

Ridgway Town Council
Regular Meeting Agenda
Wednesday, July 8, 2020

Due to COVID-19, and pursuant to the Town's Electronic Participation Policy,
the meeting will be conducted via a virtual meeting portal

Join Zoom Meeting
<https://us02web.zoom.us/j/82415395451?pwd=eS9saXFhVGlzd29UUXhuSnJ3aVBqQT09>

Meeting ID: 824 1539 5451
Password: 694382

Dial by your location
+1 346 248 7799 US
+1 253 215 8782 US
+1 312 626 6799 US

5:30 p.m.

ROLL CALL Councilors Tessa Cheek, Kevin Grambley, Beth Lakin, Russ Meyer, Terry Schuyler, Mayor Pro Tem Eric Johnson and Mayor John Clark.

EXECUTIVE SESSION The Council will enter into a closed session pursuant to C.R.S. 24-6-402(4)(b) for the purpose of receiving legal advice to discuss the matter of David Gottorff v. the Town of Ridgway.

6:00 p.m.

ADDITIONS & DELETIONS TO THE AGENDA

ADOPTION OF CONSENT CALENDAR All matters listed under the consent calendar are considered to be routine by the Town Council and enacted by one motion. The Council has received and considered reports and recommendations prior to assigning consent calendar designations. Copies of the reports are on file in the Town Clerk's Office and are available to the public. There will be no separate discussion on these items. If discussion is requested, that item will be removed from the consent calendar and considered separately.

1. Minutes of the Regular Meeting of June 10, 2020
2. Minutes of the Joint Workshop Meeting of June 18, 2020.
3. Minutes of the Special Meeting held June 23, 2020.
4. Register of Demands for July 2020.
5. Renewal of restaurant liquor license for Eater 66.
6. Renewal of tavern liquor license for The Sherbino Theater.
7. Modification of liquor licensed premises for Star Saloon, located in Ridgway Lodge, to encompass an area of the fenced outdoor seating area to the south side of the facility.

PUBLIC COMMENTS Established time for the public to address the Council regarding any item not otherwise listed on the agenda. Comments will be limited to 5 minutes per person.

PUBLIC REQUESTS AND PRESENTATIONS Public comments will be limited to 5 minutes per person; discussion of each item may be limited to 20 minutes.

8. Ridgway Area Chamber of Commerce Presentation on Activities and Financial Status - Hilary Lewkowicz, Marketing Director.
9. Update on Town's application submittal to International Dark-Sky Association for Dark Sky Community designation - Val Szwarc.
10. Request for Council to reconsider requirement placed on approval of liquor license for The Patio at Steps Tavern pertaining to music ending at 9:00 p.m. and closing by 9:30 p.m. - Dan Easton.

PUBLIC HEARINGS Public comments will be limited to 5 minutes per person; hearings may be limited to 20 minutes.

11. Request for extension of River Park Ridgway Business Park Filing 3, Outlot P3/C Preliminary Plat - Town Planner.
12. Application for Replat of Block 12, Lots 1-3; Address: 953 Moffat Street; Zone: Historic Residential; Applicant and Owner: Ellen Hunter.
13. Application for Plat Amendment; Location: all lots within Parkside Subdivision; Addresses: 795, 791, 790, 765, 760, 755, 740, 730, 720 and multiple TBD N Laura and multiple TBD Marion Overlook; Zone: Residential; Applicants: Parkside Ridgway Community Association; Owners: Habitat for Humanity of the San Juans; Cameron L. Miller and Bertina A. Minjares; Kim Moriyama, Alpine Creek Homes LLC, Roger & Susan Stewart Trust, Will and Caitlin Lawshe, Meaghan McGuire; Mark Paigen; Riverside Investment Partners LLC; Brittany Christina Martin; Anton R. and Debbie Potochnk; Scott Rob and Norma Nyra Unfug; Parkside Ridgway Holdings LLC; Andre N. Jr Bollaert; Matthew P. Sandoval; Stephen J. Hertzfeld; 425 N Laura Homestead LLC; John A. Jr Malone; A. Henry Case; Bryce Lanier Jones and Ryan Andrews Jones; and Justin R. Fagan.
14. Application for Plat Amendment; Location: all lots within Marie Scott Village Subdivision Addresses: 275, TBD, 245, 255 S Amelia Street; 236, 242, 267, 247, 239, 227, 215, and multiple TBD Marie Street; Zone: Residential; Applicants: Brad Blackwell; Owners: Gordon P. and Rebecca J. Reichard; Melissa B. Mann; Bradley K. Blackwell; David P. Drew; Angela Ferrelli and Matthew Pratt; BSSK Family Trust; Jacob Randolph Niece; Josephine Fallenius; Michael Karl Pennings; Mark A. and Carrie L. Cowan; Randall C. and Abigail S. Lang; Douglas and Mary Reinhardt.
15. Application for Minor Subdivision (checking with Bo that this qualifies as a Minor Subdivision); Location: Yates Subdivision Lot 4; Address: 423 N Amelia Street; Zone: Historic Residential; Applicant and Owner: Dan Bartashius.

POLICY MATTERS Public comments will be limited to 5 minutes per person; overall discussion of each item may be limited to 20 minutes.

16. Renewal of liquor license for Steps Tavern - Town Manager.

17. Resolution adopting Water and Sewer Specifications and Development Standards - Public Works Services Administrator.
18. Review and discussion of opportunity for alignment of South and North Railroad Streets - Town Planner.
19. Mid-year update on the 2020 Fiscal Year Budget - Town Clerk/Treasurer.
20. Confirmation or Amendment of Emergency Restrictions promulgated by the Town Manager on burning and fires within the Town of Ridgway – Town Manager.
21. Resolution adopting the Updated Colorado Communities for Climate Action Policy Statement for 2020-2021 - Town Manager.
22. Resolution establishing the Town of Ridgway Youth Advisory Council - Town Manager.
23. Review and action pertaining to Order Extending the Declaration of Local Disaster in and for the Town of Ridgway related to the COVID-19 Pandemic - Town Manager.
24. Review and discussion on Agreement for Legal Services with Bo James Nerlin, P.C. – Town Attorney.
25. Discussion regarding changing employment status of the Town Manager from probationary to permanent - Mayor Clark.

WRITTEN REPORTS Written reports may be provided for informational purposes prior to the meeting updating Council on various matters that may or may not warrant discussion and action.

26. Town Manager's Report.
27. Progress report on the 2020 Strategic Plan.
28. Proposed schedule for preparation of the 2021 Fiscal Year Budget.

COUNCIL COMMITTEE REPORTS Informational verbal reports from Councilors pertaining to the following committees, commissions and organizations:

Committees, Commissions, Task Forces:

Ridgway Parks, Trails & Open Space Committee - Mayor Pro Tem Johnson
Ridgway Planning Commission - Councilor Cheek and Mayor Clark
Ridgway Creative District Creative Advocacy Team - Councilor Grambley
Ridgway Scholarship Committee - Mayor Pro Tem Johnson and Mayor Clark

Board Appointments:

Ouray County Weed Board - Councilor Lakin; alternate - Town Engineer
Ouray County Joint Planning Board - Councilor Meyer, citizens Rod Fitzhugh & Tom McKenney;
alternate - Mayor Pro Tem Johnson
Sneffels Energy Board - Councilor Lakin and Public Works Services Administrator; alternate -
Mayor Pro Tem Johnson
Region 10 Board - Mayor Clark
WestCO Dispatch Board - Town Marshal; alternate - Town Manager

Gunnison Valley Transportation Planning Region - Town Manager; alternate - Public Works Services Administrator

Ouray County Transit Committee - Public Works Services Administrator; alternate - Town Manager

Ouray County Water Users Association - Councilor Meyer

Liaisons and Participation:

Chamber of Commerce - Councilmember Lakin

Communities That Care Coalition - Mayor Clark

Ouray County Fairgrounds - Councilor Schuyler

ADJOURNMENT

Deadline for agenda items for next regular meeting, Wednesday, August 12, 2020 at 4:00 p.m., Town Clerk's Office, 201 N. Railroad Street, Ridgway, Colorado.

Consent Agenda

RIDGWAY TOWN COUNCIL
MINUTES OF REGULAR MEETING
JUNE 10, 2020

The Town Council convened via Zoom Meeting, a virtual meeting platform, pursuant to the Town's Electronic Participation Policy, due to the COVID-19 pandemic.

CALL TO ORDER

The Mayor called the meeting to order at 5:30 p.m. via Zoom Meeting. The Council was present in its entirety with Councilors Cheek, Grambley, Lakin, Meyer, Schuyler, Mayor Pro Tem Johnson and Mayor Clark in attendance.

EXECUTIVE SESSION

The Town Attorney suggested the Town Council enter into a closed session pursuant to Colorado Revised Statutes 24-6-402(4)(e) for a conference with the Town Attorney for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, regarding Lake Otonawanda.

ACTION:

It was moved by Councilor Meyer, seconded by Mayor Pro Tem Johnson and unanimously carried on a roll call vote to enter into closed session.

The Council entered into executive session at 5:35 p.m. with the Town Attorney, Town Manager, Town Clerk, Town Engineer and Public Works Services Administrator.

The Council reconvened to open session at 5:55 p.m.

CONSENT AGENDA

1. Minutes of the Regular Meeting of May 13, 2020
2. Minutes of the Joint Workshop Meeting of May 14, 2020.
3. Minutes of the Special Meeting held May 27, 2020.
4. Minutes of the Joint Workshop Meeting of May 28, 2020.
5. Register of Demands for June 2020.
6. Renewal of Tavern Liquor License for The Patio at Steps Tavern.
7. Renewal of Restaurant Liquor License for Chipeta Sun Lodge.
8. Renewal of Fermented Malt Liquor License for Ridgway Shell.
9. Renewal of Fermented Malt Liquor License for Ridgway Conoco.
10. Water leak adjustment for Meter #5320.1.

ACTION:

It was moved by Mayor Pro Tem Johnson, seconded by Councilor Cheek and unanimously carried by a roll call vote to approve the consent calendar.

PUBLIC COMMENTS

Sue Williamson asked the Council to respond to an email she sent in June, and consider discussion at a meeting.

PUBLIC REQUESTS AND PRESENTATIONS

11. Presentation from Region 10

Michelle Haynes, Executive Director with Region 10, offered a PowerPoint Presentation addressing an overview of provided services and economic development assistance, to the six counties which comprise the region.

PUBLIC HEARINGS

12. Application for restaurant liquor license to Lucia Gutierrez-Bolon dba El Agave Azul

Staff Report from the Town Clerk dated 5-12-20 presenting an application for restaurant liquor license for El Agave Azul.

Town Clerk's Notice of Public Hearing dated 5-8-20.

The Town Clerk reported the Town has received an application for a restaurant liquor license for the premises at 565 Sherman Street, conducting business as El Agave Azul. The license will be held by an individual, Lucia Gutierrez-Bolon. She stated all required noticing has been conducted. The application is being made with a concurrent review by the state Liquor Enforcement Division, and the Town is waiting to receive the background check from the Colorado Bureau of Investigation.

ACTION:

Councilor Lakin moved to approve the liquor license to Lucia Gutierrez-Bolon contingent upon receipt of a clear background check from the Colorado Bureau of Investigation. Mayor Pro Tem Johnson seconded the motion which carried unanimously on a roll call vote.

13. Adoption of an Ordinance Revising Sections 6-3, 6-6, 7-3 and 8-1 of the Municipal Code regarding Housing Affordability

Staff Report from the Town Planner dated 6-10-20 presenting an ordinance introduced at the prior meeting which will assist in creating housing affordability.

Town Clerk's Notice of Public Hearing dated 5-14-20.

Planner Coburn explained the draft ordinance will amend sections of the municipal code to assist in affordable housing. She noted based on Council direction at the previous meeting, the reference to an employee housing component in the industrial district has been removed.

The Town Clerk read into the record an email received 6-10-20 from Ben Jackson requesting the “employee housing provision” be placed back into the proposed ordinance.

Speaking from the audience Tom McKenney spoke in support of the ordinance, and supported “the next steps” to “include deed restriction in perpetuity”.

There were comments and discussion by the Council.

ACTION:

Councilor Schuyler moved to adopt Ordinance No. 03-2020 Revising Sections 6-3,6-6, 7-3 and 8-1 of the Ridgway Municipal Code regarding Housing Affordability. Councilor Lakin seconded the motion, which carried unanimously on a roll call vote.

POLICY MATTERS

14. Transfer of wine and beer liquor license for Panny’s Pizzeria

Staff Report dated 5-28-20 from the Town Clerk presenting a request to transfer the wine and beer liquor license for Panny’s Pizza.

The Town Clerk presented an application to transfer the liquor license from Panny’s Pizza to John Lynch, doing business as Panny’s Pizzeria. The applicant is requesting issuance of a temporary permit to conduct business and sell alcohol until transfer is approved by the state licensing authority.

Sue Williamson had a question regarding licensing at the state level.

ACTION:

Moved by Councilor Meyer to approve the application for transfer of beer and wine liquor license to John F. Lynch for Panny’s Pizzeria, pending a cleared background check, Councilor Lakin seconded, and on a roll call vote the motion carried unanimously.

15. Renewal of liquor license for Steps Tavern

Staff Report from the Town Clerk dated 6-2-20 presenting a request for renewal of liquor license for Steps Tavern, and two letters expressing concerns with late night noise from patrons.

The Clerk reported renewal was being presented for Council discussion due to noise complaints received from neighboring residences.

Mayor Clark noted the Council has received “numerous complaints on this business” and the applicant stated he would address the issue and “has not”. He suggested the Council consider placing conditions on the renewal.

There were questions from the Council to the Town Attorney regarding placement of conditions on a licensed premise.

Marshal Schmalz reported the department has received a number of complaints and he has tried to meet with the owner to mitigate the issues. The owner “refused to meet” and “was not agreeable to discuss mitigation of noise outside of the business”.

There were questions to staff and discussion by the Council.

Applicant Dan Easton stated “I am willing to work with the noise outdoors” noting “it’s difficult” to control the actions of patrons outdoors.

There was discussion between the Council and Mr. Easton.

The Council discussed various options of monitoring noise outside the premises; there were questions to the Town Attorney.

The Town Manager suggested staff meet with the applicant and prepare a mitigation plan for presentation at the next meeting.

Consensus of the Council was to table the item, direct staff to meet with the applicant and present the renewal request at the next regular meeting.

16. Resolution adopting Water and Sewer Specifications and Development Standards

Staff Report from the Town Engineer and Public Works Services Administrator dated 6-4-20 presenting amendments to the standard and typical drawings for infrastructure.

Public Works Services Administrator Chase Jones explained the current standards were prepared in 1992, and the proposed changes remove “outdated items” and incorporate “new technology and materials”. Town Engineer Joanne Fagan stated the major reason for the updates are to ensure the specifications are in compliance with new regulations, and incorporate numerous amendments and addendums made over the years.

There were questions from the Council.

SPEAKING FROM THE AUDIENCE:

Planner Chris Hawkins requested adoption not be considered until the next regular meeting to allow a review period to compare the original document to the proposed standards. He noted his clients need to “understand cost impacts” that may be associated with the proposed changes, and the extra time will allow his clients an “opportunity to comment”.

The Town Planner read into the record an email from architect Doug MacFarlane requesting time to review the changes before adoption by the Council.

Ned Bosworth requested time to review the document, and stated he supported “another thirty days to review”.

There were comments by the Council. It was agreed to wait until the next regular meeting to allow public review, and requested staff provide a summary of the substantial changes.

17. Request from Vista Park Commons development team to waive sewer tap surcharges

Staff Report dated 6-3-20 from the Town Manager presenting a request dated 5-26-20 from the development team for Vista Park Commons to waive sewer tap surcharges.

Manager Neill explained the request is to apply the sewer tap surcharge to the five lots the development will be constructed upon, not the 23 individual units. He noted the surcharge was placed into effect in 2006 to ensure future development paid for the sewer lift station

which was installed to provide for development and new construction on the east side of the river.

Planner Coburn noted the municipal code includes a provision of a fifty percent surcharge for each sewer tap installed in the area. She reported the development team has been aware of the provision since first speaking to staff regarding the development concept in 2018.

Councilor Lakin suggested waiving the surcharge on the two deed restricted units in the development.

Developer Joe Nelson noted the "intention" of the development is "to appeal to lower income buyers" and asked the Council to not place an "unfair" charge on a "500 square foot home", noting "it seems unfair to put the burden on entry level buyers". He noted he understands the Town "has not recovered on the surcharge because there has not been alot of development over there". He noted he understood "from the beginning" there was a fee, but due to recent costs associated with mitigating storm drainage, he is requesting the waiver.

Developer Jack Young questioned the "ethics and morals" in charging the surcharge, noting they are "twenty three little houses".

Ned Bosworth stated he "believes this project is the missing link in our housing needs", noting "Council should support developments like this with small homes" and "recognize how important this development is" and "try to find a way to support" the project.

There was discussion between the Council and staff.

Matt McIsaac stated "as a contractor" "we pay our way", and "we know what it costs". He encouraged the Council not approve the request because the "next person will say you did it for them".

Tom McKenney stated he agreed with Mr. McIsaac noting "this is part of growth".

There was discussion by the Council.

Crista Meyer suggested establishing a real estate transfer fee.

Consensus of the Council was to direct staff to waive the surcharge for the two deed restricted units, and prepare a resolution for the next meeting waiving the \$6000 fee; continue discussions with the developers regarding creating more deed restricted units in the development; allow the developers to pay the sewer surcharge fees at the time of issuing the certificate of occupancy on each unit.

18. Order Extending the Declaration of Local Disaster related to the COVID-19 Pandemic

Staff Report from the Town Manager dated 6-2-20 presenting an order to extend the declaration of a local disaster.

The Town Manager recommended due to the on-going COVID 19 pandemic, the Council consider extending the local disaster declaration to July 9th.

ACTION:

Councilor Lakin moved, with Councilmember Meyers seconding to approve the Order extending the declaration of a local disaster in and for the Town of Ridgway. On a roll call vote, the motion carried unanimously.

19. Discussion regarding protocols for returning to in-person public meetings

Town Manager Staff Report dated 6-4-20 presenting a plan to discontinue virtual meetings and begin holding meetings in person.

Manager Neill reported at the May 27th meeting, staff was directed to research ways other governmental agencies are approaching a return to public meetings, while following state regulations to meet COVID 19 protocols.

Town Attorney Nerlin stated meeting virtually during the pandemic is in the bounds of open meeting requirements. He noted if the Council were to begin meeting in the community center, or an alternate site, an approach would need to be instituted for members of the public to attend the meetings.

The Ouray County Health Director said Town meetings are considered a “critical government function” and “meeting in person” is “not an issue as far as the governors orders go”.

Matt McIsaac requested at the next Planning Commission meeting that an “acceptable public hearing process” be provided, to “keep projects moving forward”.

There was a discussion between staff and Council regarding quasi-judicial hearings through a virtual meeting platform.

Consensus of the Council was to continue to meet virtually until members are no longer required to wear a mask; staff and the Town Attorney were directed to find a solution to accommodate matters subject to quasi-judicial hearings.

20. Resolution adopting a reopening plan

Staff Report from the Town Manager dated 6-4-20 presenting a resolution adopting a reopening plan for Town Hall and other Town facilities.

The Town Manager reported on May 27th the Council discussed reopening Town Hall, and a resolution has been prepared to formally adopt a plan to reopen the facility on June 22nd with limited access by the public. He noted the resolution is necessary, as public facilities were closed based on a resolution adopted by the Council in March.

There was discussion pertaining to reopening Town Hall with proper protocols, including providing masks and hand sanitizer for public use.

ACTION:

Moved by Councilmember Cheek to approve Resolution No. 20-07 Adopting the Town of Ridgway Reopening Plan. Seconded by Councilor Schuyler the motion carried unanimously on a roll call vote.

21. Extension of Temporary Access Agreement with Echo Properties and tenants

Memorandum from the Town Attorney dated 6-5-20 presenting an extension to the temporary access agreement granting Echo Properties and its tenants access to North Railroad Street.

Attorney Nerlin noted in January the Town entered into a temporary access agreement with Echo Properties granting its tenants the Ridgway Railroad Depot, Ridgway Railroad Museum and Ouray County Ranch History Museum, access to North Railroad Street through June 1st. With the expiration of the agreement, a request has been made to extend the agreement to January of 2021.

ACTION:

Councilmember Lakin moved to approve entering into the Temporary Access Agreement dated June 10, 2020 by and between the Town, Echo Properties, Railroad Depot Funding, the Ridgway Railroad Museum, and the County County Ranch History Museum. Councilor Meyer seconded, and the motion was approved on a roll call vote.

22. Establishment of a Youth Advisory Council

Staff Report dated 6-5-20 from the Town Manager presenting suggestions pertaining to formation of a Youth Advisory Council.

The Mayor explained the Council had previously discussed creation of a youth council.

There was discussion by the Council. It was agreed a requirement to request participation include receipt of a letter from a teacher or counsellor; the program will be open to students that live in Town or attend Ridgway Secondary School; the Mayor will contact a staff member at the secondary school to ascertain student interest, and request review of the requirements by a high school student.

23. Waiver of fees for encroachment permits on Town rights of way to expand restaurant premises

Manager Neill reported state regulations are allowing restaurants to expand on to public property to meet requirements related to COVID 19. To assist local businesses staff is proposing to allow expansion on to rights of way through the issuance of a temporary encroachment permit, and recommended waiver of the associated fees. Additionally state liquor enforcement is offering modification of licensed premises to serve in the expanded area, and he suggested the Town reimburse the state fee.

Sue Husch suggested the Council consider placement of "porta-potties" near businesses, to assist outdoor seating areas.

There was discussion by the Council and it was agreed to waive encroachment permit fees; reimburse the fee for modification of liquor licensed premises; place portable restrooms in select areas of Town.

ACTION:

Moved by Mayor Pro Tem Johnson, seconded by Councilor Cheek and unanimously carried by a roll call vote to waive encroachment permit fees for restaurants during the COVID 19 pandemic, and if needed, pay the Colorado Liquor Enforcement for modification of licenses.

24. Review of police procedures and policies

The Mayor explained two national organizations are calling for law enforcement entities to review procedures and policies to ensure they do not contain excessive force policies.

Marshal Schmaltz reported the Marshal's Department has comprehensive policies, which are in compliance with items being requested for review by the organizations.

STAFF REPORTS

The Town Manager presented a written report and reviewed some of the items with the Council.

ADJOURNMENT

The meeting adjourned at 10:05 p.m.

Respectfully Submitted,

Pam Kraft, MMC
Town Clerk

MINUTES OF JOINT WORKSHOP
RIDGWAY TOWN COUNCIL,
OURAY COUNTY BOARD OF COMMISSIONERS,
OURAY CITY COUNCIL

JUNE 18, 2020

The Town Council convened at 6:00 p.m. for a Joint Workshop with the Ouray County Commissioners and Ouray City Council via Zoom Meeting, a virtual meeting platform, pursuant to the Town's Electronic Participation Policy, due to COVID-19. In attendance from the Council Councilors Grambley, Lakin, Meyer, Schuyler, Mayor Pro Tem Johnson and Mayor Clark. Councilor Cheek was absent.

Town Clerk's Notice of Joint Workshop dated June 15, 2020.

The purpose of the meeting was to allow the policymakers an opportunity to discuss and strategize about planning, recovery and economic impacts due to COVID-19.

ADJOURNMENT

The meeting adjourned at 6:55 p.m.

Respectfully Submitted,

Pam Kraft, Town Clerk

RIDGWAY TOWN COUNCIL
MINUTES OF SPECIAL MEETING

JUNE 23, 2020

The Town Council convened for a special meeting at 6:05 p.m. via Zoom Meeting, a virtual meeting platform, pursuant to the Town's Electronic Participation Policy, due to COVID-19. In attendance Councilors Grambley, Lakin, Meyer, Schuyler and Mayor Clark in attendance. Mayor Pro Tem Johnson was not present for the roll call. Councilor Cheek was absent.

Town Clerk's Notice and Call of Special Meeting dated June 22, 2020.

1. Request for waiver of fees to use Hartwell Park and the Performing Arts Stage for worship/faith based gatherings

Pastor Pam Stofferahn with United Church of the San Juans, explained COVID 19 guidelines limit the church's capacity for seating during worship services. The sanctuary will house 40 participants, versus the typical 100 persons in attendance during the summer months. The congregation has expressed interest in holding services outdoors in Hartwell Park on Sundays at 10:00 am. She requested waiver of the fee to use the park and stage due to financial constraints.

There were questions from the Council and discussion with the Pastor.

The Town Manager suggested if Council waives the fee it be made applicable for all churches and faith based organizations. The Council agreed.

ACTION:

Councilor Cheek moved to approve the request of the Church of the San Juans to waive the fee for park and stage use for the months of July and August, and offer other faith based organizations the same waiver; authorize staff to administer approvals and waivers and extend the date for use requests if needed. Councilor Meyer seconded the motion, on a roll call vote the motion carried unanimously.

2. Intergovernmental Agreement related to distribution of CARES Act Funds

Staff Report from the Town Manager dated 6-22-19 presenting an Intergovernmental Agreement (IGA) between the County and City of Ouray for CARES Act funds.

Manager Neill explained the federally funded Coronavirus Aid, Relief, and Economic Security (CARES) Act funding is being made available to governmental agencies, administered through the Colorado Department of Local Affairs. The Town, City of Ouray and Ouray County have prepared an agreement to request the funds. The Town's per per capita basis of the county wide allotment could be \$91,631 for eligible expenses from March 1, 2020 through the end of the year.

ACTION:

Councilor Schuyler moved to approve the Intergovernmental Agreement related to distribution of CARES Act Funds. Councilmember Grambley seconded, and on a roll call vote the motion carried unanimously.

3. Purchase of water meter equipment

Staff Report from the Public Works Services Administrator dated 6-22-20 presenting a request to purchase a water meter handheld reading device, new water meters and meter reading technology.

The Public Works Services Administrator reported Sensus, the company supplying Town water meters and the reading device, will no longer be offering the meter types currently being used, and the meter reading handheld device will become obsolete. The new meters require a new handheld reading device with an interface of VGB technology to read meters from the internet instead of manual reading by staff. Customers are being offered a reduced rate to transition to the new meter technology if a package including new meters, support services, VGB technology and the handheld device are purchased at this time.

Mayor Pro Tem Johnson entered the meeting at 6:30 p.m.

There were questions from the Council.

ACTION:

Council Meyers moved, with Councilor Cheek seconding to approve deviation from procurement procedures and authorize staff to purchase the Sensus IPerl water meter handheld package for \$27,615.20. The motion carried unanimously on a roll call vote.

4. Amended Electronic Participation Policy for Regular and Special Meetings

Staff Report dated 6-22-20 from the Town Manager presenting an amended version of the Town's Electronic Participation Policy.

The Town Manager reported on March 20th the Council adopted the Electronic Participation Policy During Town Council Meetings which defines circumstances in which Council can conduct meetings by telephone or other electronic means. On April 24th the policy was amended to include advisory boards, commissions and committees. He noted based on Council direction at the prior meeting, the policy has been modified to allow for quasi-judicial hearings for matters that are subject to referendum.

ACTION:

It was moved by Councilor Meyer and seconded by Mayor Pro Tem Johnson to adopt the Town of Ridgway Amended Electronic Participation Policy for Regular and Special Meetings. The motion carried unanimously on a roll call vote.

The meeting adjourned at 6:50 p.m.

Respectfully Submitted,

Pam Kraft, MMC
Town Clerk

Town of Ridgway
Register of Demands
July 2020

Name	Memo	Account	Paid Amount
Mesa County HDR Laboratory		Alpine-Operating Account	
		990WOO · Testing - water	-20.00
TOTAL			-20.00
City of Grand Junction		Alpine-Operating Account	
		918SOO · Testing & Permits - sewer	-335.00
TOTAL			-335.00
Sani Serv LLC		Alpine-Operating Account	
	portapotties - Weaver Park - June 2020	732POO · Supplies & Materials	-135.00
	portapotties - H. Park - May & June 2020	732POO · Supplies & Materials	-435.00
TOTAL			-570.00
Valvoline Instant Oil Change		Alpine-Operating Account	
	oil - 2017 Explorer	860GO3 · Gas & Oil	-61.18
TOTAL			-61.18
Pro Velocity		Alpine-Operating Account	
	July 2020 maintenance	556GOO · IT Services	-167.50
	July 2020 maintenance	615GO2 · IT Services	-167.50
	July 2020 maintenance	729POO · IT	-167.50
	July 2020 maintenance	820GO3 · IT Services	-167.50
	July 2020 maintenance	917WOO · IT Services	-167.50
	July 2020 maintenance	917SOO · IT Services	-167.50
TOTAL			-1,005.00
Rocky Mountain Aggregate & C...		Alpine-Operating Account	
		635GO2 · Gravel & Sand	-476.73
TOTAL			-476.73
USABlueBook		Alpine-Operating Account	
	chlorine	932WOO · Supplies & Materials	-257.62
TOTAL			-257.62
Professional Document Solutio...		Alpine-Operating Account	
	Xerox copies - May 2020	948WOO · Office Equipment - Leases	-15.30
	Xerox copies - May 2020	948SOO · Office Equipment - Leases	-7.65
	Xerox copies - May 2020	548GOO · Office Equipment - Leases	-130.05
TOTAL			-153.00

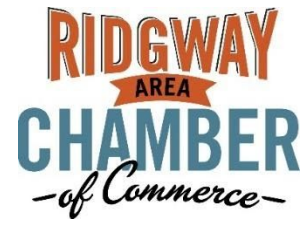
Town of Ridgway
Register of Demands
July 2020

Name	Memo	Account	Paid Amount
InDesign Signs		Alpine-Operating Account	
	map sign	533GOO · Economic Development	-230.00
	parking (2)	639GO2 · Street Signs	-100.00
TOTAL			-330.00
Reynolds Ash + Associates		Alpine-Operating Account	
	May 2020	CP1900 · Design	-426.25
TOTAL			-426.25
SGM		Alpine-Operating Account	
	thru 6/13/20	552GOO · GIS Mapping - admin	-240.17
	thru 6/13/20	952WOO · GIS Mapping - water	-240.17
	thru 6/13/20	952SOO · GIS Mapping - sewer	-240.16
TOTAL			-720.50
Xerox Financial Services		Alpine-Operating Account	
	Xerox lease - June 2020	948SOO · Office Equipment - Leases	-7.63
	Xerox lease - June 2020	948WOO · Office Equipment - Leases	-15.26
	Xerox lease - June 2020	548GOO · Office Equipment - Leases	-129.75
TOTAL			-152.64
Verizon Wireless		Alpine-Operating Account	
		943WOO · Telephone	-35.04
TOTAL			-35.04
Pickin' Productions Inc.		Alpine-Operating Account	
	promoter - final	781POO · Events & Festivals	-4,000.00
TOTAL			-4,000.00
Black Hills Energy-Broadband		Alpine-Operating Account	
	broadband building	5075GO1 · Region 10	-13.52
TOTAL			-13.52
Black Hills Energy-Hartwell Park		Alpine-Operating Account	
		742POO · Utilities	-33.33
TOTAL			-33.33
Black Hills Energy-PW Office		Alpine-Operating Account	
		642GO2 · Utilities	-10.14
		942SOO · Utilities	-10.14
		942WOO · Utilities	-10.14
TOTAL			-30.42

Town of Ridgway
Register of Demands
July 2020

Name	Memo	Account	Paid Amount
Black Hills Energy-Town Hall		Alpine-Operating Account	
		742PO1 · Utilities - community center	-14.97
		842GO3 · Utilities	-14.98
		542GOO · Utilities	-14.98
TOTAL			-44.93
Black Hills Energy-PW Building		Alpine-Operating Account	
		742POO · Utilities	-7.06
		642GO2 · Utilities	-7.06
		942SOO · Utilities	-7.07
		942WOO · Utilities	-7.07
TOTAL			-28.26
Black Hills Energy-Lift Station		Alpine-Operating Account	
		942SOO · Utilities	-26.08
TOTAL			-26.08
Ouray County Road & Bridge		Alpine-Operating Account	
	June 2020	660GO2 · Gas & Oil	-190.43
	June 2020	760POO · Gas & Oil	-289.14
	June 2020	960WOO · Gas & Oil	-97.60
	June 2020	960SOO · Gas & Oil	-295.16
	June 2020	860GO3 · Gas & Oil	-462.00
TOTAL			-1,334.33
Consolidated Electrical Distrib...		Alpine-Operating Account	
	supply hallway light bulbs	732PO1 · Supplies - community center	-65.93
TOTAL			-65.93

AGENDA ITEM #8



To: Town of Ridgway
From: Ridgway Area Chamber of Commerce
Subject: Bi-Annual Lodging Tax Report
Date: July 2, 2020

Dear Ridgway Town Council,

The Ridgway Area Chamber of Commerce is pleased to share our bi-annual report with the Town of Ridgway.

Included with this report is the Chamber's Lodging Tax P&L statement. As a reminder, RACC's QuickBooks structures are organized around the Town approved marketing plan and managed by Middleton Accounting. These actuals are a direct pull from QuickBooks and reflect a continued diversification of investments designed to advance our local business community.

The RACC's 2020 budget was heavily impacted by the COVID-19 pandemic during the spring, with continued losses expected through the end of the year. From mid-March to June, the Chamber cut staff time, closed the Visitor Center for the remainder of 2020, and shifted marketing priorities to support the Town and local businesses. The Chamber has worked closely with Town staff throughout this process to provide COVID-19 resources to the local business and disseminate information to the broader community. Prior to COVID-19, the RACC started work on the \$10,000 Colorado Tourism Office grant to continue promoting off-peak season tourism-driven economic opportunities. Marketing efforts are now resuming while setting visitor expectations for COVID-19 best practices.

We continue to see progress being made as a result of the organizational infrastructure investments made over the last three years, especially through RidgwayColorado.com and the exceptional group of contractors engaged with the organization.

We look forward to hearing any questions or comments you have regarding this report and continuing to partner with the Town of Ridgway to advance the interests of local businesses and the community as a whole.

Sincerely,

A handwritten signature in blue ink, appearing to read "Hilary Lewkowitz".

Hilary Lewkowitz
Marketing Director
Ridgway Area Chamber of Commerce

Ridgway Area Chamber of Commerce
150 Racecourse Road
PO BOX 544, Ridgway, CO 81432
970-626-5181
RidgwayColorado.com

COVID-19 Impacts and Chamber Response

The RACC's 2020 budget was heavily impacted by the COVID-19 pandemic during the spring, with continued losses expected through the end of the year. On March 20th, Ouray County enacted a countywide ban on all lodging and short-term rentals. The Chamber receives approximately 90% of our annual budget from these LOT Funds. As such, revenue from mid-March to June was severely diminished. The impacts to summer travel are yet to be determined, making budgetary decisions conservative.

The RACC Board met virtually on March 23rd to discuss drastic budget cuts needed to stay afloat. Many projects are on-hold until we have a clear picture of summer LOT Funds. These projects include: major website upgrades, Visitor Center temporary signage project, youth programming, and Visitor Center operations. The budget is re-evaluated monthly based on LOT funds received, and some projects may come back online in 2020.

From mid-March to June, the Chamber cut staff time and shifted marketing priorities to support the Town and local businesses. The Chamber has worked closely with Town staff throughout this process. The following actions were taken:

- Created and maintained a webpage providing information on COVID-19 resources, updates and business adaptations. The webpage was linked from a homepage alert.
- Created and maintained a webpage providing information on local food and drink retail establishments. The webpage was linked from a homepage alert.
- Provided resources and information to our local business community via website, social media and email campaigns.
- Marketed and promoted open businesses to our local community via social media, website and email campaigns.
- Additional support to Town of Ridgway by participating in regional and countywide meetings related to COVID-19 response and economic recovery.

As of June 11th, the RACC resumed marketing Ridgway as a travel destination in a limited manner that is aligned with state and local COVID-19 orders. In order to set visitor expectations, the Chamber updated the COVID-19 resource webpage to include traveler best practices along with county and town guidelines. The updated webpage (<https://ridgwaycolorado.com/covid-19-general-response>) is linked from a homepage alert.

More details about COVID-19 impacts and the Chamber response can be found throughout the remainder of this report.

Staffing

The Chamber continues to utilize local expertise to fill staffing needs, while the board stays actively involved with oversight and some organizational duties. Due to the impacts of COVID-19 on Lodging Tax funds, the Chamber had to make drastic cuts to the 2020 budget. Budget cuts will continue to affect staff capacity and project scope through the remainder of 2020.

Marketing and Membership Director, Hilary Lewkowitz, leads the organization on marketing-related initiatives. Duties include: staff management, working with the board to identify marketing goals, guiding

the direction for all marketing-related projects, partnerships, state grants, regional partnerships, administrative duties and liaising with town staff.

Tanya Ishikawa continues to play an integral role with the organization. Tanya supports several communications projects, including: lead editor on the annual Visitors Guide, managing the Chamber's Facebook account, website content, business promotion, and other special projects.

Jeanne Robertson is the Visitor Services and Membership Coordinator, which includes her role as Ridgway Visitor Center and Volunteer Coordinator. A majority of Jeanne's work is on hold due to the impacts of COVID-19 on the budget and Visitor Center closure.

Our exceptional group of local consulting partners and staff includes:

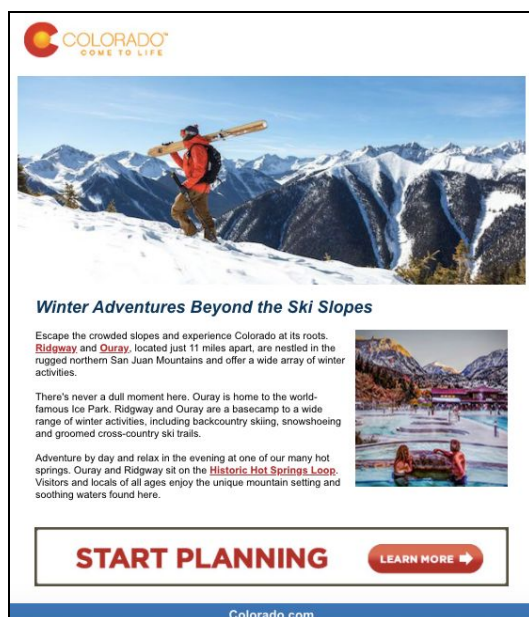
- *Marketing Director* – Hilary Lewkowitz
- *Online Content and Storytelling Consultant* – Tanya Ishikawa
- *Visitor Services and Membership Coordinator* – Jeanne Robertson
- *Accounting* – Middleton Accounting (Jane Pulliam)
- *Website and Technology Partner* -- Peak Media (Josh Gowans)
- *Media and Design Partner* – Sprout Design Studio (Nicole Green)

Board of Directors

As of April 2020, the board filled all positions. Newly elected board members include Ashley Perkins, Alpine Bank, and Adam Dubroff, Ridgway Lodge and Suites. The board elected new officers during their annual retreat in January. Board member details:

- *President* – Tim Patterson (RIGS)
- *Vice President* – Jason Bojar (Balance Natural Medicine)
- *Secretary* – Ashley Perkins (Alpine Bank)
- *Treasurer* – Amanda Swain (Ridgway Adventure Sports)
- *At Large*
 - o Daniel Richards (Colorado Boy)
 - o Kane Scheidegger (Kane Scheidegger Gallery)
 - o Adam Dubroff (Ridgway Lodge and Suites)

2020 Colorado Tourism Office Grant: \$10,000 Off Peak Season Marketing (partnership with OTO)



The graphic features the Colorado Tourism Office logo at the top left, with the text "COLORADO COME TO LIFE". Below the logo is a large photograph of a person in a red jacket and backpack walking through deep snow in a mountainous area. To the right of this photo is a smaller inset photo showing a group of people sitting around a campfire at night. Below the main photo, the text reads: "Winter Adventures Beyond the Ski Slopes". This is followed by a paragraph: "Escape the crowded slopes and experience Colorado at its roots. Ridgway and Ouray, located just 11 miles apart, are nestled in the rugged northern San Juan Mountains and offer a wide array of winter activities." Below this is another paragraph: "There's never a dull moment here. Ouray is home to the world-famous Ice Park. Ridgway and Ouray are a basecamp to a wide range of winter activities, including backcountry skiing, snowshoeing and groomed cross-country ski trails." At the bottom left, there is a paragraph: "Adventure by day and relax in the evening at one of our many hot springs. Ouray and Ridgway sit on the Historic Hot Springs Loop. Visitors and locals of all ages enjoy the unique mountain setting and soothing waters found here." At the bottom of the graphic, there is a red button that says "START PLANNING" and a smaller red button that says "LEARN MORE" with a right-pointing arrow. The Colorado.com website address is at the very bottom.

In the Fall of 2019, the RACC was awarded their second Small Marketing Match Grant for \$10,000 from the CTO, which is based on a 25% match (\$2,500). This is a continued partnership with the Ouray Tourism Office (OTO), with the \$2,500 match split equally between the two organizations. RACC and OTO collaborated on the grant in an effort to increase countywide off-peak season visitation and visitor-driven economic opportunities. Grant implementation began in December 2019. In March 2020, the City of Ouray did not renew their contract with the Ouray Tourism Office. This new development means that the City of Ouray is now responsible for continuing all OTO partnerships with the

RACC. Due to the impacts of COVID-19, the CTO extended grant implementation work until November 2020. This extension allows for some implementation funds to be shifted to Winter 2020-2021 marketing.

Grant implementation began in December and was led by Marketing Director, Hilary Lewkowitz. Grant implementation work includes:

- Sponsored article on Colorado.com, CTO's website for marketing Colorado: <https://www.colorado.com/articles/7-must-dos-your-winter-getaway-ouray-ridgway>
- Advertisements on Colorado.com that showcase Ridgway as a year-round destination and are based on the five marketing themes. Advertisements will run until they receive 100K impressions. Clicking on the advertisement (and links in the article mentioned above) takes readers to RidgwayColorado.com/plan-your-trip to enter their contact information to receive a digital copy of the Visitor's Guide.
- Instagram Takeover on Visit Colorado's (157K followers) account from 12/20/19 - 12/26/19: 15 posts, 23,301 total engagement, 23,189 total likes, 112 comments
- Colorado Tourism Office January and March custom in-state emails to approximately 15,000 contacts (January email pictured above). Featured advertisement focuses on off-peak season tourism opportunities in Ridgway and Ouray.

Below is a press release that details the grant opportunity:

State grants fund winter tourism and creative corridor marketing

The Ridgway Area Chamber of Commerce and its partners were awarded marketing grants totaling \$35,000 from the Colorado Tourism Office (CTO) over the last month. One grant for \$10,000 will fund a Ouray County Off-Peak Season Marketing Campaign, implemented in collaboration with the Ouray Tourism Office, while the other will fund marketing of the Colorado Creative Corridor by Ridgway and four other towns along a travel route featuring state-certified Creative Districts.

"Winter (post holidays) is one of the slowest times of year for our business community and often a challenging time to keep the doors open and retain employees. Encouraging stronger visitation over the winter months helps businesses rely on more consistent volume, which in turn allows for better planning and employee retention year round," explained Tim Patterson of RIGS Fly Shop & Guide Service, who is also the chamber's board president.

"Visitors and residents in Ridgway benefit from the proximity, access and affordability of our region's pre-existing winter activities, coupled with our town's incredibly scenic location. Ridgway is already viewed as a great place to get away from the typical tourist-town feel and have a more authentic experience, even and especially over the winter months," Patterson said.

Nordic and backcountry skiing, soaking in hot springs, and ice climbing are well-known winter activities in the area, but visitors can also participate in indoor bouldering, adaptive outdoor recreation programs, and a range of wellness activities like yoga, pilates, and massages. Many local art galleries, music and theater venues, local eateries, and pubs are also open in January, February and March. San Juan Skijoring, a sport where a horseback rider pulls a skier or snowboarder along a course, is also an increasingly popular spectator event at the Ouray County Fairgrounds.

A wide selection of snowshoe, ski and fat bike destinations are available at the edge of Ridgway and Ouray as well as within an hour's drive up Red Mountain Pass, Dallas Divide and several Ouray County roads. Ouray has its own ski and snowboard slope with a free tow rope, Lee's Ski Hill, plus sledding at Vinegar Hill and ice skating at Rotary Park.

The Colorado Creative Corridor is another year-round opportunity to visit the Ridgway Creative District, and the town and chamber were awarded state funding to market the initiative for a third year. The \$25,000 grant is shared by Ridgway, Paonia, Crested Butte, Carbondale, and Salida. Together, these five towns offer a collective experience of unique arts and cultural event programming and activities, alongside mountain town eclecticism, majestic vistas and outdoor recreation.

"We are excited to be directly involved in \$35,000 of CTO grant funding for 2020. The Colorado Creative Corridor and off-peak season marketing grants are important for promoting a more sustainable model of year-round visitation and consistent economic opportunities for our local businesses," said Hilary Lewkowitz, the chamber's marketing director.

Colorado Creative Corridor

In 2018, Ridgway joined four other Colorado communities in the establishment of the "Colorado Creative Corridor." This project is continuing in 2020, with another \$25,000 grant from the Colorado Tourism Office. RACC provided \$2,500 in match funding for this effort, and the Town of Ridgway also provided \$2,500. The partners are: Tourism Council of Carbondale; Carbondale Creative District; Salida Creative District; Chaffee County Visitors Bureau; Crested Butte Creative District; Gunnison-Crested Butte Tourism Association; Delta County Tourism Council; North Fork Creative Coalition; Ridgway Creative District; and the Ridgway Chamber.

2020 grant funding will continue on the success built over the past two years. The primary deliverable for this year's grant funding is the creation of a marketing video that will feature the Ridgway area and local creative businesses. The RACC is working closely with the Town of Ridgway staff on this project. Pre-production is underway with the goal of filming by September. The video will be finalized by November and ready for digital distribution at that time.

We are excited for this project to continue to bring value to the business and creative economy for years to come, and look forward to this continuing to be an important example of the positive impact of Chamber/Town collaboration.

Online Media Assets: Website, Digital Newsletters & Social Media

RidgwayColorado.com remains the #1 Google search result for keyword "Ridgway Colorado" as well as other high value keywords. Site optimization is an ongoing effort, we are working with Peak Media to continue to improve site features, functions and ease of use. We will continue to invest in additional content and our staff/contractors to monitor the site and keep membership content fresh and up to date. We are actively leveraging the "Five Themes" branding (detailed below) within the website, online itineraries and quarterly visitor newsletter.

A digital copy of the annual Visitor Guide is available as gated content at <https://ridgwaycolorado.com/plan-your-trip>. This strategy, implemented in 2019, allows the RACC to continue to build out our lead database. This webpage is the landing page for any digital advertisements outside of RidgwayColorado.com (e.g., Colorado.com advertisements land on this page). All email leads are automatically added to our CRM system and sent the weekly e-blast and/or quarterly visitor news (based on user preferences).

The weekly community e-blast continues to be sent out to 1,920 contacts. Newsletter content includes: business promotion, special events and Chamber news. In addition, we launched our first-ever quarterly visitor newsletter in 2019. This newsletter is delivered to our Go-Colorado leads plus website sign-ups. The purpose of this newsletter is to send promotional emails to targeted email leads by leveraging the five marketing themes and promoting Ridgway as a year-round destination. Due to the impacts of COVID-19, the Chamber has not sent out a quarterly visitor newsletter in 2020. This newsletter will resume in the Fall.

The RACC Instagram account, @RidgwayColorado, continues to be presented as a visitor-facing platform to promote Ridgway tourism assets and local businesses to potential visitors. This strategy is in-line with communities throughout Colorado. The RACC Instagram account has 1,745 followers. Facebook continues to be a platform that we promote and communicate to our local community with 2,033 followers.

The RACC is working in partnership with the City of Ouray and Visit Montrose on a new digital marketing campaign to support regional tourism efforts. Deliverables include: new landing page on RidgwayColorado.com, itineraries and social media campaign.

Visitors Guide

In July, we will begin the process of planning the 2021 Visitor Guide with the hopes of partnering with the City of Ouray, who took over all OTO duties. Design elements will be a single cover with “Ridgway and Ouray” and combined content. The plan is to continue our partnership with BCI Media (formerly Ballantine Communications), which has produced and distributed the Visitor Guide since 2017. We will use our staff and contractors on content design, led by contractor, Tanya Ishikawa.

Golf Tournament

Due to the impacts of COVID-19 on budget and event planning, the Chamber has not made a decision on whether they will host the annual golf tournament. A decision will be made at the July 13th Board Meeting.

Marketing Themes

The Chamber is actively using the five themes as the foundation of all marketing initiatives. As we have shared in previous reports, these themes are designed to capture the unique attractions of the Ridgway area and our goal has been to develop these themes and inline with marketing best practices, use them consistently across our media, including website, visitors guide, print ads, social media and visitor center. These are now being adopted across all of our platform in conjunction with the themes:



Four new themes were recently created to more effectively market our local business communities: Travel Services, Accommodations, Professional Services and Shopping. The new logos were added to signage at the Visitor Center (see Visitor Center update), with the goal of adding to digital assets as well.



Print Media

The Chamber coordinated co-op ads with local businesses in the 2020 San Juan Skyways publication. The San Juan Skyway is distributed throughout Colorado and is considered to be a marketing asset for local businesses as well as the Chamber. The San Juan Skyway magazine is available in a magazine dispenser located outside the Ridgway Visitor Center.

Visitor Center

The RACC Board voted on May 18th to close the Ridgway Visitor Center for the remainder of 2020 based on the combined knowledge that a majority of our volunteers do not feel safe returning this summer, along with the stringent guidelines provided by the Colorado Tourism Office that detailed procedures to minimize risk of COVID-19 transmission. The board was not confident that we could provide a safe space for our volunteers and visitors into the foreseeable future, as safety is our number one priority for reopening. Ridgway Visitor Center Press Release:

<https://ridgwaycolorado.com/news-events/ridgway-visitor-center-closed-for-2020>

With the closure of the Visitor Center, the RACC is investing in Visitor Center space improvements in order to provide access to the 2020 Ouray and Ridgway Visitor guide and other planning materials to visitors that stop by. This includes the creation of two window signs with a QR code that will send mobile phone users to: <https://ridgwaycolorado.com/plan-your-trip>. This webpage is a launching point to explore Ridgway area assets in a virtual format. See below images for more detail. The RACC assisted the Town of Ridgway staff in utilizing Colorado Main Street grant funding to install a free visitor guide dispenser as well as other outside improvements. We look forward to further collaboration with the Town to improve this space.



THINK OUTSIDE

Make Ridgway your basecamp - Explore a diversity of things to do



Outdoor Adventure

Ridgway's amazing landscapes have all of the elements for great outdoor recreation on dirt, rock, water, snow, and air. Activities include:

- Biking
- Running
- Camping
- Climbing
- Wildlife viewing
- Fishing
- Soaring
- Stand-up paddleboarding
- Reading
- Shakeboarding
- Hot air ballooning
- Horseback riding
- Swimming
- Crash country skiing
- Backcountry alpine skiing
- Snowmobiling



Arts & Entertainment

Ridgway's vibrant, creative community thrives in our inspiring setting, with a wide range of artistic and entertainment options. Ridgway is a Certified Creative District and sits along the Salado Creative Corridor.

Venues and events include:

- Art galleries and shows
- Public sculptures
- Outdoor and indoor concerts
- Outdoor and indoor movies
- Alley poetry and art
- Festivals
- Plays and musicals
- Comedy shows
- Poetry readings
- Scavenger hunts
- Film and art contests
- Dance classes
- Art classes
- Writing classes
- Theater classes
- Little free libraries



History & Heritage

A collection of artifacts and sites awaits discovery by strolling around Ridgway or taking scenic drives into the mountains. Historical points of interest include:

- Ridgway Railroad Museum
- Ouray County Ranch History Museum
- True Girl Film Tour (downtown)
- True Girl Film location on Owl Creek Pass
- Ouray County History Museum
- Newly restored Ouray County Courthouse
- Ridgway Old West Fed
- Ouray County Redco
- Antique stores
- Mining structures
- Ghost towns



Health & Wellness

Known for our sunny skies and healing waters, Ridgway is the place to revitalize your body and soul and rejuvenate your mind.

Local wellness services and venues include:

- Hot springs
- Yoga
- Massage
- Hot tubs and pools
- Saunas and steam rooms
- Chiropractic services
- Hyperbaric oxygen therapy
- Fitness classes
- Running races
- Naturopathy



Culinary Experiences

Ridgway delivers amazing culinary selection with markets and restaurants specializing in local, organic, gourmet, and international foods and beverages.

Ridgway's businesses offer:

- European fare
- American cuisine
- South American dishes
- Mexican meals
- Asian menus
- Freshly baked breads and pastries
- Vegan and vegetarian options
- Locally roasted coffee and espresso
- Friday Farmers Market
- Coco Farm Stand
- Local brews and microbrews
- Forkin Fast West
- Local made chocolate
- Tea and fresh squeezed juices
- Annual Ranch Tour and Dinner

PLEASE VISIT: RIDGWAYCOLORADO.COM/PLAN-YOUR-TRIP



THINK OUTSIDE

Enjoy Ridgway hospitality year-round - Our community welcomes you



Professional Services

Small-town charm and attention to customer satisfaction are the hallmarks of Ridgway's service businesses. Local professionals ready to serve you include:

- Banking
- Real estate
- Photography
- Event planning
- Computer repair
- Coworking space
- Child care
- Hair styling and salon
- Beauty
- Medical
- Physical therapy
- Veterinary
- Office supply and printing
- Graphic design and printing
- Landscaping
- Legal
- Screen printing
- U.S. Postal Service



Accommodations

A stay in Ridgway provides great memories in unique settings from wilderness gateways to deluxe spa suites and family-friendly lodging. Local overnight options include:

- Bed and breakfasts
- Hotels
- Resorts
- RV campgrounds
- Short-term rentals
- Yurt camping
- Cabins
- Mountain huts
- Tiny houses
- Tipis
- Turts



Travel Services

Ridgway's reputation as a premier outdoor recreation destination means we have key amenities for adventurers. Businesses and community resources to keep you going include:

- Gas stations
- Vehicle repair
- Bike repair and parts
- Public restrooms
- Picnic areas
- Transportation
- Concierge
- Scenic tours
- Recreation guiding
- Outfitters
- Water sports rentals
- Churches that welcome visitors



Shopping

Whether shopping for fun or function, you can find a variety of products at Ridgway's eclectic collection of stores. The range of products found here include:

- Antiques
- Clothing and fashion
- Gifts
- Groceries
- Pharmaceuticals
- Hardware
- Secondhand goods
- Home furnishings
- Jewelry and art
- Outdoor gear
- Beer, liquor and wine
- Tobacco and pipes
- Cannabis
- Body care
- Flowers

PLEASE VISIT: RIDGWAYCOLORADO.COM/PLAN-YOUR-TRIP



Youth Apprenticeship Program & Career Experience Fair

Due to the impacts of COVID-19 on budget and event planning, the Chamber canceled 2020 programs.

We sincerely thank the Council and all of the Town staff for their support and partnership.



2:45 PM

06/30/20

Accrual Basis

Ridgway Area Chamber of Commerce
Profit & Loss for Lodging Tax Class
January through June 2020

	Jan - Jun 20
Ordinary Income/Expense	
Income	
Lodging Tax Income	12,459.01
Total Income	12,459.01
Gross Profit	12,459.01
Expense	
Advertising and Promotion	
Creative District Corridor	2,500.00
Online Media and Advertising,	2,125.50
Print Media and Advertising	1,916.25
Visitor's Guide Fullfillment, P	3,943.00
Website Upgrades and Operations	2,278.41
Total Advertising and Promotion	12,763.16
Membership Expense	
Membership Services	38.00
Total Membership Expense	38.00
Postage	44.15
Subcontractors	5,909.00
Visitor Center Operations	
Electric	116.82
Natural Gas	211.72
Telephone and Internet	531.01
Total Visitor Center Operations	859.55
Visitor Center Redesign	9.50
Total Expense	19,623.36
Net Ordinary Income	-7,164.35
Net Income	-7,164.35

AGENDA ITEM #9



TOWN HALL PO Box 10 | 201 N. Railroad Street | Ridgway, Colorado 81432 | 970.626.5308 | www.town.ridgway.co.us

To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: July 1, 2020
Agenda Topic: Update on Town's application submittal to International Dark-Sky Association for Dark Sky Community designation

SUMMARY:

Val Szwarc will attend Wednesday's virtual meeting to give an update on the status of the Town's application to the International Dark-Sky Association for Dark Sky Community designation.

AGENDA ITEM #10

PUBLIC COMMENTS

Kuno Vollenweider expressed concerns with removal of snow from the "foot bridges" between Cottonwood Park and Moffat Street. He also requested the Council address speed deterrents on Moffat Street, noting the two pedestrian foot bridges "don't have stop signs to slow traffic down".

There was a discussion by the Council regarding speed deterrents, and it was suggested staff and the Planning Commission review placement of stop signs on Moffat Street. The Mayor asked staff to place as a priority the removal of snow from the pedestrian bridges.

PUBLIC REQUESTS AND PRESENTATIONS

5. Update on Ridgway Old West Fest

Eve Becker-Doyle presented an update on planning for the Ridgway Old West Fest to be held October 11 through 13. She explained the purpose of the festival is to "highlight Ridgway's film, ranching and railroad heritage; celebrate western arts and culture and commemorate fifty years since the release of the movie 'True Grit'". She presented the many events planned during the festival, noting numerous venues will be used throughout Town, and the Railroad Museum will be holding a 'railroad days' during the festival. Ms. Becker-Doyle requested exemption on sign regulations and ability to have an axe throwing event in Hartwell Park, and Council referred the requests to staff.

PUBLIC HEARINGS

6. Application for Tavern Liquor License for The Patio at Steps Tavern

Staff Report from the Town Clerk dated 3-19-19 presenting a tavern liquor license application from Steps LLC for The Patio at Steps Tavern.

Town Clerk's Notice of Public Hearing dated 3-14-19.

The Town Clerk presented an application for a tavern liquor license from Daniel Easton, sole member of Steps LLC, to license 566 Sherman Street. She noted the location which consists of a concrete slab, was formally licensed to a restaurant which served food and alcohol from an AirStream trailer. The proposed use will be comprised of a metal structure placed at the south west side of the slab, and hooked up to the water and sewer taps located on the property. This structure will function as the serving area and storage, and will be accessible to staff only by one door from the west side of the building. The complete premises will be fenced, with one public entrance from Sherman Street; and filled with tables, chairs and a number of shade structures. She reported Steps LLC, and Mr. Easton currently hold a tavern liquor license issued by the Town in March of 2016, for Steps Tavern located on S. Cora Street.

Applicant Dan Easton addressed the Council and explained the business would be closed by 9:30 p.m., serve food and provide a "family friendly" atmosphere.

SPEAKING FROM THE AUDIENCE:

Gene Elrich expressed concerns with noise from music which maybe played at the outdoor facility. He noted the licensed premises currently held by Mr. Easton can be noisy, and patrons "leave trash around".

Sharon Knowlton explained she resides adjacent to the site and does not feel it is "an appropriate location". She stated this would be "primarily a drinking establishment and will be loud and my bedroom is 150 feet away". She expressed concerns with "after hours law enforcement" and "noise"; "no flush restrooms at the location" stating she does not feel use of "a porta-pottie should be allowed, it is not appropriate for this use", and noted concerns with smell. She stated "a vacant lot is not an appropriate use" for a bar.

Cody Monroe noted Eatery 66 operated at the same location, and "served out of a trailer", "which is similar". He stated "Dan has owned and operated" Steps Tavern, and is a responsible business owner.

Christa Meyer supported "everything that has been said" and noted "Eatery also served alcohol and food", and "had porta-potties and no problems".

Sarah Smith explained she lives above Steps Tavern and "noise has never been an issue". She expressed support for issuance of the license and the "9:30 p.m. time frame".

Haley Niven supported the application, and noted she "misses having an eating establishment at this location", and is "excited for another family friendly food area in Town". She noted that "Dan is a responsible business owner".

John Strandberg spoke in opposition noting "a tavern license only requires serving snacks and can stay open to 2:00 am per State law". He expressed concerns with noise; an "undue amount of licenses"; and the premises "may require more law enforcement". He noted many communities do not "allow outside bars" and encouraged the Council to direct staff to "look into code changes to not allow outdoor bars". He asked the Council to "take into consideration concerns from residents" when making the decision to license the premise and "encouraged" denial.

Angela Ferrelli spoke in support noting the business "will add value to the Town".

The Mayor closed the public hearing.

The Town Clerk read into the record three letters received from Dale Laidlaw, Ethan and Melissa Cartwright and Tom McKenney in opposition to issuing the license.

There were questions to the Town Attorney from the Council, and comments by the Council.

The Mayor re-opened the public hearing and asked the applicant to come to the podium to answer questions from the Council. Based on the questions Mr. Easton stated the music will be acoustic; the business will "close early"; he will look into constructing within a year a uni-sex bathroom; there will be "rotating chefs to prepare a rotating menu" and food will be served; all lighting will be "down ward facing"; fencing will be "corrugated metal five feet in height" placed "all the way around" "so sound goes up and disburses" to address noise.

SPEAKING FROM THE AUDIENCE:

John Strandberg expressed concern with statements regarding serving of food, noting the license type "only needs to serve snacks". He asked the Council to look into code changes and "not permitting an outdoor bar like this again".

Gene Ulrich expressed concerns stating "this is a bar and people go there to drink".

Sharon Knowlton question the building permit process for the proposed use.

There were questions from the Council to staff. There was discussion by the Council.

ACTION:

Councilor Hunter moved, with Councilmember Lakin seconding to approve the application for liquor license to The Patio at Steps Tavern with conditions that the premise close by 9:30 p.m. and music is off by 9:00 p.m. With the motion on the floor there were questions to the Town Attorney. On a call for the vote the motion carried unanimously.

7. Adoption of Ordinance Amending Chapters 3, 6, 7, 8, 10 and 11 of the Ridgway Municipal Code Regarding Fees for Sales Tax, Lodging Tax, Building Regulations, Planning and Zoning, Marijuana, Nuisances and Animals

Town Clerk's Notice of Public Hearing dated 3-13-19.

Town Manager Coates explained the proposed ordinance updates fees in the Code pertaining to sales and lodging taxes; building code; subdivision regulations; Planning Commission applications; marijuana licensing. She noted at the prior meeting Council asked to amend the draft ordinance to include the ability to lower or waive fees for affordable housing.

SPEAKING FROM THE FLOOR:

Kuno Vollenweider spoke in opposition to increasing the fee for sales tax licenses.

ACTION:

It was moved by Councilor Meyer, seconded by Councilor Cheek and unanimously carried to adopt the Ordinance Amending Chapters 3, 6, 7, 8, 10 and 11 of the Ridgway Municipal Code Regarding Fees for Sales Tax, Lodging Tax, Building Regulations, Planning and Zoning, Marijuana, Nuisances and Animals.

LAND USE MATTERS

8. Recommendation from the Planning Commission to approve an Amended Plat; Location: True Grit Subdivision, Lot A; Address: 109 N. Lena Street and 545 Sherman Street; Zoned: Historic Business (HB); Applicant and Owner: Nathan Worswick

Staff Report dated 4-10-19 from the Town Planner presenting a recommendation from the Planning Commission meeting of March 26th to approve the request for subdivision of Lot A of the True Grit Subdivision.

Notice of Public Hearing dated 3-27-19.

Planner Coburn reported the request for plat amendment of Lot A of the True Grit Subdivision splits the property between two existing buildings creating Lots A1 and A2. The Planning Commission found that criteria for the request had been met, and also approved two variances.

ACTION:

Mayor Pro Tem Johnson moved to approve the amended plat for the True Grit Subdivision. Councilor Meyer seconded the motion which carried unanimously.

AGENDA ITEM #11

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Ridgway Town Council will hold a **PUBLIC HEARING online**, on Wednesday, July 8th, 2020 at 5:30 p.m., to receive and consider all evidence and reports relative to the application described below:

Application for: **Extension of Preliminary Plat Approcal**

Location: **River Park, Ridgway Business Park, Filing 3**

Addresses: **TBD**

Zoned: **Light Industrial 1**

Applicant: **Ridgway Light Industrial LLC**

Property Owner: **Ridgway Light Industrial LLC**

ALL INTERESTED PARTIES are invited to attend said hearing **online** and express opinions or submit written testimony for or against the proposal, to the Town Clerk.

FURTHER INFORMATION on the above application may be obtained or viewed at Ridgway Town Hall, or by phoning 626-5308, Ext. 222.



DATED: June 29, 2020

Shay Coburn, Town Planner

STAFF REPORT

To: Town Council
Subject: Request to extend Preliminary Plat approval for River Park Ridgway Business Park Filing 3
Location: Outlot P3/C, River Park Ridgway Business Park
Address: TBD
Applicant: Ridgway Light Industrial, LLC
Owner: Ridgway Light Industrial, LLC
Initiated By: Shay Coburn, Town Planner
Date: June 29, 2020

HEARING REQUEST

Applicant/Owner is requesting an extension of the approved preliminary plat for River Park Ridgway Business Park Planned Unit Development as it concerns Filing 3, planned Blocks 9-12 of the Industrial Park. Staff has received a request for the extension and an application for public hearing. This same request for extension was made in 2010, 2012, 2014, 2016 and 2018. The Town Council previously determined the requisite criteria were met and granted all prior requests for a 2-year time frame each (see attached meeting minutes from all prior Council approvals for extending the preliminary plat).



BACKGROUND

The River Park Ridgway Business Park PUD (River Park PUD) comprises approximately 141 acres and is situated at the north-central aspect of the municipal boundary, just south of the new high school. The River Park PUD consists of medium density single family housing, low-density multi-family residences, industrial/commercial properties (“business park”), open space, and a trail network.

A ‘Findings and Decision’ approving the preliminary plat for the River Park Ridgway Business Park PUD was issued by the Town Council on February 13, 2001. Since 2001, the developer has returned to the Town and received final plat approvals on Filing 1 (the existing industrial park and the majority of the residential properties) and Filing 2 (23 residential lots, primarily east of River Park Drive). The 2001 preliminary plat configuration for Filing 3 consists of Blocks 9, 10, 11 and 12 with associated roads, infrastructure, easements, etc. and has not yet been final platted (eg: it has an approved plan but there is remaining infrastructure to be completed and it legally remains a single parcel instead of the planned Blocks/Lots).

A PUD Development Agreement for the River Park PUD was recorded on April 2, 2001 at reception number 174439 between the Town of Ridgway and a 3-party Applicant/Developer Group (Ridgway River Ranches, Ridgway Light Industrial and San Miguel Power Association). Plats for Filings 1 and 2 were recorded in December 2001 and September 2005, respectively.

On November 1, 2006 the Planning Commission (PC) approved a PUD Amendment permitting the Owner/Applicant to develop “two blocks of Laura Street on the eastern half of the street only, from Frederick to Otto Streets and Otto to Roundhouse Streets, and the completion of Otto Street from Cora to Laura Streets”. Additional conditions of approval were also stated and are found in the Planning Commission minutes from 11/1/2006.

At the same hearing, the PC approved a replat of Block 8 to accommodate North Railroad Street as it was constructed. Railroad Street was altered slightly to the north at this location, and the proposed turn-around was never constructed as initially planned at preliminary plat. The revision required alteration to Tract OS-4 and the northern portion of Block 8.

On April 29, 2008, the Planning Commission approved (see Attachment 1):

1. Replat of the four blocks (#9-12) in Filing 3, which combined Blocks 9-10 to create three blocks numbered 9, 10 and 11.
2. Reconfiguration of Alley “A” to connect Roundhouse to Railroad Street (instead of Roundhouse to Laura Street via a sharp turn in the alley), which intersects Block 8, decreasing the overall size of Block 8, and increasing the size of Block 9, by adding the western portion to Block 9.

On November 14, 2018 a Replat of Block 8 and a small portion of Block 2 was approved by Town Council. This replat better aligns with the revised replat of Filing 3 but will also require a few adjustments to Filing 3. The infrastructure work to be completed as part of this replat remains incomplete but is hopefully close to wrapping up so the final plat can be recorded.

The Filing 3 properties are zoned I-1, Light Industrial per the ORD 01-01 dated February 2001 and the PUD Development Agreement of April 2001. The property is also part of the Outlot P3/C as defined on the River Park PUD Filing 1 plat at Reception Number 176459 (Attachment 2).

CODE REQUIREMENTS

This request is considered pursuant to RMC §7-4-5(C)(1)(c), which reads as follows:

No final plat may be scheduled for a Planning Commission hearing more than two years after approval of the preliminary plat, without resubmitting the preliminary plat for review pursuant to 7-4-5(B) unless;

- (i) within two years of approval of a final plat of a previous filing, or*
- (ii) the Town Council authorizes an extension for good cause shown, such as adverse market conditions, in conjunction with substantial progress on infrastructure and approval of a final plat of previous filings in accordance with an approved phasing plan.*

STAFF ANALYSIS

This is the sixth request for extension of a previously approved and subsequently amended preliminary development plat. Each request resulted in an extension for 2 years (*please refer to attached meeting minutes from the 2010-2018 Town Council meetings*). The Owner is returning to the Town Council requesting a 6th extension. This request for extension was submitted to the Town on June 18, 2020, 5 days after the 2-year extension that was granted on June 13, 2018 expired. There have been some extenuating circumstances on the part of Ridgway Light Industrial, LLC as well as a global pandemic.

The previous filings 1 and 2 for the River Park Planned Unit Development have been final platted and are largely developed at this time. It is apparent that the delay in activity on this filing 3 was previously attributed to the economic downturn as evidenced by the steep decline in building permits since 2008, and a flattening out of that downturn over the ensuing few years. Construction activity returned around 2016 and the lots in filings 1 and 2 transferred with nearly all of them built-out. The Planning and Building office has been increasingly and busy over the last years and it is not apparent that the delay in this development is due to an economic downturn anymore.

BACKGROUND

The Applicant is requesting an extension of the preliminary plat approval, including the previously approved amendments to the preliminary plat. The River Park development has been quite successful with the first two filings completed, with the current build-out nearly completed. The existing Industrial Park parcels alone are near complete build-out, including the Town and SMPA parcels. The Town has seen a significant increase in residential building permits which generally evolves into an increase in commercial and industrial permitting and construction activity. Construction appears to be on the rise and the pandemic has not yet shown cause for any slowdown.

Any extended time frame should provide an opportunity for the owner to revisit prior discussions with the adjoining landowner on the dedication and completion of the remaining portion of North Laura Street as it adjoins the 3rd River Park filing.

STAFF RECOMMENDATION

At this point we are hearing in the community some demands for industrial development with very few opportunities available without the completion of this Filing 3. Ridgway has strived to balance a residential community and economy with a balance of industry and business as documented in the Town's Master Plan

documents and also in the Town's investment in the downtown business district, parks, Main Street and Creative District programs, and other primary infrastructure and community initiative efforts.

Due to the land being zoned Industrial and being part of a larger development plan, it is unlikely that it would be developed much differently than the proposed preliminary plat, even if this extension was not granted. The main concern from staff is that it our Standards Specifications & Typical drawings for Infrastructure will likely be adopted before this development begins construction so it may be practical to require this development to update applicable plans accordingly.

Any approval to extend the preliminary plat dated 12/27/2000, and as amended April 29, 2008, should be subject to all prior conditions of approval and other requirements associated with the Planned Unit Development. Staff recommends the extension be granted, perhaps limited to one year, as market conditions are much improved and Filings 1 and 2 completed, and it is difficult to see how the criteria in RMC 7-4-5(B) have been met. The replat of Block 8, while progress has been very slow, may demonstrate the first effort toward completion of this Filing 3 as that was the last remaining block of Filing 1. In addition, Council has recently provided clear direction that housing is not desired in the Industrial zones which has been discussed a lot over the past year in relation to development of this particular property. This should help the Owner/Applicant have more clear direction on the future of this property.

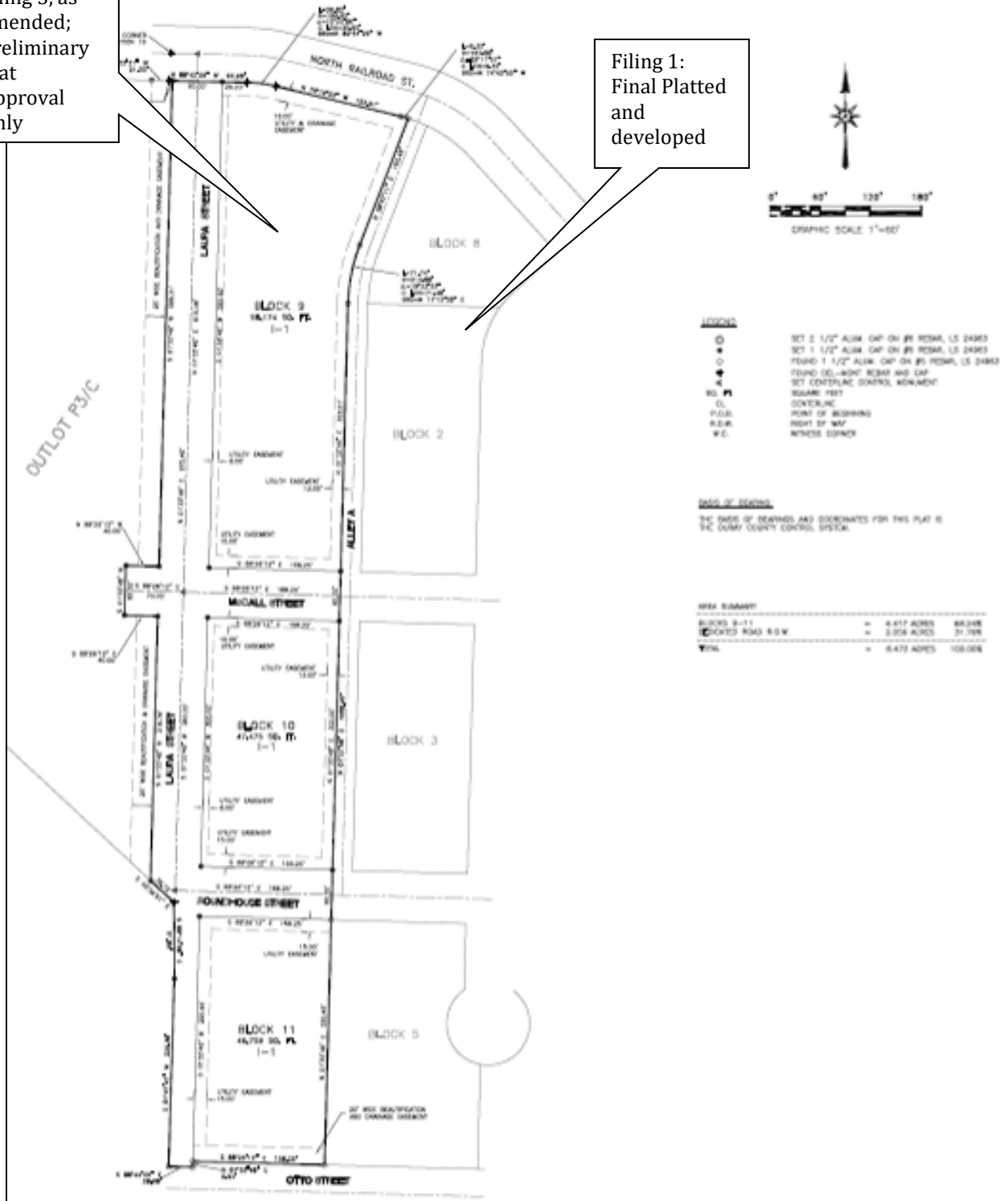
ATTACHMENTS

- 1 - Amended River Park PUD, Preliminary Plat, Filing 3
- 2 - River Park PUD, Filing 1 (*Business Park only, in-part*)
- 3 – Town Council Meeting Minutes – in part (6/9/2010)
- 4 – Town Council Meeting Minutes – in part (6/13/2012)
- 5 – Town Council Meeting Minutes – in part (5/4/2014)
- 6 – Town Council Meeting Minutes – in part (5/11/2016)
- 7 – Town Council Meeting Minutes – in part (6/13/2018)

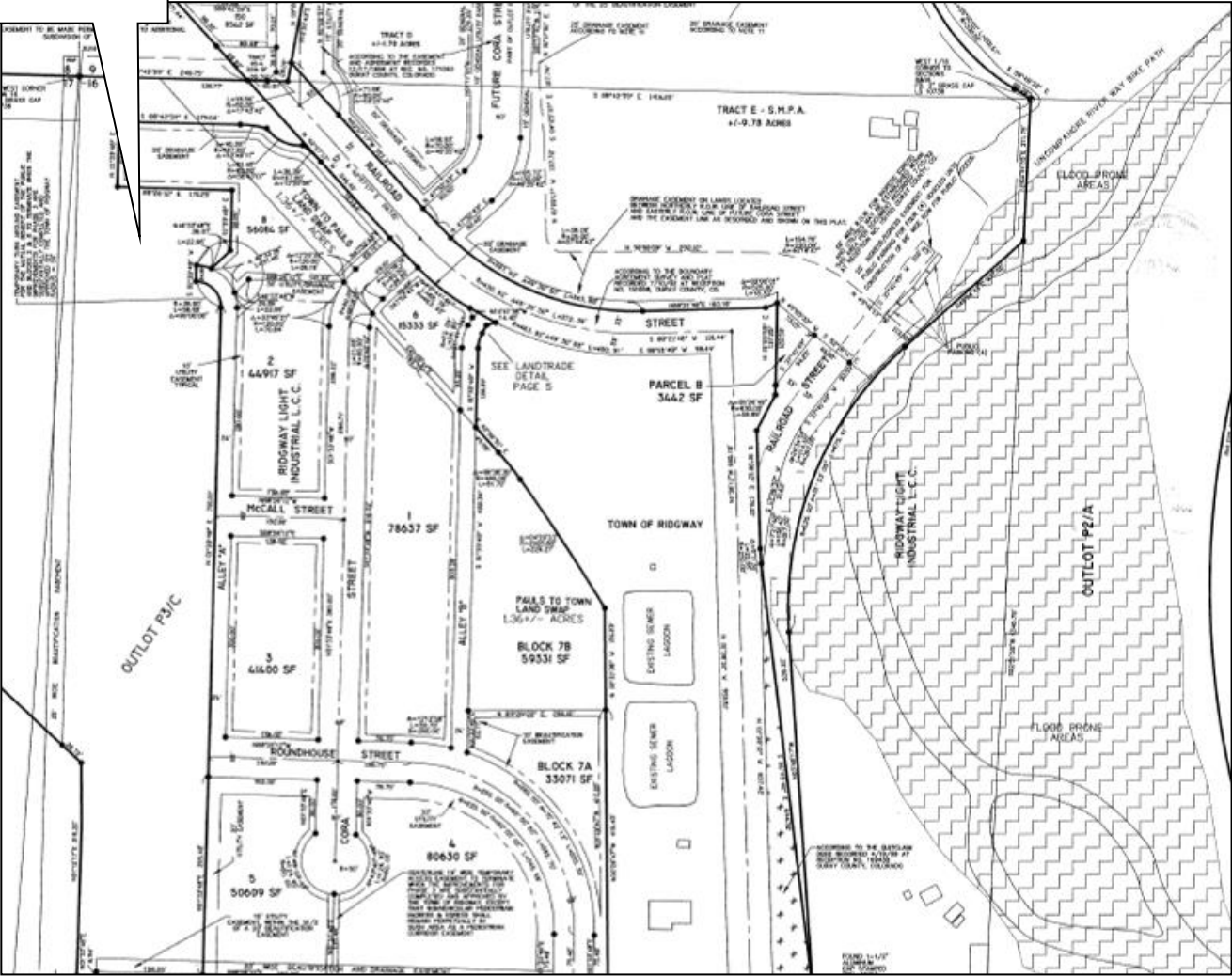
ATTACHMENT 1: Amended River Park PUD, Preliminary Plat, Filing 3

Filing 3, as amended; Preliminary Plat Approval Only

Filing 1: Final Platted and developed



Filing 3
Location



RIDGWAY TOWN COUNCIL
MINUTES OF REGULAR MEETING
JUNE 9, 2010

PUBLIC HEARINGS (continued)

12. Ordinance Amending Town Subdivision Regulations to Provide Revisions for the Expiration of Preliminary Plats

The Town Attorney explained the proposed ordinance will establish provisions to extend preliminary plat approvals.

ACTION:

Moved by Councillor Johnson and seconded by Mayor Pro Tem Clark to adopt Ordinance 6-2010 Amending Town Subdivision Regulations to Provide Revisions for the Expiration of Preliminary Plats. After a call for the vote the motion carried unanimously.

LAND USE ISSUES (continued)

14. Recommendation from Planning Commission to approve request for two year extension of preliminary plat for River Park, Ridgway Business Park, Filing 3

Planner Coates presented a recommendation from the Planning Commission to approve an extension of preliminary plat for River Park PUD, Filing 3. She explained the subdivision is located on N. Laura Street, adjacent to the existing industrial park. The plat was approved ten years ago and has received two amendments. The property owner filed the request based upon economic hardships. The Commission is recommending the Council allow a two year extension.

ACTION:

Mayor Pro Tem Clark moved to approve the request for two year extension of Preliminary Plat for River Park, Ridgway Business Park, Filing 3. The motion was seconded by Councillor Johnson and carried unanimously.

RIDGWAY TOWN COUNCIL

MINUTES OF REGULAR MEETING – IN PART

JUNE 13, 2012

CALL TO ORDER

The Mayor called the meeting to order at 5:35 p.m. in the Community Center at 201 N. Railroad Street, Ridgway, Colorado with Councillors Durnan, Gunning, Weaver, Mayor Pro Tem Johnson and Mayor Clark in attendance. Councillors Hunter and Kavanaugh were absent.

LAND USE ISSUES

14. Request for extension of Preliminary Plat approval pursuant to Municipal Code Section 7-4-5(C)(1)(c) for the River Park Ridgway Business Park, Filing 3, Outlot P3/C

Staff Report dated June 12, 2012 from the Town Manager/Planner presenting a request to extend preliminary plat approval for River Park Ridgway Business Park Filing 3.

Manager Coates explained this is the second request for extension of a previously approved, and subsequently amended, preliminary development plat. The first request for extension was granted by the Council for two years at the meeting of June 9, 2010. She reported Filings 1 and 2 of the PUD have been final platted and the delay on Filing 3 is due to the economic downturn. She noted the applicant is requesting an extension pursuant to Municipal Code Section 7-4-C(1)C, and is seeking a six year extension. She further reported the applicant has met with staff pertaining to reclamation of the existing gravel pit, which is linked to an expired conditional use permit, and was approved associated to the development.

Mayor Clark noted the gravel pit is not required to complete Phase 3 of the PUD, and asked the applicant “as a good neighbor” to proceed with reclamation.

Glenn Pauls, representing Ridgway Light Industrial LLC, addressed the Council and explained he would like to meet with the Council and discuss a number of issues pertaining to open space, river frontage and the gravel pit. There was discussion between Council and Mr. Pauls and it was agreed to schedule a meeting and discuss the issues at another time.

The Council and Mr. Pauls discussed the requested six year time frame for the extension.

ACTION:

Moved by Councilmember Durnan, seconded by Councillor Gunning and unanimously carried to approve the extension for preliminary plat approval for Phase 3 of River Park Business Park for two years.

RIDGWAY TOWN COUNCIL

MINUTES OF REGULAR MEETING

MAY 14, 2014

CALL TO ORDER

The Mayor called the meeting to order at 5:40 p.m. in the Community Center at 201 N. Railroad Street, Ridgway, Colorado. The Council was present in its entirety with Councilors Gunning, Hunter, Kavanaugh, Nerlin, Weaver, Mayor Pro Tem Johnson and Mayor Clark in attendance.

LAND USE ISSUES

13. Request for extension of Preliminary Plat for River Park Ridgway Business Park, Filing 3,

Staff Report from the Town Manager/Planner dated 5-9-14 presenting a background on River Park Ridgway Business Park PUD. Letter dated 5-9-14 from the applicant Ridgway Light Industrial LLC, requesting extension of Preliminary Plat due to "continued recession in the Ridgway industrial real estate market".

Glenn Pauls for Ridgway Light Industrial, requested "another extension" of the Preliminary Plat for Outlot P3/C, of Ridgway Business Park, stating "we're waiting to get some sales".

The Town Manager reported this is the third request for extension of preliminary plat for Filing 3, which was approved in 2008, noting there are no utilities to the property, cross streets, alleys or sidewalks. The applicant has previously been granted two, two year extensions, based on the down turn in the economy, and is seeking the third extension for the same reason.

ACTION:

Mayor Pro Tem Johnson moved to approve a two year extension of the Preliminary Plat with all prior conditions of approval and other requirements associated with the Planned Unit Development. Councilmember Gunning second the motion which carried unanimously.

RIDGWAY TOWN COUNCIL
MINUTES OF REGULAR MEETING
MAY 11, 2016

CALL TO ORDER

The Mayor called the meeting to order at 5:35 p.m. in the Community Center at 201 N. Railroad Street, Ridgway, Colorado. In attendance Councilors Austin, Barnes, Gold, Hunter, Mayor Pro Tem Johnson and Mayor Clark. Councilor Williams was absent.

14. Request for extension of River Park Ridgway Business Park Filing 3, Outlot P3/C preliminary plat approval

Letter dated 4-28-16 from Ridgway Light Industrial, LLC requesting a two year extension for the third phase of the Ridgway Industrial Park.

Manager Coates explained the request for extension of preliminary plat approval for the next phase of the Ridgway Light Industrial Park, includes a few blocks west of the existing industrial park which has not been platted. The area is included in the River Park Ridgway Business Park Filing 3.

Mayor Clark noted the Council meet jointly with the Planning Commission last month and received a development proposal for the property. Council discussed the request with staff and applicant Glenn Pauls.

ACTION:

Moved by Councilmember Barnes, seconded by Councilor Gold to approve the extension of River Park Ridgway Business Park Filing 3, Outlot P3/C preliminary plat approval pursuant to Municipal Code 7-4-5(C)(1)(c). The motion carried unanimously.

RIDGWAY TOWN COUNCIL
MINUTES OF REGULAR MEETING

JUNE 13, 2018

CALL TO ORDER

The Mayor called the meeting to order at 5:35 p.m. in the Community Center at 201 N. Railroad Street, Ridgway, Colorado. In attendance Councilors Austin, Heffernan, N. Hunter, Malone and Mayor Pro Tem Johnson and Mayor Clark. Councilor E. Hunter was not present for the roll call.

23. Request for extension of River Park Ridgway Business Park Filing 3, Outlot P3/C Preliminary Plat

Application dated 5-30-18 and letter dated 3-28-18 from Ridgway Light Industrial LLC requesting extension of preliminary plat for River Park Business Park Filing 3; Staff Report from the Town Manager dated 6-12-18 presenting background on the request.

Manager Coates explained the applicant and owner of the property is requesting an extension of the approved preliminary plat as it pertains to Filing 3, Blocks 9-12 of the Industrial Park. She noted the Council has approved numerous grants for two year extensions which began in 2010. The Town Manager noted approval to extend the preliminary plat dated 12-27-00 and as amended 4-29-08 should be subject to all prior conditions of approval and requirements of the Planned Unit Development.

Applicant Glen Pauls addressed the Council and stated based on recent discussions pertaining to development within the area and "a turn around in the market," he is requesting an extension "for at least one year", "two years being preferred" of the preliminary plat approval.

There was discussion by the Council.

ACTION:

Mayor Pro Tm Johnson moved to grant Ridgway Light Industrial LLC a two year extension on the Preliminary Plat for River Park Business Park Filing 3, Councilor N. Hunter seconded and the motion carried unanimously.



TOWN HALL PO Box 10 | 201 N. Railroad Street | Ridgway, Colorado 81432 | 970.626.5308 | www.town.ridgway.co.us

Official Use Only

Receipt # _____

Date Received: 6/30/20

Initials: SC

Planning Commission Hearing Request

General Information

Applicant Name **Glenn Pauls** Application Date **5-28-2020**

Mailing Address **694 Twin Buttes ave.**

Phone Number **970-259-3637** Email **riipauls@earthlink.net**

Owner Name **Glenn Pauls**

Phone Number **same** Email _____

Address of Property for Hearing **Phase 3 Ridgway Industrial Park**

Zoning District **Industrial I-1, I-2**

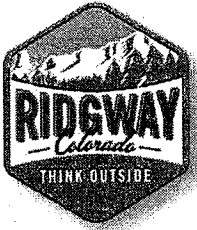
Brief Description of Requested Action

This is a request for a two year extension to complete Phase 3. See attached letter.

Action Requested and Required Fee Payable to the Town of Ridgway

<input type="checkbox"/> Temporary Use Permit per 7-3-13(C) \$150.00	Subdivisions per 7-4 unless noted	
<input type="checkbox"/> Conditional Use per 7-3-14 \$250.00	<input type="checkbox"/> Sketch Plan \$300.00 (+ \$10.00/lot or unit)	
<input type="checkbox"/> Change in Nonconforming Use per 7-3-15 \$150.00	<input type="checkbox"/> Preliminary Plat \$1,500.00 (+ \$25.00/lot or unit)	
<input type="checkbox"/> Variances & Appeals per 7-3-16 \$250.00	<input checked="" type="checkbox"/> Preliminary Plat resubmittal \$750.00 (+ \$25.00/lot or unit)	
<input type="checkbox"/> Rezoning per 7-3-17 \$250.00	<input type="checkbox"/> Final Plat \$600.00	
<input type="checkbox"/> Other Reviews Pursuant to 7-3-18 \$250.00	<input type="checkbox"/> Minor Subdivision \$450.00 (+ \$25.00/lot or unit)	
<input type="checkbox"/> Variance to Floodplain Reg. per 6-2 \$150.00	<input type="checkbox"/> Lot Split \$450.00	
<input type="checkbox"/> Master Sign Plan Pursuant to 7-3-12 \$150.00	<input type="checkbox"/> Replat \$150.00 (+ \$25.00/lot or unit)	
<input type="checkbox"/> Deviations from Single Family Design \$175.00	<input type="checkbox"/> Plat Amendment \$250.00	
Standards per 6-6	<input type="checkbox"/> Planned Unit Dev. per 7-3-11 See Preliminary and Final Plat	
<input type="checkbox"/> Other \$ _____	<input type="checkbox"/> Statutory Vested Rights per 7-5 \$1,500.00	

Applicant and owner shall be jointly and severally responsible for legal, engineering, planning, administrative and miscellaneous fees, including recording costs, if incurred. (R.M.C. 7-3-20(B) and 7-4-12(B)). Water and sewer tap fees and development excise taxes are due at approval of final plats.



Attachments Required

For All Applications

- ☐ Evidence of ownership or written notarized consent of legal owner(s).
- ☐ Information proving compliance with applicable criteria (see the Ridgway Municipal Code for criteria), like a narrative, site plans, and/or architectural drawings drawn to scale on paper size of 8.5 x 11 or 11 x 17.

For Conditional Use Permits

- ☐ The site plan shall show the location of building(s), abutting streets, all dimensions, off-street parking requirements, and landscaping.
- ☐ Architectural drawings shall include elevations and details of building(s).

For Changes in Nonconforming Use

- ☐ Description of existing non-conformity.

For Variances

- ☐ The site plan shall show the details of the variance request and existing uses within 100 ft. of property.

For Rezoning

- ☐ Legal description, current zoning, and requested zoning of property.

For Subdivisions

- ☐ All requirements established by Municipal Code Section 7-4.
- ☐ Sketch plan submittals shall be submitted at least 21 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.
- ☐ Preliminary plat submittals shall be submitted at least 30 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.
- ☐ Final plat submittals shall be submitted at least 30 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.

Please note that incomplete applications will be rejected.

Applicant Signature

Date

6/30/20

Owner Signature

Date

Ridgway Light Industrial, LLC

694 Twin Buttes Ave.

Durango, CO 81301

970-259-3637

5/28/2020

Preston Neill
Town of Ridgway
PO Box 10
Ridgway, CO 81432

Re: Ridgway Light Industrial Phase 3 construction

Preston,

Since our last request we have sold the last lot available in the first filing to our realtor and are holding the contract on that sale. We would rather sell these lots for cash. Since then we redesigned Block 8 and created two lots. One of the two new lots on Block 8 was under contract until the covid 19 pandemic when the buyer dropped out of contract. With these uncertain times and the crash in commercial property values nationwide we find it unwise to undertake such a massive project at this time.

There has been little interest in commercial property lately so we need to request from the Town of Ridgway, another 2 (two) year extension of the third phase of the Ridgway Industrial Park (River Park Filing 3 and the Laura St. extension). Some interested parties have been watching to see how the affordable housing changes pan out in Ridgway, so they can better assess the financial risks of building in the industrial park.

We still also believe that the current plan is still in line with our goals as well as the Town of Ridgway's master plan and don't see any reason to change the plan at this time. We fully intend to sell the remaining block 8 lots as conditions permit.

Thank you for considering this request for the extension,



Glenn Pauls

AGENDA ITEM #12

STAFF REPORT

Request: Replat
Legal: Block 12, Lots 1-3
Address: 953 Moffat Street
Parcel #s: 430517400003
Zone: Historic Residential (HR)
Applicant: Ellen Hunter
Owner: Ellen Hunter
Initiated By: Shay Coburn, Planner
Date: July 8, 2020

SUMMARY

Applicant is requesting to replat three historic lots, Block 12 Lots 1 through 3, into two lots. The subject property is located on Moffat Street, at the intersection with S Elizabeth Street. The property is currently occupied by a single-family home and is surrounded by residential development.

The Applicant submitted an application, hearing fee, draft plat map, and other necessary documents. The property and public hearing have been noticed in compliance with the Town Municipal Code.

On June 30, 2020 the Planning Commission recommended approval of this Replat to Town Council with the conditions in the staff report and to allow for 180 days to meet the conditions of approval rather than the 90 days that the code allows for. See attached hearing packet, inclusive of a staff report, from the June 30, 2020 Planning Commission meeting for more detailed information.



PROPOSED MOTION

"I move to approve the Hunter Replat for Block 12, Lots 1-3, for owner Ellen Hunter given the criteria have been met, with the following conditions to be met before the final plat can be recorded:

1. The existing propane tank shall be removed.
2. The electrical service line for Lot A shall be relocated to the easement on the proposed plat map OR the easement can be revised to encompass the existing service line.
3. Phone/internet service to Lot B shall be sorted out.
4. Survey monuments shall be placed.

The Applicant shall have 180 days to meet these conditions."

ATTACHMENTS

1 – June 30, 2020 Planning Commission hearing packet

Attachment 1

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Ridgway Planning Commission will hold a **PUBLIC HEARING online***, on Tuesday, June 30th, 2020 at 5:30 p.m., to receive and consider all evidence and reports relative to the application described below:

Application for: **Replat**

Location: **Block 12, Lots 1-3**

Address: **953 Moffat Street**

Zoned: **Historic Residential (HR)**

Applicant: **Ellen Hunter**

Property Owner: **Ellen Hunter**

ALL INTERESTED PARTIES are invited to attend said hearing **online** and express opinions or submit written testimony for or against the proposal, to the Town Clerk.

FURTHER INFORMATION on the above application may be obtained or viewed at Ridgway Town Hall, or by phoning 626-5308, Ext. 222.



DATED: June 19, 2020

Shay Coburn, Town Planner

To join the **ONLINE Zoom meeting go to:**

<https://us02web.zoom.us/j/81607764399?pwd=ckRzYmU5Rk1HVzBTQWFSVktCUjF0Zz09>

Meeting ID: 816 0776 4399

Password: 651599

To call in dial 669.900.6833 or 253.215.8782

STAFF REPORT

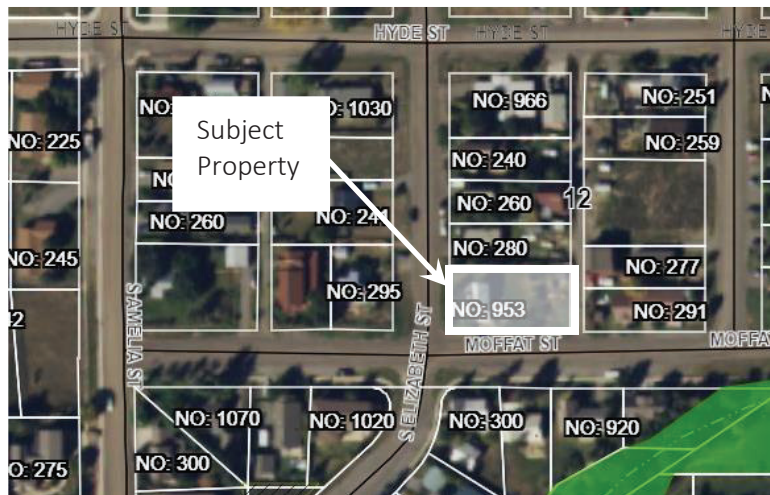
Request: Replat
Legal: Block 12, Lots 1-3
Address: 953 Moffat Street
Parcel #s: 430517400003
Zone: Historic Residential (HR)
Applicant: Ellen Hunter
Owner: Ellen Hunter
Initiated By: Shay Coburn, Planner
Date: June 30, 2020

REQUEST

Applicant is requesting to replat three historic lots, Block 12 Lots 1 through 3, into two lots. The subject property is located on Moffat Street, at the intersection with S Elizabeth Street. The property is currently occupied by a single-family home and is surrounded by residential development.

The Applicant submitted an application, hearing fee, draft plat map, and other necessary documents.

The property and public hearing have been noticed in compliance with the Town Municipal Code.



CODE REQUIREMENTS

Replats are considered under Ridgway Municipal Code (RMC) §7.4.10(A) & (C) as follows:

- Reduce the number of separately described contiguous parcels
- All required improvements must be in and available to serve the lot
- The requested changes are consistent with the Design Standards of the RMC
- Must meet applicable dimensional requirements of the zoning regulations
- Must meet all requirements for final plats as provided in the subdivision regulations

ANALYSIS

Replat Requirements

1. This application will convert 3 historic lots into 2 lots.
2. Lot A, the lot with the existing home, has all improvements needed to serve the lot. However, Lot A has an active propane tank between the existing home and the new lot line. Per RMC 6-6 and the International Fire Code, 500-1000 gallon propane tanks must be no less than 10 feet from a property

Attachment 1

line if the tank is underground and 25 feet if above ground. As of today, the tank is above ground and 4.7 feet from the newly proposed property line. The Applicant plans to transition the existing home to natural gas which will eliminate the need for the propane tank. Removing the propane tank will need to be a condition of approval to be completed before the final plat can be recorded.

To serve Lot B, a water main and sewer main are available in Moffatt Street, natural gas and electric are in the alley. An easement is provided across Lot B for the benefit of Lot A for electric access. This easement appears too small and does not encompass the actual electrical service line for Lot A – either the easement needs to be made larger or the electrical service line needs to be relocated into the easement before the final plat can be recorded. Phone service is available to Lot A on Elizabeth, staff is unsure how Lot B will have access to phone/internet service. Perhaps an easement across Lot A for the benefit of Lot B will be needed. This will need to be sorted out before the final plat can be recorded.

New service utility lines for Lot B will be installed when a building permit and other applicable permits are granted.

This replat will require the purchase of one, 4" sewer tap (\$6,000) and one, ¾" water tap (\$6000) for the 2 properties (total: \$12,000) prior to recording the final plat. Meter, can, MXU, other parts and installation will need to be paid for when the tap is made and activated.

3. The requested change is consistent with the Design Standards of the code. Any new driveway access will need to comply with 14-5-15 and apply for an encroachment permit. Monuments will need to be placed with this final plat.
4. The request is consistent with the Dimensional Standards of the zoning code. Each new lot will be 5,325 square feet. Any building permitted on Lot B will need to meet the dimensional standards. One unique part of this request is that Lot A, where the existing house is, would not meet a 15' front setback on Moffat Street and has a Moffat Street address. However, there is a front door on Elizabeth Street and the front setback would be more than adequate on Elizabeth St.
5. Final Plat requirements have been met.
 - a. Costs:
 - i. The tap fees for the new sewer and water service lines is be due before the final plat can be recorded - \$6000 for water and \$6000 for sewer.
 - ii. Excise Tax is due before recording the final plat. This is \$1,500 for each lot except for houses built before July 1, 1999. The existing house was built well before this date so a total of \$1,500 is due.
 - iii. The Applicant will be responsible for reimbursing the Town for all costs incurred for the Town Attorney and Town Engineer's time on this application. In addition, the Applicant must reimburse the Town for administrative expenses like recording the final plat.

Plat Map

Applicant mentioned that there may not be a lien holder by the time we finalize the plat. If this is the case, the Applicant's Attorney will be able to certify that is not one on the plat.

Misc.

Staff notes, for informational purposes, Block 12 Lots 1 through 3 are subject to reservations and restrictions as contained in a Warranty Deed recorded May 28, 1903, in Book 53 at page 193, with a reverter clause as follows: No residences shall be built hereon nearer the street on which said lot shall front, than twenty feet.

Attachment 1

STAFF RECOMMENDATION

Staff recommends approval of the Hunter Replat for Block 12, Lots 1-3, for owner Ellen Hunter as presented with the following conditions to be met before the final plat can be recorded:

1. The existing propane tank shall be removed.
2. The electrical service line for Lot A shall be relocated to the easement on the proposed plat map OR the easement can be revised to encompass the existing service line.
3. Phone/internet service to Lot B shall be sorted out.
4. Survey monuments shall be placed.

Per the municipal code conditions must be met within 90 days. This time restriction should be discussed with the Applicant to be sure it is adequate for the assigned conditions, especially the removal of the propane tank and the potential relocation of the electric service line.



Property posted from S. Elizabeth Street



Property posted from Moffat Street.



Attachment 1

TOWN HALL PO Box 10 | 201 N. Railroad Street | Ridgway, Colorado 81432 | 970.626.5308 | www.town.ridgway.co.us

Official Use Only

Receipt # 9282
Date Received: 4-28-2020
Initials: AC

Planning Commission Hearing Request

General Information

Applicant Name Ellen Hunter Application Date 2020-04-27
Mailing Address PO Box 91 Ridgway CO 81432
Phone Number 970 38 1134 Email ellenjoyhunter@gmail.com
Owner Name Ellen Hunter
Phone Number 970 38-1134 Email ellenjoyhunter@gmail.com
Address of Property for Hearing 953 Moffat St Ridgway CO 81432
Zoning District H.R.

Brief Description of Requested Action

Replat of lots 1,2,3, Block 12 to be two lots.

Action Requested and Required Fee Payable to the Town of Ridgway

<input type="checkbox"/> Temporary Use Permit per 7-3-13(C)	\$150.00	Subdivisions per 7-4 unless noted	
<input type="checkbox"/> Conditional Use per 7-3-14	\$250.00	<input type="checkbox"/> Sketch Plan	\$300.00 (+ \$10.00/lot or unit)
<input type="checkbox"/> Change in Nonconforming Use per 7-3-15	\$150.00	<input type="checkbox"/> Preliminary Plat	\$1,500.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Variances & Appeals per 7-3-16	\$250.00	<input type="checkbox"/> Preliminary Plat resubmittal	\$750.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Rezoning per 7-3-17	\$250.00	<input type="checkbox"/> Final Plat	\$600.00
<input type="checkbox"/> Other Reviews Pursuant to 7-3-18	\$250.00	<input type="checkbox"/> Minor Subdivision	\$450.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Variance to Floodplain Reg. per 6-2	\$150.00	<input type="checkbox"/> Lot Split	\$450.00
<input type="checkbox"/> Master Sign Plan Pursuant to 7-3-12	\$150.00	<input checked="" type="checkbox"/> Replat	\$150.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Deviations from Single Family Design	\$175.00	<input type="checkbox"/> Plat Amendment	\$250.00
Standards per 6-6		<input type="checkbox"/> Planned Unit Dev. per 7-3-11	See Preliminary and Final Plat
<input type="checkbox"/> Other	\$ _____	<input type="checkbox"/> Statutory Vested Rights per 7-5	\$1,500.00

Applicant and owner shall be jointly and severally responsible for legal, engineering, planning, administrative and miscellaneous fees, including recording costs, if incurred. (R.M.C. 7-3-20(B) and 7-4-12(B)). Water and sewer tap fees and development excise taxes are due at approval of final plats.



Attachment 1

TOWN HALL PO Box 10 | 201 N. Railroad Street | Ridgway, Colorado 81432 | 970.626.5308 | www.town.ridgway.co.us

Attachments Required

For All Applications

- ☒ Evidence of ownership or written notarized consent of legal owner(s).
- ☐ Information proving compliance with applicable criteria (see the Ridgway Municipal Code for criteria), like a narrative, site plans, and/or architectural drawings drawn to scale on paper size of 8.5 x 11 or 11 x 17.

For Conditional Use Permits

- ☐ The site plan shall show the location of building(s), abutting streets, all dimensions, off-street parking requirements, and landscaping.
- ☐ Architectural drawings shall include elevations and details of building(s).

For Changes in Nonconforming Use

- ☐ Description of existing non-conformity.

For Variances

- ☐ The site plan shall show the details of the variance request and existing uses within 100 ft. of property.

For Rezoning

- ☐ Legal description, current zoning, and requested zoning of property.

For Subdivisions

- ☐ All requirements established by Municipal Code Section 7-4.
- ☐ Sketch plan submittals shall be submitted at least 21 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.
- ☐ Preliminary plat submittals shall be submitted at least 30 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.
- ☐ Final plat submittals shall be submitted at least 30 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.

Please note that incomplete applications will be rejected.

Applicant Signature

2020-04-27

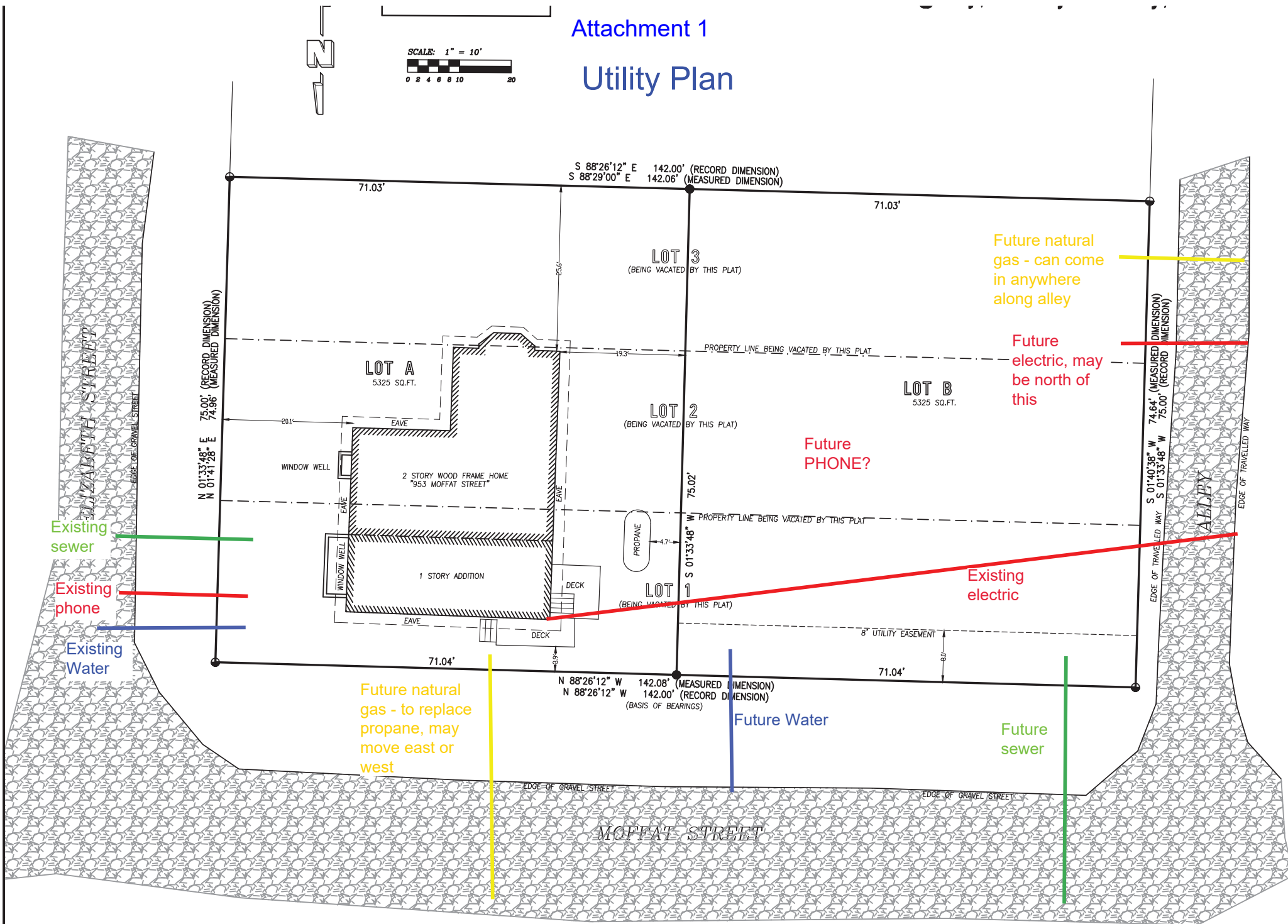
Date

Owner Signature

2020-04-27

Date

Utility Plan



Ellen Hunter

953 Moffat St. Ridgway CO. 81432

E-Mail: ellenjoyhunter@gmail.com

Date: 06-08-2020

Shay Coburn

Planner

Town of Ridgway

Good Day,

This letter is to confirm that to my knowledge there is not any mineral rights, and that I have not conveyed any mineral rights that may be associated with the property (Lots 1,2,3, Block 12, Town of Ridgway, County of Ouray, Colorado.

Sincerely,

Ellen Hunter

RPH, 6-11-20

American Land Title Association Owners Policy (10-17-92)—Colorado

Attorneys'
Title Guaranty
Fund, Inc.

OWNER'S POLICY NO. OP 534730

SCHEDULE A

AMOUNT OF INSURANCE \$ 110,000.00 DATE OF POLICY 10-9-98 at 8:00A M.

1. Name of Insured:

GREGORY K. HUNTER AND ELLEN L. HUNTER

2. The estate or interest in the land which is covered by this policy is:

FEE SIMPLE

3. Title to the estate or interest in the land is vested in:

GREGORY K. HUNTER AND ELLEN L. HUNTER, as Joint Tenants

4. The land referred to in this policy is situate in the _____ County of Ouray
and State of Colorado and is described as follows:

Lots 1, 2, and 3, Block 12, Town of Ridgway, County of Ouray, State
of Colorado.

Countersigned:


Authorized Officer or Agent

708

Member No.

REC 6-11-20

OWNER'S POLICY NO. OP 534730**SCHEDULE B****EXCEPTIONS FROM COVERAGE**

This policy does not insure against loss or damage (and the Company will not pay costs, attorneys' fees or expenses) which arise by reason of:

1. *Rights or claims of parties in possession not shown by the public records.*
2. Easements, or claims of easements, not shown by the public records.
3. Discrepancies, conflicts in boundary lines, shortage in area, encroachments, and any facts which a correct survey and inspection of the premises would disclose and which are not shown by the public records.
4. Any lien, or right to a lien, for services, labor, or material heretofore or hereafter furnished, imposed by law and not shown by the public records.
5. Unpatented mining claims; reservations or exceptions in patents or in Acts authorizing the issuance thereof; water rights, claims or title to water.
6. Any and all unpaid taxes, assessments and unredeemed tax sales.
7. Taxes or assessments for the year 1998, a lien, but not yet due and payable.
8. Taxes or assessments by reason of inclusion of subject property in the Tri-County Water Conservancy District, the Ouray Water Conservancy District, the Ridgway Fire Protection District, and the Ridgway Library District.
9. Reservations and restrictions, which contain reverter clauses, imposed upon subject property by deed recorded 5-28--03 in Book 53 at page 193, as follows: No residence shall be built hereon nearer the street on which said lot shall front, than twenty feet.
10. Applicable subdivision and zoning regulations of the Town of Ridgway.
11. Deed of Trust to the Public Trustee of Ouray County from Gregory K. Hunter and Ellen L. Hunter for the benefit of The Bank of Telluride Mortgage Center to secure payment of \$99,000.00 dated 10-8-98 and recorded 10-9-98 at Reception No. 167949; Assignment from The Bank of Telluride Mortgage Center to Flagstar Bank, Federal Savings Bank recorded 10-9-98 at Reception No. 167950.

Countersigned:


Authorized Officer or Agent

708

Member No.

Rec 6-11-20

checks, correspondence and memoranda, whether bearing a date before or after Date of Policy, which reasonably pertain to the loss or damage. Further, if requested by any authorized representative of the Company, the insured claimant shall grant its permission, in writing, for any authorized representative of the Company to examine, inspect and copy all records, books, ledgers, checks, correspondence and memoranda in the custody or control of a third party, which reasonably pertain to the loss or damage. All information designated as confidential by the insured claimant provided to the Company pursuant to this Section shall not be disclosed to others unless, in the reasonable judgment of the Company, it is necessary in the administration of the claim. Failure of the insured claimant to submit for examination under oath, produce other reasonably requested information or grant permission to secure reasonably necessary information from third parties as required in this paragraph shall terminate any liability of the Company under this policy as to that claim.

6. OPTIONS TO PAY OR OTHERWISE SETTLE CLAIMS; TERMINATION OF LIABILITY.

In case of a claim under this policy, the Company shall have the following additional options:

- (a) To pay or tender Payment of the Amount of Insurance.
 - (i) To pay or tender payment of the amount of insurance under this policy together with any costs, attorneys' fees and expenses incurred by the insured claimant, which were authorized by the Company, up to the time of payment or tender of payment and which the Company is obligated to pay.
 - (ii) Upon the exercise by the Company of this option, all liability and obligations to the insured under this policy, other than to make the payment required, shall terminate, including any liability or obligation to defend, prosecute, or continue any litigation, and the policy shall be surrendered to the Company for cancellation.
- (b) To Pay or Otherwise Settle With Parties Other than the Insured or With the Insured Claimant.
 - (i) to pay or otherwise settle with other parties for or in the name of an insured claimant any claim insured against under this policy, together with any costs, attorneys' fees and expenses incurred by the insured claimant which were authorized by the Company up to the time of payment and which the Company is obligated to pay, or
 - (ii) to pay or otherwise settle with the insured claimant the loss or damage provided for under this policy, together with any costs, attorneys' fees and expenses incurred by the insured claimant which were authorized by the Company up to the time of payment and which the Company is obligated to pay.

Upon the exercise by the Company of either of the options provided for in paragraphs (i) or (ii), the Company's obligations to the insured under this policy for the claimed loss or damage, other than the payments required to be made, shall terminate, including any liability or obligation to defend, prosecute or continue any litigation.

7. DETERMINATION EXTENT OF LIABILITY AND COINSURANCE.

This policy is a contract of indemnity against actual monetary loss or damage sustained or incurred by the insured claimant who has suffered loss or damage by reason of matters insured against by this policy and only to the extent herein described.

- (a) The liability of the Company under this policy shall not exceed the least of:
 - (i) the Amount of Insurance stated in Schedule A, or
 - (ii) the difference between the value of the insured estate or interest as insured and the value of the insured estate or interest subject to the defect, lien or encumbrance insured against by this policy.
- (b) In the event the Amount of Insurance stated in Schedule A at the Date of Policy is less than 80 percent of the value of the insured estate or interest or the full consideration paid for the land, whichever is less, or if subsequent to the Date of Policy an improvement is erected on the land which increases the value of the insured estate or interest by at least 20 percent over the Amount of Insurance stated in Schedule A, then this Policy is subject to the following:
 - (i) where no subsequent improvement has been made, as to any partial loss, the Company shall only pay the loss pro rata in the proportion that the amount of insurance at Date of Policy bears to the total value of the insured estate or interest at Date of Policy, or
 - (ii) where a subsequent improvement has been made, as to any partial loss, the Company shall only pay the loss pro rata in the proportion that 120 percent of the Amount of Insurance stated in Schedule A bears to the sum of the Amount of Insurance stated in Schedule A and the amount expended for the improvement.

The provisions of this paragraph shall not apply to costs, attorneys' fees and expenses for which the Company is liable under this policy, and shall only apply to that portion of any loss which exceeds, in the aggregate, 10 percent of the Amount of Insurance stated in Schedule A.
- (c) The Company will pay only those costs, attorneys' fees and expenses incurred in accordance with Section 4 of these Conditions and Stipulations.

8. APPORTIONMENT.

If the land described in Schedule A consists of two or more parcels which are not used as a single site, and a loss is established affecting one or more of the parcels but not all, the loss shall be computed and settled on a pro rata basis as if the amount of insurance under this policy was divided pro rata as to the value on Date of Policy of each separate parcel to the whole, exclusive of any improvements made subsequent to Date of Policy, unless a liability or value has otherwise been agreed upon as to each parcel by the Company and the insured at the time of the issuance of this policy and shown by an express statement or by an endorsement attached to this policy.

9. LIMITATION OF LIABILITY.

- (a) If the Company establishes the title, or removes the alleged defect, lien or encumbrance, or cures the lack of a right of access to or from the land, or cures the claim of unmarketability of title, all as insured, in a reasonably diligent manner by any method, including litigation and the completion of any appeals therefrom, it shall have fully performed its obligations with respect to that matter and shall not be liable for any loss or damage caused thereby.
- (b) In the event of any litigation, including litigation by the Company or with the Company's consent, the Company shall have no liability for loss or damage until there has been a final determination by a court of competent jurisdiction, and disposition of all appeals therefrom, adverse to the title as insured.
- (c) The Company shall not be liable for loss or damage to any insured for liability voluntarily assumed by the insured in settling any claim or suit without the prior written consent of the Company.

11. LIABILITY NONCUMULATIVE.

It is expressly understood that the amount of insurance under this policy shall be reduced by any amount the Company may pay under any policy insuring a mortgage to which exception is taken in Schedule B or to which the insured has agreed, assumed, or taken subject, or which is hereafter executed by an insured and which is a charge or lien on the estate or interest described or referred to in Schedule A, and the amount so paid shall be deemed a payment under this policy to the insured owner.

12. PAYMENT OF LOSS.

- (a) No payment shall be made without producing this policy for endorsement of the payment unless the policy has been lost or destroyed, in which case proof of loss or destruction shall be furnished to the satisfaction of the Company.
- (b) When liability and the extent of loss or damage has been definitely fixed in accordance with these Conditions and Stipulations, the loss or damage shall be payable within 30 days thereafter.

13. SUBROGATION UPON PAYMENT OR SETTLEMENT.

- (a) The Company's Right of Subrogation.

Whenever the Company shall have settled and paid a claim under this policy, all right of subrogation shall vest in the Company unaffected by any act of the insured claimant.

The Company shall be subrogated to and be entitled to all rights and remedies which the insured claimant would have had against any person or property in respect to the claim had this policy not been issued. If requested by the Company, the insured claimant shall transfer to the Company all rights and remedies against any person or property necessary in order to perfect this right of subrogation. The insured claimant shall permit the Company to sue, compromise or settle in the name of the insured claimant and to use the name of the insured claimant in any transaction or litigation involving these rights or remedies.

If a payment on account of a claim does not fully cover the loss of the insured claimant, the Company shall be subrogated to these rights and remedies in the proportion which the Company's payment bears to the whole amount of the loss.

If loss should result from any act of the insured claimant, as stated above, that act shall not void this policy, but the Company, in that event, shall be required to pay only that part of any losses insured against by this policy which shall exceed the amount, if any, lost to the Company by reason of the impairment by the insured claimant of the Company's right of subrogation.
- (b) The Company's Rights Against Non-Insured Obligors.

The Company's right of subrogation against non insured obligors shall exist and shall include, without limitation, the rights of the insured to indemnities, guarantees, other policies of insurance or bonds, notwithstanding any terms or conditions contained in those instruments which provide for subrogation rights by reason of this policy.

14. ARBITRATION.

Unless prohibited by applicable law, either the Company or the insured may demand arbitration pursuant to the Title Insurance Arbitration Rules of the American Arbitration Association. Arbitrable matters may include, but are not limited to, any controversy or claim between the Company and the insured arising out of or relating to this policy, any service of the Company in connection with its issuance or the breach of a policy provision or other obligation. All arbitrable matters when the Amount of Insurance is \$1,000,000 or less shall be arbitrated at the option of either the Company or the insured. All arbitrable matters when the Amount of Insurance is in excess of \$1,000,000 shall be arbitrated only when agreed to by both the Company and the insured. Arbitration pursuant to this policy and under the Rules in effect on the date the demand for arbitration is made or, at the option of the insured, the Rules in effect at Date of Policy shall be binding upon the parties. The award may include attorneys' fees only if the laws of the state in which the land is located permit a court to award attorneys' fees to a prevailing party. Judgment upon the award rendered by the Arbitrator(s) may be entered in any court having jurisdiction thereof.

The law of the situs of the land shall apply to an arbitration under the Title Insurance Arbitration Rules.

A copy of the Rules may be obtained from the Company upon request.

15. LIABILITY LIMITED TO THIS POLICY; POLICY ENTIRE CONTRACT.

- (a) This policy together with all endorsements, if any, attached hereto by the Company is the entire policy and contract between the insured and the Company. In interpreting any provision of this policy, this policy shall be construed as a whole.
- (b) Any claim of loss or damage, whether or not based on negligence, and which arises out of the status of the title to the estate or interest covered hereby or by any action asserting such claim, shall be restricted to this policy.
- (c) No amendment of or endorsement to this policy can be made except by a writing endorsed hereon or attached hereto signed by either the President, a Vice President, the Secretary, an Assistant Secretary, or validating officer or authorized signature of the Company.

16. SEVERABILITY.

In the event any provision of the policy is held invalid or unenforceable under applicable law, the policy shall be deemed not to include that provision and all other provisions shall remain in full force and effect.

17. NOTICES, WHERE SENT.

All notices required to be given the Company and any statement in writing required to be furnished the Company shall include the number of this policy and shall be addressed to the Company at P.O. Box 869, Denver, CO 80201.

AGENDA ITEM #13

STAFF REPORT

Request: Amended Plat
Legal: Parkside Subdivision
Address: 795, 791, 790, 765, 760, 755, 740, 730, 720 and multiple TBD N Laura, multiple TBD Marion Overlook
Parcel #s: 430508414001, 430508414002, 430508414003, 430508414004, 430508414005, 430508414006, 430508414007, 430508414008, 430508414009, 430508414010, 430508414011, 430508414012, 430508414013, 430508414014, 430508414015, 430508414016, 430508414017, 430508414018, 430508414019, 430508414020, 430508414021, 430508414022, 430508414023
Zone: Residential (R)
Applicant: Parkside Ridgway Community Association
Owners: Habitat for Humanity of the San Juans, Cameron L Miller and Bertina A Minjares, Kim Moriyama, Alpine Creek Homes LLC, Roger & Susan Stewart Trust, Will and Caitlin Lawshe, Meaghan McGuire, Mark Paigen, Riverside Investment Partners LLC, Brittany Christina Martin, Anton R and Debbie Potochnk, Scott Rob and Norma Nyra Unfug, Parkside Ridgway Holdings LLC, Andre N Jr Bollaert, Matthew P Sandoval, Stephen J Hertzfeld, 425 N Laura Homestead LLC, John A Jr Malone, A Henry Case, Bryce Lanier Jones and Ryan Andrews Jones, Justin R Fagan
Initiated By: Shay Coburn, Town Planner
Date: July 8, 2020

SUMMARY

Applicant is requesting to amend the Parkside Subdivision plat map recorded with the Ouray County Clerk and Recorder at reception number 197315. The requests from the Applicant is to amend note 2 to remove the exclusion of driveway and construction access via Parkside Place. It should be noted there is an inconsistency on the existing Plat Map with the note on page 1 stating "Parkside Drive" and the map on page 2 stating "Parkside Place." With this plat amendment, the note on page 1 will use "Parkside Place" for consistency.

An application was submitted May 5, 2020 accompanied by a letter from Parkside Ridgway Community Association, represented by Jack Petruccelli. The property and public hearing have been noticed in compliance with the Town Municipal Code.

On June 30, 2020 the Planning Commission recommended approval of this Plat Amendment to Town Council with the condition that the curb cut be setback the greater or 10 feet from the property line at the corner, or 20 feet from the cross street. See attached hearing packet, inclusive of a staff report, from the June 30, 2020 Planning Commission meeting for more detailed information.



PROPOSED MOTION

"I move to approve the Plat Amendment to the Parkside Subdivision to edit plat note 2 to say, 'Lot 9 may use Parkside Place for driveway access. Notwithstanding the foregoing no lot bordering Green Street or Parkside Place shall use these streets for driveway or construction access.' Any permit issued for a curb cut for Lot 9 shall have a setback that is the greater of ten (10) feet from the property line at the corner, or twenty (20) feet from the cross street."

ATTACHMENTS

1 – June 30, 2020 Planning Commission hearing packet

NOTICE OF
PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Ridgway Planning Commission will hold a **PUBLIC HEARING online***, on Tuesday, June 30th, 2020 at 5:30 p.m., to receive and consider all evidence and reports relative to the application described below:

Application for: **Plat Amendment**

Location: **Parkside Subdivision, all lots**

Addresses: **795, 791, 790, 765, 760, 755, 740, 730, 720 and multiple TBD N Laura, multiple TBD Marion Overlook**

Zoned: **Residential (R)**

Applicant: **Parkside Ridgway Community Association**

Property Owners: **Habitat for Humanity of the San Juans, Cameron L Miller and Bertina A Minjares, Kim Moriyama, Alpine Creek Homes LLC, Roger & Susan Stewart Trust, Will and Caitlin Lawshe, Meaghan McGuire, Mark Paigen, Riverside Investment Partners LLC, Brittany Christina Martin, Anton R and Debbie Potochnk, Scott Rob and Norma Nyra Unfug, Parkside Ridgway Holdings LLC, Andre N Jr Bollaert, Matthew P Sandoval, Stephen J Hertzfeld, 425 N Laura Homestead LLC, John A Jr Malone, A Henry Case, Bryce Lanier Jones and Ryan Andrews Jones, Justin R Fagan**

ALL INTERESTED PARTIES are invited to attend said hearing **online** and express opinions or submit written testimony for or against the proposal, to the Town Clerk.

FURTHER INFORMATION on the above application may be obtained or viewed at Ridgway Town Hall, or by phoning 626-5308, Ext. 222.



DATED: June 19, 2020

Shay Coburn, Town Planner

To join the **ONLINE Zoom meeting go to:**

<https://us02web.zoom.us/j/81607764399?pwd=ckRzYmU5Rk1HVzBTQWFSVktCUjF0Zz09>

Meeting ID: 816 0776 4399

Password: 651599

To call in dial 669.900.6833 or 253.215.8782

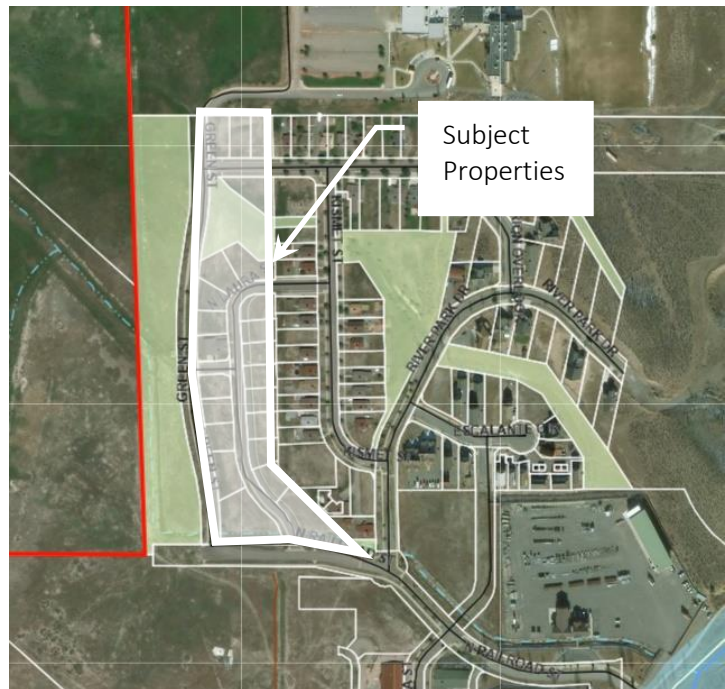
STAFF REPORT

Request: Amended Plat
Legal: Parkside Subdivision
Address: 795, 791, 790, 765, 760, 755, 740, 730, 720 and multiple TBD N Laura, multiple TBD Marion Overlook
Parcel #s: 430508414001, 430508414002, 430508414003, 430508414004, 430508414005, 430508414006, 430508414007, 430508414008, 430508414009, 430508414010, 430508414011, 430508414012, 430508414013, 430508414014, 430508414015, 430508414016, 430508414017, 430508414018, 430508414019, 430508414020, 430508414021, 430508414022, 430508414023
Zone: Residential (R)
Applicant: Parkside Ridgway Community Association
Owners: Habitat for Humanity of the San Juans, Cameron L Miller and Bertina A Minjares, Kim Moriyama, Alpine Creek Homes LLC, ROGER & SUSAN STEWART TRUST, Will and Caitlin Lawshe, Meaghan McGuire, Mark Paigen, Riverside Investment Partners LLC, Brittany Christina Martin, Anton R and Debbie Potochnk, Scott Rob and Norma Nyra Unfug, Parkside Ridgway Holdings LLC, Andre N Jr Bollaert, Matthew P Sandoval, Stephen J Hertzfeld, 425 N Laura Homestead LLC, John A Jr Malone, A Henry Case, Bryce Lanier Jones and Ryan Andrews Jones, Justin R Fagan
Initiated By: Shay Coburn, Town Planner
Date: June 30, 2020

REQUEST

Applicant is requesting to amend the Parkside Subdivision plat map recorded with the Ouray County Clerk and Recorder at reception number 197315. The requests from the Applicant is to amend note 2 to remove the exclusion of driveway and construction access via Parkside Place. It should be noted there is an inconsistency on the existing Plat Map with the note on page 1 stating "Parkside Drive" and the map on page 2 stating "Parkside Place." This report uses "Parkside Place".

An application was submitted May 5, 2020 accompanied by a letter from Parkside Ridgway Community Association, represented by Jack Petruccelli. The property and public hearing have been noticed in compliance with the Town Municipal Code.



CODE REQUIREMENTS

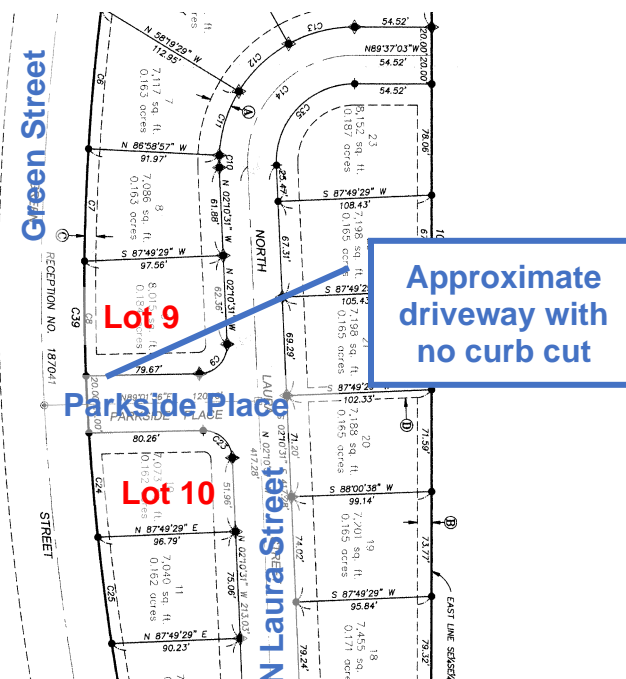
Amended plats are considered under Ridgway Municipal Code (RMC) §7.4.10(B) & (C) as follows:

- No material change in the extent, location, or type of public improvements and easements provided is made or required with the amended plat
- The requested changes are consistent with the Design Standards of the municipal code
- All required improvements are in and available to serve each lot
- Any amended plats shall conform to the applicable requirements for final plats as provided in these subdivision regulations and shall conform to the applicable dimensional requirements of the town's Zoning Regulations

ANALYSIS

Plat note 2 currently states, "No lot bordering Green Street or Parkside Drive shall use these streets for driveway or construction access." This plat was recorded in 2008, the same year the dwelling at 755 N Laura was permitted to be built. Somehow, the applicant and/or the Town missed that a garage should not have been built to have access via Parkside Place. This is likely why the Town did not issue an encroachment permit to allow for a driveway curb cut. This location for a driveway is not ideal due to its proximity to an intersection but it has been used for many years. Therefore, staff proposes that plat note 2 be revised to state, "Lot 9 may use Parkside Place for driveway access. Notwithstanding the foregoing no lot bordering Green Street or Parkside Place shall use these streets for driveway or construction access."

This revision will allow the Town to issue an encroachment permit for a proper curb cut for the existing dwelling on Lot 9, but continue to restrict construction and a driveway access for Lot 10 on Parkside Place. By only allowing one lot to have driveway access, it should be a bit safer. In addition, the speed limit town-wide has been reduced from 20mph to 15mph since this development was platted.



Snapshot of Parkside Subdivision Plat with added labels

Attachment 1

To address the criteria:

1. There are no changes in public improvements and easements.
2. It is not clear that this request is consistent with the Design Standards, Ridgway Municipal Code 7-4-7. Section 7-4-7(C)(4) requires compliance with section 14-5-15(B) which states that no safety or traffic hazard can be created with the addition of a driveway. Common practice is to not allow a driveway within a certain distance of an intersection, typically about 20-50 feet. The existing garage is about 30' from Green Street. The owner of 755 N Laura has been using this access without a curb cut for many years. It may not have caused safety issues in the past as stated in the application but up until 2017 this was the only building in the subdivision. Since 2017 about 8 additional dwelling units have been built and a few more are currently permitted to be built. Staff feels that traffic has likely increased since 2017 and will continue to increase as the remaining vacant lots are built out.
3. All required improvements are in and available to serve each lot
4. There are no changes to the dimensional requirements with this request.

The Design Standards for subdivisions in RMC 7-4-7 require compliance with the Town Standards and Specifications. Staff thought that this document included a minimum distance from an intersection for a driveway but could not find it. Staff suggests that language to address this be added to the Town Standards and Specifications when the streets section is revised. Something similar to Montrose's Regulation Manual could work well: "A driveway or curb cut on a corner lot shall be set back a minimum of ten (10) feet from the property line at the corner or shall be a minimum of twenty (20) feet from the cross street curb line whichever is greater."

STAFF RECOMMENDATION

Staff recommends approval of a plat amendment to the Parkside Plat to edit plat note 2 to allow for driveway access on Parkside Place for Lot 9. Any permit issued for a curb cut for Lot 9 shall have a setback that is the greater of ten (10) feet from the property line at the corner, or twenty (20) feet from the cross street.

EXHIBITS

Exhibit 1 – Draft Amendment 2 to the Parkside Subdivision

Attachment 1



Attachment 1



Attachment 1



Attachment 1



Attachment 1



Attachment 1



Attachment 1



Properties posted starting at the south side of North Laura Street, moving north, then on Marion Overlook and south on Green Street, to east on Railroad Street.

**AMENDMENT 2 to the PARKSIDE SUBDIVISION:
DRIVEWAY AND CONSTRUCTION ACCESS ON PARKSIDE PLACE**

Whereas, the plat map entitled "Parkside Subdivision" was executed by Spencer Simmons as Declarant, and the Town of Ridgway on the 29th day of December, 2007, and was recorded in the Ouray County Clerk and Recorder on the 19th day of March, 2008 at Reception Number 199315; and

Whereas, it is desired by the Parkside Ridgway Community Association Inc., to amend Plat Note 2 of said plat map to remove the restriction of driveway and construction access on Parkside Place; and

Whereas, only two lots in this subdivision border Parkside Place, one of which is vacant and the other of which had a home build on it in 2008 with a garage facing Parkside Place and the HOA does not feel that it has caused a safety issue; and

Whereas, pursuant to §7-4-10 of the Ridgway Municipal Code Plat Amendments are reviewed and approved by the Ridgway Planning Commission and Town Council.

Now, therefore,

Plat Note 2 is amended to read in its entirety, as follows:

Lot 9 may use Parkside Place for driveway access. Notwithstanding the foregoing no lot bordering Green Street or Parkside Place shall use these streets for driveway or construction access.

Except as herein expressly modified, all other Plat Notes remain in full force and effect according to the original Plat.

Dated this _____ day of _____, 2020.

Approved by the Planning Commission on _____, 2020.

Approved by the Town Council on _____, 2020.

Town of Ridgway, Colorado

Attest:

By: _____
Mayor John I. Clark

By: _____
Town Clerk, Pam Kraft

STATE OF COLORADO)
)
COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by John Clark, Mayor of the Town of Ridgway, Colorado and Pam Kraft, Town Clerk of the Town of Ridgway Colorado.

Witness my hand and official seal.

[SEAL]

Notary Public

Parkside Ridgway Community Association, Inc., a Colorado Non-Profit Corporation

By: _____
President, Parkside Ridgway Community Association, Inc.

STATE OF COLORADO)
)
COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, President, Parkside Ridgway Community Association Inc.

Witness my hand and official seal.

[SEAL]

Notary Public



TOWN HALL PO Box 10 | 201 N. Railroad Street | Ridgway, Colorado 81432 | 970.626.5308 | www.town.ridgway.co.us

Official Use Only

Receipt # 106Date Received: 5-5-2020Initials: JP

Planning Commission Hearing Request

General Information

Applicant Name Parkside HOA / Jack Petrucci Application Date 5-1-20
 Mailing Address PO Box 381 Ridgway CO 81432
 Phone Number 970-209-0195 Email JTP@MESA.NET
 Owner Name Malone
 Phone Number _____ Email _____
 Address of Property for Hearing 755 W. LAURA ST
 Zoning District P.U.D.

Brief Description of Requested Action

Change Plat Note #2 to Remove Parkside Dr
 so Malone can put a Driveway Access
 for his house that has been there 10 years

Action Requested and Required Fee Payable to the Town of Ridgway

<input type="checkbox"/> Temporary Use Permit per 7-3-13(C)	\$150.00	Subdivisions per 7-4 unless noted	
<input type="checkbox"/> Conditional Use per 7-3-14	\$250.00	<input type="checkbox"/> Sketch Plan	\$300.00 (+ \$10.00/lot or unit)
<input type="checkbox"/> Change in Nonconforming Use per 7-3-15	\$150.00	<input type="checkbox"/> Preliminary Plat	\$1,500.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Variances & Appeals per 7-3-16	\$250.00	<input type="checkbox"/> Preliminary Plat resubmittal	\$750.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Rezoning per 7-3-17	\$250.00	<input type="checkbox"/> Final Plat	\$600.00
<input type="checkbox"/> Other Reviews Pursuant to 7-3-18	\$250.00	<input type="checkbox"/> Minor Subdivision	\$450.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Variance to Floodplain Reg. per 6-2	\$150.00	<input type="checkbox"/> Lot Split	\$450.00
<input type="checkbox"/> Master Sign Plan Pursuant to 7-3-12	\$150.00	<input type="checkbox"/> Replat	\$150.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Deviations from Single Family Design	\$175.00	<input checked="" type="checkbox"/> Plat Amendment	\$250.00
Standards per 6-6		<input type="checkbox"/> Planned Unit Dev. per 7-3-11	See Preliminary and Final Plat
<input type="checkbox"/> Other	\$_____	<input type="checkbox"/> Statutory Vested Rights per 7-5	\$1,500.00

Applicant and owner shall be jointly and severally responsible for legal, engineering, planning, administrative and miscellaneous fees, including recording costs, if incurred. (R.M.C. 7-3-20(B) and 7-4-12(B)). Water and sewer tap fees and development excise taxes are due at approval of final plats.



Attachments Required

For All Applications

- ☐ Evidence of ownership or written notarized consent of legal owner(s).
- ☐ Information proving compliance with applicable criteria (see the Ridgway Municipal Code for criteria), like a narrative, site plans, and/or architectural drawings drawn to scale on paper size of 8.5 x 11 or 11 x 17.

For Conditional Use Permits

- ☐ The site plan shall show the location of building(s), abutting streets, all dimensions, off-street parking requirements, and landscaping.
- ☐ Architectural drawings shall include elevations and details of building(s).

For Changes in Nonconforming Use

- ☐ Description of existing non-conformity.

For Variances

- ☐ The site plan shall show the details of the variance request and existing uses within 100 ft. of property.

For Rezoning

- ☐ Legal description, current zoning, and requested zoning of property.

For Subdivisions

- ☐ All requirements established by Municipal Code Section 7-4.
- ☐ Sketch plan submittals shall be submitted at least 21 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.
- ☐ Preliminary plat submittals shall be submitted at least 30 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.
- ☐ Final plat submittals shall be submitted at least 30 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.

Please note that incomplete applications will be rejected.

Applicant Signature

Date

Owner Signature

Date



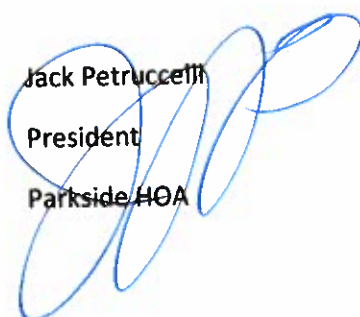
SHAY COBURN
TOWN OF RIDGWAY
BOX 10
RIDGWAY CO 81432

RE: PARKSIDE PLAT

SHAY,

The Parkside HOA is requesting a plat amendment to allow a driveway to be accessed off Parkside Dr. Plat note # 2 excludes driveways from Parkside Drive and Green street. We would like to remove the word **Parkside Dr** from this note. Over 10 years ago the town approved a house to be built that had access off the Parkside Dr. The owner has been unable to permit the curb cut because of this Plat note. We, as an HOA, would like it changed. The house has been lived in for over 10 years now without issue and it is time they are able to put a driveway in. The HOA does not feel this is a safety issue.

Jack Petrucci
President
Parkside HOA



PARKSIDE RIDGWAY COMMUNITY ASSOCIATION

May 4, 2020

Re: Plat Changes to Parkside Ridgway Community Association

To Whom It May Concern,

The Board of Directors of Parkside Ridgway Community Association met on November 5, 2019. During this meeting the board gave Jack Petruccelli authority to be the Negotiating Agent with the Town of Ridgway on proposed plat changes and to sign the revised plat.

Neomi Taylor
Mountain Mansion Management
Association Manager for Parkside HOA

Attachment 1

Google Maps



Attachment 1



Attachment 1



Attachment 1



Attachment 1



AGENDA ITEM #14

STAFF REPORT

Request: Amended Plat
Legal: Marie Scott Village Subdivision
Address: 275, TBD, 245, 255 S Amelia Street; 236, 242, 267, 247, 239, 227, 215, and multiple TBD Marie Street
Parcel #s: 430517414001, 430517414002, 430517414003, 430517414004, 430517414005, 430517414006, 430517414007, 430517414008, 430517414009, 430517417010, 430517414011, 430517414012, 430517414013, 430517414014
Zone: Residential (R)
Applicant: Brad Blackwell
Owners: Gordon P and Rebecca J Reichard, Melissa B Mann, Bradley K Blackwell, David P Drew, Angela Ferrelli and Matthew Pratt, BSK Family Trust, Jacob Randolph Niece, Josephine Fallenius, Michael Karl Pennings, Mark A and Carrie L Cowan, Randall C and Abigail S Lang, Douglas and Mary Reinhardt
Initiated By: Shay Coburn, Planner
Date: July 8, 2020

SUMMARY

Applicant is requesting to amend the Marie Scott Village Subdivision plat map recorded in 1995 with the Ouray County Clerk and Recorder at reception number 158899. The request is to amend the plat note that states "Use of each lot is limited to a single family dwelling" to allow all lots to have an accessory dwelling unit in compliance with Town codes.

An application was submitted May 13, 2020 accompanied by a letter from the Applicant explaining the request. The property and public hearing have been noticed in compliance with the Town Municipal Code.

On June 30, 2020 the Planning Commission recommended approval of this Plat Amendment to Town Council to edit the plat note that states, "Use of each lot is limited to a single family dwelling" to "Each lot is limited to one principal dwelling unit. In addition, each lot may have an accessory dwelling unit if compliant with Town code provisions as in effect from time to time. Any additional subdivision will be subject to excise tax per Ridgway Municipal Code Chapter 3 Section 4." The Commission recommended this approval be conditioned upon a minimum of 67% of property owners signing the amendment hence showing their support, which is in line with CCIOA.

See attached hearing packet, inclusive of a staff report, from the June 30, 2020 Planning Commission meeting for more detailed information.



PROPOSED MOTION

"I move to approve the Plat Amendment to the Marie Scott Village Subdivision Plat to edit the plat note to say 'Each lot is limited to one principal dwelling unit. In addition, each lot may have an accessory dwelling unit if compliant with Town code provisions as in effect from time to time. Any additional subdivision will be subject to excise tax per Ridgway Municipal Code Chapter 3 Section 4.' With the condition that a minimum of 67% of lot owners sign the amendment."

ATTACHMENTS

1 – June 30, 2020 Planning Commission hearing packet

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Ridgway Planning Commission will hold a **PUBLIC HEARING online***, on Tuesday, June 30th, 2020 at 5:30 p.m., to receive and consider all evidence and reports relative to the application described below:

Application for: **Plat Amendment**

Location: **Marie Scott Village Subdivision, all lots**

Addresses: **275, TBD, 245, 255 S Amelia Street; 236, 242, 267, 247, 239, 227, 215, and multiple TBD Marie Street**

Zoned: **Residential (R)**

Applicant: **Brad Blackwell**

Property Owners: **Gordon P and Rebecca J Reichard, Melissa B Mann, Bradley K Blackwell, David P Drew, Angela Ferrelli and Matthew Pratt, BSSK Family Trust, Jacob Randolph Niece, Josephine Fallenius, Michael Karl Pennings, Mark A and Carrie L Cowan, Randall C and Abigail S Lang, Douglas and Mary Reinhardt**

ALL INTERESTED PARTIES are invited to attend said hearing **online** and express opinions or submit written testimony for or against the proposal, to the Town Clerk.

FURTHER INFORMATION on the above application may be obtained or viewed at Ridgway Town Hall, or by phoning 626-5308, Ext. 222.



DATED: June 19, 2020

Shay Coburn, Town Planner

To join the ONLINE Zoom meeting go to:

<https://us02web.zoom.us/j/81607764399?pwd=ckRzYmU5Rk1HVzBTQWFSVktCUjF0Zz09>

Meeting ID: 816 0776 4399

Password: 651599

To call in dial 669.900.6833 or 253.215.8782

STAFF REPORT

Request: Amended Plat
Legal: Marie Scott Village Subdivision
Address: 275, TBD, 245, 255 S Amelia Street; 236, 242, 267, 247, 239, 227, 215, and multiple TBD Marie Street
Parcel #s: 430517414001, 430517414002, 430517414003, 430517414004, 430517414005, 430517414006, 430517414007, 430517414008, 430517414009, 430517417010, 430517414011, 430517414012, 430517414013, 430517414014
Zone: Residential (R)
Applicant: Brad Blackwell
Owners: Gordon P and Rebecca J Reichard, Melissa B Mann, Bradley K Blackwell, David P Drew, Angela Ferrelli and Matthew Pratt, BSK Family Trust, Jacob Randolph Niece, Josephine Fallenius, Michael Karl Pennings, Mark A and Carrie L Cowan, Randall C and Abigail S Lang, Douglas and Mary Reinhardt
Initiated By: Shay Coburn, Planner
Date: June 30, 2020

REQUEST

Applicant is requesting to amend the Marie Scott Village Subdivision plat map recorded in 1995 with the Ouray County Clerk and Recorder at reception number 158899. The request is to amend the plat note that states "Use of each lot is limited to a single family dwelling" to allow all lots to have an accessory dwelling unit in compliance with Town codes.

An application was submitted May 13, 2020 accompanied by a letter from the Applicant explaining the request.

The property and public hearing have been noticed in compliance with the Town Municipal Code.



CODE REQUIREMENTS

Amended plats are considered under Ridgway Municipal Code (RMC) §7.4.10(B) & (C) as follows:

- No material change in the extent, location, or type of public improvements and easements provided is made or required with the amended plat
- The requested changes are consistent with the Design Standards of the RMC
- All required improvements are in and available to serve each lot

Attachment 1

- Any amended plats shall conform to the applicable requirements for final plats as provided in these subdivision regulations and shall conform to the applicable dimensional requirements of the town's Zoning Regulations.

ANALYSIS

The plat note currently states, "Use of each lot is limited to a single family dwelling"

Given this language, accessory dwelling units (ADUs) are not permitted on any lots in this subdivision. The request is to allow ADUs on all lots in addition to the single-family dwelling that is already allowed. ADUs are allowed on most all residential properties throughout town unless otherwise restricted by a plat map. All other RMC dimensional standards would continue to apply such as maximum lot coverage and setback requirements. The Town has been promoting ADUs as a way to increase long-term rental units and help aid in the affordability of living in the Town. In addition, this revised language would ensure this plat note matches recent notes required by the Town.

Staff proposes that plat note be revised to state, "Each lot is limited to one principal dwelling unit. In addition, each lot may have an accessory dwelling unit if compliant with Town code provisions as in effect from time to time. Any additional subdivision will be subject to excise tax per Ridgway Municipal Code Chapter 3 Section 4."

To address the requirements for a plat amendment:

1. There are no changes in public improvements and easements with this request.
2. The requested change is consistent with the Design Standards of the code.
3. All required improvements are already installed and available to serve each lot. ADUs are allowed to be served off of the same water and sewer tap as a single-family dwelling.
4. The request is consistent with the Design Standards of the municipal code as it requires no changes to the design of the overall subdivision.

STAFF RECOMMENDATION

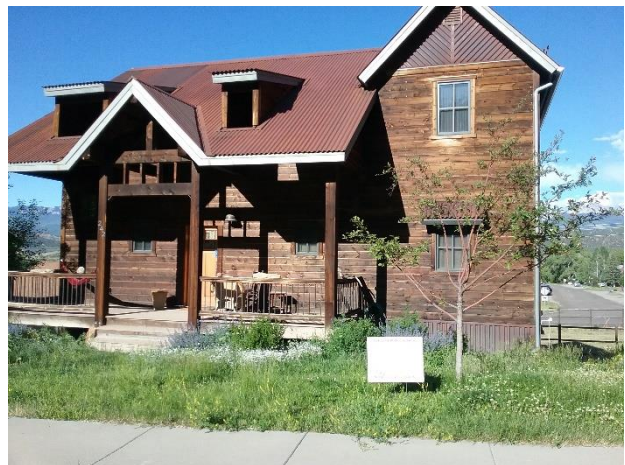
Staff recommends approval of a plat amendment to the Marie Scott Village Subdivision Plat to edit the plat note to allow for accessory dwelling units on all lots.

EXHIBITS

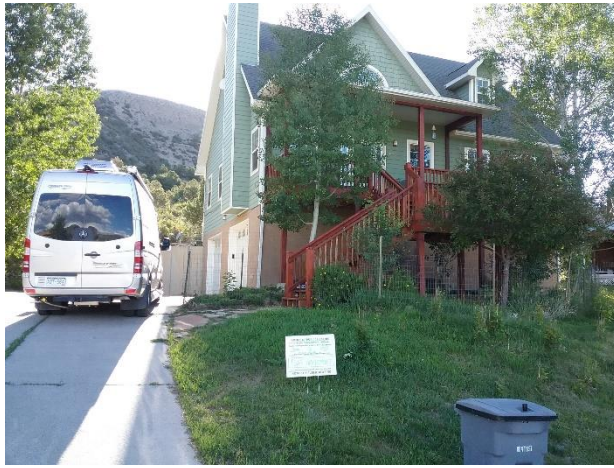
Exhibit 1 – Draft Amendment 1 to the Marie Scott Village Subdivision Plat

Attachment 1





Attachment 1



Properties posted starting at the north of the subdivision on Amelia, moving south then going up Marie Street to east on Hyde.

**AMENDMENT 1 to the MARIE SCOTT VILLAGE SUBDIVISION
REGARDING ACCESSORY DWELLING UNITS**

Whereas, the plat map entitled “Final Plat of Marie Scott Village Subdivision” was executed by Andrew A. McCullough, Stewart L. McCullough, Rebecca A. McCullough and Robert F. McCullough Trust dated October 25, 1993, and was recorded in the Ouray County Clerk and Recorder on the 9th day of March, 1995 at Reception Number 158899; and

Whereas, it is desired by the requisite number of property owners to amend the Plat Note of said plat map to allow for accessory dwelling units on all lots as long as they comply with the Ridgway Municipal Code regulations; and

Whereas, dwelling units which meet the criteria of Ridgway Municipal Code Section 7-3-13(G): Accessory Dwelling Units may be allowed as an accessory use, in the "R" Low Density Residential District, to a principal residential unit which conforms to the applicable requirements of said Districts; and

Whereas, pursuant to §7-4-10 of the Ridgway Municipal Code Plat Amendments are reviewed and approved by the Ridgway Planning Commission and Town Council.

Now, therefore,

The Plat Note that currently states, “Use of each lot is limited to a single family dwelling” is amended to read in its entirety, as follows:

“Each lot is limited to one principal dwelling unit. In addition, each lot may have an accessory dwelling unit if compliant with Town code provisions as in effect from time to time. Any additional subdivision will be subject to excise tax per Ridgway Municipal Code Chapter 3 Section 4.”

Except as herein expressly modified, all other Plat Notes remain in full force and effect according to the original Plat.

Dated this _____ day of _____, 2020.

Approved by the Planning Commission on _____, 2020.

Approved by the Town Council on _____, 2020.

Town of Ridgway, Colorado

Attest:

By: _____
Mayor John I. ClarkBy: _____
Town Clerk, Pam KraftSTATE OF COLORADO)
)
COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by John Clark, Mayor of the Town of Ridgway, Colorado and Pam Kraft, Town Clerk of the Town of Ridgway Colorado.

Witness my hand and official seal.

[SEAL]

Notary Public

Gordon P Reichard

By: _____
*Gordon P Reichard*STATE OF COLORADO)
)
COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Gordon P Reichard.

Witness my hand and official seal.

[SEAL]

Notary Public

Rebecca J Reichard

By: _____
Rebecca J Reichard

STATE OF COLORADO)
)
COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Rebecca J Reichard.

Witness my hand and official seal.

[SEAL]

Notary Public

Melissa B Mann

By: _____
Melissa B Mann

STATE OF COLORADO)
)
COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Melissa B Mann.

Witness my hand and official seal.

[SEAL]

Notary Public

Bradley K Blackwell

By: _____
Bradley K Blackwell

STATE OF COLORADO)
)
COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Bradley K Blackwell.

Witness my hand and official seal.

[SEAL]

Notary Public

David P Drew

By: _____
David P Drew

STATE OF COLORADO)
)
COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, David P Drew.

Witness my hand and official seal.

[SEAL]

Notary Public

Angela Ferrelli

By: _____
Angela Ferrelli

STATE OF COLORADO)
)
COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Angela Ferrelli.

Witness my hand and official seal.

[SEAL]

Notary Public

Matthew Pratt

By: _____
Matthew Pratt

STATE OF COLORADO)
)
COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Matthew Pratt.

Witness my hand and official seal.

[SEAL]

Notary Public

BSSK Family Trust

By: _____
BSSK Family Trust

STATE OF COLORADO)
)
 COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, BSSK Family Trust.

Witness my hand and official seal.

[SEAL]

 Notary Public

Jacob Randolph Niece

By: _____
Jacob Randolph Niece

STATE OF COLORADO)
)
 COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Jacob Randolph Niece.

Witness my hand and official seal.

[SEAL]

 Notary Public

Josephine Fallenius

By: _____
Josephine Fallenius

STATE OF COLORADO)
)
COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Josephine Fallenius.

Witness my hand and official seal.

[SEAL]

Notary Public

Michael Karl Pennings

By: _____
Michael Karl Pennings

STATE OF COLORADO)
)
COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Michael Karl Pennings.

Witness my hand and official seal.

[SEAL]

Notary Public

Mark A Cowan

By: _____
Mark A Cowan

STATE OF COLORADO)
)
COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Mark A Cowan.

Witness my hand and official seal.

[SEAL]

Notary Public

Carrie L Cowan

By: _____
Carrie L Cowan

STATE OF COLORADO)
)
COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Carrie L Cowan.

Witness my hand and official seal.

[SEAL]

Notary Public

Randall C Lang

By: _____
Randall C Lang

STATE OF COLORADO)
)
 COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Randall C Lang.

Witness my hand and official seal.

[SEAL]

 Notary Public

Abigail S Lang

By: _____
Abigail S Lang

STATE OF COLORADO)
)
 COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Abigail S Lang.

Witness my hand and official seal.

[SEAL]

 Notary Public

Douglas Reinhardt

By: _____
Douglas Reinhardt

STATE OF COLORADO)
)
 COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Douglas Reinhardt.

Witness my hand and official seal.

[SEAL]

 Notary Public

Mary Reinhardt

By: _____
Mary Reinhardt

STATE OF COLORADO)
)
 COUNTY OF OURAY) ss

The foregoing instrument was acknowledged before me this _____ day of _____, 2020 by _____, Mary Reinhardt.

Witness my hand and official seal.

[SEAL]

 Notary Public



Official Use Only

Receipt # CK4239Date Received: 5-13-2020Initials: [Signature]

Planning Commission Hearing Request

General Information

Applicant Name	Bradley K Blackwell		Application Date	5-13-2020
Mailing Address	PO Box 924			
Phone Number	970-708-1284	Email	bradblackwell71@gmail.com	
Owner Name	Bradley Blackwell			
Phone Number	970-708-1284	Email	bradblackwell71@gmail.com	
Address of Property for Hearing	245 S Amelia St			
Zoning District	MR			

Brief Description of Requested Action

See attachment.

Action Requested and Required Fee Payable to the Town of Ridgway

<input type="checkbox"/> Temporary Use Permit per 7-3-13(C)	\$150.00	Subdivisions per 7-4 unless noted	
<input type="checkbox"/> Conditional Use per 7-3-14	\$250.00	<input type="checkbox"/> Sketch Plan	\$300.00 (+ \$10.00/lot or unit)
<input type="checkbox"/> Change in Nonconforming Use per 7-3-15	\$150.00	<input type="checkbox"/> Preliminary Plat	\$1,500.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Variances & Appeals per 7-3-16	\$250.00	<input type="checkbox"/> Preliminary Plat resubmittal	\$750.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Rezoning per 7-3-17	\$250.00	<input type="checkbox"/> Final Plat	\$600.00
<input type="checkbox"/> Other Reviews Pursuant to 7-3-18	\$250.00	<input type="checkbox"/> Minor Subdivision	\$450.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Variance to Floodplain Reg. per 6-2	\$150.00	<input type="checkbox"/> Lot Split	\$450.00
<input type="checkbox"/> Master Sign Plan Pursuant to 7-3-12	\$150.00	<input type="checkbox"/> Replat	\$150.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Deviations from Single Family Design	\$175.00	<input checked="" type="checkbox"/> Plat Amendment	\$250.00
Standards per 6-6		<input type="checkbox"/> Planned Unit Dev. per 7-3-11	See Preliminary and Final Plat
<input type="checkbox"/> Other	\$_____	<input type="checkbox"/> Statutory Vested Rights per 7-5	\$1,500.00

Applicant and owner shall be jointly and severally responsible for legal, engineering, planning, administrative and miscellaneous fees, including recording costs, if incurred. (R.M.C. 7-3-20(B) and 7-4-12(B)). Water and sewer tap fees and development excise taxes are due at approval of final plats.



Attachments Required

For All Applications

- ☐ Evidence of ownership or written notarized consent of legal owner(s).
- ☐ Information proving compliance with applicable criteria (see the Ridgway Municipal Code for criteria), like a narrative, site plans, and/or architectural drawings drawn to scale on paper size of 8.5 x 11 or 11 x 17.

For Conditional Use Permits

- ☐ The site plan shall show the location of building(s), abutting streets, all dimensions, off-street parking requirements, and landscaping.
- ☐ Architectural drawings shall include elevations and details of building(s).

For Changes in Nonconforming Use

- ☐ Description of existing non-conformity.

For Variances

- ☐ The site plan shall show the details of the variance request and existing uses within 100 ft. of property.

For Rezoning

- ☐ Legal description, current zoning, and requested zoning of property.

For Subdivisions

- ☐ All requirements established by Municipal Code Section 7-4.
- ☐ Sketch plan submittals shall be submitted at least 21 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.
- ☐ Preliminary plat submittals shall be submitted at least 30 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.
- ☐ Final plat submittals shall be submitted at least 30 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.

Please note that incomplete applications will be rejected.

Bradley Shetwood
Applicant Signature

5/8/20
Date

Bradley Shetwood
Owner Signature

5/8/20
Date

Hello.

My name is Brad Blackwell. I live at 245 S Amelia St. I purchased my house in May of 2016 and have lived there full time since 2016. I recently have been considering building a detached garage with an ADU (accessory dwelling unit) on my lot. In contacting the town, I was informed that the original plat on the Marie Scott subdivision did not allow for this. I am here to request a plat amendment to allow for separate ADU's to be built on properties in the Marie Scott subdivision. I request that these units would follow the current Town Ridgway rules and regulations. I have contacted 7 out of 9 residents in the subdivision and have so far found no objection to the building of an ADU on my property. I have tried contacting the other 2 residents and I am awaiting their response. Please advise me on any other steps that need to be taken in this process.

Respectfully,
Brad Blackwell

Attachment 1

From: [Douglas Reinhardt](#)
To: [Shay Coburn](#)
Subject: Planning Commission Agenda Item #3: Plat Amendment, Marie Scott
Date: Tuesday, June 30, 2020 11:39:24 AM

To Whom It May Concern,

We are aware of a planning meeting today that affects our property. However, as seniors at risk, we are unable to attend the hearing in person. We will observe the proceeding via Zoom but definitely have concerns and wish to submit the following comments.

When we purchase property, it is assumed that we review all pertinent governing documents. Not only the municipal zoning regulations, the also the master documents of the subdivision including the plat, notes, and the CC&Rs. These recorded documents not only define the particulars of property lines and easements, but they also set the tone and style of living desired by the developer and subsequent owners. Everyone that purchases property in the subdivision is aware of the CC&Rs and assents to them when they purchase the property. Each of us goes to sleep at night, knowing that the basic character of our neighborhood cannot be suddenly altered without the extraordinary consent of the owners.

We must be clear: doubling the density of an established subdivision is a radical and profound alteration to the character and nature of our neighborhood. Make no mistake, over time EVERY lot will be pressured and tempted to add development, and before we know it, a peaceful 14 unit hillside neighborhood will become a 30 unit enclave, with no provisions for parking or open spaces. This is a change to which we take strong objection.

I question the power of a municipal board to change or amend our CC&Rs. These are rules and conditions that travel with the property and are not subject to the latest political whims or city desires to raise more revenues. These documents can only be amended by extraordinary vote of the property owners. The attempt by a lay board to unilaterally amend these documents is something that should clearly be adjudicated.

Town staff has historically shown nothing but contempt for the conditions of our subdivision by repeatedly allowing development in direct contradiction of our covenants. But this is a step too far. Today it's second units, tomorrow it's duplexes, or multi family units. You wake up the next morning and find that everything you thought was set in stone has been whimsically altered by an un-elected board on the recommendations of a self-serving staff.

We find it astounding that your staff has RECOMMENDED this change without so much as a single thought as to the character of our neighborhood and the interest of the owners. Their analysis boils down to: it's allowed on other lots in town. You all know there are other subdivisions in Ridgway that do NOT allow second units and you should ask yourselves, how would those owners feel if some board preempted their covenants and arbitrarily doubled the density of their neighborhood. These "professionals" should be made to pound sand for a living and sent back to school.

We strongly request that this commission reject this proposal outright and stop messing with our

Attachment 1

CC&Rs.

Doug & Mary Reinhardt
215 Marie Street
Ridgway, CO 81432
970-626-4345

AGENDA ITEM #15

STAFF REPORT

Request: Minor Subdivision
Legal: Yates Subdivision Lot 4
Address: 423 N Amelia Street
Parcel #: 430517105004
Zone: Historic Residential (HR)
Applicant: Dan Bartashius
Owner: Dan Bartashius
Initiated By: Shay Coburn, Planner
Date: July 8, 2020

SUMMARY

The subject property is in the Yates Subdivision, just north of the Elementary School on N Amelia Street. A single-family home and accessory structures occupy this lot.

The Applicant is requesting a minor subdivision to split the lot into two separate lots. The Applicant has submitted a hearing application, fee, draft plat map, and other supporting documents. The property and hearing have been noticed and posted.

On June 30, 2020 the Planning Commission recommended approval of this minor subdivision to Town Council with the conditions in the staff report with a modification to condition 3 included below. See attached hearing packet, inclusive of a staff report, from the June 30, 2020 Planning Commission meeting for more detailed information.



PROPOSED MOTION

"I move to approve this Minor Subdivision for Lot 4 of the Yates Subdivision for Owner Dan Bartashius given the criteria for a minor subdivision have been met, with the following conditions to be met before recording the final plat:

1. Set new property monuments.
2. Submittal of written statement from a recognized weed control expert that the lots are free of noxious weeds pursuant to RMC §7-4-6(C), and submittal of a weed abatement plan if necessary.
3. Remove the shed on the new lot 4B.
4. Edit the new lot line to be at a right angle to N Amelia Street.
5. Mineral estate owner notification is met.
6. Determine phone/internet access for each lot and if any easements are needed on the plat.
7. Edits to the plat map as described in the Staff Report dated June 30, 2020."

ATTACHMENTS

1 – June 30, 2020 Planning Commission hearing packet

Attachment 1

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Ridgway Planning Commission will hold a **PUBLIC HEARING online***, on Tuesday, June 30th, 2020 at 5:30 p.m., to receive and consider all evidence and reports relative to the application described below:

Application for: **Minor Subdivision**

Location: **Yates Subdivision Lot 4**

Address: **423 N Amelia Street**

Zoned: **Historic Residential (HR)**

Applicant: **Dan Bartashius**

Property Owner: **Dan Bartashius**

ALL INTERESTED PARTIES are invited to attend said hearing **online** and express opinions or submit written testimony for or against the proposal, to the Town Clerk.

FURTHER INFORMATION on the above application may be obtained or viewed at Ridgway Town Hall, or by phoning 626-5308, Ext. 222.



DATED: June 19, 2020

Shay Coburn, Town Planner

To join the **ONLINE Zoom meeting go to:**

<https://us02web.zoom.us/j/81607764399?pwd=ckRzYmU5Rk1HVzBTQWFSVktCUjF0Zz09>

Meeting ID: 816 0776 4399

Password: 651599

To call in dial 669.900.6833 or 253.215.8782

STAFF REPORT

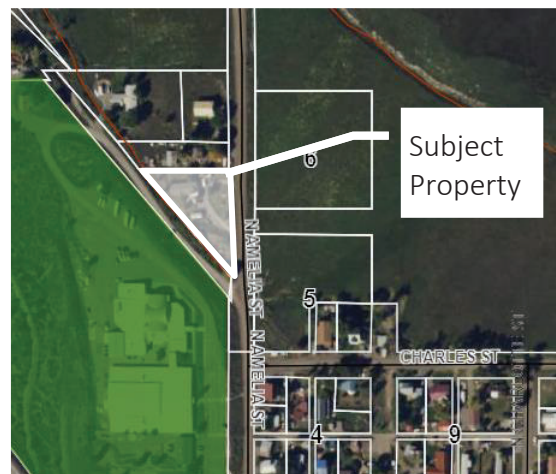
Request: Minor Subdivision
Legal: Yates Subdivision Lot 4
Address: 423 N Amelia Street
Parcel #: 430517105004
Zone: Historic Residential (HR)
Applicant: Dan Bartashius
Owner: Dan Bartashius
Initiated By: Shay Coburn, Planner
Date: June 30, 2020

REQUEST

The subject property is in the Yates Subdivision, just north of the Elementary School on N Amelia Street. The property is zoned Historic Residential. The lot is accessed via N Amelia Street, which abuts the eastern property line. A single-family home and accessory structures occupy this lot.

The Applicant is requesting a minor subdivision to split the lot into two separate lots. The Yates subdivision was recorded in 1997 at reception number 123885.

The Applicant has submitted a hearing application, fee, draft plat map, and other supporting documents. The property and hearing have been noticed and posted.



CODE REQUIREMENTS**RMC §7-4-8 MINOR SUBDIVISIONS:**

(A) Subdivisions which meet all of the following criteria may be processed in accordance with the procedures outlined in this Subsection.

- (1) The subdivision results in no more than 2 tracts, lots or interests.
- (2) All lots or tracts are adjacent to a dedicated, maintained and accepted public street.
- (3) The improvements required by Subsection 7-4-6 of these regulations are already in existence and available to serve each lot.
- (4) Each lot will meet requirements of the Town Zoning Regulations without the necessity for any variance and no variance has been granted within the 3 previous years.
- (5) No part of the subdivision has been approved as part of a minor subdivision within 3 years prior to the date of submission of the minor subdivision plat.
- (6) A State Highway Access Permit has been obtained for any access to a State highway and Town driveway and access requirements will be met.
- (7) The subdivision meets the Design Standards of these regulations.

(B) The subdivider shall submit the plat, fees, and supporting documents as applicable, in substantial conformity with Subsection 7-4-5(C), with the exception that a certificate of improvements completed or security for completion are not required; and instead, there must be a certification that all required improvements are already installed, available and adequate to serve each lot of the subdivision to be signed by the Town. (Ord 12-2008)

(C) The plat shall be reviewed in accordance with the procedures and requirements of Subsection 7-4-5(C).

ANALYSIS

Code Requirements

1. The proposed subdivision results in exactly two lots.
2. Both lots are adjacent to a dedicated, maintained and accepted public street – North Amelia Street.
3. The Required Improvements in RMC §7-4-6 are mostly in place.
 - Monuments will need to be placed prior to recording the final plat.
 - Applicant needs to submit a written statement from a recognized weed expert confirming that the property is free of noxious weeds and/or submittal of a weed abatement plan.
4. The property has not been granted a variance in the last 3 years. The need for a variance in creating the 2 lots is not apparent; however, there are two sheds along existing property lines that appear to be in the setback. It appears as if these are legally non-conforming.
5. This lot has not been part of a subdivision in the last 3 years.
6. A CDOT access permit is not needed and the current driveway access on N Amelia will be utilized for the new lot.
7. Design Standards under RMC §7-4-7 appear to be met with the following exceptions:
 - Dimensional requirements for the HR district are met for lot width, size, lot coverage and front setbacks. Side and rear setbacks are not fully met due to a few (likely legally non-conforming) sheds. The Commission can require they be moved or removed if desired.
 - Item 17 – lot lines shall be substantially at right angles or radial to street lines. The new lot line is almost at a right angle to N Amelia but not the road to the southwest. Given the triangular shape of the parcel already established, staff feels this layout make sense but is curious why the lot line could not be at a right angle to N Amelia Street.

The Applicant needs to submit proof that they sent notice to mineral estate owners or that there are none.

Utilities

Utilities for Lot 4A are established. The existing water service line will require an easement across Lot 4B as proposed on the plat map.

For Lot 4B, water, sewer, natural gas and electric are available in Amelia Street. The sewer line will require an easement across Lot 4A as proposed on the plat map.

Staff is unsure how each lot is served by phone/internet. This will need to be sorted before the final plat can be recorded.

Service utility lines will be installed when a building permit and other applicable permits are granted.

Plat Map

1. The title of the map should be "Bartashius Minor Subdivision" also correct this in the certificate of dedication.
2. Add this note to the plat map:

The owners of the lots platted hereon, shall upon the request of the Town, properly execute a Petition for the Creation of an Improvements District for the construction and payment of all costs associated therewith, of the following improvements: pedestrian sidewalk abutting the subdivided properties.

The Ridgway Town Clerk is hereby appointed as the agent, and attorney in fact to execute such Petition of said lot owner's behalf, to vote on said lot owners' behalf in any election to approve any financial obligations for such improvement districts and for all other purposes related to the formation of such districts and construction of such improvements. The Town shall also have the option to cause the construction of said improvements and to assess the cost thereof to the property described above, and collect such costs by certification to the County Treasurer to be collected similarly as taxes.

3. Confirm if the power line easement in the northwest corner of the property was abandoned. If not, add it to the map with a reference to the reception number.
4. For the waterline easement on Lot 4B and the sewer easement on Lot 4A, add language to the label to whom the easement is dedicated to. Something like "10' waterline easement, for the benefit of Lot 4A."
5. There is a typo in the treasurer's certificate, at the end of the first line "non" should be "no".
6. Plat note 6 should be edited to read, "Each lot is limited to one principal dwelling unit for which applicable excise tax has been paid. In addition, each lot may have an "accessory dwelling unit" if compliant with Town code provisions as in effect from time to time, for which no excise tax has been paid." Unless the Applicant does not want to allow for accessory dwelling units.
7. Plat note 7 - What is the intent of this plat note that creates a blanket easement for utilities across and over both lots? Generally, it is best to have specific easements for specific purposes, which appear to already be shown on the map. Consider deleting this note.

Costs

Excise tax of \$1,500 per lot is due to the Town prior to recording the final plat.

Tap fees for the new sewer and water service lines will be due before recording the final plat -- \$6000 for water and \$6000 for sewer. Meter, can, MXU, other parts and installation will need to be paid for when activated.

The Applicant will be responsible for reimbursing the Town for all costs incurred for the Town Attorney and Town Engineer's time on this application. In addition, the Applicant must reimburse the Town for administrative expenses like recording the final plat.

STAFF RECOMMENDATION

Given the criteria for a minor subdivision appear to have been met, staff recommends approval of this application for a minor subdivision for Yate Subdivision Lot 4 for owner Dan Bartashius as presented with the following conditions to be met before recording the final plat:

1. Set new property monuments.
2. Submittal of written statement from a recognized weed control expert that the lots are free of noxious weeds pursuant to RMC §7-4-6(C), and submittal of a weed abatement plan if necessary.
3. Move or remove the sheds that are withing side setbacks.
4. Edit the new lot line to be at a right angle to N Amelia Street.
5. Mineral estate owner notification is met.
6. Determine phone/internet access for each lot and if any easements are needed on the plat.
7. Edits to the plat map as described above.



Posted property from Amelia Street looking north west



Posted property from street to elementary school, looking north west



TOWN HALL PO Box 10 | 201 N. Railroad Street | Ridgway, Colorado 81432 | 970.626.5308 | www.town.ridgway.co.us

Official Use Only

Receipt # 1062
 Date Received: 5-29-20
 Initials: HC

Planning Commission Hearing Request

General Information

Applicant Name DANIEL BARTASHIUS Application Date 5/29/20
 Mailing Address 423 N. AMELIA ST Ridgway, CO 81432
 Phone Number 970-318-9013 Email dbartashius@msn.com
 Owner Name DANIEL BARTASHIUS
 Phone Number 970-318-9013 Email dbartashius@msn.com
 Address of Property for Hearing 423 N. AMELIA ST Ridgway CO 81432
 Zoning District HR

Brief Description of Requested Action

PLAT AMENDMENT or minor subdivision

Action Requested and Required Fee Payable to the Town of Ridgway

<input type="checkbox"/> Temporary Use Permit per 7-3-13(C)	\$150.00	Subdivisions per 7-4 unless noted	
<input type="checkbox"/> Conditional Use per 7-3-14	\$250.00	<input type="checkbox"/> Sketch Plan	\$300.00 (+ \$10.00/lot or unit)
<input type="checkbox"/> Change in Nonconforming Use per 7-3-15	\$150.00	<input type="checkbox"/> Preliminary Plat	\$1,500.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Variances & Appeals per 7-3-16	\$250.00	<input type="checkbox"/> Preliminary Plat resubmittal	\$750.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Rezoning per 7-3-17	\$250.00	<input type="checkbox"/> Final Plat	\$600.00
<input type="checkbox"/> Other Reviews Pursuant to 7-3-18	\$250.00	<input type="checkbox"/> Minor Subdivision	\$450.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Variance to Floodplain Reg. per 6-2	\$150.00	<input type="checkbox"/> Lot Split	\$450.00
<input type="checkbox"/> Master Sign Plan Pursuant to 7-3-12	\$150.00	<input type="checkbox"/> Replat	\$150.00 (+ \$25.00/lot or unit)
<input type="checkbox"/> Deviations from Single Family Design	\$175.00	<input type="checkbox"/> Plat Amendment	\$250.00
Standards per 6-6		<input type="checkbox"/> Planned Unit Dev. per 7-3-11	See Preliminary and Final Plat
<input type="checkbox"/> Other	\$ _____	<input type="checkbox"/> Statutory Vested Rights per 7-5	\$1,500.00

Applicant and owner shall be jointly and severally responsible for legal, engineering, planning, administrative and miscellaneous fees, including recording costs, if incurred. (R.M.C. 7-3-20(B) and 7-4-12(B)). Water and sewer tap fees and development excise taxes are due at approval of final plats.



Attachments Required

For All Applications

- ☐ Evidence of ownership or written notarized consent of legal owner(s).
- ☐ Information proving compliance with applicable criteria (see the Ridgway Municipal Code for criteria), like a narrative, site plans, and/or architectural drawings drawn to scale on paper size of 8.5 x 11 or 11 x 17.

For Conditional Use Permits

- ☐ The site plan shall show the location of building(s), abutting streets, all dimensions, off-street parking requirements, and landscaping.
- ☐ Architectural drawings shall include elevations and details of building(s).

For Changes in Nonconforming Use

- ☐ Description of existing non-conformity.

For Variances

- ☐ The site plan shall show the details of the variance request and existing uses within 100 ft. of property.

For Rezoning

- ☐ Legal description, current zoning, and requested zoning of property.

For Subdivisions

- ☐ All requirements established by Municipal Code Section 7-4.
- ☐ Sketch plan submittals shall be submitted at least 21 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.
- ☐ Preliminary plat submittals shall be submitted at least 30 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.
- ☐ Final plat submittals shall be submitted at least 30 days prior to the Planning Commission hearing at which the applicant wishes to have the application considered.

Please note that incomplete applications will be rejected.

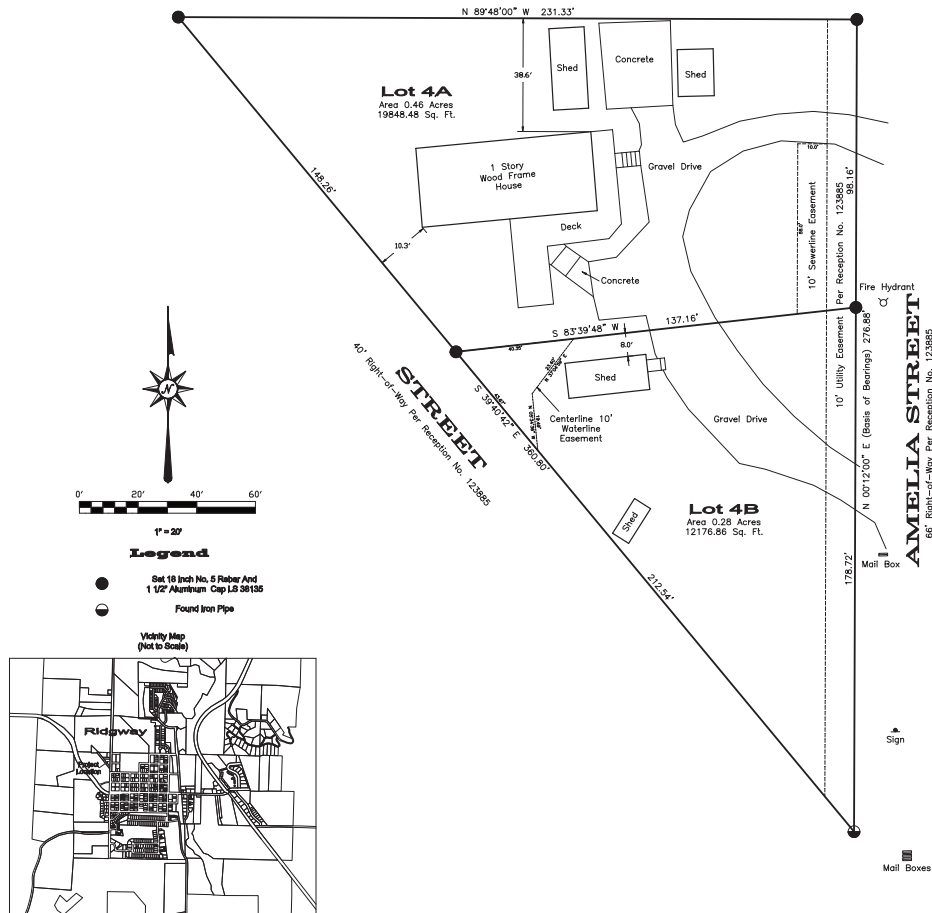
David Bartash
Applicant Signature

5/29/20
Date

David Bartash
Owner Signature

5/29/20
Date

Bartashius Subdivision
A Minor Subdivision of Lot 4, Yates Subdivision, Town of Ridgway
Located in Northwest 1/4 Section 17, Township 45 North, Range 8 West, NMPM, Town of Ridgway, County of Ouray, State of Colorado

**CERTIFICATE OF DEDICATION AND OWNERSHIP**

KNOW ALL MEN BY THESE PRESENTS that Daniel J. Bartashius, as the owner ("Owner") of certain lands in the Town of Ridgway, Colorado, to wit:

Lot 4, Yates Subdivision, Town of Ridgway, County of Ouray, State of Colorado

have by these presents laid out, platted and subdivided the same into lots, as shown on the Plat under the name of Bartashius Subdivision. Private easements are reserved or conveyed for the purposes as indicated on the plat.

Executed this _____ day of _____, A.D. 202____

By: _____
 Daniel J. Bartashius

NOTARIAL:

STATE OF COLORADO } ss.
 COUNTY OF OURAY }

The foregoing Certificate of Ownership and Dedication was acknowledged before me this _____ day of _____, 202____, by Daniel J. Bartashius.

Witness my hand and official seal.

My commission expires: _____

Notary Public _____

ATTORNEY'S CERTIFICATE

I, _____, an attorney at law duly licensed to practice before the courts of record of Colorado, do hereby certify that I have examined the title of all land herein platted and that title is in the dedicator(s) and owner, and that the property dedicated hereon has been dedicated free and clear of all liens and encumbrances, except as follows:

Dated this _____ day of _____, A.D. 202____,

_____, Attorney at Law

SURVEYOR'S CERTIFICATE

I, Peter C. Bauer, hereby certify that this plat was prepared under my direct supervision and that said survey is accurate to the best of my knowledge, conforms to all requirements of the Colorado Revised Statutes, and all applicable Town of Ridgway regulations, and that all required monuments have been set as shown.

Peter C. Bauer
 License No. 38135

TREASURER'S CERTIFICATE:

I certify that as of the _____ day of _____ there are no delinquent taxes due, nor are there any tax liens, against the property described herein or any part thereof, and that all current taxes are apportioned assessments have been paid in full.

Dated: _____

_____, Ouray County Treasurer

LIEN HOLDER CERTIFICATE

The undersigned holder of a lien pursuant to an instrument recorded in the Ouray County records at Reception No. _____, hereby joins in the subdivision, any applicable acquisition improvements agreement, and the dedication of easements, property and streets as shown hereon.

By _____ of Wells Fargo NA,

State of _____ } ss.
 County of _____ }

The foregoing Certificate was acknowledged before me this _____ day of _____, 202____.

By _____ of _____

Witness my hand and official seal.
 My Commission expires _____

Notary Public _____

NOTES

1. All outdoor lighting fixtures to comply with town of Ridgway regulations.
2. The property platted hereby is subject to the plat notes as recorded in YATES SUBDIVISION as recorded in the Ouray County Records at Reception No. 123885.
3. The property platted hereon is subject to the prior easements as shown hereon.
4. BASIS OF BEARINGS: The east line of LOT 4, YATES SUBDIVISION, TOWN OF RIDGWAY, COLORADO per the plat recorded at reception No. 123885 in the office of the Ouray County Clerk and Recorder is recorded as being N 00°12'00" E.
5. Linear Unit: US Survey Foot.
6. Each lot is limited to one principal dwelling unit for which applicable excise tax has been paid.
7. Easements for utilities shall include a blanket utility easement over and across both lots.

NOTICE

According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon.

TOWN COUNCIL:

Approved by the Ridgway Town Council this _____ day of _____, A.D. 202____.

by _____ Mayor.

PLANNING COMMISSION:

Approved by the Ridgway Planning Commission this _____ day of _____, A.D. 202____.

by _____ Chairman.

TOWN ATTORNEY'S CERTIFICATE:

Approved for recording this _____ day of _____, 202____.

Town Attorney _____

CERTIFICATE OF IMPROVEMENTS

The undersigned, Town Manager of the Town of Ridgway, certified that all required improvements are installed, available and adequate to serve each lot.

Dated: _____

Franklin Hall, Town Manager

RECORDERS CERTIFICATE

This plat was filed for record in the office of Clerk and Recorder of Ouray County at _____, AL on the _____ day of _____, A.D. 202____, under

Reception No. _____

By _____

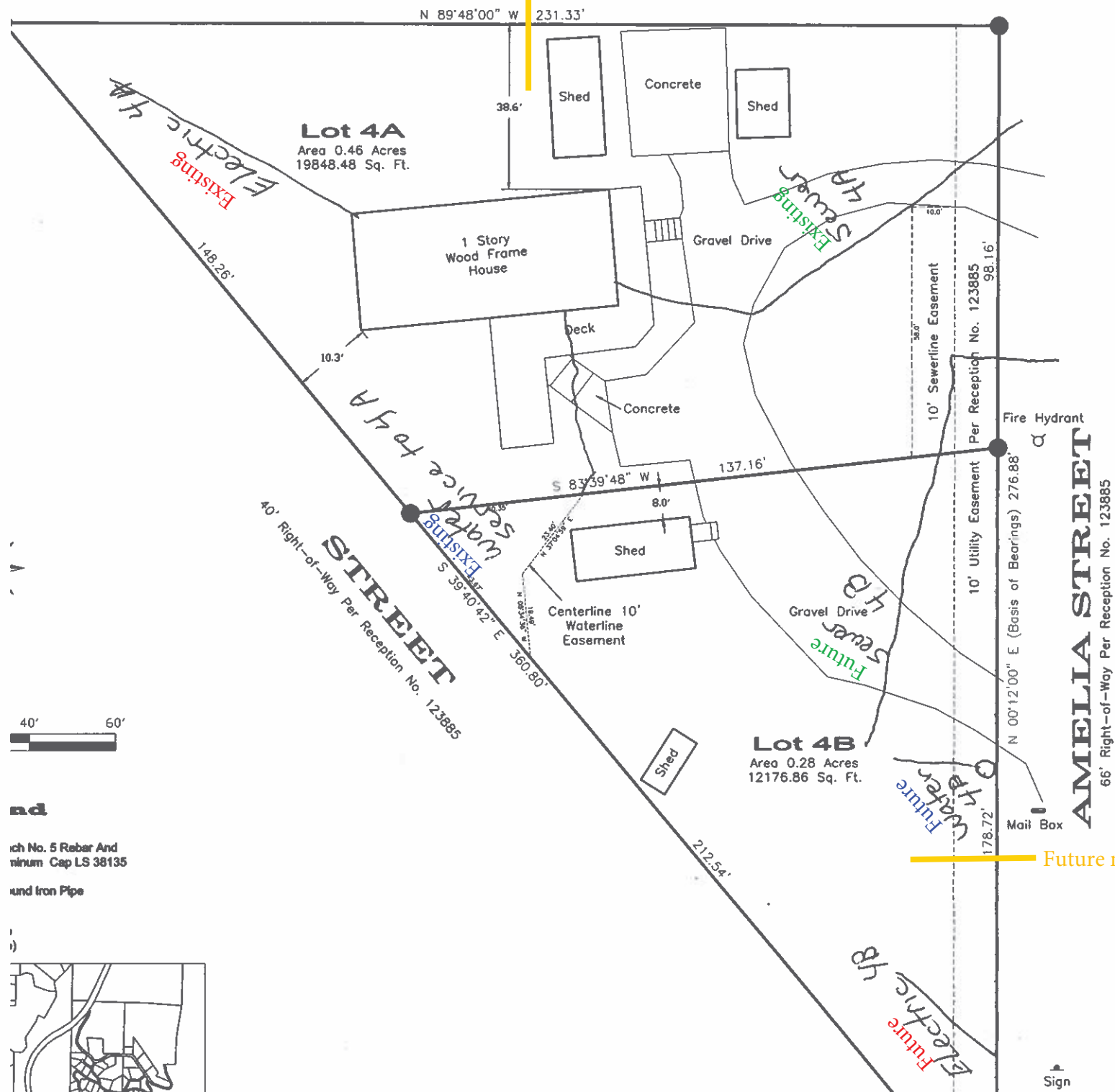
Michelle Bauer, Ouray County Clerk and Recorder

Deputy _____

PROJECT MANAGER: PS	REVISIONS	DATE	DESCRIPTION	BY
CADD TECH: PS	1			
CHECKED BY: PS	2			
START DATE: 1/27/19	3			
	4			
	5			

OFFICE (970) 249-5349
 CELL (970) 728-1289
 1147 OURAY COUNTY ROAD 22
 MONTROSE, CO 81403
 WWW.ORIONSURVEYING.COM

DRAWING PATH: Project 1-19 1 SHEET No. 1 OF 1 PROJECT: 18003



AGENDA ITEM #16



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: July 1, 2020
Agenda Topic: Request for renewal of liquor license for Steps Tavern

ACTION BEFORE COUNCIL:

Council is asked to discuss and take action on a liquor license renewal application from Steps Tavern.

SUMMARY:

The Town has received a liquor license renewal application from Steps Tavern that went before Council during the June 10th Regular Council meeting. The renewal application was put before Council for discussion because several noise complaints regarding the licensed premises have been submitted to the Town from neighboring residences. Written comments and complaints that have been submitted to the Town are attached to this memorandum. One written comment is from resident Tom McKenney who attended the meeting on June 10th and attempted to speak during said item and was unsuccessful in getting his hand raised in the Zoom meeting platform. As a result, he submitted his comments in writing the next day.

At the June 10th meeting, after discussion among Council and with the applicant, Dan Easton, Council asked staff to arrange a time with Mr. Easton to discuss the noise complaints and the prospect of putting measures in place to mitigate emanating noise from inside or directly outside of his establishment. Staff met with Mr. Easton on June 23rd to further discuss this issue and talk through various noise mitigating measures. At the conclusion of the meeting, Mr. Easton had agreed to employ the following measures:

1. Develop and install signage on the inside and outside of the building, as long as the signs comply with the provisions of the Town's "Sign Regulations" in RMC 7-3-12, that encourage keeping noise levels to a minimum out of respect for neighboring properties.
2. Seek an agreement with the owner(s) of Taco Del Gnar for use of their patio space as a designated smoking area and actively encourage patrons to utilize that area for smoking. Smoking is permitted in outdoor areas of any business but cannot be within 15 feet of entrances and exits.

Please note that Steps Tavern's liquor license expired on April 24th and they are now in their 90-day grace period, which will end on July 24th.

ATTACHMENTS:

- Attachment 1 – Letter dated 9/9/19
Attachment 2 – Letter received 9/15/19
Attachment 3 – Email dated 6/11/20

ATTACHMENT 1

September 9, 2019

RE: noise
noise ordinance
enforcement

Marshal Shane Schmalz

Dear Sir:

On or about September .9, I spoke with Deputy Ryan Hanson regarding noise at the Steps bar. In that conversation I shared my frustration regarding *five* consecutive nights of noise emanating from the sidewalk at Steps. The revelry was consistly starting around 11:00 and lasting until 1:00-1:30 in the morning. I also shared the fact that the problem has been going on all summer and in fact has been a problem since last year. (I have attached a poem I wrote and presented to the Steps manager last year, in an attempt to find a friendly resolution to the problem.) Although Officer Ryan took no written complaint, he *cordially* said that they would send an officer by before the 11:00 patrol shift ends to speak with the manager. (I have absolutely no complaint with the officer, as he was polite and understanding.) I left my name and phone number in the hopes that we might discuss the noise issue and the noise ordinance further. (Note: unbeknownst to me, another neighbor also stopped by on this date to discuss the problem.)

At this time, I wish to file a formal complaint: September 3 found customers 'war-whooping' on the street until after 2:08 a.m. and on September 4 a group of revelers hit the sidewalk around 10:30 and were consistently noisy until 12:58. (The noise abruptly ended at that time because two angry women - myself and a neighbor- converged on the street to witness the noise, causing the group to go back inside Steps. Obviously not the safest intervention, but sleep deprivation leads to sometimes desperate measures.)

I did try to phone the bar prior to that time but got no answer.

Issues as I see it:

1: Enforcement is difficult at best. There is no police coverage in Town after 11:00 p.m. Yet noise problems typically occur at a later time. Calling dispatch (who then sends out a member of the Sheriff's Department) feels wrong on several levels-how long will the noise last; will they get here before the partiers disperse; are noise violations a good use of that department's time considering the fact that life and safety are the primary concern?

2. Noise ordinance needs to be re-visited with a specific time period stated. Since the Town Council approved a liquor license for the Steps Patio with the stipulation that entertainment was to end at 9:00 p.m. and the bar was to close at 9:30, has this move set a precedent for a new time frame for the noise ordinance?

I realize that Steps occupies a unique position, as all other drinking establishments in Town are associated with restaurants with earlier closure hours. However, that does not

ATTACHMENT 1

help the sleepless neighbors. And to respond to an earlier remark by Councilperson Ninah Hunter, the residents on this block did *not* move into a commercial neighborhood. Not that its relevant to the discussion but the Gnar and the Bar came to us, as our homes were here at a time when we could hear elk and coyotes calling from the meadow area that is now Solar Ranch.

At this time, I cordially request that the noise ordinance be revisited. Realizing that there are staffing constraints, I wonder if some plan can be put into play for sporadic patrols or firm intervention with the Steps personnel.

Thank you for your time and consideration and apologies if I seem to have embraced my last name! I need some sleep...

Paulette Crabb

P.S. Although I am not speaking for my neighbors, I can tell you that we have talked and the problems is endemic on the block.

Shh...

It was midnight in Ridgway & all through the town,
Not a person was stirring, they were in their nightgowns.
On Cora Street, we were all in the hay,
Resting up from our very long workdays.
When out on the street there arose such a clatter,
That we leapt from our beds to see what was the matter.
And what to our wondering ears should appear?
It was a whole bunch of people, full of good cheer.
How they laughed, how they shouted, how they conversed,
While we in our bedrooms thought this was the worst.
We need our sleep, this isn't quite fair,
If it doesn't stop soon, we'll be pulling our hair.
It's now two o'clock in the middle of the night,
Will we ever be free from this terrible plight?



Can it be true, are they starting their cars?
Will they soon be leaving the site of this bar?
But tomorrow a new group of revelers will show.
Oh please, Mr. Bartender, please let them know,
That this noise on the street just has to go!
This isn't a party zone, this isn't LoDo.
As neighbors we pray they'll bid adieus inside,
Then quietly disperse as they climb in their rides.
Good night, good night, we hope you sleep tight,
But if you choose to be noisy, then Go Fly a Kite!
Shh...
Shh...
Shh...

To Ridgway Marshal's Office:

For the past three years, my neighbors and I have been awakened during the early hours of the morning by the Steps Bar across the street. We did not choose this situation. We have lived here since the early 80's. Living on the border of residential and commercial buildings was not a choice we would ever have made.

Last night, at 1:00 a.m. my neighbor and I were disturbed so much by the screaming, laughing, and loud talking that we both met on the street to see what we could do. The crowd was gathered in the alley behind Steps, and when we started talking about what was going on, they quickly dispersed. One person, we're assuming the owner or bartender, was outside with the partying crew, and he quickly stepped into the bar and turned off the light. We don't have proof, but suspect that these people were drinking and smoking outside. When we have asked them in the past to quieten down, we have been met with calls to "shut up".

My neighbor went to the marshal's office a week ago, and the police officer on duty was supposed to talk to the owner or manager at Steps. This officer was supposed to call my neighbor and let her know that he had spoken with the owner and manager. She never heard from the officer. We are imploring your office to help us with this untenable situation. The noise ordinance in our town states that noise should cease at a reasonable hour. Is 1:00 a.m. a "reasonable hour"? I don't think it is, and I'm assuming no one would want this noise at their front doors. We feel that by the time your officers get to Steps when we call you, the people will already have dispersed. Obviously, the owner and bartenders will do nothing about this! Please help your citizens!

Sincerely,
Martha McKenney ■ Hyde Street Ridgway, CO



RECEIVED
9-15-17

ATTACHMENT 3

-----Original Message-----

From: Tom McKenney <mckenney@independence.net>

Sent: Thursday, June 11, 2020 10:02 AM

To: Preston Neill <pneill@town.ridgway.co.us>; Shay Coburn <scoburn@town.ridgway.co.us>

Cc: Martha McKenney <mmckenney47@gmail.com>; PAULETTE CRABB <nanacrabby@hotmail.com>;

Jim Nowak <jim@dzi.org>

Subject: Town Council 6/10/2020

pn

Although I have been Zooming for a couple months and participating in most all of the sessions, this was new to me. Normally, I have experienced being lead to mute myself (or the administrator does it) and then use the space bar if you want to talk. This seems to work well. (It also seems that no one heard the radio or TV that was bleeding into last night's meeting). It took me three quarters of the meeting to figure out how to raise my hand. Got it now. Am sure I am the only one with this problem. (Did the people who didn't have a computer realize that they could get into the meeting on their phone?)

In unsuccessfully searching for the "raise your hand" button, I missed the Steps Liquor License Renewal. A saving grace was that this item was held over for thirty days and staff is going to meet with Dan, I believe.

Had I been able to be recognized, I was going to ask that the renewal be based, in part, on the condition that Steps take responsibility for their exit/entrance and their patrons outside. It seems simple enough, either Steps deals with the issue or the town does. That Steps exterior makes more noise than the Little Chef bar will always amaze me. Is there a similar problem with our other bars? The noise meter was an idea that we thought of last year but never followed through with. It might let the people know when they were going over the top and signal the bartender at the same time. Is there any way we could allow smoking in one bar in town legally(?); would this solve the problem of people hanging out instead of going home?

There are a number of nearby people who would meet with Dan and/or anyone else to help resolve this perpetual problem - if you thought that might be helpful.

I appreciate the concern the town is showing to help keep this business successful and the neighborhood restful.

tm

Thank you.

Tom McKenney

545 Hyde St

PO Box# 340

Ridgway, Co

81432

(805) 235 7722

AGENDA ITEM #17



To: Ridgway Town Council and the General Public
From: Joanne Fagan, Town Engineer; Chase Jones, Public Works Administrator
Date: June 25, 2020
RE: Resolution No. 20-06, a Resolution of the Town Council of the Town of Ridgway, Colorado,
Amending the Town of Ridgway Standard Specification and Typical Drawings for
Infrastructure Construction

BACKGROUND:

During the June 10th, 2020 Town Council meeting, staff presented updated Standards and Specifications to be adopted by the Council. A comprehensible redline of changes was not available at that time due to the magnitude of grammatical, formatting and reorganization changes. Various community members requested adoption to be postponed until the next regularly scheduled Town Council meeting to provide more time to review. Council postponed adoption and requested staff to create a version of the documents highlighting substantial changes.

DISCUSSION:

At Council's request staff reviewed the proposed Standards and Specifications documents and highlighted perceived major changes. Many items also have brief description as to why the change was made. Staff believes they adequately captured changes from the original 1990's document, the 2001 update and the addenda issued since, however, it is recommended that any interested party review the material in its entirety. The commented version of the Standards and Specifications is available for public viewing at <https://townofridgway.colorado.gov/sites/townofridgway/files/documents/2020.06.25%20Memo%20Stnds%20Specs%20and%20Typs%20with%20Comments.pdf>.

In addition to commenting on the proposed document, a summary of changes staff noticed that may have financial implications to a developer are summarized below. This summary is not expected to be all inclusive due to construction variability, design variability, and generally unknown future circumstances but should serve as good basis for understanding proposed changes. Please note that only the presented sections have been thoroughly reviewed and updated. The section titled, "POWER AND BURIED WIRES - MINIMUM REQUIREMENTS", running through the entirety of "DIVISION THREE – CONCRETE AND PAVEMENT" still need to be reviewed and addressed by staff in the future. The current versions of those sections will remain in place.

Requirement to Extend and Upsize facilities for future extensions

In the General Requirements (Section 9.11) the following is proposed:



“Where it is determined that utility lines are necessary to serve property beyond the subdivision or development in question, the Developer will be required to design, properly size, and construct the system to permit future extensions to be made at the limits of the subdivision or development in question. Public utility systems must be designed and constructed along roads and/or through the development to facilitate future extensions.”

The Water Minimum Standards previously required:

“If the Town anticipates future expansion and or extension from the area being developed by the Responsible Party the Town will work with the applicant in determining an equitable breakdown for the additional cost in most cases only the price difference for the increase in materials costs.”

We are proposing the Water Minimum Standards be updated to read (section 3.02):

“If the Town anticipates future expansion and or extension from the area being developed by the Responsible Party, the Developer will be required to design, properly size, and construct the system to permit future extensions to be made at the limits of the subdivision or development in question.”

The cost to upsize pipes is typically \$1-2 per foot whereas the cost to install the pipe is in the \$50 range. The developer is tying on to pipes someone else installed and is getting that benefit from work someone else did. Most subdivisions end up with water lines sized to ensure fire protection and do not need to upsize for development beyond their development. Most sewer lines are the minimum size of 8” and also do not need upsized to accommodate future development. Extending lines through the development typically requires extending water and sewer the length of the width of the last lot. This makes it so the next development can start their work at the beginning of their parcel without disturbing the infrastructure in the prior development, including paved streets.

Water Minimums – Commercial Fire Flow

The Town has been requiring commercial fire flows to be 1500 gpm for a long time. This section has and continues to reference ISO recommendations which at the last update, commercial buildings were required to have 1500 gpm unless a sprinkler system was present. It was surprising to see the commercial minimums listed it as 1000 gpm. The current draft lists the commercial minimum as 1500 gpm. There has not been issues with meeting the 1500 gpm in commercial areas as far as staff knows.

Water Minimums – Water Line Looping.



The only change in this section is to update the dollar amount to reference the current tap fee. Otherwise it read the same which is as follows:

“Water mains shall be designed through a subdivision and other type multi-unit development so that a continuous loop is provided for an alternate route of water, better circulation, and more even pressure. A variance of the looping requirement will be considered when the amount of pipe required to complete the loop will exceed 70% of the line required to serve the subdivision in accordance with Town specifications and the total cost of the water system extension will exceed \$6,000 per tap plus inflation (based on Ordinance 4-2016).”

Water Minimums – Valve spacing

The standards have required that valves be spaced so that one can isolate a single block at a time. Changes in this section would require a valve every 400 ft if the layout of the development is not designed in standard blocks and to have valves on each side of a hydrant tee. The former is because most new development is not in lots and blocks and the latter is facilitate flushing, something that became more important as CDPHE has added more distribution system water quality requirements. Both of these have been required in previous developments.

Water Minimums – Hydrants

The standards have required hydrants at no more than 500 ft intervals going back to 1992. The intent was that no structure would be more than 300 ft or so from a hydrant. With non-grid lot layouts, we have had some development that resulted in structures being farther from a hydrant. The updated draft includes the following to address that after the 500 spacing:

“such that hydrants are within 250 ft of property lot lines and habitable structures are entirely within 300 ft of hydrant.”

Water Minimums – Cross Connection Control

This is updated based on CDPHE regulations and revisions to RMC 9-1.

Water Minimums – Removal of Abandoned Infrastructure

Leaving abandoned utilities in the ROW causes confusion and clutters the space. Typically, removal of lines has been required in the last decade. There have been issues where the abandoned utility lines were not removed. The requirement to remove abandoned infrastructure is listed in multiple sections.



Water Standards – Meter Can

The insulated meter can that the Town used in the past has been discontinued. The new meter can is no longer insulated but is a little larger diameter to facilitate access to the meter can.

Sewer Minimums - Sewer Slopes

All lines are now required to have a slope of at least 0.5%. The previous version allowed flatter slopes for larger pipes following CDPHE minimums. However, in Ridgway there is often not enough flow to fill the larger pipe about half full and the velocity in the pipe is too slow to be self-cleaning at the previously allowed minimum slopes. In addition, in looking at videos of the sewer lines, multiple sags have been noted in the flatter pipes. The 0.5% minimum slope allows for some minimal deviations without getting flat spots.

Sewer Minimums – Terminal Manhole

There were previously a few rare circumstances where there could be a service connection beyond the last manhole. It's much harder for the Town to clean a line without a terminal manhole and when there is an issue with performance of the line it is very difficult to determine if it's the Town's main or the private service.

Sewer Minimums - Sewer Inspections

All new sewer lines are required to be video inspected. The previous standard said the Town could require this. As video services have become more common, the requirement to video inspect the new lines has become a common requirement. It allows the Town to make sure the pipe is on a steady slope, flows within tolerances, and ensure any taps are properly installed. Infiltration and exfiltration testing requirements were deleted.

Sewer Standards

A requirement was added for manholes to have an integral base. That does not typically cost more (sometimes less) and is typically needed to meet the testing requirements for manholes.

In the layout out the project, a requirement was added to have benchmarks for the sewer every 150 ft. The contractor should be doing this routinely, but if there is an error in grade, it's better to find it before one has gone too far. It's difficult and potentially more dangerous to re-dig a line than it is install it the first time.



Added a requirement to remove abandoned lines for the same reasons as for water. This is more important for sewer because if the wrong line is tapped it is less obvious than with water and a bigger problem environmentally.

There are a few other new items in the sewer minimums and sewer standards which were added mostly to cover topics not previously covered that aren't seen as being expensive/controversial. Examples include; adding specs for seep and drain pipes, specs for geotextiles, standards for crossing existing lines, connecting new lines to existing manholes, and updated concrete design mixtures. The requirement for infiltration and exfiltration testing was deleted, as video inspection and air testing make up for those tests.

RECOMMENDED MOTION:

"I move to approve Resolution No. 20-06, a Resolution of the Town Council of the Town of Ridgway, Colorado, Amending the Town of Ridgway Standard Specification and Typical Drawings for Infrastructure Construction."

ATTACHMENT:

Resolution No. 20-06

RESOLUTION NO. 20-06

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF RIDGWAY, COLORADO, AMENDING THE TOWN OF RIDGWAY STANDARD SPECIFICATION AND TYPICAL DRAWINGS FOR INFRASTRUCTURE CONSTRUCTION

WHEREAS, the Town of Ridgway's set of engineering design standards is formally referred to as "Town of Ridgway Standard Specification and Typical Drawings for Infrastructure Construction"; and

WHEREAS, the Town Council adopted by Resolution No. 01-03 on April 11, 2001 the Town of Ridgway Standard Specifications, General Requirements and Typical Drawings for Infrastructure dated 1992 and updated in 1995; and

WHEREAS, subsequently the same was amended by Resolution No. 01-04 on July 11, 2001, and again by Resolution No. 06-03 on June 14, 2006; and

WHEREAS, the Town Engineer and Public Works Services Administrator have prepared changes and additions to said standard specification and typical drawings; and

WHEREAS, the purpose of these standards is to provide minimum standards to safeguard life, health, property, and public welfare by regulating and controlling the design, construction, quality of materials, use, location, and maintenance of all public improvements and private improvements of common ownership including, but not limited to, sanitary sewer systems, water supply systems, storm drainage systems, wire utilities, streets, pedestrian facilities, open space, parking lots, and appurtenances thereto; and

WHEREAS, the purpose of these standards is also to ensure that the Town receives public facilities which are constructed with the care and materials such that the facility meets or exceeds the normal service life requirements for similar installations; and

WHEREAS, these standards are intended to ensure that when said facilities are transferred to the Town's ownership that they will be free from all defects and in suitable working order to provide the service capabilities anticipated with such a facility while protecting public and private interests.

NOW THEREFORE, BE IT RESOLVED by the Town Council of the Town of Ridgway, Colorado that the "Town of Ridgway Standard Specification and Typical Drawings for Infrastructure Construction" attached hereto and incorporated herein as Exhibit A, shall amend the existing Town of Ridgway Standard Specification and Typical Drawings for Infrastructure Construction.

ADOPTED AND APPROVED this _____ day of June, 2020.

John Clark, Mayor

ATTEST:

Pam Kraft, Town Clerk



TOWN OF RIDGWAY

STANDARD SPECIFICATION AND TYPICAL DRAWINGS FOR INFRASTRUCTURE CONSTRUCTION

JUNE 2020

EXHIBIT A

These standards, drawings, and supporting reports, plans, files, field data, notes, and other documents and instruments prepared by Consolidated Consulting Services (CCS) as instruments of service shall remain the property of CCS and the Town of Ridgway. The Town and CCS shall retain all common law, statutory, and other reserved rights, including the copyright thereto. These documents may not be used by others or duplicated for any other purpose.

TABLE OF CONTENTS

DIVISION 1 - GENERAL REQUIREMENTS

1. GENERAL PROVISIONS
2. PURPOSE
3. APPLICABILITY
4. INTERPRETATION
5. AMENDMENTS AND REVISIONS
6. DEFINITIONS AND ABBREVIATIONS
7. ENFORCEMENT
 - 7.01 Authority of Town
 - 7.02 Violations
 - 7.03 Deviations
8. RESPONSIBLE PARTY RESPONSIBILITIES
9. PLANS FOR REVIEW
10. RESPONSIBILITY FOR DESIGN AND CONSTRUCTION
11. EASEMENT REQUIREMENTS
12. PRE-CONSTRUCTION MEETINGS
 - 12.01 Pre-Bid Meeting
 - 12.02 Pre-Construction Meeting
13. NOTIFICATIONS BY RESPONSIBLE PARTY
 - 13.01 Notifications Prior to Work
 - 13.02 Non Regular Work Hours
 - 13.03 Emergency Notice
 - 13.04 Testing
14. CONTROL OF WORK AND MATERIALS
 - 14.01 Work Hours
 - 14.02 Delivery and Storage of Materials
 - 14.03 Work Conditions
 - 14.04 Defective Materials
 - 14.05 Unacceptable or Authorized Work
15. PROTECTION OF FACILITIES, PROPERTY, AND IMPROVEMENTS
 - 15.01 Protection of Existing Facilities and Improvements
 - 15.02 Public Safety and Convenience
16. CONSTRUCTION SAFETY REQUIREMENTS
17. STOP WORK ORDER
18. CHANGES TO APPROVED PLANS
19. RECORD DRAWINGS AND OPERATION AND MAINTENANCE DATA
20. ACCEPTANCE, OPERATION AND MAINTENANCE
21. SERVICE RATES

DIVISION 2 – SITE WORK

SECTION 02200 - EXCAVATION, BACKFILL, AND COMPACTION

1. GENERAL

- 1.01 Description
- 1.02 Related Work Specified Elsewhere
- 1.03 Measurements and Levels
- 1.04 Conformance Testing
- 1.05 Existing Conditions
- 1.06 Protection of Existing Utilities
- 2. PRODUCTS
 - 2.01. Submittals
 - 2.02. General Use Materials
 - 2.03. Bedding and Pipe Zone Materials Classification
 - 2.04. Road Construction Materials
 - 2.05. Unsuitable Materials
 - 2.06. Topsoil
 - 2.07. Riprap
 - 2.08. Spot Subgrade Reinforcement and Sub-Grade Stabilization
 - 2.09. Geotextiles
 - 2.10. Capillary Water Barrier Material (CWB)
 - 2.11. Seed, Mulch, and Tackifier
- 3. EXECUTION
 - 3.01. Clearing and Grubbing
 - 3.02. Removal of Cleared and Unsuitable Materials
 - 3.03. Access Roads and Bypasses
 - 3.04. Pavement Cutting
 - 3.05. Dust Control
 - 3.06. Drainage
 - 3.07. Excavation
 - A. Grade Stakes
 - B. Tolerances
 - C. Stockpiling Materials
 - D. Sheeting, Bracing, and Shoring
 - E. Drainage and Groundwater Control
 - F. Use of Explosives
 - G. Sequencing
 - H. Excavation to Grade
 - I. Trench Width
 - 3.08. Bedding Backfill, Compaction of Embankment, Pipelines, and Structures
 - A. Pipe Bedding
 - i. Bedding Preparation
 - ii. Placing Bedding Material
 - B. Backfill and Compaction
 - i. Structure and Appurtenance Backfill and Compaction
 - ii. Pipe Zone Compaction
 - iii. Upper Trench Compaction
 - C. Surface Restoration
 - D. Patching
 - E. Topsoiling
 - i. Conservation
 - ii. Clearing

- iii. Placing Topsoil
- F. Revegetation

SECTION 02712 WATER SYSTEM - MINIMUM DESIGN STANDARDS

- 1. MATERIALS
- 2. MINIMUM FLOW
- 3. LINE SIZE
- 4. WATER LINE DEPTHS
- 5. WATER LINE LOOPING
- 6. VALVE SPACING
- 7. HYDRANTS
- 8. SERVICE CONNECTIONS
- 9. PROXIMITY STATEMENT
- 10. CROSS CONNECTIONS AND BACKFLOW PREVENTION
- 11. REMOVAL OF ABANDONED INFRASTRUCTURE
- 12. DISINFECTION AND FLUSHING
- 13. TESTING

SECTION 02713 - WATER SYSTEM CONSTRUCTION

- 1. GENERAL
 - 1.01 Description
 - 1.02 Related Work Specified Elsewhere
 - 1.03 Proximity Statement
- 2. PRODUCTS
 - 2.01. Ductile Iron Pipe
 - 2.02. Plastic Pipe
 - 2.03. Copper Tubing
 - 2.04. Water Service Materials
 - A. Corporation Valve
 - B. Service Saddle
 - C. Meter Setter
 - D. Meter Can
 - E. Meter Can Lid
 - F. Water Service Pressure Regulator
 - G. Curb Box and Stop
 - 2.05. Gate Valves
 - 2.06. Valve Box
 - 2.07. Butterfly Valve 3" and larger
 - 2.08. Butterfly Valve Electric Actuator
 - 2.09. Fire Hydrants
 - 2.10. Flushing Hydrant
 - 2.11. Yard Hydrant
 - 2.12. Air Valves
 - 2.13. Cross Connection Control Valves
 - 2.14. Miscellaneous Valves
 - 2.15. Bolts and Hardware

- 2.16. Compression Couplings
- 2.17. Tracer Wire and Marking Tape
- 2.18. Insulation
- 2.19. Manholes

3. EXECUTION

- 3.01. Field Locations
- 3.02 Service Disruption
- 3.03 Receiving, Handling, and Storage
- 3.04 Alignment and Grade
- 3.05 Excavation and Trench Preparation
- 3.06 Pipe Laying
 - A. Lowering Pipe into Trench
 - B. Inspection Before Installation
 - C. Keeping Pipe Clean
 - D. Laying of Pipe
 - E. Sequencing
 - F. Cutting of Pipe
 - G. Connection to and Crossing of Existing Lines
- 3.07 Water Service Installation
 - A. Service Line Installation and Responsibility
 - B. Meter Lid Elevation
 - C. Curb Stop and Box
- 3.08 Crossings
- 3.09 Setting of Fitting, Valves, and Hydrants
 - A. Valves and Valve Boxes
 - B. Hydrants
 - C. Dead Ends
 - D. Thrust Blocks
 - E. Air Valves
 - F. Cross Connection Control Valves
 - G. Vaults
- 3.10 Bedding and Compaction
- 3.11 Hydrostatic Testing
- 3.12 Disinfection of Potable Waterlines
 - A. General
 - B. Pipe Cleaning
 - C. Preliminary Flushing
 - D. Chlorine Application
 - E. Continuous Feed Method
 - F. Tablet Method
 - G. Final Flushing
 - H. Disposal of Super Chlorinated Waters
 - I. Bacteriologic Tests
 - J. Repetition of Procedure
 - K. Disinfecting Existing Mains

CDPHE Low Risk Discharge Guidance 1/15/16

SECTION 02722 SEWER SYSTEM - MINIMUM DESIGN STANDARDS

1. PLAN APPROVAL
2. DESIGN FLOW
3. PIPING DETAILS
 - 3.01 Materials
 - 3.02 Size
 - 3.03 Grades
 - 3.04 Minimum Velocity
 - 3.05 Maximum Slope
 - 3.06 Manhole Spacing and Design
 - 3.07 Flexible Joints near Manhole
 - 3.08 Terminal Manhole
 - 3.09 Underdrains
 - 3.10 Drop Manhole
 - 3.11 Depth of Bury
4. LIFT STATIONS
5. INVERTED SIPHONS
6. SERVICE CONNECTIONS
7. CONSTRUCTION
8. PROTECTION OF WATER SUPPLIES
9. MISCELLANEOUS REQUIREMENTS
10. TESTING

SECTION 02723 SEWER SYSTEM CONSTRUCTION

1. GENERAL
 - 1.01 Related Work Specified Elsewhere
 - 1.02 Description
 - 1.03 Certificate of Compliance
 - 1.04 Reference Standards
2. PRODUCTS
 - 2.01 Pipe Materials
 - A. PVC
 - B. Ductile Iron
 - C. High Density Polyethylene (HDPE) Pipe Perforated
 - D. High Density Polyethylene (HDPE) Pipe
 - E. Steel Casing Pipe
 - F. Cleanout
 - G. Sewer Service Saddles
 - 2.02 Manhole Materials
 - A. Base, Inverts, and Cones
 - B. Markings
 - C. Frame and Cover
 - D. Manhole Steps
 - E. Non-Shrink Grout
 - F. Butyl Rubber Flexible Gasket Material
 - H. Pipe Connections

- I. Geotextile
- 2.03 Tracer Wire and Marking Tape
- 3. EXECUTION
 - 3.01 Handling, and Storage
 - 3.02 Underground Obstruction
 - 3.03 Excavation
 - 3.04 Alignment and Grade
 - 3.05 Laying Sewer Pipe
 - A. Inspection
 - B. Installation Instructions
 - C. Potential Conflicts
 - D. Lowering Pipe into Trench
 - E. Keeping Pipe Clean
 - F. Laying and Joining Pipe
 - G. Crossing Existing Lines
 - H. Cutting of Pipe
 - I. Sequencing
 - 3.06 Pipe Bedding
 - 3.07 Backfill and Compaction
 - 3.08 Manhole Construction and Installation
 - 3.09 Connections to Existing Manholes
 - 3.10 Connection Existing Pipes to New Manholes
 - 3.11 Wyes and Risers
 - 3.12 Service Installations
 - 3.13 Underdrains
 - 3.14 Lift Station and Force Mains
 - 3.15 Field Quality Control (Testing)
 - A. Infiltration Test
 - B. Test for Displacement of Sewers
 - C. Ovalation of Flexible Conduits
 - D. Video Inspection of Line Interior
 - E. Test for Pressure Lines
 - F. Air Test – Gravity Flow Lines
 - G. Manhole Tests
 - 3.16 Inspection Cleaning and Lamping
 - 3.17 Restoration and Cleanup
 - 3.18 Abandonment

Table - Allowable Pressure Drop

POWER AND BURIED WIRES - MINIMUM REQUIREMENTS

- 1. GENERAL
- 2. DEPTH OF BURY
- 3. WIRE LOCATIONS
- 4. BEDDING
- 5. MARKING TAPE
- 6. SEPARATION FROM OTHER UTILITIES

- 7. LINE IN PUBLIC RIGHTS OF WAY
- 8. CROSSING OTHER UTILITIES

CROSSINGS

ROADWAY CROSSINGS
ARROYO AND CANAL CROSSINGS
OVERHEAD INSULATED CROSSINGS

SLOPE STABILIZATION AND REVEGETATION

PART I - GENERAL
PART II - PRODUCTS
PART III - EXECUTION

BOARDWALK

DIVISION THREE – CONCRETE AND PAVEMENT

MINIMUM STANDARDS - CURB, GUTTER, SIDEWALKS, AND STREETS

GENERAL
PLAN APPROVAL
STREET CONSTRUCTION
STREET LAYOUT
SERVICE LINE INSTALLATION
DRAINAGE
MONUMENTATION

CURB, GUTTER AND SIDEWALK

- 1.00 SCOPE
- 2.00 GENERAL PROVISIONS
- 3.00 PROTECTION OF EXISTING FACILITIES
 - 3.01 General
 - 3.02 Responsibility for Repair
- 4.00 MATERIALS
 - 4.01 Select Materials
 - 4.02 Concrete
 - 4.03 Cement
 - 4.04 Aggregate
 - 4.05 Wire Reinforcement
 - 4.06 Air Entrainment Agents
 - 4.07 Curing Compounds
 - 4.08 Expansion Joint Material
 - 4.09 Water
- 5.00 GRADING
 - 5.01 Compaction
- 6.00 FORMS

- 7.00 MIXING CONCRETE
 - 7.01 Job Mixed Concrete
 - 7.02 Ready Mixed Concrete
 - 7.03 Retempering Concrete
- 8.00 CONSISTENCY
- 9.00 PLACING CONCRETE
 - 9.01 General
 - 9.02 Cold Weather Concreting
 - 9.03 Hot Weather Concreting
 - 9.04 Finishing Concrete
 - 9.05 Joints
- 10.0 CURING
 - 10.01 Liquid Membrane Curing
- 11.0 DEFACING, DEFECTIVE, AND DAMAGED CONCRETE
- 12.0 BACKFILLING
- 13.0 OPENING TO TRAFFIC
- 14.0 CONNECTIONS TO EXISTING SIDEWALKS
- 15.0 REPAIRS
- 16.0 ACCEPTANCE BY TOWN

STREET DESIGN AND CONSTRUCTION

PART I - GENERAL

- Scope
- Related Work Specified Elsewhere
- Plan Submission and Approval
- Quality Assurance
- Qualification of Asphalt Concrete Producer
- Qualification of Testing Agency
- Design Criteria

PART II - MATERIALS

- Selected Borrow Material
- Sub-Base
 - Gradation
 - Base Course
- Prime Coat
- Tack Coat
- Paving Materials
 - Aggregate
- Paving Asphalt

PART III - EXECUTION

- Sub-Grade Preparation
 - Field Control
- Grading
- Excavation
- Embankments
- Select Borrow Materials

Sub-Base Placement and Compaction
Base Course
Asphalt Paving
General
Job Conditions
Weather Limitations
Grade Control
Traffic Control
Prime Coat
Tack Coat
Plant Mixed Asphalt Surfacing
Job Mixing Formula
Mixing Plant
Transporting Asphalt
Equipment
Asphalt Distributor
Bituminous Pavers
Rolling Equipment
Hand Tools
Placement
Allowable Tolerances
Density
Thickness
Surface Smoothness
Placing the Mix
Continuity of Operation
Paver Placing
Hand Placing
Joints
Compacting the Mix
Testing
Density Control
Depth of Asphalt Control
Drainage
Cleaning and Protection
Cleaning
Protection
Patching
Adjusting Utility Grades
Frame and Adjustments
Placing Frames
Acceptance by the Town

TYPICAL DRAWINGS

STANDARD BEDDING DETAIL
SEWER / SEEP TRENCH DETAIL
CASING PIPE DETAIL
GATE VALVE DETAIL
FIRE HYDRANT DETAIL
AIR VACUUM STATION
BLOWOFF INSTALLATION
THRUST BLOCK DETAIL (2 pages)
3/4-1" WATER SERVICE
1-1/2" – 2" WATER SERVICE
SERVICE RECONNECTION
MANHOLE TYPICAL
DROP MANHOLE (2 pages)
GRAVITY CLEANOUT ELEVATION
PRESSURE CLEANOUT PLAN VIEW
SEWER SERVICE DETAIL
STORM DRAIN INLET
STREET DIMENSIONS
TYPICAL ROAD SECTION WITH PAN
TYPICAL ROAD SECTION WITH VERTICAL CURB
TYPICAL GRAVEL STREET
CUL DE SAC
CUL DE SAC (ALT)
CURB, CUTTER, SIDEWALK DETAILS
SIDEWALK DRAIN BOX
VALLEY PAN DETAILS
INTERSECTION DETAILS
PAVEMENT REMOVAL
DRIVEWAY DETAILS
MONUMENT DETAILS
HANDICAP RAMP (2 pages)
PARKING LAYOUT
CROSSING DETAILS

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

DIVISION 1 – GENERAL REQUIREMENTS

1. GENERAL PROVISIONS

The provisions stipulated in this section are general in nature and shall be considered as applicable to all parts of these Standards, including any supplements and revisions as allowed by Town ordinances and regulations.

2. PURPOSE

The purpose of these Standards is to provide minimum standards to safeguard life, health, property, and public welfare by regulating and controlling the design, construction, quality of materials, use, location, and maintenance of all Public Improvements and private improvements of common ownership including, but not limited to, sanitary sewer systems, water supply systems, storm drainage systems, wire utilities, streets, pedestrian facilities, open space, parking lots, and appurtenances thereto.

The purpose of these Standards is also to ensure that the Town receives public facilities which are constructed with the care and materials such that the facility meets or exceeds the normal service life requirements for similar installations. Also, to ensure that when said facilities are transferred to the Town's ownership that they will be free from all defects and in suitable working order to provide the service capabilities anticipated with such a facility while protecting public and private interests.

3. APPLICABILITY

Any reference to Town Standards, construction regulations, or the like in any Town ordinance, contract, policy, permit, license or regulations shall be deemed to mean these Standards. These Standards shall apply to construction, enlargement, alteration, moving, removal, conversion, demolition, repair, and excavation of any Public Improvements or private improvements of common ownership specifically regulated herein. The provision of these Standards applies to Town contracts, utility extension agreements, and contracts made for the development of property in the Town. In the case of Town capital improvement contracts, the project specifications may supersede or modify these Standards. Alterations, additions or repairs to existing improvements shall comply with all requirements of these Standards unless specifically exempted, in writing, by the Town. The Town retains the right to require additional information, criteria, or requirements as conditions may warrant. In instances where provisions of Town ordinances are inconsistent with these Standards, the stricter regulation shall prevail.

Wherever the words "these specifications", "Standards and Specifications", "Standards" or words of similar connotation are used, it shall be understood that reference is made to the Town of Ridgway, Standard Specifications and Typical Drawings for Infrastructure Design and Construction, including all parts, supplements and revisions pertaining thereto.

Whenever references are made to standard specification, methods of testing materials, codes, practices and requirements, it shall be understood that the latest revision of said references shall govern unless a specific revision is stated.

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

4. INTERPRETATION

In the interpretation of the provisions of these Standards the following shall govern:

4.01. In its interpretation, the provisions of these Standards shall be regarded as the minimum requirements for the protection of the public health, safety, comfort, convenience, prosperity, and welfare of the residents of the Town and the general public.

4.02. Whenever a provision of these Standards or any provision in any law, ordinance, resolution, rule or regulation of any kind, contain any restrictions covering any of the same subject matter, whichever standards produce higher quality shall govern.

4.03. These Standards shall not abrogate or annul any permits or approved drainage reports and construction plans issued or any easement or covenant granted before the effective date of these Standards. However, if the review and approval of construction plans, specifications, and associated engineering reports by the Town has occurred more than twelve (12) months prior to execution of the Encroachment and Excavation Permit or commencement of construction activities, or the improvements are not substantially complete, the Town shall have the right to require another review process for the plans, specifications, and reports to ensure compliance with these Standards.

4.04. The Town shall not act arbitrarily and shall take care to fairly interpret and enforce the requirements in these Standards and in the Town code and regulations. In addition, the Town shall not take actions beyond what is required in these Standards, the Town Code and regulations unless it is to protect the health, safety, and welfare of the public.

4.05. Where there is a conflict between these General Requirements, Technical Specifications, and Typical Drawings, the conflict should be promptly called to the attention of the Town and the Town will determine the resolution. In general, the more stringent standard shall apply. Where there are conflicts between the technical specifications and the typical drawings, the typical drawings will generally be the governing requirement

5. AMENDMENTS AND REVISIONS

These Standards may be amended from time to time in accordance with the Town Charter. It is the responsibility of the Responsible Party to obtain all revisions to these Standards.

6. DEFINITIONS AND ABBREVIATIONS

6.01. Definitions: Wherever the following words, phrases or abbreviations appear in the specifications, they shall have the following meanings:

AIR GAP shall mean the unobstructed vertical distance through the free atmosphere between the lowest opening of the potable water system feeding into a vessel and the flood level of the vessel.

BACKFLOW shall mean the undesirable reversal of the direction of flow in the potable water supply.

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

BACKFLOW PREVENTION DEVICE shall mean a device or means designed to prevent backflow or backsiphonage.

BACKPRESSURE shall mean a condition that results when the downstream pressure in a system connected to the potable water supply exceeds the upstream pressure of the potable water supply.

BACKSIPHONAGE shall mean a type of backflow created by negative pressure or sub-atmospheric pressure in the potable water supply.

CONTRACTOR shall mean a person, partnership, or corporation responsible to construct improvements (facilities, infrastructure, etc.) to be dedicated to the Town for ownership or maintenance or to be constructed in a Town right of way or easement.

CROSS-CONNECTION shall mean a link, connection, or channel between a source of a non-potable substance and a potable water supply.

DESIGNATED PRIVATE CONSTRUCTION WORK includes: private sewer systems, water and sewer service lines to buildings, grading, drainage structures, retaining walls, parking lots, private streets and walks, fire lanes, driveways, and associated construction.

DEVELOPER shall mean the person, partnership, or corporation responsible for financial obligations to provide improvements for the Town's continued ownership and maintenance or to be constructed in a Town right of way or easement.

DEVELOPER'S ENGINEER shall mean a duly registered professional engineer in the State of Colorado employed by the Developer to prepare the required engineered drawings and documents for the construction of improvements for the Town's continued ownership and maintenance or to be constructed in a Town right of way or easement.

DEVELOPER'S REPRESENTATIVE shall mean any person or persons authorized by the Developer to act on behalf of the Developer.

DOUBLE CHECK VALVE ASSEMBLY shall mean an assembly of two independently operating check valves between two tightly closing shut-off valves with four properly located test cocks for the testing of each check valve.

ENGINEER shall mean a duly registered professional engineer in the State of Colorado.

EXPRESSIONS: Wherever the words "as directed", "as required", "as permitted", or words of like meaning are used, it shall be understood that the direction, requirements, or permission of the Town Representative is intended. Similarly, the words "approved", "acceptable", "satisfactory" shall refer to approval by the Town Representative.

GRAVITY GREASE INTERCEPTOR (GGI) shall mean a plumbing appurtenance or appliance that is installed in a wastewater drainage system to separate non-petroleum fats, oils, and greases (FOG's) and solid food particles from wastewater and is identified by outdoor (usually below grade) installation, 300-gallon minimum volume, 30-minute minimum retention time, baffles, a minimum of two compartments, and gravity separation.

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

GREASE TRAP shall mean a generic term used to refer to all forms of grease separation and retention, no longer officially used in codes and standards.

HYDROMECHANICAL GREASE INTERCEPTOR (HGI) shall mean a plumbing appurtenance or appliance that is installed in a wastewater drainage system to separate non-petroleum fats, oils, and greases (FOG's) from wastewater and is identified by indoor installation, separation and retention efficiency, and flow rate. The design incorporates air entrapment, hydromechanical separation, internal baffling and/or barriers in combination or separately, and one of the following:

1. External flow control with air intake, directly connected
2. External flow control without air intake (vent), directly connected
3. Without external flow control, directly connected
4. Without external flow control, indirectly connected.
5. Certified under PDI G-101 and ASME A112.14.3

INSPECTOR shall mean an authorized representative of the Town and/or Town's Engineer working on behalf of the Town.

OWNER shall mean a person, company, firm, or corporation holding title to land that is being developed or modified within the Town.

OWNER'S REPRESENTATIVE (OR) shall mean any person or persons (including Engineer) authorized by the Owner acting on behalf of the Owner.

PUBLIC IMPROVEMENTS include: all work in the public right-of-way, Town property, easements dedicated to the Town, private property that will become Town property or an easement to the Town in the future, and projects or utilities that will become the Town's responsibility to maintain.

RECORD DRAWINGS shall mean a set of drawings prepared by a registered Professional Engineer in the State of Colorado which reflect the information of record for construction of any public improvements. Commonly referred to as "As-Builts".

REDUCED PRESSURE ZONE ASSEMBLY shall mean an assembly of two independently operating check valves with a hydraulic automatic operating differential relief valve between the two check valves and located between two tightly closing shut-off valves with four properly located test cocks.

RESPONSIBLE PARTY: These Standards are for the Design and Construction of Public Improvements and improvements in public rights of way, Town property and easements, and private property of common ownership. Therefore, the Responsible Party shall be anyone liable for the design and/or construction of public improvements projects related to these Standards and Specifications and may include but not be limited to the Contractor, Developer, permittee, builder, Engineer, consultant, and Owner.

SUBCONTRACTOR shall mean any person, company, firm, or corporation performing work within the Town limits which has a direct or indirect contract with the Responsible Party or other subcontractors and furnishes and/or performs on-site labor, and/or furnishes materials in connection with the performance of the Work.

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

SURETY shall mean the entity that is bound with and for the Responsible Party for the performance of the Work as described in these specifications. (Bonded)

TESTING AGENCY shall mean any individual, partnership, or corporation which is qualified and licensed to perform the required sampling, analysis, testing, and professional recommendation service.

TOWN shall mean Town of Ridgway, Colorado. When referencing an individual, the Town shall mean a designee of the Town Council.

TOWN CODE shall mean the official adopted Town of Ridgway Municipal Code of Ridgway, Colorado.

TOWN ENGINEER shall mean the Town Engineer, Town of Ridgway, Colorado, or his authorized representatives acting on behalf of the Town.

TOWN REPRESENTATIVE shall mean the Town Manager or his/her authorized representative acting on behalf of the Town.

TOWN STANDARDS shall mean Town of Ridgway's Standard Specifications and Typical Drawings for Infrastructure.

UTILITY shall include the water and sewer utilities of the Town of Ridgway and all other utilities (e.g. power, telephone, fiber, cable, gas, etc.) provided by other entities.

VACUUM BREAKER shall mean a device designed to prevent backsiphonage.

WORK shall mean furnishing all labor, materials, equipment, support services and incidentals to successfully complete all design and construction needed for the project consistent with the Town Standards and approved project plans and including all associated items such as but not limited to notifications, submittals, testing, safety precautions, and record drawings.

6.02. Abbreviations: Wherever any of the following abbreviations appear, they shall have the following meaning:

AASHTO	American Association of State Highway and Transportation Official
ACI	American Concrete Institute
ADA	American Disabilities Act
AISC	American Institute of Steel Construction
ANSI	American National Standards Institute
APWA	American Public Works Association
ASA	American Standards Association
ASTM	American Society for Testing and Materials
ATSSA	American Traffic Safety Services Association
AWWA	American Water Works Association
C.	Centigrade
CDPHE	Colorado Department of Public Health and Environment
CDOT	Colorado Department of Transportation
CMP	Corrugated Metal Pipe
CMPA	Corrugated Metal Pipe Arch

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

CUHP	Colorado Urban Hydrograph Procedure
CWCB	Colorado Water Conservation Board
DIP	Ductile Iron Pipe
EPA	US Environmental Protection Agency
F.	Fahrenheit
Fc	Footcandles
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
FIRM	Flood Insurance Rate Map
"Green Book"	AASHTO's "A Policy on Geometric Design of Highways and Streets"
HERCP	Horizontal Elliptical Reinforced Concrete Pipe
HDPE	High Density Poly-Ethylene
HPPS	Handbook for Public Playground Safety
IAAF	International Amateur Athletic Federation
IMSA	International Municipal Signal Association
ISO	Insurance Service Office
ITE	Institute of Transportation Engineers
MUTCD	Manual on Uniform Traffic Control Devices
NFIP	National Flood Insurance Program
NPDES	National Pollution Discharge Elimination System
OR	Owner's (Town's) Representative O&M Operation and Maintenance
OSHA	Occupational Safety and Health Association
PUD	Planned Unit Development
PVC	Polyvinyl Chloride
RCP	Reinforced Concrete Pipe
ROW	Rights-of-Way
SCS	Soil Conservation Service
UNCC	Utility Notification Center of Colorado
USDCM	Urban Storm Drainage Criteria Manual (MANUAL)
USC FCCCHR	University of Southern California Foundation for Cross-Connection Control and Hydraulic Research
USGS	United States Geological Survey

7. ENFORCEMENT

7.01. Authority of the Town

- A. The Town Engineer or Town's Representative designated by the Council shall have the authority on behalf of the Town to ascertain that all design and construction of infrastructure, surface improvements, and facilities are at least equal to the minimum requirements set forth in the Town Standards and in other known applicable State and Federal requirements.
- B. The Town will resolve all questions that arise as to the quality and acceptability of designs proposed, materials furnished, work performed, interpretation of the plans and specifications, and acceptable fulfillment of the requirements of the Town standards.
- C. The Town reserves the right to provide full-time or part time construction inspection (Town representative) of all infrastructure and improvements which the Town will ultimately own and/or

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

- maintain or which is located in Town easements or rights of way. The cost of such inspection will be charged to the Responsible Party at a predetermined hourly rate. Any concerns from the Responsible Party will be reviewed promptly by the Town.
- D. The Town's representative, if provided, is there to ensure that the work complies with these Standards and the approved project plans. The Town's representative has the authority to reject defective material, defective workmanship, and to suspend work until such time as the Responsible Party shall correct the situation in question, subject to final decision by the Town.
 - E. The Town's representative is authorized to inspect all work and all material furnished. Inspections may extend to all or any part of the work and to the preparation, fabrication, or manufacture of the materials to be used. The Town's representative is not authorized to revoke, alter, or waive any requirements of these Standards. They are authorized to call the attention of the Responsible Party to any failure of the work or materials to conform to these Standards. The Town's representative will have the authority to reject materials until the Town resolves any and all questions at issue.
 - F. The Town and its representative will, at all times, have reasonable and safe access to the work whenever it is in preparation or progress and the Responsible Party will provide proper facilities for such access and inspection.
 - G. The Town will have the authority to stop work whenever such stoppage may be deemed necessary.
 - H. The Town's representative will, in no case, act as foreman or perform other duties for the Responsible Party nor interfere with the management of the Work performed by the Responsible Party. Any "advice" or "opinion" which the Inspector may give the Responsible Party will not be construed as binding upon the Town Representative or the Town in any way or release the Responsible Party from fulfilling all of the terms of these Standards and the approved plans. The presence or absence of the Town's representative will not relieve, in any degree, the responsibility or the obligation of the Responsible Party.
 - I. The Developer and/or the Developer's Engineer may assign an inspector to check any and all Work, including materials to be incorporated in the Work, and all construction methods and practice at his or the Developer's expense. The Developer's inspector will not reduce or eliminate the Town's ability to inspect the Work or enforce compliance with the approved construction documents and the Town's Standards and to assess the charges for such inspection and enforcement to the Developer or Responsible Party.
- 7.02.** Violations: No person, firm, or corporation shall construct, enlarge, alter, repair, move, improve, remove, excavate, convert, or demolish any Public Improvements or private improvements in common ownership or permit the same to be done in violation of these Standards. Whenever any work is being done contrary to the provisions of these Standards, the Town's representative may order the Work stopped by a written notice in accordance with Section 16 of these Standards.
- 7.03.** Deviations
- A. The provisions of these Standards are not intended to prevent the use of any material or method of construction not specifically prescribed by these standards, provided any alternate has been previously approved and its use authorized in writing by the Town.

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

- B. Whenever there are practical difficulties involved in carrying out the provisions of these procedures not created by the Responsible Party, the Town may grant a deviation for individual cases, provided that the Town shall first find that a unique reason makes these standards impractical and that the modification is in conformity with the intent and purpose of these standards, and providing that such deviation does not lessen any design requirements or any degree of structural or operational integrity. The Responsible Party shall provide the Town with sufficient specifications, evidence, justification, calculations, and/or proof to substantiate any claims that may be made regarding the hardship and alternate material, detail, or technique. The Town, in its sole discretion, will decide upon the acceptability of any proposed deviation.

8. RESPONSIBLE PARTY RESPONSIBILITIES

8.01. It shall be the responsibility of the Responsible Party and his representatives to read and fully comply with all the provisions of the Standards and all laws and regulations that apply to local and state agencies. The Responsible Party is responsible for ensuring that all construction and construction activities and materials are in compliance with these Standards.

8.02. The Responsible Party shall take such precautions as may be necessary to provide a safe work environment, prevent damage to the project and other properties, provide for public safety, normal drainage, and erect any necessary barricades, signs, or other facilities at his expense as required by these Standards and good construction practice.

8.03. The Responsible Party shall be solely responsible for all construction means, methods, techniques, sequences, and procedures and shall be responsible for the acts and omissions of his employees, Subcontractors, and their agents and employees.

8.04. The Responsible Party shall be solely responsible for locating all existing underground installations, including service connections, in advance of excavating. Town maps and databases are intended to be used for general information only, and the location of any utilities or property lines as found on the maps or databases shall be verified in the field prior to proceeding with design where interferences may occur or with work in the area as applicable.

8.05. The Responsible Party shall conduct all his activities in a manner that protects all existing infrastructure and improvements.

8.06. The Responsible Party agrees to indemnify and hold harmless the Town, its officers, employees, consultants, insurers, and self-insurance pool, from and against all liability, claims, actions, and demands, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, violation of statute, ordinance, or regulation or any other loss of any kind whatsoever, which arise out of or are in any manner connected with this contract, if such injury, loss, or damage is caused in whole or in part by, or is claimed to be caused in whole or in part by, the act, omission, error, Contractor error, mistake, negligence, or other fault of ++the Responsible Party, any Subcontractor of the Responsible Party, or any officer, employee, representative, or agent of the Responsible Party or of any Subcontractor of the Responsible Party, or which arise out of any workmen's compensation claim of any employee of the Responsible Party or of any employee of any Subcontractor of the Responsible Party. The Responsible Party agrees to investigate, handle, respond to, and to provide defense for and defend against, any such liability, claims or demands at the sole expense of the Responsible Party. The Responsible Party also agrees to bear all other costs and expenses related thereto, including court costs and attorney fees,

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

whether or not any such liability, claims, or demands alleged are groundless, false, or fraudulent. Responsible Party shall procure and maintain, and shall cause any Subcontractor of the Responsible Party to procure and maintain, the minimum insurance coverages listed below. The Responsible Party shall not allow any Subcontractor to commence Work on this project until all similar insurance required of the Subcontractor has been obtained and approved. For the duration of his Work, the Responsible Party must maintain the insurance coverage required in this section. Such coverages shall be procured and maintained with forms and insurers acceptable to Town. All coverages shall be continuously maintained from the date of commencement of Work to cover all liability, claims, demands, and other obligations assumed by the Responsible Party Responsible Party. The Responsible Party shall provide a Certificate of Insurance with the Town, its officers, employees, consultants, insurers, and self-insurance pool as additional insured. Limits of insurance shall be consistent with those required for an Encroachment Permit.

8.07. The Responsible Party shall provide proper and safe conditions for inspection of the Work.

8.08. The Responsible Party shall arrange and pay for all testing required to demonstrate Work and materials conform with the Town Standards.

8.09. The Responsible Party shall not cover or enclose work until inspected and tested in the presence of the Town's representative. When tests and inspections are complete, they shall be checked and approved by the Town. Should any work be enclosed or covered up before such inspection, testing and approval, if requested by Town, the Responsible Party shall at his expense uncover work unless the Responsible Party has given the Town timely notice of Responsible Party's intention to cover the same and the Town has not acted with reasonable promptness in response to such notice. If any Work is covered contrary to the Town's request, the Work must be uncovered by the Responsible Party for Town's observation and replaced at Responsible Party's expense. After inspection testing, and approval, Responsible Party shall make all repairs as necessary to restore all work disturbed by him to its original condition.

8.10. If Work is performed during non-regular hours as defined in Paragraph 13.01 without authorization of Town and Work is covered during that period, Work must, if requested by the Town, be uncovered for Town's observation and replaced at Responsible Party's expense in accordance with paragraph 7.09.

8.11. The Responsible Party shall provide and maintain adequate water service for drinking and sanitation purposes, as well as for construction purposes at the job site throughout the duration of construction. He/she shall also provide proper sanitary facilities, as and where needed, for the duration of the construction.

8.12. The Responsible Party shall be required to provide adequate construction signing, flagmen, barricades, etc. to warn vehicular and pedestrian traffic of work in progress, obstacles, etc., and divert traffic as may be required in the course of construction. All signing and traffic control shall be subject to approval of the Town Marshall and generally in accordance with the Manual of Uniform Traffic Control. When specifically authorized by the Town Marshall, portions of a street may be allowed to be partially closed to traffic for construction, though typically not more than one half the street at the time. Responsible Party shall make every attempt to minimize time of such closures. In addition to the requirements listed below under "Disruption of Service", Section 14.02 it shall be the responsibility of the Responsible Party to notify the Marshall, Sheriff, Fire, Ambulance, and other applicable emergency services at least 24 hours prior to such closures.

8.13. The Responsible Party shall provide submittal information including samples, drawings, reports, field notes, cutsheets, certifications, and data as appropriate on all specific materials to be supplied for review and approval by the Town for conformance with Town Specifications. Samples shall be collected, stored and

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

tested in accordance with methods in these Standards, or if not addressed in these Standards, as specified by the Town. Tests of materials shall be by an entity acceptable to the Town. Materials for construction shall not be purchased prior to such approval. Shop drawings shall be provided for major mechanical installations such as lift stations, pressure reducing stations, etc. Shop drawings shall be of a scale sufficiently large to show all pertinent features of the item and its layout, setting, method of connection, etc. to the Work.

8.14. Responsible Party agrees to properly maintain his Work and shall be responsible to repair any damages to Town or private property, street surfaces or improvements which impacted or are caused in any manner by the Responsible Party's Work including off site impacts.

9. PLANS FOR REVIEW

9.01. The Developer or other Responsible Party shall submit to the Town for review and approval completed plans and specifications for any proposed improvements including water, sanitary and storm sewer, streets, walks, parks, wire utilities, etc. that will become the ongoing ownership and/or maintenance of the Town or be constructed on Town property or in a Town right of way or easement. The Responsible Party will be provided with written comments and questions which result from the Town's review. Unless the requirement is waived by the Town, plans and specifications shall be prepared and stamped by an Engineer.

9.02. Plans shall include an overall plan which shows lots and blocks to be served and the locations of all utilities to be constructed. Reference to the sheet which contains the detail for the area shall also be shown.

9.03. Detail plans for all infrastructure and surface improvements shall have a minimum scale of 1 inch equals 50 feet unless the minimum lot size is larger than 3.0 acres in which case the minimum scale shall be 1 inch equals 100 feet. The scale in all cases should be sufficient to clearly illustrate the Work. Utilities should be color coded on the plans per the colors required by UNCC with lot lines and building footprint in faded background line types on utility plans. Plan view drawings shall include at least 2 foot contours to show overall topography of the lots to be served and the existing and proposed topography of the streets and drainage. Water plans shall show the location, dimension, and grades of the existing and proposed water mains, valves, fittings, hydrants, and other appurtenances, and all service lines with reference to property lines and stationing. Profiles shall be required, unless waived by the Town on an individual project basis for very short extensions. Roads and sewer lines shall have the same minimum scale and shall include both plan and profile on the same page and at related scales. Profile drawings should show all taps and crossings (including all utility mains and service lines, culverts, storm sewers etc.). Sewer plans shall show location, dimensions, stationing, and grades of mains, manholes, taps, and appurtenances. Street plans shall include locations, stationing, dimensions, and grades for centerline and gutter or drainage. Monumentation of new streets shall include permanent centerline monuments which shall be shown on the plans. All other proposed improvements shall be shown on the plans as should all existing infrastructure and improvements.

9.04. Unless otherwise approved by the Town, utility lines and pipes shall be perpendicular or parallel to rights of way lines.

9.05. Detail drawings shall be of a scale sufficient to clearly describe the particular item. The type, size, approximate location and number of all known underground utilities shall be shown on all drawings.

9.06. Where materials to be furnished are other than those commonly used by the Town, the plan submittal should include specifications and support information for those materials so that the Town can

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

determine that the materials meet the intent of these Standards. The Responsible Party should be aware of and comply with the Operation and Maintenance submission requirements in Section 18.

9.07. The cost of development review and enforcement including but not limited to design review, legal review, and inspection of these Standards and related Town ordinances and regulations will be based on the Town Code as amended from time to time. Refer to the Ridgway Municipal Code for fees and out-of pocket costs the Town incurs including but not limited to for Engineers, technical review, attorney's fees and/or other reasonable expenses.

9.08. The Town shall review and return one copy of said plans (assuming more than one copy was submitted) with either a stamp of approval or a letter designating necessary revisions required to receive approval. Upon presentation of the plans revised as per this letter, the Town will approve the plans without undue delay unless there are other changes to the plans which create problems or the revisions are not re-submitted within 60 days in which case they will be re-checked as outlined in the next paragraph.

9.09. If resubmittal of plans is required, the resubmitted plans shall indicate all revisions (including those not requested by the Town) from the previous submittal. If the Town supplied written comments the Responsible party shall provide a letter explain how each question was addressed. It is suggested that the Responsible Party also provide a letter responding to each of the Town's verbal comments as well.

9.10. Construction plans approved by the Town shall be effective for a period of 12 months from the date of approval unless otherwise approved in writing by the Town. After 12 months, the documents for Work not yet constructed shall be subject to re-review by the Town to bring those portions of the documents into compliance with then current Town Standards and Drawings.

9.11. Where it is determined that utility lines are necessary to serve property beyond the subdivision or development in question, the Developer will be required to design, properly size, and construct the system to permit future extensions to be made at the limits of the subdivision or development in question. Public utility systems must be designed and constructed along roads and/or through the development to facilitate future extensions.

10. RESPONSIBILITY FOR DESIGN AND CONSTRUCTION

The Town shall have full authority to review and approve all submittals and construction for compliance with Town Standards. An approval or acceptance by the Town does not relieve the Responsible Party from responsibility for ensuring that the calculations, plans, specifications, construction, and Record Drawings are in compliance with these Standards. Any approval or acceptance by the Town shall not result in any liability to the Town or its employees and consultants for any claim, suit, loss, damage, or injury resulting from the use or implementation of the approved document.

11. EASEMENT REQUIREMENTS

11.01. The following are the minimum utility easement requirements adjoining a right of way:

Front	10'
Rear with alley	5'

11.02. Side and rear lot easements are required when there is a specific need.

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

11.03. For all other easements not adjoining a right of way, the following minimums are required:

Minimum	20'
For single subsurface utility	3 * invert depth
For ditches and drainages	12' + top bank width
For multiple sub-surface utilities	3' * the invert depth of deepest utility + 5' between each utility + meet requirements below for the distance to the edge of the easement.

11.04. Buried utilities shall be no closer than 1' horizontal from the edge of the utility easement for each foot of depth and no utility, ditch or drainage structure should be within 3' of the edge of an easement.

11.05. Minimum separation between water and non-potable lines shall be 10' consistent with the sanitary protection requirements in the Minimum Water (Chapter 2, Section 02712) and Minimum Sewer (Chapter 2 Section 02722) Standards.

11.06. Street right of way widths shall take into account the need for future, currently unanticipated, utilities.

12. PRE-CONSTRUCTION MEETINGS

12.01. Pre-Bid Meeting: On projects where the Responsible Party will be receiving bids, the Responsible Party is encouraged to have a meeting for interested bidders prior to receiving bids. The Responsible Party should invite all bidders and all utilities which are involved in the project to attend the meeting. One purpose of the meeting should include to make bidders aware of: the scope of the project, the site conditions, and Town requirements.

12.02. Pre-Construction Meeting: Unless the requirement is waived by the Town, a pre-construction meeting shall be held prior to commencing construction. In attendance shall be the Responsible Party, his Contractor including the on-site project superintendent and representatives of the Town as designated by the Town. Representatives of other utilities which will be impacted by the project shall be given notice of the meeting sufficiently in advance by the Responsible Party or his representative to reasonably allow their attending. The purpose of the meeting will be to review and coordinate construction schedules, review Town requirements during construction, address any questions, discuss anticipated problems, establish ground rules for working together, and develop an inspection schedule.

13. NOTIFICATIONS BY RESPONSIBLE PARTY

13.01. Notification prior to Work: The Responsible Party shall notify the Town at least three (3) working days before beginning any Work. If, for any reason, the Responsible Party should halt Work on a project during any stage of construction for more than one working day, it shall be the responsibility of the Responsible Party to notify the Town or its designated representative a day (orally or in writing) in advance of resuming construction.

13.02. Non-Regular Work Hours: If the Responsible Party intends to work non-regular work hours, Responsible Party shall notify the Town in writing and receive written approval at least 24 hours prior to such work, except in the event of an emergency. Failure to provide such notifications may provide sufficient cause for the suspension of the Project in accordance with Sections 13 and 16 below.

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

13.03. Emergency Notice: In the case of an emergency situation, the Responsible Party shall notify of the Town by contacting the on-call Town Representative, and then proceed to safely address the emergency situation(s). Once the emergency is safely addressed, work shall cease until proper notice can be given. The non-emergency Work will then proceed in accordance with a normal work schedule. If any Work is completed and covered without oversight by the Town, that Work shall, at the Town's request, be uncovered, at no expense to the Town, so that the Town can confirm the work was completed in accordance with the approved plans and these Standards.

13.04. Testing: The Responsible Party or his representative shall be responsible for providing notice to the Town at least 24 hours in advance of any testing which will be to demonstrate compliance with the plans and Town standards. A representative of the Town shall be present at all tests for conformance with the plans and specifications and Town Standards and where applicable shall determine where and how the tests are performed. Should the Responsible Party fail to provide such notification and a representative of the Town not be present during any testing, the tests shall be deemed to have been at the convenience of the Responsible Party rather than for acceptance by the Town. The Town shall have the right to require retesting including re-exposing the work should that be necessary to demonstrate conformance with approved plans and specifications and Town requirements.

14. CONTROL OF WORK AND MATERIALS

14.01. Work Hours: Except in an emergency, the Responsible Party shall not permit work to proceed in non-regular Town work hours or overtime work without Town's written consent given in accordance with Section 13.02 regarding notification of Non-Regular Work Hours above. The Responsible Party shall reimburse Town for all expenses of Town including construction observation and testing, incurred as a result of working during non-regular hours. Regular hours shall not exceed 8 hours in a 24-hour period (and shall typically conform to the Town's normal work hours) nor 40 hours in a seven-day period, nor include Saturdays, Sundays, or legal holidays. All other work hours shall be considered "non-regular".

14.02. Delivery and Storage of Materials: The Responsible Party shall arrange for delivery of materials, products and equipment to the project site in undamaged condition in manufacturer's original, unopened containers or packaging, with identifying labels intact and legible. The Responsible Party shall store and handle products in accordance with manufacturer recommendations, referenced standards, and as specified in the specifications in a manner to protect from damage by moisture, weather, abuse, construction operations, etc. Materials shall be stored so as to ensure the preservation of their quality and suitability for the Work. Stored materials, even though approved prior to storage, will be subject to inspection prior to their use in the Work and must at that time meet all requirements of these Standards at the time they are used. Stored materials shall be located so as to facilitate inspection. The Responsible Party shall be responsible for providing adequate storage and protecting stored materials at his expense. All Federal, State, and Local requirements pertaining to storage and handling of materials must be followed.

14.03. Work Conditions

- A. Protect Public Safety: The Responsible Party shall maintain the condition of the Work site such that public safety and welfare are protected.
- B. Workmanship: Workmanship shall be the very best. Lack of quality in workmanship shall be considered sufficient reason for rejection in part or in whole.

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

- C. Site Maintenance and Cleaning: Throughout the construction period, the Responsible Party shall:
- i. Provide all required personnel, equipment, and materials needed to maintain the site in a reasonable standard of cleanliness and in accordance with this sub-section.
 - ii. Conduct cleaning and disposal operations to comply with local ordinances and anti-pollution laws.
 - iii. Not burn or bury rubbish and waste materials on project site.
 - iv. Not dispose of volatile wastes such as mineral spirits, oil, or paint thinner in storm or sanitary drains or in a manner which might cause ignition.
 - v. Not dispose of wastes into streams or waterways.
 - vi. Make provision to prevent "tracking" debris onto any public street and will be responsible for the promptly cleaning of any debris which is tracked and remedying any damage to Town infrastructure. In most cases a track pad of sufficient size to prevent tracking will be required.
 - vii. Maintain rights of way and surrounding properties free from accumulations of waste, rubble, debris, and rubbish caused by construction operations.
 - viii. Wet down dry materials and rubbish to lay dust and prevent blowing dust as frequently as necessary.
 - ix. At reasonable intervals during progress of Work, clean site and public properties, and dispose of waste materials, debris and rubbish in a legally allowable manner.
 - x. Provide on-site trash receptacles for collection and storage of waste materials in an orderly manner which will not impede normal or emergency access or people and equipment, nor obstruct drainage.
 - xi. Remove waste materials, debris and rubbish from the site and legally dispose of them at public or private dumping areas off Owner's property.
- D. Final Cleaning: At completion of Work, remove waste materials, rubbish, tools, equipment, machinery and surplus materials, and clean all exposed and visible surfaces. Correct any settlement and dress on areas impacted. Leave project clean and ready for intended use. Restore all disturbed surfaces to original condition. Maintain clean work site until project, or portion thereof, is accepted by the Town. Schedule final cleaning so Town can accept a completely clean project.

14.04. Defective Materials: All materials installed must conform with these Standards and shall be free of defects of manufacture or damage. Materials not meeting the requirements of these Standards will be considered defective and rejected. Any defective or damaged materials found in the construction or on the construction site shall be marked and removed from the site. In the event the Responsible Party fails to remove rejected materials from the construction site within a reasonable length of time, the Town may arrange for such removal at the expense of the Responsible Party.

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

14.05. Unacceptable or Unauthorized Work

- A. Work which does not conform to the Town Standards and/or which results in an inferior or unsatisfactory product will be considered unacceptable Work. Unacceptable Work, whether the result of poor workmanship, poor design, use of defective materials, damage through carelessness, or any other cause which is found to exist prior to the final acceptance of the Work will be immediately removed and acceptably replaced or otherwise satisfactorily corrected by and at the expense of the Responsible Party. This expense includes total and complete restoration of any disturbed land or surface to original or better than the original condition that existed before the repairs or replacement.
- B. Unauthorized Work includes Work which is conducted without Town approval of the plans or Work which is completed without giving required notice to the Town. The Town may reject the Work and require its removal or take other actions the Town feels are appropriate. Those actions may include issuing a Stop Work Order (see Section 16) and/or requiring the Responsible Party, at no expense to the Town, to expose the Work and allow the Town observe the materials and installation.

15. PROTECTION OF FACILITIES, PROPERTY AND IMPROVEMENTS

15.01. Protection of Existing Facilities and Improvements

- A. The Responsible Party shall contact the Utility Notification Service of Colorado at 1 (800) 922-1987 or by dialing 811 in adequate advance of Work and shall notify all utility companies and interested parties 3 business days prior to commencement of Work in order to ensure that there will not be interruptions of services during construction. The Contractor shall be liable for all damages to existing structures, public or private, and he/she shall hold the Town harmless from any liability or expense for injuries, damages or repairs to such facilities.
- B. The Responsible Party at all times shall take proper precautions for the protection of and prevent damage to public and private property including but not limited to utility lines, manholes, valve boxes, survey monuments, fences, driveways, culverts, storm drains, ditches, pans, mailboxes, plantings, and other structures and improvements that maybe encountered during construction. Hand excavation and support of existing lines shall be used where necessary.
- C. In the event that during construction it is determined that any underground utility conduit, including sewers, water mains, gas mains and drainage structures and any above ground utility facilities are required to be relocated, the Responsible Party shall notify the utility owner well in advance of his approach to such utility so that arrangements with the Town and/or owners of the affected utility can be completed without delay of the Work. Prior to constructing over another utility, notify the utility and resolve any conflicts.
- D. Responsibility for Repair
 - i. The Responsible Party shall be liable for all damages to existing structures and improvements, public or private caused by his activities or inactivities, and he/she shall save the Town harmless from any liability or expense for injuries, damages, or repairs to such facilities.

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

- ii. Should any utility be damaged in the construction operations, the Responsible Party shall immediately notify the owner of such utility, and unless authorized by the owner of the utility, the Responsible Party shall not attempt to make repairs. The Responsible Party will be responsible for the cost of repair of underground pipes, wires or conduits damaged by them or their Subcontractors completed to the satisfaction of the owner.
 - iii. The Responsible Party will be responsible for the repair of any damage or destruction of property resulting from neglect, misconduct, or omission in his manner or method of execution or non-execution of the Work or caused by defective Work or the use of unsatisfactory materials. The Responsible Party will restore such property to a condition equal to or better than that existing before such damage or injury was done by repairing, rebuilding, or replacing it as may be directed by the Town, or they will otherwise make good such damage or destruction in a manner acceptable to the Town and the property owner.
- E. The Responsible Party is required to provide each property with access to and from the property during the time of construction. Existing driveways shall be cut, filled, and graded as required to meet new construction. Existing driveways shall be resurfaced with the presently existing type of surfacing whenever existing surface is destroyed.
- F. The Responsible Party will protect and carefully preserve all land boundary, topographic, and Town survey control monuments unless otherwise arranged in writing with the Town. All monuments disturbed or removed by the Responsible Party through negligence or carelessness on his part or on the part of his employees or Subcontractors will be replaced by a land surveyor registered in the State of Colorado, at the Responsible Party's expense.
- G. Where compaction activities could potentially impact existing improvements, the Responsible Party shall coordinate with the owner of the existing improvements to ensure protection of those improvement.

15.02. Public Safety and Convenience

- A. **Disruption in Service:** Should it be necessary for any utility service to existing consumers to be disrupted for any reason, the Responsible Party shall provide as much notice as possible to those whose service will be disrupted coordinating such activity with the Town to minimize impact on consumers and assist the Town in providing inspection. Responsible party shall schedule Work in a manner which will minimize disruption and inconvenience to others. At a minimum, the Responsible Party shall provide written notice to each effected consumer at least 48 hours in advance with the time, date, and estimated length of the disruption. Notice shall be by personal contact and written notice to each structure. When service to commercial customers will be disrupted, the Responsible Party and the Town shall meet with each business at least three days in advance and determine when it would be least inconvenient to have service disrupted. If at all possible, the service interruption shall be at time which will have the least impact on all the consumers effected. Should construction necessitate street or road closures, advanced notice in local newspaper will also be required. When the Work involves excavation adjacent to any building or wall along the Work, the Responsible Party will give property owners due and sufficient notice thereof, in writing with a copy to the Town. When possible, any construction operations which will result in disruption of services to residential consumers, shall be done between the hours of 10 a.m. and 4 p.m. or 11 p.m. to 4 a.m.

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

- i. **Emergency Disruption:** When service is unexpectedly disrupted, the Responsible Party shall notify each effected consumer as expeditiously as possible and notify when service will be restored and shall use all means at his disposal to minimize the length of disruption.
 - ii. **Minimizing Disruptions:** The length of disruption in service shall be kept to an absolute minimum. All Work which can be done in advance shall be done and inspected and found acceptable by the Town and other appropriate entities before the service interruption begins. All personnel, materials, and tools shall be on site and ready prior to disrupting service. Responsible Party shall make use of personnel, materials, and equipment which will reduce the length of service disruption. For example, megalugs and temporary restraints shall be provided in addition to required thrust blocks so water lines can be repressurized as soon as initial backfill is compacted.
 - iii. **Phasing Disruptions:** When the Work which will cause the disruption can be phased, the Developer in coordination with the Town shall work with the effected customers to determine whether one long or multiple shorter disruptions are preferable.
- B. **Use of Explosives:** The use of explosives must be approved in writing by the Town and will only be allowed when no less dangerous method is practical. If approved, the Responsible Party will use the utmost care to protect life and property and shall be liable for any damages which result. Signals warning persons of danger will be given before any blast. Excessive blasting or overshooting will not be permitted. The Town will have authority to order any method of blasting discontinued that leads to overshooting, is dangerous to the public, or destructive to property, environment or natural features.

Before any blasting is to be performed by the Responsible Party, a certificate of insurance indicating special blasting coverage in the following minimum amounts will be filed with the Town:

Property damage, each accident	\$2,000,000
Public liability, bodily injury single limit or equivalent, each accident	\$2,000,000

The Town reserves the right to require additional insurance coverage if the circumstances warrant.

The Town has the right to require detailed inspections by an independent consultant or by Town Inspectors on any structures or properties located in the vicinity of the blasting, both before and after the blasting activity. The cost for such inspections shall be the responsibility of the Responsible Party.

- C. **Protection of Potable Water Supply, Streams, Lakes, and Reservoirs**
- i. The Responsible Party shall conserve water and shall not waste or let streams flow unused and shall be sure that waters used for cleaning and flushing are disposed of in a manner which will not create a health, safety, or nuisance problem. The Responsible Party shall furnish all needed Backflow devices to ensure sanitary protection of the Town's water supply. The Owner reserves the right to curtail the Responsible Party's use of water during periods of shortage in its transmission and distribution system.
 - ii. The Responsible Party will take all necessary precautions to prevent pollution of streams, lakes, and reservoirs by sediment, fuels, oils, bitumens, calcium chloride, fertilizers, insecticides, or other harmful materials. They will conduct and schedule their operations to avoid or minimize runoff, pollution, and/or siltation of streams, lakes, and reservoirs. A plan for erosion protection and drainage control shall be submitted to the Town, and all required

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

drainage and erosion control measures shall be in place before starting Work. All Work must conform to all applicable local, state, and federal regulations.

- iii. Responsible party shall avoid interrupting the flow in any streams, drainages, flumes, canals, or similar facilities.

16. CONSTRUCTION SAFETY REQUIREMENTS

16.01. All installations shall be made in a safe manner which complies with current OSHA and other applicable local, state, and federal requirements. The Responsible Party shall be solely responsible for providing adequate safety on the project.

16.02. Although not obligated to do so, if the Town observes any unsafe work condition at any time, they may issue a stop work order until the unsafe condition is properly remedied.

16.03. When, in the opinion of the Town, the Responsible Party has not taken sufficient precautions for the safety of the public or the protection of the Work to be constructed, or if adjacent structures or property which may be damaged by processes of construction on account of such neglect, and an emergency arises and immediate action is considered necessary in order to protect private or public interests, the Town, WITH OR WITHOUT NOTICE to the Responsible Party, may provide suitable protection by causing such Work to be done and material to be furnished and placed as the Town may consider necessary and adequate. The cost and expense of such Work and material so furnished will be borne by the Responsible Party and will be paid within 30 days of presentation of the bills. The Town may also draw from the Responsible Party's Surety to cover any non-payment, including accrued interest and applicable overhead costs. The performance or non-performance of such emergency Work under the direction of the Town will in no way relieve the Responsible Party of responsibility for damages which may occur during or after such precaution has been taken.

17. STOP WORK ORDER

17.01. Any Town approval may be revoked or suspended by the Town and a Stop Work Order may be issued after adequate notice to the Responsible Party if the Responsible Party fails to adequately address the notice in a timely manner given the situation (taking into consideration health, safety and welfare), for:

- A. Violations of any condition of the Encroachment and Excavation Permit or of the approved construction drawings or specifications; or
- B. Violation of any provision of these Standards; or
- C. Existence of any condition or the occurrence of any act which may constitute or cause a condition endangering health, life, or safety, or serious damage to property.

17.02. A suspension or revocation by the Town and stop work orders shall take effect immediately upon notice to the person performing the Work in the field or if no one is on site to receive notice, to the project lead or a representative of the Responsible Party and shall remain in effect until such time as the Town cancels the Order in writing. A failure to abide by the terms of the suspension or revocation will be considered a violation of Town ordinance.

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

17.03. Upon receipt of a Stop Work Order, the Responsible Party shall be responsible for taking such precautions as may be necessary to prevent damage to the project, prevent inconvenience or hazardous conditions for the general public, provide for normal drainage, and to erect any necessary barricades, signs, or other facilities which may be necessary or directed by the Town.

18. CHANGES TO APPROVED PLANS

18.01. All proposed changes, except minor field changes, to the approved plans shall be submitted to the Town for review and written approval obtained prior to commencing construction. Such changes shall be submitted as soon as they are contemplated to allow as much review time as is possible and to adjust any other facilities which may be impacted by the change. "Changes" include additions and deletions as well as changes to all utilities and improvements located in public rights of way, on Town property, or in utility or other Town easements.

18.02. The Responsible Party shall distribute copies of approved changes to the Town, Utility Owner, Responsible Party sub-contractors, Developer and the Developer's Engineer and other parties with an interest or impact. No Work shall proceed on that portion of the project being revised until said revisions are submitted, approved by Town and Utility Owner and Developer and distributed.

18.03. Field changes shall be discussed with the Town and shall receive a verbal approval before being implemented. Field changes shall be defined as minor deviations in the Work which do not result in significant changes in location or function or minimum standard of the item being altered, nor a change in contract price.

19. RECORD (AS-BUILT) DRAWINGS AND OPERATION AND MAINTENANCE DATA

19.01. Unless otherwise agreed in writing, during construction the Responsible Party shall keep a log of the construction progress and the field location of the new facilities. All buried facilities and lines shall be tied to permanent surface monuments, using centerline monuments when available, at 200 foot intervals or less. Valves, fittings, appurtenances, vaults, cleanouts, and manholes shall be tied to a minimum of three permanent surface monuments. Water service connections shall also include distance from the closest valve to valve box and for sewer services the distance from the manhole and the depth from the sidewalk to the invert of the dead end stub. Depths and elevations shall be recorded at each station as well. Record Drawings shall be 24" x 36" lettered drawings, at a scale at least as large as required in Section 8, shall be prepared noting the final sizes, locations, and ties at all of the required locations. These drawings shall also note the brand names, model numbers, and sizes of all manufactured equipment installed as part of the project. Approved Record Drawings shall be a requirement for release of security and/or final completion unless the deadline is specifically extended by the Town. Once the Record Drawings have been approved by the Town, the Responsible Party shall promptly submit a mylar copy of the approved drawings, a digital copy in an AutoCAD 2020 readable and edit-able format and a shape file the Town can insert in to their GIS system per the following:

- A. DIGITAL MAP FILE SUBMITTALS: Submittals require all map related data to be submitted in digital map files in either CAD (DWG), GIS (shapefile or geodatabase), or both CAD and GIS formats.
- B. ASSOCIATED TABULAR INFORMATION: Pertinent tabular information associated with the map data being submitted is required to be included within the CAD or GIS files. For example, all feature types need to be defined and easily distinguishable from one. In addition, each feature all pertinent

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

information associated to the individual features needs to be included with that feature inside the CAD or GIS file.

- C. COORDINATE SYSTEM: It is required that all digital map data submittals have a known coordinate system assigned to them. That coordinate system needs to be either the Ouray Local Coordinate System or NAD 1983 State Plane Colorado South FIPS 0503 US Feet. The vertical datum is required to be defined as NAVD88.

19.02. Where equipment is installed which is not the same as equipment already in use in the Town system, the Responsible Party shall submit manufacturer's operation and maintenance literature on the equipment or device. If necessary, Responsible Party shall provide supplemental O & M data on materials if there is not sufficient detail in the manufacturer's literature to operate and maintain the equipment and for complete repair of all repairable parts. Such information shall be submitted and approved by the Town prior to the Town accepting the project as Substantially Complete. Any specialized tools required to perform such O & M shall be provided to the Town at no expense to the Town. Unless the Town already has an inventory of spare parts for the particular equipment, a complete set of spare parts to overhaul the equipment shall be provided by the Responsible Party (or Developer) to the Town prior to final acceptance.

20. ACCEPTANCE, OPERATION AND MAINTENANCE

20.01. The requirements in this section are in addition to the requirements in the Encroachment and Excavation Permit for the Work.

20.02. Following the Town determining the construction has been satisfactorily completed, all required satisfactory testing as defined in applicable minimum and standard specifications being completed and submitted, and delivery of all required equipment and materials and necessary documents (including Record Drawings and any required O&M data) to convey the system and appurtenant easements to the Town, the Town will give preliminary acceptance to the project. At this time the facilities may be tied into the Town system and service provided. For the first twelve months thereafter, longer if agreed to by Town and the Responsible Party, referred to as the Correction Period, the Responsible Party will be responsible for all operation, maintenance, and repair costs including but not be limited to, the cleaning of streets, patching of potholes, and maintenance and repair of water, storm and sanitary sewer facilities. The cost of any routine maintenance not performed by the Responsible Party that must be performed by the Town will be billed to the Responsible Party at cost plus twenty five percent (25%). During that period, the Town shall be notified when O & M and/or repairs will be performed on the facilities, and at the Town's option it may elect to have an Inspector present during such operations.

20.03. In the event of a water main break, sanitary sewer main blockage, street or bridge failure, or other emergency that may occur during the correction period, it may become necessary for the Town to undertake immediate repairs to the facilities and/or make the area safe to residents, pedestrians, or motorists. The Town will attempt to contact the Responsible Party in the event of such emergency. However, if the Responsible Party or his representative cannot be contacted quickly or if the Responsible Party is unable to take immediate action to relieve the urgent situation, the Town may proceed with such action as deemed necessary by the Town Representative, and the Responsible Party will be billed for all costs of these actions at cost plus twenty five percent (25%).

20.04. Before the end of the correction period there shall be an inspection of the system which will include a physical, and possibly video, inspection of the construction and a review of the O & M records. The

EXHIBIT A

DIVISION 1

GENERAL REQUIREMENTS

Responsible Party shall notify Town of when facilities are ready and schedule the inspection. Failure to notify the Town will be reason to extend the inspection period. If, in the opinion of the Town, the system is performing satisfactorily, the Town will accept the facilities following proper assignment of all Responsible Party and vendor warranties on the Project, and assume maintenance of it. The Town may elect to extend the period of Developer's maintenance beyond twelve months until any on-going problems are corrected. If the Developer fails to correct any problems within one month of notification, the Town may correct the problems and collect the costs it incurs from the Developer at cost plus 25%. Such costs, if not promptly paid shall be a delinquent charge which may be assessed against the property being developed, in addition to any other rights and remedies the Town may have. If significant deficiencies are identified in any of the Work, the Town at its discretion may extend the correction period for up to 12 months from when the Town finds the deficiencies are remedied.

21. SERVICE RATES

21.01. The Town reserves the right to set rates for supplying services to a Development which are commensurate with the costs associated with providing the services. This means that in some instances it may be necessary to place a surcharge or to charge a higher rate to provide services to certain areas. The foregoing provisions may be modified by appropriate utility extension agreements.

21.02. During the correction period when the Town is providing services, but before the one-year inspection, the Town will charge users for the services and control all taps as provided in Town Ordinances and Regulations.

DIVISION 2 – SITE WORK**SECTION 02200 – EXCAVATION, BACKFILL, AND COMPACTION****1. GENERAL**

These specifications are general in nature and are designed to cover excavation and backfill for embankments, roadways, pipe lines and their appurtenances, and structures. In cases where a provision is applicable to a particular type of construction or use, it is covered in the specification for the specific application e.g. Standard Specifications for Sewer System. Where there is a more stringent requirement in such a specification, compliance shall be with the specific specification which is directly applicable to the situation.

A Contractor shall comply with all applicable laws and regulations including "Rules and Regulations Governing Excavation Work" of the State of Colorado and receive an Encroachment and Excavation permit from the Town when working on Town right of way.

1.01. Description

Work under this section includes clearing and grubbing, excavation, controlling surface flow, seep, and groundwater, dewatering and stabilization, bedding and backfilling, with moisture control, and grading, and compaction to specified density and elevations needed for construction as well as complete site restoration. Also included are stockpiling excavated material to be used as fill and removal of unsuitable and excess soils from site and furnishing and installing flowable fill.

1.02. Related Work Specified Elsewhere

Section 02508 - Asphalt Paving and Patching
Section 02712 - Water System - Minimum Design Standards
Section 02713 – Water System Construction
Section 02722 - Sewer System - Minimum Design Standards
Section 02723 – Sewer System Construction
Section 03000 - Concrete

1.03. Measurements and Levels

Contractor shall verify all drawing measurements and levels in relation to existing elevations, grades, and adjacent structures, and determine conditions and requirements for excavations, fill, backfill, and all sheeting, shoring, bracing, and protection of the premises and buildings. Contractor shall carefully and accurately lay out all lines and levels of the new construction before proceeding with any Work.

1.04. Conformance Testing

All testing shall be performed and arranged and paid for by the Contractor. OR will determine location and frequency of such tests to ensure that minimum requirements specified below are met at all locations. At Owner's discretion, Owner may arrange for or perform additional such tests. Each lift shall be tested for compaction and moisture content at two OR designated locations per 150 lf of trench and 2 tests per 600 sf of surface area and results shall be approved by the OR. If tests fail to meet the specified density or moisture content, or to pass proof rolling tests, additional tests will be required in the vicinity of the failed test to determine the extent of the inadequate compaction, then corrective actions shall be taken by the Contractor. After the deficiencies have been corrected, additional tests will be taken in approximately the

same location and number as was used to determine the extent of the failed area to demonstrate conformance with the specifications. The cost of all testing required due to failed tests and as needed to determine adequacy of compaction methods shall also be paid by the Contractor. In addition, Town reserves the right to contract directly for testing. The Contractor will be responsible to reimburse the Town for any Town contracted tests that fail to meet the contract requirements.

Contractor shall arrange and pay for tests for determination of maximum density and optimum moisture in accordance with the requirements of ASTM 698 - Moisture density relations of soils using a 5.5 lb. hammer and 12-inch drop for native materials and ASTM 1557 Modified Proctor for structural and road base materials. With ASTM 698 use method A, B, C, or D as appropriate, based on soil condition and judgment of the qualified party conducting tests. When appropriate, determine the correct rock correction. Samples tested shall be representative of materials to be placed.

Contractor shall arrange and pay for tests to determine optimum moisture density curve and Atterburg limits for each type of material or combination of materials encountered or utilized.

Tests for density control to verify the compaction of the materials in any area of backfill will be in accordance with the requirements of ASTM D 2922 - Density of Soil and Soil Aggregate In-Place by Nuclear Methods, or ASTM D 1556 - Density of Soil In-Place by the Sand-Cone Method. Use test results as basis for density control of compaction operations. The Town will also use visual observations of deflection (proof-rolling) to determine the adequacy of moisture control and compaction.

Organic content test results shall represent organics by percent of volume and by weight.

1.05. Existing Conditions

Protect from damage or restore to original condition all surface and sub-surface improvements existing prior to commencement of construction.

Prior to commencing construction, the Contractor shall be responsible for documenting the existing condition of the construction site and surrounding areas. Photographs and written descriptions of all substandard pre-existing conditions are recommended. Width of gravel and/or pavement, depth of such, and existence of drainage should be noted for roadways, as should broken fences and other landscape and structures which are in need of repair. Unless sub-standard conditions are adequately documented prior to commencing construction, the Contractor will be held responsible for restoring the site to conditions which the Town consider to be those which are standard and/or were pre-existing. Since construction equipment tends to be destructive of gravel and asphalt roads, particular attention should also be paid to recording conditions of roads which will be traversed by construction equipment even if there will not be any construction along the specific roadway.

1.06. Protection of Existing Utilities

The Town will assist the Contractor in locating existing utilities of which it has knowledge. Contractor shall be responsible for scheduling with the Town sufficiently in advance for the Town to have someone available to provide such assistance. It will be the Contractor's responsibility to contact all other utilities to get assistance in locating their lines and buried structures. The Contractor will be responsible for verifying the locations of all utilities and for repairing any damage caused by his Work. The Contractor must file notice of intent to excavate with each of these entities at least 48 hours prior to commencing work. All utility lines, including cables and pipelines, in the vicinity of the work shall be exposed by the Contractor

before work is started. If, after exposure, a conflict is discovered, Contractor shall propose a remedy which shall be subject to approval of the Town and all other effected parties.

2. PRODUCTS

2.01. Submittals

Contractor shall furnish preliminary representative test samples of native and base materials to an approved independent testing laboratory and shall pay for testing to determine that the materials conform with the Contract Documents and to determine proctor and optimum moisture values for each earthen and base material proposed for use on the project. Appropriately labeled samples of each material tested shall be kept on site in a one gallon zip lock bag for comparison with materials being placed. All fill and backfill material must be tested and proctor curves, and other required lab test results shall be available on site and approved by the Engineer before fill and backfill is started.

Submittal information for materials specified by CDOT tables or maximum gradation requirements will require sieve analysis and other test results to demonstrate conformance with CDOT table data and notes. Submittal shall include optimum moisture density curve for each type of material or combination of materials encountered or utilized and Atterberg limits for each clayey material.

Materials for foundation(s) shall meet the requirements in the approved foundation submittal.

2.02. General Use Materials

General use materials are intended to be used in trenches above the pipe zone, and for embankment fill to sub-grade elevations.

On-site materials obtained from excavation, free of any unsuitable materials (see below), shall be deemed acceptable for general use. On-site materials encountered during excavations which are appropriate for specific uses shall be separated and stockpiled for their later intended use (i.e. topsoil, fine bedding, etc.).

Imported and on-site material for general use shall be non-expansive soil, pit run, or bank run sands and gravels with 4" maximum rock size, adequate binders, capable of being compacted and tested as specified herein unless other material is specified for the particular structure or work.

Imported materials for general use shall be taken from borrow areas acceptable to the Engineer. All borrow materials shall meet the same quality criteria as is required herein for on site materials to be used as fill.

Town Engineer reserves right to reject any material he/she finds to be unacceptable.

2.03. Bedding and Pipe Zone Materials Classification

Pipe zone area is defined as the backfill placed within twelve (12) inches of the pipes fittings and appurtenances. All pipe zone materials must be free of sharp edges and other matter which could damage the pipe.

Class A	Flowable fill shall have one half sack of cement per cubic yard of concrete. Aggregates and sands for flowable fill shall meet the requirements for concrete in CDOT Section 703.
---------	---

EXHIBIT A

DIVISION 2

SITE WORK

Class B	Well graded crushed stone or crushed gravel meeting the requirements of Class 6 specified below for "Road Construction Materials."
Class C	Selected soil of low permeability free from clods and stones greater than 3/4 inch in maximum dimension and free of all unsuitable materials as defined below.
Class D	Screened or Washed Rock, of single grade 1-1/2" or less, free of clay and fine particles (for gravity sewer lines use only).
Class E	Bedding sand passing #4 screen or less (for pressurized water lines only).

2.04. Road Construction Materials

Road construction materials are those used for road sub-base, base and finished road surfaces. CDOT Class 2 materials shall be well graded natural or crushed aggregate with sufficient filler or binding materials which when placed and compacted result in a firm, dense, unyielding foundation. CDOT Class 6 materials shall consist of crushed gravel or crushed stone base course material of hard, durable particles or fragments of stone or gravel crushed to required size and a filler of sand or other finely divided mineral matter. Not less than 60% by weight of the aggregate particles shall be particles having at least one fractured face. The composite base course material shall be free from vegetable matter, expansive materials, and lumps or balls of clay. The class 2 and 6 materials shall meet the following requirements:

<u>Gradation (% Passing)</u>	<u>Class 2</u>	<u>Class 6</u>
4"	100%	-----
3"	95-100%	-----
2"	-----	-----
1"	-----	-----
3/4"	-----	100%
No. 4	-----	30-65%
No. 8	-----	25-55%
No. 200	3-15%	3-12%
Liquid Limit	35 Max.	30 Max. (nonplastic)
Plasticity Index	6 Max.	6 Max.
Resistance Value	75 Min.	78 Min.

Inclusion of fractured concrete and/or recycled asphalt pavement is prohibited.

Structural subgrade and backfill materials are defined as those materials used to prepare for structural construction.

Class 6	Meeting the requirements of Class 6 specified above for "Road Construction Materials."
Class D	Washed Rock, of single grade 1-1/2" or less, free of clay and fine particles. (not for use around pressured pipe lines)

On site and borrow area sand and gravels if available may be used for structural backfill material except where special foundation material is otherwise specified.

2.05. Unsuitable Materials

Expansive materials and material that contain debris, roots, organics, or frozen materials, stone or concrete having a maximum dimension larger than 4 inches or materials that are unsuitable for providing

stable slopes, fill, backfill, foundation or subgrade material for structures or surfaces shall be classified as unsuitable. Otherwise suitable material which is unsuitable due to excess moisture content will not be classified as unsuitable unless it cannot be dried by manipulation, aeration, or blending with other materials satisfactorily to meet moisture limits for proper compaction.

2.06. Topsoil

Topsoil shall consist of loose friable loam with minimum 15% organic matter, reasonably free of admixtures of subsoil, refuse, stumps, roots, rocks, brush, weeds and weed seed, heavy clay, hard clods, toxic substances or other material which would be detrimental to the proper development of vegetative growth, including construction debris.

2.07. Riprap

Material for riprap shall come from rock stockpiled while excavating or imported. Material used for riprap shall be dense, sound rock fragments which are resistant to abrasion and shall be free from cracks, seams, and other defects that would decrease its durability and to resist destruction by water and/or frost action. Unless otherwise called for on the plans riprap shall have a D-50 of 12".

2.08. Spot Subgrade Reinforcement and Sub-Grade Stabilization

Material includes sound, tough, durable crushed stone, or gravel, consisting of angular pieces varying from 1 inch to 4 inches in maximum diameter or other Engineer approved material, with necessary filler in dry conditions, and when a geotextile is used. In wet conditions, and without geotextile, rock shall be without fines. When a smaller material is necessary for filler, screened gravel, or sand may be used to completely fill all voids.

2.09. Geotextiles

Geotextiles and geogrids used for stabilization shall be designed specifically for stabilization and/or soil reinforcement and of a type recommended by the manufacturer for the application. Geotextiles for stabilization shall be a woven material Mirafi RS380i, or approved equal. Geogrids shall be at least equal to Miragrid or Tensar SS with a tensile strength of 200 x 134 psi. The grid shall have sufficiently large openings which are capable of interlocking with the on-site soils. Geotextile used to separate rock and gravel from native materials and for drains shall be non-woven 12 oz/sy filter fabric, Mirafi 1120N or approved equal.

2.10. Capillary Water Barrier Material (CWB)

Clean, crushed stone, crushed or uncrushed gravel composed of hard, durable particles, uniformly graded with 1-1/2 inch maximum particle size and not more than three percent (3%) of minimum particle size passing a No. 4 sieve.

2.11. Seed, Mulch, and Tackifier

All seed shall be furnished in sealed bags or containers showing the name and address of the supplier, the seed name or mix, the lot number, net weight, % of weed seed content, and the guaranteed percentage of purity and germination. All seed furnished must be certified as free from noxious weeds as defined by local, state, BLM and USFS. Seed shall be harvested from a location of not more than 200 mile radius of the site. Seed which has become wet, moldy, old, or otherwise damaged or not labeled will be rejected. The Contractor shall furnish a signed statement certifying that the seed furnished is from a lot that has

been tested by a recognized laboratory for seed testing within six months prior to the date of delivery and shall be certified weed free. Seed mix shall be a mix approved by BLM or CSU for the micro-climate where the seed is being placed. Grass areas on private property have are disturbed shall be replaced with sod of a mix similar to the surrounding area to the satisfaction of the owner.

Materials for straw mulching shall consist of straw from native grasses and shall be certified weed free in accordance with State and Federal requirements for weed free straw. Straw in such an advanced stage of decomposition as to smother or retard the normal growth of grass will not be accepted. Old, dry straw, which breaks instead of bending will not be accepted. Mulch tackifier shall be consistent with CDOT section 213.

3. EXECUTION

3.01. Clearing and Grubbing

The area to be occupied by permanent construction shall be cleared and grubbed of trees, stumps, roots, brush, rubbish, and other objectionable matter to the extent necessary for orderly performance of the work and to a depth sufficient to remove organics and other materials unsuitable for the intended purpose. Unstable saturated materials shall be removed or stabilized. All clearing limits shall be staked by the Contractor and approved by the Town prior to any construction. The Contractor is responsible for and shall exercise care in his work area. If there is disturbance to improvements or vegetation outside the clearing limits, the Contractor shall take remedial action at his own expense. No trees shall be removed or injured outside the area to be occupied by the work without the prior approval of the property owner and/or the Town. The Town will mark trees within the clearing limits to be removed.

Where applicable, strip existing topsoil prior to trenching operations. Depth of stripping shall be determined in the field by the Town based on depth of the topsoil and roots. Stockpile topsoil material for replacement after all backfilling and compacting operations are completed.

The Contractor shall be responsible for the protection of all surface improvements, structures, buried utilities, and plantings that have not been designated for removal or modification as part of this project. The Contractor shall exercise care in his work to ensure that no damage will occur to lawns, shrubs, hedges, trees, and other plantings adjacent to the right of way or in areas of access to the work. If there is disturbance to structures or plantings, the Contractor shall take remedial action at his own expense. No act, representation, or instruction of the Town shall in any way relieve the Contractor from liability for damages or costs that result from activities of the Contractor. The Contractor may with permission of the property owner, remove fences and other property to expedite trenching operations. These shall be repaired to the satisfaction of the property owner as soon as backfilling operations are completed.

3.02. Removal of Cleared and Unsuitable Materials

Materials from the clearing operations shall be the responsibility of the Contractor and shall be removed from the site of the work and disposed of in a manner satisfactory to the Owner and Town, and in accordance with state and local regulations at the expense of the Contractor. The Contractor shall make an effort to channel materials of value from the clearing and grubbing to beneficial use.

During the process of clearing or excavation, saturated soils, soils such as peat, soft clay, quicksand, cobble, large rock or other materials which are unsuitable for bedding may be encountered. Unless there is a use for these materials elsewhere on the project, these materials shall be removed from the site and disposed of by the Contractor. If removal of unsuitable materials results in excavation below the grade required for

bedding, the area shall be backfilled to grade with suitable bedding materials complying with the provisions of applicable specifications for the work being constructed.

3.03. Access Roads and Bypasses

The Contractor shall be responsible for providing all access roads required to get materials and equipment to the work areas. When required, the Contractor shall construct and maintain detours or bypasses around portions of the work that conflict with traffic. All barricades and safety devices required to protect persons from injury and to avoid property damage shall be determined and furnished by the Contractor. When necessary, the Contractor shall provide suitable bridges at crossings where traffic must cross open trenches. Construction of access ways on private or government property must have written approval of the property owner prior to commencing construction.

No road will be completely closed unless expressly approved by the Town in writing where there is minimal traffic impact. If a detour around the construction is not feasible, then the installation across the road will be made one-half at a time to allow through traffic around the construction. Adequate traffic control and signage must be provided by the Contractor and is subject to approval of the Town Marshall.

3.04. Pavement Cutting

Where trench excavation requires the removal of asphaltic and/or concrete pavement, the pavement shall be cut in a straight line parallel or perpendicular to the direction of trench excavation as applicable. The cut shall be made with a spadebit air hammer, by sawing, or with similar approved equipment to obtain a straight, square, and clean break. Ripping the asphalt/concrete will not be allowed. The pavement cuts shall be at least one foot wider in each direction than the anticipated limits of the open trench. No excavation in paved areas will be started until after the pavement has been cut. The paving material obtained from excavations in paved areas shall be disposed of by the Contractor. All areas where pavement is removed shall be restored as specified herein and shown on the typical drawings. Temporary surfaces shall be placed until the permanent repair can be made.

All surface improvements consisting of, but not limited to, pavements, gutters, driveways, curbs, and sidewalks damaged by the Contractor during the progress of work shall be replaced at Contractor expense. The construction of the repairs shall result in work equal to or better than that which existed before the damage was done.

3.05. Dust Control

The Contractor will be required to furnish and apply an environmentally acceptable dust palliative to control dust on the project site and along haul routes. Dust control may consist of water or other substances found not to be detrimental to the Work or the surroundings as approved in writing by the Town. Spreading of water or water mixture shall be done with acceptable sprinkling equipment. Such equipment shall be a type which ensures uniform and controlled distribution of the palliative without ponding, washing, or adverse impacts to the public, private property, or the environment.

3.06. Drainage

The Contractor shall maintain the excavations, borrow areas, and site free from water throughout the work and shall shape excavations and surrounding areas to minimize the entrance of water. Drain surface water or seepage by gravity or temporary pumps or other approved means. Discharge such waters in a manner which conforms with all federal, state, and local requirements. Use drainage methods which will prevent softening or undercutting of foundation bottoms or trenches or other conditions detrimental to

proper construction procedures. Accomplish the foregoing by the use of sumps and gravel blankets, well points, drain lines, or other means approved by the Town. Remove any water encountered to the extent necessary to provide firm subgrade. If the trench or foundation bottom or other excavation becomes unstable due to the entrance of water into the open excavation, the saturated soil shall be removed and suitable backfill placed and compacted to grade at Contractor's expense. Handling of drainage, live flow, seepage, groundwater, runoff, discharges, and other water shall be included in the scope of Contractor's unit costs for the work to which it is associated.

3.07. Excavation

Excavation for pipe shall be by open trenches unless otherwise specified or shown on the approved plans. The trench shall be excavated using conventional methods. Any method which is not in accordance with normally accepted practice must receive prior approval of the Town. Excavation shall be made to line and grade shown on the approved plans. The banks of the trench shall be kept as nearly vertical as soil conditions will permit, but shall not exceed the angle of repose of the soil. Vertical trench walls shall be used in the pipe zone wherever possible.

A. Grade Stakes

The Developer's engineer shall provide grade stakes for all pipeline excavation. These stakes shall locate the pipelines both horizontally and vertically for sewer and at least horizontally for water. Where finished grade of the ground will differ significantly from existing grade, vertical control shall be provided for water and other utilities. Maximum distance between grade stakes shall be 50 feet unless otherwise approved by the Town. All appurtenances and structures shall be staked for location and elevation. Grade stakes shall also be provided for structures and fill.

B. Tolerances

Complete excavations and fills with suitable equipment to line and grades as shown on the plans within a horizontal tolerance of ± 0.20 ft and a vertical tolerance of ± 0.1 ft unless otherwise noted on the plans or specified for a specific location or application.

Subgrade excavations for structures shall be within a horizontal tolerance of ± 0.10 ft and a vertical tolerance of ± 0.05 ft unless otherwise noted on the plans or in an approved submittal.

Pipelines shall be installed to within a horizontal tolerance of ± 0.20 ft and a vertical tolerance of ± 0.01 ft and for gravity utility lines, structures and fills shall be installed to within a horizontal tolerance of ± 0.10 ft and a vertical tolerance of ± 0.01 ft unless otherwise noted on the plans or required by an approved foundation and/or structures submittal.

C. Stockpiling Material

Where material is excavated from the trenches and piled adjacent thereto, it shall be piled sufficiently away from the edge of the trench to prevent caving of the trench wall and to permit safe access along the trench. In unsupported trenches the minimum distance from the edge of the trench to the toe of the spoil bank should not be less than one half the total depth of the excavation, nor less than three feet or farther as soil conditions dictate. With sheeted trenches, the toe of the spoil bank should be at least three feet from the edge of the trench.

D. Sheeting Bracing and Shoring

Where necessary or called for on the excavation stabilization plan, or needed to control the width of the excavation, excavation shall be braced and sheeted to provide complete safety to persons working in or around the trenches and minimize the width of the trenches and shall comply with applicable federal (OSHA), state, and local laws, regulations, and ordinances. The Contractor shall be fully responsible for sufficiency and adequacy of bracing excavations with respect to work under construction and to adjacent utility lines and public and private property. Remove sheeting and shoring as excavations are backfilled in a manner to protect the material, construction, and compaction and/or other structures, utilities or property. No such sheeting will be permitted to remain in the trench or excavation except when, in the opinion of the Contractor, field conditions or the type of sheeting or methods of construction used by the Contractor are such as to make the removal of sheeting unsafe. In such cases, with Town approval, portions of the sheeting to be cut off to such depth as he/she may approve and permit lower portions thereof to remain in the trench.

E. Drainage and Groundwater Control

Maintain the excavations and site free from water throughout the work. Remove any water encountered in the trench to the extent necessary to provide firm subgrade, to keep water level below final pipe grade and to prevent entrance of water into the pipeline. Contractor shall furnish and operate adequate pumping equipment to keep the water level below the grade of construction. Water shall not be permitted to run through lengths of pipe already laid without written approval of the Town. Ends of all pipes shall be capped or plugged to ensure that water, dirt, etc., does not enter the pipe. Should any dirt, mud, etc., enter the pipe during installation, the Contractor shall flush the pipe thoroughly in the presence of the Town's representative to ensure complete removal of all foreign objects prior to connection to the existing system.

Use drainage methods which will prevent softening of foundation bottoms, undercutting of footings, or other conditions detrimental to proper construction procedures. Accomplish the foregoing by the use of sumps and gravel blankets, well points, drain lines, or other means approved by the Town. Grade as necessary to prevent surface water from flowing into trenches or other excavations. Remove any surface or ground water accumulated in the excavation by the use of well points, pumps or other approved methods. If the trench bottom becomes unstable due to the entrance of surface water into the open excavation, the saturated soil shall be removed and suitable backfill placed and compacted to pipe grade.

F. Use of Explosives

No blasting will be permitted without written consent of the Town. Should the use of explosives be required, and their use approved by the Town, exercise all possible precautions in the use, storage, or transport of same. Employ only competent, experienced personnel. Comply with all local and state requirements. Contractor assumes full responsibility and liability for all damage which may be caused by his use of explosives.

G. Sequencing

The Contractor shall excavate in advance of pipe laying only a sufficient length to assure steady progress in the installation of pipe. The length of open trench shall be limited where necessary to accommodate traffic, public safety, or as required by the Town and/or other entities with authority, in vicinity of the work being performed.

Pipeline installation shall follow trench excavation within 100 lineal feet. Trench backfill shall follow pipe installation within 50 lineal feet. Approved cleanup shall follow trench excavation within 300 lineal feet. Open trench length shall be kept to a minimum and not exceed the length that can be installed and backfilled in a work day. Particular care shall be taken to provide minimum interference with mail delivery and school bus operation. If the work will require a road to be closed, the Contractor shall notify the proper agencies, in writing with a copy of the notice to the Town. In State and County road rights of way, the amount of open trench permitted shall be in accordance with the requirements of the respective agencies.

H. Excavation to Grade

All installation of utilities and structures shall be to the grade designated on the approved plans and in conformance with Town specifications and standards. Excavation for water lines shall be to a depth sufficient to provide a minimum cover below finished grade of the depth listed in the Water Specification or shown on the approved Drawings. Specific authorization may be given by the Town to reduce the minimum cover by up to 6" along short sections to eliminate or minimize conflict with other utilities or to facilitate connections if O & M problems are not likely to result from such a change. Additional trench depth shall be provided where street and roadway grades will probably be lowered under future construction and where necessary to provide clearance between ditches, culverts, and other structures. The Town shall determine in the field the additional trench depth required in locations where possible future lowering of street grades or other future construction makes greater depth desirable.

Sewer line excavation shall be to the depth necessary to provide the grade and bury depth shown on the approved plans. When tying into an existing line, the Contractor shall excavate at the manhole or approved tie in and shall begin laying pipe from the existing facility unless otherwise authorized by the Town. More detailed specifications are discussed in other sections of this standards.

Where utilities are to be installed in fill, construct fill a minimum of 2' above top of pipe prior to excavation for utility installation.

I. Trench Width

Alignment of trenches shall be carefully controlled so that uniform distances are maintained from property lines and so that the pipe will be laid with adequate space for compaction of backfill between the pipe and trench walls. All excavation shall be of sufficient width to provide ample room for proper joining of pipe and fittings. Minimum trench width shall be twelve (12) inches plus pipe OD. Maximum trench width will be restricted to pipe diameter plus two feet unless otherwise approved by the Town. If the maximum trench width is exceeded, provide special bedding, encasement, or higher strength pipe as approved by the Town.

3.08. Bedding, Backfill, and Compaction of Embankment, Pipe Lines, and Structures**A. Pipe Bedding****i. Bedding Preparation**

The bottom of the trenches shall be accurately graded to provide uniform bearing and support throughout the pipe length. Excess loading of the bell will not be permitted under any circumstances. Dig bell holes and depressions for joints after trench bottom has been graded. Bell holes and depressions shall be only of such length, depth, and width as required for properly making the particular type of joint. The use of earth mounds for bedding the pipe will not be permitted.

All sharp stones, trash, and other materials which may damage the pipe or interfere with the proper bedding of the pipe and the placement and compaction of the backfill shall be removed from the trench. The soil in the bottom of the trench shall be loose, and at the optimum moisture, so that uniform bedding and compaction around the pipe is easily obtainable. Should any material be encountered which would prevent the obtaining of suitable bedding, e.g. wet, unstable, etc., the trench shall be over-excavated to a depth of 6 inches minimum below the outside bottom of the conduit, except at points of rock and earth transitions, at which point the rock shall be excavated to a minimum of 12 inches below the outside bottom of the flexible conduit as shown on the typical drawing for pipe bedding. Backfill any over-excavation, required or inadvertent, with materials equivalent to, and compacted as specified for haunching materials according to these specifications.

If the trench bottom becomes unstable due to the entrance of water into the excavation, the saturated soil shall be removed and suitable bedding placed and compacted to pipe grade.

ii. Placing Bedding Material

The bottom of the trench must be dry or well-drained before bedding and backfilling is started. Place material below and around the pipe by hand to prevent damage or displacement of the pipe. Place in lifts not to exceed 3" in compacted thickness in the pipe zone.

Whenever flexible pipe is used, special care shall be employed in the pipe bedding. Flexible pipes include PVC sewer and water pipe, fiberglass pipe, lightweight steel pipe, polyethylene pipe, and other similar pipes. Conform to recommendations of (1) AWWA C 900 Appendix A Standard for Polyvinyl Chloride (PVC) Pressure Pipe, 4 inch Through 12 inch for Water, (2) Uni-Bell PVC Handbook and relevant Unibell recommended practice manuals, and (3) ASTM Designation D 2321 Standard Recommended Practice for Underground Installation of Flexible Thermoplastic Sewer Pipe.

B. Backfill and Compaction

The Contractor shall proceed with backfilling as soon as practicable, but not until Work is inspected by Town and Engineer and all tests satisfactorily completed. Compaction or consolidation shall follow as soon after the placing as is practical.

Backfill material shall consist of material which after placement and compaction will result in a stabilized soil condition capable of supporting the normal traffic and use loads that may be encountered. Normally the backfill material above the pipe zone will be obtained from the soil banks accumulated from the trench excavation. The backfill materials shall be free of vegetation,

lumps, trash, lumber, and other unsuitable or objectionable materials. The backfill placed within twelve (12) inches of the pipe (the pipe zone), shall be a Class B, C, or D material, depending on the application and site conditions, and shall not contain any sharp rocks, stones larger than 3/4" in diameter or other objects that might damage the pipe. Outside the pipe zone, backfill shall not contain rocks or other objects whose largest dimension exceeds four (4) inches. All such material shall be removed from the work area and disposed of in a manner acceptable to the Town. Moisture control of fill will be required to facilitate achieving acceptable soil densities. Unless otherwise specified for a specific application, moisture content shall be +/- 2% of optimum.

Construct fills and embankments to the lines and grades indicated on the drawings. Immediately prior to placing fill or base material, scarify the entire area upon which fill is to be placed to a depth of 12 inches. The foundation for earthen fill shall also be prepared by disking or scarifying parallel to the axis of the fill, and compacted such that the surface materials of the foundation will bond well with the first layer of fill as is specified for the subsequent layers of earthen materials.

Compact existing subgrade surfaces if densities are not equal to that required for backfill materials. Plow, step, or bench sloped surfaces steeper than 4 to 1 on which backfill is to be placed in such a manner that fill material will adequately bond with existing surfaces. Scarify where necessary to ensure uniform compaction and good bonding between lifts.

Backfill areas to grades, contours, levels, and elevations required. Place approved excavated or imported material in successive horizontal layers of 8 inches or less loose depth for full width of cross section, bring to optimum moisture content for compaction, and compact each layer to the required density with equipment designed for compaction purposes for the type of material. Backfill systematically in continuous level layers for the full width of the cross section. Uniformly place each layer to the specified maximum lift (or less) and thoroughly blade mix or otherwise blend during the spreading to ensure uniformity of material in each layer. The distribution and gradation of the materials throughout the earthen fill shall be such that the fills will be free from lenses, pockets, streaks, or layers of material differing substantially in texture, gradation, or moisture from the surrounding materials. The materials, when compacted in the earthen fill, shall be blended sufficiently to secure the best practicable degree of compaction and stability. If there is a varying degree of permeability in material for embankments, the most impervious materials shall be placed in the central portion of the earthen fill and the more pervious materials shall be placed so that the permeability of the fill will be gradually increased toward the upstream and downstream slopes of the earthen fill. Testing of each lift shall be performed prior to placing the next lift in accordance with the specified testing requirements.

i. Structure and Appurtenance Backfill and Compaction

Backfill around structures and appurtenances such as vaults, manholes, foundations, buildings, valves, valve boxes, cleanouts, miscellaneous structures with care to prevent damage to the work. Materials shall be compacted to 95% standard proctor for native materials and 95% modified proctor for processed materials both at +/-2% optimum, unless otherwise noted on the plans for a particular use, using equipment which will not damage the structures, appurtenances or surrounding construction.

Compact each layer continuously over its entire area and make sufficient trips with the compaction equipment to ensure that the required density has been obtained uniformly. Backfill simultaneously on each side of foundation walls and other structures to equalize soil pressures. Do not backfill against or operate heavy equipment adjacent to walls until all structural elements

are constructed, cured, properly braced, and approved by the Engineer. Do not operate heavy equipment closer to foundations than a horizontal distance equal to height of backfill above bottom of foundation. Compact remaining area with hand tampers suitable for material being compacted. Where needed, the hand work (e.g. compaction with a whacker) for a lift should be done in advance of and blended into the work of the larger equipment.

Perform all compaction with approved equipment well suited to location, structure, and materials being compacted. Do not begin compaction until structures are properly secured and have adequate strength. Perform compaction while the material is at the specified moisture content. Maintain optimum moisture content during final rolling and until compacted material is covered by subsequent construction. Remove loose material and protect material until covered.

ii. Pipe Zone Compaction

After the pipeline has been installed, suitable backfill material shall be hand placed in up to 3" lifts to the pipe centerline (springline) and hand tamped with appropriate tamping equipment and compacted to provide firm uniform support for the pipe. Take care to ensure that sufficient material has been worked under the haunch of the pipe to provide adequate side support. With rigid pipe, if care has been taken to shape the bedding material to the curvature of the pipe, only one stage of placement will be required to bring the haunching material to the spring line. Compact haunching material to a minimum of 95% Standard Proctor Density. Additional backfill shall then be hand placed and hand compacted in 3" lifts to provide at least six inches of suitable cover over the top of the pipe before any material is placed with machinery. Take care to avoid contact between the pipe and compaction equipment to avoid damage or displacement. Where specified or called for on the plans, pipe zone shall be backfilled with flowable fill.

Compaction of backfill materials shall be done in such a way the sufficient backfill has been placed to ensure that such compaction equipment will not have a damaging effect on the pipe or its installation yet ensure proper compaction through the depth of the trench and around the pipe. Any damage resulting from the backfilling or compaction of the backfill shall be repaired by the Contractor in a timely manner. At all times precautions should be taken to prevent flotation of the pipeline due to entry of water into the trench and ensure proper compaction through the depth of the trench and around the pipe.

iii. Upper Trench Compaction

Within the public right of way and in Town easements, minimum compaction through the entire depth shall be 95% of maximum dry density as measured by Standard Proctor tests for native materials. Structural materials such as road base shall be compacted to 95% of maximum dry modified Proctor. Moisture control at +/- 2% of optimum of all fill will be required to facilitate achieving acceptable densities. On private property, density shall be at least 90% or original soil density whichever is greater. Top soil need not be compacted.

In general, backfill shall be mechanically compacted by means of tamping rollers, sheep foot rollers, pneumatic tire rollers, vibrating roller or other mechanical tampers which are appropriate for the material being compacted. Compaction by jetting or flooding shall not be permitted. The trench shall be filled to provide a minimum of 3 feet of cover over the pipe before rolling equipment is used and 50 inches before utilizing a hydrohammer during compaction.

C. Surface Restoration

On completion of backfill operations and other work, the entire site shall be cleared of all debris, and ground surfaces shall be finished to smooth, uniform slopes and shall present a neat and workman-like appearance. The final grade in unpaved streets and other areas will be graded to match existing grades without producing drainage problems. Areas which are to receive pavements, surfacing, topsoil, or landscaping shall be graded as required to allow installation of the specific surface treatment. Depths of road base shall be per typical trench detail drawing. Restoration of grass, shrubs, and other plants shall be done to the extent required to restore the damaged areas to a condition as close as practical to that which existed prior to construction. Replace topsoil without compacting, to depth which was stripped in landscaped areas. Tree damage shall be repaired in accordance with good horticultural practice.

No permanent pavement shall be restored until the backfill is determined to be adequate and able to properly support the pavement. All paved areas shall be replaced with suitable pavement.

The finished surface of roads impacted directly or indirectly by the project will be restored to their original or better condition as determined by the owner(s) involved. Asphalt damage shall be repaired with hot mix asphalt (4" minimum depth, and not less than the thickness of asphalt removed), and damaged concrete, repaired with concrete by cutting and replacing to the closest control joints. The Town, County, or State Road Department as applicable, shall be notified two working days prior to repair so that inspection can be provided.

The respective property owner shall be the final judge of the acceptance of restoration work. In cases where sub-standard conditions existed prior to beginning construction, it shall be the Contractor's responsibility to have documented such conditions or to restore the site to standard conditions acceptable to the Engineer, respective property owner and Town. Pavement repair shall be guaranteed for a period of one year.

The Town shall be the final judge of the acceptance of restoration work. The Contractor shall be responsible for returning all roadways traversed with his equipment to conditions at least as good as existed prior to commencing construction. Again, in cases where sub-standard conditions existed prior to beginning construction, it shall be the Contractor's responsibility to have documented such conditions or to restore the site to standard conditions acceptable to the Town.

D. Patching

Prior to replacing asphalt on properly compacted backfill, square up any ragged edges of adjoining pavement. Such cutting shall be done in accordance with "Pavement Cutting" paragraph above. Apply approved prime coat to Class 6 roadbase and tack coat against sides where pavement is to be placed, in accordance with manufacturer's recommendations. Lay two 2" mats of hot bituminous asphalt to area and compact to 92-96% of Rice Density. Place patching material around the edges and work inward. Unless otherwise specified herein, materials and construction methods shall comply with the Colorado Departments of Transportation (CDOT) Specifications, Section 401 - Hot Mix Pavements.

Concrete work shall be removed and replaced to the nearest joint on each side of the trench. (See Town standard drawing for concrete replacement.) Replace at least 6" past the trench width in

each direction. Concrete shall be a 3/4" CDOT Class B meeting the requirements of Section 601 with no more than 20% flyash. Thickness of the concrete mat shall equal the thickness of the surrounding concrete but not less than 4" thick. Immediately prior to placing concrete, foundation shall be thoroughly moistened. After placing, the surface shall be shaped to match surrounding surface, floated with a wooden or magnesium float, and given a broom finish. All outside edges of slab and all joints shall be edged with a 1/4" radius edging tool. Expansion joints shall be placed to match surrounding concrete. Use tool joints, saw cut or zip strips as needed to match existing concrete. Joints shall be 1/4 depth of the concrete. Place construction joints around all appurtenances. Premolded expansion joint filler or thicker shall be installed in the joints for the full depth. Use of the water to finish concrete is prohibited. Concrete shall be protected from freezing for a minimum of 3 days. The concrete shall be kept continuous moisture for a minimum of 7 days by the use of a Town approved membrane applied in accordance with manufacturer's recommendation or other Town approved technique. . During curing all traffic both pedestrian and traffic shall be excluded.

E. Topsoiling

i. Conservation

When excavating, stockpile on site topsoil for future placement. Topsoil material is subject to approval. Conserve, or import if necessary, sufficient topsoil to cover a depth of 6" all disturbed areas which are not covered by riprap, road base, hard surface, or a structure.

ii. Clearing

Prior to placing topsoil remove vegetation and clear ground surface of all other materials that would hinder proper grading, tillage or subsequent maintenance operations.

iii. Placing Topsoil

Place topsoil on all disturbed areas which are not access or road ways, or designated to be covered by other materials. Prior to placing topsoil, prepare previously constructed grades as required such that when topsoiling is completed the proper grade will be achieved. After grading, scarify areas to be topsoiled to a depth of at least six inches. Perform work only during periods when beneficial results are likely to be obtained.

Perform spreading so that planting can proceed with little additional soil preparation or tillage.

Do not place topsoil when subgrade is frozen, excessively wet, extremely dry, or in a condition otherwise detrimental to proper grading or proposed planting.

F. Revegetation

Prior to commencing construction, it will be necessary to determine the amount and type of vegetation which naturally occurred on the areas to be disturbed. This will be done by counting the quantity of each type of vegetation in randomly selected representative quadrants of the site to be disturbed. Quadrants shall be either a square foot or a square yard depending on the density of the vegetation. Assessment shall be completed in accordance with the Contractor's Storm Water Management Plan.

Disturbed areas that are to be revegetated shall be left in a roughened condition. Roughen vertical depth shall be approximately 3". Roughening shall be completed with undulations running

parallel to contouring. Use erosion control logs, silt berms, silt fence, or other suitable means to limit erosion prior to revegetation.

Preparatory to seeding, the top 4" of the topsoil shall be tilled into an even and loose seed bed 4" deep, free of clods, in excess of 2" diameter and brought to desired line and grade. Reseeding shall be done in accordance with specifications, requirements of the landowner, the recommendations from CSU Extension, BLM, and good horticultural practice for the areas being revegetated. Seed mix on private property shall be selected by the land owner. Where lawn and in other grassy areas are disturbed, sod shall be provided for restoration. Furnish and install sod in accordance with CDOT standard 212.05. Contractor shall make arrangements to keep it moist until it is established.

Seed shall not be placed in windy weather or when the ground is frozen or likely to freeze in the next 48 hours. Seeding shall only take place in the fall or early spring. Hand broadcasting of seed will only be permitted for small areas which not accessible to machine methods. In places where the seed is not drilled, the application rate of the seed shall be doubled.

In all areas where the slope is 3:1 or flatter, seeding will be accomplished in general conformance with CDOT Section 213. In larger areas, use an approved mechanical power drawn drill followed by packer wheels or drag chains. The drill shall be operated in a direction generally perpendicular to the direction of the slope. Drill seed 1/2" deep with rows spaced no more than 4" apart. Seed that is extremely small shall be sowed from a separate hopper adjusted to the proper rate of application. Hydromulching will be allowed only if adequate water will be applied to the seed to keep the mulch continuously moist until the seedlings are established.

On all slopes steeper than 3:1, and smaller areas seed shall be applied by means of a mechanical broadcaster at double the rate required for drill seeding. The surface shall be cat tracked up and down the side slope prior to, or just after, seeding to create depressions to help hold seed and moisture. All seed sown by mechanical broadcasters shall be raked into the soil to a depth of 1/2" prior to cat tracking.

Unless more stringent requirements are specified in the storm water management plan, weed free native grass straw shall be applied at the rate of two tons per acre in areas that have native vegetation. It shall be uniformly crimped in with a crimper or other approved method to a minimum depth of 3". The seeded areas shall be mulched and crimped within 24 hours after seeding. Alternately a mulch with tackifier (200#/Ac) may be used. Jute, soils blanket, or other suitable covering shall be secured to all slopes steeper than 3:1 as soon after mulching as practical. The material shall be applied smoothly but loosely on the soil surface without stretching. Workers shall minimize the amount of walking of the seedbed even after the jute is applied. The upslope end of each piece of jute mesh shall be buried in a narrow trench about 6" deep. The jute shall be secured in the trench with compacted dirt fill. Where one roll of jute ends and a second begins, the upslope piece should be brought over the buried end of the second roll with a 12" overlap to form a junction slot. Where two or more widths are side by side the overlap shall be at least 6".

Seeded areas that have been disturbed prior to or during mulching operations shall be reseeded. Areas not properly mulched or that are damaged shall be repaired or remulched as needed to meet the standards specified herein. Mulching activities shall not occur during windy weather.

Where shrubs or trees were present prior to the disturbance, it is recommended that the same type shrubs and trees be re-planted at approximately the same density as originally present,

EXHIBIT A

DIVISION 2

SITE WORK

unless the slope prohibits such plantings. Where trees in excess of 3" caliber are damaged or removed during project, replace trees with trees of similar species at twice the density. Protect such plantings from wildlife damage.

DIVISION 2 – SITE WORK**SECTION 02712 - WATER SYSTEM - MINIMUM DESIGN STANDARDS****1. MATERIALS**

Pipe, fittings, valves and fire hydrants shall conform to the latest standards issued by the AWWA, Colorado Department of Public Health and Environment (CDPHE), and shall comply with Town's detailed standard specifications. In the absence of such standards, materials meeting applicable Product Standards may be submitted to the Town for review and possible approval. Jointing material used in joining pipe shall meet pipe manufacturer's specifications and AWWA Standards, Ridgway Municipal Code (RMC) 9.1, as well as these Town's standards. All materials that could come in contact with potable water must meet NSF 61 and be so marked. Specific details for water materials are included in the Products section of the Water Distribution Standards.

2. MINIMUM FLOW

2.01. Design shall be based on an average peak flow of 4 gallons per minute (gpm) per tap and 8 gpm per dead end for lines servicing 5 or more taps. Instantaneous residential flow shall be assumed to be 15 gpm. Fire flow in residential areas shall be at least 1000 gpm unless structures are more than 20 feet apart in which case required flows can be reduced to 750 gpm. The required flow may be from more than one hydrant, provided the additional hydrants are accessible (within 300 ft) to all possible fire locations.

2.02. Commercial and industrial flows shall be designed based on the nature of the business using such references as CDPHE and Insurance Services Office (ISO) guidelines for sizing lines. The Town will have final review authority on all such lines. Fire flow in commercial and industrial areas shall be at least 1500 gpm and if the business has an above average hazard, the fire flow will be determined by the Town with assistance from the State Fire Marshall's office to insure no detrimental impact on the fire rating of the Town.

2.03. All areas shall be designed to have a maximum static head of 231 feet (100 psi) with Town mains designed to have 90 psi or less except for short distances. A minimum static head of 103 feet (45 psi). Distribution systems shall be designed to maintain a 35 psi residual pressure during required fire flow and peak residential flows. Pressure zones shall conform to existing Town zones as approved by the Town.

3. LINE SIZE

3.01. Size and location of all water lines shall be designed by a competent, licensed engineer and must be approved by the Town. The Town may at its option waive the requirement for an engineered design when the line is less than 100 feet and will serve 3 or less residential taps. The minimum line size shall be 6 inches except that four inch mains may be installed on permanent deadends (see looping requirements below) less than 150 feet long which serve three or less houses and when a permanent flushing hydrant is provided. Any lines that temporarily deadend and that will be tapped for service before being extended shall be provided with a temporary flushing hydrant.

3.02. If the Town anticipates future expansion and or extension from the area being developed by the Responsible Party, the lines shall be designed the Developer will be required to design, properly size, and

construct the system to permit future extensions to be made at the limits of the subdivision or development in question.

4. WATER LINE DEPTHS

In most cases water lines and services should be designed with 5' of cover. Depths of cover of more than 6' should be avoided. If there is a conflict at the 5' depth, the water line can be gradually reduced to 4 foot of cover with extruded polystyrene structural insulation rated at 400 pounds and an R value of 13 or more installed from where the depth reduces to where it returns to 5 ft of cover. If the conflict cannot be addressed by reducing the depth to 4', the depth shall be increased but only the minimum needed to make the crossing.

5. WATER LINE LOOPING

Water mains shall be designed through a subdivision and other type multi-unit development so that a continuous loop is provided for an alternate route of water, better circulation, and more even pressure. A variance of the looping requirement will be considered when the amount of pipe required to complete the loop will exceed 70% of the line required to serve the subdivision in accordance with Town specifications and the total cost of the water system extension will exceed \$6,000 per tap plus inflation (based on Ordinance 4-2016)

6. VALVE SPACING

6.01. A sufficient number of valves shall be provided on water mains so that inconvenience and sanitary hazards will be minimized during repairs. The water system for residential areas shall be designed so that only one block need be closed off in the event of a water line break. When development has a geometry other than lot and block, valves shall be placed at intervals less than 400 ft. Gate valves shall be placed at all pipe line intersections so that each segment of line can be isolated while minimizing the number of customers out of water. Where the line runs as a single segment for long distances (over 750 feet), valves should be placed at least at 800 foot intervals when taps are more than 150 feet apart with more frequent intervals being required on larger lines and in densely populated areas.

6.02. Valves shall be placed on each leg of the tee for a fire hydrant and on each branch of a tee or cross and at a minimum on the branch of a tee for permanent flush hydrants. Air vacuum valves shall be installed at high points on primary feeders and where venting high points through a fire hydrant is not feasible on other mains.

7. HYDRANTS

7.01. Fire hydrants shall be placed at the intervals recommended by the State Insurance Services Office, generally, at 500 foot intervals and such that hydrants are within 250 ft of property lot lines and habitable structures are entirely within 300 ft of hydrant. Hydrants shall also be located to facilitate flushing and draining even if that necessitates reducing the spacing. Hydrant leads shall be a minimum of six inches in diameter. Auxiliary valves shall be installed on all hydrant leads in conformance with typical drawings. Fire hydrant bottom valve size shall be at least five inches. Nozzle size and threads shall be confirmed with the requirements of the Ridgway Fire District.

EXHIBIT A

DIVISION 2

SITE WORK – WATER MINIMUM STANDARDS

7.02. Hydrant weep hole and leach area shall not be connected to or located within 10 feet of sanitary sewers or storm drains. In cases where an existing sewer conflicts with a proposed hydrant leach area, the Town may allow encasement of the sewer, flowable fill encasing the sewer, or other solution on a case by case basis.

7.03. Use of antifreeze and hydrants that need antifreeze are prohibited.

8. SERVICE CONNECTIONS

8.01. The installation of service lines and taps will be performed by the Town public works staff, or with Town approval, under Town supervision. Residential lots shall be served by a 3/4" ID tap. No direct taps will be allowed under any circumstances. Double strap stainless steel tapping saddles of non-rigid construction shall be used on PVC pipe. Materials and construction shall conform with the materials specified in the Water Line Construction Standard Specifications (Section 02713) and in accordance with relevant typical drawings.

8.02. Service lines shall be installed perpendicular to the main and shall typically be located 10 feet inside the uphill property line. Any variance of this layout will require justification and approval of the Town. Meter cans shall be set in the public right of way at property line, or if the sidewalk is at property line either just inside the front utility easements, or just to the street side of the sidewalk. Service lines shall be stubbed across the property line through the width of the utility easement with the end sealed with a watertight seal and marked full depth with a 2 x 4 painted blue and brought to grade and marked with the depth to the service line. Place a steel T post behind the 2 x 4 post to protect it.

9. PROXIMITY STATEMENT

9.01. There shall be no physical connection between a public or private potable water supply system and a sewer, other non-potable line or appurtenance thereto which would permit the passage of any sewage, non-potable, or polluted water into the potable supply directly or through contamination of the surrounding soils.

9.02. Buried potable water lines shall not be laid closer horizontally than 10 feet outside edge to outside edge from non-potable lines and the water lines shall typically be at a higher elevation than the non-potable. If this is not possible, separate trenches will be required and the water line shall be at least 18" above the non-potable and a pipe with a water tight welded joint such as HDPE shall be used. When water and non-potable lines cross each other, the water line shall be at least 18" above the non-potable. If this condition is not met, then where practical, the non-potable line shall be encased with a 20' PVC casing pipe centered on the water line crossing. If is not practical to case the non-potable line, the potable line shall be so cased. Should the non-potable line be above the water line, no matter what vertical separation the casing pipe shall be sealed to the carrier pipe with no-hub reducing couplings, Link-Seal or other approved method to provide a water tight seal.

9.03. Force main sewers require a separation from the water main of at least 10 feet measured horizontally unless both pipes are encased in and properly supported with pipe joints as far apart as possible with sealed end encasements. There shall be a 2' vertical separation at crossings or a watertight casing shall be provided around the force main.

9.04. There shall be a minimum clear distance vertically of 8" between the uppermost part of the lower utility and the lowermost part of the upper utility including casings to allow for proper bedding. In all

cases, suitable backfill or other structural protection shall be provided to preclude settling and/or failure of any of the pipes.

9.05. No water pipe shall pass through or come within ten feet of a sewer manhole unless absolutely unavoidable, in which case adequate protection as determined by the Town Engineer must be provided.

Water lines shall have at least 5 foot horizontal separation from wire utilities. The Town shall have final review authority of all proposed designs which do not provide adequate separation. These requirements for protection of the water system against contamination from non-potable water conveyances shall apply equally to water mains and service connections.

10. CROSS CONNECTIONS AND BACKFLOW PREVENTION

There shall be no connection between the distribution system and any pipes, pumps, hydrants, or tanks whereby unsafe water or other contaminated materials may be discharged or drawn into the Town potable water system. Any interconnections between potable water supplies shall have prior written approval of the Town. All water mains, service lines and connections and appurtenance shall be installed consistent with RMC 9-1-27 Cross Connection and Backflow Prevention and meet the requirements in the Water Distribution Section of these Standards.

11. REMOVAL OF ABANDONED INFRASTRUCTURE

Where new construction will replace existing infrastructure, unless otherwise approved by the Town the abandoned infrastructure shall be removed.

12. DISINFECTION AND FLUSHING

Refer to Standard Specifications – Water Line Construction for disinfection and flushing requirements.

13. TESTING

Testing of water lines, services, and appurtenances, shall conform with the requirements of AWWA and the applicable Town Code and Standard Specifications of the Town.

DIVISION 2 – SITE WORK**SECTION 02713 – WATER SYSTEM CONSTRUCTION****1. GENERAL**

The water lines and appurtenances shall be constructed according to standard accepted practices and as specified herein. Reference to standard specifications e.g. AWWA, ASTM, etc. made a portion of these specifications by reference shall be the latest edition and revision thereof. All water line improvements and additions must also comply with the Minimum Standards portion of the Town Standards, Section 9.1 of the Ridgway Municipal Code, and all applicable Colorado Department of Public Health and Environment (CDPHE) and EPA regulations.

1.01. Description

- A. This section covers the furnishing, installation and testing of water distribution lines and appurtenances. Contractor shall furnish all equipment necessary for said work and testing.
- B. Contractor shall follow manufacturer's recommended procedures in all handling and installation operations. All water line improvement must also comply with the Town's Minimum Standards and all applicable codes, laws, and regulations.
- C. Contractor shall engage the services of a licensed surveyor to layout the locations and depths of the new water infrastructure in accordance with the Town approved plans. If not done during design and incorporated into the approved construction drawings, the Contractor shall make such excavations as are necessary to determine the exact location of existing utilities which affect new construction. Where practical, new lines shall be routed to facilitate installation, allow for future maintenance, minimize existing utility conflicts and to minimize construction problems.

1.02. Related Work Specified Elsewhere

Section 02200 – Excavation, Backfill, and Compaction Specifications
Section 02712 – Water System – Minimum Design Standards
Section 02723 – Sewer System Construction

1.03. Proximity Statement: Refer to Section 02712 - Minimum Design Standards for Water Distribution System.

2. PRODUCTS

All materials shall be new, unused, and of the best standard quality available for the purpose intended. All materials in contact or potential contact with potable water shall be NSF 61 certified and meet all current EPA and CDPHE requirements including the lead-free requirements. All brass shall meet AWWA C-800. Where materials are specified by brand names, materials of equal quality may be substituted if the Contractor submits adequate technical and descriptive data and secures the approval of the Town unless the material is specifically noted to be the only material allowed. The Town or its designated representative shall be the sole judge of the suitability and acceptance of materials. The Town in some instances may insist on a particular brand or model (to match materials in use) to minimize the parts inventory and/or O and M requirements.

EXHIBIT A

DIVISION 2

SITE WORK – WATER SYSTEM CONSTRUCTION

Certificate of Compliance shall be submitted to the Town stating all pipe and materials furnished under these specifications do in fact comply with all referenced specifications and meet the Safe Drinking Water Act, CDPHE, and NSF 61 requirements.

2.01. Ductile Iron Pipe

Conformance	AWWA C151
Thickness	Class 50
Pressure Rating	150 PSI
Joints	Neoprene Gasket AWWA C111/ with Conductivity Straps
Fittings	ANSI/AWWA C153 when available or C110
Corrosion Protection	Wrap pipe in polyethylene tubes and sealed

2.02. Plastic Pipe (PVC) - Water

Conformance	AWWA C900
Thickness	Class 150
Pressure Rating	DR-18 to line pressures of 100 psi and DR-15 when typical line pressures are expected to exceed 100 psi
Joints	Rubber Gasket, bell and spigot
Fittings	Ductile Iron AWWA C153 when available or C110
	Under 4", PVC with 200 PSI rating allowable
Marking	10 ga color coded tracer wire taped to pipe (blue for potable water and purple for non-potable. Metallic 6" wide color-coded marking tape, located 12" above water line

2.03. Copper Tubing

Conformance	ASTM B88, lead free
Thickness	0.65" for ¾" and 1"
Service	Potable water service lines
Type	K soft copper

2.04. Water Service Materials

- A. Corporation Valve: Corp valves shall be A.Y. McDonald #5182 brass. Valves shall be AWWA C-800 and NSF 61 certified.
- B. Service Saddles: Service Saddles shall be Mueller BR2B bronze saddle with stainless steel straps and O-Ring sealed outlet, sized for the pipe to which it will be connected with the correct tap size and thread. Saddles shall be AWWA C-800 and be NSF 61 certified. **Only this model will be allowed.**
- C. Meter Setters:
Meter setters shall be A.Y. McDonald #5141-077 ONLY compression brass. With ball valve shutoff and dual check valve. Meter setters shall be AWWA C-800 and NSF 61 certified.
- D. Water Service Backflow Preventor
Mueller M-98 Angle Dual check valve or can be incorporated into meter setter.
- E. Meter Can: Meter cans shall be Bingham Taylor MMPE 24" diameter. **Only this model will be allowed.**

EXHIBIT A

DIVISION 2

SITE WORK – WATER SYSTEM CONSTRUCTION

- F. Meter Can Lid: Castings – M 70 meter can cover with cast iron outer lid of sufficient diameter for the meter can with 2 in hole and M 70 aluminum inner frost lid. **Only this model will be allowed.**
- G. Water Service Pressure Regulator: Pressure regulators with strainers shall be installed on the mainline side of meters when the pressure through the meter will exceed 80 psi. Regulators will be diaphragm type, easily field adjustable for pressure, and shall be accessible for repair without removal from the pipe line. Unless otherwise approved regulators shall be pre-set at 50 psi. A "Y" type strainer with plug and screen removable without removing the strainer or regulator shall be installed at the inlet end of each regulator.
- H. Curb Stop and Box: Curb ball stops shall be McDonald brand brass with compression joints on both end and with cast brass pinned handle with box and cap lid.

2.05. Gate Valves

Conformance	AWWA C515
Material	Epoxy coated ductile
Body Type	Resilient seat, non-rising stem
Pressure Rating	150 PSI, minimum
Joints	Flange or Mechanical Joint end as required typically flanged to fitting, mechanical joint to pipe
Coating	Epoxy inside
Operating Nut	2" Square, open counterclockwise (buried) Handwheel (non-buried service)
Acceptable Models	Mueller, (Only these products will be accepted by Town)

2.06. Valve Box

Location	All buried valves not in vaults
Type	Slip type, two or three piece 5 1/4" as req'd, traffic rated
Base	Suitable for valve size, depth, and operating mechanism
Material	Cast Iron, 1/4" minimum wall thickness
Coating	Bituminous varnish, plastic wrapped
Cover	Cast Iron, traffic type, marked "WATER"
Location	All buried gate valves
Operator Extension	1" minimum diameter cold rolled steel rod (where depth greater than 5 feet)

2.07. Butterfly 3-inch and Larger

Conformance	AWWA C504
Material	Iron Body, bronze mounted
Type	Resilient seat
Pressure Rating	150 PSI
Coating	Epoxy inside
Seat	Rubber
Joints	Flange
Operator	Electric Actuator (see below for details)
Operation	Open by turning counterclockwise
Acceptable Models	Bray, Mueller

2.08. Butterfly Valve Electric Actuator: Actuator shall be UL listed, designed to be located in a wet environment, NEMA 4 rated. It shall include adjustable speed control for both opening and closing speeds such that operating the valve will not create water hammer in the line. Wiring shall go to a terminal strip.

EXHIBIT A

DIVISION 2

SITE WORK – WATER SYSTEM CONSTRUCTION

Actuator shall include a simple manual override handwheel system. Actuator shall be designed to function with the butterfly valve furnished. Actuator shall be Bray Series 70 or approved equal.

2.09. Fire Hydrants

Conformance	AWWA C502
Material	Ductile iron body, fully bronze mounted
Pressure Rating	150 PSI, minimum
Type	Breakaway traffic w/easily replaced flange
Size	6" w/ 6" mechanical joint inlet, 5' minimum bury
Joints	Megalug, O.A.E. restraints on mechanical joints
Outlets	2 - 2 1/2" hose nozzles, 1 - 4 1/2" pumper nozzle all w/ National Standard Thread
Operating Nut	1 1/2" National Standard pentagon, open counter-clockwise
Main Shut off	Gate valve per spec. above
Acceptable Models	Mueller Modern Centurion (Only this model will be accepted by Town)

2.10. Flushing Hydrants

Conformance	NSF/ANSI 372
Service	Potable water, frost free, self-draining, with vacuum breaker
Size	Inlet 2" or same as existing line, outlet 2-1/2" NST Bury match existing water line typically 5-6'
Type	Breakaway traffic w/easily replaced flange
Joints	Megalug 2000 series restraints on mechanical joints
Outlets	1 - 2 1/2" hose nozzle w/ National Standard Thread
Interior Operating Parts	Brass, bronze, and shall be removable for service and replacement without excavating the hydrant.
Exterior Casing	Ductile Iron
Operating Nut	1 1/2" National Standard pentagon, open counter-clockwise
Main Shut off	Gate valve per spec. above
Model	Mueller 2-1/8" Post type Hydrant with one 2-1/2" nozzle or approved equal.

2.11. Yard Hydrants

Service	Potable water, frost free, with vacuum breaker
Size	3/4" NPT inlet, 3/4" hose bib lockable, 5' bury
Valve	Woodford Y34-4 or approved equal

2.12. Air Valves:

At high points in water mains where air can accumulate, provisions shall be made to remove air by means of air relief valves or other means approved by the Town. Air relief valves shall be placed in vaults which allow convenient service of the valve and provide for adequate drainage.

Material	Cast iron body, ASTM approved materials
Pressure Rating	150 PSI
Size	3/4" minimum, sized by air flow requirements
Connection	3/4" tapping saddle, tap at high point in line
Main Shut off	Corporation stop
Support	Support weight so not transferred to water line
Vent	12" above ground, pointed downward, covered with #24 mesh
Acceptable Models	APCO or Valmatic automatic valves or approved equal

EXHIBIT A

DIVISION 2

SITE WORK – WATER SYSTEM CONSTRUCTION

2.13. Cross Connection Control Valves: Where there is a potential of backflow, either backpressure or back siphonage, into the potable water supply, the service line shall be isolated from the potable supply by a backflow prevention device such as a double check valve, reduced pressure principal device (RP), pressure or atmospheric vacuum breaker depending on the location and nature of the hazard. The Town shall approve the type of device to be installed. All cross-connection control devices shall meet the standards of the Foundation for Cross Connection Control and Hydraulic Research (Foundation). The valves shall be used only as recommended by the Foundation and installation shall be in accordance with its recommendations. A list of currently approved devices and valves is available from the CDPHE. Valves shall be installed in vaults which allow for convenient testing and maintenance of the valves and they must be installed in a manner that allows for gravity drainage from the vault.

2.14. Miscellaneous Valves: Plans for all large valves, control valves, pressure reducing valves, and other specialized valves shall be submitted to the Town for review and approval. In all cases such valves shall be installed in vaults or pits that are sufficiently large to accommodate all operation and maintenance required. Bypass lines are required.

2.15. Bolts and Hardware: All bolts, nuts, and small miscellaneous hardware shall be Cor-Blue, stainless steel, or other durable corrosion resistant material approved by the Town unless specifically noted.

2.16. Compression Couplings: Compression couplings 2" or smaller shall be Mueller.

2.17. Tracer Wire and Marking Tape

A. Tracer wire shall be 10 gauge with blue insulation.

B. Marking tape at least 6" wide labeled "water" shall be placed 12" above pipes of all materials.

2.18. Insulation: Trench insulation shall be high compressive strength extruded polystyrene ridge foam insulation designed for use in engineered applications for high load bearing uses. Materials shall be a closed cell structure and meet ASTM C578 type VII. Minimum compressive strength (ASTM D1621) shall be 60 psi with an R value (ASTM C518) of 5 per inch. Insulation shall be Foamular XPS or each. Thickness and width shall be in accordance with the table below:

<u>Depth of Cover</u>	<u>Insulation Width and Thickness</u>
4.5' – 5'	2" thick, 3.5' wide
4.0' – 4.5'	3" thick, 3.5' wide
3.0' – 4.0'	4" thick, 4' wide
Pipe crossing above water line	3" thick, 3' each side of crossing

2.19. Manholes: Manholes shall meet the requirements for manholes in the Sewer Standards (Section 02722).

3. EXECUTION

3.01. Field Locations: The Contractor shall make such excavations as are necessary to determine the exact location of existing utilities which affect new construction. Where practical, new lines shall be routed to facilitate installation, allow for future maintenance, minimize existing utility conflicts and to minimize construction problems. Notify the Town if existing utilities present conflicts for the new infrastructure.

3.02. Service Disruption: Service disruption shall conform to the requirements in the General Requirements.

3.03. Receiving, Handling, and Storage

Upon receipt make overall inspection that pipe has been received in good condition. Pipe and appurtenances should be inspected for any damage or imperfections and problem materials should be so marked set aside until removed from the job site. Town reserves the right to inspect all materials received and reject any which does not meet the requirements of Town specifications and standards.

Pipe, valves, fitting, and other appurtenances should be unloaded, handled, and stored in accordance with manufacturer's recommendations. Pipe shall be handled during all phases of construction in a manner that will provide the maximum protection of the pipe and any coating or lining and will prevent the intrusion of dirt or other foreign materials into the pipe. All slings, hooks, and other lifting or handling equipment which comes in contact with pipe and appurtenances shall be padded. Dropping the pipe during unloading or placing in the trench is prohibited and will be cause for rejecting that material. Do not drag pipe spigot rings on the ground and do prevent damage to the ring from contact with abrasive or hard objects. Extreme care shall be used in the handling, storage, and installation of valves and other appurtenances to prevent damage or distortion to the equipment and to ensure proper performance and assure cleanliness. Valves shall not be lifted by operating stems. Dropping materials during unloading or placement in the trench is prohibited and will be cause for rejecting that material.

Only the amount of pipe and fittings necessary to ensure efficient installation progress shall be strung along the trenches. All other pipe and fittings shall be stored in the Contractor's yard. Piping strung or stored shall be protected at all times from damage by traffic, workmen, construction operations, and other hazards. PVC pipe stored for a prolonged period of time shall be protected from sunlight.

3.04. Alignment and Grade

Pipe shall be laid and maintained to the required line and/or grade shown on the approved plans with fittings, valves, and hydrants at the required locations with spigots centered in the bells. Pipes and appurtenances shall be installed within 0.5' horizontal and 0.1' vertical of design.

Changes in horizontal or vertical alignment of the pipe at a joint shall not exceed the manufacturer's recommended deflection for the type and size pipe being laid. When the change required is more than that recommended, a fitting or several short joints of pipe shall be used. All changes in direction in excess of eight (8) degrees or the maximum deflection recommended by the manufacturer, shall require a fitting unless otherwise approved by the Town.

When new pipe is to be connected to an existing pipe or when crossing existing pipe line, the Contractor shall excavate the existing lines well in advance of the laying of the new line to enable the Town's representative to verify their elevation and placement and to make any adjustments in grade and/or alignment of the new pipe line that may be required.

The Contractor shall proceed with caution in the excavation and preparation of the trench so that the exact location of underground structures, both known and unknown, may be determined, and he/she shall be held responsible for the repair or replacement of such structures when broken or otherwise damaged. Temporary support, adequate protection, and maintenance of all underground and surface utility structures, drains, sewers, and other structures encountered in the progress of the Work shall be furnished by the Contractor at his expense.

Whenever obstructions are encountered during the progress of the Work and interfere to such an extent that an alteration in the approved plans is required, the Contractor shall notify the Town and the Town

EXHIBIT A

DIVISION 2

SITE WORK – WATER SYSTEM CONSTRUCTION

shall have the authority to change the plans and order a deviation from the line and/or grade or arrange with the owners of the structures for the removal, relocation, or reconstruction of the obstructions.

All pipe shall be laid to the depth shown on the approved plans or pipeline typical drawing. The depth of cover shall be measured from the top of the barrel of the pipe to the established finished grade of the street unless changes in street grade are proposed in which case the cover shall be measured to the proposed depth. Construction staking is required at minimum 150 ft intervals for line and grade control.

3.05. Excavation and Trench Preparation

Excavation shall be in accordance with Trench Excavation, Compaction, and Backfilling Standard Specifications except as more stringent requirements are outlined herein.

Bedding for water lines shall be in accordance with Section 02200 Excavation, Compaction, and Backfilling Standards and manufacturer's recommendations including that select bedding for water taps and service lines shall be a low permeability material.

3.06. Pipe Laying

- A. Lowering Pipe into Trench: Proper implements, tools and facilities shall be provided and used by the Contractor for the safe and convenient performance of the Work. All pipe, fittings, valves, and hydrants shall be carefully lowered into the trench piece by piece by means of a derrick, ropes, or other suitable tools or equipment, in such a manner as to prevent damage to pipe and fittings. Under no circumstances shall the pipe or accessories be dropped or dumped into the trench. Dropped or dumped materials will be cause for rejection of same.
- B. Inspection Before Installation: The pipe and accessories shall be carefully inspected for cracks and other damage before installation in the final position. Defective or unsound material shall be set aside for inspection by the Town who will determine if the material shall be repaired or rejected. Rejected materials shall be removed by the Contractor from the job.
- C. Keeping Pipe Clean: Every effort shall be made to keep the interior of pipe and fittings clean during all phases of construction. This is especially important if the tablet method of disinfection is to be allowed. The interior of the pipe shall be thoroughly cleaned of foreign material before being lowered into the trench and shall be kept clean during operations by plugging or other approved means. Fittings shall be thoroughly cleaned, with a wire brush if necessary, taking care to not damage the internal coating. If the pipe laying crew cannot keep pipe clean while placing the pipe in the trench, Town may require that the ends of the pipe be covered before placing it in the trench and that the covers only be removed as the joints are assembled. If cleanliness is in question, the Town may require the line be swabbed and/or hydrojetted and video inspected at contractor's expense to confirm that it is clean. Providing access to all sections which are required to be videoed, then cleaning and reassembling pipe, shall be the responsibility of the Contractor.
- D. Laying of Pipe: The full length of each section of pipe shall rest solidly upon the bed, with recesses excavated to accommodate bells and joints. Pipe shall be laid with bell ends facing the direction of laying unless directed otherwise by the Town. Pipe laid on slopes 10% and steeper shall be laid from the bottom and proceed upward and have restraints approved by the Town. Pipe shall not be laid in water or when trench or weather conditions are unsuitable for the Work unless expressly permitted by the Town.

The subgrade upon which the pipe is placed shall consist of materials suitable for supporting the pipe without excessive settlement or stress development. Fine earthen materials shall be carefully placed and compacted around the pipe and up to a depth of six inches over the top of the pipe. Care shall be taken in backfilling to see that the pipe is not displaced, crushed, cracked, or otherwise injured. In the event that rock or excessively spongy materials are encountered, they shall be removed to a depth of not less than 6" below the bottom of the proposed lines and replaced with an approved material and mechanically compacted to grade. If no suitable subgrade material is available from the upper portion of the excavation, approved material shall be imported to the job site.

The sealing surface of the pipe, the bell to be joined, and the elastomeric gaskets shall be cleaned immediately before assembly. Assembly shall be made as recommended by the manufacturer. Unless otherwise directed, the gasket and the bell or the plain end of the pipe to be jointed shall both be lubricated with a suitable soft vegetable soap compound meeting NSF 61. The spigot end shall be centered in the bell and the pipe forced home and brought to correct line and grade. Pipe that is not furnished with a depth mark shall be marked before assembly to assure that the spigot end is inserted to the full marked depth of the joint. Care shall be taken to ensure that no damage is done to the pipe, collar, gasket, or bell when the pipe is being homed. Use of excessive force will not be permitted. Any pipe that has had the grade or joint disturbed during or after laying shall be taken out and relayed.

Any section of pipe, fittings, valves, or hydrants already laid and found to be defective shall be taken out and replaced without additional expense to the Town.

HDPE pipe shall be installed in strict accordance with manufacturer's recommendation. All workers welding HDPE pipe must be trained and approved by the manufacturer for welding pipe of the size and DR being used on this project. At the beginning of welding each day, each worker who will be welding pipe shall demonstrate his qualifications by successfully completing a bend back test prior to welding any pipe for use on the project. All welds shall be full depth and shall have a uniform bead around the joint.

Flange and mechanical joints shall be made with properly sized machine bolts and nuts. All nuts and bolts utilized in underground connections shall be Cor-blue, stainless steel, coated high strength cast iron, or coated high strength wrought iron depending on soil conditions. All nuts and bolts shall be Cor-blue unless approved by the Town. All components of these types of joints shall be cleaned before jointing. Only one (1) gasket will be permitted in a flange joint. In a mechanical joint the plain end pipe shall be fully seated before the gland and gasket is slipped up to the bell; care shall be taken to locate the gasket evenly around the entire joint. All nuts on both types of joints shall be tightened by hand first then by alternating nuts 180 degrees apart to the manufacturer required torque. Deflection at a mechanical joint shall not exceed either the manufacturer's recommendation or Table 1 in AWWA C600. Buried bolts and nuts on mechanical and flanged joints shall be wrapped in a 10 mil plastic and taped closed.

When work is not in progress, open ends of pipe and fittings shall be securely closed by a watertight plug to prevent entry of foreign materials and/or water. If there is water in the trench, the seal shall remain in place until the trench is pumped completely dry. Whenever water is in the trench, enough backfill shall be placed on the pipe to prevent floating. Should any foreign material be allowed to enter the line or to remain in the line after installation, the Contractor shall remove such accumulation with a pipeline scraper or other approved means. Should the Contractor repeatedly fail to prevent dirt or other material from entering the line, he/she will be required to

EXHIBIT A

DIVISION 2

SITE WORK – WATER SYSTEM CONSTRUCTION

clean each section of pipe with a pipeline scraper or swab as it is installed. If pipeline cleanliness is in question the tablet method of disinfection will not be permitted.

Tracer wire shall be fastened to all pipes and shall be fastened to and be looped up to the surface at all valves, hydrant, and other metallic structures along the line. Tracer wire shall be 10 gauge. Marking tape at least 6" wide labeled "water" shall be placed 12" above pipes of all materials.

- E. Sequencing: Pipeline installation shall follow trench excavation within 100 lineal feet. Trench backfill shall follow pipe installation within 100 lineal feet. Approved cleanup shall follow trench excavation within 100 lineal feet. The Town may allow changes in these requirements if field conditions warrant.
- F. Cutting of Pipe: The pipe shall be cut in a neat and workmanlike manner in accordance with manufacturer recommendations. No damage shall be done to the pipe or any lining or coating and the cut shall leave a smooth end at right angles to the axis of the pipe. Flame cutting of iron pipe by means of an oxyacetylene torch shall not be allowed.
- G. Connection to and Crossing of Existing Lines: When new pipe is to be connected to or to cross an existing pipe, the Contractor shall excavate the existing lines well in advance of the laying of the new line to enable the Town's representative to verify elevation and placement and to make any changes in grade and/or alignment of the new pipe line that may be required. Connections to existing lines shall be made at the locations shown on the approved plans unless changes are approved by the Town. In most cases where there is significant elevation adjustment (more than 18"), the Contractor shall use 22.5 degree fittings to make the adjustment. For lesser changes a gradual adjustment of elevation should be made. Place insulation where cover is less than specified depths. Coordinate timing of the cut with Town, and provide required notice to affected customers. In cutting the existing pipe take great care to minimize contamination of existing line. Keep water level in the trench below the level of the pipes. Make connection using required fittings and restrain the joint. Disinfect the line as called for below for a repaired line. Cut off and seal abandoned section unless otherwise noted on the approved plans, remove abandoned sections of line.

3.07. Water Service Installation

- A. Service Line Installation and Responsibility: All water services shall be stubbed out to through the utility easement. Generally, meters shall be set at property line. When sidewalks are set close to property line, meters shall be set in the green belt near the sidewalk. In all cases owner responsibility for the service line shall begin at the meter. Installation of service lines shall be by open cut with bedding, backfill, and compaction in conformance with the specifications herein and Standard Specifications for Excavation, Backfill, and Compaction. Depth of bury shall be 5' unless otherwise indicated on the Town approved plans. Care shall be taken in laying the service line to prohibit kinks in the line. In placing backfill around pipe use only select materials which will bed and support the pipe and not cause injury to it.
- B. Meter Lid Elevation: The lid for the meter can boxes shall be flush to finished grade of the surrounding property and landscape. When a meter can must be set within a sidewalk the lid shall be set about 1/2" below grade to avoid catching on a plow.
- C. Curb Stop and Box: Install curb stop on service lines so that the box will be in the sidewalk or concrete. Boxes must be plumb and the box lid ¼" below the finished concrete.

EXHIBIT A

DIVISION 2

SITE WORK – WATER SYSTEM CONSTRUCTION

- D. Fire Protection Service Line: Service lines for fire protection, unless smaller than 2", shall be made by installing a tee in the main with a gate valve flanged to the tee. All fire services shall be installed with a Town approved backflow prevention device. The property owner shall be responsible for maintenance of the fire service from the tee on the main to and through the property being served.
- 3.08.** Crossings: Details for crossing roadways, canals, ditches, and arroyos (draws) are covered in a separate specification entitled "Crossings". All river crossings shall be submitted to the Town for specific review and approval.
- 3.09.** Setting of Fittings, Valves, and Hydrants: All hydrants, valves, plugs, caps, and fittings shall be provided as shown on the approved plans and set and joined to the pipe in the manner specified herein for cleaning, laying, and joining pipe. Whenever practical, flanged fittings shall be used and gate valves bolted directly to crosses and tees as applicable. All valves, fittings, hydrants including the connections shall be wrapped in a 10 mil plastic and sealed.
- A. Valves and Valve Boxes: Gate valves shall be installed as shown on the Town typical drawing and in accordance with the Minimum Standards adopted by the Town at the locations shown on the approved plans. In general, a valve shall be provided on each branch of a tee or cross. Care shall be taken to assure that the valve and box are plumb and that the valve box is properly supported on a concrete base, and adjusted for the correct finished grade. A box shall be provided for each buried valve and the box shall not transmit shock or stress to the valve and shall be centered over the valve nut. Each valve not in the roadway shall be marked with a steel T post. The top of the post shall have a 4 x4 minimum steel plate welded to the top. The plate shall be labeled with the valve ID.
- B. Hydrants: Hydrants shall be located as shown on the approved plans. Final location will be approved by the Town in the field and should provide complete accessibility and minimize the possibility of damage from vehicles or injury to pedestrians. Hydrants shall be accurately set to the proper bury lines so that bolts are accessible and shall be securely anchored when it is plumb. A gravel fill shall be placed around the hydrant barrel drain port as shown on the typical drawings. Each hydrant shall be connected to the main with a 6" minimum diameter branch controlled by an independent 6" gate valve, installed in accordance with the typical drawings for hydrant and gate valve installation adopted by the Town. The Contractor in the presence of the Town shall test each hydrant by operating it through several open and close cycles.
- C. Dead Ends: All unconnected ends of pipe shall have a valve, and plug or cap installed on it with appropriate restraint. In general, plugs shall be inserted into the bells of all dead-end fittings. Spigot ends of accessories, fittings and plain ends of plastic pipe shall be capped. Blind flanges shall be used on flange fittings. A reaction or thrust block and mechanical restraint such as a megalug shall be provided at all dead-ends of pipe.
- D. Thrust Blocks: A reaction or thrust block shall be provided at each bend, tee, valve, hydrant, plug, and at reducers or fittings where changes in pipe diameter or direction occur. The size and shape of the thrust blocking shall be as shown on the typical drawing. Concrete shall be a 6 sack, 4000 psi at 28 days mix approved by the Town. Maximum water cement ratio shall be 0.42. The concrete shall be placed between the poly wrapped pipe or appurtenance and the undisturbed wall of the trench. The concrete shall be placed in such a manner that no concrete is in contact with any bolts or nuts on the fitting etc. so that the pipe and fitting joints will be accessible for repair by poly wrapped the full joint and taping closed. In addition, a joint restraint system such as a megalug shall also be provided on all mechanical joints.

EXHIBIT A

DIVISION 2

SITE WORK – WATER SYSTEM CONSTRUCTION

- E. Air Valves: Air valves shall be installed in all locations where air is likely to accumulate in the water line, most often at high spots in the line. A tap shall be made in the top of the line and a corporation stop installed in the tap. The line shall then be connected to an air valve installed in a manhole or vault that meets the requirements of the material specifications above and shall be installed in accordance the standard drawing adopted by the Town. The valve shall be installed at 4 feet below finished grade. A frost-free lid shall be provided. Adequate insulation shall be installed around the valve to protect it from freezing.
- F. Cross Connection Control Valves: Cross connection control valves shall be installed in a manner which conforms with the recommendations of the Foundation for Cross Connection Control and Hydraulic Research and applicable CDPHE regulations and shall have sufficient space around and access to the valve to allow for proper testing.
- G. Vaults: Vaults where needed or required shall be of concrete with minimum wall thickness of 6 inches or the minimum required to properly encase the re-enforcing steel required by the structure. The vault shall be of such size as to allow easy operation and maintenance of the equipment contained therein with no less than 18" clear around the outside of the pipe. A 24" minimum access hatch shall be provided over the manway steps to allow access to the vault. Opening size and location shall allow for removal of any facilities that need to be maintained. Vaults shall include either a floor drain or sump depending on groundwater conditions.

3.10. Bedding and Compaction: Bedding, backfilling, and compaction shall be in accordance, with Excavation Backfill, and Compaction Standard Specifications of the Town and pipe manufacturer's specification. Special attention shall be given to placing and compacting select bedding material in the pipe zone. The haunching on PVC pipe shall be compacted to 95% Standard Proctor. Bedding and pipe zone backfill of water lines shall be fine grained and relatively impermeable rather than a graded material. Backfill shall not be wheel compacted until there is a minimum of 36" of compacted cover over the top of the pipe.

3.11. Hydrostatic Testing

The Contractor shall be required to perform hydrostatic tests on all water mains, laterals, dead ends, and service lines in accordance with AWWA specifications C600. Prior to making the test the Contractor shall advise the Town of the time and place of the test so that adequate inspection can be provided. Prior to performance of the test the pipeline shall be completely filled with water for a period of 24 hours.

The test shall be conducted in the presence of the Town or its authorized representative. The testing of the lines shall be done without being connected to existing lines unless approved by the Town. All necessary apparatus for pressure testing including the pump, pipe connection, gauges, and measuring devices shall be furnished by the Contractor at no cost to the Town. If connections to the existing lines are allowed by the Town, it is with the understanding that the Contractor assumes any and all responsibility in case of damage or failure of the existing system. Leakage through connections to the existing system, leaks in the existing lines, or leaking valves under the test pressure will invalidate the test and required the Contractor to find another means to test the line.

Prior to testing, all air shall be bled from the lines. If permanent air vents are not located at all high points, the Contractor shall install corporation stops at such high points so the air can be expelled as the line is filled then the corps closed. The lines shall be tested at 150 psi or 1.5 times the normal working pressure of the lines, whichever is greater, for not less than two (2) hours when performing the combined pressure and leakage test. Test pressure shall be measured at the high point in the line. All taps, gauges (3" face, 0-200 psi, at least 5 psi gradations), and necessary equipment shall be provided by the Contractor as

EXHIBIT A

DIVISION 2

SITE WORK – WATER SYSTEM CONSTRUCTION

approved by the Town; however, the Town may utilize its own gauges if it so elects. Each section of the new line, between valves shall be tested to demonstrate that each valve will hold the test pressure. No pipe installed will be accepted if the leakage is greater than that determined by the following formula:

$$L = \frac{N * D * \sqrt{P}}{7400}$$

Where:

- L = Allowable leakage (gal/hr)
- N = Number of joints in the line
- D = Nominal Pipe Diameter (in)
- P = Testing pressure (psig)

During the test, the test pressure shall not lose more than 5 psig without being pumped back up to the test pressure. The total gallons of water required to return the line to the test pressure at the end of the test period is the total leakage. If the total leakage is less than the allowable, the line can be given preliminary acceptance. All visible leaks will be repaired regardless of the amount of leakage. If leakage exceeds that allowed based on the above formula, Contractor shall identify problems, make repairs, and repeat the test until the leakage is less than or equal to the allowable leakage.

When separate pressure and leakage tests are to be performed, test procedures shall conform with the procedures detailed in AWWA C600. The duration of the pressure test shall be a minimum of one (1) hour and the duration of the leakage test shall be a minimum of four (4) hours.

Each gate valve shall be tested to ensure that it operates properly and provides watertight seal under 1 1/2 times operating pressure in the closed position.

3.12. Disinfection of Potable Waterlines

- A. General: Flushing and disinfection of potable waterlines shall be done in accordance with the procedure set forth in AWWA C651 Disinfecting Water Mains. All water lines and sections of water line which have been exposed including lines owned by other parties must be disinfected. The Contractor shall provide all temporary blowoffs, pumps, chlorination equipment, chlorine and all other necessary apparatus required. The placement of powder chlorine in each joint of pipe will not be allowed.
- B. Pipe Cleaning: If the pipe contains dirt or heavy encrusted matter that in the opinion of the Town Engineer will not be removed during the flushing operation, the Contractor shall clean and swab the interior of the pipe with a 5 percent chlorine solution.
- C. Preliminary Flushing: The pipeline shall be flushed prior to disinfection, except when the tablet method is used, to remove all remaining foreign material. The flushing operation shall develop a minimum velocity of 5 ft./sec. for 5 minutes minimum through the length of the pipe. If dirt cannot, in the opinion of the Town Engineer, be removed by flushing, the pipe shall be cleaned and swabbed with a 5% hypochlorite disinfecting solution. Preliminary flushing cannot be used with the Tablet Method. Use of tablet method for disinfection is only allowed if the pipe has been kept clean and dry duration installation. If the pipe has not been kept clean, the tablet method is not allowed and preliminary flushing is required.

EXHIBIT A

DIVISION 2

SITE WORK – WATER SYSTEM CONSTRUCTION

- D. Chlorine Application: In general, chlorine shall be applied using the continuous feed method. The tablet method may be used on short extensions (up to 2500 ft.) of small diameter mains (12-inch and smaller). Longer line segments require using the continuous feed method.
- E. Continuous Feed Method: Introduce water into the line at a constant rate while adding chlorine at a minimum concentration of 25 mg/l. Maintain the chlorinated water in the pipeline for a minimum of 24 hours after which period the treated water shall contain no less than 10 mg/l of chlorine throughout the entire length. Repeat the above procedure if the residual at the end of the 24 hours fails to meet the minimum concentration. Note that use of the slug method, requires 3 hours contact with not less than 100 mg/l solution and not less than 50 mg/l free Cl₂ at the end of the 3 hours.
- F. Tablet Method: This method shall not be used if trench water or foreign material has entered the line or if the water is below 5 degree C (41 degrees F). Because preliminary flushing cannot be used with this method, tablet method shall only be used when scrupulous cleanliness has been exercised. Place tablets in each section of pipe in sufficient number to produce a dose of 25 mg/l. Refer to Table 3 of AWWA C651 for the required minimum number of tablets (2 tablets for 6" and 3 for 8" pipe in 20' joints). All tablets within the main must be attached at the top of the pipe with an adhesive appropriate for potable water. Tablets shall also be placed on all hydrants. Introduce water into the pipeline at a rate no greater than 1 ft./sec. and retain the water in the pipeline for a period of 24 hours. The minimum residual shall be 5 mg/l throughout the line.
- G. Final Flushing: After the required retention period, flush all heavily chlorinated water from the main until the chlorine concentration is no higher than that prevailing in the system, or less than 1 mg/l. When the tablet method has been used, provide a flushing velocity equal to that of the preliminary flushing specified above.
- H. Disposal of Super Chlorinated Waters: All flushing of chlorinated water shall be completed in conformance with CDPHE guidance and in a manner that protects with environment and all property and improvements.
- I. Bacteriologic Tests: After completion of the final flushing and prior to placing the pipeline in service, collect samples from the end of the line and test for bacteriologic quality to show the absence of coliform organisms. The number and frequency of samples shall conform to the requirements of the public health authority having jurisdiction but in no case shall the number be less than one for chlorinated supplies and two collected 24 hours apart for unchlorinated supplies. Collect samples in sterile bottles from a standard corporation stop installed in the main. Do not collect samples using a hose or fire hydrant. Sterilize the corporation stop prior to sampling.
- J. Repetition of Procedure: If the original disinfection fails to produce satisfactory samples, repeat the disinfection procedure until satisfactory results are obtained.
- K. Disinfecting Existing Mains: The procedure outlined in this section apply primarily when existing mains are wholly or partially dewatered. Leaks or breaks that are repaired with clamping devices while the mains remain full of water under pressure present little danger of contamination and may not require disinfection as long as the repair parts and the pipe which will be covered are swabbed with chlorine immediately prior to connection.

When an old line is opened, either by accident or by design, the excavation is likely to be wet and could be contaminated. Liberal quantities of hypochlorite applied to open trench areas will lessen

EXHIBIT A

DIVISION 2

SITE WORK – WATER SYSTEM CONSTRUCTION

the danger from such pollution. Tablets have the advantage in such a situation because they dissolve slowly and continue to release hypochlorite as water is pumped from the excavation.

The following procedure is considered as a minimum that may be used.

- i. Swabbing with Hypochlorite Solution - The interior of all pipe and fittings used in making the repair (particularly couplings and tapping sleeves) and the open section of the existing line shall be swabbed with a 5% hypochlorite solution before they are installed.
- ii. Flushing - Thorough flushing is the most practical means of removing contamination introduced during repairs. If valving and hydrant locations permit, flushing from both directions is recommended. Flushing shall be started as soon as the repairs are completed and continued until discolored water is eliminated and the water being discharged has a comparable chlorine residual to the water in the distribution system.

Where practicable, in addition to the above procedures a section of main in which the break is located shall be isolated, all service connections shut off, and the section flushed and chlorinated as described for new lines, except that the dose may be increased to as much as 500 mg/l, and the contact time reduced to as little as 1/2 hour. After chlorination, flushing shall be resumed and continued until discolored water is eliminated, and chlorine concentration is equal to that in the system.

Bacteriologic samples shall be taken after repairs to provide a record by which the effectiveness of the procedures can be determined. If the direction of flow is unknown, samples shall be taken on each side of the main break.



COLORADO
Department of Public
Health & Environment

Dedicated to protecting and improving the health and environment of the people of Colorado

Low Risk Discharge Guidance

Discharges of Potable Water

January 15, 2016

Scope and Purpose of Modification

This revised guidance document is effective January 15, 2016. In addition to editorial revisions, the following substantive modifications were made:

- Added definitions.
- Clarified the limitations on discharges for which this guidance is applicable, including what is included in a “potable water distribution system.”
- Clarified that certain discharges associated with “super-chlorinated” water may be allowed under this guidance when the criteria and conditions are met.
- Added conditions allowing for the use of chemical dechlorination.
- Clarified the requirements and practices for preventing erosion.
- Identified an allowable concentration for residual chlorine in discharges to classified surface waters, consistent with 5 CCR 1002-31, The Basic Standards and Methodologies for Surface Water.

Changes related to potable water distribution systems were made in response to comments received on the draft permit COG604000 General Permit for Discharges from Hydrostatic Testing of Pipelines, Tanks, and Similar Vessels. The final permit was issued on November 23, 2015 and is effective on April 1, 2016. Summaries of the comments and the division’s responses are included in the fact sheet for the final permit. In the final permit, the division excluded discharges of potable water from potable water distribution systems and reaffirmed that these discharges are more appropriately covered in accordance with WQP-27, Low Risk Discharges Policy, as an alternative to general permit coverage. The division determined that clarifications should be made to this guidance regarding the issues raised during the general permit renewal process and aligned the timeline of this update with the timeline for issuance of the final permit.

In regard to clarifications regarding what is included in a potable water distribution system, the division found that discharges associated with testing of new lines were consistent with scope of the guidance as long as the construction and installation methods did not render the water non-potable. Clarity was added to this guidance since construction contractors had previously applied and obtained authorization for the discharge of water, including potable water, associated with the installation and testing of new lines, under the COG604000 General Permit.

In regard to super-chlorinated water, the division determined that the super-chlorination of water in potable water distribution systems does not render the water non-potable, and that control measures for dechlorination of superchlorinated water are highly effective and widely available. Since comments on the COG604000 General Permit requested clarification regarding whether permit coverage under the general permit would be available for superchlorinated discharges, and since in response to other

EXHIBIT A

DIVISION 2

SITE WORK – WATER SYSTEM CONSTRUCTION

comments the division excluded all discharges from potable water systems from the COG604000 General permit, the division is clarifying in this modification to the guidance document that certain discharges associated with super-chlorinated water may be allowed under this guidance.

Background and Discussion

This discharge policy guidance has been developed in accordance with WQP-27, Low Risk Discharges Policy. This guidance is only applicable to discharges meeting the low risk discharge criteria and conditions identified below. **Refer to the Alternative Disposal Options section at the end of this document for additional information for discharges that do not meet the criteria and conditions of this guidance.**

When the provisions of this guidance are met, the division will not actively pursue permitting or enforcement for the discharge of potable water, unless on a case-by-case basis the division finds that a discharge has resulted in an adverse impact to the quality of any state waters receiving the discharge.

Discharges of potable water are a type of industrial activity with short term, infrequent discharges that with proper management are not expected to contain pollutants in concentrations that are toxic or that would cause or contribute to a violation of a water quality standard. The typical pollutant of concern is total residual chlorine, however, depending on how the discharge occurs, total suspended solids and oil and grease may become pollutants of concern. These pollutants can be handled using dechlorination techniques, filters, oil booms, and other control measures.

There are a large number of discharges of potable water. For example, approximately 2,000 public water systems are subject to the Colorado Primary Drinking Water Regulations (5 CCR 1002-11). There are additional public and private systems that distribute water intended for human consumption which are not subject to 5 CCR 1002-11. These systems operate potable water distribution systems that generate the types of discharges covered by this guidance. From October 2001 through December 2008, the division had a general permit in place, the Treated Water Distribution Permit (COG380000), to authorize discharges from potable water distribution systems. During the seven years permit coverage was available, 35 systems applied for and obtained permit coverage, a small number relative to the number of systems expected to discharge. The division established the Low Risk Discharge Policy in June 2008 to provide an alternative to general permit coverage for low risk discharges. The division issued the first low risk discharge guidance for potable water discharges in January 2009, which aligned with the timeline for termination of the COG380000 general permit. The division finds that these types of discharges may occur at all times of the year, and require a resource intensive effort to permit, without resulting in a clear general benefit to environmental quality due to the low risk nature of the discharge.

The criteria provided in this guidance must be met, and all of these conditions must be followed, by anyone claiming to discharge under this low risk guidance.

The following are examples of common discharges that **do not meet** the criteria for discharging under this guidance. Discharges that do not meet the criteria for coverage under this guidance shall otherwise be disposed of properly, which may include sending to the sanitary sewer with permission of the local wastewater treatment facility or treating and discharging under a CDPS discharge permit (see the Alternative Disposal Options section at the end of this document).

- Discharges associated with installing or repairing pipe, fittings, and appurtenances for distribution of potable water and for which the discharge water would not meet the definition of potable water are not covered by this guidance. For example, the following would not be covered under this guidance:

discharges from cleaning debris and foreign materials from new sections of pipe which have pollutant concentrations making the water unsuitable for human consumption in accordance with Colorado Primary Drinking Water Regulations (5 CCR 1002-11).

- Discharges from cleaning or maintaining components at a construction or utility yard are not covered by this guidance.
- Discharges from a distribution system, tank or storage facility that is used for conveyance or storage of materials other than potable water are not covered under this guidance.

Criteria, Conditions, and Control Measures

➤ Definitions

- ❖ **Backflow Prevention Assembly or Device:** means any mechanical assembly or device installed at a water service line or at a plumbing fixture to prevent a backflow contamination event, provided that the mechanical assembly is appropriate for the identified contaminant at the cross connection and is an in-line field-testable assembly.
- ❖ **Classified State Surface Water:** is a surface water with a classification in the Classification and Numeric Standards Regulation for each of the seven river basins in Colorado. Classifications for each segment within the river basin can be found in the numeric and standards table for each basin regulation.
- ❖ **Control measures:** are any best management practice or other method used to prevent or reduce the discharge of pollutants to waters of the state.
- ❖ **Potable Water:** means water suitable for human consumption in accordance with Colorado Primary Drinking Water Regulations (5 CCR 1002-11), or water intended for human consumption from a public or private supply system not subject to 5 CCR 1002-11.

➤ Low Risk Discharge Criteria

This guidance is applicable to point source discharges that meet the following criteria and that meet the conditions listed in the next section. See the Alternative Disposal Options section for guidance on addressing water not meeting these criteria.

- ❖ The discharge shall be of potable water from a potable water distribution system, including tanks and storage facilities that are part of that system. This includes lines supplying potable source water to other systems, not separated by a backflow preventer, where free mixing with the potable system occurs (e.g. fire suppression lines, irrigation lines, etc.). A system has been “maintained for potable water distribution use” when it will be or is currently delivering or storing potable water (i.e. existing systems).

➤ Conditions

The following conditions must be followed by anyone discharging potable water. See the Alternative Disposal Options section for guidance on addressing water not meeting these conditions.

- ❖ **Exclusion of Process Discharges:** With the exception of hydrostatic testing of potable water distribution systems, the potable water shall not be used in any additional processes. Processes include, but are not limited to, any type of washing, heat exchange, manufacturing, or hydrostatic testing of pipelines not associated with treated water distribution systems.
- ❖ **Requirement for Removal of Chlorine:** If the discharge is directly to a state surface water (any stream, creek, gully, whether dry or flowing), it must not contain any residual chlorine in excess of 0.011 mg/L. The operator is responsible for determining what is necessary for removing chlorine from the discharge. If the discharge is to a ditch, chlorine content may be limited by the owner of the ditch. However, if the ditch returns flow to classified state surface waters, it must not contain residual chlorine in excess of 0.011 mg/L at the point where it discharges to the classified state surface water. It is recommended that if an operator is unsure of the status of the receiving water for a discharge in accordance with this guidance, that they assume a receiving water is a classified state surface water and therefore subject to the 0.011 mg/L chlorine limitation.
- ❖ **Exclusion of Discharges with Cleaning Materials and Added Chemicals:** The addition of cleaning materials or chemicals to the potable water source water or discharge is not allowed under this guidance, except for additional chlorine and dechlorination chemicals meeting the conditions below.
 - Additional chlorine may be added to the potable water source for the purposes of maintaining the potable water distribution system, including the use of super-chlorinated water. Special attention should be paid to the selection and use of control measures implemented for dechlorinating superchlorinated waters.
 - Dechlorination chemicals may be added to the discharge for the purposes of removing residual chlorine and in accordance with the manufacturer's label.
- ❖ **Controlling Erosions:** The discharge shall not cause erosion of a land surface that could cause pollution of the receiving water. Signs of visible erosion that have the potential to cause pollution without downstream controls measures implemented include the formation of rills or gullies on the land surface. Energy dissipation devices designed to protect downstream areas from erosion by reducing velocity of flow (such as hose attachments and erosion controls), may be necessary to prevent erosion.
- ❖ **Limiting Solids in Discharge:** The discharge shall not contain solid materials in concentrations that can settle to form bottom deposits detrimental to the beneficial uses of the state waters or form floating debris, scum, or other surface materials sufficient to harm existing beneficial uses.
- ❖ **Additional Requirements and Property Rights:**
 - All discharges must comply with the lawful requirements of federal agencies, municipalities, counties, drainage districts, ditch owners, and other local agencies regarding any discharges to storm drain systems, conveyances, ditches or other water courses under their jurisdiction.
 - The guidance included in this document in no way reduces the existing authority of the owner of a storm sewer, ditch owner, or other local agency, from prohibiting or placing additional conditions on the discharge.

➤ **Implementation of Control Measures**

Control measures should be implemented as necessary to meet the conditions above, by anyone discharging in accordance with this guidance. The following control measures have been developed by the division to help ensure that the discharge will not negatively affect water quality. When implementing control measures to meet the criteria and conditions of this guidance may not be practical, see the Alternative Disposal Options section for additional solutions.

❖ **Discharges to the Ground:** For discharge to the ground, the water should not cause any toxicity to vegetation. When discharging, allow the water to drain slowly so that it soaks into the ground as much as possible.

❖ **Chlorine:**

▪ **Discharge to the Ground instead of Dechlorination:** The conditions for removing chlorine are not applicable when a discharge is to the ground and does not result in water reaching a state surface water. This option should be considered as an alternative to dechlorination.

▪ **Dechlorination:** Potable water is expected to contain chlorine at concentrations greater than the 0.011 mg/L chlorine limitation, and therefore removal of residual chlorine must be done for any direct discharge to state surface waters, or for any discharge to a storm sewer or conveyance where the chlorine will not dissipate to below the 0.011 mg/L limitation prior to reaching a state surface water. Dechlorination, if necessary, may be achieved by allowing water to stand uncovered until no chlorine is detected; ensuring dechlorination occurs between the location it is released from the potable water system but prior to reaching the classified state surface water; or by using a portable dechlorinator.

▪ **Additional Control Measures for Chemical Dechlorination:** Many portable dechlorinators rely on the addition of chemicals to remove chlorine from the discharge. All chemical additions must be in accordance with the manufacturer's specifications. When using chemicals in the dechlorination process, the operator must ensure the following: that proper quantities and rates are used, based on the concentration of chlorine; that adequate mixing occurs; and that enough time is allowed prior to flow reaching a surface water for the dechlorination chemicals to react with the chlorine in the water. In cases where the discharge of water that had been super-chlorinated will occur, operators should allow additional time for the chlorine to dissipate.

▪ **Determining if Chlorine Concentration is below 0.011 mg/L:** It is the operators' responsibility to ensure that adequate processes are followed to meet the 0.011 mg/L chlorine limitation prior to discharge to a classified state surface water. It is not required that an EPA approved test method be used to make this determination.

- **Discharge Testing:** There are a variety of methods to test for chlorine in the field, but the operator should ensure that the method selected is capable of detecting total residual chlorine down to the 0.011 mg/L limitation. For many methods, it will be necessary to have a test result indicating no (0 mg/L) residual chlorine to ensure that this limitation is met. A common and affordable test method is using a "color-wheel test kit" available from a variety of suppliers of chemical testing/analysis equipment. It is highly recommended that analysis occur for all superchlorinated discharges.

- **Discharging without Testing:** In some cases, it may be possible for an operator to make a determination that the chlorine concentration in a discharge is below 0.011 mg/L without analysis. This may be based on a determination that the given hold time or travel time to a classified state water, based on other discharge-specific variables, will adequately reduce chlorine levels to result in the chlorine limitation

being met. It is the operator's responsibility to ensure they understand the variables associated with a specific discharge to ensure that the chlorine limitation has been met.

- ❖ **Pollutants Picked Up After Release:** The discharge should be conducted to minimize the potential to pick up additional pollutants following release from the potable water distribution systems and prior to discharge to a water of the state.
 - The discharge should be conducted to minimize the potential to pick up additional suspended solids and to control erosion. It is understood that minimal suspension of sediment is inherent to any water running across soils. However potential water quality impacts should be minimized through practices such as diffusing flows and avoiding flows across bare soils.
 - The discharge should be conducted to minimize the potential that it will contact petroleum products/waste, and avoid picking up any oil and grease. When possible, an absorbent oil pad, boom or similar device should be used to eliminate oil from the discharge. A visible sheen must not be evident in the discharge.
- ❖ **Preparing and Installing Components:** When installing new pipe, fittings and appurtenances into a potable water distribution system, the components should be prepared and maintained in a way to minimize the potential for contribution of pollutants to discharges covered under this guidance.
 - All pipe, fittings, and other appurtenances associated with the discharge should meet industry standards for cleanliness for a public water. Examples of standard operating procedures include, but are not limited to, those found in ANSI/AWWA Standard C600-10, (*Installation of Ductile-Iron Mains and Their Appurtenances*), or any other applicable standard operating procedures that reflect industry standards of cleanliness. When it is necessary to remove debris, foreign material or other gross contamination from components prior to installation, wastewater generated from such activities may not be covered under this guidance. Such activity should occur at a location that allows for generated wastewater to be sent to the sanitary sewer with permission of the local wastewater treatment facility. Such wastewater could also be otherwise collected and disposed of.
 - Practices should be implemented during transport, storage, installation, and maintenance to minimize introduction of contaminants to pipe, fittings, and other appurtenances that could contribute pollutants to discharges.
- ❖ **Removing Pollutants:** Control measures for filtering or settling suspended solids and other debris should be used to remove solids or other debris that have either been picked up after discharge or that originated from within the potable water system. Examples of suspended solid removal practices include but are not limited to, check dams and filter bags. As a final measure downstream from additional control measures, inlet protection can be used to provide some additional removal and to allow for redundancy. Pollutant removal control measures should be used and maintained in accordance with the manufacturers' specifications.

Alternative Disposal Options

Water that does not meet the criteria of this guidance or that cannot be discharged in a manner that meets the conditions of this guidance must be either authorized by a CDPS discharge permit issued by the division, or disposed of through an alternative means. Because the water sources addressed in this

EXHIBIT A

DIVISION 2

SITE WORK – WATER SYSTEM CONSTRUCTION

guidance are not covered by an existing general permit, it is expected that obtaining a CDPS permit will not be a practical solution for most discharges.

Water not meeting the criteria and conditions of this guidance may be sent to the sanitary sewer with permission of the local wastewater treatment facility or otherwise collected and disposed. If discharge is to the sanitary sewer, contact the local wastewater treatment facility prior to discharge. System owners may grant blanket authorization to discharge to their systems. This must be done to ensure that the facility is able to accept the discharge. Not all facilities are able to accept such discharges. Note that additional restrictions or local guidelines may apply.

If the waste is collected for disposal, it may be hauled off site for disposal at a facility that is authorized to discharge the water through an existing CDPS permit or in accordance with disposal requirements administered through the Colorado Hazardous Materials and Waste Management Division.

Alternatively the water may be land applied in a way that results in complete evapotranspiration. This will likely only be an option when the quantities of water are small.

DIVISION 2 – SITE WORK**SECTION 02722 – SEWER SYSTEM - MINIMUM DESIGN STANDARDS****1. PLAN APPROVAL**

In addition to the requirements for plan approval in the General Requirements, the plans shall clearly show the lots and blocks to be served and the location of the sanitary sewer mains with reference to property lines. All service wyes shall be stationed for proper control and for future location. Profiles shall give dimensions, grade, rim elevations, and invert elevations into and out of the manholes of the sewer to be constructed. The plan view shall include topographic information with at least 2 foot contours for all lots in the service area.

2. DESIGN FLOW

2.01. The design shall include consideration for providing service to the entire area tributary to the outfall point. Estimates of residential sewage contribution shall be based on 100 gallons per capita per day with a peak hour factor of 3. Minimum residential population density shall be figured on a basis of 3.5 persons per house, structure density based on the zone, and 70 percent of total land area developed as residential unless otherwise zoned, subdivided, or restricted.

2.02. Institutional, commercial, and industrial sewage contribution estimates shall be based on the design criteria set by the Colorado Department of Public Health and Environment (CDPHE) with review by the Town. Allowance shall be made for infiltration flow of 50 gallons per day per inch diameter per mile of pipe. Design flow shall be the sum of the peak flow as computed above and the flow due to infiltration as determined above or by actual field experience if worse.

2.03. Sewers 15 inches in diameter and smaller shall carry the peak design flow at a maximum flow depth of half the pipe diameter. Sewers larger than 15" in diameter may be designed to flow up to three quarters full at peak design flow rate. The minimum velocity at the design flow rate shall be 2.0 feet per second (fps). Where actual flow will be much below normal for several years the minimum velocity shall be achieved by suitable grades at the partial design flow.

3. PIPING DETAILS

3.01. Materials: Piping materials shall meet the requirements specified in the Standard Specifications for Sewer Collection System Construction. In most cases pipe shall be SDR 35 PVC. Use of materials other than PVC pipe shall be permitted only with prior approval of the Town.

3.02. Size: Normally sanitary sewer mains shall be 8 inch diameter or larger to facilitate maintenance. Service connections shall be 4 inch diameter or larger. Six (6) inch sewer mains may be installed under special conditions where only 3 or fewer residential connections will be made to the line, and where approved by the Town. Smaller force mains may be used under certain conditions with approval of the Town.

3.03. Grades: The following minimum grades shall apply unless hydraulic (flow) requirements above supersede the grade criteria:

EXHIBIT A

DIVISION 2

SITE WORK – SEWER MINIMUM STANDARDS

<u>Sewer Diameter</u>	<u>Minimum Grade (percent)</u>
4 inch	2.0 or 1/2 inch per foot
6 inch	1.00
8 inch and larger	0.50

3.04. Minimum Velocity: Pipes must be designed to flow at a minimum of 2 fps at design flows unless the Town approves a deviation which will only be considered under extreme circumstances.

3.05. Maximum Slope: Sewer shall be designed with slopes of less than 10%. If the ground profile is steeper than that, control the slope of the sewer with the use of adequately spaced drop manholes. Where velocities greater than 5 feet per second are attained, special provisions shall be made to keep the liquids from separating from the solids and to protect against displacement by erosion and shock.

3.06. Manhole Spacing and Design: Manholes shall be provided at every change in direction or grade, or connection with other sewer main; maximum spacing shall be 400 feet for lines 15 inches or smaller, and 450 feet for lines larger than 15 inches. A minimum of 0.10' foot drop shall be provided in manholes with a maximum change in direction of 45 degrees and 0.20 feet for changes in direction greater than 45 degrees. Sewer lines shall be straight and not curved between manholes in both line and grade. Manholes shall be stubbed out with suitable size pipe wherever future extension of the sewer is anticipated.

3.07. Flexible Joints near Manhole: Provide a flexible joint in the pipe 12 to 18 inches from all manhole walls and other solid structures.

3.08. Terminal Manhole: There shall be a terminal manhole at the end of all sewer lines, past the last sewer service.

3.09. Underdrains: Where underdrains are to be constructed with the sewer mains (or other locations), cleanouts or manholes shall be provided for the underdrain at each manhole or at 400 foot maximum intervals for the underdrain. Typically underdrains installed with sewer mains shall be placed to the side and below the sewer main.

3.10. Drop Manhole: Drop manholes should be provided when the change in elevation through the manhole is in excess of 24 inches. Designs that require drop manholes, require Town authorization.

3.11. Depth of Bury: Minimum cover on sewer mains shall normally be seven feet to ground surface. Bury of 7 to 9 feet is considered normal. Depths outside this range will require specific approval of the Town.

4. LIFT STATIONS

The need for pumping facilities and the design of these facilities shall be discussed with the Town prior to beginning design. The use of lift stations is discouraged unless truly necessary. The Town reserves the right to dictate the location and type of pumping facilities to be constructed and to require extra maintenance services from the developer and/or to impose additional charges to the users.

5. INVERTED SIPHONS

The use of inverted siphons is discouraged especially in low flow and intermittent flow situations. If the Town does approve the use of a siphon system, the system shall have not less than 2 barrels, with a minimum pipe size of 6 inches and shall be provided with necessary appurtenances for convenient flushing and maintenance. The manholes shall have adequate clearances for jetting. In general, sufficient head

shall be provided with pipe sizes selected to secure velocities of at least 3.0 feet per second for average flows. The inlet and outlet details shall be arranged so that the normal flow is diverted to one barrel and so that either barrel may be out of service for cleaning.

6. SERVICE CONNECTIONS

6.01. Typically, the service line should not be any closer than five feet to the side property line, and no service line may be constructed through or in front of any adjoining property. Whenever possible, service lines shall be installed perpendicular to the main and shall be located 10 feet inside the downhill property line. Minimum fall on 6 inch sewer service lines shall be 1/8 inch (1%) per foot (2% preferred) and for 4 inch pipe 1/4 inch per foot (2%). Minimum cover of the sewer service shall be three (3) feet at the property line where there will be no basements.

6.02. Full body wyes shall be provided in the sewer main for service connections at each building site. Service lines shall be shown on the drawings in plan and profile. Tapping saddles will only be allowed with approval of the Town for circumstances which necessitate their use and not allowed for new construction. Fittings shall be angled upwards so that the upper invert of one-eighth bend connected to the fitting will have an elevation equal to or higher than the inside top of the sewer main. Service lines installed during main line construction shall extend through the front utility easement, have a cleanout out at the termination and be plugged with a water and air tight seal and marked with a 2 x 4 brought to grade and backed by a steel T post marked with the depth of the line. Riser connections shall be installed where the elevation of the top of the fitting is more than 12 feet below finished ground surface. See Standard Specifications and typical drawing for more detail on service stub-ins and connections.

6.03. Before a Contractor or property owner begins building a basement or any habitable structure below ground, the Owner or Contractor shall ensure that the level of the most adjacent sewer is 6 inches in elevation lower than the flood level of the lowest fixture or drain in said basement. This requirement will be waived if the Contractor or Owner installs a sewer lift station or an approved backflow prevention device.

6.04. Sewer mains shall be extended to a point at least 20 feet up from the lowest lot corner adjacent to the sewer main of the uppermost lot to be served and terminate in a manhole. Service connections will not be allowed to enter directly into a manholes except when the diameter of the service line is 50% or more of the main in which case a special manhole shall be added for that purpose. Only with the approval of the Town may service connections be allowed immediately above or below a manhole.

7. CONSTRUCTION

7.01. In general construction shall conform with the Standard Specifications for Sewer System Construction as well as with the Excavation, Backfill, and Compaction, Specifications (Section 02200). Select bedding shall extend from 6 inches below the pipe barrel to springline (half way up the pipe). Compaction in this region is critical to support the pipe and must be 95% Standard Proctor. The first one foot of backfill over the pipe shall be hand placed, hand compacted, select material as defined in the Excavation and Backfill Specifications. For gravity sewer line construction, a single size screen rock between ¾" and 1-1/2" shall be used as select bedding. Place a non-woven geotextile on top of the screened rock or wrap the entire pipe zone in a geotextile wrap.

7.02. In places where the sewer has less than four feet of cover, provisions shall be made to protect pipe from impact loading. If very shallow insulation may be required.

7.03. An approved cut-off wall shall be constructed on the lower side of crossings such as under open ditches, canals, or creeks, to prevent water from following the sewer trench.

7.04. Where design velocities exceed 5 fps, special provisions shall be made to protect against pipe displacement by shock and/or erosion.

7.05. Underdrains, where required, shall be formed by creating a non-woven geotextile wrap around screened bedding around the sewer pipe and underdrain. See Sewer / Seep trench typical drawing.

8. PROTECTION OF WATER SUPPLIES

8.01. There shall be no physical connection between a public or private potable water supply system and a sewer, or appurtenance thereto which would permit the passage of any sewage, non-potable, or polluted water into the potable supply directly or through contamination of the surrounding soils.

8.02. Whenever possible, sewer mains and service lines should be laid at least 10 feet, horizontally, from any existing or proposed water main. Should local conditions prevent a horizontal separation of 10 feet, a sewer may be laid closer than 10 feet to a water main if it is laid in a separate trench, or it is laid in the same trench with the water mains located at one side on a bench of undisturbed earth with at least five feet of horizontal separation.

8.03. Unless there is at least 10 feet horizontal separation, the elevation of the crown of the sewer must be at least 18 inches below the invert of the water main or the sewer line encased.

8.04. Whenever sewer must cross under water mains, the sewer shall be laid at such an elevation that the top of the sewer is at least 18 inches below the bottom of the water main. When the elevation of a sewer cannot be buried to meet the above requirement, the water main may be relocated to provide this separation or the sewer pipe shall be encased by either a single joint of PVC or HDPE pipe for a distance of 10 feet on each side of the water. When possible, one full length of water main shall be centered over the sewer so that both joints will be as far from the sewer as possible. When it is impractical to encase the sewer, the water line shall be encased with the same criteria above.

8.05. When sewer lines or services cross above water mains or services, the water mains must be protected at a minimum by the criteria above. In such cases, there shall be no joints within ten feet on each side of the water line. In all cases where the sewer line is above the water, a casing shall be required and the ends of the casing shall be sealed in a watertight manner with a reducing no-hub gasket or other approved method. Both lines should be pressure tested to assure water tightness.

8.06. There shall be a minimum clear distance vertically of 8" between the uppermost part of the lower utility and the lowermost part of the upper utility including casings to allow for proper bedding. In all cases, suitable backfill or other structural protection shall be provided to preclude settling and/or failure of any of the pipes.

8.07. The Town shall have final review authority of all proposed designs which do not provide adequate separation. These requirements for protection of the water system against contamination from non-potable water conveyances shall apply equally to water mains and service connections.

9. MISCELLANEOUS REQUIREMENTS

9.01. Rain water leaders, roof drains, surface drains, or ground water drains shall not be connected to the sanitary sewer. Each sanitary sewer service system shall be separate from the drainage system.

9.02. Grease and sand traps shall be installed where required by the provisions of the Ridgway Municipal Code and/or the International Plumbing Code.

10. TESTING

Testing of sewer lines and services, manholes and appurtenances shall conform with the requirements of the applicable portions of the Sewer System Construction (Section 02723) regarding lapping, vacuum, in- & exfiltration, and pressure testing.

DIVISION 2 – SITE WORK

SECTION 02733 - SEWER SYSTEM CONSTRUCTION

1. GENERAL

1.01. Related Work Specified Elsewhere

Section 02220 - Excavation, Backfill and Compaction

Section 02713 – Water System Construction

Section 02722- Minimum Design Standards – Sewer Collection System

1.02. Description

Work specified in this Section includes furnishing, installing, and testing of sewer mains, service lines, temporary services, drain and seep lines, manholes, valves, fittings, cleanouts, appurtenances, and manholes, and testing requirements for sewage and seep piping systems.

Sewers shall be constructed of such size and laid to such grades as approved by the Town. The Town must be notified in accordance with the General Requirements of when pipe will be laid. No pipe shall be laid or covered until it has been inspected by the Town.

Pressure sewer lines shall conform with applicable sections of these specifications and with the sections of Water Line Standard Specifications as they apply to installation and testing of piping lines under pressure.

1.03. Certificates of Compliance

Certificate of Compliance shall be submitted to the Town stating all pipe and materials furnished under these specifications do in fact comply with all referenced specifications.

1.04. Referenced Standards

- A. Uni-Bell PVC Pipe Association - Recommended Practice for the Installation of Polyvinyl Chloride Sewer Pipe (UNI-B-5) latest revision
- B. Uni-Bell PVC Pipe Association - Recommended Practice for Low Pressure Air Testing of Installed Sewer Pipe (UNI-B-6) latest revision
- C. C478 Standard Specifications for Precast Reinforced Concrete Manhole Sections

2. PRODUCTS

2.01. Pipe Materials

All materials shall be new, and of the best standard quality available for the purpose intended. Where materials are specified by brand names, materials of equal quality may be substituted if the Contractor submits adequate technical and descriptive data and secures the approval of the Town. The Town or its designated representative shall be the sole judge of the suitability and acceptance of materials. The Town in some instances may insist on a particular brand or model (to match materials in use) to minimize the parts inventory and/or O and M requirements.

EXHIBIT A

DIVISION 2

SITE WORK – SEWER SYSTEM CONSTRUCTION

A. Polyvinyl Chloride (PVC) Pipe

Conformance	SDR 35, 3034 PVC sewer or heavier walled
Pressure Rating	Gravity, open channel flow
Joints **	Unibell bell and spigot, elastomeric gasket
Service	Gravity sewer lines, sewer service lines
Maximum Warp	1/32 inches per foot
Fittings	Schedule 40 or Schedule 80 PVC
Conformance	ASTM 1785 or AWWA C900
Pressure Rating	150 psi working pressure
Joints **	Unibell bell and spigot, elastomeric gasket
Fittings	AWWA C151/A21.51
Service	Pressure sewer lines
Conformance	Schedule 40 PVC
Pressure Rating	150 psi working pressure
Joints **	Solvent weld conforming to ASTM D-2564 & D-2855 (Specifications and Recommended practices for Solvent-Cemented Joints with PVC pipe)
Fittings	Schedule 40 - solvent cemented per ASTM D-2564
Service	Force mains less than 3" in diameter only

B. Ductile Iron Pipe and Fittings

Conformance	AWWA C151/A21.51
Class	Class 50
Lining	Cement Mortar, or epoxy
Coating	Polyethylene wrap tubes, tape seal ends
Pressure Rating	100 psi working pressure
Joints **	Push on, Super Bell-tite

** Joints shall be approved by the Town prior to purchasing the pipe and fittings.

C. High Density Polyethylene (HDPE) Pipe Perforated

Conformance	4-10" AASHTO M252, ASTM F2648; 12" - 60" AASHTO M294, ASTM F2648 and F2306 Perforated
Joints	Bell and Spigot
Service	Seep line

D. High Density Polyethylene (HDPE) Pipe

Conformance	AWWA C906, DI or IPS
Thickness	DR 11
Pressure Rating	200 PSI operating pressure
Joints	Butt fusion, Heat welded
Fittings	200 psi, HDPE butt fused, heat welded when available or Ductile Iron AWWA C153 or C110, 250 psi,
Restraints	Concrete & Megalug 2000 series or equal for DI MJ fittings
Service	Only where shown on the plans or specifically approved by the Town. If allowed, HDPE will need to meet same ID as the specified pipe

EXHIBIT A

DIVISION 2

SITE WORK – SEWER SYSTEM CONSTRUCTION

- | | | |
|----|--|--|
| | Service Connections | Electofusion tapping saddle or tee |
| E. | Steel Casing Pipe | |
| | Service | Buried Pipe Encasement |
| | Conformance | AWWA C200 |
| | Min. Yield Strength | 35,000 psi |
| | Pipe Wall | Smooth inside, min wall thickness 3/8" |
| | Exterior Coatings | Cold tar epoxy coating (16 mil minimum) exterior, |
| | Interior Coating | Bituminous asphalt meeting ANSI-A21.4 or epoxy coating |
| | Joints | Welded, smooth interior |
| | Carrier Pipe Support | Redwood slats per typical drawing or ENGR approved casing spacers using twice the manufacturer recommended number of spacers |
| F. | Cleanout: Materials for cleanouts shall conform to requirements listed on the typical drawing for gravity and pressure cleanouts | |
| G. | Sewer Service Saddles: On new lines and in most cases on existing lines, full bodied PVC SDR 3034 wyes are required. Under unusual circumstances, where approved by the Town for use due to special conditions on existing lines such as having too much flow to be cut for installation of the full bodied wye, an elastomeric wye shaped saddle strapped to the main with an adjustable screw tightened stainless steel hose clamp that provides a water tight seal against the main may be authorized. Use of a saddle will be evaluated on a case by case basis by the Town. | |

2.02. Manhole Materials

- | | | |
|----|---------------------------|--|
| A. | Bases, Inverts, and Cones | |
| | Material | Precast Concrete |
| | Conformance | ASTM C-478, 5" minimum wall thickness in State Highway Right of Way conform with State Specs |
| | Cement | Type I/II sulfate resistant |
| | Concrete | 4000 psi w/reinforcement per ASTM C-478 |
| | Joints | Watertight flexible gasket |
- Manholes shall have integral base and barrel section with pipe openings equipped with boots installed into the manhole during fabrication. Unless otherwise specifically approved, precast bases will be required even on existing lines and even if that requires pumping around an existing section of main during construction. Manholes shall have precast invert and the opening shall flared at springline and that at the top of the pipe shall be at least 50% wider than the largest pipe diameter in the manhole. The bench outside the invert shall slope upward from the springline of the pipe to the wall of the manhole at not less than 1" per foot and no more than 2" per foot. All inverts must have a smooth invert, sufficiently smooth to not tear a thin latex glove run across the surface, or snag solids, and without any lip between the pipes and the concrete. Use of water as a finishing aid is prohibited. Changes in direction of flow through the manhole shall be made with a smooth curved channel having as large a radius as possible. The change in size of channels shall be made gradually and evenly and shall be formed directly in the concrete. Imperfections in the precast concrete manhole base or sections shall be reviewed by Town prior to repair. If the damage looks sufficient to compromise the structural integrity or other key performance criteria, the precast concrete may be rejected by the Town.
- | | | |
|----|--|--|
| B. | Markings: Manholes shall be clearly marked with the information specified for product marking in ASTM C478 | |
|----|--|--|

C. Frame and Covers

Where approved by the Town, in non-traffic areas, the manhole frame and cover may be cast from an alloy of aluminum with physical properties exhibiting strength comparable to cast iron. The cover shall weigh about 60 pounds and the total assembly about 150 pounds. In traffic areas, except where noted on the plans, cast iron covers will be required. The assembly shall have a clear opening of 24 inches. For applications with pipes under pressure and where specified or shown on plans, frost free lids shall be furnished.

A good fit is required between the frame and cover to prevent rattling in traffic and leakage of dirt and water. To ensure good fit, the seat in the frame on which the cover rests and the matching face of the cover shall be machined. Provisions for opening the manhole shall consist of a pickhole or notch along the edge of the cover. Aluminum lids shall have a locking nut to secure them in place. Other means of opening the manhole shall be approved by the Town before the material is purchased.

- D. Manhole Steps:** Epoxy coated cast iron, plastic or other approved corrosion resistant steps shall be built into each manhole. The steps shall be at least 9 inches wide and shall protrude approximately 5 inches from the wall of the manhole, and shall be held in the wall by at least 4 inches of bar on each side. The steps shall be designed to provide an edge that will prevent the foot from slipping off the side of the step. Standard manufactured manhole steps shall be used. Reinforcing steel or other steel bars and material bent to form a step will not be permitted. Steps shall be spaced evenly at 12 inch intervals with each step being directly below the next. Spacing from the rim to the first step shall be as shown on the manhole typical drawing.

- E. Non-Shrink Grout:** Commercial factory-mixed product made especially for intended use, including for a highly corrosive environment and providing a long-term watertight seal. Material shall be submitted for review and approval by the Town.

F. Butyl Rubber Flexible Gasket Material

Type	Preformed flexible rubber gasket
Conformance	Fed. Spec. SS-S210-A, Ram-Nek or approved equal.

- G. Pipe Connections:** Flexible pipe to manhole connectors complying with ASTM C923 shall be provided for all pipes that enter or exit the manhole to insure a water tight seal. Boot shall consist of EPDM and elastomers design to be resistant to ozone, weather elements, chemicals including acids, alkalis, and all fats. Hose clamps to fasten the boot must be at least 304 stainless steel.

- H. Geotextile:** Geotextile used for separation between graded rock and other backfill materials with any fines shall be a needle punched, non-woven 12 oz minimum such as Mirafi 1120 or approved equal.

2.03. Tracer Wire and Marking Tape

Tracer wire shall be insulated 10 gauge with green insulation for sewer lines. Tracer wire shall be fastened to all buried non-metallic pipes including service lines and shall be fastened to and looped to the surface on the outside of each manhole and cleanout, and cross through the grout of the frame and cover. Service line wire and any breaks in wire shall be connected by watertight connections.

Marking (warning) tape at least 6" wide labeled "sewer" shall be placed 12" above pipes of all materials.

3. EXECUTION**3.01. Handling and Storage**

Exercise proper precautions in unloading, handling, stockpiling, and installation in order to prevent damage to materials and to insure delivery and installation in a sound and acceptable condition. Special care shall be taken to protect the plastic on the spigot ends from any contact with the earth.

Remove any broken or damaged materials from the construction site and do not use in any portion of the construction. Any damaged, broken, or otherwise defective materials which are included in the construction shall be removed and replaced by the Contractor at his expense. Handle pipe using wide slings; the use of hooks or other equipment which could damage pipe will not be permitted. During pipe handling, protect against impact shocks and fall.

3.02. Underground Obstructions

The Contractor shall proceed with caution in the excavation and preparation of the trench so that the exact location of underground structures, both known and unknown, may be determined. Hand excavation shall be used where necessary. If required, the Contractor will excavate and locate existing utilities ahead of trench excavation in order that necessary grade changes or utility adjustments may be known ahead of time. The Contractor will be responsible for notifying all appropriate utilities such as gas, electric, telephone, cable, etc. when working in areas where there may be such utilities.

The Contractor shall preserve intact any underground utilities encountered during construction unless they interfere with new pipe lines or structures being installed. When underground utilities will interfere with proposed construction, notify the utility and the Town. Contractor shall make suitable arrangements to adjust the proposed construction. In case any such utilities or other structures are accidentally broken, they shall be immediately replaced in a condition at least equal to that in which they were found, at the Contractor's expense.

3.03. Excavation

Excavation and preparation of the trench bottom shall be in accordance with Excavation, Backfill, and Compaction Standard Specifications (Section 02200) as should all backfill and compaction.

Excavation for pipe shall generally be by open trenches unless otherwise specified, required on the plans, or approved by the Town. The trench shall be excavated using conventional methods. Methods other than standard cut and cover must receive prior approval of the Town. The banks of the trench shall be kept as nearly vertical as soil conditions will permit, but shall not exceed the angle of repose of the soil. The Responsible Party shall assume shoring will be needed. Boring and pipe bursting methods where specified or authorized must be approved in advance by the Town.

Excavation for manholes and other accessories to have 16 inch minimum clearance on all sides.

Excavation shall not be carried below the required level. Excess excavation below required level shall be backfilled with structural gravels, or concrete, as appropriate for proper backfill and use, and shall be thoroughly tamped to achieve the density required in the pipe zone or manhole foundation as appropriate.

3.04. Alignment and Grade

Basic surveying and control and stationing will be provided by land surveyors retained by the Developer. Basic control shall be set with stakes, spikes, shiners, or crosses set at the surface and on an offset from the sewer line. Benchmarks shall be provided within 150 feet of each manhole and for grade and offset stakes on the ground at 150 ft intervals which the Contractor shall use to confirm his elevation while installing the pipe. The Contractor shall transfer line and grade from these control points to the construction work in a manner approved by the Town, with spot checks by the Town's representative. The preservation of stakes and other line and grade references is the responsibility of the Contractor.

Sewer lines and manholes shall be laid to within 0.1 feet horizontal and 0.02 feet vertical of design alignment and grade. Where design sewer grades are greater than 1.0% vertical tolerance can be increased to 0.03 feet.

Alignment of trenches shall be carefully controlled so that the pipe will be laid with adequate space for compaction of backfill between the pipe and trench walls. All excavation shall be of sufficient width to provide ample room for proper joining and compaction of pipe and fittings, typically 16" plus pipe OD. Minimum trench width shall be twelve (12) inches plus pipe OD assuming proper compaction can be provided. Maximum trench width will be restricted to pipe diameter plus two feet unless otherwise approved by the Town. If the maximum trench width is exceeded, provide special bedding, encasement, or higher strength pipe as approved by the Town.

Contractor shall furnish and utilize an in-pipe laser to assist in controlling the grade. Calibration of the laser shall be checked at least weekly by checking it over a 500 ft range on the ground. Note that the accuracy of the pipe laser can be adversely impacted by a number of factors including heat, strobe lights, and water in the pipe.

The laser shall be located in the trench bottom, manhole invert, or in the pipe unless otherwise approved by the Town. When the laser equipment is placed in the trench, it shall be positioned in such a manner that the laser will describe the center of the conduit. As each pipe section is installed, a special target or template shall be placed in the pipe's end and the vertical and horizontal alignment checked. The beam projected through the previously placed conduit sections shall also be used to provide line and grade for trench excavation and placement of bedding materials. The light beam shall be periodically checked against surface control points to insure its correct vertical and horizontal alignment. Reasonable care must be taken to ensure that the conduit line is properly ventilated.

3.05. Laying Sewer Pipe

A. Inspection: The pipe and accessories shall be carefully and thoroughly inspected for cracks and other damage before installation in the final position. Defective or unsound material, pipes with bells that are not full and continuous, pipe that does not meet the deflection tolerances for gravity pipe, shall be rejected. Rejected materials shall be promptly marked and removed from the job by the Contractor.

B. Installation Instructions

All installation work shall conform with applicable portions pipe manufacturer's installation instructions and recommendations, and with these specifications and referenced sections of the Standards. If there are conflicts, the more stringent specification shall apply unless otherwise directed by the Town.

EXHIBIT A

DIVISION 2

SITE WORK – SEWER SYSTEM CONSTRUCTION

Pipe shall be laid and maintained to the required line and/or grade shown on the plans at the required locations with spigots centered in the bells. When new pipe is to be connected to an existing pipe or when crossing an existing pipe line, the Contractor shall excavate the existing lines well in advance of the laying of the new line to enable the Contractor and OR (Owner's representative) to verify the elevation and placement and allow for adjustments in grade and/or alignment of the new pipe line that may be required.

- C. **Potential Conflicts:** The Contractor shall proceed with caution in the excavation and preparation of the trench so that the exact location of underground infrastructure, both known and unknown, may be determined, and he/she shall be held responsible for the repair or replacement of such improvements when broken or otherwise damaged. Temporary support, adequate protection, and maintenance of all underground and surface utility structures, drains, sewers, and other structures encountered in the progress of the Work shall be furnished by the Contractor at his expense.
- D. **Lowering Pipe into Trench:** Proper implements, tools and facilities shall be provided and used by the Contractor for the safe and convenient performance of the Work. All pipe, fittings, manholes and appurtenances shall be carefully lowered into the trench piece by piece by means of straps, or other suitable tools or equipment, in such a manner as to prevent damage to pipe and fittings. Under no circumstances shall the pipe or accessories be dropped or dumped into the trench. Dropped or dumped pipe will be rejected. All water must be kept out of the pipe and bell hole until the joint is completed and no water shall be allowed to rise in or about the pipe until the trench has been filled at least one foot above the pipe. No length of pipe shall be laid until the previous length has had sufficient backfilling placed around it to hold it securely in place and prevent floating.
- E. **Keeping Pipe Clean:** Every effort shall be made to keep the interior of pipe and fittings clean during all phases of construction. Every precaution shall be taken to prevent foreign material and trench water from entering the pipe and fittings. During construction, the Contractor shall provide and maintain adequate equipment to properly remove and dispose of all water entering the trench and any other part of the work. Keep water level below the pipe. Trench water shall not be allowed to flow through the pipe. The interior of the pipe shall be thoroughly cleaned of foreign material before being lowered into the trench and shall be kept clean during operations by plugging or other approved means. End of the pipe shall be kept sealed with a tight-fitting plug until joining with the next joint of pipe when there is water in the trench. Fittings shall be thoroughly cleaned, with a wire brush, if necessary. If the pipe laying crew cannot keep pipe clean while placing the pipe in the trench, Town may require that the ends of the pipe be covered before placing it in the trench and that the covers only be removed as the joints are assembled. If the cleanliness of the line is still in question, Town may require the line be hydrojetted or swabbing and video inspected at contractor's expense to confirm that it is clean. Providing access to all sections which are required to be videoed, then cleaning and reassembling pipe, shall be the responsibility of the Contractor.
- F. **Laying and Joining Pipe**

Begin pipe laying at the lowest point, unless otherwise directed by the Town, and install the pipe with the spigot ends pointing in the direction of flow. A firm bed must be prepared for each pipe to the required depth true to line and grade with uniform bearing for the pipe barrel and the material hollowed out underneath the bell so that the body of the pipe shall be supported for its entire length upon the bed so prepared. Adjustments to line and grade shall be made by scraping

away or adding properly compacted bedding materials under the pipe and not by using wedges and blocks or beating or jumping on the pipe.

Lay all sewer pipes straight between changes in alignment and at uniform grade between manholes, unless directed otherwise by the Town. All pipe shall be carefully centered and with a smooth invert at the joint. The joint shall be made in a workmanlike manner and shall be watertight. Immediately before joining two lengths of pipe, the inside of the bell and the outside of the spigot end and the gasket shall be thoroughly cleaned. Caution shall be exercised to ensure that the correct type of gasket is used. A thin film of gasket lubricant shall be applied to the inside face of the gasket and the spigot end of the pipe. The spigot end of the pipe shall be centered in the bell with care to prevent the joint from contacting the ground. The joint shall be completed by pushing the pipe home (to the depth mark) by hand with a slow steady pressure, without jerky or jolting movements. Pipe furnished without a depth mark shall be marked before assembly to ensure insertion to the full design depth of the joint. The pipe shall then be properly set and brought to correct line and grade. Care shall be taken to ensure that no damage is done to the pipe, collar, or bell when the pipe is being homed. Use of excessive force will not be permitted. Any pipe that has had the grade or joint disturbed during or after laying shall be taken out and re-laid.

Prior to making a solvent weld joint, all water shall be removed from the trench and the pipe shall be clean and dry. Trench and pipe shall remain dry until welded joint has had time to cure. The length of the cure time shall be as stated on the welding solvent container as corrected for the temperature. The minimum curing time shall be 2 hours for the rapid set solvent.

Pipe lines shall be checked by the Contractor to determine whether any displacement or other damage has occurred after the trench has been backfilled approximately two feet above the pipe. If this check shows that the pipeline to be out of alignment, broken, or otherwise damaged, the defects shall be corrected by the Contractor before proceeding with other pipe laying. The Town may require lamping or other testing at this stage of backfill or may decide to only test the completely backfilled lines. It shall be the responsibility of the Contractor to check his work as he/she proceeds.

The pipe shall then be secured in place by installation of bedding material and backfill, in accordance with the plans, Pipe Bedding section below, and Excavation Backfill and Compaction Specifications (Section 02200) using permeable materials for gravity sewer. Place and secure tracer wire on the pipe prior to bedding. Place warning tape at the top of the pipe zone (12" above the pipe).

Where HDPE pipe is approved for use, it shall be installed in strict accordance with manufacturer's recommendation. All workers welding HDPE pipe must be trained and approved by the manufacturer for welding pipe of the size and DR being used on this project. At the beginning of welding each day, each worker who will be welding pipe shall demonstrate his qualifications by successfully completing a bend back test prior to welding any pipe for use on the project. All welds shall be full depth and shall have a uniform bead around the joint with no bead on the inside of the pipe.

If, in making any joint, previous lengths of pipe are disturbed, such lengths must be uncovered and re-laid. Any section of pipe, fittings, valves, or appurtenances already laid and found to be defective shall be taken out and replaced without additional expense to the Owner.

G. Crossing Existing Lines

Expose existing line ahead of laying sewer pipe to allow adjustments in line and grade as needed anticipating that considerable adjustment may be needed. Where gradual grade adjust of existing line will allow for the crossing an existing pressure line, that is the preferred option. Where there is significant elevation adjustment, it will be accomplished with 22.5° fittings on the pressure line. Place insulation where cover on pressure line is less than specified cover depths. Coordinate timing of the cut of the existing line with pipeline Owner, and provide required notice to affected customers. In cutting the existing pipe, take great care to prevent contamination of existing line. Keep water level in the trench below the level of the pipes. Make connection using required fittings and restrain all joints. Disinfect the line as called for Water Line Construction Standards (Section 02713). Cut off and remove all abandoned sections.

Where water service lines need to be raised or lowered to allow sewer lines to remain on grade and there is not sufficient slack to allow for adjustment, expose at least 5' of the existing service, squarely cut the existing water service line and install new copper pipe to gradually adjust the grade of the water service line and reconnect both end of the existing water service with appropriate couplings for the existing material and the copper. If soil conditions are adverse the copper piping with Town approval the use of pure core HDPE of the same inside diameter as the existing service line may be used.

- H. Cutting of Pipe: The pipe shall be cut in a neat and workmanlike manner in accordance with manufacturer recommendations. No damage shall be done to the pipe or any lining or coating and the cut shall leave a smooth end at right angles to the axis of the pipe. Flame cutting of iron pipe by means of an oxyacetylene torch shall NOT be allowed.
- I. Sequencing: The Contractor shall excavate in advance of pipe laying only a sufficient length to assure steady progress in the installation of pipe. No more than 150' of trench shall be open at a time unless specifically authorized by the Town. The length of open trench shall be limited where necessary to accommodate traffic, public safety, minimize service disruptions or as required by the Town and/or other entities with authority, in vicinity of the work being performed. All open trenches shall be appropriately barricaded. No more than 20 feet of trench securely barricaded may be left open overnight. Where the work includes removing old pipe and replacing with new pipe in the same location, temporary connection between what has been replaced and the old must be made at the end of each day. In addition to requirements elsewhere related to disruption of service, all existing sewer services shall be functional at the end of construction each day.

3.06. Pipe Bedding

The bottom of the trenches shall be accurately graded to provide uniform bearing and support throughout the full pipe length without placing stress on the pipe or allowing voids under the pipe. Excess loading of the bell will not be permitted under any circumstances. Dig bell holes and depressions for joints after trench bottom has been graded. Bell holes and depressions shall be only of such length, depth, and width as required to properly make the particular type of joint. The use of earth mounds for bedding the pipe will not be permitted.

Where existing pipes are being removed and replaced with new, remove the old saturated materials and replace with new.

All sharp stones, trash, and other materials which may damage the pipe or interfere with the proper bedding of the pipe and the placement and compaction of the backfill shall be removed from the trench.

EXHIBIT A

DIVISION 2

SITE WORK – SEWER SYSTEM CONSTRUCTION

The soil in the bottom of the trench shall be slightly loose, and at optimum moisture, so that uniform bedding and compaction around the pipe is easily obtainable. Should any material be encountered which would prevent the obtaining of suitable bedding, e.g. rock, wet, unstable material, etc., the trench shall be over-excavated as shown on the typical drawing for pipe bedding. Backfill any over-excavation, required or inadvertent, with materials equivalent to, and compacted as specified for haunching materials according to these specifications. Bedding and materials in the pipe zone, shall conform with materials specified in Section 02200, Excavation Backfill and Compaction for Class D bedding for gravity pipe lines and Class C for pressure pipes. At the top of the pipe zone, install non-woven geotextile on top of the Class D fill materials and place the warning tape on top of geotextile.

3.07. Backfill and Compaction: Backfill and compaction shall be in accordance with the applicable sections of the Excavation, Backfill, and Compaction Standard Specifications.

3.08. Manhole Construction and Installation

Precast manhole bases with integral bottom barrels are required. The ground surface below the precast concrete base shall be excavated a minimum of six inches below the elevation of the bottom of the base and backfilled with Mirafi RS 380i OAE geotextile on the bottom then on compacted $\frac{3}{4}$ " or 1-1/2" screened gravel. The gravel shall be carefully leveled and smoothed to give uniform support to the precast base over its entire area. The precast base shall be set at the proper location to center the manhole over the sewer main.

The base of the manhole shall have a minimum of five inches between the lowest invert of the manhole and the inside base to allow room for the construction of a channel or a precast channel may be utilized but must widen out at the midpoint (springline) on the pipe diameter.

Only when authorized by Town for a particular location and cause, may cast in place manhole base be constructed. When a cast in place base is authorized concrete mix shall be 6.5 sack, 0.4 water/cement ratio, 4500 psi concrete, placed on uniform compacted base and in conformance with the typical details on the plans. Bases shall extend at least eight (8) inches below the invert of the pipe and shall be benched starting at springline. Precast manhole barrel sections shall not be placed on the cast in place base until it has reached sufficient strength to provide support without damage. Cast in place bases will be held to the same leak and vacuum test requirements as precast manholes.

Set each manhole section in a band of 1" minimum thickness of RamNek OAE, to make a watertight joint. Set sections plumb and neatly point inside of joint with grout. Use sections of various heights to bring manhole ring and cover to specified elevation. Set frames and covers in a full bed of mortar or RamNek and accurately set to the grade indicated or as directed. Encase frames in cement mortar (not concrete) around entire perimeter, but not in excess of the perimeter. Install preformed flexible plastic gasket joints in accord with manufacturer's recommendations in a manner such that all surfaces are clean, dry, and warm.

All pipes shall be connected to precast manholes with a pipe boot. The opening in the manhole wall where a pipe enters or leaves shall be sealed and patched in a neat workmanlike manner, both inside and out with cement mortar. All lifting holes and other imperfections in the interior manhole wall shall be filled with cement mortar.

Provide a flexible joint in the pipe 12 to 24 inches outside from all manhole walls and other solid structures.

EXHIBIT A

DIVISION 2

SITE WORK – SEWER SYSTEM CONSTRUCTION

Precast concrete adjustment rings shall be installed on top of the cone to support and adjust the manhole frame to the required final grade. The maximum depth of the adjustment rings shall be eight inches, and the maximum depth from top of cone to final grade shall be as shown on the manhole typical drawing. Use Ramnek or equal between each ring and between top ring and frame to provide secure, watertight seal.

The top elevation of the manhole shall be adjusted to match final street grade with the top of the lid being 1/4-1/2" below the finished pavement and sloped to match the slope of the pavement. If manholes are located in open fields, they shall be left at least 12 inches above grade and a locking ring and cover shall be installed. Where the road surface is gravel, the manhole shall be set 4-6" below finished gravel surface, sloped to match the surface.

3.09. Connections to Existing Manholes: Sewer pipe connections to existing manholes where there is no existing pipe stubbed out shall be made in such a manner that the finished work will conform as nearly as practicable to the requirements specified for new manhole construction. The Contractor shall carefully cut out as small an opening in the existing manhole as necessary to insert the new sewer pipe in a pipe boot using a saw which will cut a clean circular opening. The existing concrete foundation bench shall be cut with a hole saw similar to what is used to cut the manhole to the cross-section of the new pipe in order to form a smooth continuous invert similar to what would be formed in a new concrete base. Where practical, the upstream and downstream invert shall be plugged during construction to prevent flow and construction debris from entering the system. The Contractor shall pump out and clean the manhole before removing the plugs. A mortar that will securely bond to existing concrete shall be used to smoothly finish the new invert and to seal the new line, both inside and outside, so the junction is watertight and smooth.

3.10. Connecting Existing Pipes to New Manholes: Where an existing manhole is to be replaced, Contractor shall excavate and remove and dispose of the existing manhole and replace the manhole with a precast base with pipe boots to accommodate each of the sewer lines which needs to be connected to the new manhole. No more than two couplings per manhole shall be used to reconnect all the pipes. Manhole base shall be bedded in flowable fill from the manhole to three feet past the coupling for the depth of the pipe zone.

3.11. Wyes and Risers: The Contractor shall place wyes, stubs, and risers where required by the approved construction plans. Wyes shall be angled upwards so that the upper invert of a one-eighth band connected to the fitting will have an elevation equal to or higher than the inside crown of the sewer main. Riser connections shall be installed where the elevation of the top of the branch is more than 12 feet below finished ground. Riser connections shall ordinarily reach to a grade of 8 feet below finished ground surface. Temporary termini shall have water tight plugs in each branch pipe or stub. Wye and riser locations shall be marked with a fence post, tracer wire and be labeled with the depth. Details for service line connections and pipe laying are covered below and construction details are shown on typical drawings. As Built measurements shall be made by the Contractor to reference the wye or riser connection to the nearest manhole before backfilling.

3.12. Service Installations

Materials for service lines must meet the above specifications for each type of material. All installation work shall conform to applicable portions of the pipe manufacturer's installation instructions in addition to the requirements on the Town Typical Drawing for sewer service sewer installation requirements herein, and where applicable the International Plumbing Code.

EXHIBIT A

DIVISION 2

SITE WORK – SEWER SYSTEM CONSTRUCTION

Unless otherwise approved by the Town based on native soils types, all service pipe shall be bedded on 6 inches of well graded screened rock or pea gravel conforming to select bedding material in the standard specifications for Excavation and Backfill.

Sanitary sewer service lines shall be installed perpendicular to the main on the shortest and straightest route possible. There shall be a cleanout placed at property line and at any changes in grade and/or direction.

When installing a new sewer main, service wyes shall be installed as pipe laying progresses. Where a connection is being installed in an existing main and full bodied service wyes have not been previously installed in the main sewer, the main shall be cut and a section of pipe installed with a full bodied wye and coupling or if allowed by the Town the service may be tapped by cutting a hole in it sized to fit the saddle for the service line such that the tap is smooth and watertight. The cutting method shall be approved by the Town.

The Town's representative shall inspect the main and connection at every tap prior to backfilling. In the event the tap is covered before it is inspected, it shall be dug out by the Contractor, to allow visual inspection of the tap and the main by the Town. If the main sewer line is cracked or broken during the process of locating and/or tapping, it shall be repaired immediately, by replacing the broken section for at least 12" on each side of the damage. If the pipe needs to be cut, the tap shall be made with a full bodied wye.

A manhole shall be installed instead of a service wye when the size of the service line is more than 50% of the size of the main. Service taps to existing manholes shall be done in accordance with the Manhole section of these specifications and shall only be allowed when there are less than 3 inlet pipes and the service pipe will be at least 60 degrees in each direction from another inlet pipe.

Where a sewer service line will cross over a water main or service, a sealed end encasement shall be furnished around the sewer service at least 10' measured horizontally in each direction from the crossing. If the sewer service crosses under a water main or service with less than 18" of separation between the top of the sewer service and the bottom of the water, the sewer service shall be encased for at least 10' horizontal in each direction of the crossing.

In no instance shall a trench extend beneath an existing sidewalk or curb unless excavation conforms with the Town standards for concrete removal. The pipe shall typically be bored, jacked, or tunneled through the earth under the curb or sidewalk. If tunneled, backfill with flowable fill. Alternately, Contractor may remove the existing sidewalk back to joints on either side of the trench, backfill in accordance with the Standard Specifications for backfill and then replace the sidewalk.

Measurements shall be taken of the distances of the service wye from a manhole to the main, and the depth from back of the sidewalk or property line to invert at the main and at end of the service stub. In addition when a curb is present, the location shall be marked on the curb by a "SS" symbol. In all cases, the end of the service stub shall be marked with green painted 2 x 4 which marked at 1' increments starting at the top of the pipe brought to the surface and backed by a steel "T" fence post. Tracer wire shall be brought to grade and wrapped around the post. Where the sewer service is terminated on the lot side, install a glued-on cap.

3.13. Underdrains: Where excessive groundwater is encountered, and in other areas where it is deemed advantageous or necessary, gravel or piped underdrains shall be installed. Underdrains shall daylight to the nearest suitable point as approved by the Town. The trench shall be excavated to the required depth

and width, non-woven geotextile placed, the trench backfilled and compacted with screened bedding material and the geotextile wrapped over the top of the screened rock once the sewer and drain lines are installed. Where underdrain pipe is required, it shall be installed to a true line and grade and held in place with compacted single size screened bedding material. Additional underdrain bedding material shall then be placed to a level of at least 12" inches over the top of the underdrain pipe and the sewer pipe installed. The sewer shall be installed to one side of the underdrain and be offset at least one pipe diameter measured horizontally. The sewer pipe shall be bedded to springline and compacted and then covered with additional screened rock and compacted in lifts to 12" over the sewer pipe. Underdrain pipes shall be provided with cleanouts outside each sanitary manhole. Underdrain pipe shall be continued beside manholes by use of suitable bend and other fittings.

3.14. Lift Stations and Force Mains: Where necessary and with approval of the Town, lift stations and force mains shall be constructed in accordance with Town approved plans. Force mains shall be installed from pumping facilities to tie into the gravity collection system. At design average flow, a cleansing velocity of at least two feet per second shall be maintained. When possible, force mains shall have a high point a short distance from the manhole and flow open channel into the next manhole. Where the force main enters the manhole above the invert, a fitting shall be installed to direct the flow from the entry point in the manhole to the flow channel. Automatic air relief valves shall be placed at high points in the force main to prevent air locking. Such valves shall be designed to handle sewage and be equipped with fittings to allow cleaning.

3.15. Field Quality Control (Testing)

Compaction Testing shall be consistent with the requirements in the Excavation, Backfill, and Compaction Standard Specifications (Section 02000).

- A. Infiltration Test: Any observed infiltration shall be corrected.
- B. Tests for Displacement of Sewers: Check sewer mains to determine whether any displacement of the pipe has occurred after the trench has been backfilled to two feet above the pipe and tamped as specified. Test as follows: Shine a light between manholes, boxes, and/or bends (if authorized by Town) by means of a flashlight or by reflecting sunlight with a mirror. If illuminated interior of pipeline shows poor alignment, displaced pipe, or any other defects, remedy defects until acceptable to the Town. Misalignment shall be less than 3% of pipe diameter.
- C. Ovalation of Flexible Conduits: All gravity lines constructed of flexible conduit shall be tested for ovalation. Such testing shall be performed by the Contractor using a mandrel, "Go - No Go" gauge, or by other instruments which will measure and record actual pipe deflection. Deflection shall not be measured less than 30 days after backfill is completed and shall not exceed 5% of the pipe diameter. Sections of pipe not meeting this specification shall be excavated, pipe bedding replaced, and trench again backfilled, compacted, and retested for all the tests of this sub-section. Should it still fail to meet these ovalation requirements or other required tests, the section of line shall be replaced. The Town may elect to perform this test again at any time during the one-year warranty. The Town will notify the Responsible Party in writing if problems are detected. The Responsible Party shall promptly make arrangements to correct the problem in accordance with the warranty provisions of this contract.
- D. Video Inspection of Line Interior: At the completion of segments of sewer (and storm) lines, the lines shall be jetted with water. After water ceases to flow, Contractor shall video each segment to demonstrate cleanliness, proper jointing, conformance to alignment and grade, and proper roundness. Video work shall be done in coordination with ovalation testing so the video records

EXHIBIT A

DIVISION 2

SITE WORK – SEWER SYSTEM CONSTRUCTION

the testing results of the "Go-No Go" gauge. No line shall be put into service prior to the Town accepting the results of the video and leakage tests. Where there are active services connected during the line installation, video testing will be used to determine leakage as well. On new lines and lines with no active services shall be capped and the service lines tested with the mains.

- E. Tests for Pressure Lines: Test sewer lines which will be subject to positive pressures in accordance with the testing the Town Standards for water line testing.

- F. Air Test - Gravity Flow Lines

Conduct an air test on all gravity lines including service lines in conformance with UniBell publication B-6-90 and ASTM F1417. Special attention shall be paid the safety admonishments provided in that publication.

Preparation for tests: Flush and clean the line prior to testing in order to wet the pipe surfaces and produce more consistent results. Plug and brace all openings in the line and the upper end of any connections. Check all pipe plugs with a soap solution to detect any air leakage. If leaks are found, release the air pressure, eliminate the leaks and start the test procedure over again.

Procedure of Test: Low pressure air shall be slowly introduced into the sealed line until the internal air pressure reaches 4.0 psig greater than the average backpressure of any groundwater above the pipe, but not greater than 8.0 psig. Allow sufficient time for the air temperature to come to equilibrium with the temperature of the pipe and the pressure to stabilize. Refer to the UniBell publication for adjustments of required pressures due to groundwater.

After the temperature has stabilized, and the pressure is stabilized at 4.0 psig greater than the average groundwater back pressure, the air hose from the control panel to the air supply shall be shut off or disconnected. Continuously monitor the pressure gauge. Once the reading has stabilized, begin the test. The pressure reading shall be observed and the timing shall commence with a stop watch or other timing device that is at least 99.8% accurate.

If the time lapse (in seconds) for the allowable pressure drop exceeds that shown in at the end of this section, the pipe shall be presumed to be within the acceptable limits for leakage.

If the time lapse is less than that shown in the table, the Contractor shall make the necessary corrections to reduce the leakage to acceptable limits. All visible or audible leaks shall be fixed even if leakage is within acceptable limits.

Safety: The air test may be dangerous if proper precautions are not taken. All plugs must be sufficiently braced to prevent blowouts and the pipeline must be completely vented before attempting to remove the plugs.

As a safety precaution, pressurizing equipment shall be provided with a regulator set at 8 psi to avoid over-pressurizing and damaging an otherwise acceptable line.

- G. Manhole Tests

Vacuum Tests shall be performed in accordance with test methods in ASTM C 1244 following good safety practices. Do not pressurize manhole nor exceed the manufacturer's vacuum rating on vacuum disc or flat plate. Follow the manufacturer's instructions for the safe use of test plugs. Minimum test times shall conform Table 1 in ASTM C1244 which is partially quoted below:

EXHIBIT A

DIVISION 2

SITE WORK – SEWER SYSTEM CONSTRUCTION

<u>Depth</u>	<u>4' Dia</u>	<u>5' Dia</u>	<u>6' Dia</u>
8'	20 sec	26 sec	33 sec
10'	25	33	41
12'	30	39	49
14'	35	48	57
16'	40	52	67

Test vacuum shall start at 10 in Hg and not drop to less than 9 in. Hg during the test period.

Smoothness of inverts shall be checked for roughness by rubbing a hand in a latex glove over the full surface of the invert. If the glove is torn or snags, the surface will need to be smoothed. In addition, if Owner's representative has concerns about solids in sewage becoming snagged on roughness in the flow line, suitable materials shall be mixed with water and observed flowing through the manhole. Manholes with rough inverts or inverts which do not encourage smooth flow through the manhole will not be accepted by the Town.

3.16. Inspection Cleaning and Lamping

Final acceptance of the sewer line shall be based on an inspection for compliance with all items in these specifications. No pipe spalls, rocks, dirt, joint compounds, cement mortar, and other trash and obstructions shall be left in a sewer pipeline of any size or type. If this debris is removed by flushing, the manhole outlet shall be bagged or plugged before construction so that this debris will not be carried into or contaminate the existing lines.

Flow of any kind into the existing sewer system shall not be allowed until the sewer has been satisfactorily completed and such a connection is approved by the Town.

3.17. Restoration and Cleanup

The Contractor shall restore or replace all removed or damaged roadbase, paving, curbing, walks, sod, shrubbery, fences, irrigation ditches, or other structures or surfaces to a condition at least equal to that before the work began and to the satisfaction of the Town. The construction site shall be left neat and orderly.

Surplus materials, tools, and temporary structures shall be removed by the Contractor. All dirt, rubbish, and excess earth from excavations shall be disposed of by the Contractor and the construction site shall be left clean and orderly.

The Contractor shall maintain the surface over the trenches in approved condition against any settlement or deterioration throughout the warranty period.

3.18. Abandonment

Sewer lines, services and/or manholes that are to be taken out of service will be completely removed and shall become the property of the Contractor. Abandonment in place will not be allowed. The location shall be backfilled in 8" lifts and compacted per Town Specifications.

TABLE I
MINIMUM SPECIFIED TIME REQUIRED FOR A 1.0 PSIG PRESSURE DROP
FOR SIZE AND LENGTH OF PIPE INDICATED FOR Q = 0.0015

1 Pipe Diameter (in.)	2 Minimum Time (min: sec)	3 Length for Minimum Time (ft)	4 Time for Longer Length (sec)	Specification Time for Length (L) Shown (min:sec)								
				100 ft	150 ft	200 ft	250 ft	300 ft	350 ft	400 ft	450 ft	
4	3:46	597	.380 L	3:46	3:46	3:46	3:46	3:46	3:46	3:46	3:46	
6	5:40	398	.854 L	5:40	5:40	5:40	5:40	5:40	5:40	5:42	6:24	
8	7:34	298	1.520 L	7:34	7:34	7:34	7:34	7:36	8:52	10:08	11:24	
10	9:26	239	2.374 L	9:26	9:26	9:26	9:53	11:52	13:51	15:49	17:48	
12	11:20	199	3.418 L	11:20	11:20	11:24	14:15	17:05	19:56	22:47	25:38	
15	14:10	159	5.342 L	14:10	14:10	17:48	22:15	26:42	31:09	35:36	40:04	
18	17:00	133	7.692 L	17:00	19:13	25:38	32:03	38:27	44:52	51:16	57:41	
21	19:50	114	10.470 L	19:50	26:10	34:54	43:37	52:21	61:00	69:48	78:31	
24	22:40	99	13.674 L	22:47	34:11	45:34	56:58	68:22	79:46	91:10	102:33	
27	25:30	88	17.306 L	28:51	43:16	57:41	72:07	86:32	100:57	115:22	129:48	
30	28:20	80	21.366 L	35:37	53:25	71:13	89:02	106:50	124:38	142:26	160:15	
33	31:10	72	25.852 L	43:05	64:38	86:10	107:43	129:16	150:43	172:21	193:53	
36	34:00	66	30.768 L	51:17	76:55	102:34	128:12	153:50	179:29	205:07	230:46	

UNI-B-6-90

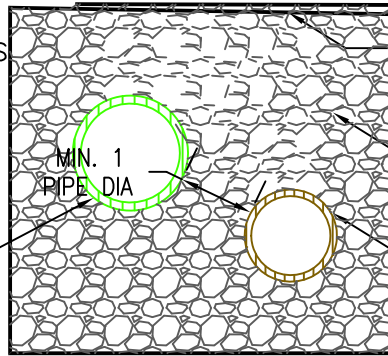
#

SHEET:

EXHIBIT A

HEIGHT OF WRAP ENOUGH TO
ENCLOSE SEWER & SEEP LINES
WITH 8" MIN ROCK BELOW
AND 12" ABOVE PIPES

SEWER MAIN (SIZE &
MATL PER APPD PLANS)

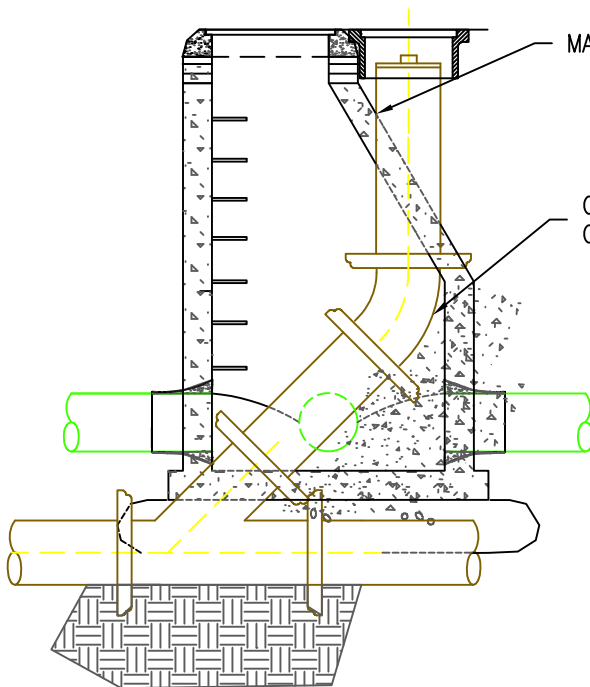


12 OZ MIN. NON WOVEN GEOTEXTILE
SURROUNDING SCREENED ROCK
PIPE BEDDING.

3/4" - 1-1/2" SCREENED ROCK
6" LIFTS COMPACTED TO 95%
STD PROCTOR

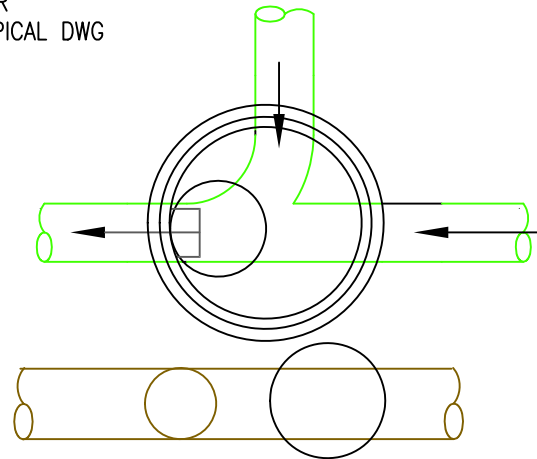
PERFORATED HDPE
(SEEP LINE.).

SEWER W/GEOTEXTILE BEDDING DETAIL



MANHOLE PER MANHOLE TYPICAL DWG

CLEANOUT PER
CLEANOUT TYPICAL DWG



SEEP LINE CLEANOUT

N.T.S.



TOWN OF RIDGWAY

P.O. BOX 10 - 201 N RAILROAD

RIDGWAY, CO 81432

970.626.5308

www.town.ridgway.co.us

**SEWER / SEEP
TRENCH DETAIL**

DATE: 6/10/20

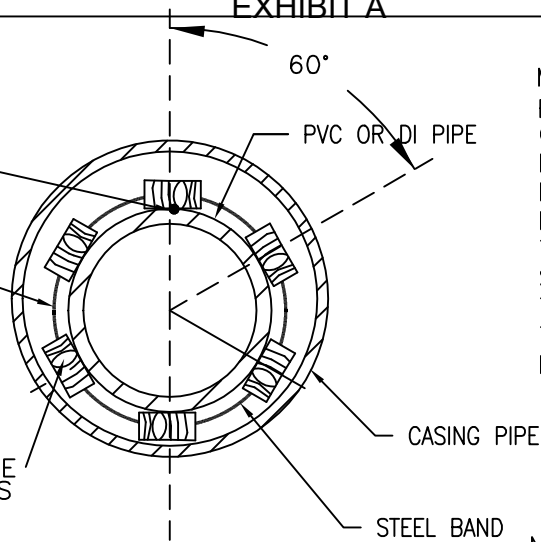
SHEET:

EXHIBIT A

2- 12 GAUGE WIRES
IF UNDER PRESSURE
FILL WITH SAND

COUPLING

REDWOOD SUPPORTS
FULL LENGTH OF PIPE
OR CASING SPACERS
AT 4' MIN CENTERS



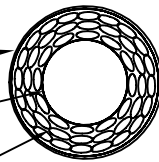
MANUFACTURED PIPE SUPPORTS OR REDWOOD STRIPS TO BE OF SUFFICIENT SIZE & SPACING TO PREVENT BELLS FROM RESTING ON ENCASING PIPE. WOODEN STRIPS TO EXTEND FULL LENGTH OF PIPE BETWEEN COUPLING. THREE STEEL BAND TIES TO BE USED TO CONNCTET WOODEN SUPPORTS TO EACH JOINT OF PVC PIPE PLACED IN THE ENCASING PIPE.

NOTES:

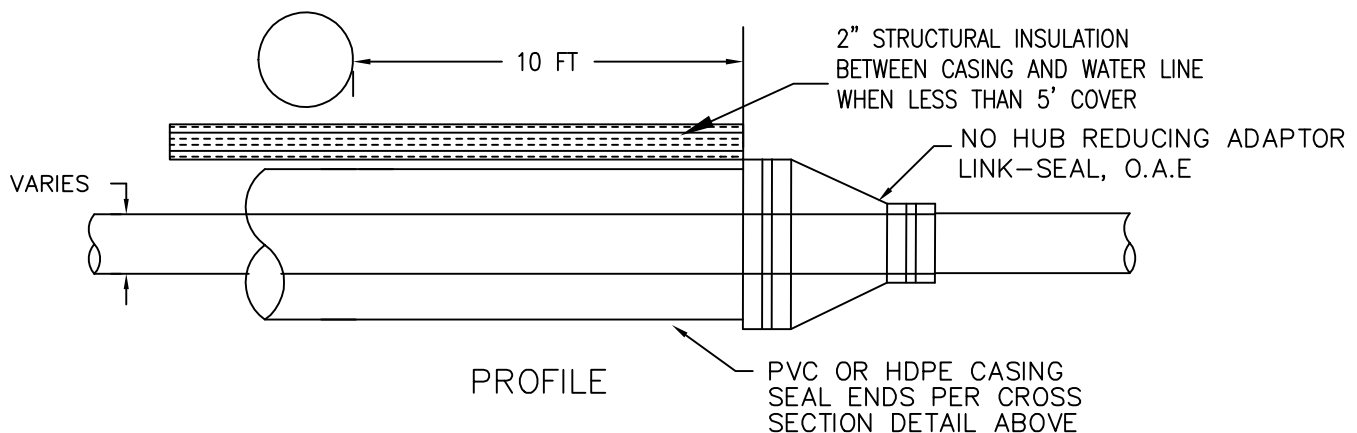
1. CENTER CASING OVER OR UNDER WATER LINE W/CARRIER PIPE JOINT CENTERED IN THE CASING.
2. PLACE 2" INSULATION BETWEEN CASING & WATER MAIN, 5' ON EACH SIDE OF WATER LINE.
3. WHEN POTABLE LINE IS BELOW THE SEWER LINE SEALED ENDS ARE REQUIRED ON THE CASING. SEAL MAY BE SOLID NO HUB REDUCING COUPLING OR LINK SEAL
4. CASING PIPE SHALL BE OF SUFFICIENT SIZE TO ALLOW FOR EASY INSTALLATION OF THE CARRIER PIPE INCLUDING THE BELL. CARRIER SHALL BE FULLY SUPPORTED

CASING PIPE
NON-POTABLE PIPE

LINK-SEAL O.A.E.
INSTALL SUFFICIENT RINGS
OF SEALANT TO PROVIDE
WATERTIGHT BARRIER



WATERTIGHT ENDS - CROSS SECTION



TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

CASING PIPE DETAIL

DATE: 6/20/20

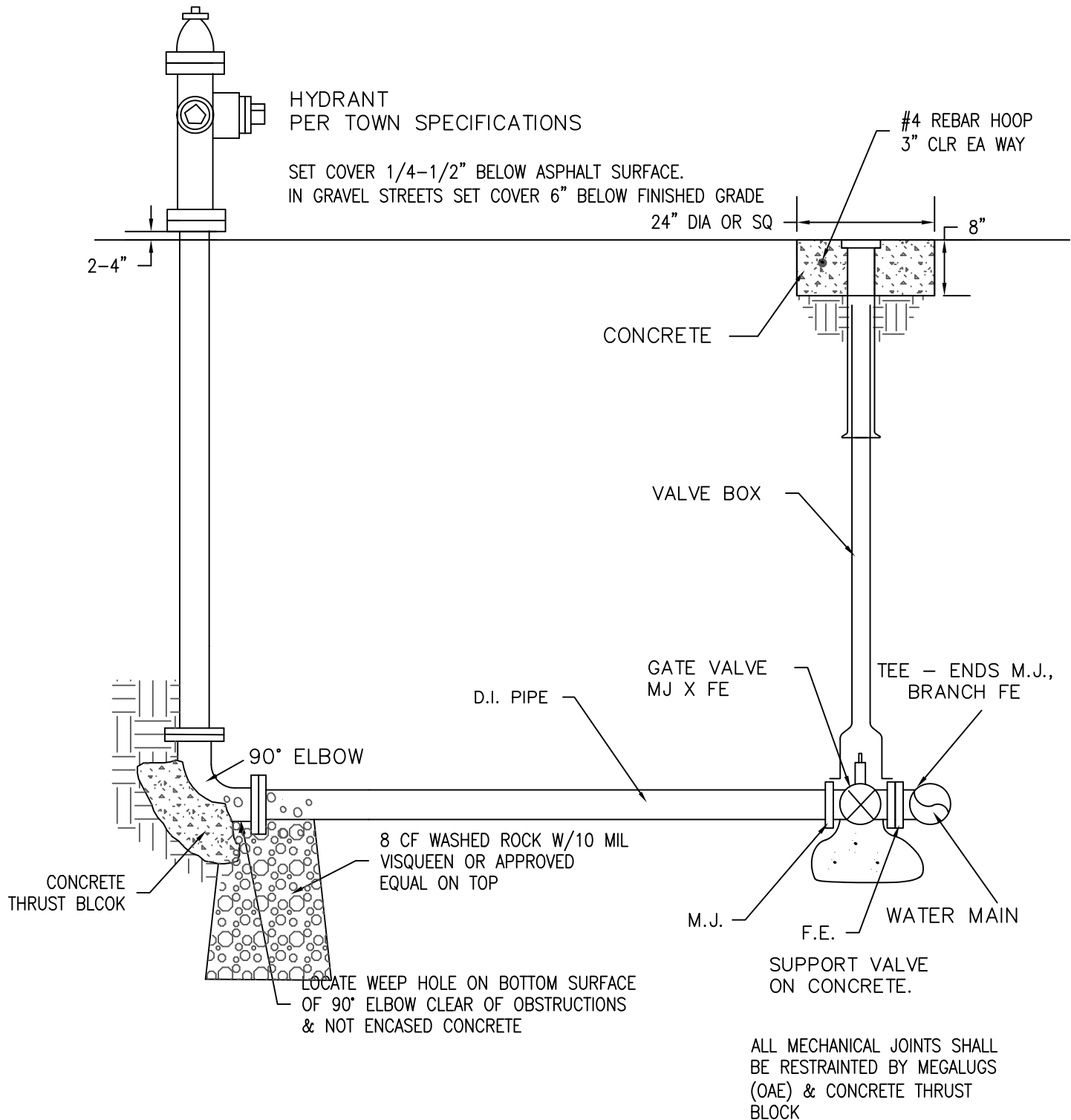
SHEET:

SECTION VIEW

GATE VALVE DETAIL

SHEET:

EXHIBIT A



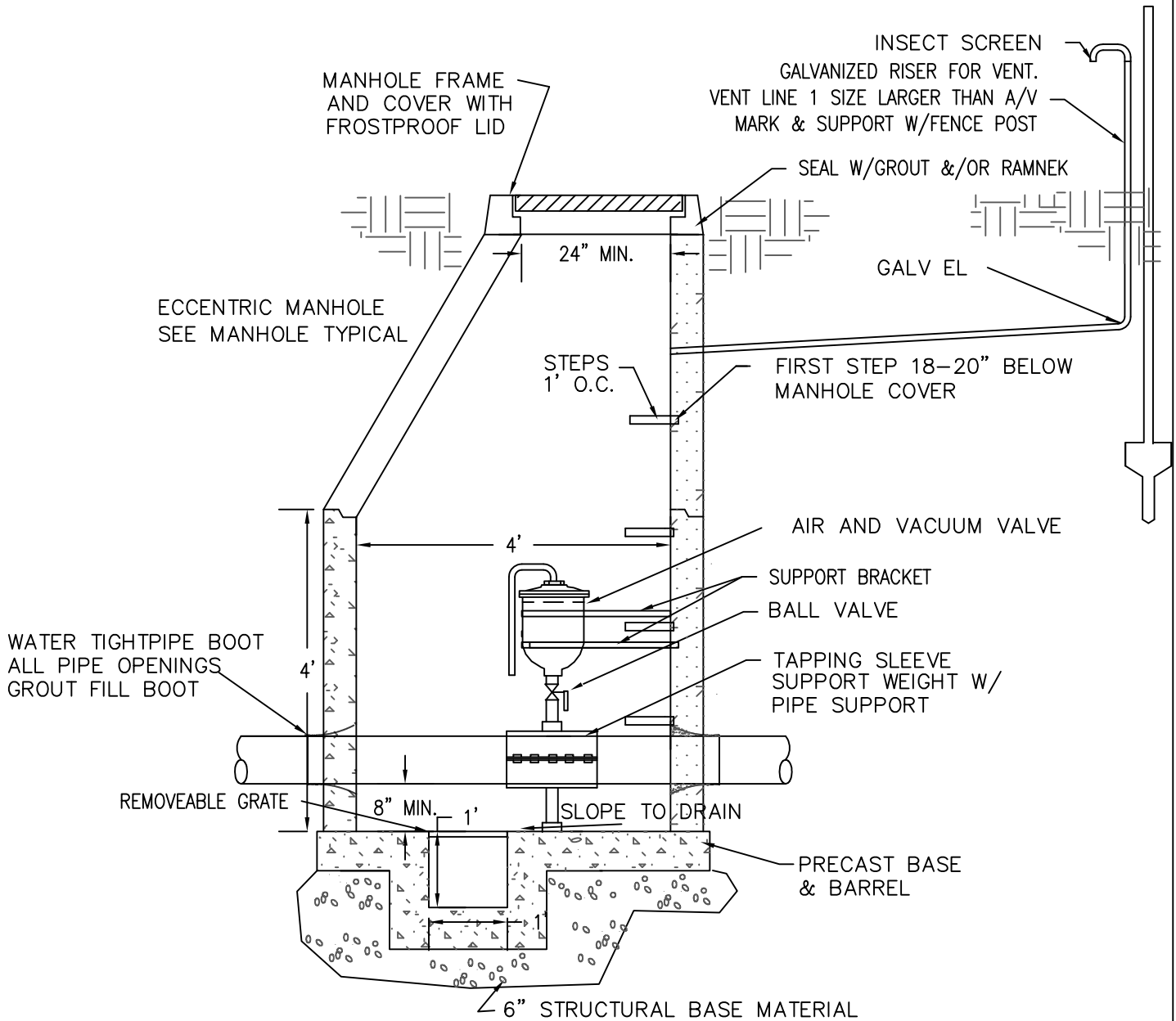
TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

FIRE HYDRANT DETAIL

DATE: 6/10/20

SHEET:

EXHIBIT A



NOTES:

1. DETAIL APPLICABLE TO WATER & SEWER AIR VACUUM STATIONS
2. LOCATE VALVE DIRECTLY OVER PIPE
3. SIZE VALVE TO FLOW CONDITIONS
4. CONFIRM SIZE, MODEL, & BRAND W/ TOWN BEFORE PURCHASING
5. PLACE WATERPROOF INSULATION AROUND VALVE

6. FURNISH CLEANING APPARATUS FOR SEWER VALVES TO TOWN

7. WHERE SEASONAL HIGH GROUNDWATER TABLE IS MORE THAN 3' BELOW THE BOTTOM OF THE MANHOLE, THE SUMP IN THE FLOOR CAN BE REPLACED WITH DRAIN IN FLOOR AND 1 CY MIN SCREENED ROCK BELOW THE MANHOLE PLACED ON NON WOVEN HIGH PERMEABILITY FABRIC



TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

AIR VACUUM STATION DETAIL

DATE: 6/10/20

SHEET:

The drawing consists of two main views: a Plan View at the top and a Section A-A at the bottom.

Plan View: Shows a horizontal layout of the blowoff. From left to right, it includes a 24" RIM, a central valve assembly with a cross symbol, and a circular structure labeled "BRICK PLACEMENT LOCATION". Center lines (CL) are indicated for the main pipe and the brick placement area.

Section A-A: A vertical cross-section showing the internal components. At the top, a "2" GREASED MALE THREADED PLUG" is shown. Below it is a "2" K COPPER RISER (RIGID)". A "2" SQUARE OPERATING NUT" is positioned below the riser. Further down is a "2" GATE VALVE" with a "DRAIN HOLE". At the bottom, a "FORM CONCRETE THRUST BLOCK" is shown. The section is labeled "SECTION A-A" at the bottom.

NOTE: THE LINE FROM THE 2" STOP & WASTE VALVE TO THE 2" RISER PIPE MAY ALSO BE INSTALLED AT RIGHT ANGLES TO THE MAINLINE, PROVIDED ADEQUATE THRUST BLOCKING IS PROVIDED.

BLOWOFF INSTALLATION

CHK:	TOWN OF RIDGWAY
DATE: 2/01	CONSOLIDATED CONSULTING SERVICES
DRN:	PO BOX 738, DELTA, CO 81416
R_TYP	BLOWOFF INSTALLATION

CHK:	TOWN OF RIDGWAY
DATE: 2/01	CONSOLIDATED CONSULTING SERVICES PO BOX 738, DELTA, CO 81416
DRN: R_TYP	BLOWOFF INSTALLATION

EXHIBIT A

Bearing Area in Sq Ft

Pipe Size	Bends				Tees, Dead ends, Crosses & Dead end
	90°	45°	22-1/2°	11-1/4°	
3	1.0	0.6	0.3	0.0	0.7
4	1.8	1.0	0.5	0.0	1.3
6	4.0	2.2	1.1	0.0	2.8
8	7.1	3.8	2.0	1.0	5.0
10	11.1	6.0	3.0	1.5	7.8
12	16.0	8.6	4.4	2.2	11.3
14	21.7	11.8	6.0	3.0	15.4
16	28.4	15.3	8.0	4.0	20.0
18	36.0	19.4	10.0	5.0	25.4
24	64.0	34.5	17.7	8.8	45.0

Areas given in the table are based on internal static pressure of 100 psi and soil bearing capacity of 1,000 pounds per square foot

Bearing areas for any pressure and soil bearing capacity may be obtained by multiplying tabulated values by the following correction factor (F)

$$F = \frac{\text{Actual specified test pressure in hundreds of pounds}}{\text{Actual soil bearing pressure in thousands of pounds}}$$

All water line plans shall contain the following table, with the values filled in by the Design Engineer:

Soil Bearing capacity	_____	Lbs/SF
Test Pressure	_____	psi
Bearing Area Multiplier (F)	_____	

GENERAL NOTES:

1. THRUST BLOCKS AND MECHANICAL RESTRAINT SUCH AS MEGALUGS or single bolt REQUIRED ON ALL MECHANICAL JOINTS
2. BEARING SURFACE AREAS SHOWN IN CHART ARE MINIMUMS
3. ALL FITTING AND BOLTS SHALL BE WRAPPED & TAPED CLOSED WITH 10 MIL MINIMUM POLY WRAP



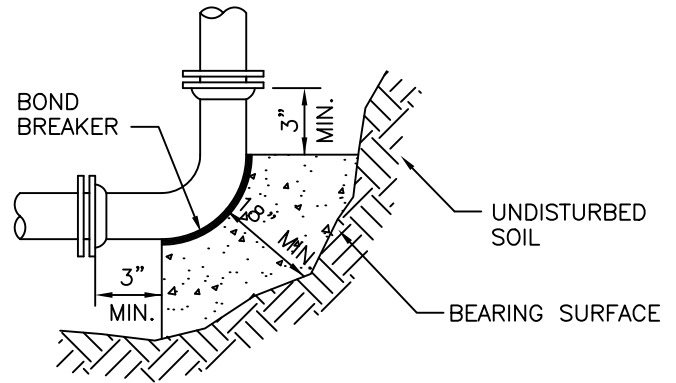
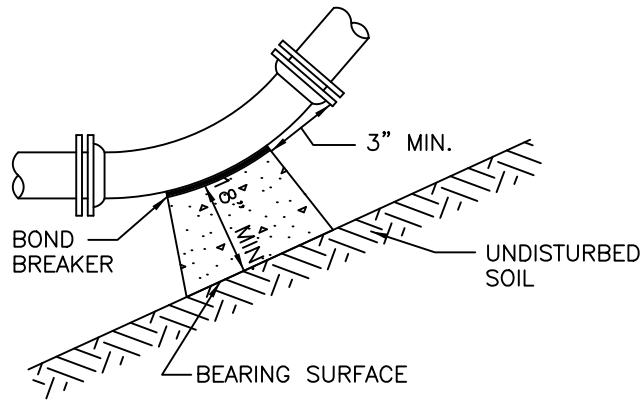
TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

THRUST BLOCK SIZING

DATE: 6/10/20

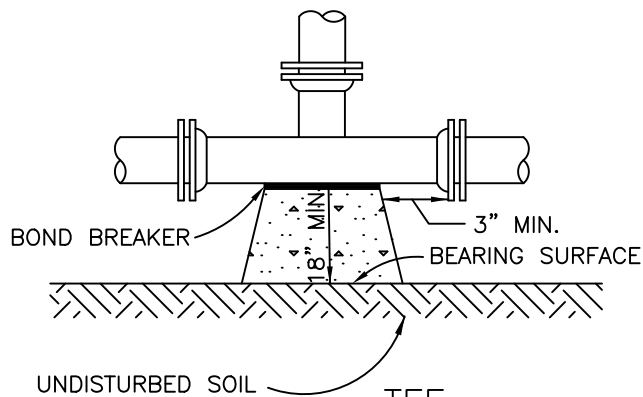
SHEET:

EXHIBIT A

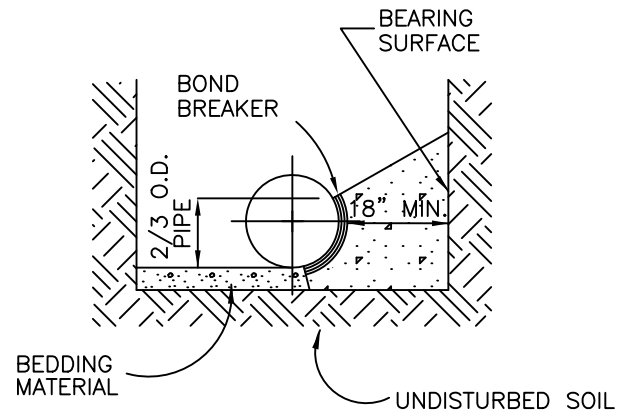


90° BEND

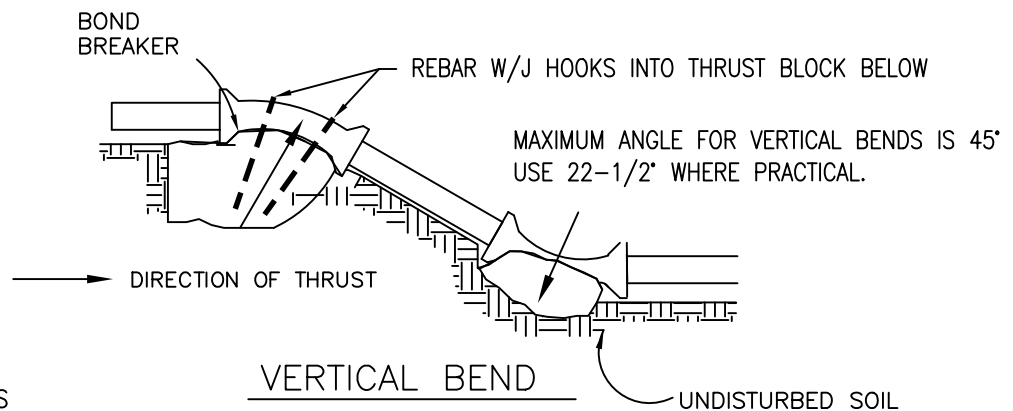
$\frac{11}{4}$ $\frac{1}{4}$, $\frac{22}{2}$ $\frac{1}{2}$ AND 45° BENDS



TEE



TYPICAL CROSS SECTION



VERTICAL BEND

FOR THRUST SIZING AND NOTES
SEE THRUST BLOCK SIZING DETAIL

MAXIMUM ANGLE FOR VERTICAL BENDS IS 45°
USE 22-1/2° WHERE PRACTICAL.



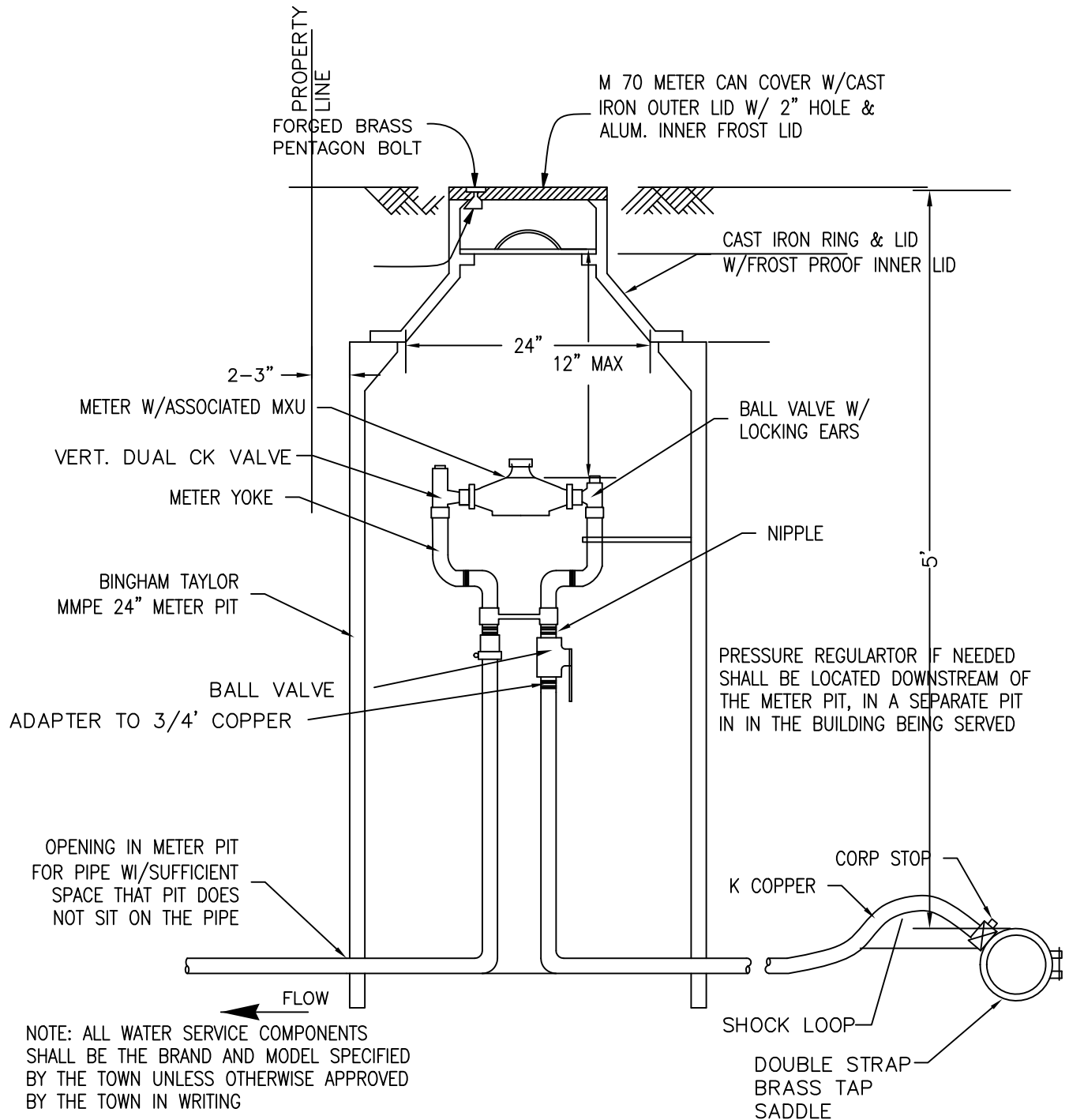
TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

**THRUST BLOCK
DETAIL**

DATE: 6/10/20

SHEET:

EXHIBIT A



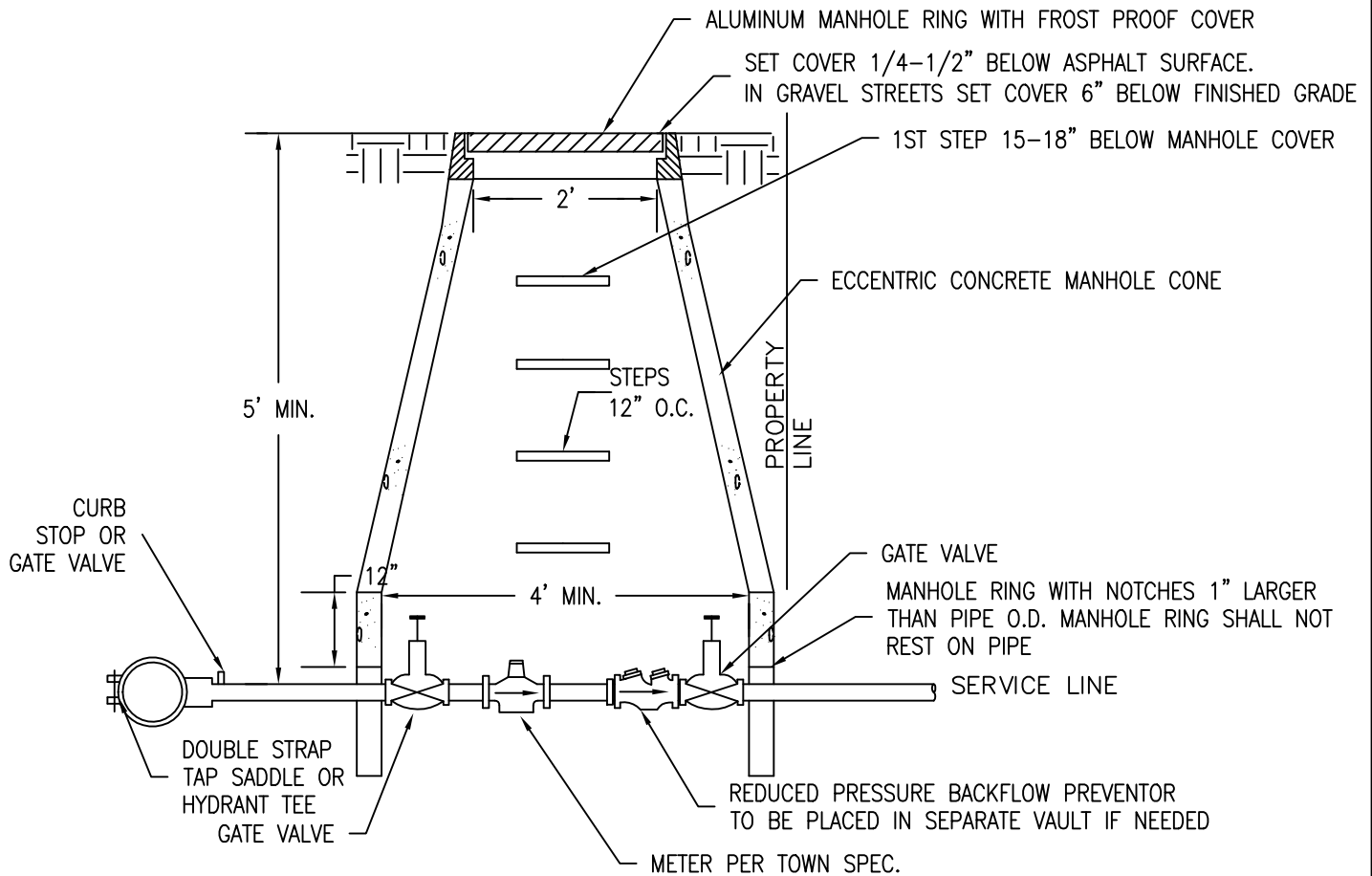
TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

**3/4" - 1" METER
DETAIL**

DATE: 6/10/20

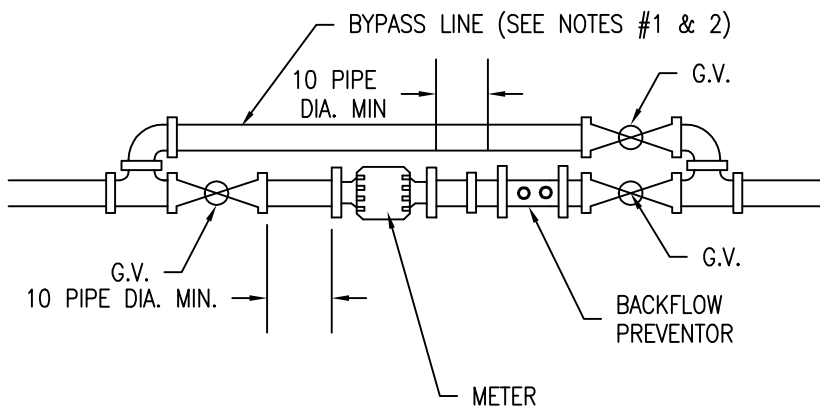
SHEET:

EXHIBIT A



NOTES:

- 1) BYPASS LINE ONLY REQUIRED ON METERS 2" & GREATER
- 2) WHEN BYPASS IS REQUIRED, METER SHALL BE INSTALLED IN A VAULT SIZED TO ALLOW CONVENIENT IN PLACE MAINTENANCE OF METER VALVES, AND APPURTENANCES
- 3) IF SERVICE LINE SIZE EXCEEDS 25% DIA. OF MAIN LINE SIZE, A HYDRANT TEE & FE X MJ GATE VALVE SHALL BE INSTALLED FOR THE SERVICE LINE CONNECTION
- 4) REQUESTS FOR SERVICE CONNECTIONS AND/OR METERS IN EXCESS OF 1" REQUIRES JUSTIFICATION AND TOWN APPROVAL
- 5) ALL MATERIALS SHALL CONFORM WITH TOWN STANDARDS



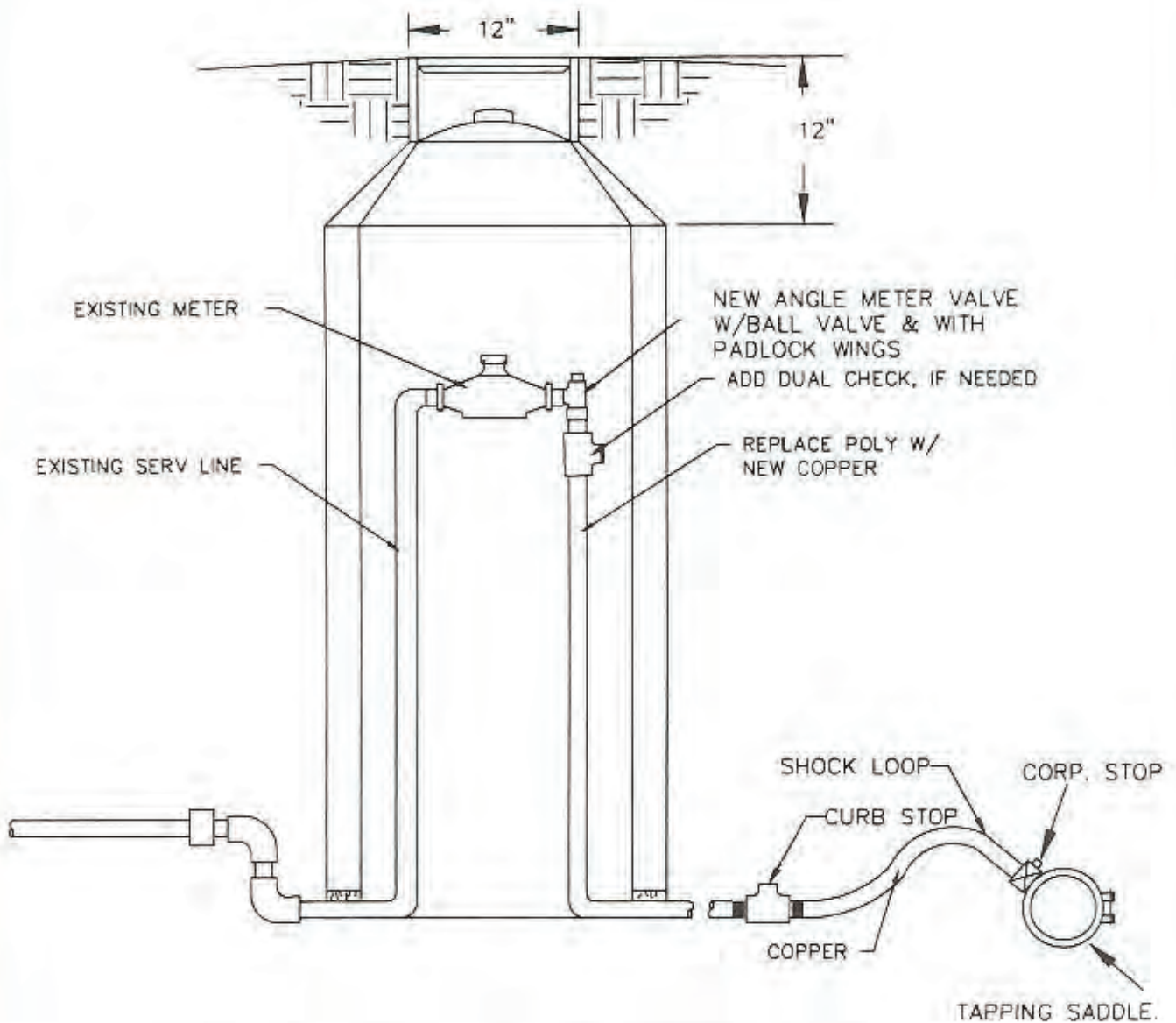
TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

**1-1/2 - 2" METER
DETAIL**

DATE: 6/20/20

SHEET:

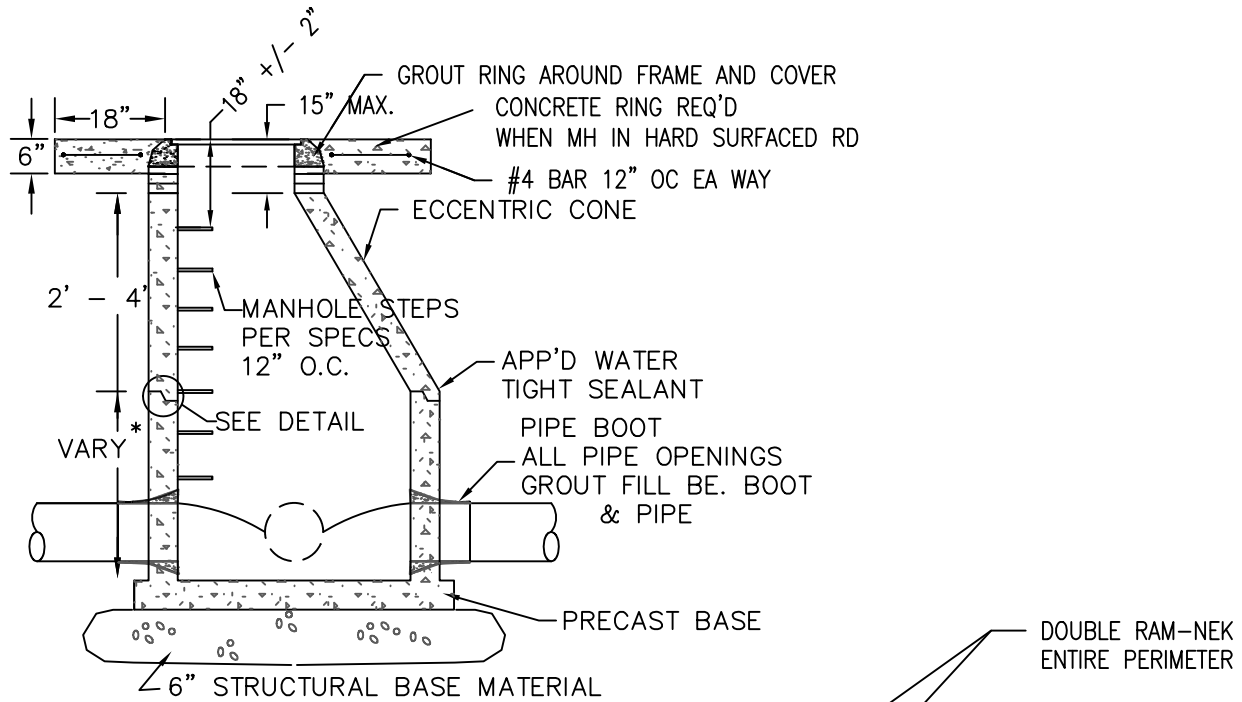
EXHIBIT A



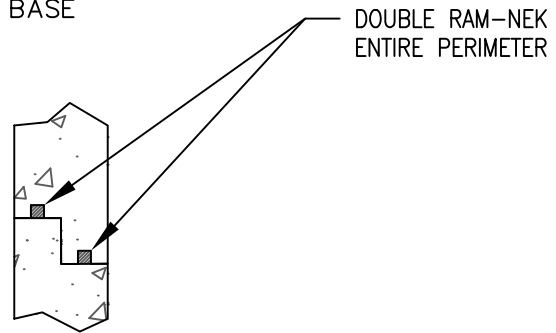
TYPICAL EXISTING SERVICE
RECONNECTION

CHK:	TOWN OF RIDGWAY
DATE: 6/06	CONSOLIDATED CONSULTING SERVICES
	PO BOX 738, DELTA, CO 81416
DRN: R_TYP	RECONNECT SERVICE

EXHIBIT A



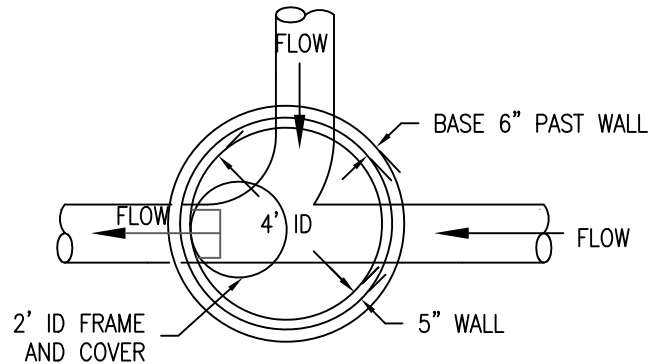
* BARREL SECTION HEIGHT MUST BE AT LEAST 48" OR VERTICAL WALLS ARE REQ'D



DETAIL N.T.S.

NOTES:

1. MIN. DROP THRU MANHOLE SHALL BE 0.1 FT FOR STRAIGHT RUNS & 0.2 FT FOR 90° BENDS
2. IF NEEDED TO PASS THE REQ'D VACUUM TEST, COAT EXTERIOR OF MANHOLE WITH COAL TAR EPOXY.
3. CONCRETE GROUT IS REQUIRED BETWEEN THE FRAME AND COVER ON ALL MANHOLES. THE LARGER CONCRETE RING SHOWN ABOVE IS ONLY REQUIRED WHEN THE COVER IS BROUGHT TO GRADE IN HARD SURFACED ROADWAYS



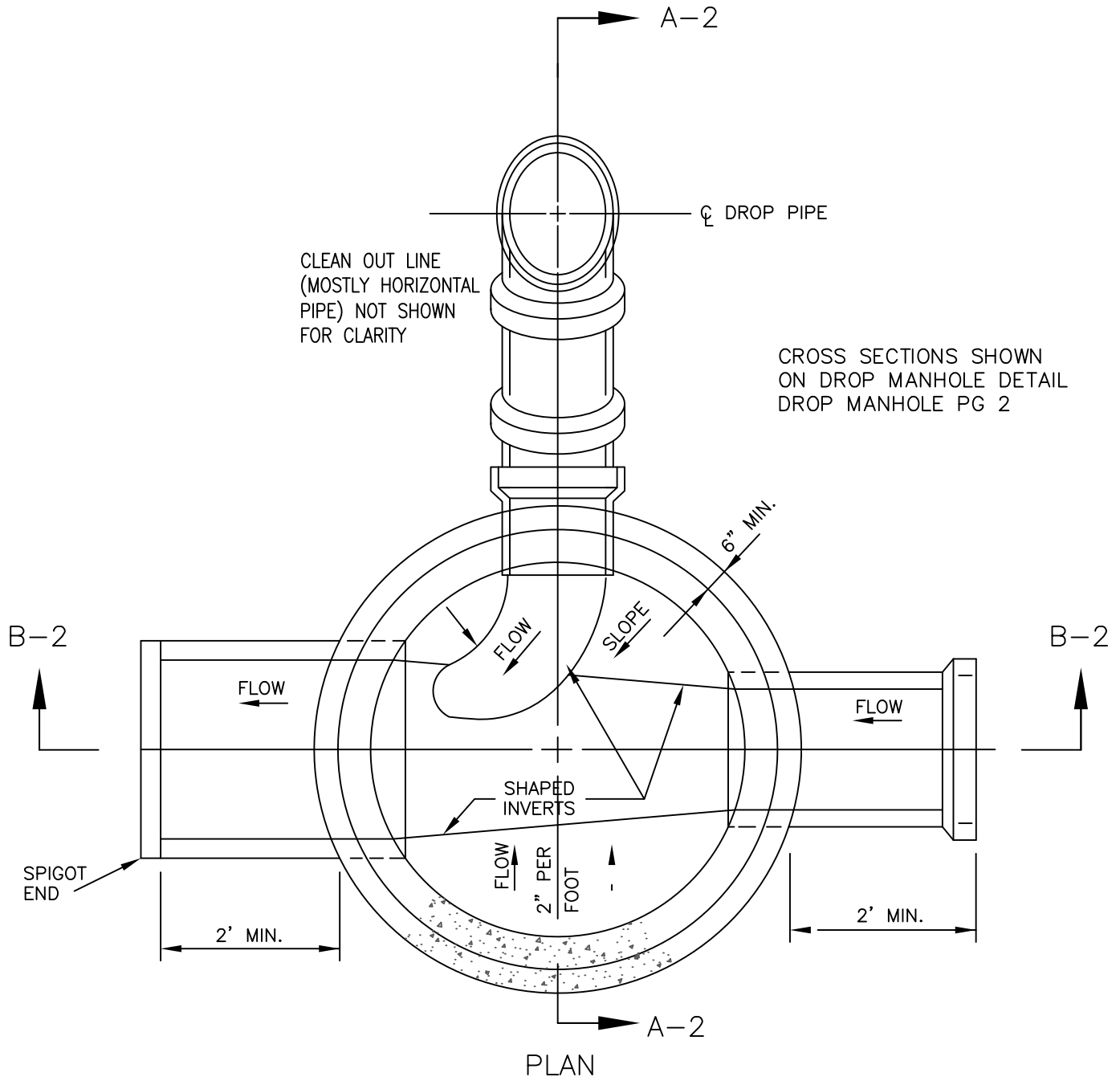
TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

MANHOLE DETAIL

DATE: 6/10/20

SHEET:

EXHIBIT A



NOTES:

1. BASES SHALL BE REINFORCED WHEN THE DISTANCE FROM INVERT TO TOP OF COVER WILL EXCEED 15 FT AND IN ANY CASE WHEN THE INTERIOR DIA. OF MANHOLE IS 5' OR LARGER

DROP MANHOLE BASE MONOLITHIC BASES FOR DROP MANHOLE

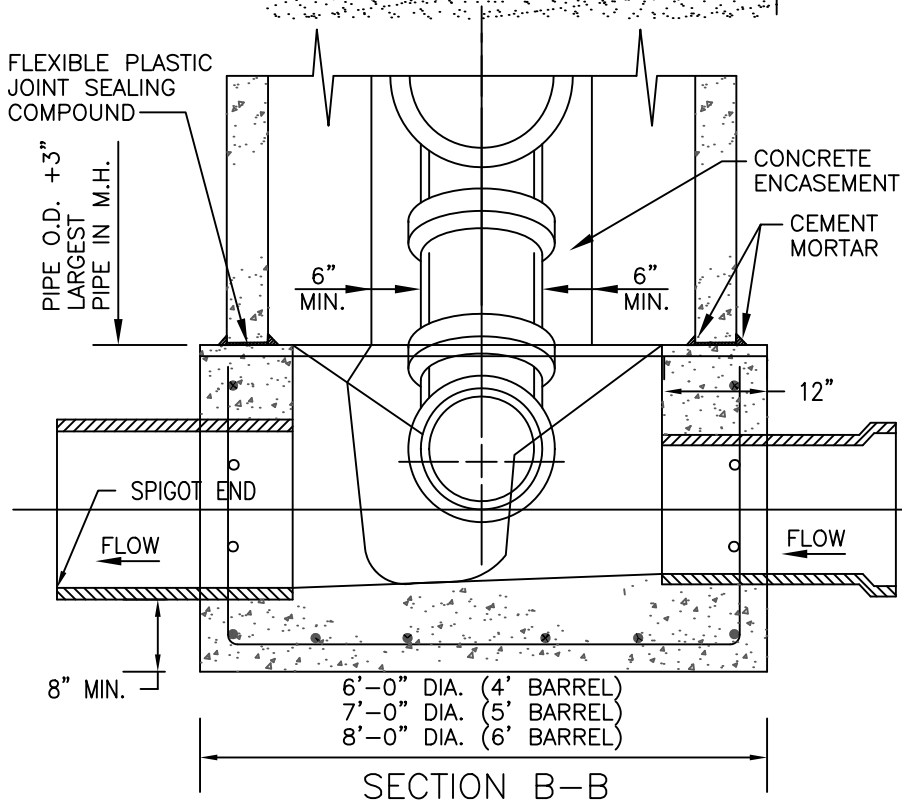
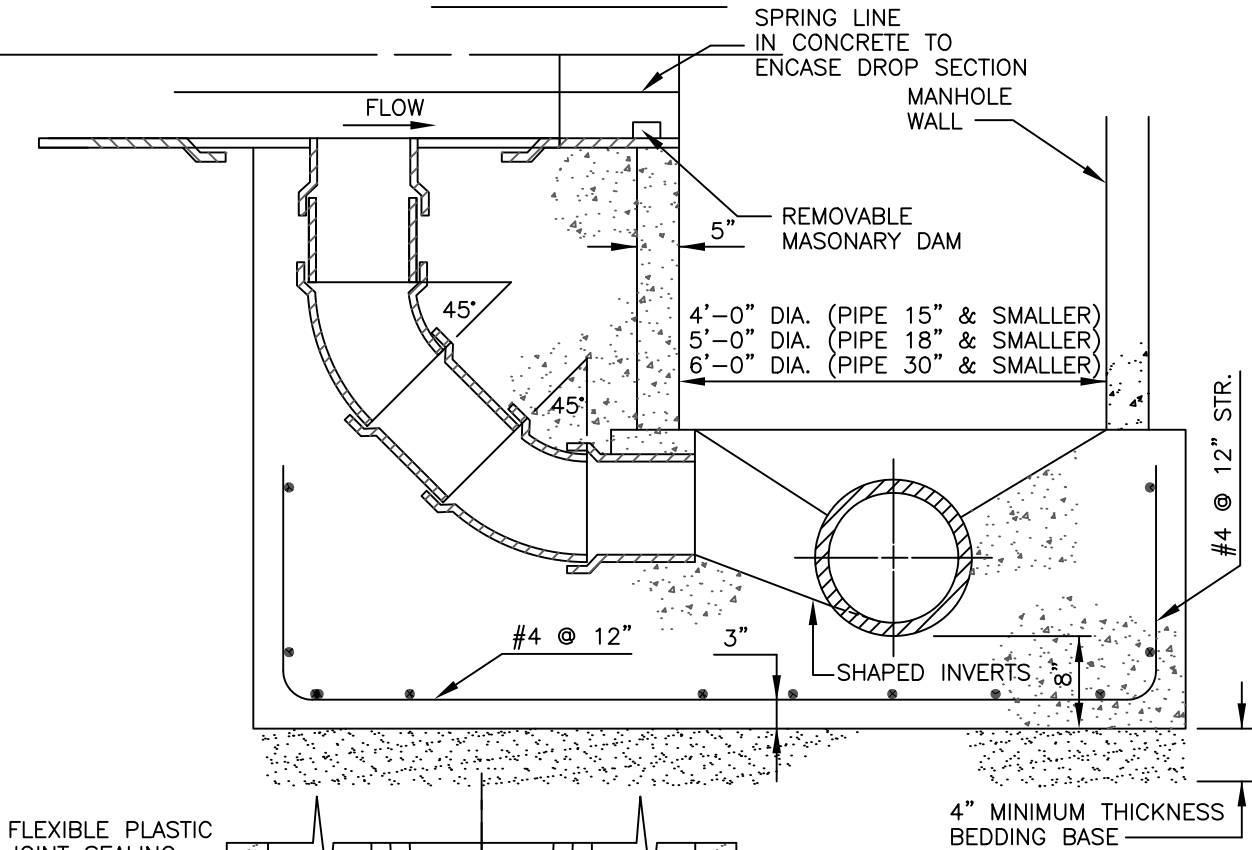


TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

DROP MANHOLE DETAIL

DATE: 6/10/20 SHEET: 1 OF 2

SECTION A-A



NOTES:

1. THIS MANHOLE REQUIRED WHEN A SEWER LINE ENTERS THE MANHOLE AT AN INVERT ELEVATION OF 18" OR MORE ABOVE THE INVERT OF THE MANHOLE
2. PIPE BOOTS REQUIRED AT MANHOLE PENETRATIONS
3. VERTICAL ANGLE CHANGES SHALL BE -SUPPORTED W/FLOWABLE FILL
4. PRECAST MANHOLE BASE REQUIRED

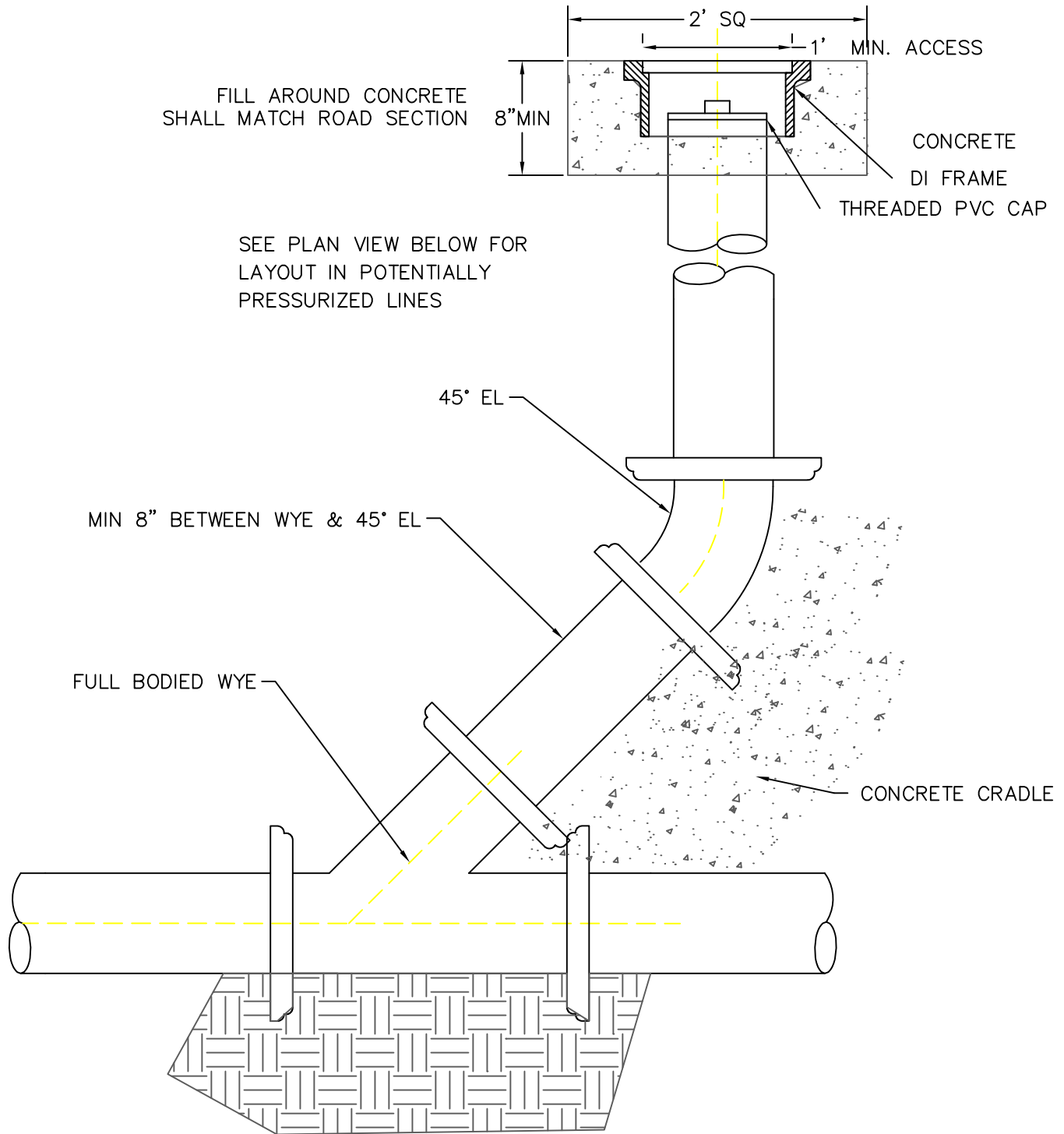


TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

DROP MANHOLE DETAILS

DATE: 6/10/20 SHEET: 2 OF 2

EXHIBIT A



TYPICAL CLEANOUT
ELEVATION VIEW



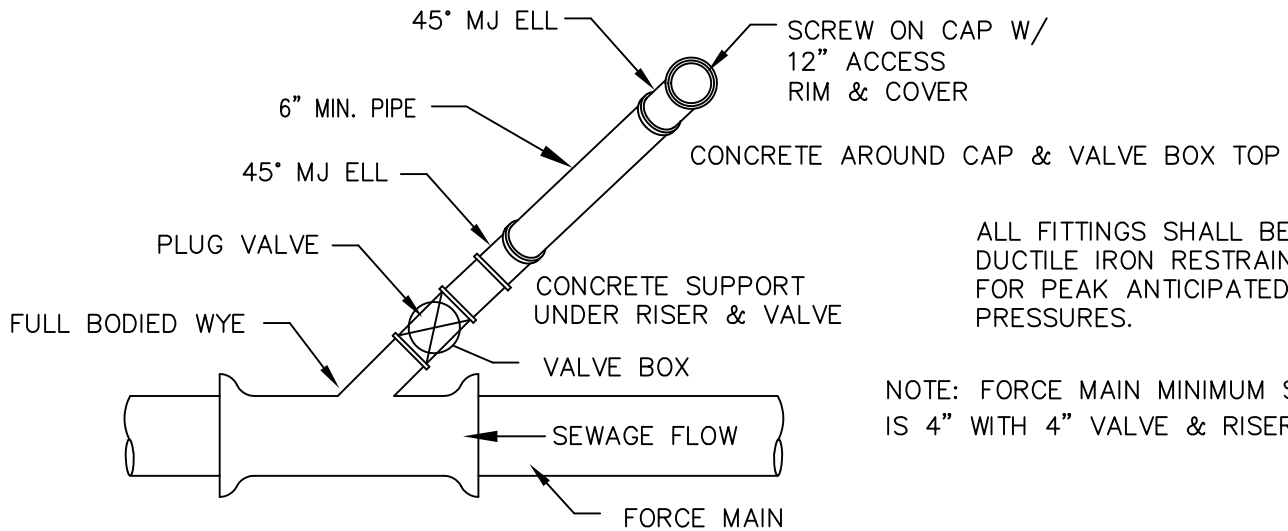
TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

GRAVITY CLEANOUT ELEVATION

DATE: 6/10/20

SHEET:

EXHIBIT A



ALL FITTINGS SHALL BE
DUCTILE IRON RESTRAINED
FOR PEAK ANTICIPATED
PRESSURES.

NOTE: FORCE MAIN MINIMUM SIZE
IS 4" WITH 4" VALVE & RISER

PRESSURE CLEANOUT
PLAN VIEW

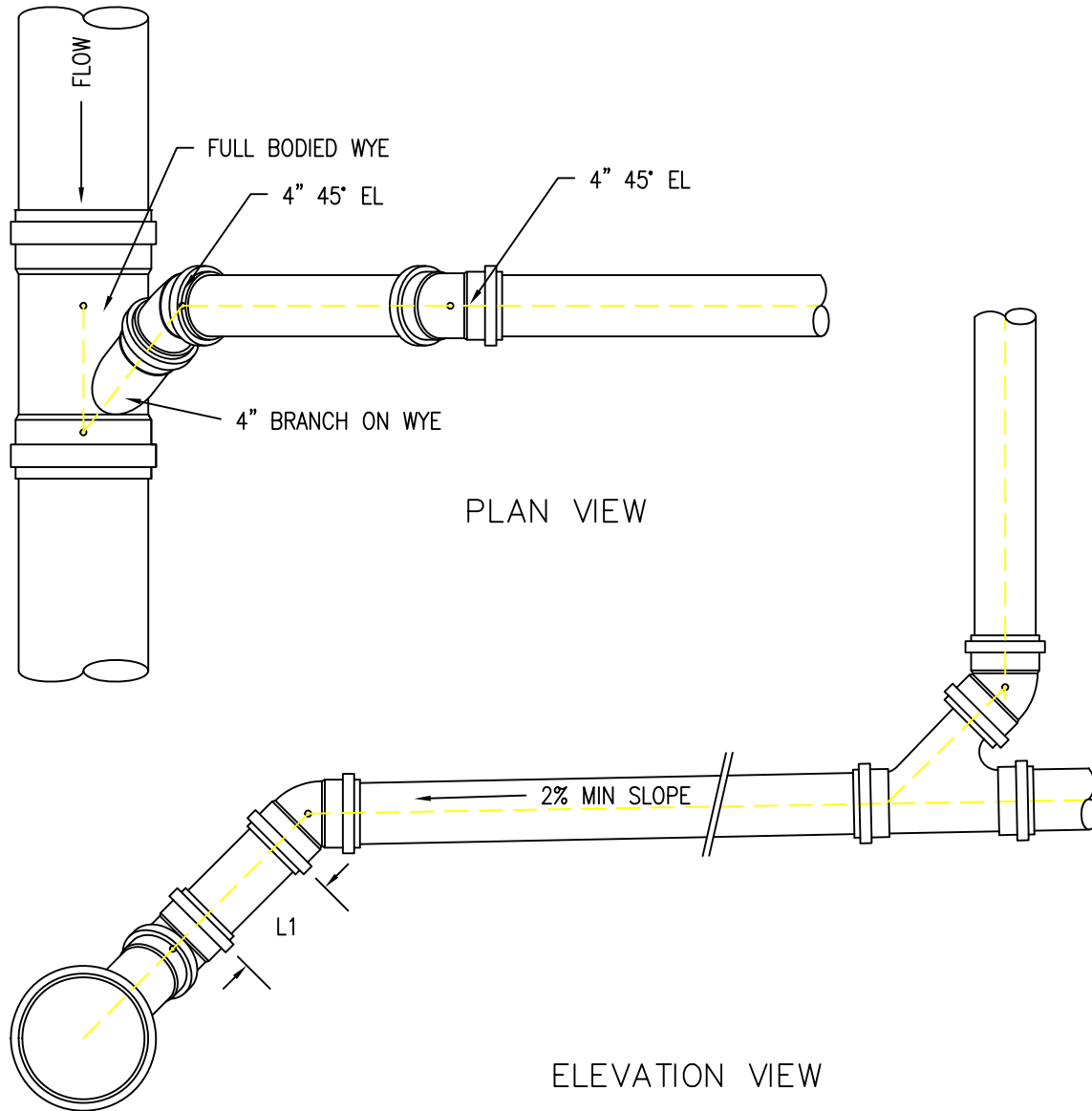


TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

**PRESSURE
CLEANOUT
PLAN VIEW**

DATE: 6/10/20 SHEET:

EXHIBIT A



L1 = DISTANCE NEEDED TO ADJUST GRADE OF
THE SERVICE TO DESIGN ELEVATION



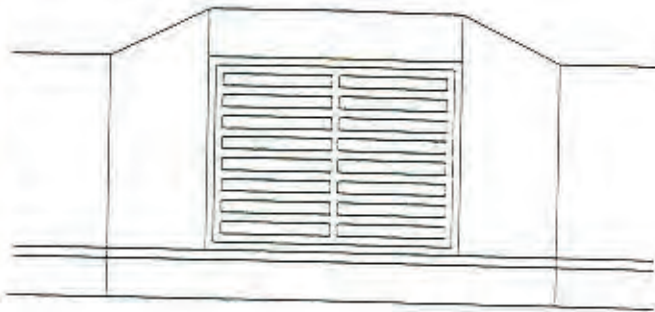
TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

**4" SEWER
SERVICE TAP**

DATE: 6/10/20

SHEET:

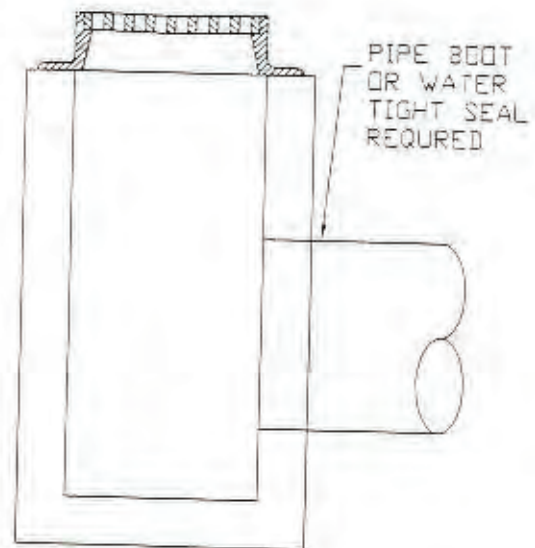
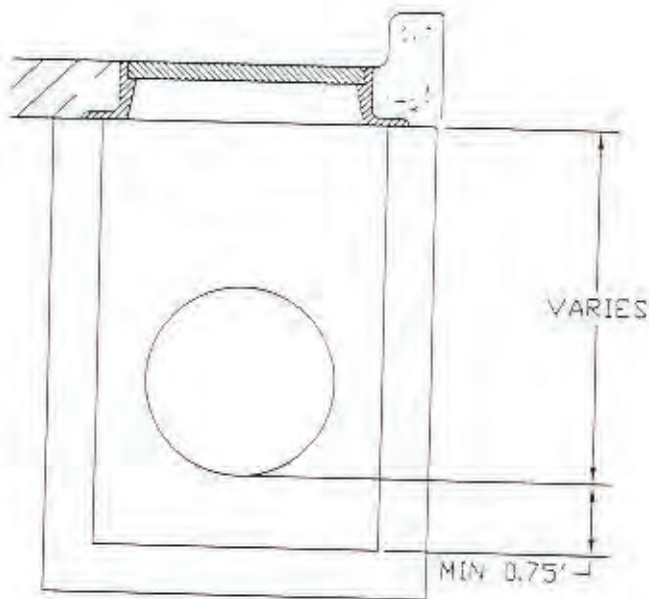
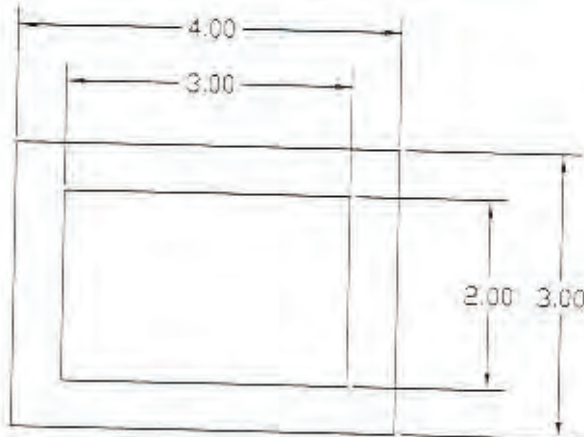
EXHIBIT A



STORM DRAIN CASTING

CONFORM TO ASTM A48-83 CLASS 35B FOR
GRAY IRON OR ASTM A536-80 GRADE
65-45-12 FOR DUCTILE IRON

GRATE TO COMPLY WITH BICYCLE SAFETY
STANDARDS



STORM DRAIN PIPE

ADS N-12 OR APPROVED EQUAL
24" DIAMETER MINIMUM

STORM DRAIN DESIGN LIMIT

STANDARD INLET FOR LESS THAN 2 CFS
LARGER FLOWS REQUIRE FLOW SPECIFIC DESIGN

STORM DRAIN MANHOLES TO CONFORM
TO SEWER MANHOLE TYPE

TOWN OF RIDGWAY

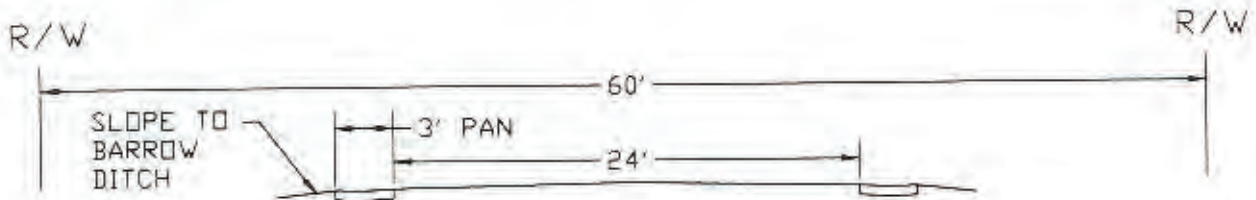
DATE:
2/01

CONSOLIDATED
CONSULTING
SERVICES

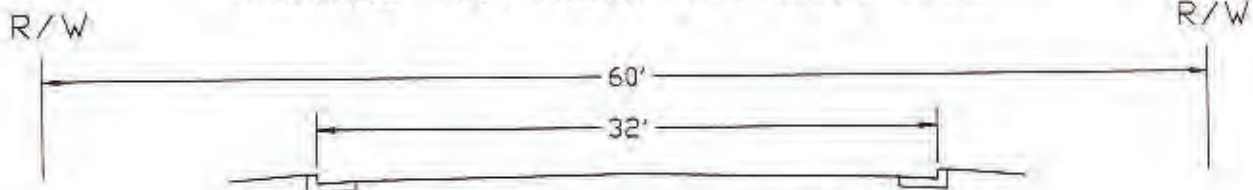
DRN:

STORM DRAIN INLET

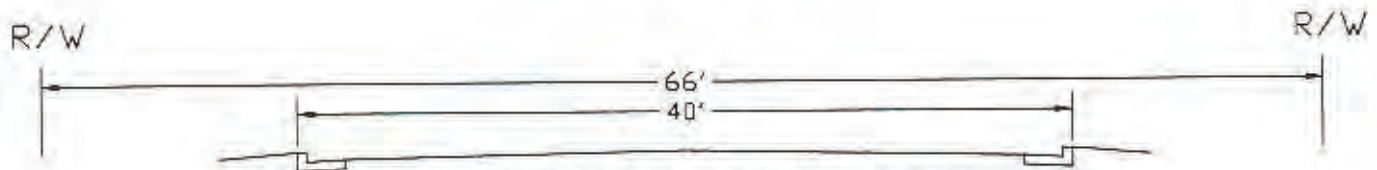
EXHIBIT A



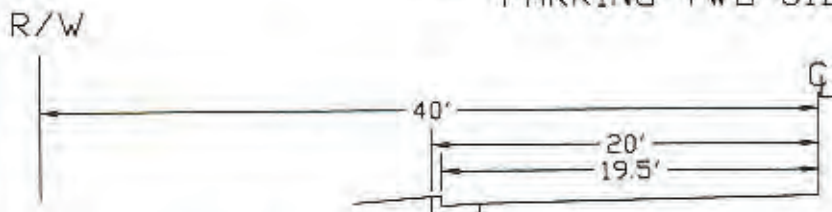
RESIDENTIAL LOCAL STREET
PARKING TWO SIDES, ONE DRIVE LANE



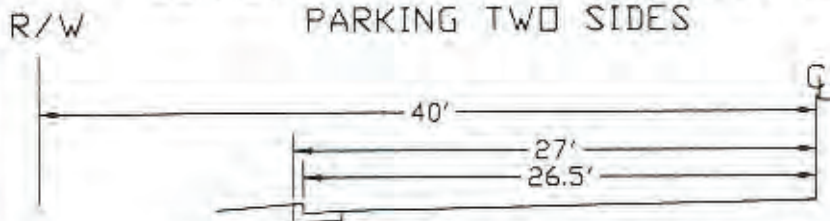
RESIDENTIAL COLLECTOR STREET
PARKING TWO SIDES



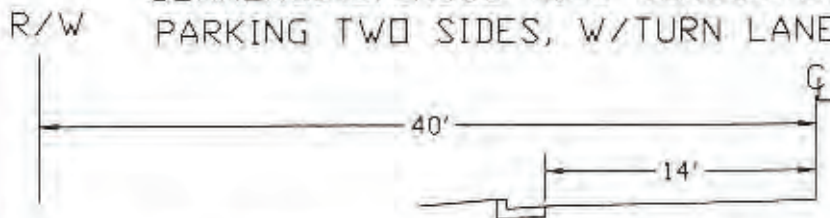
COMMERCIAL/INDUSTRIAL LOCAL
PARKING TWO SIDES



COMMERCIAL/INDUSTRIAL COLLECTOR
PARKING TWO SIDES



COMMERCIAL/INDUSTRIAL COLLECTOR
PARKING TWO SIDES, W/TURN LANE



COMMERCIAL/INDUSTRIAL COLLECTOR
NO PARKING

NOTES:

1. SIDEWALK TO BE LOCATED AT LOCATION DESIGNATED BY TOWN BETWEEN BACK OF CURB & PROPERTY LINE. SIDEWALK WIDTH & STRUCTURE SPECIFIED IN TOWN STDs & SIDEWALK TYPICALS.

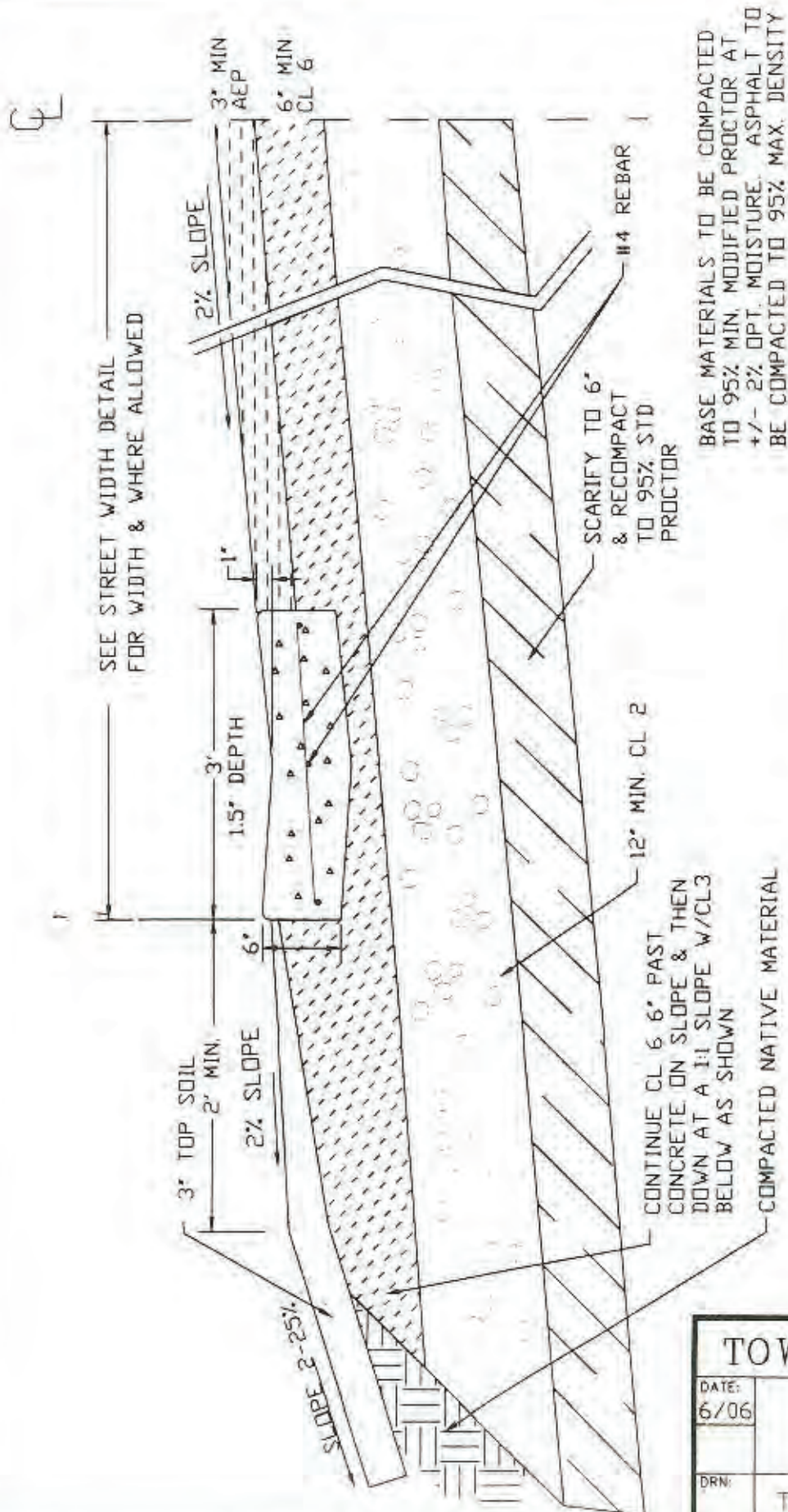
2. ROAD STRUCTURE REQ'TS ARE SPECIFIED IN TOWN STDs AND ROAD SECTION TYPICALS.

TOWN OF RIDGWAY

DATE:
6/06

CONSOLIDATED
CONSULTING
SERVICES

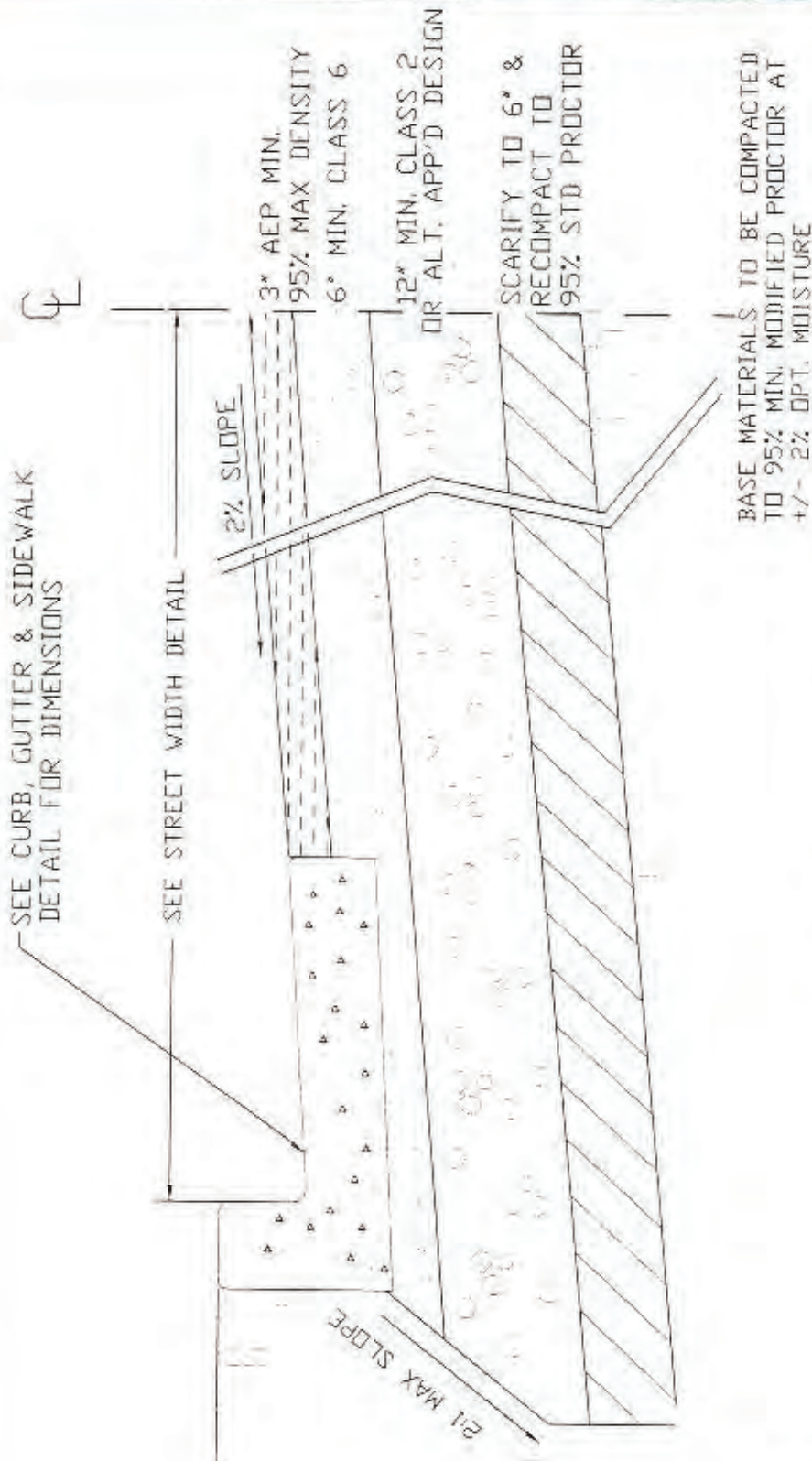
DRN:

TYPICAL ROAD SECTION
WITH PAN

TOPSOIL CAN BE NATIVE
MATERIALS CAPABLE OF
SUPPORTING VEGETATIVE
GROWTH

STREETS WITH LOADS GREATER THAN
A TYPICAL RESIDENTIAL STREET
MAY REQUIRE ADD'L ROAD STRENGTH
BASED ON ANTICIPATED TRAFFIC
LOADS AS DESIGNED BY APP'D
GEOTECHNICAL ENGINEER

TOWN OF RIDGWAY	
DATE: 6/06	CONSOLIDATED CONSULTING SERVICES
DRN:	TYP ROAD SECTION



TYPICAL ROAD SECTION WITH VERTICAL CURB

STREETS WITH LOADS GREATER THAN
A TYPICAL LOCAL RESIDENTIAL STREET
MAY REQUIRE ADD'L ROAD STRENGTH
BASED ON ANTICIPATED TRAFFIC
LOADS AS DESIGNED BY APP'D
GEOTECHNICAL ENGINEER

TOWN OF RIDGWAY

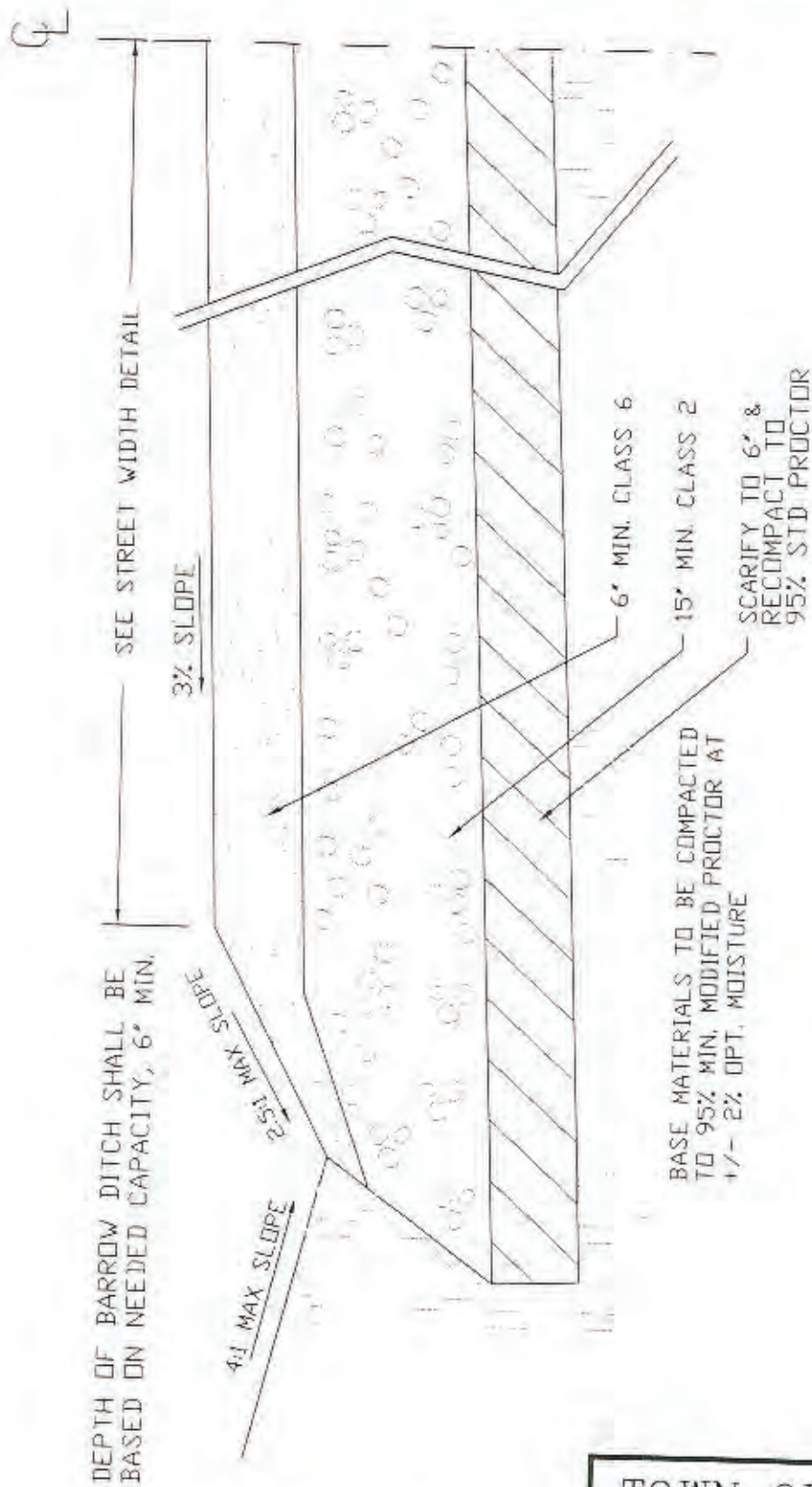
DATE:
2/01

CONSOLIDATED
CONSULTING
SERVICES

DRN

TYP PAVED STREET

EXHIBIT A

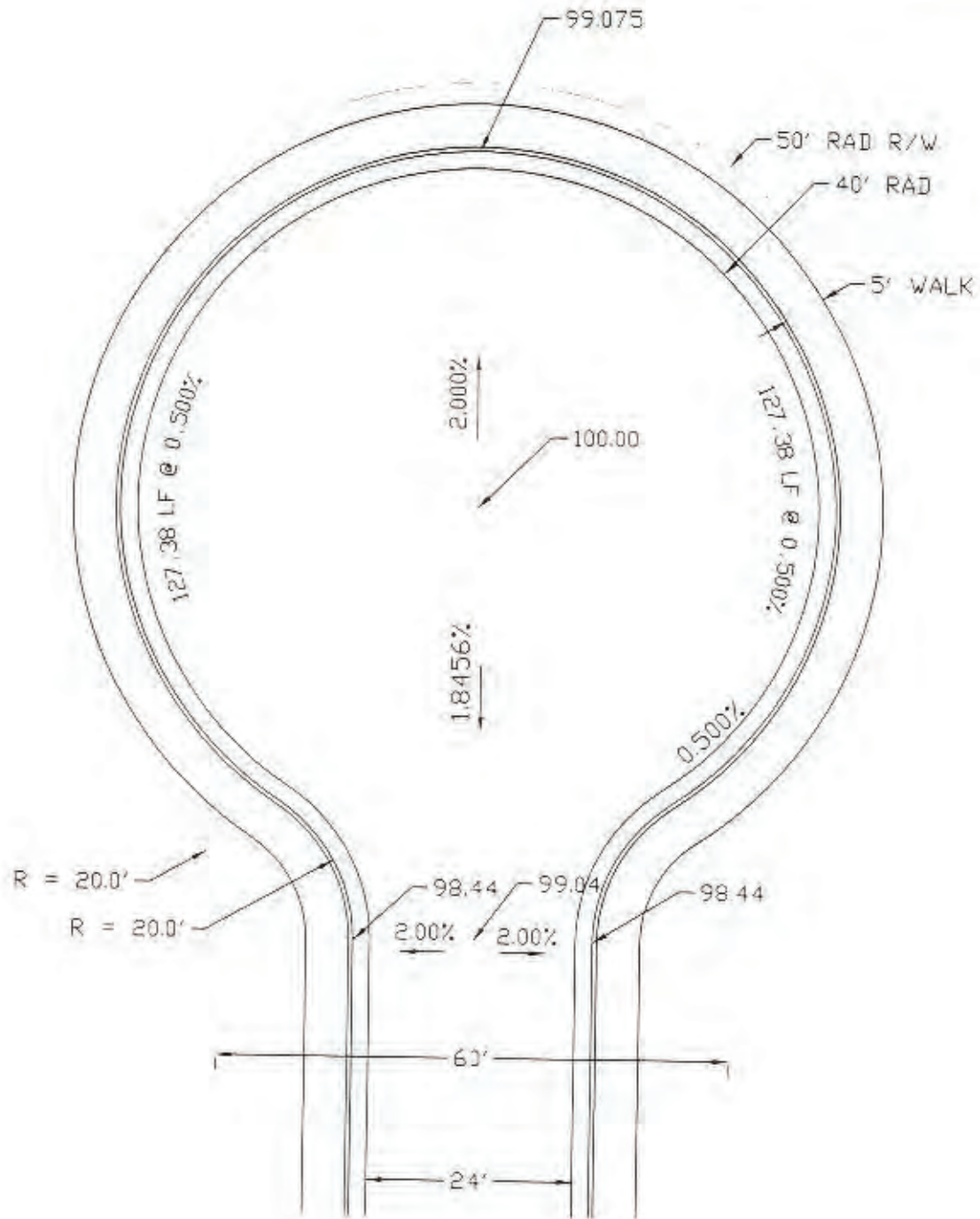


STREETS WITH LOADS GREATER THAN A TYPICAL RESIDENTIAL STREET MAY REQUIRE ADD'L ROAD STRENGTH BASED ON ANTICIPATED TRAFFIC LOADS AS DESIGNED BY APP'D GEOTECHNICAL ENGINEER

TYPICAL ROAD SECTION
GRAVEL STREET

TOWN OF RIDGWAY	
DATE: 2/01	CONSOLIDATED CONSULTING SERVICES
ORN:	TYP GRAVEL STREET

EXHIBIT A



TOWN OF RIDGWAY

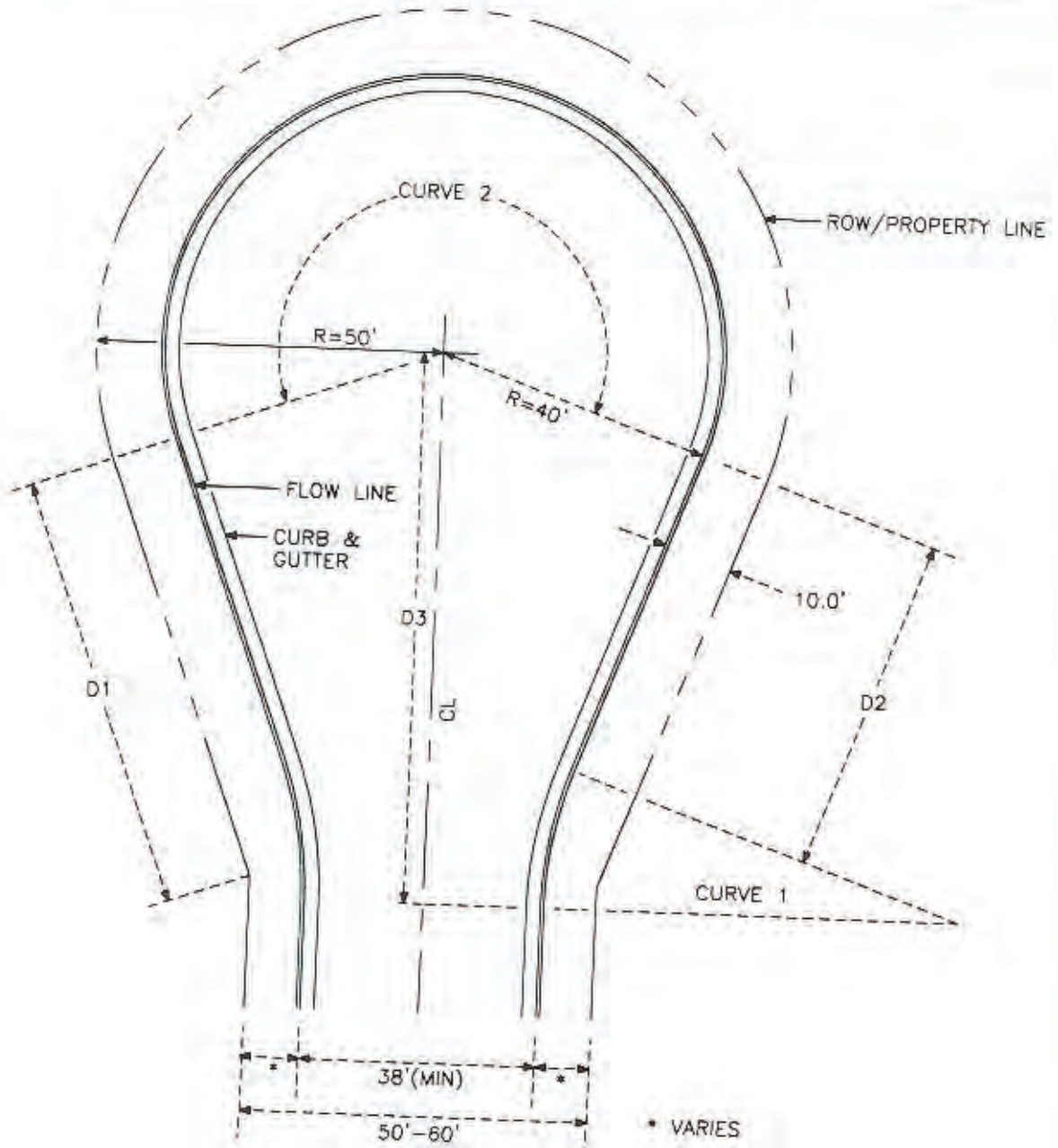
DATE:
2/01

CONSOLIDATED
CONSULTING
SERVICES

DRN:

CUL DE SAC TYPICAL

EXHIBIT A



CURVE 1				CURVE 2			
△	CURB			△	CURB		PROP.
	R	L	T		R	L	R L
20°00'00"	60.0'	20.94'	10.58'	220°00'00"	40.0'	153.59'	50.0' 191.99'
STREET WIDTH		D1		D2		D3	
38' (MIN)		64.28'		49.61'		80.82'	

TOWN OF RIDGWAY

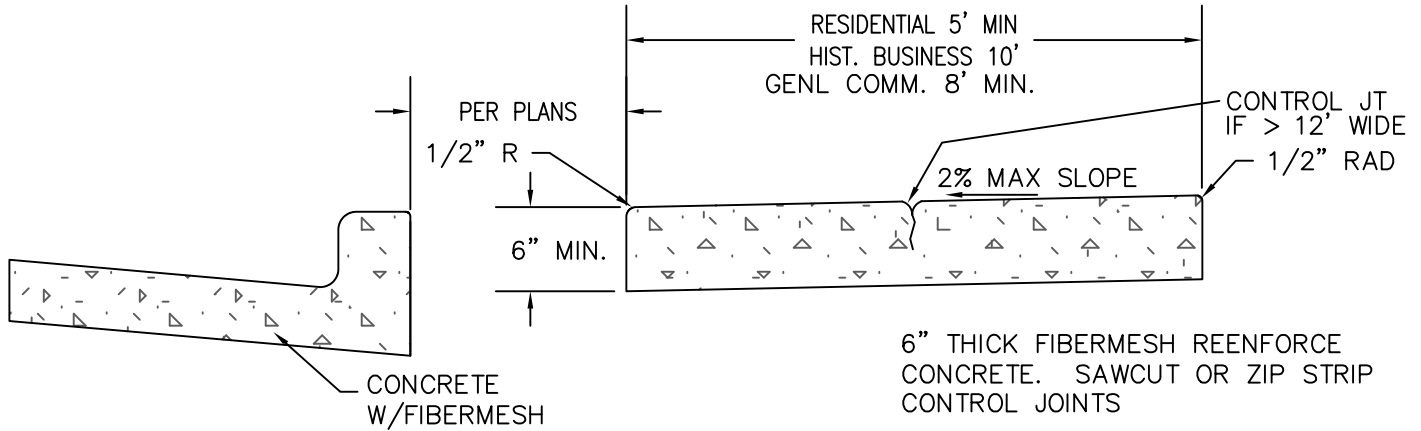
DATE:
6/06

CONSOLIDATED
CONSULTING
SERVICES

DRN:

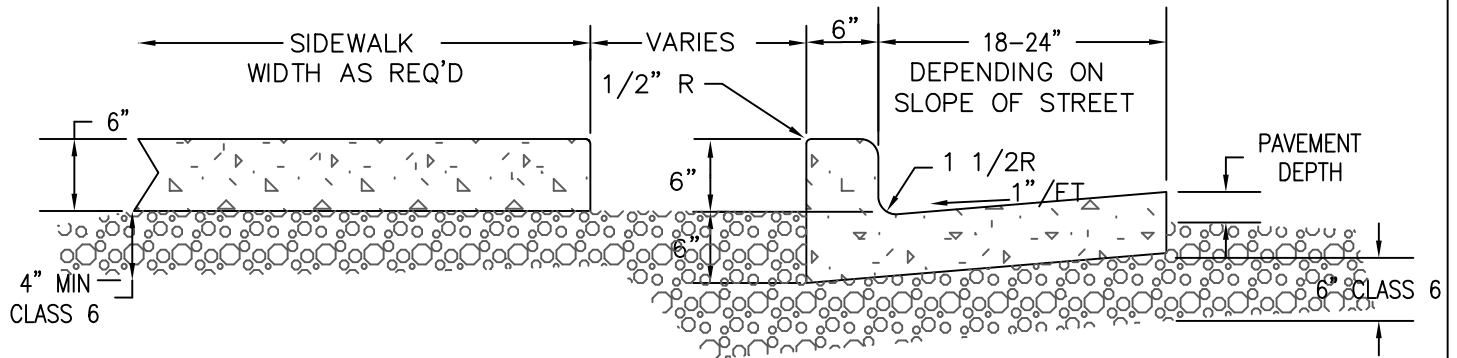
CUL DE SAC (ALT)

EXHIBIT A



SIDEWALK DETAIL

N.T.S.

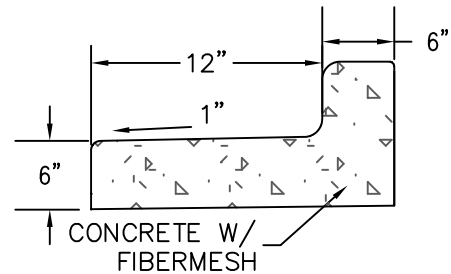


CURB AND GUTTER

N.T.S.

NOTES:

1. WHERE TOWN ALLOWS SIDEWALK TO BE PLACED ONLY ON ONE SIDE OF THE RIGHT OF WAY, THE STREET SHOULD BE OFFSET IN THE R/W & THE SIDEWALK WIDTH INCREASED TO 8' MIN.
2. SIDEWALK WIDTHS IN OTHER ZONES SHALL BE AT LEAST 8' UNLESS OTHERWISE ALLOWED BY THE TOWN.
3. CURB CUTTERS SHALL CONFORM WITH A.D.A. REQUIREMENTS



TIP OUT CURB & GUTTER



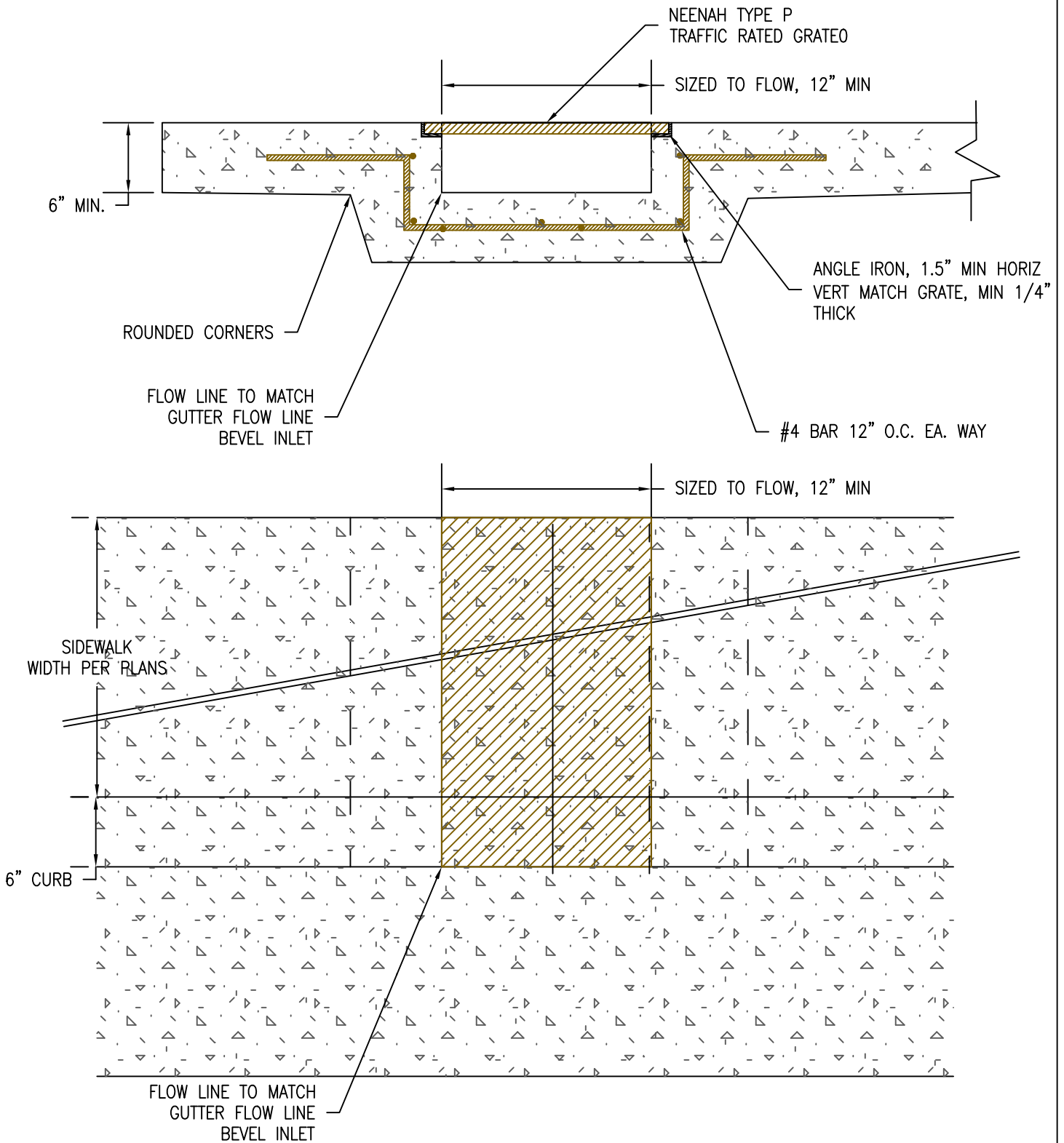
TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

CURB, GUTTER, SIDEWALK DETAIL

DATE: 6/10/20

SHEET:

EXHIBIT A



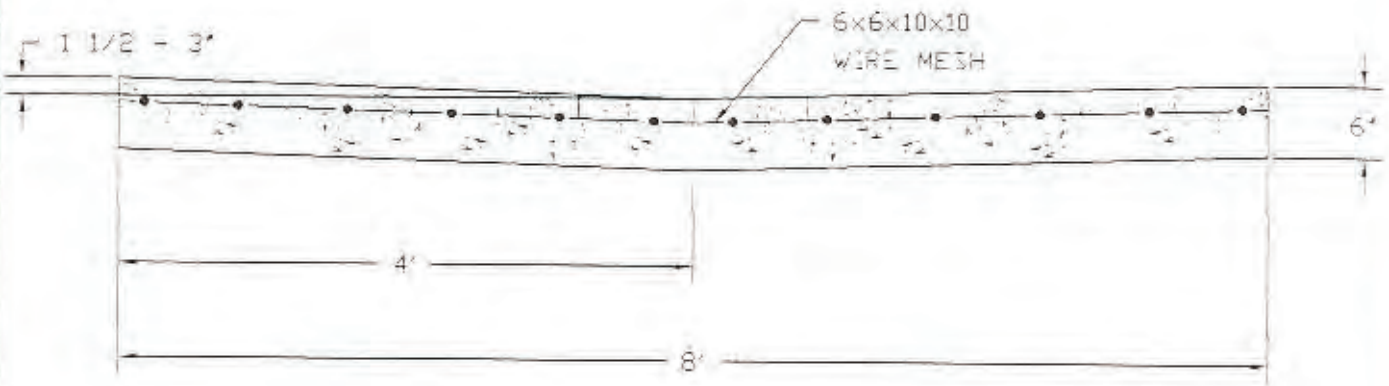
TOWN OF RIDGWAY
P.O. BOX 10 - 201 N RAILROAD
RIDGWAY, CO 81432
970.626.5308
www.town.ridgway.co.us

SIDEWALK DRAIN BOX

DATE: 6/10/20

SHEET:

EXHIBIT A



VALLEY DRAIN DESIGN

N.T.S.

VALLEY PAN DETAILS

TOWN OF RIDGWAY

DATE:
2/01

CONSOLIDATED
CONSULTING
SERVICES

QRN:

VALLEY PAN DETAIL

INTERSECTION GUTTER DETAILS - PLAN VIEW

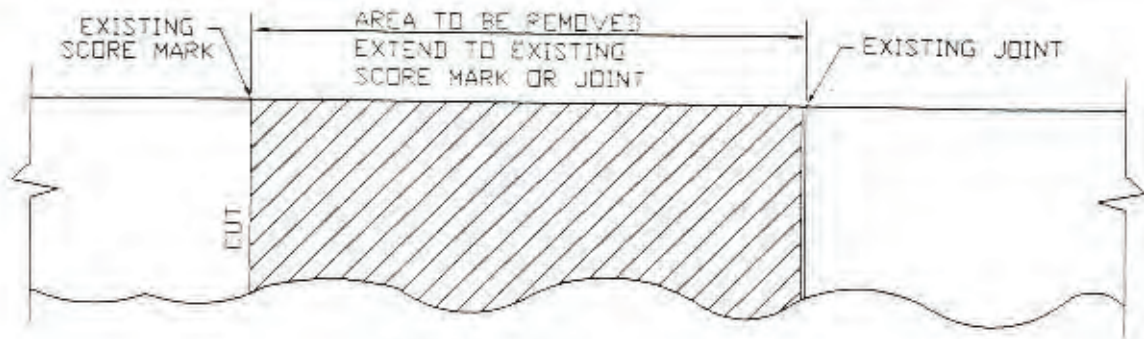
WHEN PRACTICAL, AVOID
PLACING VALVES AND
MANHOLE COVERS IN
PANS OR GUTTERS

SECTION A - A

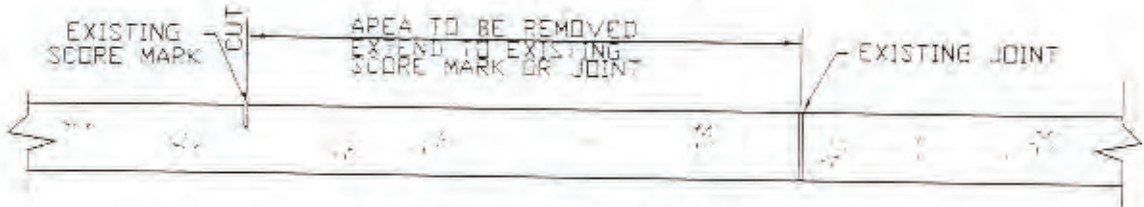
1 1/2" - 3"
6 X 6 - 8/8 WWF

TOWN OF RIDGWAY	
DATE: 2/01	CONSOLIDATED CONSULTING SERVICES
CRN:	INTERSECTION DETAILS

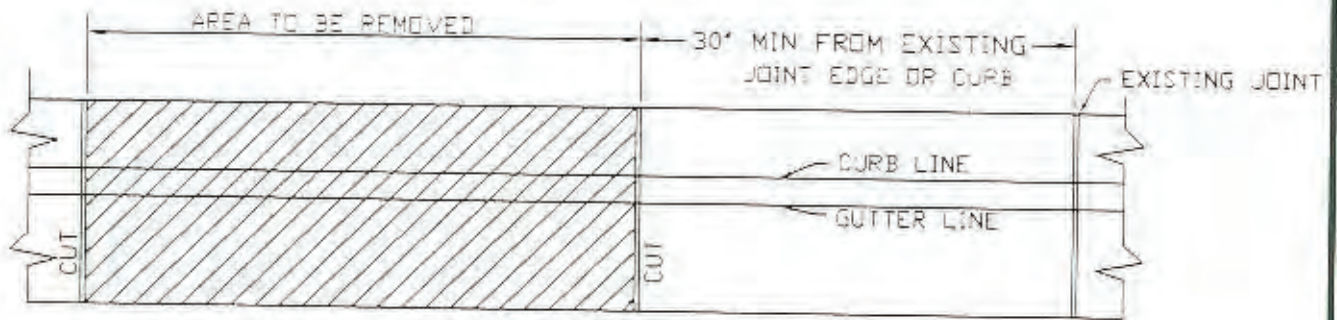
EXHIBIT A



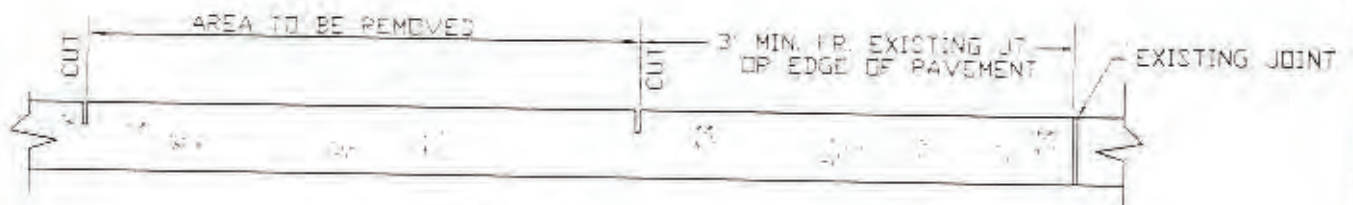
SIDEWALK PLAN



SIDEWALK SECTION

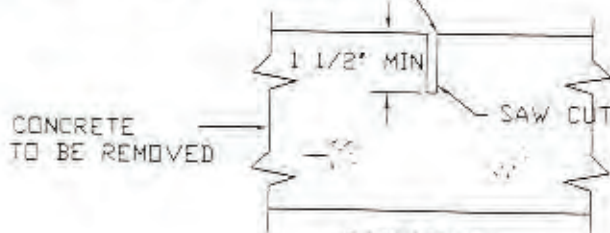


CURB PLAN



PAVEMENT SECTION

REMAINING EDGE TO BE SMOOTH AND TRUE WITH NO SHATTER



SECTION
SHOWING CUT

WHEN DISTANCE FROM 'AREA TO BE REMOVED', TO EXISTING JOINT IS LESS THAN MINIMUM SHOWN, 'AREA TO BE REMOVED' SHALL BE EXTENDED TO THAT JOINT OR SCORE MARK.

TOWN OF RIDGWAY

DATE:
2/01

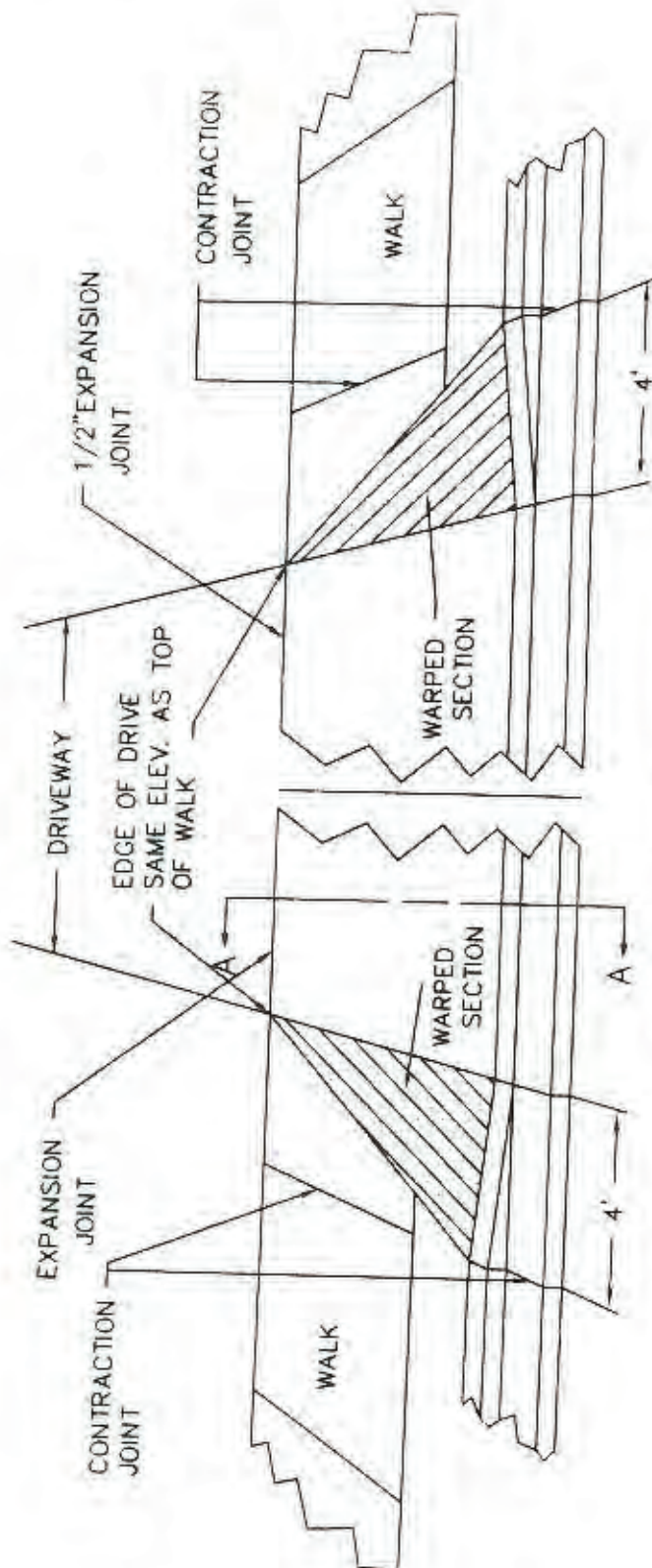
CONSOLIDATED
CONSULTING
SERVICES

ORN:

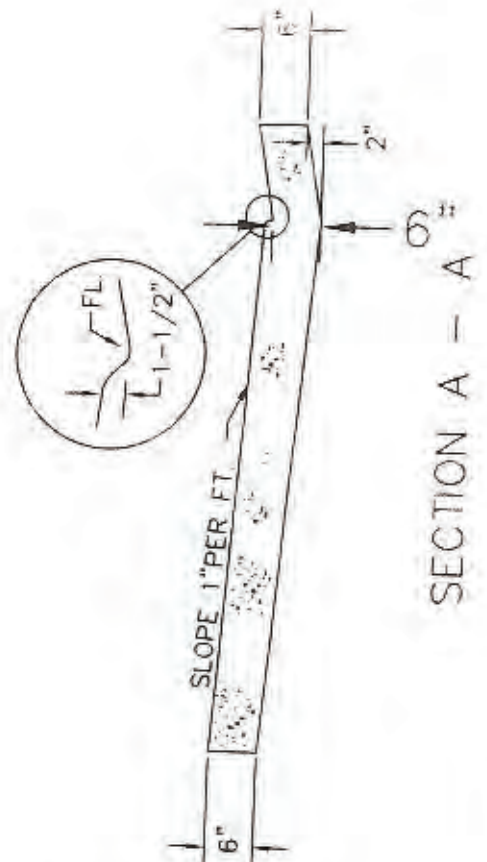
PAVEMENT REMOVAL

PAVEMENT REMOVAL & REPLACEMENT

EXHIBIT A



PERSPECTIVE VIEW



DRIVEWAY WIDTH

MINIMUM	12'
1, 2 FAMILY	22'
RESIDENTIAL, MAX	25'
BUSINESS, MAX,	35'

NOTES:

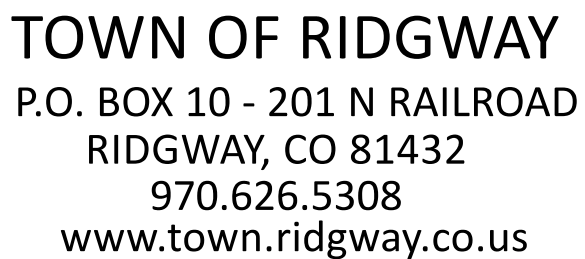
1. WHEN STREETS ARE HARD SURFACED DRIVEWAY SHALL BE HARD SURFACED FROM PROPERTY LINE TO THE STREET
2. DRIVEWAY WARP SECTIONS MUST MEET ADA.

3/12/07 - ADD NOTE RE: SURFACING

DRIVEWAY DETAILS

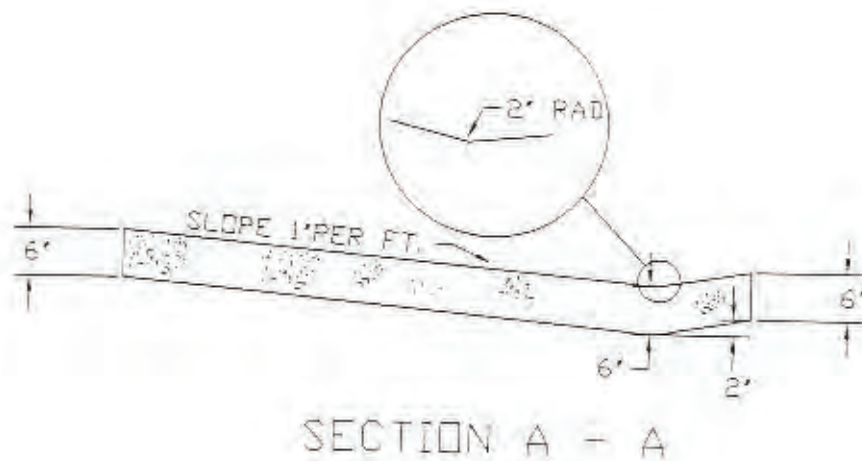
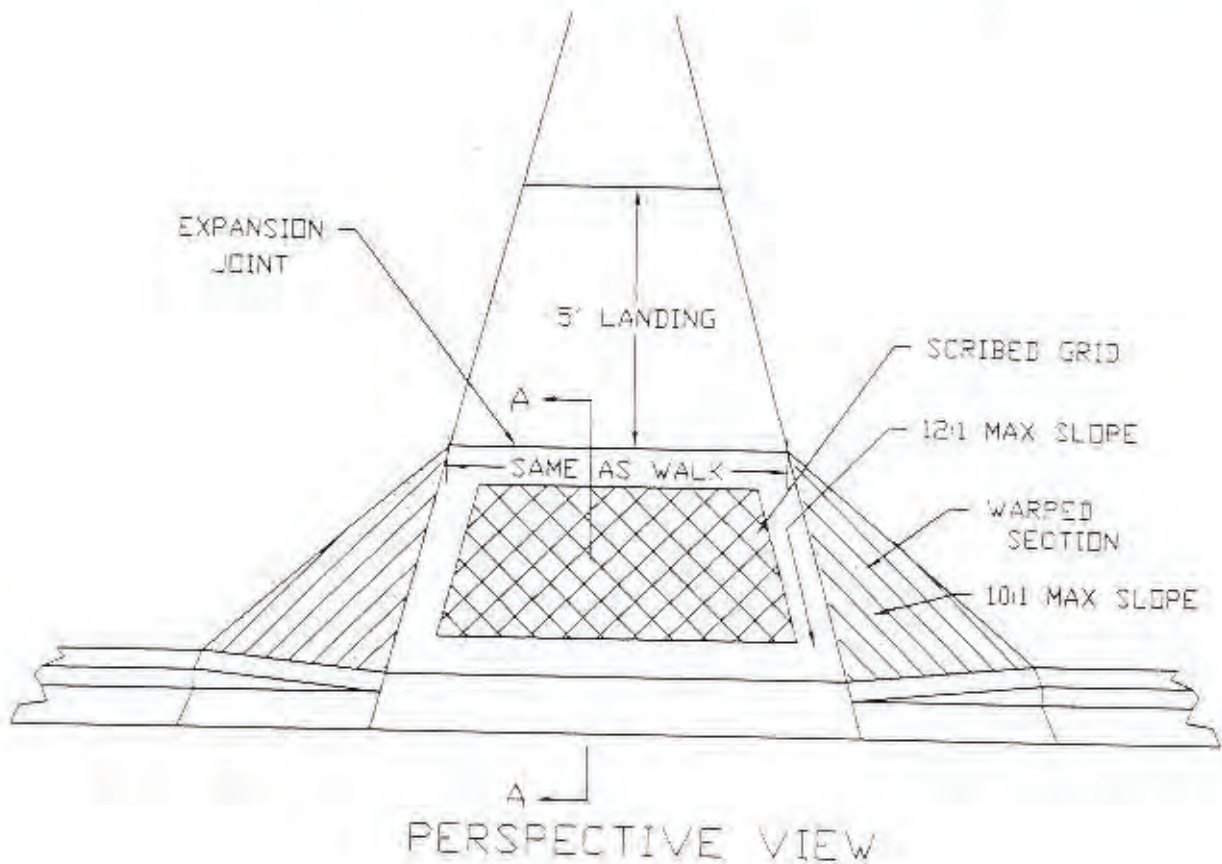
CHK:	TOWN OF RIDGWAY
DATE: 3/07	CONSOLIDATED CONSULTING SERVICES PO BOX 738, DELTA, CO. 81626
CRN: #_TYP	DRIVEWAY DETAILS

CENTERLINE MONUMENT DETAIL



DATE: 6/10/20 SHEET:

EXHIBIT A

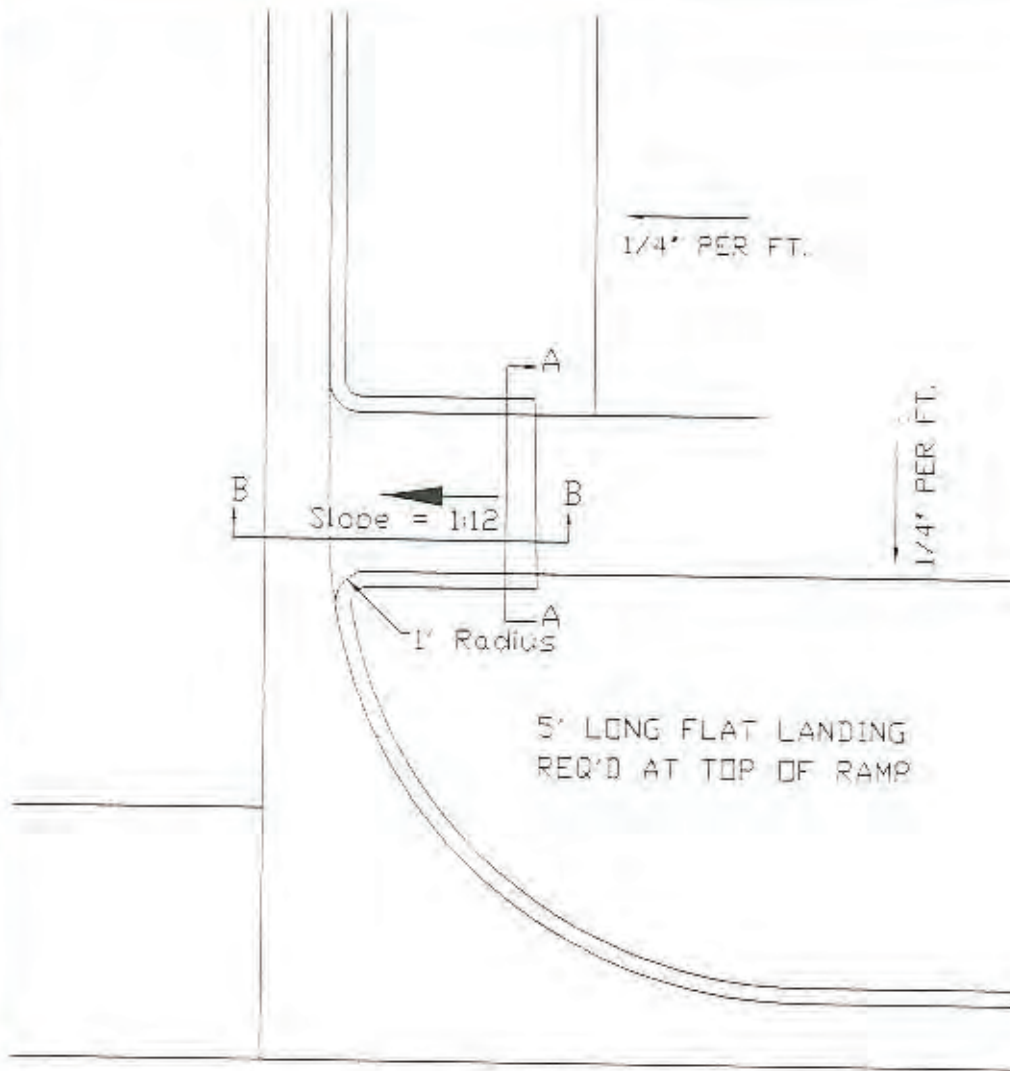


WHEEL CHAIR ACCESSIBLE TYPICAL

WALKWAYS AND CURB CUTS
SHALL CONFORM WITH
CURRENT A.D.A. REQ'TS

TOWN OF RIDGWAY	
DATE: 2/01	CONSOLIDATED CONSULTING SERVICES
DRN:	HANDICAP RAMP 1 OF 2

EXHIBIT A



6" CONCRETE
5' WIDE X 6' LONG

WHEEL CHAIR CURBING

TAPERS FROM 10' TO 4'
IN 6 FEET



SECTION A-A



SECTION B-B

WALKWAYS AND CURB CUTS
SHALL CONFORM WITH
CURRENT A.D.A. REQ'TS

TOWN OF RIDGWAY

DATE:
2/01

CONSOLIDATED
CONSULTING
SERVICES

DRN:

HANDICAP RAMP 2 OF 2

1 ROW

3 ROW 76'

4 ROWS 94'

STALL AND AISLE DIMENSIONS

A	B	C	D	E	F	G	# stalls/ in "X" length	Area/ car
90	8'6"	18'0"	22'0"	58'	8'6"	18'0"	X/8.5	247
60	8'6"	18'10"	17'6"	55'	8'6"	18'0"	(X-11)/9.8	270
45	8'6"	17'6"	12'6"	47'	8'6"	18'0"	(X-17)/12	282

TOWN OF RIDGWAY

DATE: 2/01	CONSOLIDATED CONSULTING SERVICES
DRN:	
PARKING LOT SPACING	

A	B	C	D	E	F	G	# stalls/ in "X" length	Area/ car
90	8'6"	18'0"	22'0"	58'	8'6"	18'0"	X/8.5	247
60	8'6"	18'10"	17'6"	55'	8'6"	18'0"	(X-11)/9.8	270
45	8'6"	17'6"	12'6"	47'	8'6"	18'0"	(X-17)/12	282

TOWN OF RIDGWAY

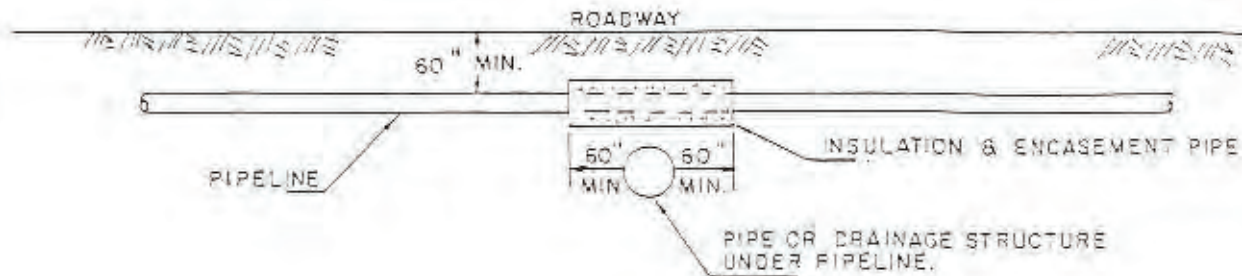
DATE:
2/01

CONSOLIDATED
CONSULTING
SERVICES

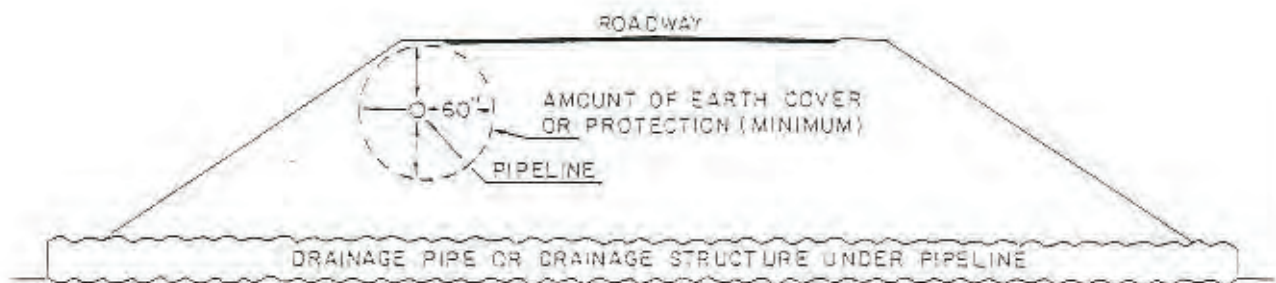
DRN:

PARKING LOT SPACING

EXHIBIT A

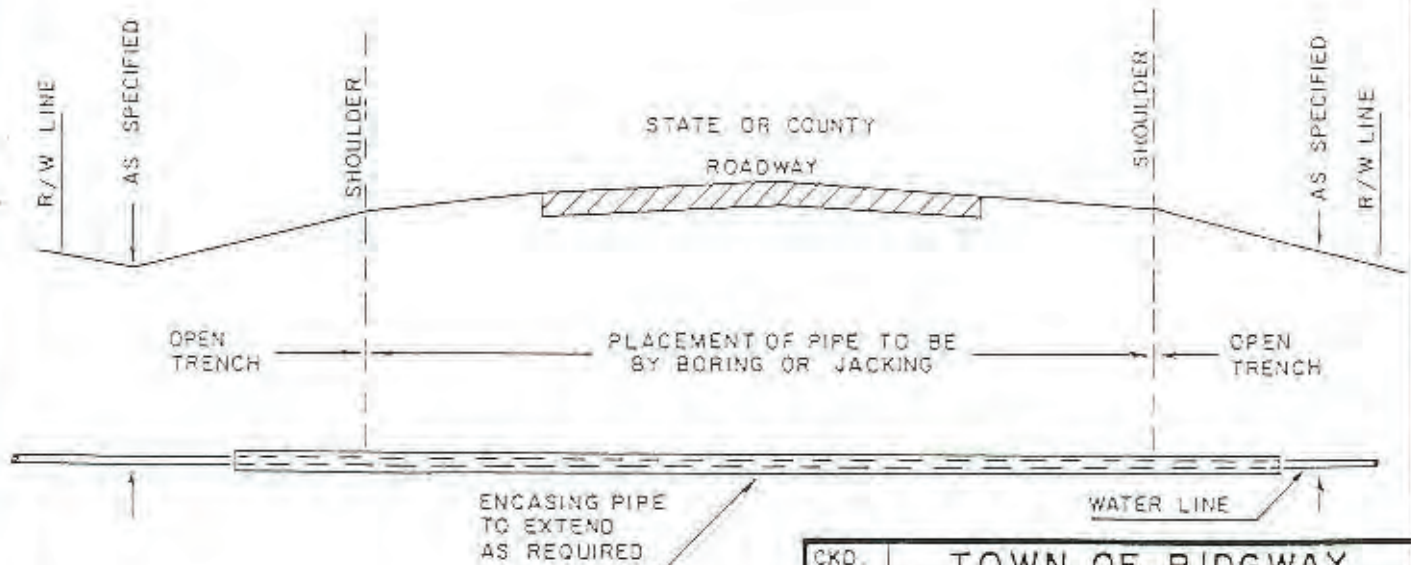


NOTE: FOR INSULATION AND ENCASEMENT OF PIPELINE SEE "DETAILS OF INSULATED PIPE" DRAWING.



NOTE: IF THERE IS LESS THAN 60" OF COVER MATERIAL AROUND PIPELINE, THEN THE PIPE MUST BE INSULATED.

IF THERE IS LESS THAN 24" OF COVER THE PIPELINE & INSULATION MUST HAVE AN ENCASEMENT PIPE AROUND IT.



NOTE: ENCASING PIPE TO EXTEND FROM RIGHT-OF-WAY LINE TO RIGHT-OF-WAY LINE ON STATE HIGHWAY CROSSINGS.

CKD.	TOWN OF RIDGWAY
	ROADWAY CROSSINGS
DATE	CONSOLIDATED
	CONSULTING
	SERVICES
DRN.	

AGENDA ITEM #18



To: Town Council
From: Shay Coburn, Town Planner
Date: June 17, 2020
Re: South and North Railroad Street Alignment Opportunity

INTRODUCTION

Ridgway Cohousing LLC purchased the “Warlick Property” (see white area on top right map) in late 2017. The property is currently being developed as Alpenglow Cohousing. A group of locals is working on this development, and knew of the Town’s desire to realign South Railroad Street with North Railroad Street and generously offered to be open to discussions on this topic.

BACKGROUND

Past Town plans have contemplated connecting North Railroad and South Railroad Streets directly to County Road 23 (see red line on top right map). This would create another arterial through Town and connect the County Road with the State Highway. To do this, the Town would have to acquire the Warlick Property or hope that when it became time to develop, the property owner would be interested in creating the road or the Town could ask for it as part of a PUD.

In addition, the Town wanted to realign North Railroad with South Railroad Street as part of the RAMP project. The alignment was to be something like the red line in the image to the right. This was not able to happen due to the original dedication language of the park that CDOT uncovered during the RAMP project.

As such, the RAMP project was completed with North Railroad and South Railroad Streets still out of alignment and the Cohousing group’s development plan does not include a new road connecting South Railroad to County Road 23. The intersections of Sherman with South and North Railroad remains as a troublesome intersection – those traveling westbound wanting to turn south and those traveling eastbound wanting to turn north need to use the same area of the center turn lane and could easily collide head on. CDOT has





mentioned that South Railroad may become a restricted intersection (right turn in and out only) as traffic increases or if there are any accidents.

Council held a workshop on June 19, 2018 to discuss the options for realignment with the Cohousing group. The Town Engineer was hired by the Town to present the options available for realignment based on the cohousing group's draft plans at that time. Four options were presented and discussed. Council was concerned that all realignment scenarios presented didn't really achieve the initial goals for realigning the streets. Also, the price proposed by the development team was much more than Council thought was possible for the Town to pay. The Cohousing group did not like the options that used more of the land to the south as they needed it for their development project but they planned to divide some portion of the property along Sherman Street to be sold separately anyway.

As a result, the consensus of the workshop was for the cohousing group to carry on with their development plan making the north side of their development in line with the existing alley between Alpine Bank and the nursery. This would allow the Town some time to continue to consider the options as well as the development team to continue designing their project. Staff was directed to look into getting an appraisal of just the ROW area (roughly shown in red on the image to the right) and see what funding opportunities exist to offset the costs. An appraisal of this ROW was in the Town's 2019 strategic plan but was not completed and has been carried forward into the 2020 strategic plan.



ANALYSIS

When weighing the costs and benefits of adding a new South Railroad Street that lines up with North Railroad Street, there does not seem to be many benefits. Here is a summary of costs and benefits:

- The realignment does not seem to help with any of the original goals. For example, this would not really help with traffic flow given the tight curve/right angle of the new street, it would not create a new arterial by connecting with CR 23, it would not really improve the existing awkward intersection but rather add another street into the mix, and per CDOT it would restrict the existing South Railroad Street and Sherman intersection to be right in and out only.
- It is possible that CDOT will restrict the existing South Railroad Street and Sherman intersection to be right in and out only regardless of adding a new street. With this restriction, access via Lena Street seems sufficient. In addition, the new road connecting to the existing alley and then to Liddell Drive (to be built with the cohousing project) will offer another full access intersection nearby.



- The cohousing group is going to want a definitive answer on this soon as they have waited a while for the Town to decide. It is possible that by the time the Town found the money to purchase the ROW, the opportunity might have passed.
- This property is at a very prominent location in Town and if the Town were to acquire some of the parcel for a new road, it would leave a very small portion available for a commercial use. A vibrant commercial use on this property would likely be more beneficial to the Town than using part of it for another road.
- With budget concerns for the year due to COVID, the funds in the 2020 budget to do an appraisal this year may not be the best use of Town resources. In addition, the Town would need to find funds to purchase the ROW and also build the road. This would also be more road for the Town to maintain in perpetuity.
- Council mentioned that at some point an “oblong-about” might be the solution to this intersection. While this option would need a lot of discussion and coordination with CDOT, if it ever happens, the new S RR connection would likely be useless and just add more confusion to the “oblong-about.”

RECOMMENDATION

Considering all of the above, the opportunity to create a new South Railroad Street that lines up with North Railroad Street does not seem like something the Town should continue to pursue. Staff would like direction from Council on this matter.

AGENDA ITEM #19

STAFF REPORT

Subject: Fiscal Year 2020 Mid-Year Budget Update
Initiated By: Pam Kraft, MMC, Town Clerk/Treasurer
Date: June 30, 2020

BACKGROUND:

At the Council's April meeting staff and Council reviewed a list of major expenditures contained in the 2020 Fiscal Year Budget. Due to the uncertainty of COVID-19 Council asked that a number of the expenditures be frozen. Staff was also directed to use discretion when purchasing items and services, and determine if items were essential and necessary. It was further agreed staff would present an update at the July meeting. This report covers this request, and also presents a mid-year overview of the 2020 budget.

ANALYSIS:

The Town's finances are in good condition, and similar to where it was last year at the same time, including revenues.

Staff has taken an extremely conservative approach to expending funds allocated in the 2020 budget, and will continue to take the same approach through the rest of the calendar year.

Most of the capital projects which are contained in the budget are being conducted based on the receipt of grant funds, donations and carry over from the prior year. Staff feels it prudent that any necessary improvements from the Water Fund be allocated to keep the system operating safely and efficiently.

Some expenditures were already made for Love Your Valley Festival (LYVF) and the concert series. These include sampling glasses and other supplies for LYVF; deposits to two bands (both which have agreed to perform in 2021); deposit for lighting (will be applied to 2021) and the promoter fees. Some donations from sponsors were received before cancellation of the concert series, a few sponsor have chosen to receive a refund, and others requested to apply the donation to 2021.

ATTACHED REPORTS:

Attached are financial reports from January 1st through June 30th which include:

1. Sales tax comparison between 2019 and 2020

Sales Tax receipts for January through May are up by 7% over the previous year.

Sales tax on food for home consumption is tracked separately because it was approved by the voters and designated to be expended on parks and outdoor spaces. These receipts are up 32% from the prior year for the first five months.

Historically the Town's highest sales tax months are June through September.

Sales tax receipts are remitted one month after they are collected (and not due for 30 days after remittance date), so the amount contained in the Budget vrs Actual Report, contains sales tax receipts for December 2019, which were received in January of fiscal year 2020.

2. Monies held in Reserve and Operating Accounts as of June 30, 2020

The Town hold's funds with four different financial institutions. The listing contains numerous accounts with the same names, this is due to where they are held.

There are two categories shown, reserves, with are long term holdings, and operating accounts which are short term accounts.

Account titles types (and titles) include Reserves, which are held long term, Holding which are similar to savings accounts and maybe used for transferring funds to the operating account (or checking account).

3. Budget vrs Actual

There are two Budget vrs Actual reports, one for the General Fund (entitled Admin) and the other combining the Water and Sewer Funds.

The first part of the report contains revenues, and then expenditures are shown.

The report contains four columns:

the first displays the amount received, or expended to date
the second, the amount that was placed in the fiscal year budget
third, the dollar amount over or under budget
fourth, the actual percentage of the budgeted amount, either received or spent.

Within the Admin Budget vrs Actual report, a few of the revenue line items are only for the first five months, and are identified in red.

The worksheet for the Water and Sewer funds contain revenues for Service Charges for five months, Jan. 1 through May 1 (due to water and sewer billing not being completed at the time of running the reports). Water Service Charges are similar to where they were on the same date in 2019, and Sewer Service Charges are \$25,000 less than the same time frame.

The line item displaying the total percentage of Water and Sewer Reserves reflects Tap Fees of \$100,000 which were estimated based on purchase by proposed developments; and grant funds (listed under Other - water and Other - sewer) which have not yet been received. Within the Water Fund, \$125,000 in grant funds was budgeted for the Lake O capital project which will not be conducted this year, this is off set by a budgeted expenditure of \$250,000.

**Sales Tax Comparison
2019-2020**

SalesTax	Sales Tax	Change	%	Food for Home Consumption	Food for Home Consumption	Change	%
Jan-19	Jan-20			Jan-19	Jan-20		
73,623.27	82,251.76	8,628.49	12%	3,933.58	4,026.72	93.14	2%
Feb-19	Feb-20			Feb-19	Feb-20		
68,243.70	73,230.26	4,986.56	7%	2,993.69	3,812.96	819.27	27%
Mar-19	Mar-20			Mar-19	Mar-20		
83,169.10	77,771.86	-5,397.24	-6%	5,074.41	5,757.03	682.62	13%
Apr-19	Apr-20			Apr-19	Apr-20		
78,319.99	79,951.14	1,631.15	2%	3,869.57	7,063.92	3194.35	83%
May-19	May-20			May-19	May-20		
67,919.80	80,138.67	12,218.87	18%	5,602.96	7,493.12	1,890.16	34%

Town of Ridgway
Reserve Accounts
as of
June 30, 2020

Water Fund Reserves	643,861.72	(*as of Dec 31, 2019)
Sewer Fund Reserves	898,628.08	(*as of Dec 31, 2019)
General Fund Reserves	189,098.53	
General Fund Holding Account	362,972.74	
General Fund Holding Account	246,933.59	
General Fund Holding Account	416,269.82	
Affordable Housing Reserves	40,906.86	

Town of Ridgway
Operating Accounts
as of
June 30, 2020

RAMP Property Tax Account	34,220.36
Payport Holding Account	48,442.02
Tax Remittance Holding Account	104,584.21
Holding Account	166,437.01
(Pavilion Project Holding Account	436,198.89)

*NOTE: The Town's funds are held by four different financial institutions, which is why account names may be similar.

Town of Ridgway

Admin Budget vs. Actual

January through June 2020

	Jan - Jun 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Taxes				
400GOO · Property Tax	203,788.46	303,307.00	-99,518.54	67.2%
4001GOO · Property Tax-Bond	15,034.22	22,830.00	-7,795.78	65.9%
401GOO · Penalties & Interest - Prop Tax	12.65	500.00	-487.35	2.5%
402GOO · Delinquent Property Tax	0.00	100.00	-100.00	0.0%
403GOO · Sales Tax	498,143.87	1,115,000.00	-616,856.13	44.7%
404GOO · Sales Tax - food home consmptn	34,364.68	74,500.00	-40,135.32	46.1%
405GOO · Sales Tax - capital imprvmnts				
4051GOO · Sales Tax-cap impr - food home	6,874.59	14,904.00	-8,029.41	46.1%
405GOO · Sales Tax - capital imprvmnts - Other	88,681.90	197,795.00	-109,113.10	44.8%
Total 405GOO · Sales Tax - capital imprvmnts	95,556.49	212,699.00	-117,142.51	44.9%
406GOO · Penatly&Interest-SalesTax&Misc	4,010.75	8,000.00	-3,989.25	50.1%
407GOO · Lodging Tax	19,310.74	80,000.00	-60,689.26	24.1%
408GOO · Specific Ownership Tax	17,184.82	28,000.00	-10,815.18	61.4%
409GOO · Utility Franchise Tax	26,486.90	42,000.00	-15,513.10	63.1%
410GOO · Excise Development Tax	0.00	40,000.00	-40,000.00	0.0%
Total Taxes	913,893.58	1,926,936.00	-1,013,042.42	47.4%
Intergovernmental				
411GOO · Highway Users Fees <i>5 months</i>	21,443.13	53,500.00	-32,056.87	40.1%
412GOO · Motor Vehicle Fees	2,947.27	6,000.00	-3,052.73	49.1%
413GOO · Cigarette Tax <i>5 months</i>	976.67	2,200.00	-1,223.33	44.4%
414GOO · Conservation Trust Fund (Ltry) <i>1 quarter</i>	2,563.56	12,000.00	-9,436.44	21.4%
415GOO · Grants - general	68,696.25	66,016.00	2,680.25	104.1%
416GOO · Road & Bridge Apportionment	0.00	26,382.00	-26,382.00	0.0%
417GOO · Mineral Lease & Severance Tax	0.00	10,000.00	-10,000.00	0.0%
Total Intergovernmental	96,626.88	176,098.00	-79,471.12	54.9%
Licenses, Permits & Fees				
420GOO · Building Permits	28,732.00	50,000.00	-21,268.00	57.5%
421GOO · Liquor Licenses	2,773.75	2,200.00	573.75	126.1%
422GOO · Sales Tax Licenses	3,695.00	20,000.00	-16,305.00	18.5%
423GOO · Planning Applications	1,725.00	5,000.00	-3,275.00	34.5%
424GOO · Excavation&Encroach Permits	1,290.00	2,000.00	-710.00	64.5%
425GOO · Refuse Collection Fees	66,636.48	156,000.00	-89,363.52	42.7%
427GOO · USPS Rental Fees	4,321.02	8,642.00	-4,320.98	50.0%
428GOO · Parks, Facility, R-o-W User Fees	600.00	2,500.00	-1,900.00	24.0%
429GOO · Permits-other (sign, spec event)	105.00	500.00	-395.00	21.0%
430GOO · Marijuana Facility License	6,000.00	13,500.00	-7,500.00	44.4%
431GOO · Short Term Rental Licenses	800.00	10,000.00	-9,200.00	8.0%
Total Licenses, Permits & Fees	116,678.25	270,342.00	-153,663.75	43.2%
Fines & Forfeitures				
435GOO · Court Fines <i>5 months</i>	3,997.00	10,000.00	-6,003.00	40.0%
Total Fines & Forfeitures	3,997.00	10,000.00	-6,003.00	40.0%
Reimbursable Fees				
440GOO · Consulting Services Reimb-gnrl	23,055.00	98,000.00	-74,945.00	23.5%
441GOO · Labor & Documents Reimbursement	89.00	1,600.00	-1,511.00	5.6%
442GOO · Bonds & Permits Reimbursement	11,106.00	10,000.00	1,106.00	111.1%
443GOO · Mosquito Control Reimbursement	0.00	8,000.00	-8,000.00	0.0%
444GOO · Administrative Reimbursement	2,294.15	3,500.00	-1,205.85	65.5%
Total Reimbursable Fees	36,544.15	121,100.00	-84,555.85	30.2%
Miscellaneous				
450GOO · Donations - parks	2,000.00	5,000.00	-3,000.00	40.0%
451GOO · Sales - other (copies, equip)	30.00	250.00	-220.00	12.0%
452GOO · Credits & Refunds - general	13,779.34	7,500.00	6,279.34	183.7%
453GOO · Other - general (T/Clk&Marshal)	2,656.00	4,000.00	-1,344.00	66.4%
454GOO · SpecEvents-(concerts, festvail)	4,914.56	38,000.00	-33,085.44	12.9%

Town of Ridgway

Admin Budget vs. Actual

January through June 2020

	Jan - Jun 20	Budget	\$ Over Budget	% of Budget
455GOO · Interest Income <i>5 months</i>	3,023.36	10,000.00	-6,976.64	30.2%
456GOO · Investment/Designated Reserves <i>5 months</i>	1,078.90	3,500.00	-2,421.10	30.8%
457GOO · Investment Cap Project Reserves <i>5 months</i>	173.20	200.00	-26.80	86.6%
459GOO · Donations & Grants- rcd	0.00	500.00	-500.00	0.0%
Total Miscellaneous	27,655.36	68,950.00	-41,294.64	40.1%
Total Income	1,195,395.22	2,573,426.00	-1,378,030.78	46.5%
Expense				
Admin Services - Personnel				
500GOO · Administrative Wages	215,035.62	464,586.00	-249,550.38	46.3%
501GOO · Employer Tax Expense	17,920.52	38,616.00	-20,695.48	46.4%
502GOO · Health Insurance	42,428.76	72,684.00	-30,255.24	58.4%
503GOO · Retirement Fund	5,186.98	17,864.00	-12,677.02	29.0%
504GOO · Workers Compensation Insurance	732.00	2,200.00	-1,468.00	33.3%
509GOO · Council Compensation	11,100.00	22,800.00	-11,700.00	48.7%
510GOO · Planning Comm Compensation	8,700.00	17,400.00	-8,700.00	50.0%
Total Admin Services - Personnel	301,103.88	636,150.00	-335,046.12	47.3%
Admin Services - Prof Services				
511GOO · Town Attorney	19,041.50	60,000.00	-40,958.50	31.7%
512GOO · Auditing Services	0.00	6,150.00	-6,150.00	0.0%
513GOO · Planning Consulting	17,701.25	44,000.00	-26,298.75	40.2%
514GOO · Consulting Services	1,608.69	5,000.00	-3,391.31	32.2%
515GOO · County Treasurer Fees	4,076.03	7,500.00	-3,423.97	54.3%
516GOO · Refuse Collection Franchise	79,845.36	156,000.00	-76,154.64	51.2%
519GOO · Contractual Services	16,125.00	80,000.00	-63,875.00	20.2%
538GOO · Muni-Revs Services	6,142.50	12,285.00	-6,142.50	50.0%
539GOO · Human Resources Consulting	0.00	2,800.00	-2,800.00	0.0%
556GOO · IT Services	3,543.34	4,136.00	-592.66	85.7%
Total Admin Services - Prof Services	148,083.67	377,871.00	-229,787.33	39.2%
Admin Services - Admin Expense				
520GOO · Insurance (Property/Casualty)	693.29	7,315.00	-6,621.71	9.5%
521GOO · Confer, Workshops, Training	448.00	7,500.00	-7,052.00	6.0%
522GOO · Dues & Memberships	1,820.00	4,000.00	-2,180.00	45.5%
523GOO · Council/PC - Conferences/Travel	282.50	4,000.00	-3,717.50	7.1%
524GOO · Reimbursable Bonds & Permits	1,406.00	28,000.00	-26,594.00	5.0%
525GOO · Unemployment Tax (all)	855.91	3,450.00	-2,594.09	24.8%
526GOO · Life Insurance (all)	327.60	650.00	-322.40	50.4%
527GOO · Personnel - Recruitment/Testing	1,370.50	1,500.00	-129.50	91.4%
528GOO · Other - admin	50.00	1,000.00	-950.00	5.0%
536GOO · Wellness Program	3,805.59	16,566.00	-12,760.41	23.0%
Total Admin Services - Admin Expense	11,059.39	73,981.00	-62,921.61	14.9%
Admin-Community&EconomicDevelop				
529GOO · Tourism Promotion	12,459.01	56,000.00	-43,540.99	22.2%
531GOO · Community Outreach	60.00	3,000.00	-2,940.00	2.0%
532GOO · Creative District	104.25	35,150.00	-35,045.75	0.3%
533GOO · Economic Development	5,963.56	2,000.00	3,963.56	298.2%
Total Admin-Community&EconomicDevelop	18,586.82	96,150.00	-77,563.18	19.3%
Admin Services - Office Expense				
530GOO · Computer	951.53	4,590.00	-3,638.47	20.7%
537GOO · Bank & Misc Fees&Charges	1,004.18	2,500.00	-1,495.82	40.2%
540GOO · Printing & Publishing	275.79	1,500.00	-1,224.21	18.4%
541GOO · Office Supplies	855.96	5,000.00	-4,144.04	17.1%
542GOO · Utilities	707.65	1,600.00	-892.35	44.2%
543GOO · Telephone	896.08	3,000.00	-2,103.92	29.9%
544GOO · Elections	547.87	2,500.00	-1,952.13	21.9%
545GOO · Janitorial Services	0.00	6,800.00	-6,800.00	0.0%
546GOO · Council/PC - Materials/Equipmnt	504.20	1,000.00	-495.80	50.4%

Town of Ridgway

Admin Budget vs. Actual

January through June 2020

	Jan - Jun 20	Budget	\$ Over Budget	% of Budget
547GOO · Records Management	923.82	500.00	423.82	184.8%
548GOO · Office Equipment - Leases	1,199.50	3,250.00	-2,050.50	36.9%
549GOO · Office Equipment - Maint&Repair	0.00	700.00	-700.00	0.0%
550GOO · Filing Fees/Recording Costs	89.00	850.00	-761.00	10.5%
551GOO · Postage - general	507.60	1,000.00	-492.40	50.8%
552GOO · GIS Mapping - admin	759.69	2,000.00	-1,240.31	38.0%
553GOO · Meetings & Community Events	529.56	10,000.00	-9,470.44	5.3%
554GOO · Website Maintenance	0.00	0.00	0.00	0.0%
Total Admin Services - Office Expense	9,752.43	46,790.00	-37,037.57	20.8%
Admin Services-Vehicle Expense				
560GOO · Gas & Oil	77.64	300.00	-222.36	25.9%
561GOO · Vehicle Maintenance & Repair	40.15	500.00	-459.85	8.0%
Total Admin Services-Vehicle Expense	117.79	800.00	-682.21	14.7%
Admin Services - Capital Outlay				
571GOO · Office Equipment Purchase	6,698.65	8,500.00	-1,801.35	78.8%
Total Admin Services - Capital Outlay	6,698.65	8,500.00	-1,801.35	78.8%
DEBT SERVICE				
591GOO · BB&T Financing	15,527.25	116,055.00	-100,527.75	13.4%
Total DEBT SERVICE	15,527.25	116,055.00	-100,527.75	13.4%
Admin Services-T/C Initiatives				
5010GO1 · Uncompahgre Volunteer Legal Aid	0.00	3,000.00	-3,000.00	0.0%
5015GO1 · Ouray County Partners Program	0.00	1,000.00	-1,000.00	0.0%
5020GO1 · Black Canyon Land Trust	0.00	0.00	0.00	0.0%
5025GO1 · Voyager Program	0.00	7,000.00	-7,000.00	0.0%
5030GO1 · Juvenile Diversion	8,000.00	8,450.00	-450.00	94.7%
5040GO1 · Other Contributions	1,870.72	5,000.00	-3,129.28	37.4%
5050GO1 · KVNF Public Radio	0.00	1,000.00	-1,000.00	0.0%
5055GO1 · Center for Mental Health	0.00	500.00	-500.00	0.0%
5060GO1 · Second Chance Humane Society	0.00	6,500.00	-6,500.00	0.0%
5065GO1 · Neighbor to Neighbor Program	0.00	0.00	0.00	0.0%
5070GO1 · Affordable Housing Incentives	0.00	0.00	0.00	0.0%
5075GO1 · Region 10	21,107.68	86,327.00	-65,219.32	24.5%
5085GO1 · Eco Action Partners	5,000.00	5,000.00	0.00	100.0%
5095GO1 · Student Scholarship	1,000.00	1,000.00	0.00	100.0%
5100GO1 · Public Art Ridgway Colorado	3,000.00	3,000.00	0.00	100.0%
5105GO1 · CO Mountain Bike Association	0.00	1,000.00	-1,000.00	0.0%
5110GO1 · Uncompahgre Watershed Partnership	0.00	3,000.00	-3,000.00	0.0%
5115GO1 · George Gardner Scholarship Fund	1,000.00	1,000.00	0.00	100.0%
5120GO1 · Ouray Co Soccer Association	0.00	0.00	0.00	0.0%
5130GO1 · ADA Small Busi Grant	0.00	0.00	0.00	0.0%
5135GO1 · Sherbino Theater	0.00	3,750.00	-3,750.00	0.0%
5136GO1 · Ouray County Food Pantry	0.00	0.00	0.00	0.0%
Total Admin Services-T/C Initiatives	40,978.40	136,527.00	-95,548.60	30.0%
Streets - Personnel				
600GO2 · Streets Wages	49,788.49	100,825.00	-51,036.51	49.4%
601GO2 · Employer Tax Expense	3,808.85	7,713.00	-3,904.15	49.4%
602GO2 · Health Insurance	13,148.30	22,244.00	-9,095.70	59.1%
603GO2 · Retirement Fund	1,991.47	4,033.00	-2,041.53	49.4%
604GO2 · Workers Compensation Insurance	0.00	3,850.00	-3,850.00	0.0%
605GO2 · Streets - Seasonal Wages	0.00	0.00	0.00	0.0%
Total Streets - Personnel	68,737.11	138,665.00	-69,927.89	49.6%
Streets - Admin Expense				
613GO2 · Office - Miscellaneous	66.67	750.00	-683.33	8.9%
614GO2 · Consulting/Contractual Services	40,669.04	88,000.00	-47,330.96	46.2%
615GO2 · IT Services	958.48	1,900.00	-941.52	50.4%
621GO2 · Workshops & Training	0.00	1,500.00	-1,500.00	0.0%

Town of Ridgway

Admin Budget vs. Actual

January through June 2020

	Jan - Jun 20	Budget	\$ Over Budget	% of Budget
628GO2 · Other - streets	50.00	500.00	-450.00	10.0%
Total Streets - Admin Expense	41,744.19	92,650.00	-50,905.81	45.1%
Streets - Operating Expense				
631GO2 · Maintenance & Repairs	94.34	6,000.00	-5,905.66	1.6%
632GO2 · Supplies & Materials	571.18	3,000.00	-2,428.82	19.0%
633GO2 · Tools	231.75	500.00	-268.25	46.4%
634GO2 · Safety Equipment	496.47	11,000.00	-10,503.53	4.5%
635GO2 · Gravel & Sand	1,431.09	30,000.00	-28,568.91	4.8%
636GO2 · Dust Prevention	30,000.00	40,000.00	-10,000.00	75.0%
637GO2 · Paving & Maintenance	0.00	51,000.00	-51,000.00	0.0%
638GO2 · Street Lighting	3,686.97	7,500.00	-3,813.03	49.2%
639GO2 · Street Signs	100.00	4,500.00	-4,400.00	2.2%
662GO2 · SnowRemoval Equip&Services	8,740.60	12,100.00	-3,359.40	72.2%
663GO2 · Storm Drainage	0.00	50,800.00	-50,800.00	0.0%
667GO2 · Street Sweeping	3,140.00	10,000.00	-6,860.00	31.4%
682GO2 · Tree Trimming - Streets&RofWays	-1,500.00	6,000.00	-7,500.00	-25.0%
Total Streets - Operating Expense	46,992.40	232,400.00	-185,407.60	20.2%
Streets - Office Expense				
630GO2 · Computer	531.00	4,990.00	-4,459.00	10.6%
642GO2 · Utilities	1,905.02	3,000.00	-1,094.98	63.5%
643GO2 · Telephone	653.61	1,500.00	-846.39	43.6%
Total Streets - Office Expense	3,089.63	9,490.00	-6,400.37	32.6%
Streets - Vehicle Expense				
660GO2 · Gas & Oil	2,202.44	5,500.00	-3,297.56	40.0%
661GO2 · Vehicle & Equip Maint & Repair	1,710.46	8,000.00	-6,289.54	21.4%
Total Streets - Vehicle Expense	3,912.90	13,500.00	-9,587.10	29.0%
Streets - Capital Outlay				
670GO2 · Vehicle Purchase	48,000.00	105,000.00	-57,000.00	45.7%
671GO2 · Office Equipment Purchase	0.00	500.00	-500.00	0.0%
672GO2 · Equipment Purchase	0.00	0.00	0.00	0.0%
Total Streets - Capital Outlay	48,000.00	105,500.00	-57,500.00	45.5%
Parks - Personnel				
700POO · Parks Wages	16,137.61	32,348.00	-16,210.39	49.9%
701POO · Employer Tax Expense	1,731.63	6,912.00	-5,180.37	25.1%
702POO · Health Insurance	5,273.85	9,018.00	-3,744.15	58.5%
703POO · Retirement Fund	645.45	1,294.00	-648.55	49.9%
704POO · Workers Compensation Insurance	0.00	2,750.00	-2,750.00	0.0%
706POO · Parks - Seasonal Wages	6,498.75	58,000.00	-51,501.25	11.2%
Total Parks - Personnel	30,287.29	110,322.00	-80,034.71	27.5%
Parks - Admin Expense				
719POO · Contractual Services	0.00	19,000.00	-19,000.00	0.0%
720POO · Insurance (Property/Casualty)	7,293.06	7,314.00	-20.94	99.7%
721POO · Workshops & Training	0.00	1,500.00	-1,500.00	0.0%
728POO · Other - parks	9.09	500.00	-490.91	1.8%
Total Parks - Admin Expense	7,302.15	28,314.00	-21,011.85	25.8%
Parks - Operating Expense				
731POO · Maintenance & Repairs	487.65	22,500.00	-22,012.35	2.2%
732POO · Supplies & Materials	6,358.07	24,000.00	-17,641.93	26.5%
733POO · Tools	0.00	2,500.00	-2,500.00	0.0%
734POO · Safety Equipment	0.00	500.00	-500.00	0.0%
741POO · Telephone	106.54	250.00	-143.46	42.6%
742POO · Utilities	2,366.83	7,000.00	-4,633.17	33.8%
765POO · River Corridor Maintenance	3,615.00	5,000.00	-1,385.00	72.3%
767POO · Urban Forest Management	0.00	20,000.00	-20,000.00	0.0%
768POO · Mosquito Control	8,171.99	12,000.00	-3,828.01	68.1%

Town of Ridgway
Admin Budget vs. Actual
January through June 2020

	Jan - Jun 20	Budget	\$ Over Budget	% of Budget
769POO · Weed Control	0.00	500.00	-500.00	0.0%
779POO · Janitorial Service - parks	0.00	3,000.00	-3,000.00	0.0%
781POO · Events & Festivals	16,722.58	66,000.00	-49,277.42	25.3%
Total Parks - Operating Expense	37,828.66	163,250.00	-125,421.34	23.2%
Parks - Community Center				
731PO1 · Maint & Repairs - comm cntr	949.77	40,000.00	-39,050.23	2.4%
732PO1 · Supplies - community center	2,105.55	3,000.00	-894.45	70.2%
742PO1 · Utilities - community center	707.64	1,500.00	-792.36	47.2%
779PO1 · Janitorial Services - comm cntr	0.00	6,800.00	-6,800.00	0.0%
Total Parks - Community Center	3,762.96	51,300.00	-47,537.04	7.3%
Parks - Vehicle Expense				
760POO · Gas & Oil	879.28	2,500.00	-1,620.72	35.2%
761POO · Vehicle & Equip Maint & Repair	1,441.12	3,500.00	-2,058.88	41.2%
Total Parks - Vehicle Expense	2,320.40	6,000.00	-3,679.60	38.7%
Parks - Capital Outlay				
772POO · Equipment Purchase	17,011.00	20,000.00	-2,989.00	85.1%
775POO · Park Improvements	575.00	12,000.00	-11,425.00	4.8%
Total Parks - Capital Outlay	17,586.00	32,000.00	-14,414.00	55.0%
Law Enforc - Personnel				
800GO3 · Law Enforcement Wages	84,203.73	168,480.00	-84,276.27	50.0%
801GO3 · Employer Tax Expense	9,218.60	21,280.00	-12,061.40	43.3%
802GO3 · Health Insurance	19,212.41	36,072.00	-16,859.59	53.3%
803GO3 · Retirement Fund	3,368.17	8,780.00	-5,411.83	38.4%
804GO3 · Workers Compensation Insurance	6,472.00	7,400.00	-928.00	87.5%
805GO3 · Housing Stipend	9,000.00	18,000.00	-9,000.00	50.0%
807GO3 · Municipal Judge	828.00	1,656.00	-828.00	50.0%
808GO3 · Municipal Court Clerk	2,070.00	4,140.00	-2,070.00	50.0%
809GO3 · Law Enforcement - PartTimeWages	33,402.50	85,900.00	-52,497.50	38.9%
Total Law Enforc - Personnel	167,775.41	351,708.00	-183,932.59	47.7%
Law Enforc - Office Expense				
819GO3 · Contractual Services	3,274.12	32,000.00	-28,725.88	10.2%
820GO3 · IT Services	928.52	2,937.00	-2,008.48	31.6%
822GO3 · Dues & Memberships	240.00	500.00	-260.00	48.0%
830GO3 · Computer	1,673.16	860.00	813.16	194.6%
841GO3 · Office Supplies	126.99	1,500.00	-1,373.01	8.5%
842GO3 · Utilities	707.63	1,600.00	-892.37	44.2%
843GO3 · Telephone	2,170.80	4,500.00	-2,329.20	48.2%
849GO3 · Office Equip - Maint&Repair	0.00	100.00	-100.00	0.0%
Total Law Enforc - Office Expense	9,121.22	43,997.00	-34,875.78	20.7%
Law Enforc - Operating Expenses				
821GO3 · Workshops & Training	54.69	6,000.00	-5,945.31	0.9%
828GO3 · Other - law enforcement	72.90	1,000.00	-927.10	7.3%
832GO3 · Equipment & Supplies	8,111.00	15,000.00	-6,889.00	54.1%
834GO3 · Program Participation	0.00	6,000.00	-6,000.00	0.0%
835GO3 · Community Outreach Programs	0.00	500.00	-500.00	0.0%
883GO3 · Uniforms	392.80	3,000.00	-2,607.20	13.1%
884GO3 · Traffic & Investigations	332.40	2,000.00	-1,667.60	16.6%
885GO3 · Dispatch Services	20,007.20	40,015.00	-20,007.80	50.0%
886GO3 · Testing & Examinations	0.00	400.00	-400.00	0.0%
Total Law Enforc - Operating Expenses	28,970.99	73,915.00	-44,944.01	39.2%
Law Enforc - Vehicle Expense				
860GO3 · Gas & Oil	3,944.46	7,500.00	-3,555.54	52.6%
861GO3 · Vehicle Maintenance & Repair	396.69	8,000.00	-7,603.31	5.0%
862GO3 · Radio & Radar Repair	8,936.00	12,000.00	-3,064.00	74.5%

3:12 PM

07/01/20

Accrual Basis

Town of Ridgway
Admin Budget vs. Actual
 January through June 2020

	Jan - Jun 20	Budget	\$ Over Budget	% of Budget
Total Law Enforc - Vehicle Expense	13,277.15	27,500.00	-14,222.85	48.3%
Law Enforc - Capital Outlay				
870GO3 - Vehicle Purchase	0.00	45,000.00	-45,000.00	0.0%
871GO3 - Office Equipment Purchase	0.00	1,500.00	-1,500.00	0.0%
Total Law Enforc - Capital Outlay	0.00	46,500.00	-46,500.00	0.0%
Total Expense	1,082,616.74	3,019,835.00	-1,937,218.26	35.9%

Town of Ridgway

Wtr & Swr Funds Budget vs. Actual

January through June 2020

	Jan - Jun 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Water - Revenues				
456WOO · Investment/Designated Reserves	3,388.10	8,000.00	-4,611.90	42.4%
460WOO · Water Service Charges 5 MONTHS	251,341.16	672,000.00	-420,658.84	37.4%
461WOO · Penalty Fees on Water Charges	810.00	3,000.00	-2,190.00	27.0%
462WOO · Transfer Fees - water	160.00	550.00	-390.00	29.1%
463WOO · Tap Fees - water	9,225.00	100,000.00	-90,775.00	9.2%
464WOO · Material/Labor Reimb - water	2,480.00	20,000.00	-17,520.00	12.4%
465WOO · Other - water	6.50	210,000.00	-209,993.50	0.0%
Total Water - Revenues	267,410.76	1,013,550.00	-746,139.24	26.4%
Sewer - Revenues				
456SOO · Investment/Designated Reserves	4,639.28	15,000.00	-10,360.72	30.9%
460SOO · Sewer Service Charges 5 MONTHS	128,374.70	315,000.00	-186,625.30	40.8%
461SOO · Penalty Fees on Sewer Charges	810.00	3,000.00	-2,190.00	27.0%
462SOO · Transfer Fees - sewer	120.00	500.00	-380.00	24.0%
463SOO · Tap Fees - sewer	8,225.00	100,000.00	-91,775.00	8.2%
464SOO · Material/Labor Reimb - sewer	0.00	1,500.00	-1,500.00	0.0%
465SOO · Other - sewer	6.50	95,000.00	-94,993.50	0.0%
Total Sewer - Revenues	142,175.48	530,000.00	-387,824.52	26.8%
Expense				
Water - Personnel				
900WOO · Water Wages	57,518.70	115,777.00	-58,258.30	49.7%
901WOO · Employer Tax Expense	4,400.18	8,857.00	-4,456.82	49.7%
902WOO · Health Insurance	16,452.51	23,447.00	-6,994.49	70.2%
903WOO · Retirement Fund	2,300.77	4,631.00	-2,330.23	49.7%
904WOO · Workers Compensation Insurance	3,281.00	4,000.00	-719.00	82.0%
905WOO · Water-Seasonal Wages	0.00	0.00	0.00	0.0%
Total Water - Personnel	83,953.16	156,712.00	-72,758.84	53.6%
Water - Admin Expense				
911WOO · Legal Services	222.00	25,000.00	-24,778.00	0.9%
912WOO · Auditing Services	0.00	3,075.00	-3,075.00	0.0%
914WOO · Consulting & Engineering Servs	13,472.79	67,320.00	-53,847.21	20.0%
917WOO · IT Services	1,374.75	2,250.00	-875.25	61.1%
918WOO · Permits - water	0.00	1,650.00	-1,650.00	0.0%
919WOO · Wellness Program	1,179.06	1,866.00	-686.94	63.2%
920WOO · Insurance (Property/Casualty)	7,485.80	7,314.00	171.80	102.3%
921WOO · Workshops & Training	455.00	2,500.00	-2,045.00	18.2%
Total Water - Admin Expense	24,189.40	110,975.00	-86,785.60	21.8%
Water - Operating Expense				
928WOO · Other - water	0.00	250.00	-250.00	0.0%
931WOO · Maintenance & Repairs	15,527.33	311,500.00	-295,972.67	5.0%
932WOO · Supplies & Materials	7,846.77	297,500.00	-289,653.23	2.6%
933WOO · Tools	231.75	500.00	-268.25	46.4%
934WOO · Safety Equipment	297.98	1,800.00	-1,502.02	16.6%
987WOO · Weed Control	0.00	5,000.00	-5,000.00	0.0%
988WOO · Taps & Meters	1,755.58	20,000.00	-18,244.42	8.8%
989WOO · Plant Expenses - water	9,900.00	22,000.00	-12,100.00	45.0%
990WOO · Testing - water	3,433.73	4,500.00	-1,066.27	76.3%
Total Water - Operating Expense	38,993.14	663,050.00	-624,056.86	5.9%
Water - Office Expense				
913WOO · Office-Miscellaneous	116.67	2,500.00	-2,383.33	4.7%
915WOO · Dues & memberships	159.42	250.00	-90.58	63.8%
916WOO · Filing Fees / Recording Costs	13.00	150.00	-137.00	8.7%
930WOO · Computer	797.65	5,280.00	-4,482.35	15.1%

Town of Ridgway
Wtr & Swr Funds Budget vs. Actual
January through June 2020

	Jan - Jun 20	Budget	\$ Over Budget	% of Budget
941WOO · Office Supplies	266.31	1,500.00	-1,233.69	17.8%
942WOO · Utilities	9,309.09	12,500.00	-3,190.91	74.5%
943WOO · Telephone	1,430.31	2,500.00	-1,069.69	57.2%
947WOO · Records Management	0.00	100.00	-100.00	0.0%
948WOO · Office Equipment - Leases	174.36	350.00	-175.64	49.8%
949WOO · Office Equip - Maint & Repair	0.00	250.00	-250.00	0.0%
951WOO · Postage - water	837.37	2,000.00	-1,162.63	41.9%
952WOO · GIS Mapping - water	759.71	4,000.00	-3,240.29	19.0%
Total Water - Office Expense	13,863.89	31,380.00	-17,516.11	44.2%
Water - Vehicle Expense				
960WOO · Gas & Oil	1,153.75	4,500.00	-3,346.25	25.6%
961WOO · Vehicle & Equip Maint & Repair	629.01	6,000.00	-5,370.99	10.5%
Total Water - Vehicle Expense	1,782.76	10,500.00	-8,717.24	17.0%
Water - Capital Outlay				
971WOO · Office Equipment Purchase	2,627.91	1,000.00	1,627.91	262.8%
972WOO · Equipment Purchase	0.00	0.00	0.00	0.0%
Total Water - Capital Outlay	2,627.91	1,000.00	1,627.91	262.8%
Water - Debt Service				
992WOO · Debt Service - DOLA	0.00	9,795.00	-9,795.00	0.0%
993WOO · Debt Service - CWRPDA	11,250.00	22,500.00	-11,250.00	50.0%
994WOO · Debt Service - Montrose Bank	0.00	0.00	0.00	0.0%
997WOO · Debt Service - CWCB	7,567.97	7,568.00	-0.03	100.0%
998WOO · Debt Service-CWCB (2)	0.00	30,918.00	-30,918.00	0.0%
Total Water - Debt Service	18,817.97	70,781.00	-51,963.03	26.6%
Sewer - Personnel				
900SOO · Sewer Wages	46,728.69	93,772.00	-47,043.31	49.8%
901SOO · Employer Tax Expense	3,574.76	7,174.00	-3,599.24	49.8%
902SOO · Health Insurance	12,936.61	17,435.00	-4,498.39	74.2%
903SOO · Retirement Fund	1,869.16	3,751.00	-1,881.84	49.8%
904SOO · Worker's Compensation Insurance	100.00	2,750.00	-2,650.00	3.6%
905SOO · Sewer-Seasonal Wages	0.00	0.00	0.00	0.0%
Total Sewer - Personnel	65,209.22	124,882.00	-59,672.78	52.2%
Sewer - Admin Expense				
911SOO · Legal Services	0.00	1,000.00	-1,000.00	0.0%
912SOO · Auditing Services	0.00	3,075.00	-3,075.00	0.0%
914SOO · Consulting & Engineering Servs	3,637.82	42,000.00	-38,362.18	8.7%
917SOO · IT Services	983.50	2,250.00	-1,266.50	43.7%
919SOO · Wellness Program	1,179.04	1,868.00	-688.96	63.1%
920SOO · Insurance (Property/Casulty)	7,985.78	7,315.00	670.78	109.2%
921SOO · Workshops & Training	255.00	1,500.00	-1,245.00	17.0%
Total Sewer - Admin Expense	14,041.14	59,008.00	-44,966.86	23.8%
Sewer - Operating Expense				
918SOO · Testing & Permits - sewer	1,733.50	4,400.00	-2,666.50	39.4%
928SOO · Other - sewer	0.00	250.00	-250.00	0.0%
931SOO · Maintenance & Repairs	8,012.28	276,500.00	-268,487.72	2.9%
932SOO · Supplies & Materials	1,227.83	15,000.00	-13,772.17	8.2%
933SOO · Tools	231.75	500.00	-268.25	46.4%
934SOO · Safety Equipment	200.00	1,800.00	-1,600.00	11.1%
987SOO · Weed Control	0.00	500.00	-500.00	0.0%
Total Sewer - Operating Expense	11,405.36	298,950.00	-287,544.64	3.8%
Sewer - Office Expenses				
913SOO · Office-Miscellaneous	91.66	2,500.00	-2,408.34	3.7%
915SOO · Dues & Memberships	159.40	300.00	-140.60	53.1%
916SOO · Filing Fees / Recording Costs	13.00	100.00	-87.00	13.0%
930SOO · Computer	797.65	5,280.00	-4,482.35	15.1%

Town of Ridgway
Wtr & Swr Funds Budget vs. Actual
January through June 2020

	Jan - Jun 20	Budget	\$ Over Budget	% of Budget
941SOO · Office Supplies	226.33	1,500.00	-1,273.67	15.1%
942SOO · Utilities	20,475.01	45,000.00	-24,524.99	45.5%
943SOO · Telephone	783.02	1,600.00	-816.98	48.9%
947SOO · Records Management	0.00	150.00	-150.00	0.0%
948SOO · Office Equipment - Leases	115.19	500.00	-384.81	23.0%
949SOO · Office Equip - Maint & Repair	0.00	250.00	-250.00	0.0%
951SOO · Postage - sewer	568.69	2,000.00	-1,431.31	28.4%
952SOO · GIS Mapping - sewer	759.68	4,000.00	-3,240.32	19.0%
Total Sewer - Office Expenses	23,989.63	63,180.00	-39,190.37	38.0%
Sewer - Vehicle Expense				
960SOO · Gas & Oil	2,451.24	4,000.00	-1,548.76	61.3%
961SOO · Vehicle & Equip Maint & Repair	1,335.47	6,000.00	-4,664.53	22.3%
Total Sewer - Vehicle Expense	3,786.71	10,000.00	-6,213.29	37.9%
Sewer - Capital Outlay				
971SOO · Office Equipment - Purchase	2,627.92	1,000.00	1,627.92	262.8%
972SOO · Equipment Purchase	0.00	0.00	0.00	0.0%
978SOO · Bio-Solids Removal	0.00	10,000.00	-10,000.00	0.0%
Total Sewer - Capital Outlay	2,627.92	11,000.00	-8,372.08	23.9%
Sewer - Debt Service				
996SOO · Debt Service - DOLA (2)	0.00	15,915.00	-15,915.00	0.0%
Total Sewer - Debt Service	0.00	15,915.00	-15,915.00	0.0%

AGENDA ITEM #20

**FINDING OF THE TOWN MANAGER OF THE TOWN OF RIDGWAY -
ENACTING A TOWN WIDE FIRE BAN**

WHEREAS, pursuant to Ordinance 2018-03, Town Council for the Town of Ridgway amended Chapter 12 of the Municipal Code to allow for the Town Manager to promulgate emergency restrictions on burning and fires within the Town of Ridgway, and

WHEREAS, Ouray County and the City of Ouray have taken action to impose Stage 1 fire restrictions, which prohibits burning and fire in a manner similar to that contemplated herein, and other surrounding counties and federal agencies such as the United States Forest Service and State of Colorado have also imposed similar and more restrictive restriction on public lands; and

WHEREAS, The Town Manager finds that the conditions are extreme and unpredictable, making individual actions by Council on decisions related to fire restrictions and the uses and operation of the Town property impractical; and

WHEREAS, pursuant to Section 12-2-1(c) of the Town Code, the Town Manager of the Town of Ridgway finds that it is a time of significant drought and the fire danger and fire risk are high.

NOW THEREFORE, Pursuant to the authority granted to the Ridgway Town Manager, the following activities are banned within the Town of Ridgway:

- All campfires, fires in open pits or outdoor chimineas;
- All fires and burning of any kind or the burning of any material of any kind on public or private property within the Town, including all outdoor charcoal or wood grills, but shall not prohibit the use of propane grills on private property where the propane grill has an “on/off” switch so that the fuel can be turned off;
- Fireworks or the use of explosives;
- Smoking, except in an enclosed vehicle or building;
- Disposal of any cigarette anywhere outdoors;
- Operating any chainsaw, except with a fire extinguisher and shovel kept within immediate reach;
- Welding or use of torch with open flame, unless inside an enclosed structure and as an allowable use in the zoning district.

These restrictions shall remain in effect until modified or revoked by further order of the Town Council.

EFFECTIVE THIS 2nd day of July, 2020



Preston Neill, Town Manager

AGENDA ITEM #21



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: July 1, 2020
Agenda Topic: Resolution No. 20-08 a Resolution of the Town Council of the Town of Ridgway, Colorado, Adopting the Updated Colorado Communities for Climate Action Policy Statement for 2020-2021

ACTION BEFORE COUNCIL:

Council is asked to review and approve Resolution No. 2020-08 adopting the Updated Colorado Communities for Climate Action Policy Statement for 2020-2021.

PROPOSED MOTION:

"I move to approve Resolution No. 20-08 a Resolution of the Town Council of the Town of Ridgway, Colorado, Adopting the Updated Colorado Communities for Climate Action Policy Statement for 2020-2021."

SUMMARY:

The Town of Ridgway is an active member of Colorado Communities for Climate Action (CC4CA), a coalition of 34 local governments that advocate for state and federal policies to protect Colorado's climate for current and future generations. The Town joined CC4CA last year. As a member, Town has had the opportunity to weigh-in on the development of the CC4CA Policy Statement, which is updated on an annual basis to adjust the policy positions of the organization. CC4CA's 2020-2021 Policy Statement update reflects unanimous agreement among the coalition members on steps that should be taken at the state and federal level, often in partnership with local governments, to enable Colorado and its communities to lead in protecting the climate. The proposed statements were developed through CC4CA committees, which solicited input from every member jurisdiction and then prepared updates to reflect that input.

CC4CA held its all-member annual retreat to review and finalize the Policy Statement on June 19, 2020. The retreat, and the many months of work by CC4CA's Policy Committee and Board of Directors (on which every member jurisdiction is represented) prior to the retreat, provided the opportunity for all members to share input on each of the policy positions and the statements were modified accordingly. CC4CA members did a significant amount of work to finalize the proposed statement based on the input of all member Councils and Boards and to gain the approval of all members present at the retreat. At this time, all members of CC4CA are asked to formally ratify the updated Policy Statement.

Most of the updates are non-substantive, and none of the substantive updates significantly alter any positions. The updates include:

1. The updated Policy Statement eliminates the "explanatory text" that has been part of the format in previous years. These were the paragraphs accompanying each specific policy position that provided additional details and examples. The result is a much more concise and manageable Policy Statement.
2. The most significant substantive changes compared to the 2019-2020 Policy Statement are all still only minor changes:



- Position #7, which supports a public process for evaluating retail energy choice options for local jurisdictions, now supports such a process for evaluating both retail and wholesale energy choice options for local jurisdictions.
 - "Resilience" is more clearly called out in the first General Policy Principle and in policy positions #5 (calling to remove barriers allowing local governments to implement resilience-oriented strategies) and #26 (encouraging post-disaster recovery efforts to improve resilience to future disasters).
 - Position #24 adds "reuse" to "recycling and composting."
 - There is a new position (#25), which encourages the adoption of climate-positive innovations drawing from the lessons learned during the pandemic.
3. All of the other proposed changes are for grammatical purposes, to improve clarity, or maintain clarity when removing the explanatory text.

ATTACHMENT:

Resolution No. 20-08

RESOLUTION NO. 20-08
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
RIDGWAY, COLORADO, ADOPTING THE UPDATED
COLORADO COMMUNITIES FOR CLIMATE ACTION
POLICY STATEMENT FOR 2020-2021

WHEREAS, the Town of Ridgway, Colorado (“Town”) is a home rule municipality and political subdivision of the State of Colorado (“State”) organized and existing under a home rule charter (“Charter”) pursuant to Article XX of the Constitution of the State; and

WHEREAS, the Ridgway Town Council recognizes that local policies and local action, while critical, will not alone be sufficient to meet our own climate, energy, and sustainability goals, nor will they alone be sufficient to reduce the severity of climate change and its impacts to our community; and

WHEREAS, the Town, along with thirty-four other municipalities and counties in Colorado, have joined Colorado Communities for Climate Action (“CC4CA”), a coalition of local governments across the state that advocates for state and federal policies which support clean air, clean water, reduction of fossil fuel consumption and other contributors associated with greenhouse gas emissions; and

WHEREAS, an integral part of this system is the adoption of updates to CC4CA's Policy Statement, which guides the coalition's work; and

WHEREAS, Town officials and staff will utilize the Updated CC4CA Policy Statement for 2020-2021 as a guiding policy when reviewing and analyzing bills which may have an impact on the Town’s interests; and

WHEREAS, the Town desires to have an effective voice in the development of statewide energy and greenhouse gas reduction policies.

NOW THEREFORE, BE IT RESOLVED that the Ridgway Town Council hereby adopts the Updated CC4CA Policy Statement for 2020-2021 attached as Exhibit A.

ADOPTED AND APPROVED this ____ day of June, 2020.

ATTEST:

John Clark, Mayor

Pam Kraft, Town Clerk



CC4CA 2020-2021 Policy Statement

**Adopted by the Board of Directors on June 19, 2020
For Ratification By Each CC4CA Member Jurisdiction**

Colorado Communities for Climate Action is a coalition of local governments advocating for stronger state and federal climate policy. CC4CA's policy priorities for 2020-2021 reflect unanimous agreement among the coalition members on steps that should be taken at the state and federal level, often in partnership with local governments, to enable Colorado and its communities to lead in protecting the climate.

CC4CA generally focuses on legislative, regulatory, and administrative action, supporting efforts that advance the general policy principles and the detailed policy positions described below, and opposing efforts that would weaken or undermine these principles and positions.

General Policy Principles

The following general principles guide the specific policies that Colorado Communities for Climate Action supports:

Collaboration between state and federal government agencies and Colorado's local governments to advance local climate protection and resilience.

State and federal programs to reduce carbon pollution, including adequate and ongoing funding of those programs.

Analyses, financial incentives, infrastructure, and enabling policies for the development and deployment of clean energy technologies.

Locally driven and designed programs to support communities impacted by the clean energy transformation.

Prioritizing policies that put people at the center of decision-making, minimizing disparities in growing the clean economy, especially for historically marginalized communities, and enhancing equitable outcomes for all.

Aspen · Avon · Basalt · Boulder · Boulder County · Breckenridge · Broomfield · Carbondale
Clear Creek County · Crested Butte · Dillon · Eagle County · Erie · Fort Collins · Fraser · Frisco · Gilpin County
Glenwood Springs · Golden · Lafayette · Longmont · Louisville · Lyons · Mountain Village · Nederland · Northglenn
Pitkin County · Ridgway · Salida · San Miguel County · Summit County · Telluride · Vail · Westminster

Policy Positions

Colorado Communities for Climate Action supports the following policy positions:

Statewide Climate Strategies

- 1. Reduce statewide carbon emissions consistent with or greater than the State of Colorado's 2019 codified goals.**
- 2. Secure accurate, frequent state greenhouse gas inventories and forecasts for Colorado which are made accessible to local governments and designed to be useful for stakeholders.**
- 3. Adopt a comprehensive market-based approach to reduce Colorado's greenhouse gas emissions that ensures the benefits accrue justly and equitably to impacted communities.**
- 4. Expand consideration of the environmental and health costs associated with the use of fossil fuels in making and implementing climate-related policy.**

Local Climate Strategies

- 5. Remove barriers and promote opportunities that allow counties and municipalities to maximize the deployment of local clean energy and climate-related strategies, including resilience-oriented strategies, while promoting affordable, accessible, and equitable delivery of reliable clean energy.**
- 6. Enable local governments to obtain the energy use and other data from utilities and state agencies that they need to effectively administer climate and clean energy programs.**
- 7. Support a comprehensive public process for evaluating retail and wholesale energy choice options for communities, informed by a broad variety of stakeholders.**
- 8. Support policies that promote the efficient use of energy in buildings.**
- 9. Provide for cost-effective and equitable policies, strategies, and practices that enable and accelerate beneficial electrification, reduce GHG emissions, improve quality of life, and make the electric grid more robust and resilient.**

EXHIBIT A

Energy Generation

- 10. Accelerate retirement of existing fossil fuel generation facilities and their replacement with cost-effective and reliable clean energy supplies, through means that protect both utilities and consumers.**
- 11. Expand the ability of electric cooperatives to independently purchase local renewable electricity and take other steps to reduce carbon pollution.**
- 12. Modernize energy infrastructure to enhance community-based resilience and integrate distributed energy resources.**

Energy Efficiency

- 13. Expand demand side savings from efficiency and conservation for all energy types.**
- 14. Support ongoing and sustainable funding for weatherization and renewable energy assistance to low-income households, including those from coal-dominated economies, so that all Coloradans have access to comfortable and affordable homes.**
- 15. Support ongoing and sustainable funding for programs that assist communities in transition from coal-dominated economies.**
- 16. Provide counties and statutory cities and towns with the same authority held by home rule cities to implement local energy conservation policies and programs.**

Transportation

- 17. Ensure effective implementation of Colorado's vehicle emissions standards and other regulatory and programmatic activities designed to reduce carbon emissions from vehicles.**
- 18. Implement the 2020 Colorado Electric Vehicle Plan and other efforts to increase electrification of all motor vehicles.**
- 19. Increase funding and policy incentives for multimodal transportation and multimodal-friendly development statewide.**

EXHIBIT A

20. Incentivize and select mobility alternatives, including movement of both people and goods, based on energy efficiency and environmental costs and benefits.

Fossil Fuel Extraction Activities

21. Expand monitoring and reduction of the full life cycle emissions from fossil fuel extractive industry activities.

Solid Waste Reduction

22. Grant CDPHE the authority to implement a plan for meeting Colorado's statewide and regional solid waste diversion goals.

23. Reduce the use of disposable/single-use products and promote the reuse of materials, including construction and demolition waste.

24. Foster infrastructure, policies, incentives, and programs for reuse, recycling, and composting.

General

25. Encourage the adoption of climate-positive innovations like telecommuting, drawing from the lessons learned during the coronavirus pandemic, to substantially reduce air and carbon pollution.

26. Promote proactive programs and efforts that improve the resilience and adaptability of Colorado communities in the face of natural disasters and other major challenges associated with climate change, including ensuring that disaster stabilization and recovery efforts result in reduced carbon pollution and improved resilience to future disasters.

27. Optimize the potential for carbon sequestration through regenerative agriculture, improved soil health, and forest management.

28. Incorporate equity, accessibility, and just transition considerations into climate policies and actions.

29. Encourage investments that achieve climate-positive solutions, including policies that encourage entities investing public dollars to consider partial or full divestment as part of their investment strategies.

30. Maintain protections and authorities currently provided under environmental laws like the National Environmental Policy Act, the Clean Air Act, and the Clean Water Act.

AGENDA ITEM #22



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: July 1, 2020
Agenda Topic: Resolution No. 20-09 A Resolution of the Town Council of the Town of Ridgway, Colorado, Establishing the Town of Ridgway Youth Advisory Council

ACTION BEFORE COUNCIL:

Council is asked to review and consider adopting Resolution No. 2020-09 establishing the Town of Ridgway Youth Advisory Council.

PROPOSED MOTION:

"I move to adopt Resolution No. 20-09 A Resolution of the Town Council of the Town of Ridgway, Colorado, Establishing the Town of Ridgway Youth Advisory Council."

SUMMARY:

In April 2019, Mayor Clark suggested that Council explore forming a Youth Advisory Council to encourage greater youth participation in the Town's government. Council agreed to pursue the idea. Last month, Council gave direction to staff on details like membership requirements, term of office, roles and responsibilities, and specific goals of the program. Resolution No. 20-09, which is attached for Council's review and consideration, has been prepared to follow through on direction from Council during the last regular meeting. More information on the purpose, duties and procedures of the Youth Advisory Council can be found in Exhibit A to Resolution No. 20-09.

FINANCIAL CONSIDERATIONS:

The Youth Advisory Council would be supported by Town staff and is anticipated to meet once a month. Staff support includes posting of vacancies, posting meeting notices, record keeping, preparing information for meetings and assisting with reporting recommendations to Council. The town manager is anticipated to regularly attend Youth Advisory Council meetings. Town staff support is collectively estimated at 8 to 16 hours per month.

IMPLEMENTATION:

If Resolution No. 20-09 is approved by Council, staff would plan to post a solicitation for interested students in late August with an application submittal deadline in late September. Interviews and appointments would be scheduled for Council's regular meeting in October. Youth Advisory Council openings and requests for application will be distributed at local schools, published in a variety of places, and advertised by word of mouth through Youth Advisory Council members and Town staff. Recruiting efforts will begin at the start of each school year.

ATTACHMENT:

Resolution No. 20-09

RESOLUTION NO. 20-09

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
RIDGWAY, COLORADO, ESTABLISHING THE TOWN OF
RIDGWAY YOUTH ADVISORY COUNCIL**

WHEREAS, the Town of Ridgway, Colorado (“Town”) is a home rule municipality and political subdivision of the State of Colorado (“State”) organized and existing under a home rule charter (“Charter”) pursuant to Article XX of the Constitution of the State; and

WHEREAS, many municipalities use youth advisory councils to inject fresh ideas and youth perspectives into local decision-making; and

WHEREAS, the Town Council recognizes youth to be a valuable resource when given the opportunity to provide public input and citizen participation in the determination of Town policies and procedures; and

WHEREAS, youth advisory councils can promote community service and foster a better understanding among young people of how municipal government works; and

WHEREAS, the Town Council recognizes that establishing a Youth Advisory Council to serve as an advisory body to the Town Council, will empower youth, will give them opportunities for input on projects, programs, and events, and will afford them opportunities to have influence and impact on issues and decisions they care about; and

WHEREAS, the Town Council desires to create a Youth Advisory Council; and

WHEREAS, Section 5-3 of the Ridgway Charter states that the Town Council may create any commissions and boards as it deems appropriate and specify their duties, terms and responsibilities; and

WHEREAS, the Town Council finds that the establishment of a Youth Advisory Council will promote the health, safety and general welfare of the Ridgway community.

NOW THEREFORE, the Ridgway Town Council hereby **RESOLVES** to establish the **Town of Ridgway Youth Advisory Council as set forth in Exhibit A: Town of Ridgway Youth Advisory Council Authority and Procedures**, attached hereto.

ADOPTED AND APPROVED this ____ day of July, 2020.

ATTEST:

John Clark, Mayor

Pam Kraft, Town Clerk

EXHIBIT A

TOWN OF RIDGWAY YOUTH ADVISORY COUNCIL AUTHORITY AND PROCEDURES

1. **Establishment and Goals.** There is hereby established the Town of Ridgway Youth Advisory Council (Youth Advisory Council). The goals of the Youth Advisory Council program are as follows:
 - a. To provide an opportunity for the youth of this community to acquire a greater knowledge of and appreciation for the American political system through active participation in that system.
 - b. To help the Ridgway Town Council solve the problems and accomplish the goals of this community by working directly with the representatives of the youth.
 - c. To serve the youth of this community by:
 - i. Informing the town government of the needs and wishes of the youth.
 - ii. Planning and implementing social, educational, cultural, athletic and recreational activities for the youth.
 - iii. Working with the Ridgway Town Council, Ridgway School District and other local organizations to provide new opportunities for Ridgway youth.
2. **Roles and Responsibilities.** The roles and responsibilities of the Youth Advisory Council are as follows:
 - a. Makes specific recommendations for youth programs and activities to town government.
 - b. Serves as a forum for the expansion of ideas, needs, concerns, and goals relating to community issues particularly as they may affect youth.
 - c. Makes recommendations to enhance the range and quality of opportunities for young people.
 - d. Enlists community-wide participation in assuming the responsibility for resolving youth concerns.
 - e. Initiates and encourages youth-driven community service projects.

- f. Performs other tasks as the Ridgway Town Council may direct.
- 3. **Membership and Term.** The Youth Advisory Council shall be composed of five high school youth. The Ridgway Town Council shall appoint members after candidates complete an application and interview with the Town Council. Members shall serve one-year terms and may reapply until they graduate from high school. Current members who meet expectations shall be given preference for reappointment year to year.
- 4. **Qualification of Members.** Youth Advisory Council members shall:
 - a. Reside in the Town of Ridgway or attend Ridgway Secondary School.
 - b. Be between the ages of 14 and 18 and be in high school entering the 10th, 11th, or 12th grade.
 - c. Be able to commit to one year of participation.
 - d. Maintain at least a 2.75 GPA throughout the school year or, if GPA is below 2.75, submit a letter of recommendation from a teacher, counselor or administrator to the Town.
- 5. **Quorum.** Three (3) members of the Youth Advisory Council shall constitute a quorum for the transaction of business, but in the absence of a quorum, a lesser number may adjourn any meeting to a later time or date.
- 6. **Removal from Office.** Any member of Youth Advisory Council may be removed for just cause at the pleasure of the Ridgway Town Council by a majority vote of the entire Council in office at the time the vote is taken. Just cause shall include misconduct, conduct unbecoming of a Town official, or more than two (2) unexcused absences within a twelve-month period. Prior to removal, the Ridgway Town Council shall conduct a hearing and shall provide written notice to the Youth Advisory Council member stating the grounds for removal at least three (3) days prior to the hearing.
- 7. **Officers.** The Youth Advisory Council shall select its own Mayor and Mayor Pro-Tem. The Mayor or, in the absence of the Mayor, the Mayor Pro-Tem, shall be the presiding officer of its meetings. In the absence of both the Mayor and the Mayor Pro-Tem from a meeting, the members present shall appoint a member to serve as Acting Mayor at the meeting.
- 8. **Staff.** The Town Manager, or his or her designee, shall serve as the staff of the Youth Advisory Council and shall provide for the service of a recording secretary who shall act in the capacity of secretary for the Youth Advisory Council.

9. **Meetings.** Youth Advisory Council members shall attend regular meetings held once a month at Ridgway Town Hall. Youth Advisory Council members may be required to attend other meetings during their terms, including Ridgway Town Council meetings or presentations to local groups or organizations.
10. **Appropriation Authority.** The Youth Advisory Council shall not have authority to appropriate or spend Town of Ridgway funds. The Youth Advisory Council may provide recommendations to the Town Manager and/or Ridgway Town Council with regard to any annual budget.
11. **Council Amendments.** The Ridgway Town Council reserves the right to amend, increase, reduce or change any or all of the powers, duties and procedures of the Youth Advisory Council.

AGENDA ITEM #23



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: July 1, 2020
Agenda Topic: Review and action on Order Extending the Declaration of a Local Disaster in and for the Town of Ridgway

ACTION BEFORE COUNCIL:

Due to the ongoing nature of the COVID-19 pandemic, Council is asked to consider approving the attached Order that would extend the Declaration of a Local Disaster to August 13, 2020.

PROPOSED MOTION:

"I move to approve the Order Extending the Declaration of a Local Disaster in and for the Town of Ridgway."

SUMMARY:

On March 17, 2020, the Town Manager issued an Order Declaring a Local Disaster in and for the Town of Ridgway. The Order was issued pursuant to the authority granted to the Town Manager and issued with the approval and support of the Mayor. Subsequently, the Town Council has extended the Declaration several times and it is now set to expire on July 9, 2020. With the Town of Ridgway and Ouray County continuing to navigate the immediate response to COVID-19, as well as the subsequent phases of reopening and economic recovery, staff is recommending that the Declaration be extended to August 13, 2020.

ATTACHMENT:

Order Extending the Declaration of a Local Disaster in and for the Town of Ridgway

TOWN OF RIDGWAY, COLORADO
ORDER EXTENDING THE DECLARATION OF A LOCAL DISASTER IN AND FOR
THE TOWN OF RIDGWAY

WHEREAS, the Colorado Disaster Emergency Act, C.R.S. § 24-33.5-701, et. seq. (the “Act”), provides procedures for statewide and local prevention of, preparation for, response to, and recovery from disasters; and

WHEREAS, pursuant to C.R.S. § 24-33.5-709, a local disaster emergency may be declared unilaterally by the principal executive officer of a political subdivision; for the Town of Ridgway, Colorado (the “Town”), the principal executive officer is the Town Manager; and

WHEREAS, the Town Manager issued an Order Declaring a Local Disaster (the “Order”) on March 17, 2020; and

WHEREAS, the Order was issued pursuant to the authority granted to the Town Manager, and issued with the approval and support of the Mayor for the Town; and

WHEREAS, on March 20, 2020, the Town Council extended the Declaration of a Local Disaster to May 14, 2020; and

WHEREAS, on May 13, 2020, the Town Council extended the Declaration of a Local Disaster to June 11, 2020; and

WHEREAS, on June 10, 2020, the Town Council extended the Declaration of a Local Disaster to July 9, 2020; and

WHEREAS, the Town Council wishes to extend the Declaration of a Local Disaster; and

WHEREAS, pursuant to the Act, an "emergency" is an unexpected event that places life or property in danger and requires an immediate response through the use of state and community resources and procedures, and an "emergency epidemic" is cases of an illness or condition, communicable or noncommunicable, caused by bioterrorism, pandemic influenza, or novel and highly fatal infectious agents or biological toxins; and

WHEREAS, pursuant to C.R.S. § 24-33.5-709, this Declaration activates the response and recovery aspects of any applicable disaster emergency plans and authorizes the furnishing of aid and assistance under such plans; and

WHEREAS, pursuant to C.R.S. § 24-33.5-709(1), the declaration of a local emergency shall not be continued beyond a period of seven (7) days or removed except by action of the governing board of the political subdivision for the Town, the Town Council; and

WHEREAS, pursuant to C.R.S. § 24-33.5-709(1), any order declaring, continuing, or terminating a local disaster "shall be given prompt and general publicity and shall be filed promptly

with the county clerk and recorder, the [Town] clerk ... and with the office of emergency management"; and

WHEREAS, because of the COVID-19 pandemic, which was recognized by the Governor of the State of Colorado on March 10, 2020, the Town is suffering and has suffered a disaster emergency as defined in the Act.

NOW, THEREFORE, IT IS HEREBY ORDERED on this 8th day of July, 2020, that the disaster emergency that was declared in and for the Town of Ridgway beginning on March 17, 2020, is extended to August 13, 2020, unless further extended or amended by action of the Town Council for the Town.

IT IS FURTHER ORDERED that this Declaration shall be given prompt and general publicity, filed immediately with the office of the Ouray County Emergency Manager and a copy filed with the Ouray County Clerk and Recorder, as well as to the Colorado Office of Emergency Management.

APPROVED BY THE TOWN COUNCIL ON THIS 8th DAY OF JULY 2020

John Clark, Mayor

ATTEST:

Pam Kraft, Town Clerk

AGENDA ITEM #24

**PROFESSIONAL SERVICE AGREEMENT BETWEEN
THE TOWN OF RIDGWAY, COLORADO,
AND BO JAMES NERLIN, P.C.**

THIS AGREEMENT (this “Agreement”), made as of the ____ day of July, 2020, is by and between the **TOWN OF RIDGWAY**, a municipal corporation acting by and through its authorized officers (the “Town”), and **BO JAMES NERLIN, P.C.**, a Colorado Professional Corporation (“Law Firm”).

WHEREAS, the Town and Law Firm intend that Law Firm, as hereinafter specified, shall serve as General Legal Counsel for the Town.

WHEREAS, Bo James Nerlin, shall serve as the primary attorney contact for the Town.

NOW THEREFORE, in consideration of the promises contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

SECTION I – TERMS

- A. Effective Date: August 1, 2020.
- B. Term: The term of this Agreement shall be from August 1, 2020 through December 31, 2020 unless either party provides a notice to terminate.
- C. Services and Compensation:
 - 1. Law Firm shall provide general legal services to the Town at a current hourly rate of \$185.00 per hour (the “Town Rate”). Law Firm’s regular hourly rate is \$260.00 per hour (the “Law Firm’s Rate”).
 - 2. Law Firm shall charge the Town Rate, with the exception of fees that are eligible to be charged back to a third party by the Town (“Charge-Back Fees”), out-of-pocket expenses, and fees in connection with litigation matters or extraordinary matters, which shall be billed at the Law Firm’s Rate. Law Firm and the Town shall reach an agreement prior to Law Firm billing the Law Firm’s Rate for a matter deemed extraordinary or litigation. For fees to be charged back to third parties, the Town shall initially pay Law Firm only the Town Rate. Charge-Back Fees shall be charged back to the third party, which shall be responsible for paying the entire amount of Charge-Back Fees. Notwithstanding that Charge-Back Fees may be paid by a third party, payment by any third party of the Charge-Back Fees shall not create an attorney-client relationship between Law Firm any third party paying such Charge-Back Fees. The Town shall not grant to any third party owing Charge-Back Fees to

Law Firm a permit, license or other Town discretionary permission until such third party has paid all Charge-Back Fee due and owing to Law Firm.

3. Law Firm shall attend one (1) regular meeting of the Town Council per month at no cost to the Town.

SECTION II– LAW FIRM’S RESPONSIBILITIES

- A. All work to be performed by Law Firm shall be authorized verbally or in writing by the appropriately authorized Town representative(s).
- B. Description of Law Firm’s legal services: (1) Provide drafting and/or review and approval of contracts, MOU’s, IGA’s, etc.; (2) Attend Council meetings; (3) Attend other Town meetings at the request of the Mayor or the Town Staff; (4) Participate in negotiations regarding Town affairs; (5) Provide overall legal oversight to department Directors, Town Staff, Mayor and Council; (6) Provide oversight on legal matters related to employment/HR; (7) Assist in negotiations with other entities - Ouray County, state and federal agencies, etc.; (8) Keep Council and Town Staff informed on various changes in the law affecting municipalities and provide legal planning to proactively minimize the Town’s exposure to various potential liabilities; (8) Such other matters as the Town Council and Town Staff may deem necessary and appropriate, from time to time.
- C. Law Firm shall inform the Town in writing of any additional firms it intends to hire to perform work in connection with this Agreement and shall keep the Town informed on any changes or additions to this information. The Town shall approve any additional firms prior to commencement of work by such firms as per this Agreement. Nothing contained herein shall create any contractual relationship between any additional firm(s) and the Town.
- D. Law Firm shall review each project and Law Firm’s records to ensure against any conflict of interest that might prevent Law Firm from fully and faithfully advising and representing the Town. If any potential conflict or differing interest exists or arises, now or in the future, Law Firm shall properly advise the Town Staff and/or Town Council.
- E. Law Firm shall identify, verbally or in writing, the attorney within its organization primarily responsible for implementing and overseeing each project and all other attorneys and paralegals/paraprofessionals who will do significant work on each project. Staffing may change from time to time; however, Law Firm shall promptly advise the Town Staff and specific Town departments of such changes.
- F. In performing this Agreement, the hours Law Firm and its staff are to work on any given day or project are entirely within Law Firm’s control. The Town shall rely

upon Law Firm to devote the time, skill and effort reasonably necessary to fulfill the purpose of this Agreement.

- G. Law Firm shall determine all pertinent filing dates or other deadlines for each project. Law Firm shall comply with all applicable filing dates or deadlines, or obtain sufficient extensions to protect the Town's interests.
- H. Full and regular communications are essential to this Agreement. Law Firm and its staff, the Town Staff and other representatives and Town Council shall actively address all developments that could significantly affect a project. Except in an emergency, Law Firm and its staff shall make no significant decision on direction, mechanics or strategy for a project without prior communication and discussion with the appropriate Town representative(s).
- I. Insurance Requirements: Before beginning, and while performing under this Agreement, Law Firm shall maintain, without cost to the Town, the following insurance:
 - 1. For all attorneys within its organization, professional liability insurance that complies with C.R.C.P. 265(a)(3).
 - 2. Law Firm shall not cancel, materially change or fail to renew insurance coverage. Law Firm shall notify the Town of any material reduction or exhaustion of aggregate limits.

SECTION III – THE TOWN’S RESPONSIBILITIES

- A. The Town shall provide full information, including detailed scope of work, as to its requirements for the services.
- B. The Town shall give prompt notice to Law Firm whenever the Town observes or otherwise becomes aware of any discrepancies in the services provided.
- C. Law Firm is not liable for delays in performance that are caused by the Town, the Town’s consultants or events that are outside the control of the parties and could not be avoided by the exercise of due care.

SECTION IV MUTUAL OBLIGATIONS OF THE TOWN AND LAW FIRM

- A. This Agreement does not guarantee to Law Firm any work, except as authorized in accordance with Section I above, or create an exclusive contract.

- B. The services and any and all interests contemplated under this Agreement shall not be assigned, sublet or transferred without the written consent of the Town.
- C. Law Firm and any and all of its personnel utilized by Law Firm under the terms of this Agreement shall remain the agents and employees of Law Firm and are not, nor shall they be construed to be, agents or employees of the Town.
- D. The Town recognizes that all technical data, evaluations, reports and other work products are instruments of Law Firm's services and not designed for use other than what is intended by or reasonably foreseeable to the parties to this Agreement. The Town shall make no other use of Law Firm's work product without the prior approval of Law Firm. Notwithstanding the foregoing, such data, evaluations, report and other work products, along with the files generated by Law Firm pursuant to this Agreement are to remain the Property of the Town.

SECTION V – BILLING AND PAYMENT

At the beginning of each month, for services rendered the prior month, Law Firm shall provide to the Town invoices, which reflect all of the fees and out-of-pocket expenses Law Firm has incurred on behalf of the Town for the previous calendar month. Prior to the end of each month, the Town shall remit payment for all invoices due and payable unless otherwise discussed with Law Firm or Law Firm's representatives, either verbally or through written correspondence.

SECTION VI - SPECIAL CONDITIONS

- A. Confidentiality: During and after the term of this Agreement, Law Firm shall not disclose to third parties any confidential information or data. Law Firm shall treat such information as the private and privileged records of the Town and Law Firm. Without Town's express consent, Law Firm shall not release such information to any third party by statement, deposition, as a witness or otherwise.
- B. Licenses: Law Firm shall maintain all licenses necessary to perform under this Agreement, including attorneys' licenses to practice law in the State of Colorado.
- C. Severability: To the extent the parties may perform and accomplish their obligations within the intent of this Agreement, its terms are severable. Should any term or provision be invalid or become inoperable for any reason, such invalidity or failure shall not affect the validity of any other terms or provisions. Waiver of any breach of a term shall not indicate a waiver of any other term or the same term upon later breach.

SECTION VII LAWS AND ORDINANCES

Law Firm, at all times, agrees to observe all applicable federal and state laws, Ordinances of the Town of Ridgway, and all rules and regulations issued pursuant thereto, that in any manner affect or govern the services contemplated under this Agreement.

SECTION VIII TERMINATION OF CONTRACT

- A. Termination of Agreement: Either party shall be entitled to terminate this Agreement upon giving the other party written notice of intent to terminate. Should Law Firm terminate the Agreement, Law Firm agrees to continue representation of the Town on all matters pending at the time of termination until satisfactory substitution of counsel by the Town.
- B. Effect of Termination: In the event of termination, all finished and unfinished work product(s) prepared by Law Firm pursuant to this Agreement shall become the sole property of the Town, provided Law Firm is compensated in accordance with this Agreement for all work performed in accordance with this Agreement up to the effective date of termination. Law Firm shall not be liable with respect to the Town's subsequent use of any incomplete work product, provided Law Firm has notified the Town in writing of the incomplete status of such work product.

SECTION IX CHANGE IN SCOPE OF SERVICES

The Town may from time to time require changes in the scope of the services of Law Firm to be performed herein. Compensation to Law Firm payable hereunder shall be adjusted to reflect any change in the scope of services.

SECTION X EQUAL OPPORTUNITY EMPLOYER

- A. Law Firm shall not discriminate against any employee or applicant for employment on the basis of race, color, national origin, ancestry, age, sex (gender), religion, creed or physical or mental disability. Law Firm may adhere to lawful equal opportunity guidelines in selecting employees, provided that no person is illegally discriminated against on any of the preceding bases. This provision shall govern, but shall not be limited to, recruitment, employment, promotion, demotion and transfer and advertising therefor; layoff or termination; rates of pay or other compensation; and selection for training, including apprenticeship. Law Firm shall post, in all places conspicuous to employees and applicants for employment, notices provided by the State of Colorado setting forth the provisions of this nondiscrimination clause.
- B. All solicitations and advertisements for employees placed by or on behalf of Law Firm shall state that Law Firm is an equal opportunity employer.

- C. Law Firm shall cause the foregoing provisions to be inserted in all subcontracts for any work contemplated by this Agreement or deemed necessary by Law Firm, so that such provisions are binding upon each sub-consultant.
- D. Law Firm shall keep such records and submit such reports concerning the racial and ethnic origin of employees and of applicants for employment as the United States, the State of Colorado, the Town of Ridgway or their respective agencies may require.
- E. Law Firm shall comply with such rules, regulations and guidelines as the United States, the State of Colorado, the Town of Ridgway or their respective agencies may issue to implement these requirements.

SECTION XI – ILLEGAL ALIENS

In compliance with C.R.S. § 8-17.5-102, Law Firm represents, warrants and agrees:

- A. That Law Firm shall not knowingly employ or contract with an illegal alien to perform work under this Agreement, shall provide the Town with duly executed **LAWFUL PRESENCES AFFIDAVITS** of its employees upon request, and shall not enter into a contract with a subcontractor that fails to certify to Law Firm that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement.
- B. That Law Firm has confirmed the employment eligibility of current employees and shall, within twenty (20) days after hiring any new employee to perform work under this Agreement, affirm that Law Firm has examined the legal work status of such employee, retained file copies of the documents required by 8 U.S.C. § 1324a, and not altered or falsified the identification documents for such employee. Law Firm shall provide a written, notarized copy of the affirmation to the Town upon request.
- C. If Law Firm obtains actual knowledge that a subcontractor performing work under this Agreement knowingly employs or contracts with an illegal alien, Law Firm shall: (i) notify the subcontractor and the Town within three (3) days that Law Firm has actual knowledge that a subcontractor is employing or contracting with an illegal alien; and (ii) terminate the subcontract with the subcontractor if within three (3) days of receiving the notice required pursuant to this Section XI, the subcontractor does not stop employing or contracting with the illegal alien; except that Law Firm shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information to establish that it has not knowingly employed or contracted with an illegal alien.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

ATTEST:

TOWN OF RIDGWAY, COLORADO

PAM KRAFT, Town Clerk

By: _____
JOHN I. CLARK, Mayor

Date: _____

BO JAMES NERLIN, P.C.

By: _____
Bo James Nerlin, President

Date: _____

AGENDA ITEM #27

Town of Ridgway 2020 Strategic Plan Progress Report

Community Value 1

Healthy Natural Environment

	Healthy Natural Environment: 2020 Strategy	Responsible Party
1	Coordinate with Ouray County and the City of Ouray and other Ouray County Water Rights holders on county-wide water supply and water rights evaluation; UPPER UNCOMPAHGRE RIVER BASIN WATER SUPPLY PROTECTION AND ENHANCEMENT PLAN COMPLETED BY WRIGHT WATER ENGINEERS, INC. TOWN STAFF AND COUNCIL WERE PROVIDED WITH THE OPPORTUNITY TO PROVIDE FEEDBACK ON THE REPORT BEFORE IT WAS FINALIZED.	Public Works / Eng
2	Advance goals of the Town's Source Water Protection Plan including working with Ouray County on setbacks to the Town's water supplies in the unincorporated areas of Ouray County; IN PROCESS. TOWN AND COUNTY REGULARLY COMMUNICATE ON ISSUES THAT PERTAIN TO SOURCE WATER PROTECTION PLAN.	Public Works/ Planner
3	Complete water system interconnection with Tri-County Water Conservancy District; IN PROGRESS AND WILL BE COMPLETED SOON. THE TAP HAS BEEN MADE AND WE ARE IN THE PROCESS OF ORDERING PARTS.	Public Works / Eng
4	Review Adequate Water Supply Rules in RMC 7-6 and update Town Code; NO PROGRESS HAS BEEN MADE.	Planner/ Public Works
5	Research and explore water conservation opportunities; Exercise and flush valves; ON GOING.	Public Works / Parks
6	Ensure the cost of water is understood and user fees are in line with costs; COST ANALYSIS PLANNED FOR THE LAST QUARTER OF 2020.	Public Works / Eng
7	Complete water supply analysis; PLACED ON HOLD DUE TO COVID-19 PANDEMIC.	Mgr/ PW / Eng
8	Acquire and install backup generator and backup compressor pump for water treatment plant; PLACED ON HOLD DUE TO COVID-19 PANDEMIC.	Public Works
9	Lake O/ Presed pond Improvements: employ strategic solutions to mitigate reservoir seepage; PLACED ON HOLD AND CONTINUALLY MONITORING.	Public Works / Eng
10	Stormwater improvements: Phase 1 and alley south of Hwy 62 between Lena and RR St.; PHASE 1 SHOULD COMMENCE IN THE NEXT MONTH OR SO. THE ALLEY BETWEEN LENA ST. AND RAILROAD ST. IS CONTINGENT UPON MOUNTAIN MARKET PAVING THEIR PARKING LOT.	Public Works
11	Make available educational materials on radon mitigation, water and energy conservation, including dissemination of information via the Town website and other electronic media; ON GOING.	Building
12	Participate with Sneffels Energy Board (SEB), including energy management & reporting in partnership with Ouray County and San Miguel Counties; implementation of the 2020 work plan; ON GOING.	Public Works
13	Coordinate with Ouray County on implementation of pest management and weed management plan, including the use of biological, chemical, mechanical control methods; ON GOING.	Public Works / Parks
14	Update Land Use Code to encourage water conservation and management in line with the Town's Water Conservation and Management efforts; IN	Planner / Public Works

Town of Ridgway 2020 Strategic Plan Progress Report

	PROGRESS. RESEARCH COMPLETED BUT STAFF HAS NOT YET FORMULATED ANYTHING TO TAKE BEFORE THE PLANNING COMMISSION AND TOWN COUNCIL.	
15	Develop policy for tree maintenance on rights-of-way; tree pruning training; Inventory trees; POLICY IN PROGRESS. FORMAL TREE PRUNING TRAINING NOT NEEDED BECAUSE DALTON CARVER HAS RETURNED AS A PART-TIME SEASONAL PARKS EMPLOYEE AND IS CONDUCTING THE TREE PRUNING WORK THIS SUMMER. THE TREE INVENTORY IS IN PROGRESS AND CLOSE TO COMPLETION.	Public Works / Parks
16	Perform state-mandated requirements for cross-connection outreach, reporting and tracking; ON GOING.	Public Works
17	Develop and roll-out Grease Trap Regulations; Explore opportunities for gray water use; GREASE TRAP REGULATIONS ARE IN THE PROCESS OF BEING DEVELOPED. STATE'S GRAYWATER CONTROL REGULATIONS BEING RESEARCHED.	Public Works
18	Address pre-sed pond seepage and valve grouting; remove sediment from pre-sed ponds; control aquatic nuisances in ponds; monitor sediment accumulation in backwash pond; VALVE GROUTING ISSUE RESOLVED. PRE-SEDIMENT POND SEEPAGE IS AN ON-GOING ISSUE.	Public Works / Eng
19	Purchase and install water meters at water tanks; test meters for accuracy; surge protection; REGULARLY DONE AND ON GOING.	Public Works
20	Design, Bid, Replace N Lena St water/ sewer main lines (Charles/Otto St); extend water main on Charlotte Street; Complete Cottonwood Park water line extension; split Green Street Park meter; LENA STREET UTILITY REPLACEMENT PROJECT SLATED TO START IN MID-JULY. CHARLOTTE STREET WATER MAIN SLATED TO BE EXTENDED SOON. COTTONWOOD PARK WATER LINE RECENTLY EXTENDED AND WILL BE CLOSELY MONITORED. GREEN STREET PARK METER IN THE PROCESS OF BEING SPLIT.	Public Works / Parks
21	Repair and maintain wastewater lines; replace pond 2 curtain; add 24-hour composite sampler; IN PROGRESS.	Public Works
22	Preliminary Needs Assessment for relocating treatment plant or improvements to lagoons; PLACED ON HOLD DUE TO COVID-19 PANDEMIC.	Engineering
23	Acquire dumpsters for green waste and composting efforts. NO PROGRESS HAS BEEN MADE.	Parks

Community Value 2

Sense of Community & Inclusivity

	Sense of Community and Inclusivity: 2020 Strategy	Responsible Party
1	Complete predevelopment work and secure funding for the Space to Create workforce housing and economic development project; MAJOR PROGRESS HAS BEEN MADE. STAFF IS CONTINUING TO ACHIEVE THE DELIVERABLES OF THE FINAL PREDEVELOPMENT PROCESS. LOW-INCOME HOUSING TAX CREDIT FUNDING SECURED FOR PROJECT.	Manager / Community Initiatives

Town of Ridgway 2020 Strategic Plan Progress Report

2	Complete Land Use Code update to remove barriers and provide incentives for the creation of affordable housing; COMPLETED.	Planner
3	Provide technical support to the Ouray County Housing Advisory Committee as needed, including additional discussions county-wide on the viability, future, purpose and roles THIS COMMITTEE HAS DISSOLVED AND HAS NOT YET BEEN FORMALLY REVISITED.	Planner
4	Work with developers through the Planned Unit Development process to secure deed restricted workforce housing; ON GOING. STAFF IS IN THE PROCESS OF NEGOTIATING FOUR DEED RESTRICTED UNITS WITH THE DEVELOPERS OF THE NEW TRIANGLE SUBDIVISION.	Planner
5	Organize and facilitate one regional law enforcement training opportunity; MARSHAL'S OFFICE ORGANIZED AND HELD A REGIONAL MENTAL HEALTH/FIRST AID TRAINING FOR FIRST RESPONDERS. MARSHAL'S OFFICE IS IN THE PROCESS OF ORGANIZING A REGIONAL USE OF FORCE TRAINING PER SB20-217.	Marshal
6	Complete training with the Ouray County Sheriff's Office and City of Ouray Police Department to improve skills and foster good relations across the jurisdictional departments; MARSHAL'S OFFICE HAS CONDUCTED FIREARMS, USE OF FORCE, AND DRIVING SKILLS TRAININGS IN CONJUNCTION WITH OURAY COUNTY SHERIFF'S OFFICE AND THE OURAY POLICE DEPARTMENT.	Marshal
7	Support, grow and promote victim advocacy, victim's rights and county-wide programs; ON GOING.	Marshal
8	Develop a community outreach, feedback, and education program, including outreach on leash laws and dog owner responsibilities, securing trash containers and being bear-aware, town-wide speed limits, snow removal, etc.; ON GOING. THERE ARE CONSISTENT MESSAGES THROUGH THE REGULAR POLICE BLOTTER REGARDING LEASH LAWS AND BEAR AWARE.	Marshal/Comm In/PW
9	Improve baseball field in the Athletic Park IN PROGRESS. SHOULD BE COMPLETED IN THE NEXT COUPLE OF MONTHS.	Public Works / Parks
10	Parks and Trails map update NO PROGRESS HAS BEEN MADE.	PW / Parks / Planner
11	Create strategy for housing development NO FORMAL STRATEGY HAS BEEN CREATED. COUNCIL PROVIDED A SUBSIDY FROM THE GENERAL FUND TO COVER NEARLY \$15,000 IN TAP AND WATER METER FEES FOR THE HABITAT FOR HUMANITY TRIPLEX PROJECT.	Manager / Planner
12	Participation in Ouray County Health Initiatives ON HOLD DUE TO COVID-19	Community Initiatives
13	Acquire trail easements connecting Rollans Park to the Uncompahgre RiverWay Trail NO PROGRESS HAS BEEN MADE. STAFF WILL CONTINUE CONVERSATIONS WITH PROPERTY OWNER.	Manager

Town of Ridgway 2020 Strategic Plan Progress Report

Community Value 3

Small Town Character & Identity

	Small Town Character and Identity: 2020 Strategy	Responsible Party
1	Expand community outreach and information sharing efforts; ON GOING	Community Initiatives
2	Heritage Park gateway Improvements; THE TOWN RECEIVED ONE BID IN RESPONSE TO THE RFB. DUE TO THE FACT THAT THE BID AMOUNT CAME IN SUBSTANTIALLY OVER THE BUDGETED FIGURE AND ALSO IN LIGHT OF THE COVID-19 PANDEMIC, COUNCIL ELECTED NOT TO MOVE FORWARD WITH THE PROJECT. HOWEVER, STAFF DID RECENTLY UPGRADE THE AREA USING THE \$5,000 2019 MAIN STREET MINI-GRANT. STAFF IS EXPLORING WAYS TO FURTHER UPGRADE THE AREA USING THE \$5,000 2020 MAIN STREET MINI GRANT.	Community Initiatives/ Public Works
3	Final design and construction of the Athletic Park Pavilion; CONSTRUCTION IS UNDERWAY AND THE PROJECT IS SLATED FOR COMPLETION IN NOVEMBER.	Planner/ Public Works
4	Construct entry vestibule at Marshal's Office and Town Hall main entry with ADA improvements; ON HOLD DUE TO COVID-19 PANDEMIC.	Manager / Building
5	Secure longer-term storage, vault organization, record management and retention and destruction for official records; building and planning records; NO PROGRESS MADE. WILL BE PURSUED IN 2021.	Clerk
6	Purchase zero-turn mower; COMPLETED.	Parks
7	Partner with GOCO on Youth Corps project; TOWN WAS NOT SELECTED AS RECIPIENT OF GOCO YOUTH CORPS GRANT.	Parks
8	Green Main Street Pilot Project; STAFF HAS BEEN IN CONTACT WITH DOLA ABOUT THIS BUT THE PROJECT HAS NOT YET COME TO FRUITION DUE TO THE COVID-19 PANDEMIC.	Community Initiatives
9	Lead Creative Advocacy Team in implementing priority Council initiatives and supporting the Ridgway Creative District and Main Street efforts. ON GOING.	Community Initiatives
10	Succession Planning for all Town Staff VARIOUS HANDBOOKS ON DAY-TO-DAY DUTIES AND RESPONSIBILITIES HAVE BEEN CREATED BUT MORE NEEDS TO BE DONE.	All Departments

Community Value 4

Vibrant & Balanced Economy

	Vibrant and Balanced Economy: 2020 Strategy	Responsible Party
1	Participate in Local and Regional Broadband Efforts, including completion of the Carrier Neutral Location, antennae and connecting local government and anchor institution buildings, and planning for future town-wide connectivity with Region 10 and Ouray County governments; IN PROGRESS.	Manager/ Public Works
2	Plan, manage and employ successful Summer Concert Series and Love Your Valley Fest; THESE EVENTS WERE CANCELLED DUE TO THE COVID-19 PANDEMIC. ALL	Clerk

Town of Ridgway 2020 Strategic Plan Progress Report

	PLANNING HAD BEEN COMPLETED PRIOR TO THE PANDEMIC AND WILL BE CARRIED OVER TO THE SUMMER OF 2021.	
3	Plan, manage and employ Creative District MoonWalk and MoonTalk Events, First Fridays and Film Festival; ON HOLD DUE TO THE COVID-19 PANDEMIC.	Community Initiatives
4	Partner with Regional Creative Districts and the Ridgway Area Chamber of Commerce to advance the Creative Corridors Initiative; MOVING FORWARD. PROMOTIONAL VIDEO SHOWCASING CREATIVE CORRIDORS IS BEING PRODUCED BY ZACH WOLFSON. ONLINE PROMOTIONS ARE CONTINUING.	Community Initiatives
5	Partner with Colorado Creative Industries to further develop and grow the Ridgway Creative District, including consideration of feedback and recommendations from the Creative District Committee, and training and educational opportunities for the Creative District Committee; STAFF HAS BEEN WORKING ON GROWING THE CREATIVE DISTRICT AND INVOLVING THE C.A.T. TRAINING AND EDUCATIONAL OPPORTUNITIES HAVE BEEN PUT ON HOLD DUE TO THE COVID-19 PANDEMIC.	Community Initiatives
6	Partner with the Department of Local Affairs on the Main Street Program and implement priority recommendations from the Main Street Downtown Assessment focused on economic restructuring, design, organization and promotions; ON GOING.	Community Initiatives
7	Identify and complete a priority Creative District project with Colorado Creative Industries matching grant; SINCE THE TOWN WAS NOT ABLE TO MOVE FORWARD WITH THE HERITAGE PARK IMPROVEMENTS PROJECT USING THE \$10,000 GRANT FROM CCI, THE TOWN SOUGHT AND RECEIVED APPROVAL FROM CCI TO UTILIZE THE GRANT MONEY TO ASSIST LOCAL BUSINESSES WITH COSTS ASSOCIATED WITH THE REOPENING PHASE IN RELATION TO THE COVID-19 PANDEMIC. THE TOWN OF RIDGWAY BUSINESS GRANT PROGRAM HAS BEEN VERY SUCCESSFUL.	Community Initiatives
8	Track and explore opportunities with online sales tax collection for Home Rule Communities; Streamline utility billing and payment systems; THE TOWN HAS ENTERED INTO AN AGREEMENT WITH THE STATE AND IS PARTICIPATING IN THE SALES AND USE TAX SOFTWARE SYSTEM.	Clerk
9	Oversee and manage downtown streetscape maintenance and landscaping; maintain and replace trees as needed; maintain planter boxes and landscaping around Town Hall and Hartwell Park. ON GOING.	Parks/ Public Works
10	Remove gravel from Uncompahgre River in Rollans Park and maintain improvements; WILL BE COMPLETED THIS WINTER WHEN THE WATER LEVEL IS LOWER.	Public Works
11	Repaint, stain, caulk, seal: Rollans Park restrooms, Harwell gazebo and restrooms, Athletic Park gazebo; install flashing on Hartwell Park stage, maintain and seal decking. SLATED FOR COMPLETION IN THE COMING MONTHS.	Parks

Town of Ridgway 2020 Strategic Plan Progress Report

Community Value 5

Well-Managed Growth

	Well-Managed Growth: 2020 Strategy	Responsible Party
1	Prioritize and implement Master Plan recommendations: priorities and Land Use Code updates; PHASES 2 AND 3 OF LAND USE CODE UPDATES ARE NEXT UP.	Planning
2	Update regulations for shared utility taps and shared water meters; NO PROGRESS.	Planning/ Public Works
3	Participate in 2020 Census efforts; STAFF HAS WORKED DILIGENTLY TO REGULARLY COMMUNICATE TO THE PUBLIC ABOUT THE CENSUS IN ORDER TO GARNER HIGH RESPONSE RATES. ON GOING.	Planning
4	Sign Code Update; COMPLETED.	Planning
5	Participate in regional transportation initiatives: Gunnison Valley Transportation Region, Ouray County Transit Advisory Council, as appropriate; ON GOING.	Public Works
6	Complete appraisal of potential future South Railroad Street; APPRAISAL HAS NOT BEEN COMPLETED. COUNCIL NEEDS TO WEIGH THE COSTS AND BENEFITS OF ADDING NEW SOUTH RAILROAD STREET. DISCUSSION SET FOR JULY 8, 2020.	Manager
7	Finalize GIS database for water and sewer infrastructure, including catalog all mechanical equip; IN PROGRESS.	Public Works/ Eng
8	Develop and organize volunteer efforts, focused on procedural rules, expectations, purpose, etc. for Council appointed commissions, boards, committees and task forces; DISCUSSIONS HAVE BEEN HELD AMONG STAFF MEMBERS BUT MORE NEEDS TO BE DONE.	Manager/ Community Initiatives
9	Improve and organize online filing systems; Replace cabinets at water plant; Plant Ops SOPs CABINETS HAVE NOT BEEN REPLACED YET. MORE WORK NEEDED FOR SOP'S.	Manager / Clerk/ PW
10	Organize and Update Administrative Policies; Improve Human Resource Systems; ON GOING.	Clerk/ Manager
12	Complete update of Town Standards and Specifications for development; GENERAL WATER AND SEWER HAVE BEEN COMPLETED. STREETS AND STORMWATER STILL NEED TO BE REVIEWED AND UPDATED.	Eng / Public Works
13	Address access to Ridgway Ditch & adjacent development, including building and septic setbacks, Ditch access, and land use opportunities with Ouray County to protect the Ditch; ON GOING.	Planner / Public Works
14	Work with Ouray County to monitor development that could impact water transmission lines; ON GOING.	Public Works / Planner
15	Replace hydrants and valves as needed on water distribution system; ON GOING.	Public Works
16	Complete Amelia Street design (CR5 to Yates Subdivision); SURVEY WORK HAS BEEN COMPLETED. THE PROJECT HAS BEEN PLACED ON HOLD DUE TO THE COVID-19 PANDEMIC.	Public Works/Manager
17	Roadway striping (stop bars, ADA, Hwy 62 crossings, etc); monitor/maintain paving settlement; ROADWAY STRIPING ON THE LIST FOR COMPLETION IN THE	Public Works

Town of Ridgway 2020 Strategic Plan Progress Report

	COMING MONTHS. FOR PAVING, PUBLIC WORKS IS ARRANGING CONTRACTORS FOR THE WORK.	
18	Purchase plow truck, water truck, parks trailers, Marshal's vehicle, Marshal's radar & taser equipment, & body cameras; PLOW TRUCK, PARKS TRAILERS, RADAR, TASER EQUIPMENT, AND BODY CAMERAS PURCHASED. WATER TRUCK AND MARSHAL'S VEHICLE PLACED ON HOLD DUE TO COVID-19 PANDEMIC.	Public Works/ Parks Marshals
19	Purchase new server and needed computers for Town Hall; SERVER PURCHASED AND SCHEDULED TO BE INSTALLED NEXT MONTH.	Manager
20	Due diligence on chlorine dioxide machine at water treatment plant; ON GOING. CURRENTLY EVALUATING ALTERNATIVES TO CHLORINE DIOXIDE.	Public Works
21	Rebuild Yates Subdivision lift station; Complete sewer line camera & root abatement work; remove RUSA #2 wet well grate; Complete continuous dissolved O2 monitoring; Remove contact chamber sludge; Repair recirculation manhole; YATES SUBDIVISION LIFT STATION COMPLETED. CAMERA AND ROOT ABATEMENT WORK IS ON GOING. CURRENTLY MANUALLY MONITORING DISSOLVED O2. CONTACT CHAMBER SLUDGE IS BEING SCHEDULED FOR REMOVAL. RESEARCH NEEDED FOR RECIRCULATION MANHOLE.	Public Works
22	Hire Part-time Assistant/ Assistant Planner; PLACED ON HOLD DUE TO COVID-19 PANDEMIC.	Manager/Planner/Clerk
23	Purchase and Install directional signage for RV parking, downtown parking, etc.; DWMP signs NO PROGRESS HAS BEEN MADE. STAFF INTENDED TO WORK ON THIS IN THE SPRING PRIOR TO THE COVID-19 PANDEMIC.	Community Initiatives
24	Employ methods to better manage traffic flow, safe speeds, etc. ON GOING. RADAR TRAILER DEPLOYED AS NEEDED.	Marshal / Public Works

AGENDA ITEM #28



2021 Fiscal Year Budget Preparation Schedule

Date	Description	Responsible Parties
August 3 – 28, 2020	Meetings with Town staff: <ul style="list-style-type: none">• Strategic Plan• Town-wide initiatives• Levels of service• Fees• Goals and objectives• Personnel requests• Capital Outlay requests• Line item justifications	Preston, Pam
September 18, 2020	Draft 2021 Fiscal Year Budget Submitted to Council	Preston, Pam
September 26, 2020 9:00 a.m. – 2:00 p.m. (Council direction needed on proposed date and time)	Budget Retreat: <ul style="list-style-type: none">• Introduction of Draft 2021 Fiscal Year Budget• Introduction of Draft 2021 Strategic Plan Outcomes: <ul style="list-style-type: none">• Council direction for revisions• Council requests for additional information, analysis or options	Council, Preston, Pam
October 14, 2020	Council Budget Hearing: <ul style="list-style-type: none">• Staff Presentation of 2021 Fiscal Year Proposed Budget• Presentation on 2021 Strategic Plan• Follow-up on any Council directions or requests• Council discussion and public comment	Council, Preston, Pam
November 11, 2020	Council Budget Hearing: <ul style="list-style-type: none">• Follow-up on any Council directions or requests• Council discussion and public comment	Council, Preston, Pam
December 9, 2020	Council Budget Hearing: <ul style="list-style-type: none">• Adoption of 2021 Fiscal Year Budget, including Capital Projects Plan and 2021 Strategic Plan• Approval of Resolution Certifying Mill Levy	Council, Preston, Pam