



2025 BUDGET WORK SESSION #1





DEPARTMENTAL OVERVIEWS

- Executive & Administrative
- Community Development
- Police
- Public Works & Utilities

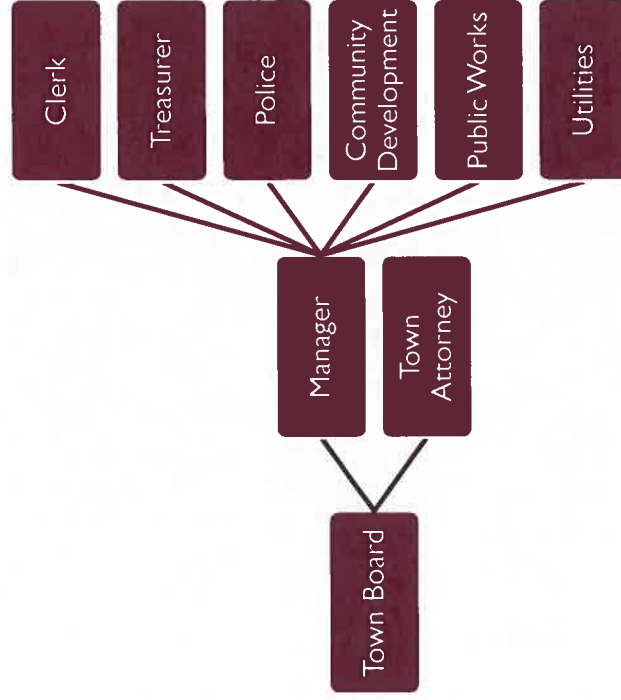


2025 EXECUTIVE & ADMINISTRATIVE BUDGETS





ORGANIZATIONAL STRUCTURE



BOARD OF TRUSTEES



- Reduced Contract Services (Audio Visual for Board Meetings)
- Added \$10,000 for Downtown Business Improvements
 - Funds only exterior improvements
 - 50% match
 - \$1,000 maximum award unless Board Action

BOARD CONTRIBUTIONS



- Board Contributions to various community organizations
 - Youth Zone – 9/23/24
 - River Center – 10/15/24
 - Garfield Clean Energy – 10/28/24
 - Others?

Total	\$35,900
Youth Zone	\$5,000
RFOV	\$1,000
River Center	\$2,000
Mind Springs	\$2,000
Silt HEYDAYS	\$2,000
Garfield Clean Energy	\$3,400
Chamber	\$3,000
Middle CO. Watershed	\$5,000
Economic Dev. Partnership	\$5,000
General	\$5,000
AGNC	\$2,500

ADMINISTRATION



- Manager
 - Day to day operation
 - Board initiatives
 - Operational initiatives
 - Web site redesign
 - Exploration/Discussion on improved transportation services
 - Property acquisition
 - Jenkins Property for downtown parking and front street realignment (budgeted)
 - Anderson Property for blight elimination (budgeted \$130,000)
 - Town operations space needs analysis

CLERK & TREASURER



- Administrative function of operations
 - Record Keeping
 - Accounting
 - Payroll
 - Accounts Payable
- Initiatives
 - Replace phone system w/Voice Over IP (VOIP) – lower overall phone costs, including equipment
 - Audit RFP
 - Investment Analysis

GLOBAL BUDGETARY ISSUES



- Compensation
 - 3% Cost of Living Increase (each 0.50% equates to approximately \$15,000)
 - 2% Merit Increase
- Benefits
 - Health insurance 13.5% increase for status quo health plan
 - Recommend elimination of \$600/employee wellness benefit to offset increase Health Insurance Premium
- Property and Liability Insurance
 - 50% increase in premiums



NEXT BUDGET WORK SESSION

- Overall Capital Plan
- Revenue Discussion
 - Projected Revenues
 - Fee Suggestions
- Board Discussion and Recommendations



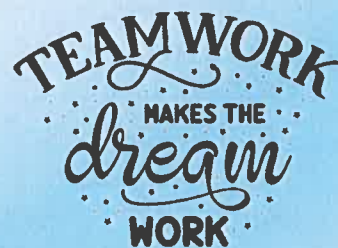
COMMUNITY DEVELOPMENT DEPARTMENT

Nicole Centeno- Community Development Director

Dusti Tornes- Community Development Administrative Assistant

Dan Reardon (Shums Coda)- Contract Inspector/Plan Reviewer

Mark Chain- Contract Planner



Overview of Community Development

- ▶ Administration
- ▶ Building Department
 - ▶ Permitting
 - ▶ Inspections
- ▶ Planning & Zoning
 - ▶ Development Review
- ▶ Recreation
- ▶ Special Events

WHAT IS COMMUNITY
DEVELOPMENT?



Community Development Administration

2024 Budget- \$67,725

What is the Community Development Administration Responsible For?

- ▶ Meeting, Phone Calls, Emails, Customer Service
- ▶ Communications
 - ▶ Website
 - ▶ Facebook and Instagram
 - ▶ LED Sign on 9th Street
 - ▶ Text My Gov
 - ▶ Access Channel
 - ▶ Flyers and Distribution
- ▶ Town Rentals
 - ▶ Town Center
 - ▶ Field Rentals
- ▶ Business Licenses
 - ▶ Process, Inspect and Issue
- ▶ Manage Whole Department Function
- ▶ Public Records Request



Community Development Administration

2024 Accomplishments, Year To Date

- ▶ Average Social Media Post Engagements (Monthly)- 4,689
 - ▶ Facebook Followers- 3,283
 - ▶ Instagram Followers- 154
- ▶ Text My Gov Members- 253
 - ▶ Total Outgoing & Incoming Messages- 85,343
- ▶ Business Licenses Issued- 132
- ▶ Vendor's Licenses Issued- 34
- ▶ Town Center Rentals- 109
- ▶ Field Rentals- 263



Community Development Administration

Proposed 2025 Budget- \$49,925 (Includes 26.28% Decrease)

Goals and Objectives:

- ▶ Develop New Town Website
 - ▶ ADA Compliant and Incorporate with Sports Connect & Discover Silt
 - ▶ Funding Needed
- ▶ Integrate Town Rentals Into Sports Connect Software
- ▶ Increase Communications
 - ▶ Release All Communications in English and Spanish



Community Development Administration

Issues/Concerns

- ▶ Workspace
 - ▶ The Community Development Department would benefit from additional workspace, as we currently have two employees and hopefully a third soon!



Building Department

What is the Building Department Responsible For?

2024 Budget- \$143,750

- ▶ New Application Intake
 - ▶ Review For Completeness
 - ▶ Create Folder and Assign Permit Number
- ▶ Process Applications
- ▶ Issue Permits
- ▶ Assess Permit Fees, Re-Inspect Fees and Use Tax
- ▶ Administer BEST Tests
- ▶ Process & Issue Contractor's Licenses
- ▶ Schedule and Complete Inspections
- ▶ Track Progress on Issued Permits
- ▶ Customer Service- Calls, Emails and Walk-Ins
- ▶ Addressing Properties

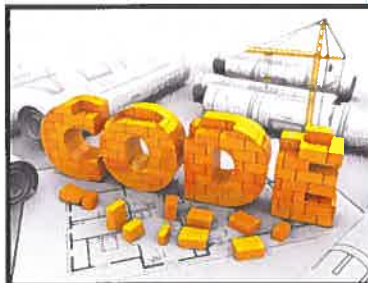


Building Department

2024 Accomplishments, Year To Date

- ▶ Contractor Licenses Issued- 261
- ▶ Process & Issue
 - ▶ Input on Spreadsheet
 - ▶ Track expired BEST Cards and Insurance
 - ▶ Scan and File (Retention)
- ▶ Best Tests- 94
 - ▶ Administered
 - ▶ Input on Spreadsheet
 - ▶ Scan and File (Retention)
- ▶ Permits Issued- 180
 - ▶ New Application Intake
 - ▶ Permits Issued
 - ▶ Input on Spreadsheet Scan and File (Retention)
- ▶ C.O.'s Issued- 14
- ▶ Inspections Completed- 434

Building A Better Future



Building Department

Proposed 2025 Budget- \$205,510 (Includes 42.96% Increase)

Goals and Objectives:

- ▶ Hire a Building Inspector
 - ▶ Majority of above increase is due to reallocation of BI to the Building Department (a significant portion used to be charged to utilities)
- ▶ Decrease Time Frame for Permit Issuance and Reviews
- ▶ Implement Community Development Software
- ▶ Revamp BEST Tests
- ▶ Organize Archives / Retention Files
- ▶ Send Resources to Educate Contractors
- ▶ Increase includes reallocating the Building Inspector position to the Building Department, not utilities



Building Department

Issues/Concerns

- ▶ Hiring a Building Inspector
 - ▶ Training
 - ▶ Retention
- ▶ Code Enforcement
- ▶ Accurate Record Keeping (Past and Present)
 - ▶ Digitizing Past Records
 - ▶ Organize Past Records
- ▶ Timely Issuance/Review of Permits
- ▶ Limited Inspection Days and Times



Planning & Zoning

2024 Budget- \$202,150

What is the Planning Department Responsible For?

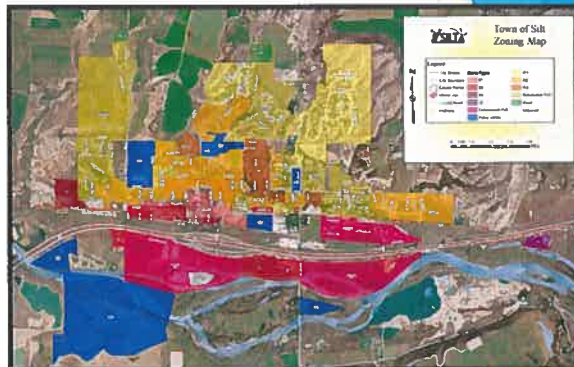
- ▶ Land Use Applications (Special Use, Variance, Site Plan Review, Annexation etc...)
 - ▶ Intake / Make Folder
 - ▶ Process Application
 - ▶ Take to P&Z and/or BOT
- ▶ Public Notices
 - ▶ Write and Send Required Notice for P&Z and BOT (Newspaper and to Applicant for Certified Mailings)
- ▶ Resolutions
 - ▶ Planning and Zoning Resolutions, as well as Board of Trustee Resolutions
- ▶ P&Z Meetings
 - ▶ Agenda, Agenda Item Staff Report, Packet, Zoom Link, Chamber Set-up, Minutes
- ▶ Intergovernmental Communications
- ▶ Building Permit Zoning Reviews
- ▶ GIS Mapping
- ▶ Research and Customer Service



Planning & Zoning

2024 Accomplishments, Year To Date

- ▶ Site Plan Review- 10
- ▶ Special Use Permits- 2
- ▶ Annexations- 3
- ▶ Zoning Variance- 2
- ▶ Fence Exception- 4
- ▶ Sign Exemption- 2
- ▶ Boundary Adjustment- 3
- ▶ Subdivision- 1
- ▶ P&Z Meetings
- ▶ Sketch/Prelim/Final Plan PUD- 4
- ▶ Census and GarCo Updates



Planning & Zoning

Proposed 2025 Budget- \$171,000 (Includes 15.41% Decrease)

Goals and Objectives:

- ▶ Shorten Processing Time For Land Use Applications
- ▶ Clean-Up Sections of Code (Public Notice Requirements and Title 16&17)
- ▶ Create Affordable Housing Code/Policies, Via Housing Needs Assessment
- ▶ Increase Community Engagement



Planning & Zoning

Issues/Concerns

- ▶ Public Notice Requirements
- ▶ Time Management
 - ▶ Trainings & Continuing Education
 - ▶ Organization
 - ▶ The Small Things That Are Hard To Find Time For 😊



Planning & Zoning Commission

2024 Budget- \$10,700

What is the Planning & Zoning Commission Responsible For?

- ▶ The Planning and Zoning Commissioners are appointed by the Board of Trustees, to serve as a decision making and recommending body on a variety of Land Use and Zoning Regulations
- ▶ The Planning Commission is a 7 member board, consisting of 5 permanent voting members and 2 alternates
- ▶ The Planning and Zoning Commission meets the first Tuesday of each month, or more often is necessary. Meetings are held at 6:30, at Town Hall and Zoom
- ▶ The Commissioners are a recommending body for Annexations, Zoning/Re-Zoning, Preliminary/Sketch/Final Plans, and Special Use Permits
- ▶ The Commissioners are a final decision making body for Variances, Sign Exceptions, Comprehensive Plan Amendments, and Site Plan Reviews

Planning & Zoning Commission

2024 Accomplishments, Year To Date

- ▶ Regular Scheduled Meetings- 10
- ▶ Joint Meetings- 3
- ▶ Land Use Applications- 23
- ▶ Training

ZONING *matters*



Planning & Zoning Commission

Proposed 2025 Budget- \$16,250 (Includes 51.87% Increase)

Goals and Objectives:

- ▶ Support Board of Trustees and Town Staff
- ▶ Training Opportunities
- ▶ Regular Legal Updates
- ▶ Engage and Educate Community



Planning & Zoning Commission

Issues/Concerns

- ▶ Commissioner Resignations and Expiring Terms
- ▶ Limit of 1 meeting a month
- ▶ Community Engagement
- ▶ Community Education



Recreation

2024 Budget- \$68,625

What is Silt Recreation?

- ▶ Silt Recreation offers a growing variety of youth sports.
- ▶ Several of our sports are in-house leagues, but we also offer more competitive options and levels of play through our collaboration with Colorado River Valley League.
- ▶ The Colorado River Valley League includes New Castle, Silt, Rifle, Grand Valley, De Beque, Collbran, Meeker and sometimes Glenwood Springs.



Recreation

2024 Accomplishments, Year To Date

- ▶ Boys Basketball Season (Jan-March)
 - ▶ 56 Players
- ▶ Spring Micro Soccer (April-May)
 - ▶ 101 Players
- ▶ T-Ball & Coach Pitch (June-July)
 - ▶ 33 Players
- ▶ Fall Micro Soccer (August-October)
 - ▶ 74 Players
- ▶ Girls Basketball (October-December)
 - ▶ 30 Players



Recreation

Proposed 2025 Budget- \$77,150 (Includes 12.42% Increase)

Goals and Objectives:

- ▶ Continue to grow all of our existing programs
- ▶ Integrate girls fall volleyball
- ▶ Purchase a Safe Sport membership
- ▶ Replace some aging equipment and purchase new programming equipment
- ▶ Hire a part-time summer seasonal employee to help with rec, events and other Community Development needs



Recreation

Issues/Concerns

- ▶ Officiating Shortages
- ▶ Aging Equipment and Increased Replacement Costs
- ▶ Lack of Coaches



Special Events

2024 Budget- \$68,750

What is Silt Special Events?

- ▶ Silt hosts several family friendly events throughout the year
- ▶ Most events include vendors and local businesses
- ▶ Silt's events create an opportunity for volunteer hours to be obtained by our local Honor Society High Schoolers, 4-H Clubs, non-profit organizations as well as community members that wish to be more involved



Special Events

2024 Accomplishments, Year To Date

- ▶ Easter Egg Hunt
- ▶ Arbor Day Tree Planting
- ▶ Silt Spring & Fall Clean-Up
- ▶ Silt on Sale
- ▶ Movies in the Park- 3 total in 2024
- ▶ Party at the Pavilion- 4 total in 2024
- ▶ Main Street Trick or Treat
- ▶ White Christmas Tree Lighting/Sitting with Santa



Special Events

Proposed 2025 Budget- \$136,150 (Includes 98.04% Increase)

Goals and Objectives:

- ▶ Create opportunities for community gatherings
- ▶ Increase the quality of life
- ▶ Support local businesses and vendors
- ▶ Boost tourism
- ▶ Stimulate economy
- ▶ Increase includes reallocated funds for fire works



Special Events

Issues/Concerns

- ▶ Staffing
- ▶ Increased Costs
- ▶ Incentivizing Vendors



**TOWN OF SILT
BOARD OF TRUSTEES WORK SESSION AGENDA
TUESDAY, OCTOBER 15, 2024 – 5:30 P.M.
MUNICIPAL COUNCIL CHAMBERS**

EST. TIME	DISCUSSION TOPIC	PRESENTOR
5:30 80 min	Budget Discussion #1	Manager Mann & Treasurer Tucker

REGULAR BOARD OF TRUSTEES AGENDA - 7:00 P.M.

ESTIMATED TIME	AGENDA ITEM	PUBLIC HEARING or ACTION ITEM	STAFF PRESENTOR
	Agenda		Tab A
7:00	Call to order		Mayor Richel
	Roll call		
	Pledge of Allegiance and Moment of Silence		
7:05	Public Comments - 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		
7:20 5 min	Consent agenda – 1. Minutes of the September 23, 2024 Board of Trustees meeting 2. Resolution No. 34, Series 2024, A RESOLUTION OF THE BOARD OF TRUSTEES APPROVING AN AGREEMENT FOR PROFESSIONAL SERVICES WITH WRIGHT WATER ENGINEERS FOR WATER RIGHT ANALYSIS FOR THE TOWN OF SILT, COLORADO	Action Item	Tab B Mayor Richel
	Conflicts of Interest		
7:25	Agenda Changes		
7:25 10 min	Water Plant Construction Update – Dan Galvin with Garney	Info Item	Tab C Manager Mann
7:35 15 min	River Center Request for 2025 Funding – Executive Director Gina Long	Info Item	Tab D Manager Mann
7:50 10 min	Flock Camera System Update	Info Item	Tab E Chief Kite & Lt. Gronbeck
8:00 5 min	Offer to Purchase – Holiday Inn Express Property	Action Item	Tab F Manager Mann

8:05 15 min	Executive Session – For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiation, and instructing negotiators under CRS Section 24-6-402(4)(e) – Sale of Holiday Inn Express Property		
8:20 5 min	Manager and Staff Reports	Info Item	Tab G Manager Mann
8:25 10 min	Updates from Board / Board Comment		
8:35	Adjournment		
<p>The next regularly scheduled meeting of the Silt Board of Trustees is Monday, October 28, 2024. 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.</p>			

Tentative upcoming meetings / work sessions topics:

October 28 – Budget Work Session 2
November 12 – Budget Work Session 3
November 25 – Budget Work Session 4 (if required)
December 9 – Adopt 2025 Budget

**TOWN OF SILT
REGULAR BOARD OF TRUSTEES MEETING
SEPTEMBER 23, 2024 – 7:00 P.M.**

The Silt Board of Trustees held their regular meeting on Monday, September 23, 2024. Mayor Pro-tem Hanrahan called the meeting to order at 7:03 p.m.

Roll call	Present	Mayor Pro-tem Derek Hanrahan
		Trustee Justin Brintnall
		Trustee Chris Classen
		Trustee Kim Ingelhart
		Trustee Andreia Poston
		Trustee Jerry Seifert
	Absent	Mayor Keith Richel

Present were Town Manager Jim Mann, Town Clerk Sheila McIntyre, Town Treasurer Amie Tucker, Community Development Director Nicole Centeno, Deputy Town Clerk Lori Malsbury, Chief of Police Mike Kite 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 September 9, 2024, Board of Trustees meeting
2. Consciously Crafted dba High Q Silt – Retail Marijuana License Renewal
3. **Resolution No. 33, Series 2024**, A RESOLUTION SUPPORTING THE SUBMITTAL OF A NON-MOTORIZED TRAILS GRANT APPLICATION IN THE AMOUNT OF \$45,000 TO COLORADO PARKS AND WILDLIFE FOR THE PURPOSE OF DEVELOPING A CONCEPTUAL PLAN FOR A TRAIL SYSTEM TO ACCESS PUBLIC LANDS NEAR THE TOWN OF SILT, GARFIELD COUNTY, STATE OF COLORADO

Mayor Pro-tem Hanrahan read into the record comments from Mayor Richel requesting that the grant application be amended to include language that stated that there would not be any closures or limitations on existing motorized uses within the same area.

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

Conflicts of Interest – There were no conflicts of interest.

Agenda Changes – There were no agenda changes.

Silt Heyday 2024 Update – Peggy Swank

Heyday committee member Peggy Swank was present to provide an update and the highlights of this year's Heyday event. Ms. Swank thanked the Town for their support that in turn helped make this Heyday a great success. Manager Mann stated that staff is already working towards increasing the electrical at the park to 200-amps and improving the Wi-Fi at Veteran's Park. These two items will be very beneficial for all who use the park in the future.

Camario Phase 2 – Infrastructure and Parcel and Ownership Request

Present tonight were applicant Ken Ash and Nathan Bell, engineer for the project. Director Centeno went through her staff report stating that the applicants are proposing a phased infrastructure and a reduction in their letter of credit. Ms. Centeno stated that staff is supportive of the phased infrastructure / construction areas. It has been clarified with the applicant as to what would constitute as being considered complete and dedication ready, to allow for a letter of credit release. The applicants engineer, the town's engineer and staff are in agreement with each phase needing to be fully inspected and reviewed prior to any letter of credit releases.

The applicant had previously requested that the Town subdivide it's 2-acre parcel, which sits on the west edge of the Phase 2 parcel and dedicate the portion north of the proposed Orchard Avenue extension to provide for 2-single family housing units. Due to the costs associated with the extension of Orchard Avenue and the soccer field, the applicant is asking once again for the town to donate the northern parcel in exchange for the additional costs incurred by the applicant at an approximate additional cost of \$400,000.

There was discussion on whether the Subdivision Improvements Agreement (SIA) should need to be amended to better clarify the section the speaks to the reductions to the letter of credit. Mayor Pro-tem Hanrahan read in the record comments provided by Mayor Richel that expressed his concerns of phasing out the project and making large changes mid project. The applicants stated that it is not their intention to turn the entire project into phases, and that it is just a single phase with partial releases of the letter of credit.

There was a consensus to clarify the SIA to make it clearer if necessary and to dedicate to two lots north of Orchard to the applicant at the completion of the park and road. The town would be responsible for covering the costs associated with the subdivision of the parcel in order to make this happen.

Mr. Ash stated that with this agreement they would install the water and sewer services under the existing pavement for those two northern lots while they are doing the work now. Mr. Bell also stated that he recommends that they stub in water services to the south of the Orchard Avenue extension just in case plans change in the future that would require water or sewer on that 2-acre parcel. Mr. Ash assured the Board that they would do everything possible to achieve completion this year.

Resolution No. 31, Series 2014, A RESOLUTION EXECUTING AN AGREEMENT WITH FREEUP STORAGE FOR THE PROVISION OF WATER SERVICE TO THE GARFIELD COUNTY ASSESSMENT PROPERTY PARCEL NUMBER 2179-101-00-018 IN THE TOWN OF

SILT, GARFIELD COUNTY, STATE OF COLORADO *(continuance requested by staff to October 15 or 28, 2024)*

Director Centeno stated that the Town continues to process the application from Free-Up Storage and address several outstanding variables to the satisfaction of the Town. Staff asks that the Board continue the Free-Up Storage application requesting out-of-town water service to October 28, 2024.

Trustee Seifert made a motion to continue Resolution No. 31, Series 2014, A RESOLUTION EXECUTING AN AGREEMENT WITH FREEUP STORAGE FOR THE PROVISION OF WATER SERVICE TO THE GARFIELD COUNTY ASSESSMENT PROPERTY PARCEL NUMBER 2179-101-00-018 IN THE TOWN OF SILT, GARFIELD COUNTY, STATE OF COLORADO and the public hearing to October 28, 2024. Trustee Classen seconded the motion and the motion carried unanimously.

Distribution of Administrative Budget

Manager Mann introduced the preliminary operational budget for 2025 for the Boards review. He went over the summary of the General Fund, the Capital initiatives slated for next year and the increases in health insurance (13.5%) as well as property/liability insurance (of almost 50%). Budget work sessions would begin at the next meeting.

August 2024 Financial Report

Treasurer Tucker went over the August 2024 financial report.

Manager and Staff Reports

Manager Mann reminded everyone of the October 9 Fall Leaders Forum and provided an update on the Home Avenue project, stating that they have come up with a solution and hope to be paving the street by the second week of October.

Updates from Board / Board Comments

The Trustees commented on the upcoming budget season, when patching would be taking place by the water station, lowering the speed limit to 25 mph on Main Street, replacing the outdated signage at the Dog Park and redoing the sidewalk between 6th and 7th Street on Home Avenue where there is just road base. The Board asked for status reports on the Brew Zone, Jumbo Storage, Autumn Ridge, the Center Townhomes Park, the expansion at Misty's and Autumn Ridge. Staff was thanked for all of their work.

Mayor Pro-tem Hanrahan commented about someone placing pamphlets all over at the dog park and that he has been picking them up in an effort to keep them from blowing around and into the river. He suggested that this person find another way to get their word out and that the dog park isn't the appropriate place.

Executive Session

Mayor Pro-tem Hanrahan made a motion to go into executive session for a discussion of a personnel matter under CRS Section 24-6-402(4)(f) – Town Manager evaluation. Trustee Brintnall seconded the motion, and the motion carried unanimously. The Board adjourned to executive session at 9:15 p.m.

At the end of executive session, Mayor Pro-tem Hanrahan made the following statement: “The time is now 9:40 p.m. and the executive session has concluded. No formal action was taken in the executive session but negotiators were given direction. The participants in the executive session were: Keith Richel, Derek Hanrahan, Justin Brintnall, Andrea Poston, Jerry Seifer, Chris Classen, Kim Ingelhart and Jim Mann. 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.

Adjournment

Trustee Seifert made a motion to adjourn. Trustee Brintnall seconded the motion and the motion carried unanimously. Mayor Pro-tem Hanrahan adjourned the meeting at 9:45 p.m.

Respectfully submitted,

Approved by the Board of Trustees

Sheila M. McIntyre
Town Clerk, CMC

Derek Hanrahan
Mayor Pro-tem

**TOWN OF SILT
BOARD OF TRUSTEES REGULAR MEETING
October 15, 2024**

AGENDA ITEM SUMMARY

SUBJECT: Consent Agenda

PROCEDURE: Action

RECOMMENDATION: Approve

SUMMARY AND BACKGROUND OF SUBJECT MATTER: Currently the Town has additional water right work to be done for the Silt River Preserve. The ponds are not necessarily identified properly as they are not lined and pull groundwater. To properly identify the ponds, some additional work needs to be accomplished by Wright Water Engineers, proposal attached, prior to proceeding to water court.

The project will fit within the current funding the Town has received related to the Silt River Preserve.

RESOLUTION FIRST READING: October 15, 2024

FUNDING SOURCE: Grant Funds

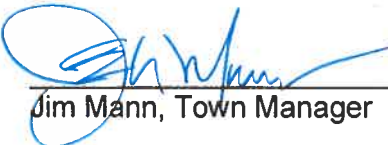
PRESENTED BY: Jim Mann, Town Manager

DOCUMENTS ATTACHED: Resolution #34-24
Wright Water Proposal Letter
Wright Water Proposal Form

TOWN ATTORNEY REVIEW [] YES [] NO INITIALS _____

SUBMITTED BY:

REVIEWED BY:



Jim Mann, Town Manager



Sheila M. McIntyre, Town Clerk

**TOWN OF SILT
RESOLUTION NO. 34
SERIES 2024**

**A RESOLUTION OF THE BOARD OF TRUSTEES APPROVING AN
AGREEMENT FOR PROFESSIONAL SERVICES WITH WRIGHT WATER
ENGINEERS FOR WATER RIGHT ANALYSIS FOR THE TOWN OF SILT,
COLORADO**

WHEREAS, the Board of Trustees (“Board”) of the Town of Silt (“Town”), Colorado, has the authority to approve agreements in accordance with the Home Rule Charter and Silt Municipal Code; and

WHEREAS, the Town developed the Silt River Preserve to include several aquatic habitat ponds; and

WHEREAS, the water right decrees for the preserve have identified deficiencies related to existing water court decree(s) in Case Nos. 95CW326 and 98CW131; and

WHEREAS, Wright Water Engineers is prepared to provide engineering assistance to the Town’s Attorney in preparing a Water Court application to modify and/or supplement the existing plan for augmentation for the Preserve.

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

1. The above recitals are hereby incorporated as findings by the Town of Silt.
2. The Board hereby authorizes Town Manager, James Mann to sign an agreement with Wright Water Engineers that provides for the services identified above.
3. The Board hereby approves the agreement in the form attached hereto as Exhibit A, as it may be amended from time to time in an amount not to exceed \$17,000, plus expenses.

INTRODUCED, APPROVED AND ADOPTED at a regular meeting of the Board of Trustees of the Town of Silt on the 15th day of October, 2024.

TOWN OF SILT

Mayor Keith B. Richel

ATTEST:

Town Clerk Sheila M. McIntyre, CMC



Wright Water Engineers, Inc.

818 Colorado Ave., Ste. 307
Glenwood Springs, CO 81601
(970) 945-7755 TEL
(970) 945-9210 FAX

www.wrightwater.com
e-mail: jkelly@wrightwater.com

Revised October 8, 2024

Via Email: jmann@townofsilt.org

Town of Silt
Jim Mann, Town Administrator

231 N. 7th Street
PO Box 70
Silt, Colorado 81652

Re: Silt River Preserve Water Rights

Dear Jim:

Wright Water Engineers, Inc. (WWE) has been working with Middle Colorado Watershed Council (MCWC) and The Town of Silt (Town) on various tasks related to the aquatic habitat and water resources at the Silt River Preserve for the past several years. Through this work, WWE and the Town's water attorney, Michael Sawyer, have identified deficiencies in the conformance of the site to the existing water court decree(s) in Case Nos. 95CW326 and 98CW131. WWE has developed this scope of work to provide engineering assistance to Mr. Sawyer in preparing a Water Court application to modify and/or supplement the existing plan for augmentation for the site.

WWE proposes to conduct the following scope of work:

1. Working with Mr. Sawyer, identify the elements of the site that are not in conformance with the existing decrees. For example, the on-site ponds are decreed as ponds; however, the ponds are not lined and intercept groundwater, therefore, they are technically pond wells.
2. Working with Mr. Sawyer, develop a strategy for modifying/supplementing the decrees to remedy the nonconforming water rights.
3. Develop the engineering basis for a plan for augmentation that quantifies the site's water demands, depletions, and out-of-priority depletions. Quantify the amount of augmentation that will need to be provided via the Town's Ruedi Reservoir contract water.
4. Prepare an engineering report documenting the basis for our findings in support of the Water Court application. We will also prepare exhibits needed to support the Water Court application.

Michael Sawyer
Revised October 8, 2024
Page 2

As the full scope of the Water Court application has not been developed, it is difficult to estimate the engineering fees to complete the scope of work. Based upon the expected scope focusing on converting the ponds to pond wells and the timing of the river depletions, we estimate fees of \$14,000 to \$17,000, plus direct costs. This budget estimate assumes that there will not need to be a quantification of the historical consumptive use associated with the ditch rights on the property. Because we do not know the level of opposition the application may face, we can only estimate our fees through the submittal of the application.

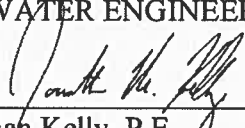
Excluded from this scope of work and budget is the evaluation of the aquifer parameters that will be used for the timing of the effects of the operation of the pond wells on the stream system. WWE will use data collected from previous field testing on the ponds for the analysis. This task will use the remaining budget from its existing contract with MCWC. The work will be completed prior to the end of 2024.

We are available to begin work upon receiving authorization to proceed via a signed Project Agreement. We anticipate that the work will be completed in sufficient time for a December 2024 Water Court filing assuming that authorization is granted by mid-October.

Please let me know if you have any questions regarding this proposal.

Sincerely,

WRIGHT WATER ENGINEERS, INC.

By 
Jonathan Kelly, P.E.
Principal Water Resources Engineer

cc: Paula Stepp, MCWC
Scott Schreiber, WWE
Michael Sawyer, Esq. Karp, Neu, Hanlon

**WRIGHT WATER ENGINEERS, INC.
PROJECT AGREEMENT**

<p>Project Name: <u>Silt River Preserve Water Rights</u></p> <p>Client Name: <u>Town of Silt</u></p> <p>Address: <u>231 N. 7th Street</u> <u>PO Box 70</u> <u>Silt, Colorado 81652</u></p> <p>Attention: <u>Jim Mann</u></p>	<p>Project Number: _____</p> <p>Project Manager: <u>Jonathan Kelly</u></p> <p>Billing Address: <u>231 N. 7th Street</u> <u>PO Box 70</u> <u>Silt, Colorado 81652</u></p> <p>Telephone: <u>(970) 876-2353 Ext. 103</u></p> <p>Cell: _____</p> <p>Email Address: <u>jmann@townofsilt.org</u></p>
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Scope of Services: (X) Attachment A, proposal dated:
Revised October 8, 2024

Or: () as stated as follows:

Prior to commencement of work, a retainer of \$ N/A will be received to be credited against the final billing. Client shall compensate Wright Water Engineers, Inc. monthly for services and expenses as set forth in the attached **Schedule of Hourly Rates (Schedule A)**.

The total invoiced amount shall not exceed by more than 10% the estimated professional fee of \$17,000 plus expenses without further negotiation and further written agreement between Wright Water Engineers, Inc. and the Client. Should work beyond that described in the Scope of Services be required, it will be paid for as extra work at a cost to be agreed upon prior to commencement of the additional work. If Wright Water Engineers, Inc. hires an attorney to collect any money due it under this Agreement, Client shall pay Wright Water Engineers, Inc. all reasonable attorney's fees and costs that it incurs in that collection effort.

Acceptance by Client:

<p>For: _____</p> <p>Date: _____</p> <p>By: _____</p> <p style="text-align: center;">Signature</p> <p style="text-align: center;">_____ (Print name and title)</p>	<p style="text-align: center;">Wright Water Engineers, Inc.</p> <p>_____</p> <p>_____</p> <p style="text-align: center;">Signature</p> <p style="text-align: center;">Jonathan Kelly, P.E., Chief Financial Officer</p> <p style="text-align: center;">_____ (Print name and title)</p>
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Acceptance by Agent of Client:

The undersigned represents and warrants that he is the duly appointed and authorized agent of the Client and that he is authorized by the Client to enter into this Agreement, in the amount specified, on behalf of the Client. However, the undersigned agrees that if the Client does not pay Wright Water Engineers, Inc. the monies due it, when due, under this Agreement that the undersigned will guarantee that obligation by promptly making payment to Wright Water Engineers, Inc., in full, of the unpaid balance due Wright Water Engineers, Inc. under this Agreement.

<p>By: _____</p> <p style="text-align: center;">Signature</p>	<p>_____</p> <p style="text-align: center;">(Print name)</p>
----------------------------------------------------------------------	--------------------------------------------------------------

**WRIGHT WATER ENGINEERS, INC. 2024
SCHEDULE OF HOURLY RATES
SCHEDULE A**

PERSONNEL	RATE PER HOUR
SENIOR PRINCIPAL/CONSULTANT	\$262
PRINCIPAL/CONSULTANT	\$250
SENIOR PROJECT ENGINEER/CONSULTANT	\$225
SENIOR ENGINEER/SCIENTIST CONSULTANT	\$200
ENGINEERING/SCIENTIST PROFESSIONAL I	\$185
ENGINEERING SPECIALIST/CONSULTANT	\$172
ENGINEERING/SCIENTIST PROFESSIONAL II	\$155
ENGINEERING DESIGNER/PROFESSIONAL III	\$142
ENGINEERING TECHNICIAN I	\$126
ENGINEERING TECHNICIAN II	\$109
ENGINEERING TECHNICIAN III	\$106
<p>◆ Automobile at 60 cents per mile ◆ Four-wheel drive/Pick-up truck at 70 cents per mile</p>	
<p><i>Ten percent (10%) will be added to all reimbursable expenses to cover administration for special consultants, independent laboratory tests, direct printing costs, telephone, supplies, lodging and subsistence, and all in-house computer, auto, postage, fax, and travel.</i></p>	

TERMS OF PAYMENT: It is agreed that this account will be billed every month. Unless otherwise approved by the Company, payment is due upon receipt of the invoice. Mail payment to the main office of the Company at 2490 West 26th Avenue, Suite 100A, Denver, Colorado 80211. If payment is not received, the client agrees to pay interest at the rate of 1.5 percent per month on the outstanding balance. This does not constitute a credit arrangement, and in no case, shall the minimum payment be less than 33 percent of the amount billed. If the account is placed with an attorney for collection, the client agrees to pay court costs and reasonable attorney fees. The liability of Wright Water Engineers, Inc. for losses or damages arising out of the errors, omissions, or negligence of Wright Water Engineers, Inc. while providing professional services shall be limited to the total fee due to Wright Water Engineers, Inc. pursuant to this agreement.



Wright Water Engineers, Inc.

2490 W. 26th Ave., Ste. 100A
Denver, CO 80211
(303) 480-1700 TEL
(303) 480-1020 FAX

www.wrightwater.com
e-mail: kthrush@wrightwater.com

Please remit payments to Wright Water Engineers, Inc. via EFT:

Business Name: Wright Water Engineers, Inc.
Address: 2490 W. 26th Ave., Suite 100A
Denver, Colorado 80211
Company Contact: Kristine Thrush, Controller
Phone Number: (303) 480-1700
Email: kthrush@wrightwater.com
Bank Name: Wells Fargo Bank N.A.
1740 Broadway
Denver, CO 80274
Routing Number: 121000248
Checking Account: 4159684521
Swift Code: WFBIUS6S
DUNS Number: 08-147-4041
Tax ID Number: 84-0602877
Remittance Advice
Email: kthrush@wrightwater.com

Thank you,

Kristine Thrush
Controller



Underslab Pipe Encasement



Electrical Ductbank Install



Underslab Pipe
Concrete
Encasement



Raw Water
Piping Tie-in



Interior Footer
Formwork



Footer Concrete
Placement



Footer Rebar &
Concrete Cont.



Interior Site
Backfill

90% GMP Budget	\$ 1,942,988	\$ 485,747	\$ -	
Adjustments	\$ (589,104)	\$ (57,773)	\$ 669,703	
CURRENT GMP BUDGET AMOUNT	\$ 1,353,884	\$ 427,974	\$ 669,703	\$ 2,451,560.92 TOTAL

6468 Contingency Change Log

Item	DATE	BY	RF#	DESCRIPTION OF CHANGE From GMP (GAIN) / LOSS	CONTINGENCY	ESCALATION BUDGET	ALLOWANCES	Sub or Vendor COR	EXTENDED	NOTE
1	11/9/2023	ALLOW	100% Docs	Decant Structure, Floor Coatings, Landscaping Allowance			373,169	GMP Budget		With 100% documents/design changes moved dollars from individual line items to Allowance Budget
2	11/9/2023	Div 12	100% Docs	Added Lab Countertop	(8,729.50)			GMP Budget		With 100% documents/design changes moved dollars from Contingency Budget to DIV. 12-Furnishings
3	11/9/2023	Div 08	100% Docs	Overhead coiling doors updated 100% quote,		(533,150)		OHD		With Vendor quote received after 90% GMP moved dollars from Escalation Budget to DIV. 08-Openings
4	11/9/2023	Div 11	100% Docs	Select Veolia Actiflo	(251,615.13)			Veolia		With directive from TOS/Plant Ops to choose Veolia over WesTech Clarifiers moved dollars from Contingency Budget to Div.011-Equipment
5	11/9/2023	Div 16	100% Docs	Electrical Scope Allowance			281,809	GMP Budget		With project budget creation moved DIV. 16-Electrical allowances to Allowances Budget
6	11/17/2023	Div 16	100% Docs	Electrical Changes 90 - 100%	(296,691.40)			Sturgeon		With 100% documents/design changes moved dollars from Contingency Budget to DIV. 16-Electrical, Sturgeon Electric subcontract
7	1/2/2024	Div 13	SC	Buildings by Design material escalation		(24,623)		BBD		With Subcontract execution/material cost escalation moved dollars from Escalation Budget to DIV. 13-Special Construction, Buildings By Design subcontract
8	1/2/2024	Div 13	RFI 001,0.1	Buildings by Design 100% changes	(24,945.72)			BBD		With 100% documents/design changes moved dollars from Contingency Budget to DIV. 13-Special Construction, Buildings By Design subcontract
9	2/21/2024		bid spread	HAUL XS MATERIAL OFF SITE EXCAVATION	62,117.00			GMP Budget		With cost savings form earthwork subcontract moved dollars from DIV. 02-Sitework to Contingency Budget
10	2/21/2024		bid spread	HAUL XS MATERIAL IMPRT FOR BACKFILL	111,518.00			GMP Budget		With cost savings form earthwork subcontract moved dollars from DIV. 02-Sitework to Contingency Budget
11	2/21/2024	AR	bid spread	PURCHASE CLASS 1 STRUCTURAL FILL	18,166.00			GMP Budget		With cost savings form earthwork subcontract moved dollars from DIV. 02-Sitework to Contingency Budget
12	3/5/2024		Existing Conditions	Stabilize NW corner of the Site, Access Road per Kumar				K5		Tracking additional cost (moved \$17,545 from aggregate import to K5)
13	3/5/2024	Div 09	100%	Reconcile Coatings Tab Sheet correct contractor spread	92,250.00			WBS Coatings		With cost savings from coatings subcontract moved dollars from DIV. 09-Coatings to Contingency Budget
14	3/5/2024		100%	Reconcile Damproofing - Correct contractor spread	1,125.00			AAA Waterproofing		With cost savings from weather proofing subcontract moved dollars from DIV. 07-Thermal & Moisture Protection to Contingency Budget
15	3/7/2024	Div 11		Velodyne Polymer System 2 yr warranty add \$13,548					yes	Tracking additional cost

16	3/7/2024	Div 11		Pureline Chlorine Dioxide Generator 2 yr warranty add \$8,562			yes	Tracking additional cost
17	4/8/2024	Div 03	bid spread	Concrete Supply	28,445.00			Potential savings based on Unit Prices
18	4/8/2024	Div 03	bid spread	Rebar Furnish and Installation		\$ 14,725		Sales tax was included on tab sheet in error. Budget may be needed for encasements
19	5/9/2024	Div 08	100%	Overhead coiling doors subcontract executed	15,000.00		Kenny's Overhead Door	With execution of Kenny's Overhead Door subcontract, savings realized
20	5/9/2024	Div 05	100% Docs	Corrugated steel roof & additional bollards	(7,566.00)		Cutting Edge Steel	With 100% docs, 2.5 to 3" corrugated steel roof material; and additional bollards with transformer relocate and generator pad sizing
22	5/9/2024	Div 13	Budget	Pre-engineered Metal Building Bonding	(18,761.00)		Buildings by Design	P&P Bond executed with Buildings by Design
23	5/9/2024	Div 33	Existing Conditions	Furnish & install of additional 12PW water line at WTP discharge and through the entrance gate (TOS directive)	(37,505.00)		K-5 Const.	With directive from TOS, additional lengths of pipe and fittings installed at the WTP discharge and extension of C900 through the entrance gate
24	5/14/2024	Div 26	100%	Addition/Clarification of Controls Narrative	(55,673.00)			Delta for control narrative response with consideration of use of \$50K IT budget
25	8/26/2024		Site Conditions	Import and install of CL 1 Structural Backfill	(136,709.34)		K-5 Const.	With changed conditions of existing in-situ soils, import and placement of aggregate for building pad backfill
26	8/26/2024		RFI 027	Foundation Dampproofing	3,271.00		AAA Waterproofing	With reduced scope in waterproofing, cost savings to the contingency budget
27	8/26/2024		SRF Regs	Project Signage	(387.00)			With local production of SRF required signage, additional cost moved from contingency
28	8/26/2024		RFI 008	Additional Rebar at Chemical Trenches/Pipe-Stemwall Interface	(6,600.00)		Dalco Rebar	With design review and means/methods of chem trench walls and bldg footer interface, cost for additional rebar and accessories from the contingency
29	8/26/2024		100%	Addition of Fire Rated door lite/removable transom/translucent panel trim	(15,713.00)		Horizon Glass	With plan updates and clarifications, additional cost for fire rated accessories, removable transom, and panel trim of translucent panels
30	9/3/2024		IFC Docs	Electrical upgrades/changes to instruments, conduit, and gear	(23,100.00)		Sturgeon	With "Issued for Construction" documents, upsize of various conduit ductbanks, revision of UPS system, and instrument accessory upgrades
31	9/3/2024		100%	Laboratory & kitchen casework	(33,000.00)		ISEC	With execution of Bratton Door subcontract, all inclusive door procurement and install, additional cost above 90% cost loading
32	9/3/2024		100%	Doors & Hardware Subcontractor	(44,000.00)		Bratton Door	With enlargement of lab casework and subcontract execution of furnish & install of caseworks and various other accessories, additional cost from contingency
33	9/3/2024		100%	Interior System Subcontract	40,000.00		Superior Drywall	With execution of subcontract, cost savings to contingency
34								
35								

**TOWN OF SILT
BOARD OF TRUSTEES REGULAR MEETING
October 15, 2024**

AGENDA ITEM SUMMARY

SUBJECT: River Center Request for 2025 funding

PROCEDURE: (Public Hearing, Action item, Information Item) Action item

RECOMMENDATION: N/A

SUMMARY AND BACKGROUND OF SUBJECT MATTER: Gina Long with River Center will be present to provide the Board with an update of the services they provide to the Town along with their request of support for 2025.

FUNDING SOURCE: N/A

ORDINANCE FIRST READING DATE: N/A

ORDINANCE SECOND READING DATE: N/A

RESOLUTION READING DATE: N/A

ORIGINATED BY: Gina Long

PRESENTED BY: Gina Long

DOCUMENTS ATTACHED:

TOWN ATTORNEY REVIEW [] YES [x] NO INITIALS _____

SUBMITTED BY:

REVIEWED BY:



Sheila M. McIntyre, Town Clerk, CMC

Jim Mann

Jim Mann, Town Manager

flock safety Update



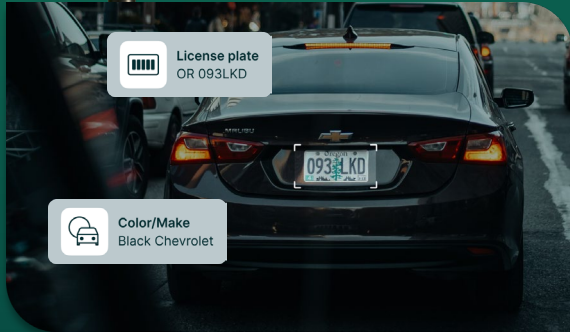
Flock Update

- Four (4) cameras have been installed, waiting on permitting from CDOT for the final camera.
- Silt PD Officers have caught a couple people with warrants using Flock.
- Cameras are being tampered with. We have an **open case with criminal charges pending**. With over 4,000 cameras installed across 42 states, according to Flock reps, Silt is the *very first municipality* to have cameras tampered with. This highlights the need for us to have the system.
- Flock is simply another tool that officers use to perform their jobs more effectively.
- Last week we successfully used Flock to locate a Missing/Suicidal person from Silt.



flock safety





flock safety

Flock Update

- **Reminder** - Flock cameras do not focus on traffic violators; they DO NOT issue speeding tickets or tickets of any kind.
- The goal of Flock is to apprehend criminals (Stolen Vehicles, Wanted People) and locate endangered people (Amber Alerts, Missing, and Suicidal), as well as serve as a crime deterrent to help keep our community safe!

FLOCK NEWS HIGHLIGHT

The Palm Beach County Sheriff's Office used their Flock system to help track and quickly apprehend the suspect in the attempted assassination of presidential nominee Donald Trump in Florida.

Source: The New York Times - Sept 17, 2024

**TOWN OF SILT
BOARD OF TRUSTEES REGULAR MEETING
OCTOBER 15, 2024**

AGENDA ITEM SUMMARY

SUBJECT: Sale of Holiday Inn Express Parcel

PROCEDURE: Action

RECOMMENDATION: Provide Staff Direction

SUMMARY AND BACKGROUND OF SUBJECT MATTER: As you may be aware,

the Holiday Inn Express is located on land that is leased from the Town's Water Utility Enterprise in the amount of \$500/month. Attached you will find an offer to purchase a subdivided piece of the land by the soon to be new owner/operator of the hotel.



Staff believes that it is in the Town's best interest to dispose of the property. While this is an introduction of the offer to purchase, if the Town is desirous of accepting the offer, then the Town can direct staff to execute the offer to purchase, if the Town is interested in providing a counter offer, then the matter should be discussed in Executive Session in order to confer with legal counsel on a negotiating strategy.

PRESENTED BY: Jim Mann, Town Manager

DOCUMENTS ATTACHED: Signed offer to purchase

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

SUBMITTED BY:



Jim Mann, Town Manager

REVIEWED BY:



Sheila M. McIntyre, Town Clerk

Date: 10/07/2024

RE: Acquisition of: Holiday Inn Express Silt, CO - Land ("Land") – Account # R043694

Tara Gautam or its formed affiliate ("Buyer"), hereby expresses its interest in acquiring the Hotel. The following are the basic terms and conditions under which the Buyer would be willing to enter into a formal Purchase and Sale Agreement ("Agreement") for the acquisition of the Land:

Purchase Price: \$220,000.00 to \$250,000.00

Earnest Deposit: \$10,000 ("Deposit") shall be deposited into escrow and applied toward the purchase price within 72 hours of full execution of a mutually acceptable Agreement.

Additional Provisions This offer shall be contingent on Buyer closing on the improvements located on the Land, known as the Holiday Inn Express (Express). The closing shall occur simultaneously with the closing of the Express. If the closing of the Express does not occur then the earnest money deposit shall be refunded in full.

This term sheet is merely an expression of interest by the Buyer, and both the Buyer and seller agree that no binding obligation for either party shall occur until all parties execute a formal Agreement.

Sincerely,

Buyer:

Signed by: 

10/7/2024

Signature

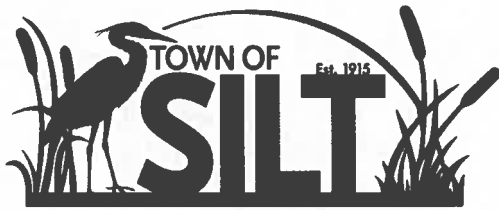
Tara Gautam

Printed Name

Seller:

Signature

Printed Name



Date: October 15, 2024
To: Mayor Richel & Board of Trustees
From: Jim Mann, Town Manager
Subject: Manager's Report

Fall Leaders Forum: On Wednesday, October 9 Silt and Alpine Bank hosted the Fall Leaders Forum at the Rislende Events Center. The evening was a pleasant opportunity to share insights, build relationships, and hear from a few candidates for local office.

Water Treatment Plant Tours: As you may recall, Representative Velasco toured a variety of sites prior to her appearance before the Board of Trustees on September 23. At right are a couple of pictures and excerpts from her HD 57 Recap Newsletter of community visits:



“Silt: I learned so much on our walk through of the Silt water plant and the construction site of the new plant! The current plant already needed replacing, but the mudslides that occurred as a result of the Grizzly Creek Fire created so much sediment in the river the water plant couldn’t keep up. Since the plant doesn’t have a generator, a power outage could shut off water access to the town. As Sarah Flores, the badass ORC, said, “We’re one hiccup away from a water emergency.” Sarah and her team are true local heroes, constantly working to make sure people have access to clean drinking water. Silt is expecting a population growth of about 3,600 in the coming years, who will also need water supplied to their homes.

The Silt water plant highlights the way fire impacts our communities for years to come. Our drinking water comes directly from the river, and when the river is impacted, so are we. This project wouldn’t be possible without state and federal funding. It’s so important to work together across all levels of government to maintain our basic services, to make sure we have access to dignified lives, to clean water, to enjoying living here. I am working on a bill about public notifications and safety plans in case of planned power outages - something that would be absolutely critical to a community like Silt, until their new generators are up and running!”

This past Thursday and Friday, the Town also hosted the Colorado Water Resources and Power Development Authority (Authority) meeting. On Thursday afternoon, the group toured the existing

water treatment plant and construction site. ORC Flores again did an excellent job of engaging the Authority members and staff. The Authority was very appreciative of the tour, the knowledge that ORC Flores imparted, and the ability to see their financing assistance at work.

Home Avenue: Hopefully, by the time you read this, Home Avenue will have finally been paved. And then we will be waiting on the final accounting for the cost of the project.

Pedestrian Bridge: Staff continues to work with RockSol on the progression towards the 30% design for the pedestrian bridge. At right is a more detailed look at the 7th Street Pedestrian Mall to compliment the landing of the pedestrian bridge. As currently conceptually designed, the bridge structure will require a small sliver of land on the east side (Water Conservation Board) and an easement on the west side to accommodate one of the ramp piers. We are also working on design to address the water main that runs under 7th Street to ensure it is not in conflict with the ramp and pedestrian bridge structure. Staff will be scheduling a meeting with the adjacent property owners to discuss in more detail the overall plan for the 7th Street Pedestrian Bridge and Mall.

Just a couple notes about the preliminary plan – staff suggested reorienting the stage to face north-northeast to better engage the public. Staff also suggested having natural landscaping, not synthetic lawn. The Food Truck parking will be further evaluated and staff suggest that no food truck would have a permanent location on the mall. Staff also suggested that a gas fireplace would be a good addition.

Staff is working with Sustainable Strategies to develop a grant application to be submitted in January for funding the majority of the pedestrian bridge project. Staff will also begin looking at other grant programs that would assist in the pedestrian mall portion of the project.

One thought that staff has to offset some of the cost of the mall, would be to sell personalized pavers to the community. The Town may want to designate a portion of the project that we are going to try and community fund-raise to cover the cost, i.e. stage, fire pit, shade areas, etc.



Seventh Street Plaza Conceptual Design

October 2nd, 2024




britina



Public Works/Utilities
Department
Joe Lundeen

Memo

To: Jim Mann, Town Administrator 

From: Joe Lundeen, Public Works Director/Utilities

Cc: File

Date: 10/04/2024

Subject: Public Works/Utilities Department Report

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.

Public Works:

New water meter and PRV On Branding Iron

Repair sewer main on 8th street

Install new sump pump at Senior Housing

Install new solar speed limit signs (east and west ends of Main Street and 1st Street)

Replace tap saddle 238 E. Vista

Install new Skate Park lighting

Work with C-DOT to replace crosswalk poles at round-a-Bout

Put up new crosswalk lights at round-a-bout

Home Ave. Rebuild Project: All subgrade problems on the Home Ave. project have been fixed and the project is moving forward. Hopefully by the time you read this Memo new asphalt will be down and the project will be almost complete.

7th Street Bore Project: Clayco has started boring again on the north side of the west bound on ramp. Rail Pro will be on site the 14th of October so Clayco can start boring under the rail road. This project should be done the first part of November.

Irrigation

Irrigation pumps were turned off Thursday October 3rd, all irrigation mains will be drained the week of October 7th. The town pumped a total 362,798,549 gallons out of the Grand River Ditch, 46,095,890 gallons out of Davis Point, 212,300 gallons out of the Genista ditch (Mesa View) and the Booster pumped 51,507 gallons to Eagles View. Total gallons pumped 408,894,438 into the town's main system.

WTP/Distribution

- The Water Storage Sunrise Tank 2 is doing well and scheduled to have a mixer installed Mid-October. The mixer helps to keep the stored water age more consistent which is important to reduce the possibility of Total Trihalomethanes and Halo-acetic Acids (TTHMs and HAA5s) which are known carcinogens.
- Meter repairs continue and the meter reads reached 94% completion for September.
- We have been assigned a representative from Senses Metering who will be addressing our issues and helping to improve our meter reading system.
- The Backflow Program is at 99% compliance.
- One of our two Raw Well Pumps failed and remains failed as we're unable to pull new wiring through the existing conduit to the variable frequency drive (VFD). Currently the wiring between the pumps and the VFDs are in too great of a distance for correct communications. This has been an ongoing issue and was to be addressed in the new plant build. We are hoping to install new conduit and wiring according to the specs required for the new plant. In the meantime, if we need both wells due to heavy rains/mudslides, etc. we would have to rent a 480 3 phase capable generator in order to use Well number two.
- Thankfully the turbidity (sediment) in the river has remained at a usable level.

- The Water Plant is running smoothly with minor repairs.
- Water usage for this month averaged at about 367,000 gallons per day.

WWTP & Collections

Most of the parts have arrived for the FMLD Grant funded dewatering press upgrades. The Prime Solutions “Fan Press”, which is a very state of the art, low maintenance dewatering system will replace the “Belt Press” that has been in use since the plant was built. The parts for the install, including the rebuilding of the sludge manifold (that allows the sludge to be moved from the basins to the process building) are mostly on site now. Scheduling and planning of the install is underway.

We have also begun doing long overdue maintenance of the basins themselves which includes draining them down and cleaning/inspections, repairing air leaks and replacing/upgrading all of the 6” & 8” saddles and related plumbing that move the large volume of air throughout the basins. This will take quite a bit of time due to the environment.

The forced main that returns non-potable water from the sludge building wet well has been located and repaired and it’s now being used as originally designed.

We were notified that the State is requiring that we do monthly flow verifications on Influent and Effluent lines. We began doing these in August of this year.

KOA alarms/responses are now being documented and time logged.

As soon as the municipal code is in place, the FOG (Fat/Oils/Grease) program will be fully implemented. It is now being slowly rolled out with business license renewals or inspections.

**Monthly
totals**

Raw Water	15,286,473.
Production	10,969,025.
House water	210.
Backwash water	4,317,448.
Adjusted Production	10,968,815.

We produced just over 10.9 million gallons of potable water.

Charging Station:

7 Vehicles

12 Charging sessions

\$32.28

Bulk Water:

58151.71 Gallons of water through coin operated system

128562.00 Gallons of water through commercial system

Total 187913.71Gallons



Date: October 8, 2024

To: Mayor, Trustees and Manager Mann

From: Sheila McIntyre, Town Clerk/ Municipal Court Clerk

Re: Staff report for September 2024

Town Clerk duties:

- Attended staff meetings
- Zoom meeting with Russ Hatle
- Signed paychecks and A/P checks
- Misc research for various staff members (Lova Trail, Holiday Inn)
- Reviewed recent codification
- Updated collections list
- Budget meeting with Jim and Amie
- Customer service
- Purging of old records and index filing
- Prepared and sent out BOT packets, attended and followed up on work sessions/meetings, work sessions, and transcribed minutes
- Picked up food for BOT meetings
- Worked with Verizon on caller ID's for PD
- Ran errands: Bank, picked up food for work session, Micro Plastics
- Prepared directives list
- Sent public notices to newspaper

Municipal Court & Police Dept. duties:

- Processed tickets, parking tickets and payments
- Conference calls with jail re: two defendants in custody and prepared Mittimus for each
- Attended meeting re: new e-ticket system
- Ordered tickets for PD
- Ran histories for Prosecutor
- Prepared Appearance bonds for jail
- Prepped for and attended court
- 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
- Sealed files
- Filing

Fun facts for Halloween: Did you know that spiders have clear blood? That a cockroach can live for over a week without a head? That pineapples contain an enzyme called bromelain so that when you eat pineapple, this enzyme digests protein in your body? And . . . that the largest pumpkin recorded in US history weighed 2258 pounds?

JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC TOTAL

Incidents 2024	419	363	341	396	602	544	709	747	553					4674	4674
Incidents 2023	392	297	327	400	344	364	389	367	360	356	313	272	4181	3,240	
Cases 2024	9	19	23	11	32	29		26	23				193	193	
Cases 2023	26	18	21	25	10	16	25	20	19	8	11	16	215	180	
Animal 2024	21	23	18	23	25	17	29	36	18				210	210	
Animal 2023	28	13	10	15	19	20	25	25	21	33	20	18	240	161	
Adult Arrests 2024	1	1	10	6	9	10	11	13	10				71	71	
Adult Arrests 2023	14	13	11	22	3	5	3	12	7	1	2	2	95	68	
Juvenile Arrests 2024	0	0	0	1	0	0	0	0	0				1	1	
Juvenile Arrests 2023	0	0	0	1	0	0	3	0	0	0	0	0	4	4	
Tickets 2024	27	43	39	40	70	84	86	89	62				540	540	
Tickets 2023	48	32	61	36	31	23	30	44	40	38	34	25	442	284	
Warnings 2024	46	55	50	64	131	128	158	193	164				989	989	
Warnings 2023	48	29	40	44	44	32	35	46	48	57	37	44	460	365	

Incidents All calls for service

Cases All calls for service that require a case report to be written (excluding Traffic)

Animal All calls for animal complaints (running at large, barking, vicious)



TOWN OF SILT
STAFF REPORT

Date: September 30, 2024

To: Mayor and Board of Trustees

From: Amie Tucker, Treasurer

Tasks Completed in September

- Bulk Water
- 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
- Positive Pay filing and Verification
- Grant Management
- Monthly Disbursements
- Weekly Staff Meetings
- Zoom meeting hosting for Board meetings
- Senior Programs Meeting
- I70 Pedestrian Overpass Meeting
- WTP CMAR and Design Meetings
- ClearGov Digital Budget Book Webinar
- ClearGov Follow up with exported financial data

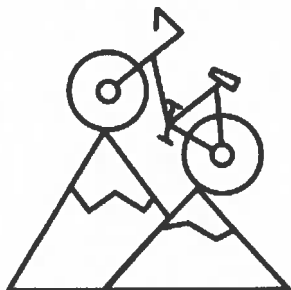
I spent most of my time getting the preliminary budget compiled and ready to present to the Board of Trustees. Jim and I met with all department heads to get their wish lists and numbers for the upcoming 2025 budget cycle. Continued effort will be put into presenting a budget that uses less of the fund balances.



September 26, 2024
Use

News You Can

Calling All Trail Pounders



Calling any and all trail pounders out there. The Town is contemplating submitting an application for a planning grant that would look at the feasibility of developing mountain biking trails around the Town, with the ultimate goal of planning a connection to trails that have already been established in New Castle and Rifle. If you are interested, a meeting to discuss the concept is being held at Silt's Town Hall Tuesday September 24 at 5pm.

Irrigation Season is Coming to a Close



As the weather gets colder and the irrigation season comes to an end, the Public Works Department will be turning off the irrigation system between October 1st and October 15th, depending on the weather conditions. Once your irrigation water is off

for the winter, please remember to leave your hose bib open and ensure you blow out and winterize your yard irrigation system.

The Town is Hiring!



The Town of Silt is hiring a Building Inspector!

The Town of Silt is looking for a Building Inspector. This position works closely with the public to issue building permits, conduct building inspections, and enforce construction codes, local zoning code, and flood plain ordinances. This position reports directly to the Community Development Director and the Town's Building Official.

ESSENTIAL DUTIES: Reviews plans submitted with permit applications for compliance to applicable codes prior to issuance of a permit. Determines valuation of proposed construction. Inspects building sites during and upon completion of construction to ensure compliance with plan submittals and local codes. Issues certificates of occupancy for completed projects. **SKILLS:** Require written and verbal communication skills; detailed organizational acumen; general construction code interpretation and understanding.

EDUCATION/EXPERIENCE: High School graduate, or equivalent, plus two years additional training in building and construction. Prefer three (3) years continuous experience as a Building Inspector with a municipal or independent agency. Extensive experience in the construction or building trades may be substituted.

CERTIFICATES/LICENSES/REGISTRATIONS: Must have ICC certification as a residential and commercial building inspector. ICC certification and State of Colorado Manufacturing Housing Certified Inspector or ability to obtain within six (6) months of employment.

COMPENSATION: Salary range of \$76,500 to \$101,500, with an anticipated hiring range is \$83,000 to \$93,000, dependent upon qualifications and experience. The Town offers a competitive benefit package and may assist in moving expenses.

For more information, please email nicole@townofsilt.org or visit www.townofsilt.org

Girls Basketball Registration is Now Open!

Click on the linked button below to take you to youth sports registration to register your kiddos!

[Register for youth sports here!](#)

Silt Basketball

Girls Registration Now Open

Ages: 3rd/4th & 5th/6th Grade

Cost: \$65 per player

Dates: October 7th - December 7th



Practice Days, Times & Locations Will Depend On Gym Availability

Online Registration open at www.townofsilt.org

For More Information, Call Town Hall at 876-2353 ext 110

Space Is Limited, Registration Closes October 1st!!

Skills evaluations will take place before season practices start



Town of Silt Fall/Winter Events

First on the October agenda is our much-anticipated fall cleanup! You can bring your yard waste to the Town Shop at 612 N 7th Street, and we'll take care of the disposal for you. Please remember to bring only yard waste and limbs up to 4 inches in diameter.



SILT FALL CLEAN-UP

Where: Silt Town Shop (612 N. 7th)
When: October 15th - 26th (Not Open Sunday)
Time: 8:00 AM - 4:00 PM

Yard Waste Only
Leaves & Limbs Up To 4" In Diameter

For More Information, Please Call Town Hall at (970) 676-2353

This October, Silt, is set to host a fantastic combined event that you won't want to miss. The **Main Street Trick or Treat** and the **Fall Fest** will take place on the same day, creating a fun-filled experience for all ages. Kids can dress up in their favorite costumes and collect treats from local businesses along Main Street, while the whole family enjoys the festive atmosphere of the Fall Fest. With live music, delicious food, and a variety of autumn-themed activities, this combined event is the perfect way to celebrate the season and connect with the community. Mark your calendars and join in the fun!



Family Fall Fest

Date: Thursday, October 31st
Time: 4:00 P.M. - 6:00 P.M.
Location: 7th & Main Street, Silt

Join us for Scarecrow Making, Pumpkin Painting & Hayrides!!

TOWN OF SILT

MAIN STREET TRICK OR TREAT

Thursday, October 31st
4:00 p.m. - 6:00 p.m.
Main Street In Silt

Trick or Treat Booths Will Be Set Up On Both Sides Of The Street, Plus Music & Lots Of Fun To Be Had By All!!!

TOWN OF SILT

Looking ahead to December, the **White Christmas Celebration** will transform Silt into a winter wonderland, complete with sparkling lights, a holiday market, and festive entertainment. And we hear that Santa will be making an appearance... you gotta be there to find out!



Special Call Out Section

- * PLEASE READ – IMPORTANT BILLING INFORMATION & TOWN INFO
- * TOWN HALL will be closed Monday Oct 14, 2024 for the Columbus Day Holiday.
- * SIGN UP for paperless at xpressbillpay.com and get a \$2 discount on your bill!
- * SILT CLEAN UP October 15-26 at the Town Shop 612 N 7th St. Yard waste ONLY.
- * JOIN US on Thursday Oct 31, 2024 for our Fall Fest and Main Street Trick or Treat.
- * Victim & Witness Assistance Board Vacancy-for more info, please call Town Hall at 970-876-2353 x102.
- * TOWN OF Silt has many ways to communicate with residents! Options include: our website, the 9th Street sign, Channel 10, Facebook, Town Hall, the new Veteran's Park kiosk, suggestion box at Town Hall, Instagram, newsletters, & TextMyGov - Sign up for [TextMyGov/newsletters](https://textmygov.com) on our website.
- * FRIENDLY REMINDER, bills are generated on the 1st of every month & due on or before the 15th. Please know we are not responsible for mail delivery. If payment is not received by due date, penalties will be assessed. Not receiving a bill does not exclude you from these charges.



October 3, 2024

News You Can Use



Town Staff will begin shutting down the Town wide irrigation system on Thursday, October 3rd.

Please make sure you get your systems blown out and winterized for the season!

**If you have any questions, please contact
Town Hall at (970) 876-2353 Ext. 106**

Exciting News from Town Hall!

Have you noticed the latest addition to Town Hall? We now have a brand-new digital sign above the front door! This new feature makes it easier than ever to stay informed about what's happening in our town. Here are all the ways you can get your Town information:

- **Website**
- **9th Street Sign**
- **Channel 10**
- **Facebook**
- **Town Hall**
- **Veteran's Park Kiosk**

- **Suggestion Box at Town Hall**
- **Instagram**
- **Newsletters**
- **TextMyGov**

And of course, you can always drop by Town Hall to see the new sign in person or chat with any of our friendly staff. Stay connected and stay informed!



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Yard Waste Only
Leaves & Limbs Up To 4" In Diameter

For More Information, Please Call Town Hall at (970) 876-2353

The poster features illustrations of a rake in a pile of leaves, a person with a rake, a tree with leaves, and a trash bin filled with yard waste.

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Main Street In Silt

Trick or Treat Booths Will Be Set Up On Both Sides Of The Street, Plus Music & Lots Of Fun To Be Had By All!!!

The posters feature autumn-themed illustrations including pumpkins, scarecrows, hayrides, and Halloween decorations like jack-o'-lanterns and candy corn.

Looking ahead to December, the **White Christmas Celebration** will transform Silt into a winter wonderland, complete with sparkling lights, a holiday market, and festive entertainment. And we hear that Santa will be making an appearance... you gotta be there to find out!



Silt's 5th Annual White Christmas

Tuesday, November 26th

Main Street - 7th to 9th Streets

4:30 pm - 8:00 pm Downtown Businesses Open

6:00 pm - 7:30pm Caroling & Lighting Ceremony

Join Silt for a White Christmas Celebration!

There will be a DJ playing Christmas music, A Countdown Ceremony to the Main Street Lighting Displays, Christmas Caroling, Downtown Shops will be open for business, S'mores, Fireworks, Santa plus more!

I'm dreaming
of a *White*
Christmas

Special Call Out Section

Please be Advised:

On Monday 10/8/2024, Town Hall will have limited access due to the replacement of the front doors. We will still be here to assist you with your needs from 7am to 5:30pm.

Tenga en cuenta:

El lunes 10/8/2024, el Ayuntamiento tendrá acceso limitado debido a la sustitución de las puertas de entrada. Seguiremos estando aquí para ayudarlo con sus necesidades de 7 a.m. a 5:30 p.m.