CO 81433

**Phone:** 970-946-0652

**Email:** erikceverett@gmail.com

**Property Location/Address:** 1337 Blair St

**Assessor's parcel no.** 48291730130019 **Lot Size:** 2500 SF

**Current Zoning:** BP **Proposed Zoning:** BP

**Current Use:** Vacation Rental

**Proposed Zoning:** Retail Not Conducted in a Closed Building

(The person listed as "Applicant" will be contacted to answer questions regarding this application, provide additional information when necessary, post public hearing signs, receive a copy of the staff report prior to Public Hearing, and shall be responsible for forwarding all verbal and written communication to the owner.)

**Type of action requested** (check one or more of the actions below which pertain to your request):

- |   |   |
|---|---|
| <input type="checkbox"/> Annexation               | <input type="checkbox"/> Site Development Plan approval   |
| <input type="checkbox"/> Change of zoning         | <input type="checkbox"/> Subdivision                      |
| <input type="checkbox"/> Vacation Rental          | <input type="checkbox"/> Temporary Use, Building, Sign    |
| <input type="checkbox"/> Consolidation Plat       | <input type="checkbox"/> Development in Hazard Zones      |
| <input type="checkbox"/> Historic/AROD Review     | <input checked="" type="checkbox"/> Use Subject to Review |
| <input type="checkbox"/> Lot Line Adjustment      | <input type="checkbox"/> Variance/Waiver                  |
| <input type="checkbox"/> Planned Unit Development | <input type="checkbox"/> Other: Click to enter text.      |

**Detailed Description of Request:** Strictly Roots Ltd proposes to operate a retail operation within a 12' x 14', or 12' x 17, canvas wall tent at 1337 Blair St. The retailer will sell home décor, essential oils, candles, and gifts. The materials used include the canvas wall tent, aluminum frame, a 6'x 3' rustic barn-wood sign reading "STRICTLY ROOTS. apothecary. oddities. sundries.", and wood and metal display shelves/ racks. The proposed hours of operation will be 9-5 daily. This is a seasonal operation (May through October) and no artificial lighting will be necessary since the hours of operation are during the daylight hours. A solar panel and inverter will be utilized for powering the computer/register and any interior display lighting. Small solar landscaping lights will be used on the exterior of the tent.

#### CERTIFICATION

As owner of the aforementioned property, I hereby consent to the submission of this application and authorize the applicant to act on my behalf with regard to this application.



**X** DocuSigned by:  
Erik Everett  
FD58C79BCB324F8...  
Owner Signature

**X** 1/18/2024  
Date:

I, Click to enter text., certify that the information and attachments submitted are true and correct to the best of my knowledge. In filing this application, I am acting with the knowledge and consent of the property owners.

**X** DocuSigned by:  
Melissa Childs  
FD58C79BCB324F8...  
Applicant Signature

**X** 1/18/2024  
Date

DocuSigned by:  
Anne Izard  
FD58C79BCB324F8... 1/18/2024

To be filled out by staff:

DATE RECEIVED: Click to enter text.	RECEIVED BY: Click to enter text.
FEES PAID: Click to enter text.	CASE NO: Click to enter text.
QUARTER SECTION MAP: Click to enter text.	RELATED CASES: Click to enter text.
PRE-APP MEETING DATE: Click to enter text.	CASE MANAGER: Click to enter text.





SITE PLAN FOR RETAIL TENT @1337 BLAIR STREET

Utility Pole

Power Line

Sewer Line

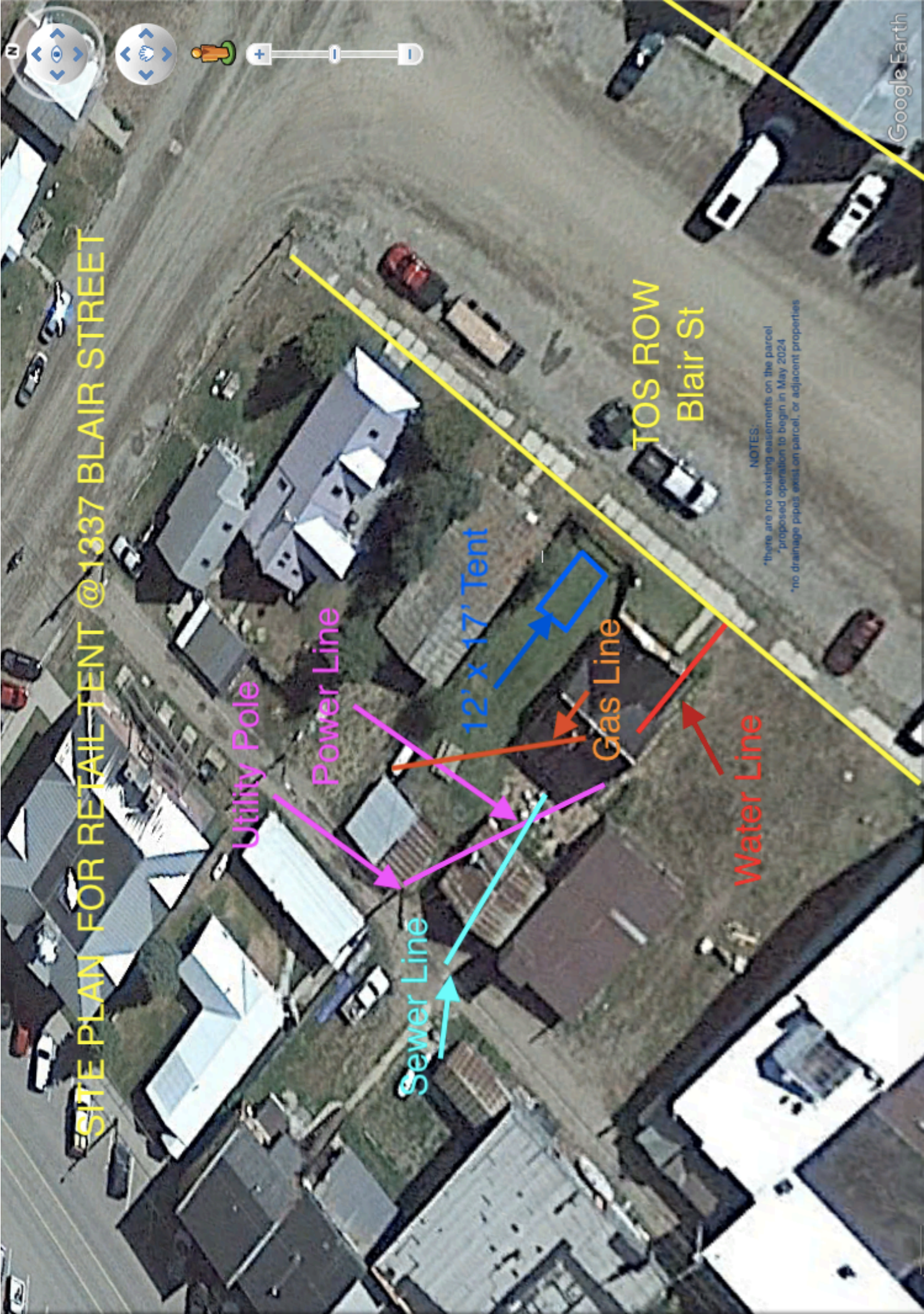
12' x 17' Tent

Gas Line

Water Line

TOS ROW  
Blair St

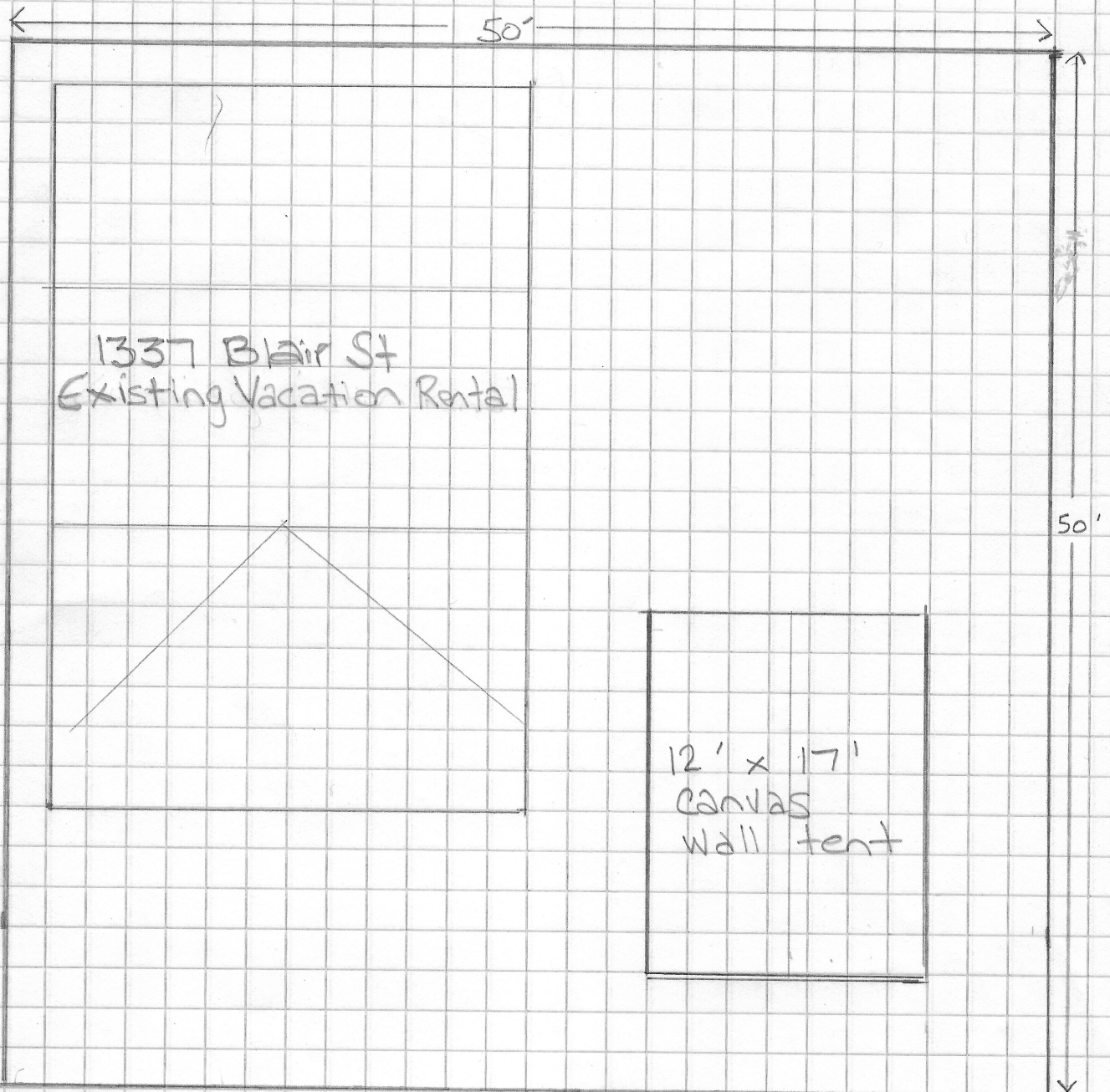
NOTES:  
\*there are no existing easements on the parcel  
\*proposed operation to begin in May 2024  
\*no drainage pipes exist on parcel, or adjacent properties





SITE PLAN  
RETAIL CANVAS WALL TENT

BLOCK 13, LOT 19A  
(the easterly half of Lots 19 & 20)







## STRICTLY ROOTS

LOCATED AT 1337 HISTORIC BLAIR STREET, STRICTLY ROOTS IS A WILD WEST RETAIL SPACE SPECIALIZING IN HOME DECOR GOODS, APOTHECARY, CURIOSITIES, AND SUNDRIES.



The Tent by Montana Canvas



Our Look & Vibe



**San Juan Regional  
Planning Commission**  
**SAN JUAN COUNTY    TOWN OF SILVERTON**  
**Silverton, Colorado 81433**  
**P.O. Box 223**

February 20, 2024

Town of Silverton Trustees  
PO Box 250  
Silverton, CO 81433

Mayor Shane Fuhrman:

Town of Silverton Trustees    RE:    **Town of Silverton**

Use Subject to Review Application For  
Retail Not Conducted in A Closed Building  
Located at 1337 Blair Street. Applicants:  
Melissa Childs and Anne Izard

At a meeting of the San Juan Regional Planning Commission on February 20,2024, members of that Commission discussed the Use Subject to Review Application presented by applicants Melissa Childs and Anne Isard. At this time Melissa Childs, who is a member of the Planning Commission recused herself from the meeting and removed herself from the Zoom session. Chris Masar CPS was present to give an overview to the Planning Commission and answer questions. Anne Izard was present to answer questions regarding the application. Strictly Roots Ltd proposes to operate a retail operation within a 12" x 14' or 12' x 17 canvas wall tent at 1337 Blair St. Proposed hours of operation will be 9-5 daily. This is a seasonal operation from May through October. After discussion with the applicant, the Planning Commission made a motion to recommend that the Town of Silverton approve the Use Subject to Review application as presented. The motion passed unanimously with a show of hands.

Thank you for considering this recommendation.

Sincerely,  
The Planning Commission Members and  
Ken Safranski, Vice-Chairman



## FEBRUARY 26, BOARD PACKET MEMO

SUBJECT: Notification of Petition to Annex and Resolution 2023-05 finding substantial compliance and declaring intent to annex Anvil Mountain Subdivision 2  
STAFF CONTACT: Lucy Mulvihill & Melina Marks

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### Notification of Petition to Annex

On February 9, 2024, The Town received a Petition for the Annexation of Unincorporated Territory in the County of San Juan, State of Colorado, to the Town of Silverton, State of Colorado. The Legal description of the Land which the landowners request to be annexed to the Town of Silverton is described in Exhibit "A" of the petition, known as Part of the Anvil Mountain Subdivision. This annexation will be known as the Anvil Mountain Subdivision 2 Annexation. The petitioning party is San Juan County, Colorado.

Per Colorado Revised Statutes Title 31. Government Municipal § 31-12-107 the Clerk shall refer the petition to the governing body as a communication. The governing body, without undue delay, shall then take appropriate steps to determine if the petition so filed is substantially in compliance with this subsection.

### Overview:

The purpose of this memo is to demonstrate to the Board of Trustees that the Anvil Mountain Subdivision 2 Annexation Petition is in Substantial Compliance with the State requirements under the Municipal Annexation Act of 1965 (Act) and Municipal Requirements under the Silverton Municipal Code and to set the date for the Annexation Hearing as Wednesday, March 27, 2024.

The Anvil Mountain Subdivision 2 will only be eligible for Annexation on or after the effective Annexation date of Anvil Mountain Subdivision 1, which is projected to be March 26, 2024.

### The Property

The Anvil Mountain Subdivision 2 Annexation property is located west of the Anvil Mountain Subdivision 1 which is west of Block 88 and 73 on West 5<sup>th</sup> Street. The Anvil Mountain Subdivision 2 Annexation property is adjacent to Highway 550 to the North and Adjacent to County Road 6 to the East, in unincorporated San Juan County. The 3.73-acre property has 1 landowner and 1 improved parcel, consisting of two apartment buildings.

### Annexation Process

#### 1. Substantial Compliance Resolution

At this meeting, the Board of Trustees will determine if the annexation petition is in the prescribed form and contains the necessary statutory criteria. If the Board finds the petition sufficient, they may adopt a resolution finding substantial compliance and declaring intent to annex. The Board must also set a date, time, and place for an Annexation Hearing.

#### 2. Annexation Hearing

After at least four consecutive weeks of public notice in a newspaper of general circulation, the Board will hold a Public Hearing on the Annexation petition. After hearing, pursuant to C.R.S. § 31-12-110, the Board adopts a resolution identifying findings of fact and adopts the Annexation Ordinance. The Town Clerk signs the Certificate of Annexed Plat. The Annexation Hearing must occur between 30 and 60 days after the Substantial Compliance Hearing. If the Substantial Compliance resolution is approved, the Annexation Hearing for the Anvil Mountain Subdivision 1 Annexation will be scheduled for Wednesday, March 27, 2024.

#### 3. Annexation and Zoning

Following the approval of the Annexation Ordinance, the zoning ordinance must be adopted within 60 days. The original Annexation Ordinance and one copy of the annexation map will be filed in the office of the Town Clerk. Three certified copies of the annexation ordinance and map, containing a legal description, filed for recording with the County Clerk and Recorder, this becomes the effective date of Annexation. County Clerk and Recorder files one certified copy of the annexation ordinance and map with the Division of Local Government of the Colorado Department of Local Affairs. County Clerk and Recorder files one certified copy of the annexation ordinance and

maps with the Department of Revenue. If the Substantial Compliance resolution and Annexation Ordinance is approved, The Annexation Plat will be recorded with the County on Thursday, March 26, 2024.

**Substantial Compliance Criteria according to Colorado Revised Statutes Title 31. Government Municipal § 31-12-107(1).**

Staff finds that the Anvil Mountain Subdivision 1 Annexation Petition was filed with the Town Clerk on January 29, 2024, and complies with the requirements of the first step in the annexation process, as established in Section 30 of Article II of the Colorado Constitution and with the Colorado Revised Statutes § 31-12-107(1).

- (1) An allegation that it is desirable and necessary that such area be annexed to the municipality;
- (2) An allegation that the requirements of Colorado Revised Statutes sections 31-12-104 and 31-12-105 exist or have been met;
- (3) An allegation that the signers of the petition comprise more than fifty percent (50%) of the landowners in the area and own more than fifty percent of the area proposed to be annexed, excluding public streets and alleys and any land owned by the annexing municipality;
- (4) The signatures of such landowners;
- (5) A request that the annexing municipality approve the annexation of the area proposed to be annexed;
- (6) The mailing address of each such signer;
- (7) The legal description of the land owned by such signer;
- (8) The date of signing of each signature; and
- (9) The affidavit of the circulator of such petition that each signature therein is the signature of the person whose name it purports to be.

The annexation plat/map was filed with the Town Clerk on January 29, 2024, and contains:

- (1) A written legal description of the boundaries of the area proposed to be annexed;
- (2) A map showing the boundary of the area proposed to be annexed;
- (3) The location of each ownership tract in unplatted land and, if part or all of the area is platted, the boundaries and the plat numbers of plots or of lots and blocks;
- (4) Next to the boundary of the area proposed to be annexed, a drawing of the contiguous boundary of the annexing municipality and the contiguous boundary of any other municipality abutting the area proposed to be annexed.

**History:**

On January 29, 2024, The Town received a Petition for the Annexation of Unincorporated Territory in the County of San Juan, State of Colorado, to the Town of Silverton, State of Colorado. The Legal description of the Land which the landowners request to be annexed to the Town of Silverton is described in Exhibit “A” of the petition, known as Part of the Anvil Mountain Subdivision. This annexation will be known as the Anvil Mountain Subdivision 1 Annexation. The petitioning party is San Juan County, Colorado.

At their regular meeting on February 12, 2024, the Board of Trustees found the petition for the Annexation of Anvil Mountain Subdivision 1 to be Substantial Compliance with local and state statutes. They adopted Resolution 2024-02 and scheduled an annexation hearing for their regular meeting on March 25, 2024. This was noticed in the Silverton Standard. The staff has received no public comment or feedback on the Petition, Resolution, or Annexation Hearing.

**Staff Recommendations:**

Staff recommends that the Anvil Mountain Subdivision 2 Annexation petition meets the statutory requirements and should be deemed sufficient.

**Options:**

If the petition is not in substantial compliance, no further action shall be taken. If the Board finds the petition is not in substantial compliance, it would be recommended that they have a clear discussion on the record concerning the code or statute provision that is not being met, and possibly continuing the hearing so the wording for the specific sections can be finalized with the Town Attorney’s and brought back for final action at a date certain.

**Motion or Direction:**

A motion to approve resolution 2024-05 a Resolution of the Town of Silverton Finding Substantial Compliance and Declaring Intent to Annex Anvil Mountain Subdivision 2.

**Attachments**

Resolution 2024-05

Annexation 2 Hearing Public Notice

Petition (signatures omitted)

Annexation Map

Annexation Schedule



**RESOLUTION NO. 2024-05**

**A RESOLUTION OF THE TOWN OF SILVERTON FINDING SUBSTANTIAL COMPLIANCE AND  
DECLARING INTENT TO ANNEX ANVIL MOUNTAIN SUBDIVISION 2**

**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**, a written petition has been filed with the Town Clerk requesting the annexation of certain property to be known as the Anvil Mountain Subdivision 2 Annexation, as more particularly described below; and

**WHEREAS**, the Board of Trustees desires to initiate annexation proceedings for the Anvil Mountain 2 Annexation in accordance with the Municipal Annexation Act, Section 31-12-101, et seq., Colorado Revised Statutes.

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

Section 1. That the Board hereby makes and adopts the determinations and findings contained in the recitals set forth above.

Section 2. That the Board hereby accepts the annexation petition for the Anvil Mountain 2 Annexation, more particularly described as situated in the County of San Juan, State of Colorado, to wit:

Part of suspended section 18, Township 41 North, Range 7 West, of the New Mexico Principal Meridian, San Juan County Colorado, more particularly described as follows:

Beginning at the Northeast corner of Lot 34 of the Anvil Mountain Subdivision, whence corner no. 3 of the Silverton Town Site bears N. 60°39'38" E., 1282.92 ft. dist.; thence S. 79°13'01" W., 320.14, ft. dist., to the Northwest corner of Lot 2 the said Anvil Mountain Subdivision; thence S. 54°40'06" W., 61.03, ft. dist., to the Angle Point of Lot 2 of the said Anvil Mountain Subdivision; thence S. 02°23'59" W., 35.42, ft. dist., to the Southwest corner of Lot 2 of the said Anvil Mountain Subdivision and also being on the North Right of Way line of Fifth Street; thence N. 87°36'14" W., 32.50, ft. dist., along the North Right of Way line of Fifth Street to a point on the East line of Lot 1 of the said Anvil Mountain Subdivision; thence S. 02°23'46" W., 28.99, ft. dist., to the Southeast corner of Lot 1 of the said Anvil Mountain Subdivision; thence S. 25°45'47" W., 42.15, ft. dist., to the Northeast

corner of Lot 30 of the said Anvil Mountain Subdivision; thence S. 25°06'27" W., 157.80, ft. dist., to the Southeast corner of Lot 30 of the said Anvil Mountain Subdivision and also being on the North Right of Way line U. S. Highway 550; thence along the North Right of Way line of said U. S. Highway 550 on a curve turning to the Left with an arc length of 356.75 ft. dist., with a radius of 3539.99 ft. dist., of which a chord bearing of N. 70°10'25" W., to the Southwest corner of Lot 30 of the said Anvil Mountain Subdivision; thence N. 37°20'49" E., 115.03, ft. dist., to the Northwest corner of Lot 30 of the said Anvil Mountain Subdivision; thence N. 53°32'38" E., 122.83, ft. dist., to the Southwest corner of Lot 32 of the said Anvil Mountain Subdivision; thence N. 61°42'36" E., 94.59 ft. dist., to the Angle Point of Lot 32 of the said Anvil Mountain Subdivision; thence N. 70°37'14" E., 39.39 ft. dist., to the Northwest corner of Lot 32 of the said Anvil Mountain Subdivision; thence N. 33°59'59" E., 75.26 ft. dist., to the Southwest corner of Lot 33 of the said Anvil Mountain Subdivision; thence N. 70°15'48" E., 72.92 ft. dist., to the Angle Point of Lot 33 of the said Anvil Mountain Subdivision; thence N. 51°30'48" E., 130.07 ft. dist., to the Southwest corner of Lot 34 of the said Anvil Mountain Subdivision; thence N. 68°45'48" E., 51.79 ft. dist., to the Northwest corner of Lot 34 of the said Anvil Mountain Subdivision; thence S. 54°45'47" E., 331.00 ft. dist., to the Northeast corner of Lot 34 of the said Anvil Mountain Subdivision more or less, to the point of beginning.

Section 3. That the Board hereby finds and determines that the annexation petition for the Anvil Mountain Subdivision 2 Annexation is in substantial compliance with the Municipal Annexation Act in that the annexation petition contains the following:

- (1) An allegation that it is desirable and necessary that such area be annexed to the municipality;
- (2) An allegation that the requirements of Colorado Revised Statutes sections 31-12-104 and 31-12-105 exist or have been met;
- (3) An allegation that the signers of the petition comprise more than fifty percent (50%) of the landowners in the area and own more than fifty percent of the area proposed to be annexed, excluding public streets and alleys and any land owned by the annexing municipality;
- (4) The signatures of such landowners;
- (5) A request that the annexing municipality approve the annexation of the area proposed to be annexed;
- (6) The mailing address of each such signer;
- (7) The legal description of the land owned by such signer;
- (8) The date of signing of each signature; and
- (9) The affidavit of the circulator of such petition that each signature therein is the signature of the person whose name it purports to be.

Section 4. That the Board hereby finds and determines that the annexation map, four copies total, accompanying the annexation petition for the Anvil Mountain Subdivision 2 Annexation is in substantial compliance with the Municipal Annexation Act in that the map contains the following:

- (1) A written legal description of the boundaries of the area proposed to be annexed;
- (2) A map showing the boundary of the area proposed to be annexed;
- (3) Within the annexation boundary map, a showing of the location of each ownership tract in unplatted land and, if part or all of the area is platted, the boundaries and the plat numbers of plots or of lots and blocks;
- (4) Next to the boundary of the area proposed to be annexed, a drawing of the contiguous boundary of the annexing municipality and the contiguous boundary of any other municipality abutting the area proposed to be annexed.

Section 5. That the Notice attached hereto as Exhibit “A” is hereby adopted as a part of this Resolution. Said Notice establishes the date, time and place when a public hearing will be held regarding the passage of annexation and zoning ordinances pertaining to the above-described property. The Town Clerk is directed to publish a copy of this Resolution and said Notice as provided in the Municipal Annexation Act.

THIS RESOLUTION was approved and adopted the 26th day of February, 2024, by the Board of Trustees of the Town of Silverton, Colorado.

TOWN OF SILVERTON, COLORADO

---

Shane Fuhrman, Mayor

ATTEST:

---

Melina Marks, Town Clerk

## **EXHIBIT A**

A public hearing on the Anvil Mountain Subdivision 2 Annexation shall be held at a Special Silverton Board of Trustees Meeting on Wednesday, March 27, 2024.



**PETITION FOR ANNEXATION OF UNINCORPORATED TERRITORY  
IN THE COUNTY OF SAN JUAN, STATE OF COLORADO,  
TO THE TOWN OF SILVERTON, STATE OF COLORADO  
(100% OF LANDOWNERS)**

**TO THE MAYOR AND THE TOWN TRUSTEES OF THE TOWN OF SILVERTON,  
COLORADO:**

The undersigned, in accordance with the Municipal Annexation Act of 1965, Chapter 31, Article 12, of the Colorado Revised Statutes, 1973, as amended, hereby petition the Town Trustees of the Town of Silverton for annexation to the Town of Silverton of the following described land located in the County of San Juan, State of Colorado, and further state:

1. The legal description of the land which the landowner(s) request to be annexed to the Town of Silverton is attached hereto as **EXHIBIT "A"**, hereinafter referred to as the "Property"
2. It is desirable and necessary that the Property be annexed to the Town of Silverton, Colorado;
3. The following requirements of C.R.S. Section 31-12-104 exists or have been met:
  - A. Not less than one-sixth (1/6) of the perimeter of the Property is contiguous with the annexation petition boundary for the Town of Silverton, Colorado which has been recognized by the Town of Silverton Clerk as submitted on January 29<sup>th</sup>, 2024;
  - B. A community of interest exists between the Property and the Town of Silverton, Colorado. The Property is urban or will be urbanized in the near future, and the Property is integrated or is capable of being integrated with the Town of Silverton, Colorado;
4. The signers of the Petition comprise the landowners of One-hundred percent (100%) of the Property (exclusive of streets and alleys) and said landowners attesting to the facts and agreeing to the conditions herein contained will negate the necessity of any annexation election;
5. None of the limitations provided in C.R.S. Section 31-12-105 are applicable and the requirements of that statute have been met because of the following:
  - A. The annexation of the Property will not result in the Property being divided into separate parts or parcels under identical ownership without the written consent of the landowners thereof;
  - B. No land area within the Property held in identical ownership, whether consisting of one tract or parcel of real estate or two or more contiguous tracts or parcels of

real estate comprising 20 acres or more and having a valuation for assessment in excess of \$200,000 for ad valorem tax purposes has been included in the area of the Property to be annexed without the written consent of the landowners thereof;

- C. No annexation proceedings have been commenced for annexation of any part of the Property by any other municipality;
  - D. The entire width of all streets and alleys to be included within the Property are included;
  - E. The annexation of the Property will not result in the detachment of area from any school district or the attachment of same to another school district;
  - F. Annexation by the Town of the Property will not have the effect of, and will not result in, the denial of reasonable access to landowners, owners of an easement, or owners of a franchise adjoining a platted street or alley, inasmuch as annexation of the Property will not result in annexation of a platted street or alley which is not bounded on both sides by the Town.
6. The annexation of the Property will not have the effect of extending a boundary of the Town more than three miles in any direction from any point of the municipal boundary in the past twelve (12) months.
7. The area proposed to be annexed is comprised of (check one):

       MORE THAN TEN ACRES AND THE BOARD OF COUNTY COMMISSIONERS OF SAN JUAN (circle appropriate jurisdiction) COUNTY HAS AGREED TO WAIVE THE REQUIREMENT OF AN IMPACT REPORT AS PROVIDED FOR IN SECTION 31-12-108.5, C.R.S., AS AMENDED. (Copy of resolution approving such waiver is provided.)

       MORE THAN TEN ACRES AND AN IMPACT REPORT AS PROVIDED FOR IN SECTION 31-12-105.5, C.R.S., AS AMENDED, IS REQUIRED.

  X   TEN ACRES OR FEWER AND AN IMPACT REPORT AS PROVIDED FOR IN SECTION 31-12-105.5, C.R.S., AS AMENDED, IS NOT REQUIRED.

8. The Property is not located within a special district.
9. The mailing address of each signer, the legal description of the land owned by each signer, and the date of signing of each signature are all shown on this Petition;
10. Accompanying this Petition are (4) four copies of the annexation boundary map in the

form required by C.R.S. Section 31-12-102(1)(d) and attached hereto as **EXHIBIT "B"**, containing the following information:

- A. A written legal description of the boundaries of the Property;
  - B. A map showing the boundary of the Property, such map prepared and containing the seal of a registered engineer or land surveyor;
  - C. Within the annexation boundary map there is shown the location of each ownership tract in unplatted land, and if part or all of the area be platted, then the boundaries and the plat number of plots or of lots and blocks are shown;
  - D. Next to the boundary of the Property is drawn the contiguous boundary of the Town of Silverton and the contiguous boundary of any other municipality abutting the area proposed to be annexed; and
  - E. The dimensions of the contiguous boundaries are shown on the map.
11. The Property is not presently a part of any incorporated Town or Town and County;
12. The undersigned agree to the following conditions, which shall be covenants running with the land, and which shall, at the option of the Town, appear on the annexation map:
- A. All water rights associated with the Property shall be transferred to the Town, pursuant to Town ordinances;
  - B. The undersigned and the Town may enter into an Annexation Agreement prior to the effective date of this annexation, as provided for in Chapter 31-12-112(2), *Colorado Revised Statutes, as amended*.
13. Petitioners represent that: (Check one)
- ☐ No part of the property to be annexed is included within any site-specific development plan approved by San Juan County, Colorado.
- ☒ A site-specific development plan has been approved by San Juan County, Colorado, which has created a vested right.
14. Approval of this annexation is subject to prior or simultaneous approval of the annexation petition which has been submitted to the Town Clerk acknowledged on January 29<sup>th</sup>, 2024.


EXECUTED this 9<sup>th</sup> day of FEBRUARY, 2024.

[SIGNATURE PAGES FOLLOW THIS PAGE]

### PROPERTY OWNER/PETITIONER SIGNATURES

The signatures affixed hereon represent property owners within the Annexation Boundary who desire Annexation to the Town of Silverton, Colorado.

Page 1 of 2

Name of Owner (print):	
Address of Parcel within the Annexation Boundary (number, street, Town):	
Legal Description(s) (Lot, Block, Subdivision Name) or Parcel Number(s):	
Signature of Owner:	
Date of Signature:	
Initials of Circulator:	
Name of Owner (print):	
Address of Parcel within the Annexation Boundary	
Legal Description(s) (Lot, Block, Subdivision Name) or Parcel Number(s)	
Signature of Owner:	
Date of Signature	
Initials of Circulator	
Name of Owner: (print)	
Address of Parcel within the Annexation Boundary	
Legal Description(s) (Lot, Block, Subdivision Name) or Parcel Number(s)	
Signature	
Date of Signature	
Initials of Circulator	

*Note to Circulator(s): Please make copies of this page to collect signatures and necessary information, attach all signature sheets and note the quantity of pages of signature pages in the area provided above.)*

**AFFIDAVIT OF SIGNATURE AUTHENTICATION**

This petition has been circulated by the undersigned (the circulator) who attest that each signature thereon is that of the person whose name it purports to be. (Each circulator shall sign below in front of the same notary, or attach a separate Affidavit for each circulator). If no circulator is used the property owner shall sign below in the presence of a notary.

Signature [Signature] Page 2 of 2  
Initials AD  
Print Name Anthony D. Edwards Title Community Volunteer

Signature \_\_\_\_\_ Initials \_\_\_\_\_

Print Name \_\_\_\_\_ Title \_\_\_\_\_

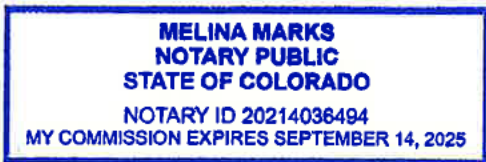
Signature \_\_\_\_\_ Initials \_\_\_\_\_

Print Name \_\_\_\_\_ Title \_\_\_\_\_

STATE OF COLORADO )  
 ) ss.  
COUNTY OF San Juan

The foregoing instrument was acknowledged before me this 9th  
day of February, 2024, by Anthony D. Edwards.

WITNESS my hand and official seal.



[Signature]  
Notary Public  
My commission expires:  
Sept. 14, 2025



**Legal Description:**

Part of suspended section 18, Township 41 North, Range 7 West, of the New Mexico Principal Meridian, San Juan County Colorado, more particularly described as follows:

Beginning at the Northeast corner of Lot 34 of the Anvil Mountain Subdivision, whence corner no. 3 of the Silverton Town Site bears N. 60°39'38" E., 1282.92 ft. dist.; thence S. 79°13'01" W., 320.14, ft. dist., to the Northwest corner of Lot 2 the said Anvil Mountain Subdivision; thence S. 54°40'06" W., 61.03, ft. dist., to the Angle Point of Lot 2 of the said Anvil Mountain Subdivision; thence S. 02°23'59" W., 35.42, ft. dist., to the Southwest corner of Lot 2 of the said Anvil Mountain Subdivision and also being on the North Right of Way line of Fifth Street; thence N. 87°36'14" W., 32.50, ft. dist., along the North Right of Way line of Fifth Street to a point on the East line of Lot 1 of the said Anvil Mountain Subdivision; thence S. 02°23'46" W., 28.99, ft. dist., to the Southeast corner of Lot 1 of the said Anvil Mountain Subdivision; thence S. 25°45'47" W., 42.15, ft. dist., to the Northeast corner of Lot 30 of the said Anvil Mountain Subdivision; thence S. 25°06'27" W., 157.80, ft. dist., to the Southeast corner of Lot 30 of the said Anvil Mountain Subdivision and also being on the North Right of Way line U. S. Highway 550; thence along the North Right of Way line of said U. S. Highway 550 on a curve turning to the Left with an arc length of 356.75 ft. dist., with a radius of 3539.99 ft. dist., of which a chord bearing of N. 70°10'25" W., to the Southwest corner of Lot 30 of the said Anvil Mountain Subdivision; thence N. 37°20'49" E., 115.03, ft. dist., to the Northwest corner of Lot 30 of the said Anvil Mountain Subdivision; thence N. 53°32'38" E., 122.83, ft. dist., to the Southwest corner of Lot 32 of the said Anvil Mountain Subdivision; thence N. 61°42'36" E., 94.59 ft. dist., to the Angle Point of Lot 32 of the said Anvil Mountain Subdivision; thence N. 70°37'14" E., 39.39 ft. dist., to the Northwest corner of Lot 32 of the said Anvil Mountain Subdivision; thence N. 33°59'59" E., 75.26 ft. dist., to the Southwest corner of Lot 33 of the said Anvil Mountain Subdivision; thence N. 70°15'48" E., 72.92 ft. dist., to the Angle Point of Lot 33 of the said Anvil Mountain Subdivision; thence N. 51°30'48" E., 130.07 ft. dist., to the Southwest corner of Lot 34 of the said Anvil Mountain Subdivision; thence N. 68°45'48" E., 51.79 ft. dist., to the Northwest corner of Lot 34 of the said Anvil Mountain Subdivision; thence S. 54°45'47" E., 331.00 ft. dist., to the Northeast corner of Lot 34 of the said Anvil Mountain Subdivision more or less, to the point of beginning.

San Juan County, Colorado  
Part of suspended section 18, Township 41 North, Range 7 West, of the New Mexico Principal Meridian  
Suspended Township 41 North, Range 7 West, of the New Mexico Principal Meridian  
San Juan County, Colorado

# Annexation Map

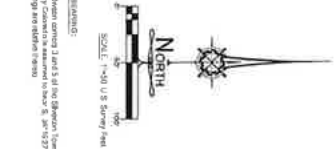
## Part of the Anvil Mountain Subdivision

### Suspended Township 41 North, Range 7 West, of the New Mexico Principal Meridian

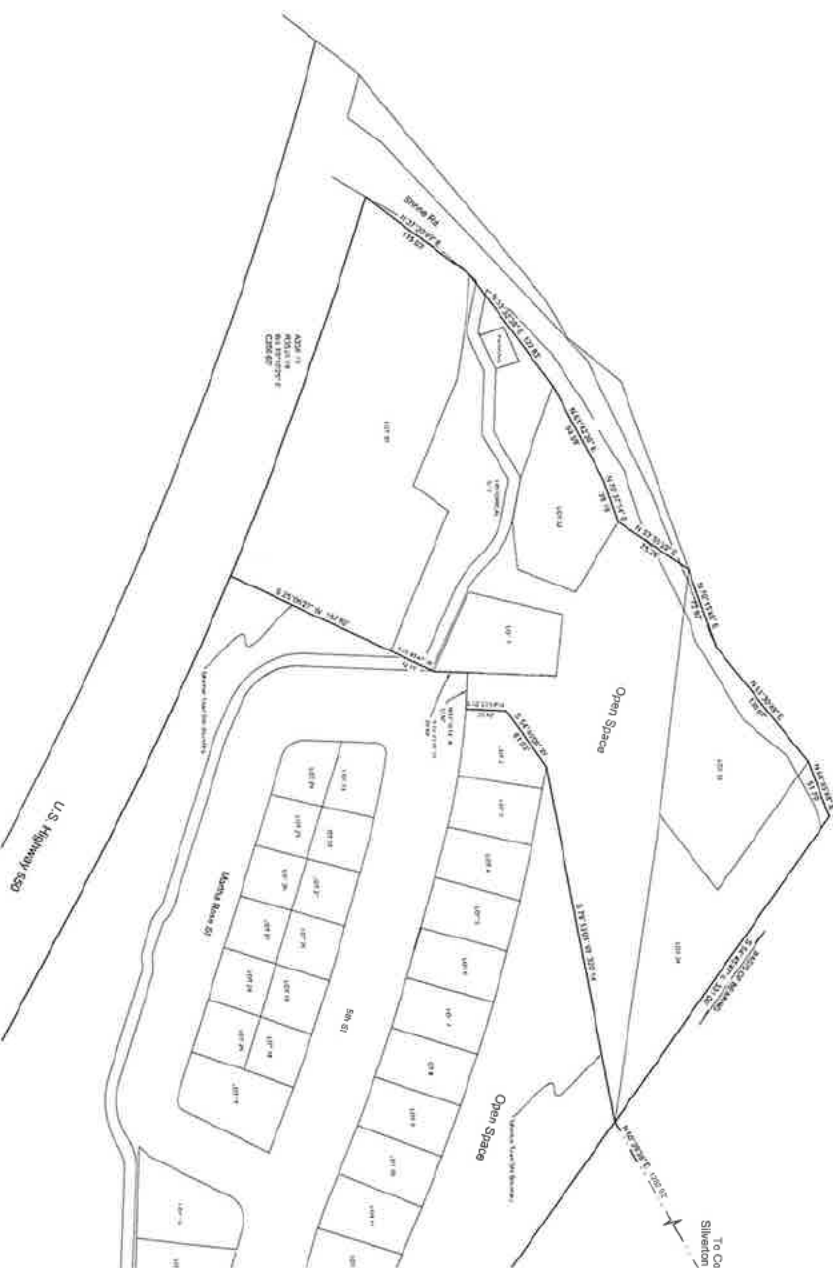
#### San Juan County, Colorado

San Juan County, Colorado  
Part of suspended section 18, Township 41 North, Range 7 West, of the New Mexico Principal Meridian  
Suspended Township 41 North, Range 7 West, of the New Mexico Principal Meridian  
San Juan County, Colorado

San Juan County, Colorado  
Part of suspended section 18, Township 41 North, Range 7 West, of the New Mexico Principal Meridian  
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San Juan County, Colorado



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San Juan County, Colorado	
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Suspended Township 41 North, Range 7 West, of the New Mexico Principal Meridian	
San Juan County, Colorado	
Annexation Map	
Part of the Anvil Mountain Subdivision	
Suspended Township 41 North, Range 7 West, of the New Mexico Principal Meridian	
San Juan County, Colorado	
To Corner 3 Silverton Township	

Annexation Map

Part of the Anvil Mountain Subdivision

Suspended Township 41 North, Range 7 West, of the New Mexico Principal Meridian

San Juan County, Colorado

Legal Description:

Part of suspended section 18, Township 41 North, Range 7 West, of the New Mexico Principal Meridian, San Juan County Colorado, more particularly described as follows:

Beginning at the Northeast corner of Lot 34 of the Anvil Mountain Subdivision, whence corner no. 3 of the Silverton Town Site bears N. 60°39'38" E., 1282.92 ft. dist.; thence S. 79°13'01" W., 320.14, ft. dist., to the Northwest corner of Lot 2 the said Anvil Mountain Subdivision; thence S. 54°40'06" W., 61.03, ft. dist., to the Angle Point of Lot 2 of the said Anvil Mountain Subdivision; thence S. 02°23'59" W., 35.42, ft. dist., to the Southwest corner of Lot 2 of the said Anvil Mountain Subdivision and also being on the North Right of Way line of Fifth Street; thence N. 87°36'14" W., 32.50, ft. dist., along the North Right of Way line of Fifth Street to a point on the East line of Lot 1 of the said Anvil Mountain Subdivision; thence S. 02°23'48" W., 28.99, ft. dist., to the Southeast corner of Lot 1 of the said Anvil Mountain Subdivision; thence S. 25°45'47" W., 42.15, ft. dist., to the Northeast corner of Lot 30 of the said Anvil Mountain Subdivision; thence S. 25°06'27" W., 157.80, ft. dist., to the Southeast corner of Lot 30 of the said Anvil Mountain Subdivision and also being on the North Right of Way line U. S. Highway 550; thence along the North Right of Way line of said U. S. Highway 550 on a curve turning to the Left with an arc length of 356.75 ft. dist., with a radius of 3539.99 ft. dist., of which a chord bearing of N. 70°10'25" W., to the Southwest corner of Lot 30 of the said Anvil Mountain Subdivision; thence N. 37°20'49" E., 115.03, ft. dist., to the Northwest corner of Lot 30 of the said Anvil Mountain Subdivision; thence N. 53°32'38" E., 122.83, ft. dist., to the Southwest corner of Lot 32 of the said Anvil Mountain Subdivision; thence N. 61°42'36" E., 94.59 ft. dist., to the Angle Point of Lot 32 of the said Anvil Mountain Subdivision; thence N. 70°37'14" E., 39.39 ft. dist., to the Northwest corner of Lot 32 of the said Anvil Mountain Subdivision; thence N. 33°59'59" E., 75.26 ft. dist., to the Southwest corner of Lot 33 of the said Anvil Mountain Subdivision; thence N. 70°15'48" E., 72.92 ft. dist., to the Angle Point of Lot 33 of the said Anvil Mountain Subdivision; thence N. 51°30'48" E., 130.07 ft. dist., to the Southwest corner of Lot 34 of the said Anvil Mountain Subdivision; thence N. 68°45'48" E., 51.79 ft. dist., to the Northwest corner of Lot 34 of the said Anvil Mountain Subdivision; thence S. 54°45'47" E., 331.00 ft. dist., to the Northeast corner of Lot 34 of the said Anvil Mountain Subdivision more or less, to the point of beginning.

PLAT & DOCUMENT REFERENCES:

- Anvil Mountain Subdivision, San Juan County, Colorado, Reception #148169.
- Correction Deed, San Juan County, Colorado, Reception #154551.

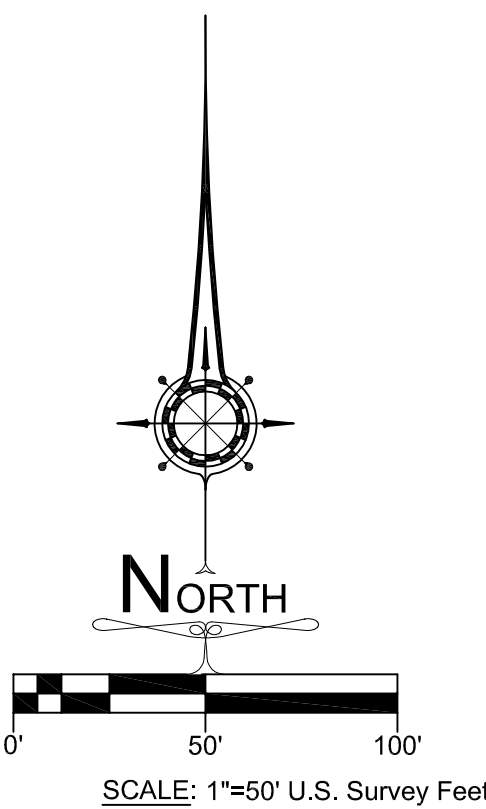
Notes:

Total Perimeter of addition - 2067.67 ft. - 100%

Perimeter contiguous with Town of Silverton - 678.03 ft. - 33%

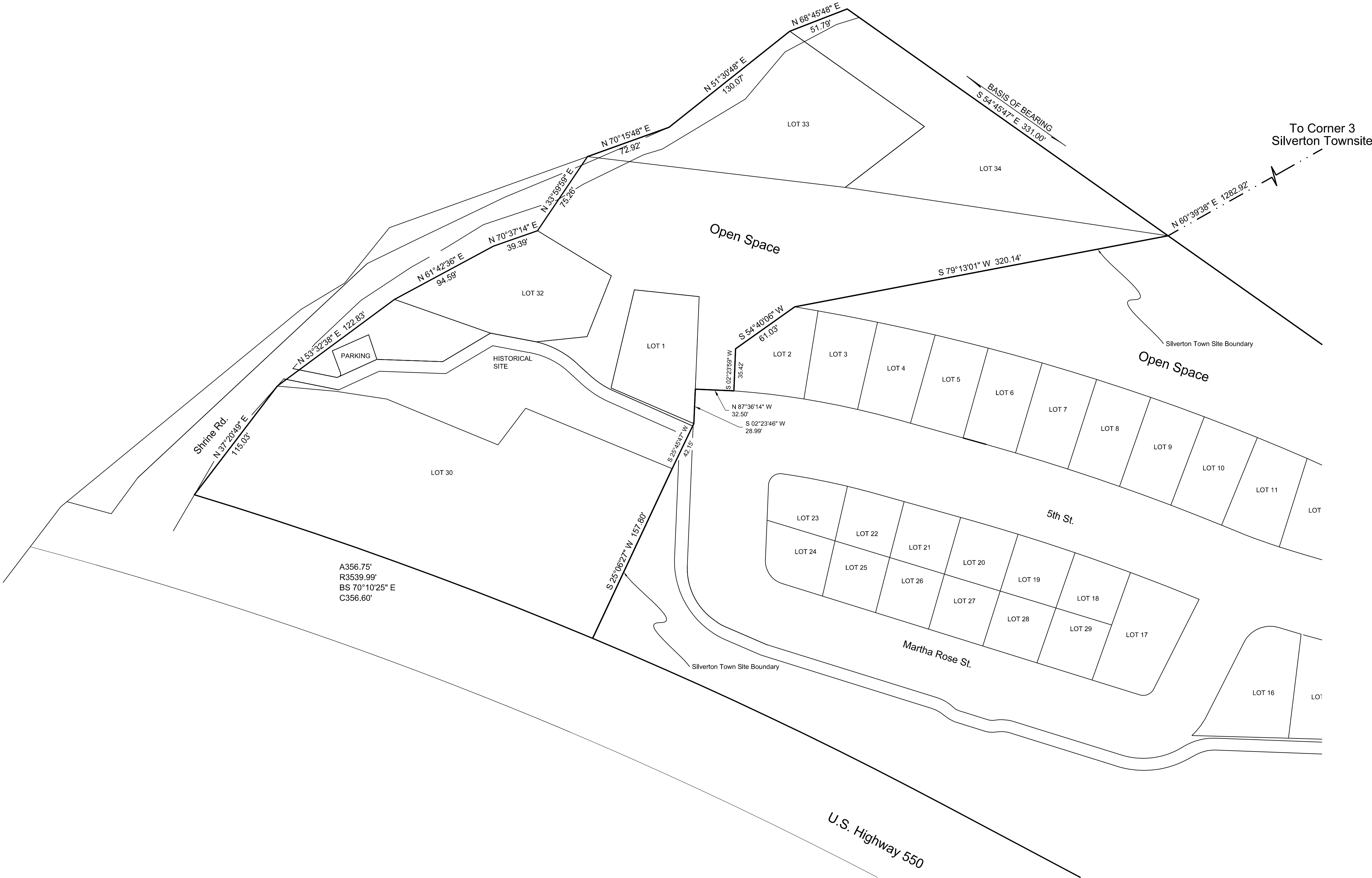
Area of Addition - 3.73 Acres, more or less, as shown.

Acreage shown is based on compilations of deeds and surveys of public record for the specific purpose of additional information for the annexation map. They do not reflect the results of actual boundary surveys of the parcel and are not to be relied upon as such.



BASIS OF BEARING:

The line between corners 3 and 5 of the Silverton Town Site, San Juan County Colorado is assumed to bear S. 36°16'27" W. All other bearings are relative thereto.



CERTIFICATE OF SURVEY:

I, Brian Dirk Hatter, a Registered Land Surveyor in the State of Colorado, do hereby certify that this annexation map was made by me or under my direct supervision and checking from documents of record. No field survey of the addition was made.

Signature \_\_\_\_\_ Date \_\_\_\_\_ Seal \_\_\_\_\_

PLS No. 26597

U.S. MINERAL SURVEYORS REGISTERED LAND SURVEYORS IN COLORADO		<b>SOUTHWEST LAND SURVEYING LLC</b> 1205 H Lane, Delta, CO 81416 (970) 387-0600...Silverton (970) 874-2880...Delta EMAIL: dhatter@iltresources.us	
PLAN SCALE: 1"=50' U.S.S.F	REVISIONS:	<b>Annexation Map</b> <b>Anvil Mountain Subdivision</b> Suspended, Township 41 North, Range 7 West New Mexico Principal Meridian San Juan County, Colorado	
FIELD CREW:			
DRAFTER: BDH			
SHEET 1 of 1			
TOWN OF SILVERTON 1360 Greene Street Silverton Colorado, 81433		JOB #: 48-23 Town of Silverton	

NOTICE: 13-80 105 C.R.S. as amended.

ACCORDING TO COLORADO LAW YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVERED SUCH DEFECT. IN NO EVENT MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON.

SAN JUAN COUNTY CLERK AND RECORDER'S ACCEPTANCE:

This plat was accepted for filing in the office of the Clerk and Recorder of San Juan County, Colorado, on this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_.

Reception Number \_\_\_\_\_ Time \_\_\_\_\_, Book \_\_\_\_\_, Page \_\_\_\_\_.



Lot	Owner	Mailing Address	Address of Parcel within the Annexation Boundary (number, street, Town):	Legal Description(s) (Lot, Block, Subdivision Name)	Parcel Numbers	Lot Size Acre	Lot Size Sq Ft	Improved
1	San Juan County	PO Box 466 Silverton Co 81433-0466	W 5TH ST, SILVERTON, CO	LOT 1, ANVIL MOUNTAIN SUBDIVISION	48290180030001	0.14	6109	No
30	San Juan County	PO Box 466 Silverton Co 81433-0466	801 MARTHA ROSE ST, SILVERTON, CO 81433	LOT 30, ANVIL MOUNTAIN SUBDIVISION	48290180030030	0.13	5837	Yes
32	San Juan County	PO Box 466 Silverton Co 81433-0466	COUNTY ROAD 6, SILVERTON, CO 81433	LOT 32, ANVIL MOUNTAIN SUBDIVISION	48290180030032	0.23	10132	No
33	San Juan County	PO Box 466 Silverton Co 81433-0466	COUNTY ROAD 6, SILVERTON, CO 81433	LOT 33, ANVIL MOUNTAIN SUBDIVISION	48290180030033	0.41	17732	No
34	San Juan County	PO Box 466 Silverton Co 81433-0466	COUNTY ROAD 6, SILVERTON, CO 81433	LOT 34, ANVIL MOUNTAIN SUBDIVISION	48290180030034	0.42	18369	No
Total						0.91	39810	

## Anvil Mountain Subdivision 1 Annexation

Meeting Schedule				
Item	Requirements	Lead	Date	Documents required
Submit Anvil Mnt Sub 1 Annexation Petition to Town	SMC 15-1-30(a) CRS 31-12-107 (1)	County	1/29/2024	Anvil Mnt Sub 1 Petition Anvil Mnt Sub 1 Annexation Map Anvil Mnt Sub 1 Master plan
Planning Department to determine the application is complete and accurate.	SMC 15-1-30(a)(1) & (2)	Town	1/29/2024	
Notification of Hearing (BOT) Due: Newspaper for Substantial Compliance Resolution & Setting Public Hearing Date (Annexation)		Town	1/30/2024	Legal Notice to paper
Town Clerk to refer annexation petition to Board of Trustees (information item only)	CRS 31-12-107 (f) SMC 15-1-30 (2)	Town	2/11/2024	Anvil Mnt Sub 1 Petition Anvil Mnt Sub 1 Annexation Map and Legal Description
Board of Trustees Meeting: Substantial Compliance Resolution & Setting Public Hearing Date (Annexation)	CRS 31-12-108 (1)	Town	2/12/2024	Anvil Mnt Sub 1 Petition (with signers redacted) Anvil Mnt Sub 1 Annexation Map Anvil Mnt Sub 1 Resolution Staff memo on Annexation
Notification of Annexation Hearing	CRS 31-12-108 (2)	Town / Newspaper	DUE: 2/13/2024 Posted: 2/15/2024 2/22/2024 2/29/2024 3/7/2024 3/14/2024 3/21/2024	Annexation Hearing Public Notice Anvil Mnt Sub 1 Resolution
Referrals sent to County and Special Districts* (Annexation)	31-12-108(2) – Must be done 25 days prior to Public Hearing and sent via Certified Mail	Town	2/27/2024	Anvil Mnt Sub 1 Petition (with signers redacted) Anvil Mnt Sub 1 Resolution Annexation Hearing Public Notice

	SMC 15-1-30 (3)			
Mail notice to Landowners within 300 feet (Annexation & Zoning)		Town	2/27/2024	Notice of Annexation Hearing
Notification of Public Hearing Due: Planning Commission (annexation and zoning)	SMC 2-4-110	Town / Newspaper	DUE: 3/5/2024 Posted: 3/8/2024	Notification of Planning Commission Public Hearing
Planning Commission Meeting: Public Hearing: Review Annexation Ordinance And Zoning ordinance	SMC 15-1-30 (4)	Town	3/19/2024	Anvil Mnt Sub 1 Annexation Map Anvil Mnt Sub 2 Annexation Map Zoning Request Master Plan Staff memo on how the Annexation aligns with 3 mile plan and master plan
Board of Trustees Meeting: Annexation Hearing	CRS 31-12-109 CRS 31-12-110 SMC 15-1-50	Town	3/25/2024	Anvil Mnt Sub 1 Petition (with signers redacted) Anvil Mnt Sub 1 Annexation Map Anvil Mnt Sub Resolution Anvil Mnt Sub 1 Annexation Ordinance Planning Commission Recommendation Zoning Ordinance Staff memo on how the Annexation aligns with the 3-mile plan and master plan Findings of Fact Resolution
Record with the County	CRS 31-12-113	Town & County	3/26/2024	3 Copies of Anvil Mnt Sub 1 Annexation Map Original Annexation Ordinance
Annexation Date	CRS 31-12-113		3/26/2024	
Documents Required				
Document			Due Date	
Anvil Mnt Sub 1 Petition			1/29/2024	
Anvil Mnt Sub 1 Substantial Compliance Resolution Legal Notice			1/30/2024	

Anvil Mnt Sub 1 Substantial Compliance Resolution		2/8/2024	
Legal Notification of Annexation Hearing		2/13/2024	
Anvil Mnt Sub 1 Annexation Ordinance		3/15/2024	
Zoning Ordinance		3/15/2024	
Adjacent landowner Notification		2/26/2026	
Notification of Planning Commission Public Hearing Due:		3/5/2024	
Planning Commission Memo on Annexation, master plan, 3 mile plan		3/14/2024	
Anvil Mnt Sub 1 Fining of Facts Resolution		3/20/2024	

## Anvil Mountain Subdivision 2 Annexation

Meeting Schedule				
Item	Requirements	Lead	Date	Documents required
Submit Anvil Mnt Sub 2 Annexation Petition to Town	SMC 15-1-30(a) CRS 31-12-107 (1)	County	2/9/2024	Anvil Mnt Sub 2 Petition Anvil Mnt Sub 2 Annexation Map Anvil Mnt Sub 2 Master plan
Planning Department to determine the application is complete and accurate.	15-1-30(a)(1) & (2)	Town-	2/9/2024	.
Notification of Hearing (BOT) Due: Newspaper for Substantial Compliance Resolution & Setting Public Hearing Date (Annexation)		Town	2/20/2024	Legal Notice to paper
Town Clerk to refer annexation petition to Board of Trustees (information item only)	CRS 31-12-107 (f) SMC 15-1-30 (2)	Town	2/26/2024	Anvil Mnt Sub 2 Petition Anvil Mnt Sub 2 Annexation Map and Legal Description
Board of Trustees Meeting: Substantial Compliance Resolution & Setting Public Hearing Date (Annexation)	CRS 31-12-108 (1)	Town	2/26/2024	Anvil Mnt Sub 2 Petition (with signers redacted) Anvil Mnt Sub 2 Annexation Map Anvil Mnt Sub 2 Resolution Staff memo on Annexation
Notification of Annexation Hearing	CRS 31-12-108 (2)	Town / Newspaper	DUE: 2/27/2024 Posted: 2/29/2024 3/7/2024 3/14/2024 3/21/2024	Annexation Hearing Public Notice Anvil Mnt Sub 2 Resolution
Referrals sent to County and Special Districts* (Annexation)	31-12-108(2) – Must be done 25 days prior to Public Hearing and sent via Certified Mail SMC 15-1-30 (3)	Town	2/27/ 2024	Anvil Mnt Sub 1 Petition (with signers redacted) Anvil Mnt Sub 1 Resolution Anvil Mnt Sub 2 Petition (with signers redacted) Anvil Mnt Sub 2 Resolution Annexation Hearing Public Notice

Mail notice to Landowners within 300 feet (Annexation & Zoning)		Town	2/27/2024	Annexation Hearing Public Notice
Notification of Public Hearing Due: Planning Commission (annexation and zoning)	SMC 2-4-110	Town / Newspaper	DUE: 3/5/2024 Posted: 3/8/2024	Notification of Planning Commission Public Hearing
Planning Commission Meeting: Public Hearing Review Annexation Ordinance and Zoning Ordinance	SMC 15-1-30 (4)	Town	3/19/2024	Anvil Mnt Sub 1 Annexation Map Anvil Mnt Sub 2 Annexation Map Zoning Request Master Plan Staff memo on how the Annexation aligns with 3 mile plan and master plan
Board of Trustees Meeting: Annexation Hearing	CRS 31-12-109 CRS 31-12-110 SMC 15-1-50	Town	3/27/2024	Anvil Mnt Sub 2 Petition (with signers redacted) Anvil Mnt Sub 2 Annexation Map Anvil Mnt Sub 2 Resolution Anvil Mnt Sub 2 Annexation Ordinance Zoning Ordinance? Staff memo on on how the Annexation aligns with 3-mile plan and master plan Findings of Fact Resolution
Record with the County	CRS 31-12-113	Town & County	3/28/2024	3 Copies of Anvil Mnt Sub 2 Annexation Map Original Annexation Ordinance
Annexation Date	CRS 31-12-113		3/28/2024	
Documents Required				
Document			Due Date	
Anvil Mnt Sub 2 Petition			2/9/2024	
Anvil Mnt Sub 2 Substantial Compliance Resolution Legal Notice			2/30/2024	
Anvil Mnt Sub 2 Substantial Compliance Resolution			2/21/2024	
Legal Notification of Annexation Hearing			2/13/2024	
Anvil Mnt Sub 2 Annexation Ordinance			3/15/2024	
Zoning Ordinance			3/15/2024	



Adjacent landowner Notification		2/26/2026	
Notification of Planning Commission Public Hearing Due:		3/5/2024	
Planning Commission Memo on Annexation, master plan, 3 mile plan		3/14/2024	
Anvil Mnt Sub 2 Fining of Facts Resolution		3/20/2024	

## **STAFF REPORT**

**To:** Town of Silverton Board of Trustees  
**From:** Shelia Booth, AICP, *Contracted Town Planner, CPS*  
**Through:** Lucy Mulvihill, *Community Development Director*  
**Date:** February 26, 2024  
**RE:** Resolution 2024-06 & Town of Silverton Three-Mile Plan

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### **PURPOSE:**

Colorado Revised Statutes (CRS) requires municipalities to plan for growth and expansion related to infrastructure and services within the three-mile area around the current town limits (CRS 31-12-105). Adopting a Three-Mile Plan is required prior to annexing property into the Towns jurisdiction and is to be updated annually.

CRS 31-12-105 e. I. Except as otherwise provided in this paragraph (e), no annexation may take place that would have the effect of extending a municipal boundary more than three miles in any direction from any point of such municipal boundary in any one year. Within said three-mile area, the contiguity required by section 31-12-104 (1)(a) may be achieved by annexing a platted street or alley, a public or private right-of-way, a public or private transportation right-of-way or area, or a lake, reservoir, stream, or other natural or artificial waterway. Prior to completion of any annexation within the three-mile area, the municipality shall have in place a plan for that area that generally describes the proposed location, character, and extent of streets, subways, bridges, waterways, waterfronts, parkways, playgrounds, squares, parks, aviation fields, other public ways, grounds, open spaces, public utilities, and terminals for water, light, sanitation, transportation, and power to be provided by the municipality and the proposed land uses for the area. Such plan shall be updated at least once annually. Such three-mile limit may be exceeded if such limit would have the effect of dividing a parcel of property held in identical ownership if at least fifty percent of the property is within the three-mile limit. In such event, the entire property held in identical ownership may be annexed in any one year without regard to such mileage limitation. Such three-mile limit may also be exceeded for the annexation of an enterprise zone.

The Town adopted its Three-Mile Plan in 2023 and no changes have been made to the document or to the Town's boundaries since the adoption of the 2023 Three-Mile Plan.

### **SCOPE:**

The Three-Mile Plan includes sections related to:

1. Eligibility standards;
2. Infrastructure capacity and expansion;
3. Annexation and growth policies;
4. Conformance with Town planning documents and regulations; and
5. Three-Mile Plan Map.

**ANALYSIS OF IMPACTS:**

Adoption of a Three-Mile Plan does not obligate the Town to accept annexations or development; and it does not obligate property owners within the three-mile boundary to annex to the Town. The document is a planning tool to assist the Town in making reasonable and sound growth decisions. Furthermore, it is required to be adopted for the Town to approve petitions for annexation, if requested by petitioners and found to be compliant and consistent with the Compass Master Plan, the Silverton Municipal Code provisions, and other applicable rules, regulations, standards, and policies of the Town.

**PLANNING COMMISSION RECOMMENDATION:**

At the February 20, 2024 Planning Commission meeting, the Commission voted unanimously to recommend approval of the Town of Silverton 2024 Three-Mile Plan, as presented, to the Board of Trustees.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Trustees approve Resolution 2024-06 and the Town of Silverton 2024 Three-Mile Plan to the Board of Trustees.

However, this is a decision for the Board to make, and the Board may choose to approve or deny the Three-Mile Plan based on the testimony and evidence it hears. Two sample motions are included below for convenience only. They do not limit the evidence the Board can rely on or the decision the Board makes.

**Sample Motion for Approval:**

I move to recommend approval of Resolution 2024-06 and the Town of Silverton 2024 Three-Mile Plan as presented, finding the Plan is in conformance with the requirements of the Colorado Revised Statutes. §31-12-105.

**Sample Motion for Denial:**

I move to deny Resolution 2024-06 and the Town of Silverton 2024 Three-Mile Plan as presented, finding the Plan is in NOT conformance with the requirements of the Colorado Revised Statutes. §31-12-105. [insert explanation supported by the evidence here].

**ATTACHMENTS:**

1. Resolution 2024-06
2. Town of Silverton 2024 Three-Mile Plan



## RESOLUTION 2024-06

### **A RESOLUTION OF THE TOWN OF SILVERTON ADOPTING THE 2024 THREE- MILE PLAN**

**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**, the Town has previously adopted a comprehensive plan for the development of the Town pursuant to C.R.S. 31-23-201, et. Seq; and

**WHEREAS**, the Board of Trustees, has previously adopted a plan for potential annexation of real property within three miles of the present municipal boundaries pursuant to C.R.S. 31-12-105(1)(e); and

**WHEREAS**, the Town has not annexed any properties since the adoption of the 2023 Three Mile Plan as approved by the Town on June 26, 2023; and

**WHEREAS**, the Planning Commission held a public hearing on and recommended approval of the 2024 Three-Mile Plan on February 20, 2024; and

**WHEREAS**, the Board of Trustees held a public hearing on the Three-Mile Plan on February 26, 2024; and

**WHEREAS**, the Board of Trustees believes it in the best interest of the Town that the plan be adopted.

**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) The 2024 Three-Mile Plan, herein attached as Exhibit A, is hereby adopted.
- (b) A copy of this Resolution shall be attached to each copy of the Plan and shall serve as an attestation that each such copy is a true and correct copy of the Three-Mile Plan as adopted.

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 26<sup>th</sup> day of February, 2024 by the Board of Trustees of the Town of Silverton, Colorado.

TOWN OF SILVERTON, COLORADO

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Shane Fuhrman, Mayor

ATTEST:

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Melina Marks Lanis, Town Clerk

# **Town of Silverton**

## **2024**

### **Three-Mile Plan**



Adopted February 26, 2024  
Town of Silverton Board of  
Trustees Resolution No. 2024-06



This document constitutes the Three-Mile Plan for the Town of Silverton, as required by and in conformance with Section 31-12-105(1)(e) of the Colorado Revised Statutes (C.R.S.). This document is adopted as a component of the Town’s Master Plan.

## **I. Purpose, Methodology and Criteria**

### **A. Purpose**

Colorado Revised Statutes Section 31-12-105(1)(e)(I) of the Municipal Annexation Act of 1965 requires that each municipality have a plan that generally describes the proposed location, character, and extent of streets, subways, bridges, waterways, waterfronts, parkways, playgrounds, squares, parks, aviation fields, other public ways, grounds, open spaces, public utilities, and terminals for water, light, sanitation, transportation and power for any annexation within three miles of the municipality. The plan shall be in place prior to annexation of additional lands. An update to the plan is required annually.

Accordingly, the intent of the Town of Silverton Three Mile Plan (or the “Plan”) is to fulfill the requirements of the Municipal Annexation Act pertaining to such plans. This Plan anticipates that requests will be made over time for the incorporation of areas into the limits of the Town of Silverton.

The Three-Mile Plan does not assume, propose, or guarantee that any property within three miles will be annexed by the Town. The process for annexation is extensive and is regulated by the requirements of C.R.S. Title 31, Article 12. This plan does not propose specific improvements or land uses for extraterritorial areas; if annexation is considered in the future, a more detailed analysis may be required.

### **B. Criteria**

The Town will annex properties in accordance with annexation policies and criteria set forth in the adopted Silverton Municipal Code and will use a process to evaluate benefits and costs of proposed annexations to ensure that the annexations will offer an overall benefit to the community. Annexation should be consistent with the adopted Master Plan.

The benefits and costs of annexation should be considered on a case-by-case basis. The annexation of County enclaves should take into consideration fiscal, social, and land use factors.

## **II. Three Mile Boundary**

The three-mile boundary is generally depicted in Exhibit A. The land areas described by this document include property in unincorporated San Juan County within the three mile boundary.

It should be noted that in the case of identical ownership of properties that are within and extend beyond the three mile area, the extended areas may be annexed so long as fifty percent of the area lies within three mile boundary.

## **III. Annexation Eligibility and Processing Criteria**

Annexation requests that demonstrate favorable benefits to the residents and taxpayers of the

Town and contribute to the Town's goal for quality growth and enhanced community character will be favorably considered for inclusion into the town. In addition, the Town desires to control the development of adjacent private lands in order to preserve and promote the best interest of the Town and its citizens. An annexation petition must meet all of the requirements of the Municipal Annexation Act and its amendments as well as applicable specific Town of Silverton's Municipal Code criteria. In addition, a conceptual planning map(s) shall be provided that illustrates all streets and other right-of-way connections in the subject property to the existing Town streets and right-of-way; location of the current and proposed Town boundary; location of utilities to which the property will connect; and proposed land use and zoning concepts, if developed. It shall be the general policy of the Town with respect to annexations and the consideration of annexation petitions that:

- a) Annexation is a discretionary act. With the exception of an initiated petition for the annexation of an enclave, the Board of Trustees shall exercise its sole discretion in the annexation of territory to the Town.
- b) The land to be annexed and the uses proposed for the land shall conform to the goals, policies and strategies of the Master Plan, as amended from time to time.
- c) The land to be annexed shall not create an unreasonable burden on the physical, social, economic or environmental resources of the Town.
- d) Certain public facilities and amenities are necessary and must be constructed and/or upgraded to Town standards as part of any territory annexed to the Town to ensure the area is served by adequate public facilities. These facilities include, but are not limited to streets, bridges, public parks, recreation areas, school sites, fire and police station sites, and storm drainage facilities.
- e) The annexation of lands to the Town shall not create any additional cost or burden on the then existing residents of the Town to provide such public facilities to any newly annexed area.
- f) The petitioner for annexation shall be responsible for paying the Town's full cost for processing the annexation petition, from initial discussion with Town staff before submittal of the petition, through the approval and recording of the final annexation documents.

#### **IV. General Policy for Annexations:**

##### **A. Town Services**

In all cases, annexation will be an important consideration before Town services are provided by the Town.

##### **B. Coordination with San Juan County**

The Town will use good faith efforts to work with San Juan County to ensure that the Town will be notified of any impending major development activity within one mile of the Town's existing boundary, particularly those that propose primary accesses through the Town or are judged to have other significant impacts on the Town. In addition, the Town will seek comments from San Juan County as a referral entity on annexations petitions received.

**C. Conformance with Existing Town Planning Documents**

All annexed property shall substantially conform to the current adopted versions of the Town of Silverton Municipal Code, Master Plan, Building Codes and all other applicable local and state statutes.

**D. Open Space Requirements**

Open space and park or trails dedication shall be a part of any annexation request considering protection of sensitive ecological areas, critical view areas, and prime habitat areas, where appropriate.

**E. Benefits/Liabilities**

In processing and reviewing annexation requests, Town staff shall prepare Annexation Impact Report, pursuant to SMC 15.1.40, based on the proposed annexation and outline the financial costs and benefits to the taxpayers of the Town.

**F. Growth Projections**

The Town should continue to develop and update the following projections in order to properly analyze the potential impact of any annexation request and update as necessary:

- Sewer and sewer line capacity;
- Public raw water capacity;
- Public water treatment capacity;
- Public water line capacity;
- Storm water capacity; and
- Minimum water pressure.

The Town shall require that each request for annexation include projections for service needs for the above items and substantiate projections for expected population increase to Silverton as a result of the annexation request.

**V. Elements**

Land Use

Land uses will be evaluated for consistency with the Town's Master Plan and for compatibility with adjacent land use patterns. Land uses should be consistent with current Town zoning districts allowed and uses by special review.

Utility Provisions

Water and sewer lines may need to be extended to new areas annexed into the Town. All new water, sanitary sewer and storm water facilities shall meet the Town's Development Standards. Properties annexing into the Town may be required to pay for extensions of utilities including: water, sewer, electric (San Miguel Power Association). Developers are typically responsible for infrastructure costs.

Zoning

Zoning of annexed areas should allow for provisions of parks, open space and recreation as referenced in the Town Master Plan and Silverton Municipal Code. Areas adjacent to Rivers, Streams, and Lakes are encouraged to be incorporated into open space, parks and recreational opportunities. Parkland dedication or cash in-lieu may be required for new residential subdivisions and development.

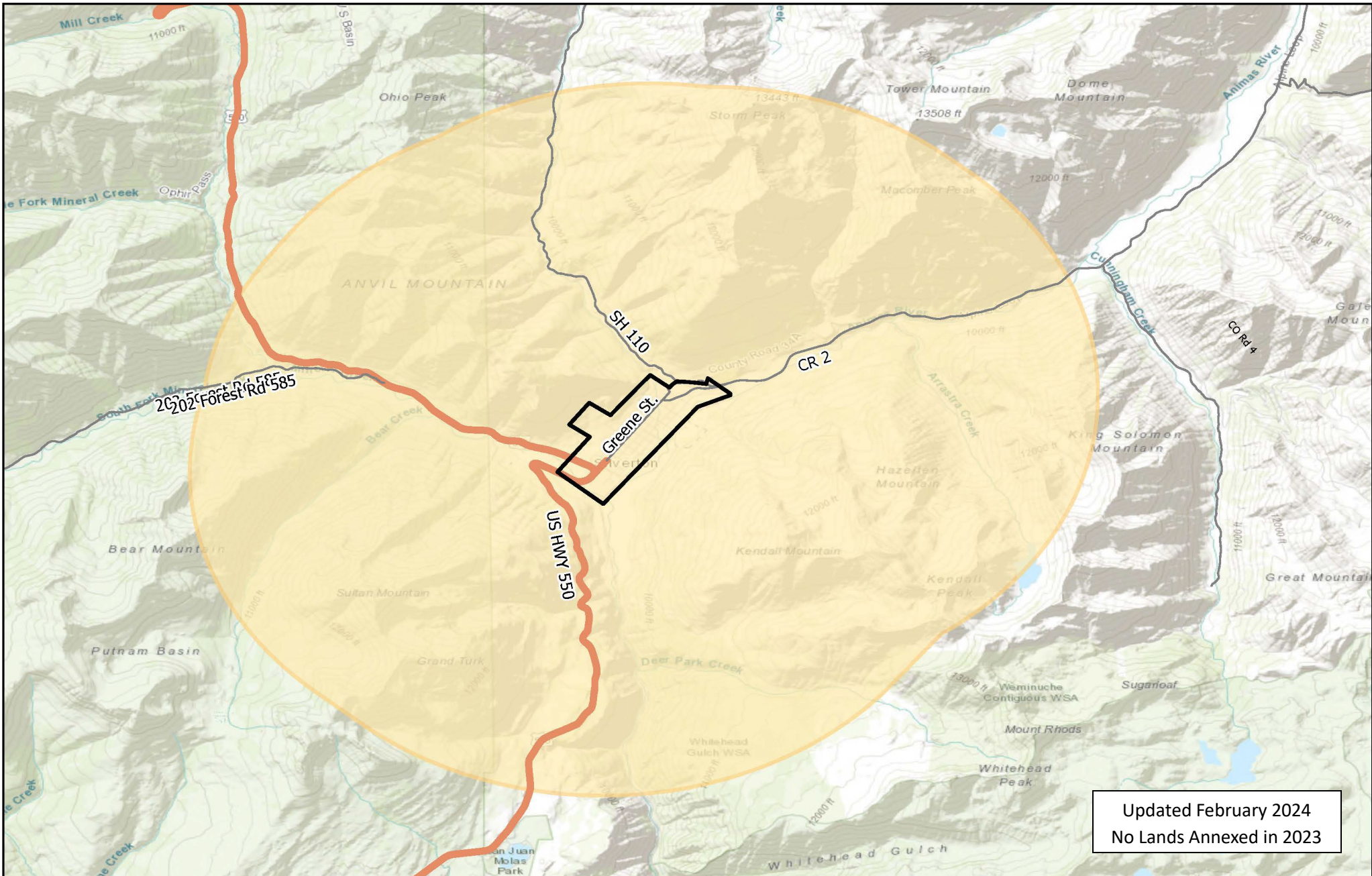
## **VI. Three Mile Area Acreage Tabulation**

The Total Acreage of the three mile area is approximately 26,565 acres.

## **VII. Summary**

The Town of Silverton considers this an important guiding document for our potential growth. It is expected that any annexation consideration, county development, or known or unknown competing interests will follow the principles of this and other community planning documents in the areas identified.

## **Exhibit A: Three Mile Plan**



Updated February 2024  
No Lands Annexed in 2023




## Three-Mile Plan

June 2023  
Created by CPS



0 0.5 1 2 Miles

### Legend

-  Town of Silverton Boundary
-  Silverton 3-Mile Area
-  Highways
-  Roads

**San Juan Regional  
Planning Commission**  
**SAN JUAN COUNTY    TOWN OF SILVERTON**  
**Silverton, Colorado 81433**  
**P.O. Box 223**

February 20, 2024

Town of Silverton Trustees  
PO Box 250  
Silverton, CO 81433

Mayor Shane Fuhrman:  
Town of Silverton Trustees    RE:    **Town of Silverton**  
Three Mile Plan

At a meeting of the San Juan Regional Planning Commission on February 20, 2024, members of that Commission discussed the Three Mile Plan presented by Town of Silverton. Sheila Boothe CPS was present to give an overview to the Planning Commission and answer questions. After discussion, the Planning Commission then made a motion to recommend that the Town of Silverton approve the Three Mile Plan for 2024 with no changes. The motion passed unanimously with a show of hands.

Thank you for considering this recommendation.

Sincerely,  
The Planning Commission Members and  
Ken Safranski, Vice-Chairman





AGENDA MEMO

SUBJECT: Resolution 2024-07 Adoption of 2024 Fee Schedule  
STAFF CONTACT: Melina Marks Lanis  
MEETING DATE: February 26, 2024

Overview:

The fee schedule is a one-stop document that lists all of the fees the Town of Silverton charges across all departments, meant to increase ease of access for both staff and community members.

Beginning in February of 2024, lodging fees were increased by \$2.00 across the board.

- Hotel/ motel lodging fees per night/ per unit/ per bed from \$2.00 to \$4.00.
- Campsite fees from \$1.00 per night/ per unit to \$3.00
- Vacation rental lodging fees from \$4.00 per night/ per unit to \$6.00.

This increase was proposed by the Board of Trustees and adopted with Resolution 2023-19 at the January 8<sup>th</sup>, 2024, Regular Trustee Meeting. The additional revenue from this increase in lodging fees will go towards the town’s water and sewer funds. This action financially supports: 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).

In accordance with Ordinance 2023-04, the cigarette sales license fee has been updated from:

- \$1.00/ per year per business license holder carrying and selling tobacco products to \$175.00/ per year.

The Public Works Department has proposed a raise in water tap installation fees and the addition of the 1.5” tap size to the fee schedule. The proposed fees are as follows:

2024 recommended water tap fee adjustments

<u>size</u>	<u>pre 2024 fee</u>	<u>adjustment (%)</u>	<u>2024 fee</u>
3/4"	\$3,152.00	10%	\$3,467.00
1"	\$3,267.00	15%	\$3,757.00
1.5"	N/A	N/A	\$4,035.00
2"	\$3,318.00	30%	\$4,313.00

The imposed fees are supported by section 13-1-50 in the Silverton Municipal Code.

In accordance with Resolution 2023-11, the adopted traffic impact fee has been added to the 2024 fee schedule. This fee indicates a \$5.00/ per ton of material in excess of 50 tons per year. This allows the Public Works Director to invoice any entity, owner, and/or contractor for the payment of Traffic Impact Fee pursuant to the terms and conditions set forth in Chapter 8, Article 4 – Traffic Impact Fee.

Additionally, an increase in cemetery fees has been proposed by the Facilities, Parks, and Recreation Department. The proposed increase would raise:

- Residential price from \$350.00/ per plot to \$400.00/ per plot
- Non-residential price from \$600.00/ per plot to \$1,000.00/ per plot
- Veteran’s discount from \$50.00 to \$100.00.

**Budget Impact:**

Fees often increased to adjust for inflation.

**Staff Recommendation:**

The Fee Schedule has been reviewed by the Finance Committee on February 20, 2024.

**Trustee Priority:**

5. Streamline processes and make more user friendly

**Motion or Direction:**

Motion to approve the adoption of Resolution 2024-07 A Resolution Adopting the Fee Schedule

2024 Fee Schedule						
Item	Description		Fee	Statutory/Local Authority (Search for resolutions that have approved the fee)		
Doing Business in Town						
New Business License	New	\$175.00	\$175.00	SMC 6-1-90		
Annual Business License Renewal	Annual Renewal	\$125.00	\$125.00	SMC 6-1-90		
Late Fee - Annual Business License Renewal	Late Fee		\$50.00	Municipal Code Sec. 6-1-90 (d-e)		
New Vacation Rental Permit	New	\$1,100.00	\$1,100.00	SMC 16-1-50		Highlight with GREEN proposed fee edits
Annual Vacation Rental Permit/Business License Renewal	Annual Renewal	\$600.00	\$600.00	SMC 16-1-50		For the 2024 Fee Schedule
Pet License	Spayed/Neutered	\$5.00	\$5.00	SMC 7-8-330		
Pet License	In Tact	\$10.00	\$10.00	SMC 7-8-330		
Sign Permit	One -Time Pmt. (See Sign Code)	\$25.00	\$25.00	SMC 16-6-60		
Temporary Banner Permit	One-Time Pmt. Good for 14 days	\$25.00		SMC 16-6-30(23)		
Document Reproduction Fees						
Document Charges	Photo Copies/Fax B&W per sheet	\$0.25	\$0.25	Resolution 2022-34		
Document Charges	Photo Copies/Fax Color per sheet	\$1.50	\$1.50	Resolution 2022-34		
Duplication/Transmission of Audio Records	Per Copy	\$1.50	\$1.50	Resolution 2022-34		
Research and Retrieval Fees	Up to 1 hr. free/after 1 hr./1 hour minimum	\$30/hr after the first hour	\$33.58/hr after first hour	24-72-205 (6) (b), C.R.S		
Lodging Fees						
Hotel/Motel Lodging Fee	Per Night/ Per Unit/ Per Bed	\$4.00	\$4.00	SMC 4-7-20		
Campsite Fee	Per Night/ Per Unit	\$3.00	\$3.00	SMC 4-7-21		
Vacation Rental Lodging Fee	Per Night/ Per Unit	\$6.00	\$6.00	SMC 4-7-22		
Retail Liquor & Tobacco						
Cigarette Sales	Annual	\$175.00	\$175.00	Ordinance 2023-04		
				DR 8500 - Colorado Liquor Enforcement Division Fee Schedule		
New Colorado Liquor Retail Sales License - Application	One Time Application w/Concurrent Review	\$1,000.00	\$1,000.00			
Renewal CO Liquor Retail Sales License - Application	Annual Application w/Concurrent Review	\$250.00	\$250.00	DR 8500		
Application Late Renewal	If submitted within 45 days prior to date of expiration	\$500.00	\$500.00	DR 8500		
Transfer of Ownership	This fee in lieu of New Application Fee	\$250.00	\$750.00	DR 8500		
Beer & Wine	In addition to application fee	included with application fee	\$48.75	DR 8500		
Gallery/Showroom Tasting Permit	In addition to application fee	included with application fee	\$3.75	DR 8500		
Bed & Breakfast	In addition to application fee	included with application fee	\$3.75	DR 8500		
Brew Pub	In addition to application fee	included with application fee	\$75.00	DR 8500		
Distillery	In addition to application fee	included with application fee	\$75.00	DR 8500		
Hotel Restaurant	In addition to application fee	included with application fee	\$75.00	DR 8500		
Lodging & Entertainment	In addition to application fee	included with application fee	\$75.00	DR 8500		
Tavern	In addition to application fee	included with application fee	\$75.00	DR 8500		
Liquor-Licensed Drug Store	In addition to application fee	included with application fee	\$22.50	DR 8500		

Vinter's Restaurant	In addition to application fee	included with application fee	\$75.00	DR 8500		
Retail Gaming Tavern	In addition to application fee	included with application fee	\$75.00	DR 8500		
Retail Liquor Store	In addition to application fee	included with application fee	\$22.50	DR 8500		
Optional Premises	In addition to application fee	included with application fee	\$75.00	DR 8500		
Change of Location	In addition to application fee	included with application fee	\$250.00	DR 8500		
Change of Trade Name/Corporate Name	In addition to application fee	included with application fee	\$0.00	DR 8500		
Manager Registration	In addition to application fee	included with application fee	\$75.00	DR 8500		
Modification of Premises	In addition to application fee	included with application fee	\$0.00	DR 8500		
Liquor License Reissuance Fee	If liquor license has expired at the time of submission		One-time local fee of \$500 (in addition to \$500 fee owed to the State)	CRS 44-3-302 2(a), CRS 44-3-302 2(d)(III)(b)		
Liquor License Reissuance Fee (After 90 Days Expiration)	If the liquor license has been expired for more than 90 days at time of submission		\$500 Fee in addition to late fee above	CRS 44-3-302 d(III)(c)		
Liquor License Reissue Fine	If the liquor license has been expired for more than 90 days at time of submission		\$25 per day after the 90th day that license was expired up to and including date of submission	CRS 44-3-302 d(III)(c)		
Retail Marijuana						
New Retail Marijuana License	*	Local: \$1500.00	Local: \$1500.00	1 CCR 212-3		
Renewal Retail Marijuana License	*	Local: \$1000.00	Local: \$1000.00	1 CCR 212-3		
New Medical Marijuana License	*	Local: \$1500.00	Local: \$1500.00	1 CCR 212-3		
Renewal Medical Marijuana License	*	Local: \$1000.00	Local: \$1000.00	1 CCR 212-3		
New Marijuana Cultivation License	*	Local: \$1500.00	Local: \$1500.00	1 CCR 212-3		
Renewal Marijuana Cultivation License	*	Local: \$1000.00	Local: \$1000.00	1 CCR 212-3		
New Marijuana Extraction/Infusion License	*	Local: \$1500.00	Local: \$1500.00	1 CCR 212-3		
Renewal Marijuana Extraction/Infusion License	*	Local: \$1000.00	Local: \$1000.00	1 CCR 212-3		
Special Events in Town						
Special Event Application Fee (Under 250 Participants)	For public events that utilize Town property or public right of ways.	\$100.00	\$100.00	Resolution 2022-34		
Special Event Application Fee (250-1000 Participants)	For public events that utilize Town property or public right of ways.	\$200.00	\$200.00	Resolution 2022-34		
Special Event Application Fee (Over 1,000 Participants)	For public events that utilize Town property or public right of ways.	Fee to be negotiated and spelled out in contract approved by Town Council.	Fee to be negotiated and spelled out in contract approved by Town Council.	Resolution 2022-34		
Special Event Vendor Permit - Per Day	*	\$35.00	\$35.00	Municipal Code Sec.6-1-40 (d)		
Special Event Vendor Permit - Annual	unlimited for a calendar year	\$50.00	\$50.00	Municipal Code Sec.6-1-40 (d)		
Banner Permit	7 days, Town Entrance or KMRA Entry	\$100.00	\$100.00	Resolution 2022-34		
Parade Permit	Waived for 81433 non-profits	\$50.00	\$50.00	Resolution 2022-34		
Film Public Right of Way Closure (Greene or Blair)	Includes alleys, sidewalks and streets, 4 blocks for max of 4 hrs, waived for 81433 non-profits,	\$500/ 4 hrs	\$500/ 4 hrs	Resolution 2022-34		
Film Public Right of Way Closure Permit (other than Greene or Blair)		\$250/4 hrs	\$250/4 hrs	Resolution 2022-34		

Barricade Rental	metal special event barricades (does not include labor) IHBC receives free usage in exchange for their donation	\$1.50 per barricade per day, 10 barricade minimum	\$1.50 per barricade per day, 10 barricade minimum	Resolution 2022-34		
Barricade Setup/Breakdown	*	\$50 pp/ph	\$50 pp/ph	Resolution 2022-34		
Film Permit	Applicable on Town-Owned Property or Public Right of Way Only. Per day plus applicable facility rental fees/Location Fee TBD via contract, fee is usually waived for low-impact productions. Can be administratively approved.	\$150.00	*	Resolution 2022-34		
Fireworks Permit	Non-Governmental Pyrotechnic Vendors	\$100.00	\$100.00	Resolution 2022-34		
Special Event Liquor Permit	* Approval from Local Liquor Licensing Authority	Daily Local Fee \$25.00 Malt, Vinous and Spirituous Liquor Daily Local Fee \$10.00 Fermented Malt Beverage	Daily Local Fee \$25.00 Malt, Vinous and Spirituous Liquor Daily Local Fee \$10.00 Fermented Malt Beverage	Municipal Code Section 6-2-130		
Promotion Association Certification Fee	* Approval from Local Liquor Licensing Authority	\$1,000.00	\$1,000.00	2-47-301(11) CRS		
Common Consumption Area Certification Fee	* Approval from Local Liquor Licensing Authority	\$500.00	\$500.00	2-47-301(11) CRS		
Facility Rentals						
All Facilities - 81433 Non-Profit Rate	6 days free use of any Town facility annually. 50% discount on additional usage. Excludes Kendall during peak season weekends (Fri - Sun from June - Sept). Individuals or businesses hosting events for the express purpose of fundraising for an 81433 non-profit are also eligible. Not Transferrable.	6 days free / Annually 50% discount for additional usage	6 days free / Annually 50% discount for additional usage	Resolution 2022-34		
All Facilities- Local Individual/Business	30% discount excludes Kendall during peak season weekends (Fri - Sun from June - Sept). Not Transferrable.	30% discount	30% discount	Resolution 2022-34		
All Facilities- Non-Local Non-Profit Rate	25% discount excludes Kendall during peak season weekends (Fri - Sun from June - Sept). Not Transferrable.	25% discount	25% discount	Resolution 2022-34		
All Facilities- "Quasi-Governmental" Rate	No charge for public meetings that are free to attend and on topics that affect the community. "Grandfathered" organizations include: Blair St Merchants Assn, San Juan County Gov't. Silverton School, Fire Dept, SJDA, SAR, SWCO Council of Govt's, Operation Link Up. All 81433 non-profits can be included in this category for meetings open to the general public. Excludes Kendall during peak season weekends (Fri - Sun, June through Sept).	FREE	FREE	Resolution 2022-34		
All Facilities- Active Duty Military Rate	10% discount, includes peak season. Must show proof of Active Duty status (ie valid military ID card).	-	10% Discount	Resolution 2022-34		
Town Hall Assembly Room - Half Day	25% non-refundable reservation dep., \$500 damage dep. Damage deposit increases to \$1,000 with food/alcohol	\$300.00	\$300.00	Resolution 2022-34		
Town Hall Assembly Room - Full Day	25% non-refundable reservation dep., \$500 damage dep. Damage deposit increases to \$1,000 with food/alcohol	\$500.00	\$500.00	Resolution 2022-34		
Memorial Park (includes Gazebo) - Half Day	25% non-refundable reservation dep., \$300 damage dep.	\$300.00	\$300.00	Resolution 2022-34		
Memorial Park (includes Gazebo) - Full Day	25% non-refundable reservation dep., \$300 damage dep.	\$500.00	\$500.00	Resolution 2022-34		
Columbine Park (w/o stage) - Half Day	25% non-refundable reservation dep., \$300 damage dep.	\$150.00	\$150.00	Resolution 2022-34		
Columbine Park (w/o stage) - Full Day	25% non-refundable reservation dep., \$300 damage dep.	\$250.00	\$250.00	Resolution 2022-34		
Columbine Park with Stage - Half Day	25% non-refundable reservation dep., \$500 damage dep.	\$350.00	\$350.00	Resolution 2022-34		
Columbine Park with Stage - Full Day	25% non-refundable reservation dep., \$500 damage dep.	\$450.00	\$450.00	Resolution 2022-34		
Ballfield	25% non-refundable reservation dep., \$300 damage dep.	\$200.00	\$200.00	Resolution 2022-34		
Ballfield - Helicopter Landing	25% non-refundable reservation deposit, San Juan County EMS not subject to fees	\$675.00	\$675.00	Resolution 2022-34		

Molas Lake Park Wedding/Group Site	25% non-refundable reservation dep., \$300 damage dep. Includes wedding site composed of 4 RV sites (URV1 - URV3 & SRV1) and parking composed of 8 sites (RC1 - RC8). Wedding bookings are encouraged to reserve prior to the Jan 1 opening date for regular campground reservations.	\$644 - regular \$966 - holiday, per day	\$644 - regular \$966 - holiday, per day	Resolution 2022-34		
Kendal Mtn Community Center - Community Activites	FREE for public use Monday-Thursday (Peak Season) Excludes Ski Lift Operating Days/Winter Special Events	FREE	FREE	Resolution 2022-34		
Kendall Mtn Community Center - PEAK WEEKDAY (Monday - Thursday, Jun 1 - September 30)	25% non-refundable reservation dep., \$1,000 damage dep. Rental includes south field and all furniture in building.	\$1,875 - 1st day \$500 - additional days	\$1,875 - 1st day \$500 - additional days	Resolution 2022-34		
Kendall Mtn Community Center - PEAK WEEKEND (Friday - Sunday, Jun 1 - September 30)	25% non-refundable reservation dep., \$1,000 damage dep. Rental includes south field and all furniture in building. Minimum 2 day rental. No discounts or free usage	\$2,000 - 1st day, \$750 for 2nd day, \$500 for additional days.	\$2,000 - 1st day, \$750 for 2nd day, \$500 for additional days.	Resolution 2022-34		
Kendall Mtn Community Center - Off Peak (April - May & Oct - Nov.)	25% non-refundable reservation dep.	\$1,300 - 1st day \$350 - additional days	\$1,300 - 1st day \$350 - additional days	Resolution 2022-34		
Kendall Mtn Community Center - Winter (Dec - March)	25% non-refundable reservation dep., \$1,000 damage dep. Exclusive use of ballroom, shared use of kitchen/lounge/restrooms, no use of loft. Must not interfere with KMSA operations	\$750 - 1st day \$200 - additional days	\$750 - 1st day \$200 - additional days	Resolution 2022-34		
Kendall Mtn Community Center - Camping	25 or fewer people	\$75/day	\$75/day	Resolution 2022-34		
Kendall Mtn Community Center - Camping	26 - 50 people	\$150/day	\$150/day	Resolution 2022-34		
Kendall Mtn Community Center - Camping	51 - 100 people	\$300/day	\$300/day	Resolution 2022-34		
Kendall Mtn Community Center - Camping	101 - 150 people	\$450/day	\$450/day	Resolution 2022-34		
Kendall Mtn Community Center - Camping	151 - 200 people	\$600/day	\$600/day	Resolution 2022-34		
Kendall Mtn Community Center - Camping	201 - 250 people	\$750/day	\$750/day	Resolution 2022-34		
Facility Cleaning Fees	If facility is left in unsatisfactory condition	\$50 pp/ph	\$50 pp/ph			
<b>Special Event Equipment Rental</b>						
White Chiavari Chairs for off site use (included in cost of KMCC rental)	Up to 25 chairs	\$75.00	\$75.00	Resolution 2022-34		
White Chiavari Chairs for off site use (included in cost of KMCC rental)	26-50 chairs	\$125.00	\$125.00	Resolution 2022-34		
White Chiavari Chairs for off site use (included in cost of KMCC rental)	51-100 chairs	\$250.00	\$250.00	Resolution 2022-34		
White Chiavari Chairs for off site use (included in cost of KMCC rental)	101-150 chairs	\$375.00	\$375.00	Resolution 2022-34		
White Chiavari Chairs for off site use (included in cost of KMCC rental)	151-200 chairs	\$500.00	\$500.00	Resolution 2022-34		
White Chiavari Chair damage fee	Per Chair	-	\$50.00	Resolution 2022-34		
<b>Public Works Traffic Impact</b>						
Traffic Impact Fee	\$5.00/ per ton of material in excess of 50 tons per year	\$5.00	\$5.00	Resolution 2023-11		
<b>Public Works Equipment Rentals</b>						
<b>Work Item w/out Operator (EQUIPMENT ONLY RENTED WITH OPERATOR)</b>	<b>Minimum Charge</b>	<b>Hourly Rate</b>				
Man Lift	\$260/4 hours	\$65.00	\$71.50			
Labor (regular hours)	\$40	\$50.00	\$55.00			
Labor (overtime)	\$50	\$60.00	\$66.00			
Road Grader	One Hour Minimum	\$125.00	\$137.50			
10 Yard Truck	One Hour Minimum	\$85.00	\$93.50			
Loader	One Hour Minimum	\$120.00	\$132.00			
Mini Hoe	One Hour Minimum	\$100.00	\$110.00			
Backhoe	One Hour Minimum	\$120.00	\$132.00			
Air Compressor	Per Day	\$150.00	\$165.00			
Snowmobile Grooming	One Hour Minimum	\$60.00	\$66.00			
Snow Cat Grooming	One Hour Minimum	\$125.00	\$137.50			

Public Works Water/Wastewater						
Raw Water	Per Gallon	\$0.39	\$0.15	Resolution 2022-16		
Raw Sewage	Per Gallon	\$0.10	\$0.10	SMC-7-4-10		
Water Tap	3/4" water tap	\$3,467.00	\$3,467.00	SMC 13-1-50		
Water Tap	1" water tap	\$3,757.00	\$3,757.00	SMC 13-1-50		
Water Tap	1.5" water tap	\$4,035.00	\$4,035.00	SMC 13-1-50		
Water Tap	2" water tap	\$4,313.00	\$4,313.00	SMC 13-1-50		
Sewer Tap	sewer tap	\$3,152.00	\$3,152.00	SMC 13-1-50		
Water Plant Investment	one time fee	\$4,651.00	\$4,651.00	SMC 13-1-50		
Sewer Plant investment	one time fee	\$2,774.00	\$2,774.00	SMC 13-1-50		
Planning, Zoning & Building						
Plan Review Fee: Charge is 50 % of building permit fee for structures receiving permits under IRC guidelines and 65% of building permit fee for structures receiving permits under IBC guidelines. This fee is separate and in addition to the building permit fee. Incomplete plans or plans that have been modified as to require additional plan review fees shall be charged applicable fee shown.		*Fees Doubled for work commencing before permit issuance	*Fees Doubled for work commencing before permit issuance	SMC 13-2-90,		
Annexation Petition	n/a	\$500.00	\$500.00	Municiple Code Sec. 15-1-30 (a)		
BA-Zoned Site Plan Review / AROD	n/a	\$500.00	\$500.00	AROD Municiple Code Sec. 16-4-800		
Accessory Dwelling Unit - Use Subject to Review - Application		\$500.00	\$500.00	Municiple Code Sec. 16-8-80 (c)		
Hazard District Use Subject to Review - Application	Avalanche, Flood, Slope	\$500.00		Miniciple Code Sec. 16-1-50 (a) AVY- MC Sec. 16-4-260 (1.a). Slope- Sec. 16-4-420???		
Historic Overlay District Review	n/a	\$250.00 - \$500.00	\$500.00			
Business Auto (BA) Zone & Use Plan Review	n/a	\$500.00	\$500.00			
Planned Unit Development (PUD)	n/a	\$500.00	\$500.00	Municiple Codes Sec. 17-8-20/ Sec. 17-2-20 (d. 1)		
Subdivision Sketch Plan/ Outline Devel Plan	n/a	\$500.00	\$500.00	Municiple Codes Sec. 17-2-20 (d. 1)		
Subdivision Preliminary Plan	n/a	\$500.00	\$500.00	Municiple Codes Sec. 17-2-20 (d. 1).		
Subdivision Final Plat	n/a	\$500.00	\$500.00	Municiple Codes Sec. 17-1-20 (c)		
Use Subject to Review - Application	n/a	\$500.00	\$500.00	Municiple Codes Sec. 16-1-50 (a)		
Variance and Appeal w/Board of Adjustment	n/a	\$500.00	\$500.00	Municiple Code Sec. 17-7-10		
Re-zoning	n/a	\$500.00	\$500.00			
Building Permit/ Excavation Permit	\$1 to \$500	\$30.00	\$30.00	Res. 2008-21		
Building Permit/ Excavation Permit	\$501 to \$2000	\$30 for the 1st \$500 + \$3.60 for ea. additional \$100	\$30 for the 1st \$500 + \$3.60 for ea. additional \$100	Res. 2008-21		



Building Permit/ Excavation Permit	\$2001 to \$25,000	\$84 for the 1st \$2000 + \$17 for ea. additional. \$1000	\$84 for the 1st \$2000 + \$17 for ea. additional. \$1000	Res. 2008-21		
Building Permit/ Excavation Permit	\$25,001 to \$50,000	\$475 for the 1st \$25,000 + \$12.50 for ea. additional \$1000	\$475 for the 1st \$25,000 + \$12.50 for ea. additional \$1000	Res. 2008-21		
Building Permit/ Excavation Permit	\$50,0001 to \$100,000	\$787.50 for the 1st \$50,000 + \$8.75 for ea. Additional \$1000	\$787.50 for the 1st \$50,000 + \$8.75 for ea. Additional \$1000	Res. 2008-21		
Building Permit/ Excavation Permit	\$100,001 to \$500,000	\$1,225 for the 1st\$100,000 + \$7 for ea. additional \$1000	\$1,225 for the 1st\$100,000 + \$7 for ea. additional \$1000	Res. 2008-21		
Building Permit/ Excavation Permit	\$500,001 to \$1,000,000	\$4025 for the 1st \$500,000 + \$6 for ea. Additional \$1000	\$4025 for the 1st \$500,000 + \$6 for ea. Additional \$1000	Res. 2008-21		
Building Permit/ Excavation Permit	\$1,000,001 and up	\$7025 for the 1st \$1,000,000 + \$5 for ea. Additional \$1000	\$7025 for the 1st \$1,000,000 + \$5 for ea. Additional \$1000	Res. 2008-21		
Temporary Structure Permit		\$50.00	\$50.00	Res. 2008-21		
Shipping Container permit		\$125.00	\$125.00	Res. 2008-21		
Manufactured Home Permit	exclusive of excavation permit (appendix E IRC)	\$350.00	\$350.00	Res. 2008-21		
Mobile Home Permit		\$100.00	\$100.00	Res. 2008-21		
Temporary Certificate of Occupancy (TCO)	and extensions	\$40.00	\$40.00	Res. 2008-21		
Inspections outside of normal business hours	per hour/two hour minimum	\$40.00	\$40.00	Res. 2008-21		
Re-inspection fees assessed under provisions of Sec. 108.7 IRC & IBC	per hour	\$50.00	\$50.00	Res. 2008-21		
Inspection when no fee is specified	per hour/one hour minimum	\$50.00	\$50.00	Res. 2008-21		
Additional plan review required by changes, additions, revisions to plans	per hour	\$50.00	\$50.00	Res. 2008-21		
Use of Outside Consultants for plan checking/inspections	per hour/one hour minimum	\$50.00	\$50.00	Res. 2008-21		
Municipal Court Fines and Fees						
Witness Fee	n/a	\$5.00	\$5.00	SMC 2-5-240 references Fee schedule		
Request of Jury	n/a	\$25.00	\$25.00	SMC 2-5-410 References fee schedule		
Juror Fee	Participation per hour	\$6.00	\$6.00	SMC 2-5-460 References Fee Schedule		
Administration Fee	Court Appearance	\$100.00	\$100.00			
Administration Fee	Attendance	\$3.00	\$3.00			
Parking Fine	Handicapped Parking Zone MTC 1208	\$200.00	\$200.00	SMC 8-2-10		
Parking Fine	Parking in Alley	\$25.00	\$25.00	SMC 8-2-10		
Parking Fine	Parking when Snow Route declared MTC 1204-2(1)	\$25.00	\$25.00	SMC 8-2-10		
Parking Fine	Failed to move vehicle on side street within 24 hours for Snow Removal 11-1-50	\$25.00	\$25.00	SMC 8-2-10		
Parking Fine	Restricted/Prohibited Zone MTC 1204(1)(K)	\$25.00	\$25.00	SMC 8-2-10		
Parking Fine	Too close to fire hydrant MTC 1204(2)(b)	\$100.00	\$100.00	SMC 8-2-10		

Parking Fine	Parked in Crosswalk MTC 1204(1)(c)	\$25.00	\$25.00	SMC 8-2-10		
Parking Fine	Parked in Fire Lane MTC 1204(1)(d)	\$100.00	\$100.00	SMC 8-2-10		
Parking Fine	Double Parked MTC 1204(1)(f)	\$25.00	\$25.00	SMC 8-2-10		
Parking Fine	Blocking Private Driveway MTC 1204(2)(a)	\$25.00	\$25.00	SMC 8-2-10		
Parking Fine	Too close to intersection MTC 1204(1)(b)	\$25.00	\$25.00	SMC 8-2-10		
Parking Fine	Parked on Sidewalk MTC 1204(1)(a)	\$25.00	\$25.00	SMC 8-2-10		
Parking Fine	Obstructing Traffic Lane MTC 1204(1)(e)	\$25.00	\$25.00	SMC 8-2-10		
Parking Fine	OHV Where Prohibited SMC 8-3-40	\$75.00	\$300.00	SMC 8-3-30 is new code after OHV ban. Resolution 2022-07 raises fine to \$300		
Cemetery						
Resident		\$350.00	\$400.00			
Non-Resident		\$600.00	\$1,000.00			
Veteran		\$50.00 DISCOUNT	\$100.00 DISCOUNT			
Notorial Services						
Performed at Town Hall	Per Document (State Approved Max Fee)	\$5.00	\$5.00			



## RESOLUTION 2024-07

### **A RESOLUTION ADOPTING A FEE SCHEDULE FOR THE USE OF TOWN FEES AS REFERENCED IN THE SILVERTON MUNICIPAL CODE**

**WHEREAS**, The Board of Trustees for the Town of Silverton, Colorado recognized the need for a uniform fee schedule; and

**WHEREAS**, the Town Clerk has presented the Finance Committee on February 20, 2024 with an annually revised fee schedule that was recommended for approval; and

**WHEREAS**, the Town Clerk has presented the Town with an annually revised fee schedule that is subject to formal review by the Town Board of Trustees; and

**WHEREAS**, the Board has determined through inspection and review that some fees be increased and adjusted to support use, staff implementation and facility maintenance. The Board has determined them to be fair, equitable, and necessary to the operation and success of Town function.

### **NOW THEREFORE IT BE RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF SILVERTON, COLORADO, that:**

This Resolution applies only to fees included in the Fee Schedule; and voids previous occurrences, mention or implementation specific to those by Resolution.

The Town offers a discount to local residents and local non-profit entities. Such discounts have been included in the fee schedule and are subject to review by the Town Board of Trustees.

The Town may offer additional discounts to entities that provide a positive economic benefit to the Town. Such discount requests must be made via written application by an Official or Administrator of the entity requesting a discount.

The attached fee schedule (Attachment A), is hereby adopted and approved in its entirety and shall be effective immediately upon approval of this Resolution.

**THIS RESOLUTION was approved and adopted the 26 day of February, 2024 by the Board of Trustees of the Town of Silverton, Colorado.**

ATTEST:

TOWN OF SILVERTON:

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Melina Marks Lanis, Town Clerk

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Shane Fuhrman, Mayor

## Statistical Summary

Company: Z9X - Town of Silverton    Service Center: 0075 Northern California    Status: Cycle Complete  
 Week#: 8    Pay Date: 02/23/2024    P/E Date: 02/17/2024  
 Qtr/Year: 1/2024    Run Time/Date: 15:12:43 PM EST 02/21/2024

<b>Taxes Debited</b>	Federal Income Tax	4,284.10
	Earned Income Credit Advances	0.00
	Social Security - EE	3,119.76
	Social Security - ER	3,119.78
	Social Security Adj - EE	0.00
	Medicare - EE	729.68
	Medicare - ER	729.63
	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	1,885.52
	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	402.55
	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
	<b>Total Taxes Debited</b>	<b>14,271.02</b>
<b>Other Transfers</b>	ADP Check Acct. No. XXXXXXXX8915Tran/ABAXXXXXXXX	1,781.48
	Full Service Direct Deposit Acct.	37,411.02

Wage Garnishments Acct. No. XXXXXXXXXXXX8915Tran/ABAXXXXXXXXXX		92.30	Total Liability
Total Amount Debited From Your Account		53,555.82	53,555.82
Adjustments/Repay/Voids		0.00	53,555.82
Bank Debts & Other Liability			
Taxes- Your Responsibility		None this payroll	53,555.82







**Statistical Summary - Statistics**

Company:Z9X - Town of Silverton  
 Week#:8  
 Qtr/Year: 1/2024

Service Center:0075 Northern California  
 Pay Date:02/23/2024  
 Run Time/Date:15:12:43 PM EST 02/21/2024

Status:Cycle Complete  
 P/E Date:02/17/2024

Statistics	Amount	Number of Pays
Gross Pay	50,378.25	
Vouchers		
eVouchers		32
Checks (A)	1,781.48	2
Direct Deposits (B)	37,411.02	32
Adjustments/Prepay/Voids (C)	0.00	
Net Payroll (A + C)	1,781.48	
Net Cash (A + B)	39,192.50	
Net Pay Liability (A + B + C)	39,192.50	
Other Transfers (D)	39,284.80	
Taxes - debited from your account (E)	14,271.02	
Total Amount Debited from your Account (D + E)	53,555.82	
Taxes - your responsibility (F)	0.00	
Company Liability (C + D + E + F)	53,555.82	
Net Cash pays 1,000.00 or more		19
Flagged Pays		11



### Statistical Summary - Federal Taxes

Company:Z9X - Town of Silverton  
 Week#:8  
 Qtr/Year:1/2024

Service Center:0075 Northern California  
 Pay Date:02/23/2024  
 Run Time/Date:15:12:43 PM EST 02/21/2024

Status:Cycle Complete  
 P/E Date:02/17/2024

Federal Tax Type	EE Withheld	ER Contribution	EE Taxable Amount	ER Taxable Amount
Federal Income Tax	4,284.10		49,303.86	
Social Security	3,119.76	3,119.78	50,319.09	50,319.09
Medicare	729.68	729.63	50,319.09	50,319.09
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#:8  
 Qtr/Year:1/2024

Service Center:0075 Northern California  
 Pay Date:02/23/2024  
 Run Time/Date:15:12:43 PM EST 02/21/2024

Status:Cycle Complete  
 P/E Date:02/17/2024

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	1,885.52		49,303.86			
CO	Unemployment Tax		402.55		50,319.09	0.80	



**Statistical Summary - Hours & Earnings**

Company:Z9X - Town of Silverton  
Week#:8  
Qtr/Year: 1/2024

Service Center:0075 Northern California  
Pay Date:02/23/2024  
Run Time/Date:15:12:43 PM EST 02/21/2024

Status:Cycle Complete  
P/E Date:02/17/2024

Field Number	Hours/Earnings Code	Description	Hours	Earnings
1	Regular		1,921.32	44,498.65
2	Overtime		73.72	2,906.35
3	CTM	Comp Time T	23.42	
3	PTO	P.T.O.	105.13	2,973.25





## Statistical Summary - Memos

Company:Z9X - Town of Silverton  
 Week#:8  
 Qtr/Year:1/2024

Service Center:0075 Northern California  
 Pay Date:02/23/2024  
 Run Time/Date:15:12:43 PM EST 02/21/2024

Status:Cycle Complete  
 P/E Date:02/17/2024

Memo Code	Description	Memo
DEN	Employer De	352.50
HLT	Employer He	7,416.00
LIF	Employer Li	52.29
LIN	EmployerLin	100.50
MAT	CCOERA ER 4	1,015.23
PTO	PTO Availa	1,672.32
VIS	Employer Vi	74.58
X01	401K MAX EL	50,378.25





# Town of Silverton

REGULAR MEETING – Silverton Board of Trustees  
Silverton Town Hall – February 12, 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](http://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](mailto: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 Harper, Trustee Bierma, Trustee Edwards, Trustee George, Mayor Pro Tem Barney, Mayor Fuhrman

**Absent:**

**Staff:** Administrator Kaasch-Buerger, Clerk Melina Marks, C&E Manager Nathan Baxter, CDD Lucy Mulvihill, Clayton Buchner

**Regular Meeting @ 7:03pm**

1) Staff and/or Board Revisions to Agenda

- Nathan Baxter provided an update for the public regarding the revised agenda.

2) Public Comment - *Comments must be limited to three (3) minutes in duration.*

- No public comment.

3) Presentations/Proclamations

4) New Business

a) PUBLIC HEARING: 1129 Greene St Exterior Renovations within the Architectural Review Overlay District and Historic Overlay District

- Chris Masar from CPS introduced the application being presented to the board and provided an overview of the proposed project.
- Mayor Fuhrman asked why this didn't go before the planning commission.
- Chris Masar said that because of the types of renovations it did not need to go before the planning commission.
- Architect Tim Strow for the project spoke about the renovation plans and what has been approved thus far.
- Mr. Strow stated that the door in question for the location of the ATM is not a historic door; there was a fire at some point and the door was added to the building, however it is not original nor historical.
- Mayor Fuhrman expressed support.



# Town of Silverton

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- Trustee George expressed support.
- Trustee Kranker expressed support.
- Trustee Edwards expressed support.
- Trustee Bierma expressed support.
- Mayor Pro Tem Barney expressed support.

**Trustee Harper moved, and Trustee George seconded to approve the application for 1129 Greene St Exterior Renovations within the Architectural Review Overlay District and Historic Overlay District as presented with the conditions included in the packet. Passed unanimously with roll call.**

- b) PUBLIC HEARING: Ordinance 2024-01 An Ordinance Amending Chapter 16, Article 4, Division 6, of the Silverton Municipal Code by amending the requirements of the Architectural Review Overlay District
- CDD Lucy Mulvihill provided background information regarding the proposed ordinance.
  - If approved, the second reading of this ordinance will take place on February 26<sup>th</sup> and be enacted March 27<sup>th</sup>.

**Trustee Kranker moved, and Trustee Harper seconded to approve Ordinance 2024-01 An Ordinance Amending Chapter 16, Article 4, Division 6, of the Silverton Municipal Code by amending the requirements of the Architectural Review Overlay. Passed unanimously with roll call.**

- c) Notice of Petition to Annex and Resolution 2024-03 Substantial Compliance Resolution for the Annexation of Anvil Mountain Subdivision
- Clerk Melina Marks stated that the annexation petition was filed on January 29<sup>th</sup> and was signed by 86% of landowners.
  - CDD Lucy Mulvihill provided a detailed overview of the annexation process up until now and the process moving forward; explaining how the annexation process will occur in 2 segments back-to-back.
  - Trustee George asked if the full annexation will be completed before the upcoming election.
  - Administrator Kaasch-Buerger and CDD Lucy Mulvihill stated that if the timeline goes according to plan, yes, both portions of the Anvil subdivision will be annexed in time.
  - Mayor Fuhrman spoke about how long-standing this project has been and excitement over it finally getting done.
  - Trustee Kranker expressed excitement as well.

**Mayor Pro Tem Barney moved, and Trustee George seconded to approve the Petition to Annex and Resolution 2024-03 Substantial Compliance Resolution for the Annexation of Anvil Mountain Subdivision. Passed unanimously with roll call.**

- d) Alternative Silverton Liquor Authority Hearing Officer RFQ Release
- Administrator Kaasch-Buerger provided background information regarding this RFQ.
  - Mayor Fuhrman asked if two points of contact can be put in this RFQ release rather than one.
  - Administrator Kaasch-Buerger said that this can be done.

**Mayor Pro Tem Barney moved, and Trustee Kranker seconded to approve the RFQ Release for an alternative Silverton Liquor Authority Hearing Officer. Passed unanimously with roll call.**

5) Approval of Consent Agenda Items

- a) Payroll
- b) Meeting Minutes 1.22.24, 2.5.24
- c) Accounts Payable
- d) 2024 Law Enforcement Contract
  - Administrator Kaasch-Buerger provided background information regarding the revisions to the contract.
- e) Letter of Support for DOLA Local Planning Capacity Grant Submission



# Town of Silverton

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- Administrator Kaasch-Buerger provided background information regarding the DOLA Local Planning Capacity Grant Submission.

f) SPECIAL EVENT NOTICE: Skijoring 2/16-2/19

- C&E Manager Nathan Baxter provided an update on this year's skijoring event.
- Trustee George asked if there will be detour signs around the 14<sup>th</sup> street closure.
- Nathan said yes there will be signage.

**Mayor Pro Tem Barney moved, and Trustee George seconded to approve the Consent Agenda Items. Passed unanimously with roll call.**

6) Staff Reports

- Administrator Kaasch-Buerger requested a Housing Authority meeting before the next meeting, in addition to a Personnel & Ordinance committee meeting.
- Administrator Kaasch-Buerger stated that the learning sessions will be postponed focusing on annexation, brownfields, etc.
- Administrator Kaasch-Buerger stated that the lift is still down due to an electrical issue.
- Clerk Melina Marks provided an update on the election.
- C&E Manager Nathan Baxter provided an overview of the snowscapes event this past weekend, upcoming night ski events, and upcoming special events.

7) Committee/Board Reports

a) Historic Review Committee 1.24

- Mayor Fuhrman provided an overview of the HRC Meeting.

b) Silverton Chamber of Commerce Meeting 1.24

- Trustee Harper provided an overview of the Silverton Chamber of Commerce Meeting.

c) Region 9 Economic Development Board Meeting 1.25

- Trustee Kranker provided an overview of the Region 9 Economic Development Meeting.

8) Trustee Reports

- Trustee Edwards read a letter to the board regarding revisiting the wetlands topic that was sunset in the previous meeting; and requested either a special meeting or be added to the next regular meeting agenda.
- Mayor Fuhrman asked if new information has been obtained regarding this topic.
- Trustee Edwards stated that she felt that she redirected the last meeting due to illness and felt the topic should be revisited.
- Mayor Fuhrman stated that if the majority of the board wishes to revisit this topic and hold a special meeting or add it to the next agenda we can, however, it is advisable not to go back on decisions already made.
- Trustee George, Trustee Harper, and Trustee Bierma supported revisiting the wetlands topic.
- Trustee Kranker stated that she is struggling with this procedurally and how to move forward rather than go back.
- Trustee Edwards stated that she has a proposal for the board.
- Mayor Pro Tem Barney asked what that proposal contained.
- Mayor Fuhrman halted the conversation as this must follow the correct procedure of going to staff first for determination then brought to the board.
- Attorney Clayton Buchner provided some input from a legal standpoint in reopening the discussion regarding wetlands.



# Town of Silverton

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- Trustee Edwards and Mayor Fuhrman discussed the verbiage of the motion at hand and what exactly the motion would be asking from staff.
- Trustee Kranker asked Clayton Buchner a process question.
- Clayton Buchner recommended a discussion leading to some kind of majority consensus for staff to run with.

**Trustee Edwards moved, and Trustee George seconded to reopen the discussion regarding staff direction on a wetland's protection program and the moratorium on wetlands. 5 yeas, 2 nos. Passed with majority vote.**

9) Continued Business

- a) Resolution 2024-04 A Resolution to amend and approve the refuse fund rates for commercial businesses for the Town of Silverton
- Administrator Kaasch-Buerger and Clerk Melina Marks provided background information on this proposed Resolution and clarified that the rates during the winter would be reduced for businesses that are closed.
  - Mayor Fuhrman expressed the desire to discourage seasonal businesses.

**Mayor Pro Tem Barney moved, and Trustee Kranker seconded to approve Resolution 2024-04 A Resolution to amend and approve the refuse fund rates for commercial businesses for the Town of Silverton. Passed unanimously with roll call.**

b) Blair Street Revitalization Funding Update

- CDD Lucy Mulvihill proved an update on Blair St. Revitalization Funding and asked the board for direction to continue pursuing funding.

**The board directed staff to continue pursuing funding.**

10) Public Comment

- No public comment

**Adjourn @ 8:37pm**

**Up-coming Meeting Dates:**

2.20 @9am Finance Committee Meeting  
2.21 @6pm Code Rewrite Learning Session  
2.26 @6pm Silverton Housing Authority Meeting (REQUESTED)  
2.26 @7pm Regular 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
02/12/2024	1425	QUILL CORPORATION	37032864	111.47	Y	111.47	.00	Vendor Address
02/26/2024	102	AT&T	2,13.24	109.79	Y	109.79	.00	Vendor Address
02/26/2024	259	CASELLE INC	124398	648.00	Y	648.00	.00	Vendor Address
02/26/2024	313	CIRSA	240673	696.06	Y	696.06	.00	2
02/26/2024	407	Community Planning Strategies	2024-0029	14,262.25	Y	14,262.25	.00	Vendor Address
02/26/2024	2144	Grand Junction Bishop Lifting	PSI00146	162.55	Y	162.55	.00	Vendor Address
02/26/2024	786	GREEN ANALYTICAL LABORA	2402040	530.00	Y	530.00	.00	Vendor Address
02/26/2024	895	Image Net Consulting, LLC	81824255	545.53	Y	545.53	.00	Vendor Address
02/26/2024	1080	Lincoln National Life Insurance	46670235	213.67	Y	213.67	.00	Vendor Address
02/26/2024	2151	MacDougall Consulting	1003	75.00	Y	75.00	.00	Vendor Address
02/26/2024	2153	Montrose Signs Inc.	25072	3,510.00	Y	3,510.00	.00	Vendor Address
02/26/2024	1321	Outdoor Environments	1020	22,900.00	Y	22,900.00	.00	Gravel Vendor Address
02/26/2024	2121	Peak Companies	1370048	45.00	Y	45.00	.00	Vendor Address
02/26/2024	1403	Prinoth	24050006	369.01	Y	369.01	.00	Vendor Address
02/26/2024	1425	QUILL CORPORATION	36983386	82.98	Y	82.98	.00	Vendor Address
02/26/2024	1425	QUILL CORPORATION	37036711	71.99	Y	71.99	.00	Vendor Address
02/26/2024	1425	QUILL CORPORATION	37117578	13.76	Y	13.76	.00	Vendor Address
02/26/2024	1425	QUILL CORPORATION	37138298	3.52	Y	3.52	.00	Vendor Address
02/26/2024	1425	QUILL CORPORATION	37161658	50.78	Y	50.78	.00	Vendor Address
02/26/2024	1425	QUILL CORPORATION	37183540	50.99	Y	50.99	.00	Vendor Address
02/26/2024	1425	QUILL CORPORATION	37230354	97.99	Y	97.99	.00	Vendor Address
02/26/2024	1425	QUILL CORPORATION	37230776	85.55	Y	85.55	.00	Vendor Address
02/26/2024	1425	QUILL CORPORATION	37230910	64.99	Y	64.99	.00	Vendor Address
02/26/2024	1425	QUILL CORPORATION	37276091	43.98	Y	43.98	.00	Vendor Address
02/26/2024	1621	SCOTTS PRINTING AND DES	196052	980.05	Y	980.05	.00	Vendor Address
02/26/2024	1626	Securo	24449	1,252.84	Y	1,252.84	.00	Vendor Address
02/26/2024	1632	SGM	2015-513	210.00	Y	210.00	.00	Vendor Address
02/26/2024	2142	Silverton Creative District	1031	10,000.00	Y	10,000.00	.00	Summer Lunches Vendor Address
02/26/2024	1691	SILVERTON-SAN JUAN FIRE	2,14.24	4,650.00	Y	4,650.00	.00	Vendor Address
02/26/2024	2150	Spindrift Haus, LLC	2,17.24	285.00	Y	285.00	.00	Vendor Address
02/26/2024	1852	The WhistleStop	1514	3,300.74	Y	3,300.74	.00	Vendor Address
02/26/2024	1852	The WhistleStop	1535	7,089.35	Y	7,089.35	.00	Vendor Address
02/26/2024	1912	TROUT LAW	1242857	783.30	Y	783.30	.00	Vendor Address
02/26/2024	1942	USA BLUE BOOK	INV00257	884.10	Y	884.10	.00	Vendor Address
02/26/2024	1959	Vero Fiber Networks, LLC	5413	160.65	Y	160.65	.00	Vendor Address
Totals:				72,280.73		74,340.89	.00	

Number of invoices to be fully paid: 35  
 Number of invoices to be partially paid: 0  
 Number of invoices with no payment: 3  
 Total number of invoices listed: 38  
 Total checks from invoices selected: 24  
 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
02/12/2024	111.47	111.47	.00
02/26/2024	74,229.42	74,229.42	.00
	72,280.73	74,340.89	.00

Complete

Yes

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

Row Labels	Column Labels							Change from year prior							Change from year prior (%)						
	Combined sales tax receipts																				
	2018	2019	2020	2021	2022	2023	2024	2018	2019	2020	2021	2022	2023	2024	2018	2019	2020	2021	2022	2023	2024
Complete months (YTD)	\$51,123	\$54,324	\$82,498	\$106,383	\$128,667	\$112,929	\$120,016	\$3,201	\$28,175	\$23,884	\$22,284	-\$15,738	\$7,087		6%	52%	29%	21%	-12%	6%	
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%	
2	\$29,552	\$31,685	\$47,673	\$54,916	\$69,617	\$60,289	\$62,813	\$2,133	\$15,988	\$7,243	\$14,701	-\$9,328	\$2,524		7%	50%	15%	27%	-13%	4%	
Incomplete months	\$835,089	\$1,068,850	\$989,814	\$1,497,194	\$1,468,340	\$1,683,824		\$233,762	-\$79,036	\$507,380	-\$28,854	\$215,484	-\$1,683,824		28%	-7%	51%	-2%	15%	#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	\$120,016	\$236,963	-\$50,861	\$531,264	-\$6,570	\$199,746	-\$1,676,737		27%	-5%	50%	0%	13%	-93%	

TOWN OF SILVERTON  
COMBINED CASH INVESTMENT  
DECEMBER 31, 2023

COMBINED CASH ACCOUNTS

01-10000000	CASH - (CSB) COMBINED CHECKING	30,307.01
01-10000001	XPRESS DEPOSIT ACCOUNT	33,667.37
01-10000020	CASH - (BSJ) COMBINED CHECKING	902,844.68
01-10200000	CASH CLEARING - UTILITY	( 1,581.44)
01-10240000	CASH CLEARING - RET CHECKS	282.52
01-10390000	INVESTMENTS - CD'S	508,014.30
		<hr/>
	TOTAL COMBINED CASH	1,473,534.44
		<hr/>
01-10100000	TOTAL ALLOCATION TO FUNDS	( 1,473,534.44)
		<hr/>
	TOTAL UNALLOCATED CASH	.00
		<hr/> <hr/>

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	1,166,850.71
11	ALLOCATION TO LIBRARY FUND	16,007.73
21	ALLOCATION TO MOLAS LAKE PARK FUND	314,313.37
22	ALLOCATION TO CEMETERY FUND	54,609.44
51	ALLOCATION TO WATER FUND	83,929.52
52	ALLOCATION TO SEWER FUND	( 71,472.21)
53	ALLOCATION TO REFUSE FUND	( 90,704.12)
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,473,534.44
	ALLOCATION FROM COMBINED CASH FUND - 01-10100000	( 1,473,534.44)
		<hr/>
	ZERO PROOF IF ALLOCATIONS BALANCE	.00
		<hr/> <hr/>

TOWN OF SILVERTON  
BALANCE SHEET  
DECEMBER 31, 2023

GENERAL FUND

ASSETS

10-10100000	CASH - POOLED	1,166,850.71	
10-10110000	PETTY CASH	500.00	
10-10500000	TAXES RECEIVABLE	304,871.00	
10-11500000	ACCOUNTS RECEIVABLE	127,088.98	
10-12600000	INTER-GOVERNMENTAL RECEIVABLE	7,806.64	
	TOTAL ASSETS		1,607,117.33

LIABILITIES AND EQUITY

LIABILITIES

10-20100000	WAGES PAYABLE	1,209.32	
10-20141000	HEALTH INSURANCE PAYABLE	( 17,603.10)	
10-20142000	VISION PAYABLE	( 46.35)	
10-20144000	LIFE INSURANCE PAYABLE	101.23	
10-20180000	RETIREMENT PAYABLE	905.76	
10-20190000	GARNISHMENTS PAYABLE	149.69	
10-20192000	AFLAC PAYABLE	( 36.48)	
10-20200000	ACCOUNTS PAYABLE	( 1,323.11)	
10-22210000	DEFERRED REV-PROPERTY TAXES	304,871.00	
	TOTAL LIABILITIES		288,227.96

FUND EQUITY

10-27500000	COMMITTED TO FUTURE CAP OUTLAY	50,000.00	
	UNAPPROPRIATED FUND BALANCE:		
10-27900000	FUND BALANCE UNRESERVED	1,878,863.41	
	REVENUE OVER EXPENDITURES - YTD	( 609,974.04)	
	BALANCE - CURRENT DATE	1,268,889.37	
	TOTAL FUND EQUITY		1,318,889.37
	TOTAL LIABILITIES AND EQUITY		1,607,117.33

TOWN OF SILVERTON  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>						
10-31-110000	PROPERTY TAXES	.00	321,390.17	304,822.00	( 16,568.17)	105.4
10-31-120000	SPECIFIC OWNERSHIP TAXES	.00	15,290.62	23,041.00	7,750.38	66.4
10-31-300000	GENERAL SALES TAXES	.00	1,762,073.27	1,266,488.00	( 495,585.27)	139.1
10-31-320000	MARIJUANA SALES TAX	.00	10,244.10	13,183.00	2,938.90	77.7
10-31-420000	CIGARETTE TAXES	.00	2,545.72	2,056.00	( 489.72)	123.8
10-31-810000	SEVERANCE TAX PAYMENT	.00	.00	2,250.00	2,250.00	.0
10-31-820000	FRANCHISE TAX	.00	36,474.34	29,353.00	( 7,121.34)	124.3
10-31-900000	PENALTIES AND INTEREST	.00	246.67	1,899.00	1,652.33	13.0
	TOTAL TAXES	.00	2,148,264.89	1,643,092.00	( 505,172.89)	130.8
<u>LICENSES AND PERMITS</u>						
10-32-110000	LIQUOR LICENSES	.00	3,956.38	4,750.00	793.62	83.3
10-32-160000	PROFESSIONAL & OCCUP LICENSES	.00	12,600.00	23,000.00	10,400.00	54.8
10-32-170000	LODGING FEE	.00	67,460.26	67,845.00	384.74	99.4
10-32-210000	BUILDING PERMITS - TOWN	.00	63,237.50	55,000.00	( 8,237.50)	115.0
10-32-260000	ANIMAL PERMITS	.00	20.00	50.00	30.00	40.0
10-32-270000	MISCELLANEOUS PERMITS	.00	935.00	375.00	( 560.00)	249.3
10-32-310000	MARIJUANA LICENSE	.00	2,000.00	2,000.00	.00	100.0
10-32-320000	VACATION RENTAL FEES	.00	27,625.00	21,600.00	( 6,025.00)	127.9
	TOTAL LICENSES AND PERMITS	.00	177,834.14	174,620.00	( 3,214.14)	101.8
<u>INTERGOVERNMENTAL REVENUE</u>						
10-33-410000	GRANT REVENUE	.00	19,119.37	600,000.00	580,880.63	3.2
10-33-540000	HIGHWAY USERS TAX	.00	38,766.90	37,448.00	( 1,318.90)	103.5
10-33-550000	MOTOR VEHICLE REGISTRATION	.00	22,769.41	4,923.00	( 17,846.41)	462.5
10-33-730000	SAN JUAN COUNTY ROAD & BRIDGE	.00	1,259.03	4,890.00	3,630.97	25.8
10-33-740000	TOWN/COUNTY SHARED EXPENSES	.00	124,121.54	( 9,233.00)	( 133,354.54)	1344.3
10-33-750000	SNOWMOBILE CLUB REIMBURSEMENT	.00	6,375.00	8,740.00	2,365.00	72.9
	TOTAL INTERGOVERNMENTAL REVENUE	.00	212,411.25	646,768.00	434,356.75	32.8
<u>CHARGES FOR SERVICES</u>						
10-34-130000	PLANNING REVIEW FEES - TOWN	.00	( 2,460.00)	4,000.00	6,460.00	( 61.5)
10-34-140000	COPIES & FAXES	.00	1.50	.00	( 1.50)	.0
10-34-741100	KENDALL MTN SKI AREA CONCESS	.00	86.00	650.00	564.00	13.2
10-34-800000	EXPENSE REIMBURSEMENT	.00	1,497.01	3,000.00	1,502.99	49.9
10-34-810000	WORK/SERVICES PROVIDED	.00	3,615.47	.00	( 3,615.47)	.0
10-34-820000	ADMINISTRATIVE FEE	.00	774,991.51	775,731.00	739.49	99.9
	TOTAL CHARGES FOR SERVICES	.00	777,731.49	783,381.00	5,649.51	99.3

TOWN OF SILVERTON  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FINES AND FORFEITURES</u>						
10-35-110000	COURT FINES	.00	4,414.50	1,000.00	( 3,414.50)	441.5
10-35-140000	PENALTY ASSESSMENT FEES	.00	8,160.00	13,475.00	5,315.00	60.6
	TOTAL FINES AND FORFEITURES	.00	12,574.50	14,475.00	1,900.50	86.9
<u>MISCELLANEOUS REVENUE</u>						
10-36-100000	INTEREST REVENUE	.00	5,581.05	868.00	( 4,713.05)	643.0
10-36-301000	MEMORIAL PARK RENTAL FEE	.00	1,300.00	1,000.00	( 300.00)	130.0
10-36-303000	KMRA SP. EVENT REVENUE	.00	825.00	.00	( 825.00)	.0
10-36-304000	KM COMMUNITY CENTER RENT	.00	25,478.25	15,000.00	( 10,478.25)	169.9
10-36-305000	SKI LIFT TICKETS	.00	61,306.95	30,000.00	( 31,306.95)	204.4
10-36-306000	TOWN HALL RENT	.00	1,125.00	.00	( 1,125.00)	.0
10-36-320000	CELL TOWER LEASE	.00	11,168.91	8,200.00	( 2,968.91)	136.2
10-36-365000	PW EQUIPMENT RENTAL	.00	.00	15,000.00	15,000.00	.0
10-36-370000	EQUIPMENT RENTAL	.00	3,305.00	15,000.00	11,695.00	22.0
10-36-500000	KMRA DONATIONS	.00	600.00	.00	( 600.00)	.0
10-36-501000	COLUMBINE PARK RENTAL FEE	.00	.00	300.00	300.00	.0
10-36-503000	DOE PRIZE DONATION	.00	100,000.00	.00	( 100,000.00)	.0
10-36-720000	SPECIAL EVENT REVENUE	.00	2,635.00	12,000.00	9,365.00	22.0
	TOTAL MISCELLANEOUS REVENUE	.00	213,325.16	97,368.00	( 115,957.16)	219.1
<u>OTHER REVENUES</u>						
10-38-000000	OTHER REVENUES	.00	22,027.81	24,000.00	1,972.19	91.8
	TOTAL OTHER REVENUES	.00	22,027.81	24,000.00	1,972.19	91.8
<u>CONTRIBUTIONS AND TRANSFERS</u>						
10-39-210000	SALE OF GENERAL FIXED ASSETS	.00	3,000.00	.00	( 3,000.00)	.0
10-39-370000	PROCEEDS FROM CAPITAL LEASES	.00	24,373.30	.00	( 24,373.30)	.0
	TOTAL CONTRIBUTIONS AND TRANSFERS	.00	27,373.30	.00	( 27,373.30)	.0
	TOTAL FUND REVENUE	.00	3,591,542.54	3,383,704.00	( 207,838.54)	106.1

TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TOWN BOARD</u>						
10-41110-110	REGULAR EMPLOYEES	.00	27,031.85	27,447.00	415.15	98.5
10-41110-220	SOCIAL SECURITY CONTRIBUTIONS	.00	2,068.00	2,606.00	538.00	79.4
10-41110-250	UNEMPLOYMENT INSURANCE	.00	42.83	82.00	39.17	52.2
10-41110-341	TRAINING	.00	42.34	2,000.00	1,957.66	2.1
10-41110-580	TRAVEL	.00	32.38	200.00	167.62	16.2
10-41110-590	ORGANIZATIONAL DUES	.00	.00	1,058.00	1,058.00	.0
10-41110-802	COMMUNITY CONTRIBUTIONS	.00	62,262.00	54,762.00	( 7,500.00)	113.7
	TOTAL TOWN BOARD	.00	91,479.40	88,155.00	( 3,324.40)	103.8
<u>MUNICIPAL JUDGE</u>						
10-41210-110	REGULAR EMPLOYEES	.00	8,398.00	8,632.00	234.00	97.3
10-41210-220	SOCIAL SECURITY CONTRIBUTIONS	.00	628.43	615.00	( 13.43)	102.2
10-41210-250	UNEMPLOYMENT INSURANCE	.00	1.32	23.00	21.68	5.7
10-41210-590	ORGANIZATIONAL DUES	.00	.00	2,500.00	2,500.00	.0
10-41210-640	BOOKS & PERIODICALS	.00	.00	500.00	500.00	.0
	TOTAL MUNICIPAL JUDGE	.00	9,027.75	12,270.00	3,242.25	73.6
<u>TOWN ADMINISTRATOR</u>						
10-41310-110	REGULAR EMPLOYEES	.00	101,929.60	101,760.00	( 169.60)	100.2
10-41310-211	HEALTH AND LIFE INSURANCE	.00	10,629.85	10,152.00	( 477.85)	104.7
10-41310-220	SOCIAL SECURITY CONTRIBUTIONS	.00	6,972.81	9,950.00	2,977.19	70.1
10-41310-230	RETIREMENT CONTRIBUTIONS	.00	3,007.83	3,000.00	( 7.83)	100.3
10-41310-250	UNEMPLOYMENT INSURANCE	.00	140.10	305.00	164.90	45.9
10-41310-341	TRAINING	.00	1,250.00	1,000.00	( 250.00)	125.0
10-41310-580	TRAVEL	.00	368.05	300.00	( 68.05)	122.7
10-41310-590	ORGANIZATIONAL DUES	.00	190.00	1,000.00	810.00	19.0
	TOTAL TOWN ADMINISTRATOR	.00	124,488.24	127,467.00	2,978.76	97.7
<u>PARTNER ORGANIZATIONS</u>						
10-41330-800	PARTNERING	.00	27,264.00	22,597.00	( 4,667.00)	120.7
	TOTAL PARTNER ORGANIZATIONS	.00	27,264.00	22,597.00	( 4,667.00)	120.7



TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TOWN CLERK-TREASURER</u>					
10-41350-110 REGULAR EMPLOYEES	.00	94,254.70	57,240.00	( 37,014.70)	164.7
10-41350-112 DEPUTY CLERK SALARY	.00	.00	42,400.00	42,400.00	.0
10-41350-130 OVERTIME/PAID COMP TIME	.00	14.25	3,000.00	2,985.75	.5
10-41350-211 HEALTH AND LIFE INSURANCE	.00	19,637.65	22,416.00	2,778.35	87.6
10-41350-220 SOCIAL SECURITY CONTRIBUTIONS	.00	7,213.23	9,098.00	1,884.77	79.3
10-41350-230 RETIREMENT CONTRIBUTIONS	.00	2,557.62	2,932.00	374.38	87.2
10-41350-250 UNEMPLOYMENT INSURANCE	.00	147.46	298.00	150.54	49.5
10-41350-340 PROFESSIONAL SERVICES- CPA	.00	62,520.85	40,000.00	( 22,520.85)	156.3
10-41350-341 TRAINING	.00	2,000.00	2,000.00	.00	100.0
10-41350-580 TRAVEL	.00	.00	500.00	500.00	.0
10-41350-590 ORGANIZATIONAL DUES	.00	.00	200.00	200.00	.0
10-41350-800 OTHER	.00	.03	.00	( .03)	.0
TOTAL TOWN CLERK-TREASURER	.00	188,345.79	180,084.00	( 8,261.79)	104.6
<u>ELECTIONS</u>					
10-41400-340 TECH - ELECT JUDGES, ETC	.00	625.00	3,000.00	2,375.00	20.8
10-41400-550 PRINTING & BINDING	.00	1,254.46	1,751.00	496.54	71.6
TOTAL ELECTIONS	.00	1,879.46	4,751.00	2,871.54	39.6
<u>FINANCIAL ADMINISTRATION</u>					
10-41500-332 SUPPORT AGREEMENT	.00	6,992.00	6,000.00	( 992.00)	116.5
10-41500-340 BANK CHARGES	.00	12,102.52	11,000.00	( 1,102.52)	110.0
TOTAL FINANCIAL ADMINISTRATION	.00	19,094.52	17,000.00	( 2,094.52)	112.3
<u>LEGAL SERVICES</u>					
10-41530-340 CONTRACT SERVICES-LEGAL	.00	36,030.66	50,000.00	13,969.34	72.1
TOTAL LEGAL SERVICES	.00	36,030.66	50,000.00	13,969.34	72.1
<u>CODE ENFORCEMENT</u>					
10-41910-610 OFFICE SUPPLIES	.00	42.00	.00	( 42.00)	.0
TOTAL CODE ENFORCEMENT	.00	42.00	.00	( 42.00)	.0

TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY DEVELOPMENT</u>					
10-41915-110 REGULAR EMPLOYEES	.00	48,906.60	46,640.00	( 2,266.60)	104.9
10-41915-115 PART TIME EMPLOYEES	.00	23,379.55	30,000.00	6,620.45	77.9
10-41915-211 HEALTH AND LIFE INSURANCE	.00	12,342.55	11,208.00	( 1,134.55)	110.1
10-41915-220 SOCIAL SECURITY CONTRIBUTIONS	.00	5,524.03	4,360.00	( 1,164.03)	126.7
10-41915-230 RETIREMENT CONTRIBUTIONS	.00	496.80	1,373.00	876.20	36.2
10-41915-250 UNEMPLOYMENT INSURANCE	.00	110.17	230.00	119.83	47.9
10-41915-330 PROFESSIONAL SERVICES	.00	143,823.70	64,000.00	( 79,823.70)	224.7
10-41915-341 TRAINING	.00	969.23	1,500.00	530.77	64.6
10-41915-540 ADVERTISING	.00	961.21	3,000.00	2,038.79	32.0
10-41915-550 PRINTING & BINDING	.00	.00	600.00	600.00	.0
10-41915-580 TRAVEL	.00	415.70	300.00	( 115.70)	138.6
10-41915-640 BOOKS & PERIODICALS	.00	.00	500.00	500.00	.0
TOTAL COMMUNITY DEVELOPMENT	.00	236,929.54	163,711.00	( 73,218.54)	144.7
<u>GENERAL GOVT OPERATIONS</u>					
10-41940-310 TREASURERS FEES	.00	2,629.33	6,000.00	3,370.67	43.8
10-41940-321 AUDIT SERVICES	.00	9,800.00	9,500.00	( 300.00)	103.2
10-41940-330 ENGINEER SERVICES	.00	23,045.75	15,000.00	( 8,045.75)	153.6
10-41940-340 PROFESSIONAL SERVICES - IT & M	.00	14,551.27	20,000.00	5,448.73	72.8
10-41940-442 COPIER LEASE	.00	8,008.64	7,000.00	( 1,008.64)	114.4
10-41940-443 INTERNET - TOWN HALL	.00	10,885.16	10,000.00	( 885.16)	108.9
10-41940-520 INSURANCE - WC, PROP & LIA	.00	69,815.07	67,920.00	( 1,895.07)	102.8
10-41940-531 POSTAGE	.00	5,215.11	4,000.00	( 1,215.11)	130.4
10-41940-532 TELEPHONE	.00	7,487.63	6,898.00	( 589.63)	108.6
10-41940-540 ADVERTISING	.00	7,797.73	10,000.00	2,202.27	78.0
10-41940-610 OFFICE SUPPLIES	.00	12,501.25	10,000.00	( 2,501.25)	125.0
10-41940-741 MACHINERY	.00	50.00	1,000.00	950.00	5.0
10-41940-760 AFFORDABLE HOUSING	.00	.00	20,000.00	20,000.00	.0
10-41940-800 CITIZEN ENGAGEMENT	.00	1,678.35	2,000.00	321.65	83.9
TOTAL GENERAL GOVT OPERATIONS	.00	173,465.29	189,318.00	15,852.71	91.6
<u>VISTOR'S CENTER OPERATIONS</u>					
10-41942-415 COLUMBINE PARK INFO CENTER	.00	.00	10,000.00	10,000.00	.0
10-41942-420 CLEANING SERVICES	.00	1,730.61	2,277.00	546.39	76.0
10-41942-423 CUSTODIAL	.00	7,279.55	8,000.00	720.45	91.0
10-41942-430 REPAIRS & MAINTENANCE	.00	7,538.61	4,500.00	( 3,038.61)	167.5
10-41942-620 ELECTRICITY	.00	2,086.00	3,000.00	914.00	69.5
10-41942-622 PROPANE	.00	14,798.18	10,546.00	( 4,252.18)	140.3
10-41942-801 CHAMBER CONTRACT	.00	30,000.00	45,000.00	15,000.00	66.7
TOTAL VISTOR'S CENTER OPERATIONS	.00	63,432.95	83,323.00	19,890.05	76.1

TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SENIOR CENTER</u>						
10-41943-443	INTERNET	.00	500.00	600.00	100.00	83.3
10-41943-614	MODULAR OPERATING SUPPLIES	.00	4,041.36	.00	( 4,041.36)	.0
10-41943-620	MODULAR ELECTRICITY	.00	1,278.24	1,000.00	( 278.24)	127.8
10-41943-622	MODULAR PROPANE	.00	3,577.28	2,000.00	( 1,577.28)	178.9
	TOTAL SENIOR CENTER	.00	9,396.88	3,600.00	( 5,796.88)	261.0
<u>TOWN HALL OPERATIONS</u>						
10-41944-345	TESTING & INSPECTIONS	.00	2,217.40	4,000.00	1,782.60	55.4
10-41944-420	CLEANING SERVICES	.00	3,342.82	2,400.00	( 942.82)	139.3
10-41944-423	CUSTODIAL	.00	10,060.58	5,700.00	( 4,360.58)	176.5
10-41944-430	REPAIRS & MAINTENANCE	.00	7,788.21	12,000.00	4,211.79	64.9
10-41944-614	OPERATING SUPPLIES	.00	4,028.31	500.00	( 3,528.31)	805.7
10-41944-620	ELECTRICITY	.00	1,468.00	2,244.00	776.00	65.4
10-41944-622	PROPANE	.00	17,131.94	13,141.00	( 3,990.94)	130.4
10-41944-741	MACHINERY & EQUIPMENT	.00	2,351.39	1,000.00	( 1,351.39)	235.1
10-41944-743	FURNITURE & FIXTURES	.00	.00	1,000.00	1,000.00	.0
	TOTAL TOWN HALL OPERATIONS	.00	48,388.65	41,985.00	( 6,403.65)	115.3
<u>FEDERAL GRANT EXPENDITURES</u>						
10-41945-100	GRANTS	.00	136,286.74	600,000.00	463,713.26	22.7
	TOTAL FEDERAL GRANT EXPENDITURES	.00	136,286.74	600,000.00	463,713.26	22.7
<u>LAW ENFORCEMENT</u>						
10-42100-340	CONTRACT SERVICES	.00	298,920.00	306,036.00	7,116.00	97.7
	TOTAL LAW ENFORCEMENT	.00	298,920.00	306,036.00	7,116.00	97.7
<u>FIRE DEPARTMENT</u>						
10-42200-340	CONTRACT SERVICES	.00	56,900.00	71,900.00	15,000.00	79.1
	TOTAL FIRE DEPARTMENT	.00	56,900.00	71,900.00	15,000.00	79.1

TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CARRIAGE HOUSE</u>						
10-42300-345	TESTING & INSPECTIONS	.00	.00	350.00	350.00	.0
10-42300-430	REPAIRS & MAINTENANCE	.00	2,869.18	3,000.00	130.82	95.6
10-42300-615	MAINTENANCE SUPPLIES	.00	396.88	100.00	( 296.88)	396.9
10-42300-620	ELECTRICITY	.00	2,995.00	3,300.00	305.00	90.8
10-42300-622	PROPANE	.00	9,415.85	5,760.00	( 3,655.85)	163.5
	TOTAL CARRIAGE HOUSE	.00	15,676.91	12,510.00	( 3,166.91)	125.3
<u>BUILDING AND CODE OFFICER</u>						
10-42400-110	REGULAR EMPLOYEES	.00	69,974.05	61,480.00	( 8,494.05)	113.8
10-42400-115	PART-TIME/SEASONAL EMPLOYEES	.00	21,612.50	15,000.00	( 6,612.50)	144.1
10-42400-130	OVERTIME	.00	.00	1,500.00	1,500.00	.0
10-42400-211	HEALTH AND LIFE INSURANCE	.00	11,870.23	11,208.00	( 662.23)	105.9
10-42400-220	SOCIAL SECURITY CONTRIBUTIONS	.00	7,006.38	7,155.00	148.62	97.9
10-42400-230	RETIREMENT CONTRIBUTIONS	.00	904.80	1,809.00	904.20	50.0
10-42400-250	UNEMPLOYMENT INSURANCE	.00	150.83	229.00	78.17	65.9
10-42400-341	TRAINING	.00	1,099.09	2,500.00	1,400.91	44.0
10-42400-580	TRAVEL	.00	1,150.50	1,000.00	( 150.50)	115.1
10-42400-590	ORGANIZATIONAL DUES	.00	175.00	500.00	325.00	35.0
10-42400-640	BOOKS & PERIODICALS	.00	.00	500.00	500.00	.0
	TOTAL BUILDING AND CODE OFFICER	.00	113,943.38	102,881.00	( 11,062.38)	110.8
<u>PUBLIC WORKS PERSONNEL</u>						
10-43100-110	REGULAR EMPLOYEES	.00	347,423.74	355,778.00	8,354.26	97.7
10-43100-130	OVERTIME	.00	22,699.68	18,000.00	( 4,699.68)	126.1
10-43100-211	HEALTH LIFE & DENTAL INSURANCE	.00	60,810.36	64,776.00	3,965.64	93.9
10-43100-220	SOCIAL SECURITY CONTRIBUTIONS	.00	28,382.68	33,869.00	5,486.32	83.8
10-43100-230	RETIREMENT	.00	9,442.65	10,695.00	1,252.35	88.3
10-43100-250	UNEMPLOYMENT INSURANCE	.00	777.27	1,067.00	289.73	72.9
10-43100-580	TRAVEL	.00	.00	1,000.00	1,000.00	.0
	TOTAL PUBLIC WORKS PERSONNEL	.00	469,536.38	485,185.00	15,648.62	96.8

TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREET MAINTENANCE</u>					
10-43120-320 PROFESSIONAL	.00	325.00	.00 (	325.00)	.0
10-43120-330 OTHER PROFESSIONAL	.00	10,933.11	.00 (	10,933.11)	.0
10-43120-341 SAFETY & TRAINING	.00	886.89	500.00 (	386.89)	177.4
10-43120-345 TESTING & INSPECTIONS	.00	295.00	.00 (	295.00)	.0
10-43120-420 CLEANING SERVICES	.00	3,776.64	2,701.00 (	1,075.64)	139.8
10-43120-430 REPAIRS & MAINTENANCE	.00	72,344.05	54,600.00 (	17,744.05)	132.5
10-43120-442 RENTALS - EQUIPMENT & VEHICLES	.00	.00	5,000.00	5,000.00	.0
10-43120-580 TRAVEL & MEALS	.00	108.75	200.00	91.25	54.4
10-43120-611 DUST CONTROL	.00	37,360.00	35,000.00 (	2,360.00)	106.7
10-43120-612 GRAVEL	.00	45,012.50	40,000.00 (	5,012.50)	112.5
10-43120-613 SIGNS	.00	.00	5,000.00	5,000.00	.0
10-43120-614 OPERATING SUPPLIES	.00	34,450.80	18,000.00 (	16,450.80)	191.4
10-43120-618 CLOTHING ALLOWANCE	.00	1,102.29	750.00 (	352.29)	147.0
10-43120-620 ELECTRICITY	.00	10,706.00	13,506.00	2,800.00	79.3
10-43120-626 FUEL	.00	26,490.93	28,680.00	2,189.07	92.4
10-43120-741 MACHINERY & EQUIPMENT	.00	9,725.27	40,000.00	30,274.73	24.3
TOTAL STREET MAINTENANCE	.00	253,517.23	243,937.00 (	9,580.23)	103.9
<u>FACILITIES AND PARK ADMIN</u>					
10-45110-110 REGULAR EMPLOYEES	.00	186,173.54	203,075.00	16,901.46	91.7
10-45110-115 PART-TIME/SEASONAL EMPLOYEES	.00	3,604.54	10,300.00	6,695.46	35.0
10-45110-130 OVERTIME	.00	6,154.87	3,500.00 (	2,654.87)	175.9
10-45110-211 HEALTH AND LIFE INSURANCE	.00	33,101.65	42,360.00	9,258.35	78.1
10-45110-220 SOCIAL SECURITY CONTRIBUTIONS	.00	14,995.35	18,969.00	3,973.65	79.1
10-45110-230 RETIREMENT CONTRIBUTIONS	.00	3,096.15	5,990.00	2,893.85	51.7
10-45110-250 UNEMPLOYMENT INSURANCE	.00	366.42	609.00	242.58	60.2
10-45110-341 TRAINING	.00	444.58	1,500.00	1,055.42	29.6
10-45110-618 CLOTHING ALLOWANCE	.00	457.67	450.00 (	7.67)	101.7
10-45110-801 RECREATION PROGRAMS	.00	525.30	.00 (	525.30)	.0
TOTAL FACILITIES AND PARK ADMIN	.00	248,920.07	286,753.00	37,832.93	86.8
<u>PARK MAINTENANCE</u>					
10-45120-430 REPAIRS & MAINTENANCE	.00	6,968.59	11,000.00	4,031.41	63.4
10-45120-614 OPERATING SUPPLIES	.00	20,525.30	9,000.00 (	11,525.30)	228.1
10-45120-616 SUPPLIES JULY 4TH CAMPGROUND	.00	14,135.63	15,000.00	864.37	94.2
10-45120-620 ELECTRICITY	.00	24,705.98	3,500.00 (	21,205.98)	705.9
10-45120-626 FUEL	.00	14,128.04	.00 (	14,128.04)	.0
10-45120-701 COLUMBINE PARK	.00	364,645.40	200,000.00 (	164,645.40)	182.3
10-45120-702 COLUMBINE PARK LOAN EXP	.00	531,089.85	530,000.00 (	1,089.85)	100.2
TOTAL PARK MAINTENANCE	.00	976,198.79	768,500.00 (	207,698.79)	127.0

TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>KENDALL MOUNTAIN PARK</u>					
10-45121-330 TECHNICAL SERVICES	.00	.00	6,500.00	6,500.00	.0
10-45121-340 SNOW GROOMING	.00	1,749.39	9,000.00	7,250.61	19.4
10-45121-345 TESTING & INSPECTIONS	.00	17,917.18	5,000.00	( 12,917.18)	358.3
10-45121-400 KMRA SALES TAX PAYABLE	.00	.00	10,000.00	10,000.00	.0
10-45121-423 CUSTODIAL	.00	1,465.00	3,780.00	2,315.00	38.8
10-45121-430 REPAIRS & MAINTENANCE	.00	25,795.24	12,000.00	( 13,795.24)	215.0
10-45121-442 RENTALS	.00	4.07	.00	( 4.07)	.0
10-45121-614 OPERATING SUPPLIES	.00	18,650.84	18,000.00	( 650.84)	103.6
10-45121-620 ELECTRICITY	.00	3,747.52	13,000.00	9,252.48	28.8
10-45121-622 PROPANE	.00	12,345.24	9,766.00	( 2,579.24)	126.4
10-45121-700 KENDALL MOUNTAIN PLANNING	.00	.00	40,000.00	40,000.00	.0
10-45121-720 BUILDINGS	.00	4,506.07	175,000.00	170,493.93	2.6
TOTAL KENDALL MOUNTAIN PARK	.00	86,180.55	302,046.00	215,865.45	28.5
<u>COMMUNICATIONS &amp; EVENTS</u>					
10-46100-110 REGULAR EMPLOYEES	.00	50,748.10	50,748.00	( .10)	100.0
10-46100-130 OVERTIME	.00	.00	3,000.00	3,000.00	.0
10-46100-211 HEALTH & LIFE INSURANCE	.00	12,290.74	11,208.00	( 1,082.74)	109.7
10-46100-220 SOCIAL SECURITY CONTRIBUTIONS	.00	3,884.16	4,737.00	852.84	82.0
10-46100-230 RETIREMENT	.00	1,522.53	1,496.00	( 26.53)	101.8
10-46100-250 UNEMPLOYMENT INSURANCE	.00	82.96	152.00	69.04	54.6
10-46100-340 PROFESSIONAL SERVICES	.00	.00	1,000.00	1,000.00	.0
10-46100-341 TRAINING	.00	762.83	1,000.00	237.17	76.3
10-46100-347 ENTERTAINMENT/PERFORMERS	.00	10,090.00	10,782.00	692.00	93.6
10-46100-423 CUSTODIAL	.00	5,992.57	2,500.00	( 3,492.57)	239.7
10-46100-541 MARKETING	.00	10,810.89	10,000.00	( 810.89)	108.1
10-46100-614 OPERATING SUPPLIES	.00	3,908.57	2,000.00	( 1,908.57)	195.4
10-46100-621 REPLACEABLE FURNITURE	.00	.00	750.00	750.00	.0
10-46100-801 FIREWORKS	.00	4,500.00	4,000.00	( 500.00)	112.5
TOTAL COMMUNICATIONS & EVENTS	.00	104,593.35	103,373.00	( 1,220.35)	101.2
<u>CONTRIB TO FUTURE CAP OUTLAY</u>					
10-46500-850 CONTRIB TO FUTURE CAP OUTLAY	.00	25,000.00	25,000.00	.00	100.0
TOTAL CONTRIB TO FUTURE CAP OUTLAY	.00	25,000.00	25,000.00	.00	100.0

TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>BOND PRINCIPAL</u>					
10-47110-746	CATERPILLAR LEASES	.00	103,757.50	90,229.00	( 13,528.50)	115.0
10-47110-747	GENIE BOOM LIFT LEASE	.00	44,017.92	21,250.00	( 22,767.92)	207.1
10-47110-749	KUBOTA TRACTOR	.00	.00	13,489.00	13,489.00	.0
10-47110-751	PRINOTH SNOW GROOMER	.00	13,300.00	11,400.00	( 1,900.00)	116.7
10-47110-752	TOWN VEHICLE	.00	4,847.22	1,709.00	( 3,138.22)	283.6
10-47110-754	COLUMBINE PARK LEASE	.00	95,655.41	95,450.00	( 205.41)	100.2
	<u>TOTAL BOND PRINCIPAL</u>	<u>.00</u>	<u>261,578.05</u>	<u>233,527.00</u>	<u>( 28,051.05)</u>	<u>112.0</u>
	<u>OPERATING TRANSFERS OUT</u>					
10-49110-980	TRANSFER TO LIBRARY FUND	.00	125,000.00	125,000.00	.00	100.0
	<u>TOTAL OPERATING TRANSFERS OUT</u>	<u>.00</u>	<u>125,000.00</u>	<u>125,000.00</u>	<u>.00</u>	<u>100.0</u>
	<u>TOTAL FUND EXPENDITURES</u>	<u>.00</u>	<u>4,201,516.58</u>	<u>4,650,909.00</u>	<u>449,392.42</u>	<u>90.3</u>
	<u>NET REVENUE OVER EXPENDITURES</u>	<u>.00</u>	<u>( 609,974.04)</u>	<u>( 1,267,205.00)</u>	<u>( 657,230.96)</u>	<u>( 48.1)</u>

TOWN OF SILVERTON  
BALANCE SHEET  
DECEMBER 31, 2023

LIBRARY FUND

ASSETS

11-10100000	CASH-POOLED	16,007.73	
	TOTAL ASSETS		16,007.73

LIABILITIES AND EQUITY

FUND EQUITY

11-27300000	FUND BAL RESERVED - LIBRARY	7,753.00	
11-27500000	COMMITTED TO FUTURE CAP OUTLAY	1,500.00	
	UNAPPROPRIATED FUND BALANCE:		
11-27900000	FUND BALANCE UNRESERVED	21,944.09	
	REVENUE OVER EXPENDITURES - YTD	( 15,189.36)	
	BALANCE - CURRENT DATE	6,754.73	
	TOTAL FUND EQUITY		16,007.73
	TOTAL LIABILITIES AND EQUITY		16,007.73



TOWN OF SILVERTON  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

LIBRARY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
11-33-132100	FEDERAL GRANT - USAC (UNIVRSL	.00	.00	7,018.00	7,018.00	.0
11-33-493000	STATE GRANTS-LIBRARY	.00	3,000.00	9,000.00	6,000.00	33.3
	TOTAL SOURCE 33	.00	3,000.00	16,018.00	13,018.00	18.7
	<u>MISCELLANEOUS REVENUE</u>					
11-36-500000	CONTRIBUTIONS	.00	9,379.22	.00	( 9,379.22)	.0
	TOTAL MISCELLANEOUS REVENUE	.00	9,379.22	.00	( 9,379.22)	.0
	<u>OTHER REVENUES</u>					
11-38-000000	OTHER REVENUES	.00	824.90	.00	( 824.90)	.0
	TOTAL OTHER REVENUES	.00	824.90	.00	( 824.90)	.0
	<u>TRANSFERS</u>					
11-39-110000	TRANSFERS IN - GENERAL FUND	.00	125,000.00	125,000.00	.00	100.0
	TOTAL TRANSFERS	.00	125,000.00	125,000.00	.00	100.0
	TOTAL FUND REVENUE	.00	138,204.12	141,018.00	2,813.88	98.0

TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
11-45500-110 REGULAR EMPLOYEES	.00	69,823.02	62,000.00	( 7,823.02)	112.6
11-45500-115 PART-TIME/SEASONAL EMPLOYEES	.00	12,677.24	21,900.00	9,222.76	57.9
11-45500-211 HEALTH AND LIFE INSURANCE	.00	1,402.05	11,208.00	9,805.95	12.5
11-45500-220 SOCIAL SECURITY CONTRIBUTIONS	.00	6,312.53	7,970.00	1,657.47	79.2
11-45500-230 RETIREMENT CONTRIBUTIONS	.00	643.68	910.00	266.32	70.7
11-45500-250 UNEMPLOYMENT INSURANCE	.00	131.68	186.00	54.32	70.8
11-45500-255 PART-TIME UNEMPLOYMENT INS	.00	.00	64.00	64.00	.0
11-45500-321 AUTOMATION	.00	2,261.14	1,950.00	( 311.14)	116.0
11-45500-341 TRAINING	.00	1,340.40	1,000.00	( 340.40)	134.0
11-45500-420 CLEANING SERVICES	.00	896.70	.00	( 896.70)	.0
11-45500-423 CUSTODIAL	.00	.00	2,000.00	2,000.00	.0
11-45500-430 REPAIRS & MAINTENANCE	.00	18,175.48	20,418.00	2,242.52	89.0
11-45500-441 PO BOX RENTAL	.00	252.00	208.00	( 44.00)	121.2
11-45500-442 RICOH COPIER LEASE	.00	1,047.18	1,700.00	652.82	61.6
11-45500-443 INTERNET DSL	.00	3,468.35	1,800.00	( 1,668.35)	192.7
11-45500-531 POSTAGE	.00	12.60	100.00	87.40	12.6
11-45500-532 TELEPHONE	.00	613.86	1,200.00	586.14	51.2
11-45500-540 ADVERTISING	.00	1,784.12	2,000.00	215.88	89.2
11-45500-580 TRAVEL & MEALS	.00	2,111.60	1,500.00	( 611.60)	140.8
11-45500-590 ORGANIZATIONAL DUES	.00	105.00	300.00	195.00	35.0
11-45500-610 GENERAL & OFFICE SUPPLIES	.00	2,569.61	2,000.00	( 569.61)	128.5
11-45500-614 PROGRAMS	.00	3,001.08	2,000.00	( 1,001.08)	150.1
11-45500-620 ELECTRICITY	.00	980.00	1,500.00	520.00	65.3
11-45500-624 HEATING OIL	.00	6,195.12	8,000.00	1,804.88	77.4
11-45500-641 COLLECTION	.00	6,662.43	8,000.00	1,337.57	83.3
11-45500-650 STATE GRANT:EARLY LITERACY	.00	10,926.61	1,000.00	( 9,926.61)	1092.7
TOTAL LIBRARY	.00	153,393.48	160,914.00	7,520.52	95.3
TOTAL FUND EXPENDITURES	.00	153,393.48	160,914.00	7,520.52	95.3
NET REVENUE OVER EXPENDITURES	.00	( 15,189.36)	( 19,896.00)	( 4,706.64)	( 76.3)

TOWN OF SILVERTON  
BALANCE SHEET  
DECEMBER 31, 2023

CONSERVATION TRUST (PARKS)

ASSETS

20-10310000	CTF INVESTMENTS - BSJ	69,593.32	
	TOTAL ASSETS		69,593.32

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
20-27900000	FUND BALANCE UNRESERVED	63,075.06	
	REVENUE OVER EXPENDITURES - YTD	6,518.26	
	BALANCE - CURRENT DATE	69,593.32	
	TOTAL FUND EQUITY		69,593.32
	TOTAL LIABILITIES AND EQUITY		69,593.32

TOWN OF SILVERTON  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

CONSERVATION TRUST (PARKS)

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INTERGOVERNMENTAL REVENUE</u>					
20-33-780000	LOTTERY FUNDS	.00	6,518.26	7,156.00	637.74	91.1
	TOTAL INTERGOVERNMENTAL REVENUE	.00	6,518.26	7,156.00	637.74	91.1
	<u>MISCELLANEOUS REVENUE</u>					
20-36-100000	INTEREST REVENUE	.00	.00	21.00	21.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	21.00	21.00	.0
	TOTAL FUND REVENUE	.00	6,518.26	7,177.00	658.74	90.8
	NET REVENUE OVER EXPENDITURES	.00	6,518.26	7,177.00	658.74	90.8

TOWN OF SILVERTON  
BALANCE SHEET  
DECEMBER 31, 2023

MOLAS LAKE PARK FUND

ASSETS

21-10100000	CASH - POOLED	314,313.37	
	TOTAL ASSETS		314,313.37

LIABILITIES AND EQUITY

FUND EQUITY

21-27500000	COMMITTED TO FUTURE CAP OUTLAY	30,000.00	
	UNAPPROPRIATED FUND BALANCE:		
21-27900000	FUND BALANCE UNRESERVED	254,345.64	
	REVENUE OVER EXPENDITURES - YTD	29,967.73	
	BALANCE - CURRENT DATE	284,313.37	
	TOTAL FUND EQUITY		314,313.37
	TOTAL LIABILITIES AND EQUITY		314,313.37

TOWN OF SILVERTON  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

MOLAS LAKE PARK FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>USER FEES</u>					
21-34-741100 CAMPGROUND RESERVATIONS ONLINE	.00	187,372.05	200,000.00	12,627.95	93.7
21-34-743000 DOG SLED TOURS	.00	331.80	500.00	168.20	66.4
TOTAL USER FEES	.00	187,703.85	200,500.00	12,796.15	93.6
TOTAL FUND REVENUE	.00	187,703.85	200,500.00	12,796.15	93.6

PRELIMINARY

TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

MOLAS LAKE PARK FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MOLAS LAKE PARK</u>					
21-45220-330 OTHER PROFESSIONAL SERVICES	.00	20,427.64	6,181.00	( 14,246.64)	330.5
21-45220-340 MANAGEMENT SERVICES	.00	52,337.50	53,250.00	912.50	98.3
21-45220-341 CREDIT CARD FEES	.00	867.08	16,200.00	15,332.92	5.4
21-45220-350 ADMINISTRATIVE FEE	.00	55,562.00	55,562.00	.00	100.0
21-45220-410 OPERATING EXPENSES	.00	21,006.23	45,000.00	23,993.77	46.7
21-45220-430 REPAIRS & MAINTENANCE	.00	5,774.00	15,000.00	9,226.00	38.5
21-45220-520 INSURANCE	.00	.00	341.00	341.00	.0
21-45220-540 ADVERTISING	.00	1,761.67	500.00	( 1,261.67)	352.3
21-45220-610 SUPPLIES	.00	.00	5,000.00	5,000.00	.0
21-45220-620 ELECTRICITY	.00	.00	1,000.00	1,000.00	.0
TOTAL MOLAS LAKE PARK	.00	157,736.12	198,034.00	40,297.88	79.7
TOTAL FUND EXPENDITURES	.00	157,736.12	198,034.00	40,297.88	79.7
NET REVENUE OVER EXPENDITURES	.00	29,967.73	2,466.00	( 27,501.73)	1215.2

TOWN OF SILVERTON  
BALANCE SHEET  
DECEMBER 31, 2023

CEMETERY FUND

ASSETS

22-10100000	CASH - POOLED	54,609.44	
	TOTAL ASSETS		54,609.44

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
22-27900000	FUND BALANCE UNRESERVED	50,349.44	
	REVENUE OVER EXPENDITURES - YTD	4,260.00	
	BALANCE - CURRENT DATE	54,609.44	
	TOTAL FUND EQUITY		54,609.44
	TOTAL LIABILITIES AND EQUITY		54,609.44



TOWN OF SILVERTON  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

CEMETERY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>MISCELLANEOUS REVENUE</u>					
22-36-510000	CEMETERY SITE FEES	.00	4,260.00	5,000.00	740.00	85.2
	TOTAL MISCELLANEOUS REVENUE	.00	4,260.00	5,000.00	740.00	85.2
	TOTAL FUND REVENUE	.00	4,260.00	5,000.00	740.00	85.2

PRELIMINARY

TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

CEMETERY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HILLSIDE CEMETERY</u>					
22-44190-614 OPERATING SUPPLIES	.00	.00	20,000.00	20,000.00	.0
TOTAL HILLSIDE CEMETERY	.00	.00	20,000.00	20,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	20,000.00	20,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	4,260.00	( 15,000.00)	( 19,260.00)	28.4

PRELIMINARY

TOWN OF SILVERTON  
BALANCE SHEET  
DECEMBER 31, 2023

WATER FUND

ASSETS

51-10100000	CASH - POOLED	83,929.52	
51-11500000	ACCOUNTS RECEIVABLE	101,889.63	
51-14100000	INVENTORIES - MATERIAL & SUPPL	105,136.00	
51-16200000	BUILDINGS	222,775.00	
51-16300000	IMPROVEMENTS OTHER THAN BLDGS	2,156,557.21	
51-16310000	ACCUMULATED DEPRECIATION-OTHER	( 1,340,322.43)	
51-16400000	MACHINERY & EQUIPMENT	253,060.99	
51-16410000	ACCUMULATED DEPRECIATION-MACH	( 135,868.00)	
TOTAL ASSETS			<u>1,447,157.92</u>

LIABILITIES AND EQUITY

LIABILITIES

51-22550000	CWRPDA #18F390 LOAN PAYABLE	220,677.55	
51-23120000	LEASE PAYABLE	2,723.50	
TOTAL LIABILITIES			223,401.05

FUND EQUITY

51-27500000	COMMITTED TO FUTURE CAP OUTLAY	323,276.33	
UNAPPROPRIATED FUND BALANCE:			
51-27900000	RETAINED EARNINGS	1,039,088.56	
	REVENUE OVER EXPENDITURES - YTD	( 138,608.02)	
BALANCE - CURRENT DATE		900,480.54	
TOTAL FUND EQUITY			<u>1,223,756.87</u>
TOTAL LIABILITIES AND EQUITY			<u>1,447,157.92</u>

TOWN OF SILVERTON  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>GRANT REVENUES</u>					
51-33-430400	GRANTS	.00	.00	200,000.00	200,000.00	.0
	TOTAL GRANT REVENUES	.00	.00	200,000.00	200,000.00	.0
	<u>CHARGES FOR SERVICES</u>					
51-34-410000	WATER FEES	.00	284,715.96	260,000.00	( 24,715.96)	109.5
51-34-411000	WATER TAP CONNECTION FEES	.00	7,957.00	34,672.00	26,715.00	23.0
51-34-412000	PLANT INVESTMENT FEES	.00	18,604.00	51,161.00	32,557.00	36.4
51-34-413000	COMMITTED FOR FUTURE CAP ACQ	.00	103,013.73	102,336.00	( 677.73)	100.7
	TOTAL CHARGES FOR SERVICES	.00	414,290.69	448,169.00	33,878.31	92.4
	<u>OTHER REVENUES</u>					
51-38-000000	OTHER REVENUES	.00	.00	200.00	200.00	.0
51-38-100000	WATER DISPENSER REVENUE	.00	2,495.21	3,000.00	504.79	83.2
	TOTAL OTHER REVENUES	.00	2,495.21	3,200.00	704.79	78.0
	TOTAL FUND REVENUE	.00	416,785.90	651,369.00	234,583.10	64.0

TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE HYDRANT REPAIR SERVICES</u>						
51-42260-730	FIRE HYDRANTS	.00	26,802.66	10,000.00	( 16,802.66)	268.0
	TOTAL FIRE HYDRANT REPAIR SERVICES	.00	26,802.66	10,000.00	( 16,802.66)	268.0
<u>DISTRIBUTION (INCL TANK)</u>						
51-43310-340	TECHNICAL	.00	1,916.70	2,500.00	583.30	76.7
51-43310-430	REPAIRS & MAINTENANCE	.00	29,834.16	20,000.00	( 9,834.16)	149.2
51-43310-612	GRAVEL	.00	5,418.75	7,000.00	1,581.25	77.4
51-43310-614	OPERATING SUPPLIES	.00	3,381.22	12,000.00	8,618.78	28.2
51-43310-616	WATER METERS	.00	.00	5,000.00	5,000.00	.0
51-43310-619	WATER TAP CONNECT EQUIP	.00	.00	15,000.00	15,000.00	.0
	TOTAL DISTRIBUTION (INCL TANK)	.00	40,550.83	61,500.00	20,949.17	65.9
<u>TREATMENT</u>						
51-43320-345	TESTING & INSPECTIONS	.00	3,518.80	5,714.00	2,195.20	61.6
51-43320-346	PERMITS	.00	1,120.00	4,431.00	3,311.00	25.3
51-43320-430	REPAIRS & MAINTENANCE	.00	6,407.60	10,000.00	3,592.40	64.1
51-43320-614	OPERATING SUPPLIES	.00	10,875.25	10,000.00	( 875.25)	108.8
51-43320-620	ELECTRICITY	.00	2,867.00	4,500.00	1,633.00	63.7
51-43320-622	PROPANE	.00	7,414.47	7,770.00	355.53	95.4
	TOTAL TREATMENT	.00	32,203.12	42,415.00	10,211.88	75.9
<u>SOURCE/SUPPLY &amp; TRANSMISSION</u>						
51-43330-430	REPAIRS & MAINTENANCE	.00	10,670.00	10,000.00	( 670.00)	106.7
51-43330-730	IMPROVEMENTS OTHER THAN BLDGS	.00	3,305.02	15,000.00	11,694.98	22.0
51-43330-750	GRANT EXPENDITURES	.00	.00	200,000.00	200,000.00	.0
	TOTAL SOURCE/SUPPLY & TRANSMISSION	.00	13,975.02	225,000.00	211,024.98	6.2
<u>ADMINISTRATION</u>						
51-43340-340	TECHNICAL	.00	3,906.97	7,500.00	3,593.03	52.1
51-43340-341	TRAINING	.00	.00	2,000.00	2,000.00	.0
51-43340-342	LEGAL FEES	.00	.00	1,000.00	1,000.00	.0
51-43340-350	ADMINISTRATIVE FEE	.00	419,395.00	419,395.00	.00	100.0
51-43340-580	TRAVEL & MEALS	.00	721.93	1,000.00	278.07	72.2
51-43340-590	ORGANIZATIONAL DUES	.00	56.76	325.00	268.24	17.5
51-43340-626	FUEL	.00	6,419.82	4,837.00	( 1,582.82)	132.7
	TOTAL ADMINISTRATION	.00	430,500.48	436,057.00	5,556.52	98.7

TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DEBT INTEREST</u>					
51-47220-723	CWPDA SRF LOAN DEBT PRINCIPAL	.00	8,487.60	8,488.00	.40	100.0
51-47220-724	WATER DISPENSER LOAN	.00	2,134.21	.00	( 2,134.21)	.0
	TOTAL DEBT INTEREST	.00	10,621.81	8,488.00	( 2,133.81)	125.1
	<u>GLTD LEASE</u>					
51-47310-722	CWPDA SRF LOAN	.00	740.00	8,575.00	7,835.00	8.6
	TOTAL GLTD LEASE	.00	740.00	8,575.00	7,835.00	8.6
	TOTAL FUND EXPENDITURES	.00	555,393.92	792,035.00	236,641.08	70.1
	NET REVENUE OVER EXPENDITURES	.00	( 138,608.02)	( 140,666.00)	( 2,057.98)	( 98.5)

TOWN OF SILVERTON  
BALANCE SHEET  
DECEMBER 31, 2023

SEWER FUND

ASSETS

52-10100000	CASH - POOLED	(	71,472.21)	
52-11500000	ACCOUNTS RECEIVABLE		71,463.52	
52-14100000	INVENTORIES - MATERIAL & SUPPL		7,351.00	
52-16100000	LAND		670.10	
52-16300000	IMPROVEMENTS OTHER THAN BLDGS		1,114,534.66	
52-16310000	ACCUMULATED DEPRECIATION-OTHER	(	807,626.00)	
52-16400000	MACHINERY & EQUIPMENT		224,294.00	
52-16410000	ACCUMULATED DEPRECIATION-MACH	(	106,139.00)	
TOTAL ASSETS				433,076.07

LIABILITIES AND EQUITY

FUND EQUITY

52-27500000	COMMITTED TO FUTURE CAP OUTLAY		66,343.41	
UNAPPROPRIATED FUND BALANCE:				
52-27900000	RETAINED EARNINGS		454,384.10	
	REVENUE OVER EXPENDITURES - YTD	(	87,651.44)	
BALANCE - CURRENT DATE				366,732.66
TOTAL FUND EQUITY				433,076.07
TOTAL LIABILITIES AND EQUITY				433,076.07

TOWN OF SILVERTON  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>GRANT REVENUE</u>					
52-33-430402	GRANT REVENUE	.00	.00	2,000,000.00	2,000,000.00	.0
	TOTAL GRANT REVENUE	.00	.00	2,000,000.00	2,000,000.00	.0
	<u>CHARGES FOR SERVICES</u>					
52-34-420000	SEWER FEES	.00	241,097.90	235,000.00	( 6,097.90)	102.6
52-34-421000	SEWER TAP CONNECTION FEES	.00	12,986.00	31,520.00	18,534.00	41.2
52-34-422000	PLANT INVESTMENT FEES	.00	11,096.00	27,740.00	16,644.00	40.0
52-34-423000	COMMITTED FOR FUTURE CAP ACQ	.00	20,101.51	19,861.00	( 240.51)	101.2
	TOTAL CHARGES FOR SERVICES	.00	285,281.41	314,121.00	28,839.59	90.8
	TOTAL FUND REVENUE	.00	285,281.41	2,314,121.00	2,028,839.59	12.3



TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GRANT EXPENDITURES</u>					
52-43200-402 GRANTS	.00	.00	1,500,000.00	1,500,000.00	.0
TOTAL GRANT EXPENDITURES	.00	.00	1,500,000.00	1,500,000.00	.0
<u>SANITARY SEWER MAINTENANCE</u>					
52-43252-430 REPAIRS & MAINTENANCE	.00	22,293.43	40,000.00	17,706.57	55.7
52-43252-612 GRAVEL	.00	5,418.75	8,000.00	2,581.25	67.7
52-43252-614 OPERATING SUPPLIES	.00	717.35	.00	( 717.35)	.0
TOTAL SANITARY SEWER MAINTENANCE	.00	28,429.53	48,000.00	19,570.47	59.2
<u>TREATMENT PLANT</u>					
52-43256-330 ENGINEERING	.00	10,757.50	10,000.00	( 757.50)	107.6
52-43256-345 TESTING & INSPECTIONS	.00	5,759.00	10,000.00	4,241.00	57.6
52-43256-346 PERMITS	.00	1,593.00	3,282.00	1,689.00	48.5
52-43256-430 REPAIRS & MAINTENANCE	.00	15,389.76	10,000.00	( 5,389.76)	153.9
52-43256-614 OPERATING SUPPLIES	.00	2,896.95	6,399.00	3,502.05	45.3
52-43256-620 ELECTRICITY	.00	24,036.00	45,000.00	20,964.00	53.4
52-43256-622 PROPANE	.00	929.68	1,500.00	570.32	62.0
52-43256-750 GRANTS - TREATMENT PLANT	.00	1,158.00	500,000.00	498,842.00	.2
TOTAL TREATMENT PLANT	.00	62,519.89	586,181.00	523,661.11	10.7
<u>SEWER ADMINISTRATION</u>					
52-43257-340 TECHNICAL	.00	3,107.10	7,500.00	4,392.90	41.4
52-43257-341 TRAINING	.00	.00	1,000.00	1,000.00	.0
52-43257-350 ADMINISTRATIVE FEE	.00	272,456.51	272,456.51	.00	100.0
52-43257-580 TRAVEL & MEALS	.00	.00	1,000.00	1,000.00	.0
52-43257-626 FUEL	.00	6,419.82	5,113.00	( 1,306.82)	125.6
TOTAL SEWER ADMINISTRATION	.00	281,983.43	287,069.51	5,086.08	98.2
TOTAL FUND EXPENDITURES	.00	372,932.85	2,421,250.51	2,048,317.66	15.4
NET REVENUE OVER EXPENDITURES	.00	( 87,651.44)	( 107,129.51)	( 19,478.07)	( 81.8)

TOWN OF SILVERTON  
BALANCE SHEET  
DECEMBER 31, 2023

REFUSE FUND

ASSETS

53-10100000	CASH - POOLED	(	90,704.12)	
53-11500000	ACCOUNTS RECEIVABLE		58,204.85	
53-16400000	MACHINERY & EQUIPMENT		17,638.00	
53-16410000	ACCUMULATED DEPR - MACH/EQUIP	(	17,638.00)	
TOTAL ASSETS			(	32,499.27)

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
53-27900000	RETAINED EARNINGS		38,241.42	
	REVENUE OVER EXPENDITURES - YTD	(	70,740.69)	
BALANCE - CURRENT DATE			(	32,499.27)
TOTAL FUND EQUITY			(	32,499.27)
TOTAL LIABILITIES AND EQUITY			(	32,499.27)

TOWN OF SILVERTON  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

REFUSE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INTERGOVERNMENTAL REVENUE</u>					
53-33-800000	RECYCLING REBATES - STATE	.00	8,326.31	.00	( 8,326.31)	.0
	TOTAL INTERGOVERNMENTAL REVENUE	.00	8,326.31	.00	( 8,326.31)	.0
	<u>CHARGES FOR SERVICES</u>					
53-34-430000	REFUSE FEES	.00	211,933.62	280,350.00	68,416.38	75.6
	TOTAL CHARGES FOR SERVICES	.00	211,933.62	280,350.00	68,416.38	75.6
	<u>OTHER REVENUES</u>					
53-38-000000	BEAR AWARE DONATIONS	.00	365.00	6,000.00	5,635.00	6.1
	TOTAL OTHER REVENUES	.00	365.00	6,000.00	5,635.00	6.1
	TOTAL FUND REVENUE	.00	220,624.93	286,350.00	65,725.07	77.1

TOWN OF SILVERTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2023

REFUSE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>SANITATION</u>					
53-43200-330	PROF SERVICES	.00	3,094.59	2,000.00	( 1,094.59)	154.7
53-43200-340	CONTRACT SERVICES	.00	260,693.03	275,643.00	14,949.97	94.6
53-43200-350	ADMINISTRATIVE FEE	.00	27,578.00	27,578.00	.00	100.0
	TOTAL SANITATION	.00	291,365.62	305,221.00	13,855.38	95.5
	TOTAL FUND EXPENDITURES	.00	291,365.62	305,221.00	13,855.38	95.5
	NET REVENUE OVER EXPENDITURES	.00	( 70,740.69)	( 18,871.00)	51,869.69	(374.9)

PRELIMINARY



## AGENDA MEMO

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SUBJECT: MOU with San Juan Development Association for the facilitation of the Main Streets Program

STAFF CONTACT: Gloria Kaasch-Buerger

MEETING DATE: February 26, 2024

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### Overview:

In 2023 the Town of Silverton became a [Main Street Community](#). The Colorado Main Street Program helps communities build local capacity toward downtown revitalization. Each local program sets a vision for its community and consistently works toward achieving that vision. Colorado Main Street staff provides technical assistance, training, and small financial grants to help communities work toward these prerequisites and requirements.

At the November 28<sup>th</sup> Meeting the Board approved Resolution 2022-24 supporting the application to the Colorado Department of Local Affairs to the Main Street Candidate Program. We were accepted in the program in 2024. The following is an MOU with San Juan Development Association to facilitate our Main Street Program.

### Budget Impact:

None

### Master Plan Priority:

Not specifically mentioned, but supports the Goal to Create a resilient, year-round economy that supports a strong, livable community.

### Trustee Priority:

1. Strategically expand staff capacity

### Suggested Motion or Direction:

Included in consent agenda.

## **MEMORANDUM OF UNDERSTANDING**

### **Colorado Department of Local Affairs, the Local Program, and the City/Town of Silverton**

This memorandum of understanding ("Agreement") is entered into and executed by the Colorado Department of Local Affairs, a subdivision of the State of Colorado ("DOLA"), Community Program Silverton Main Street (Local Program ), and the City-Town of Silverton (the "City/Town").

#### **I. RECITALS**

WHEREAS, the National Main Street Program strives to revitalize older and historical commercial districts to build vibrant neighborhoods and thriving economies; and

WHEREAS, the Colorado Main Street Program is the State's coordinating program to help Colorado's local Main Street Programs with proven revitalization strategies and needed organization to help identify and leverage opportunities and resources to further the National Main Street Center's Program goals; and

WHEREAS, the City/Town is committed to enhancing downtown; and

WHEREAS, the City/Town wishes to create a vibrant and historic small town where the entire community gathers and connects; and

WHEREAS, the City/Town wants to retain, attract, and improve access for businesses to promote the local economy; and

WHEREAS, the City/Town helps support these goals by providing support to local businesses, hosting/supporting local events to create a vibrant community, funding/supporting beautification projects, connecting businesses to resources; and

WHEREAS, the City/Town benefits greatly by having access to additional grant funding only offered to official Main Streets Programs; and

WHEREAS, enhance the City/Town's economic development efforts, which will benefit the entire community.

#### **II. AGREEMENT**

THEREFORE, in consideration of the foregoing and of the mutual promises set forth herein, the parties hereto agree to the following regarding the City/Town:

##### **A. The Colorado Main Street Program agrees to:**

Assist the City/Town and local program manager in understanding and following the National Main Street Approach.

Provide the City/Town and the local program manager with the necessary information to promote the Colorado Main Street program.

Provide the City/Town and the local program manager with training opportunities and technical assistance regularly and upon request, including periodic professional development training and the annual Main Street Summit.

Advise the City/Town and the local program manager of additional training and grant opportunities.

Conduct an annual visit to the City/Town to discuss the current community work plan, future work plan, this Agreement, and the requirements and prerequisites of the tiered program.

Review the local program self-assessment annually per Main Street America™ Program accreditation criteria.

Offer and administer scholarship grants subject to available funding. DOLA will advise the City/Town and the local program manager on procedures and policies for applying for funding.

Offer and administer non-competitive mini-grants subject to available funding. In order to be eligible for mini-grants, the project or item must be listed on the local program's Annual work plan that is submitted to DOLA/ Colorado Main Street annually. DOLA will advise the City/Town and the local program manager on procedures and policies for mini-grant eligibility and opportunities.

Offer and administer funding to hire consultants to aid the City/Town and the local program manager in completing community-identified work plan projects subject to available funding.

Act as liaison and facilitate communications between City/Town and other Main Street communities, state agencies, partners, and the Main Street America™ Program, as they relate to the local program.

Provide technical assistance and assistance with the organizational development of the program to the City/Town and the local program manager as requested and as resources are available. Requested services must be related to Main Street's Strategic Plan initiatives.

Offer preservation architectural services as available to the City/Town businesses.

**B. City/Town and local program agrees to the following requirements as described in the Program Prerequisites and Requirements section of the Colorado Main Street Program Manual:**

Maintain an ongoing and supportive relationship with the Local Program. The City/Town shall work collaboratively with DOLA/Colorado Main Street and the Local Program to resolve any disputes related to this Agreement or the Program.

Subject to annual appropriations, provide support to the Local Program for financial sustainability. This can include a financial commitment or in-kind contributions to maintain a paid professional Local Program Manager.

The City/Town will partner with the Local Program and, subject to appropriations, provide financial support for programming, projects, and grant matching to further the goals and mission of the Main Street Program.

Act as the fiscal agent for contracts or purchase orders from DOLA on behalf of the Local Program.

The City/Town, in consultation with the Local Program's board, will ensure that the Local Program Manager maintains the program in good standing under this Agreement, meeting state and national Main Street requirements.

**C. The Local program agrees to the following requirements as described in the Program Prerequisites and Requirements section of the Colorado Main Street Program Manual:**

Follow the National Main Street Approach™ as recommended by the Main Street America™ Program and the Colorado Main Street Program.

Maintain an active board of directors with a diverse representation of community stakeholders.

Maintain a single point of contact for communications with the local program manager to coordinate activities.

Develop and support the implementation of a multi-year strategic plan incorporating the community's vision and the Main Street Four Points.

Identify and work toward 1-3 Transformation Strategies annually.

Develop an Annual Work Plan in coordination with the City/Town on or before the deadline listed in the Colorado Main Street Program Manual.

Maintain an adequate budget for local program sustainability.

Maintain a Main Street district boundary map.

Maintain and continually improve community awareness of the local program and garner support from the private and public sectors.

Positively promote the local program as an official Colorado Main Street Community. Use the Colorado Main Street logo on all DOLA-sponsored Main Street trainings, websites, reports, and other materials.

Attend at least two Main Street trainings annually, provided by DOLA, Main Street America™, or other agencies, for continuing professional development. Training may be attended by the Local Program Manager, staff, board members, or volunteers.

Attend the Main Street Summit annually as provided by DOLA. In the event that the Local Program Manager cannot attend, the Local Program Manager shall coordinate with the Local Program Board of Directors for representation and attendance.

Host a DOLA on-site visit to the City/Town and assist with local arrangements.

Host an annual board of directors retreat to develop the local program's annual work plan, discuss priorities, and recognize achievements and volunteers. Annually, present the work plan to the City/Town for alignment of priorities and objectives.

Submit quarterly reports and reinvestment statistics as required by the Colorado Main Street Program.

Apply for DOLA mini-grant funding to Colorado Main Street. The project must be listed on the annual work plan.

Present at least once annually a "State of Main Street" report to the City/Town and DOLA.

Present an annual financial report to the City/Town and DOLA.

Support the local program manager in applying for eligible grant opportunities.



Maintain compliance with all program requirements as outlined in the Colorado Main Street Program Manual, listed under prerequisites and requirements. If the local program is at the **Excelling** or the **Exceptional** level, this includes:

- Complete an annual review to evaluate the performance of the local program manager.
- Maintain a volunteer management program.
- Maintain a website or webpage for the local program.
- Attend at least one Certified Local Government training.
- Maintain a succession/transition plan for local program staff and board members.
- Maintain a building and property inventory.
- Maintain a business inventory of the Main Street district.
- Maintain a historic building inventory and list of historic assets of the Main Street district.
- Demonstrate a strong adherence to the Main Street program's historic preservation goals and policies.

Maintain compliance with this Agreement and state and local laws. If the City/Town is unable to comply with any state and/or local laws, they must reach out immediately to the DOLA PM for review.

### **III. TERM AND OTHER CONDITIONS**

- A. This Agreement will align with the DOLA mini-grant program.
- B. The term of this Agreement shall begin in February 2024 and remain in place until and unless terminated by any party. In the event that the City/Town changes tiers according to the requirements of the Colorado Main Street Program or the Colorado Main Street Program changes program requirements to be inconsistent with the terms of this Agreement, the parties agree to work toward amending this Agreement in compliance with those requirements.
- C. This Agreement may be amended only in writing with the approval of the DOLA Main Street Coordinator, the President of the Board for the local program, and the City/Town elected officials.
- D. Notwithstanding any other provisions of this Agreement, if funds anticipated for continued fulfillment at the time of the Agreement are, at any time, not forthcoming or insufficient, then DOLA shall have the right to amend or terminate this Agreement..
- E. If any party fails to fulfill its obligations under this Agreement in a timely and proper manner or violates any terms of this Agreement, DOLA shall have the right to terminate this Agreement and withhold further services...
- F. Colorado Main Street Program Manual is a reference document for this Agreement. In the event of a conflict between this Agreement and the Colorado Main Street Program Manual, the Agreement will be controlling.

### **IV. REPRESENTATIONS AND WARRANTIES**

The City/Town represents and warrants (i) that it has no obligations, legal or otherwise, inconsistent with the terms of this Agreement, (ii) that the performance of the services called for by this Agreement does not and will not violate any applicable law, rule or regulation or any proprietary or other right of any third party, (iii) that it will not use in the performance of responsibilities under this Agreement any confidential information or trade secrets of any other

person or entity and (iv) that it has not entered into nor will enter into any agreement (whether oral or written) in conflict with this Agreement.

## **V. ENTIRE AGREEMENT AND NOTICE**

This Agreement contains the entire understanding of the parties and may not be amended. Any notice given under this Agreement will be sufficient if it is in writing and 1) if sent by certified or registered mail or 2) by electronic mail with receipt confirmed by the receiving party, to:

Colorado Department of Local Affairs  
Director, Division of Local Government  
1313 Sherman Street, Rm 521  
Denver, CO 80203

City/Town Representative

Name, Title, address, XYZ

## **VI. COMPLIANCE WITH LAW**

In connection with his/her services rendered hereunder, all parties agree to abide by all applicable federal, state, and local laws, ordinances, and regulations.

## **VI. COMPLIANCE WITH LAW**

In connection with his/her services rendered hereunder, all parties agree to abide by all applicable federal, state, and local laws, ordinances, and regulations.

## **VII. GOVERNING LAW**

This Agreement will be construed in accordance with, and all actions arising hereunder will be governed by, the laws of the State of Colorado.

CITY/TOWN

\_\_\_\_\_

Mayor's signature

Date

\_\_\_\_\_


Print name

LOCAL PROGRAM

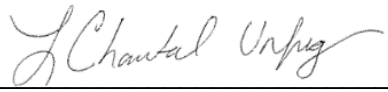
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President/Chair's signature

Date

  
Print name

COLORADO DEPARTMENT OF LOCAL AFFAIRS

  
\_\_\_\_\_

Representative's signature

February 09, 2024

Date

Chantal Unfug

Print name



1360 Greene Street  
Silverton, CO 81433  
970.387.5522

February 16, 2024

Dear CML Annual Conference Scholarship Committee,

The Town of Silverton's Board of Trustees fully support the attendance of our Town Administrator, Gloria Kaasch-Buerger, to the Colorado Municipal League's Annual Conference June 18-21, 2024

Being a small, rural town in Southwest Colorado it is a financial strain to send our staff and trustees to in-person training opportunities. Our training budgets often need to incorporate extra nights at hotels and larger mileage reimbursements to attend in-person events. While the Town has modestly increased our training budget for 2024, it is still not adequate to attend a conference of this size and distance from Silverton.

The Town of Silverton has not had a representative attend the event in over 5 years. We understand the value of the conference but have not been able to align schedules or afford the expense. The town plans on sending two trustees with Gloria to the conference this year. This year's conference offers many topics that our representative could bring back tools to our community including sessions on affordable housing, and organizational leadership.

The scholarship will not be able to cover all our expenses since we are coming from so far away, but it would make it financially feasible to attend. Please consider Gloria's application for a scholarship award.

Sincerely,

## Town of Silverton Staff Report

**Department:** Administration  
**Head of Department:** Gloria Kaasch-Buerger  
**Date of Trustee Meeting:** February 26, 2024

**For immediate Trustee consideration:**

Need to schedule a Special Meeting on March 26<sup>th</sup> or 27<sup>th</sup> for final annexation.

**Regular Meetings & Communication:**

2.8 CCCMA BOD Meeting  
 2.8 Energy Codes/Building Code Updates  
 2.8 Community Builders  
 2.9 Annexation Review  
 2.12 CPS Budgeting  
 2.13 SJDA Grants Coordinator  
 2.13 Clarion Code Rewrite  
 2.13 Historic Review Committee  
 2.14 CPS Budget Discussion  
 2.15 Team GOLD second grant planning  
 2.16 Lunch with Willy  
 2.16 Housing check in  
 2.16 Canyon View Application  
 2.20 Finance Committee  
 2.20 Energy Grant Discussion SMPA  
 2.21 EPA CAG Meeting  
 2.22 Accountant Meeting  
 2.22 Kendall Deck Plans  
 2.22 Library Board Meeting  
 2.22 Natural Resources Damages Pannel

**Top on the TO DO list:**

Assist with WWTP and Water Funding  
 Code Rewrite Grant Reporting  
 Learning Sessions  
 Infrastructure Reimbursement Policy  
 Tax account organization  
 Finance Organization- Starting with SOPs for GL Codes  
 Rate Study Assistance  
 Energizing Rural Communities Prize Administration  
 Annexation of Anvil  
 Attorney Review  
 Affordable Housing Projects  
 Congressional Directed Spending Requests  
 New Trustee Orientation Materials

**Grants (applications, updates, awards):**

**Awarded and currently in progress:**

Planning Grant for WWTP 10K received on 11/1  
 USDA collection system Grant/Loan received on 12/23

**NEW:** DOLA EIAF Engineering Plans for Boxcar Apartments \$79,281.00

**Applied/Awaiting Award:**

More Housing Now Grant DOLA  
 Building Capacity Grant DOLA

**Upcoming Issues:**

CDOT Shed relocation  
 Power Redundancy/Micro Grid  
 Signs/Parking around town  
 Entrance Monument  
 Snow Route Code Rewrite  
 Municipal Court Code Rewrite  
 Blair Street Project  
 Marijuana Code Rewrite  
 Perimeter Trail Planning  
 PW Capital Improvements Plan  
 FPR Capital Improvements Plan

**Notable completed tasks:**

Random Drug Testing New Protocol

**Learning/ Professional Development:**

2.20 Professional Coaching  
 2.21 DOLA Managers Update  
 2.21 CML Legislative Training  
 Currently Reading: Clarity First by Karen Martin

## Town of Silverton Staff Report

Department: Community Development / Planning

Head of Department: Lucy Mulvihill

Date of Trustee meeting: 02.26.2024

For immediate Trustee consideration:

- Second Reading of Ordinance 2024-01 An Ordinance Amending Chapter 16, Article 4, Division 6, of the Silverton Municipal Code by amending the requirements of the Architectural Review Overlay District
- Public Hearing: 24-04 SUP 1337 Blair Consideration of a Use Subject to Review for retail not conducted in a closed building located at 1337 Blair Street
- Notice of Petition to Annex and Resolution 2024-05 Substantial Compliance Resolution for the Annexation of Anvil Mountain Subdivision
- Resolution 2024-06 3 Mile Plan Annual Adoption

Regular Meetings & Communication:

**2.20 Planning Commission Meeting**

**2.13 Historic Review Committee Meeting**

**2.8 Southwest Regional Transit Meeting**

**Bonita Peak Mining District Planning Meeting**

**Bi-Monthly Code Update Meeting**

**Weekly meeting with Community Planning Strategies**

Top on the TO DO list:

**Annexation Anvil Mnt Sub 1**

**Annexation Anvil Mnt Sub 2**

**Land Use Code Update**

**Application Processing**

**Application inquiry**

**Brownfields Contract with Ramboll**

**Brownfields Community Kick-off Meeting Planning**

**Updating application processing**

Grants (applications, updates, awards):

**Brownfields-** Contract Under Review

Lackawanna Conceptual Plans almost complete

Q1 reporting done

Community Kick off meeting planning underway

**CDOT** – transferring lead responsibility to Steve Mead and Anne Chase.

**Anvil Mnt Sub 1 Annexation** – Annexation hearing scheduled for March 25, 2024.

Public notice has been sent to the paper.

Upcoming Issues:

**Annexation Hearing**

**Annexation Zoning**

**Land Use Code Draft 1**

**24-05 ZON Blk H Rathmell**

<p>Notable completed tasks:</p> <p>Formed The Historic review committee, who has adopted by-laws, paraments procedure, adjusted staff report style</p> <p>Step one of annexation, substantial compliance resolution is complete</p> <p>Facilitated the signing of the CDOT TAP IGA signing</p> <p>Completed 2 community learning sessions</p> <p>Assisted in draft one of code update</p> <p>Completed “writing for planners course”</p>	<p>Ongoing Project Update</p> <p><b>Annexation-</b> in process. Annexation hearing is scheduled for the week of March 25</p> <p><b>Blair Street Sidewalk Improvements</b> – handing over the lead to Steve Mead and Anne Chase</p> <p><b>Historic Review Committee-</b> Has held its first 4 meetings, adopting by-laws, discussing parliamentary procedures, requesting code changes, requesting staff report changes, reviewing applications.</p> <p><b>Brownfields</b> – Community Kick-off meeting schooled for early summer.</p> <p>Lackawanna Conceptual Plans – almost complete. Will be presented to the community during community kick off meeting.</p> <p><b>Learning Sessions</b> – on hold until April</p> <p><b>Build Out Analysis-</b> waiting on deliverable.</p> <p><b>Code Update-</b> Draft 1 is almost complete.</p> <p><b>Land Banking information-</b> on hold.</p> <p><b>CLG-</b> on hold.</p> <p><b>Housing</b> – Working with Anne Chase on site plans for multi-family units in Anvil.</p> <p><b>Wetlands</b> - Inventory complete.</p> <p><b>Dimensional Standards-</b> being addressed in code update</p> <p><b>EV Chargers-</b> waiting to hear from Helios Charging. The regional EV readiness Report is almost complete.</p> <p><b>GIS-</b> data is being updated and cleaned by CPS.</p> <p><b>Prop 123-</b> Committed.</p> <p><b>Bonita Peak Minding District Planning Group-</b> exploring projects stream to new funds available for communities downstream of BPMD.</p> <p><b>Zanoni Property-</b> Awaiting Phase 1</p>
<p>Applications in Process:</p> <p><b>24-01 OVR 661 Greene</b></p> <p><b>24-04 SUP 1337 Blair</b></p> <p><b>24-05 ZON Blk H Rathmell</b></p> <p><b>24-08 ANX Anvil Mnt Sub 1</b></p> <p><b>24-09 ANX Anvil Mnt Sub 2</b></p> <p><b>2 applications under review</b></p> <p><b>4 applications in the inquiry phase</b></p>	<p>Professional Development:</p> <p>Completed course in “Writing for Planners”</p>





**Town of Silverton  
Staff Report**

<b>Department: Deputy Clerk</b> <b>Head of Department: Town Clerk</b> <b>Date of Trustee Meeting: February 26<sup>th</sup>, 2024</b>	
<b>For Immediate Trustee Consideration: None</b>	
<b>Regular Meetings &amp; Communication:</b> <ul style="list-style-type: none"><li>- Regular Thursday staff meeting</li><li>- Ongoing communication amongst staff members</li></ul>	<b>Top on the TO DO List:</b> <ul style="list-style-type: none"><li>- SharePoint Migration</li><li>- Organizing shared drive</li><li>- Water/Wastewater Service Inventory Spreadsheet</li><li>- SOP construction</li><li>- GL account clean up</li></ul>
<b>Grants (applications, updates, awards):</b> <ul style="list-style-type: none"><li>-</li></ul>	<b>Upcoming Items:</b> <ul style="list-style-type: none"><li>- Mailing out ballots</li></ul>
<b>Notable Completed Tasks:</b> <ul style="list-style-type: none"><li>- Water/Sewer rate study spreadsheet</li><li>- Website updates completed as things come along.</li></ul>	<b>Ongoing Project Updates:</b> <ul style="list-style-type: none"><li>- Lodging fees almost completely paid for 2023.</li><li>- Tickets recorded in spreadsheet as soon as they are brought over from the Sherrif's department. Payments recorded and filed.</li><li>- First 3 folders cleaned up and ready to move over to SharePoint.</li></ul>
<b>Learning/Professional Development:</b> <ul style="list-style-type: none"><li>- Will obtain notary license</li><li>- Continued refinement of clerk operations.</li></ul>	<b>COVID Related: None</b>

**Town of Silverton  
Staff Report**

**Department: Town Clerk/ Treasurer**  
**Head of Department: Melina Marks Lanis**  
**Date of Trustee Meeting: February 26<sup>th</sup>, 2024**

**For Immediate Trustee Consideration: None**

**Regular Meetings & Communication:**

- 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:**

- Send out public notice of EQR Rates
- Create policy surrounding “seasonal” v. “year-round” business (EQR project)
- Prep for February actuals.
- Continue with Election duties.
- Prepare for the 2024 Audit.
- Organize the office.
- Refine filing systems/ write new SOPS.

**Grants (applications, updates, awards):**

**Upcoming Items:**

- Prepare to mail out notice of TABOR comments (if any materialize).
- Mail out ballots.
- Support staff in the annexation process.
- Continue to address issues with ADP.
- Cross-train in other positions to ensure redundancy.

**Notable Completed Tasks:**

- Petition and Resolution for Anvil Annexation
- Refuse Fund Resolution
- 2024 Fee Schedule
- New lodging fees implemented.
- UOCAVA Ballots mailed out.
- TABOR question published in the paper.
- Coordination of the candidate’s night.
- Neptune 360 (meter reading software) training is set up to occur this week.
- A successful Silverton Skijoring last weekend.

**Ongoing Project Updates:**

- Continue to master ADP’s Workforce Now payroll platform.
- Master Caselle
- Communicate with the accountant.
- Support staff and administration.
- Pursue more grant funding.
- SOP Construction
- Google Drive updates.
- Streamline the Clerk’s Office function.

<b>Learning/Professional Development:</b> <ul style="list-style-type: none"><li>- Learning about correct election processes/ procedures</li><li>- Caselle training sometime in the spring/ summer.</li><li>- Accounting support and education from our accounting firm.</li></ul>	<b>COVID Related: None</b>
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## Town of Silverton

Department: Building Head of Department: Bevan Harris Meeting Date: 2/26/24	
For immediate Trustee consideration:	
Regular Meetings & Communication:	Top on the TO DO list: Confirm Code update recommendations and next Code year adoption; Assist in Kendall Mt Lodge Deck project, meeting with Ruis's structural engineer to confirm my mitigation/renovation requirements for Silverton Square
Grants (applications, updates, awards):	Upcoming Issues: Silverton Square Court Status hearing update
Notable completed tasks: assisted PW with moving snow for Skijoring. Assist with pickup and return of light towers for Snowscape & horse fencing for Skijoring	Ongoing Project Update: Back up generator ordered for installation at Senior Center, Power to be installed at Grow Dome following generator install. Suggest subjects for code update in code re-write. Assist in reviewing areas for solar install with perspective suppliers.
Learning/ Professional Development: CDL road test on 3/8/24, student in grant-sponsored EMT course w/ Silverton Medical Rescue 1/24 – 5/24, Firefighter 1/ Hazmat written exams 4/24	Other: Anvil Apts.– repair roof leak/ interior drywall and install sump pumps in crawlspaces of both buildings

## Town of Silverton

Department: Public Works  
Head of Department: John Sites  
Meeting Date: February 26, 2024

For immediate Trustee consideration: None Currently

Regular Meetings & Communication:  
Daily Crew Meetings  
Weekly Town Staff Meetings

Top on the TO DO list:

- PFAS research/Sampling
- Educating myself on GPS Use
- Lead and Copper Rule Revision Compliance Preparations
- Training on Neptune 360(meter overhaul)
- Wastewater Collections Project
- Water Treatment operator certification
- Familiarizing myself with WWTF upgrade calendar

Grants (applications, updates, awards):  
Wastewater Collections System  
Rehabilitation Project grant and loan funds  
awarded Construction expected in 2024,  
2025 and possibly 2026

Wastewater Treatment Facility  
Replacement Project RFQs for Preliminary  
Engineering Published.

Upcoming Issues: GIS updates to infrastructure  
mapping

Notable completed tasks:  
loader operation competency levels have  
increased

Putting together Jordan Marsh's timing on  
reaching out on USDA Grants for Solar  
and potential for town

Ongoing Project Update:

Learning/ Professional Development: Water/Wastewater training ongoing .	Other: Met with I Worq platform representative to understand how their business could benefit Silverton Public works.
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## Town of Silverton

Department: Facilities, Parks & Recreation  
Head of Department: Sarah Friden  
Meeting Date: February 26<sup>th</sup>, 2024

**For immediate Trustee consideration:** Approval of \$30,000 bid from 9,318 Contracting for Kendall Mountain Deck structural beam repair. Review/approve current bid (\$259,124.00), incorporating changes (ADA ramp relocation, heating element removal) as per attached photo.

### Regular Meetings & Communication:

Parks & Recreation  
Subcommittee Meeting TBD  
  
Ongoing compliance meeting with CIRSA

### Top on the TO DO list:

Structural repair of KM beams  
  
Installation of blinds in the TH Board Room  
  
Security improvements @ Anesi Park & KM

### Grants (applications, updates, awards):

Proactively reviewing GOCO opportunities for Kendall Mountain Lift infrastructure & Master Plan task items  
  
Exploring grant opportunities for solar

### Upcoming Issues:

Completing shower construction @ Anesi  
  
Summer staffing  
  
Summer building maintenance and infrastructure improvements for Kendall Lift

### Notable completed tasks:

Passed annual inspection with Tramway Board (fewest infractions on record)  
  
Positive feedback on Ski Free Sundays, free Nordic & Skate Rentals during lift downtime.  
  
Box Rails for Terrain Park are completed  
  
Streamlined process for ice rink maintenance.

### Ongoing Project Update:

Propane and electrical cost-analysis for facilities  
  
Kendall Mountain Lift Maintenance  
  
Reviewing options for expanding features to Kendall Mountain ski area (tubing, terrain park, lift operation in the summer)  
  
Updating master assessment as it relates to the master plan

### Learning/ Professional Development:

Site visits with Telluride Parks & Rec, Steamboat Resort, Howelsen Hill, Chapman Hill.  
  
Scheduled attendance at CIRSA conference  
  
CIRSA Survey & Audit Training Completed

### Other:

No additional bids have been received for the Kendall Mountain Deck project



## FEBRUARY 26, 2024, BOARD PACKET MEMO

SUBJECT: Ordinance 2024-01 Amending SMC Sec. 16-4-800

STAFF CONTACT: Lucy Mulvihill

### Overview:

This is the Second Reading of Ordinance 2024-01, an Ordinance Amending Chapter 16, Article 4, Division 6, of the Municipal Code of the Town of Silverton Colorado, by amending the requirements of the Architectural Review Overlay District, by omitting mention of the “Builders Handbook.”

At their meeting on February 11, 2024, the Board of Trustees approved the First Reading of 2024-01. If the Board chooses to approve the second reading, Ordinance 2024-01 will be enacted on March 27, 2024.

### History:

At their meeting on December 20<sup>th</sup>, 2023, the Historic Review Committee made a motion to recommend to the board the deletion of the last sentence in section 16-4-800 section 2.

*(2) Intent: The intent of this District and standards is to preserve the historic character of Silverton and the Town's designation as a National Historic Landmark. Decisions will be made based on: the proposed structure's compatibility with nearby historic buildings, the original and historic facade of existing buildings, the aesthetics as viewed from the main heritage tourism thoroughfares of the Heritage Tourism Corridor. Incorporated into this Ordinance for the purposes of review, approval, and denial of the proposed design are the following: the regulations contained within the Historic Overlay District section of the Municipal Code, and the two publications of the Town of Silverton, entitled "Preserving Silverton," and "Builder's Handbook."*

The Committee members believe that, at the time of establishing the Architectural Review Overlay District (AROD), the intent of the Planning Commission and Board of Trustees was not to extend the same requirements of the Historic Review Overlay District to the AROD but rather to create a “light version” with less stringent requirements while still allowing for an exterior design review. The committee believes removing the requirement for AROD applicants to comply with the “Builder's Handbook” is the first step to addressing this issue. Long-term changes will be recommended during the code update.

At their meeting on January 8, 2024, The Board of Trustees reviewed the Historic Review Committee’s recommendation and directed staff to prepare an ordinance amending SMC Sec. 16-4-800.

At their meeting on February 11, 2024, the Board of Trustees reviewed and approved the First Reading of 2024-01, an Ordinance Amending Chapter 16, Article 4, Division 6, of the Municipal Code of the Town of Silverton Colorado, by amending the requirements of the Architectural Review Overlay District, by omitting mention of the “Builders Handbook.”

### Motion or Direction:

Motion to approve the second reading of Ordinance 2024-01 Amending SMC Sec. 16-4-800 to omit any mention of the Builder Handbook from the Architectural Review Overlay District code.



**TOWN OF SILVERTON COLORADO  
ORDINANCE 2024-01**

**AN ORDINANCE AMENDING CHAPTER 16, ARTICLE 4, DIVISION 6, OF THE  
MUNICIPAL CODE OF THE TOWN OF SILVERTON COLORADO, BY AMENDING  
THE REQUIREMENTS OF THE ARCHITECTURAL REVIEW OVERLAY DISTRICT**

**WHEREAS**, the Town of Silverton, Colorado is a statutory town incorporated under the laws of the state of Colorado; and

**WHEREAS**, the Town of Silverton has adopted regulations related to the Architectural Review Overlay District in Municipal Code, Chapter 16; and

**WHEREAS**, the Town of Silverton Historic Review Committee, at December 20, 2023, recommended to the Board of Trustees, Chapter 16, Article 4, Division 6 be amended to remove any mention of the “Builder’s Handbook”; and

**WHEREAS**, the Town of Silverton Board of Trustees at their Regularly scheduled Meeting on January 8, 2024, requested Chapter 16, Article 4, Division 6, be amended to remove all mention of the “Builder’s Handbook”; and

**WHEREAS**, the Town of Silverton acting by and through its Town Board of Trustees has the power to regulate land use matters pursuant to Colorado Revised Statutes (C.R.S.) Section 31, Article 23 et seq.; and

**WHEREAS**, the Board of Trustees held Public Hearings on February 12, 2024, and February 26, 2024, to receive public comment, evidence, and testimony relative to the proposed amendments to the Municipal Code.

**WHEREAS**, the Board of Trustees has determined that the establishment of these regulations intended to modify the Architectural Review Overlay District Code within Chapter 16 of the Municipal Code of the Town of Silverton, is in the best interests of the citizens’ health, safety and welfare.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN OF SILVERTON COLORADO BOARD OF TRUSTEES THAT:**

- I. Amendment to Chapter 16, Article 4, Division 6, Section 16.4.800 of the Municipal Code. Section 16.4.800 of the Municipal Code is amended by deleting strikethrough text, as follows:

**Sec. 16-4-800. Development in the Architectural Review Overlay District.**

- (1) Procedure: 13 copies of a site plan and building elevation drawings showing the structure as viewed from the Heritage Tourism Corridor, shall be submitted to Town Hall for review by the Planning Department and Town Historic Review Committee. If an existing

structure is present on the project site, 13 copies of old photos of the existing structure (taken 50 years or more before submittal date) shall also be submitted. One envelope, pre-addressed, including postage, for each adjacent landowner within 300 feet of the exterior boundaries of the project site, a list of the adjacent landowners, and the currently adopted application fee is also required. The Planning Director shall provide an administrative review to determine if the application is complete. Additional submittal items may be required by the Planning Director for good cause. The application will then be forwarded to Town Staff and the Town Historic Review Committee. After reviewing the submittal, the Town Historic Review Committee shall approve, conditionally approve, table for additional review, or deny the application. Decisions may be appealed to the Silverton Town Board of Trustees by the applicant by filing a written appeal, within 30 days of the Committee's decision, with the Town Clerk.

- (2) Intent: The intent of this District and standards is to preserve the historic character of Silverton and the Town's designation as a National Historic Landmark. Decisions will be made based on: the proposed structure's compatibility with nearby historic buildings, the original and historic facade of existing buildings, the aesthetics as viewed from the main heritage tourism thoroughfares of the Heritage Tourism Corridor. ~~Incorporated into this Ordinance for the purposes of review, approval, and denial of the proposed design are the following: the regulations contained within the Historic Overlay District section of the Municipal Code, and the two publications of the Town of Silverton, entitled "Preserving Silverton," and "Builder's Handbook."~~
- (3) Applicability and Permitting: The standards and review procedure in this section apply to new construction, and to any facade or exterior building alterations on existing structures, as viewed from the Heritage Tourism Corridor, excluding items of routine maintenance. For proposed exterior work other than routine maintenance, the approval of the Committee is required prior to any exterior demolition and/or renovation within the Architectural Review Overlay District. Compliance with this Ordinance is required prior to the receipt of a Building Permit for construction within the Architectural Review Overlay District. Construction without a building permit is subject to fines and a stop work order as specified in the Building Codes adopted by the Town of Silverton.
- (4) Additional Design Standards:
  - (A) Existing historic buildings, and existing buildings over 1,000 square feet in floor area and over 50 years old, within the Architectural Review Overlay District, shall not be demolished, without the applicant adequately demonstrating to the Historic Review Committee that repair of the building is not feasible.
  - (B) As viewed from the Heritage Tourism Corridor, proposed visual/aesthetic modernization of the historic architectural style/facade of existing structures in the Architectural Review Overlay District is not acceptable.
  - (C) The Committee may add site-specific conditions of approval to individual applications, with the intent of retaining the Town's Historic Landmark designation, including but not limited to the following elements visible from the Heritage Tourism Corridor:
    - Site layout, site/building orientation;
    - Landscaping, screening, fencing;

- Architectural, structural, mass, and scale design requirements, for the purpose of compatibility with existing structures;
- Signage and lighting requirements;
- Restrictions regarding outdoor storage, junkyards, reflectivity of building materials, windowless walls, garage doors, service yards, storage yards and facilities;
- Above ground utility components;
- Grading and parking lots;
- and conditions on proposed design components, which are or will be visible from the Heritage Tourism Corridor.

- II. Incorporation of Recitals. The recitals set forth above are incorporated and ordained hereby as if set forth hereafter in full.
- III. Ordinance Approval. The Amendments to Chapter 16 as outlined herein are hereby approved, modifying the Architectural Review Overlay District requirements.
- IV. Public Inspection. The full text of this Ordinance, with any amendments, is available for public inspection at the office of the Town Clerk.
- V. Severability. If any portion of this Ordinance is found to be void or ineffective, it shall be deemed severed from this Ordinance and the remaining provisions shall remain valid and in full force and effect.
- VI. Posting, Publication and Effective Date. Following the passage of this Ordinance on second reading, the Town Clerk shall publish this Ordinance in full in a newspaper published within the limits of the Town. This Ordinance shall take effect 30 days after such publication.

INTRODUCED, READ, AND ORDERED FOR SECOND READING BY THE BOARD OF TRUSTEES OF THE TOWN OF SILVERTON, COLORADO, UPON A MOTION DULY MADE, SECONDED AND PASSED AT ITS REGULAR MEETING HELD AT THE TOWN OF SILVERTON, ON THE 12<sup>TH</sup> DAY OF FEBRUARY 2024.

TOWN OF SILVERTON

By: \_\_\_\_\_  
Shane Fuhrman, Mayor

ATTEST:

\_\_\_\_\_  
Melina Marks-Lanis, Town Clerk

FINALLY PASSED, ADOPTED AND APPROVED ON SECOND AND FINAL READING AND ORDERED POSTED AND PUBLISHED IN THE MANNER PROVIDED IN SECTION VII HEREOF BY THE BOARD OF TRUSTEES OF THE TOWN OF SILVERTON, COLORADO, UPON A MOTION DULY MADE, SECONDED AND PASSED AT ITS REGULAR MEETING HELD AT THE TOWN HALL ON THE 26<sup>TH</sup> DAY OF FEBRUARY, 2024, BY A VOTE OF THIS ORDINANCE AS IS ON FILE IN THE TOWN CLERK'S OFFICE FOR PUBLIC INSPECTION.

TOWN OF SILVERTON

By: \_\_\_\_\_  
Shane Fuhrman, Mayor

ATTEST:

\_\_\_\_\_  
Melina Marks-Lanis, Town Clerk



## AGENDA MEMO

SUBJECT: Wetland Development Pause

STAFF CONTACT: Lucy Mulvihill, [Gloria Kaasch-Buerger](#)

MEETING DATE: Original Date: January 22, 2024 Updated: February 26, 2024

### Overview

#### Emergency Ordinance 2023-10

Emergency Ordinance 2023-10 went into effect July 31, 2023, and expired 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 23<sup>rd</sup>, 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 31<sup>st</sup> and placing no additional regulations or protections on wetlands, allowing the USACE to have jurisdiction over wetland regulations in Silverton.~~



Staff recommendations are typically based the implementation of the 2022 Compass Master Plan. In this case, there is no action item in the Master Plan to reference. If Trustees would like to prioritize the creation of a wetlands policy, it will need to be prioritized with current projects that are underway and master plan action items.

### **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 31<sup>st</sup>.*

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.

- o How long to extend the moratorium?
- o What specific information do they need to acquire during the moratorium?
- o Address staff capacity to accommodate the work that needs to be done during this time.
- o 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:**

Direct staff to draft an emergency or regular ordinance to implement 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.