

Ridgway Town Council
Regular Meeting Agenda
Wednesday, February 14, 2024

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

Join Zoom Meeting

<https://us02web.zoom.us/j/82774268562?pwd=OGNyRmZ2YkNmHI3ZGZleC9UODJSZz09>

Meeting ID: 827 7426 8562

Passcode: 956116

Dial by your location

+1 346 248 7799 US

+1 253 215 8782 US

6:00 p.m.

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

ADDITIONS & DELETIONS TO THE AGENDA

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

1. Minutes of Regular Meeting of January 10, 2024.
2. Register of Demands for February 2024.
3. Approval to continue the Solar Energy Incentive Program pursuant to Ridgway Municipal Code Section 6-1-12 - Town Clerk.

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

4. Extension request to meet conditions of approval of Preserve PUD Preliminary Plat; Location: Savath Subdivision Part of Outlot A and Woodford Addition; Address: TBD County Road 23; Zone: Residential (R); Owner: Dalwhinnie Group LLC - 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.

5. Ridgway Area Chamber of Commerce presentation on marketing and promotion activities and financial status - Ashley Perkins, Ridgway Area Chamber of Commerce.

6. Interviews of *Town of Ridgway Sustainability Advisory Board* applicants and appointment of one member - Town Manager.
7. Review and action on Memorandum of Understanding between the Colorado Department of Local Affairs and the Town of Ridgway concerning the Colorado Main Street Program - Town Manager.
8. Ratification of letter of support for Sonoran Institute Growing Water Smart application to the Colorado River District Community Funding Partnership - Mayor Clark.

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.

9. Town Manager's Report.

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

Committees & Commissions:

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

Board Appointments:

Ouray County Weed Board - Councilor Lakin; alternate - Town Engineer
Ouray County Joint Planning Board - Councilor Meyer, citizens Rod Fitzhugh & Tom McKenney; alternate - Councilor Schuyler
Sneffels Energy Board - Councilor Thomas and Town Manager; alternate - Mayor Clark
Region 10 Board - Mayor Clark
WestCO Dispatch Board - Town Marshal; alternate - Town Manager
Gunnison Valley Transportation Planning Region - Town Manager
Ouray County Transit Committee - Town Manager
Ouray County Water Users Association - Councilor Meyer; alternate - Councilor Thomas
Water and Land Committee for the Uncompahgre Valley - Councilor Meyer; alternate - Town Manager
Colorado Communities for Climate Action - Councilor Lakin; alternate - Town Manager
Colorado Municipal League Policy Committee - Town Manager
Home Trust of Ouray County - Town Manager

Liaisons:

Chamber of Commerce - Councilmember Lakin
Communities That Care Coalition - Mayor Clark
Ouray County Fairgrounds - Councilor Schuyler

ADJOURNMENT

Deadline for agenda items for next regular meeting, Wednesday, March 6, 2024 at 4:00 p.m., Town Clerk's Office, 201 N. Railroad Street, Ridgway, Colorado.

Consent Agenda

RIDGWAY TOWN COUNCIL
MINUTES OF REGULAR MEETING
JANUARY 10, 2024

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 5:35 p.m. in the Community Center at 201 N. Railroad Street, Ridgway, Colorado. Councilors Grambley, Kroger, Lakin, Thomas, Mayor Pro Tem Meyer and Mayor Clark were present for the roll call. Councilor Schuyler was late.

CONSENT AGENDA

1. Minutes of the Regular Meeting of December 13, 2023.
2. Register of Demands for January 2024.
3. Per State Statute Designate the Town Hall Bulletin Board as the Official Posting Place.
4. Renewal of Restaurant Liquor License for Bella Vino.
5. Renewal of Brew Pub Liquor License for Colorado Boy Depot LLC.

ACTION:

It was moved by Councilor Lakin and seconded by Councilor Thomas to approve the consent agenda. The motion carried unanimously on a roll call vote.

PUBLIC COMMENTS

6. Kuno Vollenweider suggested the Town Council consider closing one block of Charolette, or Moffat Streets; North Mary or North Charles Streets for sledding noting there are no steep-sloped streets in Town, and the sledding hill near the Post Office is inadequate. He explained the Town could experiment with the concept by encouraging evening sledding and aligning the area with safety signs and hay bales. The Council suggested Staff investigate the possibility of a sledding street.
7. Jake Niece, Board Director for the Ouray County Home Trust (OCHT) requested a Councilmember attend proposed work sessions that will occur in 2024. He explained OCHT is also requesting board member representation at the work sessions from Ouray County and the City of Ouray to formalize expectations of the 3 entities and determine what the entities might pay for affordable home provider services. Niece asked the Council to advise him of their decision by the end of June. The Town Council will consider the suggestion and advise Mr. Niece of the representative before June.

PUBLIC REQUESTS AND PRESENTATIONS

8. Community Health Assessment

Power Point presentation prepared by Tanner Kingery, Ouray County Health Director

Tanner Kingery reported on the community health process for the West Central Public Health Partnership and provided statistics for county demographics. The partnership includes public health directors from Delta, Hinsdale, Montrose, Ouray, Gunnison and San Miguel Counties. Kingery explained health equity and prevention are the primary public health goals. The goals are achieved through advocacy, defining policy, coordinating inter-agency efforts, creating organizational environments that enable change; data collection monitoring and surveillance; population-based interventions, and community engagement capacity building. The Public Health Director explained the agencies are collecting data on vulnerable populations, behavioral health, healthcare access, childcare, COVID-19, aging in place, food insecurity, barriers to receive care, healthy housing and affordable housing. Kingery noted the 2024 Public Health Improvement Action Plan is posted on the Ouray County Health website.

The Council asked questions and provided feedback.

PUBLIC HEARINGS

9. Adoption of the 2024 Fiscal Year Budget, Appropriation of Funds and Setting of Property Tax Levies for 2024

Staff Report dated December 27, 2023, providing background, analysis, considerations and recommendations prepared by Pam Kraft, Town Clerk/Treasurer; Resolution No. 24-01 with 2023 proposed Budget, Resolution No. 24-02, Resolution No. 24-03.

Town Manager Preston Neill reviewed the 2024 adoption timelines and process. He noted that the budget is normally approved by December 15th of the previous fiscal year, and due to State legislative changes under SB22-238 the adoption date was moved to January of the current fiscal year. The Town Manager requested approval of the 2024 Budget.

Mayor Clark opened the hearing for public comment and there was none.

ACTION:

It was moved by Councilor Kroger, seconded by Councilor Lakin to adopt Resolution No. 24-01 of the Town of Ridgway, Adopting a Budget for the Calendar Year Beginning on the First Day of January 2024, and Ending on the Last Day of December 2024. After a roll call vote the motion was carried unanimously.

ACTION:

Councilor Kroger moved to adopt Resolution No. 24-02 of the Town of Ridgway, Appropriating Sums of Money to the Various Funds in the Amount and for the Purpose as Set Forth Below for the 2024 Budget Year. Councilor Lakin seconded the motion which was carried unanimously on a roll call vote.

ACTION:

Moved by Councilor Schuyler to adopt Resolution 24-03 of the Town of Ridgway, Adopting the property Tax Levy for the Year 2024 for Certification to the Ouray County Commissioners, seconded by Councilor Lakin, and carried unanimously on a roll call vote.

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

Staff Report dated January 4, 2024, prepared by the Town Manager; Ordinance No. 08-2023.

Town Manager Neill presented the draft Ordinance and noted this is the second reading in a public meeting and if approved it would amend the Ridgway Municipal Code Chapter 3-Finance.

Mayor Clark opened the hearing for public comment and there was none.

ACTION:

Mayor Pro-Tem Meyer moved to approve, on the second reading, Ordinance No. 08-2023 Increasing the Rate of the Lodging Tax and Revising the Use of Proceeds Thereof and Other Provisions in Accordance with the Voter Approved Ballot Issue. Councilor Kroger seconded the motion, and it was carried unanimously on a roll call vote.

POLICY MATTERS

11. Adoption of the 2024 Five-Year and Ten-Year Capital Improvements Plans

Staff Report dated January 4, 2024, presenting background, analysis and staff recommendation, prepared by Town Manager Preston Neill; 2024 Five-Year and Ten- Year Capital Improvement Project Budgets.

The Mayor opened the hearing for public comments and there were none.

ACTION:

Moved by Councilor Lakin to adopt the 2024 Five and Ten-Year Capital Improvement Plans, seconded by Councilor Kroger and unanimously carried on a roll call vote.

12. Adoption of the 2024 Strategic Plan

Staff Report dated January 4, 2024, prepared by the Town Manager; Town of Ridgway 2024 Strategic Plan.

The Mayor opened the hearing for public comments and there were none.

ACTION:

Councilor Kroger moved to adopt the 2024 Strategic Plan. Councilor Schuyler seconded the motion, and it carried on a roll call vote.

13. Approval of the Professional Services Agreement for Tourism Promotion Services Between the Town of Ridgway and the Ridgway Area Chamber of Commerce

Staff Report dated January 4, 2024, providing background prepared by Town Manager Neill; 2024 Professional Services Agreement between the Ridgway Area Chamber of Commerce and the Town of Ridgway; 2023 Professional Services Agreement: Ridgway Marketing and Promotions Between the Ridgway Area Chamber of Commerce and the Town of Ridgway.

Community Initiatives Facilitator, Tera Wick explained the staff was directed by Town Council to develop a more defined scope of work with the 2024 agreement. She collaborated

with the Ridgway Area Chamber of Commerce and the Town Manager to achieve the document submitted to the Councilors for approval. Wick explained the agreement better clarifies expectations and noted the funds the Chamber receives from the Town will not be member exclusively administered.

The Council noted sustainability practices for hiking, biking, and rafting must be explicit with social media and other forms of communication.

ACTION:

Councilor Grambley moved to approve the Professional Services Agreement for Tourism Promotion Services with the Ridgway Area Chamber of Commerce. Seconded by Councilor Kroger, the motion was carried unanimously on a roll call vote.

14. Authorization of Annexation Application and Process Related to Preserve PUD Property.

Staff Report Dated January 4, 2024, providing background from Town Manager Preston Neill.

Town Manager Neill explained the annexation is for a small sliver of property that is part of the Athletic Park parcel, and currently outside of the town boundary, and was not included in the original annexation application.

ACTION:

It was moved by Councilor Lakin, seconded by Councilor Grambley, to authorize inclusion of the small piece of Town-owned property in the annexation application from Dalwhinnie Group, LLC and authorize Mayor Clark to sign a letter consenting to the submission of the application. The motion carried unanimously on a roll call vote.

15. Approval of Memorandum of Understanding (MOU) Between Ouray County and Town of Ridgway Regarding 2024 Operational Funding Requests, Road and Bridge Appointment from County to Town, and Future Goals

Staff Report dated January 4, 2024, from Manager Neill providing summary; the 2023 & 2024 Memorandum of Understanding Between Ouray County and Town of Ridgway Regarding Operational Funding Requests, Road and Bridge Appointment from County to Town and Future Goals.

The Town Manager presented the MOU and noted the development of an evacuation plan did not get completed in 2023 and is proposed to be completed in 2024. Participation in the Multi-Hazard Plan, and the Community Wildflower Protection Plan have been added for 2024 he continued. The agreement also provides courtesy agenda notifications and packet items for information and packet-sharing topics or land use proposals of mutual interest; as well as collaboration on balancing recreation and conservation; and management of vehicle traffic that passes through Ouray County Manager Neill concluded.

ACTION:

It was moved by Councilor Lakin, seconded by Mayor Pro-Tem Meyer to approve the Memorandum of Understanding Between Ouray County and Town of Ridgway Regarding 2024 Operational Funding Requests, Road and Bridge Appointment from County to Town, and Future Goals.

16. Approval of Resolution No. 24-04 Amending the Town of Ridgway Standard Specification and Typical Drawings for Infrastructure Construction.

Staff Report dated January 10, 2024, providing background and proposed updates, prepared by Town Manager Preston Neill; Resolution No. 24-04

Town Engineer Joanne Fagan explained it has been almost thirty years since the specifications for non-water and sewer standards have been updated. Fagan noted specification standards for the cross-load on the highway, interfacing with existing infrastructure, cold weather road standards, road testing requirements, concrete specifications, definitions, disinfecting and flushing, and re-vegetation were updated. Fagan further explained the stormwater standards were updated due to changing weather conditions.

The Council asked that requirements for power wheelchairs be included in the update.

ACTION:

Councilor Schuyler moved to approve Resolution No. 24-04, a Resolution of the Town Council of Ridgway, Colorado, Amending the Town of Ridgway Standard Specification and Typical Drawings for Infrastructure Construction. The motion was seconded by Councilor Kroger and passed unanimously in a roll call vote.

17. Authorization of Great Outdoors Colorado's (GOCO) Community Impact Program for the Hartwell Park Playground Project

Staff Report dated January 4, 2024, providing background and analysis from the Town Manager.

Manager Neill said the project does not apply to the entire playground area in Hartwell Park. Rather, it is to replace the jungle gym structure which is over 25 years old and to replace the wood chips on the ground lining jungle gym zone with a different surface. He requested authorization from the Town Council to submit a concept and grant application to GOCO.

ACTION:

Mayor Pro-Tem Meyer moved to authorize submittal of a concept paper to the third cycle of GOCO's Community Impact Program for the Hartwell Park Playground project. Councilor Kroger seconded the motion, and it passed unanimously on a roll call vote.

18. Authorization of the State Revolving Loan Funds Application; and Energy and Mineral Impact Assistance Program Grant Application

Manager Neill explained a Needs Assessment projecting revenues and expenses for the next twenty years is required as part of the loan application. He further explained a rate increase will be required if it is determined there will not be enough revenue generated to cover operating costs and maintain the solvency of the Water Fund. Neill provided two options to project the solvency of the Water Fund in the Needs Assessment. One option would be an annual rate increase of 3% with an occasional larger increase to cover debt service for projects: the other option being a much larger increase every 5 years. Manager Neill asked the Council which model they preferred to be submitted with the applications.

The Council discussed the options and agreed smaller rate increases over 3-5 years should be used for the application model.

WRITTEN AND VERBAL REPORTS

19. 2024 Annual Election Update

Staff Report dated January 2, 2024, providing details for the election from the Town Clerk.

The Council noted 3 councilors' seats and the Mayor's seat will become vacant for this election.

20. Town Manger's Report

The Town Manager provided an update regarding the Granular Activated Carbon Project application and on the discussions regarding the Ouray and Ridgway Commuter Route.

21. Town Attorney's Report

Town Attorney Bo Nerlin said the representatives for Echo Mountain Properties and the Ranch History Museum have requested a work session regarding access issues to the parcel. The Council tentatively agreed to a work session in late February or early March.

COUNCIL AND COMMITTEE REPORTS

Councilor Grambley reported FUSE will have an open house event on Tuesday, January 23rd.

Councilor Schuyler reported the Skijoring Event is January 12-14.

ADJOURNMENT

The meeting adjourned at 7:20 p.m.

Respectfully Submitted,

Karen Christian
Deputy Clerk

Town of Ridgway
Register of Demands
Feb 2024

Name	Memo	Account	Paid Amount
Minerva West		Alpine-Operating Account	
		5141GO2 · Minerva West Performing Arts	-3,000.00
TOTAL			-3,000.00
Colorado West Land Trust		Alpine-Operating Account	
		5020GO1 · CO West Land Trust	-4,000.00
TOTAL			-4,000.00
Ridgway Western Heritage Soci...		Alpine-Operating Account	
		5139G01 · Ridgway WesternHeritage So...	-500.00
TOTAL			-500.00
Uncompahgre Watershed Parte...		Alpine-Operating Account	
		5110GO1 · UncompahgreWatershedPart...	-4,000.00
TOTAL			-4,000.00
Ridgway Area Chamber of Com...		Alpine-Operating Account	
	receipts - Jan 2024	529GOO · Tourism Promotion	-4,522.81
TOTAL			-4,522.81
Ouray County Partners Program		Alpine-Operating Account	
		5015GO1 · Ouray County Partners Progr...	-1,000.00
TOTAL			-1,000.00
Jeff Rivera		Alpine-Operating Account	
	Rivera	919WOO · Wellness Program	-251.11
TOTAL			-251.11
Neighbor to Neighbor		Alpine-Operating Account	
		5065GO1 · Neighbor to Neighbor Program	-1,000.00
TOTAL			-1,000.00
Kim's Housekeeping LLC		Alpine-Operating Account	
	Jan 2024	779POO · Janitorial Service - parks	-1,218.00
	Jan 2024	779PO1 · Janitorial Services - cntr/thal	-406.00
	Jan 2024	545GOO · Janitorial Services	-406.00
	cleaning - Jan 2024	778PO1 · Space to Create Meeting Room	-297.50
TOTAL			-2,327.50

Town of Ridgway
Register of Demands
Feb 2024

Name	Memo	Account	Paid Amount
Pam Kraft		Alpine-Operating Account	
	Kraft	536GOO · Wellness Program	-50.00
	Kraft	536GOO · Wellness Program	-650.00
TOTAL			-700.00
petpickups.com		Alpine-Operating Account	
	dog p/up mitts	732POO · Supplies & Materials	-1,539.15
TOTAL			-1,539.15
Black Hills Energy-Broadband		Alpine-Operating Account	
	12/21/23 - 1/23/24	783PO1 · Broadband Station	-15.01
TOTAL			-15.01
Black Hills Energy-Hartwell Park		Alpine-Operating Account	
	12/21/23 - 1/23/24	742POO · Utilities	-45.13
TOTAL			-45.13
Black Hills Energy-Lift Station		Alpine-Operating Account	
	12/21/23 - 1/23/24	942SOO · Utilities	-24.93
TOTAL			-24.93
Black Hills Energy-PW Building		Alpine-Operating Account	
	12/21/23 - 1/23/24	742POO · Utilities	-141.04
	12/21/23 - 1/23/24	642GO2 · Utilities	-141.04
	12/21/23 - 1/23/24	942SOO · Utilities	-141.04
	12/21/23 - 1/23/24	942WOO · Utilities	-141.05
TOTAL			-564.17
Black Hills Energy-PW Office		Alpine-Operating Account	
	12/21/23 - 1/23/24	642GO2 · Utilities	-38.00
	12/21/23 - 1/23/24	942SOO · Utilities	-38.00
	12/21/23 - 1/23/24	942WOO · Utilities	-38.01
TOTAL			-114.01
Black Hills Energy-Town Hall		Alpine-Operating Account	
		742PO1 · Utilities - c cntr/t hall	-113.22
		842GO3 · Utilities	-113.23
		542GOO · Utilities	-113.23
TOTAL			-339.68
Federal Express		Alpine-Operating Account	
		990WOO · Testing - water	-118.63
TOTAL			-118.63

Town of Ridgway
Register of Demands
Feb 2024

Name	Memo	Account	Paid Amount
4 Rivers Equipment		Alpine-Operating Account	
		961WOO · Vehicle & Equip Maint & Repair	-1,125.72
		661GO2 · Vehicle & Equip Maint & Repair	-1,125.73
TOTAL			-2,251.45
Endress + Hauser, Inc		Alpine-Operating Account	
	meter - wtr plant	932WOO · Supplies & Materials	-722.65
TOTAL			-722.65
Clear Networx, LLC		Alpine-Operating Account	
	internte - Jan 2024	778PO1 · Space to Create Meeting Room	-100.00
TOTAL			-100.00
Clear Networx, LLC		Alpine-Operating Account	
	Feb 2024	543GOO · Telephone	-56.00
	Feb 2024	643GO2 · Telephone	-56.00
	Feb 2024	843GO3 · Telephone	-61.00
	Feb 2024	943WOO · Telephone	-56.00
	Feb 2024	943SOO · Telephone	-56.00
	Feb 2024	530GOO · Computer	-50.00
	Feb 2024	630GO2 · Computer	-50.00
	Feb 2024	730POO · Computer	-50.00
	Feb 2024	830GO3 · Computer	-50.00
	Feb 2024	930WOO · Computer	-50.00
	Feb 2024	930SOO · Computer	-50.00
	Feb 2024	930WOO · Computer	-50.00
	Feb 2024	930SOO · Computer	-25.00
	Feb 2024	630GO2 · Computer	-25.00
	Feb 2024	843GO3 · Telephone	-40.00
TOTAL			-725.00

STAFF REPORT

Subject: Incentives for Use of Solar Energy Systems

Initiated By: Pam Kraft, MMC, Town Clerk

Date: January 25, 2024

BACKGROUND:

On March 12, 2008 Council received a request to consider implementing a program allowed under Senate Bill 07-145, which granted authority to local governments to offer incentives for the use of renewable energy fixtures.

Sales tax rebate incentives for the purchase of photovoltaic and solar thermal system equipment was established by Ordinance 08-06, and was codified into the Municipal Code as Section 6-1-12. This program applies only to purchases for installation of equipment located within the Town boundaries.

Section 6-1-12 (C) states: the incentive shall terminate, as of every biennial anniversary date of the effective date of this ordinance unless renewed by a motion of the Town Council at, or about, such time.

This item is being placed on the agenda to allow for reinstatement of the program for another two years. Previous action taken by the Council was in March of 2022.

ANALYSIS:

During the time this program has been in place there have been approximately three to four refunds made annually by the finance department. The refund is based on remittance of sales tax by the vendor selling the equipment, less the merchants deduction of .0233 of the remitted amount if this was taken for filing a timely remittance of sales tax.

FINANCIAL CONSIDERATIONS:

There is a loss of income to the Town, and a financial incentive to the purchaser of the equipment.

STAFF RECOMMENDATION:

If the Council agrees there are benefits to the community to continue the Solar Energy Incentive Program, approval should be made to continue refunds pursuant to Code Section 6-1-12.

AGENDA ITEM #4



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: February 9, 2024
Agenda Topic: **Extension request to meet conditions of approval of Preserve PUD Preliminary Plat**

ACTION BEFORE COUNCIL:

Council is asked to consider an extension for the Preserve PUD Preliminary Plat approval initially granted on March 14, 2018 and subsequently extended on March 11, 2020. If approved, the extension would allow the applicant another two years to meet the conditions assigned with the Preliminary Plat approval.

BACKGROUND:

The Preserve PUD previously received Preliminary Plat approval from the Council 2006. At that time some of the infrastructure improvements were completed and a one-year extension was granted by the Council in September 2007. After that, the project was put on hold, likely due to the economic recession and the Town worked with the owner to essentially close up the project and ensure the site was safe.

In 2018 and in an effort to retain the investment made in the development to date, the property owner at the time reapplied for Preliminary Plat as the previous Preliminary Plat approval had long expired. The Sketch Plan and Preliminary Plat hearings were held with the Planning Commission on February 23, 2018. The Commission approved the Sketch Plan and recommended approval of the Preliminary Plat to Council, subject to the conditions in the staff report with a few additional conditions including a two-year period, rather than the 90 days allowed by the code, to meet the conditions. The Preliminary Plat hearing was then held with the Council on March 14, 2018. Council approved the Preliminary Plat subject to all of the conditions listed in the staff report which included the conditions added by the Planning Commission. All conditions were to be met by March 14, 2020.

It's worth noting that a large section of this property falls within the Uncompahgre River Overlay District (UROD), but the property is not currently subject to the UROD's river corridor development regulations. Ordinance No. 18-01 amending the Town's official zoning map to provide for the UROD and creating river corridor development regulations was adopted in March of 2018, shortly after the initial Preserve PUD Preliminary Plat approval on March 14, 2018.

This property was sold in October 2018 to Dalwhinnie Group LLC. The Town met with the new owner just before closing in October 2018 and then again in September 2019. Staff believes the owner made some progress in that year on items like coordination with the USACOE on wetlands and floodplain issues, assessing what infrastructure improvements had been made, and beginning to work on the CDPHE lift station permits.

On March 11, 2020, the owner requested and was granted a two-year extension to the Preliminary Plat approval. In January of 2022 the owner requested another two-year extension to the Preliminary Plat approval, and it was granted by the Town Council.



The current expiration date of the Preliminary Plat approval is March 11, 2024. **The owner is now requesting a three-year extension to the Preliminary Plat approval, meaning the owner would have an additional three years to meet the conditions assigned with the approval from March 14, 2018.**

The owner and their development team have struggled to meet certain public improvement requirements specifically related to the sanitary sewer system. During the time the development team sought to reignite the project, state standards related to sanitary sewer infrastructure changed, rendering the location of a lift station noncompliant. In order to meet the standards, the lift station was proposed to be located further to the south on property which was also owned by the same developer. However, the location of the facility was to be located outside of the existing Town limits, and outside of the existing Urban Growth Boundary (UGB) identified in the 2019 Master Plan.

After multiple discussions and meetings between the development team, the Town, and the County, it was determined that the best course of action was for the property where the proposed lift station would be located to be annexed to the Town so the Town's sanitary sewer infrastructure can be located within the Town limits.

Since the property is outside of the UGB, the first step in this process was to amend the Future Land Use Map and 3-Mile Plan to include this area so that an annexation petition can be filed for the property. In November 2023, and after following the *Town of Ridgway Master Plan Amendment Process*, the development team requested Council approval to amend the Future Land Use Map, and therefore, the Urban Growth Boundary, Initial Growth Boundary, and Three-Mile Plan to include the portion of the property south of the Preserve PUD property, located between County Road 23 and the Uncompahgre River, that is sufficient to locate the required infrastructure for the Preserve PUD development. In addition, the development team requested that the Future Land Use Classification of "Single-Family Neighborhood" be applied to the property and the property be located within both the Initial Growth Boundary and Urban Growth Boundary. Council approved the amendment request.

On January 10, 2024, the development team made a request to the Council to include the small sliver of Town property that's part of the Athletic Park parcel and currently outside of the Town boundary in their upcoming annexation application. Council authorized the inclusion of the property.

The Municipal Code allows for extension of Preliminary Plat approval for good cause and allows for Council to grant additional time to meet conditions. The applicable Code sections are provided below.

7-4-5(B) Preliminary Plat

(10) Except as otherwise expressly provided by the Town Council, all conditions of approval shall be met within 90 days of such approval or the plat shall be deemed disapproved.

7-4-5(C) Final Plat

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

(i) within two years of approval of a final plat of a previous filing, or



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

OPTIONS:

Below are several options for Council's consideration:

1. Approve the three-year extension request to the Preliminary Plat approval, making the new expiration date March 11, 2027.
2. Deny the three-year extension request.
3. Approve an extension for a shorter period of time.

STAFF RECOMMENDATION:

Staff recommends approval of a six-month extension to allow additional time for staff and the applicant to discuss the annexation and preliminary plat processes.

PROPOSED MOTION

"I move to [approve/deny] an extension for the Preserve PUD Preliminary Plat, Savath Subdivision part of Outlot A and the Woodford Addition, for a period of _____ with the [same or edited as follows] conditions assigned at the March 14, 2018 approval and to allow up to _____ to meet those conditions."

ATTACHMENTS:

Attachment 1 – Extension request from Chris Hawkins on behalf of Dalwhinnie Group LLC
Attachment 2 – Staff Report dated March 9, 2018 regarding Sketch Plan and Preliminary Plat

Alpine Planning, LLC

P.O. Box 654 | Ridgway, CO 81432 | 970.964.7927 | chris@alpineplanningllc.com



Town of Ridgway
Town Council
P.O. Box 10
Ridgway, CO 81432-0010

January 23, 2024

Dear Town Council Members,

Please accept this letter on behalf of the Dalwhinnie Group LLC ("**Dalwhinnie**") requesting an extension to the Preserve Preliminary Plat and PUD ("**Preliminary Plat**") that is located in the Savath Subdivision Part of Outlot A and Woodford Addition ("**Property**"). The Town Council approved the first Preliminary Plat in 2006 and a one-year extension was approved by the Town Council in 2007. The project was put on hold in 2008 due to the recession and the plat approval expired. The Planning Commission re-approved a new sketch plan and the Preliminary Plat on February 23, 2018. The Town Council re-approved the Preliminary Plat on March 14, 2018, subject to specific conditions including a two-year period to complete the approval conditions and construct the infrastructure ("**Town Approval**"). The Town Council unanimously approved two-year extensions of the Preliminary Plat on March 11, 2020 and January 12, 2022 due to Covid delays and other considerations.

It should be noted that the Town Council approval of the last two-year extension included a condition that there would be no further extensions. Dalwhinnie's intent was to already have the subdivision improvements completed by now and be submitting for the final plat; however, recommencing construction hit a major delay in moving forward due to the following events:

1. The Dalwhinnie team sent a memo to the Ouray County Planning Department requesting the process to seek formal approval of the following Preliminary Plat "**County Approval Conditions**":

"Condition 10. The south end of Preserve Drive (outside of the town boundary) requires access approval from the County as it is their jurisdiction (certificate on plat map as indicated in this report) as well as an access/utility easement from the property owner (Ridgway River Development LLC [Dalwhinnie]). This road section of Preserve Drive from the Town boundary to CR 23 will need to be dedicated to the Town, as well as dedication of the continuation of the recreational path along CR 23 to continue to the south road. Staff recommends securing written approval from both the BOCC and RRD LLC at this time and prior to final plat filing.

Condition No. 11. Related to Completion of requested edits to the General Road and Utility Easement Agreement, inclusive of a dedication of a recreation path easement to continue along CR 23 through Preserve Drive. Staff recommends securing this easement agreement soon, and before Final Plat.

Condition No. 12. Completion of 3-inch asphalt road on Chipeta Drive from Lena Street to County Road 23, then on County Road 23 to the south access on the south loop of the subdivision. Approval needs to be obtained from the County to pave County Road 23 to where the south end of Preserve Drive connects with County Road 23."

2. On June 7, 2022, the Ouray County Board of County Commissioners ("BOCC") held a work session on the County Approval Conditions. The BOCC felt the cleanest path to meet the County Approval Conditions was for the Town to annex the Dalwhinnie Property and CR 23, so the County is not involved. The BOCC asked the Dalwhinnie team to check with Town staff and Town Council if they would support the annexation of CR 23 and the Dalwhinnie Property as a solution to the County Approval Conditions.
3. On October 26, 2022, a joint meeting between the BOCC and Town Council was held on the County Approval Conditions. The BOCC and Town Council agreed that the path forward for the development of the Preserve PUD was annexation and rezoning of the southern project area in the County.
4. On November 14, 2022, the Town Manager provided a letter on the path forward to Dalwhinnie and its development team that provided a detailed path forward as shown in Exhibit A. The first identified step was to submit an application to amend the Town of Ridgway Master Plan ("**Master Plan**").
5. An application to amend the Master Plan was submitted on April 7, 2023. The Planning Commission approved the Master Plan amendment at a public hearing held on October 31, 2023.
6. The Town Council ratified the Planning Commission's approval of the Master Plan amendment on November 8, 2023.
7. On January 10, 2020, the Town Council approved including a small sliver of Town-owned land at the Athletic Park in the annexation application.

Dalwhinnie bought the Property in October 2018 and has been addressing the Town Approval conditions, including but not limited to the County Approval Conditions. The other big condition that was addressed included completing the required United States Army Corps of Engineers permit work around the Uncompahgre River that is a great community benefit due to the river habitat restoration. Dalwhinnie also completed survey and engineering work to establish the floodplain areas. The Dalwhinnie team also spent approximately six months exploring whether

a sewer line route down the Liddell Drive Right-of-Way was feasible to eliminate the approved lift station; however, in the end it was cost restrictive, too deep and did not eliminate the need for a lift station.

Dalwhinnie submits that an extensive amount of time, work and money have been spent on the Town-approved subdivision, including excavating the areas under the lots to build a French drain system due to soils conditions, the installation of the main sewer line to the lift station site, the installation of water lines to the area, and the start of other utility installation work. Several elements of the lift station are also present on the Property and ready for installation; two subdivision roads have been rough graded; and the overall subdivision drainage system has been constructed. The Dalwhinnie Team has also been diligently pursuing all the required steps to complete the County Approval Conditions.

In addition to the requested Preliminary Plat extension, the following steps are still required to move forward with recommencing construction:

1. **Annexation and Rezoning.** The Dalwhinnie team will be submitting annexation and rezoning applications for the project area and the Town-owned Athletic Park land that are located in unincorporated Ouray County. We anticipate submittal by March of 2024 with an approximate 3-to-6-month application review time to final Town Council action.
2. **New Plat for the Annexed Area.** The Dalwhinnie team proposes submitting a new subdivision application to plat the Dalwhinnie property being annexed into the Town, dedicate rights-of-ways and provide needed easements. The new subdivision application will be ready to submit after annexation and rezoning are approved by the Town. We anticipate application submittal sometime between June and September 2024 with an approximate 3-to-6-month application review time to final Town Council action.
3. **Final Plats.** The final plats for the Preserve PUD and the newly annexed area will be submitted once the required improvements are completed or close to completion.

We estimate that obtaining the new entitlements due to the County Approval Conditions can be completed by March 2025 at the latest. Construction would then recommence as soon as possible in the spring of 2025 with approximately one to two construction seasons to finish up and submit the required final plat applications. We are therefore seeking a three-year extension of the Preliminary Plat with the new expiration date of March 14, 2027.

Ridgway Land Use Code Section 7-5-2(C)(3)(a)(ii)-(iii) state:

“(ii) For a preliminary plat, a finding must be made that a sketch plan was approved or conditionally approved by the Town Council not more than twelve (12) months prior to the date of submission of an application for preliminary plat approval or that the sketch plan is currently valid and effective as the result of the approval of an extension of the effective date of the sketch plan.

(iii) For a final plat, a finding must be made that a preliminary plat for the subdivision was approved or conditionally approved by the Town Council not more than twelve (12) months prior to the date of submission of an application for final plat approval or that the preliminary plat is currently valid and effective as the result of the approval of an extension of the effective date of the preliminary plat.

Subsection iii above requires the Preliminary Plat to still be valid and effective in order to submit the required Final Plat. This is an additional reason we are seeking a three (3) year extension so that there is enough time to submit the Final Plat once construction has been completed.

Dalwhinnie respectfully requests a three-year extension for the preliminary plat due to the reasons outlined in this letter.

Thank you for considering the requested extension and the broad community benefits provided by the subdivision.

Respectfully Submitted,

Chris Hawkins Digitally signed by Chris Hawkins
Date: 2024.01.23 10:36:11 -07'00'

Chris Hawkins, AICP
Alpine Planning, LLC



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

November 14, 2022

Chris Hawkins
Alpine Planning
P.O. Box 654
Ridgway, CO 81432

SENT VIA E-MAIL: chris@alpineplanningllc.com

RE: Preserve PUD Annexation and Preliminary Plat Amendment

Dear Chris,

I am writing in response to your email dated November 17, 2022, concerning the annexation petition and amendment to the Preserve PUD Preliminary Plat approval that your team is planning to submit.

In our joint meeting with the Ouray County Board of County Commissioners on October 26, 2022, it became evident that the path forward is to 1) annex the portion of the Preserve PUD development that is currently located outside of the Town boundaries into the town, 2) apply Town zoning classification to that annexed portion of the project, and 3) amend the preliminary plat to reflect the new project limits and town boundaries. Town staff met last week to discuss the necessary procedures and submittal requirements to accomplish all of this, and this letter lays out the outcomes of that meeting.

First off, as you know, the Town of Ridgway, via Emergency Ordinance No. 01-2022, has imposed a temporary moratorium and delay on the acceptance, processing, and approval of a wide array of development applications. The temporary moratorium and delay shall terminate the earlier of an updated Chapter 7 "Planning and Zoning" 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. Based on the scope of the temporary moratorium, the Town is not able to process an amendment to the Preserve PUD Preliminary Plat approval.

Next, although authorized to do so by the Home Rule Charter, the Town has not adopted an annexation procedure separate from the Colorado Municipal Annexation Act of 1965 ("Act"). While staff recognizes that having a Town-adopted procedure for annexation is



not fully necessary, Town staff would prefer having one in place prior to an annexation petition for the portion of the Preserve PUD currently located outside of the town boundaries being submitted. In the spirit of that, staff would request that your team hold off on submitting an annexation petition until after the Chapter 7 updates are adopted via ordinance by the Town Council as these updates are anticipated to include procedures for annexation requests.

The initial draft of the proposed updates to Chapter 7 “Planning and Zoning” is slated to be presented to the Ridgway Planning Commission on November 29, 2022. Staff will take the feedback garnered during that meeting to further refine the updates to Chapter 7 and will aim to present a formal ordinance for the Planning Commission’s consideration in early 2023, and the Town Council’s consideration and approval subsequent to that.

Lastly, even if we followed the Act with its statutory requirements, C.R.S. 31-12-105 (1)(e)(I) states, *“Prior to completion of any annexation within the three-mile area, the **municipality shall have in place a plan for that area** that generally describes the proposed location, character, and extent of streets, subways, bridges, waterways, waterfronts, parkways, playgrounds, squares, parks, aviation fields, other public ways, grounds, open spaces, public utilities, and terminals for water, light, sanitation, transportation, and power to be provided by the municipality and the proposed land uses for the area.”* Accordingly, in order to meet the annexation criteria, the first step must be to update the Town of Ridgway Master Plan (“Master Plan”) and Future Land Use Map to include the area of the Preserve PUD currently outside of the town limits to be within the Town’s Urban Growth Boundary and assign a Future Land Use Classification. As called for in the Master Plan, any update *“should include opportunities for involvement by the public, Town staff, elected and appointed officials, and other relevant or affected stakeholders.”*

With all that being said, to keep the project moving forward in lieu of the temporary moratorium, staff recommends that a request to update the Master Plan and Future Land Use Map be the first step in the process. Staff also interprets this to be an allowed request under the temporary moratorium. While this amendment is being processed, the petition for the annexation and initial zoning can be prepared. Once the Chapter 7 updates are adopted and the moratorium is lifted, the petition and applications for annexation, zoning, and preliminary plat amendment can be submitted and processed. Staff believes this to be the most efficient path forward for this project.

In the coming weeks, staff will propose a process for updating the Master Plan to recommend to the Town Council. It is anticipated that since this is a request associated



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with a development, much of the process will have to be led by the Preserve team with Town staff support. We recommend that you draft and submit a formal request to kickstart this updating process.

We appreciate your partnership and attention to this, and we look forward to hearing back from you.

Sincerely,

A handwritten signature in black ink, appearing to be "Preston Neill", written over a horizontal line.

Preston Neill
Ridgway Town Manager

Cc: Michael Cox
Nick Barrett
Michael Lynch
Joanne Fagan
TJ Dlubac
Bo James Nerlin

ATTACHMENT 2

STAFF REPORT

To: Town Council
Request: Sketch Plan / Preliminary Plat
Subdivision: Preserve PUD
Legal: Savath Subdivision Part of Outlot A and Woodford Addition SW ¼ S: 16 T: 45 R: 8
Address: TBD County Road 23
Parcel #: 430516400007
Zone: Residential
Applicant: Del-Mont Consultants
Owners: Ridgway River Development, LLC (RRD, LLC)
Initiated By: Jen Coates, Town Manager
Date: March 9, 2018

BACKGROUND:

See attached staff report dated February 23, 2018 with sketch plan/preliminary plat packet for the Planning Commission public hearing on February 27, 2018.

As part of the Planning Commission recommendation, the following conditions were to be completed before any preliminary plat public hearing with the Town Council:

1. Confirm water and sewer usage figures – emailed to Town Staff on March 5, 2018.
2. Resolution on Affordable Housing notes to propose to Town Council – emailed to Town Staff on March 7, 2018 with review ongoing at time of this report.
3. Incorporate into the subdivision approval file:
 - a. Final drainage and storm water calculations – approved on 10/2008; staff pulled from file on March 9, 2018
 - b. Final hydraulic calculations – approved on 4/9/2008; staff pulled from file on March 9, 2018
 - c. Final cut and fill calculations – Town does not have these on file; need from Applicant.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission unanimously recommended approval of the Sketch Plan. The Commission also unanimously recommended approval of the preliminary plat with all of the conditions listed in the February 23, 2018 staff report, with the following modifications:

1. Verbiage on plat note 4 on page 8 of staff report be changed to include language regarding a significant event that may have altered the previously surveyed highw-water mark would trigger a revised survey of the high-water mark, as follows (modification underlined):

All lots have an 8' rear setback from the property line abutting the Uncompahgre River (Lots: 1, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20). In addition, there is a 10' setback from the high-water mark for these same lots. Whichever setback is greater applies. The high-water mark line shown on this plat map was surveyed on _____, _____. An updated survey of the high-water mark is required with any building permit submittal received at Ridgway Town Hall 2 years past this survey date, or after a significant event that may have altered the location

ATTACHMENT 2

of the previously surveyed high-water mark. HIGH-WATER MARK is defined as follows: The boundary dividing a river bed from a river bank and defined as the line on the bank up to which the presence and action of water are so usual and long-conditioned as to impress on the bed a character distinct from that of the bank with respect to the nature of the ground surface, soil and vegetation.

2. Town Council allow applicant to have 2 years instead of 90 days to complete the conditions of preliminary plat approval;
3. Recreation path along County Road 23 is to be concrete;
4. Accessory Dwelling units are allowed on any lot larger than 9500 sf that is not a multi-family lot.

The final conditions, as recommended from the Planning Commission, are as follows (underlined text represents changes from the staff report dated Feb 23, 2018 for the Planning Commission hearing):

1. Approval of deviation for front yard setback on each lot to be 10' as opposed to the required 15' identified in RMC §7-3-10;
2. Approval of lot frontage deviations to be less than the 50' required by RMC §7-3-10, but not less than 35' as defined on the preliminary plat, as provided for in RMC 7-3-11(D)(1);
3. Approval of increased residential densities pursuant to RMC 7-3-11(D)(2) considering the significant public benefit through the dedication of deed-restricted affordable housing and the off-site public infrastructure improvements through the paving of CR 23 and Chipeta Drive;
4. Approval of deviations to dimensional requirements for roadway width and front setbacks as provided for in RMC 7-3-11(D)(1);
5. Identify a location for the bus stop on the engineering plans in conformance with School District requirements;
6. Specifications and design calculations for the lift station, approved by the Town Engineer;
7. A site application for the lift station approved by the Town Engineer and CDPHE and a final permit issued by CDPHE. This permit should be one of the first components to be completed with this development before re-starting any work as the site may need to be moved if the required mitigation cannot be met;
8. Add 2 streetlights to engineering plans where the south legs of Heron Court and Preserve Drive intersect CR 23;
9. Completion of the recreation path along CR 23 as concrete sidewalk.
10. The south end of Preserve Drive (outside of the town boundary) requires access approval from the County as it is their jurisdiction (certificate on plat map as indicated in this report) as well as an access/utility easement from the property owner (Ridgway River Development LLC). This road section of Preserve Drive from the Town boundary to CR 23 will need to be dedicated to the Town,

ATTACHMENT 2

as well as dedication of the continuation of the recreational path along CR 23 to continue to the south road. Staff recommends securing written approval from both the BOCC and RRD LLC at this time and prior to final plat filing.

11. Related to Completion of requested edits to the General Road and Utility Easement Agreement, inclusive of a dedication of a recreation path easement to continue along CR 23 through Preserve Drive. Staff recommends securing this easement agreement soon, and before Final Plat.
12. Completion of 3-inch asphalt road on Chipeta Drive from Lena Street to County Road 23, then on County Road 23 to the south access on the south loop of the subdivision. Approval needs to be obtained from the County to pave County Road 23 to where the south end of Preserve Drive connects with County Road 23.
13. Sidewalks on Herron and Preserve Streets shall be constructed only on the east side of the street.
14. SMPA Powerline easement resolution and any correction made on plat map: undergrounding of three phase powerline for San Miguel Power Association shall run through the Preserve PUD property heading south. Formal abandonment of that easement will be needed for any reasonable construction envelope on Lot 4.
15. Determination by Town Council, with any recommendation from the Planning Commission, to waive excise taxes on 4 deed-restricted affordable housing units;
16. Accessory Dwelling Units are allowed on lots in the subdivision that are larger than 9500 sq. ft., with update to the affected plat note(s), as follows:

"Each lot is limited to the number of dwelling units, as indicated on this plat map and up to a total of 33 dwelling units, for which applicable excise tax has been paid. In addition each single unit lot larger than 9500 square feet may have an "accessory dwelling unit" if compliant with Town code provisions as in effect from time to time, for which no excise tax has been paid."

17. Revised topo map showing completed cut and fill work and any updated gravity sewer options for lots along the east side of the development;
18. An updated geotechnical report, supplement to the report, or other documentation from a geologist or a licensed qualified engineer describing current soils conditions as required by RMC 7-4-5(B)(6)(g), and including a letter from Lambert (the author of the original 2006 geotechnical study) indicating drain lines were installed according to plan;
19. Certificate of Ownership and Dedication and other Plat Certificates: revised and/or added as indicated in this report;
20. Plat Notes: revised and /or added as indicated in this report, including but not limited to:
 - a. Updating notes 4 and 5: Geotech Study References and Gravity Sewer
 - b. Addition of a definition for high water mark and a 10' setback from the high water mark*
 - c. Addition on note regarding completion of improvements and construction within 75' of the high-water mark and ecological survey exemption
 - d. Driveway access note

ATTACHMENT 2

- e. On street parking
- f. Natural Hazards and Mitigation
- g. Excise tax and number of residential units
- h. Reference to prior easements and including the proposed General Road and Utility Easement Agreement
- i. Note referencing all covenants and associations
- j. Irrigation Easement Note
- k. Shared Driveways Note
- l. Clarification on Slope Easements A, B and C located in unincorporated Ouray County and the ownership and maintenance therefor, and reconciliation of Slope Easement D on pages 1 and 2 of the plat map
- m. Common Elements, duplexes and multi-unit parcels
- n. Others plat note updates/additions referenced in this report

** All lots have an 8' rear setback from the property line abutting the Uncompahgre River (Lots: 1, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20). In addition, there is a 10' setback from the high-water mark for these same lots. Whichever setback is greater applies. The high-water mark line shown on this plat map was surveyed on _____, _____. An updated survey of the high-water mark is required with any building permit submittal received at Ridgway Town Hall 2 years past this survey date, or after a significant event that may have altered the location of the previously surveyed high-water mark. HIGH-WATER MARK is defined as follows: The boundary dividing a river bed from a river bank and defined as the line on the bank up to which the presence and action of water are so usual and long-conditioned as to impress on the bed a character distinct from that of the bank with respect to the nature of the ground surface, soil and vegetation.*

- 21. Letter of completion of work from the Army Corps of Engineers (ACOE) for completion of 404 permit as required by the ACOE, or other ACOE closure of the permit and work;
- 22. Clarification on Lot 19 as a duplex lot instead of "1 unit" shown on the submitted plat map (*this was a condition of approval from the prior approval and will make for 33 units total*);
- 23. Recreation path easement 10' wide along the north boundary of Lot 20 dedicated to the Town of Ridgway;
- 24. Agreement on a number of trees and shrubs as well as species, and memorializing this on the engineering plans;
- 25. Revisions to the Bylaws, CCRs as recommended by the Town Attorney;
- 26. Satisfactory completion of terms and requirements of annexation agreement "Agreement and Declaration of Covenants" recorded at Reception No. 191629 on May 25, 2006, and including but not limited to good-faith negotiations on Dallas Ditch irrigation water rights as described in this Agreement; and

ATTACHMENT 2

27. Estimated costs of construction and financing of infrastructure and utilities, and Developer and Town meet prior to any restart of the work and establish a re-start construction plan, scope of work to be completed and tested, and an inspection schedule;
28. Applicant has 2 years from the date of the Town Council approval of the preliminary plat to complete the conditions of approval for the preliminary plat;
29. Cut and fill calculations submitted to Town Hall; and
30. Work with Town Staff on Affordable Housing notes to propose to Town Council.

AGENDA ITEM #5

2023 ANNUAL REPORT

RIDGWAY, COLORADO



Image: Instagram @elliottmcgucken

MISSION: PROMOTE BUSINESS, COMMUNITY GROWTH AND DEVELOPMENT IN THE TOWN OF RIDGWAY AND THE SURROUNDING AREA.



Image: Ashley Perkins

GRAVEL BIKE RIDE SILVER JACK RESERVOIR IN OCTOBER



Image: Catherine Johnson

NOEL NIGHT 610 ARTS COLLECTIVE IN DECEMBER



Image: Ashley Perkins

YOUTH VOLUNTEER AND CAREER FAIR IN APRIL



FROM THE BOARD PRESIDENT

RIDGWAY AREA CHAMBER OF COMMERCE

The Ridgway Area Chamber of Commerce (RACC) is pleased to present our 2023 Annual Report. This year we continued to advance as a supportive entity for local businesses and the Ridgway community for the year 2023.

The RACC recently received a Colorado State Outdoor Recreation Grant spearheaded by Board Secretary Tanya Ishikawa to develop the Ridgway/Uncompahgre Plateau Gravel Adventure Field Guide book for gravel biking for \$34,500. We are excited to be a part of this project as it has been a collaborative effort from outdoor enthusiasts in Montrose, Ridgway and the West End. Our estimated publication date is this April 2024.

In October, we were awarded a consultation grant from the Colorado Tourism Office through their Destination Development Mentorship Program consisting of 100 hours of free support from tourism professionals at the state level. This endeavor seeks to help our efforts to create a sustainable strategy for economic growth in our community. We continue to financially invest in the annual Colorado Tourism Marketing Matching grant supporting Ridgway's Dark Sky community initiatives as well as contribute funds for the Colorado Creative Corridor to help champion the arts in our community.

The RACC spearheaded the first Earth Day/Cleanup event in collaboration with the Town towards environmental engagement, once again organized the Youth Career and Volunteer Fair, managed the Visitor Center for the community, organized annual Noel Night festivities, and more! We are proud to have been able to bring back Business After Hours in 2023, and were excited to throw our Member and Volunteer Appreciation Dinner at the new Million Roadhouse in October.

The RACC would like to thank previous board members who transitioned away from organization over this past year. The RACC graciously welcomes new board members including Interim Vice President Clay Frost, General Manager at Chipeta Lodge, and new Members at-Large Sarah McCormick with McDevoLLC, Miles Graham with GBSM, Inc., and local business supporter and entrepreneur Donna Jaffe. We are proud of the continued efforts of our Executive Director Ashley Perkins and our marketing consultant Catherine Johnson and the successes they have made over the course of 2023. The chamber looks forward to our continued progress for 2024.

- Jon Elliot

RACC Board President

BOARD OF DIRECTORS



INTERIM BOARD PRESIDENT JON ELLIOTT

Jon Elliot was born and raised in Denver and moved to the area four years ago to become the branch manager for Aspen-Savatree in Ridgway. His desire to move to the community was for a new opportunity and he was drawn to the unbelievable beauty of the area. Jon spends most of his time outdoors mountain biking, skiing, and enjoying the outdoors. He has been a Certified Arborist for over 35 years and still enjoys working with people and trees every day.



INTERIM VICE PRESIDENT CLAY FROST

Clay Frost is the General Manager of Chipeta Lodge. He joined the board in 2023, to help represent the lodging and accommodations sector.



TREASURER JANE PULLIAM

Jane has been board treasurer since August 2020. She provides quarterly financial reporting and a year-end report to the RACC board at the annual budget retreat. She has worked for Middleton Accounting for 17 years as a client accountant for diverse businesses in the Ridgway/Montrose area. She has worked for the RACC for seven years, providing financial statements and bookkeeping.



SECRETARY TANYA ISHIKAWA

Tanya is the executive director for the Uncompahgre Watershed Partnership, a Ouray County-based nonprofit with a mission of restoring and preserving the Upper Uncompahgre River Watershed. Also a writer, editor, and public relations consultant, she previously worked part-time for the chamber for five years on projects including the Annual Report, Visitor's Guide, website content, Member of the Month program, Youth Career & Volunteer Fair, Facebook posts, and news releases.



MEMBER AT-LARGE SARAH MCCORMICK

Sarah and her husband, Ian, moved to the Western Slope to live a different way of life. Sarah's background is unique, comprising of many years of experience with horses as well as a career in sales and customer service. After purchasing a property and having a hard time finding the right contractor to work with to build their home, Sarah and Ian decided to start McDevCo, LLC with the goal of providing a completely transparent process for building a new, custom home.



MEMBER AT-LARGE MILES GRAHAM

Miles Graham is a strategic planning executive with decades of experience in infrastructure development and coalition building. From his Ridgway office, Miles manages some of the most complex and recognizable efforts in the Rocky Mountain West. His work includes the new Telluride Mountain Village gondola, modernization of the Aspen/Pitkin County Airport, and the largest water project in the Uncompahgre Valley since the Gunnison Tunnel.



MEMBER AT-LARGE DONNA JAFFE

Donna Jaffe is a creative entrepreneur with mission-driven sensibilities. Her varied career included film editor of documentaries, independent films and big-budget features, marketing consultant to small businesses and nonprofits, and business owner of Peaceable Kingdom, a consumer products company creating toys and games for kids. Donna moved to Ridgway in 2020 where she happily settled in as a volunteer with a number of organizations that support the economic and cultural vitality of the region.

STAFF & CONSULTANT TEAM

The Chamber has developed an exceptional team of staff and contract partners to lead program implementation. This group of Ridgway-based professionals consists of individuals with strong connections throughout the community.



EXECUTIVE DIRECTOR ASHLEY PERKINS

Ashley grew up in upstate New York and has lived in the Ridgway area since 2011. She transitioned into the role of Executive Director for the RACC in September 2021, after leaving her position as a customer service representative for Alpine Bank that she held for almost seven years. Ashley also served as Secretary of the Board from 2019-2021. She truly loves the lifestyle of Southwest Colorado and when not at work she enjoys getting outdoors with her dog, Reymi.



COMMUNICATIONS CONSULTANT CATHERINE JOHNSON

Catherine is the owner of Captivate Consulting, and has years of experience in marketing, public relations and website development. She graduated from Georgia State University with two bachelor degrees in business administration and started her career by doing freelance marketing for real estate firms in Telluride. When she's not behind the computer, Catherine is either teaching yoga, crafting, or spending quality time with her family.



WEBSITE & TECHNOLOGY PARTNER JOSH GOWANS

Josh is founder of Peak Media Company (PMC), a marketing and technology consultancy with staff in Ridgway, Durango and Lisbon. PMC specializes in open-source applications, website design, management and optimization, and CRM (Customer Relationship Management) solutions. The PMC team manages the Chamber's website including design, system administration and CRM development.



MEMBERSHIP & CRM PARTNER STEPHANIE LAUERMAN

Stephanie left the corporate world on the Front Range in 2001 for Ridgway where she loves engaging in this amazing community. Her consulting firm, Next Chapter Development, LLC, assists clients to reach their full potential by utilizing CRM systems and community outreach. Working within nonprofits for 15 years, she enjoys helping clients succeed, especially RACC where she leads membership and CRM systems. Stephanie loves teaching at the Ridgway Yoga Shala, and getting outdoors with her beautiful daughters in the San Juans.



MEDIA & DESIGN PARTNER NICOLE GREENE

Nicole is a graphic and web designer who loves to work with clients in a collective and creative process to help them to grow and thrive. Her boutique design firm is Sprout Design Studio, founded in 2006 and working with entities in the San Juan Mountains, throughout the United States, as well as internationally. Sprout grows ideas into successful brand identities with brilliant strategies and stunning results by giving businesses an integrated look and feel as well as building platforms that connect brands to their target audiences.

ACCOUNTANT JANE PULLIAM

Please see bio in Board of Directors section, page 3.

2023 RIDGWAY VISITOR CENTER STAFF AND VOLUNTEERS

Ed Bovy, Karen Henderson, Carolyn Beardshear, Lynn Molitor, Catherine Johnson, Jane Errion

THANK YOU, FORMER 2023 BOARD MEMBERS

The RACC would like to thank our Board Members who are no longer with the chamber:

Adam Dubroff, David Nunn, Frank Gouder, and Kane Scheidegger

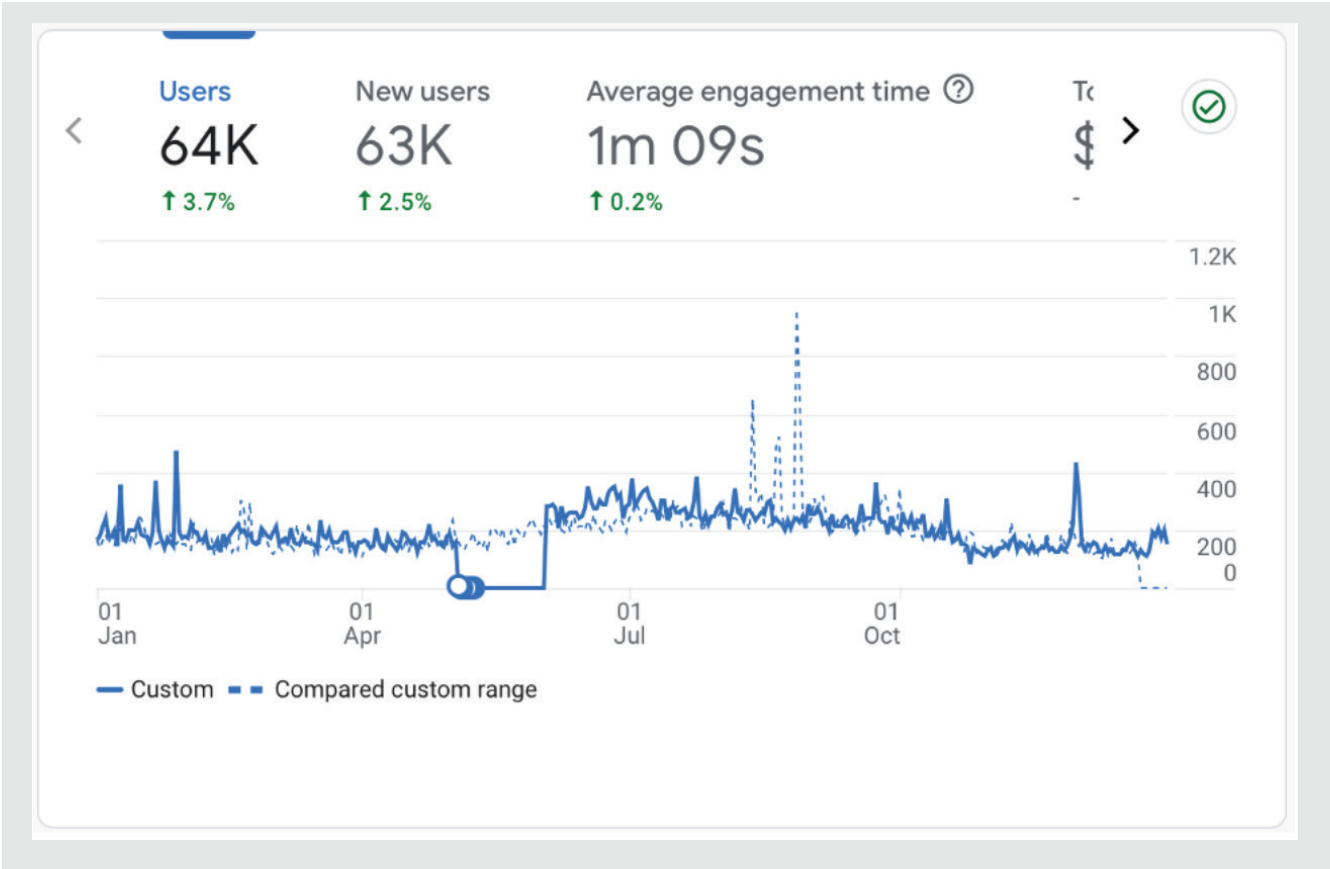


With the help of search engine optimization RidgwayColorado.com remains the first result for the search keyword “Ridgway Colorado” on Google, Bing, Yahoo and more.

Josh Gowans of Peak Media Company (PMC) and his team work with the RACC staff and contractors to ensure the RidgwayColorado.com website is an accessible, top-search result for online information about the Ridgway area.

PERFORMANCE SUMMARY

While the Ridgway Area Chamber of Commerce’s website (www.RidgwayColorado.com) is the central hub for resources, business listings, events and more, the Chamber has learned that the growth has been limited due to its current user friendliness (UX). The current design and interface of the website has presented certain challenges that will be a goal to overcome in 2024. Despite the lack of UX, the Chamber’s website incurred a growth of 64,000 users in 2023 compared to 2022. Additionally, the average engagement time – a stubborn metric for all websites – increased slightly.



Catherine Johnson conducted a UX/UI case study on the www.RidgwayColorado.com website and learned that her interviewees felt a content overload and lack of mobile friendliness on the home page. Due to limited resources and time, the Ridgway Area Chamber of Commerce made the decision to make improvements in 2024, and potentially switch web platforms.

As the website goes through some growing pains, it is worth noting that the percentages for organic search increased by 2.04% and number of sessions (i.e. how many times the user went on the website) increased by 3.54% in 2023 compared to 2022.



RidgwayColorado.com remains a critical and powerful asset to promote our business and nonprofit community.



TOP PAGE PERFORMANCE

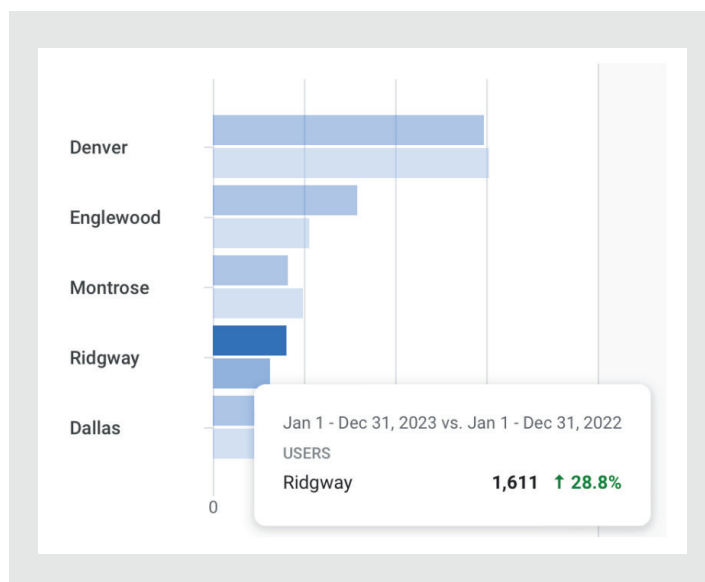
Furthermore, the number of views on the home page has incurred a 163% increase, alongside with a 151% increase in users. While this is a great statistic, there is room for growth as we aim to improve the design and user interface of the home page.

Session default channel group ▾ +		↓ Users	Sessions
SHOW ALL ROWS			
		63,628 vs. 63,148 ↑ 0.76%	77,983 vs. 76,737 ↑ 1.62%
1	Organic Search		
	Jan 1 - Dec 31, 2023	51,243	62,607
	Jan 1 - Dec 31, 2022	50,218	60,469
	% change	2.04%	3.54%

Page path and screen class ▾ +		↓ Views	Users
SHOW ALL ROWS			
		210,780 vs. 101,693 ↑ 107.27%	63,628 vs. 25,437 ↑ 150.14%
1	/		
	Jan 1 - Dec 31, 2023	37,553	14,051
	Jan 1 - Dec 31, 2022	14,238	5,593
	% change	163.75%	151.22%

The top 10 pages on the site by page view are:

Homepage
Orvis Hot Springs
True Grit (movie page)
Things to Do
Business Accommodations (Lodging Information)
Ouray Hot Springs
Dining
Events Page
Hot Springs
Chamber Portal



As we shift our focus to improving the navigation and interface of our website, it is resourceful to acknowledge that we are still incurring overall growth, and most importantly, within our community. In 2023, Ridgway users accessed our website 29% more than in the previous year, meaning that our community is becoming more engaged with the www.RidgwayColorado.com website.

To summarize, 2023 was a year full of realizations as the Chamber became more intertwined with the community and stakeholders. Although our overall website growth was limited, we made major progress with understanding what challenges our users have with our website, and aim to improve.



SUSTAINABLE TOURISM FOCUS



The RACC continues its efforts to promote respectful, responsible, and sustainable tourism practices. This year marketing consultant Catherine Johnson helped to organize a community Cleanup in collaboration with the Town of Ridgway. On April 22, 2023, the RACC gathered with about 15 local volunteers providing trash bags and gloves and spread themselves out all throughout the Town of Ridgway to clean trash in parks and throughout downtown neighborhoods. The town provided large dumpsters for the bigger material locals wanted to discard. The chamber hopes to organize these efforts again for 2024.



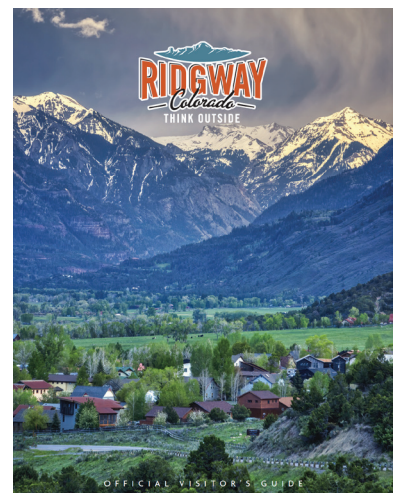
On June 3rd, RACC also collaborated with Alpine Bank to support their annual Electronics Waste Event in the parking lot behind the Ridgway Library. Prior to the reopening of the Visitor Center, the RACC also organized a sustainability training for our volunteers with Leave No Trace experts, the U.S. Forest Service, and Ouray Mountain Rescue.

With the achievement of receiving 100 hours of consulting through the destination development mentorship at the state tourism office, the RACC endeavors to continue to improve upon responsible and sustainable messaging for locals and visitors to our community for year round vitality. We continue to support conscious-minded, forward facing materials to encourage kind engagement with our community and environment. One can find this with messaging in our Ridgway Visitors Guide, social media posts, e-blasts, and [on our website here](#). We are set to partner more with the Care for Colorado campaign offered by the Colorado Tourism Office in the coming months.

The RACC continues to engage and partner with Dark Sky subcommittee members, spearhead the creation of the Gravel Adventure Guide for bike enthusiasts, collaborate with the artist community through the Colorado Creative Corridor, and attract visitors interested in supporting and preserving the assets of our local community.

2023 RIDGWAY VISITOR'S GUIDE

To save on increasing printing costs, last year's Visitor Guide was published without a date in order for the chamber to explore other approaches to provide information to community members and guests. For 2023, RACC shifted focus at the direction of Community Initiatives Facilitator Tera Wick to work on creating an updated walking map (reprinted quarterly), shop local business directory/listing, and an events landing page on our website to help better guide persons interested in learning more about up-to-date activities in our community. The RACC is taking into consideration other approaches to distributing visitor information in 2024, moving towards small printed materials, including researching cost and distribution of tri-fold and postcards with QR codes versus a full Visitor Guide magazine, to lessen cost and environmental impact.



VISITOR CENTER

OPERATIONS AND YOUTH CAREER FAIR



Once again, the Ridgway Visitor Center opened on Memorial Day weekend for 2023. RACC Executive Director Ashley Perkins organized a training that consisted of Leave No Trace expert Robin Lewis, U.S. Forest Service Ranger Eric Sumner, and Ouray Mountain Rescue leader Sean Hart. Information gathered from this training was made available to volunteers during 2023.

The Ridgway Visitors Center had seven volunteers this year so was able to open a full seven days a week beginning in August and remained open through the second week of October. Hours of operation were from 10 a.m to 4 p.m. The number of visitors that ventured through the Visitor Center for 2023 was once again approximately 1,000 people for the season. With the departure of the Railroad Museum in 2020, and no real attraction to draw people to this particular area of town, it's difficult to remain as visible as the RACC would hope. With continued efforts regarding the Visitor Center and Heritage Park Redesign project (postponed for 2024) we feel this will change visibility and recognition of this information center in the future.

With the Visitors Center in operation, the chamber helped provide historic information and location direction for the True Grit Tours, which are now starting at the gazebo in front of Town Hall. The tours were held consistently on Fridays beginning at 3 p.m., with private tours available by appointment.

YOUTH VOLUNTEER & CAREER FAIR

As the struggle to find sufficient local employees continued in 2023, the Volunteer & Career Fair at Ridgway Secondary School demonstrated a real benefit, introducing middle and high schoolers to jobs and providing employers and nonprofits with the opportunity to meet potential employees and volunteers. Information tables were staffed by representatives from approximately 26 for profit, non profit and town services such as the local fire department and military. The fair is not only a valuable way to connect youth to professional and community service experiences that boost resumes and college applications but also allows students to practice important job-seeking skills.

ONLINE + PRINT MEDIA

ONLINE AND PRINT PROMOTION AND MARKETING



Ridgway's Instagram followers grew by 18% in 2023.

The bi-weekly community e-blast is now being sent out to 2,150-plus contacts. The visitor e-newsletter targets contacts across Colorado and the U.S., who subscribed when they requested a digital Visitors Guide link, and its audience has grown to 6,343 contacts.

The chamber is continuing to develop its online presence on social media. Since January 2023, our Instagram followers have increased from 3,600 to 4,300 (up 18%).

With guidance from the Board of Directors, we have created a new Facebook professional page to better streamline our marketing in 2023. Within nine months, we have gained over 1,000 followers and have a higher engagement rate than with the previous Facebook page.

In 2023, RACC Executive Director Perkins met quarterly with tourism collaborative partners from Montrose, Ouray, and now Durango on a quarterly basis to support regional tourism and share marketing successes and event information.

The chamber marketed community and chamber events and Members of the Month through flyers, ridgwaycolorado.com, and social media. RACC also created an online shop local business directory, and printed downtown walking maps with updated information quarterly.

The RACC is developing a Gravel Adventure Field Guide for the Ridgway area, western San Juan Mountains, and southern Uncompahgre Plateau region, that will be released in spring 2024.

The chamber and member businesses continued to garner online and print media coverage in 2023. Popular topics included the Colorado Creative Corridor, sustainable tourism, dark sky tourism, and local events.

SPECIAL SHOP LOCAL MARKETING OPPORTUNITY: THIRD YEAR ORGANIZING NOEL NIGHT WITH NEW WINTER PARADE/JINGLE MINGLE

Led by Executive Director Ashley Perkins and Marketing Consultant Catherine Johnson, the RACC took charge to organize and plan Ridgway's Noel Night for the third year in a row. New this year, RACC staff spearheaded a community subcommittee that met three times before the Noel Night festivities. Community feedback and engagement during these meetings led to the decision to add an additional day. The subcommittee collaborated and decided to create the Jingle Mingle and brought back the much adored Winter Parade, held the Thursday before the traditional Noel Night. The event was promoted through newspaper ads such as a banner ad in the Ouray County Plaindealer, Facebook and Instagram posts, flyers, special e-blasts, a news post on RidgwayColorado.com, a new banner displayed at Hartwell Park, newsletter creation through the Colorado Creative Corridor, and many in-person communications and chamber-to-business networking.



SAMPLING OF MEDIA COVERAGE

CLICK ON
HEADLINES
TO VIEW
ARTICLES



- + RACC Announces Free Business Membership, Sustainable Tourism Approach and New Hire - May 15, 2023
- + Colorado Creative Corridor- May/June 2023 Colorado Life June 2, KKCO 11 News
- + Dark Skies Article-Oh My Stars by Ivy Carruth - July 27th 2023
- + How a Small Town in Colorado Became a Breeding Place for Yaks September 18, 2023



STATEWIDE PROMOTION & OFF-SEASON MARKETING STRATEGY

COLORADO STARGAZING MARKETING MATCH GRANT 2023

In 2023, the Chamber continued its involvement with the Colorado Stargazing Marketing Match Grant. As a member of **Colorado Stargazing: Experience the Night**, we help to promote Leave No Trace and low light messaging that supports environmental awareness and responsible travel with a unique way to market local businesses and nonprofits. The RACC, on behalf of the Town of Ridgway, again approved a \$2,500 commitment for this grant this past year. According to the International Dark-Sky Association, there are over 200 certified dark sky places in the world, with Ridgway as one of 15 designated locations in Colorado. TOP is also certified as a Dark Sky Park, and Ridgway State Park seeks to get this certification in the near future.

2023 COLORADO TOURISM ORGANIZATION'S GOVERNOR'S CONFERENCE

Once again, Executive Director Ashley Perkins attended this year's **Governor's Conference** organized by the Colorado Tourism Office in Fort Collins, Colorado held September 20th to the 22nd. The annual, three-day conference is an opportunity for tourism professionals and industry leaders to learn and network. Participants assess current activities and find new approaches to market the state, local communities, and businesses. Speakers from throughout the country challenge and inspire attendees. This year's focus was destination development and stewardship exercises as well as best sustainability practices and promotion techniques regarding responsible visitation.



GRAVEL ADVENTURE FIELD GUIDE PARTNERSHIP



The RACC staff brought together a group of local biking advocates to determine whether to pursue the production of a gravel grinding guide, supported by a state grant and a CTO-recommended **business partner** with specialized experience. As a result, the RACC collaborated with partners in Montrose and San Miguel counties to apply for a Colorado Outdoor Recreation Grant and will receive \$34,500 to fund the creation of the Ridgway/Southern Uncompahgre Plateau/Western San Juans Gravel Adventure Field Guide.

The pocket-sized, field guidebook will be designed to attract, connect, and inspire cycling enthusiasts by providing route recommendations with maps and culturally relevant content such as history and imagery. It is intended to capture in and out-of-state tourists and elevate Southwest Colorado's reputation as a gravel bike destination, while also enhancing its quality of life. The chamber and dedicated volunteers from around the region began working on guide content in fall 2023, and the guide is expected to be released in spring 2024.

COLORADO CREATIVE CORRIDOR

ITINERARY DEVELOPMENT & STATEWIDE PROMOTION



For the sixth consecutive year, the Ridgway Chamber teamed up with the Town of Ridgway and the Ridgway Creative District to support the Colorado Creative Corridor (CCC) project continuing to support synergy between tourism and creative district entities. Since 2018, the majority of this work has been funded through four consecutive tourism grants equaling \$25,000 in Marketing Matching grants. The CCC is a 331-mile route that links the mountain towns of Carbondale, Crested Butte, Paonia, Ridgway, Salida and most recently Gunnison. Ridgway works with the five partnering communities and a marketing firm to promote visitor experiences, which include event programming and activities.

The Colorado Creative Corridor continues to provide a positive networking opportunity for the Ridgway community helping to connect other rural mountain communities and support chamber efforts for creative minded visitation to our area as well as supporting the Ridgway FUSE, also known as the Ridgway Creative District, through this additional marketing opportunity.

One of the primary goals for the RACC is to continue to support the marketing efforts through partnering with the Creative Corridor by engaging in a platform to promote all Ridgway area businesses and nonprofits especially during the off-peak season. We are excited for this project to keep bringing value to the business and creative economy for years to come and these efforts continue to provide an important example of the positive impact of Chamber/Town collaboration.

2023 MARKETING SUCCESSES FROM PROMOTING RIDGWAY THROUGH THE COLORADO CREATIVE CORRIDOR

FACEBOOK

Followers: 2,388
 Reach: 198.8k, increase 269% in 2023 compared to 2022
 Top Post: 'Did you know? The largest celebration of Dia de los Muertos in the Roaring Fork Valley...'
 1,090 Facebook Post Reach
 Top Cities: Colorado Springs, CO; Carbondale, CO; Denver, CO; Paonia, CO, Ft. Collins, CO

INSTAGRAM

Followers: 1,528
 Reach: 12.4k, increase 372% in 2023 compared to 2022
 Top Post: 'Take a motley journey full of twists and turns at the Ridgway Independent Film...'
 624 Instagram Reel Reach
 Top Cities: Carbondale, CO; Paonia, CO; Glenwood Springs, CO; Denver, CO; Basalt, CO



MEMBERSHIP SERVICES

The Chamber Board and staff are excited to serve the business and nonprofit members of the Ridgway Area Chamber of Commerce.

CHAMBER MEMBERSHIP SERVICES

The RACC Board and staff are excited to serve our supportive members and introduce our new free-basic membership option for the year 2023. Financial contributions made by our paid members help to further our abilities and service capacities to enhance each organization and the town's marketing presence. While the Chamber's activities support the promotion of Ridgway businesses both for profit and non profit as a whole, paid members are offered premium placement in advertising and marketing to boost their visibility and help to support in potential increase of customer referrals. Serving our members remains important to the chamber. We seek to establish a membership taskforce for 2024.

The Chamber is dedicated to providing value by continuing to invest in marketing assets, as well as state and regional partnerships. Our core marketing assets include: the RidgwayColorado.com website, new Ridgway Visitor's Guide focus, social media such as Facebook and Instagram, manage Ridgway Visitor Center, print/digital advertising, and media relations, along with key partners that amplify our marketing efforts. We also assist in connecting local organizations to Colorado Tourism Office promotions, collaborating on networking opportunities through member promotions and events, and having a voice in local government.

WEEKLY E-BLAST AND VISITOR E-NEWSLETTER

The Chamber continues to send out bi-weekly community e-blasts typically on Thursday the second and fourth week of each month, to a list of nearly 2,200 targeted recipients. Email content includes the following sections: Member of the Month, Business Specials, Upcoming Events, Job Openings, Ridgway in the Media, RACC News, Save the Date, and Responsible Travel Tips and more. The plan is to progress and strategize the visitor e-newsletter in 2024 to take advantage of promotion to the list of over 6000 subscribers.

MEMBER OF THE MONTH

The Member of the Month program continued to highlight Chamber members across several marketing channels in 2023. Each month, one business or nonprofit is selected and promoted through: a news post on the Chamber's website featured on the homepage for the month; a news release sent to the Chamber's media list; announcements in two bi-weekly e-blasts; and two Facebook and Instagram posts.

BUSINESS AFTER HOURS

In an effort to bring back Business After Hours, the RACC was able to successfully support three events for 2023. The first was held at the Chipeta Lodge and The Ridgway restaurant where attendees dined on pizza and drink specials in June. The second was at Lazy Dog Saloon that included karaoke and drink specials in September and the third was at Realm Supply on Fri. Nov. 17th.

SHOP LOCAL!

The Chamber's Shop Local efforts in 2023 centered around Noel Night with the addition of our first community subcommittee development this year. This year's event was bigger than ever which included the creation of a two-day event bringing back the beloved winter parade as well as creating the Jingle Mingle. The Jingle Mingle was born from the idea that shop owners wished to have a night out for themselves and restaurants deserved more business during this time.

Although the first year was difficult to communicate this fully throughout the community, the thought is to provide an opportunity for restaurant businesses to provide an offering encouraging people to dine out offering specials, discounts and potentially happy hour opportunities.

MEMBER & VOLUNTEER APPRECIATION DINNER

On Thursday October 26th, the RACC hosted the return of the Member and Volunteer Appreciation Dinner at the new Million Roadhouse and had live music from local musician David Nunn. The event was a spectacular turnout with buffet style food offerings and drink specials. There were roughly 60-70 people that showed up for this event.

FINANCIAL MANAGEMENT

HOW WE MANAGE OUR RESOURCES



Chamber revenue was similar to past couple years

In 2023, the RACC managed a budget of \$99,725 of Lodging Occupancy Tax (LOT) funds from the Town of Ridgway and chamber membership revenue of approximately \$9,000. LOT funds were \$2,000 less than in 2022, and membership fees were down as well.

In efforts to establish a responsible and sustainable economic development plan and increase business and visitor support, the RACC hired full-time Executive Director Ashley Perkins in September 2021. With higher staff expenses, the chamber has cut expenses in other ways such as skipping the printing of a new visitor's guide in 2023. While the chamber was awarded a large grant from the state for the Gravel Adventure Guide, the reimbursements for that project won't be paid until 2024. Another grant from the Colorado Tourism Office, also awarded in 2023, does not provide funding but is providing valuable support in the form of 100 hours of free professional tourism consultation that will help further efforts of town/chamber relationships and further support promotion and marketing efforts that mirror state management focus.

The accompanying financial report was prepared by Middleton Accounting & Consulting, which has provided all the RACC's accounting and financial reporting since 2018. This report comes directly from QuickBooks, and reflects a detailed P&L statement for the LOT budget for 2023.

Ridgway Area Chamber of Commerce Profit & Loss for Lodging Tax Class January through December 2023

	Jan - Dec 23
Ordinary Income/Expense	
Income	
4500 · Lodging Tax Income	99,724.88
Total Income	99,724.88
Gross Profit	99,724.88
Expense	
8010 · Advertising and Promotion	
8017 · Collaboration and Networking	9,781.51
8011 · Creative District Corridor	2,500.00
8016 · Online Media and Advertising,	12,082.64
8009 · Print Media and Advertising	2,277.10
8013 · Travel / CTO Conf	1,452.71
8019 · Visitor's Guide Fulfillment, P	685.00
8012 · Website Upgrades and Operations	8,139.76
8010 · Advertising and Promotion - Other	300.00
Total 8010 · Advertising and Promotion	37,218.72
8050 · Dues and Subscriptions	902.96
7900 · Networking & Meeting Meals	2,164.59
66000 · Payroll Expenses	
7020 · Directors Wages	54,225.40
7010 · Hourly Wages	3,123.00
7030 · Payroll Taxes	4,945.80
7070 · Workers Comp Insurance	280.00
Total 66000 · Payroll Expenses	62,574.20
8160 · Professional Fees	
8161 · Accounting Fees	7,042.25
Total 8160 · Professional Fees	7,042.25
8172 · Rent Expense	10.00
8173 · Ridgway Noel Night	334.49
8000 · Visitor Center Operations	
8133.1 · Electric	2,895.82
8133.2 · Natural Gas	559.25
8140 · Office Supplies	1,114.42
8073 · Property & Liability Insurance	649.00
8132 · Repairs and Maintenance	1,330.82
8133.3 · Telephone and Internet	1,279.00
8133.4 · Trash	237.54
8190 · Volunteer Expense	303.89
8133.5 · Water & Sewer	4,151.50
Total 8000 · Visitor Center Operations	12,521.24
8400 · Visitor Center Redesign	-240.00
Total Expense	122,528.45
Net Ordinary Income	-22,803.57
Net Income	-22,803.57



2024 PLANS

The RACC is a publicly funded member-based association supporting local businesses. The RACC is a member-based association supporting local businesses and nonprofits, as well as a destination organization for the Town of Ridgway. The chamber supports the local economy through promotion and marketing, networking opportunities, education, and resources. With receiving the Colorado Tourism Office's Destination Development Mentorship, Executive Director Ashley Perkins plans to work with state tourism consultant Amy Cassidy to further develop responsible and respectful use messaging and the promotion of off-peak season tourism opportunities. The primary objectives of this program are to improve visitor management strategies and will provide support and a framework for responsible messaging through both print and digital forms, and will include peer-to-peer mentorship for the executive director in 2024. Our organization hopes that this will help facilitate the next stage for our strategic tourism development through the **Destination Blueprint** offered by the Colorado Tourism Office.

Priorities also include creating more community-focused committees to help manage and successfully support RACC board and staff. An events committee with community participants will be created to help facilitate more impactful, visitor-attracting events. This will include but not be limited to: a winter outdoor fun event, the Youth Volunteer and Career Fair, Earth Day and Ridgway Town Cleanup, possible fundraising events, Business After Hours, Membership and Volunteer Appreciation Dinner, and Noel Night festivities. The RACC Board of Directors also hope to create an internal membership services support committee for 2024.

The RACC staff will continue to update and develop our business directory through our Shop Local! Landing page and events listing, contribute to the Ouray County Community Calendar, increase our social media engagement and presence through our Facebook and Instagram platforms, find an avenue to have a more up-to-date and appealing website and look at new approaches to our visitor information guide. We look forward to the publication of the Gravel Adventure Field Guide for the Uncompahgre and San Juan region.

Once again, the RACC would like to thank all of our members, the Town of Ridgway, our staff, contractors, volunteers, partners, and the local business and nonprofit communities for your genuine support and continued engagement with the chamber. We look forward to 2024 with our new focus and building on our experience from this previous year.



Image: San Juan Huts

Ridgway Area Chamber Annual Report 2023

Wednesday February 14th 2024

Town Council Presentation

Location Town Hall



TOWN CONTRACT RENEWAL SUMMARY 2024

Criteria for Success

Website:

- I. Annual website sessions- 60k
- II. Annual session time- 45 seconds
- III. Average engagement time- 45 seconds

Social Media:

- I. Number of followers and engagement- increase 15% over term of agreement

Print materials:

- I. At least two print media pieces deadline June 1
- II. At least one additional print piece deadline Oct 15

Email Newsletter:

- I. Number of email recipients to increase by at least 5% over term
- II. The number of email opens are at least 20%

Visitor Center:

- I. Number of annual visitors to increase 10%

*all criterias are followed up with a survey

*Q1 Report-April, Q2 Report-July, Q3-Report October, Q4 Report-January '25

WEBSITE ANALYTICS

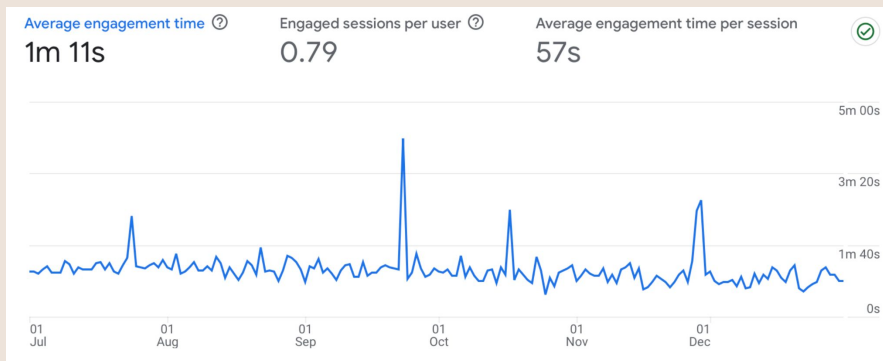
August-December

www.ridgwaycolorado.com

Website Users



Average Engagement time

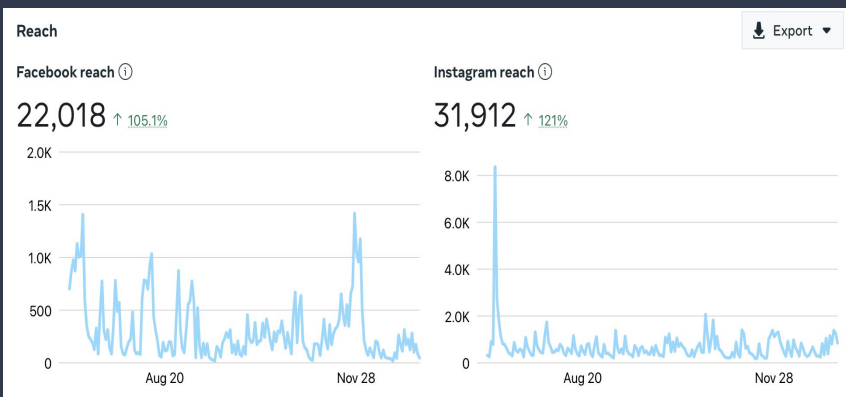


SOCIAL MEDIA ANALYTICS

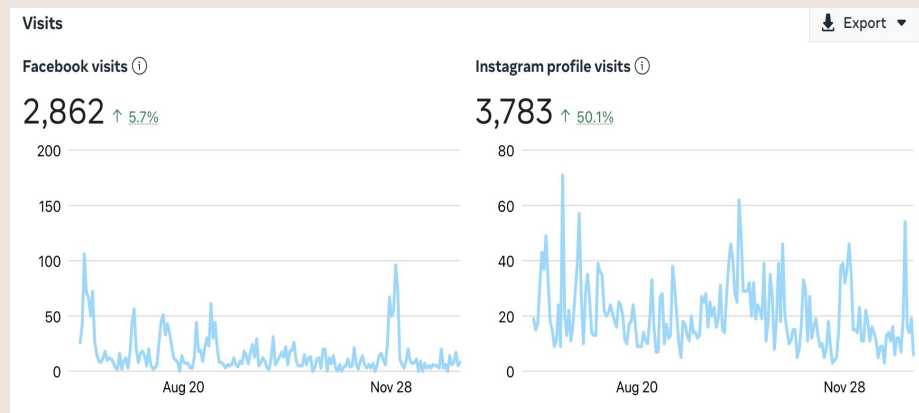
AUGUST-DECEMBER

Follow RACC Instagram: @ridgwaycolorado Increased from 3.9k followers to 4.5k followers since biannual report

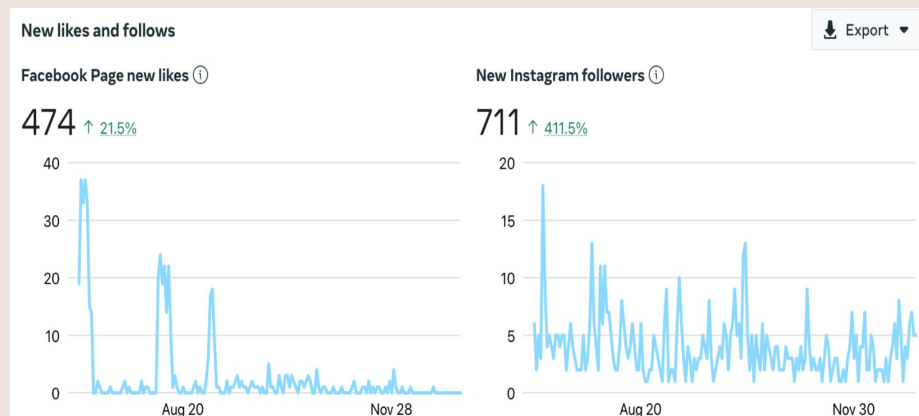
Follow RACC Facebook: Ridgway Colorado Increased from 660 followers to over 1k



PROFILE VISITS

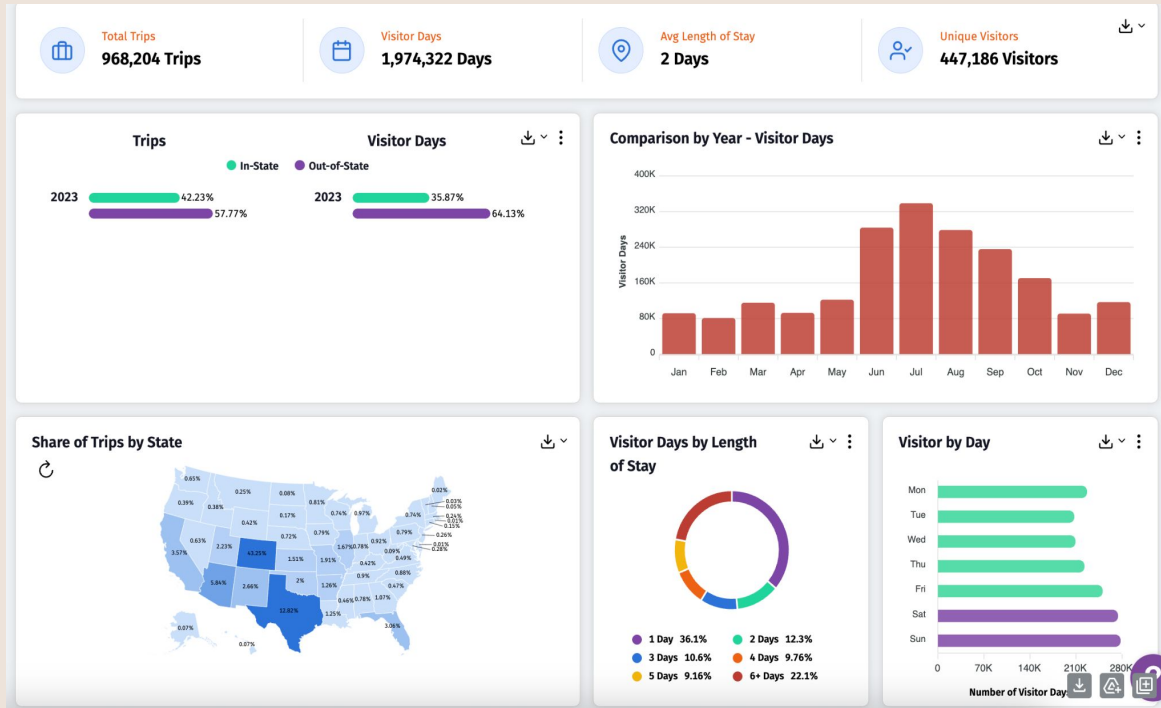


LIKES AND FOLLOWERS



Destination Mentorship Program

100 hours of consultation and project support including stakeholder engagement and surveys, responsible and respectful messaging with Care for Colorado and Do Colorado Right Campaign, championing the value of tourism to support full year round economic vitality and Datafy statistic collection



Launch of the Gravel Adventure Field Guide

April 26th and 27th Save the Date



WITH SPECIAL THANKS TO OUR RACC BOARD OF
DIRECTORS, RACC STAFF AND VOLUNTEERS, TOWN
COUNCIL MEMBERS AND TOWN STAFF

To: Town of Ridgway
From: Ridgway Area Chamber of Commerce
Subject: 2024 Lodging Tax Budget Request
Date: February 14, 2024

Dear Ridgway Town Council,

The Ridgway Area Chamber of Commerce gratefully presents the following 2024 Lodging Tax Budget request. With the addition of deliverables displayed in the Scope of Work within the PSA agreement with the Town of Ridgway, as well as the adjusted Lodging Tax increase from 3.5% to 6% with a 50/50 split with regard to LOT revenue with the Town, makes this year's budgeting and priorities request unique. A year-end Lodging Tax P&L statement has been provided with this narrative, which reflects final 2023 Lodging Tax expenditures.

In 2023, the RACC managed a budget consisting of \$99,724.88 in Lodging Occupancy Tax (LOT) funds from the Town of Ridgway and Chamber memberships of approximately \$9,115. LOT funds were approximately \$2,000 less from 2022.

The 2024 budget request will serve as the operating structure for RACC's marketing plan for the coming year. It is designed to ensure that our organizational and community goals are met and that Lodging Tax funds are leveraged to their maximum potential. The execution of this budget and marketing plan will be led by the Chamber Executive Director, with the support and oversight from the RACC Board of Directors, as well as continued input from the local business and partners, including the Town of Ridgway.

While the chamber was awarded a large grant from the state for the Gravel Adventure Field Guide, the reimbursements for that project won't be paid until this upcoming year. We are proud of the progress and the experience gained in 2023, which is highlighted in our Annual Report, and look forward to 2024 being another major step forward and look forward to meeting the expectations of the new town contract. We thank you for your continued partnership in supporting the Ridgway Chamber and our local business community.

Sincerely,

Jon Elliott

Jon Elliott
Board of Directors President
Ridgway Area Chamber of Commerce

2024 Lodging Tax Budget for the RACC

Projected 2024 Lodging Tax Budget

This is the summary of the budget request and categories. A more detailed narrative on each category can be found below:

Print materials including GAFG publication, Visitor Guide, Walking Map, misc	\$37,500
OEDIT Gravel Adventure Field Guide reimbursement	+\$34,500
Digital Media and Advertising including social media, website	\$20,000
Colorado Stargazing Matching Grant	\$2,500
Colorado Creative Corridor Matching Grant	\$2,500
Staff and Accounting Expenses	\$70,000
General Operating Expenses	\$1,750
Events	\$1,500
Visitor Center Operations	\$6,000
Total Budget	\$107,250

2024 Lodging Tax Budget Narrative

Print Material (GAFG cost \$34,500 + \$3000= \$37,500)

Gravel Adventure Field Guide publication cost (although this will be reimbursed; **see below**), small-format print products including post cards/QR code stickers, small brochures or booklets. Walking map and small print 2024 Visitor Guide and other collaborations including RidgwayFUSE opportunities are also included here.

OEDIT Gravel Adventure Field Guide Reimbursement (+\$34,500)

OEDIT grant funding reimbursement through completion of the Gravel Adventure Field Guide by the end of 2024. Not a true expense, should all go accordingly, but upfront expenditures will be from lodging tax dollars.

Digital Media and Advertising including website and social media (\$20,000)

This includes bi-Weekly e-newsletter, quarterly visitor newsletter, RidgwayColorado.com website management, analytic reports, SEO engagement, content development, social media including Facebook and Instagram, collaboration with Colorado Creative Corridor, Care for Colorado Campaign,

RidgwayFUSE and more. Contractors and consultant services provided by Captivate Consulting and Joomla Design Studios with regular website functionality, maintenance as well as upgrades.

Colorado Stargazing Matching Grant Funds (\$2,500)

As a member of the Colorado Stargazing: Experience the Night, the RACC helps to promote and support the stargazing community in turn advocating for environmental awareness, responsible travel and provides a unique way to market local businesses and nonprofits bringing conscious minded visitors to our area. Promoting the Ridgway with two locations out of six in Colorado represent a valuable opportunity to showcase the community. This includes promotional support for the Ridgway community and Top of the Pines recreation area.

Colorado Creative Corridor Matching Funds (\$2,500)

For the sixth year, the Town of Ridgway and Ridgway Area Chamber of Commerce have each contributed evenly to funds totaling \$5,000 towards efforts and participation in the Colorado Creative Corridor. RACC Executive Director also sits in on monthly meetings which is included in staff expenses.

Staff + Accounting Expenses (ED \$55,000 + VC \$3,000 + Services \$12,000= \$70,000)

Executive Director position includes working with the RACC Board of Directors, PR/Marketing contractor and consultant Captivate Consulting, website development and manager Joomla Design Studios, Town Community Initiatives Facilitator Tera Wick, CTO Destination Programmer Amy Cassidy, RidgwayFUSE committee, Colorado Creative Corridor partner and the business community at large. Event management such as Youth Volunteer and Career Fair, business after hour events, Member and Volunteer Appreciation Dinner and Noel Night. Oversees the PSA full-filment, seeks grant opportunities, partnerships, monthly/quarterly tourism meetings, membership activities and ongoing business.

Accounting services with Middleton Accounting provide financial reporting monthly, quarterly, a bi-annual report as well as an annual report including detailed P&L reports and three year comparison charts. This line item also includes payroll expenses.

In addition, visitor center weekend workers are paid staff and weekday workers are volunteers unless otherwise decided for 2024.

General Operating Expenses (\$1,750)

This includes unexpected website upgrade costs, networking opportunities and other unforeseen expenses.

Events (\$1,500)

Additional expenses for committed events such as the Youth Volunteer and Career Fair, Business After Hours, Member and Volunteer Appreciation Dinner and Noel Night festivities.

Visitor Center Operations (\$6,000)

This includes operations such as electricity, internet, heat, trash, insurance, volunteer expenses and inventory materials as well as office supplies. Potential kiosk option for mobile Visitor Center model.

We thank the Town Council and staff for their partnership in this important work on behalf of our local business community.

AGENDA ITEM #6



To: Honorable Mayor Clark and Ridgway Town Council
From: Preston Neill, Town Manager
Date: February 9, 2024
Agenda Topic: Interviews of Sustainability Advisory Board applicants and appointment of member

ACTION BEFORE COUNCIL:

Council is asked to interview candidates and appoint someone to fill the vacant seat on the Ridgway Sustainability Advisory Board (SAB).

BACKGROUND:

In 2022, after expressing interest in advancing and encouraging environmentally sustainable practices and ideas within the Town, Council approved Resolution No. 22-06, formally establishing the SAB. According to the *Town of Ridgway Sustainability Advisory Board Authority and Procedures*, appended to this memo as Attachment A, the SAB shall be composed of not less than three members and not more than seven members. One member shall be an Ex-Officio Council member appointed by Council. To be eligible for appointment, candidates must be Ouray County residents.

In August 2022, Council appointed the following people to the SAB:

- Angela Hawse
- Vicki Hawse
- Joyce Huang
- Dana Ivers
- Dave Jones
- Kenny Mihelich

Vicki Hawse stepped down from the SAB in September 2023, creating a vacancy.

CANDIDATES AND INTERVIEW PROCESS:

Over the last few months, the Town solicited letters of interest for the open seat on the SAB. The Town received four letters of interest from the people listed below. The letters of interest are attached to this memo in Attachment B.

- Jamie DeLuccio
- Sean Hart
- Dave Kehmeier
- Brian Patton

During Wednesday's meeting, Council will interview each applicant for a maximum of five minutes. The interview order is organized alphabetically.

PROPOSED MOTION:

"I move to appoint [candidate name] to the Sustainability Advisory Board for a three-year term."

ATTACHMENTS:

Attachment A – Resolution No. 22-06
Attachment B – Letters of Interest

ATTACHMENT A

RESOLUTION NO. 22-06

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
RIDGWAY, COLORADO, ESTABLISHING THE TOWN OF
RIDGWAY SUSTAINABILITY ADVISORY BOARD**

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 has determined that it is appropriate to formally establish the Town of Ridgway Sustainability Advisory Board and set forth its duties, which shall include consideration of environmental issues and making recommendations with respect to such issues to the Town Council; and

WHEREAS, the establishment of a Sustainability Advisory Board would help the Town meet GOAL ENV-4 of the Town of Ridgway Master Plan that states, “Advocate for the efficient use of resources and sustainable practices that work to eliminate harmful impacts to the health of the community and natural environment.”

WHEREAS, the Town Council recognizes that establishing a Sustainability Advisory Board to serve as an advisory body to the Town Council, will help to effectuate improvements to the Ridgway Municipal Code, Town operations and Town facilities on matters regarding sustainable practices, resource conservation, renewable energy and waste reduction, and will help advance and encourage environmentally sustainable practices and ideas within the Town.

WHEREAS, Section 5-3 of the Ridgway Charter states that the Town Council may create any commissions and boards as it deems appropriate and specify their duties, terms and responsibilities; and

WHEREAS, the Town Council finds that the establishment of a Sustainability Advisory Board will promote the health, safety and general welfare of the Ridgway community.

NOW THEREFORE, the Ridgway Town Council hereby **RESOLVES** to establish the Town of Ridgway Sustainability Advisory Board as set forth in **Exhibit A: Town of Ridgway Sustainability Advisory Board Authority and Procedures**, attached hereto.

ADOPTED AND APPROVED this ____ day of May 2022.

ATTEST:

John Clark, Mayor

Pam Kraft, Town Clerk

ATTACHMENT A

EXHIBIT A

TOWN OF RIDGWAY SUSTAINABILITY ADVISORY BOARD AUTHORITY AND PROCEDURES

1. **Establishment, Purpose and Duties.** There is hereby established the Town of Ridgway Sustainability Advisory Board (Sustainability Advisory Board). The purposes and duties of the Sustainability Advisory Board are as follows:
 - a. To advance and encourage environmentally sustainable practices and ideas within the Town;
 - b. To advise the Town Council in an effort to effectuate improvements to the Ridgway Municipal Code, Town operations and Town facilities on matters regarding sustainable practices, resource conservation, renewable energy and waste reduction;
 - c. To collaborate with Town staff to continue implementing the goals and objectives in the *Ouray County & San Miguel County Regional Climate Action Plan*;
 - d. To make recommendations to the Town Council concerning the establishment of Town-wide greenhouse gas emissions reduction targets and other goals;
 - e. To work in cooperation with other Town boards and committees to promote sustainability policies and programs;
 - f. To promote sustainability awareness and practices at Town events and assist interested individuals or groups in promoting their own sustainability practices;
 - g. Makes recommendations to provide opportunities for young people to broaden their understanding of sustainability practices and the effects they have.
 - h. Performs other tasks related to environmental sustainability as the Town Council may direct.
2. **Membership and Term.** The Sustainability Advisory Board shall be composed of not less than three (3) members, not more than seven (7) members. One (1) member shall be an Ex-Officio Town Council member appointed by the Town Council. The Ridgway Town Council shall appoint members after candidates complete an application and interview with the Town Council.

ATTACHMENT A

All Sustainability Advisory Board appointees shall be appointed to terms of three (3) years. In the event a vacancy should occur during the term of any member, their successor shall be appointed in the same manner for the unexpired portion of the vacated term.

3. **Qualification of Members.** Ouray County residents shall be eligible for appointment to the Sustainability Advisory Board.
4. **Removal from Office.** Any member of the Sustainability Advisory Board may be removed for just cause at the pleasure of the Ridgway Town Council by a majority vote of the entire Council in office at the time the vote is taken. Just cause shall include misconduct, conduct unbecoming of a Town official, or more than two (2) unexcused absences within a twelve-month period. Prior to removal, the Ridgway Town Council shall conduct a hearing and shall provide written notice to the Sustainability Advisory Board member stating the grounds for removal at least three (3) days prior to the hearing.
5. **Officers.** The Sustainability Advisory Board shall select its own Chairperson and Vice-Chairperson. The Chair, or, in the absence of the Chair, the Vice-Chair, shall be the presiding officer of its meetings. In the absence of both the Chair and the Vice-Chair from a meeting, the members present shall appoint a member to serve as Acting Chair at the meeting.
6. **Meetings.** Sustainability Advisory Board members shall attend regular meetings held once a month at Ridgway Town Hall, or as designated by the Sustainability Advisory Board. Sustainability Advisory Board members may be required to attend other meetings during their terms, including Ridgway Town Council meetings or presentations to local groups or organizations. Meetings of the Sustainability Advisory Board shall be duly noticed and open to the public.
7. **Appropriation Authority.** The Sustainability Advisory Board shall not have authority to appropriate or spend Town of Ridgway funds. The Sustainability Advisory Board may provide recommendations to the Town Manager and/or Ridgway Town Council with regard to any annual budget.
8. **Council Amendments.** The Ridgway Town Council reserves the right to amend, increase, reduce or change any or all of the powers, duties and procedures of the Sustainability Advisory Board.

Debra Overton

From: Jamie DeLuccio <openskyyoga1@gmail.com>
Sent: Thursday, January 18, 2024 9:47 AM
To: Debra Overton
Subject: Re: I'll do it

I don't know the format that it needs to be in. If someone else gets it I am ok with that. I am seriously so busy and working on my own 3 business'. I am passionate about sustainability and want to support our community so if you are still in need of someone here is my "letter".

Here is a letter of interest.

I am interested in being on the board for the Sustainability Committee.
Thank you, Jamie DeLuccio

On Wed, Jan 17, 2024 at 8:16 AM Debra Overton <doverton@town.ridgway.co.us> wrote:

Hi Jamie,
Just checking in to remind you that if you are submitting a letter of interest for the Ridgway Sustainability Advisory Board, I will need it by 4pm on Friday.

Thank you,
Deb

Debra Overton
Deputy Treasurer

RIDGWAY TOWN HALL
PO Box 10 | 201 N. Railroad Street | Ridgway, Colorado 81432
970.626.5308 ext. 221 | doverton@town.ridgway.co.us

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

From: Jamie DeLuccio <openskyyoga1@gmail.com>
Sent: Saturday, January 6, 2024 6:14 AM
To: Debra Overton <doverton@town.ridgway.co.us>
Subject: Re: I'll do it

Hi Debra! I am on a trip and back on the 9th. What does the format of the letter need to be like? Email? Paper? If

someone else is interested I am happy to just let them have it. I kept getting the email from Terry and thought no one was taking it so I offered. If you are still in need of someone I can help! Let me know, Jamie

Sent from my iPhone

> On Jan 5, 2024, at 3:00 PM, Debra Overton <doverton@town.ridgway.co.us> wrote:

>

> Hi Jamie,

> Just checking in to see if you are still interested in joining the Ridgway Sustainability Advisory Board. The deadline for the letter of interest is January 19th. Please let me know if you have any questions.

>

> Thank you,

> Deb

>

>

>

> Debra Overton

> Deputy Treasurer

>

> RIDGWAY TOWN HALL

> PO Box 10 | 201 N. Railroad Street | Ridgway, Colorado 81432

> 970.626.5308 ext. 221 | doverton@town.ridgway.co.us

>

> -----Original Message-----

> From: Jamie DeLuccio <openskyyoga1@gmail.com>

> Sent: Saturday, December 30, 2023 8:40 AM

> To: Debra Overton <doverton@town.ridgway.co.us>

> Subject: I'll do it

>

> I am happy to be on the board for Sustainability. As long as it's only one evening a month. I can make that happen. -

Jamie DeLuccio Sent from my iPhone

--

Open Sky Yoga / Intuitive Astrology Coach

www.openskyyoga.net

<https://www.facebook.com/openskyyoga/>

<https://www.instagram.com/jamiedeluccio/>

www.jamiedeluccioastrology.com

Love Who You Are- Practice Yoga

(970)485-2579

"I went to the woods because I wished to live deliberately, to front only the essential facts of life, and see if I could learn what it had to teach, and not, when I came to die, discover

that I had not lived."

- Henry David Thoreau

Dec. 29, 2023

TO: Debra Overton, Deputy Treasurer, Town of Ridgway

RE: Sustainability Advisory Board Opening

Hello Debra and Town of Ridgway,

Please accept this letter of interest to sit on the Ridgway Sustainability Advisory Board. I have lived in the City of Ouray for 28 years and have an interest in helping the Town of Ridgway and the communities of Ouray County become more sustainable. I currently work for EcoAction Partners, a regional sustainability non profit. We work to help our communities deploy renewable energy, become more energy efficient, expand workforce, promote electric vehicles, implement climate action goals, and generate less waste. My position at EcoAction Partners gives me unique access to the regional, state, and national sustainability efforts taking place at this time and in the future. I also am familiar with existing and developing renewable energy and efficiency technologies. During my tenure as Building Inspector for the City of Ouray, I became familiar with building codes, building envelopes, mechanical systems, city administration, and outreach to the building community. I would like to bring my knowledge and experience to the Sustainability Advisory Board in order to help Ridgway and the communities of Ouray County achieve our sustainability goals.

I believe my knowledge and familiarity with the community will also be a resource to the Board. I am familiar with many people in the community and with the infrastructure which supports our communities. I also feel that I am adept at working within facilitated groups of this sort. I am a good listener and feel it is important to keep my contributions and comments concise, accurate, and productive to the issue at hand.

Brief biography:

Presently employed at EcoAction Partners

Retired school teacher, Ridgway School District and Ouray School District

- Classes taught- Earth Science, Biology, Technology, Outdoor Education, Industrial Arts
Building Inspector, City of Ouray

Owner of Hart Woodworking, custom woodworking, restoration, general contracting

University of Colorado, BA Environmental, Populational, and Organismic Biology

Ouray Mountain Rescue Team member since 2000

Thank you for your consideration. Please call or email with any questions or for further information.

Sean Hart

sean@ouraymountainrescue.com

970-318-0318

January 16, 2024

To the members of the Ridgway Town Council and Sustainability Advisory Board,

This letter of interest is my application to fill the vacant seat on the Sustainability Advisory Board.

My wife Ellie and I are residents of Ridgway as of October 2022. We moved to Colorado in May 2021 and lived with my father on the family farm in Eckert while our house was being built in Riversage, commuting regularly to Ridgway during that period. Prior to that, we lived and raised our family in San Jose, California, where Ellie is from. We chose to retire in Ridgway after many years of recreating in Ouray County on our frequent trips home to visit my parents and family on the farm. We enjoy hiking, biking, cross-country skiing, tennis, and pickleball.

Throughout our marriage, Ellie and I have been concerned with environmental issues. We support many environmental organizations, both large and small. We support political candidates who make the environment a priority in their campaign platforms. In our personal lives, we try to live sustainably and minimize our impact on the environment. We drive an EV, and recycle and reuse as much as possible. We designed our Ridgway home to be all-electric with PV solar and a critical load panel for an eventual backup battery, heat pump water heater, induction cooktop, all-LED lighting, passive solar features, and in-floor hydronic heating with an electric boiler and plumbing to add a cold weather heat pump in the future.

I'm also very interested in land conservation and stewardship. The farm where I grew up in Eckert is a Colorado Centennial Farm (1999) that has been in our family since 1894 and is protected by a conservation easement held by Colorado West Land Trust. Throughout my adult life, I have returned home several times a year to help with spring farming and haying. Our family owns a reservoir on Grand Mesa (the Kehmeier Reservoir) and I understand agricultural water issues. I have enjoyed gardening throughout my life and was a Santa Clara County Master Gardener where my volunteering emphasis was on composting. We are designing the landscaping for our new home as a xeriscape with Colorado natives.

We feel very fortunate to live in Ridgway and want to contribute to the community. I would like to use my background and interests to help the Town of Ridgway make informed and appropriate decisions on clean energy, water conservation, recycling, and other environmental issues that will make Ridgway an even better place to live and visit. The Sustainability Advisory Board seems to me to be a great way to do that.

Thank you for your consideration,

Dave Kehmeier
(408) 859-3283
djkehmeier@sbcglobal.net

Debra Overton

From: Brian Patton <brian.m.patton23@gmail.com>
Sent: Friday, January 19, 2024 5:31 PM
To: Debra Overton
Subject: Sustainability Advisory Board

Please accept this email to express my interest to serve on the sustainability advisory board, a subject that I am very passionate about. I also am a Ridgway School Board member as well as the Ouray County Soccer Association. I am a firm believer that you must be the change you want to see in the world and it is our job as responsible citizens to step up and do our part. If you have any questions for me or need any more information please do not hesitate to let me know.

Thanks,
Brian Patton
970-519-1816 (w)
303-549-6684 (c)

AGENDA ITEM #7

MEMORANDUM OF UNDERSTANDING

Colorado Department of Local Affairs and City/Town of Ridgway

This memorandum of understanding ("Agreement") is entered into and executed by the Colorado Department of Local Affairs ("DOLA"), and the City-Town of Ridgway (the "City/Town").

I. RECITALS

WHEREAS, the National Main Street Program strives to revitalize older and historical commercial districts to build vibrant neighborhoods and thriving economies; and

WHEREAS, the Colorado Main Street Program is the State's coordinating program to help Colorado's local Main Street Programs with proven revitalization strategies and needed organization to help identify and leverage opportunities and resources to further the National Main Street Center's Program goals; and

WHEREAS, the City/Town is committed to enhancing downtown; and

WHEREAS, the City/Town wishes to create a vibrant and historic small town where the entire community gathers and connects; and

WHEREAS, the City/Town wants to retain, attract, and improve access for businesses to promote the local economy; and

WHEREAS, the City/Town helps support these goals by providing support to local businesses, hosting/supporting local events to create a vibrant community, funding/supporting beautification projects, connecting businesses to resources; and

WHEREAS, the City/Town benefits greatly by having access to additional grant funding only offered to official Main Streets Programs; and

WHEREAS, enhance the City/Town's economic development efforts, which will benefit the entire community.

II. AGREEMENT

THEREFORE, in consideration of the foregoing and of the mutual promises set forth herein, the parties hereto agree to the following regarding the City/Town:

A. The Colorado Main Street Program agrees to:

Assist the City/Town and local program manager in understanding and following the National Main Street Approach.

Provide the City/Town and the local program manager with the necessary information to promote the Colorado Main Street program.

Provide the City/Town and the local program manager with training opportunities and technical assistance regularly and upon request, including periodic professional development training and the annual Main Street Summit.

Advise the City/Town and the local program manager of additional training and grant opportunities.

Conduct an annual visit to the City/Town to discuss the current community work plan, future work plan, this Agreement, and the requirements and prerequisites of the tiered program.

Review the local program self-assessment annually per Main Street America™ Program accreditation criteria.

Offer and administer scholarship grants subject to available funding. DOLA will advise the City/Town and the local program manager on procedures and policies for applying for funding.

Offer and administer non-competitive mini-grants subject to available funding. In order to be eligible for mini-grants, the project or item must be listed on the local program's Annual work plan that is submitted to DOLA/ Colorado Main Street annually. DOLA will advise the City/Town and the local program manager on procedures and policies for mini-grant eligibility and opportunities.

Offer and administer funding to hire consultants to aid the City/Town and the local program manager in completing community-identified work plan projects subject to available funding.

Act as liaison and facilitate communications between City/Town and other Main Street communities, state agencies, partners, and the Main Street America™ Program, as they relate to the local program.

Provide technical assistance and assistance with the organizational development of the program to the City/Town and the local program manager as requested and as resources are available. Requested services must be related to Main Street's Strategic Plan initiatives.

Offer preservation architectural services as available to the City/Town businesses.

B. City/Town and local program agree to the following requirements as described in the Program Prerequisites and Requirements section of the Colorado Main Street Program Manual:

Follow the National Main Street Approach™ as recommended by the Main Street America™ Program and the Colorado Main Street Program.

Maintain an active board of directors with a diverse representation of community stakeholders.

Maintain a single point of contact for communications with the local program manager to coordinate activities.

Develop and support the implementation of a multi-year strategic plan incorporating the community's vision and the Main Street Four Points.

Identify and work toward 1-3 Transformation Strategies annually.

Develop an Annual Work Plan in coordination with the City/Town on or before the deadline listed in the Colorado Main Street Program Manual.

Maintain an adequate budget for local program sustainability.

Maintain a Main Street district boundary map.

Maintain and continually improve community awareness of the local program and garner support from the private and public sectors.

Positively promote the City/Town and local program community as an official Colorado Main Street Community. Use the Colorado Main Street logo on all DOLA-sponsored Main Street trainings, websites, reports, and other materials.

Attend at least two Main Street trainings annually, provided by DOLA, Main Street America™, or other agencies, for continuing professional development. Training may be attended by the Local Program Manager, staff, board members, or volunteers.

Attend the Main Street Summit annually as provided by DOLA. In the event that the Local Program Manager cannot attend, the Local Program Manager shall coordinate with the Local Program Board of Directors for representation and attendance.

Host a DOLA on-site visit to the City/Town and assist with local arrangements.

Host an annual board of directors retreat to develop the local program's annual work plan, discuss priorities, and recognize achievements and volunteers. Annually, present the work plan to the City/Town for alignment of priorities and objectives.

Submit quarterly reports and reinvestment statistics as required by the Colorado Main Street Program. As needed, support the Local Program Manager in reinvestment statistics reporting.

Apply for DOLA mini-grant funding to Colorado Main Street. The project must be listed on the annual work plan.

Present at least once annually a "State of Main Street" report to the City/Town and submit a copy of the report to DOLA.

Present an annual financial report to the City/Town and DOLA.

Support the local program manager in applying for eligible grant opportunities.

The City/Town agrees to act as the fiscal agent for all contracts and grant agreements for the local program.

Maintain compliance with all program requirements as outlined in the Colorado Main Street Program Manual, listed under prerequisites and requirements. If the local program is at the **Excelling** or the **Exceptional** level, this includes:

- Complete an annual review to evaluate the performance of the local program manager.
- Maintain a volunteer management program.
- Maintain a website or webpage for the local program.
- Attend at least one Certified Local Government training.
- Maintain a succession/transition plan for local program staff and board members.
- Maintain a building and property inventory.
- Maintain a business inventory of the Main Street district.
- Maintain a historic building inventory and list of historic assets of the Main Street district.
- Demonstrate a strong adherence to the Main Street program's historic preservation goals and policies.

Maintain compliance with this Agreement and state and local laws. If the City/Town is unable to comply with any state and/or local laws, they must reach out immediately to the DOLA PM for review.

III. TERM AND OTHER CONDITIONS

A. This Agreement will align with the DOLA mini-grant program.

B. The term of this Agreement shall begin on February 2024 and remain in place until and unless terminated by any party. In the event that the City/Town changes tiers according to the requirements of the Colorado Main Street Program or the Colorado Main Street Program changes program requirements to be inconsistent with the terms of this Agreement, the parties agree to work toward amending this Agreement in compliance with those requirements.

C. This Agreement may be amended only in writing with the approval of the DOLA Main Street Coordinator, the President of the Board for the local program, and the City/Town elected officials.

D. Notwithstanding any other provisions of this Agreement, if funds anticipated for continued fulfillment at the time of the Agreement are, at any time, not forthcoming or insufficient, then DOLA shall have the right to amend or terminate this Agreement..

E. If any party fails to fulfill its obligations under this Agreement in a timely and proper manner or violates any terms of this Agreement, DOLA shall have the right to terminate this Agreement and withhold further services...

F. Colorado Main Street Program Manual is a reference document for this Agreement. In the event of a conflict between this Agreement and the Colorado Main Street Program Manual, the Agreement will be controlling.

IV. REPRESENTATIONS AND WARRANTIES

The City/Town represents and warrants (i) that it has no obligations, legal or otherwise, inconsistent with the terms of this Agreement, (ii) that the performance of the services called for by this Agreement does not and will not violate any applicable law, rule or regulation or any proprietary or other right of any third party, (iii) that it will not use in the performance of responsibilities under this Agreement any confidential information or trade secrets of any other person or entity and (iv) that it has not entered into nor will enter into any agreement (whether oral or written) in conflict with this Agreement.

V. ENTIRE AGREEMENT AND NOTICE

This Agreement contains the entire understanding of the parties and may not be amended. Any notice given under this Agreement will be sufficient if it is in writing and 1) if sent by certified or registered mail or 2) by electronic mail with receipt confirmed by the receiving party, to:

Colorado Department of Local Affairs
Director, Division of Local Government
1313 Sherman Street, Rm 521
Denver, CO 80203

City/Town Representative

Name, Title, address, XYZ

VI. COMPLIANCE WITH LAW

In connection with his/her services rendered hereunder, all parties agree to abide by all applicable federal, state, and local laws, ordinances, and regulations.

CITY/TOWN

Mayor's signature

Date

Print name

LOCAL PROGRAM

President/Chair's signature

Date

Print name

COLORADO DEPARTMENT OF LOCAL AFFAIRS

_____

Representative's signature

February 09, 2024

Date

Chantal Unfug_____

Print name

AGENDA ITEM #8



February 8, 2024

Colorado River District
201 Centennial St., Suite 200
Glenwood Springs, CO 81601

RE: Letter of Support for Sonoran Institute Growing Water Smart application to the Colorado River District Community Funding Partnership

Dear Board Member,

On behalf of the Town of Ridgway, I am writing to express our support for the Sonoran Institute Growing Water Smart application to the Colorado River District Community Funding Partnership.

A team from Ridgway was fortunate enough to participate in the October 23-25, 2023, Growing Water Smart workshop in Grand Junction, Colorado. Not only were we introduced to the full range of communications, public engagement, planning, and policy implementation tools to realize our watershed health and community resiliency goals, but we also learned the best approaches for integrating land use and water planning. We were thrilled to return from the workshop with a robust action plan to help us achieve our goals.

Sonoran Institute is seeking funding from multiple sources, including the Colorado River District's Community Funding Partnership, to continue to support our community and the region through education, training, networking, and project support. Ridgway welcomes this additional support as we look to implement the strategies identified during Growing Water Smart to address our water challenges.

Considering our positive experience and the benefits we have received from the program, we would also like to see the workshop and follow-up support offered to other cities, towns, and counties in the region. Doing so will facilitate a broader regional dialogue and foster a collective understanding and commitment to responsible water management practices.

We strongly encourage the Colorado River District Community Funding Partnership to fund the Growing Water Smart program. The impact of this program extends beyond individual communities, creating a ripple effect around how municipalities and counties



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

manage our valuable water resources. By investing in the knowledge and collaboration of our communities today, we can collectively build a more resilient and water-conscious future.

Thank you for your dedication to advancing water conservation efforts in our region.

Sincerely,

John I. Clark

Mayor

On behalf of the Ridgway Town Council

AGENDA ITEM #9