

**TOWN OF SILT  
REGULAR BOARD OF TRUSTEES AGENDA  
MONDAY, JULY 13, 2020 – 7:00 P.M.  
MUNICIPAL COUNCIL CHAMBERS**

<b>ESTIMATED TIME</b>	<b>AGENDA ITEM</b>	<b>PUBLIC HEARING or ACTION ITEM</b>	<b>STAFF PRESENTOR</b>
	<b>Agenda</b>		<b>Tab A</b>
<b>7:00</b>	<b>Call to order</b>		<b>Mayor Richel</b>
	<b>Roll call</b>		
	<b>Pledge of Allegiance and Moment of Silence</b>		
<b>7:05</b>	<b>Public Comments</b> - The Mayor will announce the time for public comment. Persons desiring to make public comment on items not on the agenda shall activate the “raise hand” function in the meeting program. For persons who will participate in the meeting by telephone, they should send an email by 5:00 p.m. on the day of the meeting to sheila@townofsilt.org indicating their desire to make public comment. For those attending in person, a “Sign in Sheet” is available in the Council Chambers. Each speaker will limit comments to no more than three (3) minutes, with a total time of 30 minutes allotted to public comments, pursuant to Section 2.28.020 of the Silt Municipal Code.		
<b>7:20</b>	<b>Consent agenda –</b>  <ol style="list-style-type: none"> <li>1. Minutes of the June 22, 2020 Board of Trustees meeting</li> <li>2. Renewal of Kum &amp; Go Fermented Malt Beverage License</li> <li>3. Renewal of Columbine Liquor Retail Liquor License</li> </ol>	<b>Action Item</b>	<b>Tab B Mayor Richel</b>
	<b>Conflicts of Interest</b>		
<b>7:25</b>	<b>Agenda Changes</b>		
<b>7:25 5 min</b>	<b>Resolution No. 18, Series 2020</b> , A RESOLUTION OF THE TOWN OF SILT, COLORADO APPROVING A MINOR SUBDIVISION FINAL PLAN AND PLAT FOR PROPERTY KNOWN AS THE VILLAGE AT PAINTED PASTURES ANNEXATION, LOCATED SOUTH OF THE EXISTING PAINTED PASTURES SUBDIVISION AND EAST OF THE LYON COMMERCIAL PLANNED UNIT DEVELOPMENT, WITHIN THE TOWN OF SILT, GARFIELD COUNTY, STATE OF COLORADO ( <i>continuance requested by applicant</i> )	<b>Public Hearing</b>	<b>Tab C Director Aluise</b>
<b>7:30 30 min</b>	<b>Mountain Waste &amp; Recycling Annual Rate Increase request – Mike Hinkley</b>	<b>Action Item</b>	<b>Tab D Administrator Layman</b>
<b>8:00 15 min</b>	<b>Water Plant status update</b>	<b>Info Item</b>	<b>Tab E Director Fonner</b>

<b>8:15 20 min</b>	<b>Resolution No. 30, Series 2020</b> , A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF SILT TO INCREASE WATER AND WASTEWATER SYSTEM IMPROVEMENT FEES FROM THE DATE OF THIS RESOLUTION TO DECEMBER 31, 2020, WITHIN THE TOWN OF SILT, GARFIELD COUNTY, STATE OF COLORADO	<b>Action Item</b>	<b>Tab F Director Aluise</b>
<b>8:35 10 min</b>	<b>Transportation Master Plan</b>	<b>Info Item</b>	<b>Tab G Administrator Layman</b>
<b>8:45 15 min</b>	<b>Silt Castle LLC v. Town of Silt update</b>	<b>Action Item</b>	<b>Tab H Attorney Sawyer</b>
<b>9:00 5 min</b>	<b>Administrator and Staff reports</b>	<b>Info Item</b>	<b>Tab I Administrator Layman</b>
<b>9:05 10 min</b>	<b>Updates from Board / Board Comments</b>		
<b>9:15 45 min</b>	<b>Executive Session</b> – For a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under CRS Section 24-6-402(4)(b) – Richard Dally PC v. Town of Silt; for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiation, and instructing negotiator under Section 24-6-402(4)(e) – Golden Gate; and for discussion of a personnel matter under CRS Section 24-6-402(4)(f) – Town Administrator evaluation		
<b>10:00</b>	<b>Adjournment</b>		

The next regularly scheduled meeting of the Silt Board of Trustees is Monday, July 27, 2020. Items on the agenda are approximate and intended as a guide for the Board of Trustees. “Estimated Time” is subject to change, as is the order of the agenda. For deadlines and information required to schedule an item on the agenda, please contact the Silt Town Clerk at 876-2353.

**TOWN OF SILT  
REGULAR BOARD OF TRUSTEES MEETING  
JUNE 22, 2020 – 7:00 P.M.**

The Silt Board of Trustees held their regularly scheduled meeting on Monday, June 22, 2020. Mayor Richel called the meeting to order at 7:01 p.m.

---

<b>Roll call</b>	Present	Mayor Keith Richel Mayor Pro-tem Kyle Knott Trustee Justin Brintnall Trustee Sam Flores Trustee Andreia Poston Trustee Jerry Seifert
	Absent	Trustee Sam Walls

Also present remotely were Town Administrator Jeff Layman, Town Clerk Sheila McIntyre, Community Development Director Janet Aluise, Town Treasurer Amie Tucker, Public Works Director Trey Fonner, Chief of Police Mike Kite, Town Attorney Michael Sawyer and members of the public.

---

**Pledge of Allegiance and Moment of Silence**

---

**Public Comments** – There were no public comments.

---

**Consent Agenda**

- 1) Minutes of the June 8, 2020 Board of Trustees meeting

**Trustee Seifert made a motion to approve the consent agenda as presented. Trustee Poston seconded the motion, and the motion carried unanimously.**

---

**Conflicts of Interest** – Mayor Pro-tem Knott stated for the record that he works in the same office as Joe Carpenter but that he is not a co-lister with him and feels that he has no conflict of interest tonight.

---

**Agenda Changes** – Administrator Layman stated that he would like to add a management update regarding the water/wastewater plant and that staff would like to present Resolution No. 28 for a Main Street grant for discussion and requested approval. Trustee Flores stated that he would like to have a discussion about a potential fire hazard by a trail and a pedestrian bridge.

---

**Town of Silt Land Listing Agreements – Joe Carpenter**

Present tonight was Joe Carpenter who went over the two listings that the town has with him for the parcel in front of the Holiday Inn Express and the parcel next to Kum & Go. He stated that

there has been modest activity on them over the last two years. He suggested that the Board extend both contracts but to consider lowering the price on the Main Street parcel.

There was discussion to possibly change listing agents after one more extension. Attorney Sawyer suggested that the Board consider offering financial incentives to the Main Street parcel so that the town can draw the type of business they are looking for instead of lowering the price just to sell the property. The Board asked that the Administrator keep them up to date on the activity of the two parcels.

**Mayor Pro-tem Knott made a motion to extend both contracts until June 20, 2021, leaving the prices where they are currently set but adding to the Main Street parcel that financial incentives may be available through the town. Trustee Seifert seconded the motion, and the motion carried unanimously.**

---

### **River Valley Metropolitan District Fee Sharing Agreement Proposal**

Administrator Layman stated that the proponents of RVMD have revised their position and provided a new proposal to share the costs of designing, constructing and financing the roundabout. Staff also provided their counter offer for the Boards review and discussion. Russ Hatle proceeded with his presentation clarifying that construction on the roundabout has to begin by August 2021 or the district has to dissolve. He stated that there would be no fee sharing and the town would share no revenue with the district until the district is formed, the roundabout is completed and there is construction within the boundaries of the district. Mr. Hatle asked that Board consider their proposal as submitted.

Administrator Layman went over his staff memo outlining the counter offer by staff adding that the up-front reimbursement of 50% of Vista use tax and fees should be more in the range of \$121,000 with a new total of approximately \$449,000. Attorney Sawyer went over Tabor explaining that a municipality cannot enter into a multi-year fiscal obligation without going to a vote of the people. Mr. Hatle suggested that they go back to the revenue sharing so that the money is paid back into the district and the district would use it to pay back the debt, using the same payment structure that they proposed. He also stated that the roundabout must be committed to and under construction before construction can even begin on the 96 multi-family units.

Mayor Richel commented about the prior agreement with Painted Pastures to put in the roundabout at no cost to the town, and that there is the feeling that the town is being held hostage by their demands or the developer would walk. The Board also discussed the opportunity that this development provides at a minimal cost to the town and that the fee sharing is based on the roundabout that would benefit the entire town.

Mayor Pro-tem Knott stated that he is favor of the Town Administrators recommendations except that the 25% of fees over six years should be lowered to \$100,000. There was additional discussion regarding revenue sharing and if there was support for it, extraordinary benefit of the roundabout, the added strain on the current overpass and the money that the town would need to spend on that project in the future, that the \$447,000 contribution by the town is still too high and that the town could be setting a precedence with future developers.

**Mayor Pro-tem Knott made a motion on the River Valley Metropolitan District fee sharing agreement proposal to reimburse the following: 1) up front reimbursement of roundabout use tax \$26,209, 2) reimbursement of 50% of Vista use tax and fees of**

approximately \$121,000 and 3) 25% of fees up to \$100,000 over six years payable as a reimbursement not a credit to go back toward the River Valley Metro District to pay down the debt. Trustee Brintnall seconded the motion, and the motion carried with Trustees Seifert and Flores voting nay.

Mr. Hatle stated that he would be recommending to the partners of Raley, Vista Opportunity Fund and to their Board that they consider from the fees paid by the project, contributing an additional \$200,000 into the overpass fund as seed money to use towards raising the money needed to build the overpass.

---

### **Coronavirus Aid, Relief and Economic Security (CARES) Act Funds Collaboration Agreement with Garfield County**

Administrator Layman stated that the CARES Act has allocated money for local governments to reduce the financial impact of the pandemic by allowing towns like Silt to be reimbursed for costs incurred from the effects of COVID-19. The State of Colorado is distributing \$275 million and are requiring that local governments with qualifying expenses enter into a Collaboration Agreement with the County. He added that the Town of Silt has been allocated \$273,000 in relief money and that the town has expended unbudgeted funds for hours worked on COVID related activities and are currently tabulating those costs. Staff asks that the Board approve this agreement so that staff can move forward.

**Trustee Seifert made a motion to approve the Coronavirus Aid, Relief and Economic Security (CARES) Act Funds Collaboration Agreement with Garfield County. Trustee Brintnall seconded the motion, and the motion carried unanimously.**

---

### **Resolution No. 28, Series 2020, A RESOLUTION SUPPORTING THE GRANT APPLICATION FOR A STATE OF COLORADO DEPARTMENT OF LOCAL AFFAIRS REVITALIZING MAIN STREETS GRANT UP TO \$50,000 IN ORDER TO OFFSET THE COSTS ASSOCIATED WITH REPAIRING AND REPLACING SIDEWALKS WITHIN THE MAIN STREET DOWNTOWN AREA IN THE TOWN OF SILT, GARFIELD COUNTY, STATE OF COLORADO**

Director Fonner stated that this grant is from money set aside by the Colorado Department of Local Affairs to allow towns to improve walkways to help encourage pedestrian mobility and enhance economic vitality. He stated that there are three sidewalk areas in town that are narrow and/or contain trip hazards that would qualify for this grant money. The Town would be required to provide a 10% match and the work would need to begin within 30-days of the contract being signed.

**Mayor Pro-tem Knott made a motion to approve Resolution No. 28, Series 2020, A RESOLUTION SUPPORTING THE GRANT APPLICATION FOR A STATE OF COLORADO DEPARTMENT OF LOCAL AFFAIRS REVITALIZING MAIN STREETS GRANT UP TO \$50,000 IN ORDER TO OFFSET THE COSTS ASSOCIATED WITH REPAIRING AND REPLACING SIDEWALKS WITHIN THE MAIN STREET DOWNTOWN AREA IN THE TOWN OF SILT, GARFIELD COUNTY, STATE OF COLORADO. Trustee Poston seconded the motion, and the motion carried unanimously.**

## **Management update on the Water/Wastewater Plant**

Administrator Layman announced that Utilities Director Jack Castle would be retiring and asked that everyone thank him for his 13 plus years of service with the Town. He added that Director Fonner would be assisting Zubin Falberg with the plant to evaluate the next steps. He also explained that Jack had been working with Zubin over time to prepare him, adding that Zubin also has the required licenses in order to operate the plants.

---

## **May 2020 financials and balance sheets and 2020 budget status update**

Treasurer Tucker went over the May 2020 financials and balance sheets. Administrator Layman provided a status update adding that capital projects remain on hold due to COVID-19.

---

## **Updates from Board / Board comments**

Trustee Flores stated that a citizen commented to him about the overgrown brush along the paved trail leading from the stage up to Eagle's View, adding that it poses a fire hazard. Staff will research this to see who the property belongs to. Trustee Flores also commented about the accident on the overpass this morning involving a pedestrian, adding that there is an alarming number of pedestrians that use the overpass. He stated that it is a major concern of how dangerous it is for people to walk across it. There was discussion on how to try and get people to use the 16<sup>th</sup> Street underpass as an alternative. Director Fonner provided the Board with an update on where the town is right now on the redesigning of the interchange and pedestrian walkway. People were reminded to pay attention to pedestrians when driving across the overpass and for pedestrians to consider wearing safety vests.

The Board congratulated Jack Castle on his retirement and thanked him for his years of service with the Town. They also thanked staff for their work and reminded everyone to be respectful and take care of your neighbors.

---

## **Adjournment**

**Trustee Seifert made a motion to adjourn. Trustee Brintnall seconded the motion, and the motion carried unanimously. Mayor Richel adjourned the meeting 9:12 p.m.**

---

Respectfully submitted,

Approved by the Board of Trustees

---

Sheila M. McIntyre, CMC  
Town Clerk

---

Keith B. Richel  
Mayor

**Submit to Local Licensing Authority**

Fees Due		
Renewal Fee		
Storage Permit	\$100 X _____	\$
Sidewalk Service Area	\$75.00	\$
Additional Optional Premise Hotel & Restaurant	\$100 X _____	\$
Related Facility - Campus Liquor Complex	\$160.00 per facility	\$
Amount Due/Paid		\$

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

## Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name <b>Kum+Go LLC</b>			Doing Business As Name (DBA) <b>Kum+Go #905</b>		
Liquor License # <b>1240424-0015</b>	License Type <i>offcity</i> <b>Fermented malt bev</b>	Sales Tax License # <b>1240424-0015</b>	Expiration Date <b>7-12-20</b>	Due Date <b>6-30-20</b>	
Business Address <b>905 main Silt, CO 81652</b>				Phone Number <b>970-876-0683</b>	
Mailing Address <b>1459 Grand Ave Des Moines IA 50309</b>			Email <b>licenses@kumandgo.com</b>		
Operating Manager <b>Clint Thompson</b>	Date of Birth <b>[REDACTED]</b>	Home Address <b>801 castle valley Blvd, New Castle, CO 81647</b>		Phone Number <b>417-540-9815</b>	
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease <b>5-25-38</b>					
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
3a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
3b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
4. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
5. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
7. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					

<b>Affirmation &amp; Consent</b>		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business <i>Barb Haisel</i>		Title <i>Risk Manager</i>
Signature <i>Barb Haisel</i>		Date <i>6-17-20</i>
<b>Report &amp; Approval of City or County Licensing Authority</b>		
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules. <b>Therefore this application is approved.</b>		
Local Licensing Authority For		Date
Signature	Title	Attest

## Tax Check Authorization, Waiver, and Request to Release Information

I, Barb Heisch am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Kunt+Go LLC (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101, et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and its duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business) <u>Kunt+Go LLC</u>		Social Security Number/Tax Identification Number <u>1240424-0015</u>	
Address <u>905 main St, 8081652</u>			
City <u>Silt</u>		State <u>CO</u>	Zip <u>81652</u>
Home Phone Number <u>970-876-0683</u>		Business/Work Phone Number <u>515-457-6000</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>Barb Heisch</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>Barb Heisch</u>			Date signed <u>6-17-20</u>

### Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

Brighton	Colorado	Adams	0930	Alcohol	6/19/2019
Erie	Colorado	Weld	0316	Alcohol	10/4/2019

Store Num	Phone	Address	City	State	Zip
0305	970-352-92	3033 8th Avenue	Evans	Colorado	80620
0308	(303)-487-1	7450 Federal Blvd	Westminst	Colorado	80030
0313	(720)-557-1	5480 E. 120th Ave.	Thornton	Colorado	80241
0316	(720)-974-1	2999 Bonanza Dr	Erie	Colorado	80516
0319	(303)-279-1	18465 W. Colfax Avenue	Golden	Colorado	80401
0320	(303)-942-1	250 E 136th Avenue	Thornton	Colorado	80241
0321	(303)-452-1	237 E 120th Ave	Thornton	Colorado	80233
0325	(303)-904-1	11505 W Belleview Avenue	Littleton	Colorado	80127
0332	(303)-373-1	4720 N. Tower Road	Denver	Colorado	80249
0335	(303)-375-1	16351 Green Valley Ranch Blvd	Denver	Colorado	80239
0650	(719)-487-1	17970 Knoll Wood DR	Monument	Colorado	80132
0657	(719)-219-1	2190 Vickers Drive	Colorado S	Colorado	80918
0658	(719)-219-1	6125 Barnes Rd	Colorado S	Colorado	80922
0659	719-282-76	9665 Prominent Point	Colorado S	Colorado	80924
0663	(719)-219-1	5771 N Carefree Cir	Colorado S	Colorado	80917
0665	(719)-219-1	1206 Interquest Pkwy	Colorado S	Colorado	80921
0667	(719)-445-1	7375 Duryea Rd	Colorado S	Colorado	80923
0668	(719)-424-1	3091 N Chestnut ST	Colorado S	Colorado	80907
0669	(719)-434-1	6735 N Carefree Cir	Colorado S	Colorado	80922
0670	(719)-382-1	8050 Fountain Mesa Rd	Fountain	Colorado	80817
0672	(719)-473-1	3025 Hancock Expy	Colorado S	Colorado	80907
0673	(719)-219-1	620 East Fillmore Street	Colorado S	Colorado	80907
0674	(719)-362-1	1021 S Neveda Ave.	Colorado S	Colorado	80903
0676	(719)-434-1	2588 Airport Road	Colorado S	Colorado	80910
0684	719-559-22	2422 Research Parkway	Colorado S	Colorado	80920
0685	(719)-559-1	6615 Dalby Drive	Colorado S	Colorado	80923
0686	(719)-559-1	2410 N Academy Blvd	Colorado S	Colorado	80916
0687	719-559-34	525 Wooten Road	Colorado S	Colorado	80915
0689	(719)-266-1	4512 Austin Bluffs Parkway	Colorado S	Colorado	80918
0690	(719)-559-1	1450 Garden of the Gods Rd	Colorado S	Colorado	80907
0901	(970)-824-1	895 Yampa Ave	Craig	Colorado	81625
0902	970-824-25	1302 W Victory Way	Craig	Colorado	81625
0905	970-876-06	905 Main St	Silt	Colorado	81652
0906	970-285-56	10 Stone Quarry Rd	Battlement	Colorado	81635
0907	970-468-08	101 Ruby Ranch Rd	Silverthorn	Colorado	80498
0909	970-724-11	605 Park Ave	Kremmling	Colorado	80459
0910	970-353-11	366 71st Ave	Greeley	Colorado	80634
0912	303-816-05	30393 Kings Valley Dr	Conifer	Colorado	80433
0913	(970)-535-1	13799 Pacific Cir	Longmont	Colorado	80542
0914	970-330-85	7027 20th St	Greeley	Colorado	80634
0919	970-675-28	317 E Main St	Rangely	Colorado	81648
0920	970-871-33	2032 Curve Plz	Steamboat	Colorado	80477
0921	970-625-51	120 E 1st St	Rifle	Colorado	81650
0922	(970)-625-1	120 E 26th St	Rifle	Colorado	81650
0927	970-984-96	801 Castle Valley Blvd	New Castle	Colorado	81647
0928	(970)-871-1	80 Anglers Dr	Steamboat	Colorado	80477

**Submit to Local Licensing Authority**

Fees Due		
Renewal Fee		
Storage Permit	\$100 X _____	\$
Sidewalk Service Area	\$75.00	\$
Additional Optional Premise Hotel & Restaurant	\$100 X _____	\$
Related Facility - Campus Liquor Complex	\$160.00 per facility	\$
Amount Due/Paid		\$

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

## Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name <i>CALIFORNIA INC</i>		Doing Business As Name (DBA) <i>Columbine Liquor</i>		
Liquor License # <i>06-20767-0000</i>	License Type <i>Refeit liquor</i>	Sales Tax License # <i>06-20767-0000</i>	Expiration Date <i>7/22/20</i>	Due Date <i>6/7/20</i>
Business Address <i>840 MAIN ST -</i>			Phone Number <i>970-876-2318</i>	
Mailing Address <i>P.O. BOX 187 SILK</i>		Email <i>Marcus.stanton@Hotmail.com</i>		
Operating Manager <i>Marcus Stanton</i>	Date of Birth <i>[REDACTED]</i>	Home Address <i>337 West Ave. Rifle Co.</i>	Phone Number <i>861-313-2598</i>	
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Rented* *If rented, expiration date of lease _____				
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
3a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
3b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
4. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
5. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
7. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				

<b>Affirmation &amp; Consent</b> I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business <i>Marcus Slater</i>		Title <i>OWNER</i>
Signature <i>Marcus Slater</i>		Date <i>7/8/20</i>
<b>Report &amp; Approval of City or County Licensing Authority</b> The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules. <b>Therefore this application is approved.</b>		
Local Licensing Authority For		Date
Signature	Title	Attest

## Tax Check Authorization, Waiver, and Request to Release Information

I, Marcus Slaton am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Columbia Liquor (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101, et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and its duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business) <u>Columbia Liquor</u>		Social Security Number/Tax Identification Number <u>06-20767-0000</u>	
Address <u>840 MAIN ST.</u>			
City <u>SITE</u>		State <u>CO.</u>	Zip <u>81652</u>
Home Phone Number <u>7</u>		Business/Work Phone Number <u>970-876-2318</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>MARCUS SLATON</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>Marcus Slaton</u>			Date signed <u>7/8/20</u>

### Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).



**TOWN OF SILT  
RESOLUTION NO. 18  
SERIES OF 2020**

**A RESOLUTION OF THE TOWN OF SILT, COLORADO (“TOWN”) APPROVING A MINOR SUBDIVISION FINAL PLAN AND PLAT FOR PROPERTY KNOWN AS THE VILLAGE AT PAINTED PASTURES ANNEXATION, LOCATED SOUTH OF THE EXISTING PAINTED PASTURES SUBDIVISION AND EAST OF THE LYON COMMERCIAL PLANNED UNIT DEVELOPMENT, WITHIN THE TOWN OF SILT, GARFIELD COUNTY, STATE OF COLORADO**

**WHEREAS**, the Local Government Land Use Control Enabling Act of 1974, §§29-20-101, et seq., C.R.S.; Article 23 of Title 31, C.R.S.; and other applicable laws grant broad authority to the Town of Silt, Colorado (“Town”) to plan for and regulate the development and use of land on the basis of the impact thereof on the community and surrounding area; and

**WHEREAS**, Raley Ranch Project, LLC, a Colorado limited liability company (hereinafter referred to as “Owner”), 8191 E. Kaiser Boulevard, Anaheim, California 92808 is the owner of real property comprised of a 9.223-acre parcel and a 2.001-acre parcel, both south of the existing Painted Pastures Subdivision and east of the Lyon Commercial Planned Unit Development, hereinafter known as the “Subject Property”, as further described in “Exhibit A” hereto, within the Town of Silt, Garfield County, state of Colorado; and

**WHEREAS**, on or about January 10, 2020, the Owner submitted an Annexation Application, a Petition for Annexation, and an Affidavit of Circulator for the Subject Property and further known as the Village at Painted Pastures Annexation; and

**WHEREAS**, on or about April 8, 2020, the Planning & Zoning Commission approved the Village at Painted Pastures Sketch Plan for a three-lot commercial and multi-family planned unit development; and

**WHEREAS**, on or about May 26, 2020, the Board approved Ordinance 3, Series of 2020, an ordinance annexing the Village at Painted Pastures; and

**WHEREAS**, on or about May 26, 2020, the Board approved Ordinance 4, Series of 2020, an ordinance applying planned unit development zoning to the Village at Painted Pastures; and

**WHEREAS**, on or about July 27, 2020, the Board of Trustees (“Board”), following a continued public hearing, considered the Village at Painted Pastures Minor Subdivision Final Plat and Plan; and

**WHEREAS**, on or about July 27, 2020, the Board considered Resolution 18, Series of 2020 in a continued public hearing, and determined that the Village at Painted Pastures Minor Subdivision Final Plat and Plan, should be approved with conditions, as the project was in the best interest of the Town's citizens.

**NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF TRUSTEES OF THE TOWN OF SILT, COLORADO THAT** the Village at Painted Pastures Minor Subdivision Final Plat and Final Plan for property known as the Village at Painted Pastures Annexation, located south of the existing Painted Pastures Subdivision and east of the Lyon Commercial Planned Unit Development, within the Town of Silt, Garfield County, State of Colorado, is hereby approved, as presented and as such, with the following conditions:

**TBD**

**INTRODUCED AND THE PUBLIC HEARING CONTINUED** at a regular meeting of the Board of Trustees of the Town of Silt, Colorado held on the 13<sup>th</sup> day of July 2020.

**READ, PASSED, ADOPTED AND ORDERED PUBLISHED** at a regular meeting, following a continued public hearing of the Board of Trustees of the Town of Silt, Colorado held on the 27<sup>th</sup> day of July, 2020.

TOWN OF SILT

ATTEST:

\_\_\_\_\_  
Mayor Keith B. Richel

\_\_\_\_\_  
Town Clerk Sheila M. McIntyre, CMC

## Exhibit A Legal Description

**PARCEL A:**

A PARCEL OF LAND SITUATED IN GOVERNMENT LOTS 2 AND 3 OF SECTION 11, TOWNSHIP 6 SOUTH, RANGE 92 WEST OF THE SIXTH PRINCIPAL MERIDIAN, COUNTY OF GARFIELD, STATE OF COLORADO; SAID PARCEL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
COMMENCING AT THE NORTH QUARTER CORNER OF SECTION 11, A GARFIELD COUNTY SURVEYOR BRASS CAP IN PLACE; THENCE SOUTH 42°43'47" EAST A DISTANCE OF 1243.83 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY OF HIGHWAY 6 & 24, THE POINT OF BEGINNING,  
THENCE LEAVING SAID RIGHT-OF-WAY SOUTH 00°22'25" EAST A DISTANCE OF 244.62 FEET TO A POINT ON THE NORTHERLY RIGHT-OF-WAY OF THE UNION PACIFIC RAILROAD;  
THENCE SOUTH 81°07'25" WEST ALONG SAID NORTHERLY RIGHT-OF-WAY A DISTANCE OF 836.61 FEET TO A POINT ON THE WESTERLY BOUNDARY OF GOVERNMENT LOT 2;  
THENCE LEAVING SAID RIGHT-OF-WAY NORTH 00°02'03" EAST ALONG THE WESTERLY BOUNDARY OF SAID GOVERNMENT LOT 2 A DISTANCE OF 94.23 FEET TO A POINT ON THE NORTHERLY RIGHT-OF-WAY ON THE NORTHERLY SIDE OF THE CACTUS VALLEY DITCH; THENCE NORTH 88°30'46" WEST ALONG SAID NORTHERLY RIGHT-OF-WAY A DISTANCE OF 106.71 FEET;  
THENCE CONTINUING ALONG SAID NORTHERLY RIGHT-OF-WAY NORTH 71°35'19" WEST A DISTANCE OF 66.86 FEET; THENCE CONTINUING ALONG SAID NORTHERLY RIGHT-OF-WAY NORTH 38°43'20" WEST A DISTANCE OF 93.99 FEET; THENCE CONTINUING ALONG SAID NORTHERLY RIGHT-OF-WAY NORTH 79°28'08" WEST A DISTANCE OF 91.49 FEET; THENCE CONTINUING ALONG SAID NORTHERLY RIGHT-OF-WAY NORTH 57°21'03" WEST A DISTANCE OF 97.90 FEET; THENCE CONTINUING ALONG SAID NORTHERLY RIGHT-OF-WAY NORTH 37°22'45" WEST A DISTANCE OF 86.40 FEET;  
THENCE CONTINUING ALONG SAID NORTHERLY RIGHT-OF-WAY NORTH 30°07'22" WEST A DISTANCE OF 173.85 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY OF HIGHWAY 6 & 24;  
THENCE LEAVING SAID NORTHERLY RIGHT-OF-WAY SOUTH 86°28'33" EAST ALONG THE SOUTHERLY RIGHT-OF-WAY OF SAID HIGHWAY 6 & 24 A DISTANCE OF 303.80 FEET;  
THENCE CONTINUING ALONG SAID SOUTHERLY RIGHT-OF-WAY NORTH 01°12'33" WEST A DISTANCE OF 50.17 FEET;  
THENCE CONTINUING ALONG SAID SOUTHERLY RIGHT-OF-WAY SOUTH 86°28'33" EAST A DISTANCE OF 903.33 FEET TO THE POINT OF BEGINNING.

EXCEPT THAT PORTION CONVEYED TO COLORADO DEPARTMENT OF TRANSPORTATION IN SPECIAL WARRANTY DEED RECORDED DECEMBER 31, 2008 AT RECEPTION NO. 760876, COUNTY OF GARFIELD, STATE OF COLORADO.

**ALONG WITH**

**PARCEL B:**

A PARCEL OF LAND SITUATED IN GOV'T LOT 2 OF SECTION 11, TOWNSHIP 6 SOUTH, RANGE 92 WEST OF THE 6TH P.M., COUNTY OF GARFIELD, STATE OF COLORADO, SAID PARCEL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
COMMENCING AT THE NORTH 1/4 CORNER OF SECTION 11, A GARFIELD COUNTY SURVEYOR BRASS CAP IN PLACE; THENCE S 42°43'47" E A DISTANCE OF 1243.83 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY OF HWY. 6 & 24, THE POINT OF BEGINNING; THENCE S 86°28'33" E ALONG SAID SOUTHERLY RIGHT-OF-WAY A DISTANCE OF 443.07 FEET TO A POINT ON THE EASTERLY BOUNDARY OF SAID GOV'T LOT 2;  
THENCE LEAVING SAID SOUTHERLY RIGHT-OF-WAY S 00°22'25" E ALONG THE EASTERLY BOUNDARY OF SAID GOV'T LOT 2 A DISTANCE OF 147.98 FEET TO A POINT ON THE NORTHERLY RIGHT-OF-WAY OF THE UNION PACIFIC RAILROAD;  
THENCE LEAVING SAID EASTERLY BOUNDARY S 81°07'25" W ALONG SAID NORTHERLY RIGHT-OF-WAY A DISTANCE OF 448.97 FEET; THENCE LEAVING SAID NORTHERLY RIGHT-OF-WAY N 00°22'25" W A DISTANCE OF 244.62 FEET TO THE POINT OF BEGINNING, COUNTY OF GARFIELD, STATE OF COLORADO.

AND CONTAINING 11.224 ACRES, MORE OR LESS; HAVE BY THESE PRESENTS ANNEXED THE PROPERTY SHOWN HEREON AND DESIGNATED AS THE ANNEXATION OF THE VILLAGE AT PAINTED PASTURES, IN THE TOWN OF SILT, COUNTY OF COLORADO.

**TOWN OF SILT  
BOARD OF TRUSTEES REGULAR MEETING  
July 13, 2020**

**AGENDA ITEM SUMMARY**

---

**SUBJECT:** Mountain Waste and Recycling-Rate Increase Request

**PROCEDURE:** Action Item

**RECOMMENDATION:** The Silt Board of Trustees will hear a presentation by Mountain Waste's District Manager Mike Hinkley and will be asked to approve this rate increase request.

**SUMMARY AND BACKGROUND OF SUBJECT MATTER:**

Mountain Waste & Recycling is requesting a 1.9% rate increase plus \$.27 per home. Fee and charge increases last year were 5% and \$.31 per home. Attached please see materials provided by Mountain Waste.

The emailed Annual Rate Increase was received on June 29, 2020 within the 30 day notice required by the agreement.

Mountain Waste and Recycling District Manager Mike Hinkley will present to the Board.

**ORIGINATED BY:** Jeff Layman

**PRESENTED BY:** Jeff Layman

**DOCUMENTS ATTACHED:** Mountain Waste and Recycling request memo and supporting documentation.

**TOWN ATTORNEY REVIEW**  YES  NO      **INITIALS** \_\_\_\_\_

**SUBMITTED BY:**

  
\_\_\_\_\_  
Jeff Layman, Town Administrator

**REVIEWED BY:**

  
\_\_\_\_\_  
Sheila McIntyre, Town Clerk

**From:** [Mike Hinkley](#)  
**To:** [Jeff Layman](#); [Trey Fonner](#)  
**Cc:** [Sheila McIntyre](#); [Doug Goldsmith](#); [Mike Hinkley](#)  
**Subject:** Town of Silt - Request for 2020 Annual Rate Increase  
**Date:** Monday, June 29, 2020 10:01:27 AM  
**Attachments:** [20200629093717872.pdf](#)

---

Jeff,

Please find this e-mail with the attached documents as written request from Mountain Waste & Recycling to the Town of Silt for an Annual Rate Increase as described in the 2018 Contract (Sections 4.3 & 4.4) executed on August 1, 2018. The agreement requires a 30 day written notice for all Rate Increases & Contract Extension.

Please except this e-mail as our official written notice requesting a annual rate increase.

Please contact me with any questions.

Thank You



**Mike Hinkley**

District Manager | Mountain Waste & Recycling

Direct : 970-340-7022

Mobile: 970-319-8193

[Mike.hinkley@mountainwaste.com](mailto:Mike.hinkley@mountainwaste.com)

[Mike.hinkley@wasteconnections.com](mailto:Mike.hinkley@wasteconnections.com)

To: The Town of Silt Colorado  
Mayor & Town Council

From: Mike Hinkley  
District Manager  
Mountain Waste & Recycling  
Carbondale CO 81623

**RE: Annual Rate Increase Town of Silt, CO. – Contract Year 2020**

Mountain Waste & Recycling is requesting a rate increase of 1.9% (\$.13 per home – per week for the basic household) for services in the upcoming 2020/2021 contract year. Additionally, a pass thru increase to cover the increased Recycling Tipping fees for the Recyclable materials collected from the Town of Silt Colorado as specified in the 2018 contract. As described in the 2018 contract (Sections 4.3 & 4.4) annual price increases are based on the CPI index. The increase request for 2020 is 1.9%. <https://tradingeconomics.com/united-states/cpi-transportation/forecastIncreases>. Increases at landfills for the materials we collect from your community and the rising cost for insurance, maintenance, parts, and doing business in the Colorado River Valley are some of the reasons for the rate increase.

Alpine Waste & Recycling raised the tipping fee for recyclables 311% (yes 311%) since May 2019. The pass thru increase requested by Mountain Waste & Recycling is based on the rate increase for processing all the recycling materials removed from the Town of Silt Co. We have absorbed the increases we can, but must pass thru the increase of the tipping fee cost –this is an expense we do not control.

Mountain Waste & Recycling formally requests the rate increase to begin August 1, 2020 as stipulated section 4 of the *Town of Silt, Colorado Solid Waste Removal and collection Agreement – August 1, 2018*.

Price Increase Calculations									
Service	Number	Current Contracted Unit Cost per week	Plus	CPI Price Increase 1.9%	=	New Rate with CPI Price Increase	Plus	Recycle Tipping Fee Increase	Requested Rates with Price Increase per Week
Residential Customer	900	\$6.63	+	\$0.13	=	\$6.76	+	\$0.27	\$7.03
Senior Rate	100	\$5.86	+	\$0.11	=	\$5.97	+	\$0.27	\$6.24
2 Yard -Senior Center	1	\$12.50	+	\$0.24	=	\$12.74			\$12.74
6 Yard -Town Shop	1	\$35.00	+	\$0.66	=	\$35.67			\$35.67
2 Yard -Sewer Plant - Grit	1	\$12.50	+	\$0.24	=	\$12.74			\$12.74
2 Yard -Sewer Plant - Plant	1	\$12.50	+	\$0.24	=	\$12.74			\$12.74

We appreciate your business, for years we have worked hard to give our local communities a local option, fair pricing, and quality service. We will continue to make this effort, but due to increase beyond our control, we need to update the rate Mountain Waste & Recycling charges to the Town of Silt, Colorado.

Thank you for understanding that this price increase means that we can continue to maintain the superior standard of service to the Town of Silt Resident's for the coming year.

Thank you

Mike Hinkley  
District Manager  
Mountain Waste & Recycling

# Mountain Waste & Recycling

## Town Of Silt Colorado

Rate Increase Proposal - Effective Date 8/1/2020

### Price Increase Calculations

Service	Number	Current Contracted Unit Cost per week	Plus	CPI/T Price Increase 1.9%	=	New Rate with CPI Price Increase	Plus	Recycle Tipping Fee Increase	Requested Rates with Price Increase per Week
Residential Customer Senior Rate	900	\$6.63	+	\$0.13	=	\$6.76	+	\$0.27	\$7.03
2 Yard -Senior Center	100	\$5.86	+	\$0.11	=	\$5.97	+		\$6.24
6 Yard -Town Shop	1	\$12.50	+	\$0.24	=	\$12.74			\$12.74
2 Yard -Sewer Plant - Grit	1	\$35.00	+	\$0.66	=	\$35.67			\$35.67
2 Yard -Sewer Plant - Plant	1	\$12.50	+	\$0.24	=	\$12.74			\$12.74
			+	\$0.24	=	\$12.74			\$12.74

### Billing Summary - Before & After Price Increase

	Current Rate Per Home	June 2020 Invoice	Rate with PI & REC Increase	Estimated New Billing
964 - Standard Rates	\$6.63	\$25,565.28	\$7.03	\$227,107.68
120 - Senior Rates (12% Disc)	\$5.86	\$2,812.80	\$6.24	\$2,995.20
		<u>\$28,378.08</u>		<u>\$30,102.88</u>

### Recycling Tipping Fee Calculations

2019 Annual Recycle Tonnage / by Total Weeks	273.92
Tons per Week X Tip Fee Difference	5.27
/ by # of Residents	\$56.75
Recycling Tipping Fee Increase Per House - Per Week	\$299.07
	1107
	\$0.27



# Altogether Recycling

Alpine's Altogether Recycling facility was built in 2007 to meet the growing demand for recycling in Colorado.

Since then, Altogether Recycling has led the way in increasing the breadth of recycling in Colorado. Altogether Recycling was the first program in the State to accept 3-7 plastics and aseptic (milk) cartons, and is currently the only company in the market to accept rigid plastics in its program. Altogether Recycling offers its customers the most comprehensive recycling program in Colorado.



Today, Altogether Recycling is the second largest recycling facility in the State, processing in excess of 6,000 tons of recycling per month. Many of the commodities we process are recirculated to end users in Colorado.



Mountain Waste & Recycling – Processing Rates Only

Rates quoted Monthly: Wendy Foss (303)744-9881

## Alpine Rate Excluding Contamination & Hauling - Cost Per Ton at MRF

May 2019	June 2019	July 2019	August 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019 - Mar 2020	April - May 2020
\$27.00	\$30.00	\$39.06	\$42.33	\$79.81	\$83.09	\$84.64	\$82.81	\$83.75

May 2019 - May 2020 Increase in Tipping Fee Only **311%**



# Databases, Tables & Calculators by Subject

Change Output Options:

From:  To:

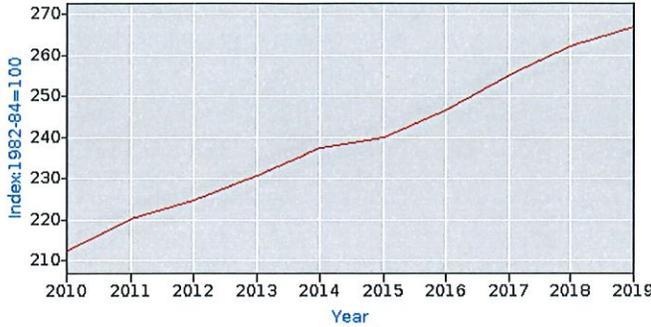
include graphs  include annual averages

[More Formatting Options](#) →

Data extracted on: June 25, 2020 (6:23:25 PM)

## CPI for All Urban Consumers (CPI-U)

Series Id: CUURS48BSA0  
 Not Seasonally Adjusted  
 Series Title: All items in Denver-Aurora-Lakewood, CO, all urban consumers, not seasonally adjusted  
 Area: Denver-Aurora-Lakewood, CO  
 Item: All items  
 Base Period: 1982-84=100



Download: [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2010													212.447	210.978	213.916
2011													220.288	219.055	221.521
2012													224.568	222.960	226.177
2013													230.791	229.142	232.439
2014													237.200	235.736	238.664
2015													239.990	238.086	241.895
2016													246.643	245.191	248.095
2017											258.614		254.995	252.760	257.230
2018	259.907		260.595		262.150		261.707		263.723		263.679		261.958	260.790	263.127
2019	260.942		264.332		266.280		267.285		270.974		271.142		266.999	264.147	269.850
2020	270.952		270.120		271.379										

1.9%

U.S. BUREAU OF LABOR STATISTICS Postal Square Building 2 Massachusetts Avenue NE Washington, DC 20212-0001

Telephone:1-202-691-5200 Federal Relay Service:1-800-877-8339 [www.bls.gov](http://www.bls.gov) [Contact Us](#)



# Mountain-Plains Information Office

Search Mountain-Plains

[Bureau of Labor Statistics](#) > [Geographic Information](#) > [Mountain-Plains](#) > News Release

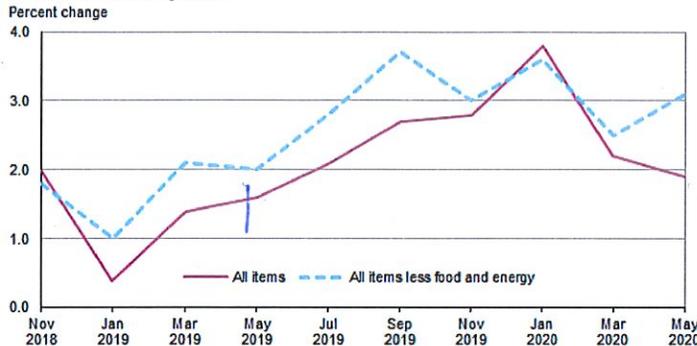
## Consumer Price Index, Denver-Aurora-Lakewood area – May 2020

Area prices were up 0.5 percent over the past two months, up 1.9 percent from a year ago

Prices in the Denver-Aurora-Lakewood area, as measured by the Consumer Price Index for All Urban Consumers (CPI-U), advanced 0.5 percent for the two months ending in May 2020, the U.S. Bureau of Labor Statistics reported today. Acting Regional Commissioner Michael Hirniak noted that the May increase was most influenced by higher prices within the index for all items less food and energy, though higher food prices also contributed. (Data in this report are not seasonally adjusted. Accordingly, bi-monthly changes may reflect seasonal influences.)

Over the last 12 months, the CPI-U rose 1.9 percent. (See [chart 1](#)) The index for all items less food and energy advanced 3.1 percent over the year. Food prices rose 4.8 percent. In contrast, energy prices fell 22.2 percent. (See [table 1.](#))

**Chart 1. Over-the-year percent change in CPI-U, Denver-Aurora-Lakewood, CO, November 2018–May 2020**



Source: U.S. Bureau of Labor Statistics.

### Food

Food prices increased 1.6 percent for the two months ending in May. (See [table 1.](#)) Prices for food at home rose 1.2 percent and prices for food away from home advanced 2.1 percent for the same period.

Over the year, food prices rose 4.8 percent. Prices for food at home increased 4.6 percent since a year ago and prices for food away from home increased 5.0 percent.

### Energy

The energy index decreased 7.9 percent for the two months ending in May. The decrease was mainly due to lower prices for gasoline (-13.7 percent). Electricity prices were unchanged during the bi-monthly period.

Energy prices fell 22.2 percent over the year, largely due to lower prices for gasoline (-36.4 percent). Prices paid for electricity advanced 2.9 percent during the past year.

### All items less food and energy

The index for all items less food and energy increased 0.7 percent in the latest two-month period. Higher prices for recreation (15.7 percent) and new vehicles (3.0 percent) were partially offset by lower prices for motor vehicle insurance (-18.4 percent) and apparel (-5.8 percent).

Over the year, the index for all items less food and energy advanced 3.1 percent. Components contributing to the increase included shelter (4.0 percent) and recreation (16.5 percent). Partly offsetting the increases were price decreases in motor vehicle insurance (-13.5 percent) and apparel (-5.4 percent).

The July 2020 Consumer Price Index for the Denver-Aurora-Lakewood area is scheduled to be released on August 12, 2020.

### Coronavirus (COVID-19) Pandemic Impact on May 2020 Consumer Price Index Data

Data collection by personal visit for the Consumer Price Index (CPI) program has been suspended since March 16, 2020. When possible, data normally collected by personal visit were collected either online or by phone. Additionally, data collection in May was affected by the temporary closing or limited operations of certain types of establishments. These factors resulted in an increase in the number of prices considered temporarily unavailable and imputed. While the CPI program attempted to collect as much data as possible, many indexes are based on smaller amounts of collected prices than usual, and a small number of indexes that are normally published were not published this month. Additional information is available at <https://www.bls.gov/covid19/effects-of-covid-19-pandemic-on-consumer-price-index.htm>.

### Technical Note

The Consumer Price Index (CPI) is a measure of the average change in prices over time in a fixed market basket of goods and services. The Bureau of Labor Statistics publishes CPIs for two population groups: (1) a CPI for All Urban Consumers (CPI-U) which covers approximately 93 percent of the total population and (2) a CPI for Urban Wage Earners and Clerical Workers (CPI-W) which covers approximately 29 percent of the total population. The CPI-U includes, in addition to wage earners and

#### News Release Information

20-1203-KAN  
Wednesday, June 10, 2020

#### Contacts

**Technical information:**  
(816) 285-7000  
[BLStInfoKansasCity@bls.gov](mailto:BLStInfoKansasCity@bls.gov)  
[www.bls.gov/regions/mountain-plains](http://www.bls.gov/regions/mountain-plains)

**Media contact:**  
(816) 285-7000

#### PDF

[PDF version](#)

#### Related Links

- [CPI Overview Table - U.S. and areas](#)
- [CPI Detailed Tables - Mountain Plains](#)
- [CPI Chart Package](#)
- [Area Economic Summaries](#)

**TOWN OF SILT  
BOARD OF TRUSTEES REGULAR MEETING  
July 13<sup>th</sup>, 2020**

**AGENDA ITEM SUMMARY**

---

**SUBJECT:** Water Plant Improvements update  
**PROCEDURE:** Information item

**RECOMMENDATION:** N/A

**SUMMARY AND BACKGROUND OF SUBJECT MATTER:** see attached memo

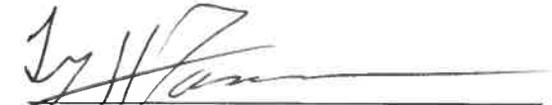
**FUNDING SOURCE:** N/A

**PRESENTED BY:** Trey Fonner

**DOCUMENTS ATTACHED:** Yes

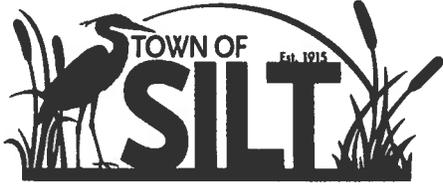
**TOWN ATTORNEY REVIEW [ ] YES [x ] NO      INITIALS \_\_\_\_\_**

**SUBMITTED BY:**

  
\_\_\_\_\_  
Trey H Fonner, Public Works Director

**REVIEWED BY:**

  
\_\_\_\_\_  
Jeff Layman, Town Administrator



Public Works Department  
*Trey H Fonner*  
*Public Works Director*

# Memo

**To:** Town of Silt Town Council  
**From:** Trey Fonner, Public Works Director  
**Cc:** File  
**Date:** June 29, 2020  
**Subject:** Water plant improvement update

---

At previous board Meetings, it has been brought to your attention, that we are concerned about, the levels of total trihalomethanes (TTHM) in the water distribution system. The following is a brief description of what has been taking place in looking at correcting the issue with TTHM.

In meetings with the Town Engineer, Deric Walters and a consulting Engineer, Tony Zancanella, it was decided to take some TTHM tests at different locations to see how they look. The last set of testing was done at the main water tank, the Sunrise tank and water treatment plant. All test results came back elevated. Tony then did a walk through at the treatment plant to look at the daily operation of the plant. In this inspection it was found that, a couple of the daily operations could be tweaked in the aspect of the chlorine dosage that was in place. If you remember, TTHM are formed from chlorine and the organics within the system. Elevated chlorine residual could be adding to the problem. These adjustments have been made and another round of TTHM testing will be completed shortly.

Tony also noted that the electronics of the skids, within the plant, need to be updated. The current systems are no longer supported and have not been replaced since the installation of the plant. In discussion with plant personnel and Engineers, it was agreed upon that this upgrade needed to be the first one accomplished before moving on to the next. The object is to fix and make sure that what is in place is running to optimal levels before adding anything else to the process. The plant is 15 years old and so are the electronics. To put this in perspective, it would be like having a 15-year-old cell phone and still trying to use it in today's world. Gypsum recently did this type of upgrade on their plants. Looking at Gypsum's cost this will be anywhere from \$40,000 to 80,000 to complete. We are working with Tony to come up with an RFP to get some solid pricing.

Sand filtration, (pretreatment process), is still being developed. This is a needed addition to the existing plant. It has just been moved back until we get what is in place working optimally. The sand filtration will allow the Town to get longer life out of the membrane filters that are currently being used, as well as if we were to lose a skid or both of them the sand filtration could be use to produce a finished product as well. The sand filtration or a pre treatment procedure will be the ultimate fix to help with the TTHM levels.

**TOWN OF SILT**  
**BOARD OF TRUSTEES REGULAR MEETING**  
**July 13, 2020**  
**Council Action Form**

---

**SUBJECT:** Water and Wastewater System Improvement (Tap) Fee Increase Discussion

**PROCEDURE:** Direction to staff on creating a fee resolution for the increase in fees.

**RECOMMENDATION:** In December of 2019, Water Engineer Michael Erion presented to the Board an EQR study and system improvement fee increase scenario. The Board, at that time, indicated that they would like for staff to present a resolution for increase of water and wastewater system improvements fees to \$6,500, each, in July, 2020.

**SUMMARY AND BACKGROUND OF SUBJECT MATTER:** The Town's EQR list has been in the Silt Municipal Code (§13.04.260) for decades. The Town bases its budgets and determinations for fees for building permits from this EQR list. Mr. Erion's study augments the Town's Water, Wastewater, and Irrigation Master Plan, aiding the Town in budgeting, grant applications, and forecasting of growth, but also highlights a recommended change for washing machines from .2 EQR to .3 EQR. Mr. Erion does not recommend changing the EQR calculation of .6 (existing) for recreational vehicle spaces.

**FUNDING SOURCE:** Town

**ORDINANCE FIRST READING DATE:** N/A

**ORDINANCE SECOND READING DATE:** N/A

**RESOLUTION READING DATE:** N/A

**ORIGINATED BY:** Janet Aluise

**PRESENTED BY:** Janet Aluise

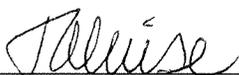
**DOCUMENTS ATTACHED:** EQR & System Improvement Fee Study

**TOWN ATTORNEY REVIEW [ ] YES [ ] NO**

**TOWN ENGINEER REVIEW [ ] YES [ ] NO**

**SUBMITTED BY:**

**REVIEWED BY:**

  
\_\_\_\_\_  
Janet Aluise, Community Development Director

  
\_\_\_\_\_  
Jeff Layman, Town Administrator

**TOWN OF SILT  
RESOLUTION NO. 30  
SERIES OF 2020**

**A RESOLUTION OF THE BOARD OF TRUSTEES (“BOARD”) OF THE TOWN OF SILT (“TOWN”) TO INCREASE WATER AND WASTEWATER SYSTEM IMPROVEMENT FEES FROM THE DATE OF THIS RESOLUTION TO DECEMBER 31, 2020, WITHIN THE TOWN OF SILT, GARFIELD COUNTY, STATE OF COLORADO**

**WHEREAS**, the Town of Silt Board of Trustees (“Board”) typically establishes annually all fees and deposits in order to compensate the town for costs and expenses incurred as a result of the Town’s response to the public’s requests for service; and

**WHEREAS**, the Board recognizes that setting the fees contemplated herein annually (or as often as necessary) is a fair and equitable way to cover the Town’s actual expenses related to the Town’s capital improvement costs for both the domestic water plant and water distribution system, as well as the wastewater treatment plant and the wastewater collection system, as detailed in the 2019 Water/Wastewater/Irrigation Master Plan; and

**WHEREAS**, the Town’s Water Engineer Michael Erion estimates that the costs to these systems will require the water system improvement fee and the wastewater system improvement fee each to be increased from \$5,835.98 to \$8,753 per EQR to simply maintain the existing system, or \$11,060 per EQR to complete necessary capital improvements; and

**WHEREAS**, the Board is cognizant that raising the system improvement fees by such a large amount per EQR might have dampening effects on building permit issuance, and therefore increasing the fees from \$5,835.98 per EQR to \$6,500 per EQR is both more palatable to consumers and helpful to the Town’s water and wastewater capital improvement fund to maintain the existing system; and

**WHEREAS**, although costs to maintain such systems increase each year, the Town has not increased water system improvement fees or wastewater system improvement fees since 2009; and

**WHEREAS**, the Board determines the fees herein proposed to be reasonable and necessary in order to cover the Town’s expenses; and

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

**Section 1.**

The Board of Trustees hereby adopts the following fees:

<b>Water System Improvement Fee</b>	\$6,500 per EQR
<b>Wastewater System Improvement Fee</b>	\$6,500 per EQR

**NOW, THEREFORE BE IT RESOLVED**, that the Town of Silt Board of Trustees approves the preceding fee that will be effective from July 13, 2020 to December 31, 2020.

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 13<sup>th</sup> day of July, 2020.**

TOWN OF SILT

\_\_\_\_\_  
Mayor Keith B. Richel

ATTEST:

\_\_\_\_\_  
Town Clerk Sheila M. McIntyre, CMC

## Interoffice Memorandum

**To:** Jeff Layman, Town Administrator  
**From:** Janet Aluise, Community Development Director  
**Re:** System Improvement Fees - 2020  
**Date:** June 29, 2020

Water and wastewater system improvement fees constitute the largest singular charges related to building permit issuance. The system improvement fees are a component of the capital infrastructure and replacement that occurs at the Water Treatment Plant and the Wastewater Treatment Plant, but is also used to fund mains, tanks, and pumps, when necessary. As such, this fee, in association with the calculated portion of EQR attributable to a proposed use, must accurately represent the impact that such use will have on the water/wastewater system. Below is a history of the system improvement fees (tap fees) over the years, as well as a potential schedule, based on the Board’s last discussion:

### System Improvement Fee Schedule with modest increases

Year	Water	Wastewater
2000	\$3,000	\$3,000
2001	\$3,500	\$3,500
2007	\$3,500	\$3,500
2008	\$4,900	\$4,900
2009	\$5,194	\$5,192
2010	\$5,505.64	\$5,505.64
2011 - present	\$5,835.98	\$5,835.98
2020 potential	\$6,500*	\$6,500*
2021 potential	\$7,500*	\$7,500*
2022 potential	\$8,500*	\$8,500*
2023 potential	\$9,500*	\$9,500*
Erion’s suggested increase	\$11,060*	\$11,060*

\* Recommended by Water Engineer Michael Erion

*\* “The Town currently serves 1648 EQRs. The water treatment plant is operating at 50% of its capacity and could serve approximately 3,300 EQRs. The 20 year capital improvements plan is designed to provide service for growth including replacement and upsizing of water transmission lines and constructing additional system storage. Therefore, RESOURCE believes 3,300 EQRs is a reasonable basis for determining the tap fee rate. As shown on Table 1, the resulting tap fee rate is \$11,060 per EQR. RESOURCE notes that if the tap fee were based only on the existing infrastructure, the rate would be \$8,750 per EQR. While the capital improvements plan includes items that increase the capacity of the system, some items are for the benefit of all users. Therefore, RESOURCE recommends a tap fee rate of \$9,875. The current tap fee rate is \$5,835.98 per EQR and the 2019 analysis recommends a tap fee rate at \$9,875 per EQR. It is recommended that the Town phase in the new rate over a 3 year time frame. The rate would be \$7,000 for 2020 and increasing to \$10,000 by 2023. It is recommended*

*that the annual rate then be increased by 3% each year to account for inflation.”*

In 2008, at the height of the Great Recession, tap fees were increased dramatically from \$3,500 to \$4,900 per EQR (each, water and wastewater). This likely had a great effect on the rate of building permit issuance, but obviously cannot be the sole reason for the Town having no (or few) applications. After its adoption, Ordinance 8, Series of 2008 required an automatic 6% escalation of the system improvement fees, until 2012, when the Board of Trustees changed the mechanism for setting the fee from ordinance (Silt Municipal Code) to Resolution (non-codified adoption by Board). This procedural change allowed the Board of Trustees to review the fee in a cost-efficient, annual fashion, where national and local economic factors could be considered, as well as the rate of building permit submittals.

Each year since 2012, the Board has reviewed fees in this fashion and has not elected to increase the system improvement fees. One of the reasons for the Board keeping the fees the same was the fact that there was not an engineering study that specifically supported the fees. These fees are generally in conformance with neighboring communities, although not all communities have the same needs, systems, or impacts.

<b>Community</b>	<b>Water System Improvement Fee</b>	<b>Wastewater System Imp. Fee</b>
Parachute	\$4,875	\$4,875
Glenwood Springs	\$5,141	\$5,526
New Castle	\$6,000	\$6,000
Rifle	\$5,743.27	\$6,382.37
RFWSD	\$3,700	\$6,500

As the Town recently completed its Water/Wastewater/Irrigation Master Plan, this study was a quick follow-up to ensure that the fees in place are adequate to complete the proposed and necessary improvements over a twenty-year time period. Mr. Erion suggests that the system improvement fees are not adequate to cover the Town’s existing infrastructure. Therefore, any request for reduction of system improvement fees should be heavily scrutinized, and the staff should provide the Board with engineering, legal, and planning perspectives so that the Board can make an informed decision. Anything less than full research and disclosure constitutes a basis for other applicants to question the EQR chart and the system improvement fee schedule. In his memorandum dated December 5, 2019, Mr. Erion suggests that the Town’s institution of .6 EQR for a tiny home is accurate, but that the existing .2 EQR for 12-pound washing machines should be increased to .3 EQR. Mr. Erion suggests that the Town increase its system improvement fees, as seen on the preceding page.



Jeff Layman, Town Manager  
Town of Silt  
PO Box 70  
Silt CO 81652

December 4, 2019

RE: Town of Silt – EQR and Water Tap Fee Update

Dear Jeff:

At the request of the Town of Silt (Town), Resource Engineering, Inc. (RESOURCE) reviewed and updated the Town's Equivalent Residential Unit (EQR) schedule and potable water tap fee. The first task includes providing a recommended EQR rating for "Tiny Homes" and updates to the existing schedule. The second task is to review the existing tap fee and recommend an updated tap fee, if appropriate, based on a rational nexus for the fee. The EQR and tap fee update are presented below.

## **SUMMARY**

Based on RESOURCE's analysis, the following recommendations are offered to the Town.

1. The EQR rating for a "Tiny Home" is recommended at 0.6 EQR.
2. The EQR rating for additional washing machines, up to 12 pound capacity (A.2., B.5., C.6. and J.2.) is recommended at 0.30 rather than 0.20.
3. The Potable Water Tap Fee rate is recommended at \$9,875 per EQR based on a rational nexus methodology for determining the fee. The new rate could be phased in over 4 years starting with \$7,000 per EQR in 2020 and increasing to \$10,000 by 2023.

## **EQR SCHEDULE**

### **Existing**

The Town's EQR schedule is set forth in the Table of Equivalent Units in Section 13.04.260 if the Town Municipal Code. An EQR value is used by water and sewer service providers for purposes of tap fees for water and sewer facilities. The EQR represents a widely accepted methodology for equitably determining the cost to buy into the existing systems. The existing infrastructure includes diversion and treatment facilities, water/sewer mains, storage tanks, lift stations, and pressure reducing valves. Some of these facilities have an inverse relationship to daily water use. For example, fire flows are a significant portion of storage tank and water

main sizing (and looping of water mains). Multi-story multi-family buildings require more fire flow capacity than single family units. For sewer systems, there is both a hydraulic loading and an organic loading to the system that requires treatment and must meet discharge standards. The organic loading is the same whether the toilet uses 5 gallons or 1.5 gallons and the concentration is higher in lower flows requiring more treatment to meet standards. Tap fees provide revenue to the Town's capital improvement funds and are utilized so that development pays its own way rather than being subsidized by monthly service fees of existing residents.

The origin of the Town's current EQR schedule is not readily traced to a report in the Town's archives. However, review of the EQR schedule indicates that it is reasonable and generally consistent with other municipalities in the area. It is RESOURCE's opinion that the EQR schedule is based on reasonable engineering values, is equitable, and has a rational basis for the ratings. A proposed update is provided below.

### **Proposed Update**

The Town will be reviewing a land use application for a subdivision that includes "Tiny Homes." The Town currently does not have a specific category for a Tiny Home and RESOURCE was asked to provide an EQR rating for such, and any other updates that may be recommended.

A Tiny Home is a 400 square foot (or less) single family dwelling unit with a kitchen and a bathroom. It is essentially the same as an accessory dwelling unit or apartment with one bathroom. Based on the existing Town Code, an EQR rating of 0.60 would be appropriate and consistent with a studio apartment. From a water rights engineering analysis, a single family home (1.0 EQR) would be assumed to have 3.5 occupants and a Tiny Home 2 occupants. This results in an EQR rating of 0.6 ( $2/3.5 \times 1.0$ ). Also, as discussed above, the EQR rating must reflect the fact that storage tanks and water mains must be sized to accommodate fire flows and peak hour usage. Therefore, RESOURCE recommends an EQR rating of 0.60 for a Tiny Home.

In reviewing the EQR schedule, RESOURCE noticed a minor inconsistency with laundry facilities. Consistent with other municipalities, washing machines with a capacity of up to 12 pounds are generally rated at 0.35 EQR. The Town's rating for laundry facilities with up to three machines is 1.0 EQR (0.33 EQR per machine). Therefore, RESOURCE recommends increasing the additional washing machine rating from 0.20 EQR to 0.30 EQR. This change would occur in categories A.2, B.5., C.6., and J.2.

### **POTABLE WATER TAP FEE**

RESOURCE was asked to review and update, if appropriate, the potable water tap fee. A prior analysis for the Town's tap fee could not be located. The current potable water tap fee is \$5,835.98 per EQR. The tap fee was reportedly set at \$3,500 in 2007 and has increased annually at rates between 3% and 6%.

The Town imposes a tap fee on new development to offset the cost of infrastructure and related costs such as water rights.

### **Rational Nexus**

The Town's tap fee must meet a rational nexus test and have a reasonable connection between the fee charged and the impact from new development. For tap fees, the rational nexus involves developing a cost per EQR. The cost per EQR provides a reasonable connection between the demand on the Town's water infrastructure from new development and the cost to the Town to provide the facilities necessary to meet the demand. As presented earlier, the Town has an EQR schedule that is equitable, reasonable, rational, and consistent with other municipalities.

Another factor in the rational nexus is the policies and goals of the Town related to the purpose of the tap fee. These generally include paying for major capital improvements, paying for infrastructure to increase the capacity of the system for future growth, minimizing debt and monthly service fees to fund debt, equity recovery, and maintaining cash reserves for emergency and capital expenses. The 2019 Water-Wastewater Irrigation Master Plan specifically identifies capital improvements and the goal of funding these improvement with tap fees.

The Colorado Supreme Court set criteria for a defensible tap fee in *Krupp v. Breckenridge Sanitation District* (2001). The criteria includes a clear underlying philosophy for the fee that is legally implemented (Town goals, water master plan, and Town Municipal Code), fair and rational basis for class distinctions (EQR schedule), tap fee study completed by competent independent experts (RESOURCE), use pertinent data and analysis correctly done (factual data on water facilities and AWWA method), and resulting rate and fee charge is rational (rate set within range of RESOURCE analysis and fee charged based on EQR schedule). This letter report provides the Town with a rational nexus utilizing the Town's EQR schedule, estimated costs for wholesale infrastructure, and the water capital improvements plan in the 2019 Master Plan.

### **Methodology**

A tap fee, also referred to as a system development charge (SDC) or plant investment fee, must be an equitable amount based on a methodology that has a rational basis to meet the Town's goals. The American Water Works Association (AWWA) outlines two methodologies for SDC's in its Manual of Water Supply Practices AWWA M1, "Principles of Water Rates, Fees, and Charges." These include the Equity Method and the Incremental Cost Method. A hybrid of the two could also be utilized. The Equity Method approach assess the new customers a fee to approximate the equity position of current customers. The Incremental Cost Method is based on the concept of new development paying for the incremental cost of system facilities needed to serve new development. The Hybrid Method includes both existing infrastructure and future capital improvement project. Since the Town has significant existing

infrastructure and a capital improvements plan, the Hybrid Method is appropriate for the analysis.

## Costs

The estimated 2019 cost wholesale infrastructure and the 20 year capital improvements for water infrastructure make up the basis for calculating the tap fee. The number of EQR's that can be served from these facilities allows the tap fee to be expressed in a per EQR measurement. The attached **Table 1** summarized the water system costs. The quantities and costs were provided by Town staff, except for water rights, which was developed by RESOURCE. A discussion of costs is presented below.

The Town staff estimated there is over 100 acres in water easements. However, only easements that were purchased by the Town can be included in the analysis. For purposes of this study, one acre of easement is used.

The Town owns several water rights and contract storage water. For this analysis, the value of adjudicating municipal water rights, the value of historic consumptive use credits from senior water rights purchased by the Town (water rights dedicated to the town are not included), and the value of Ruedi Reservoir storage purchased by the Town are included in the cost for water rights. The Town purchased 35 acre feet of HCU in the Last Chance Ditch in addition to the 75 acre feet dedicated for Mira Loma. The Town purchased 217 acre feet of storage in Ruedi Reservoir in 2009.

The Town has approximately 144,000 linear feet of treated water pipeline in the Town. However, only the transmission lines are considered wholesale infrastructure. The Town has approximately 109,067 linear feet of transmission pipeline. These pipes are 8 inches and larger.

As shown on **Table 1**, the total 2019 replacement value of the existing wholesale water infrastructure and water rights is \$28,885,400. The 20 year water capital improvements plan totals \$7,613,888. The total costs for the basis of the tap fee is \$36,499,288.

## Tap Fee Rate

The Town currently serves 1648 EQR's. The water treatment plant is operating at 50% of its capacity and could serve approximately 3,300 EQR's. The 20 year capital improvements plan is designed to provide service for growth including replacement and upsizing of water transmission lines and constructing additional system storage. Therefore, RESOURCE believes 3,300 EQR is a reasonable basis for determining the tap fee rate. As shown on **Table 1**, the resulting tap fee rate is \$11,000 per EQR. RESOURCE notes that if the tap fee were based only on the existing infrastructure, the rate would be \$8,750 per EQR. While the capital improvements plan includes items that increase the capacity of the system, some items are for the benefit of all users. Therefore, RESOURCE recommends a tap fee rate of \$9,875.

## **Implementation**

The current tap fee rate is \$5,835.98 per EQR and the 2019 analysis recommends a tap fee rate at \$9,875 per EQR. It is recommended that the Town phase in the new rate over a 3 year time frame. The rate would be \$7,000 for 2020 and increasing to \$10,000 by 2023. It is recommended that the annual rate then be increased by 3% each year to account for inflation.

Please call if you have any questions or need additional information.

Sincerely,

**RESOURCE ENGINEERING, INC.**

**DRAFT**

Michael J. Erion, P.E.  
Water Resources Engineer

MJE/mmm  
1168-8.0

Attachments

CC: Janet Aluise, Town Planner  
Trey Fonner, Public Works Director

**Table 1**  
**Town of Silt**  
**Existing Water System and 30 Year Capital Investment Costs**

Type	Quantity/Capacity	Replacement Value
Land	9 acres/WTP-WWTP (\$40K/acre)	\$ 360,000
Easements	1 acre (purchased) (\$30K/acre)	\$ 30,000
Water Rights	Water Court Cost Municipal Water Rights 217 AF Ruedi Reservoir 55 AF HCU Last Chance Ditch	\$ 725,000
Water Tanks	4 Tanks	
	Tank # 1, 800,000 gallons	\$ 3,336,000
	Tank # 2, 600,000 gallons	\$ 2,502,000
	Tank # 3, 250,000 gallons	\$ 1,042,500
	Tank # 4, 150,000 gallons	\$ 625,500
	<b>Total</b>	<b>\$ 7,506,000</b>
Pump Stations	Mesa View Pump Station (2-15 hp submersibles)	\$ 4,800
	Sunrise Pump Station (3-15 hp Berkley pumps)	\$ 4,600
	<b>Total</b>	<b>\$ 9,400</b>
PRVs	3 (\$5K each)	\$ 15,000
Water Treatment Plant/Capacity	2 Micro Filtration Skids	\$ 800,000
	Building and Associated Infrastructure	\$ 7,440,000
	<b>Total</b>	<b>\$ 8,240,000</b>
Treated Transmission Lines	109,067 linear feet, 8 inch and larger	\$ 12,000,000
<b>TOTAL INFRASTRUCTURE</b>		<b>\$ 28,885,400</b>
Capital Improvements	20-Year Water Capital Improvement Plan	\$ 7,613,888
<b>GRAND TOTAL</b>		<b>\$ 36,499,288</b>
Current EQRs = 1,648 At 50% capacity in WTP (1 MGD)		
<b>TOTAL EQRs</b>		<b>3300</b>
<b>2019 TAP FEE RATE</b>		
<b>EXISTING INFRASTRUCTURE</b>		<b>\$ 8,753</b>
<b>WITH CAPTIAL IMPROVEMENTS</b>		<b>\$ 11,060</b>

**TOWN OF SILT  
BOARD OF TRUSTEES REGULAR MEETING  
June 22, 2020**

**AGENDA ITEM SUMMARY**

---

**SUBJECT:** Transportation Master Plan

**PROCEDURE:** Information Item

**SUMMARY AND BACKGROUND OF SUBJECT MATTER:**

As you may recall, the Town of Silt decided last year to seek to develop a comprehensive transportation assessment and a plan for funding both transportation improvements and annual maintenance.

Our plan was to measure existing traffic at Town entry points and determine the percentage of vehicular traffic passing through the Town; evaluate the relevance of several existing transportation studies/plans/reports; restate all outstanding recommendations from those existing studies/plans/reports; update cost estimates for outstanding recommendations; identify additional improvements necessary to improve the function and longevity of the Town's transportation system(s); prioritize outstanding recommendations and identified additional improvements; review and confirm, or modify as necessary, the Town's Public Works Department 20-year Deferred Maintenance Program cost estimates; research and identify viable funding options for capital improvements and 20-year maintenance; and present conclusions and recommendations before the Board of Trustees at a Public Meeting.

In order for us to be successful at attracting grant funding from the Colorado Department of Local Affairs (DOLA), we intentionally left out references to the Silt Interchange at Mile 97, I-70. DOLA expressed reluctance to fund any study on CDOT related facilities.

The Town received two proposals in response to its Request for Qualifications and Proposal (RFQ/P) in April 2019. Both were for far more than we had anticipated, well over \$100,000 each. We worked with the low bidder, KLJ of Fargo, ND to reduce their bid and received a new proposal of just under \$80,000. The Town had budgeted \$20,000 in the 2020 Construction Impact Fund. Any DOLA grant funding would not exceed 50%, leaving some \$40,000 unfunded. It's possible that if we used \$20,000 from our General Fund or other Town source, bringing our total contribution to \$40,000, we could get a match from DOLA.

Given the current situation in our COVID-19 world, we do not think we should consider moving forward with this until conditions clarify over the next several months or so.

**ORIGINATED BY:** Jeff Layman

**PRESENTED BY:** Jeff Layman

**DOCUMENTS ATTACHED:**

**TOWN ATTORNEY REVIEW [ ] YES [ x ] NO INITIALS:**

**SUBMITTED BY:**

Jeff Layman  
Jeff Layman, Town Administrator

**REVIEWED BY:**

Sheila M. McIntyre  
Sheila M. McIntyre, Town Clerk



ENGINEERING, REIMAGINED

PROPOSAL FOR THE TOWN OF SILT

# **> Transportation Systems Evaluation and Funding Study**

JANUARY 2020

## **Table of Contents**

<b>QUALIFICATIONS</b> .....	<b>1</b>
<b>TECHNICAL EXPERTISE</b> .....	<b>4</b>
<b>REFERENCES</b> .....	<b>9</b>
<b>PROJECT APPROACH</b> .....	<b>10</b>
<b>FEES FOR SERVICES</b> .....	<b>14</b>
<b>RESUMES</b> .....	<b>15</b>

728 East Beaton Drive, Suite 101  
West Fargo, ND 58078-2650  
701-232-5353  
KLJENG.COM



January 22, 2020

Town Clerk  
Silt Town Hall  
231 North 7th Street  
Silt, CO 81652

**RE: Proposal for the Town of Silt – Transportation Systems Evaluation and Funding Study**

Dear Sheila McIntyre:

KLJ is pleased to submit a proposal for the development of the Transportation Systems Evaluation and Funding Study for the Town of Silt. Project Manager Wade Kline has 20 years of experience developing a range of transportation plans and studies. He will be supported by a diverse team of technical experts to develop a detailed transportation study best suited for your town.

Based on our research into Silt's recent transportation needs, there is an existing and projected backlog of financial needs relative to future projected revenue. The Town of Silt has completed significant previous analysis and support for potential new revenue sources, such as impacts fees and sales tax. Our approach is to calibrate a range of previous studies and needs into a comprehensive and updated strategy plan for needed investments in the town.

We have partnered with All Traffic Data (ATD) to assist with a data collection program you have requested. Our team will use the data collection to support development of a future year build condition analysis to demonstrate an updated set of transportation system needs for the Town of Silt.

KLJ has extensive experience working on similar projects completed for area-wide plans and studies, as well as specific corridor level and interchange-related improvement projects. We envision presenting you with a final product that includes both an area-wide needs analysis looking out over 20 years for preservation and maintenance. We also envision the identification of specific spot improvements and project needs to support projected growth.

Given our robust resume of long-range planning, we can develop specific financial and investment plans for you that prioritize future funding for a long-range funding strategy. Included in our proposal is a list of project references we have assembled who can speak to the dependability of our project manager Wade Kline, and to similar work we can prepare for your town.

If you have questions or concerns, please don't hesitate to contact me directly.

Sincerely,

KLJ

A handwritten signature in black ink that reads "Wade Kline".

Wade Kline  
Project Manager  
701-271-5009  
wade.kline@kljeng.com

# QUALIFICATIONS



## AN EXCEPTIONAL EXPERIENCE

*Every project, every time.*

Since the 1930s, KLJ has worked alongside communities of all sizes, partnering with clients such as cities, counties, and developers – just to name a few. We create solutions that turn your visions into reality, improving the lives of people and communities across the nation. Our business model puts you first, providing an exceptional experience that truly reimagines what your project can become.



With offices located across the nation, including our office in Englewood, CO, and more than 550 employee-owners, we have the capacity to provide the services needed to help communities move forward and grow. We have the size and scope of engineering-based services along with the local expertise to drive your project forward to a successful result.



AVIATION



CULTURAL RESOURCES



ENVIRONMENTAL



FUNDING RESOURCES



LAND DEVELOPMENT



OIL & GAS



POWER



PUBLIC WORKS



RIGHT-OF-WAY



STRUCTURAL



SURVEY



TELECOMMUNICATIONS



TRANSPORTATION



WATER



ENGINEERING NOW AND FOR THE FUTURE



EXPERIENCE YOU CAN COUNT ON



EXCEPTIONAL SERVICE



PEOPLE YOU CAN TRUST

### PROJECT MANAGER

**Wade Kline**

728 East Beaton Drive, Suite 101  
West Fargo, ND 58078-2650  
701-271-5009  
wade.kline@kljeng.com



All Traffic Data Services, Inc. (ATD) has been in business since 2001 and is headquartered at 9660 West 44th Avenue, Wheat Ridge, CO, 80033. Other office locations include California, Florida, Georgia, Oregon, and Washington. ATD has the capability to run several large projects simultaneously and have developed a great ability to share work tasks between offices in order to complete all projects on time and often ahead of schedule. ATD offers to collect any type of data and is constantly modifying standard procedures to collect data required for specific and unique projects.



## Data Services

**Average Daily Traffic (ADT) Counts** – Volume, speed, classification, delay data collection, usually 24 hours to seven days.

**Turning Movement Counts (TMC)** – Intersection counts by movement taken typically during peak periods. Can include truck percentages, queue, pedestrians, bicycles, and delay.

**Origin-Destination Studies** – Manual license plate records taken on slow, low-volume roads, or camera/computer recorded license plate records taken on high-speed and volume roads/highways. Data is taken at each entrance and exit of a corridor. The data is processed to determine the number of cut-through trips, or to determine heavy traffic routes.

**Travel Time** – GPS trips of a specific corridor determine the corridor’s length and average time it takes to get from one end to the other. Specific causes of delays are also specified to aid in determining possible trouble locations for needed improvements.

**Radar Data Collection** – Radar data collection allows for volume counts and three classes of vehicles to be collected without the need to be in the roadway, typical for use of data collection on highways.

**Video Collection** – Video can be collected on a corridor to help determine the cause of congestion on a specific section of roadway; also, video can be collected at parking lots to determine turnover/use.

**Bluetooth Data Collection** – Bluetooth data collection is used for speed and travel time studies, also origin and destination studies.

**Other Data** – Other data collected frequently consists of intersection lane geometries, speed limits, and intersection control, pre-construction, and as-built survey with LiDAR and drone technology, as well as existing traffic signal timing. Inventory of parking lots and on-street parking, as well as other various items as requested per job.

**ATD’s Annual Number of Counts Taken Throughout the Country**

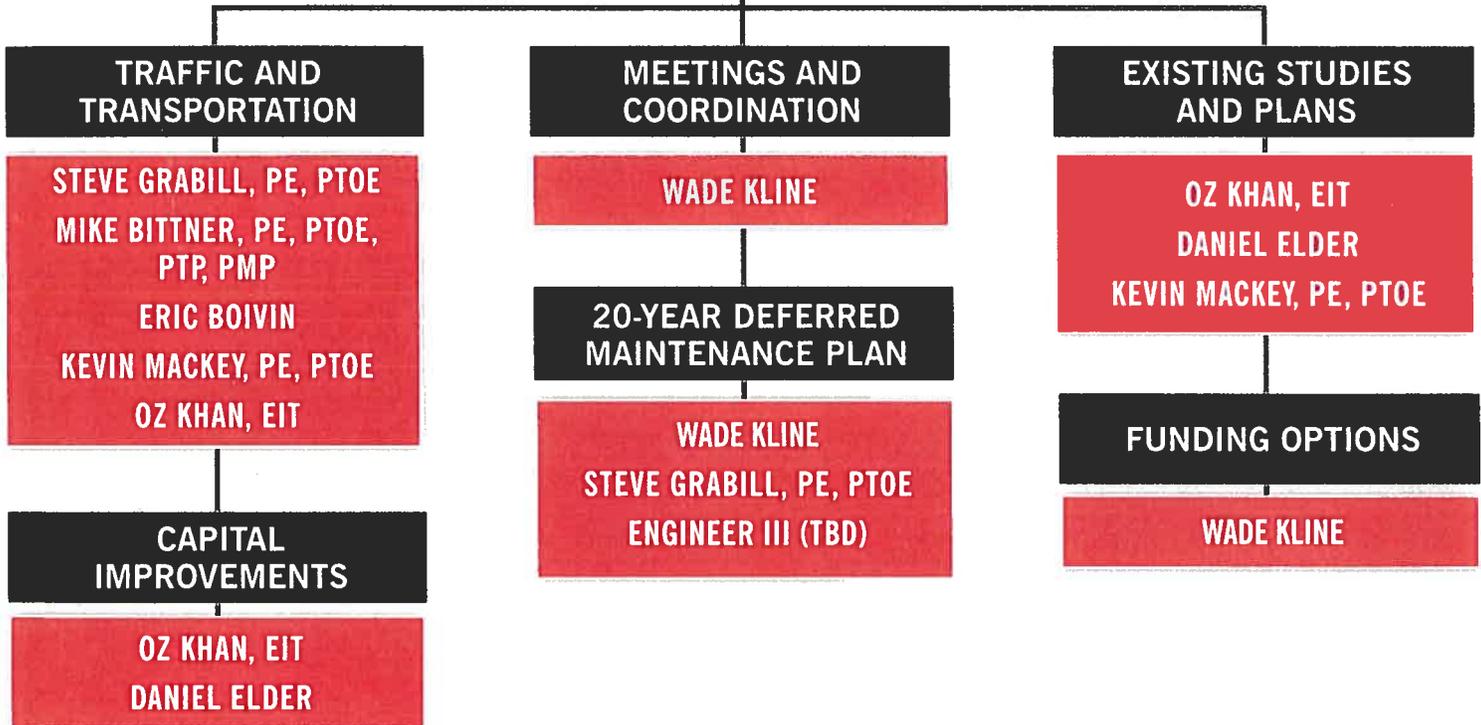
**Average Daily Traffic Counts: 18,250**

**Turning Movement Counts: 28,000**

**Travel Time Runs: 1,800**

## Organizational Chart

KLJ is proposing a team of diverse, hand-picked staff who will provide focused attention in their individual areas of expertise. The organizational chart below provides clear structure for individual project roles and responsibilities. Resumes that begin on page 15 elaborate further on individual expertise and experience each team member brings to the project.



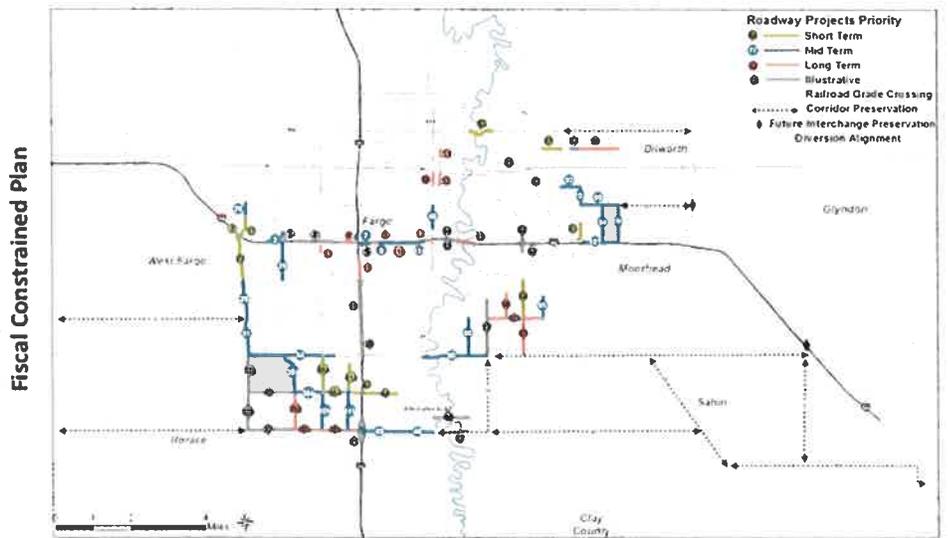
## Team Availability

Staff	Percent Committed	Commitment to Silt Transportation Systems Evaluation and Funding Study
Wade Kline	60%	7%
Steve Grabill	45%	3%
Mike Bittner	65%	1%
Eric Boivin	45%	7%
Kevin Mackey	50%	3%
Oz Khan	65%	6%
Daniel Elder	70%	12%
Engineer III (TBD)	50%	6%

**Past Experience**

**METRO 2040  
LONG-RANGE  
TRANSPORTATION PLAN  
(LRTP) | FARGO-  
MOORHEAD, ND-MN**

While serving as executive director at the Fargo-Moorhead Metropolitan Council of Governments (Metro COG), Wade Kline worked as principal planner and project manager on the development of the Metro 2040 LRTP update for the Fargo-Moorhead Metropolitan area. He was responsible for orchestration and development of all facets of the LRTP update. Specific emphasis was placed on the development of the public input process, fiscal constraint analysis, operations and maintenance plan, and development of the I-29/I-94 Interstate System Alternatives and Red River Crossing Alternatives. The Metro 2040 LRTP achieved consensus on a metropolitan vision plan, as well as a short and long-range fiscally constrained project list.



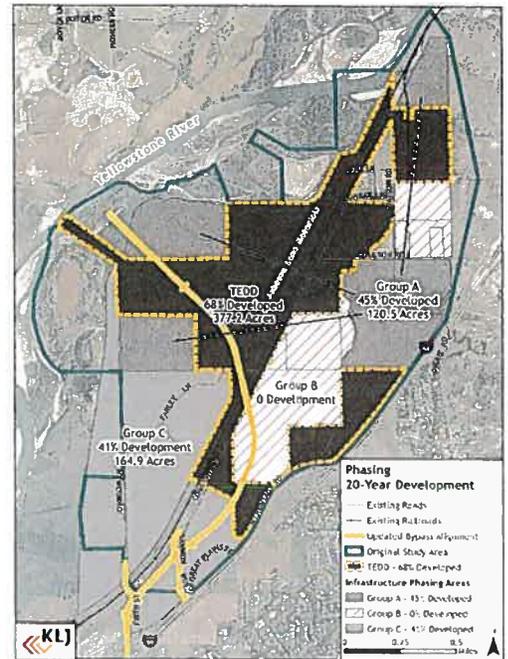
**ARRIVE 2045 BISMARCK-MANDAN METROPOLITAN TRANSPORTATION PLAN |  
BISMARCK AND MANDAN, ND**

KLJ is nearly 90 percent complete with development of the Metropolitan Transportation Plan (Arrive 2045) for the Bismarck-Mandan Metropolitan area. Through both technical analysis and community workshops, KLJ has worked to arrive at and evaluate a range of larger regional visions to address desired regional mobility. Through a detailed alternatives evaluation process, Arrive 2045 is moving towards a fiscally-constrained set of transportation improvements for the Bismarck-Mandan Metropolitan area. The financial plan for Arrive 2045 is developed in harmony with the North Dakota Department of Transportation (NDDOT) to assure linkage between both statewide transportation needs and investment priorities in the Bismarck-Mandan area. Arrive 2045 has been developed through an interactive and community engaged planning process. Arrive 2045 will become one of the first MAP-21/FAST Act compliant performance-based transportation plans in North Dakota.

## LOCKWOOD TARGETED ECONOMIC DEVELOPMENT DISTRICT (TEDD) MASTER INFRASTRUCTURE PLAN | BILLINGS AND LOCKWOOD, MT

The Lockwood TEDD had been the subject of various recent studies; however, significant detail was needed to drive transportation and infrastructure investment to the area, which is adjacent to Billings, MT. In cooperation with Yellowstone County, the Big Sky Economic Development Authority (BSEDA), the City of Billings, and key stakeholders from the community of Lockwood, KLJ developed an overall long-range transportation and infrastructure plan for the Lockwood TEDD. The Lockwood TEDD Master Infrastructure outlines both a long-range (20-year) and short-range (five-year) set of system infrastructure needs and high-priority investments.

A critical component to the TEDD Master Plan was ongoing coordination with the Montana Department of Transportation (MDT) regarding the proposed Billings Bypass project. The TEDD Master Plan developed a best-fit approach to coordinate local investments with critical infrastructure to the imminent construction of the multi-million dollar Billings Bypass.



## NORTHEAST BISMARCK SUBAREA STUDY | BISMARCK, ND

Based on previous area studies, including the Bismarck-Mandan Metropolitan Planning Organization's (BMMPO) Monitoring Report and the 2040 LRTP, the northeast Bismarck subarea was forecasted to grow faster than previously anticipated and provide several thousand new homes and jobs.

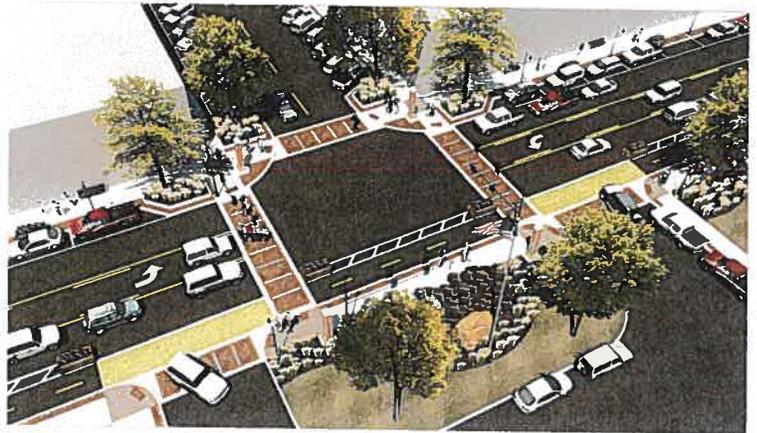
The intent of the Northeast Bismarck Subarea Study was to develop a detailed plan to guide future investment in transportation system infrastructure and to build on recently completed area-wide and subarea plans in the general vicinity. KLJ developed alternative growth scenarios to understand the impacts of delayed roadway investments would have within the Northeast Subarea. These alternative scenarios were critical in demonstrating the need for future roadway infrastructure in step with previously developed infrastructure planning for the area.

A 2025 and 2040 implementation plan for the Northeast Bismarck Subarea Study was developed based on anticipated needs for future roadway development to meet future project residential and employment growth. The Northeast Bismarck Subarea Implementation Plan developed a vision for implementation of needed improvements to meet anticipated traffic needs within the study area.



## MANDAN DOWNTOWN SUBAREA STUDY | MANDAN, ND

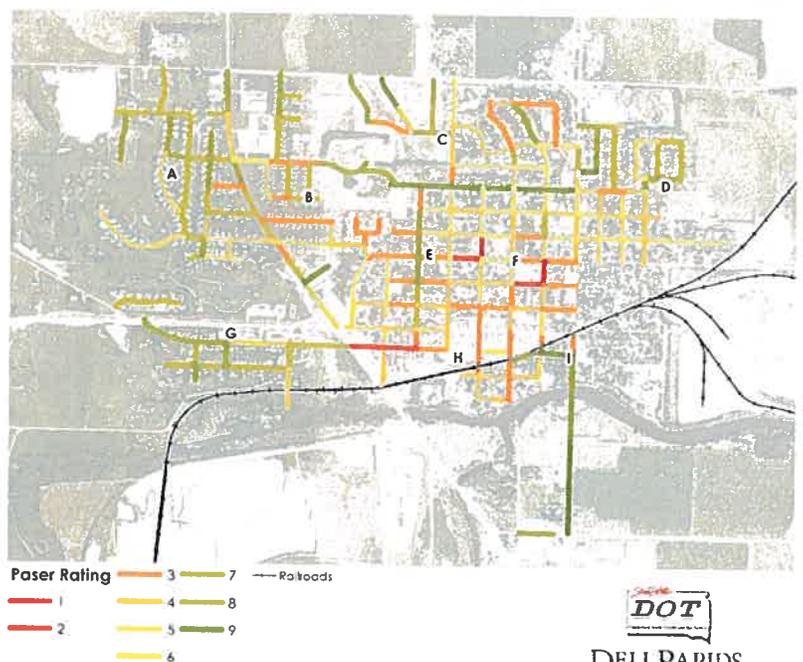
Downtown Mandan has a uniqueness that embodies the entire city. It is historic, with several buildings on the National Register of Historic Places. It is quaint, with several niche and specialty shops you will only find in Mandan. And it is lively, with many special events. As a critical element of the community, Mandan is ready to fully embrace a new vision and framework for its downtown. There are many opportunities for growth, development, and redevelopment in the built environment and multimodal and safety improvements in the transportation network. The subarea study can be summarized in four main points:



- » **WORLD CLASS PUBLIC ENGAGEMENT APPROACH.** KLJ used a comprehensive public engagement approach that included stakeholder meetings, interactive public input meetings, a survey, 3D tours and before-and-after sliding simulations, and a website. The website was updated 20 times throughout the course of the project and included activities that mirrored in-person activities at the public input meeting. The website had more than 3,500 unique visitors.
- » **SCENARIO PLANNING.** KLJ used a workshop-based approach to identify areas likely to change, and developed growth scenarios that culminated with a tiered multimodal traffic modeling approach.
- » **TRANSFORMATIVE ROADWAY PROJECTS.** On Main Street, KLJ focused on road diet configurations that provide improved safety and mobility for all modes. On 1st Street, reverse angle parking was evaluated to address sight distance issues and improve safety for bicyclists.
- » **IMMEDIATE RESULTS.** The projects prioritized through this planning process led to multiple Urban Grant program applications and plans for interim applications. Major transportation and aesthetic improvements spurred a major development to serve as the western anchor of the project.

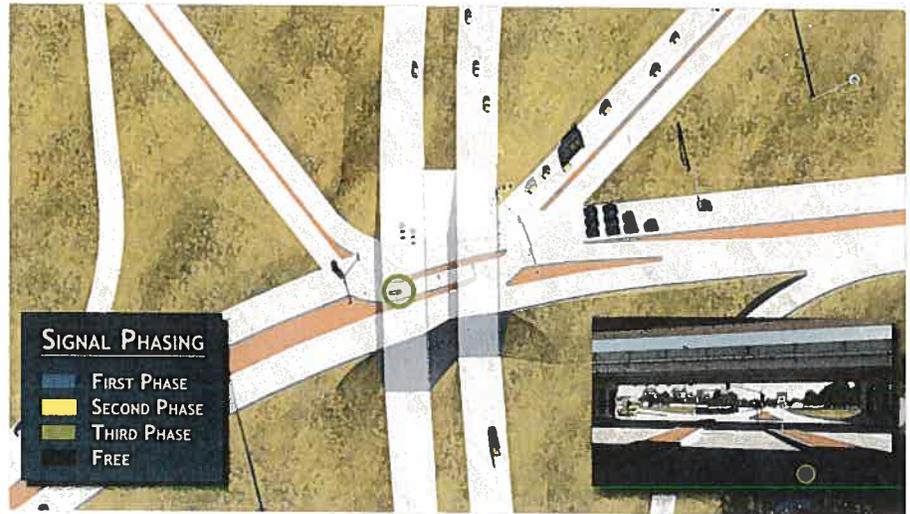
## DELL RAPIDS MASTER TRANSPORTATION PLAN | DELL RAPIDS, SD

KLJ is currently working with the City of Dell Rapids and the South Dakota Department of Transportation (SDDOT) on a 20-year Master Transportation Plan (MTP). A key component of the Dell Rapids MTP included a city-wide pavement management inventory. KLJ collected 20 miles of pavement condition data and prepared an existing systems analysis of current pavement conditions. The final plan will develop a focused system wide pavement preservation program coordinated with a planned underground utility work.



## SHEYENNE STREET CORRIDOR STUDY | WEST FARGO, ND

Sheyenne Street is one of the most scenic and vibrant corridors in the Red River Valley. In recent years, this corridor has evolved from a sleepy rural corridor with minimal activity to a bustling bedroom community, with more than 50 percent of West Fargo's population living along the corridor. KLJ completed the corridor study and is in the early stages of the nearly \$70 million design and construction project. The following highlights summarize the corridor study phase of the project:



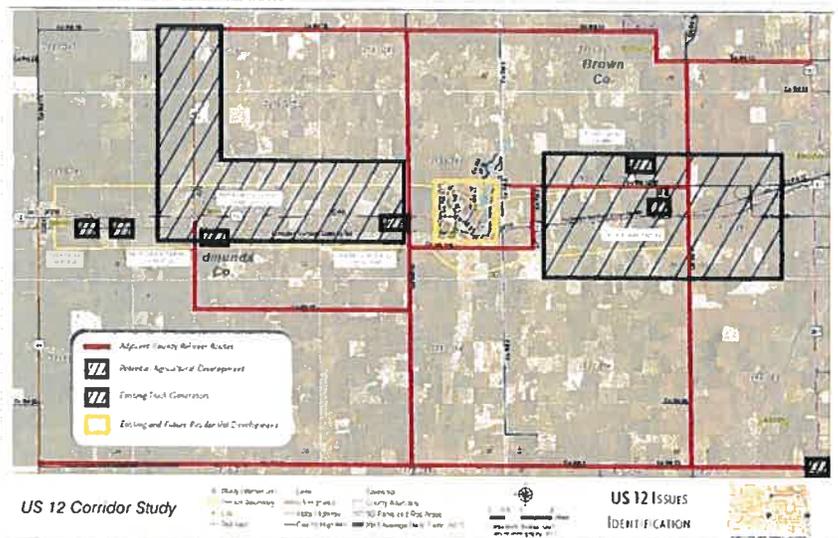
- » KLJ interfaced between various modeling tools, including travel demand models, microsimulation models, macroscopic models, and crash prediction models to provide detailed analysis of a wide range of varied alternatives along the five-mile corridor.
- » Our team completed a value engineering process at the I-94 interchange developing an innovative, first-of-its-kind, Modified Single Point Urban Interchange (MSPUI) design that would mitigate 60 percent more delay than the next best alternative.
- » We led an intense public involvement strategy that involved marketing videos, educational 3D simulation videos, and even a video game simulation of downtown West Fargo to highlight improvement strategies for business owners.
- » KLJ utilized context-sensitive solutions to provide varied improvement strategies through downtown West Fargo, the interchange, residential areas, and areas designed to move traffic. The specific design of the corridor evolved four times in response to contextual factors.

This study received the 2018 North Dakota American Council of Engineering (ACEC) Award for Studies.

## US 12 CORRIDOR STUDY | ABERDEEN TO IPSWICH, SD

KLJ led a comprehensive stakeholder and public input process to better understand the corridor's needs and address concerns raised in recent years based on increasing truck volumes and a series of serious vehicle crashes along the US 12 corridor.

The corridor level analysis looked at four separate potential corridor build alternatives with a focus on intersection improvements at eight of the most critical study intersections. The study used crash and traffic data collected in 2015 and at two times in 2016 to help determine warranted action. The outcome of the study will be used by SDDOT to further scope and develop potential future improvements along this stretch of US 12.



## BEADLE COUNTY MTP | BEADLE COUNTY, SD

The Beadle County MTP provides a 20-year planning framework for addressing future transportation needs within Beadle County, SD. The MTP focused on maintenance and preservation of the road and bridge assets in Beadle County.

A concise set of needs was identified through the planning process, major points of analysis included in the MTP will involve three primary components.

### Pavement Management

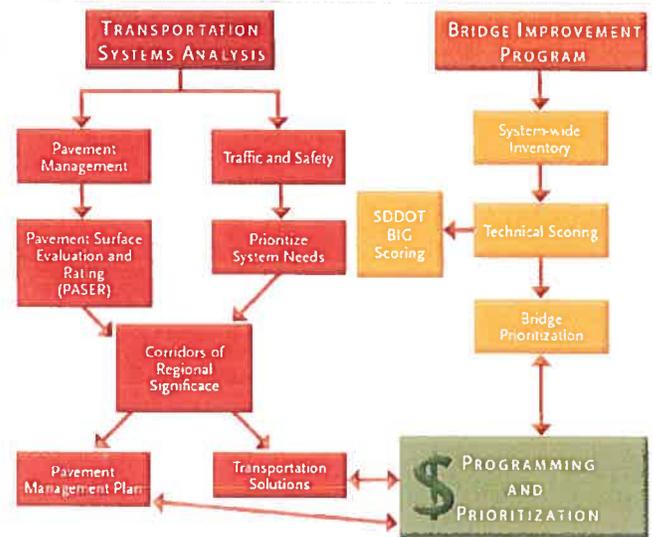
With nearly 220 miles of paved roadway, a major point of analysis for the county is the development of a Pavement Management Plan (PMP). The PMP for Beadle County developed a 2017-2021 Capital Improvement Plan (CIP) to reflect both technical analysis and public input.

### Bridge Improvement Program (BIP)

Similar to how investments were developed for the PMP, a BIP was developed for Beadle County that addressed bridge investment priorities for short-term (2017-2021), intermediate (2022-2026), and long-range needs (2027-2037).

### Financial and Investment Plan (FIP)

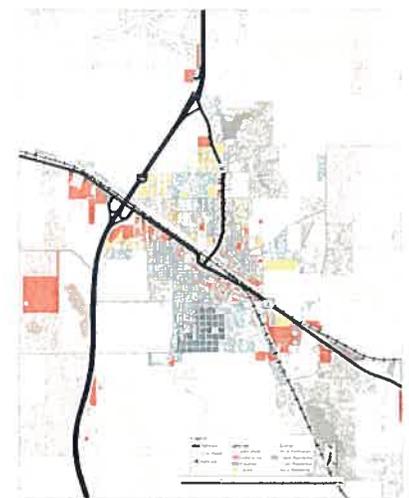
The FIP for the MTP was developed to be nearly fiscally constrained. The FIP is used to sew together both the PMP and the BIP to assure they are financially reasonable with a strategic implementation plan to maintain Beadle County transportation infrastructure over the next 20 years.



## SHELBY TRANSPORTATION PLAN | SHELBY, MT

In 2014, KLJ completed the Shelby MTP. Shelby is a growing community in northern Montana. Population and economic growth are anticipated in the coming years, partly due to the Northern Montana Multimodal Hub Center, currently under construction in Shelby. As Shelby and the surrounding area grows, a well-functioning transportation network is key in maintaining a high-quality of life in Shelby and is also critical for promoting economic growth as a result of the proposed Multimodal Hub Center.

The transportation plan addresses existing deficiencies, safety concerns, railroad issues, and trail planning. It focuses on identifying future projects to address these concerns, while planning for future growth. This was a proactive planning process that included extensive data collection and travel demand model forecasts. Throughout the planning process KLJ worked closely with the mayor, city council, local officials, MDT planners, travel demand modelers, and local engineers. We reached out with a community transportation survey and had more than 75 responses. Our public outreach also included input from dozens of organizations and key individuals that helped make the plan better.



The following individuals can attest to the quality and dedication of KLJ team members and projects listed on the previous pages. Each can speak to the approach and techniques proposed by KLJ, and can attest specifically to the dependability and past performance of Project Manager Wade Kline.

**SHILOH WAHL**

District 4 Engineer  
Minnesota Department of Transportation  
281-846-3603

**STEVE GRAMM**

Planning Engineer  
South Dakota Department of Transportation  
605-773-6641

**MICHAEL JOHNSON**

Urban Engineer  
North Dakota Department of Transportation  
701-328-2118

**JEREMY GORDEN**

Traffic Division Leader  
City of Fargo, ND  
701-241-1529

**DIANNE LEHM**

Director of Community Development  
Big Sky Economic Development Authority, Billings, MT  
406-869-8409

**BOB ZIMMERMAN**

City Engineer  
City of Moorhead, MN  
218-299-5390

**RACHEL DREWLOW**

Transportation Planner  
Bismarck-Mandan Metropolitan Planning  
Organization, Bismarck, ND  
701-355-1852

**JUSTIN FROSETH**

City Engineer  
City of Mandan, ND  
701-667-3225



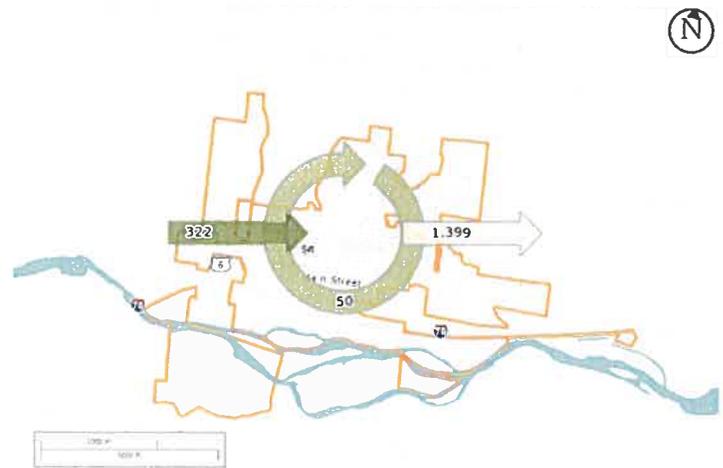
## Project Background

The Town of Silt, CO lies in the northwestern portion of Colorado and was incorporated in 1915. Interstate 70 (I-70) passes through the town that lies north of the Colorado River. Silt is located 176 miles west of Denver and an hour east of Grand Junction. The town has an estimated population of 3,181 according to the 2018 population estimate program, representing an 8.56 percent increase from the 2010 population of 2,930 people. Silt is located in Garfield County, which has a 2018 population of 59,770, representing a 5.99 percent increase from the 2010 population of 56,389.



Growth in the Town of Silt has been driven by the natural gas extraction industry and tourism in the area. Silt is an hour drive away from the skiing resorts of Vail and Aspen. Recent analysis has a predicted three percent growth rate for the next 20 years (Garfield County 2013 Economic Analysis). The growth forecast predicts a population of 4,450 by 2030 for the Town of Silt.

The Town of Silt can be described as a bedroom community due to the fact most of the residents don't work inside city limits. Of working Silt residents, 96.5 percent work outside of Silt. Only 3.5 percent of the town's residents both live and work within Silt. Of those with jobs in Silt, 86.6 percent live elsewhere. This brings a net positive of 322 workers into the city each day.



The Town of Silt has been designated as an Opportunity Zone, which brings in federal funds that give investors incentive to invest in low-income and rural communities, like Silt, through favorable treatment like reinvestment of capital gains and forgiveness of tax on new capital gains.

## Project Purpose

The Town of Silt has conducted several studies on their transportation and infrastructure over the past several years. Their current MTP is nearly a decade old and is not reflective of projected growth trends. The current MTP does not consider a series of recently completed studies. The Town of Silt is proposing to develop an updated MTP that provides the town clear direction on a transportation system to meet projected growth and development. The MTP will be developed to assure harmony with other public and private sector stakeholders in the Town of Silt, including coordination with Garfield County and the Colorado Department of Transportation (CDOT).

## Scope of Work

### Task 1.0 – Meetings, Coordination, and Presentation(s)

Included will be once monthly progress calls with the town administrator, public works director, and community development director. Additionally, we will commit to the following:

- » On-site Visit #1
  - > A project kick-off meeting with the town administrator, public works director, and community development director
  - > Meeting with key transportation stakeholders (as part of project kick-off meeting) to assist with understanding transportation needs and issues throughout the Town of Silt
- » On-site Visit #2
  - > Advertise and conduct a public input meeting/open house near the conclusion of the project to share key study findings and next steps with the public and key stakeholders in the Town of Silt
  - > A formal presentation of findings and recommendations before the Town Board of Trustees



### Task 2.0 – Traffic Volume Data Collection

Understanding traffic conditions on major corridors will be important to generating and projecting system needs for the Town of Silt. Significant existing data may already be available from CDOT for elements of the study area. To be certain all necessary data is collected, KLJ has partnered with local Colorado firm, ATD, to assist in collecting current traffic volume data in the study area. KLJ, with the assistance of ATD, has prepared a fee to collect and analyze data at the following locations:

- » County Road (CR) #214
- » CR #231
- » CR #236
- » CR #311
- » River Frontage Road near CR #311
- » Highway 006D near MP #98
- » Highway 006D near Overo Boulevard
- » Four Legs of the Roundabout at Highway 006D and 9th Street
- » Four Ramps of I-70

Data will be collected concurrently and will meet and exceed professional standards. Upon project kick-off, a coordination call will be conducted with CDOT to finalize a data collection plan in relation to existing or relevant current data available within the study area. Early coordination with CDOT may bring cause to modify the proposed data collection program. Therefore, prior to initiating the data collection to support the Silt Transportation Plan, a final data collection methods memorandum will be developed and approved by the town administrator, public works director, and community development director.

### **Task 3.0 Summary of Existing Studies/Plans/Reports**

As a growing town located on I-70, Silt has experienced growth due to natural gas extraction and the tourism industry. This has led to an 8.56 percent increase in population since 2010. Due to this growth, the town has conducted several studies to evaluate the impact of new development and funding mechanisms to pay for increasing transportation costs. KLJ will review and integrate the following previous studies:

- » Feasibility Report, Town of Silt to Coal Ridge High School, Bike Pedestrian Trail US 6 (Short Elliot Hendrickson, Inc., 2005)
- » Support Study for Town of Silt Transportation Impact Fee (RPI Consulting LLC/Andrew LLC, 2008)
- » Town of Silt Transportation Master Plan (Schmueser Gordan Meyer, 2010)
- » United States Highway 6 and River Frontage Road Access Control Plan (PBS & J, January 2010)
- » Non-Motorized Crossing of I-70 (Boundaries Unlimited Inc., December 2015)
- » Garfield County Demographic and Economic Update (DOLA, April 2018)
- » I-70 Exit 97 Silt Interchange Study (Stolfus & Associates, May 2016)

Utilizing previous studies will allow us to assure accuracy and relevance to the current conditions impacting the Town of Silt's transportation system.

### **Task 4.0 – Existing and Projected Conditions Report**

Based on data collected and reviewed in Tasks 1-3, KLJ will prepare a summary of transportation needs facing the Town of Silt. This will take the form of an Existing and Projected Conditions Report, which will contain the following key elements:

- » Summary of stakeholder identified needs and issues collected through stakeholder and staff meetings developed as part of Task 1.
- » Document existing collected and compiled traffic data for the Town of Silt (as discussed in Task 2).
- » Development of projected conditions assumptions to base future traffic and transportation growth. This will include the development of growth rate assumptions for both employment and households to the year 2040. These growth rates will be used to generate a build year (2040) growth projection for major corridors and intersections within the Town of Silt. This will include specific geographic assignment of future growth to support detailed transportation/traffic planning projections.
- » Based on allocated and projected growth, a detailed level of service (LOS) analysis will occur for up to 10 intersections within the Town of Silt or study area.
- » Summary of available crash data for the study area provided either by the Town of Silt or CDOT, which will include documentation of any hot spots or location requiring additional analysis or evaluation.
- » Summary of existing street networks, including both existing and future functional class maps for the study area, and clear documentation of jurisdictional ownership and maintenance responsibilities.
- » Summary of all previous outstanding improvements and recommendations that are still relevant for consideration in the development of the Town of Silt Transportation Evaluation.

## Task 5.0 – Town of Silt Transportation Plan

Building from the existing and projected conditions analysis completed in Task 4, KLJ will prepare a Transportation Plan for the Town of Silt. The Transportation Plan will include the following key components:

- » Develop a Future System Map/Major Street Plan documenting area-wide transportation connections and improvements. This element of the Transportation Plan is built to support projected growth and development of the Town of Silt to the year 2040.
- » Corridor level recommendations to improve operations and connectivity of the Transportation System in the Town of Silt. This will be limited to corridor level planning recommendations to address existing and projected conditions for needed capacity improvements within the Town of Silt.
- » Listing of needed intersection level improvements to address existing or projected LOS at 10 identified intersections for which detailed LOS analysis will be conducted. This will constitute recommendations for turn lanes, intersection control modifications, or other intersection level needs to support projected growth to the year 2040.
- » Summary of safety recommendations to address identified high crash or trouble spots locations within the study area. This will constitute recommendations for safety related improvements to support projected growth to the year 2040.
- » KLJ will develop planning level cost estimates for improvements identified in Task 5. We will work with the Town of Silt to establish a relative priority matrix for identified improvements. The prioritization of transportation improvements will be based on existing and projected conditions, stakeholder and public input, and guidance provided by the Town of Silt.

## Task 6.0 – Funding Options

KLJ has experience providing local governments with necessary resources to identify and win funds for projects. Based upon research conducted on capital improvement projects, KLJ will provide:

- » Opportunities for county, state, federal, and inter-governmental grants and loans
  - > Briefly outline the application process of each
  - > Identify key personnel within each grant/loan program agency
  - > Chart which improvements or projects can be applied for under each grant/loan program

This will involve looking at future potential funding through sources such as local sales tax income, county, state, and federal funding grant opportunities. For each of these grants, KLJ will provide documentation on the process of applying for funds and will identify contacts within each of the agencies for help with the application. KLJ will match the grants as they are applicable to each capital improvement project. KLJ is prepared to work with the Town to integrate the details of how future funding will benefit the Town of Silt.

## FEES FOR SERVICES



KLJ has calculated a fee for service for the proposed scope of work at \$79,875.20. This includes costs related to all services, including direct and indirect costs.

	Task 1.0	Task 2.0	Task 3.0	Task 4.0	Task 5.0	Task 6.0	TOTAL
Fee	\$19,778.40	\$12,959.20	\$4,896.00	\$16,048.00	\$22,929.60	\$3,264.00	<b>\$79,875.20</b>
Hours	104	176	44	148	152	28	<b>652</b>

**Wade Kline****PROJECT MANAGER****EDUCATION**

BA Urban Planning – St. Cloud State University

Wade has nearly 20 years of rural/regional and metropolitan planning experience. His expertise involves prioritization and programming of critical roadway infrastructure through the long-range planning process. Wade's work has focused on coordinating federal, state, and local funding in cooperation with SDDOT, NDDOT, and Minnesota Department of Transportation (MnDOT). His experience in project prioritization involves identifying project investments/programming needs through both long-range transportation plans and small area transportation plans. Wade's work has focused on bridging the programming and investment decision making between state departments of transportation (DOT) and local communities.

Wade served as the Executive Director for the Fargo-Moorhead Metro COG. In his capacity at Metro COG, Wade orchestrated the development of five Metropolitan Planning Organization (MPO)-wide studies covering a range of modal investment areas. These efforts required development of consensus-based outcomes between six units of government and both MnDOT and NDDOT. Wade orchestrated and managed several highly contentious corridor level investment studies on significant corridors such as US 10, US 75, US 81, and several significant arterial/interstate interchange projects that required measurable consensus-building between local interests and state DOT priorities.

**Relevant Experience****Long-Range Planning**

As a transportation planner, Wade has managed several significant area-wide plans that have depended on a significant level of consensus development among study partners.

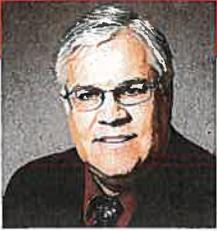
- » **METRO 2040 – LRTP FOR THE FARGO-MOORHEAD METROPOLITAN AREA** – Wade worked as the principal planner and project manager on the development of the Metro 2040 LRTP update for the Fargo-Moorhead Metropolitan area. He was responsible for orchestration and development for all facets of the LRTP update, with specific emphasis for the development of the public input process, fiscal constraint analysis, operations and maintenance plan, and development of the I-29/I-94 Interstate System Alternatives and Red River Crossing Alternatives. The Metro 2040 LRTP achieved consensus on a metropolitan vision plan as well as a short and long-range fiscally constrained project list.
- » **BISMARCK-MANDAN METROPOLITAN TRANSPORTATION PLAN (ARRIVE 2045)** – Wade is serving as project manager on the development of the Bismarck-Mandan Metropolitan Transportation Plan (Arrive 2045). Arrive 2045 is developing a long-range transportation plan for the Bismarck-Mandan Metropolitan area. Arrive 2045 is being driven by a transparent community involvement process utilizing interactive and hands-on public input. Arrive 2045 is evaluating key regional transportation issues and developing a fiscally constrained project list. Arrive 2045 establishes one of the first in the state of North Dakota Map-21/FAST-Act compliance performance-based transportation plans.

## Wade Kline

### PROJECT MANAGER

*continued*

- » **LOCKWOOD (BILLINGS, MT) MASTER INFRASTRUCTURE PLAN** – In cooperation with Yellowstone County, BSEDA, the City of Billings, and key stakeholders from the community of Lockwood, KLJ developed an overall long-range transportation and infrastructure plan for the Lockwood TEDD. The Lockwood TEDD Master Infrastructure outlines both a long-range (20-year) and short-range (5-year) set of system infrastructure needs and high priority investments.
- » **US HIGHWAY 10/75 AND 11TH STREET GRADE SEPARATION STUDY** – Wade managed the completion of the TH10/75/11th Street Grade Separation in Moorhead (MN). The study achieved local, MnDOT, and Federal Highway Administration (FHWA) consensus on a narrowed list of project alternatives for the development of a grade-separation of the BNSF KO Mainline through Moorhead. As part of the project, planning level agreements were achieved on necessary City and MnDOT designation transfers to improve regional mobility and position the project for eventual programming.
- » **NORTHEAST BISMARCK SUBAREA STUDY** – The intent of the Northeast Bismarck (ND) Subarea Study was to develop a detailed plan to guide future investment in transportation system infrastructure and to build on recently completed area-wide and subarea plans in the general vicinity. The outcome was a harmonious corridor development strategy for more than \$300 million worth of City, County, and NDDOT long-range investments.
- » **US 12 CORRIDOR (ABERDEEN, SD)** – Wade was the project manager on the US 12 Corridor Study between Aberdeen and Ipswich. The study developed consensus between SDDOT and local communities along a 20-mile stretch of rural US 12. The outcomes balanced SDDOT programming priorities with the local needs for improved mobility and safety.
- » **BEADLE COUNTY (HURON, SD) MASTER TRANSPORTATION PLAN** – The Beadle County MTP provides a 20-year planning framework for addressing future transportation needs within Beadle County, SD. With nearly 220 miles of paved roadway, a major point of analysis for Beadle County is the development of a PMP. A BIP was developed for Beadle County that addressed bridge investment priorities for short-term (2017-2021), intermediate (2022-2026), and long-range needs (2027-2037). The FIP for the Beadle County MTP was developed to be nearly fiscally constrained. The FIP is used to sew together both the PMP and BIP to ensure they are financially reasonable with a strategic implementation plan to maintain Beadle County transportation infrastructure over the next 20 years.
- » **CASS COUNTY (ND) AND WARD COUNTY (ND) COMPREHENSIVE AND TRANSPORTATION PLAN** – Wade served as the principal planner on the transportation element of both the Ward County and Cass County Comprehensive and Transportation Plan. KLJ developed a detailed county-wide transportation assessment looking at traffic, safety, pavement, and bridges. Additionally, KLJ developed several detailed subarea evaluations of key corridors and growth areas for significant county roadways. Ward County and Cass County represent two of the fastest growing and challenging transportation environments in North Dakota, each representing the geographic diversity in rural/urban transportation planning conflicts across both eastern and western North Dakota.



## Steve Grabill, PE, PTOE

### TRAFFIC AND TRANSPORTATION

#### REGISTRATION

Professional Engineer – CO, MT, ND, SD, MN, WY  
Professional Traffic Operations Engineer (PTOE)  
Land Surveyor in Training – MN

#### EDUCATION

BS Civil Engineering – North Dakota State  
University

*Steve has 30 years of experience in transportation planning and traffic engineering. He is adept at preparing transportation planning documents that are easy to understand by both technical and non-technical readers, and that provide staff and elected officials clear guidance for implementation. Steve has prepared and managed transportation planning and traffic studies in Montana, South Dakota, North Dakota, and Minnesota.*

### Relevant Experience

#### Lead Traffic Engineer | Kalispell Town Pump Traffic Impact Study | Kalispell, MT

KLJ completed a traffic impact study for a proposed Town Pump and convenience store improvement at the intersection of US 93 and Airport Road/Cemetery Road. The study included gathering traffic data, trip generation, crash analysis, and an analysis of proposed and nearby access. Recommendations included proceeding with discussions with the City of Kalispell regarding future expansion of Cemetery Road. The Town Pump facility has since been constructed.

#### Transportation Planner | Merrill Avenue Traffic Study | Glendive, MT

The Merrill Avenue Traffic Study was an MDT Traffic Term Services project that was conducted by KLJ to develop and evaluate alternatives to convert the roadway from a four-lane street to a three-lane street equipped with a center two-way left-turn lane (TWLTL) and enhanced pedestrian and bicycle facilities. Steve was the lead author and led analyses, which included alternative cross-sections and intersection improvements, crash data analysis and countermeasures, signal warrants and highway capacity analysis for signalized and unsignalized intersections, parking inventory, and analysis.

#### Lead Transportation Planner | Northern Cheyenne Tribe LRTP | Lame Deer, MT

Steve was the primary staff responsible for developing a new LRTP for the Northern Cheyenne Tribe. This plan inventoried and assessed the condition of Tribal roads, considered the needs of vehicles, bicyclists, pedestrians, and transit facilities and services. The plan provided recommendations for transportation infrastructure improvements and considered policies and strategies to maintain and enhance their transportation system over time.

#### Lead Transportation Planner | Flathead Indian Reservation Road Safety Audit (RSA) | Montana

KLJ completed an RSA for the Confederated Salish and Kootenai Tribes (CSKT), covering approximately 455 miles of roadway and 526 intersections on the Flathead Indian Reservation. Steve led analysis and was the primary author for the RSA that included a field inventory of signs, delineation and roadside elements, analysis of historical crash data, development of crash countermeasures, preparation of a priority improvements plan, and recommendations for best practices. A sign retroreflectivity maintenance policy was also established.

#### Lead Transportation Planner | Richland County MTP | Sidney, MT

Steve was the lead planner and author of the Richland County MTP. Steve led planning efforts to examine transportation needs within the county and its communities. The plan addressed all modes of transportation and provided detailed analysis and recommendations at trouble spots around the county.



**Mike Bittner, PE,  
PTOE, PTP, PMP**

**TRAFFIC AND  
TRANSPORTATION**

**REGISTRATION**

Professional Engineer – CO, ND, MN, MT, WY, SD,  
KS, FL, IA, OK

Professional Traffic Operations Engineer (PTOE)

Professional Transportation Planner (PTP)

Project Management Professional (PMP)

**EDUCATION**

MS Civil Engineering – North Dakota State University

BS Civil Engineering – University of North Dakota

*As the Traffic and Transportation Lead, Mike will serve as the lead for traffic operations, safety, and multimodal analyses. He will review signal and any necessary Intelligent Transportation Systems (ITS) design. As a PTP, PE, PTOE, PMP, and IMSA-certified Traffic Signal Field Technician Level II, Mike can carry a project from the earliest phases of planning to the most technical phases of construction. He has nearly a decade in the transportation field, managing projects from A (transformative Autonomous vehicle scenario planning) to Z (simple Zebra crosswalks). Mike's exemplary work, leadership, creativity, and communication skills have been commended regionally and nationally as the inaugural (2015) Midwest Institute of Transportation Engineers' (ITE) Rising Star Award winner, 2015 Young Transportation Professional of the Year Award from North Central (ITE), presentations at eight national conferences and author of three papers in the area of innovation traffic control, invitation into ITE's Leadership training program, and election onto the Midwest ITE Board of Direction. Mike has:*

- *Managed or authored corridor studies on nearly 300 miles of roadway over the past five years.*
- *Managed more than \$100 million worth of infrastructure improvements over the past two years.*
- *Led more than 100 public input meeting, stakeholder, and decision-maker meetings in the past five years.*

*Below are a few examples where he leverages scenario planning to plan for unknown future conditions.*

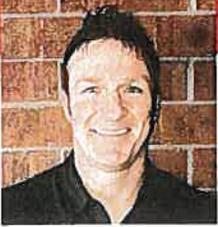
**Relevant Experience**

**Lead Traffic Engineer | Bismarck-Mandan Metropolitan Transportation Plan | Bismarck and Mandan, ND**

Mike developed a scenario analysis approach to the Bismarck-Mandan metropolitan area that evaluated a variety of emerging transportation trends. The emerging trends including evaluation of autonomous vehicles to the transportation system under various adoption rates, increased ride-sharing activity, and revised modal choice implications related to increased mixed-use land use scenarios.

**Lead Traffic Engineer | Western North Dakota Energy Boom Planning | Western North Dakota**

Between approximately 2009 and 2012, western North Dakota was experiencing unprecedented traffic growth related to energy activities and corresponding growth. KLJ was contracted to complete three of the largest projects in NDDOT history to accommodate this growth. Mike led a scenario planning effort to project future traffic volumes in complicated scenarios that involved identifying where oil activity was located, where the destinations were located, traffic comparisons between new oil pad development and extraction activities, corresponding population spikes related to new jobs, possible increase boom and recession scenarios, and the generation rates between trucks and cars.

**Eric Boivin****TRAFFIC DATA COLLECTION**

*Eric has 20 years of data collection experience, including manual counts, marketing, and project management. His data collection experience includes all forms of data collection, including TMC, ADT counts, origin destination studies (license plate recognition system methods), travel time studies, Blue Tooth Units, and radar data collection. Eric is responsible for scheduling and managing data collection and producing reports containing data. He has served on projects for local government agencies and consultants.*

*Eric is the office manager for ATD in Colorado. He began his career as a one-person office, taking care of quoting projects, collecting, and processing field data and sending out invoices for completed projects. As the office grew, additional staff were hired to complete field work and administrative tasks. Although ATD has six offices to date, Eric is primarily responsible for providing all clients with recommendations on the most affordable data options to best fulfill their needs. He is also responsible for final review of all data that is delivered to clients.*

**Relevant Experience****Data Collection | City of Denver Bike and Pedestrian Counts | Denver, CO**

ATD performed bicycle and pedestrian counts and inventory along five corridors for 14 hours during the week and weekend to be analyzed for utilization. These 2014-2015 counts included bicycle use in the roadway and sidewalk, as well as pedestrian and vehicle counts. Inventory of location of bike racks and occupancy of bikes was also collected during the analysis time.

**Data Collection | Statewide Bridge Counts | Colorado**

Since 2008, ATD has performed bridge counts for the State of Colorado. The 2,000, 24-hour volume counts placed at bridge locations are used in assisting bridge inspections across the state. The project rotates between three different regions of the state to accomplish safety evaluations on every bridge. The current project is in the horizontal north section of Colorado.

**Data Collection | CDOT Region 4 Traffic Signal Timing Projects | Colorado**

Traffic data was collected in 2016 during morning, noon, evening, and weekend peak hours on US 85, US 34, 10th Street, SH 119, and I-25 North.

**Data Collection | City of Greeley Signal Timing | Greeley, CO**

ATD collected 150 morning, noon, evening, and weekend TMC for traffic signal timing.

**Data Collection | City of Denver Signal Timing | Denver, CO**

ATD collected 400 morning, noon, and evening TMC for traffic signal timing updates.



**Kevin Mackey, PE, PTOE**

**TRAFFIC AND  
TRANSPORTATION**

**REGISTRATION**

Professional Engineer – MN  
Professional Traffic Operations Engineer (PTOE)

**EDUCATION**

Graduate Studies in Civil Engineering (Transportation Emphasis), BS Civil Engineering – North Dakota State University

*Kevin is a traffic engineer with seven years of experience in traffic engineering and transportation planning. His project experience includes traffic operations analyses, traffic forecasting, long-range planning, bicycle/pedestrian planning, safety analysis, and planning level roadway design. Kevin has extensive experience using analysis softwares for travel demand modeling/forecasting (Citilabs Cube), roadway capacity analysis (HCS, Synchro, PTV Vistro), microscopic traffic simulation (PTV Vissim), and spatial analysis (ArcGIS). In addition to his technical expertise, he has also authored several traffic engineering and transportation planning reports.*

**Relevant Experience**

**Transportation Planner | Northeast Bismarck Subarea Study | Bismarck, ND**

The study developed a future transportation infrastructure plan for the 12-square-mile growth area of northeast Bismarck. The study compared impacts of delayed investment in future transportation infrastructure on land use and development trends in northeast Bismarck. The study resulted in 2025 and 2040 Implementation Plan for transportation needs, preliminary justification report for a new I-94 access at 66th Street, and renewed consensus for a reliever roadway system through northeast Bismarck. Kevin's role in the project included demographics analysis, travel demand model analysis, traffic forecasting, and alternatives analysis.

**Travel Demand Modeler/Transportation Planner | Jamestown MTP | Jamestown, ND**

KLJ completed a MTP for the City of Jamestown. This transportation plan identified transportation improvement needs for all travel modes through 2040. Kevin developed a new travel demand model for the City to estimate traffic conditions under various roadway and development scenarios at 20 major intersections and along 53 miles of functionally classified roadways. In addition to travel demand modeling, he completed detailed traffic operations analysis, roadway safety analysis, and developed planning-level design concepts for potential transportation improvements. Kevin was also heavily involved in the public involvement process throughout the project.

**Traffic Engineer/Transportation Planner | Sheyenne Street Corridor Study | West Fargo, ND**

To address capacity issues and limited multimodal facilities, Kevin performed detailed operational and safety analyses and led the traffic forecasting effort to make corridor and intersection improvement recommendations for a three-mile segment of Sheyenne Street, which included recommendation at the interchange with I-94. This section of the Sheyenne Street corridor serves one of the major growth areas in West Fargo and has experienced increasing congestion issues due to the existing rural roadway character.

**Transportation Planner | Shelby MTP | Shelby, MT**

The Shelby MTP was completed to identify transportation improvement needs for all travel modes in Shelby through 2040. Kevin was actively involved in all phases of this project, which included data collection, traffic operations analysis, safety analysis, traffic projections, public involvement, project recommendations, and identification of potential funding sources. Recommendations from the study included roadway improvements, bicycle/pedestrian improvements, and highway/railroad grade crossing improvements.



**Oz Khan, EIT**

**TRAFFIC AND  
TRANSPORTATION**

**REGISTRATION**

Engineer-in-Training – MN

**EDUCATION**

PhD Transportation Logistics – North Dakota State University, Fargo (in progress)

MA Urban and Regional Planning – Minnesota State University, Mankato

BS Civil Engineering – Minnesota State University, Mankato

*Oz is a transportation engineer with more than five years of experience in transportation planning and traffic engineering, including traffic operations analysis, traffic forecasting, long-range planning, bicycle/pedestrian planning, and safety analysis. He is an experienced transportation planner with hands-on experience in various transportation modeling tools, including GIS, Vissim, and Synchro. Oz has authored numerous long-range transportation and traffic engineering reports.*

**Relevant Experience**

**Transportation Planner | Ward County Comprehensive Plan | Ward County, ND**

Oz assisted with development of Ward County's 2040 Comprehensive Plan. He developed the transportation chapter of the comprehensive plan, including creating high-quality graphics for the comprehensive plan.

**Transportation Planner | Several Counties and Cities | Minnesota**

Oz performed Americans with Disabilities Act (ADA) compliance checks on County facilities based on the requirements of Title II, state, and local government services of the ADA of 1990. Oz created GIS-based asset management framework and developed the ADA Transition Plan report, including writing the final report, preparing an ADA-specific webpage, providing public outreach material, and developing the procedure for filing grievances.

**Traffic Engineer | Trunk Highway 29 Corridor Study | Alexandria, MN**

The project involved a 2.9-mile corridor study of Trunk Highway 29 in Alexandria, MN. MnDOT was seeking recommendations to address the potential growth and future development around the corridor. Four key intersections within the corridor were examined. The study forecasted 2030 and 2045 traffic growth and identified the traffic operation and safety challenges for existing and future conditions and recommended several traffic control and access management alternatives. Oz served as the lead modeler and authored the corridor study reports.

**Traffic Engineer | Trunk Highway 10 Corridor Study | Royalton, MN**

The project involved a 1.5-mile corridor study of Trunk Highway 10 in Alexandria, MN. We examined 13 intersections within the corridor. The goal of the project was to identify a preferred access management concept for the corridor. The study identified the existing traffic operation and safety issues in the corridor that will be used to develop solutions to improve safety and reduce congestion on the corridor. Oz served as the lead modeler and authored the final existing corridor study report.

**Traffic Engineer | MnDOT Trunk Highway Speed Limit Evaluation | Minnesota**

Oz worked on a Minnesota Legislature study of its rural, two-lane, two-way, 55 mph trunk highways to determine if it is safe to increase speed limits to 60 mph. The project included the study of more than 5,000 miles of trunk highway, including speed sampling, field investigations, data analysis, and reporting. Oz created reports for the study segments, which included summary of crash analysis, speed profiles, and field attributes, as well as written narratives of other corridor characteristics.



**Daniel Elder**

**TRANSPORTATION PLANNER**

**EDUCATION**

MS Urban and Regional Planning; BA Geography – University of Iowa

*Daniel is an urban planner with experience in long-range comprehensive planning and expertise in the areas of community development, affordable housing policy, and watershed planning. He has experience performing analysis using GIS for communities and watersheds. Daniel earned a master’s degree in urban and regional planning, with an emphasis in land use and environmental planning, and housing policy and community development.*

**Relevant Experience**

**Community Development Intern | City of Champlin Housing Rehabilitation Strategy | Champlin, MN**

Daniel researched and developed a housing rehabilitation strategy for Champlin. He researched and assisted in code enforcement for temporary/permanent signs and zoning code. Daniel developed an interactive story map for the city showcasing active development proposals.

**Graduate Student | Cedar County Comprehensive Plan | Cedar County, IA**

Daniel helped lead the development of a comprehensive plan for Cedar County, IA. He was responsible for leading the plan’s public engagement, creating surveys, and leading public events. Daniel also wrote several chapters of the plan, including future land use, housing, and the implementation section of the plan.

**Graduate Teaching Assistant | University of Iowa Geography Department | Iowa City, IA**

Daniel was responsible for teaching three sections of 75 students “Intro to GIS,” three times a week. He created lectures on lab topics, created lab homework, graded students work, and instructed students on how to use GIS software.

**Planning Intern | English River Watershed Management Authority | Kalona, IA**

Daniel created a model of the entire watershed that helped in the selection of best parcels for investment of federal grant money. He designed maps showcasing impervious surfaces for the entire watershed.

**Graduate Student | Housing Needs Assessment | Bloomfield, IA**

Daniel helped in the research of current housing conditions and future needs for the city. He wrote recommendations to improve existing housing stock and ways to encourage new housing development. Daniel mapped various conditions across the city, including size and energy use data of properties.

**IT Analyst | University of Iowa | Iowa City, IA**

Daniel provided technical guidance to construct a virtual reality gravity simulation that won a \$405,000 grant from the National Science Foundation.

<p>DISTRICT COURT, GARFIELD COUNTY, COLORADO</p> <p>109 8<sup>th</sup> Street Suite 104 Glenwood Springs, CO 81601</p>	<p style="text-align: center;"><b>▲ COURT USE ONLY ▲</b></p> <p style="text-align: center;">Case Number: 2020CV30062 Div.:</p>
<p>SILT CASTLE LLC d/b/a THE KIND CASTLE, a Colorado Limited Liability Company,</p> <p>Plaintiff,</p> <p>v.</p> <p>TOWN OF SILT through its Board of Trustees, and KEITH RICHEL, KYE KNOTT, JERRY SEIFERT, ANDREIA POSTON, DINA PRIETO, JUSTIN BRITNAL, and SAM WALLS in their official capacity as Trustees,</p> <p>Defendants.</p>	
<p><i>Attorneys for Defendants</i></p> <p>J. Andrew Nathan, Reg. No. 3295 Nicholas C. Poppe, Reg. No. 47507 NATHAN DUMM &amp; MAYER P.C. 7900 E. Union Avenue, Suite 600 Denver, CO 80237-2776 Phone Number: (303) 691-3737 Email: <a href="mailto:ANathan@ndm-law.com">ANathan@ndm-law.com</a>; <a href="mailto:npoppe@ndm-law.com">npoppe@ndm-law.com</a></p>	
<p><b>JOINT STIPULATION FOR DISMISSAL WITH PREJUDICE</b></p>	

Silt Castle LLC, d/b/a The Kind Castle, and the Town of Silt and its Board of Trustees, by and through their respective counsel, hereby submit the following Joint Stipulation for Dismissal, with prejudice:

1. The Kind Castle agrees to dismiss all claims pled in this case, with prejudice, and bear its own attorney's fees and costs.

2. Consistent with C.R.C.P. 106, The Kind Castle agrees that it remains liable to pay the costs associated with preparation of the record and will provide payment to the Town or its counsel within fourteen days of this Stipulation being filed.

3. In exchange for dismissal with prejudice and payment of the record as set forth in paragraphs one and two of this Stipulation, the Town agrees to waive any right to collect its attorney's fees and costs related to this matter.

4. Wherefore, the parties respectfully request that the Court dismiss this case, with prejudice, each party to bear their own attorney's fees and costs, except that The Kind Castle shall remain responsible for payment of the costs associated with preparation of the record.

Respectfully submitted,

---

Trevor H. McGarvey, Esq.  
1888 Sherman St., Suite 200  
Denver, CO 80203  
[thmcgarveyattorney@gmail.com](mailto:thmcgarveyattorney@gmail.com)  
*Attorney for The Kind Castle*

-AND-

---

*/s/Nick Poppe*  
J. Andrew Nathan, #3295  
Nicholas C. Poppe, #47507  
*Attorneys for Defendants*

**CERTIFICATE OF SERVICE**

I hereby certify that on this Day day of July, 2020, a true and correct copy of the foregoing **CAPTION** was served via the State of Colorado's e-filing system upon the following:

Trevor H. McGarvey, Esq.  
1888 Sherman St., Suite 200  
Denver, CO 80203  
[thmgarveyattorney@gmail.com](mailto:thmgarveyattorney@gmail.com)

/s/Kirstin Baker \_\_\_\_\_  
Kirstin Baker, Paralegal

<p>I. DISTRICT COURT, GARFIELD COUNTY, COLORADO</p> <p>109 8<sup>th</sup> Street Suite 104 Glenwood Springs, CO 81601</p>	<p style="text-align: center;"><b>▲ COURT USE ONLY ▲</b></p> <p>Case Number: 2020CV30062 Div.:</p>
<p>SILT CASTLE LLC d/b/a THE KIND CASTLE, a Colorado Limited Liability Company,</p> <p>Plaintiff,</p> <p>v.</p> <p>TOWN OF SILT through its Board of Trustees, and KEITH RICHEL, KYE KNOTT, JERRY SEIFERT, ANDREIA POSTON, DINA PRIETO, JUSTIN BRITNAL, and SAM WALLS in their official capacity as Trustees,</p> <p>Defendants.</p>	
<p style="text-align: center;"><b>ORDER GRANTING JOINT STIPULATION FOR DISMISSAL WITH PREJUDICE</b></p>	

THIS MATTER, having come before the Court upon the parties' Joint Stipulation for Dismissal with prejudice and the Court being fully advised,

HEREBY GRANTS the Stipulation. This case shall be dismissed, with prejudice, each party to bear their own attorney's fees and costs, except that The Kind Castle shall pay for the costs associated with preparation of the Rule 106 record and will provide payment to the Town or its counsel within fourteen days of this Stipulation being filed.

---

District Court Judge



Date: July 8, 2020  
To: Mayor Richel & Board of Trustees  
From: Jeff Layman, Town Administrator  
Subject: Staff Report

---

Activities, initiatives and news:

- **Community Communications Improvement Grant**
  - Our first newsletter, utilizing a **\$2600 grant** from the Colorado State Internet Portal Authority (SIPA), has been published. You will recall that we budgeted a \$3,000 match to make the system operational. The idea of the new and enhanced method is to use the latest in cloud computing to connect more efficiently with more people.
  
- **Corona Virus**
  - We will continue to monitor the situation through a variety of means, including a weekly Garfield County Town and County Manager's update call.
  - Silt Town Hall has reopened, but we are asking our customers to use alternative methods to personally paying their utility bills, including on-line, over the phone and by mailed check. We have taken universally accepted precautions to protect out workers.
  - We continue to provide six feet of separation between participants in Board of Trustees meetings, while staff and public attendance is by virtual means.
  - It is important to note that most of the precautions we are taking are universally applicable to the prevention of disease.
  
- **Businesses Thankful to the Town**
- Silt restaurants Miner's Claim and Burning Mountain Pizza and Subs both have expressed their appreciation to Trustees for the arrangements made to help them be able to operate in this new reality. Both received Town of Silt festival tents in order for them to expand their operations out of doors, and the Town arranged for Miner's Claim to use 8<sup>th</sup> Street for restaurant space. Miner's Claim is considering acquiring a winter rated tent for the upcoming season and has inquired about the Town extending its License Agreement of 8<sup>th</sup> street through the winter.

- **CRAFT Grant**
  - As you know, the Town of Parachute applied for this grant on behalf of the Towns of Silt, Parachute, New Castle and Rifle to assist us in developing and marketing our recreational amenities, including the Colorado River. We received that grant and the public sessions begin next week.
  - Due to COVID concerns, only one meeting was held before being relegated to virtual meetings. We have spent several sessions together seeing presentations on what other Colorado regions have done to attract attention and brainstorm among ourselves. We have now started to process this information and apply it to our region. Should any Trustees wish to participate, I'll gladly pass along the meeting schedule and invitation.
- **Human Resources Consulting**
  - Our new HR consultant (ILG) has provided us with a draft of an updated employee handbook. Staff is reviewing the work now. As you know, the salary survey that ILG planned to conduct for us this year has been put on hold due to the pandemic. ILG will evaluate how new legislation regarding sick time and unemployment insurance may affect the Town of Silt.
- **OHV News**
  - As you know, I met with Garfield County Assistant Manager Fred Jarman just prior to the pandemic to understand how we might go about requesting the modification of the OHV restricted areas north of Silt. The goal is to get the County to ease these restrictions, at least in part, so that Silt residents and guests can drive their machines to the Federal lands north of Town. I'll pull our OHV subcommittee together again soon to discuss.
- **Fire Danger Presented by Overgrown Lots**
  - The PD distributed letters to homeowners responsible for the lands north of Stoney Ridge Park and along the recreation trail, asking them to trim up their lots in comply with Town Code and help us avoid wildfire in the area. See Chief Kite's report for an example of this letter.
- **Water/Wastewater Plants Under New Management**
  - Following the retirement of Utilities Director Jack Castle, the plants were put under the capable management of Public Works Director Trey Fonner. The position of Utilities Director will not be replaced at this time. We have brought back the old Town of Silt position of Water/Wastewater Foreman and promoted Zubin Falberg. As will be presented in the July 13 meeting, the new team, including Town Engineer Deric Walter, has hit the ground running and making significant progress in assessing the plants.

In his last couple of months, Jack was extremely busy with some routine and not so routine activities. He led the team in replacing the switches and some bearings on the belt press in the wastewater plant, pulled and replaced both of the raw water pumps, the wiring from the water plant to the raw water pumps, some automated valves, air controllers, electrical components, vacuum pump, blower, air compressor pump and motor and the air lines that control the valves.

- **I-70 Interchange Interim Improvements**

- In the wake of the fatality bike/truck crash last week, we have met with CDOT officials to explore how to better safeguard the many pedestrians and cyclists who use the overpass. CDOT will likely be installing signs to warn motorists to watch for cyclists and pedestrians, signs advising cyclists and pedestrians of the underpass to the east and speed limit signs. They are advising a 15 MPH speed limit. We are additionally exploring the idea of providing a walk/bike lane on one side of the bridge, although the width of the bridge makes this difficult.

Obviously, these measures will be in place until a new interchange and/or ped/bike bridge can be constructed.

- **Irrigation System**

- We had some irrigation system challenges recently when the Ware and Hinds Ditch flow was interrupted by a human caused mistake. At about the same time, the Town's main pump on the Cactus Valley Ditch failed. Service has now been fully restored, but the incident illustrates how important it is for residents to water ONLY on their prescribed days, use only what they are authorized and to refrain from using treated water for irrigation purposes.

- **Town of Silt Owned Real Estate for Sale**

- Attached you will find the report I receive monthly from Realtor Joe Carpenter. It is from a service called "List Trac" and provides a measure of online "performance". The report shows that both of our lots for sale received 12 views. This includes our lots on River Frontage Road near the Holiday Inn Express and our lot on Main Street next to Kum n Go.

- **Silt News!**

- Attached for your reading pleasure.....

JULY 01, 2020 ()

# Your Property

online activity related to your property



## 1535 River Frontage

\$220,000

Located in a designated Opportunity Zone, this is an ideal location for a restaurant or C-store with I-70 exposure and easy freeway access....

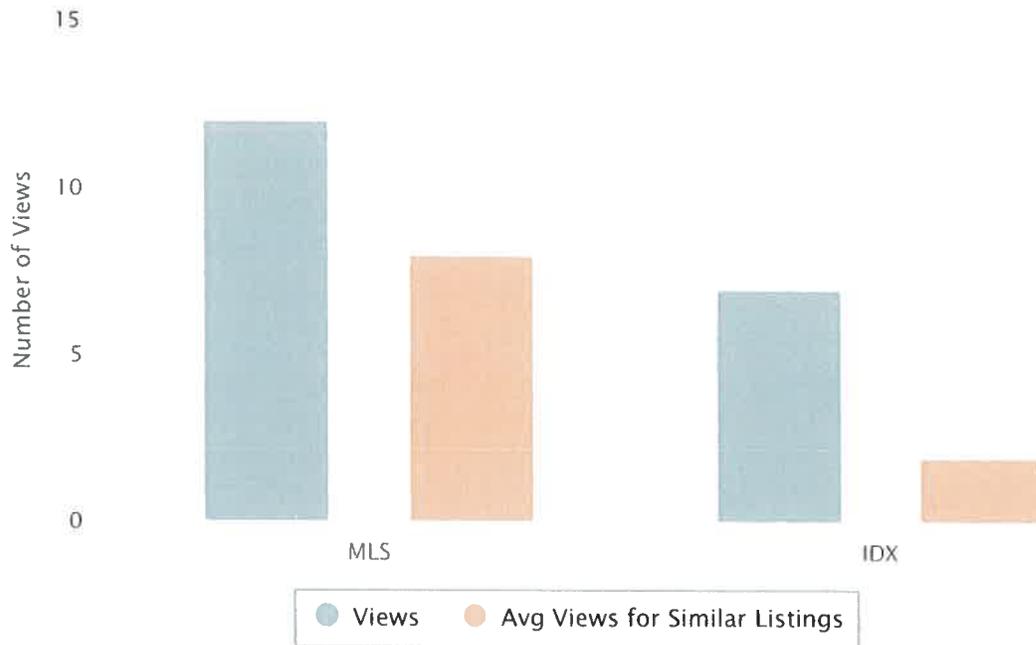
view details (<http://agsmls.listtrac.com/159786>)

## Online Activity

day | week | month

## Views

Number of times your listing was viewed



## Views

The 'Views' chart provides a measure of popularity for your listing online. This measurement shows how often your listing was viewed over the past week, as well as the number of unique people viewing your listing.

day | week | month

JULY 01, 2020 ()

# Your Property

online activity related to your property



## 1007 Hwy 6 & 24

\$199,000

Located in a designated OPPORTUNITY ZONE offering potentially significant capital gains benefits. Outstanding visibility and exposure along Hwy 6 &...

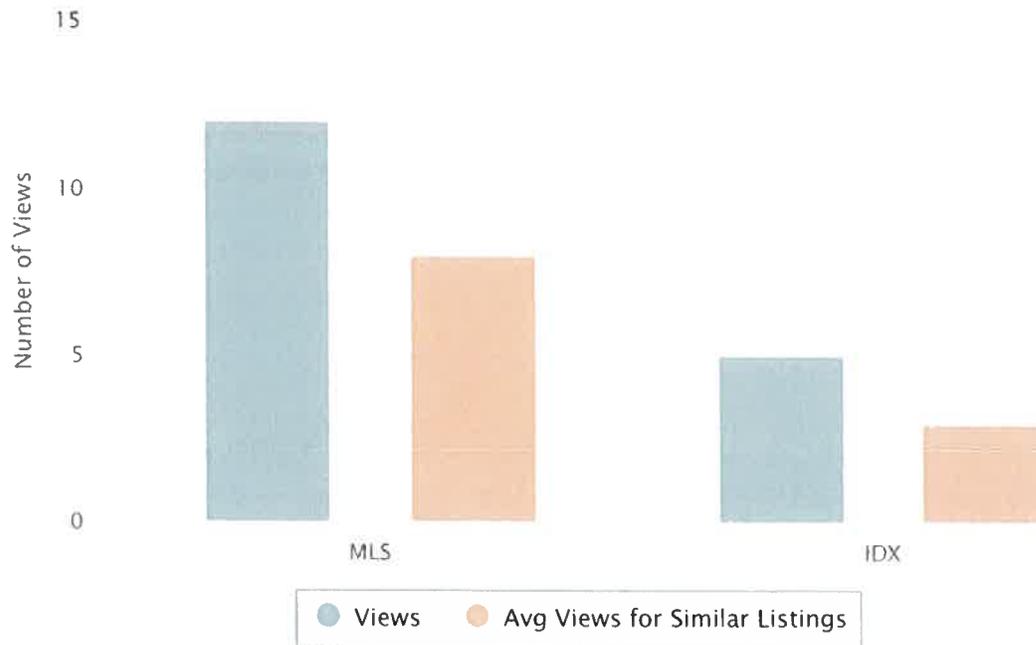
view details (<http://agsmls.listtrac.com/159787>)

## Online Activity

day | week | month

## Views

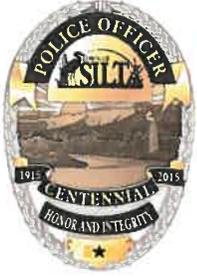
Number of times your listing was viewed



## Views

The 'Views' chart provides a measure of popularity for your listing online. This measurement shows how often your listing was viewed over the past week, as well as the number of unique people viewing your listing.

day | week | month



## SILT POLICE DEPARTMENT

231 North Seventh Street / PO Box 70 / Silt CO 81652

Phone: 970-876-2735 / Fax: 970-876-0205

To : Jeff Layman  
From : Chief Kite  
Re: Monthly Activity Report , June 30 2020

In the month of June 2020 the Silt Police Department had 364 calls for service.

34 penalty assessment tickets were issued for traffic violations.

85 warnings were issued for infractions of the law.

20 calls for service were related to Animal Complaints.

There were also 27 arrests made by the Silt police Department for criminal charges in the month of June and 2 Juvenile arrests.

At the end of June 2019, the total number of calls for service was 480

There were 0 K9 deployments and 0 finds.

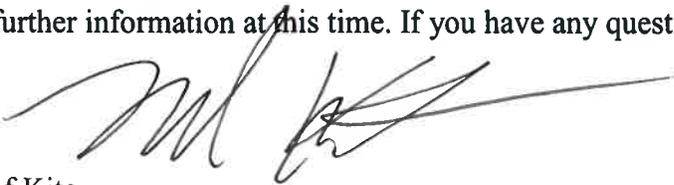
We are testing for the open police officer position on the 10th.

We will be testing for the sergeant position on the 24th.

We have handed out letters to residence's for interference of low hanging limbs over walkways and fire mitigation.

### Community relations

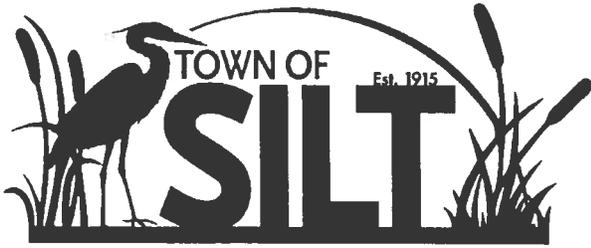
No further information at this time. If you have any questions please contact me.



Chief Kite



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Incidents 2020	338	291	347	299	398	364							2037
INCIDENTS 2019	446	365	359	408	459	480	441	494	324	381	327	327	4403
Cases 2020	30	16	24	22	38	31							161
CASES 2019	16	29	19	23	28	31	21	32	25	34	22	16	273
Animal 2020	18	11	26	11	31	20							117
ANIMAL 2019	12	13	24	23	29	21	25	19	18	19	26	23	229
Adult Arrests 2020	36	22	19	29	24	27							157
ADULT ARRESTS 19	12	22	12	20	21	37	25	30	12	30	31	32	264
Juvenile Arrests 2020	1	1	0	13	2	2							19
JUVENILE ARRESTS 19	2	5	0	0	0	3	4	3	2	1	3	0	23
Tickets 2020	43	44	37	55	29	34							242
TICKETS 2019	60	43	42	29	62	58	78	52	22	53	42	29	541
Warnings 2020	74	92	90	63	68	85							472
WARNINGS 2019	111	100	90	48	104	124	100	97	60	107	88	30	1012



231 N. 7<sup>th</sup> Street / P.O. Box 70 / Silt, CO 81652  
Phone: 970-876-2353 / Fax: 970-876-2937

---

July 1, 2020

Dear Homeowner:

A recent concern expressed to Town administration by citizens is the failure of homeowners to trim trees on their properties, especially those trees that are not in good health and may have dried out over the winter, or that are encroaching on public rights-of-way. Your property has been identified as having trees that are in need of trimming or removal for constituting a hazard to the public. Please inspect your entire property for trees that may be overhanging trails, sidewalks, or other public properties, to eliminate troublesome trees/branches.

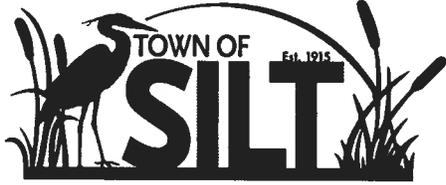
The Town code states:

12.16.130 Pruning and clearance.

Every owner of any tree or vegetation on his/her property which overhangs a street, right-of-way, alley, lane, corner or any other public area or way within the town shall prune the branches so that such branches shall not obstruct the light of a street lamp or obstruct the view of any intersection, and that there shall be a clear space of ten feet above the sidewalk and thirteen feet above the street. An owner shall remove all dead, diseased or dangerous branches, or broken or decayed limbs on their trees or vegetation which constitute a menace to the safety of the public, and shall bear the full financial burden of removal.

The Town appreciates the efforts of homeowners to maintain their properties. Thank you in advance for your prompt attention to this matter.

Jeff Layman, Town Administrator



## Public Works Department

*Trey H Fonner*  
*Public Works Director*

# Memo

**To:** Jeff Layman, Town Administrator  
**From:** Trey Fonner, Public Works Director  
**Cc:** File  
**Date:** July 6, 2020  
**Subject:** Public Works Department Report

---

The following department report is a snapshot of some of the tasks and projects the Public Works and Water/wastewater staff has undertaken over the past several weeks.

### **PUBLIC WORKS:**

- Finish Community Park irrigation system upgrade
- Pick up down tree limbs around Town from wind storm
- Mow roadsides
- Assist with river inlet at Water plant
- Weekly maintenance requests at Senior Housing
- Build shelter at Willow irrigation pump station
- Park sprinkler maintenance
- Park mowing as scheduled
- 1195 Grand Ave, fix irrigation main problem
- Fix grave at cemetery that had settled
- Replace water valve to wet down the infield at Stoney Ridge Ballfield
- Ware and Hines ditch went down, shut off pumps to outlying subdivisions to try and refill tanks
- Meet with Ware and Hines ditch walker on when water would be back in ditch
- Service on work trucks
- Replace kitchen floor in Senior housing apartment 210
- Clean out Senior housing apartment 108, left by old tenant
- Eric Grant resigned his position with the Town of Silt
- Casey Carbone-Marron moved from Public works and started training at Water Plant
- Advertised for open position in Public Works
- Held 4 interviews for Public Works position
- Hired Howard Jewell first day is 07/06/2020
- Meet with Engineers and property owner at 765 Front St. on waterline project
- Meeting on possible grants for Senior Housing plumbing and electric upgrades
- Yearly testing of fire/CO alarms at Senior Housing
- Site visit at Silt River Preserve on pond rehabilitation
- Demonstration on IWorq Public works software

## **WATER/WASTEWATER:**

4 loads of sludge wasted

Lab work, Dailies, weeklies and DMR for water and wastewater

Check lift station at Holiday inn and KOA

mowed and weed-eat

Daily cleaning procedure on skids

Gather required State samples

Replace pump on skid number 2

Clean river intake

Read meters

Weekly field testing of water

10,965,537 gallons of finished water made from 24,553,000 of raw water

Change all state paperwork over, Zubin is now ORC of Water plant, papers have been filed on Wastewater plant but have not made it through there system yet

State paperwork now list Trey as ORC of Distribution system and Collection System

Meeting with Engineer and Staff over next steps to take with water plant upgrades and pre treatment process's

Start training with Casey

Change out 24 membranes on skid 2





Date: July 2, 2020

To: Mayor, Trustees and Administrator Layman

From: Sheila McIntyre, Town Clerk/ Municipal Court Clerk

Re: Staff report for June 2020

Town Clerk duties:

- Conference call with attorney regarding changes to SMC related to municipal court
- Ordered replacement phones for employees
- Attended regular BOT meetings by Zoom
- Attended staff meetings
- Updated GETS/WPS
- Attended webinar hosted by State Marijuana Division
- Signed A/P and payroll checks
- Prepared and emailed various public notices to newspaper
- Index filing
- Prepared directives list
- Took deposits to bank
- Prepared and sent out BOT packets
- Follow up on meetings and transcribed minutes
- Reviewed employee manual revisions
- Misc research for various staff members
- Customer service

Municipal Court & Police Dept. duties:

- Submitted OJW release report for DOR
- Contacted defendants to cancel court
- Input municipal tickets and parking tickets along with payments
- Contacting people re: court order requirements, payments and appearances
- Correspondences with Prosecuting Attorney & Judge regarding cases and plea deals
- Released bench warrant and OJW's
- Sealed juvenile cases
- Processed plea deals
- Submitted Warrantless Arrest Affidavits to DA's office

A handwritten signature in blue ink, consisting of a stylized, cursive letter 'S' followed by a checkmark-like flourish.

## MEMORANDUM

**TO:** Jeff Layman, Town Administrator  
**FROM:** Janet Aluise, Community Development Director  
**DATE:** July 8, 2020

Please accept this memo as a monthly report for June 8, 2020 to July 12, 2020

### Studies/Master Plans/Research

Social Distancing (State & County) - Submitted

### Pre-Application Conferences/Submittals

Schoeller Appeal & SUP for Modular Duplex Pre-App  
Village @ Painted Pastures Final Plat  
Moore Lot Line Adjustment Follow-Up

### Building Department

Zoning Review (Fences, Sheds, Decks)  
Contractor Licensing, BEST Tests (11)  
Permit Issuance (23)

### Administration

Staff/Jeff meetings (4)  
LED Sign Changes (21)  
Website Revisions for 2020 (All departments)  
P & Z meeting minutes  
2021 Draft Budget Predictions  
Field Reservation Form & Provisions (Deposit)

### Agreements

Reservations of Parks, Fields & Pavilion  
Village at Painted Pastures ADA & SIA  
701 Main St Property Owner (Farmers' Market)

### Recreation

Soccer Clinic  
Scavenger Hunt for Easter Eggs  
Parks, Recreation, Culture Master Plan

### Grants

Discussion re: FMLD Fall Grant  
Overview of REDI Grant

### Meetings/Events

P & Z & BOT Meetings (4)  
Numerous Metro District Staff Meetings  
Regional Public Information Meetings  
Employee Appreciation

### Economic Development

Fee-Share Discussions (Sales Tax Rebate)  
Water/Ice Dispenser – 9<sup>th</sup> & Main  
Commercial Building in Silt Trade Center  
Divide Creek PUD – Interested Developer

### Subdivisions

Spruce Meadows Maintenance  
Stoney Ridge PUD – SWCD issues w/ ditch  
Painted Pastures Village Final Plat

### Resolutions

Resolution 30 (W/WW System Imp Fees)  
Resolution 18 (Village Final Plat)

### Ordinances

Ords 7 & 12, Marijuana Code Changes

### Special Events

Beautiful Yard Contest (Rounds 1 & 2)  
Movie Night in the Park (2)  
Business Highlight Program (10 businesses)  
Food Voucher Program Wrap-Up (254)  
Farmers' Market (10 vendors)

### Intergovernmental

New Castle Recreation – Field Rental  
Garfield County – Building Permit Reports



# 2020 Applications

Received	Type	Permit No.	Issued	Structure	Address	Contractor/Applicant	EQRs	Valuation
1/2/2020	Misc	20-001	1/13/2020	Replace Windows	305 S. Golden Drive	Renewal by Andersen/Shivley	0	\$42,963.00
1/10/2020	Misc	20-002	1/10/2020	Replace Furnace	240 Sheryl Drive	Gillian/Ohman/A1 Heating	0	\$4,862.85
1/10/2020	Building	20-003	2/28/2020	SFD	759 Eagles Nest Drive	Javier Orozco/Lucky Seven LLC	1	\$207,375.20
1/16/2020	Misc	20-004	1/16/2020	Replace Interior Water Lines	511 Home Avenue	KKDK3785 LLC/Owner	0	\$1,700.00
1/15/2020	Misc	20-005	1/16/2020	Replace 2 Windows	1440 Grand Avenue	U Got It Contracting/Richard Ludwig	0	\$1,100.00
1/16/2020	Misc	20-006	1/16/2020	Finish Basement	240 Fieldstone Court	Ben Kirk/Owner	0	\$5,000.00
1/24/2020	Misc	20-007	1/24/2020	Add Exterior Hose Bib	101 N. 9th Street	US Boiler/Marcus Slaton	0	\$822.00
1/29/2020	Misc	20-008	1/29/2020	Break Room Wall	231 N. 7th Street	Town of Silt/Owner	0	\$2,889.20
1/29/2020	Building	20-009	2/14/2020	SFD	1725 Belgian Loop	TW Woodworks/Owner	1	\$165,754.61
1/29/2020	Excavation	20-010	2/24/2020	Excavate to Install Irrigation	Stoney Ridge II	Tamerral/Ridge Runner LLC	0	\$166,086.00
1/30/2020	Demolition	20-011	4/1/2020	Demo Abandoned Structure	512 Main Street	Alpine Landscaping/Wallace	0	\$4,800.00
2/3/2020	Commercial	20-012	2/18/2020	Expand Limited Access Area	730 Main Street	Whiteland Works LTD/High Q	0	\$26,011.00
2/4/2020	Misc	20-013	2/4/2020	Replace Water Heater	1225 Grand Avenue	Summit Mechanical/Centeno	0	\$1,100.00
2/7/2020	Demolition	20-014	2/11/2020	Demo Floor & Partial Wall	730 Main Street	Whiteland Works LTD/High Q	0	\$1,500.00
2/13/2020	Misc	20-015	2/28/2020	Heater Unit Mobile Home	1325 Ballard Avenue	US Boiler/Rick Samora	0	\$700.00
2/14/2020	Misc	20-016	2/14/2020	Replace Water Service Line	331 N. 7th Street	US Boiler/Cigarroa	0	\$5,500.00
2/18/2020	Misc	20-017	2/20/2020	Install Propane Tank	520 River Frontage Rd.	Cameron Construction/Golden Gate	0	\$17,100.00
2/21/2020	Excavation	20-018	2/24/2020	New Light Pole	13th & Grand Ave	Xcel Energy	0	\$2,500.00
3/3/2020	Demolition	20-019	3/3/2020	Demo Shed	361 N.9th Street	Miguel Herrera/Owner	0	\$300.00
3/3/2020	Building	20-020	3/3/2020	Addition	361 N. 9th Street	Miguel Herrera/Owner	0	\$51,415.20
3/3/2020	Misc	20-021	3/3/2020	Fence	1293 Bedrock Circle	Doug Van Schooneveld/Owner	0	\$366.00
3/10/2020	Excavation	20-022	3/10/2020	Lot Grading	734 N. 7th Street	Jesse Schoeller/Owner	0	\$1,000.00
3/10/2020	Misc	20-023	3/10/2020	Residing house	1410 Ballard Avenue	Sandy & Edward Burns/Owner	0	\$1,130.00
3/11/2020	Excavation	20-024	3/11/2020	Replace sewer service line	431 N. 4th Street	Miles Rippy/Kipp Ertl	0	\$1,500.00
3/11/2020	Misc	20-025	3/11/2020	Garage	840 Ballard Avenue	Anibal & Jessica Hernandez/Owner	0	\$10,272.00
3/9/2020	Building	20-026	3/18/2020	SFD 2 of 13	629 River Frontage Rd.	Ray Nielsen/River Run Colorado Q02BLLC	0.6	\$68,479.89
3/9/2020	Building	20-027	3/18/2020	SFD 3 of 13	629 River Frontage Rd.	Ray Nielsen/River Run Colorado Q02BLLC	0.6	\$68,479.89
3/9/2020	Building	20-028	3/18/2020	SFD 3 of 13	629 River Frontage Rd.	Ray Nielsen/River Run Colorado Q02BLLC	0.6	\$68,479.89
3/9/2020	Building	20-029	3/18/2020	SFD 4 of 13	629 River Frontage Rd.	Ray Nielsen/River Run Colorado Q02BLLC	0.6	\$68,479.89

3/9/2020	Misc	20-030	3/9/2020	Reroof	2128 Morningstar Drive	Dorothy Anderson/Owner	0	\$3,127.00
3/12/2020	Excavation	20-031	3/12/2020	Replace sewer line	511 Home Avenue	Miles Rippy/Kipp Ertl	0	\$400.00
3/13/2020	Misc	20-032	3/13/2020	Replace H2O service	622 Main Street	Chenoweth/Owner	0	\$4,200.00
3/11/2020	Misc	20-033	3/17/2020	Green House	Silt River Preserve	Town of Silt/Highwater Farms	0	\$5,000.00
3/11/2020	Excavation	20-034	3/23/2020	Trench for utilities	1913 Pioneer Drive	Comcast/STC	0	\$8,300.00
3/19/2020	Misc	20-035	3/20/2020	Basement Bathroom	1225 Home Avenue	Brett & Barb Asplund/Owner	0	\$2,700.00
3/23/2020	Excavation	20-036	3/23/2020	Replace sewer line	840 Main Street	Marcus Slaton / Alpine Landscaping	0	\$2,500.00
3/30/2020	Misc	20-037	3/30/2020	Reroof	1110 Em Avenue	Laurie Hawkins/ PJ Roofing	0	\$5,850.00
3/30/2020	Misc	20-038	4/2/2020	Replace porch and cover	402 Home Avenue	Forrest Jacobs	0	\$6,000.00
4/2/2020	Misc	20-039	4/3/2020	Kitchen Remodel	454 Eagles Nest Drive	Hillary & Dave Byd / John Nickel	0	\$25,000.00
4/3/2020	Misc	20-040	4/7/2020	Replace 11 windows	525 Ballard Avenue	Felipe Sanchez/Owner	0	\$2,100.00
4/6/2020	Excavation	20-041	4/7/2020	Boring for comcast	1241 Ballard Avenue	Comcast/STC	0	\$2,500.00
4/6/2020	Misc	20-042	4/7/2020	Replace Deck	2032 Morning Star	Delgado /High Country Building Group	0	\$5,000.00
4/7/2020	Misc	20-043	4/8/2020	Back porch	414 W. Richard Avenue	Laura Valencia/Owner	0	\$4,176.00
4/7/2020	Building	20-044	TBD	SFD	1754 Belgian Loop	Tim Wittenberg	1.6	\$243,517.35
4/9/2020	Excavating	20-045	4/9/2020	Replace Clip on Cabinet	16th & Grand Avenue	Xcel Energy	0	\$34,000.00
4/9/2020	Misc	20-046	4/14/2020	Replace Sewer Service Line	642 Grand Avenue	Gloria & David Lopez	0	\$200.00
4/13/2020	Misc	20-047	4/16/2020	New Fence	1180 Ballard Avenue	Rafael Gutierrez	0	\$2,534.00
4/14/2020	Misc	20-048	4/14/2020	Replace Sewer Service Line	391 N. 8th Street	Jesse Payne/Owner	0	\$339.53
4/15/2020	Misc	20-049	4/23/2020	Patio Cover	2029 Pioneer Drive	Isidoro Anguiano	0	\$3,523.50
4/20/2020	Misc	20-050	4/20/2020	Irrigation and Landscaping	223 Roan Court	Sean Gooding/Luke McCullough	0	\$1,200.00
4/20/2020	Misc	20-051	4/22/2020	Windows & Door	430 N. 7th Street	Renewal By Andersen/Garray	0	\$7,983.00
4/20/2020	Misc	20-052	4/22/2020	Pergola	894 Red Tail Lane	Doug & Michelle Williams/Owner	0	\$7,057.96
4/20/2020	Misc	20-053	5/5/2020	Basement Finish	457 Eagles Nest Drive	Jose Galagos/Caleta Construction	0	\$20,000.00
4/22/2020	Excavation	20-054	4/22/2020	Boring for Electrical Service	Painted Pastures	Xcel Energy/Q3 Contracting	0	\$104,800.00
4/22/2020	Misc	20-055	4/22/2020	Fence	149 S. Golden Drive	Mike & Diane Boling/Owner	0	\$3,724.95
4/27/2020	Misc	20-056	5/26/2020	Roof Mounted Solar System	361 N. 8th Street	Big Dog Solar/Laurie Barker	0	\$17,000.00
4/28/2020	Excavation	20-057	4/28/2020	Excavate/Replace Curb Stop	216 N.2nd Street	Jay Stevens/Owner	0	\$500.00
4/28/2020	Misc	20-058	6/16/2020	Basement Finish	1285 Bedrock Circle	Gustavor & Heidi Escalante/Owner	0	\$17,647.20
4/29/2020	Misc	20-059	6/3/2020	Fence	1295 Bedrock Circle	Eric Arnette/Owner	0	\$1,583.75
4/29/2020	misc	20-060	5/6/2020	Shed over Pump Station	580 Ballard Avenue	Town of Silt	0	\$1,208.54
5/5/2020	Misc	20-061	5/5/2020	Reroof	1419 Ballard Avenue	Gabriela Morales/Owner	0	\$2,500.00
5/5/2020	Misc	20-062	5/5/2020	Reroof	1415 Ballard Avenue	Clover Rayne & Dustin Johnson/Owner	0	\$2,500.00
5/1/2020	Sign	20-063	TBD	Business Sign	701 Main Street	Skip's Farm To Market	0	TBD

5/6/2020	Misc	20-064	5/7/2020	Replace Water Heater	261 Valley Drive	Mike Styk/B Tech	0	\$762.00
5/7/2020	Misc	20-065	5/7/2020	Fence	1135 Em Avenue	Bravo/Casas/Owner	0	\$500.00
5/8/2020	Misc	20-066	5/14/2020	Windows & Door	888 Standing Deer Dr.	Renewal by Andersen/Pena	0	\$7,616.00
5/8/2020	Misc	20-067	5/12/2020	Reroof	2029 Pioneer Dr.	Anguiano/Owner	0	\$1,600.00
5/8/2020	Misc	20-068	5/13/2020	Reroof Shed	1210 Em Avenue	Felix Cortez/Owner	0	\$1,500.00
5/13/2020	Misc	20-069	5/15/2020	Fence	1721 Belgian Loop	Korey & Callie Kennedy/Owner	0	\$2,027.20
5/18/2020	Misc	20-070	5/19/2020	Fence	247 Tobiano Lane	Cindy Pena/Owner	0	\$3,090.59
5/13/2020	Misc	20-071	5/20/2020	Plumbing	1251 Grand Avenue	Terri Murphy/B & B Plumbing	0	2067.68
5/19/2020	Misc	20-072	5/20/2020	Fence	311 N.7th Street	Chris Classen/Owner	0	\$228.06
5/22/2020	Misc	20-073	5/22/2020	Fence	233 Roan Ct	Larry Stewart & Mary Chavez/Owner	0	\$1,520.00
5/22/2020	Misc	20-074	6/2/2020	Concrete & Hydronic heating	401 Main St.	Joe Kolber/J & A Concrete	0	\$5,737.86
5/23/2020	Misc	20-075	5/26/2020	Reroof	409 Kim Dr.	Harmon/AZZ Roofing	0	\$9,000.00
5/27/2020	Misc	20-076	obsolete	Landscaping	510 Richard St.	James Guisinger/Owner	0	obsolete
5/27/2020	Misc	20-077	6/2/2020	Replace Deck Joists	510 Richards St.	James Guisinger/Owner	0	\$4,125.00
5/29/2020	Misc	20-078	6/4/2020	Wet Bar	539 N. 4th Street	Alexandrea Madrid/Bianco Plumbing	0	\$1,500.00
5/29/2020	Misc	20-079	6/2/2020	Fence	1783 Belgian Loop	Cody & Nayelli Sanchez/Owner	0	\$2,407.00
6/1/2020	Misc	20-080	6/17/2020	Porch addition	2004 Chickadee Ct.	Vazquez/Owner	0	\$3,781.05
6/2/2020	Misc	20-081	6/2/2020	Fence	168 S. Golden	Daniel Fairchild/Owner	0	\$1,355.69
6/4/2020	Misc	20-082	6/4/2020	Window/Door Replacement	840 Grand Ave	Shideler/Jon's Custom Woodworking	0	\$2,115.00
6/4/2020	Misc	20-083	TBD	Reroof	1230 Linda Ave	Manuel Castillo	0	TBD
6/4/2020	Excavation	20-084	6/9/2020	Drilling For Survey	Various Locations	Public Service company of Colorado	0	\$1,000.00
6/4/2020	Misc	20-085	6/12/2020	Fence	715 Eagles Nest	Uriel Mellin	0	\$2,914.10
6/8/2020	Misc	20-086	6/8/2020	Shed	910 Standing Deer	Robert Loter	0	\$3,864.92
6/8/2020	Misc	20-087	TBD	Fence	486 N. 5th Street	Kayla Lacy	0	\$1,216.32
6/9/2020	Demolition	20-088	6/9/2020	Demo Garage	510 W. Main Street	Sierra Excavating/Owner	0	\$1,000.00
6/9/2020	Misc	20-089	6/9/2020	Fence	1480 Grand Ave	Rihanna Loy/Owner	0	\$836.22
6/9/2020	Misc	20-090	6/15/2020	3 Windows & Door	304 n. 16th Street	Loya/Renewal by Andersen	0	\$10,027.00
6/9/2020	Misc	20-091	6/15/2020	14 Windows	600 N.4th Street	Richards/Renewal by Andersen	0	\$25,444.00
6/9/2020	Misc	20-092	6/15/2020	10 Windows & 2 Doors	449 N. Golden Dr.	Deter/Renewal by Andersen	0	\$26,518.00
6/9/2020	Misc	20-093	TBD	Grease Trap	840 Main Street	Salazar/US Boiler	0	\$855.89
6/8/2020	Misc	20-094	TBD	Deck Addition	1721 Belgian Loop	Korey Kennedy/Owner	0	TBD
6/10/2020	Excavation	20-095	6/18/2020	Installing Anodes	330 N. 7th & 310 N.9th	Xcel/Site Wise	0	\$1,000.00
6/12/2020	Misc	20-096	6/12/2020	Reroof	240 N. 9th Street	Adam Eppler/Owner	0	\$2,300.00
6/12/2020	Misc	20-097	6/12/2020	Reroof	1031 Ballard Ave	Rensberry/VanMeter	0	\$4,600.00

6/12/2020	Misc	20-098	6/12/2020	Fence	639 Orchard Ave	Ramsey/Alpine Landscaping	0	\$2,698.71
6/15/2020	Misc	20-099	TBD	Patio Cover	235 Sorrel Ct.	Alexander Hernandez/Owner	0	\$3,456.96
6/17/2020	Misc	20-100	6/19/2020	Reroof	1832 Morningstar Dr.	Cliff & Lara Weaver/AZZ Roofing	0	\$9,250.00
6/19/2020	Misc	20-101	6/19/2020	Fence	2007 E. Ballard Ave	Heidie Hendricks/Owner	0	\$499.68
6/22/2020	Misc	20-102	Not Issued	Retaining Wall/Fence	2009 E. Ballard Ave	Maria Molina/Owner	0	NA
6/22/2020	Misc	20-103	6/22/2020	Insulate and Drywall Garage	261 Valley Dr.	Mike Styk/Owner	0	\$300.00
6/22/2020	Misc	20-104	6/24/2020	Basement Finish	213 Roan Ct.	Paul Kapturkiewicz/Owner	0	\$6,824.67
6/24/2020	Misc	20-105	6/24/2020	Re-stucco House	1132 Standing Deer	Jason & Nicole Korinek/Santa Fe Stucco	0	\$18,000.00
6/24/2020	Misc	20-106	6/25/2020	Fence	440 N. 9th Street	Leitzinger/Roaring Fork Fencing	0	\$2,584.68
6/25/2020	Misc	20-107	6/25/2020	Reroof	2019 Chickadee Court	Molina Construction/Mirtha Jaquez	0	\$4,700.00
6/25/2020	Misc	20-108	6/26/2020	Drywall Porch, Window	221 Grand Ave	Bev Thompson/J.S. Carpentry	0	\$4,000.00
7/6/2020	Building	20-109	TBD	SFD	1286 Stoney Ridge Dr.	Travis Ruonaraara/Owner	1	TBD
		20-110						
		20-111						
		20-112						
		20-113						
		20-114						
		20-115						
		20-116						
		20-117						
		20-118						
		20-119						
		20-120						
		20-121						
		20-122						
		20-123						
		20-124						
		20-125						
		20-126						
		20-127						
		20-128						
		20-129						
		20-130						
		20-131						

**TOWN OF SILT  
MINUTES FOR  
PLANNING & ZONING COMMISSION MEETING  
TUESDAY, JUNE 2, 2020, 6:30 P.M.  
REMOTE MEETING**

**Call to Order**

Chair Classen called the meeting to order at 6:32 p.m.

**Roll Call**

Present: Chair Chris Classen  
Vice Chair Lindsey Williams  
Commissioner Eddie Aragon  
Commissioner Marcia Eastlund  
Commissioner Joelle Dorsey

Absent: Alternate Commissioner Brittany Cocina  
Alternate Commissioner #2

Also present at the meeting was Community Development Director Janet Aluise, Treasurer Amie Tucker, and Eric Arnette.

**Pledge of Allegiance**

At 6:32 p.m., the Commission cited the Pledge of Allegiance.

**Public Comments**

There were no public comments.

**Conflicts of Interest**

There were no stated conflicts of interest.

**Tab 2 - Consent Agenda**

At 6:34 p.m., Commissioner Vice Chair Williams made a motion to approve the May 5, 2020 Planning & Zoning Commission meeting minutes, as written. Commissioner Dorsey seconded the motion and the motion carried unanimously.

**Agenda Changes**

There were no agenda changes.

**Tab 3 – ARNETTE FENCE EXCEPTION FOR A PROPOSED FENCE LOCATED AT 1295 BEDROCK CIRCLE THAT IS CONTRARY TO STONEY RIDGE PLANNED UNIT DEVELOPMENT ZONING GUIDELINES (2-RAIL, SPLIT RAIL FENCE)**

At 6:38 p.m., Director Aluise reviewed the staff report for the Commission, stating that the applicant requests a 42-inch high front yard fence (3 horizontal post construction as seen in the submittal documents. She informed the Commission that the request is beyond the scope of what the Community Development Department staff can approve. She stated that the Stoney Ridge PUD guidelines state:

*“Fencing. Front yards may be a two-rail, split rail natural wood not more than three feet high. Corner lots recognize front yards on both streets. Side yards and back yard fences may be a maximum of six (6) feet tall, except where these yards adjoin a street. A two-rail, split rail, natural wood fence with a maximum height of 36 inches is the only type of fence allowed in the front yard. All other fencing must adhere to Town of Silt Municipal Code regarding materials, heights, and locations of fences.”*

Staff recommends approval of the Arnette Fence Exception for a proposed fence located at 1295 Bedrock Circle that is contrary to Stoney Ridge Planned Unit Development Zoning Guidelines (which calls for a two-rail, split rail fence of a maximum height of thirty-six inches), with the following conditions:

- 1) That the proposed fence meets all applicable criteria in the Silt Municipal Code Chapter 15.06;
- 2) That the proposed fence be located entirely on the applicant’s property; and
- 3) That the fence exception is limited to the exact request as depicted in the applicant’s submitted photograph/site plan.

The Commission had the following discussion:

- 1) Are there some non-conforming fences in Stoney Ridge PUD due to the fact that the Town does not have a code enforcement officer? (Director Aluise stated that the Community Development Department has historically been a complaint-only department and some illegal construction will occur in that scenario.)

At 6:53 p.m., Vice Chair Williams made a motion to approve the Arnette Fence Exception for a proposed fence located at 1296 Bedrock Circle that is contrary to Stoney Ridge Planned Unit Development Zoning Guidelines (which calls for a two-rail, split rail fence of a maximum height of thirty-six inches), with staff recommendations. Commissioner Eastlund seconded the motion, and the motion carried unanimously with a roll call vote.

**Old Business**

Chair Classen asked Director Aluise if the Board approved the Painted Pastures Metropolitan District. Director Aluise stated that the Board did indeed approve the district at the last meeting, paving the way for the applicants to set an election of property owners (developer) in November.

Chair Classen requested an update on the Food Voucher Program. Director Aluise stated that the program was accomplishing two tasks: 1) providing help for those most in need in the community; and 2) introducing individuals to the Silt restaurants and Skip's Farm to Market.

**New Business**

There was no new business.

**Other Business**

There was no other business.

**Future Business**

There was no future business.

**Commissioner and Staff Comments**

There were no Commissioner or staff comments.

**Adjournment**

At 6:59 p.m., Commissioner Eastlund made a motion to adjourn. Commissioner Dorsey seconded the motion, and the motion carried unanimously.

  
\_\_\_\_\_  
Chairman Chris Classen

  
\_\_\_\_\_  
Community Development Director Janet Aluise



TOWN OF SILT  
STAFF REPORT

---

Date: June 30, 2020

To: Mayor and Board of Trustees

From: Amie Tucker, Treasurer

---

Tasks Completed in June

- Payroll
- Retirement contributions (FPPA & CRA)
- Payroll tax payments (State & Federal)
- Quarterly 941 report
- Quarterly Unemployment Report
- Accounts Payable
- Petty Cash Reconciliation
- Reconcile Bank Statements
- Journal Entries
- Financial Statements
- Sales Tax
- Monthly Disbursements
- CVRF application
- CGFOA Training
- Zoom meeting hosting for staff , Board and P & Z meetings

A handwritten signature in black ink, located in the bottom right corner of the page. The signature is stylized and appears to be the name of the Treasurer, Amie Tucker.