

**TOWN OF SILT  
BOARD OF TRUSTEES WORK SESSION  
July 10, 2023  
AGENDA ITEM SUMMARY**

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**SUBJECT:** 2024 Budget Introduction

**PROCEDURE:** Information Item

**RECOMMENDATION:** Provide feedback to Staff

**SUMMARY AND BACKGROUND OF SUBJECT MATTER:** Staff will present and take questions and comments regarding our 2024 Budget Process. The Board will hear presentations on:

- Purpose of the Budget
- Budget Requirements
- Budget Calendar
- Strategic Vision: Vision, Mission, Values
- BoT Priorities Preliminary Discussion
- Overview of Town Funds

**RESOLUTION READING DATE:** December 11, 2023

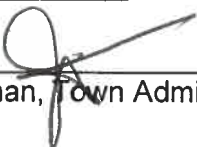
**ORIGINATED BY:** Jeff Layman/Amie Tucker

**PRESENTED BY:** Jeff Layman/Amie Tucker

**DOCUMENTS ATTACHED:** 2024 Budget Calendar

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

**SUBMITTED BY:**

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

**REVIEWED BY:**

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

# 2024 Budget Presentation

## July 10, 2023



# July 10 Agenda

- Purpose of the Budget
- Budget Requirements
- Budget Calendar
- Strategic Vision: Mission, Vision, Values
- Overview of Town Funds
- BoT Priorities Preliminary Discussion

# **A Town's Budget Is...**

- A reflection of anticipated Town revenue
- A blueprint for providing services
- A reflection of community priorities
- A path toward accomplishing BoT goals
- A tool for accountability
- A financial plan

# Budget Requirements

- Statutory: 29-1-103, CRS
  - Silt Home Rule Charter: Article 8
    - Complete financial plan by fund
    - All proposed revenues by source and expenditures by object
    - Proposed beginning and ending fund balances
    - Three years of comparative data: Last, this and next
    - Budget message
    - Balanced budget required
    - Lease/purchase agreement disclosures
    - Certified copy of the budget to the State
    - Five year Capital Improvements Plan
- ❖ **The FY2024 Budget will meet all Statutory and Charter Requirements**

# Strategic Vision

## **Vision Statement**

A Vision Statement describes the future of our Town in a manner that reflects what we want to become. It is aspirational and is meant to inspire!

- *Silt will strive to become a progressive, sustainable town that embraces the positive aspects of directed growth while capitalizing on a western rural legacy of self-sufficiency and strong community connections.*

## **Mission Statement**

A Mission Statement is a single clear expression of what we do (Primary Purpose), who we do it for (customers), and how we do it (Values).

- *Enhance the quality of life for citizens of the Silt region by providing public facilities and services in a safe, well-planned, and sustainable community.*

# Strategic Vision

## Values (Staff)

An expression of values explain what's important to us; how we conduct business and ourselves. They demonstrate organization's culture and help us establish our brand reputation.

- ***Collaborative***

*We will work as a team to develop solutions while respecting each other's opinions*

- ***Customer Service***

*We will actively listen and appropriately respond to the needs of the community*

- ***Leadership***

*We will continue to support and empower our team as well as members of our community*

- ***Fun***

*We will have a mindset and attitude of fun, using our senses of humor and trust in each other to laugh at ourselves and share spontaneous moments of stress relief*

- ***Exceptional Work Ethic***

*Our accomplishments will be demonstrated through our trust and belief in each other's integrity, discipline, sense of responsibility and positive intent*

# Strategic Vision

## Values

- ***Fiscally Responsible***

*We will never forget whose pocketbook we safeguard and whose funds we invest.*

- ***Sustainability***

*We will make choices today that are thoughtful of the people, the environment and our economic viability in the future.*

- ***Quality of Life***

*Our decisions will be guided by our desire to improve and enhance the quality of the lives of those who we in town government serve.*



# Strategic Vision

## Values

- ***Integrity***

*The evidence of our integrity will in building an ever-stronger local government institution that will assure ALL of our citizens that we are working in their interest.*

- ***Safety and Security Focused***

*We are on the front lines of providing for the safety, security, health and general welfare of our citizens. Our efforts will be focused in modern policing, effective water and sewer practices, consistent code compliance and regulation of new development and other means.*

- ***Transparency***

*Fostering trust among all of us and our community is a result of transparency that shares information liberally and acting in an open manner.*

# Strategic Vision

## Values

- ***Community Oriented Culture***
  - *Town government's culture is defined by:*
    - *Our accountability to our community*
    - *Our efforts at engaging in problem-solving activities*
    - *Our commitment to supporting our staff in addressing issues employing technology to leverage our efforts*
    - *Understanding that special populations may need more of our assistance than others and be willing to provide it*
    - *Being approachable and relatable to Town citizens, merchants and visitors*
    - *Consistency in our approach to citizens and their concerns.*

# Strategic Vision

## Values

- ***Small Town Culture/Feel***

*We will enhance our small-town culture and feel by developing and valuing our slower pace of life, family-oriented events, walkability, proximity to nature and an authentic Town that's not evident in larger places.*

- ***Strong, Healthy Culture***

*We endeavor to establish a town-wide culture in which we acknowledge the shared beliefs, values, standards, and attitudes that characterize our approach to achieving results. We believe this inspires well-being, happiness, productivity, retention and effectiveness.*

## Town of Silt - 2024 Budget Calendar

Date	Event / Activity
Monday, July 3, 2023	Department Heads to Turn Initial Numbers into Treasurer
Monday, July 10, 2023	Board Retreat- Work Session
Tuesday, July 11, 2023	Staff Budget Meeting
Monday, August 14, 2023	Board Retreat- Work Session
Tuesday, August 15, 2023	Staff Budget meeting- If needed
Friday, August 25, 2023	County Assessor certify new assessed and actual values
Monday, September 11, 2023	Board of Trustees Work Session - Budget Introduction 2022
Monday, September 25, 2023	Board of Trustees work session - Enterprise Funds
Tuesday, October 10, 2023	Board of Trustees work session- General Fund
Monday, November 13, 2023	Board of Trustees work session - Updates - If needed
Monday, November 13, 2023	Publish Notice of Budget Hearing
Monday, November 27, 2023	Board of Trustees work session - Updates - If needed
Friday, December 8, 2023	Deadline for County to re-certify assessed values
Monday, December 11, 2023	Board of Trustees adopts 2022 Budget
Monday, December 11, 2023	Supplemental Budget 2021
Friday, December 15, 2023	Deadline for certification of mill levy to County Commissioners
Wednesday, January 31, 2024	Deadline to file certified copy of Budget to DOLA

**TOWN OF SILT  
REGULAR BOARD OF TRUSTEES AGENDA  
MONDAY, JULY 10, 2023 – 7:00 P.M.  
MUNICIPAL COUNCIL CHAMBERS**

***5:30 p.m. – Board of Trustee Retreat – Work Session***

<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> - 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 5 min</b>	<b>Consent agenda –</b>  1. Minutes of the June 26, 2023 Board of Trustees meeting	<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 15 min</b>	First reading of <b>Ordinance No. 3, Series 2023</b> , AN ORDINANCE OF THE TOWN OF SILT, COLORADO ENACTING A NEW CHAPTER 12.14 OF THE SILT MUNICIPAL CODE TO ALLOW THE TOWN TO REGULATE AND REVIEW REQUESTS FOR CLOSURE OF PUBLIC RIGHTS OF WAY FOR CONSTRUCTION WORK THAT REQUIRES THE PARTIAL OR COMPLETE CLOSURE OF ANY PUBLIC STREET, ROAD, HIGHWAY, ALLEY, OR SIDEWALK	<b>Public Hearing</b>	<b>Tab C Director Fonner</b>
<b>7:40 5 min</b>	<b>Administrator and Staff Reports</b>	<b>Info Item</b>	<b>Tab D Administrator Layman</b>
<b>7:45 10 min</b>	<b>Updates from Board / Board Comments</b>		
<b>7:55</b>	<b>Adjournment</b>		
The next regularly scheduled meeting of the Silt Board of Trustees is Monday, July 24, 2023. 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.			

Tentative upcoming work sessions:  
August 28, 2023 – Planning & Zoning Commission

**TOWN OF SILT  
REGULAR BOARD OF TRUSTEES MEETING  
JUNE 26, 2023 – 7:00 P.M.**

The Silt Board of Trustees held their regular meeting on Monday, June 26, 2023. Mayor Richel called the meeting to order at 7:04 p.m.

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<b>Roll call</b>	Present	Mayor Keith Richel Mayor Pro-tem Derek Hanrahan Trustee Justin Brintnall Trustee Chris Classen Trustee Samuel Flores Trustee Andreia Poston Trustee Jerry Seifert
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Also present were Town Administrator Jeff Layman, Town Clerk Sheila McIntyre, Deputy Town Clerk Lori Malsbury, Public Works Director Trey Fonner, Chief of Police Mike Kite, Community Development Manager Nicole Centeno, Town Attorney Jim Neu and members of the public.

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**Pledge of Allegiance and Moment of Silence**

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

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**Consent Agenda –**

1. Minutes of the June 12, 2023 Board of Trustees meeting

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

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**Conflicts of Interest** – There were no conflicts of interest.

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**Agenda Changes** – There were no agenda changes.

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**New Lodging and Entertainment Liquor License Application – Rislende F&B LLC**

Deputy Town Clerk Malsbury went over her staff report and explained the applicants plan to work with a third-party group who books rafting trips and they would be using the Rislende parcel as the final destination of their trip where people would be provided with either a picnic lunch or dinner. Applicants Mitchell Weimer and Cole Buerger were present along with Attorney Adam Statman. The applicants provided an update on the progress of their project and what they are planning for the summer

by joining forces with Defiance Rafting Company and Two Forks food truck. It was explained that once participants leave Silt, they would be driven back to their original location. The plan is to keep the event small, private and contained and this license would be the same license used for the permanent structure in the future. It was stated that all employees would be TIPS certified. There was brief discussion regarding the petition signatures.

The public hearing was opened at 7:32 p.m. There were no comments and the hearing was closed at 7:34 p.m.

**Trustee Classen made a motion to approve the new Lodging and Entertainment Liquor License Application – Rislende F&B LLC. Trustee Seifert seconded the motion, and the motion carried unanimously.**

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### **Town of Silt Workplace Culture Assessment – Anne McCord**

Administrator Layman introduced Anne McCord with ILG Strategic Services whose company has a contract with the town for HR services. He explained that ILG conducted another culture assessment similar to the one done in 2020 adding that these efforts allow the town to track progress over time and identify what new challenges are being faced. Ms. McCord proceeded to go through her presentation and the results of the 2023 Culture Assessment as compared to the survey done in 2020. She stated that overall, the scores received were exceptionally high which in turned showed that employees are happy with their jobs and working for the Town of Silt. She commended the Town for doing such a great job!

There was additional discussion on what the Town has done to assist employees in the daily job duties over the last few years and what additional resources and items of appreciation could be looked at for the future. There was brief discussion about the Word Cloud and that even the smaller words should be looked at for better understanding and addressed if necessary. Mayor Richel applauded Administrator Layman for his leadership and for a job well done.

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### **Trustee Committee Appointments**

- Regional Detox Service Center
- Water/Wastewater/Irrigation Master Plan
- OHV
- Parks/Recreation/Culture Master Plan
- Code Enforcement

There was discussion about the above committees that each have a vacancy. The following Board members volunteered for committees as follows:

Trustee Classen – Code Enforcement

Trustee Poston – Parks/Recreation/Culture Master Plan

Trustee Poston – Water/Wastewater/Irrigation Master Plan

Mayor Richel – Water/Wastewater/Irrigation Master Plan - Alternate

It was also discussed to re-establish the Economic Development Committee and Mayor Pro-tem Hanrahan volunteered to sit on that committee.

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## **May 2023 Financial Report**

Administrator Layman went over the financials adding that it appears that the town is still experiencing strong online shopping. It was suggested to have ColoTrust and CSafe come before the Board in the future to present the services that they provide to the town.

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## **Administrator and Staff Comments**

Director Fonner explained that a violation experienced by the water plant has been posted on the town's website and would be going out with the utility bills the end of this month. He added that Lead and Copper testing starts on July 10. He also stated that the Eagles View Park is open again. Manager Centeno stated that the Chamber would be partnering with the town to run the beer garden at the Farmer's Market this year. There was brief discussion on how to re-engage the Chamber again with the town.

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## **Updates from Board / Board Comments**

The Board thanked the events team for the recent events, public works for filling potholes and all of staff and the Board for the good job that they have been doing. The Board was also thanked by a citizen for all of their work and thoroughness regarding the new water plant process. There were comments about the new Discover Silt website and the videos that Align Multi-media has done that would be posted on this website. It was commented about vandalism and that if anyone sees something taking place to contact the town right away. Staff was also made aware of people who are violating the watering schedule and to keep an eye out for violators. People were asked to slow down while driving through town.

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## **Executive Session**

**Mayor Richel made a motion to go into executive session for discussion of a personnel matter under CRS Section 24-6-402(4)(f) – Jeff Layman Performance Evaluation. Trustee Classen seconded the motion, and the motion carried unanimously. The Board adjourned to executive session at 8:50 p.m.**

**At the end of executive session, Mayor Richel made the following statement: "The time is now 9:22 p.m., and the executive session has concluded. No formal action was taken in the executive session. The participants in the executive session were: Keith Richel, Derek Hanrahan, Justin Brintnall, Samuel Flores, Jerry Seifert, Chris Classen, Andreia Poston and Jeff Layman. For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record". No objections were stated.**

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## **Adjournment**

**Trustee Seifert made a motion to adjourn. Trustee Poston seconded the motion, and the motion carried unanimously. Mayor Richel adjourned the meeting at 9:22 p.m.**

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Respectfully submitted,

Approved by the Board of Trustees

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Sheila M. McIntyre  
Town Clerk, CMC

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Keith B. Richel  
Mayor

**TOWN OF SILT  
BOARD OF TRUSTEES REGULAR MEETING  
July 10<sup>th</sup> 2023**

**AGENDA ITEM SUMMARY**

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**SUBJECT:** Ordinance Number 3 Series of 2023

**PROCEDURE:** Public Hearing

**SUMMARY AND BACKGROUND OF SUBJECT MATTER:**

Town Staff has come across people closing Town roads for a number of reasons, such as falling trees, repairs and others. With the closures there were no notification presented to the Town. After some research it was discovered by staff that the Town did not have a uniform policy and establish administrative procedures that involve the temporary closure of its public rights-of-way and the need is there to create a Traffic Control Plan and Method of Handling Traffic prior to any closures in order to inform the public and mitigate the related impacts on the Town's rights-of-way.

**ORDINANCE FIRST READING DATE:** July 10<sup>th</sup>, 2023

**ORDINANCE SECOND READING DATE:** July 24<sup>th</sup>, 2023

**PRESENTED BY:** Director Fonner


**DOCUMENTS ATTACHED:** Ordinance number 3 series of 2023

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

**SUBMITTED BY:**

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

**REVIEWED BY:**

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

**TOWN OF SILT  
ORDINANCE NO. 3  
SERIES OF 2023**

**AN ORDINANCE OF THE TOWN OF SILT, COLORADO ENACTING A NEW CHAPTER 12.14 OF THE SILT MUNICIPAL CODE TO ALLOW THE TOWN TO REGULATE AND REVIEW REQUESTS FOR CLOSURE OF PUBLIC RIGHTS OF WAY FOR CONSTRUCTION WORK THAT REQUIRES THE PARTIAL OR COMPLETE CLOSURE OF ANY PUBLIC STREET, ROAD, HIGHWAY, ALLEY, OR SIDEWALK.**

**WHEREAS**, the Town of Silt, Colorado (the “Town”), is a municipal corporation duly organized and operating as a home-rule municipality under its Town Charter and the Constitution and laws of the State of Colorado; and

**WHEREAS**, Title 12 of the Silt Municipal Code (“Code”) addresses streets, sidewalks, and public places in the Town; and

**WHEREAS**, Town desires the ability to provide a uniform policy and establish administrative procedures that involve the temporary closure of its public rights-of-way and to create a Traffic Control Plan and Method of Handling Traffic prior to any closures in order to inform the public and mitigate the related impacts on the Town’s rights-of-way; and

**WHEREAS**, the Board of Trustees finds and determines that it is in the best interests of the Town and will promote the health, safety, and welfare of the Town to amend the Code to address the temporary closures and to create a Traffic Control Plan and Method of Handling Traffic prior to any closures of public rights of way as set forth herein.

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

**SECTION 1**

The foregoing recitals are hereby incorporated into this Ordinance.

**SECTION 2**

The Town Code is hereby amended with the enactment of Chapter 14 of Title 12 – Traffic Control, as follows:

**Chapter 12.14 – TRAFFIC CONTROL**

#### **12.14.010 - General**

The purpose of this chapter is to provide a uniform policy for, as well as establish administrative procedures for, the temporary closure of dedicated public rights-of-way for construction work. Where work requires either partial or complete closure of any public street, road, highway, alley, or sidewalk, the contractor shall submit a Traffic Control Plan to the Town of Silt for approval at least 48 hours in advance of the actual closure. If the work requires the complete closure of an arterial or collector street, the Traffic Control Plan shall be submitted 7 days in advance of the actual closure, so that there will be sufficient time for public notification. The contractor or person in charge of the project shall notify the Town of Silt Police Department, Fire District, and Public Works 24 hours prior to the time the closure is to begin and again when the street is reopened. Where the control and maintenance of traffic has not been performed as specified in the approved Traffic Control Plan, the applicant shall act to provide for the control and maintenance of traffic as directed by the Town. All costs incurred by the Town shall be borne by the contractor.

#### **12.14.020 - Traffic Control Plan (TCP) and Method of Handling Traffic (MHT)**

The Traffic Control Plan ("TCP") and Method of Handling Traffic ("MHT") shall be prepared by a traffic control firm for the Contractor for review by the Town of Silt, unless otherwise authorized by the Town Administrator or their designee. No work shall commence without an accepted TCP and MHT. Any changes to the TCP or MHT must be approved by the Town of Silt or their designated representative prior to implementation. The TCP and MHT will be reviewed with the Contractor at the preconstruction meeting. The TCP shall include:

- Identification of construction zones (work area).
- Scheduling (start/completion date).
  - Signs (size and type to be used and their location relative to the work area)., including advance notification sign.
- The method and materials to be used for delineation and channelization of traffic movements.
- Placement and maintenance of traffic control devices
  - Removal and/or application of pavement markings.
- Location of flagging persons, where required.
- Detour routes where the use of detours is approved by the Town of Silt.
- All elements of the TCP will be dimensioned and these dimensions will be followed as closely as possible in setting up the work zone and the associated signing.

The written Method of Handling Traffic (MHT) shall be submitted with the TCP and shall include:

- Advance notification sign, including an example containing the Contractor's name and telephone number.
- Example of handbill to be delivered to each business and property owner affected by the TCP.
- Allowable speed limits signs and why they need to be reduced, if necessary.
- Method of closing and reopening, lengths of roadway affected and time durations of each phase of traffic control.
- Location of flaggers and time duration of flagging.
- Maintaining emergency vehicle access.
- Maintaining delivery access.
- Maintaining pedestrian access and bicycle access.
- Access to businesses and property owners within the construction or detour zone.
- Locations of vehicle parking, equipment storage and material storage.
- Contractor ingress and egress locations.
- Driving lane + shoulder or gutter width (shall not be less than 14 feet). If width is not available, provide alternate methods and appropriate signage.
- Name and cell telephone number (Calls must be responded to within one hour of receipt during period of work that traffic control measures remain in place) of the Contractor's certified traffic control supervisor.
- Tabulation of all traffic control devices to be used by the Contractor during each phase of construction.

Once the TCP and a written MHT for each construction phase is reviewed and accepted by the Town of Silt, the Contractor is solely responsible for the notification of businesses and residents, furnishing, installation, moving, maintenance, inspection of the construction zone, and removing the traffic control devices. If the construction zone is not maintained by the Contractor, the Town of Silt will either:

- Order and install the traffic control devices and charge the Contractor, or,
- Not allow the work to continue.

The work area shall be understood to include all open trenches, other excavations, material piles, equipment, obstructions, parking, detours and other temporary roadways, and other similar hazards within or related to the project. Approval of the TCP and MHT in no way shall relieve the Contractor of liability. If the construction time is exceeded, the Contractor shall personally notify each business or residence affected by the work of a new construction completion time.

## **12.14.030 - Traffic Control Devices**

### **A. General Requirements**

On or adjacent to all streets, roads, highways and other public thoroughfares which require closure, either partial or complete, under the authority of a proper permit, the work area and the traveling public, either vehicular or pedestrian, shall be protected by means of approved traffic control devices as provided in the MUTCD.

### **B. Specific Requirements**

1. Barricades shall be painted, kept clean, weighted, and the face material shall be retro-reflective.
2. All signs (warning, regulatory, etc.) shall be kept clean and shall be replaced when the face is damaged. These sign faces shall be retro-reflective. All signs shall be removed or turned away from the roadway immediately after they are no longer applicable.
3. Traffic cones are for daytime use only. Vertical hazard panels and/or Type I (sawhorse) barricades, with lights, shall be used at night.
4. When lights are used, steady burn lights shall be used for delineation and channelization. Flashing lights shall be used to denote a specific hazard.
5. Under certain conditions the use of pavement markings shall be required in addition to the devices used for delineation. This shall be shown on the TCP and the Town of Silt will determine the extent of the striping. When temporary markings are used, the existing markings shall be removed (not painted black). Temporary markings shall be installed by the contractor. These temporary markings shall be removed when the construction is completed. The permanent markings shall be reinstalled by the contractor.
6. Pedestrians shall not be diverted onto the roadway.
7. Open trenches will not be allowed after work hours, without prior approval of the Town of Silt.
8. Work hours on arterials and collector streets are from 8:30 AM to 3:30 PM, Monday through Friday, unless other hours are authorized by the Town of Silt.

Work hours on local streets are from 7:00 a.m. to 9:00 p.m., Monday through Friday.

9. Spillage and mud trackage from trucks and equipment shall be cleaned up immediately.

10. When the normal operation of a traffic signal must be interrupted, uniformed officers shall be used to direct traffic. Any expense incurred during this operation shall be borne by the contractor.

11. Construction within the right-of-way will not begin until all traffic control devices are in place.

12. Contractors will notify the Police Department, Fire Department, and the Public Works Department prior to commencing construction.

14. The contractor will keep a signed copy of the TCP at the work area during work hours. This will be available for inspection by the Town of Silt (or State) personnel.

#### **12.14.040 - State Highways**

Any work performed on a State Highway must have the approval of the Colorado Department of Transportation. A copy of the Colorado Department of Transportation approved permit or traffic plan will be presented to the Town of Silt. Any detours from a State Highway onto a Town of Silt streets must have approval from the Town of Silt prior to the detour being implemented.

#### **12.14.050 - Major Streets**

1. As a general rule, parkway streets, arterial streets and collector streets will not be completely closed, nor will traffic be detoured.

2. On multi-lane streets (2 or more through lanes in each direction), two-way traffic must be maintained at all times. One lane may be closed in each direction with proper signing and barricading.

3. Left-turn lanes or bicycle lanes may be used as a through lane providing pedestrians have adequate protection from traffic.

4. On single lane streets, (one through lane in each direction), one lane may be closed provided that adequate signs, barricades and a minimum of two flaggers are used.

\*All of 12.14.050 may be waived by Town Administrator or designee.

#### **12.14.060 - Local Streets**

1. One-half of a local street may be closed if adequate barricading is present and a minimum of one (1) flagger is used to direct traffic.

2. Total Street closures will be allowed if an alternate access is available to all property owners and is approved by the Town of Silt.

#### **12.14.070 - Advance Signs**

1. On major and/or collector streets, the advance warning signs shall be placed at the following minimum distances in advance of the construction area.

- a. Road Construction Ahead - 1,000 feet
- b. Right/Left Lane Closed Ahead - 750 feet
- c. Merge Right/Left or Flagger Ahead - 500 feet

2. On local streets, the advance warning signs shall be placed at the following minimum distances in advance of the construction area.

- a. Road Construction/Road Closed Ahead - 500 feet
- b. Flagger Ahead (if needed) - 250 feet

3. In some cases, the Town of Silt may determine that a reduction in vehicle speeds is advisable or necessary. This shall be accomplished using advisory speed plaques, and speed limit signs, which conform to the standards of the MUTCD.

4. The Town of Silt may require special, advance notice signs.

#### **12.14.080 - Flag persons**

Anytime a flagger is required to direct the flow of traffic, that flagger must be visible to traffic. An ANSI Class 3 safety vest and hardhat must be worn by the flagger. For nighttime operations, this clothing must be reflectorized. The flagger must follow the flagging procedures stated in the MUTCD.



## **12.14.90 - Violations and Penalties**

- A. It shall be unlawful for any company or person to violate any of the provisions of this Chapter. Failure of a contractor or company to follow the provision of this Code by failing to obtain a Traffic Control Plan from the Town of Silt prior to the partial or full closure of any public rights-of-way shall be deemed unlawful and subject to the general penalties provision of Chapter 1.12 of the Silt Municipal Code.
- B. Failure to follow this Code may result in the termination of any issued work permits or certificates issued by the Town for failure to comply with Town Code.

### **SECTION 3**

All ordinances heretofore passed and adopted by the Board of Trustees of the Town of Silt, Colorado are hereby repealed to the extent that said ordinances, or parts thereof, are in conflict herewith.

### **SECTION 4**

If any section, subsection, clause, phrase or provision of this Ordinance, or the application thereof to any person or circumstance, shall to any extent, be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this Ordinance, or the application thereof to any person or circumstance, shall remain in full force and shall in no way be affected, impaired or invalidated.

**INTRODUCED, READ, AND APPROVED ON FIRST READING** this \_\_\_\_ day of \_\_\_\_ 2023, at 7:00 PM in the Town Hall, Town of Silt, Colorado.

**PASSED, APPROVED ON SECOND READING, ADOPTED, AND ORDERED PUBLISHED** following a continued public hearing this \_\_\_\_ day of \_\_\_\_ 2023.

TOWN OF SILT, COLORADO

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Mayor Keith B. Richel

ATTEST

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Town Clerk Sheila M. McIntyre, CMC



Date: July 3, 2023

To: Mayor, Trustees and Administrator Layman

From: Sheila McIntyre, Town Clerk/ Municipal Court Clerk

Re: Staff report for June 2023

Town Clerk duties:

- Went to GWS to record
- Ad to newspaper for job openings
- Attended staff meetings
- Signed paychecks and A/P checks
- Misc research for various staff members and Attorney
- Customer service
- Prepared and sent out BOT packets, attended and followed up on meetings, work sessions, and transcribed minutes
- Located grave for headstone
- Put out newsletter
- Reviewed ordinance before public noticing
- Assisted with preparing for BBQ
- Did you know that Australia is wider than the moon? While Australia diameter from east to west is almost 2485 miles, the moons diameter is only 2113 miles.
- Attended employee meeting
- Misc Heyday prep and submitted Special Event Permit
- Attended Heyday meetings and various follow through
- Index filing and purging of documents
- Attended HR sub-committee meeting
- Prepared employee evaluation
- Ran errands: Bank, picked up food for work session, Post Office, Micro Plastics, DMV
- Prepared directives list
- Worked on 2024 budget
- Worked on cemetery info
- Public notices to paper

Municipal Court & Police Dept. duties:

- Ran criminal and driver's histories for court
- Prepped for and attended court
- Sealed records
- Sent out TextMyGov alerts to defendants
- Sent mittimus to jail
- Input tickets and payments
- Worked on records request
- Prepared for court and provided notes to Prosecutor
- Processed plea deals approved by Judge
- Correspondences with Prosecuting Attorney & Judge regarding cases and plea deals
- Processed court files after court with Judges' orders and entered bench warrants and defaults
- Filing



TOWN OF SILT  
STAFF REPORT

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Date: June 30, 2023

To: Mayor and Board of Trustees

From: Amie Tucker, Treasurer

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Tasks Completed in June

- Bulk Water
- Payments
- Customer service
- Payroll
- Retirement contributions (FPPA & CRA)
- Payroll tax payments (State & Federal)
- Petty Cash Reconciliation (General and Recreation)
- Reconcile Bank Statements
- Journal Entries
- Financial Statements
- Sales Tax
- Grant Management
- Monthly Disbursements
- Senior Programs Meeting
- Weekly Staff Meetings
- Zoom meeting hosting for Board meetings
- Water Rate Study Meetings
- EPA Grant training on Programmatic Requirements
- EPA Grant training on Administration Requirements
- Cyber Security Webinar with Network Insurance
- Accepting applications for Utility Billing
- Annual CIRSA renewal
- CML Conference in Aurora

Although June may not have its own celestial body, it is still significant in terms of lunar events. The full moon in June, also known as the Strawberry Full Moon, has its own name because of the plentiful fruit harvest that occurs during this time of year.

A handwritten signature in black ink, located in the bottom right corner of the page. The signature is stylized and appears to be a first name followed by a last name.



## Community Development Department

### MEMORANDUM

**TO:** Jeff Layman, Town Administrator  
**FROM:** Nicole Centeno, Community Development Manager  
**DATE:** June 2023 – July 2023

#### Building Department

- \* Zoning & Building Reviews
- \* Inspections - 69 in May
- \* Contractor Licensing- 12 New / 194 YTD
- \* BEST Tests- 2 New / 45 YTD
- \* Miscellaneous Permits – 26 New / 84 YTD
- \* Excavation Permits- 7 New / 24 YTD
- \* Single Family Permits – 1 New / 8 YTD
- \* Commercial Building Permit- 1 New / 4 YTD
- \* Stop Work Orders
- \* Building Code Update Education/Enforcement

#### Administration

- \* Staff Meetings
- \* LED/Community Engagement/Communication
- \* Business Licenses- 117 YTD
- \* Customer Service (Calls, Emails, Walk-ins)
- \* Facility Rentals
- \* Office/File Organization
- \* P & Z Meetings and Minutes
- \* Website Management
- \* Social Media Management
- \* Vendor's Licenses- 13 YTD

#### Recreation

- \* T-Ball/Coach Pitch

#### Code Enforcement

- \* Non-Compliant Business Licenses
- \* Commercial Compliance (Building/SIA)
- \* Utility Easements

#### Subdivisions/Work In Process

- \* Stoney Ridge 2  
(Pending Applicant Phasing Plan)
- \* Camario Phase 2  
(Site Work is permitted and under construction)
- \* Autumn Ridge  
(Permits issued, new driveway for subdivision being installed)

#### Land Use/Planning & Zoning

- \* Marioni Annexation
- \* Trade Center Lot Line Adjustment
- \* Coats Lot Line Adjustment
- \* Rislende Event Site Plan Review
- \* Church Parking Annexation

#### Special Events- Current & Future Planning

- \* Farmers' Market
- \* 2023 Party At The Pavilion Concert Series
- \* Movie Night

- \* Code Enforcement Complaints
- \* Construction w/o Permit (Stop Work Order)
- \* Code Revisions



## 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 3, 2023

**Subject:** Public Works Department Report

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

- ❖ 500 block of Main St.
- ❖ Finish up Eagles View playground
- ❖ Potholing for Boring project
- ❖ Plant flowers at Town Hall
- ❖ Patch potholes all over Town
- ❖ Event set up and tear down
- ❖ Build Picnic shelter at Flying Eagle Park
- ❖ Mow and weed eat as scheduled
- ❖ Inspections for building department
- ❖ Move dirt at Water plant
- ❖ Irrigation fix at Painted Pastures
- ❖ Maintenance at Senior Housing
- ❖ Mow Silt River Preserve and move irrigation water
- ❖ A dime has 118 ridges around the edge

### Water/Wastewater

- ❖ Read meters, Door hangers and shut offs
- ❖ Work on Backflow program compliance
- ❖ Flume flow meter put in weather protected box
- ❖ 91% on meter reads for the month
- ❖ Work with Dana Kepner and billing staff on program issues
- ❖ Produce bio solids as needed
- ❖ Daily, weekly and monthly labs
- ❖ Pull samples and ship as needed for State testing
- ❖ Work with companies on bids to update PLC/controllers on wastewater plant
- ❖ 10,382,519 gallons of water produced

**Charging station**

- ❖ 7 Vehicles
- ❖ 14 Charging sessions
- ❖ \$75.78 collected for use

**Bulk Water Numbers**

- ❖ 181,165 Gallons of water through coin operated system
- ❖ 137,384 Gallons of water through commercial system

**Public Works Director**

- ❖ Weekly staff meetings
- ❖ Weekly water plant progress meetings
- ❖ Weekly fiber and CNL meetings
- ❖ CCR completed, filed and posted
- ❖ Violation notice sent out
- ❖ DOLA presentation for EIAF grant
- ❖ Middle Colorado River Wildfire Collaborative meeting
- ❖ Capital projects budget meeting
- ❖ Main St. inspections
- ❖ Work with Public works to complete some projects with the department being short handed
- ❖ Work with Water plant crew on problems the plant was having
- ❖ Meet with Great Outdoors Colorado on grant possibility for Community Park



**TOWN OF SILT**  
**REGULAR PLANNING AND ZONING COMMISSION MEETING**  
**June 6, 2023 – 6:30 P.M.**  
**HYBRID MEETING**

The Silt Planning and Zoning Commission held their regularly scheduled meeting on Tuesday, June 6, 2023. Chair Williams called the meeting to order at 6:38 p.m.

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<b>Roll call</b>	Present	Chair Lindsey Williams Vice-Chair Joelle Dorsey Commissioner Robert Doty Commissioner Michael Bertaux Commissioner Jennifer Stepisnik
	Absent	Commissioner Charlienna Chancey Commissioner Eddie Aragon

Also present were Planner Mark Chain (Via Zoom) and Community Development Manager Nicole Centeno.

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**Pledge of Allegiance**

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

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**Consent Agenda**

1. Minutes of the May 2, 2023 Planning & Zoning Commission meeting.

**Commissioner Bertaux made a motion to approve the consent agenda as presented. Commissioner Stepisnik seconded the motion, and the motion carried unanimously.**

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**Conflicts of Interest** – There were no conflicts of interest.

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**Agenda Changes** – There were no agenda changes.

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**Public Hearing – 511 N. 5<sup>th</sup> Street – Minor Subdivision Sketch Plan**

Planner Chain introduced this project. He noted that the property was for a lot split in the Ballard addition which was one of the first annexation/additions to the old Townsite. The historic lots in the Ballard Addition run east-west and this was an application to split the property with a new north-south property line. The property did not meet the criteria for dissolution of a lot line or a boundary adjustment as it was adding an additional lot.

Chain noted that the property was 11,500 ft.<sup>2</sup> in size and it currently had a single-family detached house in the northwest quadrant of the property. The property has access to the east

off of North 5<sup>th</sup> Street and South off of Orchard Avenue. There is also an alley located to the west but the alley does not function as an alley, even though it is platted. Chain noted that the property was zoned R-2, and there was no proposal to change the zoning. The application was to create a new lot for future development. It is noted as "Neighborhood Residential" in the Comprehensive Plan.

Chain explained that utilities were available and access was acceptable. He did note that at the southeast corner of the project there was a PVC riser and Town Staff/Public Works did not know if this was for a domestic well, some type of drainage or even irrigation. He said he had asked the property representative to investigate but had not been informed as at this time, of all details. Chain also noted that there was a fence that encroached into the 5<sup>th</sup> Street right-of-way a total of 10 or 12 feet. It did not appear to raise any problems but Chain said that it should have a type of license agreement. Chain noted the findings and recommended approval with conditions. He stated that there were three conditions of approval noted in the staff report but additional conditions should be added regarding findings for the PVC riser mechanism at the southeast corner of the property.

At that time there were no comments or questions from the Commission. Mike Sorensen was present as the applicant's representative. The owner, Bruce Coates, appeared via Zoom. Mr. Sorensen said that staff report covered most of the issues fairly well. He did state that he did a search on the records of the Division of Water Resources. He said he found evidence of 6 domestic wells within 600 feet; five of which he thinks are Garfield County monitoring wells. He noted that he had spoken to the owner and that he didn't know anything about the riser or what it was used for. It was noted that the property was purchased in 2016.

Chairman Williams open the public hearing at 6:55 PM, Rebecca Ferry stepped to the podium. She lives at 521 N. 5<sup>th</sup> Street. She said she had been living there for 33 years and is concerned about what this application would bring to the area. She is concerned about additional traffic, whether it be from a single-family house, duplex etc. She said right now it is a nice quiet neighborhood and may not be so in the future. She said that the tenant on the property had blocked off the alley. She's also concerned about possible impacts to the view for her property.

Thomas Brueggeman stated that he lives at 530 N. 5th Street and has been living in the neighborhood for 50 years. He says that the present tenant has a mechanic shop going and that the house on site has **drainage** problems. He indicated that there was mold in the existing structure and that the riser was a well to pull water out of the building. He noted that it is always been a single-family dwelling but now is being operated as a duplex. He said the owner doesn't give a damn and he didn't want to see another unit built on the property; he was not happy with the situation and that the alley was also blocked off.

Sharon also lives at the same address as Mr. Brueggeman. She said that the tenant was definitely working as a mechanic and that the riser was used for the existing house. She said one of the renters told her that the smell was terrible. She said it appears that the drainage problem is being covered up.

Tod Tibbits identified himself that he lives at 439 Orchard Avenue. He said that an adjacent property used the alley for access and parking but that now that was blocked off. He also noted that he did not get a copy of the public hearing notice. He said he thought that the mechanic shop was operating out of the property and the property had not been taken care of for weeks. They are irrigating the property during the day, in violation of town ordinance. He said it was definitely rented out as a duplex.

Peggy living at 439 Orchard Ave. also, said that the present structure did not have a legal apartment. She said she had talked to the person who rented the lower level and that they shared a bathroom with the upstairs tenant. She noted that that PVC riser was some type of some system that drains under the street into the ditch.

Vice-Chair Dorsey asked the property representative if the applicant wanted to make comments. Bruce Coates said that he had nothing to say at this point and that all questions would be better handled by Mr. Sorensen. Mr. Sorensen said he had not had much contact with the tenant and was not sure if activity on site was being caused by the tenant or someone else. Chair Williams close the hearing at 7:12 PM.

Commissioner Doty thinks those members of the public who had comments related to the application. There were questions whether some of the concerns related to zoning activities had been made to the police. Manager Centeno said she was not aware that any formal complaints had been filed. Commissioner Bertaux said he was not sure precisely what to do regarding the zoning complaints at this time. Actions in front of the Planning Commission were related to division of the property.

Commissioner Dorsey said at this time the complaints were more of a civil issue. There were questions from the public but Commissioner Dorsey asked the members of the public to be respectful of the Commission's ability to have discussions at this time. There are some questions about the sheds and the fact that they were nonconforming regarding setbacks.

Commissioner Williams said she echoed some of the concerns of the Planning Commission, related to zoning complaints and stated that there needs to be some follow-up done. Commissioner Bertaux made a motion to approve the Minor subdivision sketch plan application with staff conditions. There was no second the motion and the motion was withdrawn.

Commissioner Dorsey asked Mr. Sorensen for some more background on the property. Mr. Sorensen said that he and his wife were real estate agents, helping the owner subdivide the property. While he is a surveyor, he did not perform the survey for this application. The owner separately contracted for that survey. The owner, Bruce Coates, said that he was deferring to Mr. Sorensen as he knew the vernacular for the land-use application. He said he would be doing things to make the situation better and that he was going to prepare a plan for cleanup of the site.

There was some more discussion among the Planning Commission. Commissioner Bertaux made a motion to continue the public hearing until the next planning commission meeting, July 5. Second by Vice Chair Dorsey; the motion passed by a vote of 4 to one with Commissioner Doty voting no.

## **Planning Update**

Planner Chain gave a verbal update on the following matters:

Rislende Food Truck and Special Events. The applicants were refining the safety plan with Colorado Fire and Rescue for emergency access.

Camario. The subdivision documents have been recorded and the owners will be starting installation of the infrastructure in the very near future.

Church Annexation. It was noted that the church at the north end of 1<sup>st</sup> Street would be applying for an annexation to add an adjacent parcel to their ownership and wanted included within the town limits.

Lot 1 Village at Painted Pastures. There been a request to extend the site plan approval for this property.

Water Treatment Plant. Manager Centeno indicated that some more accurate engineering cost estimates were being provided as part of the review for the project.

Pedestrian Bridge. It was explained that a grand had been obtained to help finish the design drawings for this project.

### **Commissioner Comments**

Commissioner Stepisnik asked about the benefit of the annexation related to the Church. Planner Chain said that they wish to expand their property and that the adjacent neighbor to the west, who was a member of the church, supported that proposal and was willing to transfer a portion of their property to the Church.

### **Adjournment**

**The meeting adjourned at 7:55 PM.**

Respectfully submitted,



Mark Chain  
Planner

Approved by the Planning Commission



Lindsey Williams  
Chair



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June 23, 2023

News You Can Use

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## Cactus Valley Ditch Repairs; Users Reminded Not to Water Today



The Town of Silt has been notified that the Cactus Valley Ditch went off-line yesterday due to emergency repairs.

This ditch, managed by the Grand River Ditch Company, is a large portion of the Town's irrigation water. During this time there may be shortages or outages of irrigation water.

Irrigation users should make sure to have the needed protection on pumps and systems to prevent damage.

Irrigation water should be restored to full capacity by Monday.

In the meantime, the Town encourages all users do their part by avoiding Friday irrigation use. If all work together, the tanks should still fill enough to have water for the weekend!

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**Party At The Pavillion**  
Friday, June 23rd  
5:45 P.M. - 9:00 P.M.  
648 N. 7th Street, Silt/Stoney Ridge Pavillion

The Town is excited to present:  
Party Starts @ 5:45 PM with  
*Hannah Haupt*

**The Oxymorons**  
Take the Stage At 7:00 PM!!  
B.X.O...  
Chairs, Drinks & Food  
(No Dogs Allowed)

THANK YOU TO OUR SPONSORS!!

Karp Neu Hanlon.

ANB Bank

KMTS

Alpine Bank

SILT

GREEN CROSS

# First Concert of the Summer TONIGHT!

## Bring Your Own Food, Beer, Wine!

Silt's summer kicks off in style tonight at 5:30 with 2023's first "Party at the Pavilion". Hannah Haupt welcomes tonight's crowd beginning at 5:30 PM with her solo show and the Oxymorons take the stage at 7 PM. The show will end at 9 PM.

Those attending Silt's summer concerts should plan to bring chairs, shade, food, drinks and whatever you might need to enjoy a couple of hours of listening to music.

**NO dogs** are allowed at the park during the concert!

Food for delivery to the Stoney Ridge Pavilion can be ordered at:

Brickhouse Pizza 970.876.2222

Take Out for the concert can be picked up at:

Burning Mountain Pizza and Subs 970.876.2201

Miner's Claim 970.876.5372

Ferny's Tacos

Taqueria Garcia

LOOKING FORWARD to seeing everyone at the park!

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## Tired of the Commute? Work for the Town of Silt!



### Utility Billing Clerk

**TIRED OF COMMUTING???** The Town of Silt is accepting applications for the full-time position of Utility Billing Clerk. The ideal applicant will have knowledge of general office practices with an opportunity to expand

roles in the future. This position will require some level of working with various departments and direct interface with customers. Pay range for this position is \$20.00 - \$22.00/hr DOQ and includes a very competitive benefits package. Must have a valid Colorado driver's license. The Town of Silt is a EOE and conducts background investigations and drug testing as a condition of employment. Applications can be downloaded at: [www.townofsilt.org](http://www.townofsilt.org) or picked up at Town Hall, located at 231 N. 7<sup>th</sup> Street, Silt. Please submit application and

resume to: Town of Silt, PO Box 70, Silt, CO 81652, email [atucker@townofsilt.org](mailto:atucker@townofsilt.org) or fax to (970) 876-2937. Deadlines for applications will be 5:00 p.m. June 30, 2023. Please contact Amie Tucker for more information at (970) 876-2353 ext. 104.

## **Other Job Openings at the Town!**

### **Building Inspector**

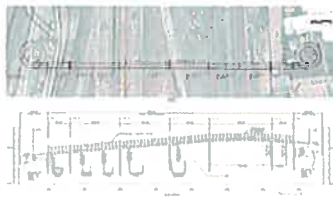
**The Town of Silt** is looking for a Building Inspector. This position works closely with the public on a regular basis to provide customer service on building and planning issues in our Community Development Department. Requires a high school education with at least two (2) years of experience in building inspection, building construction, building trades, with experience in reading drawings, interpreting building codes, and use of reference related materials. This position requires a Building Inspector certification. Experience as a Plans Examiner or ability to learn a plus. Driver's License and good driving record required. Starting salary \$25.96 to \$ 36.06/hour. The Town of Silt is a EOE and conducts background investigation and drug testing as a condition of employment. Applications and a full job description can be downloaded at [www.townofsilt.org/jobapplication](http://www.townofsilt.org/jobapplication) or picked up at Town Hall. For questions contact Nicole Centeno at (970) 876-2353 ext. 110 or email her at: [nicole@townofsilt.org](mailto:nicole@townofsilt.org). Please submit application and resume to: Community Development Department, Town of Silt, P.O. Box 70, Silt, CO 81652. Applications will be accepted through July 17, 2023. o edit this placeholder text.

### **Police Officer**

**The TOWN OF SILT**, an active and growing rural community, population 3600 located along I-70 in western Colorado, is accepting applications for the position for Police Officer. The ideal applicant will have knowledge of applicable laws, ordinances, and department rules and regulations, and the physical ability to perform the position. Hiring range for this position is \$45,000 - \$67,000 DOQ and includes a very competitive benefits package. Must have Colorado P.O.S.T. certification and a valid Colorado driver's license, experience preferred. The Town of Silt is an EOE and has a competitive benefits package. Applications can be downloaded at: [www.townofsilt.org](http://www.townofsilt.org) or picked up at Town Hall, located at 231 N. 7<sup>th</sup> Street, Silt. Please submit application and resume to: Town of Silt, PO Box 70, Silt, CO 81652, email [mkite@townofsilt.org](mailto:mkite@townofsilt.org) or fax to (970) 876-2937. Position open until filled, applicants will be contacted regarding testing date. Please contact Chief Kite for more information at 876-2735.

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### **Silt Receives \$904,000 TAP Grant**



The Town of Silt recently received word that it had received a \$904,000 Transportation Alternatives Program (TAP) grant that will allow the Town to finish the design and engineering work necessary for the pedestrian bridge over I-70.

The Federal TAP funds are for fiscal years 2024, 2025, and 2026. Once the design is complete, the Town will work to secure funding for the construction project itself.

While still many years out, the grant is key to attracting additional funding to actually build the project. Silt's Public Works Director Trey Fonner wrote the grant with the assistance of Treasurer Amie Tucker providing accounting support.

(The diagram shown is a concept of what the pedestrian bridge might look like. It is subject to change).

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## Next Movie Night Coming Up July 7



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## Silt Farmer's Market: July 12-August 30





.....and Music at the Market, too!

## Music At The Market

Veteran's Park - 500 Home Avenue, Silt  
Wednesdays from 4:30 - 7:30

July 12th - Joey Ball  
July 19th - ZINZIN  
July 26th - Tim & Melissa  
August 2nd - Oran Mor  
August 9th - Hannah Haupt  
August 16th - Stone Kitchen  
August 23rd - Jeff Wold  
August 30th - Colorado Curry Duo



## 2023 Silt Events Calendar

Sat, April 8	Easter Egg Hunt - 9 a.m. (Roy Moore - 9th & Orchard)
Fri, April 21	Arbor Day Tree Planting
April 24 - April 29	Silt Clean Up - 8 a.m. to 4:30 p.m. (Town Shop - 612 N. 7 <sup>th</sup> St)
May 5 - May 7	Silt on Sale (Advertised Silt Garage Sales Weekend)
Fri, June 9	Summer Movie In The Park Series - Dusk (Veterans' Park)
Sat, June 3	Bike Rodeo
Fri, June 23	Party at the Pavilion - The Ozymorons
Wed, July 12 - Aug 30	Silt Farmers' Market Plus - Wednesdays
Fri, July 7	Summer Movie In The Park Series - Dusk (Veterans' Park)
Fri, July 14	Party at the Pavilion - The Band of Brothers
Fri, July 21	Summer Movie In The Park Series - Dusk (Veterans' Park)
Sat, August 19	Heyday - 7 a.m. to 9 p.m. (Veterans' Park)
Fri, August 25	Party at the Pavilion - TBD
October 16-21	Silt Clean Up - 8 a.m. to 4:30 p.m. (Town Shop - 612 N. 7 <sup>th</sup> St)
Tue, October 31	Malin Street Trick or Treat, Family Fall Fest & Chili Cook-Off
Tue, November 21	Downtown Tree Lighting Ceremony/Sitting With Santa

**\*All events are subject to change\***  
For More Information, Please Call Town Hall at 876-2353 Ext 110

# Use Irrigation Water Wisely

Irrigation water is available from May 1st - October 1st



## What Times Of The Day Can I Water?

11:00 a.m. - 10:00 a.m. or 5:00 p.m. to 11:40 a.m.

Maximum of 10 minutes per zone!

\*Midnight to midnight is defined as an "irrigation day"



## What Days Can I Water?

Even Numbered Addresses: Mondays, Wednesdays and Saturdays

Odd Numbered Addresses: Tuesdays, Thursdays and Sundays



The Town is conducting a mandatory audit of each property utilizing irrigation water.

Please call Town Hall to schedule your audit at 970 876-2353 Ext. 106

## What Restrictions Does The Town Enforce?

Penalty Assessments Will Be Written Into 1st Municipal Court  
For The Following Violations:

- Watering on Fridays (The tanks need a day to refill)
- Watering between the hours of 10:00 a.m. to 5:00 p.m.
- Watering for more than 10 minutes per zone
- Watering more than your allotted irrigatable space



## Save July 15 to Hobble for the Historical Park!



## 5k WALK/RUN/HOBBLE

When: Saturday, July 15 @ 8 a.m. \*check-in starts at 7 a.m.

Where: Silt Historical Park - 707 Orchard Avenue

Cost: \$35 per person (participate in person or virtually)

**\*\*ALL PROCEEDS BENEFIT THE SILT HISTORICAL PARK\*\***

GO TO <https://silthistorical.org/siregistration> to register

FIRST 40 PARTICIPANTS TO REGISTER GET A RACE SHIRT!

Questions? Contact Desi Kirkpatrick at (970) 309-3351 or [silthobble@gmail.com](mailto:silthobble@gmail.com)



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June 30, 2023

News You Can Use

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## Happy Independence Day, Silt!



## Have a wonderful, safe weekend!

Silt Town Hall will be open on Monday, July 3, from 8-3 PM and closed on Tuesday to allow Town employees to celebrate the holiday! Town business will resume on Wednesday, July 5. The Silt Police and Water/Wastewater crews will be working to keep us all safe and "in water"!

---

## Silt Fireworks Q & A: Garfield County fires re-emphasize importance of fire prevention!



1. What is allowed or banned in the Town of Silt in regards fireworks? ***Due to extreme fire danger the Town of Silt is prohibiting the use of all fireworks.***
2. How can Silt residents safely enjoy fireworks over the 4th? ***The Town of Silt encourages its citizens to attend any regulated and safe events that our neighboring communities may be hosting.***

Be Safe This Weekend!

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## Eagle's View Park Gets a New Playground; Fall Protection



### Ribbon Cutting Next Week

The Town of Silt will celebrate its work on its newest playground renovation next week.

Eagle's View Park received a \$180,000 facelift with a new playground and fall protection system. The Town contracted with a playground company to supply and install the new playground and utilized its own crews to install the fall protection.

The Town will conduct a ribbon-cutting ceremony next Wednesday, July 5 at 10 AM complete with donuts and drinks! Everyone is welcome, especially all the kids!



# Town to Pave Tara Streets

The Town of Silt's Public Works Department announced plans to begin milling and repaving Cottonwood, Birch and Dogwood streets in the Tara subdivision. The work is scheduled to begin on August 1.

Home Avenue in the area is slated to be rebuilt in 2024.



## Irrigation Water System Holds Up!

### Silt Citizens; Town Respond to Challenge



After the Town of Silt was notified that the Cactus Valley Ditch went off-line last week for emergency repairs, Silt citizens responded by avoiding Friday watering and allowing the irrigation tanks to refill fully in time for the hot weekend.

The ditch was back on line quickly and no shortages were reported. The Town's improvements to the system a couple of years ago contributed to quick recovery.

The Cactus Valley Ditch is managed by the Grand River Ditch Company and represents a large portion of the Town's irrigation water.

### Use Irrigation Water Wisely

Irrigation water is available from May 1st - October 31st

#### What Times Of The Day Can I Water?

12:00 a.m. to 06:00 a.m. or 1:00 p.m. to 7:00 p.m.  
Impounds of 10 minutes per zone, during the allowed irrigation days and hours.  
\*An "irrigation day" is defined as midnight to midnight.

#### What Days Can I Water?

(Even) Numbered Addresses: Mondays, Wednesdays and Fridays  
Odd Numbered Addresses: Tuesdays, Thursdays and Saturdays  
\*MWD is a 10 minute, 10:00 AM to 1:00 PM

#### What Restrictions Does The Town Enforce?

Priority Customers will be Watered first then the rest of the town.

- Watering on Friday (The last day of the week)
- Watering between the hours of 06:00 a.m. to 1:00 p.m.
- Watering for more than 10 minutes per zone
- Watering more than your allotted impounding zone
- Watering outside of your designated zone



# Lead and Copper Test Kits to be Distributed to 20 Residents

On July 10<sup>th</sup> the Town of Silt will be handing out Lead and Copper testing kits to 20 residents in Town. Citizen assistance is necessary in collecting samples and returning them to the Town. Instructions will be enclosed in the kits. This is a yearly testing requirement by the Colorado Department of Public Health and Environment.

In previous years the Town was required to collect 10 samples. The State recently moved Silt from a level one distribution system to a level two, changing the testing requirements. Distribution system levels of testing are determined by the Water Quality Control Commission.



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## Movie In The Park



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## IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

Town of Silt

**Had the following Violations Identified During a Drinking Water Inspection**

Este informe contiene información muy importante sobre su agua potable. Tradúzcalo o hable con alguien que lo entienda bien.

Our water system recently violated a drinking water requirement. Although this situation is not an emergency, as our customers you have a right to know what happened, what you should do, and what we are doing to correct this situation.

A routine drinking water inspection conducted on May 3, 2023 by the state drinking water program identified the following violations that may pose a risk to public health.

Identified Violation	Date Correction is Required	Steps We Are Taking
Failed to meet Backflow Assembly Testing Compliance Ratio	9/19/2023	Continuing to do public outreach and enforcement for non-compliant customers with out-of-date backflow testing

- Inadequately treated or inadequately protected water may contain disease-causing organisms. These organisms can cause symptoms such as diarrhea, nausea, cramps, and associated headaches.
- Failure to perform the required start-up procedures prior to serving water to the public has the potential to distribute contaminated water. When our system shuts down operation, the lack of pressure in our pipes can allow the entry of bacteria and other disease-causing microorganisms into the drinking water. By performing start-up procedures such as flushing the pipes, disinfecting the water, and collecting a coliform bacteria sample before we open, we can be sure that we are providing you with safe water.
- Inadequately maintained storage tanks, identified through inspections, may allow contaminants or disease-causing organisms to enter the drinking water, which can cause diarrhea, nausea, cramps, and associated headaches.
- Uncontrolled cross connections can lead to a back pressure or siphonage event that may allow contaminants or disease-causing organisms to enter

the drinking water, which can cause diarrhea, nausea, cramps, and associated headaches.

### **What does this mean? What should I do?**

- There is nothing you need to do at this time. If a situation arises where the water is no longer safe to drink, you will be notified within 24 hours.

We anticipate resolving the problem by **December 31<sup>st</sup> 2023**. For more information, please contact **Trey Fonner** at [trey@townofsilt.org](mailto:trey@townofsilt.org) or **970-876-2353**, or **PO Box 70 Silt Colorado 81652**.

*\*Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail. \**

This notice is being sent to you by: Town of Silt - 123710

Date distributed: **June 23rd in newsletter, mailed with water bill on July 1st**

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## **Town Presents for Water Main Grant Application**

Mayor Pro Tem Derek Hanrahan led a Town of Silt delegation to Denver this week to make a presentation supporting a grant application to the Colorado Department of Local Affairs. Public Works Director Trey Fonner and Town Administrator Jeff Layman accompanied Derek in providing information on the grant request for nearly \$1 MM to replace the main water pipe from the Silt Water Plant under I-70 and the railroad tracks. The total project cost will be about \$1.7 MM. Grant recipients will be announced next month and construction is slated to start soon after.

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## **Jobs in Silt!**

### **Tired of the Commute? Work for the Town of Silt!**



#### **Utility Billing Clerk**

**TIRED OF COMMUTING???** The Town of Silt is accepting applications for the full-time position of Utility Billing Clerk. The ideal applicant will have knowledge of general office practices with an opportunity to expand roles in the future. This position will require some level of working with various departments and direct interface with customers. Pay range for this position is \$20.00 - \$22.00/hr DOQ and includes a very competitive benefits package. Must have a valid Colorado driver's license. The Town of Silt is a EOE and conducts



background investigations and drug testing as a condition of employment. Applications can be downloaded at: [www.townofsilt.org](http://www.townofsilt.org) or picked up at Town Hall, located at 231 N. 7<sup>th</sup> Street, Silt. Please submit application and resume to: Town of Silt, PO Box 70, Silt, CO 81652, email [atucker@townofsilt.org](mailto:atucker@townofsilt.org) or fax to (970) 876-2937. Deadlines for applications will be 5:00 p.m. June 30, 2023. Please contact Amie Tucker for more information at (970) 876-2353 ext. 104.

## **Other Job Openings at the Town!**

### **Building Inspector**

**The Town of Silt** is looking for a Building Inspector. This position works closely with the public on a regular basis to provide customer service on building and planning issues in our Community Development Department. Requires a high school education with at least two (2) years of experience in building inspection, building construction, building trades, with experience in reading drawings, interpreting building codes, and use of reference related materials. This position requires a Building Inspector certification. Experience as a Plans Examiner or ability to learn a plus. Driver's License and good driving record required. Starting salary \$25.96 to \$ 36.06/hour. The Town of Silt is a EOE and conducts background investigation and drug testing as a condition of employment. Applications and a full job description can be downloaded at [www.townofsilt.org/jobapplication](http://www.townofsilt.org/jobapplication) or picked up at Town Hall. For questions contact Nicole Centeno at (970) 876-2353 ext. 110 or email her at: [nicole@townofsilt.org](mailto:nicole@townofsilt.org). Please submit application and resume to: Community Development Department, Town of Silt, P.O. Box 70, Silt, CO 81652. Applications will be accepted through July 17, 2023.o edit this placeholder text.

### **Police Officer**

**The TOWN OF SILT**, an active and growing rural community, population 3600 located along I-70 in western Colorado, is accepting applications for the position for Police Officer. The ideal applicant will have knowledge of applicable laws, ordinances, and department rules and regulations, and the physical ability to perform the position. Hiring range for this position is \$45,000 - \$67,000 DOQ and includes a very competitive benefits package. Must have Colorado P.O.S.T. certification and a valid Colorado driver's license, experience preferred. The Town of Silt is an EOE and has a competitive benefits package. Applications can be downloaded at: [www.townofsilt.org](http://www.townofsilt.org) or picked up at Town Hall, located at 231 N. 7<sup>th</sup> Street, Silt. Please submit application and resume to: Town of Silt, PO Box 70, Silt, CO 81652, email [mkite@townofsilt.org](mailto:mkite@townofsilt.org) or fax to (970) 876-2937. Position open until filled, applicants will be contacted regarding testing date. Please contact Chief Kite for more information at 876-2735.

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