

Ridgway Town Council
Regular Meeting Agenda
Wednesday, January 10, 2024

Pursuant to the Town's Electronic Participation Policy, the meeting will be conducted both in person and via a virtual meeting portal. Members of the public may attend in person at the Community Center, located at 201 N. Railroad Street, Ridgway, Colorado 81432, or virtually using the meeting information below.

Join Zoom Meeting

<https://us02web.zoom.us/j/81576241504?pwd=UVZERjNralZnOUhZaTFlaTEzem1RUT09>

Meeting ID: 815 7624 1504

Passcode: 578939

Dial by your location

+1 346 248 7799 US

+1 253 215 8782 US

5:30 p.m.

ROLL CALL Councilors Kevin Grambley, Polly Kroger, Beth Lakin, Terry Schuyler, JT Thomas, Mayor Pro Tem Russ Meyer and Mayor John Clark

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 Regular Meeting of December 13, 2023.
2. Register of Demands for January 2024.
3. Per State Statute designate the Town Hall bulletin as the official posting place.
4. Renewal of Restaurant Liquor License for Bella Vino.
5. Renewal of Brew Pub Liquor License for Colorado Boy Depot LLC.

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.

6. Community Health Assessment Presentation - Tanner Kingery, Ouray County Public Health Director.

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

7. Adoption of the 2024 Fiscal Year Budget and setting of Property Tax Levies for 2024 through adoption of three resolutions - Town Treasurer.

8. Ordinance No. 08-2023 Increasing the Rate of the Lodging Tax and Revising the Use of the Proceeds Thereof and Other Provisions in Accordance with the Voter Approved Ballot Issue - Town Manager.

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

9. Adoption of the 2024 Five-Year and Ten-Year Capital Improvement Plans - Town Treasurer.
10. Adoption of the 2024 Strategic Plan - Town Manager.
11. Review and action on Professional Services Agreement for tourism promotion services between the Town of Ridgway and the Ridgway Area Chamber of Commerce - Community Initiatives Facilitator.
12. Consideration of request to include Town-owned property in annexation application and process related to Preserve PUD property - Town Manager.
13. Review and approval of Memorandum of Understanding between Ouray County and Town of Ridgway regarding 2024 Operational Funding Requests, Road and Bridge Apportionment from County to Town, and Future Goals - Town Manager.
14. Resolution No. 24-04 Amending the Town of Ridgway Standard Specification and Typical Drawings for Infrastructure Construction - Town Manager.
15. Request for authorization to submit a concept and grant application to Great Outdoors Colorado's Community Impact Program for Hartwell Park Playground Project - Town Manager.

WRITTEN AND VERBAL 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.

16. Update on the 2024 Annual Election.
17. Town Manager's Report.

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

Committees & Commissions:

Ridgway Planning Commission - Councilor Meyer and Mayor Clark
Ridgway Parks, Trails & Open Space Committee - Councilor Kroger
Ridgway FUSE - Councilor Grambley
Ridgway Sustainability Advisory Board - Councilor Thomas; alternate - Councilor Schuyler
Ridgway Scholarship Committee - Councilor Lakin 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 - Councilor Schuyler
Sneffels Energy Board - Councilor Thomas and Town Manager; alternate - Mayor Clark
Region 10 Board - Mayor Clark

WestCO Dispatch Board - Town Marshal; alternate - Town Manager
Gunnison Valley Transportation Planning Region - Town Manager
Ouray County Transit Committee - Town Manager
Ouray County Water Users Association - Councilor Meyer; alternate - Councilor Thomas
Water and Land Committee for the Uncompahgre Valley - Councilor Meyer; alternate -
Town Manager
Colorado Communities for Climate Action - Councilor Lakin; alternate - Town Manager
Colorado Municipal League Policy Committee - Town Manager
Home Trust of Ouray County - Town Manager

Liaisons:

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, February 7, 2024 at 4:00 p.m.,
Town Clerk's Office, 201 N. Railroad Street, Ridgway, Colorado.

Consent Agenda

RIDGWAY TOWN COUNCIL
MINUTES OF REGULAR MEETING
DECEMBER 13, 2023

CALL TO ORDER

The meeting was held both in person and via virtual meeting portal Zoom Meeting, pursuant to the Town's Electronic Participation Policy.

The Mayor called the meeting to order at 5:30 p.m. In attendance Councilors Grambley, Kroger, Schuyler, Thomas, Mayor Pro Tem Meyer and Mayor Clark. Councilmember Lakin was absent.

CONSENT AGENDA

1. Minutes of Regular Meeting of November 8, 2023.
2. Minutes of Budget Workshop Meeting on November 16, 2023.
3. Register of Demands for December 2023.
4. Renewal of Retail Liquor Store License for San Juan Liquors.
5. Renewal of Tavern Liquor Store License for Ouray County Fairgrounds.
6. Renewal of Hotel and Restaurant Liquor License for Chipeta Lodge-Resort.
7. Renewal of Restaurant Liquor License for Lazy Dog Saloon Bar and Grill.

ACTION:

It was moved by Mayor Pro Tem Meyer, seconded by Councilor Kroger and unanimously carried to approve the consent agenda.

PUBLIC COMMENTS

Kathy Elmont presented a press release dated 12-4-23 from the Ouray County Republican Central Committee requesting the Town, City and County "take a temporary credit" to lower the 2024 mill levy rate to partially compensate for "the extraordinary valuation increases" that will result in "significantly" higher property taxes next year.

POLICY MATTERS

8. Adoption of Ridgway Athletic Park Master Plan

Staff Report dated 12-7-23 from the Town Manager presenting a summary of the public comments received pertaining to the latest version of the Athletic Park Master Plan.

Manager Neill reported three public meetings were held to receive input on the Athletic Park Master Plan. Written comments regarding the draft plan were solicited at the last meeting when the final revision was presented, and 21 emails and comment letters were received. He noted the staff report contains a summary of all comments, along with a copy of all the written comments. The summary categories were baseball, pickleball, tennis, soccer, dog

park, drainage, parking, bike park, exercise equipment circuit, cost estimate, solar array and lighting.

Cammie Willis with DHM Design presented the final Master Plan dated 12-13-23. She highlighted some of changes and edits made to the prior draft document based on comments received at the last public meeting. She noted it was agreed the parking area should remain gravel and this “reduced the estimated price by a third”.

Speaking from the audience Tanya Ishikawa stated it is “important to support facilities for younger people” and supported “amenities and resources to attract younger families”.

The Town Manager noted the Master Plan is a guiding document that will be revisited every year, “especially during the budget cycle”.

There were comments and questions from the Council.

ACTION:

Moved by Councilor Kroger, seconded by Councilor Grambley and unanimously carried to approve without modifications the Master Plan for the Ridgway Athletic Park.

9. Updated Landscape Plan for Wetterhorn Homes Subdivision PUD

Staff Report dated 12-8-23 from Contracted Planner TJ Dlubac presenting a request to amend the landscape plan for the Wetterhorn Homes Subdivision PUD.

Planner Dlubac explained the Council approved the Wetterhorn Homes Subdivision Final Development Plan with conditions on 10-11-23, which included the landscape plan. Since approval the applicant and contractor have identified amendments to the landscape plan that reduce the overall cost of the affordable housing project, and increase sustainability and water wise design. The applicant is requesting to amend the landscaping plan to change species of trees, reduce ground cover, the number of trees and shrubs and planting locations. The Planner noted the request meets code requirements, but is different than what was previously approved, including removing ground cover and using mulch.

Applicant Paul Major addressed the Council and explained the proposed changes will significantly reduce costs.

There were questions from the Council.

ACTION:

Moved by Councilmember Schuyler to approve the amended landscape plan and direct staff to incorporate it into the Wetterhorn Homes Subdivision PUD Guide. The motion was seconded by Councilmember Grambley and carried unanimously.

PUBLIC HEARINGS

10. Extension request to meet conditions of approval of Preliminary Plat of property at SE corner of Sherman St./Hwy 62 and Railroad Street; Applicant Ridgway Cohousing, LLC

Staff Report from the Town Manager dated 12-7-23 presenting an extension request to meet the conditions of approval of the Preliminary Plat for the Ridgway Cohousing project.

The Town Manager explained the applicants for the Cohousing Project are requesting a two year extension to the Ridgway Cohousing Preliminary Plat granted on 10-9-19, subsequently extended on 9-8-21 to expire on 10-9-23. If approved the extension would allow the applicants two more years to meet the conditions assigned at the Preliminary Plat approval. He noted from staffs perspective the applicant is still meeting challenges pertaining to infrastructure.

Speaking from the audience applicant representative Kip Neper explained the applicants are “moving forward” but have “significant hurdles to overcome” the “biggest hurdle with a civil issue with the storm drainage”.

There were questions from the Council.

ACTION:

Councilmember Schuyler moved, Councilor Thomas seconded, to approve an extension for the Ridgway CoHousing Preliminary Plat for a period of two years with the conditions assigned at the October 9, 2019 approval and to allow for up to two years to meet those conditions. The motion was unanimously carried.

POLICY MATTERS

11. Ordinance Increasing the Lodging Tax and Revising the Use of the Proceeds Thereof and Other Provisions in Accordance with the Voter Approved Ballot Issue

Staff Report from the Town Manager dated 12-7-23 presenting a voter approval to increase the lodging tax.

Manager Neill explained at an election held on November 7th the voters authorized an increase to the lodging tax and a modification to how the proceeds are used. After ordinance approval the increase would take effect on March 1, 2024.

ACTION:

Councilor Kroger moved to introduce Ordinance No. 08-2023 Increasing the Rate of the Lodging Tax and Revising the Use of the Proceeds Thereof and Other Provisions in Accordance with the Voter Approved Ballot Issue. Mayor Pro Tem Meyer seconded, and the motion carried unanimously.

12. Submittal of Community Business Preservation Program grant application to the Office of Economic Development & International Trade

Staff Report from the Community Initiatives Facilitator dated 12-13-23 requesting approval to submit a grant to the Office of Economic Development on behalf of business owners.

Facilitator Wick explained business owners Sally Jo Ocacio, Nathan Miller, Amy Gray and Erika Young have requested the Town to submit a grant application on behalf of their businesses which are facing financial challenges with “rapidly increasing rent and unfavorable rent terms”. She explained the grant is due to the State on January 7th, and if approved the Town would receive a small stipend to offset costs to administer the grant. The Town would be the sponsoring entity and receive and administer the grant funds, and prepare reporting for the co-applicant businesses.

ACTION:

Councilmember Schuyler moved to authorize staff to prepare and submit a grant application as the sponsoring entity in collaboration with Cora Fitness, Ridgway Pilates, Ridgway Wrench and The Vault; authorize the Mayor to sign a letter on behalf of the Town Council expressing support of the grant application. Councilor Kroger seconded and the motion carried unanimously.

13. Agreement for Legal Services with Bo James Nerlin, P.C.

The Town Attorney presented an agreement for legal services for fiscal year 2024. He explained there are no changes from the current year.

ACTION:

Mayor Pro Tem Meyer moved to renew the service agreement with Bo James Nerlin, PC. Councilmember Grambley seconded the motion which carried unanimously.

The Council took a recess at 7:45 p.m. and reconvened the meeting at 8:00 p.m.

MISCELLANEOUS REPORTS

The Council received the annual Rights of Nature Report.

The Town Manager also presented the draft 2024 Strategic Plan.

Manager Neill highlighted some items contained in the monthly Managers Report.

There were committee reports from Councilmember Thomas and Mayor Pro Tem Meyer.

ADJOURNMENT

The meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Pam Kraft, MMC
Town Clerk

Town of Ridgway
Register of Demands
January 2024

Name	Memo	Account	Paid Amount
Kim's Housekeeping LLC		Alpine-Operating Account	
	cleaning - Dec 2023	778PO1 · Space to Create Meeting Room	-280.00
	Dec 2023	779POO · Janitorial Service - parks	-1,218.00
	Dec 2023	779PO1 · Janitorial Services - cntr/thal	-406.00
	Dec 2023	545GOO · Janitorial Services	-406.00
TOTAL			-2,310.00
Federal Express		Alpine-Operating Account	
		990WOO · Testing - water	-114.70
TOTAL			-114.70
Xerox Financial Services		Alpine-Operating Account	
		948SOO · Office Equipment - Leases	-7.63
		948WOO · Office Equipment - Leases	-15.26
		548GOO · Office Equipment - Leases	-129.75
TOTAL			-152.64
Blue360 Media		Alpine-Operating Account	
	peace officer's handbook (5)	884GO3 · Traffic & Investigations	-396.03
TOTAL			-396.03
Clear Networkx, LLC		Alpine-Operating Account	
	internet - Jan 2024	778PO1 · Space to Create Meeting Room	-100.00
TOTAL			-100.00
Clear Networkx, LLC		Alpine-Operating Account	
	Jan 2024	543GOO · Telephone	-56.00
	Jan 2024	643GO2 · Telephone	-56.00
	Jan 2024	843GO3 · Telephone	-61.00
	Jan 2024	943WOO · Telephone	-56.00
	Jan 2024	943SOO · Telephone	-56.00
	Jan 2024	530GOO · Computer	-50.00
	Jan 2024	630GO2 · Computer	-50.00
	Jan 2024	730POO · Computer	-50.00
	Jan 2024	830GO3 · Computer	-50.00
	Jan 2024	930WOO · Computer	-50.00
	Jan 2024	930SOO · Computer	-50.00
	Jan 2024	930WOO · Computer	-50.00
	Jan 2024	930SOO · Computer	-25.00
	Jan 2024	630GO2 · Computer	-25.00
	Jan 2024	843GO3 · Telephone	-40.00
TOTAL			-725.00
Hartman Brothers Inc		Alpine-Operating Account	
		661GO2 · Vehicle & Equip Maint & Repair	-8.47
		961SOO · Vehicle & Equip Maint & Repair	-8.47
		961WOO · Vehicle & Equip Maint & Repair	-8.48
TOTAL			-25.42

Town of Ridgway
Register of Demands
January 2024

Name	Memo	Account	Paid Amount
NAPA		Alpine-Operating Account	
	fuel cylinder - F250	961WOO · Vehicle & Equip Maint & Repair	-40.17
	fuel cylinder - F250	961SOO · Vehicle & Equip Maint & Repair	-40.16
TOTAL			-80.33
Pureline Treatment Systems		Alpine-Operating Account	
	Jan 2024	989WOO · Plant Expenses - water	-1,650.00
TOTAL			-1,650.00
Christopher J Bolane		Alpine-Operating Account	
	plant operations - Dec 2023	914WOO · Consulting & Engineering Ser...	-4,952.25
	plant operations - Dec 2023	914SOO · Consulting & Engineering Servs	-1,650.75
TOTAL			-6,603.00
CEBT		Alpine-Operating Account	
	Jan 2024	902SOO · Health Insurance	-1,900.50
	Jan 2024	902WOO · Health Insurance	-1,705.50
	Jan 2024	602GO2 · Health Insurance	-415.50
	Jan 2024	502GOO · Health Insurance	-4,482.00
	Jan 2024	802GO3 · Health Insurance	-3,498.00
	Jan 2024	702POO · Health Insurance	-1,246.50
	Jan 2024	526GOO · Life Insurance (all)	-99.12
	PRDD - Jan - DeFrancesco	66000 · Payroll Expenses (Payroll expen...	-868.00
	PRDD - Jan - Duncan	66000 · Payroll Expenses (Payroll expen...	-47.00
	PRDD - Jan Neill	66000 · Payroll Expenses (Payroll expen...	-1,255.00
	PRDD - Jan - Schmalz	66000 · Payroll Expenses (Payroll expen...	-40.00
TOTAL			-15,557.12
Browns Hill Engineering & Con...		Alpine-Operating Account	
	Dec 2023	914WOO · Consulting & Engineering Ser...	-2,639.00
TOTAL			-2,639.00
Caselle Inc		Alpine-Operating Account	
	Jan 2024	914SOO · Consulting & Engineering Servs	-164.50
	Jan 2024	914WOO · Consulting & Engineering Ser...	-164.50
TOTAL			-329.00
ASCAP		Alpine-Operating Account	
	music at public events	533GOO · Economic Development	-434.00
TOTAL			-434.00
SESAC		Alpine-Operating Account	
	music at public events	533GOO · Economic Development	-553.00
TOTAL			-553.00

Town of Ridgway
Register of Demands
January 2024

Name	Memo	Account	Paid Amount
CML		Alpine-Operating Account	
	CML 2024	522GOO · Dues & Memberships	-1,483.00
TOTAL			-1,483.00
SGS Accutest Inc		Alpine-Operating Account	
		990WOO · Testing - water	-373.12
TOTAL			-373.12
True Value		Alpine-Operating Account	
		632GO2 · Supplies & Materials	-140.24
		732POO · Supplies & Materials	-126.16
		732PO1 · Supplies - c cntr/t hall	-108.91
		932SOO · Supplies & Materials	-275.53
		932WOO · Supplies & Materials	-260.18
TOTAL			-911.02
Hach Company		Alpine-Operating Account	
	chlorine meter	932WOO · Supplies & Materials	-336.50
	chlorine meter	932SOO · Supplies & Materials	-336.50
TOTAL			-673.00
USABlueBook		Alpine-Operating Account	
	chlorine pump - plant	931SOO · Maintenance & Repairs	-880.49
	chlorine pump - plant	931SOO · Maintenance & Repairs	-180.00
TOTAL			-1,060.49
Colorado State Treasurer	acct# 01362291	Alpine-Operating Account	
	4th qtr 2023	525GOO · Unemployment Tax (all)	-615.37
TOTAL			-615.37
Colorado Department of Revenue	00402956	Alpine-Operating Account	
	00402956	23130 · CO Employee Withholding Paya...	-4,975.00
TOTAL			-4,975.00

AGENDA ITEM #6

WEST CENTRAL PUBLIC HEALTH PARTNERSHIP

COMMUNITY HEALTH ASSESSMENT

Ouray County

Margaret Wacker, MPH, WCPHP Coordinator

Erika Stoerkel, MPH, WCPHP Grants Coordinator

Tanner Kingery, MPH

Ouray County Public Health Director

October 24, 2023



West Central Public Health Partnership

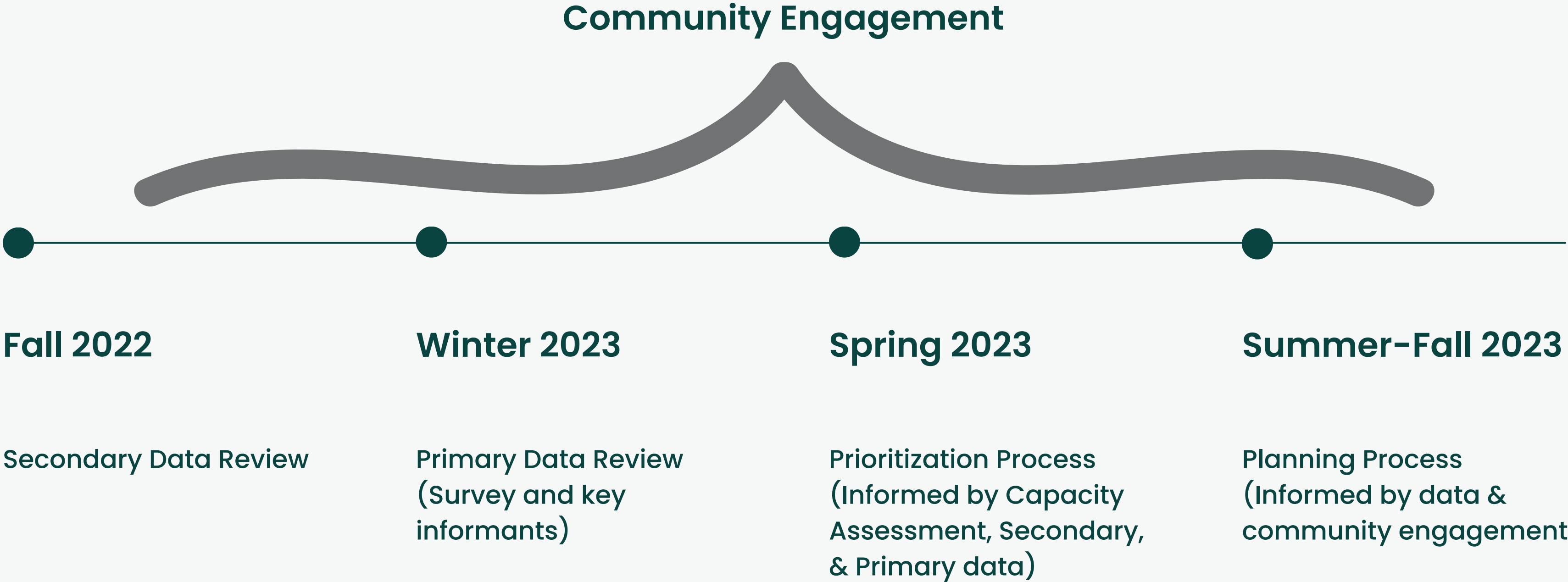
(WCPHP)

West Central Colorado | Region 10

Delta, Hinsdale, Montrose, Ouray, Gunnison, and San Miguel county

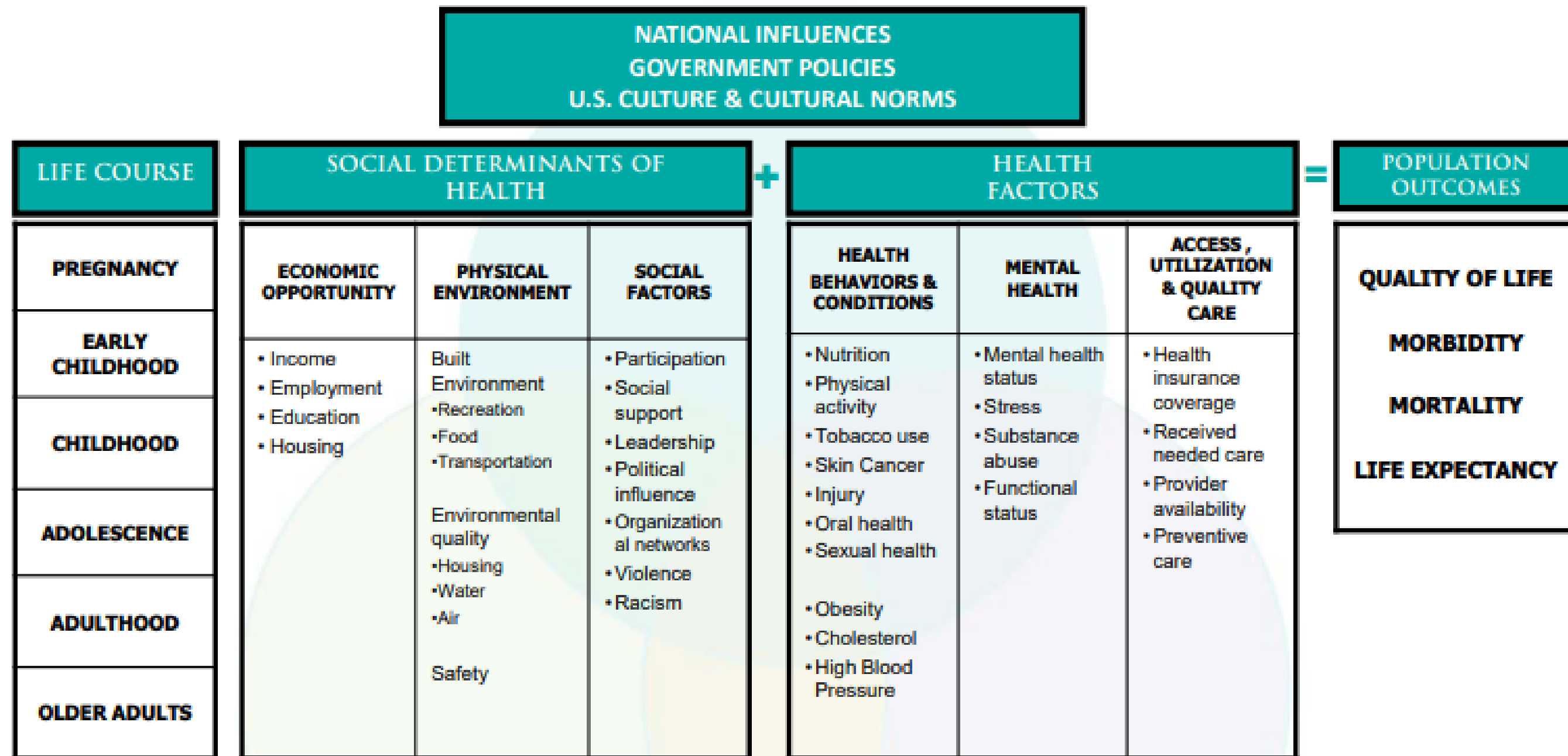


Community Health Assessment & Public Health Improvement Timeline



Health Equity

AN EXPLANATORY MODEL FOR CONCEPTUALIZING THE SOCIAL DETERMINANTS OF HEALTH



Public Health's Role in Addressing the Social Determinants of Health

- Advocating for and defining public policy to achieve health equity
- Coordinated interagency efforts
- Creating organizational environments that enable change
- Data collection, monitoring and surveillance
- Population based interventions to address health factors
- Community engagement and capacity building

Colorado Department of Public Health – Social Determinants of Health Workgroup



Community Health Assessment Data

Community Health Assessment Data

Secondary Data



Quantitative Data (Survey)



Qualitative Data (Key Informant Interviews)



Data Topics

Vulnerable Populations

Behavioral Health

Healthcare Access

Childcare

COVID-19

Affordable Housing

Aging in Place

Barriers

Food Insecurity



Demographics



Demographics

Total Population

4,890

Population Change from 2010-2020

↑ Ouray County: 9.87%

↑ Colorado: 14.8%

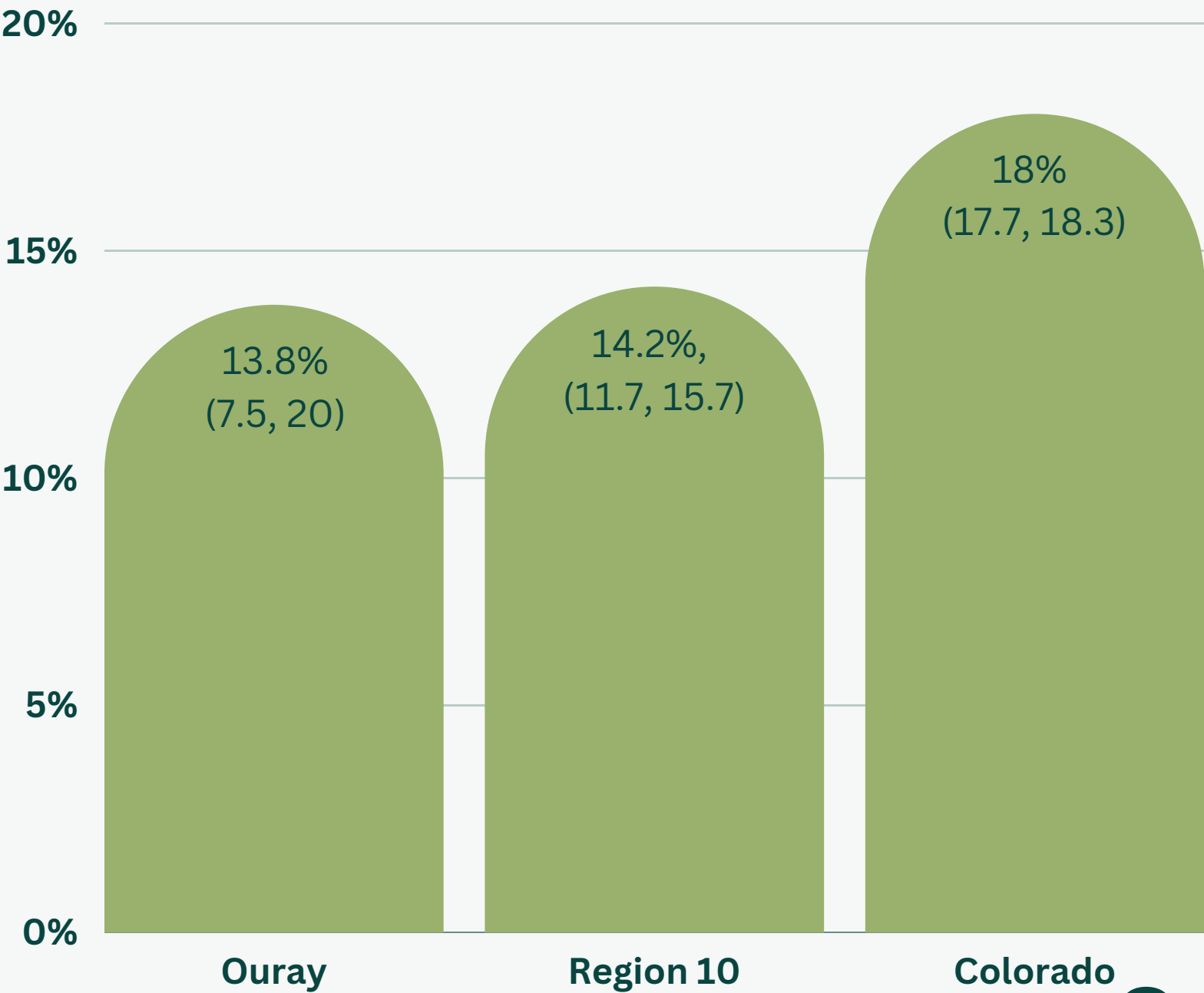
Demographics

Total Population by Race/Ethnicity

	Delta	Gunnison	Hinsdale	Montrose	Ouray	San Miguel	Colorado
Non-Hispanic White	80.81%	86.52%	86.43%	75.91%	93.19%	85.49%	67.50%
Non-Hispanic Black	0.65%	0.23%	1.66%	0.14%	1.55%	0.01%	3.94%
Non-Hispanic Asian	0.86%	0.38%	0.38%	0.82%	0.00%	1.39%	3.14%
Non-Hispanic Native American or Alaska Native	0.68%	1.03%	1.66%	1.15%	0.41%	0.95%	0.52%
Non-Hispanic Native Hawaiian or Pacific Islander	0.00%	0.00%	0.00%	0.13%	0.06%	0.00%	0.14%
Non-Hispanic Some Other Race	0.42%	0.13%	0.00%	0.02%	0.00%	0.21%	0.21%
Non-Hispanic Multiple Races	1.37%	2.16%	0.26%	1.24%	2.07%	1.04%	2.89%
Hispanic or Latino	15.23%	9.56%	9.60%	20.58%	2.72%	10.91%	21.66%

Source: Data Source: US Census Bureau, American Community Survey. 2016-20.

Percent of Linguistically Isolated Households





Affordable Housing

Affordable/Healthy Housing

**Percent of renter-occupied housing units
with gross rent 50% or greater of
household income in the past 12 months**



Ouray County:
28.2%
Colorado: 23%

**Occupied Housing Units with One or
More Substandard Conditions, Percent**



Ouray County:
31.43%
Colorado: 31.9%

Data Source: US Census Bureau, American Community Survey. 2016-20.

**Percent of renter-occupied
housing units**

Ouray County:
28%
Colorado: 32.5

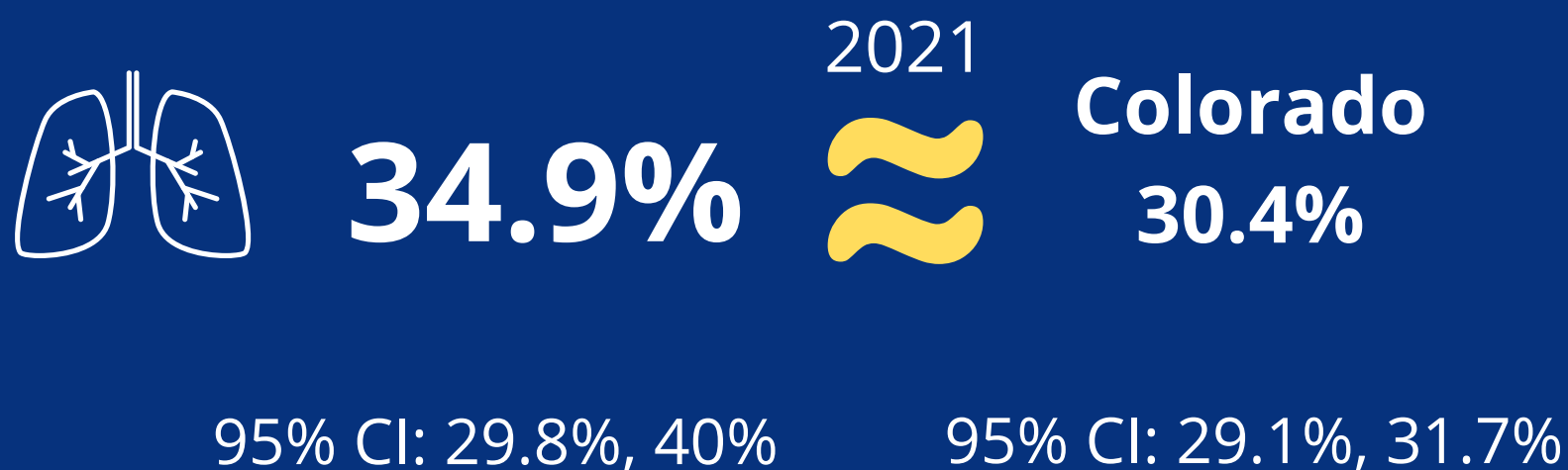


Behavioral Health

Behavioral/Mental Health

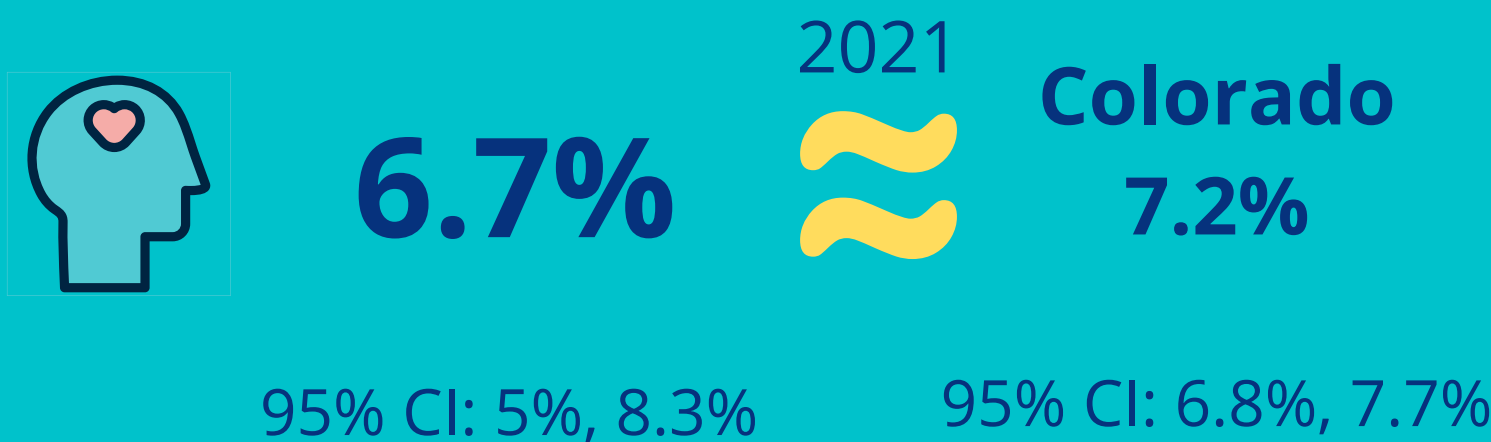
Middle School & High School Students

Current Electronic Vapor Use



Attempted Suicide

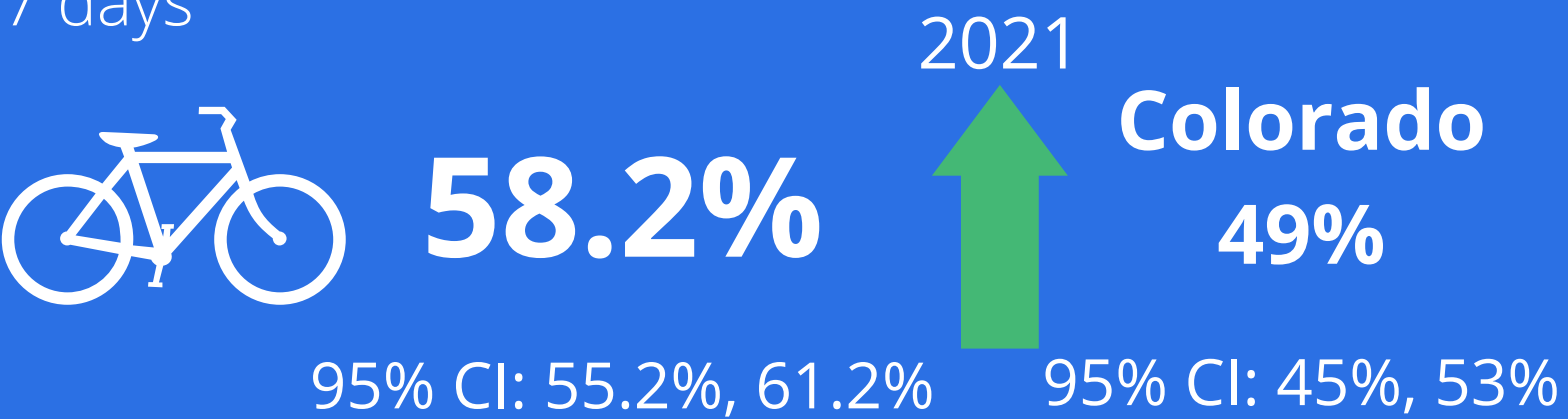
1 or + times in the last 12 months



Source: Healthy Kids Colorado Survey

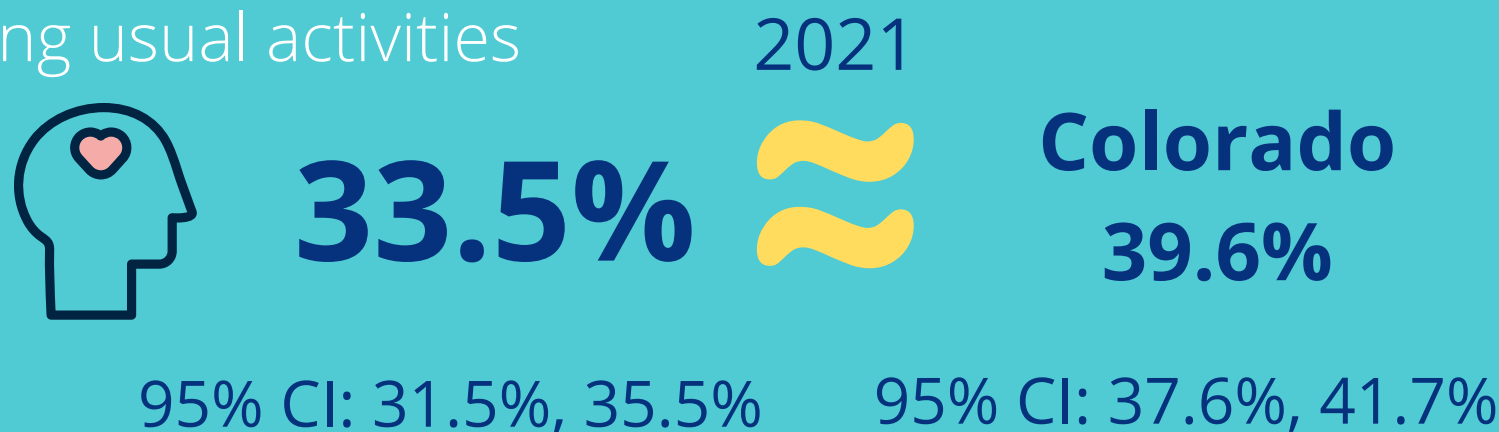
Physical Activity

Total of at least 1hr per day on 5 or more in the past 7 days



Felt Sad or Hopeless

almost every day for 2 wks or + in a row they stopped doing usual activities





Aging in Place

Aging in Place (Older Adult Health)

Ouray County

Percent with a disability

20.6%

65–74 years old

Colorado

22.7%

40.1%

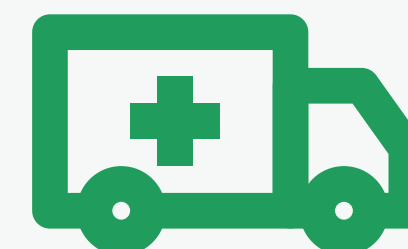
75+ years old

Colorado

47.5%

Ambulatory Difficulty

65 and older



9.6%

Colorado 17.7%

Independent Living Difficulty

65 and older



9.2%

Colorado 11.4%

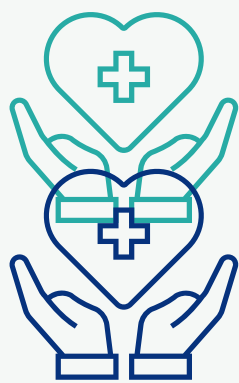


Access to Care

Access to care

Insurance

Secondary Data



Ouray County

 **8.8%** Adults without Health Insurance coverage
Lower than the state (10.8%)

95% CI Ouray: 7.4%, 10.2% 95% CI CO: 10.4%, 11.2%

Source: Small Area Health Insurance Estimates, COHID

 **7.7%** Children without Health Insurance coverage
Similar than the state (5.7%)

95% CI Ouray: 5.7%, 9.7% 95% CI CO: 5.2%, 6.2%

Source: Small Area Health Insurance Estimates, COHID

19.2% Working-age Adults eligible but not enrolled in Medicaid
State Value (12.1%)

Source: Colorado Health Institute, COHID

26.1% Children eligible but not enrolled in Medicaid or CHP+
State value (6.3%)

Source: Behavioral Risk Factor Surveillance System, COHID



Prioritization



Top Issues

- AFFORDABLE HOUSING
- BEHAVIORAL AND MENTAL HEALTH
- PREVENTION & EDUCATION HEALTH (CHRONIC DISEASES, WOMEN'S HEALTH, CANCER)
- ACCESS TO PRIMARY & SPECIALITY CARE SERVICES
- AGING IN PLACE
- AFFORDABILITY OF CARE
- CHILDCARE
- TRANSPORTATION
- IMMIGRANT ACCESS TO HEALTHCARE RESOURCES

Priority Populations

- SENIORS
- IMMIGRANTS AND NON-ENGLISH SPEAKERS
- LGBTQ+
- CHILDREN
- HOMELESS
- LOW INCOME

Colorado Health Assessment & Planning System Prioritization Scoring Tool

Significance to Public Health

Does the issue impact a large number or high percentage of people in our community?

Criteria Weight: 1

Do health disparities exist? (Are sub-populations more affected than the general public?)

Criteria Weight: 1

Ability to Impact the Issue

Do strategies exist that can be implemented locally produce the desired outcome?

Criteria Weight: 1

Does community support for change exist, including political will?

Criteria Weight: 1

Capacity to Address the Issue

Is a local organization prepared to take the lead on the issue?

Criteria Weight: 1

Prior Priority:

Was the issues a priority in your last public health improvement plan?

**Healthy Eating Active Living
Behavioral Health
Healthy Housing**

Criteria Weight: 1

**Regional Consensus
Is this a top priority for your county?**

Criteria Weight: 2

WCPHP
2022/2023
Community
Health
Assessment
**Ranked
Priorities**

Results

1. Behavioral and Mental Health	170
2. Aging in Place	140
3. Prevention & Education Health (Chronic diseases, women's health, cancer)	139
4. Environmental Justice	88
5. Immigrant Access to Healthcare	80
6. Childcare	75
6. Access to Primary & Speciality Care	75

2024-2028 WCPHP

Public Health Improvement Plan Priorities

- Behavioral and Mental Health
- Capacity Building for West Central Public Health Partnership



Planning



Priority area: Capacity Building for WCPHP

Goal: Improve WCPHP's capacity to operate as a collective, thereby contributing to a sustainable public health system that ensures community and environmental wellness.

- ➔ **Attain and streamline flexible, fluid funding in order to cross-support projects and initiatives and proactively address emerging needs**
- ➔ **Conduct a P.H. internal capacity assessment (which includes an environmental assessment), and based on the needs/gaps indicated in the assessment, provide the necessary/ appropriate professional development to improve retention and capability among P.H. staff**
- ➔ **Pilot an internal communications system to keep WCPHP partners up to date on latest happenings, trainings, successes, challenges.**
- ➔ **Pilot a communications system to continuously engage and collaborate with WCPHP stakeholders**
- ➔ **Realign the partnership's agreements and commitments**

Priority area: Behavioral and Mental Health

Goal: Promote holistic individual and community wellbeing by building confidence and trust in the public health system to improve behavioral health outcomes.

-  **Internal education: Educate all local public health staff in the 6 counties on behavioral and mental health conditions and on available behavioral and mental health resources.**
-  **External education: Educate and engage with the public around behavioral and mental health topics.**



Next steps:

Fall 2023: Public Health Improvement Plan

2024: Year 1 of Public Health Improvement Plan Implementation

Access CHA Data

<https://www.wcphp.org/20222023-data>

Learn more about WCPHP

www.wcphp.org

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AGENDA ITEM #7

STAFF REPORT

Subject: Adoption of the Fiscal Year 2024 Budget and 2024 Property Tax Mill Levy

Initiated By: Pam Kraft, Town Clerk/Treasurer

Date: December 27, 2023

BACKGROUND:

Pursuant to the Town Charter notice of adoption of the 2024 Fiscal Year Budget was posted on August 29th, published on November 1st and a public hearing scheduled for the December 13th Town Council meeting. Due to changes pursuant to State legislation under SB22-238 the scheduled adoption date was moved to the January 10, 2024 meeting.

The Council was presented with the draft budget at the regular meeting of October 11th; discussed the draft document and five and ten year capital improvement plans at the budget retreat on October 21st; held a public hearing and discussed the documents at the regular meeting of November 8th; reviewed all documents at a workshop meeting held on November 16th; and at the January 10th regular meeting a public hearing will be held, and the Council will be asked to adopt the 2024 Budget and establish the 2024 Mill Levy.

Due to changes for reporting and filing created by the passage of SB22-238, the budget contains changes from the draft document the Council received at the November meeting. At the end of 2023 the County Assessor distributed an Amended Certification of Valuation and a spreadsheet with SB22-238 Calculations. The Property Tax Mill Levy was re-calculated and decreased by approximately \$22,000 from the previous draft budget. Additionally the budget now contains a "back fill" from the State of approximately \$28,000 which was not contained in the earlier draft document.

ANALYSIS:

The Council is being presented with three resolutions to appropriate expenditures; adopt the budget; and adopt the property tax mill levy for certification to Ouray County.

The following actions must be taken:

- Adopt Resolution No. 24-01 of the Town of Ridgway, Adopting a Budget for the Calendar Year Beginning on the First Day of January 2024, and Ending on the Last Day of December 2024.
- Adopt Resolution No. 24-02 of the Town of Ridgway, Appropriating Sums of Money to the Various Funds in the Amount and for the Purpose as Set Forth Below for the 2024 Budget Year.
- Adopt Resolution No. 24-03 of the Town of Ridgway, Adopting the Property Tax Levy for the Year 2024 for Certification to the Ouray County Commissioners.

A number of other documents affiliated with adoption of the 2024 Fiscal Year Budget will be presented later in the agenda. These are:

- Adoption of the Five Year Capital Improvement Plan
- Adoption of the Ten Year Capital Improvement Plan
- Adoption of the 2024 Strategic Plan.

LEGAL CONSIDERATIONS:

With the changes established by recent State legislation, the Town Clerk/Treasurer must certify the property tax mill levy to the County Commissioners by January 10, 2024.

RECOMMENDED ACTIONS:

1. Move to adopt Resolution No. 24-01 of the Town of Ridgway, Adopting a Budget for the Calendar Year Beginning on the First Day of January 2024, and Ending on the Last Day of December 2024.
 2. Motion to adopt Resolution No. 24-02 of the Town of Ridgway, Appropriating Sums of Money to the Various Funds in the Amount and for the Purpose as Set Forth Below for the 2024 Budget Year.
 3. Motion to adopt Resolution No. 24-03 of the Town of Ridgway, Adopting the Property Tax Levy for the Year 2024 for Certification to the Ouray County Commissioners.
-

ATTACHMENT 1. Resolution No. 24-01 and the 2024 Fiscal Year Budget

ATTACHMENT 2. Resolution No. 24-02

ATTACHMENT 3. Resolution No. 24-03

Resolution No. 24-01

**A RESOLUTION OF THE TOWN OF RIDGWAY, STATE OF COLORADO,
ADOPTING A BUDGET FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY
OF JANUARY, 2024 AND ENDING ON THE LAST DAY OF DECEMBER, 2024**

WHEREAS, the Town Council of the Town of Ridgway designated the Town Clerk/Treasurer to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, the Treasurer has submitted a proposed budget to this governing body on October 11, 2023 for its consideration, along with numerous public meetings, and;

WHEREAS, upon due and proper notice, published and posted in accordance with the Town Charter, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 8, 2023 and January 10, 2024, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF RIDGWAY, COLORADO:

Section 1. That the Fiscal Year 2024 Budget as attached as Exhibit A hereto, is hereby approved and adopted.

APPROVED AND ADOPTED this 10th day of January, 2024.

John I. Clark
Mayor

ATTEST: _____

Pam Kraft, MMC
Town Clerk/Treasurer

GENERAL FUND		2022	2023	AS OF	ESTIMATED	2024
		ACTUAL	ADOPTED	AUG. 1, 2023	YR. END 2023	ADOPTED
			BUDGET			BUDGET
	BEGINNING FUND BALANCE	2,894,704	3,565,700		3,485,263	3,996,859
ACCOUNT #	REVENUES					
	TAXES					
400GOO	Property Tax	349,548	346,695	319,017	346,695	529,856
4001GOO	Property Tax - Bond Repayment	0	0	0	0	0
401GOO	Penalties & Interest - Property Tax	1,137	500	200	1,000	500
402GOO	Delinquent Property Tax	0	100	0	0	100
403GOO	Sales Tax	1,650,482	1,325,000	752,475	1,600,000	1,325,000
404GOO	Sales Tax - Food for Home Consumption	106,242	105,000	41,794	97,500	105,000
405GOO	Sales Tax - Capital Improvement Fund	299,830	227,655	138,296	270,000	227,652
4051GOO	Sales Tax - Cap Impr-Food Home Consump	21,128	21,005	8,361	22,500	21,005
406GOO	Penalties & Interest - Sales & Lodging Tax	19,605	15,000	9,583	20,000	20,000
407GOO	Lodging Tax	145,796	100,000	36,690	132,800	200,000
408GOO	Specific Ownership Tax	40,397	35,000	20,674	38,500	35,000
409GOO	Utility Franchise Tax	54,466	52,000	41,912	57,899	60,000
410GOO	Excise Development Tax	3,000	28,500	34,500	85,500	13,500
	TOTAL	2,691,631	2,256,455	1,403,502	2,672,394	2,537,613
	INTERGOVERNMENTAL					
411GOO	Highway Users	60,837	59,104	27,981	60,307	60,895
412GOO	Motor Vehicle Fees	7,245	6,500	3,697	6,650	6,000
413GOO	Cigarette Tax	3,077	2,500	1,362	2,500	2,500
414GOO	Conservation Trust Fund (Lottery)	15,169	14,000	9,448	20,000	20,000
415GOO	Grants - general	184,684	762,400	328,409	721,755	40,000
416GOO	Road & Bridge Apportionment	30,216	30,058	0	30,058	47,743
417GOO	Mineral Lease & Severance Taxes	93,505	20,000	0	109,063	50,000
	TOTAL	394,733	894,562	370,897	950,333	227,138
	LICENSES, PERMITS & FEES					
420GOO	Building Permits	188,517	75,000	55,262	147,728	110,000
421GOO	Liquor Licenses	6,413	3,500	3,725	5,350	3,500
422GOO	Sales Tax Licenses	23,920	22,000	3,570	24,000	22,000
430GOO	Marijuana Facility Licenses	12,500	12,000	0	14,000	12,000
423GOO	Planning Applications	8,570	5,000	600	2,500	5,000
424GOO	Excavation/Encroachment Permits	3,850	7,500	2,350	5,950	4,500
425GOO	Refuse Collection Fees	180,339	165,000	93,117	187,000	197,000
427GOO	USPS Rental Fees	8,642	8,642	5,761	8,642	8,642
428GOO	Parks, Facility & Rights of Way User Fees	4,385	6,500	2,485	4,000	6,500
429GOO	Permits - other (signs, etc)	1,029	1,000	320	460	1,000
431GOO	Short Term Rental Licenses	9,900	9,500	9,200	11,100	6,000
432GOO	Parking In-Lieu Fees	15,000				
	TOTAL	463,065	315,642	176,390	410,730	376,142
	FINES & FORFEITURES					
435GOO	Court Fines	7,889	7,500	3,939	7,863	7,500
	TOTAL	7,889	7,500	3,939	7,863	7,500
	REIMBURSABLE FEES					
440GOO	Consulting Services Reimbursement	65,528	70,000	32,116	75,000	65,000
441GOO	Labor & Documents Reimbursement	135	1,000	552	625	1,000
442GOO	Bonds & Permits Reimbursement	7,110	9,000	6,610	9,000	7,500
443GOO	Mosquito Control Reimbursement	8,000	8,000	0	8,000	8,000
444GOO	Administrative Reimbursement	6,151	7,000	3,451	7,500	6,000
	TOTAL	86,924	95,000	42,729	100,125	87,500
	MISCELLANEOUS					
450GOO	Donations - general (Parks & Marshal)	2,500	2,500	2,550	2,550	2,500
451GOO	Sales - other (copies, equip sales, misc)	94	250	10,327	10,500	250
452GOO	Credits & Refunds - general	9,510	8,500	14,359	14,392	8,500
453GOO	Other - general (T/Clerk&PD fees;State Backfill)	945	1,200	617	2,484	30,000
454GOO	Special Events (festivals,concerts,movies)	67,808	79,000	65,476	92,000	55,000
459GOO	Donations - FUSE	2,670	3,000	1,290	7,889	6,500
455GOO	Interest Income	35,110	8,500	69,662	155,000	35,000
456GOO	Investment Income	4,033	1,500	5,799	12,200	5,000
	TOTAL	122,670	104,450	170,080	297,015	142,750
	TOTAL GENERAL FUND REVENUES	3,766,912	3,673,609	2,171,487	4,438,460	3,378,643
	TOTAL AVAILABLE RESOURCES	6,661,616	7,239,309	5,066,191	7,923,723	7,375,502

GENERAL FUND		2022	2023	AS OF	ESTIMATED	2024
		ACTUAL	ADOPTED	AUG. 1, 2023	YR. END 2023	ADOPTED
			BUDGET			BUDGET
ACCOUNT # EXPENDITURES						
	ADMINISTRATIVE SERVICES					
	PERSONNEL					
500GOO	Administrative Wages	484,969	592,376	319,906	515,276	609,667
505GOO	Housing Stipend	4,000				
509GOO	Council Compensation	22,050	22,800	11,400	22,800	22,800
510GOO	Planning Commission Compensation	17,400	17,400	8,500	17,400	17,400
501GOO	Employer Tax Expense	39,821	48,392	25,948	42,494	49,715
502GOO	Health Insurance	72,513	107,424	54,791	75,799	112,896
503GOO	Retirement Fund	13,449	23,695	10,175	16,158	24,387
504GOO	Workers Compensation Insurance	1,892	1,500	0	2,200	2,350
	PROFESSIONAL SERVICES					
511GOO	Town Attorney	47,975	60,000	22,658	60,000	60,000
512GOO	Auditing Services	7,000	7,000	0	7,500	7,500
514GOO	Consulting Services	6,500	6,340	1,913	2,200	6,500
556GOO	IT Services	8,050	18,497	11,163	19,199	20,160
513GOO	Planning Consulting	88,967	75,000	61,507	91,000	105,000
515GOO	County Treasurer Services	6,982	6,934	6,354	6,934	11,000
519GOO	Contractual Services	47,608	110,000	59,286	120,000	145,000
538GOO	GOV OS Services	16,854	17,500	8,427	16,854	17,000
516GOO	Refuse Collection Franchise	180,182	165,000	108,751	187,000	197,000
	ADMINISTRATIVE EXPENSE					
520GOO	Insurance (Property & Casualty)	9,509	13,815	2,318	13,815	22,500
521GOO	Conferences, Workshops & Training	2,118	4,000	556	3,700	4,000
522GOO	Dues & Memberships	1,756	3,500	2,662	2,662	3,000
523GOO	Council/PComm - Conferences & Training	1,584	2,500	1,018	2,500	2,500
524GOO	Reimbursable Bonds & Permits	6,491	16,646	1,880	9,500	10,500
525GOO	Unemployment Tax (all)	2,513	2,664	1,795	2,400	2,800
526GOO	Life Insurance (all)	506	625	411	530	1,500
527GOO	Personnel - Recruitment/Testing	670	4,000	1,802	3,000	4,000
536GOO	Wellness Program	11,261	15,750	6,339	14,350	23,100
528GOO	Other - admin.	611	1,000	0	450	1,000
	OFFICE EXPENSE					
540GOO	Printing & Publishing	299	1,000	366	600	1,000
541GOO	Office Supplies	7,042	7,500	2,182	7,000	7,500
542GOO	Utilities	1,710	2,000	1,041	1,700	2,000
543GOO	Telephone	1,783	2,000	967	2,000	2,000
544GOO	Elections	902	2,500	88	3,464	2,500
530GOO	Computer	2,918	2,900	941	1,150	2,900
545GOO	Janitorial Services	3,822	3,850	2,596	5,000	5,000
546GOO	Council/Commission - Materials/Equipment	1,201	1,000	530	800	1,000
547GOO	Records Management	139	500	0	200	500
548GOO	Office Equipment - Leases	2,665	3,200	1,710	3,200	3,200
549GOO	Office Equipment - Maintenance/Repairs	0	500	0	0	500
550GOO	Filing Fees/Recording Costs	598	500	63	225	500
551GOO	Postage - general	711	1,500	231	750	1,500
552GOO	GIS Mapping - admin	234	1,000	277	1,300	9,800
553GOO	Meetings & Community Events	7,413	10,000	1,853	7,000	10,000
537GOO	Bank & Misc. Fees & Charges	2,081	2,500	1,090	3,125	3,250
	COMMUNITY & ECONOMIC DEVELOPMENT					
529GOO	Tourism Promotion	103,226	70,000	27,145	92,960	100,000
5075GO1	Region 10	1,328	1,394	1,394	1,394	1,464
531GOO	Community Outreach	360	4,000	1,236	3,000	4,000
532GOO	Creative & Main Street Programs - FUSE	17,127	31,500	12,053	32,950	60,000
533GOO	Economic Development	903	2,500	973	973	2,500
535GOO	Affordable Housing	40,302	75,000	46,529	100,000	100,000
781POO	Events and Festivals	91,243	130,000	97,220	115,320	135,000
557GOO	Grants - pass thru to other agencies	255,576	750,000	458,058	712,500	37,500
559GOO	Regional Transportation Service	0	35,000	0	33,188	35,000
595GOO	Electric Vehicle Charging Station				2,850	3,000

GENERAL FUND		2022	2023	AS OF	ESTIMATED	2024
		ACTUAL	ADOPTED	AUG. 1, 2023	YR. END 2023	ADOPTED
			BUDGET			BUDGET
	VEHICLE EXPENSE					
560GOO	Gas & Oil	223	300	148	300	350
561GOO	Vehicle Maintenance & Repair	0	500	878	878	750
	CAPITAL OUTLAY					
571GOO	Office Equipment Purchase	5,346	1,500	592	1,550	20,000
572GOO	Property Purchase	0	40,000	9,481	12,500	80,000
	DEBT SERVICE					
591GOO	RAMP Bond	120,647	117,712	11,356	117,712	119,776
	COUNCIL INITIATIVES					
5010GO1	Uncompahgre Volunteer Legal Aid	3,000	3,000	0	3,000	3,000
5015GO1	Partners Program	1,000	1,000	0	1,000	1,000
5020GO1	Colorado West Land Trust	3,000	4,000	4,000	4,000	4,000
5025GO1	Voyager Program	7,000	9,000	9,000	9,000	10,000
5030GO1	Juvenile Diversion	8,000	8,000	8,000	8,000	8,000
5040GO1	Other Contributions	3,500	5,000	3,161	3,500	5,000
5050GO1	KVNF Radio	0	1,000	0	1,000	1,000
5060GO1	Second Chance Humane Society	7,250	8,000	0	8,000	8,760
5065GO1	Neighbor to Neighbor Program	0	1,000	1,000	1,000	1,000
5085GO1	Eco Action Partners	5,000	6,000	6,000	6,000	6,500
5095GO1	Student Scholarship	1,000	1,500	1,000	1,000	1,500
5100GO1	Public Art Ridgway Colorado	3,000	3,000	3,000	3,000	3,000
5110GO1	Uncompahgre Watershed Partnership	3,000	3,000	3,000	3,000	4,000
5115GO1	George Gardner Scholarship Fund	1,000	1,000	1,000	1,000	1,000
5120GO1	Ouray County Soccer Club	3,000	2,000	0	2,000	3,000
5135GO1	Sherbino Theater	2,500	15,000	0	15,000	10,000
5136GO1	Ouray County Food Pantry	1,000	1,000	0	1,000	1,000
5137GO1	Weehawken Creative Arts	4,000	5,000	0	5,000	6,000
5138GO1	Friends of Colorado Avalanche Info Center	2,500	3,500	3,500	3,500	3,500
5139GO1	Ridgway Western Heritage Society	0	500	0	500	500
5140GO1	Ouray Mountain Rescue Team		10,000	10,000	10,000	10,000
5141GO1	Minerva West Performing Arts					3,000
5142GO2	Ouray County Support & Advocacy Project					5,000
5143GO2	Ouray County Baseball					3,000
	SUBTOTAL COUNCIL INITIATIVES	58,750	91,500	52,661	89,500	102,760
	ADMINISTRATIVE EXPEND. SUBTOTAL	1,831,780	2,737,714	1,463,219	2,610,810	2,338,525

GENERAL FUND		2022	2023	AS OF	ESTIMATED	2024
		ACTUAL	ADOPTED	AUG. 1, 2023	YR. END 2023	ADOPTED
			BUDGET			BUDGET
ACCOUNT #	EXPENDITURES					
	STREETS & MAINTENANCE					
	PERSONNEL					
600GO2	Streets Wages	104,894	85,028	52,188	75,942	29,537
601GO2	Employer Tax Expense	8,069	6,505	3,992	5,810	2,260
602GO2	Health Insurance	24,438	20,142	14,950	18,080	7,056
603GO2	Retirement Fund	4,191	3,401	2,087	3,038	1,181
604GO2	Workers Compensation Insurance	1,921	2,000	3,512	3,512	2,000
	ADMINISTRATIVE EXPENSE					
613GO2	Office - miscellaneous	251	500	0	0	500
621GO2	Workshops & Training	218	500	0	0	3,000
628GO2	Other - streets	105	500	0	1,620	500
614GO2	Consulting & Contractual Services	3,455	40,000	2,785	36,500	62,220
615GO2	IT Services	7,406	145	81	138	155
	OPERATING EXPENSE					
631GO2	Maintenance & Repairs	26	3,000	242	500	5,000
632GO2	Supplies & Materials	2,681	3,000	601	1,450	3,000
635GO2	Gravel & Sand	6,501	25,000	6,046	20,000	25,000
636GO2	Dust Prevention (mag chloride)	32,880	35,000	36,680	36,680	38,000
637GO2	Paving & Maintenance	464	40,000	220	220	50,000
633GO2	Tools	176	500	0	250	500
638GO2	Street Lighting	6,164	8,000	2,609	4,400	6,500
639GO2	Street Signs	376	10,000	1,967	3,000	5,000
634GO2	Safety Equipment	606	1,000	937	1,000	1,000
682GO2	Tree Trimming - Rights-of-Ways	0	6,000	0	6,073	6,000
666GO2	Landscaping - Rights-of-Ways	19,120	28,000	13,298	28,000	28,000
663GO2	Storm Drainage	0	0	0	0	0
662GO2	Snow Removal Equipment & Services	21,424	22,000	18,717	18,717	0
	SHOP EXPENSE					
642GO2	Utilities	2,573	3,000	2,186	2,800	3,000
643GO2	Telephone	1,364	1,500	756	1,400	1,500
630GO2	Computer	1,638	900	525	900	900
	VEHICLE EXPENSE					
660GO2	Gas, Oil & Diesel	6,243	6,750	3,077	5,500	6,500
661GO2	Vehicle & Equip Maintenance & Repair	5,912	9,000	3,109	9,000	9,000
	DEBT SERVICE					
	CAPITAL OUTLAY					
670GO2	Vehicle Purchase	0	75,000	0	0	0
671GO2	Office Equipment Purchase	285	500	0	100	2,000
672GO2	Equipment Purchase	10,188	3,500	0	5,000	5,000
	STREETS & MAINT. EXP. SUBTOTAL	273,569	440,371	170,565	289,630	304,309

GENERAL FUND		2022	2023	AS OF	ESTIMATED	2024
		ACTUAL	ADOPTED	AUG. 1, 2023	YR. END 2023	ADOPTED
			BUDGET			BUDGET
ACCOUNT # EXPENDITURES						
	PARKS, FACILITIES & ENVIRONMENT					
	PERSONNEL					
700POO	Parks Maintenance Wages	39,468	67,773	41,490	70,164	72,294
706POO	Parks Maintenance - Seasonal Wages	31,817	32,000	8,496	14,800	32,000
701POO	Employer Tax Expense	5,447	7,633	3,824	6,500	7,978
702POO	Health Insurance	13,272	20,142	14,141	20,138	21,168
703POO	Retirement Fund	1,132	2,711	1,660	2,807	2,892
704POO	Workers Compensation Insurance	1,940	3,200	3,372	3,372	3,600
	ADMINISTRATIVE EXPENSE					
719POO	Contractual Services	0	48,000	15,450	48,000	48,000
720POO	Insurance (Property & Casualty)	9,302	12,815	12,315	12,315	22,500
721POO	Workshops & Training	0	500	0	0	500
728POO	Other - parks	105	750	0	0	2,000
	FACILITIES					
732PO1	Supplies - community center/town hall	5,398	5,000	3,775	5,000	5,500
742PO1	Utilities - community center/town hall	1,980	1,750	1,041	1,750	1,800
779PO1	Janitorial Services - community center	3,822	3,850	2,596	4,500	4,500
731PO1	Maintenance & Repairs - comm. center/town hall	2,508	15,000	4,223	12,000	40,000
778PO1	Space to Create Community Room	40,598	136,500	29,921	85,000	106,650
782PO1	Visitor Center	0	0	2,174	11,377	0
783PO1	Broadband Carrier Neutral Station	1,956	1,800	1,231	2,650	2,750
	OPERATING EXPENSE					
731POO	Maintenance & Repair	4,851	15,000	4,657	10,000	17,500
732POO	Supplies & Materials	20,322	30,200	14,426	24,000	30,000
733POO	Tools	37	1,000	0	250	1,000
734POO	Safety Equipment	1,190	1,000	659	950	1,000
741POO	Telephone	692	1,000	366	750	1,000
742POO	Utilities	7,458	7,500	4,376	6,000	7,500
729POO	IT Services	7,406	450	245	420	475
730POO	Computer	1,338	600	350	600	600
779POO	Janitorial Service - parks	11,466	12,000	6,691	10,500	12,000
765POO	River Corridor Maintenance & Gravel Removal	0	0	0	0	0
767POO	Urban Forest Management	20,808	20,000	5,760	27,260	20,000
768POO	Mosquito Control	12,171	12,500	11,472	11,472	15,000
769POO	Weed Control	745	1,500	0	684	1,500
	VEHICLE EXPENSE					
760POO	Gas & Oil	5,129	5,000	1,306	2,200	4,000
761POO	Vehicle & Equipment Maint & Repair	1,233	4,000	2,265	4,500	4,500
	CAPITAL OUTLAY					
772POO	Equipment Purchase	16,004	0	0	0	35,000
775POO	Park Improvements	35,466	45,000	16,420	30,000	135,000
	PARKS & FACILITIES EXPEND. SUBTOTAL	305,061	516,174	214,702	429,959	660,207

GENERAL FUND		2022	2023	AS OF	ESTIMATED	2024
		ACTUAL	ADOPTED	AUG. 1, 2023	YR. END 2023	ADOPTED
			BUDGET			BUDGET
ACCOUNT #	EXPENDITURES					
	LAW ENFORCEMENT					
	PERSONNEL					
800GO3	Law Enforcement Wages	247,860	287,461	180,813	297,652	393,933
807GO3	Municipal Judge	726	1,656	1,656	1,656	1,656
808GO3	Municipal Court Clerk	4,140	4,140	2,415	4,140	4,140
801GO3	Employer Tax Expense	22,787	22,434	14,945	23,214	30,579
802GO3	Health Insurance	43,406	53,712	35,431	49,719	70,560
803GO3	Retirement Fund	10,377	11,498	9,236	13,798	15,757
804GO3	Workers Compensation Insurance	7,070	8,500	9,283	9,283	9,800
	OFFICE EXPENSE					
809GO3	Law Enforcement - Coverage	47,483	42,000	19,480	20,760	0
819GO3	Contractual Services	10,225	12,000	12,836	13,725	12,000
820GO3	IT Services	7,641	16,094	9,613	16,485	17,310
822GO3	Dues & Memberships	630	650	840	840	850
841GO3	Office Supplies	1,277	1,500	424	1,000	1,500
842GO3	Utilities	1,710	1,600	1,041	1,700	1,700
843GO3	Telephone	4,356	4,750	2,568	4,400	4,850
830GO3	Computer	4,167	3,000	1,524	3,075	3,075
849GO3	Office Equip - Maintenance/Repairs	0	100	0	0	100
	OPERATING EXPENSE					
832GO3	Equipment & Supplies	14,895	15,000	4,392	5,000	12,500
821GO3	Conferences, Workshops & Training	4,573	3,000	1,804	2,320	4,500
883GO3	Uniforms	1,302	2,500	1,596	2,500	3,500
884GO3	Traffic & Investigations	358	2,500	374	374	2,500
886GO3	Testing & Examinations	0	1,000	0	0	1,000
828GO3	Other - law enforcement	406	1,000	0	0	1,000
885GO3	Dispatch Services	56,498	66,821	33,410	66,821	69,661
834GO3	Multi-Jurisdictional Program Participation	6,000	15,923	0	15,923	30,150
835GO3	Community Outreach Programs	2,076	1,000	916	1,837	2,000
	VEHICLE EXPENSE					
860GO3	Gas & Oil	13,032	16,500	5,224	12,500	18,000
862GO3	Radio/Radar Repair	630	2,000	41	120	2,000
861GO3	Vehicle Maintenance & Repair	2,897	4,000	2,373	5,000	7,500
	CAPITAL OUTLAY					
870GO3	Vehicle Purchase	12,452	0	0	0	71,308
871GO3	Office Equipment Purchase	1,000	3,000	500	500	500
872GO3	Vehicle Leasing	0	7,000	7,774	8,600	0
	LAW ENFORCEMENT EXP. SUBTOTAL	529,974	612,339	360,509	582,942	793,929

GENERAL FUND		2022	2023	AS OF	ESTIMATED	2024
		ACTUAL	ADOPTED	AUG. 1, 2023	YR. END 2023	ADOPTED
			BUDGET			BUDGET
	TOTAL GENERAL FUND EXPENDITURES	2,940,384	4,306,598	2,208,995	3,913,341	4,096,970
	TRANSFER CAPITAL PROJECT - Heritage Park Improvements		70,000	1,660	3,320	
	TRANSFER CAPITAL PROJECT - Lena Street Paving Reserves	235,969		26,004	10,203	
	TRANSFER CAPITAL PROJECT - Athletic Park Improvements					100,000
	TOTAL TRANS. TO CAPITAL PROJECTS	235,969	70,000	27,664	13,523	100,000
	Tabor Emergency Reserves (3% of expenditures)		129,198		0	125,910
	ENDING GENERAL FUND BALANCE	3,485,263	2,733,513	2,829,532	3,996,859	3,052,622
	Restricted for Capital Improvement Fund		0		0	0
	(per GASBY 54)					

WATER ENTERPRISE FUND		2022	2023	AS OF	ESTIMATED	2024
		ACTUAL	ADOPTED	AUG 1, 2023	YR. END 2023	ADOPTED
			BUDGET			BUDGET
BEGINNING FUND BALANCE		1,294,095	1,730,481		1,765,923	2,152,452
ACCOUNT#						
460WOO	Water Service Charges	695,474	700,000	348,561	705,000	736,500
461WOO	Penalty Fees on Water Charges	3,538	3,000	1,975	3,700	3,500
462WOO	Transfer fees - water	920	500	300	820	500
464WOO	Material/Labor Reimbursement - water	23,358	25,000	17,125	22,340	25,000
463WOO	Tap Fees - water	60,400	90,000	180,600	386,567	66,000
465WOO	Other - water	48	100	0	0	100
466WOO	Grants - water	264,425	100,000	0	0	100,000
456WOO	Investment Income/Design Reserves	21,289	8,000	34,687	74,000	35,000
	TOTAL WATER FUND REVENUES	1,069,452	926,600	583,248	1,192,427	966,600
	TOTAL AVAILABLE RESOURCES	2,363,547	2,657,081	583,248	2,958,350	3,119,052
	EXPENDITURES					
	PERSONNEL					
900WOO	Water Wages	110,209	115,558	71,333	120,225	157,883
901WOO	Employer Tax Expense	8,342	8,840	5,457	9,197	12,078
902WOO	Health Insurance	26,046	26,856	19,812	28,087	35,280
903WOO	Retirement Fund	4,362	4,622	2,853	4,809	6,315
904WOO	Workers Compensation Insurance	744	4,500	2,281	4,044	5,000
	ADMINISTRATIVE EXPENSE					
920WOO	Insurance (Property & Casualty)	9,553	12,615	13,010	14,010	23,000
921WOO	Workshops & Training	561	1,500	800	800	3,500
919WOO	Wellness Program	1,339	1,750	1,084	1,750	2,100
914WOO	Consulting & Engineering Services	111,882	152,850	57,739	122,000	230,000
917WOO	IT Services	7,164	9,785	5,745	9,836	10,330
912WOO	Auditing Services	3,125	3,250	0	3,750	3,750
911WOO	Legal Services	241	2,500	0	0	2,500
918WOO	Permits - water	310	400	0	310	400
	OFFICE EXPENSE					
913WOO	Office - misc	287	1,000	253	500	1,000
915WOO	Dues & Memberships	447	500	345	500	500
916WOO	Filing Fees/Recording Costs	7	150	7	20	150
942WOO	Utilities	27,692	25,000	17,143	26,500	26,000
943WOO	Telephone	2,031	2,500	983	1,850	2,500
930WOO	Computer	2,948	2,900	1,241	1,750	3,200
941WOO	Office Supplies	1,945	1,500	678	1,350	2,000
947WOO	Records Management	111	200	0	100	200
948WOO	Office Equipment - Leases	314	400	201	625	650
949WOO	Office Equipment - Maint & Repairs	0	250	0	0	250
951WOO	Postage - water	2,235	2,500	1,554	3,000	3,000
952WOO	GIS Mapping - water	714	1,500	517	1,850	9,850
	OPERATING EXPENSE					
931WOO	Maintenance & Repairs	90,679	510,000	40,745	75,000	520,000
932WOO	Supplies & Materials	32,694	90,000	31,148	50,000	90,000
933WOO	Tools	176	3,000	0	1,500	3,000
988WOO	Taps & Meters	47,519	150,000	77,749	150,000	125,000
989WOO	Plant Expenses - water	19,800	22,000	11,550	22,000	22,000
934WOO	Safety Equipment	724	1,000	1,004	1,500	1,500
990WOO	Testing - water	7,898	8,000	2,278	5,200	8,000
987WOO	Weed Control	745	1,500	0	684	1,500
928WOO	Other - water	776	500	77	50,115	1,500
	VEHICLE EXPENSE					
960WOO	Gas & Oil	7,909	7,500	2,593	5,000	7,500
961WOO	Vehicle & Equipment Maint & Repair	11,649	7,000	3,253	9,500	7,500

WATER ENTERPRISE FUND		2022	2023	AS OF	ESTIMATED	2024
		ACTUAL	ADOPTED	AUG 1, 2023	YR. END 2023	ADOPTED
			BUDGET			BUDGET
	CAPITAL OUTLAY					
971WOO	Office Equipment Purchase	1,028	500	0	0	2,000
972WOO	Equipment Purchase	0	25,000	25,118	25,118	1,668
	DEBT SERVICE					
993WOO	Debt Service - CWRPDA	22,500	22,500	11,250	22,500	22,500
998WOO	Debt Service - CWCB	30,918	30,918	0	30,918	30,918
999WOO	Debt Service - CWRPDA (2)					15,000
	TOTAL WATER FUND EXPENDITURES	597,624	1,262,844	409,801	805,898	1,401,022
	TRANSFER CAPITAL PROJECT - Water Line Replacement					50,000
	Reserved per financing agreement with CWCB		3,918			3,918
	ENDING WATER FUND BALANCE	1,765,923	1,390,319		2,152,452	1,664,112

SEWER ENTERPRISE FUND		2022	2023	AS OF	ESTIMATED	2024
		ACTUAL	ADOPTED	AUG. 1, 2023	YR. END 2023	ADOPTED
			BUDGET			BUDGET
	BEGINNING SEWER FUND BALANCE	1,134,404	1,220,300		1,227,470	1,736,343
ACCOUNT#						
	REVENUES					
460SOO	Sewer Service Charges	329,083	328,000	165,749	337,500	358,000
461SOO	Penalty Fees on Sewer Charges	3,538	3,000	1,975	3,800	3,500
462SOO	Transfer Fees - sewer	860	500	300	740	500
464SOO	Material/Labor Reimbursement - sewer	560	2,500	17,121	17,567	3,500
463SOO	Tap Fees - sewer	49,640	90,000	162,800	468,521	66,000
465SOO	Other - sewer	15	100	0	0	100
466SOO	Grants - sewer	3,272	0	0	0	0
456SOO	Investment Income - Desgn Reserves	18,732	8,000	28,508	61,200	30,000
	TOTAL SEWER FUND REVENUES	405,700	432,100	376,453	889,328	461,600
	TOTAL AVAILABLE RESOURCES	1,540,104	1,652,400	376,453	2,116,798	2,197,943
	EXPENDITURES					
	PERSONNEL					
900SOO	Sewer Wages	68,658	105,375	64,976	109,557	74,810
901SOO	Employer Tax Expense	5,133	8,061	4,971	8,381	5,723
902SOO	Health Insurance	14,668	26,856	19,232	28,271	21,168
903SOO	Retirement Fund	2,423	4,215	2,083	3,866	2,992
904SOO	Workers Compensation Insurance	1,568	4,500	2,199	4,044	3,400
	ADMINISTRATIVE EXPENSE					
920SOO	Insurance (Property & Casualty)	9,553	12,615	12,789	12,789	23,000
921SOO	Workshops & Training	216	1,500	450	450	3,000
914SOO	Consulting & Engineering Services	25,890	75,500	17,706	35,000	136,705
917SOO	IT Services	7,139	9,784	5,745	9,836	10,330
912SOO	Auditing Services	3,125	3,250	0	3,750	3,750
911SOO	Legal Services	0	1,000	0	0	1,000
919SOO	Wellness Program	1,339	2,100	1,050	2,100	1,400
	OFFICE EXPENSE					
913SOO	Office - misc	196	1,000	137	150	1,000
915SOO	Dues & Memberships	382	500	260	500	500
916SOO	Filing Fees/Recording Costs	7	150	7	150	150
941SOO	Office Supplies	1,862	1,500	568	1,200	1,500
942SOO	Utilities	50,790	50,000	25,138	48,000	50,000
943SOO	Telephone	1,575	2,200	1,203	2,300	2,300
930SOO	Computer	2,648	2,600	1,066	1,450	2,850
947SOO	Records Management	111	200	0	50	200
948SOO	Office Equipment - Leases	157	400	101	190	450
949SOO	Office Equipment - Maint & Repairs	0	250	0	0	250
951SOO	Postage - sewer	1,767	2,000	1,126	1,800	2,000
952SOO	GIS Mapping - sewer	234	1,500	277	1,300	9,850
	OPERATING EXPENSE					
931SOO	Maintenance & Repairs	64,612	60,000	13,999	15,500	65,000
932SOO	Supplies & Materials	6,708	10,000	5,402	16,500	10,000
933SOO	Tools	176	1,000	0	1,000	1,500
918SOO	Testing & Permits	7,931	15,000	2,599	8,500	15,000
928SOO	Other - sewer	885	500	90	1,200	
934SOO	Safety Equipment	1,274	900	1,140	1,500	1,500
987SOO	Weed Control	745	1,500	0	684	1,500
	VEHICLE EXPENSE					
960SOO	Gas & Oil	6,145	7,500	2,650	5,000	7,500
961SOO	Vehicle & Equipment Maint & Repairs	1,090	3,500	2,691	7,500	5,000
	CAPITAL OUTLAY					
971SOO	Office Equipment Purchase	285	500	0	400	2,000
972SOO	Equipment Purchase	0	25,000	25,118	25,118	1,668
978SOO	Bio-Solid Removal	7,427	5,000	0	6,504	150,000
	DEBT SERVICE					
996SOO	Debt Service - DOLA	15,915	15,915	0	15,915	15,915
	TOTAL SEWER FUND EXPENDITURES	312,634	463,371	214,773	380,455	634,911

SEWER ENTERPRISE FUND						
	2022	2023	AS OF	ESTIMATED	2024	
	ACTUAL	ADOPTED	AUG. 1, 2023	YR. END 2023	ADOPTED	
		BUDGET			BUDGET	
Reserves for Wastewater Plant Improvements		100,000		100,000	100,000	
ENDING SEWER FUND BALANCE	1,227,470	1,189,029	161,680	1,736,343	1,563,032	

RIDGWAY GENERAL IMPROVEMENT DISTRICT # 1

	2022	2023	AS OF	ESTIMATED	2024
	ACTUAL	ADOPTED	AUG. 1, 2023	YR. END 2023	ADOPTED
		BUDGET			BUDGET
BEGINNING FUND BALANCE		30,561		30,561	30,576
REVENUES					
Operation & Maint. (Ballot #5A, 1996)					
Debt Increase (Ballot#5B, 1996)					
Interest		15		15	15
TOTAL GID #1 REVENUES	0	15		15	15
TOTAL AVAILABLE RESOURCES	0	30,576		30,576	30,591
EXPENDITURES					
OPERATING EXPENSE					
Construction & Paving					
Administration/Engineering/Legal		1,350		0	
Maintenance					
CAPITAL OUTLAY					
Chipseal/Overlay Streets					
Highway Enhancement Projects # 3&4					
Culvert & Drainage Improvements					
TOTAL GID #1 EXPENDITURES	0	1,350		0	0
ENDING FUND BALANCE	0	29,226		30,576	30,591

CAPITAL PROJECTS FUND - RAMP Project Note Account						
		2022	2023	AS OF	ESTIMATED	2024
		ACTUAL	ADOPTED	AUG. 1, 2023	YR. END 2023	ADOPTED
			BUDGET			BUDGET
ACCOUNT#						
	REVENUES					
4001GOO	Property Tax		0			
	Transfer from restricted Cap Imprv Acc	120,647	117,712		117,712	119,776
	TOTAL REVENUES	120,647	117,712	0	117,712	119,776
	PROJECT EXPENDITURES					
591GOO	Note Principal & Interest Payment Aml	120,647	117,712		117,712	119,776
	TOTAL EXPENDITURES	120,647	117,712	0	117,712	119,776

CAPITAL PROJECTS FUND - North Lena Street Paving						
		2022	2023	AS OF	ESTIMATED	2024
		ACTUAL	ADOPTED	AUG. 1, 2023	YR. END 2023	ADOPTED
			BUDGET			BUDGET
ACCOUNT#						
	REVENUES					
2100A	Developer Contribution	574,452		-26,004	-26,004	
2100B	Grant - Colorado Dept of Transportatio	150,000				
	Town Budgeted Contribution	235,969			10,203	
	TOTAL REVENUES	960,421	0	-26,004	10,203	0
	PROJECT EXPENDITURES					
CP2100	Construction	846,023			8,723	
CP2101	Project Management & Oversight	66,200			1,480	
CP2102	Design, Survey, Engineering	48,198				
	TOTAL EXPENDITURES	960,421	0	0	10,203	0

CAPITAL PROJECTS FUND - Water Line Replacement - Water Plant to Moffat Street						
		2022	2023	AS OF	ESTIMATED	2024
		ACTUAL	ADOPTED	AUG. 1, 2023	YR. END 2023	ADOPTED
			BUDGET			BUDGET
ACCOUNT#						
	REVENUES					
2200A	Loan-State Revolving Funds(CWRPDA)					650,000
2200B	Grant - Energy Impact Funds (DOLA)					600,000
	Town Contribution					50,000
	TOTAL REVENUES					1,300,000
	PROJECT EXPENDITURES					
CP2200	Design and Engineering					50,000
CP2201	Project Management & Oversight					49,800
CP2202	Construction					1,200,200
	TOTAL EXPENDITURES					1,300,000

CAPITAL PROJECTS FUND - Athletic Park Master Plan Implementation						
		2022	2023	AS OF	ESTIMATED	2024
		ACTUAL	ADOPTED	AUG. 1, 2023	YR. END 2023	ADOPTED
			BUDGET			BUDGET
ACCOUNT#						
	REVENUES					
2300A	Town Contribution					100,000
	TOTAL REVENUES					100,000
	PROJECT EXPENDITURES					
CP2300	Parking Lot					100,000
	TOTAL EXPENDITURES	0	0	0	0	100,000

Resolution No. 24-02

A RESOLUTION OF THE TOWN OF RIDGWAY, STATE OF COLORADO,
APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS IN THE AMOUNT
AND FOR THE PURPOSE AS SET FORTH BELOW FOR THE 2024 BUDGET YEAR

WHEREAS, the Town Council has adopted the annual budget in accordance with the Town Charter on January 10, 2024; and

WHEREAS, the Town Council has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

WHEREAS, appropriating the revenues provided in the budget to and for the purposes described below, establish a limitation on expenditures for the operations of the Town of Ridgway pursuant to the Charter.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF RIDGWAY, COLORADO:

Section 1. The following sums are hereby appropriated from the revenue of each fund for the purposes stated:

GENERAL FUND

Current Operating Expenses	\$ 4,096,970
Capital Projects	\$ 100,000
Debt Service	\$ 119,776
Total General Fund Expenditures	\$ 4,316,746

WATER FUND

Current Operating Expenses	\$ 1,332,604
Capital Projects	\$ 50,000
Debt Service	\$ 68,418
Total Water Fund Expenditures	\$ 1,451,022

SEWER FUND

Current Operating Expenses	\$ 618,996
Capital Projects	\$ 0
Debt Service	\$ 15,915
Total Sewer Fund Expenditures	\$ 634,911

APPROVED AND ADOPTED this 10th day of January, 2024

<hr/>	Attest:	<hr/>
John I. Clark		Pam Kraft, MMC
Mayor		Town Clerk/Treasurer

Resolution No. 24-03

**A RESOLUTION OF THE TOWN OF RIDGWAY, STATE OF COLORADO,
ADOPTING THE PROPERTY TAX LEVY FOR THE YEAR 2024
FOR CERTIFICATION TO THE OURAY COUNTY COMMISSIONERS**

WHEREAS, the Town Council of the Town of Ridgway, has adopted on January 10, 2024 the 2024 annual budget in accordance with its Charter; and

WHEREAS, such budget provides for property tax revenues for general operating purposes of \$529,856; and

WHEREAS, as such budget provides for property tax revenues necessary for debt service payment for the 2016 streetscape bond of \$0; and

WHEREAS, the valuation for assessment for the Town of Ridgway as certified by the County Assessor is \$61,247,950.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF RIDGWAY, COLORADO:

Section 1. That for the purpose of meeting general operating expenses of the Town of Ridgway during the 2024 budget year, a property tax mill levy of 8.651 mills is hereby adopted for certification to the Ouray County Commissioners.

Section 2. That for the purpose of payment of the debt service on the streetscape bond a property tax levy of 0 mills is hereby adopted for certification to the Ouray County Commissioners.

Section 3. The Treasurer is hereby authorized and directed to immediately certify to the County Commissioners of Ouray County, Colorado, the adopted mill levies for the Town of Ridgway as hereinabove determined and set, to be levied by said Commissioners as taxes against real and personal property within the Town, in accordance with law.

APPROVED AND ADOPTED this 10th day of January, 2024.

John I. Clark
Mayor

ATTEST:

Pam Kraft, MMC
Town Clerk/Treasurer

AGENDA ITEM #8



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: January 4, 2024
Agenda Topic: **Ordinance No. 08-2023 Increasing the Rate of the Lodging Tax and Revising the Use of the Proceeds Thereof and Other Provisions in Accordance with the Voter Approved Ballot Issue**

SUMMARY

In August 2023, after many months of discussions to evaluate strategies for a dedicated revenue source for affordable housing, Council adopted Resolution No. 23-11, referring a local Lodging Tax ballot question to the November 7th Coordinated Election. Ballot Issue 2A was passed by voters on November 7th, with results showing 65.96% of voters in favor of the ballot issue and 34.04% of voters in opposition. Now that voters have authorized an increase to the Lodging Tax and a modification to how the proceeds are used, an ordinance is now required to implement those changes. The attached Ordinance, if approved on second reading, would amend *Chapter 3 – Finance* of the Ridgway Municipal Code to implement the voter authorized changes. The ordinance would take effect on March 1, 2024. First reading of the attached Ordinance was approved on December 13, 2023.

RECOMMENDED MOTION:

"I move to approve, on second reading, Ordinance No. 08-2023 Increasing the Rate of the Lodging Tax and Revising the Use of the Proceeds Thereof and Other Provisions in Accordance with the Voter Approved Ballot Issue."

ATTACHMENT:

Ordinance No. 08-2023

**TOWN OF RIDGWAY, COLORADO
ORDINANCE NO. 08-2023**

**AN ORDINANCE OF THE TOWN OF RIDGWAY, COLORADO
INCREASING THE RATE OF THE LODGING TAX
AND REVISING THE USE OF THE PROCEEDS THEREOF
AND OTHER PROVISIONS IN ACCORDANCE WITH A
VOTER APPROVED BALLOT ISSUE**

WHEREAS, the Town of Ridgway, Colorado (“Town”) is a home rule municipality existing pursuant to the laws of the Colorado Constitution, the Colorado Revised Statutes and the Town's Home Rule Charter; and

WHEREAS, the voters of the Town of Ridgway approved Ballot Issue 2A at the November 7, 2023 election authorizing an increase in the Lodging Tax, which requires an ordinance to implement.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF RIDGWAY, COLORADO, as follows:

Section 1. Recitals Incorporated. The above and foregoing recitals are incorporated herein by reference and adopted as findings and determinations of the Town Council.

Section 2. Amendment to Chapter 3 – Finance. *Subsection 3-3-1 – Imposition of Tax and Allocation of Proceeds* of the Ridgway Municipal Code is hereby amended to read as follows:

3-3-1 – IMPOSITION OF TAX AND ALLOCATION OF PROCEEDS.

- (A) There is hereby levied and charged a Lodging Tax upon the business of furnishing rooms or accommodations for consideration in a hotel, motel, apartment hotel, lodging house, motor hotel, guest house, or other similar lodging businesses in the amount of six percent (6.0%) of the entire amount charged for furnishing the room or accommodations.
- (B) The amounts subject to the tax, shall not include sales and use taxes, telephone, laundry, food and drink services, and other services incidental to the furnishing of the lodging, which are billed separately to the customer.
- (C) Fifty percent (50%) of the net lodging tax revenues received by the Town shall be used for tourism promotion and economic development purposes. Fifty percent (50%) of the net lodging tax revenues shall be used for the development, operation, maintenance of, and any other actions by the Town, or in partnership, to provide workforce support which includes the following:

- (1) affordable and workforce housing;
- (2) childhood care and education;
- (3) fund programs to facilitate homeownership; and
- (4) other actions and programs not inconsistent with these purposes.

(D) No vendor processing fee shall apply to the lodging tax revenues received. The Town shall maintain appropriate accounts therefore.

Section 3. Effective Date. The changes to the rate of the Lodging Tax shall take effect on March 1, 2024.

Section 4. Severability. If any provision of this Ordinance, or the application of such provision to any person or circumstance, is for any reason held to be invalid, such invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable. The Town Council hereby declares that it would have passed this Ordinance and each provision thereof, even though any one of the provisions might be declared unconstitutional or invalid.

Section 5. Safety Clause and Authority. The Town Council hereby finds, determines and declares that this Ordinance is promulgated under the general police power of the Town of Ridgway, that it is promulgated for the health, safety and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Town Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be obtained.

Section 6. Publication. The Town Clerk is ordered to publish this Ordinance in accordance with Article 3-9 of the Ridgway Charter.

INTRODUCED before the Town Council of the Town of Ridgway, Colorado on the 13th day of December, 2023.

**TOWN OF RIDGWAY, COLORADO,
A HOME-RULE MUNICIPALITY**

By _____
John I. Clark, Mayor

ATTEST:

Pam Kraft, Town Clerk

Approved As to Form:

Bo James Nerlin, Town Attorney

HEARD AND FINALLY ADOPTED by the Town Council of the Town of Ridgway, Colorado, this 10th day of January, 2024.

**TOWN OF RIDGWAY, COLORADO,
A HOME-RULE MUNICIPALITY**

By _____
John I. Clark, Mayor

ATTEST:

Pam Kraft, Town Clerk

Approved As to Form:

Bo James Nerlin, Town Attorney

AGENDA ITEM #9



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: January 4, 2024
Agenda Topic: **Adoption of the 2024 Five- and Ten-Year Capital Improvement Plans**

ACTION BEFORE COUNCIL:

Council is asked to review and adopt the 2024 Five- and Ten-Year Capital Improvement Plans.

SUMMARY:

Please find attached the 2024 Five- and Ten-Year Capital Improvement Plans. Both plans are organized by fund and outline a schedule of public expenditures. The plans provide for large, physical improvements that are permanent in nature that are needed for the functioning of the community, including parks, infrastructure, utilities, and municipal facilities improvements.

RECOMMENDED MOTION:

Once Council has finalized its review and provided any modifications, the appropriate motion to be considered is: "I move to adopt the 2024 Five- and Ten-Year Capital Improvement Plans."

ATTACHMENT:

2024 Five- and Ten-Year Capital Improvement Plans

5 Year Capital Improvement Project
2024-2028 **General Fund**

Project	Estimated Cost	Budget Line Item
Dennis Weaver Memorial Park - Vault Restroom Facility		
Amelia Street Construction Project	\$4,000,000	
Acquisition and Managed Use of South Railroad Street Right-of-Way		
Master Plan Implementation & Subdivision Updates		
Expand Middle Mile Fiber Network Through Rest of Town		
Heritage Park - Construction Doc's		
Town Hall Assessment & Design for Reconfiguring		
Purchase of an Affordable Housing Unit		
Acquisition of Two Blocks of N. Laura Street for Right-of-Way		
Traffic Plan and Mitigation on N. Laura Street		
Micro Grid on Space to Create Building	\$70,000	778PO1
Dog Park		
Replace Two Trucks in Parks Department		
Purchase of Property in River Park Subdivision	\$80,000	572GOO
Patrol Vehicle Buy Out - 2023 Chevy Tahoe	\$61,308	870GO3
Mobile Radar Trailer	\$10,000	870GO3
Playground Structure and Pour-In Place Geo Grid (replace existing in Hartwell Park)	\$85,000	775POO
Sound System with Condenser Microphones for Community Center	\$15,000	571GOO
Implementation of Athletic Park Master Plan - Parking Lot	\$100,000	CP2300
Revised Master Plan for Green Street Park	\$25,000	519GOO
Pedestrian Crossing Over/Under Pass on Highway 550		
Note: a yellow line delineates an item included in the 2024 Fiscal Year Budget		

5 Year Capital Improvement Project
2024-2028 **Water Fund**

Project	Estimated Cost	Budget Line Item
Water Utility Augmentation (increase reliable water supply)	\$750,000	
Water Conservation Plan / Basin Protection Implementation	\$25,000	
Video Inspection of Transmission Lines	\$57,500	
Extend Water Mains Downtown (as needed)	\$135,000	
GAC Equipment (offset by \$100,000 & \$261,152 in grant funds)	\$400,000	931WOO
Second River Crossing of Lines	\$150,000	
Increase Storage East of the Uncompahgre River	\$750,000	
Water Collection System - Piping Ridgway Ditch & Headgate	\$1,500,000	
Micro Hydro Construction	\$1,000,000	
Replace Two Modules	\$150,000	
Feasibility Study of Micro Hydro Construction & Piping Ridgway Ditch	\$40,000	
Meter & MXU Replacement 5 Year Plan (completed in 2024)	\$45,000	988WOO
Repair Flow Measuring Devices at Ridgway Ditch and Lake O	\$50,000	931WOO
Water Line Replacement - Water Plant to Moffat (loan \$650,000/grant \$600,000)	annual loan payments	CP2200/999WOO
Water Court Filings	\$60,000	914WOO
Anchor Site for Wi-Fi Connection to Water Plant		
Note: a yellow line delineates an item included in the 2024 Fiscal Year Budget		

5 Year Capital Improvement Project
2024-2028 Sewer Fund

Project	Estimated Cost	Budget Line Item
Preliminary Needs Assessment and Design Treatment Plant	\$74,375	914SOO
Design and Install Secondary Discharge Pipe	\$10,000	
Emergency Generator	\$80,000	
Fine Bubble Diffuser System or Replace Aeration	\$425,000	
Reserves for Wastewater Treatment Plant Improvements	\$100,000	
BioSolid Removal from Wastewater Treatment Ponds	\$150,000	978SOO
Note: a yellow line delineates an item included in the 2024 Fiscal Year Budget		

10 Year Capital Improvement Project
2024-2034 **General Fund**

Project	Estimated Cost	Budget Line Item
Implementation of Athletic Park Master Plan		
Heritage Park - Plan Implementation with Visitor's Center Improvements	\$1,000,000	
Heritage Park - ADA Restroom	\$130,000	
Improve Drainage at Park-n-Ride Lot at Fairgrounds		
Green Street Park Improvements		
Chip Seal or Hard Surface Streets Throughout Town		
Stormwater Drainage Improvements		
Install Sidewalks Throughout Town		
Uncompahgre RiverWay Trail - Regional Partnership to connect Montrose to Ouray		
Rollans Park - Restoration Project, In-Stream Improvements		
Scanning and Electronic File Management Plan		

10 Year Capital Improvement Project
2024-2034 **Water Fund**

Project	Estimated Cost	Budget Line Item
Water Storage Tank Painting (2029)	\$300,000	
Water Collection System - Piping Ridgway Ditch / Headgate	\$1,500,000	
Presedimentation Ponds Improvements and Piping	\$250,000	
Increase Capacity by the Lake Outfall (400' of 12" Line)	\$45,000	
Dallas Ditch Water into Cottonwood Creek		
Develop Hydraulic Model of Distribution System	\$50,000	
Replace John Deere Backhoe		
Feasibility Study of Expansion of Water Treatment Plant		
Expansion of Water Treatment Plant	\$1,000,000	

10 Year Capital Improvement Project
2024-2034 **Sewer Fund**

Project	Estimated Cost	Budget Line Item
Lift Station Equipment Replacement		
Upgrade the Treatment System (when loading reaches 80% of approved design capacity - 0.194 MGD and 400 ppd of BOD)	\$100,000	
Mechanical Wastewater Treatment Plant	\$7,500,000	

AGENDA ITEM #10



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: January 4, 2024
Agenda Topic: **Adoption of the 2024 Strategic Plan**

ACTION BEFORE COUNCIL:

Council is asked to review, make changes if necessary, and adopt the 2024 Strategic Plan.

SUMMARY:

Please find attached the 2024 Strategic Plan. The Strategic Plan is an effective policy document and a primary tool in implementing the Master Plan, other adopted plans and special projects of the Council. Once adopted, the Strategic Plan informs the community of near and longer-term directive actions and investments planned by the Council, and it provides clear direction to Town staff for preparing the budget and developing work plans that detail the timing and approaches to complete the work. While it does not account for all Town Council direction, unforeseen needs or opportunities, other day-to-day or prioritized internal staff work, or other matters on Council agendas, it does set forth major undertakings through the planning horizon.

RECOMMENDED MOTION:

Once Council has finalized its review and provided any modifications, the appropriate motion to be considered is: "I move to adopt the 2024 Strategic Plan."

ATTACHMENT:

2024 Strategic Plan

TOWN OF RIDGWAY

2024 STRATEGIC PLAN

COMMUNITY VISION

Ridgway is a vibrant, welcoming, and community-minded small town situated in a beautiful mountain valley. We are diverse in age, background, and economic means. We share a deep connection to the outdoors, the lifelong pursuit of learning, and our railroad, ranching, and creative cultures. We are committed to being economically and ecologically sustainable.

COMMUNITY VALUES & GOALS

Achieving our vision will require us to strive to maintain certain aspects of Ridgway that the community values today, while recognizing that we will need to adapt in the face of a certain amount of growth and change over the next ten to twenty years. Our ability to adapt successfully will require a continual focus on—and balance between—five community values: healthy natural environment, sense of community and inclusivity, small town character and identity, vibrant and balanced economy, and well-managed growth.

Community Value 1

Healthy Natural Environment

From the Uncompahgre River to the Sneffels and Cimarron mountain ranges, Ridgway's incredible natural surroundings, and the recreational opportunities they provide, are some of the top reasons residents choose to live in our community. Protecting both the scenic values and ecological functions of natural areas in and surrounding Ridgway through responsible environmental practices is something the community values strongly. Ridgway must grow in a way that is attuned to its natural environment to protect these valuable resources. Ridgway residents must also be aware of the changes to our local environment that could arise as a result of climate change.

Goals:

ENV-1: Preserve, protect, and restore natural habitats, including for wildlife and ecosystems.

ENV-2: Strengthen the Uncompahgre River corridor as a community asset and environmental resource.

ENV-3: Proactively manage and protect Ridgway's water resources.

ENV-4: Advocate for the efficient use of resources and sustainable practices that work to eliminate harmful impacts to the health of the community or natural environment.

ENV-5: Maintain a healthy and resilient community forest.



	Healthy Natural Environment: 2023 Strategy	Responsible Party
1	Develop, as required by the EPA's finalized Lead and Copper Rule Revisions, a Service Line Inventory and Lead Service Line Replacement Plan to submit to the Water Quality Control Division by October 16, 2024.	Manager/PW
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.	PW/Manager
3	Review Adequate Water Supply Rules in RMC 7-6 and update regulations.	Manager/Eng.
4	Ensure the cost of water is understood and user fees are in line with costs.	Manager/Eng.
5	Pursue appropriate actions to change the newly acquired water rights to municipal and augmentation purposes.	Attorney/Eng./Manager
6	Make available educational materials on radon mitigation, and water and energy conservation, and periodically communicate this information via the Town website and other communication channels.	Building
7	Participate on the Sneffels Energy Board and work with the Board and EcoAction Partners to implement the objectives and supporting actions detailed in the <i>San Miguel & Ouray County Regional Climate Action Plan</i> in order to help our community continue to reduce our greenhouse gas emissions from our 2010 GHG emissions baseline.	Manager
8	Continue working with Ouray County Vegetation Management on implementation of the Town's Integrated Weed Management Plan and to manage weeds in Ridgway more aggressively. Continue following the policy set forth in Resolution No. 22-01, Amending the Policy Relative to Noxious Weed Management. The policy now allows for the application of chemical-based herbicides when deemed necessary by Town staff and Ouray County Vegetation Management personnel, as long as the application falls in line with the Chemical Application and Protocol Recommendations found in the Integrated Weed Management Plan.	Manager/PW
9	Implement the items identified in the first phase/first year of the Town's newly established Growing Water Smart Action Plan.	Manager/PW
10	Support and promote the Sustainability Advisory Board as members work to, among many other things, advance and encourage environmentally sustainable practices and ideas within the Town. Some of the priorities and work plan items for 2024 may include but are not limited to: <ul style="list-style-type: none"> Enhance education on regional sustainability/climate action efforts. Explore establishing a Town goal to reach net-zero GHG emissions. 	Manager/Clerk

	<ul style="list-style-type: none"> Explore a mandate for all new construction (commercial and residential) to be all-electric ready and solar ready. Explore enactment of an energy code that achieves equivalent or better energy performance than the 2021 international energy conservation code and the model electric and solar ready code developed by the energy code board. 	
11	Work with SMPA to install a microgrid on the roof of Ridgway Space to Create to achieve redundant backup power for the Decker Community Room. Assist SMPA as they explore grant funding opportunities like the Microgrids for Community Resilience Program through the Colorado Department of Local Affairs.	Manager
12	Work with SMPA to further the concept of a Solar Garden Microgrid at Green Street Park to serve the Ridgway community. System characteristics may include: four-hour batter bank to provide backup power for community circuits at the point of interconnect, solar array output can be secured for Ridgway residents who participate in SMPA's Totally Green Program, and up to 50% of solar array output can be reserved for low-and moderate-income residents.	Manager
13	Identify a consultant to undertake a master planning process for Green Street Park and to develop a master plan document for the Town to follow and implement.	Manager
14	Make available educational materials on tree species recommendations and the Town's landscape regulations to encourage water conservation and require low water usage landscaping or xeriscaping.	Planner/Building
15	Perform state-mandated requirements for backflow prevention and cross-connection control outreach, reporting and tracking.	Manager/PW
16	Research and develop regulations or a policy specific to grease traps.	Manager/PW
17	Research and continue evaluating the development of regulations to establish a graywater control program that meets the requirements of Regulation 86.	Manager
18	Install water meter at water tanks.	PW
19	Repair and maintain wastewater lines; replace pond liner; complete recirculation project.	PW/Manager
20	Develop a Preliminary Needs Assessment that makes recommendations for improvements to the current wastewater treatment system and identifies future needs.	Eng.
21	Remove gravel from Uncompahgre River in Rollans Park and continually improve the area.	PW
22	Evaluate results of <i>Uncompahgre River Corridor Ecological Assessment and Technical Report</i> and explore implementation of the recommended restoration opportunities and river management actions.	Manager/PW
23	To support operations and when needed, acquire roll-off bins for green waste and composting from local companies that manage organic waste.	PW
24	Ensure the Town's responsibilities, as described in <i>Resolution No. 21-09 Rights of Nature</i> , are met, and ensure good stewardship of the Uncompahgre River, its tributaries, and its watershed.	Manager
25	Host annual Town Cleanup Day event and Adopt-A-Highway Cleanup events.	Manager/PW
26	Explore and better understand the financial implications, impacts, and overall viability of procuring electric vehicle(s) to serve as patrol vehicles for the Ridgway Marshal's Office. Establish an Asset Management Plan, complete with a replacement schedule, for the existing fleet of police vehicles.	Marshal

Community Value 2

Sense of Community & Inclusivity

Another aspect of living in Ridgway that residents highly value is the community, its inclusivity, and its diversity. Ridgway's residents represent a range of age groups, income levels, cultures, lifestyles, and political persuasions, and describe each other as friendly, welcoming, and close-knit. Residents also value how the community comes together in times of crisis or need to help one another. This strong sense of community is also demonstrated in how engaged residents are with Town affairs. Trends like increasing housing costs and a lack of affordable childcare make it difficult for many people to live in Ridgway. Looking to the future, residents would like to see Ridgway remain a diverse and inclusive community, not one that is homogeneous and unwelcoming of "others." Residents want to avoid the kinds of changes that have occurred in other small mountain towns, such as an influx of second homeowners.



Goals:

COM-1: Maintain Ridgway as a community that is accessible to a range of income levels, ages, and households.

COM-2: Encourage a diversity of housing options that meet the needs of residents.

COM-3: Encourage citizen participation and dialogue with elected and appointed officials and town administration in order to foster broad-based representation and input for local government decisions.

COM-4: Strive to be a model for transparency, efficiency, and good governance.

COM-5: Encourage a range of health, human, youth, senior, and other community services in Ridgway.

COM-6: Support education and lifelong learning in our community.

COM-7: Provide public safety and emergency response services to engage and protect the community.



	Sense of Community and Inclusivity: 2023 Strategy	Responsible Party
1	Continue the process of equipping the Decker Community Room to increase versatility and for use by a variety of user groups. Explore retaining a coordinator, on a contract basis, for the gallery space within the Decker Room.	Community Initiatives/Manager
2	Complete the next series of Ridgway Municipal Code updates and planning projects, as recommended by the Planning Commission and Town Council. These include: <ul style="list-style-type: none"> • Analysis of Town's commercial, industrial and residential portfolio. • Review and update the Town's parking standards. • Draft and codify the regulations for Section 7-7 of the Ridgway Municipal Code titled, "Affordable Housing". • Review and update the Town's regulations for Accessory Dwelling Units. 	Manager/Planner
3	Work with developers through the Planned Unit Development process to secure deed restricted workforce housing.	Planner/Manager
4	Continue efforts on workforce housing. Now that the Town has determined its baseline amount of affordable housing units and has formally filed a commitment with the Division of Housing to opt in to Proposition 123, the Town should explore and potentially pursue funding programs that will help increase the affordable housing stock above the baseline amount. Continue regular communication with regional partners.	Manager
5	Organize and facilitate one regional law enforcement training opportunity.	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
7	Support the Ouray County Victim Services Program to grow and promote the Program/victim advocacy and victim's rights.	Marshal
8	Develop a community outreach 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.	Marshal/Community Initiatives/PW
9	Promote the Athletic Park Pavilion as a Town facility and community amenity that is available for rent.	Manager/Clerk
10	Provide in-kind support to the Ridgway Community Garden by extending the gravel base area where the shed is located.	PW
11	Work with Ouray County Plaindealer staff to continue monthly newspaper advertisements to showcase what's going on at the Town of Ridgway.	Manager
12	Explore retaining a consultant to assist with social media management and potentially to develop a social media strategy for the Town.	Manager/Community Initiatives

13	Replace the aging playground equipment/structure in Hartwell Park. Locate grant opportunities to help bring the project to fruition.	PW/Clerk/Manager
14	Replace audio system in Community Center for public meetings.	Clerk/Manager
15	Develop procedures for solicitation, evaluation and funding for a Town of Ridgway Community Grant Program.	Manager/Clerk

Community Value 3

Small Town Character & Identity

Although they may differ on how to define “small town character,” residents feel strongly that it’s a key part of Ridgway’s identity. This small town character is evident in the size of the community, the slower and more laid back pace of life, the unpaved streets, the surrounding ranch land and associated activities, the ability of residents to easily walk from one end of town to the other, and the many activities and businesses that are geared toward locals. Although these characteristics are common among many small towns across Colorado, Ridgway stands out from other tourism-dependent communities as a town that relies on tourism to some degree—but retains its commitment to locals and still feels very much like a “real” community. Beyond small town character, this feeling is derived from a blend of Ridgway’s historic past as a western railroad town, its ranching and agricultural community, its proximity to the mountains and outdoor recreation, and its Creatives and innovative entrepreneurs.

Goals:

CHR-1: Support vibrant, diverse, safe, and well-connected neighborhoods.

CHR-2: Protect and preserve Ridgway’s historic assets.

CHR-3: Promote Ridgway’s identity as a ranching and agricultural community and preserve the rural character of landscapes surrounding Ridgway.

CHR-4: Promote Ridgway’s identity as a creative and innovative community where creative individuals and enterprises thrive.

CHR-5: Promote a range of opportunities and spaces for community gatherings and interactions.

CHR-6: Maintain and enhance Ridgway’s gateways, entry-corridors, and scenic vistas.

CHR-7: Develop an interconnected system of parks, trails, open space, and recreational facilities that meets the needs of Ridgway’s residents and visitors.



	Small Town Character and Identity: 2023 Strategy	Responsible Party
1	Expand community outreach and information sharing efforts.	Manager/Community Initiatives
2	Further implementation of the <i>Ridgway Visitor Center & Heritage Park Master Plan (Amended June 2022)</i> via the phased Implementation Plan that staff developed and presented to Town Council on September 14, 2022. Continue exploring grant funding opportunities to bring the improvements to fruition.	Community Initiatives/Manager
3	Partner with GOCO on a Youth Corps project.	PW/Manager
4	Lead <i>Ridgway Fuse, A Colorado Creative Main Street Program</i> in implementing priority Council initiatives and supporting the Ridgway Creative District and Ridgway Main Street programs. Continue efforts to Connect, Gather, Build, and Spotlight via the collectively agreed upon work plan.	Community Initiatives
5	Generate promotional pieces that communicate the Ridgway Creative District’s and Main Street Program’s value to the community, objectives, and invite potential partnerships and collaboration. Continue efforts to bolster and enhance the Ridgway Fuse website and its functionality.	Community Initiatives

6	Support and promote the Youth Advisory Council and provide its membership opportunities for input on Town projects, programs, and events.	Manager
7	Make efforts to educate and inspire residents and visitors about Ridgway's ranching heritage; provide information about ranching activities that periodically occur in and around Town, such as cattle drives.	Community Initiatives
8	Create and maintain succession plans for all Town staff and standard operating procedures. Plan accordingly for the retirement of the current Building Official in the first quarter of 2025.	All Departments
9	Evaluate ways and funding opportunities to advance the various phases of the Ridgway Athletic Park Master Plan. Proceed with Phase 1 of the Master Plan by creating the new gravel parking lot.	Manager

Community Value 4

Vibrant & Balanced Economy

Ouray County's economy is largely centered on service industries oriented towards tourism, particularly industries such as food services and accommodation. While Ridgway's reliance on tourism is somewhat less than the County, it is still subject to seasonal fluctuations in business activity. These service jobs tend to pay low wages that make it even more difficult for those who work in Ridgway to live here as well. Residents expressed a strong desire to diversify the local economy and to create well-paying, full-time, year-round jobs. Through its participation in the Main Street and Creative District programs, the Town has been active in promoting community and economic development in recent years. While a number of businesses and Creatives have chosen to base their operations in Ridgway for quality of life reasons, many employers struggle to hire qualified employees, find space as they grow, market their creations, and face other challenges. Larger shifts in the national economy towards telecommuting mean that workers no longer need to physically commute to an office. With fast internet speed, residents will increasingly be able to pursue job opportunities and careers in industries not currently located in Ridgway. Alternatively, home-based entrepreneurs will be able to access customers or clients located around the globe.



Goals:

ECO-1: Create a vibrant, diverse, and sustainable year-round local economy that reflects Ridgway's social fabric, values, and character.

ECO-2: Support the retention and expansion of local businesses.

ECO-3: Balance the need to preserve the quality of life for residents with business needs.

	Vibrant and Balanced Economy: 2023 Strategy	Responsible Party
1	Continue participation in local and regional broadband initiatives, including connecting local government and anchor institution buildings.	Manager
2	Plan, organize, and manage Summer Concert Series and Love Your Valley event.	Clerk
3	Plan, organize, and manage Ridgway Independent Film Festival and other Ridgway Fuse events.	Community Initiatives
4	Continue the partnership with the regional Creative Districts and the Ridgway Area Chamber of Commerce to advance the Creative Corridors Initiative.	Community Initiatives
5	Partner with Colorado Creative Industries to further develop and grow the Ridgway Creative District, including consideration of feedback and recommendations from Ridgway Fuse; provide training and educational opportunities for members of Ridgway Fuse.	Community Initiatives
6	Identify and complete a priority Creative District project with the Colorado Creative Industries matching grant.	Community Initiatives

7	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.	Community Initiatives
8	Oversee and manage downtown streetscape maintenance and landscaping; maintain and replace trees as needed; maintain landscaping at Heritage Park; maintain planter boxes and landscaping around Town Hall and Hartwell Park.	PW
9	Establish policy to govern how Lodging Tax revenues intended to support affordable and workforce housing and childhood care and education efforts are distributed. This may include the development of an application process with criteria and reporting requirements.	Manager

Community Value 5

Well-Managed Growth

Based on projections in the Community Profile, Ridgway is expected to add between 150 and 700 new residents by 2050. In addition, growth in the surrounding region—which includes Ouray, Montrose, and San Miguel counties—will continue to have direct and indirect impacts on Ridgway’s housing, transportation system, environment, and quality of life. Growth limitations in the City of Ouray and Ouray County will further amplify growth pressures on the Town of Ridgway. Uncertainty regarding the extent of and potential impacts of future growth are of critical concern to the community. However, Ridgway has the ability through its policies and regulations, intergovernmental agreements, and other tools to help inform where and how growth will occur in the future, the types of growth the community would like to see, and guide the character and form of future development.

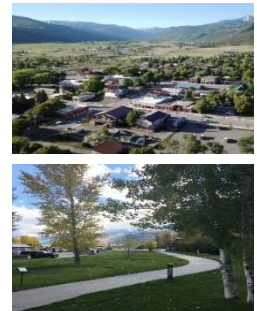
Goals:

GRO-1: Manage growth and development in order to maintain Ridgway’s small town character, support a diverse community, and create employment opportunities.

GRO-2: Ensure public infrastructure, utilities, facilities, and services are sufficient to meet the needs of residents and businesses as the town grows.

GRO-3: Proactively mitigate natural and human-made hazards.

GRO-4: Develop a safe and efficient multi-modal transportation system, balancing needs of all users.



	Well-Managed Growth: 2023 Strategy	Responsible Party
1	Update Town regulations to address shared utility taps and shared water meters.	Eng./Manager
2	Participate in regional transportation initiatives including the Gunnison Valley Transportation Planning Region (GVTPR) and the Ouray County Transit Advisory Council, as appropriate.	Manager
3	Continue working with the City of Ouray, Ouray County, and All Points Transit to establish and begin the rollout of the Ouray County Workforce Transportation Project.	Manager
4	Assist Ouray County and their selected contractor to develop a County-wide Evacuation Plan.	Manager
5	Retain a traffic engineer to conduct an intersection analysis at N. Railroad St. and Sherman St. to determine appropriate intersection treatments (e.g., traffic signal, roundabout, etc.).	Manager/Eng.
6	Explore retaining a firm to overhaul the Town’s GIS system to make it current and more user friendly.	PW/Eng./Manager
7	Develop and organize volunteer efforts, focused on procedural rules, expectations, purpose, etc. for Council appointed commissions, boards, committees and task forces.	Manager/Community Initiatives
8	Implement measures to address deficiencies and ensure Wastewater Treatment Plant consistently meets permit limitations and other terms and conditions of its permits.	Manager/PW/Eng.
9	Expand efforts on official record and electronic file organization.	Manager/Clerk
10	Implement Asset Management Plan for all departments	Clerk
11	Complete the updates to the Town’s standard specifications for infrastructure that have not yet been completed (i.e., streets and sidewalks).	Eng./PW

12	Update the Town's Street Lighting Plan.	Manager
13	Address access to Ridgway Ditch and adjacent development, including building and septic setbacks, Ditch access, and land use opportunities with Ouray County to protect the Ditch.	Eng./Manager/PW
14	Advance the replacement of the water line segment from the Water Treatment Plant to Moffat St. Explore loan and grant funding opportunities like the Drinking Water Revolving Fund and Energy/Mineral Impact Assistance Fund Grant to help bring the project to fruition.	Eng./Manager/PW
15	Explore grant funding opportunities that would provide for major improvements to the Ridgway Ditch and Lake O in ways that would allow the Town to receive additional water and mitigate system loss (i.e., piping portions of the Ridgway Ditch). Repair and install additional flow measuring devices along Ridgway Ditch and at Lake O.	Manager/Eng.
16	Investigate how to access potential funding opportunities for water-related projects (i.e., monitoring and improvements to the Town's water supply system) under the Infrastructure Investment and Jobs Act or through state funding options such as Colorado Water Plan grants or Gunnison Basin Roundtable grants.	Manager
17	Replace hydrants and valves, as needed, on water distribution system.	PW
18	Complete the final phase of the water meter replacement program in 2024.	PW
19	Complete transition from chlorine dioxide treatment to Granular Activated Carbon filtration alternative at water treatment plant.	PW/Eng./Manager
20	Complete sewer line camera and root abatement work; remove contact chamber sludge; remove biosolids/sludge from lagoons.	PW
21	Employ methods to better manage traffic flow and safe speeds; further explore additional advisory signage, temporary pedestrian signage, and street devices to mitigate speeding vehicles on westbound and eastbound Hwy 62 and other areas of town. Purchase new radar trailer.	Marshal/PW
22	Review Traffic Flow Plan and update, as needed.	Eng./Manager/PW



AGENDA ITEM #11



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: January 4, 2024
Agenda Topic: **Review and action on Professional Services Agreement for tourism promotion services between the Town of Ridgway and the Ridgway Area Chamber of Commerce**

SUMMARY:

Council is asked to review and take action on a Professional Services Agreement (PSA) for tourism promotion services with the Ridgway Area Chamber of Commerce (RACC). The PSA for the 2024 calendar year is attached to this memo as Exhibit 1.

BACKGROUND:

In 1992, the Town's first Lodging Tax of \$1 per night per occupied room was adopted. In 2002, Ridgway voters approved changing the Lodging Tax to \$2 per night with half the revenues for tourism promotion and the other half for mitigating the effects of tourism and growth. In November 2015, the Ridgway electorate approved a ballot question changing the Town's Lodging Tax rate from \$2 per room per night to 3.5 percent per room per night. In addition, voters agreed that "up to 70% of the proceeds of the Lodging Tax be used for tourism promotion and economic development." This change was codified via Ordinance No. 01-2016. In November 2023, Ballot Issue 2A was passed by voters authorizing a change to the Lodging Tax rate from 3.5% to 6.0% and a modification to how the proceeds are used. More specifically, 50% of the net lodging tax revenues received by the Town are now used for tourism promotion and economic development purposes and the other 50% of the net lodging tax revenues are used to advance affordable housing and childhood care and education efforts. This change was codified via Ordinance No. 08-2023.

For many years, the Town has partnered with RACC to spearhead tourism promotion, economic development, and general marketing efforts. In 2021, the Town Council approved a professional services Agreement with the RACC in which RACC agreed, "to operate a Visitor Center within the Town of Ridgway for the purpose of welcoming visitors and tourists and providing information and resources to the public for the benefit of all local businesses, residents and the Ridgway area." That agreement articulates the Town and Chamber's "desire to work cooperatively with each other, and other community entities and organizations, to develop economic development strategies that benefit the community and Ridgway area." That agreement expired on December 31, 2023, and is appended to this memo as Exhibit 2 for Council reference.

In July 2023, Council held a work session with the goal of providing direction on how the Town should proceed in implementing tourism promotion and marketing services. Fundamentally, staff sought direction from Council on whether to renew the professional services agreement with the RACC for the services stated above for FY 2024 or to explore other options. As a result of that work session, Council provided the following direction to staff:

- Prepare a new Professional Services Agreement between the Town and RACC with a one-year term.
- Include a more specific scope of work, complete with measurable deliverables, clearer timeframes and expectations, and criteria for success.



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PROPOSED MOTION:

"I move to approve [with or without modifications] the Professional Services Agreement for tourism promotion services with the Ridgway Area Chamber of Commerce."

ATTACHMENTS:

Exhibit 1 – 2024 Professional Services Agreement

Exhibit 2 – 2021 Professional Services Agreement



EXHIBIT 1

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PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is entered into as of this _____ day of January 2024, by and between the Town of Ridgway, State of Colorado, hereinafter referred to as "Town" and the Ridgway Area Chamber of Commerce, hereinafter referred to as "Contractor".

In consideration of the mutual covenants and obligations herein expressed, it is agreed by and between the parties hereto as follows:

1. **SCOPE OF SERVICES**

Contractor agrees to perform services in accordance with the Scope of Work attached hereto as Exhibit "A" and incorporated herein by this reference. Any material changes to Exhibit A and Budget shall be submitted to the Town Council in writing for approval prior to any change.

2. **TIME OF COMPLETION**

The services to be performed pursuant to this Agreement by Contractor shall be initiated on January 1, 2024, shall be pursued with due diligence thereafter, and shall be continued until December 31, 2024, unless terminated prior.

3. **PROFESSIONAL RESPONSIBILITY**

Contractor shall be responsible for the professional quality, timely completion and coordination of all services as outlined in Exhibit A and shall without additional compensation promptly remedy and correct any errors, omissions or other deficiencies. Contractor is solely responsible for the timing, means and methods of performing the work. Contractor shall meet or exceed industry standards applicable to the services and shall provide for all training and education needed and provide all tools necessary to perform the services. Contractor shall comply with all applicable laws.

4. **RELEASE AND INDEMNIFICATION**

Contractor hereby waives any claims for damage to Contractor's property or injury to Contractor's person against the Town, its officers, agents and employees arising out of the performance of the services under this Agreement. To the fullest extent permitted by law, the Contractor agrees to indemnify and hold harmless the Town, and its officers and its employees, from and against all liability, claims, and demands, on account of any injury, loss, or damage, which arise out of or are connected with the Services, if such injury, loss, or damage, or any portion thereof, is caused by, or claimed to be caused by, the act, omission, or other fault of the Contractor or any subcontractor of the Contractor, or any officer, employee, or agent of the Contractor or any subcontractor, or any other person for whom Contractor is responsible. The Contractor shall investigate, handle, respond to, and provide defense for and defend against any such liability, claims, and demands, and to bear all other costs and expenses related thereto, including court costs and attorneys'



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fees. The Contractor's indemnification obligation shall not be construed to extend to any injury, loss, or damage which is caused by the act, omission, or other fault of the Town.

5. **PAYMENT**

In consideration of the proper performance of the Contractor's services, Town agrees to pay the Contractor 50% of the lodging tax revenues received in fiscal year 2024, for services as described in Exhibit A. Payment shall be made on a monthly basis and upon collection and receipt of lodging tax funding by the Town. Contractor is not entitled to reimbursement for supplies, materials or expenses without the prior approval of the Town Manager.

6. **TOWN REPRESENTATIVE**

The Town hereby designates its Town Manager, or his designee, as its representative and authorizes him to make all necessary and proper decisions with reference to this Agreement.

7. **INDEPENDENT CONTRACTOR**

The services to be performed by the Contractor are those of an independent contractor and not as an employee of the Town. As an independent contractor, Contractor is not entitled to worker's compensation benefits except as may be provided by the independent contractor nor to unemployment insurance benefits. The Contractor is obligated to pay all federal and state income tax on any moneys paid pursuant to this Agreement.

8. **ASSIGNMENT**

This Agreement may not be assigned nor subcontracted by either party without the written consent of the other party.

9. **INSURANCE**

The Contractor agrees to procure and maintain, at its own cost, a policy or policies of insurance. The Contractor shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to the Contract Documents by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, duration, or types.

Contractor shall procure and maintain the minimum insurance coverages listed below, and provide proof to the Town. 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 services hereunder.

- A. Worker's Compensation insurance as required by State Statute and Employer's Liability Insurance covering all of Contractor's and any subcontractor's employees acting within the course and scope of their employment. If Contractor is an individual and has no employees and claims an exemption, proof of such exemption shall be provided to the Town.



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Contractor will maintain General Liability Insurance.

The parties hereto understand and agree that the Town is relying on, and does not waive or intend to waive by any provision of this contract, the monetary limitations (presently \$350,000 per person and \$990,000 per occurrence) or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101 *et seq.*, as from time to time amended.

10. **BREACH AND TERMINATION**

All terms and conditions of this Agreement are considered material and failure to perform any of said conditions can be considered a breach of this Agreement. In such event, either party may notify the other of the breach, in which case there shall be a thirty-day opportunity to cure the breach, except for failure to provide service which must be corrected within 3 days. If the breach is not cured the non-breaching party may have recourse to any and all remedies provided by law, including damages, specific performance, and termination of the contract.

Either party may terminate this contract by giving 60 day written notice to the other. In the event of termination of this contract, Contractor shall immediately repay to the Town any amounts not committed or expended, which it has received from the Town and shall conduct no further activities pursuant to this contract. Likewise, the Town will still reimburse Contractor for any amounts committed or expended in accordance with Exhibit A.

11. **MISCELLANEOUS**

Contractor shall comply with all laws, ordinances, rules and regulations relating to the performance of this Agreement, use of premises and public places and safety of persons and property. This contract shall be construed subject to Colorado Law.

12. **DATE**

This Agreement is dated January _____, 2024.

13. **EMPLOYMENT OF "ILLEGAL ALIENS"**

The following provisions are required by Colorado Revised Statutes §8-17.5-102, as amended. The term "illegal alien" is used as it is referenced in the above Statutes and is not a term chosen or endorsed by the Town.

- A. Contractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement.
- B. Contractor shall not enter into a contract with a Subcontractor that fails to certify to the Contractor that the Subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement.



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- C. Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this agreement through participation in either (1) the e-verify program, (the electronic employment verification program created in Public Law 104-208 as amended and expanded in Public Law 108-156, as amended, and jointly administered by the US Department of Homeland Security and the Social Security Administration, or its successor program) or (2) the Department Program (the employment verification program established pursuant to CRS §8-17.5-102(5)(c)).
- D. Contractor is prohibited from using the e-verify program or the Department program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.
- E. If the Contractor obtains actual knowledge that a Subcontractor performing work under this Agreement knowingly employs or contracts with an illegal alien, the Contractor shall be required to: (a) notify the Subcontractor and the Town within three days that the Contractor has actual knowledge that the Subcontractor is employing or contracting with an illegal alien; and (b) terminate the subcontract with the Subcontractor if within three days of receiving the notice required pursuant to (a) of this paragraph (E), the Subcontractor does not stop employing or contracting with the illegal alien; except that the Contractor shall not terminate the contract with the Subcontractor if during such three days the Subcontractor provides information to establish that the Subcontractor has not knowingly employed or contracted with an illegal alien.
- F. Contractor shall comply with any reasonable request by the Department of Labor and Employment in the course of an investigation that the Department is undertaking pursuant to CRS §8-17.5-102(5).
- G. If Contractor violates these illegal alien provisions, the Town may terminate this Agreement for a breach of contract. If this Agreement is so terminated, Contractor shall be liable for actual and consequential damages to the Town. The Town will notify the Office of the Secretary of State if Contractor violates these provisions and the Town terminates this Agreement for that reason.
- H. Contractor shall notify the Town of participation in the Department program and shall within 20 days after hiring an employee who is newly hired for employment to perform work under this Agreement affirm that the contractor has examined the legal work status of such employee, retained file copies of the documents required by 8 USC §1324a and not altered or falsified the identification documents for such employee. Contractor shall provide a written, notarized copy of the affirmation to the Town.



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14. **APPROPRIATION REQUIRED**
This Agreement shall NOT be construed to constitute a debt of the Town beyond any current fiscal year and shall be subject to the availability of an annual appropriation therefore by the Town.

TOWN OF RIDGWAY

By _____
John Clark, Mayor

ATTEST:

Pam Kraft, Town Clerk

CONTRACTOR: *Ridgway Area Chamber of Commerce*

By _____
Jon Elliot, President



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EXHIBIT A Scope of Work

PROJECT SUMMARY

The Town of Ridgway ("Town") has levied a Lodging Tax upon the business of furnishing rooms or accommodations for consideration in a hotel, motel, apartment hotel, lodging house, motor hotel, guest house, or other similar lodging businesses in the amount of 6.0% of the entire amount charged for furnishing the room or accommodations. Ordinance No. 08-2023 states that fifty percent of the net lodging tax revenues received by the Town shall be used for tourism promotion and economic development purposes.

The Town has determined that the Ridgway Area Chamber of Commerce ("Chamber") has the experience, expertise and mission to enable It to effectively conduct activities related to the above referenced purposes pursuant to this Agreement with the Town. To support the success of the contracted services, the Town Council has requested a detailed scope of work be developed to include measurable goals and deliverables.

As a publicly funded service, all promotional activities carried out under this contract shall be designed to benefit all businesses and events within the incorporated limits of the Town of Ridgway, without regard to membership with the Chamber or other group. Any membership-based services provided by the Chamber to its membership shall not be intermingled with the work laid out in this agreement.

GOALS AND DELIVERABLES

The goals and deliverables of the contract are organized into two areas: 1) Public Communication and 2) Coordination.

Goals

1. **Public Communication:** Ridgway residents, visitors and prospective visitors will be able to easily find complete, up-to-date information about area events, services, businesses, creatives, initiatives, and recreation activities, and can be informed about area traditions, history, and sustainability efforts. Information is shared through a variety of media, making good use of websites, social media platforms, print media, in-person communication and collaborations to maximize effectiveness and sustainability. The intent of this goal is to increase awareness of Ridgway through multi-channel communication to residents and visitors for the benefit of year-round economic vitality.
2. **Coordination:** Community promotion efforts will be coordinated with key stakeholders across the community and region.

Deliverables

This section includes specific deliverables and criteria of success for each goal.

1. **Public Communication**



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- a. Website: Ridgway Colorado website (www.ridgwaycolorado.com) shall be maintained and promoted with complete, up-to-date information about Ridgway community businesses, services, events, and natural amenities. The website shall be visually appealing, easy to navigate, and shall include:
- i. A comprehensive listing of Ridgway's public community events with a date, time, place, photo, and link to learn more for each listing. A preliminary 2024 events listing will be available on the www.ridgwaycolorado.com website by March 1, 2024, and shall be updated at least once per week, or as needed thereafter.
 - ii. A categorized business directory will be maintained on the website in coordination with FUSE that includes all businesses serving the public located in the Ridgway Town core, including key services, contact information, website links, and open hours.
 - iii. Information about Ridgway FUSE, Creative Main Street Program, the Colorado Creative Corridor, and other relevant information highlighting creative district efforts.
 - iv. Information of interest to visitors or residents, such as unique community traditions, history, residents and/or stories.
 - v. Information about Ridgway's designation from the International Dark-Sky Association as a Dark Sky Community.
 - vi. Natural amenities such as parks and hiking trails, and sustainable practices for visiting our natural areas.

Website Criteria for Success:

- i. Annual website sessions – 60,000
- ii. Average session time – 45 seconds
- iii. Average engagement time – 45 seconds
- iv. Survey – To ensure that this channel is relevant to key audiences, respondents to the annual survey will be asked if they used www.ridgwaycolorado.com to learn more about events and activities and/or to plan their visit to Ridgway.

- b. Social media: Social media posts on Facebook and Instagram are created and posted at least three times per week, at least two with original content, highlighting area events, services, businesses, creatives, unique community traditions or residents, recreation activities, etc. The Chamber will track analytics against the criteria and, if needed, will adjust the social media plan in consultation with Town staff.

Social Media Criteria for Success:

- i. Number of followers and engagement – increase of 15% over the term of the agreement.



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- ii. Survey – To ensure that this channel is relevant to key audiences, respondents to the annual survey will be asked if they followed or engaged with Ridgway social media channels in the past year.
- c. Email Newsletter: An email newsletter will be sent out every two weeks by the Chamber, communicating updates about community events, businesses, services, creatives etc.

Email Newsletter Criteria for Success:

- i. Number of email recipients to increase by at least 5% over the term of the agreement.
 - ii. The number of email opens are at least 20%.
 - iii. Survey – Respondents to the annual survey will be asked if they would like to receive news through a Ridgway email newsletter.
- d. Print Media: Print media will be developed with sustainability and resource conservation in mind. The use of small-format print products such as postcards with QR codes that point to existing websites, stickers, small brochures, or booklets should be explored as an alternative to large runs of full color magazines. Print media will be designed and developed to aid visitors and residents in finding and learning about businesses, events, and attractions. The Chamber will work collaboratively with the FUSE committee to develop at least three different print pieces per year. Examples include Ridgway walking map, event listings, area trails and parks, shopping guides and/or community art galleries. Print materials will be hand-delivered to local publicly facing businesses who want them, posted on community bulletin boards, distributed via newspaper inserts and/or distributed through US mail.

Print Media Criteria for Success:

- i. At least two print media pieces will be complete and distributed no later than June 1, 2024.
 - ii. At least one additional print media piece will be distributed no later than October 15, 2024.
 - iii. Survey – Respondents to the annual survey will be asked if they read, saw or used print materials.
- e. Visitor Center: The Chamber will maintain regular open hours at the Visitor Center from May through October 2024, on a schedule mutually agreed upon by the Chamber and the Town. The Chamber will broadly communicate the open hours and services of the Visitor Center. The



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Visitor Center personnel will be trained to answer questions and refer visitors to relevant information.

Visitor Center Criteria for Success:

- i. Number of annual visitors to increase by 10%.

2. Coordination

- a. The Chamber will actively participate in and explore opportunities for collaborative community promotion efforts such as shared retail promotions like Noel Night, or shop local initiatives, local gift cards, etc. The goal of the events should be to support local businesses, especially in the “shoulder” seasons.
- b. An authorized representative of the Chamber will actively serve on the FUSE committee to ensure coordination with the Creative District and Main Street programs.
- c. The Chamber will actively solicit information from event organizers and businesses across the community to ensure event and business listings are complete and up to date.
- d. The Chamber will attend and participate actively in regional meetings intended to coordinate promotion and visitor services across the region. For example:
 - i. The Chamber will attend monthly Creative Corridor meetings and will send relevant newsletter updates to the corridor administrators in a timely fashion, in coordination with Town staff.
 - ii. The Chamber will attend and participate in intermountain visitor planning meetings and will provide regular updates to the Town staff.
- e. Promotion efforts will be coordinated with key stakeholders across the community and region. The Chamber will actively participate in county-wide promotion efforts such as the Ouray community calendar.

Coordination Criteria for Success: The Chamber is actively involved, attending relevant meetings, and coordinating with the Town and other efforts across the community and region. Survey respondents report the Chamber is responsive and collaborative.

REPORTING REQUIREMENTS

1. Quarterly reports: The Chamber will submit a quarterly written progress report to the Town Manager, or his designee, at the schedule below, using an outline provided by the Town.



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Reports shall include a written summary of progress towards deliverables, metrics from the website, social media, emails, QR code scans, print media, visitor center and events, and a financial report. Staff will review and provide written feedback to the Chamber within one business week after receiving the quarterly progress report.

Quarterly report due dates:

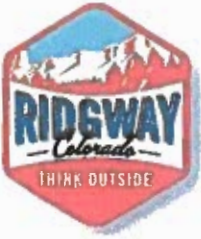
Q1 (Jan 1 – March 30) due April 30, 2024

Q2 (April 1 – June 30) due July 31, 2024

Q3 (July 1 – September 30) due October 31, 2024

Q4 (October 1 – December 31) due January 31, 2025.

2. Staff communication: The Chamber will meet with Town staff at least once per month to communicate progress and coordinate joint projects. Standing agenda items shall include: 1) Updates/accomplishments, 2) Items for discussion, and 3) Upcoming priorities.
3. Annual feedback survey: An annual online survey will be conducted by the Chamber, with input from Town staff. It shall be distributed to the community through October 1, 2024. The intent of the survey is to gather feedback to assess community satisfaction with the service and needed improvements. The goal is to garner at least 30 respondents, at least half of whom are business owners/operators and/or event organizers that operate within the incorporated limits of the Town of Ridgway. The full survey results shall be shared with the Town staff and the Town Council as part of the Q3/October report.
4. Reporting to Town Council: The Chamber shall present their reports to the Town Council at the Town Council's regularly scheduled meetings in July 2024 and January 2025.



**PROFESSIONAL SERVICES AGREEMENT:
Ridgway Marketing and Promotions**

THIS AGREEMENT is entered into as of this 10th day of February, 2021, by and between the Town of Ridgway, State of Colorado, hereinafter referred to as "Town" and the Ridgway Area Chamber of Commerce, hereinafter referred to as "Contractor".

In consideration of the mutual covenants and obligations herein expressed, it is agreed by and between the parties hereto as follows:

1. SCOPE OF SERVICES

Contractor agrees to perform services in accordance with the Scope of Consulting Services attached hereto as Exhibit "A" and incorporated herein by this reference. Any material changes to Exhibit A and Budget shall be submitted to the Town Council in writing for approval prior to any change.

2. TIME OF COMPLETION

The services to be performed pursuant to this Agreement by Contractor shall be initiated upon execution of this Agreement, shall be pursued with due diligence thereafter, and shall be continued until December 31, 2023, unless terminated prior.

3. PROFESSIONAL RESPONSIBILITY

Contractor shall be responsible for the professional quality, timely completion and coordination of all services as outlined in Exhibit A and shall without additional compensation promptly remedy and correct any errors, omissions or other deficiencies. Contractor is solely responsible for the timing, means and methods of performing the work. Contractor shall meet or exceed industry standards applicable to the services and shall provide for all training and education needed and provide all tools necessary to perform the services. Contractor shall comply with all applicable laws.

4. RELEASE AND INDEMNIFICATION

Contractor hereby waives any claims for damage to Contractor's property or injury to Contractor's person against the Town, its officers, agents and employees arising out of the performance of the services under this Agreement. To the fullest extent permitted by law, the Contractor agrees to indemnify and hold harmless the Town, and its officers and its employees, from and against all liability, claims, and demands, on account of any injury, loss, or damage, which arise out of or are connected with the Services, if such injury, loss, or damage, or any portion thereof, is caused by, or claimed to be caused by, the act, omission, or other fault of the Contractor or any subcontractor of the Contractor, or any officer, employee, or agent of the Contractor or any subcontractor, or any other person for whom Contractor is responsible. The Contractor shall investigate, handle, respond to, and provide defense for and defend against any such liability, claims, and demands, and to bear all other costs and expenses related thereto, including court costs and attorneys'



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fees. The Contractor's indemnification obligation shall not be construed to extend to any injury, loss, or damage which is caused by the act, omission, or other fault of the Town.

5. **PAYMENT**

In consideration of the proper performance of the Contractor's services, Town agrees to pay the Contractor 70% of the lodging tax revenues received in fiscal years 2021-2023, for services as described in Exhibit A. Payment shall be made on a monthly basis and upon collection and receipt of lodging tax funding by the Town. Contractor is not entitled to reimbursement for supplies, materials or expenses without the prior approval of the Town Manager.

6. **TOWN REPRESENTATIVE**

The Town hereby designates its Town Manager, or his designee, as its representative and authorizes him to make all necessary and proper decisions with reference to this Agreement.

7. **INDEPENDENT CONTRACTOR**

The services to be performed by the Contractor are those of an independent contractor and not as an employee of the Town. As an independent contractor, Contractor is not entitled to worker's compensation benefits except as may be provided by the independent contractor nor to unemployment insurance benefits. The Contractor is obligated to pay all federal and state income tax on any moneys paid pursuant to this Agreement.

8. **ASSIGNMENT**

This Agreement may not be assigned nor subcontracted by either party without the written consent of the other party.

9. **INSURANCE**

The Contractor agrees to procure and maintain, at its own cost, a policy or policies of insurance. The Contractor shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to the Contract Documents by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, duration, or types.

Contractor shall procure and maintain the minimum insurance coverages listed below, and provide proof to the Town. 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 services hereunder.

- A. Worker's Compensation insurance as required by State Statute and Employer's Liability Insurance covering all of Contractor's and any subcontractor's employees acting within the course and scope of their employment. If Contractor is an individual and has no employees and claims an exemption, proof of such exemption shall be provided to the Town.



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Contractor will maintain General Liability Insurance.

The parties hereto understand and agree that the Town is relying on, and does not waive or intend to waive by any provision of this contract, the monetary limitations (presently \$350,000 per person and \$990,000 per occurrence) or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101 *et seq.*, as from time to time amended.

10. **BREACH AND TERMINATION**

All terms and conditions of this Agreement are considered material and failure to perform any of said conditions can be considered a breach of this Agreement. In such event, either party may notify the other of the breach, in which case there shall be a thirty-day opportunity to cure the breach, except for failure to provide service which must be corrected within 3 days. If the breach is not cured the non-breaching party may have recourse to any and all remedies provided by law, including damages, specific performance, and termination of the contract.

Either party may terminate this contract by giving 60 day written notice to the other. In the event of termination of this contract, Contractor shall immediately repay to the Town any amounts not committed or expended, which it has received from the Town and shall conduct no further activities pursuant to this contract. Likewise, the Town will still reimburse Contractor for any amounts committed or expended in accordance with Exhibit A.

11. **MISCELLANEOUS**

Contractor shall comply with all laws, ordinances, rules and regulations relating to the performance of this Agreement, use of premises and public places and safety of persons and property. This contract shall be construed subject to Colorado Law.

12. **DATE**

This Agreement is dated February 12 2021.

13. **EMPLOYMENT OF "ILLEGAL ALIENS"**

The following provisions are required by Colorado Revised Statutes §8-17.5-102, as amended. The term "illegal alien" is used as it is referenced in the above Statutes and is not a term chosen or endorsed by the Town.

- A. Contractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement.
- B. Contractor shall not enter into a contract with a Subcontractor that fails to certify to the Contractor that the Subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement.

EXHIBIT 2



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- C. Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this agreement through participation in either (1) the e-verify program, (the electronic employment verification program created in Public Law 104-208 as amended and expanded in Public Law 108-156, as amended, and jointly administered by the US Department of Homeland Security and the Social Security Administration, or its successor program) or (2) the Department Program (the employment verification program established pursuant to CRS §8-17.5-102(5)(c)).
- D. Contractor is prohibited from using the e-verify program or the Department program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.
- E. If the Contractor obtains actual knowledge that a Subcontractor performing work under this Agreement knowingly employs or contracts with an illegal alien, the Contractor shall be required to: (a) notify the Subcontractor and the Town within three days that the Contractor has actual knowledge that the Subcontractor is employing or contracting with an illegal alien; and (b) terminate the subcontract with the Subcontractor if within three days of receiving the notice required pursuant to (a) of this paragraph (E), the Subcontractor does not stop employing or contracting with the illegal alien; except that the Contractor shall not terminate the contract with the Subcontractor if during such three days the Subcontractor provides information to establish that the Subcontractor has not knowingly employed or contracted with an illegal alien.
- F. Contractor shall comply with any reasonable request by the Department of Labor and Employment in the course of an investigation that the Department is undertaking pursuant to CRS §8-17.5-102(5).
- G. If Contractor violates these illegal alien provisions, the Town may terminate this Agreement for a breach of contract. If this Agreement is so terminated, Contractor shall be liable for actual and consequential damages to the Town. The Town will notify the Office of the Secretary of State if Contractor violates these provisions and the Town terminates this Agreement for that reason.
- H. Contractor shall notify the Town of participation in the Department program and shall within 20 days after hiring an employee who is newly hired for employment to perform work under this Agreement affirm that the contractor has examined the legal work status of such employee, retained file copies of the documents required by 8 USC §1324a and not altered or falsified the identification documents for such employee. Contractor shall provide a written, notarized copy of the affirmation to the Town.

EXHIBIT 2



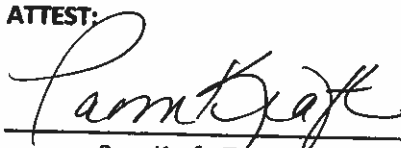
TOWN HALL PO Box 10 | 201 N. Railroad Street | Ridgway, Colorado 81432 | 970.626.5308 | www.town.ridgway.co.us

14. **APPROPRIATION REQUIRED**

This Agreement shall NOT be construed to constitute a debt of the Town beyond any current fiscal year and shall be subject to the availability of an annual appropriation therefore by the Town.

TOWN OF RIDGWAY

By 
John Clark, Mayor

ATTEST:

Pam Kraft, Town Clerk

CONTRACTOR: Ridgway Area Chamber of Commerce

By 
Tim Patterson, President



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

CRS 8-17.5-102 Certification

Name of Project: **Ridgway Marketing and Promotions**

Date: 2-12-21

Pursuant to CRS 8-17.5-102(1) the undersigned hereby certifies that at this date it does not knowingly employ or contract with an illegal alien who will perform work under the contract for the above referenced project and that the Contractor will participate in the E-Verify Program or the Department Program in order to confirm the employment eligibility of all employees who are newly hired for work under the contract for the above referenced project.

CONTRACTOR: Ridgway Area Chamber of Commerce

By: _____

Tim Patterson, President

EXHIBIT 2



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

EXHIBIT A: Scope of Services

WHEREAS, the Ridgway Town Council ("Town") has levied a Lodging Tax upon the business of furnishing rooms or accommodations for consideration in a hotel, motel, apartment hotel, lodging house, motor hotel, guest house, or other similar lodging businesses in the amount of 3.5% of the entire amount charged for furnishing the room or accommodations, and

WHEREAS, Ordinance No. 01-2016 states that seventy percent of the net lodging tax revenues received by the Town shall be used for tourism promotion and economic development purposes, and

WHEREAS, the Town has determined that the Ridgway Area Chamber of Commerce ("Chamber") has the experience, expertise and mission to enable it to effectively conduct activities related to the above referenced purposes pursuant to this Contract with the Town, and the Chamber has presented the Town Council with a summary of detailed expenditures for the prior year and planned budget and expenditures for the current year that are acceptable to the Town, and

WHEREAS, the Chamber intends to operate a Visitor Center within the Town of Ridgway for the purpose of welcoming visitors and tourists and providing information and resources to the public for the benefit of all local businesses, residents and the Ridgway area, and

WHEREAS, the Chamber agrees to submit quarterly written financial reports to the Town, describing its activities during the prior three (3) months, including itemized expenditures of Lodging Tax funds for the quarter. The reports are to be submitted by the 5th day of April, July and October each year. The Chamber also agrees to bi-annual presentations to the Town Council describing its activities during the prior six (6) months. The first presentation shall take place at the July 14, 2021 regular meeting of the Ridgway Town Council. At the end of 2021, prior to February 15, 2022, the Chamber will provide to the Town an itemized year-end financial report of all Lodging Tax expenditures, as well as a Lodging Tax Report listing the accomplishments of that year. In addition, prior to February 15, 2022, the Chamber will deliver a presentation to the Town Council describing its activities during the prior fiscal year. The same general timeline and reporting and presentation requirements shall apply for 2022 and 2023.

WHEREAS, the Town may request, at the expense of the Chamber, a formal financial review and an official audit, by an independent outside auditor, of all finances related to public dollars, and the Chamber shall provide any financial documentation requested by the Town pertaining to Lodging Tax funds, and

WHEREAS, the Town and Chamber agree that a designated Town Council/Chamber Board liaison will be important to ensure beneficial communication, feedback and support for both the Town and Chamber in the administration of this Contract and expenditure of public funds, and both entities will work together to support this liaison in their efforts, and

EXHIBIT 2



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

WHEREAS, the Town and Chamber desire to work cooperatively with each other, and other community entities and organizations, to develop economic development strategies that benefit the community and Ridgway area, and the Chamber is committed to supporting the Town's efforts in economic development, and

WHEREAS, the Chamber desires and agrees to market and promote the community and economic development initiatives of the Town in 2020, including but not limited to: Love Your Valley Festival and the Space to Create project, and

WHEREAS, the Town recently updated the Town's Master Plan and the Chamber was an active participant in that process in 2018 and 2019, and both parties desire to work together and commence implementation items related to marketing services as a result of the plan update, and

WHEREAS, the parties shall strive to provide each other with timely notification via email of all meetings, events, projects and collaborations on which the parties have mutually agreed to participate on, with notices sent to:

Ridgway Town Hall
PO Box 10
Ridgway, CO 81432
pneill@town.ridgway.co.us

Ridgway Area Chamber of Commerce
150 Racecourse Road
Ridgway, CO 81432
raccadmin@ridgwaycolorado.com

NOW THEREFORE, the Town and Chamber agree to the preceding Scope of Services for this contract.

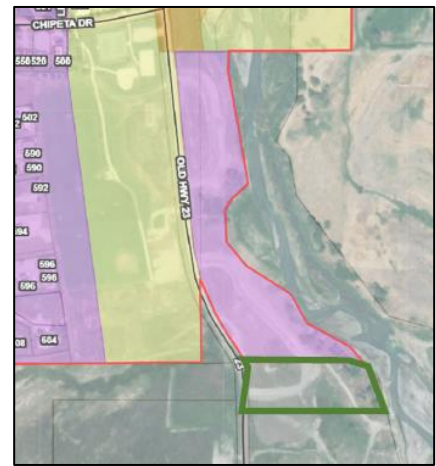
AGENDA ITEM #12



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: January 4, 2024
Agenda Topic: Consideration of request to include Town-owned property in annexation application and process related to Preserve PUD property

BACKGROUND:

In November 2023, and after following the Town of Ridgway Master Plan Amendment Process, the Preserve PUD development team (i.e., Dalwhinne Group, LLC) requested Town Council approval to amend the Future Land Use Map, and therefore, the Urban Growth Boundary, Initial Growth Boundary, and Three-Mile Plan to include the portion of the property south of the Preserve PUD property, located between County Road 23 and the Uncompahgre River, that is sufficient to locate the required infrastructure for the Preserve PUD development. In addition, the Preserve PUD development team requested that the Future Land Use Classification of “Single-Family Neighborhood” be applied to the property and the property be located within both the Initial Growth Boundary and Urban Growth Boundary. Council approved the amendment request. The approved additional area is identified in green in the map at right:



SUMMARY:

As the Preserve PUD development team prepares to submit an annexation application to the Town in accordance with RMC Section 7-8, they are requesting to include the small sliver of Town property that’s part of the Athletic Park parcel and currently outside of the Town boundary (pictured below) in their annexation application.





According to the Town's annexation and petition submittal requirements, "if the applicant is not the owner of the land based on Ouray County Assessor records, the applicant shall submit a letter signed by the owner consenting to the submission of the application(s)." Therefore, the request before Council is to authorize the inclusion of the small piece of Town-owned property in the upcoming annexation application from Dalwhinne Group, LLC.

PROPOSED MOTION:

"I move to authorize inclusion of the small piece of Town-owned property in the annexation application from Dalwhinne Group, LLC and authorize Mayor Clark to sign a letter consenting to the submission of the application."

AGENDA ITEM #13



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: January 4, 2024
Agenda Topic: Review of Memorandum of Understanding between Ouray County and Town of Ridgway regarding 2024 Operational Funding Requests, Road and Bridge Apportionment from County to Town, and Future Goals

SUMMARY:

In December 2022, the Town of Ridgway and Ouray County entered into a Memorandum of Understanding (MOU) regarding 2023 Operational funding requests, Road and Bridge apportionment from the County to the Town, and future goals. The executed MOU is appended to this memo as Attachment 1.

As specified in the MOU, the parties agreed to review the MOU in the later months of 2023 for revision and reconsideration for the 2024 budget year. Appended to this memo as Attachment 2 is a draft MOU for the 2024 budget year.

ATTACHMENT:

Attachment 1 – 2023 MOU

Attachment 2 – Draft 2024 MOU

ATTACHMENT 1
**MEMORANDUM OF UNDERSTANDING
BETWEEN
OURAY COUNTY and TOWN OF RIDGWAY**

**RE: 2023 Operational Funding Requests,
Road and Bridge Apportionment from County to Town, and
Future Goals**

THIS MEMORANDUM OF UNDERSTANDING is entered into this 20th day of December, 2022, by and between the Town of Ridgway, State of Colorado; hereinafter referred to as "Town" and the County of Ouray, State of Colorado, hereinafter referred to as "County".

WHEREAS, the Town and the County agree that it is in the best interest of the constituency to work together on various efforts; and

WHEREAS, the Town and the County are authorized by C.R.S. 29-1-203 to enter into agreements to provide or share and cooperate on functions, services and facilities; and

WHEREAS, the Town and the County recognize that the tasks and objectives of this Memorandum of Understanding are aspirational in nature rather than binding contractual commitments; and

WHEREAS, the collaborative efforts listed in this MOU may not all be accomplished in 2023 and may be multi-year efforts for the Town and the County.

NOW THEREFORE, the Town and County agree to share and cooperate on the following matters, in consideration of the mutual budget request listed below:

1. OPERATIONAL FUNDING REQUESTS:

The Town is requesting funding from the County for the following:

Ridgway Mosquito Control: \$8,000.00 (cash payment)

The Town will provide the County a written report indicating the locations treated, dates, etc.

The County is requesting funding from the Town for the following:

Wireless Emergency Notification System (WENS)/Emergency Management Services and Emergency Public Telecommunications (Repeater/Antenna Mgt. and Repair): \$6,000 (cash payment)

Participation in the development of a County-wide Evacuation Plan: \$8,300 (cash payment)
[Total cost is approximately \$25,000 split three ways (City/Town/ County)]

2. ROAD AND BRIDGE APPORTIONMENT TO TOWN FROM COUNTY:

Road and Bridge Apportionment Payment: \$30,057.56

3. FUTURE GOALS:

Both parties agree to work together in good faith towards the following:

The Town desires:

- The ability to continue purchasing aggregate material from the County in future years if available.
- To work collaboratively with the County to pursue and implement the goals and action items identified for Town and County collaboration in the Town's 2019 Master Plan.

ATTACHMENT 1

The County desires:

- Support from the Town for future improvements to Ouray County's 37-acre property located adjacent to the Town of Ridgway. Such improvements include: water line upgrades to the existing water service line to improve water quality and water flow, the ability to connect to the Town's sewer system in the future for future facility improvements and construction of a satellite County facility.
- Continued limited use of the non-potable water for periodic watering of the grounds at the Ouray County Fairgrounds facility
- Support and input from the Town concerning the County's Master Planning process

2023 Collaborative Efforts:

- Support each entity's grant efforts
- Have Town/County meetings as needed
- Collaborate on regional environmental sustainability efforts, including participation on the Sneffels Energy Board
- Affordable Housing: Collaborate on workforce housing efforts and initiatives, including but not limited to establishing goals, partnerships, funding, and communications, and consider incorporating workforce housing into future public buildings and facilities
- Affordable Housing: Collaborate with other jurisdictions in the region to inform state leadership (legislators and governor) of the significantly limited resources in the region and the need to develop state-level legislative solutions, such as removing existing restrictions on the use of real estate transfer tax (RETT) and/or removing rent control restrictions in state statute and funding a state trust fund
- Work together on strategies and planning regarding water resources for all county stakeholders
- Work together on regional and intra-county broadband efforts
- Support the utilization of Emergency notification system as needed
- Work collaboratively with Multi-Agency Coordination Group on emergency management
- Develop and maintain a local emergency response and management plan, as well as a plan for the continuation of government operations during and following an emergency event.
- Collaborate on Dispatch Services for the benefit of the entire County
- Collaborate to advance the efforts of the Ouray County Victim Services Program.
- Work together on regional transportation including Park-n-Ride(s) improvements, collaboration on planning, funding and development of the Uncompahgre RiverWay Trail from Ouray to Montrose, and implementation of the Ouray County Workforce Transportation Project.
- Cooperate on vegetation and pest management
- Explore opportunities for mental health support and outreach
- Maintain IGA with the County to continue to protect surrounding rural lands
- Work together on wildfire mitigation efforts
- Work together to regulate uses or activities allowed within or adjacent to the Town's Source Water Protection Area to reduce the risk of pollution or other contaminants entering the Town's water supply and ensure the Town has access as needed, and including establishing development setbacks to the Ridgway Ditch
- Collaborate on outreach and communications with property owners who have properties encumbered by the Ridgway Ditch and that are located within the Town's Source Water Protection Area
- Continue to combat/mitigate the effects of COVID-19 and future public health issues including collaboration on an updated Economic Resiliency Plan, if desired
- Work collaboratively on severance tax/mining industry issue to encourage housing within Ouray County and its municipalities
- Work collaboratively towards optimizing revenues from mining production
- Work collaboratively to share Short Term Rental / Enforcement information

Future Collaborative Efforts:

- Work together on childcare needs within Ouray County
- Work together on county-wide economic development and COVID-19 disaster recovery efforts as well as future, potential public health crises
- Work with FEMA to maintain up-to-date maps of the 100-year floodplain and floodway along all waterways flowing through Ridgway
- Multi-modal access through Ridgway USA to County Property
- Work together on improving, hard-surfacing and financing Amelia Street from the north town boundary to the south/west town boundary at County Road 5
- Consider collaboration on a Mosquito Control District
- Prioritize the conservation and preservation of community valued natural resources such as environmentally sensitive areas, view and wildlife corridors, riparian areas and wetlands, river corridor, natural filtration and storm water drainage areas
- Work with Land Trust organizations and other partners to identify opportunities for land preservation
- Work together on potential county-wide recreational master planning process

4. TERM:

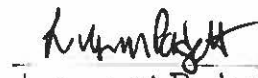
This Memorandum of Understanding provides for agreement to cooperate and collaborate, as provided herein, for calendar year 2023. The parties agree to review this Memorandum of Understanding in September of 2023 for revision and reconsideration for the 2024 budget year. Both the Town and the County understand and agree that budget requests may or may not be funded and are subject to availability of funds, which availability may be altered by unanticipated events at any time. The Town and the County each agree to work cooperatively on the items specified in good faith, but failure to successfully complete any project will not be grounds for litigation. There is no waiver of governmental immunity by either party.

EXECUTED on this 20th day of December, 2022.

**TOWN OF RIDGWAY
RIDGWAY, COLORADO**


John Clark, Mayor

**BOARD OF COUNTY COMMISSIONERS
OURAY COUNTY, COLORADO**


Lynn M. Padgett, Chairman

ATTEST:


Pam Kraft, Town Clerk

ATTEST:


County Clerk and Recorder
By: Deputy Clerk of the Board



ATTACHMENT 2
MEMORANDUM OF UNDERSTANDING
BETWEEN
OURAY COUNTY and TOWN OF RIDGWAY

**RE: 2024 Operational Funding Requests,
Road and Bridge Apportionment from County to Town, and
Future Goals**

THIS MEMORANDUM OF UNDERSTANDING is entered into this _____ day of _____, 2024, by and between the Town of Ridgway, State of Colorado; hereinafter referred to as "Town" and the County of Ouray, State of Colorado, hereinafter referred to as "County".

WHEREAS, the Town and the County agree that it is in the best interest of the constituency to work together on various efforts; and

WHEREAS, the Town and the County are authorized by C.R.S. 29-1-203 to enter into agreements to provide or share and cooperate on functions, services and facilities; and

WHEREAS, the Town and the County recognize that the tasks and objectives of this Memorandum of Understanding are aspirational in nature rather than binding contractual commitments; and

WHEREAS, the collaborative efforts listed in this MOU may not all be accomplished in 2024 and may be multi-year efforts for the Town and the County.

NOW THEREFORE, the Town and County agree to share and cooperate on the following matters, in consideration of the mutual budget request listed below:

1. OPERATIONAL FUNDING REQUESTS:

The Town is requesting funding from the County for the following:

Ridgway Mosquito Control: \$8,000.00 (cash payment)

The Town will provide the County with a written report indicating the locations treated, dates, etc.

The County is requesting funding from the Town for the following:

Wireless Emergency Notification System/Emergency Management Services and Emergency Public Telecommunications (Repeater/Antenna Mgt. and Repair): \$6,000 (cash payment)

Participation in the development of a County-wide Evacuation Plan: \$13,933.33 (cash payment) [Total cost is approximately \$41,799.99 split three ways (City/Town/ County)]

Sharing the cost of the Bureau of Reclamation water lease: \$3,750 (cash payment) [Total cost is \$15,000 split four ways (County/Town/CFP Grant/OCWUA)]

2. ROAD AND BRIDGE APPORTIONMENT TO TOWN FROM COUNTY:

Road and Bridge Apportionment Payment: \$45,935.96 (cash payment)

3. FUTURE GOALS:

Both parties agree to work together in good faith towards the following:

The Town desires:

- The ability to continue purchasing aggregate material from the County in future years if available.
- To work collaboratively with the County to pursue and implement the goals and action items identified for Town and County collaboration in the Town's 2019 Master Plan

The County desires:

- Support from the Town for future improvements to Ouray County's 37-acre property located adjacent to the Town of Ridgway. Such improvements may include: electricity upgrades, water line upgrades to the existing water service line to improve water quality and water flow, the ability to connect to the Town's sewer system in the future for future facility improvements and construction of a satellite County facility
- Continued limited use of the non-potable water for periodic watering of the grounds at the Ouray County Fairgrounds facility
- Support and input from the Town concerning the County's Master Planning process
- Participation in the Multi-Jurisdictional, Multi-Hazard Plan (County lead agency and Fiscal Agent)

ATTACHMENT 2

- Participation in Community Wildfire Protection Plan (County lead agency and Fiscal Agent)

2024 Collaborative Efforts:

- Support each entity's grant efforts
- Have Town/County meetings as needed
- Collaborate on regional environmental sustainability efforts, including participation on the Sneffels Energy Board
- Affordable Housing: Collaborate on building new permanently-affordable rentals and for-sale homes, improving existing affordable housing.
- Affordable Housing: Collaborate on workforce housing efforts and initiatives, including but not limited to establishing goals, partnerships, funding, and communications, and consider incorporating workforce housing into future public buildings and facilities
- Affordable Housing: Collaborate with other jurisdictions in the region to inform state leadership (legislators and governor) of the significantly limited resources in the region and the need to develop state-level legislative solutions, such as removing existing restrictions on the use of real estate transfer tax (RETT) and/or removing rent control restrictions in state statute and funding a state trust fund
- Work together on strategies and planning regarding water resources for all county stakeholders
- Work together on regional and intra-county broadband efforts
- Support the utilization of Emergency notification system as needed
- Work collaboratively with Multi-Agency Coordination Group on emergency management
- Develop and maintain a local emergency response and management plan, as well as a plan for the continuation of government operations during and following an emergency event.
- Collaborate on Dispatch Services for the benefit of the entire County
- Collaborate to advance the efforts of the Ouray County Victim Services Program.
- Work together on regional transportation including Park-n-Ride(s) improvements, collaboration on planning, funding and development of the Uncompahgre RiverWay Trail from Ouray to Montrose, and implementation of the Ouray County Workforce Transportation Project.
- Cooperate on vegetation and pest management
- Explore opportunities for mental health support and outreach
- Maintain IGA with the County to continue to protect surrounding rural lands
- Work together on wildfire mitigation efforts
- Work together to regulate uses or activities allowed within or adjacent to the Town's Source Water Protection Area to reduce the risk of pollution or other contaminants entering the Town's water supply and ensure the Town has access as needed, and including establishing development setbacks to the Ridgway Ditch
- Collaborate on outreach and communications with property owners who have properties encumbered by the Ridgway Ditch and that are located within the Town's Source Water Protection Area
- Work collaboratively on severance tax/mining industry issue to encourage housing within Ouray County and its municipalities
- Work collaboratively towards optimizing revenues from mining production
- Work collaboratively to share Short Term Rental / Enforcement information and work collaboratively on policies for Short Term Rental / Enforcement
- Agree to provide courtesy agenda notifications and packet items for information and packet-sharing for topics or land use proposals of mutual interest that may affect both the City and County
- Continue to collaborate on balancing recreation, conservation, and working lands through the ORRCA Project

Future Collaborative Efforts:

- Work together on childcare needs within Ouray County
- Work together on county-wide economic development as well as future, potential public health crises
- Multi-modal access through Ridgway USA to County Property
- Work together on improving, hard-surfacing and financing Amelia Street from the north town boundary

ATTACHMENT 2

to the south/west town boundary at County Road 5

- Consider collaboration on a Mosquito Control District
- Prioritize the conservation and preservation of community valued natural resources such as environmentally sensitive areas, view and wildlife corridors, riparian areas and wetlands, river corridor, natural filtration and storm water drainage areas
- Work with Land Trust organizations and other partners to identify opportunities for land preservation
- Work together on potential county-wide recreational master planning process
- Collaborate on management of vehicle traffic that passes through Ouray County between Montrose County and San Miguel County

4. **TERM:**

This Memorandum of Understanding provides for agreement to cooperate and collaborate, as provided herein, for calendar year 2024. The parties agree to review this Memorandum of Understanding in September of 2025 for revision and reconsideration for the 2024 budget year. Both the Town and the County understand and agree that budget requests may or may not be funded and are subject to availability of funds, which availability may be altered by unanticipated events at any time. The Town and the County each agree to work cooperatively on the items specified in good faith, but failure to successfully complete any project will not be grounds for litigation. There is no waiver of governmental immunity by either party.

EXECUTED on this _____ day of _____, 2023.

**TOWN OF RIDGWAY
RIDGWAY, COLORADO**

**BOARD OF COUNTY COMMISSIONERS
OURAY COUNTY, COLORADO**

John Clark, Mayor

Michelle Nauer, Chair

ATTEST:

ATTEST:

Pam Kraft, Town Clerk

**Cristy Sulewski, County Clerk and Recorder
By: Deputy Clerk of the Board**

AGENDA ITEM #14



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: January 10, 2024
Agenda Topic: **Resolution No. 24-04, 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:

In 1992 the Town adopted infrastructure standards to ensure that all construction of infrastructure within the Town's right of way and easements would be constructed in a manner that protected the Town from excessive operation and maintenance costs. The standards are intended to control 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, use of town easements and appurtenances thereto; and 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.

The Town has adopted amendments to the 1992 Standards on several occasions to meet changes in regulations and technology, most recently in 2022. The current version of the standards (dated October 2022) can be viewed in its entirety on the Town's website at <https://townofridgway.colorado.gov/resources/plans-documents-and-studies>. Scroll to the bottom of the webpage and click on the "Town Standard Specification & Typical Drawings for Infrastructure" accordion to view all the sections.

PROPOSED UPDATES:

Additions and modifications are being proposed to the ***Town of Ridgway Standard Specifications and Typical Drawings for Infrastructure Construction***, including the ***Minimum Design Standards – Curb, Gutter, Sidewalks & Streets, Concrete Standards***, and ***Streets Design Standards***. Joanne Fagan, Town Engineer, will attend Wednesday's meeting to present the proposed changes.

RECOMMENDED MOTION:

"I move to approve Resolution No. 24-04, 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. 24-04

RESOLUTION NO. 24-04

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, by Resolution No. 06-03 on June 14, 2006, by Resolution No. 20-06 on June 10, 2020, by Resolution No. 22-08 on September 14, 2022 and again by Resolution No. 22-12 on December 14, 2022; and

WHEREAS, the Town Engineer has prepared more changes 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, as follows:

1. The *Minimum Design Standards – Curb, Gutter, Sidewalks & Streets* is hereby amended to read as set forth in *Exhibit A: Minimum Design Standards – Curb, Gutter, Sidewalks & Streets*.

2. The *Curb, Gutter & Sidewalk Standards and Specifications* are hereby amended to be referred to as *Concrete Standards* and to read as set forth in *Exhibit B: Concrete Standards*.
3. The *Street Design and Construction Standard Specifications* are hereby amended to read *Design Standards – Streets* and to read as set forth in *Exhibit C: Design Standards – Streets*.
4. The attached document, labeled as Exhibit D and titled “Town of Ridgway Standard Specification and Typical Drawings for Infrastructure Construction, Addendum #1 – January 10, 2024”, shall be added to, and shall amend the *Town of Ridgway Standard Specification and Typical Drawings for Infrastructure Construction* dated October 2022.

ADOPTED AND APPROVED this _____ day of January, 2024.

John Clark, Mayor

ATTEST:

Pam Kraft, Town Clerk

EXHIBIT A

MINIMUM DESIGN STANDARDS

CURB, GUTTER, SIDEWALKS & STREETS

General

All curb, gutter, sidewalk, and street construction design, rights of way widths and street widths shall conform to the minimum requirements enumerated on the Town typical drawings and the requirements of the Subdivision Regulations of the Town of Ridgway. Care shall be taken to ensure continuity of grades, widths, etc, of proposed, existing, and future installations. Deviations from these standards and specifications may be permitted, when in the opinion of the Town, the quality of the finished work would not vary materially from the intent of these requirements.

Gravel Street Construction

Gravel streets shall only be accepted on residential, low traffic volume and low load streets when specifically approved by the Town.

Paved Street Construction

Minor residential streets shall have a minimum of six (6") of Class 6 base course with prime coat and a three (3") asphaltic concrete surface. Other residential and collector streets shall have a minimum of six (6") of Class 6 base course with prime and four (4") of asphaltic concrete surface. Base and surface treatment for arterial streets shall be designed by an engineer based on traffic load and soils conditions.

All paved streets shall have curb, gutter, or valley pan and sidewalk on both sides. The curb, gutter, and sidewalk shall conform with Town standard drawings and specifications for that work.

Street Layout

Street, Alleys and Lots shall be designed in accordance with RMC 7.5.4 and the following. Street widths shall conform to Town of Ridgway standard drawings for the type of street being designed. Gravel streets shall have a cross slope of 3% and paved streets shall have at least 2% cross slope. The maximum slope on both surfaces is 3.5%.

The minimum profile for all streets is 0.5 percent. The maximum slope of local streets shall not exceed 7% and not exceed 5% for other streets. Driveway approaches shall not exceed 7% within the right of way. The minimum length of vertical curves for all streets shall be 300 ft except that where the algebraic change in grade is less than two percent, vertical curves may be omitted. On local streets the minimum radius of horizontal curves shall be 100 ft and 150 ft for all over streets.

Roads shall be designed with connectivity to other roads. Intersections shall be at approximate right angles. Street design shall take into account both sides of the street and all intersections to ensure all designs fit not only with current development but also with any existing development and potential future development, public and private.

Where justified to the Town, dead end roads shall terminate in a cul de sac with a minimum radius of 100 ft and a length of 500 ft or less as measured from the center of the intersection of the cross road and the center of cul de sac.

EXHIBIT A

In special topographic conditions, the Town may allow deviations from these requirements in order to provide the Town with better drainage or a better intersection design.

Offset tee intersections shall have those legs at least 125' apart centerline to centerline to facilitate a reasonable line of sight between the intersections.

Service Line Installation

All service lines shall be installed (accordance with the appropriate Town standards) prior to paving any street.

Drainage

All streets shall be designed to provide continuous surface drainage directed to storm drain inlets and drainage courses. Grade shall permit flow without ponding. Use of drainage swales along the roadway are encouraged. Drainage shall be designed in accordance with the Town's Storm Water Standards.

A check shall be made to be sure of continuity of drainage design between the proposed construction and existing or future construction. In no case shall surface drainage be permitted to flow onto private property. The responsible party shall accommodate any run on water and remedy any problems which are created by the addition of the Responsible Party's facilities and/or development to any existing drainage.

Culverts shall only be installed where V-ditches, gutters, and/or valley pans will not carry the necessary flow. Diameter and slope shall be based on design flow per the Storm Water Standard. Minimum diameter in roadways shall be 18" and minimum in driveways shall be 12".

Monumentation

Centerline monuments shall be set at each street intersection upon completion of the street construction. If an existing road is resurfaced, the monuments shall be restored or set as necessary. Monuments shall be set in accordance with the Town typical details for centerline monuments.

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Concrete Standards

I. General Provisions

General

Concrete work within any street, park, trail or alley. Town owned easement of right of way or in any part of the water system, wastewater system, parks, and storm drainage system of the Town shall meet the requirements of these Standards and Specifications. This includes any work being performed directly for the Town or any work being performed for which the Town will have ownership or maintenance responsibilities as well as work within Town controlled property. Engineering, plans, licenses, permits, inspections, warranties and acceptance shall be as detailed in these applicable Standards and Specifications for the type of construction involved.

For all concrete work, where CDOT standards address issues not covered below or are more stringent than those contained herein, CDOT requirements shall be met.

Refer to the General Requirements of these Standards for Abbreviations and Definitions.

Reference Documents

CDOT Standards shall refer to the most recent version of the CDOT Standard Specifications for Road and Bridge Construction, and CDOT Standard plans (M and S Standards).

Submittals and Method Statements

Mix Design. Prior to the placement of any concrete the Responsible Party shall provide a design mix for review and approval by the Town. Once approved that will be the only mix to be used on the project. Additional mixes or changes to the mix requires resubmittal and approval of the new mix.

Concrete Proportioning. Proportioning the "dry" constituents of concrete mixtures shall be accomplished by weighing. The Supplier for the Responsible Party shall provide adequate and accurate scales for this work. The accuracy and tolerances of all scales shall be as prescribed by state law. The scales shall be sealed by the measurement standards section of the Colorado Department of Agriculture at least once each year, each time the scales are relocated, and as often as the Town deems necessary. Weighers certified by the measurement standards section of the Colorado Department of Agriculture shall operate scales. The certified weigher shall perform the duties according to the Colorado Department of Agriculture's regulations. There shall be no variance permitted in the minimum cement factor (sacks per cubic yard) as specified for the mix design. The total quantity of mixing-water per sack of cement, including free water in the aggregates, shall not exceed the maximum specified herein. The Responsible Party shall develop the proper proportions of aggregates, cement and water that shall meet or exceed minimum requirements of these Standards and Specifications. Mix design shall be submitted to the Town, along with at least two (2) sets of 3 certified twenty-eight (28) day compressive strength test results of the mix proposed for use, for review and approval. No concrete shall be incorporated into the work until the Town approves the concrete mix.

The concrete shall have a compressive strength of not less than four five hundred (4,500) pounds per square inch at twenty-eighth (28th) day after pouring. The minimum cement content of this concrete shall be six

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(6) standard 94-pound sacks of cement per cubic yard of concrete. The water-cement ratio shall not exceed 0.40, including moisture in aggregates and water added in field adjustments, for watertight structures nor exceed 0.43 for other work. Slump shall not exceed 4" when the middle third of the truck is tested. If greater slump is required (and approved in writing by the Engineer), additional water may be added with a proportional increase in cement to maintain the same water-cement ratio or the use of water reducing agents may be proposed, with sufficient support data, for review and approval by Engineer. Entrained air shall be between 5% - 8 %. Where concrete is to be subject to traffic or other loads in less than 10 days, concrete mix shall be designed to achieve a laboratory compressive strength of at least thirty six hundred (3,600) psi in 72 hours. During hot or cold weather or if the Responsible Party wishes to open the concrete to traffic or load in less than 7 days, additional cylinders shall be formed and those cylinders left on site and cured as the concrete is cured until the day of testing. For flatwork, a CDOT D mix is acceptable as long as the design mix test results include the same admixtures as the concrete furnished.

Reinforcement. Submit shop drawings of the reinforcement for Town review. The Town's review of shop drawings and bar schedules shall not relieve the Responsible Party of fulfilling his responsibilities as outlined in the plans and specifications and ensuring that the shop drawings are consistent with the plans and design intent.

Method Statements. Provide Method Statements for any processes for which the Town requests.

Quality control

Quality control testing to confirm the concrete meets the Town Standards including air, slump, temperature, and yield, shall be performed on all trucks with the samples taken in the middle 1/3 of the delivery. A minimum of 5 compressive strength cylinders shall be taken for every day of pour from a truck selected by the Town. If more than 35 cubic yards is placed in a single day, compressive strength cylinders shall be taken for each 35 cy or fraction of that placed in a single day. During hot or cold weather or if the Responsible Party wishes to open the concrete to traffic in less than 7 days, additional cylinders shall be formed and those cylinders left on site and cured as the concrete is cured until the day of testing.

If water is added at the job site, slump tests shall be run and test cylinders cast following the addition of the water.

The Responsible Party is encouraged to test the concrete air and slump in advance of placing any concrete to ensure that the material is within specification; however that testing is not a substitute for the quality control testing required above.

The required testing services shall be performed by a testing agency approved by the Town, and testing agencies shall meet the requirements of ASTM E329. A representative of a qualified testing agency shall inspect, sample, and test material and production of concrete as required by the Town at the Responsible Party's expense. When it appears to the testing representative that any material furnished or work performed by the Responsible Party fails to meet minimum specification requirements, the testing agency shall promptly report the deficiency to the Town and the Responsible Party.

The testing agency shall report test and inspection results to the Town and Responsible Party immediately after they are performed. Test reports shall include the exact location of the work at which the batch represented by a test was deposited. The report of the strength test shall include detailed

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information on storage and curing of specimen prior to testing, the project number, and the location of the concrete (curb, manhole, inlet, sidewalk, paving, etc.). Test reports shall bear the seal and signature of a PE registered in the State of Colorado and competent in the field of concrete testing. Reports not properly certified shall not be accepted.

The testing agency or its representative is not authorized to revoke, alter, relax, enlarge or release any requirements of these Standards and Specifications, nor approve or accept any portion of the work.

II. Materials

General

Concrete shall be composed of Portland cement, aggregate, and water, and shall be reinforced with steel bars, steel wire fabric or fibrous reinforcing where required. No admixture other than air-entraining agents, or water reducing agents shall be used without written permission from the Town and those admixtures shall be the same as used in the concrete for which the supplier provides test results.

Cement

Cement used in concrete work will be Portland cement conforming to the requirements of ASTM C-150, Type I, IA, Type I/II modified, II, Type V, or IIA. In general, Type II or IIA shall be used in concrete which shall be in contact with the soil, unless otherwise allowed or directed by the Town. Cement that for any reason has become partially set or that contains lumps of caked cement shall be rejected. When preparing the mix design, the Responsible Party shall provide for protection against sulfate attack. By reference the section 601.04 and referenced Table 601-2 of the CDOT Specifications is incorporated. Consideration must also be given to the soils and water with which the concrete may come in contact as well as the aggregates in the mix.

The Supplier for the Responsible Party shall ensure the proper storage of cement until it is used. No damaged cement shall be used in the work, and such cement shall be immediately removed from the site when so ordered by the Town. When requested by the Town, the Responsible Party shall, at his own cost and expense, furnish a certificate from an acceptable testing laboratory for each batch of cement from which cement is taken for use in the work, stating that the cement meets the requirements of these Standards and Specifications for Portland cement.

Flyash

Approved fly ash may be substituted for ASTM C150 cement up to a maximum of 20 percent Class C or 20 percent Class F by weight of total cementitious material. Percentage shall be calculated as follows:

$$\left(\frac{\text{Flyash}_{\text{lbs}}}{\text{Cement}_{\text{lbs}} + \text{Flyash}_{\text{lbs}}} \right)$$

Aggregates

Aggregates from different sources and of different gradings shall not be stockpiled together. The test results for the mix design shall utilize the same aggregates as will be furnished to the project.

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Aggregate shall be handled from stockpiles or other sources to the batching plant in such a manner as to secure a uniform grading of the material. Aggregates that have become segregated, or mixed with earth or foreign material, shall not be used. All aggregates produced or handled by hydraulic methods, and washed aggregates, shall be stockpiled or binned for draining at least 12 hours before being batched. If aggregates contain high or non-uniform moisture content, a storage or stockpile period in excess of 12 hours may be required.

Coarse Gravels. Coarse aggregate shall conform to the grading in Table 703-1 of the CDOT Standards. Number 57 and Number 67 shall each be furnished in two separate sizes and combined in the plant in the proportions necessary to conform to the grading requirements. Compliance with grading requirements will be based on the combination and not on each individual stockpile.

Fine Aggregate. Fine aggregate for concrete shall conform with CDOT requirements in Section 703 and Colorado Procedure 31, Method D, unless otherwise specified. The minimum sand equivalent, as tested in accordance with AASHTO T 176 shall be 80 unless otherwise specified. The fineness modulus as determined by AASHTO T 27, shall not be less than 2.50 or greater than 3.50 unless otherwise approved.

Water

Water for concrete shall be clean and free from sand, oil, salt, acid, alkali, organic matter, or other deleterious substances. Water not from a potable source must be tested in accordance with and meet the suggested requirements of AASHTO T 26. Potable water from public supplies or water which has been proven to be suitable for drinking is preferred and does not need to be tested.

Air Entrainment

Air entraining admixtures for concrete that will have exposed surfaces shall conform to the requirements of AASHTO M 154. Air-entraining admixtures shall conform to the requirements of ASTM C-260. Admixtures which have been frozen will be rejected. Air content shall be between 5% and 8%. At acceptance testing if the air content is below 5% the Responsible Party can authorize additional air entraining admixture. The mix must then be mixed at mixing speed a minimum of 20 revolutions and re-tested to confirm the adjustment prior to discharging. Delivery of a mixture in excess of 8% will be rejected.

Admixtures

The Responsible Party may elect to use another admixture provided the Town specifically approves the admixture. Admixtures to be used for plasticizing, densifying, retarding, or acceleration of hardening of concrete shall, when added to the mixture, produce a concrete of the specified strengths in seven (7) day and twenty-eight (28) day tests. Documented evidence of acceptability shall be required when new or unknown admixtures are proposed for use.

Flowfill Specifications

Flow-fill shall meet the requirements of Section 206.02(a) of the current *CDOT Standard Specifications for Road and Bridge Construction*. Flow fill may be made from different ingredients and/or at different proportions than those specified in the CDOT Standard Specifications when approved by the Town.

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Reinforcement

Fiber Reinforcement. Fibrous reinforcing shall be used in Portland cement concrete used for curb, gutter, sidewalks, curb turn fillets, cross pans, and valley pans. Note that valley pans wider than 4' also require wire mesh. Fibrous concrete reinforcement shall consist of one hundred (100) percent virgin polypropylene fibrillated fibers specifically manufactured for use as concrete reinforcement, containing no reprocessed olefin materials. Substitutions may be considered at the discretion of the Town. The following shall be submitted to the Town during the submittal process:

One copy of manufacturer's printed product data, clearly marked, indicating proposed fibrous concrete reinforcement materials. Quantity of fiber added should be consistent with manufacturer's recommendation and the proposed use.

One (1) copy of manufacturer's printed batching and mixing instructions.

One copy of a certificate prepared by the concrete supplier stating that the approved fibrous concrete reinforcement materials at the rate of one and one-half (1.5) pounds per cubic yard were added to each batch of concrete delivered to the project site. Each certificate shall be accompanied by one (1) copy of each batch delivery ticket indicating the amount of fibrous concrete reinforcement material added to each batch of concrete.

Steel Reinforcement. Steel reinforcement bars shall conform to Standard Specifications for Concrete Steel Reinforcing Bars, Designation A-615, Grade 60, and A-305, of ASTM. Deformations of reinforcing steel bars shall comply with the latest revision of ASTM A 305. All rebar in structures that could potential contain water or sewage shall be epoxy coated. The use of cold twisted bars will not be permitted.

Welded Wire. Welded wire fabric (WWF) for concrete reinforcement shall be of the gauge, spacing, dimensions, and form specified on the plans or detailed drawings and shall comply with "Specifications for Welded Steel Wire Fabric for Concrete Reinforcement" (ASTM A-185) or "Specification for Welded Deformed Steel Wire Fabric for Concrete Reinforcement" (ASTM A-497). Welded wire fabric shall be adequately supported and in no case will WWF smaller than 6X6/4X4 be used.

Snap Ties

Snap ties shall all be cone style and in all work that may need to be water tight have a neoprene waterstop on the tie.

Water Stop

Waterstop shall be extruded multi-rib elastomeric PVC as manufactured by Waterseals Inc, Chicago, IL, Greenstreak Plastic Products, St Louis, MO or equal. Unless otherwise specified the water stop shall be 6-inch.

Expansion Joint Material

Expansion joint material shall be non-extruding preformed joint filler and shall conform to ASTM Specification D1751 or D1752.

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Curing Compound

Membrane curing compounds for concrete shall be the pigmented type conforming to the requirements of AASHTO-M-148 and/or ASTM-C-309. The type of membrane curing compound chosen shall not permanently discolor the concrete surface.

Concrete Sealer

Sealer shall be a 40% silane penetrating sealer that chemically reacts with and bonds with the concrete substrate such as Dayton J29 or approved equal.

III. Execution

Subgrade Preparation

The subgrade shall be excavated or filled to the required grades and lines. Soft, yielding, or otherwise unsuitable material shall be removed and replaced with suitable material. Filled sections shall be compacted and the compaction shall extend a minimum of six (6) inches outside the form lines. The subgrade shall be compacted to the density shown on the plans and consistent with the Town standards for the work (more stringent will apply) and trimmed to provide a uniform surface at the correct elevation. Subgrade preparation supporting concrete shall not exceed 1/4" from true line and grade.

Forming

Forms shall be of suitable material and of type, size, shape, quality, and strength to enable construction as designed. The forms shall be set true to line and grade, mortar tight, and sufficiently rigid to resist any appreciable amount of springing out of shape during placing of concrete. The responsibility for the adequacy shall rest with the Contractor. All dirt, chips, sawdust, nails, and other foreign matter shall be completely removed from forms before any concrete is deposited therein. The surfaces of forms shall be smooth and free of irregularities, dents, sags, and holes that would appreciably deface the finished surface. Forms previously used shall be thoroughly cleaned of all dirt, mortar, and foreign matter before being reused, and the reuse of forms shall be subject to approval of the Engineer.

Any form which is not clean and/or has not had the surface prepared with a commercial form oil that shall effectively prevent bonding and that will not stain or soften concrete surfaces shall not be used. Wood forms shall be straight and solid, free of warps and cracks. Butt end splices shall be backed to ensure continuous straight forming throughout the full depth of the splice.

Plywood forms, plastic coated plywood forms, or steel forms shall be used for surfaces requiring forming which are exposed to view, whether inside or outside any structure. Surfaces against backfilled earth, interior surfaces of covered channels, or other places permanently obscured from view, may be formed with forms having sub-standard surfaces.

Form snap ties, clamps, or bolts shall be used to fasten forms. The use of twisted wire loop ties to hold forms in position will not be permitted, nor shall wooden spreaders be used unless approved by the Town. Clamps or bolts shall be of sufficient strength and number to prevent spreading of the forms. They shall be of such type that they can be entirely removed or cut back 1 inch below the finished surface of the concrete (cone shape only) and in watertight applications should have a waterstop on the snap tie. A 2" clearance shall be

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provided between snap ties and any rebar. Rebar shall not be supported on the snap ties. Forms for outside surfaces shall be constructed with stiff wales at right angles to the studs and all form clamps shall extend through and fasten such wales, all based on the rate of concrete pour.

Before concrete is placed in forms, all inside surfaces of the forms shall be thoroughly treated with an approved releasing agent that will leave no objectionable film on the surface of forms that can be absorbed by the concrete. Care shall be exercised that no releasing agent is deposited on previously placed concrete.

Unless otherwise designated on the plans, all exposed edges shall have a 3/4 inch chamfer. Forms for curved surfaces shall be so constructed and placed that the finished surface will not deviate appreciably from the arc of the curve.

Forms shall be so constructed that portions, where finishing is required, may be removed without disturbing portions of form to remain.

Forms shall not be disturbed until the concrete has cured sufficiently to permit their removal without damaging the concrete or until the forms are not required to protect the concrete from mechanical damage. Minimum time before removal of forms after placing concrete shall be one (1) day for footings and Class "D" concrete and two (2) days for other concrete except in curbs, gutters, sidewalks and pavements. The use of slip forms and concrete paving machines is encouraged.

Slip Form. Slip form equipment shall be provided with traveling side and top forms of suitable dimensions, shape, and strength to support the concrete for sufficient time during placement to produce the required cross section for the work. The equipment shall spread, consolidate, and screed the freshly placed concrete in such a manner as to provide a dense homogeneous product.

The slip form equipment shall have automatic sensor controls which operate from an offset control line. The line and grade of the slip form equipment shall be automatically controlled.

Reinforcement

Before being positioned, reinforcing steel shall be thoroughly cleaned of mill and rust scale and of coatings that will destroy or reduce the bond. Where there is delay in depositing concrete, reinforcement shall be re-inspected and, if necessary, cleaned. Reinforcement shall be carefully formed to the dimensions indicated on the plans by the cold bending method. Cold bends shall be made around a pin having a diameter of six (6) or more times the diameter of the reinforcing bars. Reinforcement shall not be bent and then straightened. Bars with kinks or bends not shown on the plans shall not be used. Precast mortar blocks, or other non-metal supports shall be as approved by ACI.

Concrete Mixing

Plant Mixed. Batching and mixing shall be in accordance with ASTM C94, Specifications for Ready Mixed Concrete and CDOT Section 412. Site mixed concrete will not be accepted except for volumes of less than 1/2 cubic yard. The concrete shall be uniform in composition and consistency throughout the mixed batch, and from batch to batch, except where changes in composition or consistency are directed. Concrete shall be continuously mixed or agitated from the time the water is added until the time of use. The stationary mixing (prior to adding water) time shall be between 50-90 seconds. Excessive overmixing requiring the addition of water to preserve the required consistency will not be permitted. The temperature of the

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concrete when it is being placed shall be not more the 85° F and not less than 40° F in moderate weather, or 50° F when the mean daily temperature drops below 40° F. From the time water is added to the mix or cement comes in contact with aggregate, until the concrete is deposited in place, time shall not exceed 45 minutes if hauled in non-agitating trucks, and 90 minutes if hauled in agitating or mixing trucks.

The Town shall have free access to the mixing plant during times of operation. The organization supplying the concrete shall have sufficient plant and transportation facilities to assure continuous delivery of the concrete at the required rate.

The Responsible Party shall collect batch tickets from the driver for concrete used on the project and deliver them to the Town before discharge.

When the truck arrives at the project site the truck must be mixed at mixing speed for 70 to 100 revolutions. The initial testing of the mix is performed (air content, slump, and temperature) after such mixing. Should there be a need to adjust slump or air content, the mix may be modified in the field with concurrence from the Town to adjust water content (not exceeding the specified water/cement ratio), air content, and chemical modifiers to either delay or accelerate set. The mix should then be mixed in the drum at mixing speed for a minimum of an additional 30 rotations and retested to confirm the adjustments. After initial acceptance testing and before any concrete is placed and through the duration of the discharge of the mix no additional modifications can be made to the mix.

The use of ready-mixed concrete in no way relieves the Responsible Party of proper proportion, mix, delivery, or placement of concrete; concrete must conform to the requirements of these Standards and Specifications and ASTM C-94.

Site Mixed. Concrete mixed on site shall be mixed in a drum type mixer which shall conform to the standards of Volumetric Mixer Manufacturer Bureau. The mixer shall be capable of combining the aggregate, cement, and water into a thoroughly mixed and uniform mass and discharging the material without segregation. Concrete shall be thoroughly mixed for a period of not less than two (2) minutes after the materials, including the water, have been placed in the drum. During the mixing period, the drum shall be operated at the speed specified by the manufacturer of the equipment. The entire contents of the mixer shall be discharged before recharge, and the mixer shall be cleaned frequently. The concrete shall be mixed only in quantities that are required for immediate use. The volume of the mixed materials per batch shall not exceed the manufacturer's rated capacity of the mixer. Mixer must be kept clean of hardened concrete.

When concrete is mixed at the site, cement must be Type IA or IIA. The addition of any admixture at the job is prohibited, except where approved by the Town representative. Job mixed concrete must meet the same quality specifications as plant mixed concrete.

On site mixing of concrete other than in a drum is prohibited.

Concrete Delivery

Batch tickets shall provide the following information:

- (a) weight and type of cement;
- (b) weights of fine and coarse aggregates;

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- (c) volume (in gallons) of water including surface water on aggregates; (d) quantity (cubic yards) per batch;
- (e) times of batching and discharging of concrete;
- (f) name of batch plant;
- (g) name of Responsible Party;
- (h) name and amount of admixture if approved; and,
- (i) date and truck number.

Additional field information shall be provided as follows:

1. time of batch arrival
2. any modifications to the mix at acceptance and prior to discharge such as gallons of water added
3. time of discharge
4. temperature of discharge mix
5. slump of discharge mix
6. air content of discharge mix
7. yield of discharge mix

The consistency of concrete shall be kept uniform for each class of work and shall be checked by means of slump tests or Kelly ball tests. The workability of the concrete shall be determined by the installer but adjusting the workability shall not create a deviation from the design mix specifications. Concrete shall have a consistency such that it can be worked into corners and angles of the forms and around joints, dowels and tie-bars by the construction methods, which are being used without excessive spading, segregation or undue accumulation of water or latent material on the surface.

If, through accident, intention, or error in mixing, concrete fails to conform to the proportions of the approved mix design, such concrete shall not be incorporated in the work but shall be properly disposed of off the project site as waste material at the Responsible Party's expense.

Placement

General. Before depositing concrete, debris shall be removed from the space to be occupied by the concrete, and the forms, including any existing concrete surfaces, shall be thoroughly wetted. Concrete shall not be placed until forms and reinforcing steel have been inspected by the responsible party in the presence of the Town. Concrete shall be handled from the mixer to the place of final deposit as rapidly as possible by methods that prevent separation or loss of ingredients. The concrete shall be deposited in the forms as nearly as practical in its final position to avoid re-handling. It shall be deposited in continuous layers, the thickness of which generally shall not exceed twelve (12) inches. Concrete shall be placed in a manner that shall avoid segregation and shall not be dropped freely more than five (5) feet. If segregation occurs, the Town may require the concrete to be removed and replaced at the Responsible Party's expense. Concrete shall be placed in one continuous operation, except where keyed construction joints are shown on the plans or as approved by the Town. Delays in excess of thirty (30) minutes may require removal and replacement of that pour, as determined by the Town. The course aggregate shall be worked back from the forms and worked around the reinforcement without displacing the bars. After initial set of the concrete, the forms shall not be jarred and strain shall not be placed on the ends of projecting reinforcement.

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Pipes, fittings, chutes, troughs, spouts, or tremies that are fabricated of aluminum materials for pumping, conveying, or placing concrete shall not be used.

Concrete, except for cofferdam seals, shall not be deposited under water, unless approved by the Town. If approved, care shall be exercised to prevent the formation of laitance. Concrete shall not be deposited until all laitance, which may have formed on concrete previously placed, has been removed. Pumping shall be discontinued while depositing foundation concrete if it results in a flow of water inside the forms. If concrete, except for cofferdam seals, is deposited under water, the proportion of cement used shall be increased at least 25 percent at the Responsible Party's expense.

No re-tempering of concrete shall be permitted. Hand-mixed concrete shall not be permitted except by written approval of the Town, and then in only small quantities or in case of an emergency. If the work requires more than ½ cubic yard shall be batched at a ready mix plant.

Placement of form stakes in the concrete should be avoided. Where such placement cannot be avoided, form stakes shall be removed as soon as the concrete is hardened sufficiently to not require the staking. Holes left when the stakes are removed shall be packed full depth with concrete and not, just finished over the top.

Reinforcement

Steel Placement. Reinforcing steel shall be in accordance with the approved plans and ACI requirements and shall be accurately placed and secured against displacement by using annealed iron wire no thinner than No. 18 gauge, or by suitable clips at intersections. Where necessary, reinforcing steel shall be supported by metal chairs or spacers, precast mortar blocks, or metal hangers. Splicing of bars, except where shown on the plans, shall not be permitted without approval of the Town.

Reinforcing steel shall not be supported by form ties. Form ties shall be set so there is at least 2" clear between form ties and reinforcing steel.

Unless otherwise shown on the plans, the minimum clear cover for reinforcing steel shall be the following, which is specified in ACI 301, Section 5.5. Note that "clear" distance is measured from the edge of the bar closest to the form or earth to the form. Where minimum distances are called out, there is no tolerance for the minimum distance.

Consolidation

Concrete shall be thoroughly compacted and/or vibrated. Concrete shall be compacted by internal vibration using mechanical vibrating equipment, except that concrete in floor slabs, sidewalks, or curb and gutter, not poured against form linings, shall be either tamped or vibrated. Care shall be taken in vibrating the concrete to vibrate only long enough to bring a continuous film of mortar to the surface. Vibration shall stop before any segregation of the concrete occurs. Mechanical vibrators shall be an approved type as specified in ACI Publication 309, Chapter 5. Vibrators shall not be used to move or spread the concrete.

Any evidence of segregation, the lack of consolidation or over-consolidation shall be regarded as sufficient reason to require the removal of the section involved and its replacement with new concrete

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at the Responsible Party's expense. The Responsible Party shall remedy any defects in the quality and appearance of the completed work.

Backfilling

When side forms are removed and the concrete has gained sufficient strength, the space adjoining the concrete shall be promptly backfilled with suitable material, properly compacted, and brought flush with the surface of the concrete and adjoining ground surface. In embankments, the backfill shall be level with the top of the concrete for at least two (2) feet and then sloped as shown on the drawings or as directed by the Town.

Contraction Joints

Transverse joints shall be placed at maximum intervals of ten (10) feet to control random cracking; joints shall be formed, sawed, or tooled to a minimum depth of one-quarter ($\frac{1}{4}$) of the total thickness. Tooled joints shall not be used in sidewalks. If divider plates are used, the maximum depth of plates shall not be greater than one-half ($\frac{1}{2}$) depth at the finished surface and shall be no less than one (1) inch.

Bar placement shall be in accordance with the approved plans and ACI requirements.

Contraction Joint. Joints shall be spaced as follows:

1. Not more than ten (10) feet nor less than five (5) feet apart in curb and gutter and combination curb-sidewalk.
2. Not more than the width of the sidewalk (up to eight (8) feet), nor less than five (5) feet apart in sidewalk.
3. At least two (2) joints, equally spaced at not greater than ten (10) foot intervals applicable in driveways.
4. Around all valves, manholes.
5. Should be placed to avoid a joint having a point.
6. As directed by the Town.

Expansion Joints

Expansion joint material shall be provided at the following locations and shall be in place in the forms prior to the placement of concrete:

1. At each end of curb return.
2. At both edges of driveway.
3. Between back of sidewalk and driveway slab or service walk.
4. Between new concrete and existing - buildings.
5. As shown on the drawings.
6. As directed by the Town.
7. Between new and existing concrete. Note: existing concrete is any concrete one day or more old
8. Every one hundred (100) feet in sidewalk curb and gutter when hand-formed.
9. Every two hundred (200) feet in sidewalk, curb and gutter when placed slip formed.
10. Inlets

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Dowel Joints

When new concrete to be placed against existing, the work shall be accomplished so that there is no abrupt change in grade between the old section and the new work. Smooth dowels and full depth expansion material shall be placed between the new and old concrete. Install caulk over the joint once the concrete has cured. Where new sidewalk construction abuts existing sidewalks, no addition to existing sidewalks or other flat work concrete shall be made less than four (4) feet in width.

Finishing

Concrete shall be placed and finished under the direct supervision of an individual with a current ACI Concrete Flatwork Technician certification, or approved equal. Exposed faces of curbs and sidewalks shall be finished to true-line and grade as shown on the plans. After the water has stopped bleeding and the water sheen has left the surface, the surface shall be floated to a smooth but not slippery finish. Sidewalk and curb shall be broomed or combed and edged, unless otherwise directed by the Town. After completion of brooming and before concrete has taken its initial set, edges in contact with the forms shall be tooled with an edger having a three-eighth ($\frac{3}{8}$) inch radius. No dusting or topping of the surface or sprinkling with water to facilitate finishing shall be permitted. Should there need to be assistance to facilitate finishing, the Responsible Party shall submit on a finishing aid material to the Town for approval. If allowed the finishing aid shall be mixed and applied to the manufacture's recommendation. Application of finishing aid not in accordance with manufacture's recommendation or used in excess will be cause for rejection of the work. Steel trowels shall not be used on air entrained (exterior service) concrete.

Immediately following the removal of the forms, fins and irregular projections shall be removed from surfaces except from those that are not to be exposed or are not to be waterproofed. On surfaces, the cavities produced by form ties, honeycomb spots, broken corners or edges, and other defects, shall be thoroughly cleaned, moistened with water and carefully pointed and trued with a mortar consisting of cement and fine aggregate. The surface shall be left sound, of acceptable finish, even, and uniform in color. Mortar used in pointing shall not be more than thirty (30) minutes old. Construction and expansion joints in the completed work shall be left carefully finished and free of mortar and concrete. The joint filler shall be left exposed for its full length with clean and true edges.

Curing

Fresh concrete shall be protected from weather damage and mechanical injury during the curing periods. The use of a membrane-curing compound is required unless otherwise approved by the Town. The membrane-curing compound shall be applied at the rate of one hundred fifty (150) square feet per gallon unless the manufacturer recommends otherwise and at no less than needed to provide a uniform seal.

Membrane curing compound shall not be used when the concrete surface will be painted. The selected curing process shall be started as soon as possible without injury to the concrete surface. The following curing procedures may be used subject to the approval of the Town:

- (a) Ponding (for slabs or footings)

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- (b) Membrane curing compound
- (c) Wet burlap, earth, or cotton mats
- (d) Waterproof paper or polyethylene plastic cover

Surfaces being wetted by ponding, spraying, or wetted material shall be kept completely wetted, with an excess of free water on the surface, for the first 120 hours. After this period, for the next 3 days, a wetting schedule shall be followed whereby the concrete is wetted on a schedule approved by the Town.

Surfaces being protected by waterproof paper or polyethylene plastic cover shall receive special attention during the first 120 hours to ensure there is actually free moisture on the surface of the concrete under the waterproof surface. The Town may require the removal of the cover and a wetting of the surface when, in its judgment, there is insufficient moisture for curing. After the first 120 hours, the cover shall be kept tightly in place for the remainder of the curing period.

Cold Weather

During cold weather concreting conditions, concrete construction shall be accomplished in accordance with ACI 306. In all cases, the concrete supplier shall furnish concrete suitable for placement in cold weather conditions. At a minimum cold weather procedures shall be followed when:

A period when more than three successive days the average daily outdoor temperature is below forty degrees (40°) F (the average of the highest and lowest temperatures from midnight to midnight).

November, December, January, February, and March regardless of temperature.

The following prohibitions and conditions shall be in effect during cold weather:

The mixed concrete temperature shall be between 50 and 85°F at the time of placement. Water aggregates, or both shall be heated when necessary under such control and in sufficient quantities to avoid fluctuations in the temperature of the concrete of more than 10° from batch to batch.

To avoid the possibility of flash set when the water is heated to a temperature of exceed of 100°F, the water and the aggregates shall be charged into the mixer before the cement is added.

Heating equipment or methods that alter or prevent the entrainment of the required amount of air in the concrete shall not be used. Equipment used shall be capable of heating the materials uniformly. Aggregates and water used for mixing shall not be heated to a temperature exceeding 150 °F.

Materials containing frost or lumps of frozen materials shall not be used

Stockpiled aggregates may be heated by use of dry heat or steam. Aggregates shall not be heated by gas or oil flame or on sheet metal over fire.

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When aggregates are heated in bins, steam-coil or water coil heating, or other methods that will not be detrimental to the aggregates may be used.

Concrete shall not be placed on a surface with a temperature of less than 40 F.

Before concrete placement, all ice, snow, and frost shall be completely removed.

Insulating materials shall be available and easily accessible.

Avoid direct contact of fresh concrete with carbon dioxide emitted from poorly ventilated space heaters.

Always use ASTM-approved curing compounds to ensure proper curing and to prevent rapid drying and loss of moisture.

If the concrete is found to have frozen in the first 48 hours, it shall be rejected.

Hot Weather

Except by written authorization of the Town accompanied by an acceptable method statement prepared by Responsible Party to protect the concrete, concrete shall not be placed if the temperature of the plastic concrete cannot be maintained at ninety degrees (90°) Fahrenheit or lower and moisture can be kept in the concrete. The placement of concrete in hot weather shall at a minimum comply with ACI 305.

Inclement Weather

In order that concrete may be properly protected against the effects of rain, hail, or snow before the concrete is sufficiently hardened, the Contractor will be required to have material available at all times for the protection of the edges and surfaces of all unhardened concrete. Such protective material shall consist of material which will protect the surfaces from finish damage or a local shift in cement water ratio. When rain appears imminent, all placement operations shall stop, forms shall be placed against the sides of work and protective covering shall be placed over the surface of the unhardened concrete. Damage caused by inclement weather or vandalism including dimples, changes in the surface water/cement ratio, or damage from protective plastic shall be cause for rejection of the work.

Protection of Concrete

As a minimum, insulated blankets are required as cover for concrete placed during cold weather. It is the responsibility of the Responsible Party, in extreme conditions, to determine if additional measures are needed to meet the temperature requirements.

Backfilling. Backfilling or opening to traffic shall not occur until the concrete has achieved at least 80% of design strength. Backfilling shall be completed consistent with the requirements of Section 22000 of the Town Standards and the approved plans.

Repairs. After stripping of the forms, if any concrete is found to be not formed as shown on the drawings or is out of alignment or level, or shows a defective surface, segregation, honeycombing, etc.,

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it shall be removed and replaced by the Responsible Party at his expense unless the Town gives written permission to patch the defective area. In this case, patching shall be done as described in the following paragraphs. Defects that require replacement or repair are those that contain honeycomb, damage due to stripping of forms, loose pieces of concrete, bolt-holes, tie-rod holes, uneven or excessive ridges at form joints, and bulges due to movement of the forms.

Ridges and bulges shall be removed by grinding no more than $\frac{1}{4}$ ". If in excess of $\frac{1}{4}$ ", concrete will be rejected, removed and replaced.

Honeycombed and other defective concrete that does not affect the integrity of the structure shall be chipped out, and the vacated areas shall be filled in a manner acceptable to the Town. The repaired area shall be patched with a non-shrink, non-metallic grout with a minimum compressive strength of five thousand (5,000) psi in twenty-eight (28) days. Repair areas treated with an epoxy-bonding agent shall have the approval of the Town before the repair filling is placed.

Bolt-holes, tie-rod holes, and minor imperfections as approved by the Town shall be filled with dry-patching mortar composed of one (1) part Portland cement to two (2) parts of regular concrete sand (volume measurement) and only enough water so that after the ingredients are mixed thoroughly, the mortar shall stick together on being molded. Mortar repairs shall be placed in layers and thoroughly compacted by suitable tools. Care shall be taken in filling rod and bolt holes so that the entire depth of the hole is completely filled with compacted mortar. The mortar mix proportions described above are approximate.

Those areas with excessive deficiencies as determined by the Town shall be removed and replaced at the Responsible Party's expense.

When it is necessary to remove a section of existing sidewalk, the entire plate of concrete between the contraction joints shall be removed unless the amount that needs to be removed is less than 40% of the length of the piece. In addition, no plate less than 5' in length shall be left in place. When removing, all edges of the old sidewalk that are intended remain shall be sawcut to a minimum depth of 1-1/2". If in removing the section to be removed, damage is done to other sections of the concrete, those too shall be removed and replaced.

Defaced, Defective and Damaged Concrete

It shall be the Responsible Party's responsibility to protect fresh concrete from damage as a result of vandalism, or other cause. Defective concrete, whether damaged or otherwise not consistent with these standards and the design intent shall be removed and replaced at the expense of the Responsible Party.

Sealer

All concrete flat work shall be sealed. Concrete shall have cured for minimum of 30 days before placing sealer. In preparation for applying the sealer, the concrete shall be throughout cleaned and all curing compound removed. Sealer shall only be applied in strict accordance with manufacturer's recommendations.

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Acceptance Requirements

The acceptance of all concrete improvements by the Town will be based on the following.

Submittal of all required test results and inspection reports certified by the Engineer or a qualified independent laboratory.

Confirmation that all work has been completed in accordance with these Standards.

Passing a final inspection of the work by the Town.

Submittal of two sets of "As-Built" construction drawings on twenty-four by thirty-six inch (24"x 36") paper. All "As-Built" drawings shall be certified by a Professional Engineer currently licensed by the State of Colorado and shall state the name of the Responsible Party. "As-Built" drawings shall also be submitted as an electronic AutoCAD file in accordance with the Town submittal standards in Section 19 of the General Requirements.

Any ADA curb ramp measurements, slopes, shapes, function, locations, tolerances, and/or dimension requirements outside of those defined by Public Right-of-Way Accessibility Guidelines (PROWAG) shall be rejected.

Dimensions of formed shapes shall not exceed $\frac{1}{4}$ " from true line and grade. If exceedances are identified, Responsible Party shall submit a plan to correct the deficiency for Town review.

Flat Surface castings shall not exceed $\frac{1}{4}$ " in 10 feet, exceedances greater than this shall be cause for rejection.

Written notice of rejection shall be given to Responsible Party in the event any aforementioned conditions given by the Town are not met, and work shall be halted until such time as corrective action is taken.

Penalties for non-conformance. Table 601-3 Pay Factors in Section 601 of the CDOT Specifications (see below), provides pay reduction factors for deviation from the specified air entrainment, slump, and compressive strength requirements. If in the case of the Town directly contracting the work, the pay reduction factors will be applied to the pay items related to each day of work the test result represents. If in the case the Town is accepting the work the Contractor/Developer is paying for, the Contractor/Developer will pay the Town the amount of the calculated reduction in pay according to table 601-3. When the test results are at a level the table states "Reject", all concrete work for that day that the test represents is rejected and shall be removed and replaced.

Warranty

The Responsible Party shall guarantee all portions of the work for a period of one year after completion and initial acceptance against defective workmanship and materials and shall keep the work in good repair and comply with the requirements of 20.02 of the General Requirements.

The Town possesses sole authority to require the repair or replacement of dedicated public improvements during the warranty period whose decision upon the matter shall be final and obligatory upon the Responsible Party.

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**Table 601-3
PAY FACTORS**

Percent Total Air		Strength		
Deviations From Specified Air (%)	Pay Factor (%)	Below Specified Strength (psi) [< 4500 psi Concrete]	Pay Factor (%)	Below Specified Strength (psi) [≥ 4500 psi Concrete]
0.0-0.2	98	1-100	98	1-100
0.3-0.4	96	101-200	96	101-200
0.5-0.6	92	201-300	92	201-300
0.7-0.8	84	301-400	84	301-400
0.9-1.0	75	401-500	75	401-500
Over 1.0	Reject	Over 500	Reject	
			65	501-600
			54	601-700
			42	701-800
			29	801-900
			15	901-1000
			Reject	Over 1000

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Design Standards

Streets

General

The purpose of these Standards is to provide minimum standards to safeguard life and limb, health, property and public welfare by regulating the design of, construction of, choice of materials used for, location of, maintenance and use of all public improvements and common facilities including, but not limited to, public and private streets, traffic signals and devices, public and private parking lots and appurtenances thereto. All equipment and material shall be new unless approved by the Town of Ridgway (Town).

These Standards represent minimum requirements and design values. Additional requirements of higher design values, commensurate with conditions, may be required by the Town if, in the Town's judgment, they are in the best interest of the Town. These design guidelines have been prepared to assist engineers preparing plans for roads and other street related public improvement projects in the Town of Ridgway. Variations may be considered based solely on sound engineering practice and will be reviewed and approved by the Town on an individual basis. Such variations must be requested in writing along with sufficient documentation supporting the request.

CDOT Specifications. Section 101 and Sections 200 through 717 of the current Standard Specifications for Road and Bridge Construction of the Colorado Department of Transportation, State of Colorado, (*CDOT Specifications*) as re-emphasized, supplemented or amended by the State and by these specifications shall govern all road and bridge construction work within the public right-of-way and in other areas of Town jurisdiction or ownership. Where a conflict in Standards exists, the more stringent shall apply unless otherwise approved by the Town.

Street System Design Criteria

Layout. Layout of all street systems shall conform to the Town subdivision requirements as defined in the Subdivision Regulations and with the Town Standards. Generally, local residential cross sections shall be used in areas where average daily traffic (ADT) is not likely to exceed 400 vehicles per day. Collector and arterial streets shall be constructed whenever engineered traffic analysis of the future traffic volumes indicates the need of a cross section greater than that of a local service street.

Additional ROW and/or easements may be required to satisfy other criteria contained in these Standards, or as deemed necessary by the Town. Areas outside the ROW shall be contour graded, compacted, and sloped, as required for proper drainage, soil stability, and maintenance accessibility. Outside the clear zone, cuts and fills proposed on slopes greater than three (3) horizontal to one (1) vertical shall require supporting calculations provided by a qualified geotechnical engineer based on a soils analysis. Within the clear zone slopes shall not exceed 6:1.

Staking Requirements

The professionally licensed surveyor shall set stakes at the bottoms of the approaches, the vertical point of change (VPC), the design elevation at the vertical point of intercept (VPI) station, the high point or low point, and the vertical point of tangent (VPT), as well as 25' stationing for the vertical alignment. For the

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horizontal alignment, provide stakes at 25 ft stations for flow line and top back of walk if not attached to curb, for ADA ramps include the beginning of the drop and end of the drop, sidewalk, begin curb return (BCR), $\frac{1}{2}$ delta, and end curb return (ECR), and the details for the valley pans and fillets. Survey stakes shall be set so that they are not in the way of construction and a set precisely due to precision that is needed especially on Frederick.

Provide the Town cut/fill sheets that have the name of the point being staked, the station, the offset, the elevation of the top of stake, the design grade at that location, and the cut or fill.

Design Element Coordination

Horizontal and vertical alignment continuity shall be provided between new and existing streets to achieve safe and aesthetically pleasing transitions. Sufficient data on existing infrastructure shall be depicted on plans, and limits of construction shall be designated to ensure that the desired continuity is achieved. Drainage and utility facilities are to comply with all applicable sections of Town Standards and are to be fully coordinated with the street design and proposed construction. Where new construction adjoins existing development, the design of the new construction shall incorporate the same standards to the adjoining existing development unless more stringent requirements are deemed necessary and demonstrate in the plans no adverse impacts on existing facilities, public and private

Traffic Impact Study

All requests for subdivision, zoning and other site developments shall provide a Traffic Impact Study using the Institute of Traffic Engineers (I.T.E.) informational manual, when requested by the Town, in a form specified by the Town. Impact Studies will typically be required for developments adding more than 12 additional lots.

Driveway Construction Regulation

Every driveway hereafter constructed, reconstructed or altered, in the Town right-of-way, shall conform with RMC 14-5-15 and to the following regulations.

- (1) No driveway shall be so located as to create a hazard to pedestrians, motorists, or to invite or compel illegal or unsafe traffic movements.
- (2) Unless otherwise approved by the Town, all driveways shall be constructed within lines at right angles to the curb or street line.
- (3) No driveway shall be constructed in such a manner as to create a hazard to any existing street lighting standard, utility pole, traffic regulating device or fire hydrant. The cost of relocating any such street structure when necessary to do so shall be borne by the responsible party. Relocation of any street structure shall be performed only by or through the person holding authority for the particular structure involved.
- (4) No construction, alteration or repair shall be permitted for any driveway which can be used only as a parking space or which provides access only to the area between the street roadway and private property.

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- (5) All driveways shall be so constructed that they shall not interfere with the drainage system of the street.
- (6) Where curbs exist, or are required, driveways shall be paved for their full width from the back of curb to the property line.
- (7) 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.
- (8) No property shall be allowed more than one driveway (no looped driveways).
- (9) Allowable widths for driveways are listed on the driveway typical drawings.
- (10) Water meter pits shall not be located in any driving or parking surface unless otherwise approved by the Town.
- (11) No curb cuts shall be allowed on a State Highway except with written permission of the Colorado Department of Transportation. The responsible party shall obtain all required permits.
- (12) Where curbs do not exist and a driveway crosses a drainage ditch, if practical driveway shall have a pan at the barrow ditch. If approved by the Town, a culvert may be installed by the property owner at a diameter sized according to the ditch capacity, but in no case less than twelve (12) inches. The minimum length of any culvert shall be five (5) feet greater than the driveway width or twenty (20) feet whichever is greater. Culvert installation shall include flared end sections with geotextile beneath riprap to prevent erosion.
- (13) Any deviation from these standards shall be allowed only by special written permission from the Town.

Angled Parking in Town-Owned Rights-of-Way

- (1) Proposed angled parking in rights-of-way shall not be allowed on Federal or State Highways, Town major arterial streets, or Town minor arterial streets,
- (2) New angled parking in the right-of-way where there is adequate width, shall be constructed in sections not less than half ($\frac{1}{2}$) of a town block in length.
- (3) The applicant shall submit two (2) sets of construction drawings to the Town, and receive approval from the Town staff of said drawings, prior to initiating construction of any angled parking in the right-of-way. The entity performing the construction shall obtain any necessary permits to work in the Town right-of-way.
- (4) Angled parking in the right-of-way shall meet the following design standards:
 - (a) A six (6) foot wide sidewalk with a minimum six (6) foot landscaped area between the sidewalk and the vertical curb section, or a fourteen (14) foot sidewalk with a two (2) foot strip of a different pattern or texture before the beginning of the curb/gutter section shall be included, with street trees placed at

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required intervals in appropriately designed tree grates.

(b) Trees shall be planted between the sidewalk and the parking area at approximately twenty-five (25) foot intervals.

(c) Angled parking in the right-of-way shall be delineated by vertical curbs. However parking blocks are prohibited.

(d) Landscaped islands defined by vertical curb and gutter extending as far into the street as is necessary to define the required depth of the parking spaces, and a twelve (12) foot to fourteen (14) foot travel lane shall be built at all corners, and at mid-block. The islands at the corners shall be of sufficient size to accommodate adequate snow storage during the winter. The specific size(s) for said islands shall be determined during the review of the construction plans.

(e) Sidewalks and a striped crosswalk at the mid-block crossing may be required. The decision as to the necessity of a sidewalk and crosswalk shall be made during the review of construction plans, and shall be based upon the location and projected level of use.

(f) Angled parking in the right-of-way shall be at either a sixty degree (60⁰) or forty-five degree (45⁰) angle. The size of parking spaces shall be in conformance with the parking typical drawing in the Town Standards

(g) Angled parking in the right-of-way shall not be allowed within forty (40) feet of corners (as measured from the existing curb line) where parked cars back into the travel lane toward an intersection; said parking shall comply with the distance requirements set forth in the edition of the 2010 edition of *Model Traffic Code for Colorado Local Governments* currently adopted by the Town of Ridgway:

- (i) No parking within five (5) feet of a driveway
- (ii) No parking within fifteen (15) feet of a hydrant
- (iii) No parking within twenty (20) feet of a crosswalk
- (iv) No parking within thirty (30) feet of a traffic control signal

(h) All designs shall meet standards of the Americans with Disabilities Act, 42 U.S.C. § 12101, *et seq.*, as amended. Design guidance is available in the Public Right-of Way Accessibility Guidelines (PROWAG).

(i) It shall be the applicant's responsibility to provide engineering drawings stamped by a registered engineer that show adequate drainage capacity, and integrate well with the drainage pattern throughout the rest of the block. Covered drains may only be allowed in the discretion of the Town in areas where no other reasonable options exist.

(j) Landscaping plans for the islands and the entire parking arrangement shall be submitted and approved by the Town prior to construction. Landscaping shall be consistent with the Town Landscape regulations and be consistent with Low Impact Development criteria. Drip irrigation shall be provided where needed to establish the landscaping. Nonfunctional turf is discouraged. No vegetation or other objects shall intrude into clear vision areas.

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(k) Deviations from these design standards require written request for the deviation with sufficient support documentation for the Town to assess the request.

(5) Adjacent property owners shall be responsible for maintaining the street trees, vegetated islands, and any planting strips located in the Town's right-of-way in accordance with RMC 14. Adjacent landowners shall also be responsible for snow removal, striping, and pavement repair and/or replacement within any right-of-way.

(6) Angled parking in the right-of-way shall be for use by the general public, and not solely for the private use of the person requesting it, or the adjacent landowner, or business entity owned by said requesting person. Signage is prohibited which purports to limit the public's use of angled parking spaces that have been installed in the right-of-way.

Subgrade Investigation and Pavement Design Report. This report shall be prepared by or under the supervision of and signed by a Professional Engineer currently registered in the State of Colorado and shall include the following information.

(1) Vicinity map to locate the investigated area.

(2) Scaled drawings showing the location of soil borings.

(3) Scaled drawings showing the estimated extent of subgrade soil types

(4) ESAL for each street.

(5) Pavement design alternatives for each street on a scaled drawing.

(6) Tabular listing of sample designation, sample depth, Group Number, Liquid Limit, Plasticity Index, percent passing the No.200 sieve, Group Index, Unified and AASHTO Classification, and soil description.

(7) Proctor Compaction Curves.

(8) R-value test results of each soil type used in the design. Minimum R values shall meet the Town Standards

(9) Pavement design methodology following *AASHTO Guide for Design of Pavement Structures*— with all assumptions and variables clearly defined.

(10) Design calculations.

(11) A narrative describing potential subgrade soil problems including, but not limited to, heave or settlement prone soils, frost susceptible soils, ground water, drainage considerations (surface and subsurface), cold weather construction (if appropriate), and other factors, properties, or fill areas which could affect the design or performance of the pavement system.

(12) Recommendations to alleviate or mitigate the impact of problems discussed above.

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Quality Control

The Responsible Party is responsible for quality control of all work performed and shall implement whatever procedures, methods, testing, surveying, and supervision that is required in order to insure that the work conforms to the approved plans and Street System Standards.

The Responsible Party is responsible for submission of HMA quality control testing documentation to verify that the mix design for the work performed conforms to the Standards for Hot Mix Asphalt (HMA) as shown in Table 1.

TABLE 1 – REQUIRED QUALITY ASSURANCE (QA) / QUALITY CONTROL (QC) TESTING			
TEST SPECIFICATION TEST REQUIRED	TEST PROCEDURE TOLERANCE	FREQUENCY	
		PART TIME INSPECTION	FULL TIME INSPECTION
Compaction of subgrade under curbs, gutters, and sidewalks.	AASHTO T 99 95% minimum	1 per 200 LF	1 per 400 LF
Compaction of subgrade and embankment under roadways.	AASHTO T 99 CDOT 203.07	1 per 400 SY	1 per 600 SY
Compaction of agg. base course under concrete curbs, gutters, and sidewalks.	AASHTO T 180 95% minimum	1 per 200 LF	1 per 400 LF
Compaction agg. base course under fillets and drainage pans	AASHTO T 180 95% minimum	1 per fillet; 1 per 50 LF pan	1 per fillet 1 per 100 LF pan
Compaction of aggregate base course materials under roadways.	AASHTO T 180 95% minimum	1 per 400 SY	1 per 600 SY
Compaction of Structure Backfill	AASHTO T 180 95% minimum	1 for each 2 ft. of vertical depth per 100 LF of structure perimeter	
Gradation of aggregate base course (QC)	CDOT Table 703-2	1 per 5000 Ton	1 per 5000 Ton
HMA *			
Asphalt Content (QC)	CP41 method A or E, or CPL 5120	1 per 1000 Ton 1 per day min.	1 per 1000 Ton 1 per Day min.
Gradation of aggregate (QC)	CP31 CDOT Table 703-3	1 per 1000 Ton	1 per 1000 Ton
Air Voids (Pa) (QC)	AASHTO T 269 2.8% to 5.2%	1 per 1000 Ton	1 per 1000 Ton
Voids in Mineral Aggregate (VMA) (QC)	CP48 See Table 5	1 per 30,000 Ton	1 per 30,000 Ton
Percent Relative Compaction (QC)	CP81 92% to 96%	1 per 500 SY	1 per 800 SY
CONCRETE TESTS *			
Compressive Strength (QC)	ASTM C 31 and C 39 4500 psi min in 28 days	1 set/100 CY (4 cylinders per set)	1 set/day/500 CY
Air Content (QC)	ASTM C231 5-8%	1 per 100CY	1/day/500 CY
Slump (QC)	ASTM C 143 4" maximum	1 per 100CY	1/day/500 CY
CP= Colorado Procedure (CDOT) Field Materials Manual * The job mix formulas for HMA and Portland Cement concrete shall be submitted in typed form by the Contractor to the City Engineer at least ten (10) days prior to the start of paving or concrete placement. Part Time Inspection. Where the Engineer or representative of the Engineer is on the project for periodic observation, documentation, and/or testing of the project construction, in an as needed capacity. Full Time Inspection. Where the Engineer or representative of the Engineer is on the project for continuous observation, documentation and/or testing during the hours of project construction.			

Quality Assurance

The developer, owner or Responsible Party for administering the construction of public facilities shall

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provide a quality assurance program. This program shall include systematic inspection and testing of the work and materials during construction to assure the owner and the Town that the Contractor is providing work that is in conformance with the Town-approved plans and specifications.

Initial testing shall be performed at the beginning of each construction phase in order to identify and correct any non-compliant work.

A minimum of one test will be required for any portion of material less than that shown in the "Frequency" column on Table 1 above.

All failing tests shall be re-tested after the material has been reworked, modified or adjusted by the Contractor. The Contractor will be required to remove and replace any work or materials that do not meet test requirements or specifications to the satisfaction of the Town.

Removals, Excavation, Backfilling, and Restoration Specifications

General. This section covers surface removals, excavation, backfilling, compaction, disposal of surplus material, restoration of disturbed surfaces, and all other work required for the safe and proper road construction.

Concrete Removal. Concrete pavement shall be cut vertically along pre-marked lines, unless otherwise specified. The depth of the saw cut shall be to the full depth of the concrete section. Cut shall begin at construction joint and extend to the next construction joint unless the plate remaining will be more than 4 ft long.

HMA Pavement Removal. HMA pavement designated to be cut for removal, where new HMA pavement will be placed against the cut face, shall be wheel cut or saw cut, along a neat line. HMA pavement designated for removal, where concrete pavement will be placed against the cut face, shall be saw cut along a straight line with a vertical face. Cut faces of concrete and HMA pavement shall be protected from damage until the new pavement is placed against them.

Excavation and Backfill of Structures. Pipe bedding and trench backfill material and compaction requirements are specified in Section 02200 of these Standards.

Flow-fill where approved by the Town for use shall meet the requirements of CDOT Standards. The Town may require that a sample of the proposed flow-fill mix be prepared, tested and/or placed in the backfill to demonstrate its performance prior to approval of the mix. Flow-fill shall be placed to the depth indicated on the plans or as directed by the Town. Bleed water shall be drained off or otherwise removed from the surface of the flow-fill after it has been placed.

Excavation and backfill for the installation of all pipe, manholes, valves, vaults and other structures and appurtenances shall be in accordance with Sections 02200, 02713, and 02723

Topsoil Placement. Topsoil shall be furnished in and installed in accordance with the requirements in Section 02200 of these standards

Dust Control. The Responsible Party shall furnish and apply a dust palliative on portions of the roadway, haul roads and other locations as necessary or as directed to prevent air borne dust. This shall include

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prevention of dust generated from the Contractor's operations and from windy weather conditions. Dust abatement shall be provided, as needed, throughout the construction period, including nights, weekends and holidays.

Subgrade Stabilization. Subgrade stabilization shall be provided in accordance with Section 02200 of these Standards.

Base Course Construction

General. Materials shall be placed on an approved subgrade that has been proof rolled within the previous twenty-four hours and found to be stable and non-yielding. Should weather conditions change, such as freezing, precipitation, etc., aggregate base materials shall not be placed until the subgrade has been retested and proof rolled and is re-approved by the Town. Each subsequent lift shall be density tested and proof rolled before placing the following lift.

(1) The required thickness of the base course may be reduced, subject to the approval of the Town, by increasing the depth of HMA at the rate of two (2) inches of aggregate base course to one (1) inch of HMA, or appropriate depths based on strength coefficients.

(2) If the required compacted thickness exceeds six (6) inches, the base course shall be constructed in two or more lifts of equal thickness. The maximum thickness of any lift to be compacted shall not exceed six (6) inches.

(3) The minimum depth of base course on streets and alleys shall be six (6) inches. Class 5 and 6 material shall be classified as base course. Class 5 and Class 6 material shall have a minimum "R" value of 78. Class 6 shall meet the requirements of Sub section 2.04 of Section 02200.

(4) Class 2 material shall be classified as subbase course and shall be used only when the base requirement is greater than six (6) inches. Class 2 material shall have a minimum "R" value of 70. Class 2 shall meet the requirements of Sub section 2.04 of Section 02200.

Base Course Placement. The base course material shall be placed on the previously prepared subgrade at the locations and in the proper quantities to conform to the typical cross sections as shown on the plans. Placing and spreading shall be done by means of a spreader machine, moving vehicle, motor grader, or by other approved equipment methods. The material shall be placed without segregation. Any segregated areas shall be removed and replaced with uniformly graded material at the Responsible Party's expense.

The base material may be placed in lifts of up to six (6) inches, providing that after compaction, uniform density is obtained throughout the entire depth of the lift. If the required depth exceeds six (6) inches, it shall be placed in two (2) or more lifts of approximate equal thickness. If uniform density cannot be obtained by six (6) inch lifts, the maximum lift shall not exceed four (4) inches in final thickness.

Base material shall not be placed on a foundation that is soft or spongy or one that is covered by ice or snow. Base material shall not be placed on a dry or dusty foundation where the existing condition would cause rapid dissipation of moisture from the base material and hinder or preclude its proper

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compaction. Such dry foundations shall have water applied to them and shall be reworked or re-compacted. A geotechnical engineer shall provide base material recommendations where foundations are not stable.

Care shall be exercised in the hauling and placing of base course so as to avoid segregation of the coarse and fine materials. The base course material shall be placed on the previously prepared and approved subgrade in sufficient quantity to conform to the thickness specified on the approved cross section. The material shall be mixed and watered to obtain a uniform mixture at optimum moisture.

Compaction. Rolling shall be continuous until the base material has been compacted thoroughly in accordance with Section 304 of the current CDOT Standard Specifications. Water shall be uniformly applied as needed during compaction to obtain optimum moisture content and to aid in consolidation. The surface of each lift shall be maintained during the compaction operations such that a uniform texture is produced and the aggregates are firmly placed.

Optimum Moisture Content

(1) Native material shall be placed and compacted near optimum moisture plus or minus two percent $\pm 2\%$). The compaction shall be continued until the base course has a density of not less than ninety-five percent (95%) of its Modified Proctor near optimum moisture.

(2) At least twenty percent (20%) of the tests shall be taken within one (1) foot of a manhole or valve box.

(43) Nuclear testing equipment and methods are acceptable when performed by an approved certified testing laboratory and when performed in accordance with the requirements of ASTM D-2922 and ASTM D-3017.

(4) Each lift shall be proof rolled prior to the placement of the next lift.

Final Proof-Rolling. The finished base course surface shall be smooth and free of ruts and irregularities, and shall be true to grade and crown as shown on the plans. The base course shall be maintained in this condition by watering, drying, rolling, or blading until the final surface is placed.

After the base course has been compacted, tested and found to meet specifications, the entire base shall be proof-rolled with a heavily loaded vehicle with the Town or approved representative onsite for observation. The vehicle must have a certified loaded GVW of fifty thousand (50,000) pounds with a loaded single axle weight of at least eighteen thousand (18,000) pounds and a tire pressure of ninety (90) psi. Subbase that is pumping, deforming, or failing in any way shall be reworked, replaced or otherwise modified to form a smooth, stable, non-yielding base for subsequent paving lifts. The Town shall be notified at least twenty-four (24) hours before final proof rolling.

Field Density Testing. The Responsible Party shall provide and pay for laboratory and field testing at the rate of 1 test for every 500 square feet of surface on every finished subgrade, sub base and base surface to demonstrate quality assurance.

Base Course Approval. The results of field density tests and proof rolling shall be submitted and reviewed by the Town. Provided all tests are acceptable, compaction shall be approved for the

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placement of the HMA. Should testing indicate unsatisfactory work, the necessary reworking, compaction or replacement shall be required prior to continuation of the paving process. The approval is valid for twenty-four (24) hours. Changes in weather, such as freezing or precipitation, shall require re-approval of the base course.

Shape Control. Responsible Party shall demonstrate by string lining that the base course is shaped to the design shape.

HMA Pavement Materials and Construction.

General

This work consists of one or more lifts of a bituminous mixture constructed on a prepared foundation in accordance with these Street Standards. The placement of HMA shall conform to the lines, grades, thickness and typical cross sections shown on the plans or established. Each lift shall be compacted to the required density and approved before placement of the next lift.

HMA for patching consists of those quantities required for the replacement of unstable corrugated areas in the existing pavement, pipe trenches, areas removed for curb and gutter forms, areas between the curb and gutter or sidewalk and the existing paved parking lots, and areas designated on the plans.

Weather Limitations

Apply prime and tack only when the ambient temperature in the shade is 50 F and when the temperature has not been below 35F in the previous 12 hours

Do not pave when base surface is wet or contains an excess of moisture

Place asphalt only when the air temperature is 40 F or above, when the underlying base dry and the weather is expected to not precipitate.

Traffic Control

Control vehicular and pedestrian traffic as needed to protect the public and the paving operations in accordance with the MUTCD.

Provide flagman, barricades, warning signs, and warning lights for movement of traffic and safety to cause the least disruption to the work and inconvenience to the public.

Street closures require approval of the Town and notice to all impacted users of the roadway.

Aggregates

Aggregates shall be of uniform quality, clean, hard, durable particles of crushed stone, crushed gravel, natural gravel, or crushed slag free from clay balls, organic matter, or other deleterious materials. Aggregates meeting the requirements of Table 2 shall be used to develop the Job Mix Formula and the HMA mixture. The aggregate should be composed of angular, coarse textured, cube shaped particles. Excess of fine material shall be wasted before crushing. Sand may be used to obtain gradation of the

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blended aggregate mixture but should not exceed more than fifteen percent (15%). If the percent aggregate passing the #4 sieve is greater than ten percent (10%) by weight of the individual aggregate sample, plasticity will be determined in accordance with AASHTO T 90.

TABLE 2: AGGREGATE PROPERTIES

Property	Test Procedure	Coarse Retained on #4 Sieve	Fine Passing the #4 Sieve
Fine Aggregate Angularity Traffic Level Low, Moderate Trails and Pathways	CP-L5113 Method A		40% Minimum
Traffic Level 3 to 5 Moderate, High, Parking Lots			45% Minimum
Fractures Faces (minimum 2)	CP-45	80% Minimum	
LA Abrasion	AASHTO T 96	45% Minimum	
Flat and Elongated Places	AASHTO M 283	10% Maximum	
Sodium Sulfate Soundness	AASHTO T 104	12 % Maximum Combined Coarse and Fine	
Adherent Coating (Dry Sieve)	ASTM D 5711	0.5 %	45% Minimum
Sand Equivalent	AASHTO T 176		45% Minimum

(1) Sources of Aggregates. Sources of aggregates shall be designated by the Responsible Party with the submittal of the job mix formula.

(2) Gradation. The gradation of aggregates used in the mixture shall meet the criteria shown in Table 3, the Aggregate Master Range Table, and shall not vary from the low limit on one sieve to the high limit on the adjacent sieve, or vice versa, but shall be well graded from coarse to fine. The nominal size aggregate used in the HMA mixture shall not be more than one-third (1/3) the thickness of the HMA lift being constructed.

TABLE 3: AGGREGATE MASTER RANGE TABLE

Sieve Size	Percent by Weight Passing Square Mesh Sieves		
	Grading S	Grading SG	Grading SX
1 ½"		100	
1"	100	90 - 100	
¾"	90 - 100		100
½"			90 - 100
3/8"			
#4			
#8	23 - 49	19 - 45	28 - 58
#30			
#200 ¹	2 - 8	1 - 7	2 - 10

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HMA Material. Binder (asphaltic cement) shall be from an approved source and shall meet the requirements listed in Table 702.2 of the current *CDOT Standard Specifications for Road and Bridge Construction*. Based on climatic conditions and reliability, the binder grade approved for use in the Ridgway area is PG 64-22 or PG 58-28 Non-Modified Binder and PG 64-28 Modified Binder.

(1) **Composition of Mixture.** The HMA plant mix shall be composed of a mixture of well-graded aggregate, filler (if required), bituminous material and anti-stripping additive. The aggregate fractions shall be sized, handled in separate size groups and combined in such proportions that the resulting mixture meets the grading requirements of the job mix formula.

(2) **Job Mix formula.** No HMA mixture shall be produced until the Town has approved a job mix formula.

(a) The job mix formula shall be submitted by the Responsible Party to the Town at least ten (10) days prior to the start of paving operations.

TABLE 4 DESIGN CRITERIA	
Test Property	Requirements
Stability	28 min
Compaction Gyration (N design)	75*
Air Voids (percent by volume of mix)	3.0 to 5.0
Voids Filled (percent by volume of mix)	65 TO 78
Voids in Mineral Aggregate	See Table 5

* On roadways with high traffic loading, Ndesign greater than seventy-five (75) gyrations may be specified by the Engineer of record (See Table 2-1 in the *CAPA Guideline for the Design and Use of Asphalt Pavements for Colorado Roadways*)

TABLE 5 Voids in Mineral Aggregate (VMA)				
Nominal Maximum Particle Size *		Minimum VMA (percent)		
		Percent Design Air Voids		
mm	In.	3.0	4.0	5.0
9.5	3/8	14	15	16
12.5	1/2	13	14	15
19	3/4	12	13	14
25	1	11	12	13
37.5	1-1/2	10	11	12
* The nominal maximum particle size is one sieve size larger than the first sieve to retain more than ten percent (10%).				

(b) The maximum size aggregate used shall not be more than one-third (1/3) of the thickness of the lift being constructed. (3:1 ratio)

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(c) Job mix control testing shall be performed by the contractor at the start of plant production and in conjunction with calibration of the plant for the job mix formula. It should be recognized that the aggregates produced by the plant may not satisfy the gradation requirements or produce a mix that exactly meets the job mix formula. In those instances, it will be necessary to reevaluate and redesign the mix using plant-produced aggregates.

(d) Contractor may propose a design using rubber additives, recycled asphalt, warm mix asphalt, or other new technologies. The design shall be submitted to the Town for approval.

Job Mix Testing Requirements

All commercial testing and laboratory work necessary to establish the job mix formula and all testing necessary to assure conformance of materials and workmanship to the requirements of the specifications shall be arranged for and paid for by the Contractor. Copies of all test reports shall be submitted directly to the Town.

Volumetric Tolerances

HMA mix design volumetric tolerances for the approved HMA mixture shall be within the limits shown in Table 6. Mixture being produced by the plant shall be verified prior to the start of the placement of the mixture. Verification shall be performed by a **LabCAT Level C** certified technician to verify the volumetric properties of the mixture. If the mixture has been produced for another project within the last ninety (90) days, verification results from that project may be submitted for this verification.

TABLE 6: HMA MIXTURE DESIGN VERIFICATION TOLERANCES

Property	Tolerances
Air Voids	± 1.2%
VMA	± 1.2%
Binder Content	± 0.3%
Stability	applicable minimum

Lift Thickness

Each lift of compacted HMA shall be of uniform thickness. The minimum compacted lift thickness shall be three (3) times the maximum nominal aggregate size. The maximum thickness shall be three (3) inches unless the contractor can demonstrate the ability to achieve compaction of thicker lifts.

Patching

Unless otherwise approved by the Town, all trenches and excavations in collector or arterial streets shall be patched before the street is reopened to traffic. All longitudinal trenches shall be repaved with an asphalt paving machine. The Responsible Party shall maintain all temporary patches until a permanent patch is installed. Between November 15th and March 1st, a four (4) inch thick concrete cap will be required on all excavations in asphalt section of right-of-way unless otherwise approved by the Town that is to be replaced with asphalt when the hot mix asphalt is available.

Prime Coat

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Prime coat materials and application shall be in accordance with the requirements of the current CDOT Standard Specifications, Section 407. Prime coat shall be applied to compacted base course except when the base has been processed and compacted in the last 24 hours. Prime coat material shall be allowed to cure a minimum of twenty-four (24) hours prior to asphalt paving unless otherwise authorized by the Town.

(1) Surface Prep. Before applying the prime coat, all loose material shall be removed from the surface. That portion of the surface prepared for treatment shall be dry and in satisfactory condition. Dust or contamination of prime coats shall require brooming and reapplication.

(2) Emulsified Application. Asphalt Emulsified Prime (AEP) shall be applied in accordance with the manufactures recommendations. The prime coat shall be carefully applied. If excessive amounts of curb, sidewalks, or other structures are sprayed with liquid asphalt, they shall be cleaned at the Responsible Party's expense. The prime coat shall not be applied when the surface is excessively wet, when the atmospheric temperature is less than forty degrees (40°) Fahrenheit, when precipitation is imminent, or as recommended by the manufacturer.

(3) Curing. Curing shall be required for all prime coats. The prime coat shall be sticky, or tacky, when cured. The length of time required for curing shall depend on the air temperature, humidity and wind conditions, and the prime coat shall be black when cured. The prime coat shall be allowed to cure for a minimum of twenty-four (24) hours prior to the paving operation unless otherwise authorized by the Town. If after the curing period the prime coat has not penetrated the base material, and the surface must be used by traffic, a suitable blotter material shall be applied in amounts necessary to absorb excess liquid asphalt. The blotter material shall be a dry, gritty sand.

(4) Coverage. Prime coat AEP shall be uniformly applied at a rate of three-tenth (0.3) gallons per square yard to the surface of the aggregate base course. Application rates for other approved prime coat materials shall be as specified in the Contract Documents or as directed by the Town.

Tack Coat

When tack coat is specified on the approved plans or required by the Town, all materials and construction shall be in accordance with the requirements of the current CDOT Standard Specifications, Section 407. Tack coat shall be applied where additional HMA is to be placed over existing asphalt or concrete surfaces. Tack coats shall not be required where prepared surface has not been opened to traffic and is less than twenty-four (24) hours old and remains free of dust, dirt or debris.

(1) Surface Preparation. Before applying the tack coat, all loose material shall be removed from the surface. That portion of the surface prepared for treatment shall be dry and in satisfactory condition. Dust or contamination of tack coats shall require brooming and reapplication.

(2) Liquid Asphalt. The liquid asphalt used for tack coat shall be an emulsified asphalt grade CSS-1h or SS-1h and shall satisfy the requirements of ASTM D977. Other emulsified asphalts may be used upon written permission of the Town.

(3) Application. The surface shall be allowed to cure to permit drying and setting of the tack coat prior to the paving operation. A 1:1 dilution should be applied at the rate of 0.05 to 0.15 gallons per square yard.

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A wand, spray bar, or hand spray nozzle attached to the spray bar can be used for applying tack to gutter faces, valve boxes, manholes and rings.

Appurtenances

Valves and manholes and other surface appurtenances shall be protected by plastic and paved over and then adjusted to ¼" below the finished elevations.

Surface Smoothness

The finished surface of all pavements may be subject to testing by the 10-foot straightedge method. At the request of the Town, the Responsible Party shall furnish an approved ten (10) foot straightedge and depth gauge and provide an operator to assist the Town in testing the finished pavement surface. Areas to be tested shall be determined by the Town or the Construction Inspector. The variation between any two contacts with the surface shall not exceed three-sixteenth (3/16) inch in ten (10) feet. Areas showing deviation of more than three-sixteenth (3/16) inch shall be marked and corrected at the Responsible Party's expense. This test may be waived by the Town.

Asphalt Content

Asphalt content control shall be part of the Contractor's Quality Control. If the materials are within the specification limits, the lot shall be acceptable. Volumetrics falling outside the limits of the job mix formula will warrant corrective action, which may include removal and replacement of the represented day's production.

Asphalt Testing

The Responsible Party shall provide and pay for all laboratory and field testing at the rate of 1 test per 1000 square foot of asphalt area on the top of each lift for quality assurance.

Final Inspection and Acceptance

The acceptance of all road and bridge improvements by the Town will be based on the following.

- (1) Submittal of satisfactory results of all required quality assurance (QA) tests certified by the Responsible Party's Engineer or a qualified independent laboratory.
- (2) Submittal of a copy of the daily inspection reports prepared by the Responsible Party's Engineer or his representative.
- (3) Passing a final inspection of the work by the Town.
- (4) Submittal of two sets of Record (As-Built) Drawings in accordance with the Town of Ridgway submittal standards in Sub Section 19 of the General Requirements for the Town Standards.
- (5) The Responsible Party shall guarantee all portions of the street for a period of two (2) years after completion against defective workmanship and materials and shall keep the street in good repair during that period. The Town shall possess sole authority to require the Responsible Party to repair or replace

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dedicated public improvements throughout the warranty period. This decision shall be final and obligatory upon the Responsible Party.

Signs

General - Regulatory and street name signs shall be on breakaway posts and generally conform to the Manual of Uniform Traffic Control Devices section 2D.38. Colors used shall be those specified in the MUTCD.

Design - Town street names signs shall be as directed by the Town to match other signs in the Town. The font shall be Standard Alphabets for Traffic Control Devices Series B. The Town logo shall be affixed to the left of the street name. Punctuation shall not be used.

EXHIBIT D

TOWN OF RIDGWAY STANDARD SPECIFICATION AND TYPICAL DRAWINGS FOR INFRASTRUCTURE CONSTRUCTION

ADDENDUM #1 – JANUARY 10, 2024

Div. 1 Pg 3, Definitions, After Backsiphonage, Add to following:

CDOT STANDARDS shall refer to the Colorado Department of Transportation. Standard Specifications for Road and Bridge Construction

Div. 1 Pg 3, Definitions, Developer's Representative. Add the following at the end of the definition:

Notify the Town in writing of who the Developer's Representative is no later than at the preconstruction conference.

Div. 1 Pg 4, Definitions SubContractor, Add the following at the end of the definition of subcontractor:

The responsible Party is responsible for the work performed by sub contractors, suppliers and his design professionals.

Div. 1, 9 Plans for Review, sub section 9.03 Modify the last sentence to read:

All other proposed improvements including a flushing and disinfection plan shall be shown on the plans as should all existing infrastructure and improvements as shall be all easements existing and proposed.

Div. 1, 13. Notifications, 3.01, Change the notice required resuming work from one day to two work days

Div. 1, 13. Notifications, 13.04 Change to notice required from 24 hours to two work days. At the end of this section add the following:

The responsible party shall provide all testing equipment.

Div 1, 19. Record Drawings 19.01 Revise the first paragraph to read:

Unless otherwise agreed in writing, during construction the Responsible Party shall ~~all~~ log all of the construction progress and ~~engage a registered professional land surveyor to~~ field locations all 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, changes in direction, appurtenances, vaults, cleanouts, and manholes shall be tied to a minimum of three permanent surface monuments. Water service connection informations shall also include distance from the closest ~~valve to~~ valve box to the tap and for sewer services the distance from the manhole to the wye 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 clean drawings, not design drawings with updates, 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

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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:

Div 1, 20. Acceptance, 20.02 Revise to read:

Following the Town determining ~~that all infrastructure~~infrastructure construction has been satisfactorily completed, ~~all required~~ satisfactory testing of all work 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 the~~ Correction period, the Town shall be notified when O & M and/or repairs will be performed on the facilities that will be accepted by the Town, and at the Town's option it may elect to have an Inspector present during such operations.

Section 02200 2.03 Bedding and Pipe Zone Materials Classification Revise Class C to read:

Class C - Selected soils of low permeability, free from clods and stones greater than ¾" in maximum dimension, free of angular or abrasive materials,- and free of all unsuitable materials as defined below.

Section 02200 3.08 Bedding Backfill, and Compaction Sub- Section F. Revegetation, Modify the last paragraph to read:

Where shrubs or trees were present prior to the disturbance and have been damaged or removed, ~~it is recommended that~~ the same type of shrubs and trees shall be replanted at approximately the same density and size as originally present unless the slope prohibits such planting, ~~or the vegetation was larger than is practical to replant, or a more water wise shrub or tree is requested by the Town.~~ Where trees in excess of 3" caliber are damaged or removed during the project, replace trees with trees of similar species at twice the density. In that case the case that vegetation was larger than practical to replant, replant vegetation at twice the original density using the cross section diameter as a measure of the original density. Provide irrigation as needed to establish and support the plantings.. Protect such plantings from wildlife damage.

Section 02713 2.04 B. Water Service Materials, Revise sub section B to read:

Service Saddles: Service saddles shall be Mueller 13000 bronze saddle with bronze 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 NSF 61 certified. **Only this model will be allowed.**

Section 02713 3.06 Pipe Laying, Add a new section H. to read:.

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H. For all temporary taps or taps that are no longer needed, the connection should be removed, a full bodied wrap around clamp installed centered over the hole and fully wrapped with 2 layers of 4 mil plastic taped closed and carefully backfilled to not damage the plastic.

Section 02713 3.11 Hydrostatic Testing. Modify this section as noted:

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 [for PVC pipe](#) and C605 [for ductile iron pipe](#) . 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, [liquid filled, 0- 200 psi](#), at least [5-2 psi](#) gradations), and necessary equipment shall be provided by the Contractor as 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 allowableleakage.

When separate pressure and leakage tests are to be performed, test procedures shall conform with the procedures detailed in AWWA C600 [or C605 as applicable](#). 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.

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~~Each gate valve shall be tested to~~ Pressure test against each gate valve to ensure that it operates properly and provides watertight seal under 1 1/2 times operating pressure in the closed position.

Section 02713 3.12 Disinfection, Revise Sub-Section A to read as follows.

A. General: Flushing and disinfection of potable waterlines shall be done in accordance with the procedure set forth in AWWA C651 Disinfecting Water Mains, be consistent with CDPHE requirements and the requirements herein. All water lines and sections of water line which have been exposed including lines owned by other parties must be disinfected before being put in service. 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. The use of the tablet method, the slug method listed in C651 or other methods may be proposed for Town consideration and will be reviewed on a case by case basis based on the situation.

Section 02713 3.12 Disinfection Revise sub section D as noted below:-

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.~~

Section 02713 3.12 Disinfection. Revise Sub Section E. to read as follows:

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.~~

Section 02713 3.12 Disinfection. Delete sub sections F.

Section 02713 3.12 Disinfection. Revise Sub Section G. to read as follows:

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. ~~If~~ When the tablet method has been used, provide a flushing velocity equal to that of the preliminary flushing specified above.

Section 02713 3.12 Disinfection. Revise Sub Section I. to read as follows:

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~~ two sets of samples collected at least 16 hours apart or two sets collected 15 minutes apart after at least a 16 hour rest period. 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.

Section 02733 2.01 Products, Sub Section G. After the first sentence add the following:

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Couplings used to connect or reconnect to a main or service shall be PVC unless otherwise approved by the Town for cause.

Section 02733 3.10. Connecting Existing Pipes. Revised to read:

3.10 Connecting Existing Pipes to New Manholes and New Pipelines: 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 one of which at a minimum shall be a PVC coupling. Manhole base shall be bedded in flowable fill in accordance with the manhole and trench typical drawing from the manhole to three feet past the coupling for the depth of the pipe zone. A PVC coupling shall be used to connect between an existing pipe and a new pipe.

Section 02733 3.15 F. Procedure of Test. Add the following sentence at the end of this paragraph:

Responsible Party shall furnish the gauge to monitor the pressure. Gauge shall be liquid filled and must be marked in 1 psi increments.

Stormwater Standards

1. Introduction. Modify the 2nd to last sentence in this section to read:

All proposed Development as defined below and including any improvements that alter the flow of storm water shall submit to the Town a drainage report that contains all design calculations, imperviousness's spreadsheets, nomographs, and other documentation necessary for the design and review of the proposed improvements in accordance with these standards.

1.1 Standards Overview. Add a 5th bullet that reads as follows:

Any Development that causes changes in runoff patterns must demonstrate how that water will be rerouted to a location acceptable to the Town.

1.2.1 Definitions. Development. Add the following before the last sentence:

However, development does include changes in imperviousness for private benefit even within a Town right of way.

Table 3. Add a line to the table as follows:

Class 6	80% impervious
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6.5 Water Quality Capture Volume, Modify Equation 19 to read:

$$\frac{(0.65 * A * a (0.91(i^3) - 1.19(i^2) + 0.78i))}{12}$$

AGENDA ITEM #15



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: January 4, 2024
Agenda Topic: Request for authorization to submit a concept paper to Great Outdoors Colorado's Community Impact Program for Hartwell Park Playground Project

SUMMARY:

Council is asked to consider authorizing the submittal of a concept paper to the third cycle of Great Outdoors Colorado's (GOCO) Community Impact Program for the Hartwell Park Playground Project. With initial concept papers due by January 25, 2024, staff has already connected with our regional program officer to discuss our project and begin preparing a concept paper.

Through the Community Impact Program, GOCO invites partners to apply for funding to develop and revitalize parks, trails, school yards, fairgrounds, environmental education facilities, and other outdoor projects as identified and prioritized by the communities they serve. The 2024 Strategic Plan contains a goal to "replace the ageing playground equipment/structure in Hartwell Park" and staff is proposing to request funding from GOCO to make this project happen in 2024 and accomplish that goal.

The aim of this project is to replace the playground structure that has surpassed its life expectancy. The current playground structure, which is now over 25 years old, is beloved and well-utilized by many children in our community and many children that pass through our community on their way to visit other parts of our region. The project contains the following elements: 1) enlarge the use zone from approximately 83'x44' to 95'x50', 1) install a new playground structure in the new use zone, and 3) change the surfacing of the use zone from certified wood chips to pour-in-place rubber.

Staff has solicited designs and cost estimates from companies that specialize in producing and installing playground equipment. In an effort to be collaborative and make the project community-driven, the proposals from these companies will be shared with two separate Town of Ridgway advisory committees, including the *Parks, Trails & Open Space Committee* and *Youth Advisory Council*. The aim is to garner a consensus recommendation from each group on which proposal should be selected for further pursuit and put forth as part of the Town of Ridgway's Community Impact Program concept paper.

If invited to submit an application, the Town will be required to include a formal resolution from the Town Council supporting the grant application and fulfillment of the project. As mentioned above, concept papers are due on January 25, 2024. Prospective applicants will be invited to apply on February 9, 2024 with applications due by March 6, 2024.



FINANCIAL IMPLICATIONS:

GOCO considers grant requests between \$100,000 and \$1,000,000, with consideration for requests outside that range on a case-by-case basis. The Hartwell Park Playground Project is expected to cost somewhere between \$175,000 and \$250,000. If the Town's concept paper is successful and the Town is invited to formally apply, staff will work with our regional program officer to customize a match amount for our project based on our community's ability to match and to identify expenses eligible as match. The Town has set aside \$85,000 for this project in the 2024 Fiscal Year Budget.

RECOMMENDED MOTION:

"I move to authorize submittal of a concept paper to the third cycle of GOCO's Community Impact Program for the Hartwell Park Playground Project."

AGENDA ITEM #16

STAFF REPORT

Subject: Annual Election to be held on April 2nd

Initiated By: Pam Kraft, Town Clerk

Date: January 2, 2024

Pursuant to the Town Charter and Municipal Code, the Town conducts an annual election on the first Tuesday in every April. This years election falls on April 2nd.

At this election four seats, with two year terms, will become vacant. The Mayor and three Councilors. These seats are currently held by John Clark, Kevin Grambley, JT Thomas and Terry Schuyler.

The nomination period will begin on January 30th and close on February 17th. All persons interested in running for office must obtain a nomination petition from the Town Clerk, and file it prior to 5:00 p.m. on Friday February 17th.

Per State Election Law a Notice and Call to Candidates will be published and posted beginning the week of January 22nd, and the openings will be noticed on the Town website and vertical response app.

AGENDA ITEM #17