

Ridgway Town Council
Regular Meeting Agenda
Wednesday, July 12, 2023

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/81607557052?pwd=c0hJaWxDOEFvQ0Nocyt2eDRFRjlpZz09>

Meeting ID: 816 0755 7052

Passcode: 650818

Dial by your location

+1 346 248 7799 US

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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 the Regular Meeting of June 14, 2023.
2. Minutes of the Workforce and Affordable Housing Committee for June 6, 2023.
3. Minutes of the Workforce and Affordable Housing Committee for June 15, 2023.
4. Register of Demands for July 2023.
5. Renew Fermented Malt Beverage Liquor License for Ridgway Conoco.
6. Renew Fermented Malt Beverage Liquor License for Ridgway Shell.

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.

7. Update from the Department of Local Affairs' Division of Housing - Shirley Diaz, Housing Development Specialist.
8. Request for issuance of a Revocable Permit for Right of Way from Original Outlaw, LLC; Member: Paul Choate; DBA: Kates Place; Location 615 Clinton Street - Town Clerk.

9. Review and action on Special Event Permit Application for Pickleball Tournament at Ridgway Athletic Park - Town Clerk.

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

10. Application for Restaurant Liquor License from Original Outlaw, LLC; Member: Paul Choate; DBA: Kates Place; Location: 615 Clinton Street - Town Clerk.
11. Emergency Ordinance No. 04-2023 Repealing Emergency Ordinance No. 01-2022 and the Temporary Moratorium on the Acceptance of Development Applications - 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.

12. Ridgway Area Chamber of Commerce presentation on activities and financial status - Ashley Perkins, Ridgway Area Chamber of Commerce.
13. Discussion and direction regarding tourism promotion and marketing services for the Town of Ridgway - Town Manager & Community Initiatives Facilitator.
14. Resolution No. 23-11 Submitting to the Electorate of the Town of Ridgway, during a November 7, 2023 Special Municipal Election to be Held with a Coordinated Election, a Question Seeking Authority to Increase the Lodging Tax; Setting the Ballot Title and Content for the Ballot Issue; and Providing Other Matters Relating Thereto - Town Manager.
15. Resolution No. 23-12 Establishing a Fee Schedule for Land Use Applications - Town Manager.
16. Consideration of promulgating Voluntary Water Restrictions pursuant to the Town's Water Conservation and Management Plan - 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.

17. Proposed schedule for preparation of the 2024 Fiscal Year Budget.
18. 2023 Strategic Plan Progress Report.
19. Town Manager's Report.

EXECUTIVE SESSION The Town Council will enter into a closed session pursuant to Colorado Revised Statutes 24-6-402(4)(b) for consultation with the Town Attorney and 24-6-402(4)(e) for matters subject to negotiation regarding the Town's possible purchase of water rights.

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, August 2, 2023 at 4:00 p.m.,
Town Clerk's Office, 201 N. Railroad Street, Ridgway, Colorado.

Consent Agenda

RIDGWAY TOWN COUNCIL
MINUTES OF REGULAR MEETING
JUNE 14, 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. The Council was present in its entirety with Councilors Grambley, Kroger, Lakin, Schuyler, Thomas, Mayor Pro Tem Meyer and Mayor Clark in attendance.

CONSENT AGENDA

1. Minutes of the Regular Meeting of May 10, 2023.
2. Minutes of the Special Meeting of April 17, 2023.
3. Register of Demands for June 2023.
4. Renew the Tavern Liquor License for Eatery 66.
5. Renewal of Restaurant Liquor License for El Agave Azul.
6. Renewal of Tavern Liquor License for New Sherbino Theater.
7. Renewal of Tavern Liquor License for Star Saloon.

ACTION:

It was moved by Councilmember Kroger, seconded by Councilor Lakin and unanimously carried to approve the consent agenda.

PUBLIC COMMENTS

Tanya Ishikawa reported the Chamber of Commerce has received an outdoor funding grant with three other counties for collaborative design of a guide for bike routes on gravel roads. She also reported the annual Uncompahgre Watershed River Fest fund raiser is June 24th.

Val Szwarc reported on upcoming Dark Sky Committee events; and Ridgway State Park is making application to become a "certified dark sky park".

Sue Husch reminded the Council of the Area Health Agency training being held tomorrow.

Jake Niece announced the Ouray County Master Plan Survey will remain open until July 21st. He noted the importance of participation, as the answers will be a "big tool for the process" and the document "will inform policy decisions for the next thirty years".

Katherine Johnson invited the Council to attend the Chamber Business After Hours event on June 20th.

PUBLIC REQUESTS AND PRESENTATIONS

8. Request to close N. Cora Street between Railroad and Roundhouse Streets for annual block party on August 31st from 5:00 to 10:00 p.m.

The Town Clerk presented an application for use of right-of-way to close N. Cora Street between Railroad and Roundhouse Streets for the annual block party to be held August 31st.

ACTION:

Councilmember Schuyler moved to approve the application for use of right-of-way to close N. Cora Street between Railroad and Roundhouse Streets for the annual block party on August 31st. Councilor Kroger seconded and the motion carried unanimously.

9. Request to extend the road closure for the Fete de la Musique and close N. Cora Street to Otto Street

The Town Clerk explained the annual Fete de la Musique is requesting to extend the road closure previously approved by Council. The original request was to Fredrick Street, the new request is to take the closure to Otto Street.

Sue Husch explained most of the property owners along the street have been notified of the plan to close the street between 3:00 and 10:00 pm on June 25th.

ACTION:

Moved by Councilor Lakin, seconded by Mayor Pro Tem Meyer to approve the modification to the Fete de la Musique street closure on N. Cora Street. On a call for the vote the motion carried unanimously.

10. Proclamation Supporting the Third Annual Ouray County Pride Celebration

Mayor Clark presented a proclamation supporting the annual Ouray County Pride Celebration on June 17th.

There were comments by the Council.

Speaking from the audience Nick Homan, a member of the Gay Pride Committee, thanked the Council for their support.

ACTION:

Mayor Pro Tem Meyer moved, Councilor Lakin seconded to approve the Proclamation Supporting the Third Annual Ouray County Pride Celebration.

11. Proclamation Declaring June as Immigrant Heritage Month

The Mayor presented a request from Tri-County Health Network to approve a proclamation declaring June as Immigrant Heritage Month.

ACTION:

It was moved by Mayor Pro Tem Meyer to approve the Proclamation Declaring June as Immigrant Heritage Month. Councilor Kroger seconded and the motion carried unanimously.

PUBLIC HEARINGS

12. Application for Restaurant Liquor License from Greenwood Ridgway, LLC; DBA: Greenwoods

Staff Report from the Town Clerk presenting an application for restaurant liquor license from Greenwood Ridgway LLC.

The Town Clerk reported the Town has received an application for a Restaurant Liquor License from Greenwoods Ridgway, LLC; sole member: Marty Frank; for the premises at 160 Palomino Trail. The trade name of the business is Greenwoods. A notice of hearing before the Town Council has been posted and published, and the premises posted, all in accordance with state statutes. She explained the applicant leases the premises, which will be licensed to include the building and the patio areas on the east and west sides. State liquor law allows applicants to file for a concurrent review with State Liquor Enforcement while the application is being processed at the local level. This type of application allows the local jurisdiction to issue a temporary permit allowing the applicant to conduct business and sell alcohol, until approval is issued by the state licensing authority, and the applicant is seeking concurrent review, she reported.

Applicant Marty Frank addressed the Council and explained the new restaurant will feature “rustic American with a southern flair” and will be open seven days a week, with an anticipated opening date of August 1st.

ACTION:

Mayor Pro Tem Meyer moved to approve the application of Restaurant Liquor License from Greenwoods Ridgway LLC, sole member Marty Fran, dba Greenwoods. Councilor Thomas seconded the motion which was unanimously approved.

13. Adoption of Ordinance No. 03-2023 Amending Chapter 6–Building Regulations; Amending Chapter 7–Planning and Zoning; and Amending Chapter 8–Licensing of the Ridgway Municipal Code; and Amending the Official Zoning Map

Staff Report from TJ Dlubac contracted planner with Community Planning Strategies presenting the second reading of an ordinance amending the Land Use Regulations.

Planner Dlubac explained the objectives of the proposed ordinance changes are to clarify the zoning and subdivision review process, remove contradictions and duplication between code sections and create a structure that can be updated to adapt to changing trends and needs. He noted the document now contains code requirements that address the process from sketch plan, preliminary plan, construction and into final plat. There were nine public meetings, including two before the Council, and a meeting with developers. The Planning Commission recommended adoption on April 25th and since then technical corrections for terminology, grammar and spelling have been made to the document. If approved tonight, he noted, the new processes would go into effect in mid July.

There were questions from Council to staff.

ACTION:

Moved by Councilor Schuyler to approve Ordinance No. 03-2023, Chapter 7, Land Use Regulations Update. Mayor Pro Tem Meyer seconded the motion. The motion carried unanimously.

14. Emergency Ordinance No. 05-2023 Extending the Expiration Date of the San Miguel Power Association, Inc. Franchise, and Declaring and Emergency

Town Attorney Nerlin explained the existing franchise agreement with San Miguel Power Association has expired. The goal had been to bring a new agreement to the meeting, but he is now requesting extension of the existing agreement with the hope a new document will be presented over the summer.

There were comments from the Council.

ACTION:

Councilmember Lakin moved to approve Ordinance 05-2023 Extending the Expiration Date of the San Miguel Power Association, Inc. Franchise, and Declaring and Emergency, there was a second by Mayor Pro Tem Meyer, and the motion carried with Councilor Schuyler abstaining.

POLICY MATTERS

15. Interview of Youth Advisory Council candidates and appointment of members

Staff Report from the Town Manager dated 6-7-23 presenting an update on the Youth Advisory Council.

Manager Neill explained requests for participation in the Youth Advisory Council was advertised with an application submittal deadline of May 31st. Two applications were received.

The applicants Riley Burr and Hannah Freed, seniors at Ridgway High School, addressed the Council requesting appointment to the Youth Advisory Council. There were questions from the Council.

The Town Manager reported openings on the board will be reposted at the beginning of the school year.

ACTION:

Moved by Councilor Lakin, seconded by Councilor Kroger to appoint Riley Burr and Hannah Freed to the Ridgway Youth Advisory Council for the 2023-24 school year. The motion carried unanimously.

16. Ordinance No. 04-2023 Repealing Emergency Ordinance No. 01-2022 and the Temporary Moratorium on the Acceptance of Development Applications

Manager Neill explained with the project to update the land use regulations completed, staff is recommending adopting an ordinance repealing the temporary moratorium that was placed on development applications. He noted if adopted with two readings the document would go into effect August 12th, one month after the regulations would go into effect in mid July.

There was discussion between staff and the Council regarding changing the ordinance to an emergency ordinance for adoption that would coincide with the other regulations.

ACTION:

Councilor Kroger moved to table Ordinance 04-2023 and look at adopting it as an emergency ordinance next month, Mayor Pro Tem Meyer seconded, and the motion carried unanimously.

17. Resolution No. 23-09 Adopting the Ouray and San Miguel County Regional Climate Action Plan

Memo dated 6-8-23 from Emma Gerona with EcoAction Partners requesting the Council adopt a resolution adopting the climate action plan for Ouray and San Miguel Counties. She explained the Energy Board actions have been implemented into the plan.

There were comments from the Council.

ACTION:

Moved by Councilmember Schuyler, seconded by Councilmember Thomas to approve Resolution No. 23-09 Adopting the Ouray and San Miguel County Regional Climate Action Plan. The motion carried unanimously.

18. Request for fee waiver from Home Trust of Ouray County related to Ridgway Duplex Project at Lot 6, Parkside Subdivision

Andrea Sokolowski with the Home Trust of Ouray County explained the non-profit organization is partnering with Habitat for Humanity to construct a duplex unit in Parkside Subdivision. Funding has been received to complete the project, and she requested waiver of Town fees.

The Town Manager explained the waiver would include building permit and plan check fees, water and sewer tap fees, excise development taxes and labor for meter can and mxu installation for a total of \$22,789.

There were questions and discussion from the Council.

ACTION:

Mayor Pro Tem Meyer moved to approve the waiver of building permit and tap fees for the Home Trust of Ouray County Duplex Project. Councilor Kroger seconded the motion which carried unanimously.

19. Resolution No. 23-10 Extending the Receipt of Waste, Refuse and Recycling Services from Bruin Waste Management

The Town Attorney explained the agreement with Bruin Waste Management for household refuse collection service is scheduled to expire in July, and requested the Council approve a resolution to continue the services until October to allow for bids to be received. He noted all contract terms will remain the same.

ACTION:

Moved by Mayor Pro Tem Meyer, seconded by Councilor Grambley and unanimously carried to approve Resolution No. 23-10 Extending the Receipt of Waste, Refuse and Recycling Services from Bruin Waste Management.

20. Notice of Award for the Athletic Park Master Plan Project

Staff Report dated 6-13-23 from the Town Manager presenting bids received for preparation of a Master Plan for the Athletic Park.

The Town Manager explained requests for proposal were sought in May and four bids were received on June 2nd. The selection committee collectively recommends entering to a contract with DHM Design based on their knowledge of the Town, and the long term established relationship. The bid amount is \$39,970 and \$40,000 was budgeted for the project.

There was a question from the audience regarding other aspects to the plan. The Town Manager noted the list of amenities on the request for proposals was not comprehensive, and all stakeholder groups will be invited to be present throughout the public process.

ACTION:

Mayor Pro Tem Meyer moved to authorize staff to enter into a Professional Services Agreement with DHM Design for the Ridgway Athletic Park Master Plan Project. Councilor Kroger seconded the motion and it carried unanimously.

21. Discussion regarding dedicated revenue source to address housing challenges

Town Managers Staff Report dated 6-9-23 presenting updated information on ways to obtain dedicated revenue sources for affordable housing.

Manager Neill explained at the prior meeting Council directed staff to focus on an increase to the lodging tax of six percent with a split of either 60-40 or 50-50 between tourism promotion and affordable housing.

There was discussion by Council regarding requests for waiver of fees for affordable housing development.

Speaking from the audience Jake Niece asked that ballot language also include use of the funds for child care programs.

There was discussion by the Council.

ACTION:

Councilor Kroger moved to submit to the County Clerk a notice of intent to place a question on the November ballot and direct staff to prepare a ballot question for review at the next meeting with includes a six percent and 50-50 split, Mayor Pro Tem Meyer seconded, and motion carried unanimously.

MISCELLANEOUS REPORTS

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

EXECUTIVE SESSION

The Town Attorney recommended the Council enter into a closed session pursuant to Colorado Revised Statutes 24-6-402(4)(b) for the purpose of receiving legal advice on specific legal

questions regarding the possible purchase and/or condemnation of 539 Marion Overlook, Ridgway, Colorado; and Colorado Revised Statutes 24-6-402(4)(b) for consultation with the Town Attorney and 24-6-402(4)(e) for matters subject to negotiation regarding the Town's possible purchase of water rights.

ACTION:

Mayor Pro Tem Meyer moved to enter into Closed Session, Councilor Schuyler seconded, and the motion carried unanimously.

The Council entered into closed session at 7:45 p.m. with the Town Attorney, Town Engineer, Town Manager and Town Clerk.

The Council reconvened from closed session at 8:30 p.m.

ADJOURNMENT

The meeting adjourned at 8:30 p.m.

Respectfully Submitted,

Pam Kraft, MMC
Town Clerk

MINUTES

WORKFORCE AND AFFORDABLE HOUSING COMMITTEE

JUNE 6, 2023

The Town Council acting in its capacity as the Workforce and Affordable Housing Committee convened for a meeting at 9:00 a.m. in the Ridgway Community Center at 201 N. Railroad Street. The meeting was held both in person and via Zoom Meeting, a virtual meeting portal, pursuant to the Town's Electronic Participation Policy.

In attendance were Kevin Grambley, Beth Lakin, Terry Schuyler, JT Thomas, Russ Meyer and John Clark. Polly Kroger was absent.

Town Clerk's Notice of Meeting dated May 26, 2023.

The Committee received two written reports from Ross Valdez, with Impact Development Services, acting as the third party administrator of the Ridgway Wetterhorn Homes affordable housing lottery and deed restriction process. The reports dated June 5, 2023 presented requests for consideration of an exception to Ridgway Wetterhorn Homes Affordable Housing Regulations and Guidelines 3.1.1.1 Qualified Employee and 3.1.1.2.a Qualified Individual with a Disability.

Through a PowerPoint presentation Mr. Valdez presented an overview of the process and explained the goal of the Wetterhorn Homes Affordable Housing Project is to provide high quality homes at affordable prices for working residents and their families, who make a living primarily from employment in the Ridgway (R-2) School District boundaries; whose income and assets are below certain targeted limits; and who choose to be a part of the local community. The household income is limited to a maximum of 60, 80 and 120 percent of the Area Median Income (AMI) as designated at the initial sale. AMI is a statistical number based on household size and income for residents of Ouray County and used in guidelines as a basis for the Income Eligibility Tiers applied to specific Housing Units. The AMI is updated annually by Housing and Urban Development based upon an analysis of the best available data for county household incomes. Two homes have been designated at 60% AMI, one at 80% and the remainder at 120%, he reported.

The total household earned income must be at least 75% of the total household income, and unearned income cannot exceed 25% of the total. The AMI is based on household size, not the housing unit size. At least one member of the household must work in the Ridgway R-2 School District boundaries for a minimum of 1,200 hours over twelve months, and work at least 8 months per 12 at a minimum of 40 hours per month on a rolling basis. Applicants are allowed to apply for exceptions for most criteria when they believe there exists a legitimate and compelling reason why they should be excused from such criteria or allowed a modification, however he noted, the AMI and asset limits are firm. He explained there are 17 completed application, with six requesting exemption, five of them related to the minimum work standard.

There were questions from the committee.

Mr. Valdez noted the Workforce and Affordable Housing Committee hearing is a quasi-judicial proceeding. The Committee has powers and procedures resembling those of a court of law or judge, and are obliged to objectively determine facts, draw a conclusion and provide action.

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PUBLIC HEARINGS

1. Request for exception from Ridgway Wetterhorn Homes Affordable Housing Regulations and Guidelines §3.1.1.1 Qualified Employee from Dalton Carver

Mr. Valdez presented an exception request from Dalton Carver, explaining he has lived in Town for eight years and has demonstrated commitment, is a member of the volunteer fire department and a wildland fire fighter. He has worked the majority of the time in Ridgway, and now works for the US Forest Service based in Montrose. Though the service area does reach portions of the R-2 School District he does not currently possess physical presence to qualify for 40 hours a month.

There were comments from the committee members.

Beth Lakin moved to approve the exception request for Dalton Carver under 3.1.1.1. qualified employee based on finding the applicant has a long term commitment to residency, employment and community involvement within the County. Kevin Grambley seconded and the motion carried on a roll call vote.

2. Request for exception from Ridgway Wetterhorn Homes Affordable Housing Regulations and Guidelines §3.1.1.1 Qualified Employee from Erin Dashner

Mr. Valdez presented a request from Erin Dashner. He explained she has lived in Telluride for 20 years, with 19 of those as a teacher in their school district. She wishes to become “a part of the Ridgway community” and will continue to work in Telluride, and is not qualified due to lack of presence.

The applicant addressed the committee and explained she “spends most of the time on weekends in Ridgway” and due to a “housing crisis in Telluride” is seeking to purchase a home.

There were comments from the committee; questions to the applicant; discussion by the committee members.

Terry Schuyler moved to approve the exemption based on 11.1.3.2.b. JT Thomas seconded the motion. On a call for the vote Kevin Grambley, Beth Lakin and Russ Meyer voted no and John Clark, JT Thomas and Terry Schuyler voted yes. Based on the split vote the Town Attorney recommended the request be addressed at the end of the meeting.

Speaking from the audience Jennifer Cram stated she is concerned with setting a precedence by allowing an exception to an applicant that does not work in Town.

3. Request for exception from Ridgway Wetterhorn Homes Affordable Housing Regulations and Guidelines §3.1.1.1 Qualified Employee from Candice Dupont

Mr. Valdez presented the request from Candice Dupont who lives in Telluride and is requesting an exemption based on the challenge of finding housing in the region. He noted there is currently lack of physical presence.

There were comments from the committee; questions to Mr. Ross.

Speaking from the audience Terrace Seal stated she is opposed to “allowing residents from out of the county” explaining “you should allow Ouray County residents first” and “get them” into this housing.

Kristen Arnold stated she feels “it is important to focus on our community first” “prior to expanding to other communities”.

Beth Lakin moved to deny Candice Dupont an exception based on the fact she does not meet the General Policy Goal of providing high quality homes for working residents who make a living primarily in the R-2 District. Kevin Grambley seconded the motion which carried unanimously on a roll call vote.

4. Request for exception from Ridgway Wetterhorn Homes Affordable Housing Regulations and Guidelines §3.1.1.1 Qualified Employee from Maria Valadez

Mr. Valdez presented an exception request from Maria Valadez who has been employed since 2021 by Tri-County Health Network as a family support partner for families in Ridgway, Ouray County and San Miguel County. She currently lives in Montrose and is not qualified due to lack of physical presence of employment in the school district, although Ridgway is part of the Tri-County coverage area.

There were comments by the committee.

Russ Meyer moved to grant exception to Guidelines 3.1.1.1 Qualified Employee based on the finding the applicant has a long term commitment to employment pursuant to 11.1.3.2 b, Beth Lakin seconded and the motion carried unanimously.

5. Request for exception from Ridgway Wetterhorn Homes Affordable Housing Regulations and Guidelines §3.1.1.2.a Qualified Individual with a Disability from Mikael Madsen

John Clark recused himself from the discussion and vote, stating he has a personal relationship with the applicant.

Mr. Valdez presented a request from Mikael Madsen, a single father who has been a member of the community for the past seven years. He explained the Wetterhorn homes offers an opportunity to acquire a home on a fixed income related to a disability and Mr. Madsen is seeking this exception. The Department of Veteran Affairs considered him one hundred percent disabled in September of 2021. He does not meet the minimum work standard, having worked only five years out of the past seven.

Committee member Lakin moved to agree to the exemption request for Mikael Madsen under Guideline 3.1.1.1 based on the finding that the applicant meets the requirements of Guideline 3.1 Household Initial Qualification due to life circumstances that arose beyond the reasonable control of the household pursuant to 11.1.3.2.f. Kevin Grambley seconded and the motion carried unanimously

John Clark resumed sitting with the committee.

6. Continuation of exception request from Ridgway Wetterhorn Homes Affordable Housing Regulations and Guidelines §3.1.1.1 Qualified Employee from Erin Dashner

The applicant addressed the committee and stated she is a “local” with full time employment in Telluride and “considers this whole region as my home”. She reported she has “been in the same housing in Telluride for 15 years” and that “situation is no longer stable”.

Speaking from the audience Kristen Arnold stated she “recognizes housing in the region is hard to come by” but the committee should “prioritize local first and if it can’t be filled reach out to others”.

There were comments by committee members.

Beth Lakin moved, Russ Meyer seconded, to deny the exception request from Erin Dashner as she does not meet the General Policy Goal for working residents who make a living primarily from employment in the R-2 School District. The motion carried unanimously.

ADJOURNMENT

The meeting adjourned at 10:05 a.m.

Respectfully Submitted,

Pam Kraft, MMC
Town Clerk

MINUTES

WORKFORCE AND AFFORDABLE HOUSING COMMITTEE

JUNE 15, 2023

The Town Council acting in its capacity as the Workforce and Affordable Housing Committee convened for a meeting at 12:00 p.m. in the Ridgway Community Center at 201 N. Railroad Street. The meeting was held both in person and via Zoom Meeting, a virtual meeting portal, pursuant to the Town's Electronic Participation Policy.

In attendance Polly Kroger, Beth Lakin, Terry Schuyler and Russ Meyer. John Clark, Kevin Grambley and JT Thomas were absent.

Town Clerk's Notice of Meeting dated May 30, 2023.

Ross Valdez, with Impact Development Services, acting as the third party administrator of the affordable housing lottery and deed restriction process for Ridgway Wetterhorn Homes explained the lottery process. Each applicant has received a number which is printed on a lottery ball. They all will be placed into a machine and be randomly drawn by resident Barthold Lichtenbelt. He noted the number of entries match the participants for each household and entry. The order of the numbers as drawn will determine the order in which applicants will be contacted and asked which home they would like to apply for based on household size.

The numbers were drawn for Round 1 and in the final tally it was determined one of the applicants entry number and associated lottery ball, were not represented in the drawing. It was agreed that the drawing would have to be held again, and since the ball was missing a ball was taken from Round 2 to replace the missing one. The lottery balls were re-drawn for Round 1 and the order established.

Round 2 lottery balls were drawn, and the order established.

Mr. Valdez explained he will be contacting the applicants in the order drawn to determine selection of available homes, and then an email will be sent to all applicants within the month.

There were questions from the audience. Paul Major with Rural Homes, stated the non-profit organizations goal is to assist in securing funding for buyers. He noted there are 14 homes and stated "we will do everything we can to get them into a house".

There were comments from the audience, and comments from the Committee to the audience.

There were questions and comments by committee members.

ADJOURNMENT

The meeting adjourned at 12:40 p.m.

Respectfully Submitted,

Pam Kraft, MMC
Town Clerk

Town of Ridgway
Register of Demands
July 2023

Name	Memo	Account	Paid Amount
Shums Coda Associates		Alpine-Operating Account	
	plan review - May 2023	519GOO · Contractual Services	-67.50
TOTAL			-67.50
Ouray County Road & Bridge		Alpine-Operating Account	
	5/23/23-6/21/23	660GO2 · Gas & Oil	-141.94
	5/23/23-6/21/23	760POO · Gas & Oil	-324.52
	5/23/23-6/21/23	960WOO · Gas & Oil	-454.27
	5/23/23-6/21/23	960SOO · Gas & Oil	-467.72
	5/23/23-6/21/23	860GO3 · Gas & Oil	-874.11
TOTAL			-2,262.56
Ouray County		Alpine-Operating Account	
	fuel usage MOU - 2023	660GO2 · Gas & Oil	-144.61
	fuel usage MOU - 2023	760POO · Gas & Oil	-144.60
	fuel usage MOU - 2023	860GO3 · Gas & Oil	-144.61
	fuel usage MOU - 2023	960WOO · Gas & Oil	-144.61
	fuel usage MOU - 2023	960SOO · Gas & Oil	-144.61
TOTAL			-723.04
Mesa County HDR Laboratory		Alpine-Operating Account	
		990WOO · Testing - water	-20.00
TOTAL			-20.00
Sunset Automotive		Alpine-Operating Account	
	battery - 2013 Explorer	861GO3 · Vehicle Maintenance & Repair	-209.95
TOTAL			-209.95
Grainger		Alpine-Operating Account	
	compressed air filter	931WOO · Maintenance & Repairs	-97.62
TOTAL			-97.62
Maynes Tires LLC		Alpine-Operating Account	
	tires (2) - dump truck	661GO2 · Vehicle & Equip Maint & Repair	-378.85
	tires (2) - dump truck	961WOO · Vehicle & Equip Maint & Repair	-378.86
	tires (2) - dump truck	961SOO · Vehicle & Equip Maint & Repair	-378.85
TOTAL			-1,136.56
Pro Velocity		Alpine-Operating Account	
	July 2023	556GOO · IT Services	-1,607.15
	July 2023	615GO2 · IT Services	-11.50
	July 2023	729POO · IT	-35.00
	July 2023	820GO3 · IT Services	-1,385.65
	July 2023	917WOO · IT Services	-818.15
	July 2023	917SOO · IT Services	-818.15
TOTAL			-4,675.60

Town of Ridgway
Register of Demands
July 2023

Name	Memo	Account	Paid Amount
Caselle Inc		Alpine-Operating Account	
	Aug 2023	914SOO · Consulting & Engineering Servs	-164.50
	Aug 2023	914WOO · Consulting & Engineering Ser...	-164.50
TOTAL			-329.00
petpickups.com		Alpine-Operating Account	
	dog p/up mitts	732POO · Supplies & Materials	-1,274.42
TOTAL			-1,274.42
Hartman Brothers Inc		Alpine-Operating Account	
		661GO2 · Vehicle & Equip Maint & Repair	-8.20
		961SOO · Vehicle & Equip Maint & Repair	-8.20
		961WOO · Vehicle & Equip Maint & Repair	-8.20
TOTAL			-24.60
Heidi Grows Up LLC		Alpine-Operating Account	
		719POO · Contractural Services	-6,000.00
TOTAL			-6,000.00
Dana Kepner Company Inc		Alpine-Operating Account	
	MXUs (14)	988WOO · Taps & Meters	-3,122.28
	meters (26)	988WOO · Taps & Meters	-13,163.88
TOTAL			-16,286.16
Kylee A Firlit	Retro Postes Graphic Design	Alpine-Operating Account	
	Retro Postes Graphic Design	532GOO · Creative/Main Street Program	-95.00
TOTAL			-95.00
Tripp Electrical Systems LLC	air compression system and filter sys...	Alpine-Operating Account	
	air compression system and filter syste...	931WOO · Maintenance & Repairs	-300.00
	air compression system and filter syste...	931WOO · Maintenance & Repairs	-570.00
TOTAL			-870.00
The Paper Clip LLC	VIP passes	Alpine-Operating Account	
	VIP passes	781POO · Events & Festivals	-38.70
TOTAL			-38.70
Kim's Housekeeping LLC	cleaning - June 2023	Alpine-Operating Account	
	cleaning - June 2023	778PO1 · Space to Create Meeting Room	-560.00
TOTAL			-560.00

Town of Ridgway
Register of Demands
July 2023

Name	Memo	Account	Paid Amount
Kim's Housekeeping LLC	June 2023	Alpine-Operating Account	
	June 2023	779POO · Janitorial Service - parks	-548.33
	June 2023	779PO1 · Janitorial Services - cntr/thal	-548.33
	June 2023	545GOO · Janitorial Services	-548.34
TOTAL			-1,645.00
Black Hills Energy-PW Building		Alpine-Operating Account	
		742POO · Utilities	-12.90
		642GO2 · Utilities	-12.90
		942SOO · Utilities	-12.90
		942WOO · Utilities	-12.90
TOTAL			-51.60
Black Hills Energy-Town Hall		Alpine-Operating Account	
		742PO1 · Utilities - c cntr/t hall	-23.34
		842GO3 · Utilities	-23.34
		542GOO · Utilities	-23.35
TOTAL			-70.03
Black Hills Energy-Broadband		Alpine-Operating Account	
		783PO1 · Broadband Station	-14.89
TOTAL			-14.89
Black Hills Energy-Hartwell Park		Alpine-Operating Account	
		742POO · Utilities	-40.07
TOTAL			-40.07
Black Hills Energy-Lift Station		Alpine-Operating Account	
		942SOO · Utilities	-27.42
TOTAL			-27.42
Black Hills Energy-PW Office		Alpine-Operating Account	
		642GO2 · Utilities	-11.83
		942SOO · Utilities	-11.82
		942WOO · Utilities	-11.82
TOTAL			-35.47
Bruin Waste Management		Alpine-Operating Account	
	second pick-up - June 2023	742POO · Utilities	-491.40
TOTAL			-491.40

Town of Ridgway
Register of Demands
July 2023

Name	Memo	Account	Paid Amount
UNCC		Alpine-Operating Account	
		915WOO · Dues & memberships	-70.30
		915SOO · Dues & Memberships	-70.31
TOTAL			-140.61
Verizon Wireless		Alpine-Operating Account	
		741POO · Telephone	-61.01
		943SOO · Telephone	-135.41
		943WOO · Telephone	-112.81
		843GO3 · Telephone	-203.35
		543GOO · Telephone	-91.34
		643GO2 · Telephone	-61.01
		552GOO · GIS Mapping - admin	-10.00
		952SOO · GIS Mapping - sewer	-10.00
		952WOO · GIS Mapping - water	-50.02
		830GO3 · Computer	-233.61
TOTAL			-968.56

AGENDA ITEM #7

AGENDA ITEM #8

STAFF REPORT

Subject: Request for Revocable Permit for Use of Right-of-Way for Kates Place
Initiated By: Pam Kraft, MMC, Town Clerk
Date: June 16, 2023

BACKGROUND:

Paul Choates, sole member of Original Outlaw, LLC, and new owner of Kates Place, has requested use of the Town right-of-way and sidewalk in front of the restaurant at 615 Clinton Street. The request is to use the space for placement of tables and chairs to be included under the application for a State issued Restaurant Liquor License.

ANALYSIS:

The Town has issued the same type of permit for other liquor license holders.

The permit allows for use of the area for customer seating and requires a six foot area to be remain open to meet ADA requirements and allow for passage of pedestrians.

The permit also allows for the serving of alcoholic beverages within the right-of-way, and allows the State to include the premises under a State issued Liquor License.

FINANCIAL CONSIDERATIONS:

There is a \$50 fee for issuance of the permit.

LEGAL CONSIDERATIONS:

Under the Revocable Permit, the Permittee is required to maintain insurance for General Liability \$1,000,000 each occurrence; Liquor Liability with the Town, its officers and employees as Additional Insured; General Aggregate: \$2,000,000 per insured club or insured individual; Damage to Premises \$100,000; Workers Compensation \$150,000 for any one person, \$600,000 for any one accident, and Public Property Damage Insurance with a minimum limit of \$100,000 for any one accident per RMC 14-5-8, or "to cover obligations imposed by applicable laws for any employee engaged in the performance of work for Permittee".

STAFF RECOMMENDATION:

Approve the Revocable Permit for Use of Right-of-Way to Original Outlaw, LLC, sole member Paul Choate.

ATTACHMENT 1. Revocable Permit



REVOCABLE PERMIT Right-of-Way

The Town of Ridgway, Colorado hereby grants to Original Outlaw, LLC ("Permittee") a revocable permit to utilize the following public property:

Sidewalk directly abutting 615 Clinton Street, Ridgway, Colorado, in front of Kates Place Restaurant, facing Clinton Street from the building face to the street, for the purpose of placing tables and chairs to serve beverages, including alcoholic beverages pursuant to the Beer and Wine Liquor License issued by the State of Colorado Department of Revenue Liquor Enforcement Division, subject to the conditions set forth herein as follows:

1. Permittee agrees to indemnify and hold harmless the Town of Ridgway, its officers, employees, insurers, and self-insurance pool, from and against all liability, claims, and demands, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with this Permit, including the sale and consumption of alcoholic beverages, if such injury, loss, or damage is caused in whole or in part by, or is claimed to be caused in whole or in part by, the act, omission, error, professional error, mistake, negligence, or other fault of the Permittee, or any employee of the Permittee, or which arise out of any worker's compensation claim of any employee of the Permittee. The Permittee agrees to investigate, handle, respond to, and to provide defense for and defend against, any such liability, claims or demands at the sole expense of the Permittee, or at the option of the Town, agrees to pay the Town or reimburse the Town for the defense costs incurred by the Town in connection with, any such liability, claims, or demands. The Permittee also agrees to bear all other costs and expenses related thereto, including court costs and attorney fees, whether or not any such liability, claims, or demands alleged are groundless, false, or fraudulent.
2. Permittee agrees to indemnify and hold harmless the Town from any claim, action, liability, loss, damage or suit arising from or out of the Americans with Disabilities Act (the "ADA") based on any encroachment into the Town of Ridgway Right of Way, or access issues or the lack of ADA compliant ramps or other improvements at the location of the property identified for use under this permit and from any future litigation or claims resulting from the same.
3. Permittee hereby agrees to waive any claim against the Town, its officers or employees for damage to their persons or property arising out of this Permit, the exercise of rights granted under this Permit, or the use of the public property granted herein by the Town.
4. Permittee shall maintain and use the public property at all times in conformity with Town ordinances, regulations and other applicable law, keep it in a safe and clean



condition and allow no nuisance to be created by virtue of the Permit, and not allow any traffic or safety hazard to exist. Permittee shall not construct any buildings or improvements upon the public property except as authorized by this permit.

5. To the extent the encroachments are reduced, removed or discontinued, the extent of this permit shall be deemed reduced. Permittee shall not restore a reduced encroachment or expand the existing encroachment(s) in any way.
6. The following conditions shall also apply:

The Permittee is responsible for installation, maintenance, and repair of tables and chairs situated within the Town's right of way; and any damage or harm to other Town infrastructure associated with the installation, maintenance, and repair of the encroachment.

Any changes in the plan shall be submitted to the Town for review and approval prior to commencement of the plan. No further encroachment or expansion of the encroachment into the right of way is permitted without prior approval of the Town.

A minimum of six feet of open pedestrian passage that is contiguous to adjoining rights of way shall be available to the public at all times.

7. The Permittee will be using Town power: ☐ Yes ☒ No
8. Insurance required: ☒ Yes ☐ No
9. Type and amount of coverage: General liability: \$1,000,000 each occurrence; liquor liability with the Town, its officers and employees as Additional Insured; General Aggregate: \$2,000,000 per insured club or insured individual; Damage to Premises \$100,000; Workers Compensation: \$150,000 for any one person, \$600,000 for any one accident, and public property damage insurance with a minimum limit of \$100,000 for any one accident (see RMC 14-5-8), or "to cover obligations imposed by applicable laws for any employee engaged in the performance of work for Permittee". Permittee must file with the Town a certificate signed by a qualified agent of an insurance company evidencing the existence of valid and effective policies required and naming the Town and its officers and employees as an additional insured at least to the limits required, and submit a copy of an endorsement placed on each policy and requiring ten days notice by mail to the Town before the insurer may cancel the policy for any reason.
10. The Permittee shall be responsible to reimburse the Town for all out of pocket costs incurred by the Town in the issuance, administration and enforcement of this permit, including reasonable attorney's fees. Permittee shall reimburse the Town for any damage caused to Town property as a result of this permit and Permittee's activities hereunder. If such amounts are not paid when billed by the Town, the Town may collect such amounts as an assessment against Permittee's abutting property or other



property to wit:

Original Outlaw LLC, including successors and assigns

and certify it to the County Treasurer to be collected similarly as taxes, or collect it in any other lawful manner.

11. This permit may be revoked all or in part by the Ridgway Town Council following reasonable notice and hearing if it finds the Permittee is in material violation of the terms hereof, and the encroachments shall thereafter be removed at Permittee's expense.

The undersigned hereby accepts this Permit and all conditions above, this _____ day of _____, 2023.

12. Total Fees are as follows:

Permit Fee: \$50.00

**ADDITIONAL TERMS AND CONDITIONS RELATED TO
SALE AND CONSUMPTION OF ALCOHOL**

1. Permittee shall meet and comply with all applicable liquor licensing requirements.
2. Permittee shall provide detailed description of right of way area to be used for sale and consumption of alcohol, which area shall be subject to review and approval by the Town. Any use of sidewalks upon rights of way private sale and consumption of alcohol shall allow for minimum unobstructed pedestrian passage of six feet in width. Any improvements upon the right of way shall be subject to prior review and approval of the Town.
3. The area of right of way area to be used for sale and consumption of alcohol shall not extend beyond the adjoining property lines of the premises subject to the Permittee's liquor license. The liquor license must include a description of the right of way within the defined premises in accordance with CRS § 12-47-301.
4. Permittee shall take all necessary measures to ensure that the permitted use of right of way for sale and consumption of alcohol does not create any nuisance or disturbance to neighboring and nearby properties.



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5. The following conditions related to sale and consumption of alcohol shall apply to Permittee:

A detailed description of use of Town right of way to be approved by Town Staff before permit will be issued.

TOWN OF RIDGWAY

PERMITTEE: Original Outlaw, LLC

By _____
John Clark, Mayor

By _____
Paul Choates, Sole Member

AGENDA ITEM #9

STAFF REPORT

Subject: Request to hold Pickleball Tournament on Town Facilities
Initiated By: Pam Kraft, Town Clerk and Preston Neill, Town Manager
Date: June 27, 2023

BACKGROUND:

The Ridgway Pickleball Club has submitted Special Event Permit Application to use the Athletic Park from 5:00 p.m. on Friday, September 22nd through the 8:00 p.m. on Sunday, September 24th for a pickleball tournament to raise funds to support a dedicated pickleball facility. The request being made is to use the tennis and basketball courts, the Athletic Park Pavilion and the gazebo at the Athletic Park. The event will also include food trucks and the sale of alcoholic beverages.

ANALYSIS:

Staff has expressed the applicants concerns with the request for exclusive use of the courts and other park amenities which would prohibit the use by other park users, along with charging a fee for use of public courts.

The Town has never approved an event at which a fee was charged to use Town facilities. Staff's concern is the precedence that would be set by allowing this type of event to take place, specifically for allowing the tennis and basketball courts to be reserved and for the charging of a fee to participate in the proposed tournament.

The current Application for Special Event Permit does not provide for an option to reserve the tennis and basketball courts. It only allows for the reservation of the only park areas, the Hartwell Park State and the Athletic Park Pavilion Concession Area.

Staff has discussed with the applicant that alcohol sales and service must be limited to a specific area and cannot take place outside of designated areas.

ATTACHMENT 1. Application for Special Event Permit



Application for Special Event Permit

Applicant Name:	<u>Ridgway Pickleball Club</u>	Contact Person:	<u>Clark Gilbert</u>
Applicant Phone:	<u>720-243-1401</u>	Contact Phone:	<u>720-243-1401</u>
Applicant Email:	<u>cryptocrystalline@yahoo.com</u>	Event Date:	<u>22 - 24 September 2023</u>
Event Name:	<u>Annual Tournament</u>	Event Time:	<u>Friday evening 4:00 ^{5pm} - Sunday 2:00 ^{8pm}</u>
Type of Event:	<u>Group sporting event</u>	# Attendees:	<u>up to 200</u>

Specify park, facility and/or public right-of-way for the event (*check all that apply*):

<input type="checkbox"/> Hartwell Park	<input type="checkbox"/> Hartwell Park Stage	<input checked="" type="checkbox"/> Athletic Park
<input type="checkbox"/> Cottonwood Park	<input type="checkbox"/> Dennis Weaver Memorial Park	<input checked="" type="checkbox"/> Concession Area (Athletic Park)
<input type="checkbox"/> Rollans Park	<input type="checkbox"/> Right-of-Way (specify below)	<input type="checkbox"/> Community Center
<input type="checkbox"/> Other (<i>specify</i>):		

For use of Rights-of-Ways (*streets, alleys, sidewalks*) specify the exact location(s):

The tournament will take place on the tennis and basketball courts at the Athletic Park. Support and administrative services will use the Pavilion and the gazebo. Parking will utilize the tennis court and baseball field parking areas and a portion of Chipeta St.

Describe in detail the proposed use and activity for the park, facility and/or right-of-way:

Ridgway Pickleball Club will hold a fundraising tournament in the Athletic Park the weekend of 23-24 September 2023. An event kickoff will use the Pavilion and gazebo

from Friday night 22 Sep through Sunday night 24 Sep 2023. Parking near the tennis courts and baseball field will accommodate participants, admin staff, food trucks and additional

facilities and services as may be required. The event's purpose is to raise funds to support a dedicated pickleball facility working in collaboration with the Town of Ridgway.

Event Type (*check all that apply*):

<input checked="" type="checkbox"/> Fundraising Event	<input checked="" type="checkbox"/> Outdoor Music Concert	<input type="checkbox"/> Filming/ Production
<input type="checkbox"/> Run/Walk Event	<input type="checkbox"/> Bicycling Event	<input type="checkbox"/> Art Show and Sales
<input type="checkbox"/> Outdoor Market	<input checked="" type="checkbox"/> Other (<i>specify</i>): Pickleball tournament	



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***Selling of alcoholic beverages** requires an application for a State of Colorado Special Events Liquor License. Application must be made with the Town Clerk, and the license received prior to holding the event.

****All sponsors of events are required to provide proof of insurance** listing the Town of Ridgway, officers and employees as additional insured and indemnifying the Town of Ridgway.

Applicant Signature: _____

Date: 30 May 2023

TOWN STAFF WILL COMPLETE THE FOLLOWING SCHEDULES:

Permit Application Fee (\$50): (Due at time of application)	\$ 50 -	Date Paid:	Check #:
Large Event Fee (\$50 - if more than 100 people):	\$ 50 -	Date Paid:	
Filming/ Production Fee (\$250 day):	\$	Date Paid:	
Parks Department Assistance (\$25 hour):	\$	Date Paid:	
Hartwell Park Stage Use Fee (\$50):	\$	Date Paid:	
Concession Area Use Fee (\$50):	\$ 50 -	Date Paid:	
Community Center Fee: (\$25 hour):	\$	Date Paid:	
Electricity Use Fee: (\$15 day):	\$ 45 -	Date Paid:	
Law Enforcement Fee: (\$35/hr/officer):	\$	Date Paid:	
Refundable Damage Deposit: up to 100 people: \$100 101-500 people: \$150 >500 people: \$200 Community Center: \$100 Hartwell Park Stage: \$500 Concession Area \$150	\$ 150 -	Date Paid:	
Release of Damage Deposit:	\$	Date Paid:	

Local government & Ouray County special districts and non-profits can apply for a fee reduction/waiver for use of the stage and concession area

ADDITIONAL REQUIREMENTS (check all that apply):

<input type="checkbox"/> Town Council Approval (Date: _____)	<input type="checkbox"/> Insurance/ Indemnity
<input type="checkbox"/> Sign Permit	<input type="checkbox"/> Special Event Liquor License
<input type="checkbox"/> Special Event Vendor License	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Sales Tax License(s)	<input type="checkbox"/> Other: _____



Vicinity Map/Site Plan

Attach a vicinity map and site plan. List all parks, trails, open space, facilities, roadways, bridges and other Town property proposed for use with the event. The following questions include items which, if applicable, should be included on the site plan.

Checklist for Vicinity Map/ Site Plan:

- ☒ Event Site (park, trail, open space, facilities, sidewalk, street)
- ☒ Parking Plan and Traffic Flow
- ☐ Locations of security personnel
- ☒ Locations of first aid and emergency services
- ☒ Routes for EMS and fire department
- ☒ Water stations
- ☒ Location and number of sanitation facilities
- ☒ Food service booths
- ☐ Temporary road closures
- ☒ Liquor sales and consumption (must match special event license)
- ☒ Electrical and lighting sources
- ☒ Sound and amplification plan
- ☒ Trash receptacles
- ☒ Signage type and location
- ☒ Proposed locations for staking or any penetration of the ground

Parking/Traffic Flow

Indicate the number of parking spaces, locations, traffic flow, personnel directing traffic, and traffic signage.

Name(s) authorized personnel to direct traffic: C. Gilbert, K. Reese, L. Stearns, M. Craig

Are you planning event parking on-site?

☒ Yes ☐ No

Are you planning event parking off-site?

☐ Yes ☒ No

How will you be moving people to/from the event site?

Security/Law Enforcement

Describe the emergency communications plan [e.g.: radio channels, cell phones, etc.]:

Cell phones, megaphone to be used to coordinate any site-to-site communications



Do you anticipate utilizing uniform deputy services for ground security or traffic direction?

If so, what are the plans to meet these needs? ☐ Yes ☒ No

Will a private security company be used? ☐ Yes ☒ No

How will the security personnel be identified? _____

Phone number for security company/or personnel contact: _____

Will event interrupt the normal traffic flow on any street? ☐ Yes ☒ No

Will event need authorization to park vehicles on any street? ☒ Yes ☐ No

Does event need Police or Sheriff or Fire Department services?

If yes, please list: ☐ Yes ☒ No

Chipeta St next to the tennis courts

Emergency Medical Care

Describe emergency medical services arrangements/plan:

Utilize 911 system for emergency medical requirements

Potable Water

Will the event provide participants/vendors with drinking water? ☒ Yes ☐ No

If yes, describe water source, estimated amount and methods of distribution:

6 oz of water per participant per 20 minutes. 150 participants, 960 minutes over two days

Will use the bottle filling station and water fountain in the Athletic Park to supply the needed water.

Sanitation

Events up to 250 attendees do not need to provide portable restrooms

Between 250 - 350 attendees at least 1 portable restroom

Between 350-550 attendees at least 3 portable restrooms must be provided



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Will the event use Town restroom facilities? ☒ Yes ☐ No

Will portable sanitation facilities be supplied? ☐ Yes ☒ No

If yes, describe portable sanitation plan, including company name and phone number:

Sanitation Drop Off/ Pick Up Dates and Times:

Drop Off: / / est. time
mm / dd / yy

Pick Up: / / est. time
mm / dd / yy

Electricity

Will the Town be providing electricity for the event? ☒ Yes ☐ No

Describe electricity uses and locations:

Power available at the Pavilion and the Gazebo in the Athletic Park

Refuse Collection *Events with over 500 attendees with food vendors must provide a dumpster*

Will the event use Town trash receptacles? ☒ Yes ☐ No

Will the event have dumpsters on site? ☐ Yes ☒ No

Describe refuse removal plan; if dumpsters will be placed provide the company name and contact information:

Monitor the trash receptacles and change the bags as required.

Refuse Container Drop Off/ Pick Up Dates and Times:

Drop Off: / / est. time
mm / dd / yy

Pick Up: / / est. time
mm / dd / yy



Sound and Amplification

Will sound or amplification be used for the event?

☒ Yes ☐ No

Describe type of amplification system to be used, and where it will be placed:

Hand-held megaphones to assist initial kickoff meetings. The megaphones will be use on the tennis and basketball courts as needed

Street Closure

Are temporary street closures needed for the event?

☐ Yes ☒ No

Describe which streets would be impacted, proposed signage and the safety plan:

Although closure is not anticipated, there will be parking along Chipeta St and parking access along

Highway 23 in the vicinity of the park and ballfield

Signage

Will temporary signage be needed for event?

☒ Yes ☐ No

Describe the exact location for placement of signage:

Turning signs at Lena St and Sherman St, plus one at Lena and Chipeta intersection.

Indicate the date and time the temporary signage will be placed and removed:

Signage Up: $\frac{09}{mm} / \frac{22}{dd} / \frac{2023}{yy}$ $\frac{12:01}{est. time} pm$

Signage Down: $\frac{09}{mm} / \frac{24}{dd} / \frac{2023}{yy}$ $\frac{8:00}{est. time} pm$



Staking (ground penetration for tents, signs, fencing, etc.)

Will ground penetrations be needed for the event?

☒ Yes

☒ No

h

Describe location of where staking will be needed, and proposed types:

Potential staking for the turning signage. If possible, the signage will be attached to
existing street sign poles avoiding ground penetration.

Food Service & Merchandise Vendors

Will food service and/or merchandise vendors be present at the event? ☒ Yes ☐ No

** If yes, an application for a Special Event Vendor License must be submitted to the Town, along with a detailed list of all vendors must be provided 15 days prior to the event. The Town will prepare sales tax remittance forms and it will be the responsibility of the event organizer to collect all sales tax remittances and ensure they are remitted to the Town within 30 days after the event.*

Which types of vendors will be present: Food trucks

What plan will be in place regarding removal of hot coals and grease generated by food vendors:

The food trucks will manage their own waste.

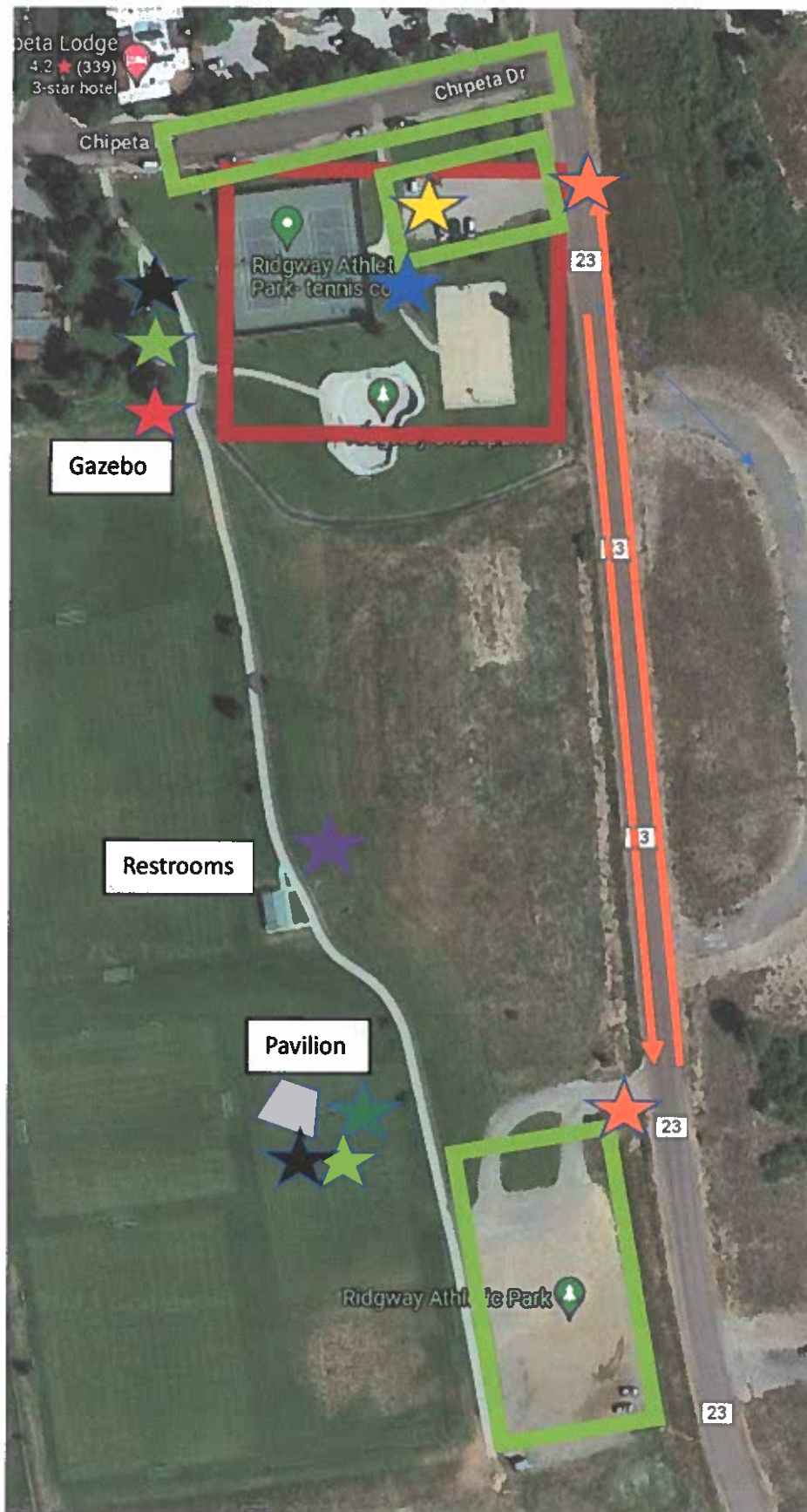
Alcohol Use

No alcoholic beverages may be possessed, consumed or provided on any public property unless the event organizer has been issued a Town of Ridgway Special Event Liquor License. All provisions of the Colorado Liquor Code and local law related to liquor apply to all public properties. Contact the Town Clerk at 970-626-5308 Ext 211 to obtain a license.

Please list any special requirements or potential impacts of the event:

Alcohol consumption limited to the Pavilion, tennis courts, basketball courts, and
gazebo in the athletic park. Afternoon and evenings of Friday - Sunday 22-24 Sep

**** Town equipment and furnishings cannot be removed from Town Hall for use in parks or the stage**



Ridgway Pickleball Club

Annual Tournament Plot Plan

Tournament Event Site



Parking – 100 spaces



Traffic flow/directing



First aid/emergency services



Routes for EMS and Fire Dept



Water Stations



Sanitation facilities



Food Service Booths/trucks



Temp Road closures (none)

Liquor sales



Electrical/lighting



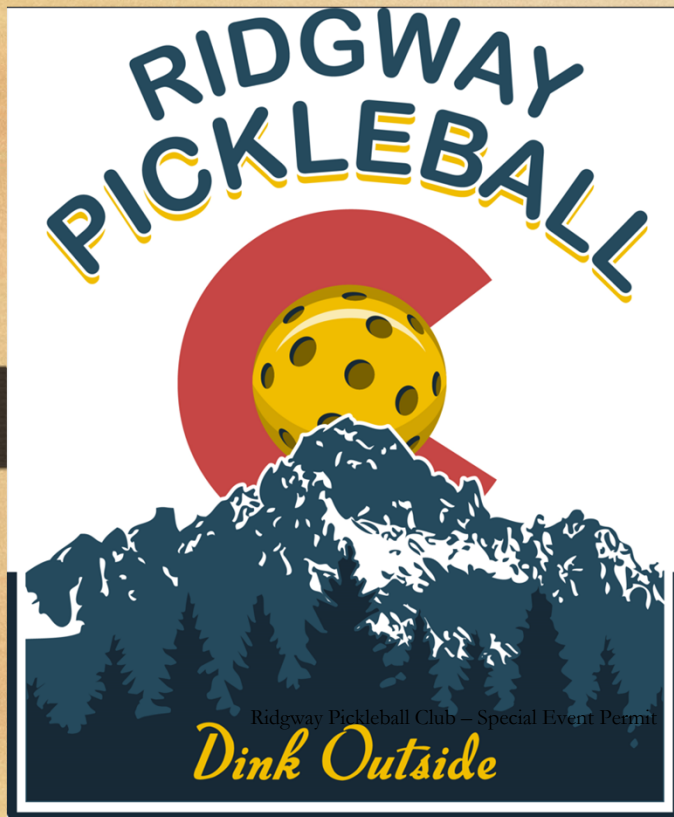
Sound amplification

Trash Receptacles



Signage - Chipeta and Lena St

Staking/ground penetrations for signage



Special Event Application

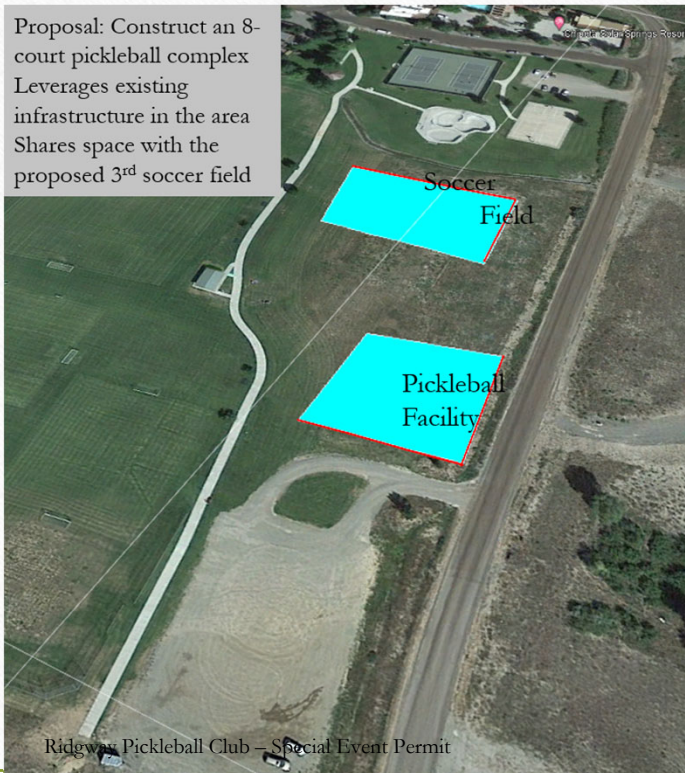
Ridgway Pickleball Club
Town Council Meeting
July 2023

Background

- The Town of Ridgway has encouraged the Ridgway Pickleball Club to support dedicated pickleball courts
- To that end we have
 - Started fundraising to assist/encourage the town to construct dedicated courts
 - Over \$17,000 to date in collected/committed donations
 - Obtained 501(c) (3) status
 - Organized to support pickleball activities in Ridgway and Ouray County
 - Requesting Special Event Permit for Fundraising Pickleball Tournament – Town is the Primary Beneficiary

Pros and Cons for Ridgway Athletic Park Location for Dedicated Pickleball Courts

Proposal: Construct an 8-court pickleball complex
Leverages existing infrastructure in the area
Shares space with the proposed 3rd soccer field



Ridgway Pickleball Club – Special Event Permit

- Pros
 - Shared funding with the town
 - Town managed engineering and construction
- Cons
 - Location pending Master Plan review
 - Long timeframe – Park Master Plan 6-12 months, followed by design, engineering, procurement, and construction
 - Potential objections (noise)
- Other
 - Operating agreement



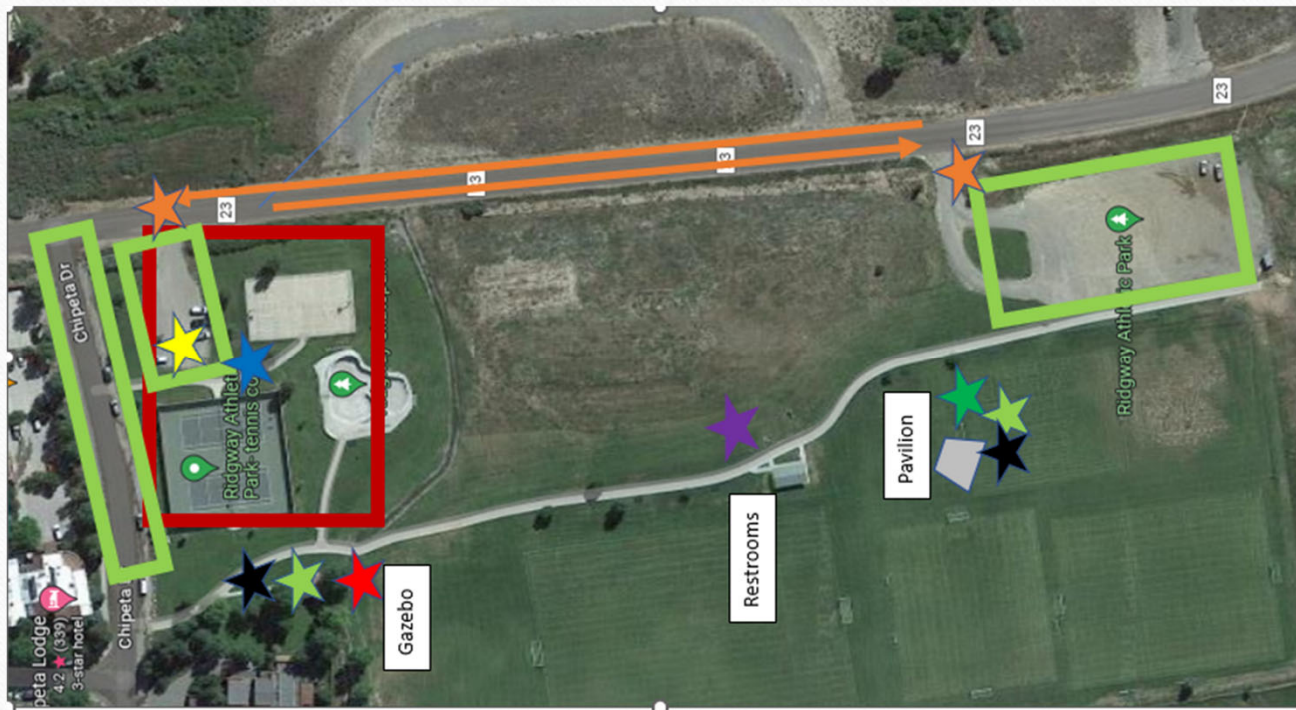
Special Event Application

- Dates 22-24 September 2023
- Purpose: Fund Raising Tournament
 - 150 participants, plus another 20 all-volunteer support staff
 - Potential for >\$10K net
 - All funding goes to restricted fund for new, dedicated pickleball courts to assist the Town of Ridgway in design, engineering, and construction
 - Additional benefit of supporting the local economy and tourism

Potential Issues to Resolve

- Reservation time for tennis and basketball courts
- Use of the Pavilion and gazebo
- Charging participants for use of a public facility
- Other:
 - Power
 - Alcohol sales

Special Event Map



- Tournament Event Site
- Parking

Various Services

- ★ Food trucks
- ★ First Aid
- ★ Alcohol sales
- ★ Electrical/lighting



Grand Plan – to be confirmed with the Athletic Park Master Plan



End of Presentation



AGENDA ITEM #10

STAFF REPORT

Subject: Application for Restaurant Liquor License - Kates Place
Initiated By: Pam Kraft, MMC, Town Clerk
Date: June 16, 2023

BACKGROUND:

The Town has received an application for a Restaurant Liquor License from Original Outlaw, LLC; sole member: Paul Choate; for the premises at 615 Clinton Street. The trade name of the business is Kates Place.

State law requires a public hearing before the local jurisdiction for application of a new liquor license. A notice of hearing before the Town Council has been posted and published, and the premises posted, all in accordance with state statutes.

All requirements of license application have been met, all fees paid, and all forms received.

ANALYSIS:

The applicant leases the premises, which will be licensed to include the building and the patio area to the east and the sidewalk on the south side.

State liquor law allows applicants to file for a concurrent review with State Liquor Enforcement while the application is being processed at the local level. This type of application allows the local jurisdiction to issue a temporary permit allowing the applicant to conduct business and sell alcohol, until approval is issued by the state licensing authority. The applicant is seeking issuance of a temporary operating permit from the Town, and has remitted the appropriate fee.

FINANCIAL CONSIDERATIONS:

The Town receives a fee for a new liquor license application, and annual renewals thereafter.

LEGAL CONSIDERATIONS:

None.

STAFF RECOMMENDATION:

Approve the application for a Restaurant Liquor License from Original Outlaw, LLC, sole member Paul Choate, dba Kates Place.

NOTE: Documents pertaining to liquor license applications are confidential in nature, and are on file in the Clerk's Office and open to inspection by the Council

NOTICE OF PUBLIC HEARING FOR LIQUOR LICENSE

NOTICE IS HEREBY GIVEN that the Ridgway Town Council will hold a Public Hearing at 201 N. Railroad Street, Ridgway Colorado on Wednesday, July 12, 2023 at 5:30 p.m. to consider a **Restaurant Liquor License** application filed on June 5, 2023 for:

Applicant: Original Outlaw, LLC

Member & Shareholder: Paul Choate

DBA: Kates Place

Location: 615 Clinton Street, Ridgway, CO

All persons interested in the aforementioned application may appear before the Council either in person or represented by counsel, and present testimony, or may submit written correspondence to the Town Clerk, Town of Ridgway, Post Office Box 10, Ridgway, CO 81432.

DATED: June 6, 2023



Pam Kraft, MMC, Town Clerk

AGENDA ITEM #11

**TOWN OF RIDGWAY, COLORADO
EMERGENCY ORDINANCE NO. 04-2023**

**AN EMERGENCY ORDINANCE OF THE TOWN OF RIDGWAY, COLORADO
REPEALING EMERGENCY ORDINANCE NO. 01-2022 AND THE TEMPORARY
MORATORIUM ON THE ACCEPTANCE OF DEVELOPMENT APPLICATIONS**

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, in Emergency Ordinance No. 01-2022, the Ridgway Town Council by a vote of 7-0 approved a temporary moratorium on the acceptance, processing and approval of the following development applications:

- a. Minor Subdivisions pursuant to 7-4-8 of the Town Code.
- b. Lot Splits pursuant to 7-4-9 of the Town Code.
- c. Replats and Amended Plats pursuant to 7-4-10 of the Town Code.
- d. Multi-Site Developments pursuant to 7-4-11 of the Town Code.
- e. Planned Unit Developments pursuant to 7-3-16 of the Town Code.
- f. Amendments and Additions to the Official Zoning Map and Zoning Regulations pursuant to 7-3-22 of the Town Code.

WHEREAS, the temporary moratorium enacted by Emergency Ordinance No. 01-2022 on August 10, 2022 was scheduled to terminate upon the adoption of an updated Chapter 7 of the Ridgway Municipal Code, or March 31, 2023, unless terminated earlier by the Town Council or extended in its duration by enactment of another ordinance by the Town Council; and

WHEREAS, on March 8, 2023, the Ridgway Town Council by a vote of 6-0 approved Emergency Ordinance No. 01-2023 extending of the temporary moratorium through July 31, 2023; and

WHEREAS, in response to Town Council direction and approval, Town staff engaged with the Town's planning consultant, Community Planning Strategies, LLC; and

WHEREAS, throughout the duration of the moratorium, staff and the consultant team carried out an extensive public engagement effort, informing the public and receiving input from stakeholders. A summary of these efforts by staff and the consultant was presented to the Town Council at a work session on April 12, 2023; and

WHEREAS, in response to Council direction, recommendations from the consultant team, and input from the community, staff drafted a series of proposed amendments to Chapter 7 “Planning and Zoning” in support of the Town Council's desired outcomes, as identified in Emergency Ordinance No. 01-2022; and

WHEREAS, Town staff and the consultant team provided public engagement opportunities, held a number of discussions with the Ridgway Planning Commission, and received recommendations from the Planning Commission; and

WHEREAS, these updates to the Town's zoning and subdivision regulations will clarify the zoning and subdivision review process, remove contradictions and duplication between Ridgway Municipal Code sections, and create a structure that can easily be updated to adapt to changing trends and needs; and

WHEREAS, the restructure to Chapter 7 “Planning and Zoning” delineates and separates the three functions of the Code, which are administration, procedures and standards; and

WHEREAS, the Town Council finds that Emergency Ordinance No. 01-2022 and the temporary moratorium are no longer necessary; and

WHEREAS, the Ridgway Town Council finds that this ordinance furthers and is necessary to promote the health, safety and general welfare of the Ridgway community.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF RIDGWAY, COLORADO the following:

Section 1. Temporary Moratorium Repealed. Upon the execution of this Ordinance, Emergency Ordinance No. 01-2022 and the temporary moratorium established in said ordinance is hereby repealed.

INTRODUCED, READ, PASSED, ADOPTED AND ORDERED PUBLISHED AS AN EMERGENCY on July 12, 2023, at Ridgway Town Hall, located at 201 N. Railroad Street, Ridgway, Colorado.

BY:

ATTEST:

John Clark, Mayor

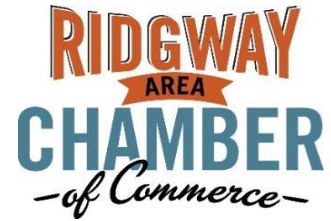
Pam Kraft, Town Clerk

APPROVED AS TO FORM:

Bo James Nerlin, Town Attorney

AGENDA ITEM #12

To: Town of Ridgway
From: Ridgway Area Chamber of Commerce
Subject: Biannual Report
Date: July 12, 2023



Dear Ridgway Town Council,

The Ridgway Area Chamber of Commerce (RACC) is pleased to share our biannual report for 2023 with the council and staff members of the Town of Ridgway. Also included in this report are the Chamber's Lodging Tax P and L statement from January to June this year. As a reminder, the RACC's Quickbooks structures are organized around the town-approved marketing and promotions agreement and managed by RACC Treasurer Jane Pulliam with Middleton Accounting. These actuals are a direct import from Quickbooks and reflect a continued diversification of investments and efforts designed to support Ridgway's local business community.

The RACC staff and board continue to advance a number of strategies to improve year-round economic opportunities for our local businesses while considering our town and surrounding natural resources. We have steered our marketing and advertising focus more towards the winter season in recent years where our visitor economy has room to grow such as Small Business Saturday promotions, Noel Night celebration and seeking to partner with Skijoring this upcoming year. In addition, the RACC has shifted visitor information to align with responsible travel best practices building upon conversions with Leave No Trace experts and the Colorado Tourism Office's Do Colorado Right marketing initiative.

We are actively participating in a number of regional and local partnerships to ensure complimentary opportunities with the greater community and strive to be a voice for the Ridgway business community as a whole and not just a particular sector. Committees, groups and other partnerships include but are not limited to are: Colorado Creative Corridor partnership, support of the Dark Sky initiative through annual grant contributions, quarterly tourism collaboration meetings, recent grant recipient for development of western slope Gravel Adventure Guide, teaming with Ridgway FUSE on a variety of town focused projects and partnership with the San Juan Scenic Byway committee. Our executive director also seeks to again participate in the informative upcoming Colorado Tourism Office's Governor's Conference held in Fort Collins in September.

We continue to see steady progress in our areas of engagement with the community and are providing new offerings to support our local businesses including our basic membership option, collaborative walking map and events poster, QR code stickers directing to ridgwaycolorado.com, and providing a PDF version of the visitors guide on our website. We have advanced our events page and included a year-round Shop Local! Business landing page as well. Our PR Marketing consultant Catherine Johnson has helped us to increase social media engagement, created our member supported educational series benefit and helped organize our first annual Earth Day over the past months.

We look forward to any questions or comments you may have regarding this report and hope to engage in open conversation regarding our potential contract renewal and opportunities for marketing and advertising for 2024.

Best regards,

A. J. Perkins

Ashley Perkins

Executive Director

Ridgway Area Chamber of Commerce

BOARD OF DIRECTORS

The RACC is currently seeking additional directors for our board. We recently welcomed new board of directors member Clay Frost who is the General Manager for Chipeta Lodge. Members who have resigned from the Chamber in the past six months include Vice President David Nunn, members at large Kane Scheidegger and Frank Gouder. The RACC's current Board structure includes:

- President: Adam Dubroff
- Vice President: *vacant*
- Secretary: Tanya Ishikawa (chamber member, Uncompahgre Watershed Partnership)
- Treasurer: Jane Pulliam (chamber member, Middleton Accounting)
- At Large: Jon Elliott (chamber member, Aspen Tree Service), Clay Frost (chamber member, Chipeta Lodge and Spa)

STAFF

The Chamber continues to utilize local expertise to fill staffing needs, while the board stays involved with oversight and some organizational duties. Executive Director Ashley Perkins leads the organization on community events, visitor information representation, local and regional partnerships and oversight for marketing-related initiatives. Duties include: staff delegation, Visitor Center management and volunteer coordination, working with the board to identify marketing goals, guiding the direction for all marketing-related projects, state grant opportunities, administrative duties, as well as town and Chamber joint projects.

Captivate Consulting owner Catherine Johnson was hired in January and plays a vital role in the progression efforts of the chamber. Johnson manages our social media platforms and is our lead communications coordinator for e-blasts, visitor news and Member of the Month representation. She also helps to provide support and advancement of website content, spearheads our educational series and adds a vital networking component for social engagement with our community.

Our exceptional group of local consulting partners and staff includes:

- Executive Director– Ashley Perkins
- PR and Marketing Consultant– Catherine Johnson (Captivate Consulting)
- Accounting – Jane Pulliam (Middleton Accounting)
- Website and Technology Partner – Josh Gowans (Peak Media)
- Media and Design Partner – Nicole Green (Sprout Design Studio)
- Special Events Coordinator- Candace Anderson

RACC's ONLINE ASSETS: WEBSITE, DIGITAL NEWSLETTERS, SHOP LOCAL! AND EVENTS LANDING PAGES AND SOCIAL MEDIA

Our website www.ridgwaycolorado.com remains the #1 search result on Google, Bing and Yahoo for keyword "Ridgway Colorado", which had an increase of 259% search clicks since last year's biannual report. Additionally, we've incurred over 63,000 new web users (5.4% increase) reflecting an improvement in our overall rankings and keyword count. Every quarter, we generate an Analytics Report to review current trends, track relevant topics and come up with an objective for the upcoming quarter to achieve.

We continue to send our eblasts (2,250 contacts) and visitor newsletters (6,370 contacts) to those who have signed up to receive this material and information. Johnson has been diligent in creating our new Shop Local! webpage found [here](#). She has also taken on the initiative to continue to improve and update our events page [located here](#) on our website. This year RACC created a new Facebook account to better streamline our marketing ability and save cost on cross promoting efforts by establishing our new Ridgway Colorado site (640+ followers) to complement our Instagram page @ridgwaycolorado (3,900+ followers).

MEMBERSHIP AND LOCAL BUSINESS ENGAGEMENT

Since the last biannual presentation the RACC has increased membership by 22 new businesses and has 58 renewed membership bringing current membership level to 80. This is a 12% increase from last year at this time. Breakdown of membership includes 29 Gold members, 13 Silver members, 32 Bronze and 6 Basic members. Income from membership is currently \$4,460. In the past six months the RACC has worked hard to meet the request to offer a basic membership at no cost so that we may be able to provide an increase in exposure for businesses and help to build an up to date business directory with the Community Initiatives Facilitator Tera Wick. To read more about this new enhancement please [follow this link](#) to our press release regarding our new membership tier.

The RACC sent out a business feedback survey at the end of May through email communications, social media and the staff did in person meet and greet with current chamber members. Although Perkins and Johnson have only received official feedback regarding the survey with a total of 5 responses, one key creation that came out of the business outreach was the development of the [Shop Local! Page](#) that lists key business information on one landing

page also mentioned above. If interested in filing out this business feedback survey please [follow this link](#).

COMMUNITY SUPPORT AND NETWORKING OPPORTUNITIES

- **2023 Youth Career and Volunteer Fair**
 - This year the RACC organized and spearheaded the Youth Career and Volunteer Fair in April for its 6th time. About 23 organizations attended to represent post graduate career information, job opportunities and nonprofit organizations to gain interest in volunteerism.
- **1st Annual Earth Day and E Waste event co-sponsor**
 - This year the RACC organized its first annual Earth Day Cleanup on April 22nd that coincided with the Town of Ridgway's Annual Dumpster Day. About 15 adults and children showed up in support of the event at Cottonwood Park and participated in cleaning trash throughout the community. Perkins also partnered with Alpine Bank and 3R Technologies to represent the RACC for the annual E Waste event on June 3rd.
- **Educational Series**
 - PR and Marketing Consultant Catherine Johnson with Captivate Consulting spearheaded the RACC's new membership benefit that includes quarterly educational classes focused on promotional and marketing strategies and support of our local business community. These classes include Social Media Marketing 101, UX Behavior and Business Strategy. Classes are held in May, August and November.
- **Business After Hours**
 - The RACC hosted its first Business After Hours event on June 20th for the year 2023 at The Ridgway (Chipeta Lodge) providing a networking opportunity for the local community as well as an introduction to our newest board of director member Clay Frost, General Manager for Chipeta. Last year the chamber hosted three Business After Hour events.
- **Upcoming: 2023 Golf Open Tournament**
 - This year the Annual Golf Open will be held at Divide Ranch and Club on Monday, September 18th. Executive Director Ashley Perkins, PR consultant Catherine Johnson and Events Coordinator Candace Anderson are in the beginning stages of organizing this successful event. Proceeds from the tournament this year will go to benefit the local business community.
- **Upcoming: Noel Night**
 - For its 3rd year in taking on the popular celebration event, the RACC has set the date for Noel Night for the first Friday in December again. Planning for this event will begin promptly following the Golf Open.

RIDGWAY VISITORS CENTER AND SUSTAINABLE TOURISM INFORMATION HUB

With the departure of our previous Visitor Center Coordinator Jeanne Robinson in 2022, Executive Director Ashley Perkins has taken on the role and responsibility of running and

managing the Ridgway Visitor Center for the previous two years. This year Perkins was able to gather two paid staff members for the weekend shifts, six volunteers and covers were needed for summer 2023. This year she organized a volunteer training with Leave No Trace expert Robin Lewis, US Forest Service man Eric Sumner and Ouray Mountain Rescue/Eco Action Partners representative Sean Hart. The Ridgway Visitor Center opened Memorial Day weekend and will run until October this year. Hours are Wednesday through Sunday 10am-4pm.

As preparation for next year, the RACC plans to coordinate with the Do Colorado Right Program through the Colorado Tourism Office to enhance efforts for sustainable visitation and responsible travel practices and messaging for a Do Ridgway Right! focus and Respect Ridgway Campaign initiative.

VISITORS GUIDE

Since 2019, the RACC has organized a Ridgway centric Visitors Guide along with Ballantine Communications to produce the annual catalog. This year the RACC is considering doing a visitor information print bi-annually as print and distribution costs continue to rise. The cost for the chamber to develop the local Visitor Guide has been around \$6,000 per year. New this year is the ability to locate the PDF version of the guide through our website. You can find the link for the [online guide here](#). The chamber currently has 74 new subscribers to our online Visitors Guide and will distribute 30k+ by the end of this year in print.

COLORADO CREATIVE CORRIDOR

For the fifth consecutive year, the RACC and Ridgway FUSE (Ridgway Creative District) have collaborated to provide marketing support for the creative community through the Colorado Creative Corridor (CCC). The CCC is a 331-mile route that links the mountain towns of Carbondale, Crested Butte, Paonia, Ridgway, Salida and now Gunnison. Ridgway works with these partnering communities to promote visitor experiences including event programming and activities through the CCC website, social media, newsletters, networking events and more. RACC meets with representatives monthly.

Each year the RACC and Ridgway FUSE help to fund this project through joint grant revenue by contributing \$2500 per organization totalling the \$5000 suggested contribution for each community. Ridgway was featured through the Colorado Creative Corridor in Colorado Life magazine in May/June 2023. You can learn more about the CCC through the promotional video created in 2020 found here, visit their website at <http://coloradocreativecorridor.com>, or follow them on social media at @coloradocreativecorridor on Instagram.

SAN JUAN SKYWAY BYWAY COMMITTEE

In efforts to collaborate more with other rural communities RACC Executive Director Perkins has joined the San Juan Skyway Byway Committee for 2023. As this group relates to tourism and marketing, priorities include shared responsible travel messaging throughout each community, inspirational messaging to drive visitation and educational messaging that enhances visitor management and engagement. From a peer alignment perspective, the San Juan Skyway

Byway committee offers next level networking opportunities, alignment with priority projects for rural southwest grant potential, enhanced funding revenue streams and shared experiences between leaders in similar rural communities.

GRAVEL ADVENTURE GUIDE

At the end of June 2023, Governor Polis announced that the RACC received a Colorado State Outdoor Recreational Grant to develop a Gravel Adventure Guide for the Uncompahgre Plateau and West San Juans region. The Adventure Field Guide series has been successfully deployed in multiple Colorado communities and includes local history, attractions and cultural heritage elements alongside its gravel trail summary. This guide will spotlight trails in Ouray, San Miguel and Montrose Counties including the West End. Grant deliverables will include the planning, design, publication and distribution of a Gravel Adventure Guide on or before March 31, 2024. This project was a collaborative effort spearheaded by Board Secretary Tanya Ishikawa and carried forth through the teamwork of RACC and members of the West End, Montrose and Ridgway community bike leaders and members.

2023 COLORADO TOURISM OFFICE'S GOVCON

Executive Director Perkins plans to again attend this year's Colorado Tourism Governor's Conference in Fort Collins, Colorado held September 27th-29th. The Colorado Governor's Tourism Conference is an annual three-day event for tourism professionals and industry leaders to learn and network. Participants assess current activities and find new approaches to market the state, locales, and businesses. Speakers from throughout the country will challenge and inspire attendees. This conference is essential to the advancement for marketing and promotional efforts including networking, engagement and professional development for the Chamber's Executive Director.

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

Ridgway Area Chamber of Commerce

Profit & Loss

January through June 2023

	Jan - Jun 23
Ordinary Income/Expense	
Income	
4500 · Lodging Tax Income	27,145.28
4125 · Membership Dues	4,460.00
4400 · Merchandise Sales	226.95
Youth Volunteer & Career Fair	150.00
Total Income	31,982.23
Gross Profit	31,982.23
Expense	
8010 · Advertising and Promotion	
8017 · Collaboration and Networking	210.00
Creative District Corridor	2,500.00
CTO Marketing Grant Payment	2,500.00
Online Media and Advertising,	5,035.00
Print Media and Advertising	957.04
8019 · Visitor's Guide Fulfillment, P	685.00
8012 · Website Upgrades and Operations	6,613.51
Total 8010 · Advertising and Promotion	18,500.55
8020 · Bank Service Charges	134.01
8030 · Board of Directors Expenses	
8030.1 · Board Meeting Expense	213.69
Total 8030 · Board of Directors Expenses	213.69
8035 · Credit Card Merchant Fee	26.15
8050 · Dues and Subscriptions	493.61
Networking & Meeting Meals	513.98
7100 · Membership Expense	
Membership Services	1,490.00
Total 7100 · Membership Expense	1,490.00
Over / short	-4.35
66000 · Payroll Expenses	
7020 · Directors Wages	26,797.90
7030 · Payroll Taxes	2,148.26
7070 · Workers Comp Insurance	280.00
66000 · Payroll Expenses - Other	0.00
Total 66000 · Payroll Expenses	29,226.16
8170 · Postage	114.50
8160 · Professional Fees	
Tax	201.00
8161 · Accounting Fees	4,094.00
Total 8160 · Professional Fees	4,295.00
Rent Expense	10.00
Sales Tax Variance	-0.01
8000 · Visitor Center Operations	
8133.1 · Electric	2,648.78
8133.2 · Natural Gas	277.48
8140 · Office Supplies	717.02
8132 · Repairs and Maintenance	1,068.82
8133.3 · Telephone and Internet	379.08
8133.4 · Trash	147.66
8190 · Volunteer Expense	85.99
8133.5 · Water & Sewer	3,629.50
Total 8000 · Visitor Center Operations	8,954.33

Ridgway Area Chamber of Commerce

Profit & Loss

January through June 2023

	Jan - Jun 23
Visitor Center Redesign	-240.00
Total Expense	63,727.62
Net Ordinary Income	-31,745.39
Net Income	-31,745.39

AGENDA ITEM #13



To: Honorable Mayor Clark and Ridgway Town Council
From: Tera Wick, Community Initiatives Facilitator
Preston Neill, Town Manager
Date: July 5, 2023
Agenda Topic: **Discussion and direction regarding tourism promotion and marketing services for the Town of Ridgway**

SUMMARY:

Council is asked to provide direction on how the Town should proceed in implementing tourism promotion and marketing services for the Town of Ridgway. More specifically, direction is requested on whether to renew the professional services agreement with the Ridgway Area Chamber of Commerce ("RACC") for the services stated above for FY 2024 or to explore other options.

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.

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." The 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 professional services agreement expires on December 31, 2023, and is appended to this memo for Council reference.

OPTIONS FOR CONSIDERATION:

Several options for council to consider are as follows:

- 1) Renew a professional services agreement with the Ridgway Area Chamber of Commerce.
- 2) Pursue a competitive process by way of a Request for Proposal, so that any entity or individual with proven marketing and tourism promotion experience may submit a bid. An ad-hoc review committee made up of members of Town staff, Town Council, community members, and other stakeholders would be established to review proposals and make a recommendation to Town Council.
- 3) Bring tourism promotion services "in-house" by hiring staff to fill roles previously assigned to contractors.

Whichever direction Council chooses to pursue, it is Town staff's recommendation that increased specificity be included in the scope of work to support the long-term success of the tourism promotion effort. Measurable deliverables and clear timeframes along with criteria for which community events, businesses

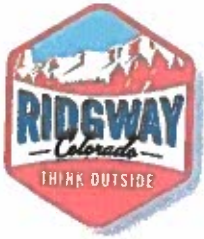


TOWN HALL PO Box 10 | 201 N. Railroad Street | Ridgway, Colorado 81432 | 970.626.5308 | www.town.ridgway.co.us

and activities are to be included in promotion and marketing activities would be beneficial and should be clearly laid out. Staff believe the responsible party should demonstrate a commitment to inclusive, comprehensive promotion, proactively educating visitors and locals about the wide range of activities in our community.

ATTACHMENT:

Professional Services Agreement: Ridgway Marketing and Promotions



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

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'



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.



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.



- 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.




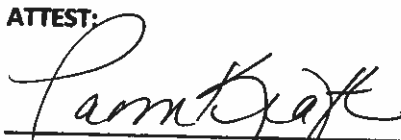
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14. **APPROPRIATION REQUIRED**

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 
Tim Patterson, President



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CRS 8-17.5-102 Certification

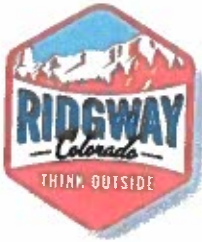
Name of Project: Ridgway Marketing and Promotions

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



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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



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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 #14



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: July 7, 2023
Agenda Topic: **Resolution No. 23-11 Submitting to the Electorate of the Town of Ridgway, during a November 7, 2023 Special Municipal Election to be held with a Coordinated Election, a Question Seeking Authority to Increase the Lodging Tax; Setting the Ballot Title and Content for the Ballot Issue; and Providing Other Matters Relating Thereto**

ACTION BEFORE COUNCIL

Council is asked to take action on Resolution No. 23-11, which would place a ballot question related to the Town's lodging tax on the November 7, 2023 Coordinated Election ballot. The ballot language below and in the attached resolution has been crafted for Council's review based upon Council's previous discussions.

SUMMARY

As a result of last month's work session where Council continued discussing and evaluating strategies for a dedicated revenue source for affordable housing, Council provided the following direction to staff:

1. Submit a "Notice of Intent" to participate in November election to the Ouray County Clerk & Recorder's Office.
2. Craft a ballot title and content for Council consideration. Start by proposing an increase to the Lodging Tax rate of 6% at a split of 50/50 (i.e., 50% to tourism promotion and 50% to affordable housing).
3. In the initial draft of the ballot language include "early childhood care and education" as an eligible expenditure in addition to "affordable and workforce housing".

To check out the staff reports from previous work sessions, please visit the following links:

- [June 9, 2023 Staff Report re "Dedicated revenue source to address housing challenges"](#)
- [May 2, 2023 Staff Report re "Dedicated revenue source to address housing challenges"](#)
- [April 13, 2023 Staff Report re "Dedicated revenue source to address housing challenges"](#)
- [March 3, 2023 Staff Report re "Dedicated revenue source to address housing challenges"](#)
- [February 10, 2023 Staff Report re "Dedicated revenue source to address housing challenges"](#)



BALLOT QUESTION

The ballot language below is being proposed based up Council's previous discussions. The language is in compliance with the TABOR provisions of the Colorado State Constitution.

SHALL THE TOWN OF RIDGWAY LODGING TAX BE INCREASED BY \$110,000.00 ANNUALLY, BEGINNING IN 2024, WHICH WILL BE THE FIRST FULL FISCAL YEAR OF THE INCREASE, AND BY WHATEVER ADDITIONAL AMOUNTS ARE RAISED ANNUALLY THEREAFTER, BY INCREASING THE RATE OF THE TOWN'S LODGING TAX TWO AND A HALF PERCENT (2.5%), FOR A TOTAL LODGING TAX OF SIX PERCENT (6%), WITH UP TO 50% OF THE PROCEEDS OF THE LODGING TAX TO BE USED FOR TOURISM PROMOTION AND ECONOMIC DEVELOPMENT AND THE REMAINDER TO BE USED FOR THE DEVELOPMENT, OPERATION, MAINTENANCE OF, AND ANY OTHER ACTION(S) BY THE TOWN OR IN PARTNERSHIP, TO PROVIDE AFFORDABLE AND WORKFORCE HOUSING, AND IMPROVE EARLY CHILDHOOD CARE AND EDUCATION, AND FUND PROGRAM(S) TO FACILITATE HOMEOWNERSHIP, AND OTHER ACTION(S) AND PROGRAM(S) NOT INCONSISTENT WITH THESE PURPOSES, EXCEPT THAT NO VENDOR PROCESSING FEE SHALL APPLY TO THE TAX INCREASE, AND SHALL THE REVENUES GENERATED BY SUCH TAX INCREASE AND PROCEEDS BE COLLECTED AND SPENT BY THE TOWN AS A VOTER APPROVED REVENUE CHANGE, WITHOUT REGARD TO ANY SPENDING, REVENUE-RAISING, OR OTHER LIMITATION CONTAINED WITHIN ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION OR ANY OTHER LAW, AND SHALL THE RIDGWAY TOWN COUNCIL BE AUTHORIZED TO ADOPT AN ORDINANCE IMPLEMENTING SUCH INCREASE AND USE OF THE PROCEEDS IN SUBSTANTIAL CONFORMITY HERewith?

FINANCIAL IMPLICATIONS:

Please refer to the staff report dated June 9, 2023 to review projected lodging tax revenues based on increased lodging tax rates applied to lodging tax revenues in FY2017 to FY2023.

PROPOSED MOTION:

"I move to approve Resolution No. 23-11 [with or without modifications], thereby referring a local lodging tax ballot question to the November 7, 2023 Coordinated Election."

RESOLUTION NO. 23-11

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF RIDGWAY, COLORADO, SUBMITTING TO THE ELECTORATE OF THE TOWN OF RIDGWAY, DURING A NOVEMBER 7, 2023, SPECIAL MUNICIPAL ELECTION TO BE HELD WITH A COORDINATED ELECTION, A QUESTION SEEKING AUTHORITY TO INCREASE THE LODGING TAX; SETTING THE BALLOT TITLE AND CONTENT FOR THE BALLOT ISSUE; AND PROVIDING OTHER MATTERS RELATING THERE TO

WHEREAS, the Town of Ridgway, Colorado (“Town”) is a home rule municipality and political subdivision of the State of Colorado (“State”) organized and existing under a home rule charter (“Charter”) pursuant to Article XX of the Constitution of the State; and

WHEREAS, pursuant to the Charter, the Town has full authority, power to enact taxes and tax increases, subject to approval of the voters pursuant to Article X, Section 20 of the Colorado Constitution; and

WHEREAS, the Town has a lodging tax with a rate previously approved by the voters of 3.5% of the entire amount charged for furnishing the room or accommodations with 70% of the net lodging tax revenues received by the Town to be used for tourism promotion and economic development purposes, and the remainder to be used for expenses attributable to tourism and growth; and

WHEREAS, after due consideration the Town Council has determined to propose a ballot question to voters to allow the lodging tax to be increased to a rate of 6.0% of the entire amount charged for furnishing the room or accommodations with 50% of the proceeds of the tax to be used for tourism promotion and economic development, and the remainder to be used for the development, operation, maintenance of, and any other action(s) by the Town or in partnership, to provide affordable and workforce housing, and improve early childhood care and education, and fund programs to facilitate homeownership, and other actions and programs not inconsistent with these purposes; and

WHEREAS, pursuant to Section 4-3 of the Charter, special municipal elections may be called by the Town Council, and pursuant to Section 4-4 of the Charter, Town elections are to be governed by Colorado Revised Statutes (“C.R.S.”), except as otherwise provided in the Charter or as the Town Council may otherwise prescribe by ordinance; and

WHEREAS, C.R.S. 31-10-102.7 provides that any municipality may decide by resolution to utilize the procedures and requirements of the Uniform Election Code of 1992, which the Council finds is appropriate to use, in order to participate in the coordinated election of November 7, 2023; and

WHEREAS, the Town Council has determined to set the ballot title for the ballot issue to be submitted at a special municipal election to be held on November 7, 2023; and

WHEREAS, pursuant to the criteria for ballot titles set forth at Section 31-11-111 and 1-11-203.5, C.R.S., in fixing this ballot title, the Town Council finds that the title set forth in Exhibit A is not misleading, clearly identifies the effect of a “yes” or “no” vote, does not conflict with title of any other measure that will appear on the ballot, and correctly and fairly expresses the true intent and meaning of the measure.

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

1. At a special municipal election of the Town to be held on November 7, 2023, as a coordinated election using the procedures of the Uniform Election Code of 1992, there shall be submitted to the eligible electors of the Town a ballot issue authorizing an increase and amendment in the lodging tax and the use of the proceeds therefrom, which ballot issue shall be in substantially the form attached hereto as Exhibit A. Exhibit A is hereby incorporated into this Resolution as if set forth in full herein.

2. For purposes of Section 1-11-203.5, C.R.S. and Section 31-11-111, C.R.S., this Resolution shall serve to set the title and content for the ballot issue set forth herein and the ballot title for such ballot issue shall be the text of the ballot issue itself. Pursuant to Section 1-11-203.5, C.R.S., any contest by a person of the form or content of a ballot title must be filed within five days of the Town Council's final action concerning the ballot title.

3. The Town Clerk, as well as the appropriate officers and employees of the Town, are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Resolution. Among other matters, the Town Clerk shall enter into a contract with the Ouray County Clerk for the conduct of the coordinated election.

4. If a majority of the votes cast on the ballot issue submitted at the election shall be in favor of such ballot issue, the Town acting through the Council shall be authorized to proceed with the necessary action to amend the lodging tax by ordinance and expend tax revenues, in accordance with the ballot issue which has been so approved. Any authority to increase taxes and amend the tax ordinance, if conferred by the results of the election, shall be deemed and considered a continuing authority at any one time, or from time to time, and neither the partial exercise of the authority so conferred, nor any lapse of time, shall be considered as exhausting or limiting the full authority so conferred.

5. All actions not inconsistent with the provisions of this Resolution, heretofore taken by the members of the Town Council and the officers and employees of the Town, directed toward holding the election for the purposes stated herein are hereby ratified, approved and confirmed.

6. All prior acts, orders or resolutions, or parts thereof, by the Town in conflict with this Resolution are hereby repealed, except that this repealer shall not be construed to revive any act, order or resolution, or part thereof, heretofore repealed.

7. If any section, paragraph, clause, or provision of this Resolution shall be adjudged to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining sections, paragraphs, clauses or provisions of this Resolution, it being the intention that the various parts hereof are severable.

8. This Resolution shall take effect immediately upon its passage.

ADOPTED AND APPROVED this _____ day of July 2023.

John Clark, Mayor

ATTEST:

Pam Kraft, Town Clerk

EXHIBIT A

BALLOT ISSUE ____:

SHALL THE TOWN OF RIDGWAY LODGING TAX BE INCREASED BY \$110,000.00 ANNUALLY, BEGINNING IN 2024, WHICH WILL BE THE FIRST FULL FISCAL YEAR OF THE INCREASE, AND BY WHATEVER ADDITIONAL AMOUNTS ARE RAISED ANNUALLY THEREAFTER, BY INCREASING THE RATE OF THE TOWN'S LODGING TAX TWO AND A HALF PERCENT (2.5%), FOR A TOTAL LODGING TAX OF SIX PERCENT (6%), WITH UP TO 50% OF THE PROCEEDS OF THE LODGING TAX TO BE USED FOR TOURISM PROMOTION AND ECONOMIC DEVELOPMENT AND THE REMAINDER TO BE USED FOR THE DEVELOPMENT, OPERATION, MAINTENANCE OF, AND ANY OTHER ACTION(S) BY THE TOWN OR IN PARTNERSHIP, TO PROVIDE AFFORDABLE AND WORKFORCE HOUSING, AND IMPROVE EARLY CHILDHOOD CARE AND EDUCATION, AND FUND PROGRAM(S) TO FACILITATE HOMEOWNERSHIP, AND OTHER ACTION(S) AND PROGRAM(S) NOT INCONSISTENT WITH THESE PURPOSES, EXCEPT THAT NO VENDOR PROCESSING FEE SHALL APPLY TO THE TAX INCREASE, AND SHALL THE REVENUES GENERATED BY SUCH TAX INCREASE AND PROCEEDS BE COLLECTED AND SPENT BY THE TOWN AS A VOTER APPROVED REVENUE CHANGE, WITHOUT REGARD TO ANY SPENDING, REVENUE-RAISING, OR OTHER LIMITATION CONTAINED WITHIN ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION OR ANY OTHER LAW, AND SHALL THE RIDGWAY TOWN COUNCIL BE AUTHORIZED TO ADOPT AN ORDINANCE IMPLEMENTING SUCH INCREASE AND USE OF THE PROCEEDS IN SUBSTANTIAL CONFORMITY HERewith?

AGENDA ITEM #15

RESOLUTION NO. 23-12

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF RIDGWAY, COLORADO, ESTABLISHING A FEE SCHEDULE FOR LAND USE APPLICATIONS

WHEREAS, the Town of Ridgway, Colorado (“Town”) is a home rule municipality and political subdivision of the State of Colorado (“State”) organized and existing under a home rule charter (“Charter”) pursuant to Article XX of the Constitution of the State; and

WHEREAS, the Town Council adopted Ordinance No. 03-23, updating the Town’s zoning and subdivision regulations to clarify the zoning and subdivision review process, remove contradictions and duplications between Ridgway Municipal Code sections, and create a structure that can easily be updated to adapt to changing trends and needs; and

WHEREAS, as part of the process to update the Town’s zoning and subdivision regulations, fees for various land use applications were removed from the Ridgway Municipal Code and now must be established via a fee schedule; and

WHEREAS, the Town Council desires to recuperate costs incurred for services requested by the public and provided by the Town, which requires that the fees be established and updated periodically; and

WHEREAS, the Town Council desires to achieve a common understanding of various costs for the citizens of Ridgway; and

WHEREAS, the Town Council desires to incorporate and clarify fees with this Resolution No. 23-12; and

WHEREAS, numerous sections of the Ridgway Municipal Code provide for establishing fee and penalty schedules; and

WHEREAS, the Town Council finds this Resolution to be in the best interest and welfare of the residents of the Town.

NOW, THEREFORE, BE IT RESOLVED that the Ridgway Town Council hereby approves and adopts the *Fee Schedule for Land Use Applications* as shown in Exhibit A.

ADOPTED AND APPROVED this ____ day of July 2023.

TOWN OF RIDGWAY, COLORADO

By: _____
John Clark, Mayor

ATTEST:

By: _____
Pam Kraft, Town Clerk

EXHIBIT A
Fee Schedule for Land Use Applications

Planned Unit Development		
PUD Zoning		\$1,500.00 plus \$25.00 per lot or unit
Major Amendment, PUD		\$500.00
Minor Amendment, PUD		\$250.00
Signs		
Master Sign Plan		\$150.00
Master Sign Plan, Minor Change		\$50.00
Master Sign Plan, Major Change		\$150.00
Master Sign Plan, Appeal		\$250.00
Sign Permit		\$35.00 per sign
Subdivisions		
Sketch Plan		\$300.00 plus \$10.00 per lot or unit
Preliminary Plat		\$1,500.00 plus \$25.00 per lot or unit
Resubmittal of Preliminary Plat		\$750.00 plus \$25.00 per lot or unit
Final Plat		\$600.00
Minor Subdivision		\$1,500.00 plus \$50.00 per lot or unit
Construction Documents		\$1,000
Boundary or Lot Line Adjustment		\$300.00
Building Footprint		\$150.00
Condominium		\$500.00
Lot Consolidation		\$300.00
Plat Amendments		\$250.00
Resubdivision		\$600.00
Townhouse		\$500.00
Statutory Vested Rights		\$1,500.00
Miscellaneous Applications		
Administrative Adjustment		\$150.00
Amendment to Zoning Regulations		\$200.00
Annexation		\$1,500.00
Appeal of a Planning Decision		\$250.00
Conditional Use Permit		\$250.00
Conditional Use Permit, Minor Amendment		\$100.00
Deviation from Residential, Commercial, or Industrial Design Standards		\$175.00
Mobile Homes or Factory-built housing set up within a lawful mobile home park		\$200.00
Nonconforming Use, Change		\$150.00
Other Reviews		\$250.00
Outdoor Lighting, Appeal		\$250.00
Outdoor Lighting, Variance		\$250.00

Zoning Map Amendment		\$250.00
Site Plan Review		\$1,000.00
Site Specific Development Plan		\$50.00
Temporary Use Permit		\$150
Variance		\$250
Zoning or Land Use Compliance Letters		\$100

In addition to the above fees, the applicant shall reimburse the Town for all out-of-pocket costs incurred during the review including legal fees, postage, notice and publishing costs, map costs, engineering fees, etc., together with wages and associated payroll costs for contract employees, plus ten percent to cover overhead and administration. The Town shall bill the applicant periodically as such costs are incurred. Payment is due within 30 days. Bills not paid by the due date shall accrue interest at the rate of one and one-half percent per month or part thereof. No plat shall be recorded, improvement accepted, lien released, building permit issued, tap approved or other final approval action taken until all fees then due are paid to the Town. Such fees may be certified to the County Treasurer for collection as delinquent charges against the property concerned.

The Town Council, in its sole discretion, may defer, reduce and/or waive certain land use fees for projects demonstrating significant public benefit such as perpetual, deed-restricted affordable or workforce housing projects.

AGENDA ITEM #16



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: July 7, 2023
Agenda Topic: Consideration of promulgating Voluntary Water Restrictions pursuant to the Town's Water and Conservation Management Plan

SUMMARY:

In 2018, the Council approved Resolution No. 18-06 (attached), ratifying the Town of Ridgway Water Conservation and Management Plan. At that time, Council expressed a desire to conserve water in times of need to ensure effective and safe delivery of water to the Ridgway community during all times, including in times of restricted or limited water supply and drought.

According to the U.S. Drought Portal, accessible at www.drought.gov, areas in southwestern Colorado, including Ouray County, are not currently experiencing drought conditions. However, based on water production records and in order to promote water efficiency, staff recommends that Council promulgate, by motion and vote, Stage I Voluntary Water Restrictions for the Town of Ridgway. If the restrictions are put into effect, staff will utilize the Town's various communication channels to promote "voluntary water restrictions" and to encourage residents to reduce their water use.

RECOMMENDED MOTION:

"I move to promulgate Stage I Voluntary Water Restrictions for the Town of Ridgway."

ATTACHMENT:

Resolution No. 18-06

Resolution No. 18-06

**Resolution of the Town Council of Ridgway, Colorado
Ratifying the Town of Ridgway Water Conservation and Management Plan**

WHEREAS, the water supply for the Town of Ridgway is a precious, valuable and critical resource for the Ridgway community; and

WHEREAS, the Town of Ridgway, State of Colorado and the United States have seen periods of drought that significantly impact the local water supply, threatening the health, safety and welfare of our communities; and

WHEREAS, the Town Council desires to be proactive in communicating with the Ridgway community and water users of town-supplied water regarding the water conservation efforts that will be employed and the timing of such water restrictions; and

WHEREAS, the Town Council desires to conserve water in times of need to insure effective and safe delivery of water to the Ridgway community during all times, including in times of restricted or limited water supply and drought.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF RIDGWAY, COLORADO the Ridgway Water Conservation and Management Plan as defined herein is ratified.

Water Conservation and Management Plan

Stage	Trigger Condition	Actions
Stage I	Voluntary Restrictions: Statewide Drought Status (Begins May 1)	<ul style="list-style-type: none"> • Does not apply to drip systems and use of hand-watering containers. • No irrigating between the hours of 9:00 am and 6:00 pm, or when windy, in order to minimize evaporation, and anytime on Mondays. • Properties located on the SOUTH side of Hwy 62 & Hunter Parkway – irrigate only on Tuesdays, Thursdays and Saturdays. • Properties located on the NORTH side of Hwy 62 & Hunter Parkway – irrigate only on Wednesdays, Fridays and Sundays. • Outreach on water use and fixing leaks, limited gardening, etc.
Stage II	Mandatory Restrictions: Demand exceeds system capacity (water from the town storage reservoir is the only source)	<ul style="list-style-type: none"> • Properties located on the SOUTH side of Hwy 62 & Hunter Parkway – irrigate only on Tuesdays and Saturdays. • Properties located on the NORTH side of Hwy 62 & Hunter Parkway – irrigate only on Wednesdays and Sundays. • Town Parks irrigation limited to the same as properties north and south of Highway 62.
Stage III	Demand remains above system capacity and tank levels are not sustained after Stage I and Stage II actions	<ul style="list-style-type: none"> • Maintain all Stage II curtailments plus: • Water Waste Ordinance activated, including emergency rate structure reducing base water use allocation and increasing cost of water (may require more frequent meter readings – 2x month – for use and leak detection). • Largest outdoor water users significantly curtailed. • Restaurants only serve water upon customer request.

Stage	Trigger Condition	Actions
Stage IV	Demand remains above system capacity and tank levels are not sustained after Stage III actions	<ul style="list-style-type: none"> • Maintain all Stage III curtailments plus: • Properties located on the SOUTH side of Hwy 62 & Hunter Parkway – irrigate only on Tuesdays and Saturdays on the 2nd and 4th weeks of the month. • Properties located on the NORTH side of Hwy 62 & Hunter Parkway – irrigate only on Wednesdays and Sundays on the 1st and 3rd weeks of the month • Town Parks irrigation limited to the same as all properties north and south of Highway 62.
Stage V	Demand remains above system capacity and tank levels are not sustained after Stage IV actions	<ul style="list-style-type: none"> • Maintain all Stage IV curtailments plus: <ul style="list-style-type: none"> ○ No outdoor irrigation. ○ No car washing, pond, or pool filling. ○ No sidewalk washing. ○ No use of potable water in water features (e.g., fountains).
Stage VI	Demand remains above system capacity and tank levels are not sustained after Stage V actions	<ul style="list-style-type: none"> • Maintain all Stage V curtailments plus: <ul style="list-style-type: none"> ○ Allow no new connections to system until fall or relief from drought. ○ Contact largest commercial/industrial customers and meet to develop a plan to reduce indoor consumption by 30%.

Enforcement

Enforcement of this Water Conservation and Management Plan is per the Ridgway Municipal Code (RMC) and other enforcement provisions for the Town of Ridgway, including but not limited to **RMC Section 2-4: Administrative Enforcement of the Ridgway Municipal Code**:

Under the existing Code Section for Administrative Enforcement, the general process, in part, is as follows, and is only provided here to provide notice to the Ridgway Community:

First Violation – Optional Verbal or written notice, or written Notice of Violation

Second Violation – written Notice of Violation

Third Violation – Administrative Citation pursuant to RMC 2-4-13

RMC 2-4-13:

(B) If the responsible party fails to correct the violation cited, commits the same violations again, or fails to correct a violation as specified in accordance with an administrative enforcement order of the AHO, subsequent administrative citations may be issued for violations of the same code section. The penalties assessed for each administrative citation issued for violations of the same code section or sections shall not exceed the following amounts regardless of the number of violations per citation:

(1) First administrative citation: one hundred and fifty dollar (\$150.00).

(2) Second administrative citation: five hundred dollars (\$500.00).

(3) Third and each subsequent administrative citation: nine hundred and ninety-nine dollars (\$999.00).

(C) Payment of the penalty shall not excuse the failure to correct the violations nor shall it bar further enforcement action by the Town.

In addition, pursuant to **RMC 9-1-3: Limitations on the Use of the Water and Sewer System**, the following may be pursued:

RMC 9-1-3, in part:

(B) The Mayor may promulgate emergency regulations restricting the use of Town water for irrigation or other uses subject to confirmation or amendment by the Town Council.

(C) The Town Council may declare by resolution a moratorium on taps or line extensions for the entire water or sewer systems or any part of them at any time due to limitations on system capacity or other circumstances which require such action.

(D) The Town shall have the right to temporarily interrupt service without notice for the purpose of making repairs, taps, extensions or for other reasons as necessary for the proper operation and maintenance of the water and sewer systems. If practical, reasonable notice shall be given to the customer.

(E) No customer located outside of the corporate limits of the Town may significantly increase the amount or degree of his use of Town water or sewer service beyond the extent of his use at the effective date of this Section.

(F) The Town Council may set regulations governing the use of water for irrigation and sprinkling by resolution.

Other Ridgway Municipal Code provisions may apply.

PASSED AND APPROVED this 11th day of April 2018.

ATTEST

TOWN OF RIDGWAY

Pam Kraft, MMC,
Town Clerk

John Clark,
Mayor

AGENDA ITEM #17



2024 Fiscal Year Budget Preparation Schedule

Date	Description	Responsible Parties
August 14 – September 13, 2023	Meetings with Town staff: <ul style="list-style-type: none">• Strategic Plan• Town-wide initiatives• Levels of service• Fees• Goals and objectives• Personnel requests• Capital Outlay requests• Line-item justifications	Preston, Pam
October 11, 2023	Draft 2024 Fiscal Year Budget Submitted to Council	Preston, Pam
October 21, 2023 9:00 a.m. – 2:00 p.m.	Budget Retreat: <ul style="list-style-type: none">• Introduction of Draft 2024 Fiscal Year Budget• Introduction of Draft 2024 Strategic Plan Outcomes: <ul style="list-style-type: none">• Council direction for revisions• Council direction for Capital Improvement Projects• Council direction for revenue projections• Council requests for additional information, analysis or options	Council, Preston, Pam, Joanne
November 8, 2023	Council Budget Hearing: <ul style="list-style-type: none">• Staff Presentation of 2024 Fiscal Year Proposed Budget• Presentation of 2024 Strategic Plan• Follow-up on any Council directions or requests• Council discussion and public comment	Council, Preston, Pam
November 16, 2023	Council Budget Workshop: <ul style="list-style-type: none">• Overview of 2024 Fiscal Year Proposed Budget• Follow-up on any Council directions or requests• Council discussion and public comment	Council, Preston, Pam
December 13, 2023	Council Budget Hearing: <ul style="list-style-type: none">• Adoption of 2024 Fiscal Year Budget, including Capital Projects Plan and 2024 Strategic Plan• Approval of Resolution Certifying Mill Levy	Council, Preston, Pam

AGENDA ITEM #18

AGENDA ITEM #19