



# Town of Silverton

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REGULAR MEETING – Silverton Board of Trustees  
Silverton Town Hall – March 11, 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.*

## **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) Development Deviation Review—Jeff Diener
  - b) Trustee Time Limits on Agenda Items
- 5) Approval of Consent Agenda Items
  - a) Payroll
  - b) Meeting Minutes 2.26.24
  - c) Accounts Payable
  - d) Silverton Creative District MOU
  - e) Silverton Creative District LOS
- 6) Staff Reports
  - a) Election Update
- 7) Committee/Board Reports
  - a) Community Builders Workshop in Glenwood 3.6-3.8
  - b) Library Passport Announcement
  - c) Region 9 San Juan County Performance Report
  - d) Region 9 San Juan County Economic Snapshot
- 8) Trustee Reports
- 9) Continued Business
  - a) Kendall Deck Proposal



# Town of Silverton

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b) Moratorium Ordinance Update

c) Alternative Liquor License Authority Hearing Officer RFQ

10) Public Comment

**Adjourn**

**Up-coming Meeting Dates:**

3.12 @5pm Historic Review Committee

3.18 @ 9am Finance Committee

3.19 @ 7pm Planning Commission

3.21 @ 6pm Special Meeting for Moratorium

3.25 @ 7pm Regular Meeting

3.27 @ 7pm Special Meeting for Annexation

**End of Agenda**



## AGENDA MEMO

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SUBJECT: Diener Development Deviation Review

STAFF CONTACT: John Sites

TRUSTEE MEETING DATE: March 11, 2024

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### Overview:

Jeff Diener is planning to extend water, sewer and streets to facilitate construction in Block 55 of the West Side area of Town. Public Works and the Town Engineer have reviewed and approved the draft site plan. The existing plan for street construction is a Deviation from the Town's Development Standards. The Trustees may review and approve Deviations "when the quality of the finished work would not vary materially from the intent of these requirements". See attached excerpt from the Development Standards.

In the case of Diener's design, the designed Bluff Street width is narrowed from 100 to 40 feet to accommodate terrain constraints. The plans were originally submitted with Bluff at 30 feet wide but were widened to 40 feet upon the request of the Public Works Director.

See attached site plans for reference.

With respect to street widths in general, there are streets *developed* to 30, 40 and 50 feet wide throughout Town and in areas that would be congested by Silverton standards. Reduced gravel, drainage and snow removal maintenance are required on these streets and green space is increased. The Streets remain Town Rights of Way regardless of the developed width of the driving surface.

### Budget Impact:

Minimal (*reduced* maintenance costs).

### Staff Recommendation:

Staff would recommend approval of Diener's site plan as presented unless the Trustees can argue that the design does not conform to the general intention of the wording in the Development Standards.

### Trustee Priority:

Transparent and Efficient Governance.

### Motion or Direction:

Motion to [approve or deny] the Deviation from the Town Development Standards as presented in Diener's Site Plan, for improvements to Bluff Street, from the intersection of 8<sup>th</sup> Street to the intersection of 9<sup>th</sup> Street.

## MINIMUM DESIGN STANDARDS FOR CURB, GUTTER, SIDEWALK, ALLEY, AND STREET CONSTRUCTION

### Section VIII-1 General

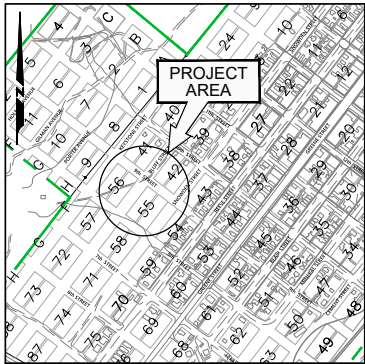
All curb, gutter, sidewalk, alley, and street construction and design shall conform to the requirements of the Code of the Town of Silverton, including the subdivision regulations therein, to these standards and specifications, including the minimum design drawings herein, and to any other applicable policies or laws. Care shall be taken to ensure continuity of grade, widths, drainage, etc., of proposed, existing, and future installations and improvements.

Deviations from these standards and specifications may be permitted by the Board of Trustees when the quality of the finished work would not vary materially from the intent of these requirements. Alternate paving methods, such as concrete and chip-and-seal, may be approved by the Public Works Director.



# ROAD & UTILITY MAIN IMPROVEMENTS PROJECT

IN SUPPORT OF: Jeff Diener Residential Lot Development  
TOWN OF SILVERTON, CO



VICINITY MAP  
1" = 500'

## PROJECT SUMMARY:

PROJECT IS WITHIN THE TOWN LIMITS. PROPOSED INFRASTRUCTURE WILL BECOME TOWN PROPERTY. PROJECT'S PURPOSE IS TO EXTEND WATER & SEWER MAINS AND A ROADWAY MEETING THE TOWN'S REQUIREMENTS TO ALLOW DEVELOPMENT OF HOMESITES ON LOTS WITHIN THE TOWN BOUNDARY.

## GENERAL NOTES:

CONTRACTOR IS ADVISED THAT UNDERGROUND WATER, SEWER, DRAINAGE, TELEPHONE, FIBER OPTIC, GAS, AND CABLE TV FACILITIES ARE LOCATED IN THE VICINITY OF THIS PROJECT. LOCATIONS SHOWN FOR EXISTING UTILITIES ARE APPROXIMATE. OTHER UTILITIES MAY EXIST WHICH ARE NOT SHOWN ON THE PLANS. SEWER AND WATER SERVICE CONNECTIONS ARE NOT SHOWN BUT ARE KNOWN TO EXIST.

IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE TRUE AND CORRECT LOCATIONS OF EXISTING UTILITIES THAT MAY IMPACT EACH PORTION OF THE WORK. 48 HOURS PRIOR TO PERFORMING WORK, THE CONTRACTOR SHALL CONTACT THE UTILITY LOCATION SERVICE AT (800) 922-1987. CONTRACTOR SHALL NOTIFY ENGINEER PRIOR TO COMMENCING CONSTRUCTION IF MARKED UTILITIES APPEAR TO CONFLICT WITH PROPOSED IMPROVEMENTS. THE COST OF LOCATING, PROTECTING AND ACCOMMODATING EXISTING UTILITIES SHALL BE INCIDENTAL TO THE COST OF THE PROJECT.

ALL CONSTRUCTION SHALL BE PER THE TOWN OF SILVERTON'S "PUBLIC IMPROVEMENT DEVELOPMENT STANDARDS AND SPECIFICATIONS", MOST RECENT EDITION.

THE CONTRACTOR SHALL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS AT AND ADJACENT TO THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY PERMITS, FEES, OR TARIFFS REQUIRED FOR THE PROJECT. PERMITS, FEES, OR TARIFFS SHALL BE CONSIDERED INCIDENTAL TO THE WORK.

A COPY OF "AS BUILT" PLANS SHALL BE SUBMITTED TO THE TOWN OF SILVERTON, BOTH ON PAPER AND DIGITALLY, PRIOR TO FINAL ACCEPTANCE OF WORK.

THE CONTRACTOR SHALL NOTIFY THE TOWN INSPECTOR AT LEAST 24 HOURS PRIOR TO DESIRED INSPECTION.

THE CONTRACTOR SHALL PROVIDE ALL LIGHTS, SIGNS, BARRICADES, FLAGMEN OR OTHER DEVICES NECESSARY TO PROVIDE FOR PUBLIC SAFETY IN ACCORDANCE WITH THE CURRENT MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (M.U.T.C.D.).

THE CONTRACTOR SHALL PROVIDE INGRESS AND EGRESS TO PRIVATE PROPERTY ADJACENT TO THE WORK THROUGHOUT THE PERIOD OF CONSTRUCTION AND PRIOR TO BEGINNING WORK. HE SHALL OBTAIN WRITTEN AGREEMENT FROM THE AFFECTED PROPERTY OWNERS IMPACTED BY THIS ACCESS.

VERIFY AND COMPLY WITH INSPECTION INSTRUCTIONS WITH THE TOWN PUBLIC WORKS STAFF PRIOR TO COMMENCING CONSTRUCTION.

PROJECT DATA WILL BE MADE AVAILABLE TO THE LICENCED COLORADO SURVEYOR IN CHARGE OF CONSTRUCTION STAKING.

## PROJECT SURVEY:

THIS PROJECT'S SURVEY IS SHOWN ON COLORADO STATE PLANE COORDINATE SYSTEM AND NAD 83 VERTICAL DATUM. THE REFERENCE PROJECT (ROBERTS) UNDER CONSTRUCTION WAS SURVEYED USING THE OUTDATED LOCAL COORDINATE SYSTEM AND RESPECTIVE VERTICAL DATUM. THE DATA FROM THE ROBERTS PROJECT SHOWN IN THIS PLANSET HAS BEEN ADJUSTED TO THIS PROJECT'S SYSTEM ACCORDINGLY.

## ABBREVIATIONS:

ABC AGGREGATE BASE COURSE  
EG EXISTING GROUND  
TYP TYPICAL  
IE INVERT ELEVATION  
FL FLOWLINE  
OAE OR APPROVED EQUAL  
TOWN TOWN OF SILVERTON  
WM WATER METER  
BOP BEGINNING OF PROJECT  
EOP END OF PROJECT



## GENERAL EXCAVATION NOTES:

ALL EXCAVATION AND EMBANKMENT SHALL BE PERFORMED IN AN ACCORDANCE WITH THE TOWN OF SILVERTON SPECS.

PROVIDE DOCUMENTATION OF EXCAVATION, BACKFILL AND COMPACTION DURING CONSTRUCTION THAT WILL BE SUBMITTED TO THE TOWN FOR FINAL ACCEPTANCE.

PROPER MEASURES SHALL BE TAKEN FOR DUST CONTROL AND SWEEPING ROADWAYS OF TRACKED MUD DURING CONSTRUCTION.

COMPACTION TESTING OF AGGREGATE BASE COURSE (A.B.C.), ASPHALT PAVEMENT, AND CONCRETE SHALL BE PERFORMED IN ACCORDANCE WITH THE TOWN OF SILVERTON SPECIFICATIONS.

ALL CLEARING AND WASTING OF EXCAVATED MATERIAL SHALL BE COORDINATED WITH THE OWNER AND/OR THEIR REPRESENTATIVE.

ALL DISTURBED AREAS SHALL BE RE-VEGETATED WITH NATIVE GRASS AND MULCH COVERED.

## GENERAL WATER NOTES:

ALL WATER MAIN FITTINGS SHALL BE DUCTILE IRON, CLASS 52 COMPLYING WITH AWWA C-150, 151 & 153 AND CONFIRMED BY THE TOWN. ALL METAL JOINTS SHALL HAVE CAD-WELD STRAPS TO MAINTAIN CONTINUITY ACROSS ALL JOINTS, BENDS, VALVES, ETC. WHEN USING DIP.

ALL WATER MAINS SHALL BE C900 DR 18 PVC OR SCHEDULE 52 DIP PIPE WITH CAD-WELD AND SHALL CONFORM TO CORRESPONDING AWWA STANDARDS FOR POTABLE WATER LINES.

DISINFECTION, FILLING, VENTING, PRESSURE & LEAKAGE TESTS AND OTHER PERFORMANCE TESTS SHALL BE PER TOWN SPECIFICATIONS.

ALL PIPE LINES SHALL BE BURIED WITH A MINIMUM OF 90 INCHES OF COVER, AND BEDDED IN A ROCK FREE MATERIAL TO 12" ABOVE THE PIPE. IF MINIMUM COVER IS UNACHIEVABLE, CONTACT ENGINEER FOR SUBSTANDARD BURIAL REQUIREMENTS AS APPROVED BY THE TOWN OF SILVERTON PUBLIC WORKS DEPT.

ALL PIPING, FITTINGS, AND APPURTENANCES FOR THE WATER SYSTEM SHALL BEAR THE N.S.F. SEAL OF APPROVAL FOR POTABLE WATER USE.

ALL BENDS, TEES AND FITTINGS SHALL BE MEGALUGGED AND RESTRAINED WITH CONCRETE THRUST BLOCKS POURED AGAINST UNDISTURBED EARTH OR ROCK. THE MINIMUM FACE AREA FOR ALL THRUST BLOCKS SHALL BE AS SHOWN IN THE THRUST BLOCK TABLE.

## GENERAL SEWER NOTES:

ALL MATERIALS, INSTALLATION, CONSTRUCTION, INSPECTION AND TESTING SHALL COMPLY WITH THE TOWN OF SILVERTON SPECIFICATION AND PERFORMANCE STANDARDS LATEST REVISION.

SEE THE TOWN OF SILVERTON STANDARDS AND THE IMPROVEMENT PLANS FOR ALL SEWER DETAILS. SEWER LINES SHALL HAVE MINIMUM 8' BURIAL UNLESS OTHERWISE SPECIFIED AS ALLOWABLE PER PLAN.

ALL SEWER MAINS AND APPURTENANCES SHALL BE TESTED TO THE SATISFACTION OF THE ENGINEER AND IN ACCORDANCE WITH THE TOWN OF SILVERTON STANDARDS FOR AIR TESTING.

## PROPOSED FEATURES

	GRAVEL SURFACING		WATER METER
	RIP-RAP SURFACING		FIRE HYDRANT
	SEWER MAIN (SIZE NOTED)		WATER VALVE
	STORM DRAIN CULVERT		CURB STOP
	WATER MAIN		AIR RELEASE VAULT
	LIMITS OF GRADING		FINISHED GRADE
	SEWER MANHOLE		

SHEET INDEX		
SHEET #	SHEET TITLE	Sheet Number
Planset		
100	COVER SHEET	100
200	BLUFF STREET ROADWAY PLAN	200
201	UTILITY PLAN	201
300	DETAILS	300
400	EROSION CONTROL PLAN	400



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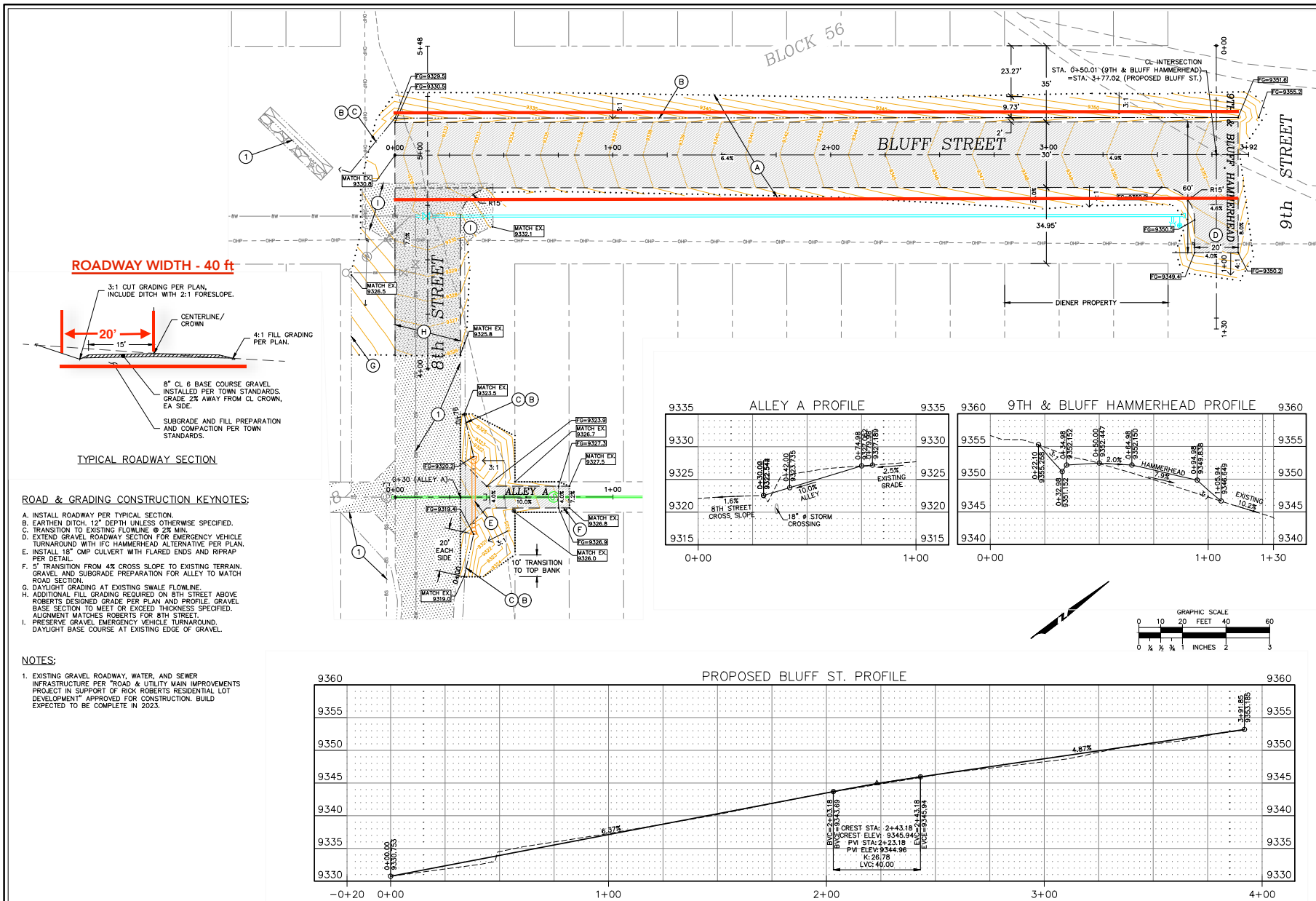
ROAD & UTILITY IMPROVEMENTS  
JEFF DIENER  
SILVERTON, CO

Issue Record:	
FOR REVIEW	07 APR 23
FOR REVIEW	14 AUG 23
FOR REVIEW	15 OCT 23
FOR REVIEW	16 JUL 24
FOR CONSTRUCTION	12 JUL 24

Revisions:	

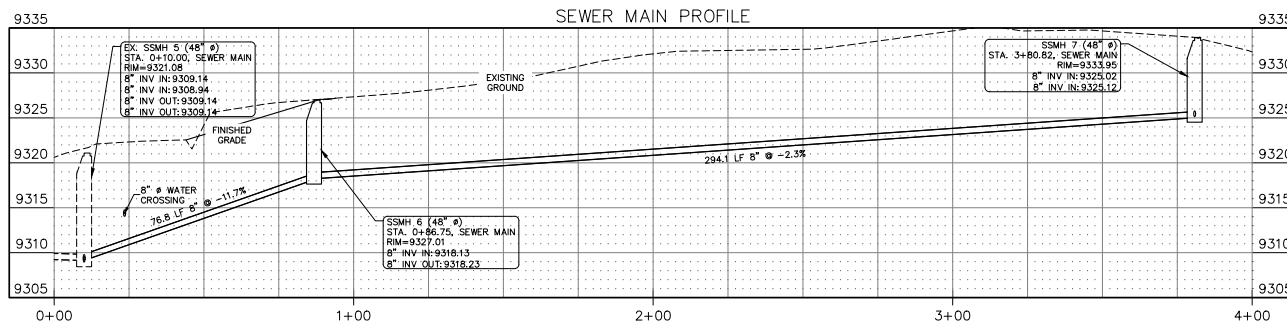
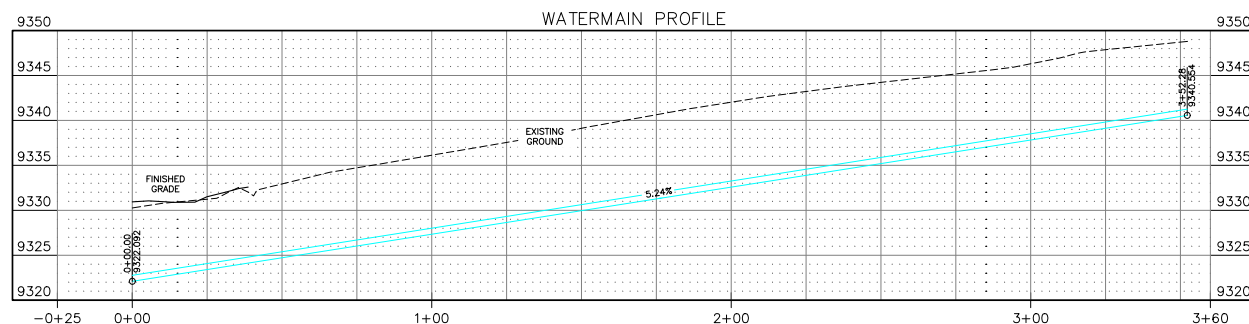
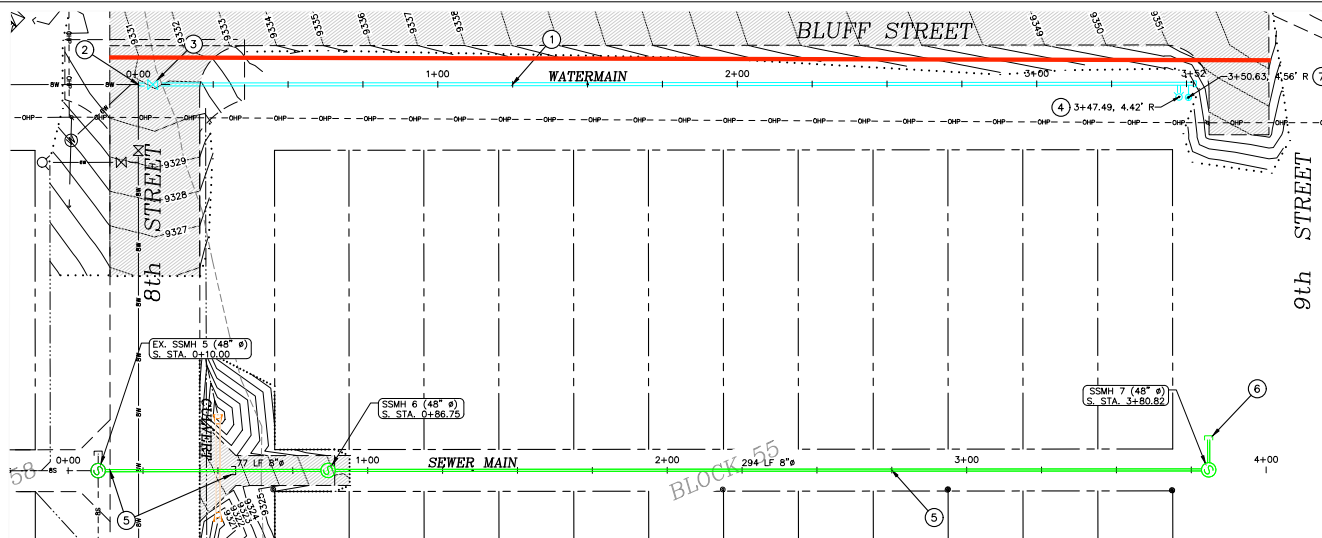
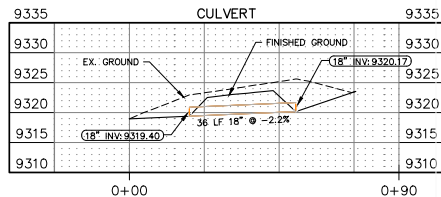
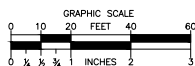
Project Number: 21-311  
Drawn By: JAE - TWE  
Checked By: TWE

Sheet  
**100**  
COVER SHEET



# UTILITY KEYNOTES:

1. INSTALL 8" WATERMAIN PER PLAN AND PROFILE. CAP END WITH THRUST BLOCK.
2. REMOVE EXISTING BEND FITTING AND INSTALL 8" X 8" TEE FITTINGS WITH THRUST BLOCKS.
3. GATE VALVE.
4. FIRE HYDRANT ASSEMBLY.
5. REMOVE EXISTING SEWER EXTENSION. INSTALL SEWER MAIN AND MANHOLE.
6. 8" STUBOUT WITH CAPPED END AT 2% SLOPE. INCLUDE 4" X 4" MARKER POST AT STUB OUT LOCATION.
7. AIR VAC ASSEMBLY PER DETAIL.



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**ROAD & UTILITY IMPROVEMENTS**  
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Revisions:

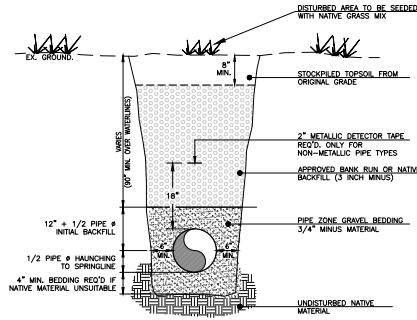
NO.	DESCRIPTION	DATE
1	ISSUED FOR CONSTRUCTION	12 JUL 23

Project Number: 21-311  
Drawn By: JAE - TWE  
Checked By: TWE

Sheet  
**201**

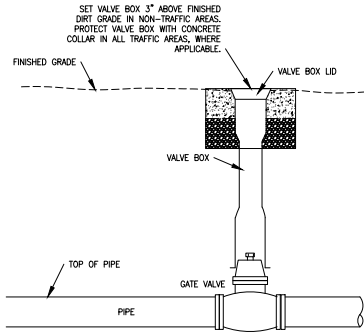
UTILITY PLAN

COMPACTION NOTES:  
ALL BACKFILL MATERIAL TO 90% RELATIVE  
COMPACTION FOR ALL PIPES IN STREETS, PARKING  
AREAS, OR ROW. OTHERWISE PROOF ROLL TO  
90% RELATIVE COMPACTION.



TRENCHING & BACKFILL  
(NON-PAVED AREAS)  
(NO SCALE)

1

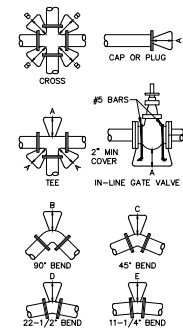


WATER VALVE BOX DETAIL  
(NO SCALE)

2

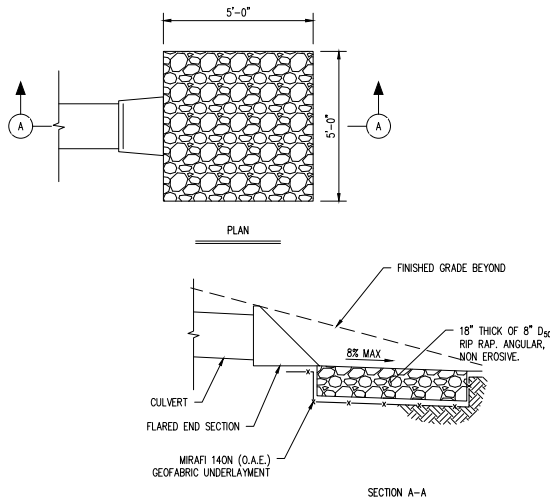
MINIMUM REQUIRED BEARING AREA (SQ FT)					
PIPE	Tees/ ends	90'	45'	22.5'	11.25'
A	C	D	E		
4"	1.3	1.8	1.0	0.5	--
6"	2.8	4.0	2.2	1.1	0.5
8"	5.0	7.1	3.8	2.0	1.0
10"	7.8	11.1	6.0	3.0	1.5
12"	11.3	16.0	8.6	4.4	2.2
14"	15.4	21.7	11.8	6.0	3.0

- 1) THE TABLE PROVIDES THE MINIMUM CONCRETE BEARING SURFACE OF THRUST BLOCKS & ARE BASED ON THE FOLLOWING PARAMETERS:  
\* 100 PSI INTERNAL FLUID PRESSURE  
\* 1,000 PSF SOIL BEARING CAPACITY  
DEVIATIONS FROM THESE CONDITIONS REQUIRE RECALCULATING SIZE OF THRUST BLOCK.
- 2) CONCRETE SHALL BE CAST-IN-PLACE WITH A MIN 1/4 SO FT BEARING AGAINST THE FITTING.
- 3) CONCRETE SHALL BEAR AGAINST FITTING ONLY AND NOT ADJACENT PIPING. CONCRETE SHALL NOT IMPEDE DISMANTLING JOINT OR FITTING.
- 4) BLOCKING SHALL WITHSTAND BOTH THE TEST PRESSURE AND ALL OPERATING PRESSURES.
- 5) IF VERTICAL BENDS ARE REQUIRED TO INSTALL THE WATERMAIN, THE CONTRACTOR SHALL CONTACT THE ENGINEER FOR CONSTRUCTION DETAILS.
- 6) BEARING AREA MAY BE REDUCED OR ELIMINATED BY USING TEES, BENDS OR RESTRAINED JOINTS, WHEN DESIGNED AND SEALED BY A P.E.
- 7) VALVES & FITTINGS MUST BE ENCASED IN P.E. IN ACCORDANCE WITH AWWA C-105 PRIOR TO INSTALLING THE THRUST BLOCKING.
- 8) PROVIDE 10 MIL PLASTIC WRAP AS BOND BREAKER AROUND FITTINGS.



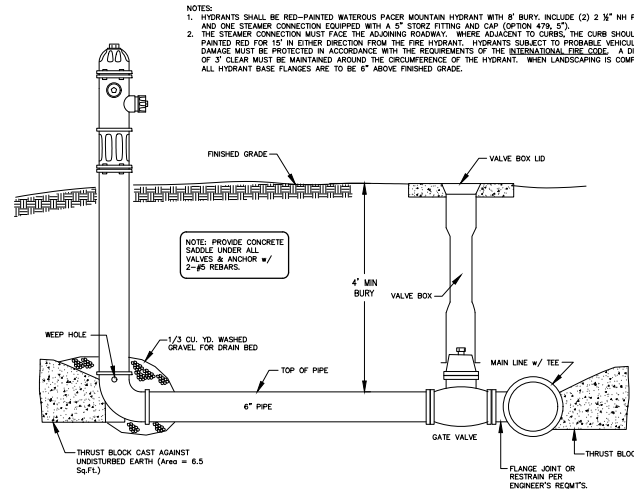
THRUST BLOCKING SCHEDULE  
(NO SCALE)

3



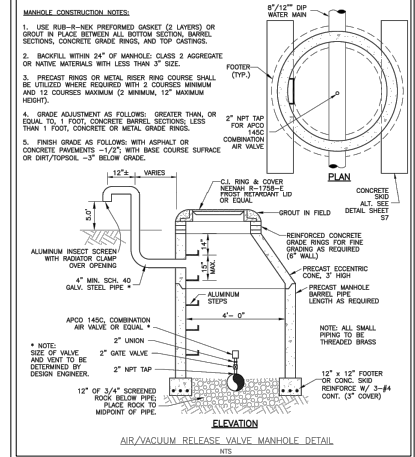
RIP RAP OUTFALL  
(NO SCALE)

4



FIRE HYDRANT DETAIL  
(NO SCALE)

5



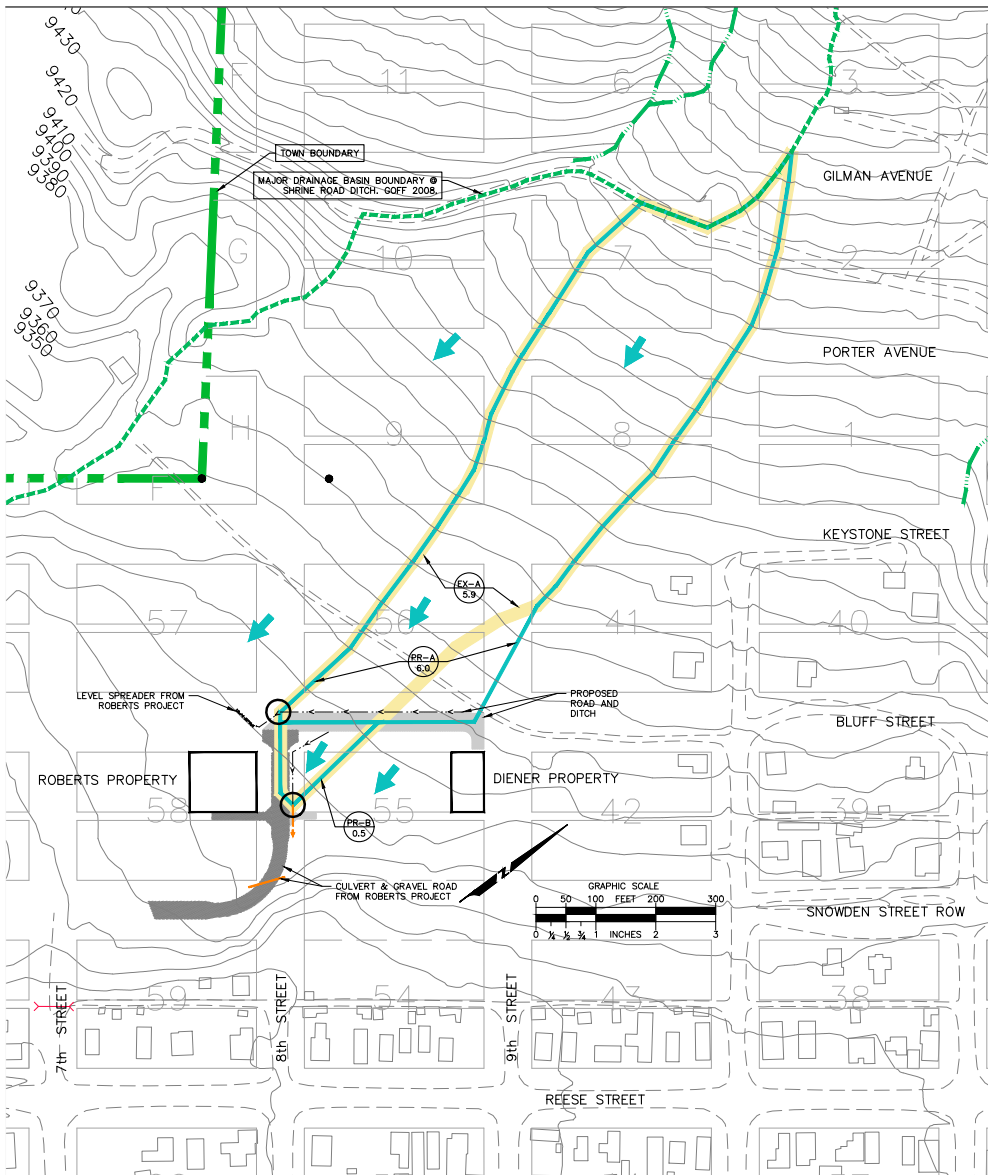
AIR/VAC RELEASE VALVE INSTALLATION  
(NO SCALE)

6





## DRAINAGE BASINS



## DRAINAGE LEGEND

- SHEET FLOW DIRECTION
- CONCENTRATED FLOWLINE
- EXISTING DRAINAGE BASIN
- STORM DRAIN
- PROPOSED DRAINAGE BASIN
- BASE GRAVEL SURFACE
- DRAINAGE CONCENTRATION POINT
- STORM PIPE FLOW DIRECTION
- BASIN IDENTIFICATION  
BASIN EXTENTS (ACRES)

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**ROAD & UTILITY IMPROVEMENTS**  
**JEFF DIENER**  
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Revisions:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Project Number: 21-011  
Drawn By: JAE - TIME  
Checked By: TIME

Sheet  
**X1**  
DRAINAGE EXHIBIT



## AGENDA MEMO

SUBJECT: Trustee Discussion Structure and Time Limit Proposal  
STAFF CONTACT: Gloria Kaasch-Buerger, Shane Fuhrman  
MEETING DATE: March 11, 2024

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**Drafted by Mayor Fuhrman:**

**Overview:**

The goal of this proposal is to create structure and time limits around Trustee discussion for the purpose of making our meetings more efficient and to provide guidance to the Trustees about directing certain topics and discussions to work sessions.

**Proposal:**

For complex agenda items identified in advance by the Mayor and Town Administrator, we will impose structure and time limits as follows:

- Opening Statements:
  - Following the overview of a topic provided by staff, each Board Member shall be allotted 3 minutes for an opening statements directly related to the agenda item. Board Members are not required to use their entire 3 minutes. Board Members may not allocate unused time to other Board Members.
  - Maximum total time: 21 minutes.
- Rebuttal Statements:
  - Following opening statements, each Board Member shall be allotted 2 minutes for a follow-up rebuttal statement to address the opening statements of other board members. Board Members are not required to use their entire 2 minutes. Board Members may not allocate unused time to other Board Members.
  - Maximum total time: 14 minutes.
- Round Table Open Discussion:
  - Following Rebuttal Statements, there shall be an open round table discussion for up to 10 minutes. Board members are encouraged to share this time respectfully and to not dominate the open discussion.
  - Maximum total time: 10 minutes.
- Closing Statements:
  - Following Round Table Open Discussion, each Board Member shall be allotted 1 minute for a closing statement. Board Members are not required to use their entire 1 minute. Board Members may not allocate unused time to other Board Members.
  - Maximum total time 7 minutes.
- Decision:
  - Following the closing statements, the board must choose one of the following options:
    - (a) Motion
    - (b) Defer agenda item to a work session
    - (c) Table until further information is gather by staff, and direction to staff to gather additional information

**Staff Recommendation:**

The Town Attorney has reviewed the proposal above and has confirmed that there is no violation of the rules of order that he is aware of. He pointed out that Roberts Rules specially allow for limiting time for members' speeches and debate.

**Suggested Motion or Direction:**

Direct staff to draft a resolution on discussion time limits.

## Statistical Summary

Company: Z9X - Town of Silverton    Service Center: 0075 Northern California    Status: Cycle Complete  
 Week#: 10    Pay Date: 03/08/2024    P/E Date: 03/02/2024  
 Qtr/Year: 1/2024    Run Time/Date: 12:36:42 PM EST 03/05/2024

<b>Taxes Debited</b>	Federal Income Tax	4,815.14
	Earned Income Credit Advances	0.00
	Social Security - EE	3,194.91
	Social Security - ER	3,194.89
	Social Security Adj - EE	0.00
	Medicare - EE	747.16
	Medicare - ER	747.19
	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	1,954.05
	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	412.24
	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>15,065.58</b>
<b>Other Transfers</b>	ADP Check Acct. No. XXXXXXXXX8915Tran/ABAXXXXXXX	1,766.67
	Full Service Direct Deposit Acct.	38,060.52

**Total Liability**



Statistical Summary

<b>Total Amount Debited From Your Account</b>		<b>54,892.77</b>	<b>54,892.77</b>
<b>Bank Debits &amp; Other Liability</b>	<b>Adjustments/Prepay/Voids</b>	<b>0.00</b>	<b>54,892.77</b>
<b>Taxes- Your Responsibility</b>	<b>None this payroll</b>		<b>54,892.77</b>

**Statistical Summary - Statistics**

Company:Z9X - Town of Silverton  
 Week#:10  
 Qtr/Year:1/2024

Service Center:0075 Northern California  
 Pay Date:03/08/2024  
 Run Time/Date:12:36:42 PM EST 03/05/2024

Status:Cycle Complete  
 P/E Date:03/02/2024

Statistics	Amount	Number of Pays
Gross Pay	51,589.60	
Vouchers		
eVouchers		32
Checks (A)	1,766.67	2
Direct Deposits (B)	38,060.52	31
Adjustments/Prepay/Voids (C)	0.00	
Net Payroll (A + C)	1,766.67	
Net Cash (A + B)	39,827.19	
Net Pay Liability (A + B + C)	39,827.19	
Other Transfers (D)	39,827.19	
Taxes - debited from your account (E)	15,065.58	
Total Amount Debited from your Account (D + E)	54,892.77	
Taxes - your responsibility (F)	0.00	
Company Liability (C + D + E + F)	54,892.77	
Net Cash pays 1,000.00 or more		19
Flagged Pays		12

### Statistical Summary - Federal Taxes

Company:Z9X - Town of Silverton

Service Center:0075 Northern California

Status:Cycle Complete

Week#:10

Pay Date:03/08/2024

P/E Date:03/02/2024

Qtr/Year:1/2024

Run Time/Date:12:36:42 PM EST 03/05/2024

Federal Tax Type	EE Withheld	ER Contribution	EE Taxable Amount	ER Taxable Amount
Federal Income Tax	4,815.14		50,538.45	
Social Security	3,194.91	3,194.89	51,530.44	51,530.44
Medicare	747.16	747.19	51,530.44	51,530.44
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#:10  
Qtr/Year:1/2024

Service Center:0075 Northern California  
Pay Date:03/08/2024  
Run Time/Date:12:36:42 PM EST 03/05/2024

Status:Cycle Complete  
P/E Date:03/02/2024

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	1,954.05		50,538.45			
CO	Unemployment Tax		412.24		51,530.44	0.80	

**Statistical Summary - Hours & Earnings**

Company:Z9X - Town of Silverton

Service Center:0075 Northern California

Status:Cycle Complete

Week#:10

Pay Date:03/08/2024

P/E Date:03/02/2024

Qtr/Year:1/2024

Run Time/Date:12:36:42 PM EST 03/05/2024

Field Number	Hours/Earnings Code	Description	Hours	Earnings
1	Regular		1,749.38	43,411.79
2	Overtime		36.77	1,472.70
3	PTO	P.T.O.	233.78	5,438.45
3	CTM	Comp Time T	13.92	
3	CTB	CmpTmeBnk	48.79	1,266.66



# Town of Silverton

REGULAR MEETING – Silverton Board of Trustees  
Silverton Town Hall – February 26, 2024  
Call to Order & Roll Call –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.*

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

**Absent:**

**Staff:** Administrator Kaasch-Buerger, Clerk Melina Marks, Building Inspector Bevan Harris, CDD Lucy Mulvihill, PW Director John Sites

**Regular Meeting @ 7:01pm**

- 1) Staff and/or Board Revisions to Agenda
  - Administrator Kaasch-Buerger asked to include an update on the library board meeting – added to 7) g.
- 2) Public Comment - *Comments must be limited to three (3) minutes in duration.*
  - Melody Skinner proposed adding hockey to our recreational activities.
- 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
    - Chris Masar from CPS presented on this project: 24-04 SUP 1337 Blair St. and provided background information.
    - Chris Masar stated that the staff recommends approval of this application.
    - Anne Iazard spoke on behalf of this project via Melissa Childs' zoom.
    - Melissa Childs spoke in support of their project.
    - Trustee Bierma expressed support.
    - Trustee Kranker expressed support.
    - Mayor Pro Tem Barney expressed support.
    - Trustee Harper expressed support.
    - Mayor Fuhrman expressed support.



# Town of Silverton

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**Mayor Pro Tem Barney moved, and Trustee Kranker seconded to approve 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. Passed unanimously with roll call.**

- b) Notice of Petition to Annex and Resolution 2024-05 Substantial Compliance Resolution for the Annexation of Anvil Mountain Subdivision 2
- Clerk Melina Marks stated that the annexation petition was brought to the clerk's office on February 9<sup>th</sup> for the second portion of the annexation of the Anvil Mountain subdivision and turned over the discussion to CDD Lucy Mulvihill.
  - CDD Lucy Mulvihill provided background information regarding the annexation process and asked the board if they will be available on March 27<sup>th</sup> to finalize the annexation.

**Trustee George moved, and Trustee Edwards seconded to approve Resolution 2024-05 A Substantial Compliance Resolution for the Annexation of Anvil Mountain Subdivision 2. Passed unanimously with roll call.**

- c) Resolution 2024-06 The Town of Silverton's 3 Mile Plan
- Sheila Booth from CPS presented the Town of Silverton's 3 Mile Plan.
  - Trustee Harper provided some background information regarding the planning commission's involvement with this yearly plan that is routinely adopted.

**Trustee Kranker moved, and Trustee George seconded to approve Resolution 2024-06 The Town of Silverton's 3 Mile Plan. Passed unanimously with roll call.**

- d) Resolution 2024-07 Adoption of the Town of Silverton's Fee Schedule
- Clerk Melina Marks presented the proposed increases in the fee schedule including lodging fee increases, the cigarette sales tax license fee, tap fee increases, cemetery site fees, and the traffic impact fee.
  - PW Director John Sites jumped in and elaborated on the tap fee increases and most common tap sizes.
  - Trustee Kranker stated that these increases were discussed in the last finance committee meeting and commented that some public feedback has come back from business owners regarding the lodging fee increases.
  - Trustee George commented on the difficulty of auditing business that have already been booked through the summer.
  - Trustee Kranker asked if the fee schedule could be passed tonight but conduct further discussion surrounding the implementation of lodging fee increases taking the public comment into account.
  - Mayor Fuhrman stated that booking for hotels may be different than campgrounds/ RV parks and some have stated that they are booked out 18 months in advance and suggested creating a system to allow businesses that are having a harder time implementing this a grace period of some sort.
  - Trustee Harper provided some input as a hotel owner.
  - Mayor Fuhrman suggested that if the business can show that they can't recuperate the costs this season we administratively figure out a solution.
  - Staff stated that we can bring a solution/ administrative process back to the board for their review.

**Trustee Kranker moved, and Trustee Edwards seconded to approve Resolution 2024-07 Adoption of the Town of Silverton's Fee Schedule. Passed unanimously with roll call.**

- 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

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

- 6) Staff Reports
- 7) Committee/Board Reports
  - a) Historic Review Committee 2.13.24
    - CDD Lucy Mulvihill provided an overview of the HRC Meeting.
  - b) Finance Committee 2.20.24
    - Trustee Kranker provided an overview of the Finance Committee Meeting.
  - c) San Juan Regional Planning Commission 2.20.24
    - Trustee Harper provided an overview of the Planning Commission Meeting.
  - d) San Juan Development Board Meeting 2.23.24
    - Administrator Kaasch-Buerger provided an overview of the San Juan Development Board Meeting.
  - e) Sneffels Energy Board 2.26.24
    - Administrator Kaasch-Buerger provided an overview of the Sneffels Energy Board Meeting.
  - f) Personnel and Ordinance Committee 2.26.24
    - Mayor Fuhrman provided an overview of the Personnel and Ordinance Committee Meeting that took place earlier this evening.
  - g) Library Board Meeting 2.23.24 (I think?)
    - Administrator Kaasch-Buerger provided an overview of the Library Board Meeting.
- 8) Trustee Reports
  - Trustee Kranker spoke about how many events have taken place during the month of February and thanked staff for all their hard work.
  - Mayor Pro Tem Barney spoke about the state of the lift at Kendall and expressed the desire to support Sarah Friden (FPR Director) in prioritizing the function of the lift.
  - Mayor Fuhrman acknowledged the upcoming election, and the number of candidates present at this meeting tonight and plugged for the candidate night on March 4<sup>th</sup>.
- 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
    - CDD Lucy Mulvihill provided an overview of this Ordinance where the first reading was approved at the last meeting.

**Mayor Pro Tem Barney moved, and Trustee Kranker seconded to approve the 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. Passed unanimously with roll call.**

**\*Motion retracted due to incorrect process of Public Hearing – vote took place too soon before public comment period\***

**Mayor Pro Tem Barney moved, and Trustee Kranker seconded to retract the reading and 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. Passed unanimously with roll call.**





# Town of Silverton

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**Mayor Pro Tem Barney moved, and Trustee Kranker seconded to approve the 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. Passed unanimously with roll call.**

**b) Continued from 1.22.24 Wetlands Discussion**

- Mayor Fuhrman recused himself from the discussion.
- Trustee Edwards recused herself from the discussion.
- Mayor Pro Tem Barney asked Clayton Buchner for guidance regarding procedure.
- Clayton Buchner said 5 Trustees is a quorum and advised the board to proceed.
- Administrator Kaasch-Buerger provided background information on this topic and opened the discussion for the board.
- Mayor Pro Tem Barney asked Administrator Kaasch-Buerger what would be best for staff.
- Administrator Kaasch-Buerger stated that option 3 from the board packet would be the best option: Extend the full moratorium and amended moratorium in the future based on the wetland inventory map. 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.
- Trustee George asked if changing the verbiage might help shorten the moratorium period.
- Administrator Kaasch-Buerger stated that since the whole inventory process is set to go until the end of this year, time constraints are unknown.
- Mayor Pro Tem Barney identified the 2 portions of this discussion: the finalization of a moratorium and the actionable items that must occur during that moratorium.
- Trustee George expressed support for adopting the map that has been created by Ironwood and reinstating the moratorium until regulations can be created and/or putting protections in place following the functional assessment of the land.
- Trustee Bierma expressed support for Trustee George's sentiments.
- Mayor Pro Tem Barney asked what application actively looks like since the moratorium was lifted.
- CDD Lucy Mulvihill stated that there have been inquiries regarding building on the lands in question who are probably almost ready to submit.
- Trustee Goerge asked if pre-application individuals are considered "in the pipeline."
- Lucy said that technically no; these individuals are not yet in the actual "application process" yet.
- Trustee Kranker expressed her discomfort with asking a handful of landowners to be responsible for protecting the wetlands in question.
- Trustee Kranker spoke about the cost of the moratorium thus far and the 10 units and 1 commercial space that would have been started had the moratorium not been implemented.
- Trustee George spoke of the importance of protecting non-jurisdictional wetlands.
- Mayor Pro Tem Barney spoke about the changes that can come about due to higher government operations and decisions.
- Trustee Harper recapped the decisions, time, and effort that has surrounded this topic over the last several months and expressed support for waiting until the functional assessment and map are complete.
- Trustee Harper expressed that he agrees with Trustee Goerge and Trustee Bierma.
- The Trustees continued to discuss the wetlands issue, staff capacity, land owners, protection/regulation, the placement of a new moratorium, etc.



# Town of Silverton

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Trustee George moved, and Trustee Bierma seconded to direct staff to draft an ordinance to impose a moratorium on receiving land use applications that meet the definition of a SMC adopted of a wetland until December 31, 2024, and present at the next meeting2 recused, 3 yeas, and 2 nos. Passed by quorum vote.

## 10) Public Comment

- Melody Skinner spoke again about skating rinks/ hockey.
- Evin Harris thanked the board for the discussion on wetlands.

**Adjourn @ 9:41pm**

## 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**

## Report Criteria:

Report printed and checks created

Due Date	Vendor Number	Name	Invoice Number	Net Due Amount	Pay	Payment Amount	Discount Amount	Remittance
<del>10/09/2023</del>	<del>1400</del>	<del>Brinell</del>	<del>00050000</del>	<del>1,325.56</del>	<del>N</del>	<del>.00</del>	<del>.00</del>	<del>Vendor Address</del>
<del>10/02/2023</del>	<del>1062</del>	<del>LAWSON INDUSTRIES</del>	<del>00100000</del>	<del>275.00</del>	<del>N</del>	<del>.00</del>	<del>.00</del>	<del>Vendor Address</del>
<del>10/02/2023</del>	<del>1062</del>	<del>LAWSON INDUSTRIES</del>	<del>00000001</del>	<del>556.07</del>	<del>N</del>	<del>.00</del>	<del>.00</del>	<del>Vendor Address</del>
03/11/2024	2158	Affordable Blind Pros	21231	2,284.98	Y	2,284.98	.00	Vendor Address
03/11/2024	53	ALSCO	2.2024	1,536.84	Y	1,536.84	.00	Vendor Address
03/11/2024	104	ATCO INTERNATIONAL	10625777	323.75	Y	323.75	.00	Vendor Address
03/11/2024	2145	Ballantine Communications	20194	407.74	Y	407.74	.00	Vendor Address
03/11/2024	220	Bruin Waste Management	11751209	15,978.09	Y	15,978.09	.00	Vendor Address
03/11/2024	220	Bruin Waste Management	1751575	152.53	Y	152.53	.00	Vendor Address
03/11/2024	220	Bruin Waste Management	1751576	122.03	Y	122.03	.00	Vendor Address
03/11/2024	220	Bruin Waste Management	1751577	152.53	Y	152.53	.00	Vendor Address
03/11/2024	220	Bruin Waste Management	1751580	61.01	Y	61.01	.00	Vendor Address
03/11/2024	220	Bruin Waste Management	1751581	152.53	Y	152.53	.00	Vendor Address
03/11/2024	220	Bruin Waste Management	1751582	152.53	Y	152.53	.00	Vendor Address
03/11/2024	220	Bruin Waste Management	1751583	152.53	Y	152.53	.00	Vendor Address
03/11/2024	220	Bruin Waste Management	1753577	32.55	Y	32.55	.00	Vendor Address
03/11/2024	249	CANYON SYSTEMS INC	16391	908.38	Y	908.38	.00	Vendor Address
03/11/2024	259	CASELLE INC	131199	530.00	Y	530.00	.00	Vendor Address
03/11/2024	272	CEBT	INV 00641	11,793.86	Y	11,793.86	.00	Insurance Vendor Address
03/11/2024	283	CENTURYLINK	2.13.24	293.72	Y	293.72	.00	Vendor Address
03/11/2024	2074	CivicPlus	294119	2,348.73	Y	2,348.73	.00	Vendor Address
03/11/2024	322	CJB Auto Supply	2.1.24	33.25	Y	33.25	.00	Vendor Address
03/11/2024	2129	Clarion	9642	6,648.74	Y	6,648.74	.00	Vendor Address
03/11/2024	326	Clayton M. Buchner, Attorney at Law	0755	3,838.00	Y	3,838.00	.00	Vendor Address
03/11/2024	407	Community Planning Strategies	2024-0053	18,684.65	Y	18,684.65	.00	Vendor Address
03/11/2024	439	Creative Crackerjack	3762	240.00	Y	240.00	.00	Vendor Address
03/11/2024	439	Creative Crackerjack	3763	192.00	Y	192.00	.00	Vendor Address
03/11/2024	439	Creative Crackerjack	3764	440.39	Y	440.39	.00	Vendor Address
03/11/2024	2098	DISA Global Solutions, INC	2512894	50.00	Y	50.00	.00	Vendor Address
03/11/2024	569	Ebelheiser, Justin	603199	149.00	Y	149.00	.00	Vendor Address
03/11/2024	686	FOUR CORNERS WELDING	GR001853	22.00	Y	22.00	.00	Vendor Address
03/11/2024	726	Garmin	DL349556	34.95	Y	34.95	.00	Vendor Address
03/11/2024	786	GREEN ANALYTICAL LABORATORY	2402041	242.00	Y	242.00	.00	Vendor Address
03/11/2024	889	IBS INCORPORATED	840312-1	109.60	Y	109.60	.00	Vendor Address
03/11/2024	895	Image Net Consulting, LLC	82069490	279.42	Y	279.42	.00	Vendor Address
03/11/2024	1039	KROEGERS INC	599032	167.55	Y	167.55	.00	Vendor Address
03/11/2024	2156	La Plata County Public Health	1076	320.10	Y	320.10	.00	Vendor Address
03/11/2024	1072	LEITNER-POMA	24050001	3,068.01	Y	3,068.01	.00	Vendor Address
03/11/2024	2157	McCandless Truck Center	P1051006	580.24	Y	580.24	.00	Vendor Address
03/11/2024	1173	Melina Marks	3.4.24	185.11	Y	185.11	.00	Vendor Address
03/11/2024	2130	Professional Management Solutions	84896	3,112.50	Y	3,112.50	.00	Vendor Address
03/11/2024	1425	QUILL CORPORATION	37278577	24.29	Y	24.29	.00	Vendor Address
03/11/2024	1598	SAN MIGUEL POWER ASSOCIATION	2.29.24	6,637.19	Y	6,637.19	.00	Vendor Address
03/11/2024	2119	Sarah Moore	24-08	1,323.00	Y	1,323.00	.00	Vendor Address
03/11/2024	1632	SGM	2015-513	289.50	Y	289.50	.00	Vendor Address
03/11/2024	1664	SILVERTON GROCERY	2.2024	54.14	Y	54.14	.00	Vendor Address
03/11/2024	1666	SILVERTON HARDWARE	2403-3218	282.05	Y	282.05	.00	Vendor Address
03/11/2024	1670	SILVERTON LP GAS	04759	947.23	Y	947.23	.00	Vendor Address
03/11/2024	1670	SILVERTON LP GAS	04789	445.73	Y	445.73	.00	Vendor Address
03/11/2024	1670	SILVERTON LP GAS	04994	2,512.43	Y	2,512.43	.00	Vendor Address
03/11/2024	1670	SILVERTON LP GAS	05046	1,188.48	Y	1,188.48	.00	Vendor Address
03/11/2024	1670	SILVERTON LP GAS	05049	1,448.72	Y	1,448.72	.00	Vendor Address
03/11/2024	1670	SILVERTON LP GAS	05133	497.65	Y	497.65	.00	Vendor Address

Due Date	Vendor Number	Name	Invoice Number	Net Due Amount	Pay	Payment Amount	Discount Amount	Remittance
03/11/2024	1670	SILVERTON LP GAS	05136	1,038.68	Y	1,038.68	.00	Vendor Address
03/11/2024	1670	SILVERTON LP GAS	PART	1,299.00	Y	1,299.00	.00	Vendor Address
03/11/2024	1684	SILVERTON SNOWMOBILE C	122	1,750.00	Y	1,750.00	.00	Vendor Address
03/11/2024	1686	SILVERTON STANDARD & TH	202411	2,457.00	Y	2,457.00	.00	Vendor Address
03/11/2024	1689	SILVERTON VISITORS CENT	2.2024	3,750.00	Y	3,750.00	.00	Vendor Address
03/11/2024	2150	Spindrift Haus, LLC	3.2.24	320.00	Y	320.00	.00	Vendor Address
03/11/2024	1745	SPRUCE ELECTRICAL SERVI	7016	3,750.00	Y	3,750.00	.00	Vendor Address
03/11/2024	2155	Stone Peak Power, LLC	587	11,546.20	Y	11,546.20	.00	Senior Center Vendor Address
03/11/2024	1837	THE CLEAN TEAM	736910	1,540.00	Y	1,540.00	.00	3
03/11/2024	1942	USA BLUE BOOK	INV00282	687.46	Y	687.46	.00	Vendor Address
03/11/2024	1942	USA BLUE BOOK	INV00288	83.80	Y	83.80	.00	Vendor Address
03/11/2024	1959	Vero Fiber Networks, LLC	5959	160.65	Y	160.65	.00	Vendor Address
03/11/2024	1970	VISION SERVICE PLAN	81987907	335.18	Y	335.18	.00	Vendor Address
Totals:				118,090.06		120,150.22	.00	

Number of invoices to be fully paid:	63
Number of invoices to be partially paid:	0
Number of invoices with no payment:	3
Total number of invoices listed:	66
Total checks from invoices selected:	45
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
03/11/2024	120,150.22	120,150.22	.00
	118,090.06	120,150.22	.00

**2024 MEMORANDUM OF UNDERSTANDING  
BETWEEN TOWN OF SILVERTON AND SILVERTON CREATIVE DISTRICT**

This Agreement, entered into and effective on \_\_\_\_\_, by and between the Town of Silverton (TOS) and Silverton Creative District (SCD), shall describe the relationship between TOS and SCD and outline the services SCD will provide to support the creative community.

**WITNESSETH:**

WHEREAS, SCD is a 501c3 non-profit organization that promotes arts, culture and the creative economy in and within the vicinity of the Town of Silverton and San Juan County; and

WHEREAS, it has been mutually agreed upon that SCD will receive funds from TOS when financially feasible to support SCD's mission of enhancing quality of life and diversifying the economy in Silverton and San Juan County, CO by promoting arts and culture; and

WHEREAS, the 2022 Silverton Compass Master Plan identifies SCD as a Supporting Partner which plays a role in Strengthening the Economy, Building Community Trust, and Improving Existing Infrastructure; and

WHEREAS, the TOS Board of Trustees committed to providing \$30,000 in unrestricted operating support to SCD in calendar year 2024;

**NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein and other good and valuable considerations, it is agreed by SCD and the TOS, Colorado as follows:**

Term. This Agreement shall be in effect upon the signing of all Parties. The term of this Agreement will be until December 31, 2024 unless otherwise modified or extended by mutual agreement of the parties hereto.

Scope of Services. SCD shall advance the creative industries and enhance quality of life for residents in Silverton and San Juan County through cultural events, creative placemaking, community engagement, destination marketing, business development, and collaborative partnerships, examples of which are outlined in Exhibit A, attached hereto.

Oversight. While SCD representatives will confer with TOS staff on programming and activities, SCD shall maintain creative control of its program offerings. SCD has and hereby retains control of and supervision over the performance of SCD's obligations hereunder and control over any persons employed or contracted by SCD for performing the Services hereunder.

Payment. TOS shall pay to SCD the sum of thirty thousand dollars and no/100 dollars (\$30,000.00) for calendar year 2024 for the services provided hereunder. The sum to be paid shall be rendered in full by March 31, 2024.

Reporting. SCD shall provide TOS a report of activities on an annual basis on or before the last day of September. An addendum will be provided for subsequent activities which take place within the fiscal year. These reports shall include detailed information regarding projects, financials, and other

pertinent information applicable to this Agreement.

Renewal. With mutual consent of both parties, the Agreement may be renewed for two additional one-year terms subject to the annual appropriations of the Town.

Appropriation of Public Funds. TOS shall, subject to State law restrictions, including but not limited to TABOR, endeavor to maintain a line item in its budget in an amount sufficient to help facilitate the activities herein defined. Because this Agreement involves the expenditure of public funds, this Agreement is contingent upon continued availability and appropriation of such funds by TOS. The obligations described herein shall not constitute a general obligation, indebtedness or multiple year direct or indirect debt, or other financial obligation whatsoever within the meaning of the constitution or the laws of the State of Colorado.

Cancellation. This Agreement shall be subject to cancellation by any party hereto upon giving ninety (90) days written notice prior to the date of termination.

The foregoing constitutes the entire Agreement between SCD and TOS. This Agreement may be modified, as circumstances warrant, upon further agreement between the parties hereto. Any such modifications shall be reduced to writing and appended to this Agreement with the same formality as with which this instrument was executed.

IN WITNESS WHEREOF, the parties hereto have signed this instrument on the day and date first written above.

SILVERTON CREATIVE DISTRICT

TOWN OF SILVERTON

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Lisa Branner, Chairperson  
Silverton Creative District

---

Shane Fuhrman, Mayor  
Town of Silverton Board of Trustees

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ATTEST:

Melina Marks Lanis  
Town of Silverton Clerk/Treasurer

## **EXHIBIT A**

### **SILVERTON CREATIVE DISTRICT PROGRAMMING**

The outline below illustrates the type of programming produced by Silverton Creative District (SCD).

#### **KEY ARTS & CULTURE EVENTS**

SCD events contribute to creative placemaking, put Silverton on the map as an arts destination, and bolster quality of life for residents:

##### **Silverton Summer Sounds Music Series: June 14 - July 12 - August 9 - September 13**

Join us under the stars every second Friday all summer long for Silverton Summer Sounds - a family-friendly, FREE open-air music series featuring libations, food and free live music in Silverton's Memorial Park, presented by the Town of Silverton.

##### **Silverton Creates & Silverton Arts Week - A Celebration of the Arts: September 6 – 15, 2024**

A week-long celebration showcasing local artists and creatives. Silverton Arts Week kicks off with our final First Friday of the season, continues with various events throughout the week including an Open Studio Tour, performances, workshops and demos, and culminates with the final Summer Sounds concert of the season and an all-day art & music festival in Memorial Park.

##### **First Fridays Art Walk: June 7 - July 5 - August 2 - September 6**

Great art isn't found just in museums or metropolitan areas. At First Fridays, you'll find original art, creative workspaces and glimpses of the community's unique mountain heritage! Join us from 4:30 – 7:30 pm every first Friday of the month as galleries open their doors for an eclectic evening of art demonstrations, kid's activities, live music, shopping and refreshments.

##### **Mistletoe Market: December 13, 2024**

Mistletoe Market is a fun and family-friendly holiday tradition, featuring vending, refreshments, festive music, kids craft activities, and a door prize drawing. With Christmas only a few weeks away, this is a great opportunity to get that last minute shopping done and spread some holiday cheer!

##### **Popup Art Events**

SCD regularly provides free popup arts and crafts activities to enhance community events like Silverton's July 4<sup>th</sup> celebration, Snowscape winter festival, and Powerhouse Harvest Market.

#### **BUSINESS DEVELOPMENT & COLLABORATIVE PARTNERSHIPS**

SCD collaborates with a variety of partners to provide mentorship, expertise, and funding to realize creative projects in the community. Examples include:

**Mountain Film On Tour in Silverton:** SCD has served as a fiscal sponsor, provided business coaching, assisted with logistics, and contributed sponsorship funds for the past two years.

**Silverton School Youth Pottery Program:** SCD raised grant funding to produce a weeklong pottery intensive for middle school students during the summer of 2022 that enhanced youth arts programming and encouraged youth to explore the idea of a career in the arts.

**The Residency Project:** SCD has sponsored this residency which hosts six artists in our community for an immersive creative experience each summer.

**San Juan Development Association's *Art Through The Seasons*:** SCD provided pro bono consultation and guidance to SJDA staff on the structure and implementation of this successful placemaking project that enlivened Silverton's downtown district by installing local art in vacant downtown storefronts.

**Creatives Roundtable:** Convenes the local arts community on a quarterly basis to build community, spark collaboration, and provide opportunities for collaboration, partnership and mentorship.

**Free Artist Memberships:** Membership in Silverton Creative District is free to all Silverton-based artists and provides access to a variety of promotional opportunities, initiatives, and events.

**Local First Ethos:** SCD makes a positive economic impact by recirculating funds in the community. We utilize local food vendors, purchase supplies from local businesses, house traveling acts at Silverton lodging establishments, and hire local musical talent, event crews, photographers, videographers, and graphic designers. As we continue to grow, we aim to increase the dollars reinvested in our community through these and other channels.

## **DESTINATION MARKETING**

SCD builds awareness of Silverton's creative community and attracts visitors by promoting local artists, makers, and events:

**Online Community Calendar:** A free promotional resource open to all Silverton-based events.

**Online Silverton Artist Directory:** A free online profile is offered to all SCD members.

**Printed Silverton Artist Brochure:** Distributed at the Visitors' Center and businesses throughout town, this professionally produced brochure highlights Silverton's galleries, creative workspaces, and artists.

**Regional Marketing Campaigns:** SCD leverages grant funding and sponsorship dollars to promote its events with print, digital, and radio advertisements across the region.





1360 Greene Street  
Silverton, CO 81433  
970.387.5522

March 11, 2024

To Whom It May Concern:

I am writing to express the Town of Silverton's enthusiastic support for Silverton Creative District (SCD).

SCD is a hardworking local non-profit that has quickly become a driving force in our community, promoting local artists and makers, fostering community connections, and contributing to the economic vitality of our town. Their efforts closely align with priorities identified in the Town's 2022 Compass Master Plan, and we anticipate the organization will play an important role in the successful execution of this master plan in the years ahead.

SCD's events and programs have become an integral part of our community, bringing people together and strengthening the social fabric of Silverton through free cultural experiences that otherwise would not be available in our remote mountain town. SCD also plays a crucial role in diversifying and strengthening the local economy, contributing to creative placemaking, destination marketing, and business development efforts that support the local economic ecosystem.

To amplify its impact, SCD is now seeking its official designation through the State of Colorado's Office of Economic Development and International Trade. This will open doors to new funding, technical assistance and marketing opportunities for the community, and help make Silverton a more livable, vibrant, and sustainable place to live, work, and play.

The Town Council recognizes the vital role that SCD plays in helping building a stable, diversified, and resilient year-round economy. To demonstrate our support for their efforts, the Town of Silverton has contributed over \$50,000 to SCD in the last two years.

Your involvement at this pivotal point in time would help SCD build critical capacity, ensuring their longevity and success in the future. We encourage you to look favorably upon their request.

Sincerely,

Shane Fuhrman  
Mayor

## Town of Silverton Staff Report

<b>Department:</b> Administration <b>Head of Department:</b> Gloria Kaasch-Buerger <b>Date of Trustee Meeting:</b> March 11, 2024	
<b>For immediate Trustee consideration:</b>	
<b>Regular Meetings &amp; Communication:</b> 2.23 Housing Meeting 2.23 SJDA Board Meeting 2.26 Blair Street Grant Discussion 2.26 Clarion Code Rewrite 2.26 Sneffels Energy Board 2.27 CHFA SHIP-TA Interview 2.27 Team GOLD Meeting 2.28 Chart of Accounts 2.28 Land Use Code Stakeholder Meeting 2.29 Silverton Library Podcast Interview 2.29 Infrastructure Reimbursement 2.29 Clarion Code Rewrite Stakeholders 3.1 ClearGov Check in 3.4 Anvil RFP meeting 3.4 Creative District MOU 3.4 Candidates Night 3.5 Team GOLD meeting	<b>Top on the TO DO list:</b> Hiring Facilities and Events Coordinator Wetlands Moratorium Refine Outdoor Dining Standards 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 New Trustee Orientation Materials/training schedule
<b>Grants (applications, updates, awards):</b> <b>Awarded and currently in progress:</b> Planning Grant for WWTP 10K received on 11/1 USDA collection system Grant/Loan received on 12/23 DOLA EIAF Engineering Plans for Boxcar Apartments \$79,281.00 <b>NEW:</b> CHFA's Small Scale Affordable Housing Technical Assistance Program for the Buildout of Anvil Mountain awarded on 3/6/24 <b>Applied/Awaiting Award:</b> More Housing Now Grant DOLA Building Capacity Grant DOLA <b>Upcoming:</b> Congressional Directed Spending Requests DUE 3/31	<b>Upcoming Issues:</b> Adoption of Climate Action Plan SMPA Totally Green Program 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 and FPR Capital Improvements Plan Business Summit Welcome back Summer Residents Perimeter Trail
<b>Notable completed tasks:</b>	<b>Learning/ Professional Development:</b> 2.27 Professional Coaching 3.4 Professional Coaching 3.7 Town Manager Virtual Conversation Webinar Currently Reading: Clarity First by Karen Martin

**To:** Gloria Kaasch-Buerger, Silverton Town Administrator  
Lucy Mulvihill, Community Development Coordinator

**From:** Shelia Booth, AICP, *Contracted Town Planner, CPS*

**Date:** March 5, 2024

**Subject:** Planning Department Activity Report (Jan/Feb 2024)

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This activity report provides an overview of existing and anticipated work tasks assigned to the Planning Department. The Department work plan will be developed by prioritizing these tasks through regular communication between CPS and Town Staff. Priorities will be regularly evaluated and adjusted based on these discussions, direction from the Board, community inquiries received, and development application submittals.

### **1) ON CALL SERVICES (GENERAL PLANNING)**

*General Inquiries & Meetings:* CPS staff responded to general inquiries and meeting requests for various projects and CPS met weekly with Town Staff. *(Lead: Shelia Booth/Chris Masar)*

*Code Update:* CPS attended bi-weekly update meetings and continued review of Draft #1 via the public draft. *(Lead: Shelia Booth)*

*Filing System:* CPS closed out 2023 application files and uploaded them to the Town's Gdrive. *(Lead: Shelia Booth/ Lucy Mulvihill)*

*Standards for Street Lights:* CPS responded to inquiries regarding establishing a standard Town streetlight fixture and the process to have that reviewed and approved. *(Lead: Shelia Booth)*

*Historic Review Committee Checklist:* CPS updated the Checklists based on feedback from the HRC. *(Lead: Chris Masar)*

*2024 Three Mile Plan:* CPS updated and presented the 2024 Three Mile Plan for approval and adoption by the Planning Commission and Board of Trustees ("BOT"). *(Lead: Shelia Booth)*

*Anvil Annexation:* CPS provided research and recommendations for processing and CRS conformance, including a draft timeline and annexation review. *(Lead: Shelia Booth)*

### **Pre-Application Meetings & Inquiries**

*1104 Blair Street:* CPS prepared for and attended a pre-application meeting for possible AROD and Historic Overlay District applications. The applications will be for modifications to a previously approved exterior renovation. The SMC does not allow staff to grant approvals for modifications to previously approved plans; therefore, a new application is required. *(Lead: Chris Masar)*

*1604 Cement Street:* CPS is waiting for formal submittal of application materials. This application was subject to the wetlands moratorium since the property contains wetlands and is located within the floodplain. *(Lead: Chris Masar)*

*1816 Mineral Street:* CPS reviewed the updated plans and narrative of uses for a proposed multi-use garage. The narrative describes a multi-use structure including multi-family which is not permitted in the E-D zone district. *(Lead: Chris Masar)*

*Block 76 Lots 13-14 Goranson:* CPS is waiting for re-submittal of application materials. This application was subject to the wetland's moratorium. *(Lead: Chris Masar)*

Block 35 Lot 2: CPS prepared for and attended a pre-application meeting for possible AROD and Historic Overlay District applications. The applications will be for a new mixed-use structure containing retail and residential uses on a 2,500 s.f. lot on Blair Street. CPS is awaiting formal application submittal. (Lead: Chris Masar)

Taylor's Addition: CPS reviewed the engineering reports and utility/access plans for Block 9 Lots 3-9 in preparation for a pre-application meeting. The subject site is located within the Avalanche Blue zone, and Steep Slopes Overlay District and will require two Use by Special Review applications. (Lead: Chris Masar)

## **2) ACTIVE DEVELOPMENT APPLICATIONS**

24-01 OVR 661 Greene Street (Canyon View Hotel): CPS received the AROD application and conducted a completeness review. CPS reviewed the application for compliance with the SMC and Builders Handbook and drafted the staff report for the January Historic Review Committee ("HRC") meeting. The application was pulled from the January HRC meeting due to exterior renovation work prior to approval from the HRC and BOT. Updated information was provided by the applicants in February addressing the changes to the original application. The revised application is scheduled for hearing before the HRC at its 3/12/24 meeting and before the BOT on 3/25/24. (Lead: Chris Masar)

24-02 OVR 1129 Greene Street: CPS received the AROD and Historic Overlay District applications and conducted a completeness review. This application was to renovate the Brown Bear Café into a first-floor bank with a rear apartment and two apartments on the second floor. Some exterior renovations were proposed, so the application was reviewed by the HRC and BOT. (Lead: Chris Masar)

24-03 VAR 1129 Greene Street: CPS received the Variance application and conducted a completeness review. The application included an internal elevator with a rooftop shaft that exceeded the 40' maximum height requirement within the BP zone district. CPS reviewed the application and drafted the staff report for the Board of Adjustment; however, the applicant removed the proposed elevator access to the roof which reduced the overall height of the building to less than 40'. Since a variance was no longer required for the application, the applicants withdrew their application. (Lead: Chris Masar)

24-04 SUP 1337 Blair Street: CPS received the Use Subject to Review application for "retail not conducted within an enclosed building" and conducted a completeness review. The application included a retail use that will operate seasonally between May and October within a canvass wall tent. CPS reviewed the application for compliance with the SMC and drafted the staff report for the February PC meeting and February BOT meeting. (Lead: Chris Masar)

24-05 ZON Blk H Rathmell: CPS received the Rezoning application and conducted a completeness review. The application requested the rezoning of four lots from B-A Business Automotive to R-2 Multi-Family Residential. CPS reviewed the application for compliance with the SMC and drafted the staff report for the February PC meeting and March BOT meeting. CPS also drafted the rezoning ordinance for this application. (Lead: Chris Masar)

24-06 OVR Blk 36 Lot 8: CPS received the AROD application and conducted a completeness review. CPS reviewed the application for compliance with the SMC and Builders Handbook and drafted the staff report for future HRC and BOT meetings. (Lead: Chris Masar)

24-07 OVR 843 Greene Street: CPS received the AROD application and conducted a completeness review. The application is for the proposed demolition of an existing structure and redevelopment of the property. CPS reviewed the application for compliance with the SMC and drafted the staff report for the March HRC and March BOT meetings. The current application is only looking to

remove the existing residence built in 1898. If demolition approval is granted, the applicants will submit a separate application for future development. *(Lead: Chris Masar)*

Animas Overlook (f.k.a. East End Hills): CPS continued correspondence with the applicant regarding the PUD application which was subject to the wetland's moratorium. When the wetlands moratorium was lifted on January 31, 2024, the applicant elected to pull the application until after the Trustee elections. CPS was notified at the end of February that the applicant will be submitting a new application and has changed the name of the proposed PUD to Animas Overlook. *(Lead: Chris Masar)*

### 3) SPECIAL PROJECTS

Digital Mapping Services: CPS moved online mapping data to shared Silverton online Group for staff access. The data is not open to the public per Staff's direction. *(Lead: Critter Thompson/Shelia Booth)*

Build-Out Analysis: On hold until Town Staff has reviewed the GIS data provided in the DMS services. Once the data is approved, CPS will provide the final analysis based on Town Staff's requested data points. *(Lead: Critter Thompson/Shelia Booth)*

### 4) "ON THE RADAR"

The following are items recommended to create more efficient and effective interpretation, administration, and guidance for property owners or projects that are anticipated based on discussion with the Town or updates to the Land Development Code. These projects can be kept on this list until they are either elevated to an active project or determined unnecessary.

- Completion of the Certified Local Government Ordinance which is needed once the historic local government committee is created.
- Updated applications and checklists post adoption of the Land Development Code in fall 2024.
- Finalize Build Out Analysis
- Land use training for newly elected Board of Trustees

### 5) MEETINGS ATTENDED

Historic Review Committee: CPS attended the Historic Review Committee meetings in January and February. CPS presented applications and assisted in determining procedural process for the Committee. *(Lead: Shelia Booth/Chris Masar/Lucy Mulvihill)*

Planning Commission: CPS attended and presented applications and the Three Mile Plan at the February PC meeting. *(Lead: Chris Masar/Shelia Booth)*

Board of Trustees: CPS attended the January BOT meetings to hear the presentation from Ironwood on the Wetland Story Map and later that month to hear the discussion regarding the wetlands pause. In February, CPS presented applications and the 2024 Three Mile Plan to the Board for approval. *(Lead: Shelia Booth/Chris Masar)*

## **7) UPCOMING PLANNING RELATED MEETINGS AND AGENDA ITEMS:**

We anticipate attending the following meetings to either present or support the identified planning department items. The project lead is identified next to each item:

**BOARD OF TRUSTEES:** March 11<sup>th</sup>

- No agenda items

**HISTORIC REVIEW COMMITTEE:** January 24, 2024

- 24-01 OVR 661 Greene
- 24-06 OVR Blk 36 Lot 8
- 24-07 OVR 843 Greene

**PLANNING COMMISSION:** March 19<sup>th</sup>

- No agenda items

**BOARD OF TRUSTEES:** March 25<sup>th</sup>

- 24-05 ZON Blk H Rathmell
- 24-01 OVR 661 Greene
- 24-06 OVR Blk 36 Lot 8
- 24-07 OVR 843 Greene

**HISTORIC REVIEW COMMITTEE:** April 9<sup>th</sup>

- No agenda items

**BOARD OF ADJUSTMENT:** TBD

- No agenda items





**SILVERTON  
PUBLIC LIBRARY**

# ***THE PLACE TO GET YOUR NEW PASSPORT***


*Get ready to travel!*



## ***ABOUT THE PROGRAM***

The Silverton Public Library, a hub of community engagement and resource accessibility, is expanding its services to include passport issuance. With this new offering, patrons can conveniently apply for passports at the library, streamlining the process for local residents. This initiative enhances the library's role as a vital civic institution, furthering its commitment to serving the diverse needs of the community.

## ***CONTACT US***

 970-387-5770

 1117 Reese St. Silverton, CO

 [silvertonpassports@silverton.co.us](mailto:silvertonpassports@silverton.co.us)

 <https://silverton.colibraries.org/>

## ***OUR SERVICES***



### **New Passports**



### **Forms for special situations**



### **Professional passport photos**

You can have your picture taken at the library for a \$15 charge or bring in your own.



### **Informative & Trained Employees**

Equipped to provide valuable and informative guidance on the passport issuance process, assisting patrons in navigating the requirements and procedures seamlessly.

**SCAN THE QR  
CODE TO FIND &  
SCHEDULE YOUR  
APPOINTMENT!**



 Register Here!



## 2023 Performance Report San Juan County, Colorado

The Region 9 Economic Development District of Southwest Colorado Inc. (Region 9) is a nonprofit, 501 (c) 6 public-private partnership that promotes and coordinates economic and community development efforts throughout Southwest Colorado. Region 9 covers 5 counties, 10 municipalities and the 2 Native American Tribes in Colorado (Ute Mountain Ute and Southern Ute). Incorporated in 1989, Region 9 is led by a 26-member Board of Directors; 17 from local governmental jurisdictions and 9 from the private sector.

### 2023 San Juan Representatives

**William Tookey** – San Juan County and Region 9 Board Chair

**Charles Alex Lanis**, At-large, San Juan

**Gloria Kaasch-Buerger/Dayna Kranker**, Town of Silverton

**Bill McDougall** – Loan Committee

**Fritz Klinke** – Loan Committee



### Region 9 Staff and Contractors

**Laura Lewis Marchino** – Executive Director

**Brian Rose** – Deputy Director

**Jenny Stollar** – Business Loan Officer

**Terry Blair-Burton** – Program Administrator

**Shirley Jones** – Comptroller

**Stephani Burditt** – Grant Compliance Specialist

**Elizabeth Heine** – Office Manager

**Heather Otter** – Economic Development Project Manager

**Shak Powers** – Regional Projects Manager

**Tiffany Brodersen** – Community Grant Writer

**Claire West**, SWORD Project Coordinator

**Donna Graves**, Information Services

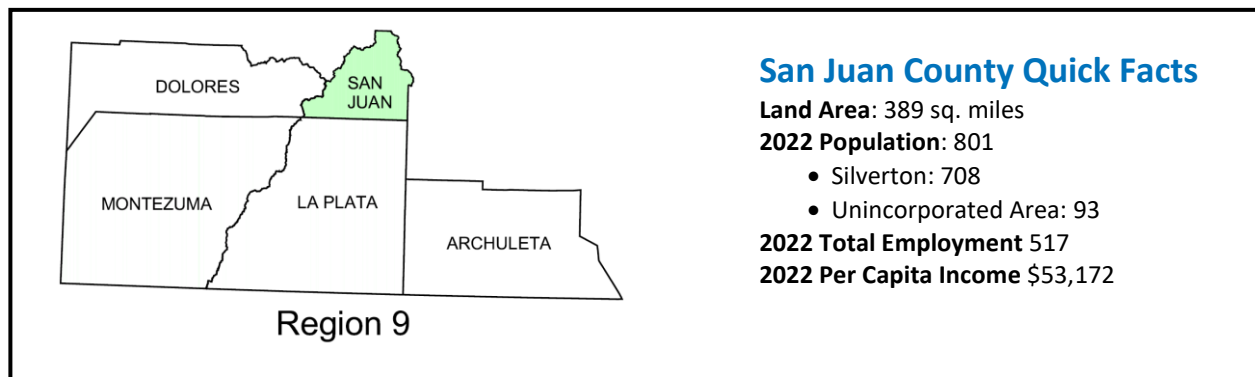
**Elizabeth Marsh** – SCAPE Executive Director

**Brittany Cupp** – SCAPE Program & Community Manager



## Region 9 Programs and Services

- Business loans
- Regional broadband, housing, transportation
- Colorado State Data Center local affiliate
- Technical assistance and special projects
- Southwest Enterprise Zone administration
- Research for community and regional projects
- Southwest Colorado Accelerator Program for Entrepreneurs (SCAPE)
- Grant Navigator
- Comprehensive Economic Development Strategy (CEDS)
- Administrative support for San Juan Development Association with financials and microloan program
- Administrative support for San Juan Resource Conservation District, All Hazards, SWIMT
- Facilitation for SouthWEST Opioid Response District (SWORD)



**Technical Assistance** – Region 9 provides technical assistance in San Juan County and Silverton by participating in community meetings and initiatives, researching and administering grants, and advocating for communities at the Regional, State, and Federal levels. Activities are listed below.

**County-wide** – Responded to 55 inquiries regarding business resources, loans, grant, EZ Contribution Project, and data requests. This decreased from 133 in 2022, and 117 in 2021. This may be a result of increased capacity within SJDA to manage inquiries locally.

Where	Business Loan	Data	EZ	Grant	General Inquiry	OZ	Totals
San Juan	3	0	11	5	4	0	23
Silverton	7	1	18	3	3	0	32

- Worked closely with San Juan Development Association and
  - Served on SJDA Board, participated in Stakeholders’ meetings, and administered microloan program.
  - Provided fiscal oversight for the SJDA loan program.
  - Participated in bi-monthly check-ins with SJDA Diversification Coordinator.
- Provided Grant assistance.
  - Edited Anschutz Family Foundation grant for San Juan Development Association (SJDA).

- edited grants for San Juan Development Association and local regional nonprofit Adaptive Golf Program.
- Reviewed EDA Economic Adjustment Assistance grant page for potential Silverton/San Juan broadband build.
- Participated on the Central San Juan High Alpine Communities Roadmap Team.
- Presented Region 9's Economic Development Fundamentals and CDAP to Silverton Town Council.
- Participated in Silverton Main Street Strategy sessions.
  - Provided broadband assistance with VERO and Deeply Digital representatives regarding broadband work in Silverton.
- Coordinated and led Colorado Division of Housing staff and CHFA on a tour of regional housing projects with visits to **Silverton**, Ignacio, Durango, Pagosa Springs, Cortez, Dove Creek, and Rico.
- Participated in meeting with Senator Jeff Bridges and Representative Barbara McLachlan in Silverton to hear housing concerns.
- Assisted San Juan Development Association with EZ Contribution Project application and administration.
- Region 9 Quarterly Board of Directors meeting held in Silverton.
- Facilitated CDAP update for the 2024-2026 cycle, approved by BOCC.

**Regional Highlights** – Region 9 EDD integrated with the Southwest Colorado Council of Governments (SWCCOG) in 2022 and administers the Southwest Transportation Planning Region, regional broadband, and transit initiatives, as well as coordination around regional housing initiatives.

- Facilitated monthly SouthWEST Opioid Response District (SWORD) meetings. Region 9 EDD received a completed feasibility study to identify the best options to fill existing treatment gaps.
- Responded to 1,661 inquiries covering business resources, grants, and data requests across the region. This number decreased from 1,786 in 2022. Inquiries were 1,760 in 2021 and 1,228 in 2020. An increase in economic development staff across the region elevated the capacity within communities to manage inquiries.
- Conducted long needed audit of SCAN (Southwest Colorado Access Network) fiber.
- Received 1.55M in new funding including \$870K in CBDG funding; \$500K Colorado Forest Service Loan Fund, \$36,458 SBA Microloan and Technical Assistance funds; \$41K for Rural Technical Assistance Program (RTAP) for High Alpine recreation geospatial study as pass through for the High Alpine Roadmap groups; \$100K in Grant Navigator funds; \$40K for CEDS implementation funds to assist with SWORD Coordinator position.
- Successfully sponsored Higher Purpose Homes as Rural Jumpstart Business.
- Received NADO Impact Award for integration of Southwest Colorado Council of Governments (SWCCOG).
- Made 49 presentations to community organizations covering everything from Enterprise Zone, Grant readiness, Rural Economic development, businesses financing and data.
- Reestablished quarterly County/Town Administrator luncheons.
- Conducted quarterly Economic Development meetups for economic development professionals in the region.

- Provided significant technical assistance around Prop 123 baseline data and educating communities and counties on impacts.
- Provided quarterly e-newsletter and monthly Grant Digest.
- Established Transit website (southwestrtc.com).
- Hosted weekly collaboration meetings for broadband stakeholders and housing stakeholders across the region.

**Southwest Colorado Accelerator Program for Entrepreneurs (SCAPE)** offers in-depth mentoring, education, and access to equity funding for early stage and growing companies. The program has launched 52 companies based in rural Southwest Colorado. These businesses raised \$54M in capital contributing to the creation of 230 local jobs. SCAPE is the hub of the entrepreneurial ecosystem and hosts regional investment and startup initiatives. Visit [www.goscape.org/](http://www.goscape.org/). Region 9 is a proud investor in this program.

**Enterprise Zone Program** – Region 9 EDD is the Southwest Colorado Rural Enterprise Zone (EZ) Administrator and determines if a business is located within EZ boundaries, processes EZ tax certification forms, and administers the designation of EZ Contribution Projects and certifies donations. Businesses in the EZ boundaries are eligible for a variety of tax credits. Currently, all of Montezuma, San Juan and Dolores Counties, and sections of La Plata and Archuleta Counties, are designated EZ areas. Archuleta, Montezuma, Dolores, and San Juan Counties have also been designated as Enhanced Rural Enterprise Zones (EREZ) through 2024.

Between 2003-2023, San Juan County businesses made \$7.5M in eligible investments, claimed \$288K in certified tax credits, and reported 96 new jobs.

In 2023, Region 9 received a total of 792 inquiries regarding the Enterprise Zone Program. San Juan County generated twenty-nine of those inquiries. Two San Juan County businesses invested \$170K, claimed \$2K in tax credits, and reported no new jobs created. Compared to 2022, there were three businesses that invested \$170K, claimed \$5K in tax credits with no new jobs created.

An **EZ Contribution Project** allows donor contributions of at least \$100 (depending on the organization) to Enterprise Zone projects which are eligible for a 25% State tax credit on cash donations, and a 12.5% State tax credit on in-kind donations. Regional wide in 2023, there were 26 designated Enterprise Zone Contribution Projects. There were 7 new projects added, six renewals, and five projects ended. Projects generated \$1.2M in economic activity through direct and in-kind contributions. This continues our declining trend of participation with 2022's 25 Projects at \$1.3M, 2021's \$1.5M; and 2020's 30 projects at \$2.4M. A decline in contributions was expected because our region lost active projects to the new Homeless Contribution Tax Credit and many of our new approved projects are smaller organizations.

Enterprise Zone Contribution Projects that impacted San Juan County in 2023

- Region 9 Economic Development District of SW Colorado – Broadband Project
- San Juan Development Association
- Silverton Ski Joring

**Data** – Region 9 offered data tools and prepared strategy and research reports that included data specific to San Juan County in 2023. Region 9 is a Colorado State Data Center local affiliate and provides reliable, unbiased, and timely regional socio-economic data to citizens and policymakers. All the District’s reports and data tools can be found at [www.region9edd.org](http://www.region9edd.org) under the Data tab.

- Region 9 Economic Snapshot 2024
- Regional Data Dashboard
- Regional Commercial Property Search Tool

**Loans** – In 2023, there was 1 new loan clients and 3 loans were paid off. San Juan County loans represented 1% of all the loans dispersed by Region 9.

As a primary lender for start-up businesses, Region 9 provides commercial loans to businesses. Loan funding supports businesses in creating and retaining jobs, leveraging other funds, or exporting a good or service from the local economy. The Business Loan Fund (BLF) includes several Federal and State sources: Community Development Block Grants (CDBG) from the Colorado Office of Economic Development and International Trade (OEDIT) (contracted through La Plata County and the 5-county region through an inter-governmental agreement); the USDA Intermediary Re-lending (IRP) & Rural Micro Entrepreneur Assistance Program (RMAP); the Economic Development Administration (EDA); Start Up Loan Fund through OEDIT; Small Business Administration Microloan Program (SBA) and revolved funds from previously restricted funds that are re-distributed in the community. Loan clients from San Juan County communities are listed below.

**Loan Clients**

Bearded Wonder Services  
Maisel Construction  
Mountain Studies Institute **NEW**  
San Juan County  
The Avon Hotel  
Venture Snowboards

Paid Off
9318 Contracting
Jensco Environmental Services
Loop SxS Adventures

# REGION 9

*Economic Development District of SW Colorado*



135 Burnett Dr. Unit 1, Durango, CO 81301  
(970) 247-9621 | [region9edd.org](http://region9edd.org)



Photos clockwise from top: Enterprise Bar & Grill-Rico, Sasquatch Expedition Campers-Silverton, San Juan River and Balloons-Pagosa Springs, Diaz Suspension Design-Durango, Dolores Bike Hostel-Town of Dolores

## ECONOMIC SNAPSHOT 2024

The Region 9 Report is a publication of the Region 9 Economic Development District of Southwest Colorado, Inc., a non-profit community economic development corporation serving Archuleta, Dolores, La Plata, Montezuma, and San Juan Counties, as well as The Southern Ute Indian Tribe and the Ute Mountain Ute Tribe.



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# Region 9 Economic Snapshot – 2024 Update

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**Notes on Sources** - The release of county level economic information lags about two years behind the current year, so 2022 is the benchmark year for this report. The Demography Section - Colorado Division of Local Government (CDLG) provided employment and income estimates using 2022 data from the Colorado Department of Labor (ES202) and information from the Bureau of Economic Analysis (BEA). That data was provided in the framework of the North American Industry Classification System (NAICS). Total Personal Income (TPI), and Per Capita Income (PCI), is also supplied by the BEA. Unemployment data is drawn from the Colorado Department of Labor and Employment – Local Area Unemployment Statistics (LAUS) Program, these data are not seasonally adjusted. Links to data sources, as well as a **Glossary and links** are included to provide a better understanding of key terms and concepts used in this report.

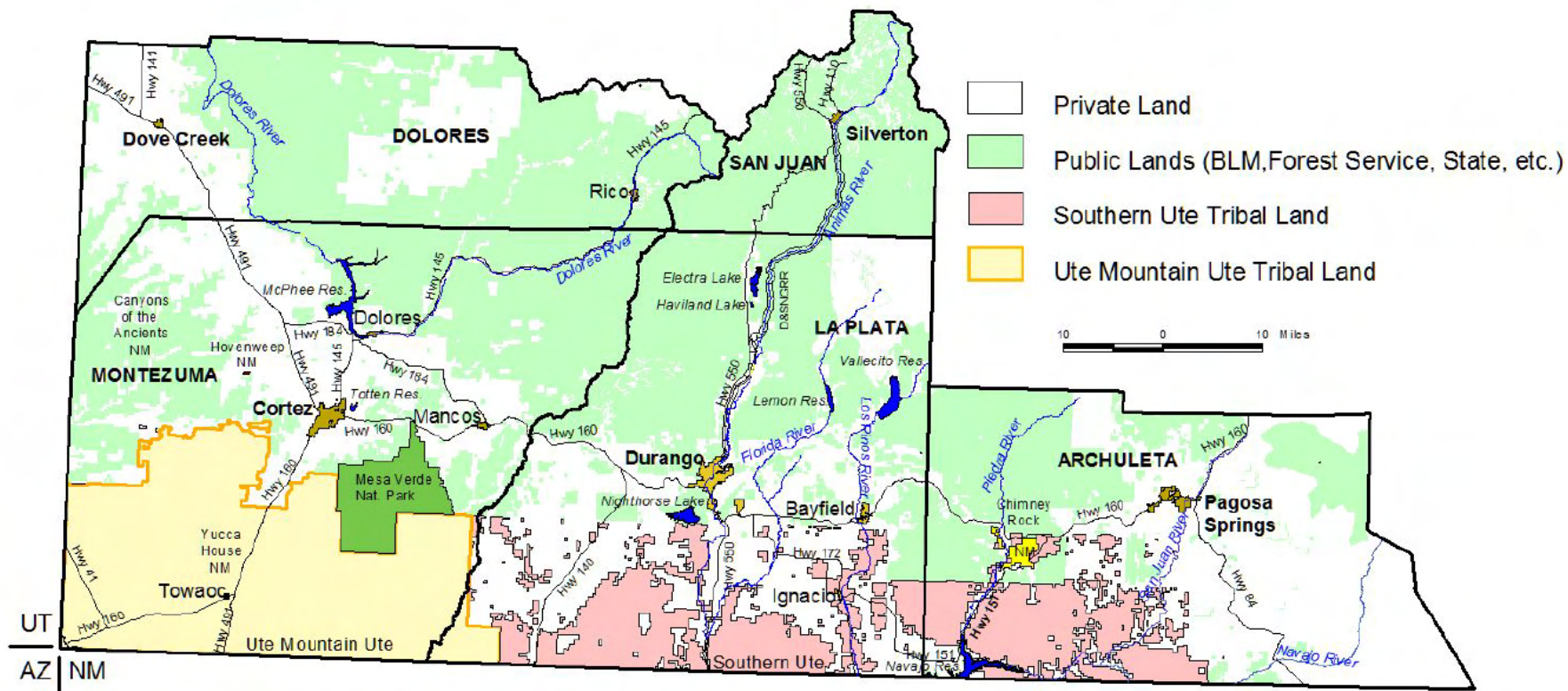
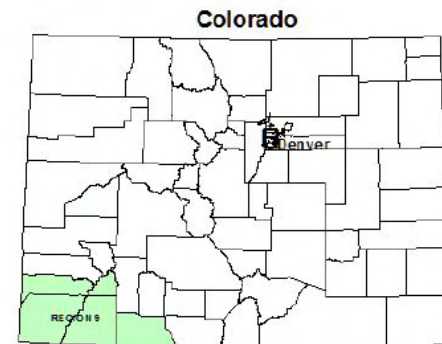
## INTRODUCTION

**The Region 9 Economic Development District of Southwest Colorado, Inc.** (Region 9) is a nonprofit, 501 (c) 6 public private partnership that promotes and coordinates economic development efforts throughout southwest Colorado. Region 9 includes five counties, ten municipalities, the Southern Ute Indian Tribe, and the Ute Mountain Ute Tribe. Incorporated in 1989, Region 9 has a board of directors with 17 representatives from local governmental jurisdictions and 9 from the private sector. Activities include business loans and financing, Enterprise Zone Administration, Broadband and Transportation, special projects, the Southwest Colorado Accelerator Program for Entrepreneurs (SCAPE) and serving as the management arm of the Southwest Colorado Council of Governments (SWCCOG) since 2022.

Region 9 provides technical assistance for grant and data research, information on business incentives and project coordination. Region 9 oversees the region’s strategic plan for economic growth, known as the Comprehensive Economic Development Strategy (CEDS). Region 9 also helps local governments access federal and state funding for infrastructure improvements and community amenities through our Grant Navigator program. Assistance is also provided to projects that result in job creation/retention, or that are of economic benefit to a community. Finally, Region 9 is a Colorado State Data Center local affiliate, and provides reliable, unbiased, and timely regional socio-economic data to citizens and policymakers. Region 9 collaborates on reports designed to track community related data, such as, economic trends, economic impact studies, livable wages, and other topics. All of the District’s reports can be found at [www.region9edd.org](http://www.region9edd.org).

Region 9 provides economic data and tools to help with regional planning and decision making. These resources include Regional Economic Data Dashboards, a Commercial Property Search Tool, reports on a variety of economic and socio-economic topics, the Regional Comprehensive Economic Development Strategy, which is updated every five years, the Community Development Action Plans which are updated every two years, and links to other helpful economic data resources. If you would like more information Region 9’s staff is available to assist you by calling 970-247-9621.

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Region 9's boundaries encompass 6,584 square miles in the southwest corner of the state and contain 6.3% of the total land area in Colorado (104,247 sq. miles). The eastern and northeastern areas include the rugged San Juan Range of the Rocky Mountains, with peaks rising above 14,000 feet. Part of the Colorado Plateau – a landform characterized by sparsely vegetated plateaus, mesas, and deep canyons – defines the western area where the lowest elevation is about 6,000 feet. The headwaters of several tributaries to the Colorado River are located in the high country. Drainages flow to the west and southwest from the Continental Divide, eventually feeding the San Juan River, which flows into the Colorado River. The mountain headwaters receive most of the region's precipitation, mostly in snowfall, while the lower elevations have arid and semi-arid climates. Snowmelt is stored in reservoirs throughout the region for use later in the year.

Public lands make up 45% of the district; 38% are private lands and 17% are tribal lands. Major areas of public lands include the **San Juan National Forest (SJNF)**, which encompasses over 1.8 million acres, including the 499,771-acre Weminuche Wilderness (the largest designated wilderness area in Colorado); the recently designated 37,236-acre Hermosa Creek Wilderness; and Chimney Rock National Monument (one of America's newest National Monuments).

The other major public land manager, the **Bureau of Land Management (BLM)**, administers the federal mineral estate underlying private lands (known as split estate) and has trust responsibility for mineral management on 800,000 acres of Tribal lands. The BLM also manages the Canyons of the Ancients National Monument, a 176,000 acre area rich in archaeological sites. The **National Park Service (NPS)** administers Mesa Verde National Park, a world heritage site, and the lesser-known cultural sites of Hovenweep and Yucca House National Monuments. The **Bureau of Reclamation** also has an influential presence in the region as the entity involved in the construction of numerous reservoirs and water delivery systems. Some of these improvements are now managed either in partnership with the USFS and/or by the state, local communities, or districts.

Two Ute Tribes manage the tribal lands in the region. The **Ute Mountain Ute Tribe** has acreage on its reservation in La Plata and Montezuma Counties in Colorado, in San Juan County in New Mexico; and in satellite ranching operations. The Tribe also has a presence in southeastern Utah on allotted trust land. Their tribal headquarters is in Towaoc.

The reservation of the **Southern Ute Indian Tribe** is located in La Plata and Archuleta Counties, with headquarters located near Ignacio. Unlike other Indian reservations that are all contained within one boundary, some of the Southern Ute lands are not contiguous. The Tribe recently updated its Comprehensive Economic Development Strategy (CEDS) which can be viewed at

[https://www.southernute-nsn.gov/wp-content/uploads/sites/15/2023/10/2023-FINAL-SUIT-CEDS-w-Resolution-10\\_10\\_23.pdf](https://www.southernute-nsn.gov/wp-content/uploads/sites/15/2023/10/2023-FINAL-SUIT-CEDS-w-Resolution-10_10_23.pdf)

Like much of the state, southwestern Colorado has seen growth and change in recent years, providing a catalyst for new opportunities. Region 9 works within this framework to encourage flexible and resilient economic development strategies. A long-standing regional goal has been to minimize the relative impact of any sudden change in fortunes, hence employment, of any (large) firm or industry. Events such as a housing bubble or a recession, changes to water quality and availability, or catastrophic events such as wildfires or a global pandemic such as COVID -19, can move the region into unfamiliar and potentially costly scenarios. As such, strategies meant to encourage economic development in this rural region must be flexible and resilient to respond to the unexpected and be open to emerging opportunities. These strategies are discussed at length in the Southwest Colorado Comprehensive Economic Development Strategy (CEDS) 2021.

[https://www.region9edd.org/uploads/CEDS\\_Update\\_2021%20-%20Copy%202.pdf](https://www.region9edd.org/uploads/CEDS_Update_2021%20-%20Copy%202.pdf)



## REGIONAL OVERVIEW

*Regional Vision – We strive to encourage economic development that preserves our small-town and traditional heritage, takes care of our natural resources, and provides opportunities for our children to stay in Southwest Colorado.*

### Population Trends

A look at the average annual percentage rate of change for each county gives an idea of population trends in Region 9 from 1970 to 2020. The population within the five counties of Region 9 grew at a rate of about 3.2% from 1990 to 2000, and about 1.4% between 2000 and 2010, with the most growth in Archuleta County.

Average Annual % Change					
	1970-1980	1980-1990	1990-2000	2000-2010	2010-2020
Archuleta	3.0%	3.8%	6.4%	2.0%	1.0%
Dolores	0.1%	-1.0%	2.1%	1.1%	0.1%
La Plata	3.5%	1.7%	3.1%	1.6%	0.8%
Montezuma	2.5%	1.2%	2.5%	0.7%	0.1%
San Juan	0.0%	-1.1%	-2.8%	2.3%	-0.03%
<b>Region 9</b>	2.9%	1.6%	3.2%	1.4%	0.6%

Source: Colorado State Demography Office

Population declines throughout the region were common during the recession (December 2007 - June 2009) as people left the area seeking jobs. Prior to the recession, Dolores and San Juan Counties experienced declines in the mining industry, resulting in job and population losses.

Colorado grew at a rate of 1.3% annually from 2010 to 2022. The regional population grew about 0.8% annually during this time period, from 91,802 to 100,013. Twenty-four percent of regional growth from 2010 to 2020 was from “natural” change (the net number resulting from comparing births to deaths), and 76% was from net migration from other locations.

	2010	2022	Ann. Avg % Change 2010-22
Archuleta	12,060	13,986	1.4%
Dolores	2,060	2,194	0.57%
La Plata	51,441	56,558	0.9%
Montezuma	25,532	26,474	0.3%
San Juan	709	801	1.12%
<b>Region 9</b>	<b>91,802</b>	<b>100,013</b>	0.8%
<b>Colorado</b>	<b>5,050,332</b>	<b>5,838,736</b>	1.3%

Source: Colorado State Demography Office

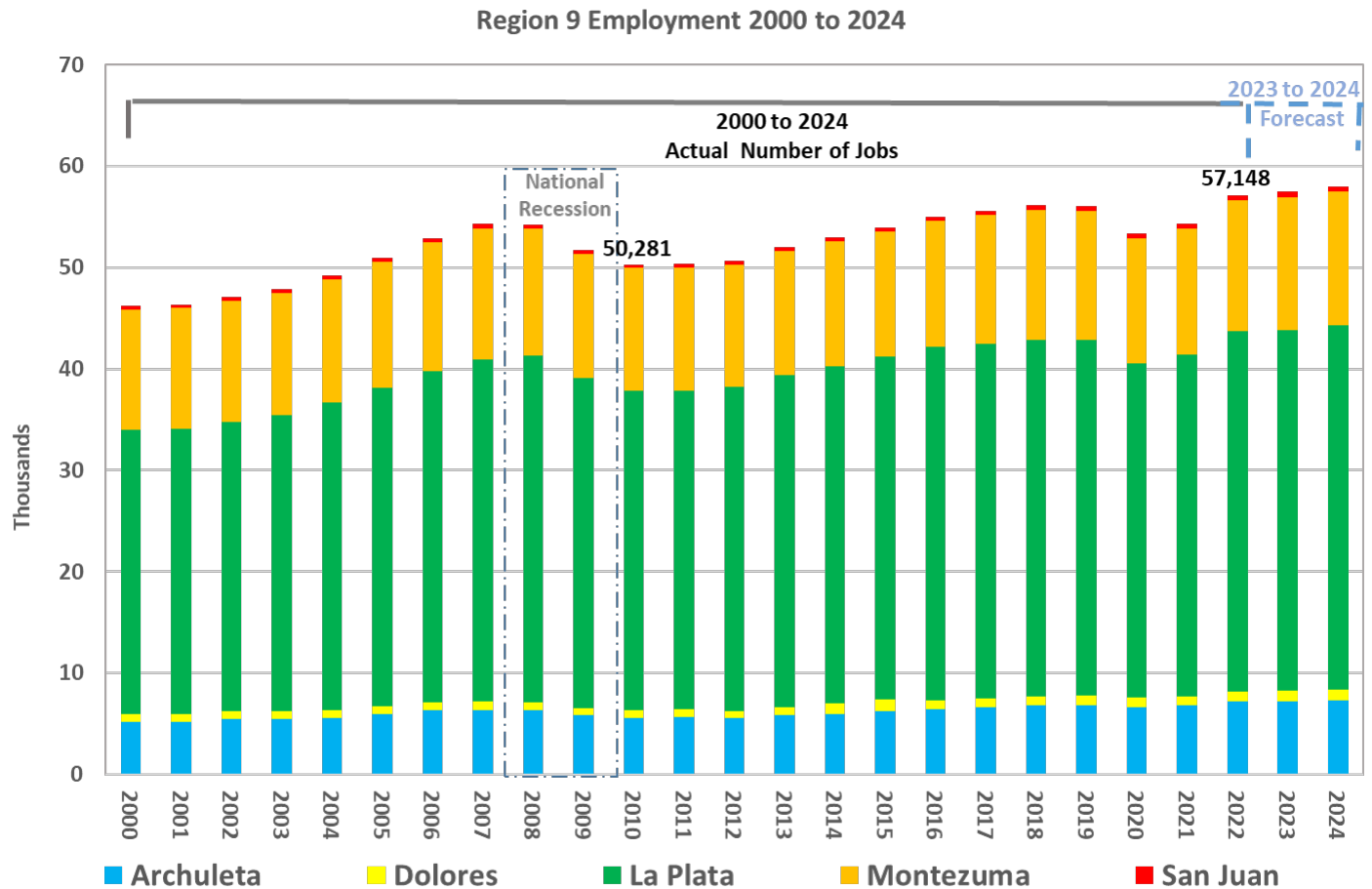
While some people move to the region for economic reasons, such as the availability of jobs, others come for quality of life, which are strongly influenced by the large amounts of public lands in the region.

## Employment Trends

Employees in the region often commute long distances, across state and county lines, to take advantage of better job opportunities, better shopping, or lower real estate prices. The resulting inter-connected economy extends to the entire "Four Corners" area, including southwest Colorado, northwest New Mexico, northeast Arizona, and southeast Utah.

Job growth in the region was steady at about two to four percent per year until the recession of 2007-2009.

Employment reached a regional low of 50,281 jobs in 2010. The region's economic conditions stabilized and were exceeding pre-recession levels until COVID-19 pandemic conditions drove job losses in 2020. Job growth is projected to increase slightly through 2024 if the local economy remains stable.



Data Source: Colorado State Demography Office. Includes proprietors.

Unemployment Rates		
Location	2020	2023
Colorado	6.8%	3.2%
Archuleta	7.0%	2.9%
Dolores	6.3%	2.4%
La Plata	6.4%	2.6%
Montezuma	6.7%	3.2%
San Juan	6.2%	2.5%
USA	6.7%	3.7%

In 2023, some counties saw higher unemployment rates than the state (3.2%) and nation (3.7%). When we compare these rates to those of 2020, we see a much higher unemployment rate across the board due to COVID -19 conditions.

Source: Colorado Labor Market CDLE-LMI

## Employment and Income

Region 9 2022 Total Employment	# of Jobs	% of Jobs	# Jobs % Change 2021-2022
Agriculture	2,561	4%	1%
Mining	633	1%	7%
Utilities	250	0.4%	-2%
Construction	4,696	8%	0%
Manufacturing	1,453	3%	-2%
Wholesale Trade	1,034	2%	4%
Retail Trade	6,832	12%	5%
Transportation & Warehousing	1,321	2%	10%
Information	620	1%	13%
Finance Activities	1,351	2%	-1%
Real Estate	2,311	4%	1%
Professional & Business Services	3,698	6%	5%
Management of Companies and Enterprises	307	0.5%	35%
Administration and Waste Management	2,237	4%	6%
Private Education	1,007	2%	4%
Health Services	6,255	11%	-1%
Arts, Entertainment, and Recreation	1,833	3%	4%
Accommodation and Food	5,808	10%	4%
Other Services, except Public Administration	3,095	5%	5%
Federal Government	723	1%	-1%
Military	251	0%	0%
State Government	1,768	3%	-10%
Local Government	7,098	12%	2%
Total	57,142	100%	3%

\*Quarterly Census of Employment & Wages (QCEW)

Source: Colorado State Demography Office

Of the total number of jobs, 68% are in **base industries** (36,362 jobs). Base industries produce exports or derive their sales or income *directly* from outside sources, or *indirectly* by providing supplies to export industries. These activities **bring in outside dollars** to circulate within the local economy. Base analysis distinguishes which industries are responsible for overall economic growth and change. They are also known as economic “drivers.”

One very important base industry in our region (35% of jobs) is created by **households** that spend money earned elsewhere (commuters), or at a different point in time (retirees). Household spending supports jobs in the local economy, such as the local barber, a nurse, or a clerk in the supermarket where a retiree or commuter shops.

**Tourism** is also an important base industry in the region (25% of jobs). There are many types of businesses that support the tourist industry, including lodging, second homes (construction and real estate sectors), services (restaurants, wholesale and retail trade, entertainment venues), and transportation (airlines, car rentals, guide services, etc.).

**Regional services** (19% of jobs) encompass a variety of economic sectors, including Business, Communications, Construction, Education, Finance, Insurance and Real Estate, as well as Trade. Some examples of these services include hospitals, airports, telecommunications systems, and colleges.

See the **Glossary** for more information on Base Industries.

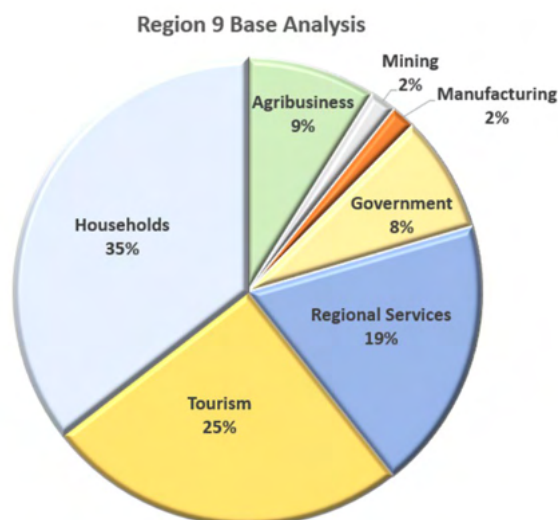
Jobs in this chart include 23% proprietors (owners) as well as 77% wage and salary employees.

The service sector (including all of the 8 highlighted fields) provided the highest percentage of jobs (42%) in the region. These service jobs include highly paid professionals as well as lower paying unskilled labor.

Retail trade employment is substantial in most of Region 9, comprising 12% of total employment, although retail is one of the lowest paying sectors.

Government sector jobs are also important in the regional economy, providing 16% of jobs.

Recent job growth (2021-2022) is strongest in Management of Companies and Enterprises (35%), and Information (13%).



Region 9 - Percentage of Jobs in Base Industries 2022						2022 Region 9	2021 Region 9
	Archuleta	Dolores	La Plata	Montezuma	San Juan		
Agribusiness	8%	30%	7%	12%	1%	9%	10%
Mining	0%	1%	2%	2%	0%	2%	2%
Manufacturing	1%	2%	1%	3%	2%	2%	2%
Government	3%	5%	11%	5%	2%	8%	9%
Regional Services	14%	9%	20%	21%	11%	19%	18%
Tourism	32%	8%	28%	16%	52%	25%	28%
Households	41%	46%	31%	42%	32%	36%	32%
Total # jobs	4,356	691	20,904	8,386	427	39,709	34,765

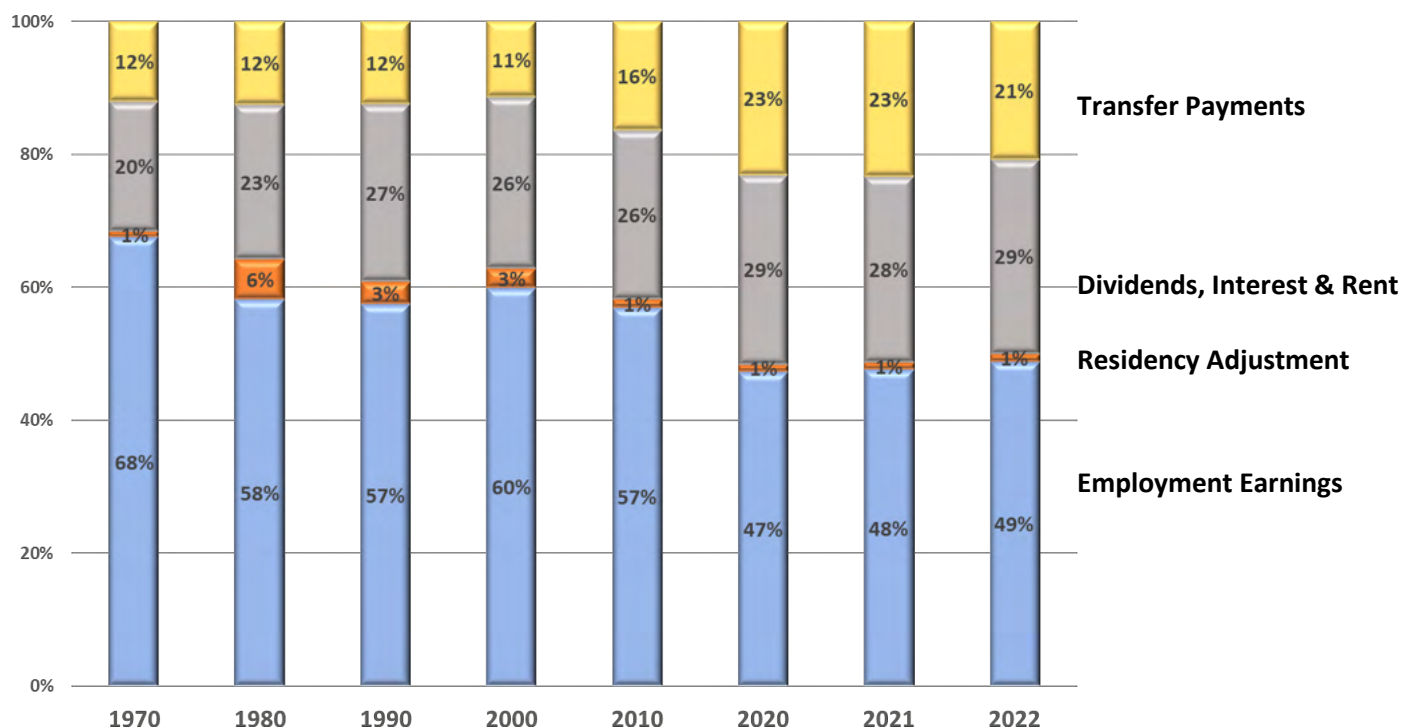
Household spending provides a significant source of employment across the region. Agribusiness is also very important in Dolores County. The San Juan County economy is based primarily on tourism. All counties saw a rise in outdoor recreation tourism from 2020 to 2021 as a result of COVID-19.

**Total Personal Income (TPI)** is a measure of all sources of income in the region. The four main components of TPI are: employment earnings; residency adjustments; dividends, interest and rent; and transfer payments. For an explanation of what these components include refer to the **Glossary**.

Region 9 Total Personal Income	2020 TPI (\$000)	% of Total	2022 TPI (\$000)	% of Total
Employment Earnings	\$ 2,566,313	51%	\$ 2,998,024	48%
Residency Adjustment	\$ 56,592	1%	\$ 70,729	1%
Dividends, Interest & Rent	\$ 1,553,483	31%	\$ 1,801,975	28%
Transfer Payments	\$ 1,247,556	18%	\$ 1,270,569	23%
<b>Estimated TPI</b>	<b>\$ 5,423,944</b>	<b>100%</b>	<b>\$ 6,141,297</b>	<b>100%</b>

Source: Bureau of Economic Analysis

Region 9 Total Personal Income Trends



Between 1970 and 2020, we see a trend of decreasing employment income, and increasing income from dividends, interest and rent. Transfer payments were shrinking, though this trend has seen a reversal as baby boomers retire and receive retirement benefits. COVID-19 conditions also increased transfer payments in 2020. Since 2021 employment earnings are growing slowly.

## SAN JUAN COUNTY

The discovery of gold in the county by Charles Baker in 1860 was followed by a gold rush in the 1870's. With the dedication of the "Million Dollar Highway" in July of 1924 the transportation of gold, silver, lead, copper and zinc began to shift from the narrow-gauge train to trucks using Highway 550, which connects Silverton to Montrose and to Durango. After World War II, the rail line began to carry less freight and more tourists up from Durango to enjoy the spectacular scenery. San Juan County has become almost entirely dependent upon tourism, and are working to diversify their local economy.

	2010	2022	Ann. Avg % Change 2010-22
San Juan	709	801	1.12%
Silverton	646	708	0.8%
Unincorporated	63	93	3.6%

Source: Colorado State Demography Office

influx of seasonal residents, many of whom have purchased second homes in the area in order to enjoy the rural amenities of life in the high country. This phenomenon, known as "amenity migration", has produced wide ranging economic impacts on the community.

**Population** - In 2022 the county's resident population was 801. The resident population is expected to decline slightly (-40) through 2030. However, seasonal residents are not included in population figures. In the summer there is usually an

San Juan County 2022 Total Employment	# of Jobs	% of Jobs	*Avg. ann. wage
Agriculture	3	1%	NA
Mining	NA	NA	\$ 95,179
Construction	35	7%	\$ 55,310
Manufacturing	9	2%	\$ 48,972
Wholesale Trade	13	3%	\$ 74,806
Retail Trade	53	10%	\$ 36,323
Transportation and Warehousing	7	1%	\$ 70,137
Information	NA	NA	\$ 95,962
Finance Activities	NA	NA	\$ 103,458
Real Estate	23	4%	\$ 56,634
Professional & Business Services	29	6%	\$ 84,907
Management of Companies and Enterprises	0	0%	\$ 43,112
Administration & Waste Management	21	4%	\$ 59,137
Private Education	16	3%	\$ 54,356
Arts, Entertainment and Recreation	44	9%	\$ 35,765
Accommodation and Food Services	123	24%	\$ 29,479
Other Services	18	3%	\$ 18,860
Federal Government	1	0%	\$ 62,729
State Government	8	2%	\$ 46,854
Local Government	78	15%	\$ 45,053
Suppressed Sectors	36	7%	
Non- suppressed Total	517	99%	\$ 34,365

# Jobs % Change 2021-2022
NA
NA
9%
NA
NA
-5%
NA
NA
NA
-4%
0%
0%
33%
12%
7%
-4%
13%
0%
0%
-5%
1%

In 2023, county unemployment rates (2.5%) were lower than the state (3.2%), and lower than the nation (3.7%). This table includes wage earners as well as proprietors (owners). About 78% of total employment is by wage earners, while 22% is through proprietors. The service sector includes all of the seven highlighted fields. Many of the service jobs in San Juan County support tourism, in accommodation (lodging) and food services. Confidentiality concerns related to the small numbers in this county limit the publicly available information about jobs and income in some sectors.

\*Quarterly Census of Employment & Wages (QCEW)

Source: Colorado State Demography Office

### 2022 Employment Share by Wage - 517

Avg. Annual Wage	Low Wage	Mid Wage	High Wage	Livable Wage
\$34,365	< \$27,492	\$27,493 - \$41,238	> \$41,328	\$81,276
	14%	55%	31%	12%

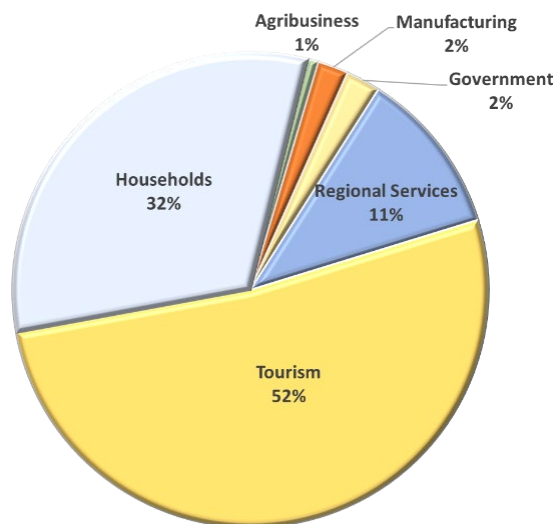
Low Wage < 80% of AAW; Mid Wage > 80% and < 120% of AAW; High Wage > 120% of AAW

Livable Wage for two working adults with two children (CCLP/SSS)

The county average annual wage (\$34,365) is 51% of the state average annual wage (\$66,662).

In 2022 there were 110 workers commuting out of the county for work, primarily to adjacent La Plata County and Montrose County. In contrast, 110 people were commuting in for work, primarily from adjacent La Plata County and Montrose County. Net commuters 1. (Source: Lightcast Labor Market Analytics)

San Juan County Base Analysis



Of the total number of jobs (517), 83% (428 jobs) are in **base industries**. Base analysis distinguishes which industries are responsible for overall growth and change. In San Juan, the largest base employment industries are tourism and households that spend money earned elsewhere.

For more information regarding base analysis please refer to the **Glossary**.

**Top employers** are ranked based on the numbers of people that they employ. These numbers were collected from each employer if available, estimated based on information collected from past years, or provided by state agencies. Employers include local governments as well as private employers.

Top Employers - San Juan County 2023	# of Jobs
Grand Imperial Hotel	35
Silverton Outdoor Learning Center	36
Silverton School Dist 1	35
San Juan County	26
Town of Silverton	22
Handlebars	20
Pickle Barrel	14

San Juan Total Personal Income	2020 TPI (\$000)	% of Total	2022 TPI (\$000)	% of Total
Employment Earnings	\$ 16,298	42%	\$ 20,551	48%
Residency Adjustment	\$ 2,583	7%	\$ 2,872	7%
Dividends, Interest & Rent	\$ 10,797	28%	\$ 11,200	26%
Transfer Payments	\$ 8,757	23%	\$ 8,074	19%
<b>Estimated TPI</b>	<b>\$ 38,435</b>	<b>100%</b>	<b>\$ 42,697</b>	<b>100%</b>

Source: Bureau of Economic Analysis

**Per Capita Income (PCI)** of San Juan County is 81% of National PCI and 70% of Colorado's PCI.

**Enterprise Zones** – All of San Juan County has been designated as an Enhanced Enterprise Zone through 2024.

<https://www.region9edd.org/enterprise-zone>

**Opportunity Zones** – All of San Juan County has been designated as an Opportunity Zone.

<https://www.region9edd.org/opportunity-zones>

More detailed information regarding San Juan County is available at [www.region9edd.org](http://www.region9edd.org), under regional data.

**Total Personal Income (TPI)** is the sum of all income paid to residents of San Juan County from various sources. Retirees (60+) brought in \$4.5 million (11%) of TPI through transfer payments.

Per Capita Income 2022		
	PCI 2022	% of USA
USA	\$ 65,470	100%
Colorado	\$ 75,722	116%
San Juan	\$ 53,172	81%

Source: Bureau of Economic Analysis



## GLOSSARY OF KEY TERMS

**Economic Base Analysis** is a tool to describe economic activity by the source of revenue, whether the money generated by sales comes from outside the local economy, or from within the local economy. This type of analysis is designed to define those economic activities that drive or sustain the local economy. Base Analysis distinguishes which industries and factors are responsible for overall growth and change. There are two types of regional industries:

**Base industries** produce exports or derive their sales or income *directly* from outside sources, or *indirectly* by providing supplies to export industries. These activities **bring in outside dollars** to circulate within the local economy. These industries include agriculture, mining, manufacturing, national and regional services, state and federal government jobs, and tourism. Another base industry is created by households that spend money earned elsewhere. For example, a retiree whose income comes from outside of the county is supporting many traditional local resident services jobs; however, since their income is basic (from outside the local economy), the local resident service jobs are also considered basic.

**Local resident services** provide services to residents and also **re-circulate dollars** within the local economy. Resident services include industries that take care of the local community, such as health services, education, and employment at the local grocery store. Residential industries are *industries* because they create jobs . . . which, in turn, create demands for worker housing and services.

Outside money enters the local economy through a variety of sources, circulates through the local area, and then leaves the local economy when we purchase goods or services from outside the area, or pay federal and state taxes.

A common confusion with this type of analysis is that it focuses on the source of revenue as opposed to specific industries. Tourism is considered a direct base economic activity because the visitors are bringing their money from the outside economy and spending it in the local economy.



Looking at restaurants for example, when the person buying a meal is from outside the area (a tourist), it is a **direct base economic activity** and when the person is a resident using money earned in the local economy, it is a **local resident service activity**. So, restaurants are both direct based and a local resident service.

The office of the Colorado State Demographer performs various statistical estimates, including actual surveys of businesses (calling the restaurant and asking them for estimates of how much of their sales are to residents versus tourists) to provide a percentage in various sectors of how much of their activity is direct or local resident based.

**Amenity Migration** is another source of direct base revenue in terms of money coming from the outside economy to buy real estate and construct homes in the local economy.

The term comes from the fact that people migrate to southwest Colorado because of the amenities, i.e., quality of life and environment. Some of these people are second homeowners and some are telecommuters, meaning that they work from home, making use of the Internet, email and the telephone.

### Commuter Data

The Census's [Longitudinal Employer-Household Dynamics \(LEHD\)](#) program contains several datasets, one of which is the Origin-Destination Employment Statistics (LODES) dataset. This dataset further contains three parts: origin destination, residence area characteristics and work area characteristics. These three pieces together provide information on commuting patterns by 2-digit industry between census tracts. (Lightcast Labor Market Analytics)

**Population** - Census data is collected every 10 years (i.e., 2010, 2020) and is considered an actual count of people within a region or county. The years in between are estimates made by the State Demographer. Projections are made using an assumed growth rate to predict future growth. <https://demography.dola.colorado.gov/population/>

**Wage thresholds** – The average annual wage<sup>1</sup> is drawn from the Quarterly Census of Employment & Wages (QCEW Program): low wage = 80% or less than the average annual wage; mid wage = greater than 80% and less than 120% of the average annual wage; high wage is greater than 120% of the annual average wage. Livable wage is provided for a family of four renting a two-bedroom unit.

**Total Personal Income** is another important tool to understand our local economy. Total personal income (TPI) is divided into four main components. These numbers come from the Bureau of Economic Analysis (BEA).

1. **Employment earnings** are derived from wage and salary employment as well as from business proprietor's income.
2. **Dividends, Interest & Rent** - **Dividend** income is cash and other assets paid to stockholders who are residents of the area. **Interest** income consists of monies received by local residents from money market mutual funds and other sources. **Rental** income consists of the rental of real property, royalties received from patents, copyrights, and from the rights to natural resources paid to local residents.
3. **Transfer payments** consist primarily of retirement and disability benefit payments, medical payments (i.e., Medicare and Medicaid), income maintenance benefits, unemployment insurance, veteran's benefits and payments to local residents.
4. **Residency adjustments** are made when a person is paid for work performed from outside their place of residency, i.e., commuters. Negative numbers indicate that more people are commuting into the county for employment than are commuting out for employment.

When we divide Total Personal Income (TPI) by the number of people in each county we get an estimate of **Per Capita Income (PCI)**. This allows us to compare the per capita income between counties in our region, the state and the nation. <http://www.bea.gov/regional/index.htm>

**Total Employment** includes estimated employment from wages, salaries and proprietors' income.

**Employment by Sector** - Employment (jobs) generates most of the earnings in our region, so it is important to look at the types and numbers of jobs in each of our counties. An employment "sector" groups jobs into industries that are alike. This information allows us to see how many people are employed in each sector, comparing the "strength" of that industry in each of our counties. **If 80% or more of the employment in an industry is in one firm, or if there are three firms or less in an industry, then the data cannot be disclosed per state statute.**

**Unemployment** - Labor force statistics allow us to see how many people are in the workforce, and how many are unemployed. We can use information from the Quarterly Census of Employment and Wages (QCEW) to compare unemployment rates at county, state, and national levels. <http://www.colmigateway.com/gsipub/index.asp>

**Enterprise Zones** – This program provides state income tax credits and other incentives for private enterprise to expand, or new businesses to locate within a state designated EZ area. Learn more about tax credits in Enterprise Zones at <https://oedit.colorado.gov/enterprise-zone-program>.

**Opportunity Zones** – This economic and community development tax incentive program provides a new impetus for private investors to support designated distressed areas through private equity investments in businesses and real estate ventures. More details regarding the Opportunity Zone can be found at <https://oedit.colorado.gov/colorado-opportunity-zone-program>.



## USEFUL CONTACTS

For business and relocation assistance contact Region 9, or one of the community economic development organizations, listed below. If your business needs technical assistance the Southwest Colorado Small Business Development Center offers numerous services.

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### Economic Development Organizations

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Region 9 Economic Development District  
135 Burnett Dr. Unit 1  
Durango, CO 81301  
Phone (970) 247-9621  
[www.region9edd.org](http://www.region9edd.org)



Ute Mountain Ute Indian Tribe  
124 Mike Wash Road  
Towaoc, CO 81334  
[www.utemountainutetribe.com](http://www.utemountainutetribe.com)

Southwest Colorado Small Business  
Development Center  
835 Main Avenue, Ste. 225  
Durango, CO 81301  
Phone (970) 903-2289  
[www.sbdcfortlewis.org](http://www.sbdcfortlewis.org)



San Juan Development Corporation  
P.O.Box 565  
Silverton, CO 81433  
Phone (970) 387-5654  
[www.sanjuandevlopment.com](http://www.sanjuandevlopment.com)



Pagosa Springs Community Development Corporation  
PO Box 1183  
46 Eaton Drive, Suite 4  
Pagosa Springs, CO 81147  
Phone (970) 264-3023  
[www.pagosaspringscdc.org](http://www.pagosaspringscdc.org)



Dolores County Development Corporation  
P.O. Box 860  
Dove Creek, CO 81328  
[www.dolorescounty.org](http://www.dolorescounty.org)



Southern Ute Indian Tribe Economic Development  
P.O. Box 737  
365 Ouray Dr.  
Ignacio, CO 81137  
Phone (970) 563-2275  
[www.southernute-nsn.gov/eco-dev/](http://www.southernute-nsn.gov/eco-dev/)



La Plata Economic Development Alliance  
2301 Main Ave.  
Durango, CO 81301  
Phone (970) 259-1700  
[www.yesLPC.com](http://www.yesLPC.com)





## AGENDA MEMO

SUBJECT: Kendall Mountain Deck RFP

STAFF CONTACT: Sarah Friden

MEETING DATE: March 11, 2024

### Overview:

At the January 22<sup>nd</sup> Regular Meeting staff requested an additional 30 days to solicit additional bids. Though unsuccessful, local contractors proposed expense reductions, saving \$51,480.00+ by axing heating element, handrails, plus the annual heating costs (trending \$23,000 annually; projected initial cost efficiency ~\$74,480). Repair of the five structural beams (see photos) is mandatory to proceed with this project. Since the bid is still over the \$175,000 budgeted for this project, staff proposes breaking it up into three phases, with Phase 1 beginning as early April 1<sup>st</sup>. Phase 2 would allow for basic completion and usage of the main slab. Phase 3 would be complete the project in 2025.

<b>2024</b>		
Phase 1	Structural Pier Repair (not optional)	\$30,000
Phase 2	Patio excavation, backfill, compaction, main concrete slab, stem walls, dumpster, temporary stairs	\$145,000
	TOTAL IN 2024	\$175,000
<b>2025</b>		
Phase 3	ADA ramp extension, lights, landscaping, deck and stairs, furniture, fireplaces, tent, planters	\$115,000
	PROJECT TOTAL	\$290,000

### Budget Impact:

Outlined above is the proposed phasing with costs.

Phase 1: Repairing the structural damage.

Phase 2: Lay concrete for the main slab, prepare to extend deck for ADA accessibility.

Phase 3: Complete ADA ramp extension, install two gas fireplaces, landscaping, furniture, light fixtures and tent.

Staff is actively seeking solutions for the additional \$115,000 required to finalize the project in 2025. Options include grants, tubing, lift ticket price increases, premium facility rental fees, advertising, and other proposals to be discussed in upcoming budget season.

### Master Plan Priority:

Improving our existing infrastructure

Strengthening our local economy

### Trustee Priority:

Kendall Projects

### Suggested Motion or Direction:

Motion to approve the phased approach with 9318 Contracting with the current budgeted amount of \$175,000.

## QUOTE

DATE	1.14.24
QUOTE #	1
CUSTOMER ID	Silverton
VALID UNTIL	NA

Sarah Friden  
Town of Silverton  
**Kendall Mountain Structural Piers**

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

# 9318 Contracting

43601 Highway 550  
Durango, CO 81301

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

## QUOTE

DATE	1.14.24
QUOTE #	1
CUSTOMER ID	Silverton
VALID UNTIL	NA

### CUSTOMER

Sarah Friden  
Town of Silverton  
**Kendall Mountain exterior upgardes**

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

-

**TOTAL \$ 259,124.00**

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

***Thank You For Your Business!***



## AGENDA MEMO

SUBJECT: Update on Staff Direction to Draft a Moratorium on accepting applications that fit the definition of a wetland.

STAFF CONTACT: Gloria Kaasch-Buerger

MEETING DATE: March 11, 2024

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### Overview:

In the discussions on February 26th Regular Meeting, the Board of Trustees gave staff direction in a 3-2 vote with 2 recusals to draft and present an ordinance to put a pause on applications in areas that meet the town's definition of a wetland until December 31<sup>st</sup>, 2024, to give time for the wetlands map to be completed and to decide on a wetlands regulation or protection policy.

When staff researched presenting the ordinance, it was clear that it could not be presented at the next meeting (March 11<sup>th</sup>) due to noticing requirements and planning commission review.

The moratorium on land use applications ordinance will need to follow the rules in Chapter 16 in our code as well as CRS 31-23-304. Which means that it will need to be noticed at least 15 days prior to the BOT Public Hearing and go to the San Juan Regional Planning Commission prior to the hearing. (SMC 16-7-180 currently states 10 days noticing requirement which is not enforceable since CRS 31-23-304 supersedes the SMC 16-7-180. Staff has been operating under CRS noticing requirements and this will be addressed in our code update)

Also, when staff researched the ordinance, they were able to incorporate the wetlands inventory map that Ironwood consultants are currently drafting. After confirming with Ironwood that the current map encompasses the wetland boundaries in town, and that the "depressional" wetlands identified in the map are not high-quality wetlands, but rather a result of poor drainage in town, staff drafted a second ordinance that limits the application pause to the boundaries of the riverine and slope wetlands. This was done outside of formal trustee direction but was based on the conversations that the Trustees had on February 26<sup>th</sup> that staff did not have the resources readily available for the trustees until staff had time to research the options in more detail. Please see the attached map in which the staff drafted ordinance will reference.

### The updated schedule:

March 7, 2024	Notice both ordinances in the Silverton Standard
March 19, 2024	San Juan Regional Planning Commission review both ordinances
March 21, 2024 at 6pm	Public Hearing on First Reading presented at a Special Meeting for both ordinances

If one of the ordinances passes at the March 21<sup>st</sup> meeting:

April 8, 2024 at 7pm	Public Hearing on Second Reading for adoption present at a Regular Meeting
May 8, 2024	If passed on April 8th, the ordinance would be effective/enforced

In further conversations with the Town Attorney, ordinances need a majority vote of ALL the Trustees even if there are recusals. This is outlined in SMC 1-3-230 "All ordinances hereafter passed by the Board of Trustees shall require for their passage or adoption the concurrence of a majority of all the Trustees, whether elected or appointed to fill a vacancy on the Board of Trustees. On the question of the passage or adoption of all ordinances, the yeas and nays shall be called and recorded."

To pass either of the ordinances outlined above, an affirmative of 4 votes is needed even with the 2 recusals.

Staff is requesting a Special Meeting on Thursday, March 21<sup>st</sup> at 6pm to conduct the Public Hearing for the first reading of both ordinances, of which the Trustees can choose to deny one and chose the other or deny both.

**Staff Recommendation:**

If a moratorium is put in place or not, the staff request that regulations on wetlands be addressed in the Land Use and Development Code Rewrite facilitated by Clarion. This will ensure that there is adequate public engagement and have a more feasible timeline to be completed by December 31<sup>st</sup>, 2024.

**Suggested Motion or Direction:**


Informational only unless this memo elicits staff direction.



# Silverton Wetland Inventory HGM Classification 2023




0 375 750 1,500 Feet

 Town of Silverton Boundary

**Wetland Boundaries 2023**

**HGM Classification**

 Depression (5 acres)

 Riverine (63 acres)

 Slope (17 acres)







**REQUEST FOR QUALIFICATIONS  
FOR  
AN ALTERNATIVE LIQUOR LICENSING AUTHORITY HEARING OFFICER**

Date of Issue: February 12, 2024

Proposal Closing Date and Time: March 4, 2024 at 4pm

Proposals to be received by Deputy Clerk prior to closing date and time above.

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**RETURN TO:**

Town of Silverton  
Ana Mendiluce  
1360 Greene Street, PO BOX 250  
Silverton, CO 81433  
[amendiluce@silverton.co.us](mailto:amendiluce@silverton.co.us)  
[deputyclerk@silverton.co.us](mailto:deputyclerk@silverton.co.us)

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THIS REQUEST FOR QUALIFICATIONS (“RFQ”) IS NOT A COMPETITIVE BID BASED ON PRICE ONLY. The request for proposal allows the Town of Silverton, Colorado (the “Town”) to select the service provider that best meets the needs of the Town, taking into consideration proposer qualifications, price, products, and service capabilities and other factors relevant to the Town’s policies, programs, administrative resources, and budget.

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**This RFQ is not an offer to contract. Issuance of this RFQ and the receipt of responses by the Town do not commit the Town to award a contract to any bidder.**

Town of Silverton  
1360 Greene Street, PO Box 250  
Silverton, CO 81433  
970-387-5522  
<https://townofsilverton.colorado.gov/>



## **REQUEST FOR QUALIFICATIONS**

The Town of Silverton is seeking a qualified municipal judge to serve as the Silverton Liquor License Authority Alternative Hearing Officer to serve when the seated Hearing Officer is not available or conflicted.

Proposals are to be addressed and delivered to the Deputy Clerk for the Town of Silverton, in accordance with the Instructions to Proposers and all other requirements as referenced in this RFQ. Proposals will be received until the Proposal Closing Date and Time set forth on the cover page of this RFQ, at which time a representative of the Town will publicly announce the names of those firms or individuals submitting proposals. No other public disclosure will be made if and until the award of contract.

## **INSTRUCTIONS FOR PROPOSERS**

1. Proposers responding to this RFQ must submit their proposals in the format specified in this solicitation.
2. A copy of the proposal is to be received by the Deputy Clerk, on or prior to March 4, 2024
  - Electronic copies will be accepted and may be submitted to: [amendiluce@silverton.co.us](mailto:amendiluce@silverton.co.us) / [deputyclerk@silverton.co.us](mailto:deputyclerk@silverton.co.us)
  - Paper copies may be mailed or delivered to:  

Town of Silverton  
Attn: Deputy Clerk  
1360 Greene Street  
PO Box 250  
Silverton, CO 81433
3. Any proposer may withdraw his / her proposal at any time prior to the RFQ closing date and time.
4. The content of all proposals must conform to the following:
  - Proposers must respond to the questions in the order presented in this RFQ.
  - Proposers may provide additional supporting documentation pertinent to clarification of the proposal.
5. The following information must be included with your proposal in this order and be indexed/tabbed:
  - Required Responses as set forth in the Scope of Work to this RFQ
6. Proposers who have questions concerning the submission of proposals or the RFQ process must contact:

Ana Mendiluce  
Deputy Clerk  
[amendiluci@silverton.co.us](mailto:amendiluci@silverton.co.us)

[deputyclerk@silverton.co.us](mailto:deputyclerk@silverton.co.us)

direct line: 970-880-0688

Proposers who have questions concerning the specifications or scope of work, must contact:

Gloria Kaasch-Buerger

Town Administrator

[gkaasch-buerger@silverton.co.us](mailto:gkaasch-buerger@silverton.co.us)

direct line: 970-880-4087

7. The proposals will be reviewed by Town Board of Trustees. The Board may request additional information from proposers or request personal interviews with one or more proposer. The weight to be given to each evaluation criterion will be as determined by the Board of Trustees. Final evaluation and selection may be based on, but not limited to, any or all of the following, and in no particular order of importance:
  - Qualifications and experience of the proposer
  - References
  - Pricing / total cost
8. All proposals timely submitted shall become the property of the Town and shall be retained in accordance with the Town's records retention schedule.
9. Public Inspections of Proposals. The Town is a Colorado governmental entity. Therefore, all information included in proposals and other written information submitted by the proposer to the Town is subject to the provisions of the Colorado Open Records Act, Colorado Revised Statutes Sections 24-72-201, et seq. ("CORA"). Proposers should expect that the proposal may be viewed by the general public and competitors once submitted to the Town. Under CORA, trade secrets, privileged information, and/or confidential commercial, financial, geological or geophysical data may not be subject to disclosure under CORA ("Confidential Information").
10. No Waiver of Governmental Immunity. Nothing in this RFQ or any resulting agreement shall be construed to waive, limit, or otherwise modify any governmental immunity that may be available by law to the Town, its officials, employees, contractors, or agents, or any other person acting on behalf of the Town and, in particular, governmental immunity afforded or available pursuant to the Colorado Governmental Immunity Act, Title 24, Article 10 of the Colorado Revised Statutes.

#### **TERMS AND CONDITIONS**

1. All participating proposers, by signature, agree to comply with all the terms, conditions, requirements, and instructions of this RFQ as stated in this RFQ. Should the Town omit anything from this document which is necessary to a clear understanding of the work, or should it appear that various instructions are in conflict, the proposer shall contact the Deputy Clerk and secure

written instructions at least 48 hours prior to the time and date of the closing of acceptance of the proposals.

2. The Town reserves the right to:
  - Reject any and all proposals received as a result of this RFQ.
  - Waive or decline to waive any irregularities in any proposal or responses received.
  - Adopt all or any part of the proposer's proposal.
  - Negotiate changes in the scope of work or services to be provided.
  - Withhold the appointment/award of contract.
  - Select the proposer it deems to be most qualified to fulfill the needs of the Town. The proposer with the lowest priced proposal will not necessarily be the one most qualified, since several factors other than price are important in the determination of the most acceptable proposal.
3. Any individual submitting a signed proposal shall be deemed to have read and understood all the terms, conditions and requirements of this RFQ.
4. The Town shall not be liable for any costs incurred by the proposer in the preparation and production of the proposal, contract negotiations or for any work performed prior to the execution of a contract.
5. All proposals and other materials submitted shall become the property of the Town.
6. The successful proposer shall be required to enter into a written contract with the Town in a form approved by the Board of Trustees. In the event of any conflict between this RFQ and the contract, the terms and conditions of the contract shall control.
7. The Town reserves the right to conduct discussions with proposers, to accept revisions of proposals, and to negotiate price changes. During this discussion period, the Town will not disclose any information regarding proposal submittals. Upon the execution of the contract(s), the proposals will become public record and contents may be disclosed upon request.
8. The successful proposer shall comply with all applicable federal, state, and local laws, regulations, administrative rulings, and codes, and shall secure all necessary licenses and permits in connection with this RFQ and any goods or services to be provided hereunder.
9. By submission of the proposal, the proposer certifies that the proposal has been arrived at independently and submitted without collusion with any other proposer, and that the contents of the proposal have not been communicated by the proposer, or to the proposer's best knowledge and belief, by any one of its employees or agents, to any person not an employee or agent of the proposer, and will not be communicated to any person prior to the official opening of the proposals.
10. The Town reserves the right to solicit or recruit any municipalities, attorney(s) or legal firms directly to request qualifications.



## AGENDA MEMO

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SUBJECT: Alternative Liquor License Authority Hearing Officer RFQ  
STAFF CONTACT: Gloria Kaasch-Buerger  
MEETING DATE: March 11, 2024

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### **Overview:**

The Board approved the release of the RFQ for an Alternative Liquor License Authority Hearing officer on February 12<sup>th</sup> in a Regular Meeting. Qualifications were due on Monday, March 4<sup>th</sup> at 5pm. Staff did not receive any proposals.

### **Staff Recommendation:**

Staff is requesting to keep the RFQ open until a proposal is submitted. The first proposal submitted would be reviewed at the soonest possible regular meeting of the BOT.

### **Suggested Motion or Direction:**

Motion to keep the RFQ open until an application is turned in to be reviewed.

## **SCOPE OF WORK**

Liquor License Authority Alternative Hearing Officer as defined in the [Silverton Municipal Code Chapter 6, Article 2, Section 60 \(b\)](#) states that the Board of Trustees shall appoint a second hearing officer who shall serve only when the Hearing Officer recuses him or herself from a matter because of a conflict of interest or when the Hearing Officer provides notice that he or she is unable to serve for a defined period of time.

Liquor License Applications shall be evaluated with the Silverton Municipal Code and the Colorado Liquor Code.

The Hearing Officer and Alternative Hearing Officer are supported administratively by the Town Clerk and Deputy Clerk who will notice record the hearings. The Town Attorney shall act in an advisory capacity to the Liquor Licensing Authority.

Regularly scheduled Liquor License Hearings are on the first Wednesday of the month but may be called at other times to accommodate special events or circumstances.

## **REQUIRED RESPONSES**

Proposals should address the following issues/questions in the order presented:

1. A copy of proposer's current resume/CV that describes at a minimum how you meet the following required or desired qualifications:
  - Experience on the bench in a Colorado municipal court
  - OR
  - Experience with the Colorado Liquor Code
2. Cost Proposal. Provide details on billing structure and rates. If you are open to alternative compensation arrangements, please provide details or acceptable alternatives.
3. List of Professional References.
4. Identify any real or perceived conflicts of interest in becoming an Alternative Hearing Officer for the Town of Silverton's Liquor Authority.